

# 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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October 06, 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 Board Liaison Secretary at (512) 332-8920, or write to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) 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 THE MINUTES**

- 4A. [Consider action to approve Parks and Public Tree Advisory Board minutes from the September 1, 2022 regular meeting.](#)

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

- 5A. [Update and discuss on Parks Master Plan](#)
- 5B. [Update and Discuss Parks Special Events](#)
- 5C. [Update and Discuss Hope Tree](#)

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

/s/Sandy Holder  
Sandy Holder, Public Works Technician



# STAFF REPORT

**MEETING DATE:** October 6, 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 Monthly Operational Report. Report will be in the agenda packet.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Review staff Parks Monthly Operational Report.

**ATTACHMENTS:**

Parks operational update

Parks Update:

- Earlier this month Parks staff set out a memorial bench on the Riverwalk for Sherry Schena.
- Parks assisted the Streets & Drainage division with ROW pruning on Pecan Street and removed a dead tree over the street by Mina Elementary.
- Parks staff planted 2 trees at Delgado and 1 Bob Bryant Parks.
- Parks staff planted lantana at City Hall.
- Parks staff assisted with traffic control for the BHS Homecoming Parade.
- The month of September was extra busy sadly for Parks staff member, Terry Wendland who is the main gentlemen who cleans a majority of graffiti regardless of the surface it is displayed upon. This month we had weekly graffiti on park tables on the Riverwalk, Fisherman’s, and Ferry Parks. Recently the Wheeled Skate park was vandalized with graffiti and an entire pole with two park signs was snapped off at the ground and stolen.

















# STAFF REPORT

**MEETING DATE:** October 6, 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:** October 6, 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



# STAFF REPORT

**MEETING DATE:** October 6, 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





# STAFF REPORT

**MEETING DATE:** October 6, 2022

**AGENDA ITEM:** 2E

**TITLE:**

Council Liaison Report

**AGENDA ITEM SUBMITTED BY:**

John Kirkland, Council Liaison

**BACKGROUND/HISTORY:**

Review Council Liaison Report

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**

N/A



# STAFF REPORT

**MEETING DATE:** October 6, 2022

**AGENDA ITEM:** 4A

**TITLE:**

Consider action to approve Parks and Public Tree Advisory Board minutes from the September 1, 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 September 1, 2022 Parks and Public Tree Advisory Board.

**ATTACHMENTS:**

- 1. Minutes



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

September 1, 2022

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, September 1, 2022, at 6:00 p.m. at City Hall. Members present were Betty Rucker, Kerry Fossler, Steven Fobert, Barbara Wolanski, Margaret Robinson, and Jamie Creacy. Members absent were Sarah Rooney. City staff and representatives present were Arborist Thomas Martinez, Recreation Manager Terry Moore, and Council Liaison John Kirkland. City staff and representatives absent were Public Works Director Curtis Hancock.

### 1. CALL TO ORDER

At 6:00 p.m. a Board photograph was taken.

At 6:07 p.m. Chair Barbara Wolanski called the meeting to order.

### 2. STAFF AND BOARD BRIEFINGS

#### 2A. Parks Report

Report was given by staff member Thomas Martinez.

#### 2B. Bastrop State Park Report

Report was given by Jamie Creacy.

#### 2C. Bastrop Recreation Report

Report was given by staff member Terry Moore.

#### 2D. Bird City Coalition Report

Report was given by Kerry Fossler.

#### 2E. Council Liaison Report

Was approached by citizen Gilbert Cervantes regarding 9-hole golf course. Informed him of opportunity for citizen comments at City Parks Board meeting.

### 3. CITIZEN COMMENTS

Citizen Gilbert Cervantes expressed interest in and benefits of the City providing a public 9-hole, 3-par golf course on a privately held tract of land adjacent to May Fest Hill Park.

### 4. APPROVAL OF THE MINUTES

#### 4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the July 7, 2022, regular meeting. August 4<sup>th</sup> meeting was canceled due to Bastrop Homecoming.

Motion was made by Member Betty Rucker and seconded by Vice Chair Margaret Robinson. Vote was unanimous.

### 5. ITEMS FOR INDIVIDUAL CONSIDERATION

#### 5A. Update and discuss on Parks Master Plan

No update was given. Staff member working project has been out so update information was not available. Item will be moved to the October agenda.

**5B. Discussion on Bird Coalition Application**

No discussion needed. The application is moving forward as noted in item 2D. Bird City Coalition Report.

**5C. Update and Discuss Parks Special Events**

List of Fall Special Events was provided in the meeting packet. City Arborist Thomas Martinez reviewed the list.

**5D. Discuss and consider Photography Collaboration**

Member Kerry Fossler expressed interest in bringing forth a project that would focus on telling community stories of our parks through photography. People are interested in what the locals are doing, and we can elevate the interest and awareness of what is going on in our parks through this project. This is still in the idea formulation phase with various thoughts on who to engage such as professional photographers or youth, how to collect the photos into an available format such as using social media # (hashtag), etc..

**5E. Update and discuss Possibility of Musical Trail in Bastrop by Suzy Turner**

The Board welcomed guest presenter Suzy Turner with Soulshine Rhythm Experience. Suzy presented on the benefits of music to citizens and the benefits of building community through music. Suzy represents the product Percussion Play which is a brand of outdoor musical instruments carried by Fun Abounds playground company. Suzy presented ideas on how the Percussion Play line of instruments could be used in various applications within the city and within parks to provide benefits to citizens. Board members expressed that this would be worth looking into during the upcoming Master Park Planning Process.

**6. UPDATES**

Update topics were not discussed.

**7. ADJORNMENT**

Member Betty Rucker made a motion to adjourn the meeting at 7:45 p.m. Vice Chair Margaret Robinson seconded. The vote was unanimous.





# STAFF REPORT

**MEETING DATE:** October 6, 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:** October 6, 2022

**AGENDA ITEM:** 5B

**TITLE:**

Update and Discuss Parks Special Events

**AGENDA ITEM SUBMITTED BY:**

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

**BACKGROUND/HISTORY:**

Special Events in the City of Bastrop for October, November, and December.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**

- Fall Special Events Dates

**Special Events:**

- **October 1<sup>st</sup>, Parks staff worked Movies in the Park at Fisherman's multi-purpose field with the City's Boo Bash event occurring before the movie started. Parks staff handed out candy to kids.**
- **November the 5<sup>th</sup>, will be the final Movies in the Park for the season with Homeward Bound as the featured film.**
- **November 11<sup>th</sup> & 12<sup>th</sup>, will be the Veteran's Day Car Show downtown from 4pm to 10pm Friday night and 7am to 4pm Saturday.**
- **November 26<sup>th</sup>, the city will be hosting the Christmas Tree Lighting in Fisherman's Park from 5:30 to 6:30pm.**
- **December 10<sup>th</sup>, the city's Lighted Christmas Parade will be occurring on Main Street from 6pm to 8pm.**





# STAFF REPORT

**MEETING DATE:** October 6, 2022

**AGENDA ITEM:** 5C

**TITLE:**

Update and Discuss Hope Tree

**AGENDA ITEM SUBMITTED BY:**

Curtis Hancock, Public Works Director

**BACKGROUND/HISTORY:**

Jana Lynch, a local artist who has recently moved to Bastrop from Ruidoso. Jana is hoping to start a Hope Tree in Fisherman's Park.

What is a Hope Tree? Jana paints wooden butterflies and glues them to a tree to honor someone's loved ones. She asks 15 to 30 dollars for her to paint a butterfly or 10 to 15 for you to paint one at a local event. She will ship you a butterfly kit that includes, the wooden butterfly, paint brushes, paint, glitter, glue, and jewels for 20 dollars plus 5 dollars for shipping.

Half of all money she collects goes to a charity of the City's choice.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

**ATTACHMENTS:**