



## **CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP**

**September 23, 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., September 23, 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. Briefing/Discussion regarding East Fork Circle paving. (City Manager)
4. Briefing/Discussion regarding improvements to US 75. (City Manager)
5. Briefing/Discussion regarding improvements to wastewater treatment plant. (City Manager)
6. **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;
  - 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

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.

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;

- d. discuss or deliberate personnel matters: City Secretary Annual Review and update; City Manager Annual Review; Boards and Commissions. **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.

7. Consider/Discuss/Action on any items listed on posted agenda for September 23 2014 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
8. 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., September 19, 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 AGENDA NOTICE – CITY COUNCIL REGULAR MEETING**

**September 23, 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., September 23, 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 September 2, 2014 City Council Special Minutes.
  - b. Approve September 9, 2014 City Council Regular Minutes.
  - c. Approve Resolution regarding “Glowfest” Special Event Permit.(Maurice Schwanke)
  - d. Approve Resolution regarding Disc Golf Tournament Special Event Permit. (Maurice Schwanke)
  - e. Approving a Resolution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Economic Development Corporation.(Jessica Perkins)
  - f. Approving a Resolution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Community Development Corporation.(Jessica Perkins)
  - g. Approve a Resolution regarding amendments to the Anna Economic Development Corporations bylaws. (Jessica Perkins)
  - h. Approve a Resolution regarding amendments to the Anna Community Development Corporation bylaws. (Jessica Perkins)
6. Public Hearing: For City Council to hear public comment regarding the creation of a Public Improvement District for the Villages of Hurricane Creek. (City Attorney)
7. (a) Public Hearing: For City Council to hear public comment regarding “SASM” Investment Addition” Final Plat. (Maurice Schwanke)
  - (b) Consider/Discuss/Action regarding “SASM” Investment Addition” Final Plat. (Maurice Schwanke)
8. Consider/Discuss/Action regarding an Ordinance adopting Road Impact Fees. (Maurice Schwanke)
9. Consider/Discuss/Action regarding a Resolution approving an Interlocal Agreement for Child Abuse Investigation Services Law Enforcement Services. (Chief Jenks)
10. Consider/Discuss/Action regarding a Resolution approving a pay classification plan. (City Manager)
11. 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:

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.

- 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;
- 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;
- d. discuss or deliberate personnel matters: City Secretary Annual Review and Update; City Manager Annual Review; Boards and Commissions. (**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.

12. Consider/Discuss/Action on any items listed on posted agenda for September 23, 2014 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

13. 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. September 19, 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: September 23, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 9-17-14

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 September 2, 2014 City Council Special Minutes.
- b. Approve September 9, 2014 City Council Regular Minutes.
- c. Approve Resolution regarding "Glowfest" Special Event Permit.(Maurice Schwanke)
- d. Approve Resolution regarding Disc Golf Tournament Special Event Permit. (Maurice Schwanke)
- e. Approving a Resolution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Economic Development Corporation.(Jessica Perkins)
- f. Approving a Reso;ution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Community Development Corporation.(Jessica Perkins)
- g. Approve a Resolution regarding bylaw amendments to the Anna Economic Development Corporations bylaws. (Jessica Perkins)
- h. Approve a Resolution regarding bylaw amendments to the Anna Community Development Corporation bylaws. (Jessica Perkins)

**RECOMMENDATION:** Staff recommends approval of the consent items.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 09/18/14

Budgeted Amount: N/A

Exhibits:  Yes  No

**AGENDA SUBJECT:** Approve a Resolution regarding “Glow Fest” Special Event Permit.

**SUMMARY:** The annual Glow Fest is scheduled for Saturday, October 25<sup>th</sup> at Slayter Creek Park and is sponsored by the Greater Anna Chamber of Commerce. The event will include a children’s area with bounce houses, trick/or treat candies, games, live music with stage, vendors and Hot air balloons.

**PARK BOARD RECOMMENDATION:** The Park Board recommended approval of the proposed event unanimously at their meeting on August 18, 2014.

**RECOMMENDED ACTION:** Approval of event and Resolution of Agreement subject to obtaining appropriated insurances.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 09/18/14

Budgeted Amount: N/A

Exhibits:  Yes  No

**AGENDA SUBJECT:** Approve a Resolution regarding “Disc Golf Tournament” Special Event Permit.

**SUMMARY:** The City has received a special event permit application for the request to sponsor a “Disc Golf Tournament”, submitted from Ms. Greta Adams, representative for the Anna Education Foundation. The location for the event would be held at the Disc Golf Course located at Slayter Creek, however, the date for the event is November 1. The Anna ISD Education Foundation would like to make this an annual event.

**PARK BOARD RECOMMENDATION:** The Park Board recommended approval of the proposed event unanimously at their meeting on September 15, 2014. The date requested (from application) approved by the Parks Board is November 1, 2014.

**RECOMMENDED ACTION:** Approval of the Resolution regarding Special Event Permit.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014  
Account Code #: 6735  
Budgeted Amount: \$19,500

Staff Contact: Jessica Perkins

Exhibits:  Yes  No

**CONSENT AGENDA SUBJECT:** Approving a Resolution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Economic Development Corporation.

**SUMMARY:** The EDC and CDC have historically supported the annual events of the GACC. For the past three years the Corporations have entered into a fiscal year agreement for sponsorship. The annual agreement has allowed for better planning and budgeting.

The GACC hosts 5 annual events a year: Glow Fest, Christmas Parade, Awards Banquet, Golf Tournament, and July 4<sup>th</sup> Celebration. A couple years ago the corporations decided to change up the funding to better match the strategies of each corporation. The EDC Corporation has previously funded the GACC at \$19,500 per year. The breakdown of sponsorship being requested by the EDC per event is below:

Glow Fest – \$7500  
Annual Banquet – \$5000  
July 4<sup>th</sup> Fireworks - \$7000

This past year the GACC gathered the following information at each event:

Glow Fest – 4000 attendees  
Annual Banquet – 235 attendees  
July 4<sup>th</sup> Fireworks – 2000 attendees

The EDC has approved the FY 2014-2015 agreement with the Chamber that is attached for your review.

**STAFF RECOMMENDATION:** Staff recommends you approve the agreement.



## City of Anna City Council Agenda Staff Report

Council Meeting: Sept. 23, 2014

Staff Contact: Jessica Perkins

Account Code #: 6735

Budgeted Amount: \$20,500

Exhibits:  Yes  No

**CONSENT AGENDA SUBJECT:** Approving a Resolution regarding Annual Sponsorship with Greater Anna Chamber of Commerce and Anna Community Development Corporation.

**SUMMARY:** The EDC and CDC have historically supported the annual events of the GACC. For the past several years the Corporations have entered into a fiscal year agreement for sponsorship. The annual agreement has allowed for better planning and budgeting.

The GACC hosts 5 annual events a year: Glow Fest, Christmas Parade, Awards Banquet, Golf Tournament, and July 4<sup>th</sup> Celebration. A couple years ago the corporations decided to change up the funding to better match the strategies of each corporation. The CDC Corporation has previously funded the GACC at \$20,500 per year. The breakdown of sponsorship being requested by the CDC per event is below:

Glow Fest – \$7500  
Christmas Parade – \$2500  
Annual Banquet – \$500  
Golf Tournament – \$3000  
July 4<sup>th</sup> Fireworks - \$7000

This past year the GACC gathered the following information at each event:

Glow Fest – 4000 attendees  
Christmas Parade – 33 parade participant groups  
Annual Banquet – 235 attendees  
Golf Tournament – 18 teams  
July 4<sup>th</sup> Fireworks – 2000 attendees

The CDC has approved the FY 2014-2015 agreement with the Chamber that is attached for your review.

**STAFF RECOMMENDATION:** Staff recommends you approve the agreement.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Jessica Perkins

Account Code #: n/a

Budgeted Amount: n/a

Exhibits:  Yes  No

**AGENDA SUBJECT:** Approve a Resolution regarding bylaw amendments to the Anna Economic Development Corporations bylaws.

**SUMMARY:** The bylaws for the EDC have not been amended since 2011. The board desires to amend the bylaws to allow for an appointed volunteer to serve in the capacity of Secretary. Additionally, several items were removed and replaced with a reference to the City's Ethics Code, as amended. This change to reference the City's Ethics Code will keep the bylaws up-to-date as well as allow issues that are in conflict with the Ethics Code to be addressed more efficiently with better applicability.

**STAFF RECOMMENDATION:** Staff recommends you approve the by-law change.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Jessica Perkins

Account Code #: n/a

Budgeted Amount: n/a

Exhibits:  Yes  No

**AGENDA SUBJECT:** Approve a Resolution regarding bylaw amendments to the Anna Community Development Corporations bylaws.

**SUMMARY:** The bylaws for the CDC have not been amended since 2011. The board desires to amend the bylaws to allow for an appointed volunteer to serve in the capacity of Secretary. Additionally, several items were removed and replaced with a reference to the City's Ethics Code, as amended. This change to reference the City's Ethics Code will keep the bylaws up-to-date as well as allow issues that are in conflict with the Ethics Code to be addressed more efficiently with better applicability.

**STAFF RECOMMENDATION:** Staff recommends you approve the by-law change.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Clark McCoy

Account Code #: \_\_\_\_\_

Budgeted Amount: \_\_\_\_\_

Exhibits:  Yes       No

**AGENDA SUBJECT:** Public Hearing: For City Council to hear public comment regarding the creation of a Public Improvement District for the Villages of Hurricane Creek. (City Council)

**SUMMARY:** The City received a petition signed by the owners of an undeveloped tract commonly referred to as the Villages of Hurricane Creek, which is a 368.2 acre tract generally located in the city limits north of FM 455, west of Interstate Highway 75, and east of Anna's western city limits (the "Property"). The Petition requests that the City create a public improvement district ("PID") over the Property. At its August 28, 2014 special meeting the Council set a public hearing on the advisability of creating the PID.

A PID is a district that can be created by a municipality under Chapter 372 of the Texas Local Government Code. The district includes a certain area of property for which public improvements are needed. When a City creates a PID, bonds can be issued to help finance public improvements that specifically benefit the district. The bonds generate some of the initial capital required for the public infrastructure, including but not limited to water, sewer, roadways, drainage, landscaping, sidewalks, parks and open space, together with the design, construction and maintenance of any ancillary structures, features or amenities such as trails, playgrounds, walkways, lighting and similar items located in the development as well as similar off-site projects that provide a benefit to the district.

If created, the PID would make assessments against the owners of the Property to pay the debt service on the bonds. The assessments would initially be paid by the developer. Once the property is developed the assessments would be paid by the individual lot owners according to an assessment plan. The developer and the City's financial advisor are also in support of creating a Tax Increment Reinvestment Zone ("TIRZ") on the property as an additional means of financing public improvements.

City staff has been working with the developer as well as the City's financial advisor and bond counsel in support of this development, which would be Anna's first new residential development west of U.S. 75. Staff is supportive of a development concept that would diversify the City's housing stock by providing higher-priced homes in a master planned community with public parks and amenities that would draw new residents to Anna. Staff will recommend the creation of a PID and a TIRZ if the developer commits to delivering the type of development that staff believes would greatly benefit the City.

The subject development is slated for single-family homes and related amenities. The current owners are under contract to sell the development to an entity affiliated with Centurion American ("Centurion"), which has been involved in the development of Oak Hollow, Northpointe Crossing, and Sweetwater Crossing. Most of Centurion's other single-family developments are in or near the Metroplex, with several being located in and/or planned for communities in Collin County including McKinney, Frisco, Prosper, Allen, and Celina. Some of Centurion's marketing materials of their single-family developments can be found here:

<http://centurionamerican.com/county/single-family/>

City Staff and the City Attorney are currently working with the developer and the current owners of the Property in drafting a subdivision improvement agreement that would govern development of the Property and the financing of the public improvements through the PID and an overlapping TIRZ. This public hearing is on the advisability of creating the PID.

Originally, it was anticipated that at this meeting the Council could consider and act on both the subdivision improvement agreement and creation of the PID. However, staff and the developer are not far enough along in the process for those action items. It is currently anticipated that the action items will be ready for one of the October Council meetings. To comply with the hearing requirements under Chapter 372, staff is recommending that the public hearing be opened tonight and that it be held over until the first meeting in October.

**RECOMMENDED ACTION:** Open and begin a public hearing on the advisability of creating the PID. Once all interested persons have had an opportunity to comment on the PID, approve a motion to suspend the public hearing and continue the public hearing on October 14, 2014 at 7:30 p.m.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 09/18/14

Budgeted Amount: N/A

Exhibits:  Yes  No

**AGENDA SUBJECT:** (a) Public Hearing: For City Council to hear public comment regarding "SASM Investment Addition" Final Plat.

(b) Consider/Discuss/Action regarding "SASM" Investment Addition" Final Plat.

**SUMMARY:** This plat is part of a larger lot that was subdivided illegally. As such the remedy is for the owners of the tract to re-plat with a public hearing at the City Council. Additionally, the City is encouraging the remainder tract owners to also re-plat their property. The staff is recommending approval of this re-plat.

**PLANNING AND ZONING ACTION:** The Planning and Zoning recommended approval of the final plat at their September 9, 2014 meeting. The vote was unanimous.

**RECOMMENDED ACTION:** Approval of final plat.



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 09/18/14

Budgeted Amount: N/A

Exhibits:  Yes  No

**AGENDA SUBJECT:** Consider/Discuss/Action regarding an Ordinance adopting Road Impact Fees.

**SUMMARY:** A public hearing was held on September 9th, 2014 council meeting concerning an ordinance adopting Road Impact Fees as required under chapter 395 of the Local Government Code. The attached ordinance sets the maximum roadway impact for service area 1 at \$702.00 and a maximum roadway impact fee of \$616.50 for service area 2. Additionally, the ordinance places the assessment at or less than the proposed maximums. For example if the Council set the assessment at \$333.34 per service unit per service area the impact fee would be \$1,000 ( $\$333.34 * 1 \text{ service unit} * x 3 \text{ vehicle miles - rounded}$ ) for a single family permit and a 10,000 square foot shopping center would be \$12,367 [ $333.34 * (10,000/1000 \text{ service unit}) * 3.71 \text{ vehicle miles}$ ]. It should be noted that the vehicle miles calculation are from the – ITE (Institute of Transportation Engineers) Trip Generation Manual 9<sup>th</sup> edition (see attached Table).

**RECOMMENDED ACTION:** After reviewing neighboring City assessed rates the example above appears to be competitive and would not overburden development. The staff is recommending that the Council establish the maximum rate for each service area and adopt the assessment rate of \$333.34 per service unit rounded to the nearest dollar for both service areas.



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

Council Meeting: September 23, 2014

Staff Contact: Chief Jenks

Account Code #: \_\_\_\_\_

Budgeted Amount: \_\_\_\_\_

Exhibits:  Yes       No

**AGENDA SUBJECT:** Consider/Discuss/Action approving an interlocal agreement with Collin County for Special Crimes Investigations by law enforcement officers assigned to the Child Advocacy Center.

**SUMMARY:** Crimes involving victims younger than 17 years of age are often special cases requiring a particular expertise. The Child Advocacy Center of Collin County is specially trained and equipped to conduct these types of investigations for us and does so via this agreement.

The cost charged by the CAC for these services is \$7,500.77 per year.

The agreement sent to us by Collin County has a section that has language that is not in the City's best interest. Section 7.01, Civil Liability, should be removed from the agreement.

**STAFF RECOMMENDATION: Approve the resolutions authorizing the interlocal agreement between the City and Collin County, minus section 7.01.**



## City of Anna City Council Agenda Staff Report

Council Meeting: September 23, 2014  
Account Code #: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_

Staff Contact: City Manager

Exhibits: X Yes       No

**AGENDA SUBJECT:** Consider/Discuss/Action regarding a Resolution approving a pay classification plan.

**SUMMARY:** It has been six years since the city updated its pay classification plan. Since that time, we are aware of employees and employee groups whose salary schedules have fallen behind the market for this region. In an effort to hire and retain qualified and trained employees, the fiscal year 2013-14 budget included funding to review and update our pay classification plan based on a comparison of similar positions in this market area.

The salary and classification plan survey revealed that 58% of the City's employees fall below the average survey minimum for their respective positions. The study provided recommendations for revising the City's pay classification plan, and for implementing market adjustments based on the new pay plan and the tenure of each employee in his or her position. The new pay classification plan moves the Police department from an automatic step pay plan to traditional pay plan where scheduled salary adjustments are determined as part of the budget process and are based on individual merit or cost of living.

**RECOMMENDED ACTION:** Staff recommends approval of the attached Resolution.