

Bastrop Parks and Public Tree Advisory Board

Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



*****AMENDED***** January 04, 2024

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. WORKSHOP

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. [Consider action to approve Parks and Public Tree Advisory Board minutes from the November 2, 2023 and December 7, 2023 regular meeting minutes.](#)
- 5B. [Update and discuss Parks Master Plan](#)
- 5C. [Review and Discuss Work Action Plan Requirement.](#)
- 5D. [Discuss changing the Parks Boards meeting time.](#)
- 5E. [Discussion on Master Gardeners](#)
- 5F. [Discuss Eagle Scout project in Bob Bryant Park.](#)
- 5G. [Creation of permanent Pickleball Courts in a City Park](#)

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: December 28, 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: January 4, 2024

AGENDA ITEM: 2A

TITLE:

Parks Report

AGENDA ITEM SUBMITTED BY:

Paul Gonzales, 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 Board Operational Update

- Slide Installation in Hunters Crossing Park had to be replaced due to sun exposure.
- Cleaning tree overgrowth on Willow Street exiting Fisherman's Park
- Replanted Lob Lolly Pine trees due to them not surviving the summer heat.
- The skate park was vandalized 12/21/2023 and the parks crew cleaned it up immediately having the profanity estimated \$350.00 in damages.





STAFF REPORT

MEETING DATE: January 4, 2024

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: January 4, 2024

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



RECREATION

Weekly Memo – Dec 18-22

Operations

- We have finalized and published and new Winter schedule. We have added some fitness classes, including Step, Step Blitz, another AOA Strong, and another Zumba class. The new schedule will become active January 1st.
- Now that we are providing more programs for our younger community members, we are working on putting together a Youth Program schedule! This schedule will include our programs that are both free and included with membership.
- IT'S PROMO TIME!!!
 - Throughout the week on Dec. 26th-30th, we will our having our Resolution Revolution. Kick off the new year with FREE Fitness Fun! All classes will be FREE!
 - We will also be doing our annual Join for 3, Get 1 FREE promo as well. All new members can join the Recreation Center for 3 months, and their 4th month is on us! Offered Dec. 26th-Jan. 6th.



Upcoming Programs/Events

- We are excited to be partnering again with the Family Crisis Center and We Are One Foundation to provide our FREE Discovery Days Program Dec. 27-29. This program is designed to give kids ages 7-12 the opportunity to explore and discover new activities and skills and a social environment. Registration is completely full for the program.



- Youth Discovery will be starting back up in January, on the 2nd and 4th Mondays of each month.



- The Art of Movement is a new 8-week program for ages 7-12 years will begin Jan. 11th and will occur every Thursday @ 4:20PM.
- Parent & Me Creative Movement, also a new 8-week program, will begin Jan. 12th and will occur every Friday @ 9AM.
- Move It Community Jams will also start back up in January! First one of the New Year will be Jan. 19th!
- Stevie Burchell will be coming to the Recreation Center Friday, Jan. 26th to teach a FREE Self Defense class. Class will be held 6-7:30PM.





STAFF REPORT

MEETING DATE: January 4, 2024

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 4, 2024

AGENDA ITEM: 2E

TITLE:

Council Liaison Report

AGENDA ITEM SUBMITTED BY:

Jimmy Crouch, Council Liaison

BACKGROUND/HISTORY:

Welcome back 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 4, 2024

AGENDA ITEM: 5A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the November 2, 2023 and December 7, 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 November 2, 2023 and December 7, 2023 regular meeting Parks and Public Tree Advisory Board.

ATTACHMENTS:

N/A

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

November 2, 2023

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, November 2, 2023, at 5:00 p.m. at City Hall. Members present were Kerry Fossler, Rick Rivera, Steven Forbert, Gail Sheehan, Margaret Robinson, Deborah Jones, and Jamie Creacy. There were no absent members. City staff and representatives present were Public Works Director Curtis Hancock, Recreation Manager Terry Moore, Park Superintendent Paul Gonzales, Council Liaison Jimmy Crouch, and Doug Haggerty, Planning. There were no City staff and representatives absent.

1. CALL TO ORDER

At 5:01 p.m. Chair Kerry Fossler called the meeting to order.

2. REPORTS

2A. Parks Report

Report was given by Park Superintendent Paul Gonzales.

2B. Bastrop State Park Report

Report was given by Board Member Jamie Creacy.

2C. Bastrop Recreation Report

Report was given by Recreation Director Terry Moore.

2D. Bird City Coalition Report

Report was given by Chair Kerry Fossler.

2E. Council Liaison Report

No Report.

3. CITIZEN COMMENTS

No citizen comments.

4. WORKSHOP

No workshop.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

Gail Sheehan moved to approve minutes for October 5, 2023. Deborah Jones seconded. The vote passed unanimously.

5B. Discuss and take action on Kerry Fossler stepping down as Chair and electing new Chair.

Kerry Fossler thanked the board for her time as Chair and nominated Deborah Jones to serve as the new Chair. There was discussion to see if there was any other interest in the Chair position.

There was not. Rick Rivera seconded the motion for Deborah Jones to serve as Chair. The vote passed unanimously.

5C. Update and discuss Parks Master Plan and Park and Recreation Assets

- Rodeo Arena Town Hall will take place Monday November 3, 2023, at 5:00pm.
- Trail out of town toward Mayfest Hill Park. Was discussed during CAMPO meeting. On hold until the city completes Code Rodeo and the updated City Transportation Plan.
- More work to do regarding land valuations to resolve ineligibility for TPWD grants.
- More discussion regarding tennis and pickle ball courts. Don't displace one user for another user. More courts need to be built. Look into how that fits into the new master plan.
- It would be helpful to have seats at the basketball courts. There may be some opportunities for bleachers from the school district.

5D. Review and discuss work action plan requirement

Reviewed general template to be used as guide for Parks Board to keep goals and action items moving forward.

5E. Update and discuss promoting City Parks and Recreation Programs

Challenge to the board to assist in spreading the word about programing and parks in their social media channels. If participating in a program or spending time in a park, snap a photo, tag it on social or send to Terry/Cami for posting. Be an advocate!

5F. Discuss parks fee and rental process

Demonstration was provided on how to rent a park or facility online through the City's website. Fee schedule was shared and discussion about need to revise/add a few items such as parking at Mayfest Hill park. There is also a need to amend language in City Ordinance allowing credit card as an authorized payment type.

6. ADJORNMENT

Member Deborah Jones made a motion to adjourn the meeting at 6:33 p.m. Member Gail Sheehan seconded. The vote passed unanimously.

APPROVED:

ATTEST:

Deborah Jones, Chair

Curtis Hancock, Public Works Director

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD**December 7, 2023**

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, December 7, 2023, at 5:00 p.m. at City Hall. Members present were Kerry Fossler, Rick Rivera, Steven Forbert, Gail Sheehan, Margaret Robinson, Deborah Jones, and Jamie Creacy. There were no absent members. City staff and representatives present were Public Works Director Curtis Hancock, Recreation Manager Terry Moore, and Park Superintendent Paul Gonzales. Council Liaison Jimmy Crouch was absent. There were no City Staff absent.

1. CALL TO ORDER

At 5:02 p.m. Chair Deborah Jones called the meeting to order.

2. REPORTS**2A. Parks Report**

Report was given by Park Superintendent Paul Gonzales.

2B. Bastrop State Park Report

Report was given by Board Member Jamie Creacy.

2C. Bastrop Recreation Report

Report was given by Recreation Director Terry Moore.

2D. Bird City Coalition Report

Report was given by Board Member Kerry Fossler.

2E. Council Liaison Report

No Report.

3. CITIZEN COMMENTS

No Citizen Comments.

4. WORKSHOP

No workshop.

5. ITEMS FOR INDIVIDUAL CONSIDERATION**5A. Consider action to approve Parks and Public Tree Advisory Board minutes from the November 2, 2023, regular meeting minutes.**

October minutes, instead of the November minutes, were re-posted in error. November minutes will be posted next month along with December minutes. No vote.

5B. Update and discuss Parks Master Plan

Curtis reported on rodeo arena dirt consultant work. The Black Widow drag was located and is being repaired. Discussion regarding naming the Rodeo Arena to, "Bastrop Rodeo Arena at Mayfest Park." Look at holding open ride weekly on Tuesday once dirt is resolved.

5C. Review and discuss work action plan requirement.

- Goal setting discussion: Interest in working toward Rec Center with Pool, other items include rodeo arena, park land acquisition, trail connection to the State Park, connectivity/trails throughout city, sports fields. What did citizens say was the most important item during the Master Planning process? What can we do immediately? Work session with development and park overlay needed.

5D. Update and discuss pickleball

Pickleball court at Fisherman’s Park was re-stripped and a lock box was installed to provide access to a net for people who don’t have one.

5E. Discussion on Master Gardeners

Lee Pacatte presented to the board regarding plans and next steps for the garden and education space at Bob Bryant Park. Margaret moved to support efforts to obtain and place a shed. Jamie seconded. Vote passed unanimously.

5F. Update and discuss basketball courts

Basketball courts at Fisherman’s Park could use re-surfacing and new rims. Will look at a price for these items and new lights for that area and present next month.

5G. Review and discuss Fireman’s Park

No update.

5H. Discuss the re-naming of the Bastrop Parks and Public Tree Advisory Board

Due to the addition of recreation to the function of our city government, the board discussed re-naming the board to “Bastrop Parks & Recreation and Public Tree Advisory Board.”

5I. Discussion on Delgato Park Mural

A muralist provided a design for the park. Cost to city general fund would be minimal. Kerry makes a motion to support moving forward with a mural. Stephen seconded the motion. Vote passed unanimously.

6. ADJORNMENT

Member Gail Sheehan made a motion to adjourn the meeting at 6:59 p.m. Member Rick Rivera seconded. The vote passed unanimously.

APPROVED:

ATTEST:

Deborah Jones, Chair

Curtis Hancock, Public Works Director



STAFF REPORT

MEETING DATE: January 4, 2024

AGENDA ITEM: 5B

TITLE:

Update and discuss Parks Master Plan

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

As part of Parks and Recreation Master Plan the Parks Board will review the City's parks and recreation assets.

Mayfest Rodeo Arena:

We have a meeting schedule with Ricky Hibbeler on December 21, 2023 to discuss the soil samples that Paul has put together.

Fireman's Park

Paul has a map of Fireman's Park that may help with the discussing.

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: January 4, 2024

AGENDA ITEM: 5C

TITLE:

Review and Discuss Work Action Plan Requirement.

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

Review and Discuss Work Action Plan Requirement.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:



STAFF REPORT

MEETING DATE: December 7, 2023

AGENDA ITEM: 5D

TITLE:

Discuss changing the Parks Boards meeting time.

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director
Paul Gonzales, Parks Superintendent

BACKGROUND/HISTORY:

At the January 5, 2023 Bastrop Parks and Public Tree Advisory Board meeting, the board voted to change the starting time from 6 pm to 5 pm.

FISCAL IMPACT:

None

RECOMMENDATION:

ATTACHMENTS:



STAFF REPORT

MEETING DATE: January 4, 2024

AGENDA ITEM: 5E

TITLE:

Discussion on Master Gardeners

AGENDA ITEM SUBMITTED BY:

Curtis Hancock, Director of Public Works

BACKGROUND/HISTORY:

The Master Gardeners has started on the raised bed out front at City Hall. They will be working with the soil and looking at planting in March.

FISCAL IMPACT:

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RECOMMENDATION:

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ATTACHMENTS:

NA



STAFF REPORT

MEETING DATE: January 4, 2024

AGENDA ITEM: 5F

TITLE:

Discuss Eagle Scout project in Bob Bryant Park.

AGENDA ITEM SUBMITTED BY:

Paul Gonzales, Parks Superintendent

BACKGROUND/HISTORY:

Project Purpose

In addition to providing service and fulfilling the part of the Scout Oath, “To Help other people at all times” one of the primary purposes of the Eagle Scout Service Project is to learn leadership skills, or to improve or demonstrate leadership skills you already have. Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

Harley Colt Hudson is working on his last patch as an Eagle Scout and his project is to build multiple bird houses to be installed in a bird habitat. He decided that a park would be a good place to install them, so he asked the Parks Department if they would be the beneficiaries of the project, so we decided that Bob Bryant Park would be a good fit for them. The build and installation will be provided by Harley Hudson and the Parks Department will keep it maintained after the installation is completed.

FISCAL IMPACT:

N/A

RECOMMENDATION:

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: January 4, 2024

AGENDA ITEM: 5G

TITLE:

Creation of permanent Pickleball Courts in a City Park

AGENDA ITEM SUBMITTED BY:

Terry Moore, Recreation Manager

BACKGROUND/HISTORY:

Pickleball is the fastest growing sport in the country. Several “pay for play” locations have been built in the community. In the past couple years the city has provided an opportunity to play the game on courts originally built for tennis. Our parks crew has drawn the boundary lines so players can bring temporary nets to play pickleball. Most recently, there was a box installed at the Fisherman’s Park location with the intent to store temporary nets to assist the public.

There has been a proposal to take one of the tennis courts and convert it to permanent pickleball courts.

Location to be established.

FISCAL IMPACT:

TBD

RECOMMENDATION:

Staff is asking the Advisory Board for:

*Is there a need to create a permanent pickleball court in one of our city parks?

*If so, which park would the board recommend?

ATTACHMENTS:

N/A