



CITY OF MANSFIELD

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

Meeting Agenda

Mansfield Park Facilities Development Corporation

Thursday, February 16, 2017

7:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

[17-2188](#) Approval of Minutes - Regular Meeting- January 19, 2017

Attachments: [Minutes 01-19-17](#)

3. **CASH FLOW STATEMENT**

[17-2189](#) Cash Flow Statement as of January 31, 2017

Attachments: [02-16-17.pdf](#)

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

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
- [17-2159](#) Update; 2009 Parks, Recreation, Open Space and Trails Master Plan

7. NEW BUSINESS

- [17-2191](#) Consideration and Possible Action Regarding a Land Donation from Jabez Development of approximately 11.3 acres in the proposed Mill Valley Development.
Attachments: [mvparks.ltr.pdf](#)
[mvparks.displays.pdf](#)
- [17-2193](#) Consideration and Possible Action Regarding a Proposed Change to the MPFDC Board Meeting Start Time

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

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: 02/09/2017 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.

Lisandra Keller, Administrative Assistant
Parks and Recreation

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.



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 17-2188

Agenda Date: 2/16/2017

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- January 19, 2017



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, January 19, 2017

7:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 7:01 p.m.

Absent 3 - Wayne Lee; Bob Kowalski and Dee Davey

Present 4 - Harold Bell; Wendy Collini; Sandra Hightower and Neal Shaw

2. APPROVAL OF MINUTES

[17-2156](#)

Approval of Minutes - Regular Meeting - November 17, 2016

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

Aye: 4 - Harold Bell; Wendy Collini; Sandra Hightower and Neal Shaw

Nay: 0

Absent: 3 - Wayne Lee; Bob Kowalski and Dee Davey

Abstain: 0

3. CASH FLOW STATEMENT

Board members, Bob Kowalski and Dee Davey arrived at 7:04 p.m.

Absent 1 - Wayne Lee

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

[17-2157](#)

Cash Flow Statement as of December 31, 2016

Cash flow was distributed to Board members at the meeting (copy on file in the Parks & Recreation Director's office). A month to month sales tax comparison through December was also provided.

Matt Young, Parks and Recreation Director stated that sales tax has been higher than previous years starting off. Matt also mentioned there were a few year end expenditures that had posted for FieldhouseUSA. Future appropriations for the design bid for Walnut Creek Linear Park had been projected.

Neal Shaw asked what had been expended for \$150,000 for Skinner Sports Complex. Matt answered that this was a previous estimate that should have been

removed. The updated cash flow for February will reflect the correction.

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
- Quarterly Report

1) Matt introduced Ann Beck, the new Marketing and Communications Manager for Parks and Recreation. He stated many of the recent photos seen via social media and other marketing materials were taken by Ann. He stated many staff members have complimented the department regarding the quality.

2) Matt stated Lisandra Keller, the new Parks and Recreation Administrative Assistant has been hired, and is scheduled to begin February 1.

3) Matt provided the Board with a copy of the first quarter report provided to Council at the January 9 City Council meeting.

4) Matt also mentioned that the 2nd reading of an ordinance for the PCS site lease agreement is on the City Council agenda for January 23.

5) Matt stated that City Council will also be having their first Strategic Plan work session on January 31. With Council beginning this process, staff will begin to discuss the next steps for a Strategic Business Plan for Mansfield Park Facilities Development Corporation.

6) Matt let the Board know that the Texas Recreation and Park Society Annual Institute is local this year, taking place in Irving. A schedule with educational session details will be sent, should the Board like to attend.

7) Matt stated that a meeting regarding wayfinding in Historical Downtown would be taking place this month, but that staff would be looking at the whole city which could include future wayfinding for future park facilities.

8) Matt mentioned that more requests regarding memorials have been occurring and asked if the Board would be interested in forming a committee to look at formal adoption of a memorial policy. The Board was in agreement and Sandra Hightower, Wendy Collini, and Dee Davey volunteered. Staff will work to get additional information to the Board for a future meeting.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: Staff has hired a contractor to rebuild all seven pitcher's mounds for baseball in anticipation of the upcoming season. Staff is also cutting out baselines,

repairing minor items on the baseball fields, and topdressing sidelines for soccer.

2) McKnight: Staff has hired a painting contractor to repaint the concession stand, restrooms, and maintenance shop at McKnight Park East. The concrete wall near the pavilions has been repainted.

3) Chandler: Staff is performing the off-season changes to convert the facility from football to baseball.

4) Rose/Town/Allmon: Staff was busy this week cleaning up flood debris and silt from the linear trail to get ready for daily traffic and Winter Walk.

4) Oliver Nature Park: The purchase order has been issued to the contractor to install electricity from the front of the park to the back maintenance shop. Staff continues to add decomposed granite to the trail system and has been renting a roller to pack the trail. Staff is also making the transition to move from the property located at 1164 Matlock to the back maintenance shop.

5) Overall: Staff has been preparing for the upcoming Winter Walk this weekend as well as gearing up all facilities for upcoming athletic seasons.

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

[16-2068](#)

Monthly Update on Current Programs & Services - Quarterly Report

1) Athletics:

- The All Sports Association Meeting was held at 6 p.m. January 11 at the MAC.
- Agreements are being put together and signed for the Spring.
- A pin by phone upgrade for the Skylogix light system is being implemented for the season.

2) Program Updates:

- MAC Programming Update
 - a) The volleyball league has 13 teams on Friday nights.
 - b) Today's Pickleball Tournament had 18 teams and 30 participants.
 - c) Kids' Night Out will take place Saturday, January 21 from 6-10 p.m.
- Oliver Nature Park
 - a) Stargazing with Astronomers will take place Saturday, January 21 from 7 - 9 p.m.
 - b) There is a new part-time employee, Kimberly Shaw to assist with the busy schedule of programming.
 - c) Upcoming field trips:
 - Summit High School (FALS)
 - Mary Jo Sheppard - 2nd Grade
 - Alice Ponder - 1st Grade
 - Cross Timbers - 5th Grade
 - Willie Brown - 2nd Grade
 - Primrose Walnut Creek - Kindergarten
 - Goodman Elementary - 5th Grade
 - Cora Spencer - 3rd Grade

- Upcoming Special Events:
 - a) Winter Walk is January 21 and sponsored by Cook Children's and features a new Snowman Run 5k.
 - Over 100 people have registered as of today.
 - b) The Run with Heart 1/2 marathon is January 28 and sponsored by Methodist Mansfield.

3) General:

- The spring brochure is at the printer.
- The MAC open house will take place February 16.
- A copy of Recreation's first quarter report was distributed to the Board.

6. **OLD BUSINESS**

14-0911

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, reported staff met with SH 360 consultants and the city's consultant to discuss alignment adjustments requested by the U.S. Army Corps of Engineers (USACE). A new survey is being completed for the revised alignment of the corridor. Development plans are underway for the section from Oliver Nature Park to Philip Thompson Soccer Complex. The consultant should be ready to submit plans for USACE review in early spring for this section with construction anticipated to begin in the fall of 2017.

16-2070

Update; Existing Park Improvements for FY2016-2017 Previously Approved

James Fish, Sr. Park Planner, reported design is underway for additional swing set bays at Donald Barg Park and Katherine Rose Memorial Park with construction anticipated to begin in late March. James also stated that design is underway for the new James McKnight Park East entryway sign and that the new entryway sign to the Michael L. Skinner Sports Complex is under construction now. James stated Nema 3 Electric has been contracted to provide electric service to the back maintenance shop and pond at Oliver Nature Park.

Sandra Hightower asked what the plans for 1164 Matlock Rd. (formerly known as the Jay Property) are. James stated that this is to be the site for the new Park Administration facility. He stated a design charrette is scheduled for January 18, and plans are to possibly have plans for bid in June. Matt said that the goal is to have construction begin in August.

Matt also mentioned that he met the family of Maggie Fortner, the kindergartner that wrote to the Board about Donald Barg Park, at the FieldhouseUSA grandopening. Matt said the family is excited about the addition of swings.

Matt reported that the status of the proposed restroom building at the Skinner Sports Complex were discussed at the All Sports meeting on January 11. Matt asked if the Board would entertain hiring a consultant to complete a master plan for both Skinner Sports Complex and McKnight Park East to evaluate future plans and growth, since the restroom item was tabled by Council. The plan would be to use Existing Park Improvement funds earmarked for the restroom to complete this study.

The Board discussed why the restroom facility failed to receive approval from City Council and what other options could be done to address the need. Neal Shaw mentioned that the restroom needs are a priority so as to not risk fewer games being

played at the facility.

The Board agreed that a new Master Plan would be helpful, but that a temporary solution needed to be worked on during the meantime. The use of a portable toilet trailer for large tournaments could be a temporary option until a new Master Plan can be completed.

Neal Shaw also asked what was being done about traffic exiting the facility. James and Matt both stated that staff are working on an option that could use the nearby gas well exit as an emergency exit. The new traffic signal at the Holland Road intersection has been installed and should be operational before the start of the spring season.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, reported 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. James stated the first phase of trail construction will terminate at Sycamore Street and discussions will continue with UPRR to facilitate utilization of the culvert to connect to Katherine Rose Memorial Park. The project is scheduled to be bid and be brought to the Board for consideration in March.

[16-2040](#)

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner, reported construction is underway and on schedule. Staff has continued bi-weekly meetings with the contractor and design consultant.

Harold Bell asked what the estimated completion was to which Chris replied mid-summer.

7. NEW BUSINESS

[17-2158](#)

Possible Action Regarding Heritage Baptist Church Parking Lot Lease

Approved

[17-2159](#)

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

Matt Young, Parks and Recreation Director, provided a handout to the Board outlining the process for updating the 10-year Parks, Recreation, Open Space and Trails Master Plan. Matt stated that the process would begin this spring, with the intention of having the new master plan adopted by the end of 2018.

No action was taken.

8. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed the Regular Meeting into Executive Session at 8:09 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: Saverino 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

Harold Bell, President, reconvened the Regular Meeting at 9:11 p.m.

10. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

11. INFORMATIONAL ITEMS

Matt stated that there is a resolution on the City Council's agenda for January 23 supporting legislation that provides a fair and equitable distribution of funding in the Texas Recreation and Parks Account which helps fund grants for local municipalities.

12. BOARD ANNOUNCEMENTS

Dee Davey, "Happy New Year."

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 9:16 p.m.

Harold Bell, President

ATTEST:

Bernadette McCranie, Executive Secretary
Community Services



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 17-2189

Agenda Date: 2/16/2017

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 January 31, 2017

MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION
CASH FLOW REPORT
FY2016-2017

February 2017

DESCRIPTION	October Actual	November Actual	December Actual	January Actual	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	395,531	413,670	566,910	433,748	433,748	433,748	433,748	433,748	433,748	433,748	433,748	5,343,006	5,204,979	138,027
Interest	250	250	250	250	250	250	250	250	250	250	250	250	3,000	3,000	-
MAC Fees	28,943	28,952	21,001	24,653	25,000	25,000	25,000	25,000	37,500	37,500	37,500	37,500	353,549	350,000	3,549
Outdoor Recreation Fees	1,672	1,703	330	294	250	250	1,000	1,000	2,000	500	500	500	9,999	7,000	2,999
Athletic Field Fees	11,252	12,274	18,552	3,749	10,700	10,700	10,700	10,700	10,700	10,700	10,700	10,300	131,027	128,000	3,027
Pavilion Fees	5,085	1,630	50	70	100	2,000	3,200	4,000	4,000	2,500	1,500	3,000	27,135	25,000	2,135
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	-	-	-	160,000	-	-	-	-	-	-	-	-	160,000	240,000	(80,000)
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	19,173	188	32,094	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	169,174	150,000	19,174
Bond Proceeds		-	8,500,000	-	-	-	-	-	-	-	-	-	8,500,000	8,500,000	-
Total Revenues	568,752	516,161	8,960,963	794,941	539,196	491,370	493,320	543,846	1,030,116	504,620	674,346	504,720	15,622,351	15,527,067	95,284

Administration	102,161	78,976	123,655	133,337	125,000	140,000	125,000	115,826	115,826	115,826	115,826	129,491	1,420,925	1,389,913	31,012
Sports Complex Operations	26,548	25,741	32,102	29,849	31,952	31,952	37,952	31,952	31,952	31,952	31,952	39,452	383,352	383,418	(66)
Rose Park/Town Park Operations	19,284	22,139	31,368	19,127	33,202	33,202	43,202	33,202	33,202	33,202	33,202	64,202	398,532	398,420	112
MAC Operations	55,113	40,418	45,553	49,483	63,288	63,288	88,288	63,288	63,288	63,288	63,288	85,288	743,873	759,460	(15,587)
Oliver Nature Park	28,033	25,914	36,049	30,572	50,907	50,907	75,907	50,907	50,907	50,907	50,907	92,907	594,824	610,883	(16,059)
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	356,412	431,951	425,591	467,572	482,572	533,572	458,398	458,398	458,398	458,398	574,563	5,500,187	5,500,776	(589)

PROJECT FUNDS AVAILABLE	174,389	159,749	8,529,012	369,350	71,624	8,798	(40,252)	85,448	571,718	46,222	215,948	(69,843)	10,122,164	10,026,291		Project Budget
Capital Purchases			27,115										27,115	0	27,115	
Land Acquisition		61,433	31,420		22,438					74,710	80,000	80,000	350,000	350,000	0	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
Fieldhouse		1,108	3,525,623	841,600	1,762,799								6,131,130	7,736,502	(1,605,372)	12,900,000
StarCenter					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,500,000	8,500,000	8,500,000	-	8,500,000
Clayton Chandler Park - Phase II		4,400	136,424	122,665	561,511	275,000	275,000	275,000	275,000	275,000	275,000	275,000	2,750,000	2,750,000	-	4,000,000
Pond Branch Linear Park		1,500	0	1,000	49,000	25,000	25,000	250,000	250,000	250,000	250,000	250,000	1,351,500	3,000,000	(1,648,500)	3,400,000
Parks Administration Offices			3,156	960	19,040	10,000	10,000	15,000	15,000	15,000	15,000	100,000	203,156	1,000,000	(796,845)	1,000,000
Walnut Creek Linear Park - Phase II			7,875	9,881	40,119	25,000	25,000	25,000	25,000	50,000	50,000		257,875	1,590,900	(1,333,025)	2,690,000
Skinner Sports Complex Improvements			1,485				50,000	50,000	50,000	186,015			337,500	337,500	-	350,000
Downtown Restroom (The Lot)							10,000	40,000	50,000	50,000	50,000	50,000	200,000	125,000	75,000	125,000
Philip Thompson Soccer Complex						12,500	12,500	12,500	12,500				50,000	50,000	-	350,000
Walnut Ridge Park						25,000	25,000	25,000	25,000				100,000	100,000	-	750,000
Dog Park									25,000	25,000	25,000	25,000	100,000	100,000	-	750,000
McKnight Park West Improvements									12,500	12,500	12,500	12,500	50,000	50,000	-	300,000
Total Capital Expenditures	1,800	68,440	3,793,797	976,107	3,454,907	1,435,000	1,422,500	1,662,500	1,792,500	1,943,225	1,762,500	2,445,000	20,731,161	26,039,902	(5,281,626)	

FY2016-2017 NET	172,589	91,308	4,735,215	(606,757)	(3,383,283)	(1,426,202)	(1,462,752)	(1,577,052)	(1,220,782)	(1,897,003)	(1,546,552)	(2,514,843)	(10,608,997)	(16,013,611)	
-----------------	---------	--------	-----------	-----------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	--------------	--------------	--

	Beginning Balance														
FUNDS AVAILABLE	17,320,763	17,493,352	17,584,660	22,319,875	21,713,119	18,329,836	16,903,634	15,440,883	13,863,831	12,643,049	10,746,046	9,199,494	6,684,651	6,711,766	(16,013,611)



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 16-2066

Agenda Date: 2/16/2017

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.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 16-2067

Agenda Date: 2/16/2017

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



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 16-2068

Agenda Date: 2/16/2017

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



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 14-0911

Agenda Date: 2/16/2017

Version: 28

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

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.

February 2017 - With the alignment adjustments made to the corridor, additional survey information was required and now completed. Due to constraints, the project has been divided into three phases. Phase 2A includes the section into Oliver Nature Park. Phase 2B includes the section from Oliver Nature Park to Philip Thompson Soccer Complex. Phase 2C includes the section from Philip Thompson to the Joe Pool Recreation Area. The Phase 2B section has been prioritized to move forward under the current schedule and is actively in design development. Phase 2C is actively being designed as well, but due to USACE and TXDOT consideration and challenges, this section will most likely be bid separately after all items are worked out with the USACE and TxDOT. The project in general is still on track to advertise, bid and begin construction 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
james.fish@mansfield-tx.gov
817-804-5794



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 16-2070

Agenda Date: 2/16/2017

Version: 4

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

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.

February - Design is nearing completion for additional swing set bays at Donald Barg Park and Katherine Rose Memorial Park with anticipated construction to start in late March. Design

work on the playground replacement at Killian Park (Woodland Estates) is also nearing completion. The construction of the new entryway sign at the Michael L. Skinner Sports Complex is scheduled to be completed in late February. Design of the new James McKnight Park East entryway sign is nearing completion, with construction anticipated to start in March. Nema III Electric has been contracted to provide electric service to the back maintenance shop and pond at Oliver Nature Park and is scheduled to begin the conduit installation the week of February 13. Oncor will provide wire and power to the remote transformer. The power has been sized to accommodate the future Nature Education Center and Learning lab. The restroom bids for the Skinner Sports Complex at Baseball were rejected and City Council and the current plan will be to remaster plan the facility and include McKnight Park East as both facilities infrastructure is beginning to age.

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

Sr. Park Planner, Parks and Recreation Department

james.fish@mansfield-tx.gov

817-804-5794



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 14-1139

Agenda Date: 2/16/2017

Version: 24

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.

February 2017 - The project has been advertised and the City will accept bids on February 23, 2017. A special meeting of the MPFDC Board to accept the bids will be requested in order to meet the March 6th City Council agenda for contract approval. The phase of the trail development will terminate at Sycamore Street. Pending further discussions with UPRR on crossing under the rail road into Rose Park, phase two of the project could continue if agreements with UPRR can be reached.

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
james.fish@mansfield-tx.gov
817-804-5794



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 16-2040

Agenda Date: 2/16/2017

Version: 5

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.

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.

February - Construction of the parking lot is nearing completion and the retaining walls for the pond are underway. Staff has continued bi-weekly meetings with the contractor and design consultant to discuss scheduling, construction implementation, and park amenities. Construction is currently ahead of schedule, with anticipated completion in July 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

Chris Ray
Park Planner, Parks and Recreation Department
chris.ray@mansfield-tx.gov
817-804-5788



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 17-2159

Agenda Date: 2/16/2017

Version: 2

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Title

Update; 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

Matt Young, Director of Parks and Recreation

Matt.Young@mansfieldtexas.gov

817-804-5798



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 17-2191

Agenda Date: 2/16/2017

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Consideration Item

Agenda Number:

Title

Consideration and Possible Action Regarding a Land Donation from Jabez Development of approximately 11.3 acres in the proposed Mill Valley Development.

Requested Action

Consideration and Possible Action

Recommendation

Accept Land Donation from Jabez Development of approximately 11.3 acres and Grant Applicable Park Fee Credit for the Proposed Mill Valley Neighborhood Park.

Description/History

In 2016, Matthew Goodwin with Goodwin and Marshall Inc. approached the Mansfield Parks and Recreation Department on behalf of the owner, Jabez Development, in regards to a proposed neighborhood park in the future Mill Valley residential development. Jabez Development is proposing to dedicate the neighborhood park by a metes and bound survey of approximately 11.3 acres of land to satisfy the requirements of the Park Land Dedication Ordinance for a future park. The Mansfield Park Facilities Development Corporation (MPFDC) is being asked to consider accepting the land based on a clear Title Policy and Warranty Deed for the property.

Jabez Development is also asking for a "Park Fee Credit" for development of the neighborhood park. If credit is granted, the fees would be reimbursed upon completion of the park amenities and acceptance by the Parks and Recreation Department in accordance with the Park Land and Development Ordinance.

Justification

This additional property would serve as a public neighborhood park and eventually tie into a future linear park trail in the South Pointe Development. The City and MPFDC own land in close proximity or adjacent to this property and the land donation will make a good connection point for a trail system as outlined in the 2009 adopted Parks, Recreation, Open Space and Trails Master Plan.

Funding Source

N/A

Prepared By

James Fish, RLA, ASLA

Sr. Park Planner, Parks and Recreation Department

james.fish@mansfield-tx.gov

817-804-5794

December 16, 2016

Mr. Matt Young
Director, Parks & Recreation Department
City of Mansfield
210 Smith Street
Mansfield, Texas 76063

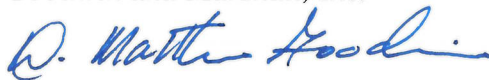
RE: Mill Valley Park Dedication

Dear Mr. Young:

On behalf of Jabez Development, owner of the proposed Mill Valley development, I would like to request consideration for dedication of the approximately 11.3 acres as shown on the attached to the Mansfield Parks Department in lieu of the parks purchase fee (\$500 per lot at time of Final Plat). If agreeable to the Mansfield Parks Development Board the transfer would be done by a separate metes and bounds survey. In addition, we request that the development fee responsibilities be reimbursed for the improvements outlined on that display once the improvements are made and costs documented to the Parks Department.

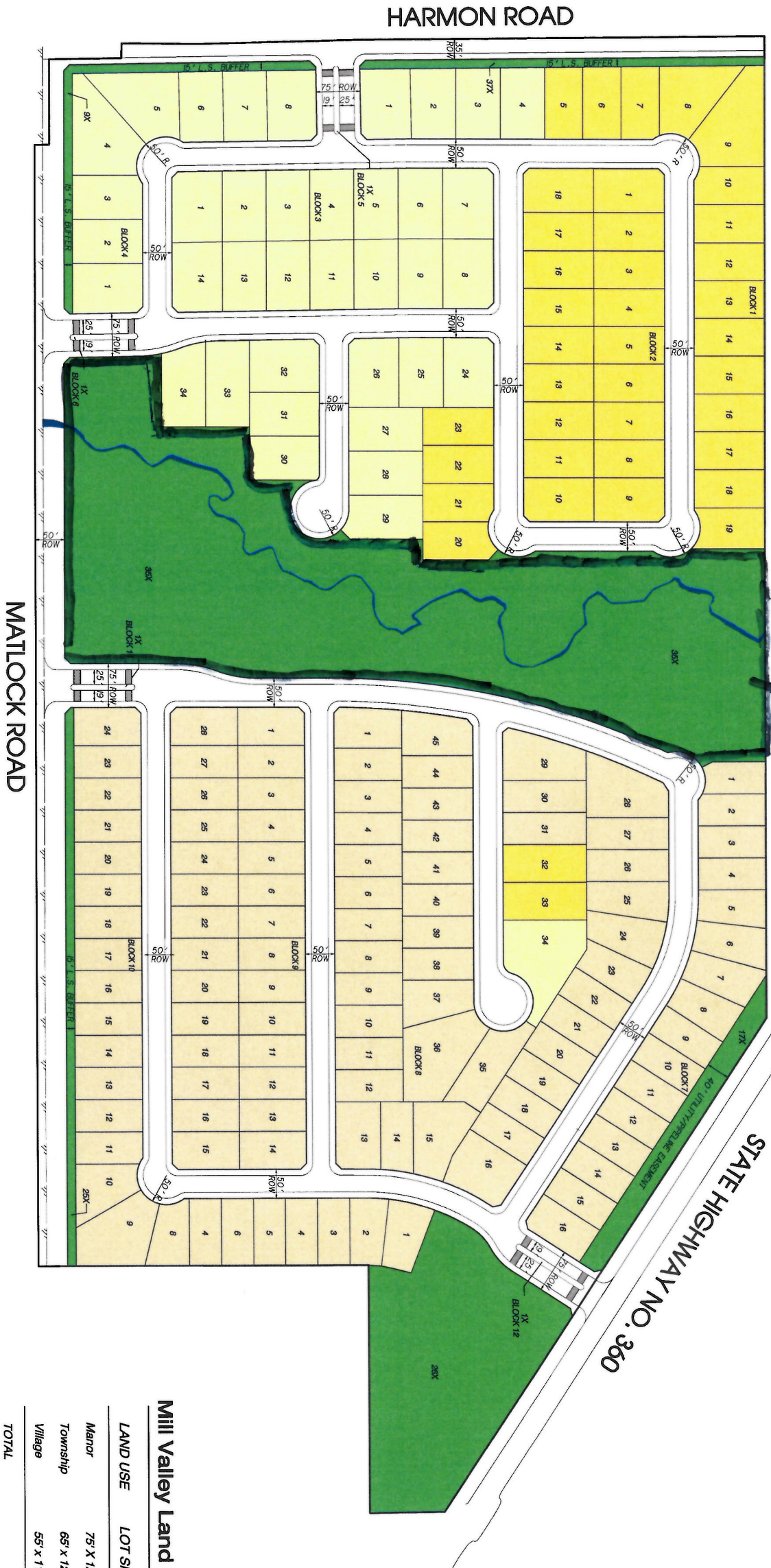
Please feel free to contact me for any additional information that you might need. We look forward to working with the Parks Department in creating an excellent public gathering and recreational area for the residents of this region.

Sincerely,
Goodwin and Marshall, Inc.



D. Matthew Goodwin, P.E.
DMG/jc

x/ 11.3 ACRES



Mill Valley Land Use Summary

LAND USE	LOT SIZE	LOTS	Lot Size %
Manor	75' X 120'	38	20.3%
Township	65' X 120'	39	20.9%
Village	55' X 115'	110	58.8%
TOTAL		187	100.0%
TOTAL OPEN SPACE ACREAGE		13.1	21.5%

GOODWIN & MARSHALL

CIVIL ENGINEERS ~ PLANNERS ~ SURVEYORS
2405 Mustang Drive, Grapevine, Texas 76051
(817) 329-4373



SCALE:
1" = 100'

EXHIBIT "C"
DEVELOPMENT PLAN
FOR

MILL VALLEY

City of Mansfield, Ellis & Johnson County, Texas
187 Lots
DECEMBER, 2016
Sheet 1 of 1

PJ ZONING CASE
NO. ZC#16-010

CONCEPTUAL OPEN SPACE MASTER PLAN



SCALE 1"=80'
AT 24"x36"

MILL VALLEY

CITY OF MANSFIELD, ELLIS & JOHNSON COUNTY, TEXAS

NOVEMBERV 2016



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 17-2193

Agenda Date: 2/16/2017

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Consideration Item

Agenda Number:

Title

Consideration and Possible Action Regarding a Proposed Change to the MPFDC Board Meeting Start Time

Requested Action

Consideration and Possible Action

Recommendation

Consideration and Possible Action

Prepared By

Matt Young, Director of Parks and Recreation

Matt.Young@mansfieldtexas.gov

817-804-5798