



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL- WORK SESSION

March 8, 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 March 8, 2016 at Anna City Hall, located at 111 N. Powell Parkway (Hwy 5), regarding the following items:

1. Call to Order, Roll Call and Establishment of Quorum.
2. Briefing/Discussion regarding hotel occupancy tax (Clayton Fulton)
3. Briefing/Discussion regarding Fiscal Year 2016-2017 budget calendar (Clayton Fulton)
4. Briefing/Discussion regarding the progress of the reconstruction of FM 455 (Joseph Johnson)
5. Briefing/Discussion regarding Annexation of land west of Lakeview Estates (Maurice Schwanke)
6. **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.

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

1. The Council may vote and/or act upon each of the items listed in this agenda.
2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

7. Consider/Discuss/Action on any items listed on the posted agenda or any closed session occurring during this meeting, as necessary.

8. 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. March 4, 2016.

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

Meeting Date: March 8, 2016
Staff Contact: City Administrator
Exhibits: No

AGENDA SUBJECT:

Call to Order, Roll Call and Establishment of Quorum.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Meeting Date: March 8, 2016

Staff Contact: Clayton Fulton

Exhibits: Yes

AGENDA SUBJECT: Briefing/Discussion regarding hotel occupancy tax

SUMMARY: Periodically city staff will receive inquiries regarding the development of a hotel in Anna. While there is no specific project proposed at the time, staff believes there will be interest in the future from the private market for the development of a hotel in Anna. The discussion here is to brief the council on the local hotel occupancy tax (HOT tax) and receive any council direction on the matter.

Texas Tax Code 351.002 allows all incorporated Texas municipalities to enact a hotel occupancy tax (HOT tax) within the city limits and the option for cities with a population of less than 35,000 to adopt the tax in its extra-territorial jurisdiction. There are some variations in the code allowing for certain cities to adopt different tax rates based upon certain criteria related to population and geographic location; however, the City of Anna does not fall into any of these various categories and may enact a HOT tax of up to 7%.

Staff have conducted a review of surrounding municipalities' respective HOT tax rates and found the cities of Frisco, Allen, McKinney, Plano, Little Elm, Fairview, Sherman, and Denison have all adopted a rate of 7%. The state HOT tax is 6% making the total HOT tax paid in these cities 13%.

The use of HOT tax revenue is highly regulated by the Texas tax code with certain restrictions on allocation of revenue based upon various criteria. Generally speaking, all HOT tax expenditures must meet the following two-part test:

- Criteria 1 - Every expenditure must directly enhance and promote tourism and the convention and hotel industry
- Criteria 2 – Every expenditure must clearly fit into one of the nine statutory categories listed below

- 1 Funding the establishment, improvement, or maintenance of a convention center or visitor information center
- 2 Paying the administrative costs for facilitating convention registration
- 3 Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the city or its vicinity
- 4 Expenditures that promote the arts
- 5 Funding historical restoration or preservation programs
- 6 Funding certain expenses, including promotion expenses, directly related to a sporting event within counties with a population under 1 million
- 7 Funding the enhancement or upgrading of existing sports facilities or sports fields for certain municipalities
- 8 Funding transportation systems for tourists
- 9 Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality

Based upon the statute, the city could not make any expenditures in number 7.

The use of HOT tax revenue is highly regulated; however, in all cases, the revenue cannot support general fund operations. All HOT tax funds would be reserved in a special HOT tax fund to track all revenues and expenditures and ensure all expenditures are made according to the tax code.

There is no statutory formula for determining the level of impact an event must have to satisfy the requirement to directly promote tourism and hotel and convention activity. Communities with successful tourism promotion programs generally award the amount of the hotel occupancy tax by the proportionate impact on tourism and hotel activity incident to the funding request. Entities applying for hotel occupancy tax revenue funding should indicate how they will market the event to attract tourists and hotel guests. If an entity does not adequately market its events to tourists and hotel guests, it is difficult to produce an event or facility that will effectively promote tourism and hotel activity.

Subject to the direction of the City Council, staff will prepare a HOT tax ordinance for consideration at a future council meeting.

STAFF RECOMMENDATION: This is a discussion item only, however, staff is recommending that the Council consider adoption of a HOT tax on a future agenda.



City Council Agenda Staff Report

Meeting Date: March 8, 2016
Staff Contact: Finance Director
Exhibits: Yes

AGENDA SUBJECT: Briefing/Discussion regarding the FY 2016-2017 Budget Calendar.

SUMMARY: The Local Government Code and our City Charter provide guidelines for the process of adopting the annual budget. In order to fund our annual budget, the City must also adopt a property tax rate. The process for adopting the tax rate is stipulated in the Tax Code. Adopting the budget and tax rate goes hand in hand; therefore the budget calendar presented below incorporates the requirements of Texas Code and our City Charter for adopting the annual budget and tax rate.

The calendar has highlighted the important dates and deadlines that must be met in order to pass the FY 17 budget and tax rate in the early part of September 2016. Dates in blue highlight various requirements that staff will complete; dates in gray highlight public meetings with the City Council; dates in green are publication dates; and dates in red are holidays.

Every effort has been made to keep to our regularly scheduled council meetings with the only exception being special meeting scheduled for September 6 to conduct the second hearing on the tax rate. This ensures that adequate time and attention are devoted to the budget process prior to its adoption. The proposed schedule provides for the budget and tax rate adoption in early September. The early time table allows council and staff the ability modify the schedule as needed while maintaining our ability to adopt and establish the budget in a timely manner.

The schedule provides for 6 budget oriented workshops prior to submittal of the draft budget on July 26.



City Council Agenda Staff Report

Meeting Date: March 8, 2016
Staff Contact: Joseph Johnson
Exhibits: None.

AGENDA SUBJECT:

Briefing/Discussion regarding the progress of the reconstruction of FM 455 (Joseph Johnson)

SUMMARY:

The Texas Department of Transportation (TxDOT) is projecting substantial completion for FM 455 to occur by September 23, 2016. 90% of the storm pipe has been installed on the project. TxDOT's contractor (Lone Star) is planning to have a concrete batch plant set up on the week of March 13th with plans to start concrete work the first week of April. This means that we should see rebar installed on top of the asphalt over the next couple of weeks. By May 27th TxDOT is projecting that traffic will be switched over to the new concrete lanes on the north side. The contractor will then make the permanent intersecting road connections and also begin grading followed by liming operations on the south side.

The bridge beams are scheduled to start on March 28th.

As with any major infrastructure project, these are projected dates that are subject to change pending weather and material availability.

STAFF RECOMMENDATION:

Briefing only.



City Council Agenda Staff Report

Date: 03/08/15
Staff Contact: Maurice Schwanke
Exhibits: Yes.

AGENDA SUBJECT:

Discussion of possible annexation of land between existing subdivisions.

SUMMARY:

The property in question is surrounded by existing subdivisions on the west and north (Oak Hollow) and the new Lakeview subdivision on the east. On the south the property is bounded by Taylor Blvd. A new section of Ferguson Parkway has been recently built to the east. Since this land is in our ETJ no land use control exists and virtually anything can develop in this area. Some uses that could be established would adversely affect the neighborhoods. The area contains 5 separate ownerships. Three of the parcels have an Agricultural exemption on them. Therefore a non-annexation agreement would need to be offered on those properties. The staff believes that it would be in the best interest of the surrounding neighborhoods and the City if this area was annexed or had an agreement attached to them.

STAFF RECOMMENDATION:

Instruct the staff to bring forth a resolution establishing time and dates for Public Hearing to consider annexation.



City Council Agenda Staff Report

Date: March 8, 2016
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.

The Council further reserves the right to enter into closed 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: March 8, 2016
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

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

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Adjourn

SUMMARY:

Item to adjourn the meeting.

STAFF RECOMMENDATION:

Staff recommends a motion to adjourn.



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL – REGULAR SESSION

March 8, 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 March 8, 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 and Establishment of Quorum.
2. Invocation and Pledge of Allegiance.
3. Citizen comments. *Citizens are allowed three minutes to speak to Council. 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 February 23, 2016. (Carrie Smith)
6. 12Consider/Discuss/Action regarding a Resolution accepting the 2015 Annual Audit (Clayton Fulton)
 - a. Presentation
 - b. Resolution accepting the Annual Audit
7. Consider/Discuss/Action regarding an Ordinance amending the FY 2015-2016 Budget for the purchase of the Anna Grain property. (Clayton Fulton)
8. Consider/Discuss/Action regarding a Resolution approving an Interlocal Agreement with Collin County for the US 75 Utility Relocation Project. (Joseph Johnson)
9. Consider/Discuss/Action regarding a Resolution approving an engineering task order from Birkhoff, Hendricks and Carter for the US 75 Utility Relocation Project. (Joseph Johnson)
10. Consider/Discuss/Action regarding a Resolution amending the Subdivision Improvement Agreement for Anna Crossing, Phase 1A, and approving a Subdivision Improvement Agreement for Anna Crossing, Phase 1C. (Maurice Schwanke)
11. Briefing/Discussion regarding Collin McKinney Day Proclamation. (Mayor Crist)
12. CLOSED SESSION (EXCEPTIONS): Under Tex. Gov't Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:
 - a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with

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.

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.

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

- 13. Consider/Discuss/Action on any items listed on the posted agenda or any closed session occurring during this meeting, as necessary.

- 14. 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. March 4, 2016.

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.
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City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Call to Order, Roll Call and Establishment of Quorum.

SUMMARY:

Mayor establishes a quorum

STAFF RECOMMENDATION:

Item No. 2

City Secretary's use only



City Council Agenda Staff Report

Date: March 8, 2016

Staff Contact: City Manager

Exhibits: N/A

AGENDA SUBJECT:

Invocation and Pledge of Allegiance.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

Citizen comments.

SUMMARY:

Citizens are allowed three minutes to speak. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: March 8, 2016
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: March 8, 2016
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 February 23, 2016. (Carrie Smith)

STAFF RECOMMENDATION:

Staff recommends approval of the consent items.



City Council Agenda Staff Report

Meeting Date: March 8, 2016
Staff Contact: Finance Director
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Take Action regarding a Resolution accepting the Annual Audit

SUMMARY: LaFollett & Abbott PLLC performed an audit of the City's FY 15 finances. Rod Abbott of the firm will present the FY 15 Audit and will be available to answer questions.

The auditors have presented an Unmodified Audit Opinion (Clean Opinion) of the City's financial statements. This means the financial statements fairly present, in all material aspects, the financial position of the governmental activities, business type activities, each major fund, and the aggregate remaining fund information of the City of Anna as of September 30, 2015.

As part of the audit's testing and review process the auditor's also review staff performance in managing the City's finances. The FY 13 audit included some recommendations and a material weakness that was carried over into FY 14 with a recurring recommendation. The FY 15 audit does not include any recurring recommendations regarding previous audit recommendations.

The FY 15 budget included funding for a full time accountant in the finance department. The additional staff resources provided by the accountant assisted with clearing out previous audit recommendations. While staff have improved in our understanding of year end closing procedures in preparation for the annual audit, we still rely upon an accounting consultant which we anticipate will diminish in future years.

In spite of the clean audit opinion and increased staff proficiency and resources the auditor has identified one material weakness related to year-end closing procedures. The finding is the result of not recording the accounting entry to capitalize expenditures related to new long-term assets and not recording one of the 2014 refunding bonds.

FY 15 included significant capital project activity both directly by the City and indirectly by developers. This increased activity related to an increase in accounting entries to capitalize these assets at year end. The oversight related to recording the assets can be easily corrected in future years. All internal work papers included the assets on the capital outlay and depreciation schedules but did not include the final adjusting entry to capitalize the expenditures. Staff will conduct an additional check reconciling internal work papers to the general ledger trial balance once all adjusting entries have been entered into the accounting system. Once the auditors identified the weakness, staff completed the work and presented the proposed entry to the auditors which was subsequently accepted.

Additionally, FY 15 included debt issues to refund existing debt into more favorable terms. Accounting entries related to debt are complex and involve several general ledger accounts; refunded debt increases the complexity of the entry. Staff have typically relied upon our accounting consultant to support in preparing required accounting entries related to debt at the close of each fiscal year. Due to an oversight in preparing the entry for utility fund debt, the 2014 A refunding was not recorded. Once the auditors identified the weakness, staff discussed the oversight with the consultant who promptly performed the work and presented the proposed entry to the auditors which was subsequently accepted. This weakness can easily be remedied by more effective coordination with the consultant on debt issues. Staff will no longer wait until the end of the fiscal year to coordinate any entries related to debt issues when all adjusting entries related to existing debt are entered into the general ledger. As a matter of practice and policy, staff will coordinate with the consultant immediately following the issue of all future debt rather than waiting until the end of the fiscal year.

As represented by previous audits, finance staff are committed to ensuring the finding is not repeated and believe the necessary controls are in place to ensure this finding is not repeated in future years.

While particular attention has been made to the material weakness identified by the auditors, there are a number of positive results from the audit including the clean opinion and an increase in overall fund balance in the general fund. Our auditor will share a brief presentation illustrating some highlights from the audit at the meeting

STAFF RECOMMENDATION: Approve the resolution accepting the audit.



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: Clayton Fulton
Exhibits: Yes.

AGENDA SUBJECT:

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

SUMMARY: The City Council recently authorized the City Manager to execute a land purchase agreement with Chris and Jacque Cashdollar for a 4.16 acre tract of land immediately adjacent to the City's fire station.

The attached ordinance amends the Capital Projects Fund budget authorizing the land purchase. As discussed with Council, unreserved fund balance from the General Fund will provide the cash resources to the Capital Projects Fund for the purchase. Use of unreserved fund balance will not drop the City below its policy of maintaining 25% (90 days) of appropriations in unreserved fund balance. The FY 15 audit shows an increase in unreserved balance; if approved, unreserved fund balance would be at 38.58% (140 days).

It is expected that closing on this purchase will occur on March 15, 2016. In order to fund the purchase staff presented using unreserved fund balance with the possibility of issuing a short term note to reimburse the General Fund for the purchase. After the council meeting on February 23rd staff began working up various scenarios with our financial advisors to determine the optimal use of cash reserves given existing debt, projected new debt service, and the effect on fund balance. These scenarios are still being reviewed.

Staff recommends the funds be accounted for as a "loan" to the capital projects fund rather than a "transfer" of funds. This strategy will preserve overall fund balance in the General Fund (though still dropping unreserved fund balance). Additionally, accounting for the funds as a loan rather than a transfer denotes a reasonable expectation that the funds will be repaid to the General Fund restoring unreserved fund balance. Based upon the reimbursement resolution approved by the council last year, the General Fund has the option to be reimbursed from future bonds issued for the construction of city hall. Should the

council direct staff not to have future bond funds reimburse the General Fund, the loan would then be treated as a true transfer of funds from the General Fund to the Capital Projects Fund.

STAFF RECOMMENDATION: Staff recommends approval of the ordinance amending the FY 16 budget.



City Council Agenda Staff Report

Meeting Date: March 8, 2016
Staff Contact: Joseph Johnson
Exhibits: Yes

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution approving an Interlocal Agreement with Collin County for the US 75 Utility Relocation Project.

SUMMARY: The Texas Department of Transportation (TxDOT) is planning to reconstruct and widen US 75 from the Outer Loop Road north through the FM 455 interchange. TxDOT is requiring the relocation of certain city owned water lines that will be in conflict with the project. Our consulting engineer is recommending that the water lines subject to relocation be replaced with 12 inch water lines consistent with our water master plan.

It is estimated that the total cost of this project will be just over \$1.8 million. We anticipate that approximately 60% of the project costs (\$1.1 million) will be reimbursed back to the City from TxDOT after the project is complete. Since the City has limited financial resources, and given the regional importance of the US 75 expansion program, Collin County has indicated that they are willing to assist the City with this project.

Subject to the terms of the attached Interlocal Agreement, Collin County will provide funds to the City for the design and construction of the utility relocation project. Any reimbursements that the City receives from the TxDOT would be remitted to Collin County. It is anticipated that the TxDOT reimbursements will account for about 60% of the total project cost. If the TxDOT reimbursement is less than 50% of the County's financial contribution, the City agrees to provide an additional reimbursement payment to Collin County so that the County's net contribution (after receipt of all reimbursements) is not greater than 50% of the total financial assistance provided by the County.

In addition, the City agrees that the 2007 County Bond Project for Mantua Road (CR 371) will be reduced by an amount equal to the County's financial contribution less the actual TxDOT reimbursement amount, or by an amount equal to one-half the County's financial contribution, whichever is less.

STAFF RECOMMENDATION: Staff recommends approval of the attached Resolution and Interlocal Agreement.



City Council Agenda Staff Report

Meeting Date: March 8, 2016
Staff Contact: Joseph Johnson
Exhibits: Attached

AGENDA SUBJECT:

Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute an engineering task order with Birkhoff, Hendricks, and Carter, LLP for the US 75 Utility Relocation Project.

SUMMARY:

The Texas Department of Transportation (TxDOT) will be reconstructing US 75 between Melissa Road and FM 455. TxDOT is currently acquiring right-of-way (ROW) and coordinating with the various utility companies related to utility relocation. The City of Anna has approximately 11,957 linear feet (2.26 miles) of water lines that will have to be relocated due to either a conflict with proposed TxDOT infrastructure or with proposed ROW acquisitions.

The engineering services task order with Birkhoff, Hendricks, and Carter, LLP provides for design, bidding, and contract administration services for the project. The engineering consulting fee covering Basics Services (Part I) for the project is for the lump sum amount of \$147,650.00 and the additional services (Part II) for the project is for the amount of \$80,000.00, for a total not to exceed amount of \$227,650.00. The total estimated cost for the project including engineering and professional services is \$1,812,000. Funds are available for this project through an Inter-local agreement (ILA) with Collin County.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution which authorizes the City Manager to execute a task order with Birkhoff, Hendricks, and Carter, LLP for the US 75 Utility Relocation Project.



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: Maurice Schwanke
Exhibits: Yes.

AGENDA SUBJECT: Resolution amending the Subdivision Improvement Agreement for Anna Crossing, Phase 1A, and approving a Subdivision Improvement Agreement for Anna Crossing, Phase 1C. (Maurice Schwanke)

SUMMARY: In February of 2015, the City Council approved an Agreement that provided for the future dedication of a 3.5 acre tract of land to be developed as a neighborhood park within the Anna Town Square (Anna Crossing) development. The attached agreements would amend the original arrangement as follows:

1. The developer will donate a 3.14 acre tract to the City to be developed as a public neighborhood park open to all residents of Anna. The developer would receive park land donation fee credits proportional to the size of the donation (as required by City ordinance). An adjacent 0.69 acre tract would be retained by the developer as a private amenity center for the Anna Town Square neighborhood.
2. The developer will construct various park improvements on the public park property at an estimated cost of \$375,000. The developer would receive park development fee credits equal to the cost of the park improvements as required by City ordinance.
3. The Anna Town Square HOA will be responsible for all park maintenance (under the supervision of the City) until Certificates of Occupancy for 400 single family homes have been issued within the Anna Town Square development.
4. The developer will construct the section of Leonard Blvd. located adjacent to the park property. The developer would receive Road Capital Improvement Fee rebates equal to the cost of the roadway improvements.

Parks come in all sizes and function. The neighborhood park is the smallest unit and ranges from 2 to 10 acres in size. These parks generally have a playground,

open play area, picnicking and are adjacent to school facilities in many cases. Other types of park include Playfields (10 to 15 acres) and community parks (40 to 100 acres) which are typically the largest type within urbanized areas.

STAFF RECOMMENDATION: This neighborhood park will provide some relief to the Slayter Creek Park pavilion which is reserved for several occasions each weekend during favorable weather conditions (birthday parties, reunions etc.) Staff also believes this facility will help with the overall distribution of recreational facilities in the City. The Parks Advisory Board has reviewed and recommended approval of this new park facility. Staff also recommends approval of the attached Agreements and Resolution.



City Council Agenda Staff Report

Date: March 8, 2016
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).
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STAFF RECOMMENDATION:

Item No. 12
City Secretary's use only



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: City Manager
Exhibits: N/A

AGENDA SUBJECT:

Consider/Discuss/Action on any items listed on the posted agenda or any closed session occurring during this meeting, as necessary.

SUMMARY:

STAFF RECOMMENDATION:



City Council Agenda Staff Report

Date: March 8, 2016
Staff Contact: City Manager
Exhibits: None

AGENDA SUBJECT:

Adjourn

SUMMARY:

Item to adjourn the meeting.

STAFF RECOMMENDATION:

Staff recommends a motion to adjourn.