



MINUTES
Regular Meeting of the
Parks and Recreation Board
108 W. Broadway St., Prosper, Texas
Town of Prosper Municipal Chambers
Thursday, April 12, 2018, 6:00 pm

1. Call to Order / Roll Call.

The meeting was called to order by Rebekah Land, Vice Chair, at 6:01 pm.

Board members present: Rebekah Land, Vice Chair; Gina Kern, Secretary; John Metcalf; Chuck Smith; and Stephen Thomas.

Rick McGrath, Chair, entered the meeting at 6:26 pm. Cameron Reeves was absent.

Staff members present: Dudley Raymond, Director of Parks and Recreation; Paul Naughton, Landscape Architect; Julie Shivers, Recreation Services Coordinator; Matt Furr, Parks Superintendent; and Patty Kendzie, Senior Administrative Assistant.

2. Consider and act upon approval of the Minutes from the March 8, 2018, Parks and Recreation Board meeting.

Motion to approve by Thomas, second by Smith. Approved 5-0.

3. Comments by the Public.

Patty Felan, a Prosper resident representing the Prosper Garden Club, addressed the Board to inquire about the possibility of the club donating a bench, or the funds to purchase a bench, for the new Prosper Town Hall facility. She presented a sample design with size and cost estimates.

4. Discussion regarding urban forestry items:

a. Tree City USA

Raymond announced to the Board that Prosper has met the criteria to be recognized as a Tree City USA member. A State Forester will be in town for an official presentation at the Town Council meeting on April 24, 2018, Raymond said the award is part of the department initiative to raise awareness of urban forestry in Prosper.

b. Tree planting with the Girl Scouts.

Raymond related that a Prosper Girl Scout troop has asked to plant a small tree in a park as an opportunity for the girls to earn a merit badge. No date or location has been discussed. Raymond said these type activities are positive for the Town and build community relationships. The Board agreed.

5. Discussion regarding a recreational scholarship program.

Shivers spoke about creating a recreational scholarship fund for those who cannot afford to attend Town programs. She suggested the \$1,800 grant awarded to Prosper by the IT'S TIME TEXAS Foundation for winning the Community Challenge could be applied to such a program.

She presented a rough draft of how the program might work, where candidate's applications are reviewed by Town staff and then forwarded to Cornerstone Assistance Network for vetting. Land suggested to add a line item to the online registration form to allow residents to donate to the program. Shivers said she would speak with the Finance Department and Jarvis recreational software staff about the possibility of setting that up. Regarding funding, Shivers said grants may be pursued and Raymond said it's possible the program could be sustained by corporate business donations.

In response to a question from Thomas about the process, she said students will be served on a first-come, first-served basis. Raymond added that placing Cornerstone in charge of vetting is a good way to identify students in need and long-term funding must be identified to sustain the scholarships.

Shivers asked the Board to share with her via email their feedback and ideas about a scholarship program. Raymond said the program is in its initial stage and there are questions yet to be answered.

6. Discussion regarding naming the Star Trail neighborhood park property.

Naughton described the Park Naming Ordinance and asked the Board to discuss potential names for the park at Star Trail. He showed a slide with suggestions. The Board will vote on the name at the May 2018 Parks and Recreation Board meeting. Raymond offered recommendations and guidelines. McGrath suggested consulting the Prosper Historical Society for background information.

7. Discussion regarding possible park and park amenities sponsorships/naming rights.

Raymond said, per Town Council direction, the department will be developing a sponsorship policy. Three categories will be included: event sponsors/underwriters; park naming; and facilities naming. The policy will offer guidelines for individuals and corporations and will address: term limits; donations; style; what will be allowed; what will be restricted; and the importance of keeping with the established image of the Town. He asked the Board for additional suggestions.

In response to Thomas' question about a Prosper architectural review board, Raymond said the Planning Department is responsible for review and there may be times it makes sense to get the original architect's ideas, as well.

Raymond said the next step is to construct a policy for the Parks and Recreation Department.

Land asked how to proceed with the Garden Club's request to donate a bench. Raymond said he will reach out to the club and ask about their timing.

8. Discussion regarding attendance records and requirements for Board members.

The Board clarified that absences are to be considered over a 12 month period and that all members are currently in compliance with the attendance policy.

9. Informational items

a. Recreation Update

Shivers gave the Recreation Update: the IT'S TIME TEXAS Foundation declared a tie for first place between Prosper and Lancaster in the 2018 Community Challenge - both municipalities received a trophy and cash award; the 2018 Mayor's Coffee for the Prosper Active Adult community is April 18 at Fire Station 2; registration is open for Summer 2018 camps and classes and 75 are registered, to date; and a calendar of suggested activities will be posted in July in conjunction with Parks and Recreation Month (which is sponsored by the National Recreation and Park Association).

b. Park Development Update

Naughton gave the Park Development Update: Town Council has approved the Change Order to add scoreboards to the multi-purpose fields at Frontier Park North; drainage improvements have been made at Frontier Park; and the trophy and plaque have been received from the Texas Recreation and Parks Society (TRAPS) to commemorate the TRAPS Promotes Quality of Life Initiative, awarded to the department for the playground at Lakewood Preserve.

c. Parks Operations Update

Furr gave the Parks Operations Update: there has been some vandalism at Frontier Park North – Parks staff are the first to respond to issues and, if needed, will escalate the situation to the Police Department; crews are performing maintenance now that the rain has stopped; and work is underway to hire three new staff persons. Land asked about cameras. Furr responded that cameras are in place, yet do not cover the entire area.

10. Discussion regarding any miscellaneous business or items to be placed on future Agendas.

Land said she'd like to see the Board discuss Hays Park. Naughton said Hays Park is included in the Parks Master Plan and the budget has been approved. Staff will work with the Town Purchasing Department and professional park designers to get started on ideas.

McGrath asked about sponsoring a Bike the Bricks race. Raymond said he welcomes a discussion of what it would take to host this event; the vision for downtown Prosper is it that it will be a vital area.

Land suggested forming a committee to do research and offer suggestions for the name of the park at Star Trail. She asked that the topic be placed on the May 2018 meeting Agenda.

11. Adjourn.

Motion by McGrath, second by Kern. Meeting adjourned at 6:25 pm. Approved 6-0.



Gina Kern, Secretary