



AGENDA

City Council Work Session

Tuesday, December 13, 2016 @ 6:30 PM

Anna City Hall, Council Chambers
111 N. Powell Parkway, Anna, Texas 75409

The City Council of the City of Anna will meet in Work Session at 6:30 PM, on December 13, 2016, at the Anna City Hall, Located at 111 North Powell Parkway (Hwy 5), to consider 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 personnel matters (**Tex. Gov't Code §551.074**); City Manager annual review; City Secretary annual review.
- b. 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 development of Q Seminole Anna Town Center property and proposed CDC business park; discuss commercial business prospects.
- 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. 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**); discuss annexation regulations.

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 any agenda—work session, regular meeting, or closed session—that is duly posted by the City of Anna for any City Council meeting occurring on the same date as the meeting noticed in this agenda.
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. on December 13, 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.
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.



AGENDA

Regular City Council Meeting

Tuesday, December 13, 2016 @ 7:30 PM

Anna City Hall, Council Chambers
111 N. Powell Parkway, Anna, Texas 75409

The City Council of the City of Anna will meet in Regular Session at 7:30 PM, on December 13, 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. 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.

5. Consent Items.

These items consist of non-controversial or "housekeeping" items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.

- a. Approve City Council Meeting minutes for November 8 and November 22, 2016. (City Secretary)
 - b. Review of Planning and Zoning Commission Minutes. (Maurice Schwanke)
 - c. Review minutes of the Economic Development Corporation meeting from September 29, 2016. (Jessica Perkins)
 - d. Review minutes of the Community Development Corporation meeting from September 29, 2016. (Jessica Perkins)
 - e. Resolution approving an Agreement with Collin County for Animal Sheltering Services for FY 2017. (Chief Jenks)
 - f. Resolution approving an Agreement with Collin County for Animal Control Services for FY 2017. (Chief Jenks)
 - g. Resolution approving an Agreement with Collin County for Police Dispatch Services. (Chief Jenks)
 - h. Resolution approving a development plat of the Hartline Addition. (Maurice Schwanke)
6. Consider/Discuss/Action regarding a Resolution approving a Second Amended and Restated Facilities Agreement UDF Northpointe, LLC. - 184.01 Acre Tract. (Maurice Schwanke)
 7. Consider/Discuss/Action on an appointment to fill a vacancy on the Parks Advisory Board. (City Council)
 8. Consider/Discuss/Action on a Resolution making an appointment to serve a two-year term on the Greater Texoma Utility Authority Board of Directors. (City Council)
 9. Consider/Discuss/Action regarding an Ordinance replacing Ordinance No. 343-2007 authorizing the Anna Fire Department to charge the cost of certain emergency and rescue services within the response area of the Anna Fire Department. (Chief Gothard)
 10. Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a Services Agreement with Fire Recovery USA, LLC. (Chief Gothard)
 11. Consider/Discuss/Action regarding a Resolution selecting a grant administration consulting firm to perform administrative services for grant application services and

grant administration services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds. (Joseph Johnson)

12. Consider/Discuss/Action regarding a Resolution selecting an engineering consulting firm to perform engineering services for a grant application and project engineering services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds. (Joseph Johnson)
13. Briefing/Discussion regarding NTMWD Regional Wastewater System & Upper East Fork Interceptor System Membership Request. (Joseph Johnson)
14. Briefing/Discussion regarding TxDOT Green Ribbon Program. (City Manager)
15. Consider/Discuss/Action regarding a Resolution casting a ballot for the election of eight members to the TCAP Board of Directors. (City Council)
16. CLOSED SESSION (EXCEPTIONS)

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- b. 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 development of Q Seminole Anna Town Center property and proposed CDC business park; discuss commercial business prospects.
- 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. 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**); discuss annexation regulations.

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.

17. Consider/Discuss/Action on any items listed on any agenda—work session, regular meeting, or closed session—that is duly posted by the City of Anna for any City Council meeting occurring on the same date as the meeting noticed in this agenda.

18. 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. on December 13, 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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Item No. 5.a.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Approve City Council Meeting minutes for November 8 and November 22, 2016. (City Secretary)

SUMMARY:

STAFF RECOMMENDATION:

Staff recommends approval of the attached minutes.

ATTACHMENTS:

Description	Upload Date	Type
Proposed 11/8 Minutes	12/9/2016	Exhibit
Proposed 11/22 Minutes	12/9/2016	Exhibit



Item No. 5.b.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Review of Planning and Zoning Commission Minutes. (Maurice Schwanke)

SUMMARY:

The minutes have been approved by the P&Z Commission and are provided to Council for review and/or any questions.

STAFF RECOMMENDATION:

No Action Required.

ATTACHMENTS:

Description	Upload Date	Type
November 7, 2016 P & Z minutes	12/8/2016	Backup Material



Item No. 5.c.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Review minutes of the Economic Development Corporation meeting from September 29, 2016.
(Jessica Perkins)

SUMMARY:

n/a

STAFF RECOMMENDATION:

n/a

ATTACHMENTS:

Description	Upload Date	Type
EDC minutes	12/8/2016	Staff Report



Item No. 5.d.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Review minutes of the Community Development Corporation meeting from September 29, 2016.
(Jessica Perkins)

SUMMARY:

n/a

STAFF RECOMMENDATION:

n/a

ATTACHMENTS:

Description	Upload Date	Type
CDC Minutes	12/8/2016	Backup Material



Item No. 5.e.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Resolution approving an Agreement with Collin County for Animal Sheltering Services for FY 2017.
(Chief Jenks)

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 to the citizens of Anna.

The FY 2017 cost being levied by Collin County for Animal Sheltering services is \$16,936. The attached Resolution authorizes the current Agreement to be amended to extend the Animal Sheltering Agreement through September 30, 2017.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution and Agreement.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/8/2016	Resolution
Exhibit 1, FY17 Animal Shelter Contract Amendment	11/15/2016	Exhibit



Item No. 5.f.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Resolution approving an Agreement with Collin County for Animal Control Services for FY 2017.
(Chief Jenks)

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 to the citizens of Anna.

The FY 2017 cost being levied by Collin County for Animal Control services is \$33,837. The attached Resolution authorizes the current Agreement to be amended to extend the Animal Control Agreement through September 30, 2017.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution and Agreement.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/8/2016	Resolution
Exhibit 1, FY17 Animal Control Contract Amendment	11/15/2016	Exhibit



Item No. 5.g.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Resolution approving an Agreement with Collin County for Police Dispatch Services. (Chief Jenks)

SUMMARY:

The Police Department receives its dispatch services via an agreement with Collin County. This agreement allows for the Sheriff's Office to provide the dispatch services necessary for the operations of the Police Dept. In return, the City pays a fee associated with each radio event, currently \$6.68 per event.

The County assesses the fees for the current year using the previous year's call volume and adds a personnel cost for two (2) dispatchers that is divided up among the Cities. Last year's call volume resulted in a fee to Anna of \$58,556.88. The percentage costs to Anna for the 2 dispatch positions is \$20,808.94. The total annual cost of the Agreement is \$79,365.82. The City will be billed in equal quarterly installments of approximately 19,841.

This Resolution allows the agreement to be renewed through the end of FY 2017.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/8/2016	Staff Report
Exhibit 1, FY 2017 Dispatch Services Agreement	11/30/2016	Exhibit
FY 2017 Dispatch Services Breakdown County-wide	11/30/2016	Backup Material



Item No. 5.h.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Resolution approving a development plat of the Hartline Addition. (Maurice Schwanke)

SUMMARY:

Ms. Kathy Hartline has submitted an application for approval of a development plat of the Hartline Addition. This 2-acre tract is located within Anna’s extraterritorial jurisdiction at 10242 Twin Creeks Circle. The owner is proposing to build a house and a storage building on the property. The submittal meets the City of Anna development plat requirements and the Planning and Zoning Commission has recommended approval.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution and development plat.

ATTACHMENTS:

Description	Upload Date	Type
Resolution Approving the Harline Development Plat	12/7/2016	Resolution
Exhibit 1, Hartline Development Plat	12/2/2016	Exhibit
Hartline Location Map	12/2/2016	Backup Material



Item No. 6.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution approving a Second Amended and Restated Facilities Agreement UDF Northpointe, LLC. - 184.01 Acre Tract. (Maurice Schwanke)

SUMMARY:

When the Northpointe Crossing subdivision was approved, the City signed a Facilities Agreement which outlined the obligations of the developer and the City with regard to certain infrastructure and other public improvements. Part of the Agreement requires the developer of a future phase of the property, to construct a walking trail through a greenbelt that bisects the property. Upon completion of the trail, the City is required to reimburse the developer for the construction cost of the trail from Park Fees collected in connection with development of the subdivision. The maximum reimbursable amount is \$175,000. To date, the City has collected \$130,500 in Park Fees from Northpointe.

Staff is recommending that the Facilities Agreement be amended to remove the requirement for the developer to construct the trail in the greenbelt area. The greenbelt is entirely contained within the Northpointe subdivision and the proposed trail would not connect to the City's master trail system. Removal of this requirement would unencumber the Park Fees collected so far and make them available for other City park projects and capital improvements or park equipment. The current Northpointe developer supports this proposed amendment.

The Council previously considered this item on November 8th. A motion to approve the amendment failed on a 3 to 3 tie vote. Council requested an opportunity to revote on December 13.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution and the amended Agreement.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/8/2016	Resolution
Exhibit 1, Amended Agreement	10/27/2016	Exhibit
Northpointe Crossing Greenbelt	10/31/2016	Backup Material



Item No. 7.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action on an appointment to fill a vacancy on the Parks Advisory Board. (City Council)

SUMMARY:

Due to a move, Erin Cogar has resigned and vacated her position in Place 5 on the Parks Advisory Board. The Parks Advisory Board advises the City Council on park-related matters. The Board assists in the development of the parks master plan and reviews and recommends approval of the concept plans for new parks. Members assist in raising funds for the construction of new park facilities including the development of grant applications. The Board also makes recommendations related to the development of new park and recreation programs. Membership consists of five volunteers who serve for two-year staggered terms. Meetings normally occur on the third Monday of each month at 7:00 p.m.

We have one applicant, Kirby Barrett. All eligibility and background checks have been completed.

STAFF RECOMMENDATION:

Staff recommends that the Council make an appointment to fill Place 5 on the Parks Advisory Board.

ATTACHMENTS:

Description	Upload Date	Type
Barrett, Kirby Application	11/15/2016	Backup Material



CITY OF ANNA

APPLICATION FOR CITY COUNCIL-APPOINTED BOARDS AND COMMISSIONS

Please print or type

Note: Applications will be held for one (1) year.

Board/Commission Preference: (Select in order from 0-5)

- 5 EDC –Economic Development Corporation 2 CDC –Community Development Corporation
- 3 P&Z* –Planning and Zoning Commission 1 Parks Advisory Board
- 4 Board of Adjustments *Commission members must be qualified City voters.

Name: Kirby Barrett Date of Birth: 09/16/1981

Any previous/other name(s): _____

Home Address: 1822 Sable Wood Dr.

Home Telephone: 972.876.2657 Cell Phone: same

Home E-mail: ksbarrett@hotmail.com Resident in Anna for 1.5 years

Preferred method of contact: Home Cell or Email

Are you a registered voter in the City of Anna? Yes or No

Profession/occupation: Landscape Architect

Business Name: Kimley-Horn

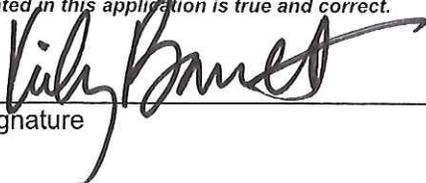
Special knowledge or experience applicable to board/commission function:

I am a landscape architect with experience in the planning, design and construction of outdoor spaces, including parks. I also work with developers in the design and construction of commercial properties (primarily multi-family, office/campus, and mixed-use properties).

Other information (e.g., civic activities):

Have you ever been convicted of a felony or a crime of moral turpitude? (Note: Generally, a crime of moral turpitude is a crime involving dishonesty). Yes or No

Criminal background checks will be conducted on applicants. By signing below, you are representing that all of the information stated in this application is true and correct.


Signature

11/8/16
Date

Email Form

Please return completed application to:
Office of the City Secretary
111 N. Powell Parkway
Anna, TX 75409-0776

972-924-3325
PO Box 776
csmith@annatexas.gov

Print



Item No. 8.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action on a Resolution making an appointment to serve a two-year term on the Greater Texoma Utility Authority Board of Directors. (City Council)

SUMMARY:

The Greater Texoma Utility Authority (GTUA) is a local political subdivision of the State and is governed by a Board of Directors. The Authority is a special-law district organized under Article XVI, Section 59, of the Texas constitution and operates under Chapter 49 of the Texas Water Code. GTUA member cities include: Denison, Sherman Anna, Bailey, Collinsville, Ector, Gainesville, Gunter, Howe, Leonard, Muenster, Pottsboro, Tioga, Tom Bean, Valley View, Van Alstyne, Whitesboro, and Whitewright.

The Authority operates under the provisions of Chapter 49 of the Texas Water Code. The Authority has no taxing power, but may incur debt by the issuance of bonds supported by revenues from the operations it finances. The Authority may enter into contracts to provide services for member cities and others when requested. The Authority provides its member cities with assistance in financing and construction of water and wastewater facilities. The Authority may also be requested to provide operations services for water and wastewater facilities by member cities and others.

The Authority is governed by a Board of Directors appointed by its member cities. Places 1, 2, and 3 are appointed by the City of Denison. Places 4, 5, and 6 are appointed by the City of Sherman. The City of Gainesville appoints a member for Place 7, with Place 8 appointed by the City of Anna. Place 9 is appointed by the general law member cities. Board members serve two-year terms. Half of the Directors are appointed each year so that the terms overlap. The Board of Directors is responsible for establishing all policies of the Authority.

Mr. Dave Stump currently serves as the City of Anna's appointee to the Greater Texoma Utility Authority's Board of Directors in Place 8. His term expires at the end of 2016. Mr. Stump is eligible for and has asked to be considered for reappointment to another term. The Board typically meets on the third Monday of each month at 12:00 noon.

STAFF RECOMMENDATION:

Staff recommends that the Council fill the appointment by approval of the attached Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Resolution	12/8/2016	Resolution



Item No. 9.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding an Ordinance replacing Ordinance No. 343-2007 authorizing the Anna Fire Department to charge the cost of certain emergency and rescue services within the response area of the Anna Fire Department. (Chief Gothard)

SUMMARY:

In 2007 the City Council approved an ordinance that established a revenue recovery program that allows the Fire Department to recover a portion of the cost associated with responding to certain prolonged events such as motor vehicle accidents, hazardous materials spills, etc. In many cases, persons or entities requiring emergency service resulting from a major incident have insurance coverage that will partially reimburse the City for costs associated with the use, loss, damage and wear and tear to the tools, equipment and materials used in connection with rendering emergency services.

Residents of the City of Anna, receiving emergency services rendered by the Anna Fire Department are exempt from the service charges and revenue recovery plan provided for in the Ordinance. Calls for service at single family structure fires within the Anna city limits, and first responder/medical assist calls to a residence (not involving a motor vehicle) within the Anna city limits are also exempt from the service charges.

Earlier this year, Revenue Rescue, the company that had previously been approved for billing for services, went out of business. While researching companies that could replace Revenue Rescue, Staff reviewed the 2007 Ordinance and is recommending that a couple of issue be addressed in a revised Ordinance.

1. The revised Ordinance replaces language that referred to the Anna Volunteer Fire Department with the Anna Fire Department.
2. While most of the fees will remain the same as previously approved in the 2007 ordinance, the revised Ordinance adopts a new fee schedule with a few changes. *(the 2007 Ordinance and fee schedule is provided with this staff report for comparative purposes)*

Section 4 of the proposed ordinance has been revised to clarify that commercially owned, operated, or zoned properties are also eligible for the exemption granted to residents of the City of Anna.

STAFF RECOMMENDATION:

Staff recommends approval of this revised Ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Cost Recovery Ordinance	12/8/2016	Ordinance
Exhibit A, Fee Schedule	10/18/2016	Exhibit
Original Ord. No. 343-2007	10/18/2016	Backup Material



Item No. 10.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a Services Agreement with Fire Recovery USA, LLC. (Chief Gothard)

SUMMARY:

Several years ago, the City Council approved a service agreement with Revenue Rescue Inc. for billing services for costs associated with certain emergency and rescue services within the response area of the Anna Fire Department. Revenue Rescue Inc. recently went out of business and left the Department with no avenue to bill for cost recovery.

Fire Recovery USA, LLC. is a company that provides the same type of services for billing insurance providers for cost recovery. Fire Recovery USA, LLC will invoice insurance providers for cost recovery that is reported by the Fire Department as authorized by the cost recovery ordinance approved by the City Council. Fire Recovery will submit to the Fire Department eighty percent of the amount collected on a monthly basis. Fire Recovery will keep twenty percent of the amount collected for the cost of their services.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Agreement and Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/8/2016	Resolution
Exhibit 1, Services Agreement	12/8/2016	Exhibit



Item No. 11.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution selecting a grant administration consulting firm to perform administrative services for grant application services and grant administration services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds. (Joseph Johnson)

SUMMARY:

A new application cycle has begun for Texas Community Development Block Grant (TxCDBG) program funding. City staff is proposing to apply for funding in order to complete necessary sewer collection system improvements in the general area of State Highway 5 and Interurban and points to the southwest. The Texas Department of Agriculture (TDA) administrates the TxCDBG program. Federal law requires that applicants go through a formal procurement process and select administrative firms prior to application. City staff has solicited administrative services for the potential project through a formal request for proposals (RFP). The RFP was advertised and two proposals were received by the deadline. The respondents were:

1. Lawrence and Associates
2. Traylor and Associates

The proposals were scored based upon experience with similar projects, work performance, capacity to perform and familiarity with the community. Lawrence and Associates scored 97.5 out of 100 and Traylor and Associates scored 87.5 out of 100.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution selecting Lawrence and Associates as the grant administration consulting firm to perform administrative services for grant application services and grant administration services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds.

ATTACHMENTS:

Description	Upload Date	Type
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Resolution - TxCDBG Administrative Services
Procurement

12/6/2016 Resolution



Item No. 12.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution selecting an engineering consulting firm to perform engineering services for a grant application and project engineering services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds. (Joseph Johnson)

SUMMARY:

A new application cycle has begun for Texas Community Development Block Grant (TxCDBG) program funding. City staff is proposing to apply for funding in order to complete necessary sewer collection system improvements in the general area of State Highway 5 and Interurban and points to the southwest. The Texas Department of Agriculture (TDA) administrates the TxCDBG program. Federal law requires that applicants go through a formal procurement process and select an engineering firm prior to application. City staff has solicited engineering services for the potential project through a formal request for proposals (RFP). The RFP was advertised and three proposals were received by the deadline. The respondents were:

1. Birkhoff, Hendricks and Carter, LLP
2. Kimley-Horn
3. CEC Infrastructure Solutions

The proposals were scored based upon experience with similar projects, work performance, capacity to perform and familiarity with the community. Birkhoff, Hendricks and Carter, LLP scored 98 out of 100, Kimley-Horn scored 92.5 out of 100 and CEC Infrastructure Solutions scored 74 out of 100.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution selecting Birkhoff, Hendricks and Carter LLP as the engineering consulting firm to perform engineering services for a grant application and project engineering services upon successful award of 2017/2018 Texas Community Development Block Grant program project funds.

ATTACHMENTS:

Description	Upload Date	Type
Resolution - TxCDBG Engineering Services Procurement	12/6/2016	Resolution



Item No. 13.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Briefing/Discussion regarding NTMWD Regional Wastewater System & Upper East Fork Interceptor System Membership Request. (Joseph Johnson)

SUMMARY:

Staff will update the Council on our efforts to obtain membership status in the NTMWD Regional Wastewater System & Upper East Fork Interceptor System.

STAFF RECOMMENDATION:

ATTACHMENTS:

Description

Upload Date Type



Item No. 14.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Briefing/Discussion regarding TxDOT Green Ribbon Program. (City Manager)

SUMMARY:

Staff met last week with Mr. Steven Copely with the TxDOT Dallas District office to discuss funding opportunities through the TxDOT green ribbon program fund. The TxDOT green ribbon program is a cooperative (city/TxDOT) program that funds landscape improvements along TxDOT roadways. The primary goal of the program is to establish a higher level of visual appeal along the State highway corridors through landscape improvements. The program operates on the premise that TxDOT will fund certain landscape enhancements through an Agreement with a sponsoring local government to maintain the landscape enhancements upon completion. City's are allowed to include limited monument signage as part of the enhancements, however, any monumentation would be funded by the city.

Several current and future roadway construction projects will be eligible for landscape enhancements funded through the green ribbon program including the new FM 455 median, and areas around the new bridges/interchanges at US 75 and the Collin County Outerloop, FM 455, future Rosemond Parkway, and CR 371 (Mantua)

Green ribbon funds will be available in the 2018 fiscal year (starts in September of 2017) to provide landscape enhancements to the FM 455 median. Green ribbon funds would be available for areas around the new bridges and interchanges on US 75 when the US 75 reconstruction project is complete.

If the City is seeking a unified and consistent design for the landscaping and monumentation features on US 75 and FM 455, Mr. Copely suggested the the City hire a landscape architect with experience operating within the constraints of the TxDOT green ribbon program.

Staff will recommend that the City hire a landscape architect to develop designs for entry features at bridges/interchanges (on US 75, and for landscaping in the FM 455 median. Funds in the Roadway Impact Fee (district #1) account could be used to pay for most of the cost.

STAFF RECOMMENDATION:

If the Council is agreeable, staff will solicit a proposal from a qualified landscape architect and bring it back to the City Council for approval at a future meeting. No action by the Council is required at this time.



Item No. 15.

City Council Agenda
Staff Report

Meeting Date: 12/13/2016

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution casting a ballot for the election of eight members to the TCAP Board of Directors. (City Council)

SUMMARY:

The Texas Coalition for Affordable Power (TCAP) is a non-profit corporation comprised of cities and other political subdivisions. Through the strength of numbers, TCAP can negotiate better electricity-buying deals than would be available to any member acting alone. With more than 160 political subdivision members purchasing approximately 1.4 billion kWh annually, TCAP is the largest organization of its kind in the state. The City of Anna has been a member of TCAP since 2008.

Attached is a ballot for the election of eight members to the TCAP Board of Directors for the 2016-2017 term of office. Eleven individuals have volunteered to become candidates for TCAP directors and their brief biographies are included in the attachment. The deadline for completing the complete the ballot is Wednesday, December 31, 2016.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution and submission of the ballot.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Resolution	12/5/2016	Resolution
Ballott and Biographies	12/8/2016	Backup Material