

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



May 5, 2022

Regular Meeting at 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 March 7, 2022 regular meeting.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Update and discuss Parks Master Plan.
5B. Update and discuss Parks Fee Schedule.

6. WORKSHOP SESSION

7. 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: Tuesday, April 26, 2022 at 5:30 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: May 5, 2022

AGENDA ITEM: 2A

TITLE:

Parks and Recreation Report

STAFF REPRESENTATIVE:

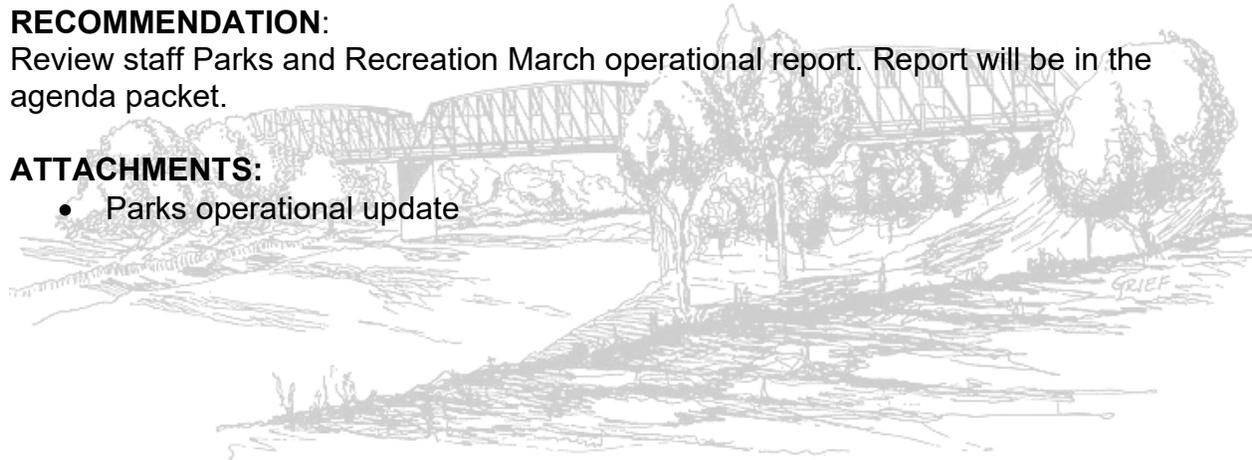
Thomas Martinez, Crew Leader Parks & Recreation
Curtis Hancock, Director of Public Works

RECOMMENDATION:

Review staff Parks and Recreation March operational report. Report will be in the agenda packet.

ATTACHMENTS:

- Parks operational update



Parks Operational Update:

- Parks staff finished prepping the Disc Golf Course for the Ribbon cutting at Bob Bryant Park.





STAFF REPORT

MEETING DATE: May 5, 2022

AGENDA ITEM: 2B

TITLE:

Bastrop State Park Report

STAFF REPRESENTATIVE:

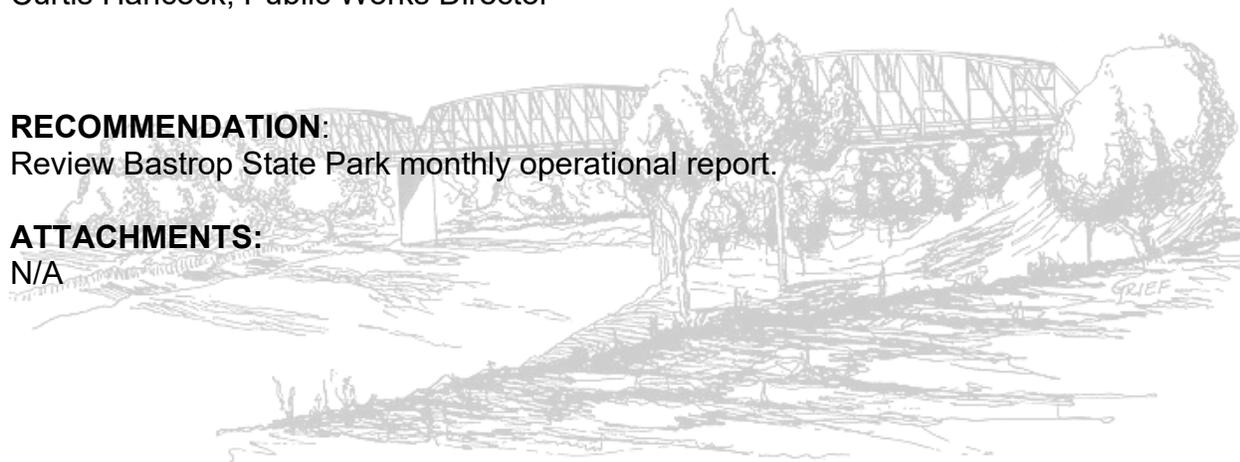
Jamie Creacy, Park Superintendent, Lost Pines State Park Complex
Curtis Hancock, Public Works Director

RECOMMENDATION:

Review Bastrop State Park monthly operational report.

ATTACHMENTS:

N/A





STAFF REPORT

MEETING DATE: May 5, 2022

AGENDA ITEM: 2C

TITLE:

Bastrop Recreation Report

STAFF REPRESENTATIVE:

Terry Moore, Bastrop Recreation
Curtis Hancock, Public Works Director

RECOMMENDATION:

NA

ATTACHMENTS:

- Recreation Report



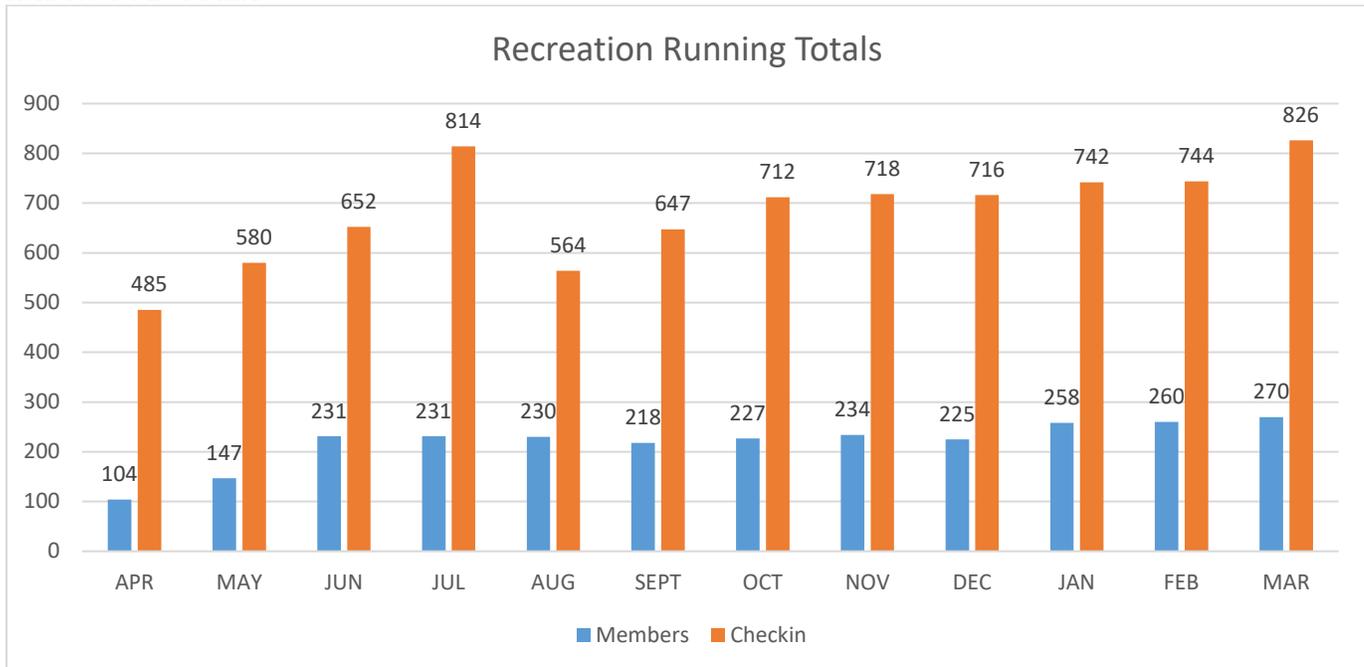


April 25, 2022

Parks Board May Recreation Report

Membership is currently at 271 members.

March YTD Totals



April highlights:

- National Walking Day was a great success. 16 scheduled walking tours with 149 participants.
- Parks & Recreation Master Plan RFQ was released on April 29. The intended schedule is to award to consultant in June and start the collection of data and input in July. Final plan is targeted to be ready by May 2023.
- Member based Self Defense Class on April 8th had 11 in attendance
- Belly Dance class was held the last two Fridays in April.

Upcoming and Ongoing Programs

- A Cycling/Strength class added on Mondays at 5:30. In May, a Wednesday class in being added.
- Creative Dance continues at 4:30pm on Wednesday.
- Matter of Balance class began on 4/19 with 15 registered and participating. Program is free and includes 8 sessions.
- Ballroom Dance lessons will be held every Friday in May.
- Discovery Days Summer Program – mini camp with different “discovery” opportunities. Nature, conservation, healthy food, bird watching (finding), water, hiking and more. For ages 8 to 12 years old. Each day will include physical, art, experiment and enrichment activities.

- June 21-23, Minerva Delgado
- July 12-14, Bob Bryant Park
- August 2-4, Bastrop State Park

Social Media

May – National Mental Health Month

Will run a campaign promoting the importance of good mental health.

Presentations and Events

Movies in the Park, April 2nd

Rotary, April 5th

Youth Advisory Board, April 11th

Springfest, April 23rd

Cultural Arts Commission, April 27th

Respectfully Submitted by:

Terry Moore



STAFF REPORT

MEETING DATE: May 5, 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 April 7, 2022

UPCOMING EVENTS

- **BIRD LOVER WEEKEND May 6-7th**
 - See reverse of this page for schedule
- **LITTLE HIKES every 2nd Friday 8:30a-10:00am**
 - May 13 – LCRA South Shore – Swift Trail
 - 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**
 - May 28 – Delgado Park
 - June 25 – Outdoor Classroom at Colorado River Refuge
 - July 23 – Bastrop State Park
 - Aug 27 – Hyatt Lost Pines (pending approval)



Pics from BIG SIT at the Keyhole Garden April 23 → →



- **FUTURE MEETINGS IN PERSON at CITY HALL**
(every 6 weeks – Wednesdays 1:30pm)
 - May 25, July 6, August 17

UPCOMING NEWS

- Co-Chair Maria Montoya Stayton is resigning as Co-Chair effective May 31, 2022 to focus on her role as Chair of the Cultural Arts Commission. She will continue to work on our annual BIRD LOVER WEEKEND each May.
- Co-Chair Kerry Fossler is resigning as Co-Chair effective December 31, 2022 to focus on her role as Vice Chair of the Visit Bastrop Executive Board. She will continue to lead, promote and participate in Bird City events each month and will continue managing social media.
- The current 3 Co-Chairs are designing a succession plan so Bird City leadership can continue smoothly. 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.



BIRD LOVER WEEKEND MAY 6-7, 2022



SCAN FOR
MORE INFO

Friday May 6	Event	Location
5-6 PM	BEER & BIRD SONGS	602 Brewing Co.
6-8 PM	ARTWALK: BIRD POP-UP ART HOOT! HOOT! HOORAY! FOR OWLS DRUM CIRCLE WARRIORS OF PRAISE MUSIC STILT WALKER STREET MUSICIANS ALL ABOUT BIRDS GROUP SHOW CALVARY EPISCOPAL ART EXHIBIT COMMUNITY WALL EXPERIENCE	Various Locations on Main Street 602 Brewing Co. Vibe Tribe R. A. Green Merc Museum & Visitor Center C & C Wine Co. Chicago Title R.A. Green Merc Bridges Emporium
Saturday May 7	Event	Location
8-12 AM	BIRD CITY BIG SIT (COME & GO)	Fisherman's Park
1:30-2:00 PM	BIRD PHOTOGRAPHY TALK	Lost Pines Art Center
2:30-3:30	RAPTOR DEMONSTRATION	Courthouse Lawn
2-5 PM	GARDENING FOR WILDLIFE	Lost Pines Art Center
5-6 PM	OUTRAGEOUS WEARABLE BIRD FEEDER CONTEST	602 Brewing Co.
5-6 PM	DRAWING & PAINTING BIRDS DEMO	Lost Pines Art Center
6-8 PM	ART AFTER DARK BIRD EXHIBIT	Lost Pines Art Center



STAFF REPORT

MEETING DATE: May 5, 2022

AGENDA ITEM: 2E

TITLE:

Council Liaison Report

STAFF REPRESENTATIVE:

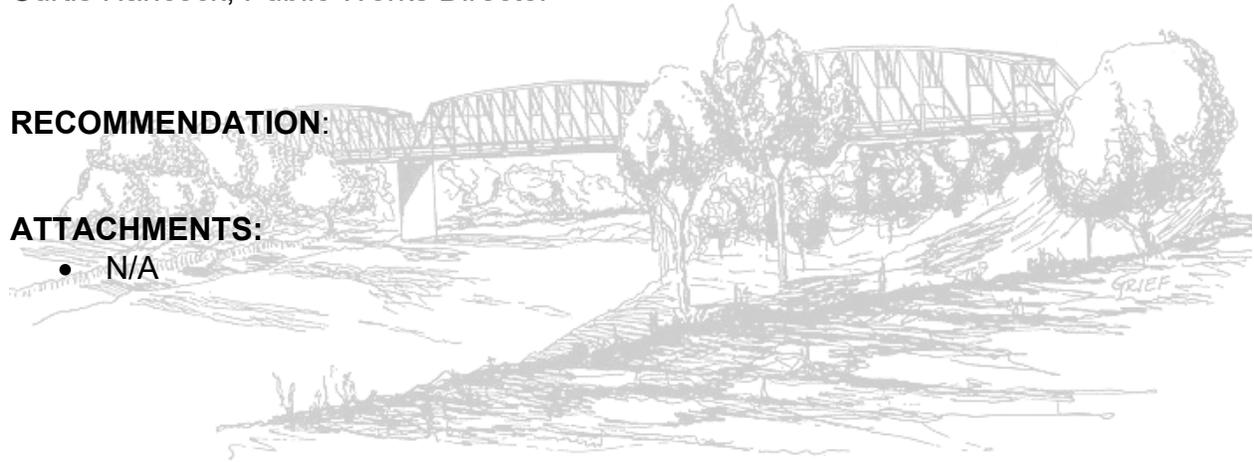
Dock Jackson, Council Liaison

Curtis Hancock, Public Works Director

RECOMMENDATION:

ATTACHMENTS:

- N/A





STAFF REPORT

MEETING DATE: May 5, 2022

AGENDA ITEM: 4A

TITLE:

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

ATTACHMENTS:

- April 7th DRAFT Parks and Public Tree Advisory Board meeting minutes

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

April 7, 2022

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, April 7, 2022, at 6:00 p.m. at City Hall. Members present were Margaret Robinson, Jamie Creacy, Steven Fobert, Kerry Fossler, Sarah Rooney, Betty Rucker, Steven Fobert and Liaison Councilman Dock Jackson. Absent was Barbara Wolanski. 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. Vice Chair Margaret Robinson 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

Courtney Pinkowski spoke about how common food allergies are in children, and recommends installing signs at our 7 city parks with playgrounds asking people not to eat on the playground and to clean their hands after eating.

4. APPROVAL OF THE MINUTES

4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the March 3, 2022 regular meetings.

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 Nicholas Cowey's presentation

Riverside Grove resident Nicholas Cowey gave a presentation on the Ecoregions of Texas, specifically the Bastrop ecoregion.

5B. Update and discuss Parks Master Plan

Public Works Director Curtis Hancock gave an update.

5C. Update and discuss Disc Golf in Bob Bryant Park.

Public Works Director Curtis Hancock gave an update.

5D. Update and discuss River Loop Sidewalk project.

Public Works Director Curtis Hancock gave an update.

5E. Update and discuss Parks Fee Schedule

Public Works Director Curtis Hancock gave an update.

6. WORKSHOP SESSION

None

7. ADJOURNMENT

Board Member Betty Rucker made the motion to adjourn the meeting at 7:33pm. Board Member Sarah Rooney seconded. The vote was unanimous.



STAFF REPORT

MEETING DATE: May 5, 2022

AGENDA ITEM: 5A

TITLE:

Update and discuss on Parks Master Plan

STAFF REPRESENTATIVE:

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: May 5, 2022

AGENDA ITEM: 5B

TITLE:

Discussion on Parks Fee Schedule

STAFF REPRESENTATIVE:

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.

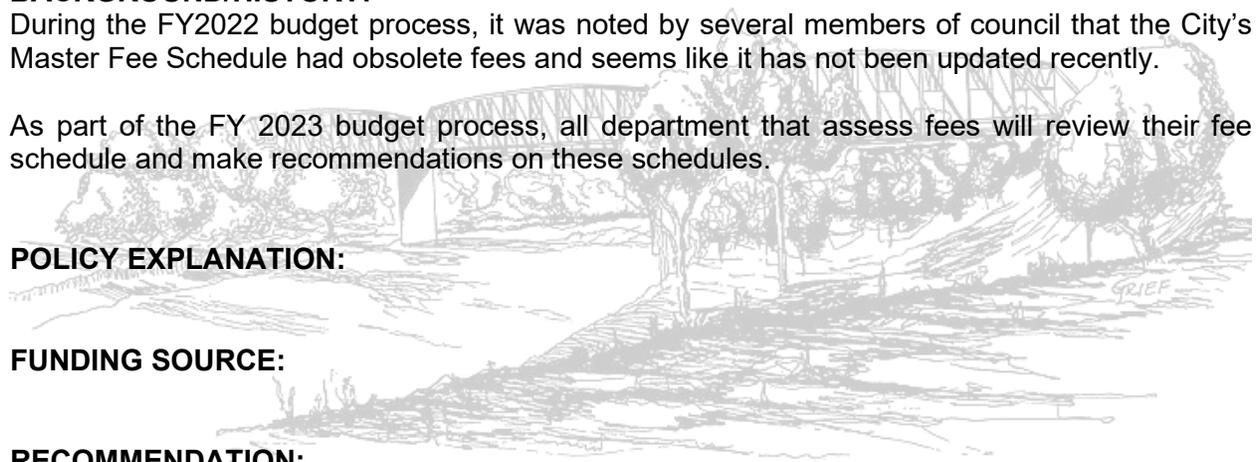
POLICY EXPLANATION:

FUNDING SOURCE:

RECOMMENDATION:

ATTACHMENTS:

- Parks Fee Schedule



Sec. A1.10 Parks.

SEC Reference	Last updated	Description	Amount of fee/ Deposit
1.10.002	Ord. No. 2016-06 3/22/2016	Noncommercial fees and deposits:	
		Pavilions (including BBQ pits when available) and concession stand. Schedule for noncommercial fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		Less than 100 Patrons	\$50.00/\$50.00
		101-200 Patrons	\$100.00/\$150.00
		201-300 Patrons	\$150.00/\$250.00
		Concession Stands (The concession stand at the splash pad may only be reserved by youth (17 and under). Parent or guardian adult supervision is required. Other fees, including vendor and/or permit fee may apply (see chapter 4 of this code).	\$0.00/\$50.00
		Multipurpose fields:	
		Schedule for noncommercial fees and deposits for multipurpose fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.	
		Less than 100 Patrons	\$50.00/\$100.00
		101-300 Patrons	\$75.00/\$150.00
		301-500 Patrons	\$100.00/\$200.00
		Additional park amenities fees non-commercial use.	
		Softball fields -daily/practice use	\$20.00 per hour/\$50.00 flat fee
		Softball fields-additional lighting (6-10 pm)	\$10.00 per hour
		Softball fields-tournament use	\$150.00 per day/\$100.00 flat fee
		Softball fields-tournament use-additional lighting (6-10pm)	\$10.00 per hour
		Sand volleyball court (no lighting available)	\$40.00 per 4-hour block
		Pier/scenic outlook	\$40.00 per 4-hour block
		Pier/scenic outlook-seating at additional cost	\$2.00 per chair
		Tennis & Basketball courts	\$4.00 per 4-hour block

		Tennis & Basketball courts-limited lighting available	\$10.00 per hour (6-10pm)
		Additional equipment required	Standard FEMA rates apply
		Barricades - Type I	\$3.00 each
		Barricades - Type II	\$10.00 each
		Barricades - Type III	\$20.00 each
		Cones 24-36 inches	\$1.00 each
		Cones 48 inches	\$2.00 each
		Commercial fees and deposits:	
		Pavilions (including BBQ pits when available). Schedule for commercial use fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		Less than 100 patrons	\$100.00/\$200.00
		101-200 patrons	\$200.00/\$300.00
		201-300 patrons	\$300.00/\$400.00
		Greater than 300	Special event permit required
		Multipurpose fields	
		Schedule for commercial use fees and deposits for the multipurpose fields in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.	
		0-100 patrons	\$100.00/\$200.00
		101-200 patrons	\$250.00/\$400.00
		201-500 patrons	\$400.00/\$600.00
		Additional park amenities fees commercial use.	
		Softball fields-daily practice use	\$30.00 per hour/\$100.00 deposit
		Softball fields-additional lighting (6-10pm)	\$10.00 per hour
		Softball fields-tournament use	\$250.00 per day/\$200.00 deposit
		Sand volleyball court - 4-hour block (no lighting)	\$80.00
		Pier/Scenic outlook - additional seating	\$3.00 per chair
		Tennis & Basketball courts - 4-hour block	\$80.00
		Tennis & Basketball courts-limited lighting available (6-10 pm)	\$10.00 per hour
		City staff - required with 100+	\$25.00 per hour
		Additional equipment required	Standard FEMA rates
		Barricades Type I	\$5.00 each

	Barricades Type II	\$20.00 each
	Barricades Type III	\$25.00 each
	Cones 24-36"	\$2.00 each
	Cones 48"	\$4.00 each
	The fees and deposits provided for in this section are for one (10) week period of the commercial use. Each ten (10) week period shall require a new fee and deposit.	
	Rodeo Arena Rental Fees	
	Rodeo Arena Rental includes lighting	\$200.00 per day
	Security Deposit for entire event	\$400.00
	Rodeo Arena Rental-4-hour block before dark	\$50.00
	4-hour block before dark security deposit	\$100.00 per 4-hr block
	Rodeo Arena Rental-4-hour block after dark	100.00
	4-hour block after dark security deposit	\$200.00 per 4-hr block
	Services required during event	See Fee Schedule
	Arena dirt work-City crew-tractor, drag	\$50.00 per hour
	City Staff (litter, assistance, etc.)	\$20.00 per hour, per person
	Electricity for arena lights	\$10.00 per hour
	Water for arena dirt work	\$5.00 per 1,000 gallons
	RV and/or campsites with hook-ups (includes water/electric)	\$35.00 per day
	Concession stand/kitchen	See concession stand agreement
	Dog training	
	Dog training classes in Bark Park only per class	\$25.00
	Deposit	\$50.00
	Recreation	
	Membership Fees Monthly	
	Individual	Resident \$30; Non-Resid. \$35
	Family	Resident \$50; Non-Resid. \$55
	Senior/Military/Disabled Person(s)	Resident \$20; Non-Resid. \$25
	City Employee	Indiv. \$20; Family \$40
	Drop-in Fee	\$5-\$20