



Mansfield Park Facilities Development Corporation - Regular Meeting

May 15, 2025 - 6:00 PM

Council Chambers

1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

2. CITIZEN 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 citizens comments or during a public hearing (applicants included), please complete a comment card located at the entry to the city council chambers and present it to the Parks & Recreation Administrative Assistant prior to the start of the meeting.

3. APPROVAL OF MINUTES

25-641 Approval of Regular Meeting Minutes - April 17, 2025

Presenters:

Attachments:

1. 4-17-2025

4. CASH FLOW STATEMENT

25-644 Cash Flow Statement April 30, 2025

Presenters:

Attachments:

1. MPFDC Sales Tax - May 2025
2. Cash Flow Report - May 2025

5. DEPARTMENT UPDATES

25-642 Monthly Report - May 2025

Presenters:

Attachments:

1. MPFDC Monthly Report - May 2025

6. NEW BUSINESS

25-639 Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Awarding a Construction Contract to Lea Park & Play in an Amount Not to Exceed \$92,864.85 for Repairs to the Playground Safety Surfacing at Clayton W. Chandler Park; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (MPFDC Fund)

Presenters: Brian Coatney, Assistant Director of Parks and Recreation

Attachments:

1. Quote
2. Resolution

- 25-640 Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Awarding an Annual Maintenance Contract to Looks Great Service of MS, Inc. in an Amount Not to Exceed \$80,000 for Tree and Shrub Maintenance; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (General Fund, MPFDC Fund)
Presenters: Brian Coatney, Assistant Director of Parks and Recreation
Attachments:
1. Bid Tab
2. Resolution

7. DISCUSSION ITEMS

FY2025-2026 Budget Update

8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

9. INFORMATIONAL ITEMS

10. ADJOURN

CERTIFICATION

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, May 9, 2025, 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

This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.



**Mansfield Park Facilities Development Corporation - Regular Meeting Minutes
April 17, 2025 - 6:00 PM
Final**

Council Chambers
1200 E. Broad St., Mansfield, TX 17063

1. CALL MEETING TO ORDER

Scot Bowman, President, called the meeting to order at 6:01 PM.

Present: Scot Bowman, Lindsay Cadenhead, Malinda Knappenberger, Bob Kowalski, Jessica Ng-Hinojosa

Absent: Lance Hood, Raul Najera, Shelley Isbell (arrived at 6:07 PM)

2. RECESS INTO EXECUTIVE SESSION

Pursuant to Section 551.071, Texas Government Code, the Council 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.

Scot Bowman, President, recessed into Executive Session at 6:01 PM.

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 Park Naming Policy

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

Land Acquisition for Future Development

Project #01-21-01

Project #08-22-01

3. RECONVENE INTO REGULAR SESSION

Scot Bowman, President, reconvened into Regular Session at 6:48 PM

4. TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

A motion was made by Cadenhead to approve and accept the 2025 MPFDC Naming Committee recommendations as discussed in Executive Session and recommend nominations to the City Council.

Seconded by Isbell. The motion passed by the following vote:

Aye: 6 Scot Bowman, Lindsay Cadenhead, Shelley Isbell, Malinda Knappenberger,
Bob Kowalski, Jessica Ng-Hinojosa

Nay: 0 None
Abstain: 0 None

5. CITIZEN 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 ENTRANCE TO THE CITY COUNCIL CHAMBERS AND PRESENT IT TO THE PARKS & RECREATION ADMINISTRATIVE ASSISTANT.

None

6. APPROVAL OF MINUTES

25-534 Approval of Regular Meeting Minutes - March 25, 2025
Presenters:
Attachments:
1. 3-25-2025

**A motion was made by Kowalski to approve the item with one revision.
Seconded by Isbell. The motion passed by the following vote:**

Aye: 4 Scot Bowman, Bob Kowalski, Malinda Knappenberger, Shelley Isbell
Nay: 0 None
Abstain: 2 Lindsay Cadenhead, Jessica Hinojosa

25-539 Approval of Park Naming Committee Meeting Minutes - April 8, 2025
Presenters:
Attachments:
1. 4-8-2025

**A motion was made by Cadenhead to approve the item.
Seconded by Hinojosa. The motion passed by the following vote:**

Aye: 4 Scot Bowman, Lindsay Cadenhead, Shelley Isbell, Jessica Ng-Hinojosa
Nay: 0 None
Abstain: 2 Malinda Knappenberger, Bob Kowalski

7. CASH FLOW STATEMENT

25-533 Cash Flow Statement - March 31, 2025
Presenters:
Attachments:
1. MPFDC Sales Tax - April 2025
2. Cash Flow Report - April 2025

A Cash Flow report was reviewed during the meeting with revised numbers. A month-to-month sales tax comparison through March was reviewed. For the month of April, sales tax was down 1.98% over last year and up 9.28% for the year.

8. DEPARTMENT UPDATES

25-541 Monthly Report - April 2025
Presenters:
Attachments:
1. MPFDC Monthly Report - April 2025

PARK PROJECTS

Walnut Creek Linear Trail 3B

The pre-construction meeting with the contractor and city staff was held on March 13. The notice-to-proceed was issued following the meeting with an effective date of March 17, and a substantial completion date of December 11, 2025 established.

Katherine Rose Memorial Park

Phase 1B construction began on January 27, and the contractor is working on installation of the site soil stabilization for the restroom building, followed by construction in the next few weeks. Staff is initiating design work for phase 2 (Hardy Allmon redevelopment) with Parkhill following their contract approval by City Council. The Interlocal Agreement with Tarrant County has been sent for commissioner's approval with construction of the west side soccer and parking scheduled for late spring or early summer.

McKnight Park West

All overhead utility lines have now been removed. Oncor will schedule the pole removal in approximately three weeks. While the schematic site design for the park is complete, the Studio 13 Design Group contract has been terminated. The City is in the process of engaging a design/engineering consultant for developing detailed construction documents and anticipates executing a contract in April. The City has also entered into negotiations with a firm for the disc golf course design with contract execution also scheduled for April. Detailed design and engineering for this project is anticipated to begin in May.

McClendon Park East

Following approval of the construction contract by City Council, staff is working on execution of the contract with D.L. Meacham. Following execution, a pre-construction meeting will be scheduled in early April, with construction expected to be completed by the end of the summer.

Mans Best Field Dog Park

The final adjustments to the plans were completed by the consultant and the project was advertised for bid on March 5 and March 12. The bid opening is scheduled for March 27, and the contract is expected to go the MPFDC board and City Council in April.

Julian Feild Park

Construction began in February with contractor mobilization and overhead utility relocation. Site clearing and grade work is underway for site shaping. The existing playground will be removed and stored at a city location for future repurposing.

Geyer Commons

The first couple of months have focused on site preparation and foundation work. Underground utility work will begin as the site prep, earthwork, and foundation work is completed. Splash pad construction is anticipated to begin in April, with vertical construction activities beginning in May. The substantial completion date for this contract is Aug 26, 2025 barring inclement weather days.

Mansfield Sports Park

Work began immediately after the Feb. 18, 2025 groundbreaking event, with crews onsite daily in various capacities. Initial efforts have focused on removing broken/unwanted equipment and repairing/refreshing usable infrastructure. All outfield walls are being repainted, with graphics removed and site prepped for new signage and video scoreboards. Dasher boards around the indoor soccer field were sold at auction and removed to allow further demolition and updates there. Similarly, the restaurants are in the process of being stripped and prepped for major work. Work on the synthetic turf replacement on all 8 ballfields will begin in early April.

OPERATIONS

Playground inspections - 16
Pavilion rentals - 31
Field and court rentals - 59
Splash pad water tests - 16

RECREATION

MAC visitors - 12,868
Recreation participants - 716
Senior meals served - 610
Senior daily visits - 1,058
MAC memberships sold - 206
Nature education participants - 176
Field trip participants - 154

MARKETING & COMMUNICATIONS

Facebook followers - 15,614
Facebook views - 180,916
Instagram followers - 4,663
Instagram views - 32,435
Email subscribers - 6,692
Email open rate - 31%
Website visitors - 8,467

EXECUTIVE DIRECTOR'S REPORT

Spring has sprung in Mansfield, with lots of fun and active family events this month, kicking off with a busy spring break! First, as part of the Mansfield Arts Week festivities, the department partnered with Visit Mansfield to host Fansfield, a brand-new comic/fan expo at the MAC. This unique event is one of our efforts to broaden the programming variety and reach new audiences and interests, especially the tween/teen groups, who also loved the spring break edition of MAC Nerf Night.

As usual, our Nature Education team had a jam-packed spring break full of everything from art

to archery, and the gorgeous weather filled the parks with people finding their own fun as well. Senior Lifestyles held their annual Topsy Turvy Open House on Saturday, March 29, to big crowds of regular and new members alike enjoying a rare weekend gathering. The open house is designed to allow family members to join the activities, including bingo and chair yoga, and experience the fun our seniors share each day.

Looking ahead, the steamroll of spring shows no signs of slowing down, with Bunny Brunch, the brand-new teen Glo & Go Egg Hunt, and the annual Monarch Festival at Oliver Nature Park in just the next few weeks alone. It's all wrapping up just in time for the real fun... summer!

9. NEW BUSINESS

- 25-537 Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Awarding a Construction Contract to The Fain Group, Inc. in an Amount Not to Exceed \$971,560 for Construction of Phase 2 Improvements at Mans Best Field Dog Park; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (MPFDC Fund, Park Fees)
Presenters: Garrett Smith
Attachments:
1. Bid Tab
2. Resolution

**A motion was made by Cadenhead to approve the item.
Seconded by Knappenberger. The motion passed by the following vote:**

Aye: 6 Scot Bowman, Lindsay Cadenhead, Shelley Isbell, Malinda Knappenberger, Bob Kowalski, Jessica Ng-Hinojosa
Nay: 0 None
Abstain: 0 None

- 25-538 Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Approving a Professional Services Contract With Freese and Nichols, Inc. in an Amount Not to Exceed \$236,300 for Design and Engineering Services Related to James McKnight Park West Improvements; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (MPFDC Fund, TPWD Grant)
Presenters: Mitali Mandlekar
Attachments:
1. Exhibit A - Consultant Contract
2. Resolution

**A motion was made by Kowalski to approve the item.
Seconded by Hinojosa. The motion passed by the following vote:**

Aye: 5 Lindsay Cadenhead, Shelley Isbell, Malinda Knappenberger, Bob Kowalski, Jessica Ng-Hinojosa
Nay: 0 None

Abstain: 1 Scot Bowman

10. DISCUSSION ITEMS

ADA Implementation Plan Update

Athletic Field Allocation Policy & Fees Update

Matt Young, Executive Director, updated the board on the ADA Transition Plan and Athletic Field Allocation Policy & Fees.

11. BOARD MEMBER COMMENTS

Malinda Knappenberger appreciates the work staff put in and suggested staff look into motion sensor and timed lights for athletic fields to help cut down on costs.

Lindsay Cadenhead welcomed Billy to the administrative team.

Bob Kowalski thanked staff for doing the work and providing the data to the board.

Jessica Hinojosa is pleased with the speed at which staff is moving through projects.

Shelley thanked staff for their hard work and Coco Garcia for diving into the athletic field usage to ensure a better experience for Mansfield residents

12. INFORMATIONAL ITEMS

Joint Meeting with City Council - April 28 at 4:00pm

Park Tour - May 1 (5:00-7:00pm)

Matt Young, Executive Director, reminded the board of the upcoming Joint Meeting with City Council on April 28th and 4:00 PM as well as the Park Tour on May 1st from 5:00 - 7:00 PM.

13. ADJOURN

A motion was made by Cadenhead to adjourn the Regular Meeting at 7:50 PM.

Seconded by Kowalski. The motion passed by the following vote:

Aye: 6 Scot Bowman, Lindsay Cadenhead, Shelley Isbell, Malinda Knappenberger,
Bob Kowalski, Jessica Ng-Hinojosa

Nay: 0 None

Abstain: 0 None

Scot Bowman, President

ATTEST:

Sarah Speer, Administrative Assistant II

MANSFIELD PARKS FACILITIES DEVELOPMENT CORP.
YEAR TO DATE SALES TAX COMPARISON
OCTOBER 2023
TO SEPTEMBER 2024

MONTH	FY24	FY25	DOLLAR VALUE INCREASE (DECREASE) FY 2024/2025	PERCENTAGE INCREASE (DECREASE) FY 2023/2024
OCTOBER	778,872.57	833,159.34	54,286.77	6.97%
NOVEMBER	884,066.99	937,742.74	53,675.75	6.07%
DECEMBER	767,250.06	832,390.94	65,140.88	8.49%
JANUARY	788,624.44	850,863.02	62,238.58	7.89%
FEBRUARY	940,225.34	1,237,240.39	297,015.05	31.59%
MARCH	756,005.23	759,014.43	3,009.20	0.40%
APRIL	706,313.43	692,355.03	(13,958.41)	-1.98%
MAY	937,418.19	1,028,732.59	91,314.40	9.74%
JUNE				
JULY				
AUGUST				
SEPTEMBER				
YTD TOTAL	6,558,776.25	7,171,498.47	612,722.22	9.34%

MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION
CASH FLOW REPORT
FY2024-2025

May 2025

REVENUES	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Projected	June Projected	July Projected	August Projected	September Projected	Year-End Projection	FY24-25 Budget	Variance
Sales Tax	-	937,743	832,391	850,863	1,237,240	759,014	692,355	1,028,733	766,442	817,545	1,037,852	1,720,279	10,680,457	10,284,224	396,233
Debt Service	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(233,410)	(2,800,917)	(2,800,917)	0
Utility Sales Tax	2,208	1,920	2,445	2,384	1,931	2,477	-	3,000	1,500	1,500	1,500	1,500	22,365	16,000	6,365
Interest	26,401	25,313	24,726	24,202	22,395	22,841	-	50,000	25,000	25,000	25,000	25,000	295,878	250,000	45,878
Fees - Mansfield Activities Center	39,279	36,429	32,459	30,068	33,407	37,234	37,823	42,674	86,065	71,720	41,045	37,893	526,097	531,300	(5,203)
Fees - Outdoor Recreation	4,564	4,325	2,289	1,484	2,747	5,648	6,734	6,000	7,000	8,000	6,000	5,000	59,790	60,000	(210)
Fees - Athletic Fields	13,805	25,262	59,356	5,487	3,103	9,785	12,932	9,500	48,000	32,000	6,300	6,500	232,030	210,000	22,030
Fees - Pavilions	7,670	3,760	1,280	215	505	4,045	8,290	9,000	9,100	6,160	5,500	7,940	63,465	60,000	3,465
Fees - Cell Tower, Memorial Program, Other	2,475	8,439	0	8,482	5,069	0	4,162	8,325	4,162	4,162	4,162	4,162	53,601	54,384	(783)
Lease Payments - Gas Royalty Proceeds	-	2,865	2,944	5,189	3,763	-	18,026	3,520	2,738	1,718	4,000	10,101	54,865	60,000	(5,135)
Lease Payments - Mansfield National Golf Club	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	100,000	100,000	(0)
Lease Payments - Mansfield Sports Park	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lease Payments - Hawaiian Falls Waterpark	-	-	-	-	-	-	-	345,000	-	-	-	-	345,000	325,000	20,000
Lease Payments - StarCenter	35,000	70,000	35,000	-	70,000	-	35,000	35,000	35,000	35,000	35,000	125,000	510,000	500,000	10,000
Lease Payments - FieldhouseUSA	-	-	-	350,000	-	-	-	-	250,000	-	-	-	600,000	600,000	-
Transfers to/from Other Funds		292,085		4,005,645	-							309,975	4,607,705	309,975	4,297,730
Certificates of Obligation / Bond Proceeds					-	2,625,000							2,625,000		2,625,000
Total Revenues	(93,675)	1,183,064	767,815	5,058,944	1,155,083	3,240,968	590,246	1,315,675	1,009,931	777,729	941,282	2,028,273	17,975,336	10,559,966	7,415,370

OPERATING EXPENDITURES	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Projected	June Projected	July Projected	August Projected	September Projected	Year-End Projection	FY24-25 Budget	Variance
Administration	86,365	152,320	160,441	185,658	127,285	141,965	155,126	130,371	129,416	135,745	171,487	163,518	1,739,698	1,759,206	(19,508)
Field Maintenance Operations	36,433	51,045	58,306	75,330	51,305	62,932	61,454	116,588	95,295	98,580	121,132	96,492	924,892	955,357	(30,466)
Community Park Operations	65,652	91,569	76,071	87,189	67,682	80,139	81,291	110,879	108,445	113,304	131,511	126,167	1,139,898	1,184,178	(44,280)
Neighborhood Park Operations	43,526	68,659	60,075	74,943	63,279	71,716	55,516	88,604	76,615	-	95,272	82,105	780,311	879,886	(99,575)
Nature Education Programs	9,019	13,236	12,980	15,961	13,125	12,982	15,579	19,194	18,737	20,080	27,657	23,435	201,983	230,434	(28,451)
MAC Programs & Operations	62,950	67,324	71,726	98,232	82,618	83,802	75,090	100,938	117,952	120,067	142,438	100,162	1,123,300	1,238,115	(114,815)
Mansfield Sports Park	5,854	997	28,268	11,837	18,930	47	47	7,967	89,217	7,967	7,967	89,217	268,313	0	268,313
Non-Departmental	5,237	5,237	5,237	12,337	5,461	83,375	-	6,965	5,237	5,237	5,237	317,188	456,746	397,567	59,179
Capital Maintenance / Equipment	-	4,739	25,343	29,170	96,185	122,865	15,492	68,000	-	-	-	360,698	722,492	767,000	(44,508)
Total Operating Expenditures	315,036	455,126	498,447	590,657	525,870	659,824	459,596	649,505	640,912	500,978	702,699	1,358,982	7,357,633	7,411,743	(54,109)

CAPITAL EXPENDITURES	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Projected	June Projected	July Projected	August Projected	September Projected	Year-End Projection	FY24-25 Budget	Variance
Land Acquisition								250,000				250,000	500,000	500,000	-
Playground Improvements									125,000			125,000	250,000	250,000	-
Athletic Complex Improvements	1,650	859	14,763	17,926	39,378	90,824	10,010	75,000	25,000	50,000	50,000	125,000	500,410	500,000	410
Oliver Nature Park Improvements	-	-	-	8,151	3,101	100	-	28,000	25,000	50,000	130,000	55,648	300,000	300,000	-
Walnut Creek Linear Park - Phase 2A												1,000,000	1,000,000	1,000,000	-
Walnut Creek Linear Park-Phase 3B	100	2,042	100	10,482	-	3,600	-	250,000	250,000	250,000	500,000	1,600,000	2,866,324	3,000,000	(133,676)
Walnut Creek Linear Park-Phase 4	-	-	-	-	-	-	-	-	125,000	125,000	125,000	125,000	500,000	500,000	-
Linear Trails - Barg to Chandler, Forest Brook to Dove Chase	-	-	-	-	-	-	-	-	62,500	62,500	62,500	62,500	250,000	250,000	-
Katherine Rose Memorial Park	0	-	-	-	-	-	-	90,000	-	-	-	1,768,202	1,858,202	2,000,000	(141,798)
Mans Best Field Dog Park - Phase 2	-	-	100	1,477	-	-	2,891	50,000	150,000	150,000	150,000	300,000	804,468	400,000	404,468
McClendon Park Nature Trail and Playground	-	-	3,124	5,209	-	1,000	-	67,000	50,000	100,000	100,000	317,000	643,333	600,000	43,333
James McKnight Park West	-	23,650	-	3,324	-	-	5,700	25,000	25,000	50,000	50,000	50,000	232,674	1,400,000	(1,167,326)
Mansfield National Restroom	-	-	-	500	-	-	-	-	-	-	-	-	500	0	500
Replating Services	-	-	34,750	-	12,250	-	35,800	-	-	5,400	-	6,300	94,500	94,500	-
Total Capital Expenditures	1,750	26,551	52,837	47,070	54,730	95,524	54,400	835,000	837,500	842,900	1,167,500	5,784,649	9,800,410	10,794,500	(994,090)

FY2024-2025 NET	(410,461)	701,388	216,531	4,421,217	574,484	2,485,620	76,249	(168,830)	(468,481)	(566,149)	(928,917)	(5,115,358)	817,293	(7,646,277)	
-----------------	-----------	---------	---------	-----------	---------	-----------	--------	-----------	-----------	-----------	-----------	-------------	---------	-------------	--

	Beginning Balance												Ending Balance		
FUNDS AVAILABLE	12,208,885	11,798,424	12,499,811	12,716,343	17,137,560	17,712,044	20,197,663	20,273,913	20,105,083	19,636,602	19,070,452	18,141,535	13,026,178		

MANSFIELD PARKS & RECREATION

MAY 2025

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



MANSFIELD
PARKS & RECREATION

mansfieldparks.com

[f](#) [@mansfieldtxparks](#)

THIS MONTH IN MANSFIELD

This April, the City of Mansfield was named as a finalist for the 2025 National Gold Medal Award, a prestigious national honor given by the American Academy for Park and Recreation Administration (AAPRA) and the National Recreation and Park Association (NRPA) for overall excellence.

"This is a remarkable accomplishment not only for Mansfield Park and Recreation, but for our residents," said Matt Young, Executive Director of Community Services. "Mansfield residents have long been our biggest fans, but now they can now proudly say their parks, facilities and trails really are among the best of the best."

Mansfield Parks and Recreation is one of only four finalists nationwide in the Class III category, which represents cities with populations between 75,001 – 150,000. All finalists will complete additional rounds of judging this summer, with winners announced during the 2025 NRPA Conference in September.

The Gold Medal Awards program honors excellence in parks and recreation through long-range planning, resource management, volunteerism, environmental stewardship, program development, professional development and community engagement.

"A few years ago, our team collectively created a vision statement that has become a guiding light for every aspect of our decision-making process," said Young.

"Each and every one of us are here to inspire Mansfield residents to gather, grow, preserve, and play through welcoming spaces and remarkable experiences. Everything we do, whether big-picture strategic planning or simple, daily tasks, is shaped by that mandate, and that community-centered approach has steered us towards success, time and again."

SAVE THE DATE

05/23 Chandler Park Splash Pad on
06/05 100 Hours of PLAY Kickoff party
06/07 Family Fishing Day
06/07 Dinos & Donuts & Dads
06/13 ONP Father's Day Event
06/14 Super Awesome Amazing Incredible Tiny Tri
06/20 Family Nerf Night

DIVISION UPDATES

RECREATION

MAC VISITORS	13,043
RECREATION PARTICIPANTS	506
SENIOR MEALS SERVED	658
SENIOR DAILY VISITS	1,155
MAC MEMBERSHIPS SOLD	263
NATURE EDUCATION PARTICIPANTS	55
FIELD TRIP PARTICIPANTS	576

OPERATIONS

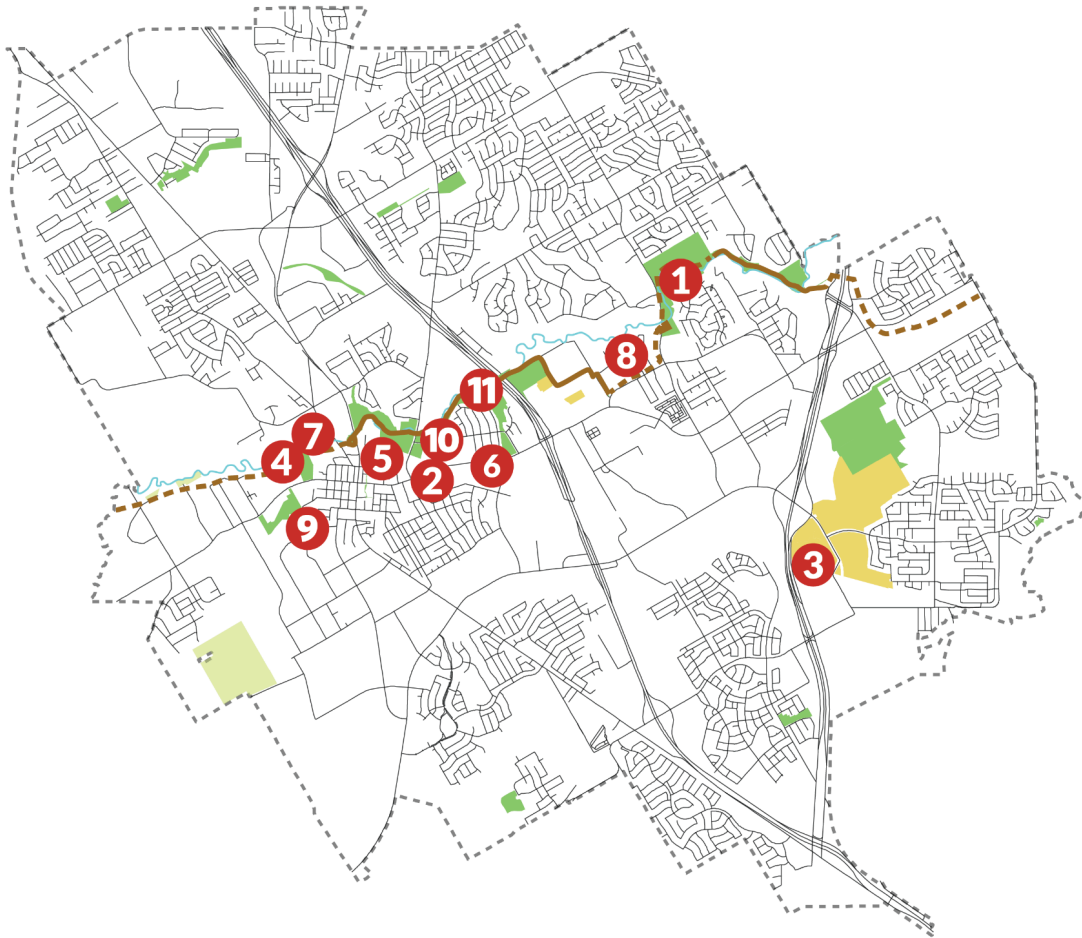
PLAYGROUND INSPECTIONS	16
PAVILION RENTALS	63
FIELD AND COURT RENTALS	55
SPLASH PAD WATER TESTS	63

MARKETING

FACEBOOK FOLLOWERS	15,790
FACEBOOK VIEWS	229,199
INSTAGRAM FOLLOWERS	4,717
INSTAGRAM VIEWS	30,050
EMAIL SUBSCRIBERS	6,708
EMAIL OPEN RATE	28%
WEBSITE VISITORS	7,088



PARK PROJECT UPDATES



	PROJECT	ADDRESS	DETAILS	STATUS
1	Oliver Nature Park	1650 Matlock Rd.	Replace treehouse overlook decking	Construction
2	Geyer Commons	599 E. Broad St.	Historic plaza with retail and park amenities	Construction
3	Mansfield Sports Park	500 Heritage Pkwy S.	Renovation and rebranding of entire complex	Construction
4	Mans Best Field Dog Park	610 W. Broad St.	Water feature, pavilion, lighting, trail connection	Construction
5	Katherine Rose Memorial Park	303 N. Walnut Creek Dr.	Parking expansion, new playground & restroom	Construction
6	Julian Feild Park	1531 E. Broad St.	Veterans memorial, restrooms and pond	Construction
7	Cook Cabin at the Man House	604 W. Broad St.	Relocating/reconstructing historic log cabin	Design
8	Walnut Creek Linear Trail	Cannon/Carlin to ONP	Phase 3B on-street side path trail	Construction
9	McClendon Park East	740 W. Kimball St.	New playground and nature trail	Construction
10	Hardy Allmon Soccer Complex	310 N Walnut Creek Dr.	Relocate soccer fields, add sport courts & fitness	Design
11	McKnight Park West	302 N. Wisteria Dr.	Playground, park amenities and disc golf course	Design

Mansfield Parks and Recreation uses department goals and City Council priorities to develop both long and short-term projects and plans. All projects include icons indicating which of the priorities are being addressed.

**SUMMARY**

This project involves the re-decking of the tree house overlook structure. After many years of replacing the decking boards as necessary due to wear and damage, parks staff realized that it was becoming more and more necessary to do a full re-decking of the structure. After selecting a new composite decking material that was preferred by staff for both its appearance and longevity, the original engineer of the structure was contacted to assess using this new decking material and making any necessary structural changes to accommodate for its use. Upon completion, the tree house overlook will have new decking and handrail material all throughout the structure, along with additional structural lumber and steel supports that were required to support the material.

CURRENT UPDATE

Work has begun on the removal of the current decking of the overlook structure, with some delays due to the current weather limiting undisturbed access. As removal of the decking continues the necessary steel support will be added and inspected along the way before the new decking material is applied. The project is still ahead of schedule despite the weather delays, but work will be limited during extended wet weather and at any times where programs are taking place in the park.

PROJECT MANAGER

Garett Smith

TARGET COMPLETION

Summer 2025

BUDGET

\$150,000

DESIGN FIRM

Charles Gojer & Associates

CONTRACTOR

Pro Reno Group

SOURCE

MPFDC



2 GEYER COMMONS



SUMMARY	The Geyer Commons project will redevelop the City's first ballfield into a mixed-use public space. Phase I includes design and construction of an urban plaza with a vendor market, splash pad, restrooms with an incorporated pump room, architectural gateway feature, seating areas, open space improvements, streetscape improvements, trees, landscaping, infrastructure and lighting. Future phases will include construction of the civic lawn, architectural fountain, wiffle ball field, historic home relocation, parking areas, and additional landscaping and infrastructure.				
CURRENT UPDATE	The site sub base preparation process is complete, and the underground utility work is anticipated to be completed this month. Splash pad construction is anticipated to begin this month, with vertical construction activities beginning in late May. Heavy rain has impacted construction progress but the project continues to move forward. The production of maker market structures is nearing completion. Underground storm drain line installation is 90% complete. New sanitary sewer line and water line installation work continues. The project is expected to be completed in early September.				
PROJECT MANAGER	Mitali Mandlekar	TARGET COMPLETION	Summer 2025	BUDGET	\$5.6 million
DESIGN FIRM	Dunaway Associates	CONTRACTOR	Millis Development & Construction	SOURCE	GF CO's



3 MANSFIELD SPORTS PARK



SUMMARY	Mansfield City Council terminated the operating agreement with Big League Dreams Mansfield, Inc. in late 2023 due to a failure to comply with the agreement and ongoing concerns regarding the facility condition. After a detailed assessment of the park, which includes eight ball fields, an indoor pavilion, two restaurants, batting cages, and a playground, KemperSports and REV Entertainment were selected to serve as the new management team. They are currently overseeing the renovations, rebranding and reimagining of the facility and its programming.				
CURRENT UPDATE	Moisture conditioning work has been completed on four of the fields. Construction plans for the restaurant renovations have been submitted for city permit review as well as with the Texas Department of Licensing and Regulations for accessibility review. Repairs and renovations to the administration building are nearing completion, and roofing and HVAC repairs will begin in May. Kemper is targeting the re-opening for September 1st.				
PROJECT MANAGER	Matt Young/ KemperSports	TARGET COMPLETION	Fall 2025	BUDGET	\$12M
DESIGN FIRM	LRK (Kemper)	CONTRACTOR	Various	SOURCE	GF, KemperSports



4

MANS BEST FIELD DOG PARK



SUMMARY	This project covers the development of phase II for the dog park, which entails installing a swimming pond/water feature for dog use, a dog wash station/area, a central pavilion, agility equipment, and extending irrigation and lighting further into the paddocks. A paved trail is also being added to provide access to the pond and provide future access to the WCLT 4A/4B expansion.				
CURRENT UPDATE	The construction contract has been executed with The Fain Group. The pre-construction meeting will likely take place at the end of the month. The plan set has been approved through the city's permitting process, with only a few minor changes to the environmental protection measures along with other very minor adjustments that were required.				
PROJECT MANAGER	Garett Smith	TARGET COMPLETION	Fall 2025	BUDGET	\$900,000
DESIGN FIRM	Westwood	CONTRACTOR	The Fain Group	SOURCE	MPFDC, Park Fees



5

KATHERINE ROSE MEMORIAL PARK



SUMMARY	Katherine Rose Park and Hardy Allmon Soccer Complex are 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	The contractor is working on the installation of the plumbing and steel for the restroom building in phase 1B. The concrete slab was delayed due to rain. Vertical construction will follow in the next few weeks. The playground equipment is scheduled to be shipped in late summer, with project completion by the end of the year. The Interlocal Agreement with Tarrant County has been approved with construction of the west side soccer area and parking underway.				
PROJECT MANAGER	James Fish & Garrett Smith	TARGET COMPLETION	Winter 2025	BUDGET	\$10 million
DESIGN FIRM	Parkhill	CONTRACTOR	Cole Construction	SOURCE	GF, ARPA, MPFDC



6 JULIAN FEILD PARK



SUMMARY	Phase one of Julian Feild Park redevelopment includes walkways, reflection pond, irrigation and landscaping, restrooms, Serenity Gardens improvements, and a large veterans memorial plaza. Future phases will include trails throughout the rear, wooded portion of the park, and a connection to the Walnut Creek Linear Trail. This project also includes work to address erosion along the west side of the park supported by the drainage fund.				
CURRENT UPDATE	The contractor continues to work on site clearing and grade work through the heavy spring rain events. The restroom building foundation and plumbing work is complete, with vertical construction underway. The project has been delayed due to rain and mud for approximately three weeks.				
PROJECT MANAGER	James Fish	TARGET COMPLETION	Winter 2025	BUDGET	\$5 million
DESIGN FIRM	Kimley-Horn	CONTRACTOR	AUI Partners, LLC	SOURCE	TIRZ #1



7 COOK CABIN AT THE MAN HOUSE



SUMMARY

Parks and Recreation was tasked with relocating the Cook Cabin that currently sits on Cook property across from City Hall to the Man House property in 2023. Discussions during the previous phases at the Man property resulted in the idea that the cabin would be lifted and moved in-tact from its current location. Given the deterioration of the cabin, however, this method was deemed to be unviable and staff was forced to look into other options. Staff enlisted the services of Architexas, a design firm that specializes in the construction and preservation of historical structures. Architexas first completed a Historical Structures Report on the cabin to assess its current condition and recommend the best steps to move forward with relocating the cabin to the Man House property. It was determined that the best option would involve the log-by-log deconstruction of the cabin, and its subsequent reconstruction at the Man House site so that it may be used primarily as a demonstration cabin, with a specific focus on food preparation methods of that period (late 19th into early 20th century).

CURRENT UPDATE

Staff recently received the final plan set for the cabin and has submitted it through the permitting process with the city. The consultant will make any necessary alterations or corrections per the request of the city as needed, and in the meantime will continue to prepare documentation for the bidding process along with staff. Pending any major issues with permitting, staff expects the bid process to begin in late May.

PROJECT MANAGER

Garett Smith

TARGET COMPLETION

Winter 2025

BUDGET

TBD

DESIGN FIRM

Architexas

CONTRACTOR

TBD

SOURCE

GF CO's



8

WALNUT CREEK LINEAR TRAIL 3B



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

The staging area has been secured and construction is officially underway with the contractor surveying and staking the project limits. The plan for construction is to start work on the west side of Matlock and begin the bridge work, then move to Cannon Drive during the MISD summer break to complete the improvements in front of the school.

PROJECT MANAGER

James Fish

TARGET COMPLETION

Winter 2025

BUDGET

\$3 million

DESIGN FIRM

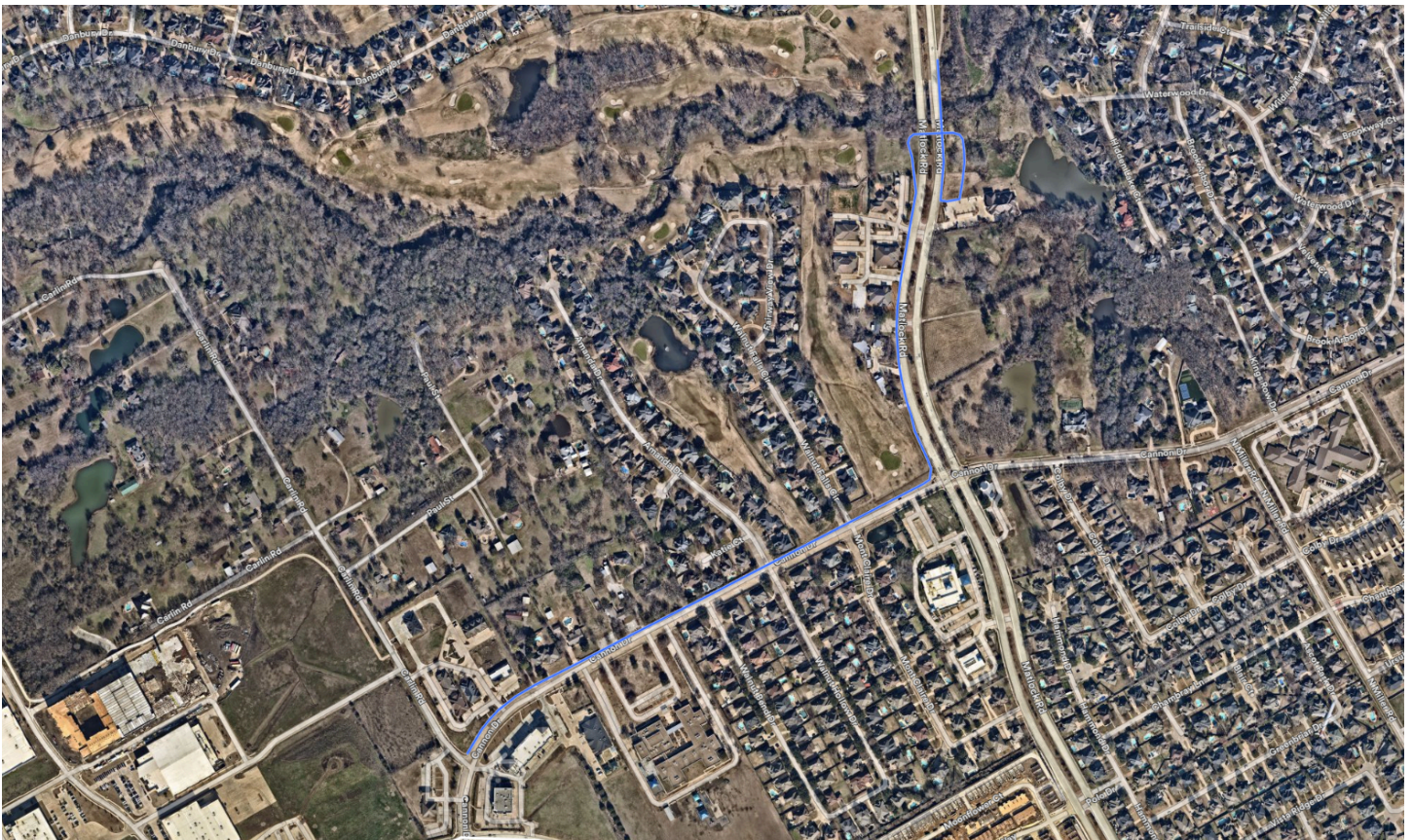
Kimley Horn & Associates

CONTRACTOR

Humphrey & Morton
Construction
Company, Inc.

SOURCE

MPFDC/GF Bonds



9 MCCLENDON PARK EAST



SUMMARY

This project includes the renovation and expansion of the playground area, as well as reworking and enhancing the nature trail connection between this park and McClendon Park West

CURRENT UPDATE

Construction has begun at the park, with the contractor establishing their silt fencing along with site protection fencing before moving into the demo portion (removing old playground). After this is completed, site grading will begin. Recent weather has created some delay, but the contractor should be able to recover quickly and begin these next steps soon. Staff has been working on submittals during this period as well, with a particular effort given to the playground and site equipment (long-lead items) so that it may all be ordered well in advance. The consultant continues their work on revising the trail portion of the project.

PROJECT MANAGER

Garett Smith

TARGET COMPLETION

Fall 2025

BUDGET

\$800,000

DESIGN FIRM

Westwood

CONTRACTOR

D.L. Meacham

SOURCE

MPFDC



10 HARDY ALLMON SOCCER COMPLEX



SUMMARY	Katherine Rose Park and Hardy Allmon Soccer Complex are being reimaged 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	Design work for phase 2 with Parkhill kicked off in early April. This phase will include adding tennis, pickleball, basketball and sand volleyball courts on the south side of Magnolia. The north side will include fitness amenities. Design work is expected to be completed this fall, with construction tentatively beginning in spring 2026. The conceptual master planning and site planning process is currently underway.				
PROJECT MANAGER	Mitali Mandlekar	TARGET COMPLETION	Fall 2026	BUDGET	\$5 million
DESIGN FIRM	Parkhill	CONTRACTOR	TBD	SOURCE	MPFDC



11 JAMES MCKNIGHT PARK WEST



SUMMARY	Mansfield Parks and Recreation was awarded a \$750,000 non-urban outdoor recreation grant for James McKnight Park West from the Texas Parks and Wildlife Commission (TPWC) in January 2023 to add much-needed amenities to the 35-year-old park. The concept includes a playground, walking trail with fitness stations and the city's first disc golf course.				
CURRENT UPDATE	A contract has been executed with Freese and Nichols to resume design/engineering work. Disc golf planning work has started, with field work by Houck Design anticipated to begin this month.				
PROJECT MANAGER	Mitali Mandlekar	TARGET COMPLETION	Summer 2026	BUDGET	\$2.1 million
DESIGN FIRM	Freese and Nichols, Inc. / Houck Design	CONTRACTOR	TBD	SOURCE	TPWD Grant, MPFDC





**City of Mansfield
Staff Report**

Item ID: 25-639

Agenda Date: May 15, 2025

Title

Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Awarding a Construction Contract to Lea Park & Play in an Amount Not to Exceed \$92,864.85 for Repairs to the Playground Safety Surfacing at Clayton W. Chandler Park; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (MPFDC Fund)

Description/History

Clayton W. Chandler Park is a 13-acre community park located at 1530 North Walnut Creek Drive. The second phase of redevelopment was completed in August 2017, including the addition of two playgrounds, a splash pad, restroom building, five pavilions, pond, skate plaza and sport courts. Since opening, the park has proven to be one of the most popular and heavily utilized in the city.

With the heavy usage and normal wear and tear, the playground surfacing has been patched with minor repairs numerous times over the past eight years and is in need of a more significant upgrade. After receiving numerous quotes from several vendors to completely replace the large poured-in-place safety surfacing, staff worked with Lea Park & Play to provide a quote to remove and replace the top $\frac{3}{8}$ " of the surfacing. This method will maintain the safety fall zone integrity of the surfacing, provide a new, fresh colored surfacing, and reduce the overall project cost by maintaining the remainder of the surfacing and the sub base. This will extend the life of the safety surfacing and delay the full replacement for many years.

Lea Park & Play submitted a BuyBoard quote to the city in the amount of \$92,864.85 for the proposed scope of work. Staff believes that this is the most efficient use of funding and recommends awarding the construction contract to Lea Park & Play.

Strategic Initiative

Building Strong Neighborhoods
Provide a Safe Community

Recommendation

Approve Resolution

Funding Source

MPFDC Fund

Prepared By

Brian Coatney, Assistant Director of Parks and Recreation - 8177283391



Quote

ADDRESS

Hillary Hodges
City of Mansfield
Mansfield, TX

SHIP TO

Chandler Park
1530 N Walnut Creek Drive
Mansfield, TX 76063

QUOTE # 32552**DATE** 02/17/2025**EXPIRATION DATE** 06/28/2025**SALES REP**

Sean Moran

DESCRIPTION	QTY	RATE	AMOUNT
Note 2025 Pricing Update- Top Coat Only	1	0.00	0.00
DuraPlay, Inc. Poured In Place Rubber Safety Surfacing Recapping of existing top coat Substrate: Existing Concrete Total Sq. Footage: 7,100 SQFT Surfacing Thickness: .75" Colors: 100% Color Edge: Flush to flatwork Includes: Perimeter Keyway Cut Includes: Security Price is based on a square foot minimum. Price includes material, delivery and installation. Price does not include sub-base preparation, filter fabric, compacted base, or security for work performed. Price is good for 90 days. Please Note: It is the customer's responsibility to verify that the square footage and thickness of the safety surfacing being quoted is accurate according to the project plans and/or specifications. If changes are made to the size of the play area or the playground equipment being installed, this quote will need to be revised and the price per unit is subject to change based on the new specifications.	1	109,253.85	109,253.85T
BuyBoard BuyBoard Discount for contract listed as "Parks and Recreation Equipment and Field Lighting Products and Installation #679-22"	1	-16,389.00	-16,389.00T
Terms:Terms TERMS: Net % 30 days. Tax Exempt/Resale Certificate Required. Initial _____.	1	0.00	0.00T

PLEASE NOTE: Customer is required to verify that quantities, colors, and mounting styles are accurate according to the project plans and/or specifications for all equipment and safety surfacing.

DELIVERY: Delivery is approximately 4-6 weeks after order is received and approved. Installation date TBD (if included). Customer is responsible for offloading the truck if we are not providing installation. Initial _____.

INSTALLATION: Please Note that installation is not included unless otherwise noted above. If installation is included, price assumes that the site has been prepared and that grade slope does not exceed 1 - 2% in any direction. Grade work and drainage improvements/lines are not included unless specifically listed above. Please turn off sprinkler systems 1 week prior to installation to avoid site damage due to wet ground. Initial _____.

DISCLAIMER: Unless specifically listed in the quote above, payment/performance bonds, permits, prevailing wages, sealed engineered drawings, TDLR registration/inspection, and 3rd party safety audits are Not Included in this agreement and, if required, are the responsibility of the customer. A 3% fee will be added for any payments by credit card. Initial _____.

ROCK CLAUSE: In the event that soil or rock conditions are such to prevent normal installation time and procedures, the customer will be responsible for additional equipment, labor expenses and delay costs required to complete the installation. Should the situation arise, the problem will be discussed with the customer prior to incurring any additional cost. Initial _____.

UNDERGROUND UTILITY CLAUSE: The customer hereby agrees that Lea Park & Play, Inc., its employees and/or subcontractors, are not liable for any damage done to any type of underground utilities on the site chosen by the customer unless the customer has had these lines accurately marked prior to installation. The customer further agrees that without properly marked utility lines, the customer shall be responsible for costs incurred to repair any damaged utilities, all costs for medical treatment in the event of injury and any related costs due to delay in the project. It shall be the sole responsibility of the customer to mark, have marked, or hire a professional to establish any and all utility locations prior to Lea Park & Play, Inc., its employees and/or subcontractors starting the project. In the event that Lea Park & Play, Inc., its employees and/or subcontractors start the project before utilities have been located and properly marked, the customer shall again be liable and shall notify Lea Park & Play, Inc., in writing to stop the project until the utilities have been marked. The customer shall further be responsible for any cost incurred due to work stoppage or project delays. Installation is only available Monday-Friday during standard daytime business hours. Initial _____.

A purchase order or signed quote is required. Pricing quoted is based on our standard insurance certificate. Unless specifically listed in the quote above, installation, payment/performance bonds, permits, sealed engineered drawings, and 3rd party safety audits are Not Included in this agreement and, if required, are the responsibility of the customer. Customer is responsible for repair of any unmarked underground utility lines damaged during

SUBTOTAL

92,864.85

TAX

0.00

TOTAL

\$92,864.85

Lea Park & Play, Inc.

1105 Hampshire Ln, Richardson, TX 75080

(972) 690-8163 | (800) 237-4739 Toll Free | Info@LeaParkAndPlay.com | www.LeaParkAndPlay.com

construction. Financing available upon request. A 3% fee will be added for payment by credit card.

THANKS FOR CONSIDERING OUR PRODUCTS!

Accepted By

Accepted Date

RESOLUTION NO. _____

A RESOLUTION OF THE MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION OF THE CITY OF MANSFIELD, TEXAS, AWARDED A CONSTRUCTION CONTRACT TO LEA PARK & PLAY IN AN AMOUNT NOT TO EXCEED \$92,864.85 FOR REPAIRS TO THE PLAYGROUND SAFETY SURFACING AT CLAYTON W. CHANDLER PARK; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND DECLARING AN EFFECTIVE DATE. (MPFDC FUND)

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, it is recognized that it is in the best interest of the citizens of the City of Mansfield that the playground safety surfacing be improved at Clayton W. Chandler Park; and

WHEREAS, City staff has reviewed and considered a BuyBoard proposal from Lea Park & Play for repairs of the playground safety surfacing at Clayton W. Chandler Park and recommends approval of a construction contract for said services; and

WHEREAS, funding for this project is available in the FY2024-2025 MPFDC Operating Budget; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this resolution have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the MPFDC deems the adoption of this resolution to be in the best interest of public health, safety and welfare.

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

SECTION 1.

That a construction contract with Lea Park & Play in an amount not to exceed Ninety-Two Thousand, Eight Hundred Sixty-Four and 85/100 dollars (\$92,864.85) for repairs of the playground safety surfacing at Clayton W. Chandler Park is hereby approved.

SECTION 2.

That the MPFDC President, or his designee, is authorized to execute any documents necessary and take such actions as are necessary to implement this Resolution.

SECTION 3.

That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 4.

That this Resolution shall be effective from and after its passage.

**PASSED AND APPROVED BY THE MANSFIELD PARK FACILITIES
DEVELOPMENT CORPORATION THIS 15TH DAY OF MAY 2025.**

Scot Bowman, President

ATTEST:

Sarah Speer, Administrative Assistant II



**City of Mansfield
Staff Report**

Item ID: 25-640

Agenda Date: May 15, 2025

Title

Resolution – A Resolution of the Mansfield Park Facilities Development Corporation of the City of Mansfield, Texas, Awarding an Annual Maintenance Contract to Looks Great Service of MS, Inc. in an Amount Not to Exceed \$80,000 for Tree and Shrub Maintenance; Finding That the Meeting at Which This Resolution is Passed is Open to the Public as Required by Law; And Declaring an Effective Date. (General Fund, MPFDC Fund)

Description/History

In a continuing effort to provide landscape maintenance services for City property in the most cost-effective manner, the Parks and Recreation Department has outsourced landscape maintenance services for park and municipal properties since 2005. Currently, City staff receives at least three quotes for each individual tree maintenance work order throughout the year, and submits the quotes and purchase order request through finance for approval. After a purchase order has been generated, the contractor is given notice to proceed and the work can be executed.

The proposed tree and shrub maintenance contract allows the City to increase the level of service to the citizens by using contractors to maintain trees and shrubs while in-house staff concentrates on high end maintenance such as chemical applications, fertilization, botanicals, and irrigation. With an established annual contract, as soon as a work order or maintenance request is generated, the contractor will be able to initiate the work and expedite the process.

This contract is for maintenance on an as-needed basis for trees and shrubs located in parks, municipal buildings, medians and rights-of-way. The full contract amount is \$80,000 with \$30,000 covering properties funded by the General Fund and \$50,000 covering properties funded by the Mansfield Park Facilities Development Corporation. Services include tree and shrub trimming and tree removal.

Requests for bids were advertised in the Star Telegram on March 28, 2025 and April 4, 2025. Sixteen professional landscape maintenance companies attended the mandatory pre-bid meeting on April 10, 2025, with seven companies submitting sealed bids on April 16, 2025. Staff reviewed the bids and worked with the Legal Department to ensure all bid requirements were met. It was determined that Looks Great Service of MS, Inc. was the successful “best value” bidder. The initial contract term is for one year and will be reviewed annually to determine subsequent renewal terms. At the City’s option, this contract shall be renewable for four (4) additional one-year periods.

Strategic Initiative

Provide a Safe Community
Improve City Wide Mobility

Recommendation

Approve Resolution

Funding Source

General Fund, MPFDC Fund

Prepared By

Brian Coatney, Assistant Director of Parks and Recreation - 8177283391



BID OPENING FORM

Owner: City of Mansfield

Bid No.: 2025-23-01-05

Project: 2025-23-01-05 Citywide Tree and Shrub Maintenance and Removal

Date: 04/15/25 at 10:00 a.m.

Name of Bidder	Bid Type	Bid Bond Attached	Bid Amount	Comments
West Coast Arborist Inc.		☐ Yes	\$225 Hourly	Received on 4/14 at 8:42 a.m. by KB
2200 E Via Burton St.		☐ No		
Anaheim, CA 92806				
Smith Lawn and Tree		☐ Yes	\$240 Hourly	Received on 4/16 at 8:32 a.m. by KB
3200 Handley Ederville Rd.		☐ No		
Richland Hills, TX76118				
Earthworks Inc.		☐ Yes	\$225 Hourly	Received on 4/16 at 8:35 a.m. by KB
P.O. Box 199		☐ No		
Lillian, TX 76061				
Services Unlimited		☐ Yes	\$250 Hourly	Received on 4/16 at 9:15 a.m. by KB
5401 Hemphill St.		☐ No		
Fort Worth, TX 76115				
Arbor Masters		☐ Yes	\$200 Hourly	Received on 4/16 at 9:28 a.m. by KB
1510 Jelmak St.		☐ No		
Grand Prairie, TX 75050				
Looks Great Service of MS, Inc.		☐ Yes	\$150 Hourly	Received on 4/16 at 9:38 a.m. by KB
1501 Highway 13 North		☐ No		
Columbia, MS 39429				
Texas Tree Tops Tree Services LLC		☐ Yes	\$275 Hourly	Received on 4/16 at 9:51 a.m. by KB
3613 Avenue N		☐ No		
Fort Worth, TX 76105				

RESOLUTION NO. _____

A RESOLUTION OF THE MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION OF THE CITY OF MANSFIELD, TEXAS, AWARDED AN ANNUAL MAINTENANCE CONTRACT TO LOOKS GREAT SERVICE OF MS, INC. IN AN AMOUNT NOT TO EXCEED \$80,000 FOR TREE AND SHRUB MAINTENANCE; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND DECLARING AN EFFECTIVE DATE. (GENERAL FUND, MPFDC FUND)

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, the City continues to improve its parks, municipal facilities, and roadways to enhance the aesthetics and services of the community; and

WHEREAS, these improved areas must be maintained and contracting this service will allow staff to concentrate on high end maintenance areas; and

WHEREAS, the City of Mansfield has publicly advertised and requested competitive bids for contract tree and shrub maintenance; and

WHEREAS, City staff has reviewed and considered a bid proposal from Looks Great Service of MS, Inc. for tree and shrub maintenance on city properties and recommends approval of a maintenance contract for said services; and

WHEREAS, funding for this project is available in the FY2024-2025 General Fund and MPFDC Operating Budgets; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this resolution have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the MPFDC deems the adoption of this resolution to be in the best interest of public health, safety and welfare.

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

SECTION 1.

That a maintenance contract with Looks Great Service of MS, Inc. in an amount not to exceed Eighty Thousand and no/100 dollars (\$80,000) for tree and shrub maintenance on city properties is hereby approved.

SECTION 2.

That the MPFDC President, or his designee, is authorized to execute any documents necessary and take such actions as are necessary to implement this Resolution.

SECTION 3.

That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 4.

That this Resolution shall be effective from and after its passage.

**PASSED AND APPROVED BY THE MANSFIELD PARK FACILITIES
DEVELOPMENT CORPORATION THIS 15TH DAY OF MAY 2025.**

Scot Bowman, President

ATTEST:

Sarah Speer, Administrative Assistant II