



**CITY OF EL LAGO**  
**PARKS BOARD MEETING**  
**411 TALLOWOOD DR**  
**EL LAGO, TEXAS 77586**  
**THE MAY 25th, 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, Council Member and City & Police officials' comments**
- 5. Consent Agenda**
  - 5.1.** *Minutes from the Parks Board meeting 27 April , 2022*
- 6. Reports**
  - 6.1.** *Vice Chair Brooks reporting on finished projects*
- 7. Old business**
  - 7.1.** *McNair, Witty, and Armstrong Park*
  - 7.2.** *Review and edit maintenance items to be requested*
- 8. New business**
  - 8.1.** *Discuss and present drainage issues/project by Mr Kosar*
  - 8.2.** *Discuss/ Approve new Parks Rules & Regulations*
  - 8.3.** *Appoint member to write an article for the next El Lago La Ventana issue*
  - 8.4.** *Discuss fundraiser options for Mural at McNair Park*
- 9. Future item requests**
  - Security camera options for parks*

*Park Sign Design Options*  
*Yard of the Month / Season*  
*Report on professional service donation*  
*Future project list update*  
*City website Parks Board section outline and design*

**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**  
**PARKS BOARD MEETING**  
**MINUTES OF THE APRIL 27, 2022**  
**411 TALLOWOOD DR**  
**EL LAGO, TEXAS 77586**

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- 1. Call to Order.** Meeting was called to order at 7:07 P.M. by Chair Bachner
- 2. Absent members.** Member Ryan Brooks absent.
- 3. Citizen Forum.** El Lago Flood Administrator Bob Kosar at 503 Whitecap Dr requested time at the next Parks Board Meeting to discuss drainage issues at the City Parks.
- 4. Mayor and Council Member's comments.** Police Chief Nunn thanked the Parks Board for inviting him in this meeting.
- 5. Consent Agenda**
  - 5.1. Minutes from the Parks Board meeting 30 March, 2022.** Member Brasseaux made a motion to approve and member Wohrer second. The vote was unanimous.
- 6. Reports**
  - 6.1. Chair Bachner reporting on city activity.** The Butterfly project with collaboration with the Girl Scouts and Ms Brown will take place this Saturday. City council woman and Mayor Pro-Term Ann Vernon met with Chair Bachner to discuss the project and voice support and concerns about the looks of it. Councilwoman Vernon will be the point of contact moving forward and communicate between the Parks Board and Mayor as well as the city secretary. All requests such as work orders, requesting purchases and any questions shall be forwarded to her. Mayor Pro-Term Vernon also would like to tackle the flag garden at city hall for beautification with Chair Bachner. The money will come out the Parks Board beautification budget. Further, Ms Vernon pointed out

projects she would like to get fixed such as the urns, rose bushes and drainage issues around city hall. Last, Ms Vernon has been appointed by Mayor Findley to revise and finalize the responsibilities, tasks and protocols for each committee including the Parks Board.

## **7. Old business**

**7.1. McNair, Witty, and Armstrong Park.** Standing water around playground equipment at Witty Park. Fire ants are present at all parks near sidewalks. Water fountain is leaking at McNair Park and the Witty Park fountain is broken and has to be replaced. Member Wohrer said there is a working water fountain which came from McNair Park which could be used to replace the broken Witty Fountain. Tree limbs need to be trimmed back still. There are empty spaces at Armstrong Park for new trees as the old ones had to be removed. The wood at the Gazebo at Armstrong Park has some rotten pieces which have to be replaced. Trash has blown into some trees, and 2 trees are dead and have to be cut down. Trash can also be found at the entrance of Armstrong park near the City storage garage. No mulch around trees and some flowerbeds.

**7.2. Review and edit maintenance items.** Leaking water fountain at McNair Park, broken fountain at Witty Park, removal of trash from McNair and Armstrong Park, Entrance light is broken at Loch Drive entrance, no flag pole light at Bayou View, check roofing and down spouts of city hall and other building to ensure proper drainage are just some of the new items to be send to Mayor Pro-Term to reach out to city secretary.

## **8. New business**

**8.1. Electing Vice Chair for the El Lago Parks Board.** Member Ryan Brooks voiced he would like to take the position. Vote passed unanimously in favor for electing Ryan Brooks to Vice Chair.

**8.2. Discuss vegetation options for flowerbed along Lakeshore Drive by McNair park, McNair memorial and memorial at Armstrong Park and mulch options.** Members agreed to let Member Brasseaux pick out all vegetation. Mulch options ranged from free to 440 dollars for 10 yards with free delivery. The Parks Board is in favor of suggestion to Council to go with the free chipper mulch. Member Brasseaux would like to choose yellow lantana for the McNair Memorial flowerbed. She recommends oleander to be planted at McNair Park to hide the bathrooms.

**8.3. Discuss Yard of the Month.** Members Wohrer, Tully and Brasseaux explained the background of the competition and how judges were picked. More information will be presented at the next meeting after retrieving all info from last Parks Board Chair Deanna Scott.

**8.4. Discuss recommendations to city council on playground repairs/update.** Members are in favor to recommend wood chips for the fall zones and replacing all equipment rather than having city maintenance fix and install old equipment. Chair Bachner is working on updated quotes and constructing a financial overview.

**8.5. Discuss/ Approve new Parks Rules & Regulations.** After discussing the suggested draft, member Rob Wohrer made a motion to postpone item 8.5. to the next parks board meeting on May 25th in order for Chief Nunn to take a look at them and suggest a revised draft. Member Tia Brooks second. Vote was unanimous.

**8.6. Appoint member to write an article for the next El Lago La Ventana issue.** Member Tia Brooks made a motion to move item 8.6. to May 25th with a second from Rob Wohrer. Vote was unanimous.

**9. Future item requests**

*Security camera options for parks*

*Grant options and fundraisers*

*Park Sign Design Options*

Mr Kosar requested to discuss drainage projects at the next meeting. Member Brooks asked to discuss the possibility to ask online for residence to donate their services as a professional to city projects in return of free advertisement. Chair Bachner will discuss with Mayor Findley this options and report as soon as there is a decision.

**10. Adjournment.** There being no further business, Chair Bachner adjourned the meeting at 8:11 p.m.

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(Signature)

Ryan Brooks, Board Vice Chair

## **Support documents:**

### Item 7.2.: Maintenance list

- McNair water fountain by basketball courts
- repair/replace low volume drip irrigation system at McNair Butterfly Garden - COMPLETE
- pressure washing McNair Memorial flowerbed retaining wall - COMPLETE (Tiffany's husband)
- pressure washing Armstrong Memorial
- Witty water fountain
- tree trimming & removal
- flag pole light at Bayou View - COMPLETED (Mayor Findley)
- 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
- Witty Park Water Fountain replacement
- checking roof and down spouts - COMPLETED
- removal of dead debris by tennis court flower beds - COMPLETED (Chair Bachner)
- entrance light by Loch Drive

### Item 8.2.: Park Rules and Reg as revised by Chief Nunn

#### PARK RULES

1. Park hours 6 A.M. to 10 P.M.
2. All Glass containers are prohibited.
3. Alcoholic beverage consumption is prohibited (unless otherwise indicated).
4. Illegal drugs on park premises are prohibited.
5. Littering and Vandalism are prohibited. Trash receptacles are provided
6. Motorized vehicles of any kind are prohibited on the grass prohibited, unless authorized by City Mayor
7. Improperly parked vehicles will be towed. Overnight parking is not allowed.
8. Pets are to remain caged or on leash, no longer than six (6) feet, always, and clean up after your pet is required.
9. Plants and animals are protected - do not hunt trap, remove, or molest plants or animals on park premises
10. Camping on park premises is prohibited

Please report any criminal suspicious activity to the police department 281-326-5900 or 911 for emergency!