



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, September 21, 2017

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 6:10 p.m.

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

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:12 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
2. Seek Advice of City Attorney Regarding Potential Sponsorship with Methodist Mansfield Medical Center

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
 - a. Property # 09-13-07
 - b. Property # 09-17-01

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 7:05 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

Approved.

Absent 1 - Neal Shaw

Present 6 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Bob Kowalski and Dee Davey

[17-2479](#)

Approval of Meeting Minutes - Regular Meeting - August 17, 2017

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

Aye: 6 - Harold Bell; Wendy Collini; Sandra Hightower; Wayne Lee; Bob Kowalski and Dee Davey

Nay: 0

Absent: 1 - Neal Shaw

Abstain: 0

6. CASH FLOW STATEMENT

[17-2480](#)

Cash Flow Statement - August 31, 2017

Cash Flow was distributed to Board members at the meeting with revised numbers (copy on file in the Parks and Recreation Director's Office). A month-to-month sales tax comparison through August was also made available.

Matt Young, Parks and Recreation Director, informed the Board that Sales Tax is up 12% month-to-month from last year and up 5% for the year. Matt also informed the Board that there is an increase in revenue of \$259,000 and an expense decrease of \$165,000. Matt stated that StarCenter payments are moving along.

7. 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, introduced our Fall intern, Nicolette Ricciuti. Matt also informed the Board of the upcoming Memorial Plaza Dedication which will be held on Monday, September 25th at 4:00 p.m. before the scheduled City Council meeting. Matt also provided the Board with an update on the North Main Trail project.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: Staff received delivery of the new replacement tractor this week. Staff began application of pre-emergent herbicide and fertilizer on soccer, baseball, and Chandler football fields. Staff regraded cut out infield lips and added infield clay to

field #4 at baseball.

2) Philip Thompson: Staff is preparing to overseed the practice soccer fields with a Ryegrass blend and fertilize through the winter.

3) Chandler: Staff continues to operate the spray ground from 10 a.m. to 2 p.m. during the week until October 1st. Staff also continues adding signage and finishing up some detail items at the new phase of the park.

4) Rose/Town/Allmons: Security cameras have been upgraded to high definition on the large pavilion. New grills have been delivered and will be installed in Town Park. In Rose Park, new benches have arrived and will be installed to replace aging ones and new LED lights were installed under the large pavilion. New linear trail signage has been ordered for replacements.

5) Oliver Nature Park: Oncor has installed the transformer and underground wiring. Copper Maze will be wiring the back shop and running wiring to the well and aerator at the back pond.

6) Overall: Staff is mowing the wildflower areas for the last time before fall. We desperately need some rain to make a wildflower crop.

-Harold Bell, President, asked if Chandler Park is closing at 2:00 p.m.

-Toby replied that only the spray ground closes at 2:00 p.m. on weekdays through October 1st.

Matt Young, Parks and Recreation Director, will address additional site issues in the Chandler Park update.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1) Athletics:

- MISD Cross Country Meet is this Friday, September 22nd at the Sports Complex.
- Next All Sports Association meeting is Wednesday, October 11th at the MAC.

2) Programs and Events:

- MAC Programming Update
 - a) Senior Day was held on August 18th with over 300 participants registered.
 - b) Senior Art Show was held on September 13th.
 - c) Senior Picnic at Town Park was held on September 15th.
 - d) Senior Health and Wellness Expo is scheduled for October 13th.
 - e) New tile is being installed.
 - f) Concrete work at the entrances is complete.
- Oliver Nature Park
 - a) The Family Campout is scheduled for September 30th.

- Special Events:

- a) *The Music Alley Festival was held on September 9th.*
- b) *Night Out on the Town is scheduled for October 7th at Rose Park.*

3) *General:*

- *Currently working on the Winter brochure.*
- *There are 5k's scheduled at Rose Park every Saturday until Thanksgiving.*

8. **CITIZENS COMMENTS**

None.

9. **OLD BUSINESS**

[16-2070](#)

Update; FY2016-2017 Existing Park Improvements

James Fish, Sr. Park Planner, informed the Board that work has begun on the new tile and the exterior concrete repair at the Mansfield Activities Center. These two items will completely finish out the 2016/17 Existing Park Improvements.

[14-1139](#)

Update; Pond Branch Linear Park

James Fish, Sr. Park Planner, informed the Board that the pedestrian bridge has been installed on Kimball Street and connections to the trail and street are underway. The area south of Broad street is effectively 95% complete. Trail work continues in the area between Broad and Elm Streets. They have run into some issues requiring retaining wall adjustments due to unconsolidated fill conditions. A change order is required due to these adjustments. The new completion date of the project has been pushed to January 2018.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

James Fish, Sr. Park Planner, informed the Board that the parks staff plan review is complete and waiting for approval by the Corp of Engineers. Staff will be finalizing the schedule for bidding the project and doing internal city reviews for comments. James also informed the Board that the Corps of Engineers has requested additional documentation which shows progress. James also stated that he is working with the City of Grand Prairie for the Joe Pool Recreational Area section.

-Harold Bell, President, asked when we take over Britton. James and Matt stated that the City of Grand Prairie is reluctant to give up Britton but are frustrated with the Corps since improvements are not being allowed.

[16-2040](#)

Update; Chandler Park Phase II Construction

Matt Young, Parks and Recreation Director, provided the Board with an update on Chandler Park. Matt informed the Board that the park is a huge success and it is heavily used. Matt also stated that a staff member is in the works for Chandler Park. Matt also discussed some of the challenges that have surfaced such as visitors swimming in the pond, dogs in the splash pad, and misuse of facilities and equipment. In addition, Matt addressed changes to the splash pad hours after receiving requests for access to the splash pad during weekdays. Matt also discussed some additional amenities such as additional water fountains with dog bowls and changes to the mulch

area in order to avoid damage to splash pad components. Barrier options are also being considered.

[17-2412](#)

Update; Dog Park

Matt Young, Parks and Recreation Director, informed the Board that site evaluations are still ongoing and will be ready next month. The Man Property looks to be the strongest site so far, but staff is evaluating multiple sites.

10. NEW BUSINESS

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

[17-2478](#)

Update; FY2017-2018 Existing Park Improvements

James Fish and Matt Young presented the Board with an FY2017-2018 Existing Park Improvements Project List for the approved budget amount of \$250,000. The Board was also informed that this year's improvements reflect only about 5% of necessary improvements within the park system and an asset management system would be very helpful in capturing these needs.

FY2017-2018 Existing Park Improvements

<i>Oliver Nature Park</i>	<i>\$80,000</i>
<i>Playground Improvements</i>	<i>\$75,000</i>
<i>Mansfield Activity Center</i>	<i>\$30,000</i>
<i>Park Amenities</i>	<i>\$25,000</i>
<i>Hardy Allmon</i>	<i>\$20,000</i>
<i>Chandler Park</i>	<i>\$15,000</i>
<i>Park Signage</i>	<i>\$5,000</i>

Total *\$250,000*

A motion was made by Wayne Lee, seconded by Bob Kowalski, that this matter be Approved. The motion CARRIED by the following vote:

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

Nay: 0

Abstain: 0

[17-2500](#)

National Fitness Campaign

Matt Young, Parks and Recreation Director, informed the Board of the National Fitness Campaign initiative and asked for feedback and input. The National Fitness Campaign would provide an open air fitness court that would offer "innovative seven

minute training routines to provide full body workouts for adults of all ages". The campaign would require a city share of an estimated \$115,000 for pre-construction, site work, and land with NFC providing \$10,000 and app support for a total project estimate of \$125,000. The site would be city owned and maintained as would be the fitness equipment. The City of Grapevine will be in the first phase of facilities in Texas. Matt informed the Board that should they be interested in this project, it would have to be included in next year's budget since our budget cycle just concluded. Matt also stated that Rose, Town, and McKnight East could be possible sites for this project if interested. There would also have to be Boot Camp group consideration to keep them from overtaking the site.

Dee Davey asked how this court is operated or protected. Matt replied that it would be open access, not monitored.

Sandra Hightower would like to contact cities that already have these structures in place to see how well they work. Sandra also inquired about extended sun exposure. Matt informed her that the estimate would have to increase to provide shade for longevity. Matt also informed the Board that the Grapevine site would be installed in November and proposed a site visit and monitoring their program to see if it would be a good fit for Mansfield.

Neal Shaw asked if this is something we could do ourselves. Matt stated that the program would provide app support under their proposed plan but we could do it ourselves and try to tie it to an existing free app program.

Bob Kowalski is onboard with monitoring Grapevine's progress.

11. BOARD ANNOUNCEMENTS

-Wayne Lee, Treasurer, will be transitioning to the Building Standards and Appeals Committee after 12 years of service. His service is greatly appreciated.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 8:23 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation

