



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

**Tuesday, August 15, 2023**

The Parks 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 August 15, 2023. 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 Chad Smith called the meeting to order at 11:31 a.m.**

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

**Also Present:** Council Member Kevin Glasheen, City Administrator Ashley Wayman, City Secretary Desiree Adair, Utility Billing Manager Veronica Hernandez, and Assistant to the City Administrator Makayla Rodriguez

### **PUBLIC COMMENTS**

The following people spoke during public comments:

- Owen Manchin, Eagle Scout member of Troop 990, introduced himself to the Park Commission and would like to implement an Eagle Scout Project to make minor improvements to the park. He plans on coming back with a completed plan.

### **CONSENT AGENDA**

2. Discussion and possible action on the minutes from the April 3, 2023 Park Commission meeting

**Chad Smith moved to approve the April 3<sup>rd</sup>, 2023 minutes. Don Hudson seconded the motion. The motion carried with 5 in favor and 0 against.**

## **REGULAR AGENDA**

3. Discussion and possible action regarding a potential Eagle Scout Project in the Park

The Park Commission asked questions of Mr. Manchin regarding the details of his project.

Niccole Mauricci found an eagle scout volunteer project approval process form from 2020 to assist Owen Manchin.

Council Member Kevin Glasheen offered additional assistance with the eagle scout project.

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

Steve Franke of Western Hills Girls Softball discussed that they are in the registration phase and that practices will begin after Labor Day, and games will begin in mid-September. Steve Franke also mentioned that he will be working on field maintenance soon.

5. Update on the rehabilitation project of Fields 3, 4, and 5

Council Member Kevin Glasheen announced that the rehabilitation project finished and completed a little under budget. Council Member Kevin Glasheen appreciated the effort made from the community. He discussed all the improvements that were made. Mr. Glasheen commended Public Works Field Operator Johnny Coronado for his help and knowledge as well as the rest of Public Works Department.

Council Member Kevin Glasheen explained that there are inconsistencies within parks irrigation system and reached out to a gentleman from City of Austin to make a map of the irrigation as well as recommendations on some improvements that could be made.

Chair Chad Smith thanked Council Member Kevin Glasheen for his attention and improvements in the park. Melissa Morrow also thanked Mr. Glasheen for keeping the park accessible while in the process of completing the project.

6. Discussion and possible action to install additional gate for fields 3, 4, and 5

Council Member Kevin Glasheen discussed the need for a new gate due to the volume of traffic going in and out of the fields, he also discussed that a double gate would reduce traffic in the enclosed field. Council Member Kevin Glasheen explained that RCDC approved the funding for the new double gate.

**Chair Chad Smith moved to approve the new gate as designed. Mary Elizabeth Cofer seconded the motion. The motion carried with 5 in favor and 0 against.**

## **ADJOURNMENT OF MEETING**

**Chair Chad Smith adjourned meeting at 12:01 pm**

Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
**Chad Smith, Chair**

**ATTEST:**

\_\_\_\_\_  
**Desiree Adair, City Secretary**