



CITY OF MANSFIELD

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

Meeting Minutes

Mansfield Park Facilities Development Corporation

Thursday, April 20, 2023

5:00 PM

City Hall Council Chambers

1. CALL TO ORDER

Scot Bowman, President, called the regular meeting to order at 5:02 p.m.

Absent 2 - Lindsay Cadenhead and James Tiller

Present 6 - Wendy Collini; Bob Kowalski; Chris Osburn; Scot Bowman; Raul Najera and Jessica Hinojosa

2. CITIZENS COMMENTS

The following citizens addressed the board regarding James McKnight Park West improvements. The citizens expressed they would not like certain park improvements, including the installation of pickleball courts, a restroom building and bright lights.

*Phyllis Looney of 220 Juniper Street, Mansfield
Robert Arneel of 204 North Wisteria Street, Mansfield
Tracy Howard of 216 Juniper Street, Mansfield
Judy Howard of 216 Juniper Street, Mansfield
Scott Horn of 217 Juniper Street, Mansfield
Jessica Angell of 217 North Wisteria Street, Mansfield
Robert Sam of 206 North Wisteria Street, Mansfield
Sandra Myers of 1307 Palm Street, Mansfield
Laurie Liberto of 209 North Wisteria Street, Mansfield*

3. RECESS INTO EXECUTIVE SESSION

Scot Bowman, President, recessed into Executive Session at 5:54 p.m.

A. 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
Project #04-23-01

4. RECONVENE INTO REGULAR SESSION

Bob Kowalski, Vice President, reconvened into regular session at 6:22 p.m.

Absent 3 - Lindsay Cadenhead; Scot Bowman and James Tiller

Present 5 - Wendy Collini; Bob Kowalski; Chris Osburn; Raul Najera and Jessica Hinojosa

5. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

Pursuant to discussions in Executive Session, Wendy Collini made a motion to authorize the purchase of property located at 620 West Broad Street for the Walnut Creek Linear Trail system.

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

Aye: 5 - Wendy Collini; Bob Kowalski; Chris Osburn; Raul Najera and Jessica Hinojosa

Nay: 0

Absent: 3 - Lindsay Cadenhead; Scot Bowman and James Tiller

Abstain: 0

6. CASH FLOW STATEMENT

[23-5297](#)

Cash Flow Statement - March 31, 2023

A month-to-month sales tax comparison through March was reviewed. For the month of March sales tax is up 12.59% for the month over last year and up 22.19% for the year. A Cash Flow report is still pending while the city continues to transition to a new financial management software.

7. APPROVAL OF MINUTES

[23-5295](#)

Approval of Regular Meeting Minutes - March 16 , 2023

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

Aye: 5 - Wendy Collini; Bob Kowalski; Chris Osburn; Raul Najera and Jessica Hinojosa

Nay: 0

Absent: 3 - Lindsay Cadenhead; Scot Bowman and James Tiller

Abstain: 0

[23-5296](#)

Approval of Special Meeting Minutes - April 6, 2023

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

Aye: 5 - Wendy Collini; Bob Kowalski; Chris Osburn; Raul Najera and Jessica Hinojosa

Nay: 0

Absent: 3 - Lindsay Cadenhead; Scot Bowman and James Tiller

Abstain: 0

8. DEPARTMENT UPDATES

[23-5299](#)

Monthly Report

PARK PLANNING DIVISION (James Fish)

McClendon Park West

Construction on the park renovations, which included new basketball courts, parking lot expansion and the addition of a splash pad and new restroom facilities, wrapped up in March. Staff is working on site cleanup and getting the splash pad fully operational for the park opening and ribbon cutting on April 22.

Gertie Barrett Park

This brand new neighborhood park was completed in March, bringing nine acres with a playground, walking trail, restroom and splash pad to the northwest quadrant. Staff is working on site cleanup and getting the splash pad fully operational for the park opening and ribbon cutting on April 22.

Walnut Creek Linear Trail 3B

Staff has completed the review and comments for the consultant's 30% construction plans. Additional discussions with the city's engineers regarding the hydrologic impacts under the bridge were also completed this month. Economic development staff are helping coordinate discussions with the five private property owners where right-of-way (ROW) acquisition or easements are needed. The project is tentatively scheduled to be advertised for bidding this summer and construction beginning in the fall of 2023 pending ROW acquisitions.

Katherine Rose Memorial Park

The first phase was planned to provide a larger, inclusive playground with a realigned roadway and parking lot. On March 6, the City Council passed a resolution authorizing the use of \$4m of American Rescue Plan Act funding towards the project. This additional funding will allow for the construction of new restrooms, pavilions, tennis courts, pickleball courts, basketball courts, sand volleyball courts and a story walk trail. With this revised scope of work, the consultant is developing a proposal to design and engineer the first phase of the master planned park improvements that will be presented to the MPFDC and City Council for approval in April.

Skinner Sports Complex

Staff has completed and reviewed a 50% draft of proposed improvements. From comments made in this review, staff is currently working towards a 75% draft of proposed improvements for presentation to, and discussion with, MYBA. After this final review, construction documents will be completed and projects advertised for bid. All of the proposed improvements are being planned for installation during MYBA's off season to provide as little disruption to their seasons as possible. Staff anticipates to bid and install work for this project throughout the rest of 2023 and potentially into 2024, dependent upon budget allocations.

The fence painting contractor is on schedule to complete their work in April. The foul line fencing work will be delayed until the end of the MYBA spring season (May 31) to avoid conflicts. Design of the restroom expansion/remodel project is anticipated to be completed in April. The enhanced field entryway design is anticipated to be completed in May. The project schedule is currently planned to bid the project this summer and start construction in the fall.

PARK OPERATIONS DIVISION (Toby Fojtik & Brian Coatney)

The Oliver Nature Park bluebonnets and wildflowers are blooming with a spectacular show this year. Park visitors are taking advantage of all the blooms with annual Texas wildflower pictures. Split rail fencing has been added to the circle drive at Oliver Nature Park to prevent cars from parking on the grass filled areas. Brand new plantings last fall have begun to show blooms at Julian Feild Park and near the Toby Goodman Pond. Rose Park and Chandler Park security cameras have been upgraded to a new system for better coverage. Trail repairs are taking place to keep the path accessible for all users. Users can now see out of the new windows that have been installed at the Chandler Park football building on the second floor. Skinner Sports Complex will have a new automated gate at the park entrance when electrical adjustments are completed. Five of the nine baseball fields have freshly painted fencing. Beautification design, planter bed preparation, and parking lot curb repairs are underway at the public private partnerships in an effort to create welcoming and remarkable experiences for users from the moment they enter the parking lot of each site. Median irrigation and planter bed preparations have started for the upcoming summer planting to begin.

RECREATION DIVISION (Amanda Alms)

Spring has sprung with increased participation in nature education classes, Oliver Nature Park field trips, scouting programs, and fishing partnerships. Kids Zone summer camp registration sold out in less than 30 minutes. A waiting list has been established to work toward getting as many kids in camp as possible. Hiring for the summer camp counselors is full speed ahead with the hope of finding 12 staff who can provide a welcoming and remarkable experience for our summertime campers. The SUPERKids Family Night event was well received with 25 participants who were able to enjoy a fun-filled sensory friendly experience for families to gather and play at the MAC. Nerf Night is a continued success with over 110 participants gathering for yet another family fun night at the MAC. The MAC management team, along with members of parks and recreation administration and the office of emergency management for the City of Mansfield, hosted an American Red Cross Disaster Shelter Fundamentals training class to assist the community when needed. The senior lifestyles program is seeing additional members join in on the retirement fun with several springtime adventures such as an Easter picnic, trips to the Fort Worth Zoo and Canton First Trade Mondays, as well as programs on aromatherapy and poetry.

MARKETING & COMMUNICATIONS (Ann Beck)

A few really successful social campaigns have our stats through the roof this month! First, a series of Taylor Swift-related content to tie in to the DFW concert (and rabid fan base!) that ended with an incredibly well performing April Fool's joke. Then, we recreated the 2018 bluebonnet photos with park crews (by popular demand!) but added shelter dogs. This month included three outreach events, first with a chalk art contest on the Monday of spring break as part of Arts Week. The contest had 62 entries and

another dozen or so families who colored just for fun. It was a great, simple family event that got people outside enjoying screen-free time together. On March 25, we celebrated the first official "Opening Day" at the sports complex. Staff was onsite at Skinner baseball and soccer fields, as well as McKnight softball, to pass out commemorative pennants. It was very well received and we anticipate it becoming an annual event. Finally, on April 7, we hosted a rock painting/hunting event at James McKnight Park East. Kids painted rocks and hid them along the trail for other children to find. Again, it was an easy and fun way to spend a school holiday and encourage families to enjoy the parks on their break. All focus is now on the three-ring ribbon cutting extravaganza and all of the events associated with PRESERVE, our theme for April/May.

EXECUTIVE DIRECTOR'S REPORT (Matt Young)

Parks and recreation crews spent the winter months making improvements to the parking lot areas at Big League Dreams (BLD) and Hawaiian Falls. This work included clearing vines on the back walls of the BLD fields and removing trash trees and other undesirable plant material from behind the fields and trimming existing trees. Dead plant material and weeds were removed from landscape beds and decomposed granite added to them. Curb repairs are scheduled to be completed within the next two weeks. More decomposed granite will be installed in the remaining beds and we will begin developing a plan to install plant material and landscape boulders.

Parks and recreation staff developed planting plans for the landscape beds around the buildings at the Fieldhouse, StarCenter and Mansfield National Golf Club. Irrigation repairs are ongoing and once it is near completion, plant material will be ordered and installed. The parking lot islands are being cleared of dead plant material and leveled out in preparation for new plant material and decomposed granite.

BLD staff continue their improvements to the fields, including repairing/replacing field turf and pavilion turf, painting outfields and dugouts, replacing outfield graphics and repairs to chain link fences.

At Mansfield National, Arcis has completed the renovation of the sand bunkers on the course. They are continuing their work on replacing sections of the cart paths, as well as renovation of the electrical system in the cart barn for electric golf fleet conversion and replacement of the flooring in the clubhouse.

During the off season, Pro Parks is implementing a new AOP secondary sanitization system that will improve water clarity and disinfect water by oxidizing organic and inorganic contaminants. Due to high demand, they are adding rental cabanas along the lazy river. The park will also see the typical re-painting of slides and play equipment. The park will open to private rentals in early May and the opening day for the public will be Memorial Day weekend.

9. OLD BUSINESS

[23-5139](#)

Discussion; MPFDC FY2023-2024 Budget

Matt Young, Executive Director of Community Services, provided the board with an update on the budget process for 2023-2024.

[23-5206](#)

ADA Transition Plan Update

Matt Young, Executive Director of Community Services, provided the board with an update on the ADA transition plan.

10. NEW BUSINESS

[23-5298](#)

Discuss and Consider the Approval of a Professional Services Agreement with Parkhill, Inc., in the amount of \$711,563 for Design, Engineering and Construction Documents Related to Phase 1 Improvements at Katherine Rose Memorial Park and Hardy Allmon Soccer Complex

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

Aye: 5 - Wendy Collini; Bob Kowalski; Chris Osburn; Raul Najera and Jessica Hinojosa

Nay: 0

Absent: 3 - Lindsay Cadenhead; Scot Bowman and James Tiller

Abstain: 0

11. BOARD COMMENTS

The board members expressed their excitement for the park opening and park re opening this weekend, and thanked staff for their hard work and dedication to the city.

12. INFORMATIONAL ITEMS

None.

13. ADJOURNMENT

Bob Kowalski, Vice President, adjourned the Regular Meeting at 6:47 p.m.

Scot Bowman, President

ATTEST

Sarah Speer, Administrative Assistant II
Parks and Recreation