



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

June 10, 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., June 10, 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. Administer the Statement of Elected Officer and the Oath of Office and present Certificate of Election to newly elected officials. (City Secretary)
4. Review Draft FY 2015 Department Budgets. (City Manager)
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 the purchase, exchange, lease, or value of real property (**Tex. Gov't Code §551.072**); acquisition of right-of-way, easements, and land for municipal facilities;

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.

- c. 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 residential and retail developments;

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 June 10, 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., June 6, 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: June 10, 2014

Staff Contact: Natha Wilkison

Account Code #: N/A

Date Prepared: 6-05-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Administer the Statement of Elected Officer and the Oath of Office and present Certificate of Election to newly elected officials. (City Secretary)

SUMMARY: According to the City Charter each newly-elected person to the City Council is entitled to be inducted into office at the first regular City Council meeting following the election that the newly-elected member attends. Also according to the City Charter all elected and appointed officers of the City must take and sign an oath of office based on those prescribed for state elective and appointed offices, respectively, in the Constitution of the State of Texas.

The Statement of Elected Officer and the Oath of Office will be given to the newly elected officials.



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

Council Meeting: June 10, 2014

Staff Contact: Clayton Fulton

Account Code #: N/A

Date Prepared: 06/04/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Review Draft FY 15 Department Budgets.

SUMMARY: Staff will review the following draft budgets with the City Council:

- Planning and Development
- Parks
- Streets

The combined budget for these departments is 24% of the General Fund Budget for FY 14.

RECOMMENDED ACTION: None



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

June 10, 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., June 10, 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.*
5. Consider/Discuss/Action regarding electing the Mayor Pro Tem as directed in the City Charter. (City Council)

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.

6. Consider/Discuss/Action regarding electing the Deputy Mayor Pro Tem as directed in the City Charter. (City Council).
7. 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 May 27, 2014 Regular Meeting.
 - b. Approve a Resolution approving the Phebus Development Plat. (Maurice Schwanke)
 - c. Review P & Z Minutes for April 7, 2014 and May 12, 2014. (Maurice Schwanke)
 - d. Review Impact Advisory Committee Minutes for Jan 6, 2014, Jan 21, 2014, March 3, 2014 and May 12, 2014. (Maurice Schwanke)
 - e. Approve a Resolution setting the Public Hearing Dates, Times for Roadway Impact Fees. (Maurice Schwanke)
8. Consider/ Discuss/Action regarding an Resolution adopting a Water Conservation Plan. (City Manager)
9. Consider/Discuss/Action regarding an Ordinance amending the Anna City Code of Ordinances by amending Part II, Article 8 (Building Regulations), Section 16 (Lawn and Landscape Irrigation Restrictions). (City Manager)
10. Briefing/Update regarding a Fire Department grant application. (Chief Gothard)
11. Briefing/Update regarding roadway impact fee study. (Maurice Schwanke)
12. 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 right-of-way; easements; and land for municipal facilities;

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.

- c. 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 residential and retail developments;

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.

13. Consider/Discuss/Action on any items listed on posted agenda for June 10, 2014 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.
14. 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. June 6, 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.
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**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 10, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-05-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding electing the Mayor Pro Tem as directed in the City Charter. (City Council)

SUMMARY: According to the City Charter the Mayor Pro-Tem is a Council Member elected by the City Council at the first regular meeting after each election of Council Members and/or Mayor. The Mayor Pro-Tem must act as Mayor during the disability or absence of the Mayor, and in this capacity has the rights conferred upon the Mayor.

RECOMMENDATION: Staff recommends electing the Mayor Pro-Tem.



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

Council Meeting: June 10, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-05-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding electing the Deputy Mayor Pro Tem as directed in the City Charter. (City Council)

SUMMARY: According to the City Charter the Deputy Mayor Pro-Tem is a Council Member elected by the City Council at the first regular meeting after each election of Council Members and/or Mayor. The Deputy Mayor Pro-Tem must act as Mayor during the disability or absence of the Mayor and Mayor Pro Tem, and in this capacity has the rights conferred upon the Mayor.

RECOMMENDATION: Staff recommends electing the Deputy Mayor Pro-Tem.



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

Council Meeting: June 10, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-06-14

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 May 27, 2014 Regular Meeting.
- b. Approve a Resolution approving the Phebus Development Plat. (Maurice Schwanke)
- c. Review P & Z Minutes for April 7, 2014 and May 12, 2014. (Maurice Schwanke)
- d. Review Impact Advisory Committee Minutes for Jan 6, 2014, Jan 21, 2014, March 3, 2014 and May 12, 2014. (Maurice Schwanke)
- e. Approve a Resolution setting the Public Hearing Dates, Times for Roadway Impact Fees. (Maurice Schwanke)

RECOMMENDATION: Staff recommends approval of the consent items.



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

Council Meeting: June 10, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 06/04/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Approve a Resolution regarding "Phebus Addition" Development plat.

SUMMARY:

The development plat submitted is located within the extraterritorial jurisdiction of the City. The tract is in the W.W. Roberts Survey, Abstract No. 785 and contains approximately 5.079 acres of land. The property is located at 8677 County Road 512. The owner is proposing to build a house and several out building structures on the tract. The plat meets the City of Anna development plat requirements.

PLANNING AND ZONING ACTION: The Planning and Zoning recommended approval of the development plat at their June 2, 2014 meeting. The vote was unanimous.

RECOMMENDED ACTION: Approval of development plat



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

Council Meeting: June 10, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 06/04/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Approve a Resolution setting Public Hearing Dates, Times for Roadway Impact Fees.

SUMMARY: As part of the requirements of Section 395 of the Local Government Code concerning the adoption of Impact Fees the City Council is required to hold a public hearing. The City is anticipating holding the public hearing on July 22th of 2014. The Cities Impact Fee Advisory Committee has reviewing the Land Use Assumptions for Roadway Impact Fees, Roadway Impact Fee Capital Improvement Plan, as part of the process. They will be providing the Council their results and recommendations. This process established by the Local Government Code is required every 5 years if a city has impact fees or is planning on adopting impact fees.

RECOMMENDED ACTION: Set the Public Hearing for Impact Fees.



City of Anna City Council Agenda Staff Report

Council Meeting: June 10, 2014
Account Code # _____
Amount: _____

Staff Contact: City Manager

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution adopting a Water Conservation Plan.

SUMMARY: Water supply has always been a key issue in the development of Texas. In recent years, the increasing population and economic development of North Central Texas have led to growing demands for water supplies. At the same time, local and less expensive sources of water supply are largely already developed. Additional supplies to meet future demands will be expensive and difficult to secure. Severe drought conditions in recent years have highlighted the importance of efficient use of our existing supplies to make them last as long as possible. This will delay the need for new supplies, minimize the environmental impacts associated with developing new supplies, and delay the high cost of additional water supply development.

Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation and drought contingency plans for wholesale and retail water suppliers. The attached Water Conservation Plan is based on a model plan drafted by Greater Texoma Utility Authority (GTUA) utilizing the Model Water Conservation Plan prepared by Freese and Nichols, Inc. for the North Texas Municipal Water District (NTMWD). Greater Texoma Utility Authority is a customer of the NTMWD and receives treated water from the NTMWD for delivery to several GTUA Member Cities and Customers including the City of Anna. As a customer of NTMWD, GTUA revised the NTMWD plan to be used for GTUA Member Cities and Customers receiving treated water from NTMWD. The GTUA model plan was prepared pursuant to Texas Commission on Environmental Quality rules.

The objectives of this water conservation plan are as follows:

- To reduce water consumption from the levels that would prevail without conservation efforts.
- To reduce the loss and waste of water.
- To improve efficiency in the use of water.
- Encourage efficient outdoor water use.
- To extend the life of current water supplies by reducing the rate of growth in demand.

Water Conservation Plans are required to be updated every five years, and this plan will replace the Water Conservation plan adopted by the City in May of 2009. New in the 2014 Plan are several requirement related to outdoor irrigation including:

- During non-drought periods, a limitation on landscape watering with sprinklers or irrigation systems at each service address to no more than two days per week April 1 – October 31, and no more than one day per week November 1 – March 31. Drought contingency plans, such as the current Stage 3 response, include additional restrictions on outdoor irrigation.
- A prohibition on the use of potable water to fill or refill residential amenity ponds, and any other natural or manmade ponds. This does not restrict the filling or maintenance of pond levels by the effect of natural water runoff or the introduction of well water into the pond.
- A prohibition on overseeding, sodding, sprigging, broadcasting or plugging with cool season grasses or watering cool season grasses, except for golf courses and athletic fields.

RECOMMENDATION: Staff recommends approval of the attached Resolution adopting a Water Conservation Plan.



City of Anna City Council Agenda Staff Report

Council Meeting: June 10, 2014
Account Code # _____
Amount: _____

Staff Contact: City Manager

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding an Ordinance amending the Anna City Code Of Ordinances by amending Part II, Article 8 (Building Regulations), Section 16 (Lawn And Landscape Irrigation Restrictions).

SUMMARY: As part of the 2014 Water Conservation Plan, the City is required to adopt certain landscape water management measures. These measures are required by North Texas Municipal Water District, and therefore passed on to the Greater Texoma Utility Authority Member Cities and Customers (including Anna). The measures represent minimum measures to be implemented and enforced in order to irrigate the landscape appropriately, and are to remain in effect on a permanent basis unless water resource management stages are declared.

The attached Ordinance amends Part II, Article 8, Section 16, of the Anna City Code of Ordinances to include the required landscape and water management measures. The more substantive amendments include the following requirements:

- During non-drought periods, a limitation on landscape watering with sprinklers or irrigation systems at each service address to no more than two days per week April 1 – October 31, and no more than one day per week November 1 – March 31. Drought contingency plans, such as the current Stage 3 response, include additional restrictions on outdoor irrigation.
- A prohibition on the use of potable water to fill or refill residential amenity ponds, and any other natural or manmade ponds. This does not restrict the filling or maintenance of pond levels by the effect of natural water runoff or the introduction of well water into the pond.
- A prohibition on overseeding, sodding, sprigging, broadcasting or plugging with cool season grasses or watering cool season grasses, except for golf courses and athletic fields.

RECOMMENDATION: Staff recommends approval of the attached Ordinance.



City of Anna City Council Agenda Staff Report

Council Meeting: June 10, 2014

Staff Contact: Chief Gothard

Account Code #: _____

Budgeted Amount: _____

Exhibits: Yes No

AGENDA SUBJECT: Briefing/Update regarding a Fire Department grant application.

SUMMARY: This is a sub-applicant grant with TDEM (Texas Division of Emergency Management) for a 2014 Pre-Disaster Mitigation (PDM) Grant Program through FEMA. Deadline is June 30, 2014. Request will be made for Emergency Generators for Emergency Facilities in the City.

25% cost share commitment of the sub-grantee.

RECOMMENDATION:

Approval to move forward with the grant process.



City of Anna City Council Agenda Staff Report

Council Meeting: June 10, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 06/04/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Briefing/Update regarding Roadway Impact Fee Study.

SUMMARY: The Impact Advisory Committee has met and has made a recommendation concerning the Roadway Impact Fee Land Use Assumptions and the Roadway Capital Improvement Program. The findings for the of the Advisory Committee are that the Roadway Impact Fee Land Use Plan to be consistent with the City's Comprehensive Plan; and the Roadway Impact Fee Capital Improvements Plan to be consistent with the Roadway Impact Fee Land Use Plan. Attached is the Impact Fee Advisory Committee recommendation letter.

The City has been divided into two areas for analysis and calculations. Powell Parkway is the dividing line for the areas. Based on the Plans Area 1 west of Powell Parkway has a maximum impact fee cost per service unit equivalency of \$702 and the Area 2 east of Powell Parkway has a maximum impact fee cost per service unit equivalency of \$616.50.

The type of land use is then multiplied by the PM Peak Trips X Average trip length by use to generate the impact fee.

RECOMMENDED ACTION: No Action Required.