

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: December 12, 2023

### Submitted By:

Don Hudson

### Agenda Item:

To present and discuss observations made by Victoria Johnson and Don Hudson during the November quarterly park walk through.

### Details:

- Victoria and Don walked around both upper and lower parks, taking notes on conditions needing attention.
- The notes were written up, and a map was made with location references to the notes.
- Observations included tree trimming, erosion management, invasive trees, places for memorial plantings, some routine maintenance of memorial benches (missing bolts), and a number of other items.

### Actions:

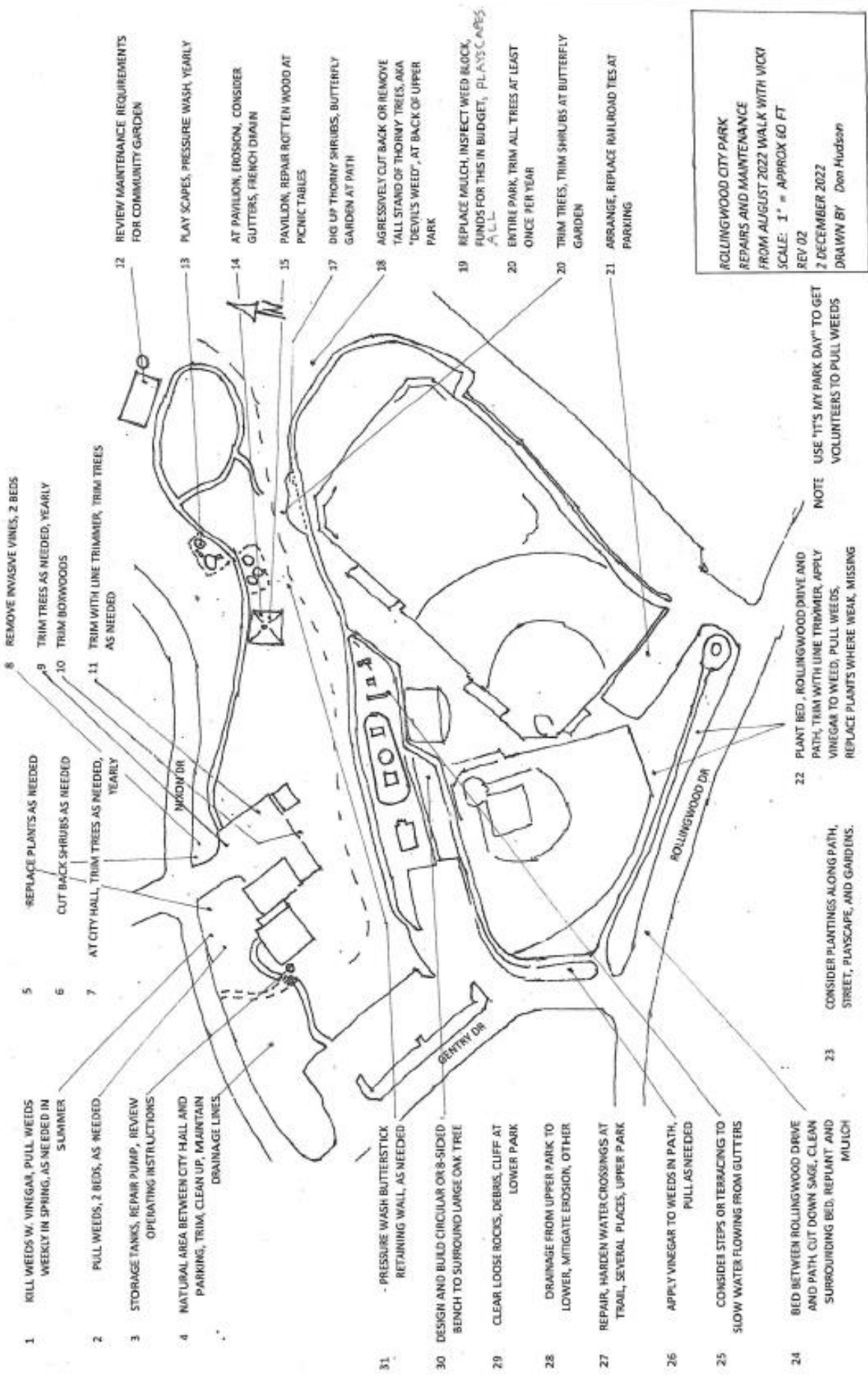
- Input needed regarding priorities of the tasks identified.
- Some clarification needed to specify solutions to problem areas.
- Some input needed from Izzy and maintenance staff.
- Staff informed us that many of the items identified had already been added to maintenance schedule.
- Some of the larger items would need professional input, including landscape architect, drainage engineering, civil engineering, and possibly the creation of a topographical map of the park grounds.

### Fiscal Impacts

- Many of the items on the list and map are likely already part of routine scheduled maintenance.
- The larger items, including erosion management, trail repairs and upgrading, and tree planting are major expenses and would require some design work, requests for quotations, and bids from contractors.
- The memorial tree plantings could be structured so the city received a fee for the planting and the citizen requesting the memorial would pay for the tree and its planting.
- Regarding memorial trees, some expense could be incurred with watering and possibly running irrigation lines and controllers.
- Substantial expenses would be incurred in hiring professional input, as described above.

### Attachments:

The complete list, including the map referencing the notes to be provided with the packet.



- 1 KILL WEEDS W. VINEGAR, PULL WEEDS WEEKLY IN SPRING, AS NEEDED IN SUMMER
- 2 PULL WEEDS, 2 BEDS, AS NEEDED.
- 3 STORAGE TANKS, REPAIR PUMP, REVIEW OPERATING INSTRUCTIONS
- 4 NATURAL AREA BETWEEN CITY HALL AND PARKING, TRIM, CLEAN UP, MAINTAIN DRAINAGE LINES
- 5 REPLACE PLANTS AS NEEDED
- 6 CUT BACK SHRUBS AS NEEDED
- 7 AT CITY HALL, TRIM TREES AS NEEDED, YEARLY
- 8 REMOVE INVASIVE VINES, 2 BEDS
- 9 TRIM TREES AS NEEDED, YEARLY
- 10 TRIM BOWWOODS
- 11 TRIM WITH LINE TRIMMER, TRIM TREES AS NEEDED
- 12 REVIEW MAINTENANCE REQUIREMENTS FOR COMMUNITY GARDEN
- 13 PLAY SCAPES, PRESSURE WASH, YEARLY
- 14 AT PAVILION, EROSION, CONSIDER GUTTERS, FRENCH DRAIN
- 15 PAVILION, REPAIR ROTTEN WOOD AT PICNIC TABLES
- 16 DIG UP THORNY SHRUBS, BUTTERFLY GARDEN AT PATH
- 17 AGRESSIVELY CUT BACK OR REMOVE TALL STAND OF THORNY TREES, AKA "DEVIL'S WEED", AT BACK OF UPPER PARK
- 18 REPLACE MULCH, INSPECT WEED BLOCK, FUNDS FOR THIS IN BUDGET, PLANTS CAPES ALL
- 19 ENTIRE PARK, TRIM ALL TREES AT LEAST ONCE PER YEAR
- 20 TRIM TREES, TRIM SHRUBS AT BUTTERFLY GARDEN
- 21 ARRANGE, REPLACE RAILROAD TIES AT PARKING
- 22 PLANT BED, ROLLINGWOOD DRIVE AND PATH, TRIM WITH LINE TRIMMER, APPLY VINEGAR TO WEED, PULL WEEDS, REPLACE PLANTS WHERE WEAK, MISSING
- 23 CONSIDER PLANTINGS ALONG PATH, STREET, PLAYScape, AND GARDENS.
- 24 BED BETWEEN ROLLINGWOOD DRIVE AND PATH, CUT DOWN SAGE, CLEAN SURROUNDING BED, REPLANT AND MULCH
- 25 CONSIDER STEPS OR TERRACING TO SLOW WATER FLOWING FROM GUTTERS
- 26 APPLY VINEGAR TO WEEDS IN PATH, PULL AS NEEDED
- 27 REPAIR, HARDEN WATER CROSSINGS AT TRAIL, SEVERAL PLACES, UPPER PARK
- 28 DRAINAGE FROM UPPER PARK TO LOWER, MITIGATE EROSION, OTHER
- 29 CLEAR LOOSE ROCKS, DEBRIS, CLIFF AT LOWER PARK
- 30 DESIGN AND BUILD CIRCULAR OR 8-SIDED BENCH TO SURROUND LARGE OAK TREE
- 31 PRESSURE WASH BUTTERSTICK RETAINING WALL, AS NEEDED

ROLLINGWOOD CITY PARK  
 REPAIRS AND MAINTENANCE  
 FROM AUGUST 2022 WALK WITH VICKY  
 SCALE: 1" = APPROX 60 FT  
 REV 02  
 2 DECEMBER 2022  
 DRAWN BY Don Hudson

NOTE  
 USE "IT'S MY PARK DAY" TO GET VOLUNTEERS TO PULL WEEDS