

# AGENDA

## PARKS & RECREATION ADVISORY BOARD MEETING



Monday, May 19, 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)
5. **Project Update.**
  - a. Receive a report on CIP Project Update (see attached memo)
6. **Items For Individual Consideration.**
  - a. Discuss. Consider input and guidance from the Parks and Recreation Advisory Board for the Parks Master Plan.
  - b. Discuss, Consider, Action on Parks and Recreation Advisory Board meeting minutes on March 17, and April 21, 2025.
  - c. Discuss, Consider, Action on a Proposal for Survey and Plat of Slayter Creek Park.
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](http://www.annatexas.gov)) and at the Anna Municipal Complex bulletin board at or before 5:00 p.m. on 05/16/2025.

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 214-831-5333 two working days prior to the meeting so that appropriate arrangements can be made.

## Memorandum

**Memorandum No:** 2025-19-05

**Date:** May 19, 2025

**To:** Park Advisory Board

**From:** Jeff Freeth, Assistant Director of Neighborhood Services

**Re:** Parks Maintenance and Recreation Programs and Events Update

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The Parks Division completed the following:

- o Mowed 290 acres of parks and city facilities.
- o Tested all irrigation systems at city parks and facilities and completed necessary repairs which included 15 rotors, 6 lateral leaks, 4 risers, 12 rotors raised & 1 solenoid replacement.
- o Made all necessary repairs to drinking fountains at Natural Springs Park and Slayter Creek Park.
- o Applied post emergent on FM455 medians, Oak Hollow, City Hall, and all park landscape beds and tree rings.
- o Repaired water fountains at Natural Springs Park gazebo & Baldwin Park.
- o Repaired pickleball courts nets and the restroom door at a Slayter Creek Park restroom.
- o Removed a down tree along Slayter Creek Park disc golf course.
- o Aerated and fertilized turf at Slayter Creek Park, Johnson Park, and Sherley Heritage Park, Baldwin Park, Natural Springs Park, & City Hall.
- o Removed graffiti on concrete near batting cages at Slayter Creek Park.
- o Conducted playground safety inspections at Johnson Park and Slayter Creek Park.
- o Installed 40 yards of wood fiber mulch to Slayter Creek Park and Natural Springs Park playgrounds.
- o Cleaned all splash pad tanks and repaired as necessary. Primed pumps and ran the system to get ready for the season.
- o Inspected and cleaned all sidewalks after storms.
- o Cleaned Baldwin Park shoreline of debris and trash.
- o Prepared ballfields daily for practices/games at Slayter Creek Park and Johnson 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:

#### Youth and Teen Programs

- o Continued youth baseball, softball and t-ball games and practices.
- o Began registration for Fall Youth Soccer (4U-12U).
- o Monthly Fri-Yay Drop-in Craft "Sock Puppet" on Friday, May 9.
- o Free Intro to Pickleball Clinic for Teens (Ages 13-17) on Saturday, May 10.

#### Adults 50+ programs:

- o The Crafting Corner "Decoupage Flowerpot" on April 23
- o Book Club on Wednesday, May 7
- o Foodie Troop on Tuesday, May 20

Hosted the following events:

- o Touch-a-Truck

Processed three Special Event Permit Applications.

Assisted with logistical support for Earth Day on April 26 at Slayter Creek Park.

Collaborated with Anna ISD as they hosted Multicultural Night on Friday May 2<sup>nd</sup> at Anna High School.

Led the monthly Interdepartmental Logistics meeting on Wednesday, May 14<sup>th</sup>.

Neighborhood Services staff have begun working on Fall program planning and creation of the Activity Guide.

Department leadership worked on the organization and promotion of the community input sessions and survey for the Parks Master Plan Update.

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:** 25-5-19 CIP

**Date:** May 19, 2025  
**To:** Parks Advisory Board  
**From:** Dalan Walker, Park Planning and Development Manager  
**Re:** Park CIP Project Update

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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.
- The drainage situation at the southeast corner of the park will be addressed when Arden Park has completed construction operations.

### **Pecan Grove Trail**

- The contractor will complete sod installation on May 17.
- A punch list is underway; items will be addressed while the park is open.
- The park will be open the week of May 19.

### **Finley Park**

- Design is at 90% and should be completed in May.

### **Park System Master Plan Update**

- Most data collection/inventory is complete.
- Virtual stakeholder meetings have been scheduled.
- The public survey will be live from May 17 to June 19.
- A workshop and update are planned for the June Parks Advisory Board meeting.
- Survey results will be presented at the July Parks Advisory Board meeting.

### **Slayter Creek Park Projects**

- Programs for individual projects are being developed along with costs and schedules.
- A proposal for a survey of the entire park and a plat has been received from North Texas Surveying.

- A geotechnical scope is being developed.
- 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 change to the western driveway has been approved, and a redesign is underway.
- A change to the parking is necessary due to the removal of the western driveway; one parking option will require approval from AISD.

#### **John Flavel Greer Park – Woods at Lindsey Place Park**

- The contractor is having issues with water not draining from the site; the neighboring developer is working to alleviate the drainage problem.
- The electric meter will be set soon.

#### **Carol Park**

- NRP, the developer for Meryl Street, will begin construction on the development soon.
- Their work will include Buddy Hayes Rd and the park improvements.
- JPI will begin construction of the trail in Carol Park soon but the exact start date is not known.

#### **Wayfinding Project**

- Phase one of the project will include gateway signs, park identification signs, park rules signs and wayfinding signs located in ROWs that direct people to parks.
- The plans have been reviewed by staff, and the consultant is working on revisions/corrections.
- The project should bid in June.

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, March 17, 2025 @ 6:00 PM**

**Anna Municipal Complex**  
**120 W 7<sup>th</sup> street**  
**Anna, TX 75409**

The Parks Advisory Board of the City of Anna met at 6:00PM, on March 17, 2025, at Anna Municipal Complex, located at 120 W. 7<sup>th</sup> 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 6:02PM. Quorum was established. following Parks Advisory Board members were in attendance David Colegrove , Rachel Sinagra, Choya Morrison and Nichole Hunt. Susan Jones, Kennon Weaver and Alastair Hunte were absent.

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

**2. Invocation and Pledge of Allegiance**

Parks Advisory Board Member Nichole Hunt led the Pledge of Allegiance and Prayer.

**3. Neighbor Comments**

City council member Kevin Toten parks board lesion made a comment on the Charter review and the possibility of parks sub committees. City council said no to parks sub committees.

**4. Receive a Report**

- a. Received a report on parks maintenance and recreation programs and events update.
- b. Receive a report on the parks master plan update.

**5. Project Update**

- a. Received report on CIP Project update.
- b. Receive a report on the parks master plan update.

**6. Items for Individual Consideration**

- a. Discuss, Consider, Action on Parks Advisory Board meeting minutes for February 10th, 2025.

**MOTION:** Park Advisory Board Member David Colegrove made a motion to approve the minutes once misspelling were rectified. Seconded by Nichole Hunt. Motion Carried.

**7. Items for Future Consideration—none.**

**8. Adjourn**

Parks Advisory Board member Choya Morrison adjourned the meeting at 6:24PM.

**MEETING MINUTES**  
**ANNA PARKS ADVISORY BOARD MEETING**  
**Monday, April 21, 2025 @ 6:00 PM**

**Anna Municipal Complex**  
**120 W 7<sup>th</sup> street**  
**Anna, TX 75409**

The Parks Advisory Board of the City of Anna met at 6:00PM, on April 21, 2025, at Anna Municipal Complex, located at 120 W. 7<sup>th</sup> 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 6:03PM. Quorum was established following Parks Advisory Board members were in attendance David Colegrove, Choya Morrison and Nichole Hunt. Susan Jones, Kennon Weaver and Alastair Hunte. Rachel Sinagra was absent.

Staff present included Park Planning and Development Manager Dalan Walker, Assistant City Manager Greg Peters, Director of Neighborhood Services Marc Marchand, Assistant Director of Neighborhood Services Jeff Freeth and City Council Member Kevin Toten and Elden Baker were present.

**2. Invocation and Pledge of Allegiance**

Parks Advisory Board Member Kennon Weaver led the Pledge of Allegiance and Prayer.

**3. Neighbor Comments**

The concerns presented by neighbors were noted by staff.

**4. Receive a Report**

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

**5. Project Update**

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

**6. Items for Individual Consideration**

a. Discuss, Consider, Action on the proposed special event permit submitted by Lakeview Estates HOA for a spring community event on Saturday, May 10<sup>th</sup>, 2025, at Baldwin Park.

**MOTION:** Park Advisory Board Member David Colegrove made a motion to recommend to the Council that the special event permit be granted for the Lakeview Estate HOA event. Seconded by Nichole Hunt. Motion Carried.

b. Discuss, Consider, Action on the proposed special event permit submitted by Mission Men of Anna for a Car Show on Saturday, May 10<sup>th</sup>, 2025, at the City of Anna Municipal Complex.

**MOTION:** Park Advisory Board Member Choya Morrison made a motion to recommend to the council that the special event permit be granted for the Mission Men of Anna car show. Seconded by Alastair Hunte. Motion Carried.

**7. Items or Future Consideration – none.**

**8. Adjourn**

Parks Advisory Board member Susan Jones adjourned the meeting at 6:28PM.