



CITY OF MANSFIELD

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

Meeting Agenda

Mansfield Park Facilities Development Corporation

Thursday, November 17, 2016

7:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

[16-2098](#) Approval of Minutes - Regular Meeting - October 20, 2016

Attachments: [10-20-16](#)

3. **CASH FLOW STATEMENT**

[16-2099](#) Cash Flow Statement as of October 31, 2016

Attachments: [11-17-16](#)

4. **CITIZENS COMMENTS**

CITIZENS WISHING TO ADDRESS THE BOARD ON NON-PUBLIC HEARING AGENDA ITEMS AND ITEMS NOT ON THE AGENDA MAY DO SO AT THIS TIME. ONCE THE BUSINESS PORTION OF THE MEETING BEGINS, ONLY COMMENTS RELATED TO PUBLIC HEARINGS WILL BE HEARD. ALL COMMENTS ARE LIMITED TO 5 MINUTES. PLEASE REFRAIN FROM "PERSONAL CRITICISMS." IN ORDER TO BE RECOGNIZED DURING THE "CITIZEN COMMENTS" OR DURING A PUBLIC HEARING (APPLICANTS INCLUDED), PLEASE COMPLETE A BLUE OR YELLOW "APPEARANCE CARD" LOCATED AT THE ENTRY TO THE CITY COUNCIL CHAMBER AND PRESENT IT TO THE PARKS & COMMUNITY SERVICES SECRETARY.

5. **DEPARTMENT UPDATES**

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#) Monthly Calendar Updates on City Council Agenda Items, City Meetings & Activities

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

[16-2067](#) Monthly Update on Daily Maintenance of Current Park Facilities

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

[16-2068](#) Monthly Update on Current Programs & Services
- End of Fiscal Year Report

6. OLD BUSINESS

- [15-1468](#) Update; Mansfield Fieldhouse
- [14-0911](#) Update; Walnut Creek Linear Park Phase II Design
- [16-2070](#) Update; Existing Park Improvements for FY2016-2017 Previously Approved
- [14-1139](#) Update; Pond Branch Linear Park
- [16-2040](#) Update; Chandler Park Phase II Construction

7. NEW BUSINESS

- [16-2110](#) Consider Purchasing Property Located at 300 Wisteria Street in the Amount of \$10,000
- [16-2111](#) Consider Purchasing Property Located at 1405 Palm Street in the Amount of \$10,000

8. RECESS INTO EXECUTIVE SESSION

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

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**

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

- 11. **INFORMATIONAL ITEMS**

- 12. **BOARD ANNOUNCEMENTS**

- 13. **ADJOURNMENT**

CERTIFICATION

I, the undersigned authority do hereby certify that the above agenda was posted on the bulletin board next to the main entrance of the City Hall, 1200 East Broad Street, of the City of Mansfield, Texas, in a place convenient and readily accessible to the general public at all times and said Agenda was posted on the following date and time: November 11, 2016 by 5:00 p.m., and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Bernadette McCranie, Executive Secretary
Community Services

Approved as to Form by Allen Taylor, Attorney

This building is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting. To make arrangements, call (817) 473-0211 or (TDD) 1-800-RELAY TX, 1-800-735-2989.



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STAFF REPORT

File Number: 16-2098

Agenda Date: 11/17/2016

Version: 1

Status: Approval of Minutes

In Control: Mansfield Park Facilities Development Corporation

File Type: Meeting Minutes

Agenda Number:

Title

Approval of Minutes - Regular Meeting - October 20, 2016



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, October 20, 2016

7:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

Harold Bell, President, called the Regular Meeting to order at 7:02 p.m.

Absent 2 - Wayne Lee and Dee Davey

Present 5 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski and Neal Shaw

2. **RECESS INTO EXECUTIVE SESSION**

Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:03 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 #08-15-01

3. Lease of a Parking Lot to Serve Mansfield's Historic Downtown

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.**

3. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened the Regular Meeting at 8:06 p.m.

Absent 1 - Wayne Lee

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

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[16-2065](#)

Approval of Minutes - Regular Meeting - September 15, 2016

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

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

Nay: 0

Absent: 1 - Wayne Lee

Abstain: 0

6. CASH FLOW STATEMENT

[16-2069](#)

Cash Flow Statement as of September 30, 2016

Cash flow was distributed to Board members in their agenda packets (copy on file in the Parks & Recreation Director's office). A month to month sales tax comparison through September was also provided showing a full year-to-date. No action was taken.

Matt Young, Parks and Recreation Director, mentioned that overall half cent sales tax was up \$300,000 over last year.

Wendy Collini asked if legal fees were represented under Administration to which Matt confirmed that they are.

7. CITIZENS COMMENTS

None.

8. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

- Quarterly Report

1) *Matt told the Board there is an item regarding the proposed Sports Complex restroom facility on the City Council agenda for October 24 should the Board take action tonight.*

2) *Matt also mentioned that Bernie would be backfilling Nancy Cardinale's position in the City Managers' Office with her upcoming retirement. So a job posting for the Parks Administrative Assistant will be posted soon to backfill Bernie's vacancy.*

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) *Sports Complex: Contractors recently re-striped all fire lanes at the baseball and soccer complex parking lots. Staff has also been painting all field lines in pink for recognition of Breast Cancer Awareness Month at the request of Mansfield Youth Baseball Association (MYBA) and Mansfield Soccer Association (MSA).*

2) *Rose/Town/Allmon: The Allmons and Philip Thompson soccer fields were overseeded with a turf type ryegrass blend. High definition security cameras were added to the Magnolia operations shop. Staff met with Mansfield Independent School District (MISD) representatives to begin demolition of existing buildings and construction of the new boundary fence. Cameras were also installed under the HWY 157 bridge at Town Park.*

3) *Chandler Park: Staff overseeded the football fields with ryegrass last week in order to help save the turf from foot traffic during the winter. The football field lines have also been painted pink for the month of October. All 10 shade structures over the football field bleachers have been installed. Construction at the Colt Field area for Phase II is well underway.*

4) *Oliver Nature Park: Staff met with electrical contractors to begin the process of running underground electricity to the back maintenance shop, pond and future nature center location.*

5) *Overall: Staff is busy with activities at all locations. The National Collegiate Athletic Association (NCAA) Heartland Cross Country competition is scheduled for this Saturday at the Sports Complex. MSA has a tournament scheduled for October 29. Staff will also be assisting with the Fall Festival sponsored by the Police Department at Katherine Rose Memorial Park on October 29.*

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

[16-2068](#)

Monthly Update on Current Programs & Services

- 4th Quarter Report

1) *Athletics:*

- *The quarterly All Sports Association Meeting was held on Wednesday, October 12.*
- *The NCAA Heartland Cross Country meet is this Saturday at the Sports Complex.*

2) *Program Updates:*

- MAC Programming Update
 - Oliver Nature Park
 - Upcoming Special Events:
 - a) The Senior Picnic was held on Friday, September 30 at Town Park.
 - b) The Fire Department's Safety Palooza was October 1 at the MISD Center for the Performing Arts.
 - c) The Senior Health & Wellness Expo was Friday, October 14 at the MAC.
 - d) Night on the Town was held on October 15 at Katherine Rose Memorial Park.
 - e) The Heartland Cross Country meet will take place October 21 and 22 at the Michael L. Skinner Sports Complex.
 - f) Boo Bash is Friday, October 28 at the MAC.
 - g) The Police Department's Fall Festival is October 29 at Katherine Rose Memorial Park.
 - h) Hometown Holidays is December 2 with the parade on December 3.
- 3) General:
- The Winter brochure is at the printer.
 - The Quarterly Report was distributed to the Board.

9. OLD BUSINESS

[15-1468](#)

Update; Mansfield Fieldhouse

James Fish, Sr. Park Planner, reported site roadwork into the park continues to the north and all construction drainage activities through the park are complete with project clean up and sodding scheduled. Access from the frontage road drive approaches has begun. The project has transitioned to more of an indoor construction finish out project. Oncor is tentatively scheduled for next week with light pole installation. The project remains on a tight schedule with crews running 18 - 20 hour days in an effort to hit the December 2016 completion date.

Neal Shaw asked, "What is your confidence level that construction will be complete by December?"

James responded that the projections available from the architect and construction manager are that construction will be complete.

Bob Kowalski asked if there would be a formal ribbon cutting.

James said "Yes, however, a date has not yet been set."

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, reported that everything is moving forward in design. Staff and the consultants met with the U.S. Army Corps of Engineers (USACE) the last week of September to discuss the trail corridor and construction details for the USACE property. In the meeting, the USACE explained that the areas east of Philip Thompson are designated as wildlife preservation areas and thus different rules apply for construction activities. Staff is evaluating the feedback from the meeting to determine the best possible solution to several issues, including not being able to use concrete for the trail surface. Staff will be meeting with the consultants again on October 18 to discuss the meeting and possible alignment changes and construction

challenges.

Harold Bell asked about an article he read that mentioned the inability to use concrete, and whether that was still the case.

James confirmed that this is an item being worked through.

[16-2070](#)

Update; Existing Park Improvements for FY2016-2017 Previously Approved

James Fish, Sr. Park Planner, reported that hold overs from the FY 2015-2016 year are under way and being completed, including the 10 fabric shade structures at Chandler football fields and concrete at the Skinner Sports Complex. The park entry sign for the Michael L. Skinner Sports Complex has been bid and staff are working toward a January/February dedication. The adjustable basketball goals for the MAC have been quoted and the order is in process. Staff met with Oncor last week to discuss getting electricity to the Oliver Nature Park back maintenance shop, pond and future nature center location. Cost is still unknown as there may be additional boring that will need to take place. The McKnight batting cages will take place in the Spring along with playground improvements. Staff is quoting replacement picnic tables, benches, and grills.

[14-1139](#)

Update; Pond Branch Linear Park

No update.

[16-2040](#)

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner, reported a pre-construction meeting was held between staff and the contractor on October 6, 2016. Demo of the existing site elements and light sub-grading began October 10. MISD has been notified and Chris had spoken with several representatives including Sgt. Wood from MISD Police regarding impacts for the neighboring schools. Staff will continue to work with the contractor using bi-weekly meetings through the expected nine month construction process.

10. NEW BUSINESS

[16-2038](#)

Consider Awarding a Construction Contract to Morales Construction Services, Inc. in the Amount of \$266,300 for the Construction of a Restroom Building at the Michael L. Skinner Sports Complex

James Fish, Sr. Park Planner, reported that the Mansfield Youth Baseball Association (MYBA) had committed \$50,000 towards the cost of this facility. James stated the current breakdown would include \$216,300 being contributed from MPFDC and the \$50,000 from MYBA for a total of \$266,300.

Harold Bell asked if the MYBA funding is absolute.

James responded that Kevin Lewis, MYBA President, would be providing a commitment letter from MYBA to which Harold said he would like to see the letter.

Harold also asked why the previous attempt for this project had been denied by Council.

James responded that Council was uncomfortable with the price.

Harold asked if we have worked with Morales Construction before.

James responded that MPFDC has used Morales for several projects, the most recent being Mills Park and the MAC update.

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

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

Nay: 0

Absent: 1 - Wayne Lee

Abstain: 0

[16-2072](#)

Mansfield Park Facilities Development Corporation (MPFDC) Officer Elections

A motion was made by Hightower to re-elect Harold Bell, Wendy Collini, and Wayne Lee to their respective offices of President, Vice President and Treasurer for another year. Seconded by Davey, this matter was Approved. The motion carried by the following vote.

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

Nay: 0

Absent: 1 - Wayne Lee

Abstain: 0

11. INFORMATIONAL ITEMS

None.

12. BOARD ANNOUNCEMENTS

Neal Shaw said, " I am thrilled to be here and look forward to learning about all areas of Parks and Recreation."

Sandra Hightower stated she had seen a "very nice advertisement" about Mansfield at the movies over the weekend. She said, "It's great marketing."

Matt responded that the city's Communications and Marketing Department were coordinating the advertisements on a quarterly basis.

Dee Davey said, " Mansfield is wonderful and so are sales." She also mentioned she attended the Women's Division Tablescape fund raising event where Mansfield was represented and won Best Use of Theme category.

Bob Kowalski said, " After 40 games, there had been only 1 rain out" on the artificial turf at Big League Dreams. So "we are getting what we paid for."

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 8:46 p.m.

Harold Bell, President

ATTEST:

Bernadette McCranie, Administrative Assistant
Parks and Recreation



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STAFF REPORT

File Number: 16-2099

Agenda Date: 11/17/2016

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Cash Flow
Statement

Agenda Number:

Title

Cash Flow Statement as of October 31, 2016

**MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION
CASH FLOW REPORT
FY2016-2017**

November 2016

DESCRIPTION	October Actual	November Projected	December Projected	January Projected	February Projected	March Projected	April Projected	May Projected	June Projected	July Projected	August Projected	September Projected	Year-End Projection	FY16-17 Budget	Variance
Sales Tax	496,908	433,748	433,748	433,748	433,748	433,748	433,748	433,748	433,748	433,748	433,748	433,748	5,268,139	5,204,979	63,160
Interest	250	250	250	250	250	250	250	250	250	250	250	250	3,000	3,000	-
MAC Fees	28,443	25,000	25,000	25,000	25,000	25,000	25,000	25,000	37,500	37,500	37,500	37,500	353,443	350,000	3,443
Outdoor Recreation Fees	1,672	250	250	250	250	250	1,000	1,000	2,000	500	500	500	8,422	7,000	1,422
Athletic Field Fees	11,752	10,700	10,700	10,700	10,700	10,700	10,700	10,700	10,700	10,700	10,700	10,300	129,052	128,000	1,052
Pavilion Fees	5,085	1,500	100	100	100	2,000	3,200	4,000	4,000	2,500	1,500	3,000	27,085	25,000	2,085
Other Fees	2,755	2,755	2,755	2,755	2,755	2,755	2,755	2,755	2,755	2,755	2,755	2,755	33,062	26,688	6,374
Hawaiian Falls Lease Payments	-	-	240,000	-	-	-	-	-	-	-	-	-	240,000	240,000	-
Mansfield National Lease Payments	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,000	50,000	0
BLD Lease Payments	-	47,500	-	-	47,500	-	-	47,500	-	-	47,500	-	190,000	190,000	-
BLD Turf Payments	-	2,226	-	-	2,226	-	-	2,226	-	-	123,226	-	129,904	129,904	-
Fieldhouse Lease Payments	-	-	-	-	-	-	-	-	150,000	-	-	-	150,000	150,000	-
Transfer from Other Funds	-	-	-	-	-	-	-	-	372,496	-	-	-	372,496	372,496	-
Mineral Lease Proceeds	17,720	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	155,220	150,000	5,220
Bond Proceeds	-	-	8,500,000	-	-	-	-	-	-	-	-	-	8,500,000	8,500,000	-
Total Revenues	568,752	540,596	9,229,470	489,470	539,196	491,370	493,320	543,846	1,030,116	504,620	674,346	504,720	15,609,822	15,527,067	82,755

Administration	102,161	115,826	115,826	115,826	115,826	115,826	115,826	115,826	115,826	115,826	115,826	129,491	1,389,913	1,389,913	(0)
Sports Complex Operations	26,548	31,952	31,952	31,952	31,952	31,952	31,952	31,952	31,952	31,952	31,952	37,355	383,418	383,418	(0)
Rose Park/Town Park Operations	19,284	33,202	33,202	33,202	33,202	33,202	33,202	33,202	33,202	33,202	33,202	47,119	398,420	398,420	(0)
MAC Operations	55,113	63,288	63,288	63,288	63,288	63,288	63,288	63,288	63,288	63,288	63,288	71,463	759,460	759,460	0
Oliver Nature Park	28,033	50,907	50,907	50,907	50,907	50,907	50,907	50,907	50,907	50,907	50,907	73,781	610,883	610,883	(0)
Debt Service	161,764	161,764	161,764	161,764	161,764	161,764	161,764	161,764	161,764	161,764	161,764	161,764	1,941,171	1,941,171	-
Transfers	1,459	1,459	1,459	1,459	1,459	1,459	1,459	1,459	1,459	1,459	1,459	1,459	17,511	17,511	-
Total Operating Expenditures	394,363	458,398	522,432	5,500,775	5,500,776	(1)									

PROJECT FUNDS AVAILABLE	174,389	82,198	8,771,072	31,072	80,798	32,972	34,922	85,448	571,718	46,222	215,948	(17,712)	10,109,048	10,026,291	
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Land Acquisition			87,500			87,500			87,500			87,500	350,000	350,000	-	350,000
Existing Parks Improvements	1,800		60,700			62,500			62,500			62,500	250,000	250,000	-	250,000
On-Street Bike Plan Implementation										5,000	5,000	90,000	100,000	100,000	-	100,000
Clayton Chandler Park - Phase II			275,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000	2,750,000	2,750,000	-	4,000,000
Walnut Creek Linear Park - Phase II		120,000	70,900			200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,590,900	1,590,900	-	2,690,000
Skinner Sports Complex Improvements		150,000	75,000	75,000	37,500								337,500	337,500	-	350,000
Pond Branch Linear Park		25,000	225,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	500,000	500,000	3,000,000	3,000,000	-	3,400,000
Fieldhouse		3,000,000	1,500,000	1,500,000	1,736,502								7,736,502	7,736,502	-	12,900,000
StarCenter		500,000	500,000	700,000	700,000	700,000	700,000	700,000	1,000,000	1,000,000	1,000,000	1,000,000	8,500,000	8,500,000	-	8,500,000
Parks Administration Offices		50,000	25,000	25,000				150,000	150,000	150,000	150,000	150,000	1,000,000	1,000,000	-	1,000,000
Downtown Restroom (The Lot)			25,000	25,000	25,000	25,000	25,000						125,000	125,000	-	125,000
Philip Thompson Soccer Complex		25,000	12,500	12,500									50,000	50,000	-	350,000
McKnight Park West Improvements					12,500	12,500	12,500	12,500					50,000	50,000	-	300,000
Dog Park									25,000	25,000	25,000	25,000	100,000	100,000	-	750,000
Walnut Ridge Park									25,000	25,000	25,000	25,000	100,000	100,000	-	750,000
Total Capital Expenditures	1,800	3,870,000	2,856,600	2,862,500	3,036,502	1,612,500	1,612,500	1,587,500	2,075,000	1,930,000	2,180,000	2,415,000	26,039,902	26,039,902	0	

FY2015-2016 NET	172,589	(3,787,802)	5,914,472	(2,831,428)	(2,955,704)	(1,579,528)	(1,577,578)	(1,502,052)	(1,503,282)	(1,883,778)	(1,964,052)	(2,432,712)	(15,930,854)	(16,013,611)	
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FUNDS AVAILABLE	Beginning Balance 17,320,763	17,493,352	13,705,550	19,620,022	16,788,594	13,832,890	12,253,362	10,675,784	9,173,732	7,670,450	5,786,673	3,822,621	1,389,909	1,389,909	(16,013,611)
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STAFF REPORT

File Number: 16-2066

Agenda Date: 11/17/2016

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

Title

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



CITY OF MANSFIELD

1200 East. Broad St.
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STAFF REPORT

File Number: 16-2067

Agenda Date: 11/17/2016

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Monthly Update on Daily Maintenance of Current Park Facilities



CITY OF MANSFIELD

1200 East. Broad St.
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STAFF REPORT

File Number: 16-2068

Agenda Date: 11/17/2016

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

Title

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



CITY OF MANSFIELD

1200 East. Broad St.
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STAFF REPORT

File Number: 15-1468

Agenda Date: 11/17/2016

Version: 14

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Update; Mansfield Fieldhouse

Requested Action

Project update

Recommendation

Project update

Description/History

Fieldhouse, USA contacted the City to discuss the possibility of creating a public/private partnership for the construction and operation of a sports facility called Mansfield Fieldhouse, USA. During a Joint Work Session between City Council and the MPFDC on July 13, 2015, the MPFDC agreed to fund construction of the project.

The MPFDC approved the development agreement and awarded the Construction Manager At Risk to Pete Durant on August 6, 2015 and the City Council approved the development agreement and the CMR contract on August 10, 2015. The development agreement outlines the scope of the project to include design, development and construction of an in-door 90,000 square foot facility with eight basketball/volleyball courts, concession area, and programming space, viewing area and parking lot. The construction of the facility will be paid for by the MPFDC and will be built on City-owned land. The estimated cost of the project is \$12 million and will be publicly bid through the Construction Manager At-Risk delivery method. The CMR will bid the project and present a Guaranteed Maximum Price for the construction costs at a future meeting for MPFDC and City Council. This facility will be a public facility and Mansfield Fieldhouse, LLC will operate the facility through a lease and operating agreement between the City and Mansfield Fieldhouse, LLC.

August - MPFDC and City Council approved the development agreement and the CMR contract. City Council is scheduled to consider the third and final reading for the Lease and Operating Agreement on August 18, 2015.

October - The on-site, off-site and building construction bids are scheduled to be received in mid-October. The expectation is that contract considerations for these improvements will be presented at a special meeting on October 22nd in order to meet the previously approved schedule.

November - Bids have been received and the construction contract for the facility is on the agenda for consideration under New Business. Richard Wright, Director of Development Services, will present the contract for consideration.

December - Construction is under way on the onsite/offsite elements of the project. McKnight

Park East will be impacted with the redesign of the Park entry drive off the frontage road and a sanitary and Storm sewer crossing the Park to reach the creek. MGSA has been notified and coordinated with in regards to interruptions to the program

January - Construction is continuing with major impacts to McKnight Park. Sanitary sewer has been installed through the park. Storm section installation will begin in February. Entrance impacts continue and electrical switchover is scheduled for the end of the month. MGSA is advised and up to date with impacts to their program.

February - Electrical switch over has yet to be completed due to delays by Oncor. Preparation is underway for storm sewer installation beginning at the end of the month. New fence quotes for McKnight Park have been presented to the team. Fieldhouse site work continues with some paving installed. Utility construction is ongoing and pier drilling for the building is underway. The weather has been good, so earthwork is almost complete. Plan revisions continue to accommodate the StarCenter on the site.

March - Site work continues with the large storm drain installation underway through the park. Onsite concrete installation has begun with the roadways beginning to be placed. Review of the plan set for additional paving for additional parking is being discussed. Rain has impacted the project by a week. Work continues on utilities and pad prep for the building.

April - Site work continues with the installation of the large storm drain continuing to the south. Casting beds is underway. Electric has been relocated and the gas line move is underway. Walls are scheduled to be up by the end of June. Site work is at a stop through McKnight Park East until outfall plans are provided. Mansfield Girls' Softball Association programming has been heavily impacted by the construction.

May - Onsite and offsite work continues. Wall panel pouring is underway. Site work for utilities and concrete continues. Wall erection will begin next month.

June - Site work has finally resumed after all the 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 is scheduled for June 13th. Schedule revisions will be forthcoming.

July - Wall panels are ready to go vertical. The contractor is waiting for the cranes to arrive on-site to begin. Site work through the park has resumed and will be completed by the third week in August. Fencing for the ball fields has been re-quoted and direction has been given to get the fences reinstalled before the start of the Mansfield Girls' Softball Association's fall season.

August - The wall panels have been installed and the roof installation is in progress. The site work continues with paving underway for the parking lots and roadways. The revised schedule is showing completion in December of 2016. The construction through McKnight Park East has been delayed due to design issues with the headwall by the consultant. The fences for field 3 are installed. Roadway entrances to the park are pending the construction for the entrances to the Fieldhouse off of Highway 287.

September - Work on the facility roof continues, with electrical and plumbing moving forward inside the building. Interior finish out will commence once the plumbing, mechanical and electrical work progresses. Site concrete continues to be formed and placed around the building. Off-site drainage work is nearing completion through McKnight Park East. The architect and project manager continue to stress to the contractor that time is of the essence.

Current finish date based upon the latest schedule is December 29th, including completion of the punch list items.

October - Site roadwork into the park continues to the north and all construction drainage activities through the park are complete with project clean up and sodding scheduled. The project has transitioned to more of an indoor construction finish out project. Access from the frontage roads drive approaches has begun. The project remains on a tight schedule and is scheduled to be completed in December of 2016.

November - The project remains on a tight schedule and is still scheduled to be complete in December. The building is moving as fast to completion as possible, but rain has impacted the site work. We are still awaiting TxDOT's approval of the drive approach for concrete placement. Numerous trades and sequencing are being managed to expedite completion. The installation of the hardwood gymnasium flooring is scheduled to begin during the week of November 14th. The turf was installed at McKnight Park East on October 28th. There were issues with watering due to leaks in the irrigation system that had not been repaired, so staff is monitoring the turf grow-in.

Justification

This facility will add an additional indoor element to the park system that could operate year-round focusing on basketball/volleyball leagues and tournaments. This facility will provide sports opportunities to our local youth and adults as well as out-of-town visitors. An economic and feasibility study was conducted on this project by Conventions Sport and Leisure, International and estimated approximately one million visitors will come to the center annually.

Funding Source

MPFDC ½ cent sales tax

Prepared By

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STAFF REPORT

File Number: 14-0911

Agenda Date: 11/17/2016

Version: 26

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Update; Walnut Creek Linear Park Phase II Design

Requested Action

Project Update

Recommendation

Project Update

Description/History

The 2009 Parks, Recreation, Trails and Open Spaces Master plan included a spine trail phasing and prioritization plan. The first priority on this plan was trail segment "1" which is 2.75 miles from Oliver Nature Park through Philip Thompson to Loyd Park on Joe Pool Lake, which is a continuation of the existing Walnut Creek Linear Park. Dunaway was hired in summer 2013 to help staff formulate conceptual trail plans that could be used for future land acquisition and trail development.

October, 2015 - Staff continues negotiations with property owners along the trail corridor. The design consultant has made trail alignment modifications to avert two of the properties.

November 2015 - All properties at the title company for closing, Design consultant and staff walked the trail corridor in anticipation of the detail scope of services.

December 2015 - Staff has been in contact with the lake operations manager and is opening the lines of communication for trail development through Corp property and at Joe Pool Lake. Staff has also provided information to the design consultant working for TxDOT for the crossing under SH360. Dunaway and Associates has submitted a proposal for design development and construction document preparation which is also an item under new business for consideration.

January 2016 - A design development meeting was conducted and included Engineer, Survey and Parks staff. The project is moving forward with construction scheduled to begin in the fall 2016 pending approvals by outside agencies.

February - The topographic and tree surveys are complete. Consultants are working with the Corp of Engineers for alignment through the Corp's property and compiling and integrating the survey data into the alignment corridor. All creek-crossing data for bridges has been acquired, and flood studies are underway based upon the new data for the new bridges.

March - The consultant has final survey data of the alignment. Work continues on the alignment and detail design.

April - Waters of the US delineation is underway. A meeting with the Lake Parks and City of Grand Prairie Lake manager was held on Friday March 15 to discuss corridor alignment. Preliminary flood study work has begun.

May - The consultant, Dunaway Associates, is working on cleaning up the survey file Brittain and Crawford sent so they can align the next round of trail around existing trees. Waters of the US delineation is complete. Another tributary was found and may require a bridge which staff will further discuss. The archaeological survey and natural resources assessment are underway. Staff is working on the Walnut Creek modeling from Highway 360 to Elmer W. Oliver Nature Park. Dunaway will coordinate directly with our Engineering Department to make sure they are addressing all potential concerns.

June - 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. Once these are complete the preliminary trail layout will become more final.

July - Discussions are ongoing with the Consultant about findings with the U.S. Army Corps of Engineers. The Consultant is compiling information gathered and will prepare the preliminary design based upon the information in hand. Preliminary design is scheduled to be complete by the end of August with design development 35% complete by the end of September. The property acquisitions for the trail corridor are wrapping up with closings scheduled soon.

August - Staff met for a work session with the consultants on August 3rd and reviewed the preliminary trail corridor design. Staff was briefed on the U.S. Army Corps of Engineers' (USACE) requirements for construction on property classified as low-density recreation areas. The layouts were also revised for better trail corridors through the USACE property. The final closing for property acquisition along the corridor is moving forward. Discussions were held regarding cost and materials for the trails, bridges, and concrete boardwalk areas. The project continues to move forward for a winter 2016 advertisement.

September - The consultant continues work on the design development plans and is moving into the construction plan development stage. Staff requested a meeting with the U.S. Army Corps of Engineers to discuss the trail alignment through their property. Staff will also be meeting with representatives from the City of Grand Prairie to discuss the trail corridor through their city limits.

October - Staff and the consultants met with the U.S. Army Corps of Engineers (USACE) the last week of September to discuss the trail corridor and construction details for the USACE property. In the meeting, the USACE explained that the areas east of Philip Thompson are designated as wildlife preservation areas and thus different rules apply for construction activities. Staff is evaluating the feedback from the meeting to determine the best possible solution to several issues, including not being able to use concrete for the trail surface. Staff will be meeting with the consultants again on October 18th to discuss the meeting and possible alignment changes and construction challenges.

November - Staff will be meeting with the consultants again in mid-November to discuss the possible alignment changes and construction challenges following feedback from the U.S. Army Corps of Engineers. A revised project schedule will be developed prior to the next Board meeting.

Justification

The MPFDC allocated funds for the Walnut Creek Linear Park/Oliver Nature Park Phase II in the FY13-14 budget. Staff has been working with the consultant to develop conceptual design plans to help with future land acquisition and trail development.

Funding Source

MPFDC ½ cent sales tax

Prepared By

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CITY OF MANSFIELD

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STAFF REPORT

File Number: 16-2070

Agenda Date: 11/17/2016

Version: 2

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

Title

Update; Existing Park Improvements for FY2016-2017 Previously Approved

Requested Action

Project Update

Recommendation

Project Update

Description/History

Each year staff compiles a list of recommended improvements for the existing parks in the City's park system.

September 2016- The MPFDC approved \$250,000 for existing park improvements in the FY 2016-2017 budget. The proposed list for park improvements includes park monument signage at Michael L. Skinner Sports Complex and McKnight Park East, playground improvements at Donald Barg Park and Katherine Rose Memorial Park, replacing countertops and adding adjustable basketball goals at the Mansfield Activities Center, providing electricity to the back maintenance shop and pond at Oliver Nature Park, providing a concrete slab for batting cages at McKnight Park East, adding a rock façade around the Magnolia Service Center, providing supplemental funding for construction of a new restroom building at Skinner Sports Complex, and replacing various grills, benches, picnic tables and bleachers throughout the park system.

October - Hold overs from the FY 2015-2016 year are under way and being completed, including the 10 fabric shade structures at Chandler football fields and concrete at the Skinner Sports Complex. The new projects are in the process of being quoted and/or designed.

November - The concrete drive to the baseball storage building is complete at the Skinner Sports Complex. The installation of the shade structures at the football fields at Clayton Chandler Park is also complete. The FY 16-17 items are in design for installation in the winter and spring of 2017.

Justification

To continue providing quality facilities throughout the park and recreation system with ongoing updates and improvements.

Funding Source

MPFDC ½ Cent Sales Tax

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STAFF REPORT

File Number: 14-1139

Agenda Date: 11/17/2016

Version: 22

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Update; Pond Branch Linear Park

Requested Action

Project Update

Recommendation

Project Update

Description/History

The 2009 Parks, Recreation, Trails and Open Space Master Plan included a spine trail phasing and prioritization plan with the Pond Branch corridor shown on the map, however, it is not delineated as an improved linear trail. The on-street connection with Town Park is shown as segment 12 in the spine trail phasing and prioritization plan, and received funding through TxDOT's Transportation Alternatives Program. With development in the downtown area increasing, staff was directed by the downtown TIRZ committee to explore a feasibility analysis and provide opinion of costs to develop a connection from Rose Park to the east side of the Historic Downtown area along the Pond Branch corridor. This connection would utilize an existing drainage culvert under the Union Pacific Railroad as pedestrian access only. The trail will then follow the west upper bank of the creek and terminate at Dallas Street.

As future development occurs along the creek, the trail will provide additional benefit for outside patio dining areas and connections to other venues in the downtown area with improved pedestrian access. Graham and Associates was retained in July 2014 to formulate a feasibility analysis and opinions of cost. The report was funded through the drainage program and the draft report was completed in November 2014.

**** For earlier history, please see the report of August 2016**

June - Property acquisition negotiations are ongoing. Plan revisions are underway to 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. The consultant has received the full hydrologic-and-hydraulic-modeling-report and it should be submitted to the City soon.

July - Property acquisition negotiations are ongoing. Construction plans are 100% complete and under review. Staff is preparing to advertise the project for construction.

August - Final in-house review of the construction plans are underway. Acquisition of all rights-of-way has been negotiated. The closings for the properties will be scheduled following approval from City Council. Construction is anticipated to last nine months and will be complete

in the summer of 2017.

September -The project has been advertised and bids will be opened in the first week of October. Staff anticipates that a construction contract will be ready for MPFDC Board and City Council award in October.

October - The bid opening was held on October 5, 2016, with three firms submitting bids. However, we are working with the consultant on final issues with the trail access under the Union Pacific Railroad before proceeding with the construction bid award.

November - Staff and the consultant have had numerous conversations with Union Pacific Railroad (UPRR) representatives regarding the pedestrian crossing under the railroad for the trail. Conversations and discussions are ongoing. Staff visited with the construction contractor, who agreed to hold pricing based upon the outcome of the UPRR discussions. All parties are working diligently to resolve the design issues as quickly as possible.

Justification

The downtown TIRZ committee directed staff to procure a feasibility analysis and opinion of cost for the Pond Branch Creek Corridor. Staff has been working with the consultant to explore the feasibility to help with future development and trail development. The report indicated it would be feasible to build a linear trail utilizing the railroad culvert as a pedestrian access passage into the Historic Downtown.

Funding Source

MPFDC ½ cent sales tax

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STAFF REPORT

File Number: 16-2040

Agenda Date: 11/17/2016

Version: 3

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Update; Chandler Park Phase II Construction

Requested Action

Project Update

Recommendation

Project Update

Description/History

Clayton W. Chandler Park is a 13-acre community park located in the northeast quadrant of the city. It is surrounded by single family housing and two Mansfield ISD schools. Originally named "North Park," the park was constructed in 1976 with the assistance of grant funds from the United States Department of Interior and Texas Parks and Wildlife Department. Renovations funded by the Mansfield Park Facilities Development Corporation were completed in May 2004, including a new restroom/concession/announcer's area, two new football fields with lights, four new t-ball fields, entry/drop off area, accessible parking, pavilion, landscaping, irrigation and fencing. The existing large baseball field was left intact at that time.

The scope of phase two renovations includes construction of a new parking lot, restroom building, looped concrete trail, playground for 2-5yrs and 5-12yrs, splash pad, basketball court, sand volleyball court, skate spot, pond, pavilions, fitness equipment, tennis court improvements, landscaping, benches, picnic tables, park monument sign and irrigated open space. The construction contract was awarded to Northstar Construction, LLC on August 18, 2016 by the MPFDC and August 22, 2016 by City Council resolution.

September- Staff is currently finalizing signatures of the contract and will holding a pre-construction meeting with the contractor and design consultant to organize submittals and the project schedule. Construction is anticipated to begin in the fall of 2016, with nine months estimated for project completion.

October- A pre-construction meeting was held between staff and the contractor on October 6, 2016. Demo of the existing site elements and light sub-grading has started. Staff will continue to work with the contractor through the expected nine month construction process.

November- Construction is ongoing. Site grading is 60% completed. Staff will continue to work with the contractor and anticipate completion in mid-summer 2017.

Justification

Completion of phase II of Clayton W. Chandler Park will provide the citizens with a much needed community park in the northeast quadrant of the City as indicated by the master plan.

Funding Source

MPFDC ½ Cent Sales Tax

Prepared By

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STAFF REPORT

File Number: 16-2110

Agenda Date: 11/17/2016

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Consideration Item

Agenda Number:

Title

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

Requested Action

Consider Purchasing Property Located at 300 Wisteria Street

Recommendation

Approve purchase

Description/History

In September, 2010, during a heavy rain event, flooding occurred along the Walnut Creek greenbelt and included flooding of certain homes. The Environmental Services Department worked with the homeowners and applied for and was awarded a FEMA grant filtered through the Texas Water Development Board that allowed the homeowners to receive funds for their homes. The grant was a 90%-10% split. The City's matching part is 10% of the cost to demolish the home and clean up the site. The grant stipulates that the property be deed-restricted to always remain open space. In an effort to reach the matching portion of the grant, the Mansfield Park Facilities Development Corporation (MPFDC) is being asked to consider purchasing these properties that are adjacent to existing park land that will expand the linear park and be maintained by the Parks and Recreation Department.

An attachment has been previously provided outlining the properties being considered. The Environmental Services Department has received a response from FEMA regarding additional flooded properties that may were considered for future purchase with all being cleared for purchase.

Justification

The property listed is adjacent to the linear trail and McKnight Park West. This property will expand the park area and will remain open space. The MPFDC may make small improvements to these properties including a pedestrian trail head, benches, signage, drinking fountains and shade structures.

Funding Source

MPFDC ½ Cent Sales Tax

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STAFF REPORT

File Number: 16-2111

Agenda Date: 11/17/2016

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Consideration Item

Agenda Number:

Title

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

Requested Action

Consider Purchasing Property Located at 1405 Palm Street

Recommendation

Approve purchase

Description/History

In September, 2010, during a heavy rain event, flooding occurred along the Walnut Creek greenbelt and included flooding of certain homes. The Environmental Services Department worked with the homeowners and applied for and was awarded a FEMA grant filtered through the Texas Water Development Board that allowed the homeowners to receive funds for their homes. The grant was a 90%-10% split. The City's matching part is 10% of the cost to demolish the home and clean up the site. The grant stipulates that the property be deed-restricted to always remain open space. In an effort to reach the matching portion of the grant, the Mansfield Park Facilities Development Corporation (MPFDC) is being asked to consider purchasing these properties that are adjacent to existing park land that will expand the linear park and be maintained by the Parks and Recreation Department.

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Justification

The property listed is adjacent to the linear trail and McKnight Park West. This property will expand the park area and will remain open space. The MPFDC may make small improvements to these properties including a pedestrian trail head, benches, signage, drinking fountains and shade structures.

Funding Source

MPFDC ½ Cent Sales Tax

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