



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, July 2, 2020

6:00 PM

City Hall Multipurpose Room

1. CALL TO ORDER

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

Absent 2 - Neal Shaw and Sean Turner

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

2. RECESS INTO EXECUTIVE SESSION

Harold Bell, President, recessed into Executive Session at 6:03 pm.

A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

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 #02-18-01

3. RECONVENE INTO REGULAR SESSION

Harold Bell, President, reconvened into Regular Session at 6:32 pm.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

A motion was made by Wendy Collini, seconded by Scot Bowman, to approve the terms of the Developer's Agreement with Realty Capital Management for the Watson Branch project as discussed in the Executive Session.

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

Aye: 6

Absent: 1

Non-Voting: 1

5. **APPROVAL OF MINUTES**

[20-3583](#)

Approval of Regular Meeting Minutes - May 21, 2020

A motion was made by Scot Bowman, seconded by Wendy Collini, 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**

[20-3584](#)

Cash Flow Statement - May 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 June.

Matt Young, Parks and Recreation Director, informed the Board that sales tax is down 7.75% for the month over last year, and up about 7% year to year. As part of the revenue portion of the cash flow, Matt discussed MAC refunds for programs, rentals, and athletics. At this time, our overall revenue is around \$282,000 under budget projections due to COVID-19. Matt also provided the Board with an update on the status of public-private partnership entities. Operating expenditures currently reflect a savings of approximately \$913,000 as a result of deferred maintenance and cost saving measures put in place due to COVID-19. Capital expenditures continue to be deferred with the exception of the Walnut Creek Linear Park Phase 4 acquisition since it is bond funded. The estimated ending balance is \$4,973,874.

7. **DEPARTMENT UPDATES**

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

Monthly Calendar Updates on City Council Agenda Items, City Meetings & Activities

Covered as part of the Cash Flow Statement updates.

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

1. *Sports Complex: MYBA hosted the USSSA World Series baseball tournament this*

past weekend held at Big League Dreams and the Michael Skinner Sports Complex. Staff assisted with working the fields and cleanup during the course of the tournament. MYBA began regular season play on June 1st with a scheduled end on July 19th. A shade cover over a set of bleachers was replaced after it was damaged in a storm. Several of the athletic field lights have been replaced that had burnt out. MGSA has several weekend tournaments coming up beginning this weekend. Staff continues performing general maintenance tasks on all athletic fields including irrigation repairs, aeration of turf, and treating for fire ants.

2. Oliver Nature Park: Both the front and back ponds have been stocked with channel catfish, bluegill, crappie and fathead minnows. Additional decomposed granite continues to be added to worn and eroded areas of the trail due to heavy rains we have had over the past couple of weeks. The bridge between entrance to the nature trail and the tree house overlook has been rebuilt. Ongoing maintenance continues replacing the Timbersil boards on the boardwalk with cedar.

3. Chandler: The splash pad opened on June 6th a couple of weeks later than it would normally have due to the COVID -19 restrictions that were in place. The splash pad was recently inspected by the Tarrant County health inspector and passed. The football fields have also been aerated and treated for fire ants.

4. Man's Best Field Dog Park: The dog park opened on June 10th and has been very popular especially during the evening hours. Signs numbering each paddock are being installed to aid visitors and staff making identification easier for any reported maintenance needs or issues. Bare spots in the back of the paddocks have been over seeded with Bermuda.

5. Rose/Town/Linear Trail/Pond Branch: Catfish, bluegill and minnows were also added to the Rose Park pond. The supplies for the section of the concrete fence that was damaged by an unhooked trailer have been received, and staff will be making those repairs. Staff also continues limbing up trees in the middle of the park and along the linear trail. Routine maintenance issues included cleaning up the low water crossing area after the recent rains, weeding flowerbeds, and removing vandalism from the trail.

Overall: In addition to Rose Park and Oliver Nature Park, all other ponds were stocked with fish on June 17th. Due to restrictions being lifted, all park amenities have been reopened helping the parks become much busier and taking a lot of the strain off of Oliver Nature Park. Staff is gearing up to take care of any maintenance needs once the current seasons end to prepare for the fall seasons.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Athletics:
 - All Sports Association Meeting will be held

on Wednesday, July 8th.

- MYBA did have a Spring/Summer season.
- Everyone is planning on having a Fall Season at this point.

2. *Programs and Events:*

- MAC
 - Kids Zone has 10 – 15 participants each week.
 - Pickleball numbers are strong.
 - Open gym is recreational shooting only (no 5 v. 5 games)
 - MATA tennis camps have 8 – 12 participants.
Added one week in July.
 - Martial Arts classes have good attendance.
 - June by the numbers:
 1. Door Scans = 6,051
 2. Memberships Sold (includes Day Pass) = 322 for \$3,551
 3. MAC Rentals = 14 for \$1,362
 4. Pavilion Rentals = 6 for \$367
 5. Field Rentals (does not include MYBA and MSA) = 31 for \$870
- Seniors
 - 4th of July Picnic Party in a Box
 1. Delivered 45 today, 25 to be curbside pick up tomorrow.
 2. Pork & beans, ramen, granola bar, candy, lemonade, etc...
 3. Puzzle Booklet – crossword, word search, word scramble, etc..
 4. Monthly Calendar
 5. Print out of a song "My Favorite Things"
- Oliver Nature Park:
 - Animal Science Camp had 12 participants.
 - Bugs Life had 6 participants.
 - We have 8 for next weeks camp.
 - Birding by Kayak had 12 participants.
 - Archery this morning had 11 participants.
 - Staff with table at park promoting programs has helped.
- Special Events:
 - Rock'n Tri will be Friday, July 31st at Hawaiian Falls and Big League Dreams. 50 Participants so far.
 - Summer Slam Pickleball (Aug 1st weekend) tournament was canceled.
 - Music Alley is scheduled for October 17th.

3. *General:*

- Working on the Fall Brochure, should be out this month.

8. **CITIZENS COMMENTS**

None.

9. **WORK SESSION**

A. Discussion; MPFDC FY2020-2021 Budget

Matt Young, Parks and Recreation Director, provided the Board with an overview of the budget submission documents for FY 2020-2021. Sales tax projections were discussed with the Board as well as the available additional sources of revenue.

Departmental operating expenditures were also presented and discussed with the Board. Matt also discussed the possibility of using Park Development Fees for some future projects as well as proposing different funding options for other future projects.

10. OLD BUSINESS

[18-2924](#)

Parks, Recreation, Open Space and Trails Master Plan

Matt Young, Parks and Recreation Director, informed the Board that staff is working on the finalizing the first draft in preparation for public input in August. A series of MPAC, MPFDC, P & Z, and City Council meetings and updates will be scheduled in August and September with the goal to have the final draft adopted by the City Council in October.

[19-3011](#)

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

James Fish, Sr. Park Planner, informed the Board that on June 3rd, staff internally reviewed the design at 80%. Direction was given to finalize screening, alignment, and several approaches. It was also decided that additional design scope was needed for a rendering of the screening along the adjacent properties for additional discussions. On June 5th, staff held a call with Kimley Horn to inform them to incorporate the new design corrections. Once final design is completed, the project should be ready to bid construction for phase 3A later this summer.

[20-3415](#)

Changes to the Code of Ordinances Chapter 96: Parks and Recreation and Chapter 156: Park Land Dedication and Development Fee to Accommodate New Facilities or Programs

This item was tabled for discussion at the next meeting.

11. BOARD COMMENTS

Bob Kowalski congratulated staff on a job well done with Mans Best Field stating he has received great feedback on this facility.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Harold Bell, President, adjourned the Regular Meeting at 9:21 pm.

Harold Bell, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation