



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, April 15, 2021

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Wendy Collini, President, called the Regular Meeting to order at 6:01 p.m.

Absent 2 - Lindsay Cadenhead and Sean Turner

Present 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Chris Osburn; Scot Bowman and Jordan Adams

2. RECESS INTO EXECUTIVE SESSION

Wendy Collini, President, recessed into Executive Session at 6:02 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. Future Park Use

3. RECONVENE INTO REGULAR SESSION

Wendy Collini, reconvened into Regular Session at 6:39 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[21-4031](#)

Approval of Regular Meeting Minutes - March 1, 2021

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

Aye: 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Chris Osburn; Scot Bowman and Jordan Adams

Nay: 0

Absent: 2 - Lindsay Cadenhead and Sean Turner

Abstain: 0

6. CASH FLOW STATEMENT

[21-4032](#)

Cash Flow Statement - March 31, 2021

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 April was reviewed.

Matt Young, Parks and Recreation Director, informed the board that sales tax will be recorded differently as per auditor recommendations. Due to auditor adjustments, no February sales tax figures will be reflected. Any future adjustments in reporting will also be relayed to the board. MAC fees continue to be below projections due to COVID-19 but are rebounding nicely. Revenue remains above projections overall even without February sales tax figures. For the month of April, sales tax is up 5.8% for the month over last year and up 9.56% year over year. Matt also provided the board with an update on public-private partnerships. Matt also informed the board that operating expenditures continue to be below projections due to savings in legal fees, vacancies, and salary and benefit savings.

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, informed the board that the department is in the middle of the FY2021-2022 budget process. Matt also informed the board of the upcoming MVP Appreciation event scheduled on May 13th at The LOT. Additional information will be made available to the board via email. Matt praised Toby Fojtik and his staff for handling the mowing cycles contractors were unable to complete. Matt also informed the board that City Council is ready to authorize some capital projects that can be funded through repurposed appropriations that would go unused due to other capital project delays. Rose Park improvements and Gertie Barrett Park projects were discussed with the board as possible options. Matt is hoping to have funding identified in the next few months.

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: At the Skinner Complex, staff performed general maintenance such as irrigation repairs, fertilized, and made plumbing repairs from the winter freeze. Both MYBA and MSA seasons are underway. At Philip Thompson, the fields were sprayed for weeds,

core aerated and fertilized. Irrigation repairs were also made. Similarly, at McKnight East, the fields were fertilized and irrigation and plumbing repairs were made from the freeze damage. The MGSA season is underway.

2. Chandler: The Chandler football fields were de thatched using our new piece of turf equipment, sprayed for weeds, and fertilized. Fence and plumbing repairs were also made. The well pump that supplies the pond was repaired and measures were taken to raise the water level to help with algae buildup. The creek was cleaned out. The poured in place repair products have been shipped and the outside section of the splash pad is scheduled to be repaired this month. A small repair was also made to the playground surfacing. The remaining valves in the splash pad were replaced and new flow meters and chemical tubing were added.

3. Rose/Town Parks: Easter weekend was extremely busy in these parks with large number of patrons in the parks and pavilion rentals. As with the other parks, staff had to repair numerous fountains, restroom features and irrigation due to the freeze. Graffiti still is an issue under the Main Street and Walnut Creek bridges. The amphitheater zoysia grass steps were also sprayed and fertilized.

4. Oliver Nature Park: Staff installed irrigation and some native grasses established in the construction staging area at Fox Hollow along the new trail. Also, some additional stepping stones were added to the wildflower area to help with foot traffic in the bluebonnets. Regardless of being trampled, there is a good wildflower crop this year. Staff also worked on re-plumbing the bird waterers at the bird blinds and a scout group added additional feeders. Regular maintenance such as trimming limbs, refinishing benches and adding granite was also performed.

5. Mans Best Field Dog Park/Man House: This park received freeze damage as well. All dog bowls have since been repaired. A new slab was poured for the water fountain that was damaged and the fountain has been reinstalled. New benches and slabs were added and backfilled. New trash cans were ordered and are scheduled to be installed by the new benches.

Overall: We received significant freeze damage to plant material in the medians and landscape beds citywide. Most of the freeze tender plants such as Indian Hawthorne shrubs and some lacebark elm trees won't come back. Staff will continue to monitor the freeze damaged plants and remove and replace them as soon as possible.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Athletics:

- All Sports Association meeting was held on April 14th.
- Spring seasons are going well.
- Associations requested more time to review new Field Allocation Policy.
- Meeting set up for April 28th to discuss new Field Use and Light Fees.

2. Programs and Events:

- MAC
- Programs

1. *MAC Birthday Celebration flyer provided to board.*
2. *Kids Zone is full for the summer. Several on wait list every week.*
 - a. *24 participants at the MAC*
 - b. *If MISD opens facilities, it will increase to 36 at Erma Nash.*
3. *Pickleball Tournaments*
 - a. *June 30th - July 2nd*
 - i. *4th of July Pickleball Classic*
 - ii. *Andy Miller -Tournament Director/Dallas PB Assoc.*
 - iii. *Proceeds go toward Alzheimer's Research*
 - iv. *100 participants*
 - b. *July 30th - August 1st*
 - i. *Summer Slam at Fieldhouse USA*
 - ii. *Expect 300+ participants*
 - iii. *Pickleballtournaments.com*
 - iv. *Registration starts May 1st*

- *Seniors*

- *Programs*

1. *Craft programs, Bridge, Line Dance programs are in session.*
2. *AARP Tax program has been popular again this year.*
3. *Planning soft openings for socialization.*

- *Oliver Nature Park:*

- *Programs*

1. *Scout programs continue to be popular.*
 2. *Kayaking is off to a good start.*
 3. *Archery continues to see a good turnout.*
 4. *Monarch Festival scheduled for May 8th 9am-Noon*
- *Evan Treadgold - New Nature Education Specialist*

3. *General:*

- *5k's on Linear Trail*

- *April 24th Summit HS*
 - *May 1st Mansfield Mission Center*
 - *June 2nd Run United*

- *Summer Brochure has been mailed.*

- *GreenCity GIS*

- *Agreement is finalized.*

- *Gym A/C unit needs to be replaced*

- *working with building maintenance*

MARKETING & COMMUNICATIONS UPDATE (ANN BECK)

[21-3932](#)

Update on Marketing & Communications Programs and Projects

Ann Beck, Marketing & Communications Manager, provided the board with an update on current projects, programs and events. Internal campaigns as well as social media metrics were also discussed. A copy of the report was provided to the board.

8. CITIZENS COMMENTS

None.

9. **OLD BUSINESS**

[19-3011](#)

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

Chris Ray, Park Planner, informed the board that portions of the trail have been poured in the west section around the McKnight softball fields and the contractor is continually moving towards the Shops at Broad area. The screening wall behind FieldhouseUSA and At Home is 100 percent complete along with the large columns for the future fencing. We are moving forward with the retaining wall section and placing culverts in the already poured section. This project includes a 120-calendar day contract and is expected to be completed this summer.

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 the design consultant is currently working on construction documents and project cost projections. Staff has given direction with amenities and general layout. A meeting is scheduled the week of April 26th to review the 90% completed plans with anticipation of submitting them to permitting in June.

[19-3014](#)

Update: Julian Feild Park

Matt Young, Parks and Recreation Director, informed the board that staff is working on a professional services contract for design work for park development and a Veteran's Memorial. Updates for this project will begin next month.

[21-3927](#)

Discuss and Consider Adopting an Athletic Field Use and Allocation Policy

This item has been tabled for discussion at the next meeting.

10. **NEW BUSINESS**

[21-4033](#)

Discuss and Consider Executing a Consultant Agreement with Barker Rinker Seacat Architecture in the amount of \$148,432 for Professional Services Related to the Design and Feasibility Options for a Potential Future Multi-Generational Recreation Center and Library

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

Aye: 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Chris Osburn; Scot Bowman and Jordan Adams

Nay: 0

Absent: 2 - Lindsay Cadenhead and Sean Turner

Abstain: 0

[21-4036](#)

Discuss and Consider Rescheduling the May Regular MPFDC Meeting

Meeting has been rescheduled to Wednesday, May 19, 2021 at 6:00 p.m.

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

Aye: 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Chris Osburn; Scot Bowman and Jordan Adams

Nay: 0

Absent: 2 - Lindsay Cadenhead and Sean Turner

Abstain: 0

11. BOARD COMMENTS

-Scot Bowman states the information building looks great.

-Chris Osburn praised staff on the condition of the Oliver Nature Park trails.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Wendy Collini, President, adjourned the Regular Meeting at 7:54 p.m.

Wendy Collini, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation