



PARKS AND RECREATION DEPARTMENT

To: Mayor and Town Council

From: Dan Baker, Parks and Recreation Director

Through: Mario Canizares, Town Manager
Robyn Battle, Executive Director

Re: Professional Services Agreement for Doe Branch Community Park
Master Planning

Town Council Meeting – January 28, 2025

**Strategic Visioning Priority: 1. Acceleration of Infrastructure
4. Provide Excellent Municipal Services**

Agenda Item:

Consider and act upon approving a Professional Services Agreement between Kimley Horn and the Town of Prosper, Texas, for design services and preparation of a Master Plan for the Doe Branch Community Park property (Project #PK202513) for an amount not to exceed \$134,600; and authorizing the Town Manager to execute documents for the same.

Description of Agenda Item:

This project involves development of a Master Plan and Opinion of Probable Cost for development of a Community Park in the 162-acre Doe Branch Property. These services do not include construction documents.

This item was unanimously approved by the Parks and Recreation Board at their January 23, 2025, meeting.

Budget Impact:

This is a budgeted expense for FY 2024-2025 that is funded through Park Improvement Fees. The total cost of services is \$129,600 plus up to \$5,000 for additional meetings and coordination for a total amount not to exceed \$134,600. The original budget for this project was \$140,000. Funding for this contract is available in account PK202513.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the standard Professional Services Agreement as to form and legality.

Attached Documents:

1. Professional Services Agreement
2. Preliminary Schedule

Town Staff Recommendation:

Town Staff recommends approving a Professional Services Agreement between Kimley Horn and the Town of Prosper, Texas, for design services and preparation of a Master Plan for the Doe Branch Community Park property (Project #PK202513) for an amount not to exceed \$134,600; and authorizing the Town Manager to execute documents for the same.

Proposed Motion:

I move to approve a Professional Services Agreement between Kimley Horn and the Town of Prosper, Texas, for design services and preparation of a Master Plan for the Doe Branch Community Park property (Project #PK202513) for an amount not to exceed \$134,600; and authorize the Town Manager to execute documents for the same.