

**April 16, 2026, Park Walk Through**  
Mary Elizabeth Cofer & Diana Wallace

**New Items Identified:**

**Upper Park:**

1. Mimosa tree (especially dead branches) needs more trimming.
  
2. Driveway on the east side is not meant for commercial parking.
  
3. Main concern is erosion on the west side of the trail. It looks worse without filler brush, or is more erosion occurring?
  
4. Landscape rocks & stones at Field House/ "retaining wall" are missing. Trail stones have been pried up & moved.
  
5. In general, mulch is placed too close to tree trunks. It needs to be pulled away from the bases of the trees in both the upper & lower parks.

**Lower Park:**

1. The community garden has come a long way. Nice work to the volunteers & Public Works.



Update/Comments to Current Items



Previous Completed Items

**October 21, 2025 Park Walk Through**

Mary Elizabeth Cofer and Lindsay Saenz

**New Items Identified:**

**Upper Park:**

1. The Buckeye tree that is located near the entrance of the Upper Park needs to be trimmed back. PW will address this in the fall.
2. The path from the upper parking lot to City Hall needs to be cleaned up or restored. PW will address this in the spring.
3. The stairs that connect the upper parking lot to City Hall need to be replaced. PW will address this in the spring.
4. The water fountain appears to be disabled on the East side of the
5. The gate by the water fountain is locked, and it is unclear as to why
6. The new rocks for seating in the upper playground are a potential

<i>Ismael Parra</i> 2026-03-04 13:15:04
<i>Ismael Parra</i> 2026-03-04 13:17:05 have been reinforced. be replaced in the
<i>Ismael Parra</i> 2026-03-04 13:18:42 Field house restroom was being worked on. safety hazard.

**Lower Park:**

1. The circular rock formation in front of City Hall needs to be cleaned up. There are smaller rocks that need to be moved. PW will address this in the fall.
2. Before entering the Pavilion, there is a dirt patch that needs some type of material to cover it (grass, rocks, etc.) PW will address this in the spring.
3. The dog on leash sign that is located next to the Pavilion is old and bent, which makes it hard to read. PW will address this in the spring. PW will address this in the fall.



Update/Comments to Current Items



Previous Completed Items

## August 12, 2025 Park Walk Through

Melissa Morrow

### New Items Identified:

#### Upper park

1. Can you give us some history on the dumpster at the entrance to the park near the pool gate. Does it belong to the City or the Pool? As one of the first things you see on entering the park we would like to look at moving it to another location, let us know what the parameters are. If it needs to stay, let's make a plan to hide it better.

Staff confirmed that the dumpster belongs to Western Hills Little League as well as confirmed that it is on Park Land.

2. There are still several bleacher end caps that need replacement. Please send another note to WHLL about the need to get these fixed as we have had at least one injury as a result of these sharp edges. City staff will reach out to Western Hills Little League.

#### Lower Park

1. The fence around the outdoor storage area next to the lower park is falling apart. Can we get bids to replace it.

Action will be delayed due to discussions of a new City Hall. Otherwise, it can be resolved internally.

Public Works can work on this project if needed in the spring.

2. It appears an animal or child has been digging out under the large boulders in the lower park back field. Concern that one could roll onto a child playing. Public Works have taken care of this issue. Large Boulders were moved and filled with fresh dirt and small rocks; boulders were then moved back into place.

3. Irrigation pipe sticking up between the playground curb and the bench near the swirling slide. Public Works took care of the issue by moving the irrigation head so the tree can get sufficient water.

4. It looks like someone is regularly driving from the sidewalk through the back grass area and creating a rutted area in the middle of the grass. Can they vary their route so it does not ruin the grass? Public Works will vary routes when performing work.

### Carry Over from Previous Walk Throughs:

1. Suggest adding a finished surface between the new lower pavilion steps and the sidewalk. A strip of artificial turf might work well there.

City staff will review this proposed improvement and carry it out as time and workload permit.



Update/Comments to Current Items



Previous Completed Items

## January 21, 2025 Park Walk Through

Melissa Morrow and Mary Elizabeth Cofer

### Carry Over from Previous Walk Throughs:

**1. 1 Painting maintenance needed at lower park benches.**

Rotted wood has been replaced and painted on the picnic tables, the benches will be grinded and receive a fresh coat of paint in the spring.

**2. Railroad ties at parking lot bordering field 2 are misaligned and several show extensive rot.**

Public Works will work on this the week of January 13, 2025.



Update/Comments to Current Items



Previous Completed Items

## October 15, 2024 Park Walk Through

Mary Elizabeth Cofer and Diana Wallace

### New Items Identified:

#### Upper Park

- 1. Ongoing Erosion Issues**  
Pending capital project. No action from staff at this time.
- 2. Sprinkler system at Butterfly Garden needs work.**  
Public Works worked on this item on November 8, 2024.

#### Lower Park

- 3. Lower Park Library needs waterproofing.**  
Public Works repaired library.

### Carry Over from Previous Walk Throughs:

- 4. Ongoing erosion west of field house.**  
Received proposal for retaining wall. No action from staff.
- 5. Driveway area and parking needs work. Could this be redone with layer of road base, then covered with hard gravel? Parking could be delineated in the gravel with border stones set with about 1" above the surface of the gravel.**  
Pending capital project. No action from staff.



Update/Comments to Current Items



Previous Completed Items

## July 17, 2024 Park Walk Through

Don Hudson and Diana Wallace

### New Items Identified:

#### Upper Park

- 1. Misaligned stones, west of field house, at water crossing paved with border stones.**  
Pending further direction on trail maintenance and improvement from Park Commission.
- 2. QUESTION: How much effort is required of Izzy and staff to maintain trail? Is it a large amount of time?**  
Public Works weed eats the trail weekly. As for any other maintenance, Public Works maintains the trail as needed, such as trail border alignment and refreshing decomposed granite. See item #2.
- 3. Multiple areas on trail between field house and cliff show granite surface washing over border stones, covering them up.**  
Trail related – addressed in item #2.
- 4. Water crossing at north trail shows erosion, the outer run of border stones covered with DG**  
Trail related – addressed in item #2.
- 5. Near northeast corner of trail, many loose border stones.**  
Trail related – addressed in item #2.
- 6. Grass Burrs (aka “goatheads”) noticed along north portion of trail.**  
Trail related – addressed in item #2.
- 7. Northeast corner water crossing needs work.**  
Trail related – addressed in item #2.
- 8. What are loose border stones behind backstop at field 4 to be used for. It appears they may be staged there for erosion control behind backstop.**  
It looks like the stones were being used for erosion control. Public Works re-stacked them, but I'm not sure when they were placed there.
- 9. QUESTION: Where is east border between WHAC Pool and Rollingwood park?**  
Here is a link to the property on TCAD: <https://travis.prodigycad.com/property-detail/107303>. If you go to the map view you can turn on the aerial map and it shows the property outline. This should be accurate within about 2 feet.
- 10. Parts of border buried with decomposed granite at south trail along Rollingwood Drive at field 2**  
Trail related – addressed in item #2.



Update/Comments to Current Items



Previous Completed Items

**11. QUESTION: If City Council passes the proposed tree project, could we request donations for same from residents of Rollingwood?**

Yes.

**12. Loose border stones, trail head at parking lot near Gentry Dr.**

Trail related – addressed in item #2.

**13. Bermuda grass or other invasive grass showing up at trail head at parking near Gentry Dr**

Grass area has been treated.

**14. Cracked irrigation valve cover at entry to parking lot near Gentry.**

Irrigation valve cover was replaced.

#### **Lower Park**

**15. North of playscape, missing border stones, erosion**

Trail related – addressed in item #2.

**16. Some beautification needed at new slab, west side of Pavilion. Could be plants to soften appearance and soften sharp edges for walkers and others.**

New plants and gravel will be added in spring.

**17. Regarding large trees between City Hall and Pavilion; is it OK for mulch to contact base of tree. The amount and depth of mulch looks good at 1" to 1-1/2".**

Public Works has addressed this.

**18. COMMENT: The application of mulch in the beds at city hall looks GREAT!**

No action from staff.

**19. Nut Sedge and other unwelcome grasses are coming up in beds at city hall.**

Public Works has added this to routine maintenance.

**20. Misaligned border stones at path from city hall to parking near Gentry.**

Trail related – addressed in item #2.

#### **Carry Over from Previous Walk Throughs:**

**21. Erosion exists in many places along the walking trail. In some places it is more pronounced than others. In some places, it has washed out part of the trail. Trail border stones seriously misaligned along the trail near the field house.**

Trail related – addressed in item #2. .



**Update/Comments to Current Items**



**Previous Completed Items**

22. Parts of the trail border missing east of the playscape. This could be intentional to allow mowing equipment access to lawn.

Trail related – addressed in item #2.

**April 15, 2024 Park Walk Through**

**Laurie Mills and Chad Smith**

**New Items Identified:**

1. Reinforce stairs from upper park parking lot to City Hall and trim landscape that is overgrown along stairs.  
**This has been completed.**
2. Drainage in lower park just past the swing toward the back field.  
**Public Works has cancelled out some of the irrigation heads in the area, this will alleviate some of the water build up. We are looking into adding decomposed granite to stop.**
3. Redistribute gravel along the back walking trail at lower park where there are holes and weed control along trail (upper and lower).  
**Public Works will keep addressing these issues as part of regular maintenance.**

**Carry Over from Previous Walk Throughs:**

23. The drainage areas on the north and west sides of the lower park pavilion, including the area on the west side of the sidewalk.  
**Drainage assessment in progress from by Maas Verde Landscape.**
24. Some tree pruning needed near the butterfly garden. Some trees are contacting plants in the garden.  
**Will be maintained as needed.**



Update/Comments to Current Items



Previous Completed Items

## January 16, 2024 Park Walk Through

Melissa Morrow & Mary Elizabeth Cofer

### New Items Identified:

1. We should host a community garden clean-up before Spring plantings?  
**No action by staff at this time.**
2. Remove tree debris from the garden bed on Rollingwood Drive  
**Completed and will be maintained as needed.**
3. Upper playground mulch is low.  
**This has been completed.**
4. Straighten stones along the granite trail just west of the upper playground.  
**This has been completed.**
5. Bury wire between trail and restrooms just north of the upper playground.  
**This has been completed.**

### Carry Over from Previous Walk Throughs:

1. Hose reel at butterfly garden needs to be anchored to the tree or the ground. If not feasible, it should be replaced with a better solution.  
**This has been completed.**
2. There is a large stand of a thorny shrubs, north side of park following the walking trail. These are slowly spreading via root suckers.  
**Completed and will maintain as needed.**
3. A collection of debris behind the Community Garden could be cleaned out if not needed.  
**This has been completed.**
4. Another bench, The Johnson Family Bench, needs a bolt and a washer to be added. The bolt has dug into the plastic.  
**This has been completed.**
5. Mulch is mounded around a large tree between city hall and the Pavilion. Is this good for the tree? It is my understanding that excessive buildup can harm a tree.  
**This has been completed.**



Update/Comments to Current Items



Previous Completed Items

## November 14, 2023 Park Walk Through

Victoria Johnson & Don Hudson

### New Items Identified:

#### UPPER PARK

1. Serious erosion between field house and trail. This has been under consideration for a while, though no work has begun See 4.b.
2. We discussed how a water collection system could mitigate the flow to the lower park. See 4.b.
3. Three or four areas at the top of the cliff show a path water has been flowing during heavy rain, causing erosion.

**Requires larger drainage solution, which the City Council is contemplating. No action by staff.**

#### Questions:

- a. Does a Topographical map of the park grounds exist that clearly shows the elevations?  
**Yes. Emailed to the Park Commission on 01/12/2024**
- b. Would like update from City Council regarding item 1. erosion, and item 2. water collection system.

**Council has requested proposal related to drainage near the field house. Staff will update the Park Commission once further action has been taken.**

- c. Would like update from City Council regarding a full drainage study, and the hiring of a civil engineer.

**Council has requested proposal for full drainage study. Staff will update the Park Commission once further action has been taken.**

4. We observed several areas that could be used for memorial tree planting. Perhaps an area with a rock border that could accommodate four trees with a small concrete feature where minimal memorial plaques could be attached.

**No action by staff at this time.**

5. We also observed that the area bordering the parking lot and the trail at field 2 could become a row of trees, replacing the large boulders that are currently. Such trees could be use as memorials.

**No action by staff at this time.**



Update/Comments to Current Items



Previous Completed Items

6. Some rock borders, similar to the border that outlines the walking trails could be used to define parking spaces along the pool side of the parking on the drive to the back of the park.  
**No action by staff at this time.**
7. We wondered who maintains the decomposed gravel corner area between the pool and the park at Rollingwood Drive.  
**WHAC.**
8. One of the memorial benches near the field house needs a bolt to be replaced. Don Hudson will take care of this.  
**No action by staff at this time.**
9. We considered how pavers could be used on both sides of the memorial benches already in the park. Perhaps creating a bed of black gravel surrounding the benches with as many as 8 pavers on each side.  
**No action by staff at this time.**

#### LOWER PARK

10. A peculiar structure exists along the trail east of the Community Garden, consisting of a plastic box on a metal frame, with some ventilation at the top. The thing is about 10' tall by about 2' x 2'. What is it? This is a Chimney Swift Habitat constructed as an Eagle Scout Project.  
**Public Works investigated and noticed that there are 3-4 nests in the habitat and did not disturb the nests.**
11. Mulch is mounded around a large tree between city hall and the Pavilion. Is this good for the tree? It is my understanding that excessive buildup can harm a tree. In progress.  
**Public Works will take back the mulch and allow the tree to breathe.**

