

MINUTES OF THE  
CITY OF PRINCETON  
SPECIAL PARKS & RECREATION ADVISORY  
BOARD MEETING OF May 19, 2009

The Princeton Parks & Recreation Advisory Board met in a special session in the Council Chamber at City Hall, located at 306 Main Street Princeton, Texas, on May 19, 2009.

The following Commission Members were present: Michelle Keefe, Vice Chairman; Tonya Jones, Secretary; Debbie Hamby, Yvonne Moore, and Kyle Ackerman. Absent Commission Members were: Chad Larson, Chairman and Teresa Noble. The following staff members were present: Cathy Dunkel, Parks Staff and Lee Lawrence, City Administrator.

Ms. Keefe asked Kyle Ackerman to act as Chairman. Mr. Ackerman called the meeting to order at 7:08 pm. Mr. Ackerman called roll and certified a quorum. Ms. Moore led the Pledge of Allegiance.

**Consent Agenda:**

“Discussion and possible approval of the Princeton Parks and Recreation Board regular meeting minutes of April 2, 2009”. Ms. Keefe made a motion to approve the minutes. Ms. Moore seconded the motion. The motion was unanimously approved.

“Discussion and possible approval of the Princeton Parks and Recreation Board special meeting minutes of April 21, 2009”. Ms. Keefe made a motion to approve the minutes. Ms. Moore seconded the motion. The motion was unanimously approved by the Board.

**Special Agenda:**

**Resignation**

“Discussion and possible approval to accept Teresa Noble’s resignation from the Princeton Parks and Recreation Board (Place 6).” Ms. Moore made a motion to accept Teresa Noble’s resignation. Ms. Jones seconded the motion. The motion was unanimously approved by the Board.

### **Applications**

“Discussion, possible approval and recommendation to the City Council to accept Donnie Prentice (Place 6) to serve on the Princeton Parks & Recreation Board.” Members of the board asked several questions of Mr. Prentice and Mr. Prentice answered the questions. Ms. Jones made a motion to recommend to the City Council that Mr. Prentice be appointed to the Parks Board. Ms. Keefe seconded the motion. The motion was unanimously approved by the Board.

### **Duties of the Parks & Recreation Board**

“Discussion and possible action regarding the duties and procedures of the Princeton Parks and Recreation Board”.

The Board had several questions concerning how a Parks issue/concern is placed on the City Council’s Agenda and the role of the Parks Board in reviewing issues and making recommendations to the City Council. Based on the information provided by Mr. Lawrence, City Administrator, there is no written procedure detailing the steps for a citizen to bring an issue to the Parks Board. The City Council has not established a written set of rules concerning what issues they will ask the Parks Board for a recommendation on or what steps will follow once a recommendation is made. Mr. Lee was asked if the Mayor and City Council would be open to having a written process concerning what issue would be sent to the board for recommendation prior to placing those items on the City Council’s agenda. Mr. Lee said that he believed that the Mayor and City Council would be open to having a written procedure for placing items before the Parks Board before placing them on the Agenda for the Council.

Ms. Jones made a motion that a proposal be drafted by Ms. Dunkel or Mr. Lee listing the kinds of issues that the Council would like a recommendation on from the Parks Board prior to placing the issue on the City Council's agenda and the steps to be followed by the Parks Board and the City Council once a recommendation is made. She proposed that the draft be presented to the Parks Board first, followed by the proposed guidelines being placed on the City Council's agenda within the next 60 to 90 days. Ms. Moore seconded the motion. The motion was unanimously approved by the Board.

### **2009 – 2010 Budget**

“Discussion of the proposed budget for 2009 – 2010 fiscal year.” Ms. Dunkel presented budget. Ms. Dunkel and Mr. Lawrence answered questions.

### **Park Grants**

“Discussion and status report on park grants”. Ms. Dunkel presented a status update. Ms. Dunkel and Mr. Lawrence answered questions.

### **Park Improvement Project**

“Discussion and status report on park improvement. Ms. Dunkel presented a status update. Ms. Dunkel and Mr. Lawrence answered questions.

### **Recreation Department**

“Discussion regarding proposed programs for summer months.” No discussion held. Ms. Hamby moved that the discussion be moved to the next meeting. Ms. Moore seconded the motion. The motion was unanimously approved by the Board.

### **Report Items:**

#### City Staff

- West College Avenue

Lee Lawrence presented projected cost for street project.

- Dog Wood Pump Station

Lee Lawrence provided an update. This is a 2 million gallon ground water storage tank for the City of Princeton. It is a Five Million Dollar deal. All plans are on track.

- 2<sup>nd</sup> Street and other local streets.

Lee Lawrence reported the bidding should start within 30 days and the 2<sup>nd</sup> Street project should be finished this summer.

- Monte Carlo Blvd.

Lee Lawrence provided an update. This project must be completed as a condition of obtaining the Parks and Wildlife Grant. Bidding will start late this summer.

Will start with 2 south lanes and build turn lanes.

- Princeton 860 Project

Lee Lawrence provided an update. The agreement has been signed

- 2009 Spring Onion Festival.

Cathy Dunkel provided an update. A large number of people attended. The booth of the City of Princeton reflected all of the park plans. Several citizens stopped by to ask questions.

- Princeton's Annual Spring City Wide Clean Up Day.

Cathy Dunkel provided an update. The project was successful.

- Collin County Community Service.

Cathy Dunkel provided an update. The project continues and has been successful thus far.

- Next Meeting Tuesday, June 2, 2009.

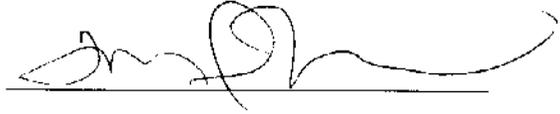
**Adjournment:**

Ms. Moore made a motion to adjourn the meeting. Ms. Hamby seconded the motion. The motion was unanimously approved by the Board. The meeting adjourned at 9:41 p.m.

These minutes approved on the 2nd day of June 2009.



Kyle Ackerman, Acting Chairman



Tonya Jones, Secretary