



AGENDA
Parks & Recreation Advisory Board Meeting

Monday, September 15, 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, September 15, 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, programs and special 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 the 2050 Parks, Open Space, Trails, and Recreation Master Plan.
 - b. Discuss, Consider, Action on Parks Advisory Board meeting minutes on August 18, 2025.
 - c. Discuss, Consider, Action on the recommendation to Council to appoint the Parks Advisory Board as the Keep Anna Beautiful committee. (Community Enhancement Coordinator Olivia Demings)
7. **Items for Future Consideration.**
 - a. Discuss, Consider, Action on the recommendation to Council to add a spring youth soccer league (David Colegrove).
8. **Adjourn.**

This is to certify that I, Jeff Freeth, Acting Director of Community 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 09/12/2025.



Jeffrey Freeth, Acting Director of Community 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: 2025-15-09

Date: September 15, 2025

To: Park and Recreation Advisory Board

From: Jeff Freeth, Acting Director of Neighborhood Services

Re: Parks Maintenance and Programs and Events Update

Department

The Community Services Department, including the Parks Maintenance, Parks Planning, Library and Program and Events divisions met for their quarterly department training and luncheon. The training included division updates, professional goals assessment and updates, personal and leadership reflection on highlights from the 3rd Quarter, and a "Get to Know Your Fellow Departments" presentation by the IT department.

The Community Services Support Specialist and Communications Coordinator worked on the promotion of the Parks Master Plan Open House on Monday, September 15th at 6pm in the Council Chambers at the Municipal Complex. This promotion included signs at all city parks and promotion on the city website, social media, email invitations to past and current program participants and in the weekly newsletter.

Department leadership continues to meet bi-weekly with Freese and Nichols to discuss updates to the Parks Master Plan. The Acting Director, Park Planning and Development Manager and Community Enhancement Coordinator have reviewed Chapter 1 and are in the process of reviewing Chapter 2 and 3 of the plan.

The Acting Director of Community Services and Park Planning and Development Manager attended/presented at the Parks and Recreation Advisory Board meeting on Monday, August 18. Staff provided program, events, park maintenance and project updates via memorandum. A representative from Freese and Nichols provided a report on the Parks Master Plan Survey results. The board also approved minutes from the July meeting.

Finalized and fully executed the Greater Anna Chamber of Commerce Memorandum of Understanding for 2026 encompassing fall and winter events.

Department Facility Reservations

Prepared for and processed the following rentals:

- 1 Block Party Trailer
- 1 Sherley Heritage Park Pavilion
- 1 Natural Springs Park Gazebo
- 18 Slayter Creek Park Pavilion
- 3 Slayter Creek Park Ballfields

The Parks Division completed the following:

- Mowed the disc golf course at Slayter Park, Bryant Park, Geer Park, and all athletic fields.
- Aerated and fertilized athletic fields at Slayter, Johnson and Geer parks.
- Conducted Safety Playground Inspections at Johnson Park, Sherley Park, Baldwin Park, Yank Park, Slayter Creek Park and Natural Springs Park.
- Repaired gate latch at Slayter playground.
- New soap dispensers were installed in all park restrooms.
- Repaired irrigation rotor on the multi-purpose field at Slayter Creek Park.
- Installed 6 new valves, 6 solenoids and a new controller at Geer Park to get the irrigation up and running. This allows for two additional 4U and 6U temporary practice fields to be available for use for league practices.
- Painted all soccer field lines at Slayter Creek Park and Geer Park.
- Prepared ballfields for softball practices/games at Slayter Creek Park.
- Washed infield lips on field 1 at Slayter Creek Park.
- Applied post-emergent on FM 455 ROW, paw park, fire station 2 landscape beds/tree rings, Johnson Park gravel parking, & Natural Springs parking area.
- Recorded readings (9am, 1pm, 4pm) for the splash pad and performed daily maintenance. Added chlorine and muriatic acid when needed.
- Inspected, cleaned, and stocked 5 sets of restrooms each morning.
- Inspected and cleaned 5 miles of walking trail each week.
- Trimmed limb/branches along Slayter disc course.
- Installed poles to protect irrigation boxes at Geer Park.
- Inspected all properties for army worms and sprayed insecticide (army worms) at Natural Spring Park and Johnson Park.
- Met with contractor to create a plan for proper drainage at the prairie garden at Natural Springs Park.
- Removed dead trees on FM 455 medians.
- Cleaned up parks and trails of debris, trees and tree limbs the week of September 8 following the storm on the previous weekend.

The Programs and Events Division offered and/or completed the following:

Youth programs:

- Kicked off practices for 4U-12U Fall Youth Soccer leagues the week of August 11th. Practices are taking place at Slayter Creek Park multi-purpose fields, Baldwin Park and temporary practice fields at Geer Park. Games began on Saturday, September 13 at Slayter Creek Park.
- Fri-Yay Monthly Drop-in Craft “Apple Slime on Friday, September 12

Adults’ programs:

- National Pickleball Day celebration at Slayter Creek Park on August 8th.
- Concluded the Summer Adult Softball Recreation Division and Advanced Division leagues and kicked off both fall leagues the week of Monday, August 25th.
- Free Intro to Pickleball Clinic on Saturday, September 13

Adults 50+ programs:

- Book Club on September 3
- Trips to National Medal of Honor Museum on September 11
- Foodie Troop on August 19
- National Senior Citizen Day Drop-in Event on August 21 at Fire Station No. 2
- The Crafting Corner “DIY Library Tote Bag” on August 27

Led the monthly Interdepartmental Logistics meeting on Wednesday, August 20.

Concluded the Parks Bingo competition on Saturday, August 16.

The Acting Director of Community Services and Events Coordinator attended the bi-monthly Special Events Networking meeting in Prosper on Monday, August 18. This included attendees from the cities of Anna, Melissa, Van Alstyne, Plano, Lucas and Prosper. Topics of discussion were upcoming events as well as an event logistics roundtable.

The Fall Activity Guides is now available online via the following link:
<https://annatexas.aflip.in/ac46d5163f.html>. Printed copies are available online.

Community Enhancement Division Report

The Community Enhancement Division transferred to the Community Services Department on Monday, August 25th.

The Community Enhancement Coordinator completed the following:

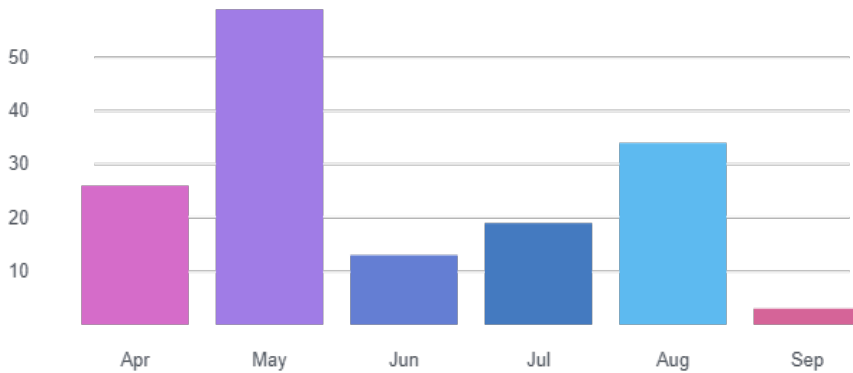
- Met with Library staff to discuss the Keep Anna Beautiful/Neighbor Academy Seed Library Project.
- Led the National Night Out planning meeting. The citywide partnered event with neighbors will take place on the evening of Tuesday, October 7.
- The Anna High School 18+ Transition completed their first clean-up at Baldwin Park as a part of Adopt-a-Spot program. An “Adopt-a-Spot” sign was also installed at Baldwin Park to signify the partnership.

- Attended NERA Board Members monthly meeting
- Attended the Neighborhood Engagement and Revitalization Alliance (NERA) Quarter 3 Board Meeting in Mckinney.
- Attended the Keep Texas Beautiful “Ready, Set, Clean!” Fall Sweep meeting.
- In partnership with Grace Place and Texas A&M Texas A&M Agri-Life hosted the “Winter is Coming” on Friday, August 22nd and “Buzz about Bees” presentation/seminar at the Grace Place community garden.
- Attended Neighborhood Engagement and Inclusion Commission Meeting
- Attended the Volunteer Mckinney breakfast on Tuesday, August 26th as a collaborative effort to building Anna’s non-profit engagement.

Total August Volunteer Hours: 10.75

Volunteers completed litter clean-up and assisted with the National Senior Day Event.

New Volunteers on Your Site



- 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: 25-9-15 CIP

Date: September 15, 2025
To: Parks Advisory Board
From: Dalan Walker, Park Planning and Development Manager
Re: Park CIP Project Update

Finley Park (Formerly Anna Crossing Park)

- Construction documents are progressing; expect 90% soon.
- Working on finalizing playground equipment.

Park System Master Plan Update

- Needs assessment and trail master plan is in progress.
- Staff are reviewing the first two chapters of the plan.

Bryant Park

- Design is underway.

John Flavel Greer Park – Woods at Lindsey Place Park

- The park is energized; waiting for account set up and activation.



Carol Park

- Under construction.

Slayter Creek Park Projects

- A detailed survey of the entire park is underway and is expected to be completed in September; the survey is necessary to address several drainage issues in the park.
- The City Council approved a contract with Child's Play for a new playground, and the submittal process has begun.



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



**MEETING MINUTES
ANNA PARKS ADVISORY BOARD MEETING
Monday, August 18, 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 6:00 PM, on August 18, 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 6:04pm. Quorum was established. Following Parks advisory board members were in attendance Susan Jones, Nichole Hunt, Alastair Hunte, Choya Morrison, and Kennon Weaver. David Colegrove and Rachel Sinagra were absent. Staff present included Park Planning and Development Manager Dalan Walker and Acting Director of Neighborhood Services Jeff Freeth.
- 2. Invocation and Pledge of Allegiance**
 - a. Parks Advisory Board Member Kennon Weaver led the Pledge of Allegiance and Prayer.
- 3. Neighbor Comments – No comments**
- 4. Receive a Report**
 - a. Received a report on parks maintenance and recreation programs and events. (memo)
- 5. Project Update**
 - a. Received report on CIP Project Update. (memo)
- 6. Items for Individual Consideration**
 - a. Discuss. Freese and Nichols rep Wilson Kerr presented the Parks Master Plan survey results.
 - b. Discuss, Consider, Action on Parks Advisory Board Meeting Minutes for July 21, 2025.

MOTION: Park Advisory Board Member Alastair Hunte made a motion to approve the meeting minutes. Second by Choya Morrison. Motion carried.
- 7. Items for Future Consideration - None.**
- 8. Adjourn**

Parks Advisory Board member Susan Jones adjourned the meeting at 6:36 pm.

Jeff Freeth, Acting Director of Community Services

ATTEST: _____