



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, June 20, 2019

6:00 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

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

**Absent** 3 - Bob Kowalski; Lindsay Cadenhead and Chris Osburn

**Present** 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Scot Bowman

#### 2. RECESS INTO EXECUTIVE SESSION

*Harold Bell, President, recessed into Executive Session at 6:00pm.*

##### 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
2. Seek Advice of City Attorney Regarding Water Park Ground Lease and Operating Agreement with PPW Mansfield, LLC

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

1. Possible Linear Park Expansion  
Property # 06-19-01
2. Future Park Use  
Property # 09-18-01  
Property # 11-17-01  
Property # 11-16-05

#### 3. RECONVENE INTO REGULAR SESSION

*Harold Bell, President, reconvened into Regular Session at 7:05 pm.*

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

- Wendy Collini, Vice President, made a motion to approve the revised park plan shown on the preliminary plat dated May 22, 2019 regarding the park dedication in the Birdsong planned development. Dee Davey seconded the motion. Motion carries 5-0.

- Scot Bowman made a motion to approve the purchase of five (5) pieces of capital equipment as presented by staff out of the FY2019 operating budget in the amount of \$135,125. Neal Shaw, seconded the motion. Motion carries 5-0.

*FY19 Capital Equipment for purchase:*

- Chevrolet Traverse	\$27,525
- Chevrolet 2500 Truck	\$31,500
- Kubota RTV	\$22,300
- Chevrolet 2500 Truck	\$31,500
- Kubota RTV	\$22,300

*Total Capital Equipment Cost: \$135,125*

**5. APPROVAL OF MINUTES**

[19-3178](#)

Approval of Meeting Minutes - May 16, 2019

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

**Aye:** 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Scot Bowman

**Nay:** 0

**Absent:** 3 - Bob Kowalski; Lindsay Cadenhead and Chris Osburn

**Abstain:** 0

[19-3182](#)

Approval of Special Meeting Minutes - June 1, 2019

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

**Aye:** 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Scot Bowman

**Nay:** 0

**Absent:** 3 - Bob Kowalski; Lindsay Cadenhead and Chris Osburn

**Abstain:** 0

[19-3179](#)

Approval of Special Meeting Minutes - June 6, 2019

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

**Aye:** 5 - Harold Bell; Wendy Collini; Dee Davey; Neal Shaw and Scot Bowman

Nay: 0

Absent: 3 - Bob Kowalski; Lindsay Cadenhead and Chris Osburn

Abstain: 0

## 6. CASH FLOW STATEMENT

[19-3180](#)

Cash Flow Statement - May 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 May.*

*Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 16.3% for the month over last year and up about 8.6% year to year. Revenue continues to be above budget projections and operating expenditures continue below appropriations. Matt stated that the Cash Flow Statement will reflect some operating expenditure savings due to vacant positions.*

*Neal Shaw asked if Dog Park expenditures will not hit until the next Fiscal Year. Matt informed the Board that, during construction, some fees will be reflected but not project fund expenditures.*

## 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 a proclamation for July as Parks and Recreation month as well as a Mill Valley park improvement update will be on the agenda for City Council at their June 24th meeting. The Board was also informed that the Parks and Recreation department was a recent winner of two TAMIO Awards. The department was awarded First Place for the Best Recurring Program for Parks and Rec as well as Third Place in the Marketing Plan category for the Check-In Mansfield campaign. Matt also provided the Board with a Dog Park timeline update. The Board was also informed that the UTA students have completed their concepts for the Veteran's Memorial project. Three concepts will be presented to the Board at a future meeting in July or August.*

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

*1) Sports Complex: Our new athletics crew supervisor started yesterday. Drew Livingston has filled the position that Mark Johnson held for many years until he recently retired. We will again host the USSSA World Series at the Sports Complex July 11th through July 17th. Staff is currently working on preparing the fields for this*

event. Additionally, MGSA will be hosting a tournament at McKnight East this weekend.

2) Oliver Nature Park: New sliding entry gates have been installed at Oliver Nature Park. Staff has also made a few improvements to the composting restroom in an attempt to keep rainwater out of the reservoir such as emptying the water reservoir, adding new handles to the access panels and installing a french drain around the restroom to help with drainage. Replacement boards on the boardwalk and tree overlook continues. Staff has also treated for poison ivy and pruned overhanging branches throughout the trail. Additional granite has been ordered to help fill in the areas washed out by rain as well.

3) Rose/Town/Linear Trail/Pond Branch: As a result of all of the rainfall this spring, the poison ivy along the trails at Rose, Town, and the Linear Park is very thick and healthy. Staff has begun to treat the areas along the edges of the trail. Staff also replaced volleyball nets, hardware, BBQ pits, and replaced the electrical plugs at the bottom of the amphitheater. Staff is also continuing to switch out the light fixtures in the pavilions and restrooms with LED light fixtures. Graffiti has also been appearing along Pond Branch Trail near Kimball Street since school has been out.

4) Chandler: The Splash Pad area has been power washed, the feature valves have been rebuilt, pressure valves were cleaned, and a new hours of operation sign was installed on the building. We are having some issues keeping the algae and moss under control in the pond with the extreme heat. Staff has hired a company to help manage this issue.

5) Overall: Summer is here and staff has begun preparations for our Rockin' 4th event on Wednesday, July 3rd at Big League Dreams.

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

[16-2068](#)

### Monthly Update on Current Programs & Services

#### 1. Athletics:

- Next All Sports Association Meeting is Wednesday, July 10th.
- Tim McCann resigned as President of MSA. Debbi Hinds is the new President.

#### 2. Programs and Events:

- MAC Programing Update:
  - Kids Zone is underway at Erma Nash.
  - Pickleball Tournament is September 7th with 150+ registered (expecting

300).

- 1. Referee Class and beginner programs continue to be popular.
- Family Nerf Night is July 19th, 60+ registered.
- Seniors BBQ Fundraiser is tomorrow night from 5-7 pm.

- Oliver Nature Park:

- Father/Son Kayaking is June 21st.
- Summer Camps are underway with 5-10 participants.
- Little Naturalist, Home School, fishing programs continue to be popular with 10-15+ registrants in each class.

- *Special Events:*

- *Barks and Rec 5K was held on Saturday, June 8th at Rose Park with 158+ participants.*
  - *Sugar Rush 5k was held on Saturday, June 8th at Rose Park with 90+ participants.*
  - *Rock'n Kids Tri is Tuesday, July 2nd at BLD and Hawaiian Falls with 42 participants (expecting 60+).*
  - *Rock'n 4th of July is Wednesday, July 3rd at BLD.*
- Parking pass and Hall of Fame tickets can be picked up at the Parks Administration Building during normal hours starting Wednesday, June 26th.*

3. *General:*

- *Automatic doors have been installed at MAC.*
- *Chandler Park street area around STEM Academy is under construction.*

8. **CITIZENS COMMENTS**

*None.*

9. **OLD BUSINESS**

[19-3011](#)

Update: Walnut Creek Linear Park Trail System

*James Fish, Sr. Park Planner, informed the Board that piers for the bridges and concrete boardwalks have been set. The contractor will be moving forward with pier drilling and compaction grading preparation for the adjacent abutments. Once these have been drilled and formed, we will move forward with concrete pours. Staff has also finalized the last easement agreement with Summit Midstream Gas Company so that we can proceed with forming the concrete trail from the eastside soon. 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

*James Fish, Sr. Park Planner, informed the Board that staff is anticipating contracts being finalized in mid-June, with a pre-construction meeting to be held by the end of the month. The notice to proceed is anticipated to be granted with construction and mobilization to start in early July. Schedule will be finalized with benchmark dates, bi-weekly meetings, and site visits to organize mobilization and staging.*

[18-2924](#)

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

*Matt Young, Parks and Recreation Director, informed the Board that a tour of the parks and recreation system was held on Saturday, June 1st. 25 members of the MPFDC, Master Plan Advisory Committee (MPAC), City Council and City staff were in attendance. The kick-off meeting of the MPAC was held on June 4th. Agenda topics included: committee responsibilities, project schedule, public involvement process, and online survey analysis. The MPAC was provided a project binder and homework assignments to read before the next meeting on June 27th. Regular meetings will be scheduled on a monthly basis on the first Thursday of the month beginning in August.*

*The Board was also informed that MPAC subcommittees will begin meeting in August. Survey responses were also provided to the Board.*

[19-3167](#)

Discussion; Mansfield Park Facilities Development Corporation  
Proposed FY2019-2020 Budget

*Matt Young, Parks and Recreation Director, informed the Board that all budget items remain as previously discussed and submitted. Matt also informed the Board that some FY2019 projections have been adjusted resulting in a decrease in expenditures due to position vacancies as well as an increase in revenues based on higher receipts.*

[17-2233](#)

Discussion; MPFDC 10-Year Strategic Business Plan

*Matt Young, Parks and Recreation Director, informed the Board that the Hawaiian Falls revenue projection has been increased to \$240,000 and the Walnut Creek Phase 2C project was moved to FY2021. FY2020 Budget adoption will be at the next MPFDC meeting scheduled for July 18th.*

**10. BOARD ANNOUNCEMENTS**

*Neal Shaw would like to thank everyone involved in the acquisition of the Southwest Community Park.*

**11. INFORMATIONAL ITEMS**

*None.*

**12. ADJOURNMENT**

*Harold Bell, President, adjourned the Regular Meeting at 7:38 pm.*

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Harold Bell, President

ATTEST:

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Lisandra Keller, Administrative Assistant II  
Parks and Recreation