



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Tuesday, March 19, 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 March 19, 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 12:00 p.m.

Present Members of Park Commission: Chair Melissa Morrow, Mary Elizabeth Cofer, Don Hudson, Victoria Johnson, Laurie Mills, Chad Smith, and Diana Wallace

Also Present: City Administrator Ashley Wayman, Assistant City Administrator Desiree Adair, and Assistant to the City Administrator Makayla Rodriguez

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the February 6, 2024 Park Commission meeting

Don Hudson moved to approve the meeting minutes. Mary Elizabeth Cofer seconded the motion. The motion passed with 7 in favor and 0 against.

REGULAR AGENDA

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

Steve Franke of Western Hills Girls Softball discussed that softball season is underway and that the little league is pursuing drainage improvements on Field 2 near the pitching mound and

second base. He also discussed that Western Hills day will be on April 20th. He continued to say that they currently have Kona Ice coming and are looking to add another vendor to have at the event.

Chair Melissa Morrow explained that the Park Commission met with a landscaper from Maas Verde Landscape Restoration to address drainage in the park. Steve Franke and the Park Commission discussed improvements on Field 2.

4. Discussion and possible action regarding prioritizing projects in the park

Chair Melissa Morrow presented a document containing each member's priorities in the park. She discussed that she consolidated each member's items to a list and would like to review to get a consensus on top priorities. The Park Commission also discussed the park site visit with City Council and Maas Verde Landscape Restoration

The Park Commission discussed the following items:

- Erosion at the field house and pavilion
- Parking at the upper fields
- Trees in the upper park
- Improvements to grass on the fields
- Improvements to the fieldhouse
- Improvements to the walking trail
- Addition of plants to the park
- Improvements to the area north of the pool
- Improvements to bleachers and shade
- Drainage at the fields
- Addition of a basketball court
- Artificial turf on field 1
- Playground mulch

Chad Smith discussed repairs to the exercise equipment. Mary Elizabeth Cofer stated that repairs can be addressed with Public Works Director Izzy Parra.

The Park Commission discussed the park walk-through. Assistant to the City Administrator Makayla Rodriguez stated that the next park walk-through will be on April 16th. Chair Melissa Morrow requested to include Public Works Director Izzy Parra. City Administrator Ashley Wayman said she will check his availability.

Chair Melissa Morrow asked the Park Commission members to rate their top five items they would like to prioritize from 1, indicating high priority, to 5, indicating a lower priority on a whiteboard. She explained that they will tally the totals per item to see what should be addressed in the park.

Chair Melissa Morrow gathered all the ratings from the whiteboard and discussed the findings with the Park Commission. The Park Commission came to a consensus to focus on erosion at

the field house and pavilion, improve the safety and usability of parking around the upper fields, repair and improve the walking trail, and addition of trees to the upper park.

Chair Melissa Morrow would like to create subcommittees for the top three priorities at the next meeting.

The Park Commission discussed availability for the April meeting. They agreed to have the next meeting on April 23rd at 12:00 p.m.

The Park Commission discussed next steps.

5. Discussion regarding park budget requests for the FY 2024-2025 Budget

The Park Commission did not discuss this item.

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:59 p.m.

Minutes adopted on the _____ day of _____, 2024.

Melissa Morrow, Chair

ATTEST:

Desiree Adair, City Secretary