



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, February 20, 2020

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 6:03 pm.*

**Absent** 1 - Sean Turner

**Present** 7 - Harold Bell; Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn and Scot Bowman

#### 2. RECESS INTO EXECUTIVE SESSION

*Harold Bell, President, recessed into Executive Session at 6:05 pm.*

##### 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. Future Park Use  
Property #02-18-01  
Property #01-20-01  
Property #02-20-01

#### 3. RECONVENE INTO REGULAR SESSION

*Harold Bell, President, reconvened into Regular Session at 6:57 pm.*

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

*A motion was made by Lindsay Cadenhead, seconded by Scot Bowman to accept the 12.58 acre tract of land in the proposed Forest Brook development to meet the requirements of the park land dedication ordinance.*

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

*Aye: 6*

*Absent: 1*

*Non-Voting: 1*

**Absent** 2 - Neal Shaw and Sean Turner

**Present** 6 - Harold Bell; Wendy Collini; Bob Kowalski; Lindsay Cadenhead; Chris Osburn and Scot Bowman

## 5. **APPROVAL OF MINUTES**

[20-3460](#)

Approval of Meeting Minutes - January 16, 2020

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

**Aye:** 6 - Harold Bell; Wendy Collini; Bob Kowalski; Lindsay Cadenhead; Chris Osburn and Scot Bowman

**Nay:** 0

**Absent:** 2 - Neal Shaw and Sean Turner

**Abstain:** 0

## 6. **CASH FLOW STATEMENT**

[20-3461](#)

Cash Flow Statement - January 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 January.*

*Matt Young, Parks and Recreation Director, informed the Board that sales tax is up about 19.5% for the month over last year and up about 10.75% year to year. Revenue items are not yet finalized as we are awaiting a few revenue figures that have not been credited for the months of October through December such as mineral proceeds. Appropriations for future months have been adjusted in order to capture that revenue from mineral proceeds. Matt also informed the Board that we are awaiting payment from FieldhouseUSA and that this would be the first payment that would reflect a percentage of revenue earned.*

## 7. **DEPARTMENT UPDATES**

## 8. **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 Third and Final Reading of the Standards of Care for the Kids Zone program will be covered during the City Council Meeting scheduled for February 24th. Matt also discussed the Walnut Creek Linear Trail Phase 2 and Harold Bell Park ribbon cutting ceremonies*

*held on February 15th.*

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

[16-2067](#)

#### Monthly Update on Daily Maintenance of Current Park Facilities

1. *Skinner Sports Complex: Not much change from last month's regular maintenance duties. Staff treated for fire ants, performed irrigation repairs, had a shade structure replaced, replaced a dugout, and repaired some gates and goals. It is the time of year to apply pre-emergent herbicide. Tribute post-emergent herbicide and Princep pre-emergent have been purchased and delivered. Staff is waiting on the weather to cooperate to apply them to all of the turf areas at the athletic fields and medians.*

2. *Chandler: The new wind screens for the tennis courts have been delivered and 1 out of the 5 has been installed. The rest are scheduled to be installed next week. Staff is still waiting on one quote to have the valves repaired for the splash pad. We are also waiting on a ballast to come in to repair some parking lot lights. A larger covered grill was installed also at the large pavilion.*

3. *Rose/Town Parks: We experienced a major vandalism event at the women's restroom at Rose Park. Portable toilets have been delivered while staff is repairing the restrooms. The vandals destroyed the automatic sensors to the toilets and caught several items on fire including the trash can and its contents. This has caused extensive fire and smoke damage that will take time to repair. Staff was able to capture images of two men and passed the images on to the police and fire departments. With all the rain, staff has also spent considerable time cleaning up silt and flood debris from the low water crossing and under the Walnut Creek bridge.*

4. *Harold Bell Park and the new section of Walnut Creek Linear Park: We opened the new section of the Walnut Creek Linear Park and Harold Bell Park on Saturday, February 15th. Staff spent most of the last week or two installing signs, mutt mitt dispensers, split rail fencing, rules signs, bollards, bicycle racks, and performing last minute trail cleanup and detail work for the ribbon cuttings on Saturday morning.*

5. *Overall: Maintenance staff has been given direction to apply pre-emergent and post-emergent herbicide to all of the turf areas on the medians and athletic fields next week. Also, the botanical crew will begin repairing damaged turf areas, bare spots and dead areas under the oak trees on the medians and eventually add new topsoil and sod. Finally, eight parks and recreation staff will head to Galveston next week for the annual Texas Recreation and Park Society's Annual Institute and Expo. Three park operations employees will compete there in the state maintenance rodeo as well.*

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

[16-2068](#)

#### Monthly Update on Current Programs & Services

1. *Athletics:*
  - *Spring Seasons are ready to get started.*
  - *Next All Sports Association meeting is April 8th.*
2. *Programs and Events:*
  - *MAC*

- Spring Slam Pickleball Tournament is February 21 – 23rd at the MAC
  1. We are full with over 90 participants.
- Spring Break Programs (Flyer)
- Oliver Nature Park:
  - Up coming field trips:
    1. Kenneth Davis 1st Grade – March 5th
    2. Kenneth Davis 3rd Grade – March 6th
    3. Roberta Tipps 2nd Grade – March 17th
    4. Annette Perry Kindergarden – March 20th
    5. Anna May Daulton 1st Grade – March 26th and 27th
- Special Events:
  - Pickle Parade and Palooza is March 13 – 15.

## 9. CITIZENS COMMENTS

*Mr. Denis Davidson discussed the growing trend of Pickleball as well as items they would like the Board to consider in the future regarding the expansion and availability of Pickleball in Mansfield. Mr. Davidson discussed steps that can be taken by the Board in the near term, mid term, and future to aide in the accommodation and expansion of Pickleball in the area.*

## 10. OLD BUSINESS

### [19-3011](#)

#### Update: Walnut Creek Linear Park Trail System

*Chris Ray, Park Planner, informed the Board that the trail is complete with the punch list items underway. Park staff and outside contractors are finishing the property boundary delineation fencing that was required as part of the contracts of sale when the parcels were acquired. This should be complete by the end of the month. With Philip Thompson Soccer Complex serving as a trail head for this new section of trail, the current manual entry gate will be replaced with an automated gate for more efficient opening and closing operations. Trail use hours will be the same times as our unlit trail sections for other areas of the Walnut Creek Linear Park. A ribbon-cutting ceremony was held on February 15th to officially open this section of new trail. The contractor and staff are finalizing the contract documents for project closeout. With this section completed, staff will begin next month with updates to the phase 3 trail section currently in design.*

### [17-2412](#)

#### Update; Dog Park

*Chris Ray, Park Planner, informed the Board that the park is undergoing the final cleaning and prep for a March 2020 opening. Electric service has been energized for the automation of the irrigation and lighting, disturbed areas have been seeded and a punch list is underway by the contractor for items needing correction or changes. Staff is working to get the median construction complete as quickly as possible as the delay is due to the removal of a street light pole. The park is currently locked and not open for use.*

### [18-2924](#)

#### Parks, Recreation, Open Space and Trails Master Plan

*Matt Young, Parks and Recreation Director, informed the Board that the Master Plan Advisory Committee (MPAC) is scheduled to meet on March 5th to review the first draft of the plan. A series of open houses will be scheduled in the weeks following spring break.*

[20-3415](#)

Changes to the Code of Ordinances Chapter 96: Parks and Recreation and Chapter 156: Park Land Dedication and Development Fee

*Matt Young, Parks and Recreation Director, informed the Board that the sub-committee met on February 5th to review staff's recommendations for changes and additions to the Parks Chapter. Staff is now working with the City Attorney's Office on the language for the proposed changes. The final draft of the proposed changes should be ready for MPFDC review and approval at the March 19th regular meeting.*

**11. BOARD COMMENTS**

*- Harold Bell, President, thanked the Board, City Council, and Parks and Recreation staff for the namesake park honor. He also congratulated staff for the great job on the opening of both the new phase of the Walnut Creek Linear Trail and Harold Bell Park.*

*- The Board thanked and congratulated staff on the great work done on the trail and the Harold Bell park openings. The Board also congratulated Harold Bell on his namesake park.*

*- Bob Kowalski also congratulated Ann Beck, Communications and Marketing Manager, on a job well done on social media and event brochures. He also informed the Board of the Pickle Parade and Palooza event that will be held on March 13th and 14th.*

**12. INFORMATIONAL ITEMS**

*None.*

**13. ADJOURNMENT**

*Harold Bell, President, adjourned the Regular Meeting at 7:30 pm.*

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Harold Bell, President

ATTEST:

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Lisandra Keller, Administrative Assistant II  
Parks and Recreation