TERRELL PARK BOARD

SERVICE CENTER
400 INDUSTRIAL BLVD. - TERRELL, TEXAS
6:00 PM, WEDNESDAY, SEPTEMBER 21, 2016

Mary Mccoy
Chairman

Christy Gail
Member

Katie Osinde
Member

Mayrani Velazquez
Member

Reginald Pegram
Member

Justin Wallace
Member

Charles Burnes
Member

1. CALL TO ORDER
2. DISCUSS AND CONSIDER APPROVAL OF THE MINUTES OF JULY 20, 2016
3. DISCUSS PARK DEDICATION FUNDS
4. UPDATE ON PARKS MAINTENANCE & REPAIR LIST
5. UPDATE ON SECURITY AND VANDALISM
6. DISCUSS MISCELLANEOUS ITEMS
7. HEAR REMARKS FROM VISITORS
8. ITEMS FOR FUTURE MEETINGS
9. SET NEXT MEETING DATE – NOVEMBER 16, 2016
10. CONSIDER MOTION TO ADJOURN

I HEREBY CERTIFY THAT THIS NOTICE WAS POSTED ON THE BULLETIN BOARD AT TERRELL CITY HALL, 201 E. NASH ST., TERRELL, TEXAS, ON THURSDAY, SEPTEMBER 15, 2016 AT 12:00 P.M.

JOHN ROUNSAVALL, CITY SECRETARY
(SEAL)

Terrell Park Board Meeting Minutes
Wednesday, July 20, 2016
City of Terrell - Service Center
400 Industrial Blvd - Terrell, TX 75160
6:00 PM

MEMBERS PRESENT: Mary Mccoy, Katie Osinde, Justin Wallace, Christy Gail, Mayrani Velazquez, Reginald Pegram

MEMBERS ABSENT: None

VISITORS PRESENT: Carlton Tidwell, Greg Shumpert, Chad McFarlane, Gary Lindsey, Gale Surratt, Keith Willis, Tim Royce- Council Member, Percy Butler - Parks Crew Leader, Glenn Caldwell - Director of Public Services

CALL TO ORDER: The meeting was called to order by Mary Mccoy at 6:00p.m.

DISCUSS AND CONSIDER APPROVAL OF THE MINUTES OF MAY 18, 2016: Motion made by Mayrani Velazquez to approve the minutes. Second by Christy Gail. Motion carried.

DISCUSS AND CONSIDER ELECTION OF OFFICERS: Motion made by Mary Mccoy to elect Mayrani Velazquez as Vice Chairman. Second by Christy Gail. Motion made by Mayrani Velazquez to elect Katie Osinde as Secretary. Second by Justin Wallace. Motion carried.

DISCUSS PARK DEDICATION FUNDS: Glenn Caldwell explained the process for how neighborhood park funds are obtained and allocated. Percy Butler reported he obtained a quote for lighting at Breezy Hill. A revenue by fiscal year has been requested along with neighborhood park fund summary report at each meeting.

DISCUSS PARK, RECREATION OPEN SPACE MASTER PLAN: Greg Shumpert reviewed the Park Rules and Regulations. The last time any changes were made was over twenty years ago. There are terms and wording that needs to be clarified so that, we are in compliance with the State Laws. Suggested changes: Article I Sec. 1-15: Park Regulations (a).

Carlton Tidwell- Executive Chamber Board clarified alcohol consumption would occur only at the barbecue area. Three police officers would have to be nearby. Mr. Tidwell described the location of the barbecue area for the Heritage Jubilee. Motion made to approve changes in Ordinance No. 2666. Motion passed.

DISCUSS AND CONSIDER PARK REGULATIONS ORDINANCE: Glenn Caldwell provided an overview of the complete process leading up to an overall Comprehensive Master Plan and Ben Gill Park Master Plan. Halff Associates were approved to complete the Comprehensive Master Plan and the Ben Gill Park Master Plan.

Reginald Pegram- inquired about the separate master plan for Ben Gill Park.

Mayrani Velazquez- Will funds be distributed to both plans as they are received?

Glenn Caldwell- Clarified he will advocate for the distribution of equal funds for implementation of both Ben Gill Park Master Plan and the overall Park Master Plan.

UPDATE ON PARK MAINTENANCE & REPAIR LIST: Mary Mccoy explained to the new Park Board Members the process for adding maintenance and repair for all five parks. Request will be sent to Mary Mccoy via e-mail which includes date of the park visit and request. Percy Butler offered his e-mail address to send work orders for the Park. "Talk to Terrell" is available to citizens for submission of park orders and maintenance. A suggestion was made for the Terrell Tribune and Chamber of Commerce to remind citizens of the opportunity to submit the park maintenance request. Mr. Caldwell suggested adding the online link for park maintenance requests to the City of Terrell mobile site.

UPDATE ON YOUTH RECREATION MANAGER: Preston Darby has accepted an offer for the Youth Recreation Manager starting August 12, 2016. Mr. Darby will be invited to the next Park Board meeting.

UPDATES ON USER FEES: Mr. Caldwell clarified 2015 TARA user fees were paid late on May 11, 2016.

UPDATE ON SECURITY AND VANDALISM: A vandalism report was provided in the agenda packets.

DISCUSS MISCELLANEOUS ITEMS: The Chamber of Commerce reported they have a process in place for events hosted in Terrell and the Vendors. Mayrani Velazquez asked if the City of Terrell would provide business cards for board members and budget funding for attending park conventions for learning opportunities. Mr. Caldwell stated he is currently waiting on approval to see if that would be possible.

HEAR REMARKS FROM VISITORS:

Chad McFarlin: Can a mobile shaving unit be set up at concessions and park events?

Councilman Tim Royse: Explained the process for becoming a vendor through TARA.

Glenn: Referred Mr. McFarlin to Municipal Development.

Gail Surratt: Shared concerns about vegetation growing in Ben Gill Park pond, loose boards on the bridge, and trash on the park grass and play center. Needles and beer cans have been found at the play area by the gazebo.

Glenn: Reported the city is working to prioritize funds to manage the pond. He has met with organizations to review vegetation growth at Ben Gill Park pond. He shared the City of Terrell maintenance crew cleans the parks and removes trash daily.

ITEMS FOR FUTURE MEETINGS:

- POTENTIAL FUTURE EVENTS
- UPDATE ON BEN GILL PARK POND PROCESS
- DISCUSS TRASH RECEPTACLES

SET NEXT MEETING DATE: September 21, 2016 at 6:00PM at the Service Center.

CONSIDER MOTION TO ADJOURN: A motion was made by Christy Gail at 9:00pm to adjourn the meeting. Second by Justin Wallace. Motion carried.

PARK FUND SUMMARY REPORT

Park Fund Current Balances By Quadrant

Subaccount		Revenue		Expenses		8/31/2014 Current Balance
Northwest (Future)	$	49,000.25	$	-	$	49,000.25
Northeast (Arlie White & Future)	$	100,000.25	$	64,295.50	$	35,704.75
Southwest (Breezy Hill & Future)	$	21,000.00	$	6,622.50	$	14,377.50
Southeast (Stallings, Kings Creek & Future)	$	5,000.00	$	4,200.00	$	800.00
Park Fund Interest, Fees and Adjustments	$	7,105.49	$	5,545.00	$	1,560.49
Totals	$	182,105.99	$	80,663.00	$	101,442.99

Parks
Maintenance and Repairs

Stallings Addition Park

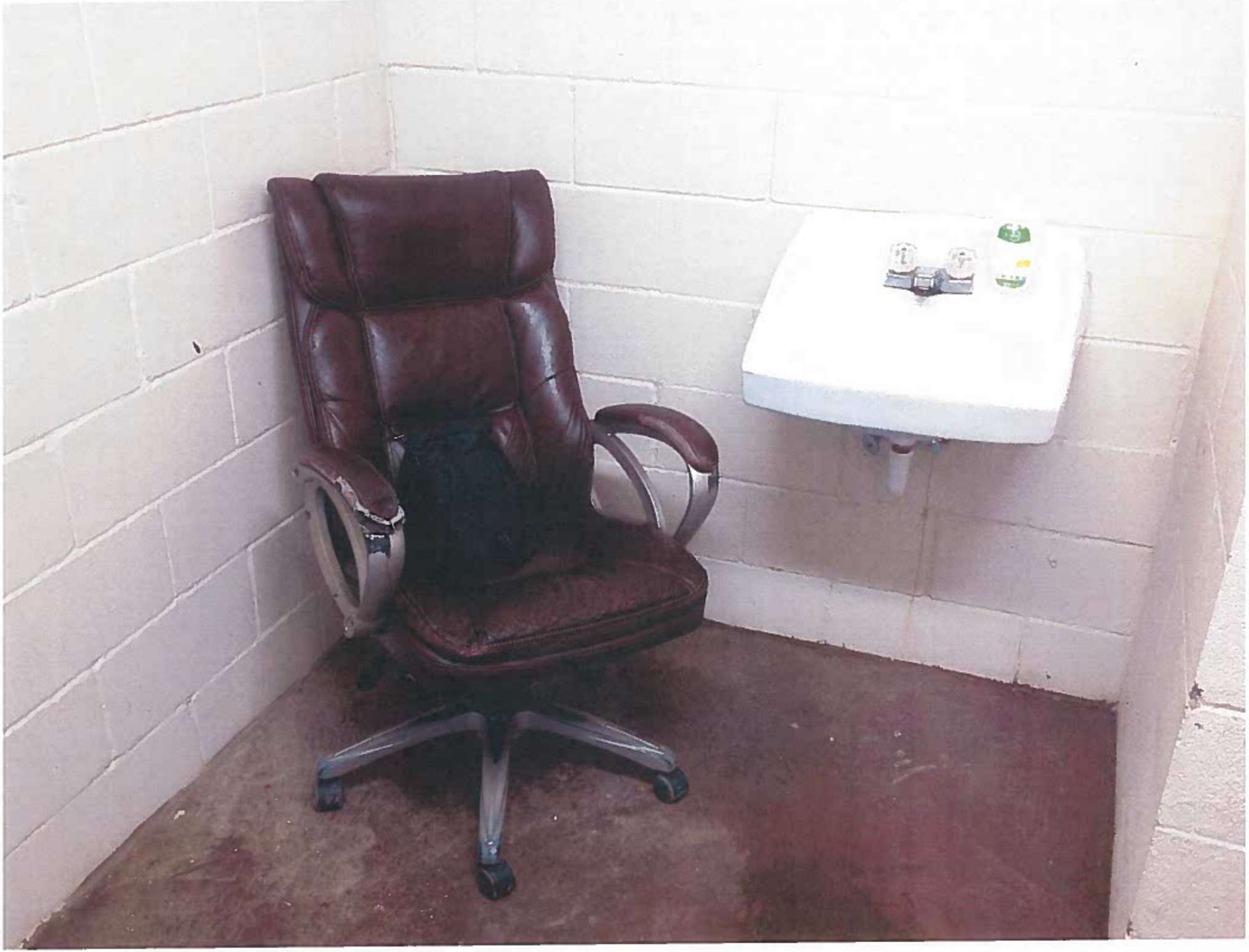
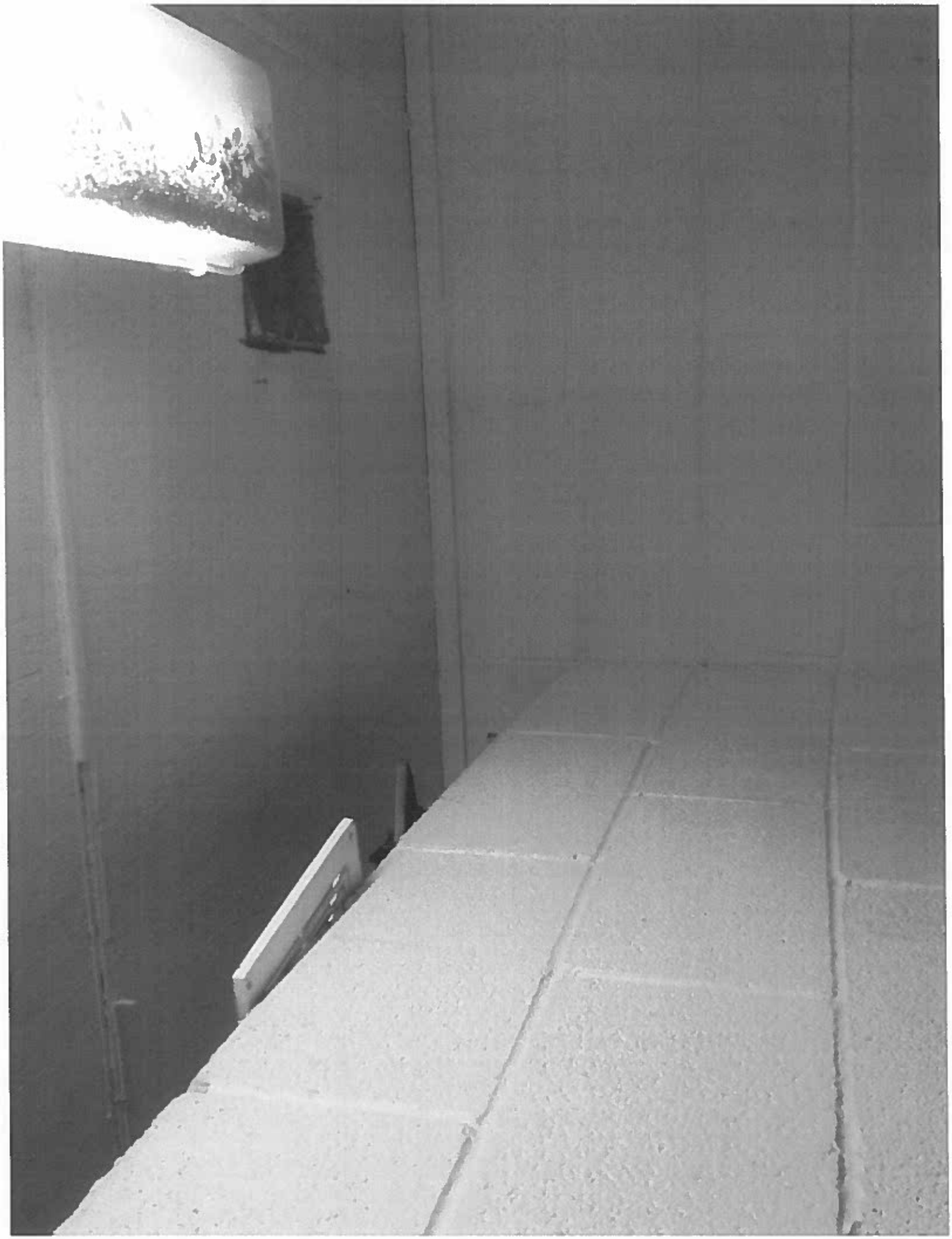
Date	Report/Request	Status
3/18/2015	Goals do not have nets	Completed
3/18/2015	Basketball court standing water	Budget item
3/18/2015	Water fountain does not work	Completed
3/18/2015	Power wash equipment	Completed
3/18/2015	Baseball back stops	Budget Item
3/18/2015	Standing water at basketball court & playground	Completed
3/18/2015	Dead Trees	Completed
3/18/2015	Electrical box exposed and opened	Completed
3/18/2015	Signs are worn	Pending more information
3/18/2015	Drainage around park mats under swing	Completed

Breezy Hill Park

3/18/2015	Sign crooked	Completed
3/18/2015	Bases torn up	Completed
3/18/2015	Fence is leaning	Budget Item
3/18/2015	Water fountain not working	Completed
3/18/2015	Metal on top of dugouts coming up	Completed
3/18/2015	Power washing	Completed
3/18/2015	Fire pits rusted	Completed
3/18/2015	Weedeat grass	Completed
3/18/2015	Bench falling over	Completed
3/18/2015	Wood around playground is sinking	Budget Item
3/18/2015	Plastic border around playground area is weak	Completed
3/18/2015	Painting	Completed
3/18/2015	Rusted metal on play equipment	Merry-go-round removed. Completed
3/18/2015	Missing swing	Completed
3/18/2015	Six (6) nets missing	Completed
3/18/2015	Restripe basketball court	Completed
3/18/2015	Benches broken	Completed
3/18/2015	Plastic under slide needs replacing	Budget Item
3/18/2015	Graffiti on basketball court	Completed
3/18/2015	Wire off electrical pole	Completed
3/18/2015	Fire pit no cover, weeds in it	Removed. Completed
3/18/2015	No marking for men or women restroom	Completed
3/18/2015	Drain open in women's restroom	Completed
3/18/2015	Clean restrooms	Completed

Parks
Maintenance and Repairs

Date	Report/Request	Status
7/20/2016	Playground needs more mulch	Completed
Kings Creek Park		
3/18/2015	Volleyball net	Completed
3/18/2015	Dead brush snake issues	Completed
3/18/2015	Hole by water fountain	Completed
3/18/2015	Cleaning	Completed
3/18/2015	Walking Trail	Budget item
3/18/2015	No gazebo	Budget item
3/18/2015	Basketball Net	Completed
3/18/2015	Fire pits rusty	Removed damaged fire pit that was rusty and had been ran over. Completed
3/18/2015	Lights	No light warranted (dusk to dawn, City Ordinance)
Ben Gill Park		
3/18/2015	Area around the bull pen needs cleaned up	Completed
3/18/2015	Swings broken at Tennis Courts	Completed
3/18/2015	Replace sign on lights, totally white	Completed
3/18/2015	Water fountain not working	Completed
3/18/2015	One part broken off netting around courts	Completed
3/18/2015	Standing water around parking area for Soccer	Budget Item

CITY OF TERRELL
SECURITY & VANDALISM REPORT
Year 2016

Date	Location/Description	Materials	Labor	Cost
12/17/2015	Pavilion Men's Restroom Door & Toilet Paper Dispenser Damaged	105	90.00	$ 195.00
12/17/2015	Damage to Pool Slide - waiting on quote for repairs	$0.00	$0.00	$0.00
1/31/2016	Youth Men Restroom /R-R New Lavaratory	$46.15	$134.00	$180.15
2/29/2016	None	$0.00	$0.00	$0.00
3/31/2016	None	$0.00	$0.00	$0.00
4/30/2016	None	$0.00	$0.00	$0.00
5/31/2016	None	$0.00	$0.00	$0.00
6/30/2016	Ben Gill Park Baseball Complex Lid removed from lift station. Lid was found and replaced	$0.00	$0.00	$0.00
6/30/2016	Breezy Hill Park - button removed from fountain. Part is on order and will be replaced as soon as it is received	$50.00	$0.00	$50.00
8/1/2016	Fence at Pool Was Cut	$300.00	$0.00	$300.00
8/1/2016	Lavaory Table Broke at Pavilion	$150.00	$90.00	$240.00
8/23/2016	Youth Football Restroom Three Toilet Tissue Holders	$120.00	$67.50	$187.50
8/23/2016	Youth Football Restroom Broke Exhaust Van	$120.00	$60.00	$ 180.00
8/30/2016	Baseball Complex Broke Lock on Ladies Restroom	$120.00	$0.00	$ 120.00
8/30/2016	Baseball Complex Men & Women Restroom Doors Damage	$600.00	$0.00	$ 600.00
9/13/2016	Pavilion Men's Restroom Graffiti	$150.00	33.75	$ 183.75
		$120.00		
	YTD TOTAL			$ 2,236.40