Bastrop Parks and Recreation / Public Tree Advisory Board Agenda

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



February 06, 2025 Agenda - Parks and Recreation / Public Tree Advisory Board at 5:30 PM

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.

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. MINUTE APPROVAL

4. REPORTS

4A. Receive a report on the operations of the Parks & Recreation Department

Submitted by: Terry Moore, Parks and Recreation Director

4B. HYPERLINK "applSf9a8aca2b20842e6945674f6b199a421" Receive a report on the operations of the Bastrop State Park.

<u>Submitted by: Nathanael Gold, Bastrop and Buescher State Parks Complex</u> Superintendent and Terry Moore, Parks and Recreation Director

4C. Bird City Coalition Report

<u>Submitted by: Luke Thompson, Bird City Committee and Terry Moore, Parks and Recreation Director</u>

4D. Receive a report on the Parks and Recreation Director's monthly update.

Submitted by: Terry Moore, Parks and Recreation Director

4E. Discussion and changes in the operations of Mayfest Park

<u>Submitted by: Doug Haggerty, Building and Facilities Manager and Deborah Jones,</u> Board Chair

5. PRESENTATIONS

5A. Receive a presentation on the various projects taking place during the Bastrop Clean Sweep on February 22, 2025.

Submitted by: Terry Moore, Parks and Recreation Director

6. WORKSHOP

7. ITEMS FOR INDIVIDUAL CONSIDERATION

7A. Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Thursday, November 7, 2024 Regular Meeting and the Monday January 13, 2025 Regular Meeting.

Submitted by: Terry Moore, Parks and Recreation Director

7B. Receive updates on the Working Task Force

<u>Submitted by: Deborah Jones, Parks and Recreation Board Chair and Terry Moore, Parks and Recreation Director</u>

7C. Update and discuss Parks and Recreation Master Plan

Submitted by: Terry Moore, Parks and Recreation Director

7D. <u>Texas A&M Forest Service offers matching grants each year. One of the categories is for</u> a Municipal Forester for \$100,000 over 3 years.

Submitted by: Terry Moore, Parks & Recreation Director

8. 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 and said Notice was posted on the
following date and time: February 3, 2025 at 2:30 p.m. and remained posted for at
least two hours after said meeting was convened.

<u>/s/ Marco Olivares</u>
Marco Olivares, Parks and Recreation Technician



MEETING DATE: February 6, 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:

XX

RECOMMENDATION:

NA

ATTACHMENTS:

Parks & Recreation operational update



February 6, 2025

Special events:

- i. Mardi Gras, Feb 1, 2025 (Downtown)
- ii. Movies in the Park, Mar 8, (Bob Bryant)
- iii. Lights Camera Stunt Show event/March 29, 2025 (Mayfest)
- iv. Movie in the Park, April 5 (Bob Bryant)
- v. Springfest, April 12, (Fisherman's)
- vi. Special Olympics Central Region Soccer Tournament, April 17 (Bob Bryant)
- vii. MS 150, April 26-27, (Through town)
- viii. Movies in the Park, May 3 (Bob Bryant Park)
- ix. Bailey's Bull Bash, May 31, 2025 (Mayfest)
- x. Pride Street Faire/June 6, (Downtown)

Parks Operations Review

- Parks Crews repainted faded trash cans in various parks.
- Parks Crews assembeled new benches and tables that were installed in Kerr Park.
- Parks Crews installed new backboards at all basketball courts in Fisherman's, Bob Bryant, and Kerr Park.
- Parks Crews completed landscaping maintenance at the Little League Baseball Fields.
- Parks Crews continued cleaning and painting trash cans and fences in various parks and in downtown.
- Parks Crews cleaned and cleared trash at the Pine Street dumpsters.
- Parks Crews posted health notices in parks regarding the Highly Pathogenic Avian Influenza (HPAI).
- Parks Crews added mulch to some of the pincic tables areas at Fisherman's Park.
- Parks Crews installed Purple Martin Houses at City Hall and in Bob Bryant Park.
- Parks Crews cleaned, cleared and organized storage areas at the Yard and at the Farmer's Market.
- Parks Crews sprayed off duck and bird dropping and cleared debris from the dock area at Fisherman's Park.
- Parks Crews completed routine mowing, weedeating and tree timming at various locations.



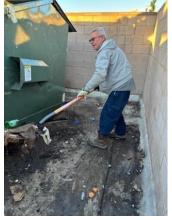


























Recreation Operations:

- Successful free mini camps:
 - Pickleball in Partnership with BAPA
 - Discovery Days in partnership with the Family Crisis Center, We Are One Foundation, and Lost Pines Art Center
- New schedule changes
 - New classes and time changes going great for Functional Fit, Step II, and Dance Fit.
- Move It Jams are back!
 - Second Line Handkerchief Dance took place Jan. 17th @ Rec from 6-7PM. This is practice choreography that we will be doing for the Mardi Gras Parade on Feb 1st, and anyone can join!
- The Blood Drive in partnership with We Are Blood took place on Wednesday, January 29th from 9AM-1PM @ Rec Center. 20 donations were collected.
- Boot Scootin' will take place every Wednesday night from Feb 5th Mar 12th
 - Boot Scootin' Basics: 6:45 pm 7:30 pm
 Consists of lower impact, slower, symmetrical, more entry level line dances. Great for beginner to intermediate levels.
 - Boot Scootin' Blitz: 7:30 pm 8:15 pm
 Consists of higher impact, faster, asymmetrical, more difficult dances. Great for intermediate to advanced levels.
- February is Heart Health Month that means promo time!
 - Members nominate their "Heart Heroes" and get featured on our TV at the Rec Center to let them know they've inspired someone else.
 - Punch cards members come 12 different days through the month of February, get their card punched, turn it in, and win a prize!
- New Youth Program City Scouts kids discover the heart of our community and visit different City departments.
 - FREE for kiddos ages 6-9 and 10-13
- Youth Discovery is Back on February 10th with Valentine's Toothpick Towers: An Engineering Activity, with a special guest: one of our own engineers from the City!
 - o Ages 6-12
- The new Recreation Center Assistant began on February 3. We are excited to have her!











We are thrilled to launch our new youth program: City Scouts!

Adventures that empower youth to explore, learn, and grow while discovering the heart of our community! Tour various City facilities, meet local Officials, and experience the behind the scenes of the vital role each department plays in the community!

FREE program running February 2025 through May 2025

Ages 6-9 years very 1st Tuesday @ 4:30PM

REGISTRATION REQUIRED.

Visit cityofbastrop.org/recreation or scan the QR code for more details and registration.











MEETING DATE: February 6, 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



MEETING DATE: February 6, 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



MEETING DATE: February 6, 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 February 6, 2025

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

- In partnership with Main Street Program, we are taking a proactive approach to address the contamination issue with the recycling bins on Main Street. By replacing half of the cans with trash-only containers and covering the word "recycle," we are testing whether this will encourage the public to use the recycling portions properly. We will be monitoring the situation for six weeks to get valuable data on whether this change helps reduce contamination and make the recycling process more efficient. This trial period will give us a clearer picture of how the public interacts with the waste management system and whether additional changes or educational efforts are necessary. We are also considering other strategies, like increasing public awareness through signage or social media campaigns to remind people about proper recycling habits.
- New Kerr Community Park benches/tables/trashcans have been installed.
- Benches have been installed at Jewell Park.
- The department has received a report that we have been awarded the LCRA Steps
 Forward Grant. Employees from LCRA will repaint the BBP Pavilion and install two new
 trash cans around the playground. Along with the labor, the grant includes \$1000 to go
 towards supplies. Work is scheduled for April 10-11.
- Met with the interim director at the Bastrop Historical Museum about assisting us with
 the information and design of signs at each park. The signs will share the historic value
 of the parks and the areas around them. As we get the information, we will continue to
 update the website and share the information with the public through social media
 channels.
- Bastrop County Master Naturalists have received a grant for a project to restore the wildflower field in Bob Bryant Park. On 2/12, I will meet with the planning group to discuss strategy and timeline. This is going to be a fantastic project!
- Received the appraisal on the Bob Bryant Property. And I reached out to the Texas Parks & Wildlife Dept. TPWD is currently reviewing the appraisal for acceptance.
- Bastrop Ball fields are now on the asset list for rentals on our RecDesk software. All reservations will go through our department.
- Planning staff presented the Tree Protection Ordinance to P&Z on 1/30/25. The
 commission was very receptive to the Parks & Recreation Board suggestions. There
 were motions of support for all the items except for the fee and penalty portion. The
 commission was in support of the need for these penalties but sent the language to legal
 for review. It will come back to P&Z on 2/17. There is a possibility it could go to the
 council on 2/25 or 3/11.



N/A

STAFF REPORT

MEETING DATE: February 6, 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	e and task force update.
ATTACHMENTS:	



MEETING DATE: February 6, 2024

TITLE:

Receive a presentation on the various projects taking place during the Bastrop Clean Sweep on February 22, 2025.

AGENDA ITEM SUBMITTED BY:

Terry Moore, Parks and Recreation Director

BACKGROUND/HISTORY:

City of Bastrop employees and community volunteers will work together to complete a number of projects in throughout Bastrop. Various COB departments have organized work projects for these employees and volunteers to complete.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:

N/A



MEETING DATE: February 6, 2025

TITLE:

Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Thursday, November 7, 2024 Regular Meeting and the Monday January 13, 2025 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 and the January 13, 2025 Regular Meeting Parks and Recreation / Public Tree Advisory Board.

ATTACHMENTS:

DRAFT November 7, 2024 Minutes

DRAFT January 13, 2025 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 leu 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 sunanimously.	second week. Margaret seconded and passed
5I. Discussion of future agenda items	
Task Force Reports Volunteers Farm Street Village status update	
ADJOURNMENT	
Meeting was adjourned without objection.	
APPROVED:	ATTEST:
Chair Deborah Jones	

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

January 13, 2025

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, September 5, 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, Margaret Robinson, Deborah Jones, Steven Fobert, Gail Sheehan, and Nathanael Gold. Staff present were Parks and Recreation Director Terry Moore and Building and Facilities Manager Doug Haggerty. Council Member Cynthia Sanders-Meyer was present.

1. 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

Reports were tabled until next meeting due to workshop needs.

3B. Bastrop State Park Report

Reports were tabled until next meeting due to workshop needs.

3C. Bird City Coalition Report

Reports were tabled until next meeting due to workshop needs.

3D. Bird Junction Project Report

Reports were tabled until next meeting due to workshop needs.

3E. Bastrop Recreation Director's monthly update

Update was tabled until next meeting due to workshop needs.

4. PARKS & RECREATION WORKSHOP

- 4A. Discussion on the Tree and Preferred Plant List Ordinance
- 4B. Discussion of the proposed public Open Space and Community Enrichment Fund ordinance

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Consider action to approve Parks and Public Tree Advisory Board minutes from the November 7, 2024, Regular Meeting.

Due to workshop needs, this agenda item was tabled until next meeting.

5B. Receive updates on the Working Tas	k Force
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Due to workshop needs, this agenda item was tabled until next meeting.

- **5C.** Discuss and possible action regarding the City of Bastrop Parks and Recreation Master Plan. No action taken.
- **5D.** Recommendations and Actions on the suggested Tree and Preferred Plant List Ordinance Motion was made to section (d)(4) to adopt moderate proposed standards and change section (ii) from 2 to 5 years by Member Nathanael Gold and seconded by Member Krissie Fountain. Motion passed unanimously.

Motion was made to recommend removing individual species of Oak from the Technical Manual and make all species of Oak Trees (genus Quercus) protected by Member Krissie Fountain. Motion was seconded by Member Gail Sheehan. Motion passed unanimously.

Motion was made to recommend Tree mitigation fee be \$250 per 1 caliper inch; that Penalties for Unauthorized Removal of Trees adopt the moderate proposed standards and to add that the city will withhold the violator's Certificate of Occupancy until penalties are paid; and to recommend that invasive species removal credits be awarded ½":1" of invasive species removed. Motion was made by Member Margaret Robinson and seconded by Member Rick Rivera. Motion passed unanimously.

5E. Recommendations and Actions on the proposed public Open Space and Community Enrichment Fund ordinance

Motion of support was made by Member Margaret Robinson. Member Rick Rivera seconded. Motion passed unanimously.

ADJOURNMENT

Member Gail Sheehan made a motion to adjourn the meeting at 8:00pm. Member Rick Rivera secon	ded.
Motion passed unanimously.	

APPROVED:	ATTEST:	
Chair, Deborah Jones	Secretary, Nathanael Gold	



MEETING DATE: February 6, 2025

TITLE:

Working Task Force Updates

AGENDA ITEM SUBMITTED BY:

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



AGENDA ITEM:
Board will review the City's parks and



MEETING DATE: February 6, 2025

TITLE:

Texas A&M Forestry Grant opportunity

AGENDA ITEM SUBMITTED BY:

Terry Moore, Parks and Recreation Director

BACKGROUND/HISTORY:

Texas A&M Forest Service offers matching grants each year. One of the categories is for a Municipal Forester for \$100,000 over 3 years.

https://tfsweb.tamu.edu/uploadedFiles/TFSMain/Urban_and_Community_Forestry/About_Urban_and_Community_Forestry(2)/Request%20for%20Proposal.pdf Category 3 - Page 5.

FISCAL IMPACT:

Minimum of \$100,000 over 3 years

RECOMMENDATION:

Follow recommendations of the board.

ATTACHMENTS:

None