



CITY OF MANSFIELD

1200 East. Broad St.
Mansfield, TX 76063
www.mansfield-tx.gov

Meeting Minutes Mansfield Park Facilities Development Corporation

Thursday, June 20, 2013

6:00 PM

City Hall Council Chambers

WORK SESSION

1. CALL TO ORDER

Harold Bell, President, called the Work Session to order at 6:13.

Present 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

[13-0580](#)

Update; FY2014 Budget and Strategic Business Plan

Shelly Lanners reviewed the FY2013-2014 proposed budget with the Board. She pointed out two revisions requested by staff; 1) to purchase capital equipment in the current budget year in the amount of \$192,250 (detail below);

<i>Tractor 4100 Toro D</i>	<i>56,411</i>
<i>Truck</i>	<i>29,000</i>
<i>72" Mower</i>	<i>20,322</i>
<i>Z-Turn Mower</i>	<i>8,528</i>
<i>Kubota Mules (2)</i>	<i>25,508</i>
<i>Kubota Tractor</i>	<i>26,973</i>
<i>Kubota Mules (2)</i>	<i>25,508</i>

and 2) to hire five new personnel for the new community park during the current budget year in the amount of \$70,880.

The consensus of the Board was to allow these purchases in the current budget year. Shelly stated the public hearing and adoption of the budget will be on the July 18th meeting agenda.

Peter Phillis reviewed the state of the economy as it relates to the City's FY2014 budget.

2. ADJOURN

Harold Bell, President, adjourned the Work Session at 7:09.

REGULAR MEETING

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 7:13 pm.

Present 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

2. APPROVAL OF MINUTES

[13-0572](#)

Approval of Minutes - Regular Meeting - May 16, 2013

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

[13-0576](#)

Approval of Minutes - Work Session - June 6, 2013

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

3. CASH FLOW STATEMENT

[13-0573](#)

Cash Flow Statement at April 30, 2013

Distributed to Board members in their packets (copy on file in Parks & Community Services Director's office). No action was taken.

4. CITIZENS COMMENTS

None.

5. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (SHELLY LANNERS)

[07-0292](#)

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

1) The MPFDC's FY2014 budget will be on the agenda for a public hearing and adoption on July 18th. It will go before the City Council in late August.

2) At the June 24th City Council meeting a Proclamation will be read to recognize

July as Park and Recreation Month.

3) Shirley Chandler's father passed away. A sympathy card has been provided for the Board's signatures.

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

[07-0297](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: Staff assisted the Mansfield Youth Baseball Association (MYBA) with a large tournament in May. Staff also helped the Mansfield Soccer Association (MSA) with the Mansfield 5v5 Summer Sizzler tournament last weekend. Tim McCann, President of MSA, sent a very complimentary email to staff this week thanking them for entertaining approximately 3,500 people who attended the event at the soccer fields.

2) Rose/Town Park/Hardy Allmon: The school year has ended and the parks and trails are experiencing a large increase in daily traffic. Staff has been busy repairing broken mortar and rock-work along the trail and performing repairs and clean up due to graffiti and vandalism. Staff has also been busy keeping up with the flush of spring growth and limbing trees along the trail.

3) McClendon Park West: Staff will inspect the park tomorrow to make sure it is ready for the annual Juneteenth celebration and barbecue hosted by the Norwood family on Saturday, June 22nd.

4) Medians/Public Grounds: Staff has been working closely with the median/right-of-way contractors to keep the mowing and weeds under control. The recent rains and hot temperatures have made keeping up with spring growth a challenge. Also, staff utilized in-house crews and tree contractors to eliminate some tree limbs hanging over into the sidewalks along major streets throughout the City.

5) Overall: Staff has been preparing budgets for the FY2014 budget year. Weekend facility and pavilion rentals are keeping staff busy as well as preparations for the upcoming Rockin' 4th of July event.

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

[07-0298](#)

Monthly Update on Current Programs and Services

- Quarterly Report

1) Andy Binz introduced Angie Henley, Special Events Supervisor, who distributed Rockin' 4th of July tickets and parking passes to the Board. She reminded everyone that the event takes place on July 3rd and she reviewed the program for the evening.

2) The next All Sports Association meeting is scheduled for Wednesday, July 17th, at the MAC at 6 pm.

3) Camp Out in the City scheduled for May 24th was cancelled due to rain. Hot dogs were cooked & distributed to those who showed up, but the campout did not take place.

3) The Chamber's 5K was held at Rose Park on Saturday, May 25th. Approximately 400 people participated.

4) Upcoming Events

- Rockin' 4th of July, July 3rd
- TAAF Regional Track Meet, July 12 & 13, The Colony

5) Kids Zone registration is full for the summer with a waitlist for each week.

6. **OLD BUSINESS**

[13-0410](#)

Update; Existing Park Improvements for FY2012/2013 Previously Approved

Hillary Bueker, Park Planner, reported staff has contracted with Dean Construction to set the bridges at Hardy Allmon Park and installation is being scheduled. Staff evaluated the scoreboard issues at McKnight East and determined the scoreboards need to be replaced as there is only one working controller. The Mansfield Girls Softball Association (MGSA) has agreed to share the cost, and the scoreboards have been ordered. Staff will be adding lighting to the shade canopies at Park Operations to aid in safety and security of the equipment stored under them. This will also allow electrical equipment parked there to be recharged. No action was taken.

[13-0459](#)

Update; Construction of Phase I of the Elmer W. Oliver Nature Park

Hillary Bueker, Park Planner, reported that construction has rapidly picked up pace on the site. The street improvements are nearly complete. Utilities are being installed; the sanitary sewer line is in and has been connected to Matlock Road. The restroom building slab has been poured and construction of the walls will begin upon arrival of the glazed block. The bridge piers and abutments are complete and ready for the bridge to be installed. Estimated arrival of the bridge is scheduled for late June. Piers have been installed for the tree house over look and steel has been delivered to the site. Piers have been drilled for the rocky ford overlook. Preliminary electrical layouts have been approved and a contract with Oncor to remove existing poles on the site has been executed. Staff recommended using savings from Phase I to contract with Dunaway for a conceptual design for Phase II. The Board directed staff to move forward with a professional services contract with Dunaway for a conceptual design of Phase II, the linear trail to Joe Pool Lake. Staff continues to work with Dunaway on approving submittals and field changes. No action was taken.

[13-0571](#)

Update; Changes to the Mansfield, Texas Code of Ordinances:
Chapter 96: Parks and Recreation

Andrew Binz, Recreation Superintendent, stated the the proposed ordinance changes have been through two public hearings at the City Council level. After some discussion, Council has directed staff to research over the next few months the possibility of changing the ordinance again regarding different park hours for different types of parks i.e. community parks, linear trails. Third reading of the ordinance is scheduled for the June 24th City Council meeting. No action was taken.

7. **NEW BUSINESS**

[13-0577](#)

Consider Name for New Community Park Located at 1650 Matlock Road

At the April MPFDC meeting, Harold Bell, President, appointed a three-member

committee to consider a name for the new community park currently under construction on Matlock Road; Wendy Collini, Wayne Lee, and Sandra Hightower were appointed. The committee met prior to this June 20th meeting to discuss the Park Naming Policy Guidelines and 2003 Letter of Intent signed by the MPFDC President at the time and by Mr. Kelly Williams that states the family's wishes to name the park in honor of the Oliver family. Wendy Collini distributed a copy of a packet to the Board members including the committee's letter recommending the new community park be named "Elmer W. Oliver Nature Park."

Once the Board has taken action on the recommended name, it will be forwarded to City Council for final consideration and action.

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

[13-0579](#)

Update; On-Street Bicycle Master Plan

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

8. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:49 pm.

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

1. Legal Considerations of Granting an Easement to Property Owners Along the Linear Trail

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

1. Consider execution of a gas lease agreement with Chesapeake Energy
2. Possible Land Acquisition for Future Park Use
 - a. Property #02-13-01
 - b. Property #04-11-02
 - c. Property #06-13-03
3. Possible Linear Park Expansion
 - a. Property #10-11-05

C. Personnel Matters Pursuant to Section 551.074

9. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened the Regular Meeting at 8:57 pm.

10. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

Motion was made by Wayne Lee to approve the contract as amended and discussed in Executive Session and authorize staff to move forward with closing as directed on Property #10-11-05. Seconded by Wendy Collini, motion carried by the following vote:

Aye: 7 - Harold Bell, Wendy Collini, Wayne Lee, Sandra Hightower, Dee Davey, Bob Kowalski, and Dan Sides

Nay: 0

Abstain: 0

NEW BUSINESS (continued)

[13-0578](#)

Consider Approval of a Gas Lease Agreement Between the Mansfield Park Facilities Development Corporation (MPFDC) and Chesapeake Exploration, LLC for the Property Located at 1650 Matlock Road

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

11. BOARD ANNOUNCEMENTS

1) Bob Kowalski stated he will be attending the Juneteenth Celebration on Saturday, June 22nd.

2) Wayne Lee stated he is looking forward to the Rockin' 4th of July event.

12. **INFORMATIONAL ITEMS**

Mansfield News-Mirror articles & photos

13. **ADJOURNMENT**

With no further business, Harold Bell, President, adjourned the Regular Meeting at 8:59 pm.

Harold Bell, President

ATTEST:

Nancy Cardinale, Administrative Assistant
Community Services