



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, August 20, 2020

6:00 PM

City Hall Council Chambers

JOINT MEETING WITH MASTER PLAN ADVISORY COMMITTEE

1. CALL TO ORDER

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

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

2. WORK SESSION

[18-2924](#)

Parks, Recreation, Open Space and Trails Master Plan

A Master Plan Executive Summary and Master Plan feedback video were presented to the Board and the Master Plan Advisory Committee by Matt Young, Parks and Recreation Director, and Ann Beck, Marketing and Communications Manager. The Board was also provided with a timeline for the remaining steps in finalizing the Master Plan.

3. CITIZENS COMMENTS

None.

4. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:49 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 Park Expansion

2. Future Park Use
Property #: 02-18-01

5. **RECONVENE INTO REGULAR SESSION**

Harold Bell, President, reconvened into Regular Session at 7:38 p.m.

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

A motion was made by Wendy Collini, seconded by Scot Bowman to approve the terms of the developer's agreement with Hanover Property Company for the M3 Ranch project as discussed in Executive Session.

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

Aye: 7

Absent: 0

Non-Voting: 1

7. **APPROVAL OF MINUTES**

[20-3686](#)

Approval of Regular Meeting Minutes - July 23, 2020

A motion was made by Bowman, seconded by 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

8. **CASH FLOW STATEMENT**

[20-3687](#)

Cash Flow Statement - July 31, 2020

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 July.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up 19.8% for the month over last year, and up about 9.3% year to year. As part of the revenue portion of the cash flow, Matt informed the Board that MAC fees are below projections due to continuing COVID-19 restrictions currently in place as per the Governor's orders. Matt also provided the Board with an update on the status of public-private partnership entities. Operating expenditures are an increase in spending due to project expenditures and near end of fiscal year required maintenance. Overall, operating expenditures remain below budget projections. The estimated ending balance is \$4,858,334.

9. **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, informed the Board that the wayfinding contract, Master Plan preview presentation, and Board and Commission interviews will be covered during the City Council Meeting scheduled for August 24th. Matt also informed the Board that the Final General Fund Budget and final Board and Commission interviews will be held at the August 31st City Council meeting. Matt also discussed the special City Council meetings that will be held on September 11th and September 15th for the First and Third Reading of the FY2020-2021 Budget. The second reading of the budget will be held on September 14th at the regular City Council meeting. Matt informed the Board that Bernadette McCranie, Special Projects Coordinator, is currently working on a project to bring wireless internet connectivity to the parks through funding available through the CARES Act. Matt also updated the Board on the new North Main bridge LED lighting. A citizen's thank you card received by the Parks and Recreation Department was shared with the Board.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1. Skinner Sports Complex, Philip Thompson, McClendons and McKnight East: MYBA will take over the baseball fields at the Skinner Complex August 21st and begin their fall season. Mansfield girl's softball, pee wee football and soccer associations have been on the fields since August 1st. Staff has completed renovations to the baseball fields including edging the infield lips, and adding infield clay. Staff, at the request of MSA, has also added additional foul lines at the soccer fields for social distancing. Some additional tree work was performed by a contractor at the request of several citizens whose property borders the complex. At Philip Thompson, the half of the complex that is under renovation has been laser leveled and 40 new irrigation heads have been installed. The new Tifway 419 bermuda grass will be installed next week. The new LED lights have been installed at McClendon Park East.

2. Chandler: Staff replaced 12 team benches around the football fields and backstops as well as serviced the scoreboard and elevator. Staff also had to repair three doors due to vandalism and an attempted break in at the concession stand. Graffiti still continues to be an issue at the skate park. Staff added new signs for the splash pad trying to address the issue with dogs and sand being brought into the splash pad area.

3. Rose/Town Parks: Two large limbs were removed from one of the original pecan orchard trees at Rose Park. The tree split and a fallen limb was removed. Staff will monitor the tree and see if it heals. The pond fountain was repaired due to beaver damage. The low water crossing was cleared of logs and flood debris. Broken limbs were removed as well as trimming the privet back. The graffiti under the main street bridge was painted over. Staff also added new Gulf Muhly grass and lantana to the raised flower beds downtown.

4. *Oliver Nature Park: Gutters are being added to the front restroom building and the compost restrooms to help with drainage issues. Gulf Muhly and lantana were added to the entry flower beds. One additional area of the wildflower area that was primarily weeds was mowed. Staff continues to work on the beaver dam and drainage issue on the trail near the wildflower area. Some "you are here" signs were replaced at Fox Hollow and Philip Thompson. Three of the rules signs along the new section of trail will be removed and reinstalled with concrete.*

Overall: Hopefully the 100 degree days are behind us. Park staff will focus on maintaining the athletic facilities with all four association seasons getting underway. Also, staff will begin irrigation projects by installing additional heads and quick couplers to the back of the dog park and a drainage area along the new section of trail near Fox Hollow.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. *Athletics:*
 - *Associations are under agreement for the Fall.*
2. *Programs and Events:*
 - *MAC*
 - *Family Pickleball tomorrow night 6 – 9 pm*
 - *Free Pickleball Clinic on Saturday at 1 and 2 pm*
 - *Jeff Arnett with IQ Pickleball.*
 - *Seniors*
 - *Senior Day is tomorrow.*
 1. *45 meals will be delivered. 25 picked up.*
 2. *Snacks, Activity books, Mindy Lu Fried Pies*
 3. *9 am – 11 am*
 - *Oliver Nature Park:*
 - *Girl Scout Programs are very popular right now.*
 - *Kayaking has been strong when we get good weather.*
 - *City Camp out September 5th at McClendon East*
 - *Special Events:*
 - *Rock'n Tri had 65 registrations.*
3. *General:*
 - *GreenCity GIS will be collecting data in our parks starting September 27th.*
 - *MAC Post Cards instead of Fall Brochure.*

10. OLD BUSINESS

[19-3011](#)

Update; Walnut Creek Linear Park Trail System - 3A/3B

James Fish, Sr. Park Planner, informed the Board that staff is currently in discussions

with adjacent property owners of the 3A section of the trail to negotiate screening options in order to best address any concerns. Once these matters are resolved, final department and external department reviews can be completed. The project can then move forward into the advertising phase. This project was originally slated to bid late summer and is now on track for an early fall bid. The analysis of trail section 3B is under internal review. A clear direction of deliverables for the report analysis will be outlined for the consultant to refine. Discussions between the consultant and staff are underway. James also provided the Board with an overview of the bidding process as requested by Scot Bowman.

[20-3415](#)

Changes to the Code of Ordinances Chapter 96: Parks and Recreation and Chapter 156: Park Land Dedication and Development Fee to Accommodate New Facilities or Programs

Matt Young, Parks and Recreation Director, reviewed the proposed ordinance changes and additions with the Board. Feedback from the Board was recorded by Matt. Once changes to ordinances have been made, final changes will be forwarded to City Council for final approval.

A motion was made by Scot Bowman, seconded by Chris Osburn, to move forward with the off-leash dog areas portion of the ordinance changes to go before City Council for three readings and come back to the Board with the remaining proposed edits at the next meeting.

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

Aye: 7

Absent: 0

Non-Voting: 1

11. NEW BUSINESS

[20-3688](#)

Consideration and Possible Action Regarding Park Development Fee Credit from Hanover Property Company for the Proposed M3 Ranch Master Plan Development

A motion was made by Bowman, seconded by Osburn, 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

[20-3689](#)

Discuss and Consider Designating Areas as No Fishing Zones and Establishing Hours for Public Fishing at 1164 Matlock Road in Accordance with Chapter 96 of the Code of Ordinances of the City of

Mansfield, Texas

A motion was made by Collini, seconded by 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

12. BOARD COMMENTS

*-Chris Osburn informed staff that the Matlock Road median is looking great.
-Lindsay Cadenhead informed staff that she appreciates the great quality of the Master Plan work that has been put forth.
-Harold Bell announced his retirement as MPFDC President after 24 years of distinguished service on the Board.*

13. INFORMATIONAL ITEMS

None.

14. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 10:24 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation