



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

**July 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., July 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 to review the Utility Rate Model. (Clayton Fulton)
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)**
  - 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

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.

described by subdivision (1). **(Tex. Gov't Code §551.087)**; discuss proposed mixed use development; update on economic development negotiations;

- d. discuss or deliberate personnel matters **(Tex. Gov't Code §551.074)**; City Secretary.

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 July 28, 2015 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
6. Adjourn.

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., July 24, 2015.

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Mirenda McQuagge-Walden, Acting City Secretary

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## City Council Agenda Staff Report

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Date: July 28, 2015

Staff Contact: City Manager

Exhibits: None

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**AGENDA SUBJECT:**

Call to order.

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**SUMMARY:**

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: None

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**AGENDA SUBJECT:**

Roll call and establishment of quorum.

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**SUMMARY:**

Mayor establishes a quorum

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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

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### **AGENDA SUBJECT:**

Briefing/Discussion to review the Utility Rate Model.

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### **SUMMARY:**

Staff had been working with Bob McLain, our utility rate consultant, over the past several months to analyze utility consumptions and patterns.

We have provided Mr. McLain with budget estimates for FY 16, actual YTD data and projections for FY 15, and actual historical data. We have also provided consumption data to Mr. McLain for analysis. All our data has been entered into his model and been reviewed by staff.

Mr. McLain will be in attendance to present the model and various rate scenarios.

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### **STAFF RECOMMENDATION:**

None



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: None

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### 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:

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### 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)**
- 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)**; discuss proposed mixed use development; update on economic development negotiations;
- d. discuss or deliberate personnel matters **(Tex. Gov't Code §551.074)**; City Secretary.

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.

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: None

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### **AGENDA SUBJECT:**

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

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### **SUMMARY:**

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### **STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: None

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**AGENDA SUBJECT:**

Adjourn

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**SUMMARY:**

Item to adjourn the meeting.

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**STAFF RECOMMENDATION:**

Staff recommends a motion to adjourn.



## **CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING**

**July 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., July 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 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.
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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.

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 the City Council Minutes for July 21, 2015.
  - b. Authorize the City Manager to solicit bids for the Hackberry Elevated Storage Tank and Hackberry Water Line Project. (Joseph Johnson)
  - c. Approve an Amended Subdivision Improvement Agreement with the owners of an approximate 634 acre tract of land located in the Grandison Stark Survey, Abstract No. 798. (Joseph Johnson)
  
6. (a) Public Hearing: To hear public comment on proposed amendments to the Downtown Development Plan element of the City of Anna Comprehensive Plan.
 

(b) Consider/Discuss/Action regarding an ordinance amending the Downtown Development Plan element the City of Anna Comprehensive Plan.
  
7. Presentation of the Proposed 2015-16 Fiscal Year Budget. (Clayton Fulton)
  
8. Consider/Discuss/Action regarding a resolution setting the date, time and place for a Public Hearing on the 2015-16 Fiscal Year Budget. (Clayton Fulton)
  
9. Briefing/Discussion regarding proposed regulations on roof storm gutters. (Maurice Schwanke)
  
10. Consider/Discuss/Action regarding a resolution appointing a City Secretary. (City Council)
  
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:
  - 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)**; discuss proposed mixed use development; update on economic development negotiations;
- d. discuss or deliberate personnel matters **(Tex. Gov't Code §551.074)**; City Secretary.

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 July 28, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

- 13. Adjourn.

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. July 24, 2015.

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Mirenda McQuagge-Walden, Acting City Secretary

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## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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**AGENDA SUBJECT:**

Call to order.

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**SUMMARY:**

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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**AGENDA SUBJECT:**  
Invocation and Pledge of Allegiance.

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**SUMMARY:**

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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**AGENDA SUBJECT:** Citizen comments.

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**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.

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

---

Date: July 28, 2015

Staff Contact: City Manager

Exhibits: N/A

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

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**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.

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

---

Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: Attached

---

### **AGENDA SUBJECT:**

These items consists of non-controversial or “housekeeping” items required by law. Items may be considered individually by any Council Member making such request prior to motion and vote on the Consent Items.

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### **SUMMARY:**

- a. Approve the City Council Minutes for July 21, 2015.
- b. Authorize the City Manager to solicit bids for the Hackberry Elevated Storage Tank and Hackberry Water Line Project. (Joseph Johnson)
- c. Approve an Amended Subdivision Improvement Agreement with the owners of an approximate 634 acre tract of land located in the Grandison Stark Survey, Abstract No. 798. (City Manager). (Joseph Johnson)

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### **STAFF RECOMMENDATION:**

Staff recommends approval of the consent items.



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: Joseph Johnson  
Exhibits: Attached.

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### **AGENDA SUBJECT:**

Authorize the City Manager to solicit bids for the Hackberry Elevated Storage Tank and Hackberry Water Line Project.

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### **SUMMARY:**

Staff is requesting Council authorization to solicit competitive bids for:

- A. A 0.75 million gallon Elevated Storage Tank (EST), with an alternate design for a 1.0 million gallon EST to be located on property located generally one half mile northeast of the intersection of FM 455 and US 75.
- B. 11,385 linear feet of 12-inch and 16-inch water line necessary to support the proper operation of the Hackberry EST and generally located east and northeast of the EST site along future Hackberry Dr. and future Ferguson Pkwy.

These improvements are consistent with the 2014 Water Distribution Capital Improvement Plan published on December 10, 2013 and are necessary to support anticipated population growth. Council has previously authorized design of the project. The expected construction cost for Part A of the project is \$1,940,950 with Part B at \$1,171,252. Funds are available for this project in the 2014 Certificate of Obligation.

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### **STAFF RECOMMENDATION:**

Staff recommends approval of this request.



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: Joseph Johnson  
Exhibits: Attached.

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### **AGENDA SUBJECT:**

Consider/Discuss/Action regarding a Resolution approving an Amended Subdivision Improvement Agreement with the Owners of an approximate 634 acre tract of land located in the Grandison Stark Survey, Abstract No. 798.

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### **SUMMARY:**

On February 11, 2014 the City Council approved a Subdivision Improvement Agreement with the owners of a 634 acre tract of land located east of State Highway 5 and primarily north of CR 422. The attached amendment clarifies the area that the Phase 1 Lift Station serves and includes new language stating that the onsite power generator can be sized for Phase 1 instead of for the ultimate flow, if the developer agrees that the generator will be replaced when the lift station is upgraded at Phase 2 and that the City retains ownership of the existing Phase 1 generator when it is replaced.

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### **STAFF RECOMMENDATION:**

Staff recommends approval of the attached Resolution and Agreement.



## City Council Agenda Staff Report

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Date: 07/28/15

Staff Contact: Maurice Schwanke

Exhibits: Yes

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### **AGENDA SUBJECT:**

(a) Public Hearing: To hear public comment on proposed amendments to the Downtown Development Plan element of the City of Anna Comprehensive Plan.

(b) Consider/Discuss/Action regarding an ordinance amending the Downtown Development Plan element the City of Anna Comprehensive Plan.

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**SUMMARY:** The “Anna Downtown Development Plan” has been developed over the past year with input from representatives from downtown property owners, builders, and members of the EDC/CDC, Planning and Zoning and City Council. The area included is bounded on the north by Hackberry Lane, the South by White Street (F.M. 455), the west by Slayter Creek, and on the East by Easton Street or an Extension of Easton. The Plan has three distinct plan areas. Most of the attention over the next ten years will be on the area between Riggins Street and James Drive. A public town hall type meeting was held at the Anna High School Cafeteria on May 14, 2015. At the public town hall meeting all property owners within the downtown area as well as the Planning and Zoning Commission, the City Council and the Anna Downtown Advisory Group were sent an invitation to attend and comment. The Plan has been posted on the City’s website for review for two months.

The Planning & Zoning Commission recommended approval of the presentation of the Downtown Development Plan at their meeting on July 6, 2015. The vote was unanimous.

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**STAFF RECOMMENDATION:** Approval of Ordinance.



## City Council Agenda Staff Report

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

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### **AGENDA SUBJECT:**

Presentation of the Proposed 2015-16 Fiscal Year Budget.

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### **SUMMARY:**

Staff will present a draft of the FY 16 budget. The draft budget will be a condensed version of the budget as the formatting, layout, and supporting materials are finalized. All substantive budgetary information will be presented during this meeting.

Staff will present a review of the entire budget including the supplemental requests highlighting what is recommended for funding.

Staff anticipates receiving the certified taxable values from the Collin CAD on Thursday and will also present the certified values during the budget presentation.

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### **STAFF RECOMMENDATION:**

None



## City Council Agenda Staff Report

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

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### **AGENDA SUBJECT:**

Consider/Discuss/Action regarding a Resolution setting the date, time and place for a Public Hearing on the 2015-16 Fiscal Year Budget.

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### **SUMMARY:**

City Charter requires the City Council to name the date and place of a public hearing on the budget. The Charter further requires that the public hearing be published in the official newspaper at least twice. Staff will work with the Anna Melissa Tribune to publish notice of the hearing on August 6<sup>th</sup> and again on August 13<sup>th</sup>.

Staff recommends that 7:30 p.m. on August 25, 2015 at Anna City Hall be named as the setting, date, and time for the public hearing on the FY 15 budget.

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### **STAFF RECOMMENDATION:**

None



## City Council Agenda Staff Report

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Date: 07/28/15

Staff Contact: Maurice Schwanke

Exhibits: Yes

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**AGENDA SUBJECT:** Briefing/Discussion regarding ordinance on roof storm gutters.

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**SUMMARY:** We have reviewed the ramifications of requiring storm gutters on the front and back of homes. Both DR Horton and Bloomfield Homes indicated that the cost for providing gutters would be approximately \$1,200 to \$1,600 depending on the size of the house. It should be noted that currently Bloomfield Homes are providing gutters on their new homes and commented that on small lots it is a good thing to do. LGI homes have not installed gutters in their company's history. A sample ordinance is attached.

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**STAFF RECOMMENDATION:**

This is a Briefing/Discussion Item only.



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: Yes

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### **AGENDA SUBJECT:**

Consider/Discuss/Action regarding a resolution appointing a City Secretary.

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### **SUMMARY:**

Per the City Charter, the City Council may appoint a person to serve as the City Secretary upon the affirmative vote of a majority of the full membership of the City Council. The current Acting City Secretary will be leaving on July 31, and the Council will need to appoint a person to fill the City Secretary vacancy.

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### **STAFF RECOMMENDATION:**

Staff recommends approval of a resolution appointing a City Secretary.



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

---

### 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:

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- d. discuss or deliberate personnel matters **(Tex. Gov't Code §551.074)**; City Secretary.

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**STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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### **AGENDA SUBJECT:**

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

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### **SUMMARY:**

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### **STAFF RECOMMENDATION:**



## City Council Agenda Staff Report

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Date: July 28, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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**AGENDA SUBJECT:**

Adjourn

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**SUMMARY:**

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**STAFF RECOMMENDATION:**

Staff recommends a motion to adjourn.