



MINUTES
Parks and Recreation Board Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Thursday, January 8, 2026
6:00 PM

1. Call to Order / Roll Call.

The meeting was called to order at 6:00 p.m.

Board Members Present:

Daniel Knox, Chair
Bob Benson, Vice Chair
Valerie Rodriguez
Deb Horan
Kari Castro, Secretary
Kyle LaFerney

Staff Members Present:

Dan Baker, Director of Parks and Recreation
Kurt Beilharz, Assistant Director of Parks and Recreation
Matt Furr, Parks Superintendent
Trevor Helton, Recreation Manager
Talia Stevenson, Senior Administrative Assistant

2. Consider and act upon the minutes of the November 13, 2025, Parks and Recreation Board Meeting.

Motion to approve the minutes made by Board Member LaFerney, seconded by Secretary Castro. Motion approved 6-0.

3. Election of Board Officers.

Daniel Knox nominated himself as Chair; motion passed unanimously (6-0).

Kyle LaFerney nominated Bob Benson for Vice Chair; motion passed unanimously (6-0).

Kyle LaFerney nominated Kari Castro for Secretary; motion passed unanimously (6-0).

4. Citizens Comments.

There were no citizen comments.

5. Consider and act upon a park facility agreement for Creekside Park.

Assistant Director Kurt Beilharz presented the park facility agreement for Creekside Park. Discussion was held regarding the agreement.

Director Dan Baker clarified that sufficient funds are not currently available to fully develop the area into a park.

Due to the developer's request to name the park Shaddock Park, Board Member LaFerney inquired about the applicable ordinance regarding park naming.

Director Dan Baker provided background on the Town ordinance pertaining to park naming. Clint Richardson was in attendance and available to answer questions.

A motion to approve the park facility agreement for Creekside Park, with the exception that the park is not named Shaddock Park, was made by Board Member LaFerney and seconded by Secretary Castro. The motion passed unanimously (6-0).

6. Consider and act upon a park facility for Brookhollow Park.

Assistant Director Kurt Beilharz presented the park facility agreement for Brookhollow Park.

Secretary Castro asked how much trail this will add to and the timeline for the park.

Assistant Director Kurt Beilharz deferred to the developer in attendance.

A motion to approve the park facility agreement for Brookhollow Park was made by Chairman Knox, seconded by Board Member Rodriguez. Motion passed unanimously (6-0).

7. Consider and act upon revisions to the Doe Branch Master Plan.

Assistant Director Kurt Beilharz presented the Doe Branch Community Master Plan Updates.

A motion to approve the Doe Branch Community Master Plan was made by vice chair Benson, seconded by board member Rodriguez. Motion passed unanimously (6-0).

8. Consider and act upon amendments to Park Programming and Development Fees.

Director Dan Baker presented the current and staff recommended changes to the park programming and development fees.

Discussion was held.

The following recommendations were made by the Parks and Recreation Board:

PARB Recommendation Jan 2026	
Recreation	
Pavilion	Resident: \$50 / 4 hours (1-50 people) \$75 / 4 hours (51-100 people) \$125 / 4 hours (100-200 people) Non Resident: \$500 / 4 hours (1-200 people)
Synthetic Turf Fields	Resident: \$75 / hr Non Resident: \$200 / hr
Grass Fields	Resident: \$40 / hr Non Resident: \$150 / hr
Tournaments	\$75 / team up to two days \$60 / team for each added day \$200 deposit per field \$1500 minimum fee No gate fee
Park Planning	
Parkland Dedication*	1 ac. Land / 30 units or 5% of total acreage
Park Improvement	\$2250 / single family unit \$3500 / multi family unit

A motion was made to approve the Parks Board recommended fees as read made by Secretary Castro, seconded by Board Member LaFerney. Motion passed unanimously (6-0).

9. Receive staff updates: Recreation, Park Development, Park Operations, and Director.

Park Development:

Assistant Director Kurt Beilharz provided an update on the Raymond Community Park project. The restroom and concession building is approximately 95% complete. The tennis and pickleball courts are 100% complete, and the playground is 90% complete. The final concrete pour occurred on December 31, and all concrete work for the park is now 100% complete. The Hike & Bike Trail is also 100% complete. Overall project substantial completion is scheduled for mid-February, weather permitting.

Recreation:

Helton provided updates on recreation programming. Winter programs are scheduled to begin the week of January 12. Spring programming has been finalized, and preparations for summer programs are currently underway.

Park Operations:

Furr provided updates on park operations, including tree and bush removal at Raymond Community Park in preparation for new sod installation.

Director:

Baker provided updates on the upcoming calendar. The Town Council Boards and Commissions Workshop is scheduled for January 27, 2026, from 5:00-6:15 p.m. in the Community Room.

The next Parks and Recreation Board meeting is scheduled for February 12 at 6:00 p.m. The Prosper Fishing Derby will take place on February 21 from 9:00-11:00 a.m. at the Frontier Park Pond.


9. Request for future agenda items.

No agenda items requested.

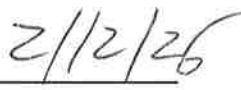
10. Adjourn.

Motion to adjourn by Secretary Castro, seconded by Vice Chair Benson.

Meeting adjourned at 8:17 p.m.



Daniel Knox, Chair



Date