



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, February 28, 2019

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 6:00 pm.

Absent 1 - Neal Shaw

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

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:01 pm.

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

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 # 02-19-01

2. Future Park Use
Property # 10-18-01

3. RECONVENE INTO REGULAR SESSION

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

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[19-3042](#)

Approval of Meeting Minutes - January 17, 2019

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

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

Nay: 0

Absent: 1 - Neal Shaw

Abstain: 0

6. CASH FLOW STATEMENT

[19-3043](#)

Cash Flow Statement - January 31, 2019

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 January.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 6% for the month over last year and up about 10% year to year. Revenue continues to be above budget projections and expenditures continue below projections. Matt also informed the Board that legal fees will be reflected as part of this month and next month's figures.

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 informed the Board of the arrival of the new Parks and Recreation receptionist, Nicolette Ricciutti. Matt also informed the Board that there will be a Third Reading of the Standards of Care on the March 4th City Council agenda. Matt also informed the Board that the City of Mansfield was awarded the Lone Star Programming Award for Barks and Rec as well as the Marketing and Promotion Award for Check In with Mansfield Parks program at the Texas Recreation and Parks Society Annual Conference in El Paso, TX. The Board was also informed that Julian Feild has been designated as the site for the Veterans Memorial. Matt stated that the Public Memorials Committee will be working with University of Texas-Arlington Landscape Architecture students who will develop site concepts as part of the project for consideration. All concepts and models will be shared with the Board during the process. Matt also discussed the budget timeline for FY2020 with the Board.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) *Sports Complex: MYBA is hosting a baseball tournament this weekend to be held at Big League Dreams and the Skinner Sports Complex. Staff will be assisting with working the fields and cleanup this weekend. Also, pre-emergent and post emergent herbicides have been applied to both the baseball and soccer fields. The pitcher's mounds are scheduled to be refurbished by a contractor this week.*

2) *Oliver Nature Park: Both the front and back ponds have been stocked with channel catfish, bluegill and fathead minnows. Some components in the men's restroom were replaced. Additional decomposed granite continues to be added to worn and eroded areas of the trail. Ongoing routine maintenance included replacing Timber sill boards on the boardwalk with cedar, vibratory rolling the trail, and weeding flower beds.*

3) *Chandler: All of the new bleachers have been assembled and set in place on concrete slabs at the Chandler Park athletic fields. Staff is applying pre-emergent herbicide to the fields. Staff continues to replace the zip ties on the tennis court wind screens with coated and metal ties. The entire security system has been replaced with an IP camera system. Staff organized and cleaned up the roll up storage room at the concession building, added shelves and are now utilizing that area as a storage area for a utility vehicle and park machinery and tools.*

4) *Rose/Town/Linear Trail: Catfish, bluegill, and minnows were also added to the Rose Park pond. The restrooms were repaired several times because of water leaks inside and outside of the building. The L.E.D. light fixture replacement is complete and staff will now begin to replace the fixtures at McClendon East and West. Ongoing routine maintenance issues included cleaning up the low water crossing area after rains; replacing two toddler swings and replacing vandalized signs. Also the DVR and*

monitor for the security system on the large pavilion at Town Park were replaced.

5) Overall: Parks staff has been working on the new Administration building landscape final touches this week. Sod installation will occur within the next few weeks. Staff has almost completed treating most of the turf areas for weeds with pre-emergent herbicide. All athletic associations have taken over their respective fields and spring season practices have begun.

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 is underway.

2. Programs and Events:

- MAC Programming Update:
 - Gym will be open on Monday, March 3rd.
 - Spring Break Activities:
 - 1) Kids Zone Monday-Friday has 31 registered.
 - 2) Nerf Night on Tuesday, March 12th has 75+ registered.
 - Spring Slam Pickleball Tournament will be March 15th-17th at FieldhouseUSA
 - 1) Over 250 registrations
 - 2) 10 States: TX, OK, CA, HI, AL, CO, FL, GA, KS, TN
 - 3) Thursday night social at Steven's
 - 4) Friday - Men's and Women's Singles
 - 5) Saturday - Men's and Women's Doubles
 - 6) Sunday - Mixed Doubles
- Oliver Nature Park:
 - Kayaking starts in March/ Puppies and Paddles on March 23rd.
 - 1) Britton Park and Bowman Springs in Arlington.
 - Willie Brown at ONP on March 26th-27th.
- Special Events:
 - Barks and Rec 5K is on Saturday, April 6th at Rose Park
 - Bunny Brunch is on Saturday, April 13th at the MAC
 - Toddler Tri is on Saturday, April 27th at Chandler Park
- General:
 - The Spring Rec Guide was provided to the Board.

8. **CITIZENS COMMENTS**

None.

9. **OLD BUSINESS**

[18-2703](#)

Update: Parks Administration Building

James Fish, Sr. Park Planner, informed the Board that the building is complete with several small punch list items ongoing. The fiber project is scheduled for completion by the end of February. Landscaping is 99% complete. The Certificate of Occupancy has been issued with tentative occupancy in early March.

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, informed the Board that staff is moving through the permit process internally while the contractor has had the property surveyed. Bi-weekly meetings are happening while erosion control is being prepared along with vegetation clearing. Excavation is scheduled to begin in March. The contractor has reached out to Walnut Ridge Baptist Church and staff has reached out to local HOAs to notify them about the start of construction. Crews will begin in the Philip Thompson area and work west towards Oliver Nature Park.

[17-2412](#)

Update: Dog Park

Chris Ray, Park Planner, informed the Board that staff has finished reviewing the construction documents and bid specifications. The project is moving forward and will be advertised on February 20th and 27th with a bid opening March 12th. Staff is coordinating the construction of the Dog Park project with the Man House restoration managed under the Planning Department. A contract for construction documents and scope of design work has been finalized by the Planning Department.

Bob Kowalski asked if there is a timeframe for construction once the bid process opens. Chris stated that there is and that we are well within our timeframe since the clock starts when the go ahead is given to begin construction. The Man House restoration must be complete before the Dog Park is able to open.

[18-2924](#)

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

Matt Young, Parks and Recreation Director, informed the Board that staff briefed the City Council on the project at their February 11th meeting. The project website has launched, and the online survey was posted on February 13th. Advisory committee nominations will be discussed at next month's meeting. The first round of public meetings is scheduled for March 28th and April 2nd, with a virtual meeting to be broadcast the following week. Matt stated that project information will be available to the public at all times online.

Scot Bowman stated that a variation on age groups is important for project input in order to cover the needs of all ages.

10. NEW BUSINESS

[19-3041](#)

Resolution - A Resolution to Consider Utilizing Funding Available From Revenue Bond Sales for Acquisition of Land Along Walnut Creek for Phase 4 of the Walnut Creek Linear Park Trail

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

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

Nay: 0

Absent: 1 - Neal Shaw

Abstain: 0

11. BOARD ANNOUNCEMENTS

Bob Kowalski informed the Board that the Pickle Festival and Parade is scheduled for March 15-16 and all are invited.

Scot Bowman stated that the North Main Trail Ribbon Cutting was a great event.

Lindsay Cadenhead congratulated staff on TRAPS awards.

Dee Davey stated she is excited for spring in our beautiful parks.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:56 pm.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation