



AGENDA
Parks & Recreation Advisory Board Meeting

Monday, July 21, 2025 @ 6:00 PM

Anna Municipal Complex - Council Chambers
120 W. 7th Street, Anna, Texas 75409

The Parks & Recreation Advisory Board of the City of Anna will meet on Monday, July 21, 2025 at 6:00 PM, in 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.**
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, Action on Slayter Creek Park Amenities.
 - b. Discuss, Consider, Action on Parks Advisory Board meeting minutes on June 16, 2025.
7. **Items for Future Consideration (no items).**
8. **Adjourn.**

This is to certify that I, Jeff Freeth, Acting 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 07/18/2025.

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

Jeff Freeth, CPRP, Acting Director of Neighborhood Services

In accordance with the Americans with Disabilities Act, it is the policy of the City of Anna to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at least 48 hours in advance of the event. Email adacompliance@annatexas.gov. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. ADA grievances may also be directed to the ADA Coordinator or filed online at <https://annatexas.gov/ada>



Memorandum

Memorandum No: 2025-21-07

Date: July 21, 2025

To: Park and Recreation Advisory Board

From: Jeff Freeth, Acting Director of Neighborhood Services

Re: Parks Maintenance and Recreation Programs and Events Update

The Parks Division completed the following:

- Mowed 323 acres at parks and city facilities.
- Tested all irrigation systems at city parks and facilities and completed necessary repairs. This including Replacing 4 valves, 1 solenoid, 5 rotors and 2 main line repairs at Slayter Creek Park and City Hall.
- Applied post emergent herbicide on FM455 medians, Slayter Creek Park, Baldwin Park, and City Hall Complex tree rings and landscape beds.
- Installed 13 new trees at Slayter Park and one at City Hall.
- The bridge at Slayter Creek Park was painted, and concrete was cut on both sides to correct the transition and ensure flush, even surface.
- Installed new LED lights fixtures in the pavilion at Slayter Creek Park.
- Installed a junction box with power and ethernet in the pump house at the Slayter Creek Park splash pad to prepare for the installation of the storm bridge system.
- Added mulch to all tree rings and landscape beds at Slayter Creek Park. Also, installed temporary fencing, marked irrigation, cleaned parking lots, power washed restrooms, weed eat along the creek, and cleaned/stocked restrooms in preparation for the Boots and Booms special event. Conducted post-event trash and fireworks cleanup and returned equipment.
- Conducted a playground safety inspection at John Flavel Greer Park.
- Inspected and cleaned all sidewalks and trails after storms.
- Prepared ballfields at Slayter Creek Park for rentals and softball leagues.
- Trimmed trees and pulled weeds along FM455 medians.

- Recorded readings (9am,1pm, 4pm) for the splash pad and performed daily maintenance each morning. Added chlorine and muriatic acid when needed.
- Inspected 6 restrooms each morning and restocked on Mondays and Fridays.
- Cleaned and inspected 5.5 miles of walking trails each week.

The Recreation Division offered and/or completed the following:

Youth and Teen Programs:

- Summer Recess Pop-up Recreation on June 17 (Ramblin' Rita's Texas Tales: Colors of the Lone Star State), June 24 (Potato Pants), July 1 (Wild Things Zoofari Visit), July 8 (STEAM Program), and July 15 (Science Heroes: Adventure of the Missing Color).
- Free Intro to Pickleball Clinic for Teens (Ages 13-17) on Saturday, July 12.
- Registration is currently open for 4U-10U Fall Youth Soccer leagues.

Adult programs:

- Summer Recreation and Advanced division Adult Softball leagues.

Adults 50+ programs:

- The Crafting Corner "Flower Pounding Tea Towel" on June 25
- Patriotic Luncheon on July 1
- Book Club on July 2
- Foodie Troop on July 15
- Trip to Sea Life Aquarium on July 10

All ages program:

- Nature Walk on June 21 and July 12
- Parks Bingo is currently underway and closes on August 16

Hosted the following events:

- Boots and Booms on June 28

For the month of May, prepared for and processed 23 pavilion/gazebo rentals including the following:

- 1 Natural Park Gazebo
- 10 Slayter Creek Park Pavilion
- 2 Slayter Creek Park Ballfields

Hosted the Internal Logistics Meeting on Wednesday, July 16.

Neighborhood Services staff finalized the Fall Activity Guide. Postcards will arrive in mailboxes this week and guides will be available at the Municipal Complex by July 25.

Department leadership worked on the organization and promotion of the community input sessions and survey for the Parks Master Plan Update. The City of Anna Parks Master Plan input survey went live on May 16th and is closed June 19th. The final virtual Input session will take place on June 17.

c: Matt Lewis, Parks Superintendent
Ray Isom, Acting Assistant City Manager
Taylor Lough, Assistant City Manager
Marc Marchand, Acting City Manager
Management Team

Memorandum

Memorandum No: 25-7-21 CIP

Date: July 21, 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 June 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

- Reviewing close out documents; retainage will be released when close out documents are deemed to be acceptable.

Finley Park

- Construction documents are progressing; expect 90% soon.
- Reviewing playground options.

Park System Master Plan Update

- The inventory chapter has been reviewed; revisions in progress.
- The needs assessment chapter is underway.
- Survey results are being evaluated and organized.

Slayter Creek Park Projects

- Programs for individual projects are being developed along with costs and schedules.
- Survey of the entire park is underway.
- 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.

John Flavel Greer Park – Woods at Lindsey Place Park

- A walk-through on the northern portion of the park occurred on June 19th.
- A walk-through will take place on July 24th for the southern portion of the park.
- The contractor removed and trimmed additional trees on the northern portion of the park at the request of park maintenance staff.

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 August.

c: Jeff Freeth, Acting Director of Neighborhood Services
Matt Lewis, Parks Superintendent
Marc Marchand, Acting City Manager
Ray Isom, Acting Assistant City Manager
Taylor Lough, Assistant City Manager
Management Team

MEETING MINUTES
ANNA PARKS ADVISORY BOARD MEETING
Monday, June 16, 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 June 16th, 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 6:00pm. Quorum was established. Following Parks advisory board members were in attendance Susan Jones, Nichole Hunt, Alastair Hunte, Choya Morrison and Rachel Sinagra. The following members were not present David Colegrove and Kennon Weaver. Staff present included Park Planning and Development Manager Dalan Walker, Neighborhood Service Director Marc Marchant, Assistant Director Jeff Freeth and Council Member Kevin Toten.
- 2. Invocation and Pledge of Allegiance**
Parks Advisory Board Member Alastair Hunte led the Pledge of Allegiance and Prayer.
- 3. Neighbor Comments**
The concerns presented by the neighbors were noted by the staff. (memo)
- 4. Receive a Report**
Received a report on parks maintenance and recreation programs and events. (memo)
- 5. Project Update**
 - a. Received report on CIP Project Update.
 - b. Received report on the Parks Master Plan Update from Freese and Nichols Staff.
- 6. Items for Individual Consideration**
 - a. Discuss, Consider, Action on Parks Advisory Board Meeting Minutes for May 19, 2025.
MOTION: Park Advisory Board Member Alastair Hunte made a motion to approve the meeting minutes.
Second by Nichole Hunt. Motion carried.
- 7. Items for Future Consideration - None.**
- 8. Adjourn**
Parks Advisory Board member Susan Jones adjourned the meeting at 6:41pm.

Jeff Freeth, Acting Director of Neighborhood Services

ATTEST: _____