

# 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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May 01, 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.](#) 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, Fleet and Facilities Manager and Deborah Jones, Board Chair

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

[4A.](#) Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Tuesday, April 15, 2025 Regular Meeting.

Submitted by: Terry Moore, Parks and Recreation Director

[4B.](#) Consider and act on recommendations for possible park improvements.

Submitted by: Sylvia Carrillo-Trevino, City Manager

[4C.](#) Discuss, Consider and Act on the proposed 2025 Parks & Recreation Work Plan

Submitted by: Deborah Jones, Board Chair and Terry Moore, Parks and Recreation Director

[4D.](#) Review and approve the Fatherhood Mural Project Partnership in Fisherman's Park.

Submitted by: Gail Sheehan, Board Member and Terry Moore, Parks and Recreation Director

[4E.](#) Consider and act on recommended changes to Article 1.10 – Parks in the city ordinance and fee schedule.

Submitted by: Terry Moore, Parks and Recreation Director

[4F.](#) Update and discuss Parks and Recreation Master Plan

Submitted by: Terry Moore, Parks and Recreation Director

[4G.](#) Individual Requests from Parks and Recreation Board members for items to be listed on future agendas.

Submitted by: Terry Moore, Parks and Recreation Director

## 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: Monday, April 28, 2025 at 4:00 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:** May 1, 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:**

N/A

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

Parks & Recreation operational update



# City of Bastrop **PARKS &** **RECREATION**

Item 3A.

May 1, 2025

## Special events:

- i. Bastrop Market Days, May 3 (Downtown)
- ii. Movies in the Park, May 3 (Bob Bryant Park)
- iii. Mina Elementary Endurance Race, May 9 (Downtown area)
- iv. Piney Creek Bend Residential Association Block Party, May 17 (Piney Creek Bend)
- v. 23rd Annual Bastrop County Memorial Day Ceremony, May 26 (Fairview)
- vi. Bailey's Bull Bash, May 31 (Mayfest)
- vii. Pride Street Faire, June 6 (Downtown)
- viii. March for Jesus, June 7 (Fisherman's/Downtown)
- ix. Bastrop Juneteenth Celebration, June 21 (Downtown/Fisherman's)
- x. Big Bang Celebration, June 28 (Fisherman's)
- xi. 78th Annual Bastrop Homecoming & Rodeo, July 29-August 2 (Mayfest/Downtown)

## **Parks Operations Review**

- Parks Crews planted flowers in the beds at City Hall.
- Parks Crews added fresh mulch to various areas Downtown and at Delgado Park.
- Parks Crews completed landscaping work at Bob Bryant Park.
- Parks Crews installed playground signs at Kerr Park, Jewell Hodge Park, and Ferry Park.
- Parks Crews made repairs and prepared the Splash Pad for its season opening on Monday, April 14.
- Parks Crews repaired a water leak at Fireman's Park.
- Texas A&M Disaster Relief teams spent the week of April 7th at Mayfest Park for training.
- 16 linemen from LCRA showed up on Thursday and painted the pavilion at Bob Bryant Park as part of the LCRA Steps Forward Grant program. They did a great job!
- Parks Crews re-painted walkways, doors, benches and a swing set at various locations including Bob Bryant Park, Delgado Park, Hunter's Crossing and City Hall.
- Parks Crews continued to make repairs on the iron fence along the Riverwalk.
- Parks Crews completed a work order by adding dirt to an eroded area around the fountain at the Bark Park.
- Parks Crews removed the gravel from the Kerr Park playground. New drainage was installed, and Kiddie Playground Mulch was added to the playground.
- Parks Crews blew, washed and cleaned park pavilions after high use over the Easter holiday weekend.
- Parks Crews installed new trash cans at Bob Bryant Park.
- Parks Crews completed routine mowing and weed eating at various locations.
- Special Olympics Texas held their Central Region Soccer Tournament at Bob Bryant Park.





### Operations

- The AC at the Rec was fixed with a new part installed on March 31<sup>st</sup>. The AC at the Rec was leaking refrigerant but was fixed on April 7th.
- On April 3rd, we installed a new part on our treadmill to fix the incline option.
- Voting for the new Parks & Rec slogan closed on April 6th, and our new slogan is.....WHERE COMMUNITY GROWS!
- The Community Recreation and Events Coordinator attended a two-day training in New Braunfels for Crowd Management for Sport and Special Events on April 8th and 9<sup>th</sup>.

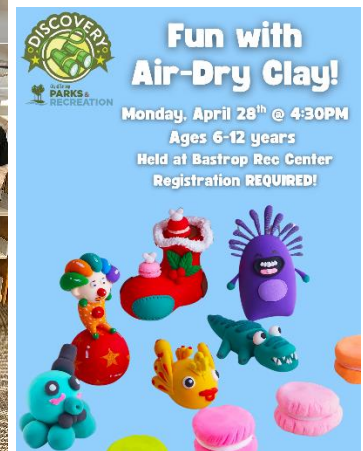
### Program Recap

- Easter in the Park went well! We may not have been able to show a movie, but the event was great!
- City Scouts - April 1<sup>st</sup> & April 16<sup>th</sup>
  - Our 6-9 y/o and 10-13y/o groups headed to the library this month for City Scouts! They got the grand tour, met staff, learned why libraries are important, learned the book check-in/check-out processes, and even got to unbox some brand new books that just came in.
- National Walking Day
  - The weather didn't stop us! We had some awesome folks come out and join our walking group for Walking Day on April 2nd.
- Partnered with the library on April 2<sup>nd</sup> Coffee & Friends. One of our Rec instructors came out and did an Adaptive Chair Yoga demonstration.
- Youth Discovery
  - April 14th | Purple Martins with the Bastrop County Audubon Society
- New workshops at the Rec!
  - Kitchen Sink Circuit Class - April 16<sup>th</sup> @ 2PM - target posture and injury prevention
  - Yoga Sculpt Workshop (4/9) at the Rec (free) taught by Diane Whooley and had 19 yogies in it!
  - Self Defense - May 2nd @ 6PM w/Police Dept.
- Music in the Park @ Fisherman's Park
  - April 10<sup>th</sup>
    - 6PM - Todd Roth
    - 7PM - Alex Henley
  - April 24<sup>th</sup>
    - 6PM - Ruby Dice
    - 7PM - Giulia Millanta

### Upcoming Programs, Events, and Partnerships

- Spring Basketball Skills w/N3XT Athletics
  - Fridays from April 18th through May 16th at Kerr Community Park
  - 4:30PM - ages 7-11
  - 5:30PM - ages 12-16
- Summer Programs and Partnerships
  - Pickleball Camps - partnering with Bastrop Area Pickleball Association
    - June 17-19 for ages 8-14
  - Soccer Camps - in partnership with FC Bastrop
    - July 22-24 | ages 8-14
  - Youth Disc Golf Camp
    - June 3-5 at Bob Bryant Disc Golf Course for ages 8+









# STAFF REPORT

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**MEETING DATE:** May 1, 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:**

N/A



# STAFF REPORT

**MEETING DATE:** May 1, 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:** May 1, 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:**

EXHIBIT Director's Report

EXHIBIT Parks Project Tracker





Directors Report  
May 1, 2025

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

- Update on the Pollinator Prairie project in Bob Bryant Park. Bastrop Master Naturalist invited Texas Parks & Wildlife specialist to evaluate the field to determine next steps to creating a vibrant wildflower field. There are many natural grasses in the field currently as well as wildflower blooms. Their recommendation was to wait and see what the weather season brings to the area to determine mowing schedule and reseeding times.
- LCRA completed their volunteer project and the pavilion at Bob Bryant Park looks great.
- Farm Street Parkland dedication ordinance will go to council on 5/13.
- First submission of FY26 budget was submitted to city manager on 4/30.
- Proposed New Park Projects: Nixon Property 43.112 acres

Parks Project Tracker						
Project	Project Cost	Fund Source	Account String	Amount Remaining	Estimated Completion Date	Notes
FISHERMANS						
Added Electric	\$2,665.85	General Fund	101-23-00-5352	\$1,083.30	completed 11/18/2024	
Replaced Fence at the Playground	\$9,508.00	General Fund	101-23-00-5352	\$1,083.30	Completed 12/6/2024	
Replacement of Backboard/Rim	\$4,647.23	General Fund	101-23-00-5352	\$1,083.30	Completed 1/20/2025	
Outlook Rennovation (at Ferry Park)	\$30,750.00	General Fund	105-00-00-6000		Completed 4/4/2025	
Add mulch to playground	\$1,000.00	Grand funding			Completed 3/28/2025	
Outlook Rennovation (at Neighbors)	\$28,000.00	General Fund	105-00-00-6000		May-25	
Concrete Raising	\$11,062.04	General Fund	101-23-00-5359	\$4,840.60	Jun-25	
Iron Fence Repair	\$3,000.00	General Fund	101-23-00-5359	\$4,840.60	Jul-25	
Riverwalk Erosion (under Bridge)	Awaiting bid				FY25	
Paint & Stripe court	\$3,800.00	General Fund	101-23-00-5352	\$1,083.30	Jun-25	
Walkway/Bollards/Crosswalk	\$42,000.00	Sidewalk/Park Designation			FY25?	Identified funds - \$4000 savings from Bob Bryant? 38K is Designated Park Fund, \$4000 from Bob Bryant savings
Adding Lighting to lower Basketball court	\$7,600	General Fund	101-23-00-5352		FY26	
Concrete Raising	\$7,000.00	General Fund	101-23-00-5359		FY26	
Extending Parking area at lower lot	awaiting bid				FY26	

BOB BRYANT PARK						
Replacement of Backboard/Rim	\$2,323.61	General Fund	101-23-00-5364	\$5,672.37	Completed 1/20/2025	
Playground Mulch	\$8,832.00	Grant funding	101-23-00-6203	\$89,200.52	Completed 3/25/25	
Shade Cloth Replacement	\$8,266.00	Special Projects	101-23-00-6203	\$89,200.52	Completed 3/25/25	
Playground Renovation Project	\$81,179.21	Special Projects	101-23-00-6203	\$89,200.52	Completed 3/25/25	
Paint the Pavilion	\$475.00	Grant funding			Completed 4/11/25	
Drainage repair	Awaiting bid					Working with Forsythe Brothers Infrastructure to begin this project.
Paint & Stripe court	\$1,900.00	General Fund	101-23-00-6203	\$89,200.52	Jun-25	
Add fencing to property line					FY26	

KERR						
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Replacement of all amenities (tables, cans, benches)	\$9,500.00	General Fund	101-23-00-5385	-\$14.71	Completed 12/2024	
Replacement of Backboard/Rim	\$2,323.62	General Fund	101-23-00-5385	-\$14.71	Completed 1/20/2025	
Paint & Stripe court	\$1,900.00	General Fund	101-23-00-5385	-\$14.71	Jun-25	
Playground Mulch	\$4,000.00	Grant Funding			Apr-25	
Playscape/shade	\$75,000/25,000	General Fund/Grant Funding	101-23-5385		FY26	

DELGADO						
Replace barrels with trash cans	\$1,200.00	General Fund	101-23-00-5355	\$14,368.82	8/1/2025	
Build Walking Trail	\$3,000.00	General Fund	101-23-00-5355	\$14,368.82	9/1/2025	
Pavilion	\$250,000.00	Grant Funding	101-23-00-5355		FY26	
Add abilities area and shade	\$200,000.00	Grant funding	101-23-00-5355		FY26/27	

FERRY						
Replace trash cans	\$1800 (\$600 each)	General Fund	101-23-00-5352	\$1,083.30	Completed 11/1/2024	
Replace Mulch	\$4,000.00	Grant Funding			Apr-25	
Replace 1swing, 2tables, 2benches		General Fund	101-23-00-5352		FY26	

JEWEL HODGE						
Installed Benches	\$1,967.53		101-23-00-5374	\$17.17	Completed 11/24/2025	Does this have a shade structure?/TM - no shade structure but it has a big tree and doesn't really need a shade. That playground already has the rubber surface too.

SPLASH PAD						
Splash Pad Resurfacing	\$9,153.85		101-23-00-5361 (\$1,153.85) 101-23-00-6203 (\$8,000)	\$1,221.27	Completed 4/1/2025	
Splash Pad recirculation	Expect Bid by 4/18				FY26	

PECAN PARK						
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Walking Trailhead Rehab	\$2,000.00	General Fund	101-23-00-5358	\$3,000.00	May-25	

DOG PARK						
Replace fountains	\$4,000.00	General Fund	101-23-00-5354	\$1,832.18	FY26	

FIREMANS						
Foulball Netting					FY26	
Dirt for Infield					FY26	

GENERAL PARKS PROJECT						
Kiosk signage/History project	\$12,000.00		Various parks		FY26	Wayfinding Project / All City Departments/branding. Discussions with Main Street, determining what type of kiosks, wayfinders work best for our parks.
Lighting in park areas at bridge	\$30,000.00	General Fund	101-23-00-5356	\$250.00	FY26	

Master Plan Updates/Progress						
Ordinance to add 15 acres on		13-May-25				



# STAFF REPORT

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**MEETING DATE:** May 1, 2025

**AGENDA ITEM:**

**TITLE:**

Discussion and changes in the operations of Mayfest Park

**AGENDA ITEM SUBMITTED BY:**

Doug Haggerty, Fleet 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

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**MEETING DATE:** May 1, 2025

**TITLE:**

Consider and act to approve Parks and Recreation / Public Tree Advisory Board meeting minutes from the Tuesday, April 15, 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 April 15, 2025 Regular Meeting Parks and Recreation / Public Tree Advisory Board.

**ATTACHMENTS:**

DRAFT April 15, 2025 Minutes



## MINUTES OF CITY OF BASTROP PARKS & RECREATION/PUBLIC TREE ADVISORY BOARD

April 15, 2025

The Bastrop Parks and Public Tree Advisory Board met in a Special Meeting on Thursday, July 5, 2018, at 5:20 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Deborah Jones, Gail Sheehan, Margaret Robinson, Rick Riviera, Krissie Fountain and Nate Gold on the phone. Staff present were City Manager Sylvia Carrillo Trevino, Director Terry Moore, and Council Member Liaison Cynthia Meyer.

### 1. CALL TO ORDER

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

### 2. ROLL CALL AND CONFIRMATION OF A QUORUM OF BOARD MEMBERS PRESENT

A quorum of 6 members were present. Steven Fobert was absent.

### 3. CITIZEN COMMENTS

There were no citizen comments.

### 4. ITEMS FOR INDIVIDUAL CONSIDERATION

4A. Discussion and possible action on:

#### 1. *Parks Master Plan update - Items in progress*

\*Motion made by Margaret Robinson, seconded by Gail Sheehan to recommend to the council to dedicate as parkland the 15-acre tract of land owned by the city located at Farm Street and Hwy 95. Approved unanimously.

#### 2. *Possible amendment to the Parks Master Plan*

#### 3. *Inventory and Maintenance Plan*

Sylvia discussed the possibility of additional funding coming online so she is looking to get direction from the board on priority of projects.

Discussion about priorities and projects to focus on included putting a Par 3 Golf Course in combination with a disc golf course on the Farm Street property. Updating the current splash pad and working on a plan to use the runoff water in a different way. That would be a water dept project.

Final list of projects are as follows: Par 3/Disc Golf course, Splash pad rehab, Delgado Park ADA Updates/Shade, Kerr Playscape/Shade, New Water Feature, Mayfest Playscape, Fireman's Park/Soccer, BEDC 7 acre tract lease, Carts to Parks, (All Parks) ADA Accessibility, Programming for New Parks, Maintenance/Repair Schedule/Budget, Murals (Work with Cultural Arts), Fisherman's Park Restroom Upgrade, Bridge Update.

Submitted by: Sylvia Carrillo-Trevino, City Manager and Deborah Jones, Board Chair

- 6B. Final Park Rental ordinance updates – Chair wanted to not discuss, do further research.
- 6C. Consider and act to approve Parks and Recreation/Public Tree Advisory Board meeting minutes from the Thursday, February 6, 2025 Regular Meeting.

ADJOURNMENT

Adjourned at 6:30 p.m. without objection.

APPROVED:

ATTEST:

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Chair, Deborah Jones

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Secretary, Nate Gold



# STAFF REPORT

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**MEETING DATE:** May 1, 2025

**TITLE:**

Consider and act on recommendations for possible park improvements.

**AGENDA ITEM SUBMITTED BY:**

Sylvia Carrillo-Trevino, City Manager

**BACKGROUND/HISTORY:**

Review, consider and discuss options for possible park improvements.

**FISCAL IMPACT:**

Unknown

**RECOMMENDATION:**

Recommend to council the consensus of projects and priorities of park improvements for the upcoming year.

**ATTACHMENTS:**

N/A





# STAFF REPORT

**MEETING DATE:** May 1, 2025

**AGENDA ITEM:**

**TITLE:**

Discuss, Consider and Act on the proposed 2025 Parks & Recreation Work Plan

**AGENDA ITEM SUBMITTED BY:**

Deborah Jones, Board Chair

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

The City Council requires each board and commission to have a work plan.

The purpose of a work plan is to provide a structured and organized roadmap for the work of the Parks & Recreation Board/Public Tree Advisory Board. Its goal is to act as a central point of reference for team members as you work through items of priority. An effective work plan will drive the work of the board toward the same goals.

As part of the March and April board agenda, the attached work plan was presented for consideration. To date there has not been a vote.

At the April 15, 2025, special board meeting, CM Carrillo-Trevino presented ideas for future projects. Together, there was a list of proposed projects that the board agreed should be a priority. The list, in no particular order, consisted of: 1) Par3/Disc Golf Course, 2) Splash pad rehab, 3) Delgado park ADA Updates/shade, 4) Kerr Playscape/Shade, 5) New Water Feature, 6) Mayfest Playscape, 7) Fireman's Park/Soccer, 8) BEDC 7-acres tract lease, 9) Carts to Parks, 10) All Parks-ADA Accessibility, 11) Programming for new parks, 12) Maintenance/repair schedule/budget, 13) Murals (working with the Cultural Arts Commission), 14) Fisherman's Park Restroom Upgrade, 15) Bridge Update.

Since that meeting, Board Chair Jones has suggested the following for consideration as immediate goals:

Par Three/Disc Golf  
 7.0 acres from BEDC (Sports Fields)  
 Carts to Parks David Marsh 512-629-9456  
 Curtis Hancock (Splash Pad) Renovation  
 Bridge Bids Update  
 Rec Center Splash Pad and/or pool  
 Mural at Show Barn Pavillion  
 Mural in Fishermans  
 History Signage at each park  
 Standardization  
 Possible Pop Up disc golf event at State Park

The purpose of this agenda item is to make adjustments/additions/deletions/changes to the attached work plan for 2025.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

Adopt a 2025 Parks & Recreation/Public Tree Advisory Board work plan.

**ATTACHMENTS:**

- 1) Proposed 2025 Park & Recreation Work Plan



## Park & Recreation Board Work Plan FY 2025

The Park & Recreation Board defines it's self as the voice of the community as it pertains to park and recreation development and the continued maintenance. Its mission is to continue to advocate for continued growth of both parks and recreation in the community.

### Board Goals:

1. Continue to work on the implementation of the FY24 Ten Year Master Plan.
2. Focus on maintenance in the city parks.
3. Activate members of the Board & Community through task force groups to get specific work completed.

### Action Plan:

#### **Continue to work on the implementation of the FY24 Ten Year Master Plan.**

- Work the actions steps in the plan.
- Advocate for community to push forward the goals and objectives in the master plan.

#### **Focus on maintenance in the city parks.**

- Focus on safety.
- Continue to listen to the public and share what specific areas are priority for replacement or repairs.
- Look for grant and partnership opportunities to support the work.

#### **Activate members of the board & Community through task force groups to get specific work completed.**

- Listen to community ideas and suggestions for improvements and/or additions in the parks or the recreation program.
- Bring community to the table to engage in specific work.



# STAFF REPORT

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**MEETING DATE:** May 1, 2025

**TITLE:**

Review and approve the Fatherhood Mural Project Partnership in Fisherman's Park.

**AGENDA ITEM SUBMITTED BY:**

Gail Sheehan, Board Member  
Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Gail, Deborah, and Terry met with the Bastrop County Cares Fatherhood Coalition lead, William Blalock, on April 24 in Fisherman's Park to discuss the possibility of a mural project on the concrete wall along the Riverwalk.

From that meeting, Gail will bring guidelines to the board for consideration. Terry will consult with the leadership of Cultural Arts Commission for guidance. As the project guidelines are being confirmed, William will put together a plan to engage the community.

**FISCAL IMPACT:**

Unknown

**RECOMMENDATION:**

Approve the suggested guidelines and recommendations of the chair to support the partnership.

**ATTACHMENTS:**

N/A





# STAFF REPORT

**MEETING DATE:** May 1, 2025

**TITLE:**

Consider and act on recommended changes to Article 1.10 – Parks in the city ordinance and fee schedule.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

Article 1.10 – Parks, defines how the city parks are utilized by its residents and visitors. Included in the ordinance are the guidelines for how parks, pavilions, and amenities are rented and how payment is made. As the parks system has grown, as well as the department, adjustments are required so the staff can work more efficiently as well as providing more convenience for the residents and visitors to the park.

This board has discussed the fee schedule before. Staff is choosing to bring it back to the board for review with additional changes suggested to the Park Ordinance. If approved, staff will present it to the council on 5/27/25 with your recommendations.

1) Allow Food and Vendors in the park for a fee that would go into the Park Designated Fund.

\*Currently there is no mechanism in the ordinance for the city to allow a food and/or drink vendor to set up in the park outside a special event permit. Staff recommend the following changes:

Article 1.10-Parks/Sec 1.10.002 -Park rules (c)(8) states: The sale of food and drink concessions in the city, **include the park and** including at the concession stand, is strictly prohibited without compliance with **article 4.04** of this Code, including obtaining a vendor permit and **submitting a \$50 per day fee that would go back to the Park Designated Fund**, and a **Bastrop County** certificate of health inspection, and certification of insurance naming the City of Bastrop as an additional insured. ~~as well as any other applicable state and local permits and licensing.~~ Permits would be submitted and approved by the Parks & Recreation Department.

2) Allow the department to accept credit cards for payment for rentals of park amenities.

\*The current ordinance specifically mentions in Sec 1.10.003 (c) (2) that payment can only be made by cash or check. The convenience of online rentals and payments has significantly improved customer experience and increased the number of rentals received. With the acceptance of credit cards comes a fee that is currently absorbed by the city. Staff would like to recommend the following changes to the current code:

Article 1.10 – Parks/Sec.1.10.003 – commercial use of the parks. (c)(2) All fees and reservations for commercial uses shall be made through the **Parks & Recreation** parks department. Fees and security deposits shall be made ~~only~~ by cash, ~~or~~ check **or credit card with service fee**. Once the applicable fee and deposit is paid, a permit to conduct the requested activity, class or course will be issued. A failure to comply with any of the terms set forth herein will subject the applicant to loss of the deposit.

3) Fees for using park amenities are in the ordinance under the title of Appendix A Fee Schedule. In the attachment, the notes indicate recommended changes. Most prominently is the addition in each category of the words “per 4 hour block”. This allows the amenities to be rented and used by more than one family per day. It also allows us to gain more revenue. There is a recommended change for tournaments at the Disc Golf course from \$200 to \$125. And a change for RV hook ups at Mayfest Park from \$35 to \$50. This recommendation is to be used in the case of individuals using the RV hookups outside of a special event. When an organization submits a special event permit, the use of the electrical/RV hookups is charged to the event at \$35 each.

There has also been discussion of giving city residents a 20% discount for the rental of the amenities in the park. This warrants a discussion from the board on how to proceed with this item.

#### **RECOMMENDATION:**

Staff recommends approval of stated changes.

#### **ATTACHMENTS:**

1. Exhibits: Sec. A1.10 Parks/ Appendix A Fee Schedule

**Sec. A1.10 Parks.**

SEC Reference	Last updated	Description	Amount of fee/ Deposit
1.10.002	Ord. No. 2022-22 9/20/2022	<b>Private/Non-Profit fees and deposits:</b>	
		Pavilions (including BBQ pits when available) and concession stand. Schedule for noncommercial fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		Less than 100 Patrons	\$50.00/\$50.00 Per 4 hour block
		101-200 Patrons	\$100.00/\$150.00 Per 4 hour block
		201-300 Patrons	\$150.00/\$250.00 Per 4 hour block
		Concession Stands (The concession stand at the splash pad may only be reserved by youth (17 and under). Parent or guardian adult supervision is required. Other fees, including vendor and/or permit fee may apply (see chapter 4 of this code).	\$0.00/\$50.00
		<b>Multipurpose fields:</b>	
		Schedule for noncommercial fees and deposits for multipurpose fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.	
		0—100 Patrons	\$50.00/\$100.00 Per 4 hour block
		101—300 Patrons	\$75.00/\$150.00 Per 4 hour block
		301—500 Patrons	\$100.00/\$200.00 Per 4 hour block
		<b>Additional park amenities fees for Private/Non-Profit use.</b>	
		Softball fields—daily/practice use	\$20.00 per hour /\$50.00 flat fee Per 4 hour block
		Softball fields—additional lighting (6:00 p.m.—10:00 p.m.)	\$10.00 per hour
		Softball fields—tournament use	\$150.00 per day /\$100.00 flat fee Per 4 hour block
		Softball fields—tournament use-additional lighting (6:00 p.m.—10:00 p.m.)	\$10.00 per hour

## Proposed changes by Park &amp; Recreation Board-Approved 8.10.24

		Sand volleyball court (no lighting available)	\$40.00 per 4-hour block
		Pier/scenic outlook	\$40.00 per 4-hour block
		Pier/scenic outlook-seating at additional cost	\$2.00 per chair
		Tennis & Basketball courts	\$4.00 per 4-hour block
		Tennis & Basketball courts-limited lighting available	\$10.00 per hour (6:00 p.m.—10:00 p.m.)
		Disc Golf Tournaments	\$125.00 (100 players); \$2.00 per player after 100
		Additional equipment required	Standard FEMA rates apply
		Barricades - Type I	\$3.00 each
		Barricades - Type II	\$10.00 each
		Barricades - Type III	\$20.00 each
		Cones 24—36 inches	\$1.00 each
		Cones 48 inches	\$2.00 each
		<b>For profit fees and deposits:</b>	
		Pavilions (including BBQ pits when available). Schedule for Profit use fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		Less than 100 patrons	\$100.00/\$200.00 Per 4 hour block
		101—200 patrons	\$200.00/\$300.00 Per 4 hour block
		201—300 patrons	\$300.00/\$400.00 Per 4 hour block
		Greater than 300	Special event permit required
		<b>Multipurpose fields</b>	
		Schedule for Profit use fees and deposits for the multipurpose fields in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		0—100 patrons	\$100.00/\$200.00 Per 4 hour block
		101—200 patrons	\$250.00/\$400.00 Per 4 hour block
		201—500 patrons	\$400.00/\$600.00 Per 4 hour block
		<b>Additional park amenities fees for Profit use.</b>	

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(Supp. No. 15)

## Proposed changes by Park &amp; Recreation Board-Approved 8.10.24

		Softball fields—daily practice use	\$30.00 per hour /\$100.00 deposit Per 4 hour block
		Softball fields—additional lighting (6:00 p.m.—10:00 p.m.)	\$10.00 per hour
		Softball fields—tournament use	\$250.00 per day/\$200.00 deposit
		Sand volleyball court—4-hour block (no lighting)	\$80.00
		Pier/Scenic outlook—additional seating	\$3.00 per chair
		Tennis & Basketball courts—4-hour block	\$80.00
		Tennis & Basketball courts—limited lighting available (6:00 p.m.—10:00 p.m.)	\$10.00 per hour
		City staff - required with 100+	\$25.00 per hour
		Disc Golf Tournaments	\$200.00 (100 players); \$2.00 per player after 100
		Additional equipment required	Standard FEMA rates apply
		Barricades Type I	\$10.00 each
		Barricades Type II	\$25.00 each
		Barricades Type III	\$30.00 each
		Cones 24-36"	\$2.00 each
		Cones 48"	\$4.00 each
		The fees and deposits provided for in this section are for one (10) week period of the commercial use. Each ten (10) week period shall require a new fee and deposit.	
		<b>Rodeo Arena Rental Fees</b>	
		Rodeo Arena Rental includes lighting	\$200.00 per day
		Security Deposit for entire event	\$400.00
		Rodeo Arena Rental-4-hour block before dark	\$50.00
		4-hour block before dark security deposit	\$100.00 per 4-hr block
		Rodeo Arena Rental-4-hour block after dark	100.00
		4-hour block after dark security deposit	\$200.00 per 4-hr block
		<b>Services required during event</b>	<b>See Fee Schedule</b>
		Arena dirt work—City crew-tractor, drag	\$50.00 per hour
		City Staff (litter, assistance, etc.)	\$20.00 per hour, per person
		Electricity for arena lights	\$10.00 per hour

## Proposed changes by Park &amp; Recreation Board-Approved 8.10.24

		Water for arena dirt work	\$5.00 per 1,000 gallons
		RV and/or campsites with hook-ups (includes water/electric)	\$50.00 per day
		Concession stand/kitchen	See concession stand agreement
		<b>Dog training</b>	
		Dog training classes in Bark Park only per class	\$25.00
		Deposit	\$50.00
		<b>Recreation</b>	Membership Fees Monthly
		Individual	Resident \$30.00; Non-Resid. \$35.00
		Family	Resident \$50.00; Non-Resid. \$55.00
		Senior/Military/Disabled Person(s)	Resident \$20.00; Non-Resid. \$25.00
		Military Family	Resident \$40.00; Non-Resid. \$45.00
		City Employee	Indiv. \$0.00; Family \$30.00
		Drop-in Fee	\$5.00—\$20.00

(Ord. No. 2018-21 , § 1(Exh. A), 9-25-18; Ord. No. 2021-12 , § 1(Exh. A), 9-21-21; Ord. No. 2022-22 , § 1(Exh. A), 9-20-22)





# STAFF REPORT

**MEETING DATE:** May 1, 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 and discuss actions pertaining to the fulfillment of the plan.

Items could be, but are not limited to:

Land Acquisition

Recreation Center/Sports fields

Grant Opportunities

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**

N/A



# STAFF REPORT

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**MEETING DATE:** May 1, 2024

**TITLE:**

Individual Requests from Parks and Recreation Board members for items to be listed on future agendas.

**AGENDA ITEM SUBMITTED BY:**

Terry Moore, Parks and Recreation Director

**BACKGROUND/HISTORY:**

What items should be placed on the next agenda?

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**

N/A