



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, March 16, 2017

6:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

Harold Bell, President, called the Regular Meeting to order at 6:00 p.m.

Absent 2 - Wendy Collini and Neal Shaw

Present 5 - Harold Bell; Sandra Hightower; Wayne Lee; Bob Kowalski and Dee Davey

2. **RECESS INTO EXECUTIVE SESSION**

Harold Bell, President, recessed into Executive Session at 6:02 p.m.

A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

1. Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14: Saverio v. City of Mansfield

3. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened into Regular Session at 6:22 p.m.

4. **TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION**

None.

5. **APPROVAL OF MINUTES**

Approved.

Minutes be Approved

[17-2234](#)

Approval of Minutes - Regular Meeting - February 16, 2017

A motion was made by Sandra Hightower, seconded by Wayne Lee, that this matter be Approved. The motion CARRIED by the following vote:

Aye: 5 - Harold Bell; Sandra Hightower; Wayne Lee; Bob Kowalski and Dee Davey

Nay: 0

Absent: 2 - Wendy Collini and Neal Shaw

Abstain: 0

[17-2235](#)

Approval of Minutes - Special Meeting - March 2, 2017

A motion was made by Sandra Hightower, seconded by Bob Kowalski, that this matter be Approved. The motion CARRIED by the following vote:

Aye: 5 - Harold Bell; Sandra Hightower; Wayne Lee; Bob Kowalski and Dee Davey

Nay: 0

Absent: 2 - Wendy Collini and Neal Shaw

Abstain: 0

6. CASH FLOW STATEMENT

[17-2229](#)

Cash Flow Statement as of February 28, 2017

Cash flow was distributed to Board members at the meeting (copy on file in the Parks and Recreation Director's office). A month-to-month sales tax comparison through February was also provided.

Matt Young, Parks and Recreation Director, mentioned that revenue is above projections and that legal fees are also above projections. Matt informed the Board that sales tax for the month is a bit below normal. Matt also mentioned that Chandler Park improvement expenditures should begin to post on next month's cash flow statement.

7. CITIZENS COMMENTS

None.

8. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

Monthly Calendar Updates on City Council Agenda Items, City Meetings & Activities

1) *Matt announced to the Board that the City of Mansfield Parks and Recreation Department is this year's winner of the 2016 Texas Recreation and Parks Society Gold Medal. He also informed the Board that the award will be presented to the Board and Staff at the March 27th City Council Meeting.*

2) *Matt also reminded the Board of the StarCenter Groundbreaking scheduled for Tuesday, March 21st at 11:00 a.m.*

3) *Matt informed the Board that the Pond Branch Groundbreaking has tentatively been scheduled for Monday, April 24th before the City Council Meeting. He also stated that parking will be at the Mansfield Economic Development Corporation parking lot, more details to follow.*

4) Matt stated there are no agenda items for the March 27th City Council Meeting.

PARKS SUPERINTENDENT'S REPORT ON LISTED ITEMS (TOBY FOJTIK)

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

- 1) *Sports Complex: Staff has been performing regular seasonal maintenance as soccer and baseball season continues. MYBA has a tournament next weekend.*
- 2) *McKnight: Girls softball season is well underway. Staff continues to maintain McKnight East and Philip Thompson. Staff met with contractors and the engineering department to discuss plans for the aerial sewer line repair and creek bank erosion repair. They may be staging at McKnight East near the parking lot.*
- 3) *Rose/Town/Allmon: Staff has begun replacing signs in Rose, Town, Woodland Estates, Barg and McClendon Parks. Regular light maintenance is ongoing on the trail. Orders will be placed for replacement trash cans and benches. Temporary fencing has been placed in the wildflower area. The Katherine Rose Garden has been replaced because of Rose Rosette.*
- 4) *Oliver Nature Park: Staff continues to replace the Timbersil wood decking with cedar. This will be a long term and ongoing process. The state Texas Recreation and Park Society conference held in Irving, Texas offered a tour of the Oliver Nature Park. Staff received many compliments as well as answered numerous questions from the tour group. Invasive species like privet continue to be removed. The trails have been rolled and granite has been added.*
- 5) *Overall: Spring Break traffic has been heavy in all of the park system. The bluebonnets and other wildflowers are starting to bloom in between Rose and Town Park and at the Nature Park.*

RECREATION SUPERINTENDENT'S REPORT ON LISTED ITEMS (ANDREW BINZ)

[16-2068](#)

Monthly Update on Current Programs & Services

- 1) *Athletics:*
 - MYBA Back the Blue Tournament will be held on March 25th and 26th.
 - The next All Sports Meeting will be held on April 12th at 6:00 p.m.
- 2) *Programs and Events:*
 - MAC Programming Update
 - a) Kids Zone had 14 participants during Spring Break.
 - Oliver Nature Park
 - a) Spring Break Numbers
 1. Kayaking = 17
 2. Wild About Nature = 26
 3. Painting in the Park = 14
 4. Rain Barrel Making = 18
 5. Scavenger Hunt = 24
 6. Rock Art = 18
 - b) Upcoming field trips:
 - Alice Ponder - 1st

- Cross Timbers - 6th
- Kenneth Davis - 3rd
- Willie Brown - 2nd
- Tarver Rendon - Kinder
- Special Events:
 - a) The Pickle Parade will be held on March 17th-18th.
 - b) The Sand Volleyball Tournament will be held on March 25th.
 - c) The Bunny Brunch will be held on April 8th.
 - d) Kids Night Out will be held on April 22nd.
 - e) Earth Day by the Water Department will be held on April 29th.
 - f) Night on the Town will be held on May 13th.
 - g) The Kids Triathlon will be held on July 2nd.
 - h) The Rock, n 4th of July event will be held on July 3rd.

3) General:

- We are currently working on the Summer Brochure.
- Summer Kids Zone registration starts March 27th.
- Many 5k's are scheduled at Rose Park for this Spring.

9. **OLD BUSINESS**

[17-2227](#)

Update; StarCenter

Matt Young, Director of Parks and Recreation, informed the Board that Richard Wright, Director of Development Services, will be attending MPFDC meetings to provide StarCenter updates every other month.

[16-2070](#)

Update; Existing Park Improvements for FY2016-2017 Previously Approved

Chris Ray, Park Planner, informed the Board that design work for additional swing set bays at Donald Barg Park and Katherine Rose Memorial Park have been completed. Quotes have been received and reviewed and the purchase is going through Buy Board with construction anticipated in April. Design work on the playground replacement at Killian Park (Woodland Estates) has been returned for final review. The new entryway sign to the Michael L. Skinner Sports Complex is completed. Design of the new James McKnight Park East entryway sign is nearing completion, with construction anticipated to start in April. Nema 3 Electric has been contracted to provide electric service to the back maintenance shop and pond at Oliver Nature Park and installed the conduit the week of February 13. Oncor will provide wire and power to the remote transformer. The power has been sized to accommodate the future Nature Education Center and Learning Lab. The restroom bids for the Skinner Sports Complex at baseball were rejected by City Council. The current plan will be to remaster plan the facility and include McKnight Park East as both facilities infrastructure is beginning to age.

Matt informed the Board that the traffic light at Holland is now operational.

Matt also discussed plans for a formal dedication for the Skinner sign. More details will be forthcoming.

[14-1139](#)

Update; Pond Branch Linear Park

Chris Ray, Park Planner, reported to the Board that the project was awarded by City

Council action on March 6th. Contract execution is underway with an anticipated start date of April 3rd and completion scheduled for winter of 2017. Discussion continues with Union Pacific Railroad for the connection to Rose Park under the UPRR Railroad for phase II.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

Chris Ray, Park Planner, informed the Board that all geotechnical investigation and trail corridor survey work is now complete. Dunaway is working on the construction documents package and preparing for submittal to U.S. Army Corps of Engineers to begin the permitting process. Dunaway is also working with TxDOT and the USACE for the design to cross under the bridges at SH 360. Determinations are on the fast track for the best and most economical way to make those crossings. The project in general is still on track to advertise, bid and begin construction in the Fall of 2017.

Matt informed the Board that bidding is the first piece of Phase II.

Matt also informed the Board that he and James have met with the property owners of Fox Hollow and discussed their concerns.

Sandra Hightower asked what their concerns were.

Matt stated that the property owners are concerned about increased loitering and non-resident traffic in the neighborhood, increases in crime, and a possible decrease in their property value.

Wayne Lee asked if TxDOT would have to build the section associated with the 408 permit.

Matt replied that it is still an option but we would still pay for it.

Wayne replied that while it would be more convenient, it would also be more costly.

[16-2040](#)

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner informed the Board that the ground work for the splash pad and skate park has started. Several of the pavilion slabs have also been poured and rock cladding is going up on the pond walls. Staff continues bi-weekly meetings with the contractor and design consultant to discuss scheduling, construction implementation, and park amenities. Construction has hit a small delay due to issues with the fabricated restroom. The contingency plan is in place with an anticipated completion in August 2017.

Chris also informed the Board that the park plans were featured in an article in the Mansfield News-Mirror.

[17-2159](#)

Update; 2009 Parks, Recreation, Open Space and Trails Master Plan

Matt Young, Director of Parks and Recreation, informed the Board that the first round of public meetings for the new master plan will be in the fall.

[17-2233](#)

Discussion; MPFDC 10-Year Strategic Business Plan

Matt Young, Director of Parks and Recreation, informed the Board that he is currently working on putting together the MPFDC 10-Year Strategic Business Plan. Matt

stated he hopes to have something to present for adoption next month. Matt also informed the Board that the City has moved up the budget timeline for this year and should have preliminary information next month along with O&M information on Chandler. The budget workshop may be started around May.

10. BOARD ANNOUNCEMENTS

Sandra Hightower announced she is looking forward to the Pickle Parade.

Bob Kowalski informed the Board that the Pickle Parade is scheduled for this Saturday, March 18th with Fox 4 scheduled to broadcast coverage from 9:00 a.m. to 4:00 p.m. Additional information is available on the Pickled Mansfield Society website: www.pickleparade.org.

11. INFORMATIONAL ITEMS

None.

12. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 6:54 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation