



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, September 16, 2021

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Wendy Collini, President, called the Regular Meeting to order at 6:00 p.m.

Absent 1 - Sean Turner

Present 7 - Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; 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. Land Acquisition for Future Development
2. Future Park Use

3. RECONVENE INTO REGULAR SESSION

Wendy Collini, President, reconvened into Regular Session at 6:17 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None.

5. APPROVAL OF MINUTES

[21-4281](#)

Approval of Regular Meeting Minutes - August 19, 2021

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

Aye: 7 - Wendy Collini; Bob Kowalski; Neal Shaw; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Jordan Adams

Nay: 0

Absent: 1 - Sean Turner

Abstain: 0

6. CASH FLOW STATEMENT

[21-4282](#)

Cash Flow Statement - August 31, 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 September was reviewed.

For the month of September, sales tax is up 25.78% for the month over last year and up 17.25% year over year. Matt informed the board that revenue is up about \$1,100,000 for the year. An update on public-private partnerships was also provided to the board. Operating expenditures continue to be below projections by about \$445,000 due to savings in legal fees, vacancies, and salary and benefit savings. Ending balance is \$6,354,993.

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: The athletic associations seasons are beginning and getting back in to full swing. The fields are beginning to see heavier use and staff has been hard at work getting the facilities ready for games and will begin the regular season maintenance program. Staff is also working on having clearer communication with the associations to stay on top of any issues that arise such as wasps, ants, and bathroom or concession issues. Tarrant County is still working on the new parking lots and staff is working on getting an estimate to spray a ryegrass/Bermuda seed hydro mulch mix on the bare areas. Additionally, some substantial ceiling and plumbing repairs were done to the concession and restroom buildings.

2. Chandler: Splash pad season is almost over. The post Labor Day schedule has begun with the hours being weekdays 10a.m. to 2 p.m. and weekends from 10 a.m. to 8 p.m. This season there were considerably less issues with the splash pad than in the past and staff did a great job of making repairs quickly to significantly reduce down time this season. Overall, regular park maintenance such as light repairs on pavilions, flower bed maintenance, trash bin replacement, and irrigation repairs was performed. Mansfield Pee Wee Football season has also begun at this facility.

3. Rose/Town: A new concrete pad had to be poured to accommodate the new drinking fountain with a bottle filler. Trimming heavy low hanging pecan limbs and privets took much of staff's time. Staff also attempted to remove limbs infested with webworms at Rose Park and Oliver Nature Park. The parking lots at Rose and Pond

Branch have both been re-stripped. At Pond Branch near Broad and Main, staff has hired a tree company to remove the willow trees that are growing in the silt and clogging up the stream. We have also had a few construction companies come out and give us an estimate to remove all of the roots and silt that has built up over the past years.

4. Oliver Nature Park: Staff is still dealing with trees and plant material damaged from the winter freezes. A large cedar elm near the restroom had to be removed as well as some desert willows and grasses around the front of the park. Webworms are also being monitored at this park. Several irrigation issues were addressed. The wildflower areas at Oliver Nature Park and those between Rose and Town will be mowed starting tomorrow in preparation for another wildflower season. Low hanging pecan branches were also trimmed up at the pecan orchard in front of the park.

Overall: Staff was given direction early in the week to get both spray rigs ready to spray athletic fields, municipal buildings and medians and rights of way with pre-emergent herbicide mixed with post emergent herbicide to eliminate existing warm season weeds and try to prevent winter weeds this fall.

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

[16-2068](#)

Monthly Update on Current Programs & Services

1. Programs and Events:

- MAC
 - Programs
 - 1. Pickleball
 - a. Sept 24th Paddle Battle (Round Robin Tournament)
 - 2. Kids Zone
 - a. October 8th and 11th
- Seniors
 - Programs
 - 1. Senior Picnic
 - a. September 24th at Town Park
 - b. Spring Creek BBQ and Live Band.
 - 2. Program
 - a. Currently operating Mondays, Tuesdays and Thursdays with transportation.
 - b. Adding Wednesdays within the next few weeks (added bus driver)
 - c. Continue to deliver frozen meals on Fridays
 - d. Attendance is increasing each week. At 30 per day right now.
- Oliver Nature Park:
 - Programs
 - 1. Kayaking
 - a. Puppies and Paddles had 6 participants.
 - b. Painting had 9
 - 2. Educational Programs
 - a. Pre-school (3-5) = 19
 - b. Home School = 22
 - 3. Archery
 - a. Home School = 11
 - b. Alliance = 8

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Community Services Director, provided the board with an update on recent and upcoming City Council items and city events including City Council Board and Commissions reappointments held on September 13th where Wendy Collini, Bob Kowalski, Lindsay Cadenhead, and Scot Bowman were approved for reappointment along with the appointment of Raul Najera as the new alternate. The Parks and Recreation portion of the My Muniversity event was held on September 15th with 18 citizen participants. As part of this event, participants were provided with a glance of how the Parks and Recreation department operates and the services this department provides to the citizens of Mansfield. Participants were also provided a Parks Maintenance Rodeo demonstration by our park staff. City Council member Tamara Bounds, provided the introduction for this event. Very positive feedback was provided by the participants. The board was also informed that there will be a joint meeting with City Council held on October 26th. Additional information regarding the joint meeting will be emailed to the board as it is finalized.

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 construction continues along Carlin Road with utility work nearing completion. Construction on the trail heads is 80% completed and landscaping will begin soon. We are anticipating a final walkthrough at the end of this month with significant completion to be awarded. Full opening of this trail section should follow.

[21-3933](#)

Update; McClendon Park Improvements

Chris Ray, Park Planner, informed the board that contracts are being finalized with The Fain Group to assume the Construction Manager-At-Risk for the McClendon Park and Gertie Barrett Park projects. New direction was given to only focus design improvements to McClendon Park West and not McClendon Park East at this time. Staff has been working with the design consultant in order to stay on schedule and finalize the project's concept and scope. Further discussions about schedule goals and construction dates are taking place. The pre-construction meeting has been scheduled for September 24th and aiming for early summer 2022 completion.

[19-3014](#)

Update: Julian Feild Park

James Fish, Sr. Park Planner, informed the board that a public meeting was held on August 31st at city hall with 35 citizens in attendance. After the presentation, staff and members of the Public Memorials Sub-Committee answered questions from the audience. The proposed project was very well received. With an approved final

concept, the consultant will finalize cost estimates and begin working on site renderings. The final concept endorsed by City Council was also presented to the board along with the estimated cost staff has been provided. Phased options were also shared with the board along with estimated cost differences.

[21-4292](#)

Update; Gertie Barrett Park

James Fish, Sr. Park Planner, informed the board that CMAR firms have been interviewed with The Fain Group being selected to provide pre-construction services and a Guaranteed Maximum Price for the project. On September 8th, a public meeting was held to discuss the preliminary design concept and receive input. The design consultant and staff are reviewing that information and will consider any changes before generating the final master plan. The project is on schedule to meet the proposed opening in the summer of 2022. The project conceptual plan was also shared with the board.

[21-4034](#)

Update; Recreation Center and Library Feasibility Study

Matt Young, Community Services Director, informed the board that the steering committee held its fourth workshop on September 9th to review the draft presentation scheduled for the City Council's September 13th work session. Following direction from the City Council, staff will make the presentation to the Citizen Bond Committee in October for their consideration. Phase two of the project will create building layouts and site renderings and is scheduled to begin in September. Matt also shared the project presentation and provided an updated project timeline to the board.

[21-4171](#)

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

This item was tabled for discussion at a future meeting.

10. NEW BUSINESS

[21-4283](#)

Resolution - A Resolution of the Mansfield Park Facilities Development Corporation to Consider Amending the Corporation's Bylaws to Provide for the Appointment of the City Manager or his/her Designee as a Non-Voting Ex-Officio Member of the Board

This item was tabled for discussion at a future meeting.

11. BOARD COMMENTS

None.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Wendy Collini, President, adjourned the Regular Meeting at 7:46 p.m.

Wendy Collini, President

ATTEST:

Lisandra Keller, Administrative Assistant II
Parks and Recreation