

MINUTES OF THE
CITY OF PRINCETON
REGULAR PARKS & RECREATION ADVISORY
BOARD MEETING OF JANUARY 3, 2008

The Princeton Parks & Recreation Advisory Board met in regular session in the Council Chamber at City Hall, 306 Main Street, on January 3, 2008 at 7:00 PM.

The following Commission Members were present: Chairman Tommy Gilliam, Vice Chairman Jason West, Teresa Noble, Randy Hosier, Dayna Johnson, Debbie Hamby and Michelle Keefe. Alternate member Gerry Thompson was absent. The following Staff Members were present: Cathy Dunkel, Economic Development, Jeff Cartwright, Director of Public Works, and Lee Lawrence, City Administrator.

A. Chairman Tommy Gilliam called the meeting to order at 7:00 followed by **(B)** the Pledge of Allegiance.

C. **Consent Agenda:** "Discussion and possible approval of the Princeton Parks and Recreation Board special meeting minutes of August 23, 2007. Discussion and possible approval of the Princeton Parks and Recreation Board regular meeting minutes of September 6, 2007. Discussion and possible approval of the Princeton Parks and Recreation Board regular meeting minutes of October 4, 2007. Discussion and possible approval of the Princeton Parks and Recreation Board regular meeting minutes of October 4, 2007."

All minutes were read. Debbie Hamby moved to approve the minutes as written. Dayna Johnson made the second. All four minutes were approved unanimously.

D. **Regular Agenda: (1)** "Discussion, possible approval and recommendation to the City Council to accept David Rogers' application to be an alternate board member of the Princeton Parks and Recreation Board."

Cathy Dunkel presented a letter written by Mr. Rogers explaining his experience in Parks and Recreation and his desire to be on the Board. After a short discussion, Teresa Noble moved to recommend to City Council to accept David Rogers' application. Second was made by Debbie Hamby. The motion carried unanimously.

(2) "Discussion regarding the Collin County Project Assistance Program that awarded funds to the Princeton Community Park in the amount of \$36,590.00."

Cathy Dunkel pointed out to the Board that according to Item #12 of the Project Funding schedule, the funds were to be used to fund entry feature, landscaping, bleachers, park benches, picnic tables and improvement to playground area. Ms. Dunkel advised the Board that she had

been working with Sign A Rama and Hamilton Landscaping. They are working together on the sign and landscaping. Products for ground covering at the playground area, bleachers, tables and benches were also discussed. A definite decision must be made by February, therefore a special meeting will be held on Monday, January 14, 2008. Vice Chairman West stated that he was interested in a Dupont product which was a thick foam to cover the playground area. Ms. Dunkel stated that the Board will have about three choices on the products. The Board agreed there needed to be something that could not be picked up and carried off or would have to be replaced periodically. There is an April deadline for completion of this project.

(3) “Discussion and possible approval regarding Facilities Utilization Agreement with the City of Princeton and Princeton Youth Sports Association (PYSA).”

Vice Chairman Jason West stepped down for this Agenda Item because he is the President of PYSA. He is representing PYSA during the discussion of the Item.

There were no changes made to Page 1 of the agreement. On page 2, Section IV, the Board recommends changing the first sentence to read “It shall be the responsibility of the PYSA to collect all user fees and to submit these fees along with team rosters to the CITY **not more than thirty (30) days after the final sign up** for that season. PYSA will provide the CITY with the final sign up date.

Section V recommendation is that the first sentence include an addition to read “PYSA may host tournaments under the terms of this agreement; **and any special circumstances brought forth by the governing league.**”

Section XII recommendation is to change the typographical error to read \$300,000 in the first paragraph. Also **omit** the last sentence in the second paragraph which reads “**In addition, the policy shall include the City of Princeton as an additional insured party.**”

Section XVI recommendation is to change the first sentence to read “CITY agrees to allow **one (1)** PYSA representative authorization to control the athletic field lights”.

Section XVII recommendation is to change the second sentence to read “Any termination will be made with a thirty (30) day **written** notice”.

The following changes are recommended for Exhibit “C” of the Agreement:

Tournament Requirements: recommendation is to change the second item to read “Any request for tournament play must be made in writing by the sponsoring organization **to the Director of Pubic Works.**”

It is recommended to **omit** Items #6 and #7 from Tournament Requirements on Exhibit “C”.

Item #15 is recommended to **omit** the first sentence, leaving Item #15 to state only: “Field preparation will be the responsibility of the sponsoring organization.”

Item #19 is recommended to be changed to read “Costs for litter removal and restroom cleaning **may** be charged to PYSA.”

(4) “Discussion and possible approval to accept Community /POW Park Preliminary Concept Plan”. City Administrator, Lee Lawrence, presented the plan. He stated that the pond indicated on the preliminary plan needed to be examined more closely by Engineering. It was decided by the Board that this Item should be tabled until the January 14, 2008 meeting. Michelle Keefe moved to table this item until January 14, 2008. Second was made by Teresa Noble. The motion carried unanimously.

(5) “Discussion and possible action to apply for a grant through the Texas Recreational Trails Fund/Texas Parks & Wildlife Department to construct new recreational trails at the Community/POW Park.” (6) “Discussion and possible action to apply for the Outdoor Recreation Grant Program/Texas Parks & Wildlife Department to develop public recreation areas and facilities at the Community/POW Park.”

These two items were discussed and considered together. City Administrator, Lee Lawrence, addressed the Board. He stated that it was possible for both grants to be obtained if the City’s plans was broad enough and versatile enough to serve the interests of most of the population. He added that there is nothing to lose by applying for both grants and that being awarded one would not affect the possibility of gaining the other. Teresa Noble moved to recommend applying for both grants. Second was made by Debbie Hamby. The motion carried unanimously.

(7) “Discussion regarding Corps of Engineers/Twin Groves Park to consider leasing lands for Public Park and Receptions.” City Administrator, Lee Lawrence, presented a map showing the location of the site. He explained that the land was donated a long time ago, and that it must be used for City facilities. Mr. Lawrence asked the Board to be thinking of uses for the property.

(8) “Discussion regarding the City of Princeton Ordinance No. 2006-06-13 Rules and Procedures for Parks and Recreation Board.” Ms. Dunkel stated that she and the City Administrator would like the requirement of the Chairman or Vice Chairman present at the meeting to be eliminated from the Ordinance. The Board agreed. She also asked for a commitment from each board member to make the scheduled meetings and to participate to ensure the success of the Board.

E. Report Agenda: No reports from the Chairman. Vice Chairman Jason West apologized to the Board for his absents at the last few meeting. He stated that there were circumstances out of his control. However, now he should be able to attend regularly. Board member Debbie Hamby informed the Board that she missed her first meeting due to her involvement in the Fire Academy. She has now graduated and will be attending regularly.

F. Report or Updates for City Staff: Jeff Cartwright, Director of Public Works, advised the Board that the water levels at Lake Lavon were remaining fairly steady at 3' below average. He also discussed the plans for a second boat dock sometime in the future.

G. Agenda Items and/or Requests for the Board: Cathy Dunkel informed the Board that she had received compliments on the Park during the Veterans Day activities. She also advised that we now have eight security cameras installed, and that CDC would be taking care of the fees at this time. Also, fences have been installed around the electrical boxes and a new yard fence is up around the Maintenance Building. Ms. Dunkel also advised that we do have funds for a new concession stand and plans for that will be discussed at a future meeting.

H. Adjournment: Debbie Hamby moved to adjourn the meeting. Second was made by Dayna Johnson. The motion carried and the meeting adjourned at 9:37 p.m.