



CITY OF ROLLINGWOOD PARK COMMISSION MEETING AGENDA

Monday, May 02, 2022

Notice is hereby given that the Park Commission of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on May 02, 2022 at 11:30 AM. Members of the public and the Park Commission may participate in the meeting virtually, as long as a quorum of the Park Commission and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

Link: <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at awayman@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

CALL PARK COMMISSION MEETING TO ORDER

1. Roll Call

PUBLIC COMMENTS

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

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

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Park Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

2. Discussion and possible action on the minutes from the March 7, 2022 Park Commission meeting

REGULAR AGENDA

3. Update from Western Hills Little League and Western Hills Girls Softball
4. Discussion regarding Park Expansion to the North of the Swim Facility
5. Discussion regarding the installation of Artificial Turf Infield on Field 1 by WHLL
6. Discussion and possible action regarding a quote for park security cameras

DEPARTMENT REPORTS

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

7. Park Financials through March 2022

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov on Friday, April 29, 2022 at 11:30 a.m.



Desiree Adair, City Secretary

NOTICE -

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

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

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



CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES

Monday, March 07, 2022

The Park Commission of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Monday, March 7, 2022 at 9:30 a.m. 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 9:33 a.m.

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

Also Present: Interim City Administrator Ashley Wayman, Public Works Operator Vicky Ballard and Assistant to the City Administrator Makayla Rodriguez.

PUBLIC COMMENTS

The following individuals spoke during public comments:

- Mayor Gavin Massingill discussed the work that is being done to schedule field use for i9. He also discussed that a previous resident of Rollingwood, Jimmy Day, would like to donate to the Rollingwood Park in his Mother's name explaining that his mother, Doris Day Swanner who passed away recently was a longtime resident and founding member of the Rollingwood Women's Club.
- Justin Cannon with i9 sports discussed that he has been involved with the Rollingwood fields for multiple years now and that he would like clarification on his reservations for upcoming camps.
- RCDC Member Brian Rider, 2906 Hatley, discussed that he would like to see the continuing improvement of the park, and discussed possible projects for the RCDC that would have implications for the park.
- Niccole Maurici, 4906 Timberline Drive, discussed the recent changes to park rental rates and discussed recent events relating to park use.
- Neissa Springmann, owner of iGnite, discussed that she is a longtime commercial park user, her business, iGnite, and when and how her members use the park, and that they have always

been good stewards of the park. She discussed her concerns with the new rental rate structure and how it would impact her business as well as the city's park.

Don Hudson joined the meeting during this item.

CONSENT AGENDA

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2. Discussion and possible action on the minutes from the February 7, 2022 Park Commission Meeting

Melissa Morrow motioned to approve the consent agenda. Mary Elizabeth Cofer seconded the motion. The motion passed 7-0.

REGULAR AGENDA

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

Steve Franke with Western Hills Girls Softball discussed that softball started a few weeks ago and that little league started in the last week. He discussed that the fencing repairs were complete.

Steve Franke and the Park Commission discussed the softball and little league schedules and that they were subject to change. They also discussed getting signs for the fields stating that softball and baseball were beginning again.

The Commission discussed items that are lost or left on the fields and where they can be put so that baseball or softball coaches find them and they can be returned.

Steve Franke discussed that softball opening day was canceled due to weather and explained that there is a weekend at the end of April where they would like to have a Western Hills Day for both softball and baseball.

4. Discussion and possible action on a funding request to the Rollingwood Womens Club regarding an expansion of the Butterfly Garden

Mary Elizabeth Cofer discussed the drawing that Don Hudson helped her with and explained that she went to the Rollingwood Women's Club with a request for funding for the expansion of the butterfly garden. She discussed her ideas for a steel trellis and a bench and asked for the Commission's blessing. She also discussed the extended water line to the butterfly garden, thanking Brian Rider for his help.

Chad Smith moved to approve the plans for the expansion of the butterfly garden substantially in accordance with the plans presented and to approve the donation of roughly \$2,700 from the Rollingwood Women's Club and state for the record that the Park Commission is really appreciative. Melissa Morrow seconded the motion.

Don Hudson and the Commission discussed including in the motion that the Rollingwood Women's Club may be interested in donating further.

Chad Smith amended his motion to state that if the Rollingwood Women's Club wants to give more money that they can.

The motion passed 7-0.

5. Discussion and possible action regarding a fee structure for long term commercial park users

Melissa Morrow stated that she added this item and discussed what constitutes a conflict of interest. She also discussed the current commercial users of the park, scheduling concerns, and what is a reasonable amount for rental of the facilities. She explained why she wanted to bring this to the Commission for discussion.

The Commission discussed commercial use of the fields, rental fees, iGnite's partnership with the city, maintenance of the fields, and fairness of rates across users.

Steve Franke discussed that Western Hills Girls Softball and Little League were a huge proponent of creating the new commercial rate structure and that they appreciated the fees that were put in place.

The Park Commission further discussed the rate structure and use of park property, as well as how funds are allocated to the park.

Steve Franke discussed that the city may be able to take another look at when they charge for use and perhaps charge users after the fact as opposed to ahead of the use.

The Commission discussed bringing back the sub-committee to review this rate structure.

Melissa Morrow moved to meet and look at a fee/payment structure different for long-term park users. Mary Elizabeth Cofer seconded the motion.

The motion passed 7-0.

6. Discussion regarding future Park Commission agenda items

Chair Chad Smith discussed why he put this item on the agenda and that he would like to make the best use out of the time they have.

DEPARTMENT REPORTS

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

7. Park Commission Financials through January 2022

ADJOURNMENT OF MEETING

The meeting was adjourned at 10:42 a.m.

Minutes Adopted on the 2nd day of May 2022.

Chad Smith, Chair

ATTEST:

Desiree Adair, City Secretary

PO Box 788
Pflugerville, TX 78691

(512)447-5881
DPS License B1047421

Date	Estimate #
4/6/2022	5368

Name / Address
City of Rollingwood 403 Nixon Drive Rollingwood, TX 78746 USA

Ship To
City of Rollingwood 403 Nixon Drive Rollingwood, TX 78746 USA

P.O. No.	Terms	Due Date	Rep	Project
	Net 30	5/6/2022	SD	

Description	Qty	Cost	Total
Install cameras at Rollingwood Park - additional WiFi device and switch needed from IT vendor			
Alibi vigilant equipment- All equipment is NDAA approved and comes with a 3 year manufacturer warranty			
Alibi NR Type 16CH NVR 16 Port PoE 160Mbps 4 SATA 1.5U Rack Mounting Brackets Included - NO HARD DRIVE INCLUDED	1	880.00	880.00
Seagate SkyHawk 10TB AI hard drive	1	550.99	550.99
5MP IP Turret 98ft IR Starlight Smart Sense 2.8mm WDR Built-in Mic Ultra H.265 SD-Card	5	271.984	1,359.92
Vigilant Turret Backing Box ALI-JB03-G-IN	5	22.384	111.92
4MP IP 25X Outdoor 4 inch Vandal PTZ 328 ft IR Starlight SmartSense 4.8 to 120mm VF WDR Audio-Alarm I/O Ultra H.265 SD Card (12VDC 3.33A Power Supply Included) (PoE injector not included)	1	847.98	847.98
Mounting hardware for PTZ camera - to mount on side of roof 4 foot above roofline	1	135.00	135.00
CATEGORY 6 Drop- CMP0-150FT cable- Includes cable, installation, jacks and faceplates - for cameras and WiFi	7	135.00	945.00
6U Basic IT Wall Mount Network Server Data Cabinet Rack Glass Door Locking BlackH	1	333.70	333.70

	Subtotal
Customer Signature	Sales Tax (0.0%)
	Total

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Date	Estimate #
4/6/2022	5368

Name / Address
City of Rollingwood 403 Nixon Drive Rollingwood, TX 78746 USA

Ship To
City of Rollingwood 403 Nixon Drive Rollingwood, TX 78746 USA

P.O. No.	Terms	Due Date	Rep	Project
	Net 30	5/6/2022	SD	

Description	Qty	Cost	Total
Installation and Test- includes installing camera system, setup of system and setup of remote access	1	1,210.00	1,210.00
750VA UPS with 4 outlets Battery and 4 surge only	1	124.39	124.39
		Subtotal	\$6,498.90
Customer Signature		Sales Tax (0.0%)	\$0.00
		Total	\$6,498.90

It was nice to meet you yesterday. Thanks again for your time. Here is an estimate for the park cameras with 5 turret style fixed and 1 PTZ with 25X zoom. The only cost I cannot quote currently is the WiFi pieces needed to connect that building back to City Hall / PD. Univista is working on a price for that now. I did include mounting the WiFi device on the pole we will install for the PTZ camera. Here are links to the cameras in case you want to check it out.

<https://www.alibisecurity.com/alibi-vigilant-performance-4mp-starlight-25x-330-feet-ir-ip-ptz-dome-camera-ali-pz40-vuzai>

<https://www.alibisecurity.com/alibi-vigilant-performance-5mp-starlight-98-feet-ir-ip-turret-camera-ali-pt50-uai>

Scott Dove / SCTI / O-512-447-5881 / F-512-447-5967 / D-512-551-5204

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