

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



June 01, 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.

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 May 2nd Workshop meeting and the May 4, 2023 regular meeting minutes.](#)
- 5B. [Update and discuss progress on the Parks and Recreation Master Plan](#)
- 5C. [Discussion on open Parks Board Members](#)
- 5D. [Discussion Junior Park Ranger Program in conjunction with National Recreation and Park Association \(NRPA\) Month](#)
- 5E. [Discussion on National Wildlife Federation's Mayors' Monarch Pledge](#)

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: May 24, 2023 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: June 1, 2023

AGENDA ITEM: 2A

TITLE:

Parks Report

AGENDA ITEM SUBMITTED BY:

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

BACKGROUND/HISTORY:

Review City of Bastrop Parks monthly operational report

FISCAL IMPACT:

N/A

RECOMMENDATION:

Review City of Bastrop Parks monthly operational report.

ATTACHMENTS:

Parks operational update

Parks Operational Update:

- Parks staff worked all month to finish the Riverwalk drainage project.
- Parks staff assisted the Streets & Drainage division with tree work for vehicle clearance on Farm St.
- Parks staff worked on re-establishing the volleyball court at Bob Bryant Park.







STAFF REPORT

MEETING DATE: June 1, 2023

AGENDA ITEM: 2B

TITLE:

Bastrop State Park Report

AGENDA ITEM SUBMITTED BY:

Jamie Creacy, Regional Director for the Central Texas Region of Texas State Parks
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: June 1, 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: June 1, 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: June 1, 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: June 1, 2023

AGENDA ITEM: 5A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the May 2nd Workshop meeting and the May 4, 2023 regular meeting minutes.

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 May 2, 2023 Workshop meeting and the May 4, 2023 regular meeting Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

May 2, 2023

The Bastrop Parks and Public Tree Advisory Board met in Joint Meeting on Tuesday, May 2, 2023, at 5:30 p.m. at City Hall. City of Bastrop Parks and Public Tree Advisory Board Members present were Kerry Fossler, Michael Lucas, Steven Fobert, Margaret Robinson, and Jamie Creacy. There are currently two vacant board member positions.

1. CALL TO ORDER

At 5:05 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.

3. CITIZEN COMMENTS

No citizen comments.

4. ADJOURNMENT

Member Margaret Robinson made a motion to adjourn the meeting at 7:05 p.m. Member Michael Lucas seconded. The vote was unanimous.

APPROVED:

Kerry Fossler, Chair

ATTEST:

Donald Smuck, Parks Superintendent

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

May 4, 2023

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, May 4, 2023, at 5:00 p.m. at City Hall. Members present were Kerry Fossler, Steven Fobert (arrived at 5:30pm), Jamie Creacy (departed at 5:30pm), and Michael Lucas. Member Margaret Robinson was absent. There are currently two vacant board member positions. City staff and representatives present were Parks Superintendent Donald Smuck, Public Works Director Curtis Hancock, Recreation Manager Terry Moore, and Council Liaison John Kirkland. Two members of the public were present including Gail Sheehan and Howard Nemerov.

1. CALL TO ORDER

At 5:07 p.m. Chair Kerry Fossler called the meeting to order.

2. REPORTS

2A. Parks Report

Report was given by staff member Donald Smuck.

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

Council Member John Kirkland was present with nothing to report this month.

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 April 6, 2023, regular meeting.

Motion was made by Member Jamie Creacy and seconded by Member Mike Lucas. Vote was unanimous.

5B. Update and Discuss Progress on the Parks and Recreation Master Plan

Update was provided by Bastrop Recreation Terry Moore reported on status of master plan work including public rollout June 3rd.

5C. Discuss on Open Parks Board Members

There are still two openings on the board. We are accepting applications.

5D. Discussion on Bird Houses by Bastrop County Rotary Club

Bastrop County Rotary Club birdhouse installation at Fisherman's Park went well.

5E. Discussion on Special Olympics Texas

Update was provided by Park Superintendent Donald Smuck. City of Bastrop Public Works will partner with the Special Olympics of Texas to line the soccer fields on May 11th.

5F. Discussion on Ferry Park Volunteers

Update provided by Park Superintendent Donald Smuck. Ferry Park gazebo blue paint color has been selected and the Heart of Texas Chamber members will proceed with the project.

5G. Discussion on National Wildlife Federation's Mayors' Monarch Pledge

Update provide by Citizen Howard Nemerov. Benefits of participating in this program would help with the environment and would be beneficial for tourism. Bastrop is already meeting requirements for participation through work from the Bastrop County Master Gardener Association.

6. ADJORNMENT

Member Steven Fobert made a motion to adjourn the meeting at 6:05 p.m. Member Mike Lucas seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: June 1, 2023

AGENDA ITEM: 5B

TITLE:

Update and discuss progress on the Parks and Recreation 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: June 1, 2023

AGENDA ITEM: 5C

TITLE:

Discussion on open Parks Board Members

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

All openings for Bastrop Parks and Public Tree Advisory Board are currently filled.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Welcome newly appointed Bastrop Parks and Public Tree Advisory Board appointed members Gail Sheehan, Place 5 and Rick Rivera, Place 1.

ATTACHMENTS:



STAFF REPORT

MEETING DATE: June 1, 2023

AGENDA ITEM: 5D

TITLE:

Release of City of Bastrop Junior Park Ranger Program in conjunction with National Recreation and Park Association (NRPA) Month

STAFF REPRESENTATIVE:

Terry Moore, Recreation Manager
Donald Smuck, Parks Superintendent

BACKGROUND/HISTORY:

Since 1985, people in the United States have celebrated Park and Recreation Month in July to promote building strong, vibrant, and resilient communities through the power of parks and recreation and to recognize the more than 160,000 full-time park and recreation professionals — along with hundreds of thousands of part-time and seasonal workers and volunteers — that maintain our country's local, state and community parks.

This year's theme — “Where Community Grows” — celebrates the vital role park and recreation professionals play in bringing people together, providing essential services and fostering the growth of our communities.

As park and recreation professionals, you make a positive impact on the lives of your community members every single day. Let's come together this year and show the world just how much parks and recreation mean to our communities.

FISCAL IMPACT:

None

RECOMMENDATION:

Discussion and Consideration of NRPA Junior Park Ranger Program

ATTACHMENTS:



STAFF REPORT

MEETING DATE: June 1, 2023

AGENDA ITEM: 5G

TITLE:

Discussion on National Wildlife Federation's Mayors' Monarch Pledge
Presentation by Howard Nemerov

AGENDA ITEM SUBMITTED BY:

Terry Moore, Bastrop Recreation Manager

BACKGROUND/HISTORY:

Howard Nemerov, a local member of the Bastrop County Master Gardener Association, reached out to the Mayor and City Manager and introduced the opportunity to participate in the program. He highlighted the benefits of participating in the program would not only be good for the environment but would also benefit tourism. He proposed that the BCMGA were already meeting some of the action steps to create a healthy pollinator environment as the Monarch Butterflies migrate through the Bastrop area. Requirements to participate have already been achieved to be a part of the National Wildlife Federation project.

FISCAL IMPACT:

The proposal from BCMGA has no immediate fiscal impact to the city. As the project grows there could be some action items that will require minimal funding. If needed, those action items will go through the appropriate channels for approval.

RECOMMENDATION:

Support the BCMGA in their efforts to build a healthy pollinators environment in the City of Bastrop.

ATTACHMENTS:

NA