



TERRELL PARK BOARD

6:00 PM, WEDNESDAY, NOVEMBER 18, 2015

CITY OF TERRELL – SERVICE CENTER
400 INDUSTRIAL BLVD, TERRELL, TX 75160

Mary McCoy
Chairman

Abbie Craven
Vice Chairman

Diane Cockrill
Member

Alicia Spears
Member

Chris Pearson
Member

Christy Gail
Member

Tim Roysse
Member

1. CALL TO ORDER
2. DISCUSS AND CONSIDER APPROVAL OF THE MINUTES OF SEPTEMBER 16, 2015
3. UPDATE ON PARK MAINTENANCE & REPAIRS
4. UPDATE ON FISCAL YEAR 2015-2016 BUDGET
5. UPDATE ON RAIL CAR RENOVATION
6. UPDATE ON YOUTH RECREATION MANAGER
7. DISCUSS MISCELLANEOUS ITEMS
8. UPDATE ON SECURITY AND VANDALISM
9. HEAR REMARKS FROM VISITORS
10. ITEMS FOR FUTURE MEETINGS
11. SET NEXT MEETING DATE – JANUARY 20, 2016



I HEREBY CERTIFY THAT THIS NOTICE WAS POSTED ON THE BULLETIN BOARD AT TERRELL CITY HALL, 201 E. NASH ST., TERRELL, TEXAS, ON WEDNESDAY, NOVEMBER 12, 2015 AT 2:10 P.M.


JOHN ROUNSAVALL, CITY SECRETARY
(SEAL)

Terrell Park Board Meeting Minutes
Wednesday, September 16, 2015
City of Terrell Service Center
400 Industrial Blvd
Terrell, TX 75160

MEMBERS PRESENT: Mary Mccoy, Abbie Craven, Christy Gail, Tim Royce, Diane Cockrill

MEMBERS ABSENT: Alicia Spears, Chris Pearson

VISITORS PRESENT: Glenn Caldwell - Director of Public Services, Mike Elswick-Terrell Tribune and Chad McFarland.

CALL TO ORDER: The meeting was called to order by Mary Mccoy at 6:03 p.m.

DISCUSS AND CONSIDER APPROVAL OF MINUTES: Motion to approve the July 15, 2015 minutes was made by Abbie Craven. Second by Diane Cockrill. Motion carried.

DISCUSS FISCAL YEAR 2015-2016 BUDGET: The Board Members were provided a new proposed budget in the Park Board packets. City Council have approved funding to hire a consultant to design a new Park Master Plan. Glenn Caldwell went over the budget for the Parks and Terrell Municipal Pool with the Board, and provided information on how the money will be spent based upon available funding.

DISCUSS ADULT SOFTBALL: The Facility Use Agreement between the City of Terrell and Metroplex Softball Umpire Association (MSUA) was provided in the packets. Adult Softball will be organized/coordinated by MSUA. They are sanctioned through USSSA. According to Tim Royse in the past there was anywhere from 6-12 teams that registered during the time that it was coordinated by TARA.

Item No. 14 User Fees and Roster reads that the association shall pay the City a user fee of seventy five (\$75.00) dollars per team. The Board has already agreed in the past that User Fees should be \$5.00 per player. The Board does not want to amend the ordinance at this time. They desire to keep the User Fees the same across the board at \$5.00 per player.

DISCUSS MISCELLANEOUS ITEMS: Glenn Caldwell shared information in reference to the conference call with Nancy Feaster with Heritage Society. In their conclusion the City of Terrell decided that it is not a good idea to add a 6-8ft. fence around the rail car. The City will consider making exterior repairs on the train, then come back later with a long term plan. The safety issue with the rail will be addressed by City Staff, which will not impact the budget with the funding they will receive.

Board Members inquired about the new position the City and TISD will fund. Glenn responded with, "We do not have any additional information on the Youth Sports Coordinator until the budget is approved."

Tim Royse mentioned that anything inside the Softball Complex concession that is not attached to the building belongs to TARA. Glenn Caldwell touched basis with TARA and do not recall if he talked to Brad Akin, but he was told that whatever is left, stays. Tim Royse will give Glenn the current President of TARA contact information to address the concern.

UPDATE ON SECURITY AND VANDALISM: report was provided in the packets and review by the Board. There was a small volume of graffiti adding up to \$300.00 to remove.

HEAR REMARKS FROM VISITORS: None.

ITEMS FOR FUTURE MEETINGS: None.

SET NEXT MEETING DATE: November 18, 2015 at 6:00PM at the Service Center.

CONSIDER MOTION TO ADJOURN: A motion was made by Abbie Craven to adjourn the meeting at 6:39pm. Second by Diane Cockrill. Motion carried.

**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	Turned water completely turned on. Fountains are turned off during the winter months.
3/18/2015	Filling in under the ?	Need more information, request not complete
3/18/2015	Power wash equipment	Completed
3/18/2015	Baseball back stops	Budget Item
3/18/2015	Standing water at basketball court & playground	Complete
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	On order
3/18/2015	Fence is leaning	Budget Item
3/18/2015	Water fountain not working	Turned water completely on. Fountains are turned off in the winter months.
3/18/2015	Metal on top of dugouts coming up	Pending Repair
3/18/2015	Power washing	Completed
3/18/2015	Fire pits rusted	Pending
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	Pending
3/18/2015	Painting	Completed
3/18/2015	Rusted metal on play equipment	Merry-go-round will be removed & Budget Item
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	To be removed
3/18/2015	No marking for men or women restroom	Budget Item
3/18/2015	Drain open in women's restroom	Completed

**Parks
Maintenance and Repairs**

Date	Report/Request	Status
3/18/2015	Clean restrooms	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	Cover over hole is missing ?	
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	Pending
3/18/2015	Paint	Pending
3/18/2015	Lights	No light warranted (dusk to dawn, City Ordinance)
Ben Gill Park		
3/18/2015	Ruste euraws (?)	Need more information
3/18/2015	Area around the bull pen needs cleaned up	Pending
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	Pending
3/18/2015	One part broken off netting around courts	Completed
3/18/2015	Standing water around parking area for Soccer	Budget Item



Park Restroom Cleanliness Initiative

The City currently has 8 men's and 8 women's park restrooms.

New Funding for Park Restroom Maintenance and Renovation is \$50,000.

New Funding for Park Restroom Janitorial Service (7 days/week) is \$18,000.

Parks

Mission Statement

The Park Department's mission is to provide maintenance and operation of park and open space sites. Provide leisure facilities and activities for all residents and visitors to the community.

Description

The Park Department is responsible for the maintenance of five (5) parks (175 acres) including baseball/softball fields, nine (9) soccer fields and one (1) youth football field, mowing city-owned property and assist with building maintenance and special events.



	2013 - 2014 Actual	2014 - 2015 Estimated Year End	2015-2016 Budget
26 PARKS			
PERSONNEL			
26-4101-00			
SUPERVISION	41,517.73	57,253.00	48,228.00
26-4103-00			
LABOR	177,309.63	173,605.00	170,927.00
26-4105-00			
OVERTIME	9,658.81	15,000.00	15,000.00
SUBTOTAL	228,486.17	245,858.00	234,155.00
PERSONNEL SERVICES			
26-4110-00			
SOCIAL SECURITY	17,065.46	18,808.00	17,913.00
26-4111-00			
T M R S	40,359.13	44,992.00	40,626.00
26-4112-00			
WORKMEN'S COMP	8,925.84	9,811.00	9,314.00
26-4114-00			
GROUP HEALTH & DENTAL INS	56,041.04	68,639.00	76,560.00
SUBTOTAL	122,391.47	142,250.00	144,413.00
SUPPLIES			
26-4201-00			
OFFICE	1,775.28	1,850.00	1,500.00
26-4206-00			
MINOR TOOLS & APPARATUS	692.53	2,200.00	2,200.00
26-4211-00			
FOOD & CONCESSION SUPPLIES	0.00	500.00	0.00
26-4220-00			
UNIFORM RENTAL & LAUNDRY	2,311.43	2,400.00	2,400.00
26-4221-00			
UNIFORMS PURCHASE	0.00	0.00	0.00
26-4223-00			
PROTECTIVE CLOTHING	787.19	600.00	600.00
26-4240-00			
CHEMICALS	405.91	300.00	600.00
26-4272-00			
DIRT	300.00	800.00	800.00
26-4273-00			
SAND	0.00	200.00	200.00
SUBTOTAL	6,272.34	8,850.00	8,300.00
MAINTENANCE			
26-4304-00			
AUTOMATED EQUIPMENT	11,585.88	14,000.00	5,700.00
26-4305-00			
OUTSIDE FURNITURE & FIXTURES	1,000.00	100.00	150.00
26-4320-00			
BUILDINGS	1,752.90	1,000.00	51,500.00

	2013 - 2014 Actual	2014 - 2015 Estimated Year End	2015-2016 Budget
26-4321-00			
ATHLETIC FIELDS	6,718.12	5,000.00	14,000.00
26-4323-00			
PARK STRUCTURE MAINTENANCE	8,025.59	3,000.00	3,000.00
26-4391-00			
TENNIS COURT	653.07	450.00	900.00
SUBTOTAL	29,735.56	23,550.00	75,250.00
CONTRACTUAL/SERVICES			
26-4404			
CONSULTANT FEES & SERVICES	0.00	0.00	50,000.00
26-4411-00			
COMMUNICATIONS	11,032.29	8,000.00	4,500.00
26-4414-00			
EQUIPMENT RENTAL	0.00	0.00	600.00
26-4418-00			
TRAVEL & EDUCATION	250.00	0.00	0.00
26-4440-00			
CONTRACT LABOR	0.00	0.00	18,000.00
26-4450-00			
EQUIPMENT RENTAL(R)	49,479.96	49,480.00	49,480.00
26-4470-00			
LANDSCAPE SERVICES	2,853.79	2,500.00	1,200.00
26-4480-00			
PARK MEMORIALS	0.00	500.00	500.00
SUBTOTAL	63,616.04	60,480.00	124,280.00
CAPITAL			
26-4515-00			
PARK IMPROVEMENT	6,660.00	0.00	0.00
SUBTOTAL	6,660.00	0.00	0.00
PARKS TOTAL	457,161.58	480,988.00	586,398.00

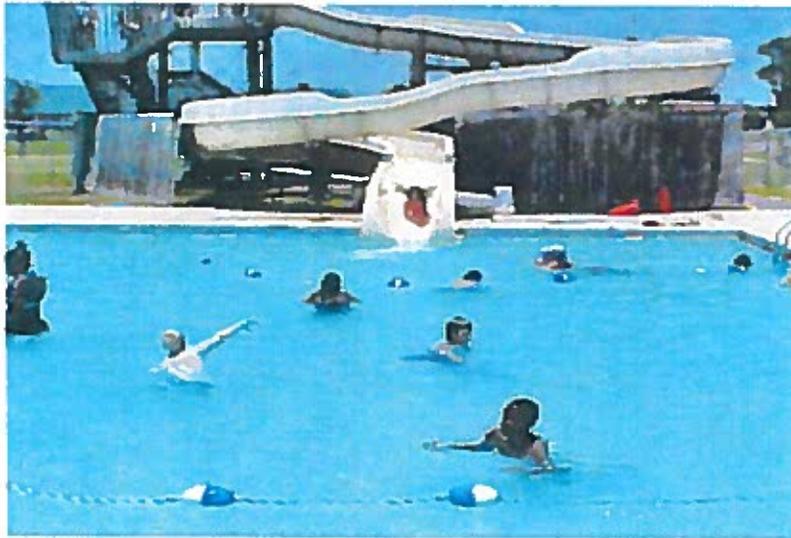
Swimming Pool

Mission Statement

The Swimming Pool Department's mission is to provide a pleasant aquatic experience for all residents as well as visitors to our community.

Description

The Swimming Pool Department is open for public use and swimming lessons. The personnel maintain the chemical balance in pool, schedule for lifeguards and maintain the equipment necessary to provide a safe environment for citizens. This department coordinates with Red Cross and other groups and programs. During the seasons, the pool is available for private parties.



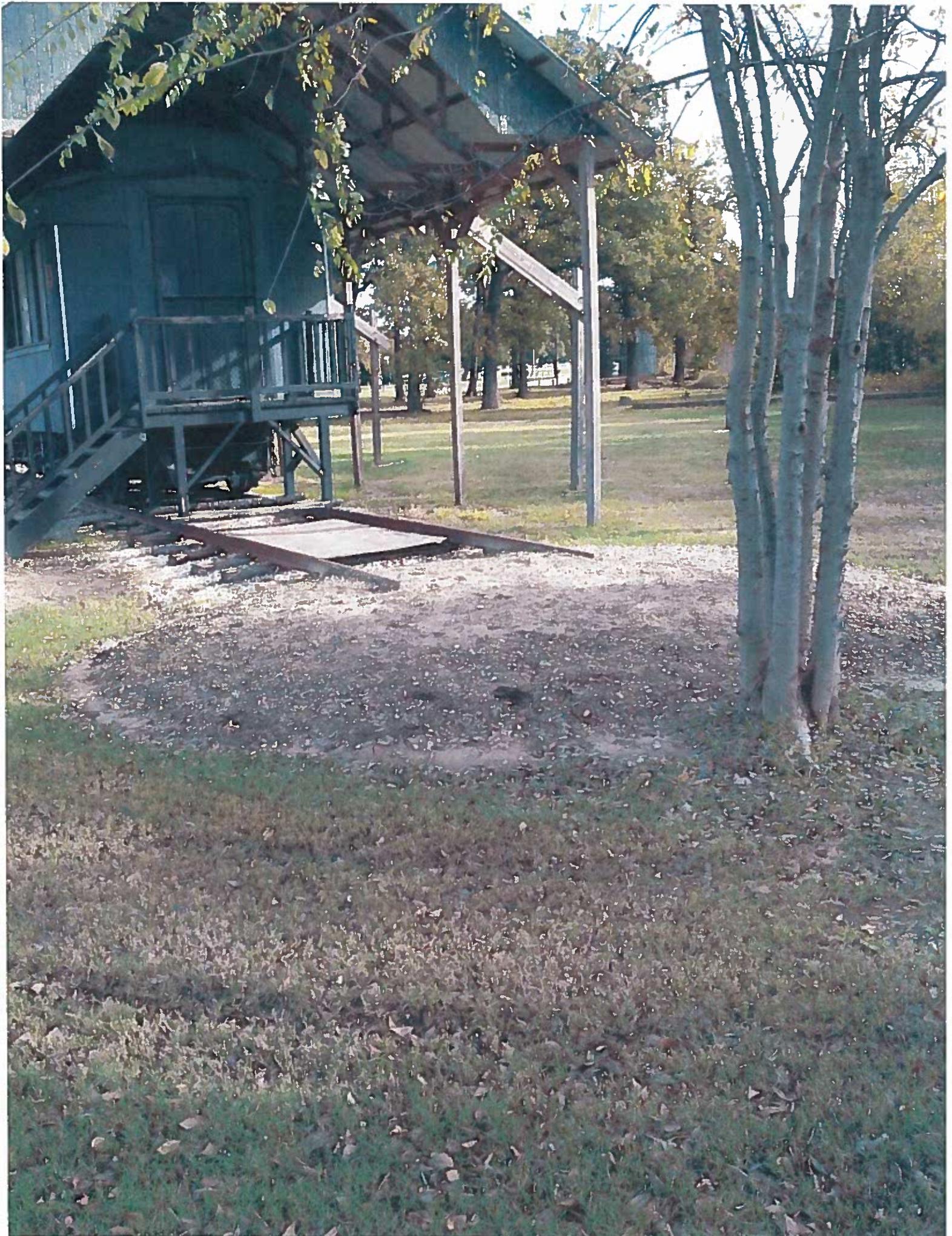
GENERAL FUND

	2013 - 2014 Actual	2014 - 2015 Estimated Year End	2015-2016 Budget
27 POOL			
PERSONNEL			
27-4101-00 SUPERVISION	19,667.01	15,000.00	15,000.00
27-4103-00 LABOR	52,087.50	60,000.00	60,000.00
27-4105-00 OVERTIME	539.25	0.00	0.00
SUBTOTAL	72,293.76	75,000.00	75,000.00
PERSONNEL SERVICES			
27-4110-00 SOCIAL SECURITY	5,530.48	5,738.00	5,738.00
27-4112-00 WORKMEN'S COMP	1,950.00	3,188.00	3,189.00
SUBTOTAL	7,480.48	8,926.00	8,927.00
SUPPLIES			
27-4201-00 OFFICE	1,201.15	300.00	400.00
27-4206-00 MINOR TOOLS & APPARATUS	80.00	100.00	100.00
27-4221-00 UNIFORMS PURCHASE	1,905.00	600.00	2,000.00
27-4240-00 CHEMICALS	16,234.75	16,500.00	17,000.00
SUBTOTAL	19,420.90	17,500.00	19,500.00
MAINTENANCE			
27-4322-00 SWIMMING POOL	4,093.41	6,500.00	6,500.00
SUBTOTAL	4,093.41	6,500.00	6,500.00
CONTRACTUAL/SERVICES			
27-4411-00 COMMUNICATIONS	2,355.53	2,000.00	2,000.00
27-4418-00 TRAVEL & EDUCATION	1,406.62	0.00	1,500.00
SUBTOTAL	3,762.15	2,000.00	3,500.00
CAPITAL			
27-4509-00 POOL REPAIRS	0.00	20,000.00	18,000.00
SUBTOTAL	0.00	20,000.00	18,000.00
POOL TOTAL	107,050.70	129,926.00	131,427.00



RAIL
CROSSING
ROAD







**CITY OF TERRELL
SECURITY & VANDALISM REPORT
Year 2015**

Date	Location/Description	Crime	Materials	Labor	Cost
2/10/2015	Pavilion Men Restroom /Repainted		\$40.00	\$88.00	\$128.00
8/17/2015	Graffiti at Soccer Complex & Pavilion		75	225	\$300.00
	YTD TOTAL				\$428.00