



CITY OF EL LAGO
PARKS BOARD MEETING
411 TALLOWOOD DR
EL LAGO, TEXAS 77586
APRIL 27, 2022- 7:00 P.M.

NOTICE is hereby given of a meeting of the Parks Board of the City of El Lago, County of Harris, State of Texas, to be held at seven o'clock (7:00) PM on April 27, 2022 at the City Hall Events Room, 411 Tallowood Drive, El Lago, Texas, for the purpose of considering the numbered items below.

AGENDA

- 1. Call to Order**
- 2. Announce Present Members of Parks Board**
- 3. Citizen Forum** - *Citizens who wish to speak to the Parks Board Members will be heard at this time. Citizens are limited to three (3) minutes for their comments to the Parks Board.*
- 4. Mayor and Council Member's comments**
- 5. Consent Agenda**
 - 4.1. Minutes from the Parks Board meeting 30 March, 2022*
- 6. Reports**
 - 5.1. Chair Bachner reporting on city activity*
- 7. Old business**
 - 6.1. McNair, Witty, and Armstrong Park*
 - 6.2. Review and edit maintenance items to be requested*
- 8. New business**
 - 7.1. Electing Vice Chair for the El Lago Parks Board*
 - 7.2. Discuss vegetation options for flowerbed along Lakeshore Drive by McNair park, McNair memorial and memorial at Armstrong Park and mulch options*
 - 7.3. Discuss Yard of the Month*
 - 7.4. Discuss recommendations to city council on playground repairs/update*
 - 7.5. Discuss/ Approve new Parks Rules & Regulations*
 - 7.6. Appoint member to write an article for the next El Lago La Ventana issue*

9. Future item requests

Security camera options for parks

Grant options and fundraisers

Park Sign Design Options

10. Adjournment

I CERTIFY THAT A COPY OF THIS NOTICE OF THE PARKS BOARD MEETING FOR THE DATE LISTED ABOVE WAS POSTED AT CITY HALL, 411 TALLOWOOD DRIVE, EL LAGO, TEXAS, AT LEAST 72 HOURS IN ADVANCE PER THE TEXAS OPEN MEETINGS ACT.

_____ **Rachel Lewis, City Secretary**



CITY OF EL LAGO
MINUTES OF THE MARCH 30, 2022
411 TALLOWOOD DR
EL LAGO, TEXAS 77586

Notice is hereby given that the Parks Board of the City of El Lago, Texas will meet at the above date and time in the Municipal Court Chambers located at 98 Lakeshore Drive, El Lago, Texas, and will consider, and if appropriate will take action, with respect to the following agenda items.

AGENDA

- 1. Call to Order.** Meeting was called to order at 7:06 P.M. by Chair Bachner
- 2. Absent members.** All members present.
- 3. Citizen Forum.** Sheila Brown of 1851 Raintree Circle thanked Chair Bachner for her time and involving our youth to be part of our community. She was excited to see our community get together to make a positive change.
- 4. Consent Agenda**
 - 4.1.** *Minutes from the Parks Board meeting 9 March, 2022.* Member Brooks made a motion to approve previous minutes. Member Tully second. Approval was unanimous.
- 5. Reports**
 - 5.1.** *Girl Scout Troop Leader Christina Hutton presenting on butterfly garden project at McNair Park.* Mrs. Hutton was unavailable thus, Chair Bachner presented the Butterfly garden planning. The Girl Scouts will be donating the soil, some plants, and their time to redo the McNair Memorial Butterfly Garden. Sheila Brown, who is the local Master Gardener will be assisting them. Mrs Brown already secured 20 plant donations and advised for local Wildflowers, a bird bath and a wooden log barrier. City maintenance is suppose to repair the slow drip irrigation system before April, 30th 2022, the planting day. Donations are welcome.
- 6. Old business**
 - 6.1.** *Summary of previous city council meeting by Chair Bachner.* Chair Bachner reported that city council still seems to be unsure which account is set aside for

the parks board to use funding for beautifications. It is unclear if council approval is necessary for any dollar amount to be spent. City council is expecting the Parks Board to present an improvement suggestion on playground equipment based on the safety inspection. A gentleman made a citizen comment saying that there are 70 piles of dog feces at Armstrong Park.

6.2. McNair, Witty, and Armstrong Park. All trees need to be trimmed. Chair Bachner will meet with an Arborist to discuss the health of some trees in near proximity of the playgrounds at McNair and Witty Park. Drainage issues at Armstrong Park need to be addressed to city council. Fire ants are located throughout McNair Park and some at Armstrong Park. The water fountain at Witty Park is still broken. A big tree limb at Witty Park is tapped off and awaiting removal by city maintenance.

6.3. Review and edit maintenance items to be requested at next council meeting. There are issues with the water maintain by the basketball courts at McNair Park. The drip irrigation system for the butterfly garden needs to be repaired or replaced. Pressure washing off the chair and Armstrong memorial are needed. Witty water fountain is broken. All trees need to be trimmed, pruned or some removed. The flag pole light at Bayou View is still not installed. Fire ants are present at McNair Park. Electrical at Lakeshore Dr has been out since Christmas. Vines need to be removed off the wall behind the court house. Deep cleaning and disinfection of McNair bathrooms will be requested to city council.

7. New business

7.1. Discuss/ Approve new Parks Rules & Regulations and Curfew. Member Wohrer had concerns about some of the items listed as selective enforcement. Council member Parette agreed and asked the Parks Board members to keep in mind that some of the regulations have exemptions for events. Due to no agreements on any line items member Brooks made a motion to postpone item 7.1. to the next meeting April 27th, 2022. Member Wohrer second. The vote was unanimous.

7.2. Discuss/ Approve Parks Board missions statement, responsibilities and new Parks Board Positions and their responsibilities. Members discussed issues with the current draft. Member Brooks made a motion to approve item 7.2. with the discussed changes. Due to a lack of a second the motion failed to pass. Chair Bachner suggested to go over each line item and vote on each once changes have been made. Changes were made to each Parks Board line item, adding a request for a monthly report of completed maintenance items. Member Brooks made a motion to approve the first line item with the made changes. Member Wohrer second. Vote was unanimous. Member Brooks made a motion to approve the second line item of the parks Board duties with the changes made by Chair Bachner. Member Wohrer second. Vote was unanimous. Member Brooks made a motion to approve the third line item of the parks Board duties. Member Wohrer second. Vote was unanimous. Member Brooks made a motion to approve the 4th line item added by Chair Bachner. Member Wohrer second. Vote was unanimous. Member Brooks made a motion to approve the last line

item of Parks Board duties with the appropriate changes that were discussed. Member Wohrer second. Vote was unanimous. Chair Bachner ask for a motion to pass the newly changed Parks Board Mission Statement and duties. Member Brooks provided a motion to pass item 7.2. with all changes made by Chair Bachner to Parks Board duties and Parks Board positions. Member Wohrer second and the vote was unanimous.

7.3. *Discuss vegetation options for flowerbed along Lakeshore Drive by McNair park, McNair memorial and memorial at Armstrong Park and mulch options.* Member Brooks made a motion to postpone item 7.3. to the next Parks Board Meeting April 27th, 2022. Member Brasseaux second. Vote was unanimous.

7.4. *Review park's playground safety report and construct action plan of recommendations to be presented to city council.* Chair Bachner presented a powerpoint of all possible option to eliminate all safety violations noted in the safety report. Member Wohrer voiced concerns about removing playground equipment as it is used by many. Member Brooks spoke in favor of removing and replacing playground equipment. He stated that we should think about what type of community we thrive to become. A nice, diverse and inclusive playground would be attractive to new homeowners or potential new homeowners. Further, member Brooks stated that families will move hours away from their work site to have a family and child friendly active community. It would increase propter values within our city. Member Brasseaux spoke in favor of keeping the figurines of the spring bouncer at Witty Park.

8. Future item requests

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Park Sign Design Options

Members requested that "Yard of the month" be added and a discussion about articles for the La Ventana

9. Adjournment. There being no further business, Chair Bachner adjourned the meeting at 9:55 p.m.

(Signature)

Tiffany Bachner, Board Chair

New suggested Park Rules and Regulations (Draft) :

PARK RULES AND REGULATIONS

- Park hours are from 6 A.M. to 10 P.M.
- Glass containers are prohibited
- Alcoholic beverage consumption is prohibited (unless otherwise indicated)
- No smoking allowed on Park grounds
- The consumption, sale, use, or possession of illegal drugs on park premises is prohibited.
- Littering is prohibited. Use trash receptacles
- Motorized vehicles of any kind prohibited unless authorized by City Mayor
- Improperly parked vehicles will be towed
- Pets are to remain caged or on leash ,no longer than six (6) feet, at all times
- Pet owners are required to pick up after pets
- Plants and animals are protected - do not remove or molest
- No person shall feed any animal in the parks. No wildlife feeders shall be installed in a park
- Destroying public property is prohibited by Title 19, Chapter 191 of the Government Code of Texas
- Hunting and trapping of birds, mammals, or nonpoisonous reptiles on park premises is prohibited
- Camping on park premises is prohibited

Positions:

Chair - Presides at committee meetings. Creates meeting agendas. Appoints subcommittees and subcommittee chairs. Sets goals and objectives for the committee. Serves as point of contact and reports any information from parks board meetings to city council and Mayor. Communicates any necessary maintenance to city secretary. works with city secretary to keep track of parks board funds and presents regular reports of available funds to parks board and recreational committee. Requests, manages and provides quotes to committee

Vice Chair - Assist Chair as directed. Fulfills chair duties when chair is absent.

Secretary - Assures agenda has been prepared and distributed in advance of meetings. Prepares official committee minutes. Assures documents are accessible to members and public

members - regularly walks El Lago parks and recreational areas and entrances (mentioned above) to identify needed repairs, beautifications, and maintenance. Responsible for seasonal decorations to be put up with help of city maintenance. Gives regular reports to chair.

Supporting Document for item 6.2.

Maintenance Items:

McNair water fountain by basketball courts
repair/replace low volume drip irrigation system at McNair Butterfly Garden
pressure washing McNair Memorial flowerbed retaining wall
pressure washing Armstrong Memorial
Witty water fountain
tree trimming & removal
flag pole light at Bayou View
fire ants at McNair park
electrical at Lakeshore Dr (right-hand side entrance)
removal of vines off wall behind court house
deep-cleaning and disinfecting of McNair Bathrooms