

**Bastrop Parks and Recreation / Public Tree  
Advisory Board Agenda**

Bastrop City Hall City Council Chambers  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



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**January 13, 2025**

**Agenda - Parks and Recreation / Public Tree Advisory Board at 5:30 PM**

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*Bastrop Parks and Public Tree Advisory Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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**1. CALL TO ORDER**

**2. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.*

*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.*

**3. REPORTS**

**3A. [Receive a report on the operations of the Parks & Recreation Department](#)**

[Submitted by: Terry Moore, Parks and Recreation Director](#)

- 3B. [Receive a report on the operations of the Bastrop State Park.](#)  
[Submitted by: Nathanael Gold, Bastrop and Buescher State Parks Complex Superintendent and Terry Moore, Parks and Recreation Director](#)
- 3C. [Receive and review Bird City Coalition Report](#)  
[Submitted by: Luke Thompson, Bird City Committee and Terry Moore, Parks and Recreation Director](#)
- 3D. [Receive a report on the Parks and Recreation Director's monthly update.](#)  
[Submitted by: Terry Moore, Parks and Recreation Director](#)
- 3E. [Discussion and changes in the operations of Mayfest Park](#)  
[Submitted by: Doug Haggerty, Building and Facilities Manager and Deborah Jones, Board Chair](#)

#### **4. WORKSHOP**

- 4A. [Discussion on the suggested Tree and Preferred Plant List ordinance.](#)  
[Submitted by: Terry Moore, Parks and Recreation Director](#)
- 4B. [HYPERLINK "appISf29a5c9b100a4594b12ad9f4d9c68527"Discussion of the proposed public Open Space and Community Enrichment Fund ordinance.](#)  
[Submitted by: Vivianna Andres, Asst to the City Manager](#)

#### **5. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 5A. [Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Thursday, November 7, 2024 Regular Meeting.](#)  
[Submitted by: Terry Moore, Parks and Recreation Director](#)
- 5B. [Receive updates on the Working Task Force.](#)  
[Submitted by: Deborah Jones, Parks and Recreation Board Chair and Terry Moore, Parks and Recreation Director](#)
- 5C. [Update and discuss Parks and Recreation Master Plan](#)  
[Submitted by: Terry Moore, Parks and Recreation Director](#)
- 5D. [Recommendations and Actions on the suggested Tree and Preferred Plant List ordinance.](#)  
[Submitted by: Terry Moore, Parks and Recreation Director](#)

- 5E. [Recommendations and Actions on the suggested Public Open Space and Community Enrichment Fund ordinance.](#)

[Submitted by: Terry Moore, Parks and Recreation Director](#)

## 6. **ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Tuesday, January 7, 2025 at 12:05 p.m. and remained posted for at least two hours after said meeting was convened.

/s/ Marco Olivares

Marco Olivares, Parks and Recreation Technician



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Receive a report on the operations of the Parks & Recreation Department

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Review the City of Bastrop Parks & Recreation monthly operational report

**FISCAL IMPACT:**

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**RECOMMENDATION:**

NA

**ATTACHMENTS:**

Parks & Recreation operational update



# City of Bastrop PARKS & RECREATION

January 9, 2025

## Special events:

- Mysterious Circus, Jan 16, 17 & 18, 2025, Mayfest
- Mardi Gras, Feb 1, 2025, Downtown
- Bailey's Bull Bash, March 22, 2025, Mayfest
- Lights Camera Stunt Show event/March 29, 2025, Mayfest
- Pride Street Faire/June 6, Downtown

## Parks Operations Review

- Parks Crews helped the Master Gardner build a Hügelkultur bed at the community garden.
- Parks Crews painted the bathrooms at Hunters Crossing.
- Calls were received from concerned parents the week of November 7<sup>th</sup> about the removal of the fence around the playscape at Fisherman's Park. The old fence was removed when new mulch was added. The fence was in such disrepair the decision was made to just remove it completely. On Thursday, the crew installed a temporary fence along the parking lot and river sides of the playscape to accommodate the concerns. Final decisions are being completed for the design and replacement of the permanent fence.
- Parks Crews repaired the steps at the Gingerbread House and decorated railings and other areas in Fisherman's Park with Christmas lights in prep for the River of Lights.
- Parks Crews replaced the gate track at the Pine Street dumpster.
- Parks Crews installed September 11th memorial signage at Fisherman's Park.
- Parks Crews installed new trash cans at Fisherman's Park.
- Parks Crews completed routine mowing and tree trimming at various locations.

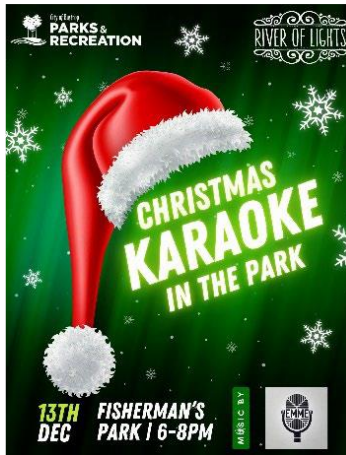






Recreation Operations:

- Our free Walk/Run to Health program was held in October-November. We loved seeing our community members preparing themselves for the Run This Town event in December!
- Youth Discovery participants learned about bats and created at-home fire escape plans and got to hang out with our local firefighters in October, learned about chemistry and made volcanoes in November, and learned physics by making Christmas catapults and fake snow in December.
- We were thrilled to be invited to the Food Pantry's Brown Bag Senior Health and Wellness Fair. Lots of great vendors and resources!
- Partnership with the Master Naturalists to provide a FREE Junior Master Naturalist program for families. The Fall program did great with high attendance. Another session coming Spring 2025.
- Cooking for Change is a FREE program in partnership with the Family Crisis Center to enhance youth's cooking skills while discussing what positive impacts they can have in their community!
- Fall Pumpkin Painting took place at the Recreation Center on October 25, 2024. Families came and put their creative minds to a canvas....or in this case a pumpkin.
- Boot Scootin' took place at Fisherman's Park on Wednesdays from 11/6-12/18.
- Fall Back Fun Ride! The weather cleared just in time for a beautiful bike ride at Bob Bryant on November 2nd from 5-7PM.



**Junior Master Naturalist Program**

Classes for children and families!

Learn about Texas birds, insects, reptiles, plants, water and nature journaling. Each session will include activities and games!

**Time: 10AM-11:30AM**

**Location: Bob Bryant Park Pavilion (600 Charles Blvd.)**

**Save the dates:**

Fall 2024: Sep 14 & 28, Oct 12 & 26, Nov 9  
Spring 2025: March 8 & 22, Apr 12 & 26, May 10

Register at: [www.cityofbastrop.org/recreation](http://www.cityofbastrop.org/recreation)  
Presented by: Texas Master Naturalist - Lost Pines Chapter



**WINTER DISCOVERY DAYS:**  
OBSERVE INVESTIGATE CREATE EXPLORE FUN!

- DATE: JANUARY 2-3 • TIME: 9AM-1PM
- AGES: 6-12 YEARS
- LOCATION: LOST PINES ART CENTER (1204 CHESTNUT ST)
- PROGRAM FEE: FREE
- REGISTER NOW @ CITYOFBASTROP.ORG/RECREATION

LOST PINES ArtCenter  
BASTROP, TEXAS

City of Bastrop PARKS & RECREATION



**Winter Kiddos' Pickleball Clinic**

FREE FREE FREE

Jan 2nd & 3rd  
2PM - 4PM  
Ages 10-15 years

Fisherman's Park  
Tennis Court  
(1200 Willow St)

REGISTRATION REQUIRED



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Receive a report on the operations of the Bastrop State Park.

**AGENDA ITEM SUBMITTED BY:**

Nathanael Gold, Bastrop and Buescher State Parks Complex Superintendent  
Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Review the Bastrop State Park monthly operational report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review the Bastrop State Park monthly operational report.

**ATTACHMENTS:**

NA





# STAFF REPORT

**MEETING DATE:** January 9, 2025

**AGENDA ITEM:**

**TITLE:**

Bird City Coalition Report

**AGENDA ITEM SUBMITTED BY:**

Luke Thompson, Bird City Committee  
Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Review staff Bird City Coalition Report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Receive Bird City Coalition Report.

**ATTACHMENTS:**

N/A



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Receive a report on the Parks and Recreation Director's monthly update.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Report to include updates on items from previous meetings.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**

Report Attached



Directors Report  
January 3, 2025

These are general updates on items that were discussed at previous meetings or were not included in the operations report.

- The appraisal from Jim Bob Dooley for the land used in Bob Bryant Park for the water plant is expected to be received the first of the year. When it is received, we can continue to negotiate with TPWD to become grant compliant.
- Bastrop Little League lease for the use of the fields was terminated by the city council on 12/17/24 with a 30-day notice. The city manager has directed both baseball programs to come back with a proposal by 1/31/25 to determine the use of fields. The fields will be shared based on registration.
- The concrete slab next to the Fisherman's Park pavilion was raised and is now ADA compliant. The water fountain and sidewalk were also brought into compliance.
- Bob Bryant Playscape rebuild is scheduled for 2/22/24. We are looking for volunteers to assist.
- The playscape fence at Fisherman's Park has been replaced.
- The department has applied for the LCRA Steps Forward Grant. If accepted, employees from LCRA will repaint the BBP Pavilion. We should know before April if it was accepted.
- Farm Street Village update: The city closed on the property. It's in a flood zone. The intention is to keep it as open space since it's also partially in a floodway.
- Basketball Courts rehab update: new backboards, break-away rims, and nets for all four courts have been received and are scheduled to be installed the first of the month. Green paint is on backorder. Restriping estimate has been received at \$8700 for the entire project which puts us way over budget. Staff is currently looking at other options.
- Splash Pad update – on 12/6/24 city staff met with Landmark Aquatics to discuss options for creating a recirculation system on the current facility. By his estimation, it can be done with a cost of approximately \$500,000. His suggestion was to do the resurfacing for the 2025 season. And to start planning an expansion and addition of the recirculation for the FY26 budget year. Staff will continue to work on this project and keep the board updated.
- Playground mulch grant update: Lost Pines Toyota and Ascension Catholic Church have offered a grant to the Parks & Rec Department to provide engineered kiddie mulch to replace the gravel in the Kerr Community Park playground. This is part of the Heads Up! Program. The goal is to go to council in January to accept the donation. The installation of mulch will be in February.
- Kerr Community Park benches/tables/trashcans have been ordered and are scheduled for replacement by mid-February.
- Meeting with the museum 1/6 to discuss the processes of working with them to update the park historic signs.



# STAFF REPORT

**MEETING DATE:** January 9, 2025

**AGENDA ITEM:**

**TITLE:**

Discussion and changes in the operations of Mayfest Park

**AGENDA ITEM SUBMITTED BY:**

Doug Haggerty, Building and Facilities Manager  
Deborah Jones, Board Chair

**BACKGROUND/HISTORY:**

N/A

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Receive report from Doug Haggerty on facility maintenance and task force update.

**ATTACHMENTS:**

N/A





# STAFF REPORT

**MEETING DATE:** January 9, 2025

**TITLE:**

Discussion on the suggested Tree and Preferred Plant List ordinance.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

The current city building code is being updated as it pertains to tree mitigation and preferred plant list. The board can make recommendations and suggestions to the council.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

To make a recommendation on changes to the code.

**ATTACHMENTS:**

Exhibit Proposed Tree and Plant List



# STAFF REPORT

**MEETING DATE:** December 19, 2024

**TITLE:**

- 1) **1. Hold public hearing, consider, and act to amend section 6.3.004 PROTECTED & HERITAGE TREES to decrease the caliper per tree that will be protected from future development.**

*This amendment seeks to increase protection of trees by reducing the caliper inch for when mitigation begins from 13 caliper inches.*

- 2) **2. Hold public hearing, consider, and act to amend section 6.3.004 PROTECTED & HERITAGE TREES to add the requirement of a tree survey, add penalties, and further explanation of the requirements for tree protection.**

*This amendment seeks to improve tree protections by adding requirements for a tree survey and also adding penalties when not followed.*

- 3) **3. Hold public hearing, consider, and act to amend TABLE 2.1.003 PREFERRED PLANT LIST in the Technical Manual to add the Pecan Tree amongst others and remove some current trees.**

*This amendment seeks to additional species to the existing plant list and remove some trees based on recommendations from the native plant society and independent arborists.*

- 4) **4. Hold public hearing, consider, and act to amend Chapter 10, Definitions to include definitions of ISA-Certified Arborist, Native Plants and others.**

*This amendment seeks to clarify definitions*

- 5) **4. Hold public hearing, consider, and act to amend Appendix A, Fee Schedule for tree mitigation fees, and establish penalty for violation.**

*This amendment seeks to clarify the cost of mitigation, and introduce a penalty for violation.*

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Kennedy Higgins, Senior Planner, Development Services Department

**BACKGROUND/HISTORY:**

The B3 code was adopted in November of 2019, and subsequently amended in April of 2022. From 2016 to 2023, Bastrop's population grew by approximately 34.3%. With the increased growth from Austin to the west, the availability of large land parcels, the availability of water, and abundant natural resources, the growth shows no signs of slowing.

***“The intent of the Code is to establish the Standards that enable, encourage, and ensure the community achieves:***

- ✓ ***Fiscal Sustainability***
- ✓ ***Geographically Sensitive Developments***
- ✓ ***Perpetuation of Authentic Bastrop” pg. 11 – B3 Code***

While the aspirational ideas envisioned in the preamble of the B3 code (as noted above) to provide for fiscal sustainability, geographically sensitive developments, and perpetuation of Authentic Bastrop, several segments of the code accomplished just the opposite.

The B3 code removed several key factors to preserving the natural environment .

***“Retain its natural infrastructure and visual character derived from topography, woodlands, farmlands and waterways;.” Pg 12 -The B3 Code***

While that may be a lofty aspirational goal, without increased protections for the natural environment, the minimal tree standards and penalties for removal of trees in the B3 creates a situation where it is easier to cut down trees, than it is to save them.

The proposed amendments for Sections 6.3.004 Protected & Heritage Trees, and Table 2.1.003 Preferred Plant List (B3 Technical Manual), are proposed to rectify the original intent of the B3 code which allows for any tree not on the preferred plant list to be taken down without penalty.



**TABLE 2.1.003 PREFERRED PLANT LIST**

Canopy		Accent	Grasses and Shrubs
American Elm	Texas Hickory	Crape Myrtle	Anthony Waterer Spirea
Austrian Pine	Texas Red Oak	Deciduous Magnolia	Apache Plume
Bald Cypress	Western Soapberry	Eastern Red Cedar	Autumn Sage
Black Jack Oak		Eve's Necklace	Dwarf Wax Myrtle
Bur Oak		Mexican Buckeye	Gray Santolina
Caddo Maple		Mexican Plum	Gulf Muhly
Cedar Elm		Red Bud	Indian Grass
Chinese Pistache		Smoke Tree	Inland Sea Oats
Chinquapin Oak		Vitex	Lindheimer Muhly
Lacebark Elm		Wichita Blue Juniper	Little Bluestem Grass
Live Oak			Little Bunny Fountain Grass
Loblolly Pine			Mexican Feather Grass
Magnolia			Rose Creek Abelia
Post Oak			Rosemary
Red Cedar			Seep Muhly
Shumard Red Oak			Texas Sage
Southern Magnolia			
Sweetgum			

Currently, mitigation for removal of a tree starts at 13 caliper inches, as long as the tree is on the preferred plant list. If it is not on the preferred plant list (see above), no mitigation is required. One important thing to note is that the Pecan tree (Texas state tree) is not on that list. State legislation allows Cities to begin mitigating at as low as 10 inches. This amendment to the B3 code will ensure that more trees will either be protected, or there will be a fee in lieu of in order to cover the cost of a replacement tree.

Additionally, a tree survey is required for any tree on a property that is over 6 inches. There are not currently regulations around the tree survey. These amendments will add an expiration date to the tree survey, to ensure that an accurate and recent survey of the trees on site is provided. It will also add further requirements to ensure adequate protections. \*From the last meeting White Mulberry has been removed as it is invasive per the native plant society.

One recommendation from independent arborists is to use the Arbor Day Foundation Tree list. This list has many trees, but does also include some invasive species and trees that might not thrive here since it is not a Texas specific list.

The proposed amendment to the tree protections allows residents and visitors enjoy the natural environment and the trees that are so vital to the community.

**FISCAL IMPACT:**

None



**RECOMMENDATION:**

Recommend the amendments as proposed by staff.

**ATTACHMENTS:**

1. B3 Code Proposed Amendment in redline

## B3 Code changes

## SEC. 6.3.004 PROTECTED &amp; HERITAGE TREES

- (a) Tree Determinations: Protected or heritage tree designations are determined by measuring at the height of the tree at 4.5 feet above the ground or Diameter at Breast Height (DBH), for various tree species for purposes of applying the Standards of this section. Multi-trunk trees are to be measured with the largest trunk counting for full DBH inches plus 50 percent of the DBH sum of the additional trunks, if the tree is classified as protected or heritage.

When the trunk branches or splits less than 4.5 feet from the ground, measure the smallest circumference below the lowest branch. See Figure 6.3B. If the tree has a branch or a bump at 4.5 feet, it is better to measure the diameter slightly below or above the branch/bump.

- (b) No grading or tree removal shall take place on any undeveloped property without obtaining a permit unless exempted from this code
- (c) Tree Survey
- (1) A tree survey and preservation plan for all areas of soil disturbance and construction activity including all work within rights-of-way and easements shall be submitted within a zoning concept scheme application. If rezoning is not applicable for a property, then this document shall be submitted at the time of public improvement plans or site development plans, whichever is first.
  - (2) The tree survey and preservation plan shall be approved and signed by an ISA-certified Arborist and licensed surveyor and the information submitted shall not be older than two years.
  - (3) The tree survey and preservation plan must be reviewed
  - (4) The requirement of a tree survey and preservation plan may be appealed to the Planning and Zoning Commission. If sufficient information is provided to review the various provisions of this Code and the Commission determines that a tree survey and preservation plan is not necessary, the Commission may recommend that this requirement may be waived by the City Council the City Council shall make the final decision on whether a tree survey and preservation plan is necessary for development.

- (d) Protected Trees:

- (1) Tree species listed in the Preferred Plant List in the B3 Technical Manual with a ~~43 caliper inch~~ 10-inch caliper diameter or greater measured at the DBH.
- (2) Protected trees must be preserved, protected, and integrated in the Development of the property.
- (3) Proposed Removal of healthy protected trees must be submitted for approval to the DRC.

(4) Granted Removal of protected trees shall be replaced by planting trees from the Preferred Plant List in the B3 Technical Manual, on the property equal to the total caliper inches of the trees removed, measured at 12 inches in height from the ground.

Strict

i. Said replacement trees shall be a minimum of four-inch (4") diameter (measured at twelve [12"] above ground) and seven (7') in height when planted.

i. A sufficient number of trees shall be planted to equal, in caliper, the caliper of the tree removed. Said replacement trees shall be a minimum of three (3) inches caliper when planted.

ii. A replacement tree that dies within two years of the date it was planted must be replaced by another replacement tree in compliance with this Code.

(5) Alternative compliance may be submitted to the DRC for approval or a fee in lieu shall be paid if the Site can not meet the Standards of this section. See the City Fee Schedule for tree replacement cost.

(6) This mitigative measure is not meant to supplant good site planning. Tree replacement will be considered only after all design alternatives, which could save more existing trees, have been evaluated and reasonably rejected.

(e) Heritage Trees:

(1) Tree species listed in Preferred Plant List in the B3 Technical Manual with a 24 caliper inch circumference or greater measured DBH.

(2) Heritage trees must be preserved, protected, and integrated in the Development of the property.

(3) Proposed Removal of healthy heritage trees must be submitted for approval to the DRC.

(4) Granted Removal of heritage trees shall be replaced by planting trees from the Preferred Plant List in the B3 Technical Manual, on the property equal to the total caliper inches removed, measured at 12 inches in height from the ground.

Option 1 Strict

i. Said replacement trees shall be a minimum of four-inch (4") diameter (measured at twelve [12"] above ground) and seven (7') in height when planted.

Option 2 Moderate

i. A sufficient number of trees shall be planted to equal, in caliper, the caliper of the tree removed. Said replacement trees shall be a minimum of three (3) inches caliper when planted.

ii. A replacement tree that dies within two years of the date it was planted must be replaced by another replacement tree in compliance with this Code.



(5) Alternative compliance may be submitted to the DRC for approval or a fee in lieu shall be paid if the Site can not meet the Standards of this section. See the City Fee Schedule for tree replacement cost.

(6) This mitigative measure is not meant to supplant good site planning. Tree replacement will be considered only after all design alternatives, which could save more existing trees, have been evaluated and reasonably rejected.

(g) Tree Preservation Credits.

(1) For every healthy protected tree ten (10) inches caliper or larger) located outside of the flood plain that is preserved, the developer shall be given credit, according to the following chart. When interior parking lot landscaping is also required, only those trees preserved in the parking area shall be considered for credit for the parking area, according to the following:

i. Trees ten (10) inches to twenty-four (24) inches caliper: one and one-half (1½)" inches credit for each one (1) inch preserved.

ii. Trees over twenty-four (24) inches caliper: Two (2) inches credit for each one (1) inch preserved.

iii. Healthy unprotected trees, over twelve (12) inches in size, located outside the flood plain, may be considered for tree credits only when individually field inspected and approved by a designated representative of the City of Bastrop.

(h) Replacement of Trees.

- (1) In the event it is necessary to remove a tree six (6) inches caliper or larger, the developer, builder or property owner shall be required to replace the tree to be removed with comparable or better spacious trees somewhere within the planned development or subdivision. The City Council may allow such trees to be located to other areas in the City if it is deemed necessary by City staff, and space is available. Otherwise, the developer, builder or property owner shall, at the City's option, escrow funds sufficient to meet the requirements of this Ordinance
- (2) Trees planted to satisfy landscape requirements that are indicated herein, and successfully transplanted trees, shall count toward the tree replacement requirements, inch for inch. Transplanted trees must successfully survive one (1) full year after planting to count as a preserved tree.

(f) Exempt Trees:

- (1) Any protected or heritage trees determined to be diseased, overly-mature, dying or dead, by an ISA certified arborist are exempted from the Standards of this Code.
- (2) All invasive species identified by an ISA-certified arborist will receive invasive species credits.

Definitions to be added to Chapter 10:

ISA-Certified Arborist = International Society of Arboriculture tested and certified to have a professional level of knowledge and skill in the field of arboriculture.



Native Plants = are plants that have been growing in a particular habitat and region, typically for thousands of years or much longer. Also called indigenous, they are well adapted to the climate, light, and soil conditions that characterize their ecosystem. Within this system, they have evolved tremendously important co-evolutionary relationships with the other plants, animals, fungi, and bacteria present, and these very complex relationships keep that particular ecosystem stable.

Invasive Plants = plants that are not native to a particular habitat, and once introduced, they move aggressively into a habitat and monopolize resources such as light, nutrients, water, and space to the detriment of other species.

Technical Manual Changes

<b>Canopy <u>Shade</u> <u>Trees</u></b>		<b>Accent <u>Small</u> <u>Medium Native and</u> <u>Ornamental Trees</u></b>		<b>Grasses and Shrubs <u>Native</u> <u>Grasses</u></b>	
American Elm	Lacebark Elm	Crepe Myrtle	Wichita Blue Juniper	Anthony Waterer Spirae	Indian Grass
Austrian Pine	Chinquapin Oak	Deciduous Magnolia	Red Bud	Little Bluestem Grass	Lindheimer Muhly
Bald Cypress	Post Oak	Eastern Red Cedar <u>(ST)</u>	Vitex	Apache Plume	Little Bunny Fountain Grass
Black Jack Oak	Texas Hickory	Eve's Necklace	Mexican Plum	Autumn Sage	Mexican Feather Grass
Bur Oak	Loblolly Pine	Mexican Buckeye	<u>Red Buckeye</u>	Dwarf Wax Myrtle	Rose Creek Abelia
Caddo Maple	Texas Red Oak	Smoke Tree	<u>Mexican Buckeye</u>	Gray Santolina	Rosemary
Cedar Elm	Western Soapberry	<u>Arroyo Sweet Wood</u>	<u>Kidney Wood</u>	Inland Sea Oats	Seep Muhly
Chinese Pistache		<u>Rough Leaf Dogwood</u>	<u>Persimmon</u>	Gulf Muhly	Texas Sage
Magnolia	Southern Magnolia	<u>Red Mulberry</u>	<u>Possumhaw</u>	<u>Side Oats Gramma</u>	<u>Weeping Muhly</u>
Live Oak		<u>Flame Leaf Sumac</u>	<u>Yaupon</u>	<u>Big Blue Stem</u>	<u>Black Stockings Napier Grass</u>
Sweetgum	<u>Hackberry</u>	<u>Evergreen Sumac</u>	<u>Mexican Olive</u>	<u>Blue Gramma</u>	<u>Princess Caroline Napier Grass</u>
<u>Texas Ash</u>	<u>Pin Oak</u>	<u>Mountain Laurel</u>	<u>Desert Willow</u>	<u>Gulf Coast Muhly</u>	
<u>Wafer Ash</u>	<u>Monterrey Oak</u>	<u>Goldenball Lead Tree</u>	<u>Soap Berry</u>		
<u>Box Elder</u>	<u>Montezuma Cypress</u>	<u>Ratama or Palo Verde</u>	<u>Fragrant Sumac</u>		
<u>Bodark</u>	<u>Mexican Sycamore</u>	<u>Southern Wax Myrtle</u>	<u>Huisache</u>		
<u>Catalpa</u>	<u>Lacey Oak</u>		<u>Barbados Cherry</u>		
<u>Shumard Red Oak</u>	<u>Pecan Tree</u>				
<u>Green Ash</u>	<u>Farkleberry</u>				

## Appendix A-

Tree Mitigation Fee- \$600 per 4 caliper inch Tree \$150 per 1 caliper inch.

Penalty.Option 1 -Strict

Penalties for Unauthorized Removal of Trees. If any tree is removed from any real property, including injury to a tree resulting from the owner's failure to follow required tree protection guidelines, that results in or may reasonably be expected to result in the death of the subject tree(s), the property owner shall be determined to be in violation of this Ordinance.

Any person or corporation violating any of the provisions of this ordinance shall upon conviction be fined the sum of two thousand dollars (\$2,000.00) per day; and each and every day that the provisions of this ordinance are violated shall constitute a separate and distinct offense. In addition to the said penalty provided for, the right is hereby conferred and extended upon any property owner owning property in any district where such property owner may be affected or invaded by a violation of the terms of the ordinance to bring suit in such court or courts having jurisdiction thereof and obtain such remedies as may be available at law and equity in the protection of the rights of such property owners.

Option 2-Moderate

1. Any person, firm, corporation, agent, or employee thereof who violates the provisions of this Code by removing trees without a permit shall be guilty of a misdemeanor and upon conviction hereof shall be fined in an amount not to exceed two hundred and fifty dollars (\$250.00) per caliper inch of the tree(s) removed not to exceed two thousand dollars (\$2,000) per incident.

2. A person firm, corporation, agent, or employee thereof violates any other provisions of this Code shall be guilty of a misdemeanor and upon conviction hereof shall be fined a minimum of five hundred dollars (\$500.00) but not to exceed two thousand dollars (\$2,000) per incident. The unlawful injury, destruction or removal of each protected tree shall be considered a separate incident and each incident subjects the violator to the maximum penalty set forth herein per tree.



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Discussion of the proposed public Open Space and Community Enrichment Fund ordinance.

**AGENDA ITEM SUBMITTED BY:**

Vivianna Andres, Asst to the City Manager

**BACKGROUND/HISTORY:**

Presentation and discussion of the proposed ordinance.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

To make a recommendation on changes to the code.

**ATTACHMENTS:**

Exhibit Proposed Public Open Space Community Enrichment Fund

## Chapter 17

# PUBLIC OPEN SPACE AND COMMUNITY ENRICHMENT FUND

### Sec. 17.01.001 Purpose.

- A. The purpose of this Section is to provide City planned recreational areas in the form of public parks as a function of the subdivision of land for residential uses and site development in the City.
- B. Public parks are those public open spaces providing for a variety of outdoor recreational opportunities and located at convenient distances within a development from a majority of the residences to be served by said development. The primary cost of public parks should be borne by the City with the assistance of the ultimate residential property owners or developer who, by reason of the proximity of their property to such parks, shall be the primary beneficiaries of such facilities.

### Sec. 17.01.002 Applicability.

Public Park dedications shall be established at the time of filing a subdivision plat with the City of Bastrop. The development/developer will have the option to choose to pay a fee-in-lieu to the City of Bastrop to mitigate the parkland dedication requirements established in this Section. The fee will be assessed at the time of the filing of the plat with the City of Bastrop, and collected prior to the recordation of the plat at the Bastrop County Clerk's Office.

### Sec. 17.01.003 Exemptions.

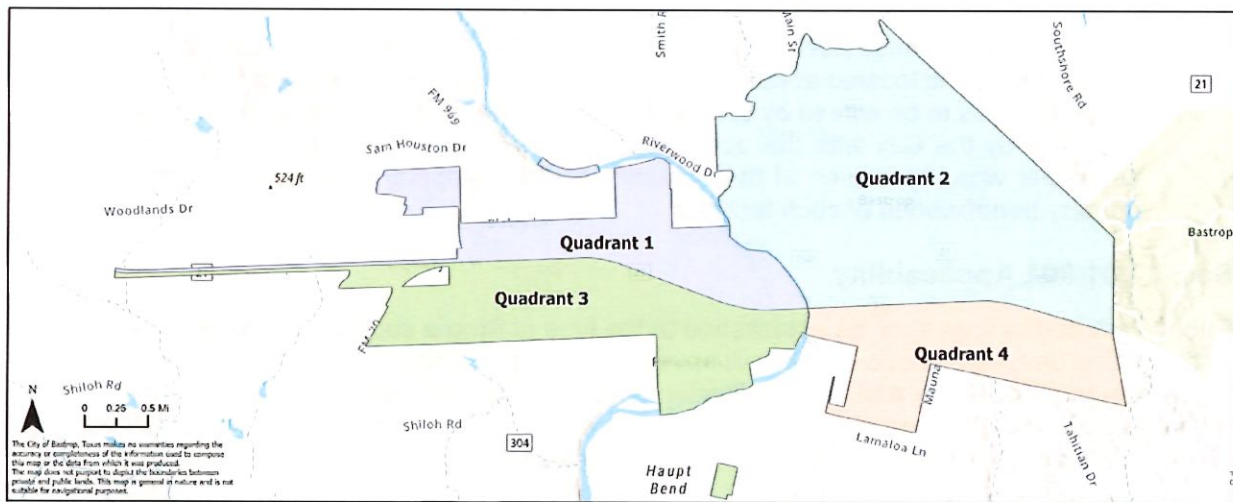
- A. The following shall be excluded from the requirements of this Section:
  1. Land developed for nonresidential uses;
  2. Preliminary Plats shall either demonstrate the developments ability to satisfy the Parkland dedication requirements of this ordinance, OR have a plat note added to the face of the plat acknowledging the obligation to pay a fee-in-lieu in place of parkland dedication, which will be assessed at the time of submitting any plat for the project with for the purpose of recordation, and will be collected prior to the recordation of said plat at the Bastrop County Clerk's Office.
  3. Amending plats which have previously satisfied the requirements of this Section, OR are not creating additional lots;
  4. Other exemptions?

### Sec. 17.01.004 Park Development Fund.

- A. A special fund is established for the deposit of all sums paid in lieu of land dedication in accordance with this Section or any preceding regulations. The fund shall be known as the "Park Development Fund."



- B. The City shall account for all sums paid in lieu of land dedication under this Section with reference to the individual plats involved. Any funds paid for such purposes shall be expended by the City within seven years from the date received by the City for the acquisition or development of public parks.
  - 1. Such funds shall be considered to be spent on a first-in, first-out basis. If not so expended, the owners of the property on the last day of such period shall be entitled to a refund of such sum. The owners of such property shall request such refund in writing within 12 months of the last day of the seven-year period, or such refund right shall be terminated.
- C. If the City accepts the fee-in-lieu of land, the fees shall be placed in the City's Park Development Fund and shall be used within the applicable City Development Quadrant as established by the exhibit below.



\*Please reference Appendix A - Fee Schedule, Parkland Dedication for the fee-in-lieu amount

**Sec. 17.01.005 Land Dedication.**

- A. Whenever a final plat within the City's jurisdiction (City limits) for the development of a residential subdivision is filed with the City of Bastrop, such plat shall contain a clear, fee simple dedication of an area of land within the subdivision to the City for park purposes.
- B. For subdivisions where all lots are for single-family housing types, the dedication requirement shall be determined by the ratio of 1 acre for each 100 proposed dwelling units. (Example: 1 dwelling unit (du) = 0.01 acres; 25 du's = 0.25 acres; 75 du's = 0.75 acres; 200 du = 2 acres.)
  - 1. For residential subdivisions creating less than 50 residential lots, a fee-in-lieu as established in Section 17.01.006 shall be required in place of parkland dedication.
- C. For subdivisions where lots are for multifamily housing types, the dedication requirement shall be determined by the ratio of 1 acre for each 200 proposed dwelling units. (Example: 1 dwelling unit (du) = 0.005 acres; 25 du's = 0.125 acres; 75 du's = 0.375 acres; 300 du = 1.5 acres.)
- D. For subdivisions with both single-family and multifamily housing types, the appropriate dedication requirement in paragraphs 17.01.005.B and 17.01.005.C shall apply proportionately.

- E. A preliminary plat shall show the area proposed to be dedicated under this Section. The required land dedication of this subsection may be met by payment of a fee-in-lieu of land when permitted or required by the other provisions of this Section.
- F. In the event that parkland dedication is required due to the change of a subdivision developed for nonresidential use into a residential subdivision and a preliminary or final plat is not required, this dedication shall be met prior to the issuance of a building permit.
- G. The area of the park to be dedicated shall be measured and calculated at the centerline of any street bound by said park within the subdivision.
- H. Park entrances shall be located along collector or higher classification roadways.
- I. In the event that parkland being dedicated to the city has a portion of the property for dedication in the floodplain, the floodplain shall be no more than 20% of the overall property being dedicated to the city for open space.
- J. The developer shall be able to dedicate only a portion of the required land exaction in this ordinance and pay the fee-in-lieu of dedication for the remaining portion of the required land dedication. However, in this instance, the minimum land dedication shall be no less than 5 acres.
- K. Adequate vehicular access shall be provided for parkland operation and maintenance. For public parkland areas not fronting a public street right-of-way or backing up to properties, an access lot encumbered by a public access easement containing a trail connection, not less than thirty (30') feet in width, shall be dedicated and conveyed to connect to the public parkland a minimum of every 1,000 linear feet along the public street. The access lot shall be owned and maintained by the developer.

#### **Sec. 17.01.006 Park Enrichment Fee.**

- A. The City will require a fee to be known as the Park Enrichment Fee. The Park Enrichment Fee shall be made at or prior to the time of filing the plat for recordation at the Bastrop County Clerk's Office.
- B. The Park Enrichment Fee shall be met by a payment of \$250.00 per dwelling unit. The Park Enrichment Fee will be adjusted each year based on city council action as part of the fiscal budgeting process.
- C. The Park Enrichment Funds shall be used for the acquisition of land for a public park and/or the development or construction of improvements for a public park, including utility extensions required to serve recreational areas.

#### **Sec. 17.01.007 Park Development Improvements.**

A developer may propose to construct the public park improvements in lieu of the park development fees described in Subsection 17.01.006. Before the City can approve the developer's proposal, a recommendation for approval of proposed improvements is required from the Director of the Parks and Recreation Department. All improvements either shall be financially guaranteed or accepted by the City prior to the filing of the plat. The process of financial guarantee shall be the same as that found in Section 1.4.003 of the Bastrop Building Block (B3) Code. Once improvements are accepted by the City, the developer shall deed the property and improvements to the City.

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**Sec. 17.01.008 Additional Dedication.**

- A. If the actual number of completed dwelling units exceeds the figure upon which the original dedication was based, additional dedication shall be required and shall be made by the developer by payment of the cash in lieu of land or by the conveyance of additional land required by the City.
- B. For residential development where parkland was neither previously dedicated nor payment was made with the filing of a plat for recordation at the Bastrop County Clerk's Office, the additional dedication or payment in lieu of land required by this Section shall be made at the time of the building permit application.

**Sec. 17.01.009 Prior Dedication.**

- A. Credit shall be given for land dedicated or money paid in accordance with this Chapter.
- B. If a dedication requirement arose prior to the effective date of these provisions, that dedication requirement shall be controlled by the public open space dedication requirements in effect at the time such obligation arose, except that additional dedication shall be required if the actual density of structures constructed upon the property is greater than the previously- assumed density. Additional dedication shall be required only for the increase in density and shall be based upon the ratio set forth in Section 17.01.005 of this Section.

**Sec. 17.01.010 Additional Requirements.**

- A. Any land dedicated to the City under this Section shall be suitable for park and recreation uses as determined by the City.
- B. Detention or retention areas may be accepted in addition to the required dedication, but may not be the sole asset being dedicated for open space to the City. If accepted as part of the park, the detention or retention area design shall be as recommended by the Parks and Recreation Department and shall meet all park requirements consistent with the Parks, Recreation and Open Space Master Plan.
- C. Parks should be easy to access and open to public view so as to benefit area development, enhance the visual character of the City, protect public safety and minimize conflict with adjacent land uses. The following guidelines should be used in designing parks and adjacent development:
  - 1. Where physically feasible, park sites should be located adjacent to greenways or schools in order to encourage both shared facilities and the potential co-development of new sites.
  - 2. A proposed subdivision adjacent to a park shall not be designed to restrict reasonable access to the park from other area subdivisions. Street and greenway connections to existing or future adjoining subdivisions may be required to provide reasonable access to parks.
  - 3. Streets abutting a public park shall be built in accordance with the Master Transportation Plan and the standards of this Bastrop Building Block (B3) Code, Code of Ordinances, and any other applicable code; however, the City may require any local collector street built adjacent to a park to be constructed to a primary

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multi-modal street width along the park frontage to ensure access and prevent traffic congestion. The developer shall be entitled to oversized participation in such situations.

**Sec. 17.01.011 Review of Dedication Requirements.**

The City Council shall review the fees set forth in this Section only once every two years. The City Council shall take into account inflation as it affects land and park development costs as well as the City's targeted level of service for parkland per 1,000 population.







# STAFF REPORT

**MEETING DATE:** January 9, 2025

**TITLE:**

Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Thursday, November 7, 2024 Regular Meeting.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
  - 1. State the subject of each deliberation; and
  - 2. Indicate the vote, order, decision, or other action taken.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Approve, amend, or correct the minutes of the November 7, 2024 Regular Meeting Parks and Recreation / Public Tree Advisory Board.

**ATTACHMENTS:**

DRAFT November 7, 2024 Minutes

**MINUTES OF CITY OF BASTROP PARKS & RECREATION AND PUBLIC TREE ADVISORY BOARD**

**NOVEMBER 7, 2024**

The Bastrop Parks & Recreation and Public Tree Advisory Board met in a Regular Meeting on Thursday, November 7, 2024, at 5:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Rick Rivera, Krissie Fountain, Deborah Jones, Steven Forbert, Gail Sheehan, Margaret Robinson, and Nate Gold. Staff present were Doug Haggerty, Building and Fleet Manager; Marco Olivares, PW/Parks & Rec Technician; Terry Moore, Park & Rec Director.

**1. CALL TO ORDER**

At 5:32 p.m. Chair Deborah Jones called the meeting to order.

**2. ROLL CALL AND CONFIRMATION OF A QUORUM OF BOARDS MEMBERS PRESENT**

A quorum of 7 members were present. Rick Rivera, Krissie Fountain, Deborah Jones, Steven Forbert, Gail Sheehan, Margaret Robinson, Nate Gold.

Rick Rivera, Margaret Robinson, Krissie Fountain Steven Forbert, and Deborah Jones took the oath of office.

**3. STAFF, BOARD, AND COMMITTEE MONTHLY OPERATIONAL REPORTS**

**3A. Parks and Recreation Report**

Crew continues to make improvements and do maintenance in the parks. Including the bridge at Bob Bryant, all the safety bollards at the Little League Field, new water fountain installed at Fisherman's Park, cutting-planting and trimming trees. Recreation activities included the Pink Party, Walk to Run Program, Movies in the Park, Jr Master Naturalist Program and Boot Scooting.

**3B. Bastrop State Park Report**

Park attendance continues to increase. With a 8.97% increase in visitation from pre-fire times

Park acquired 33 acres to add to the protected land and habitat that they manage

**3C. Bird City Coalition Report**

Birding 101 Class starting – 1/17 to 2/7

**3D. Director Report**

The department has received a grant from Lost Pines Toyota to replace the playground surface at Kerr Community Park.

Fence around the playscape at Fisherman's has been removed and will be replaced before the end of the year.

**4. WORKSHOP**

*Discussion on the tree and parkland requirements in the current City of Bastrop Building Code.*

CM Carrillo-Trevino shared details with the board about the upcoming changes being proposed to the building as it pertains to the Parks & Recreation Department – primarily discussed was the proposal of a park development fee. Gail Sheehan made a motion to recommend to the Planning & Zoning Board to include a fee in lieu of land for developers to go to the Park Development Fund. Margaret Robinson seconded the motion. It passed unanimously.

There was also discussion about a % to go toward art. But no motion was made.

## 5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from Thursday, October 3, 2024 Regular Meeting.

Motion made to approve by Gail Sheehan, seconded by Krissie Fountain – Passed.

5B. 2025 Appointments/Election of Board Officers 2024-25 Term

Motion made by Gail Sheehan, seconded by Rick Rivera to keep the same structure. Deborah Jones as Chair, Margaret Robinson as Vice Chair, Nate Gold as Secretary.

5C. Discussion and changes in the operations of Mayfest Park

Doug Haggerty shared that the restrooms at Mayfest Park had been renovated, the parking lot has been restriped and new spots added, proposing a pole barn on the south end of the property and meeting with Troy Moore to discuss the addition of more electric around the arena.

5D. Receive updates on the Working Task Force.

Fireman's Park Revisioning – Rick, Steven and Margaret have had conversations about the site. Krissie asked to be included. The group will come back to the next meeting with additional information.

Parks Trails – Not ready to make a report.

Historical Signs – going to reach out to Bastrop Historical Society for help.

5E. Bastrop Volunteer Work Days 2025

Community Engagement- Krissie has organized a volunteer workday on 12/15 with BHS PALS.

Community Work Days are scheduled for Feb 22, May 31, July 12 and November 8.

5F. Discussion and report on the Paint the Parks Initiative

Gail is working on the criteria. Council member Myers suggested the board have a representative on the Cultural Arts Commission. Krissie has asked to work with Gail on this task force.

5G. Update and discuss Parks and Recreation Master Plan

No report

5H. Discussion of meeting dates in December and January

Gail Sheehan moved to cancel the meeting in December. Steven seconded and it passed unanimously.



Gail Sheehan moved to flex the January meeting to the second week. Margaret seconded and passed unanimously.

5I. Discussion of future agenda items

- Task Force Reports
- Volunteers
- Farm Street Village status update

ADJOURNMENT

Meeting was adjourned without objection.

APPROVED:

ATTEST:

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Chair Deborah Jones



# STAFF REPORT

**MEETING DATE:** January 9, 2025

**AGENDA ITEM:**

**TITLE:**

Working Task Force Updates

**STAFF REPRESENTATIVE:**

Deborah Jones, Board Chair

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

The board has taken action to initiate work by developing task force groups.

This agenda item gives the board an opportunity to: 1) Hear reports from established groups and 2) And an opportunity to discuss the needs to establish additional work groups.

Current Task Force Groups include:

Fireman's Park Revisioning

Paint the Parks initiative

Community Engagement/Volunteers

**FISCAL IMPACT:**

Unknown

**RECOMMENDATION:**

Establish effective working groups to assist with how the parks are used by residents.

**ATTACHMENTS:**

None



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**AGENDA ITEM:**

**TITLE:**

Update and discuss Parks and Recreation Master Plan

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

As part of Parks and Recreation Master Plan the Parks Board will review the City's parks and recreation assets.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

**ATTACHMENTS:**

N/A



# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Recommendations and Actions on the suggested Tree and Preferred Plant List ordinance.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Based on workshop discussion, the board can make recommendations to Planning and Zoning and/or City Council on the suggested changes.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

To make a recommendation on changes to the code.

**ATTACHMENTS:**

N/A





# STAFF REPORT

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**MEETING DATE:** January 9, 2025

**TITLE:**

Recommendations and Actions on the suggested Public Open Space and Community Enrichment Fund ordinance.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Based on workshop discussion, the board can make recommendations to Planning and Zoning and/or City Council on the suggested changes.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Make recommendations of support.

**ATTACHMENTS:**

N/A