



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, October 15, 2020

6:00 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

*Wendy Collini, Vice President, called the Regular Meeting to order at 6:00 p.m.*

#### 2. CITIZENS COMMENTS

*Justin Collins and Josh Santoro of Mansfield addressed the Board to inform them of an incident that occurred with a Mansfield Pee Wee Football parent. Mr. Collins and Mr. Santoro expressed their disappointment with the lack of response from Mansfield Pee Wee Football. No police report was filed in the incident.*

*Derek Bass, Joe Short, and Randy Wilke of Mansfield, addressed the Board to inform them of the formation of the Mansfield Youth Sports Association and stated that they would like to be considered for future field use at Chandler Park for football in Fall 2021 and James McKnight East for softball in Spring 2021.*

#### 3. APPROVAL OF MINUTES

[20-3815](#)

Approval of Regular Meeting Minutes - September 17, 2020

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

**Aye:** 7 - Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Jordan Adams

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 1 - Sean Turner

#### 4. CASH FLOW STATEMENT

[20-3816](#)

Cash Flow Statement - September 30, 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 September.*

*Matt Young, Parks and Recreation Director, informed the Board that sales tax is up 11.86% for the month over last year, and up about 9% year to year. As part of the revenue portion of the cash flow, Matt reminded the Board that MAC fees are below*

*projections due to continuing COVID-19 restrictions. Matt also provided the Board with an end-of-year update on the status of public-private partnership entities. Operating expenditures at end-of year reflect about \$1,060,490 below budget projections. Matt also provided additional background information regarding non-departmental expenditures reflecting higher than appropriations due to retiree benefits. The estimated ending balance is \$5,143,939.*

**5. 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 Park Chapter Ordinance revisions are ongoing and should be ready for City Council review at their regular meeting on November 9th with a possible final reading on December 14th. The quarterly report was also discussed and presented to 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, McClendon's and McKnight East: Several high school cross country meets have been held out at the Skinner Complex recently with another scheduled next week. Staff is continuing with their fall maintenance routine on all of the athletic fields including Crosscheck (a long term fire ant bait), mound treatments, and continuing with pre and post emergent herbicide applications. At Philip Thompson, the sod contractor came back out and replaced the dead sod that did not grow from the initial install. At Mcknight East, a softball league has been using the field on Wednesdays and the regular MGSA games are held on Saturdays. Two shade structures are also being replaced because of storm damage.*

*2. Chandler: The splash pad has been closed for the season. Staff will begin making any necessary repairs and winterizing next month. Graffiti continues to be an issue at the skate plaza. An application of fall fertilizer is scheduled for the football fields next week.*

*3. Rose/Town Parks: The playground components at Rose Park are scheduled to be repainted next week and will be closed while that happens. At the suggestion of an arborist, several holes were drilled in select pecan trees and PVC drain pipes added to help water drainage and prevent further damage. All of the basketball nets were changed over to cloth nets because patrons were reporting the basketballs getting stuck in the chain nets. At Town Park, the security system was repaired. The volleyball rules sign was also replaced due to vandalism.*

*4. Oliver Nature Park: The prairie areas have been mowed with selective grasses and clumps of other native plants left in place. All of the trees on the south side entrance were trimmed up to allow better visibility into the park from the road. Staff has also added a French drain to the front of the park to help with runoff.*

*5. Mans Best Field Dog Park: A pallet of fescue and a pallet of intermediate rye grass will be delivered to be used for winter over seeding of the grassy areas in the*

*paddocks. Staff also continues to have issues with the dog water fountains. French drains were installed in three of the dog paddocks for drainage issues and the dog bowl in paddock 2 was repaired.*

*Overall: The sports association activities as well as pavilion and facility rentals have been very active this past month. Most parks have been full on the weekends. Fire ants, wasps and king ranch bluestem continue to be maintenance issues along with very dry conditions. The new crew that takes care of Pond Branch, Chandler and the Dog Park have been working on re-planting the beds in Historic Downtown and adding lots of seasonal color.*

## **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 Wednesday, October 7th*
  - *MHS Cross Country meet at the Sports Complex on October 23rd.*
2. *Programs and Events:*
  - *MAC*
    - *Pickleball, Open Basketball and Martial Arts programs continue to be popular.*
    - *Busy with rentals on the weekends.*
  - *Seniors*
    - *Continue to help deliver meals to seniors and making welfare calls.*
    - *Crafters Workshop, Zoom Bingo are some of the programs.*
    - *Special deliveries on Veterans Day to the 15 veterans that participate in our senior program.*
  - *Oliver Nature Park:*
    - *Final Kayaking trip is this Sunday at Lake Arlington. (90 for the year)*
    - *Campfire Cookout on November 21st at Rose Park*
    - *Fishing, Little Naturalist and Homeschool programs continue to be popular.*
    - *School Field Trips are down – unsure when they will return at this time.*
  - *Special Events:*
    - *Music Alley is scheduled for October 17th on Main St.*
    - *Boo Bash is scheduled for October 23rd at the MAC*
      1. *Trunk or Treat type event in parking lot.*
    - *Veterans Day is on Wednesday, November 11th . Actual Veterans Day*
      1. *No parade this year due to COVID-19 precautions*
      2. *Planning a virtual salute and recognition.*
      3. *Signage in the yards of veterans.*
    - *Hometown Holidays is scheduled for December 4th – 5th*
      1. *Tree Lighting, Santa House and Fireworks on Main St. on Friday 4th*
      2. *No Parade Saturday – Festival on Main St.*
      3. *Coincides with the National Rodeo Championship in Arlington – Cowboy theme.*

6. **OLD BUSINESS**

[19-3011](#)

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

*Chris Ray, Park Planner, informed the Board that the construction documents for phase 3A (James McKnight Park East to Carlin Road) are currently being reviewed by City departments in the new permitting system. Staff is working on the project manual and easement agreement portion of the project in anticipation of advertising the project for bid in October. The analysis of the trail section for phase 3B (Carlin Road to Oliver Nature Park) has been completed. Staff has reviewed the analysis with engineering and the consultant for a clear recommendation while we await direction for the next phase.*

7. **NEW BUSINESS**

[20-3818](#)

Discuss and Consider Adoption of the 2020 Parks, Recreation, Open Space and Trails Master Plan

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

**Aye:** 7 - Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Jordan Adams

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 1 - Sean Turner

[20-3817](#)

Discuss and Consider Nominations for MPFDC Election of Officers for FY2020-2021

*The Board moved to elect the following officers for the FY2020-2021 term:*

*Wendy Collini - President*

*Bob Kowalski- Vice President*

*Peter Phillis - Treasurer (ex-officio)*

*Lisandra Keller - Secretary (ex-officio)*

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

**Aye:** 7 - Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Jordan Adams

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 1 - Sean Turner

8. **BOARD COMMENTS**

*-Lindsay Cadenhead stated she is looking forward to Music Alley.  
-Bob Kowalski would like to thank Garrett Smith, Park Services Specialist, for doing such a good job.  
-Scot Bowman would like to welcome Dr. Jordan Adams to the Board and thank Parks staff for working so hard.*

**9. INFORMATIONAL ITEMS**

*None.*

**10. ADJOURNMENT**

*Wendy Collini, President, adjourned the Regular Meeting at 7:09 p.m.*

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Wendy Collini, President

ATTEST:

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Lisandra Keller, Administrative Assistant II  
Parks and Recreation