

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



November 03, 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.

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1. **CALL TO ORDER**
 2. **STAFF BOARD AND 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. 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 October 6, 2022 regular meeting.](#)

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. [Update and discuss on Parks Master Plan](#)
- 5B. [Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary.](#)
- 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 and said Notice was posted on the following date and time: Wednesday, October 26, 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: November 3, 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 November Operational Report. Report will be in the agenda packet.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Review staff Parks Operational Report.

ATTACHMENTS:

Parks operational update

Parks Update:

- Parks staff had a busy month repairing vandalism at Fisherman's & Delgado.
- Parks staff assisted the Master Gardeners with the installations of new planters along Main St.
- Parks staff worked on concrete form for sidewalk and bench at City Hall.
- Parks staff performed some cleaning at the City's gateways.







STAFF REPORT

MEETING DATE: November 3, 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: November 3, 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

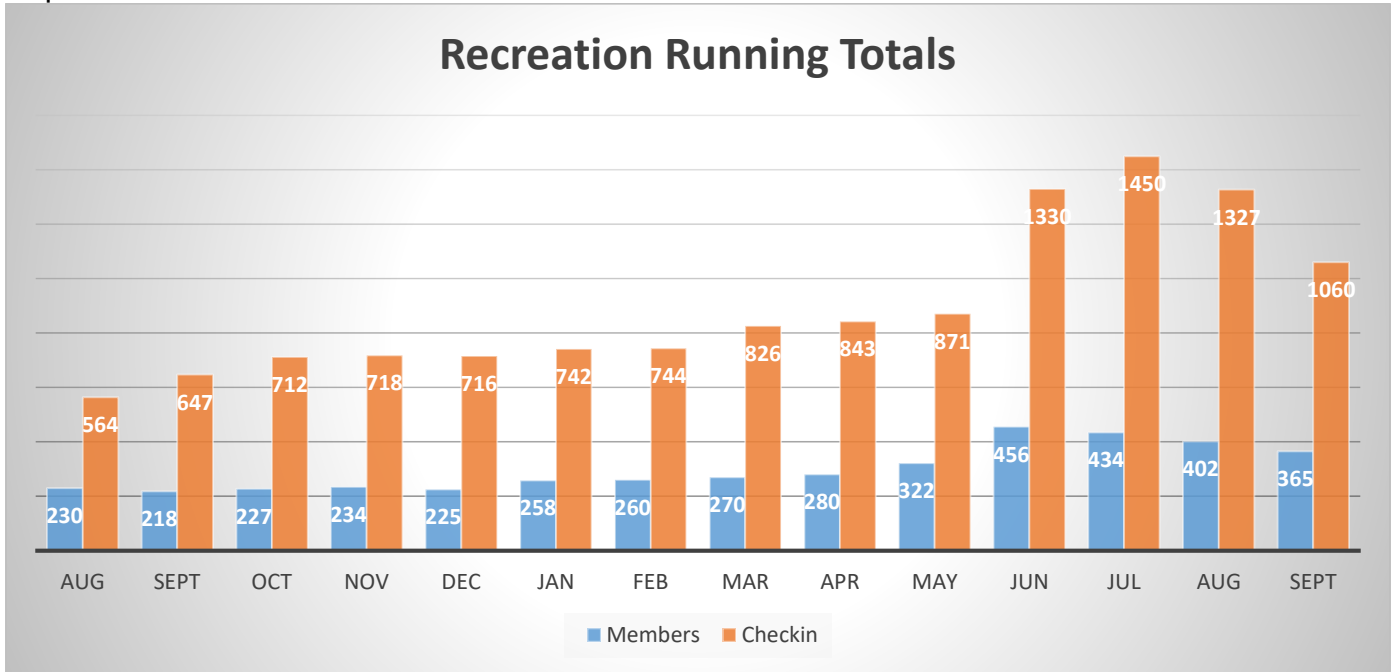


October 25, 2022

Parks Board October Recreation Report

Membership as of today's date is at 367 members.

September YTD Totals



Open Gym participation – More and more folks are checking out the gym. Oct 17 recorded 12 people came in just for the gym. October numbers are trending to be a good month

October Highlights

- Disc Golf Clinic has 8 youth participating. Scheduled to finish on Nov 16th.
- 1st Cooking for a Change class, partnership with Family Crisis Center, was a success. Next one is scheduled for March 20th.
- A Matter of Balance starts Oct 25. Class is full with 15 registered.

Looking ahead:

- December 6th – Pink Bus will be in the parking lot providing free/low-cost screening mammograms.
- December 10th – Lost Pines Christmas Parade
- December 27, 28, 29 – Discovery Self Day Camp
- January 4th – The Blood Mobile will be in the parking lot taking donations.

- October 14th – *Pink Party* was a great time and success. Attendance was around 200. All ages joined in on the fun! There were 8 different health organizations who all said they met and talked with new folks. The goals were to highlight the local resources available to the community, express that healthy is fun and available, and to bring the community together.



Respectfully Submitted by:
Terry Moore



STAFF REPORT

MEETING DATE: November 3, 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: November 3, 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

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD**October 6, 2022**

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

1. CALL TO ORDER

At 6:14 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

No report was provided.

2E. Council Liaison Report

No report was provided.

3. CITIZEN COMMENTS

No citizen comments.

4. APPROVAL OF THE MINUTES**4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the September 1, 2022, regular meeting.**

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

5. ITEMS FOR INDIVIDUAL CONSIDERATION**5A. Update and discuss on Parks Master Plan**

Update was provided by Public Works Director Curtis Hancock. Master Plan Contract will be awarded at the October 25th, 2022 City Council meeting.

5B. Update and Discuss Parks Special Events

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

5C. Update and Discuss Hope Tree

New Bastrop Citizen Jana Lynch contacted Public Works regarding interest in starting a Hope Tree in Fisherman's Park. Public Works Director Curtis Hancock presented Ms. Lynch's materials explaining a Hope Tree as a tree where painted wooden butterflies are glued to the trunk to honor people's loved ones. Board discussed the perceived positives and negatives and the idea that there may be a fit with the Bastrop art community as an art installation.

6. ADJORNMENT

Member Betty Rucker made a motion to adjourn the meeting at 7:05 p.m. Vice Chair Margaret Robinson seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: November 3, 2022

AGENDA ITEM: 4A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the October 6, 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 October 6, 2022 Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: November 3, 2022

AGENDA ITEM: 5A

TITLE:

Update and discuss on Parks Master Plan

AGENDA ITEM SUBMITTED BY:

Rebecca Gleason, Assistant City Manager
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: November 3, 2022

AGENDA ITEM: 5B

TITLE:

Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary.

AGENDA ITEM SUBMITTED BY:

Submitted by: Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Board Member Kerry Sarah Rooney has resigned from the Parks and Tree Advisory Board.

The Parks and Public Tree Advisory Board serves in an advisory role to the City Council and may make recommendations for actions to be considered.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Discussion and consider nomination of a new Parks and Public Tree Advisory Board Secretary.

ATTACHMENTS:

1. N/A



STAFF REPORT

MEETING DATE: November 3, 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: