



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Tuesday, February 10, 2026

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 February 10, 2026. 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, Sean Downing, Don Hudson, Victoria Johnson, and Diana Wallace

Also Present: City Administrator Alun Thomas, Development Services Manager Nikki Stautzenberger, Council Member Kevin Glasheen, and Council Member Kevin Schell

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the December 9, 2025 Park Commission meeting
3. Discussion and possible action on the minutes from the January 13, 2026 Park Commission meeting
4. Discussion and possible action to elect Melissa Morrow as Chair of the Park Commission

Laurie Mills moved to approve the Consent Agenda. Diana Wallace seconded the motion. The motion carried with 7 in favor and 0 against.

REGULAR AGENDA

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

Steve Franke of Western Hills Girls Softball informed the Park Commission that practices start next week, February 16, 2026. He stated that the first game will be held on Friday, February 27, 2026.

6. Update from Western Hills Athletic Club

Steve Marcie, resident at 3220 Park Hills Drive and member of the Board of Directors of the Western Hills Athletic Club, gave a construction update on the pool deck, which is still in process and had a minor setback. He stated that the pool deck construction should be finished within the next month. Mr. Marcie explained that the courts at Western Hills Athletic Club should be completed by May.

7. Discussion, update, and possible action regarding the Rollingwood Park Design Group meeting

Chair Melissa Marrow gave a summary of the Rollingwood Park Design Group's meeting, which took place on February 2, 2026. She explained that the group was made up of two Council Members, two Rollingwood Community Development Corporation members, and three park commission members. The main ideas that came out of the Rollingwood Park Design Group meeting were the need for a flat area, natural grass, and a subcommittee to help register dogs, clean up, and regulate off-leash park rules.

8. Discussion and possible action regarding recommendations to City Council for a dog off leash area

Curt Arnette of Sitio Design Austin presented three options for off-leash areas. The proposed designs included two 0.6-acre areas and one 0.4-acre area featuring an accessible ramp to the lower park, which connects to a 0.2-acre off-leash area.

The Park Commission discussed the cost of relocating the trail and possible placement options.

Steve Franke questioned the sizing of the baseball and softball fields presented in the drawings. He mentioned that option two might conflict with softball because balls could be hit far enough to create a potential safety concern. Mr. Franke suggested that options one and three would be recommended.

Council Member Kevin Glasheen thanked Curt Arnette, Melissa Morrow, and the Park Commission for all their work on the project. He stated that his preference would be option 1 and 2. Council member Glasheen also suggested that the accessible ramp in option 3 was a good idea, but believed that having an off-leash area in the lower park would be unfeasible. Council Member Kevin Schell suggested that the location of the trail should not be directly next to the off-leash area due to residents potential fear of dogs.

J.C. Butler, resident at 6 Pleasant Cove, stated his concerns about option 3. He expressed his dislike of a 0.2-acre off-leash area next to their backyard and stated his privacy concerns, barking dogs, and erosion that would accumulate in their backyard.

The Park Commission discussed maximizing space, temporary fencing, a 0.5-acre option, and suggested a handrail on the side of the trail closest to the cliff. Park Chair Melissa Morrow, proposed new plans that consist of a 0.6-acre area with a trail dividing fields and a .6 area with a trail closest to the cliff.

Laurie Mills motioned to have a 0.5-acre drawing at the next Park Commission Meeting. Victoria Johnson seconded. The motion carried 4 in favor and 3 abstaining (Downing, Wallace, Morrow)

9. Discussion, update, and possible action on east driveway entrance improvements and parking area improvements in Rollingwood Park

Laurie Mills moved to approve the parking lot as designed in the City Council packet. Victoria Johnson seconded the motion.

Council Member Kevin Glasheen stated that if approved, he would like to designate Chair Melissa Morrow as the project manager to get bids and handle contracts.

The Park Commission and Council Member Kevin Glasheen discussed materials to be presented at the City Council meeting. They also mentioned concerns from the RCDC regarding moving forward with the parking lot before more progress is made with the dog off-leash area.

The motion carried with 7 in favor and 0 against.

10. Discussion and possible action on treatment solutions for mosquitos in the lower park area

This item was not discussed.

11. Discussion regarding Quarterly Park Walk Through report from Public Works

This item was not discussed.

ADJOURNMENT OF MEETING

The meeting was adjourned at 1:36 p.m.

Minutes adopted on the 10th day of March, 2026.

Melissa Morrow, Chair

ATTEST:

Lindsay Saenz, Assistant to the City Administrator