



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, July 19, 2018

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Harold Bell, President, called the Regular Meeting to order at 6:02 p.m.

Present 7 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey; Neal Shaw and Lindsay Cadenhead

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:03 p.m.

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

1. Possible Linear Park Expansion
Property#: 12-15-01

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 6:27 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[18-2800](#)

Approval of Meeting Minutes - June 21, 2018

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey; Neal Shaw and Lindsay Cadenhead

Nay: 0

Abstain: 0

6. CASH FLOW STATEMENT

[18-2801](#)

Cash Flow Statement - Regular Meeting - June 30, 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 was also made available.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up 8.5% for the month over last year and up 7% year to year. Revenue continues to be above budget projections and expenditures continue to be below budget projections. Matt also informed the Board that savings have increased due to a hiring freeze as well as reduced mowing cycles due to the lack of rainfall this year. The adjusted projected ending balance is \$7,838,593.

7. **DEPARTMENT UPDATES**

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Parks and Recreation Director, provided the Board with a quarterly update with program and project updates. An update on City Council items for July 23rd included restoration and project updates for the Man House and the Dog Park during the work session scheduled for 4:00 p.m. Matt also informed the Board of additional upcoming work sessions scheduled for August 6th City Council Joint Session with Planning and Zoning, August 8th Bond Presentation, and August 13th Wayfinding Master Plan meeting.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: The USSSA World Series was successfully held at the Sports Complex and Big League Dreams during the first week of July. Parks and Recreation staff also spent many hours preparing for, hosting, and cleaning up for the annual Rockin' 4th of July event held at Big League Dreams on July 3rd. Staff also attended the quarterly All Sports Meeting at the Mansfield Activities Center on July 11th. In addition, the statewide Fireman Games soccer events were held at the Sports Complex soccer fields on July 16th and 17th.

2) Oliver Nature Park: Several sections of the Timbersill boards have been replaced with cedar on the boardwalk. Staff repaired irrigation, worked on flower beds, and new benches were installed at the bird blinds. Our first memorial plaque was also installed in the handmade wooden bench near the wildflower area. Due to recent automobile break-ins, new cameras are being ordered for the parking lot. A new aerator has also been ordered for the back pond.

3) Chandler: New water fountains are still in the process of being installed near the playground and pavilions. Several irrigation leaks were repaired. The large playground soft surfacing was also repaired.

4) Rose/Town/Allmons: The Fireman Games also held their horseshoe and washer

tournament competitions at Rose Park. In preparation for this event, staff had the restrooms repainted, horseshoe pits were repaired and filled with sand, limbs were trimmed up, and dirt was brought in for the washer tournament. Staff continues to repair lights along the trail and restrooms and gather quotes to order a new fountain/aerator for the pond. At Town Park, four (4) benches were replaced, security cameras are being ordered for the parking lot due to recent break-ins. The restroom will be repainted next week.

5) Overall: Because of the nature of the hot, dry weather and clay soil conditions, staff continues to monitor and make repairs to various irrigation systems daily.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Athletics:

- All Sports Association meeting was held on Wednesday, July 11, 2018.
- Associations will be starting their Fall Seasons within the next month.
- Online payment system was introduced to the associations.

2. Programs and Events:

- A MAC Programing Update was provided to the Board.
- Oliver Nature Park:
 - Night Hike is this Saturday 8:30 – 10 pm. 10 registered so far.
- Special Events:
 - Discount Day is August 9th
 - Senior Day and Health Fair is scheduled for Friday, August 17th at the MAC.
 - Coffee and Crayons is scheduled for Thursday, August 30th at the MAC.
 - Mansfield Summer Slam Pickleball Tournament is scheduled for Saturday, September 8th at FieldhouseUSA.
 - Music Alley is scheduled for Saturday, September 8th in Downtown

Mansfield.

3. General:

- Fall Brochure is at the printers.
- Online reservations for pavilions and ballfields are going well.

8. PUBLIC HEARINGS

[18-2799](#)

Mansfield Park Facilities Development Corporation Proposed FY2018-2019 Budget Including Purchase of Land, Improvements to Existing Park Land, Construction of New Parks and Facilities, Paying Maintenance and Operating Costs of Such Projects, and Associated Fees

Harold Bell, President, opened the Public Hearing at 7:09 p.m. and read the proposed FY 2018-2019 budget into the record as follows:

Beginning Balance	\$7,838,593
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<i>Revenues:</i>	
<i>Sales Tax</i>	<i>\$6,048,303</i>
<i>Utility Sales Tax</i>	<i>13,087</i>
<i>Interest</i>	<i>36,000</i>
<i>Mineral Lease</i>	<i>180,000</i>
 <i>PARD Programs:</i>	
<i>Mansfield Activities Center Fees</i>	<i>404,026</i>
<i>Outdoor Recreation Program Fees</i>	<i>18,000</i>
<i>Athletic Field Fees</i>	<i>130,000</i>
<i>Pavilion Rental Fees</i>	<i>48,000</i>
 <i>Lease Revenue:</i>	
<i>Other Fees (cell tower lease)</i>	<i>35,000</i>
<i>Mansfield National Golf Club</i>	<i>50,000</i>
<i>Hawaiian Falls</i>	<i>240,000</i>
<i>Big League Dreams</i>	<i>190,000</i>
<i>BLD Turf Payment</i>	<i>130,048</i>
<i>FieldhouseUSA Mansfield Lease Payment</i>	<i>300,000</i>
<i>Fieldhouse (transfer from general fund)</i>	<i>457,496</i>
<i>StarCenter</i>	<i>360,000</i>
 <i>Total Revenues</i>	 <i>8,639,960</i>
 <i>Operating Expenditures:</i>	
<i>Administration</i>	<i>1,785,073</i>
<i>Field Maintenance Operations</i>	<i>697,482</i>
<i>Community Park Operations</i>	<i>1,028,113</i>
<i>Neighborhood Park Operations</i>	<i>225,165</i>
<i>Nature Education Programs</i>	<i>172,951</i>
<i>Mansfield Activities Center Operations</i>	<i>858,901</i>
<i>Non-Departmental</i>	<i>203,504</i>
<i>Capital Equipment</i>	<i>200,000</i>
<i>Debt Service</i>	<i>3,154,395</i>
 <i>Total Operating Expenditures</i>	 <i>8,325,584</i>
 <i>Projects:</i>	
<i>Annual-Land Acquisition</i>	<i>300,000</i>
<i>Annual-On-Street Bike Plan Implementation</i>	<i>100,000</i>
<i>Walnut Creek Linear Park, Phase II (construction)</i>	<i>2,700,000</i>
<i>Pond Branch Linear Park Phase II (design/construction)</i>	<i>685,000</i>
<i>Downtown Restroom - The Lot</i>	<i>200,000</i>
<i>Dog Park (design/construction)</i>	<i>725,000</i>
<i>Rose Park improvements (design/construction)</i>	<i>250,000</i>
<i>MAC Gymnasium Improvements (design/construction)</i>	<i>130,000</i>
 <i>Total Projects</i>	 <i>5,090,000</i>

Ending Balance \$3,062,969

*The Parks and Recreation fee schedule will remain the same as it was for
FY2018-2019 with the following exceptions:*

Athletic Field Fees:

Field Use Fees:

*a. Sponsored Associations: \$7 per participant (Resident) / \$10 per participant
(Non-Resident)*

b. Non-Sponsored Associations: \$15/hour (Resident) / \$20/hour (Non-Resident)

Harold Bell, President, closed the Public Hearing at 7:13 p.m.

9. CITIZENS COMMENTS

None.

10. OLD BUSINESS

[17-2478](#) Update; FY2017-2018 Existing Park Improvements

[18-2703](#) Update; Parks Administration Building

[14-0911](#) Update; Walnut Creek Linear Park Phase II Design

[17-2412](#) Update; Dog Park

[17-2270](#) Update; Athletic Field Master Plan

[17-2233](#) Discussion; MPFDC 10-Year Strategic Business Plan

11. NEW BUSINESS

[18-2803](#) Mansfield Park Facilities Development Corporation Proposed
FY2018-2019 Budget Including Purchase of Land, Improvements to
Existing Park Land, Construction of New Parks and Facilities, Paying
Maintenance and Operating Costs of Such Projects, and Associated
Fees

The complete FY2018-2019 budget including fee schedule is below.

Beginning Balance \$7,838,593

Revenues:

Sales Tax \$6,048,303

Utility Sales Tax 13,087

Interest 36,000

Mineral Lease	180,000
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PARD Programs:

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Athletic Field Fees	130,000
Pavilion Rental Fees	48,000

Lease Revenue:

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Mansfield National Golf Club	50,000
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BLD Turf Payment	130,048
FieldhouseUSA Mansfield Lease Payment	300,000
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Total Revenues	8,639,960
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Operating Expenditures:

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Capital Equipment	200,000
Debt Service	3,154,395

Total Operating Expenditures	8,325,584
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Projects:

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

Aye: 7 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey; Neal Shaw and Lindsay Cadenhead

Nay: 0

Abstain: 0

12. BOARD ANNOUNCEMENTS

Neal Shaw commended the staff on field conditions for the USSSA Tournament.

Lindsay Cadenhead also commended staff on the Rockin' 4th of July event.

13. INFORMATIONAL ITEMS

None.

14. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 8:08 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation