



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, October 17, 2019

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

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

Present 8 - Harold Bell; Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Sean Turner

2. WORK SESSION

No Work Session

[19-3014](#)

Update: Veterans Memorial Project

3. RECESS INTO EXECUTIVE SESSION

Harold Bell, 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. 346-270155-14

2. Seek Advice of City Attorney Regarding Possible Amendment to the Ground Lease and Operating Agreement with STORE Master Funding VIII, LLC

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

1. Possible Linear Park Expansion
Property # 05-19-01

2. Future Park Use
Property # 09-19-01

4. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 6:44 pm.

5. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

6. APPROVAL OF MINUTES

[19-3307](#)

Approval of Regular Meeting Minutes - September 19, 2019

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

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

Nay: 0

Abstain: 0

Non-Voting: 1 - Sean Turner

7. CASH FLOW STATEMENT

[19-3308](#)

Cash Flow Statement-September 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 September.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 2.5% for the month over last year and up about 7.7% year to year. Revenue items are not yet finalized as we are awaiting a few expenses that have not been received. Matt stated that the Cash Flow Statement will reflect some operating expenditure savings due to vacant positions. The projected ending balance is \$5,258,225.

8. 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, introduced the new Board member, Sean Turner. Matt also provided the Board with an updated Board roster.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1. Skinner Sports Complex: Staff has been conducting general fall maintenance. Fertilizer has been applied to all athletic fields as well as pre-emergent applied to game fields and common areas. Staff has also cleaned up debris around the park, repaired several water fountains and irrigation valves.

2. Philip Thompson/Allmon Soccer Complex: General fall maintenance as well. The new field has established well and staff has spread fertilizer and over seeded the non-renovated field and common areas as well as performed irrigation repairs. The Allmon soccer fields have also been fertilized and over seeded with perennial ryegrass to help with winter foot traffic.

3. Chandler: At Chandler Park the football fields have also been fertilized and over seeded with ryegrass. Also electrical repairs were made to the concession stand and scoreboards.

4. Rose Park: At Rose Park staff is experimenting with a combination of fescue and ryegrass on the shady bare spots under the pecan trees, around the playground and along bare areas along the linear trail. Constant watering the first few weeks will be crucial to try and get these areas established for winter. The volleyball court was tilled up and the sand was reworked and pulled back from the concrete edging. All the roofs on the pavilions were power washed. The large pecan tree by the pond was trimmed back and treated with deep root injection fertilizer. Staff has begun touching up and repainting the bollards.

5. Oliver Nature Park: The front and back ponds were treated for algae. Replacement of the Timber seal boards on the boardwalk is continuing. The wildflower areas and partridge pea prairie have been mowed for the fall in anticipation for the bluebonnets and wildflowers for next spring to germinate. Several areas of the granite trail were dug out and repaired to help mitigate some of the trail construction traffic. Repair and touch up to the original mutt mit containers has begun. Also staff is trying to replace the temporary wildflower area barrier fences with the permanent wooden split rail fencing that occurs in the rest of the park.

6. Overall: Temperatures have finally cooled off a little bit. Hopefully with some additional rain we can anticipate our over seeded practice fields to green up and get some bluebonnets to germinate.

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 October 9th.
2. Programs and Events:
 - MAC
 - Hauteen is Saturday, October 19th
 - 1. 20+ participants registered.
 - 2. 5:00-9:00 pm
 - 3. Ages 11-15 = \$20

- Boo Bash is Friday, October 25th
 1. 160+ participants registered.
 2. 6:00-8:30 pm
 3. Ages 2-11= \$8, Ages 12+= \$4, \$10 day of event
- Super Kids Halloween Party is Sunday, October 27th
 1. 18+ participants registered
 2. 2:00-3:30 pm at the MAC
 3. Sensory Friendly Activities and Trick or Treating
 4. Free, just need to register for a time slot.
- Seniors:
 - Veterans Day Pancake Breakfast
 1. Monday, November 11th
 2. Free for Veterans, \$2 for others
 3. 9:00-10:30 am
- Oliver Nature Park:
 - Asa Low 5th Grade on October 17th, October 22nd and October 24th
 - Thelma Jones Kinder on October 18th
 - Kenneth Davis Kinder on October 31st
 - Kayaking season has ended until Spring with the closing of Britton Park on October 1st.
 - Saturday, December 7th for Parade.
- Special Events:
 - Senior Picnic at Town Park on Friday, Sept. 27th. (Band, Cart Rides on Trail)
 - Veterans Day Parade is on Saturday, November 9th
 - Hometown Holidays is on Friday, December 6th for Tree Lighting and Saturday, December 7th for Parade.

9. **CITIZENS COMMENTS**

None.

10. **OLD BUSINESS**

[17-2412](#)

Update: Dog Park

James Fish, Sr. Park Planner, informed the Board that the back portion of the paddocks is being cleared and dragged. Posts for the paddock chain link fencing are being set. The dog park utilities have been placed in the front portion of the site along with several Man House utilities in order to finalize preparation for the parking lot. A tentative concrete pour is scheduled for late October. Staff has also ordered park amenities. This project is anticipated to be completed in late December 2019.

[18-2924](#)

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

No Discussion.

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

James Fish, Sr. Park Planner, informed the Board that several bridges have been installed. Once positioned, the remaining Flexomat will be installed around the bridge areas and concrete boardwalks. The boardwalks are scheduled to begin installation at the end of this month. Irrigation and tree planting is scheduled to begin in late October as well. Bi-weekly meetings are still taking place and the project is on schedule to hit its target completion date at the end of 2019.

11. NEW BUSINESS

[19-3306](#)

Discuss and Consider Nominations for MPFDC Election of Officers for FY2019-2020

The Board moved to maintain the officers in their current positions.

Harold Bell - President

Wendy Collini - Vice President

Peter Phillis - Treasurer

Lisandra Keller - Secretary

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

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

Nay: 0

Abstain: 0

Non-Voting: 1 - Sean Turner

[18-2633](#)

Discuss and Consider Executing a Consultant Agreement With Geographic Technologies Group, Inc. in the amount of \$48,500 for Professional Services Related to Database Design/Creation, Onsite Inventory and Application (Software) Development for Parks and Recreation Asset Management System

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

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

Nay: 0

Abstain: 0

Non-Voting: 1 - Sean Turner

[19-3275](#)

Discuss and Consider Approval of Amendment Number Four to the Water Park Ground Lease and Operating Agreement Between STORE Master Funding VIII, LLC, and the City of Mansfield to Allow for

Expansion of the Hawaiian Falls Water Park Mansfield

No Discussion.

[19-3319](#)

Discuss and Consider Utilizing the Competitive Sealed Proposal Method as Providing the Best Value for Construction of the Hawaiian Falls 2019/2020 Capital Improvements; and Providing an Effective Date

No Discussion.

12. BOARD COMMENTS

-The Board welcomed new member, Sean Turner.

-Lindsay Cadenhead enjoyed the live-stream of the bridge install along the trail.

-Chris Osburn stated that improvements are coming along well.

13. INFORMATIONAL ITEMS

Matt Young, Parks and Recreation Director, informed the Board that the department now has a new receptionist Yvette Dorval.

14. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:13 pm.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation