



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, April 18, 2019

6:00 PM

City Hall Council Chambers

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; Dee Davey; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:05 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
Property # 02-19-01
2. Future Park Use
Property # 10-18-01
Property # 09-18-01
Property # 11-16-07

C. Personnel Matters Pursuant to Section 551.074

1. Discuss and Consider Board Appointments for the Master Plan Advisory Committee

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 6:57 p.m.

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

A motion was made by Lindsay Cadenhead, seconded by Wendy Collini directing staff to execute a sales contract for the property located at 18012 Fox Hollow Drive in the amount of \$342,000 plus closing costs. The motion carried 7-0.

Aye: 7

Nay: 0

Absent: 0

Abstain: 0

Non-Voting: 1 - Scot Bowman

5. **APPROVAL OF MINUTES**

[19-3102](#)

Approval of Meeting Minutes - March 21, 2019

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

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

Nay: 0

Abstain: 0

Non-Voting: 1 - Scot Bowman

6. **CASH FLOW STATEMENT**

[19-3103](#)

Cash Flow Statement - March 31, 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 March.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 0.14% for the month over last year and up about 9% year to year. We have received payments on the Hawaiian Falls lease and Big League Dreams that were lower than our budgeted amount this month. Revenue continues to be above budget appropriation and operating expenditures continue below appropriations.

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 informed the Board that staff will update the City Council at their April 22nd meeting on the upcoming Monarch Festival. The Board was also informed of the City's ongoing website redesign process and requested additional input on useful information elements that could be included in the Parks and Recreation section. Matt informed the Board that the new site is scheduled to launch this fall. A quarterly report was also presented to the Board.

-Quarterly Report

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1) Sports Complex: Staff is performing regular seasonal maintenance. The spring fertilizer order has been delivered and staff will treat the baseball and soccer fields for annual bluegrass again before fertilizing, weather permitting. Our long time crew supervisor Mark Johnson retired so the administrative staff is in the process of interviewing for a new crew supervisor position over the athletic facilities.

2) Oliver Nature Park: The wildflowers are blooming nicely not only in the designated wildflower area, but also in the several prairie areas and along the boardwalk and near the maintenance building in the back. The recent rains have really produced a full crop of Indian paintbrush, bluebonnets, and several other native wildflowers. Unfortunately, the public has been walking into these areas and sitting down and taking pictures, leaving large dead patches in the bluebonnets. Additionally, staff continues to maintain the trail after each rain, removing the algae in the ponds and trimming low limbs along the trails.

3) Rose/Town/Linear Trail/Pond Branch: This time of year staff encounters many school buses due to various testing days and field trips. This is also one of the peak pavilion rental seasons. We did experience some issues recently with the Rose Park pond well and pipes that feed the pond. Staff worked to clear some debris out of one of the culverts and will monitor the water flow from the well. Aside from that, regular tree, trail and graffiti maintenance continues. The wildflower area was a little disappointing this spring because of the rescue grass. There is still a chance that the summer blooming flowers will have a more successful bloom.

4) Chandler: The new chlorine tanks have been installed at the splash pad and staff is getting the facility ready for opening on Memorial Day weekend. Also we have scheduled a contractor to treat the weeds in the turf areas on the football fields and grassy open space areas.

5) Overall: Established winter weeds continue to be a challenge. As the weather allows, staff will start the spring aeration and fertilization schedule. Also, staff has been working on finalizing some detail work in the landscape beds and around the property at the new admin building on Matlock for the grand opening on April 25th.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Athletics:

- Quarterly All Sports Meeting was held on Wednesday, April 10, 2019.

2. Programs and Events:

- MAC Programing Update:

- Kids Zone for the summer is full with 36 participants each week.
- Community Yard Sale is scheduled for May 4th from 9am to 1pm

- Oliver Nature Park:

- Field trips:

1. Springtown ISD - April 23rd-25th (5th Grade)
2. Tarver Rendon - April 29th (Kinder)

-Monarch Festival is scheduled for May 4th from 9am to noon at Oliver Nature Park.

- Special Events:

- Super Awesome Amazing Tiny Tri is on Saturday, April 27th at Chandler Park (1-10 years).
- Barks and Rec 5K has been re-scheduled for May 11th at Katherine Rose Memorial Park.

- General:

- Summer brochure is at the printers.

-Quarterly Report

8. **CITIZENS COMMENTS**

None.

9. **OLD BUSINESS**

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, informed the Board that clearing of underbrush and grading has started in select sections of the trail corridor around Philip Thompson and the connection area of Oliver Nature Park. The Walnut Ridge Baptist Church area will be worked on after the Easter 5K run so not to disturb the event. Pier drilling should be taking place at the end of this month in select bridge areas. Staff has approved the submittal of boardwalk amenities and also began bridge transportation discussions with the contractor. Summit Midstream Gas Company has asked for additional information which staff has provided and is awaiting their review. 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 construction bids were rejected by

City Council at their March 25th meeting. The design consultant is revising construction documents to correct some errors and modify a few components. The project will be re-advertised in April, with a contract award scheduled for MPFDC and City Council consideration in May. Construction is tentatively scheduled to begin in July and be complete by the end of 2019.

[18-2924](#)

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

Matt Young, Parks and Recreation Director, informed the Board that more than 700 survey responses were received by the April 15th closing date. The first round of public meetings was held on March 28th and April 2nd, with 20 citizens in attendance. A virtual meeting was broadcast live on Facebook on April 10th. Matt Young and Ann Beck answered questions from residents, some submitted in advance and some submitted during the meeting. Advisory committee meetings will begin in May. Matt informed the Board that we are currently looking at May 18th for our park tour.

[18-2921](#)

FY2019 Department Workplan Update

No update.

10. NEW BUSINESS

[19-3105](#)

Consideration and Possible Action Regarding Park Development Fee Credit from Hanover Property Company in the Proposed Somerset Phase 2 Development.

A motion was made by Dee Davey, seconded by Neal Shaw, that this matter be Approved. The motion CARRIED by the following vote:

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

Nay: 0

Abstain: 0

Non-Voting: 1 - Scot Bowman

11. BOARD ANNOUNCEMENTS

- Lindsay Cadenhead commended staff on the great public input received on the 10-Year Master Plan process.

- Dee Davey is thankful for all of the work staff has put into the public meetings and the master plan process.

12. INFORMATIONAL ITEMS

Matt Young, Parks and Recreation Director, provided the Board with information regarding the upcoming Parks Administration Open House event scheduled for Thursday, April 15th at 3:30pm.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 7:25 p.m.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation