



CITY OF MANSFIELD

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

Meeting Agenda

Mansfield Park Facilities Development Corporation

Thursday, January 19, 2017

7:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

[17-2156](#) Approval of Minutes - Regular Meeting - November 17, 2016

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

3. **CASH FLOW STATEMENT**

[17-2157](#) Cash Flow Statement as of December 31, 2016

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
- Quarterly Update

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
- Quarterly Update

6. OLD BUSINESS

- [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

- [17-2158](#) Possible Action Regarding Heritage Baptist Church Parking Lot Lease
- [17-2159](#) Discussion; 2009 Parks, Recreation, Open Space and Trails Master Plan

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: Saverio 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 #03-14-05
- 2. Possible Land Acquisition for Future Park Use
 - a. Property #11-16-05
 - b. Property #11-16-06
 - c. Property #08-15-01
- 3. Lease of a Parking Lot to Serve Mansfield's Historic Downtown
- 4. Woodland Estates Park Playground

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: 01/13/2017 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: 17-2156

Agenda Date: 1/19/2017

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 - November 17, 2016



CITY OF MANSFIELD

1200 East. Broad St.
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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: Saverio 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



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STAFF REPORT

File Number: 17-2157

Agenda Date: 1/19/2017

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 December 31, 2016



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STAFF REPORT

File Number: 16-2066

Agenda Date: 1/19/2017

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

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



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STAFF REPORT

File Number: 16-2067

Agenda Date: 1/19/2017

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



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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
- Quarterly Update



CITY OF MANSFIELD

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STAFF REPORT

File Number: 14-0911

Agenda Date: 1/19/2017

Version: 27

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 "I" 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.

January 2017 - Alignment adjustments have been made due to U.S. Army Corps of Engineers considerations. New survey data is being gathered for the revised corridor. Development plans are underway for the section from Oliver Nature Park to Philip Thompson Soccer Complex. Staff is working with the SH-360 project consultants and contractors to provide an area for the trail under the highway bridges. The consultant should be ready to submit plans for USACE review in early spring for the first section to be bid for construction to begin in the fall of 2017.

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

James Fish, RLA, ASLA
Sr. Park Planner, Parks and Recreation Department
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CITY OF MANSFIELD

1200 East. Broad St.
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STAFF REPORT

File Number: 16-2070

Agenda Date: 1/19/2017

Version: 3

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.

January 2017 - Design is underway for additional swing set bays at Donald Barg Park and Katherine Rose Memorial Park with construction anticipated in late March. Design has started for the renovation of Woodland Estates Park on Killian Drive. Design is underway for the new James McKnight Park East entryway sign with construction anticipated to start in February. The new entryway sign to the Michael L. Skinner Sports Complex is under construction now and will be completed in early February. Nema 3 Electric has been contracted to provide electric service to the back maintenance shop and pond at Oliver Nature Park.

Justification

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

Funding Source

MPFDC ½ Cent Sales Tax

Prepared By

James Fish, RLA, ASLA

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STAFF REPORT

File Number: 14-1139

Agenda Date: 1/19/2017

Version: 23

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

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.

January 2017 - Construction bids were rejected by City Council at their November 28, 2016 meeting. The construction plans are being revised to re-advertise the project in February. The first phase of trail construction will terminate at Sycamore Street and discussions will continue with Union Pacific Railroad to facilitate utilization of the culvert to connect to Katherine Rose Memorial Park. The project is scheduled to be bid and brought to the Board for consideration in March.

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

Prepared By

James Fish, RLA, ASLA

Sr. Park Planner, Parks and Recreation Department

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STAFF REPORT

File Number: 16-2040

Agenda Date: 1/19/2017

Version: 4

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

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.

January 2017 - Construction has been ongoing over the holidays. The utilities are being configured into the site work. Staff has continued bi-weekly meetings with the contractor and design consultant. Construction is continuing with anticipated 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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CITY OF MANSFIELD

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STAFF REPORT

File Number: 17-2158

Agenda Date: 1/19/2017

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Consideration Item

Agenda Number:

Title

Possible Action Regarding Heritage Baptist Church Parking Lot Lease

Requested Action

Consider Request to Fund Lease

Recommendation

Approve \$17,500 per year for the lease per the attached estimate of costs

Description/History

At the March 3, 2016 MPFDC Special Board meeting, staff advised the Board that the MPFDC would be asked to fund \$17,500 annually for a 10-year agreement to share the cost of leasing approximately 91 parking spaces from the Heritage Baptist Church. This parking lot will serve as an important trail head connection for the upcoming Pond Branch Linear Park system, as well as provide necessary parking to support new development in the downtown area.

The MEDC is also being asked to contribute \$17,500 per year. The City Council will consider approving the parking lot agreement with Heritage Baptist Church after funding has been approved by both boards.

Justification

This parking lot will benefit downtown development, businesses, restaurants, retail, the Pond Branch Linear Park and community events.

Funding Source

MPFDC ½ Cent Sales Tax

Prepared By

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STAFF REPORT

File Number: 17-2159

Agenda Date: 1/19/2017

Version: 1

Status: New Business

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File Type: Discussion Item

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Title

Discussion; 2009 Parks, Recreation, Open Space and Trails Master Plan

Requested Action

No Action Required - Discussion Item

Recommendation

Discussion Only

Description/History

An adopted Parks, Recreation, Open Space and Trails (PROST) Master Plan provides guidance and direction to staff, MPFDC and City Council for the future development of the parks and recreation system. The master planning process allows for the community to create a priority list for future park projects, and by having a current, adopted master plan, also allows the City to apply for grants through the Texas Parks and Wildlife Department to help fund future projects.

Currently, planning for parks and recreation facilities relies heavily on the PROST Master Plan adopted in 2010. The purpose of this plan was to provide direction and set priorities for growth of the park system based upon the growth of the community. Since the adoption of the master plan in 2010, the Mansfield Park Facilities Development Corporation (MPFDC) has completed numerous priority projects. At the same time, the community has continued to grow at a steady pace with new and changing priorities.

Staff would like to start the update process of the current plan this spring, with the goal of adopting a new 10-year PROST Master Plan by the end of 2018.

Justification

N/A

Funding Source

N/A

Prepared By

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