



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Tuesday, June 01, 2021

On Tuesday, June 1, 2021 at 9:30 a.m., the Park Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, via video conference and telephone in accordance with an order of the Office of the Governor issued March 16, 2020. The public was able to watch this meeting live and had the opportunity to comment via audio devices with the following meeting login information:

Link: <https://us02web.zoom.us/j/84089122516?pwd=NXBDTWRHaHhHZ0JWbmNZSm41SEhLdz09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 840 8912 2516

Passcode: 2021

The public was permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. A video recording of the meeting was made and posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request. The following items were discussed:

CALL PARK COMMISSION MEETING TO ORDER

1. Roll Call

Chair Phil McDuffee called the meeting to order at 9:33 a.m.

Present Members: Chair Phil McDuffee, Niccole Maurici, David Raymond, Don Hudson, Chad Smith, Mary Elizabeth Cofer, and Laurie Mills.

Also Present: City Administrator Amber Lewis, Assistant City Administrator Ashley Wayman, and Development Services Director Carrie Caylor.

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 May 4, 2021 Park Commission meeting.

Mary Elizabeth Cofer motioned to approve the consent agenda. Don Hudson seconded the motion.

- **Phil McDuffee – Yes**
- **Chad Smith – Yes**
- **David Raymond – Yes**
- **Mary Elizabeth Cofer – Yes**
- **Niccole Maurici – Yes**
- **Don Hudson – Yes**

The motion passed 6-0.

REGULAR AGENDA

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

Steve Franke, with Western Hills Girls Softball, gave an update on the softball and baseball seasons.

4. Discussion and possible action addressing neighborhood concerns and feedback of the proposal from Tiny Boxwoods Austin, LLC for the purposes of operating a Milk and Cookies walk-up food service in Rollingwood Park

Brian Rider, discussed the Park Master Plan and his objections to Milk and Cookies being located in the park.

Councilmember Wendi Hundley clarified that this proposal has not come to City Council yet and discussed where this proposal is in the process.

City Administrator Amber Lewis clarified that the park master plan cost \$18,000.

Alec Robinson, 4818 Rollingwood Drive, discussed the letter written to the Park Commission by the Butlers and discussed his opposition to the proposal.

Kendall Robinson stated her opposition to this proposal.

Diana Wallace stated her opposition to this proposal.

Don Hudson and David Raymond discussed their opposition to this proposal.

John Hinton discussed the Park Master Plan, the recent Strike Force survey, and stated his opposition to this proposal

Jess Butler discussed his opposition to the proposal from Milk and Cookies.

Mary Elizabeth Cofer discussed her opposition to this proposal.

Laurie Mills joined the meeting during this item.

Laurie Mills stated her opposition to this proposal.

David Raymond motioned that the Park Commission does not recommend Tiny Boxwoods' plan for a store in the park. Mary Elizabeth Cofer seconded the motion.

The Commission discussed how to clarify this motion.

David Raymond withdrew his motion.

Phil McDuffee motioned that the Park Commission make a recommendation to City Council to deny the proposal from Tiny Boxwoods to establish a Milk and Cookies Store in the park. David Raymond seconded the motion.

- **Phil McDuffee – Yes**
- **Chad Smith – Yes**
- **Laurie Mills – Yes**
- **David Raymond – Yes**
- **Mary Elizabeth Cofer – Yes**
- **Niccole Maurici – Yes**
- **Don Hudson – Yes**

The motion passed 7-0.

The Commission moved to item 10 at this time.

5. Discussion and possible action to make a recommendation to City Council regarding the parking along the east side of the ball fields and the relocation of boulders to allow for additional parking

Niccole Maurici discussed the current parking situation at the park and stated that she would be happy to continue looking into this if the Commission agreed that this was necessary at this time.

The Commission further discussed the parking at the park.

Phil McDuffee motioned that the Park Commission does not make a recommendation to City Council. He withdrew this motion.

Niccole Maurici discussed placing temporary differentiating markers in the parking lot.

David Raymond discussed researching different options to optimize parking.

Councilmember Wendi Hundley discussed how the Park Commission could research these items and have a recommendation and budget estimate.

Mary Elizabeth Cofer left the meeting during this item.

David Raymond motioned to research possibilities to improve the current parking lot. Laurie Mills seconded the motion.

- **Phil McDuffee – Yes**
- **Chad Smith – Yes**
- **Laurie Mills – Yes**
- **David Raymond – Yes**
- **Niccole Maurici – Yes**
- **Don Hudson – Yes**

The motion passed 6-0.

David Raymond left the meeting at the conclusion of this item.

Commission moved to item 8 at this time.

6. Discussion and possible action to review private and commercial rate structures and rental fees for Rollingwood Park facilities and Hatley Fields and to make a recommendation to the City Council

Niccole Maurici discussed the current commercial rate structure for use of the park. She discussed the proposal that the sub-committee had come up with for use of the park.

The Commission further discussed concerns of park use and potential rate structures.

Don Hudson, Phil McDuffee and Niccole Maurici discussed that they will meet and bring more information back to the July meeting.

Steve Franke discussed the rate structure and that they would be in favor of increasing the fees.

Laurie Mills left the meeting during this item.

7. Discussion and possible action regarding reduction or removal of ligustrum tree invasive species in Rollingwood Park

Niccole Maurici motioned to table this item indefinitely. The motion died for lack of a second.

Phil McDuffee stated he would work on getting the numbers of hours and a budget of what it would take to get an arborist out to the park to make a plan.

The Commission moved to item 11 at this time.

8. Discussion and possible action on a paint palette recommendation for repairs made to paintable areas throughout the park

Niccole Maurici discussed that the commission has not approved a list of paint colors that they would like to see used in the park.

The Commission further discussed a palette of colors.

Niccole Maurici stated that she and Laurie Mills would bring a color palette back to the Park Commission to review at the next meeting.

The Commission moved to item 6 at this time.

9. Discussion and possible action regarding ways to structure Park Commission meetings so that they move through all items more efficiently and to set a 90 minute meeting time limit for Park Commission meetings

This item was not discussed.

10. Discussion and possible action to move the regular Park Commission meetings to later in the week and later in the day to accommodate work schedules

David Raymond asked that the Commission revisit the regular meeting time.

The Commission discussed other times that may work for these meetings.

Laurie Mills motioned to move the regular meeting to the first Tuesday of every month from 11:30 to 1:00 p.m. David Raymond seconded the motion.

- Phil McDuffee – Yes
- Chad Smith – Yes
- Laurie Mills – Yes
- David Raymond – Yes
- Mary Elizabeth Cofer – Yes
- Niccole Maurici – Yes
- Don Hudson – Yes

The motion passed 7-0.

Niccole Maurici motioned to move the July meeting to Tuesday, July 13, 2021 to accommodate for the holiday and travel schedules. Laurie Mills seconded the motion.

- Phil McDuffee – Yes
- Chad Smith – Yes
- Laurie Mills – Yes
- David Raymond – Yes
- Mary Elizabeth Cofer – Yes
- Niccole Maurici – Yes
- Don Hudson – Yes

The motion passed 7-0.

The Commission moved to item 5 at this time.

11. Discussion and possible action to discuss drainage in the upper park near the playscape

Chad Smith discussed a possible solution to the drainage in this area.

City Administrator Amber Lewis stated that staff could meet with Mary Elizabeth Cofer and Chad Smith at the park to review this possible solution.

12. Discussion on the Park Budget for FY 2021-2022

This item was covered under other items.

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.

13. Park Financials through April 2021

ADJOURNMENT OF MEETING

The meeting was adjourned at 11:02 a.m.

Minutes Adopted on the 13th day of July, 2021.

Phil McDuffee
Phil McDuffee (Jul 14, 2021 13:06 CDT)

Phil McDuffee, Chair

ATTEST:

Awayman

Ashley Wayman, City Secretary






06-01-2021 PC Minutes

Final Audit Report

2021-07-14

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