



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Monday, December 05, 2022

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 December 5, 2022. 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 11:37 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, and Assistant to the City Administrator Makayla Rodriguez

Present Virtually: City Secretary Desiree Adair

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 November 7, 2022 Park Commission meeting

Chair Chad Smith moved to approve the minutes from November 7, 2022 meeting. Laurie Mills seconded the motion. The motion carried with 7 in favor and 0 against.

REGULAR AGENDA

3. Update from the Park Amenities Subcommittee

Mary Elizabeth Cofer and Victoria Johnson updated the Park Commission that they are waiting to meet with RCDC members and Western Hills Little League Steve Franke regarding the park Amenities project.

4. Update of City Council action on Park Commission items

City Administrator Ashley Wayman spoke regarding the artificial turf installation, board and commission member appointment, and the land clearing to the north of the swim center items which will all be coming back next month at the December Council meeting.

Members of the Park Commission asked for questions related to the artificial turf installation from City Council members prior to the next meeting in order to streamline the process.

5. Update on the Park Expansion to the North of the Swim Facility

Chair Chad Smith discussed proposing a plan to clear trees from the area and to present to the Mayor and City Administrator if an agreement can be made on which trees to remove. Mary Elizabeth Cofer explained she would like a qualified arborist to take a look at which trees can be safely removed.

Discussion ensued on setbacks, property lines, tree surveys, and drainage in the area as well as the City as a whole. They consulted the Master Park Plan. Chair Chad Smith mentioned that his focus is to beautify the area and utilize the space.

The Park Commission requested a cost estimate on an arborist and drainage study.

City Administrator Ashley Wayman will share the tree and topography survey.

So long as the subcommittee of Chair Chad Smith, Melissa Morrow, and Mary Elizabeth Cofer can come to an agreement on the trees, the buffer zone, the drainage, and make a recommendation to Mayor Gavin Massingill and City Administrator Ashley Wayman that the Park Commission otherwise approves moving forward on this front.

6. Discussion and possible action to reschedule January 2, 2023 Park Commission meeting

City Administrator Ashley Wayman explained that January 2 is a City holiday.

Chair Chad Smith made a motion to skip the January meeting. The motion failed for lack of a second.

Mary Elizabeth Cofer made a motion to skip the January meeting. The motion failed for lack of a second.

The Park Commission discussed meeting options such as date and time availability.

The Park Commission agreed to move the next meeting date to January 11th, 2023 at 10:30 a.m. and to cancel the meeting if no items are on the agenda.

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.

7. Park Financials through October 31, 2022

ADJOURNMENT OF MEETING

Chair Chad Smith adjourned the meeting at 12:11 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Gavin Massingill, Mayor

ATTEST:

Desiree Adair, City Secretary