



**CITY OF ROLLINGWOOD
ROLLINGWOOD PARK DESIGN GROUP MEETING
AGENDA**

Friday, May 01, 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 May 01, 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=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 citysecretary@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 ROLLINGWOOD PARK DESIGN GROUP 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.

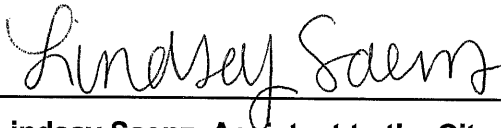
REGULAR AGENDA

2. Discussion and possible action on design options, projected costs, and next steps for the Rollingwood Park parking lot, entrance design, and a separate off-leash area

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 5:00 p.m. on April 27, 2026.**



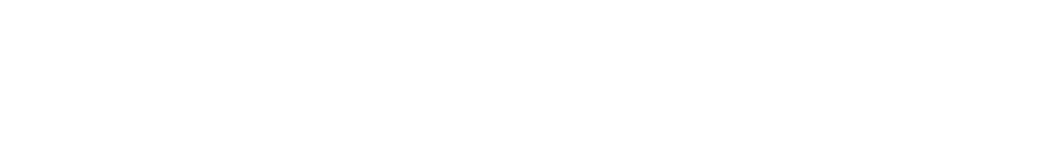
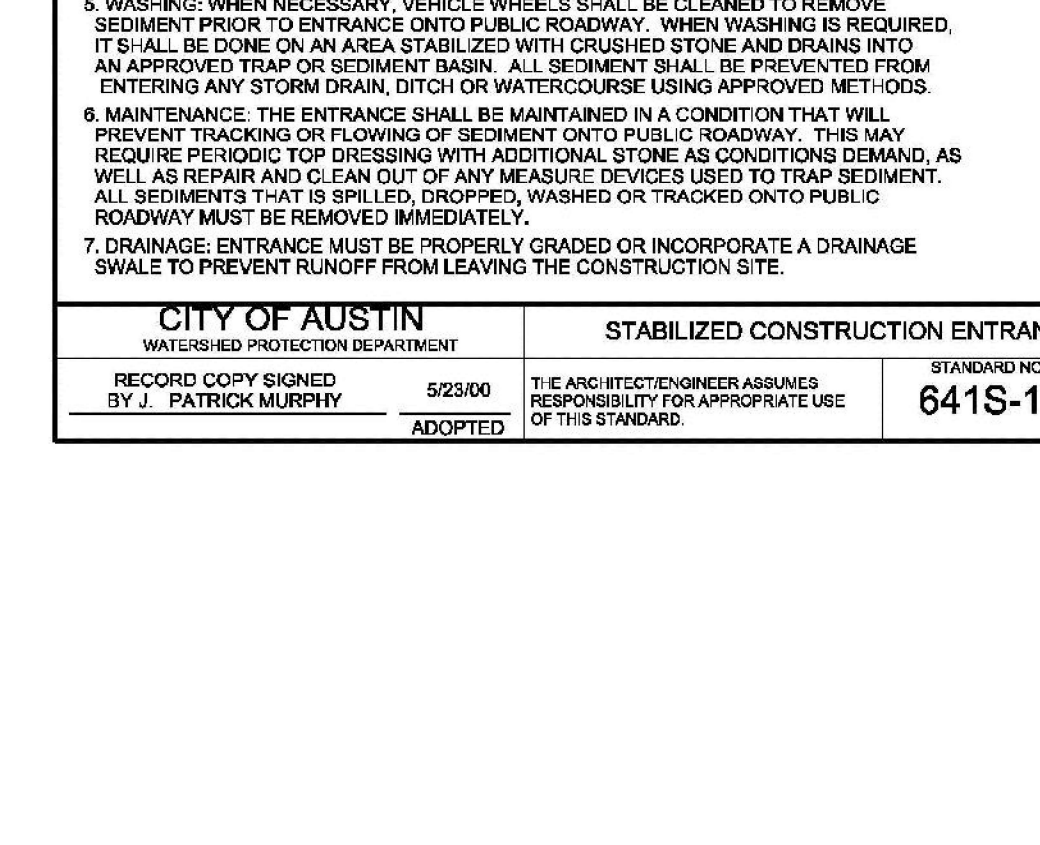
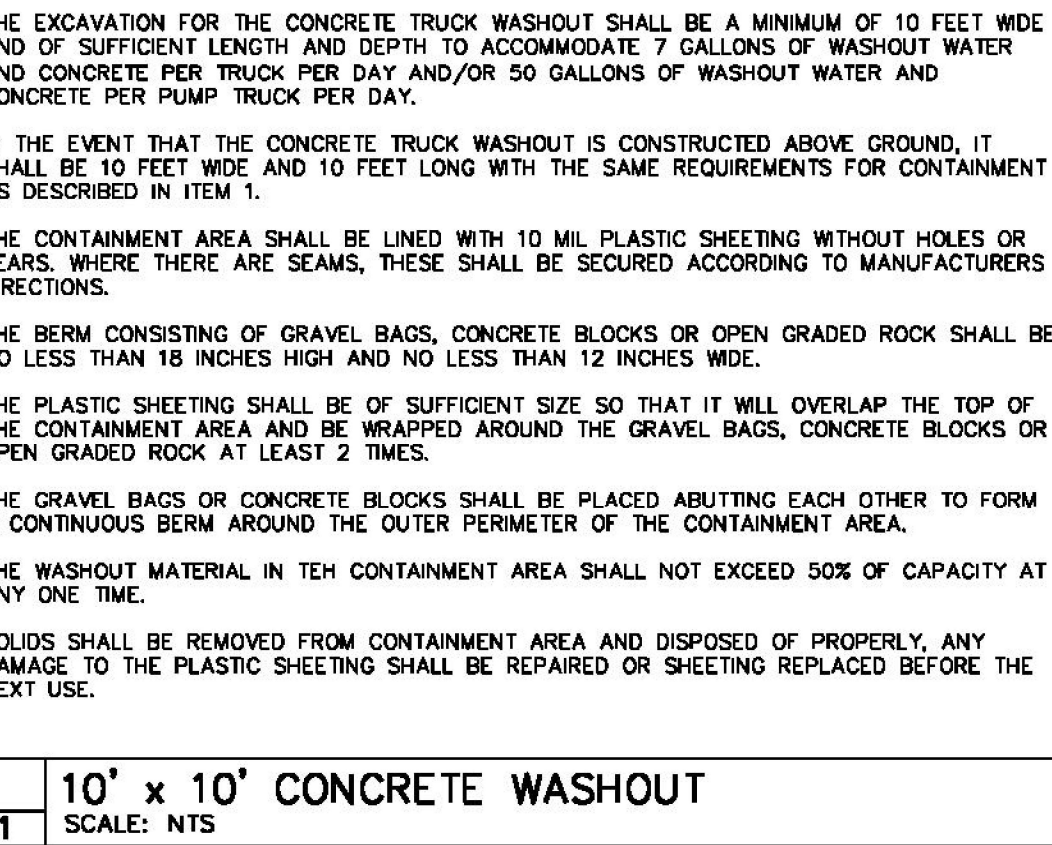
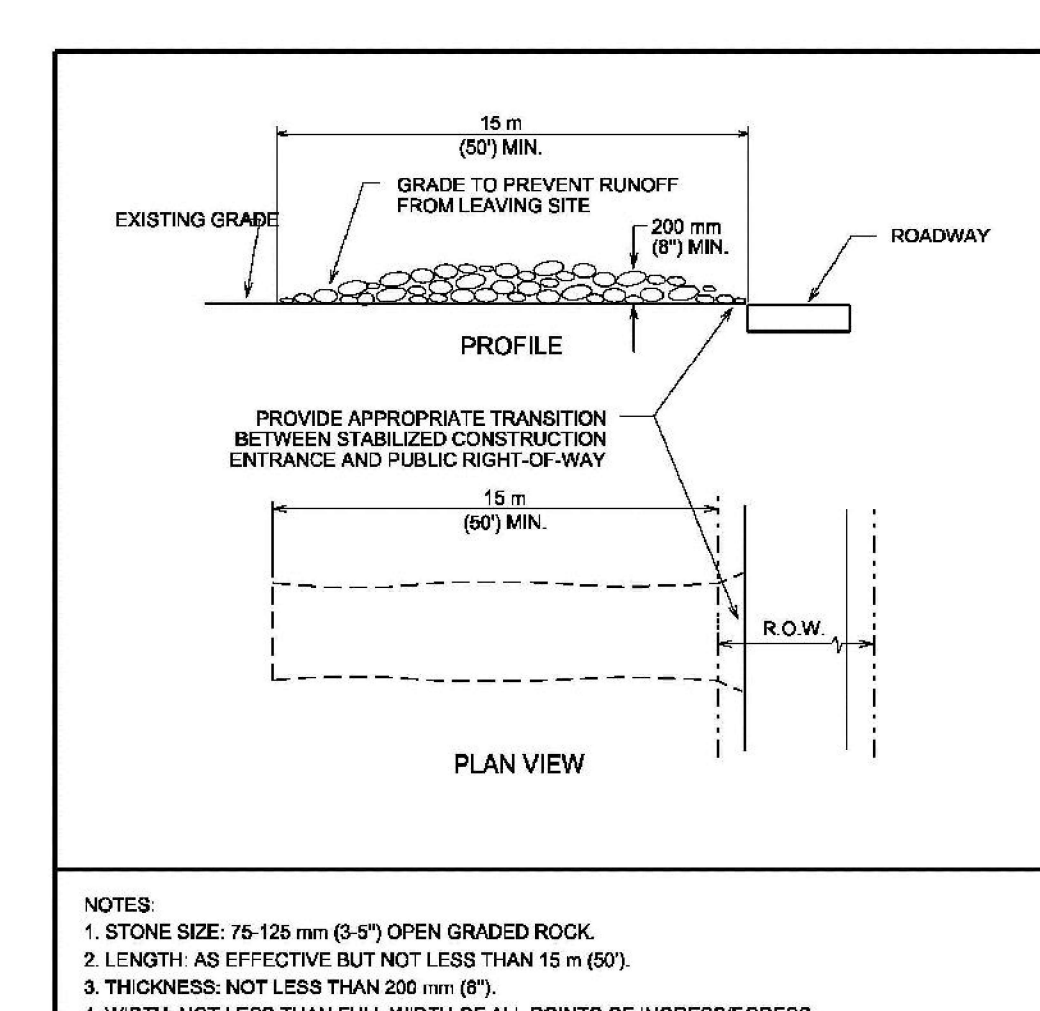
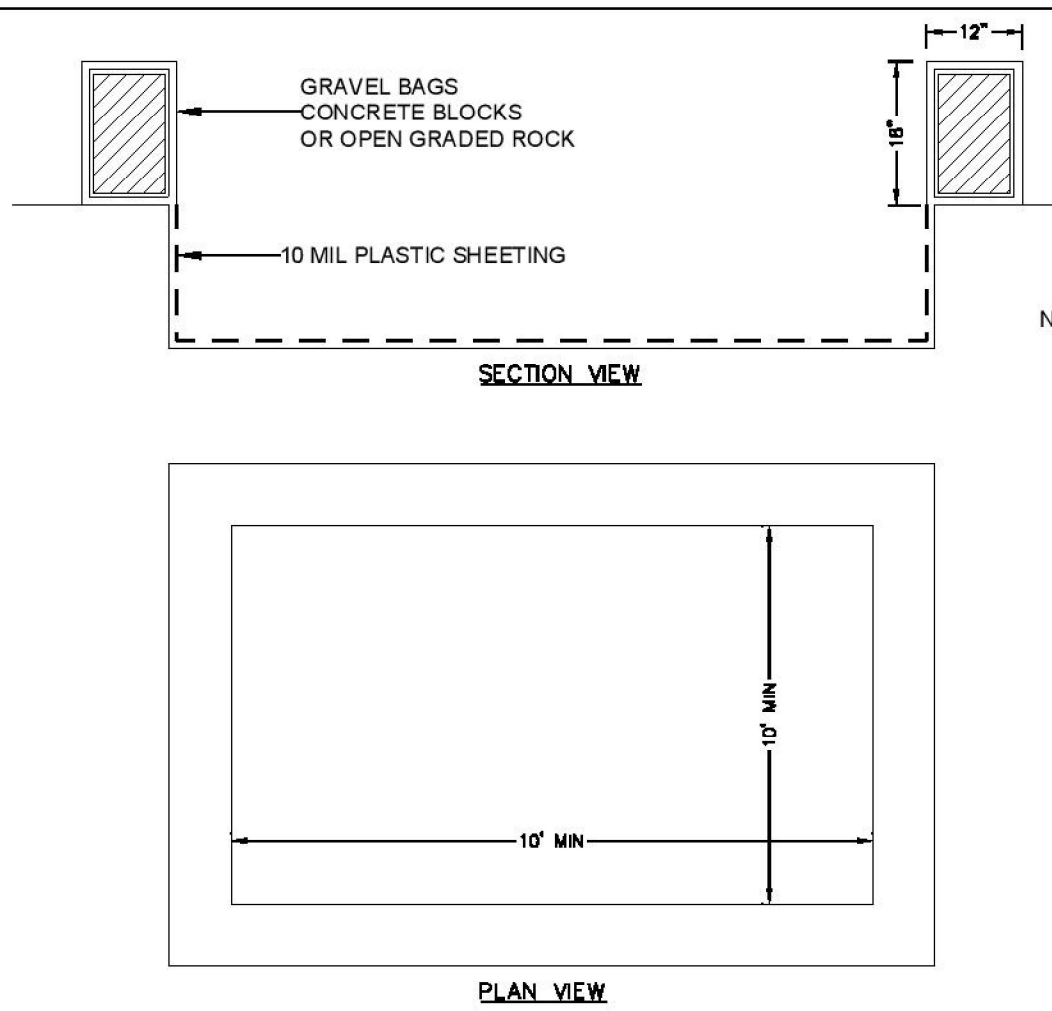
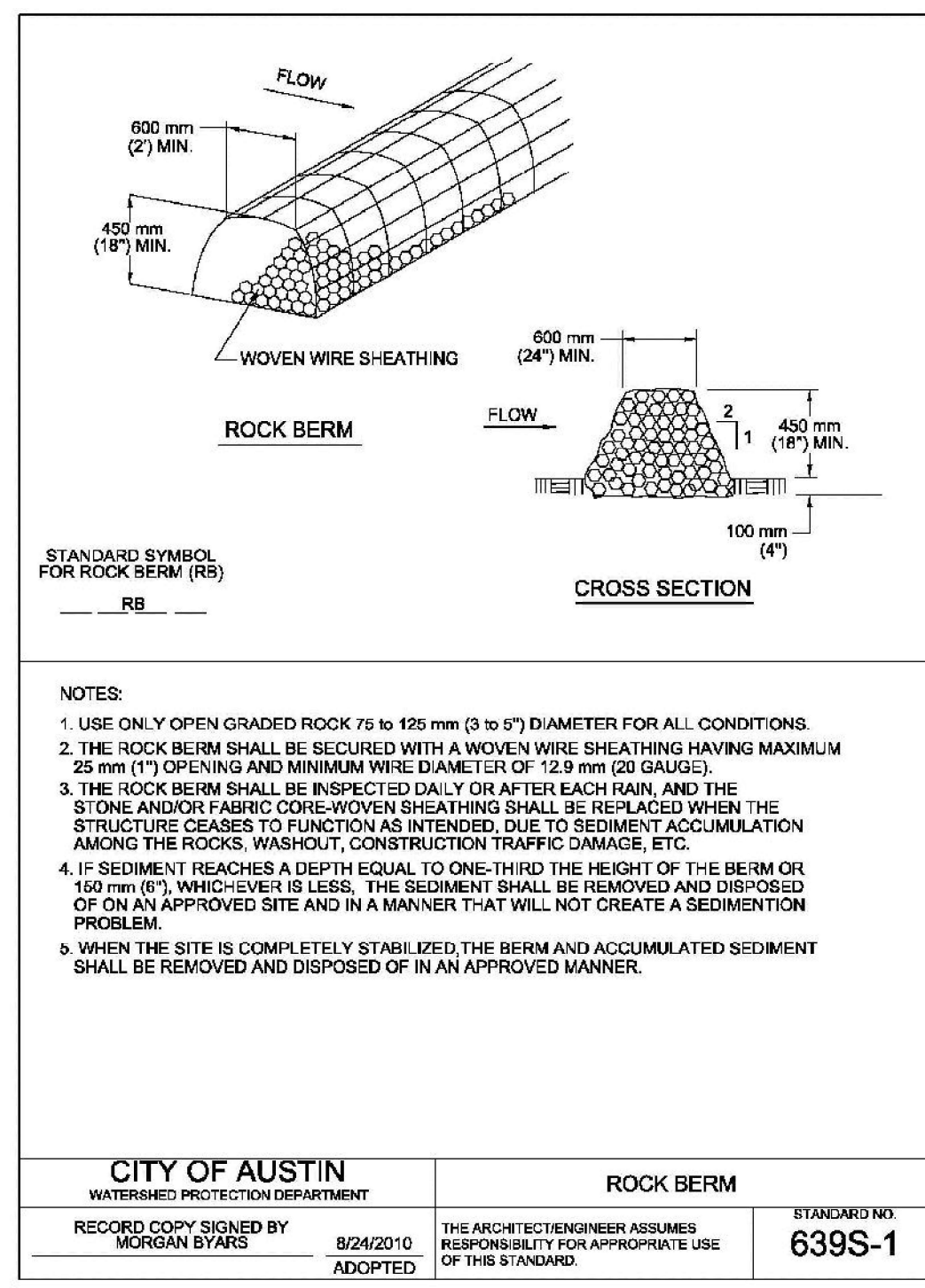
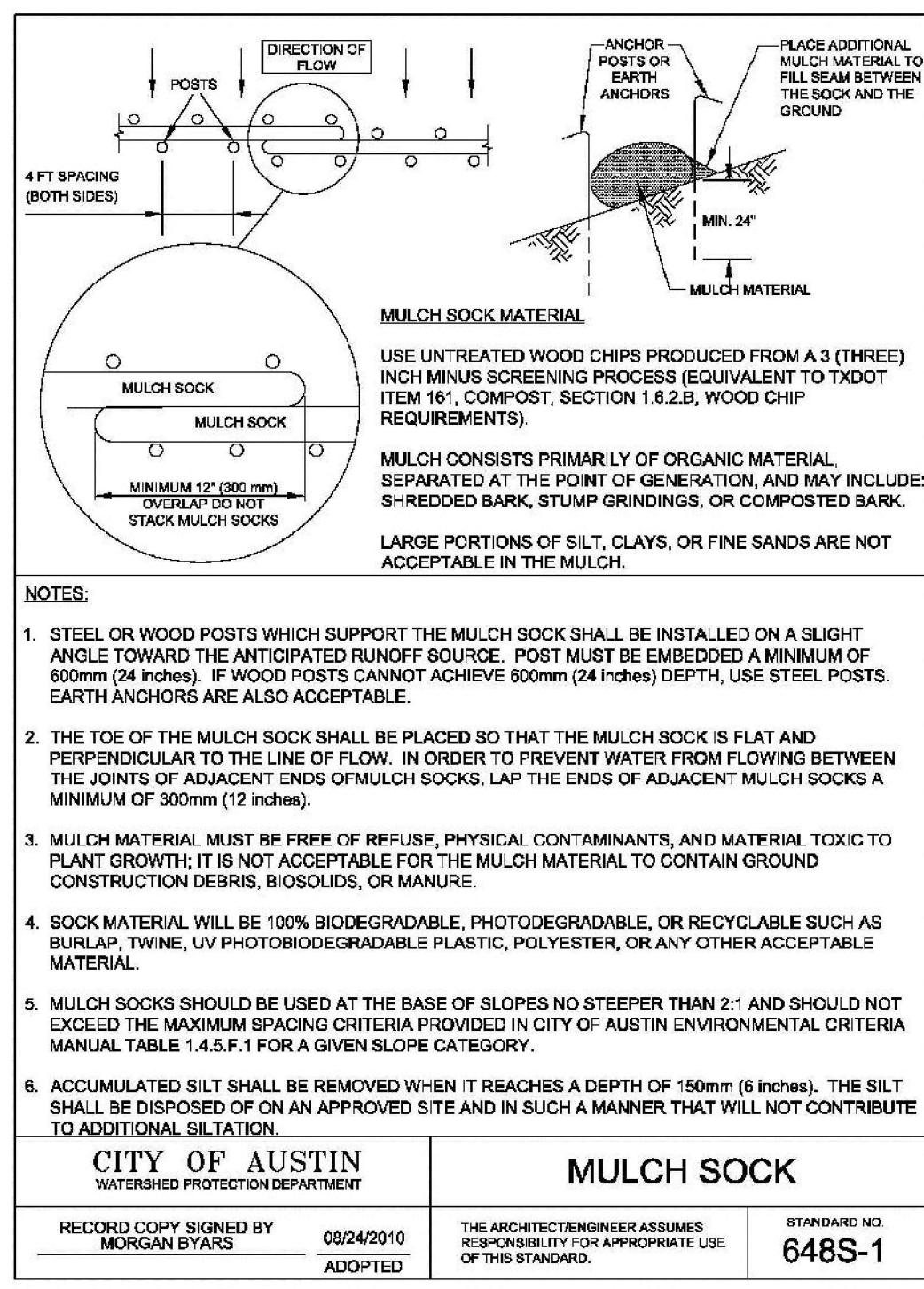
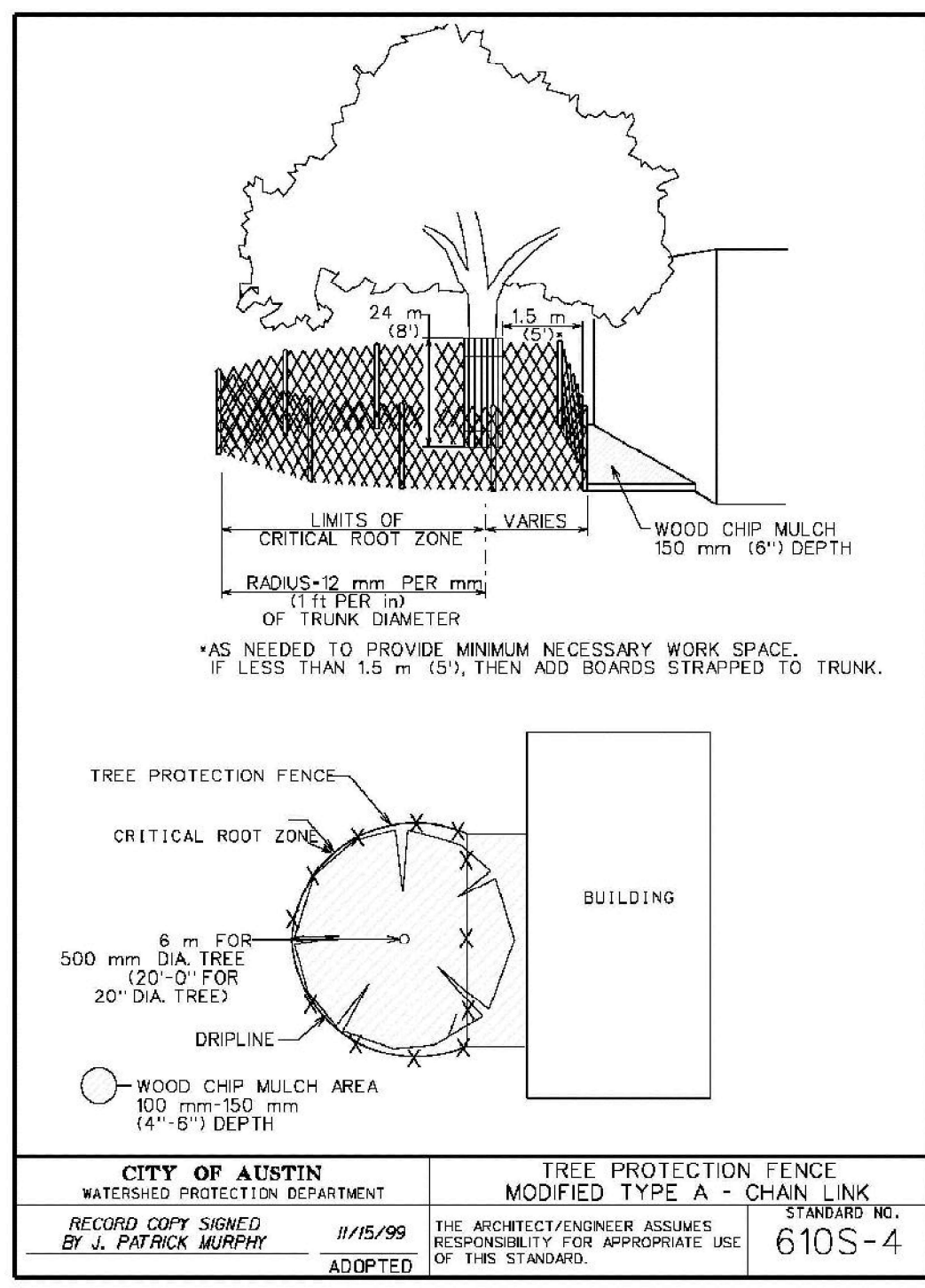
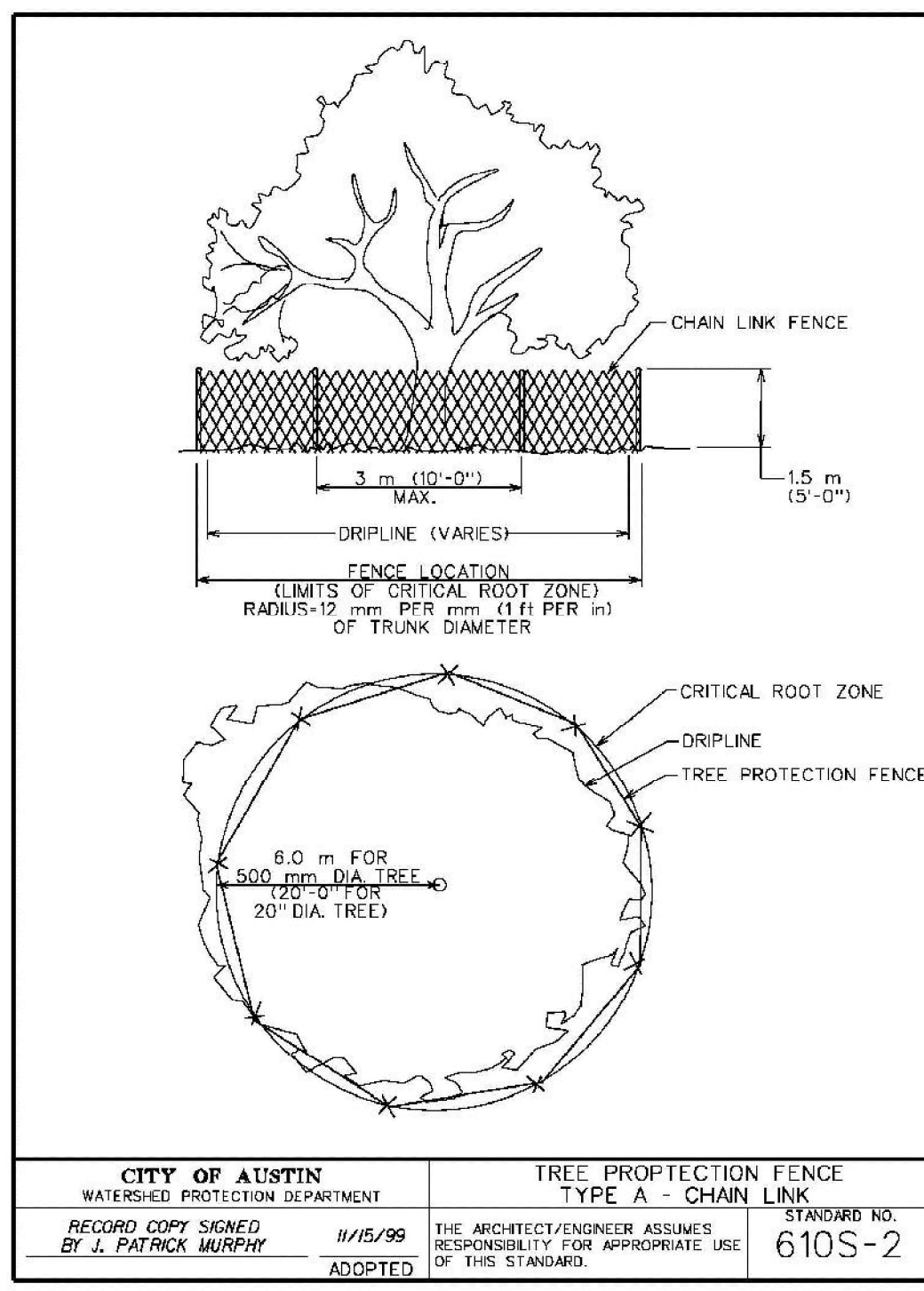
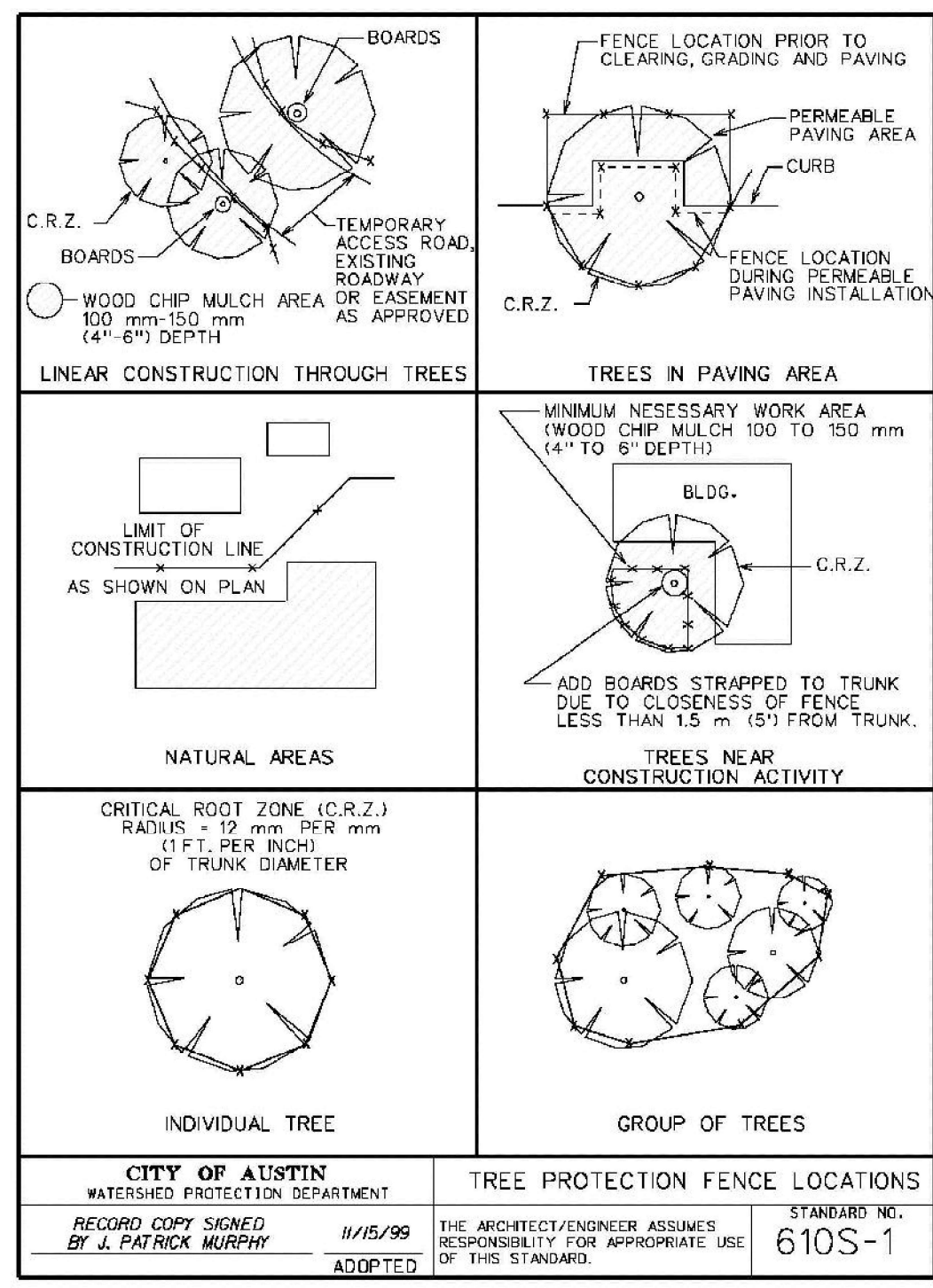
Lindsay Saenz, Assistant to the City Administrator

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.



General Notes:

- The Contractor will notify the owner's representative forty-eight hours in advance of beginning any construction in the Right of Way or easements.
- Contractor shall provide a "One Call" Center confirmation number before beginning any excavation per "One Call" phone number: 811.
- The information shown on these drawings indicating type and location of surface, subsurface, and aerial utilities is not guaranteed to be exact or complete. The Contractor is responsible for determining the exact type and location of all utilities affected by the construction in order to avoid damaging those utilities.
- The Contractor shall coordinate with other contractors and utilities in the vicinity of this project. This includes, but is not limited to, gas, water, wastewater, electric, telephone, cable television, petroleum pipelines, fiber optic, street, drainage, and any other work occurring in or near the project site. Once the Contractor becomes aware of a possible conflict, it is the Contractor's responsibility to notify the owner's representative immediately, but no later than 24 hours after discovery.
- Should the Contractor damage a utility during the course of the work, the Contractor shall immediately arrange for repair and restoration of the damaged utility. The expense for these repairs will be the Contractor's sole expense.
- All existing structures, facilities, and utilities damaged by construction shall be removed and restored with materials equal to or better than the original and to conditions equal to or better than the original. Unless otherwise noted in the plans, this will not be measured and paid for directly, but shall be at the Contractor's sole expense.
- Slopes of roadway cuts and embankments damaged by any operation of the Contractor during the execution of this project shall be repaired and restored to the original pre-construction condition. Backfill and fill placed during retaining grading shall be compacted to at least 95% compaction and to the satisfaction of the Landscape Architect and governing authorities.
- The site is located in the Edwards Aquifer recharge zone.

- The Contractor shall notify all residents within the construction area 48 hours prior to beginning construction of the project via door flyers. The flyer is to consist of, but not limited to:
 - Construction start date and estimated completion date.
 - Description of construction.
 - Time frame the roadway will be without water if temporary shutdowns are required, provided 48 hours in advance of work.
 - Contractor's contact information.
 - City's contact information.
- The Contractor shall be responsible for acquiring any necessary off-site locations for storage of all equipment and materials required for the construction of the project.
- The Contractor shall be responsible for removal of all waste materials during construction and upon completion. This work will be done in a timely manner as approved by the Landscape Architect. Backfill and fill placed during retaining grading shall be compacted to at least 95% compaction and to the satisfaction of the Landscape Architect and governing authorities.
- City's contact information.

- The Contractor shall be responsible for acquiring any necessary off-site locations for storage of all equipment and materials required for the construction of the project.
- The Contractor shall obtain approval from the city to remove trees not identified for removal on the plans.
- Contractor is responsible for expenses due to negligence.
- Contractor shall obtain approval from the city to remove trees not identified for removal on the plans.
- No construction storage or staging shall occur within the FEMA Floodplain.

Scheduling:

- Contractor to provide Landscape Architect with an updated schedule weekly. If no changes are made to the schedule from the last submit, the Contractor is to notify the Landscape Architect of no changes.
- The Contractor shall submit a detailed schedule of construction which complies with the following sequence:
 - Set up temporary erosion and sedimentation controls immediately prior to construction.
 - Set up temporary traffic control areas.
 - Install utilities, structures, and perform grading as indicated on construction plans.
 - Repair curb and gutter, sidewalk, curb ramps and other features as noted.
 - Commence restoration and revegetation immediately upon completion of each phase of the project.

Utilities:

- At least 48 hours before beginning any construction in public R.O.W. or public easement, the contractor shall notify public utility.
- The contractor shall contact the Rollinwood area "One Call" system at 1-800-344-8377 for existing utility locations prior to any excavation in advance of construction. Use of the area within the construction limits for these purposes will be restricted to those locations where driver site distance to businesses and side street intersections is not obstructed and at other locations where an upright signage assembly as determined by the owner's representative will not be required.
- Fences, gates, ground surfaces, curbs, driveways, mailboxes, etc. shall be left in a condition equal to or better than original.
- The Contractor shall uncover and verify the depth and horizontal location of all existing water, wastewater, and gas mains altered or subject to damage or inconvenience by this project prior to beginning construction. No separate pay item.
- Fences, gates, ground surfaces, curbs, driveways, mailboxes, etc. shall be left in a condition equal to or better than original.
- The Contractor shall furnish, install, and maintain barricades, warning signs, flashers and other devices of the type and size as described in the latest edition of the "Texas Manual of Uniform Traffic Control Devices".
- Landscape areas shall be left undisturbed as much as possible during construction. All areas that have been disturbed during construction shall be reseeded, revegetated, and restored to original or better conditions. All new vegetation must be of the same species as original conditions.
- The contractor shall ensure that adequate safety precautions are maintained at all times when construction is not in progress. The trench covering shall be capable of supporting traffic loads.
- All trench safety construction operations shall be accomplished in accordance with OSHA specifications and State of Texas requirements.
- The contractor shall arrange the operation in such a manner as to avoid unnecessary inconvenience to the public in construction areas.
- Access to all side streets and driveways shall be maintained at all times at the sole expense of the contractor unless otherwise directed by the owner's representative.
- Contractor to notify the City of Rollinwood Police Department (512) 328-1900 and the Westlake Fire Department (512) 339-1400 of the construction schedule at least two weeks in advance of proposed construction operations. Contractor shall provide pertinent information about lane closures and detours and any other construction related activity which may interfere with normal services.
- Contractor shall maintain the jobsite in a safe, neat and workman-like manner at all times. Job site safety shall not be compromised. Any unattractive nuisance shall be removed or camouflaged by contractor when directed by the owner or engineer. Contractor shall remove or camouflage any child attractive nuisance.
- All construction equipment involved in roadway work shall be equipped with a permanently-mounted 360 degree revolving or strobe warning light amber lens in working order. This light shall have a minimum lens height 5' and a diameter of 5". This light shall have a mounting height of not less than 6 feet above roadway surface and shall be visible from all sides. This equipment shall also have attached at each side of the rear end of the vehicle an approved orange warning flag mounted not less than 6 feet above the roadway surface.
- All damage caused directly or indirectly to the street surface or subsurface outside of the pavement cut area shall be repaired as a part of the street cut repair. This includes any scrapes, ruts, cracks, depressions, and/or any other damage caused by the contractor during the execution of the work. These areas will be included in the total area of repair. The areas of repair near utility trenches shall be saw-cut in straight, neat lines parallel to the utility trench. All repairs shall be at the contractor's expense and shall meet all city testing requirements.
- Any excavation exceeding the standard planing detail shall have material onsite to backfill or contractor to provide structural engineered shoring plans to the City of Rollinwood Public Works Department for approval prior to starting work.
- For overnight protection of work zone in City of Rollinwood R.O.W. refer to City of Austin Standard Detail 804-S-4, 1 thru 4 of 9. If planing is needed, refer to Standard Detail 804-S, 7 of 9.
- Contractor shall perform work only during hours allowed per the current ordinances.

Street Construction Special Note:

All damage caused directly or indirectly to the street surface, sidewalk, driveway, curb and gutter, or subsurface outside of the pavement cut area shall be repaired as a part of the street cut repair. This includes any scrapes, ruts, cracks, depressions, and/or any other damage caused by the contractor during the execution of the work. These repair areas will be included in the total area of restoration. These areas shall be saw-cut in straight, neat lines parallel to the excavation or utility trench and to the next existing joint for sidewalks and curb and gutter. All such repairs shall be at the contractor's expense and shall meet all standards and specifications.

Plan Notes:

- The Contractor shall be responsible for maintaining and inspecting, on a regular basis, all erosion and sediment control best management practices, including silt fences, construction entrances, rock filter dams, etc., during construction/ demolition and including the removal and proper disposal of any accumulated silt and debris.
- The contractor shall not begin any work until protection and the erosion and sediment control best management practices such as silt fence, construction entrances, rock filter dams, etc. have been installed.
- The contractor shall be responsible for keeping the streets free mud, dirt, debris and material at all times and shall clean/restore the streets on a regular basis and at the direction of the city.
- Increased stormwater peak flows during construction must be mitigated with temporary best management practices to prevent harm to neighboring properties.

Construction Access and Sequencing Notes:

- Erosion and control measures must be in place prior to commencing construction activities.
- No more than 10 working days shall pass between completion of demolition and commencement of construction of proposed chain activities.
- Care of water shall be provided at all times so as not to impede the flow of stormwater.
- Upon completion of work at staging areas shall be restored to the original lines, grades, cleared of all brush and debris, and revegetated per specification 609S unless otherwise specified in the plans.
- All trees, signs, walkways, utilities and other physical features (whether shown or not shown on the plans) shall be protected during construction unless otherwise directed by the city or in these plans.
- Contractor is responsible for protecting private property from damages. All private property damaged by construction activities is the responsibility of the contractor.
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- Contractor shall perform work only during hours allowed per the current ordinances.

Construction Notes:

- Contractor shall provide 48 hours notice to the City prior to beginning construction.
- Install erosion control measures prior to beginning any construction activities.
- Maintain 3:1 max. side slopes at the end of each work day for pavement drop-offs greater than 4".
- Contractor shall install 2" lift of the Type D Hot Mix Asphaltic Pavement surface layer using TxDOT Traffic Control Details for Surfacing Operations Standard (P-1) and TxDOT Top Mobile Operations Standard (P-1).
- Remove all temporary SWSP devices and tree protection, as directed.
- Perform final cleanup.

Pavement:

- Concrete pavement shall be furnished and installed in compliance with the construction documents standard specifications.
- The Contractor shall provide a 24 hour minimum notice to the Landscape Architect prior to all concrete pours to allow for visual observation of formwork and rebar placement.

Excavation and Backfill:

- All excavation for this project shall be unclassified.
- The Contractor shall notify inspector at least 24 hours prior to beginning permanent backfill operations.
- The Contractor to obtain all necessary permits.



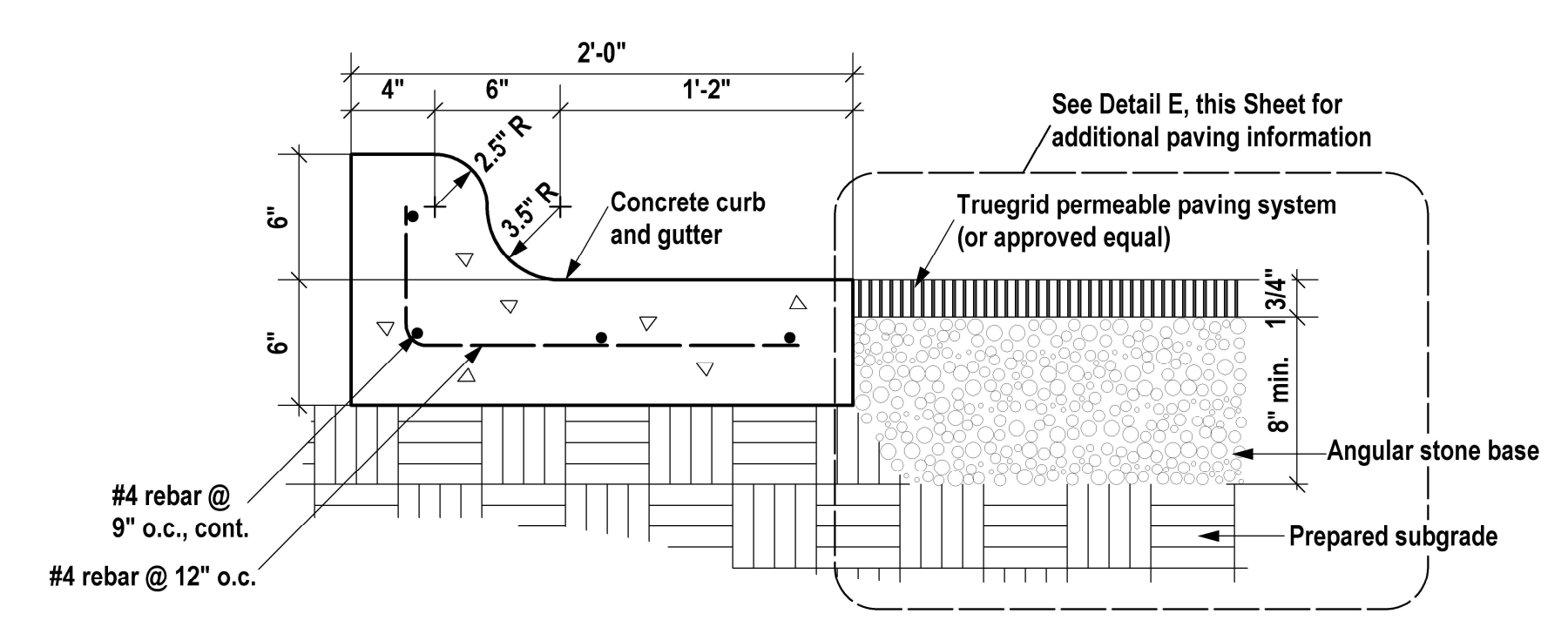
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 512.415.2097
 mail@sitiiodesign.com
 sitiiodesign.com



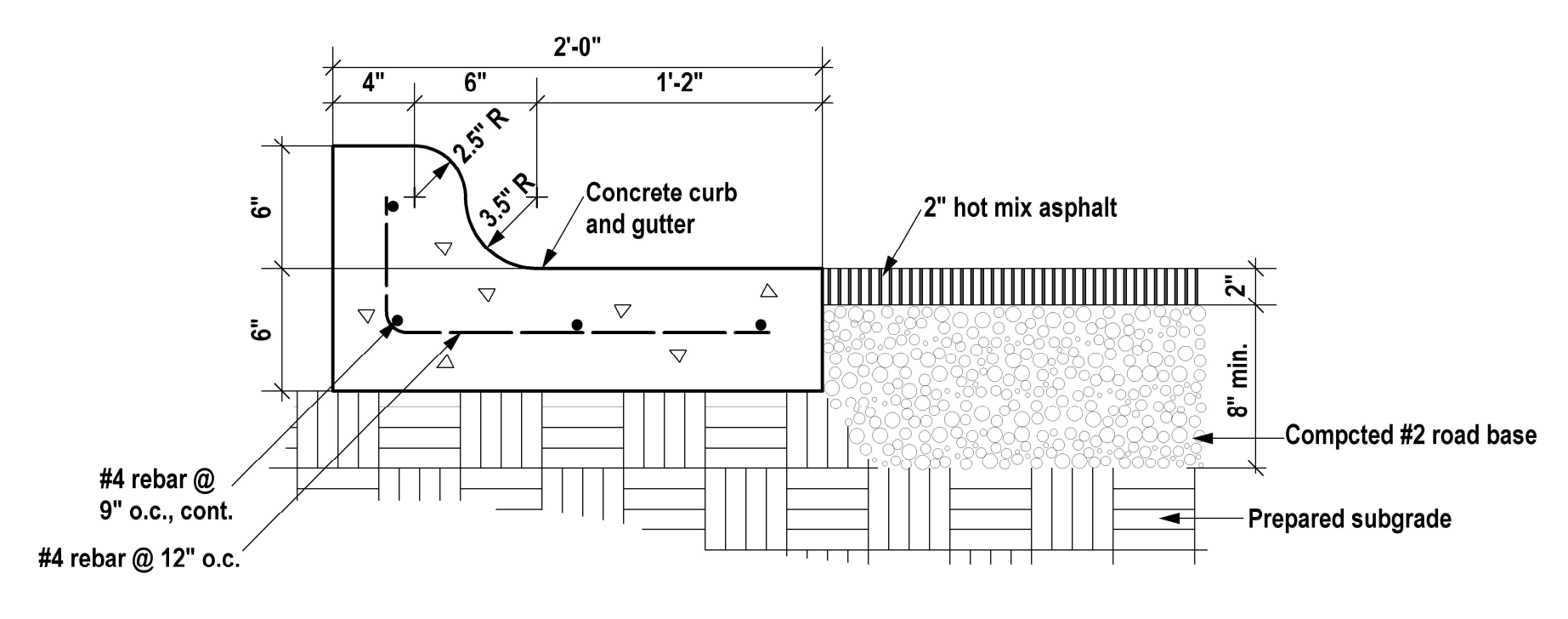
Landscape Development Plan for the
Rollinwood Park
 Rollinwood Drive
 Rollinwood, TX 78746

Date: 4/09/2026

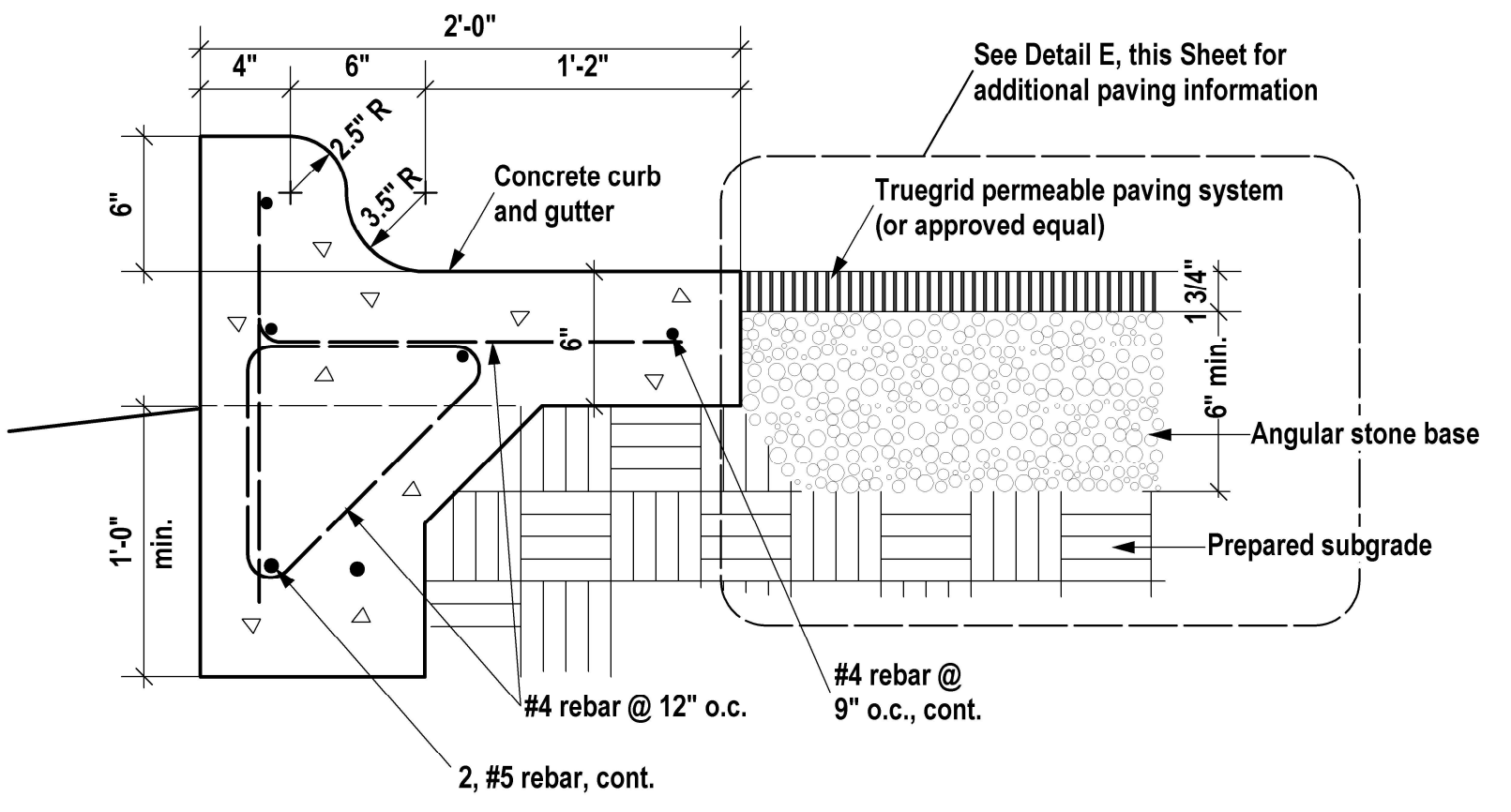
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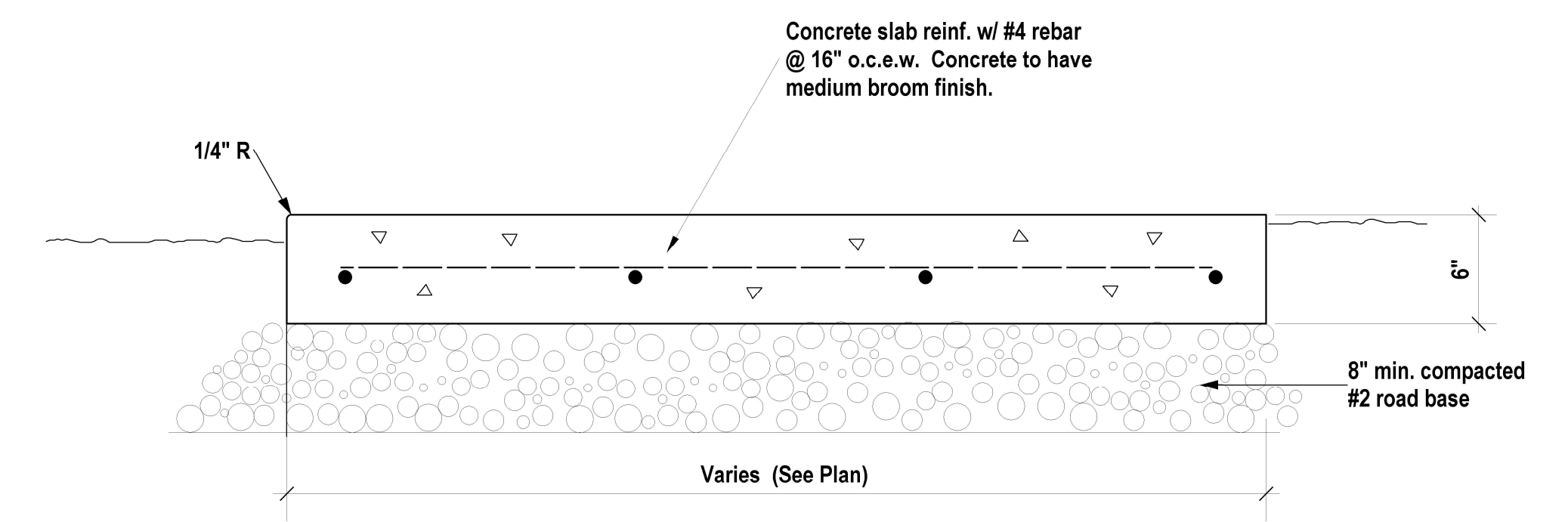
A Section - Concrete Curb and Gutter (with True Grid)
 Scale 1 1/2" = 1'-0"



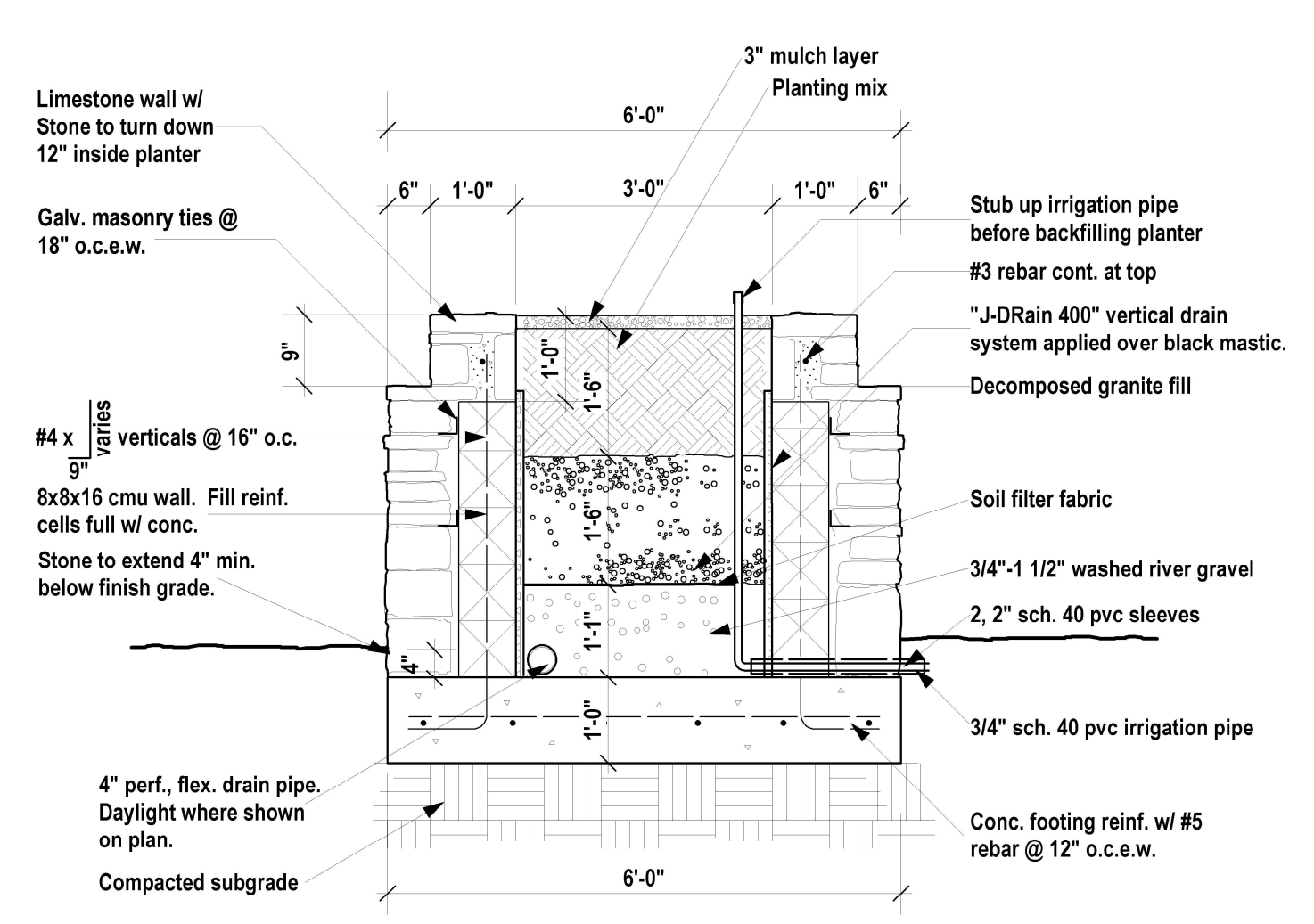
A1 Alternate Section - Concrete Curb and Gutter (with asphalt)
 Scale 1 1/2" = 1'-0"



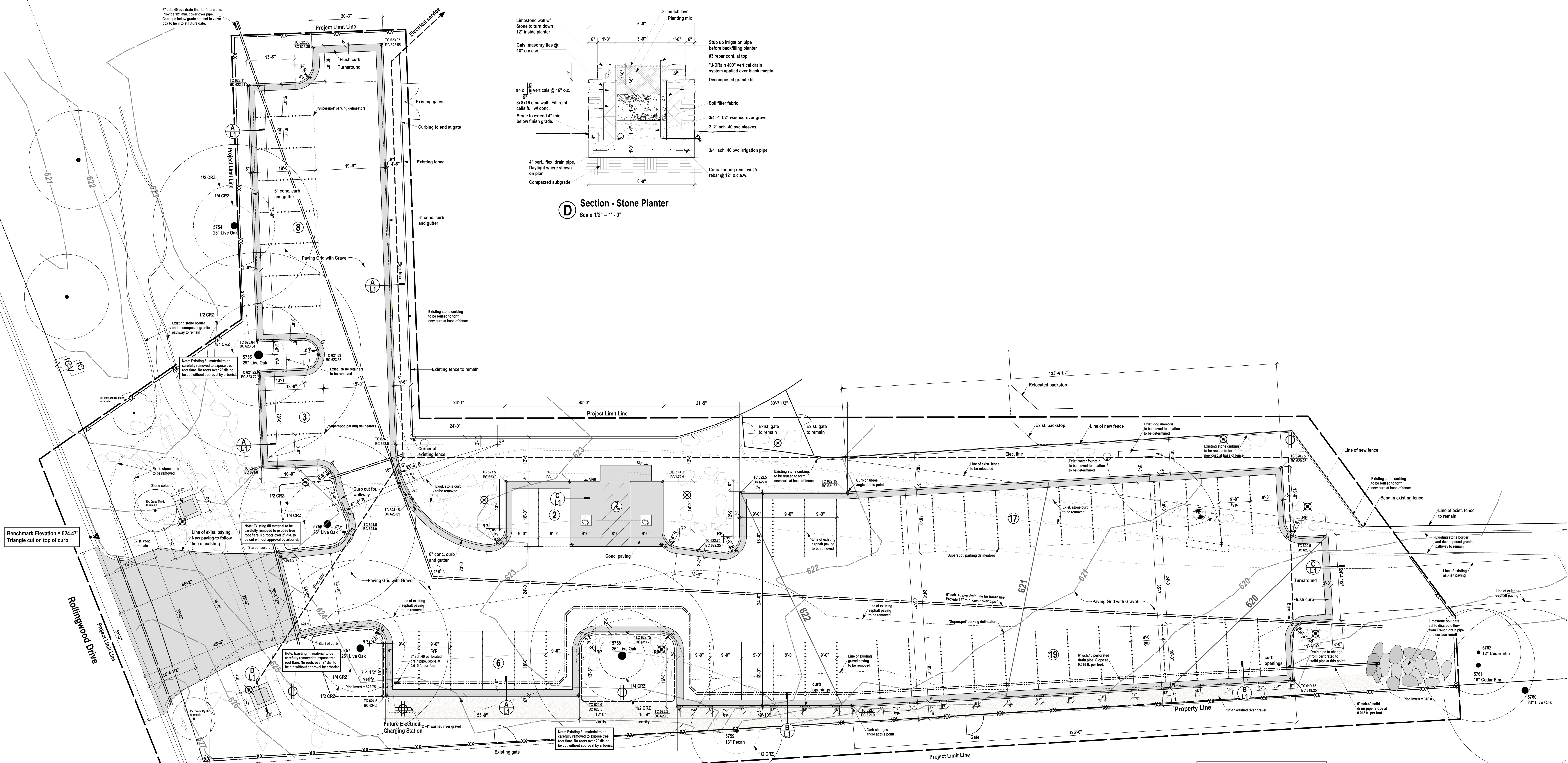
B Section - Concrete Curb and Gutter with Stem Wall
 Scale 1 1/2" = 1'-0"
 (with True Grid)



C Section - Concrete Paving
 Scale 1 1/2" = 1'-0"



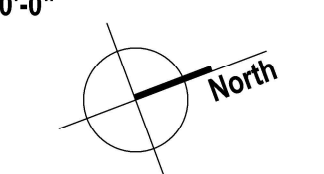
D Section - Stone Planter
 Scale 1/2" = 1'-0"



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
- XX Silt Fence Location
- Location of Tree Protection Fencing
- Landscape lighting locations
- Electrical outlet locations
- Future Electrical Charging Station

Hardscape Plan
 Scale 1" = 10'-0"



Dog Park Version 'A'

.5 Acres

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

* One field eliminated

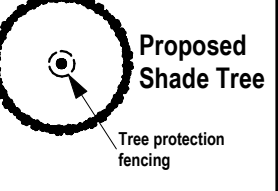
1 acre = 43,560 sf
 .5 acre = 21,780
 .55 acre = 23,958
 .6 acre = 26,136 sf

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" = 30'-0"




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 April 7, 2026

Dog Park Version 'B'

.55 Acres

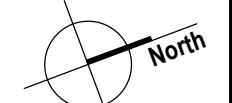
* Softball Field - shifted south 45', west 10'

* One field eliminated

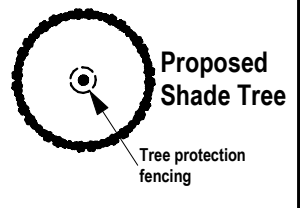
1 acre = 43,560 sf
 .5 acre = 21,780
 .55 acre = 23,958
 .6 acre = 26,136 sf

KEY

- Dog Park Area - 24,140 sf (.55 ac)
- Play Field Area - 30,890 sf (.71 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" = 30'-0"



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April 7, 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 - 28,540 sf (.66 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

North
 Scale 1" = 30'-0"

Tree protection fencing



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April 7, 2026