



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, August 17, 2017

6:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

Harold Bell, President, called the Regular Meeting to order at 6:02 p.m.

Absent 1 - Wayne Lee

Present 6 - Harold Bell;Wendy Collini;Sandra Hightower;Bob Kowalski;Dee Davey and Neal Shaw

2. **RECESS INTO EXECUTIVE SESSION**

Harold Bell, President, recessed into Executive Session at 6:03 p.m.

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

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

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

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

- 1. Possible Linear Park Expansion
 - Property #12-15-01
 - Property #03-14-05

3. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened into Regular Session at 6:26 p.m.

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

None.

5. **APPROVAL OF MINUTES**

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

[17-2414](#)

Approval of Minutes - Special Meeting - July 17, 2017

Approved.

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

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

Nay: 0

Abstain: 0

[17-2415](#)

Approval of Meeting Minutes - Regular Meeting - July 20, 2017

Approved.

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

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

Nay: 0

Abstain: 0

6. CASH FLOW STATEMENT

[17-2413](#)

Cash Flow Statement - July 31, 2017

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 July will be made available upon receipt from the Finance Department.

Matt Young, Parks and Recreation Director, informed the Board that we continue to be above budget figures on revenue and below budget figures on expenditures. Matt also informed the Board that the ending balance at this time as reflected is close to the figure that was reported at the last meeting.

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, informed the Board of the upcoming Public Meetings regarding budget adoption with City Council. Matt also informed the Board that the Clayton W. Chandler Park opening will be held this Saturday at 9:00 a.m. The Board was also informed of continuing work on the Memorial Plaza. Additional information on the unveiling of the Memorial Plaza will be forwarded to the Board once it is available.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

- 1) *Sports Complex: Pitchers mounds are being rebuilt this week along with baseline cutting and field prep in progress ahead of upcoming Baseball season. Cement pads have been poured in the entries to the dugouts and new sod has been installed in worn down areas. Staff is preparing the race route for the Timberview MISD Cross Country meet this Saturday.*
- 2) *Chandler: New goals on Football fields have been installed. Field lines are also ready for games.*
- 3) *Rose/Town/Allmons: The pavilion and restroom doors were repainted at Rose and Town. Trees were trimmed along Town Park trails. Trail light repairs were also made on the linear trail and Rose Park. The McKnight West pavilion was also repainted. The McKnight West and Barg Park parking lots have been re-stripped.*
- 4) *Oliver Nature Park: Additional boards were replaced on te tree overlook. Recomposed granite was added to wash out areas. All trails have been rolled and packed after the rain. The wildflower areas have been mowed for the year.*
- 5) *Overall: Staff has been working at Chandler Park this week putting final touches on the new amenities for Saturday's opening. Staff has most of the athletic fields and facilities ready for this season's first games.*

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

[16-2068](#)

Monthly Update on Current Programs & Services

- 1) *Athletics:*
 - *All Sports Meeting was held on July 19th at 6:00 p.m. at the MAC.*
- 2) *Programs and Events:*
 - *MAC Programming Update*
 - a) *Fall Discount Day is Today. A brochure was provided to the Board.*
 - b) *Senior Day is August 18th with 300 participants registered.*
 - c) *The Pickleball Tournament is scheduled for August 24th with 68 participants registered. 63 registered participants are from out of town.*
 - *Special Events:*
 - a) *The Music Alley Festival is scheduled for September 9th.*
 - b) *The Senior Art Show is scheduled for September 13th.*
 - c) *The Senior Picnic at Town Park is scheduled for September 15th.*
 - d) *The Family Campout is scheduled for September 30th.*
 - e) *The Senior Health and Wellness Expo is scheduled for October 13th.*
 - *General:*
 - a) *The City of Mansfield was the recipient of 2017 TFEA/Kaliff Marketing*

Awards

in the Merchandise category for Best T-Shirt Design (Rockin' Tri), Best Hat (Wurst Fest), and Best New Merchandise.

b) New tiles have been installed in the MAC Multipurpose Rooms and work is ongoing for entry leveling.

8. CITIZENS COMMENTS

None.

9. OLD BUSINESS

[16-2070](#)

Update; FY2016-2017 Existing Park Improvements

James Fish, Sr. Park Planner, informed the Board that quotes have been received for the interior tile and exterior concrete replacement at the Mansfield Activities Center. Work will be scheduled to be completed prior to the end of September. James also stated that we are still waiting on Oncor work at Oliver Nature Park.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, informed the Board that construction continues on the trail with walls now being installed on the north side of E. Broad Street. Pedestrian bridge abutments have been installed with an anticipated late August installation of the bridge at Kimball Street. The trail section between Broad and Kimball Streets is about 85% complete with some leave outs for access. It is anticipated that this section will be complete in mid-September.

A change order has been requested by the contractor and is being processed. This request includes the Oak Street connection deduct to remove the section of trail, landscaping and trailhead in the bid alternate, and a contract addition to extend and heighten walls between Broad and Elm Streets due to unconsolidated fill that was found on site.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, informed the Board that 100% Construction documents were submitted for staff review at the end of July and the review is underway. No update on the Corps of Engineers review or approval at this time. Target package date for bidding is fall 2017.

[16-2040](#)

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner, informed the Board that final work is been completed in anticipation for the grand opening on August 19th. The park will be 95% complete with additional tree planting along the trail, a G3 cellular router being installed to the splash pad system, and realignment from the new sidewalk to the corner will be completed shortly after the opening.

[17-2227](#)

Update; StarCenter

No update.

[15-1235](#)

Update; On-Street Bicycle Master Plan

Chris Ray, Park Planner, informed the Board that staff has met with Engineering and Streets/Traffic Operations Department to review the third year on-street bike implementation plan. Location of the signage will start soon and be reviewed before implementation begins. Staff anticipates this process taking a month with completion late this fall.

-Harold Bell, President, asked if there have been any complaints. Chris stated he has not received any complaint calls.

10. NEW BUSINESS

[17-2412](#)

Dog Park Update

Matt Young, Parks and Recreation Director, presented the Board with an update on potential locations for a Dog Park and requested input from the Board. Presentation materials were also provided to the Board which discussed site considerations as well as potential locations along with limitations for each location. Matt stated that he would like to use City-owned land in a centralized location if possible. The locations discussed were Callender Road, Dallas Street, Mitchell Road, McKnight Park West, and the Mann Property. Matt also stated that each site will be evaluated and scored based on the listed considerations.

[17-2418](#)

Consider a Modification to the Economic Development and Performance Agreement with Backyard Come As You Are, LP

Matt Young, Parks and Recreation Director, presented the Board with a copy of the existing version of the Economic Development and Performance Agreement with Backyard Come As You Are, LP. Matt also provided modification information such as business names and completion dates. Areas requiring modification have been highlighted in the documentation provided. Matt requests motion to modify and Board direction for approval by the Board President, Harold Bell, on behalf of the Mansfield Park Facilities Development Corporation once changes have been made.

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

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

Nay: 0

Abstain: 0

11. BOARD ANNOUNCEMENTS

Dee Davey announced that Pickleball is the fastest growing sport among seniors.

12. INFORMATION ITEMS

None.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:330 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation