

# Bastrop Parks and Public Tree Advisory Board

## Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



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July 07, 2022

## Agenda - Parks and Public Tree Advisory Board at 6:00 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. **STAFF AND BOARD BRIEFINGS**
    - 2A. [Parks Report](#)
    - 2B. [Bastrop State Park Report](#)
    - 2C. [Bastrop Recreation Report](#)
    - 2D. [Bird City Coalition Report](#)
    - 2E. [Council Liaison Report](#)
  3. **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. Alternately, if you are unable to attend the Board/Commission meeting, you may complete a citizen comment form with your comments at [www.cityofbastrop.org/citizencommentform](http://www.cityofbastrop.org/citizencommentform) at least two hours before the meeting starts on the requested date. Comments submitted by this time will be given to the Board/Commission during the meeting and included in the public record, but not read aloud. 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.*

#### **4. APPROVAL OF MINUTES**

- 4A. [Consider action to approve Parks and Public Tree Advisory Board minutes from the June 2, 2022 regular meeting.](#)

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

- 5A. [Update and discuss on Parks Master Plan](#)
- 5B. [Discussion on Parks Fee Schedule](#)
- 5C. [Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary](#)

#### **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: Thursday, June 30, 2022 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Sandy Holder

Sany Holder, Public Works Technician



# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 2A

**TITLE:**

Parks Report

**AGENDA ITEM SUBMITTED BY:**

Thomas Martinez, Crew Leader Parks  
Curtis Hancock, Director of Public Works

**BACKGROUND/HISTORY:**

Review staff Parks June Operational Report. Report will be in the agenda packet.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review staff Parks June Operational Report.

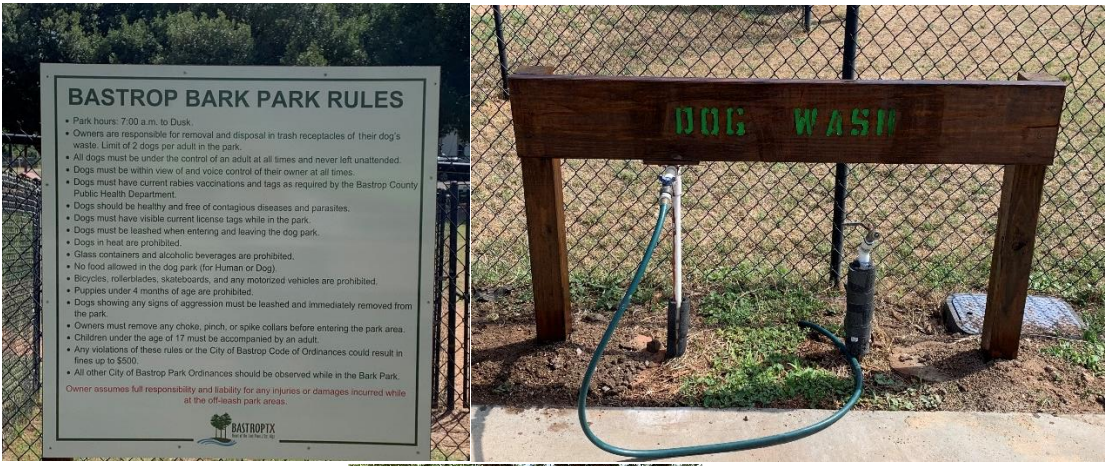
**ATTACHMENTS:**

Parks operational update



## Parks

- Parks staff replaced the old rules and wash station signs in the front of the Dog park.
- Parks continued painting the pipe fencing in Fishermans Park as well as repainting the lower pavilion.
- Parks staff installed two dog waste stations at the Bob Bryant disc golf course at hole 11 & 17 tee boxes.
- Parks staff began pruning trees in Fishermans park and the ROW into the park on Willow St.
- Parks continued pruning trees on Hwy 71 for vehicle clearance on the upper decks and bridge walls.









I went out and walked the holes in the woods at Bob Bryant. After looking at fairways and trails to each hole, there are some areas that have already wore down significantly and areas that are fairing just fine. I spoke with a gentlemen who plays there weekly and he feels that course wear is not bad yet. Areas where surface wear is severe are short segments in-between holes and at the tee boxes. Hole that are out in the open like 4,5, and 6 are fine with grass holding up well from the extra foot traffic. I believe the main contributor to grass wear is the lack of rain we have not received in the last few months along with the higher than average temperatures. These areas were also untouched for years and now are mowed bi-weekly, which is a dramatic change for this environment.





# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 2B

**TITLE:**

Bastrop State Park Report

**AGENDA ITEM SUBMITTED BY:**

Jamie Creacy, Park Superintendent, Lost Pines State Park Complex  
Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

Review Bastrop State Park monthly operational report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review Bastrop State Park monthly operational report.

**ATTACHMENTS:**

N/A





# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 2C

**TITLE:**

Bastrop Recreation Report

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Bastrop Recreation  
Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

Review Bastrop Recreation monthly operational report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review Bastrop Recreation monthly operational report.

**ATTACHMENTS:**

1. Bastrop Recreation Report



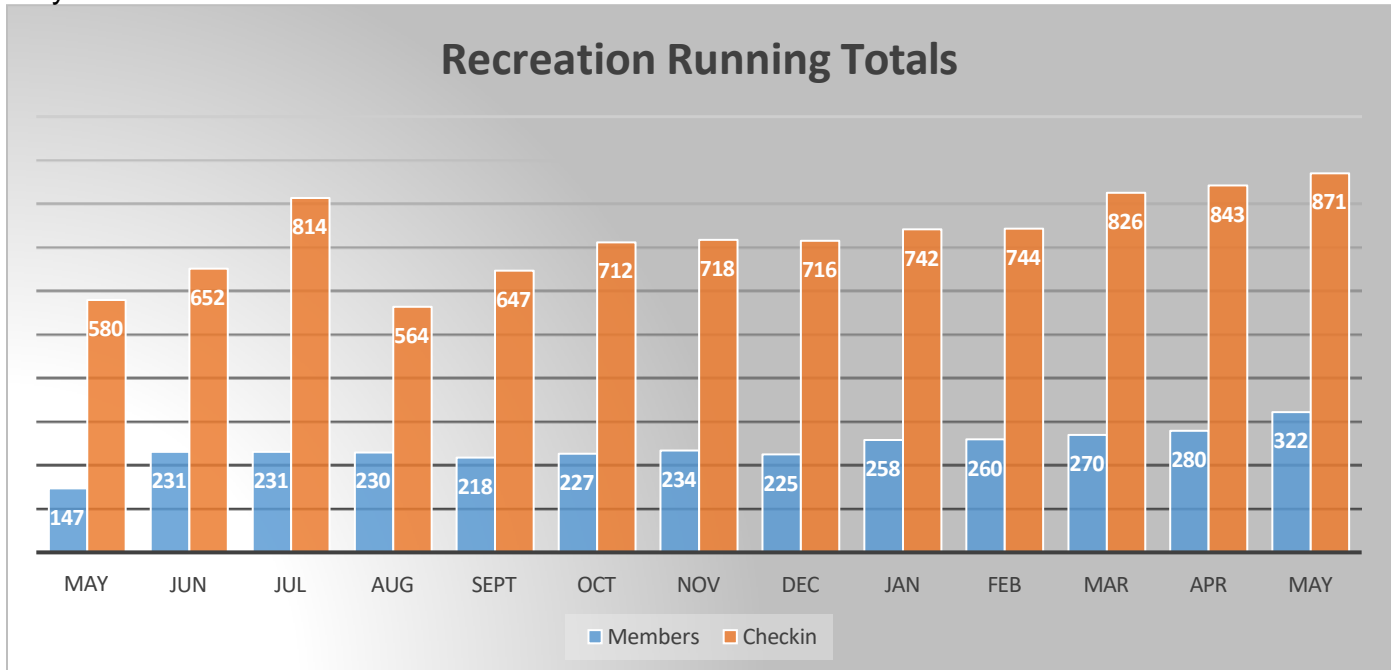


June 21, 2022

## Parks Board July Recreation Report

Membership as of today's date is at 448 members.

May YTD Totals



June highlights:

- FREE Pickleball Clinics
  - Youth - 17 average
  - Family – 15 average
- Tumbling – 15 attended each day, held at the Kerr Center
- Water Safety – Started June 21<sup>st</sup>. Total of 200 available sessions during the 5 weeks. As of printing, there are only 4 slots still open
- Discovery Days – 15 attended each day, held in Minerva Delgado Park
- Juneteenth Parade – 17 bike riders represented the Recreation Program in the parade
- Recreation was featured at the Library Storytime. Super Fun!

### Upcoming and Ongoing Programs

- July 6<sup>th</sup> - Recreation Birthday Party
  - Free Classes all day
  - Door Prizes, Party Favors, Games, Refreshments and Fun!
- International Yoga Day – June 21<sup>st</sup>.
  - FREE Yoga all over the community. Goal is to promote health and wellness.
- The following summer programs are open for registration:
  - An Airfryer conversation – July 29<sup>th</sup>

- July Tumbling – every Monday and Wednesday, to classes for ages 4-7 and 8-12
- Discovery Days
  - July 12-14 Bob Bryant Park – FULL with 20 registered
  - August 2-4 Bastrop State Park – 11 currently registered

Item 2C.

Social Media

July – National Parks and Recreation Month

Respectfully Submitted by:  
Terry Moore





# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 2D

**TITLE:**

Bird City Coalition Report

**AGENDA ITEM SUBMITTED BY:**

Kerry Fossler, Board Member  
Curtis Hancock, Director of Public Works

**BACKGROUND/HISTORY:**

Review staff Bird City Coalition Report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review staff Bird City Coalition Report.

**ATTACHMENTS:**

1. Parks operational update



**BASTROP BIRD CITY BASTROP REPORT  
FOR CITY OF BASTROP PARKS BOARD MEETING  
July 7, 2022**

**UPCOMING EVENTS**

- **LITTLE HIKES every 2nd Friday 8:30a-10:00am**
  - July 8 – Cedar Creek Park
  - Aug 12 – Cliffhanger Trailhead
  - Sept 9 – Bob Bryant Park
- **BIG SITS every 4<sup>th</sup> Saturday 8:30a-10:00am**
  - July 23 – Bastrop State Park
  - Aug 27 – Hyatt Lost Pines (pending approval)
- **FUTURE MEETINGS IN PERSON at CITY HALL**  
(every 6 weeks – Wednesdays 1:30pm)
  - July 6, August 17, September 28

**UPCOMING NEWS**

- BIRD BLIND grant from TPWD has been approved – we are purchasing materials for the new Bird Blind to be installed in Bob Bryant Park.
- Bird City & Bastrop County Audubon to present a short program about Purple Martins during Discovery Days at Bob Bryant Park July 14 – City of Bastrop Recreation Program.
- New Co-Chair sought to manage and maintain Bastrop’s Bird City Designation:
  - Estimated 4 hours per week
  - Hold coalition meetings every 6 weeks (write agenda, facilitate meetings)
  - Hold co-chair meetings every 3 weeks (write agenda, facilitate meetings)
  - Coordinate and submit the application every third year.
  - Coordinate and submit the annual report the other years.
  - Create weekly content for social media
- Our BIG re-application is due again December 2, 2022. (Application opens June 1, 2022. Applications must be started by November 1, 2022. Applications due December 2, 2022)  
**OR** we discontinue our certification and submit an annual report by January 31, 2023.





# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 2E

**TITLE:**

Council Liaison Report

**AGENDA ITEM SUBMITTED BY:**

John Kirkland, Council Liaison

**BACKGROUND/HISTORY:**

Welcome to the Parks and Public Tree Advisory Board.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Welcome to the Parks and Public Tree Advisory Board.

**ATTACHMENTS:**

N/A



# STAFF REPORT

**MEETING DATE:** July 7, 2022

**AGENDA ITEM:** 4A

**TITLE:**

Consider action to approve Parks and Public Tree Advisory Board minutes from the June 2, 2022 regular meeting.

**AGENDA ITEM SUBMITTED BY:**

Sandy Holder, Public Works Technician  
Curtis Hancock, Public Works 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 June 2, 2022 Parks and Public Tree Advisory Board.

**ATTACHMENTS:**

N/A



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

**June 2, 2022**

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, June 2, 2022, at 6:00 p.m. at City Hall. Members present were Jamie Creacy, Kerry Fossler, Margaret Robinson, Sarah Rooney, Betty Rucker, Barbara Wolanski and Liaison Councilman John Kirkland. Absent was Steven Fobert. Staff present were Public Works Director Curtis Hancock, City Arborist Thomas Martinez, and Recreation Manager Terry Moore.

**1. CALL TO ORDER**

At 6:00 p.m. Chair Barbara Wolanski called the meeting to order.

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

**2A. Parks Report**

Report was given by staff Thomas Martinez.

**2B. Bastrop State Park Report**

Report was given by Jamie Creacy.

**2C. Recreation Report**

Report was given by Terry Moore.

**2D. Bird City Coalition Report**

Report was given by Kerry Fossler.

**2E. Council Liaison Report**

No report was given. New Liaison Councilman John Kirkland was introduced.

**3. CITIZEN COMMENTS**

There were no citizen comments.

**4. APPROVAL OF THE MINUTES**

**4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the May 5, 2022 regular meeting.**

Motion was made by Board Member Betty Rucker and seconded by Board Member Jamie Creacy, with the note that Steven Fobert was listed twice in attendance, and Barbara Wolanski should have been listed in attendance. Vote was unanimous.

**5. ITEMS FOR INDIVIDUAL CONSIDERATION**

**5A. Update and discuss Parks Master Plan**

Public Works Director Curtis Hancock and Recreation Manager Terry Moore gave an update.

**5B. Update and discuss Parks Fee Schedule**

Public Works Director Curtis Hancock gave an update.

**5C. Update and discuss Special Events for June & July.**

City Arborist Thomas Martinez gave an update.

**6. WORKSHOP SESSION**

None

**7. ADJOURNMENT**

Board Member Betty Rucker made the motion to adjourn the meeting at 7:18pm. Vice Chair Margaret Robinson seconded. The vote was unanimous.



# STAFF REPORT

**MEETING DATE:** July 2, 2022

**AGENDA ITEM:** 5A

**TITLE:**

Update and discuss on Parks Master Plan

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Bastrop Recreation  
Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

This Parks and Recreation Master Plan will encompass a comprehensive analysis of the City's parks and recreation assets, an extensive community needs assessment, provide recommendations to development, recreation, policies, land acquisition, and prioritize needs based on the community's short and long-term parks and recreation needs. The Master Plan will also include Sports Complex Feasibility Study paid for through Type B (BEDC) funding of \$50,000.

**FISCAL IMPACT:**

The fiscal impact includes \$250,000 from St. David's Foundation Grant towards the Parks and Recreation Master Plan as well as a Sports Complex Feasibility Study funded by Type B (BEDC) funding of \$50,000. The grant agreement with the St. David's Foundation includes a city commitment of \$125,000 in dedicated staffing.

**RECOMMENDATION:**

This Parks and Recreation Master Plan will encompass a comprehensive analysis of the City's parks and recreation assets, an extensive community needs assessment, provide recommendations to development, recreation, policies, land acquisition, and prioritize needs based on the community's short and long-term parks and recreation needs. The Master Plan will also include Sports Complex Feasibility Study paid for through Type B (BEDC) funding of \$50,000.

**ATTACHMENTS:**

N/A



# STAFF REPORT

**MEETING DATE:** July 2, 2022

**AGENDA ITEM:** 5B

**TITLE:**

Discussion on Parks Fee Schedule

**AGENDA ITEM SUBMITTED BY:**

Thomas Martinez, Crew Leader Parks  
Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

As part of the FY 2023 budget process, all department that assess fees will review their fee schedule and make recommendations on these schedules.

Jamie has a work colleague who has been an avid disc golf player for years. He is a member of a club in the San Antonio area. She reached out to him to get a sense of fees and he provided me with the following information:

Cost at popular tournament courses:

- Live Oak charges \$250, City of Live Oak - Main City Park (liveoaktx.net)
- Bierce charges \$5-\$10 per person seasonally,
- Moody's in Red Rock charges \$10/person/day, Moody's Disc Golf Country Club (moodydiscgolfcountryclub.com)
- City of San Antonio charges \$100, but has a deal with our club since we do a lot of maintenance they don't charge us.
- Tyler \$35/day permit fee

How many people attend tournaments/how long are they:

It really varies with the size of event. 1 day, 2 round events draw a smaller crowd. B tiers tend to be two day or more.

Here's 5 of my fairly react tournaments (2022 and 2021):

- SATX B Tier 137 ppl 3 days 1 round per day
- Austin A Tier 127 ppl 3 days 1 round per day
- San Angelo B Tier 231 ppl 3 days 1 round per day (using three courses)
- SATX C Tier 133 ppl 1 day 2 rounds
- Spring Branch C Tier 70 people 1 day 2 rounds.



-Typical 2 day event on an 18 hole course with a shotgun start will cap at 84 ppl. They'll hold 2 rounds on a sat and a morning round on sun.

Sometimes there will be an optional bring your own partner doubles round on Friday evening as a way of a course preview. I've played with people from all over the country and some from out of country at events all over Texas. 250 ish per day is probably the break over point but I'm really not sure. I've more experience on the player side and volunteering with the physical side of preparation and running events. Not as much with the Tournament director side of things. Another good resource would be the Waterloo disc golf club. It's the oldest club in Texas and based out of Austin.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

As part of the FY 2023 budget process, all department that assess fees will review their fee schedule and make recommendations on these schedules.

**ATTACHMENTS:**

N/A



# STAFF REPORT

**MEETING DATE:** July 2, 2022

**AGENDA ITEM:** 5C

**TITLE:**

Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary.

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

Board Member Kerry Fossler has been serving as the Secretary for the Parks Board for many years. Ms. Fossler has requested that someone else take over the position going forward.

The Parks and Public Tree Advisory Board serves in an advisory role to the City Council and may make recommendations for actions to be considered.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary.

**ATTACHMENTS:**

1. N/A