



## CITY OF ANNA AGENDA NOTICE – CITY COUNCIL

**January 12, 2016**

**6:30 p.m. – Anna City Hall**

The City Council of the City of Anna will meet in Work Session at 6:30 p.m., on January 12, 2016 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. 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 existing and potential commercial business prospects.
  - b. 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)**; recent changes to State law regarding municipal facilities.
  - c. 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.
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.

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

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. January 8, 2016.

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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

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Date: January 12, 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: November 10, 2015  
Staff Contact: City Manager  
Exhibits: N/A

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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. 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 existing and potential commercial business prospects.
  - b. 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); recent changes to State law regarding municipal facilities.
  - c. 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.
  - d. discuss or deliberate personnel matters (Tex. Gov't Code); City Manager annual review.
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## City Council Agenda Staff Report

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Date: January 12, 2016

Staff Contact: City Manager

Exhibits: N/A

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### **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.

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### **SUMMARY:**

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### **STAFF RECOMMENDATION:**

[Click here to enter text.](#)



## City Council Agenda Staff Report

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Date: January 12, 2016  
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 MEETING**

**January 12, 2016**

**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 January 12, 2016, 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/Roll Call.
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 the City Council Minutes for December 8, 2015 (Carrie Smith)
  - b. Review EDC minutes from August 25, 2015, September 3, 2015 and October 1, 2015. (Jessica Perkins)
  - c. Review CDC minutes from September 3, 2015 and October 1, 2015. (Jessica Perkins)
  - d. Review Planning and Zoning Commission Minutes for November 2, 2015. (Maurice Schwanke)
  - e. Approve a Resolution on a Development Plat for Chambersville Tree Farm. (Maurice Schwanke)
6. Conduct a Public Hearing (1 of 2) on 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); a 15 acre tract located in the Jonathan Douthit Survey, Abstract No. 251 (McGuffey Living Trust, owner); an 18.53 acre tract of land located in the William Kitchings Survey, Abstract No. A0505 and the W E Throckmorton Survey, Abstract No. A0899 (Anna Outer Loop Ltd, owner formerly the Seminole 20 Ltd.); and a 15.4 acre tract of land located in the W E Throckmorton Survey, Abstract No. A0899 (William & Nora Steward, owners). (Maurice Schwanke)
7. Consider/Discuss/Action on Resolution authorizing purchases for the remount of Brush Truck 901. (Clayton Fulton)
8. Consider/Discuss/Action regarding an Ordinance amending the FY 2015-2016 Budget (Clayton Fulton)
9. Consider/Discuss/Action regarding a Resolution authorizing an allocation of the Contingent Appropriation for repairs to the Police/Municipal Annex building. (Clayton Fulton)
10. Briefing/Discussion regarding NTMWD wastewater charges (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.

11. Briefing/Discussion regarding submission of 2016 Assistance to Firefighters Grant application. (Chief Gothard)
12. Briefing/Discussion regarding construction hours. (Joseph Johnson)
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. 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 existing and potential commercial business prospects.
  - b. 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)**; recent changes to State law regarding municipal facilities.
  - c. 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.
  - d. discuss or deliberate personnel matters **(Tex. Gov't Code)**; 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.

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. January 8, 2016.

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Carrie L. Smith, City Secretary

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

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Date: January 12, 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:**

Item No. 2

City Secretary's use only



## City Council Agenda Staff Report

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Date: January 12, 2016

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: January 16, 2016  
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

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Date: January 12, 2016  
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

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Date: January 16, 2016  
Staff Contact: City Manager  
Exhibits: Attached

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### **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 December 8, 2015 (Carrie Smith)
- b) Review EDC minutes from August 25, 2015, September 3, 2015 and October 1, 2015.8/25/2015. (Jessica Perkins)
- c) Review CDC minutes from September 3, 2015 and October 1, 2015. (Jessica Perkins)
- d) Review Planning and Zoning Commission Minutes for November 2, 2015. (Maurice Schwanke)
- e) Approve a Resolution on a Development Plat for Chambersville Tree Farm. (Maurice Schwanke)

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### **STAFF RECOMMENDATION:**

Staff recommends approval of the consent items.



# City Council Agenda Staff Report

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Date: 01/05/16

Staff Contact: Maurice Schwanke

Exhibits: Yes.

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## **AGENDA SUBJECT:**

Approve a Resolution on a Development Plat for Chambersville Tree Farm.

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## **SUMMARY:**

The tract is located in the Pleasant Wilson Survey, Abstract No. 1020, John Larremore Survey, Abstract No. 530, Thomas Bruce Survey, Abstract No. 103 and Bastian Oliver Survey, Abstract No. 677 and contains approximately 266.5 acres of land. The owner is proposing to build a wedding venue on a portion of the tract. The property is located east of County Road 206 and south of County Road 971. The submittal meets the City of Anna development plat requirements. The Planning and Zoning Commission recommended approval of the development plat at their meeting, January 4<sup>th</sup>, 2016. The vote was unanimous.

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## **STAFF RECOMMENDATION:**

Approval of Resolution



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Maurice Schwanke  
Exhibits: Yes

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### **AGENDA SUBJECT:**

Conduct a (1<sup>st</sup>) Public Hearing on 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); a 15 acre tract of land located in the Jonathan Douthit Survey, Abstract No. 251 (McGuffey Living Trust, owner); an 18.53 acre tract of land located in the William Kitchings Survey, Abstract No. A0505 and the W E Throckmorton Survey, Abstract A0899 (Anna Outer Loop Ltd, owner formerly the Seminole 20 Ltd.); and a 15.4 acre tract of land located in the W E Throckmorton Survey, Abstract No.A0899 (William & Nora Steward, owners).

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### **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, the McGuffey Living Trust on 15 acres of land, the Anna Outer Loop Ltd on 56.1 acres of Land and the Stewart William D & Nora Yvonne on 15.4 acres of land. The properties owned by the Stewarts and the Anna Outer Loop Ltd. are located at the northeast corner of Central express and the Collin County Outer Loop (Seminole 20 Ltd.). 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., Bhagat Holdings Ltd. and the Stewart William D & Nora Yvonne expired in 2011 and the agreements with Anna Outer Loop Ltd (Seminole 20 Ltd.) and McGuffey Living Trust expired in December of 2015.

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.

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**STAFF RECOMMENDATION:**

This is the first of 2 public hearings required when annexing land. It is the recommendation of the Staff that the City Council act on these agreements to ensure protection of land uses adjacent to Hwy 75, north of Collin County Outer Loop, and the Sam Rayburn Memorial Highway. The first step is to hold the 1<sup>st</sup> Public Hearing.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Clayton Fulton  
Exhibits: Yes

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### **AGENDA SUBJECT:**

Resolution authorizing purchases for the remount of Brush Truck 901.

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### **SUMMARY:**

During the preparation of the FY 16 budget, staff identified a capital project in the Fire Department to purchase a new vehicle to replace Brush 901 and repurpose the existing Brush 901 into a rehab/service vehicle for the Fire Department.

This project is not dependent upon grant resources and is fully funded through existing resources in the Fire Trust. The primary funds for this project come from the sale of Rescue 901 which was authorized in FY 15.

The project consists of 2 separate items. First is the purchase of a new Ford F450 including the removal and mounting of equipment from the existing brush truck for a cost of \$52,960.72. Second is the repurposing of the retired brush truck with a service body for a cost \$10,795. The total cost of the project is \$63,755.72. The budgeted amount was \$67,500.

These purchases will be processed through the Buy Board purchasing cooperative which has competitively bid these products and services. The attached exhibit includes quotes for the projects and an email from our Buy Board representative confirming that the quotes are consistent with existing Buy Board contracts.

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### **STAFF RECOMMENDATION:**

Approve the resolution authorizing the City Manager to execute purchase necessary for the Brush Truck 901 remount project.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Clayton Fulton  
Exhibits: Yes

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### **AGENDA SUBJECT:**

Consider/Discuss/Action regarding an Ordinance amending the FY 2015-2016 Budget

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### **SUMMARY:**

Completing the annual budget is a time consuming process over the course of several months. As you are aware, we begin budget preparations and forecast revenue and expenditures 18 months into the future. During FY 15 the finance staff was going through changes in staff responsibility and allowing greater involvement from staff in the preparation of the final budget document. In spite of reviews and meetings to discuss the final document, errors were found in the final budget. These errors were identified in the October budget report and are isolated to the General Fund. Finance staff have reviewed the causes of the discrepancy and has identified a need for better communication when changes to the budget document are made especially late in the budget cycle. Finance staff is committed to a more thorough review of those late changes in the future to ensure the budget document properly reflects what was discussed.

The errors consist of minor overstatements of revenue and minor understatements of expenditures. The original document presented to the council had a General Fund budget of \$5,249,228. The net result of over and under statements is a \$19,322 (0.37%) decrease in the budgeted revenues and expenditures for the General Fund.

The changes are isolated to the administrative and public safety budgets. The attached exhibit provides full details and is summarized below:

- Grant revenue in the Fire Department identified as overstated was not reduced in the budget document
- Intergovernmental revenue from the ISD for the SRO officer was overstated
- Property tax revenue was not updated with final tax rate numbers
- Increased cost for ambulance service was not properly updated in the budget document
- Costs for the laser fiche program were not updated in the administrative budget

The budget can be balanced by eliminating the amount we planned to reserve for public safety radios that would be purchased in FY 17. It is also possible that sales tax revenue collections will out-perform the budget projections later this fiscal year.

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**STAFF RECOMMENDATION:**

Approve the ordinance amending the FY 16 budget to correct misstatements in the adopted budget.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Clayton Fulton  
Exhibits: Yes

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**AGENDA SUBJECT:** Consider/Discuss/Action regarding a Resolution authorizing an allocation of the Contingent Appropriation for repairs to the Police/Municipal Annex building

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**SUMMARY:** The roof on the PD/Municipal Annex Building has had persistent leaks for several years and we have had limited success patching the leaks. The heavy rains in October and November exposed failed patching and repairs and exposed additional leaks. After the heavy rain in late October, Staff solicited proposals that would provide a more comprehensive repair to the problem. Opinions of the necessary repairs ranged from a complete tear out and rebuild to retrofitting the existing roof with a silicone system to seal the entire surface. Costs ranged from over \$50,000 to just under \$25,000. Upon a review of the proposals, Staff determined that D&G Quality Roofing presented the most cost effective option that would provide the best value to the City.

The heavy rains over the Christmas weekend exposed additional leaks that required an immediate response to prevent additional damage to the building interior. The City Manager authorized D&G Quality roofing to install a high solids silicone coating that would seal all areas where rain incursion is happening. Their work included the application of a white silicon coating applied to the entire roof system up to and including the parapet walls to seal the roof against future leaks. The product used in this process is warrantied for 50 years and the workmanship and labor is warrantied for 5 years with the option (after 5 years) to extend the labor warranty for up to 20 years for a minimal cost. The total cost of this work was \$24,907.32. The contract price was competitively bid through TIPS (The Interlocal Purchasing System).

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**STAFF RECOMMENDATION:**

Staff is recommending that the Council approve the attached resolution authorizing the use of a portion of the general fund contingent allocation to cover the repair cost. After payment, the contingent allocation will have a balance of \$131,989.68, or 84.13%.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Clayton Fulton  
Exhibits: No

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### **AGENDA SUBJECT:**

Briefing/Discussion regarding NTMWD wastewater charges

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### **SUMMARY:**

Since June of 2015, City staff has been working with NTMWD to verify the accuracy of the Throckmorton wastewater meter and establish correct billings for the 2015 fiscal year. In late May, we discovered that the NTMWD wastewater charges for the months of February, March, and April had been artificially reduced by NTMWD based on the mistaken assumption that the wastewater meter calibration was off. The reality was that the record spring rains introduced in a large amount of storm water into our wastewater system. This storm water inflow and infiltration (I&I) forced the City to divert a lot of water into the NTMWD system so as not to exceed our discharge permit at the Slayter Creek wastewater treatment plant. The true extent of the diversion to the NTMWD system was not known until late May when we were advised about the under billing for the previous 3 months. Staff briefed the Council regarding this issue in early June.

Even with the additional waste water diverted into the NTMWD system, Staff thought that the “corrected” wastewater flow readings seemed very high and asked NTMWD to evaluate the meter to see there was some other problem. NTMWD also had some uncertainty regarding the meter readings and hired an engineering firm out of Austin to study the Throckmorton Creek line and meters to determine if the flows were being measured accurately. We advised NTMWD at the time that we would delay paying any additional invoices until the accuracy of the wastewater meter could be verified.

In late October NTMWD advised us that, based on their preliminary findings, it appeared that our wastewater meter was generally operating consistent with its design, but that some minor adjustments to meter readings might be warranted.

In November Staff met with NTMWD to discuss the final disposition of the FY 2015 wastewater charges. They agreed to apply the minor adjustment that was warranted by their study to all metered flows for FY 2015, and the City agreed to pay all outstanding charges based on the FY 2015 adjusted flows. Due to the unique circumstances, they agreed to allow the City some extra time (until September 30, 2016) to pay outstanding charges from February, March, and April when our bills were erroneously adjusted without our knowledge. The City of Melissa has also indicated a willingness to work with Anna on the payment outstanding maintenance charges for the three months in question. The net effect of these agreements is that the City of Anna has an outstanding balance of \$329,550 due to NTMWD and \$9,905 due to the City of Melissa for a total of \$339,455.55. Payment for the outstanding balance to NTMWD is due September 30, 2016.

Staff plans to monitor the FY 16 budget throughout the fiscal year to ensure payment of the outstanding balance by the close of FY 16. At present, the best strategy for paying the outstanding balance is to use impact fee revenue to pay debt service on eligible projects in an amount equal to the outstanding NTMWD charges. This should create capacity within the FY 16 operating budget to pay the outstanding charges owed to NTMWD. Staff will ultimately return to the City Council with a formal recommendation prior to the close of the current fiscal year.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Chief Gothard  
Exhibits: None

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### **AGENDA SUBJECT:**

Briefing / Discussion regarding submission of 2015 Assistance to Firefighters Grant (A.F.G.) application..

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### **SUMMARY:**

The 2015 Assistance to Firefighters Grant (A.F.G.) application period opened on December 7, 2015, and will close on January 15, 2016. The grant allows Departments to apply for equipment and apparatus. The matching portion is set by the number of citizens served. The Anna Fire Dept. serves less than 20,000 citizens; our matching contribution would be a 5% match. Equipment: The Department's S.C.B.A.'s do not meet the current NFPA standard and were purchased in 2006 and are showing wear and parts are becoming obsolete. The estimated cost to replace the Department's twelve S.C.B.A.'s and extra cylinders and mask is estimated at \$100,000 with the Department share of \$5,000. Also being requested under the vehicle category is a quint fire apparatus. A quint is a apparatus that serves as both a pumper and aerial device. The estimated cost of a 75' quint apparatus is approximately \$1,000,000 with the Department share of \$50,000. Both of these items will assist in firefighter safety and community service.

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### **STAFF RECOMMENDATION:**

Allow for submission of the 2015 Assistance to Firefighters Grant (A.F.G.) application.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: Joseph Johnson  
Exhibits: Attached.

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### **AGENDA SUBJECT:**

Briefing/discussion regarding construction work hours.

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### **SUMMARY:**

The City's construction hours are outlined in the City of Anna Code of Ordinances, Part II, General Ordinances, Section 22.

- (a) On weekdays and Saturdays, Construction may not take place after 7:00 p.m. or before 7:00 am.
- (b) Construction on Sunday is prohibited.

Work at any other time is prohibited unless an exception is made in writing through the issuance of a permit by the City Manager or designee (Section 22.03 a) or if the work is by and for certain public entities (b).

A twelve hour work-day is advisable for construction work hours for a number of reasons.

1. Projects are generally bid based upon a twelve-hour workday. Shortening the work hours lengthens the project time which increases the number of days that leased equipment, crews and materials are onsite. This increases development costs and may result in costs being passed on to the homeowner.
2. Decreased work hours increases the number of days that adjacent property owners are inconvenienced by the construction.
3. Some aspects of construction once started must be finished within a given day. For example, when the weather is cold concrete has a longer cure time and contractors often need all 12 hours in order to pour and finish the concrete. Another example would be a traffic related project that must be finished within the same day (e.g. installing a pavement transition or finishing pavement striping).

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**STAFF RECOMMENDATION:**

Item is for informational purposes only, however, staff is not recommending changes to the work hours.



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: City Manager  
Exhibits: N/A

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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. 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 existing and potential commercial business prospects.
- b. 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)**; recent changes to State law regarding municipal facilities.
- c. 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.
- d. discuss or deliberate personnel matters **(Tex. Gov't Code)**; 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.

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**STAFF RECOMMENDATION:**

[Click here to enter text.](#)



## City Council Agenda Staff Report

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Date: January 12, 2016  
Staff Contact: City Manager  
Exhibits: N/A

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### **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.

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### **SUMMARY:**

Click here to enter text.

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### **STAFF RECOMMENDATION:**

Click here to enter text.



## City Council Agenda Staff Report

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Date: January 12, 2016  
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.