

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



April 06, 2023

Agenda - Parks and Public Tree Advisory Board at 5:00 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.

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1. **CALL TO ORDER**
 2. **REPORTS**
 - 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. 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. ITEMS FOR INDIVIDUAL CONSIDERATION

- 4A. [Consider action to approve Parks and Public Tree Advisory Board minutes from the February 21, 2023 regular meeting and the special joint council meeting.](#)
- 4B. [Update on Murals in Bob Bryant drainage channel](#)
- 4C. [Update and discuss on Parks Master Plan](#)
- 4D. [Discussion on open Parks Board Members](#)
- 4E. [Update and discuss Bird Houses](#)
- 4F. [Update and discuss Special Olympics Texas in Bob Bryant Park](#)
- 4G. [Update and discuss Lost Pines Christmas Lights](#)
- 4H. [Update and discuss Ferry Park Volunteers](#)

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 and said Notice was posted on the following date and time: March 29, 2023 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

Sandy Holder, Public Works Technician



STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 2A

TITLE:

Parks Report

AGENDA ITEM SUBMITTED BY:

Donald Smuck, Parks Superintendent
Curtis Hancock, Director of Public Works

BACKGROUND/HISTORY:

Review Bastrop Parks monthly operational report.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Review staff Parks March Operational Report.

ATTACHMENTS:

Parks operational update

Parks Operational Update

- Parks staff removed tree hazards for the disc golf course.
- Parks crews installed bike racks along Main Street
- Parks crews worked on a drainage issue on the Riverwalk.
- Parks began preparing the splash pad for the summer season, beginning April 6th!





STAFF REPORT

MEETING DATE: April 6, 2023

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: April 6, 2023

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:

Bastrop Recreation Report



STAFF REPORT

MEETING DATE: April 6, 2023

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:

Bird City Coalition Report



STAFF REPORT

MEETING DATE: April 6, 2023

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: April 6, 2023

AGENDA ITEM: 4A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the February 21, 2023 regular meeting and the special joint council 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 February 21, 2023 Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A

**MINUTES OF JOINT BASTROP CITY COUNCIL AND CITY OF BASTROP PARKS AND PUBLIC TREE
ADVISORY BOARD**

February 21, 2023

The Bastrop City Council and Parks and Public Tree Advisory Board met in Joint Meeting on Tuesday, February 21, 2023, at 5:30 p.m. at City Hall. City of Bastrop Parks and Public Tree Advisory Board Members present were Kerry Fossler, Steven Fobert, Margaret Robinson, and Jamie Creacy. Members absent were Betty Rucker. There are currently two vacant board member positions.

1. CALL TO ORDER

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

2. WORK SESSION

2A. Receive overview of the Parks, Recreation, and Open Space Master Plan project.

Report was given by Mark Maldonado, Principal, Stantec.

Presented 10 step plan to accomplishing the Master Plan project, conducted two exercises with the members, discussed next steps.

3. CITIZEN COMMENTS

No citizen comments.

4. ADJOURNMENT

Member Jamie Creacy made a motion to adjourn the meeting at 6:37 p.m. Member Margaret Robinson seconded. The vote was unanimous.

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

February 21, 2023

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Tuesday, February 21, 2023, at 6:45 p.m. at City Hall. Members present were Kerry Fossler, Steven Fobert, Margaret Robinson, and Jamie Creacy. Members absent were Betty Rucker. There are currently two vacant board member positions. City staff and representatives present were Public Works Director Curtis Hancock, Donald Smuck, Arborist Thomas Martinez, Recreation Manager Terry Moore, and Council Liaison John Kirkland. There were no City staff and representatives absent.

1. CALL TO ORDER

At 6:52 p.m. Chair Kerry Fossler called the meeting to order.

2. REPORTS

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

Report was given by Council Member John Kirkland. He reported that he would be present at the First Friday Art Walk in March to help table for the Parks Master Plan.

3. CITIZEN COMMENTS

No citizen comments.

4. WORKSHOP

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Consider action to approve Parks and Public Tree Advisory Board minutes from the January 5, 2023, regular meeting.

Motion was made by Member Margaret Robinson and seconded by Member Steven Fobert. Vote was unanimous.

5B. Update on Murals in Bob Bryant drainage channel.

Primer and paint will take place the first weekend of March.

5C. Update and discuss on Parks Master Plan

All the social media and printed materials to assist in getting the word out about the community engagement portion will be provided by Stantec next Tuesday. Website is active now for the Map It and Data Wall functions of community feedback. Community survey kick off event will take place on March 6 at the food truck court. Compilation of feedback data will begin on April 7. There may also be a photo contest, but details are still being sorted out.

5D. Discussion on open Parks Board Members

Two spots are currently open. The process is to fill out an application to the City Secretary to be approved by the Mayor and Council. The application was sent to the City DEI committee in January for review as well as sharing. We are aware of one interested person, Mile Lucas, who lives within the City limits. Application process is being shared with him.

5E. Update donation of bird houses by Bastrop County Rotary Club

Work is continuing with this project.

5F. Discuss the changing of Parks and Tree Advisory Board starting time

A motion was made by member Margaret Robinson to change the starting time of meetings to 5:00pm, keeping meetings on the 1st Thursday of each month. Motion was seconded by Steven Forbert. The vote was unanimous.

5G. Discussion on current and future vendors in City Parks

One of the vendor contracts in City Parks is expiring and so it was brought to the parks board for discussion. Members discussed that there was benefit to vendors within parks to provide services and varying opportunities. There was additional discussion that some ordinances related to the use of the concession stand in Fisherman's Park may need to be looked at to allow for more opportunity of use.

6. ADJORNMENT

Member Jamie Creacy made a motion to adjourn the meeting at 7:45 p.m. Member Margaret Robinson seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4B

TITLE: Mural partnership between Cultural Arts Commission, Bastrop High School, and the Parks Board

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Unauthorized graffiti in our parks has become a challenge in recent years. A discussion began on ways to detour it in a positive way. The Culture Arts Commission was encouraged to reach out to Bastrop High School art students to get designs that would be appropriate for the area. The students were given pictures of the culvert area near the bridge in Bob Bryant Park to illustrate where the murals would be.

FISCAL IMPACT:

Funding would be in the Bastrop Art in Public Places budget.

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

Exhibit A-Design



MEETING DATE: April 6, 2023

AGENDA ITEM: 4B

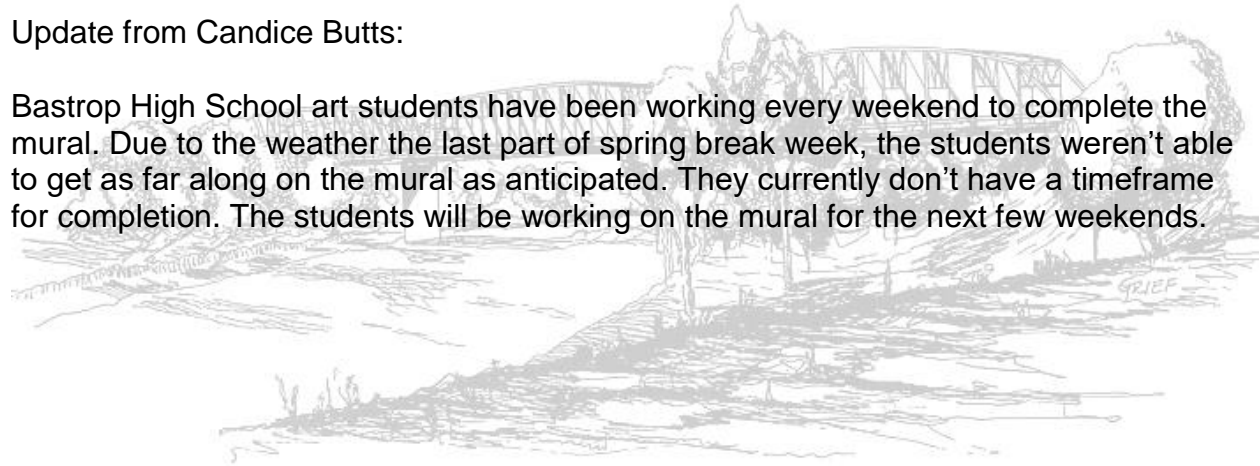
TITLE: Mural partnership between Cultural Arts Commission, Bastrop High School, and the Parks Board

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

Update from Candice Butts:

Bastrop High School art students have been working every weekend to complete the mural. Due to the weather the last part of spring break week, the students weren't able to get as far along on the mural as anticipated. They currently don't have a timeframe for completion. The students will be working on the mural for the next few weekends.





STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4C

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.

The Parks and Recreation Master Plan engagement portion kicked off on March 6th at the Chestnut Grove Food Truck Court with a great response. There were an estimated 250 people in attendance. The survey will remain live on the website through April 7, 2023. March 27th opened the park photography contest opened to boost interest in the last two weeks of the survey process.

After surveying closes, Stantec will bring proposed drawings and ideas to the Parks Advisory Board and Steering Committee for review and feedback.

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: April 6, 2023

AGENDA ITEM: 4D

TITLE:

Discussion on open Parks Board Members

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

At the March 7th special City Council, Mayor and Council appointed Michael (Mike) Lucas to Place 3 of the Parks Board.

Mike is a FAA Certified Part 107 Drone Pilot and has been taken photos/videos of project for the City to help tell our teams stories.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:



STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4E

TITLE:

Donation of Bird Houses by Bastrop County Rotary Club

STAFF REPRESENTATIVE:

Donald Smuck, Parks Superintendent
Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

The Bastrop County Rotary Club has been a partner of the City in many projects over the years. The most recent being the donation of specially designed bike racks for the downtown. Staff was contacted by Norman Jones, Board Member of the club, with the proposal of donating bird houses to be placed about the community in support of the Bird City Designation.

The site survey at Fisherman's Park on January 30th with Norman Jones (Rotary Club), Luke (Audubon Society), Donald (City) and Curtis (City) went well. The summary is to install 3-4 songbird houses at several locations, a Wood duck house along the banks of the Colorado River.

FISCAL IMPACT:

None

RECOMMENDATION:

Discussion and Consideration of the Bird House Project

ATTACHMENTS:

Bird Houses Project for Bastrop PowerPoint



STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4F

TITLE:

Special Olympics Texas

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director
Donald Smuck, Parks Superintendent

BACKGROUND/HISTORY:

Kimberly Davis Program Director for the Special Olympics Texas has completed a permit to host the SOTX soccer tournament in Bob Bryant on May 12, 2023. She is having trouble finding volunteers to assist with lining the soccer fields.

The City of Bastrop Public Works Department will partner with the SOTX to line the soccer fields on May 11th.

FISCAL IMPACT:

None

RECOMMENDATION:

ATTACHMENTS:



STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4G

TITLE:

Lost Pines Christmas lights

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

The City's team of Candice Butts, Donald Smuck and Curtis Hancock met with Hailey Weidenfeller with Décor IQ on Tuesday, March 14th.

FISCAL IMPACT:

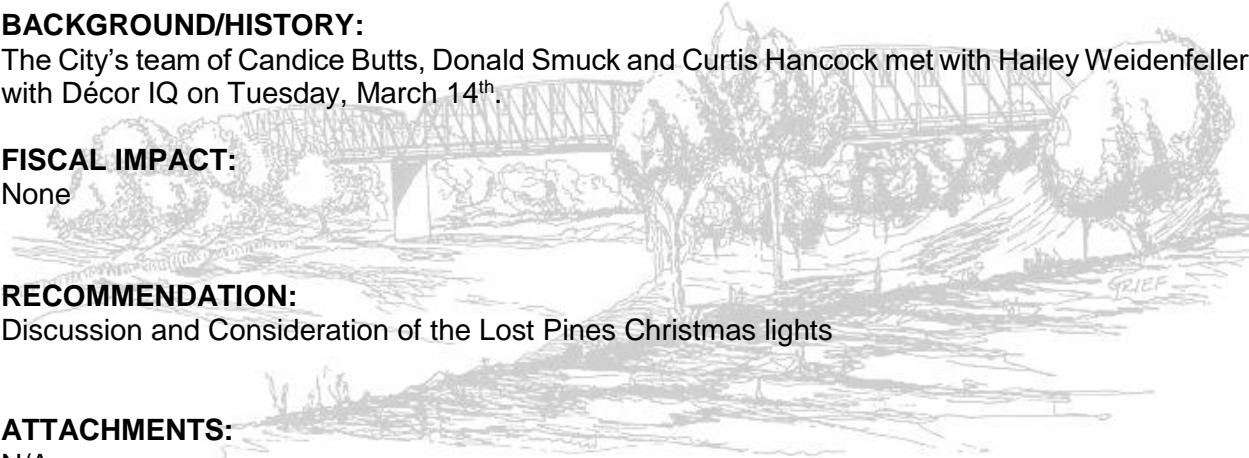
None

RECOMMENDATION:

Discussion and Consideration of the Lost Pines Christmas lights

ATTACHMENTS:

N/A





STAFF REPORT

MEETING DATE: April 6, 2023

AGENDA ITEM: 4H

TITLE: Volunteer Project at Ferry Park

STAFF REPRESENTATIVE:

Terry Moore, Recreation Manager
Donald Smuck, Facilities Manager

BACKGROUND/HISTORY:

Staff was contacted by the Heart of Texas Chamber Board looking for a volunteer project to give back to the community of Bastrop. After discussion with both staff and their board, it was agreed that the volunteers would update the gazebo at Ferry Park. The plan is for it to be a complete volunteer project. Heart of Texas Chamber members will purchase the paint and supplies and provide the labor to completely repaint the gazebo a more vibrant color.

FISCAL IMPACT:

None

RECOMMENDATION:

Discuss and review color selection.

ATTACHMENTS:

NA