



AGENDA
ANNA PARKS ADVISORY BOARD MEETING
SHERLEY HERITAGE PARK, 101 S SHERLEY AVENUE
MONDAY, JULY 20, 2020, 6:00 PM

The Parks Advisory Board of the City of Anna will hold its regular meeting on Monday, July 20, 2020 at 6:00 p.m. The meeting will be held at Sherley Heritage Park, 101 S Sherley Avenue to consider the items below.

1. Call to Order, Roll Call and Establishment of Quorum.

2. Invocation and Pledge of Allegiance.

3. Citizen Input.

At this time, any person may address the Parks 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 Advisory Board regarding an item that is not on this meeting agenda. Each person will be allowed up to 5 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. Perform a parks facilities assessment at Sherley Heritage Park.

5. Approve Parks Advisory Board meeting minutes.

6. Request items on future agendas.

7. Adjourn.

This is to certify that I, Ashley Stathatos, Neighborhood Services Manager, verify that this agenda was posted at a place readily accessible to the public at Anna City Hall and on the City Hall bulletin board at or before 6:00 p.m. on July 17, 2020.



Ashley Stathatos,
Neighborhood Services Manager

Persons with a disability who want to attend this meeting who may need assistance should contact the Neighborhood Services Department at 469-734-6767 two working days prior to the meeting so that appropriate arrangements can be made.



PARKS ADVISORY BOARD MEETING

MEETING DATE: 7/20/2020

AGENDA ITEM: Parks Facilities Assessment

BACKGROUND:

The Parks Advisory Board will conduct a parks assessment at Sherley Heritage Park. Staff will provide guidance and assistance as well as be available for questions.

Rankings of facilities will be based on a color system: Green, Yellow and Red. Green indicates that a park facility is at the highest level of care and the amenities are in good to new condition. Yellow indicates that a park facility may be in need of some aesthetic repairs on various items, however, they are at an acceptable level and could be maintained at that level until further investment can be made. Red indicates a park facility is in need of greater attention and major capital resources.

Below are park facilities that will be evaluated during the parks assessment and what to look for in each category.

Athletic Fields:

Lawn or dirt areas should not be overgrown, eroded, rutted or bare. Clay infields should not have divots, holes, uplifts and missing sections.

Playgrounds:

All equipment intended for use by children at play, or for recreational use should be checked for deterioration and usability. Posts and footings should not be exposed. Screws, bolts and nuts should be tight and secure. There should be no rust or corrosion of equipment, no chipped or peeling paint, no sharp edges or unsafe protrusions, no exposed parts, pinch or crush points. The fall zone should be adequately deep and free of debris.

Bleachers & Benches:

Bleachers and benches should be painted, free of damage and not missing slats.

Trails:

Trails should be well maintained to ensure safety and functionality of pedestrian and bicycle flow. They should be free of erosion, environmental and drainage issues, overgrown vegetation and downed trees. They should not be failing, have cracks or damage. Bridges along trails should be in sound condition.

Landscape:

All areas not designated for active recreational use where grass, shrubs or horticulture plantings exist should be properly irrigated, mowed and not eroded, rutted, uneven or weed-infested. There should not be unwanted, unsightly vegetation in and around structural features. Trees should not have low-

hanging branches, dead trees or limbs, or protruding tree stumps. Ornamental planted areas should not be unkempt, bare, full of weeds or have dead or dying plants.

Bodies of Water:

Natural and man-made bodies of water should not have debris, excessive algae or plant growth.

Bleachers & Benches:

Bleachers and benches should be painted, free of damage and not missing slats.

Cleanliness:

Refuse should be discarded in proper receptacles. There should not be large quantities of natural debris or accumulated grime, stains, bird or animal feces on structural features.

STAFF RECOMMENDATION:

Conduct a park assessment at Sherley Heritage Park.

**Parks and Recreation Advisory Board
Park Inspection Report 2019**

Green

- In good condition

Yellow

- Fair Condition
- In need of repair

Red

- Needs replacement
- Needs immediate attention

Park Inspection Form

Park: Sherley Heritage Park

Inspection By: _____

Date: _____

Amenity	Green	Yellow	Red	Comments
Train Depot				
Playground				
Pavilion				
Fire Pit, Big Chair				
Restrooms				
Parking Lot				
Sidewalks				
Landscape				
Benches				
Trash Cans				
Cleanliness				

Park Inspection Form

Park: Sherley Heritage Park

Inspection By: _____

Date: _____

[illegible]

Park Inspection Form

Park: Slayter Creek Park

Inspection By: _____

Date: _____

Amenity	Green	Yellow	Red	Comments
Baseball Field NE				
Baseball Field NW				
Baseball Field SE				
Baseball Field SW				
Bleachers				
Multi-Purpose Fields				
Tennis Courts				
Splash Pad				
Skate Park				
Pavilion				
Gazebo				

Park Inspection Form Continued...

Park: Slayter Creek Park Inspection By: _____ Date: _____

Amenity	Green	Yellow	Red	Comments
Concession Stand				
Restrooms				
Walking Trails				
Disc Golf				
Parking Lot				
Sidewalks				
Landscape				
Benches				
Trash Cans				
Cleanliness				

Park Inspection Form

Park: Slayter Creek Park

Inspection By: _____

Date: _____

[illegible]

Park Inspection Form

Park: Natural Springs Park

Inspection By: _____

Date: _____

Amenity	Green	Yellow	Red	Comments
Paw Park				
Gazebo				
Fishing Pier				
Pond				
Walking Trails				
Restrooms				
Parking Lot				
Sidewalk				
Landscape				
Benches				
Trash Cans				
Cleanliness				

Park Inspection Form

Park: Natural Springs Park

Inspection By: _____

Date: _____

[illegible]

Park Inspection Form

Park: Lakeview Park

Inspection By: _____

Date: _____

Amenity	Green	Yellow	Red	Comments
Playground				
Pavilion				
Restrooms				
Walking Trails				
Lake				
Parking Lot				
Sidewalk				
Landscape				
Benches				
Trash Cans				
Cleanliness				

Park Inspection Form

Park: Lakeview Park **Inspection By:** _____ **Date:** _____

[illegible]

Park Inspection Form

Park: Johnson Park

Inspection By: _____

Date: _____

Amenity	Green	Yellow	Red	Comments
Baseball Fields				
Bleachers				
Batting Cages				
Playground				
Parking Lot				
Landscape				
Benches				
Trash Cans				
Cleanliness				

Park Inspection Form

Park: Johnson Park Inspection By: _____ Date: _____

[illegible]



**MINUTES
ANNA PARKS ADVISORY BOARD MEETING
ANNA CITY HALL, 111 NORTH POWELL PARKWAY
MONDAY, DECEMBER 16, 2019, 7:00 PM**

The Parks Advisory Board of the City of Anna will hold its regular meeting on Monday, December 16, 2019 at 7:00 p.m. The meeting will be held at Anna City Hall located at 111 North Powell Parkway (Hwy 5) to consider the items below.

Park Advisory Board Members Present:

Dana Ward, Aubrey Johnson, Elden Baker, Joe Crowder, Jon Hendricks, Eirik Hansen, Andy Michrina

Staff Present:

Ashley Stathatos, Matt Lewis, Jennifer Watson

1. Call to Order, Roll Call and Establishment of Quorum.

Dana Ward called the meeting to order at 7:00 pm.

2. Invocation and Pledge of Allegiance.

The Parks Advisory Board conducted the invocation and said the Pledge of Allegiance.

3. Citizen Input.

At this time, any person may address the Parks 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 Advisory Board regarding an item that is not on this meeting agenda. Each person will be allowed up to 5 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. A. Presentation from Chief Caponera on placing security cameras at entrances to City parks.

This item was not discussed.

B. Discuss/Consider/Act on requesting park development funds to place security cameras at entrances to City parks.

This item was not discussed.

5. Christmas in the Park event update and recap discussion.

The event was a success for its first year. The partnership between the Greater Anna Chamber of Commerce and Historical Society turned out well. The City should enter into another partnership with both entities next year as well as partner with more Anna businesses, especially, businesses along 4th Street. The Parks Advisory Board would like to make the event bigger and better next year and start planning earlier. They would like an all-day event with additional activities, a jingle bell run and better music. From an infrastructure point, additional lighting and trash cans are needed.

6. Consider/Discuss/Act on installing additional lighting at Sherley Heritage Park.

Staff is going to request additional lighting at Sherley Heritage Park during the budget process.

7. **Natural Springs Paw Park event update and recap discussion.**

The Paw Park grand opening went well and turnout was very good. The Parks Advisory Board would like to hold another event at the Paw Park. A suggestion was made to have an event on Rescue Dog Birthday typically held in August. The ground was wet and muddy during the event. A suggestion was made to get a hose at the Paw Park so neighbors can clean the animals upon leaving.

8. **Parks Master Plan update.**

Several teams submitted for the Parks Master Plan. The submittals are under review.

9. **Consider/Discuss/Act on items from Andy Michrina.**

a. **Geer Park**

A discussion ensued on the backstops placed at Geer Park. The backstops were budgeted, therefore, staff put them up.

b. **Johnson Park**

Johnson Park is in poor condition and in need of improvements. The practice fields in Johnson are not enough. More are needed in Anna. Staff is working on a concept plan to make improvements to Johnson Park. The Parks Master Planning process will determine where additional practice fields will be located in the future.

10. **Consider/Discuss/Act on format of future meetings.**

The Parks Advisory Board prefers an informal format for the meetings and not sitting on the diocese.

11. **Approve meeting minutes for previous meetings.**

Elden Baker made a motion to approve the meeting minutes for October and November. Eirik Hansen seconded the motion. Motion passed.

12. **Request items on future agendas.**

No items were requested for placement on future agendas.

13. **Adjourn.**

Eirik Hansen made a motion to adjourn the meeting at 8:40 pm. Andy Michrina seconded the motion. The meeting was adjourned at 8:40 pm.

Approval of Minutes

Parks Advisory Board President



MINUTES
ANNA PARKS ADVISORY BOARD MEETING
ANNA CITY HALL, 111 NORTH POWELL PARKWAY
MONDAY, JANUARY 27, 2020, 7:00 PM

Parks Advisory Board Members Present:

Andy Michrina, Aubrey Johnson, Elden Baker, Eirik Hansen, Joe Crowder, Jon Hendricks

Parks Advisory Board Members Absent:

Dana Ward

Staff Present:

Ashley Stathatos, Matt Lewis

1. Call to Order, Roll Call and Establishment of Quorum.

The meeting was called to order at 7:02 pm.

2. Invocation and Pledge of Allegiance.

The Parks Advisory Board said the invocation and pledge of allegiance.

3. Citizen Input.

There were no Citizen's Comments.

4. Consider/Discuss/Act on community events for 2020.

Staff presented possible community events for 2020. The Parks Advisory Board provided direction to staff to look into the possibility of planning the following future events:

- Kid Fish at Lakeview or the pond in front of Natural Springs Park
- Music in the Park at Sherley Heritage Park
- Movie Nights
- Fun Runs and 5Ks
- Poochie BDay Bash in Association with Adopt a Dog Day
- Trunk or Treat
- A Big Musical Festival with Food Trucks & a Carnival

5. Consider/Discuss/Act on rules for Lakeview Park.

The Parks Advisory Board directed staff to bring forward rules for Lakeview Park to allow for non-motorized boats on the City's portion of the lake.

6. Sherley Heritage Park updates: Train Depot, Train & Restrooms.

Elden Baker provided an update on the train depot and exhibits, displays and memorabilia being donated from the Hope Center. Staff provided an update on the status of the train contract.

7. Parks Master Plan updates.

Several teams submitted for the Parks Master Plan. Interviews are underway. After the interviews are completed, a team will be chosen and contract brought before the City Council.

8. **Approve meeting minutes for December 2019 meeting.**

Meeting minutes will be brought to the next meeting.

9. **Request items on future agendas.**

The Parks Advisory Board would like staff to have a future agenda item on allowing alcohol in parks in association with certain events. The Parks Advisory Board would like to have a future agenda item on purchasing the vacant tract of land next to Sherley Heritage Park for the Collin McKinney house.

10. **Adjourn.**

Elden Baker made a motion to adjourn the meeting at 8:42 pm. Andy Michrina seconded the motion. All were in favor. Motion passed.

Approval of Minutes

Parks Advisory Board President