

MINUTES OF THE  
CITY OF PRINCETON  
SPECIAL PARKS & RECREATION ADVISORY  
BOARD MEETING OF JUNE 17, 2008

The Princeton Parks & Recreation Advisory Board met in regular session in the Council Chamber at City Hall, 306 Main Street, on June 17 2008 at 7:00 PM.

The following Commission Members were present: Vice Chairman Jason West, Teresa Noble, Dayna Johnson, Debbie Hamby and Yvonne Moore. Board members: Michelle Keefe and Randy Hosier were absent. The following Staff Members were present: Cathy Dunkel, Economic Development, Jeff Cartwright, Director of Public Works, and Lee Lawrence, City Administrator.

**Regular Agenda:**

1. Cathy Dunkel, City Staff, advised the Board that since the resignation of Tommy Gilliam, Chairman, it would be acceptable for her to fill in as Interim Chairman. She called the meeting to order at 7:10 p.m. followed by the Pledge of Allegiance.

2. "Discussion regarding Places 2, 4, 6, and 7, the appointment will expire in August 2008." Place 2 is Jason West, Place 4 is Michelle Keefe, Place 6 is Teresa Noble and Place 7 is Debbie Hamby. Ms. Dunkel advised those Board members that if they are interest in reappointment, they would need to submit a new application for consideration by the City Council."

3. "Discussion and Introduction of our new Board member, Yvonne Moore." Ms. Moore told the Board a little about herself and her family. She was welcomed by the Board.

4. "Discussion regarding the City of Princeton Master Park Plan." Mr. Lee Lawrence, City Administrator addressed the Board. He advised that it is essential for the City of Princeton to have an acceptable Master Park Plan to obtain funding through grants. He stated that the locations shown on the master plan were general locations of the areas where parks were possibly needed, and not exact locations of specific parks. Mr. Lawrence then discussed possibilities of lease agreements with the Corp of Engineers for future park development. He stated that our plan would have to be submitted to the State and accepted at meeting their requirements. However, he added that the Corp of Engineers would not enter into a lease agreement until we are financially ready to take care of the City's part of the responsibility.

5. "Discussion and possible approval to apply for the 2008 Collin County Project Funding Assistance Program." Mr. Lawrence addressed the Board. He advised that Collin County voters had passed a bond election for a program which commits \$17 million for parks and open space. He stated that municipalities are awarded funds on a competitive basis, to be allotted over a

three year period. The City of Princeton is applying for approximately \$200,000-\$250,000, to mesh with the Texas Parks and Wildlife grant. Since the State grant is primarily awarded for recreation facilities only, we will be trying to ask for funding for other amenities, such as parking lots, bathrooms, concession stands, community center, etc., through the Collin County grant application. The deadline for the application for the Collin County Project Funding Assistance Program is July 8, and should be presented to City Council at the June 24, 2008 meeting.

6. "Discussion regarding the application to the Texas Parks and Wildlife Outdoor Recreation Grant Program." Mr. Lawrence advised the Board that this is the other part of the mesh which was mentioned during the last agenda item. He stated that these funds would be used for recreational activities such as the disc golf course, the skate board park, splash pad, horseshoe pit, and the hike and bike trails. He added that the trails would be the most expensive part of the park improvements. He informed the Board that he would find out if the pond and fountain would be qualified features for the funding. He stated that he did not believe they would be awarded points for those on the application. This grant is a 1 to 1 match and the City does have ample funds.

7. "Discussion regarding the Park Improvement Fee." Mr. Lawrence informed the Board that the fee schedule did include a \$100 Park Improvement Fee to be paid by the building permit holder of each lot. However, development of capital facilities required much more than that. He stated that we need to do a study to see what is needed and request that City Council adopt the study and an appropriate fee. Board members asked how this worked in conjunction to the recently adopted Parkland Dedication Ordinance, where there were fees in lieu of land. It was decided that the Parkland Dedication Ordinance would be revisited at the next meeting.

8. "Discussion regarding an update report of the 2007 Collin County Project Funding Assistance Program." Cathy Dunkel advised the Board that the bleachers, picnic tables, playground surfacing, monument sign and landscaping had been purchased with the \$36,590 which was received from the Collin County Project Funding Assistance Program, along with funds matched by the City. There were extra expenses such as shipping and handling, electrical wiring, etc., totally approximately \$7000, which the City provided the funding with funds that were designated for new improvements. Ms. Dunkel gave a complete breakdown of the cost of each item purchased, listing the amount paid by the assistance program and the amount paid by the City.

9. "Discussion and possible action regarding next regular scheduled meeting." The date of the regular meeting is July 3, 2008. The Board decided to keep that meeting scheduled at this time. However, after Ms. Dunkel checks with the two absent members, if there is not a quorum; the alternate date will be July 7, 2008.

**Report Agenda :**

Chairperson:           None  
Vice-Chair:           None  
Board Members:       None

**Report or Update from City Staff:**

- 4<sup>th</sup> of July Community Event: City Booth – There will be a booth at the event from 6:00 p.m.-10:00 p.m. Any Board Member will be welcomes to stop by and help Cathy Dunkel man the booth.
- Recreational Trail Grant Program: Application was submitted to Texas Parks and Wildlife and we should hear something in September or October.
- Memorial Park: Wedding Event on June 7<sup>th</sup>. The Park will be utilized for a wedding on June 7<sup>th</sup>.
- Facilities Utilization Agreement with the City of Princeton and Princeton PYSA. The agreement has been executed.
- Rules & Procedures for Boards, Commissions and Committees: Amended Ordinance #2006-06-13. It is no longer a requirement that Chairperson or Vice-Chairperson be present to conduct a meeting, as long as a quorum is met.
- Bridge Improvements on College Street: The bridge is usable until the permanent improvements are made. The City is waiting on FEMA monies that are not yet accessible.

**Adjournment:**

Teresa Noble moved to adjourn. Second was made by Yvonne Moore. The meeting adjourned at 8:35 p.m.