

MINUTES OF A MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT DOUGLAS PARK, 4500 DOUGLAS AVENUE, AT 8:35 A.M. ON THURSDAY, AUGUST 6, 2020.

Mayor Margo Goodwin called the meeting to order at 8:35 a.m. Present at the meeting were Mayor Margo Goodwin, Council Member Jimmy Grisham, Council Member Marc Myers, and Council Member Lydia Novakov. Council Member Craig Penfold arrived at 8:45 a.m.

Mayor Goodwin also introduced Town staff present, including Bill Lindley, Town Administrator, Kathleen Stewart, Director of Town Services, Lori Chapin, Director of Engineering, Heather Cerda, Engineering Project Coordinator, Danny Hines, Parks Maintenance Worker, and John Eaglen, Town Services Manager.

Kathleen Stewart provided an overview of the Douglas Park design process to date, and introduced John Armstrong, landscape architect, from Armstrong-Berger, for the Douglas Park Improvements, and Steve Galloway, design engineer, from Kimley-Horn and Associates, for the Douglas Park Drainage Improvements.

Mr. Armstrong provided a brief introduction of the design options to-date, regarding the walking path and the proposed drainage improvements for the east end of the park. Council Member Myers asked what the total park area. Mr. Galloway provided an overview of the total park area and then discussed the current drainage design options. Council Member Grisham asked if the drainage improvements would require changes to the existing grading at the proposed stormwater inlet locations, and Mr. Galloway confirmed that the current design plans would necessitate a change in the grading at the location of the proposed stormwater inlets.

Council Member Grisham asked about the changes to the front area of the park fronting Douglas Avenue, and Mr. Armstrong replied that there are potential changes to the landscaping with the current design alternatives. Council Member Grisham asked how the proposed berm in the park open area would affect the drainage. Mr. Armstrong replied that the proposed berm would be a low-level, raised area that would result in slight diversions of runoff to each side of the berm that would drain down towards the proposed drainage inlets on the west side of the park. Mr. Armstrong added that the proposed design alternatives would utilize ground cover for the most part under the trees in order to limit dirt eroding into the proposed drainage inlets.

At 8:42 a.m. the Town Council, Town staff and the consultants walked the proposed path layout. Mr. Armstrong reviewed the tree trimming that has taken place and provided some additional details on the proposed berm (inside the proposed pathway layout). Mr. Armstrong reviewed the intersection of walkways between the proposed upper-area pathway and the proposed lower-area pathway. Mayor Goodwin mentioned the pathway materials being something similar to the new walking pathway at Fairfax Park (*a stamped, stained concrete*) or a stone alternative. Mayor Goodwin asked if the proposed pathway would be utilized to demarcate the areas proposed for

ground cover and those areas proposed for grass, and Mr. Armstrong confirmed the pathway would serve as a boundary for each of these areas.

Council Member Penfold asked about the pathway termination and Mr. Armstrong briefly reviewed the proposed design alternatives regarding the potential pathway layouts. Mr. Galloway reviewed the proposed drainage improvements within the pathway areas.

Mr. Galloway discussed potential tree removal in the east end of the park that would be necessitated by the proposed drainage improvements and the placement of drainage inlets. Some of these trees are in declining health and would be recommended for removal at this time without the drainage improvements and some of the trees are recommended for removal due to the proposed grade changes to accommodate the proposed drainage improvements. Mr. Armstrong added that the design alternatives include adding some new trees to mitigate the recommended tree removal. Council Member Grisham mentioned that some trees appear to have been removed and asked if this was the case, and Mr. Armstrong confirmed that there were some trees that have been recently removed due to declining health.

Mr. Galloway discussed the existing drainage inlet and reviewed the previous drainage design history on the east end of the park. Council Member Penfold asked if the proposed design keeps this inlet, and Mr. Galloway confirmed that it would remain. Mr. Galloway added that the proposed grade changes on the east end of the park should improve the existing drainage inlet's performance. Council Member Penfold asked about the stonework on the inlet and Mr. Galloway mentioned that this was added in order to enhance the aesthetic qualities of the inlet, and stone work example would be improved.

Council Member Penfold asked about the property easement at the very east end of the park and Town Administrator Lindley reviewed the limits of the property easement and recent history regarding the property easement. Town Administrator Lindley stated that Town staff would research the wire espalier and vines that have been installed that restricts access to a portion of the property easement and would work with the residents regarding the Town Council's consideration of the fencing.

At 9:09 a.m. Town Council, Town staff and the consultants walked back towards the park entrance. Mayor Goodwin mentioned the recent tree maintenance that included a large amount of brush removal on the east end of the park. Council Member Penfold asked about berm improvements that adjacent residents have constructed, if this was to prevent or limit drainage runoff from entering their property. Mr. Galloway confirmed that this appears to be the case and mentioned that the proposed grade changes should alleviate the runoff coming through the park property.

Council Member Penfold mentioned that an extended pathway towards the east end of the park would appear to support the service and maintenance of the park property and asked if park benches were proposed for installation with the current design alternatives. Mayor Goodwin replied that this is an item that needs to be discussed further as the design progresses.

Mr. Armstrong stated that the current design alternatives address the mission to have no standing water and to solve the drainage issues on the property and mentioned that while the proposed improvements will mitigate the mosquito control issues, it will not eliminate them altogether. Mayor Goodwin discussed a short-term mosquito mitigation alternative that has been effective for her use.

Mr. Galloway reviewed the proposed drainage design with the Town Council, including the placement of the drainage inlets, generally reviewed the proposed grading changes that will facilitate drainage from the property, mentioned that grade changes are not possible under the tree areas but stated that ground cover would be utilized to minimize runoff, reviewed a new 24" pipe that would be installed to connect with the current 24" pipe at the east end of the park, and that this design would take water runoff to Armstrong Avenue. Council Member Penfold asked about leaves getting into the inlets, and Director Chapin added that the proposed inlets are open-sided and that this will mitigate debris entering the inlets. Council Member Penfold asked if the open-sided inlets are easy to clean, and Director Chapin confirmed that they would be easy to clean. Mayor Goodwin asked if the inlet option gives more opportunity for grass and Director Chapin confirmed this and added that the existing sanitary sewer manholes would be relocated closer to the boundaries of the individual properties.

Council Member Novakov asked if the Town should develop a list for distribution that states what the Town has done to date and explains what more the Town will be doing with the proposed design. Mayor Goodwin agreed and directed Town staff to work on developing this letter for distribution.

Town Administrator Lindley asked if there were outstanding questions, concerns or issues that the Town Council would like to further discuss. Council Member Penfold asked about a potential fence on the east end of the park that would limit pedestrian access around the drainage inlet and the property easement. Mr. Galloway replied that the design team would work the fencing and recommend locations for the fencing as a part of the design process. Council Member Myers added that there needs to be some type of barrier in the area, whether it is a fence or achieved with landscaping.

There being no further discussion, Mayor Goodwin adjourned the meeting at 9:24 a.m.

Approved on this the 18th day of September 2020.

APPROVED:



Margo Goodwin

Mayor

ATTEST:

A handwritten signature in cursive script that reads "Tempest Brunson".

Tempest Brunson
Interim Town Secretary