

AGENDA

ANNA PARKS ADVISORY BOARD MEETING



Thursday, March 28, 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. Park CIP project update from Park Planning and Development Manager. (see attached memo) (5 minutes)
6. **Items For Individual Consideration.**
 - a. Discuss, Consider, Action on recommendation based on the results of a Public Survey for the selection of a playground design at Natural Springs Park. (5 minutes)
 - b. Discuss, Consider, Action on the recommendation of a master plan for Natural Springs Park. (10 minutes)
 - c. Discuss, Consider, Action on Parks Advisory Board meeting minutes on February 29, 2024. (5 minutes)
7. **Items for Future Consideration.**
 - a. No future agenda items.
8. **Adjourn.**

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

Marc Marchand, Director of Neighborhood Services

This is to certify that I, Marc Marchand, Director of Neighborhood Services, posted this Agenda on the City's website (www.annatexas.gov) and at the Anna Municipal Complex bulletin board at or before 5:00 p.m. on 03/25/2024.

Persons with a disability who want to attend this meeting who may need assistance should contact the Neighborhood Services Department at 214-831-5333 two working days prior to the meeting so that appropriate arrangements can be made.



Memorandum

Memorandum No: 24-28-03

Date: March 28, 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:

- Spot sprayed all landscape beds at city hall and all park entrance signs.
- Prepped all ballfields for baseball/softball practices and games daily.
- Repaired multiple irrigation leaks at Slayter Creek Park, Baldwin Park, Johnson Park & City Hall.
- Coordinated with a contractor for renovations of ballfield #3 at Slayter Creek Park. Once finished, the field will replicate the infield dimensions of ballfields #1 and #2. As a result, ballfield #3 will better suit the growth of our current youth baseball, t-ball, and softball leagues.
- The park's crew mowed 30 acres. Additionally, all sidewalks were edged and cleaned.
- Inspected 5 sets of restrooms each morning and restocked on Mondays and Fridays.
- Cleaned and inspected 5.5 miles of walking trails each week.
- A member of the Parks Maintenance division received Certified Pool Operator certification. This required several hours of classroom training and passing of a test.

The Recreation Division completed the following:

- Hosted the following Senior Programs:
 - Book club at the Municipal Complex on March 6.
 - Trip to the Dinosaur Company on March 14 and Annie the Musical on March 16.
 - Foodie Troop on March 19.
 - Alcohol Ink Coasters Crafting Corner on March 27.
- Hosted the following Youth Programs:
 - The Fri-Yay pinwheel drop-in craft on March 8 in the Municipal Complex lobby.
 - Youth baseball, softball and t-ball season opening games the week of March 18.
 - Teen Easter Glow Party and Egg Hunt on March 28.
- Hosted the following Adult Programs:

- Nature walk on March 9.
 - Doggie Easter Egg Hunt on March 26.
 - Hosted the Easter Eggstravaganza on March 23 at Slayter Creek Park featuring a traditional egg hunt, inaugural adaptive egg hunt, petting zoo, inflatables, bubble bus, crafts, and food trucks. There were over 2,500 people in attendance.
 - Hosted the interdepartmental logistics meeting on March 20th to discuss upcoming events.
 - The recreation and public affairs division worked together to finalize the summer recreation guide. It will be available and promoted in early to mid-April.
- 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: 28-3-29CIP

Date: March 28, 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 February are below.

Splash Pad

- TAS inspection was completed and report has been received.

Skatepark at Slayter Creek Park

- TAS inspection is pending.

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

- The surfacing on the sports courts at Slayter has been completed, and the courts are open.
- A “pre walk through” was performed without the contractor on March 11th.
- A final walk through was performed on March 22nd with the contractor.
- Many punch list items have been addressed.
- The contractor is still working on the punch list; waiting for some items to arrive.
- Drinking fountains were removed because they were the wrong model and are not TAS/ADA compliant.
- TAS inspection has been performed and report has been received.
- The windscreen has been installed on the sports courts at Slayter.
- All three parks will receive additional sod in disturbed areas.
- The water meter was installed at Yank Park.
- Temporary rules signs will be installed as soon as pickleball paddle stacking racks arrive.

Pecan Grove Trail

- The consultant is working to complete 100% plans.
- The project will bid in April.

Slayter Restroom

- The contractor has been working quickly since construction began.
- All concrete has been poured and utility stub-outs installed.
- Building is going vertical.

Fitness Court Shade Structure

- Construction paused pending results of investigation into design/manufacturing defect.

Dog Park

- A survey of the dog park entry area has been completed and is being evaluated by staff.

Johnson Park Fence and Gate

- This project has been completed.

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 concept plan was reviewed by staff; the consultant is revising the concept based on staff's comments.

Bryant Park

- Several concept plans were revised by staff; the consultant is revising the concepts based on staff's comments.

Playground at Natural Springs Park

- The results of the online survey will be presented to the Parks Advisory Board on March 28th.
- Staff will work with the selected vendor to develop a contract for presentation to Council at the second meeting in April.

c: Jeff Freeth, Assistant Director of Neighborhood Services
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

An aerial photograph of a park featuring a large, irregularly shaped pond in the center. The pond is surrounded by dense green trees and vegetation. In the upper left corner, there is a paved area with some structures, possibly a parking lot or a building. The overall scene is a natural, wooded area with a central water feature.

NATURAL SPRINGS PARK

Master Plan Discussion

Parks Advisory Board

March 28, 2024

NATURAL SPRINGS PARK

Master Plan Discussion

Master Plan Details

- Estimate of \$75k for park of this size (23.13 acres)
- 6 to 9 months timeframe depending on level of public input.
- Master services agreement currently in place for landscape architecture firms.

Budgeted Projects

- Playground
- Dog Park Access Improvement
- Dog Park Irrigation









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NATURAL SPRINGS PARK

Master Plan Discussion

Parks Advisory Board

March 28, 2024



Meeting MINUTES
ANNA PARKS ADVISORY BOARD MEETING
Thursday, February 29, 2024 @ 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 6:04 PM, on February 29th, 2024, 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 Mackenzie Jenks called the meeting to order at 6:04pm. Quorum was established. The following Parks advisory board members were in attendance: Mackenzie Jenks, Susan Jones, Jeff Recce, Chad Fisher, and Andy Michrina. Eirik Hansen and Alastair Hunte were not in attendance.

Staff present included Director of Neighborhood Services Marc Marchand, Park Planning and Development manager Dalan Walker, Assistant City Manager Greg Peters and City Council Member Elden Baker, and Pete Cain.

2. Invocation and Pledge of Allegiance.

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

3. Neighbor Comments – No neighbor comments.

4. Receive a Report

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

5. Project Update.

Received a report on Park CIP project update.

6. Items for Individual Consideration

- a.** Discuss, Consider, Action on Parks Advisory Board meeting minutes on January 29, 2024.

MOTION: Park Advisory Board Member Mackenzie Jenks made a motion to approve the minutes. Seconded by Jeff Recce. Motion carried.

- b.** Discuss, Consider, Action on narrowing down the Natural Spring Park playground design selections. Park Advisory Board Members were presented with the designs for the park. The board members selected 9 designs for the city to post for the survey, for community input.

- c.** Discuss, Consider, Action on Myrtle Street Parkland dedication (part of Throckmorton Trail).

MOTION: Park Advisory Board Member Mackenzie Jenks made a motion to recommend to council to accept the land as the part of the parkland dedication from the developer. Seconded by Chad Fisher. Motion Carried.



7. Items for Future Consideration

Discuss, Consider, Action on the creation of the master plan for Natural Springs Park (Park Board member Andy Michrina). MOTION: Park Advisory Board Member Andy Michrina made a motion to add the item to the next meeting agenda to consider and discuss. Seconded by Mackenzie Jenks. Motion carried.

8. Adjourn.

Parks Advisory Board Chair Mackenzie Jenks adjourned the meeting at 7:16pm.

Marc Marchand, Director of Neighborhood Services

ATTEST: _____