

# 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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September 04, 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 and The Directors Monthly Update

Vicky Steffanic, Bastrop Police Chief

3B. Receive a report on the operations of the Bastrop State Park.

Nathanael Gold, Bastrop and Buescher State Parks Complex Superintendent

3C. Receive a report on the Bird City Coalition  
Luke Thompson, Bird City Committee

3D. Discussion and changes in the operations of Mayfest Park  
Doug Haggerty, Fleet and Facilities Manager

3E. Update on Fishermans Park Tree Carving  
Submitted By: Gail Sheehan, Parks Board Member

#### **4. ITEMS FOR INDIVIDUAL CONSIDERATION**

4A. Discussion and consideration on establishing 2.195 acres located at 610 Martin Luther King Jr. Drive as designated parkland.  
Vicky Steffanic, Bastrop Polic Chief

4B. Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from Thursday, August 8, 2025 Regular Meeting.

Vicky Steffanic, Bastrop Police Chief

#### **5. 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: August 29, 2025 at 8:30 a.m. and remained posted for at least two hours after said meeting was convened.

/s/ Vicky Steffanic  
Vicky Steffanic, Parks and Recreation Director



# STAFF REPORT

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**MEETING DATE:** September 4, 2025

**TITLE:**

Receive a report on the operations of the Parks & Recreation Department and The Directors Monthly Update

**AGENDA ITEM SUBMITTED BY:**

Vicky Steffanic, Bastrop Police Chief

**BACKGROUND/HISTORY:**

Review the City of Bastrop Parks & Recreation monthly operational report and The Directors Monthly Update.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

- Parks & Recreation Operations Report
- The Directors Monthly Update



City of Bastrop

# PARKS & RECREATION

Item 3A.

September 4, 2025

## **Director's Update**

1. Bollards in Fishermans Park
2. Amendment To LCRA Contract to Council
3. Girl Scout Project
4. Amendment to Current BYBSO Contract- Fields Maintenance
5. Christmas Lighting to Council
6. Gaga Pit relocated
7. Concession Stands near Splashpad
8. Mowing in progress
9. Council Approves process of vetting feasibility of installing a covering over the arena
10. National Night Out
11. Marco Oliveras and Sandy Holder's new positions

NFE

## **Special events:**

- i. Flush Out Cancer Wave, October 8 & 15 (Old Iron Bridge/Downtown)
- ii. Boo Bash, October 31 (Downtown)
- iii. BAC Veterans Day Car Show 2025, November 7-8 (Downtown)
- iv. Christmas Lighting and Parade December (Downtown)

## **Parks Operations Review**

- Parks crews installed safety Bollards at Fishermans Park.
- Parks crews relocates the Gaga Pit to Bob Bryant Park.
- Parks crews were out in Hunters Crossing trimming trees and bushes.
- Parks crews completed routine landscaping at various locations.
- Parks crews repainted the Basketball Courts at Fishermans Park.
- Parks crews replaced four worn and damaged name dedication plaques on benches at the Bark Park with new plaques, preserving the intent and honoring the original dedications.
- Parks staff met with contractors to discuss logistics for the Old Iron Bridge project, including safe park access for large equipment. Staff were briefed on the project scope and coordinated tree trimming in key areas to accommodate equipment entry.





## **Recreation Operation Review**

### **Operations**

- September
  - City Scouts (Fall – Sep-Dec)
    - Every 1st Tuesday @ 4:30PM (ages 6-9)
    - Every 3rd Wednesday @ 4:30PM (ages 10-13)
  - Basketball Programs (held at Kerr Park) – partnership w/N3XT Athletics
    - 4 v. 4 Basketball League
      - Aug 29 – opening night/evaluations
      - Regular Season – Sep 5, 12, 19, 26, Oct. 3, 10
      - Playoffs – Oct. 17 & 24
    - Pre-Season Basketball Training
      - Saturdays – Sep. 6-Nov. 22
  - Junior Master Naturalist – partnership w/Lost Pines Master Naturalists
    - Ages 5-14
    - Sep-Nov (Every 2nd & 4th Saturday)
  - Discovery
    - Every 2nd & 4th Monday @ 4:30PM
    - Ages 6-12
  - Airrosti Workshop
    - Sep. 11 @ 1PM @ Rec Center
  - Cooking for Change - w/Family Crisis Center
    - Sep. 15 @ 4:30PM @ Rec Center
  - Thyme Around the Table - Cooking Class
    - Sep. 16 @ 1PM @ Rec Center
  - Fall Prevention Workshop
    - Sep. 25 @ 1PM @ Rec Center







Directors Report  
August 31<sup>st</sup>, 2025  
General Itemization

- Bollards in Fisherman's Park have been installed
- Amendment to the current LCRA contract was submitted to council for 09.09.2025.
- Request was submitted and approved by LCRA for certain improvements to be made to the Rusty Reynolds Fields.
- Girl Scout Project - Jaime Green. In accordance with contract.
- Maintenance schedule for the ball fields is in progress with an amendment to the current contract with BYBSO in process.
- Christmas lighting has been placed on council 09.09.2025
- The Gaga pit in Bob Bryant was relocated near the Tennis Courts
- The request by the parks board for an amendment to the concession stands near the splashpad has been submitted to council for the 09.09.2025
- Mowing is still in progress
- 11E - Council approved beginning the process of vetting the feasibility of installing a covering over the arena. There is currently an online survey, and a town meeting occurred on 09/03. Welcome Jason Alfaro this week, as the new Parks Director Old Iron Bridge construction has started.
- National Night Out - pending in the parks.
- Marco will be transitioning from Parks to Special Events and Sandy Holder has returned to the Parks administrative position.

NFE



# STAFF REPORT

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**MEETING DATE:** September 4, 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

**BACKGROUND/HISTORY:**

Review the Bastrop State Park monthly operational report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review the Bastrop State Park monthly operational report.

**ATTACHMENTS:**

- Bastrop State Park Monthly Operational Report

## Lost Pines State Park Complex Visitation through July 2025:

| Park Name             | YTD Fiscal Year 2025 | YTD Fiscal Year 2024 | Increase/Decrease | Percentage inc/dec |
|-----------------------|----------------------|----------------------|-------------------|--------------------|
| Bastrop SP            | 123,503              | 116,007              | 7,496             | 6.5%               |
| Buescher SP           | 54,063               | 51,739               | 2,324             | 4.5%               |
| <b>Complex Totals</b> | <b>177,566</b>       | <b>167,746</b>       | <b>9,820</b>      | <b>5.85%</b>       |

- It's been hot and dry, we have been battling the heat, mowing, shredding fire lanes, and watching out for wildfires.
- Pool season is wrapping up and concludes this weekend! We have seen increased pool use now that we don't have our reservation procedure. Folks are happy! Next month I will give you pool admission numbers and a comparison with the previous year.
- We have been treating portions of the park for wildfire and prescribed fire season, applying herbicide, mechanical thinning, hand clearing, shoring up pond dams, mulching, and shredding burn lanes.
- We have sent notices out to surrounding landowners about the upcoming prescribed fire season, Oct – Jan. If we end up getting a favorable window to conduct a prescribed fire, we will send out more notices informing folks of a potential imminent burn..
- We have had 2 dog related search and rescue events with one pup fatality... dog rescue/recovery is some tough duty. It's very hot out there and with our sandy soils it can cause the ground to get very hot on dogs' foot pads (which is one of their main sources of cooling themselves off), and we are trying to educate visitors about keeping their pups safe during this hot weather.
- Our fiscal year ends at the end of August, we have been focused on planning and forecasting budgetary needs for the upcoming year.
- The upcoming interpretation program flyer isn't ready at this time, but I will forward once our interpreter finishes it.



# STAFF REPORT

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**MEETING DATE:** September 4, 2025

**TITLE:**

Receive a report on the Bird City Coalition

**AGENDA ITEM SUBMITTED BY:**

Luke Thompson, Bird City Committee

**BACKGROUND/HISTORY:**

Review staff Bird City Coalition Report.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Receive Bird City Coalition Report.

**ATTACHMENTS:**

N/A



# STAFF REPORT

**MEETING DATE:** August 7, 2025

**AGENDA ITEM:**

**TITLE:**

Discussion and changes in the operations of Mayfest Park

**AGENDA ITEM SUBMITTED BY:**

Doug Haggerty, Fleet and Facilities Manager

**BACKGROUND/HISTORY:**

N/A

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

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

**ATTACHMENTS:**

- Mayfest Park Operations Report

## Mayfest Park Operations Report

**Date:** August 27, 2025

**Prepared by:** Fleet & Facilities Team

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### Completed Work:

- **Steer Return Chute Build-Out:** Completed construction of the new steer return chute to improve animal flow and operational efficiency.
  - **Telescoping Section Installation:** Installed the new telescoping section for the roping chute to improve adjustability and performance.
  - **Stripping Chute Installation:** Installed a new stripping chute to support safer and more efficient livestock management.
- 

### Ongoing Work:

- **Pipe Fence Painting:** Finalizing the painting of the new steer return chute. This task is in progress and will be completed shortly.
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### Future Work:

- **Arena Preparation:** Begin prep work for the upcoming National Barrel Horse Association (NBHA) event to ensure the arena is in top condition for competition.





# STAFF REPORT

**MEETING DATE:** September 4, 2025

**TITLE:**

Receive and discuss an update on the Tree Carving

**AGENDA ITEM SUBMITTED BY:**

Vicky Steffanic, Bastrop Police Chief

**BACKGROUND/HISTORY:**

Report to include updates on items from previous meetings.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

N/A

River Guardian Sculpture

## INVOICE

**Invoice Number:** 250026

**Date:** August 24th, 2025

**To:** Bastrop's Parks And Recreation , The City of Bastrop

**From:** DustyGirl Carvings.

3608 Peach Vista Drive Pflugerville, TX 78660

(737) 288-2799 Dusty@dustygirllcarver.com

| Description   | Amount     |
|---|------------|
| <b>Project: "The River Guardian" - Blue Heron Sculpture</b> (As per attached design drawing)  |            |
| Chainsaw carving of the Elm tree at the designated Fisherman's Park. This project includes the final design consultation, all carving labor, <b>painting with appropriate colors to match the provided design</b> , and the application of a professional-grade wood sealant to ensure the longevity of the public art piece. | \$8,000.00 |
| <b>Total Amount Due</b>   |            |
| <b>TAX Exempt</b>   | 0          |
| <a href="https://square.link/u/yPstMP4c">https://square.link/u/yPstMP4c</a>   | \$8,000.00 |

### Project Timeline & Contingency:

- **On-site Carving:** Aug-30-Sept 4th.
- **Work Hours:** 7:00 AM to dark, daily.
- **Timeline Contingency:** Please note that the above schedule is based on the expected condition of the tree stump. If unforeseen rot or infestation is discovered that requires lamination to ensure the sculpture's structural integrity, a **buffer window of up to 5 additional days** may be required. The artist will communicate any such issues and required timeline adjustments to the Parks Department immediately upon discovery.

### Project Requirements & Safety:

- **Client Responsibility:** The Elm tree must be topped to a height of 8 feet prior to the artist's arrival on October 6th.
- **Safety:** The Parks Department will be requested to manage traffic and pedestrian safety during the 5-day carving period, likely by cordoning off the immediate work area. The artist will provide their own scaffolding and perimeter t-posts with orange netting.

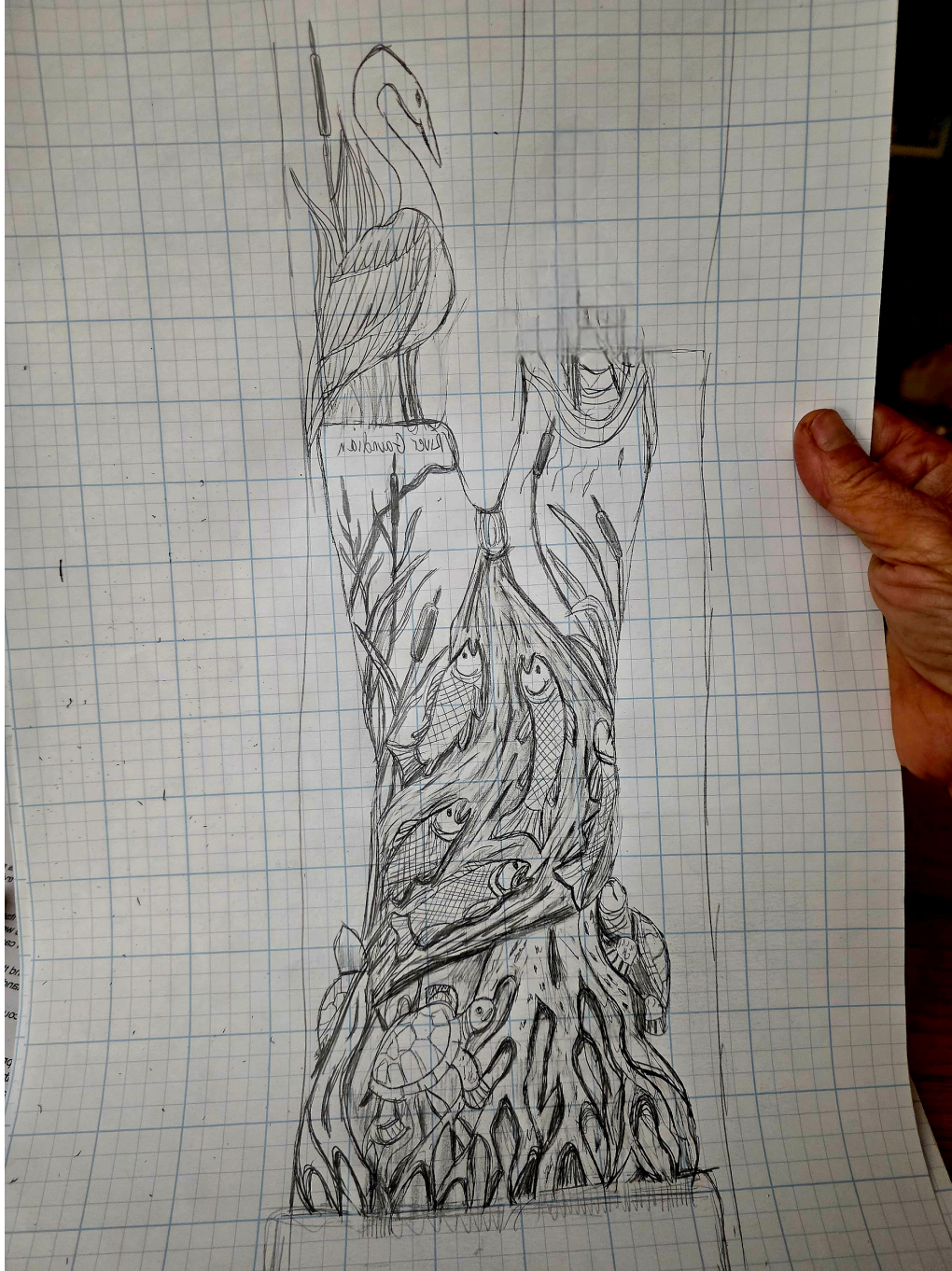
### Payment Terms:

- Please make payment via Square Paylink "DustyGirl Carvings"

- Payment is due upon receipt of this invoice.

Thank you for the opportunity to bring "The River Guardian" to life for the community of Fisherman's Park in Bastrop Texas.

Signed, Dusty Kosmach





# STAFF REPORT

**MEETING DATE:** September 4, 2025

**TITLE:**

Discussion and consideration on establishing 2.195 acres located at 610 Martin Luther King Jr. Drive as designated parkland.

**AGENDA ITEM SUBMITTED BY:**

Vicky Steffanic, Bastrop Polic Chief

**BACKGROUND/HISTORY:**

On June 4th, 2024, the City of Bastrop purchased 2.195 acres of land at the location of 610 Martin Luther King Jr. Drive the property being out of building block 56, East of Main Street, City of Bastrop, in Bastrop County, Texas and more particularly described in the survey attachment.

This property is located in the Gills Branch tributary which traverses through property. Much of this land is in the flood way and the 100-year flood plain. The intent of establishing this property as parkland is to prevent detrimental development from occurring in this flood plain.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Establishing 2.195 acres located at 610 Martin Luther King Jr. Drive as designated parkland.

**ATTACHMENTS:**

- Survey of 610 Main Street

**JAMES E. GARON  
& ASSOCIATES, INC.**  
PROFESSIONAL LAND SURVEYORS

185 McAllister Rd.  
Bastrop, Texas 78602  
512-303-4185  
Firm Reg. #10058400  
jgaron@austin.rr.com

May 24, 2024

**LEGAL DESCRIPTION:** BEING 2.195 ACRES OF LAND LYING IN AND BEING SITUATED OUT OF BUILDING BLOCK 56, EAST OF MAIN STREET, CITY OF BASTROP, IN BASTROP COUNTY, TEXAS AS SHOWN BY PLAT RECORDED IN CABINET 1, PAGE 23A PLAT RECORDS, BASTROP COUNTY, TEXAS AND BEING ALL OF THAT CERTAIN, CALLED 1.422 ACRE, TRACT OF LAND CONVEYED TO SALVADOR REYES BY DEED RECORDED IN DOCUMENT #201715878 OFFICIAL RECORDS, BASTROP COUNTY, TEXAS; SAID 2.195 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS AND AS SURVEYED UNDER THE SUPERVISION OF JAMES E. GARON & ASSOCIATES IN JANUARY, 2018:

**BEGINNING** at a 1/2" iron rod found on the north line of Emile Street ( not opened) for the southeast corner hereof and the southwest corner of that certain 0.130 acre tract of land conveyed to Virginia Piper and the Christopher Grief, LTD Partnership by deed recorded in Volume 1724, Page 88 of said official records;

THENCE N 89°41'04" W a distance of 249.97 feet along said line to a 1/2" iron rod with cap stamped :JE Garon RPLS4303" set in the east line of the M.K. & T. Railroad for the southwest corner hereof and said Building Block 56;

THENCE N 00°06'03" E, passing a 1/2" iron rod with cap stamped "JE Garon RPLS4303" set for reference at a distance of 149.59 feet and continuing for a total distance of 169.77 feet to a calculated point in Gills Branch;

THENCE with Gills Branch the following four (4) calls:

1. N 49°27'46" E a distance of 100.23 feet;
2. N 67°52'30" E a distance of 63.88 feet;
3. N 28°38'03" E a distance of 28.36 feet;
4. N 09°56'14" W a distance of 83.66 feet to a point on the south line of Austin Street (not opened) for the northwest corner hereof;

May 24, 2024

THENCE S 89°41'04" E, passing a 1/2" iron rod with cap stamped "JE Garon RPLS4303" set for reference at a distance of 45.38 feet and continuing for a total distance of 231.91 feet to a 1/2" iron rod with cap stamped "JE Garon RPLS4303" set in the west line of Martin Luther King, Jr. Dr. for the northeast corner hereof and said Building Block 56;

THENCE S 00°17'38" W a distance of 225.01 feet along said line to a 1/2" iron rod with cap stamped "Payne" found for the northeast corner of that certain 0.242 acre tract of land conveyed to Patrick Connell by deed recorded in Document #201607394 of said official records;

THENCE with said Connell 0.242 acre tract the following three (3) calls:

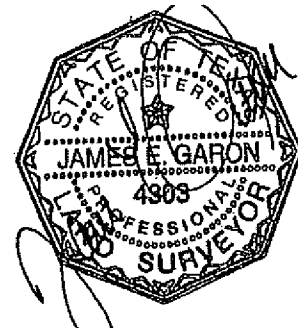
1. N 89°48'46" W a distance of 28.88 feet to a 1/2" iron rod with cap stamped "Payne" found for corner;
2. THENCE N 01°39'31" W a distance of 22.09 feet to a 1/2" iron rod with cap stamped "Payne" found for corner;
3. THENCE N 89°41'12" W a distance of 85.65 feet to a 1/2" iron rod with cap stamped "Payne" found for the northwest corner of said Connell 0.242 acre tract;

THENCE S 00°08'35" W a distance of 164.00 feet to the **POINT OF BEGINNING**, containing 2.195 acres of land, more or less and as shown on map of survey prepared herewith.

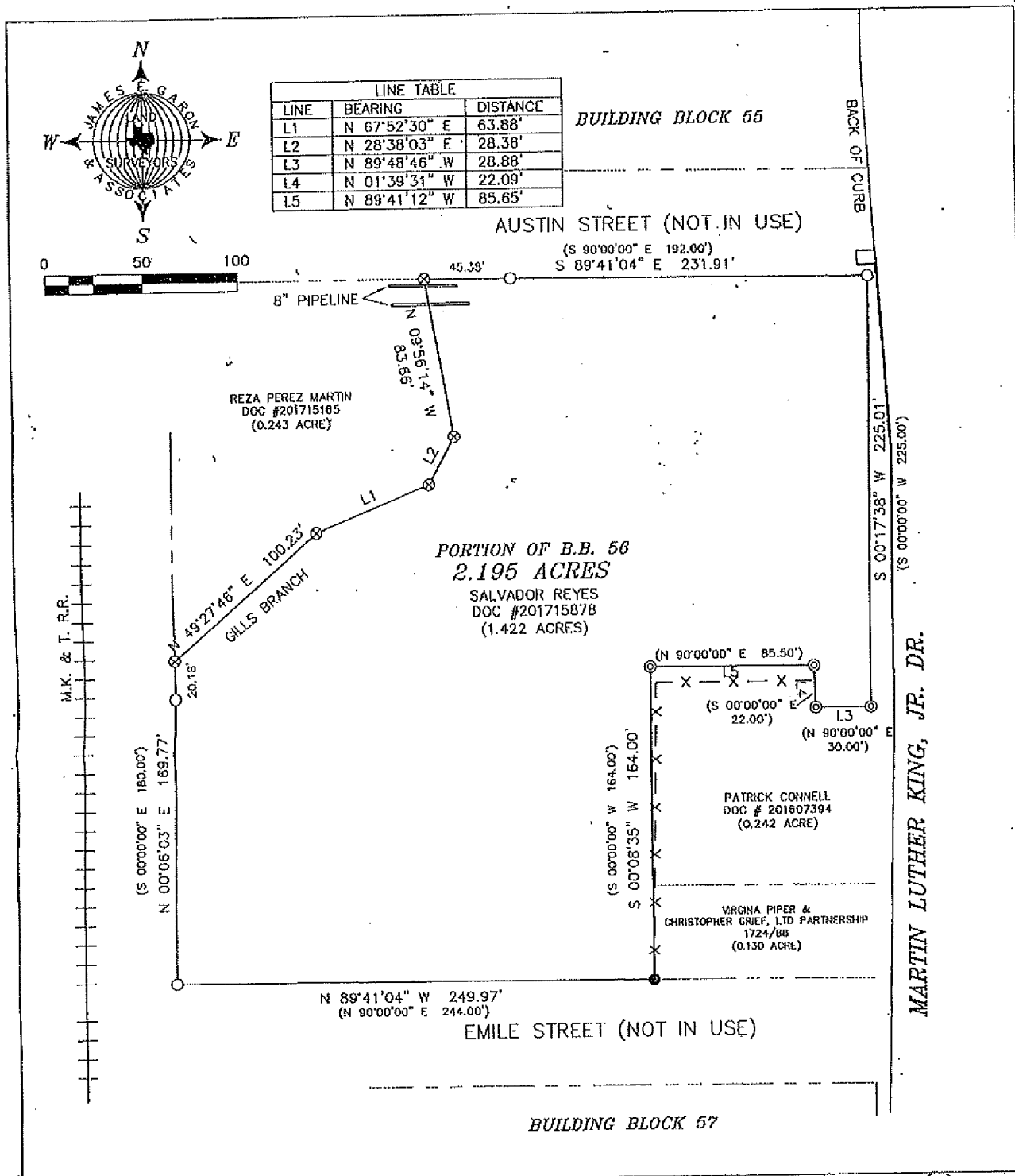
Surveyed by:

James E. Garon  
Registered Professional Land Surveyor

Co\Bastrop\COB\BB EMS\BB 56\84917







TO THE OWNERS, LIENHOLDERS AND TITLE COMPANY

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND OF THE PROPERTY DESCRIBED HEREON AND IS CORRECT, AND THAT THERE ARE NO DISCREPANCIES, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN HEREON, AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY, EXCEPT AS SHOWN HEREON.

THE UNDERSIGNED DOES FURTHER CERTIFY THAT THE PROPERTY DESCRIBED HEREON IS LOCATED IN ZONE "AE" AND IS WITHIN A 100-YEAR FLOOD HAZARD AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, PANEL NO. 48021C0220E EFFECTIVE JANUARY 19, 2006.



**JAMES E. GARON & ASSOC.**  
PROFESSIONAL LAND SURVEYORS  
Firm Reg. #10058400  
P.O. Box 1917  
Bastrop, Texas 78602  
(512) 303-4185  
jgaron@oustln.r.com  
www.jamesegarons.com

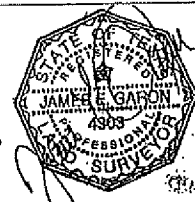
REFERENCE: SALVADOR REYES

ADDRESS: MARTIN LUTHER KING, JR., BASTROP

LEGAL DESCRIPTION: 2.195 ACRES BEING OUT OF AND A PORTION OF BUILDING BLOCK 56, EAST OF MAIN STREET, RECORDED IN PLAT CABINET 1, PAGE 23A, PLAT RECORDS OF BASTROP COUNTY, TEXAS.

FIELD BOOK: B-524/54

FILE: Server\Co\Bastrop\City of Bastrop\Building Blocks\BB EUS 56\B4917.dwg



JANUARY 11, 2018



# STAFF REPORT

**MEETING DATE:** September 4, 2025

**TITLE:**

Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from Thursday, August 8, 2025 Regular Meeting.

**AGENDA ITEM SUBMITTED BY:**

Vicky Steffanic, Bastrop Police Chief

**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 August 8, 2025 Regular Meeting Parks and Recreation / Public Tree Advisory Board.

**ATTACHMENTS:**

- DRAFT August 8, 2025 Minutes



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

August 8, 2025

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, August 8, 2025, at 5:30 p.m. at the Bastrop City Hall Council meeting room, located at 1311 Chestnut Street, Bastrop, Texas. Members present were, Margaret Robinson, Gail Sheehan, Deborah Jones, Council Member Cynthia Sanders-Meyer. Staff present were City Manager Sylvia Carrillo-Trevino, Bastrop Chief of Police Vicky Steffanic, Building and Facilities Manager Doug Haggerty, Parks/PW Technician Marco Olivares. Members Rick Rivera and Steven Fobert was absent.

### 3. CALL TO ORDER

At 5:30 p.m. Chair Deborah Jones called the meeting to order.

### 2. CITIZEN COMMENTS

No Citizen Comments

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

#### 3A. Parks and Recreation Report

Report was given by Parks and Recreation Director, Chief Steffanic.

#### 3B. Bastrop State Park Report

Report was given by Marco Olivares.

#### 3C. Bird City Coalition Report

Report was given by Parks and Recreation Director, Chief Steffanic.

#### 3D. Bastrop Recreation Director's monthly update

Report was given by Parks and Recreation Director, Chief Steffanic.

#### 3E. Discussion and changes in the operations of Mayfest Park

Confirmed arena is open to public daily, website updates required, Need for clearer direction in Mayfest Park capital improvement plan

#### 3F. Receive an update on capital park improvements

Report was given by City Manager Sylvia Carrillo-Trevino.

### 4. ITEMS FOR INDIVIDUAL CONSIDERATION

#### 4A. MINUTE APPROVAL

Motion was made to approve the minutes from the Thursday, August 8, 2025 Regular Meeting by Director Chief Steffanic. Motion was seconded by board mem. Motion passed unanimously.

**4B Discussion on Possible Direction Regarding the Use of the Concession Stand at the Splash Pad in Fisherman's Park**

Member Gail Sheehan moved for Modification of age restriction (currently limited to individuals under 17) for concession stand use at splash pad in Fisherman's Park. Motion: Amend parks rules to remove age restriction, allowing general public use.

**4C Update and discuss Mayfest Park Master Plan**

Recommendation to amend Experience Bastrop parks master plan to include rodeo arena covering.

**4D. B3 Code Amendment**

Comprehensive amendment to Building Block B3 code changing P1 designation from "nature" to "parks and open space". Recommend to Planning and Zoning Commission the proposed B3 code amendments.

**4E. Chapter 10 Amendments**

Revisions to parkland dedication ordinance establishing minimum lot requirements and park improvement standards. Recommend approval to Planning and Zoning Commission for Chapter 10 amendments.

**4F. Memorial Tree Sponsorship Program**

Proposed program for community tree dedication with memorial plaques and digital story tags. Table discussion until September meeting to allow new director input.

**ADJOURNMENT**

Member Gail Sheehan made a motion to adjourn the meeting at 7:27pm. Member seconded. Motion passed unanimously.

APPROVED:

ATTEST:

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Chair, Deborah Jones

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City Staff, Vicky Steffanic