



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, June 16, 2022

6:00 PM

City Hall Multipurpose Room

1. CALL TO ORDER

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

Absent 3 - Lindsay Cadenhead; Chris Osburn and Raul Najera

Present 4 - Wendy Collini; Bob Kowalski; Neal Shaw and Scot Bowman

2. RECESS INTO EXECUTIVE SESSION

Wendy Collini, President, recessed into Executive Session at 6:01 p.m.

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

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

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

1. Possible Linear Expansion

2. Future Park Use

3. RECONVENE INTO REGULAR SESSION

Wendy Collini, President, reconvened into regular session at 6:28 p.m.

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None

5. APPROVAL OF MINUTES

[22-4719](#)

Approval of Minutes - May 19, 2022

A motion was made by Bob Kowalski, seconded by Board Member Neal Shaw, that this matter be Approved. The motion CARRIED by the following vote:

Aye: 4 - Wendy Collini; Bob Kowalski; Neal Shaw and Scot Bowman

Nay: 0

Absent: 3 - Lindsay Cadenhead; Chris Osburn and Raul Najera

Abstain: 0

6. CASH FLOW STATEMENT

[22-4723](#)

Cash Flow Statement - May 31, 2022

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

For the month of June, sales tax is up 6.5% for the month over last year and up 14.5% for the year. Matt informed the board that revenue is above projections for the year. An update on public-private partnerships was also provided to the board. An update on Operating Expenditures and Capital Expenditures was also provided to the board. The projected ending balance is \$7,300,369.

7. DEPARTMENT UPDATES

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

[16-2067](#)

Monthly Update on Daily Maintenance of Current Park Facilities

Athletic Fields: The spring athletic season is coming to an end and open athletic field rentals for the general public have begun. Outside of practice and rental times, the athletic fields have been sprayed for emergence of weeds and various irrigation repairs have been completed.

The Michael Skinner Sports Complex had two shade structures repaired near the baseball diamonds. In addition, the irrigation valve boxes were raised for easier access during repairs. The final MYBA tournaments will finish up in June, allowing for the baseball fields to be closed during the month of July for tilling, reseeding, fertilizing, and the replacement of any additional broken irrigation lines.

At James McKnight Park East, two new shade structures were installed near the softball diamonds and four aging benches were replaced within the park. A gate was installed to secure the area behind softball field #2 where the space has been lined for flag football clinics. These youth sports clinics will occur in partnership with FieldhouseUSA this summer.

Clayton W. Chandler Park: The Kool Deck that was installed at the splash pad is working very well. The new ProMinet chemical controller system that was added to regulate and monitor chemicals has experienced some start-up issues, but staff has been working diligently to make the necessary changes to ensure the water chemistry is safe for all users. The pavilions and tennis courts are noticeably busier with the onslaught of summer users.

Katherine Rose Memorial Park/ Town Park / Walnut Creek Linear Trail: The small trees growing along the edge of the creek that feeds the pond at Rose Park were cut down and stumps removed for safety. Additional assessment is being conducted with a local arborist to determine the safety of the area's trees. The split rail fence that washed away during heavy rains last year near the wildflower area was replaced with 365 feet of new rail fencing with concrete posts. The new concrete post held up well during the flash flooding that occurred in early June.

Oliver Nature Park: The split rail fence at the front of the park was replaced due to rotting. The wire for the windmill has been replaced. Poison ivy has been treated throughout the park. New plant materials have been designed and ordered for the planter beds at the front of the park.

Mans Best Field: New dog water bowl fountains are being installed to address the standing water issues in that area.

Citywide municipal buildings, public/ private partners, and medians: Summer color has been added to the planter beds with the addition of Salvia and Penta plants.

Citywide Special Events: Park Operations staff will be assisting the Juneteenth and Mansfield Rocks citywide events that are coming up.

RECREATION SUPERINTENDENT'S REPORT ON LISTED ITEMS (AMANDA ALMS)

[16-2068](#)

Monthly Update on Current Programs & Services

Mansfield Activities Center: Five new staff members have been hired and are being trained.

Kids Zone summer camp started May 31 with 48 campers aged 5-11.

Family Nerf Night has 101 people registered for good ole' family fun on June 10 where obstacles and barriers will be set up to challenge participants while blasting fellow nerf enthusiasts.

Senior Lifestyles: The Mansfield Senior Lifestyles program celebrated during the month of May. Cinco de Mayo was on May 5th with 24 seniors being treated to a traditional Mexican food lunch complete with a tasty "mocktail" margarita. The 9th annual Senior Synergy Expo took place on May 12th with 24 seniors traveling to Fort Worth to experience a healthy lifestyle expo for boomers, seniors, and caregivers. The expo included health screenings, educational workshops, exercise classes, entertainment, and vendor booths.

Memorial Day brought 55 seniors out to enjoy a festive day with entertainment to help us all remember and honor all who have served and sacrificed for our freedom. The group A Choired Talent (senior choir) performed; Red, White & Blue Bingo was fun for all; and Steve's BBQ Grilled Cheeseburgers was served for lunch. Humana Insurance sponsored cupcakes and door prizes for participants.

Coming up this June, there will be a Father's Day Donuts & Coffee on June 16th, Juneteenth Celebration on June 17th, and Monday Movie Madness on June 28th.

Nature Education: Tara Duncan started employment on May 31st as our Nature Education Specialist, just in time for summer.

Four successful pre-school programs finished their sessions this May. Growing Up Wild had 13 nature education students. Eco Explorers had nine students who learned all about trees and other shapes in nature. Little Explorers had 15 students who learned about animals, met them in person, and made related crafts. On May 18, 18 preschool students and their parents came to make an Under the Pond painting by using their handprints to create a fish, turtle, or frog scene.

Oliver Nature Park school field trips taught 147 students about nature while hiking through the park and completing hands-on learning stations. The Nature Education team visited two schools where 174 students were taught about animals and plants that live in Texas.

Five successful home school programs finished their sessions this May. The Home School Nature program had 24 students aged 5-14 years old finish their 3-month nature education program in May. Home School Fishing Club had nine students who met four Friday afternoons in May to learn basic skills and safety for fishing and even caught their own fish. The Home School Wild About Birds learned all about Texas birds, met live birds, made bird feeders, and explored the park looking for birds for four Tuesday afternoons in May. Home School Children's Gardening class took place on May 5th where 11 students learned about seeds, how to grow a garden, and planted their own garden to take home. Home School Spring Chemistry class completed three fun experiments while learning about science. There were 13 students in this program.

MARKETING & COMMUNICATIONS UPDATE (ANN BECK)

[21-3932](#)

Marketing & Communications Update

Ann Beck, Marketing & Communications Manager, provided the board with an update on current projects, programs, awards, and events. Internal campaigns as well as social media metrics were also presented. An update about the summer campaign, 100 Hours of Play, was provided to the board along with its marketing materials.

DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

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

Matt Young, Community Services Director, provided the board with an update on recent and upcoming City Council items and city events. Matt informed the board that June 13th City Council approved the small cell agreement with AT&T. At the City Council meeting on June 27th the Mayor will announce July as Parks and Recreation month in Mansfield and read a Parks and Recreation proclamation. Matt informed the board City Council will hold a work session on June 27th to discuss capital and facility projects. Board appointments will be sent out in the next couple of weeks.

8. CITIZENS COMMENTS

None

9. **OLD BUSINESS**

[19-3011](#)

Update; Walnut Creek Linear Park Trail System

Chris Ray, Park Planner, updated the board on Phase 3B. Chris met with Kimley-Horn to discuss conflicts identified in their site analysis, direction was given to proceed with further design after several key factors were addressed. An internal meeting will be held with engineering to find the best route at the end of June or beginning of July. Kimley-Horn will have exhibit models in two weeks and final deliverables are expected in the Fall.

[21-3933](#)

Update; McClendon Park Improvements

Chris Ray, Park Planner, informed the board that construction started in the back section of McClendon West. Light demo work is being done now to renovate the softball field area into the new basketball courts and more parking. The construction for this section should take 55 days and is projected to finish by early fall. The front section project was resubmitted to the permitting office with changes based off their initial review. Projected end date of entire project is early December.

[21-4292](#)

Update; Gertie Barrett Park

James Fish, Sr. Park Planner, informed the board he recently submitted drawings for review and is waiting on the engineer to sign off on the plans. Staff is working with the city attorney in regards to resolving the access drive use and improvements related to the adjacent private property issue. A construction sign has been posted on the site notifying the public of the project. The estimated completion time for this project is early December 2022.

[22-4680](#)

Update; Rose Park Improvements

James Fish, Sr Park Planner, informed the board of updates on the Rose Park Master Plan. The project will replace the playground and restroom facilities. On May 27th, staff met with the design consultant to hold a concept discussion where focused areas were identified along with existing opportunities and constraints. Staff is anticipating holding public input meetings on June 24th at a popup event at Rose Park and July 7th in the multi-purpose room at City Hall for general public input for the concept plans. A public survey will be utilized to collect input on the proposed amenities for a phase 1 development plan as well. Following these meetings and input, a final concept will be developed and schedule will be created and presented for discussion.

[22-4681](#)

Discussion; MPFDC FY2022-2023 Budget

Matt Young, Community Services Director, provided the board with an update on the FY2022-FY2023 budget. Matt also provided an updated 10-Year Strategic Plan and informed the board of the proposed allocation changes for FY 2023. Matt discussed capital projects with the board and a year-to-date Cash Flow Statement with May actuals was provided and discussed with the board.

10. **NEW BUSINESS**

[22-4724](#)

MPFDC 10-Year Strategic Business Plan

Matt Young, Community Services Director, provided the board with an update regarding proposed priority projects.

11. **BOARD COMMENTS**

12. **INFORMATIONAL ITEMS**

13. **ADJOURNMENT**

Wendy Collini, President, adjourned the Regular Meeting at 8:27 p.m.

Wendy Collini, President

ATTEST:

Sarah Speer, Administrative Assistant II