



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

June 9, 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., June 9, 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. Presentation/Discussion regarding proposal for a community branding project by North Star Destination Strategies. (Jessica Perkins)
4. 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)**; discussion regarding contracts with athletic associations.

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.

5. Consider/Discuss/Action on any items listed on posted agenda for June 9, 2015 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
6. Adjourn.

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.

This is to certify that I, Mirenda McQuagge-Walden, Acting 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 5, 2015.

Mirenda McQuagge-Walden, Acting 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 Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: City Manager

Exhibits: None

AGENDA SUBJECT:

Call to order.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Roll call and establishment of quorum.

SUMMARY:

Mayor establishes a quorum

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Jessica Perkins
Exhibits: yes

AGENDA SUBJECT:

Presentation by North Star Destination Strategies regarding proposed community branding project.

SUMMARY:

One of City Council's Strategic Goals is to develop and implement a comprehensive brand identity for the City. Staff has reviewed proposals from several companies that could assist the City with this effort, and is recommending that the Council consider the proposal submitted by North Star Destination Strategies.

Over the past 15 years, North Star Destination Strategies has partnered with over 200 communities around the country on a variety of projects including research, strategic planning, and community brand development. Within Collin County, North Star has worked with the cities of McKinney, Allen, Plano, and Frisco. Other Texas clients include the cities Dennison, Round Rock, and Missouri City.

North Star has a proven comprehensive approach that includes an experienced research and design team. Don McEachern is the President and CEO of North Star and will be presenting their strategy and approach to creating a community brand and brand implementation plan for the City of Anna. Staff is proposing that the branding project be a cooperative effort between the City, the Ann Economic Development Corporation, and the Anna Community Development Corporation.

STAFF RECOMMENDATION:

n/a



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

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:

SUMMARY:

- 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); discussion regarding contracts with athletic associations.

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.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Consider/Discuss/Action on any items listed on posted agenda for June 9, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2016
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Adjourn

SUMMARY:

Item to adjourn the meeting.

STAFF RECOMMENDATION:

Staff recommends a motion to adjourn.



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

June 9, 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., June 9, 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 three 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 May 26, 2015.
 - b. Receive the Quarterly Investment Report (Clayton Fulton)
 - c. Approve appointments to Anna Fire and Rescue Auxiliary Association Inc. Board of Directors. (Chief Gothard)
 - d. Authorize the Acting City Secretary to submit Form SLR 508 declaring the City of Anna in compliance with the records scheduling requirement of the Local Government Records Act (Philip Sanders)
 - e. Approve site plan for the temporary placement of the “Old Railroad Depot” structure to Fifth (5th) street and Riggins street. The structure is presently located southwest of James Street and Fifth (5th) street
6. Consider/Discuss/Action regarding a resolution appointing a Health Authority for the City of Anna. (Chief Gothard)
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.
 - b. Consider/Discuss/Action regarding an ordinance approving the rezoning of The Villages of Hurricane Creek from “PD” – single family residential to “PD” – single family residential. (Maurice Schwanke)
8. Consider/Discuss/Action regarding an ordinance amending Part II, Article 49, Section 8 (Impact Fees) of the Anna City Code of Ordinances. (Maurice Schwanke)
9. Consider/Discuss/Action regarding a resolution approving a payment plan with Collin County for the upgrade of East Fork Circle. (Joseph Johnson)
10. Briefing/Discussion regarding the annual street rehabilitation project. (Joseph Johnson)
11. Briefing/Discussion regarding wastewater inflow and infiltration and the North Texas Municipal Water District wastewater meter. (Joseph Johnson)
12. Briefing/Discussion regarding the FY 2016 Budget. (Clayton Fulton)

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.

13. 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)**; discussion regarding contracts with athletic associations.

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.

14. Consider/Discuss/Action on any items listed on posted agenda for June 9, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

15. Adjourn.

This is to certify that I, Mirinda McQuagge-Walden, Acting 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 5, 2015.

Mirinda McQuagge-Walden, Acting 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 Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: City Manager

Exhibits: N/A

AGENDA SUBJECT:

Call to order.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:
Invocation and Pledge of Allegiance.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2016
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT: Citizen comments.

SUMMARY:

Citizens are allowed three 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.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT: Receive reports from Staff or the City Council about items of community interest.

SUMMARY:

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.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Clayton Fulton
Exhibits: Yes

AGENDA SUBJECT:

Presentation of Quarterly Investment Report

SUMMARY:

In accordance with the Public Funds Investment Act (PFIA), the City is required to submit a quarterly report on the investment of all Public Funds held by the City.

The attached report has been developed with our investment advisors, Valley View Consulting, LLC. The report includes the following:

- Review of economic conditions
- Review of the City's holdings
- Comparison of book vs. market value
- Allocation information
- Other information related to the PFIA

STAFF RECOMMENDATION:

No action is required.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Fire Chief Gothard
Exhibits: None

AGENDA SUBJECT:

Approve appointments to the Anna Fire and Rescue Auxiliary Association Inc. Board of Directors.

SUMMARY:

The by-laws for the Anna Fire and Rescue Auxiliary Association Inc. read that the Board of Directors will be made of five positions with Director 3 & 4 being appointed by the City Council with staggering terms. Director 3 will serve a two year term and Director 4 a three year term.

Due to a recent vacancy Director 4 needs to be filled and Director 3 needs to be reappointed to serve another two year term.

STAFF RECOMMENDATION:

Staff recommends that the following members be appointed and reappointed to the Anna Fire and Rescue Auxiliary Association Inc. Board of Directors.

Director 3 (reappointment) – Jeff Allbritten

Jeff is currently the longest serving member of the Department having served since 2006. He has been serving as Director 3 (Treasurer) and would like to finish out his last term in that position.

Director 4 (appointment) - Jason Padeway

Jason has served on the Department since 2014 and is currently attending Collin College and recently registered and is taking courses to become a certified Texas Firefighter. He has served in the Marines and is a role model in the Department.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: Attached

AGENDA SUBJECT:

Resolution authorizing the Acting City Secretary to submit Form SLR 508 declaring the City of Anna in compliance with the records scheduling requirement of the Local Government Records Act.

SUMMARY:

On April 14, 2009, the City Council adopted Ordinance 441-2009 establishing a records management program. The Ordinance directed the Records Management Officer, City Secretary, to incorporate into the Records Management Plan the revised record retention schedules from the Texas State Library and Archives Commission (TSLAC).

Staff has been informed by the TSLAC that the last retention schedule they have on file dates back to 1996. As a result, City of Anna staff must follow this retention schedule which differs from the current schedules. For example, current guidelines state that job postings must be retained for two years but Anna's filed program states they will be retained for 10 years.

Once Form SLR 508 is filed with the state it will allow the City of Anna to operate under the current TSLAC schedules and the City will automatically adopt any future schedules as well. This will greatly assist the City Secretary's Office and other departments with the management, retention and disposition of records.

STAFF RECOMMENDATION:

Approval of resolution.



City Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: Maurice Schwanke

Exhibits: Yes

AGENDA SUBJECT: Consider/Discuss/Act regarding a site plan for the temporary placement of the “Old Railroad Depot” structure to Fifth (5th) street and Riggins street. The structure is presently located southwest of James Street and Fifth (5th) street.

SUMMARY: The historical Anna Railroad Depot currently resides on property located at the southwest corner of James Street with West Fifth Street in an area that is not very accessible. An offer has been made by the property owner (Jon Hendricks) of the land located at the southwest corner of Riggins Street and West Fifth Street as a temporary interim location. The Anna Historical Society has funds in place to move the depot and to start the restoration of the depot. Since this is a temporary location no landscaping or parking is being required or provided.

The Planning and Zoning Commission recommended approval of the site plan at their June 1, 2015 meeting. The vote was unanimous.

STAFF RECOMMENDATION: Approval of resolution



City Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: Fire Chief Gothard

Exhibits: Attached

AGENDA SUBJECT:

Consider/Discuss/Action regarding a resolution appointing a Health Authority for the City of Anna.

SUMMARY:

Due to regulations, reportable communicable disease information cannot be provided to City officials from County and State Health Authorities unless a City has appointed a City Health Authority. This Resolution and appointment will assist City officials with protecting the public health of our citizens.

STAFF RECOMMENDATION:

Approve resolution to appoint Dr. Marshall as the City Health Authority.



City Council Agenda Staff Report

Date: June 9, 2015
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 has closed; therefore, action can occur on the June 9th meeting.

STAFF RECOMMENDATION: Approval of the requested zoning change.



City Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: Maurice Schwanke

Exhibits: Yes

AGENDA SUBJECT: Consider/Discuss/Act regarding impact fee ordinance.

SUMMARY: The Impact Fee Ordinance being presented does not change any impact fee. The purpose of this ordinance is to codify the implementation procedures of the Impact fee assessment and collection. The proposed ordinance also outlines the procedure when Credits and Offsets are applicable such as when any construction of contributions to, or dedications of any facility appearing on the Capital Improvements Plan are required by the City to be constructed by the owner as a condition of development.

STAFF RECOMMENDATION: Approval of the Impact Fee Ordinance.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Joseph Johnson
Exhibits: Attached.

AGENDA SUBJECT:

Approval of a resolution approving a payment plan with Collin County for the upgrade of East Fork Circle.

SUMMARY:

East Fork Circle is a public street in the City of Anna and is currently unpaved. Staff has asked Collin County to provide assistance in upgrading the entire length of the road (4,900 lf) to two-course penetration asphalt. In November of 2014, the Collin County Commissioners Court issued a Court Order approving a payment plan for the upgrade of East Fork Circle. The total cost was estimated at \$189,630.00 and was accepted by the City of Anna. The agreed upon term would be 10 years at 2.75% interest. This results in annual payments of \$21,711.36 with a final payment of \$21,710.96 in year 10.

We are proposing to start a portion of the project this summer so that we can make improvements to the road prior to the two-course penetration installation in the summer of 2016. This would allow us to bring the road back up to standard by installing the road base now rather than just prior to asphalt installation. This will also ensure that the road base is seasoned prior to asphalt placement.

If approved, funding would need to be allocated in the Streets budget beginning in FY 2017.

STAFF RECOMMENDATION:

Staff recommends approval of the resolution approving a payment plan for the upgrade of East Fork Circle to two-course penetration.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Joseph Johnson
Exhibits: Attached.

AGENDA SUBJECT:

Briefing/Discussion regarding the annual street rehabilitation project.

SUMMARY:

The City of Anna budgets annually for the replacement of existing asphalt streets. There is approximately \$60,000 remaining in the Capital Improvements – Streets line item which would allow staff to complete roughly 700 linear feet of asphalt replacement on a typical residential street. City staff have reviewed asphalt road conditions throughout the City and identified potential projects at East Fourth Street, East Third Street, and East Second Street. Below and attached you will find an opinion of probable construction cost (OPCC):

1. Second Street between Sherley and Easton – 725 lf – OPCC: \$53,603
2. Third Street between Sherley and Easton – 715 lf – OPCC: 52,591
3. Fourth Street between Sherley and Easton – 700 lf – OPCC: \$52,825

Additionally there are spot repairs that were reviewed on Wildwood Trail and on Butler Street near State Highway 5.

STAFF RECOMMENDATION:

Staff recommends solicitation of bids for asphalt replacement on East Fourth Street between Sherley and Easton with the Wildwood Trail and Butler St. repairs as alternate bid items.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Joseph Johnson
Exhibits: None.

AGENDA SUBJECT:

Briefing/Discussion regarding inflow and infiltration (I&I) in the wastewater collection system.

SUMMARY:

Staff will provide a briefing regarding conditions in the wastewater collection system during and following the heavy rainfall experienced this spring. In addition to the I&I issue staff will discuss flows into the North Texas Municipal Water District's wastewater system, what steps have been taken to date and the path forward over the next several months.

STAFF RECOMMENDATION:

This is a Briefing/Discussion Item only. No Council action required at this time.



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: Clayton Fulton
Exhibits: No

AGENDA SUBJECT:

Briefing/Discussion regarding the FY 2016 Budget.

SUMMARY:

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

- Planning and Development
- Parks
- Streets

These departments comprise the remainder of the non-administrative General Fund departments and account for 22% of the budget.

Staff will review the base budget and supplemental requests for each department.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015

Staff Contact: City Manager

Exhibits:

AGENDA SUBJECT:

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:

SUMMARY:

- 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); discussion regarding contracts with athletic associations.

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.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

Consider/Discuss/Action on any items listed on posted agenda for June 9, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: June 9, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

Adjourn

SUMMARY:

STAFF RECOMMENDATION:

Staff recommends a motion to adjourn.