



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, May 19, 2022

6:00 PM

City Hall Multi-Purpose Room

1. **CALL TO ORDER**

Wendy Collini, President, called the Regular Meeting to order at 6:00 p.m.

2. **RECESS INTO EXECUTIVE SESSION**

Wendy Collini, President recessed into Executive Session at 6:11 p.m.

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

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

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

1. Possible Linear Expansion

2. Future Park Use

3. **RECONVENE INTO REGULAR SESSION**

Wendy Collini, President, reconvened into regular session at 6:15 p.m.

4. **TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION**

None.

5. **APPROVAL OF MINUTES**

Approval of Minutes - March 17, 2022

A motion was made by Osburn, seconded by Cadenhead, that this matter be Approved . The motion CARRIED by the following vote:

6. **CASH FLOW STATEMENT**

Cash Flow Statement - April 30, 2022

Cash Flow was distributed to board members at the meeting with revised numbers (copy on file in the Community Services Director's Office). A month-to-month sales tax comparison through April was reviewed.

For the month of April, sales tax is up 4.5% for the month over last year and up 15.5% for the year. Matt informed the board that revenue is above projections for the year. An update on public-private partnerships was also provided to the board. Operating expenditures continue to be below budget appropriations by about \$226,000 due to savings in legal fees, vacancies, and salary and benefit savings. Capital Expenditure project updates were also provided to the board. The projected ending balance is \$6,926,062.

7. DEPARTMENT UPDATES

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

Monthly Update on Daily Maintenance of Current Park Facilities

Athletic Complexes: Spring maintenance is moving full speed ahead with making sure low spots in the outfields are filled in and safe for play. All fields have been aerated and fertilized with attention to any irrigation repairs that have popped up at the athletic facilities. New material storage bins were constructed and installed at the Michael Skinner Sports Complex. Two shade structures have been submitted for repair due to weather events this spring. The James McKnight Park East had concrete work completed for the new sidewalks as well as repairing existing sidewalks. All athletic fields were sprayed to remove fire ants and weeds. The concession stand required electrical repairs. The athletic fields were sprayed for the removal of fire ants and weeds. In addition, new field identification signs, benches, and trash cans were installed throughout the park.

Aquatic Splashpad: Kool Deck, the premier heat reducing surface has been installed for the bare feet at the Clayton W. Chandler Park Splashpad. All efforts have been made to assure the best water quality with the new ProMinent chemical controller system that was added to regulate and monitor water chemistry. The restrooms were repainted and immediately tagged with graffiti. Staff had to clean up graffiti three times this month throughout the park. One of the vandals was caught in the act by an off duty police officer and Mansfield officers were called to the scene to file a report. The tennis court lights were replaced by Musco and three latches were replaced on the gates. Some water lines that supply water to the drinking fountains had to be repaired because a rental group drove stakes through them while installing a bounce house.

Katherine Rose Park/ Town Park / Pond Branch: Trail and park light fixtures are being replaced with LED lights along the linear trail. An arborist determined that a large pecan tree near the Rose Park pond was in poor condition with potential safety issues, so the tree was removed. New cedar split rail fencing has been added to the wildflower area between Katherine Rose Memorial Park and Town Park.

Oliver Nature Park: Reclaiming the natural areas along the nature trail where the decomposed granite areas have become very large have been addressed. Split rail fencing and moss boulders have been added to deter foot traffic in the areas near the

front shop, tree overlook and the composting restroom. Additional moss boulders have been added around some post oaks in the parking lot area to prevent compaction from vehicles.

Citywide Special Events: The Music Alley event held in historic downtown Mansfield last month was a success with a large crowd of attendees. The Barks and Rec 5K Run/ Walk event at Katherine Rose Memorial Park had several happy puppy dogs enjoying the trail system.

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

Monthly Update on Current Programs & Services

Mansfield Activities Center

<i>Bunny Brunch</i>	<i>April 9</i>
<i>MAC Outdoor Movies</i>	<i>April 30, May 7, 14</i>
<i>Community Yard Sale</i>	<i>May 7</i>
<i>Nerf Night</i>	<i>June 10</i>

Kids Zone Summer Camp

Summer Camp runs May 31-August 19
Will be held at Annette Perry Elementary School
48 per week anticipated participants

Senior Lifestyles

<i>St. Patrick Day Party</i>	<i>March 17</i>
<i>Easter Celebration</i>	<i>April 14</i>
<i>Oliver Nature Park Picnic</i>	<i>May 6</i>
<i>Senior Synergy</i>	<i>May 12</i>
<i>Memorial Day Party</i>	<i>May 27</i>

Athletics

All Sports Association meeting was held on Wednesday, April 6.

Texas Amateur Athletic Federation (TAAF)

Track and Field runs June 4-July 8
Practices are at Legacy High School
Meets are on Saturdays in June
25 - 50 anticipated participants

Red White Rockin TRI is on July 29

Event Registration is now open until July 28
100 anticipated participants

Summer Slam Pickleball Tournament runs August 5-7

Tournament Registration is now open until June 30
350 - 400 anticipated participants

Field Allocation Application for Spring 2023 is due on June 1.

Nature Education

Spring Field Trips at Oliver Nature Park

*5 Elementary Schools - Brockett, Annette Perry, Martha Reed, Roberta Tipps, St. Joseph Catholic School
200 anticipated participants*

*Summer Camps at Oliver Nature Park
Nature Education Camps run June 6-July 29
75 anticipated participants*

MARKETING & COMMUNICATIONS UPDATE (ANN BECK)

Marketing & Communications Update

A Communications and Marketing update will be provided at the next Regular Meeting.

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

Monthly Calendar Updates on City Council Agenda Items, City Meetings & Activities

Matt Young, Community Services Director, presented the new Administrative Assistant, Sarah Speer, to the board. An update on personnel vacancies, grant application, and training opportunities for the board was provided. AT&T tower lease was also discussed with the board.

8. CITIZENS COMMENTS

Cesar and Kelly Duarte of 1704 Yarmouth Lane, Mansfield, addressed the board on behalf of DKSC soccer club regarding Mansfield Soccer Association field contract and field rental access.

9. OLD BUSINESS

Update; Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, informed the board that on March 7th, staff and members from Kimley-Horn held a kick-off design meeting to discuss the scope of work and project scheduling. Additional hydraulic analysis was identified to be collected and evaluated. A meeting will be held at the end of May to discuss the additional analysis and how design will proceed. Design and deliverables are expected to be finalized this fall.

James Fish, Sr. Park Planner, provided an update on Phase 4A.

Update; McClendon Park Improvements

Chris Ray, Park Planner, informed the board that in anticipation of the construction start date, staff has been working with the CMAR contractor and the design consultant to adjust the construction documents according to the city permitting office's comments. A general permit should be issued soon and construction will be underway while we finalize park amenities.

Update; Gertie Barrett Park

James Fish, Sr. Park Planner, informed the board that the project has been submitted for permitting and we are awaiting the issuance of a site development permit in order to start turning earthwork. We are also waiting on full permitting and the final review of the mechanical/electrical/plumbing drawings for the splash pad from the supplier. Oncor has been released to remove the overhead utility lines and poles throughout the park in anticipation of construction. The latest revised schedule has the project being completed in December 2022.

Update; Rose Park Improvements

James Fish and Chris Ray provided an overview of the Rose Park proposed redevelopment master plan process to the board. General fund budget allocation information along with design and construction timelines were also provided to the board.

10. WORK SESSION

Discussion; MPFDC FY2022-2023 Budget

Matt Young, Community Services Director, presented the board with information regarding the following areas of the proposed FY2022-2023 MPFDC Budget:

- Proposed appropriation changes*
- Proposed Part Time equity adjustments*
- Proposed Parks and Recreation Department Fee Schedule*
- Proposed Capital Equipment*
- Proposed Capital Projects*
- Proposed 10-year Strategic Plan*

MPFDC Goals and Objectives for each division were provided to the board. Matt also informed the board that proposed Sales Tax projections are currently estimated at a 3% increase over year-end projections for this fiscal year. This figure is likely to change before budget adoption based on Finance Department review. Matt stated that there is a slight increase in operating expenditures based on a proposed 5% compensation increase projection while most other expenditures are expected to remain flat. Park fees and available balances by quadrant were discussed with the board. Public-Private partnership information was also discussed and provided to the board. An updated year-to-date Cash Flow Statement was discussed and provided to the board with April actuals.

An update on pending litigation will also be provided to the board at the next regular meeting.

11. BOARD COMMENTS

Chris Osburn stated he is impressed with the level of park maintenance and congratulated staff on a job well done.

Lindsay Cadenhead welcomed Sarah Speer to Parks and Recreation.

Wendy Collini presented the board with the bronze "President's Volunteer Service Award" for MPFDC.

12. **INFORMATIONAL ITEMS**

None.

13. **ADJOURNMENT**

Wendy Collini, President, adjourned the Regular Meeting at 9:08 p.m.

Wendy Collini, President

ATTEST:

Sarah Speer, Administrative Assistant II