



CITY OF EL LAGO
PARKS BOARD MEETING
411 TALLOWOOD DR
EL LAGO, TEXAS 77586
THE JUNE 29TH, 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 June 29th, 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 Absent 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. Elect Parks Board Chair** - *Vote for a Parks Board Chair for Term length June 2022 to June 2023*
- 6. Consent Agenda**
 - 6.1.** *Minutes from the Parks Board meeting 25 May, 2022*
- 7. Reports**
 - 7.1.** *Chair report on recent developments*
 - 7.2.** *Vice Chair Brooks reports on McNair dumpster/park sign wall project*
- 8. Old business**
 - 8.1.** *McNair, Witty, and Armstrong Park*
 - 8.2.** *Review and edit maintenance items to be requested*
 - 8.3.** *Discuss/ Approve new Parks Rules & Regulations*
- 9. New business**
 - 9.1.** *Discuss/Vote on Walraven Memorial Bench (Resident Natalie Ong)*
 - 9.2.** *Discuss/Vote on Gazebo repair*

- 9.3. Discuss/Vote on Baseball Field repairs*
- 9.4. Discuss/Vote on Playground Equipment replacement proposal*
- 9.5. Discuss/Vote on drinking fountain repairs and replacement*
- 9.6. Discuss/Vote on Drainage projects for City parks*
- 9.7. Discuss/Vote on Pickle Ball field*
- 9.8. Discuss/Vote on Trees for Houston Request*

10. Future item requests

- Budget for Year 22/23 - July 27*
- Security camera options for parks*
- Park Sign Design Options*
- Yard of the Month / Season*
- Report on professional service donation*
- City website Parks Board section outline and design*
- Armstrong memorial flowerbed - Fall 2022*
- tree replacement at Witty and Armstrong Park*
- Lakeshore Drive flowerbed - Fall 2022*
- Rain Garden at Mcnair Park - Fall 2022*
- Hike and Bike dedication flowerbed - Fall 2022*

11. 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 MAY 25, 2022
411 TALLOWOOD DR
EL LAGO, TEXAS 77586

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

- 1. Call to Order.** Call to order at 7:04 PM by Vice Chair Brooks
- 2. Absent members.** Chair Bachner absent.
- 3. Citizen Forum.** No citizen comments made.
- 4. Mayor and Council Member's comments.** No comments made.
- 5. Consent Agenda**
 - 5.1.** *Minutes from the Parks Board meeting 30 March, 2022.* Member Tully made a motion to approve with a second by Member Brasseaux. Vote was unanimous.
- 6. Reports**
 - 6.1.** *Vice Chair Brooks reporting on finished projects.* Butterfly Garden completed by Girl Scouts, we need a few more landscaping blocks to complete the border. The McNair memorial flower bed was completed at the same time. The flag pole light at the Bayou view entrance has been installed by Mayor Findley.
- 7. Old business**
 - 7.1.** *McNair, Witty, and Armstrong Park.* Mayor Pro-Term Ann Vernon spoke to the list of items provided by Chair Bachner that need to be remedied. Tree Trimming is still outstanding and will be prioritized by the maintenance department. Council member Vernon verified the cleanliness of the

bathrooms at McNair is an issue and she will be addressing this with City administration. The city is not supportive of expanding the sprinkler system to provide water to the McNair memorial garden. Water Fountains are an outstanding issue that Ms Vernon will address with City administrators. The grass in Armstrong park is looking bad, no edging has been done for a long time and the park needs attention. The Lakeshore entrance electrical issues still need to be investigated. Ms Vernon is working with the City administration to clean up debris stored behind the maintenance shop and the fire station. The irrigation for the trees at Armstrong park is not functional. There are several trees that are dead and need to be removed. The memorial at Armstrong park needs to be cleaned up. The sign needs to be pressure washed (Ms Vernon will work with the maintenance department to make this happen) It was recommended that the rubber edging be removed along with the ferns and the beds can be replaced with grass. The overall state of Armstrong park is not good, the gazebo needs repair and the sign for the park needs to be replaced. Ms Ann Vernon recommended the parks board develop a plan and get quotes from outside contractors, look into grants and present an improvement plan to City Hall. It was also recommended that the parks board explore having TXDOT erect a sign on NASA 1 identifying the landmark (Armstrong park)

7.2. Review and edit maintenance items to be requested. The maintenance list was reviewed. Mayor Pro-Term requested that this list be shared with the City Council. It was noted the list needs to be updated with items identified in section 7. She suggested the city maintenance department was not capable of performing most of the items and that the parks board should seek quotes from outside contractors to complete the work and present to city council for approval.

8. New business

8.1. Discuss and present drainage issues/project by Mr Kosar. Bob Kosar presented the McNair drainage plan and asked for the parks board's support for the project. A motion was presented to table a decision until next meeting with a motion by Tia Brooks and 2nd by Shirley Brasseaux.

8.2. Discuss/ Approve new Parks Rules & Regulations. Parks rules were reviewed by the board. There was some confusion as to the purpose of the rules. Are they a change to city ordinances or are they existing rules to be posted in each park? Some of the rules are already in effect and enforceable through Federal and state law. There was a motion to table this vote until the next meeting by Member Tia Brooks with a second by member Brasseaux.

8.3. Appoint member to write an article for the next El Lago La Ventana issue. This item was tabled until the next meeting. Motion by Tia Brooks with a 2nd by Shirley Brasseaux

8.4. Discuss fundraiser options for Mural at McNair Park. The idea of building a wall around the dumpster at McNair park was discussed. The project was unanimously supported by the board and Mayor Pro-Term Ann Vernon. She

requested that the board prepare a plan and get estimates for the project so that it can be presented to the City council for approval.

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

Future items were reviewed and no items were added

10. Adjournment. Meeting adjourned at 8:50 PM.

(Signature)


Tiffany Bachner, Chair



El Lago Parks Board

June 29th, 2022
Prepared by: Tiffany Wallace

1



Overview

- Chair report
- McNair Dumpster hide-away & Park Sign Wall (Ryan Brooks)
- Vote on Park Rules and Regulations
- Vote on Walraven Bench
- Gazebo repair at Armstrong Park
- Baseball Field repairs
- Playground equipment project
- Vote on drinking fountain replacement
- Drainage projects
- Pickle Ball field
- Trees for Houston

2



Chair Report

- Report to Council June 15th, 2022
- Irrigation issues
- Lawn & Sprinkler USA Contract with City
- Tree trimming & mulching

3



Current Activity

-  Park Regulations and Rules – vote in June; ready for July council meeting for approval
-  McNair dumpster hide-away-wall and park sign – Fall 2022
-  Gazebo repairs @ Armstrong Park – quotes ready for council in August 2022
-  Playground equipment project – vote in June; ready for July council meeting for approval
-  Armstrong Park TXDOT Marker – report by member in July
-  Mulching
-  McNair Baseball field – ready for council in August 2022

4



Park Rules and Regulations

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 or Police Chief
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!

5



Mayor Walraven Bench



6



Water Fountain

Elkay LK4420BF1UDB EZH2O
Outdoor Drinking Fountain with
Bottle Filling Station and Pet
Fountain, Bi-Level, Pedestal,
ADA, Non-Refrigerated

\$5,571.99

ELKAY LK4420BF1UDBFRK |
FREESTANDING BOTTLE FILLING
STATION | FILTERLESS, NON-
REFRIGERATED, FREEZE-
RESISTANT, INCLUDES A DOG-
BOWL / PET FOUNTAIN

\$8,282.85

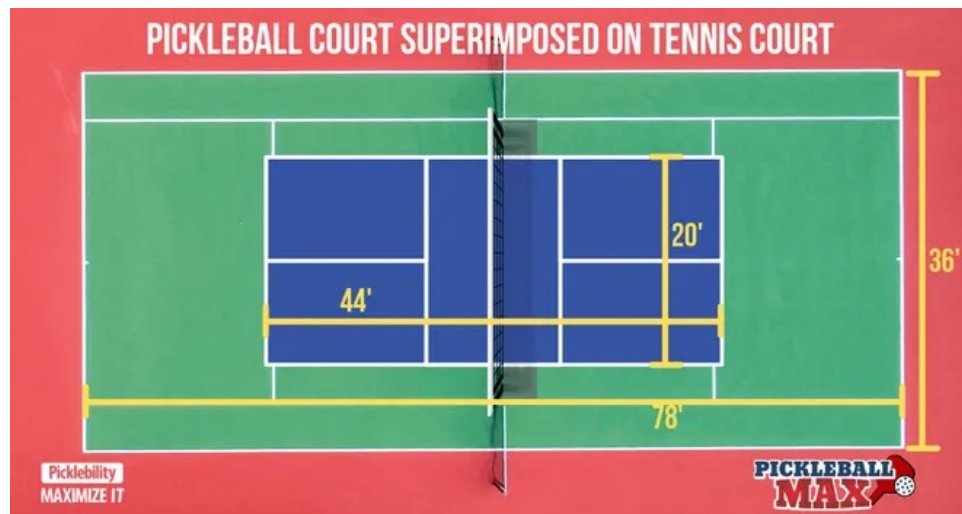


7




Pickle Ball

PICKLEBALL COURT SUPERIMPOSED ON TENNIS COURT




8









Trees for Houston

<input type="checkbox"/> American Beautyberry	<input type="checkbox"/> Pecan
<input type="checkbox"/> American Sycamore	<input type="checkbox"/> River Birch
<input type="checkbox"/> Bald Cypress	<input type="checkbox"/> Shumard Oak
<input type="checkbox"/> Buttonbush	<input type="checkbox"/> Swamp Chestnut Oak
<input type="checkbox"/> Cedar Elm (seedling only)	<input type="checkbox"/> Sweetgum
<input type="checkbox"/> Green Ash	<input type="checkbox"/> Turk's Cap (seedling only)
<input checked="" type="checkbox"/> Live Oak	<input type="checkbox"/> Wax Myrtle
<input type="checkbox"/> Loblolly Pine	<input type="checkbox"/> White Oak
<input type="checkbox"/> Overcup Oak	

9



Future Projects

-  Armstrong memorial flowerbed – Fall
-  Tree replacement at Witty and Armstrong Park
-  Lakeshore Drive flower bed
-  Mayor and Council flowerbed
-  Rain Garden at McNair Park
-  Hike and Bike Dedication flowerbed

10

Item	Budget
Lakeshore Drive flowerbed	3,500
Hike & Bike dedicaiton flowerbed	600
mayor & council flowerbed	2,500
McNair dumpster wall and park sign	4,000
entrance beautification	2,000
tree trimming at McNair Park / mulching	2,000
Benches for Witty Park	800
Benches for McNair Park	800
Drainge project for McNair and Armstrong Park	50,000
Armstrong Park Improvement Project	20,000
Sensory Playground	20,000

total

106200

Armstrong Park Improvements

Tree removal
Tree replacement
Fencing
Sign
Vegetation
Irrigation

McNair Park Improvements

Tree trimming
Playground
Flowerbed
Baseball field
Irrigation
vegetation
drinking fountain
Wall
Drainage

Witty Park Improvements

Tree replacement
Playground
Fencing
Sign
drinking fountain
irrigation
Drainage