



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, February 15, 2018

6:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

Harold Bell, President, called the Regular Meeting, to order at 6:03 p.m.

2. **RECESS INTO EXECUTIVE SESSION**

Harold Bell, President, recessed into Executive Session at 6:04 p.m.

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

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

1. Possible Linear Park Expansion

- a. Property #03-14-05
- b. Property #03-12-03

2. Future Park Use

- a. Property # 08-15-01
- b. Property # 02-18-01

3. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened into Regular Session at 6:29 p.m.

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

None.

5. **APPROVAL OF MINUTES**

Approved.

Absent 3 - Wendy Collini; Sandra Hightower and Dee Davey

Present 4 - Harold Bell; Bob Kowalski; Neal Shaw and Lindsay Cadenhead

[18-2630](#)

Approval of Meeting Minutes - Regular Meeting - January 18, 2018

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

Aye: 4 - Harold Bell; Bob Kowalski; Neal Shaw and Lindsay Cadenhead

Nay: 0

Absent: 3 - Wendy Collini; Sandra Hightower and Dee Davey

Abstain: 0

[18-2631](#)

Approval of Meeting Minutes - Special Meeting - January 22, 2018

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

Aye: 4 - Harold Bell; Bob Kowalski; Neal Shaw and Lindsay Cadenhead

Nay: 0

Absent: 3 - Wendy Collini; Sandra Hightower and Dee Davey

Abstain: 0

6. CASH FLOW STATEMENT

[18-2632](#)

Cash Flow Statement - January 31, 2018

Cash Flow was distributed to Board members at the meeting with revised numbers (copy on file in the Parks and Recreation Director's Office). A month-to-month sales tax comparison through January was also made available.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up almost 7% for the year and up 6% year to year. Matt also informed the Board that we are ahead of budgeted projections for revenue and below projected expenditures.

7. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Parks and Recreation Director, provided the Board with an update on City Council items. City Council items for discussed on February 26th included the Wisteria Property purchase and the Third Reading of the Standards of Care.

Matt also discussed the Pond Branch Dedication as well as presented the Board with information on projects, recreation programs, and special events including upcoming events.

Harold Bell, President, asked if ADA motorized devices will be allowed on the trail. Matt responded that ADA devices will be accommodated and should be routed through

the Parks Administrative Office.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) *Sports Complex: Fields one through seven have been laser graded, and clay and conditioner have been added in preparation for baseball season. Field four fences have been rebuilt along the first and third baselines. Fences on field six have also been replaced. Staff has repaired all lines on soccer fields and raised numerous valve boxes.*

2) *Oliver Nature Park: Staff straightened up all of the wheel stops in the parking lot and added granite to washed-out areas and the trail was also rolled. Staff has replaced the missing lumber at bird blinds. Split rail fences were added to deter foot traffic on rough trails. New lumber has been taken to the sawmill and staff continues to build benches.*

3) *McKnight: All fields have been laser graded. Clay and conditioner has also been added to all fields. Field three drains were cleaned and jetted out and new push buttons have also been added to the toilets.*

4) *Rose/Town/Allmons: New directional signs have been placed along the linear trail between Rose and Town Parks. The workout stations along the Rose loop are completely installed. Staff performed regular maintenance such as restroom repairs, trimming trees along the trail, etc.*

5) *Overall: Staff will compete the last week of February in Waco at the TRAPS Maintenance Rodeo in three events. We are also hosting a softball tournament for MISD at McKnight Park East this weekend. Toby and Andy are meeting with representatives from the Pickle Parade next week in preparation for the event.*

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

[16-2068](#)

Monthly Update on Current Programs & Services

1) *Athletics:*

- *MISD is hosting a softball tournament at McKnight Park East.*
- *The Mansfield Youth Baseball Association has a tournament scheduled for March 3-4th.*

2) *Programs and Events:*

- *MAC Programming Update*
 - a) *We are currently preparing for Spring Break.*

- *Special Events:*

- a) *The Pickleball Tournament is scheduled for February 24th.*
- b) *The Pickle Event is scheduled for March 17th.*
- c) *A 3-on-3 basketball tournament is scheduled for March 17th.*
- d) *The Barks and Rec Event is scheduled for March 24th.*

8. **CITIZENS COMMENTS**

9. **OLD BUSINESS**

[17-2478](#)

Update; FY2017-2018 Existing Park Improvements

James Fish, Sr. Park Planner, informed the Board that park educational replacement signage is installed along the Walnut Creek Linear Trail and at Barg Park. Meetings on the MAC improvements have been ongoing with quotes received and in review for the restroom upgrades. Exercise equipment has been installed at Katherine Rose Memorial Park and are in daily use. Staff has obtained quotes to repair the subsurface material under the rubber at James McKnight Park East and currently we are waiting on the weather to break to facilitate the repairs. Replacement of the decking at Oliver Nature Park is being evaluated and quotes for board replacements are in progress.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, informed the Board that the first phase of the project from Kimball Street to Sycamore Street is substantially complete. The second phase from Sycamore Street to Rose Park is on hold until funding is authorized after confirmation that UPRR will allow the crossing under the railroad. Staff has not received any additional information from UPRR at this time regarding the connection under the railroad.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, informed the Board that the USACE real estate division is still reviewing the final plans. Staff has been in contact with the design consultant to keep up with the timeline with the anticipation to advertise this project for bid in March.

[17-2412](#)

Update; Dog Park

Matt Young, Parks and Recreation Director, informed the Board that a design contract has been negotiated with Pacheco Koch. The first public meeting will be within the next few weeks.

Neal Shaw asked what the timeline is for this project. Matt responded that we hope to be under construction by fall for opening in the spring.

[17-2270](#)

Update; Athletic Field Master Plan

Matt Young, Parks and Recreation Director, informed the Board that staff met with the consultant and reviewed three concepts for redevelopment of James McKnight Park East and Michael Skinner Sports Complex. Staff is currently reviewing the concepts to provide additional feedback to the consultant in order to provide a final concept plan of both parks for future presentation and public input.

[17-2564](#)

Update; Killian Park

James Fish, Sr. Park Planner, informed the Board that the poured-in-place rubber surfacing has been completed and the slide support piece is ready for installation.

Once the support piece is installed, staff will open the playground area. Staff will be collecting new quotes for the alternate scope of work involving a 20-foot hexagon pavilion, concrete pad, and sidewalk work to become ADA accessible to the north east of the playground. Work should begin in April.

10. NEW BUSINESS

[18-2634](#)

Discuss and Consider Purchasing Property at 119 Magnolia Street

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

Aye: 4 - Harold Bell; Bob Kowalski; Neal Shaw and Lindsay Cadenhead

Nay: 0

Absent: 3 - Wendy Collini; Sandra Hightower and Dee Davey

Abstain: 0

March 2018 MPFDC Meeting Date

A motion was made by Lindsay Cadenhead, seconded by Bob Kowalski, that this matter be Approved. The motion CARRIED by the following vote: 4-0

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

11. BOARD ANNOUNCEMENTS

*-Lindsay Cadenhead stated that her family enjoyed the Snowman Run 5K.
-Updated MPFDC Board Meeting date will be March 22nd.*

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:11 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation

