



CITY OF MANSFIELD

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

Meeting Agenda

Mansfield Park Facilities Development Corporation

Thursday, May 18, 2023

6:00 PM

City Hall Council Chambers

Amended Agenda

1. **CALL TO ORDER**

2. **RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

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

3. **RECONVENE INTO REGULAR SESSION**

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

5. **CITIZENS COMMENTS**

CITIZENS WISHING TO ADDRESS THE BOARD ON NON-PUBLIC HEARING AGENDA ITEMS AND ITEMS NOT ON THE AGENDA MAY DO SO AT THIS TIME. ONCE THE BUSINESS PORTION OF THE MEETING BEGINS, ONLY COMMENTS RELATED TO PUBLIC HEARINGS WILL BE HEARD. ALL COMMENTS ARE LIMITED TO 5 MINUTES. DUE TO REGULATIONS OF THE TEXAS OPEN MEETINGS ACT, PLEASE DO NOT EXPECT A RESPONSE FROM THE BOARD AS THEY ARE NOT ABLE TO DO SO. IN ORDER TO BE RECOGNIZED DURING THE "CITIZEN COMMENTS" OR DURING A PUBLIC HEARING (APPLICANTS INCLUDED), PLEASE COMPLETE A BLUE OR YELLOW "APPEARANCE CARD" LOCATED AT THE ENTRY TO THE CITY COUNCIL CHAMBER AND PRESENT IT TO THE PARKS & RECREATION ADMINISTRATIVE ASSISTANT.

6. **CASH FLOW STATEMENT**

[23-5348](#)

Cash Flow Statement - April 30, 2023

Attachments: [MPFDC Sales Tax - May 2023](#)

7. **APPROVAL OF MINUTES**

[23-5349](#) Approval of Regular Meeting Minutes - April 20, 2023

Attachments: [4-20-2023](#)

8. **DEPARTMENT UPDATES**

[23-5347](#) Monthly Report

Attachments: [Monthly Report - May 2023](#)

PARK PLANNING DIVISION (James Fish)

PARK OPERATIONS DIVISION (Brian Coatney & Toby Fojtik)

RECREATION DIVISION (Amanda Alms)

MARKETING & COMMUNICATIONS (Ann Beck)

EXECUTIVE DIRECTOR'S REPORT (Matt Young)

9. **OLD BUSINESS**

[22-4984](#) ADA Transition Plan Update

[23-5139](#) Discussion; MPFDC FY2023-2024 Budget

10. **NEW BUSINESS**

[23-5354](#) Discuss and Consider the Approval of a Professional Services Agreement with Studio 13, PLLC, in the Amount of \$214,455 for Design, Engineering, and Construction Documents Related to James McKnight Park West Improvements

Attachments: [Consultant Proposal](#)

[23-5381](#) Resolution - A Resolution of the Mansfield Park Facilities Development Corporation Designating Susana Marin As Its Registered Agent (Amendment to Agenda)

Attachments: [Resolution](#)

11. **BOARD COMMENTS**

12. **INFORMATIONAL ITEMS**

13. **ADJOURNMENT**

CERTIFICATION

I, the undersigned authority do hereby certify that the above amended 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: Monday, May 15, 2023 by 12:00 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 Bradley Anderle, 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.



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STAFF REPORT

File Number: 23-5348

Agenda Date: 5/18/2023

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Cash Flow
Statement

Agenda Number:

Cash Flow Statement - April 30, 2023

MANSFIELD PARKS FACILITIES DEVELOPMENT CORP.
YEAR TO DATE SALES TAX COMPARISON
OCTOBER 2022
TO SEPTEMBER 2023

MONTH	FY22	FY23	DOLLAR VALUE INCREASE (DECREASE) FY 2022/2023	PERCENTAGE INCREASE (DECREASE) FY 2022/2023
OCTOBER	658,387.96	745,564.29	87,176.33	13.24%
NOVEMBER	817,695.17	867,886.86	50,191.69	6.14%
DECEMBER	670,717.72	863,271.13	192,553.41	28.71%
JANUARY	716,791.90	768,606.88	51,814.98	7.23%
FEBRUARY	921,063.98	1,036,652.68	115,588.70	12.55%
MARCH	640,630.60	721,299.23	80,668.63	12.59%
APRIL	564,124.21	689,299.23	125,175.02	22.19%
MAY	854,217.28	895,485.03	41,267.75	4.83%
JUNE				
JULY				
AUGUST				
SEPTEMBER				
YTD TOTAL	5,843,628.82	6,588,065.33	744,436.51	12.74%



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STAFF REPORT

File Number: 23-5349

Agenda Date: 5/18/2023

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Status: Approval of Minutes

In Control: Mansfield Park Facilities Development Corporation

File Type: Meeting Minutes

Agenda Number:



CITY OF MANSFIELD

1200 E. Broad St.
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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



CITY OF MANSFIELD

1200 E. Broad St.
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STAFF REPORT

File Number: 23-5347

Agenda Date: 5/18/2023

Version: 1

Status: To Be Presented

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Monthly Report

MANSFIELD PARKS & RECREATION

MAY 2023

OUR VISION

to inspire Mansfield to
gather, grow, preserve & play
through welcoming spaces
& remarkable
experiences

OUR MISSION

to create community by
exceeding expectations
in design, maintenance, operations
and programming with a commitment
to **lead as a team**
with uncompromising integrity

OUR GOALS



Increase Access to
Parks and Programs



Develop, Maintain
and Innovate



Improve Health
and Wellness



Preserve
Natural Spaces



Cultivate
Community Pride



DEPARTMENT UPDATE

The past month has been extremely busy for our department. Staff completed FY 2023-2024 personnel, equipment, capital and operating budget requests ahead of meetings with the finance department, city council and MPFDC to begin in late May.

At the DFW Area Directors Association meeting on April 13, Shelly Lanners received the Distinguished Professional Award during their annual awards program. The award recognizes a parks and recreation professional who has made outstanding contributions to the field through their leadership, research, advocacy, community outreach, and program development.



Following 18 months of hard work, the department submitted an application to the National Recreation and Park Association (NRPA) in February with the goal of becoming an accredited agency. The Commission for Accreditation of Park and Recreation Agencies (CAPRA) is the only national accreditation body for park and recreation organizations and the accreditation is a valuable measure of an organization's overall quality of operation, management, and service to the community. It serves as the foundation for a comprehensive management system of operational best practices. Achieving CAPRA accreditation is the best way to demonstrate that your organization and your staff provide your community with the highest level of service.

During the first week of May, we hosted CAPRA visitors who reviewed our agency's information. NRPA will continue their review of our application over the next couple of months, with newly accredited agencies announced at the annual conference in Dallas in October.

Hip, Hip, Hooray for the Greatest Parks on Earth!

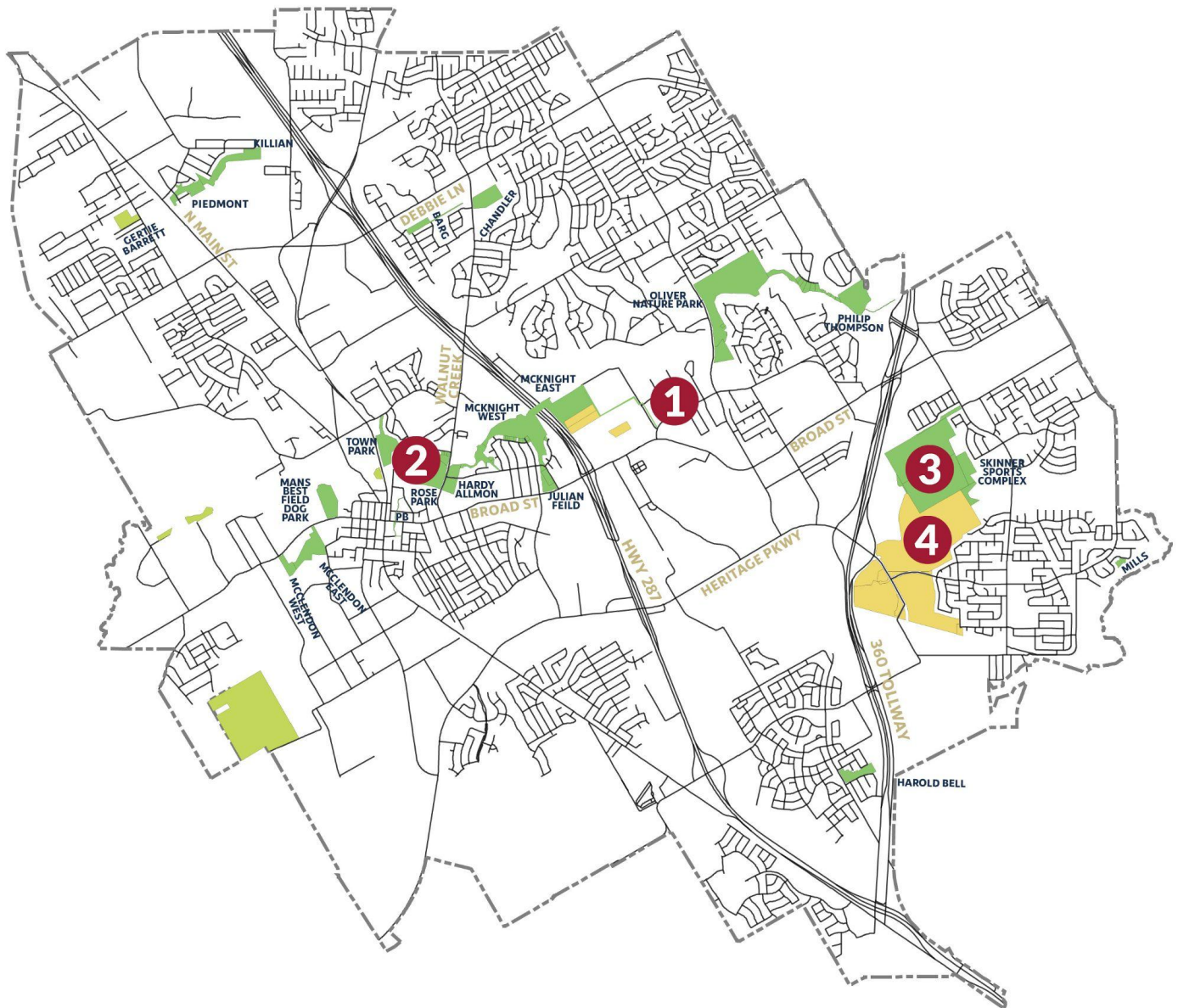
The circus came to town and brought with it three rings of new park fun, which we are now thrilled to say are open to EVERYONE! City and community leaders, staff and residents gathered on Saturday, April 22 to celebrate the grand opening of Watson Branch Park (1420 Watson Branch Road), Gertie Barrett Park (2121 Gertie Barrett Road) and McClendon Park West (799 W. Broad Street.)

Special thanks to Mayor Michael Evans, Councilwoman Tamera Bounds and MPFDC president Scot Bowman for speaking at the ceremonies, along with our entire Mansfield Park Facilities Development Corporation Board and city leadership for their support. We were also honored to have one of McClendon Moody's daughters in attendance to cut the ribbon as we re-dedicated the park named for her father. Now that the ribbons have been cut and photos taken, the parks are open for regular play and sure to get lots of love from an eager community!





PARK PROJECT UPDATES



1	Walnut Creek Linear Trail	Cannon/Carlin to ONP	Phase 3B on street side path trail	Design
2	Katherine Rose Memorial Park	303 N. Walnut Creek Dr.	Master plan & new playground	Master Planning
3	Skinner Sports Complex	920 N. Holland Road	Baseball facelift and improvements	Design
4	Mansfield National Golf Club	3750 National Pkwy	New restroom building	Construction

WALNUT CREEK LINEAR TRAIL 3B

1

TARGET COMPLETION SUMMER 2024

PROJECT MANAGER James Fish

BUDGET \$3 million

FUNDING SOURCE MPFDC/GF Bonds

DESIGN FIRM Kimley Horn and Associates

CONTRACTOR TBD

SUMMARY This segment will extend from the recently completed trail at Cannon and Carlin Roads and create a connection to the entrance of Oliver Nature Park with a combination of added trails and expanded sidewalks along Matlock Road.

CURRENT UPDATE Staff is currently reviewing the consultant's 90% construction plans submittal. Staff is beginning discussions with the five private property owners where right-of-way acquisition or easements are needed.

Pending reviews, permitting, and property acquisition, the project is tentatively scheduled to be advertised for bidding this summer with construction beginning in late fall/early winter.



KATHERINE ROSE MEMORIAL PARK 2

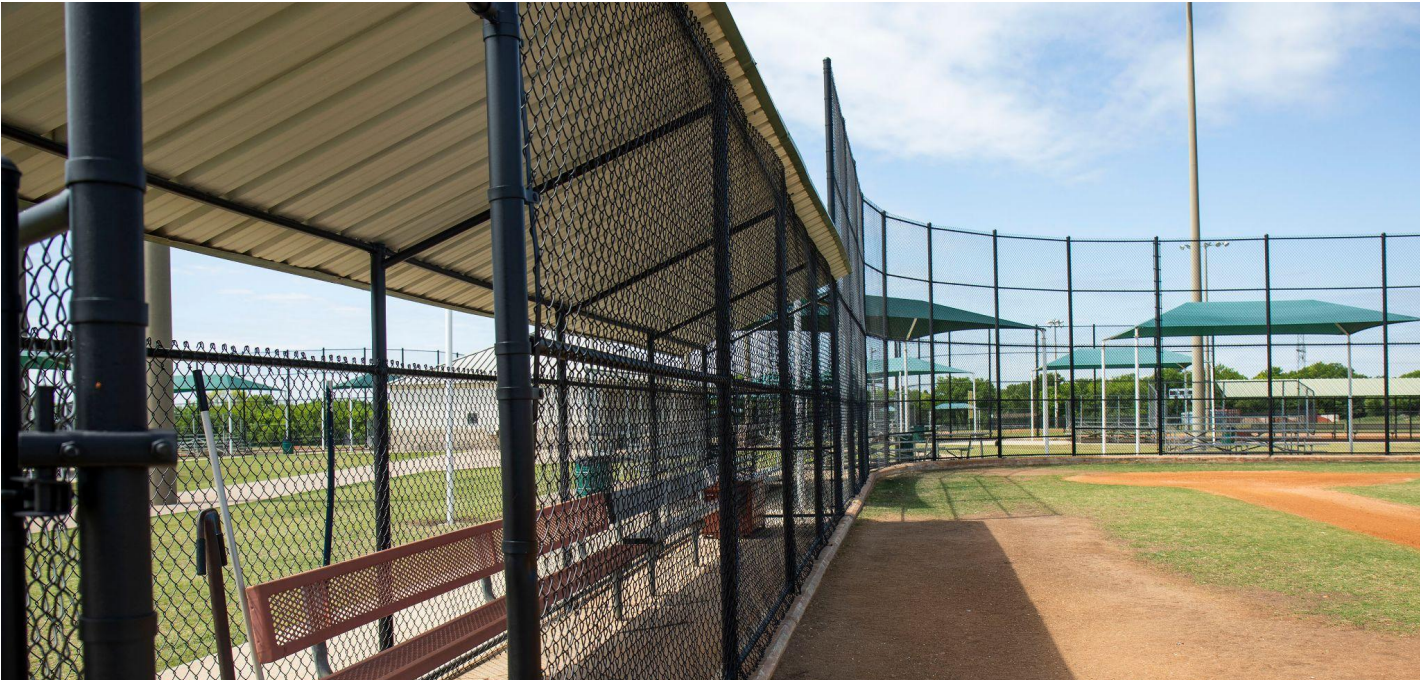
TARGET COMPLETION	SPRING 2024	PROJECT MANAGER	Bryan Lyness
BUDGET	\$7 million	FUNDING SOURCE	GF, ARPA, MPFDC
DESIGN FIRM	Parkhill	CONTRACTOR	TBD
SUMMARY	Katherine Rose Park (and Hardy Allmon Soccer Complex) is being reimagined to better fit the needs of a growing community. The project includes a master redevelopment plan of the space, including available nearby properties and parks.		
CURRENT UPDATE	<p>On April 25, the City Council approved a professional services agreement with Parkhill to design and create construction documents for the first phase of master planned improvements. On May 9, Parkhill submitted signed contracts, and that contract is being routed through the appropriate channels for final signatures. Phase 1 improvements in Katherine Rose Memorial will include a realigned park drive and parking areas, a large inclusive playground, a new restroom and pavilion, and improved pedestrian trails including a story walk.</p> <p>Phase 1 improvements within Hardy Allmon Soccer Complex will include tennis courts, pickleball courts, basketball courts, sand volleyball courts, and a restroom/pavilion structure. The work approved for within this agreement is slated to begin in early June.</p>		



SKINNER SPORTS COMPLEX



TARGET COMPLETION	various dates 2023	PROJECT MANAGER	Bryan Lyness/James Fish
BUDGET	\$1.0 million	FUNDING SOURCE	MPFDC/GF Bonds
DESIGN FIRM	MPARD Staff	CONTRACTOR	Various
SUMMARY	Project will include fencing improvements and realignment, entryway updates, drop off and pickup improvements, a new entry plaza with new surfacing, an expanded restroom facility and more storage for baseball concessions.		
CURRENT UPDATE	<p>Baseball Fields - The contractor has completed painting all of the baseball fields at the complex. The foul line fencing work has been rescheduled to avoid conflict with the MYBA field use schedule. Construction is scheduled to begin early July and be completed before the fall season.</p> <p>Concession/Restrooms - Staff is reviewing 85% construction documents for the renovation of the existing concession stand and installation of a new restroom building. The schedule has been updated to complete these plans in May, with a bid period in June. A construction contract is expected to be presented to the MPFDC and City Council for approval in July, with the project planned to begin in late August and be completed in early 2024 before the spring season.</p> <p>Entryway Improvements - Park planning staff is nearing completion of the construction documents for the fencing, landscaping and paving improvements to the baseball complex entryway. All proposed improvements are being planned for installation during MYBA's off season(s) to provide as little as possible disruption to schedule field usage.</p>		



4

PARK OPERATIONS

BALL FIELDS AND COURTS

FIELDS & COURTS MAINTAINED 57

FIELD & COURT RENTALS 47

RACES AND TOURNAMENTS 2

PARKS AND TRAILS

PARKS MAINTAINED 23

PLAYGROUND SAFETY INSPECTIONS 16

PAVILION & AMPHITHEATER RENTALS 79

MILES OF TRAILS MAINTAINED 10

PONDS, CREEKS, AND LAKES MAINTAINED 12

AQUATICS

SPLASH PADS MAINTAINED 3

WATER CHEMISTRY TESTS 33

PUBLIC GROUNDS

ACRES MAINTAINED OF MUNICIPAL BUILDINGS & PROPERTIES 160.6

PUBLIC PRIVATE PARTNERSHIPS 5

MEDIANS 232

RIGHTS OF WAY 70

CURRENT UPDATE

Three new parks with two new splash pads have been added to the park operations maintenance plan. The parks team pulled out all of the stops to get the parks ready for opening day. The fun continues every day after the opening celebration with the parks filled with guests enjoying the new amenities. With the addition of new parks, new staff have been added to the team to make sure all of the neighborhood and community parks and trails are welcoming for all users.

With the Texas bluebonnets and other wildflowers in full bloom this last month, park operations staff were able to participate in a joint effort with animal control to photograph parks staff and shelter dogs in the wildflower areas that allowed several dogs to be adopted. The increase in activity in all the parks has required the team to make every effort toward the goal of being fully staffed in time for the busy summer months. An increased focus on preventative maintenance throughout all of park operations is the plan. Public grounds crews are busy with spring weed control and washout cleanup after heavy rains and headed right into summer annual planting efforts. Athletic field maintenance keeps the turf and fields looking good for the end of season games and tournaments for baseball, softball, soccer and flag football.

Along with regular spring maintenance and preparing for summer, there is an increase of events during the spring months that park operations is involved in. Community wide events such as the Planting Day and Monarch Fest at Oliver Nature Park, as well as Earth Day and Music Alley downtown require the parks team’s expertise.



RECREATION SERVICES

MAC

MAC VISITS 14,179

MEMBERSHIPS SOLD 311

DAY PASSES SOLD 44

PROGRAM AND EVENT REGISTRATIONS 376

MAC RENTALS 64

KIDS ZONE REGISTRATIONS 25

SENIOR LIFESTYLES

SENIOR VISITS 700

MEALS SERVED 384

PROGRAM AND TRIP REGISTRATIONS 45

NATURE EDUCATION

PROGRAM AND EVENT REGISTRATIONS 72

FIELD TRIP PARTICIPANTS 277

ATHLETICS

ATHLETIC PROGRAM REGISTRATIONS 180



CURRENT UPDATE

Spring recreation programs and activities are plentiful at the MAC and Oliver Nature Park. Taking advantage of the beautiful weather, nature education school field trip opportunities for all ages and abilities are in full force. Events such as the Community Planting Day and the upcoming Monarch Fest are allowing guests to take notice of the beautiful natural resource we have in the City of Mansfield, that is the Oliver Nature Park. Senior Lifestyles program events are trying to get outside for fun filled adventures. Family gatherings for Nerf Night and Bunny Brunch event excitement have been providing fun for everyone. Kids Zone hiring and training is underway for 10 weeks of summer day camp. Recreation staff worked diligently on the Recreation Programming Plan for CAPRA and presented the information well during the CAPRA visit.

MARKETING AND COMMUNICATIONS

SOCIAL MEDIA

FACEBOOK FOLLOWERS 11,930

FACEBOOK REACH 817k

INSTAGRAM FOLLOWERS 3,485

INSTAGRAM REACH 6.9k

EMAIL SUBSCRIBERS 3,851

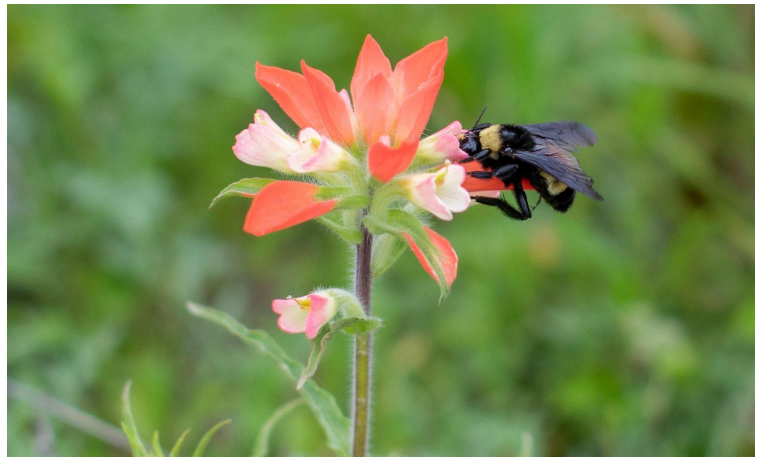
EMAIL OPEN RATE 61%



ONLINE PRESENCE

WEBSITE VISITS 4,952

AVG GOOGLE RATING 4.52



CURRENT UPDATE

April did NOT make fools out of Mansfield Parks & Recreation! A lighthearted post claiming to rename Oliver Nature Park after Taylor Swift turned into our most popular post of all time, reaching nearly 600,000 people. That was followed up by the park opening announcement, which reached 235,000. Well beyond our typical audience, but a great boost for all content and the department profile overall. Key promotions this month included the previously mentioned park openings and Summer Discount Day, which was our second-best DD ever, more than double the revenue from the average.

The 2023 marketing campaign, 365 Ways to Gather, Grow, Preserve and Play also continues. April and May are focused on events and education that highlights the department's commitment to preserving natural resources while also improving awareness and appreciation. Of course, fun and play is never far from the conversation, so the month included a free rock painting and hiding pop up, a photography contest at the Monarch Festival, and more. As this winds to a close with the Monarch Festival on May 13, all focus is now on the 100 Hours of PLAY campaign, which is returning this year bigger and better than before! The campaign will include the challenge, prizes and nine weeks of free family events throughout the city. Get ready to PLAY!



UPCOMING PROGRAMS & EVENTS

05/20/23	Super Awesome Tiny Triathlon
05/25/23	City of Mansfield Volunteer Recognition Dinner
05/26/23	Chandler Park splash pad opens for the summer
05/26/23	Family City Campout
05/27/23	Reptile Hike with a Naturalist
05/29/23	Memorial Day/city offices closed
06/01/23	100 Hours of PLAY kickoff
06/03/23	Sand Volleyball Tournament
06/03/23	Family Fishing Day
06/08/23	100 Hours of PLAY: Pickleball Pop Up
06/09/23	Bug Hike with a Naturalist
06/15/23	100 Hours of PLAY: Truckapalooza

More details and registration at mansfieldparks.com



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 22-4984

Agenda Date: 4/20/2023

Version: 1

Status: Old Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

ADA Transition Plan Update



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 23-5139

Agenda Date:

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

Discussion; MPFDC FY2023-2024 Budget



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 23-5354

Agenda Date: 5/18/2023

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Discussion Item

Agenda Number:

Title

Discuss and Consider the Approval of a Professional Services Agreement with Studio 13, PLLC, in the Amount of \$214,455 for Design, Engineering, and Construction Documents Related to James McKnight Park West Improvements

Requested Action

Approve Professional Services Agreement

Recommendation

Approve Professional Services Agreement

Description/History

James McKnight Park West (JMPW), located at 302 North Wisteria Street, was opened in 1988 as an expansion of its sister park, James McKnight Park East (JMPE). The two parks are bisected by U.S. Hwy 287, with the Walnut Creek Linear Trail (WCLT) providing a connection between them via an underpass of the highway (where the highway bridges Walnut Creek).

JMPW currently serves as a trailhead along the WCLT, providing a location to connect to JMPE, Hardy Allmon Soccer Complex, Katherine Rose Memorial Park, Town Park and Historic Downtown Mansfield. The WCLT is the spine for Mansfield's entire trail network and one of the city's most popular amenities. Other than as a trailhead along the WCLT, JWMP has remained a largely undeveloped park since its opening. Aside from a small pavilion and a parking lot at the trail connection, the 42.54-acre park provides no other access to, or opportunity for, recreational use to the surrounding neighborhood residents or citizens of Mansfield.

Due to population growth, location along the WCLT, and proximity to Historic Downtown Mansfield, this park provides an excellent opportunity to provide recreational uses and amenities for the citizens of Mansfield. In the 2020 10-Year Master Plan, JMPW was listed as the fourth highest priority project in the southwest quadrant, and is currently the highest unfunded project. In an effort to support this development, the city submitted a Local Parks Non-Urban Outdoor Recreation grant application to the Texas Parks and Wildlife Department in July 2022. The city was notified in January 2023 that we were awarded a \$750,000 matching grant for the project. Park improvements planned for in the grant include trails and pedestrian bridges, a shaded accessible playground, pavilion, disc golf course, improved parking area(s), site utilities, native landscaping, irrigation, and park signage.

Studio 13, PLLC submitted the attached proposal of services to perform site evaluation, facilitate community input, prepare park development plans, and provide additional services as needed to plan for the implementation of park improvements. The total cost of the proposed professional services agreement is \$214,455, including \$163,035 for basic services and \$51,420 for additional services related to an updated flood study. Funding for this phase of the project is included in the FY2022-2023 MPFDC budget.

Justification

Existing park amenities require renovation, relocation, and renewal due to increased use, flooding events and for added safety. A Texas Parks and Wildlife Department Non-Urban Outdoor Recreation Grant was awarded, and the approval of a professional services agreement is the next step in the redevelopment/renovation of this grant agreement. The results of this agreement will provide direction and forward progression towards the design, engineering, and construction of proposed grant planned and approved amenities.

Funding Source

MPFDC 1/2 cent sales tax
TPWD Local Parks Non-Urban Outdoor Grant

Prepared By

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May 8, 2023



Bryan Lyness, PLA, ASLA
Park Project Manager II
Parks and Recreation Department
City of Mansfield, Texas

LANDSCAPE ARCHITECTURE
SITE PLANNING
TREE MITIGATION

**RE: Proposal for Landscape Architectural Services
McKnight Park West
City of Mansfield, TX**

Dear Mr. Lyness,

Thank you for allowing us the opportunity to submit this proposal to provide Landscape Architectural services for the above referenced project. Based on conversations with you, as a representative of the City of Mansfield, ("Client") and the aerial / conceptual park schematic plan, we understand the project requirements are as follows:

- This proposal is based on the City of Mansfield requirements for Parks and Recreation facilities and scope and programming of the site.
- Project includes the approximate +/- 42.5 acres of park land facilities (refer to exhibit page A).

The Conceptual Layout and Design of the site park facilities within the +/- 42.5 Acre Site is to include:

1. A large, shaded playground area (approximately 4500 SF)
 - support a 2-5 play structure.
 - support a 5-12 play structure.
 - accessible swing set with 4 swings (2 ADA)
2. Two (2) pavilions with concrete pads that support 2 ADA accessible picnic tables at each location.
3. Disc Golf Course (9-18 Stations) Work with Disc Golf Consultant to provide technical concept & details for review & final design.
4. Parking drive and area renovations
 - expand to +/- 60 parking stalls w/ 4 ADA compliant spaces.
 - Accessible ADA pedestrian access link from parking to facility.
 - Width to support two-way traffic.
 - Improvements to meet city drive standards.
5. 12' wide concrete trail through the park area (length TBD)
 - may require pedestrian bridges.
6. 12' wide decomposed granite trail through the park area (length TBD)
7. Park signage (design to be provided by COM PARD)
 - Interpretive signs that highlight natural areas, wildlife, and park history.
 - Wayfinding signs
 - Park Sign (at entry)

Studio 13 Design Group
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8. Any and all necessary utility and drainage improvements to support the overall improvements.
9. Provide assessment for flood study.

This proposal includes the following task groups:

Task I – CONCEPTUAL SITE PLAN & PROGRAM

Park and trail programming and design through stakeholder and community input process (3 meetings / presentations are anticipated).

- Section I A. – Community Engagement Presentation
- Section I B. – Deliverables

Task II – SCHEMATIC DESIGN

Park facilities and trail connection design (per client/city recommendations based on community input/online survey).

- Section II A. – Preparation of Site Plan Exhibits.

Task III – DESIGN DEVELOPMENT

Park facilities and trail connection plans for the above-mentioned site (per client/city approval of Section II).

Task IV – CONSTRUCTION DOCUMENTS SPECIFICATIONS

Park facilities and trail connection plans for the above-mentioned blocks (per client/city approval of Section III)

- IV A. – Grading & Draining Plans
- IV B. – Hardscape & Layout Plans
- IV C. – Landscape Planting Plans
- IV D. – Irrigation Plans
- IV E. – Structural Plans

Task V – MEETING & COORDINATION / CONSTRUCTION ADMINISTRATION

Task VI – TDLR

Task VII - NON-LABOR REIMBURSABLES

Task VIII – STRUCTURAL PLANS

Task IX – MEP / SITE LIGHTING (PAVILION & SITE)

Task X - ADDITIONAL SERVICES

Based on the above items, we propose the following scope of work for each task group:

I. CONCEPTUAL SITE PLAN & PROGRAM

Based on the aerial / conceptual park plan (Exhibit “A”). Studio 13 Design Group, PLLC will prepare design exhibits, discuss design strategies, and open dialogue with the public

to learn more about the community and its concerns, while educating residents on the City's intentions and goals for the park spaces.

A. Community Engagement Presentation:

- Preparation of presentation exhibits that will help facilitate the program and design discussions with the public/stakeholders.
- The city anticipates this process consisting of 3 (three) presentations, requiring 2 (two) separate deliverables given in person with picture boards, renderings, and plans with 2D view presentation exhibits.
- Based on the feedback received from community engagement in response to the design presentations, we will review and incorporate the information (at the direction of the client) into the schematic design phase.

B. Deliverables:

- Studio 13 will prepare and provide a site opportunities evaluation, facilitate community input, and prepare a conceptual development plan with preliminary budget projections.
- This will also include project goals and objectives to illicit community input and feedback.

II. SCHEMATIC DESIGN

Based on the owner's approval of the conceptual design, Studio 13 Design Group, PLLC will prepare Schematic Design documents for the owner's approval. This will consist of drawings and other documents including a schematic site plan and preliminary sections and elevations; and may include some combination of study models, perspectives sketches, or digital representations. Preliminary selections of major landscape systems and construction materials shall be noted on the drawings or described in writing.

III. DESIGN DEVELOPMENT

Based on the owner's approval of the Schematic Design documents, and on the owner's authorization of any adjustments in the project requirements and the budget for the cost of the work, Studio 13 Design Group, PLLC will prepare Design Development documents for the owner's approval. The Design Development documents will illustrate and describe the development of the approved Schematic Design documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of the site systems, and other appropriate elements. The Design Development documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

IV. CONSTRUCTION DOCUMENTS & SPECIFICATIONS

Based on the approved Design Development documents, Studio 13 Design Group, PLLC will prepare drawings, specifications and related documents setting forth in detail the

requirements for constructing the park and trail facilities. The construction documents will be prepared in accordance with the City of Mansfield Parks & Recreation standards and will include the following:

A. Grading & Drainage Plans

Preparation of construction plans to include contours, spot grades, paving, swales, and the height of any retaining walls, as well as the design of the underground drainage system, including connection to the provided drainage storm stub outs.

B. Hardscape & Layout Plans

Preparation of construction plans for the hardscape improvements which will include dimensional layout plans & construction details (sealed by a structural engineer register to the state of Texas) and manufacturer spec. for hardscape materials selected as well as for native stone material necessary to construct the improvements and complete materials descriptions. Technical specifications as necessary, which will describe the materials, systems, equipment workmanship quality, methods, and performance criteria for the construction of the improvements.

C. Landscape Planting Plans

Preparation of landscape plans will be designed in accordance with the City of Mansfield standards and will include dimensional planting layout plans, planting notes, planting details, and plant material descriptions. Technical specifications as necessary, which will describe the materials, systems, equipment workmanship quality, methods, and performance criteria for the construction of the improvements.

D. Irrigation Plans

The automatic irrigation system will be a cost-efficient system designed with reliable, top-quality irrigation equipment utilizing the latest in water-efficient features for optimum water management and distribution. Technical specifications as necessary, which will describe the materials, systems, equipment workmanship quality, methods, and performance criteria for the construction of the improvements.

E. Structural Plans

Based on the final Geotechnical Report, the hardscape elements will be designed and sealed by a structural engineer licensed to practice in the State of Texas.

V. MEETINGS AND COORDINATION / CONSTRUCTION ADMINISTRATION

Studio 13 Design Group, PLLC will provide/perform the following services:

1. We will attend bi-monthly meetings (as requested / required).
2. We will assist the City Staff of Mansfield in the public engagement process to gain feedback and establish program design elements (3 meetings anticipated).
3. We will attend meetings, including Planning and Zoning Commission meetings, City Council meetings, and meetings with City staff. (as requested / required).

4. We will meet with City Staff and other consultants to coordinate, present, and answer questions regarding the parks and trail plans. (as requested / required).
5. Work with the City Staff for final plan approval.
6. Attend design meetings and work with City Staff for design coordination.
7. Coordinate the location of franchise utilities and services with owner (if applicable).

Studio 13 Design Group, PLLC shall advise and consult with the owner/city during the construction phase services. We will have the authority to act on behalf of the owner only to the extent provided in this agreement. We will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequence, or procedure, or for safety precautions and programs in connection with the work, nor shall we be held responsible for the contractor's failure to perform the work in accordance with the requirements of the Contract Documents. In addition to this, we will provide/perform the following services: as requested / required, but not exceeding.

1. Review materials and contractor mock-ups.
2. Attend pre-construction meeting, if necessary.
3. Respond to requests for information (RFI) from you or the contractors.
4. Provide observation of the work in progress for the improvements. This will consist of site visits to the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractor's work and to determine if the work is proceeding in general accordance with the contract documents (three (3) site visits are anticipated). Studio 13 Design Group, PLLC., does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor supplier or any entity furnishing materials or performing any work on this project.
5. Attend a final walk-through and prepare a punch list of items to be completed if required.
6. Meet with owner/contractor to discuss progress of the project and other issues which may arise during construction.

VI. TDLR - Texas Department of Licensing and Regulations:

Architectural Barriers Review – Studio 13 Design Group, PLLC will submit the hardscape and/or grading plans to a registered accessibility specialist for review in accordance with (TDLR) Texas Department of Licensing & Regulations to ensure the site meets all Texas Accessibility Standards (TAS).

VII. NON-LABOR REIMBURSABLES

Studio 13 Design Group, PLLC will invoice for all non-labor expenses which will include all necessary project related non-labor expenses incurred by Studio 13 Design Group, PLLC which are directly chargeable to the project. These generally include expenses for printing, reproduction, couriers and deliveries, tolls, and mileage. These expenses are listed as a lump sum not to exceed. Studio 13 Design Group, PLLC will not invoice more than the not to exceed dollar amount without written approval from owner.

VIII. STRUCTURAL PLANS

Since this is a pre-constructed facility design provided by the City, Studio 13 will be responsible for the foundation plan and MEP connections to the facility.

IX. MEP / SITE LIGHTING (PAVILION & SITE)

The final construction plans will include MEP, site lighting and Comchek for the pavilions, and site, necessary for permitting, bidding, and construction.

X. ADDITIONAL SERVICES

Flood Study

Consultant will obtain and review current effective FEMA Hydrologic and Hydraulic models for the area, as available, to create an updated set of base models for this project.

Delineation Cross Sections

Consultant will conduct a delineation of potential water of the TS (WOTUS)

Additional Cross Sections

As required to provide the Flood Study, in addition to the site survey (if required) provided by the City of Mansfield, the Consultant will perform additional creek cross sections to obtain pertinent information to complete the Flood Study.

***Assessment will utilize the City of Mansfield survey data.**

PROJECT DELIVERABLES

The following is a list of required project deliverables:

- pdf copy of a 50% Design Plan set and (Opinion of Probable Construction Cost for Park Construction and Park Improvements).
- pdf copy of a 75% Design Plan set.
- pdf copy of a 100% Bid/Construction Plan Document Package (Opinion of Probable Construction Cost for Park Construction and Park Improvements).

PROJECT SCHEDULE

The detailed Project Schedule addresses the time, in calendar days, required to prepare the deliverables/documents necessary to complete the Scope of Services/Work. The city anticipates an overall schedule of 9 months, beginning in Spring 2023 and ending Winter 2024. (Contingent upon an issued contract and provided Topo / Base file in AutoCAD) format.

Conceptual Site Plan:

- 4 weeks after contract is issued & upon receipt of topographic (tree survey).

Schematic Design:

- 3 weeks after approval of conceptual / site plan.
Design Development Plan (50%)
- 4 weeks after approval of schematic design.
Design Development Plan (75%)
- 6 weeks receipt of City's comments 50% development plan set.
Design Development Plan (100%)
- 8 weeks after receipt of City's comments on 75% development plan set.
Construction Document Plans and Specifications.
- 11 weeks after approval of design development plans.
Additional Services:
Flood Study
- 6 weeks from the receipt of survey data
Delineation and Site Visit and Exhibit
- 6 weeks from receipt of survey data.
Additional Cross Section
- 4 weeks after notice to proceed.

The following items are excluded from our proposed scope of services, but these items may be required for us to complete our responsibilities:

Site Development Exclusions:

1. Field Surveying
2. Platting/Re-Platting
3. Geotechnical study
4. Permitting and Fees
5. Construction Staking
6. On the ground topographic Survey
7. Tree Survey
8. Tree Mitigation
9. Final Plat
10. Storm Water Pollution Prevention Plan (SWPP)

Flood Study / Assessment:

1. FEMA CLOMR or other submittals not listed.
2. Submittal and application review fees.
3. Detailed design of culverts, bridges, offsite drainage improvements, or any improvements not listed.
4. Site Survey / Stream or tributary cross sections.
5. Scour analysis, erosion studies, or geomorphologic studies.
6. Section 404 permitting with the U.S. Army Corps of Engineers.
7. Coordination and / or permitting with USACE, TCEQ, NRCS, TxDot, or other agencies not listed.

We will submit all above mentioned plans directly to the City and work with City staff for plan approval. Please note that Owner and/or Engineering site changes that require us to revise our plans within two weeks prior to the target submittal date, or thereafter, will be considered additional services. Additional services are defined as services which are not defined in the scope of the services provided herein. STUDIO 13 DESIGN GROUP, PLLC, will not perform additional services without prior written authorization.

Task I.	Conceptual Site Plan & Program	\$18,760.00	Lump Sum Fee
Task II.	Schematic Design	\$16,990.00	Lump Sum Fee
Task III.	Design Development	\$12,725.00	Lump Sum Fee
Task IV.	Construction Documents	\$66,810.00	Lump Sum Fee
Task V.	Meeting & Coordination / Construction Administration	\$20,490.00	Lump Sum Fee
Task VI.	TDLR	\$ 6,500.00	Lump Sum Fee
Task VII.	Non-Labor Reimbursables	\$ 5,125.00	Lump Sum Fee
Task VIII.	Structural Plans	\$ 6,890.00	Lump Sum Fee
Task IX.	MEP / Site Lighting (Pavilion & Site)	\$ 8,745.00	Lump Sum Fee
	Total Basic Services	\$163,035.00	
Task X	Additional Services		
	Flood Study	\$31,300.00	Lump Sum Fee
	Delineation and Site Visit and Exhibit	\$ 7,000.00	Lump Sum Fee
	Additional Cross Sections	\$ 13,120.00	Lump Sum Fee
	Total Additional Services	\$ 51,420.00	

ACCEPTANCE

This proposal is valid for sixty (60) days from the date of submittal; if not accepted by the end of the sixty-day period, it is subject to change or withdrawal at the option of STUDIO 13 DESIGN GROUP, PLLC. Upon acceptance of the proposed services, please sign each of the duplicate originals of this document and return one signed original for our files.

Studio 13 Design Group, PLLC will invoice for services provided on, or near, the twenty-fifth (25th) day of the month in which the work was accomplished. The invoices are due upon receipt, and it is agreed that payment will be made for said work within thirty (30) days from the date the invoice is transmitted. It is understood that unpaid invoices shall accrue interest at 18 percent (18%) per annum after they have been outstanding for over thirty (30) days. It is agreed that you will be liable for all collection costs and attorney fees incurred by Studio 13 Design Group, PLLC due to your failure to timely pay invoices, regardless of whether suit is filed. Further, it is agreed that Texas law applies to this proposal and that exclusive venue for any dispute is Denton County, Texas



CITY OF MANSFIELD

1200 E. Broad St.
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mansfieldtexas.gov

STAFF REPORT

File Number: 23-5381

Agenda Date: 5/18/2023

Version: 1

Status: New Business

In Control: Mansfield Park Facilities Development Corporation

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution of the Mansfield Park Facilities Development Corporation Designating Susana Marin As Its Registered Agent (Amendment to Agenda)

Requested Action

Approve Resolution

Recommendation

Approve Resolution

Description/History

The Mansfield Park Facilities Development Corporation ("MPFDC") is a Texas non-profit corporation operating as a Type B Economic Development Corporation under the Development Corporation Act ("Act"). Section 501.351 of the Act requires the MPFDC to continuously maintain a registered agent. The current listed registered agent for the MPFDC is no longer employed by the City. The attached resolution will designate the City Secretary, Susana Marin, as the new registered agent for the MPFDC.

Funding Source

N/A

Prepared By

Matt Young, Executive Director of Community Services

Matt.Young@mansfieldtexas.gov

817-728-3397

RESOLUTION NO. _____

**A RESOLUTION OF THE MANSFIELD PARK FACILITIES
DEVELOPMENT CORPORATION DESIGNATING SUSANA MARIN AS
ITS REGISTERED AGENT.**

WHEREAS, the Mansfield Park Facilities Development Corporation (“MPFDC”) is a Texas non-profit corporation operating as a Type B Economic Development Corporation under the Development Corporation Act, codified in Subtitle C1 of Title 12 of the Texas Local Government Code, Chapters 501 through 505 (the “Act”), the Texas Non-Profit Corporation Act, as amended, and other applicable laws; and

WHEREAS, the MPFDC promotes economic development within the City of Mansfield (the “City”) to eliminate unemployment and underemployment, and to promote and encourage employment and the public welfare of, for and on behalf of the City by developing, implementing, providing, and financing projects under the Act; and

WHEREAS, Section 501.351 of the Act requires the MPFDC to continuously maintain a registered agent; and

WHEREAS, the current listed registered agent for the MPFDC is no longer employed by the City; and

WHEREAS, the MPFDC board desires to designate Susana Marin as the new registered agent for the MPFDC.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
THE MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION, THAT:**

SECTION 1.

Susana Marin is designated as the registered agent of the MPFDC.

SECTION 2.

The MPFDC’s attorney is authorized to file a statement with the Secretary of State, as required by the Act, and MPFDC staff and the MPFDC President are authorized to take all actions necessary to effectuate the change of the registered agent.

SECTION 3.

This Resolution shall become effective from and after its passage.

PASSED AND APPROVED THIS 18th DAY OF MAY, 2023.

**MANSFIELD PARK FACILITIES
DEVELOPMENT CORPORATION**

By: _____
Scot Bowman
Board President

ATTEST:

Sarah Speer
Administrative Assistant II
Parks and Recreation Department