



# CITY OF MANSFIELD

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

## Meeting Agenda

### City Council

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Monday, January 24, 2022

3:00 PM

Council Chambers

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#### REGULAR MEETING

1. **3:00 P.M. - CALL MEETING TO ORDER**

2. **WORK SESSION**

Follow-up Discussion Regarding 2022 Bond Propositions

3. **RECESS INTO EXECUTIVE SESSION**

*Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.*

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

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

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. DC-20-16161

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

Land Acquisition for Future Development

Economic Development Project #21-09

Economic Development Project #21-14

**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**

Economic Development Project #21-09

Economic Development Project #21-14

Economic Development Project #21-28

Economic Development Project #21-33

Economic Development Project #22-01

Economic Development Project #22-02

4. **6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION**

5. **7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**

6. **INVOCATION**

7. **PLEDGE OF ALLEGIANCE**

8. **TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

9. **PROCLAMATION**

[21-4454](#) Orion Jean "Spreading Kindness"

**Attachments:** [Orion Jean](#)

10. **CITIZEN COMMENTS**

*Citizens wishing to address the Council on non-public hearing agenda items and items not on the agenda may do so at this time. Due to regulations of the Texas Open Meetings Act, please do not expect a response from the Council as they are not able to do so. THIS WILL BE YOUR ONLY OPPORTUNITY TO SPEAK UNLESS YOU ARE SPEAKING ON A SCHEDULED PUBLIC HEARING ITEM. After the close of the citizen comments portion of the meeting only comments related to public hearings will be heard. All comments are limited to five (5) minutes.*

*In order to be recognized during the "Citizen Comments" or during a Public Hearing (applicants included), please complete a blue or yellow card located at the entrance of the Council Chambers. Please present the card to the Assistant City Secretary prior to the start of the meeting.*

**11. COUNCIL ANNOUNCEMENTS****12. STAFF COMMENTS**

*In addition to matters specifically listed below, Staff comments may include updates on ongoing or proposed projects and address of posted agenda items.*

**A. City Manager Report or Authorized Representative**

Current/Future Agenda Items

HMBA: Feed the Need Food Drive - Nicolette Ricciuti

**B. Communications and Outreach Department Report**

[22-4489](#) Departmental Quarterly Reports

**Presenters:** Bernadette McCranie

**Attachments:** [Quarterly Reports](#)

**13. TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION****14. CONSENT AGENDA**

*All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are considered to be routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff's recommendation.*

**ITEMS TO BE REMOVED FROM THE CONSENT AGENDA**

[21-4456](#) Resolution – A Resolution to Consider Support for a Grant Application to the Texas Parks and Wildlife Department for Matching Fund Assistance for Development of a Trail Connecting McClendon Park West and McClendon Park East

**Presenters:** Matt Young

**Attachments:** [Resolution](#)

[22-4480](#) Resolution - A Resolution Changing the Designated Authorized Official And Conveying the Power and Authority on the City's Behalf to Apply for, Accept, Reject, Alter or Terminate the Justice Assistant Grant (JAG) Received through the Governor's Office of the State of Texas

**Presenters:** Tracy Aaron

**Attachments:** [Resolution](#)

[22-4481](#) Resolution - A Resolution Approving the Purchase and Construction of a New Public Safety Burn Tower in the Amount of \$2,540,410 and

Authorizing the City Manager to Execute an Agreement with FireBlast Global, of Corona, CA on Behalf of the City

**Presenters:** Wade McLaurin and Mike Ross

**Attachments:** [Resolution](#)

[22-4488](#)

Resolution - A Resolution to Authorize the City Manager to Execute an Agreement with Bureau Veritas North America, Inc., of Plano, TX, on Behalf of the City, for Building Plan Review and Inspection Services, Subject to Final Review and Approval by the City Attorney

**Presenters:** Wade McLaurin

**Attachments:** [Resolution](#)

[Fee Schedule](#)

[22-4491](#)

Resolution - A Resolution of the City of Mansfield, Texas, Authorizing the City Manager to Enter into an Interlocal Agreement with Kaufman County for the Procurement of Goods and Services

**Presenters:** Gary Cardinale

**Attachments:** [Resolution](#)

[Interlocal Purchasing Agreement](#)

[22-4484](#)

Approval of a Parklet Program Permit Renewal Application for the Parklet Located at 126 North Main Street in Historic Downtown Mansfield

**Presenters:** Nicolette Allen

**Attachments:** [2022 Parklet 126 Permit Renewal Application DMI](#)

[22-4485](#)

Approval of a Parklet Program Permit Renewal Application for the Parklet Located at 117 North Main Street in Historic Downtown Mansfield

**Presenters:** Nicolette Allen

**Attachments:** [Parklet 117 Permit Renewal Application](#)

[22-4487](#)

Minutes - Approval of the January 10, 2022 Regular City Council Meeting Minutes

**Presenters:** Susana Marin

**Attachments:** [1-10-22 Meeting Minutes](#)

[22-4492](#)

Minutes - Approval of the January 18, 2022 Special City Council Meeting Minutes

**Presenters:** Susana Marin

**Attachments:** [1-18-22 Meeting Minutes](#)

### **END OF CONSENT AGENDA**

## **15. PUBLIC HEARING**

[21-4461](#)

Ordinance - Public Hearing and Consideration of an Ordinance Setting Forth the Standards of Care for the Recreation Department's Kids Zone



Program for the City of Mansfield; Providing for the Operational Standards of the Administration for the Program; Providing for the Inspecting, Monitoring, and Enforcement of the Standards of Care; Providing for the Staffing Levels, Training and Responsibilities for Those Working in the Program, Providing for Facility Standards; Providing for a Cumulative Clause; Providing for a Severability Clause; Providing for an Effective Date

**Presenters:** Matt Young and Andy Binz

**Attachments:** [Ordinance](#)

[2022 Standards of Care](#)

## 16. **PUBLIC HEARING CONTINUATION AND SECOND AND FINAL READING**

[21-4452](#)

Ordinance - Public Hearing Continuation and Second and Final Reading of an Ordinance Approving a Change of Zoning from C-2, Community Business District, and 2F, Two-Family Residential District, to PD, Planned Development District, for Warehouse/Distribution Uses on Approximately 19.99 Acres out of the F.B. Waddell Survey, Abstract No. 1658, Tarrant County, TX, Located on the South Side of Mouser Way, Approximately 2,000 Feet East of FM 157 and Approximately 1,550 Feet West of U.S. 287; Gary Riner of FRS Design Group, Inc. (Architect) and Bill Baird of Baird, Hampton & Brown, Inc. (Engineer) on Behalf of Pete Shopp of Mouser Electronics, Inc. (Owner/Developer) (ZC#21-017)

**Presenters:** Jason Alexander

**Attachments:** [Ordinance](#)

[Exhibit A - Property Description](#)

[Exhibit B - Development Plan](#)

[Exhibit C - Elevations](#)

[Exhibit D - Landscape Plan](#)

[Maps and Supporting Information](#)

## 17. **SUB-COMMITTEE REPORTS**

[22-4486](#)

Minutes - Approval of the January 10, 2022 Revitalization of Historic Downtown Mansfield Meeting Minutes (vote will be only by members of the sub-committee: Lewis, Tonore, and Bounds)

**Presenters:** Susana Marin

**Attachments:** [1-10-22 Meeting Minutes](#)

## 18. **NEW BUSINESS**

[22-4494](#)

Discussion and Possible Action Regarding Priorities Identified During the January 10, 2022 Historic Downtown Revitalization Subcommittee Meeting

**Presenters:** Nicolette Allen

**Attachments:** [01.10.2022 Subcommittee Recap](#)

[22-4490](#)

Consideration and Possible Action to Suspend the Procedural Rules of Council and Reschedule the Regular Scheduled City Council Meeting of March 14, 2022 to March 7, 2022 and the Regular Scheduled City Council Meeting of March 28, 2022 to March 21, 2022

**Presenters:** Susana Marin

**Attachments:** [Suspension of Rules - Procedural Rules of Council](#)

[22-4493](#)

Discussion and Possible Action Regarding Naming of the Pond behind the Parks Administration Building on Matlock Rd. after Honorable Toby Goodman

**Presenters:** Mike Leyman, Todd Tonore, Casey Lewis, Tamera Bounds and Larry Broseh

## **19. ADJOURN**

### **CERTIFICATION**

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the January 24, 2022 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, mansfieldtexas.gov, on Thursday, January 20, 2022 prior to 5:00 p.m., in compliance with Chapter 551, Texas Government Code.

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Susana Marin, City Secretary

Approved as to form:

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City Attorney

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call (817) 473-0211 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



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## STAFF REPORT

File Number: 21-4454

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**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** To Be Presented

**In Control:** City Council

**File Type:** Proclamation

**Agenda Number:**

Title

Orion Jean "Spreading Kindness"

Prepared By  
Communications Manager Andrew Clark  
Communications & Marketing  
817-276-4292

**WHEREAS,** Orion Jean is an 11-year-old 6th-grade student who attends Alma Martinez Intermediate School in Mansfield; and

**WHEREAS,** Orion Jean entered Think Kindness' 2020 National Kindness Speech Contest and won for his speech, in which he challenged people to spread kindness and join him on what he called a "Race to Kindness"; and

**WHEREAS,** Orion Jean used the cash prize he received for winning the speech contest to begin a series of community service initiatives he named the "Race to Kindness"; and

**WHEREAS,** Orion Jean collected and personally donated more than 600 new toys to pediatric patients at Children's Medical Center of Dallas for his first project, "Race to 500 Toys"; and

**WHEREAS,** Orion Jean collaborated with nonprofit organization Tango Tab and received assistance from communities across the country and large corporations to feed more than 100,000 people around Thanksgiving 2020, an effort he named "Race to 100,000 Meals"; and

**WHEREAS,** Orion Jean, in partnership with a variety of nonprofit literacy organizations, received book donations from across the country for his third community service project, "Race to 500,000 Books"; and

**WHEREAS,** Orion Jean reached his goal of collecting 500,000 books and is currently working to distribute thousands of books to families across the country that lack access to books at home; and

**WHEREAS,** Orion Jean's book donation efforts have also benefited several literacy organizations, Mansfield Independent School District, Fort Worth Independent School District and Dallas Independent School District; and

**WHEREAS,** Orion Jean is also a published author; his debut book, "A Kids Book About Leadership," encourages children to discover the power of leadership that resides within themselves and to change the world by leading in small and big ways;

**NOW, THEREFORE,** I, Michael Evans, Mayor of the City of Mansfield, join with the members of the Mansfield City Council in applauding Orion Jean for his incredible work to spread kindness, give to those in need and inspire our nation to join his "Race to Kindness." Orion Jean is a phenomenal young man with a bright future, and we look forward to seeing his "Race to Kindness" attract more generous participants. The City of Mansfield is proud to be home to Orion Jean and his family, and is ready and willing to assist with future "Race to Kindness" initiatives.

**IN WITNESS THEREOF,** I do hereby set my hand and cause the official seal of the City of Mansfield to be affixed this 24th day of January, 2022.



# CITY OF MANSFIELD

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## STAFF REPORT

File Number: 22-4489

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** To Be Presented

**In Control:** City Council

**File Type:** Consideration Item

**Agenda Number:**

**Title**

Departmental Quarterly Reports

**Requested Action**

Review Departmental Quarterly Reports

**Recommendation**

Review Departmental Quarterly Reports

**Description/History**

1st Quarter Update for FY 2022

**Justification**

Provide an Update to City Council

**Funding Source**

N/A

**Prepared By**

Bernadette McCranie  
Director of Communications and Outreach  
bernadette.mccranie@mansfieldtexas.gov



# MANSFIELD QUARTERLY

Quarter 1 | Fiscal Year 2022



2021 Jesse Fernandez Front Line Leadership Award Recipient – Angie Henley





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## **True NORTH: The City of Mansfield's GUIDING PRINCIPLES**

### **Noteworthy Essentials**

The City of Mansfield will continue to deliver high-quality essential services to its residents, businesses and visitors.

### **Organizational Excellence**

The City of Mansfield will foster a healthy environment for its own employees to maximize productivity, boost morale, attract high-quality candidates and establish itself as a destination employer.

### **Remarkable Experiences**

The City of Mansfield will find creative and innovative ways to provide its residents, businesses and visitors with world-class amenities and experiences – above and beyond essential functions and services.

### **Together As One**

The City of Mansfield will remain a close-knit community as growth Continues. The City of Mansfield will provide world-class social infrastructure and opportunities for all its residents to connect and enjoy remarkable experiences together.

### **Healthy Economy**

The City of Mansfield will support and strengthen its economy in all strategic decision-making and will leverage its assets to preserve its economic vitality.



# COMMUNICATIONS & OUTREACH

The Communications and Outreach (C&O) team creates and delivers both internal and external communications for the City of Mansfield to maintain transparency and engagement with its residents. This department also oversees the website, social media and media relations on behalf of the City. Additionally, this team is responsible for creating engagement opportunities through annual outreach events, My Mansfield Muni-Versity and the Mansfield Volunteer Program.

The C&O division's quarter was filled with marketing and capturing Mansfield's remarkable experiences from the last quarter. From the expanded Veterans Day celebrations to centenarian Ruth VanWinkle's 100th birthday, C&O could be found at these events. Additionally, C&O continued to assist with the recording and collateral provision for 2022 Bond Election Steering Committee meetings.

Mansfield garnered positive attention from several local news outlets in the first quarter of fiscal year 2022. The announcement of two new steakhouses coming to Mansfield – Meehan's Chophouse in Historic Downtown Mansfield and Hoffbrau Steak & Grill House near Vernon Newsom Stadium – attracted coverage from the Dallas Morning News, Fort Worth Star-Telegram and Focus Daily News. Focus Daily News also covered the city's Hometown Holidays and Veterans Day events, as well as the 2022 Bond Election Steering Committee's project recommendations to the Mansfield City Council. The Star-Telegram also covered the steering committee's recommendations.

Local television stations also broadcasted from Mansfield in the first quarter of the current fiscal year, with NBC 5 and CBS 11 covering our Veterans Day events and FOX 11 interviewing Mayor Michael Evans about Mansfield Independent School District's annual Toys for Tots toy drive.

Communications staff also attended the Dallas Digital Summit, a marketing community and conference series. Training was given by experienced communicators from the likes of Instagram and Harper Collins Publishing.



**Facebook Followers**  
23,973 (+56)



**Twitter Followers**  
4,264 (+51)



**Nextdoor Members**  
28,889 (+599)



**LinkedIn Followers**  
193 (+69)

## By the Numbers

### Top Posts by Reach – Oct. 1 to Dec. 31

Hometown Holidays took the top two spots with posts averaging a reach of over 22k per post.

- Hometown Holidays – 23.6k
- Hometown Holidays – 22.8k
- Ruth Van Winkle's Birthday – 21.6k
- Meehan's Chophouse – 21.3k
- Timberview Update – 20.3k

Facebook Page Reach – 121,539 people

Facebook Page Visits – 19,244

### Website

- Total Website Views – 466,205
- Total Users – 138,115 (128,902 new)

### Top Pages

- 1) Job Opportunities – 18,003 views
- 2) Water Utilities – 12,762 views
- 3) Payment Page – 11,070 views
- 4) Library – 10,940 views
- 5) Hometown Holidays – 10,855 views



Neighbors' Night Outreach Event



Legacy High School's National Honor Society – Tree Planting Project





Ruth VanWinkle celebrates 100 years!

The C&O team hosted a Neighbors' Night event at Bethlehem Baptist Church bringing out city services from throughout the organization. This free and casual event featured lawn games and food trucks in an effort to provide a comfortable atmosphere to showcase programs and services available to Mansfield's residents. Additionally, COVID-19 vaccines were provided on-site by Mansfield Fire Department.

The second class of My Mansfield Muni-Versity also finished up this past quarter and was recognized at the first City Council meeting in November. We're excited to have a new group of residents ready to plug in and serve the Mansfield community. Additionally, Class #2 also participated in a service project with the Mansfield Volunteer Program (MVP) this quarter which helped contribute to more than 9700 service hours that MVP provided from October to December.

## By the Numbers

### Outreach – Oct. 1 to Dec. 31

- Volunteers – 3413
- Volunteer Hours – 9765
- Average Volunteer Project Days per Month – 23
- Outreach Event – West Mansfield
- My Mansfield Muni-Versity Graduates – 16



My Mansfield Muni-Versity – Class 2



My Mansfield Muni-Versity – Class 2 Graduates



# CULTURAL ARTS

Within Cultural Arts, there have been exciting happenings this past quarter, most notably, the progression of the Cultural Arts Master Plan process. The city received six proposals from the Request for Qualifications (RFQ) that was advertised in November 2021. Three firms were chosen to present to a committee of staff departments for further consideration. Staff will make a recommendation in an upcoming City Council meeting.

Additionally, the Farr Best Theater had a busy quarter, hosting 43 days of use through 23 separate events. There were nine city produced events resulting in \$9,750 in rental and ticket revenue. Some of the productions during this quarter were:

- Will Baffle's Show of Wonders
- Ghost Hunt
- Monster B-Movie double feature
- Daughter of the Other Woman
- White Rabbit, Red Rabbit
- Visual Legacies: Veterans Art Show

Don't forget to get tickets for the upcoming Pulitzer Prize-winning production of "Sweat" as the 2021 – 2022 Farr Best season continues.

The Mansfield Commission for the Arts continued its support of local arts organizations, artists and art students by distributing \$6,930 in grants and scholarships.

Cultural Arts is also happy to welcome two part-time staff members, Clarisa Wheat and Devon Handley to the Community Engagement Department. Clarisa and Devon's final interview was helping with the Hometown Holidays celebration. Please give them a warm welcome to the Mansfield team.



Fleetwood Projects – Art grant recipient



Fort Worth Songwriters Association: A Salute to Service



Mansfield Veteran, Howard "Maxx" Hammond  
Visual Legacies: Veterans Art Show



# ECONOMIC DEVELOPMENT

The Mansfield Economic Development Corporation's (MEDC) mission is to increase the City of Mansfield's tax base by attracting desirable new development to the community and assisting with the retention and expansion of existing businesses. MEDC engages in a variety of marketing initiatives to attract new businesses and works with existing businesses to help them grow and expand.

## Ongoing Projects

### **Straumann Manufacturing**

Construction has begun on phase one of the new manufacturing facility for Straumann Manufacturing, Inc., a global leader in the dental implant manufacturing industry. MEDC and the City of Mansfield are participating in the project through a variety of incentive programs.

### **Texas Metroplex Institute Sports Medicine**

Construction of the approximately 18,900 sq. ft. state-of-the-art orthopedic and sports medicine facility has begun.

### **Former Pier One Building**

MEDC continues to work with the listing broker of the former Pier One building (459k sq. ft.) located at 2201 to Heritage Pkwy. to find a desirable tenant.

## New Projects

### **Restaurant | Entertainment Opportunities**

MEDC and city staff have been working on recruiting a variety of different restaurant and entertainment options including a movie theater, indoor entertainment venue and large sports concept.

### **Coll Spec Space**

Coll will be constructing 123,500 sq. ft. of spec industrial space located behind current industrial space on Heritage Parkway. Capital investment is expected to be a minimum of \$7.9 million. Construction is expected to be complete by December 2022.

## Existing Industry Expansions

### **Project 20-05**

The 30,000 sq. ft. storage expansion at 812 S. 5th Ave. for Don Lee Farms was completed during the fourth quarter of 2021. MEDC assisted with the site utilities including fire lane, fire line, and fire suppression.

### **Project 20-29**

The additional 31,500 sq. ft. production expansion at 812 S. 5th Ave. for Don Lee Farms is expected to add 20 new jobs and be completed by December 2022. MEDC will assist with site utilities including fire lane, fire line and fire suppression.

### **Project 21-31**

The MEDC at its October board meeting approved an incentive for Mouser Electronics to assist with drainage improvements for their 400,000 sq. ft. expansion. Capital investment is expected to be \$30 million with a completion date of December 31, 2023. City Council also approved a 380 Agreement for this expansion.

## Marketing Activities

Many marketing activities have been limited due to COVID-19 pandemic, but that is beginning to change. Staff have continued to meet with local brokerage and site-selection firms on a variety of opportunities and have also participated in the following:

### **Society of Commercial Realtors (SCR) Breakfast Sponsorship**

On Dec. 1, MEDC sponsored the annual SCR Breakfast featuring Mark Dotzour, a real estate economist who served for 18 years as chief economist of the Real Estate Center at Texas A&M University. Dotzour has given more than 1,500 presentations and has been published in the Wall Street Journal, USA Today and other publications. The SCR Breakfast is the organization's largest annual

event, and this is the 14th year MEDC has sponsored it.

### **International Council of Shopping Centers Conference**

Staff attended the International Council of Shopping Centers conference Dec. 5-7, holding meetings with numerous retailers, brokers and developers involved in the retail/restaurant industry.

### **DFW Marketing Team**

MEDC staff continue to work with the Dallas Regional Chamber as part of the DFW Marketing Team for efforts in major corporate relocations to the metroplex.

Additionally, MEDC staff continue to participate in programming with Fort Worth Real Estate Council and the Commercial Real Estate Women's events.

## Business Retention

A new organization, Manufacturing Excellence through Research Innovation and Technology (MERIT), focusing on improving the overall competitiveness of manufacturing companies will resume in-person programming in 2022 after having to cancel or virtualize programs in 2021 due to COVID-19. MEDC is an active partner with MERIT.

Due to COVID-19, the Advanced Precision Metal Manufacturing program through Ben Barber has a skeleton group of students this year. The students that qualify for internships will be participating. Some students are on campus working on the NASA projects and others will be off campus at area companies.

The 2022 Industry Appreciation Golf Tournament has been scheduled for Oct. 7. The 2021 tournament was canceled due to low participation.



# HISTORIC DOWNTOWN MANSFIELD



## Highlights

Historic Downtown Mansfield was outfitted with style for the holiday season. The lamp posts of wreath and garland, which first made their appearance in the winter of 2021, more than tripled in December. Main Street's lamp post decor was extended from the historic 100 block to the far end of the North Main Street bridge. Additional oak trees were strung with lighting as well, which will remain installed to continue place-making in the district.

Historic Downtown hosted the city's annual Hometown Holidays festival for the first time this year with the Merry Methodist Mansfield Medical Center Midway.

The Main Street Midway included a two-day closure of the historic 100 block and featured festivities such as a carnival, ferris wheel, midway rides, tree lighting, sledding, fireworks, pictures with Santa, holiday shopping, crafts and much more.





## D, Downtown District

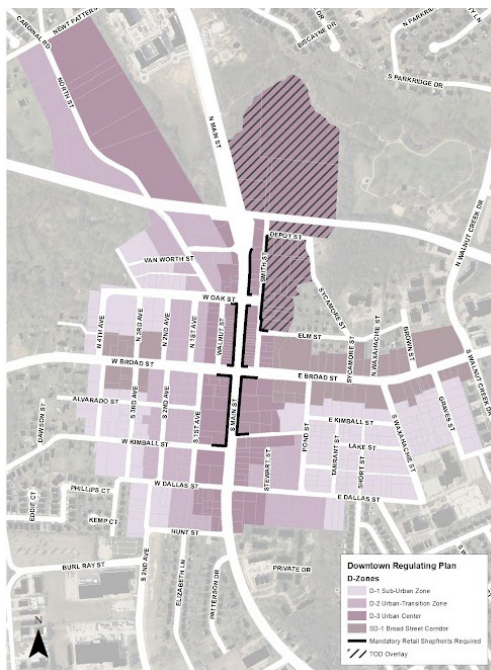
In October the D, Downtown District ordinance was officially adopted. The form-based code was received well in prior town hall meetings, and passed its final reading on Oct. 11, 2021. With its implementation, the zoning ordinance allows for a more seamless development process to entice desired development projects. Additional properties have already begun zoning entitlement changes to expand the boundaries of the D, Downtown District code.

## Pilot Parklet Program

On Dec. 13, 2021, the City Council discussed the Pilot Parklet Program in a council work session. The Pilot Parklet Program permits were set to expire on Jan. 7, 2022, and a decision about the current permits and overall program needed to be made. The City Council moved to pause the program, and revisit the permitting of public parklets at a future time when pedestrian traffic is heavier and present on other roadways like Smith Street. However, the current permittees were given the option to renew their existing permits annually should they apply to do so. Permit renewal applications will be considered by the City Council in January 2022.

## Development Update

Phase II of the Main Street Lofts (e.g. Bexley on Main) is wrapping up construction and putting the final touches on their 297 unit multi-family complex on North Main Street. Main Street Lofts, directly across the street from Town Park, is expected to have its grand opening ceremony in January 2022. The industrial style from Phase I is carried throughout the addition and elevates its standards even further. Phase II will see the addition of an open-air rooftop patio and ties into the North Main Street Trail, which serves as the north-south connection between the historic 100 block of downtown and Town Park. During the construction of Phase II, the development worked in partnership with



the Mansfield Parks and Recreation Department to construct a concrete pedestrian trail that will serve as a connection underneath the North Main Street Bridge to the city's larger Walnut Creek Linear Trail system.

## Year-end Recap

When the Historic Downtown Mansfield Revitalization Program was re-established by the Mansfield City Council in July 2020, they kicked off the program with the adoption of the Downtown Development Strategies. The Downtown Development Strategies, created in conjunction with Half & Associates, consists of 32 strategies meant to spur the development and revitalization of the city's core.

The strategies were categorized by their impact, timeline to implement and cost. To start the program, the shortest-term implementation and highest-impact strategies were prioritized. The Top 8, as they have been referred to, were the following:

1. Coordination with Property Owners & Downtown Groups
2. Downtown Sub District Parking Requirements
3. Promote the Development of the 4-acre Site
4. Downtown Coordinator Position
5. Parking Awareness Campaign
6. Residential Street Parking for Special Events
7. Downtown Zoning District
8. Sidewalk Improvements

The end of 2021 saw the completion or significant progress on these Top 8 strategies. Relationship-building continues to be a priority of the program and the Historic Downtown Coordinator. The Downtown Zoning District was accomplished with the adoption of the D, Downtown District ordinance. The special event parking ordinance, created by the Police Department in October 2020, was able to be utilized for the first time with the Hometown Holidays: Main Street Midway. The 2021 program year saw a lot of action, foundation building, and both large and small steps to success. In the upcoming quarter, the Historic Downtown Revitalization Subcommittee will meet to evaluate the progress of all 32 strategies, and will identify the 2022 program year priorities moving forward.

**Stay tuned for another great year!**



# HISTORICAL SERVICES

## Latest information on museum programs and projects



Museum during Halloween program.

### Halloween at the House

On Oct. 29, the Man House Museum hosted its Halloween at the House event. This was a new take on our previous downtown ghost tours. This year's event included guided tours, which took groups to hear four haunted stories at different stations around the Man House site. The stories were told by the North Texas Civilian Historian group who wrote and performed the tales based on real life and death events that occurred in Mansfield in the 1800s. While waiting for their tour to begin, attendees could play games in the information center or watch a video of the ghost hunt that took place at the Man House during the summer. It was well attended and we intend to make it an annual event.

They may sign up to volunteer during our normal operating hours and during the museum's special events. Our docents have become an important part of the operation of the museum and we hope to keep growing the docent program. This training session served as an orientation for new docents as well as a time to make current docents aware of updates to the tour script that have been made by our new Museum Education and Engagement Specialist.

### Holiday at the House

The Saturday before Christmas, the Man House Museum hosted Holiday at the House, an open-house event with crafts, refreshments and docents in period costumes. The house was decorated with mid-19th century style Christmas décor. This was just the first of what surely will become a holiday tradition at the Man House.

### Docent Training

The museum staff hosted its third training for docents in November. Docents are volunteers who are trained to give tours of the Man House Museum.



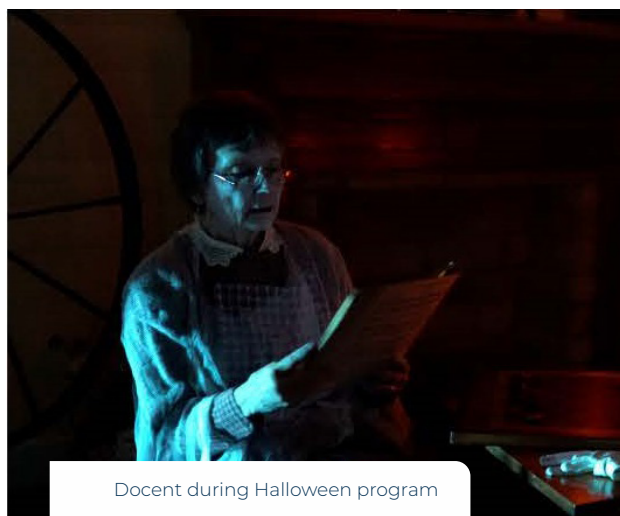
Museum staff at Hometown Holidays

**The next Historical Preservation Advisory Board meeting will take place at 6 p.m. Thursday, Jan. 27.**

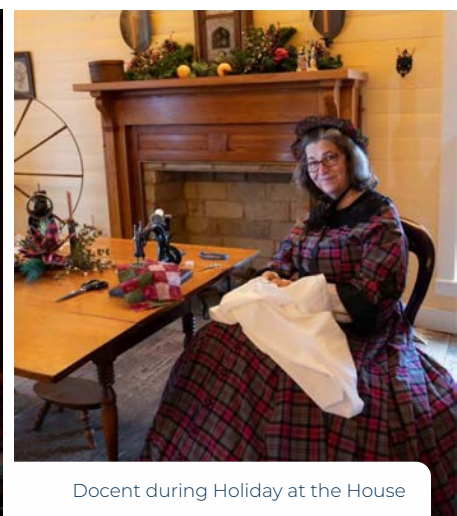
Guests Served		
1,191 Visitors	20 Researchers	42 Volunteers



Docent during Holiday at the House



Docent during Halloween program



Docent during Holiday at the House





## MANSFIELD PUBLIC LIBRARY

Latest information on library programs and projects





# MANSFIELD PUBLIC LIBRARY

## Mansfield Reads!

The Friends of Mansfield Public Library hosted the 2021 Mansfield Reads! with New York Times Bestselling Author Paulette Jiles. The evening with the author took place at the Legacy High School Center for the Performing Arts with over 150 attendees. Ms. Jiles gave the audience a glimpse of her writing style, the meaning of her book "News of the World," behind the scenes perspective of the movie and answered audience questions.

## Stay tuned to hear the Mansfield Reads! 2022 selection in March.

## Food for Fines 2021

The Mansfield Public Library participated in the annual Food for Fines drive from Nov. 1 - Nov. 30. Patrons were asked to bring non-perishable human food and pet items in order to pay their library fines. All donations benefitted the Mansfield Mission Center and the Mansfield Animal Shelter. With over 125 items donated the library patrons were able to directly help the community.

## Library in the Community

In partnership with The Friends of the Mansfield Public Library a new program was created for the community. The Candy Cane Story Stroll was held on Saturday, Dec. 11 at Town Park.

Patrons enjoyed creating their own story on the trail and park filled with holiday decor. Every turn was an adventure full of surprises, characters, and sweets along the way. Patrons were able to enjoy marshmallow covered hot chocolate, games, crafts, and more along with the interactive story.

The Candy Cane Story Stroll is a Friends of the Mansfield Public Library fundraiser. All proceeds directly benefit the Friends of the Mansfield Public Library, a 503(c) nonprofit that supports the Mansfield Public Library.

## Library Expansion Construction

The Mansfield Public Library started its renovation and expansion in November 2021. The library has not experienced any large disruptions, and programs and services are continuing as normal. Patrons are provided ear plugs and offered sound proof booths for accommodation to any noise disruptions.



December 2021 construction picture



Author Paulette Jiles talking to audience



Mayor Michael Evans & Vice President of Reads, Bobby Quinten at Mansfield Reads!





## PARKS & RECREATION

Too excited about trails? So are we! Mansfield Parks & Recreation is celebrating the newest extension of the Walnut Creek Linear Trail with what will surely be a historic event on a once-in-a-lifetime date. Join them for the 2.22.22 Tutu 2.2 and be a part of the fun! This free 2.2-mile walk/fun run starts at James McKnight Park East and loops to Carlin Road, the newest section of our popular trail, and is scheduled for Tuesday (TWOsday!) February 22, 2022...2.22.22! As if that wasn't too much fun to handle, we've added a tutu contest and some fun prizes to make the day extra special. The fun begins at 6:00 p.m. at McKnight Park East; more info to come on social media and website.

Two Mansfield Parks crews will represent the city at the Texas Recreation and Park Society (TRAPS) State Maintenance Rodeo in February. The teams advanced after facing off against crews from across the North region last

fall and hope to take home another championship for Mansfield this year. Many other staff members will also be in College Station for the event, which is part of the organization's annual educational institute and expo.

'Tis the season for parks and recreation! Spring is a busy time for our department, so all of our divisions are working hard to be ready. Parks crews are winterizing the grass and landscaping, adding sod/seeding where needed and doing repairs to ensure all of our parks, fields and playgrounds will be green, blooming and are in tip-top shape when the sun comes out and everyone emerges from the winter cocoons to play. Recreation staff has a packed spring of classes but is also actively programming the summer schedule. The MAC will be offering their first-ever Summer Camp Open House in March to help parents learn about all the options and find the activities best suited for their child.

### BY THE NUMBERS Oct. 1 to Dec. 31

#### Recreation

2437	program participants
573	memberships sold
339	facility rentals

#### Social Media

Facebook  
9581 followers; 64k total reach

Instagram  
2709 followers; 12k total reach

Email News  
4232 subscribers; 38% avg open

Website  
3256 home page visitors

Google  
4.56 average rating



# PARKS & RECREATION

## PROJECT UPDATES

### Future Recreation Center and Library Feasibility Study

Final report and data completed by consultants in January 2022, including public feedback, site and facility conceptual design, project budget and schedule, market assessment and operations analysis and concept renderings.

### McClendon Park Improvements

Design process is underway to add a splash pad, restroom building and new basketball courts at McClendon Park West. Construction is expected to begin in January.

#### Budget:

\$2.5mil

#### Source:

GO/MPFDC Bonds

#### Timeline:

April 2021-Late Summer 2022

### Gertie Barrett Park

Currently working on finalizing design and creating construction documents, slight delay due to drainage issues and necessary infrastructure addition. Expect to begin construction in Spring 2022.

#### Budget:

\$1.5mil

#### Source:

Park fees/GO Bonds

#### Timeline:

July 2021-Fall 2022

### Katherine Rose Memorial Park

Currently completing a master plan of Katherine Rose Memorial Park and Hardy Allmon Soccer complex that includes an upgraded, inclusive playground and layout improvements for an enhanced experience for all users.

#### Budget:

\$1.5mil

#### Source:

GO Bonds

#### Timeline:

Fall 2021-Winter 2022

### Walnut Creek Linear Trail Phase 3B

Planning underway on the sidewalk improvements/expansions and trail segments needed to complete the WCLT from Cannon/Carlin Roads to Matlock Road.

#### Budget:

TBD

#### Source:

TBD

#### Timeline:

Jan 2022-TBD

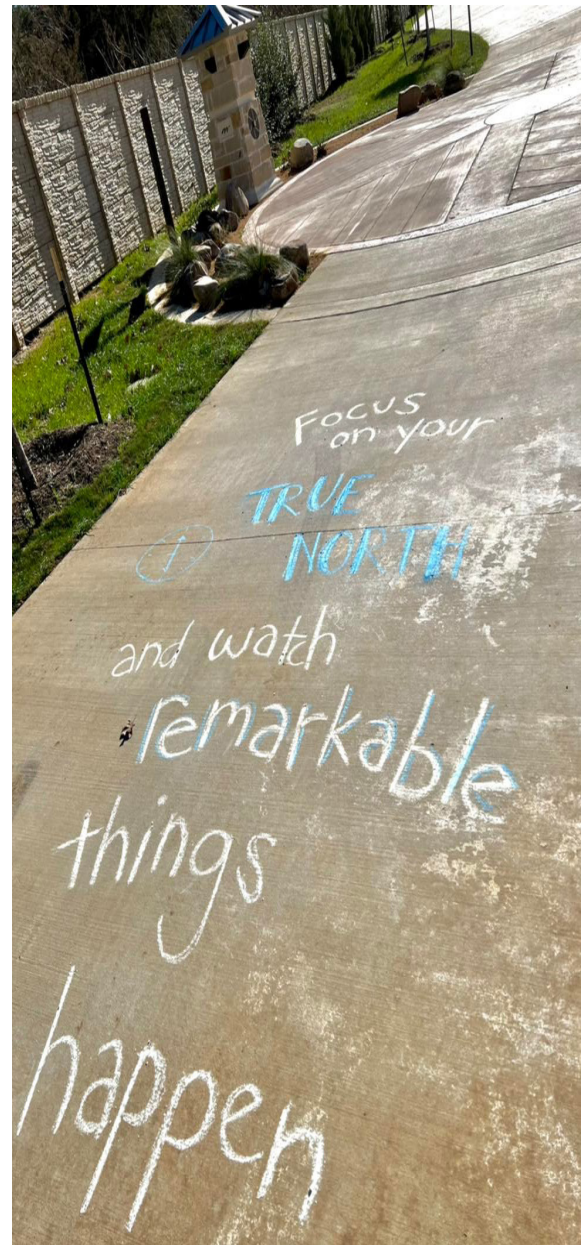
## Recently Completed

### Walnut Creek Linear Trail 3A

1.2 mile trail from McKnight Park East to Cannon/Carlin Roads

### Skinner Sports Complex

Entry drive and parking lot improvements & expansion



Conceptual image only - Proposed recreation and library center



Walnut Creek Linear Trail 3A



## SAVE THE DATE

### **JAN 29: Stargazing w/Astronomers**

Free event; 6-7:30pm at ONP

### **Feb 22: Tutu2.2 Fun Run**

Free event celebrating the  
WCLT extension; 5:30pm at McKnight  
East

### **Mar 12-21: Spring Break**

Classes & events at MAC & ONP

### **MAR 19: Summer Camp Open House**

11am @ MAC

### **APR 2: Barks & Rec 5k**

9am @ Katherine Rose Memorial Park

### **APR 9: Bunny Brunch**

9am & 11am @ MAC

## WORD ON THE STREET

**Recent comments from residents  
via email, social media and online  
reviews**

"Beautiful and well cared for. Wonderful for all ages." -Laura M. on Katherine Rose Memorial Park

"Very family friendly. Peaceful and full of activity all at the same time." -Crystal H. on Clayton Chandler Park

"Best dog park ever. Lots of running room for the dogs." -Harvey V. on Mans Best Field Dog Park

"Every time I'm at a park and I see a staff member they've always checked in with me and asked if there was anything they could do to help me have a great experience. I have also happened to see one staff person crawling under each piece of equipment first thing in the morning and when he saw me confused he explained that he wanted to make sure there were no hornets nests built overnight that would potentially harm any kids playing underneath. That never would have occurred to me! This crew goes WAY over and above! Thank you!" -Laura Y. on Instagram

# 2022 tutu 2.2

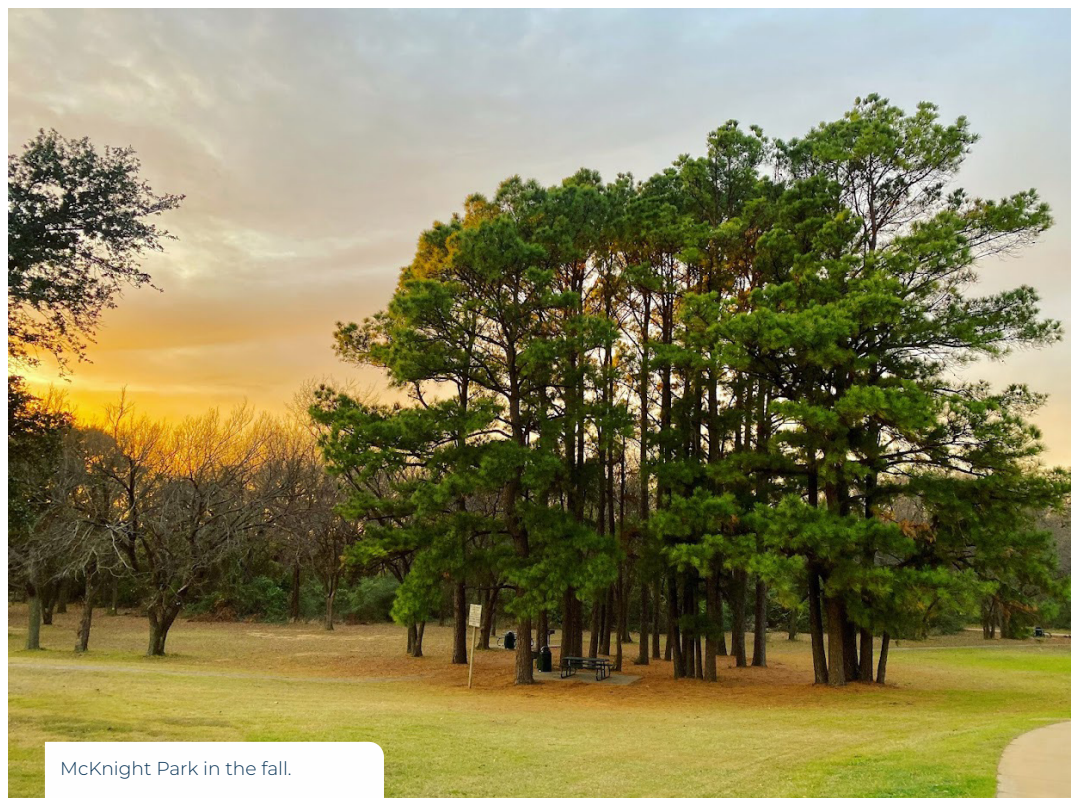
two point two mile fun run celebrating the walnut creek linear trail extension  
6pm tuesday, february 22, 2022 james mcknight park east



Park Pop Up



Seniors' New Year



McKnight Park in the fall.

# PLANNING & ZONING

The Planning Department administers land use and subdivision regulations designed to encourage the development of safe, accessible and attractive properties, and to enhance property values in Mansfield. We also provide technical assistance on zoning and development matters that go before the Planning and Zoning Commission and the City Council.

Here's an overview of our work in the first quarter of fiscal year 2021-2022:

## Since the last report:

### **Single-family residential lots final platted – 188**

### **Single-family residential lots preliminary platted – 0**

### **Commercial/industrial acres final platted – 0.986**

### **The following zoning changes, Specific-Use Permits (SUPs) and amendments have been approved and/or reviewed by Council:**

#### **ZC#21-010:**

A change of zoning from PR to PD for single-family residential uses on approximately 55.899 acres of land at 2695 Howell Dr. was approved.

#### **ZC#21-013:**

A change of zoning from SF-7.5/12 and C-1 to PD for a church and other church-related facilities, a pre-school, daycare, education, coffee shop, eating place without drive-through service and other uses as allowed on approximately 10.97 acres of land at 1188 W. Broad St. was approved.

#### **ZC#21-015:**

A change of zoning from C-2 to PD for duplex and triplex uses on approximately 6.56 acres of land at 1701 Country Club Dr. and 1107-1110 Alexis Ct. was approved.

#### **ZC#21-019:**

A Historic Landmark Overlay District Classification for the 1894 Post Office Building at 130 N. Main St. was approved.

#### **DS#21-009:**

A detailed site plan for an eating place without drive-through service for approximately 1.47 acres of land at 1101 N. Holland Rd. and 3700 E. Broad St. was approved.

#### **SUP#20-006:**

A specific-use permit for a gasoline service station on approximately 1.483 acres of land at 2919 N. Main St. was approved.

#### **OA#21-021:**

The creation of a form-based code district – D, Downtown District – and subsequent changes in zoning in various districts to D, Downtown District, were approved.

### **The following zoning changes, specific-use permits and amendments are pending with City Council as of Jan. 1, 2022:**

#### **ZC#21-017:**

A request for a change of zoning from C-2 and 2F to PD for warehouse/distribution uses on approximately 19.99 acres of land located on the south side of Mouser Way was pending a first reading.

#### **ZC#21-018:**

A request for a specific-use permit for an eating place with drive-through service on approximately 0.656 acres of land located at 1780 FM 157 was pending a second reading.

#### **ZC#21-021**

A request for a change of zoning from SF-7.5/12 to D, Downtown District, D-3 Urban Center Zone on approximately 0.398 acres of land at 601 and 605 S. Main St. was pending a second reading.

#### **SUP#21-007**

A request for a specific-use permit for an eating place with drive-through service on approximately 1.921 acres of land at 1570 E. Debbie Ln. was pending review.

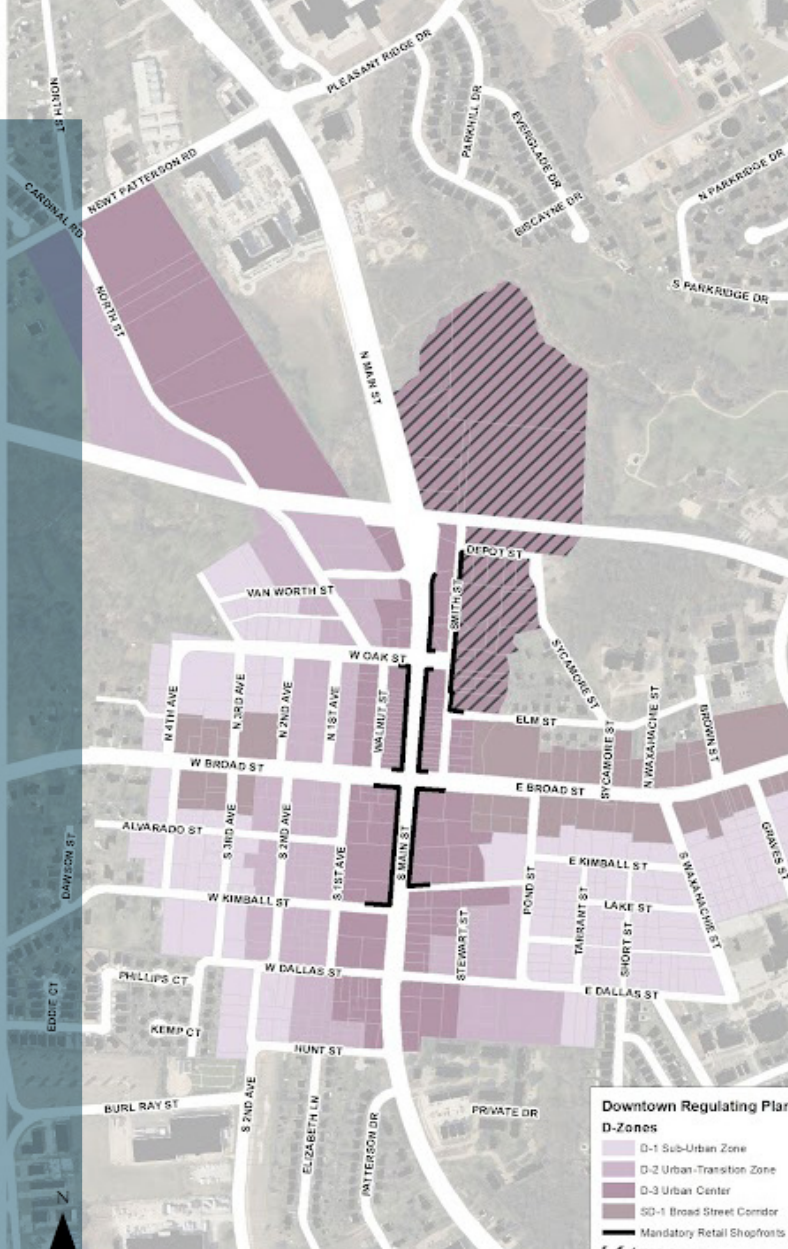
#### **ZC#21-004**

A request for a change of zoning from PR and SF-12/22 to PD Planned Development District for single-family residential uses on approximately 277.961 acres of land at 1669, 1671, 1791, 1821, and 1901 Newt Patterson Rd. was pending a first reading. Council previously tabled this case.

#### **ZC#20-013**

A request for a change of zoning from SF-7.5/12 to PD for multi-family residential uses on approximately 0.535 acres of land at 505 W. Kimball St. was pending a third reading. Council previously tabled this case.





**The following zoning changes, Specific-Use Permits and amendments are currently pending with the Planning and Zoning Commission:**

**ZC#21-002:**

A request for a change of zoning from SF-7.5/12 Single-Family Residential District to PD, Planned Development District for single family residential and professional office uses on approximately 3.571 acres of land at 708 E. Broad St. was pending.

**ZC#21-007:**

A request for a change of zoning from C-2 Community Business District to PD Planned Development District for townhome and age-restricted multi-family uses on approximately 19.527 acres of land at 2880 Matlock Rd. was pending.

**ZC#21-011**

Change of zoning change from PR to PD for single family residential uses (Birdsong East) on approximately 60.92 acres located at 1400 Flying L Lane was pending.

**ZC#21-022**

A request for a change of zoning from PR to PD for single-family residential uses on approximately 4.997 acres of land at 2005 N. Holland Rd. was pending.

**ZC#20-021:**

A request for a change of zoning from SF-7.5/12 Single-Family Residential District to PD Planned Development District for Multi-Family Residential uses on approximately 2.994 acres of land at 301 Sayers St. was pending. The commission tabled this case on March 1, 2021.

**ZC#20-018:**

A request for a change of zoning from SF-7.5/12 to PD for commercial uses on approximately 1.127 acres of land at 803 E. Broad St. was pending.

**SUP#21-008:**

A request for a specific-use permit for indoor auto parts or accessory sales on approximately 3.995 acres of land at 2090 FM 157 was pending.

**SUP#21-009:**

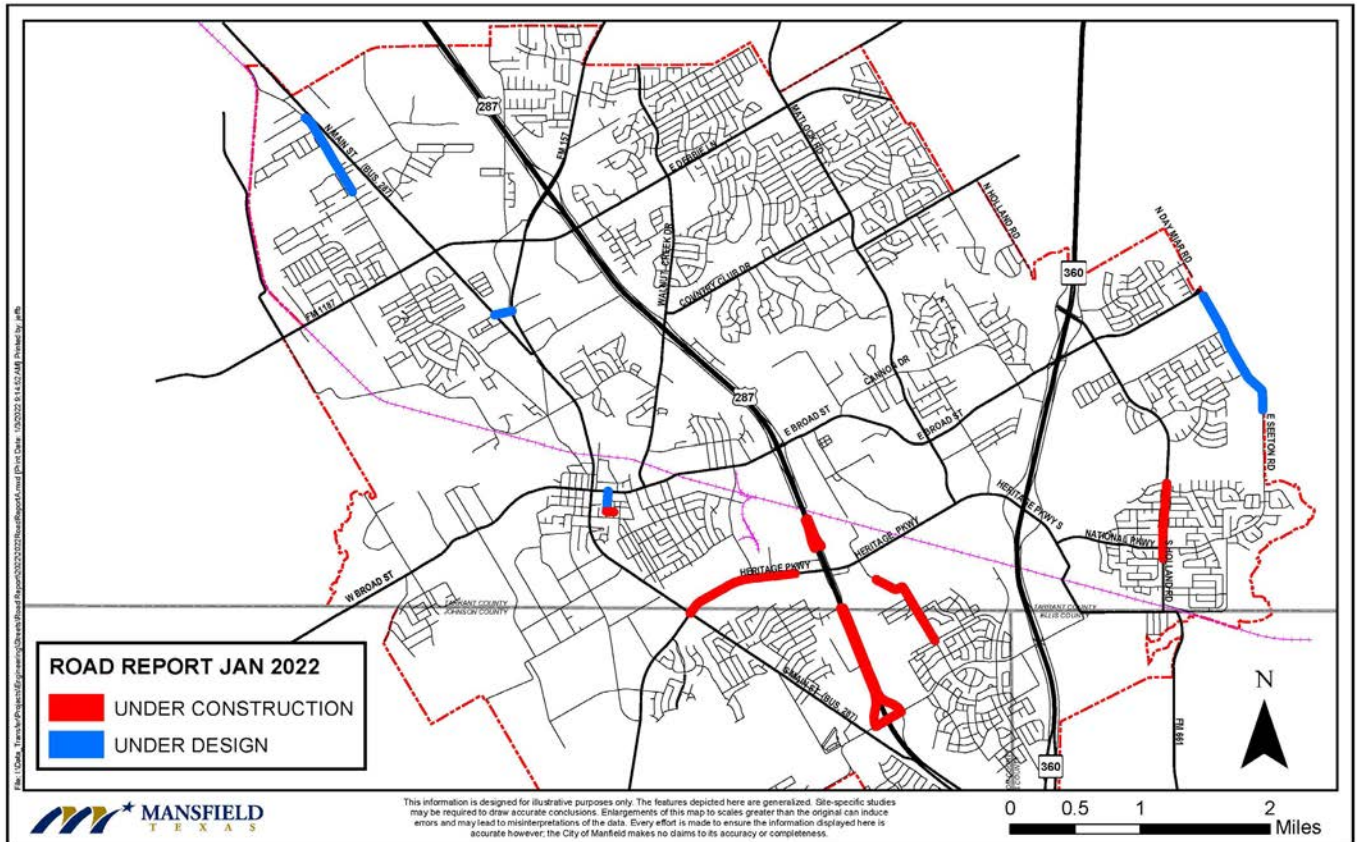
A request for a specific-use permit for an auto rental business on approximately 5.821 acres of land at 920 N. US 287, Ste. 306, was pending.

**Gas well drilling and production:**

No activity

# PUBLIC WORKS

This quarterly Road Report includes street projects currently under construction or in the design phase in the City of Mansfield. Here's an overview of our work in the first quarter of fiscal year 2021-2022:



## Under Construction

### South Holland Road (Stonebriar Trail to Garden Path Lane – Street Bond Fund)

South Holland Road will be improved to a four-lane divided thoroughfare. The project will include completing the north side of National Parkway west of Holland Road, and several hundred feet to the east. A traffic signal at Holland Road and National Parkway is included as well as two pedestrian signal crossings at school locations. This project will require the construction of detour pavement on the east side of the existing roadway to accommodate construction of the project. The estimated construction duration is 14 months.

The project was awarded for construction in December 2021. One telecommunication company is currently relocating facilities to clear this project for construction.

Construction is anticipated to start in late January.

### Heritage Parkway Westbound Lanes (Commerce Drive to South Main Street – Street Bond Fund)

The two westbound lanes of Heritage Parkway are being reconstructed due to poor pavement condition. A sidewalk will be included on the north side of the roadway. Utility relocations are complete and paving is underway. Several utility conflicts and material shortages have delayed the schedule by several weeks. The new concrete lanes are expected to be open to traffic by the end of January with the project being complete by the end of February.

### Lake Street (Tarrant Street to Pond Street – Community Development Block Grant, CDBG)

As a part of the Tarrant County CDBG program, Lake Street between Tarrant Street and Pond Street is being

reconstructed with curb and gutter, a sidewalk on the south side, and a new water line. Construction is substantially complete. A final inspection and sign-off on the project through Tarrant County will occur in January.

### Mitchell Road (Heritage Parkway to Mathis Road)

This project will reconstruct Mitchell Road north from Mathis Road to just south of the existing curve as a two-lane undivided 24-foot wide asphalt roadway. The section through the curve to the existing concrete section will receive an asphalt level-up and overlay. Construction was delayed due to residential subdivision work in the area. Construction will begin in January 2022.



## Under Design

### **Day Miar Road (Grand Meadow Boulevard to Seeton Road – Street Bond Fund)**

Day Miar Road is planned to be improved to a four-lane undivided concrete roadway. Roadway drainage will be curb and gutter with inlets and piping draining to an improved parallel open channel on the west side of the road. The open channel will extend from the south side of Grand Meadow Boulevard to the detention area north of Lake Ridge High School and then cross to the east side of the road through an improved culvert. Sidewalks will be included along both sides of the roadway and traffic signals at the intersections with Grand Meadow Boulevard and Seeton Road. A study was completed to analyze the pedestrian needs and safety around the Mansfield Independent School District school sites to determine any additional project safety enhancements.

Final plans are near completion and franchise utility companies are working on relocations which should be complete for the project to bid in May 2022 with construction to follow in July. The estimated construction duration is 18 months.

### **North Main Street | FM 157 Connector (Street Bond Fund)**

The proposed connector is a four-lane undivided roadway that will provide a connection from North Main Street to FM 157. This roadway will be located approximately a half mile north of Mouser Way and will align with Watson Branch Lane, the future roadway located within Watson Branch development. The connector will reduce traffic volumes along the frontage of Legacy High School and at the intersection of North Main Street and FM 157. This project will also eliminate the current skewed intersection of Russell Road and FM 157 and will reduce flooding potential of Watson Branch upstream of Russell Road. The consultant is also conducting flood studies of Watson Branch. Right-of-way acquisition is underway.

Design will begin in 2022 with construction anticipated to begin in 2023.

A first phase of this project will add a traffic signal at the future intersection of Watson Branch Lane with FM 157 along with northbound and southbound left-turn lanes on FM 157. The left-turn lane construction is complete. The traffic signal will be complete by early spring 2022.

### **Gertie Barrett Road (Meadowside Drive to Wildwood Drive – Street Bond Fund)**

This project will reconstruct Gertie Barrett Road as a two-lane undivided 24-foot wide asphalt roadway. Additionally, a new east/west four-lane undivided roadway will be constructed between Gertie Barrett Road and North Main Street. The location of this east/west roadway will align with Simpson Lane on the west side of Gertie Barrett Road. This project will involve coordination and an agreement with TxDOT. Plans are nearing completion and construction is anticipated to begin in spring 2022.

### **Pond Street (Broad Street to Lake Street – Community Development Block Grant)**

As a part of the Tarrant County CDBG program, Pond Street between Broad Street and Lake Street will be reconstructed with curb and gutter, sidewalks, and new water and sewer lines. The project is currently under design and is anticipated to bid in the spring of 2022.

## TxDOT Projects

### **US 287 Frontage Roads (Union Pacific Railroad to Lone Star Road)**

This project includes construction of both the northbound and southbound frontage roads of US 287 between the Union Pacific Railroad and Lone Star Road as well as additional lanes at the Lone Star Road bridge and a southbound to northbound U-Turn. Furthermore, this project will include traffic signals at the Heritage Parkway/northbound US 287 jug handle intersection along with signals at the intersections of the northbound and southbound US 287 frontage roads at Lone Star Road and US Business 287 at Lone Star Road. This project has bid. Construction will begin in January 2022. The estimated construction time is 26 months.

### **For additional information, please contact:**

Bart VanAmburgh, Director of Public Works – 817-276-4233  
bart.vanamburgh@mansfieldtexas.gov

David Boski, Assistant Director of Public Works Transportation – 817-276-4208  
david.boski@mansfieldtexas.gov

Raymond Coffman, Assistant Director of Public Works City Engineer – 817-276-4238  
raymond.coffman@mansfieldtexas.gov



Water Treatment Plant Project



# REGULATORY COMPLIANCE



The Regulatory Compliance Department enforces all city ordinances to protect property owners' investments and promote the health and welfare of the community. Regulatory Compliance officers are committed to providing compliance through a professional, efficient and due process approach for residents of Mansfield. The Regulatory Compliance houses three programs: the Code Compliance program, Health Inspections program, and Rental Inspections program.



## REGULATORY COMPLIANCE

Regulatory Compliance refers to illegal signs as "bandit" signs. The following table details the number of illegal signs they collected each month.

### Illegal Signs (Bandit) Picked Up

October	385
November	465
December	360
<b>Quarterly Total</b>	<b>1,210</b>

The garage sale ordinance gives the Assistant City Manager in charge of Development Services the authority to

approve a request for a variance, provided that the individual making the request is able to provide evidence that supports the need to have a third garage sale / estate sale.

### Garage Sale Permits & Requests for Variance

**195**

There were zero requests for variances in this quarter. Of the 195 permits, 193 permits were issued for the first garage sale at the address.

Regulatory Compliance activity is not limited to the violations listed above. The Utility Division is responsible for enforcing a number of ordinances. We continually monitor violations of the

Water Conservation Plan. David Brister, Operations Supervisor of Water Utilities, has provided a table detailing his department's enforcement activity.

### Utility Division Violation

	Pass	Fail
Commercial Grease Trap Inspections	66	3
Customer Service Inspections	181	93
Irrigation System Inspection	177	4
Water Conservation Plan Violations	0	0
<b>Quarterly Total</b>	<b>424</b>	<b>100</b>

## Regulatory Compliance Activity Oct. 1 to Dec. 31

### Type of Case . . . . . # of Cases

Building Permit Required . . . . .	2
Illegal Dumping . . . . .	0
Dangerous Structures . . . . .	2
Food Service Establishments . . . . .	0
Dumpster Violations . . . . .	5
Garage Sales . . . . .	0
Graffiti . . . . .	0
High Grass and Weeds . . . . .	180
Miscellaneous . . . . .	1
Nuisance - tree, shrub, or plant. . . . .	1
Outside Placement of Airtight Appliance . . . . .	4
Outside Storage . . . . .	54
Property Maintenance . . . . .	30
Referred to Environmental . . . . .	0
Residential Outdoor Lighting Nuisance . . . . .	1
Right-of-Way (ROW) Obstruction . . . . .	5
ROW Obstruction (Basketball Goal) . . . . .	3
Smoking Ordinance . . . . .	0
Stagnant Swimming Pool . . . . .	0
Trash and Debris . . . . .	72
Commercial Vehicles . . . . .	0
Junked Motor Vehicles . . . . .	35
Parking on the Grass . . . . .	25
Street Parking Violation – Referred to PD . . . . .	7
Accessory Structure Setback Violation . . . . .	5
Recycle Collection Center Donation Box . . . . .	0
Address Identification . . . . .	1
Certificate of Occupancy Required . . . . .	1
Boats . . . . .	7
RV . . . . .	8
Trailer . . . . .	17
Chickens / Poultry . . . . .	5
Fence Violations . . . . .	28
Home Occupations . . . . .	11
Non-Traditional Smoking Related Business . . . . .	1
Landscape Maintenance . . . . .	15
Overhanging Tree Limbs . . . . .	75
Parking Lot Maintenance . . . . .	1
Section 4400 - Illegal Land Use Residential . . . . .	3
Section 4400 - Illegal Land Use Commercial . . . . .	0
Sign Maintenance . . . . .	3
Solar Panel Systems . . . . .	1
Vacation Rental / Short-term Rental . . . . .	2
Vehicles on Blocks / Jack Stands . . . . .	2
Visibility Obstruction - Shrubs / Bushes . . . . .	10
<b>TOTALS . . . . .</b>	<b>694</b>

## Citations Issued 195

**Abatements  
38  
Forced Mowing,  
Overhanging Limbs,  
Trash Removal, Visibility  
Issues**

### Short-Term Goals | Department News

New Administrative Assistant Marisa Loera started on December 1, 2021. She was an Urban Development Specialist for the City of Arlington for 14 years. Marisa brings a lot of experience and ability to our department and will be a key person in the implementation of the Health and Rental Inspection programs.

New Health Inspector Rebecca St. John started on December 28, 2021. Rebecca spent the last 10 years with the Texas Department of State Health Services as a Registered Sanitarian, inspecting milk plants, producer dairies, and ice cream facilities for compliance with the Pasteurized Milk regulations. Previously, Rebecca served as a Registered Sanitarian for the cities of Grand Prairie and Fort Worth. Rebecca brings many years of experience as a Health Inspector to the table.

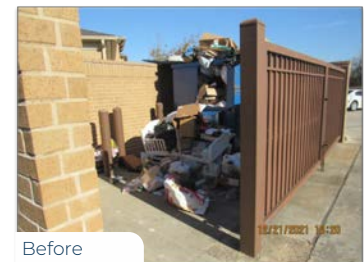
New Rental Inspector has been chosen and he has accepted the position. James Triplett comes to us from the City of Waco, where he currently serves at the Director of Code Compliance. Before working in Waco, Mr. Triplett worked in the City of Arlington for 20 years. For the last 12 years in Arlington, Mr. Triplett served as a Code Compliance Field Operations Manager, where he oversaw the Multi-Family Annual Property Inspection Program.

During the last week of October, Regulatory Compliance Manager Cliff Griffin and Code Compliance Officer Matt Daugherty attended the American Association of Code Enforcement Conference, earning CEU's and networking with Code Compliance Departments throughout the nation. **Completed**

Multi-Family Rental Registration Ordinance was adopted on Oct. 11, 2021. **Completed**

On Saturday, October 9th, Code Compliance staff took their event trailer out and participated in an outreach event at Bethlehem Baptist Church. **Completed**

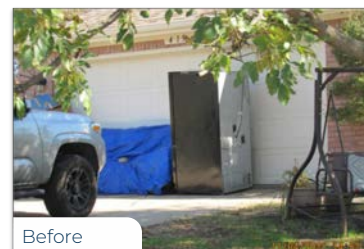
Department name change from Code Compliance to Regulatory Compliance. **Completed**



Before



After



Before



After



# SPECIAL EVENTS



Thousands of Mansfield residents enjoyed remarkable experiences at the special events put on in the first quarter of the new fiscal year – even as those events saw significant, successful changes.

The 2021 Veterans Day Parade & Salute provided an opportunity to celebrate our veterans in Historic Downtown Mansfield. In addition to holding the festivities in a new location, the city partnered with Patriotic Productions to bring the Remembering Our Fallen photographic war memorial to town and showcased a C-47 flyover during the event. Additionally, Hometown Holidays moved to Historic Downtown Mansfield and transformed the district into a festive carnival for two full days of fun.

Other special events during the quarter included SUPERkids Halloween and Hometown Holidays opportunities. SUPERkids events are sensory and accessibility friendly so everyone has an opportunity to celebrate.

**Stay tuned for all the fun to come with upcoming events like Barks & Rec and Music Alley.**





# VISIT MANSFIELD



The Mansfield Convention & Visitors Bureau (CVB) is the official meetings, conventions, sports and tourism marketing arm of the City of Mansfield. The CVB is also responsible for increasing economic prosperity for Mansfield, its residents and its marketing partners. Mansfield has won several awards for its events from the Texas Festivals and Events Association, the Texas Association of Convention and Visitor Bureaus and the International Festivals & Events Association. Stop by for a visit and you will see why you Come for the Location and Stay for the Fun!

## Haunted Mansfield

Throughout October, Haunted Mansfield was promoted through a series of videos across all platforms. Two new Haunted Documentaries were produced and premiered.

This quarter, the Haunted Mansfield event page was the most-visited page on the Visit Mansfield website (excluding the homepage) even though the event was only in effect during October.

## Webpage

- Haunted Mansfield – 1922 page views
- Hometown Holidays – 1733 page views



Visit Mansfield: Haunted Mansfield Announcement...  
It's October and that means it's almost time for Haunted Mansfield! Watch the video and go to [HauntedMansfieldTexas.com](https://HauntedMansfieldTexas.com) to check out the schedule and get tickets to all the events today!

Video Reach – 2.8k



The Ghosts of Wright House

305 views • 1 month ago

## Veterans Day

Veterans Day was promoted as an entire week of events in Mansfield with shows, a traveling veterans memorial, our annual parade and a patriotic salute. Ads were placed on social media to drive traffic to the events page and different purchasing links for the shows. Through StatePoint Media, a blog post was posted across over 50 Texas media outlets in a free trial of their service. It is unclear if it drew any traffic to Mansfield or our sites.



Visit Mansfield: Veterans Day 2021...  
Some of our Mansfield superfans are here to tell you all about the Veterans Day Parade on November 6 (and give you a few tips as well!)

# VISIT MANSFIELD

## Veterans Day continued...

The day of the parade, footage was provided to all local media outlets and was used by several. NBC 5 and CBS 11 also came on site to report on the parade, the traveling memorial and the veterans art show.

## Mansfield Art Exhibit Features Veterans' Art Therapy Work

The city of Manchester honored its citizens Tuesday night through art – on the walls, and on the stage.



## City Of Mansfield Holds Veterans Day Parade And Salute



### Hundreds Gather for Mansfield's Veterans Day Parade and Salute

The weekend, many cities across the country are holding ceremonies and parades to celebrate Veterans Day.



## Hometown Holidays

On the web and social media, Home-town Holidays was promoted with a focus on its new two-day format and Historic Downtown Mansfield location, as well as promoting ride ticket sales. Hundreds of tickets were sold before the event and nearly 3,400 were sold by the end of the event.

Outside advertising was placed in the Mansfield Now Holiday Shopping Guide, an ad buy was placed on digital streaming through Spotify with great playthrough results, and through our partnership with HANK FM, radio ads were placed across their various networks and social media posts were placed on their pages.

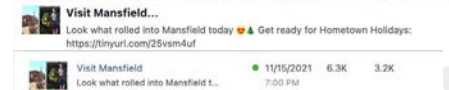
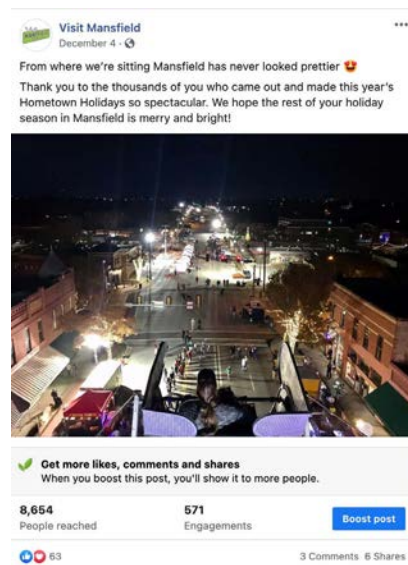
Attendance for this year's Hometown Holidays soared.

The top four performing posts for the quarter were all related to Hometown Holidays, with both days' wrap up posts appearing, along with the tree arrival and the event schedule.

## Top Posts by Reach

### Oct. 1 - Dec. 31

- Hometown Holidays Wrap Up- 8.6k
- Hometown Holidays Schedule - 6.9k
- Hometown Holidays Tree Arrival - 6.4k
- Hometown Holidays Wrap Up - 4.4k



## Other Happenings

This quarter, Visit Mansfield entered into a plan with ITI Digital to create a new digital visitors guide with revamped restaurant and venue listings for our website.

A large scale advertising plan with Sports Destination Management was agreed to.

The annual Mansfield Holiday Mug campaign went off well with hundreds sold at Hometown Holidays and other popup events planned throughout the month.

The goal this year of reaching 6,000 Facebook followers is close to being met. As of this report (12/15) we are just over 100 followers away with two weeks to still achieve the goal.







## WATER UTILITIES



# WATER UTILITIES

The Water Utilities Department is dedicated to providing high-quality drinking water to our citizens and local businesses, and strives to protect the environment through effective wastewater treatment. Water Utilities works closely with the Environmental Services Department to provide public education on how to conserve and protect water, and keep our waterways clean from trash and hazardous materials.

## Projects under construction:

### Clearwell Project

**Purpose:** To allow the water distribution system to deal with the city's peak water demand effectively.

**Budget:** \$9.4M

Projected final completion date of February 2022

The Clearwell has been in service since Oct. 29, 2021

### Aerial Sewer Crossings

**Purpose:** To upgrade six sewer crossings in Mansfield. The crossing at Walnut Creek and the service road of US 287 is the first that will be improved.

**Budget:** \$2.7M

Entire project estimated to take 300 days to complete

### Water Pump Stations Project

**Purpose:** To upgrade several pump stations with tank coatings, electrical equipment, emergency generator connections, structural improvements and instrumentation.

**Budget:** \$400,000

## Wastewater Lift Stations Upgrades Project

**Purpose:** To upgrade wastewater lift stations.

**Budget:** \$85,820

Installation expected to begin in February

## Projects under design:

### Turner Way Lift Station Rehabilitation Project

**Purpose:** To modernize the station's design standards by implementing backup power, pumping provisions and more.

**Budget:** \$1.07M

### 30" Water Line

**Purpose:** To construct a 30-inch water line that will connect the east and west sides of Mansfield and upsize several water mains described in the water master plan.

**Budget:** \$1M

### PCS Replacement Project

**Purpose:** To migrate the existing SCADA system to VT SCADA, replace numerous programmable logic controllers and implement a secure and protected WIFI system.

**Budget:** \$1.265M

Expected to be awarded in February

## Projects in the bidding process:

### Brown Street Sewer Replacement

**Purpose:** To replace approximately 700 feet of clay sewer main.

**Budget:** \$100,000

## Other projects:

### Pilot Study

**Purpose:** To study a membrane water-filtration system that could advance the capabilities of the Bud Ervin Water Treatment Plant and future water treatment facilities.

**Budget:** \$478,440

In partnership with NanoStone, the pilot study equipment has been installed and piping connections are complete. Chemical dosing is currently being configured to optimize the required flux rates. A partnership with the City of Fort Worth in which they would help facilitate the necessary regulatory testing is now in discussion.



Pilot Study

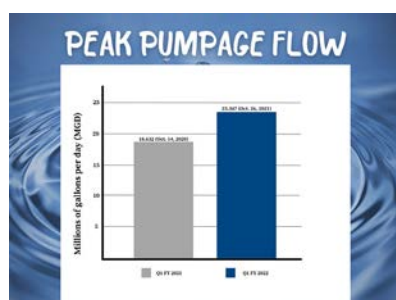
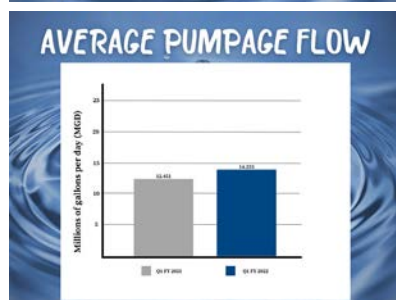
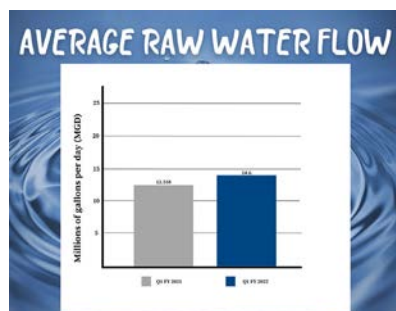


Water Pump Stations Project

## Utility Billing Statistics Oct. 1 to Dec. 31

- Responded to 14,641 phone calls
- Sent 52,115 WaterSmart group messages
- Sent 5,238 WaterSmart leak alerts

## Bud Ervin Water Treatment Plant Statistics



## Weather Information

The Dallas-Fort Worth area received 6.5 inches of rainfall in the first quarter of fiscal year 2021-2022 – 3 inches less than normal.

Tarrant, Johnson and Ellis counties are in the D1 drought category (Moderate Drought conditions) following several months of below-average rainfall.

Statewide reservoir capacity is 78.6%.

TRWD system capacity is 91.26% full (Jan. 6th)  
 • Richland Chambers is 91.1% full.  
 • Cedar Creek is 92% full  
 • Benbrook is 84.5% full.

The second quarter of fiscal year 2021-2022 is anticipated to be warmer and drier than normal. Based on climate models, this may continue well into 2022.

## Communications, Marketing & Public Education

### Litter Cleanups

- Hosted three cleanup events throughout the city
- Collected a combined 155 bags of trash

### Events & Classes

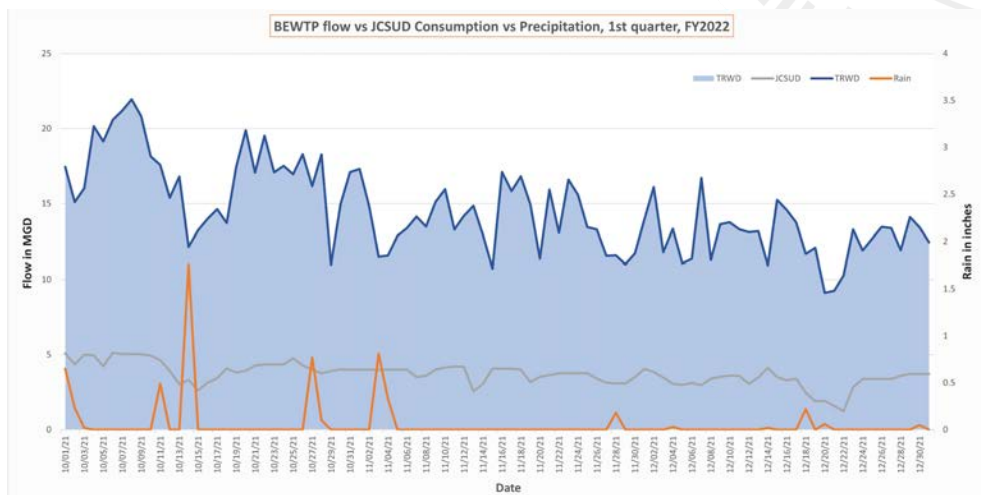
- Participated in outreach events as well as hosted holiday favorites like the Holiday Grease Roundup and Shred Day
- Hosted multiple classes including rainwater harvesting, landscape maintenance and water treatment career days

## Other updates and news

WaterSmart non-Utility Billing group messages:  
 • 49,000 sent  
 • 64% average open rate

## What We've Been Up To

- Surveying residents to determine class topics for 2022
- Creating a stormwater BMP training for the North Central Texas Council of Governments that will help train other north Texas city inspectors
- Working with MISD's WILD radio team to create advertisements promoting water conservation and environmental initiatives, events and education
- Creating and sending an e-newsletter for the first time since 2018
- Installing butt butlers in Historic Downtown Mansfield that will recycle cigarette butts to create patio furniture
- Created a Clues in the Creek trunk for educators and video which has been added to MISD's core science curriculum for grades 3-5
- Working with students from Alma Martinez Intermediate School on the 2021-2022 Future City Competition









# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 21-4456

Agenda Date: 1/24/2022

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

### TITLE

Resolution - A Resolution to Consider Support for a Grant Application to the Texas Parks and Wildlife Department for Matching Fund Assistance for Development of a Trail Connecting McClendon Park West and McClendon Park East

### REQUESTED ACTION

Approve Resolution to Support Grant Application

### RECOMMENDATION

Approve Resolution

### DESCRIPTION/HISTORY

McClendon Park East was constructed in 1994 with assistance from Texas Parks and Wildlife and is connected to McClendon Park West by an unimproved, natural trail. The parks comprise of one lighted baseball field, one unlit practice field, a concession/restroom building, two pavilions, a small playground area at East and a larger playground at West. With growing surrounding residential development, these parks are seeing more public use and in need of general improvements.

The Texas Parks and Wildlife Department administers the Texas Recreational Trails Fund, also called the Texas Recreational Trails Program, under the approval of the Federal Highway Administration Recreational Trails Program. This federal program receives its funding from a portion of the federal gas taxes paid on fuel used in non-highway recreational vehicles. Funds can be spent on both motorized and non-motorized publicly accessible recreational trail projects, including construction of new recreational trails, improvement of existing trails, development of trailhead or trailside facilities and acquisition of trail corridors.

Funding provided by this program is on a cost reimbursement basis. Projects sponsors must have cash on hand for all grant purchases and must initiate approved projects using their own funds. Project sponsors will be reimbursed up to 80 percent of allowable costs after submitting documentation of expenses. Twenty percent of the project cost must come from matching funds. Individual trail grant awards can range up to \$300,000 (\$375,000 or more total project cost) for non-motorized projects.

Staff is proposing to submit a grant application in the amount of \$300,000 to construct a decomposed granite nature trail that connects the two McClendon Parks. The city will provide a match of \$150,000 from park development fees and/or the MPFDC operating budget.

**JUSTIFICATION**

Trails were identified as a high priority by Mansfield residents in the 2020 Parks, Recreation, Open Space and Trails Master Plan. Construction of the proposed trail will connect two existing parks and provide access to hundreds of current residents.

**FUNDING SOURCE**

Park Development Fees  
MPFDC ½ Cent Sales Tax

**PREPARED BY**

Matt Young, Director of Community Services  
[Matt.Young@mansfieldtexas.gov](mailto:Matt.Young@mansfieldtexas.gov)  
817-728-3397

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION TO CONSIDER SUPPORT FOR A GRANT APPLICATION TO THE TEXAS PARKS AND WILDLIFE DEPARTMENT FOR MATCHING FUND ASSISTANCE FOR DEVELOPMENT OF A TRAIL CONNECTING MCCLENDON PARK WEST AND MCCLENDON PARK EAST**

**WHEREAS**, Texas Parks & Wildlife Department is accepting applications from municipalities for 80% matching grant funds to acquire, construct and/or improve trail corridors up to \$300,000; and,

**WHEREAS**, trails were identified as a high priority by Mansfield residents in the 2020 Parks, Recreation, Open Spaces and Trails Master Plan; and,

**WHEREAS**, the Mansfield Park Facilities Development Corporation (MPFDC) has determined that constructing the trail between the two existing parks will provide access to hundreds of current residents; and,

**WHEREAS**, the MPFDC approved support of the grant application to the Texas Parks & Wildlife Department at their January 20, 2022 meeting.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:**

**SECTION 1.**

That the City Council of the City of Mansfield supports the grant application to the Texas Parks & Wildlife Department for development of a trail between McClendon Park West and McClendon Park East.

**SECTION 2.**

This resolution shall be effective immediately upon adoption.

**PASSED AND APPROVED THIS 24<sup>TH</sup> DAY OF JANUARY, 2022.**

\_\_\_\_\_  
**Michael Evans, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Susana Marin, City Secretary**



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4480

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:**

**Title**

Resolution - A Resolution Changing the Designated Authorized Official And Conveying the Power and Authority on the City's Behalf to Apply for, Accept, Reject, Alter or Terminate the Justice Assistant Grant (JAG) Received through the Governor's Office of the State of Texas

**Requested Action**

Approval of Resolution

**Recommendation**

Approval of Resolution

**Description/History**

The City received a grant from the State of Texas to replace many of our aging in-car camera systems utilized by the Police Department. The purpose of this resolution is to name Troy Lestina (Chief Financial Officer) as the authorized official to administer the grant on the City's behalf.

**Justification**

The City must provide an authorized official to administer grants provided through the state of Texas.

**Funding Source**

The funding will be provided by Justice Assistance Grant (JAG) of the Governor's Office of Texas.

**Prepared By**

Kyle Lanier,  
Assistant Chief of Police  
(817) 804-5713

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION CHANGING THE DESIGNATED AUTHORIZED OFFICIAL AND CONVEYING THE POWER AND AUTHORITY ON THE CITY'S BEHALF TO APPLY FOR, ACCEPT, REJECT, ALTER OR TERMINATE THE JUSTICE ASSISTANCE GRANT (JAG) RECEIVED THROUGH THE GOVERNOR'S OFFICE OF THE STATE OF TEXAS**

**WHEREAS**, the City of Mansfield and the police department is a unit of local government that meets the criteria established by the JAG and the state of Texas to apply for and receive grant funds under this program; and,

**WHEREAS**, the City of Mansfield and the police department has been awarded an amount not to exceed \$100,000 in grant program funding with no match required; and,

**WHEREAS**, the City of Mansfield and the police department agrees to comply with all program rules as set out in the grant program guidelines; and,

**WHEREAS**, the City of Mansfield agrees that in the event of loss or misuse of the Justice Assistance Grant Program funds, the City of Mansfield assures that the funds will be returned to the Justice Assistance Grant Program in full; and,

**WHEREAS**, the City of Mansfield designates Troy Lestina (Chief Financial Officer) as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:**

**SECTION 1.**

The City Manager or designee is authorized to execute all documents and make application for obtaining state funds from JAG through the State of Texas in FY22 to be used to upgrade the in-car video equipment of department vehicles.

**SECTION 2.**

The City Manager or designee is authorized to receive and expend the grant funding awarded by the State of Texas for this grant program.

**SECTION 3.**

This resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED THIS THE 24<sup>TH</sup> DAY OF JANUARY, 2022.**



\_\_\_\_\_  
**Michael Evans, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Susana Marin, City Secretary**



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4481

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:**

**Title**

Resolution - A Resolution Approving the Purchase and Construction of a New Public Safety Burn Tower in the Amount of \$2,540,410 and Authorizing the City Manager to Execute an Agreement with FireBlast Global, of Corona, CA on Behalf of the City

**Requested Action**

Approve a Resolution to Execute a Contract

**Recommendation**

Approve Resolution

**Description/History**

A project is currently under way for the construction of a Public Safety driving skills pad and a burn tower foundation at 651 Justice Lane. The contract for that project, to Tegrity Contractors, was approved by the City Council on November 8, 2021. The next phase will include the procurement and construction of a burn tower from FireBlast Global, of Corona, CA. Discussions have been taking place for several years to identify the best facility available to serve the training needs of our Fire and Police Departments. During those discussions, the FireBlast product was found to best meet those needs, along with a specific floor plan and layout for the tower. Training capabilities include live fire, search and rescue, low and high angle rope rescue, rappelling and SCBA confidence training.

FireBlast Global's products, including procurement and construction of the specific chosen model, are available through a current GSA contract (#47QSWA20D007M). The total contract amount of \$2,540,410 includes all building materials, thermal protection linings, interior fire system and construction of the facility above the foundation. As noted above, construction of the foundation and site elements are included with the scope of the Skills Pad/Burn Tower Foundation Project currently taking place.

**Justification**

As has been presented to Council previously, the new Public Safety burn tower will provide much-needed local training facilities for our Police and Fire Departments. The chosen FireBlast product will provide our first responders with a state of the art facility to train on and will help ensure the finest response possible for the citizens of Mansfield.



**Funding Source**

Building Construction Fund

**Prepared By**

Wade McLaurin

Director of Building Services

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING THE PURCHASE AND CONSTRUCTION OF A NEW PUBLIC SAFETY BURN TOWER IN THE AMOUNT OF \$2,540,410, AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FIREBLAST GLOBAL, OF CORONA, CA ON BEHALF OF THE CITY**

**WHEREAS**, construction is currently taking place for a new Public Safety driving skills pad and burn tower foundation on the property at 651 Justice Lane; and,

**WHEREAS**, it has been determined that a building produced by FireBlast Global will provide the best value to the City and will allow for the necessary training for the Mansfield Fire and Police Departments in order to respond to the needs within the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:**

**SECTION 1.**

That the City Council approves the purchase of goods and services from FireBlast Global for construction of the new Public Safety Burn Tower in the amount of \$2,540,410, and; authorize the City Manager or his designee to execute a contract on behalf of the City, subject to review and approval by the City Attorney.

**SECTION 2.**

This resolution shall be effective immediately upon adoption.

**PASSED AND APPROVED THIS 24<sup>TH</sup> DAY OF JANUARY, 2022.**

\_\_\_\_\_  
**Michael Evans**, Mayor

**ATTEST:**

\_\_\_\_\_  
**Susana Marin**, City Secretary





# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4488

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:**

**Title**

Resolution - A Resolution to Authorize the City Manager to Execute an Agreement with Bureau Veritas North America, Inc., of Plano, TX, on Behalf of the City, for Building Plan Review and Inspection Services, Subject to Final Review and Approval by the City Attorney

**Requested Action**

Approve a Resolution to Execute an Agreement

**Recommendation**

Approve Resolution

**Description/History**

The current number of building permit applications, and in particular, the number of inspection requests, has made it difficult for staff to maintain the established permit issuance and inspection response times for the development community and our residents. Applications and inspection requests are at all-time highs, and with new developments on the horizon it is imperative that appropriate measures be taken to reduce staff workload by supplementing our inspection staff with third-party inspectors on an as-needed basis.

Bureau Veritas North America provides services to many municipalities and counties in North Texas and throughout the country. Their inspectors, as is the case with our city inspectors, are required to be certified and licensed for the trades they inspect, which includes continuing education and training. We expect these third-party inspectors to maintain the standards expected by the City of Mansfield.

The Building Safety Department will seek to immediately assign a number of multi-family developments currently under construction to Bureau Veritas inspectors to reduce the workloads on our city inspectors. This will not only help us maintain our response times, but will help ensure that we maintain the quality of the inspections being made. Staff will access the impacts of upcoming new single family and multi-family developments to determine if plan review and inspection services will be required from Bureau Veritas.

**Justification**

An agreement with Bureau Veritas North America for building plan review and inspection services will give the Building Safety Department much needed options for reducing current and future workloads on city staff, while maintaining the high standards and expectations for new construction with the City.

**Funding Source**

N/A

**Prepared By**

Wade McLaurin  
Director of Building Services

**RESOLUTION NO. \_\_\_\_\_****RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BUREAU VERITAS NORTH AMERICA INC., PLANO, TX, ON BEHALF OF THE CITY, FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES, SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY**

**WHEREAS**, in an effort to maintain the City's high standards for the review and inspection of construction projects within the City, including the review and inspection response times for current and new development; and,

**WHEREAS**, the current number of permit applications and inspection requests are at an all-time high for the City, it has been determined that it is in the City's best interests to contract with a third-party firm to assist with the current and upcoming review and inspection workloads on an as-needed basis.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:**

**SECTION 1.**

That the City Council authorizes the City Manager or his designee to execute a contract with Bureau Veritas North America, Inc. on behalf of the City, for building plan review and inspection services, subject to review and approval by the City Attorney.

**SECTION 2.**

This resolution shall be effective immediately upon adoption.

**PASSED AND APPROVED THIS 24<sup>TH</sup> DAY OF JANUARY, 2022.**

\_\_\_\_\_  
**Michael Evans, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Susana Marin, City Secretary**



**ATTACHMENT B**  
**FEE SCHEDULE**

**Fee Table 1 - Commercial and Multi-Family construction plan review**

Valuation	Fee
\$1. <sup>00</sup> to \$10,000. <sup>00</sup>	\$50. <sup>00</sup>
\$10,001. <sup>00</sup> to \$25,000. <sup>00</sup>	\$70.69 for the first \$10,000. <sup>00</sup> plus \$5.46 for each additional \$1000. <sup>00</sup>
\$25,001. <sup>00</sup> to \$50,000. <sup>00</sup>	\$152.59 for the first \$25,000. <sup>00</sup> plus \$3.94 for each additional \$1000. <sup>00</sup>
\$50,001. <sup>00</sup> to \$100,000. <sup>00</sup>	\$251.09 for the first \$50,000. <sup>00</sup> plus \$2.73 for each additional \$1000. <sup>00</sup>
\$100,001. <sup>00</sup> to \$500,000. <sup>00</sup>	\$387.59 for the first \$100,000. <sup>00</sup> plus \$2.19 for each additional \$1000. <sup>00</sup>
\$500,001. <sup>00</sup> to \$1,000,000. <sup>00</sup>	\$1,263.59 for the first \$500,000. <sup>00</sup> plus \$1.85 for each additional \$1000. <sup>00</sup>
\$1,000,001. <sup>00</sup> and up	\$2,188.59 for the first \$1,000,000. <sup>00</sup> plus \$1.23 for each additional \$1000. <sup>00</sup>

**Fee Table 2 - Commercial and Multi-Family construction inspection**

Valuation	Fee
\$1. <sup>00</sup> to \$10,000. <sup>00</sup>	\$76. <sup>92</sup>
\$10,001. <sup>00</sup> to \$25,000. <sup>00</sup>	\$108.75 for the first \$10,000. <sup>00</sup> plus \$8.40 for each additional \$1000. <sup>00</sup>
\$25,001. <sup>00</sup> to \$50,000. <sup>00</sup>	\$234.75 for the first \$25,000. <sup>00</sup> plus \$6.06 for each additional \$1000. <sup>00</sup>
\$50,001. <sup>00</sup> to \$100,000. <sup>00</sup>	\$386.25 for the first \$50,000. <sup>00</sup> plus \$4.20 for each additional \$1000. <sup>00</sup>
\$100,001. <sup>00</sup> to \$500,000. <sup>00</sup>	\$596.25 for the first \$100,000. <sup>00</sup> plus \$3.36 for each additional \$1000. <sup>00</sup>
\$500,001. <sup>00</sup> to \$1,000,000. <sup>00</sup>	\$1,940.25 for the first \$500,000. <sup>00</sup> plus \$2.85 for each additional \$1000. <sup>00</sup>
\$1,000,001. <sup>00</sup> and up	\$3,365.25 for the first \$1,000,000. <sup>00</sup> plus \$1.89 for each additional \$1000. <sup>00</sup>

**Fee Table 3 - Construction or Improvement of a Residential Dwelling**

New Residential Construction	
Plan Review and Inspection Fee	
Square Footage (S.F.)	Fee
0 - 1,500 S.F.	\$785.00
1,501 - 10,000 S.F.	\$785.00 for the first 1,500 S.F. plus \$0.35 for each additional S.F. to and including 10,000 S.F.
Over 10,000 S.F.	\$3,760.00 for the first 10,000 S.F. plus \$0.15 for each additional S.F. over 10,000 S.F.
Plan Review Only	
Plan Review Fee Only Per Dwelling Unit, a new plan for previously reviewed plan or Master Plan	\$200.00 per Plan or per Address

Plan review fee when a permit has been issued for the dwelling and the construction plans are altered such that an additional plan review is required (excludes new plan)	\$150.00 per Plan or per Address
<b>Alterations / Additions / Improvements for Residential Construction</b>	
<b>Trade Permits</b>	<b>Fee</b>
Building, Mechanical, Electrical, Plumbing, Fuel Gas and similar	\$100.00 per trade
Other project types not listed above	\$160.00 per trade
Miscellaneous residential projects such as, but not limited to, Accessory Structures, Fences, Pools, etc.	See Fee Table 2

\* All fees billed upon issuance of the permit by the jurisdiction

### Back-up inspections

\* Backup inspections will be performed during times of inspector absence due to illness, vacation or training at the listed rates. All other project activity will utilize the tables above.

Single Family Residential \$76.92 per address/building  
Commercial and non-Single Family Residential \$125.00 per address/building/unit

The construction valuation is determined by the greater of the declared valuation of the project or the valuation calculated using the International Code Council Building Valuation Data table, first update of each calendar year.

Example:

Square Foot Construction Costs

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
B Business	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08

The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

New Building

Group B occupancy

Type VB construction

10,000 square feet total building area

Declared construction valuation \$1,200,000.

Calculated construction valuation - 10,000 square feet X \$136.08 per square foot = \$1,360,800.

The calculated construction valuation is greater than the declared construction valuation so \$1,360,800 is used to calculate the Bureau Veritas fee for the project.

\* Note: BVNA fees do not include any taxes, licensing or other fees imposed by governmental or outside agencies.



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4491

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:**

**Title**

Resolution - A Resolution of the City of Mansfield, Texas, Authorizing the City Manager to Enter into an Interlocal Agreement with Kaufman County for the Procurement of Goods and Services

**Requested Action**

Approve the Interlocal purchasing agreement with Kaufman County.

**Recommendation**

Staff recommends that the City Council of the City of Mansfield, Texas approve the Interlocal Purchasing Agreement with Kaufman County.

**Description/History**

The City of Mansfield enters into Inter-local Purchasing Agreements and Cooperative Purchasing agreements on a regular basis to procure goods and services for the best possible value. The Inter-local Agreement with Kaufman County is a continuation of that program.

**Justification**

Realize procurement savings for goods and services by entering into a cooperative purchasing agreement with Kaufman County.

**Funding Source**

N/A

**Prepared By**

Gary Cardinale, Budget Director  
817-276-4262



**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER IN TO AN INTERLOCAL AGREEMENT WITH KAUFMAN COUNTY FOR THE PURPOSE OF COOPERATIVE PURCHASE OF GOODS, PRODUCTS AND/OR SERVICES**

**WHEREAS**, the City of Mansfield and the Kaufman County are both governmental entities engaged in the purchase of goods and services, which is a recognized governmental function; and,

**WHEREAS**, the governing officials of member cities, political subdivisions of the State of Texas, desire for each member the benefits of cooperative purchasing of goods, products and/or services; and,

**WHEREAS**, Kaufman County and the City of Mansfield wish to enter into this Agreement pursuant to Chapter 791 of the Texas Government Code (hereinafter "Interlocal Cooperation Act" to set forth terms and conditions upon which Kaufman County and the City of Mansfield may purchase various goods and services commonly utilized by each party; and,

**WHEREAS**, participation in an interlocal agreement will be highly beneficial to the taxpayers of the City of Mansfield through the anticipated savings to be realized and is of mutual concern to the contracting parties; and,

**WHEREAS**, the City of Mansfield has current funds available to satisfy any fees owed pursuant to this agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:**

**SECTION 1.**

The City of Mansfield does hereby agree to participate in an interlocal agreement for the purpose of cooperative purchasing of goods, products and/or services with Kaufman County.

**SECTION 2.**

This Resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of Mansfield, and it is accordingly so resolved.

**SECTION 3.**

The City Council authorizes the City Manager or his designee to enter into an Interlocal Agreement for the purpose of cooperative purchasing of goods, products and/or services as provided in this agreement.

**PASSED AND APPROVED THIS THE 24<sup>TH</sup> DAY OF JANUARY, 2022,**

\_\_\_\_\_  
**Michael Evans, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Susana Marin, City Secretary**

**INTERERLOCAL COOPERATIVE PURCHASING AGREEMENT  
BETWEEN COUNTY OF KAUFMAN AND CITY OF MANSFIELD, TEXAS**

This Cooperative Purchasing Agreement (“Agreement”) is made and entered into as of the date written below between the County of Kaufman, Texas and the City of Mansfield, Texas.

Pursuant to the authority granted by the “Texas Interlocal Cooperation Act”, Chapter 791 Texas Government Code providing for the cooperation between local governmental bodies, the parties hereto, in cooperation of the promises and mutual promises contained herein, agree as follows:

WHEREAS, Both Kaufman County and City of Mansfield have determined a need for a cooperative agreement to purchase like goods and services to avoid duplicate procurement efforts and obtain the benefits of volume purchasing; and

WHEREAS, this contract is made under the authority of Section 791.001-791.029 of the Texas Government Code; and

NOW, THEREFORE, for and in consideration of the mutual obligation and benefits contained herein, Kaufman County and City of Mansfield agree as follows:

Section 1. The Parties agree that each of the Parties shall respectively designate a person to under the direction of, and on the behalf of, the designating party (the “Designated Representative”).

Section 2. At the request of the other party, a party that enters into a contract with a vendor for goods and services (the “First Purchasing Party”) shall attempt to obtain the vendor’s agreement to offer those goods and services to the other party (the “Second Purchasing Party”). For the same terms and conditions as have been offered to the First Purchasing Party. If the vendor so agrees, and if the Section Purchasing Party is agreeable to such terms and conditions, the Second Purchasing Party may enter into its own separate contract with the vendor for the purchase of such goods and services.

Section 3. Unless otherwise agreed between the Designated Representatives, payment for the purchase made by the Second Purchasing Party shall be paid directly to the vendor and not to the First Purchasing Party. The Second Purchasing Party shall have the responsibility of determining whether the vendor has complied with any provisions in its contract with the vendor, including by not limited those relating to the quality of items and terms of delivery and shall be responsible for enforcement of its contract against the vendor, including all costs of enforcement.

Section 4. This Agreement will be subject to all applicable federal, state and local laws, ordinances, rules and regulations.

Section 5. This Agreement may be terminated by either party, without cause or penalty, upon not less than thirty days notice to the other party.



Section 6. If an action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in Tarrant County, Texas. This Agreement shall be construed in accordance with the laws of the State of Texas.

Section 7. If any term or provision of this Agreement is held illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected hereby, and in lieu of each such illegal, invalid or unenforceable term or provision, the parties shall endeavor to agree to a legal, valid or enforceable term or provision similar to the term of provision declares illegal, invalid or enforceable.

Section 8. Execution of this Agreement does not obligate either party to make any purchase, to pay any membership fee or to otherwise or in any manner incur any cost of obligation.

Section 9. The undersigned officers and/or agenda are properly authorized to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary actions extending such authority have been duly passed and are now in full force and effect.

Section 10. All notices, requests, demand, and other communications which are required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon the delivery or receipt thereof, as the case may be, if delivered personally or sent by certified mail or email to the respective county representative set out below, or his/her designee.

**KAUFMAN COUNTY:**

**CITY OF MANSFIELD:**

\_\_\_\_\_  
Hal Richards  
County Judge

\_\_\_\_\_  
Name:  
Title:

Date Approved:\_\_\_\_\_

Date Approved:\_\_\_\_\_

\_\_\_\_\_  
Name:  
City Secretary

APPROVED AS TO CONTENT:

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Raylan Smith  
Purchasing Agent

APPROVED AS TO CONTENT:

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Gary Cardinale  
Director of Budget and Purchasing



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4484

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Special Event

**Agenda Number:**

**Title**

Approval of a Parklet Program Permit Renewal Application for the Parklet Located at 126 North Main Street in Historic Downtown Mansfield

**Requested Action**

Approval of Parklet Permit Renewal Application for Parklet located at 126 North Main Street for a period of twelve months.

**Recommendation**

Approval of Parklet Permit Renewal Application

**Description/History**

In June 2020 the City Council created the Pilot Parklet Program, allowing applicants to construct parklet structures in city right of way in Historic Downtown Mansfield. In September 2020, City Council approved the extension of the Pilot Parklet Program and in December 2021 paused the program with the allowance for current parklet permit holders to apply for permit renewal. The parklet "Panorama" application for a parklet located at 126 North Main Street was approved by City Council on July 27, 2020.

**Justification**

The Pilot Parklet Program was created to increase activity in Historic Downtown Mansfield and renewal of the permit supports the Downtown Development Strategy of Streetscape Improvements by increasing the aesthetic of Historic Downtown and providing more open, passive activation space to the public.

**Funding Source**

N/A

**Prepared By**

Nicolette Ricciuti  
Strategic Initiatives Officer  
817-276-4264





## Parklet Renewal Application

Complete this form and submit it to the City's Planning Department at City Hall, 1200 E. Broad St. Mansfield, Texas 76063 or to Nicolette.Ricciuti@mansfieldtexas.gov. The proposed Permittee must hold the requisite insurance.

Permittee Information	
Name and address of business or organization holding the permit:	
Name of contact person for organization:	
Phone:	Email:
Location Information	
Parklet Address	
Business(es) of property immediately in front of proposed parklet (on same block face), as applicable:	
Number of Parking Space(s) Occupied:	
Type of Parking Space(s) Occupied (Parallel, Angled, Perpendicular, Motorcycle):	
Property Owner(s)	
Name of owner of property immediately in front of proposed location (if different than Permittee named above: Name:	
Phone:	Email:
If different from above, name of property manager / business owner for property: Name:	
Phone:	Email:
Parklet Standards	
The Historic Downtown Parklet Program Guidelines that accompany this application is illustrative of necessary standards that parklet permittees must adhere to. Please indicate any updates regarding any improvements/changes to materials, standards, maintenance and/or design.	



**Maintenance Plan** | Please indicate your plan to provide scheduled maintenance as well as any anticipated special maintenance needs.

**Improvements** | Please indicate any updates regarding improvements/changes to materials, standards, maintenance and/or design.

**Applications must include the following:**

1. Design Drawing (if applicable)
  - ☐ If substantial changes to design are made, updated design standards should be attached to this renewal application

**Signatures**

Application is hereby made to the City of Mansfield for a renewal of a public parklet permit. Applicant acknowledges and agrees that applicant has read and understands the Parklet Permit Special Conditions and agrees to be bound by the terms thereof upon receipt of a permit to operate a parklet. Any violation may result in the revocation of the permit.

*Permittee, Chairperson/Owner*

Name:

Signature:

Date:



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4485

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Consent

**In Control:** City Council

**File Type:** Special Event

### Title

Approval of a Parklet Program Permit Renewal Application for the Parklet Located at 117 North Main Street in Historic Downtown Mansfield

### Requested Action

Approval of Parklet Permit Renewal Application for Parklet located at 117 North Main Street for a period of twelve months.

### Recommendation

Approval of Parklet Permit Renewal Application

### Description/History

In June 2020 the City Council created the Pilot Parklet Program, allowing applicants to construct parklet structures in city right of way in Historic Downtown Mansfield. In September 2020, City Council approved the extension of the Pilot Parklet Program and in December 2021 paused the program with the allowance for current parklet permit holders to apply for permit renewal. The parklet "The Brewlet" application for a parklet located at 117 North Main Street was approved by City Council on September 14, 2020.

### Justification

The Pilot Parklet Program was created to increase activity in Historic Downtown Mansfield and renewal of the permit supports the Downtown Development Strategy of Streetscape Improvements by increasing the aesthetic of Historic Downtown and providing more open, passive activation space to the public.

### Funding Source

N/A

### Prepared By

Nicolette Ricciuti  
Strategic Initiatives Officer  
817-276-4264





## Parklet Renewal Application

Complete this form and submit it to the City's Planning Department at City Hall, 1200 E. Broad St. Mansfield, Texas 76063 or to Nicolette.Ricciuti@mansfieldtexas.gov. The proposed Permittee must hold the requisite insurance.

Permittee Information	
Name and address of business or organization holding the permit: Dirty Job Brewing 117 N Main St Mansfield, TX 76063	
Name of contact person for organization: Derek Hubenak	
Phone: 817-689-2617	Email: dirtyjobbrewing@gmail.com
Location Information	
Parklet Address 117 N Main St	
Business(es) of property immediately in front of proposed parklet (on same block face), as applicable: Dirty Job Brewing	
Number of Parking Space(s) Occupied: 2	
Type of Parking Space(s) Occupied (Parallel, Angled, Perpendicular, Motorcycle): parallel	
Property Owner(s)	
Name of owner of property immediately in front of proposed location (if different than Permittee named above: Name: <u>SHERI BUMCARONER</u>	
Phone: 817-300-7052	Email: sheri@ssbdesigns.com
If different from above, name of property manager / business owner for property: Name:	
Phone:	Email:
Parklet Standards	
The Historic Downtown Parklet Program Guidelines that accompany this application is illustrative of necessary standards that parklet permittees must adhere to. Please indicate any updates regarding any improvements/changes to materials, standards, maintenance and/or design.	



**Maintenance Plan** | Please indicate your plan to provide scheduled maintenance as well as any anticipated special maintenance needs.

Replanting flower troughs as needed/ seasonally. Sweeping/ blowing for trash and leaves/ debris as needed. Securing materials as needed; i.e., tightening or replacing screws, etc.

**Improvements** | Please indicate any updates regarding improvements/changes to materials, standards, maintenance and/or design.

Will re-stain wood components in Spring to refresh and make more durable. Possible shade option for top if feasible both engineering and financially. Request that concrete bumpers placed by city are bolted into place on street. They are frequently bumped out of place by cars parking and are difficult to put back. Very hard on one's back.

**Applications must include the following:**

1. Design Drawing (if applicable)

- ☐ If substantial changes to design are made, updated design standards should be attached to this renewal application

### Signatures

Application is hereby made to the City of Mansfield for a renewal of a public parklet permit. Applicant acknowledges and agrees that applicant has read and understands the Parklet Permit Special Conditions and agrees to be bound by the terms thereof upon receipt of a permit to operate a parklet. Any violation may result in the revocation of the permit.

Permittee, Chairperson/Owner

Name:

Derek HUBENAK

Signature:

Date:

1/3/22



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4487

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Approval of Minutes

**In Control:** City Council

**File Type:** Meeting Minutes

**Agenda Number:**

### Title

Minutes - Approval of the January 10, 2022 Regular City Council Meeting Minutes

### Requested Action

Action to be taken by the Council to approve the minutes.

### Recommendation

Approval of the minutes by the Council.

### Description/History

The minutes of the January 10, 2022 Regular City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

### Justification

Permanent Record

### Funding Source

N/A

### Prepared By

Susana Marin, TRMC, City Secretary  
817-276-4203





# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### City Council

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Monday, January 10, 2022

4:00 PM

Council Chambers

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#### REGULAR MEETING

#### **4:00 P.M. - CALL MEETING TO ORDER**

*Mayor Evans called the meeting to order at 4:00 p.m.*

**Present** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

#### **RECESS INTO EXECUTIVE SESSION**

*In accordance with Texas Government Code, Chapter 551, Mayor Evans recessed the meeting into executive session at 4:01 p.m. Mayor Evans called the executive session to order in the Council Conference Room at 4:04 p.m. Mayor Evans adjourned the executive session at 7:22 p.m.*

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

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

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. DC-20-16161

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

Land Acquisition for Future Development

Economic Development Project #21-09

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

City Manager's Quarterly Update

**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**

Economic Development Project #21-09

Economic Development Project #21-28

**6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION**

**7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**

*Mayor Evans reconvened the meeting into regular business session at 7:29 p.m.*

**INVOCATION**

*Monte Thompson, Student Body President at Lake Ridge High School, gave the Invocation.*

**PLEDGE OF ALLEGIANCE**

*Council Member Lewis led the Pledge of Allegiance.*

**TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

*Council Member Broseh led the Texas Pledge.*

**PROCLAMATION**

[21-4454](#)

Orion Jean "Spreading Kindness"

*This item was postponed until the January 24, 2022 City Council Meeting.*

**PRESENTATIONS**

Presentation of the Salvation Army Red Kettle Mayoral Challenge Trophy

*Lt. Konstantin Maslenikov and Lt. Anna Maslenikov from the Salvation Army of Arlington and Mansfield presented the Salvation Army Red Kettle Mayoral Challenge Trophy to Mayor Michael Evans and the City of Mansfield. Mayor Evans thanked all who rang the bell and helped to raise money on December 11, 2021, thanked Texas*

*House Representative and former Mayor David Cook for his assistance in raising funds, and thanked City staff for their work. David Cook thanked the community and City Secretary Susana Marin for her work.*

#### Presentation and Recognition of NationalWay Association

*David Cook presented a \$25,000.00 donation to the Salvation Army from NationalWay Association as part of the Mayoral Challenge. Cory Hoffman with NationalWay Association spoke on the donation. NationalWay Association also presented a \$25,000.00 donation to the Mansfield Mission Center. Carmin MacMillan spoke regarding the Mansfield Mission Center.*

#### Presentation from the Veterans Memorial and Tribute Foundation

*David Cook spoke in support of placing the Veterans Memorial as a proposition on the proposed 2022 bond election ballot. Members of the Mansfield Veterans Memorial and Tribute Foundation spoke in favor of including the Veterans Memorial as a proposition on the proposed 2022 bond election ballot.*

### **CITIZEN COMMENTS**

*Wendy Burgess - Ms. Burgess spoke in support of including the Veterans Memorial on the proposed 2022 bond election ballot.*

*Mayor Evans recognized the following non-speakers who submitted emails in support of placing the Veterans Memorial on the proposed 2022 bond election ballot:*

*Tim Milligan  
Brent Newsom  
William Perdue  
Anne Weydeck  
Brian Newsom  
Gerrald Soto  
Rich Stoglin  
Nadyne Newsom  
Kha Vo  
Brian and Jeanetta Racy  
Garrett Hawkins  
Michael Tindall  
Matt Hayes  
Tuesday Smith  
Linda Halverson  
Michael Held  
Bill Long  
Shelene Anderson  
Rick Weintraub  
Faith Lee  
Leonard Williams  
David Horn  
Patrick Opoku  
Deena Walker  
Ed Manning  
Art Hull  
Daniel Mercer*



Joe Conley  
Juan De La Cruz  
Michael Siersema  
Bill Ray  
Ron Brown  
Ann Rupe  
Earl Armistead  
Rich Costello  
Reagan Newsom  
Ken Etley  
Will Meek  
Jonathan Schweter  
Fil Sanchez  
Kevin Flynn  
Kiel Sobey  
Alan Robart  
Armand Auger  
Carol Cooper  
Melvin Cooper  
Dr. Martin Anerino  
Richard Pettit  
Charles Rucker  
Charles Colston  
Kathy Tucker  
Brenda Hazzard  
Madison Newsom  
Jeffery Hall  
Rosalind Harris  
George Horner  
William Hill

### **COUNCIL ANNOUNCEMENTS**

*Council Member Leyman thanked former Council Member Wendy Burgess for her role in the Police and Fire Memorial outside of City Hall, thanked the Mansfield Veterans Memorial and Tribute Foundation for their presentation, and spoke on the proposed Veterans Memorial.*

*Council Member Short had no announcements.*

*Council Member Lewis had no announcements.*

*Mayor Pro Tem Tonore had no announcements.*

*Council Member Bounds had no announcements.*

*Council Member Broseh had no announcements.*

*Mayor Evans had no announcements.*

### **SUB-COMMITTEE REPORTS**

[21-4448](#)

Minutes - Approval of the December 9, 2021 Public Memorials  
Sub-Committee Meeting Minutes (vote will be only by members of the

sub-committee: Leyman (Chair), Evans, and Broseh)

**A motion was made by Council Member Leyman to approve the minutes of the December 9, 2021 Public Memorials Sub-Committee Meeting as presented. Seconded by Council Member Broseh. The motion CARRIED by the following vote:**

**Aye:** 3 - Larry Broseh; Mike Leyman and Michael Evans

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 4 - Julie Short; Casey Lewis; Todd Tonore and Tamera Bounds

## **STAFF COMMENTS**

### **City Manager Report or Authorized Representative**

Current/Future Agenda Items

2022 Health Inspections Program Fees Update - Nicolette Ricciuti

*Strategic Initiatives Officer Nicolette Ricciuti presented an update regarding the revised health inspection program fees.*

## **TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION**

**A motion was made by Council Member Short to approve authorizing the City Manager to negotiate and execute an agreement for Project #21-09 as discussed in executive session. Seconded by Council Member Bounds. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

## **CONSENT AGENDA**

### **[21-4457](#)**

Ordinance - An Ordinance of the City of Mansfield, Texas Amending Sections of Chapter 94 "Food Establishments and Food Handlers" of the City of Mansfield, Texas Code of Ordinances

**A motion was made by Council Member Lewis to approve the following ordinance:**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AMENDING CHAPTER 94 "FOOD ESTABLISHMENTS AND FOOD HANDLERS"; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATION; PROVIDING FOR PUBLICATION AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE**

**DATE**

(Ordinance in its entirety located in the City Secretary's Office)

**Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: OR-2236-22

[21-4458](#)

Ordinance - An Ordinance of the City Of Mansfield, Texas Amending Chapter 111 "Peddlers and Solicitors" of the City Of Mansfield, Texas, Code Of Ordinances

**A motion was made by Council Member Lewis to approve the following ordinance:**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 111, "PEDDLERS AND SOLICITORS" BY REVISING THE HOURS ALLOWED FOR SOLICITATION OR CANVASSING ACTIVITY AT A RESIDENCE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL CITY NEWSPAPER; AND ESTABLISHING AN EFFECTIVE DATE**

(Ordinance in its entirety located in the City Secretary's Office)

**Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: OR-2237-22

[21-4451](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas Approving and Authorizing Execution of a Participation Agreement and Trust Instrument for Participation in a Public Funds Investment Pool, Designating the Board of Trustees of the Pool as an Agency, and Instrumentality to Supervise the Pool, Approving Investment Policies of the Pool, Appointing Authorized Representatives and Designating Investment Officers

**A motion was made by Council Member Lewis to approve the following resolution:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS**



**APPROVING AND AUTHORIZING THE EXECUTION OF A PARTICIPATION AGREEMENT AND TRUST INSTRUMENT FOR PARTICIPATION IN A PUBLIC FUNDS INVESTMENT POOL, DESIGNATING THE BOARD OF TRUSTEES OF THE POOL AS AN AGENCY AND INSTRUMENTALITY TO SUPERVISE THE POOL, APPROVING INVESTMENT POLICIES OF THE POOL, APPOINTING AUTHORIZED REPRESENTATIVES AND DESIGNATING INVESTMENT OFFICERS**

(Resolution in its entirety located in the City Secretary's Office)

**Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: RE-3812-22

[21-4455](#)

Resolution - A Resolution Approving a Construction Agreement with Reynolds Asphalt and Construction Company for Roadway Improvements on Portions of Britton Road, Lone Star Road and South 2nd Avenue; Authorizing the City Manager to Execute Contract Documents; and Authorizing Funding in an amount not to exceed \$950,000.00 (Mansfield Economic Development Corporation)

**A motion was made by Council Member Lewis to approve the following resolution:**

**A RESOLUTION APPROVING A CONSTRUCTION AGREEMENT WITH REYNOLDS ASPHALT AND CONSTRUCTION COMPANY FOR ROADWAY IMPROVEMENTS ON PORTIONS OF BRITTON ROAD, LONE STAR ROAD AND SOUTH 2ND AVENUE; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS; AND AUTHORIZING FUNDING IN AN AMOUNT NOT TO EXCEED \$950,000.00**

(Resolution in its entirety located in the City Secretary's Office)

**Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: RE-3813-22

[21-4449](#)

Minutes - Approval of the December 13, 2021 3:00 p.m. Regular City Council Meeting Minutes

**A motion was made by Council Member Lewis to approve the December 13, 2021 3:00 p.m. City Council Meeting Minutes as presented. Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

[21-4450](#)

Minutes - Approval of the December 13, 2021 7:00 p.m. Regular City Council Meeting Minutes

**A motion was made by Council Member Lewis to approve the December 13, 2021 7:00 p.m. City Council Meeting Minutes as presented. Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

**END OF CONSENT AGENDA**

**PUBLIC HEARING**

[21-4453](#)

Public Hearing and Consideration of a Request for a Specific Use Permit for an Eating Place with Drive-Through Service on Approximately 1.921 Acres out of the James Grimsley Survey, Abstract No. 578, Tarrant County, TX, Including all of Lot 4, Block 2, Weatherford Addition, Located at 1570 E. Debbie Ln.; Priya Acharya of Wier & Associates, Inc. (Engineer) and Getra Sanders of Chick-fil-A, Inc. (Developer) on Behalf of Edgar Guevara of BDR Realty LLC and Morreta A. & James A. Weatherford of Deblock, Ltd. (Owners) (SUP#21-007)

*Director of Planning Jason Alexander presented the request and answered Council questions. Assistant Director of Public Works - Transportation David Boski answered Council questions.*

*Mayor Evans opened the public hearing at 8:34 p.m. With no one wishing to speak, Mayor Evans closed the public hearing at 8:34 p.m.*

**A motion was made by Council Member Lewis to approve the request for a specific use permit. Seconded by Council Member Leyman. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

**PUBLIC HEARING AND FIRST READING**[21-4452](#)

Ordinance - Public Hearing and First Reading of an Ordinance Approving a Change of Zoning from C-2, Community Business District, and 2F, Two-Family Residential District, to PD, Planned Development District, for Warehouse/Distribution Uses on Approximately 19.99 Acres out of the F.B. Waddell Survey, Abstract No. 1658, Tarrant County, TX, Located on the South Side of Mouser Way, Approximately 2,000 Feet East of FM 157 and Approximately 1,550 Feet West of U.S. 287; Gary Riner of FRS Design Group, Inc. (Architect) and Bill Baird of Baird, Hampton & Brown, Inc. (Engineer) on Behalf of Pete Shopp of Mouser Electronics, Inc. (Owner/Developer) (ZC#21-017)

*Jason Alexander presented the item. Bill Baird, engineer, and Gary Riner, architect, answered Council questions. Applicant Pete Shopp discussed the request and answered Council questions.*

*Mayor Evans opened the public hearing at 8:47 p.m. With no one wishing to speak, Mayor Evans continued the public hearing through second reading at 8:48 p.m.*

**A motion was made by Council Member Broseh to approve the first reading of the following ordinance with the directions that staff have provided:**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING CHAPTER 155 OF THE CODE OF ORDINANCES, "ZONING," OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR WAREHOUSE AND DISTRIBUTION USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE**

**Seconded by Mayor Pro Tem Tonore. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

**PUBLIC HEARING CONTINUATION AND SECOND AND FINAL READING**[21-4417](#)

Ordinance - Public Hearing Continuation and Second and Final Reading on an Ordinance Approving a Zoning Change from SF-7.5/12 to D, Downtown District, D-3 Urban Center Zone on Approximately 0.398 Acres Located at 601 and 605 S. Main Street; Joseph Jenkins, owner (ZC#21-021)

*Jason Alexander presented the item.*

*Mayor Evans continued the public hearing at 8:52 p.m. With no one wishing to speak, Mayor Evans closed the public hearing at 8:52 p.m.*

**A motion was made by Council Member Short to approve the following ordinance:**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A D, DOWNTOWN DISTRICT, D-3 URBAN CENTER ZONE, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE**

**(Ordinance in its entirety located in the City Secretary's Office)**

**Seconded by Council Member Bounds. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: OR-2238-22

[21-4425](#)

Ordinance - Public Hearing Continuation and Second and Final Reading on an Ordinance Approving a Zoning Change from C-2 Community Business District with Freeway Overlay District to PD, Planned Development District for all uses in C-2 Community Business District plus drive through or to go food services without walk-in restaurant with Freeway Overlay District on approximately 0.656 acres being Lot 2-R-B-1, Block No. 1, of Replat of 2-R-B-1 and 2-R-B-2, Block 1, Mansfield Hospital Add located at 1780 FM 157 (ZC#21-013)

*Jason Alexander presented the item. David Boski answered Council questions.*

*Mayor Evans continued the public hearing at 9:03 p.m. With no one wishing to speak, Mayor Evans closed the public hearing at 9:04 p.m.*

**A motion was made by Council Member Short to approve the following ordinance:**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING CHAPTER 155 OF THE CODE OF ORDINANCES, "ZONING," OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR ALL USES IN C-2 COMMUNITY BUSINESS DISTRICT PLUS DRIVE THROUGH OR TO GO FOOD SERVICES WITHOUT WALK-IN RESTAURANT WITH FREEWAY OVERLAY DISTRICT, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS**



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**(\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE**

**(Ordinance in its entirety located in the City Secretary's Office)**

**Seconded by Council Member Leyman. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

Enactment No: OR-2239-22

### **ADJOURN**

**A motion was made by Council Member Lewis to adjourn the meeting at 9:04 p.m. Seconded by Council Member Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

\_\_\_\_\_  
ATTEST: Michael Evans, Mayor

\_\_\_\_\_  
Susana Marin, City Secretary



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4492

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Approval of Minutes

**In Control:** City Council

**File Type:** Meeting Minutes

**Agenda Number:**

**Title**

Minutes - Approval of the January 18, 2022 Special City Council Meeting Minutes

**Requested Action**

Action to be taken by the Council to approve the minutes.

**Recommendation**

Approval of the minutes by the Council.

**Description/History**

The minutes of the January 18, 2022 Special City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

**Justification**

Permanent Record

**Funding Source**

N/A

**Prepared By**

Susana Marin, TRMC, City Secretary  
817-276-4203



# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### City Council

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Tuesday, January 18, 2022

1:00 PM

Council Chambers

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#### SPECIAL MEETING

##### 1:00 P.M. - CALL MEETING TO ORDER

*Mayor Evans called the meeting to order at 1:00 p.m.*

##### INVOCATION

*Council Member Short gave the Invocation.*

##### PLEDGE OF ALLEGIANCE

##### TEXAS PLEDGE

##### CITIZEN COMMENTS

*Tim Milligan, 1035 Cypress Point - Mr. Milligan spoke in support of a Veterans Memorial being placed on the proposed 2022 bond election ballot.*

##### COUNCIL ANNOUNCEMENTS

*Council Member Leyman stated that he had the honor of attending a coining ceremony for three Mansfield Marine Corps recruits. He also stated he would like support from other Council Members to discuss naming the pond behind the Park office building as the "Toby Goodman Pond" in honor of the late Toby Goodman.*

*Council Member Short had no announcements.*

*Council Member Lewis had no announcements.*

*Mayor Pro Tem Tonore had no announcements.*

*Council Member Bounds had no announcements.*

*Council Member Broseh had no announcements.*

*Mayor Evans had no announcements.*

##### STAFF COMMENTS

**City Manager Report or Authorized Representative**

Current/Future Agenda Items

*There were no staff comments.*

**WORK SESSION**

2022 Proposed Bond Election Proposition Discussion

*Director of Community Services Matt Young presented the projects currently being proposed to the City Council to be placed on the 2022 bond election ballot. The projects discussed were the Multi-Generational Library and Recreation Center, the Linear Trail Expansion, Community Parks, Miracle Field, and the Veterans Memorial. Matt discussed in-depth various options for a Veterans Memorial at different total costs and answered Council questions. The City Council discussed their preferences regarding the Veterans Memorial. Director of Public Works Bart VanAmburgh answered Council questions regarding street improvements. Chief Financial Officer Troy Lestina addressed frequently asked bond issue questions, spoke on interest rates, bond structuring variables, the tax base, bond issuance assumptions, and tax rate projects, and answered Council questions. Nick Bulaich, Hilltop Securities, answered Council questions.*

*Mayor Evans recessed the meeting at 2:56 p.m. Mayor Evans reconvened the meeting at 3:03 p.m.*

*City Manager Joe Smolinski answered Council questions and made brief comments. Rob Collins, Bracewell LLP, answered Council questions. Discussion was held regarding a possible economic development proposition. Staff will provide options for an economic development proposition at a future meeting.*

**ADJOURN**

**A motion was made by Council Member Lewis to adjourn the meeting at 3:12 p.m. Seconded by Council Member Leyman. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Brose; Julie Short; Mike Leyman; Casey Lewis; Todd Tonore; Michael Evans and Tamera Bounds

**Nay:** 0

**Abstain:** 0

\_\_\_\_\_  
ATTEST: Michael Evans, Mayor

\_\_\_\_\_  
Susana Marin, City Secretary





# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 21-4461

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Public Hearing

**In Control:** City Council

**File Type:** Ordinance

**Agenda Number:**

**Title**

Ordinance - Public Hearing and Consideration of an Ordinance Setting Forth the Standards of Care for the Recreation Department's Kids Zone Program for the City of Mansfield; Providing for the Operational Standards of the Administration for the Program; Providing for the Inspecting, Monitoring, and Enforcement of the Standards of Care; Providing for the Staffing Levels, Training and Responsibilities for Those Working in the Program, Providing for Facility Standards; Providing for a Cumulative Clause; Providing for a Severability Clause; Providing for an Effective Date

**Requested Action**

Approve Ordinance Adopting the "Standards of Care"

**Recommendation**

Adopt Ordinance establishing the "Standards of Care" that will allow the Recreation Department to offer youth day camp program, Monday through Friday, 8 am to 6 pm at the Mansfield Activities Center and/or MISD schools.

**Description/History**

In 1995, during the 74th State Legislation Session, Senate Bill 212 was passed. This Bill exempts certain youth programs from child-care licensing requirements including elementary-age (ages 5-13) recreation programs operated by a municipality.

The governing body of the municipality must annually adopt "Standards of Care" by ordinance after a public hearing. The ordinance shall include staffing ratios, staff qualifications, facility, health, and safety standards, and mechanisms for monitoring and enforcing the adopted local standards; and further provide that parents be informed that the program is not licensed by the State and the program may not be advertised as a child-care facility.

**Justification**

The Recreation Department will be able to offer structured and staff-supervised youth day camp activities during school holidays. This program will consist of indoor and outdoor activities that will help build self-esteem, develop creativity, encourage teamwork and promote good sportsmanship.

**Funding Source**

N/A

**Prepared By**

Andrew Binz, Recreation Superintendent  
[Andrew.Binz@mansfieldtexas.gov](mailto:Andrew.Binz@mansfieldtexas.gov)  
817-728-3387



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, SETTING FORTH THE STANDARDS OF CARE FOR THE RECREATION DEPARTMENT'S KIDS ZONE PROGRAM FOR THE CITY OF MANSFIELD; PROVIDING FOR THE OPERATIONAL STANDARDS OF THE ADMINISTRATION FOR THE PROGRAM; PROVIDING FOR THE INSPECTING, MONITORING, AND ENFORCEMENT OF THE STANDARDS OF CARE; PROVIDING FOR THE STAFFING LEVELS, TRAINING AND RESPONSIBILITIES FOR THOSE WORKING IN THE PROGRAM; PROVIDING FOR FACILITY STANDARDS; PROVIDING FOR A CUMULATIVE CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City of Mansfield, Texas, (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and,

**WHEREAS**, a home rule municipality may exercise its police power authority to safeguard the health, comfort and general welfare of its citizens, and may regulate the standards of care for the City's Kids Zone program; and,

**WHEREAS**, Section 42.041 (b)(14) of the Texas Human Resources Code provides an exception for a municipality from the requirements of obtaining a license to operate an elementary-age recreation program provided the municipality annually adopts standards of care by ordinance after a public hearing for such programs; and,

**WHEREAS**, the City Council desires to adopt "Standards of Care" for the City's Recreation Department's Summer Youth Program.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:**

### **SECTION 1.**

These Standards of Care as referenced herein as "Exhibit A" are intended to be minimum standards by which the City of Mansfield Parks and Recreation Department will operate the City's Kids Zone Program. The program operated by the City is recreational in nature and is not a day care program. The following Standards of Care are hereby adopted by the City Council of the City of Mansfield, Texas in order to comply with Section 42.041 (b)(14) of the Texas Human Resources Code.

### **SECTION 2.**

This Ordinance shall be cumulative of all provisions of ordinances of the City of Mansfield, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 3.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 4.**

This ordinance shall be in full force and effect from and after its passage as required by law, and it is so ordained.

**DULY PASSED ON THE FIRST AND FINAL READING BY THE CITY COUNCIL OF  
THE CITY OF MANSFIELD, TEXAS, THIS 24<sup>TH</sup> DAY OF JANUARY, 2022.**

\_\_\_\_\_  
**Michael Evans**, Mayor

**ATTEST:**

\_\_\_\_\_  
**Susana Marin**, Acting City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Drew Larkin**, City Attorney



**CITY OF MANSFIELD  
KIDS ZONE PROGRAM  
2022 STANDARDS OF CARE**

The following Standards of Care have been adopted by the City Council of the City of Mansfield, Texas in order to comply with Senate Bill 212 as approved by the Texas Legislature during the 74th legislative session (1995). The Standards of Care are intended to be minimum standards by which the City of Mansfield Parks and Recreation Department will operate the City's Kids Zone Program. **The programs operated by the City are recreational in nature and are not day care programs.**

**1. GENERAL ADMINISTRATION**

**A. Organization**

- i. The governing body of the City of Mansfield's Kids Zone Program is the Mansfield City Council.
- ii. Implementation of the Kids Zone Standards of Care is the responsibility of the Recreation Superintendent and Departmental employees.
- iii. The Standards of Care for Kids Zone will apply to any Kids Zone program including Day Camp, Kids Day Off, After Dark and After School.
- iv. Each Kids Zone site will have available for public and staff review a current copy of the Standards of Care.
- v. Parents of participants will have access to a current copy of the Standards of Care during the registration process.
- vi. Criminal background checks will be conducted on prospective Kids Zone employees. If results of that criminal check indicate that an applicant has been convicted of any of the following offenses, he or she will not be considered for employment:
  - a. a felony or misdemeanor classified as an offense against a person or family;
  - b. a felony or misdemeanor classified as public indecency;
  - c. a felony or misdemeanor violation of any law intended to control the possession or distribution of any controlled substance;
  - d. any offense involving moral turpitude;
  - e. any offense that would potentially put youth participants or the City of Mansfield at risk.

**B. Definitions**

- i. City: City of Mansfield
- ii. City Council: City Council of the City of Mansfield
- iii. Department: Parks and Recreation Department of the City of Mansfield
- iv. Kids Zone: City of Mansfield's youth programs consisting of Day Camp, Kids Day Off, After School and After Dark

- v. Parent Handbook: Booklet of policies, procedures, and programming information relevant to the Kids Zone Program
- vi. Manager: City of Mansfield's Activities Center Manager who will handle administrative responsibility for the City of Mansfield's Kids Zone Program in the Program Coordinator's absence
- vii. Program Coordinator: City of Mansfield's full-time Coordinator who has been assigned administrative responsibility for the Kids Zone Program
- viii. Program Site: The facilities and surrounding property where the Kids Zone Program is held, consisting of, but not limited to, the Mansfield Activities Center and/or MISD schools
- ix. Participant: A youth whose parent(s) have completed all required registration procedures and determined to be eligible for the appropriate Kids Zone Program
- x. Parent(s)/Guardian(s): Represents one or both parents or adults who have legal custody and authority to enroll their child(ren) in the Kids Zone Program
- xi. Program Employee(s): People who have been hired to work for the City of Mansfield and have been assigned responsibility for managing, administering, or implementing some portions of the Kids Zone Program

#### C. Inspections/Monitoring/Enforcement

- i. The Manager will make visual inspections of the Kids Zone Programs based on the following schedule:
  - a. The Day Camp Program will be inspected twice during its summer schedule and once during its winter break and once during its spring break.
  - b. The After School Program will be inspected once during the fall semester and once during the spring semester.
- ii. Complaints regarding enforcement of the Standards of Care will be directed to the Program Coordinator. The Program Coordinator will be responsible to take the necessary steps to resolve the problems. The Program Coordinator will record complaints regarding enforcement of the Standards of Care and their resolution. The Manager will address serious complaints regarding enforcement of the Standards of Care, and the complaint and its resolution will be noted.

#### D. Enrollment

- i. Before a child can attend and be signed into a Kids Zone Program, a parent(s)/guardian(s) must complete registration forms that contain the Participant's:
  - a. name, address, home telephone number;
  - b. name and address of parent(s)/guardian(s), email address, and telephone number during Program hours;
  - c. the names of people to whom the child may be released;  
a statement of the Participant's special physical, emotional or medical needs (may be required depending on Kids Zone program registered for);  
emergency medical authorization (may be required depending on Kids Zone program registered for);
  - d. alternate emergency contact information;

- e. proof of MAC membership when appropriate; and
- f. a signed liability waiver.

**E. Suspected Abuse**

Program employees will report suspected child abuse or neglect in accordance with the Texas Family Code. In the case where a City employee is involved in an incident with a child that could be construed as child abuse, the incident must be reported immediately to the Manager. The Manager will immediately notify the Police Department and any other agency as may be appropriate.

Texas state law requires the staff of these youth programs to report any suspected abuse or neglect of a child to the Texas Department of Family and Protective Services or a law enforcement agency. Failure to report suspected abuse is punishable by fines up to \$1,000 and/or confinement up to 180 days. Confidential reports may be made by call 1-800-252-5400.

**2. STAFFING – RESPONSIBILITIES AND TRAINING**

**A. Program Coordinator Qualifications**

- i. The Program Coordinator will be a full-time, professional employee of the Mansfield Parks and Recreation Department and will be required to have all Program Employee qualifications as outlined in this document.
- ii. The Program Coordinator must be at least 21 years old.
- iii. The Program Coordinator must have a bachelor's degree from an accredited college or university.
- iv. The Program Coordinator must have previous experience planning and implementing recreational activities.
- v. The Program Coordinator must pass a background investigation including testing for illegal substances.
- vi. The Program Coordinator must have current certification in first aid, Cardio Pulmonary Resuscitation (CPR) and Automated External Defibrillator (AED).

**B. Program Coordinator's Responsibilities**

- i. The Program Coordinator is responsible for administering the Kids Zone Programs daily operations in compliance with the adopted Standards of Care.
- ii. The Program Coordinator is responsible for recommending for hiring, supervising, and evaluating Program Employees.
- iii. The Program Coordinator is responsible for planning, implementing, and evaluating programs.

**C. Program Employee Qualifications**

- i. Program Employees will be part-time or temporary employees of the Parks and Recreation Department.
- ii. Program Employees working with children must be 18 years or older.
- iii. Program Employees should be able to consistently exhibit competency, good judgment, and self-control when working with children.

- iv. Program Employees must relate to children with courtesy, respect, tolerance, and patience.
- v. Program Employees must have current certification in first aid, Cardio Pulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) prior to the start of the Kids Zone Program.
- vi. Program Employees must pass a background check including testing for illegal substances.

**D. Program Employee's Responsibilities**

- i. Program Employees will be responsible for providing Participants with an environment in which they feel safe, enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.
- ii. Program Employees will be responsible for knowing and following all City, Departmental, and Program standards, policies and procedures that apply to the appropriate Kids Zone Program.
- iii. Program Employees must ensure that Participants are released only to a parent or an adult designed by the Parent(s)/Guardian(s). All Program sites will have a copy of the Department approved plan to verify the identity of a person authorized to pick up a Participant if that person is not known to the Program Employee.

**E. Training/Orientation**

- i. The Department is responsible for providing training and orientation to Program Employees in working with children and for specific job responsibilities.
- ii. Program Employees must be familiar with the Standards of Care for the Kids Zone Program operation as adopted by the City Council.
- iii. Program Employees must be familiar with the Program's policies including discipline, guidance, and release of Participants as outlined in the Parent Handbook.
- iv. Program Employees will be trained in appropriate procedures to handle emergencies.
- v. Program employees will be trained in areas including City, Departmental, and Program policies and procedures, provision of recreation activities, safety issues, and organization.
- vi. Program employees will be required to sign an acknowledgement that they received the required training.

**3. OPERATIONS**

**A. Staff-Participant Ratio**

- i. The standard ratio of Participants to Program Employee will be 12 to 1. In the event a Program Employee is unable to report to the Program site, a qualified replacement will be assigned.
- ii. Program Employees are responsible for being aware of the Participants' habits, interests, and special needs as identified by the Participants' Parent(s)/Guardian(s) during the registration process.

**B. Discipline**

- i. Program Employees will implement discipline and guidance in a consistent manner based on the best interests of program Participants.



- ii. There will be not cruel, harsh or corporal punishment or treatment.
- iii. Program Employees may use brief, supervised separation from the group, if necessary.
- iv. As necessary, Program Employees will initiate discipline reports to the Parent(s)/Guardian(s) of Participants. Parent(s)/Guardian(s) will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
- v. A sufficient number and/or severe nature of discipline reports as detailed in the Parent Handbook may result in a Participant being suspended from the Kids Zone Program.
- vi. In instances where there is a danger to Participants or Program Employees, offending Participants will be removed from the Kids Zone Program immediately.
- vii. Any Participant creating a nuisance, causing a disturbance, or creating an unsafe environment at any Program Site will be subject to expulsion from the site and possible arrest and legal action.

#### C. Programming

- i. Program Employees will attempt to provide activities for each group according to the Participants' ages, interests, and abilities. The activities must be appropriate to Participants' health, safety, and well-being. The activities also must be flexible and promote the Participants' emotional, social, and mental growth.
- ii. Program Employees will attempt to provide indoor and outdoor time periods that include:
  - a. alternating active and passive activities;
  - b. opportunity for individual and group activities; and
  - c. outdoor time each day, weather permitting.
- iii. Program Employees will be attentive and considerate of the Participants' safety on field trips and during any transportation provided by the Program.
  - a. During trips, Program Employees supervising Participants must have immediate access to emergency medical forms and emergency contact information for each Participant.
  - b. Program Employees must have a written list of the Participants in the group and must check the roll frequently.
  - c. Program Employees must have first aid supplies and a guide to first aid and emergency care available on field trips.

#### D. Communication

- i. Each Program Site will have access to a cell phone or telephone for use in contacting the Mansfield Activities Center or making emergency calls.
- ii. The Program Coordinator will make accessible the following telephone numbers to all Program Employees:
  - a. Mansfield ambulance or emergency medical services;

- b. Mansfield Police Department;
- c. Mansfield Fire Department;
- d. Mansfield Activities Center; and
- e. Number at which Parent(s)/Guardian(s) may be reached.

**E. Transportation**

- i. Before a Participant may be transported to and from City-sponsored activities, a medical form and waiver, completed by the Parent(s)/Guardian(s) of the Participant, must be filed with the Program Coordinator.
- ii. Before a Program Employee can drive a 15-passenger van that is transporting Participants, they must:
  - a. be at least 18 years of age with a valid Texas driver's license;
  - b. successfully pass a background check and drug test;
  - c. complete an online 15-passenger van safety training and keep the certificate of completion with employee's file;
  - d. complete one (1) hour of supervised driving time with a supervisor;
  - e. read the Mansfield Parks & Recreation Transportation Guide; and
  - f. complete department required training.

**4. FACILITY STANDARDS**

**A. Safety**

- i. Program Employees will inspect Program Sites daily to detect sanitation and safety concerns that might affect the health and safety of the Participants.
- ii. Buildings, grounds, and equipment on the Program Site will be inspected, cleaned, repaired, and maintained to protect the health of the participants.
- iii. Program equipment and supplies must be safe for the Participants' use.
- iv. Program Employees must have first aid supplies readily available at each site, during transportation to an off-site activity, and for the duration of any off-site activity. Program Employees must have an immediately accessible guide to first aid and emergency care.
- v. Program air conditioners, electric fans, and heaters must be mounted out of Participants' reach or have safeguards that keep Participants from being injured.
- vi. Program porches and platforms more than 30 inches above the ground must be equipped with railings Participants can reach.
- vii. All swing seats and Program Sites must be constructed of durable, lightweight, relatively pliable material.

## B. Fire

- i. In case of fire, danger of fire, explosion, or other emergency, Program Employee's first priority is to evacuate the Participants to a designated safe area.
- ii. The Program Site will have an annual fire inspection by the local Fire Department personnel, and the resulting report will detail any safety concerns observed. The report will be forwarded to the Activities Center Manager who will review and establish deadlines and criteria for compliance.
- iii. Each Program Site must have at least one fire extinguisher approved by the Fire Marshal readily available to all Program Employees. All Program Employees will be trained in the proper use of fire extinguishers and their location.
- iv. Fire drills will be initiated at Program Sites based on the following schedule:
  - a. Day Camp Program: A fire drill twice during the summer.
  - b. After School Program: A fire drill once during the fall semester and once during the spring semester.

## C. Health

- i. Illness or Injury
  - a. A Participant who is considered to be a health or safety concern to other Participants or Program Employees will not be admitted to any Kids Zone Program.
  - b. Illnesses and injuries will be handled in a manner to protect the health of all participants and employees.
  - c. Program Employees will follow plans to provide emergency care for injured Participants with symptoms of an acute illness as specified in the Parent Handbook.
  - d. Program Employees will follow the recommendations of the Texas Department of Health concerning the admission or readmission of any Participant after a communicable disease.
- ii. Program Employees will administer medication only if:
  - a. Participant is registered for Kids Zone Day Camp or Kids Day Off.
  - b. Parent(s)/Guardian(s) complete and sign a medication form that provides authorization for staff to dispense medication with details as to time and dosages for prescription and non-prescription medication. The form will include a hold harmless clause to protect the City.
  - c. Prescription medications are in the original containers labeled with the Participant's name, a date, directions, and the physician's name. Program Employees will administer the medication only as stated on the label. Program Employees will not administer medication after the expiration date.
  - d. Non-prescription medications are labeled with the Participant's name and the date the medication was brought to the appropriate Kids Zone Program. Non-prescription medication must be in the original container. Program Employees will administer it only according to label directions.

- e. Medication dispensed will be limited to routine oral ingestion not requiring special knowledge or skills on the part of Program employees. No injections will be administered by the Program Employees.
  - f. Program Employees must ensure medications are inaccessible to Participants.
- iii. Toilet Facilities
  - a. The Program Site will have indoor toilets located and equipped so Participants can use them independently and Program Employees can supervise as needed.
  - b. There must be one flush toilet for every 30 children. Urinals may be counted in the ratio of toilets to children, but they must not exceed 50% of the total number of toilets.
- iv. Sanitation
  - a. The Program Site must have adequate light, ventilation, and heat.
  - b. The Program Site must have an adequate supply of water meeting the standards of the Texas Department of Health for drinking water and ensure that it will be supplied to the Participants in a safe and sanitary manner.
  - c. Program Employees must see that garbage is removed from buildings daily.

Reviewed 12/7/21



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 21-4452

**Agenda Date:** 1/24/2022

**Version:** 2

**Status:** Second Reading

**In Control:** City Council

**File Type:** Ordinance

### Agenda Number:

#### Title

Ordinance - Public Hearing Continuation and Second and Final Reading of an Ordinance Approving a Change of Zoning from C-2, Community Business District, and 2F, Two-Family Residential District, to PD, Planned Development District, for Warehouse/Distribution Uses on Approximately 19.99 Acres out of the F.B. Waddell Survey, Abstract No. 1658, Tarrant County, TX, Located on the South Side of Mouser Way, Approximately 2,000 Feet East of FM 157 and Approximately 1,550 Feet West of U.S. 287; Gary Riner of FRS Design Group, Inc. (Architect) and Bill Baird of Baird, Hampton & Brown, Inc. (Engineer) on Behalf of Pete Shopp of Mouser Electronics, Inc. (Owner/Developer) (ZC#21-017)

#### Requested Action

To consider the subject zoning change request.

#### Recommendation

##### 1st Reading

The City Council held a public hearing and first reading on January 10, 2022 and voted 7-0 to approve. There was discussion regarding buffering from residential areas, projected volume and distribution of truck traffic, purpose of expansion, hours of operation, potential improvements to the intersection of US 287 and Mouser Way, and the pedestrian bridge connecting the two buildings. The applicant has not made any changes to the plans.

##### Planning and Zoning Commission Recommendation

The Planning and Zoning Commission held a public hearing on Monday, December 6, 2021 and voted 7-0 to recommend approval with the condition that: (1) a study be conducted relating to the possible extension of the right-turn lane from southbound U.S. 287 to westbound Mouser Way; and (2) the applicant consider increasing the vertical clearance of the pedestrian bridge from 16' to 19.5'. There was also discussion about traffic circulation, traffic studies, sidewalks, underground detention, economic impact, business operations and employee shifts, and the anticipated development schedule.

##### Staff Recommendation

Staff recommends approval.

#### Description/History

*Existing Use:* Vacant land with storage barn

*Existing Zoning:* C-2, Community Business District and 2F, Two-Family Residential



District

*Land Use Plan:* Sub-Area 3

*Surrounding Land Use & Zoning:*

North - Mouser Way; vacant land (PD, Planned Development District) across the street

South - Single-family residential (SF-7.5/12, Single-Family Residential District and PD, Planned Development District)

East - Vacant land with drill site (SF-12/22, Single-Family Residential District)

West - Warehouse/distribution/office (PD, Planned Development District) and single-family residential (SF-7.5/12, Single-Family Residential District)

*Thoroughfare Plan Specification:*

Mouser Way - major collector (four-lane undivided)

**Synopsis**

The requested PD, Planned Development District zoning designation is to accommodate the expansion of the adjacent Mouser Electronics facility. The plans adhere to the typical requirements for commercial and light industrial land uses, are compatible with surrounding properties, and are consistent with the Land Use Plan.

**Staff Analysis**

The subject property consists of 19.99 acres of mostly vacant land with a storage barn. The applicant is requesting to rezone the property from C-2, Community Business District, and 2F, Two-Family Residential District, to PD, Planned Development District, for warehouse/distribution uses to accommodate the expansion of the adjacent Mouser Electronics headquarters facility.

Development Plan

The proposed Development Plan will include one single-story 413,780 sq. ft. warehouse/distribution building as part of the initial phase. A future second phase (approximately 4-5 years after Phase 1) will add 188,487 sq. ft. of building area. The new building will be connected to the existing facility to the west via an overhead pedestrian bridge. When combined with the existing building, the facility will include over 1.2 million square feet of warehouse space and 131,305 sq. ft. of office space. The new building will be located at least 100 to approximately 200 feet from existing single-family residential properties in compliance with the residential proximity requirements. Receiving docks will be located on the east and south sides of the building and electrical yards will be located on the northeast and southwest corners of the new building. Trash compactors will also be located in the truck dock area. All equipment will be screened in accordance with the Code of Ordinances.

A new parking lot will be located on the north side of the building and will connect to the existing parking lots to the west. Also, 626 new parking spaces will be provided with this expansion. When combined with the existing parking areas, a total of 1,841 parking spaces will be provided, which exceeds the 932 spaces that are required for the combination of uses and total building area.

### Access and Circulation

Access to the new facility will utilize the four existing access points along Mouser Way and the three existing access points on North Main Street; access to the facility will remain gated. Full circulation will be provided around the new building, including an access drive that will run between the existing building and the new building underneath the pedestrian bridge (which will have 19.5 feet of vertical clearance to meet Fire Department and TXDOT requirements). To accommodate pedestrians, the sidewalk along Mouser Way will be extended along the frontage of the development.

### Elevations and Perspectives

Elevations have been provided for the new building, which show concrete tilt wall panels to match the existing building. In addition, to match the existing building, projection elements with windows will be provided at regular intervals along the north elevation (facing Mouser Way), as well as vertical banding accents painted to match the existing accents. The pedestrian bridge will include a steel structure with metal panels to match the concrete panels. The truck dock area will include a screening wall to screen the docks and equipment yard from Mouser Way.

### Landscaping and Screening

Landscaping and screening will be provided as shown on the Landscape Plan. In accordance with those requirements, a 20 foot landscape setback will be provided along Mouser Way with live oak trees planted at 40 foot intervals; a six (6) foot tall ornamental metal fence matching the existing fence will provide additional screening. A mix of live oak and red oak trees will be provided in landscape buffers along the south side of the property (adjacent to the single-family residential development). In addition, an eight (8) foot tall screening wall will be provided adjacent to the existing single-family homes. Along the east property line, live oak trees will be planted at 25 foot intervals. The applicant notes that Mouser is in the process of acquiring the property to the east for future expansion. If the acquisition does not take place and the property remains residentially zoned, the applicant has noted that a screening wall will be provided in accordance with Section 155.092 of the Code of Ordinances. Trees will also be provided throughout the parking lot and at the entrance to the building, which will also including a patio area.

### Signage

The applicant has noted on the Development Plan that all signage will follow the typical standards applicable to C-2, Community Business District.

### Land Use Plan

The subject property is located in Sub-Area 3 of the City's Official Land Use Plan. The Plan encourages the expansion of industrial uses in areas already zoned for such and notes that there are some pockets of residentially zoned land that are inconsistent with existing land use patterns, such as the land east of Mouser extending out to U.S. Highway 287 (which includes the subject property). In addition, the Plan recommends that developers provide the proper buffering adjacent to existing single-family uses.

### Summary

The proposed plan will provide for the expansion of the existing Mouser Electronics Headquarters, providing an additional 600,000 sq. ft. of warehouse/distribution space, receiving docks, over 600 new parking spaces, new drive aisles around the building, the extension of the sidewalk along Mouser Way, and landscaping and screening that adhere to the City's requirements and buffer and screen the property from surrounding properties and streets. The new building will provide concrete tilt wall panels with projection features to match the existing building, receiving docks that are screened from view, and a pedestrian bridge to connect the new building to the existing building. Any new signage will comply with the typical requirements for C-2, Community Business District.

**Prepared By:**

Andrew Bogda, Planner  
(817) 276-4287

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING CHAPTER 155 OF THE CODE OF ORDINANCES, "ZONING," OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR WAREHOUSE AND DISTRIBUTION USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Planning and Zoning Commission and the governing body of the City of Mansfield, Texas, in compliance with the laws of the State of Texas with reference to the amendment of Chapter 155 of Code of Ordinances, "Zoning," have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing opportunity to all property owners generally and to owners of the affected properties, the governing body of the City is of the opinion and finds that Chapter 155 of the Code of Ordinances, "Zoning," and Zoning Map should be amended.

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:**

**SECTION 1.**

That Chapter 155 of the Code of Ordinances, "Zoning" of the City of Mansfield, Texas, be, and the same is hereby, amended by amending the Zoning Map of the City of Mansfield, to give the hereinafter described property a new zoning district classification of PD, Planned Development; said property being described in Exhibit "A" attached hereto and made a part hereof for all purposes.

**SECTION 2.**

That the use and development of the hereinabove described property shall be in accordance with the development plan shown on Exhibits "B - D" attached hereto and made a part hereof for all purposes.

**SECTION 3.**

That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 4.**

That the above described properties shall be used only in the manner and for the purposes provided for in the Chapter 155 of the Code of Ordinances, "Zoning," of the City, as amended herein by the granting of this zoning classification.

**SECTION 5.**

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of Chapter 155 of the Code of Ordinances, "Zoning," as a whole.

**SECTION 6.**

Any person, firm or corporation violating any of the provisions of this ordinance or Chapter 155 of the Code of Ordinances, "Zoning," as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Mansfield, Texas, shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 7.**

This ordinance shall take effect immediately from and after its passage on third and final reading and the publication of the caption, as the law and charter in such cases provide.

**FIRST READING APPROVED ON THE 10<sup>TH</sup> DAY OF JANUARY, 2022.**

**DULY PASSED ON THE SECOND AND FINAL READING BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THIS 24<sup>TH</sup> DAY OF JANUARY, 2022.**

\_\_\_\_\_  
**Michael Evans, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Susana Marin, City Secretary**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Drew Larkin, City Attorney**



**Metes and Bounds Description**  
**855,571 square feet or 19.641 Acres**  
**F.B. Waddell Survey, Abstract No. 1658**  
**City of Mansfield, Tarrant County, Texas**

**BEING** a 19.641 acre tract of land situated within the F.B. Waddell Survey, Abstract Number 1658, City of Mansfield, Tarrant County, Texas and being all of a tract of land as described by deed to Mouser Electronics, Inc., as recorded in Document Number D216236513, of the Deed Records of Tarrant County Texas (D.R.T.C.T.) and being more particularly described by metes and bounds as follows: (Bearings referenced to U.S. State Plane Grid 1983 - Texas North Central Zone (4202) NAD83 as established using GPS Technology in conjunction with the RTK Cooperative Network, all distances at ground)

**BEGINNING** at a found 3/8 inch iron rod for the southeast corner of Lot 1, Northridge Park North Subdivision, an addition to the City of Mansfield, Tarrant County, Texas as shown on plat recorded in Volume 388-176, Page 52, of the Plat Records of Tarrant County, Texas (P.R.T.C.T.), same being in the northwesterly line of Northridge Addition Second Section, an addition to the City of Mansfield, Tarrant County, Texas as shown on plat recorded in Volume 388-74, Page 28, P.R.T.C.T., and being the southwest corner of the said Mouser tract;

**THENCE** North 30°05'37" West, with the common line between the said Mouser tract and the said Northridge Park North Subdivision plat, passing a found 5/8 inch iron rod at a distance 360.00 feet for the northeast corner of the said Northridge Park North Subdivision plat, same being the southeast corner of Lot 1R, Block 1, Electronics Addition, an addition to the City of Mansfield, Tarrant County, Texas as shown on plat recorded in Instrument Number D214164756, P.R.T.C.T., and now continuing with the common line between the said Mouser tract and said Lot 1R, in all for a total distance of 1331.07 feet to a found 1/2 inch iron rod for the northeast corner of said Lot 1R, same being the northwest corner of the said Mouser tract, same being the southwest corner of a tract of land as described by deed to the City of Mansfield as a Permanent Right-Of-Way as recorded in Document Number D211261272, D.R.T.C.T.;

**THENCE** North 59°42'39" East, with the common line between the said City of Mansfield Permanent Right-Of-Way tract and the said Mouser tract, a distance of 645.87 feet to a found 1/2 inch iron rod for the northeast corner of the said Mouser tract, same being the southeast corner of the said City of Mansfield as a Permanent Right-Of-Way tract, same being the northwest corner of a tract of land as described by deed to Walter V. Overstreet and wife, Doris M. Overstreet as recorded in Volume 4883, Page 58, D.R.T.C.T.;

**THENCE** South 30°05'37" East, with the common line between the said Mouser tract and the said Walter V. Overstreet and wife, Doris M. Overstreet tract, a distance of 1318.30 feet to a found X-Tie corner post for the southeast corner of the said Mouser tract, same being the southwest corner of the said Walter V. Overstreet and wife, Doris M. Overstreet tract, a found 1/2 inch iron rod bears South 30°05'37" East, a distance of 1.84 feet;

**THENCE** South 58°34'42" West, a distance of 646.04 feet to the **POINT OF BEGINNING** and containing 855,571 square feet or 19.641 acres of land more or less.

SURVEYOR'S CERTIFICATION

I, Toby G. Stock, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground. Further, this survey conforms to the general rules of procedures and practices of the most current Texas Engineering and Land Surveying Practice Acts and Rules Concerning Practice and Licensure.

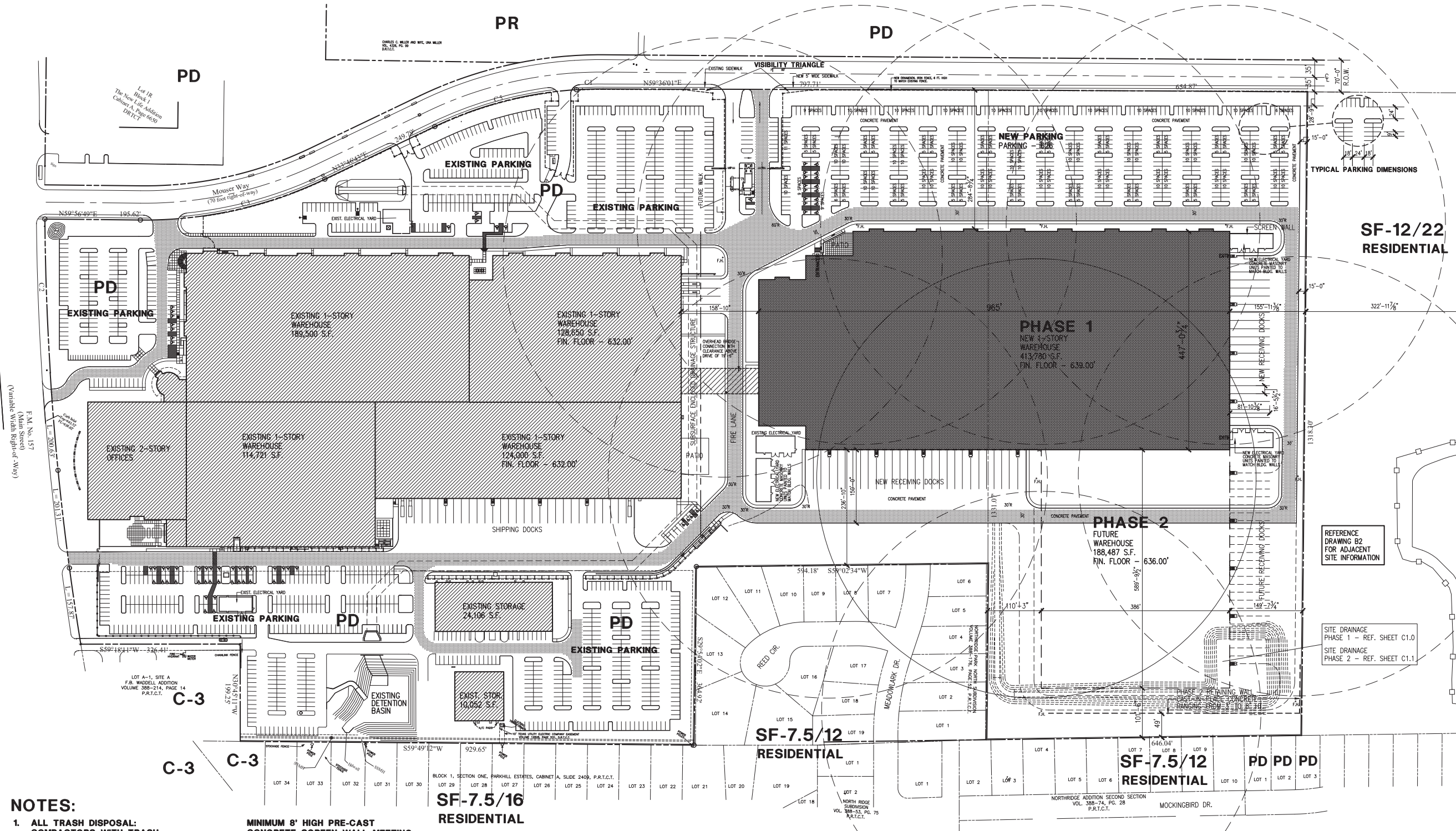


6300 Ridglea place, Suite 700, Fort Worth, TX 76116  
 jmgotta@bhinc.com • 817.338.1277 • bhinc.com  
 TBPE Firm #44 • TBPLS FIRM #10011300

  
 Toby G. Stock  
 State of Texas Registered Professional Land Surveyor  
 RPLS No. 6412

Date: October 13, 2021





## PROJECT TEAM:

OWNER:  
**MOUSER ELECTRONICS**  
1000 NORTH MAIN STREET  
MANSFIELD, TEXAS 76063  
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Contact:  
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**MOUSER ELECTRONICS**  
DISTRIBUTION AND ASSEMBLY FACILITY  
A PHASED APPROACH TO PROPOSED EXPANSION  
1000 NORTH MAIN STREET MANSFIELD, TEXAS 76063

LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
CABINET A, PAGE 11198 PRCT  
AND  
REMAINDER OF DANNY RAY SCHMIDT  
INSTRUMENT NO. D206018738 DRTCT  
ACREAGE BEING REZONED - 19.99  
TOTAL ACREAGE OF DEVELOPMENT - 67.573

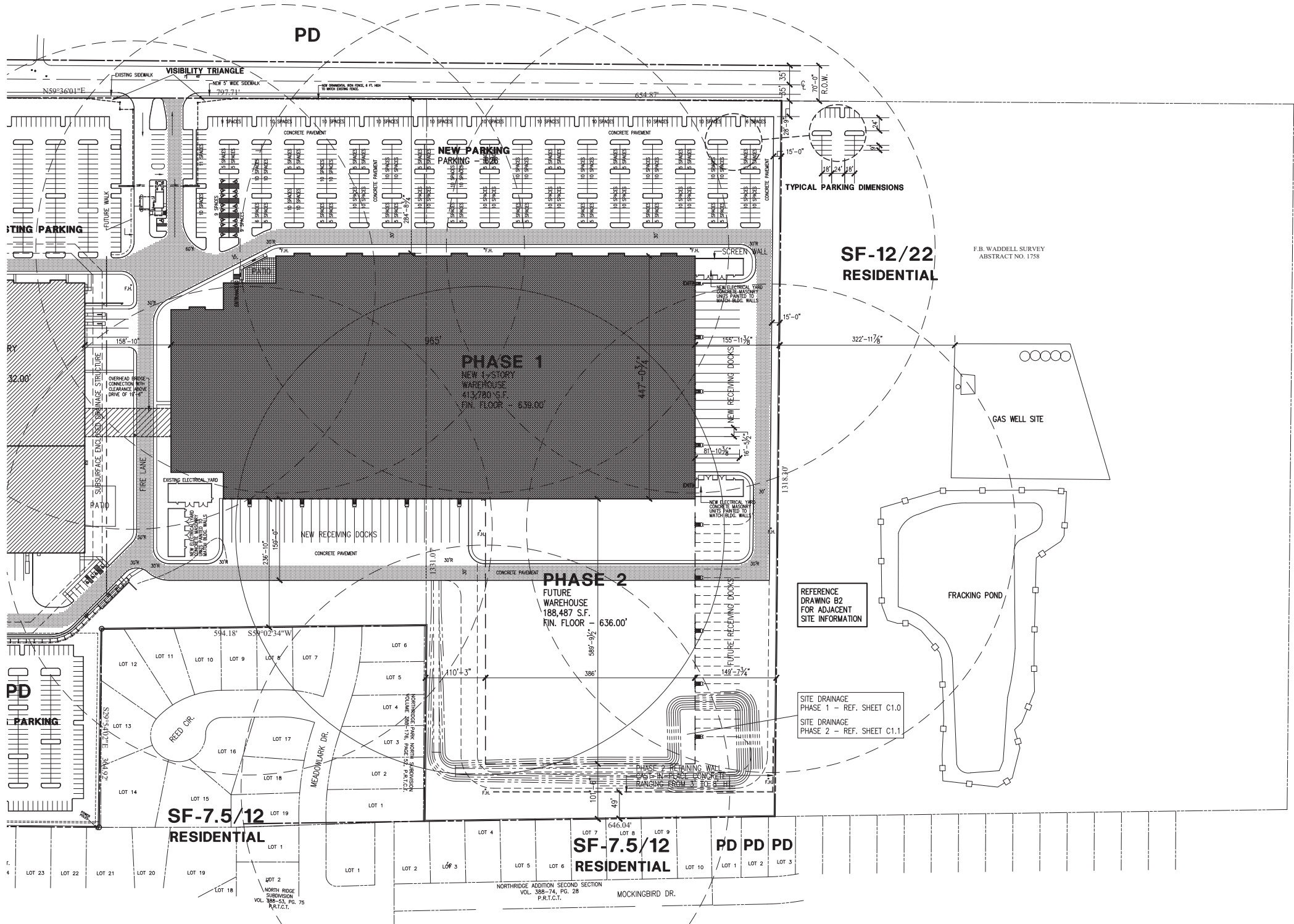
PROJECT NO.: 21013  
TITLE:

DATE: September 6, 2021  
Revised January 4, 2022  
SHEET:

**Exhibit B1**

FRS DESIGN GROUP

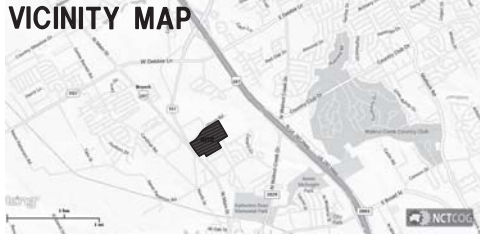




DEVELOPMENT PLAN



VICINITY MAP



CASE NO. ZC#21-017

**PROJECT TEAM:**

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**MOUSER ELECTRONICS**

**DISTRIBUTION AND ASSEMBLY FACILITY**  
 A PHASED APPROACH TO PROPOSED EXPANSION  
 1000 NORTH MAIN STREET MANSFIELD, TEXAS 76063

LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
 CABINET A, PAGE 11198  
 AND  
 REMAINDER OF DANNY RAY SCHMIDT  
 INSTRUMENT NO. D206018738  
 DRCT  
 ACREAGE BEING REZONED - 19.99  
 TOTAL ACREAGE OF DEVELOPMENT - 67.573

PROJECT NO.: 21013

TITLE:

DATE: September 6, 2021  
 Revised January 4, 2022

**Exhibit B2**

FRS DESIGN GROUP

## PROJECT TEAM:

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**MOUSER**  
ELECTRONICS  
DISTRIBUTION AND ASSEMBLY FACILITY  
A PHASED APPROACH TO PROPOSED EXPANSION  
1000 NORTH MAIN STREET MANSFIELD, TEXAS 76063

LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
CABINET A, PAGE 11198 PRCT  
AND  
LOT 2, BLOCK 2 THE NEW LIFE ADDITION  
CABINET A, PAGE 6650 PRCT  
AND  
REMAINDER OF DANNY RAY SCHMIDT  
INST. NO. D206018738 DRTCT  
PROJECT NO.: 21013

TITLE:

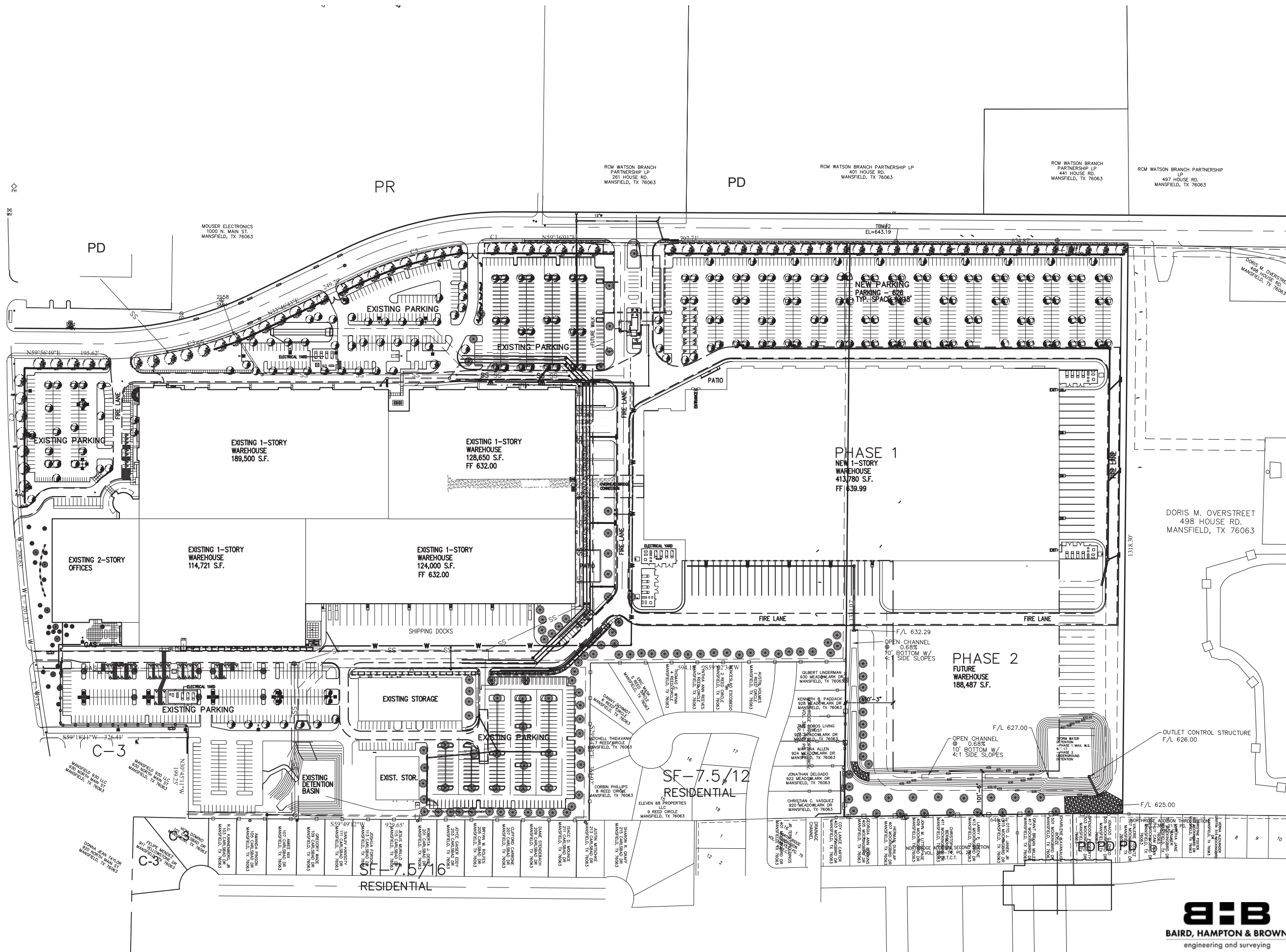
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December 29, 2021

ADJOINING  
OWNERSHIP

C1.5

FRS DESIGN GROUP

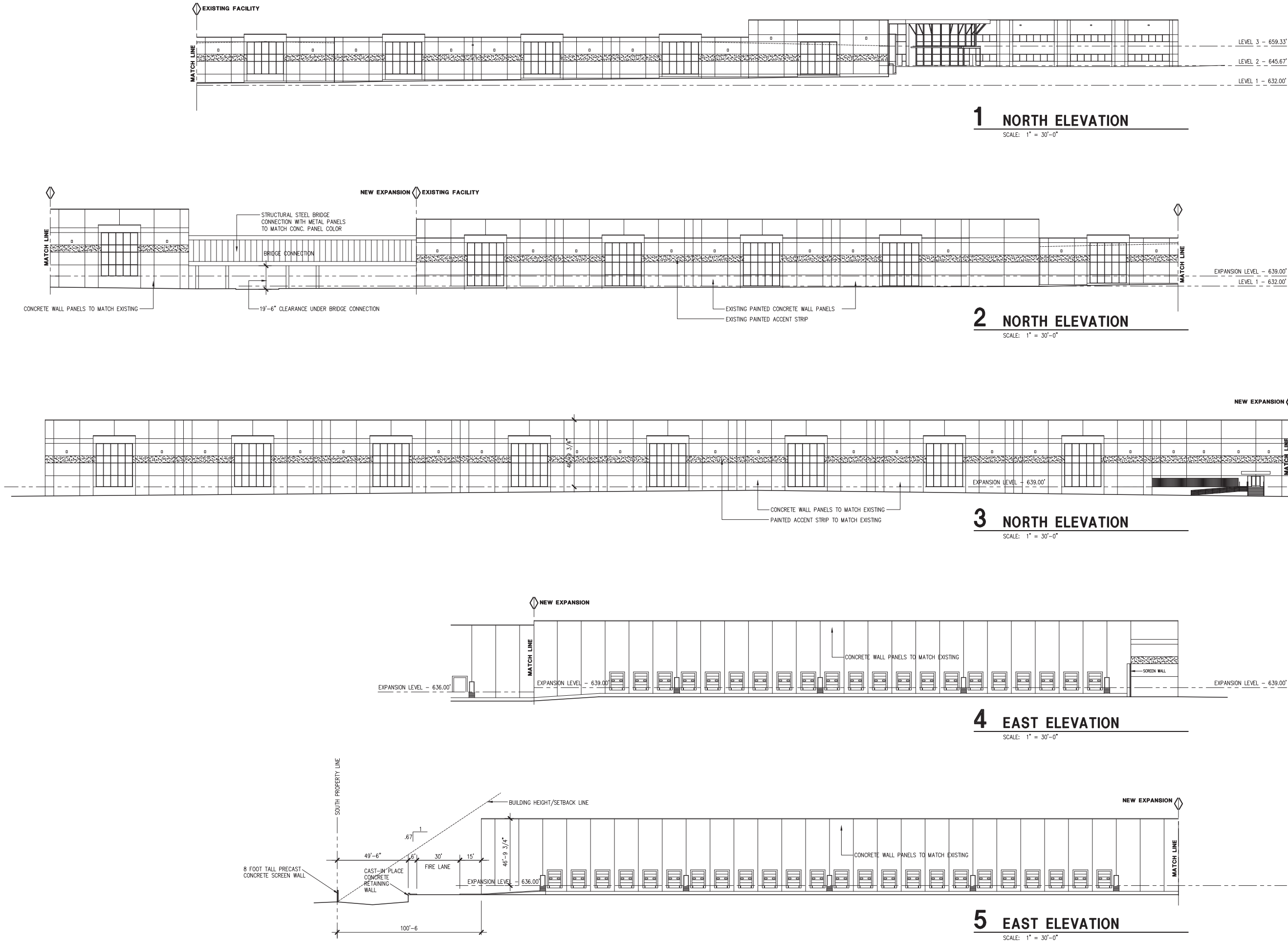


KEY PLAN  
NOT TO SCALE

**BHB**  
BAIRD, HAMPTON & BROWN  
engineering and surveying

6300 Ridglea Place, Suite 700 Fort Worth, TX 76116  
mail@bhbinc.com • 817-338-1277 • bhbinc.com  
TBPE Firm #44 • TBPLS FIRM #10011300  
BHB PROJECT # 2021.141.000





PROJECT TEAM:

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PROJECT NO.: 21013

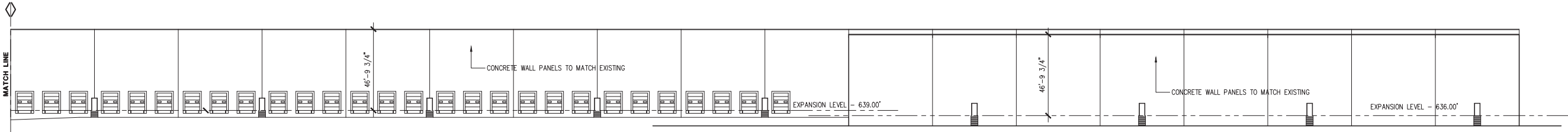
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**EXTERIOR ELEVATIONS**

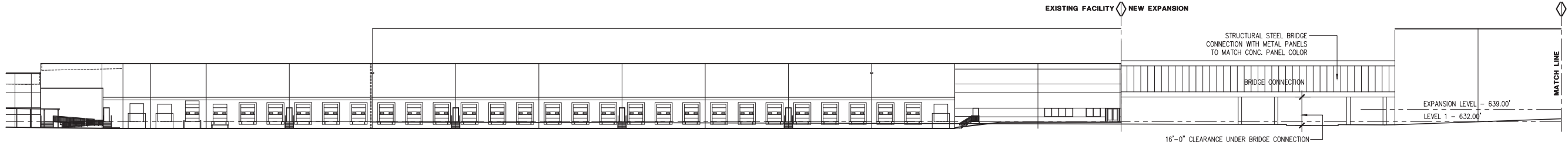
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Revised December 29, 2021

**Exhibit C1**  
FRS DESIGN GROUP

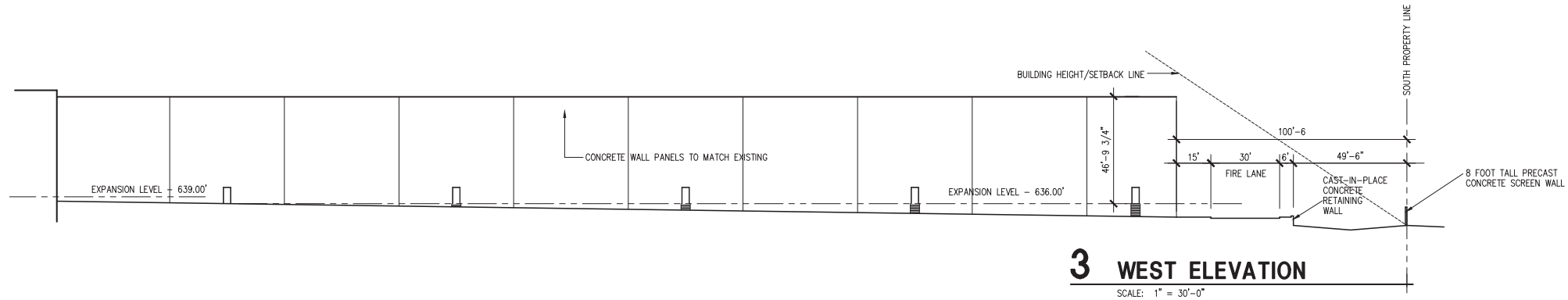




**1 SOUTH ELEVATION**  
SCALE: 1" = 30'-0"



**2 SOUTH ELEVATION**  
SCALE: 1" = 30'-0"



**3 WEST ELEVATION**  
SCALE: 1" = 30'-0"

PROJECT TEAM

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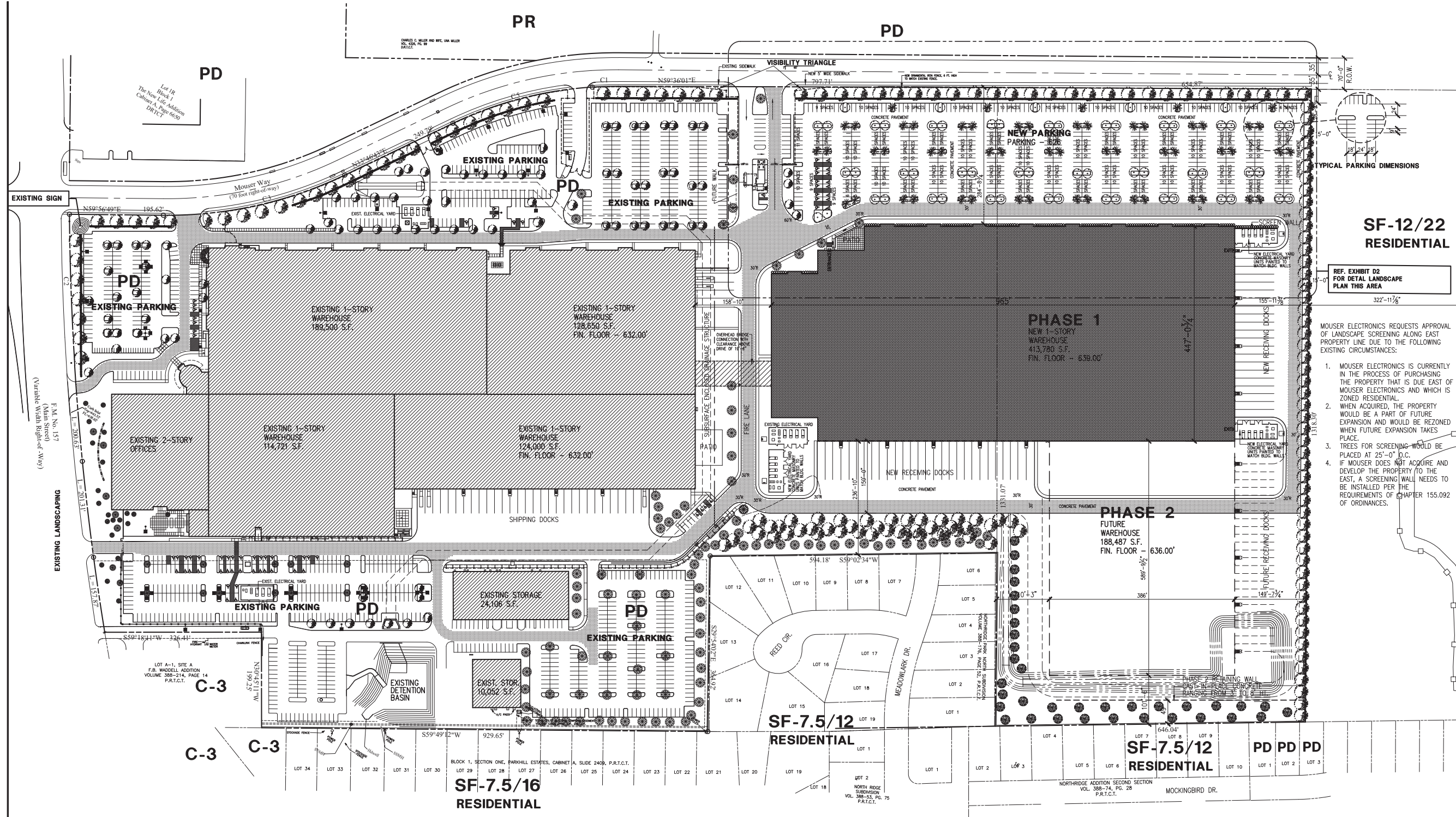
**MOUSER**  
ELECTRONICS  
DISTRIBUTION AND ASSEMBLY FACILITY  
A PHASED APPROACH TO PROPOSED EXPANSION  
1000 NORTH MAIN STREET MANSFIELD, TEXAS 76063

LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
CABINET A, PAGE 11198  
AND  
REMAINDER OF DANNY RAY SCHMIDT  
INSTRUMENT NO. D206018738 DRTCT  
ACREAGE BEING REZONED - 19.99  
TOTAL ACREAGE OF DEVELOPMENT - 67.573  
PROJECT NO.: 21013

TITLE:  
**EXTERIOR ELEVATIONS**

DATE: September 6, 2021  
Revised December 29, 2021

**Exhibit**  
**C2**  
FRS DESIGN GROUP



LANDSCAPE REQUIREMENTS							
LOCATION	AREA	TREES REQUIRED	QUANTITY	COMMON NAME	SIZE	SPACING	SYMBOL
MOUSER WAY LANDSCAPE SETBACK	1,075 FT. X 20 FT.	27 (1 PER 40')	27	LIVE OAK	3" CAL.	VARIES	
PARKING LOT PERIMETER SCREENING				DWARF BURFORD HOLLY	3 GAL.	3' O.C.	
MOUSER WAY PARKING AREA	626 SPACES	63 (1 PER 10)	33	CHINESE PISTACHIO	3" CAL.	VARIES	
			33	CEDAR ELM	3" CAL.	VARIES	
BORDER TREES	1006 LINEAR FEET		34	RED OAK	3" CAL.	30' O.C.	
EAST SCREENING TREES	1380 LINEAR FEET		55	LIVE OAK	3" CAL.	25' O.C.	
SOUTH DOCK AREA TREES	48,000 S.F.		65	LIVE OAK	3" CAL.	VARIES	

OVERALL LANDSCAPE PLAN



VICINITY MAP



CASE NO. ZC#21-017

**PROJECT TEAM:**

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**REGISTERED ARCHITECT**  
**GARY RINER**  
3846  
STATE OF TEXAS  
10-21-2021

**MOUSER ELECTRONICS**  
DISTRIBUTION AND ASSEMBLY FACILITY  
A PHASED APPROACH TO PROPOSED EXPANSION  
1000 NORTH MAIN STREET MANSFIELD, TEXAS 76063

LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
CABINET A, PAGE 11198 PR.T.C.T.  
AND  
REMAINDER OF DANNY RAY SCHMIDT  
INSTRUMENT NO. D206018738 DR.TCT  
ACREAGE BEING REZONED - 19.99  
TOTAL ACREAGE OF DEVELOPMENT - 67.573  
PROJECT NO.: 21013  
TITLE:

DATE: September 6, 2021  
Revised January 4, 2022

**Exhibit D1**  
FRS DESIGN GROUP





PROJECT TEAM:

OWNER:  
**MOUSER ELECTRONICS**  
1000 NORTH MAIN STREET  
MANSFIELD, TEXAS 76063  
TELEPHONE: (817) 804-3888  
FACSIMILE: (817) 804-3899  
Contact:  
Pete Shopp - pete.shopp@mouser.com

ARCHITECT:  
**FRS DESIGN GROUP, INC.**  
ARCHITECTURE/PLANNING/INTERIORS  
P.O. BOX 162508  
FORT WORTH, TEXAS 76161  
TELEPHONE: (817) 338-1277  
FACSIMILE: (817) 334-0556  
Contact:  
Gary Riner - gary.riner@frsgroup.com

STRUCTURAL ENGINEERING:  
**FRANK W. NEAL & ASSOCIATES**  
1015 WEST BROADWAY  
FORT WORTH, TEXAS 76104  
TELEPHONE: (817) 332-1944  
FACSIMILE: (817) 338-8620  
Contact:  
Kevin Goodman - kgoodman@fwna-eng.com

CIVIL AND MEP ENGINEERING:  
**BAIRD, HAMPTON & BROWN, INC.**  
6300 RIDGLEA PLACE, SUITE 700  
FORT WORTH, TEXAS 76116  
TELEPHONE: (817) 338-1277  
FACSIMILE: (817) 338-9245  
Contact:  
Bill Baird - bbaird@bhinc.com

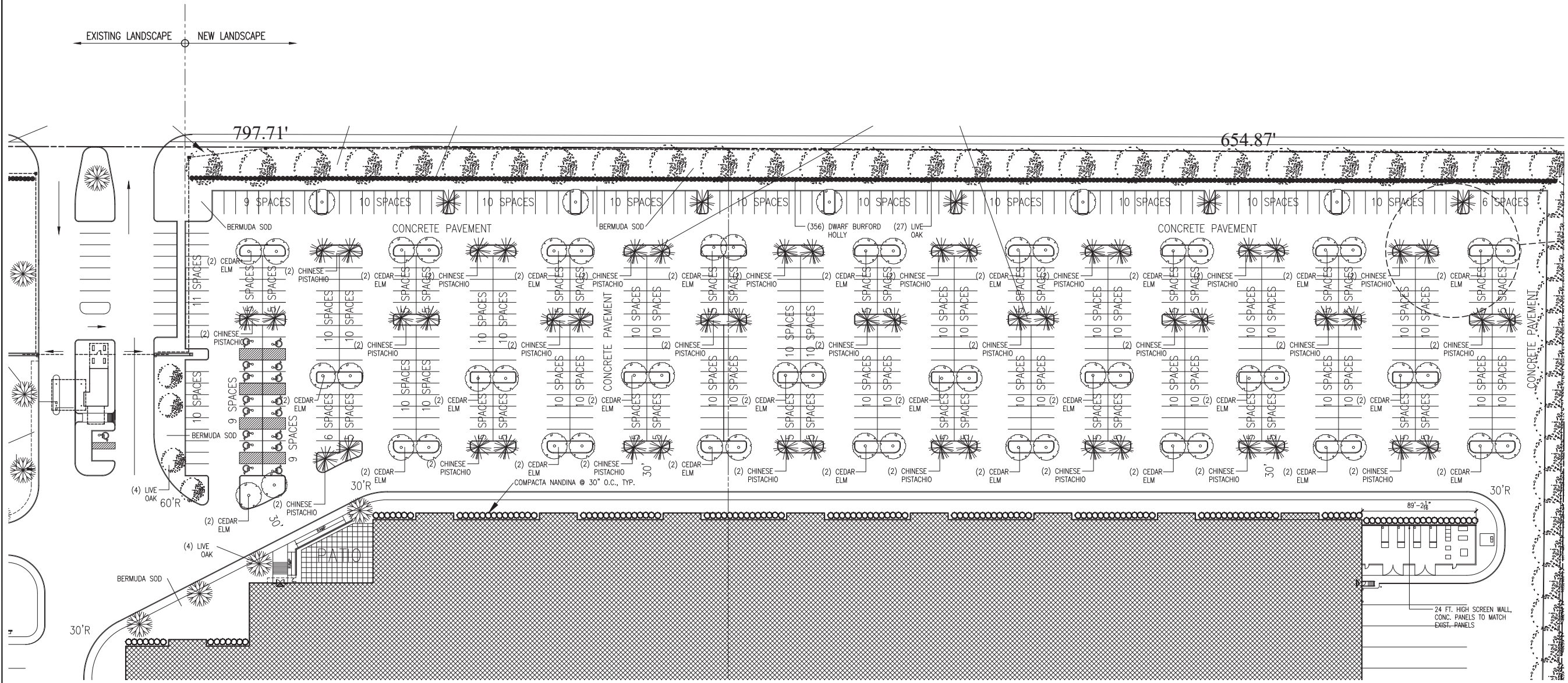


**MOUSER**  
ELECTRONICS  
DISTRIBUTION AND ASSEMBLY FACILITY  
A PHASED APPROACH TO PROPOSED EXPANSION  
1000 NORTH MAIN STREET    MANSFIELD, TEXAS 76063

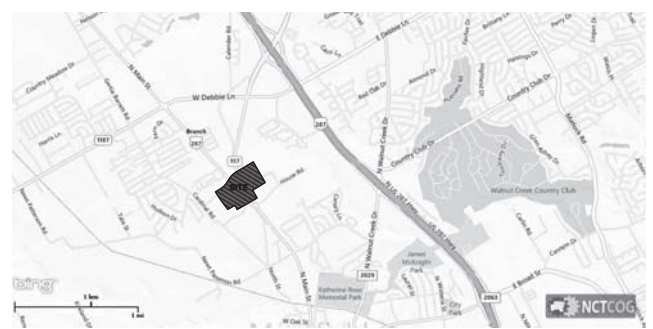
LOT 1R, BLOCK 1 ELECTRONICS ADDITION  
CABINET A, PAGE 11198    PRCT  
AND  
REMAINDER OF DANNY RAY SCHMIDT  
INSTRUMENT NO. D206018738    DRTCT  
ACREAGE BEING REZONED - 19.99  
TOTAL ACREAGE OF DEVELOPMENT - 67.573  
PROJECT NO.: 21013  
TITLE:

DATE: September 6, 2021  
Revised January 4, 2022  
SHEET:


**Exhibit D2**  
FRS DESIGN GROUP





PLANTING SCHEDULE			
SYMBOL	COMMON NAME	SIZE	SPACING
	LIVE OAK	3" CAL.	VARIES
	RED OAK	3" CAL.	VARIES
	CHINESE PISTACHIO	3" CAL.	VARIES
	CEDAR ELM	3" CAL.	VARIES
	DWARF BURFORD HOLLY	3 GAL.	3' O.C.
	COMPACT NANDINA	5 GAL.	30" O.C.




**ENLARGED LANDSCAPE PLAN**

 EXISTING BUILDINGS

 NEW ADDITIONS



SCALE: 1" = 40'



CASE NO. ZC#21-017



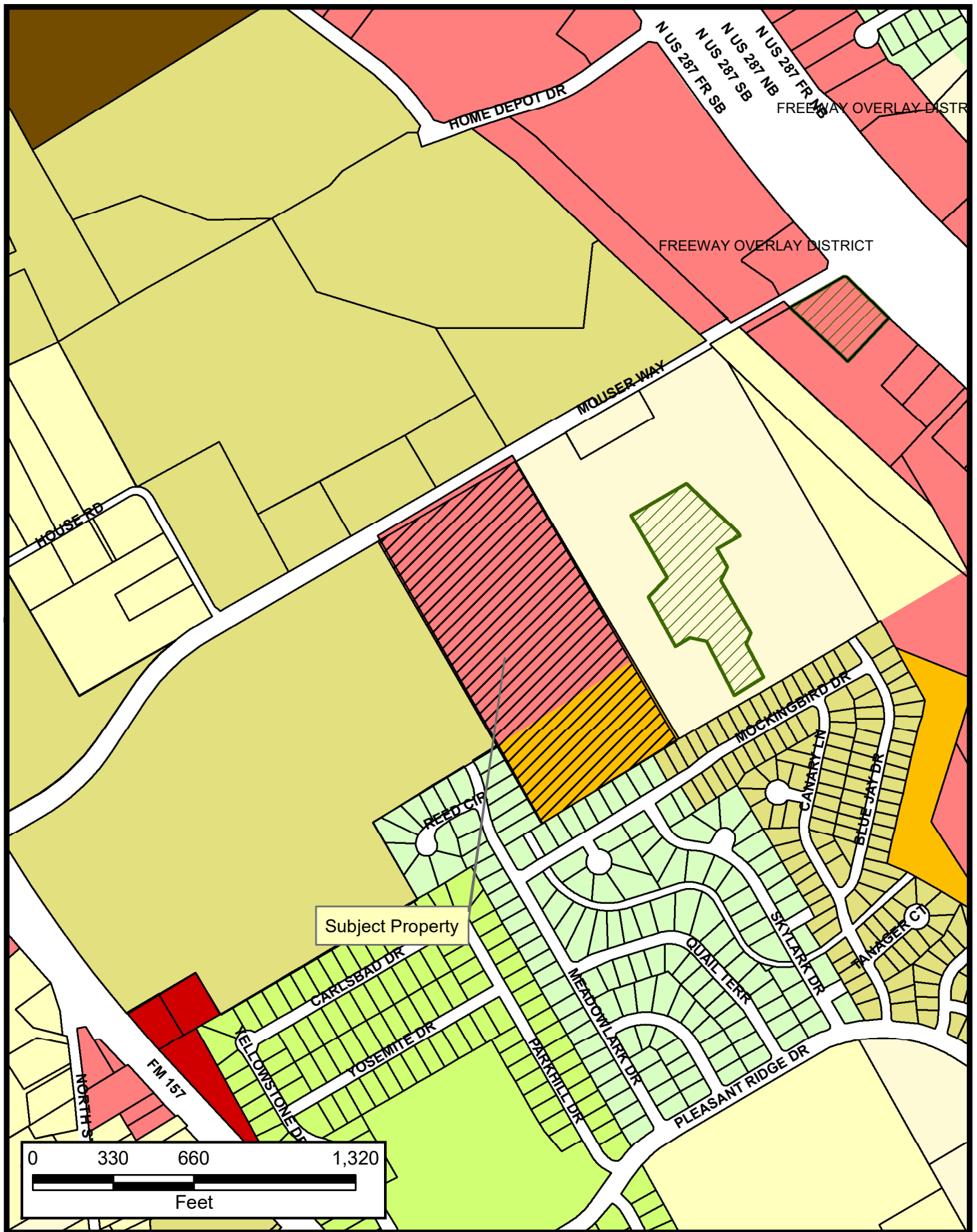


**ZC#21-017**

This information is for illustrative purposes only. Not for design or development purposes. Site-specific studies may be required to obtain accurate feature locations. Every effort is made to ensure the information displayed here is accurate; however, the City of Mansfield makes no claims to its accuracy or completeness.

11/22/2021







# Property Owner Notification for ZC#21-017

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
			*** NO ADDRESS ***	*** NO CITY ***	* NO ZIP *
			*** NO ADDRESS ***	*** NO CITY ***	* NO ZIP *
CALLENDER, SIDNEY S SURVEY	A 359	RCM WATSON BRANCH PARTNERS LP	909 LAKE CAROLYN PKWY SUITE 15	IRVING, TX	75039
CALLENDER, SIDNEY S SURVEY	A 359	RCM WATSON BRANCH PARTNERS LP	909 LAKE CAROLYN PKWY SUITE 15	IRVING, TX	75039
CALLENDER, SIDNEY S SURVEY	A 359	RCM WATSON BRANCH PARTNERS LP	909 LAKE CAROLYN PKWY SUITE 15	IRVING, TX	75039
CALLENDER, SIDNEY S SURVEY	A 359	RCM WATSON BRANCH PARTNERS LP	909 LAKE CAROLYN PKWY SUITE 15	IRVING, TX	75039
ELECTRONICS ADDITION	BLK 1	MOUSER ELECTRONICS INC	1000 N MAIN ST	MANSFIELD, TX	76063-1514
NORTH RIDGE SUB (MANSFIELD)	BLK 15	VAZQUEZ, SANDY & S GARCIA	911 SKYLARK DR	MANSFIELD, TX	76063-1531
NORTH RIDGE SUB (MANSFIELD)	BLK 15	RAINONE, MICHELLE	906 MOCKINGBIRD CT	MANSFIELD, TX	76063-1545
NORTH RIDGE SUB (MANSFIELD)	BLK 15	JACKSON, KIMBELRY R GEORGE, RUSSELL D	7425 NOCONA DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 15	WILLIAMS, JESSICA & BRENNETH	400 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 16	BOOZE, CHARLENE KAVANAUGH	501 MOCKINGBIRD DR	MANSFIELD, TX	76063-1533
NORTH RIDGE SUB (MANSFIELD)	BLK 16	MILLER, BRYAN GRANT	417 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 16	JANEK, OTTO J JR	415 MOCKINGBIRD DR	MANSFIELD, TX	76063-1522
NORTH RIDGE SUB (MANSFIELD)	BLK 16	GREENE, LARRY P	413 MOCKINGBIRD DR	MANSFIELD, TX	76063-1522
NORTH RIDGE SUB (MANSFIELD)	BLK 16	BERGERON, CHRISTOPHER HALL, DIANE	1204 LAKE MEADOW PL	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 16	LITTLEPAGE, JOHN M & CLYDEL	409 MOCKINGBIRD DR	MANSFIELD, TX	76063-1522
NORTH RIDGE SUB (MANSFIELD)	BLK 16	DUNLAP, HERMAN & CHELSIE	407 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 16	BODKINS, GEORGIA ANN	405 MOCKINGBIRD DR	MANSFIELD, TX	76063-1522

Monday, November 22, 2021

Page 1 of 3

## Property Owner Notification for ZC#21-017

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
NORTH RIDGE SUB (MANSFIELD)	BLK 16	CARTER, COY LANCE	403 MOCKINGBIRD DR	MANSFIELD, TX	76063-1522
NORTH RIDGE SUB (MANSFIELD)	BLK 16	JR TERRY HOLDINGS LLC	7597 GIBSON CEMETERY RD	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK 9	HANNA, MELISSA SUNSHINE	500 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK A	GRIFFIN, VERNA ALEXANDER	515 MOCKINGBIRD DR	MANSFIELD, TX	76063-1533
NORTH RIDGE SUB (MANSFIELD)	BLK A	FOSTER, CHRISTINE & LAMICHAEL	513 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK A	WALKER, MARTHA JANE & HARVEY LEE	6700 THE OUTER AVE	LEANDER, TX	78641
NORTH RIDGE SUB (MANSFIELD)	BLK A	TRAN, THUY CAM	5117 YAUPON DR	ARLINGTON, TX	76018
NORTH RIDGE SUB (MANSFIELD)	BLK A	KOONTZ, VALERIE	507 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK A	CHICO, IGNACIO G	505 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK A	OPENDOOR PROPERTY TRUST I	410 N SCOTTSDALE RD STE 1600	TEMPE, AZ	85281
NORTH RIDGE SUB (MANSFIELD)	BLK B	VACCA, MICHAEL & CALINA	512 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK B	CLARK, JUDY L COTTER, DAVID COTTER, RENEE	510 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK B	ALLEN-BUXMAN, MARY BUXMAN, KIMBERLY	508 MOCKINGBIRD DR	MANSFIELD, TX	76063
NORTH RIDGE SUB (MANSFIELD)	BLK B	CANTU, ESTEBAN D & CYNTHIA	506 MOCKINGBIRD DR	MANSFIELD, TX	76063-1534
NORTH RIDGE SUB (MANSFIELD)	BLK B	FKH SFR PROPCO B-HLD LP	1850 PARKWAY PL STE 900	MARIETTA, GA	30067
NORTH RIDGE SUB (MANSFIELD)	BLK B	ALLEN, KENNETH C & BETTY C	502 MOCKINGBIRD DR	MANSFIELD, TX	76063-1534
NORTHRIDGE PARK SUBDV	BLK 1	LINDERMAN, GILBERT & MARGARET	24501 VIA MAR MONTE #83	CARMEL, CA	93923
NORTHRIDGE PARK SUBDV	BLK 1	PADDACK, KENNETH B & VALERIE	928 MEADOWLARK	MANSFIELD, TX	76063
NORTHRIDGE PARK SUBDV	BLK 1	HOLMES, AUSITN	814 OGDEN DR	ARLINGTON, TX	76001

## Property Owner Notification for ZC#21-017

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
NORTHRIDGE PARK SUBDV	BLK 1	J&R COBOS LIVING TRUST	1301 SE MCKINNEY	RICE, TX	75155
NORTHRIDGE PARK SUBDV	BLK 1	ALLEN, MARTINA	924 MEADOWLARK	MANSFIELD, TX	76063
NORTHRIDGE PARK SUBDV	BLK 1	DELGADO, JONATHAN & ENJOLE	922 MEADOWLARK DR	MANSFIELD, TX	76063
NORTHRIDGE PARK SUBDV	BLK 1	VASQUEZ, CHRISTIAN C	920 MEADOWLARK DR	MANSFIELD, TX	76063-1556
OVERSTREET ADDITION	BLK 1	OVERSTREET, DORIS M	178 CROWN POINTE BLVD	WILLOW PARK, TX	76087
WADDELL, F B SURVEY	A 1658	MOUSER ELECTRONICS INC	1000 N MAIN ST	MANSFIELD, TX	76063-1514
WADDELL, F B SURVEY	A 1658	MOUSER ELECTRONICS INC	1000 N MAIN ST	MANSFIELD, TX	76063-1514



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4486

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** Approval of Minutes

**In Control:** City Council

**File Type:** Meeting Minutes

**Agenda Number:**

**Title**

Minutes - Approval of the January 10, 2022 Revitalization of Historic Downtown Mansfield Meeting Minutes (vote will be only by members of the sub-committee: Lewis, Tonore, and Bounds)

**Requested Action**

Action to be taken by the Council to approve the minutes.

**Recommendation**

Approval of the minutes by the Council.

**Description/History**

The minutes of the January 10, 2022 Revitalization of Historic Downtown Mansfield Sub-Committee Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

**Justification**

Permanent Record

**Funding Source**

N/A

**Prepared By**

Susana Marin, TRMC, City Secretary  
817-276-4203





# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### City Council - Revitalization of Historic Downtown Mansfield Sub-Committee

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Monday, January 10, 2022

2:30 PM

City Hall

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#### CALL TO ORDER

*Chair Tonore called the meeting to order at 2:30 p.m.*

*Staff present: Deputy City Manager Shelly Lanners; Chief Financial Officer Troy Lestina; Strategic Initiatives Officer Nicolette Ricciuti; Assistant City Secretary Keera Seiger*

#### CITIZEN COMMENTS

*There were no citizen comments.*

#### DISCUSSION ITEMS

##### Downtown Development Strategies Update

*Strategic Initiatives Officer Nicolette Ricciuti presented the 32 Downtown Development Strategies the Sub-Committee had previously prioritized and discussed their current status. The strategies include: Downtown District; Lot Consolidation; Adaptive Reuse Standards; Vacant Building Ordinance; Formalization of TIRZ Procedures; Food Truck Ordinance; Streetscape Improvements; Public Restrooms; Outdoor Space Activation; Gateways; Facade Improvement Program; The LOT Activation; Sidewalk Improvements; Street Grid Connectivity; Traffic Calming; Trail Expansion; Pedestrian Pass-Through; Smith Street Pedestrian Plaza; Shared Parking Agreements; Parking Awareness Campaign; Resident Street Parking for Special Events; Downtown Sub-District Parking Requirements; Big Event Study; Promote Development of 4-Acre Site; Broad Street Activation; Development of Kimball/Dallas Block; Incentivize Restaurant Uses; Recruit Restaurant Uses to Downtown; Encourage Denser Development; Downtown Coordinator Position; and Coordination with Property Owners and Downtown Groups. Nicolette and Deputy City Manager Shelly Lanners answered sub-committee questions.*

##### Downtown Development Strategy Priorities

*The sub-committee discussed strategies they would like prioritized such as streetscape improvements, traffic calming, street connections, trail connections, improved parking signage on S Main Street, working with developers on public restrooms, living spaces above downtown businesses, exploring the costs related to a facade easement program, and working with the Chamber on pedestrian pass-through. There was also discussion regarding the relocation of historical homes.*

**ADJOURNMENT**

*Chair Tonore adjourned the meeting at 3:47 p.m.*

\_\_\_\_\_  
ATTEST: Todd Tonore, Chair

\_\_\_\_\_  
Susana Marin, City Secretary



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4494

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** New Business

**In Control:** City Council

**File Type:** Consideration Item

**Agenda Number:**

**Title**

Discussion and Possible Action Regarding Priorities Identified During the January 10, 2022  
Historic Downtown Revitalization Subcommittee Meeting

**Requested Action**

Discuss the items identified during the January 10, 2022 Historic Downtown Revitalization  
Subcommittee meeting.

**Recommendation**

Prioritize and provide direction from the City Council on the identified or other strategies for the  
Fiscal Year 2022 Historic Downtown Revitalization Program.

**Description/History**

On July 27, 2020 the City Council adopted the Downtown Development Strategies produced by  
the consultant Halff & Associates. The 32 strategies were categorized by time to implement,  
estimated cost, and degree of impact. To begin strategy implementation, the City Council  
directed staff to prioritize the "Top 8" strategies which were categorized as the shortest term  
implementation and highest impact.

**Justification**

Significant progress or completion was accomplished on the "Top 8" strategies during Fiscal  
Year 2021. To continue the momentum of the program, it is recommended the City Council  
provide updated direction and prioritization to the Historic Downtown Revitalization Program.

**Funding Source**

General Fund

**Prepared By**

Nicolette Ricciuti  
Strategic Initiatives Officer  
817-276-4264



Date: January 16, 2022

To: Office of Strategic Initiatives and Performance Management

From: Nicolette Ricciuti, Strategic Initiatives Officer

Subject: Recap of the Priorities Identified in January 10, 2022 Historic Downtown Revitalization Subcommittee Meeting

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The following priorities were identified by the Historic Downtown Revitalization Subcommittee during our January 10, 2022 meeting.

Regarding Streetscape Improvements:

1. Identify opportunities to install tree wells and plant more trees on Main Street.
  - a. The Subcommittee would like to explore additional improvements that could be made on Main Street to increase its walkability and add additional traffic calming measures.
2. The Subcommittee is concerned about the condition of 3rd Street. As the only available left turn before the Main St./Broad St. intersection available when coming westbound on Broad Street, the Subcommittee would like to discuss the parameters a reconstruction project would entail.
3. The Subcommittee would also like to address the parameters of improvements to Stewart Street and a connection to Kimball St. to provide further extension of the trail network.
  - a. As the property is considered highly probable of being redeveloped, this may not be an opportune time to address this project.
4. The Subcommittee reaffirmed their interest in establishing a greater trail connection to Katherine Rose Memorial Park to Historic Downtown, considering both the crossing of the railroad and the potential crossing over Walnut Creek on the property at the north end of Smith Street.
5. Subcommittee Member Lewis spoke about large Back-in Parking signage he observed in Austin, Texas. The group agreed that improved signage is desired in Historic Downtown to continue education on back-in parking for drivers.
6. Upon discussing the Shared Parking Agreement Strategy, the direction was given to complete an inventory of private parking spaces in Historic Downtown and evaluate the





parking demand and if there is a need for additional shared parking agreements.

Additionally, an evaluation of Big Event Parking Supply/Demand Study needs to be conducted with the consideration of the reduction of parking spaces due to the Special Event No Parking Ordinance.

7. An emphasis was put on working with the Planning and Development staff to work with private developers when an opportunity arose to partner with them to construct a Public Restroom in Historic Downtown.
8. The Subcommittee confirmed that they would like for recruitment efforts to begin more heavily focusing on the southern quadrants of Historic Downtown.
9. The topic was brought up to work with developers to improve their opportunities for increasing the inventory of lower unit rental properties (ex: duplexes, triplexes, and quad-plexes).
10. The Subcommittee would like to research the parameters of creating a Facade Easement Program for the historic 100 block. They identified potential examples to research as programs done in the City of Roanoke and City of Grapevine.
11. The Subcommittee directed staff to have a conversation with the Chamber of Commerce to explore if there is any interest in converting some or all of their parking spaces into a pedestrian pass-through to provide a more walkable connection between Smith Street and Main Street.



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4490

**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** New Business

**In Control:** City Council

**File Type:** Discussion Item

**Agenda Number:**

**Title**

Consideration and Possible Action to Suspend the Procedural Rules of Council and Reschedule the Regular Scheduled City Council Meeting of March 14, 2022 to March 7, 2022 and the Regular Scheduled City Council Meeting of March 28, 2022 to March 21, 2022

**Requested Action**

Consider the suspension of the Procedural Rules of Council as set out in Section 1.02 "General Rules", J "Suspension of Rules" and reschedule the regular scheduled Council meeting of December 27, 2021 to December 13, 2021.

**Recommendation**

Suspend the Procedural Rules of Council and reschedule the March 14, 2022 regular scheduled meeting to March 7, 2022, and the regular scheduled meeting of March 28, 2022, to March 21, 2022

**Description/History**

The first regular meeting in March 2022 will fall during spring break and the second regular meeting in March 2022 will fall the week of the Council Workshop/Retreat.

**Justification**

N/A

**Funding Source**

N/A

**Prepared By**

Susana Marin, TRMC, City Secretary  
817-276-4203

performance of the City Manager and to ensure effective communication and goal orientation. The evaluation will occur under the process set forth in Attachment A to these rules which is entitled "City Manager Evaluation". The attachment may be periodically modified, amended or updated by City Council action. In order to further foster the relationship between the City Council and the City Manager at each quarterly meeting an update on city owned public/private partnerships will be provided by the City Manager. (Added 8/10/20)

- G. City Attorney: The City Attorney shall attend all meetings of the City Council unless excused, by the City Manager and shall advise the City Council on questions of law and procedures. The City Manager is required to ensure an attorney is present at all City Council meetings.
- H. City Secretary: The City Secretary (or in City Secretary's absence the Assistant City Secretary) shall attend all meetings of the City Council unless excused, by the City Manager who will ensure a person is appointed to take minutes and administer the role of the City Secretary) and shall keep the official minutes.
- I. Rules of Order: Unless in conflict with these rules, the latest version, Robert's Rules of Order Revised shall govern the proceedings of the City Council in all cases.
- J. Suspension of Rules: Any provision of these rules not governed by the City Charter or State law may be temporarily suspended by a majority vote (four) of all members of the City Council. The vote on any such suspension shall be taken and entered upon the records. If there is an objection to suspending the rules, a vote is required to proceed.
- K. Amendments to Rules: These rules may be permanently amended, or new rules may be adopted by a majority vote (four) of all members of the City Council. Any such amendments shall be adopted and recorded by resolution.

### **Section 1.03 Meetings**

- A. Regular Meetings: The City Council shall meet regularly on the second and fourth Monday of each month. The regular meetings of the City Council shall be held in the Council Chambers of the City Hall unless otherwise established by City Council. (Amended 06-09-08)
- B. Special Meetings: Special meetings may be held on the call of the Mayor or four (4) City Council Members with no less than seventy-two (72) hours notice to each City Council Member. Emergency meetings may be called by the Mayor or Mayor Pro Tem in the Mayor's absence, or four (4) members, after notice has been posted two (2) hours. All meetings shall be open to the public and public notice shall be given in compliance with Chapter 551, Texas Government Code.
- C. Recessed Meetings: Any meeting of the City Council may be recessed to a later time, provided that no recess shall be for a longer period than until the next regular scheduled meeting.
- D. Work Sessions: Work sessions may be held on the call of the Mayor or four (4) City Council Members with no less than seventy-two (72) hours notice to each City Council Member. The purpose is to research, analyze, and review any matter which requires special information



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 22-4493

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**Agenda Date:** 1/24/2022

**Version:** 1

**Status:** New Business

**In Control:** City Council

**File Type:** Consideration Item

**Agenda Number:**

**Title**

Discussion and Possible Action Regarding Naming of the Pond behind the Parks  
Administration Building on Matlock Rd. after Honorable Toby Goodman

**Requested Action**

Defer to Council.

**Recommendation**

Defer to Council.

**Description/History**

Council Member Leyman requested this item be placed on the agenda for discussion. Support was received from Mayor Pro Tem Tonore, Council Member Lewis and Council Member Bounds.

**Funding Source**

N/A

**Prepared By**

Susana Marin, TRMC, City Secretary  
817-276-4203