

**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



June 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. STAFF, BOARD, AND COMMITTEE REPORTS

3A. Monthly operational report from the Parks and Recreation Department and update by Burditt Consultants on Wheeled Sports Plaza project.

3B. Monthly operational report from the Bastrop State Park.

4. CITIZEN COMMENTS

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5. CONSENT AGENDA

5A. Consider action to approve Parks and Public Tree Advisory Board minutes from the May 7, 2018 regular meeting.

6. WORK SESSION

6A. Review and discuss policies concerning memorial plaques.

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- 7A. Discuss and consider action on creating a task force for the Certified Habitats programs.
- 7B. 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: Thursday, May 31, 2018 at 5:00 PM and will remain posted for at least two hours after said meeting is convened.



Ann Franklin, City Secretary





STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 3A.

TITLE:

Monthly operational report from the Parks and Recreation Department and update by Burditt Consultants on Wheeled Sports Plaza project.

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.

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:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

- Monthly Operations Handout



Operational Update

JUNE 7, 2018

Parks

- 323 landscaping hours, 178 maintenance hours, and 59 tree maintenance hours.
- Assisted with the Bastrop Music Festival
- Installed new parking banners around the City





STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 3B.

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

June 7, 2018

Revenue/Visitation (April)

- Revenue down 8% from April 2017; down 8% for the year
- Visitation down 9% from April 2017; down 5% for the year

Programming/Interpretation (June)

- See attached schedule

Projects

- Swimming pool renovations
- Group Barracks renovation ongoing
- Dam project in engineering/design phase
- Golf course area – regulatory reviews

Staffing

- Park Interpreter/Volunteer Coordinator – Coming Soon
- Maintenance Specialist – Coming Soon
- Buescher Site Manager – Reviewing Candidates
- Assistant Lead Ranger – Interviews
- Buescher Maintenance Supervisor – Posting Soon

June Programs

Bastrop State Park



06/02
How Parks Saved the Country - CCC (9-10am)
Meet: In front of Refectory
Bring: Close toed shoes, water, sunscreen
Difficulty: Easy walk! All ages welcome.



06/02
Tiny Predators, Tiny Prey (10-1130am)
Meet: Playground
Bring: Close toed shoes, water, sunscreen
Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



06/02
Skins & Skulls Table (3-4pm)
Meet: Historic Golf Shelter
Bring: Close toed shoes, water
Difficulty: Easy! Come see some pelts and skulls of animals who live in the park.



06/03 *Sunday*
Yoga (9-10am)
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.



****Check our facebook page for updates****

Buescher State Park



06/02
Predators of the Pines (10-1130am)
Meet: Winding Woodland Trailhead near walk-in sites
Bring: Water, sunscreen, close toed shoes
Difficulty: Moderate activity level, some elevation changes and uneven terrain, 1 mile hike.



06/09
Life in the Civilian Conservation Corps (9-10am)
Meet: Lakeview Pavilion
Bring: Close toed shoes, water, sunscreen
Difficulty: Easy walk! All ages welcome.





STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 5A.

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:

- May 7, 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**



May 7, 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

JAMIE WAS ABSENT

3. PRESENTATION

Update on wheeled sports complex to be located in Fisherman's Park

- Diane Wilson and staff members attended this meeting with the Burditt Group.
- ? handed out a Public Input Summary from the two-public meeting that were held.
- Public Meeting #1 – Outcome
 - Strong emphasis on street-course, small bowls, Skatable paths, amphitheater, performing arts, dirt rack/mountain bikes, pump tracks, BMX friendly rock climbing, “not Smithville”, course should have flat space, setup space, concrete coping for BMX, dirt bike elements, skinnies, table tops, 3’ paths, dirt rollers, flow track, water, “simple is better”
- Public Meeting #2 - Outcome
 - Strong emphasis on street-Course, small Bowls, Skatable paths, BMX friendly, rock climbing concern (should be separate), separation of ages, color coded concrete for difficulty levels, again “not Smithville”, course should be stairs, ledges, shade, hangout space, art, foam pit, electrical outlets and Wi-Fi like? for (Guitar Hero)
 - Concerns Lighting in the directions of the Skate Park Area?
 - Traffic concerns for children
 - General Budget is \$300,000 and this would need to go to Council in July
 - Use Local Art our Town history?

- Adding a skateboard sidewalk down the hill, like an entry road for skaters, to enter skating area from the road

4. STAFF, BOARDS, AND COMMITTEE REPORTS

4A. Parks & Recreation Department

- Monthly overview of events, maintenance, repairs, and projects.
- Cable for Pecan Tree in Fisherman's Park will be finished this Friday
- Safety gates were installed at each end of the old Bridge to prevent driving across and they were also installed at River boat docks to be used when flooding is happening rather than having to set up barricades and cones.
- Don Calvert Plaque was installed at Riverside Grove
- LCRA – Step Forward program painted Fisherman's Park picnic tables
- Columbia Space Shuttle at Riverside Grove – looking at updating it as it is becoming very weathered and looking bad.

4B. Bastrop State Park report – Jamie Creacy – Superintendent – not present Monthly overview of events, maintenance, repairs and projects

- Revenue is up by 7% and visitation is up by 10% for the month of March
- Presented a calendar of events for the month of May that is posted on the State Park webpage.
- Pool is closed for renovations
- Group barracks renovation is ongoing
- Dam Project is in engineering/design phase and will be included in funding 2019
- Park Operation Trainee – Robbie Boyer has filled this position
- Park Interpreter/Volunteer Coordinator – conducting interviews
- Maintenance Specialist – conducting interviews
- Buescher Site Manager reviewing candidates
- Assistant Lead Ranger – have posted for this vacancy

4C. YMCA – Terry Moore, Director (Terry was not in attendance)

4D. Youth Parks Activity Committee – Allison Hewett

- Allison reported that she hears the exercise equipment is being used.
Trey had stated the Youth Task Force Advisory Board has been selected, he will now approach to determine if one of them could replace Allison as the youth representative.

5. CITIZEN COMMENTS

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Note: We had 4 skaters attend our meeting. Diane Wilson went to Fisherman's Park before the meeting and saw them skating. She invited them to attend as we were discussing the future Skate Park.

6. CONSENT AGENDA

6A. Consider Action to approve Parks & Tree Advisory Board meeting minutes for the March 1, 2018 regular meeting.

- Barbara ? made the motion to approve the minutes as read. Seconded by Kelly Dawson and carried unanimously.

7. ITEMS FOR INDIVIDUAL CONSIDERATION

7A. Discussion and consider recommendation on the placement of a Purple Heart Memorial in the City of Bastrop.

- An Eagle Scout is requesting a location to install. David suggested Ferry Park and Fairview Cemetery but they did not like this suggestion. The committee liked the idea of Ferry Park because another Eagle Scout had rebuilt the little gazebo there last year. Another suggestion the committee gave was at the American Legion by the airplane, or the Kerr Center.
- No action was taken.

7B. Discuss and consider action on the placement of a commemorative plaque on the chimney of the small pavilion at Fisherman's Park.

- 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.
- They will need to research the history of this discussion item to Chimney Sweep History? to see if it was previously included in a grant and not something that was built by the family. Approval for a plaque cannot be approved until this is determined.
- No action was taken.

7C. Discuss and consider recommendations on a fee for overnight parking in the parks.

- Research by? they are having parking in the parks, river riding trips, if it is through one of the business along the river they should provide them with a safe place to park.
- A suggestion was made that they park at the Library which is more secure, lighted public parking.
- We would not be responsible for vehicles left in park overnight if they are broken into.
- No action was taken.

7D. Discuss and consider recommendations for new board member recruitment.

- There are currently three vacancies on the Board.
- A Volunteer Fair with Council will be hosted at the Convention Center on ***, Volunteers from the Board are requested to be present to discuss why they serve on the Parks Board and answer questions. The goal is to get interest to fill our vacancies. The hours of the Fair are 7:00 p.m.-9:00 p.m. Betty? Barbara ? and Dorothy ? stated they would be able to attend the Fair to represent the Board.
- A suggestion was posted if we could post on social media – Trey replied yes

7E. Discuss and consider recommendations on items to be placed on next month's agenda.

- Momentary??? plaques
- Draft a policy for plaque placement: charge a fee to the family; what sizes are allowed
- Certified Habitat – create a stake holders and task force group
- Revenue generators for the Parks

8. ADJOURNMENT

Meeting Adjourned at 7:25

APPROVED: _____
Josh Gordon, Chairperson

DATE: _____

ATTEST: _____
Betty Rucker, Secretary

DATE: _____





STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 6A.

TITLE:

Review and discuss policies concerning memorial plaques.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

There has been an increasing number of requests to install memorial plaques in the City, including the parks. Currently, there is no City policy setting standards or guidelines for memorial plaques. The board will review policies from different cities that have memorial plaque ordinances and discuss forming a similar policy for the City of Bastrop.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 7A.

TITLE:

Discuss and consider action on creating a task force for the Certified Habitats programs.

STAFF REPRESENTATIVE:

Trey Job, Director Public Works & Leisure Services

BACKGROUND / HISTORY:

At the March 1, 2018 Parks Board meeting, Dorothy Skarnulis discussed the opportunities offered through the National Wildlife Federation's Certified Wildlife Habitat programs. If a task force is formed, it can lead the effort to get the community involved with these programs.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: Thursday, June 07, 2018

AGENDA ITEM: 7B.

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's agenda.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A