

**Bastrop, TX Parks Board and
Public Tree Advisory Board
Meeting Agenda**
Bastrop City Hall
City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



May 7, 2018, at 6:00 P.M.

City of Bastrop Parks Board and Public Tree Advisory Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800, 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. **ROLL CALL AND CONFIRMATION OF A QUORUM OF BOARDS MEMBERS PRESENT**
3. **PRESENTATIONS**
- 3A. Presentation by Burditt Consulting on the Wheeled Sports Plaza project.
4. **STAFF, BOARD, AND COMMITTEE REPORTS**
- 4A. Monthly operational report from the Parks and Recreation Department.
- 4B. Monthly operational report from the Bastrop State Park.
- 4C. Monthly operational report from the Bastrop YMCA.
- 4D. Monthly operational report from the Youth Parks Activity Committee (YPAC).
5. **CITIZEN COMMENTS**

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6. CONSENT AGENDA

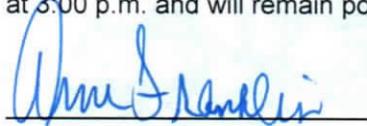
- 6A. Consider action to approve Parks and Public Tree Advisory Board minutes from the March 1, 2018 regular meeting.

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- 7A. Discuss and consider recommendations on the placement of a Purple Heart Memorial in the City of Bastrop.
- 7B. Discuss and consider action on the placement of a commemorative plaque on the chimney of the small pavilion at Fisherman's Park.
- 7C. Discuss and consider recommendations on a fee for overnight parking in the parks.
- 7D. Discuss and consider recommendations for new board member recruitment.
- 7E. Discuss and consider recommendations on items to be placed on next month's agenda.

8. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting is 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 convenience that is readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org. Said Notice was posted on the following date and time: May 3, 2018 at 3:00 p.m. and will remain posted for at least two hours after said meeting is convened.



Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 3A.

TITLE:

Presentation by Burditt Consults on the Wheeled Sports Plaza project.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

This Parks Board has been in the process of bringing a wheeled sports complex to Bastrop. This is an update by Burditt, the selected contractor, on the progress of the design phase.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

The design was funded in the FY18 budget.

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 4A.

TITLE:

Monthly operational report from the Parks and Recreation Department

STAFF REPRESENTATIVES:

Trey Job, Director Public Works & Leisure Services
David Junek, Superintendent Parks and Recreation

BACKGROUND / HISTORY:

The purpose of this report is to provide the board with updates on past and current projects. This allows the board to share a message to the community.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 4B.

TITLE:

Monthly operational report from the Bastrop State Park

STAFF REPRESENTATIVE:

Jamie Creacy, Park Superintendent

BACKGROUND / HISTORY:

This is the time reserved for staff or Board representatives to go over the activities for the past month and to share any upcoming events with the Board.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

- Monthly Operations Handout
- Bastrop & Buescher State Park March Programs Calendar



Bastrop State Park

May 3, 2018

Revenue/Visitation (March)

- Revenue up 7% from January 2017; down 8% for the year
- Visitation up 10% from January 2017; down 5% for the year

Programming/Interpretation (May)

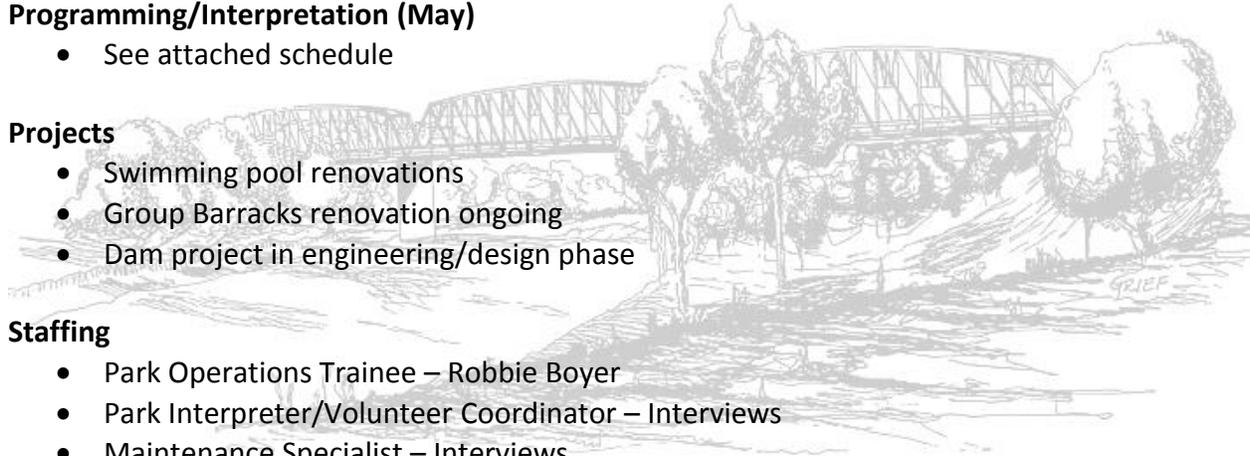
- See attached schedule

Projects

- Swimming pool renovations
- Group Barracks renovation ongoing
- Dam project in engineering/design phase

Staffing

- Park Operations Trainee – Robbie Boyer
- Park Interpreter/Volunteer Coordinator – Interviews
- Maintenance Specialist – Interviews
- Buescher Site Manager – Reviewing Candidates
- Assistant Lead Ranger - Posted



Bastrop State Park

May Programs



05/04 *Friday*

Wildflower Photography - an introduction (6-7pm)

Meet: Historic Golf Shelter

Bring: Camera, close toed shoes, water, sunscreen, bug spray

Difficulty: Easy walk!

05/05

ABCs of Nature (10-1130am)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.

05/05

How Parks Saved the Country - CCC (2-3pm)

Meet: In front of Refectory

Bring: Close toed shoes, water, sunscreen

Difficulty: Easy walk! All ages welcome.

05/12

The Lost Pines Legacy (10-1130am)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, some elevation changes and uneven terrain; 1 mile hike.

05/12

Become an Animal of the Park (330-430pm)

Meet: Historic Golf Shelter

Bring: Close toed shoes, water, sunscreen, bug spray

Difficulty: Easy mile walk & animal mimicry; stroller friendly

05/18 *Friday*

Geology Rocks (6-7pm)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level with some elevation changes and uneven terrain; 1 mile hike.



05/19

The Lost Pines Legacy (10-1130am)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, some elevation changes and uneven terrain; 1 mile hike.



05/25 *Friday*

Out of the Ashes (6-7pm)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, steep elevation changes and uneven terrain; 1 mile hike.



05/26

The Lost Pines Legacy (10-1130am)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



05/26

Digital Scavenger Hunt (1-430pm)

Meet: Playground

Bring: Camera, close toed shoes, water, sunscreen

Difficulty: Easy! Explore both Bastrop and Buescher state parks as you try to find everything on the list.



05/27 *Sunday*

Skins & Skulls Table (11am-12pm)

Meet: Historic Golf Shelter

Bring: Close toed shoes, water

Difficulty: Easy! Come see some pelts and skulls of animals who live in the park.

YOGA *Reoccurring Program*

Sunday Mornings: 6, 13, 20, 27 (9-10am)

Wednesday Evenings: 2, 9, 23, 30 (530-630pm)

Meet: Inside the Historic Golf Shelter

Bring: A yoga mat, a cushion or towel to sit on & water

Difficulty: Beginner friendly. Ages 15 and up. Minors must be accompanied by an adult.



Buescher State Park - April & May Programs



04/07

Naturalists: Then and Now (10-1130am)

Meet: Playground

Bring: Close toed shoes, water, sunscreen

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



05/05

Predators of the Pines (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.

04/14

Predators of the Pines (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



05/12

The Animals Around Us (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.

04/14

Life in the Civilian Conservation Corps (2-3pm)

Meet: Lakeview Pavilion

Bring: Close toed shoes, water, sunscreen

Difficulty: Easy walk! All ages welcome.



05/12

Life in the Civilian Conservation Corps (2-3pm)

Meet: Lakeview Pavilion

Bring: Close toed shoes, water, sunscreen

Difficulty: Easy walk! All ages welcome.

04/21

Predators of the Pines (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



05/19

Tiny Predators, Tiny Prey (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.

04/28

Tiny Predators, Tiny Prey (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



05/26

Predators of the Pines (10-1130am)

Meet: Blue Trailhead near walk-in sites

Bring: Water, sunscreen, close toed shoes

Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.

04/28

Digital Scavenger Hunt (1-430pm)

Meet: In **BASTROP** state park at the playground

Bring: Cell phone or other digital camera for selfies, close toed shoes, water, sunscreen

Difficulty: Easy! Explore both Bastrop and Buescher state parks as you try to find everything on the list.



05/26

Digital Scavenger Hunt (1-430pm)

Meet: In **BASTROP** state park at the playground

Bring: Cell phone or other digital camera for selfies, close toed shoes, water, sunscreen

Difficulty: Easy! Explore both Bastrop and Buescher state parks as you try to find everything on the list.



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 4C.

TITLE:

Monthly operational report from the Bastrop YMCA

STAFF REPRESENTATIVE:

Terry Moore, YMCA Director

BACKGROUND / HISTORY:

This is the time reserved for staff or Board representatives to go over the activities for the past month and to share any upcoming events with the Board.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 4D.

TITLE:

Monthly operational report from the Youth Parks Activity Committee (YPAC)

STAFF REPRESENTATIVE:

Allison Hewett, YPAC Representative

BACKGROUND / HISTORY:

This is the time reserved for staff or Board representatives to go over the activities for the past month and to share any upcoming events with the Board.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 6A.

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the March 1, 2018 regular meeting.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

N/A

POLICY EXPLANATION:

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.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Park and Public Tree Advisory Board minutes from the March 3, 2018 meeting.

ATTACHMENTS:

- March 1, 2018, DRAFT Regular Meeting Minutes

**City of Bastrop, TX
Parks Board and
Public Tree Advisory Board Meeting
MINUTES
Bastrop City Hall
City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800**



March 1, 2018, at 6:00 P.M.

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1. **CALL TO ORDER**
- 1A. **MEETING WAS CALLED TO ORDER AT 6:00PM**
2. **ROLL CALL AND CONFIRMATION OF A QUORUM OF BOARDS MEMBERS PRESENT**
3. **STAFF, BOARDS, AND COMMITTEE REPORTS**
- 3A. Parks & Recreation Department

Monthly overview of events, maintenance, repairs, and projects.

- Supported the Small Business Revolution efforts
- Replace soccer goal, basketball and volleyball nets in parks.
- Performed monthly inspection/repairs of all irrigation systems
- Replaced old bleachers boards at Fireman's softball fields and Little League Fields
- Removed graffiti at Fisherman's and Hunter's Crossing
- Repainted interior and "deep cleaned" Fisherman's Park lower restrooms
- Repainted interior of Mayfest restrooms
- 3 pavilion rentals (2 at Bob Bryant and 1 at Fisherman's)
- Entire crew attended safety training
- Worked the Run for the Bluebonnets 5K

Note: Dorothy asked about the graffiti and are they able to figure out who is doing, David said they have clues and since installing game cameras and it has reduced

- 3B. Bastrop State Park report – Jamie Creacy – Superintendent

- Monthly overview of events, maintenance, repairs and projects
- Revenue is starting to come back up
- Presented a calendar of events for the month of March that is posted on State Park web.
- Prescribed have been completed total of 418 acres
- Group Barracks renovation in ongoing expected to be completed end of August
- Dam Project in engineering/design phase will be included in funding 2019
- Park Operation Trainee – a candidate has been selected
- Park Interpreter/Volunteer Coordinator –reviewing applications received 151
- Maintenance Specialist and Buescher Site Manager opening will be posting soon
- Yoga classes was changed to Wednesday and Sunday Mornings

3C. YMCA – Terry Moore, Director (Terry was not in attendance)

- Monthly overview of projects and activities.

3D. Youth Parks Activity Committee – Allison Hewett

- Monthly overview of projects and activities.
- Trey had stated to us the School are developing a Youth Task Force Advisory Board to learn government, the Mayor should make the selection by the end of April. If we have not had anyone step up to replace Alliston that maybe we could choose one of these students to serve on the board.

4. CITIZEN COMMENTS

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Note: We had 4 skaters attending our meeting Diane Wilson went she went to Fisherman Park before meeting she saw them skating so she invited them to attend as we were discussing the future Skate park.

5. CONSENT AGENDA

5A. Discuss and consider action to approve Minutes from the February 1, 2018, Board meeting.

- Dorothy made motion to approve Minutes as read. Seconded by Kelly Dawson which passed by all.

6. WORK SESSION

- Closed Regular session at 610 to go into work session

6A. Update on wheels sports complex to be located in Fisherman's Park

- Diane Wilson and Erica Kelly was attending this meeting with the Burditt Group.
- They handed out the page that was missing from the packet they gave us at our last meeting showing the different images of things to include in our design.

- Discussion of the Public meeting dates, April 3 at Public Library or the Pavilion at Fisherman Park, April 18 at Hunters Crossing Pavilion, will set 2 more dates after we gather information from these two public meetings.
- Need to get the work out as we only have 1 month, notify schools, newspapers, clubs, skaters, area residents city council calendar webpages of twitter, Instagram, Facebook, posters, making a video to show at different events and meetings.
- They handed out a draft survey of questions that we would have at the public meeting to gather input.
- We shared the information to date with the skaters that were in attendance and asked what they would want to have and not have. They shared with us that the park they like is the North East Metropolitan in Pflugerville.

6B National Wildlife Federation for backyard Habitat

- Dorothy talked about losing our natural habitat and how you could have a habitat in your backyard for birds, butterflies, bees, etc. All you needed was a food, water, place for their young and cover. You can get more information by visiting the National Wildlife Habitat on line sites.

6C. Planning of workshops to discuss potential funding sources for the City Parks system.

- Funding Options include – Fee Schedules
- Build something to have tournaments
- Special events holding new ones
- Feed trucks at these events charging a fees or percentage
- Lease out concession, concession sales, bike rentals
- Exercise groups charge them a fee to use our parks for their gain
- Grants, increase fees or add fees
- Each committee member was given a sheet with all of these funding options and we selected the top 4
 1. Bike or equipment rental
 2. Policy for special events
 3. Concession sales - food trucks
 4. Fee schedule for commercial users

7. ITEMS FOR INDIVIDUAL CONSIDERATION

7A. Discuss and consider action on items for placement on next month's agenda.

- Kerr Center vacant lot future of. Trey has talked to Councilman Peterson and he stated to him that the neighbors purchased this lot for more parking at the Kerr Center.
- Barbara made the motion to table scheduling a public hearing till S\August or September because of the already set 2 maybe 4 public meeting for the Wheeled Sports Plaza and it was seconded by Kelly

7B. Future Agenda items

- Search for new Youth Representative. – ongoing
- Barbara has been asked to serve on the Cultural Art Master Plan to promote art cultures to Bastrop Tourism. Bastrop has been home to many arts and cultural attractions, Yesterfest a celebration of the City's Pioneer past. And the city is now hoping to organize arts groups, attractions and destinations in a cultural arts master plan to leverage tax dollars for tourism.
- The city has hired a consultant to craft a long term plan.
- They have gotten four companies to make this plan collaborative.



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7A.

TITLE:

Discuss and consider recommendations on the placement of a Purple Heart Memorial in the City of Bastrop.

STAFF REPRESENTATIVE:

David Junek, Superintendent Parks and Recreation

BACKGROUND / HISTORY:

Parks Superintendent, David Junek, has been working with Brian George on his Eagle Scout Project. Brian is wanting to place a Purple Heart Memorial somewhere within the City of Bastrop and is looking for recommendations on the location.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7B.

TITLE:

Discuss and consider action on the placement of a commemorative plaque on the chimney of the small pavilion at Fisherman's Park.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

Ken Kesselus contacted Parks Superintendent, David Junek, in regard to placing a commemorative plaque on the chimney of the smaller pavilion at Fisherman's Park. His family requested to make a presentation. The presentation was made to David and some of the board members. They will update the rest of the board on the details of the presentation.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided.



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7C.

TITLE:

Discuss and consider recommendations on a fee for overnight parking in the parks.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

Recently, there has been an increase of requests for overnight parking, particularly in Fisherman's Park and Bob Bryant Park. Most of the requests are due to extended kayak or boating trips. The Parks Department is seeking input from the board on potentially setting up a fee for overnight parking.

POLICY EXPLANATION:

Under ARTICLE 1.10 – PARKS

Section 1.10.002 (a) – Park rules.

Overnight camping; hours when closed. There shall be no person, vehicle, equipment or activity within any publicly owned park or playground within the city limits from 10:00 p.m. to 6:00 a.m. each day, unless an exception to this rule is provided, in writing.

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7C.

TITLE:

Discuss and consider recommendations on a fee for overnight parking in the parks.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

Recently, there has been an increase of requests for overnight parking, particularly in Fisherman’s Park and Bob Bryant Park. Most of the requests are due to extended kayak or boating trips. The Parks Department is seeking input from the board on potentially setting up a fee for overnight parking.

POLICY EXPLANATION:

Under ARTICLE 1.10 – PARKS

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FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7D.

TITLE:

Discuss and consider recommendations for new board member recruitment.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

The Parks Board and Public Tree Advisory Board has two vacant positions. They've been vacant for an extended period of time. The board will discuss recruitment tactics in filling the empty positions.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided.



STAFF REPORT

MEETING DATE: Monday, May 07, 2018

AGENDA ITEM: 7E.

TITLE:

Discuss and consider recommendations on items to be placed on next month's agenda.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

This item gives the board an opportunity to discuss and recommend items to be placed on the next meeting.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None provided.