



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

April 28, 2015

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., April 28, 2015 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 FY 2016 Budget Strategic Goals. (City Manager)
4. Briefing/Discussion regarding FY 2016 Budget Revenue Projections. (Clayton Fulton)
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 personnel matters: City Secretary Update. (**Tex. Gov't Code §551.074**).

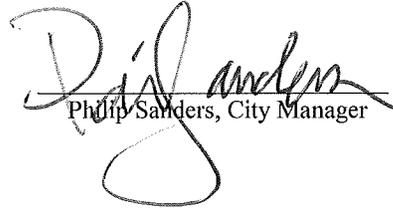
The council further reserves the right to enter into executive session at any time throughout any duly noticed meeting under any applicable exception to the Open Meetings Act.

6. Consider/Discuss/Action on any items listed on posted agenda for April 28, 2015 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.

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.

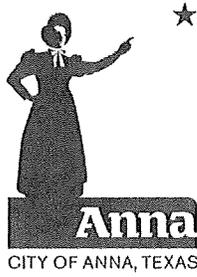
7. Adjourn.

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., April 24, 2015.



Philip Sanders, City Manager

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

Date: April 28, 2015

Staff Contact: City Manager

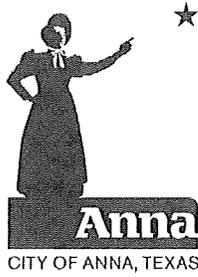
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AGENDA SUBJECT:

Briefing / Discussion regarding the FY 2016 Budget Strategic Goals.

SUMMARY:

Staff will provide a briefing regarding the City's strategic goals for the 2016 fiscal year that begins in October. The City Council and senior management staff reviewed the strategic goals during a workshop conducted earlier this year.



City Council Agenda Staff Report

Date: April 28, 2015
Staff Contact: Clayton Fulton
Exhibits: No

AGENDA SUBJECT:

Briefing/Discussion regarding FY 16 Budget Revenue Projections

SUMMARY:

Staff will review the General Fund projected revenue for the FY 16 budget. The revenue projections are preliminary and will change as the budget process moves forward.

Pending legislation, Collin CAD appraisal numbers, the local/regional/national economy all have an effect upon the primary revenue sources for the City. Projections will be revised as we progress through the budget season.

Staff will present preliminary information on property taxes, sales tax, franchise fees, and development revenue. Historically, these revenue sources have comprised 90% all General Fund Revenue. Staff will also discuss how Anna compares to the average Texas City.

STAFF RECOMMENDATION:

None



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

April 28, 2015

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., April 28, 2015, 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. Presentation of Government Finance Officers Association Distinguished Budget Presentation Award.

1. The Council may vote and/or act upon each of the items listed in this agenda.
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6. 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 March 24, 2015. (City Council)
 - b. Review CDC & EDC Minutes for October 9, 2014, November 6, 2014 and December 4, 2014. (Jessica Perkins)
7. Public Hearing: For City Council to hear public comment regarding the proposed rezoning of The Villages of Hurricane Creek from "PD" – single family residential to "PD" – single family residential. (Maurice Schwanke)
8. Briefing/Discussion regarding capital purchases for Public Works Department. (Joseph Johnson)
9. Consider/Discuss/Action regarding a resolution authorizing distribution of contingency appropriation. (Clayton Fulton)
10. Consider/Discuss/Action regarding a resolution recommending an appointment to the North Texas Groundwater Conservation District Board of Directors. (City Manager)
11. Briefing/Discussion regarding water conservation regulations. (City Manager)
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 personnel matters: City Secretary Update. (**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.

13. Consider/Discuss/Action on any items listed on posted agenda for April 28, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

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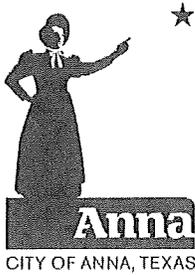
14. Adjourn.

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. April 24, 2015.



Philip Sanders, City Manager

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City Council Agenda Staff Report

Date: April 28, 2015

Staff Contact: Clayton Fulton

Exhibits: Yes

AGENDA SUBJECT:

Presentation of Government Finance Officers Association Distinguished Budget Presentation Award.

SUMMARY:

The City of Anna recently received its second consecutive Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). To qualify for this award the City's annual budget must be submitted to GFOA for review. Budget submissions are independently reviewed by selected members of the GFOA professional staff and by outside reviewers with experience in public-sector budgeting.

The award program began in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal.

Through receiving this award, the City's budget is recognized as an effective policy document, financial plan, operations guide, and communications device. In order to maintain this status, the City must resubmit its budget on an annual basis for review. The City intends to continue to apply for and received this award annually.

The attached exhibit includes the letter to the Mayor, a suggested press release, the award certificate, and a certificate for the Finance Director.



City Council Agenda Staff Report

Date: 04/28/15

Staff Contact: Maurice Schwanke

Exhibits: Yes

AGENDA SUBJECT:

Public Hearing: For City Council to hear public comment regarding the proposed rezoning of The Villages of Hurricane Creek from "PD" – single family residential to "PD" – single family residential.

SUMMARY:

This zoning submittal consists of approximately 368.2 total acres of land within the City of Anna. The uses proposed for this Property follow the intent of the City of Anna Comprehensive Plan. The proposal creates a master planned community featuring a mixture of lot sizes that should encourage sustainable neighborhoods. The following table summarizes the proposed lot sizes and densities:

LAND USE SUMMARY				
USE	ACREAGE +/-	SF LOTS	SF DENSITY (UNITS/ACRE)	PERCENTAGE
SINGLE FAMILY RESIDENTIAL - 50% MAXIMUM LOT COVERAGE				
70' x 120' LOTS	84.07	365	4.34	51.4%
80' x 120' LOTS	45.32	185	4.08	27.7%
90' x 120' LOTS	14.61	55	3.76	8.9%
100' x 150' LOTS	19.70	49	2.49	12.0%
TOTAL	163.7	654	4.00	44.5%
OPEN SPACE	148.7			40.4%
FIRE STATION	2.5			0.7%
AMENITY CENTER	2.0			0.5%
ROW DEDICATION	51.3			13.9%
TOTAL	368.2	654	1.76 GROSS	100.0%

This PD will replace the existing small lot entitlements with the smallest lot being 8,400 square feet. Also proposed in this PD are integrated parks and open spaces which will help to preserve areas designated within the 100-year floodplain. A fire station location is being planned for incorporation into the development as well as an amenity center.

The Planning and Zoning recommended approval of the zoning request at their September 8, 2014. The vote was unanimous.

A public hearing was opened and continued at the City Council.

The property is scheduled to close on May 25th. Therefore, action can occur on May 26th.

STAFF RECOMMENDATION: The recommendation is to open and continue the Public Hearing until May 26th.



City Council Agenda Staff Report

Date: April 28, 2015

Staff Contact: Joseph Johnson

Exhibits: Attached

AGENDA SUBJECT:

Briefing/Discussion regarding capital purchases for the Public Works Department.

SUMMARY:

Capital purchases were authorized in an amendment to the 2014 Fiscal Year (FY 14) budget; however, the purchases were not completed in FY 14. At the close of the FY 14 budget, and in accordance with the City's financial policies, the City Manager assigned funds authorized, but not spent, in the amount of \$134,000 in the FY 14 budget for the capital purchases. Staff is recommending that the funds be reallocated in the following manner:

<u>Original Allocation</u>	<u>Revised Allocation</u>
Dump Truck - \$65,000 (purchased, \$80,807)	Vehicle - \$22,000
Vacuum Trailer - \$47,500	Spreader - \$8,500
Sewer Camera - \$9,000 (purchased)	Concrete Saw - \$8,000
Vehicle Lighting - \$12,500	Vehicle Lighting/Light Tower - \$5,693

Staff proposes to remove the vacuum trailer from this year's capital purchases and bring the item back to council for consideration in a future budget year. This would allow us to purchase an additional vehicle that is necessary for our current staff. The concrete saw is needed for our Street department operations and will increase efficiency. The truck-mounted spreader will allow for a swift, efficient and effective winter weather response. Additionally, we would propose purchasing a mobile light tower/generator for emergency operations.

STAFF RECOMMENDATION:

Staff recommends reallocating funding in the manner described. The proposed reallocation will boost efficiency, provide reliable transportation for key staff and increase safety.



City Council Agenda Staff Report

Date: 4/28/2015

Staff Contact: Clayton Fulton

Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a resolution authorizing the distribution of contingency appropriation

SUMMARY:

As the City has continued to grow in population, staffing and facility needs have changed accordingly. The Planning and Finance staff have been relocated from the City Hall Campus to the PD and PW buildings. The building has remained vacant and is not suitable for any future use by the City. City staff proposed the use of contingency allocation to raze structure. Staff has received bids with the low bid to demolish and remove the building is \$6,950.

Additionally, the staff have our grown the existing City Hall. For a modest amount of contingency, the existing building can be remodeled to create an additional office in the existing break room. The existing conference room will also be expanded to create larger meeting space and integrate a kitchenette so the space can double as a break room. The remodel has been priced at \$23,790 through a cooperative purchasing agency called Buy Board which meets all state purchasing requirements. With a 5% contingency for the project, the cost would be just under \$25,000.

Finally \$3,000 would be required for office furnishings and IT needs.

The total contingency allocation requested is \$34,950 and would leave the contingency allocation with 68% or \$92,055.

STAFF RECOMMENDATION:

Approve the resolution authorizing the use of contingency allocation.



City Council Agenda Staff Report

Date: April 28, 2015

Staff Contact: City Manager

Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a resolution recommending an appointment to the North Texas Groundwater Conservation District Board of Directors.

SUMMARY:

In 2009 Texas approved SB 2497 which mandated the creation of the North Texas Groundwater Conservation District. The District encompasses Collin, Cook, and Denton Counties and is governed by a nine (9) member board of directors appointed by the County Commissioners from Collin, Denton, and Cook Counties. Each County appoints three directors. The State law requires one director to be selected from a nominee submitted by the largest municipal groundwater producer in each county. The City of Anna is the largest municipal groundwater producer in Collin County.

In order to represent the City's interests, the Council nominated Philip Sanders, the Anna City Manager to serve on the District's Board of Directors. The City Manger's current term on the Board expires on June 1, 2015, and the City Council will need to submit a recommendation to the Collin County Commissioner's Court for an appointment to fill a new four year term. The City Manager currently serves as the Vice President of the Board and is willing to serve another term if recommended by the Council.

The Board of Directors is charged with monitoring and regulating ground water production within the three counties covered by the district and has the power to implement rules and regulations in order to conserve groundwater resources within the District. Operating costs for the district are assessed to the ground water producers. The District currently charges a groundwater production fee of \$0.10 per 1,000 gallons of water pumped by non-exempt groundwater producers.

STAFF RECOMMENDATION:

Staff recommends approval of a resolution recommending an appointment to the North Texas Groundwater Conservation District Board of Directors.



City Council Agenda Staff Report

Date: April 28, 2015

Staff Contact: City Manager

Exhibits: Yes

AGENDA SUBJECT:

Briefing/Discussion regarding water conservation.

SUMMARY:

North Texas Municipal Water District (NTMWD) water supply reservoirs have reached sufficient levels and capacities to allow the District to ease watering restrictions earlier than previously planned. Beginning May 1, 2015, NTMWD will terminate all drought stages and will implement its Water Conservation Plan that limits landscape watering to no more than two days per week.

The City of Anna purchases water from NTMWD through a contract with the Greater Texoma Utility Authority (GTUA). In accordance with the City's Water Resource Emergency Management Plan the City of Anna will also terminate the Stage 2 drought measures and implement its standard Water Conservation Plan that limits landscape watering to no more than two days per week effective May 1st (see below). There will not be any assigned watering days.

The Landscape and Water Management Regulations adopted in Part II, Article 8, Section 16 of the Anna City Code require the following water conservation measures:

1. From April 1 through October 31, the use of lawn and landscape sprinklers and irrigation systems is restricted to the evening/night and early morning hours only between 6:00 p.m. to 10:00 a.m. Outdoor irrigation during rain or any form of precipitation is prohibited.
2. From April 1 through October 31, the use of lawn and landscape sprinklers and irrigation systems at each service address is limited to twice per week (if needed). Additional watering of landscape may be provided by hand-held hose with shutoff nozzle, use of dedicated irrigation drip zones, and/or soaker hose provided no runoff occurs.

3. From November 1 through March 31, the use of lawn and landscape sprinklers¹¹ and irrigation systems at each service address is limited to once per week (if needed). Additional watering of landscape may be provided by hand-held hose with shutoff nozzle, use of dedicated irrigation drip zones, and/or soaker hose provided no runoff occurs.
4. Irrigation systems should be properly maintained in a manner that prevents the waste of water. Over-watering of lawn or landscape, such that a constant stream of water overflows from the lawn or landscape onto a street or other drainage area; or Irrigation of impervious surfaces or other non-irrigated areas (wind driven water drift taken into consideration) is prohibited.
5. A hose end cutoff nozzle must be used when washing or rinsing vehicles.
6. Filling or refilling of any natural or manmade pond by introducing any treated water to fill or refill the pond is prohibited. This does not prohibit or restrict the filling or refilling of swimming pools.

The City's Water Conservation Plan is part of a larger collective effort to preserve water resources in the rapidly growing north Texas region.