



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL

November 10, 2015

6:30 p.m. – Anna City Hall

The City Council of the City of Anna will meet in Workshop Session at 6:30 p.m., on November 10, 2015 at Anna City Hall, located at 111 N. Powell Parkway (Hwy 5), regarding the following items:

1. Call to Order.
2. Roll Call and Establishment of Quorum.
3. **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 personnel matters (**Tex. Gov't Code §551.074**); City Manager annual review.

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.

4. Consider/Discuss/Action on any items listed on posted agenda for the City Council Work Session or any Closed Session occurring during this Workshop, as necessary.
5. 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, Carrie L. Smith, 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. November 6, 2015.

Carrie L. Smith, 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: November 10, 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: November 10, 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:

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 personnel matters (Tex. Gov't Code §551.074); City Manager annual review.

STAFF RECOMMENDATION:

[Click here to enter text.](#)



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

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

SUMMARY:

[Click here to enter text.](#)

STAFF RECOMMENDATION:

[Click here to enter text.](#)



City Council Agenda Staff Report

Date: November 10, 2015

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 MEETING

November 10, 2015

7:30 p.m. – Anna City Hall

The City Council of the City of Anna will meet in Regular Session at 7:30 p.m., on November 10, 2015, at the Anna City Hall, 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. Recognition of 2015 Citizen Academy Participants (Jessica Perkins)
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 the City Council Minutes for October 27, 2015 (Carrie Smith)
 - b. Approve Planning and Zoning Minutes for October 5, 2015 (Maurice Schwanke)
 - c. Presentation of Quarterly Investment Report (Clayton Fulton)
 - d. Approve a Resolution approving a development plat of the Morris Addition (Maurice Schwanke)
 - e. Approve a Resolution approving a preliminary plat of Camden Parc, Phase 3 (Maurice Schwanke)
 - f. Approve Resolutions amending/extending the agreements with Collin County for Animal Control and Animal Sheltering Services for FY 2016 (Chief Jenks)
7. Conduct a Public Hearing on the creation of the Villages of Hurricane Creek TIRZ (Clayton Fulton)
8. Consider/Discuss/Action on a Resolution Approving Interlocal Agreements with the cities of Van Alstyne and Howe regarding purchase of water (Clayton Fulton)
9. Consider/Discuss/Action on a Ordinance abandoning a portion of the prescriptive right-of-way for CR 422 (Maurice Schwanke)
10. Consider/Discuss/Action on a Resolution instituting Annexation proceedings, and setting the dates, times, and places for public hearings for the voluntary annexation of a 21.4 acre tract of land located in the Hiram Brinlee Survey, Abstract No. 30 (St. Charles Apts. Inc., owner); a 47.6 acre tract of land located in the John Chambers Survey, Abstract No. 223 and the Samuel Craft Survey, Abstract No. 165 (Bhagat Holdings Ltd., owner); and a 15 acre tract located in the Jonathan Douthit Survey, Abstract No. 251 (McGuffey Living Trust, owner) (Maurice Schwanke)
11. Consider/Discuss/Action on a Resolution casting a ballot for the Collin Central Appraisal District Board of Directors (City Council)

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

2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.

3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

12. Consider/Discuss/Action regarding an Ordinance amending the Anna City Code of Ordinances regarding meters and billing by amending Part II, Article 49, Section 7.02. (Clayton Fulton)
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**).
 - 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 personnel matters (**Tex. Gov't Code §551.074**); City Manager annual review.

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 the posted agenda or any closed session occurring during this meeting, as necessary
15. Adjourn.

This is to certify that I, Carrie L. Smith, 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. November 6, 2015.

Carrie L. Smith, 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: November 10, 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: November 10, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:
Invocation and Pledge of Allegiance.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: November 10, 2015
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: November 10, 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: November 10, 2015

Staff Contact: Jessica Perkins

Exhibits: No

AGENDA SUBJECT:
Recognition of 2015 Citizen Academy Participants

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: November 10, 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.

SUMMARY:

- a) Approve the City Council Minutes for October 27, 2015 (Carrie Smith)
- b) Approve Planning and Zoning Minutes for October 5, 2015 (Maurice Schwanke)
- c) Presentation of Quarterly Investment Report (Clayton Fulton)
- d) Approve a Resolution approving a development plat of the Morris Addition (Maurice Schwanke)
- e) Approve a Resolution approving a preliminary plat of Camden Parc, Phase 3 (Maurice Schwanke)
- f) Approve Resolutions amending/extending the agreements with Collin County for Animal Control and Animal Sheltering Services for FY 2016 (Chief Jenks)

STAFF RECOMMENDATION:

Staff recommends approval of the consent items.



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Clayton Fulton
Exhibits: Yes

AGENDA SUBJECT:

Presentation of Quarterly Investment Report

SUMMARY:

In accordance with the Public Funds Investment Act, the City of Anna 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:

None, no action is required



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT:

Approve the "Morris" development plat.

SUMMARY:

The Morris development plat is located within Anna's extraterritorial jurisdiction at 12982 County Road 477. The tract is in the James Fisher Survey, Abstract No. 305 and contains approximate 3.72 acres of land. The owner is proposing to build a garage on the tract. The submittal meets the City of Anna development requirements. The Planning and Zoning Commission recommended approval of the development plat at their meeting, November 2nd, 2015. The vote was unanimous.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution.



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT:

Approve "Camden Parc PH 3" preliminary plat.

SUMMARY:

The Camden Parc Phase 3 preliminary plat contains 23.35 acres located in the J.C. Brantley Survey, Abstract No. 114 at the southeast corner of CR 76 and CR 427. Within this project 79 residential lots are proposed. The plat layout is in conformance with the existing zoning. The plat has been reviewed by city staff and consulting engineer. The staff is recommending that the approval of this preliminary plat be subject to final construction plans approval addressing all planning and engineering concerns. The Planning and Zoning Commission recommended approval of the preliminary plat subject to the staff's recommendations at their meeting, November 2nd, 2015. The vote was unanimous.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution.



City Council Agenda Staff Report

Date: November 10, 2015

Staff Contact: Chief Jenks

Exhibits: Contract amendments

AGENDA SUBJECT: Approve Resolutions amending/extending the agreements with Collin County for Animal Control and Animal Sheltering Services for FY 2016

SUMMARY:

The City's Animal Control and Sheltering Services occur through agreements with Collin County. It is currently the most cost effective means of providing Animal Services.

The FY 2016 costs being levied by Collin County for Animal Control services is \$32,236.00 (a decrease of \$446) and for Animal Sheltering services is \$16,630.00 (a decrease of \$6,924). Overall, the City will see a \$7,370.00 decrease in fees for both services.

This resolution allows the agreements to be amended to extend the Animal Control and Animal Sheltering agreements through September 30, 2016.

STAFF RECOMMENDATION:

Approve the Resolution amending/extending the Animal Services/Shelter agreements with Collin County.



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Clayton Fulton
Exhibits: No

AGENDA SUBJECT:

Conduct a Public Hearing regarding the creation of the Villages of Hurricane Creek Tax Increment Reinvestment Zone

SUMMARY:

The City Council scheduled November 10, 2015 at 7:30 p.m. as the date and time for the public hearing on the creation of the Villages of hurricane Creek Tax Reinvestment Zone (TIRZ).

Our financial advisers, First Southwest will be in attendance to present information on the proposed TIRZ.

The TIRZ plan is being reviewed by staff and will be presented to the council for approval at the regularly scheduled December 8, 2015 City Council meeting. The public hearing will need to be held open and resumed at that meeting.

STAFF RECOMMENDATION:

None



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Clayton Fulton
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action on a Resolution Approving Interlocal Agreements with the cities of Van Alstyne and Howe regarding purchase of water.

SUMMARY:

As a member of the Collin Grayson Municipal Alliance (Cities of Anna, Melissa, Van Alstyne, and Howe), each city has a minimum take or pay (MT/P) agreement with the Greater Texoma Utility Authority and the North Texas Municipal Water District for 59,312,500 gallons of ground water annually.

For the water year ended July 31st, 2015 both Melissa and Anna exceed their MT/P amounts. The City of Anna exceeded our MT/P by 6,695,500 gallons. The cities of Van Alstyne and Howe did not exceed their MT/P amount and have excess capacity. In order to avoid an increase in our MT/P for the 2016 water year, the CGMA consultant has recommended that the City of Anna purchase the excess capacity from Van Alstyne and Howe for the 2015 water year.

The City of Anna has sold excess capacity in previous water years; however, the growth of the City necessitated taking additional water this past year. The cities of Van Alstyne and Howe are willing to sell a portion of their capacity to the City of Anna. Details of the methodology to determine the rate and the gallons are in the attached memo presented to CGMA last month.

If approved, the attached ILA's will authorize the purchase of 3,347,750 gallons each from Van Alstyne and Howe for a total cost of \$8,938.50.

An agreement to purchase excess water from Van Alstyne and Howe for the 2015 water year will not have any effect upon the 2016 water year or upon Anna's MT/P volume or obligations.

STAFF RECOMMENDATION:

Approve the resolution authorizing the City Manager to execute the attached ILA with the City of Melissa.



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action on an Ordinance abandoning a portion of the prescriptive right-of-way for CR 422.

SUMMARY:

This proposed ordinance abandons a portion old County Road 422 that has been replaced by Finley Blvd and Sharp Street as part of the Anna Town Square Development. The prescriptive right-of-way is no longer needed by the City.

STAFF RECOMMENDATION:

Staff recommends approval of the attached ordinance.



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action on a Resolution instituting Annexation proceedings, and setting the dates, times, and places for public hearings for the voluntary annexation of a 21.4 acre tract of land located in the Hiram Brinlee Survey, Abstract No. 30 (St. Charles Apts. Inc., owner) a 47.6 acre tract of land located in the John Chambers Survey, Abstract No. 223 and the Samuel Craft Survey, Abstract No. 165 (Bhagat Holdings Ltd., owner) and a 15 acre tract located in the Jonathan Douthit Survey, Abstract No. 251 (McGuffey Living Trust, owner).

SUMMARY:

In November of 2010 the City Council accepted and approved non-annexation development agreements with Charles Apts. Inc. on 21.4 acres of Land, the Bhagat Holdings Ltd on 47.6 acres of land, and the McGuffey Living Trust on 15 acres of land. The properties owned by Charles Apts. Inc. and Bhagat Holdings Ltd. are located on the south side of SH 121, and the property owned by McGuffey Living Trust is located at the northwest corner of FM 545 and FM 2862.

The agreements with Charles Apts. Inc and Bhagat Holdings Ltd. expired in 2011 and the agreement with McGuffey Living Trust expires in December of this year. Per the terms of the agreements, the respective owner are deemed to have properly filed with the City a petition consenting to voluntary annexation of the respective properties to be completed upon or after the end of the term.

It is the recommendation of the Staff that the City Council act on these agreements to ensure protection of land uses adjacent to the Sam Rayburn Memorial Highway (SH 121) and F.M. 2862. Approval of this resolution would establish a schedule for public hearings to be conducted on January 12th and January 26th on the annexation of each tract. If approved, Staff will send out a notice to the property owners 30 days in advance of the first public hearing as required in state law.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution.



City Council Agenda Staff Report

Date: November 10, 2015

Staff Contact: City Manager

Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action on a Resolution casting a ballot for the Collin Central Appraisal District Board of Directors.

SUMMARY:

The Collin Central Appraisal District is governed by a six member Board of Directors, five of which are elected by the taxing units that participate in the district. The five elected members of the board of directors serve two-year terms beginning on January 1 of even-numbered years. Based on its relative size to the other taxing units in the district, The City of Anna is entitled to cast 8 votes on the ballot of this year's election. Six names are listed on the ballot.

STAFF RECOMMENDATION:

The City Council may assign its 8 votes to one candidate or distribute them among several candidates.



City Council Agenda Staff Report

Date: November 10, 2015

Staff Contact: Clayton Fulton

Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding an Ordinance amending the Anna City Code of Ordinances regarding meters and billing by amending Part II, Article 49, Section 7.02.

SUMMARY:

During our recent review of ordinances related to water meters and billing, Staff identified a section of code that needs to be clarified regarding the timing of monthly water meter readings. The proposed amendment removes ambiguity and ensures that our business operations are consistent with the requirements in the City Code.

STAFF RECOMMENDATION:

Staff recommends approval of the attached ordinance.



City Council Agenda Staff Report

Date: October 27, 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:

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 personnel matters (Tex. Gov't Code §551.074); City Manager annual review.

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: November 10, 2015
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

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

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: November 10, 2015
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Adjourn

SUMMARY:

Item to adjourn the meeting.

STAFF RECOMMENDATION:

Staff recommends a motion to adjourn.