



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

**Monday, April 03, 2023**

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 April 03, 2023 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=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

**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 [dadair@rollingwoodtx.gov](mailto:dadair@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 6, 2023 Park Commission meeting

### **REGULAR AGENDA**

3. Update from Western Hills Girls Softball and Western Hills Little League
- [4.](#) Discussion regarding the creation of a maintenance and repair document, detailing the various seasonal, etc., jobs that needed to be done to keep the park well maintained and looking its best
5. Discussion regarding the Fields 3, 4, and 5 rehabilitation project with private donations
6. Discussion and possible action to recommend to City Council to rejuvenate the fields at the Park, improve the walking trails, improve the S parking lot along Rollingwood Drive with pervious material and leave the N parking lot and Rollingwood Drive parking unchanged
7. Discussion on the possibility of requesting the use of RCDC funds to make capital expenditures for trail, drainage, and parking lot or other park improvements
8. Discussion regarding RCDC's Park Amenities and Promotion project

### **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.

- [9.](#) Park Financials through February 28, 2023

### **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](http://www.rollingwoodtx.gov) at **11:30 a.m.** on **March 31, 2023**

*Desiree Adair*

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 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.



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

**Monday, February 06, 2023**

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 February 6, 2023. 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 11:03 a.m.**

**Present Members:** Chair Chad Smith, Victoria Johnson, Mary Elizabeth Cofer, Don Hudson, Niccole Maurici, Laurie Mills, and Melissa Morrow

**Also Present:** City Administrator Ashley Wayman, Council Member Kevin Glasheen, City Secretary Desiree Adair, Public Works Superintendent Ismael Parra, and Assistant to the City Administrator Makayla Rodriguez

### **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 December 5, 2022 Park Commission meeting

**Chair Chad Smith moved to approve the minutes from December 5, 2022 meeting. Don Hudson seconded the motion. The motion carried with 7 in favor and 0 against.**

### **REGULAR AGENDA**

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

**Melissa Morrow moved to keep Chad Smith as Park Commission Chair. Laurie Mills seconded the motion. The motion carried with 7 in favor and 0 against.**

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

Steve Franke discussed that Western Hills are behind schedule due to the weather conditions, but they will begin practicing soon. He also mentioned that Western Hills will finalize the practice schedule and notify the Park Commission. He also discussed field upkeep and his understanding of what Western Hills and the City will maintain.

Council Member Kevin Glasheen spoke about the lease agreement, current field conditions, and future park improvements.

The Park Commission and Kevin Glasheen also discussed field signage.

5. Discussion and possible action on a review of adult fitness rates since the rate change

City Administrator Ashley Wayman refreshed the Park Commission on the 3-month review for the adult fitness rate change and how the Park Commission will be able to discuss and give feedback to City Council.

Niccole Mauricci presented how past and current adult fitness vendors would be affected by the rate change based on their hours at the park, number of attendees, and field or non-field use. She mentioned that youth fitness vendors are excluded from the tiered pay structure altogether. She also discussed that the rate should be equitable and inclusive to all of the diverse current and potential future vendors.

Melissa Morrow mentioned that all the fitness groups differ from each other. She stated the park is geared more towards children and wants to ensure the park is inviting for all ages and groups. Melissa Morrow also discussed staff resources for scheduling and pay models.

The Park Commission discussed different rental rates, feedback from past vendors on lower rates, clarifying how much would be appropriate to charge, and comparing what other city parks charge for fitness classes.

**Laurie Mills moved to change the park rental rate \$15 per hour for non-field usage. The motioned failed for lack of second.**

Park Commission continued to discuss an appropriate hourly rate for park vendors.

**Laurie Mills moved to change the park rental rate to \$15 per hour for up to 20 participants, non-field usage for adult or youth group activities. Niccole Mauricci seconded the motion.**

**Melissa Morrow amended the motion to charge \$10 per hour for non-field usage for adult and youth fitness activities with a limit of 20 participants. Niccole Mauricci seconded the motion. The amendment carried with 6 in favor and 1 against.**

**The amended motion carried with 6 in favor and 1 against.**

Niccole Mauricci mentioned the size of the upper park fields and what is currently being charged to rent them.

**Niccole Mauricci moved to change the rental rate for fields 3, 4, and 5 to \$50 per hour with a maximum of 50 people. Laurie Mills seconded the motion.**

The Park Commission discussed the participant maximum for the fields.

**The motioned carried with 7 in favor and 0 against.**

**Chad Smith moved to take the last two items off the agenda and put them on the top of next month's meeting. The motioned failed for lack of second.**

6. Discussion regarding the creation of a maintenance and repair document, detailing the various seasonal, etc., jobs that needed to be done to keep the park well maintained and looking its best

**Don Hudson tabled this item until the next Park Commission meeting.**

7. Discussion and possible action on improvement of the butterfly garden

Mary Elizabeth Cofer and Don Hudson discussed receiving a donation from the Rollingwood Women's Club to improve the butterfly garden.

## **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.

8. Park Financials through December 31, 2022

## **ADJOURNMENT OF MEETING**

**Chair Chad Smith adjourned the meeting at 1:07 p.m.**

Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Chad Smith, Chair

ATTEST:

\_\_\_\_\_  
Desiree Adair, City Secretary

## AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: January 11, 2023

**Submitted By:**

Don Hudson

**Agenda Item:**

Discussion regarding the creation of a maintenance and repair document, detailing the various seasonal, etc., jobs that needed to be done to keep the park well maintained and looking its best. A well documented set of notes and a map would enable maintenance people to become familiar with the needs of the park more quickly. A map with preliminary notes has been created, based on a 2 hour walk through with Vicki before she left. Such a document would require input from Public Works, Park Commission members, and possibly the citizens of Rollingwood.

**Details:**

- A preliminary map with notes has been created and copies sent to commission members.
- A group consisting of some or all of the park commission members and somebody from Public works would need to schedule a thorough walk through the park and add or remove items from the preliminary map.
- The list of maintenance items would reflect their location, nature of the work required, scheduling and priority
- The list would be reviewed by the full Park Commission, and if approved, the map would be updated
- Don Hudson would manage the creation of the documentation

**Actions:**

- Input needed regarding formatting the document
- Park Commission decides if this is a good idea
- Create subcommittee, invite Public Works
- Schedule walk through and review of the needs of the park

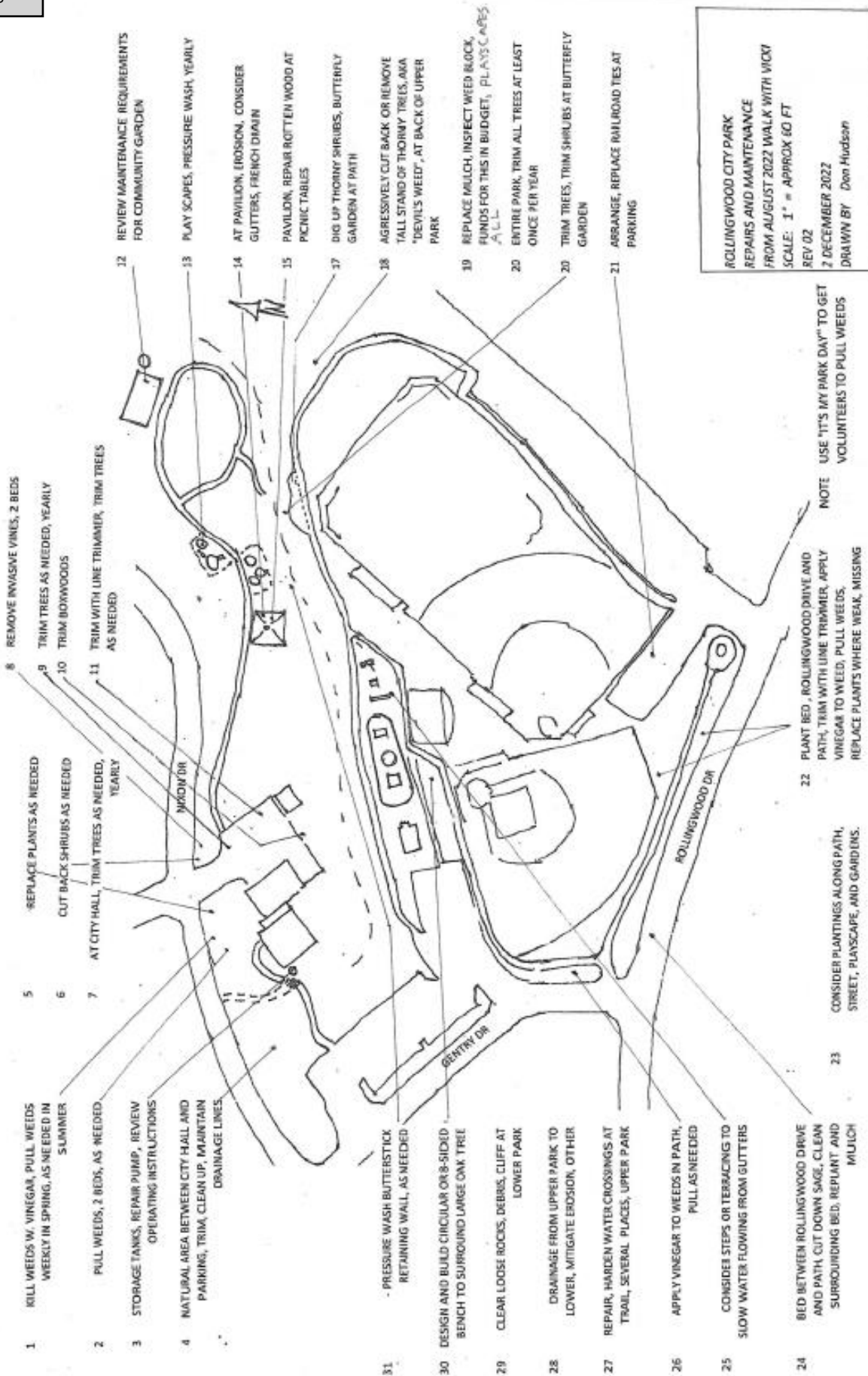
**Fiscal Impacts**

- Working to a clear set of expectations should streamline the maintenance and repairs in the park.
- Would enable new employees and contractors to quickly learn the job

**Attachments:**

Preliminary map shown on following page





| Task Description                        | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Times per day | Times Per Week | Times Per Month | Times per year | As Needed |
|-----------------------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|---------------|----------------|-----------------|----------------|-----------|
| <b>Inspections:</b>                     |     |     |       |       |     |      |      |     |      |     |     |     |               |                |                 |                |           |
| Park Site Inspection                    | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Restroom Inspection                     | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   | 1             |                |                 |                | x         |
| Irrigation Inspection                   | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                |           |
| Tree Trimming Inspection                | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Pavillion Inspection                    | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Dellana Park Inspection                 | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Parking lot inspection                  | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| <b>General maintenance:</b>             |     |     |       |       |     |      |      |     |      |     |     |     |               |                |                 |                |           |
| Litter Removal (hand)                   | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   | 1             |                |                 |                |           |
| Empty Trash Receptacles                 | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   | 1             | 2              |                 |                |           |
| Maintain Dog Pots                       | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   | 1             | 3              |                 |                |           |
| Graffiti Removal/Vandalism Repair       | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Hardscape Maintenance                   | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                | x         |
| Walkway sweeping/cleaning               | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 1               |                | x         |
| Granite Trail Inspection                | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Picnic Table & Bench Maintenance        | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 1               |                | x         |
| Drinking Fountain Maintenance           | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   | 1             |                |                 |                | x         |
| Field House Structure Maintenance       | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 1              | x         |
| Power Wash                              | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 2              | x         |
| Clean Signs                             | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 1              | x         |
| Complete work orders                    | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Inventory / Supply order requests       | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Repaint Fencing                         | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 1              | x         |
| Power Equipment maintenance             | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 1               |                |           |
| Organize outdoor storage (behind fence) | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Organize Garage Storage                 | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| <b>Horticulture Maintenance:</b>        |     |     |       |       |     |      |      |     |      |     |     |     |               |                |                 |                |           |
| Mow grass                               | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 2               |                |           |
| Edge Sidewalks                          | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 2               |                |           |
| Pull weeds                              | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               | 1              |                 |                |           |
| Cultivate beds                          | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 4              |           |
| Mulch                                   |     |     | x     |       |     | x    |      |     |      | x   |     |     |               |                |                 | 3              |           |
| Cut back shrubs                         | x   |     |       |       |     |      |      |     |      |     | x   | x   |               | 1              |                 |                | x         |
| Plant new plants                        | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Plant new trees                         |     |     |       |       |     |      |      |     |      |     |     |     |               |                |                 |                | x         |
| <b>Playground Maintenance:</b>          |     |     |       |       |     |      |      |     |      |     |     |     |               |                |                 |                |           |
| Rock Wall                               | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | x         |
| Add Fall Zone Material                  | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 1              |           |
| Safety Inspections                      | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                | 1               |                |           |
| Repairs                                 | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                | 1         |
| Sanitize/Powerwash Equipment            | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 | 2              |           |
|                                         | x   | x   | x     | x     | x   | x    | x    | x   | x    | x   | x   | x   |               |                |                 |                |           |

| Comments                                                                      |
|-------------------------------------------------------------------------------|
|                                                                               |
| Unlock and lock restrooms/ Restock as needed                                  |
|                                                                               |
| Work with arborist to get schedule                                            |
| Electrical outlets, fans                                                      |
|                                                                               |
| painting                                                                      |
|                                                                               |
| Walk site and hand remove                                                     |
| Monday, Friday and as needed                                                  |
| Replace bags, Remove bagged feces                                             |
| Removed within 48 hours                                                       |
|                                                                               |
| When leaves are falling , after rain events                                   |
| Walk and ensure no hazards; rain events check for erosion                     |
|                                                                               |
| Repair when needed                                                            |
| Annual Evaluation/Repair as damaged                                           |
|                                                                               |
|                                                                               |
| When generated                                                                |
| Signs and special inventory ordered when requested                            |
| Inspect monthly/Annual paint or as needed (includes fenced city storage area) |
|                                                                               |
|                                                                               |
| Pavillion, sidewalks, bathrooms                                               |
|                                                                               |
| Cleanscapes contracted                                                        |
| Cleanscapes contracted                                                        |
| Cleanscapes contracted                                                        |
| Cleanscapes contracted                                                        |
| Coordinate with It's My Park Day Events                                       |
| Cleanscapes contracted                                                        |
| Cleanscapes contracted                                                        |
| **Need to coordinate with Master Plan final design**                          |
|                                                                               |
| After rain events,                                                            |
| When level falls below 6' @ ledge                                             |
|                                                                               |
| When needed                                                                   |
|                                                                               |

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: FEBRUARY 28TH, 2023

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9.

100-GENERAL FUND

PARK DEPARTMENT

41.67% OF FISCAL YEAR

|                                              | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | % OF<br>BUDGET | BUDGET<br>BALANCE |
|----------------------------------------------|-------------------|-------------------|------------------------|----------------|-------------------|
| <b>DEPARTMENTAL EXPENDITURES</b>             |                   |                   |                        |                |                   |
| <b>PERSONNEL</b>                             |                   |                   |                        |                |                   |
| 100-5-55-5000 SALARY                         | 36,930.00         | 1,716.01          | 8,553.80               | 23.16          | 28,376.20         |
| 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                       | 3,000.00          | 0.00              | 0.00                   | 0.00           | 3,000.00          |
| 100-5-55-5020 HEALTH INSURANCE               | 4,853.00          | 127.02            | 631.41                 | 13.01          | 4,221.59          |
| 100-5-55-5030 WORKERS COMP INSURANCE         | 1,020.00          | 0.00              | 978.94                 | 95.97          | 41.06             |
| 100-5-55-5035 SOCIAL SECURITY/MEDICARE       | 2,825.00          | 131.27            | 654.00                 | 23.15          | 2,171.00          |
| 100-5-55-5040 UNEMPLOYMENT COMP INSUR        | 45.00             | 0.00              | 0.00                   | 0.00           | 45.00             |
| 100-5-55-5050 TX MUNICIPAL RETIREMENT SYS    | 4,432.00          | 211.76            | 1,036.16               | 23.38          | 3,395.84          |
| 100-5-55-5060 STORM RELATED PAYROLL          | 0.00              | 0.00              | 0.00                   | 0.00           | 0.00              |
| TOTAL PERSONNEL                              | 53,105.00         | 2,186.06          | 11,854.31              | 22.32          | 41,250.69         |
| <b>SUPPLIES &amp; OPERATION EXP</b>          |                   |                   |                        |                |                   |
| 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              | 0.00                   | 0.00           | 500.00            |
| 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                      | 2,500.00          | 94.90             | 331.17                 | 13.25          | 2,168.83          |
| 100-5-55-5140 TELEPHONE                      | 0.00              | 0.00              | 8.20                   | 0.00           | ( 8.20)           |
| 100-5-55-5157 RECORDS MANAGEMENT             | 0.00              | 0.00              | 0.00                   | 0.00           | 0.00              |
| 100-5-55-5158 OFFICE SUPPLIES                | 250.00            | 16.56             | 31.08                  | 12.43          | 218.92            |
| 100-5-55-5164 EQUIPMENT MAINT & REPAIRS      | 3,000.00          | 111.65            | 111.65                 | 3.72           | 2,888.35          |
| 100-5-55-5171 EQUIPMENT                      | 8,000.00          | 0.00              | 9,950.37               | 124.38         | ( 1,950.37)       |
| 100-5-55-5190 MATERIALS                      | 6,500.00          | 0.00              | 380.82                 | 5.86           | 6,119.18          |
| 100-5-55-5191 MAINTENANCE                    | 8,000.00          | 0.00              | 3,441.50               | 43.02          | 4,558.50          |
| 100-5-55-5195 VEHICLE OPERATIONS             | 2,000.00          | 0.00              | 0.00                   | 0.00           | 2,000.00          |
| 100-5-55-5196 VEHICLE MAINT & REPAIRS        | 1,000.00          | 0.00              | 0.00                   | 0.00           | 1,000.00          |
| 100-5-55-5198 FIELDHOUSE SUP & MAINT-JANITOR | 9,000.00          | 420.00            | 2,060.00               | 22.89          | 6,940.00          |
| TOTAL SUPPLIES & OPERATION EXP               | 40,750.00         | 643.11            | 16,314.79              | 40.04          | 24,435.21         |
| <b>CONTRACTUAL SERVICES</b>                  |                   |                   |                        |                |                   |
| 100-5-55-5255 VEHICLE INSURANCE              | 600.00            | 0.00              | 0.00                   | 0.00           | 600.00            |
| TOTAL CONTRACTUAL SERVICES                   | 600.00            | 0.00              | 0.00                   | 0.00           | 600.00            |
| <b>MISCELLANEOUS OTHER EXP</b>               |                   |                   |                        |                |                   |
| 100-5-55-5300 COMPUTER SOFTWARE & SUPPORT    | 500.00            | 0.96              | 3.40                   | 0.68           | 496.60            |
| 100-5-55-5350 TOOLS/EQUIPMENT & REPAIR       | 1,000.00          | 92.96             | 92.96                  | 9.30           | 907.04            |
| TOTAL MISCELLANEOUS OTHER EXP                | 1,500.00          | 93.92             | 96.36                  | 6.42           | 1,403.64          |
| <b>CAPITAL OUTLAY</b>                        |                   |                   |                        |                |                   |
| 100-5-55-5455 IMPROV TO EXISTING PARK ASSETS | 5,000.00          | 0.00              | 1,850.00               | 37.00          | 3,150.00          |
| 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       | 2,700.00          | 0.00              | 3,217.45               | 119.16         | ( 517.45)         |
| TOTAL CAPITAL OUTLAY                         | 8,485.00          | 0.00              | 5,067.45               | 59.72          | 3,417.55          |

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

100-GENERAL FUND

PARK DEPARTMENT

41.67% OF FISCAL YEAR

| DEPARTMENTAL EXPENDITURES              | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | % OF<br>BUDGET | BUDGET<br>BALANCE |
|----------------------------------------|-------------------|-------------------|------------------------|----------------|-------------------|
| <hr/>                                  |                   |                   |                        |                |                   |
| OTHER NON-DEPARTMENTAL                 |                   |                   |                        |                |                   |
| 100-5-55-5512 PLAYGROUND MULCH & MAINT | 8,000.00          | 0.00              | 6,800.00               | 85.00          | 1,200.00          |
| 100-5-55-5515 MAINTENANCE BUILDING     | <u>0.00</u>       | <u>0.00</u>       | <u>94.95</u>           | <u>0.00</u>    | ( <u>94.95</u> )  |
| TOTAL OTHER NON-DEPARTMENTAL           | 8,000.00          | 0.00              | 6,894.95               | 86.19          | 1,105.05          |
| <hr/>                                  |                   |                   |                        |                |                   |
| TOTAL PARK DEPARTMENT                  | 112,440.00        | 2,923.09          | 40,227.86              | 35.78          | 72,212.14         |