

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



December 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. **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. 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. 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.](#)
- 5B. [Update and discuss on Parks Master Plan](#)
- 5C. [Discussion and consider nomination of a new Parks and Public Tree Advisory Board President.](#)
- 5D. [Discussion on open Parks Board Members](#)

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: November 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: December 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 Operational Report. Report will be in the agenda packet.

FISCAL IMPACT:

N/A

RECOMMENDATION:

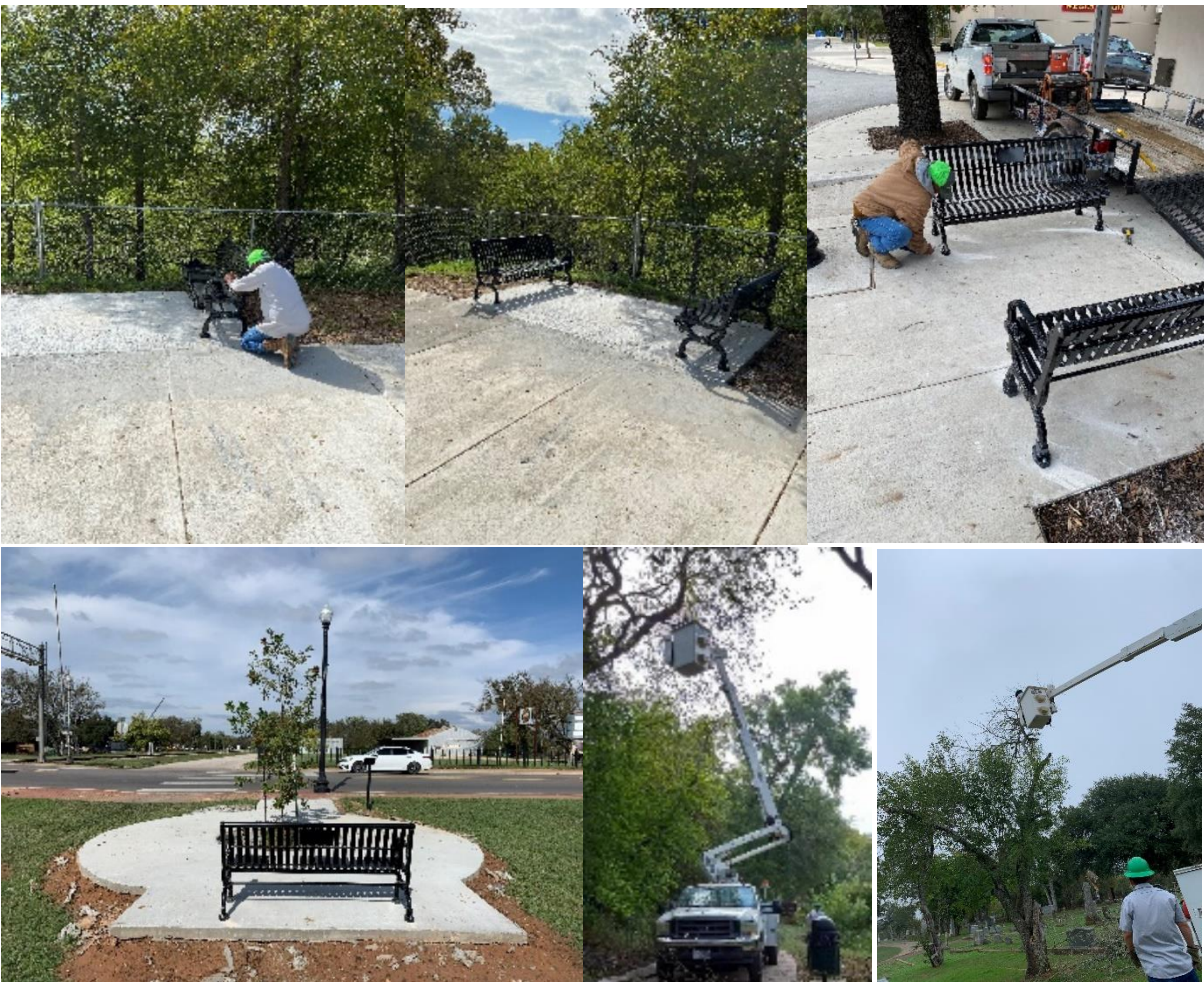
Review staff Parks June Operational Report.

ATTACHMENTS:

Parks operational update

Parks Update:

- Parks staff installed more benches on Main St. and City Hall.
- Parks staff pruned dead limbs over the Riverwalk.
- Parks staff removed two dying/dead ash trees at the cemetery.
- Parks staff begun working on building gates for Pecan Park.
- Parks staff set out our Gingerbread house to be painted for the Christmas tree lighting.
- Parks staff assisted the Streets & Drainage Division with tree removals in the ROW's that were assessed and deemed hazardous toward vehicular and pedestrian traffic.
- Parks staff planted a Live Oak tree at Delgado Park & assisted Brightview with the planting of another Live Oak that was donated in appreciation of the business and relationship with the city.
- Parks staff cleaned up, added mulch and dirt to the concrete slab at City Hall to finish the bench and tree addition.
- Parks staff set out white fencing for the Christmas tree at Fisherman's.
- Parks staff had to clean more graffiti from Fisherman's restrooms again.







STAFF REPORT

MEETING DATE: December 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: December 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



STAFF REPORT

MEETING DATE: December 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:

Bird City Coalition Report



STAFF REPORT

MEETING DATE: December 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: December 1, 2022

AGENDA ITEM: 5A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the November 3, 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 November 3, 2022 Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD**November 3, 2022**

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, November 3, 2022, at 6:00 p.m. at City Hall. Members present were Betty Rucker, Kerry Fossler, Margaret Robinson, and Jamie Creacy. Members absent were Steven Fobert. There are currently two vacant board member positions. City staff and representatives present were Arborist Thomas Martinez, Public Works Technician Sandy Holder, Assistant City Manager Rebecca Gleason, City Manager Sylvia Carrillo, and Council Liaison John Kirkland. City staff and representatives absent were Public Works Director Curtis Hancock and Recreation Manager Terry Moore.

1. CALL TO ORDER

At 6:03 p.m. Vice Chair Margaret Robinson 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 Rebecca Gleason.

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 also serves as Liaison for the Art in Public Places Board and wanted to bring the two groups together by providing art in parks in areas where graffiti is occurring regularly. More information will come in future meetings.

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 October 6, 2022, regular meeting.**

Motion was made by Member Betty Rucker and seconded by Member Kerry Fossler. Vote was unanimous.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Update and discuss on Parks Master Plan

Update was provided by Assistant City Manager Rebecca Gleason. Master Plan Contract will be taken to Council for award at the December 2022 meeting. Contract will include three phases and take a community involvement approach through development of a Community Engagement Plan. Final plan will include master plan for two parks, ideas for other parks, assessment of sports complex feasibility, funding mechanisms, and other.

5B. Discussion and consider nomination of a new Parks and public Tree Advisory Board Secretary.

Member Betty Rucker made a motion for Jamie Creacy to serve as the new Board Secretary. Member Kerry Fossler seconded the motion. Motion passed unanimously.

5C. Update and Discuss Hope Tree

The hope tree was taken to the art community. They passed along that they thought it may fit better in the business community. Vice Chair Margaret Robinson made a motion to deny placement of the hope tree in city parks. Member Jamie Creacy seconded. Motion passed unanimously.

6. ADJORNMENT

Member Betty Rucker made a motion to adjourn the meeting at 7:35 p.m. Member Kerry Fossler seconded. The vote was unanimous.

APPROVED:

ATTEST:

Vice Chair, Margaret Robinson

Curtis Hancock, Director of Public Works



STAFF REPORT

MEETING DATE: December 1, 2022

AGENDA ITEM: 5B

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: December 1, 2022

AGENDA ITEM: 5C

TITLE:

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

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Board Member Barbara Wolanski had been serving as the President for the Parks Board for many years until her passing in October.

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 President.

ATTACHMENTS:



STAFF REPORT

MEETING DATE: December 1, 2022

AGENDA ITEM: 5D

TITLE:

Discussion on open Parks Board Members

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

We had six (6) individuals interested in joining the Parks Board at the last Boards and Commission Fair. Below are the six individuals and I would be happy to reach out to any or all of them.

1. Liz Eagan
2. Elizabeth Soto
3. Leona Jones
4. Jo Wysocki
5. Theresa Griffith
6. Michael Lucas

FISCAL IMPACT:

N/A

RECOMMENDATION:

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

ATTACHMENTS: