



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Monday, February 06, 2023

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 6, 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 11:03 a.m.

Present Members: Chair Chad Smith, Victoria Johnson, Mary Elizabeth Cofer, Don Hudson, Niccole Maurici, Laurie Mills, and Melissa Morrow

Also Present: City Administrator Ashley Wayman, Council Member Kevin Glasheen, City Secretary Desiree Adair, Public Works Superintendent Ismael Parra, and Assistant to the City Administrator Makayla Rodriguez

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Park Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

2. Discussion and possible action on the minutes from the December 5, 2022 Park Commission meeting

Chair Chad Smith moved to approve the minutes from December 5, 2022 meeting. Don Hudson seconded the motion. The motion carried with 7 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action to elect a Chair of the Park Commission

Melissa Morrow moved to keep Chad Smith as Park Commission Chair. Laurie Mills seconded the motion. The motion carried with 7 in favor and 0 against.

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

Steve Franke discussed that Western Hills are behind schedule due to the weather conditions, but they will begin practicing soon. He also mentioned that Western Hills will finalize the practice schedule and notify the Park Commission. He also discussed field upkeep and his understanding of what Western Hills and the City will maintain.

Council Member Kevin Glasheen spoke about the lease agreement, current field conditions, and future park improvements.

The Park Commission and Kevin Glasheen also discussed field signage.

5. Discussion and possible action on a review of adult fitness rates since the rate change

City Administrator Ashley Wayman refreshed the Park Commission on the 3-month review for the adult fitness rate change and how the Park Commission will be able to discuss and give feedback to City Council.

Niccole Mauricci presented how past and current adult fitness vendors would be affected by the rate change based on their hours at the park, number of attendees, and field or non-field use. She mentioned that youth fitness vendors are excluded from the tiered pay structure altogether. She also discussed that the rate should be equitable and inclusive to all of the diverse current and potential future vendors.

Melissa Morrow mentioned that all the fitness groups differ from each other. She stated the park is geared more towards children and wants to ensure the park is inviting for all ages and groups. Melissa Morrow also discussed staff resources for scheduling and pay models.

The Park Commission discussed different rental rates, feedback from past vendors on lower rates, clarifying how much would be appropriate to charge, and comparing what other city parks charge for fitness classes.

Laurie Mills moved to change the park rental rate \$15 per hour for non-field usage. The motioned failed for lack of second.

Park Commission continued to discuss an appropriate hourly rate for park vendors.

Laurie Mills moved to change the park rental rate to \$15 per hour for up to 20 participants, non-field usage for adult or youth group activities. Niccole Mauricci seconded the motion.

Melissa Morrow amended the motion to charge \$10 per hour for non-field usage for adult and youth fitness activities with a limit of 20 participants. Niccole Mauricci seconded the motion. The amendment carried with 6 in favor and 1 against.

The amended motion carried with 6 in favor and 1 against.

Niccole Mauricci mentioned the size of the upper park fields and what is currently being charged to rent them.

Niccole Mauricci moved to change the rental rate for fields 3, 4, and 5 to \$50 per hour with a maximum of 50 people. Laurie Mills seconded the motion.

The Park Commission discussed the participant maximum for the fields.

The motioned carried with 7 in favor and 0 against.

Chad Smith moved to take the last two items off the agenda and put them on the top of next month's meeting. The motioned failed for lack of second.

6. Discussion regarding the creation of a maintenance and repair document, detailing the various seasonal, etc., jobs that needed to be done to keep the park well maintained and looking its best

Don Hudson tabled this item until the next Park Commission meeting.

7. Discussion and possible action on improvement of the butterfly garden

Mary Elizabeth Cofer and Don Hudson discussed receiving a donation from the Rollingwood Women's Club to improve the butterfly garden.

DEPARTMENT REPORTS

All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

8. Park Financials through December 31, 2022

ADJOURNMENT OF MEETING

Chair Chad Smith adjourned the meeting at 1:07 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Chad Smith, Chair

ATTEST:

Desiree Adair, City Secretary