



## **CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES**

**Tuesday, November 12, 2024**

The Park Commission of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on November 12, 2024. Members of the public and the Park Commission were able to participate in the meeting virtually, as long as a quorum of the Park Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL PARK COMMISSION MEETING TO ORDER**

1. Roll Call

**Chair Melissa Morrow called the meeting to order at 12:01 p.m.**

**Present Members:** Chair Melissa Morrow, Mary Elizabeth Cofer, Don Hudson, Victora Johnson, and Chad Smith

**Also Present:** City Administrator Ashley Wayman and Interim City Secretary Makayla Rodriguez

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT AGENDA**

2. Discussion and possible action on the minutes from the October 8, 2024 Park Commission meeting

**Mary Elizabeth Cofer moved to approve the meeting minutes. Chad Smith seconded the motion. The motion carried with 5 in favor and 0 against.**

### **REGULAR AGENDA**

3. Discussion regarding Quarterly Park Walk Through report and park improvements update from Public Works

*The Park Commission moved to item 4 at this time.*

Mary Elizabeth Cofer reviewed the quarterly park walk through document with the Park Commission.

*The Park Commission moved to item 6 at this time.*

4. Update from Western Hills Little League and Western Hills Girls Softball

There was no update from Western Hills Little League.

5. Discussion and possible action regarding funding for tree and plant project approved by Park Commission

Melissa Morrow stated that the RCDC did not meet this month, and that she plans to attend the next RCDC meeting on December 9, 2024.

The Park Commission discussed the tree and plant project, proposals received, and funding.

*The Park Commission moved back to item 3.*

6. Discussion and possible action regarding trail improvements

Don Hudson shared improvements that he made to the trail.

The Park Commission discussed It's My Park Day and ways for Public Works to maintain the trail.

7. Discussion and possible action regarding park fundraising and sponsor recognition

Chair Melissa Morrow stated that she would like to select projects to do for It's My Park Day next year in the next meeting. The Park Commission discussed ideas to incentivize residents to come out to the park.

The Park Commission discussed ideas for fundraising towards projects. City Administrator Ashley Wayman shared additional ideas with the Park Commission. The Park Commission continued to discuss donations, past initiatives, and donation recognition ideas. They agreed to brainstorm on more ideas in the next meeting.

**ADJOURNMENT OF MEETING**

**The meeting was adjourned at 12:39 p.m.**

**Minutes adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.**

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**Melissa Morrow, Chair**

**ATTEST:**

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**Makayla Rodriguez, City Secretary**