



**CITY OF ROLLINGWOOD
PARK COMMISSION MEETING
AGENDA**

Tuesday, March 10, 2026

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 March 10, 2026 at 12:00 PM. 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=QmNUbmZBQ1lwUINjNmK5RnJrelRFUT09>

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 athomas@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 February 10, 2026 Park Commission meeting

REGULAR AGENDA

3. Discussion and possible action to have two park commission members sign up to conduct the park walk-through on March 20th
4. Update from Western Hills Little League and Western Hills Girls Softball
5. Discussion and possible action regarding trash cleanup concerns related to organized sporting activities at the park
6. Discussion, update, and possible action regarding the Rollingwood Park Design Group meeting
7. Discussion and possible action regarding recommendations to City Council for a dog off leash area
8. Discussion, update, and possible action on east driveway entrance improvements and parking area improvements in Rollingwood Park
9. Discussion and possible action on treatment solutions for mosquitos in the lower park area
10. Discussion regarding Quarterly Park Walk Through report from Public Works

DEPARTMENT REPORTS

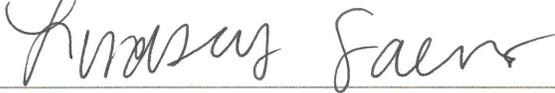
All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

11. Park Commission Financials through February 28, 2026

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 prior to 12 p.m. on March 4, 2026.



Lindsay Saenz, Assistant to the City Administrator

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

Park Walk Through Sign Up Sheet

- **March 20th**

- **May 22nd**

- **September 25th**

- **January 22nd**



AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 10, 2026

Submitted By:

Staff

Agenda Item:

Update from Western Hills Little League and Western Hills Girls Softball

Description:

This agenda item is included on the Park Commission's agenda for informational purposes only. It affords both Western Hills Little League and Western Hills Girls Softball the opportunity to provide updates to the Commission regarding their activities.

Action Requested:

No action is requested or permitted for this item

Fiscal Impacts:

No fiscal impact is expected from this item

Attachments:

None

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 10, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action regarding trash cleanup concerns related to organized sporting activities at the park

Description:

The purpose of this agenda item is for the Park Commission to consider strategies to address recurring trash and debris left behind after sporting events in the park. These activities bring valuable community activity to the park; however, post-event litter such as food containers, beverage bottles, and team-related materials has created maintenance challenges, increased staff workload, and has negatively impacted park aesthetics and user experiences.

Action Requested:

Staff would like the Commission's input on practical, cost-effective, and actionable ideas that balance all park users' interests, protect park resources, and maintain a welcoming environment for residents. Commission feedback will help guide staff activities and potential policy adjustments moving forward.

Fiscal Impacts:

The fiscal impact of this item depends upon the suggestions presented by the Commission

Attachments:

None

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 10, 2026

Submitted By:

Staff

Agenda Item:

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

Description:

The Rollingwood Park Design Group held a meeting to discuss potential ideas for a dog off leash area in Rollingwood Park on February 2, 2026.

This items allows the Park Commission to review proposed designs for an off leash dog area from Landscape Architect Curt Arnette of Sitio Design and propose a recommendation to City Council.

Action Requested:

Discuss and consider a recommendation to City Council regarding an off leash dog area design.

Fiscal Impacts:

The fiscal impact from this item depends upon the Commission's recommendation and City Council's decision.

Attachments:

- Version A – 3-5-26
- Version B – 3-5-26
- Version C – 3-5-26
- Plan – Dog Park Entrance at Parking Area
- Section – Open Fence
- Section – Solid Fence



sitiodesign

curt arnette, asla
landscape architect
6 1 1 4 ginitia lane
austin, texas 78739
512.415.2097
sitiodesigngroup@yahoo.com
sitiodesign.com

March 5, 2026

Dog Park Version 'A'

.5 Acres

* Softball Field - shifted south 30', west 10'

* One field eliminated

1 acre = 43,560 sf
.5 acre = 21,780
.55 acre = 23,958
.6 acre = 26,136 sf

KEY

-  Dog Park Area - 21,790 sf (.5 ac)
 -  Play Field Area - 33,186 sf (.76 ac)
 -  Proposed Planting Areas (Additional Butterfly Gardens)
 -  Proposed Dog Fencing
 -  Proposed Dog Park entrance
 -  Proposed Shade Tree
 -  Existing Ball Field Fencing
 -  Proposed Ball Field Fencing to accommodate proposed parking area
 -  Proposed Ball Field Fencing to accommodate proposed Dog Park
 -  Proposed Guardrail
- Scale 1" = 20'-0"
- North
- Tree protection fencing



LOT 1
WESTERN HILLS ATHLETIC CLUB
ADDITION
BOOK 79, PAGES 355-356
P.R.T.C.T.

20' DRAINAGE EASEMENT
AND P.U.E.
(PER PLAT)

LOT 5A
RESUBDIVISION OF LOTS 5 & 6
CLARK SUBDIVISION

LOT 2
0.55 ACRE



sitiodesign

curt arnette, asla
landscape architect
6 1 1 4 ginitia lane
austin, texas 78739
512.415.2097
sitiodesigngroup@yahoo.com
sitiodesign.com

March 4, 2026

Dog Park Version 'B'

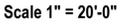
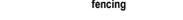
.55 Acres

* Softball Field - shifted south 45', west 10'

* One field eliminated

1 acre = 43,560 sf
.5 acre = 21,780
.55 acre = 23,958
.6 acre = 26,136 sf

KEY

-  Dog Park Area - 24,140 sf (.55 ac)
-  Play Field Area - 29,275 sf (.67 ac)
-  Proposed Planting Areas (Additional Butterfly Gardens)
-  Proposed Dog Fencing
-  Proposed Dog Park entrance
-  Existing Ball Field Fencing
-  Proposed Ball Field Fencing to accommodate proposed parking area
-  Proposed Ball Field Fencing to accommodate proposed Dog Park
-  Proposed Guardrail
-  North
-  Scale 1" = 20'-0"
-  Proposed Shade Tree
-  Tree protection fencing



LOT 1
WESTERN HILLS ATHLETIC CLUB
ADDITION
BOOK 79, PAGES 355-356
P.R.T.C.T.

LOT 2
0.55 ACRE

LOT 5A
RESUBDIVISION OF LOTS 5 & 6
CLARK SUBDIVISION



sitiodesign

curt arnette, asla
landscape architect
6 1 1 4 ginitia lane
austin, texas 78739
512.415.2097
sitiodesigngroup@yahoo.com
sitiodesign.com

March 5, 2026

Dog Park Version 'C'

.6 Acres

* Softball Field - shifted south 45', west 10'

* One field eliminated

1 acre = 43,560 sf
.5 acre = 21,780
.55 acre = 23,958
.6 acre = 26,136 sf

KEY

-  Dog Park Area - 26,110 sf (.6 ac)
 -  Play Field Area - 27,353 sf (.63 ac)
 -  Proposed Planting Areas (Additional Butterfly Gardens)
 -  Proposed Dog Fencing
 -  Proposed Dog Park entrance
 -  Existing Ball Field Fencing
 -  Proposed Ball Field Fencing to accommodate proposed parking area
 -  Proposed Ball Field Fencing to accommodate proposed Dog Park
 -  Proposed Guardrail
-  North
Scale 1" = 20'-0"
-  Proposed Shade Tree
 Tree protection fencing

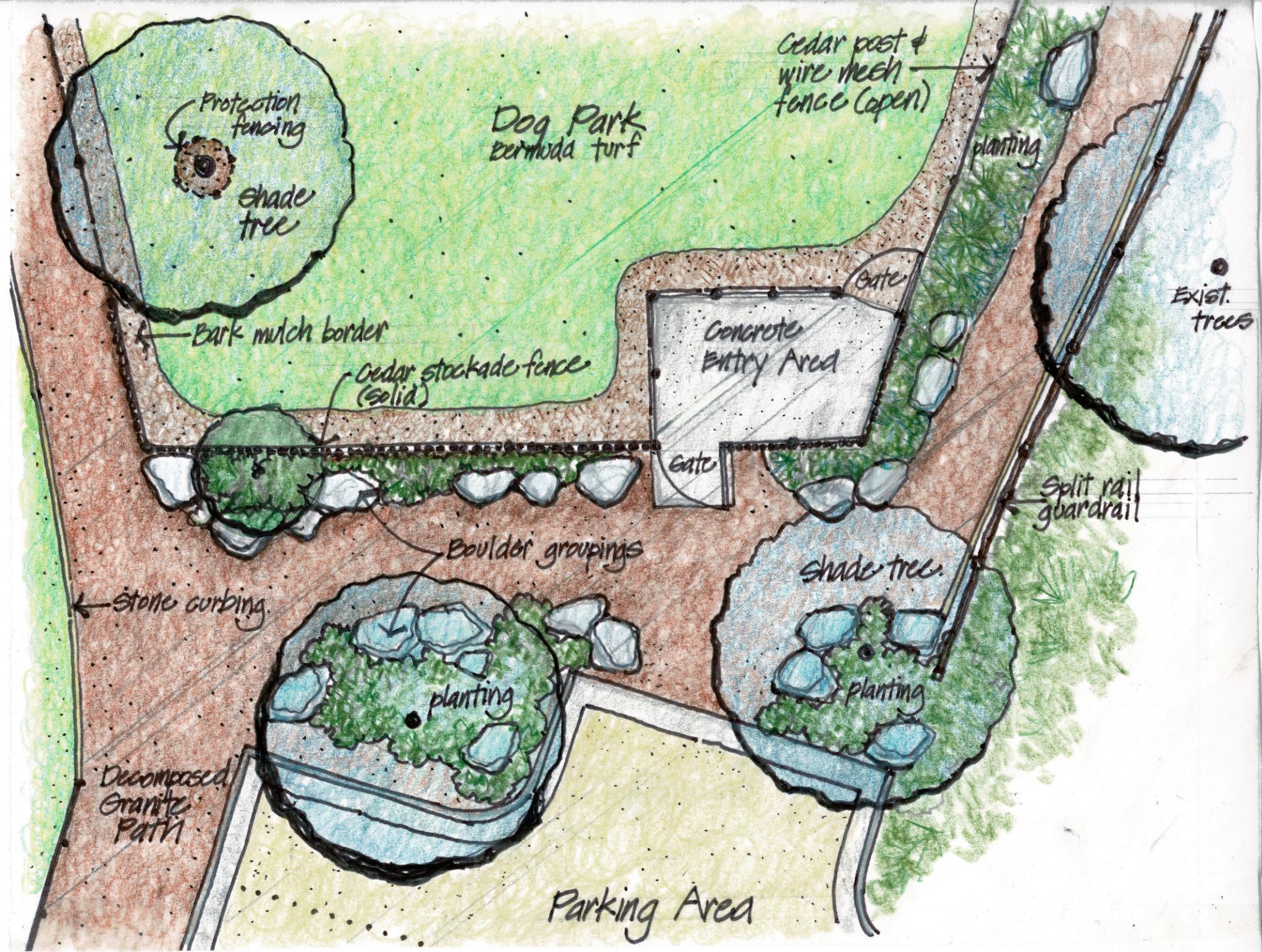


LOT 1
WESTERN HILLS ATHLETIC CLUB
ADDITION
BOOK 79, PAGES 355-356
P.R.T.C.T.

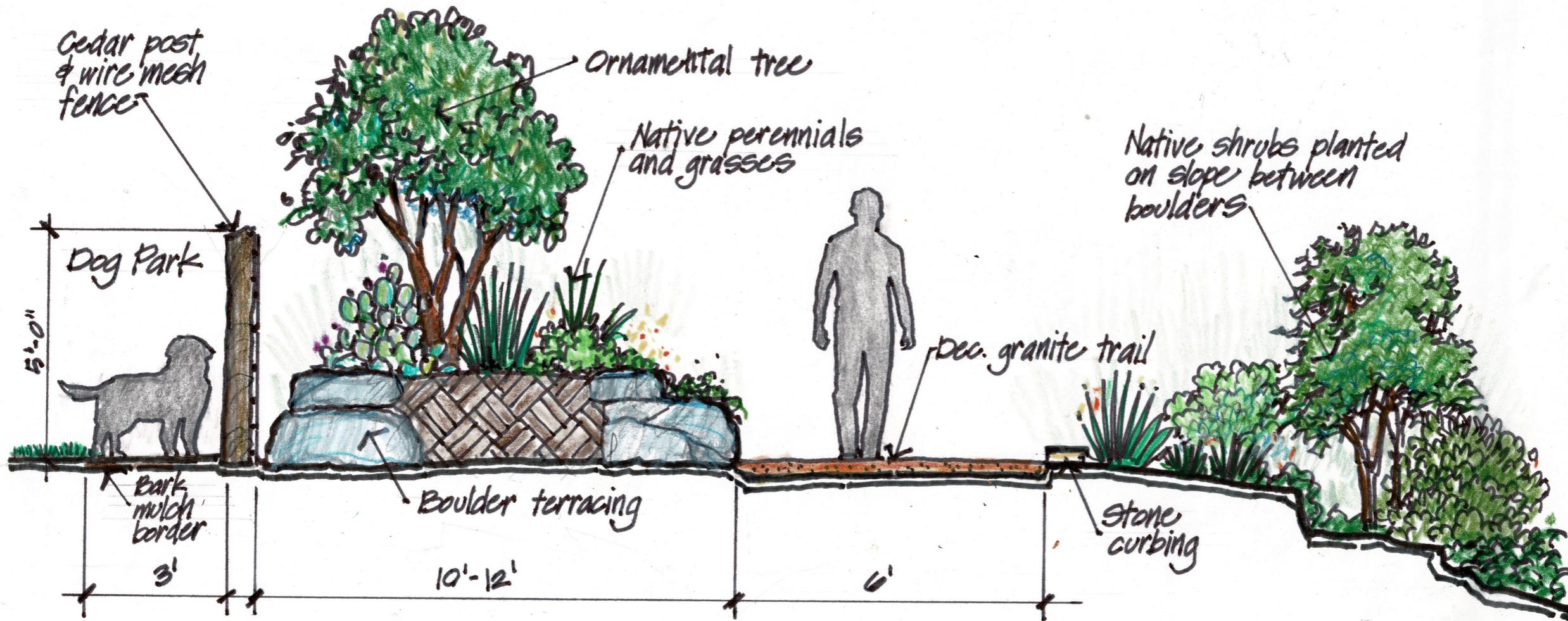
LOT 2
0.55 ACRE

20' DRAINAGE EASEMENT
AND P.U.E.
(PER PLAT)

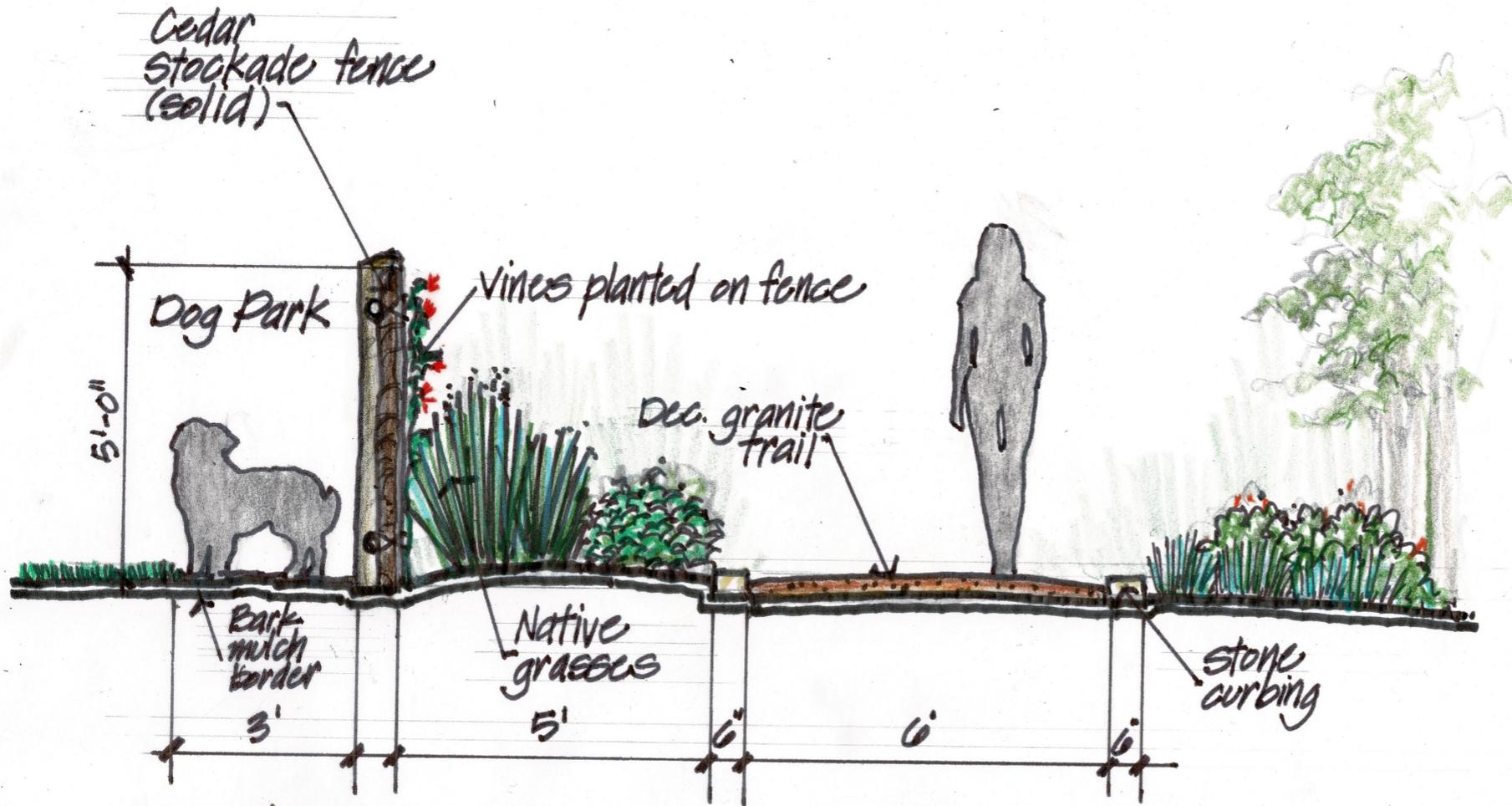
LOT 5A
RESUBDIVISION OF LOTS 5 & 6
CLARK SUBDIVISION



Plan - Dog Park Entrance at Parking Area
 scale 1/8" = 1'-0"



Section - Open Fence / Berm / Trail
 scale $\frac{3}{8}'' = 1'-0''$



Section - Solid Fence / Planting / Trail
 scale $\frac{3}{8}'' = 1'-0''$

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 10, 2026

Submitted By:

Staff, on behalf of Chairperson Melissa Morrow

Agenda Item:

Discussion, update, and possible action on east driveway entrance improvements and parking area improvements in Rollingwood Park

Description:

At the January 13, 2026 Park Commission meeting, the Park Commission discussed the proposed parking lot design. The item is intended to provide an update on the project.

Action Requested:

To discuss the project and take action if necessary.

Fiscal Impacts:

The fiscal impact from this item depends upon the Commission's recommendation and City Council's decision.

Attachments:

- Rollingwood Park – L1
- Rollingwood Park – L2
- Drawing 1
- Drawing 2
- Drawing 3
- Drawing 4

General Notes

Site Plan Survey: The hardscape plan is based on existing site contours provided by Holt Carson, Inc. Surveying. The civil engineers have indicated the roadway and curb elevations on the civil set of drawings. Final grades may be modified in the field by the Landscape Architect, as required to adequately drain the site. The contractor shall be responsible to notify the Landscape Architect where field conditions are encountered that deviate from the plans and do not allow for positive drainage. The topsoiling and sodding or seeding operators is to maintain the positive drainage.

Familiarization with Jobsite: Landscape contractors should thoroughly familiarize themselves with the working area as it relates to the Construction Documents prior to the commencement of any construction activity and notify the Landscape Architect where discrepancies are encountered. Contractors to verify the location of underground utilities prior to any excavation.

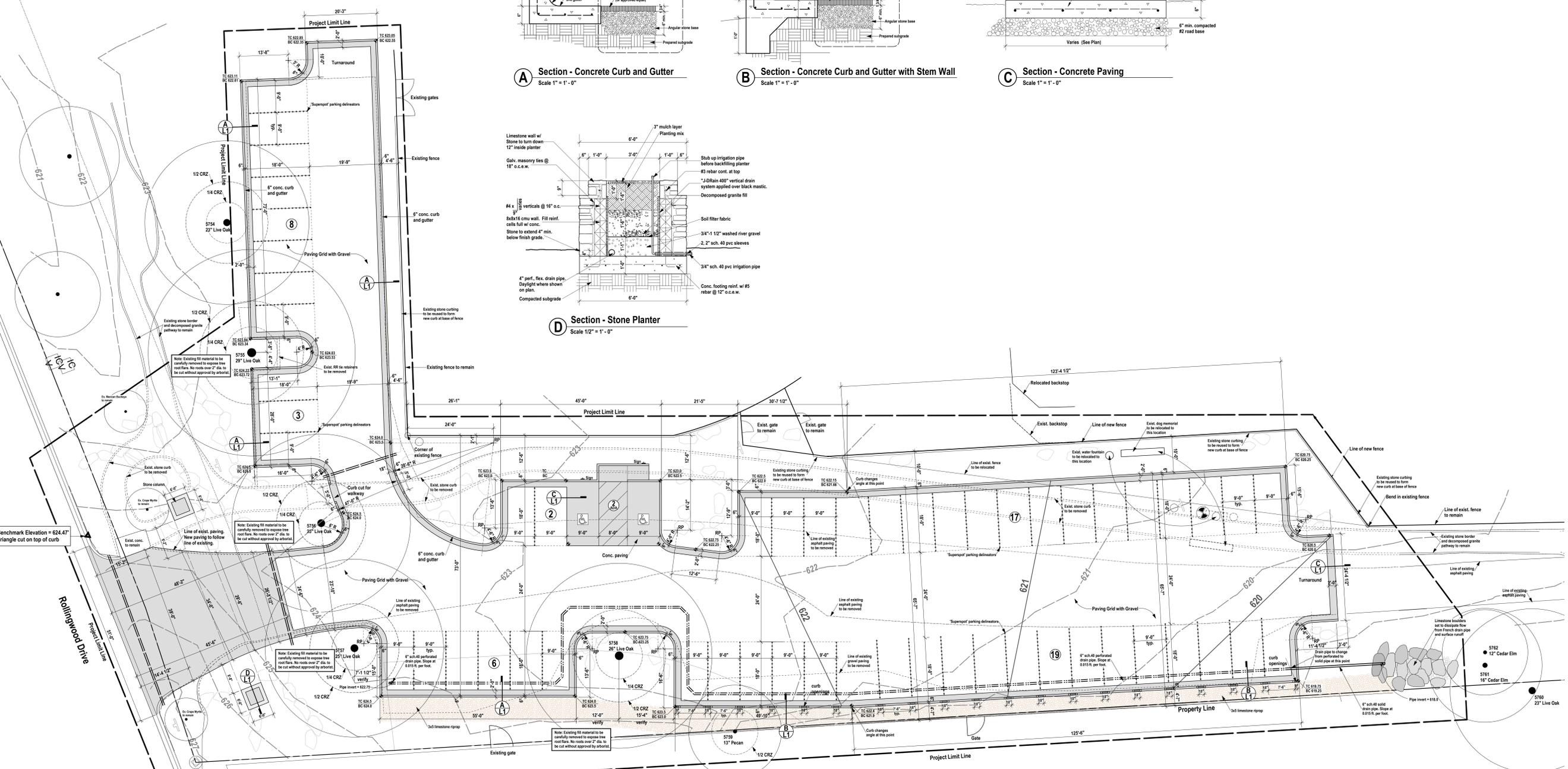
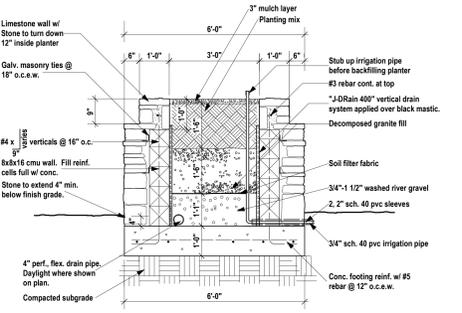
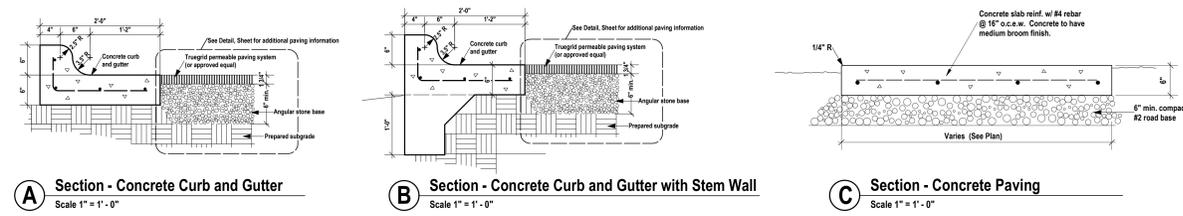
Protection of Existing Vegetation: Existing trees scheduled to remain should be protected from injury or damage to roots, trunks, or branches by placing tree protection fencing around existing trees to remain. Damaged trees or vegetation to be repaired immediately in a manner acceptable to the Landscape Architect. Irreparably damaged trees or shrubs must be replaced with ones of similar size and shape at the expense of the Contractor. A value to be determined in accordance with the tree evaluation formula as described in "A Guide to the Professional Evaluation of Landscape Trees, Specimen Shrubs and Evergreens", published by the International Society of Arboriculture.

Treatment of Existing Weeds: Existing stands of bermudagrass, johnsongrass, nutgrass, and noxious weeds to be treated with herbicide before construction begins. Nutgrass to be treated with "Stinger" or "Manager". Other weeds to be treated with "Trifluralin", "Roundup" or equal herbicide. Use care not to overapply onto existing vegetation to remain. Treatment shall be in strict accordance with manufacturer's specifications and shall be accomplished to allow sufficient time for a complete kill prior to starting any soil preparation.

Grubbing and Trimming: Remove plants, undergrowth, other vegetation and debris from the site except items indicated to remain. Strip weeds and grass. Rototill to a depth of 4" in areas where soil has been compacted during construction. Use hand methods for grubbing inside the drip-line of trees to remain. Strip grass materials to a maximum depth of 1" under tree canopies. Remove stumps to a depth of 15" below existing grade. Inserting branches of trees scheduled to remain may be removed as approved by Landscape Architect.

Grading and Earthwork: Contractor to ensure positive drainage. Planting mix to be added to fill any depression that may occur across roadway. Planting mix to be added to any planting area that has less than 6" of existing soil in order to achieve a 6" minimum soil profile after soil settlement. Minimize the addition of planting mix under drip-line of existing trees. Final grading to be approved by Landscape Architect.

Concrete: Structural concrete shall be 3,000 psi minimum. All structural concrete to be reinforced as indicated on cross-sectional details.



Legend

- ▲ 624.0 Proposed Finish Grade Elevation
- BC Bottom of Curb Elevation
- TC Top of Curb Elevation
- TW Top of Wall Elevation
- Detail
- Sheet No.
- 627 — Existing Contour Elevation
- 622 — Proposed Contour Elevation
- ==== 2, 4" Sch. 40 PVC Sleeves

Hardscape Plan
Scale 1" = 10'-0"



Landscape Development Plan for the
Rollingwood Park
 Rollingwood, TX 78746
 Rollingwood Drive

ProgressSet
Not For Construction

Date: 3/04/2026

Revised:

BUILDING SETBACK LINE

Plant List

Key	Common Name	Botanical Name	Size	Height	Spread	Remarks	O.C.	Qty.
ABN	American Beechberry	<i>Zelkova americana</i>	5 gal	24'-28"	20'-24"		48"	4
AGA	Agave	<i>Mahonia trifoliolata</i>	10 gal	30'-36"	30'-36"		42"	24
BMF	Blue Mistleflower	<i>Eupatorium coelestem</i>	1 gal	10'-12"	8"		24"	16
BUR	Bur Oak	<i>Quercus macrocarpa</i>	300 gal	14'-15'	7'-8'	8' cal. s&f full sym canopy	/	3
CHQ	Chinquapin Oak	<i>Quercus muhlenbergii</i>	300 gal	14'-15'	7'-8'	8' cal. s&f full sym canopy	/	3
CRV	Tangerine Beauty Crossvine	<i>Bignonia capreolata 'Tangerine Beauty'</i>	5 gal	30' spread		attach to fence	/	7
DNL	Palma Desert Willow	<i>Chiosma deserti 'Palma'</i>	24" tree	6'-7'	3'-4'	multi-trunk	/	1
FLA	Flame Acanthus	<i>Ancistranthus quadrifidus variegata</i>	1 gal	12'-15'	10'-12"		36"	24
FRO	Frodo	<i>Phyla nodiflora</i>	1 gal	1'-2'	8"		30"	14
GAU	Butterfly Gaura	<i>Diervilla litoralis</i>	1 gal	10'-12"	8"	white flowering	24"	11
GCM	Gulf Coast Muley	<i>Muhlenbergia capillaris</i>	1 gal	10'-12"	8"		36"	22
GGA	Green Globe Agave	<i>Agave sp. Green Globe</i>	10 gal	15'-18"	12'-18"	ball & symmetrical	/	7
GYU	Chicago Weasel Hesperis	<i>Hesperis matronalis sp. changii</i>	10 gal	30'-36"	18'-20"	ball & symmetrical	4' min	13
HCS	Heavenly Cloud Sage	<i>Leucophyllum sp. 'Heavenly Cloud'</i>	5 gal	18'-24"	18'-24"		48"	4
INL	Inland Sea Oats	<i>Chasmanthium latifolium</i>	1 gal	12'-15'	8"		24"	85
KID	Texas Kidneywood	<i>Erytharitia texana</i>	5 gal	30'-36"	12'-15'		/	8
LBS	Little Bluestem	<i>Schizanthus scoparium</i>	1 gal	15'-18"	8"		30"	19
LMG	Lindheimer's Muhlenberg	<i>Muhlenbergia lindheimeri</i>	1 gal	10'-12"	8"		42"	26
MHO	Mexican Hornsuckle	<i>Lonicera spicata</i>	1 gal	10'-12"	8"		30"	24
MPL	Mexican Plum	<i>Prunus mexicana</i>	30 gal	30'-42"	30'-36"	4" caliper	/	1
MTL	Texas Mountain Laurel	<i>Sophora secundiflora</i>	30 gal	3'-4'	24'-30"	multi-trunk	/	18
MTR	Montgomery Oak	<i>Quercus polymorpha</i>	300 gal	14'-15'	7'-8'	8' cal. s&f full sym canopy	/	3
PAV	Rock Rose	<i>Parsonsia lasiocarpa</i>	1 gal	12'-15'	10'-12"	ball	36"	15
PN	Pine Mistle	<i>Muhlenbergia diffusa</i>	1 gal	10'-12"	8"		42"	39
PTL	Purple Trailing Lantana	<i>Lantana montevidensis</i>	1 gal	3'-4'	5'-6"		30"	18
REB	Texas Redbud	<i>Cercis canadensis var. texensis</i>	30 gal	30'-42"	30'-36"	4" caliper	/	2
RBV	Rusty Blackhaw Viburnum	<i>Viburnum rufidulum</i>	30 gal	5'-6'	30'-36"	4" total cal., multi-trunk	/	3
RLD	Roughleaf Dogwood	<i>Cornus drummondii</i>	30 gal	5'-6'	30'-36"	4" total cal., multi-trunk	/	7
RYU	Red Yucca	<i>Hesperaloe parviflora</i>	10 gal	18'-24"	18'-24"		42"	26
SAR	San Antonio Rose Sage	<i>Leucophyllum sp. 'San Antonio Rose'</i>	5 gal	18'-24"	18'-18"		48"	4
SLG	Silabovleaf Goldeneye	<i>Viguiera stenoloba</i>	5 gal	18'-24"	18'-24"		30"	16
SPP	Sonolens Prickly Pear	<i>Opuntia sp.</i>	5 gal	12'-15'	12'-15'		/	15
TPE	Texas Persimmon	<i>Diospyros texana</i>	30 gal	5'-6'	30'-36"	4" total cal., multi-trunk	/	3
TUC	Big Momma/Turk's Cap	<i>Malvastrum drummondii 'Big Momma'</i>	1 gal	12'-14"	5'-6"		36"	17
WFM	White Mistleflower	<i>Eupatorium havanense</i>	5 gal	18'-24"	18'-24"		36"	9
WST	Windy Clematis	<i>Clematis texensis</i>	1 gal	4'-6'	4'-6"		30"	26
YAU	Yule of Houston Yagou	<i>Ilex vomitoria 'Yule of Houston'</i>	30 gal	5'-6'	30'-36"	4" total cal., multi-trunk	48"	26
ZEX	Orange Zexmenia	<i>Zexmenia hospita</i>	1 gal	8'-10'	8'-10'		24"	24

Landscape Notes

Familiarization with Jobsite: Landscape contractors should thoroughly familiarize themselves with the working area as it relates to the Construction Documents prior to the commencement of any construction activity and notify the Landscape Architect where discrepancies are encountered. Contractor to verify the location of underground utilities prior to any excavation. Landscape contractor to be responsible for repairing any damage to existing hardscape, underground electrical and existing irrigation to remain.

Protection of Existing Vegetation: Existing trees scheduled to remain should be protected from injury or damage to roots, trunks, or branches by placing tree protection fencing in areas shown on plan. Damaged trees or vegetation to be repaired immediately in a manner acceptable to the Landscape Architect. Immediately damaged trees or shrubs must be replaced with ones of similar size and shape at the expense of the Contractor. A value to be determined in accordance with the tree evaluation formula as described in "A Guide to the Professional Evaluation of Landscape Trees, Specimen Shrubs and Evergreens", published by the International Society of Arboriculture.

Treatment of Existing Weeds: Existing stands of bermudagrass, johnsongrass, nutgrass, and noxious weeds to be treated with herbicide before construction begins. Nutgrass to be treated with "Image" or "Manga". Other weeds to be treated with "Fusar" "Roundup" or equal herbicide. Use care not to over-apply onto existing vegetation to remain. Treatment shall be in strict accordance with manufacturer's specifications and shall be accomplished to allow sufficient time for a complete kill prior to starting any soil preparation.

Grading and Earthwork: Contractor to ensure positive drainage. Planting mix to be added to fill any depression that may not exceed 2" depth. Planting mix to be added to all soil settlement. Minimize the addition of planting mix under drip line of existing trees. Final grading to be approved by Landscape Architect.

Decomposed Granite Area: Granite path to receive a 3 1/2" layer of decomposed granite after compaction. Granite to be wetted and compacted with a plate compactor to achieve a smooth and even surface free from undulations.

Planting Mix: Planting mix to be "Thunder Dirt" as applied by Geo Growers, 12002-B Hwy 290 West, Austin TX 78737 (512) 892-2722. Planting mix substitutions to be approved by Landscape Architect prior to delivery to site.

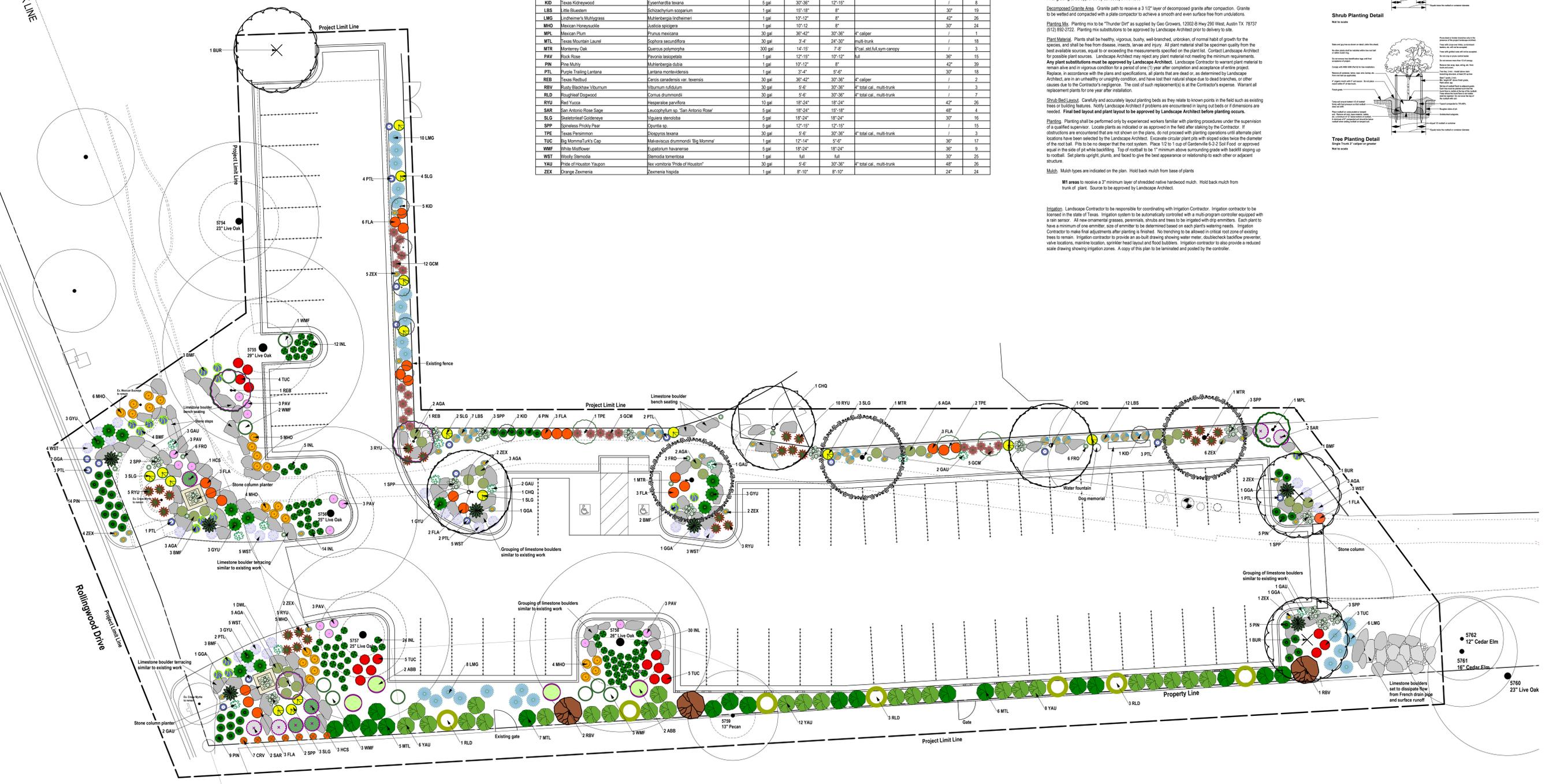
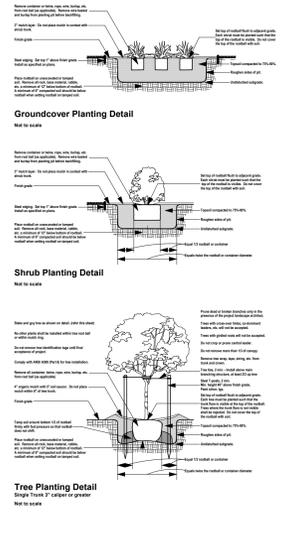
Plant Material: Plants shall be healthy, vigorous, bushy, well-branched, unbroken, of normal habit of growth for the species, and shall be free from disease, insects, larvae and injury. All plant material shall be specimen quality from the best available sources, equal to or exceeding the measurements specified on the plant list. Contact Landscape Architect for possible plant sources. Landscape Architect may reject any plant material not meeting the minimum requirements. Any plant substitutions must be approved by Landscape Architect. Landscape Contractor to warrant plant material to remain alive and in vigorous condition for a period of one (1) year after completion and acceptance of entire project. Replant, in accordance with the plans and specifications, all plants that are dead or, as determined by Landscape Architect, are in an unhealthy or unsightly condition, and have lost their natural shape due to dead branches, or other causes due to the Contractor's negligence. The cost of such replacement(s) is at the Contractor's expense. Warrant all replacement plants for one year after installation.

Shrub Bed Layout: Carefully and accurately layout planting beds as they relate to known points in the field such as existing trees or building features. Notify Landscape Architect if problems are encountered in laying out beds or if dimensions are needed. Final bed layout and plant layout to be approved by Landscape Architect before planting occurs.

Planting: Planting shall be performed only by experienced workers familiar with planting procedures under the supervision of a qualified supervisor. Loose plants as indicated or as approved in the field after staking by the Contractor. If obstructions are encountered that are not shown on the plans, do not proceed with planting operations until alternate plant locations have been selected by the Landscape Architect. Excavate circular plant pits with sloped sides twice the diameter of the root ball. Pits to be no deeper than the root system. Place 1/2 to 1 cup of Gardex 6-2-2 Soil Food or approved equal in the soil of white backfilling. Top of rootball to be 1" minimum above surrounding grade with backfill sloping up to rootball. Set plants upright, plants, and loose to give the best appearance or relationship to each other or adjacent structure.

Mulch: Mulch types are indicated on the plan. Hold back mulch from base of plants.

M1 areas: receive a 3" minimum layer of shaded native hardwood mulch. Hold back mulch from trunk of plant. Source to be approved by Landscape Architect.



curt arnette, asia
 landscape architect
 6114 ginila lane
 austin, texas 78739
 512.415.2097
 mail@sitiodesign.com
 sitiodesign.com



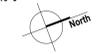
Landscape Development Plan for the
Rollingwood Park
 Rollingwood Drive
 Rollingwood, TX 78746

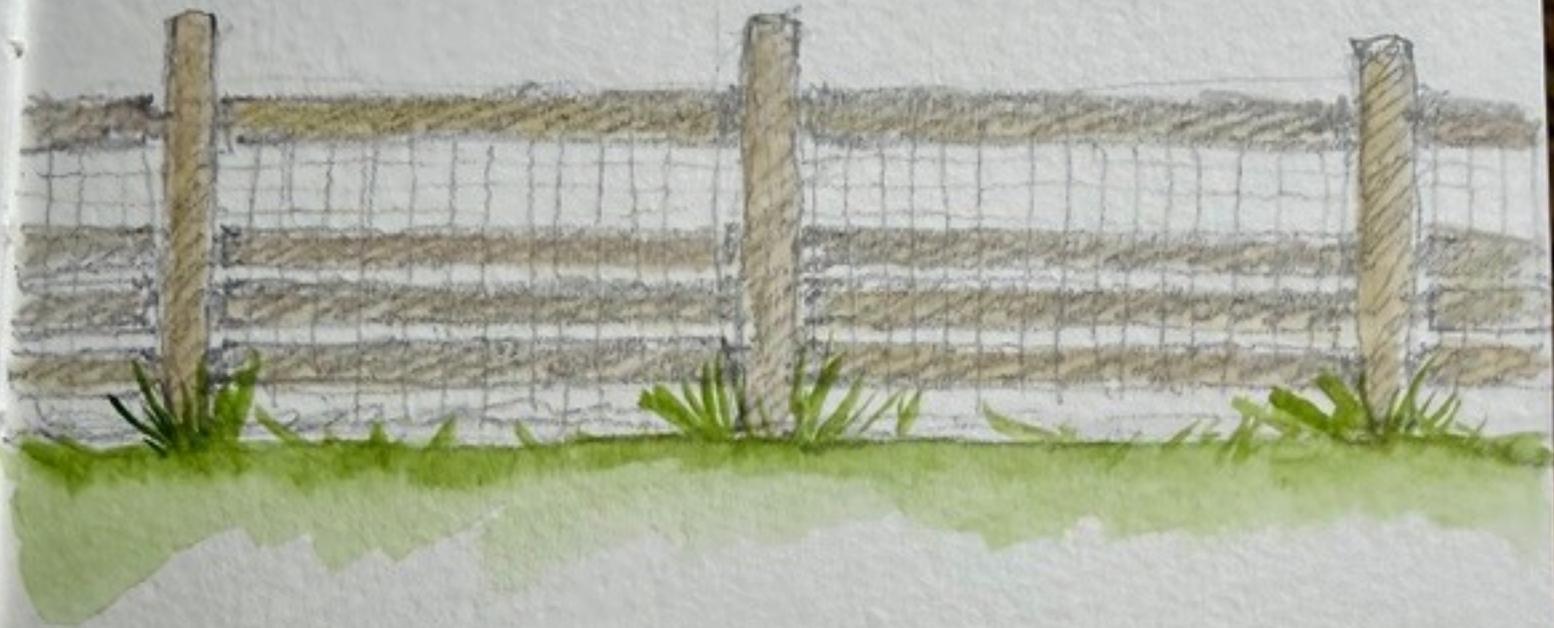
ProgressSet
 Not For Construction

Date: 1/07/2026

Revised:

Planting Plan
 Scale 1" = 10'-0"





Hatley Fields
Rollingwood Park
Great Lawn to Field House Concept



Field House

Softball Fields

Great Lawn

Trail

Dogs

Parking

provided by Alex Robinette

ROLLINGWOOD AND WALLIS CORNER





ROLLINGWOOD PARK

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: March 10, 2026

Submitted By:

Staff

Agenda Item:

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

Description:

Park Commission member Sean Downing requested to discuss mosquito treatment and possible solutions.

Currently, the Public Works team treats mosquitos by using mosquito tablets to kill mosquito larvae in standing water when needed.

Action Requested:

To discuss and consider possible improvements for mosquito treatment in the lower park.

Fiscal Impacts:

Fiscal impact depends on any action made by the Commission.

Attachments:

- Sean Downing - Barefoot Mosquito Quote
- Sean Downing - Justice Pest Control Mosquito Quote

Congratulations on choosing the best pest service!!

Please review the following agreement and then sign. You will receive a copy via email for your records.
Thanks!

Barefoot Mosquito & Pest Control

Mosquito Control Agreement

Serving major metropolitan areas in Texas and Oklahoma

* Call: (888)-277-2899 * Text: (512)-877-5106 * sales@barefootmosquito.com

Customer Information

Name: Sean

Phone: (512) 970-7364

Address: 401 Nixon Drive

Email Address: sdowning@gmail.com

Gate Code: _____

Service Info

Location #: 600731

Initial Date: _____

Sold By: Guy Conrad

Service Plan(s)

Service Name: Service Frequency: Initial Cost:	Recurring Cost:	Billing Frequency:
Mosquito Control as needed/evry 3 wks \$275.00	\$275.00 after each service	
\$	\$	
\$	\$	
Initial Cost Sub Total: \$	\$	

Prices listed do not include tax. Tax is based off office location and will be added when billed.

Notes

As needed until March. 80-90% reduction warranty

Barefoot Mosquito & Pest Control

Mosquito Control Agreement

Here is a summary of our Terms & Conditions.

You can read the full article, along with our consumer information sheet at <https://www.barefootmosquito.com/terms-of-service/> (<https://www.barefootmosquito.com/terms-of-service/>)

- Pest Control plans have a 12 month agreement, and have an Early Termination fee if canceled early.
- Mosquito Control is scheduled every 21 days, with the exception of the first 2 treatments which are 14 days apart.
- We treat exterior every time for Pest Control, and interior by appointment or request. If live pests come back between our visits, let us know and we can come back out. Many pests are covered, some are not, and some coverages are available separately or as add-ons.
- Services continue until canceled by the client.
- After the 3rd Mosquito treatment, if biting mosquitoes return soon (within 10 days) after service, let us know as soon as possible and we'll be able to retreat.
- Services happen on a schedule that is pre-approved by the client, who is not required to be present for most visits. We'll send notice before service, and we sometimes use yard signs.
- Invoices are charged automatically following services unless on a monthly billing plan. Delinquent invoices can incur late charges, up to and including a collections fee. Service rates may change annually. Payment is due upon receipt if not on Autopay.
- We make use of your hose/spigot. Products we use can harm fish, so clients must take precautions before service. Rodent control products can be harmful, but are used responsibly. Elements of our Mosquito Control service are scented and could be unpleasant for some, but most people like it.

Terms and Conditions

Express Consent for Text Marketing

For your benefit, Barefoot uses text messages for Service Reminders and 'on-the-way' announcements from our technicians. However, there are other beneficial text message communication we offer that you first need to agree to before receiving. By agreeing to text marketing, you are agreeing to receive Informational and Promotional text messages from us. You're also expressly consenting to receive such messages using an automated dialing system, which just means that we're sending such messages as a group. Importantly, you acknowledge that your consent is never a condition of purchasing any of our products or services. Standard messaging rates may apply. Of course, you may opt-out of receiving text messages at any time just by replying STOP to any message you receive, or by contacting our customer service team.

Re-Treatment Guarantee for Pest Control Services

Covered pests include, but aren't limited to, common ants and roaches, scorpions, silverfish, common beetles, centipedes, millipedes, most spiders, earwigs, and most other non-flying structural insects.

Pest Control plans are built around preventative exterior visits being done at regular intervals, which in turn enables an ongoing Re-Treatment Guarantee. In the event that live targeted pests indicated above reappear on the property, upon the client's request Barefoot Mosquito & Pest Control will retreat the property at no additional charge - providing that the client

has corrected any conducive conditions for pests on their property, the client's service schedule has been maintained, and the account balance is in good standing.

Barefoot Mosquito & Pest Control agrees to apply material/s to reduce the presence of pests in accordance with the Terms and Conditions of this agreement. All materials used will comply with Federal, State, and County regulations.

The Pest Control Re-Treatment Guarantee does not include: bees, birds, ornamental pests (a category of exterior pests which includes webworms and aphids), German cockroaches, bed bugs, cicada-killer wasps, Leaf Cutter and tawny crazy ants. Fleas, and wood-destroying insects (such as termites, carpenter ants, and borer beetles) are also not included, but they can be inspected, quoted, and treated separately.

Rodents are guaranteed only in certain plans that were sold to include Rodents. Other mammals in the wildlife pest category, such as gophers, raccoons, opossums, and squirrels, are excluded.

Service Guarantee for Mosquito Control

We agree to apply material to reduce mosquitoes and/or general pests in accordance with the terms and conditions of this agreement. All materials used will comply with Federal, State, and County regulations.

Once three mosquito services have been completed, and while on a continual service cycle of 21 days or less, in the event that mosquitoes re-infest the property, we will treat the exterior at no additional charge with a Booster service. Request for re-treatment must be given within 10 days of a completed service. This is provided that the customer has corrected all the conducive conditions for mosquitoes on their property, the customer's service schedule is maintained, and the customer balance is current. Although the service aggressively targets mosquitoes, it is scientifically impossible to eradicate 100% of mosquitoes on a property, and as such, a 100% guarantee is not possible.

Renewal And Cancellation

After the agreed number of services have been completed, services shall continue on their normal interval unless the client cancels by telephone. If you are unable to use a telephone to call us, we can accept an email in certain cases. It is the client's responsibility to alert Barefoot Mosquito & Pest Control of any change in address. Active Mosquito Control services will be notified by email about seasonal service pauses and restarts. Seasonal changes do not require restart confirmation from the client.

Pest Control services canceled prior to the completion of the agreement incur a \$99.99 cancellation fee. Cancellation of one service arrangement or setup is not tantamount to cancellation of others - for example, ending Mosquito service does not thereby end your Pest service.

Barefoot Mosquito & Pest Control

Mosquito Control Agreement

Terms and Conditions, cont'd

Payment

Accounts will have a method of payment recorded on file and set up for automatic payments, and will be charged within a reasonable time following service. Accounts not operating with payment on file (known as traditional billing) will be subject to a per-invoice surcharge of \$5.

A financial charge of 1.5% per month (18% per annum) will be added to past-due accounts. There is a \$25 return charge for all declined payments. No service will be rendered on accounts past due by 60 days or more. Accounts due past by 90 days or more are subject to cancellation and turnover to a third-party collections agency.

The company reserves the right to change service rates. Periodic rate changes may happen on an annual basis, while Corrective rate changes may occur at any time. Corrective rate changes exist to account for developments in the nature of service or the location to be treated.

It may become necessary that an account in arrears be submitted to a third-party collections agency. In this event, the account will be assessed a fee equal to 43% of its closing balance.

Scheduling

The individual signing below claims that they have ownership or capacity to approve service at this location. This agreement includes the above number of services. (Mosquito only): By default, Mosquito Control services are scheduled on a 2 week cycle for the first 2 treatments, and then the services move to a 3 week cycle. These intervals are set, and changes to one service day will not affect subsequent service dates. (Pest only): Pest Control services are scheduled every second or every third month, but are not required to occur exactly 60 or 90 days apart, respectively. Separate services (Flea & Tick, Termite, etc.) may be combined and performed at the same time for consolidation purposes. The client approves all work performed on and around the property as complete.

The company reserves the right to schedule services up to 5 days before or after the service timetable, due to weather or other required scheduling needs. Services will be performed notwithstanding the client's presence at the time of the technician's arrival. The arrival time may fall at any point throughout daylight hours unless previously scheduled with the client.

Prior to the day of service, notice will be sent to registered email addresses on file for the location. Service notices may be sent to additional registered email addresses, such as those of adjacent properties with expressed health concerns, solely to alert them of upcoming service nearby. These notices will never contain information that is financial in nature. If the client requires a different method of notice, they must establish that need in advance with the company so that it may best be accommodated.

Where it is permitted, the company may make use of yard signs to alert the client and nearby owners that the property is under the company's service. This signage is not meant to be permanent, and will be displayed on a rotating basis. If you do not want a sign placed in your yard, just let the office know.

Communication

Barefoot Mosquito & Pest Control may send occasional text messages or emails for appointment reminders and promotions. By providing your name and number, you consent to receive messages from this company. To opt-out reply STOP at any moment. Msg & Data rates may apply.

Liability

In the course of conducting service at a location, it may be necessary for Barefoot Mosquito and Pest technicians to use the water source on premises. Technicians will exercise caution to use only as much water as is necessary for service(s). Technicians will return hoses and adapters to the state they were in upon arrival. Barefoot Mosquito & Pest Control is not responsible for any structural damage, property loss, or personal loss caused by the service. Barefoot Mosquito & Pest Control shall not be responsible for any loss due to health issues that arise from mosquitoes, general pests, or from the service application should such occur. The products the company uses can be fatal to aquatic organisms. If client has fish or any aquatic wildlife living on the outside of their property, they must ensure the ponds, tanks, etc. are fully covered by a tarp prior to service commencing and leave on for one hour after service is complete. Barefoot Mosquito & Pest Control is not responsible for any loss of fish or other aquatic wildlife due to the service.

In the course of treating and preventing problems with mice and/or rats, it may be necessary to employ rodenticide. Though it is administered in a controlled way, the rodenticide that will be used can be harmful to children, pets and wildlife. The client agrees to use the highest degree of care in and about their property so that no children, pets or wildlife shall come in contact with the rodenticide, just as the company agrees to use the highest care in filling, placing, and securing this product. The client agrees to release Barefoot Mosquito & Pest Control from liability and to indemnify and hold Barefoot Mosquito & Pest Control, its officers, agents, contractors and employees harmless from any claims for property damage, personal injury or illness as a result of the application of rodenticide. (Mosquito Only): All materials have an odor that may be detected for 24-36 hours after the product is applied. If you or anyone living in the vicinity of your property is sensitive to essential oils or pesticides, Barefoot Mosquito & Pest Control recommends you seek advice from a physician or veterinarian prior to commencing treatment.

Barefoot Mosquito & Pest Control

Mosquito Control Agreement

Licensed and Regulated by:

Texas Depart. of Agriculture

P.O. Box 12847

Austin, TX 78711-2847

Phone: (866) 918-4481

Fax: (888) 232-2567

Austin - TPCL 0743689 - 4509 Freidrich Ln, STE 109, Austin, TX 78744

Houston - TPCL 0932216 - 6961 Brookhollow W Dr, Houston, TX 77040

Marble Falls/Kingsland - TPCL 0953856 - 103 South Avenue South, Marble Falls, TX 78654

San Antonio - TPCL 0931097 - 338 Breesport Street, San Antonio, TX 78216

Dallas - TPCL 0933481 - 14286 Gillis Road, Suite A, Dallas, TX 75244

Consumer Information Sheet

Required by the TDA Structural Pest Control Service

The structural pest control industry is regulated by the Texas Department of Agriculture (TDA), Structural Pest Control Service (SPCS), PO Box 12847, Austin, TX 78711-2847. TDA licenses the businesses, certified applicators and technicians who perform structural pest control work. Certified applicators and technicians must pass a written examination in order to receive their licenses.

Pesticides must be registered with the United States Environmental Protection Agency (EPA) and TDA before they may be used in Texas. EPA registration is not a finding of product safety. Pesticides are designed to kill or control pests. Your risk of harm depends on the degree of your exposure and or individual susceptibility.

Specific health and safety information varies between pesticides and types of exposures and is available on the label information or MSDS sheet, which can be supplied to you upon request from the licensed applicator. Take precautions when a treatment has been performed to avoid exposure to vulnerable individuals. Pesticides maybe harmful if swallowed, inhaled, or absorbed through the skin. Avoid breathing dust or spray mist and any unnecessary contact with treated services. If you desire specific information on precautions, refer to the pesticide label. The law requires that the application procedures

specified on the label be followed. If you have questions about the application, contact the business or person making the application. If you suspect a violation of the law regarding structural pest control, contact the SPCS. In case of a health emergency, seek immediate medical attention. Pest Control signs must be posted prior to treatment in many instances. The signs should be posted in an area of common access at least 48 hours prior to treatment. The information sign will allow you to contact someone and tell you what pesticide is being used.

If you are contracting for pest-control services due to a home solicitation, you have the right to cancel the contract within 72 hours. You may exercise this right by notifying the pest control company that you do not wish to receive their service. For general information on pesticides, contact the national pesticide information center 1-800-858-7378. For information concerning structural pest control laws, contact the Structural Pest Control Service at: (512) 305-8250 or 866-918-4481.

For information concerning the formulation and registration of pesticides, contact the TDA pesticide registration at (512) 463- 7476 or 800-835-5832.

For non-emergency health information relating to pesticides, contact Texas Department of State Health Services (512) 458- 7111.

Reduced Impact Service

In order to minimize the reliance on pesticides and reduce pest populations, a Reduced Impact Pest Control operator may recommend that you consider the sanitation or physical alteration of your workplace or residence. It is your responsibility to follow these recommendations. Your pest control operator may or may not offer these services upon request. A proper inspection will provide the information necessary for you to choose the method of pest control which best suits your situation. Many pest problems can be solved without using pesticides.

This reduced impact service will include an inspection report and treatment recommendations. You should review these and keep a copy for your records. Your cooperation of all of the recommendations made by your service provider is essential to reduce the impact service program.

Pesticides may be used in a responsible and professional manner and I reduce the impact pest-control service. If you do not want specific pesticides used or any pesticides used at all, you must notice in writing on the contract prior to the initiation of the service. If any specific pesticide or class of pesticides or not excluded, it may be used by the provider.

POISON CONTROL CENTER - Statewide: (800) 222-1222

Barefoot Mosquito & Pest Control

Mosquito Control Agreement

By signing below, you opt-in to receive SMS and/or MMS messages and emails from Barefoot Mosquito & Pest Control about new services, promotions, and updates. You understand that your consent is not a condition of receiving services and that you may withdraw your consent at any time by contacting us at (512) 402-7121 or service@barefootmosquito.com. For SMS and/or MMS messages, you can reply with "STOP" or "OPT-OUT". For SMS and/or MMS, messages & data rates may apply. For email, you may unsubscribe at any time.

This agreement is for an initial period of 12 month(s).

Sign above

I have read and agree to the terms and conditions of this agreement including any additional terms and disclosures listed above. I confirm that my email address is entered correctly and agree to receive my agreement, additional disclosures, and future account notifications electronically.

Clear

Sign Agreement

Powered by



(<https://www.FieldRoutes.com>)

**Barefoot Mosquito & Pest
Control - Austin**

PO Box 8199

Carol Stream, IL 60197-8199

(512) 402-7121

<http://www.barefootmosquito.com>

Congratulations on choosing the best pest service!!

Please review the following agreement and then sign. You will receive a copy via email for your records.
Thanks!

Justice Pest Services
PO BOX 340010
Lakeway, TX 78734
(512) 261-2465 | info@justicepestservices.com
License #: 0708820

Service Agreement



Service Address

Sean Downing
4820 Rollingwood Dr
West Lake Hills, TX 78746
Rollingwood

Customer Information

sdowning@gmail.com
(512) 970-7364 |

Notes:

Included Insects



MOSQUITO

SEASONAL SERVICE MARCH - NOVEMBER



The effectiveness of the treatment should be apparent immediately. Allow product to dry before enjoying your yard. Keep pets up while technician administers treatment. You should expect a drastic reduction of mosquito activity around your home. If you are still experiencing a large amount of activity, call us!



You can help us keep the mosquitoes at bay by ensuring that all standing water has been removed from around your home! Mosquitoes lay their eggs in water where the larvae develop so it is important to empty containers, flower pots, pool covers, etc after a rainstorm or irrigation system activity. Water in bird baths and pet dishes should be changed regularly. Maintain your yard by keeping foliage and landscaping groomed.

MOSQUITO PROGRAM DESCRIPTION

The Mosquito Program includes a seasonal treatment for mosquitoes. Service is performed approximately every 3 weeks between April and October and is intended to be a mosquito suppression service. This service is guaranteed should the customer see a surge in mosquito population in between the regularly scheduled visits, please contact our office for immediate service. The Mosquito Program involves initial and subsequent treatments to achieve a reduction in the mosquito population around the covered premises. Justice Pest Services will render preventative treatments and warrant their service in between treatments as long as the customer's payments are current. Customer agrees to keep gutters maintained and free of debris. The customer will grant Justice Pest Services reasonable access to the premises for the purpose of rendering the service contracted for. The customer warrants full cooperation with Justice Pest Services during the term of this agreement and agrees to maintain the structure free from any factors contributing to infestation, such as standing water (other than swimming pools, fishponds, or landscaping ponds/pools), used tires, or any other man-made item or artifact that could conceivably retain water. NOTE: Mosquitoes are a disease vector. Justice Pest Services does not imply nor warrant that persons or animals at the covered premises will not be bitten by mosquitoes, and we strongly urge that precautions be taken by individuals to help reduce the opportunity for mosquitoes to bite. This agreement will renew annually when mosquito season begins and continue through the remainder of the season unless the company is notified by the customer.

Mosquito 21 Days Subscription

Mar '26

(S)375.00

Apr '26

2x(S)275.00ea

May '26

(S)275.00

Jun '26

2x(S)275.00ea

Jul '26

(S)275.00

Aug '26

2x(S)275.00ea
Sep '26

(S)275.00
Oct '26

2x(S)275.00ea
Nov '26

(S)275.00
Dec '26

Jan '27

Feb '27

Initial Service / Warranties

Initial Quote:

\$375.00

Initial Discount:

(\$0.00)

Sub Total:

\$375.00

Tax (8.25%):

\$30.94

Initial Total:

\$405.94

Recurring Services

Service Charge(monthly recurring):

\$275.00

Tax (8.25%):

\$22.69

Recurring Total:

\$297.69

Either party may cancel this transaction anytime. Customer may cancel by giving written notice of cancellation to Justice Pest Services. If for any reason, at any time, the contract is cancelled before its completion, and the initial service has been performed, customer agrees to pay the full initial service charge. Upon completion of this agreement treatments will continue at the same frequency until cancelled by the customer.

CUSTOMER OBLIGATION: This agreement will become effective upon full payment for the Initial Treatment for the above accepted service. Continuation of the agreement is subject to payment in full of the monthly payment amount. Monthly payments are due on the first of each month. Customers signing up for auto pay by putting a form of payment (credit card, debit card, or eCheck) on file to be drafted the first of each month. The agreement will automatically renew until

canceled by the customer. By signing this agreement, you opt-in to multiple forms of communication including but not limited to phone calls, text messaging and emails.

Billing Info

Sean Downing
4820 Rollingwood Dr
West Lake Hills, TX 78746

Payment Information

Sean Downing

I authorize Justice Pest Services to automatically bill my debit/credit card now for the full amount indicated above.

This agreement is for an initial period of 12 month(s).

Sign above

I have read and agree to the terms and conditions of this agreement including any additional terms and disclosures listed above. I confirm that my email address is entered correctly and agree to receive my agreement, additional disclosures, and future account notifications electronically. (Enter initials in box)

Clear

Sign Agreement

Powered by

A ServiceTitan Company
(<https://www.FieldRoutes.com>)

Justice Pest Services
PO BOX 340010
Lakeway, TX 78734
(512) 261-2465
<https://www.JusticePestServices.com>
(<https://www.JusticePestServices.com>)

October 21, 2025 Park Walk Through

Mary Elizabeth Cofer and Lindsay Saenz

New Items Identified:

Upper Park:

1. The Buckeye tree that is located near the entrance of the Upper Park needs to be trimmed back. PW will address this in the spring.
2. The path from the upper parking lot to City Hall needs to be cleaned up or restored. PW will address this in the spring.
3. The stairs that connect the upper parking lot to City Hall need to be looked at and replaced. PW will address this in the spring.
4. The water fountain appears to be disabled on the East side of the tee ball fields. The water fountain has been returned to service.
5. The gate by the water fountain is locked, and it is unclear as to why. Fieldhouse restroom was being serviced and returned to service.
6. The new rocks for seating in the upper playground are a potential safety hazard. ?

Lower Park:

1. The circular rock formation in front of City Hall needs to be cleaned up. There are smaller rocks that need to be moved. PW will address this in the fall. This area was cleaned up in the fall and will be cleaned up again in the spring.
2. Before entering the Pavilion, there is a dirt patch that needs some type of material to cover it (grass, rocks, etc.) PW will address this in the spring.
3. The dog on leash sign that is located next to the Pavilion is old and bent, which makes it hard to read. PW will address this in the spring. Sign has been ordered.



Update/Comments to Current Items



Previous Completed Items

August 12, 2025 Park Walk Through

Melissa Morrow

New Items Identified:

Upper park

1. Can you give us some history on the dumpster at the entrance to the park near the pool gate. Does it belong to the City or the Pool? As one of the first things you see on entering the park we would like to look at moving it to another location, let us know what the parameters are. If it needs to stay, let's make a plan to hide it better.

Staff confirmed that the dumpster belongs to Western Hills Little League as well as confirmed that it is on Park Land.

2. There are still several bleacher end caps that need replacement. Please send another note to WHLL about the need to get these fixed as we have had at least one injury as a result of these sharp edges. City staff will reach out to Western Hills Little League.

Lower Park

1. The fence around the outdoor storage area next to the lower park is falling apart. Can we get bids to replace it.

Action will be delayed due to discussions of a new City Hall. Otherwise, it can be resolved internally.

Public Works can work on this project if needed in the spring.

2. It appears an animal or child has been digging out under the large boulders in the lower park back field. Concern that one could roll onto a child playing. Public Works have taken care of this issue. Large Boulders were moved and filled with fresh dirt and small rocks; boulders were then moved back into place.
3. Irrigation pipe sticking up between the playground curb and the bench near the swirling slide. Public Works took care of the issue by moving the irrigation head so the tree can get sufficient water.
4. It looks like someone is regularly driving from the sidewalk through the back grass area and creating a rutted area in the middle of the grass. Can they vary their route so it does not ruin the grass? Public Works will vary routes when performing work.

Carry Over from Previous Walk Throughs:

1. Suggest adding a finished surface between the new lower pavilion steps and the sidewalk. A strip of artificial turf might work well there.

City staff will review this proposed improvement and carry it out as time and workload permit.



Update/Comments to Current Items



Previous Completed Items

January 21, 2025 Park Walk Through

Melissa Morrow and Mary Elizabeth Cofer

Carry Over from Previous Walk Throughs:

- 1. 1 Painting maintenance needed at lower park benches.**
Rotted wood has been replaced and painted on the picnic tables, the benches will be grinded and receive a fresh coat of paint in the spring.
- 2. Railroad ties at parking lot bordering field 2 are misaligned and several show extensive rot.**
Public Works will work on this the week of January 13, 2025.



Update/Comments to Current Items



Previous Completed Items

October 15, 2024 Park Walk Through

Mary Elizabeth Cofer and Diana Wallace

New Items Identified:

Upper Park

- 1. Ongoing Erosion Issues**
Pending capital project. No action from staff at this time.
- 2. Sprinkler system at Butterfly Garden needs work.**
Public Works worked on this item on November 8, 2024.

Lower Park

- 3. Lower Park Library needs waterproofing.**
Public Works repaired library.

Carry Over from Previous Walk Throughs:

- 4. Ongoing erosion west of field house.**
Received proposal for retaining wall. No action from staff.
- 5. Driveway area and parking needs work. Could this be redone with layer of road base, then covered with hard gravel? Parking could be delineated in the gravel with border stones set with about 1" above the surface of the gravel.**
Pending capital project. No action from staff.



Update/Comments to Current Items



Previous Completed Items

July 17, 2024 Park Walk Through

Don Hudson and Diana Wallace

New Items Identified:

Upper Park

- 1. Misaligned stones, west of field house, at water crossing paved with border stones.**
Pending further direction on trail maintenance and improvement from Park Commission.
- 2. QUESTION: How much effort is required of Izzy and staff to maintain trail? Is it a large amount of time?**
Public Works weed eats the trail weekly. As for any other maintenance, Public Works maintains the trail as needed, such as trail border alignment and refreshing decomposed granite. See item #2.
- 3. Multiple areas on trail between field house and cliff show granite surface washing over border stones, covering them up.**
Trail related – addressed in item #2.
- 4. Water crossing at north trail shows erosion, the outer run of border stones covered with DG**
Trail related – addressed in item #2.
- 5. Near northeast corner of trail, many loose border stones.**
Trail related – addressed in item #2.
- 6. Grass Burrs (aka “goatheads”) noticed along north portion of trail.**
Trail related – addressed in item #2.
- 7. Northeast corner water crossing needs work.**
Trail related – addressed in item #2.
- 8. What are loose border stones behind backstop at field 4 to be used for. It appears they may be staged there for erosion control behind backstop.**
It looks like the stones were being used for erosion control. Public Works re-stacked them, but I'm not sure when they were placed there.
- 9. QUESTION: Where is east border between WHAC Pool and Rollingwood park?**
Here is a link to the property on TCAD: <https://travis.prodigycad.com/property-detail/107303>. If you go to the map view you can turn on the aerial map and it shows the property outline. This should be accurate within about 2 feet.
- 10. Parts of border buried with decomposed granite at south trail along Rollingwood Drive at field 2**
Trail related – addressed in item #2.



Update/Comments to Current Items



Previous Completed Items

11. QUESTION: If City Council passes the proposed tree project, could we request donations for same from residents of Rollingwood?

Yes.

12. Loose border stones, trail head at parking lot near Gentry Dr.

Trail related – addressed in item #2.

13. Bermuda grass or other invasive grass showing up at trail head at parking near Gentry Dr

Grass area has been treated.

14. Cracked irrigation valve cover at entry to parking lot near Gentry.

Irrigation valve cover was replaced.

Lower Park

15. North of playscape, missing border stones, erosion

Trail related – addressed in item #2.

16. Some beautification needed at new slab, west side of Pavilion. Could be plants to soften appearance and soften sharp edges for walkers and others.

New plants and gravel will be added in spring.

17. Regarding large trees between City Hall and Pavilion; is it OK for mulch to contact base of tree. The amount and depth of mulch looks good at 1" to 1-1/2".

Public Works has addressed this.

18. COMMENT: The application of mulch in the beds at city hall looks GREAT!

No action from staff.

19. Nut Sedge and other unwelcome grasses are coming up in beds at city hall.

Public Works has added this to routine maintenance.

20. Misaligned border stones at path from city hall to parking near Gentry.

Trail related – addressed in item #2.

Carry Over from Previous Walk Throughs:

21. Erosion exists in many places along the walking trail. In some places it is more pronounced than others. In some places, it has washed out part of the trail. Trail border stones seriously misaligned along the trail near the field house.

Trail related – addressed in item #2. .



Update/Comments to Current Items



Previous Completed Items

22. Parts of the trail border missing east of the playscape. This could be intentional to allow mowing equipment access to lawn.

Trail related – addressed in item #2.

April 15, 2024 Park Walk Through

Laurie Mills and Chad Smith

New Items Identified:

1. Reinforce stairs from upper park parking lot to City Hall and trim landscape that is overgrown along stairs.
This has been completed.
2. Drainage in lower park just past the swing toward the back field.
Public Works has cancelled out some of the irrigation heads in the area, this will alleviate some of the water build up. We are looking into adding decomposed granite to stop.
3. Redistribute gravel along the back walking trail at lower park where there are holes and weed control along trail (upper and lower).
Public Works will keep addressing these issues as part of regular maintenance.

Carry Over from Previous Walk Throughs:

23. The drainage areas on the north and west sides of the lower park pavilion, including the area on the west side of the sidewalk.
Drainage assessment in progress from by Maas Verde Landscape.
24. Some tree pruning needed near the butterfly garden. Some trees are contacting plants in the garden.
Will be maintained as needed.



Update/Comments to Current Items



Previous Completed Items

January 16, 2024 Park Walk Through

Melissa Morrow & Mary Elizabeth Cofer

New Items Identified:

1. We should host a community garden clean-up before Spring plantings?

No action by staff at this time.

2. Remove tree debris from the garden bed on Rollingwood Drive

Completed and will be maintained as needed.

3. Upper playground mulch is low.

This has been completed.

4. Straighten stones along the granite trail just west of the upper playground.

This has been completed.

5. Bury wire between trail and restrooms just north of the upper playground.

This has been completed.

Carry Over from Previous Walk Throughs:

1. Hose reel at butterfly garden needs to be anchored to the tree or the ground. If not feasible, it should be replaced with a better solution.

This has been completed.

2. There is a large stand of a thorny shrubs, north side of park following the walking trail. These are slowly spreading via root suckers.

Completed and will maintain as needed.

3. A collection of debris behind the Community Garden could be cleaned out if not needed.

This has been completed.

4. Another bench, The Johnson Family Bench, needs a bolt and a washer to be added. The bolt has dug into the plastic.

This has been completed.

5. Mulch is mounded around a large tree between city hall and the Pavilion. Is this good for the tree? It is my understanding that excessive buildup can harm a tree.

This has been completed.



Update/Comments to Current Items



Previous Completed Items

November 14, 2023 Park Walk Through

Victoria Johnson & Don Hudson

New Items Identified:

UPPER PARK

1. Serious erosion between field house and trail. This has been under consideration for a while, though no work has begun See 4.b.
2. We discussed how a water collection system could mitigate the flow to the lower park. See 4.b.
3. Three or four areas at the top of the cliff show a path water has been flowing during heavy rain, causing erosion.

Requires larger drainage solution, which the City Council is contemplating. No action by staff.

Questions:

- a. Does a Topographical map of the park grounds exist that clearly shows the elevations?
Yes. Emailed to the Park Commission on 01/12/2024
- b. Would like update from City Council regarding item 1. erosion, and item 2. water collection system.

Council has requested proposal related to drainage near the field house. Staff will update the Park Commission once further action has been taken.

- c. Would like update from City Council regarding a full drainage study, and the hiring of a civil engineer.

Council has requested proposal for full drainage study. Staff will update the Park Commission once further action has been taken.

4. We observed several areas that could be used for memorial tree planting. Perhaps an area with a rock border that could accommodate four trees with a small concrete feature where minimal memorial plaques could be attached.

No action by staff at this time.

5. We also observed that the area bordering the parking lot and the trail at field 2 could become a row of trees, replacing the large boulders that are currently. Such trees could be use as memorials.

No action by staff at this time.



Update/Comments to Current Items



Previous Completed Items

6. Some rock borders, similar to the border that outlines the walking trails could be used to define parking spaces along the pool side of the parking on the drive to the back of the park.
No action by staff at this time.
7. We wondered who maintains the decomposed gravel corner area between the pool and the park at Rollingwood Drive.
WHAC.
8. One of the memorial benches near the field house needs a bolt to be replaced. Don Hudson will take care of this.
No action by staff at this time.
9. We considered how pavers could be used on both sides of the memorial benches already in the park. Perhaps creating a bed of black gravel surrounding the benches with as many as 8 pavers on each side.
No action by staff at this time.

LOWER PARK

10. A peculiar structure exists along the trail east of the Community Garden, consisting of a plastic box on a metal frame, with some ventilation at the top. The thing is about 10' tall by about 2' x 2'. What is it? This is a Chimney Swift Habitat constructed as an Eagle Scout Project.
Public Works investigated and noticed that there are 3-4 nests in the habitat and did not disturb the nests.
11. Mulch is mounded around a large tree between city hall and the Pavilion. Is this good for the tree? It is my understanding that excessive buildup can harm a tree. In progress.
Public Works will take back the mulch and allow the tree to breathe.



100-GENERAL FUND
PARK DEPARTMENT

DEPARTMENTAL EXPENDITURES

41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
PERSONNEL					
100-5-55-5000 SALARY	42,891.00	3,325.40	16,489.07	38.44	26,401.93
100-5-55-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-55-5006 OVERTIME/PLANNED OVERTIME	0.00	0.00	0.00	0.00	0.00
100-5-55-5007 STIPENDS/CERTIFICATIONS	1,300.00	100.24	415.88	31.99	884.12
100-5-55-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-55-5010 TRAINING	1,800.00	0.00	0.00	0.00	1,800.00
100-5-55-5020 HEALTH INSURANCE	3,840.00	317.78	4,112.02	107.08	(272.02)
100-5-55-5030 WORKERS COMP INSURANCE	751.00	0.00	751.36	100.05	(0.36)
100-5-55-5035 SOCIAL SECURITY/MEDICARE	3,381.00	262.07	1,293.24	38.25	2,087.76
100-5-55-5040 UNEMPLOYMENT COMP INSUR	47.00	4.83	22.88	48.68	24.12
100-5-55-5050 TX MUNICIPAL RETIREMENT SYS	6,275.00	486.44	2,393.37	38.14	3,881.63
100-5-55-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	60,285.00	4,496.76	25,477.82	42.26	34,807.18

SUPPLIES & OPERATION EXP

100-5-55-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-55-5103 PRINTING & REPRODUCTION	250.00	0.00	0.00	0.00	250.00
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	14,000.00	122.50	6,834.45	48.82	7,165.55
100-5-55-5140 TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-5-55-5145 UNIFORMS & ACCESSORIES	1,000.00	0.00	0.00	0.00	1,000.00
100-5-55-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-55-5158 OFFICE SUPPLIES	200.00	3.28	14.46	7.23	185.54
100-5-55-5159 CITY EVENT SUPPLIES	500.00	0.00	0.00	0.00	500.00
100-5-55-5164 EQUIPMENT MAINT & REPAIRS	1,500.00	0.00	0.00	0.00	1,500.00
100-5-55-5171 EQUIPMENT	3,000.00	0.00	0.00	0.00	3,000.00
100-5-55-5172 SAFETY EQUIPMENT	300.00	0.00	0.00	0.00	300.00
100-5-55-5190 MATERIALS	20,500.00	117.11	332.60	1.62	20,167.40
100-5-55-5191 MAINTENANCE	6,000.00	299.08	2,299.26	38.32	3,700.74
100-5-55-5195 VEHICLE OPERATIONS	3,000.00	224.43	675.43	22.51	2,324.57
100-5-55-5196 VEHICLE MAINT & REPAIRS	1,250.00	11.85	188.95	15.12	1,061.05
100-5-55-5198 FIELDHOUSE SUP & MAINT-JANITOR	9,000.00	420.00	2,100.00	23.33	6,900.00
TOTAL SUPPLIES & OPERATION EXP	60,500.00	1,198.25	12,445.15	20.57	48,054.85

CONTRACTUAL SERVICES

100-5-55-5255 VEHICLE INSURANCE	527.00	0.00	584.94	110.99	(57.94)
100-5-55-5270 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	527.00	0.00	584.94	110.99	(57.94)

MISCELLANEOUS OTHER EXP

100-5-55-5300 COMPUTER SOFTWARE & SUPPORT	1,000.00	115.74	320.00	32.00	680.00
100-5-55-5350 TOOLS/EQUIPMENT & REPAIR	1,000.00	233.04	1,185.23	118.52	(185.23)
TOTAL MISCELLANEOUS OTHER EXP	2,000.00	348.78	1,505.23	75.52	494.77

CITY OF ROLLINGWOOD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2026

100-GENERAL FUND
PARK DEPARTMENT

41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
CAPITAL OUTLAY					
100-5-55-5414 COMPUTERS	500.00	0.00	0.00	0.00	500.00
100-5-55-5455 IMPROV TO EXISTING PARK ASSETS	5,000.00	13,312.50	34,238.25	684.77 (29,238.25)
100-5-55-5456 PLANTS FOR PARK AND ENTRANCES	2,000.00	0.00	2,608.47	130.42 (608.47)
100-5-55-5490 PUBLIC WORKS LOAN PAYABLE	0.00	0.00	0.00	0.00	0.00
100-5-55-5493 LOAN INTEREST	0.00	0.00	0.00	0.00	0.00
100-5-55-5494 VEH FIN NOTE - DEBT SERVICE	2,445.00	0.00	0.00	0.00	2,445.00
100-5-55-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	9,945.00	13,312.50	36,846.72	370.50 (26,901.72)
OTHER NON-DEPARTMENTAL					
100-5-55-5512 PLAYGROUND MULCH & MAINT	8,000.00	0.00	0.00	0.00	8,000.00
100-5-55-5515 MAINTENANCE BUILDING	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER NON-DEPARTMENTAL	8,000.00	0.00	0.00	0.00	8,000.00

TOTAL PARK DEPARTMENT

141,257.00

19,356.29

76,859.86

54.41

64,397.14