



Meeting Minutes

Mansfield Park Facilities Development Corporation

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Thursday, August 18, 2022

6:00 PM

City Hall Council Chambers

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1. **CALL TO ORDER**

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

**Present** 6 - Wendy Collini; Bob Kowalski; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Raul Najera

2. **RECESS INTO EXECUTIVE SESSION**

*Wendy Collini, President, recessed into Executive Session at 6:15 p.m.*

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 STORE Master Funding Agreement

Fall 2022/Spring 2023 Athletic Field Applications

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

Land Acquisition for Future Development  
Project #08-22-01

3. **RECONVENE INTO REGULAR SESSION**

*Wendy Collini, President, reconvened into regular session at 6:58 p.m.*

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

*None*

5. **CITIZENS COMMENTS**

*Donnie Birdow of 7809 Azure Way, Arlington, addressed the board on behalf of Kennedale Youth Association regarding a field contract and field rental access.*

*Katherine Pratt of 4209 Gleneagles Drive, Mansfield, addressed the board on behalf of*

*Kennedale Youth Association regarding a field contract and field rental access.*

*Cynthia McCurry of 2201 Forest Creek Drive, Mansfield, addressed the board on behalf of Kennedale Youth Association regarding a field contract and field rental access.*

*Lisa Rexrode of 1308 Quincy Drive, Mansfield, addressed the board on behalf of Kennedale Youth Association regarding a field contract and field rental access.*

*Derrick Kelly of 110 Peachtree Court, Kennedale, addressed the board on behalf of Kennedale Youth Association regarding a field contract and field rental access.*

*Brenda Cupps of 7116 Lakes End Court, Mansfield, addressed the board on behalf of Kennedale Youth Association regarding a field contract and field rental access.*

## 6. APPROVAL OF MINUTES

[22-4832](#)

Approval of Minutes - July 21, 2022

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

**Aye:** 6 - Wendy Collini; Bob Kowalski; Lindsay Cadenhead; Chris Osburn; Scot Bowman and Raul Najera

**Nay:** 0

**Abstain:** 0

## 7. CASH FLOW STATEMENT

[22-4833](#)

Cash Flow Statement - July 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 July was reviewed.*

*For the month of July, sales tax is up 16.8% for the month over last year and up 14.65% for the year. Matt informed the board that revenue is above projections for the year. An update on the programs, revenues, and public-private partnerships was provided to the board. Operating expenditures continue to be below budget appropriations by \$323,117 due to vacancies and salary and benefit savings. Capital Expenditure project updates were also provided to the board. The projected ending balance is \$7,659,995.*

## 8. DEPARTMENT UPDATES

[22-4835](#)

Monthly Report

### **PARK PLANNING DIVISION (James Fish)**

*McClendon Park West*

*Construction is moving forward in the back and front portions. The back section is*

getting ready to pour the court slab while working on the wiring for the new safety lighting. There have been some unexpected soil issues in the parking lot area that staff and the contractor are working through. The front section is working on the sewer line connection while grading is being completed. There have been some scheduling issues with Oncor that have held up the grading. Staff is working with both contractors to keep the area organized and the schedule moving forward. It is anticipated that the back section will be completed in September and the front section will be completed this winter.

*Gertie Barrett Park*

The park is in the earthwork and layout phase of construction with hardscape construction coming shortly. Construction is on pace for target completion this winter.

*Walnut Creek Linear Trail Phase 3B*

The design consultant is currently looking at the additional hydrologic study models of areas that will be affected by the current trail design under Matlock at Walnut Creek. Additional geotechnical investigation was required and completed around the Matlock creek bridge. In addition, the consultant is also identifying and preparing the right-of-way exhibits along Cannon Drive and Matlock Road. With the scope revision to include the grade separated crossing at Matlock and Walnut Creek, a new project schedule and opinion of cost is being developed and is expected by the end of the month. Final construction documents are still on schedule for the late Fall/ early Winter 2022.

*Katherine Rose Memorial Park*

On August 4th, staff held the second in-person public input meeting focused on adaptive and inclusive play which was attended by eight citizens. On August 12th, staff held a meeting with the design consultant team to give direction on the planning layout, court numbers and position, and take a detailed look at several park amenities, and architectural guidelines. From this discussion, the consultant will produce a new timeline for the master plan, a phased implementation plan, and a first draft of the opinion of cost. Once the plans are complete, we anticipate bringing the proposed master plan to the Board for consideration and approval.

## **PARK OPERATIONS DIVISION (Toby Fojtik)**

Hot Texas weather has kept park crews busy with heavy tree limbs in need of pruning. A large 25-foot Cedar Elm was removed from Rose Park. Ponds are all experiencing low water levels and fountain malfunctions. Our irrigation technicians have been very busy doing all they can to keep grass, fields, and planter beds from burning up. The month of July was used to improve the baseball fields with updated irrigation, leveled

Park Operations is looking to hire Irrigation and Landscape Technicians as the department prepares for additional parks and splash pads.

## **RECREATION DIVISION (Amanda Alms)**

Kid Zone Summer Camp had a successful summer. Each week 48 kids spent the week with us playing, learning, and exploring with friends. Summer Slam Pickleball Tournament allowed players from around the metroplex to compete indoors at the amazing Fieldhouse USA facility.

Fall Discount Day is August 18 where participants can find 15% savings online and 10% savings in person for upcoming programs and events. Senior Citizens Day will be

*held on Friday, August 19 at the Mansfield Activities Center. A day filled with fellowship, fun, and food meant to celebrate with our local seniors.*

## **MARKETING & COMMUNICATIONS (Ann Beck)**

*Ann Beck, Marketing & Communications Manager, gave an update to the board regarding the newly adopted department vision and mission.*

*The 100 Hours of PLAY campaign wrapped with over 1,500 participants logging nearly 5,000 hours playing outside this summer! We had nearly a dozen families cross the 200 and 300 marks, and many more hit the original goal of 100 hours. The campaign concluded with one last pop up at Rose Park, where we were joined by many other city departments, an ice cream truck and even a snow machine. Overall very successful effort and we are already making plans for next year! This month was also busy gathering input on the Rose Park master plan, with multiple public meetings, an online survey, individual focus sessions and a focus group of 48 Kids Zone campers to capture what Mansfield residents really want and need from their new playground.*

*Focus is now shifting to fall program promotions, planning for fall events like the new Maintenance Rodeo and modified Hometown Holidays, and creating campaigns around the new department brand.*

## **DIRECTOR'S REPORT (Matt Young)**

*Matt Young, Director of Community Services, summarized the new monthly report that will be in the agenda packet each month. Matt updated the board on the proposed FY2022-2023 budget from the City Manager. He informed the board of personnel vacancies the department is hiring for, and a transfer of funds from MPFDC to the general fund for a portion of the shared service costs. Matt informed the board that City Council will adopt the FY2022-2023 budget during their meeting on Monday, September 12th, 2022. An update on the board applications and the CAPRA accreditation process was provided to the board. Matt proposed amending the MPFDC bylaws to state the budget adoption will take place 30 days before the beginning of the new fiscal year on October 1st instead of the current 60-day requirement, with further discussion to take place in future MPFDC board meetings.*

*July is National Parks and Recreation Month and as usual, we celebrated by being extra busy! Our staff has been keeping up with the summer rush between camps, classes, outreach and heavier than usual park attendance like the pros they are, and Mansfield residents have enjoyed their summer thanks to them.*

*Administratively, we have been finalizing the FY 2022-23 budget and the work plan for the upcoming year's projects. The Rose Park Master Plan is heading into the next phase after wrapping up another public meeting, a focus group with Kids Zone campers and some one-on-one sessions with families who have children with special needs or accessibility challenges. Their insight has been incredibly valuable as we move forward in the planning and design. Last month, we submitted a grant to Texas Parks and Wildlife for James McKnight Park West. We should have an update in January 2023 but will move forward with that design and master planning in the meantime.*

*Finally, we are sad to share that Deputy City Manager Shelly Lanners, who served as Director of Parks and Recreation/Community Services for 13 years, is retiring at the end of this year. Her impact on the city, and this department especially, cannot be*

*overstated, and we know you join us in wishing her the best as she finally gets some well-deserved rest. We will have more information about a reception or other recognition planned in her honor as the date approaches.*

**9. BOARD COMMENTS**

- Chris Osburn stated it was great to see the newly adopted department vision and mission statement and said they were fantastic.*
- Raul Najera asked for clarification on the City's fishing policy, Toby Fojtik provided the information.*
- Lindsay Cadenhead said the newly adopted vision and mission statements were a great fit, and seem to represent who we already are and also set some good goals. She commented that the statements speak volumes of the integrity of the department.*

**10. INFORMATIONAL ITEMS**

**11. ADJOURNMENT**

*Wendy Collini, President, adjourned the Regular Meeting at 7:48 p.m.*

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Wendy Collini, President

ATTEST

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Sarah Speer, Administrative Assistant II  
Parks and Recreation