



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Tuesday, July 08, 2025

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 July 8, 2025. 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 Melissa Morrow called the meeting to order at 12:01 p.m.

Present Members: Chair Melissa Morrow, Mary Elizabeth Cofer, Victoria Johnson, Laurie Mills, and Diana Wallace

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, and Assistant to the City Administrator Lindsay Saenz

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the June 24, 2025 Park Commission meeting

Diana Wallace moved to approve the meeting minutes. Melissa Morrow seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

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

Chair Melissa Morrow briefly discussed Western Hills Little League's and Western Hills Girls Softball's seasons.

4. Update, discussion, and possible action on the Friends of Rollingwood Park donation opportunity

City Secretary Makayla Rodriguez discussed that she created a draft webpage and produced a modified flyer with a donation slip from the previous meeting that could be inserted on a quarterly basis for the Friends of Rollingwood Park donation opportunity.

The Park Commission and City Secretary Makayla Rodriguez discussed the potential use of a QR code, how residents could make a donation through the city website, utilizing utility bill messages, and bringing awareness to the Friends of Rollingwood Park.

5. Discussion and update on the park survey for Rollingwood Park

Chair Melissa Morrow stated that they received the partial park survey and discussed how it will be used as a guide for the parking lot improvement as well as tree planting placement.

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:19 p.m.

Minutes adopted on the 9th day of September, 2025.


Melissa Morrow, Chair

ATTEST:


Makayla Rodriguez, City Secretary