

AGENDA

ANNA PARKS ADVISORY BOARD MEETING



Monday, January 29, 2024 @ 6:00 PM

**Anna Municipal Complex
120 W. 7th Street
Anna, TX 75409**

1. **Call to Order, Roll Call, and Establishment of Quorum.**
2. **Invocation and Pledge of Allegiance.**
3. **Neighbor Comments.**
At this time, any person may address the City Council regarding an item on this meeting Agenda that is not scheduled for public hearing. Also, at this time, any person may address the City Council regarding an item that is not on this meeting Agenda. Each person will be allowed up to three (3) minutes to speak. No discussion or action may be taken at this meeting on items not listed on this Agenda, other than to make statements of specific information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.
4. **Receive a Report**
 - a. Receive a report on parks maintenance and recreation programs and events. (see attached memo) (5 minutes)
5. **Project Update.**
 - a. Receive a report on Park CIP Project Update. (see attached memo) (5 minutes)
6. **Items For Individual Consideration.**
 - a. Discuss future Parks CIP project options at Sherley Heritage Park to include in recommendations to the City Council for the 2024-2025 Capital Improvement Plan budget based upon the adopted master plan for the park. (Park Planning & Development Manager Dalan Walker) (10 minutes)
 - b. Discuss, Consider, Action on a park naming recommendation. (10 minutes)
 - c. Discuss, Consider, Action on Parks Advisory Board meeting minutes on December 11, 2023. (5 minutes)
 - d. Discuss, Consider, Action on February meeting date. (5 minutes)
 - e. Discuss, Consider, Action on future agenda items.

No future agenda items.
7. **Adjourn**

This is to certify that I, Marc Marchand, Director of Neighborhood Services, posted this Agenda on the City's website (www.annatexas.gov) and on the City Hall bulletin board at or before 5:00 p.m. on January 26, 2024.

A handwritten signature in blue ink, appearing to read "M. Marchand", written over a horizontal line.

Marc Marchand, Director of Neighborhood Services



Memorandum

Memorandum No: 24-29-01

Date: January 29, 2024

To: Park Advisory Board

From: Jeff Freeth, Assistant Director of Neighborhood Services

Re: Parks Maintenance and Recreation Programs and Events Update

The Parks Division completed the following:

- Cleaned and cut brush along the disc golf course creek.
- Spot sprayed all landscape beds at city hall and all park entrance signs.
- Conducted maintenance and inspections of all zero turn mowers which included oil, fuel filter, air filter changes, and greasing of all bearings.
- Trimmed trees at the Natural Springs Park back pond and maintenance entrance.
- Repaired drainage issues at the Natural Springs Park Prairie Garden.
- Replaced toilets at Baldwin Park and cleaned and painted all walls and floors at Slayter Creek Park restrooms.
- Replaced light bulbs in all park restroom facilities.
- Repaired multiple irrigation leaks at Slayter Creek Park, Baldwin Park, Johnson Park & City Hall.
- Inspected 5 sets of restrooms each morning and restocked them on Mondays and Fridays. All restrooms' floors were power washed.
- Cleaned and inspected 5.5 miles of walking trails each week.

The Recreation Division completed the following:

- Hosted the following Senior Programs:
 - Trips to Eisenhower Birthplace Historic Site on Thursday, December 14,
 - A John Denver Christmas on Saturday, December 16 and Kimbell Art Museum on Thursday, January 11.
 - Christmas Lights Tour on Friday, December 15.
 - Crafting Corner – “Easy as Pie” Pie Plate Etching on Wednesday, December 20.
 - Book club at the Municipal Complex on January 3.
 - Foodie Troop on January 16.

- Hosted the following Youth Programs:
 - Fri-Yay “Glitter Jar Fun” drop-in craft on Friday, January 19th in the Municipal Complex lobby.
 - Tinkergarten (contract class) on Friday, January 26.
 - Pop-up Rec: Meet our Local Heroes – Anna Fire Rescue on Saturday, January 27.
- Hosted the following Adult Programs
 - NFL Playoff Bracket Competition.
- Special Events:
 - 12 Days of Anna
 - Tree Lighting and Fireworks
 - Senior Christmas Lunch
 - Pet Pics with the Grinch
 - DIY S’mores To-go
 - Graham Cracker/Gingerbread House
 - Santa’s Village and facilitation of parade
 - Free Ice Skating
 - Elf on a Shelf Competition
 - Christmas Tree Competition
 - Christmas Light Competition
 -

The Recreation and Communications division are currently working on finalizing the Spring recreation guide. The guides should be completed and ready for pickup in the next two weeks.

The Recreation division is currently planning city hosted, and partnered, 2024 special events.

c: Matt Lewis, Parks Superintendent
 Marc Marchand, Director of Neighborhood Services
 Greg Peters, Assistant City Manager
 Taylor Lough, Assistant City Manager
 Ryan Henderson, City Manager
 Management Team



Memorandum

Memorandum No: 24-1-29CIP

Date: January 29, 2024
To: Parks Advisory Board
From: Dalan Walker, Park Planning and Development Manager
Re: Park CIP Project Update

Updates for active Park CIP projects in January are below.

Skatepark at Slayter Creek Park

- The skatepark itself has been completed; SPA Skateparks is finishing grading around the perimeter but has been delayed due to weather.
- NEMA 3 has begun trenching and laying conduit for lighting but is waiting for SPA to finish dirt work; lights and equipment will arrive January 29th.
- Tegrity is waiting for SPA and NEMA 3 to progress so they can begin landscaping; synthetic grass will be installed first since areas have been prepared.

Anna Park Projects (Slayter Pickle Ball/Basketball Courts, Slayter Parking Expansion, Yank Improvements, Natural Springs Park Parking Lot)

- Weather continues to be an issue; landscaping at Slayter is the bulk of the remaining work.
- All sports courts have been temporarily striped; nets have been installed.
- Permanent surfacing on courts will be installed once the temperature rises; probably late-April.
- Signs will be installed informing the public that the surfacing will be installed during warmer weather.
- Still waiting for drinking fountains to arrive; Yank and Slayter have fountains.
- A few small pockets of parking lot striping remain at Slayter.

Pecan Grove Trail

- 90% plans should be completed by the first week of February.
- The project will bid the end of March to early April depending on necessary plan review time.

Slayter Restroom

- The project did not receive enough bids during the first bid; the project has been rebid and is currently advertising.

- Pre-bid conference on January 26th; bids close February 16th.

Fitness Court Shade Structure

- Piers have been installed.
- Steel and fabric will arrive and be installed during week of February 12th.

Dog Park

- A survey is in process for the area near the entrance to the dog park to evaluate options to improve access without hampering drainage.

Johnson Park Fence and Gate

- Precision Fencing will replace the chain link fences of two neighbors with black wrought iron fence similar to what is around the playground to improve the appearance of the park; only portion of fence to be replaced is immediately adjacent to the park.
- A gate will be added near the second bench at the playground to facilitate easier access into the play area.

Slayter Creek Park Irrigation

- A Request for Proposal is in development for the diagnosis and repair of the irrigation system at Slayter Creek Park.

Anna Crossing Park

- A Professional Services Project Order was approved by Council on January 23rd for the development of a master plan and subsequent construction documents for the 28-acre Anna Crossing Park.

Bryant Park

- A proposal for the development of a master plan has been received from Dunkin Sims Stoffels and will be included on the agenda for the first Council meeting in February.

Playground at Natural Springs Park

- A request for proposal was issued, and the project is currently advertising.
- A pre-bid conference was held on January 23rd with five vendors attending.
- The bid closes on February 20th; the Parks Advisory Board will be asked to narrow the submitted designs before they are posted online to be voted on by neighbors.
- A vendor should be selected by mid-March.

c: Jeff Freeth, Assistant Director of Neighborhood Services
 Matt Lewis, Parks Superintendent
 Marc Marchand, Director of Neighborhood Services
 Greg Peters, Interim Assistant City Manager
 Taylor Lough, Assistant City Manager
 Ryan Henderson, Interim City Manager
 Management Team

SHERLEY HERITAGE PARK

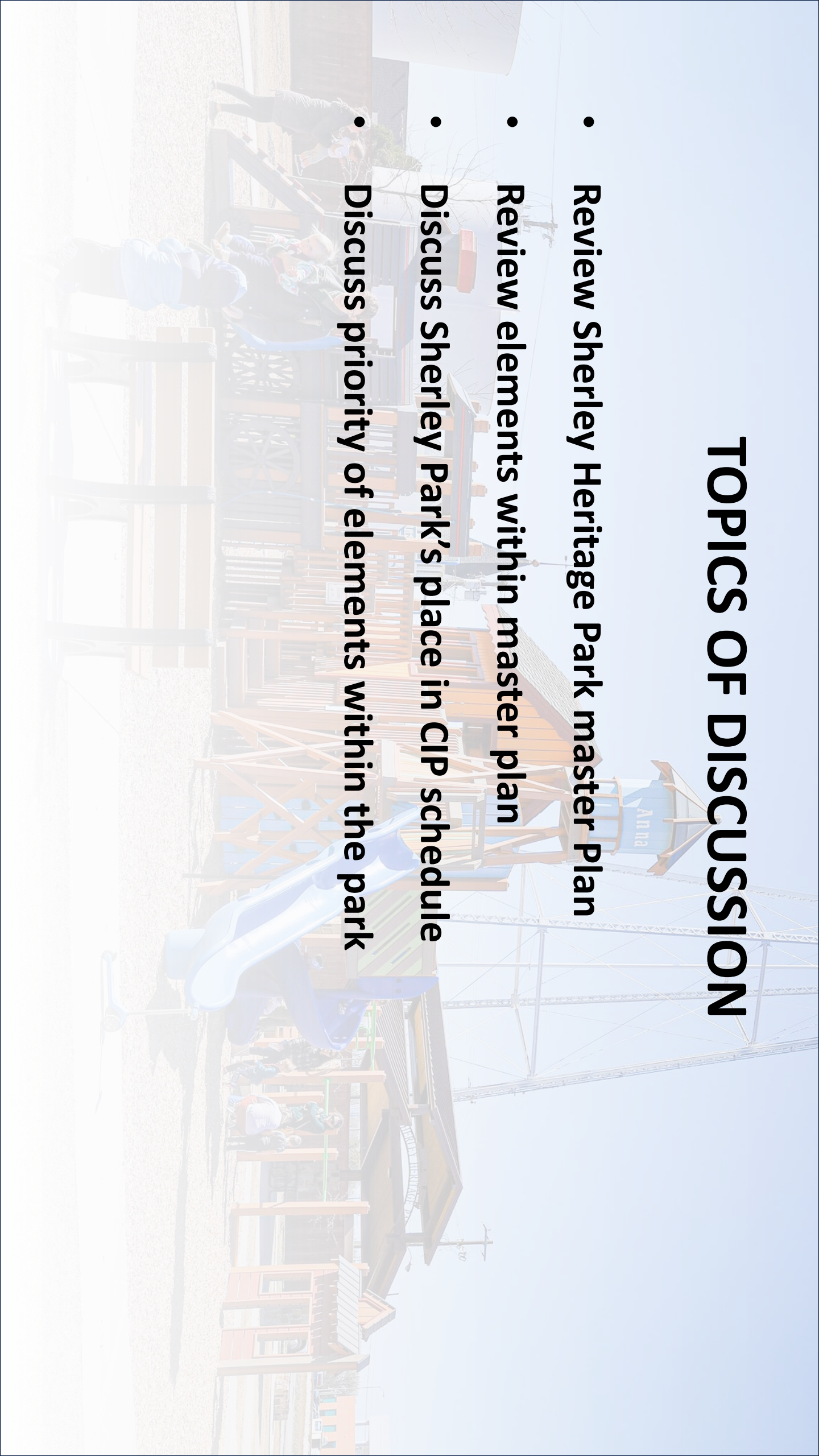
MASTER PLAN REVIEW & PRIORITY DISCUSSION

Parks Advisory Board
January 29, 2024

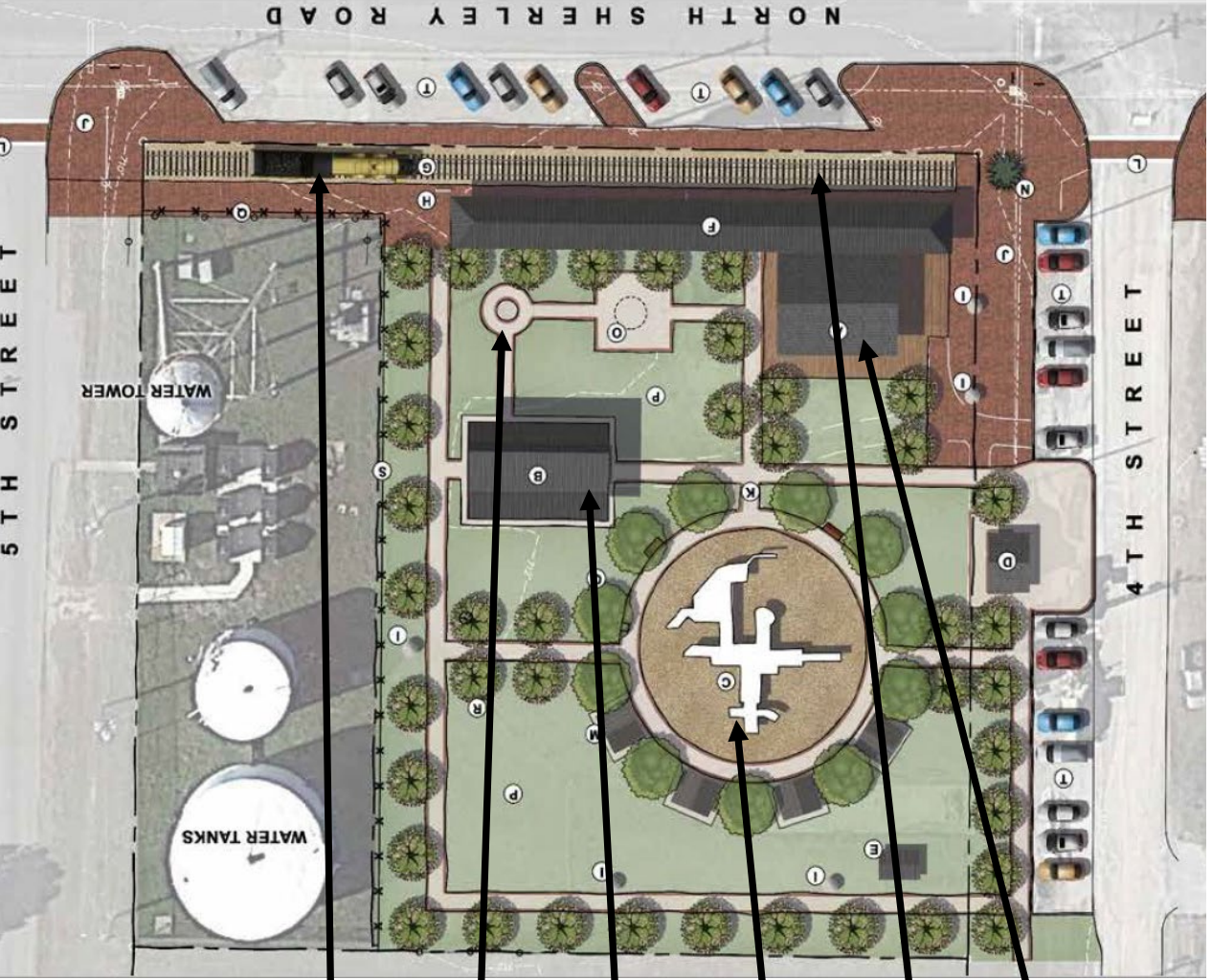


TOPICS OF DISCUSSION

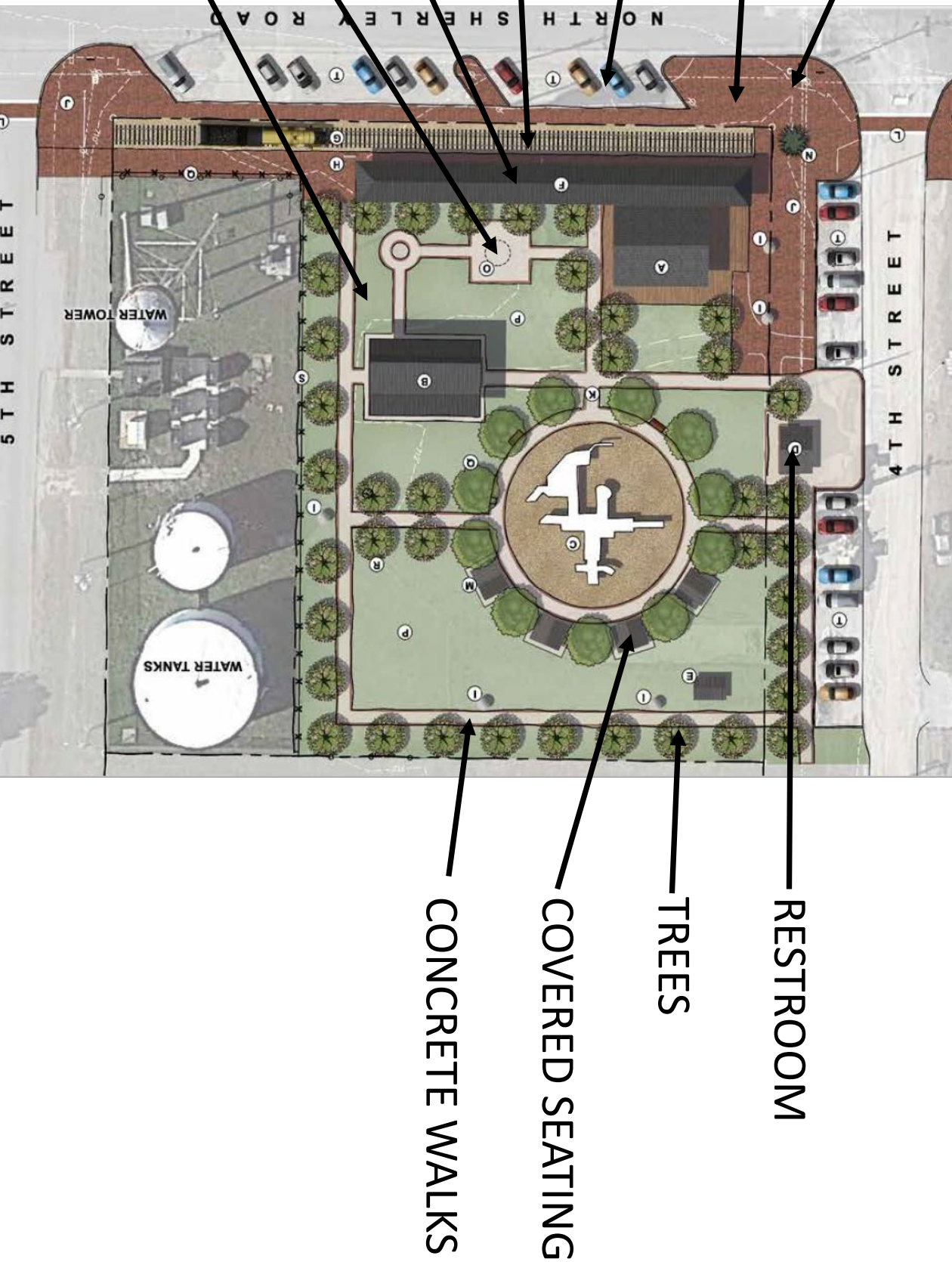
- Review Sherley Heritage Park master Plan
- Review elements within master plan
- Discuss Sherley Park's place in CIP schedule
- Discuss priority of elements within the park



PARK MASTER PLAN ELEMENTS THAT EXIST



PROPOSED MASTER PLAN ELEMENTS



PARK CIP PRIORITIES

ESTIMATED COST OF IMPROVEMENTS (2020): \$2.1 MILLION

**IS THIS PARK A PRIORITY?
WHAT ELEMENTS ARE MOST IMPORTANT?**



SHERLEY HERITAGE PARK

MASTER PLAN REVIEW & PRIORITY DISCUSSION

Parks Advisory Board
January 29, 2024





**MINUTES
ANNA PARKS ADVISORY BOARD MEETING
Monday, December 11, 2023 @ 6:00 PM**

**Municipal Complex, Council Chambers
120 W. 7th Street, Anna, TX 75409**

The Parks Advisory Board of the City of Anna met at 6:05 PM, on December 11th, 2023, at the Anna Municipal Complex, Council Chambers, located at 120 W. 7th Street, to consider the following items:

1. Call to Order, Roll Call and Establishment of Quorum

Parks Advisory Board Member Susan Jones called the meeting to order at 6:05pm. Quorum was established. Following Parks advisory board members were in attendance Susan Jones, Chad Fisher, Jeff Recce, and Andy Michirina. Mackenzie Jenks, Eirik Hansen and Justin Inesta were not in attendance.

Staff present included Assistant Director of Neighborhood Services Jeff Freeth, Park Planning and Development manager Dalan Walker, Assistant City Manager Greg Peters and City Council Member Stan Carver and Pete Cain.

2. Invocation and Pledge of Allegiance.

Parks Advisory Board Member Chad Fisher led the Pledge of Allegiance and Invocation.

3. Neighbor Comments – No neighbor comment

4. Receive a Report

Received a memo with the update on parks maintenance and recreation programs and events.

5. Project Update

Receive a memo with the park CIP project updates. Development manager Dalan gave a detailed presentation (presentation slides attached).

6. Items for Individual Consideration

- a. Discuss, Consider, Action on potential parkland dedication.

MOTION:

Parks Advisory Board Member Chad Fisher made a motion to recommend to council to accept the proposed dedicated parkland from the developer for the purpose of developing the trail system. Seconded by Jeff Recce. Motion Carried.

- b. Discuss, Consider, Action on a park naming recommendation.

MOTION: Park Advisory Board Member Chad Fisher made a motion to table the naming of the park to the January 2024 meeting. Seconded by Jeff Recce. Motion carried.

- c. Discuss, Consider, Action on Parks Advisory Board meeting minutes on November 13, 2023



MOTION: Park Advisory Board Member Susan Jones made a motion to approve the minutes. Seconded by Chad Fisher. Motion carried.

- d. Discuss process and policy pertaining to future agenda items.

Assistant City Manager Greg Peters shared; the city is working on implementing the same policy that is in place for the city council for all the boards. Two step relevancy approach.

Added to the Agenda – 3 or more members contact the parks advisory board staff liaison and request an item to be added to the agenda.

Added to the Future Agenda items - One member contacts the staff to discuss adding an item, that item can be added to be discussed as a potential future agenda item.

“Added to the Agenda” and “Added to the Future Agenda Items” must be communicated by the Wednesday before the meeting.

7. Adjourn.

Parks Advisory Board Secretary Susan Jones adjourned the meeting at 7:12pm.

Marc Marchand, Director of Neighborhood Services

ATTEST: _____

PARK CAPITAL IMPROVEMENT PROGRAM
YEAR IN REVIEW
2023

Disc Golf Course Renovation Slayter Creek Park

- Construction was completed in January 2023.



Johnson Park Ballfield Lights

- Wet weather in Dec 2022 and Jan 2023 made installation difficult.
- Contractor place mats on fields to drill footings and raise lights.
- Lights operational first week of February 2023.



Slayter Practice Field Lights

- Musco contract executed, submittals approved, and equipment ordered in April.
- Lights delivered in July and installation completed in August.



Fitness Court and Shade Structure

- Equipment was received and stored at end of 2022.
- Original concrete contractor was fired; did not start work.
- New contractor poured slab within two days of signing contract in January.
- Slab had to cure to reduce moisture content before surfacing could begin.
- Separate contractor installed equipment and surfacing in March.



Splash Pad at Slayter Creek Park

- Demolition began in late January; grading in February.
- Utilities and underground piping March – April.
- Flatwork, features and shade structures in May.
- During const., electrical plans & sanitary sewer in progress.
- Landscaping/irrigation bids opened November 27th
- Skatepark lights will arrive onsite January 29th



MARCH



APRIL



EARLY MAY



LATE MAY

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- Grand opening July 1st.



JUNE



JUNE

Library

- Began the year in design after much public input and research in 2022.
- Hired 720 Architects to design building from the inside out.
- Then hired BRW to develop construction documents.
- Plaza was incorporated into the project; Teague Nall Perkins hired as landscape architect.
- Design completed in October.
- Contractor selected this month; library and plaza are within budget.
- Construction to begin Feb 2024.



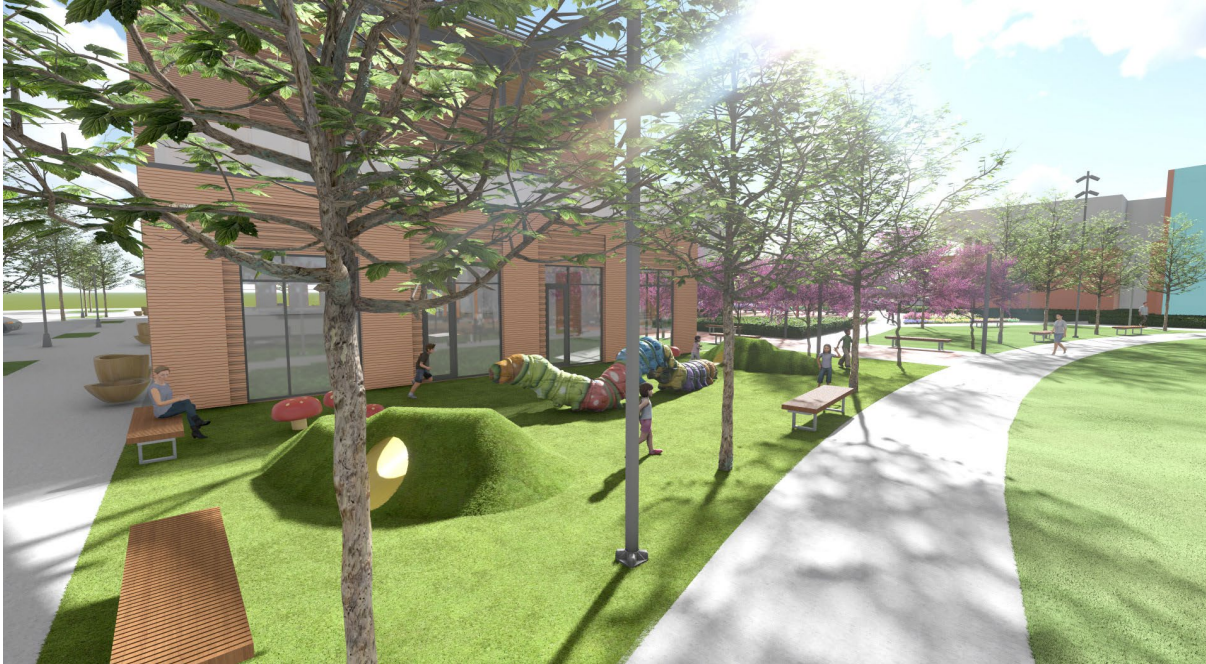
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Slayter Creek Park Parking & Sports Courts

- Notice to Proceed issued June 21st.
- Demo and grading in July.
- Started parking lot first for football game parking.
- Utilities and irrigation August – September.
- Tree installation in islands began late October.
- Wrapping up parking lot landscaping now.
- Sports court surfacing delayed due to low temperatures.



AUGUST – Pickle Ball



JULY



SEPTEMBER

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OCTOBER



NOVEMBER – PT Slab, Pickle Ball



DECEMBER – Sports Courts



DECEMBER – Parking Lot

Yank Park

- Notice to Proceed issued June 21st.
- Demo and grading in July.
- Excavation and forming in August/September.
- Majority of concrete poured in October.
- Lighting installed in November.
- Site furnishings installed in December.
- Finish out and clean up occurring now.



OCTOBER



OCTOBER



NOVEMBER



DECEMBER

Natural Springs Parking Lot

- Notice to Proceed issued June 21st.
- Demo and grading in July.
- Excavation and forming in August/September.
- Concrete poured in October.
- Lighting, landscaping and irrigation installed in November.
- Landscaping and irrigation finish out in December.
- Parking lot is open.



OCTOBER



NOVEMBER



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Skatepark at Slayter Creek

- Year began in design
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SEPTEMBER



OCTOBER



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Restroom at Slayter Creek Park

- Project designed inhouse.
- Bids closed November 27th.
- One bid received; well over budget.
- Staff recommends rejecting bids and will rebid.

RESTROOM & CONCRETE SLAYTER CREEK PARK

425 W Rosamond Parkway
Anna, Texas 75409

THE CITY OF
Anna

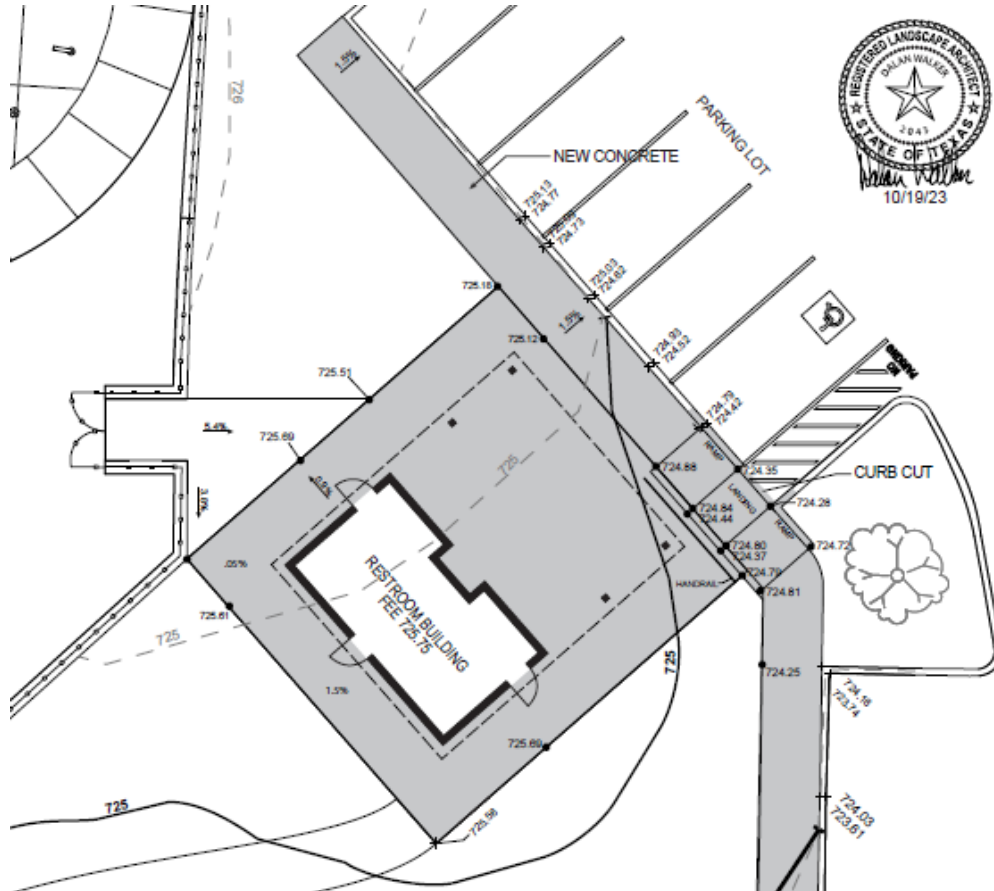
2023 ANNA CITY COUNCIL
MAYOR NATE PIKE
MAYOR PRO TEM LEE MILLER
RANDY ATCHLEY, DEPUTY MAYOR PRO TEM
KEVIN TOTEN, PLACE 1
PETE CAIN, PLACE 2
STAN CARVER II, PLACE 3
ELDEN BAKER, PLACE 5

CITY MANAGER: RYAN HENDERSON
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ST 1.04	BUILDING ELEVATION - LEFT
ST 1.05	BUILDING ELEVATION - RIGHT
ST 1.06	BUILDING ELECTRICAL
ST 1.07	BUILDING PLUMBING AND FOUNDATION

ADDENDUM 1: ADDED SHEET UT 1.01 SITE ELECTRICAL PLAN



LEGEND (ELEVATION - REAR)			
ITEM	SYMBOL	DESCRIPTION	QTY
1	[Stone pattern]	STONE - BUILDING	336sqft
2	[Siding pattern]	SIDING	336sqft
3	[Gable vent symbol]	GABLE VENT	4
4	[Fan symbol]	FAN	2
5	[3" VTR symbol]	3" VTR	4
6	[12' Ridge vent symbol]	12' RIDGE VENT	28ft



Pecan Grove Trail

- PSPO with Jacobs approved March 28th.
- Alignment and preliminary costs developed.
- Added bridge crossing to scope.
- Geotechnical investigation just concluded.
- Final plans by February, bid March 2024.



Arden Park Trail Connection to Natural Springs Park

- Worked with developer to connect trail to NSP.
- Trail continues east to other side of Arden Park.
- Detention pond overflows into park; no other feasible options for developer.



Anna Crossing Park

- Consultant selected.
- Completing design contract scope and refining target construction budget now.
- Design contract will be executed in Jan 2024.



Woods at Lindsay Place Park

- Developer-funded design and construction through parkland dedication and park development fee.
- Worked with developer through the design process.
- Park includes multiple playgrounds, parking lots and a dog park.
- Also includes trails through wooded areas.



Natural Springs Park Playground

- Scope being finalized.
- Will have tree house theme.
- Some kind of design competition.
- May include community build element in some form.
- Request for proposal will be issued in January 2024.



NOT ACTUAL PLAYGROUND EQUIPMENT

Upcoming Projects

- Irrigation at dog park.
- Master plan and construction documents for Bryant Park.
- Irrigation renovation at Slayter Creek Park.
- Park at Foster Crossing – developer designed and built.

\$10.6 million in construction projects completed this year.

October 2022



Mon Oct 10 2022

Imagery © 2023 Nearmap, HERE

50 ft

nearmap

January 2023



Thu Jan 12 2023

Imagery © 2023 Nearmap, HERE

50 ft



May 2023



Sat May 6 2023

Imagery © 2023 Nearmap, HERE

50 ft



September 2023



Sun Sep 17 2023

Imagery © 2023 Nearmap, HERE

50 ft

nearmap

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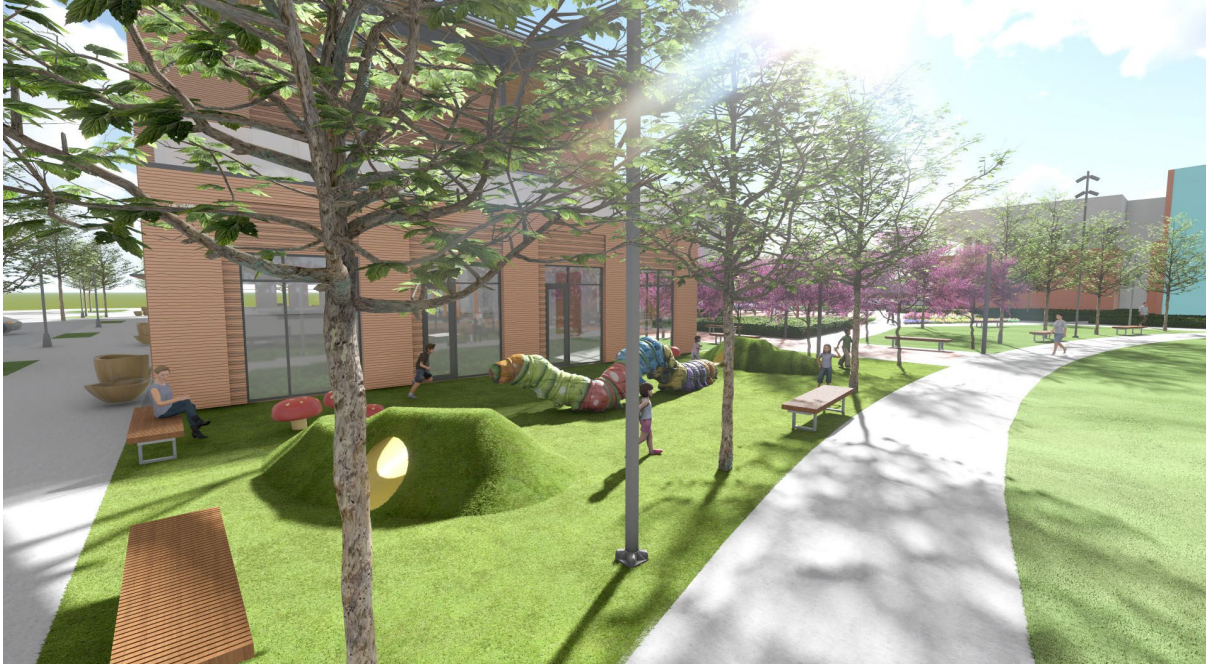
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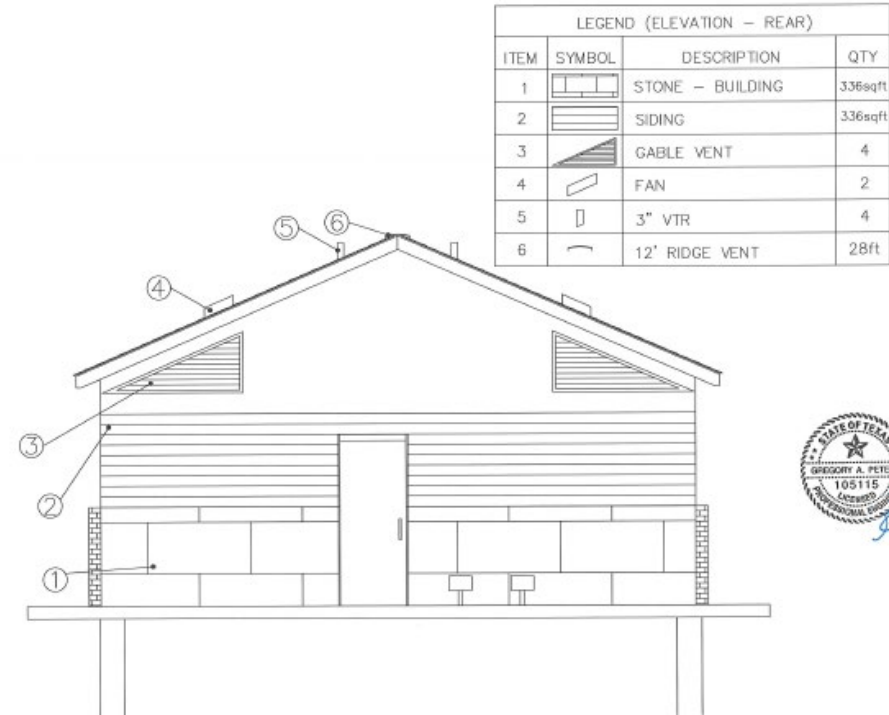
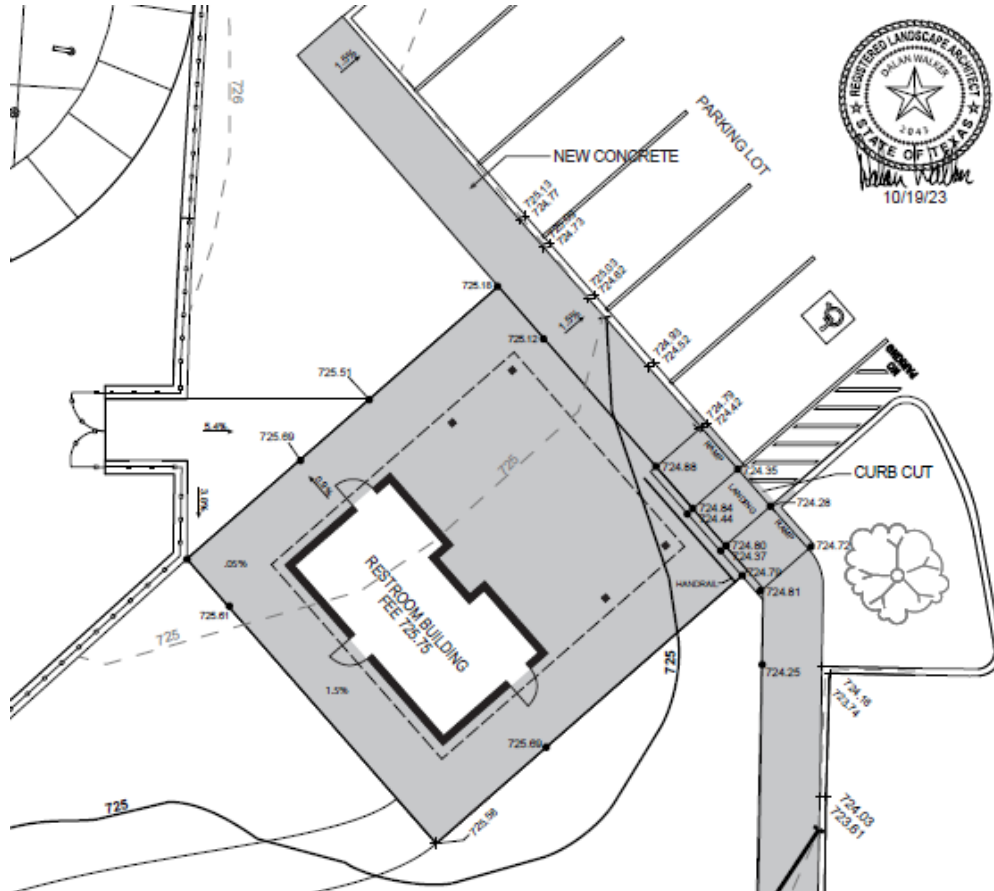
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ST 1.03	BUILDING FRAMING
ST 1.04	BUILDING ELEVATION - LEFT
ST 1.05	BUILDING ELEVATION - RIGHT
ST 1.06	BUILDING ELECTRICAL
ST 1.07	BUILDING PLUMBING AND FOUNDATION

 ADDENDUM 1: ADDED SHEET UT 1.01 SITE ELECTRICAL PLAN



Pecan Grove Trail

- PSPO with Jacobs approved March 28th.
- Alignment and preliminary costs developed.
- Added bridge crossing to scope.
- Geotechnical investigation just concluded.
- Final plans by February, bid March 2024.



Arden Park Trail Connection to Natural Springs Park

- Worked with developer to connect trail to NSP.
- Trail continues east to other side of Arden Park.
- Detention pond overflows into park; no other feasible options for developer.



Anna Crossing Park

- Consultant selected.
- Completing design contract scope and refining target construction budget now.
- Design contract will be executed in Jan 2024.



Woods at Lindsay Place Park

- Developer-funded design and construction through parkland dedication and park development fee.
- Worked with developer through the design process.
- Park includes multiple playgrounds, parking lots and a dog park.
- Also includes trails through wooded areas.



Natural Springs Park Playground

- Scope being finalized.
- Will have tree house theme.
- Some kind of design competition.
- May include community build element in some form.
- Request for proposal will be issued in January 2024.



NOT ACTUAL PLAYGROUND EQUIPMENT

Upcoming Projects

- Irrigation at dog park.
- Master plan and construction documents for Bryant Park.
- Irrigation renovation at Slayter Creek Park.
- Park at Foster Crossing – developer designed and built.

\$10.6 million in construction projects completed this year.

October 2022



Mon Oct 10 2022

Imagery © 2023 Nearmap, HERE

50 ft

nearmap

January 2023



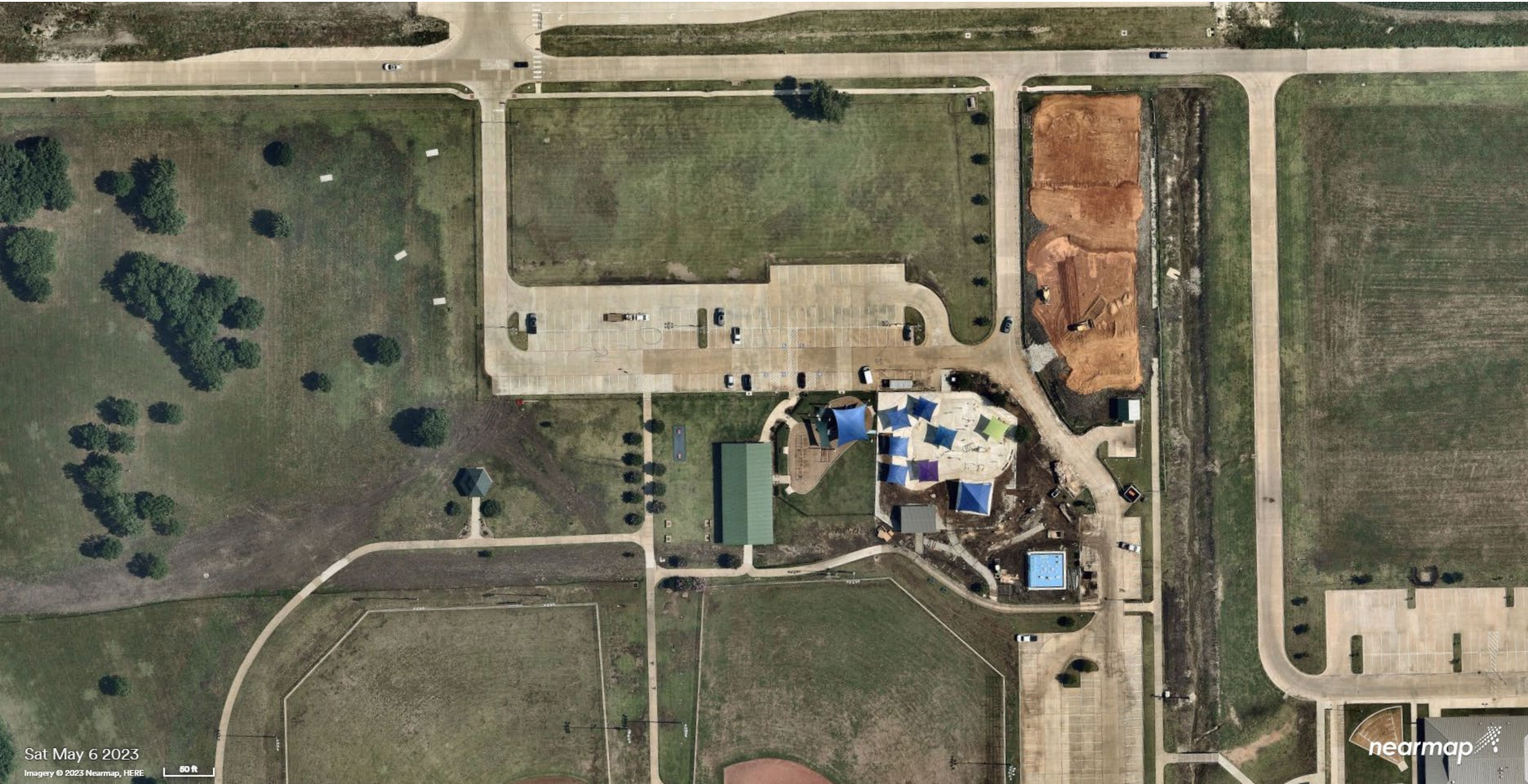
Thu Jan 12 2023

Imagery © 2023 Nearmap, HERE

50 ft



May 2023



Sat May 6 2023

Imagery © 2023 Nearmap, HERE

50 ft



September 2023



Sun Sep 17 2023

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50 ft

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PARK CAPITAL IMPROVEMENT PROGRAM
YEAR IN REVIEW
2023