



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, November 15, 2018

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the regular meeting to order at 6:00 p.m.

Absent 1 - Bob Kowalski

Present 7 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:00 p.m.

A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.017**

1. Seek Advice of City Attorney Regarding Potential Partnership with Mansfield Area Tennis Association

B. **Discussion Regarding Possible Purchase, Exchange, Lease or Value of Real Property Pursuant to Section 551.072**

1. Land Acquisition for Future Development

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 6:56 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[18-2962](#)

Approval of Meeting Minutes - October 18, 2018

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; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

Nay: 0

Absent: 1 - Bob Kowalski

Abstain: 0

6. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Parks and Recreation Director, provided the Board with program and project updates. Matt informed the Board that, pending Board approval, the contracts that will be discussed tonight will be on the November 26th City Council agenda. Matt also provided the Board with the most recent Sales Tax report stating that it is up about 14% from last year. Matt also informed the Board that he is working on a new financial report format for future Board reporting.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: MYBA held a tournament last weekend at Big League Dreams and played several scheduled games that were makeup games due to rain at the Skinner Sports Complex. Soccer still needs several weeks of play to also make up for rained out games. Other than just regular scheduled maintenance, staff is trying to let the associations finish out their seasons.

2) Oliver Nature Park: Staff has mainly been performing cleanup duties after all of the frequent rains. In addition, they continued working on the flowerbeds in front, replaced additional broken boards on the boardwalk and installed the third memorial bench by the front pond.

3) Chandler: Staff had to replace the changing stations again due to vandalism. Also, football will need the fields for practice another few weeks. The tennis wind screens were also repaired several times due to wind damage.

4) Rose/Town/Linear Trail: At Rose and Town, the main focus has been on storm cleanup, cleaning trails, and pruning low hanging limbs. Rose Park was under water multiple times this month. The new mirrors were installed at the restrooms at Rose. At Town, staff also replaced partition doors and faucets at the restroom building. At Pond Branch, staff removed some vertical square tubing and some railing on the trail near C & S and under Broad Street to assist with some drainage issues.

5) Overall: Fire ants and rescue grass have really flourished with all the rain and cooler temperatures. Staff has started the annual city building and downtown holiday decorations, lights and Christmas tree installations this week. We will continue to put up lights, decorations, and assemble the City Hall trees in preparation for Hometown Holidays November 30th and December 1st.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Athletics:

- Next All Sports Meeting is January 9, 2019.
- Sparky Burt is the new MGSA President.

2. Programs and Events:

- MAC Programing Update:
 - Today is Discount Day for Winter programs.
 - 1) 10% off in person
 - 2) 15% off on line
 - MAC Halloween Party Boo Bash was October 26th. 592 Participants
 - Kids Zone next Monday – Wednesday (~15 kids each day)
- Oliver Nature Park:
 - Fossil Finders, Texas Predator Hike, Paleontology, Nature Crafts next week.
 - Archery program starts in late December.
- Special Events:
 - Seniors Veterans Day Breakfast was Monday, November 12th (~60 participants)
 - Seniors Thanksgiving Dinner is tomorrow.
 - Hometown Holidays
 - 1. Tree lighting - Friday, November 30th
 - 2. Parade - Saturday, December 1st

7. **CITIZENS COMMENTS**

None.

8. **OLD BUSINESS**

[18-2703](#)

Update: Parks Administration Building

James Fish, Sr. Park Planner, informed the Board that the building interior has been painted, security system installed, and the roofing, masonry and mill work has been completed. The permanent power is expected to be ready in mid-November, which will allow the building to dry out and begin installation of the flooring. Furniture procurement is in the works and staff is getting excited. Construction is expected to be completed in December with the potential move-in scheduled for late January or early February 2019.

[17-2412](#)

Update: Dog Park

Chris Ray, Park Planner, informed the Board that construction plans are proceeding at a rapid pace and expect final review in December. Staff is coordinating this project with the restoration of the Man House project managed under the direction of the Planning Department. Those plans are just getting underway and that project timeline has yet to

be finalized. The dog park project will be ready to go in conjunction with that project for a completion time frame as directed by City Council.

Chris Osburn asked if we would be using natural grass or turf. Chris stated that we will be using natural grass.

[18-2921](#)

FY2019 Department Workplan Update

Matt Young, Parks and Recreation Director, presented the Board with the FY2019 Department Workplan. The workplan will include information regarding project priorities and timelines. Matt informed the Board that workplan updates will be provided quarterly.

9. NEW BUSINESS

[18-2964](#)

Consider Approving a Construction Contract With Ratliff Hardscape of Lewisville, Texas in the Amount of \$2,135,002.96 for Construction of Phase 2B of the Walnut Creek Linear Park Trail.

-Harold Bell, President, asked where Phase 2B goes and if it will have bridges. Chris Ray, Park Planner, stated that Phase 2B goes from Oliver Nature Park to SH 360 and will have four bridges.

A motion was made by Cadenhead, seconded by Collini, that this matter be Approved . The motion CARRIED by the following vote:

Aye: 7 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

Nay: 0

Absent: 1 - Bob Kowalski

Abstain: 0

[18-2965](#)

Consider Approving a BuyBoard Contract With iOffice of Decatur, Texas in an Amount Not to Exceed \$89,500 for the Purchase and Installation of Furniture for the Parks Administration Building

A motion was made by Scot Bowman, seconded by Dee Davey, that this matter be Approved. The motion CARRIED by the following vote:

Aye: 7 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

Nay: 0

Absent: 1 - Bob Kowalski

Abstain: 0

[18-2966](#)

Consider Approving a BuyBoard Contact with Ponder Company, Inc. of Dallas, Texas in the Amount of \$75,710 for Replacement of the Gymnasium Floor at the Mansfield Activities Center

-Chris Osburn asked if there is a warranty for the flooring. Andrew Binz stated that there is a 20 year warranty.

A motion was made by Wendy Collini, seconded by Chris Osburn, that this matter be Approved. The motion CARRIED by the following vote:

Aye: 7 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

Nay: 0

Absent: 1 - Bob Kowalski

Abstain: 0

[18-2971](#)

Cancellation of December 2018 Regular MPFDC Meeting

A motion was made by Davey, seconded by Board Member Shaw, that this matter be Approved . The motion CARRIED by the following vote:

Aye: 7 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

Nay: 0

Absent: 1 - Bob Kowalski

Abstain: 0

10. BOARD ANNOUNCEMENTS

-Lindsay Cadenhead and Scot Bowman stated that the Veterans Breakfast was a great event.

-Dee Davey stated she was impressed with the turnout at R.L. Anderson Stadium for the Veterans Parade event.

-Scot Bowman would like to thank staff for the work on the trail.

11. INFORMATIONAL ITEMS

None.

12. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:44 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation