

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



June 2, 2022

Regular Meeting 6:00 P.M.

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. **STAFF AND BOARD BRIEFINGS**
 - 2A. Parks Report
 - 2B. Bastrop State Park Report
 - 2C. 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. To address the Board, please submit a fully completed request card to the Board chairperson prior to the beginning of the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, city Boards cannot discuss issues raised or make any decision at this time. Instead, city Boards are limited to making a statement of specific information or a recitation of existing policy in response to the inquiry. Issues may be referred to city staff 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 to allow a member of the public to slur the performance, honesty, and/or integrity of the Board, as a body or any member or members of the Board, individually or collectively, nor any members of the city's staff. Accordingly, profane, insulting, or threatening language directed toward the Board and/or any person in the Board'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 May 5, 2022 regular meeting.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Update and discuss Parks Master Plan.
- 5B. Update and discuss Parks Fee Schedule.
- 5C. Update and discuss Special Events for June & July.

6. 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: Wednesday, May 25, 2022 at 3:00 p.m. and will remain posted for at least two hours after said meeting is convened.



Victoria Psencik, Deputy City Secretary



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 2A

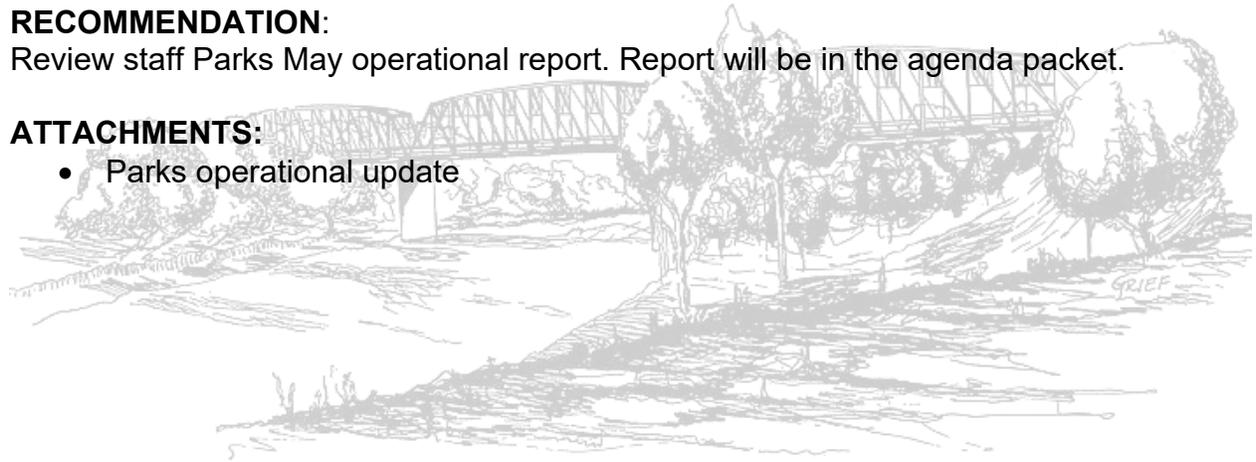
TITLE:
Parks Report

STAFF REPRESENTATIVE:
Thomas Martinez, Crew Leader Parks
Curtis Hancock, Director of Public Works

RECOMMENDATION:
Review staff Parks May operational report. Report will be in the agenda packet.

ATTACHMENTS:

- Parks operational update



Parks

- Parks staff worked alongside TXDOT to get the trees pruned off the roadway at Hwy 71 & 304 overpasses.
- Parks stripped out more pickleball courts at Bob Bryant and finished painting the bulletin kiosk as well.
- Parks staff replaced lost and damaged banners along Old Iron Bridge.
- Parks also painted the pipe fences at Old Iron Bridge, Bob Bryant and started at Fishermans park.
- Parks staff repaired a section of fencing at Mayfest park from vehicle damage.
- Parks removed a tree at Mayfest park that was damaging the concession stand for the show barn.
- Parks staff also removed the silt fencing around the Wheeled Sports Plaza as new grass has grown back.

After calling other central Texas cities, we were able to hear how another city handles their disc golf fees:

The City of Lockhart has not been asked about renting of their course and currently has no fee.

The City of Gonzales's course stands alone from their parks, they charge \$125.00 to rent their course for the day and a \$50.00 deposit.

The City of Marble Falls did not reply nor did the City of Burnet.

City of Houston you can NOT hold tournaments at their parks.

City of Leander charges \$150 for a special permit fee- any organized tournament for Disc Golf to use the course and then a price to rent the facilities depending on how big the event.

City of Waco- is a Special Event fee that vary from \$50 - \$1000. Depending on the area you choose to hold your event. Special Event Permits are \$50 application fee.







STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 2B

TITLE:

Bastrop State Park Report

STAFF REPRESENTATIVE:

Jamie Creacy, Park Superintendent, Lost Pines State Park Complex
Curtis Hancock, Public Works Director

RECOMMENDATION:

Review Bastrop State Park monthly operational report.

ATTACHMENTS:

N/A





STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 2C

TITLE:

Bastrop Recreation Report

STAFF REPRESENTATIVE:

Terry Moore, Bastrop Recreation
Curtis Hancock, Public Works Director

RECOMMENDATION:

NA

ATTACHMENTS:

- Recreation Report



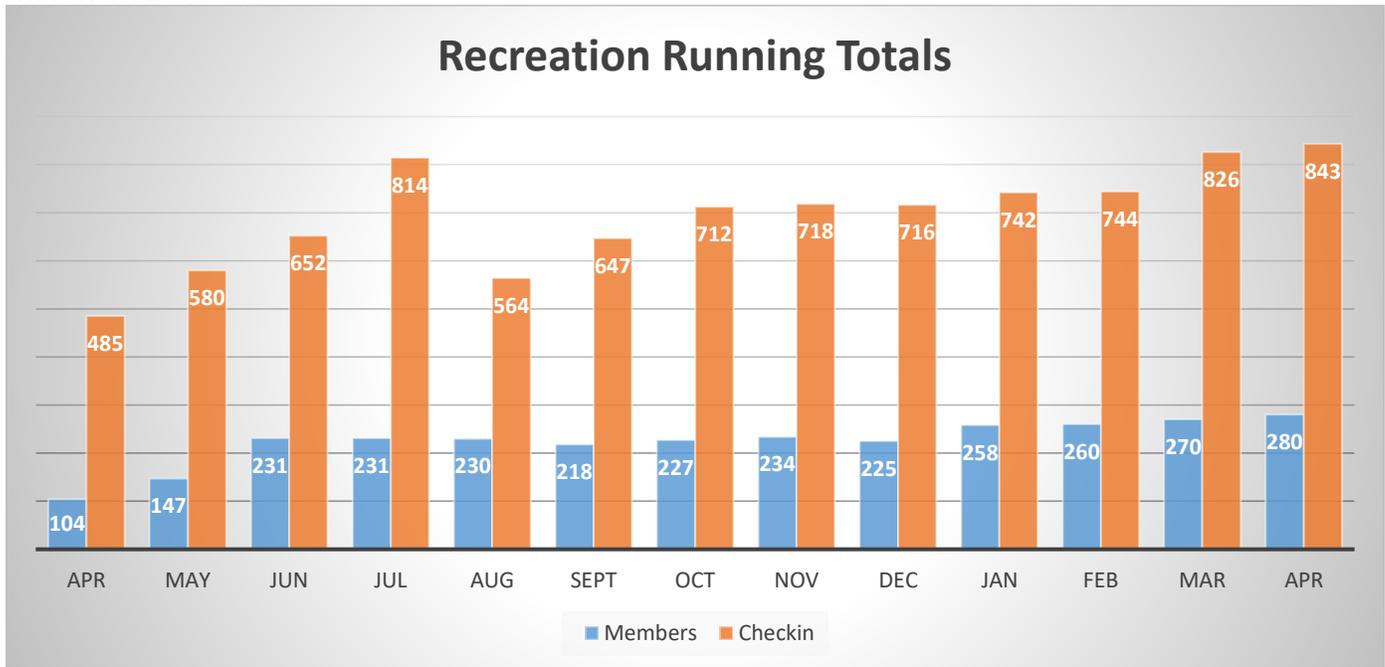


JUNE 2, 2022

Parks Board June Recreation Report

Membership is currently at 306 members.

March YTD Totals



May highlights:

- Self Defense community program on May 11th w/Sergeant Sandford from the Bastrop Police Department leading the class. Had 5 community residents participate.
- Master Plan RFQ was posted.
- Ballroom Dance lessons were held every Friday in May.
- We attended the Senior Center Wellness Fair on May 14th.

Upcoming and Ongoing Programs

- The following summer programs are open for registration:
 - Discovery Days
 - June 21-23 Minerva Delgado Park
 - July 12-14 Bob Bryant Park
 - August 2-4 Bastrop State Park
 - Tumbling Mini Camp
 - June 6-9 Kerr Center
 - Pickleball Camp – FREE
 - June 6-9 Tahitian Courts
 - Ultimate Sports Camp
 - June 27-30 Bob Bryant Park
 - Family Pickleball Camp - FREE

- June 20-23 Tahitian Courts
- Juneteenth Parade – June 19th. The Recreation entry will be community bike riders. They will be able to decorate their bikes before parade and ride as a group.
- Working on details for water programs at the State Park.

Social Media

June– National Outdoors Month

July – National Parks and Recreation Month

Respectfully Submitted by:
Terry Moore



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 2D

TITLE:

Bird City Coalition Report

STAFF REPRESENTATIVE:

Kerry Fossler, Board Member
Curtis Hancock, Public Works Director

RECOMMENDATION:

N/A

ATTACHMENTS:

- Bird City Coalition Report





**BASTROP BIRD CITY BASTROP REPORT
FOR CITY OF BASTROP PARKS BOARD MEETING
June 2, 2022**

UPCOMING EVENTS

- **LITTLE HIKES every 2nd Friday 8:30a-10:00am**
 - June 10 – Buescher State Park – Winding Woodland Trail
 - July 8 – Cedar Creek Park
 - Aug 12 – Cliffhanger Trailhead
 - Sept 9 – Bob Bryant Park

- **BIG SITS every 4th Saturday 8:30a-10:00am**
 - June 25 – Outdoor Classroom at Colorado River Refuge
 - July 23 – Bastrop State Park
 - Aug 27 – Hyatt Lost Pines (pending approval)

- **FUTURE MEETINGS IN PERSON at CITY HALL**
(every 6 weeks – Wednesdays 1:30pm)
 - July 6, August 17

UPCOMING NEWS

- New Co-Chair sought to manage and maintain Bastrop’s Bird City Designation:
 - Estimated 4 hours per week
 - Hold coalition meetings every 6 weeks (write agenda, facilitate meetings)
 - Hold co-chair meetings every 3 weeks (write agenda, facilitate meetings)
 - Coordinate and submit the application every third year.
 - Coordinate and submit the annual report the other years.
 - Create weekly content for social media

- Our BIG re-application is due again December 2, 2022. (Application opens June 1, 2022. Applications must be started by November 1, 2022. Applications due December 2, 2022)
OR we discontinue our certification and submit an annual report by January 31, 2023.



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 2E

TITLE:

Council Liaison Report

STAFF REPRESENTATIVE:

John Kirkland, Council Liaison

RECOMMENDATION:

Welcome to the Parks and Public Tree Advisory Board.

ATTACHMENTS:

- N/A





STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 4A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the May 5, 2022 regular meeting.

STAFF REPRESENTATIVE:

Sandy Holder, Public Works Technician
Curtis Hancock, Public Works Director

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.

RECOMMENDATION:

Approve, amend, or correct the minutes of the May 5, 2022 Parks and Public Tree Advisory Board.

ATTACHMENTS:

- May 5th DRAFT Parks and Public Tree Advisory Board meeting minutes

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

May 5, 2022

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, May 5, 2022, at 6:00 p.m. at City Hall. Members present were Margaret Robinson, Jamie Creacy, Steven Fobert, Kerry Fossler, , Betty Rucker and Liaison Councilman Dock Jackson. Absent was Sarah Rooney. Staff present were Public Works Director Curtis Hancock, City Arborist Thomas Martinez, and Recreation Manager Terry Moore.

1. CALL TO ORDER

At 6:01 p.m. Chair Barbara Wolanski called the meeting to order.

2. STAFF, BOARD, AND COMMITTEE MONTHLY OPERATIONAL REPORTS

2A. Parks Report

Report was given by staff Thomas Martinez.

2B. Bastrop State Park Report

Report was given by Jamie Creacy.

2C. Recreation Report

Report was given by Terry Moore.

2D. Bird City Coalition Report

Report was given by Kerry Fossler.

2E. Council Liaison Report

Report was given by Councilman Dock Jackson.

3. CITIZEN COMMENTS

There were no citizen comments.

4. APPROVAL OF THE MINUTES

4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the April 7, 2022 regular meeting.

Motion was made by Board Member Betty Rucker and seconded by Board Member Jamie Creacy. Vote was unanimous.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Update and discuss Parks Master Plan

Public Works Director Curtis Hancock and Recreation Manager Terry Moore gave an update.

5B. Update and discuss Parks Fee Schedule

Public Works Director Curtis Hancock gave an update.

6. WORKSHOP SESSION

None

7. ADJOURNMENT

Board Member Jamie Creacy made the motion to adjourn the meeting at 7:18pm. Board Member Betty Rucker seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 5A

TITLE:

Update and discuss on Parks Master Plan

STAFF REPRESENTATIVE:

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.

POLICY EXPLANATION:

FUNDING SOURCE:

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:

ATTACHMENTS:



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 5B

TITLE:

Discussion on Parks Fee Schedule

STAFF REPRESENTATIVE:

Thomas Martinez, Crew Leader Parks
Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

During the FY2022 budget process, it was noted by several members of council that the City's Master Fee Schedule had obsolete fees and seems like it has not been updated recently.

As part of the FY 2023 budget process, all department that assess fees will review their fee schedule and make recommendations on these schedules.

POLICY EXPLANATION:

FUNDING SOURCE:

RECOMMENDATION:

ATTACHMENTS:

- N/A



STAFF REPORT

MEETING DATE: June 2, 2022

AGENDA ITEM: 5C

TITLE:

Parks Report

STAFF REPRESENTATIVE:

Thomas Martinez, Crew Leader Parks & Recreation
Curtis Hancock, Director of Public Works

RECOMMENDATION:

Update and discuss Special Event planned for June and July.

June:

1. March for Jesus
 - A) March through downtown to Courthouse June 4th
2. Bastrop Juneteenth Celebration.
 - A) Parade starts at 10am by the High school on Cedar Street and ends at the intersection of Pine Street and Water Street
 - B) Street Dance to occur at the intersection of Main Street and Spring Street at 7pm.
 - C) There will be food trucks for the dance located on Spring St. near First National bank.

July:

1. Bastrop 4th of July Celebration (Patriotic Festival)
 - A) There will be a 5k fun run to start the event from 8am to noon.
 - B) There will be 18 non-food vendors.
 - C) Shuttle buses will run from noon to 11pm from the convention center.
 - D) There will be Shakespeare in the Park, Hoops with BPD, Dunk Tank, Water Wonderland, Kiddie Express Train, Colorado River Alliance Mobile River Exhibit, Petting Zoo, Volleyball games, Skate Park exhibition, Stilt walker, food eating contests, Chubby Knuckle choir, followed by the Presentation of the colors, Mayors remarks, and the firework show at 9:15pm.

ATTACHMENTS: