



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, October 20, 2016

7:00 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

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

**Absent** 2 - Wayne Lee and Dee Davey

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

#### 2. RECESS INTO EXECUTIVE SESSION

*Harold Bell, President, recessed the Regular Meeting into Executive Session at 7:03 p.m.*

##### A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

1. Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14: 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 #08-15-01

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

##### C. **Personnel Matters Pursuant to Section 551.074**

##### D. **Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087.**

3. **RECONVENE INTO REGULAR SESSION**

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

**Absent** 1 - Wayne Lee

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

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

*None.*

5. **APPROVAL OF MINUTES**

[16-2065](#)

Approval of Minutes - Regular Meeting - September 15, 2016

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

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

**Nay:** 0

**Absent:** 1 - Wayne Lee

**Abstain:** 0

6. **CASH FLOW STATEMENT**

[16-2069](#)

Cash Flow Statement as of September 30, 2016

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

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

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

7. **CITIZENS COMMENTS**

*None.*

8. **DEPARTMENT UPDATES**

**DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)**

[16-2066](#)

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

- 1) *Matt told the Board there is an item regarding the proposed Sports Complex restroom facility on the City Council agenda for October 24 should the Board take action tonight.*
- 2) *Matt also mentioned that Bernie would be backfilling Nancy Cardinale's position in the City Managers' Office with her upcoming retirement. So a job posting for the Parks Administrative Assistant will be posted soon to backfill Bernie's vacancy.*

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

- 1) *Sports Complex: Contractors recently re-striped all fire lanes at the baseball and soccer complex parking lots. Staff has also been painting all field lines in pink for recognition of Breast Cancer Awareness Month at the request of Mansfield Youth Baseball Association (MYBA) and Mansfield Soccer Association (MSA).*
- 2) *Rose/Town/Allmon: The Allmons and Philip Thompson soccer fields were overseeded with a turf type ryegrass blend. High definition security cameras were added to the Magnolia operations shop. Staff met with Mansfield Independent School District (MISD) representatives to begin demolition of existing buildings and construction of the new boundary fence. Cameras were also installed under the HWY 157 bridge at Town Park.*
- 3) *Chandler Park: Staff overseeded the football fields with ryegrass last week in order to help save the turf from foot traffic during the winter. The football field lines have also been painted pink for the month of October. All 10 shade structures over the football field bleachers have been installed. Construction at the Colt Field area for Phase II is well underway.*
- 4) *Oliver Nature Park: Staff met with electrical contractors to begin the process of running underground electricity to the back maintenance shop, pond and future nature center location.*
- 5) *Overall: Staff is busy with activities at all locations. The National Collegiate Athletic Association (NCAA) Heartland Cross Country competition is scheduled for this Saturday at the Sports Complex. MSA has a tournament scheduled for October 29. Staff will also be assisting with the Fall Festival sponsored by the Police Department at Katherine Rose Memorial Park on October 29.*

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

[16-2068](#)

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

1) Athletics:

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

2) Program Updates:

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

3) General:

- The Winter brochure is at the printer.
- The Quarterly Report was distributed to the Board.

9. **OLD BUSINESS**

[15-1468](#)

Update; Mansfield Fieldhouse

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

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

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

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

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

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

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

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

*James confirmed that this is an item being worked through.*

[16-2070](#)

Update; Existing Park Improvements for FY2016-2017 Previously Approved

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

[14-1139](#)

Update; Pond Branch Linear Park

*No update.*

[16-2040](#)

Update; Chandler Park Phase II Construction

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

**10. NEW BUSINESS**

[16-2038](#)

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

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

*\$50,000 from MYBA for a total of \$266,300.*

*Harold Bell asked if the MYBA funding is absolute.*

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

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

*James responded that Council was uncomfortable with the price.*

*Harold asked if we have worked with Morales Construction before.*

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

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

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

**Nay:** 0

**Absent:** 1 - Wayne Lee

**Abstain:** 0

[16-2072](#)

Mansfield Park Facilities Development Corporation (MPFDC) Officer Elections

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

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

**Nay:** 0

**Absent:** 1 - Wayne Lee

**Abstain:** 0

**11. INFORMATIONAL ITEMS**

*None.*

**12. BOARD ANNOUNCEMENTS**

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

*Sandra Hightower stated she had seen a "very nice advertisement" about Mansfield at*

*the movies over the weekend. She said, "It's great marketing."*

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

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

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

**13. ADJOURNMENT**

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

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Harold Bell, President

ATTEST:

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Bernadette McCranie, Administrative Assistant  
Parks and Recreation