

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



January 05, 2023

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.

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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. WORKSHOP

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. [Consider action to approve Parks and Public Tree Advisory Board minutes from the December 1, 2022 regular meeting.](#)
- 5B. [Update and discuss on Cultural Arts Commission](#)
- 5C. [Update and discuss on Parks Master Plan](#)
- 5D. [Discussion on the two open Parks Board Members](#)
- 5E. [Update and discuss Lost Pines Christmas Lights](#)
- 5F. [Update and discuss Bastrop County Rotary Club proposing to donate bird house](#)

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 and said Notice was posted on the following date and time: Wednesday, December 21, 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: January 5, 2023

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 Operational Report. Report will be in the agenda packet.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Review staff Parks December Operational Report.

ATTACHMENTS:

Parks operational update

Parks Update:

- Parks staff cleaned Main St. in preparation for the Christmas Festival and Parade, staff also mulched the trees along Main St., removed graffiti, and set out signs.
- Staff made fence repairs at Hunters Crossing around the Basketball court.
- Staff mulched all the trees at City Hall.
- Staff set out the plaque for the Memorial tree at Bob Bryant for Barbara Wolanski.
- Staff constructed the fence and gates for the city's maintenance entrance at Pecan Park.







STAFF REPORT

MEETING DATE: January 5, 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: January 5, 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:

1. Bastrop Recreation Report



January 5, 2023

Parks Board December Recreation Report

Membership as of today's date is at 357 members.

December Highlights

- Recreation and BollyX won the Best Pedestrian Group in the parade.
- Membership was able to get approximately 75 gifts to CASA for distribution.

Looking ahead:

- December 27, 28, 29 – Discovery Self Day Camp
- December 26th through January 7 – Buy Three Get one Free Promotion on membership
- January 4th – The Blood Mobile will be in the parking lot taking donations.
- Engagement Promo – *Live Longer and Stronger* receive a rec towel if you attend 12 classes between Jan 2nd and Feb 13th.
- New class added – Eat Well will be a 1 hr program on the last Thursday of each month.
- Matter of Balance Class, held at the Senior Center, is full for January 24 through Feb 16.

Division Ongoing Tasks:

- Special Event Permitting
- Review of Park Ordinance
- Selection of Recreation & Rental Software
- Parks & Recreation Master Plan



Respectfully Submitted by:
Terry Moore



STAFF REPORT

MEETING DATE: January 5, 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: January 5, 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: January 5, 2023

AGENDA ITEM: 5A

TITLE:

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

ATTACHMENTS:

N/A

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD**December 1, 2022**

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, December 1, 2022, at 6:00 p.m. at City Hall. Members present were Betty Rucker, Kerry Fossler, Margaret Robinson, Steven Fobert, and Jamie Creacy. There are currently two vacant board member positions. City staff and representatives present were Arborist Thomas Martinez, Public Works Director Curtis Hancock, Recreation Manager Terry Moore, and Council Liaison John Kirkland.

1. CALL TO ORDER

At 6:00 p.m. Vice Chair Margaret Robinson 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 has had several people state that they like the new look of the Christmas lights such as how the light poles look like candy canes but that the overall feeling is that it is a blank canvas due to not having "big things" such as items to take pictures with.

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 November 3, 2022, regular meeting.**

Motion was made by Member Betty Rucker and seconded by Member Kerry Fossler. Vote was unanimous. Note was made that the board is now called the Cultural Arts Commission rather than the Art in Public Places Board as was stated in minutes.

5B. Update and discuss on Parks Master Plan

Update was provided by Recreation Manager Terry Moore. Master Plan Contract will be taken to Council for award at the December 13, 2022, meeting.

5C. Discussion and consider nomination of a new Parks and Public Tree Advisory Board President

Margaret Robinson made a motion for Kerry Fossler to serve as the new Board President. Discussion included how long the chair would serve. Member Jamie Creacy seconded the motion. Motion passed unanimously.

5D. Discussion on open Parks Board Members

Six people expressed interest in serving on the Parks Board during the boards and commissions open house. They will be invited to the January Parks Board meeting and if interested will be provided applications. Applications will go to the mayor for consideration and appointment. We would like to consider diversity on the board so that it represents the whole City.

6. ADJORNMENT

Member Betty Rucker made a motion to adjourn the meeting at 6:44 p.m. Member Steven Forbert seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: January 5, 2023

AGENDA ITEM: 5B

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

STAFF REPRESENTATIVE:

Terry Moore, Recreation Manager
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. They were given pictures of the culvert area near the bridge in Bob Bryant Park to illustrate where the murals would be.

Bastrop High School submitted two possible designs that reflect the Bastrop community. Students would be responsible for completing the project.

The CAC is looking for support and approval of the design.

FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends approval

ATTACHMENTS:

Exhibit A-Design

MURAL PARTNERSHIP

Exhibit A





STAFF REPORT

MEETING DATE: January 5, 2023

AGENDA ITEM: 5C

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: January 5, 2023

AGENDA ITEM: 5D

TITLE:

Discussion on open Parks Board Members

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Sandy reached out and left a message for the six (6) individuals interested in joining the Parks Board from the last Boards and Commission Fair. I have received confirmation from Leona Jones and Michael (Mike) Lucas that they will attend the meeting.

FISCAL IMPACT:

N/A

RECOMMENDATION:

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ATTACHMENTS:



STAFF REPORT

MEETING DATE: January 5, 2023

AGENDA ITEM: 5F

TITLE:

Lost Pines Christmas lights

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Discuss Lost Pines Christmas lights in Fisherman's Park

FISCAL IMPACT:

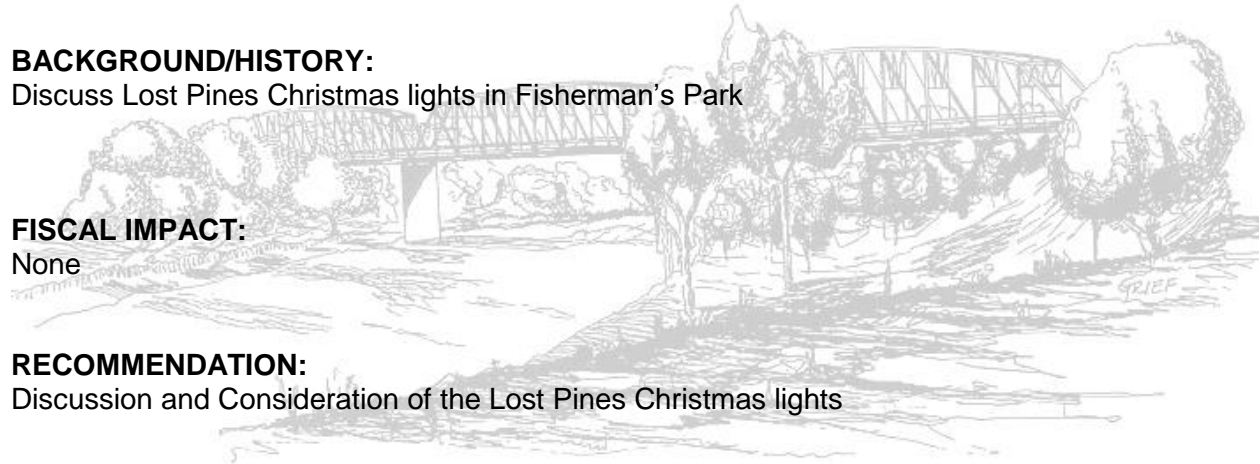
None

RECOMMENDATION:

Discussion and Consideration of the Lost Pines Christmas lights

ATTACHMENTS:

N/A



Rotary

Club of Bastrop County



Bird Houses Project for Bastrop

Norman Jones

Norm.jones@customtechnology.com

(512) 731-6050

December 3, 2022



Rotary Club Has Provided Bike Racks and Could Provide Bird Houses to Bastrop

- Support Bastrop Mission “*Continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision*”
- Public service projects for city
 - Phase #1: Bike racks for Bastrop
 - Phase #2: Bird houses for parks and other public spaces



Summary of Bird Houses for City of Bastrop

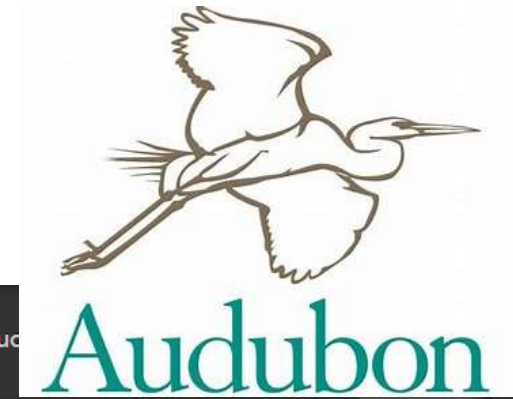
- A public service project for public spaces such as city parks or City Hall
 - Support of protecting the environment and education
- Provide houses for birds native to or migrating through our portion of Central Texas
 - Support “our feathered friends”
 - Help maintain a natural environment in rural or suburban areas
 - Provide supplemental shelter for wildlife (e.g., native birds) while discouraging predators
 - Houses are available for songbirds (Texas Bluebirds, etc.), ducks, or bats
- Install at location such as Fisherman's Park, Mayfest Park, and City Hall

Bike Rack Dedication Ceremony at Bastrop Public Library



- Encourage bicycling in Bastrop
 - Good for people, environment, and businesses
- Custom Bike racks to emulate the historic bridge in Bastrop
- Installed Oct 2022
- Three more bike racks have been provided for installation at various locations in the City
- More are planned as needed

Bastrop is “Bird City Certified” and Proposed Bird Houses can Support This



- Parks
- Hunting
- Fishing
- Boating
- Game Warden
- Activities
- Wildlife
- Land
- Water
- Media
- Calendar
- Regulations
- Educ

Bird City Texas

- About
- Resources ▾
- FAQ
- How to Apply
- Contact Us

Bastrop: Bird City Texas Certified Community

Learn more about the excellent work being done in Bastrop to involve their community, improve habitat, and create safer spaces for birds. Below you will find some details about Bastrop as well as a few examples of the local bird-friendly initiatives they have implemented that led to their Bird City Texas official certification. This list is not exhaustive but hopefully helps give insight on what local communities are doing to support birds and the spaces where they live. We hope these examples help you discover ways your community can work to protect birds and their habitat where you live.



Details

Bastrop Details



Examples of Birdhouses

Item 5F.



- Made by SturdiBilt
- CNC laser engraved by DVLaserworks in Bastrop

Native songbird (e.g., Texas Bluebird) house

Wood Duck house

Predator Control for Bird Houses

- Protect nesting bird from predators such as racoons, squirrels, or snakes
- Mounting bird house on pole (e.g., “T post”) is a viable approach
 - Predators can readily climb trees
 - Flexible placement of bird house location



Baffle guard for mounting pole



Stovepipe guard for mounting pole

Approach

- City of Bastrop decides on project and locations of birdhouses (e.g., six)
 - Example: City Hall detention pond, Fisherman's Park, Mayfest Park
 - Augment Rotary members with “birders” such as Audubon Society
- Let people know these birdhouses exist and the purpose
- Assess results and next steps
- Rotary Club (ideally with the public) maintains the houses such as checking at least twice a year
- Birdhouses will weather and eventually need replacement for a limited cost and time
- We may have a similar effort in Smithville



STAFF REPORT

MEETING DATE: January 5, 2023

AGENDA ITEM: 5F

TITLE:

Donation of Bird Houses by Bastrop County Rotary Club

STAFF REPRESENTATIVE:

Terry Moore, Recreation Manager
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.

FISCAL IMPACT:

None

RECOMMENDATION:

Discussion and Consideration of the Bird House Project

ATTACHMENTS:

Bird Houses Project for Bastrop PowerPoint