



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, November 17, 2022

6:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Scot Bowman, President, called the Regular Meeting to order at 6:08 p.m.

Absent 1 - Lindsay Cadenhead

Present 7 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera; James Tiller and Jessica Hinojosa

2. RECESS INTO EXECUTIVE SESSION

No Executive Session was held.

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

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
Project #11-22-01

3. RECONVENE INTO REGULAR SESSION

4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

None

5. CITIZENS COMMENTS

None

6. CASH FLOW STATEMENT

[22-5062](#)

Cash Flow Statement - October 31, 2022

A month-to-month sales tax comparison through October was reviewed. For the

month of October, sales tax is up 6.14% for the month over last year and up 9.31% for the year. A Cash Flow should be provided at the next Regular Meeting. The projected ending balance is just under \$7,900,000.

7. **DEPARTMENT UPDATES**

[22-4835](#)

Monthly Report

PARK PLANNING DIVISION (James Fish)

McClendon Park West

Construction continues with developments on the splash pad area and the basketball construction sections of the park. On the splash pad, all utility connections to Broad Street have been installed and the footers for the retaining walls are in place. The subsurface piping for water and sewer is in place and forming is underway for anticipated surfacing in mid-November. The basketball and parking concrete has been completed. Striping of the parking and the courts along with amenity installation is underway. Final grading, lighting and cleanup is underway to wrap up the project by the end of the month. Staff is working with both general contractors to keep the area organized and the schedule moving forward to completion of both projects.

Gertie Barrett Park

The park earthwork is complete with hardscape construction of the drive, parking areas, restroom foundation, and pavilion slabs approximately 90% completed. The playground equipment installation is 100% complete. The playground safety surface base material has been installed. Work continues on the two pavilions and sitting areas internal to the sprayground and playground. Discussions with the adjacent property owner have concluded on the use of the private drive and improvements will be allowed and we are awaiting a signed agreement. Construction of the park is on schedule and remains unchanged for completion this winter.

Walnut Creek Linear Trail Phase 3B

The scope of the project has been modified to include the grade separated crossing at the Walnut Creek bridge under Matlock Road. This removes the traffic signal and associated trail work on the west side of Matlock north of the creek. The project is regrouping and a modified schedule has been requested due to the additional scope of work. Staff anticipates that discussions with private property owners where right-of-way acquisition will be needed will begin in December.

Katherine Rose Memorial Park

The final draft of the master plan concept has been updated, with a proposed phase one development plan created. Staff is evaluating the phase one plan to look at included elements for moving forward with construction documents in early 2023.

Skinner Sports Complex

Staff internally put together a plan and is in the process of obtaining bids for the fencing realignment and painting. Staff has been in contact with three prefabricated building suppliers and has not had a lot of results in obtaining an actual quote to meet our needs. Staff has begun to look at alternative methods for the building construction. Staff has begun to look at the entry plaza and will add the entry walk features (trees, benches and lighting) after some of the other features are in place. Staff anticipates this to be a project that lasts through 2023 and potentially into 2024 depending on budget allocations. All of the improvements are being planned to be completed during MYBA's off season as much as possible to provide limited

disruption to the league play.

PARK OPERATIONS DIVISION (Toby Fojtik)

The Park Operations Team competed at the TRAPS North Branch Maintenance Rodeo and took first place in the irrigation challenge. The Rodeo was well attended by staff, and it was a great team effort. Park Operations began training with a focus on irrigation, welcoming three new hires who joined the team in October. Staff addressed several main line leaks and irrigation controllers not working due to the 5G network that provided training opportunities for the new team members. The rain also caused some damage to a number of athletic fields that required crews to make several turf repairs. Skinner Sports Complex restrooms and pavilions near the soccer fields were painted to provide a fresh look. Extra attention to the soccer goal areas allowed for the low points to be filled in and patched for safe playing. Two shade structures at Chandler Park were replaced.

Fall planting efforts continue throughout the city with a focus on additional wildflower areas that will be added near the Shelly D. Lanners Administration building and at Julian Field Park. Aeration and fertilizing has started on the medians in preparation for the winter months. The irrigation team will be focused on winterizing the irrigation systems. Tree trimming and limb cleanup in the parks will be keeping the crews busy these next months.

RECREATION DIVISION (Amanda Alms)

October had a strong showing in programming, culminating in our signature Halloween event - Boo Bash. 385 participants came to the MAC for carnival-style games, crafts, and snacks. Despite a rainy evening, the event went very smoothly, and many compliments were received. "Well organized from check in to activities. Loved that there were a lot of activities even for a 3-year-old! Great event!" "My daughter never ran out of things to do without getting overwhelmed. We played games, ate snacks, did crafts, and took pictures. Everyone was so nice and enthusiastic. We just had a wonderful time." In addition, there was a great turn out to the Fall Family Night that was hosted by the Nature Education team. The two-night nature hikes that took place in October were very well received. During one of the hikes, a barred owl flew in and sat in the tree very close to the guests. Everyone was able to get a good look at her and she "talked" a few times to the group which created a remarkable experience for all.

The Senior Lifestyles group celebrated Veterans Day with a brunch and celebration of services. Kids Zone will be offered for the Veterans Day holiday where the kids will enjoy a day of jungle gyms and arcade games at Kid Mania. On November 19 from 5:30-7:00 pm, an evening by the campfire revel will offer a family friendly evening by a roaring fire at Rose Park. The group will make s'mores, stargaze, sing, and listen to the stories behind the common constellations. On November 22 from 5:30-7:00 pm, Family Nerf Night will offer two back-to-back sessions at the MAC. Participants bring their own blasters, and we supply the darts for an evening of rotational games such as Capture the Flag, Zombie, and Last Man Standing. On November 21-23, Kids Zone Fall Break will be offered over the Thanksgiving break for up to 24 kids. The MAC will be closed November 24-27 for Thanksgiving and the bi-annual floor waxing.

EXECUTIVE DIRECTOR'S REPORT (Matt Young)

On October 26th, we officially dedicated the pond behind the Shelly D. Lanners Administration building after Toby Goodman. Mr. Goodman was a longtime Mansfield

resident, attorney and State Representative. But more than that, he was a fierce advocate for those without a voice, dedicating his time and legislative power to children in foster care, animal rights and other often overlooked issues. He was just as passionate about his love for Mansfield, helping the small community grow and develop into the world-class city we enjoy today. He was dedicated and determined in how he fought for what he believed in, but just as equally in how he showed his love. Friends, family, colleagues and city leaders are quick to mention his smile, his sense of humor, and his larger-than-life heart. He advocated not with power, but with love. Not only was Rep. Goodman a proud supporter of the parks, he lived in a home on that very pond until his death in 2021.

Work will begin in December to start assessing all of our parks and facilities for the ADA Transition Plan to be completed in 2023. Once the consultant team completes all of the field work, detailed reports will be created for each facility with recommendations, priorities and cost estimates. Staff will provide updates to the MPFDC each month on the project status.

In January, we will start work on the Financial Sustainability project that will perform a comprehensive cost of service analysis for the department. The project will kick off with a joint work session between the City Council and MPFDC on January 23, 2023 in conjunction with the regular City Council meeting.

8. **NEW BUSINESS**

[22-5058](#)

Resolution - A Resolution to Consider Amending the 2020 Parks, Recreation, Open Space and Trails Master Plan to Adopt the Department's New Vision and Mission Statements

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

Aye: 7 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera; James Tiller and Jessica Hinojosa

Nay: 0

Absent: 1 - Lindsay Cadenhead

Abstain: 0

[22-5059](#)

Resolution - A Resolution to Consider Amending the Corporation's Bylaws to Establish Term Limits for Board Members and Amend Time for Budget Approval

A motion was made by Osburn, seconded by Board Member Najera, that this matter be Approved . The motion CARRIED by the following vote:

Aye: 7 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera; James Tiller and Jessica Hinojosa

Nay: 0

Absent: 1 - Lindsay Cadenhead

Abstain: 0

[22-5060](#)

Resolution - A Resolution to Consider Amending the Corporation's Certificate of Formation to Establish Term Limits for Board Members

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

Aye: 7 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera; James Tiller and Jessica Hinojosa

Nay: 0

Absent: 1 - Lindsay Cadenhead

Abstain: 0

[22-5061](#)

Discuss and Consider Cancellation of December Regular MPFDC Meeting

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

Aye: 7 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera; James Tiller and Jessica Hinojosa

Nay: 0

Absent: 1 - Lindsay Cadenhead

Abstain: 0

9. BOARD COMMENTS

- The Board welcomed new member James Tiller.

- Scot Bowman, President, congratulated the department on the awards recently won. He also commended staff for a great senior breakfast for the Veteran's Day event.

10. INFORMATIONAL ITEMS

Matt Young, Executive Director, informed the board on the Hometown Holidays schedule this year.

11. ADJOURNMENT

Scot Bowman, President, adjourned the Regular Meeting at 6:53 p.m.

Scot Bowman, President

ATTEST

Sarah Speer, Administrative Assistant II
Parks and Recreation