



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Monday, July 17, 2017

6:00 PM

City Hall Multipurpose Room

SPECIAL MEETING

1. CALL TO ORDER

Wendy Collini, Vice President, called the Special Meeting to order at 6:01 p.m.

Absent 2 - Harold Bell and Wayne Lee

Present 5 - Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey and Neal Shaw

2. RECESS INTO EXECUTIVE SESSION

Wendy Collini, Vice President, recessed into Executive Session at 6:02 p.m.

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

Absent 1 - Harold Bell

Present 6 - Wendy Collini; Sandra Hightower; Wayne Lee; Bob Kowalski; Dee Davey and Neal Shaw

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

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

1. Possible Linear Park Expansion

Property #12-15-01

Property #03-14-05

2. Future Park Use

Property # 09-13-07

3. RECONVENE INTO REGULAR SESSION

Wendy Collini, Vice President, reconvened into Regular Session at 7:31 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

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 Young, Parks and Recreation Director, provided the Board with a monthly update and quarterly report. A corresponding staff report was also provided for Board members with updated project schedules.

2) Matt informed the Board that there will be an RFP subcommittee meeting to discuss submittals for Downtown Development Proposal.

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 begun working on offseason athletic projects this month. At the baseball complex, one contractor will be pouring concrete slabs and installing rubber mats at the entrances to all 9 dugouts. Also a different contractor will be installing new sod to the warm up areas of all 9 fields. The soccer complex has had some goal mouths re-sodded.

2) Philip Thompson: Staff aerated and applied dairy compost to the fields. We plan to treat for weeds on Wednesday.

3) Chandler: Both football fields have been treated with Tribute herbicide to transition out the winter rye and other weeds. The Bermuda has been aerated and fertilized. Staff will install the new football goals and stripe the fields this week.

4) Rose/Town/Allmons: Staff has been busy power washing and painting amenities in the parks. Several pavilions, signs, and mutt mitt dispensers are on the schedule for repainting. Staff also repainted the low water area flood gates and bollards and installed a new aggregate water fountain at Town Park.

5) Oliver Nature Park: Staff recently added a stained fence enclosure next to the front shop to allow for an additional ATV to be stored so staff can limit large vehicle traffic to the back shop. Also staff continues to mow, edge and weedeat flower beds, trail and the Jay Property.

The purchase order has been sent to Oncor and staff is awaiting a start date for the electricity to be installed to the back shop.

6) Overall: Large pavilion rentals and 5K's continue to be steady. Athletic field staff will try to accomplish as much as possible during the short off season.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1) *Athletics:*

- *Next All Sports Meeting is July 19th at 6:00 pm at the MAC.*

2) *Programs and Events:*

- *MAC Programming Update*

a) Track and Field Team had 8 athletes qualify for the State Meet in McAllen, Texas on the weekend.

- *Special Events:*

- a) The Kids Triathlon had 138 participants.*
- b) The Rock'n 4th of July had about 10,000 participants.*
- c) The Music Alley Festival is scheduled for September 9th.*
- d) The Senior Art Show is scheduled for September 13th.*
- e) The Senior Picnic at Town Park is scheduled for September 15th.*
- f) The Family Campout is scheduled for September 30th.*
- g) The Senior Health and Wellness Expo is scheduled for October 13th.*

- *General:*

- a) We have the Mansfield Legacy High School Tennis courts for the fall on weekends and school holidays.*
- b) The Board was presented with the 3rd Quarter Report along with evaluations included.*
- c) The Fall Brochure is at the printers.*

6. **CITIZENS COMMENTS**

None.

7. **OLD BUSINESS**

[16-2070](#)

Update; FY2016-2017 Existing Park Improvements

James Fish, Sr. Park Planner, informed the Board that construction of the additional swing set bay for Donald Barg Park and Katherine Rose Memorial Park are complete. Construction for the new park entryway sign at McKnight Park East is complete as of yesterday. The electric service for Oliver Nature Park is complete and Oncor is performing the service installation. We are awaiting their schedule for installation. Staff is currently getting quotes for the tile replacement at the MAC. Concrete repair at the MAC may be initiated through the project cost savings.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, informed the Board that construction is ongoing and is well underway south of Broad Street and connecting to Kimball Street. The sewer relocation has begun as well as construction of the Broad Street trail sign. Trail clearing for the section north of Broad Street has also begun. Project is currently ahead of scheduled January 2018 completion date. Broad Street is now completely open and bridge work will start next month.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, informed the Board that construction documents are being reviewed by the Corps of Engineers. The project is on schedule for bidding in

fall 2017.

Wayne Lee asked if what James received connects to Oliver Nature Park. James stated that this is the major middle section starting at the Oliver Nature Park Ragland branch.

Peter Phillis asked if we have secured all of the property. James stated that we have.

16-2040

Update; Chandler Park Phase II Construction

Chris Ray, Park Planner, informed the Board that rock work is finishing up on all park amenities and both playgrounds are completed. 90% of the irrigation is completed and planting has been scheduled. Staff continues bi-weekly meetings with the contractor and design consultant to discuss scheduling, construction implementation, and park amenities. Construction is anticipated to be complete within the first week August with the exception of the tennis court resurfacing. Staff is currently discussing dates/times for the grand opening.

Wayne Lee asked if the contractor is behind schedule. Chris stated that an unmarked gas line prompted the shifting of pad and resurfacing of tennis courts.

17-2227

Update; StarCenter

No Update.

WORK SESSION

A. Discussion; MPFDC FY2017-2018 Budget

Matt Young, Parks and Recreation Director, informed the Board that updated figures with slight revenue increases in FY2016-2017 have been included in the presentation of the MPFDC FY2017-2018 Proposed Budget. Matt also informed the Board that Capital focused on the top six priorities. Matt would like to propose the purchase of these six capital items with savings from this year's budget and take the \$17,000 shortage from Operating Expenditures since operating expenses are under budget. A draft of the Public Hearing document, along with the proposed FY2017-2018 Budget, FY2016-2017 and FY2017-2018 Capital Equipment Requests were provided to the Board.

Neal Shaw would like to participate in the Asset Management System evaluation and provide feedback since he has experience with this product.

Wendy Collini asked why the expenditures from FY2016-2017 and FY2017-2018 are so different in the Sports Complex and Rose/Town orgs. Matt stated that the difference reflects a redistribution of expenses into the appropriate orgs based on resource usage.

Shelly Lanners, Deputy City Manager, asked if we would like to purchase priorities 1 through 6 with the FY2016-2017 funds. Matt stated that we would like to purchase the proposed capital priorities 1 through 6 with FY2016-2017 funds. Shelly also asked if priorities 7 through 11 would be purchased in FY2018. Matt stated that they would be purchased with FY2018 funds on a case by case basis. Matt stated that

mainly priorities 7 and 8 would be purchased with FY2018 funds and we would return to the Board for approval on any other items.

B. Discussion; MPFDC 10-Year Strategic Business Plan

Matt Young, Parks and Recreation Director, presented the Board with an updated copy of the MPFDC 10-year Strategic Plan with current projections for FY2017-2018. Revenue streams remain the same as previously presented, \$3.8 million StarCenter change order figures have been updated and reflected. Expenditures are less than previously reported in Administration. Debt Service also remains the same as previously presented. Matt also informed the Board that he is working on Ridge Trace appraisals. Lot purchases will not be made this year and will be rolled over to FY2017-2018. McKnight East Improvements have been added and will be covered by project savings achieved. Matt also informed the Board that we are currently working on a few possible locations for a Dog Park. There will be an update on location progress at a future meeting. Matt also provided additional updates on the remaining projects including Walnut Creek Linear Trail, Pond Branch Linear Trail, and Skinner Sports Complex Improvements. Matt also informed the Board that The additional two tennis courts are estimated at \$300,000 with the Mansfield Area Tennis Association committed to raising \$75,000 towards this project.

Sandra Hightower asked if the Dog Park can be in a flood plain. Matt stated that hopefully he will have properties available next month along with pros and cons.

Neal Shaw asked what is the likelihood that the Dog Park will be completed in FY2017-2018. Matt replied that its completion is very likely. Neal also asked how difficult it is to modify the strategic plan. Matt stated that it is not difficult at all, it is reviewed every year.

8. BOARD ANNOUNCEMENTS

Dee Davey informed the Board that the story regarding the Barg Park swings was discussed by her pastor.

Matt Young informed the Board that Channel 5 picked up the Barg Park story and will air tomorrow.

Neal Shaw informed the Board that 410 teams or about 15,000 people were brought to the area during the USSSA World Series. He also stated that he would like to recognize the the great work Toby and his staff did during this tournament. This shows the importance of continuing improvements and staying competitive at the Sports Complex.

9. INFORMATIONAL ITEMS

10. ADJOURNMENT

Wendy Collini, Vice President, adjourned the Special Meeting at 8:52 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation