



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, July 18, 2019

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Wendy Collini, Vice President, called the Regular Meeting to order at 6:01 pm.

Absent 1 - Harold Bell

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

2. RECESS INTO EXECUTIVE SESSION

Wendy Collini, Vice President, recessed into Executive Session at 6:01 pm.

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

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

2. Seek Advice of City Attorney Regarding Water Park Ground Lease and Operating Agreement with PPW Mansfield, LLC

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

1. Possible Linear Park Expansion
Property #07-19-01

3. RECONVENE INTO REGULAR SESSION

Wendy Collini, Vice President, reconvened into Regular Session at 6:42 pm.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[19-3202](#)

Approval of Regular Meeting Minutes - June 20, 2019

A motion was made by Bowman, seconded by Cadenhead, that this matter be

Approved With Corrections . The motion CARRIED by the following vote:

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

Nay: 0

Absent: 1 - Harold Bell

Abstain: 0

6. CASH FLOW STATEMENT

[19-3203](#)

Cash Flow Statement - June 30, 2019

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

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 3.4% for the month over last year and up about 8.1% year to year. Revenue continues to be above budget projections and operating expenditures continue below appropriations. Matt stated that the Cash Flow Statement will reflect some operating expenditure savings due to vacant positions. The projected ending balance is \$5,042,245.

7. DEPARTMENT UPDATES

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Parks and Recreation Director, provided the Board with program and project updates. Matt also presented the Board with the quarterly report. The Board was also informed that there are no departmental items for the upcoming City Council agenda on July 22.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: We hosted another successful USSSA World Series without incidents. Staff also had the floor sealed by a contractor for MYBA, removed two torn canopies after storm damage, raised several valve boxes and filled in several holes at the baseball fields. In addition, staff had all of the trees trimmed along the front entrance of the park and had all of the scoreboards serviced and repaired. The next project is to have the pitchers mounds rebuilt before the season starts.

2) Philip Thompson: Staff sprayed one half of the soccer complex turf and removed/capped all of the irrigation heads in preparation for renovation. The re-sodding project started today and sod has been removed.

3) McKnight East: Two successful tournaments were held at this location. The parking lot has been restriped, staff had all of the trees trimmed over the trail, power washed all dugouts and bleachers, and performed general maintenance.

4) Rose/Town/Linear Trail/Pond Branch: The well pump for the pond was repaired after being damaged by lightning. The pond fountain was removed, cleaned and was determined to be inoperable. Staff is currently waiting on a quote to replace it with aerators. Staff thinks it may be damaged due to silting in of the pond. The drains were cleared of storm debris and limbs. A new camera system was ordered for the park after requests for video from the police department.

5) Oliver Nature Park: Web worms were removed from several pecan trees after consulting with J. Davis Trees for treatment options. One of the aerators was repaired and the well pump was repaired. Replacement cedar boards arrived for the tree overlook, board walk and bridge. The composting restroom was emptied again.

6) Chandler: The outgoing crew leader met with all of the crew leaders to go over the splash pad maintenance and operations before he left. We are currently accepting applications to fill this position. The tennis court wind screens were repaired and the pond was treated for algae. General maintenance is ongoing.

7) Overall: Staff is working on keeping enough water on the turf and plants to keep them alive during the extreme heat.

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 July 10th.
 - Preparing Fall Agreements.
2. **Programs and Events:**
 - MAC
 - Pickleball Tournament is scheduled for September 6 – 9th at FieldhouseUSA Mansfield. Currently have 250 registered, with expected 300 total.
 - Family Nerf Night is July 19th; 120 registered. StarCenter will have the rink out.
 - Special Events:
 - Rock'n Kids Tri is Tuesday, July 2nd at Big League Dreams and Hawaiian Falls: 90 participants
 - Music Alley is Saturday, September 7th in Historic Downtown.
3. **General:**
 - New cabinets were installed in the Magnolia room.
 - Fall Brochure is at the printers.

PUBLIC HEARING

[19-3192](#)

Mansfield Park Facilities Development Corporation Proposed
FY2019-2020 Budget Including Purchase of Land, Construction of New
Parks and Facilities, Paying Maintenance and Operating Costs of Such
Projects and Associated Fees

Wendy Collini, Vice President, opened the Public Hearing at 6:55 p.m. and read the
proposed FY 2019-2020 budget into the record as follows:

Projected Beginning Balance \$5,042,245

Revenues:

Sales Tax	\$6,472,413
Utility Sales Tax	13,479
Interest	50,000
Mineral Lease	150,000

PARC Programs:

Mansfield Activities Center Fees	437,000
Outdoor Recreation Program Fees	25,000
Athletic Field Fees	134,000
Pavilion Rental Fees	48,000
Other Revenue	30,000

Lease Revenue:

Other Fees (cell tower lease)	36,050
Mansfield National Golf Club	50,000
Hawaiian Falls	240,000
Big League Dreams	180,000
FieldhouseUSA Mansfield	473,226
Fieldhouse (transfer from Gen Fund)	444,100
StarCenter	360,000

Total Revenues \$9,143,268

Operating Expenditures:

Administration	1,785,073
Field Maintenance Operations	726,518
Community Park Operations	1,133,272
Neighborhood Park Operations	243,699
Nature Education Programs	163,883
Mansfield Activities Center Operations	911,955
Non-Departmental	268,742
Capital Equipment	75,000
Debt Service	3,159,861

Total Operating Expenditures \$8,454,562

Projects:

<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 2B)</i>	<i>1,025,000</i>
<i>Walnut Creek Linear Park (Phase 2A)</i>	<i>750,000</i>
<i>Dog Park</i>	<i>325,000</i>
<i>Rose Park Improvements</i>	<i>250,000</i>
<i>Downtown Restroom (The Lot)</i>	<i>200,000</i>

Total Projects *\$3,450,000*

Projected Ending Balance
\$2,280,951

****The Parks and Recreation Fee Schedule will remain the same as it was for FY2018-2019.*

Wendy Collini, Vice President, closed the Public Hearing at 6:58 p.m.

8. CITIZENS COMMENTS

None.

9. OLD BUSINESS

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, informed the Board that drilling for the concrete boardwalk helical piers has started in the Fox Hollow area. Concrete sidewalk forms have also started with the intention of pouring the pier abutments and the sidewalk within this month. The contractor will then move east towards Philip Thompson to secure the rest of the boardwalk piers. Bi-weekly meetings are still taking place and the project is on schedule to hit its target completion date at the end of 2019.

[17-2412](#)

Update: Dog Park

Chris Ray, Park Planner, informed the Board that staff is currently working with other departments to secure a general permit so that mobilization may proceed. Staff met with the contractor on July 10, 2019 to hold a pre-construction meeting where plans were reviewed. Scope of work was discussed as well as general requirements and contract execution. A tentative project schedule following the contract timeline was proposed for review. This project is expected to start at the end of this month or early August with completion in December 2019.

Neal Shaw asked about the status of the Man House. Matt stated that the Planning Department is working on finalizing the Construction Manager At Risk contract and are estimating January for completion.

[18-2924](#)

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

Matt Young, Parks and Recreation Director, informed the Board that the Master Plan Advisory Committee (MPAC) met on June 27th. Agenda items included an overview of

the parkland dedication ordinance, overview of the parks and recreation system, online survey results, park and facility standards, and sub-committee formation. 31 citizens responded to the request for citizen participation on focus groups. Staff is reviewing the applicants and their areas of interest and will be coordinating the 3-4 focus groups in August. The next MPAC meeting is scheduled for August 1st.

[17-2233](#)

Discussion; MPFDC 10-Year Strategic Business Plan

Matt Young, Parks and Recreation Director, provided the Board with an updated copy of the 10-Year Strategic Business Plan reflecting updated ending balance figures and proposed budget information.

10. NEW BUSINESS

[19-3167](#)

Discussion; Mansfield Park Facilities Development Corporation
Proposed FY2019-2020 Budget

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

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Total Projects	\$3,450,000
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A motion was made by Davey, seconded by Cadenhead, that this matter be Approved . The motion CARRIED by the following vote:

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

Nay: 0

Absent: 1 - Harold Bell

Abstain: 0

11. BOARD ANNOUNCEMENTS

- The Board congratulated staff on a successful Rockin' 4th event.
- Dee Davey informed the Board that there will be a showing of Oliver at the Willie Pigg Auditorium July 19th-21st.
- Scot Bowman would like to commend Aaron Berlanga on his dedication at Chandler Park.
- Chris Osburn would also like to commend staff on assisting a citizen in distress.

12. INFORMATIONAL ITEMS

None.

13. **ADJOURNMENT**

Wendy Collini, Vice President, adjourned the Regular Meeting at 7:15 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation

