



## **CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES**

**Monday, January 03, 2022**

The Park Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Monday, January 3, 2022 at 11:30 a.m. Members of the public and the Commission were permitted to participate in the meeting virtually, as long as a quorum of the Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

**Link:** <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

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

**Meeting ID:** 530 737 2193

**Password:** 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL PARK COMMISSION MEETING TO ORDER**

1. Roll Call

**Acting Chair Chad Smith called the meeting to order at 11:33 a.m.**

**Present Members:** Chad Smith, Niccole Maurici, Jennifer Meyer, Don Hudson, Laurie Mills and Melissa Morrow.

**Also Present:** Interim City Administrator Ashley Wayman and Public Works Operator Vicky Ballard.

### **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 1, 2021 Park Commission Meeting
3. Discussion and possible action on the minutes from the December 6, 2021 Park Commission meeting

**Chad Smith motioned to approve the consent agenda. Laurie Mills seconded the motion. The motion passed 5-0.**

### **REGULAR AGENDA**

4. Welcome new Park Commission Member: Jennifer Meyer

Acting Chair Chad Smith welcomed the new Park Commission Member, Jennifer Meyer.

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

The Commission discussed waiting until a full Commission was present to elect a chair.

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

Chad Smith discussed that registration for Baseball is now open.

*Melissa Morrow joined the meeting during this item.*

The Commission discussed that the timing of the fence repairs was unfortunate and overlapped with the kids being out of school but that they would try to coordinate this better in the future.

Nicole Maurici discussed having a place where comments, concerns or complaints about the park might be filed so that they could be followed up with.

The Commission and Interim City Administrator Ashley Wayman discussed the options for notification when things like this happen.

7. Discussion and possible action to submit a letter to City Council from Park Commission regarding the interaction with i9 during their winter camp from December 20-22, 2021

Nicole Maurici discussed that she submitted this agenda item because this interaction was brought to her attention.

Justin Cannon with i9 discussed the most recent rental of fields 3, 4 and 5 and his interaction with Councilmember McDuffee regarding the use of the fields. He asked that the Commission let him know what the process is.

The Commission and Justin Cannon discussed the circumstances of the use, and that fields 3, 4 and 5 were rented.

Jennifer Meyer discussed that the City should be notified with signs when the fields are in use.

The Commission discussed the use of signs and having a calendar of field use.

Melissa Morrow discussed how use of the fields could be prioritized and how staff would determine when the fields could be used.

The Commission discussed the balance of use between commercial and field rentals and residential use.

Don Hudson discussed that he would like to see fields 3, 4 and 5 preserved for residents and that they should be judicious in renting out those fields. He also discussed the vendor being responsible for bringing a sign to notify of their use.

The Commission thanked Justin Cannon for his camps and Niccole Maurici apologized on behalf of the Park Commission for him not being able to act as his contract stated.

**Melissa Morrow motioned to refund Justin Cannon with i9 for the use of a second field.**

Don Hudson stated that i9 was also there setting up on the fields earlier than had been paid for.

**Chad Smith seconded the motion.**

Laurie Mills discussed that the intention of the refund is because he was moved off of the field that he rented.

Melissa Morrow further discussed the interaction from that day, the circumstances of the rental and how to incorporate the residents and dog owners and commercial users on the fields.

**The motion passed 5-1.**

Laurie Mills discussed that this seems like a good time to discuss having a separate section strictly for off-leash dog use.

Niccole Maurici discussed that a representative of City Council negated an executed agreement and discussed whether they had the authority to do that.

The Commission discussed this use, the city's off-leash area, that i9 was promised 3, 4 and 5, and the appropriate way to approach this issue.

Melissa Morrow discussed that the Mayor should be the one to talk to Council Members about directing staff and vendors.

**Niccole Maurici motioned to submit a letter to Mayor Massingill based on the incidents of what happened in June 2020 as well as December 20, reiterating the conversation with Mr. Cannon, and he will submit something in writing as well, and bring it to the Mayor's attention that this is happening from one individual in our community and lay out the facts for Mayor Massingill to then address in whatever way he deems appropriate.**

The Commission further discussed this situation.

**The motion failed for lack of a second.**

Melissa Morrow discussed that she would like an item on the agenda for next month to discuss how to decide what fields are used and prioritized.

The Commission further discussed this situation.

**Niccole Maurici motioned to write an informal letter to Mayor Massingill outlining the details of the event that happened on December 20, 2021 between i9 Sports and City Council Member Phil McDuffee as well as the previous situation in June of 2020 that happened with i9 Sports and off-leash dog users to bring to the attention of Mayor Massingill and address policy, procedure and ordinances with City Council Members. Laurie Mills seconded the motion.**

The Park Commission further discussed the intent of the letter and how it should be framed.

**The motion failed 3-3.**

Melissa Morrow stated that it was appropriate to write a letter individually and that she would support a recommendation to City Council about what the process is and how it should be done if someone wants to change it.

8. Discussion and possible action to review the Monthly Park Walk Through process and schedule

Interim City Administrator Ashley Wayman discussed the monthly park walk through process.

**Chad Smith motioned that after each walk-through one of the commission members that went on the walk-through would send an email to Interim City Administrator Ashley Wayman with up to three priority items to address. Laurie Mills seconded the motion.**

The Commission discussed having a map/form for the monthly walk throughs.

**The motion passed 6-0.**

9. Update, discussion and possible action regarding the rental and facility use process and notification of pavilion rentals

Interim City Administrator Ashley Wayman discussed that all the items regarding park rentals were approved by the City Council last month and they wanted to make sure there would be proper notice given to residents for when the pavilion was booked. She stated that this could be discussed next month when they discuss notifications for all facility rentals.

The Commission discussed notifying renters by posting to the bulletin board at the lower park.

10. Update and discussion regarding the City's Hybrid Meeting Policy

Interim City Administrator Ashley Wayman discussed the Hybrid Meetings Policy and asked the Commission to review it and let her know if they had any questions.

## **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.

11. Park Financials through November 2021

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 12:58 p.m.

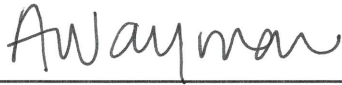
**Minutes Adopted on the 7<sup>th</sup> day of February, 2022.**



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**Chad Smith, Acting Chair**

**ATTEST:**



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**Ashley Wayman, Interim City Administrator**