



CITY OF ROLLINGWOOD PARK COMMISSION MEETING AGENDA

Monday, July 18, 2022

Notice is hereby given that the Park Commission of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on July 18, 2022 at 11:30 AM. Members of the public and the Park Commission may 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. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

Password: 9fryms

The public will be 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. If a member of the public is having difficulties accessing the public meeting, they can contact the city at awayman@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be 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

PUBLIC COMMENTS

Citizens wishing to address the Park Commission for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the Park Commission is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Park Commission with regard to matters on the agenda will be received at the time the item is considered.

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 June 6, 2022 Park Commission meeting

PUBLIC HEARING

- 3. Public hearing, discussion and possible action on a request from Western Hills Little League to install artificial turf on Hatley Field 1

REGULAR AGENDA

- 4. Discussion and possible action regarding Park Expansion to the North of the Swim Facility

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.

- 5. Park financials through June 2022

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov on Friday, July 15 at 11:00 a.m.



Desiree Adair, City Secretary

NOTICE -

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The Park Commission will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the city's attorney(s) pursuant to Texas Local Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Local Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Local Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Local Government Code;
prospective gifts pursuant to section 551.073 of the Texas Local Government Code;
security personnel and device pursuant to section 551.076 of the Texas Local Government Code;
and/or economic development pursuant to section 551.087 of the Texas Local Government Code.
Action, if any, will be taken in open session.



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Monday, June 06, 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 June 6, 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 11:33 a.m.

Present members: Chair Chad Smith, Melissa Morrow, Jennifer Meyer, Don Hudson, Mary Elizabeth Cofer, and Laurie Mills.

Nicole Maurici joined the meeting via zoom during item 4 of the Regular Agenda.

Also present: Interim City Administrator Ashley Wayman, City Council Member Alec Robinson, City Secretary Desiree Adair, Public Works Operator Vicky Ballard, and Assistant to the City Administrator Makayla Rodriguez.

PUBLIC COMMENTS

The following individuals spoke during public comments:

- Interim City Administrator Ashley Wayman stated that that it is budget season and that members of the Park Commission should reach out to the Mayor and Council Members for items to be included in the budget discussion.

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 2, 2022 Park Commission meeting

Melissa Morrow motioned to approve the consent agenda. Laurie Mills seconded the motion. The motion passed 5-0, with 1 abstention.

REGULAR AGENDA

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

Steve Franke of Western Hills Girls Softball discussed the end of the softball season The Park Commission asked about expenditures and projects completed and requested documentation.

- 4. Discussion and possible action to review the monthly park walk-through schedule

Laurie Mills recommended making the walk-throughs quarterly to give City staff time to make actionable improvements. Informal comments may be submitted at any time.

Nicole Maurici joined the meeting via zoom during this item.

The Park Commission discussed formal walk-through timing, coordination with City staff, and hiring of maintenance companies.

The Park Commission discussed a formal schedule for walk-throughs.

Laurie Mills motioned to approve quarterly formal walk-throughs with Public Works staff. Chair Chad Smith seconded the motion. The motion passed 5-2.

- 5. Discussion and possible action on current vendors that provide Adult fitness classes at Rollingwood Park

Melissa Morrow discussed unintended consequences of the new fee structure for the Park and the rate, timing, seasonality, and number of participants in Adult fitness classes.

Neissa Springmann, founder and owner of Ignite, spoke regarding the significant increase in fees her business is facing, and she discussed how fitness, exercise, and mental health impact the holistic lives of women. Ms. Springmann asked if the Park Commission would reconsider the fees and partner to negotiate fees on an annual basis.

Amy Younkman, 605 Coquina Lane, spoke regarding support of Ignite and Neissa Springmann. She would like affordable access to the park for Ignite

Martha Lynn Mayn, 4800 Chalk Kroll, spoke to the integrity of Neissa Springmann, the beauty of Rollingwood Park, and to the health of women and what the Park offers the fitness group.

Mary Elizabeth Cofer, Park Commission member, spoke regarding the health of adults and children through the use of Rollingwood Park. She would like to make the Park affordable to all groups.

Kelly Sampley, 805 Rock Creek, spoke regarding the convenient location of Rollingwood Park and its safety and cleanliness. She would be willing to volunteer to help clean up the park.

Simon Krasan, 203 Big Canyon, requested a reconsideration of the fees for park usage and the positive impact that these classes create.

Melissa Morrow, Park Commission member, spoke regarding inclusivity of the program, the convenience of Rollingwood Park, sustainability, and the community building that the Park provides.

The Park Commission discussed meeting to reconsider the fees, funding options, crowd issues, demographics, and user negotiations.

Council Member Alec Robinson discussed options such as adult fitness program rates or user contracts.

Steve Franke, of Western Hills Girls Softball, discussed the reasons for deciding the rates and smaller area usage contracts.

Neissa Springmann spoke regarding the vision of health and vitality of Rollingwood Park and expectations of park condition with the new rates.

6. Discussion and possible action regarding Park Expansion to the North of the Swim Facility

The Park Commission discussed the location, clean up of the undergrowth, and the timing of the project. Laurie Mills objected to new projects until the current park maintenance is addressed.

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 April 2022

ADJOURNMENT OF MEETING

The meeting was adjourned at 12:47 p.m.

Minutes Adopted on the _____ day of _____, 2022.

Chad Smith, Chair

ATTEST:

Desiree Adair, City Secretary

KMI Sports Construction

7070 Hwy 290 W

Dripping Springs, TX, 78620

512-962-3955

info@kmisportsconstruction.com

www.KMIconnect.com

Instagram: @KMITurf - Facebook: @KMIsports



Date	5/12/2022
Bill to Address:	
Name	Chris Smith
Address	1200 W. Cesar Chavez St, Austin TX 78703
Email & Phone	512-922-5431 - chad.smith@streamrealty.com

Quote# 2022-04051222
Remit to Address:
7070 US HWY 290 W.
Dripping Springs, TX, 78620
info@kmisportsconstruction.com

Payment Terms: Deposit required to secure a spot on our schedule, remaining balance due at the time the job is completed

Item #	Materials	Quantity	UOM		
Hatley Infield Turf Project					
1	KMI to excavate and remove all of the existing dirt and grass from the field, approx 10,849 sq ft	10849	Square Feet		
2	KMI to provide and install 2"x2" composite nailer boards around the perimeter of the infield, this nailer board is used to secure the turf down around the edges	400	Linear Feet		
3	KMI to provide and install a 4" perforated drainage system throughout the infield, the pipe will exist the field at the lowest point and daylight drain	750	Linear Feet		
4	KMI to provide and install 6mil Plastic Barrier on the sub-base	10849	Square Feet		
5	KMI to provide #57 & #67 clean aggregate for the drainage ditches and the field final grade rock	23	Tons		
6	KMI to install, level and compact the #57 & #67 aggregate into the drainage ditches and on the field	170	Tons		
7	KMI to provide and install SBR rubber and sand mixture as the infill	32547	Lbs		
8	KMI to provide and install Power House 40oz Green and Terra-Cotta Power House 2" pile height White inlaid foul lines and batters boxes	10849	Square Feet		
9	One set of base anchors and bases, one home plate, one pitching rubber	1	Each		
10	Build a permanent artificial turf mound. If you would like a portable mound, I can provide you with our recommendations on which mound to purchase	1	Each		
11	Cleanup the site of all debris and garbage	1	Each		
Warranty	KMI provides warranty that covers seams, base work, perimeter edging and nailer boards for 3 years. The turf is covered for 8 years for the date of the install.			Sub Total	\$97,212.87
Maintanace	Mainanace of Artificial turf is as simple as making sure there is enough infill in high traffic areas. Neglecting to maintain high traffic areas voids warranty of turf. Fill with sand when necessary.			Deposit	\$48,606.44
15 day expiration	This quote expires in 15 days. After which, we will need to reaccess costs, supplies, and material available.			Due at Start of Construction	\$11,665.54
Financing	KMI now offers financing for all commerical projects, ask us today for more details			Due at Completion	\$36,940.89
Customer Signature: _____				Total Project Price	\$97,212.87







100-GENERAL FUND

PARK DEPARTMENT

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONNEL</u>					
100-5-55-5000 SALARY	39,983.00	2,049.80	21,740.20	54.37	18,242.80
100-5-55-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-55-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-55-5010 TRAINING	0.00	0.00	0.00	0.00	0.00
100-5-55-5020 HEALTH INSURANCE	3,331.00	190.57	1,736.59	52.13	1,594.41
100-5-55-5030 WORKERS COMP INSURANCE	500.00	0.00	814.51	162.90 (314.51)
100-5-55-5035 SOCIAL SECURITY/MEDICARE	3,059.00	156.81	1,703.14	55.68	1,355.86
100-5-55-5040 UNEMPLOYMENT COMP INSUR	122.00	1.92	159.00	130.33 (37.00)
100-5-55-5050 TX MUNICIPAL RETIREMENT SYS	4,798.00	244.01	2,456.72	51.20	2,341.28
100-5-55-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	51,793.00	2,643.11	28,610.16	55.24	23,182.84
<u>SUPPLIES & OPERATION EXP</u>					
100-5-55-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-55-5103 PRINTING & REPRODUCTION	500.00	0.00	149.47	29.89	350.53
100-5-55-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-55-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-55-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-55-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-55-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-55-5130 UTILITIES	10,000.00	72.14	654.00	6.54	9,346.00
100-5-55-5140 TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-5-55-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-55-5158 OFFICE SUPPLIES	250.00	2.71 (714.31)	285.72-	964.31
100-5-55-5164 EQUIPMENT MAINT & REPAIRS	2,000.00	1,203.20	2,195.67	109.78 (195.67)
100-5-55-5171 EQUIPMENT	2,500.00	0.00	1,424.53	56.98	1,075.47
100-5-55-5190 MATERIALS	4,000.00	2,144.08	3,998.78	99.97	1.22
100-5-55-5191 MAINTENANCE	7,000.00	1,654.06	11,754.98	167.93 (4,754.98)
100-5-55-5195 VEHICLE OPERATIONS	1,000.00	0.00	10.00	1.00	990.00
100-5-55-5196 VEHICLE MAINT & REPAIRS	1,000.00	0.00	800.00	80.00	200.00
100-5-55-5198 FIELDHOUSE SUP & MAINT-JANITOR	13,000.00	380.00	3,800.00	29.23	9,200.00
TOTAL SUPPLIES & OPERATION EXP	41,250.00	5,456.19	24,073.12	58.36	17,176.88
<u>CONTRACTUAL SERVICES</u>					
100-5-55-5255 VEHICLE INSURANCE	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL CONTRACTUAL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-55-5300 COMPUTER SOFTWARE & SUPPORT	500.00	2.00	5.45	1.09	494.55
TOTAL MISCELLANEOUS OTHER EXP	500.00	2.00	5.45	1.09	494.55
<u>CAPITAL OUTLAY</u>					
100-5-55-5455 IMPROV TO EXISTING PARK ASSETS	5,000.00	0.00	1,300.00	26.00	3,700.00
100-5-55-5456 PLANTS FOR WALKING TRAIL	0.00	0.00	0.00	0.00	0.00
100-5-55-5494 Veh Fin Note - Debt Service	785.00	0.00	0.00	0.00	785.00
100-5-55-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	5,785.00	0.00	1,300.00	22.47	4,485.00

CITY OF ROLLINGWOOD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2022

100-GENERAL FUND

PARK DEPARTMENT

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>OTHER NON-DEPARTMENTAL</u>					
100-5-55-5512 PLAYGROUND MULCH & MAINT	6,500.00	0.00	6,093.11	93.74	406.89
100-5-55-5515 MAINTENANCE BUILDING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER NON-DEPARTMENTAL	6,500.00	0.00	6,093.11	93.74	406.89
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TOTAL PARK DEPARTMENT	107,328.00	8,101.30	60,081.84	55.98	47,246.16