

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



September 01, 2022

Agenda - Parks and Public Tree Advisory Board at 6:00 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 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.

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 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 July 7, 2022 regular meeting. August 4th meeting was canceled due to Bastrop Homecoming.](#)

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. [Update and discuss on Parks Master Plan](#)

- 5B. [Discussion on Bird Coalition Application](#)
- 5C. [Update and Discuss Parks Special Events](#)
- 5D. [Discuss and consider Photography Collaboration](#)
- 5E. [Update and discuss Possibility of Musical Trail in Bastrop by Suzy Turner](#)

6. UPDATES

Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.

7. 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: August 23, 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: September 1, 2022

AGENDA ITEM: 2A

TITLE:

Parks Report

AGENDA ITEM SUBMITTED BY:

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

BACKGROUND/HISTORY:

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

FISCAL IMPACT:

N/A

RECOMMENDATION:

Review staff Parks June & August Operational Report.

ATTACHMENTS:

Parks operational update

Parks Update:

- Parks staff installed the redesigned “Bird themed” parking lot signs around town.
- Parks staff installed picnic tables in Fisherman’s park.
- Parks began replacing park signs with new approved branded signs.
- Parks staff repainted the pipe fencing in Fisherman’s park.
- Parks continued pruning trees along Hwy 71 for upper deck vehicle clearance.
- Parks staff pruned trees on Main St. for pedestrian clearance.
- Parks assisted with site preparation and finishing touches for the Bird Blind at Bob Bryant park.
- Parks staff prepared the rodeo arena for the annual Homecoming festivities and assisted with traffic control for the parade.
- Parks staff assisted the Streets & Drainage Division with tree work in city ROW’s for public safety.
- Parks staff installed trash cans and dog dispensers for the Disc Golf course at Bob Bryant.
- Parks staff performed tree pruning in Fairview Cemetery for vehicle clearance.









STAFF REPORT

MEETING DATE: September 1, 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: September 1, 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

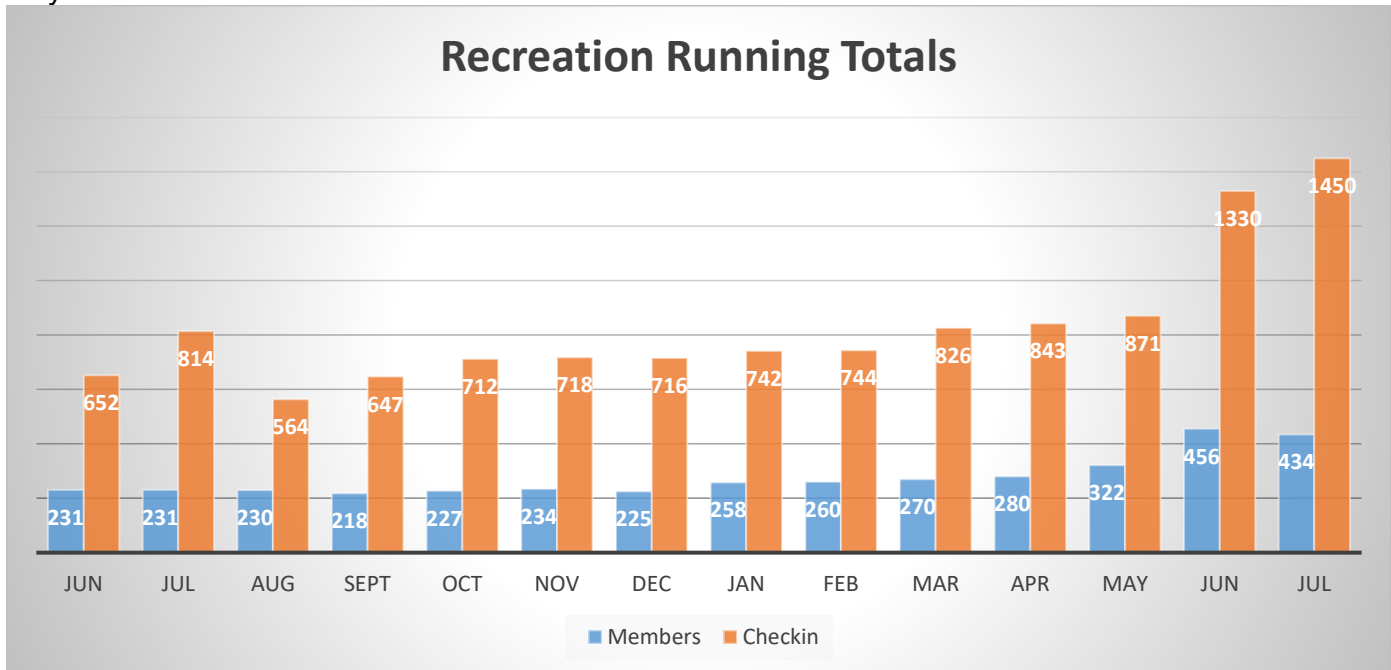


August 22, 2022

Parks Board September Recreation Report

Membership as of today's date is at 398 members.

July YTD Totals



Open Gym participation – June was a big month for the open gym with 103 participants. July is typically vacation month and we saw a significant drop to 79. We have already seen the number going back up with August to date numbers being 95.

July & August Highlight:

- Building got a new paint job and mirrors were added to the fitness floor area.
- Water Safety – Very successful with a total of 5 weeks of full classes. Full = 40 slots per week
- Discovery Days – another success with all three weeks of camp serving 15 to 22 kids per week.
- Bike Brigade rode and represented recreation in the Homecoming Parade
- Recreation was featured at the Library Storytime. Super Fun!
- July 6th celebrated the 1st year birthday of the recreation program operating in the center at 1008 Water Street.
- Hosted a gymnastics class for the month of July for ages 4 to 12yrs of age
- In July added Break Dance to the schedule for all ages.
- Hosted Water Fitness classes at the state park pool until 8/12.
- Air Fryer Conversation class on 8/19
- Became a Silver Sneaker Partner in August.

Upcoming

- October 14th – *Pink Park!*
Recognizing Breast Cancer Awareness month. The concept is to provide a fun family event, while showcasing resources available to those who have been diagnosed or are being treated for Breast Cancer.
Bob Bryant Park, 5:30 to 8pm

Respectfully Submitted by:
Terry Moore



STAFF REPORT

MEETING DATE: September 1, 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:



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 2E

TITLE:

Council Liaison Report

AGENDA ITEM SUBMITTED BY:

John Kirkland, Council Liaison

BACKGROUND/HISTORY:

Welcome to the Parks and Public Tree Advisory Board.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Welcome to the Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 4A

TITLE:

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

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 July 7, 2022 Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

July 7, 2022

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, July 7, 2022, at 6:00 p.m. at City Hall. Members present were Jamie Creacy, Kerry Fossler, Margaret Robinson, Sarah Rooney, Betty Rucker, Barbara Wolanski and Liaison Councilman John Kirkland. Absent was Steven Fobert. Staff present were City Arborist Thomas Martinez and Public Works Technician Sandy Holder. Staff absent were Public Works Director Curtis Hancock and Recreation Manager Terry Moore.

1. CALL TO ORDER

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

2. STAFF, BOARD, AND COMMITTEE MONTHLY OPERATIONAL REPORTS

2A. Parks Report

Report was given by staff Thomas Martinez.

2B. Bastrop State Park Report

Report was given by Jamie Creacy.

2C. Recreation Report

Written report was submitted by Terry Moore and presented by Kerry Fossler.

2D. Bird City Coalition Report

Report was given by Kerry Fossler.

2E. Council Liaison Report

Liaison Councilman John Kirkland is a Texas Master Beekeeper.

3. CITIZEN COMMENTS

There were no citizen comments.

4. APPROVAL OF THE MINUTES

4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the June 2, 2022 regular meeting.

Motion was made by Board Member Betty Rucker and seconded by Board Member Jamie Creacy. Vote was unanimous.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Update and discuss Parks Master Plan

No update was given. This agenda item will be moved to the next agenda on September 1, 2022.

5B. Update and discuss Parks Fee Schedule

City Arborist Thomas Martinez gave an update. For Disc Golf Tournaments, the Parks Board recommends a \$200 fee for the first 100 players and an additional \$2 fee per player for every player over 100. Special event applications are required for all tournaments. Motion was made by Vice Chair Margaret Robinson and seconded by Board Member Kerry Fossler. Vote was unanimous.

5C. Update and discuss Board Secretary.

Sarah Rooney was nominated by board member Margaret Robinson and seconded by Kerry Fossler. Vote was unanimous. Sarah Rooney accepted.

6. ADJOURNMENT

Board Member Betty Rucker made the motion to adjourn the meeting at 7:07pm. Vice Chair Margaret Robinson seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 5A

TITLE:

Update and discuss on Parks Master Plan

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director
Terry Moore, Bastrop Recreation

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:

The City of Bastrop received five (5) Request for Qualifications (RFQ) and reviewed by the selection committee for Rebecca Gleason, Jennifer Bills, Fabiola De Carvalho, Terry Moore and Curtis Hancock. There was four consulting firms selected for interviews.

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 5B

TITLE:

Discussion on Bird Coalition Application

AGENDA ITEM SUBMITTED BY:

Kerry Fossler
Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Bird Coalition Application

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 5C

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 September, October, and December.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:

- Fall Special Events Dates

Fall Special Events:

September 3rd-Movies in the Park-Encanto
September 21st-BHS Homecoming Parade
September 22nd-25th-Bastrop Music Festival
October 1st-Movies in the Park/Boo Bash-Beetlejuice
October 7th-Main St. Board Crosswalk Mural Installation-Main & Spring
November 5th-Movies in the Park-Homeward Bound
November 11th-12th-Veterans Day Car Show
November 26th-Christmas Tree Lighting
December 10th-Lighted Christmas Parade



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 5E

TITLE:

Discuss and consider Photography in the Parks

AGENDA ITEM SUBMITTED BY:

Kerry Fossler, Board Member
Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Photography in the Parks- Pair a photographer with a park, to take photographs and brag on the parks to post on social media, possibly include children photographers.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: September 1, 2022

AGENDA ITEM: 5D

TITLE:

Discuss and consider Percussion Play- Musical Trails Presentation

AGENDA ITEM SUBMITTED BY:

Kerry Fossler, Board Member
Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Board Member Kerry Fossler has spoken too Percussion Play and would like to do a Presentation of Musical trails to the City of Bastrop Parks

FISCAL IMPACT:

N/A

RECOMMENDATION:

Discuss and consider Percussion Play- Musical Trails

ATTACHMENTS:

N/A