



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

February 25, 2014

6:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Workshop Session at 6:30 p.m., February 25, 2014, at the Anna City Hall Administration Building, located at 111 N. Powell Parkway (Hwy 5), regarding the following items:

1. Call to Order.
2. Roll Call and Establishment of Quorum.
3. Discussion/Briefing regarding space needs assessment for City Facilities. (Clayton Fulton)
4. Briefing by the Police Department on applying for a Justice Assistance Grant to add a police officer to handle Crime Prevention/Victim's Assistance. (Chief Jenks)
5. **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 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.**

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.

Gov't Code §551.087); proposed retail development; proposed residential and mixed use developments.

- c. discuss or deliberate personnel matters: City Secretary Update; positions in Public Works Department including Parks Superintendent and Administration Assistant. **(Tex. Gov't Code §551.074)**.

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.

6. Consider/Discuss/Action on any items listed on posted agenda for February 25, 2014 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
7. Adjourn.

This is to certify that I, Natha Wilkison, City Secretary, 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., February 21, 2014.

Natha Wilkison

Natha Wilkison, City Secretary

1. The Council may vote and/or act upon each of the items listed in this agenda.
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**City of Anna
City Council Agenda
Staff Report**

Council Meeting: February 25, 2014

Staff Contact: Clayton Fulton

Account Code #: N/A

Date Prepared: 1/14/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Discussion regarding space needs assessment for City Facilities

SUMMARY: During the FY 14 budget preparations, staff discussed the need for a consultant to review our current needs for space determine what you future space and facility needs will be at certain population points.

Melissa Vokey from BV architects will present the results of her study during the workshop session. Ms. Vokey will illustrate the potential size and costs of city facilities to meet the needs for each department based upon staffing levels at 15,000, 25,000 and 50,000 in population.

Preliminary planning budgets have also been established as well as land needs based upon various configurations and designs.

RECOMMENDATION: None



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

Council Meeting: February 25, 2014

Staff Contact: Chief Jenks

Account Code #: _____

Budgeted Amount: _____

Exhibits: Yes No

AGENDA SUBJECT: Briefing by the Police Department on applying for a Justice Assistance Grant to add a police officer to handle Crime Prevention/Victim's Assistance

SUMMARY: The Police Department has been notified that there are Justice Assistance Grant funds available, and Staff has analyzed the types of grants that are available, taking into consideration that the Police Department will need to grow in the near future. We are considering a grant request that would fund a sworn police officer position that will deal with Assistance to Victims and expand our current Crime Prevention programs.

Sgt. Caponera, our grant coordinator, will brief the Council on the details of a possible grant proposal. Before we submit an application, we want to make the Council is aware of the grant details, including any continuing financial obligations the City would have after the grant funds expire.

The Deadline for submitting a grant application is February 28.



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

February 25, 2014

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., February 25, 2014, 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 February 11, 2014 Regular Meeting.
 - b. Receive the Annual Report on the Police Department Seizure Account. (Chief Jenks)

6. (a) Public Hearing: To hear public comments on proposed amendments to the Comprehensive Plan concerning the 2014 Water Distribution System Master Plan and the 2014 Wastewater Collection System Plan elements. (Maurice Schwanke)
 - (b) Consider/Discuss/Action adopting an ordinance of the City of Anna on proposed amendments to the regarding the 2014 Water Distribution System Master Plan and the 2014 Wastewater Collection System Master Plan elements. (Maurice Schwanke)

7. (a) Public Hearing: City Council to hear public comment on proposed 2014 amendments to the Land Use Assumptions, Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees and presentation by staff regarding same. (Maurice Schwanke)
 - (b) Consider/Discuss/Action on a Resolution adopting amendments to the Land Use Assumptions, Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees. (Maurice Schwanke)

8. (a) Public Hearing: City Council to hear public comment on Land Use Assumptions and Capital Improvements Plan for proposed adoption of Roadway Impact Fees and presentation by staff regarding same. (Maurice Schwanke)
 - (b) Consider/Discuss/Action on a resolution adopting Land Use Assumptions and Capital Improvement Plan for proposed adoption of Roadway Impact Fees. (Maurice Schwanke)

9. Consider/Discuss/Action on a resolution setting the date and time for a public hearing on the adoption of proposed Roadway Impact Fees. (Maurice Schwanke)

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.

10. 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 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 retail development; proposed residential and mixed use developments.
- c. discuss or deliberate personnel matters: City Secretary Update; positions in Public Works Department including Parks Superintendent and Administrative Assistant. (**Tex. Gov't Code §551.074**).

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.

11. Consider/Discuss/Action on any items listed on posted agenda for February 25, 2014 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

12. Adjourn.

This is to certify that I, Natha Wilkison, City Secretary, 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. February 21, 2014.

Natha Wilkison

Natha Wilkison, City Secretary

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.



City of Anna City Council Agenda Staff Report

Council Meeting: February 25, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 2-20-14

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 February 11, 2014 Regular Meeting.
- b. Receive the Annual Report on the Police Department Seizure Account. (Chief Jenks)

RECOMMENDATION: Staff recommends approval of the consent items.



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

Council Meeting: February 25, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 02/20/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: (a) Public Hearing: To hear public comments on proposed amendments to the Comprehensive Plan concerning the Water Distribution System Plan and the Wastewater Collection System Plan elements.

(b) Consider/Discuss/Act on recommendation regarding an ordinance of the City of Anna on proposed amendments to the Water Distribution System Master Plan and the Wastewater Collection System Master Plan elements.

SUMMARY: In order to ensure that adequate provision of water distribution elevated and ground storage and water supply is available water distributions system master plans need to be adopted and periodically amended. This document prepared by our consulting engineers using hydraulic modeling helps the City ensure that adequate elements are in place and appropriate sized distribution mains are installed as development occurs according to the land uses identified in the Comprehensive Plan.

Also, in order to ensure that adequate collection and treatment of wastewater is available wastewater collection system master plans need to be adopted and periodically amended. This document prepared by our consulting engineers modeling of our system helps the City ensure that adequate elements are in place and appropriate sized collection mains are installed as development occurs according to the land uses identified in the Comprehensive Plan.

PLANNING AND ZONING ACTION: The Planning and Zoning Commission met on February 3 to discuss these documents and recommended approval. The Planning and Zoning Commission will hold a public hearing at a Special meeting on February 24th, 2014 for recommendation regarding this agenda item.

RECOMMENDED ACTION: Approval of the Ordinance amending the Comprehensive Plan.



City of Anna City Council Agenda Staff Report

Council Meeting: February 25, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 02/20/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: (a) Public Hearing: City Council to hear public comment on proposed 2014 amendments to the Land Use Assumptions, Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees and presentation by staff regarding same.

(b) Consider/Discuss/Action on a Resolution adopting amendments to the Land Use Assumptions and Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees.

SUMMARY: Every 5 years the Land Use Assumptions, Capital Improvement Plan needs to be reviewed. Revised documents have been prepared. In accordance with Subchapter C, Section 395-055 of the Texas Local Government Code, a public hearing is required to consider amendments to the Land Use Assumptions, Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees.

IMPACT FEE ADVISORY COMMITTEE The Advisory Committee met on January 6th, and January 21st to review and consider the documents which included the Impact Fee Advisory Committee and they recommended approval of the Land Use Assumptions, Capital Improvement Plan and Amendments to the Water and Wastewater Impact Fees. The **Maximum Water Impact Fee per Service Unit is \$4,674** and the **Maximum Wastewater Impact Fee per Service Unit is \$4,610**. Currently, the City imposes a \$2,000 water impact fee per service unit and a \$2,000 wastewater impact fee per service unit.

The Advisory Committee has submitted a letter to the City Council concurring with the findings.

RECOMMENDED ACTION: The staff is recommending that the City Council accept the findings and leave the water and wastewater impact fees at \$2,000 each.



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

Council Meeting: February 25, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 02/20/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: (a) Public Hearing: City Council to hear public comment on Land Use Assumptions and Capital Improvements Plan for proposed adoption of Roadway Impact Fees and presentation by staff regarding same.

(b) Consider/Discuss/Action on a resolution adopting Land Use Assumptions and Capital Improvement Plan for proposed adoption of Roadway Impact Fees.

SUMMARY: In accordance with Subchapter C, Section 395.044 of the Texas Local Government Code, a public hearing to consider Land Use Assumptions and a Capital Improvement Plan under which a Roadway Impact Fee may be imposed is required. The staff has prepared the Land Use Assumptions while the City's Consulting Engineer prepared the Capital Improvement Plan. The assumptions and Plans for Roadways only include the area within the City Limits whereas the Water and Wastewater assumptions and plans are for the City Limits and extraterritorial jurisdiction.

IMPACT FEE ADVISORY COMMITTEE: The Impact Fee Advisory Committee has reviewed the attached documents and recommend the approval of the Land Use Assumptions and the Capital Improvement Plan

RECOMMENDED ACTION: Approval of the Land Use Assumptions and a Capital Improvement Plan for Roadways.



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

Council Meeting: February 25, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 02/ 20/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action on a resolution setting the date and time for a public hearing on the adoption of proposed Roadway Impact Fees.

SUMMARY: Since Roadway Impact Fees have never been adopted by the City an additional public hearing for the actual adoption of the fee is required. Therefore, the actual Public Hearing for the adoption of the Roadway Impact fee date is being set for April 8th.

RECOMMENDED ACTION: .Approval of Resolution setting Public Hearing Date.