



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, March 22, 2018

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

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

Absent 2 - Sandra Hightower and Bob Kowalski

Present 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Lindsay Cadenhead

2. RECESS INTO EXECUTIVE SESSION

No Executive Session was held.

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

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

1. Possible Linear Park Expansion

a. Property #03-14-05

3. RECONVENE INTO REGULAR SESSION

No Executive Session was held.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[18-2663](#)

Approval of Minutes - February 15, 2018

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

Aye: 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Lindsay Cadenhead

Nay: 0

Absent: 2 - Sandra Hightower and Bob Kowalski

Abstain: 0

6. CASH FLOW STATEMENT

[18-2662](#)

Cash Flow Statement - February, 28, 2018

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

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up 4.2% for the month over last year and up almost 6% year to year. Matt also informed the Board that we are ahead of budgeted projections for revenue and below projected expenditures. Matt also informed the Board that all projects to date are within budget.

Wendy Collini asked why the Hawaiian Falls projected payment looks higher than usual. Matt stated that Hawaiian Falls had a better year than they anticipated and also stated that late fees are also included in the projection. Shelly Lanners, Deputy City Manager, stated that payment has been received.

7. DEPARTMENT UPDATES

Absent 1 - Sandra Hightower

Present 6 - Harold Bell; Wendy Collini; Bob Kowalski; Dee Davey; Neal Shaw and Lindsay Cadenhead

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Parks and Recreation Director, provided the Board with an update on City Council items. City Council items to be discussed on March 26th included an update on the Dog Park public Meeting, Irrigation Contract award, and the Holland Road Extension construction award.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: All sports fields have been treated for fire ants. All baseball pitchers mounds and infields have been rebuilt and reconditioned. Staff also continues with regular in-season maintenance.

2) Oliver Nature Park: Regular string trimming, spraying and mulching is ongoing. Staff has added several handmade replacement benches as well as added new bird feeders. Staff has also added a gate to secure the bridge and continues Timbersil replacement.

3) Chandler: Staff is having a contractor relocate one of the scoreboards due to a

visibility issue. Staff has applied herbicide to the football fields. The park was also vandalized during Spring Break and it has been repaired.

4) Rose/Town/Allmons: Staff cleaned up flood damage at the low water crossing, observation area, and Walnut Creek Bridge. Staff is also treating for fire ants. The volleyball nets have been replaced as well as several lights along the trail. At Town Park, staff is beginning to replace several table tops and benches.

5) Overall: Blue Bonnets are blooming at Oliver Nature Park and along the trail. Staff is also getting used to the new Pond Branch Trail maintenance. Staff will be assisting with the Barks and Rec event this Saturday at Rose Park.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1) Athletics:

- Spring seasons are underway.
- The next All Sports Association meeting is scheduled for April 4th at 6:00 p.m. at the Mansfield Activities Center.

2) Programs and Events:

- MAC Programming Update
 - a) The Kids Zone Spring Break program had 24 participants.
 - b) We will be using Erma Nash this summer for Kids Zone location. Program will increase to 36 participants.
 - c) The new van has come in.
 - d) Registration for all summer camps begins March 26th.
- Oliver Nature Park
 - a) We had a successful Spring Break with Kayaking, Scavenger Hunt, Fishing, Painting.
 - b) Upcoming Field Trips:
 - 1. Willie Brown
 - 2. Whitney Elementary
 - 3. J.L. Boren
 - 4. Annette Perry
 - 5. Springtown Intermediate
 - 6. Matthew Road Primary Academy - GP
 - 7. Newman International Academy of Mansfield
- Special Events:
 - a) The Pickleball Tournament held on February 24th. had 80 participants.
 - b) The Barks and Rec Event is scheduled for March 24th. Over 150 participants registered.
 - c) The Bunny Brunch is scheduled for March 24th. 100 participants registered.
 - d) The Senior Program Easter Celebration is scheduled for March 29th.

3) General:

-Working on the Summer Brochure which should be available by mid-April.

8. **CITIZENS COMMENTS**

9. **OLD BUSINESS**

[17-2478](#)

Update; FY2017-2018 Existing Park Improvements

James Fish, Sr. Park Planner, informed the Board that restroom upgrades at the Mansfield Activities Center are scheduled to be completed by the end of May. Replacement decking for Oliver Nature Park is being procured through Fort Worth Lumber. Installation will be on an as-needed basis by the staff at Oliver Nature Park. The second order of park amenity replacements (benches, tables, trash cans) has been placed. The playground surfacing repair is complete at James McKnight Park East. Options for playground surface repairs at Katherine Rose Memorial Park are being evaluated by staff. Repairs are scheduled to be completed this spring.

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

Chris Ray, Park Planner, informed the Board that the USACE real estate division has asked for additional survey information regarding their fee property to finalize their review process. On March 7th, the 100% plans were presented to the City's Development Review Committee. Staff and the design consultant are addressing those comments and anticipate advertising this project for bid in April.

[17-2412](#)

Update; Dog Park

Matt Young, Parks and Recreation Director, informed the Board that the consultant has developed two preliminary master plan concepts that are currently under staff review. A public input meeting was held on March 20th. An online survey has also been published to gather input on potential dog park users and proposed park amenities. The survey is expected to be online through April 8th. Matt also presented the Board with the slides that were used during the public meeting along with input received to date. A tentative timeline for dedication in Spring 2019 was also provided.

Dee Davey asked if the Historical Society has contacted Matt. Matt stated that Shelly and James have met with them and received some positive feedback and stated they are excited for the opportunity to restore the Man Property.

Bob Kowalski asked what the difference in site cleanup was between the causeway and the Man Property. Matt stated that there was a lot of site cleanup, lighting, and higher irrigation costs associated with the causeway while there was much less site work for the Man Property.

Neal Shaw asked what the hold up would be with the Man Property. Matt stated that the biggest concern would be having paddocks further back in the property and the condition of the Man house.

Neal Shaw also inquired about volunteers, enforcement, and vaccinations. Matt stated that once a Master Plan has been adopted, we will communicate with Mansfield Police to establish enforcement protocols. Volunteer roles will not include enforcement.

[17-2270](#)

Update; Athletic Field Master Plan

Matt Young, Parks and Recreation Director, informed the Board that staff has received the fourth combined concept of James McKnight Park East and Michael Skinner Sports Complex. Following staff comments, the concepts will be reviewed by the MPFDC Board and youth sports associations.

[17-2564](#)

Update; Killian Park

Chris Ray, Park Planner, informed the Board that the playground construction is completed and it is open for public use. The additional ground work for the pavilion will start the week of March 26th. Staff has received engineered drawings of the pavilion and it has been ordered. Project should be completed by mid-May.

10. **BOARD ANNOUNCEMENTS**

Bob Kowalski informed the Board that the Pickle Parade was a success.

11. **INFORMATIONAL ITEMS**

None.

12. **ADJOURNMENT**

Harold Bell, President, adjourned the Regular Meeting at 6:54 p.m.

Harold Bell, President

ATTEST:

**Lisandra Keller, Administrative Assistant II
Parks and Recreation**