



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, June 16, 2016

7:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 7:01 p.m.

Absent 2 - Dan Sides and Dee Davey

Present 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

2. APPROVAL OF MINUTES

[16-1859](#)

Approval of Minutes - Regular Meeting - May 19, 2016

A motion was made by Collini, seconded by Hightower, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1882](#)

Approval of Minutes - Work Session - June 2, 2016

A motion was made by Kowalski, seconded by Collini, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

3. CASH FLOW STATEMENT

[16-1860](#)

Cash Flow Statement as of May 31, 2016

Distributed to Board members during the meeting (copy on file in the Parks & Recreation Director's office). Matt explained the new format of the cash flow which includes a "Year End Projection" column as well as a "Variance" column. A month to

month sales tax comparison through May was also provided to the Board at the meeting. No action was taken.

4. CITIZENS COMMENTS

None.

5. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[15-1462](#)

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

- July Parks & Recreation Month Proclamation, June 27

1) Matt scheduled a Work Session with the Board to take place, Wednesday, June 22, 2016 at 6 p.m. FY2017 Budget and 10-Year Strategic Plan will be discussed.

2) Matt thanked the Board for attending the Fieldhouse ground breaking, stating that it went "as well as could be," given the weather. Matt also stated that the Mansfield Sports Complex re-naming was a "great surprise," for Mr. Skinner.

3) Matt invited the Board to attend the June 27 Council meeting where a proclamation for Parks and Recreation Month will be read.

4) The last item Matt gave to the Board was an order form for new Board shirts for upcoming ground breaking and ribbon-cutting events.

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

[15-1463](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: Mansfield Youth Baseball Association (MYBA) is trying to finish their season after recent rain delays. Yellow safety fence caps have been installed at baseball fields #3 and #4. Mansfield will once again be hosting the USSSA World Series July 7th - July 12th. All soccer fields have been aerated and fertilized.

2) McKnight East: A new security system has been installed on the work shop. The ground breaking for Fieldhouse went well despite the constant rain. Mansfield Girls' Softball Association (MGSA) is still in the process of making up games. Fieldhouse construction is still underway.

3) Rose/Town/Allmon: New board-on-board fencing has been installed at the Magnolia facility. Additional 220 power outlets have been installed at the shop area. Staff continues to clean up storm debris on the linear trail from Town Park to McKnight Park East. Staff also upgraded the security cameras under the Walnut Creek bridge after recent vandalism.

4) Chandler Park: MYBA is finished with this facility for the season. Mansfield Pee Wee Football Association had a recruitment day and cheerleader camp last weekend that were both very successful. Staff will start converting the fields in preparation for football season.

5) *Oliver Nature Park: A new fountain and timer were installed at the pond located at 1164 Matlock, adjacent to Oliver Nature Park. Staff is working on a new aerating system for the ponds at Oliver Nature Park. Staff has also been cutting back vegetation, limbing up trees, and working to keep up with mowing needs at both properties. Staff continues to apply decomposed granite to erosion-prone areas.*

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

[15-1464](#)

Monthly Update on Current Programs & Services

1) *Athletics: The next All Sports Association Meeting is Wednesday, July 13 at 7 p.m.*

2) *Programs and Events:
MAC Programming Update*

- *Kid Zone weeks are full.*
- *Golf Camps have 15-20 participants each.*
- *'Open Pickleball' on Fridays have 15-20 participants.*
- *'Kids Night Out' will take place July 8 in conjunction with The LOT Downtown's movie night.*

3) *Oliver Nature Park*

- a) *This is the first year we are offering day camps.*
 - *Kindergarten through second grades have 6 registrations.*
 - *Third through sixth grades have 5 registrations*
- b) *Two 'Little Naturalists' classes have 10-15 registrations each.*
- c) *Field Trips:*
 - *Outreach program at Imogene Gideon - June 16 and June 17 (261 kids)*
 - *Glenn Harmon at Oliver Nature Park - June 23, June 24, and July 1 (400 kids)*

4) *Upcoming Special Events:*

- a) *Red, White and Rockin' Tri Kids' Triathlon at Hawaiian Falls and Big League Dreams - July 2*
 - *The training class offered through the MAC has 13 participants.*
 - *Race currently has 50 registered.*
- b) *Rockin' 4th of July - Sunday, July 3*
 - *Gates open at 7 p.m.*
 - *Parking passes and Hall of Fame tickets were distributed to the Board.*

6. OLD BUSINESS

[15-1468](#)

Update; Mansfield Fieldhouse

James Fish, Sr. Park Planner, reported that site work has resumed after recent rain. Wall panels continue to be poured and are ready for placement. Walls will begin to go vertical by the end of the month. The ground breaking for the project was held on June 13th. Schedule revisions will be forthcoming.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, reported that the consultant has met with the U.S. Army Corps of Engineers' Lake Manager to discuss flowage easements and the

overall project. The wetland delineation field work is complete. The new flood study model is underway by combining the previous bridge study with the Matlock Road model. This model will then be superimposed onto the new survey. The preliminary trail layout will be almost at completion upon the finalization of the new model and survey.

Wayne Lee asked, "Have there been any further discussions with Grand Prairie?" James responded that staff has been conferring with Bob McGlothlin, Sr. Superintendent of Lake Parks for City of Grand Prairie, regarding constructability. James also stated the next step will be to schedule a meeting with Duane Strawn, the Manager of Parks and Lake Parks for City of Grand Prairie.

[15-1636](#)

Update; Existing Park Improvements for FY2015/2016 Previously Approved

Chris Ray, Park Planner, reported that Julian Feild is complete. Staff is in the process of re-quoting shade structures for the bleacher areas at Chandler Park, as well as designing a concrete slab for a batting cage at McKnight Park East. Final fence improvements to clean up the Magnolia maintenance shop per Council recommendation are underway with rock work to be scheduled by the end of FY2016. Staff is currently working on the Existing Park Improvement projects list for Board review during the FY2017 budget review.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, reported property acquisition negotiations are ongoing. Plan revisions are underway for some retaining walls to address the Railroad's and the "Back Yard's" Engineering comments. Resubmittal to the Railroad is pending structural design comments from the sub-consultant. However, a quick turn-around is expected. The consultant has received the full hydrologic-and-hydraulic modeling report and it should be submitted to the City soon.

[14-0914](#)

Update; Chandler Park, Phase II Design

Chris Ray, Park Planner, reported staff has started the permitting process and is currently reviewing a 90% completed construction document set that was issued on June 15th. Chris provided a drawing to the Board. This project is currently scheduled to advertise on July 6th with a bid opening on July 21st. Construction is anticipated to begin in the fall of 2016.

James Fish, Sr. Park Planner, stated that the bid dates could be adjusted.

The Board discussed pros and cons of the drawing that Chris provided particularly concerns about the skate spot fencing details. Matt Young, Parks and Recreation Director, stated that staff is evaluating all design elements.

[15-1235](#)

Update; On-Street Bicycle Master Plan

Chris Ray, Park Planner, reported staff has finalized the locations for new signage and is currently informing the public that will be directly involved with the new implementation. A larger public announcement of the plan will be displayed later this summer. Material quotes are being collected to present a more precise cost projection. Installation of new signs is anticipated to start next month.

Harold Bell, President, asked how staff would specifically be informing the public.

Chris informed the Board that staff will go door-to-door to talk to residents in impacted areas, as well as use social media and possibly leaflets.

Wendy Collini asked if there have been any complaints from year 1 implementations. Chris stated that there have been no complaints from cyclists or motorists.

Wayne Lee asked if a map could be provided at the next meeting.

[16-1815](#)

Update; Elmer W. Oliver Nature Park Erosion Control Improvements

Chris Ray, Park Planner, reported that construction is underway. All vegetative debris has been removed, embankments graded, and slopes compacted. The anchoring of the Flex-O-Mats has begun with anticipation of the mat installation directly under the bridge to be finished this month. This will leave installation on the side embankments to be completed. Despite the weeks of rain, we are still on schedule for this project to be completed within 60 calendar days.

Sandra Hightower asked about future maintenance of the mats. Chris stated that hydromulch would be applied, but that only small vegetation would be allowed to grow, so as to not damage the matting.

7. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:48 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: Savering v. City of Mansfield

B. Discussion Regarding Possible Purchase, Exchange, Lease or Value of Real Property Pursuant to Section 551.072

1. Possible Linear Park Expansion
 - a. Property #12-15-01
 - b. Property #03-14-05
 - c. Property #09-13-07
 - d. Property #05-16-03
2. Possible Land Acquisition for Future Park Use
 - a. Property #03-16-02
 - b. Property #05-16-04

C. Personnel Matters Pursuant to Section 551.074

D. Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087.

8. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened the Regular Meeting at 8:59 p.m.

9. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

10. OLD BUSINESS CONTINUED

[16-1894](#)

Discussion; Mansfield Park Facilities Development Corporation
Proposed FY2016-2017 Budget

Harold Bell, President, requested updated revenue stream information and priority list feedback be brought to the work session scheduled for June 22, 2016.

11. NEW BUSINESS

[16-1887](#)

Consider Purchasing Property Located at 620 S. Parkridge Drive in the Amount of \$10,000.

A motion was made by Hightower, seconded by Lee, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1888](#)

Consider Purchasing Property Located at 622 S. Parkridge Drive in the Amount of \$10,000.

A motion was made by Hightower, seconded by Kowalski, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1889](#)

Consider Purchasing Property Located at 624 S. Parkridge Drive in the Amount of \$10,000.

A motion was made by Hightower, seconded by Collini, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1890](#)

Consider Purchasing Property Located at 1203 Palm Street in the Amount of \$10,000.

A motion was made by Hightower, seconded by Kowalski, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1891](#)

Consider Purchasing Property Located at 1205 Palm Street in the Amount of \$10,000.

A motion was made by Hightower, seconded by Collini, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1892](#)

Consider Purchasing Property Located at 1401 Palm Street in the Amount of \$10,000.

A motion was made by Hightower, seconded by Kowalski, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

[16-1893](#)

Consider Purchasing Property Located at 1403 Palm Street in the Amount of \$10,000.

A motion was made by Hightower, seconded by Collini, that this matter be Approved. The motion carried by the following vote.

Aye: 5 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee and Bob Kowalski

Nay: 0

Absent: 2 - Dan Sides and Dee Davey

Abstain: 0

12. INFORMATIONAL ITEMS

None.

13. BOARD ANNOUNCEMENTS

Sandra Hightower stated she attended the Fieldhouse groundbreaking on Monday and that, "Mother Nature was good to us." The event was, "very nicely done."

Bob Kowalski reminded everyone to attend the Juneteenth event Saturday, June 25 at McClendon Park West.

14. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 9:08 p.m.

Harold Bell, President

ATTEST:

Bernadette McCranie, Administrative Assistant
Parks and Recreation