



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, July 15, 2021

6:00 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

*Wendy Collini, President, called the Regular Meeting to order at 6:03 p.m.*

**Absent** 2 - Lindsay Cadenhead and Chris Osburn

**Present** 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Scot Bowman; Sean Turner and Jordan Adams

#### 2. RECESS INTO EXECUTIVE SESSION

*Wendy Collini, President, recessed into Executive Session at 6:04 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. Land Acquisition for Future Development

2. Future Park Use

#### 3. RECONVENE INTO REGULAR SESSION

*Wendy Collini, President, reconvened into Regular Session, at 6:43 p.m.*

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

*None.*

#### 5. APPROVAL OF MINUTES

[21-4167](#)

Approval of Regular Meeting Minutes - June 17, 2021

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

**Aye:** 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Scot Bowman; Sean Turner and Jordan Adams

**Nay:** 0

**Absent:** 2 - Lindsay Cadenhead and Chris Osburn

**Abstain:** 0

## 6. CASH FLOW STATEMENT

[21-4168](#)

### Cash Flow Statement - June 30, 2021

*Cash Flow was distributed to board members at the meeting with revised numbers (copy on file in the Community Services Director's Office). A month-to-month sales tax comparison through July was reviewed.*

*For the month of July, sales tax is up 20.32% for the month over last year and up 16.91% year over year. Matt informed the board that revenue is up about \$900,000 for the year. MAC programs continue to improve and other program fees are recovering well. An update on public-private partnerships was also provided to the board. Operating expenditures continue to be below projections by about \$300,000 due to savings in legal fees, vacancies, and salary and benefit savings. Ending balance is \$6,095,020.*

## 7. DEPARTMENT UPDATES

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

[16-2067](#)

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

1. *Sports Complex: At the Skinner Sports Complex, Tarrant County employees are well underway with the milling and re-asphalting of the main road and parking lot project. The USSSA World Series event was successfully hosted at the baseball complex over the last week. Staff has also scheduled for the playground resurfacing to be done this week at the baseball fields. At soccer, MSA has asked staff to re-mark some of the fields and add some sod during the down time. At McKnight East, staff performed general maintenance, installed a new alarm system and completed some minor plumbing repairs to the concession stand.*

2. *Chandler: The athletic staff finished plumbing repairs in the restrooms, sprayed the football fields for weeds, and finished concrete installation for new trash cans and walkways. The parks crews purchased a new digital chemical log program for the splash pad called Pool Shark H2O. The button for the splash pad will need to be replaced so it has been set on a continuous loop to stay running during operational hours until the new buttons arrive. Two new faucets were added to the pump room and chase as well. Staff also removed graffiti from the skate park and removed the cat tails from the pond.*

3. *Rose/Town/Magnolia: A new fountain with bottle filler was installed at Town Park. At Rose Park, the restroom painting is complete as well as the restrooms and pavilion at McClendon West. The ladder rope for the playground broke and has been removed.*

*The new ladder rope has been ordered along with other features that needed replacement. On the linear trail, a section of the concrete fence at the Allmon's trailhead was replaced with wooden split rail fence. The in-ground benches along the trail from Town Park to McKnight have begun to be replaced.*

*4. Oliver Nature Park: Several tree branches were removed from around the compost restrooms to allow sunlight to reach the solar panels. These restrooms were also treated for spiders and the exhaust fan was repaired. More cedar boards were ordered and received for the boardwalk. Staff also replaced some broken split rail fencing damaged by vehicles, trimmed brush and debris off the trail in select areas, and ordered 20 more yards of decomposed granite.*

*Overall: The ponds at Rose Park, Killian Park, Oliver Nature Park, Chandler Park, and the Burkett Service Center have been scheduled to be treated for algae this week. Staff has also obtained quotes to re-stripe the parking lots at the Parks Administration Building, Skinner Sports Complex, Rose Park, and Pond Branch. The Juneteenth event at the Performing Arts Center went well on June 19th and the Mansfield Rocks Event was also successful at Big League Dreams on July 3rd.*

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

[16-2068](#)

### Monthly Update on Current Programs & Services

#### 1. Athletics:

- All Sports Association
  - All Sports meeting was held last night. Fall registrations have begun.
  - Requests for Fall 2022 are due on January 1, 2022

#### 2. Programs and Events:

- MAC
  - Programs
    - 1. Summer Slam Pickleball Tournament
      - a. July 31st - August 1st
        - i. Summer Slam at Fieldhouse USA
        - ii. Methodist Mansfield Medical Center - Title Sponsor
        - iii. 356 participants/ 10 states represented outside Texas
        - iv. Community/Olympic Night on Friday, July 30th
          - \* Free to public
          - \* Instruction
          - \* HS Tournament
          - \* Open Play
          - \* Exhibition Matches
          - \* Raffle
- Seniors:
  - Programs
    - 1. Open Monday, Tuesday, and Thursdays
      - a. Transportation is being provided.
      - b. Lunch provided on Tuesdays (in house or area restaurant provided)
        - i. 30 seniors for lunch on July 13th
      - c. Meals on Wheels are still being delivered on Fridays.
      - d. Upcoming events:

- i. Senior Day - August 20th
- ii. Senior Picnic at Town Park - September 24th

- Oliver Nature Park:
  - Programs
    - 1. One summer camp left.
    - 2. Camping program at Cedar Hill State Park will be this weekend.
      - a. Seven families with 15 participants

-Picklympics 2021 event information was provided to the board.

### **MARKETING & COMMUNICATIONS UPDATE (ANN BECK)**

[21-3932](#)

#### Marketing & Communications Update

*A Parks and Recreation Marketing and Communication report was presented and provided to the board by Matt Young, Community Services Director.*

### **DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)**

[16-2066](#)

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

*Director updates were discussed as part of project updates.*

## **8. PUBLIC HEARINGS**

[21-4170](#)

Mansfield Park Facilities Development Corporation Proposed FY2021-2022 Budget Including Purchase of Land, Improvements to Existing Park Land, Construction of New Parks and Facilities, Paying Maintenance and Operating Costs of Such Projects, and Associated Fees

*Wendy Collini, President, opened the Public Hearing at 7:04 p.m. and read the proposed FY2021-2022 budget into the record as follows:*

Projected Beginning Balance	\$6,095,020
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*Revenues:*

Sales Tax	7,475,804
Utility Sales Tax	16,000
Interest	12,000
Mineral Lease	100,000
PARD Programs	
Mansfield Activities Center Fees	419,026
Outdoor Recreation Program Fees	25,000
Athletic Fees	134,000
Pavilion Rental Fees	48,000

*Lease Revenue*

<i>Other Fees (cell tower lease)</i>	64,599	
<i>Mansfield National Golf Club</i>	100,000	
<i>Hawaiian Falls</i>	225,000	
<i>Big League Dreams</i>	140,000	
<i>FieldhouseUSA Mansfield</i>	700,000	
<i>Fieldhouse (transfer from General Fund)</i>	221,132	
<i>StarCenter</i>	360,000	
 <i>McKnight Park West</i>	1,000,000	<i>MPFDC Bond Proceeds</i>
 <i>Mansfield Activities Center Park Improvements</i>	1,400,000	<i>MPFDC Bond Proceeds</i>
 <i>McClendon Park Improvements</i>	1,800,000	<i>MPFDC Bond</i>
 <i>Gertie Barrett Park</i>	1,500,000	<i>GF Bonds</i>
 <i>Katherine Rose Park Improvements</i>	1, 500,000	<i>GF Bonds</i>
 <i>Total Revenues</i>	17,240,561	

*Operating Expenditures:*

<i>Administration</i>	1,495,359
<i>Field Maintenance Operations</i>	842,991
<i>Community Park Operations</i>	1,217,808
<i>Neighborhood Park Operations</i>	259,245
<i>Nature Education Programs</i>	227,269
<i>Mansfield Activities Center Operations</i>	1, 039,403
<i>Non-Departmental</i>	307,364
<i>Capital Equipment</i>	450,000
<i>Debt Service</i>	3,157,861

*Total Operating Expenditures* 8,997,300

*Projects:*

<i>Annual - Land Acquisition</i>	500,000	
<i>Annual - On-Street Bicycle Plan Implementation</i>	100,000	
<i>Walnut Creek Linear Park - Phase 2A (construction)</i>	750,000	
<i>Walnut Creek Linear Park - Phase 4 (acquisition)</i>	477,229	
<i>Recreation Center/Library Feasibility Study</i>	75,000	
<i>Athletic Complex Improvements</i>	500,000	
<i>Park Master Planning</i>	250,000	
<i>McKnight Park West (design)</i>	100,000	
<i>Mansfield Activities Center Park Improvements (design)</i>	140,000	
<i>McKnight Park West (construction)</i>	1,000,000	<i>MPFDC Bonds</i>
 <i>Mansfield Activities Center Park Improvements (construct.)</i>	1,400,000	<i>MPFDC Bonds</i>
 <i>McClendon Park Improvements</i>	1,800,000	<i>MPFDC Bonds</i>
 <i>Gertie Barrett Park</i>	1,500,000	<i>GF Bonds</i>

*Katherine Rose Park Improvements*

*1,500,000 GF Bonds*

*Total Projects*

*10,092,229*

*Projected Ending Balance  
\$4,246,052*

*\*\*\*The Parks and Recreation Fee Schedule reflects the following changes/additions:*

*Field Use Fees*

*Effective Date: October 1, 2021*

	<i>Sponsored Associations</i>	<i>Non-Sponsored</i>
<i>Resident (76063 zip code)</i>	<i>\$8 per participant</i>	<i>\$20/hour</i>
<i>Non-Resident</i>	<i>\$15 per participant</i>	<i>\$25/hour</i>

*Light Fees*

*Effective Date: October 1, 2021*

	<i>Sponsored Associations</i>	<i>Non-Sponsored</i>
<i>Resident</i>	<i>\$25/hour</i>	<i>\$30/hour</i>
<i>Non-Resident</i>		
<i>\$40/hour</i>		

*Wendy Collini, President, closed the Public Hearing at 7:11 p.m.*

**9. CITIZENS COMMENTS**

*None.*

**10. OLD BUSINESS**

[19-3011](#)

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

*Chris Ray, Park Planner, informed the board that construction continues with the formation of the trail reaching Carlin Road and turning down to the street crossing section. Permitting has approved the trail realignment to connect to Cannon Road. Additional work will be done to the road drainage to complete the trail with this alignment. This project was a 120-calendar day contract however additional days have been added due to weather and change of original scope. It is expected to be completed late summer.*

[21-3933](#)

Update; McClendon Park Improvements

*Chris Ray, Park Planner, informed the board that following City Council's direction at their June 14th meeting, staff moved forward with a design concept showing a splash pad, restroom-pump house, additional parking, existing pavilion improvements, and a small playground amenity at McClendon Park West. These new elements will be located in the current basketball court area and the original restroom building. The*

*basketball court will be relocated to the back of the park in place of the existing softball field, with additional park amenities to accommodate the relocation. Running congruently with this design work are new park amenities at McClendon Park East involving new playground equipment and improvements to the existing pavilion. This project will be run as a Construction Manager-At-Risk delivery method with an accelerated timeline. The basketball court portion will be designed and bid separately. Staff is currently evaluating the project schedules with design.*

[19-3014](#)

Update: Julian Feild Park

*James Fish, Sr. Park Planner, informed the board that the design consultant has developed two park master plan concepts for staff review. The Public Memorials Committee requested that a follow-up committee meeting be scheduled to review the consultant's draft conceptual plans before scheduling a public meeting. This meeting is expected to be held in July. The master plan project is expected to be completed in August 2021.*

[21-4034](#)

Update; Recreation Center and Library Feasibility Study

*Matt Young, Community Services Director, informed the board that the second steering committee workshop and public meeting were held at the Mansfield Activities Center on July 7th. The consultant team (BRS) provided the steering committee with a summary of the feedback collected at the meetings in June, as well as a recap of the tours of local libraries and recreation centers that were completed in late June. BRS then guided the committee through some exercises to help refine the project vision, mission and goals. The steering committee dedicated time to refining the wish list of program spaces to include in a future multigenerational facility. The last portion of the workshop gathered information about the types of aquatic features that are needed in the facility and provided an overview of the proposed site.*

*The second public meeting followed the committee workshop at 6:30pm. The meeting was well attended with 26 residents present. BRS provided an overview presentation that covered the project background, project process and a summary of the feedback collected at the first public meeting. The attendees ended the meeting by providing input on what kind of aquatic amenities and activities that they would like to see provided in the proposed facility. The consultant team and steering committee engaged with the attendees and answered questions for more than an hour after the formal presentation.*

*Matt also provided the results of the online survey that was available from June 8th - July 11th.*

*The next steering committee workshop is tentatively scheduled for the first week in August.*

## **11. NEW BUSINESS**

[21-4171](#)

Discuss and Consider Changes to the Park Land Dedication and Development Fee Ordinance

*Matt Young, Community Services Director, provided the board with a summary of the discussion on the proposed changes endorsed by City Council. This matter was tabled at the request of the board until a draft can be reviewed by the board. Matt will*

work to provide the draft copy of the proposed changes to the board prior to the August 19th meeting.

[21-4076](#)

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FY2021-2022 Budget Including Purchase of Land, Improvements to  
Existing Park Land, Construction of New Parks and Facilities, Paying  
Maintenance and Operating Costs of Such Projects, and Associated  
Fees

The complete FY2021-2022 budget including fee schedule is below.

Projected Beginning Balance	\$6,095,020	
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McKnight Park West (construction)	1,000,000	MPFDC Bonds

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Katherine Rose Park Improvements 1,500,000 GF Bonds

Total Projects 10,092,229

Projected Ending Balance

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Light Fees

Effective Date: October 1, 2021

	Sponsored Associations	Non-Sponsored
Resident	\$25/hour	\$30/hour
Non-Resident		
\$40/hour		

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

**Aye:** 6 - Wendy Collini; Bob Kowalski; Neal Shaw; Scot Bowman; Sean Turner and Jordan Adams

**Nay:** 0

**Absent:** 2 - Lindsay Cadenhead and Chris Osburn

**Abstain:** 0

**12. BOARD COMMENTS**

*None.*

**13. INFORMATIONAL ITEMS**

*None.*

**14. ADJOURNMENT**

*Wendy Collini, President, adjourned the Regular Meeting at 8:33 p.m.*

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Wendy Collini, President

ATTEST:

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Lisandra Keller, Administrative Assistant II  
Parks and Recreation