



**Mansfield Park Facilities Development Corporation - Regular Meeting Minutes
May 15, 2025 - 6:00 PM
Final**

Council Chambers
1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

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

Present: Scot Bowman, Lindsay Cadenhead, Lance Hood, Malinda Knappenberger, Bob Kowalski, Jessica Ng-Hinojosa, Raul Najera (arrived at 6:04 PM)

Absent: Shelley Isbell

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.

Louis Hardin of 113 N. 4th Ave, Mansfield addressed the board regarding the presence of fireflies on his property.

3. APPROVAL OF MINUTES

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

Presenters:

Attachments:

1. 4-17-2025

A motion was made by Board Member Kowalski to approve the item.

Seconded by Board Member Ng-Hinojosa. The motion PASSED by the following vote:

Aye: 6 Scot Bowman, Lindsay Cadenhead, Malinda Knappenberger, Bob Kowalski,
Raul Najera, Jessica Ng-Hinojosa
Nay: 0 None
Abstain: 1 Lance Hood

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

A Cash Flow report was reviewed during the meeting with revised numbers. A month-to-month sales tax comparison through April was reviewed. For the month of May, sales tax was up 9.74% over last year and up 9.34% for the year.

5. DEPARTMENT UPDATES

25-642 Monthly Report - May 2025

Presenters:

Attachments:

1. MPFDC Monthly Report - May 2025

PARK PROJECTS

Oliver Nature Park

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.

Geyer Commons

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.

Mansfield Sports Park

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.

Mans Best Field Dog Park

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.

Katherine Rose Memorial Park Phase 1B

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.

Julian Feild Park

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.

Cook Cabin at the Man House

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.

Walnut Creek Linear Trail 3B

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.

McClendon Park East

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.

Hardy Allmon Soccer Complex

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.

McKnight Park West

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.

OPERATIONS

Playground inspections - 16

Pavilion rentals - 63
Field and court rentals - 55
Splash pad water tests - 63

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

MARKETING & COMMUNICATIONS

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

EXECUTIVE DIRECTOR'S REPORT

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 Parks 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."

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

**A motion was made by Board Member Cadenhead to approve the resolution:
Seconded by Board Member Knappenberger. The motion PASSED by the following vote:**

Aye: 7 Scot Bowman, Lindsay Cadenhead, Lance Hood, Malinda Knappenberger,
Bob Kowalski, Raul Najera, Jessica Ng-Hinojosa
Nay: 0 None
Abstain: 0 None

Resolution Number: 4371-25

- 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

**A motion was made by Board Member Kowalski to approve the resolution.
Seconded by Board Member Cadenhead. The motion PASSED by the following vote:**

Aye: 7 Scot Bowman, Lindsay Cadenhead, Lance Hood, Malinda Knappenberger,
Bob Kowalski, Raul Najera, Jessica Ng-Hinojosa
Nay: 0 None
Abstain: 0 None

Resolution Number: 4372-25

7. DISCUSSION ITEMS

FY2025-2026 Budget Update

Brian Coatney, Assistant Director of Parks and Recreation, provided the board with an update on the FY25-FY26 budget.

8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Malinda Knappenberger thought the social media post for job openings within the department was hilarious.

Raul Najera thanked everyone for spending his birthday with him tonight at the board meeting.

Scot Bowman said he enjoys seeing all of the projects on the monthly report map and thanked staff for their dedication.

9. INFORMATIONAL ITEMS

Brian Coatney announced the two M3 Ranch parks were officially deeded over to the City and we will begin maintenance May 16, 2025 and there will be a budget workshop during June's meeting for the FY25-FY26 budget.

10. ADJOURN

A motion was made by Board Member Cadenhead to adjourn the meeting at 6:50 PM. Seconded by Board Member Najera. The motion PASSED by the following vote:

Aye: 7	Scot Bowman, Lindsay Cadenhead, Lance Hood, Malinda Knappenberger, Bob Kowalski, Raul Najera, Jessica Ng-Hinojosa
Nay: 0	None
Abstain: 0	None

Scot Bowman, President

ATTEST:

Sarah Speer, Administrative Assistant II