

AGENDA

PARKS & RECREATION ADVISORY BOARD MEETING



Monday, March 17, 2025 @ 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 Input:**
At this time, any person may address the Parks & Recreation Advisory Board regarding an item on this meeting agenda that is not scheduled for public hearing. Also, at this time any person may address the Parks & Recreation Advisory Board 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)
 - b. Receive a report on the Parks Master Plan Update. (Park Planning and Development Manager Dalan Walker)
 - c. Receive a report on Parks and Recreation Advisory Board subcommittees. (Director of Neighborhood Services Marc Marchand)
5. **Project Update.**
 - a. Receive a report on CIP Project Update. (see attached memo)
6. **Items For Individual Consideration.**
 - a. Discuss, Consider, Action on Parks Advisory Board meeting minutes on February 10, 2025.
7. **Items for Future Consideration. (no items)**
8. **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 at the Anna Municipal Complex bulletin board at or before 5:00 p.m. on 03/14/2025.

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

Marc Marchand, Director of Neighborhood Services

Persons with a disability who want to attend this meeting who may need assistance should contact the Neighborhood Services Department at 469-885-9428 two working days prior to the meeting so that appropriate arrangements can be made.

Memorandum

Memorandum No: 2025-17-03

Date: March 17, 2025

To: Park Advisory Board

From: Jeff Freeth, Assistant Director of Neighborhood Services

Re: Parks Maintenance and Recreation Programs and Events Update

All Parks and Recreation staff completed the following:

- o CPR, First Aid, AED and Stop the Bleed training on Wednesday, February 26.
- o Department Quarterly Training in which we discussed the following:
 - New staff introductions
 - Organizational, library, parks maintenance, capital improvement project and recreation updates
 - FY24/25 Quarter 1 highlights
 - Discussion of Fiscal Year 2024/2025 Theme: Mastering our Trade Skills and professional goals
 - Getting to Know Our Staff: Development Services
- o Assisted with handing out flyers & building a temporary fence at Pecan Grove for the bridge that will connect Pecan Grove and Park Place.

The Parks Division completed the following:

- o Tested all irrigation systems at city parks and facilities and completed necessary repairs which included 10 rotors, 2 valves, & 25 rotors raised.
- o Applied diamond pro conditioner to all infields at Slayter Creek Park.
- o Installed new yellow fence topper to ballfield fences at Slayter Creek Park.
- o Finish trimming all rose and feather grasses at City Hall and Slayter Creek Park.
- o Continued to work with contractors on the field four renovation project at Slayter Creek Park.
- o Prep ballfields daily for practices at Slayter Creek Park and Johnson Park.
- o Stained all cedar wood at Johnson Park restroom/pavilion building.
- o Continue to work with contractor to repair irrigation booster pump at Slayter Creek Park.

- o Continued to work with contractor on repairing parking lot lights at Slayter Creek Park.
- o Removed dead trees along the back pond and creek at Natural Springs Park.
- o Trimmed trees along the disc golf course at Slayter Creek Park.
- o Inspected 5 restrooms each morning and restocked on Mondays and Fridays.
- o Cleaned and inspected 5.5 miles of walking trails each week.

The Recreation Division offered and/or completed the following:

- o Closed registration for youth baseball, t-ball and softball leagues on Tuesday, February 4th. Followed by applicable drafts and team roster creation, ordering of jerseys, and conducting of a coaches meeting. Practices kicked off on Monday, February 10th. All games will be held on Saturdays beginning March 8th.
- o Monthly Fri-Yay Drop-in Craft “Plant Love” on Friday, February 14
- o Pop-up Rec: Creature Teacher-Creepy Crawlies on Saturday, March 8th at the Municipal Complex.

Adult programs:

- o Free Intro to Pickleball Clinic on Saturday, March 8

Adults 50+ programs:

- o Foodie Troop on February 18
- o The Crafting Corner Interchangeable "Jewelry Making" on February 19
- o Book Club and EDC Semi-Annual City Update on Wednesday, March 5
- o Trip to Texas Tulips on Thursday, March 6

Contract classes:

- o Tinkergarten
- o Parent and Me Soccer, Soccer Skills and Drills, Shining Stars – Adaptive Soccer
- o Basketball camps
- o Baseball and T-Ball clinics
- o Tennis and pickleball classes and for Teens and Adults
- o Lacrosse clinic

Finalized the Spring 2025 programs and events and Recreation Guide. Spring Recreation Guides are now available online or at the City Municipal Complex.

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: 25-3-17 CIP

Date: March 17, 2025
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.

Natural Springs Park Erosion

- The developer is in the process of turf establishment with temporary irrigation.
- Curlex will be utilized to help stabilize the soil in the area around the trail connection into the park.

Pecan Grove Trail

- Water meters have been installed; irrigation connection imminent.
- Trees have been installed.
- The bridge pier has been corrected, and the abutments are ready for the bridge.
- Bridge installation is scheduled for March 17 at 8am.
- Staff has been coordinating with the HOA and have made many efforts to inform residents of the delivery and the need to keep the road clear of parked vehicles along the delivery route.
- Some trail on the northern end of the park will not be poured until the bridge is set.

Finley Park

- Anna Crossing Park (working name) was officially named Finley Park by Council on March 11
- 60% plans are under review by staff.
- The National Fitness Campaign fitness equipment was delivered to the Public Works facility on March 12; the shade structure will be delivered at a later date.

Playground at Natural Springs Park

- Park maintenance staff will install irrigation for the new trees that were planted when the playground was installed.

Park System Master Plan Update

- The kick-off meeting was held on March 13.
- The project will last 11 months with three opportunities at Parks Advisory Board meetings for input.
- Staff is working to provide inventory/base information to Freese and Nichols.
- A park tour with the consultant will occur on March 20.
- A public survey should go out in May.

Slayter Creek Park Projects

- A meeting was held with Project Advocates onsite to discuss several small projects at Slayter.
- Staff will meet with PA on March 19 to discuss budgets and processes for projects.
- Projects include playground renovation, concession building demo, new restroom, storage building, skatepark shade, drainage repair, channel slope stabilization, new fence on tennis courts and entry/shade for disc golf course.

Bryant Park

- Design is in progress.
- A possible change in the driveway requested by AISD is being evaluated.

John Flavel Greer Park – Woods at Lindsey Place Park

- Construction is ongoing; focus is on concrete trail and brush removal.
- Staff is performing concrete inspections as requested.
- The park is scheduled to be completed by the end of June.
- The contractor is having issues with water not draining from the site; Engineering is working with them to provide a temporary solution.

Carol Park

- The plans have been reviewed by Engineering and Planning; a site plan has been submitted.
- A park fee credit agreement with JPI will go to the next Council meeting.

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



Meeting MINUTES
ANNA PARKS ADVISORY BOARD MEETING
Monday, February 10, 2025 @ 6:00 PM

Anna Municipal Complex
120 W 7th street
Anna, TX 75409

The Parks Advisory Board of the City of Anna met at 6:00PM, on February 10, 2025, at Anna Municipal Complex, located at 120 W. 7th Street, Anna TX 75409, 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 6:19PM.

Quorum was established. Following Parks advisory board members were in attendance Susan Jones, David Colegrove, Rachel Sinagra, Choya Morrison and Nichole Hunt, Kennon Weaver and Alastair Hunte.

Staff present included Park Planning and Development Manager Dalan Walker, Assistant City Manager Greg Peter, Director of Neighborhood services Marc Marchand and Assistant Director of Neighborhood Services Jeff Freeth were present.

2. Invocation and Pledge of Allegiance

- a. Parks Advisory Board Member Alastair Hunte led the Pledge of Allegiance and Prayer.

3. Neighbor Comments – no comments made.

4. Receive a Report

- a. Received a report on parks maintenance and recreation programs and events update.

5. Project Update

- a. Received report on CIP Project Update.

6. Items for Individual Consideration

- a. Discuss, Consider, Action on Special Event Permit Application for Pate Rehabilitation 5K & Fun Run for the use of the Natural Springs Park loop for an event held on March 29th.

MOTION: Park Advisory Board Member David Colegrove made a motion to send the special event permit request to council for approval. Seconded by Kennon Weaver. Motion Carried.

- b. Discuss, Consider, Action on Parks Advisory Board meeting minutes for January 13th, 2025.

MOTION: Park Advisory Board Member Alastair Hunte made a motion to approve the minutes once misspellings were rectified. Seconded by Nichole Hunt. Motion Carried.

- c. Discuss, Consider, Action on forming park subcommittees.

MOTION: Park Advisory Board Member Alastair Hunte made a motion to approve further discussions on park subcommittees in next month's meeting. Seconded by Kennon Weaver. Motion Carried.

7. Items for Future Consideration – No item.

8. Adjourn.

Parks Advisory Board member Susan Jones adjourned the meeting at 6:41PM.