



AGENDA

City Council Work Session

Tuesday, January 10, 2017 @ 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 January 10, 2017, at the Anna City Hall, Located at 111 North Powell Parkway (Hwy 5), to consider the following items.

1. Call to Order, Roll Call and Establishment of Quorum
2. Discussion regarding regulations on keeping chickens. (Maurice Schwanke)
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:

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 .

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, January 10, 2017 @ 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 January 10, 2017, 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 December 13, 2016. (City Secretary)

6. Consider/Discuss/Action regarding a Resolution finding a public necessity and authorizing the City Staff to use lawful means, including negotiations and if necessary proceedings in eminent domain, to acquire an easement on private property owned by James A. Luscombe Jr. & Robyn L. Luscombe. (Joseph Johnson)

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

8. Consider/Discuss/Action regarding a Resolution approving the Sixth Agreement Amending the Subdivision Improvement Agreement for Anna Town Square. (City Manager)

9. Consider/Discuss/Action regarding a Resolution authorizing the City Manager to purchase right-of-way for Hackberry Lane. (City Manager)

10. Consider/Discuss/Action regarding a Resolution approving a Cost Share Agreement with Lennar Homes of Texas Land and Construction, Ltd. for the purchase of right-of-way for Hackberry Lane. (City Manager)

11. Consider/Discuss/Action authorizing the City Manager to solicit bids for the Natural Springs Park office, breakroom and public restroom facility building improvement project. (Maurice Schwanke)

12. Consider/Discuss/Action regarding a Resolution authorizing the submission of a new application to the Texas Department of Agriculture for Texas Community Development Block Grant (TxCDBG) funding and authorizing the Mayor and/or City Manager to act as the City's Chief Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the Texas Community Development Block Grant Program. (Joseph Johnson)

13. Consider/Discuss/Action regarding a Resolution committing matching funds in support of activities associated with the submission of an application to the Texas Department of Agriculture for Texas Community Development Block Grant Program funds. (Joseph Johnson)

14. Briefing/Discussion regarding pedestrian access from Anna Mobile Home Park and Fern Street to Slayter Creek Park Trail. (Maurice Schwanke)

15. Briefing/Discussion regarding a municipal court of record. (City Attorney)

16. Briefing/Discussion regarding Texas Alternatives Set-Aside Program (TA Set-Aside) Grant Program. (Joseph Johnson)

17. 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 and City Secretary annual review.
- b. Discuss or deliberate the purchase, exchange, lease, or value of real property (**Tex. Gov't Code §551.072**); acquisition of right-of-way, easements, and land for municipal facilities.
- c. 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**).

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.

18. 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.

19. 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 January 6, 2017

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.



Item No. 5.a.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Approve City Council Meeting minutes for December 13, 2016. (City Secretary)

SUMMARY:

STAFF RECOMMENDATION:

Staff recommends approval of the attached minutes.

ATTACHMENTS:

Description	Upload Date	Type
Proposed 12/13/2016 Work Session Minutes	1/5/2017	Exhibit
Proposed 12/13/2016 Regular Meeting Minutes	1/5/2017	Exhibit



Item No. 6.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution finding a public necessity and authorizing the City Staff to use lawful means, including negotiations and if necessary proceedings in eminent domain, to acquire an easement on private property owned by James A. Luscombe Jr. & Robyn L. Luscombe. (Joseph Johnson)

SUMMARY:

The City is working on the design and construction of a new water main line that is necessary to accommodate the current and future growth of our city. The water line will run parallel to Foster Crossing Road between Pecan Grove Dr. and the DART rail road just east of SH 5 (Powell Parkway). In order to construct this water line, the City will need to acquire an easement across property owned by James A. Luscombe Jr. & Robyn L. Luscombe. The attached resolution authorizes Staff to negotiate, and, if necessary, initiate the use of eminent domain to acquire the needed easement.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution. A motion to approve the Resolution should be made precisely as follows as prescribed by law:

“I move that the City of Anna, Texas authorize the use of the power of eminent domain to acquire 0.096 acres of land, more or less, for a permanent water line easement, and 0.096 acres of land, more or less, for a temporary construction easement, said tracts located in the E. Shelby Survey, Abstract No. 839, Collin County, Texas, and being over, under and across a called 1.80 acre tract of land conveyed to James A. Luscombe Jr. & Robyn L. Luscombe by deed recorded in Document Number 20150427000472810 of the Deed Records of Collin County, Texas (D.R.C.C.T.), said 0.096 acres and 0.096 acres being more particularly described by the metes and bounds description set forth in Exhibit “A” to this resolution, which I incorporate in full into my motion.”

ATTACHMENTS:

Description

Upload Date Type

Luscombe Resolution
Exhibit A

12/30/2016 Resolution
12/30/2016 Exhibit



Item No. 7.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

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. During the December 13 meeting, the City Council voted tabled the item until the January 10 meeting.

STAFF RECOMMENDATION:

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

ATTACHMENTS:

Description	Upload Date	Type
Resolution	1/3/2017	Resolution
Exhibit 1, Amended Agreement	1/3/2017	Exhibit

Northpointe Crossing Greenbelt
Current NorthPointe Crossing Facilities Agreement

10/31/2016 Backup Material
1/3/2017 Backup Material



Item No. 8.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution approving the Sixth Agreement Amending the Subdivision Improvement Agreement for Anna Town Square. (City Manager)

SUMMARY:

The Owner of the Anna Town Square development is requesting an amendment to the Subdivision Improvement Agreement recognizing that the developer has satisfied obligations outlined in the Agreement to construct certain water, sewer, and roadway infrastructure. The proposed amendment states that the infrastructure in question has been constructed as required in the Agreement with the exception of certain street lights on Finley Blvd., Sharp St. and Leonard Blvd. which have yet to be installed. The developer will complete installation of six(6) of the lights by the end of January, and the other two (2) will be installed when Finley is constructed north of Sharp street with the Palladium development.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution approving the attached Amendment.

ATTACHMENTS:

Description	Upload Date	Type
Anna Town Square Resolution	1/4/2017	Resolution
Exhibit A, Amended Agreement	1/4/2017	Exhibit
Exhibit 1 to Amended Agreement	1/5/2017	Exhibit



Item No. 9.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution authorizing the City Manager to purchase right-of-way for Hackberry Lane. (City Manager)

SUMMARY:

Lennar Homes is preparing to develop additional phases of the Avery Pointe subdivision on the west side of Ferguson Blvd., south of Hackberry Lane. As part of the future development, Lennar Homes will be constructing an extension of Hackberry Lane over to The Falls neighborhood. Construction of the Hackberry Lane extension will require the acquisition of an off-site drainage easement or right-of-way on property owned by QJR Partnership LTD.

In lieu of acquiring an easement, Staff discussed with the developer an opportunity to purchase the property as right-of-way for the future expansion of Hackberry Lane to 4-lanes. QJR Partnership is willing to sell 1.052 acres of right-of-way to the City of Anna for \$2 per square foot. The necessary off-site grading improvements can be constructed within this piece of property. If the city purchases the right-of-way, Lennar Homes is willing to reimburse the City one-half the cost of the purchase price.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution which authorizes the City Manager to purchase the 1.052 acre tract of land for \$91,672 (\$2/sq.ft.). Funds are available in the Roadway Impact Fee Area #1 account.

ATTACHMENTS:

Description	Upload Date	Type
Hackberry Right-of-Way Resolution	1/3/2017	Resolution
Exhibit 1, Hackberry Lane Right-of-Way	1/3/2017	Exhibit



Item No. 10.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution approving a Cost Share Agreement with Lennar Homes of Texas Land and Construction, Ltd. for the purchase of right-of-way for Hackberry Lane.
(City Manager)

SUMMARY:

Lennar Homes is preparing to develop additional phases of the Avery Pointe subdivision on the west side of Ferguson Blvd., south of Hackberry Lane. As part of the future development, Lennar Homes will be constructing an extension of Hackberry Lane over to The Falls neighborhood. Construction of the Hackberry Lane extension will require the acquisition of an off-site drainage easement on property owned by QJR Partnership LTD.

In lieu of acquiring an easement, Staff discussed with the developer an opportunity to purchase the property as right-of-way for the future expansion of Hackberry Lane to 4-lanes. QJR Partnership is willing to sell 1.052 acres of right-of-way to the City of Anna for \$2 per square foot. The necessary off-site grading improvements can be constructed within this piece of property. If the city purchases the right-of-way, Lennar Homes will reimburse the City one-half the cost of the purchase price as outlined in the attached Cost Share Agreement.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution authorizing the City Manager to execute a Cost Share Agreement with with Lennar Homes for the purchase of right-of-way for Hackberry Lane.

ATTACHMENTS:

Description	Upload Date	Type
Cost Share Agreement Resolution	1/3/2017	Resolution
Exhibit 1, Hackberry Lane Cost Share Agreement	11/3/2016	Exhibit
Cost Share Agreement, Exhibit A	11/3/2016	Exhibit
Cost Share Agreement, Exhibit B	11/3/2016	Exhibit



Item No. 11.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action authorizing the City Manager to solicit bids for the Natural Springs Park office, breakroom and public restroom facility building improvement project. (Maurice Schwanke)

SUMMARY:

Council previously approved an architectural services contract with Spurgin & Associates Architect for this project. The project includes remodeling the west wing of the Natural Springs Equipment Storage building into a park office, a breakroom for park employees, and a public restroom facility. The architectural plans are attached as an exhibit.

The project is expected to cost approximately \$115,000 according to the architect's estimate. An additional aerobic on-site wastewater system will cost about \$10,000. Funds are available for this project in the Park Trust Fund.

STAFF RECOMMENDATION:

Staff recommends approval of this item authorizing the City Manager to solicit bids for the Natural Springs Park office, breakroom and public restroom facility project.

ATTACHMENTS:

Description	Upload Date	Type
NSP Building Plans	1/4/2017	Exhibit



Item No. 12.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution authorizing the submission of a new application to the Texas Department of Agriculture for Texas Community Development Block Grant (TxCDBG) funding and authorizing the Mayor and/or City Manager to act as the City's Chief Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the Texas Community Development Block Grant Program. (Joseph Johnson)

SUMMARY:

The Texas Community Development Block Grant (TxCDBG) is administrated by the Texas Department of Agriculture and provides grant funding to communities with the objective of enhancing living environments, improving public facilities and expanding economic opportunities for persons of low-to-moderate income.

City staff is recommending the submission of an application requesting the maximum grant amount of \$275,000 while committing to a 20% (\$55,000) local match. Local matching funds are a significant scoring criteria along with the poverty rate, per capita income and unemployment rate of the benefitting area. The recommended project includes the replacement of a 12-inch sewer trunk main near SH 5 and Interurban. The construction phase is estimated to cost approximately \$260,000.

If awarded, the matching contribution would be composed of operating revenues and/or fund balance in the Utility Fund.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution authorizing the submission of a new application to the Texas Department of Agriculture for Texas Community Development Block Grant (TxCDBG) funding and authorizing the Mayor and/or City Manager to act as the City's Chief Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the Texas Community Development Block Grant Program.

ATTACHMENTS:

Description

Upload Date Type

Resolution

1/5/2017

Resolution



Item No. 13.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Consider/Discuss/Action regarding a Resolution committing matching funds in support of activities associated with the submission of an application to the Texas Department of Agriculture for Texas Community Development Block Grant Program funds. (Joseph Johnson)

SUMMARY:

The Texas Community Development Block Grant (TxCDBG) is administrated by the Texas Department of Agricluture and provides grant funding to communities with the objective of enhancing living environments, improving public facilites and expanding economic opportunities for persons of low-to-moderate income.

City staff is recommending the submission of an application requesting the maximum grant amount of \$275,000 while committing to a 20% (\$55,000) local match. Local matching funds are a significant scoring criteria along with the poverty rate, per capita income and unemployment rate of the benefitting area. The recommended project includes the replacement of a 12-inch sewer trunk main near SH 5 and Interurban. The construction phase is estimated to cost approximately \$260,000.

If awarded, the matching contribution would be composed of operating revenues and/or fund balance in the Utility Fund.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution committing matching funds in support of activities associated with the submission of an application to the Texas Department of Agriculture for Texas Community Development Block Grant Program funds.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	1/5/2017	Resolution



Item No. 14.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Briefing/Discussion regarding pedestrian access from Anna Mobile Home Park and Fern Street to Slayter Creek Park Trail. (Maurice Schwanke)

SUMMARY:

Anna ISD is interested in constructing a trail/sidewalk from the Anna Mobile Home Park via Fern Street an undeveloped right-of-way called Rose Way on the North Park Plat to the Trail in Slayter Creek Park. This proposed connection would allow High School and Middle School children in the Anna Mobile Home Park and the North Park Subdivision to walk to Anna High School and the Middle School instead of being bussed. The attached exhibits show the plat for North Park and the second exhibit illustrates a potential trail location.

STAFF RECOMMENDATION:

This item is presented for discussion only. Staff is seeking direction from the City Council.

ATTACHMENTS:

Description	Upload Date	Type
North Park Plat	1/5/2017	Exhibit
North Park with Potential Trail Location	1/5/2017	Exhibit



Item No. 15.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Briefing/Discussion regarding a municipal court of record. (City Attorney)

SUMMARY:

Texas municipalities that have a municipal court may choose whether or not the court is a “municipal court of record.” Anna currently has a municipal court that is not a court of record. This means that verbal testimony, arguments, and rulings at trials are not recorded. In contrast, a municipal court of record is required to provide a court reporter (or otherwise record its proceedings) to create and preserve a record in cases tried before the court.

The practical effect of this difference surfaces on appeal. Appeals from either type of municipal court are generally to the county court. Appeals from an ordinary municipal court are tried de novo, meaning that the case is tried again from the beginning resulting in inefficiencies as all the evidence and witnesses must be presented twice to two different judges or juries. On the other hand, an appeal from a municipal court of record is based on specific points of error as contained in the “record” of the court. Municipal courts of record are created for the practical purpose of providing a more efficient disposition of appeals.

Defendants can also “leapfrog” an ordinary municipal court. That is, a defendant may appeal directly to a county court before even having a trial in the municipal court. The county court then has the discretion over whether or not to try the case. Even if the county court tries the case, the City’s municipal court would not receive any fine on conviction. Defendants often take this automatic appeal to avoid proceedings in the municipal court and seek a dismissal at the county level.

This direct appeal is not an option in a municipal court of record because a defendant must first stand trial in the municipal court before taking an appeal to the county court. Further, a defendant must post an appellate bond in the amount of \$100 or double the amount of the fines and costs adjudged against the defendant, whichever is greater. A defendant must also pay fees associated with creating the record of trial in the municipal court. These expenses and administrative requirements sometimes discourage a defendant from appealing a conviction or may make a defendant more likely to enter into a plea bargain with the prosecutor. Further, the administrative requirements include deadlines for defendants. Failure to meet the deadlines can result in a waiver of appeal.

In order to have a municipal court of record, a municipality must provide for court reporters or

some other means of recording trial proceedings. Such recording requirements may be met by using “good quality” electronic recording devices and do not require a court reporter to be present at trial. If there is an appeal, a court reporter would use the electronic recording to create a written transcript of the trial for review by the appellate court.

A court reporter must meet the qualifications provided by law for official court reporters. The reporter is compensated by the municipality in the manner determined by the governing body, which can be an hourly rate or a flat fee.

A municipal court of record also provides the judge with authority to issue writs, including subpoenas, search warrants, attachments, and writs of mandamus.

STAFF RECOMMENDATION:

If the Council is interested in converting the municipal court into a court of record, the City Attorney can draft the appropriate ordinance for Council's consideration and can also provide advice and training to municipal court staff to implement the associated procedures.



Item No. 16.

City Council Agenda
Staff Report

Meeting Date: 1/10/2017

AGENDA ITEM:

Briefing/Discussion regarding Texas Alternatives Set-Aside Program (TA Set-Aside) Grant Program. (Joseph Johnson)

SUMMARY:

The Transportation Alternatives Set-Aside Program (TA Set-Aside) provides funding for programs and projects defined as transportation alternatives. The Regional Transportation Council (RTC) and the North Central Texas Council of Governments (NCTCOG) administrates the funding that has been allocated (\$23 million) to the NCTCOG area which includes 12 counties.

General types of projects eligible under this program include pedestrian and bicycle facilities, multi-modal connections to public transportation, and pedestrian and bicycle infrastructure associated with Safe Routes to School projects that will substantially improve safety and the ability for students to walk and bicycle to school.

The deadline to submit an application is February 24, 2017. Staff is recommending that the City apply for funding for a pedestrian and bicycle trails project that would both enhance our current trails system and provide better access to schools.

Potential costs to the City include costs to develop the application, acquisition of easements for the trails and, if awarded, a twenty percent local match. Note: The TA Set-Aside Program is not a grant. The funds provided, if awarded, are on a cost reimbursement basis.

If we elect to move forward with the application we would come back to Council in a subsequent meeting asking for formal approval to submit an application, approval of a Resolution authorizing the cash match (if awarded), and approval of a contract with a consultant that will assist us in preparing the application. At that time we will also present a refined project scope along with detailed cost estimates.

STAFF RECOMMENDATION:

Briefing/Discussion item only.