



MINUTES
Regular Meeting of the
Parks and Recreation Board
200 S. Main Street, Prosper, Texas
Prosper Town Hall
Council Chambers
Thursday, November 8, 2018
6:00 p.m.

1. Call to Order / Roll Call.

The meeting was called to order by Rick McGrath, Chair, at 6:04 pm.

Board members present: Rick McGrath, Chair; Rebekah Land, Vice Chair; Shannon Crawford; Cameron Reeves; and Stephen Thomas.

Gina Kern, Secretary, and John Metcalf were absent.

Staff members present: Dudley Raymond, Director of Parks and Recreation; Paul Naughton, Landscape Architect; Trevor Helton, Recreation Services Coordinator; and Patty Kendzie, Senior Administrative Assistant.

2. Consider and act upon approval of the Minutes from the October 11, 2018, Regular Meeting of the Parks and Recreation Board.

Motion to approve the Minutes by Land. Second by Reeves. Approved 5-0.

3. Comments by the Public.

Prosper resident Michael Duck addressed the Board to express his appreciation for the staff who cleaned up debris from the fireworks display after the Cedarbrook Pumpkinfest. [The fireworks were scheduled to launch over the field, yet drifted.] He asked if the Town had a plan to manage the fireworks, should something go wrong in the middle of the display. Raymond said fireworks concerns have been addressed by the Prosper Fire and Parks and Recreation Departments. An emergency plan is always in place. Also, we are going to try launching the firework from inside the baseball complex. Raymond said it's important to note the neighborhood clean-up of debris was a joint effort of the Parks and Public Works crews.

Barbara Cottone, Prosper resident, former Parks and Recreation Board Chair, and current Event Committee member, spoke to the Board about the importance of a Board presence at the upcoming Prosper Christmas Festival. She encouraged each member to volunteer. The Board asked that an email be sent with the details and Kendzie said a reminder will be sent.

4. Discussion and update with the Board regarding the Prosper Christmas Festival.

Helton said everything is on track for the December 1 event. Social media will continue to highlight Title and Star sponsors and the general event before, during and after the festival. Decorating of Frontier Park will begin next week; the parade route has been determined; and sub committees are meeting to confirm all details. Booth space is no longer available, as the festival has a full line up of vendors and sponsors. Revenue is at \$33,000, the highest ever. Walkie-talkies and group text will be utilized for group communications. A Security Plan of Action is being finalized with Prosper PD and Fire.

5. Informational items.

a) Recreation Update

Helton said Archery has finished for the year and will resume in Spring 2019. Tennis and Soccer Sparks continue through December. Talks with instructors about future programs are ongoing. As far as programming for those aged 50 and older, Prosper's Senior community, the Mayor's Luncheon is scheduled for October 24 at the Church of Jesus Christ Latter-day Saints. Staff will attend Prosper 5-0 Club meetings to announce the Luncheon and also to conduct a needs assessment regarding future programming for that segment of the community.

An official Town Tree Lighting is being planned for downtown. This will be a smaller event, with a student choir, sing-a-long; and the traditional countdown and lighting of the tree by Mayor Smith.

a) Park Development Update

Naughton related that plant material at Town Hall has been replaced. Also, staff has been working with Council on the entry monument sign, to be located on northbound Preston Road as you enter Prosper. The project came in over budget, as the project is small and contractors are limited, so it will go back to Council for approval. Work continues with the cities of McKinney and Frisco on the landscaping, which is TXDOT funded, and construction is scheduled to be completed in late 2019. Naughton said this sign is a start, with standard signs slated for all of Prosper's minor and major gateways.

b) Park Operations Update

Raymond said turnout for the Prosper Arbor Day and Champion Tree announcement was good and expectations are that the event will grow in popularity in the future. Thank you to the Board members and Prosper scouts who participated. Raymond said the Parks and Recreation Board also acts as the Tree Board, so additional opportunities are being looked into in this area.

The football, baseball and soccer seasons are winding down and it was a rough season due to so much rain. The rainout criteria is different in the fall because the damage to the field doesn't heal.

Raymond said significant staff time will be devoted to decorations at Frontier Park and the Town tree at Town Hall. Regarding a Board cookout with Parks staff, staff will select a Friday lunch date and present it to the Board.

Miscellaneous business or items to be placed on future Agendas.

Discussions of the Food Truck Policy draft and DORBA (Dallas Off Road Bicycle Association) were suggested to be added to future Agendas.

6. Adjourn.

Motion by Thomas. Second by Reeves. Meeting adjourned at 6:57 pm. Approved 5-0.

A handwritten signature in cursive script, reading "Gina Kern", is written over a horizontal line.

Gina Kern, Secretary