



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

November 12, 2013

7:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Regular Session at 7:30 p.m., November 12, 2013, at the Anna City Hall Administration Building, located at 111 North Powell Parkway (Hwy 5), to consider the following items.

Welcome to the City Council Meeting. Please sign the Sign-In-Sheet as a record of attendance. If you wish to speak on an open-session agenda item please fill out the Opinion/Speaker Registration Form and turn it in to the City Secretary before the meeting starts.

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Citizen comments. *Citizens are allowed 3 minutes to speak. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.*
4. Receive reports from Staff or the City Council about items of community interest. *Items of community interest include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen (but not including a change in status of a person's public office or public employment); a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.*

1. The Council may vote and/or act upon each of the items listed in this agenda.
2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

5. Consent Items. *These items consist of non-controversial or "housekeeping" items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.*
 - a. Approve City Council Minutes for October 22, 2013 Regular Meeting.
 - b. Review EDC Minutes of August 1, 2013 Regular meeting and September 12, 2013 Special meeting.
 - c. Review CDC Minutes of August 1, 2013 Regular Meeting and September 12, 2013 Special meeting.
 - d. Approve a Resolution regarding the approval of a Special Event Permit and authority to execute an Agreement with the Greater Anna Chamber of Commerce for the "Anna Centennial Celebration". (Maurice Schwanke)
 - e. Approve Resolution regarding street closures for the Anna Centennial Celebration. (Chief Jenks)
 - f. Approve "Pepper Family Addition" development plat. (Maurice Schwanke)
 - g. Approve "Nevil Addition" development plat. (Maurice Schwanke)
6. Public Hearing: (1st) For City Council to hear public comment regarding annexation of the following tract: A tract of land in the Thomas Ratton Survey, ABS A0782 generally located east of County Road 286, West of U.S. 75 and adjacent to the city limits, containing thirty-three acres of land more or less. (Maurice Schwanke)
7. Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a land Purchase and Sale Agreement with John Bradley. (City Manager)
8. Consider/Discuss/Action regarding a Resolution approving the FY 2014 Street Rehabilitation Project Plan. (Rob Woods)
9. Consider/Discuss/Action authorizing the City Manager to solicit bids for the South Well Ground Storage Rehabilitation Project. (Rob Woods)
10. Consider/Discuss/Action authorizing the City Manager to solicit bids for the Public Works and Municipal Annex Building Remodel Project. (Rob Woods)
11. Consider/Discuss/Action regarding a Resolution approving a Tower Site License Agreement with GCEC TELECOM. (City Manager)
12. Consider/Discuss/Action regarding a Resolution casting votes for a candidate or candidates for the Board of Directors, Collin Central Appraisal District. (City Council)

1. The Council may vote and/or act upon each of the items listed in this agenda.

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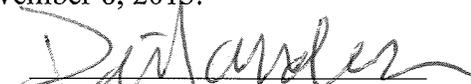
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

13. Discussion regarding November and December 2013 City Council meeting schedule. (City Manager)
14. CLOSED SESSION (EXCEPTIONS): Under Tex. Gov't Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:
 - a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code (**Tex. Gov't Code §551.071**);
 - b. discuss or deliberate the purchase, exchange, lease, or value of real property (**Tex. Gov't Code §551.072**); acquisition of land for hike and bike trail.
 - c. discuss or deliberate personnel matters: City Secretary Annual Review/Update; City Manager Annual Review. (**Tex. Gov't Code §551.074**).
 - d. discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the City is conducting economic development negotiations; or (2) To deliberate the offer of a financial or other incentive to a business prospect described by subdivision (1). (**Tex. Gov't Code §551.087**); proposed mixed use development.

The council further reserves the right to enter into executive session at any time throughout any duly noticed meeting under any applicable exception to the Open Meetings Act.

15. Consider/Discuss/Action on any items listed on posted agenda for November 12, 2013 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.
16. Adjourn.

This is to certify that I, Philip Sanders, City Manager, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m. November 8, 2013.


Philip Sanders, City Manager

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City of Anna City Council Agenda Staff Report

Council Meeting: November 12, 2013

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 11-7-13

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consent Items. *These items consist of non-controversial or "housekeeping" items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.*

- a. Approve City Council Minutes for October 22, 2013 Regular Meeting.
- b. Review EDC Minutes of August 1, 2013 Regular meeting and September 12, 2013 Special meeting.
- c. Review CDC Minutes of August 1, 2013 Regular Meeting and September 12, 2013 Special meeting.
- d. Approve a Resolution regarding the approval of a Special Event Permit and authority to execute an Agreement with the Greater Anna Chamber of Commerce for the "Anna Centennial Celebration". (Maurice Schwanke)
- e. Approve Resolution regarding street closures for the Anna Centennial Celebration. (Chief Jenks)
- f. Approve "Pepper Family Addition" development plat. (Maurice Schwanke)
- g. Approve "Nevil Addition" development plat. (Maurice Schwanke)
- h. Review P & Z Minutes of September 9, 2013 Regular Meeting.

RECOMMENDATION: Staff recommends approval of the consent items.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 11/05/13

Budgeted Amount: N/A

Exhibits: Yes No

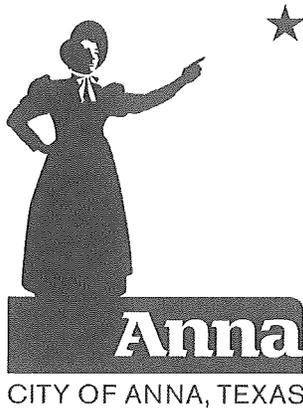
AGENDA SUBJECT: Approve a Resolution regarding the approval of a Special Event Permit and authority to execute an Agreement with the Greater Anna Chamber of Commerce for the “Anna Centennial Celebration”.

SUMMARY: The Greater Anna Chamber of Commerce has planned a parade and centennial celebration for Saturday December 14th from 7 am to 6 pm. The area includes Interurban Street between 4th Street and 2nd Street, 4th Street between Powell Parkway and Riggins, and 2nd Street between Powell Parkway and Interurban, and Interurban between 2nd and 5th Street. The attached map identifies the proposed areas. The activities include a parade, bounce houses, tents, music, games, and vendors.

If any houses or businesses are blocked prior written permissions will need to be obtained.

PARK BOARD ACTION: The Park board recommended approval of the Special Event Permit at a special meeting that was held on Thursday, November 7, 2013.

RECOMMENDED ACTION: Approval of the resolution approving the special event agreement.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Chief Jenks

Account Code #: _____

Budgeted Amount: _____

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action approving a Resolution regarding City of Anna Centennial Celebration street closures

SUMMARY: As part of the Centennial Celebration for the City of Anna (1913-2013), the City of Anna will participate in obtaining permission from TxDOT to close FM 2862 (4th Street) between SH 5 (Powell Pkwy) and Riggins Street between the hours of 7:00am and 5:00pm.

This request to TxDOT for permission to close the roadway(s) above is in addition to the original permit request to close applicable roadways for the the Christmas Parade

STAFF RECOMMENDATION: Pass the resolution



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 11/05/13

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Approve "Pepper Family Addition" development plat.

SUMMARY: This development plat is located within the extraterritorial jurisdiction of the City. The tract is in the Mark Roberts Survey, Abstract No. 742, and is 5.886 acres of land located north of County Road 427. The proposed improvements will be to construct a new home on the tract. The plat meets the City of Anna development plat requirements.

PLANNING AND ZONING ACTION: The Planning and Zoning Commission recommended approval of the development plat unanimously at their meeting November 4, 2013.

RECOMMENDED ACTION: Approval of the development plat



City of Anna City Council Agenda Staff Report

Council Meeting: November 12, 2013

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 11/05/13

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Approve "Nevil Addition" development plat.

SUMMARY: The development plat is located within the extraterritorial jurisdiction of the City. The tract is in the J.C. Neil Survey, Abstract No. 659. The tract contains 67.837 acres of land and is located east of Sister Grove Creek and north of Sam Rayburn Hwy. The comments listed below are staff's recommendations as follow:

1. The City Water Distribution Plan indicates the need for a water transmission easement along the north edge of the right-of-way line of State Highway 121. Please provide the reservation of a 20' utility easement adjacent to the proposed northern right-of-way line.
2. Please show the existing City Limits location.
3. Please show the proposed State Highway 121 right-of-way information. Information can be obtained from TXDOT.
4. A Surveyor seal needs to be added to the development plat.
5. Note needs to be added to the Development Plat as follows:

Prior to any construction (including site grading) in the floodplain a Development Permit from Collin County Engineering must be obtained.

PLANNING AND ZONING ACTION: The Planning and Zoning Commission recommended approval of the development plat at their meeting November 4, 2013 with the conditions that the above comments are met. The vote was unanimous.

RECOMMENDED ACTION: The comments have been complied with. Therefore, the Staff is recommending approval of this development plat.



City of Anna City Council Agenda Staff Report

Council Meeting: November 12, 2013

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 11/06/13

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Public Hearing: (1st) For City Council to hear public comment regarding annexation of the following tract: A tract of land in the Thomas Ratton Survey, ABS A0782 generally located east of County Road 286, West of U.S. 75 and adjacent to the city limits, containing thirty-three acres of land more or less.

SUMMARY: On December 8th of 2010 the City Council accepted and approved a three year 43.035/212 development agreement with Mixon Realty Company on 33 acres of land. Section 5 of the agreement states the following:

“By entering into the agreement shall be deemed to have property filed with the City a petition for voluntary annexation, consenting to voluntary annexation of the Property to be completed upon or after the end of the Term”.

The Term is ending therefore to ensure continued protection of the U.S. 75 corridor land uses the area should be annexed. This is the first of two public hearings that are required prior to the institution of annexation proceedings.

PLANNING AND ZONING ACTION: The Planning and Zoning Commission recommended approval of the annexation unanimously at their meeting November 4, 2013.

RECOMMENDED ACTION: Hold the Public Hearing.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013
Account Code # Collin County Open Space Grant
Amount: \$6,000

Staff Contact: City Manager

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a land Purchase and Sale Agreement with John Bradley.

SUMMARY: City Staff has negotiated an agreement for the purchase of a 0.798 acre tract of land located on FM 455. It is anticipated that this land will become part of the Slayter Creek Hike & Bike Trail system. Funds for this purchase are available from the Collin County Open Space Grant program.

RECOMMENDATION: Staff recommends approval of the attached Resolution authorizing the land purchase.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Robert Woods

Account Code # Street Dept. Budget

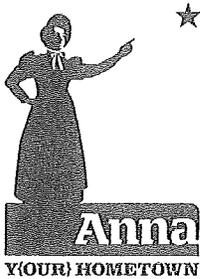
Budgeted Amount: \$100,000

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution approving the FY 2014 Street Rehabilitation Project Plan

The FY 2014 Annual Budget includes \$100,000 (engineering and construction) for a street rehabilitation projects. City staff is recommending dividing the upcoming year projects in to two phases. City staff is recommending that Phase 1 include pavement and drainage improvement of the following roadways/streets: County Road 371 (Exhibit 1) and East Fork Road (Exhibit 2). Upon completion of Phase 1 staff will revisit with City Council in January 2014 to go over staff further street rehabilitation recommendations for Phase 2. City staff has prepared exhibits 3 thru 6 as potential options for rehabilitation and or full reconstruction projects.

RECOMMENDATION: Staff recommends approval of the attached Resolution for the FY 2014 Phase 1 -Street Rehabilitation Project Plan.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Robert Woods

Account Code #: 2012 GTUA Bond/2012 City of Anna CO Bond

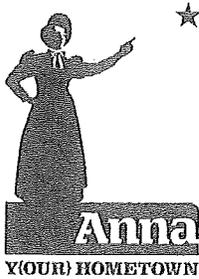
Budgeted Amount: \$190,000.00

Exhibits: X Yes No

AGENDA SUBJECT: Authorization to solicit bids for South Well Ground Water Storage Rehabilitation Project.

SUMMARY: Staff is recommending solicitation of bids for the rehabilitation of the South Well Ground Water Storage reservoirs. City's consultant performed inspection of the existing City's storage facilities this past summer 2013. This inspection revealed the need to perform rehabilitation on the two storage reservoirs located at the south well (300,000 and 100,000 gallons respectively). A detailed cost breakdown is provided as an attachment to this document. City staff is hoping to reduce the overall amount by bidding the rehabilitation of both reservoirs out together.

RECOMMENDATION: Staff recommends approval of this request.



City of Anna City Council Agenda Staff Report

Council Meeting: November 12, 2013

Staff Contact: Robert Woods

Account Code #2012 City of Anna CO Bond

Budgeted Amount: \$435,000.00

Exhibits: X Yes No

AGENDA SUBJECT: Authorization to solicit bids for Renovations of Public Works and Police/Utility Buildings.

SUMMARY: Staff is recommending solicitation of bids for the Renovations of Public Works and Police/Utility Buildings. The City's consultant has prepared plans and specifications to cover the proposed renovation and office expansion work for the Police and Utility Department Building and the Public Works Building. The Police and Utility Department building renovation is being performed to accommodate the relocation of the finance department personnel. The Public Works building expansion and renovation will accommodate the relocation of Planning and Development group as well as bringing the building into ADA compliance.

The Police/Utility Building renovation will consist of the remodeling of approximately 250 square feet (sf) of building space. The expansion and renovation of the Public Works Building will consist of the renovating approximately 1,425 sf of building space. The expansion will increase the square footage by approximately 2,510 sf of the building. The expansion will bring the total square footage of the Public Works Building to +/-4,450 sf of office space.

RECOMMENDATION: Staff recommends approval of this request.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2012
Account Code # _____
Budgeted Amount: _____

Staff Contact: City Manager

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution approving a Tower Site License Agreement with GCEC TELECOM.

SUMMARY: GCEC TELECOM has requested a license agreement that would allow them to mount antenna equipment on the City's water tower located at 3300 N Powell Parkway. GCEC plans to use the installation to provide wireless service to customers in northern Collin County.

The attached license agreement would allow GCEC to use this tower for a four year term. The City would receive a license fee of \$800 per month during the first two years and \$1000 per month during the final two years of the Agreement. The City is currently working with GCEC on a proposal to provide broadband fiber phone and internet service to all City buildings. Revenue from this tower license agreement will help off-set the cost of the new fiber telephone and internet service.

RECOMMENDATION: Staff recommends approval of the attached Resolution approving the Agreement.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2013

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 11-7-13

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action Approving a Resolution Voting for a candidate or candidates for the Board of Directors, Collin Central Appraisal District. (Philip Sanders)

SUMMARY: The Collin County Appraisal District has submitted the Official Ballot for casting votes for the Board of Directors for 2014-2015. The City of Anna gets to cast 7 votes. You may cast all votes for one candidate or distribute the votes among any number of the candidates listed. On September 10, 2013 council voted to nominate Tiffany Burleson to the list of candidates.

RECOMMENDATION: Staff recommends casting the city's votes for the Collin Central Appraisal District Board of Directors nominations



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: November 12, 2012

Account Code # _____

Budgeted Amount: _____

Staff Contact: City Manager

Exhibits: Yes No

AGENDA SUBJECT: Discussion regarding November and December 2013 City Council meeting schedule.

SUMMARY: In order to avoid potential scheduling conflicts, the City has typically elected not to place items on the City Council agendas for meetings scheduled on the Tuesdays immediately prior to the Thanksgiving and Christmas holidays. The second Council meeting in November is scheduled for November 26, two days prior to Thanksgiving Day on November 28. The second Council meeting in December is scheduled for Christmas Eve December 24 which is also a City Holiday. If no items are placed on these agendas, it will not be necessary for the Council to meet on November 26 and December 24.