



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, July 21, 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 6:04 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 6:05 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

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

Future Park Use

#### 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

*None.*

6. **APPROVAL OF MINUTES**

[22-4784](#)

Approval of Regular Meeting Minutes - June 16, 2022

**A motion was made by Bowman, seconded by Kowalski, 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

7. **CASH FLOW STATEMENT**

[22-4790](#)

Cash Flow Statement - June 30th, 2022

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

*For the month of July, sales tax is up 13.72% for the month over last year and up 14.38% 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 board. Operating expenditures continue to be below budget appropriations by about \$333,000 due to savings in legal fees, vacancies, and salary and benefit savings. The projected ending balance is \$7,525,000.*

8. **DEPARTMENT UPDATES**

**PARK PLANNING DIVISION (James Fish)**

[22-4776](#)

Monthly Update on Capital Projects

*On June 6th, staff held a meeting with Kimley-Horn to discuss the conflicts identified in their site analysis. Several key factors were addressed and direction was given to proceed with further design. Staff is currently holding interdepartmental meetings with city staff and Kimley Horn's team to discuss construction models and exhibits. This selection will reconfigure the design schedule and the full scope of the project. Final deliverables are expected in the late Fall.*

**McCLENDON PARK IMPROVEMENTS**

*Construction has begun in the back and front portions of the park. Demolition and grading have commenced in the back section while the front portion prepares to start the same. Staff is working with both general contractors to keep the area organized and the schedule moving forward. It is anticipated that the back section will be completed in August and the front section will be completed this winter.*

**GERTIE BARRETT PARK**

*The construction permit has been issued and construction is underway with survey, site demo, installation of storm water protections and the main construction entrance complete. Despite numerous attempts to communicate with the property owner of the private drive (Garretson Lane), staff has not received a response in several months. Staff is working with the City Attorney's office on the how to proceed on the private drive. Construction is moving at a rapid pace and is on schedule for completion this upcoming winter.*

**KATHERINE ROSE MEMORIAL PARK**

*The purpose of this project is to master plan the redevelopment of Katherine Rose Memorial Park, Hardy Allmon Soccer Complex and the newly acquired land at the north end of Smith Street. The master plan will address needed infrastructure and recreational amenities within the combined 55 acres of parkland. Parkhill | Schrickel Rollins' services were procured in the amount of \$76,500 to perform a site opportunities evaluation, facilitate community input, prepare a master development plan. From that plan, the location of phase one improvements will be determined for a new inclusive playground, restroom comfort facility along with realigned parking all while maintaining the essence of the original park setting.*

*On June 24th, staff held the first public input meeting at a pop up event at Rose Park and launched the public input survey online. On July 7th, the first in person public meeting was held at City Hall with 22 citizens in attendance. The online survey closed on July 11th with 462 respondents. Staff and the consultants are reviewing the data collected and will fold this information into the concept plan, refine the concepts and present the information for staff review in the next couple of weeks. Upon staff review and comments, the consultants will begin the task of developing the masterplan, opinions of cost and phasing plans for construction based upon the budget amount available. Once those plans are complete, we anticipate bringing to proposed plan to the Board for consideration and approval.*

**PARK OPERATIONS DIVISION (Toby Fojtik)**

[22-4777](#)

**Monthly Update on Maintenance of Parks & Facilities**

*Athletic Fields: The summer athletic season is full of end-of-the-year tournaments, clinics, and team tryouts opening up the athletic fields for rentals to the general public.*

*Skinner Sports Complex: Several games from the World Series baseball tournament were played as the final event this June at the Skinner Sports Complex. The baseball fields have been shut down for July to level the foul areas, add top dressing with materials to the infields, aerate the outfields, and water the fields for new growth. The planter beds have been updated with new perennial flowers and rock moss boulders to highlight the entrance leading into baseball. Irrigation audits took place to make sure an appropriate water schedule could be put in place.*

*McKnight East: The planter beds have been updated with new perennial flowers and rock moss boulders by the pavilions. Irrigation audits and repairs were made including replacing three valves, replacing damaged heads, and adjusting the water schedule to compensate for the lack of rain and high temperatures. Concrete pads will be installed soon under the shade structures and for new benches and trash cans to be installed.*

*\*General Maintenance meaning = Mowing, edging, blowing trails/dugouts, trash runs, cleaning restrooms*

*Community Parks: The summer season has filled the parks full of participants playing on amenities, renting park pavilions, running in 5k races, playing tennis and other sports, as well as several people taking advantage of the splash pad to cool off from the many days that have been over 100 degrees.*

*Clayton W. Chandler Park: Azaleas were added by the sidewalk area that led into the park. The planter bed has been updated with new perennial flowers and rock moss boulders to highlight the entrance. The pond was treated for weeds and algae. The volleyball courts received an upgrade with 40 yards of fresh sand added.*

*Katherine Rose Memorial Park/ Town Park / Walnut Creek Linear Trail: The Main Street bridge by Town Park was painted to cover up the graffiti that was displayed underneath the bridge on the trail path. The planter beds throughout these parks are in the process of being updated with new perennial flowers and rock moss boulders to highlight the entrances. Irrigation audits were completed to make sure an appropriate water schedule could be put in place. The pond fountain stopped working and is at Magnolia Fisheries for repair.*

*Oliver Nature Park: The pond has been treated for weeds and algae. New benches are in the process of being installed on concrete slabs along the trails. The planter beds have been updated with new perennial flowers and rock moss boulders to highlight the entrance. Trees have been removed from areas that were protruding onto citizens property on Enchanted Lane.*

*McClendon West Park: The fencing, tables, trash cans, and other park inventory have been removed from the site to allow for construction to proceed.*

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

*Special Events: Park Operations staff assisted with the Mansfield Rocks citywide event.*

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

### **[22-4778](#)**

#### **Monthly Update on Current Programs & Services**

*Mansfield Activities Center: Kids Zone is off to a great start with 48 kids each week and several on the waitlist. The day camp is housed at Annette Perry Elementary this summer and they have been active with games, crafts, special guests, water parks, and field trips. This summer the program expanded from 36 to 48 kids and it is going well. In addition, several mini camps are offered, along with regular programming, day camp, and rentals. There were 713 recreation program registrations and 332 athletic program registrations (mainly pickleball). The big event offered on Friday, June 10 had 229 participants in two different sessions for Family Nerf Night. Participants were divided into four teams and played a variety of timed games including Hunger Games, Team Combat, Zombies vs Humans, and Parents vs Kids.*

*Senior Lifestyles: The Mansfield Senior Lifestyles program celebrated Juneteenth with*

*40 Seniors enjoying trivia pages, festive bingo sponsored by Humana, and an amazing crispy chicken tender lunch. Our seniors took a trip to the Frontiers of Flight Museum with 13 participants making a fun filled day of it. The next trip will be the Kimball Art Museum. Daily there are about 31 participants with about 56 senior program participants.*

*The First Methodist Church of Mansfield will be bringing their Special Needs Group to volunteer on July 21, 2022 with the Senior Lifestyles Program. The group will sponsor lunch, visit with the seniors, play bingo, and present the seniors with a handmade gift. In 1988, President Ronald Reagan proclaimed Senior Citizens Day a holiday to raise awareness about issues that affect senior citizens and their quality of life. Senior Citizens Day celebration will take place on Friday, August 19, 2022 at the MAC.*

*Nature Education: Growing Up Wild and Eco Explores preschool programs help students learn about nature in weekly classes. Little Explorers preschool program meets once a month to learn about a new animal, meet a live animal, read a book, make a related craft, and go for a small hike. June 2nd, 15 students learned about ecosystems during our Terrarium Workshop program. June 2nd, 18 kids came out to have a fun time painting rocks to take home or hide through our parks. June 6-10 Nature Education Camp had 17 campers that learned about outdoor adventures like archery, fishing, camping, and Leave No Trace. June 12th, 10 Girl Scouts learned about art through nature activities and created their own recycled seed paper. June 13-17 Nature Education Camp had 12 campers that learned about animals that call Texas home and met our Wildlife Ambassadors to get an up-close look at these critters. July 18-29 there will be weekly Nature Education Camps that are set to host 15-20 participants weekly.*

*Oliver Nature Park Field Trips started up with three daycares coming out to the park, teaching 90 students about nature while hiking through the park and completing hands-on learning stations. Kayaking tours for June took place on June 4th & 26th where 23 guests enjoyed a scenic tour of Mountain Creek learning about plants and animals that were spotted along the way. July will offer summer programs such as kayaking tours, animal classes, field trips, and more.*

*Athletics: The Mansfield Youth Baseball Association hosted games from the World Series at Skinner Sports Complex and Big League Dreams. Several soccer teams have rented fields this June and July. Mansfield Soccer Association hosted try-outs for their new team competitive team FC Mansfield. Mansfield Girls Softball Association hosted clinics for new players to learn the fundamentals and get involved. FieldhouseUSA hosted a flag football and lacrosse clinic outside on the fields.*

*The Red White Rockin' TRI will be hosted at Hawaiian Falls this Friday, July 29. The Summer Slam Pickleball Tournament held at FieldhouseUSA will take place from August 5-7, 2022. This annual tournament is sanctioned by USA Pickleball and is known for efficiency, exceeding expectations with a focus on a remarkable player experience.*

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

[22-4779](#)

### **Marketing & Communications Update**

*Ann Beck, Marketing & Communications Manager, provided the board with an update on current projects, programs, awards, and events. Ann provided the board with a*

packet of the results from the Rose Park concept public survey. An update on the summer campaign, 100 Hours of Play, was provided to the board along with marketing materials.

## DIRECTOR'S REPORT (Matt Young)

[22-4780](#)

### Monthly Update 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 updated the board on the July 11th meeting regarding the budget work sessions and reported that Council supported all of the projects MPFDC has been working on in the past few months and had no direction for our budget adoption. Matt informed the board that MPFDC has an agenda item at the next City Council meeting on July 25th regarding a Texas Parks and Wildlife grant for the James McKnight Park West project.

## 9. PUBLIC HEARINGS

[22-4775](#)

### Mansfield Park Facilities Development Corporation Proposed FY2022-2023 Budget Including Purchase of Land, Improvements to Existing Park Land, Construction of New Parks and Facilities, Paying Maintenance and Operating Costs of Such Projects, and Associated Fees

Wendy Collini, President, opened the Public Hearing at 7:18 p.m. and read the proposed FY2022-2023 budget into the record as follows:

Projected Beginning Balance	\$7,525,000
Revenues:	
Sales Tax	\$9,002,637
Utility Sales Tax	\$16,000
Interest	\$1,000
Mineral Lease	\$125,000
PARC Programs	
Mansfield Activities Center Fees	\$390,200
Outdoor Recreation Program Fees	\$50,000
Athletic Field Fees	\$140,000
Pavilion Rental Fees	\$52,000
Lease Revenue	
Other Fees (cell tower lease)	\$52,800
Mansfield National Golf Club	\$100,000
Hawaiian Falls	\$250,000
Big League Dreams	\$140,000
FieldhouseUSA Mansfield	\$600,000
Fieldhouse (transfer from General Fund)	\$321,132
StarCenter	\$440,000
Total Revenues	\$11,680,769

*Operating Expenditures:*

<i>Administration</i>	<i>\$1,590,330</i>
<i>Field Maintenance Operations</i>	<i>\$895,287</i>
<i>Community Park Operations</i>	<i>\$1,273,434</i>
<i>Neighborhood Park Operations</i>	<i>\$486,756</i>
<i>Nature Education Programs</i>	<i>\$244,876</i>
<i>Mansfield Activities Center Operations</i>	<i>\$1,064,473</i>
<i>Non-Departmental</i>	<i>\$325,364</i>
<i>Capital Equipment</i>	<i>\$387,815</i>
<i>Debt Service</i>	<i>\$3,157,847</i>

<i>Total Operating Expenditures</i>	<i>\$9,426,182</i>
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*Projects:*

<i>Annual - Land Acquisition</i>	<i>\$500,000</i>
<i>Annual - On-Street Bicycle Plan Implementation</i>	<i>\$25,000</i>
<i>Walnut Creek Linear Park - Phase 2A (design/construction)</i>	<i>\$1,000,000</i>
<i>Walnut Creek Linear Park - Phase 3B (design)</i>	<i>\$125,000</i>
<i>Walnut Creek Linear Park - Phase 4A (acquisition)</i>	<i>\$380,000</i>
<i>McClendon Park Nature Trail (design)</i>	<i>\$50,000</i>
<i>McClendon Park East - Playground</i>	<i>\$250,000</i>
<i>Oliver Nature Park - Parking Expansion</i>	<i>\$100,000</i>
<i>Mans Best Field Dog Park - phase 2 improvement</i>	<i>\$300,000</i>
<i>Julian Feild-James McKnight Park West (master planning)</i>	<i>\$200,000</i>
<i>Mansfield National Golf Club - Restrooms</i>	<i>\$300,000</i>
<i>Athletic Complex Improvements</i>	<i>\$1,000,000</i>
<i>Southwest Community Park (master planning/design)</i>	<i>\$1,000,000</i>

<i>Total Projects</i>	<i>\$5,230,000</i>
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<i>Projected Ending Balance</i>	<i>\$4,548,587</i>
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\*\*\*The Parks and Recreation Fee Schedule will remain the same as it was for FY2021-2022.

Wendy Collini, President, closed the Public Hearing at 7:23 p.m.

**10. OLD BUSINESS**

[22-4724](#)

**MPFDC 10-Year Strategic Business Plan**

*Matt Young, Director of Community Services, presented the Board with an updated copy of the 10-Year Strategic Business Plan reflecting updated ending balance figures*

and proposed budget information.

# 11. **NEW BUSINESS**

[22-4681](#)

Mansfield Park Facilities Development Corporation Proposed  
FY2022-2023 Budget Including Purchase of Land, Improvements to  
Existing Park Land, Construction of New Parks and Facilities, Paying  
Maintenance and Operating Costs of Such Projects, and Associated  
Fees

<i>Projected Beginning Balance</i>	<i>\$7,525,000</i>
<i>Revenues:</i>	
<i>Sales Tax</i>	<i>\$9,002,637</i>
<i>Utility Sales Tax</i>	<i>\$16,000</i>
<i>Interest</i>	<i>\$1,000</i>
<i>Mineral Lease</i>	<i>\$125,000</i>
<i>PARD Programs</i>	
<i>    Mansfield Activities Center Fees</i>	<i>\$390,200</i>
<i>    Outdoor Recreation Program Fees</i>	<i>\$50,000</i>
<i>    Athletic Field Fees</i>	<i>\$140,000</i>
<i>    Pavilion Rental Fees</i>	<i>\$52,000</i>
<i>Lease Revenue</i>	
<i>    Other Fees (cell tower lease)</i>	<i>\$52,800</i>
<i>    Mansfield National Golf Club</i>	<i>\$100,000</i>
<i>    Hawaiian Falls</i>	<i>\$250,000</i>
<i>    Big League Dreams</i>	<i>\$140,000</i>
<i>    FieldhouseUSA Mansfield</i>	<i>\$600,000</i>
<i>    Fieldhouse (transfer from General Fund)</i>	<i>\$321,132</i>
<i>    StarCenter</i>	<i>\$440,000</i>
<i>Total Revenues</i>	<i>\$11,680,769</i>

<i>Operating Expenditures:</i>	
<i>Administration</i>	<i>\$1,590,330</i>
<i>Field Maintenance Operations</i>	<i>\$895,287</i>
<i>Community Park Operations</i>	<i>\$1,273,434</i>
<i>Neighborhood Park Operations</i>	<i>\$486,756</i>
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<i>Mansfield Activities Center Operations</i>	<i>\$1,064,473</i>
<i>Non-Departmental</i>	<i>\$325,364</i>
<i>Capital Equipment</i>	<i>\$387,815</i>
<i>Debt Service</i>	<i>\$3,157,847</i>
<i>Total Operating Expenditures</i>	<i>\$9,426,182</i>

*Projects:*



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Annual - Land Acquisition	\$500,000
Annual - On-Street Bicycle Plan Implementation	\$25,000
Walnut Creek Linear Park - Phase 2A (design/construction)	\$1,000,000
Walnut Creek Linear Park - Phase 3B (design)	\$125,000
Walnut Creek Linear Park - Phase 4A (acquisition)	\$380,000
McClendon Park Nature Trail (design)	\$50,000
McClendon Park East - Playground	\$250,000
Oliver Nature Park - Parking Expansion	\$100,000
Mans Best Field Dog Park - phase 2 improvement	\$300,000
Julian Feild-James McKnight Park West (master planning)	\$200,000
Mansfield National Golf Club - Restrooms	\$300,000
Athletic Complex Improvements	\$1,000,000
Southwest Community Park (master planning/design)	\$1,000,000
Total Projects	\$5,230,000

Projected Ending Balance \$4,548,587

\*\*\*The Parks and Recreation Fee Schedule will remain the same as it was for FY2021-2022.

**A motion was made by Bowman, seconded by Board Member 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

[22-4783](#)

Consider Support for a Grant Application to the Texas Parks and Wildlife Department for Matching Fund Assistance for Development of James McKnight Park West.

**A motion was made by Kowalski, seconded by Board Member 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

## 12. **BOARD COMMENTS**

-Scot Bowman said he was excited to see how committed Council is to still making progress on the proposed bond projects. He hopes there will be an all-board meeting in the future to share a set vision.

13. **INFORMATIONAL ITEMS**

*Board appointment applications are due by July 31st.*

14. **ADJOURNMENT**

*Wendy Collini, President, adjourned the Regular Meeting at 7:32 p.m.*

\_\_\_\_\_  
Wendy Collini, President

ATTEST

\_\_\_\_\_  
Sarah Speer, Administrative Assistant II

I, the undersigned authority do hereby certify that the above agenda was posted on the bulletin board next to the main entrance of the City Hall, 1200 East Broad Street, of the City of Mansfield, Texas, in a place convenient and readily accessible to the general public at all times and said Agenda was posted on the following date and time: Friday, July 15, 2022 by 5:00 p.m., and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

\_\_\_\_\_  
Sarah Speer, Administrative Assistant II  
Parks and Recreation

\_\_\_\_\_  
Approved as to Form by Allen Taylor, Attorney

This building is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting. To make arrangements, call (817) 473-0211 or (TDD) 1-800-RELAY TX, 1-800-735-2989.