



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Tuesday, May 12, 2026

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 May 12, 2026 at 12:00 PM. 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 are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and is 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 Melissa Morrow called the meeting to order at 12:01 p.m.

Present Member: Chair Melissa Morrow, Diana Wallace, Laurie Mills, Sean Downing, Rhett Bennett, Mary Elizabeth Cofer, and Victoria Johnson

Also present: Councilmember Kevin Schell, City Administrator Alun Thomas, Assistant to the City Administrator Lindsay Saenz, Development Services Manager Nikki Stauztenberger, Finance Director Abel Campos, and Utility Billing Manager Veronica Hernandez

PUBLIC COMMENTS

There were no public comments

CONSENT AGENDA

2. Discussion and possible action on the minutes from the April 14, 2026 Park Commission meeting

Laurie Mills moved to approve the Consent Agenda. Rhett Bennett seconded the motion. The motion carried with 7 in favor and 0 against.

REGULAR AGENDA

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

Chair Melissa Marrow stated that Western Hills Little League and Western Hills Girls Softball are wrapping up the season.

4. Update from Western Hills Athletic Club

The commission discussed the end date of construction and the parking issues of the construction company. Sean Downing expressed concern about the fencing plans and requested to see the plans. He and Laurie Mills plan on attending the next Western Hills Athletic Club meeting.

5. Discussion, update, and possible action regarding the Rollingwood Park Design Group meeting

Chair Melissa Marrow provided a summary of the Rollingwood Park Design Group meeting which took place on Friday, May 8, 2026. The present attendees were two Park Commissions Chair Mellissa Marrow, Laurie Mills, two Rollingwood Community Development Corporation President Brian Rider, Treasurer Bobby Hempfling, and two Council Members Kevin Schell and Kevin Glasheen.

The Rollingwood Park Design Group sent Park Commission a .59 acre design.

Curt Arnette of Sitio Design presented his designs and drawings from when he first started to where they are now. Questions about fencing and the butterfly garden were brought up. The new .59 design was considered and debated, with more in favor than against.

Field 4 and 5 from the .59 acre option and their usage was discussed. Parent and sibling seating was addressed and resolved.

Mary Elizabeth Cofer moved to send the .59 acre design to council for approval. Rhett Bennett seconded the motion.

Diana Wallace made an amendment to send the .59 acre design to council but to let council have the freedom to make design changes if wanted.

Diana Wallace expressed that she has talked to resident who are scared to speak up on the sizing of the off-leash area.

Diana Wallace withdrew her amendment.

Ronald Hasso, resident at 2810 Pickwick Lane voiced his opinion stating that there needs to be an off-leash area and thinks the .59 acre design is a good compromise and would like to see it be sent to council.

The motion carried with 7 in favor and 0 against.

Councilmember Kevin Schell urged residents to reach out to him and would keep it anonymous, if desired.

6. Discussion and possible action regarding recommendations to City Council for a dog off-leash area

This item was discussed conjointly with item 5.

7. Discussion and possible action on east driveway entrance improvements and parking area improvements in Rollingwood Park

Deliberation of the engineer report by Lochner took place. Chair Melissa Marrow requested to stop trying to beautify the parking lot and to beautify the area around the parking lot. She stated that her opinion on concrete has changed and stated that she would be more comfortable with

the concrete rather than asphalt or grasspave. Discussion about the differences of concrete, asphalt, and grasspave.

Sean Downing moved to use concrete for the parking lot at the Upper Park. Mary Elizabeth Cofer seconded the motion. The motion carried with 7 in favor and 0 against.

8. Discussion and possible action on treatment solutions for mosquitos in the lower park area

Sean Downing said he was researching options to help attract mosquitos with the use of carbon dioxide. Ronald Hasso stated he had the device installed and will come back with feedback.

9. Discussion, and possible action to improve Friends of Rollingwood Park online presence and fundraising

This item will be discussed at the next meeting.

10. Discussion regarding the purpose and roles of the Park Commission

Chair Melissa Marrow stated that the Commission did a great job today.

11. Discussion and possible action to create a list of proposed capital improvement projects to submit to the city for consideration during the budget process per Sec. 20-27(e) of the Rollingwood Code of Ordinances

Disussion of the off-leash area and parking lot was added. Councilmember Schell suggested thinking of smaller items such as a mosquito treatment. The commission stated they will discuss more at the next meeting.

12. Discussion regarding Quarterly Park Walk Through report from Public Works

Mary Elizabeth Coferstated that the main concern was erosion.

Laurie Mills moved to end the meeting. Mary Elizabeth Cofer seconded the motion. The motion passed with 7 in favor and 0 opposed.

ADJOURNMENT OF MEETING

The meeting was adjourned at 1:16 p.m.

Minutes adopted on the 9th day of June, 2026.


Melissa Marrow, Chair

Morrow

ATTEST:


Lindsay Saenz, Assistant to the City Administrator