



Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, September 15, 2016

7:00 PM

City Hall Council Chambers

1. **CALL TO ORDER**

Harold Bell, President called the Regular Meeting to order at 7:03 p.m.

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

2. **APPROVAL OF MINUTES**

[16-2028](#)

Approval of Minutes - Regular Meeting - August 18, 2016

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

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

Nay: 0

Abstain: 0

3. **CASH FLOW STATEMENT**

[16-2029](#)

Cash Flow Statement as of August 31, 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 August was also provided. No action was taken.

Matt Young, Parks and Recreation Director, pointed out that Fieldhouse fees have been updated.

4. **CITIZENS COMMENTS**

None.

5. **DEPARTMENT UPDATES**

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[15-1462](#)

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

1) Matt told the Board that the Marketing position posting closed today. Interviews will begin soon. This position will become the liaison with City Hall's Communication and Marketing Department.

2) Matt also mentioned that staff would be attending a "Staff Retreat" Tuesday, September 20 at the Lodge at Lloyd Park in Grand Prairie. Preparations for a new strategic business plan and vision, mission, and goals will be discussed.

3) Matt stated that board appointments took place Monday, September 12 at the City Council meeting. A new Board member, Neal Shaw, will be joining the Mansfield Park Facilities Development Corporation (MPFDC). October 20 will be Neal's first meeting, barring any special meetings that become necessary.

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

[15-1463](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: The City of Mansfield along with Dallas Baptist University hosted the annual NCAA cross country meet September 3. Parks and Recreation, as well as Mansfield Convention & Visitors Bureau received many compliments regarding the facility. The Annual Kyle Lewis Baseball Tournament was also held last weekend at the Sports Complex. Opening season games for soccer began September 10.

2) Rose/Town/Allmon: Staff is preparing the wildflower area to sow native mixes, indian paintbrushes and bluebonnet seeds. The parks now have new adapted swings. Staff has also been busy repainting trail rule signs, performing light checks and replacing burned out lights. The addition of topsoil and seeding along erosion prone areas is proving to be successful.

3) Chandler Park: Mansfield Pee Wee Football Association (MPWFA) season is well underway. Allowing football to practice on the grass near the Colt Field has allowed the two game fields to recover and they are now in great shape.

4) Oliver Nature Park: The first leg of the new service trail has been constructed and is covered with decomposed granite. Hardwire electricity and a new timer have been installed for the front pond aerator. Additional fescue seed was added to the front pecan grove and watered in with the new temporary irrigation system.

5) Overall: It is pre-emergent herbicide time. Staff has been applying pre and post-emergent herbicides to battle king ranch bluestem as well as dallisgrass and crabgrass.

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

[15-1464](#)

Monthly Update on Current Programs & Services

1) Athletics:

- The next All Sports Association Meeting is Wednesday, October 12.
- Mansfield High School will be hosting its annual cross country meet Friday, October 7 at the Michael L. Skinner Sports Complex.

2) MAC Programming Update:

- Pickleball continues to grow in popularity.
 - Footgolf, a first time offered program, at Mansfield National has 8 participants.
 - Fall basketball league has 6 teams.
- 3) Oliver Nature Park:
- National Wildlife Federations: Mayors Monarch Pledge
 - a) A proclamation will be read at the September 26 City Council Meeting.
 - b) The MAC butterfly garden was installed September 8 and is a certified Monarch way station.
 - c) A butterfly garden was installed at Oliver Nature Park September 12 and is also a certified way station.
 - Little Naturalists, Homeschool Nature Class, and Kayaking programs are all doing well.
 - A new Painting at the Park class starts this Saturday.
- 4) Upcoming Special Events:
- The Senior Art Show took place this past weekend. Winning submissions are on display in the foyer of City Hall.
 - The Senior Picnic is on Friday, Sept. 30 at Town Park.
 - The Fire Department's Safety Palooza is October 1 at the MISD Center for the Performing Arts.
 - The Senior Health & Wellness Expo is Friday, October 14 at the MAC.
 - Night on the Town will take place October 15 at Katherine Rose Memorial Park.
 - The Heartland Cross Country meet will take place October 21 and 22 at the Michael L. Skinner Sports Complex.
 - Boo Bash is Friday, October 28 at the MAC.
 - The Police Department's Fall Fest is October 29 at Katherine Rose Memorial Park.
 - Hometown Holidays is December 2 with the parade on December 3.
- 5) General:
- 5k's continue to be very popular this fall at Katherine Rose Memorial Park.
 - The Winter brochure is in the works.
 - The Legacy High School tennis courts are now open to the public on Saturdays and Sundays from 8:15 a.m. to 8:00 p.m or sundown.

6. OLD BUSINESS

[15-1468](#)

Update; Mansfield Fieldhouse

James Fish, Sr. Park Planner, reported 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 second driveway is underway and should be poured in the next week or so. 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 29, including completion of the punch list items.

Sandra Hightower asked if there had been any extra security measures implemented

as a result of recent reports of theft and vandalism in the area.

James responded that police have increased visits through the project site. There have been a couple instances where batteries and fuel were stolen, but that no graffiti had taken place.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, reported the consultant continues work on the design development plans and is moving into the construction plan development stage. Staff has a meeting scheduled with the U.S. Army Corps of Engineers on August 19 to discuss the trail alignment through their property. Staff is working to schedule a meeting with representatives from the City of Grand Prairie to discuss the trail corridor through their city limits.

Harold Bell asked if James foresaw any potential issues working with Grand Prairie.

James responded that this is a challenging coordinated effort, but that staff will continue to work through any hurdles.

[15-1636](#)

Update; Existing Park Improvements for FY2015/2016 Previously Approved

James Fish, Sr. Park Planner, reported the fabric shade structures for Chandler Park are in production. Installation will begin at the end of the month. Concrete for the Sports Complex baseball storage entry is under way and will be complete by the end of the month.

Harold Bell asked how much was left of the appropriated funds for FY2016's existing park improvements list once this project was complete?

James stated that without including the signage project that is carrying over into FY2017, there would be approximately \$1600 of the adopted items.

Matt Young, Parks and Recreation Director, also stated that the appropriation showed to be exceeding because of FY2014/2015 roll over.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, reported that everyone is excited about this project. The project has been advertised and bids will be opened October 5. Staff is awaiting the final approval from the railroad, but plans are in permitting. The project should take approximately nine to twelve months for construction. Staff anticipates that a construction contract will be ready for MPFDC Board and City Council award in October.

Wayne Lee asked if there were any updates on the overall project price.

James stated that so far the estimate is still about \$3 million. However, an increase should be expected due to current industry labor costs.

[16-2040](#)

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner, reported staff received final contracts today and will be holding a pre-construction meeting with the contractor and design consultant to

organize submittals and the project schedule. Construction is currently scheduled to begin October 3 and the park will be closed to the public. There is a nine month estimate for project completion.

Matt Young, Parks and Recreation Director, asked if the closure included the tennis courts to which Chris stated yes.

Harold Bell, asked what the public will need to do to use the tennis courts at Legacy High School.

Andrew Binz, Recreation Superintendent, answered that Mansfield Activities Center (MAC) staff will be responsible for unlocking the Legacy courts on Saturday and Sunday. There will be open courts available between 8:15 a.m. and sundown on Saturdays and Sundays only. A bulletin board has been posted at the location and will notate any reservation or programming schedules. However, open courts will also be available on a first-come first-served basis. Reservations may be made at the MAC during regular business hours.

7. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:32 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: Saverig 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. Property #09-13-07
- d. Property #15-16-03

2. Possible Land Acquisition for Future Park Use

- a. Property #03-16-02
- b. Property #08-15-01

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.

8. **NEW BUSINESS**

[16-2036](#)

Consider Approval of the Proposed FY2016-2017 Existing Park Improvements Project List

James Fish, Sr. Park Planner, reported that as part of the FY 2016-2017 budget cycle, the MPFDC approved \$250,000 for existing park improvements. Staff reviewed the projects listed in the Facility Infrastructure Report, and compiled a list of the highest priority improvements for existing parks and facilities. The proposed project list includes:

*Park Monument Signage - Michael L. Skinner Sports Complex, McKnight Park East
Playground Improvements - Add swings at Donald Barg Park and Katherine Rose Memorial Park*

Mansfield Activities Center - Replace countertops, Provide alcove storage and adjustable basketball goals

Oliver Nature Park - Provide electricity to the back maintenance shop and pond

McKnight Park East - Provide concrete slab for batting cage construction

Magnolia Service Center - Add rock façade around building

Skinner Sports Complex - Supplemental funding for construction of a new restroom building

General park amenities - Replace grills, benches, picnic tables and bleachers

An estimate of each project cost was provided to the Board.

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

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

Nay: 0

Abstain: 0

[16-2039](#)

Consider Purchasing 0.262 Acres of Land Located at 106 E. Kimball Street in the Amount of \$18,000

A motion was made by Sides, 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; Dan Sides; Bob Kowalski and Dee Davey

Nay: 0

Abstain: 0

9. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened the Regular Meeting at 8:05 p.m.

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

None.

11. **INFORMATIONAL ITEMS**

None.

12. **BOARD ANNOUNCEMENTS**

Wayne Lee said, "I enjoyed Wurstfest."

Wendy Collini said, "Good luck, Dan. I have enjoyed working with you."

Sandra Hightower said, "I would like to echo Wendy's sentiment."

Dan Sides said, "It's been a privilege to serve. I will miss you all. I have loved coming to meetings. They have been a lot of fun. I will see you all at events."

Dan also told Neal Shaw, new member, that he was inheriting a great job and group of people to work with.

13. **ADJOURNMENT**

Harold Bell, President, adjourned the Regular Meeting at 8:24 p.m.

Harold Bell, President

ATTEST:

Bernadette McCranie, Administrative Assistant
Parks and Recreation