



**MINUTES**  
**Regular Meeting of the**  
**Parks and Recreation Board**  
108 W. Broadway St., Prosper, Texas  
Town of Prosper Municipal Chambers  
Thursday, December 8, 2016, 6:00 p.m.

**1. Call to Order / Roll Call.**

The meeting was called to order at 5:59 pm by Barbara Cottone.

Board members present: Chair, Barbara Cottone; Vice Chair, Mandy Goddard; Secretary, Jeffrey Hodges; Rebekah Land, Rick McGrath and Chuck Smith.

Board member absent: Amy Bartley.

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

**2. Consider and act upon approval of the minutes from the October 13, 2016, Parks and Recreation Board meeting.**

Motion to approve by Smith, second by McGrath. Approved 6-0.

**3. Comments by the Public.**

**4. Informational items.**

Dudley Raymond introduced himself and was welcomed as the new Director of Parks and Recreation.

**a. Recreation Update**

Shivers spoke about the decision to cancel the 2016 Prosper Christmas Festival, scheduled for December 3. The Emergency Management Team, consisting of representatives from Police, Fire, Public Works and Recreation, met on December 2, 2016, and decided to cancel the festival due to impending inclement weather. Additional factors in the decision were cancellations of activities by surrounding cities (Dallas, Carrollton, Garland, Celina) and performers from the schools, vendors and food vendors were backing out at rapid rates. Harlan Jefferson, Town Manager, accepted the recommendation to cancel.

To salvage a Christmas activity for the Town, a lighting of the community Christmas tree has been scheduled for December 10, 2016. Activities begin at 6:00 pm and will include Santa, strolling characters, an inflatable slide, cookies and hot chocolate. At 6:45 pm, Mayor Ray Smith will light the tree and fireworks will commence immediately after. Vendors and sponsors have been invited to set up tables and a few are expected to attend. Shivers thanked Parks and Recreation Board members Cottone and Land for serving on the Christmas Festival Committee. Cottone commended the decision to have a tree lighting.

McGrath inquired about the use of Facebook and Shivers responded that social media, including Facebook, was part of the advertising mix.

Shivers encouraged the Board members to bring a device to January 12, 2017, meeting so that all can register for the IT'S TIME TEXAS Community Challenge.

b. Parks Development Update

Naughton provided an update on Frontier Park, Phase 2. Bids were received from the Construction Manager-at-Risk just after Thanksgiving and the project came in over budget. We are currently value engineering several items that will go to Town Council on December 13, 2016, for direction. We are looking at various site elements that can be scaled back to bring down the cost. Also Park Impact Fees may be used. Be assured that really good elements will remain, including artificial turf, amenities that match Phase 1, increased parking, passive amenities/pavilion and the pedestrian bridge over the pond.

Naughton presented ideas to reduce costs, including: removing 6" of grade; reducing the number of tables and benches, replacing the custom pedestrian bridge with the standard (same as Whitley Place and Lakes of Prosper) and deleting a playground shade structure (could be added later) and a few aesthetic elements from the playground. Nice climbing features will remain inside the complex. Per Council's direction, adjustments will be made and a proposal sent for approval at the January 10, 2017, Town Council meeting. At this point, fields at Frontier North, Phase 2, most likely, will not be available for use until Spring 2018.

McGrath asked for details on the budget shortfall. Naughton said the project came in \$1 million over budget. Internal deductions have been identified to save \$700k and additional items can be value engineered to make up the gap. Since 2015, construction costs have escalated. There's an estimated at 1-1/2 % increase per month on concrete and masonry work. This significantly impacted the cost of the concession building. McGrath asked if league sponsors have been solicited for playgrounds. Naughton said no sponsorships have been solicited for this project.

Lastly, Naughton said construction of Preston Lakes playground is scheduled to begin soon.

c. Park Operations Update

Furr described this time of year as the opportunity to get caught up. A big project is close to completion: fixing the drainage problem on the west side of Frontier Park due to damage by beavers. Two additional, large beaver dams are creating problems, as well. Problem will continue to be addressed into January 2017. Other continuing work includes: tree trimming, mulching beds, tree rings and fighting ants. Parks Operations is working with Prosper Little League (PLL) to completely reconstruct the baseball and softball fields at Reynolds Middle School. PLL is providing material; Parks will provide labor.

Cottone asked about new staff. Furr said interviews are underway and that three new positions are open. Looking back six years ago, Furr had two on his staff. There will be total of 13 next year.

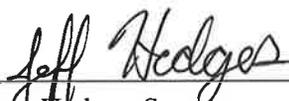
Cottone asked about the possibility of reminding the Board when a Parks or Recreation item is scheduled on the Town Council Agenda. Raymond requested Kendzie to send out a reminder prior to those Council meetings, including details on where the item falls on the Agenda.

Naughton added that, on January 10, 2017, Council will be asked to approve the Guaranteed Maximum Price for Frontier Park North, Phase 2. Once approved, shoveling ground can begin. A ground breaking is being discussed.

Goddard asked about the status of the Veterans Memorial. Naughton said a Memo of Understanding was signed at the November 29, 2016, Town Council meeting, indicating the memorial will be located at Frontier Park, along the west side entryway, within a circle area about 100 feet in diameter, with crape myrtles. The Prosper Historical Society will place the memorial there. They are raising funds and working with an engineering firm on the design in the circle. We will be involved in reviewing the construction plans. Raymond has extensive experience with constructing a Veterans Memorial in Frisco and will be able to lend expertise and give direction to the veterans group.

**7. Adjourn**

Motion to adjourn by Goddard, second by Land. Approved 6-0. Meeting was adjourned at 6:28 pm.

  
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Jeffrey Hodges, Secretary