



CITY OF MANSFIELD

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

Meeting Agenda

City Council

Monday, November 9, 2020

5:00 PM

Council Chambers

REGULAR MEETING

THIS MEETING WILL BE HELD BY VIDEO CONFERENCING. To participate, please register at

https://mansfieldtexas.zoom.us/webinar/register/WN_sf6ECAZQQ-muPr1MuHUL_A by 7:00 p.m. on Monday, November 9, 2020 or join by telephone at 1-888-788-0099 (Toll Free). If joining by phone, please provide the Webinar ID number and password below:

Webinar ID: 924-8582-4269

Passcode: 1234567

Citizen comments and public hearing comments may also be submitted through the city's website www.mansfieldtexas.gov or by sending an email to susana.marin@mansfieldtexas.gov. All comments must be submitted by 5:00 p.m. Monday, November 9, 2020. Comments received will be read into the record by the Mayor or the City Secretary.

1. 5:00 P.M. - CALL MEETING TO ORDER

2. RECESS INTO EXECUTIVE SESSION

Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

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

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. DC-20-16161

Seek Advice of City Attorney Regarding Proposed Tarrant Regional Water District General Ordinance Revisions

Seek Advice of City Attorney Regarding Potential Annexation

Seek Advice of City Attorney Regarding City Owned Public/Private Partnership Agreements

- B. Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**
- C. Personnel Matters Pursuant to Section 551.074**
- D. Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087**
- 3. 6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION**
- 4. 7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**
- 5. INVOCATION**
- 6. PLEDGE OF ALLEGIANCE**
- 7. TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

8. PROCLAMATION

[20-3863](#) Small Business Saturday

Attachments: [Small Business Saturday 2020](#)

9. PRESENTATION

Presentation of the Jarrod Brodnax Distinguished Service Award

Parks Master Plan Appreciation

Veterans Day Recognition Presentation

10. CITIZEN COMMENTS

Citizens wishing to address the Council on non-public hearing agenda items and items not on the agenda may do so at this time. Due to regulations of the Texas Open Meetings Act, please do not expect a response from the Council as they are not able to

do so. THIS WILL BE YOUR ONLY OPPORTUNITY TO SPEAK UNLESS YOU ARE SPEAKING ON A SCHEDULED PUBLIC HEARING ITEM. After the close of the citizen comments portion of the meeting only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

In order to be recognized during the "Citizen Comments" or during a Public Hearing (applicants included), please complete a blue or yellow card located at the Assistant City Secretary's seating place. Please present the card to the Assistant City Secretary prior to the start of the meeting.

11. COUNCIL ANNOUNCEMENTS

12. SUB-COMMITTEE REPORTS

13. STAFF COMMENTS

In addition to matters specifically listed below, Staff comments may include updates on ongoing or proposed projects and address of posted agenda items.

A. City Manager Report or Authorized Representative

Current/Future Agenda Items

Park Chapter Code of Ordinance Review

14. TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

15. CONSENT AGENDA

All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are considered to be routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff's recommendation.

ITEMS TO BE REMOVED FROM THE CONSENT AGENDA

[20-3801](#)

Ordinance - Third and Final Reading of an Ordinance Amending Title XV of the Mansfield Code of Ordinances, "Land Usage" to provide regulations for Vacant Buildings and Properties (OA#20-003)

Presenters: Matt Jones and Lisa Sudbury

Attachments: [Ordinance](#)

[Exhibit A](#)

[Exhibit B TIRZ Map](#)

[20-3802](#)

Ordinance - Third and Final Reading of an Ordinance Amending Title VII of the Mansfield Code of Ordinances, "Traffic Code" to Provide Regulations for Historic Downtown No Parking Zones (OA#20-004)

Presenters: Tracy Aaron

Attachments: [Ordinance](#)

[20-3842](#) Resolution - A Resolution Authorizing the City Manager and the Police Department to Make Application, Receive, and Expend Grant Funding from Firehouse Subs Safety Foundation Program to Purchase Mass Casualty/Active Shooter Response Kits for the Police Department

Presenters: Tracy Aaron

Attachments: [Resolution](#)

[20-3851](#) Resolution - A Resolution of the City Council of the City of Mansfield, Approving the Selection of Komatsu Architects, of Fort Worth, TX, to Provide Architectural and Engineering Services for the Police and Fire Strategic Training Project and Interior Remodel of the Law Enforcement Center, and authorizing the City Manager to Execute an Agreement on Behalf of the City

Presenters: Wade McLaurin and Tracy Aaron

Attachments: [Resolution](#)

[20-3853](#) Resolution - A Resolution Approving an Amendment to the Contract for Design Services with Wier & Associates for the Heritage Parkway (S. Main St. to Commerce Dr.) Westbound Lanes Reconstruction Project for an Amount Not to Exceed \$14,400.00 (Street Bond Fund)

Presenters: Bart VanAmburgh

Attachments: [Resolution](#)

[20-3859](#) Resolution - A Resolution Approving an Interlocal Agreement with Tarrant County for Construction of Roadway and Parking Lot Improvements at the Michael L. Skinner Sports Complex in the Amount of \$7,500 and Approving the Purchase of Materials Through a Cooperative Purchasing Agreement with Tarrant County in the Amount of \$565,000.

Presenters: Matt Young and Shelly Lanners

Attachments: [Resolution](#)

[Exhibit A](#)

[Exhibit B](#)

[20-3840](#) Request for Special Event Permit: "Hometown Holidays" for Friday, December 4, 2020 and Saturday, December 5, 2020

Presenters: Angie Henley and Matt Young

Attachments: [Hometown Holidays 2020 Special Event Permit Application](#)

[20-3862](#) Request For Special Event Permit: Mansfield Turkey Trot

Presenters: Joe Smolinski

Attachments: [7th Annual Mansfield Turkey Trot Special Event](#)

[20-3852](#) Minutes - Approval of the October 26, 2020 Regular City Council Meeting Minutes

Presenters: Shelly Lanners and Susana Marin

Attachments: [10-26-20 DRAFT Meeting Minutes](#)

[20-3865](#)

Minutes - Approval of the October 19, 2020 Special City Council Meeting Minutes

Presenters: Shelly Lanners and Susana Marin

Attachments: [10-19-20 DRAFT Meeting Minutes](#)

END OF CONSENT AGENDA

16. PUBLIC HEARING CONTINUATION AND SECOND READING

[20-3767](#)

Ordinance - Public Hearing Continuation and Second Reading of an Ordinance Approving a Change of Zoning from C-2 Community Business District to PD Planned Development District for Single-Family Residential Attached Townhome Uses on Approximately 12.638 Acres out of the M. Rockerfellow Survey, Abstract No. 1267, Tarrant County, TX, Located at 1675 N. Main St.; Brian Cotter of Cotter Associates, LLC on Behalf of Adlai Pennington of MKP Associates, Inc. (Developer) and Randy Hague of Valdar Properties #4, LLC (Owner) (ZC#20-009)

Presenters: Matt Jones and Andrew Bogda

Attachments: [Ordinance](#)

[Maps and Supporting Information](#)

[Exhibit A](#)

[Exhibits B - E](#)

17. NEW BUSINESS

[20-3841](#)

Consideration and Possible Action to Suspend the Procedural Rules of Council and Reschedule the Regular Scheduled City Council Meeting of December 28, 2020 to December 14, 2020

Presenters: Shelly Lanners and Susana Marin

Attachments: [Suspension of Rules - Procedural Rules of Council](#)

18. ADJOURN

CERTIFICATION

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the November 9, 2020 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, mansfieldtexas.gov, on Thursday, November 5, 2020 prior to 5:00 p.m., in compliance with Chapter 551, Texas Government Code.

Susana Marin, City Secretary

Approved as to form:

City Attorney

DATE OF POSTING: _____ TIME: _____ am/pm

DATE TAKEN DOWN: _____ TIME: _____ am/pm

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call (817) 473-0211 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



CITY OF MANSFIELD

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STAFF REPORT

File Number: 20-3863

Agenda Date: 11/9/2020

Version: 2

Status: To Be Presented

In Control: City Council

File Type: Proclamation

Agenda Number:

Title

Small Business Saturday

Requested Action

n/a

Recommendation

n/a

Description/History

n/a

Justification

n/a

Funding Source

n/a

Prepared By

Belinda Willis, Director Communications & Marketing

WHEREAS, the more than 30.7 million small businesses in the U.S., representing more than 99.7 percent of all U.S. businesses with employees, generated more 64.9 percent of all the net new jobs created between 2000 and 2018; and

WHEREAS, small businesses generate an estimated 46 percent of the U.S. private gross domestic product, and the successes of these entrepreneurs and businesses is critical to the country's overall economic health; and

WHEREAS, Small Business Saturday is a national holiday held the Saturday after Thanksgiving and started by American Express in 2010 to encourage consumers to support the small businesses in their communities; and

WHEREAS, during 2019's Small Business Saturday, Americans spent a record estimated \$19.6 billion at independent retailers and restaurants, with 95 percent of Americans saying the event makes them want to shop at small businesses all year long and not just during the holidays; and

WHEREAS, Mansfield celebrates our small businesses for their unique contributions they make to our city and the impact they have on the success of our local economy;

NOW, THEREFORE, I, David Cook, Mayor of the City of Mansfield, Texas, join with the members of the City Council, to hereby proclaim Nov. 28, 2020, as

SMALL BUSINESS SATURDAY

in Mansfield and ask all residents to support the small businesses in our city, not only on this day but throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the official seal of the City of Mansfield, Texas, to be affixed this 9th day of November, 2020.



CITY OF MANSFIELD

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STAFF REPORT

File Number: 20-3801

Agenda Date: 11/9/2020

Version: 3

Status: Third and Final Reading

In Control: City Council

File Type: Ordinance

Agenda Number:

Title

Ordinance - Third and Final Reading of an Ordinance Amending Title XV of the Mansfield Code of Ordinances, "Land Usage" to provide regulations for Vacant Buildings and Properties (OA#20-003)

Requested Action

To consider the proposed amendment of Title XV of the Code of Ordinances.

Recommendation

This amendment is a recommendation of the Mansfield Downtown Development Strategies Report adopted by City Council on July 27, 2020. Staff recommends that enforcement of this ordinance begins January 1, 2021.

Description/History

The purpose of this amendment is to regulate commercial and industrial vacant structures properties, which includes church properties located in non-residential zoning districts and shopping centers that are over fifty (50) percent vacant. Properties not included in this regulation include the following uses: Single or multi-family structures, churches and ancillary buildings (unless they are in a non-residential zoning district), and partially vacant shopping centers (unless those centers are over 50% vacant).

Features of this ordinance include:

- Registration of vacant properties
- Contact information
- Proof of liability insurance of no less than \$100,000
- Minimal marketing requirements include listing property and the appropriate sale or leasing signage
- Criminal trespass signage
- Submission of floor plan for first responders
- Notice of change of ownership; and
- Must adhere to standards of care and maintenance for property including securing the structure.

There should be a proposed registration fee which staff is seeking advice from the Council regarding this amount. Other cities charge anywhere from \$25.00 - \$750 annually or on a per square footage basis. Fee waivers to this ordinance are allowed based on an adherence to the standards of care contained within the ordinance. Waivers are good for

only a 12-month period with the property owner applying for the waiver each year. Fee waiver exemptions will be evaluated based on four criteria:

- Property has been devastated by a catastrophe such as fire or flood
- The property owner is deceased or is no longer legally competent.
- The owner of the property has obtained a building permit and is progressing in an expedient manner to prepare the premises for occupancy.
- The owner of the property has maintained the property to the standard of care required under this article, as well as all other applicable ordinances and laws.

Changes for 2nd Reading

Council recommended a \$50 registration fee for the first year and \$250 for the following year and beyond at their meeting on October 12, 2020. This will apply to TIRZ No. 2, generally located downtown.

Justification

N/A

Prepared By

Lisa Sudbury, Assistant Director of Planning
817-276-4227

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING TITLE XV OF THE MANSFIELD CODE OF ORDINANCES, "LAND USAGE," PERTAINING TO REGULATIONS FOR VACANT BUILDINGS AND PROPERTIES; PROVIDING THAT THIS ORDINANCE BE CUMULATIVE OF ALL OTHER ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mansfield, Texas ("City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, vacant commercial buildings exist within the City of Mansfield, Texas; and

WHEREAS, buildings that remain vacant discourage economic development; become an attractive nuisance for children; are harborage for rodents and other vermin; an invitation for vagrants and criminals; become more vulnerable to arson; have an adverse impact on nearby businesses and residences and their property values; and are a public nuisance; and

WHEREAS, that the cost of abating, securing or demolishing such buildings often becomes the responsibility of the City by default, causing taxpayers to bear the costs of remedial action. Accordingly, it is the purpose of this Ordinance to assure that owners of such buildings cannot evade their legal responsibilities to abate, maintain, or demolish such structures; and

WHEREAS, the State of Texas recognized the potential need to address vacant buildings in Section 214.231 of the Local Government Code; and

WHEREAS, the City Council of the City of Mansfield deems that a vacant building registration program that allows the City to monitor vacant buildings, their occupancy or demolition and ensures their maintenance, security, repair and return on economic usefulness promotes the protection of the health, safety, welfare and morals of the residents and the general public;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:

SECTION 1.

That Title XV of the Code of Ordinances, City of Mansfield, Texas is hereby amended by adding a new Chapter 157 as shown in Exhibit "A" attached hereto and made a part hereof for all purposes.

SECTION 2.

That the provisions of this ordinance shall apply to the properties located with Tax Increment Finance Zone No. 2 as shown on Exhibit "B" attached hereto and made a part hereof for all purposes.

SECTION 3.

That fees for the registration and inspection of vacant buildings and properties shall be charged in the following amounts:

(A) A registration fee of \$50.00 shall be charged to the owners of vacant buildings or properties for registration for the first year of vacancy. For the second year and each subsequent year, an annual registration fee of \$250 shall be charged. A separate fee shall be assessed for each vacant building or property.

(B) An annual inspection fee of \$50.00 shall be charged to the owner of a vacant building or property for the inspection of the premises to determine compliance with the provisions of Chapter 157. A separate fee shall be assessed for each vacant building or property.

SECTION 4.

That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 5.

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the ordinance as a whole.

SECTION 6.

Any person, firm or corporation violating any of the provisions of this ordinance, as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Mansfield, Texas, shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2000.00) for each offense, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7.

This ordinance shall take effect immediately from and after its passage on third and final reading and the publication of the caption, as the law and charter in such cases provide.

First reading approved on the _____ day of _____, 2020.

Second reading approved on the _____ day of _____, 2020.

DULY PASSED on the third and final reading by the City Council of the City of Mansfield, Texas, this _____ day of _____, 2020.

David L. Cook, Mayor

ATTEST:

Susana Marin, City Secretary

APPROVED AS TO FORM AND LEGALITY

Allen Taylor, City Attorney

EXHIBIT “A”

CHAPTER 157: VACANT BUILDINGS

Section

157.01	Purpose; Scope
157.02	Definitions
157.03	Applicability and Administration
157.04	Registration Required
157.05	Property Manager or Agent
157.06	Standard of Care for Vacant Property
157.07	Registration and Inspection Fees
157.08	Fee Waivers
157.99	Penalty

§ 157.01 PURPOSE; SCOPE.

(A) The purpose of this Chapter is to safeguard life or limb, health, property and public welfare by regulating and monitoring the status of vacant buildings within the jurisdiction.

(B) The provisions of this Chapter shall apply to all commercial and industrial vacant buildings within Tax Increment Reinvestment Zone (TIRZ) No. 2, generally located in downtown Mansfield, except as otherwise stated herein. This Chapter shall not apply to vacant buildings that:

- (1) Have a valid open building permit for construction, remodeling, or repair;
- (2) Are being actively marketed for sale or lease for a period of less than six (6) consecutive months following the date that the building became a vacant building by a licensed real estate broker or an owner who is regularly advertising the property for sale; or
- (3) Are under contract for sale or lease for a period of less than six (6) months following the date that the building became a vacant building.

§ 157.02 DEFINITIONS.

(A) The following words, terms, and phrases, when used in this Chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CITY. The City of Mansfield, Texas.

CITY MANAGER. The City Manager of the City of Mansfield, Texas and his/her designees.

LAWFUL ACTIVITY. The current use of the structure is also that which the structure was built for or intended to be used for.

OWNER. Any person, agent, firm, partnership or corporation having a legal interest in the property or legal right of possession, or has been given a legal power of attorney to act on behalf of such person.

PERSON. Any person, firm, partnership or corporation, hired, employed or used by the owner.

PROPERLY MAINTAIN. To maintain a vacant building and the property where it is located in a clean, safe, secure, and sanitary condition and to take all necessary actions to keep the building and property in full compliance with all federal, state, and local laws. It shall also mean that any fire safety system installed in the vacant building shall remain fully operational during vacancy.

SECURED. A condition where all accessible means of ingress and egress to the vacant structures, including but not limited to all exterior doorways and windows, are locked so as to prevent unauthorized entry.

SHOPPING CENTERS. A group of commercial establishments under one-roof planned, constructed, and managed as a total entity with customer and employee parking provided on-site, provision for goods delivery separated from customer access or protection from the elements, including but not limited to shopping malls, strip malls, or other multi-tenant single roof buildings.

TEMPORARILY SECURED. A condition where all accessible means of ingress and egress to the vacant structure, including but not limited to all exterior doorways and windows are covered with suitable materials which have been nailed or bolted in place to prevent unauthorized entry.

STRUCTURES. That which is built or constructed.

VACANT STRUCTURE. A commercial or industrial structure that is unoccupied and/or that all lawful activity has ceased, or reasonably appears to have ceased for ninety (90) or more consecutive calendar days after receiving a notice from Code Compliance.

§ 157.03 APPLICABILITY AND ADMINISTRATION.

(A) This Chapter shall apply to all commercial and industrial vacant structures, as defined herein, which are now in existence or which may hereafter be constructed or converted from other uses and which are within TIRZ No. 2 of the City of Mansfield, Texas, except shopping centers with occupancy in excess of fifty (50) percent of its leasable area, and church structures and their ancillary buildings located in non-commercial/industrial zoning districts.

(B) The City Manager is authorized to administer and enforce the provisions of this Chapter.

(C) The City Manager shall have the authority to render interpretations of this Chapter and to adopt policies and procedures to clarify the application of its provisions, and may, at his/her sole discretion, enter into an agreement with a registered property owner to obtain compliance with this Chapter by date certain.

§ 157.04 REGISTRATION REQUIRED.

(A) Upon written notice of vacancy of a structure by Code Compliance, a property owner shall within ninety (90) days register the property as provided by this section. City may issue a written notice of vacancy and shall be issued to the vacant structure property owner by means of personal service, or by first class mail to their last known address according to the most recent tax roll, and by posting on the property.

(B) Upon the issuance of notice to register a vacant structure, property owners shall register within ninety (90) days to the City and provide the following information:

(1) The address and legal description of the property;

(2) The current name, physical address, mailing address, telephone number, and email information for any owners(s) with an ownership interest in the property. Corporations or corporate entities shall submit the same information pertaining to their registered agent.

(3) The contact information for a property manager of the properties and/or improvements located on said property, as applicable.

(4) Proof of liability insurance, no less than one-hundred thousand (\$100,000.00) dollars for the property and/or a surety bond for the value of structure if insurance cannot be obtained. Said value shall be the appraised value as determined by the appropriate Central Appraisal District.

(5) Provide a detailed timeline and plan for correcting violations, rehabilitation, and maintenance while vacant regarding standard of care pursuant to this Chapter. The owner must, at a minimum demonstrate the property is actively being marketed by listing the property with a licensed commercial real estate broker or firm and installing a "For Lease" or "For Sale" sign on the premises with current contact information.

(6) Provide a complete floor plan of the property for use by first responders in the event of a fire or other catastrophic event.

(C) Owner shall post "No Trespass" placards on the premises.

(D) Vacant structure property owners shall provide written notice to Code Compliance, including a copy of the deed or instrument of conveyance, of any change in:

(1) Ownership of the property;

(2) Contact information for either the owner or designated property manager. Written notice must be provided to the City no later than thirty (30) days after said changes have occurred.

(E) Continued annual registration of the property by the vacant structure property owner is required until said structure is deemed occupied in compliance with all relevant code requirements by the City Manager.

§ 157.05 PROPERTY MANAGER OR AGENT.

(A) Vacant structure property owners must designate a property manager for said properties and include the relevant contact information for the designated manager upon registering the property with the department. Property managers shall act as agents for the property owner for purposes of accepting legal service, however the vacant property owner remains personally liable in criminal prosecution for code violations.

(B) The property manager must be available at the number listed always in the event of an emergency or catastrophe. For all vacant structure properties, the name and telephone number of the property manager or agent must be posted at the front of the building in large, legible print.

(C) Property manager shall own or be employed by a commercial company located in the 16-county region of North Central Texas served by the North Central Texas Council of Governments (NCTCOG).

§ 157.06 STANDARD OF CARE FOR VACANT PROPERTY.

(A) An annual inspection is required to verify the Standard of Care. The standard of care, shall be in compliance with the appropriate City codes, but is not limited to:

(1) Protective treatment: all exterior surfaces, including but not limited to doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition, weather tight and in such condition to prevent the entry of rodents and other pests. All exposed wood or metal surfaces subject to rust or corrosion, other than decay resistant woods or surfaces designed for stabilization by oxidation shall be protected from the elements and against decay or rust by periodic application of weather coating materials such as paint or similar surface treatment. All surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. All siding, cladding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights shall be maintained weather resistant and water tight.

(2) Premises identification: The property shall have address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of six (6) inches high. All buildings shall display a vacant building identification placard as required by the City Manager.

(3) Structure: All structural members and foundation shall be maintained from deterioration, and shall be capable of safely supporting the imposed loads.

(4) Exterior walls: All exterior walls shall be kept in good condition and shall be free from holes, breaks, loose or rotting materials, and graffiti.

(5) Roof and drainage: The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent accumulation, dampness or deterioration. Roof drains, gutters, and downspouts shall be maintained in good repair, free from obstructions and operational.

(6) Decorative features: All cornices, belt courses, corbels, applications, wall facing and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

(7) Overhangs, extensions and awnings: All overhang extensions including, but not limited to canopies, marquees, signs, awnings, and fire escapes shall be maintained in good repair and be properly anchored and supported as to be kept in a sound and safe condition.

(8) Stairways, decks, porches and balconies: Every exterior stairway, deck porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

(9) Chimneys and towers: All chimneys, cooling towers, smoke stacks and similar appurtenances shall be maintained structurally safe and sound, and in good repair.

(10) Handrails and guards: Every exterior handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(11) Windows, skylights and doors: Every window, storefront, skylight and exterior door part, including but not limited to the frame, the trim, window screens and hardware shall be kept in sound condition and good repair. All broken or missing windows shall be replaced with glass and secured in a manner to prevent unauthorized entry. All broken or missing doors shall be replaced with new doors which shall be secured to prevent unauthorized entry. All glass shall be maintained in sound condition and good repair. All exterior doors, door assemblies and hardware shall be maintained in good condition and secured. Locks at all exterior doors, exterior access, windows or exterior hatchways shall tightly secure the opening. Windows and doors shall not be secured by plywood or other similar means mounted on the exterior except as a temporary

securing measure, and the same shall be removed within a period designated by the City Manager.

(12) Basement hatchways and windows: Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water. Every basement window that is operable shall be supplied with rodent shields, storm windows or other approved protection against entry of rodents.

(B) The property shall be secured and maintained, both structure and grounds, against trespasser, including maintaining all windows and doors with locks, replacing all broken doors and windows, and securing any other opening into the structure that are readily accessible to trespassers. In the event that windows cannot be maintained as required herein, the owner or property manager shall secure windows that are visible from any public rights-of-way with rigid transparent materials such as but not limited to clear Lexan type material. No opaque (typically plywood) boarding materials shall be used where visible from the public rights-of-way.

(C) The owner shall take all reasonable steps necessary to prevent any criminal activity from occurring on the property.

(D) Weather protection of all exterior surfaces shall be maintained in good condition, including paint on exterior wood surfaces.

(E) Both interior and exterior areas of the property shall be kept free of accumulations of junk, trash, debris, combustible or other materials such as would constitute an unsafe, unsanitary or unsightly conditions or appearance.

(F) All vegetation and landscaping shall be maintained in good and healthy condition and in accordance with all other requirements of City ordinances, land use regulations or approved plans under this ordinance.

(G) All parking and driving surfaces shall be maintained in good condition, free of cracks, holes and vegetation, and in accordance with Section 302.3 of the adopted International Property Maintenance Code and all other applicable city ordinance requirements.

(H) In all applicable respects, the condition, maintenance and appearance of vacant property shall be subject to the requirements of all applicable state and local ordinances, standards, regulations, and abatement procedures currently in effect. This will include any applicable City issued permits and site plans in the replacement and repair of all elements of the exterior or the building site.

(I) Owners of vacant structures shall remove all combustibles as defined by the Fire Code.

(J) All repairs shall be subject to approval for adequacy by the City Manager. All required permits and final inspections prior to and/or following repairs shall be in accordance with applicable laws and rules.

(K) All vacant buildings shall be maintained in a non-blighted condition, consistent with the requirements of this section. A vacant building in a blighted condition shall be deemed a public nuisance under the Code of Ordinances.

(L) Failure to maintain the vacant property to the standard of care specified by the City is a violation of this Chapter.

(M) Providing false information to the City is a violation of this Chapter.

§ 157.07 REGISTRATION AND INSPECTION FEES.

(A) The vacant structure property owner shall have ninety (90) days in which to register from the date written notice is issued to the property owner.

(B) A registration fee charged to the owners of vacant buildings or property under this Chapter shall be fifty dollars, (\$50.00) for the first year and two-hundred and fifty dollars (\$250.00) the second year and beyond with an annual inspection fee of fifty dollars (\$50.00). Thereafter, the fee authorized herein may be hereafter amended by resolution duly adopted by the City Council.

(C) Failure to submit the registration paperwork in its entirety within the ninety (90) days period may result in a violation.

(D) Continued annual registration of the property by the vacant structure property owner is required until said structure is deemed occupied and in compliance with all relevant code requirements by the City Manager.

§ 157.08 FEE WAIVERS.

(A) All fee waivers must be applied for on an annual basis and are subject to approval by the City Manager. A fee waiver is only valid for twelve (12) months. Fee waivers shall be submitted in accordance with the City's most current application process.

(B) For property which has been devastated by a catastrophe such as fire or flood, the owner shall have thirty (30) days to register from the date of the disaster but may be exempt from the fees. This exemption is for the duration of one (1) year from the date of the catastrophe; thereafter all fees are due.

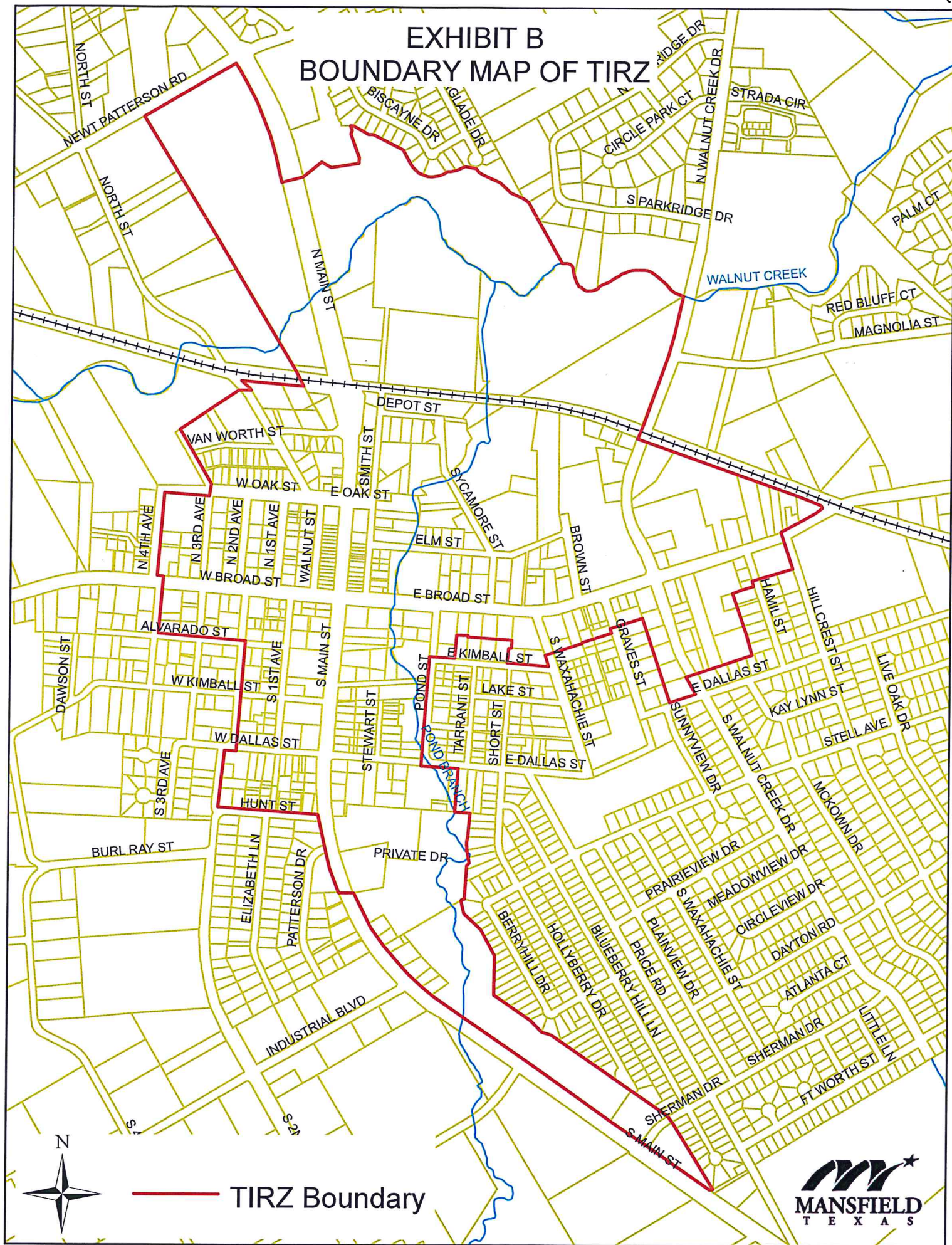
(C) Representative(s) of an owner who is deceased or is no longer legally competent must register the property and are otherwise subject to this Chapter. The City Manager on a one-time basis may waive the annual registration fee provided that the property is maintained in accordance with the requirements of this ordinance.

(D) Where the owner of the property has obtained a building permit and is progressing in an expedient manner to prepare the premises for occupancy, the owner must register the property and is otherwise subject to this Chapter but may be exempt from the registration fee.

§ 157.99 PENALTY.

In addition to any other enforcement remedies that the City may have under other City ordinances or other applicable law, any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this chapter shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

EXHIBIT B BOUNDARY MAP OF TIRZ





CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3802

Agenda Date: 11/9/2020

Version: 3

Status: Third and Final Reading

In Control: City Council

File Type: Ordinance

Title

Ordinance - Third and Final Reading of an Ordinance Amending Title VII of the Mansfield Code of Ordinances, "Traffic Code" to Provide Regulations for Historic Downtown No Parking Zones (OA#20-004)

Requested Action

Approval of ordinance to amend Chapter 72 of the Code of Ordinances.

Recommendation

City staff recommends the City Council amend Chapter 72 of the Code of Ordinances to allow back-in diagonal parking only and restrict parking in certain areas in the downtown area during special events.

Description/History

An ordinance of the City of Mansfield, Texas, amending chapter 72 of the Mansfield Code of Ordinances, "Stopping, standing and parking, " by amending section 72.18 and adding new sections 72.22 through 72.23, to establish regulations related to parking in the downtown area and parking during special events; providing that this ordinance be cumulative of all other ordinances; providing a severability clause; providing a penalty for violations hereof; providing a savings clause; providing for publication in the official newspaper; and providing an effective date.

Third and Final Reading ordinance change: A change was requested by the Streets Department to eliminate the distance for signs requirement as found in Section 2 (B). Now the ordinance only pertains to the area where signage is displayed.

Justification

Amend the Chapter 72 of the Code of Ordinances.

Funding Source

Prepared By

Kyle Lanier, Asst. Chief, Mansfield Police Department
817-804-5713

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING CHAPTER 72 OF THE MANSFIELD CODE OF ORDINANCES, “STOPPING, STANDING AND PARKING,” BY AMENDING SECTION 72.18 AND ADDING NEW SECTIONS 72.22 THROUGH 72.23, TO ESTABLISH REGULATIONS RELATED TO PARKING IN THE DOWNTOWN AREA AND PARKING DURING SPECIAL EVENTS; PROVIDING THAT THIS ORDINANCE BE CUMULATIVE OF ALL OTHER ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mansfield, Texas (“City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Council finds that the regulations of parking within the City, particularly in the downtown area and during special events, affects the public health, safety, and general welfare of the City; and

WHEREAS, the City Council finds and declares that the regulations contained herein are necessary and are in the best interest of the public health, safety and general welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:

SECTION 1.

That Chapter 72 of the Code of Ordinances, City of Mansfield, Texas is hereby amended by amending Section 72.18 to read as follows:

“§ 72.18 MANNER OF PARKING

Any vehicle parked in any parking space in any restricted parking zone shall be parked with the hood of the vehicle alongside of or next to the curb or shoulder alongside of such parking space in parallel parking spaces, and with the front of the vehicle at the curb or shoulder in diagonal parking spaces, except as otherwise provided for in this chapter, and in either event shall be parked within the lines marked on the street for such parking spaces as provided herein.”

SECTION 2.

That Chapter 72 of the Code of Ordinances, City of Mansfield, Texas is hereby amended by adding a new Section 72.22 and Section 72.23 to read as follows:

“§ 72.22 DOWNTOWN PARKING

(A) For purposes of this section, “downtown parking” shall mean the parking spaces along the portion of South Main Street between Broad Street and Hunt Street.

(B) Use of downtown parking that is designated by official signage that reads “Back-In Parking Only” shall be limited to back-in parking only. Any vehicle parked in downtown parking designated for back-in parking only shall be parked with the hood of the vehicle away from the curb or shoulder of the roadway.

(C) It shall be unlawful for any person to park a vehicle in downtown parking designated for back-in parking only with the hood of the vehicle closest to the curb or shoulder of the roadway. A violation of this subsection shall be an offense that is a misdemeanor and punishable by a fine not to exceed Five Hundred Dollars (\$500.00).

§ 72.23 SPECIAL EVENT PARKING

(A) It shall be unlawful to park a vehicle in the following locations when an official sign is posted indicating that there is no parking:

- (1) On either side of the portion of Van Worth Street from W Oak Street to North Street;
- (2) On either side of Van Worth Street from North Street to a point 30 feet from North Main Street;
- (3) On either side of North Street from W Oak Street to a point a distance of 500 feet to the north;
- (4) On either side of W Oak Street from its west end to N 2nd Avenue;
- (5) On either side of Smith Street from W Oak Street to a point 30 feet north of Depot Street;
- (6) On either side of Smith Street from W Oak Street to Depot;
- (7) On either side of Walnut Street from W Oak Street to Broad;
- (8) On either side of N 1st Avenue from Broad to a point a distance of 250 feet to the north;
- (9) On either side of N 2nd Avenue from W Oak Street to a point a distance of 250 feet to the south;
- (10) On either side of N 4th Avenue from its north end to Broad;
- (11) On either side of S 1st Avenue from Broad to a point a distance of 200 feet to the south of Alvarado Street;
- (12) On either side of S 1st Avenue from Alvarado Street to W Dallas Street;
- (13) On either side of S 2nd Avenue from Broad to W Dallas Street;
- (14) On either side of S 2nd Avenue from its south end to W Dallas Street;
- (15) On either side of S 3rd Avenue from Broad to W Kimball Street;

- (16) On either side of S 3rd Avenue from W Dallas Street to the south end of S 3rd Avenue;
- (17) On either side of S 4th Avenue from Broad to Alvarado Street;
- (18) On either side of S 4th Avenue from Alvarado Street to W Kimball Street;
- (19) On either side of Alvarado Street from the west end of Alvarado Street to S 2nd Avenue;
- (20) On either side of Alvarado Street from S 2nd Avenue to S 1st Avenue;
- (21) On either side of W Kimball Street from S 4th Avenue to a point 500 feet to the west of S 4th Avenue and from S 3rd Avenue to S 1st Avenue;
- (22) On either side of W Kimball Street from S 4th Avenue to S 3rd Avenue and from S 1st Avenue to S Main Street;
- (23) On either side of W Dallas Street from Phillips Court to S 1st Avenue;
- (24) On either side of W Dallas Street from S 1st Avenue to S Main Street;
- (25) On either side of Phillips Court from the west end of Phillips Court to W Dallas Street;
- (26) On either side of Eddie Court;
- (27) On either side of Pond Street from Broad to E Dallas Street;
- (28) On either side of Tarrant Street from E Kimball Street to E Dallas Street;
- (29) On either side of Short Street from E Kimball Street to E Dallas Street;
- (30) On either side of S Waxahachie Street from Broad to Lake Street;
- (31) On either side of S Waxahachie Street from Lake Street to E Dallas Street;
- (32) On either side of Hollyberry Drive from E Dallas Street to Stell;
- (33) On either side of Blueberry Hill Lane from Hollyberry Drive to Stell;
- (34) On either side of E Kimball Street from Pond Street to S Waxahachie Street;
- (35) On either side of Lake Street from Tarrant Street to S Waxahachie Street;
- (36) On either side of E Dallas Street from S Main Street to S Waxahachie Street;
- (37) On either side of Sycamore Street from Elm Street to Broad Street;
- (38) On either side of Sycamore Street from Depot Street to Elm Street; and
- (39) On either side of Elm Street from Smith Street to Brown Street.

(B) The Police Chief, in his sole discretion, may place or cause no parking signs to be placed in any or all of the locations identified in subsection (A) to prohibit parking in those locations during a special event. The Police Chief shall have complete discretion to determine what is a special event. The signs shall read “No Parking During Special Events.” The signs shall be placed at both ends of the locations where parking is prohibited, and there shall be at least one sign every 100 feet in the locations where parking is prohibited. The signs shall be of such construction and design such that they remain in place and are visible and reasonably understood to be controlling.

(C) A violation of subsection (A) of this section shall be an offense that is a misdemeanor and punishable by a fine not to exceed Five Hundred Dollars (\$500.00).

(D) A vehicle illegally parked as defined in this section may be subject to a citation and or towed at the discretion of the police department.”

SECTION 3.

That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4.

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the ordinance as a whole.

SECTION 5.

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be subject to the penalties and provisions in Section 130.99 of the Code of Ordinances, City of Mansfield, Texas.

SECTION 6.

This ordinance shall take effect immediately from and after its passage on third and final reading and the publication of the caption, as the law and charter in such cases provide.

First reading approved on the _____ day of _____, 2020.

Second reading approved on the _____ day of _____, 2020.

DULY PASSED on the third and final reading by the City Council of the City of Mansfield, Texas, this _____ day of _____, 2020.

David L. Cook, Mayor

ATTEST:

Susana Marin, City Secretary

APPROVED AS TO FORM AND LEGALITY

Allen Taylor, City Attorney



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3842

Agenda Date: 11/9/2020

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution Authorizing the City Manager and the Police Department to Make Application, Receive, and Expend Grant Funding from Firehouse Subs Safety Foundation Program to Purchase Mass Casualty/Active Shooter Response Kits for the Police Department

Requested Action

Approval of Resolution

Recommendation

Approval of Resolution

Description/History

The mission of the Firehouse Subs Public Safety Foundation program is to impact the lifesaving capabilities, and the lives of local heroes and their communities. This is accomplished by providing lifesaving equipment and prevention education tools to first responders and public safety organizations.

Justification

N/A

Funding Source

Reimbursement by the Firehouse Subs Public Safety Foundation Program.

Prepared By

Adam Cellars, Lieutenant
for
Tracy Aaron, Chief of Police

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER AND THE POLICE DEPARTMENT TO MAKE APPLICATION, RECEIVE, AND EXPEND GRANT FUNDING FROM FIREHOUSE SUBS TO PURCHASE MASS CASUALTY/ACTIVE SHOOTER RESPONSE KITS FOR THE POLICE DEPARTMENT. THE AMOUNT OF THE AWARD WILL NOT EXCEED \$6,500 AND DOES NOT REQUIRE A MATCH.

WHEREAS, the City of Mansfield and the police department is a unit of local government that meets the criteria established by Firehouse Subs to apply for and receive grant funds under this program; and,

WHEREAS, the City of Mansfield and the police department is seeking an amount not to exceed \$6,500 in grant program funding with no match required; and,

WHEREAS, the City of Mansfield and the police department agrees to comply with all program rules as set out in the grant program guidelines; and,

WHEREAS, the City of Mansfield agrees that in the event of loss or misuse of the Firehouse Subs grant program funds, the City of Mansfield assures that the funds will be returned to Firehouse Subs in full; and,

WHEREAS, the City of Mansfield designates Joe Smolinski (City Manager) as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency; and,

WHEREAS, the City Council desires to ratify and authorize the City Manager and the police department to make application, receive and expend the above mentioned grant allocation, if awarded.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:

SECTION 1.

1. The City Manager or designee is authorized to execute all documents and make application for obtaining state funds from Firehouse Subs in FY20 to be used to purchase mass casualty/active shooter response kits.
2. The City Manager or designee is authorized to receive and expend the grant funding, if awarded, by the State of Texas for this grant program.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2020.

ATTEST:

Joe Smolinski, Mayor

City Secretary



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3851

Agenda Date: 11/9/2020

Version: 2

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution of the City Council of the City of Mansfield, Approving the Selection of Komatsu Architects, of Fort Worth, TX, to Provide Architectural and Engineering Services for the Police and Fire Strategic Training Project and Interior Remodel of the Law Enforcement Center, and authorizing the City Manager to Execute an Agreement on Behalf of the City

Requested Action

Approve a Resolution to award Komatsu Architecture a contract for architectural and engineering services for the Police and Strategic Training and L.E.C. Interior Remodel Project.

Recommendation

Staff recommends approval of the resolution.

Description/History

The project will include design of a new 240,000 square foot driving training pad and modular burn tower, along with remodeling of an estimated 7,500 square foot Law Enforcement Center. The new driving training pad and burn tower will be located on the 651 Justice Lane property. Existing administration offices, locker rooms, etc. will be demolished and remodeled within the Law Enforcement Center to provide for more efficient usage and relocation of personnel.

In order to properly design and construct the driving training pad to necessary standards, extensive civil engineering design will be necessary to resolve long-standing drainage issues at 651 Justice Lane and to the property to the North. This pad will also incorporate a foundation of the new modular burn tower. Both the driving training pad and burn tower will be utilized by our Police and Fire Departments and will provide a centralized location for these activities, rather than having to use non-city owned facilities or those located outside of the city.

Funding for this project (\$4,700,000) has been reallocated previously by the City Council. Estimated construction cost for the project will be \$4,200,000.

Komatsu Architecture agrees to provide professional services for architectural and engineering services, including design, contract and construction administration for a cost of \$259,332.00.

Justification

This project will provide the needed training facilities for Police and Fire, and more efficient uses of the existing space within the Law Enforcement Center, as well as much needed

upgrades to the building systems.

Funding Source

General Fund

Prepared By

Wade McLaurin, Director of Building Services

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, APPROVING THE SELECTION OF KOMATSU ARCHITECTS, OF FORT WORTH, TX, TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE POLICE AND FIRE STRATEGIC TRAINING PROJECT AND INTERIOR REMODEL OF THE LAW ENFORCEMENT CENTER, AND; AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT ON BEHALF OF THE CITY IN THE AMOUNT OF \$259,332.00, SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY.

WHEREAS, the City Council of the City of Mansfield desires to construct a Police and Fire Driving Training Pad and Strategic Tactical Training Facility, as well as to remodel a portion of the existing Law Enforcement Center; and

WHEREAS, City staff has negotiated a proposed fee of \$259,332.00 with Komatsu Architects to provide professional services for architectural and engineering services, including design, contract and construction administration; and

WHEREAS, Komatsu Architects has extensive experience in the design of similar public safety facilities which will bring significant value to the project; and

WHEREAS, as authorized by Texas Government Code Sec. 2269.053, the City Council desires to delegate its authority under Chapter 2269 to the City Manager and desires to designate the City Manager as its designated representative for purposes related to this Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:

SECTION 1.

The City Council hereby approves the selection of Komatsu Architects for the architectural and engineering services of the Project and authorizes the City Manager to execute an agreement on behalf of the City, subject to final review and approval of the City Attorney.

SECTION 2.

The City Council hereby delegates its authority under Texas Government Code Chapter 2269 to the City Manager, designates the City Manager as its designated representative for purposes related to this Project, and authorizes the City Manager and his designee(s) to take all actions necessary to accomplish the purposes and actions authorized herein.

SECTION 3.

No delegation of authority under Section 2 of this resolution will limit the City Council's ultimate authority to select an offeror and approve a contract pursuant to Section 2269.155 of the Texas Government Code.

SECTION 4.

This resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this the 9th day of November 2020.

David Cook, Mayor

ATTEST:

Susana Marin, City Secretary



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3853

Agenda Date: 11/9/2020

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution Approving an Amendment to the Contract for Design Services with Wier & Associates for the Heritage Parkway (S. Main St. to Commerce Dr.) Westbound Lanes Reconstruction Project for an Amount Not to Exceed \$14,400.00 (Street Bond Fund)

Requested Action

Consider a Resolution approving an amendment to the contract for design services with Wier & Associates for Heritage Parkway (S. Main St. to Commerce Dr.) Westbound Lanes Reconstruction for an amount not to exceed \$14,400.00.

Recommendation

The Engineering Staff recommends approval of the Resolution.

Description/History

The original contract with Wier & Associates was approved on August 10, 2020 with Resolution 3669-20, to design the pavement reconstruction for the Heritage Pkwy. Westbound Lanes project in the amount of \$140,000.00. In accordance with the Bicycle Master Plan, this project will include an eight-foot sidewalk on the north side of Heritage Pkwy. as a sidepath to accommodate both bicyclists and pedestrians. It has been determined that the eight-foot sidewalk cannot fit within the existing Heritage Pkwy. right-of-way and that twelve sidewalk easements adjacent to the existing right-of-way need to be prepared and acquired from the adjacent property owners.

This amendment is for the preparation of the sidewalk easement documents. It is anticipated that the easements will be acquired from the adjacent property owners, all commercial businesses, at no cost.

Justification

The preparation of easements is necessary to accommodate construction of the proposed sidewalk.

The Director of Public Works will be in attendance at the meeting to answer Council's questions regarding the proposed funding and contracts.

Funding Source

Street Bond Fund

Prepared By

Raymond Coffman, City Engineer, Engineering Department, 817-276-4238

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT TO THE CONTRACT FOR DESIGN SERVICES WITH WIER & ASSOCIATES FOR THE HERITAGE PARKWAY (S. MAIN ST. TO COMMERCE DR.) WESTBOUND LANES RECONSTRUCTION PROJECT FOR AN AMOUNT NOT TO EXCEED \$14,400.00

WHEREAS, the City Council recognizes the need to proceed forward approving an amendment to the contract for design services with Wier & Associates for the Heritage Parkway (S. Main St. to Commerce Dr.) Westbound Lanes Reconstruction Project for the benefit of the citizens of the City of Mansfield; and,

WHEREAS, the City Staff has reviewed the proposed amendment to the contract for design services; and,

WHEREAS, the City Council has received the recommendation from Staff to authorize additional funding for the amendment to the contract with Wier and Associates for additional design services; and,

WHEREAS, it is necessary to authorize and secure funds from the Street Bond Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:

SECTION 1.

Additional funding is hereby authorized in an amount not to exceed Fourteen Thousand Four Hundred and 00/100 Dollars (\$14,400.00) and the City Manager is hereby authorized and directed to execute a contract amendment with Wier and Associates for the Heritage Parkway (S. Main St. to Commerce Dr.) Westbound Lanes Reconstruction Project.

PASSED AND APPROVED THIS THE 9th DAY OF NOVEMBER, 2020.

David L. Cook, Mayor

ATTEST:

Susana Marin, City Secretary



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3859

Agenda Date: 11/9/2020

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution Approving an Interlocal Agreement with Tarrant County for Construction of Roadway and Parking Lot Improvements at the Michael L. Skinner Sports Complex in the Amount of \$7,500 and Approving the Purchase of Materials Through a Cooperative Purchasing Agreement with Tarrant County in the Amount of \$565,000.

Requested Action

Discuss and Consider Resolution

Recommendation

Approve Resolution

Description/History

The Michael L. Skinner Sports Complex opened in October 1996 with 540 parking spaces to serve six baseball and eight soccer fields. Since that time, three additional baseball fields have been added and the soccer association utilizes some of the large soccer fields as multiple, smaller playing fields. These additional fields have resulted in more traffic than was originally planned, and thus, created a shortfall in the number of paved, asphalt parking spaces. Additionally, the complex has only one entry roadway off of Holland Road.

During the FY2020-2021 capital budget discussions, the City Council appropriated \$600,000 for roadway and parking lot improvements at the Michael L. Skinner Sports Complex to address these issues. Parks and recreation staff reached out to Tarrant County Precinct 2 about the possibility of partnering with the county to make the improvements through an interlocal agreement.

Representatives met at the complex in August and followed up with two additional meetings in September to discuss the scope of work. The proposed improvements will include rebuilding the park roadway at a width of 34 feet. This will provide three lanes for traffic flow, one lane into the complex and two exit lanes to assist with heavy traffic following sporting events. In addition, approximately 300 parking spaces will be added to three of the existing lots and seal coating applied to all four lots.

Through the proposed interlocal agreement, Tarrant County will furnish the labor and equipment necessary to make the roadway and parking lot improvements at a cost of \$7,500 to the City. In addition, the City will purchase the materials necessary for the improvements through a cooperative purchasing agreement with Tarrant County in the amount of \$565,000.

Justification

By working with Tarrant County through an Interlocal Agreement and a Cooperative Purchasing Agreement, the City of Mansfield is able to make improvements to existing parking lots at a reduced price.

Funding Source

Repurposed General Obligation Bond Funding

Prepared By

Matt Young, Director of Parks and Recreation
matt.young@mansfieldtexas.gov
817-728-3397

RESOLUTION NO. _____

A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH TARRANT COUNTY FOR CONSTRUCTION OF ROADWAY AND PARKING LOT IMPROVEMENTS AT THE MICHAEL L. SKINNER SPORTS COMPLEX IN THE AMOUNT OF \$7,500 AND APPROVING THE PURCHASE OF MATERIALS THROUGH A COOPERATIVE PURCHASING AGREEMENT WITH TARRANT COUNTY IN THE AMOUNT OF \$565,000.

WHEREAS, it is recognized that it is in the best interest of the citizens of the City of Mansfield that the roadway and parking areas be improved to accommodate events held at the Michael L. Skinner Sports Complex; and

WHEREAS, Tarrant County and the City of Mansfield have agreed to contract with each other concerning the construction of said improvements; and

WHEREAS, Tarrant County and the City of Mansfield have agreed to enter into an interlocal agreement concerning said improvements (agreement attached as Exhibit “A”).

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:

Section 1.

The City Manager or his designee is hereby authorized to execute an interlocal agreement with Tarrant County for construction of roadway and parking lot improvements at the Michael L. Skinner Sports Complex in the amount of Seven Thousand Five Hundred Dollars and 00/100 (\$7,500) and approving the purchase of materials through a cooperative purchasing agreement with Tarrant County in the amount of Five Hundred Sixty-Five Thousand Dollars and 00/100 (\$565,000).

RESOLVED AND PASSED this 9th day of November, 2020.

David L. Cook, Mayor

ATTEST:

Susana Marin, City Secretary

EXHIBIT A

THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF TARRANT

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Mansfield ("CITY").

WHEREAS, the CITY is requesting the COUNTY's assistance with the following tasks all located within the Skinner Sports Complex:

1. Lot #1 add on construction and seal coat at a width of 70 feet and a length of 730 feet;
2. Lot #2 seal coat at a width of 158 feet and a length of 415 feet;
3. Lot #3 add on construction and seal coat at a width of 70 feet and a length of 415 feet;
4. Lot #4 add on construction and seal coat at a width of 70 feet and a length of 400 feet; and
5. Entry Roadway reconstruction at a width of 34 feet and a length of 2,265 feet.

All collectively known as the "**Project**";

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement;

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement;
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement; and
- e. Both parties acknowledge that they are each a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

TERMS AND CONDITIONS

1. COUNTY RESPONSIBILITY

The COUNTY will furnish the labor and equipment to assist the CITY in completing the Project. Each section of the Project (1 through 5 listed above) is slightly different; however, basic construction/reconstruction will consist of the following (where applicable):

- 1.1 Pulverize/Reclaim existing asphalt into subgrade;
- 1.2 Excavate and/or relocate excess material;
- 1.3 Stabilize and compact sub-grade at a depth of ten (10) inches using Lime and/or Cement Slurry products according to CITY specifications;
- 1.4 Apply asphalt emulsion prime coat or seal coat as specified;
- 1.5 Place and compact three (3) inches of Type B Hot Mix Asphalt Concrete; and
- 1.6 Place and compact two (2) inches of Type D Hot Mix Asphalt Concrete.

2. CITY RESPONSIBILITY

- 2.1 CITY will furnish all materials and associated trucking fees for the Project;
- 2.2 CITY will furnish a site for dumping waste in close proximity to job site for materials generated during this Project;
- 2.3 CITY will furnish all rights of way, plan specifications and engineering drawings;
- 2.4 CITY will furnish necessary traffic controls including Type A barricades to redirect traffic flow to alternate lanes during the construction phase of the Project;
- 2.5 CITY will provide temporary driving lane markings;
- 2.6 CITY will ensure that the Project is cleared of obstructions which could damage COUNTY equipment during construction;
- 2.7 CITY will verify the location of all utility locations, mark those locations and then remove the utilities that will interfere with the progress of the Project; and
- 2.8 CITY will provide any soil lab testing and/or material testing needed for the Project.
- 2.9 CITY will pay COUNTY \$7,500.00 for the labor and equipment involved with the Project.

3. PROCEDURES DURING PROJECT

COUNTY retains the right to inspect and reject all materials provided for this Project.

If the CITY has a complaint regarding the construction of the Project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of Project completion. Upon expiration of 30 days after Project completion, the CITY will be solely responsible for maintenance and repairs of the Project.

4. NO WAIVER OF IMMUNITY

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

5. OPTIONAL SERVICES

- 5.1 If necessary, the CITY will furnish traffic control personnel; and/or
- 5.2 If required, the CITY will pay for engineering services, stormwater pollution prevention plan (SWPPP), and continuation of services and plan.

6. TIME PERIOD FOR COMPLETION

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

7. THIRD PARTY

The parties do not enter into this Agreement to protect any specific third party. The intent of this Agreement excludes the idea of a suit by a third party beneficiary. The parties to this Agreement do not consent to the waiver of sovereign immunity under Texas law to the extent any party may have immunity under Texas law.

8. JOINT VENTURE & AGENCY

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

9. EFFECTIVE DATE

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

10. TERMINATION OF AGREEMENT

Either party may terminate this Agreement without cause by providing thirty (30) days prior written notice of intent to terminate to the other party. This Agreement will automatically terminate upon completion of the Project or December 31, 2021, whichever date occurs first. This Agreement may be renewed prior to its expiration upon the mutual consent of the parties in writing.

TARRANT COUNTY, TEXAS

CITY OF MANSFIELD

COUNTY JUDGE

Authorized City Official

Date: _____

Date: _____

COMMISSIONER, PRECINCT 2
Devan Allen

Date: _____

Attest:

Attest:

APPROVED AS TO FORM*

APPROVED AS TO FORM AND LEGALITY

Criminal District Attorney's Office*

City Attorney

* By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

Michael L. Skinner Sports Complex





CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3840

Agenda Date: 11/9/2020

Version: 1

Status: Consent

In Control: City Council

File Type: Special Event

Agenda Number:

Title

Request for Special Event Permit: "Hometown Holidays" for Friday, December 4, 2020 and Saturday, December 5, 2020

Requested Action

Approval for Special Event Permit: "Hometown Holidays" for Friday, December 4, 2020 and Saturday, December 5, 2020

Recommendation

Staff has reviewed the application and recommends approval of such with the following comments:

Police Department:

S Main St and E Broad St will need to be opened at the conclusion of the event on Friday, then shut down again on Saturday morning. No portable restrooms can be placed in the roadway on S. Main St., W. Broad St., or E. Broad St.

Environmental Department:

- 1) Adequate waste receptacles must be present to contain litter and food waste.
- 2) The event area shall be policed immediately after the event to collect any errant litter.
- 3) No surface discharges are permitted from the food vendors, to include hot bath water.

Description/History

This is an Annual Event.

Justification

N/A

Funding Source

N/A

Prepared By

Nicolette Allen, Assistant to the City Manager



Special Event Application

Organization/Group: City of Mansfield	Date: 10/5/2020
Applicant: Angie Henley	
Applicant's Address: 1164 Matlock	Phone No. 214-557-6438
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	Email: angie.henley@mansfieldtexas.gov
Address of Event: Main Street and Broad, The Lot	
Description & Activities: Holiday entertainment: ferris wheel, carousel, food vendors, music, tree lighting Santa, fireworks	
Date of Event: December 4-5, 2020	Hours of Event: 12/4 5:00pm-9:00pm 12/5 12:00-8:00pm
Public Invited or Private Party? yes	Estimated Number of Attendees 7000
Is the event in a Mansfield Park? *If yes, Insurance is required	
Do you plan to Temporarily Close a Public Street? Yes- Main Street *If yes, Insurance is required	
Is the event on Private Property other than your own? *If yes, signed permission is required	
Will there be any new or temporary electric lines installed? <small>*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.</small>	
Will you be using generators? yes	*If yes, show location on the site plan
Do you plan to have any Tents? yes	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? yes	
Do you plan to have any Promotional Signs? (banners, streamers, balloons)	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? Yes- using Crossroads	*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? Yes, Tracey Aaron	*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 	
Applicant's Printed Name:	Applicant's Signature:
Angie Henley	Angie Henley

PERMISSION TO USE PRIVATE PROPERTY FOR SPECIAL EVENT

(Required if this is not your property or business location)

I, the undersigned, being the property owner or property management representative of the owner for the property described herein below, do grant

The lot

(Person, group or business name)

permission to have their special event on said property.

Property address: 110 S. Main St, Mansfield, TX 76063

Please check all that apply:

☐ Entire Special Event, including all activities listed, are approved be held at this location.

☐ Approved for overflow parking and/or shuttle area to be held at this location.

☐ Approved to place promotional signage at this location, if the required permit is obtained. (I am aware this will use up one of the three (3) times a calendar year maximum for this location)

☐ Approved to place a Tent(s) and/or canopy for the event. (Note: a Tent requires a permit)

☒ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities

☒ Misc. Approved: School performances / Lighting of Christmas tree
Volunteer program

(see email)

Signature

Justin Gilmore

Printed Name/ Job Title

110 S. Main St.

Mailing Address

817-966-2822

Contact Phone Number



1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Fax: 817-728-3639

Temporary Tent Application

Tent location Address	Main Street		Suite No.	
Tenant/Business				
Applicant*	Angie Henley		Phone	214-557-6438
Applicant Address 1164 Matlock Rd			E-mail angie.henley@mansfieldtexas.gov	
*Will be called for questions and/or when the permit is ready for pick-up				
Tent Company Rental Stop				
Tent Company Name			Contact Number	
Company Address				
Purpose of Tent:				
Special Event <input checked="" type="checkbox"/>	Sale or Promotion <input type="checkbox"/>	Assembly <input type="checkbox"/>	Other <input type="checkbox"/>	
Dates Tent will be on the Property		Erected:	Removed:	
Size and Height of Tent (in feet at tallest peak)				
#1 Tent Size	20 x 10	Height in feet		
#2 Tent Size	10 x 10	Height in feet		
#3 Tent Size		Height in feet		
Please read and Include the Following Information With This Application				Permit Fee \$60
1. SITE PLAN: You must include a site plan showing where the Tent(s) will be located on the property. You need to indicate the distance from any structures and the property lines.				
2. FLOOR PLAN: Provide a simple floor plan for each tent showing the tables, chairs, stages, width of aisles, exits, etc. Note if the Tent sides will be Up or Down.				
3. FLAME RESISTANT CERTIFICATE: You must attach a Flame Resistant Certificate for the specific tent you are renting. The Tent Company can provide this.				
4. NOTE: Temporary tent sales by retail establishments or tent assemblies may be permitted for a period not to exceed thirty (30) days and <u>no more than once a year</u> . No tents or similar structures shall be erected in any required yard setbacks or designated easements.				
Applicant's Printed Name & Date		Angie Henley 10/5/2020		
Applicant's Signature				
Property Owner/Manager Printed Name				
Property Owner/Manager Signature *REQUIRED				

Certificate of Flame Resistance



REGISTERED
APPLICATION
CONCERN No.
F419.01

ISSUED BY
California Combining Corp
5607 S. Santa Fe Ave
Los Angeles, CA 90058 USA

Date tested or
manufactured
July 30, 2010

This is to certify that the materials described on the reverse side hereof have been flame-retardant treated (or are inherently nonflammable).

FOR Ideal Canopy ADDRESS Unit 2 8500 River Rd
CITY Delta, B.C. STATE V40 1B5 Canada

Certification is hereby made that (Check "a" or "b")

☐ (a) The articles described on the reverse side of this Certificate have been treated with a flame-retardant chemical approved and registered by the State Fire Marshal and that the application of said chemical was done in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal.

Name of chemical used _____ Chem. Reg. No. _____

Method of application _____

☒ (b) The articles described on the reverse side hereof are made from a flame-resistant fabric or material registered and approved by the State Fire Marshal for such use.

Trade name of flame-resistant fabric or material used LAN TEX Reg. No. F419.01

The Flame Retardant Process Used WILL NOT Be Removed By Washing
(will or will not)

Vincent Lassard
Name of Applicator or Production Superintendent

By Cathy Dior
Title Secretary Treasurer

009
PAGE 05/07

CALIFORNIA COMBINING

CONTROL NO. 073010

CUSTOMER ORDER NO. Raj

CUSTOMER INVOICE NO. 99375

YARDS OR QUANTITY 3020

COI OR _____

STYLE 15x61 B/O Polish

DATE PROCESSED July 30, 2010

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Merry Main Street Midway

Name of Group Assisting:

☒ Mansfield Police

☐ MISD Police

☐ Constable Office

☐ Other _____

Please check all that apply:

☒ We have an agreement to be Traffic Officers for this Special Event.

☐ We have an agreement to be Security Officers for this Special Event.

☐ Other:

We will be meeting w/ PD again on 10/21/20

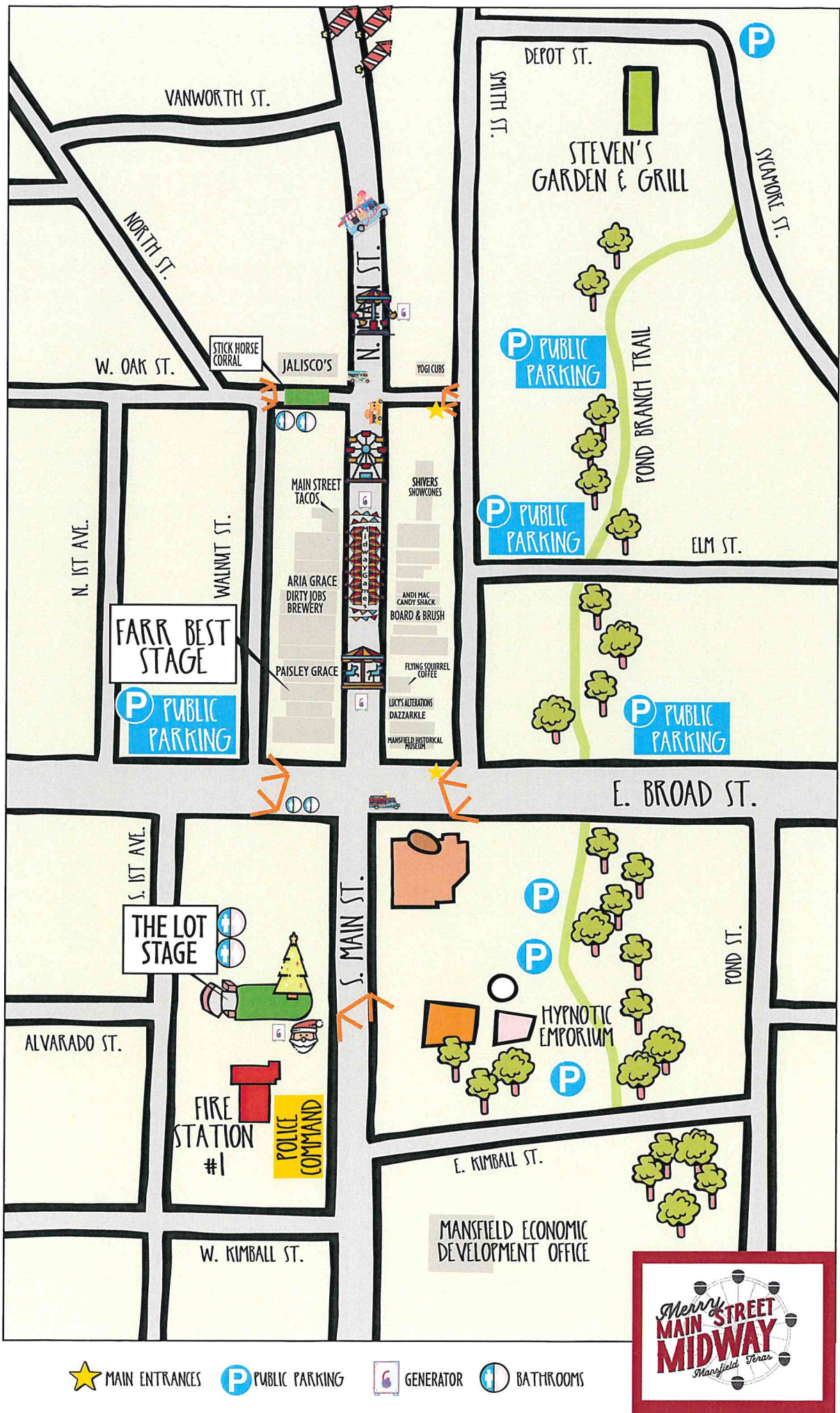
Signature

Printed Name/ Job Title

Mailing Address

Contact Phone Number

/ _____
E-mail





CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3862

Agenda Date: 11/9/2020

Version: 1

Status: Consent

In Control: City Council

File Type: Special Event

Title

Request For Special Event Permit: Mansfield Turkey Trot

Requested Action

Approval of the Special Event Permit for the Mansfield Turkey Trot

Recommendation

Staff has reviewed the application and recommends approval with the following comments:

Police Department:

Agreement with applicant for a minimum of 4 officers required for traffic/security at agreed to off-duty rates.

Environmental Department:

All event, start/stop, and rest areas shall have adequate waste receptacles and serviced to prevent litter accumulation.

The event route shall be policed immediately after the event to collect any stray

litter.

Description/History
This is the 7th annual Mansfield Turkey Trot 5 Mile, 5K, and Fun Run starting at Fieldhouse USA located at 650 N US 287. The event will take place on November 26, 2020 from 5:00 am to 12:00 pm.

Justification

N/A

Funding Source

N/A

Prepared By

Shirley Emerson

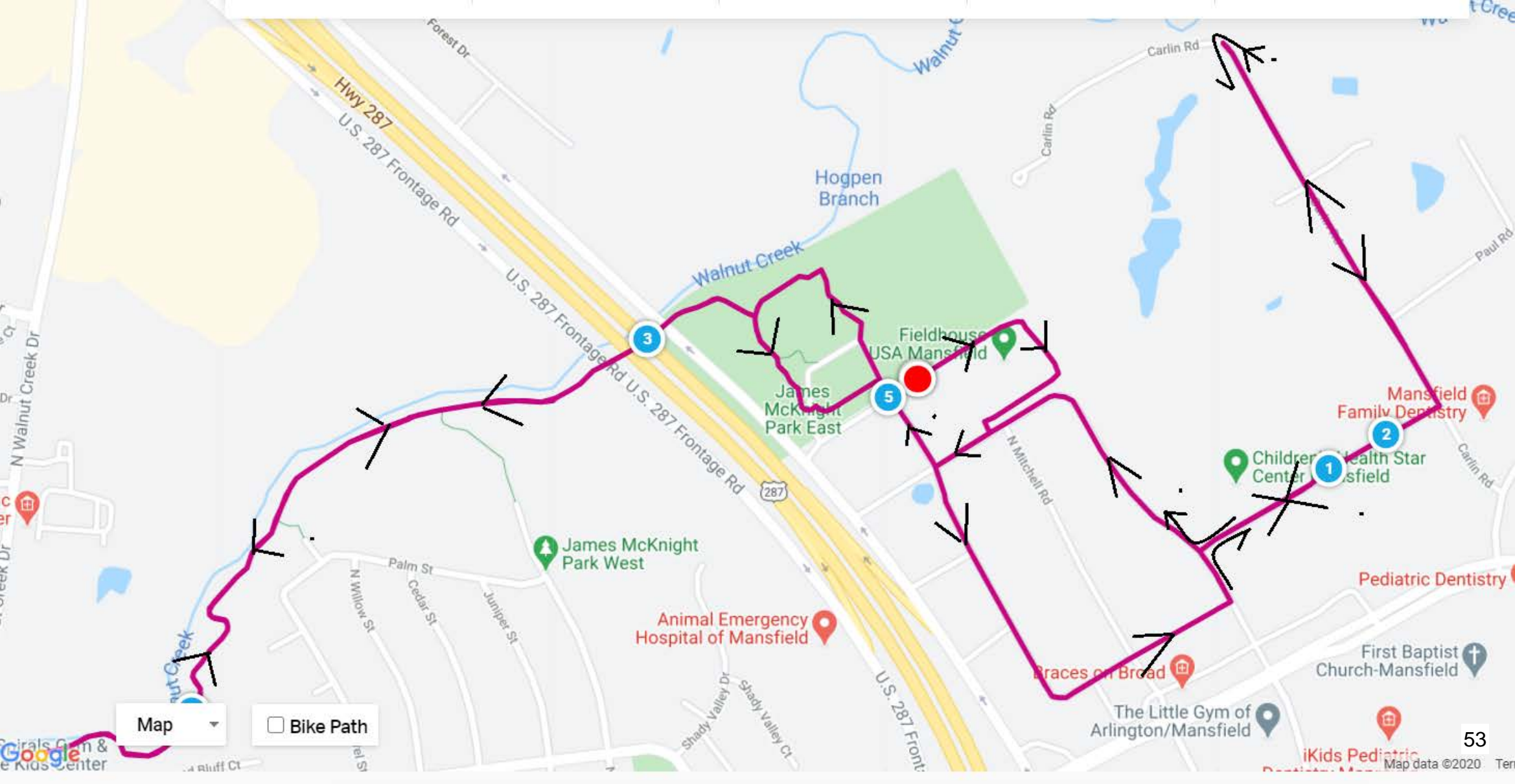
817-276-4259



1200 East Broad Street, Mansfield, TX 76063
www.mansfieldtexas.gov Fax: 817-477-1416

Special Event Application

Organization/Group: RUNFAR RACING SERVICES, INC.	Date: 09/30/2020
Applicant: Raul Najera	
Applicant's Address: 1609 PICCADILLY CT	Phone No. 512-569-0165
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	Email:
Address of Event: 650 U.S. 287 Frontage Rd #110, Mansfield, TX 76063	
Description & Activities: 5Mile, 5k and Fun Run	
Date of Event: 11/26/2020	Hours of Event: 5am - 12pm
Public Invited or Private Party? Public	Estimated Number of Attendees 650
5M - 300, 5K - 300, Fun Run - 50	
Is the event in a Mansfield Park? Partially	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? Partially	*If yes, Insurance is required
Is the event on Private Property other than your own? YES	*If yes, signed permission is required SEE ATTACHED
Will there be any new or temporary electric lines installed? NO	
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.	
Will you be using generators? YES	*If yes, show location on the site plan
Do you plan to have any Tents? NO	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? NO	
Do you plan to have any Promotional Signs? (banners, streamers, balloons) NO	*If yes, a separate permit is required
City of Mansfield Assistance Requested: YES	
Barricades/ Street Closure? NO	*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? YES	*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 	
Applicant's Printed Name:	Applicant's Signature:
RAUL NAJERA	





PERMISSION TO USE PRIVATE PROPERTY FOR SPECIAL EVENT
(Required if this is not your property or business location)

I, the undersigned, being the property owner or property management representative of the owner for the property described herein below, do grant

Mansfield Turkey Trot permission to have their special event on said property.
(Person, group or business name)

Property address: 650 N. HWY 287 Mansfield, TX 76063

Please check all that apply:

☒ Entire Special Event, including all activities listed, are approved be held at this location.

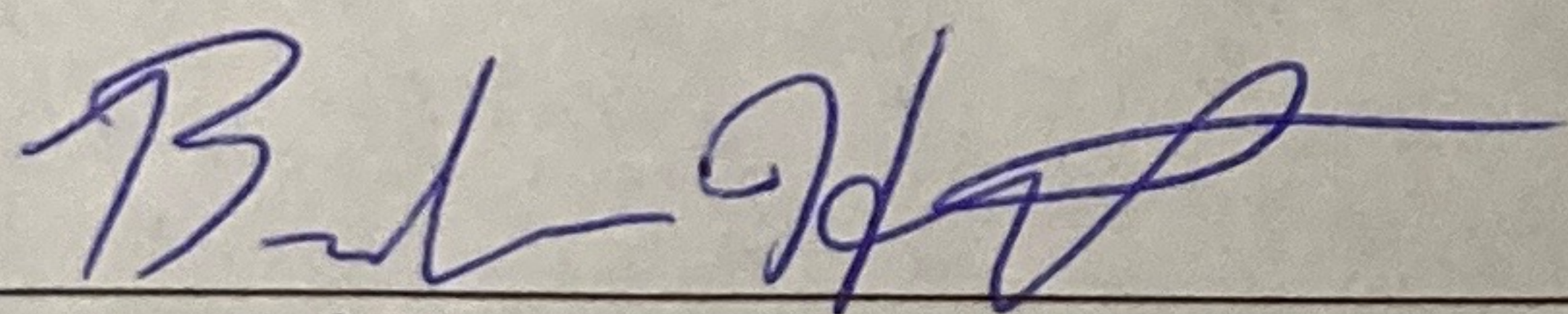
☐ Approved for overflow parking and/or shuttle area to be held at this location.

☐ Approved to place promotional signage at this location, if the required permit is obtained. (I am aware this will use up one of the three (3) times a calendar year maximum for this location)

☐ Approved to place a Tent(s) and/or canopy for the event. (Note: a Tent requires a permit)

☐ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities

☐ Misc. Approved: _____



Signature of Property Owner or Property Management Company

Brandon Hebert - General Manager

Printed Name/ Job Title

650 N. HWY 287 Mansfield, TX 76063

Mailing Address

682-307-5210

Contact Phone Number

bhebert@fieldhouseusa.com

Email Address

Re: Mansfield Turkey Trot - Agreement to Assist

1 message

Raul Najera <raul@runfarusa.com>

Thu, Oct 22, 2020 at 11:28 AM

To: Jim Van Duzee <jim.vanduzee@mansfieldtexas.gov>

Cc: Shirley Emerson <shirley.emerson@mansfieldtexas.gov>

Hi Jim,

This looks good to me.

Thank you!

Raul

On Tue, Oct 6, 2020 at 1:32 PM Jim Van Duzee <jim.vanduzee@mansfieldtexas.gov> wrote:

Good afternoon Raul,

I have received your request for a 4th officer to assist with traffic control at your race. The personnel will consist of 3 officers and 1 supervisor. The officers' pay rate is \$60/hr with a 3 hour minimum (\$180 per officer), and the supervisor's pay rate is \$75/hr with a 3 hour minimum (\$225 for supervisor). The officers and supervisor working the race will need to be paid cash or check on the day of the event. Let me know if you have any questions.

Thank you,

On Tue, Oct 6, 2020 at 11:51 AM Raul Najera <raul@runfarusa.com> wrote:

Hi Jim,

Can we add a 4th officer for this event so we have two on the 287 entrances?

Thank you!

Raul

On Thu, Oct 1, 2020 at 9:54 PM Raul Najera <raul@runfarusa.com> wrote:

Hi Jim,

Please find our request for Mansfield PD assistance for our annual Turkey Trot.

Here is the link for the 5M route: <https://www.mapmyrun.com/routes/view/3432445075>

The 5K follows the 1st 1.5M and then returns.

Let me know if you have any questions or concerns.

Thank you!

Raul

--

Raul Najera
President/CEO
RunFAR Racing Services, Inc.
www.runfarusa.com
512-569-0165 (direct)
817-394-1215 (eFax)

CONFIDENTIALITY NOTICE: The information contained in this electronic mail transmission is confidential. It may also be subject to proprietary information. This information is intended for the exclusive use of the addressee(s). If you are not the intended recipient, you are hereby notified that any use, disclosure, dissemination, distribution (other than to the addressee(s)), copying or taking of any action because of this information is strictly prohibited. If this message has



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME:	
	PHONE (A/C, No, Ext): (888) 202-3007	FAX (A/C, No):
INSURED RunFAR Racing Services Inc 1609 Piccadilly Ct Mansfield, TX 76063	E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hiscox Insurance Company Inc	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC # 10200		


COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		UDC-4490829-CGL-20	05/19/2020	05/19/2021	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 2,000,000						
	GENERAL AGGREGATE \$ 2,000,000						
							PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
2020 Mansfield Turkey Trot on 11/26/2020

CERTIFICATE HOLDER**CANCELLATION**

City of Mansfield 1200 E. Broad St Mansfield TX 76063	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3852

Agenda Date: 11/9/2020

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the October 26, 2020 Regular City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the October 26, 2020 Regular City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

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

Meeting Minutes - Draft

City Council

Monday, October 26, 2020

5:00 PM

Council Chambers

REGULAR MEETING

5:00 P.M. - CALL MEETING TO ORDER

Mayor Cook called the meeting to order at 5:04 p.m.

Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.

Present 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

RECESS INTO EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 5:06 p.m. Mayor Cook called the executive session to order in the Council Conference Room at 5:11 p.m. Mayor Cook adjourned executive session at 7:25 p.m.

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

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 3:20-CV-2061

Seek Advice of City Attorney Regarding Zoning Case ZC#16-008

Seek Advice of City Attorney Regarding Assignment of Developer Agreement

Seek Advice of City Attorney Regarding Reciprocal Easement Agreements

Seek Advice of City Attorney Regarding Potential Annexation and Deannexation

Seek Advice of City Attorney Regarding Human Resource Issue

Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072

Personnel Matters Pursuant to Section 551.074

Board Appointments - Historic Preservation Advisory Board

Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087

7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION

Mayor Cook reconvened into regular business session at 7:32 p.m.

INVOCATION

Bethlehem Baptist Church representative Tamiko Jones gave the Invocation.

PLEDGE OF ALLEGIANCE

Council Member Moore led the Pledge of Allegiance.

TEXAS PLEDGE

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

Council Member Newsom led the Texas Pledge.

PROCLAMATION

Arbor Day

Mayor Cook proclaimed November 6, 2020 as Arbor Day in Mansfield and presented a proclamation to Landscape Administrator Stevon Smith.

PRESENTATIONS

Tree City USA Recognition

Stevon Smith made brief comments and introduced Texas A&M Forest Service Representative Courtney Blevins. Mr. Blevins congratulated the City for the fourteenth year in a row of receiving the Tree City USA Award.

Presentation of the American Association of Code Enforcement 2020 Community Service Award to City Council

Assistant to the City Manager Nicolette Allen read an excerpt from the letter of recommendation City Manager Joe Smolinski submitted to the American Association of Code Enforcement. American Association of Code Enforcement President Barbara Burlingame read an excerpt from a second recommendation letter and presented the American Association of Code Enforcement 2020 Community Service Award to City Council and the Code Compliance Department.

Presentation of the American Association of Code Enforcement 2020 Program of the Year Award to City Council

American Association of Code Enforcement President Barbara Burlingame presented the American Association of Code Enforcement 2020 Program of the Year Award to City Council and the Code Compliance Department and thanked everyone for their hard work. Mayor Cook recognized Joe Smolinski for his involvement in earning the award, and also recognized the volunteers from the churches in Mansfield for the significant amount of volunteer hours they have contributed.

CITIZEN COMMENTS

Richard Dill - 903 Killian Drive - Mr. Dill spoke regarding tree preservation at the Dolce Vita development. Mr. Dill asked the City Council to support him in the request for the plan and plat to not be approved by the Planning and Zoning Commission until tree preservation issues are satisfactorily resolved. He asked that appropriate mitigation measures be given time to be discussed and determined before being finalized with the developer.

Ben Hartman - 500 Alvarado Street - Mr. Hartman spoke in opposition of agenda item 20-3802.

Sheri Bumgardner - 9745 County Road 528, Burleson - Ms. Bumgardner spoke in opposition of agenda item 20-3775.

Mayor Cook read the comment received from the following person:

Steve Nelson - 257 Carlin Road - Mr. Nelson thanked the City Council for serving the City of Mansfield.

COUNCIL ANNOUNCEMENTS

Mayor Pro Tem Short had no announcements.

Council Member Leyman announced he went to Kennedale to vote as there was a long wait time at the Mansfield Tarrant County Subcourthouse.

Council Member Newsom stated the Tarrant County Small Business Assistance Program initiated their second round of funding and encouraged local business owners to take advantage of the program.

Council Member Moore addressed the long wait times during early voting, stated there will be an additional voting location the last two days of early voting, there will be multiple voting locations on Election Day, and encouraged voters not to wait until the

last day of early voting or Election Day to vote. He complimented the candidates who are standing in line, talking to and engaging the voters, and noted there is a strong sense of camaraderie among the candidates.

Council Member Broseh had no announcements.

Council Member Lewis congratulated Joe Smolinski and the Code Compliance Department for the awards presented to them. He stated there was a subcommittee assembled at the Texas House of Representatives to discuss aggregate regulations for items such as concrete batch plants, and asked staff to submit Council's support to the subcommittee.

Mayor Cook had no announcements.

SUB-COMMITTEE REPORTS

Revitalization of Historic Downtown Mansfield Sub-Committee Meeting of October 19, 2020
Report (Brent Newsom, Chair; David Cook; Casey Lewis)

Chairman Newsom provided a brief update.

20-3836

Minutes - Approval of the October 19, 2020 Revitalization of Historic Downtown Mansfield Sub-Committee Meeting Minutes (vote will be only by the members of the sub-committee) (Newsom, Cook, Lewis)

A motion was made by Council Member Newsom to approve the minutes of the October 19, 2020 Revitalization of Historic Downtown Mansfield Sub-Committee Meeting as presented. Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 3 - Brent Newsom; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Non-Voting: 4 - Larry Broseh; Terry Moore; Julie Short and Mike Leyman

Public Memorials Sub-Committee Meeting of October 20, 2020 Report (Terry Moore, Chair; Mike Leyman; Larry Broseh)

Chairman Moore provided a brief update.

20-3837

Minutes - Approval of the October 20, 2020 Public Memorials Sub-Committee Meeting Minutes (vote will be only by the members of the sub-committee) (Moore, Leyman, Broseh)

A motion was made by Council Member Moore to approve the minutes of the Public Memorials Sub-Committee Meeting as presented. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 3 - Larry Broseh; Terry Moore and Mike Leyman

Nay: 0

Abstain: 0

Non-Voting: 4 - Brent Newsom; Julie Short; Casey Lewis and David Cook

STAFF COMMENTS

City Manager Report or Authorized Representative

Current/Future Agenda Items

Joe Smolinski thanked Council for their support of City programs through the budget approval process every year.

Music Alley Event Update

Parks and Recreation Marketing and Communications Manager Ann Beck provided an update regarding the Music Alley Event.

Salute to Mansfield Veterans Update

Director of Communications and Marketing Belinda Willis provided an update regarding the City's efforts to recognize Mansfield veterans.

Hometown Holidays Event Update

Ann Beck provided an update regarding the Hometown Holidays Event.

Citizen Satisfaction Survey Update

Joe Smolinski provided a brief update regarding the Citizen Satisfaction Survey.

TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

A motion was made by Mayor Pro Tem Short to appoint Annette Hamill to the Historic Preservation Advisory Board to serve a one year term. Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

CONSENT AGENDA

[20-3778](#)

Ordinance - Third and Final Reading of an Ordinance Amending Sections 5100.E.7, 5100.F.19, 6100.D.8 and 6400.D.8 of the Zoning Ordinance to Revise the Submittal Requirements for Applications for Concept Plans, Planned Developments, Specific Use Permits and Industrial Use Permits (OA#20-002)

Susana Marin read the caption into the record.

A motion was made by Council Member Newsom to approve the following resolution:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AS HERETOFORE AMENDED BY AMENDING SECTIONS 5100.E.7, 5100.F.9, 6100.D.8 AND 6400.D.8 OF SAID ORDINANCE TO REVISE THE SUBMITTAL REQUIREMENTS FOR APPLICATIONS FOR CONCEPT PLANS, PLANNED DEVELOPMENTS, SPECIFIC USE PERMITS AND INDUSTRIAL USE PERMITS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: OR-2189-20

[20-3780](#)

Ordinance - Third and Final Reading of an Ordinance Approving a Request to Abandon Certain Utility Easements and Drainage Easements Relating to the M3 Ranch Addition

Susana Marin read the caption into the record.

A motion was made by Council Member Newsom to approve the following ordinance:

AN ORDINANCE VACATING AND ABANDONING CERTAIN UTILITY EASEMENTS AND DRAINAGE EASEMENTS RELATING TO THE M3 RANCH ADDITION; DECLARING THAT SUCH PROPERTY IS UNNECESSARY FOR USE BY THE PUBLIC; AUTHORIZING THE MAYOR OF THE CITY OF MANSFIELD, TEXAS, TO EXECUTE QUITCLAIM DEEDS RELEASING PUBLIC OWNERSHIP INTEREST OR CONTROL OF SAID EASEMENTS; AND PROVIDING FOR AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: OR-2190-20

[20-3797](#)

Ordinance - Third and Final Reading of an Ordinance of the City of Mansfield, Texas Amending Chapter 111 "Peddlers and Solicitors" of the City of Mansfield, Texas, Code of Ordinances by; Amending Section 111.22 "Time Restrictions"

Susana Marin read the caption into the record.

A motion was made by Council Member Newsom to approve the following ordinance:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AMENDING CHAPTER 111, "PEDDLERS AND SOLICITORS," OF THE CODE OF MANSFIELD, TEXAS BY AMENDING SECTION 111.22, "TIME RESTRICTIONS," ALLOWING COMMERCIAL HOME SOLICITATION AND HANDBILL DISTRIBUTION ON CERTAIN HOLIDAYS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: OR-2191-20

[20-3824](#)

Minutes - Approval of the October 12, 2020 Regular City Council Meeting Minutes

A motion was made by Council Member Newsom to approve the minutes of the October 12, 2020 Regular City Council Meeting as presented. Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

ITEMS TO BE REMOVED FROM THE CONSENT AGENDA

[20-3768](#)

Ordinance - Third and Final Reading of an Ordinance Approving a Change of Zoning from SF-7.5/12 Single-Family Residential District to PD Planned Development District for Single-family Residential and Accessory Dwelling Uses on Approximately 0.258 Acres Known as a Portion of Lot 1, Block 29, Original Town of Mansfield, Located at 106 S.

2nd Ave.; Sheri Bumgardner of SSB Designs, Inc. on behalf of Janell Pendergast and Brian Clettenberg (ZC#20-012)

Council Member Leyman removed this item from the consent agenda. Susana Marin read the caption into the record. Director of Planning Matt Jones answered Council questions.

A motion was made by Council Member Leyman to approve the following ordinance:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR SINGLE-FAMILY RESIDENTIAL AND ACCESSORY DWELLING USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Mayor Pro Tem Short. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: OR-2192-20

[20-3777](#)

Ordinance - Public Hearing Continuation and Second Reading of an Ordinance Amending Sections 2200B, 4400.B Table G and 7800.B.38 of the Zoning Ordinance to Create a Body Art & Piercing Studio Use; to Permit Such Use in the I-1 and I-2 Zoning Districts; to Require a Specific Use Permit in C-2 and C-3 Zoning Districts; and to Establish Separation Criteria from Such Use from Certain Other Land Uses (OA#20-001)

Council Member Lewis removed this item from the consent agenda. Susana Marin read the caption into the record. Matt Jones and City Attorney Allen Taylor answered Council questions.

A motion was made by Mayor Pro Tem Short to approve the following ordinance:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AS HERETOFORE AMENDED BY AMENDING SECTIONS 2200B, 4400.B TABLE G AND 7800.B.38 OF SAID ORDINANCE TO CREATE A BODY ART & PIERCING STUDIO USE; TO PERMIT SUCH USE IN THE PD ZONING DISTRICT; AND TO ESTABLISH SEPARATION CRITERIA FROM SUCH USE FROM CERTAIN OTHER LAND USES; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT

TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 6 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and David Cook

Nay: 1 - Casey Lewis

Abstain: 0

Enactment No: OR-2193-20

20-3801

Ordinance - Second Reading of an Ordinance Amending Title XV of the Mansfield Code of Ordinances, "Land Usage" to provide regulations for Vacant Buildings and Properties (OA#20-003)

Council Member Lewis removed this item from the consent agenda. Matt Jones answered Council questions.

A motion was made by Council Member Moore to approve the second reading of "AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING TITLE XV OF THE MANSFIELD CODE OF ORDINANCES, "LAND USAGE," PERTAINING TO REGULATIONS FOR VACANT BUILDINGS AND PROPERTIES; PROVIDING THAT THIS ORDINANCE BE CUMULATIVE OF ALL OTHER ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE." Seconded by Council Member Broseh. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

20-3802

Ordinance - Second Reading of an Ordinance Amending Title VII of the Mansfield Code of Ordinances, "Traffic Code" to Provide Regulations for Historic Downtown No Parking Zones (OA#20-004)

Council Member Lewis removed this item from the consent agenda. Police Chief Tracy Aaron answered Council questions.

A motion was made by Council Member Leyman to approve the second reading of "AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING CHAPTER 72 OF THE MANSFIELD CODE OF ORDINANCES, "STOPPING, STANDING AND PARKING," BY AMENDING SECTION 72.18 AND ADDING NEW SECTIONS 72.22 THROUGH 72.23, TO ESTABLISH REGULATIONS RELATED TO PARKING IN THE DOWNTOWN AREA AND PARKING DURING SPECIAL EVENTS; PROVIDING THAT THIS ORDINANCE BE CUMULATIVE OF ALL OTHER

ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE." Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

END OF CONSENT AGENDA

OLD BUSINESS

20-3775

Ordinance - Third and Final Reading of an Ordinance Approving a Zoning Change from SF-7.5/12, Single-Family Residential District to PD, Planned Development District for Multi-family Residential Uses on Approximately 0.535 Acres Located at 505 W. Kimball Street; Ben Hartman, Owner/Developer (ZC#20-013)

A motion was made by Council Member Lewis to table this agenda item until such time that the applicant requests to place this item back on the agenda. Seconded by Mayor Pro Tem Short. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

20-3834

Resolution - A Resolution to Adopt the 2020 Parks, Recreation, Open Space and Trails Master Plan

Director of Parks and Recreation Matt Young made a brief presentation.

A motion was made by Council Member Newsom to approve the following resolution:

A RESOLUTION TO ADOPT THE 2020 PARKS, RECREATION, OPEN SPACE AND TRAILS MASTER PLAN

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: RE-3703-20

PUBLIC HEARING AND RESOLUTION

[20-3826](#)

Resolution - Public Hearing on a Resolution Approving the Fiscal Year 2020/2021 Services and Assessment Plan for the South Pointe Public Improvement District ("PID"); Providing a Severability Clause; and Providing an Effective Date

Deputy City Manager Peter Phillis made brief comments. Neighborhood Management representative Audrey Beard made brief comments. Mayor Cook opened the public hearing at 9:55 p.m. With no one wishing to speak, Mayor Cook closed the public hearing at 9:55 p.m.

A motion was made by Council Member Moore to approve the following resolution:

A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS APPROVING THE FISCAL YEAR 2020/2021 SERVICES AND ASSESSMENT PLAN FOR THE SOUTH POINTE PUBLIC IMPROVEMENT DISTRICT ("PID"); PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Brose; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: RE-3704-20

PUBLIC HEARING AND FIRST READING

[20-3767](#)

Ordinance - Public Hearing and First Reading of an Ordinance Approving a Change of Zoning from C-2 Community Business District to PD Planned Development District for Single-Family Residential Attached Townhome Uses on Approximately 12.638 Acres out of the M. Rockerfellow Survey, Abstract No. 1267, Tarrant County, TX, Located at 1675 N. Main St.; Brian Cotter of Cotter Associates, LLC on Behalf of Adlai Pennington of MKP Associates, Inc. (Developer) and Randy Hague of Valdar Properties #4, LLC (Owner) (ZC#20-009)

Susana Marin read the caption into the record. Matt Jones made a brief presentation and answered Council questions. Cotter Associates, LLC representative Brian Cotter made a brief presentation and answered Council questions. MKP Associates, Inc. representative Adlai Pennington answered Council questions. Mayor Cook opened the public hearing at 10:46 p.m. The following people spoke:

Donna Timmons - 1314 Ivy Creek Drive - Opposed
Charles Norton - 1404 Ivy Creek Drive - Opposed

With no others wishing to speak, Mayor Cook continued the public hearing through second reading at 10:56 p.m.

A motion was made by Council Member Lewis to approve the first reading of "AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR SINGLE-FAMILY RESIDENTIAL ATTACHED TOWNHOME USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE," to include the three comments from the staff report in reference to the Lot 1x Block A, the upper portion of the right side elevation enhanced with windows and the documentation for the gas pipeline, the western boundary at 8 foot cedar fence being one fence and replacing the existing fence of the existing homeowners, as well as the provisions of the owner-occupied townhomes from the south Main PD that was passed last year. Seconded by Council Member Broseh. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

ADJOURN

A motion was made by Council Member Newsom to adjourn the meeting at 11:00 p.m. Seconded by Council Member Broseh. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

ATTEST: David L. Cook, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3865

Agenda Date: 11/9/2020

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the October 19, 2020 Special City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the October 19, 2020 Special City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

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

Meeting Minutes - Draft

City Council

Monday, October 19, 2020

5:00 PM

Council Chambers

SPECIAL MEETING

5:00 P.M. - CALL MEETING TO ORDER

Mayor Cook called the meeting to order at 5:02 p.m.

Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.

Present 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

RECESS INTO EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 5:03 p.m. Mayor Cook called the executive session to order in the Council Conference Room at 5:06 p.m. Mayor Cook adjourned executive session at 7:09 p.m.

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

Seek Advice of City Attorney Regarding Legal Issues Related to Insurance Programs and Claims

Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072

Personnel Matters Pursuant to Section 551.074

Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087

IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION

Mayor Cook reconvened into regular business session at 7:15 p.m.

INVOCATION

Mayor Pro Tem Short gave the Invocation.

PLEDGE OF ALLEGIANCE

Council Member Moore led the Pledge of Allegiance.

TEXAS PLEDGE

Council Member Newsom led the Texas Pledge.

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

CITIZEN COMMENTS**COUNCIL ANNOUNCEMENTS**

Council Member Leyman had no announcements.

Mayor Pro Tem Short had no announcements.

Council Member Newsom had no announcements.

Council Member Moore expressed his appreciation for staff on the Music Alley event. He stated that it was a lot of fun.

Council Member Broseh had no announcements.

Council Member Lewis had no announcements.

Mayor Cook had no announcements.

STAFF COMMENTS**City Manager Report or Authorized Representative****Current/Future Agenda Items**

City Manager Joe Smolinski gave an update on the Veterans Day recognition project of which there are 257 registered veterans so far. A slide show of veterans and their branch of service will be played on the Shops at Broad marquee beginning Nov. 1 and will run through Nov. 10.

Mr. Smolinski then briefed Council that the updated policies for employee accruals and insurance plans are almost complete with there being more choices for staff. Mr. Smolinski indicated that staff would be informed of the options by the end of the month.

TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

No action was taken by the Council.

OLD BUSINESS**[20-3830](#)**

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, to Consider Awarding the Contractor for Bid No. 2020-41-01-01 for the Construction of the Man House Information Center and Restroom Building to JM Construction Solutions in the Amount of \$560,675.71

A motion was made by Council Member Moore to approve the following resolution:

A RESOLUTION AWARDING THE CONTRACT FOR BID NO. 2020-41-01-01 FOR CONSTRUCTION OF THE MAN HOUSE INFORMATION CENTER AND RESTROOM BUILDING TO JM CONSTRUCTION SOLUTIONS OF DALLAS, TEXAS IN THE AMOUNT OF \$560,675.71

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: RE-3700-20

NEW BUSINESS**[20-3827](#)**

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Authorizing the Execution of an Agreement and Contract with USI Southwest, Inc. (USI) as the Insurance Brokers for the City of Mansfield

A motion was made by Council Member Lewis to approve the following resolution subject to review by the City Attorney and stipulating that the City of Mansfield's total cost will be \$125,000 and that any commissions payable to USI will be paid by the carriers and have no impact on the dollars paid by the City of Mansfield:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, AUTHORIZING THE EXECUTION OF AN AGREEMENT AND CONTRACT WITH USI SOUTHWEST, INC. (USI) AS THE INSURANCE BROKERS FOR THE CITY OF MANSFIELD

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Moore. The motion CARRIED by the following

vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: RE-3701-20

[20-3828](#)

Discussion and Possible Action Regarding Employee Insurance Program for 2021

Joe Smolinski discussed that a plan is in place that is fair, equitable, and sustainable.

A motion was made by Council Member Lewis to approve this agenda item based upon three options presented in executive session with details being provided to employees prior to Open Enrollment on November 8, 2020.

Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

[20-3831](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, to Consider Awarding a Contract to Midwest Wrecking Company of Texas Inc., of Fort Worth, Texas, in the amount of \$147,698.00 for Site Demolition at 651 Justice Lane

A motion was made by Council Member Leyman to approve the following resolution:

RESOLUTION TO CONSIDER AWARDING A CONTRACT TO MIDWEST WRECKING COMPANY OF TEXAS, INC. OF FORT WORTH, TEXAS IN THE AMOUNT OF \$147,698.00 FOR SITE DEMOLITION AT 651 JUSTICE LANE

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Broseh. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

Enactment No: RE-3702-20

ADJOURN

A motion was made by Council Member Newsom to adjourn the meeting at

7:26 p.m. Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

Nay: 0

Abstain: 0

ATTEST: David L. Cook, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3767

Agenda Date: 11/9/2020

Version: 2

Status: Third and Final Reading

In Control: City Council

File Type: Ordinance

Agenda Number:

Title

Ordinance - Public Hearing Continuation and Second Reading of an Ordinance Approving a Change of Zoning from C-2 Community Business District to PD Planned Development District for Single-Family Residential Attached Townhome Uses on Approximately 12.638 Acres out of the M. Rockerfellow Survey, Abstract No. 1267, Tarrant County, TX, Located at 1675 N. Main St.; Brian Cotter of Cotter Associates, LLC on Behalf of Adlai Pennington of MKP Associates, Inc. (Developer) and Randy Hague of Valdar Properties #4, LLC (Owner) (ZC#20-009)

Requested Action

To consider the subject zoning change request.

Recommendation:

The Planning & Zoning Commission held a public hearing on September 8, 2020 and voted 5-1 (Vice-Chairman Axen voting no) to table consideration until September 21, 2020 to allow the applicant time to address the outstanding staff comments and to revise the plans to provide for some alley-loaded garages.

The Planning & Zoning Commission continued the public hearing to September 21, 2020 and voted 5-1 (Vice Chairman Axen voting no) to table consideration until October 5, 2020 to allow the applicant more time to work with staff to make changes to the plans. The changes to the plans included converting the homes along the west and south sides of the property to alley-loaded homes in order to reduce monotony and enhance the community design aesthetics, which necessitated the removal of the 20' landscape buffers and several existing trees, as well as the removal of the connection to Hidden Creek Drive and the conversion of the development to gated access.

The Planning & Zoning Commission continued the public hearing to October 5, 2020. Two neighboring residents spoke, expressing concerns regarding privacy, drainage, tree loss (as it relates to habitat for wildlife, as well as shade), the long-term maintenance of HOA improvements, the possible rental of the townhomes, estimated time of completion, construction hours, price ranges of the townhomes, property values, noise, crime, lighting, traffic, on-street parking, and the close proximity of the alleys to the single-family homes. There was also discussion regarding home sizes, HOA fees, expected new home prices, increasing the height of the fence and possible design modifications, the water main easement along the south property line and whether new tree plantings would impact it, sidewalks, trash service, school bus access, long-term plans for North Main Street, road design standards, and architecture.

A motion to recommend approval was made, which failed by a vote of 3-3-1 (Chariman Knight, Vice Chairman Axen, and Commissioner Mainer voting no; Commissioner Goodwin abstaining). The motion included the condition that all staff comments be addressed and that an 8' board-on-board, cedar wood fence with cap be provided along the north, west, and south property lines. The applicant has made changes to the plans that address the outstanding staff comments and the condition in the P&Z motion and also increased the minimum residential floor area to 1,800 sq. ft. and provided standards for individual back and side yard fencing.

Description/History

Existing Use: Vacant land

Existing Zoning: C-2, Community Business District

Surrounding Land Use & Zoning:

North - Single-family residential, SF-6/12

South - Manufactured housing (MH)

East - N. Main St.; vacant land (C-2) and manufactured housing (MH) across the street

West - Single-family residential, PD

Thoroughfare Plan Specification:

N. Main St. - major arterial (four-lane divided)

Comments and Considerations

The subject property consists of 12.638 acres of vacant land. The applicant is requesting to rezone the property from C-2 Community Business District to PD Planned Development District for single-family residential attached townhome uses.

Development Plan and Regulations

The applicant plans to develop a residential neighborhood called The Charleston, containing 75 townhomes. Each residence will be on a separate lot and the units will be spread amongst 21 buildings, including a mix of 2, 3, and 4-unit buildings. 45 of the units will be alley-loaded and 30 of the units will be front-loaded. A gas pipeline runs diagonally through the southern portion of the development and will require a curved street crossing to access 17 of the homes located south of the easement. The development will have a gross density of 5.93 dwelling units per acre and will have the following minimum standards:

Minimum Lot Area: 2,660 sq. ft.

Minimum Lot Width: 28'

Minimum Lot Depth: 95'

Minimum Front Yard: 10'; Front Porch Setback: 8' minimum

Minimum Rear Yard: 20'

Minimum Side Yard Between Building Breaks: 5' on one lot, 10' on the other lot

Minimum Side Yard Abutting Street: 10'

Minimum Side Yard in all other areas: 5'

Minimum Floor Area: 1,800 sq. ft. residence plus 2-car garage
Maximum Height: 35'

The standards specify a minimum roof pitch of 8:12, with the exception that dormers may have a minimum roof pitch of 4:12. The development will adhere to the architectural and community design standards applicable to townhomes as specified in Section 4600 of the Zoning Ordinance, with the exception of subsections D.2 (well-defined and proportional front entries), D.9 (variation in facades within every 10 houses), D.14 (J-swing requirements), and D.17 (reduced setbacks for J-swing garages).

Access and Circulation

The development will be primarily served by a single access point at Homeplace Drive and North Main Street (Business U.S. 287), with a secondary emergency access point at Homeplace Circle and North Main Street. Access into the development will be gated. The homes on the east and north sides of Homeplace Circle (that back up to Main and the retention ponds) will include front-loaded garages, while the homes on the west and south sides of Homeplace Circle will include rear-loaded garages with alleys. Due to the gated design, the development will not include a street connection to Hidden Creek Drive. The development will include sidewalks adjacent to the interior streets, with direct access connections to the amenities.

Enhanced Entryway Plan

Homeplace Drive will serve as the development's primary entrance and will include the enhanced entryway features. As indicated in the Enhanced Entryway Plan, the developer will be providing five enhanced entry features as required by the Zoning Ordinance. The five proposed elements are a boulevard section with median, enhanced pavers or stained concrete (stamped patterned colored concrete), decorative street lighting, enhanced architectural features (enhanced screening wall with signage and 8' architectural columns), and enhanced landscaping features (shrubs, ground cover, and ornamental trees).

Landscaping, Screening, and Amenities

Due to the dimensional site constraints and the inclusion of alley-loaded homes as requested by staff, there will not be landscape buffers on the north, west, and south sides of the property. However, the development will provide a 20' landscape setback along North Main Street, which will include a mix of oak, elm, and evergreen trees; evergreen trees will also be planted along the north side of the property. 38 oak trees will be removed from the west side of the property, while 17 oak trees near the pickle ball court in the southwest corner of the property will be preserved. Crepe myrtle and desert willow ornamental trees will be planted along the neighborhood streets in front of the units, with oak, elm, and evergreen trees interspersed in select spaces, such as in the open space areas, along the entrance drive, and in front of the homes that face the main entrance. Oak trees and evergreen ornamental trees will also be provided in the rear of lots along the west side of the property and desert willow and crepe myrtle trees will be provided in the rear of lots along the south side of the property.

An 8' cedar fence with cap and galvanized posts will be provided on the north, west, and

south property lines adjacent to the single-family and manufactured home developments. In addition, along North Main Street, a 6' masonry wall will be provided adjacent to the residential lots and a 6' ornamental iron fence will be provided adjacent to the open space lots. Any side and back yard fencing on the individual lots shall be a maximum height of 6' and shall be an ornamental iron design in the same style as the perimeter ornamental fencing. The two retention ponds on the east side of the development will be enhanced with fountains. Additional neighborhood amenities include a gazebo with fireplace and grill, and a pickle ball court; the court will not include lighting in order to reduce impact to nearby properties.

Elevations

The applicant has provided elevations for the proposed units, which include predominantly brick and stone architecture and a pitched roof design (predominantly 8:12). The front elevations appear to be well articulated, with numerous façade recesses and projections, roof variations, windows, materials changes, and some covered entryways and porch-like features. The side elevations include a mix of brick and siding and several windows. Staff recommends that the provided right elevation be revised to include some additional windows or other enhancement to break up the plane of the upper portion of the elevation.

Summary

The proposed development will provide for an infill development including attached single-family (townhome) uses. While the Land Use Plan recommends a density of 3 units or less, it also encourages cluster development that protects open space and preserves trees, which this development achieves. In addition, the City's housing stock currently includes very few townhomes and this development will provide for this type of housing. Furthermore, the density is fairly compatible with and serves as a good transitional buffer between the SF-6/12 densities to the north and west and the manufactured home uses to the south and east. The landscaping, ponds, neighborhood amenities, and entryway features will add value and interest to the development, while screening helps to reduce any impacts to surrounding properties.

While staff would have preferred the preservation of more trees and the connection to Hidden Creek Drive, staff understands the site is constrained and that in order to achieve a mix of front-loaded and alley-loaded garages to enhance the architectural aesthetics and reduce monotony, some elements needed to be compromised in order to achieve a desirable development layout. Staff recommends that any action by City Council be conditioned on the following items being addressed:

1. Lot 1X, Block A (the private street and alley system) is re-numbered as Lot 1, Block A in accordance with the City's standards for subdivisions with private streets.
2. The upper portion of the right side elevation is enhanced with windows or other elements to break up this portion of the plane.
3. Documentation is provided from the gas pipeline operator consenting to the street crossing as shown.

2nd Reading:

The City Council held a public hearing and first reading on October 26, 2020 and voted 7-0 to approve with the condition that:

1. Lot 1X, Block A (the private street and alley system) is re-numbered as Lot 1, Block A in accordance with the City's standards for subdivisions with private streets.
2. The upper portion of the right side elevation is enhanced with windows or other elements to break up this portion of the plane.
3. Documentation is provided from the gas pipeline operator consenting to the street crossing as shown.
4. The developer work with adjacent property owners to replace any existing fences with the 8' board-on-board cedar fence wherever possible.
5. Provisions restricting the ownership of multiple units by the same entity and limiting the duration of rental periods shall be incorporated into the planned development zoning requirements; these requirements shall also be incorporated into the neighborhood covenants and shall include a requirement that these provisions cannot be amended without City Council approval.

Two neighboring residents spoke, expressing concerns regarding privacy, drainage, erosion, tree loss (as it relates to habitat for wildlife, as well as shade and oxygen), pollution, traffic, property values, and the close proximity of the alleys to the single-family homes.

There was also discussion about landscaping, irrigation, screening, architecture, driveway enhancements, amenities, rentals, security, possible reconfiguration of the development to achieve more rear-loaded units, and drainage. In order to address the conditions of approval as well as several requests made by members of City Council, the following changes have been made to the plans:

- The private street and alley system has been re-numbered as Lot 1, Block A.
- References to Hidden Creek Drive have been removed from the Development Standards and typos were corrected.
- A note was added requiring cameras at the entrances to the development.
- A note was added requiring that amenities be completed before any homes are permitted.
- A note was added requiring all A/C units to be screened from public view.
- A note was added requiring all home driveways to have either a salt or aggregate finish.
- A note was added requiring all roofs to be enhanced (GAF Timberline or equivalent).
- A note was added requiring all landscape areas (including landscape buffers, setback areas, open space lots, and front yards) to be irrigated.
- A note was added requiring all irrigation of open space lots to be maintained by the HOA.
- A note was added limiting rentals to terms of not less than four (4) months and no more than six (6) months unless approved by the HOA Board in writing; the HOA Board may not approve any extension that would cause the aggregate term of the lease to exceed twelve (12) months; no subleasing or overnight/short-term rentals shall be allowed.
- A note was added to the Enhanced Entryway and Screening Plan requiring that the

developer attempt to work with the adjacent property owners to replace any existing fences with the 8' board-on-board cedar fence; if any request to replace the fencing is denied, the 8' fence will be installed on the development's property line.

- A note was added to the Landscape Plan requiring the trees in rear yards adjacent to the alleys along the west and south boundary lines to be evergreen; the plantings list has also been revised.
- A note was added to the Elevations requiring building materials, color, and roof lines to vary between buildings to provide differentiation in architecture and avoid repetitive front facades.
- A note was added to the right side elevation requiring it to be enhanced with additional windows or other elements to break up the façade prior to permitting.

The following requested items were not included in the revisions:

- A request to limit ownership of the units to no more than one unit per owner or entity was not included. In addition, it was not specified that amending these restrictions would require City Council approval. Furthermore, the section of the Covenants pertaining to restrictions on rentals was not provided.
- A request to modify more of the units to alley-served was not included. The applicant has indicated they would lose additional lots and have to install more pavement in order to achieve this, which would make the development unfeasible to pursue.
- A request to require lighting for the pickle ball court was not included due to the potential negative impact of night time activity and lighting in close proximity to existing and proposed homes.
- A request to change the front yard / street trees from ornamental trees to canopy trees was not included as the applicant believes the planting area is too narrow and the larger roots of canopy trees would cause foundation damage to the homes.

Staff notes that canopy trees can thrive in narrow planting areas without causing damage to building foundations if the trees are planted properly and the right species is chosen.

The applicant has indicated they have been working with the gas pipeline operator regarding the crossing of the easement and that the operator will not be able to issue approval until review of the final construction plans, which will be provided at the time of platting.

Staff recommends that any Council action is conditioned on the following items being addressed:

1. The front yard / street trees be changed from ornamental trees to canopy trees; the applicant shall choose a species that is suitable for narrower planting areas and unlikely to cause foundation damage to homes.
2. At the time of platting, documentation is provided from the gas pipeline operator consenting to the street crossing as shown.

Prepared By

Andrew Bogda, Planner
817-276-4287

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR SINGLE-FAMILY RESIDENTIAL ATTACHED TOWNHOME USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Mansfield, Texas, in compliance with the laws of the State of Texas with reference to the amendment of the Comprehensive Zoning Ordinance, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing opportunity to all property owners generally and to owners of the affected properties, the governing body of the City is of the opinion and finds that the Comprehensive Zoning Ordinance and Map should be amended;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS:

SECTION 1.

That the Comprehensive Zoning Ordinance of the City of Mansfield, Texas, be, and the same is hereby, amended by amending the Zoning Map of the City of Mansfield, to give the hereinafter described property a new zoning district classification of PD, Planned Development; said property being described in Exhibit "A" attached hereto and made a part hereof for all purposes.

SECTION 2.

That the use and development of the hereinabove described property shall be in accordance with the development plan shown on Exhibits "B – E" attached hereto and made a part hereof for all purposes.

SECTION 3.

That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4.

That the above described properties shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City, as amended herein by the granting of this zoning classification.

SECTION 5.

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6.

Any person, firm or corporation violating any of the provisions of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Mansfield, Texas, shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7.

This ordinance shall take effect immediately from and after its passage on third and final reading and the publication of the caption, as the law and charter in such cases provide.

First reading approved on the _____ day of _____, 2020.

Second reading approved on the _____ day of _____, 2020.

DULY PASSED on the third and final reading by the City Council of the City of Mansfield, Texas, this _____ day of _____, 2020.

David L. Cook, Mayor

ATTEST: _____
Susana Marin, City Secretary

APPROVED AS TO FORM AND LEGALITY:

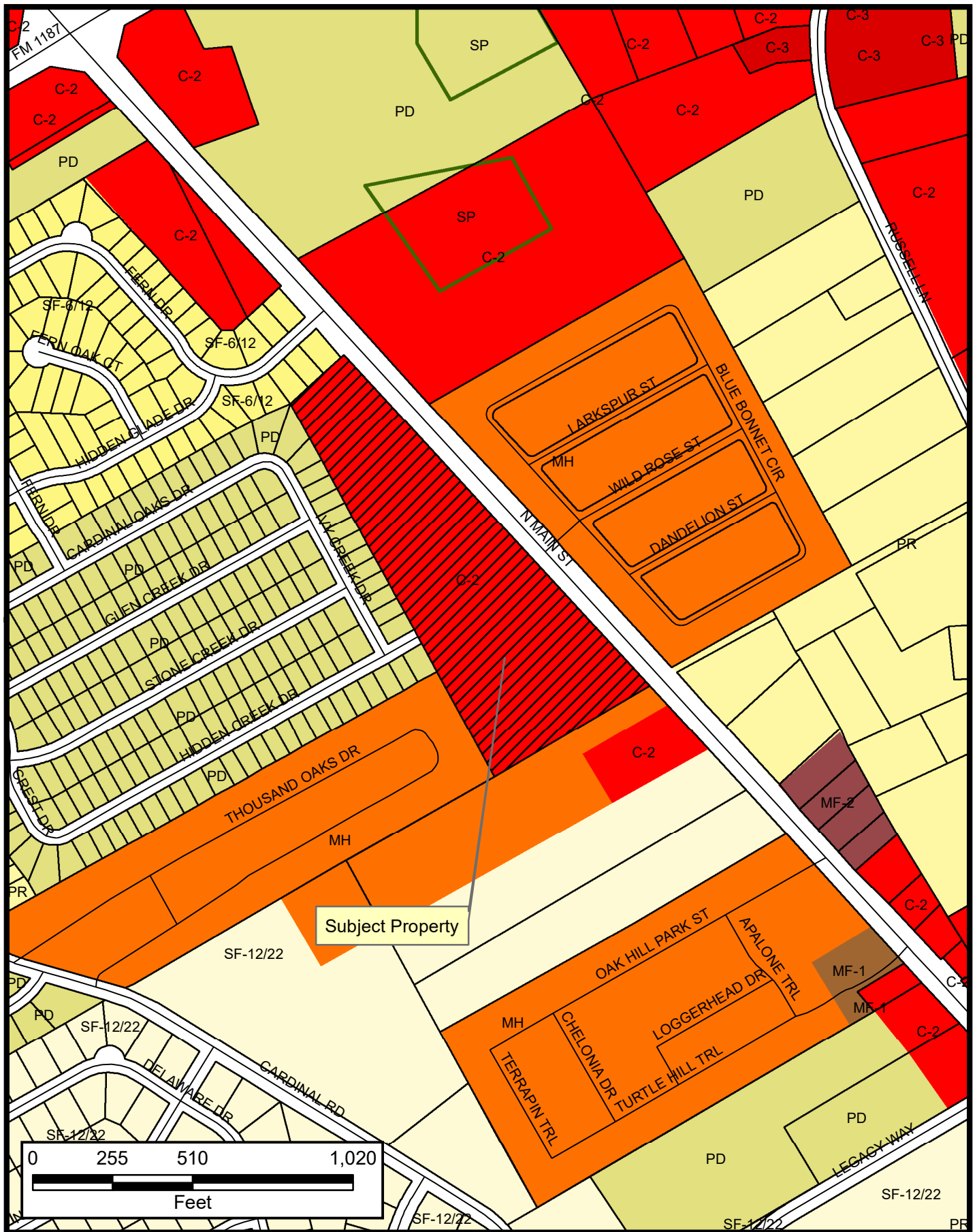
Allen Taylor, City Attorney



This information is for illustrative purposes only. Not for design or development purposes. Site-specific studies may be required to obtain accurate feature locations. Every effort is made to ensure the information displayed here is accurate; however, the City of Mansfield makes no claims to its accuracy or completeness.

ZC#20-009

8/27/2020



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ZC#20-009

8/27/2020

Property Owner Notification for ZC#20-009

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
BEST MAID ADDITION	BLK 1	DALTON'S BEST MAID PRODUCTS INC	PO BOX 1809	FORT WORTH, TX	76101-1809
CARDINAL OAKS	BLK 3	TAH 2017-1 BORROWER LLC	PO BOX 15087	SANTA ANA, CA	92735-0087
CARDINAL OAKS	BLK 3	METROPLEX RENTALS-II LLC	121 N CREEKWOOD DR	MANSFIELD, TX	76063-5425
CARDINAL OAKS	BLK 3	EVANS, ROBERT & VIRGINIA	1101 HIDDEN CREEK DR	MANSFIELD, TX	76063-6212
CARDINAL OAKS	BLK 3	STEELE, JOSH & BRENDA	1103 HIDDEN CREEK DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 4	ONEAL, KEITH	1101 CARDINAL OAKS DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 4	BRANSON, DARRELL JR & BEVER	1100 GLEN CREEK DR	MANSFIELD, TX	76063-6204
CARDINAL OAKS	BLK 5	WITTE, JUSTIN & MICHELLE	1101 GLEN CREEK DR	MANSFIELD, TX	76063-6207
CARDINAL OAKS	BLK 5	SAFARI ONE ASSET COMPANY	5001 PLAZA ON THE LAKE SUITE 2	AUSTIN, TX	78746
CARDINAL OAKS	BLK 6	DE LA CRUZ, CARLOS VEGA, SOCORRO M	1100 CARDINAL OAKS DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	BURK, BRIAN K	1408 IVY CREEK DR	MANSFIELD, TX	76063-6225
CARDINAL OAKS	BLK 6	FLORES BONILLA, JUAN M	1102 CARDINAL OAKS DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	CERBERUS SFR HOLDINGS LP	1850 PARKWAY PL SUITE 900	MARIETTA, GA	30067
CARDINAL OAKS	BLK 6	NORTON, CHARLES	1404 IVY CREEK DR	MANSFIELD, TX	76063-6225
CARDINAL OAKS	BLK 6	MAN #1 LLC SERIES A	PO BOX 2016	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	SMTIH, CHRISTIAN	1400 IVY CREEK DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	PROGRESS RESIDENTIAL BORROWER I LLC	PO BOX 4090	SCOTTSDALE, AZ	85261
CARDINAL OAKS	BLK 6	TIMMONS, DONNA J	1314 IVY CREEK DR	MANSFIELD, TX	76063-6224
CARDINAL OAKS	BLK 6	HORTON, JAMES E	1312 IVY CREEK DR	MANSFIELD, TX	76063-6224

Property Owner Notification for ZC#20-009

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
CARDINAL OAKS	BLK 6	NEWMAN, EUGENE R & KAREN S	1310 IVY CREEK DR	MANSFIELD, TX	76063-6224
CARDINAL OAKS	BLK 6	GUERRA, AMADOR MARTINEZ	1308 IVY CREEK DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	JONES, BOBBY DON	1306 IVY CREEK DR	MANSFIELD, TX	76063-6224
CARDINAL OAKS	BLK 6	KHAN, GHYAS UDDIN	1304 IVY CREEK DR	MANSFIELD, TX	76063-6224
CARDINAL OAKS	BLK 6	PIXLER, MARCUS ESPINOZA, GABRIELLA	1302 IVY CREEK DR	MANSFIELD, TX	76063
CARDINAL OAKS	BLK 6	MEEK, WILLIAM M	1300 IVY CREEK DR	MANSFIELD, TX	76063-6224
CARDINAL OAKS	BLK 7	BOFFARDI, LOUIS J III	1101 STONE CREEK DR	MANSFIELD, TX	76063-6240
CARDINAL OAKS	BLK 7	WINSTON, RICHARD E & CHRIS	1100 HIDDEN CREEK DR	MANSFIELD, TX	76063-6209
FERN OAK ADDITION	BLK 1	JOVIC, MARINKO & RUZICA	1000 FERN DR	MANSFIELD, TX	76063-6268
FERN OAK ADDITION	BLK 1	VELAZQUEZ, MARLO	1002 FERN DR	MANSFIELD, TX	76063
FERN OAK ADDITION	BLK 1	KAIR, MICHAEL	1004 FERN DR	MANSFIELD, TX	76063
FERN OAK ADDITION	BLK 1	BEAUFORD, DANIEL & NATALIE	1006 FERN DR	MANSFIELD, TX	76063-6268
FERN OAK ADDITION	BLK 3	MONIZ, JOSEPH	PO BOX 421	KENNEDALE, TX	76060
FERN OAK ADDITION	BLK 3	GUTIERREZ, DANIEL & MARIA C	1003 FERN DR	MANSFIELD, TX	76063-6269
FERN OAK ADDITION	BLK 3	SHAIKH, SAMIR & RAFIA	2502 MIDDLEFIELD RD	PALO ALTO, CA	94301
FERN OAK ADDITION	BLK 3	BAUSLEY, TRENT A	1007 FERN DR	MANSFIELD, TX	76063
FERN OAK ADDITION	BLK 3	CROMMEDY, BENJAMIN	1009 FERN DR	MANSFIELD, TX	76063-6269
FERN OAK ADDITION	BLK 3	CHOWDHURY, FARHAN S	1101 HIDDEN GLADE DR	MANSFIELD, TX	76063
FERN OAK ADDITION	BLK 3	YOUNG, JAMAAL & JENNIE	1103 HIDDEN GLADE DR	MANSFIELD, TX	76063

Thursday, August 27, 2020

Page 2 of 3

Property Owner Notification for ZC#20-009

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
ROCKERFELLOW ADDITION	BLK 1	SCHROEDEL, JOHN P	1504 N MAIN ST	MANSFIELD, TX	76063-3932
ROCKERFELLOW, MARGARET SURVEY	A 1267	VALDAR PROPERTIES #4 LLC	900 N WALNUT CREEK STE 100 PMB 243	MANSFIELD, TX	76063
ROCKERFELLOW, MARGARET SURVEY	A 1267	THOUSAND OAKS LLC	51 W CENTER ST STE 600	OREM, UT	84057
ROCKERFELLOW, MARGARET SURVEY	A 1267	MASSINGILL, GLADYS	1503 N MAIN ST	MANSFIELD, TX	76063-3963
SILVERLEAF MOBILE HOME PK SUB NO LEGAL LTR 8-06 WRG GRTR		YES COMPANIES #852	5050 S SYRACUSE ST STE 1200	DENVER, CO	80237

PROPERTY DESCRIPTION

BEING a 12.638 acre tract of land in the M. Rockerfellow Survey Abstract #1267 in the City of Mansfield, Tarrant County, Texas, conveyed to Valdar Properties #4, LLC by the deed recorded in Instrument D209146625, O.P.R.T.C.T. and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch iron rod found with a cap "Beasley RPLS 4050 at the northeast corner of Lot 15, Block 6 Cardinal Oaks Addition as shown on the plat recorded in Instrument # D189078565, O.P.R.T.C.T., said iron rod also being an angle point in the south line of Lot 4, Block 3 Fern Oaks Addition as shown on the plat recorded in Instrument # D200176663, O.P.R.T.C.T.;

THENCE North 47 deg. 21 min. 15 sec. East with the common line between the south line of said block 3 Fern Oaks Addition and the north line of the subject tract a distance of 227.65 feet to a 1/2 inch iron rod found with a cap "Beasley RPLS 4050 in the West ROW of N. Main Street (BUS287) with an existing ROW width of 100 feet;

THENCE South 42 deg. 35 min. 48 sec. East with the west ROW line of N. Main (BUS287) a distance of 1,442.78 feet to a 1/2" iron rod set with a cap "RPLS 5544" in the north line of a tract conveyed to Gladys Massingill by the deed recorded in Volume 12735, Page 93, D.R.T.C.T.;

THENCE South 59 deg. 53 min. 10 sec. West with the common line between said Gladys Massingill tract and the south line of the subject tract, a distance of 568.35 feet to a 1/2 inch iron rod found with a cap "Beasley RPLS 4050, said iron rod also being at the southeast corner of a tract of land known as Thousand Oaks Mobil Home Park conveyed to Laura Zamora by the deed recorded in Instrument # MH00795755, O.P.R.T.C.T.;

THENCE North 28 deg. 40 min. 10 sec. West with the common line between the west line of the subject tract and said Thousand Oaks Mobil Home Park and Block 3 and Block 6 of Cardinal Oaks Addition as shown on the plat recorded in Instrument # D189078565, O.P.R.T.C.T., a distance of 1,359.71 feet to 1/2 inch iron rod found with a cap "Beasley RPLS 4050 at the POINT OF BEGINNING and containing 550,493 square feet or 12.638 acres of land more or less.



Matt Powell, RPLS
Registered Professional Land Surveyor
Texas Registration No. 5544

Dated: April 28, 2020



MANDATORY OWNERS ASSOCIATION NOTES:

- 1) A MANDATORY OWNERS ASSOCIATION WILL BE REQUIRED FOR THE MAINTENANCE OF THE "PRIVATE STREETS, ALLEYS, OPEN SPACE, ENTRY FEATURES, WALLS, FENCES, GATES, DETENTION/RETENTION PONDS AND FOUNTAINS".
- 2) THE OWNERS ASSOCIATION AND ASSOCIATED DOCUMENTS SHALL BE FILED IN ACCORDANCE WITH THE CITY OF MANSFIELD POLICIES. THESE DOCUMENTS MUST BE REVIEWED BY THE CITY ATTORNEY PRIOR TO FILING THE FINAL PLAT. THE DOCUMENTS SHALL BE FILED WITH THE FINAL PLAT AT TARRANT COUNTY WHEN DEEMED NECESSARY BY THE ATTORNEY. THE DOCUMENTS SHALL BE SUBMITTED IN A TIMELY MANNER TO ALLOW FOR A MINIMUM OF 60 FOR REVIEW. FAILURE TO SUBMIT THE DOCUMENTS OR INCOMPLETE DOCUMENTS MAY RESULT IN DELAY OF CONSTRUCTION, ACCEPTANCE OF THE SUBDIVISION OR DELAY IN APPROVAL OF A BUILDING PERMIT. THE CITY DOES NOT ACCEPT THE RESPONSIBILITY FOR ANY DELAYS IN CONSTRUCTION, APPROVAL OR ACCEPTANCE OF THE SUBDIVISION CAUSED BY THE FAILURE TO SUBMIT THE ASSOCIATION DOCUMENTS OR THE INACCURACY OF THE DOCUMENTS.

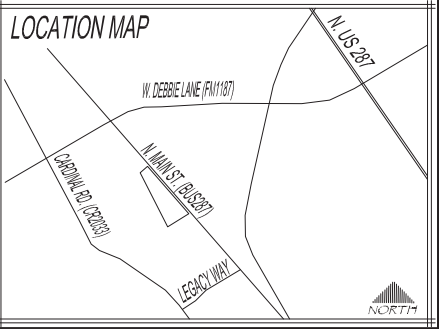
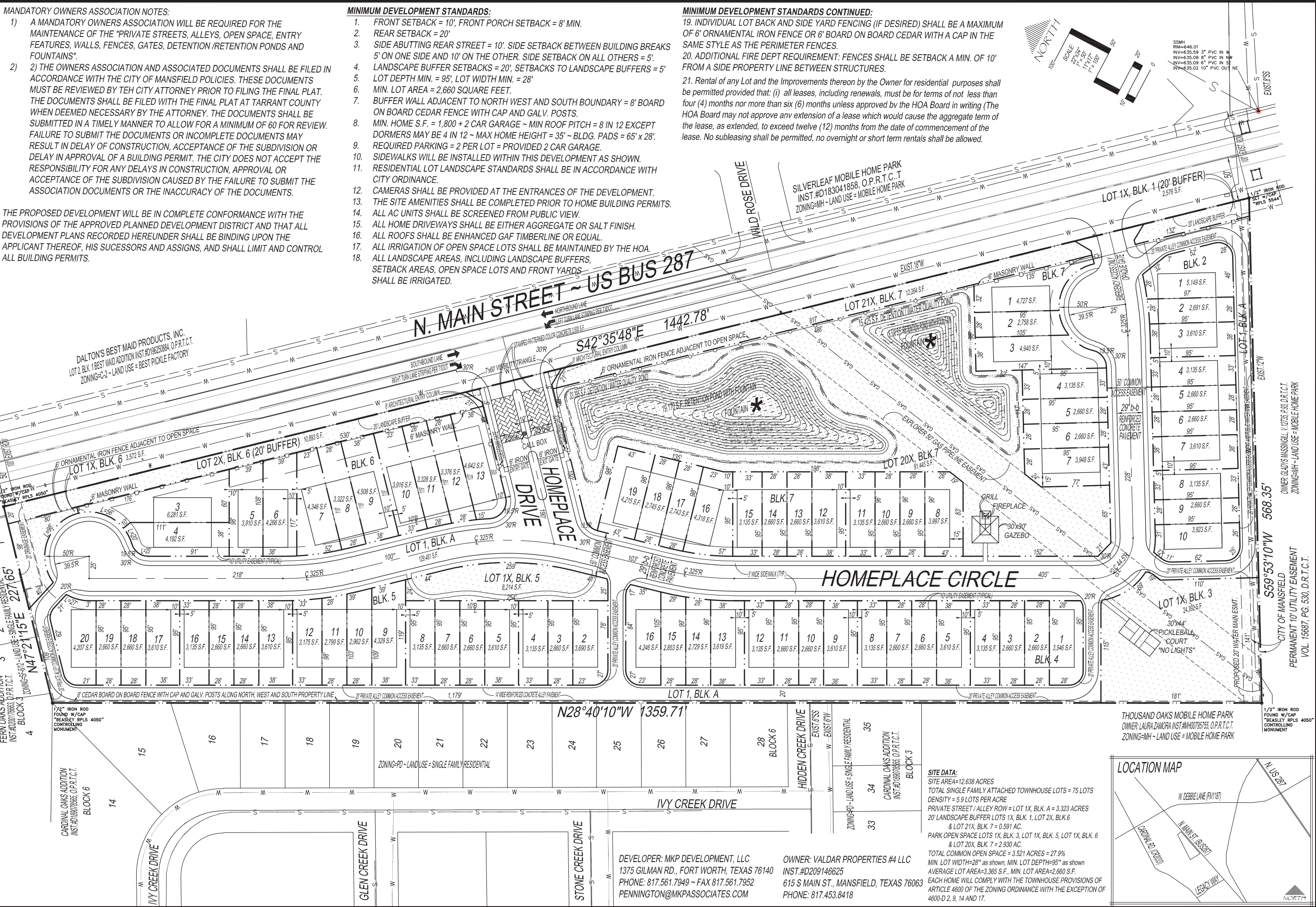
THE PROPOSED DEVELOPMENT WILL BE IN COMPLETE CONFORMANCE WITH THE PROVISIONS OF THE APPROVED PLANNED DEVELOPMENT DISTRICT AND THAT ALL DEVELOPMENT PLANS RECORDED HEREUNDER SHALL BE BINDING UPON THE APPLICANT THEREOF, HIS SUCESSORS AND ASSIGNS, AND SHALL LIMIT AND CONTROL ALL BUILDING PERMITS.

MINIMUM DEVELOPMENT STANDARDS:

1. FRONT SETBACK = 10', FRONT PORCH SETBACK = 8' MIN.
2. REAR SETBACK = 20'
3. SIDE ABUTTING REAR STREET = 10'. SIDE SETBACK BETWEEN BUILDING BREAKS 5' ON ONE SIDE AND 10' ON THE OTHER. SIDE SETBACK ON ALL OTHERS = 5'.
4. LANDSCAPE BUFFER SETBACKS = 20', SETBACKS TO LANDSCAPE BUFFERS = 5'
5. LOT DEPTH MIN. = 95', LOT WIDTH MIN. = 28'
6. MIN. LOT AREA = 2,660 SQUARE FEET.
7. BUFFER WALL ADJACENT TO NORTH WEST AND SOUTH BOUNDARY = 8' BOARD ON BOARD CEDAR FENCE WITH CAP AND GALV. POSTS.
8. MIN. HOME S.F. = 1,800 + 2 CAR GARAGE ~ MIN ROOF PITCH = 8 IN 12 EXCEPT DORMERS MAY BE 4 IN 12 ~ MAX HOME HEIGHT = 35' ~ BLDG. PADS = 65' x 28'.
9. REQUIRED PARKING = 2 PER LOT = PROVIDED 2 CAR GARAGE.
10. SIDEWALKS WILL BE INSTALLED WITHIN THIS DEVELOPMENT AS SHOWN.
11. RESIDENTIAL LOT LANDSCAPE STANDARDS SHALL BE IN ACCORDANCE WITH CITY ORDINANCE.
12. CAMERAS SHALL BE PROVIDED AT THE ENTRANCES OF THE DEVELOPMENT.
13. THE SITE AMENITIES SHALL BE COMPLETED PRIOR TO HOME BUILDING PERMITS.
14. ALL AC UNITS SHALL BE SCREENED FROM PUBLIC VIEW.
15. ALL HOME DRIVEWAYS SHALL BE EITHER AGGREGATE OR SALT FINISH.
16. ALL ROOFS SHALL BE ENHANCED GAF TIMBERLINE OR EQUAL.
17. ALL IRRIGATION OF OPEN SPACE LOTS SHALL BE MAINTAINED BY THE HOA.
18. ALL LANDSCAPE AREAS, INCLUDING LANDSCAPE BUFFERS, SETBACK AREAS, OPEN SPACE LOTS AND FRONT YARDS SHALL BE IRRIGATED.

MINIMUM DEVELOPMENT STANDARDS CONTINUED:

19. INDIVIDUAL LOT BACK AND SIDE YARD FENCING (IF DESIRED) SHALL BE A MAXIMUM OF 6' ORNAMENTAL IRON FENCE OR 6' BOARD ON BOARD CEDAR WITH A CAP IN THE SAME STYLE AS THE PERIMETER FENCES.
20. ADDITIONAL FIRE DEPT REQUIREMENT: FENCES SHALL BE SETBACK A MIN. OF 10' FROM A SIDE PROPERTY LINE BETWEEN STRUCTURES.
21. Rental of any Lot and the Improvements thereon by the Owner for residential purposes shall be permitted provided that: (i) all leases, including renewals, must be for terms of not less than four (4) months nor more than six (6) months unless approved by the HOA Board in writing (The HOA Board may not approve any extension of a lease which would cause the aggregate term of the lease, as extended, to exceed twelve (12) months from the date of commencement of the lease. No subleasing shall be permitted, no overnight or short term rentals shall be allowed.



SITE DATA:
SITE AREA=12.638 ACRES
TOTAL SINGLE FAMILY ATTACHED TOWNHOUSE LOTS = 75 LOTS
DENSITY = 5.9 LOTS PER ACRE
PRIVATE STREET / ALLEY ROW = LOT 1X, BLK. A = 3.323 ACRES
20' LANDSCAPE BUFFER LOTS 1X, BLK. 1, LOT 2X, BLK. 6
& LOT 21X, BLK. 7 = 0.591 AC.
PARK OPEN SPACE LOTS 1X, BLK. 3, LOT 1X, BLK. 5, LOT 1X, BLK. 6
& LOT 20X, BLK. 7 = 2.930 AC.
TOTAL COMMON OPEN SPACE = 3.521 ACRES = 27.9%
MIN. LOT WIDTH=28" as shown, MIN. LOT DEPTH=95" as shown
AVERAGE LOT AREA=3,365 S.F., MIN. LOT AREA=2,660 S.F.
EACH HOME WILL COMPLY WITH THE TOWNHOUSE PROVISIONS OF
ARTICLE 4600 OF THE ZONING ORDINANCE WITH THE EXCEPTION OF
4600-D 2, 9, 14 AND 17.

DEVELOPER: MKP DEVELOPMENT, LLC
1375 GILMAN RD., FORT WORTH, TEXAS 76140
PHONE: 817.561.7949 ~ FAX 817.561.7952
PENNINGTON@MKPASSOCIATES.COM

OWNER: VALDAR PROPERTIES #4 LLC
INST.#D209146625
615 S MAIN ST., MANSFIELD, TEXAS 76063
PHONE: 817.453.8418

COTTER G.A. DIXON & ASSOCIATES, LLC
CIVIL ENGINEERING * HYDROLOGY * FLOOD STUDIES
4305 Mossbridge Court, Arlington, Texas 76016
Phone: (862) 808-3156 - Email: EGAD1258@gmail.com
TEXAS ENGINEERING FIRM REGISTRATION #: 15836

COTTER ASSOCIATES, LLC
LAND DEVELOPMENT DESIGN CONSULTANTS
LAND PLANNING * PROJECT MANAGEMENT * LANDSCAPE ARCHITECTURE
1703 North Peyco Drive, Suite O, Arlington, Texas 76011
Phone: (817) 914-4415 - Email: CALLCOTTER@SBCGLOBAL.NET
Tx. Arch. Reg. Board FIRM REG. # BR-1373

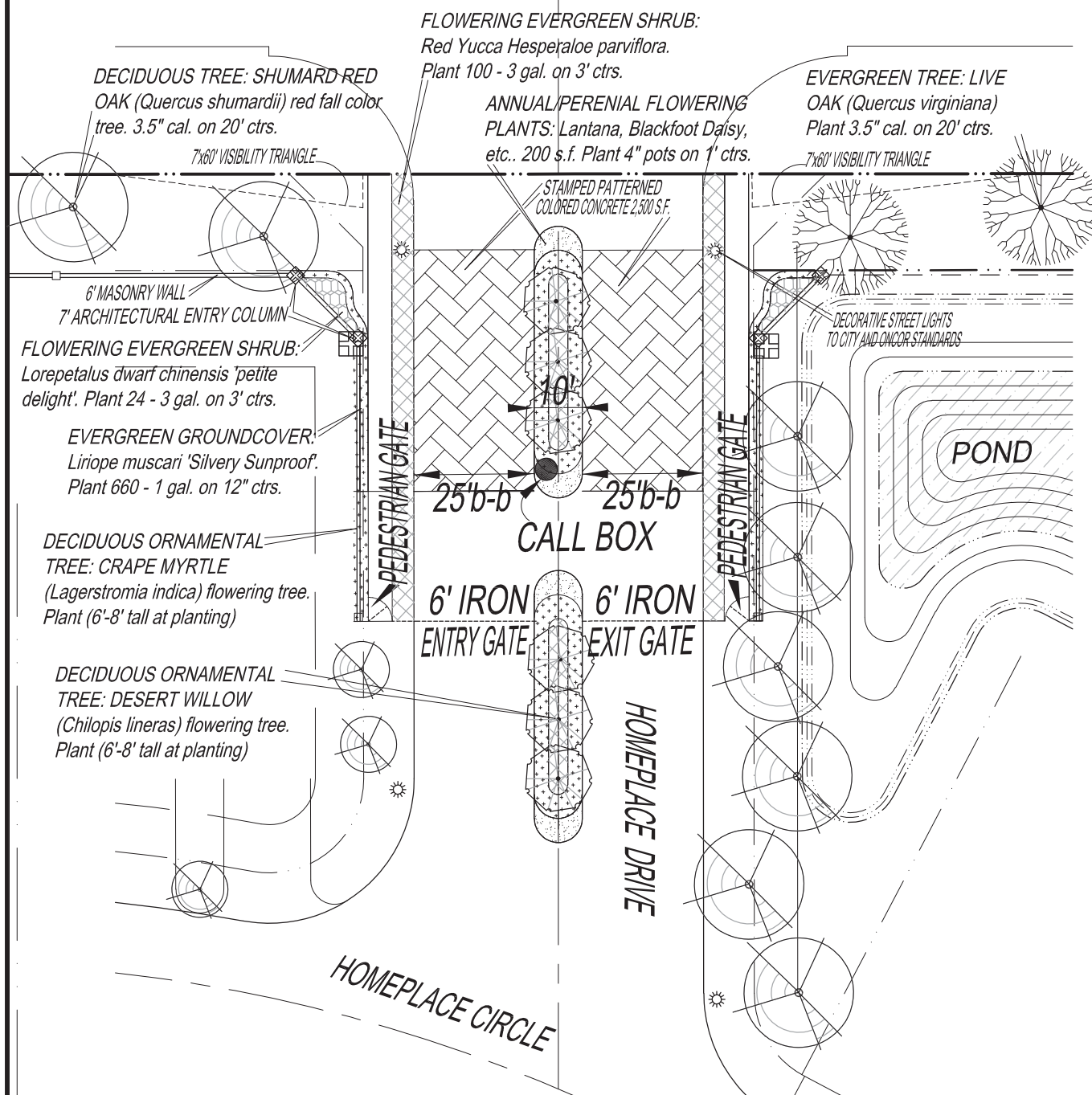


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DRAWN: DJC
DATE: 5-26-2020
REV: 10-29-2020
PROJECT: 932 PD.dwg

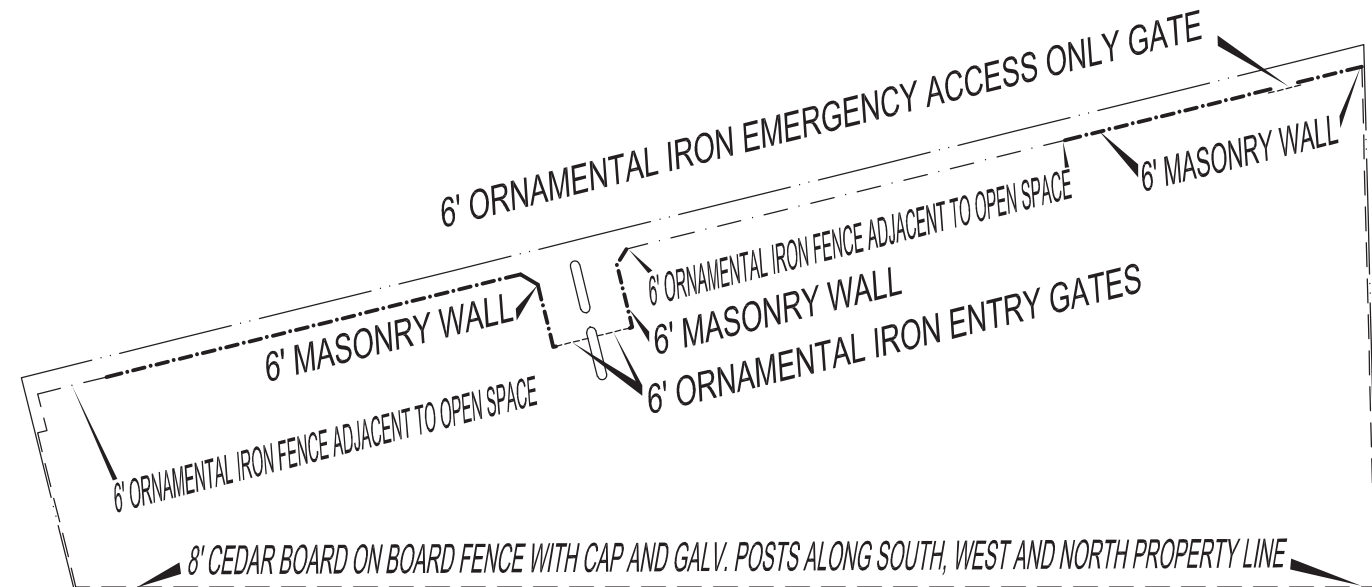
CHARLESTON
75 LOT SINGLE-FAMILY ATTACHED PD DEVELOPMENT PLAN
12,638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS

2 of 9

N. MAIN STREET ~ US BUS 287

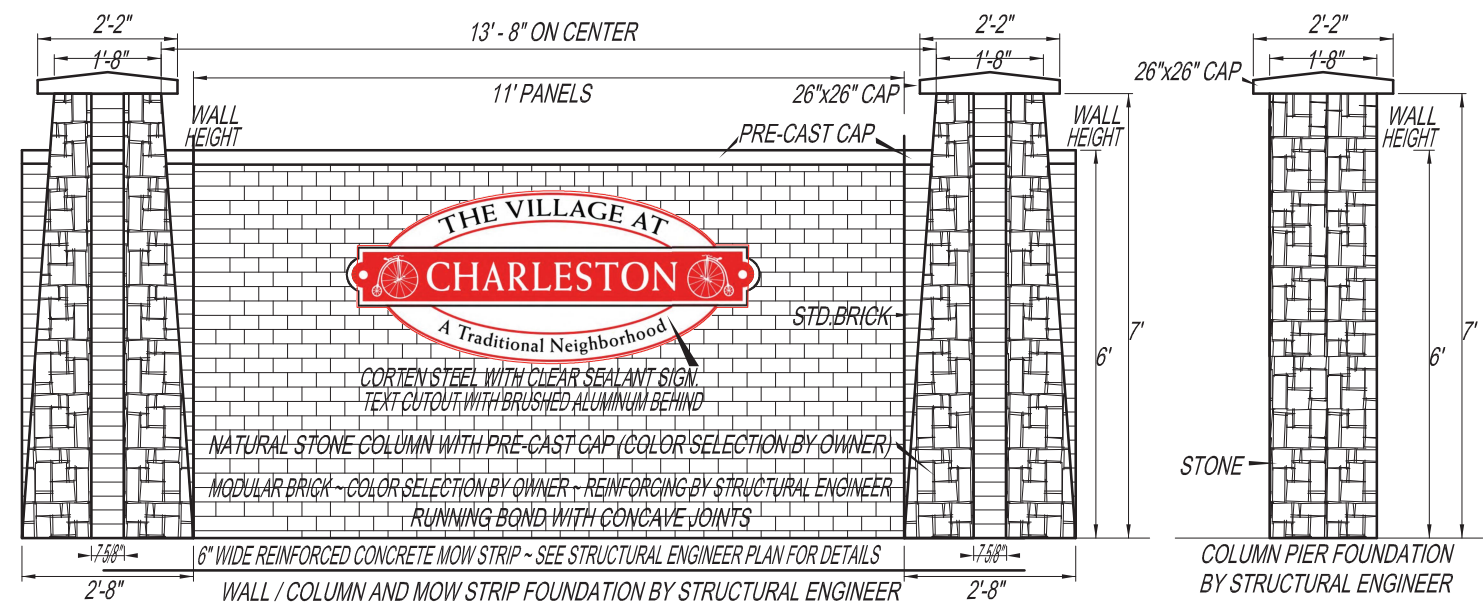


ENHANCED ENTRYWAY PLAN



BRICK WALL, ORNAMENTAL IRON AND CEDAR FENCE PLAN

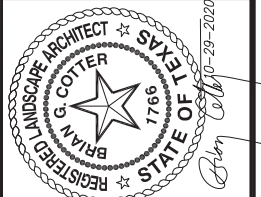
NOTE: THE DEVELOPER WILL CONTACT THE ADJACENT PROPERTY OWNERS ALONG THE NORTH, WEST AND SOUTH PROPERTY LINES AND ATTEMPT TO OBTAIN PERMISSION TO REMOVE THE EXISTING FENCES TO REPLACE WITH THE NEW 8' CEDAR BOARD ON BOARD FENCE WITH CAP. IF DENIED PERMISSION THE DEVELOPER WILL INSTALL THE CONTINUOUS 8' BOARD ON BOARD FENCE ON CHARLESTON PROPERTY ALONG THE PROPERTY LINE.



ARCHITECTURAL ENTRY COLUMNS AND SIGN ELEVATION

COLUMN FOR WALLS ON +/- 50' CTRS.

COTTER ASSOCIATES, LLC
 LAND DEVELOPMENT DESIGN CONSULTANTS
 LAND PLANNING • PROJECT MANAGEMENT • LANDSCAPE ARCHITECTURE
 17703 North Peyco Drive, Suite C, Arlington, Texas 76001
 Phone: (817) 919-4475 • Email: CALLCOTTER@SPC3.CBAJ.NET
 Tx. Arch. Reg. Board FIRM REG. # BR-1373



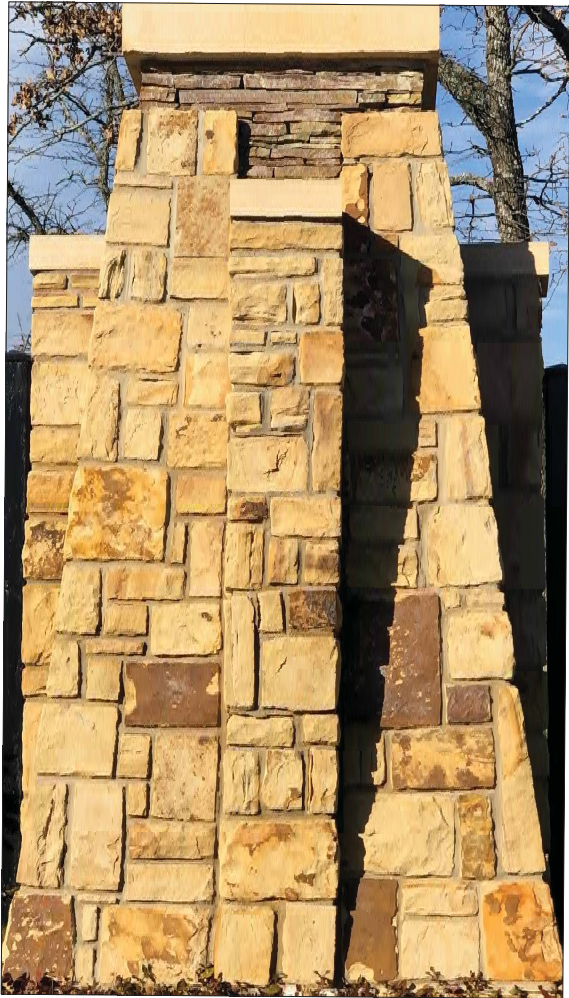
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DRAWN: DJC	
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REV.: 10-29-2020	
PROJECT:	
932 PD.dwg	

CHARLESTON
EXHIBIT C ~ ENHANCED ENTRYWAY PLAN
12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS



BOARD ON BOARD CEDAR FENCE EXAMPLE

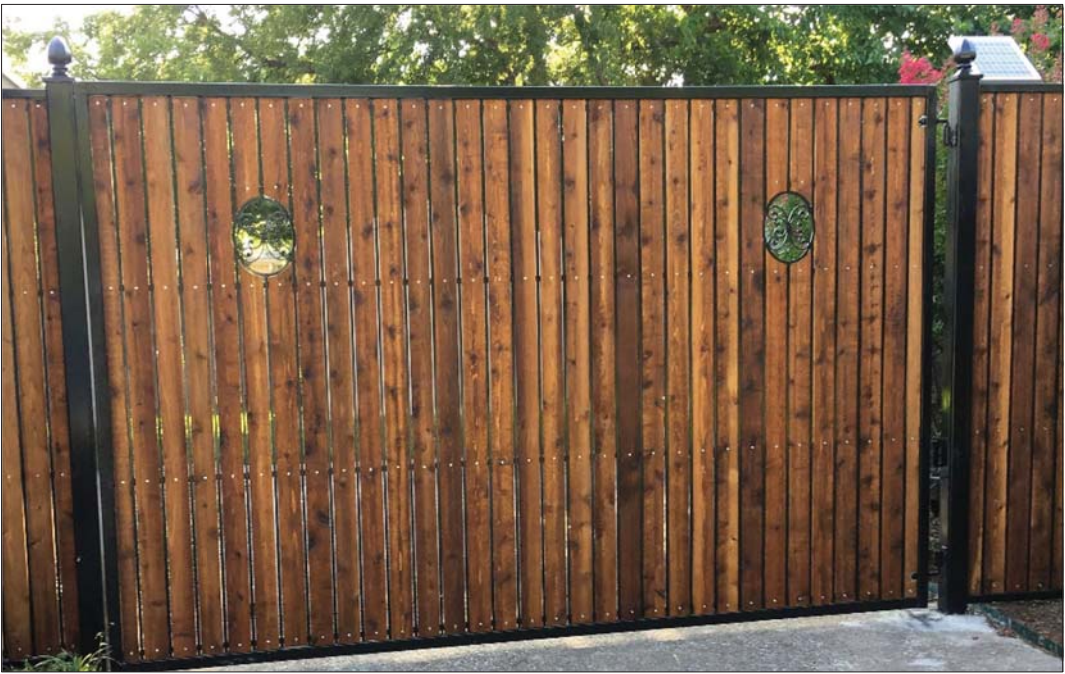
THE EXAMPLES SHOWN ARE FOR ILLUSTRATIVE PURPOSES TO ILLUSTRATE THE TYPE OF MATERIALS. PLEASE SEE THE PREVIOUS SHEET FOR DETAILED DIMENSIONS AND DETAIL.



STONE COLUMN EXAMPLE



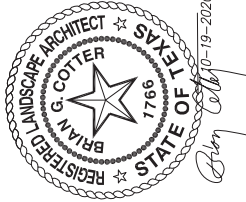
ORNAMENTAL IRON FENCE EXAMPLE



OPAQUE EMERGENCY GATE EXAMPLE

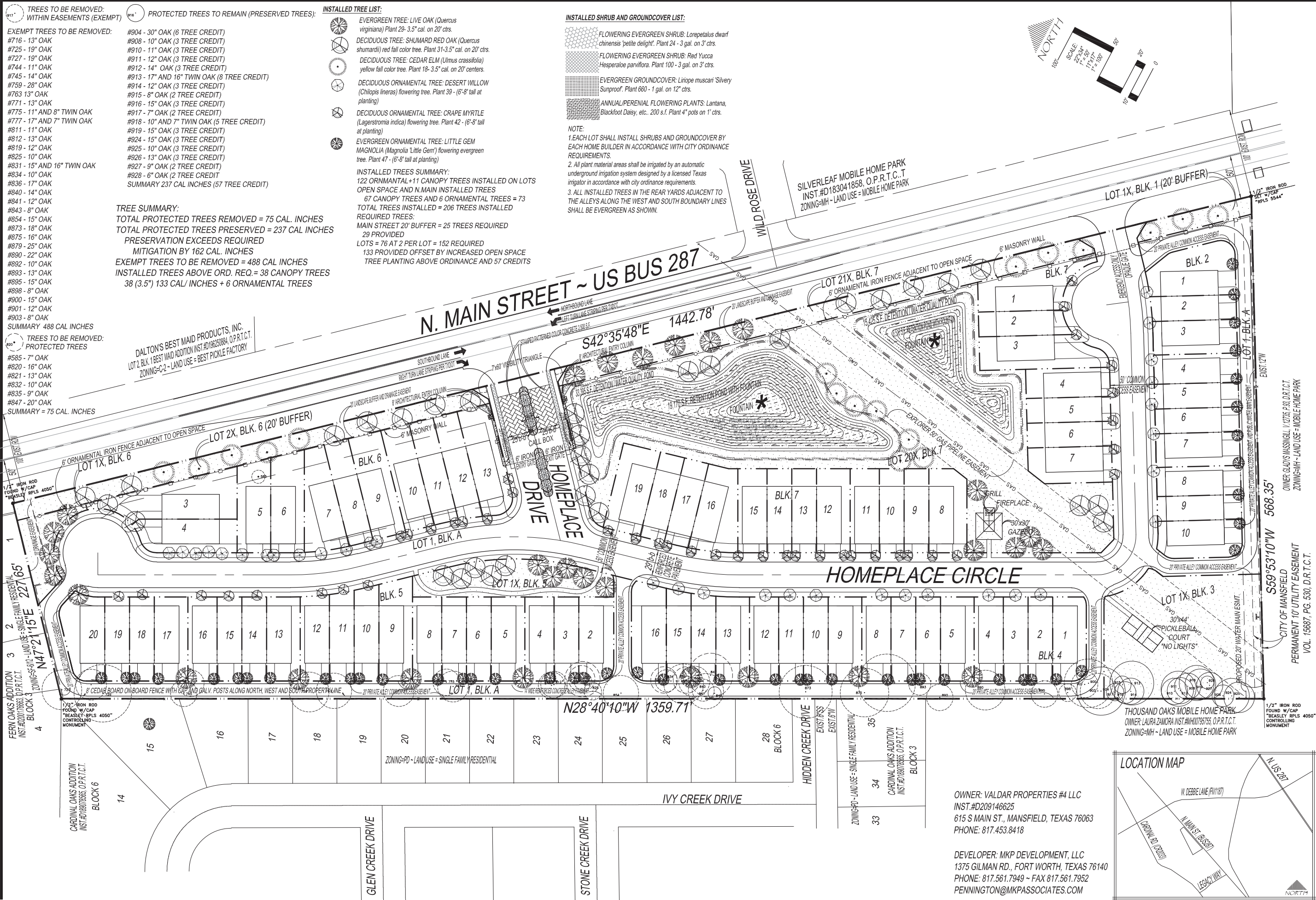
G.A. DIXON & ASSOCIATES
 CIVIL ENGINEERING • HYDROLOGY • FLOOD STUDIES
 4305 Mossridge Court, Arlington, Texas 76016
 Phone: (817) 914-4475 - Email: EGAD1258@gmail.com
 TEXAS ENGINEERING FIRM REGISTRATION #: 15836

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DATE: 5-26-2020	REV.: 10-19-2020
PROJECT: 932 PD.dwg	

CHARLESTON
 EXHIBIT C ~ ENHANCED ENTRYWAY PLAN
 12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
 1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS



- TREES TO BE REMOVED: WITHIN EASEMENTS (EXEMPT)**
- EXEMPT TREES TO BE REMOVED:**
- #716 - 13" OAK
 - #725 - 19" OAK
 - #727 - 19" OAK
 - #744 - 11" OAK
 - #745 - 14" OAK
 - #759 - 28" OAK
 - #763 13" OAK
 - #771 - 13" OAK
 - #775 - 11" AND 8" TWIN OAK
 - #777 - 17" AND 7" TWIN OAK
 - #811 - 11" OAK
 - #812 - 13" OAK
 - #819 - 12" OAK
 - #825 - 10" OAK
 - #831 - 15" AND 16" TWIN OAK
 - #834 - 10" OAK
 - #836 - 17" OAK
 - #840 - 14" OAK
 - #841 - 12" OAK
 - #843 - 8" OAK
 - #854 - 15" OAK
 - #873 - 18" OAK
 - #875 - 16" OAK
 - #879 - 25" OAK
 - #890 - 22" OAK
 - #892 - 10" OAK
 - #893 - 13" OAK
 - #895 - 15" OAK
 - #898 - 8" OAK
 - #900 - 15" OAK
 - #901 - 12" OAK
 - #903 - 8" OAK
 - SUMMARY 488 CAL INCHES
- TREES TO BE REMOVED: PROTECTED TREES**
- #585 - 7" OAK
 - #820 - 16" OAK
 - #821 - 13" OAK
 - #832 - 10" OAK
 - #835 - 9" OAK
 - #847 - 20" OAK
 - SUMMARY = 75 CAL. INCHES
- TREES TO BE REMOVED: PROTECTED TREES TO REMAIN (PRESERVED TREES):**
- #904 - 30" OAK (6 TREE CREDIT)
 - #908 - 10" OAK (3 TREE CREDIT)
 - #910 - 11" OAK (3 TREE CREDIT)
 - #911 - 12" OAK (3 TREE CREDIT)
 - #912 - 14" OAK (3 TREE CREDIT)
 - #913 - 17" AND 16" TWIN OAK (8 TREE CREDIT)
 - #914 - 12" OAK (3 TREE CREDIT)
 - #915 - 8" OAK (2 TREE CREDIT)
 - #916 - 15" OAK (3 TREE CREDIT)
 - #917 - 7" OAK (2 TREE CREDIT)
 - #918 - 10" AND 7" TWIN OAK (5 TREE CREDIT)
 - #919 - 15" OAK (3 TREE CREDIT)
 - #924 - 15" OAK (3 TREE CREDIT)
 - #925 - 10" OAK (3 TREE CREDIT)
 - #926 - 13" OAK (3 TREE CREDIT)
 - #927 - 9" OAK (2 TREE CREDIT)
 - #928 - 6" OAK (2 TREE CREDIT)
 - SUMMARY 237 CAL INCHES (57 TREE CREDIT)

- INSTALLED TREE LIST:**
- EVERGREEN TREE: LIVE OAK (*Quercus virginiana*) Plant 29- 3.5" cal. on 20" ctrs.
 - DECIDUOUS TREE: SHUMARD RED OAK (*Quercus shumardii*) red fall color tree. Plant 31-3.5" cal. on 20" ctrs.
 - DECIDUOUS TREE: CEDAR ELM (*Ulmus crassifolia*) yellow fall color tree. Plant 18- 3.5" cal. on 20" centers.
 - DECIDUOUS ORNAMENTAL TREE: DESERT WILLOW (*Chilopsis linearis*) flowering tree. Plant 39 - (6'-8" tall at planting)
 - DECIDUOUS ORNAMENTAL TREE: CRAPE MYRTLE (*Lagerstromia indica*) flowering tree. Plant 42 - (6'-8" tall at planting)
 - EVERGREEN ORNAMENTAL TREE: LITTLE GEM MAGNOLIA (*Magnolia 'Little Gem'*) flowering evergreen tree. Plant 47 - (6'-8" tall at planting)
- INSTALLED TREES SUMMARY:**
- 122 ORNAMENTAL+11 CANOPY TREES INSTALLED ON LOTS
 - OPEN SPACE AND N.MAIN INSTALLED TREES
 - 67 CANOPY TREES AND 6 ORNAMENTAL TREES = 73
 - TOTAL TREES INSTALLED = 206 TREES INSTALLED
 - REQUIRED TREES:
 - MAIN STREET 20' BUFFER = 25 TREES REQUIRED
 - 28 PROVIDED
 - LOTS = 76 AT 2 PER LOT = 152 REQUIRED
 - 133 PROVIDED OFFSET BY INCREASED OPEN SPACE
 - TREE PLANTING ABOVE ORDINANCE AND 57 CREDITS
- INSTALLED SHRUB AND GROUNDCOVER LIST:**
- FLOWERING EVERGREEN SHRUB: *Lorepetalus dwarf chinensis* 'petite delight'. Plant 24 - 3 gal. on 3' ctrs.
 - FLOWERING EVERGREEN SHRUB: Red Yucca *Hesperaloe parviflora*. Plant 100 - 3 gal. on 3' ctrs.
 - EVERGREEN GROUNDCOVER: *Liriope muscari* 'Silvery Sunproof'. Plant 660 - 1 gal. on 12" ctrs.
 - ANNUAL/PERENNIAL FLOWERING PLANTS: *Lantana*, *Blackfoot Daisy*, etc.. 200 s.f. Plant 4" pots on 1" ctrs.
- NOTE:**
- 1.EACH LOT SHALL INSTALL SHRUBS AND GROUNDCOVER BY EACH HOME BUILDER IN ACCORDANCE WITH CITY ORDINANCE REQUIREMENTS.
 2. All plant material areas shall be irrigated by an automatic underground irrigation system designed by a licensed Texas irrigator in accordance with city ordinance requirements.
 3. ALL INSTALLED TREES IN THE REAR YARDS ADJACENT TO THE ALLEYS ALONG THE WEST AND SOUTH BOUNDARY LINES SHALL BE EVERGREEN AS SHOWN.

COTTER G.A.DIXON & ASSOCIATES, LLC

LAND DEVELOPMENT DESIGN CONSULTANTS
LAND PLANNING PROJECT MANAGEMENT LANDSCAPE ARCHITECTURE
1703 North Peyco Drive, Arlington, Texas 76001
Phone: (817) 919-4475 - Email: CALLCOTTER@SBCGLOBAL.NET
Tx. Arch. Reg. Board FIRM REG. # BR-1373

REGISTERED LANDSCAPE ARCHITECT
BRIAN G. COTTER
1766
STATE OF TEXAS
Col 10-29-2020

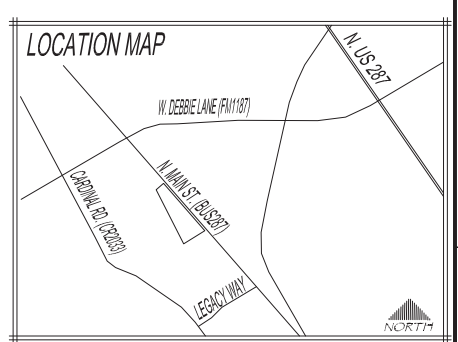
DESIGN: BGC
DRAWN: DJC
DATE: 5-26-2020
REV: 10-29-2020
PROJECT: 932 PD LA.dwg

CHARLESTON
75 LOT SINGLE-FAMILY ATTACHED PD LANDSCAPE PLAN
12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS

5 OF 9
ZC#20-009 EXHIBIT "D"

OWNER: VALDAR PROPERTIES #4 LLC
INST.#D209146625
615 S MAIN ST., MANSFIELD, TEXAS 76063
PHONE: 817.453.8418

DEVELOPER: MKP DEVELOPMENT, LLC
1375 GILMAN RD., FORT WORTH, TEXAS 76140
PHONE: 817.561.7949 ~ FAX 817.561.7952
PENNINGTON@MKPASSOCIATES.COM





SINGLE-FAMILY ATTACHED ELEVATION "A" REAR ENTRY



SINGLE-FAMILY ATTACHED ELEVATION "B" REAR ENTRY

NOTE: BUILDING MATERIALS, COLOR AND ROOF LINES SHALL VARY BETWEEN BUILDINGS TO PROVIDE DIFFERENTIATION IN ARCHITECTURE AND AVOID REPETITIVE FRONT FACADES.

NOTE: THE BUILDING ELEVATIONS SHOWN ARE SUBJECT TO CHANGE UPON FINAL DESIGN AND BUILDING PERMIT REVIEW AND APPROVAL FOR CONSTRUCTION.

DESIGN: BGC	DRAWN: DJC	DATE: 10-29-20	PROJECT: 932 PD.dwg
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CHARLESTON
 EXHIBIT E HOME ELEVATION RENDERINGS
 12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
 1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS

6 OF 9

COTTER ASSOCIATES, LLC
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 1703 North Peyco Drive, Suite Q, Arlington, Texas 76001
 Phone: (817) 919-4475 - Email: CALLCOTTER@SCGCI.ORGAL.NET
 Tx. Arch. Reg. Board FIRM REG. # BR-1373

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 CIVIL ENGINEERING * HYDROLOGY * FLOOD STUDIES
 4305 Mossridge Court, Arlington, Texas 76016
 Phone: (862) 808-3156 - Email: EGAD1258@gmail.com
 TEXAS ENGINEERING FIRM REGISTRATION #: 15336



SINGLE-FAMILY ATTACHED ELEVATION "A" FRONT ENTRY



SINGLE-FAMILY ATTACHED ELEVATION "B" FRONT ENTRY

NOTE: BUILDING MATERIALS, COLOR AND ROOF LINES SHALL VARY BETWEEN BUILDINGS TO PROVIDE DIFFERENTIATION IN ARCHITECTURE AND AVOID REPETITIVE FRONT FACADES.

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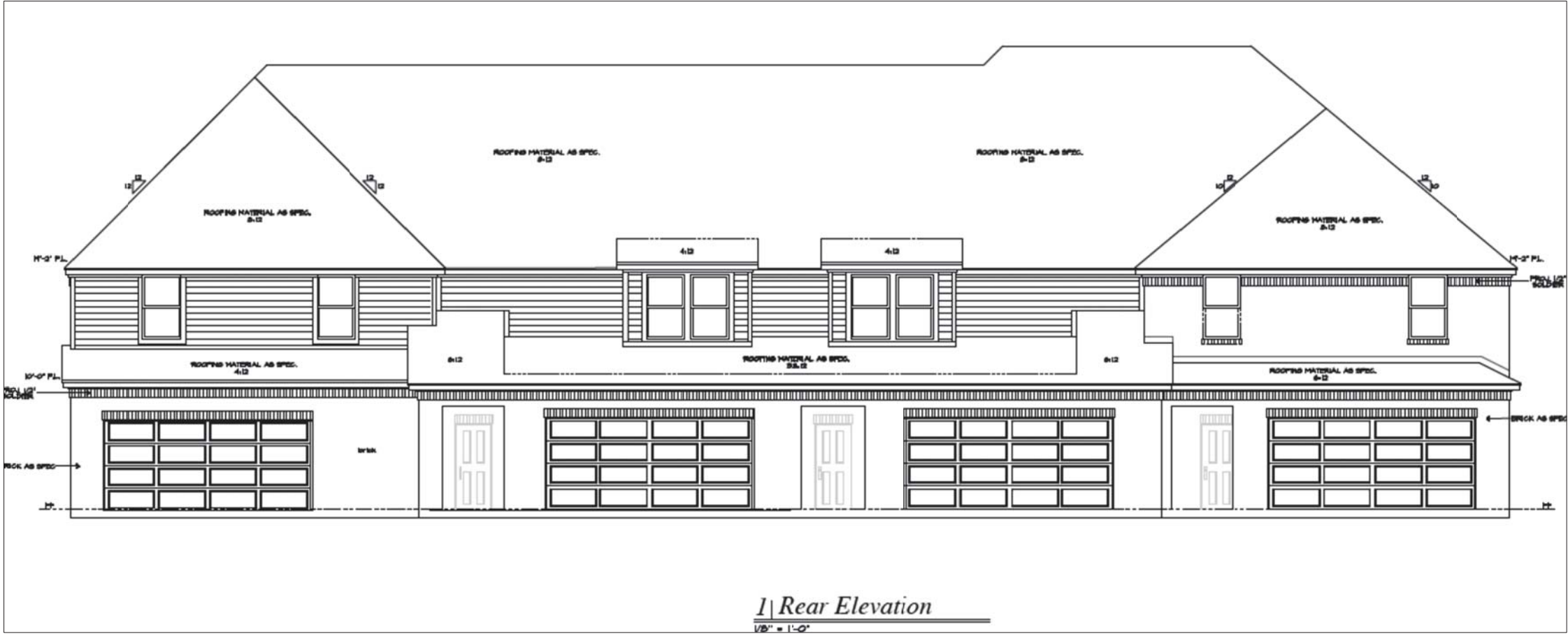
DESIGN: BGC	DRAWN: DJC	DATE: 10-29-20	PROJECT: 932 PD.dwg
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CHARLESTON
EXHIBIT E HOME ELEVATION RENDERINGS
12.638 ACRES IN THE M. ROCKEFELLOW SURVEY ABSTRACT 1267
1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS

7 OF 9

COTTER ASSOCIATES, LLC
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Tx. Arch. Reg. Board FIRM REG. # BR-1373

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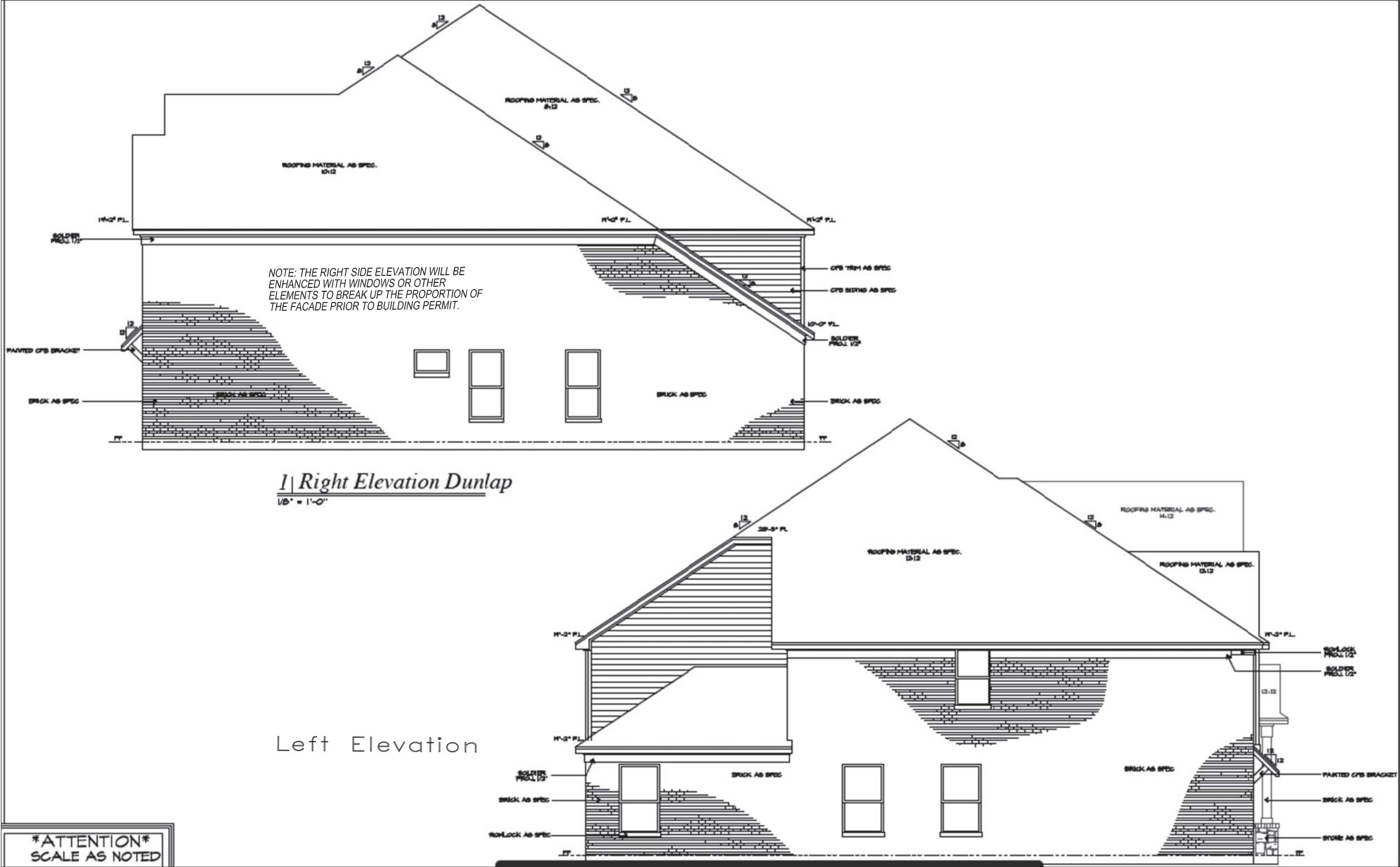


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CHARLESTON
EXHIBIT E HOME ELEVATION RENDERINGS
12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267
1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS



CHARLESTON EXHIBIT E HOME ELEVATION RENDERINGS 12.638 ACRES IN THE M. ROCKERFELLOW SURVEY ABSTRACT 1267 1675 N. MAIN ST., CITY OF MANSFIELD, TARRANT COUNTY, TEXAS	DESIGN: BGC	G.A. DIXON & ASSOCIATES CIVIL ENGINEERING • HYDROLOGY • FLOOD STUDIES 4305 Mossridge Court, Arlington, Texas 76016 Phone: (817) 919-4475 - Email: EGAD7258@gmail.com TEXAS ENGINEERING FIRM REGISTRATION #: 15836
	DRAWN: DJC	
	DATE: 10-15-20 REV: 10-29-2020 PROJECT: 932 PD.dwg	COTTER ASSOCIATES, LLC LAND DEVELOPMENT DESIGN CONSULTANTS LAND PLANNING • PROJECT MANAGEMENT • LANDSCAPE ARCHITECTURE 1703 North Peyco Drive, Suite Q, Arlington, Texas 76001 Phone: (817) 919-4475 - Email: CALLCOTTER@SCGLOPAL.NET Tx. Arch. Reg. Board FIRM REG. # BR-1373
9 OF 9	NOTE: THE BUILDING ELEVATIONS SHOWN ARE SUBJECT TO CHANGE UPON FINAL DESIGN AND BUILDING PERMIT REVIEW AND APPROVAL FOR CONSTRUCTION.	

ZC#20-009



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 20-3841

Agenda Date: 11/9/2020

Version: 1

Status: New Business

In Control: City Council

File Type: Discussion Item

Title

Consideration and Possible Action to Suspend the Procedural Rules of Council and Reschedule the Regular Scheduled City Council Meeting of December 28, 2020 to December 14, 2020

Requested Action

Consider the suspension of the Procedural Rules of Council as set out in Section 1.02 "General Rules", J "Suspension of Rules" and reschedule the regular scheduled Council meeting of December 28, 2020 to December 14, 2020.

Recommendation

Suspend the Procedural Rules of Council and reschedule the December 28, 2020 regular scheduled meeting to December 14, 2020.

Description/History

The second regular meeting in December 2020 will during the holiday season.

Justification

The December 28, 2020 Regular City Council meeting will fall on a holiday.

Traditionally, the Council has voted to combine its two December meetings into one meeting in order to accommodate the holiday schedules and vacation of Council and staff.

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203

performance of the City Manager and to ensure effective communication and goal orientation. The evaluation will occur under the process set forth in Attachment A to these rules which is entitled "City Manager Evaluation". The attachment may be periodically modified, amended or updated by City Council action. In order to further foster the relationship between the City Council and the City Manager at each quarterly meeting an update on city owned public/private partnerships will be provided by the City Manager. (Added 8/10/20)

- G. City Attorney: The City Attorney shall attend all meetings of the City Council unless excused, by the City Manager and shall advise the City Council on questions of law and procedures. The City Manager is required to ensure an attorney is present at all City Council meetings.
- H. City Secretary: The City Secretary (or in City Secretary's absence the Assistant City Secretary) shall attend all meetings of the City Council unless excused, by the City Manager who will ensure a person is appointed to take minutes and administer the role of the City Secretary) and shall keep the official minutes.
- I. Rules of Order: Unless in conflict with these rules, the latest version, Robert's Rules of Order Revised shall govern the proceedings of the City Council in all cases.
- J. Suspension of Rules: Any provision of these rules not governed by the City Charter or State law may be temporarily suspended by a majority vote (four) of all members of the City Council. The vote on any such suspension shall be taken and entered upon the records. If there is an objection to suspending the rules, a vote is required to proceed.
- K. Amendments to Rules: These rules may be permanently amended, or new rules may be adopted by a majority vote (four) of all members of the City Council. Any such amendments shall be adopted and recorded by resolution.

Section 1.03 Meetings

- A. Regular Meetings: The City Council shall meet regularly on the second and fourth Monday of each month. The regular meetings of the City Council shall be held in the Council Chambers of the City Hall unless otherwise established by City Council. (Amended 06-09-08)
- B. Special Meetings: Special meetings may be held on the call of the Mayor or four (4) City Council Members with no less than seventy-two (72) hours notice to each City Council Member. Emergency meetings may be called by the Mayor or Mayor Pro Tem in the Mayor's absence, or four (4) members, after notice has been posted two (2) hours. All meetings shall be open to the public and public notice shall be given in compliance with Chapter 551, Texas Government Code.
- C. Recessed Meetings: Any meeting of the City Council may be recessed to a later time, provided that no recess shall be for a longer period than until the next regular scheduled meeting.
- D. Work Sessions: Work sessions may be held on the call of the Mayor or four (4) City Council Members with no less than seventy-two (72) hours notice to each City Council Member. The purpose is to research, analyze, and review any matter which requires special information