



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, January 17, 2019

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.

Present 8 - Harold Bell; Wendy Collini; Bob Kowalski; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:01 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 Partnership with Mansfield Area Tennis Association

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

1. Possible Linear Park Expansion
2. Future Park Use
 - Property # 11-16-07
 - Property # 09-18-01
 - Property # 01-19-01
 - Property # 10-18-01

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into regular session at 8:28 p.m.

Absent 1 - Bob Kowalski

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

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. **APPROVAL OF MINUTES**

[19-3016](#)

Approval of Meeting Minutes - November 15, 2018

A motion was made by Cadenhead, 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. **CASH FLOW STATEMENT**

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 December.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 10% for the month over last year and up about 13% year to year. Revenue continues to be above budget projections and expenditures continue below projections. New format and cost break-outs for the Cash Flow Statement were also discussed.

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, provided the Board with program and project updates. Matt also presented the Board with the quarterly report and discussed upcoming revisions in the next quarterly report that will provide Year-to-Date dashboards for the financial reports, as well as additional project information. Matt informed the Board that there will be a Master Plan Update item on the January 28th City Council agenda. Matt also informed the Board that the City of Mansfield will be hosting the next DFW Director's Meeting on January 25th at the StarCenter. The Board was also invited to be in attendance. The Board was also informed that the next Texas Amateur Athletic Federation (TAAF) Region 4 Meeting is scheduled for February 13th.

-Quarterly Report

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

- 1) *Sports Complex: During the off season, staff has re-cut the baselines at the baseball complex and cut sod at the infield line to add additional base hardware to allow additional age groups to play on the fields. Also, infield conditioner is being added to the fields and the pitchers mounds will be rebuilt before the first games on March 1st.*
- 2) *Oliver Nature Park: A leak that developed under the concrete near the restrooms has been repaired. Staff will have a contractor re-pour the concrete soon. Several boards on the boardwalk and fishing pier were replaced. 60 yards of decomposed granite has been added to replenish the trail surface and a vibratory roller was used after the rains to compact it. The Texas Parks and Wildlife Department stocked the front and back ponds with trout as part of their annual winter stocking program.*
- 3) *Chandler: Staff replaced several soap and toilet paper dispensers that were damaged as well as cleaned up graffiti in the main pavilion near the splash pad. Trout were also stocked in the Chandler pond by Texas Parks and Wildlife. The flower beds were trimmed back for the winter and pansies were added. Staff ordered replacement parts and rebuild kits for the splash pad (valves, gaskets, and tubing) to have on hand for next season as well as getting quotes for a larger chlorine tank and a different acid refill system.*
- 4) *Rose/Town/Linear Trail: Trout were stocked at the Rose pond. Staff is attempting to regrade some of the areas around the playground and add ryegrass and fescue seed to try and eliminate some of the standing water on the sidewalk. Also, two water leaks were repaired near the restroom that were causing some standing water issues. Two light fixtures and an electronic eye that controls the lights in the park were replaced due to flood damage. In addition, a contractor working for the City needs three more light poles to have the park trail lights all converted to LED fixtures. On the Pond Branch Trail, staff removed 25 feet of railing and removed part of the rock base to help eliminate the constant flood debris from collecting on the fence and trail. Staff also plans to add additional permanent trash cans to the church parking lot and the parking lot by the trail.*
- 5) *Overall: Because of the rain, winter weeds in the medians and parks are plentiful. Staff will begin to spray and next month start applying pre-emergent to combat warm season weeds. All of the athletic seasons will also begin next month and staff will continue to prepare the facilities for play.*

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. *Athletics:*
 - *Next All Sports Meeting is April 10, 2019.*
 - *Spring 2019 agreements are in the signature process.*
2. *Programs and Events:*

- *MAC Programing Update:*
 - *Gym Project starts in February and should be done by the end of the month.*
 - 1) *Walls, soundboards, and HVAC ducts are being painted*
 - 2) *Removing the current gym floor and bleachers.*
 - 3) *New gym flooring-Pulastic Pro 110 will be installed.*
 - 4) *New movable bleachers and some new wall mats.*
 - *Spring Break Activities - flyer provided*
 - 1) *Kids Zone Monday through Friday.*
 - *Spring Slam Pickleball Tournament will be March 15th-17th at FieldhouseUSA*
 - 1) *Nearing 200 registrations and anticipating over 300 participants.*
- *Oliver Nature Park:*
 - *Archery program has started with a good response.*
 - 1) *Monday program has 22 participants.*
 - *Stargazing is scheduled for January 19th.*
 - *Spring Field Trip requests are coming in.*
- *Special Events:*
 - *Snowman Run was held last Saturday at Rose Park.*
 - 1) *~160 participants*
 - *Run with Heart is scheduled for January 26th.*
- *General:*
 - *The Spring brochure is currently at the printers.*

8. CITIZENS COMMENTS

None.

9. OLD BUSINESS

[18-2703](#)

Update: Parks Administration Building

James Fish, Sr. Park Planner, informed the Board that the building project is 100% complete with substantial completion issued for the building on Monday January 14th. Punch list items are underway. The fiber project has been redirected with a series of overhead and underground sections and is expected to be completed once Oncor Electric completes the make ready on the poles for hanging the fiber optic cable. The landscape irrigation is complete, with Park Operations staff assisting with the landscape plant material procurement and planting. Furniture is scheduled for delivery by the end of January and the anticipated occupancy is to be determined upon the completion of the fiber project for data, internet and communication connectivity with the City Network.

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, informed the Board that on January 7, 2019 staff held a pre-construction meeting with the contractor to kick off the construction project. A notice to proceed for January 10th was given to officially start the construction timeline. The schedule was finalized with benchmark dates, bi-weekly meetings, and

site access areas. Due to the current weather, most of the early month's work will be mobilization, erosion control, and understory vegetation clearing. Excavation is scheduled to begin in February. Phase 2B of the trail system begins on the eastern edge of Elmer W. Oliver Nature Park and extends approximately one mile to the east through Philip Thompson Soccer Complex and terminating at SH-360. No disruption is expected at Oliver Nature Park during the early stages of construction. Crews will begin in the Philip Thompson area and work west towards the Nature Park.

[17-2412](#)

Update: Dog Park

Chris Ray, Park Planner, informed the Board that staff is reviewing the 95% construction documents to finalize plans. There is a meeting scheduled to discuss lighting and timeline of construction. Staff has been coordinating the Dog Park project with the Man House restoration project that is managed under the Planning Department. A concept has been presented and the Planning Department is finalizing a contract for construction documents and scope of design work. The dog park project will be ready to go in conjunction with that project for a completion time frame as directed by City Council.

Harold Bell, President, asked what is the timeline for beginning the project. Matt Young, Parks and Recreation Director, stated that we are waiting on the Man House process to get going.

Chris Osburn asked how big the Dog Park is compared to the Man House. Matt stated that the Dog Park is 12 acres and the Man House is 2 acres. There are 8 acres of usable open space.

[18-2924](#)

Update: Parks, Recreation, Open Space and Trails Master Plan

Matt Young, Parks and Recreation Director, informed the Board that during the first quarter, staff started the park assessment process. Every asset in each park will receive a condition assessment with cost estimates for repair/replacement if needed. Ann Beck, Parks and Marketing and Communications Manager, has developed marketing campaign for the project as staff prepares to launch the public process in February. Staff will be briefing the City Council on the project at their January 28th meeting.

10. NEW BUSINESS

[19-3012](#)

Consideration and Possible Action Regarding a Land Donation from Bluebonnet Capital Partners of Approximately Five Acres in the Proposed Birdsong Planned Development

A motion was made by Collini, seconded by Bowman, 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

19-3013

Consideration and Possible Action Regarding Park Development Fee Credit from Hanover Property Company in the proposed Somerset Phase 2 Development

A motion was made by Osburn, 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

19-3015

Consider Rescheduling February Regular Meeting

The Regular Meeting has been rescheduled to February 28, 2019.

A motion was made by Collini, seconded by Bowman, 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

11. **BOARD ANNOUNCEMENTS**

None.

12. **INFORMATIONAL ITEMS**

None.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation