



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Monday, March 1, 2021

6:00 PM

Online Only

THIS MEETING WILL BE HELD BY VIDEO CONFERENCING. To participate, please register at <https://mansfieldtexas.zoom.us/j/93675327179?pwd=VisvMnVwL3Q3WHFHRkIFZ3hwQkgzUT09> by 5:00 p.m. on Monday, March 1, 2021 or join by telephone at 1-888-788-0099 (Toll Free).

If joining by phone, please provide the Webinar ID number and password below:

Webinar ID: 936-7532-7179

Passcode: 383344

Citizen comments may also be submitted through the city's website www.mansfieldtexas.gov or by sending an email to lisandra.keller@mansfieldtexas.gov. All comments must be submitted by 3:00 p.m. on Monday, March 1, 2021. Comments received will be read into the record by the MPFDC President or the Parks and Recreation Director.

1. CALL TO ORDER

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

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

2. APPROVAL OF MINUTES

[21-3972](#)

Approval of Regular Meeting Minutes - January 21, 2021

A motion was made by Bob Kowalski, 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

3. CASH FLOW STATEMENT

[21-3973](#)

Cash Flow Statement - January 31, 2021

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

Matt Young, Parks and Recreation Director, informed the board that sales tax is up 3.7% for the month over last year and up 9.17% for the year over last year. Revenue is reflected above projections at this time primarily due to sales tax. Program fees remain below projections due to ongoing COVID-19 restrictions as well as a decline in demand due to COVID-19. Public-Private partnership updates were also provided to the board. Operation expenditures are below projections for most orgs. Savings reflected in operating expenditures are due to vacancies, employee benefit selection savings, and merit-based compensation savings as discussed at our last meeting.

4. 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 annual budget process is getting underway. Matt also provided the board with a MATA update regarding their previously proposed project. The Field Allocation Subcommittee will be meeting soon. Matt will be sending an availability email to subcommittee members. Matt also informed the board that the City of Mansfield Muniversity program will be hosted by the Parks and Recreation Department on March 3rd. The City Council workshop was held on February 25th through February 27th and Matt shared the Parks and Recreation presentation with the board which highlighted the department's "Top 4 Big Ideas."

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: Staff is in the process of applying pre-emergent herbicide to all athletic fields. Staff is also performing general ongoing maintenance on the fields after rentals as well as performing irrigation repairs. The restrooms did receive some freeze damage at the Skinner Sports Complex and McKnight East. McKnight damage has been repaired and restroom repairs were ongoing today at the sports complex.

2. Chandler: The football fields were treated with herbicide but the cold temperatures have slowed down their effectiveness. The lower field has been verticut to remove thatch. The new grinding rail was installed in the skate park. The restrooms have been repaired and staff is now waiting on a part to repair a water fountain.

3. Rose/Town Parks: As with other locations, the restrooms are being repaired at Rose Park and portable restrooms have been placed while repairs are ongoing. The pond fountain has also been repaired. At Town Park, the restroom partition has been

repaired due to vandalism and graffiti was removed from several areas.

4. Oliver Nature Park: Staff has ordered an additional Rocky Ford interpretive sign for the overlook area on the new trail near Fox Hollow. iZone has also agreed to replace any of the original interpretive signs that have become faded and are under warranty. Staff is in the process of removing privets in the wooded areas and along the trails while they are more visible during the winter (evergreens). Routine trail maintenance and minor repairs to park amenities are ongoing. All freeze damage from the winter storm has been repaired.

5. Mans Best Field Dog Park/Man House: Concrete pads were poured inside and outside of the paddocks and 10 benches were installed including two benches in each paddock and two along the entryway. Concrete borders were added to several dog bowls and the areas will be filled with decomposed granite. Drinking fountains and dog bowls are under repair due to freeze damage.

6. Overall: Staff is finalizing repairs to get restrooms and drinking fountains back online in all of the parks. Some repairs have been delayed due to parts as well as difficulty in getting plumbers on site.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. *Athletics:*
 - *Agreements are finalized for the Spring Season.*
2. *Programs and Events:*
 - *MAC*
 - *Projects*
 1. *Adding handicapped door functions on restroom doors.*
 2. *Building Maintenance-this week*
 - a. *Security system*
 - b. *Keyless entry*
 - *Programs*
 1. *KZ registration begins March 22nd.*
 - a. *24 participants at the MAC*
 - b. *If MISD opens facilities, it will increase to 36 at Erma Nash.*
 2. *Bunny Brunch is scheduled for Saturday, March 27th*
 - *Seniors*
 - *Programs*
 1. *Planning an Easter Drive through event on Wednesday, March 31st.*
 - *Oliver Nature Park:*
 - *Programs*
 1. *Kayaking starts March 14th and 19th*
 2. *City Camp Out scheduled for March 20th*
 3. *Programs throughout Spring Break*
3. *General:*
 - *5k's on Linear Trail*

- March 20th Pickle Event
- April 10th Barks and Recreation
- April 17th Police
- April 24th Summit HS
- May 1st Mansfield Mission Center
- June 2nd Run United
- Summer Brochure is underway.
- GreenCity GIS
- Finalizing Asset Predictor

6. **CITIZENS COMMENTS**

None.

8. **OLD BUSINESS**

[19-3011](#)

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

Chris Ray, Park Planner, informed the board that mobilization began February 2nd with groundwork following shortly after. The contractor has achieved 60% completion on clearing and has started on section grading. The northwest corner of McKnight East's baseball fields has been poured and staff anticipates moving forward with several culverts grading soon.

There is no update for the phase 3B trail section (Carlin Road to Oliver Nature Park) this month.

[21-3933](#)

Update; McClendon Park Improvements

Chris Ray, Park Planner, informed the board that after reviewing the initial site design, staff held a meeting with the Engineering Department to discuss options of right of way use and safety concerns regarding the Pacheco Koch concept. Staff then presented these findings to the design consultant to establish a better direction for the site plan. Currently, staff is reviewing the new concept and project schedule.

9. **NEW BUSINESS**

[21-3974](#)

Discuss and Consider Cancellation of March Regular Meeting

A motion was made by Scot Bowman, seconded by Jordan Adams, 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

[21-3975](#)

Discuss the City of Mansfield Citizen Satisfaction Survey Results

Matt Young, Parks and Recreation Director, presented the board with the City of Mansfield Citizen Satisfaction Survey results. Matt also informed the board that these results align with the results from the citizen survey that was conducted as part of the 10-Year Master Plan process.

10. BOARD COMMENTS

The board congratulated Matt for an impressive presentation and staff for their hard work, dedication, and quick turnaround on storm damage repairs. The board also thanked staff for the great response during the winter storm and providing a warming center for the citizens of Mansfield.

14. INFORMATIONAL ITEMS

None.

15. ADJOURNMENT

Wendy Collini, President, adjourned the Regular Meeting at 7:45 p.m.

Wendy Collini, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation