

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



AGENDA – March 4, 2021, 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.

PLEASE NOTE: ANYONE WISHING TO ADDRESS THE BOARD MUST PROVIDE COMMENTS WITH FULL NAME, ADDRESS, PHONE NUMBER TO CHANCOCK@CITYOFBASTROP.ORG BEFORE 3:00PM ON MARCH 4, 2021. SUBMITTED COMMENTS WILL BE READ ALOUD AT THE MEETING. COMMENTS FROM EACH INDIVIDUAL WILL BE LIMITED TO THREE (3) MINUTES WHEN READ ALOUD.

1. **CALL TO ORDER**
2. **STAFF AND BOARD BRIEFINGS**
 - 2A. Parks and Recreation 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 February 4, 2021 regular meeting.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Update and discuss the Wheeled Sports Plaza Phase I project.
5B. Update and discuss the Sidewalk Connectivity Project.

6. Updates

- 6A. Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.

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 Wednesday, February 24, 2021 at 2:30 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: March 4, 2021

AGENDA ITEM: 2A

TITLE:

Parks and Recreation Report

STAFF REPRESENTATIVE:

Thomas Martinez, Crew Leader Parks & Recreation

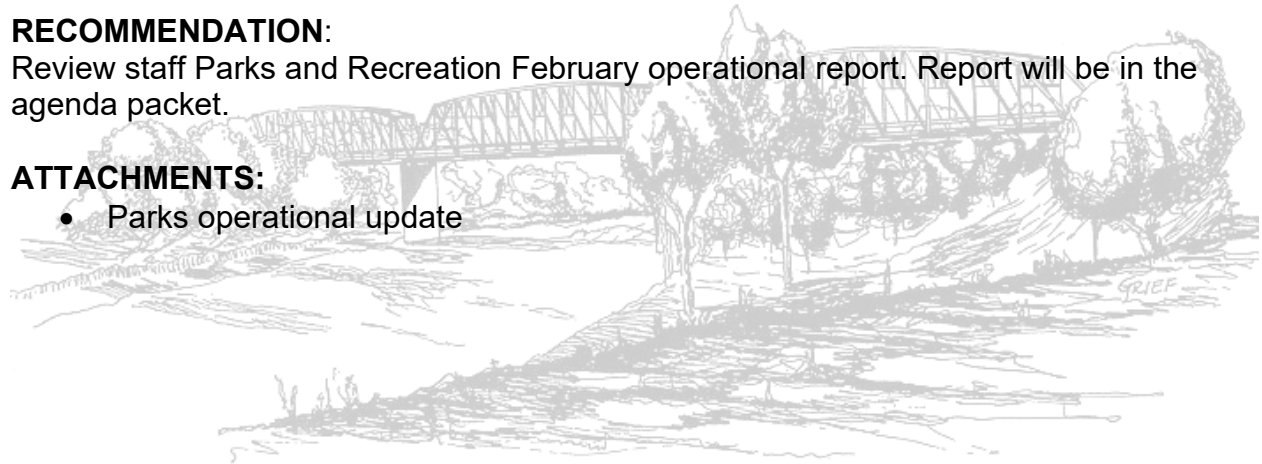
Curtis Hancock, Director of Public Works

RECOMMENDATION:

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

ATTACHMENTS:

- Parks operational update

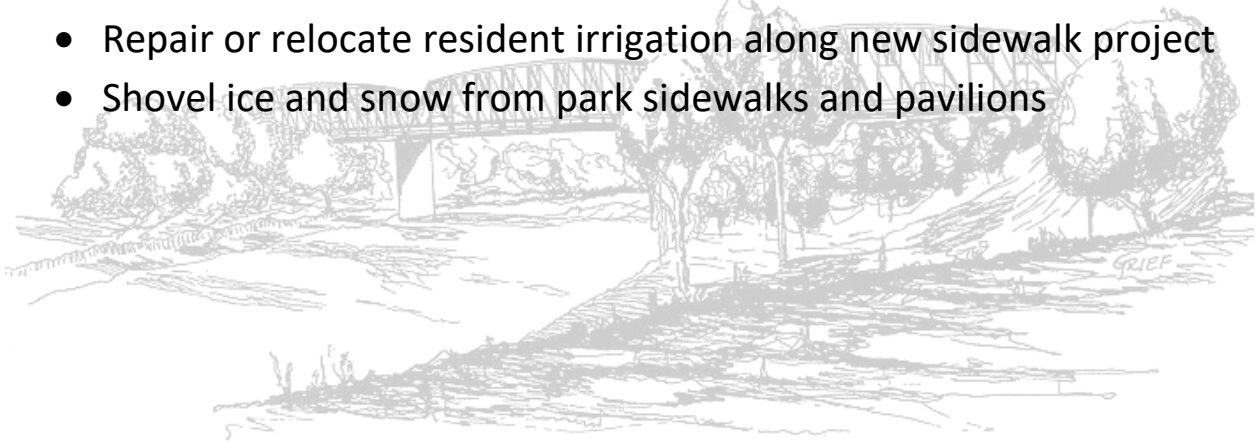




Operational Update

February 2021

- Provide new landscaping for Bastrop Power & Light office
- Pick trash in drainage pond at Bob Bryant
- Haul and spread dirt at Bob Bryant drainage way for erosion control
- Set out traffic control at Pac center for Covid shots
- Repair or relocate resident irrigation along new sidewalk project
- Shovel ice and snow from park sidewalks and pavilions











STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 2B

TITLE:

Bastrop State Park Report

STAFF REPRESENTATIVE:

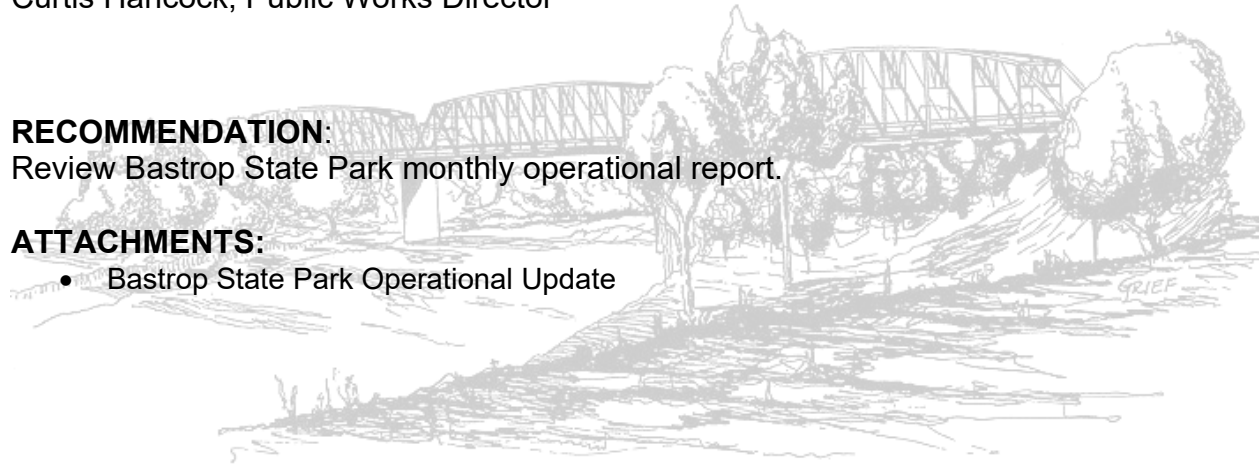
Jamie Creacy, Park Superintendent, Lost Pines State Park Complex
Curtis Hancock, Public Works Director

RECOMMENDATION:

Review Bastrop State Park monthly operational report.

ATTACHMENTS:

- Bastrop State Park Operational Update



Bastrop State Park Operational Update

City of Bastrop Parks & Public Tree Advisory Board Meeting March 4, 2021

- Closed for winter storm. Repairs to the park have been made and the park is open on 2/23.
- Dam construction continues
- Tree planting and native grass planting are complete for the winter
- Parks continue to sell out well in advance
- Gearing up for a busy spring break



STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 2C

TITLE:

Bastrop Recreation Report

STAFF REPRESENTATIVE:

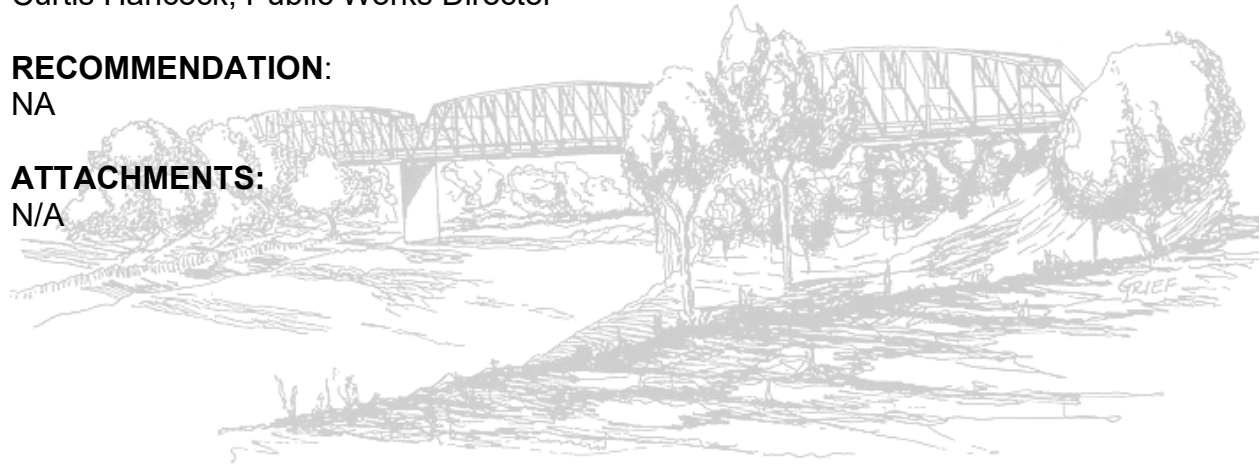
Terry Moore, Bastrop Recreation
Curtis Hancock, Public Works Director

RECOMMENDATION:

NA

ATTACHMENTS:

N/A





STAFF REPORT

MEETING DATE: March 4, 2021

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 MARCH 4, 2021

- UPCOMING BIG SITS every 4th Saturday of each month 8:30a-11am
 - February 27th – Fisherman’s Park
 - March 27th – Fisherman’s Park along with BIRD ART IN THE PARK activity for kids same day until 1pm
 - April 24th – Fisherman’s Park with focus on BIRD PHOTOGRAPHY (a specific invitation to bird photographers and iNaturalist lesson)
- CITY NATURE CHALLENGE 2021 – birds are the least reported
 - April 30 – May 3 (Taking pictures of wild plants and animals)
 - May 4 – May 9 (Identifying what was found)
 - Bird City Bastrop partnering with TPWD to host a bird photography hike each day during observation period (April 30, May 1, May 2, May 3)
 - Bird City Bastrop partnering with TPWD and Bastrop County Audubon to host virtual ID seminar during identification period
- EDUCATION CAMPAIGNS
 - Preventing Bird Strikes
 - Encouraging Dark Skies (as supported in our B3 code)
 - Cats Indoors

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STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 2E

TITLE:

Council Liaison Report

STAFF REPRESENTATIVE:

Dock Jackson, Council Liaison

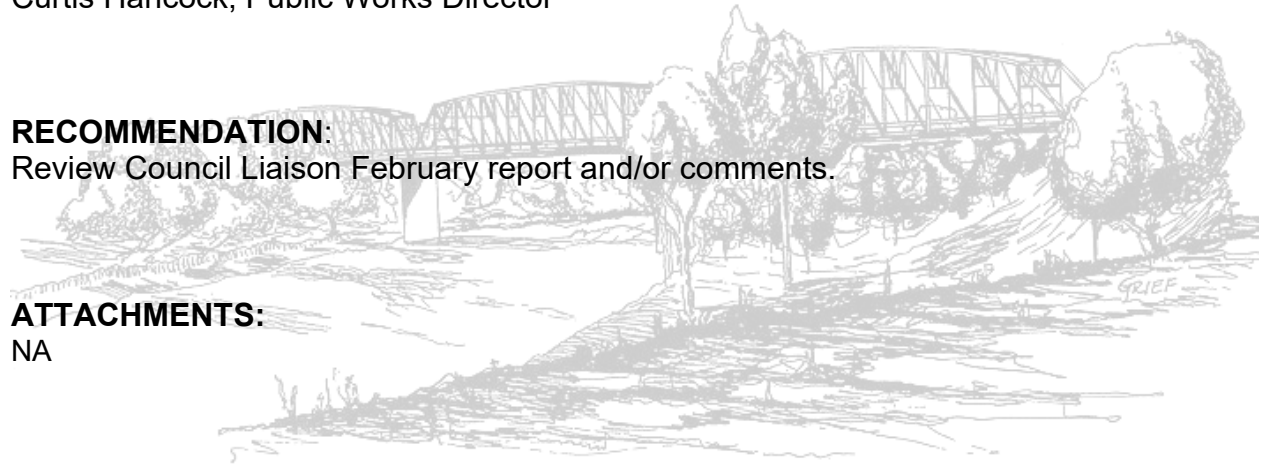
Curtis Hancock, Public Works Director

RECOMMENDATION:

Review Council Liaison February report and/or comments.

ATTACHMENTS:

NA





STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 4A

TITLE:

Consider action to approve Parks and Public Tree Advisory Board minutes from the February 4, 2021 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 February 4, 2021 Parks and Public Tree Advisory Board.

ATTACHMENTS:

February 4th DRAFT Parks and Public Tree Advisory Board meeting minutes

MINUTES OF CITY OF BASTROP PARKS AND PUBLIC TREE ADVISORY BOARD

February 4, 2021

The Bastrop Parks and Public Tree Advisory Board met in a Regular Meeting on Thursday, February 4th, 2021, at 6:00 p.m. at City Hall. Members present were Barbara Wolanski, Betty Rucker, Margaret Robinson, Jamie Creacy and Kerry Fossler. Chair Jimmy Crouch was absent. Liaison Councilman Dock Jackson joined virtually. Staff present were David Junek, Curtis Hancock and Terry Moore.

1. CALL TO ORDER

At 6:04 p.m. Vice Chairperson Barbara Wolanski called the meeting to order.

2. STAFF, BOARD, AND COMMITTEE MONTHLY OPERATIONAL REPORTS

2A. Parks and Recreation Report

Report was given by Parks Superintendent David Junek.

2B. Bastrop State Park Report

Report was given by Jamie Creacy.

2C. Recreation Report

Report was given by staff Terry Moore.

2D. Bird City Coalition Report

Report was given by Kerry Fossler.

3. CITIZEN COMMENTS

There were no written citizen comments at this meeting. Liaison Councilman Dock Jackson brought a verbal citizen comment from Ken Kesselus regarding the possibility of a pocket park or a tourism marker to commemorate where the Ferry used to stop (south end of Water St near Primera Baptist Church)

4. APPROVAL OF THE MINUTES

4A. Consider action to approve Parks and Public Tree Advisory Board minutes from the January 7, 2021 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 the Wheeled Sports Plaza Phase I project.

Public Works Director Curtis Hancock gave an update.

5B. Update and discuss the Sidewalk Connectivity Project.

Public Works Director Curtis Hancock gave an update. There appears to be enough in the budget to add sidewalks on Cedar St. between Wilson St. and Carter St. because it gets much foot traffic.

5C. Discuss the Bastrop County Master Gardeners moving their Community Gardens to Bob Bryant Park

Public Works Director Curtis Hancock gave an update.

6. ADJOURNMENT

Board Member Betty Rucker made the motion to adjourn the meeting at 6:45pm. Board Member Margaret Robinson seconded. The vote was unanimous.

APPROVED:

ATTEST:

Chair, Jimmy Crouch

Public Works Director, Curtis Hancock



STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 5A

TITLE:

Update and discuss the Wheeled Sports Plaza Phase I project.

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

At the October 13th City Council meeting, council members decided that City staff should look into finding the money necessary to fund the additional earthwork and alternatives for the Wheeled Sports Plaza Phase I project. The CFO was able to find the additional funds and a RFP for the earthwork was advertised.

On February 8, 2021, four bids were received and publicly read for the Earthwork Contract for the Wheeled Plaza Skate park, Phase I. Bids ranged from \$64,000 to \$204,000. An evaluation process was done by Dale Clarke with Burditt Consultants, LLC, with one critical aspect of the bid was the proposed schedule: to begin by the second week of March, 2021 and to be completed by the first week of April 2021. Burditt Consultants, LLC found that the low bidder had an incomplete packet and they could not comply with the work schedule.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

Parkland designated fund.

RECOMMENDATION:

Burditt Consultants, LLC and the City of Bastrop Public Works Director, Curtis Hancock recommended awarding a contract to Artisan concrete Services, Inc. for the Earthwork Contract for the Wheeled Plaza Skate park, Phase I, in the amount of one hundred six thousand, three hundred seventy four dollars and thirty cents (\$106,374.30); due to the low bidder failed to turn in all bid forms and was unable to meet timeline.

ATTACHMENTS:

NA



STAFF REPORT

MEETING DATE: March 4, 2021

AGENDA ITEM: 5B

TITLE:

Update and discuss the Sidewalk Connectivity Project.

STAFF REPRESENTATIVE:

Curtis Hancock, Public Works Director

BACKGROUND/HISTORY:

The Sidewalk Connectivity Project was approved at the December 8, 2020 City Council meeting. The contractor started the Farm Street section on December 14, 2020 and finished it on December 18, 2020. The Wilson Street section began on December 28, 2020 and was completed on January 3, 2021. The Linden and Pecan Street sections began on January 4, 2021 and were completed January 15, 2021. The Laurel Street section began on January 26, 2021 and was completed on January 29, 2021. The Main street section from Laurel to Farm is expected to be completed by February 26, 2021.

POLICY EXPLANATION:

The Parks and Public Tree Advisory Board serves in an advisory role to the City Council and may make recommendations for actions to be considered as related to the parks.

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A