



# CITY OF MANSFIELD

1200 East. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

---

Thursday, November 17, 2016

7:00 PM

City Hall Council Chambers

---

#### 1. CALL TO ORDER

*Harold Bell, President, called the Regular Meeting to order at 7:00 p.m.*

**Absent** 1 - Bob Kowalski

**Present** 6 - Harold Bell;Wendy Collini;Sandra Hightower;Wayne Lee;Dee Davey and Neal Shaw

#### 2. APPROVAL OF MINUTES

16-2098

Approval of Minutes - Regular Meeting - October 20, 2016

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

**Aye:** 6 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Dee Davey and Neal Shaw

**Nay:** 0

**Absent:** 1 - Bob Kowalski

**Abstain:** 0

#### 3. CASH FLOW STATEMENT

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

16-2099

Cash Flow Statement as of October 31, 2016

*Cash flow was distributed to Board members in their agenda packets showing the first month of expenditures (copy on file in the Parks & Recreation Director's office). A month to month sales tax comparison through October was also provided.*

*Harold Bell, President, asked if the Mansfield Park Facilities Development Corporation (MPFDC) would begin receiving FieldhouseUSA lease payments in June to which Matt stated yes. Harold further asked what the "transfer of funds" line item was that showed within that same month.*

*Matt explained that the "transfer of funds" is an estimated General Fund amount to cover any difference between the revenue payment from the Fieldhouse to MPFDC and the bond payment per the agreement.*

**4. CITIZENS COMMENTS**

None.

**5. 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 told the Board there are a couple items on the City Council agenda for November 28 should the Board take action tonight. The first are the two flood property purchases and an item related to Pond Branch.*
- 2) *Matt stated the FieldhouseUSA Mansfield is on schedule to be complete by December 1. A ribbon cutting is tentatively scheduled for January 7 in conjunction with the start of youth league play.*
- 3) *Matt let the Board know that Ann Beck has been hired as the new Marketing and Communications Manager specifically for Parks and Recreation. Ann's start date is November 23.*
- 4) *Matt mentioned that Tourism also has a new position that will be officing at the Smith Street location. Rosie Gilbert has been hired as the Cultural Arts Coordinator and will begin December 6.*
- 5) *Matt stated that the Administrative Assistant II position will be closing November 18 and that he has received 45 applications so far. The interview process should begin just after Thanksgiving.*
- 6) *Matt asked the Board to think about whether they would like to have a December meeting and to respond during Board comments at the end of tonight's meeting. Matt mentioned that there was no new business that was planned for December. However, Matt stated he was made aware this week after the agenda was posted that the Heritage Baptist Church parking lot agreement is ready.*

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

**16-2067**

Monthly Update on Daily Maintenance of Current Park Facilities

- 1) *Sports Complex: Mansfield Youth Baseball Association (MYBA) had a successful tournament last weekend. Make up games are currently being scheduled for rainout days. Soccer season is finished with the exception of adult games.*
- 2) *McKnight: Mansfield Girls' Softball Association (MGSA) has one remaining tournament prior to finishing their season.*
- 3) *Rose/Town/Allmon: The police department held a successful Fall Festival at Katherine Rose Memorial Park on October 29. Staff has also been performing routine maintenance throughout the park. Fortunately, the bluebonnets and other wildflowers have germinated and are actively growing. Staff treated the grassy*

*weeds in the wildflower area with a selective herbicide to help the wildflowers have a better survival rate.*

- 4) *Oliver Nature Park: The ryegrass and fescue are up in the pecan orchard. Wildflowers have germinated in several areas of the park.*
- 5) *Overall: On October 12, staff competed in the annual park maintenance rodeo in Plano held by Texas Recreation and Park Society. The Mansfield team tied for 2nd place overall. Our irrigation team won first place and will compete in the state competition in March. Mansfield also placed in three other divisions, receiving 3rd place in the backhoe competition, 5th place in plant and weed identification, and 5th place in the zero turn mower competition.*

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

#### **16-2068**

Monthly Update on Current Programs & Services  
- End of Fiscal Year Report

- 1) *Athletics:*
  - *The next All Sports Association Meeting will be held at 6 p.m. January 11 at the MAC.*
- 2) *Program Updates:*
  - *MAC Programming Update*
  - *Oliver Nature Park*
  - *Upcoming Special Events:*
    - a) *Nature at Night is November 12 at Oliver Nature Park. Forty-six participants have registered.*
    - b) *Hometown Holidays is December 2 with the parade on December 3.*
    - c) *The Senior Holiday Breakfast is December 13 at the MAC.*
    - d) *Winter Walk is January 21 and sponsored by Cook Children's.*
    - e) *The Run with Heart 1/2 marathon is January 28 and sponsored by Methodist Mansfield.*
- 3) *General:*
  - *The winter brochure was distributed to the Board.*
- 4) *End of Year Report & Award Presentation*
  - *Andrew recognized Cindy Cobb and Tiffany Gorrell for awards won at the Texas Recreation and Park Society's regional conference. Cindy Cobb won 'Part-time Employee of the Year' and the 'Little Naturalists' program won 'Excellence in Programming.'*
  - *A copy of Recreation's 'End of Year' report was distributed to the Board.*

*Neal Shaw asked Andrew if there was a timeline for upgrading the Skylogics system.*

*Andrew responded that staff is working to have the upgrade completed before the Spring season.*

## **6. OLD BUSINESS**

### **Update; Mansfield Fieldhouse**

*There were no updates beyond the staff report notes provided in the agenda packet.*

14-0911

Update; Walnut Creek Linear Park Phase II Design

*There were no updates beyond the staff report notes provided in the agenda packet. An update in Executive Session will be given.*

16-2070

Update; Existing Park Improvements for FY2016-2017 Previously Approved

*James Fish, Sr. Park Planner, reported that there were no significant items to report other than staff is busy getting projects started with plan designs and consultant input.*

14-1139

Update; Pond Branch Linear Park

*There were no updates beyond the staff report notes provided in the agenda packet. An update in Executive Session will be given.*

16-2040

Update; Chandler Park Phase II Construction

*Chris Ray, Park Planner, reported that construction began in early October, and though it is still early in the construction process, are hoping to stay on schedule. Excavation of the pond is underway.*

*Harold Bell, President, asked if the current tennis courts will be remaining to which Chris stated yes.*

**7. NEW BUSINESS**

16-2110

Consider Purchasing Property Located at 300 Wisteria Street in the Amount of \$10,000

*James Fish, Sr. Park Planner reported that the two new business items up for action were the transfer of flood properties purchased by the Drainage Improvements Fund through the City's Environmental Manager. The previously discussed price was \$10,000.*

*Matt Young, Director of Parks and Recreation, stated these were the final two flood properties previously discussed.*

*Harold Bell, President, asked if the two properties were going to be left in their natural state.*

*James stated that the strategic plan did provide for future improvements to McKnight Park West.*

*Matt stated that there is design money allocated in this fiscal year, so staff looks to open up public discussion in the Spring for input regarding public priorities.*

**A motion was made by Collini, seconded by 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

16-2111 Consider Purchasing Property Located at 1405 Palm Street in the Amount of \$10,000

**A motion was made by Collini, seconded by 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

**8. RECESS INTO EXECUTIVE SESSION**

*Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:38 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 #09-13-07
2. Possible Land Acquisition for Future Park Use
  - a. Property #11-16-05
  - b. Property #11-16-06
  - c. Property #11-16-07

**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.**

**9. RECONVENE INTO REGULAR SESSION**

*Harold Bell, President, reconvened the Regular Meeting at 8:58 p.m.*

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

*None.*

**11. INFORMATIONAL ITEMS**

*The Board decided that there would be no December meeting unless business needing immediate action occurred.*

**12. BOARD ANNOUNCEMENTS**

*Dee Davey asked if a correction to the approved October minutes would be necessary. She didn't see her attendance noted.*

*Bernadette McCranie, Executive Secretary, noted that her attendance was noted on item 3 of the minutes. No correction would be necessary.*

*Neal Shaw noted that he had been at the Sports Complex the previous weekend. Neal wanted to "commend Toby and staff" for the condition of the fields, especially for the time of this year.*

*Neal also mentioned that the restroom building item had been tabled by the City Council. At his attendance at the Sports Complex only four of the nine fields were being used, and there was a line for the restroom. Neal asked for Matt to work with MYBA to help come up with a solution.*

*Harold Bell, stated this is the second time that this item was tabled due to cost.*

*Matt Young stated that staff will be having discussions with MYBA to try to come up with some long term solutions.*

---

Harold Bell, President

ATTEST:

---

Bernadette McCranie, Executive Secretary  
Community Services