



MINUTES
Regular Meeting of the
Prosper Parks and Recreation Board
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Thursday, May 12, 2022
6:00 p.m.

Board Members Present:

Chair, John Metcalf
Vice-Chair, Gina Kern
Ty Bledsoe
Matt Furay
Valerie Little
Bob Benson

Board Members Absent:

Cameron Reeves

Staff Members Present:

Dan Baker, Director of Parks and Recreation
Matt Furr, Parks Superintendent
Paul Naughton, Parks Planning Manager
Trevor Helton, Recreation Supervisor
Patty Kendzie, Marketing Coordinator
Kaylynn Stone, Administrative Assistant

2. Consider and act upon approval of the minutes from the March 10, 2022, Parks and Recreation Board meeting.

Motion to approve by Furay. Second by Bledsoe. Approved 6-0.

3. Consider and act upon approval of the minutes from April 14, 2022, Parks and Recreation Board meeting.

Motion to approve by Benson. Second by Kern. Approved 6-0.

4. Comments by the Public.

There were no comments by the public.

5. Consider and act upon the appointment of a Secretary.

In response to a call for nominations or volunteers by Metcalf, Kern nominated Furay. Motion to close nominations by Little; seconded by Kern. Approved 6-0.

Furay was appointed as Secretary. Approved 5-0. Abstain 1 (Furay).

6. Consider and act upon amending PYSC Bylaws.

Helton presented suggestions by Drake Dunn, President of the Prosper Youth Sports Commission (PYSC) to amend the PYSC By-laws. Drake is stepping down from the post after serving for several years. Helton relayed staff feedback to Drake's suggestions and asked the Board for their review and comment.

The Board agreed with staff responses regarding Dunn's suggestions and approved moving forward with:

- Not adding one additional voting member. Kern asked if there is an option for a Parks and Recreation Board member to attend PYSC meetings as a non-voting member. Helton said that is up to the discretion of PYSC and he will ask. Furr is a voting member.
- Removing the league boundaries from the territory.
- Changing the public meeting month from June to October. Staff recommends this meeting be moved to a Parks and Recreation Board meeting as an opportunity for the PYSC President to make a presentation.
- Moving the PYSC to a quarterly meeting from a specific day of the week to better accommodate schedules.
- Removing the proxy that a representative of a voting member may be sent in place of the voting member to cast a vote. Furay suggested modifying the wording so that it remains a proxy vote.
- Adding verbiage that officers must serve one year as a member league volunteer and pass a background check prior to being considered for an officer position. Metcalf suggested defining who is responsible for performing the background checks.
- Electing officers every two years versus even years.
- Adding verbiage that gives the Director of Parks and Recreation discretion over At-Large positions and giving PISD discretion over who serves as the At-Large member from the school district.
- Increasing the percentage of required Town residents on a team from 80 to 90 percent. Metcalf suggested running scenarios as to what 90 percent looks like to make sure the intent remains to serve the community. Baker said it is mostly about focusing on local kids in the leagues. Bledsoe asked what is the standard percentages in neighboring cities? Helton said he will look at the benchmark cities.

Helton will inquire as to whether the Town attorney needs to be involved in amending the PYSC By-laws.

7. Discuss the history of the Sexton property purchase.

Baker provided the executed contract of sale of the Town's purchase of the Sexton property to the Board and noted the highlights: the sale occurred in late 2012 and there were no agreed-upon naming rights.

8. Receive staff updates regarding current activities, special events, and personnel.

Recreation Update

Helton said Summer Camp registration is underway and camps begin May 31. More than 500 registrations have been received, to date. Camp locations for 2022 are The 407 Rec Center, Rhea's Mill Baptist Church, and the fields at Frontier Park. The recreation department will look to expand the programs for 2023, as a couple of STEM camps are already waitlisted. Camps cannot be added this year, as contractors do not have enough instructors to add programs.

Two staff positions remain open. It's anticipated new staff will be in place by mid-June.

The Moonlight Movie set to begin the Discover Downtown Series of events in Downtown Prosper unfortunately was postponed due to high winds. The vendor contract allowed for a reschedule within six months at no charge to the Town. The new date for the movie event is August 13.

The Day Trip to Mineral Wells for Active Adults on May 11, was a success. Staff will look for additional tour opportunities, most likely in Fall 2022 with cooler weather.

Little suggested hosting a tour of Prosper parks for Seniors and Active Adults. A similar type of tour has been successful for Prosper ISD.

Park Development Update

Baker said construction is underway at Star Meadow Park and hike and bike trails have been poured at Cambridge Park Estates Phase 1 and Phase 2 and Windsong Phase 8.

The design of Raymond Community Park has begun. A lot of dirt will need to be imported for the project, possibly from Windsong Ranch.

Park Operations Update

Furr said youth sports are finishing up for their seasons. Regarding staffing, he said he expects to be fully staffed within two weeks. Parks Operations continues to make repairs from the storm and handle issues from the office flooding. Staff is planting flowers and shrubs and working to get the irrigation systems in working order.

Director's Update

Baker described the Policy for naming/renaming parks. Documentation is included in the May Board packet.

The Parks and Recreation Department budget for 2022-2023 was submitted on May 6. Baker commended the staff for their work. The budget process is now underway and considered ongoing, with follow-up expected.

Conditional offers have been made to two candidates who applied for the Recreation positions (Programs and Special Events).

The Windmill Playground 10-Year anniversary celebration will be hosted on May 20 to recognize the stakeholders who built the park.

Boots on Broadway will be a country music night in Downtown Prosper on June 11. Broadway Street will be closed between Coleman Road and McKinley Street and the area will be fenced. Adult beverages will be served. Come for great music with headliner Gary P. Nunn!

9. Request for future agenda items.

There were no requests for future agenda items.

10. Adjourn.

Motion to Approve by Kern. Second by Furay. Approved 6-0.

Adjourned at 7:03 pm.



~~John Motealf, Chair~~

Matthew Furay, Secretary