

City of Anna Staff's Weekly Highlights

April 4 – April 8

The Mission of the Anna City Government is to provide exceptional city services and facilities in a financially responsible and neighbor-focused way through a high performing, professional city team that provides results in adding value to neighbors' lives.

Growing the Anna Economy

- Economic Development issued the March Anna EDC Newsletter last week.
- Staff met with Cooksey Communications to discuss DBJ BRED Awards ceremony on April 20 and JPI Press Release for Parmore Senior Living Project's groundbreaking event on April 12.
- Staff is working with Cooksey and Red Productions on filming locations and script for upcoming video shoot on April 29.
- The Director conducted follow-up calls and emails with contacts from the ICSC Red River Conference.
- The Assistant Director and Coordinator met with the Anna ISD to discuss future Business, Retention & Expansion and Economic Development Week collaborations with the school district.
- Staff conducted last week's CDC/EDC Board meeting and recognized a new President and Vice-President
- Economic Development staff met with the retail consultant Navi Retail to begin preparing for ICSC Vegas show in May.
- Staff met with Placer AI staff for latest updates (traffic counts, crime stats, planned developments) to the tool that will be shared with various departments.
- The Economic Development Director met with 5 development groups.

Sustainable Anna Community Through Planned Managed Growth

- This past week (Friday, April 1– Thursday, April 7) the Building Division received 19 new single family permit submittals and issued 8 new single-family permits. The current fiscal year total is 702 single-family permits received.
- Public Works staff attended the Texas Water Conference and interviewed multiple equipment makers/suppliers for wastewater treatment plant equipment to determine the best value equipment to specify for the Hurricane Creek Regional Wastewater Treatment Plant. Staff is working with the consulting engineer to score and scope out the equipment, which will then be used as a basis for design.
- Hurricane Creek Temporary Force Lift Station: Diesel pumps are installed and running. Pumps run for approximately 3-4 hours a day. Electrical lift station pumps are still on schedule to be on site May 25th.
- Staff coordinated transformer access with Oncor for the Collin Pump Station Expansion.

- Public Works staff held coordination meeting with Anna ISD regarding FM 2862 and Sherley Elementary. Staff worked with TxDOT staff to develop a plan for how Anna ISD can move forward with road improvements needed to open the new school. Initiated plan with Anna ISD's consultant.
- **Utilities Division:**
 - Service Order Techs completed 283 work orders this past week;
 - Completed 55 new meter installs;
 - Set 2 new fire hydrant meters;
 - Completed weekly Bac-T sampling;
 - Repaired LAS injection at Greyson Pump Station;
 - Adjusted clarifier weirs at WWTP;
 - Cleaned and replaced bulbs in WWTP UV system;
 - Completed 31 sewer camera inspections, 2 failed;
 - Completed installation of pumps for the Hurricane Creek temporary lift station project;
 - Assisted Streets with patching Taylor Blvd;
 - Painted 26 fire hydrants;
 - Tested and operated 32 water valves; and
 - Cleaned and vacced 4000'+ sewer mains.
- **Streets Division:**
 - Completed patching on Taylor Blvd.;
 - Checked streets, drainages, and signs after storms;
 - Repaired 13 street signs;
 - Repaired 2 streetlights;
 - Picked up trash on CR418 and CR419;
 - Completed concrete repairs at public works building with mini-mixer; and
 - Completed a large asphalt patch on CR418.
- **Engineering & Construction Division:**
 - Issued review comments for an engineering plan resubmittal for East Foster Crossing Apartments;
 - Issued review comments for an engineering plan resubmittal for Anna Dental Phase 2;
 - Reviewed a flood study submittal for Crystal Park;
 - Reviewed a preliminary engineering plan submittal for Chambers Grove;
 - Reviewed a preliminary engineering plan submittal for Caliber Collision;
 - Attended the pre-application meeting to discuss the upcoming DRC meeting;
 - Met with engineers and developer to discuss a project timing for the Anacapri project;
 - Met with engineering firm working on the Development Regulations update to give feedback on the City's Planning process;
 - Met with engineering firm working on the Downtown Drainage study;
 - Attended a staff meeting to discuss the new permitting software;
 - Attended two DRC meetings for potential projects;
 - Held an early grading preconstruction meeting for Waterview Apartments;
 - Met with contractor to discuss concerns on Foster Crossing;
 - Met with Collin County and TxDOT for an upcoming roadway project;
 - Met with Anna ISD and engineer to discuss TxDOT driveway permit for Sherley Elementary; and
 - Completed a total of 37 ROW Inspections with 5 failed inspections.

- **Fleet:**
 - Performed PM's at PW, FS 1, City Hall, and PD/UB Annex (follow up on custodians, check paper products, etc....);
 - Coordinated HVAC repair at PD/UB Annex;
 - Received training on Johnson Controls HVAC system at City Hall;
 - Installed window units back in offices at the current City Hall Solid Waste;
 - Coordinated efforts with Code Enforcement to resolve roll-off dumpster issues Solid Waste; and
 - Coordinated with CARDS on Non-CARDS dumpsters in the city.
- **GIS:**
 - Calculated mowing areas for upcoming roads (medians, parkway) being built with new development, for use in determining FY22-23 staffing/contract mowing needs.
 - Assisted Planning & Development with addressing of new lots.
 - Reviewed in-city street names and coordinated with Collin County on review of proposed street names for incoming preliminary plats.

Anna – A Great Place to Live

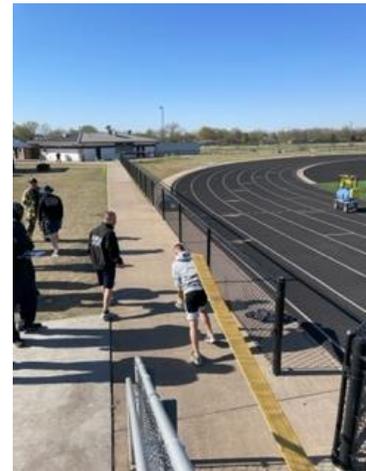
- The Parks crew cleaned all walking trails and cleared debris from last Monday night storms.
- The Parks team added a teammate (David Bridge) and is now fully staffed.
- The Parks crew finished installing spray toy, painting surface, and pumping out and adding fresh water to splash pad tank to let it start cycling.
- The Parks Superintendent met with contractors for contract mowing on FM 455.
- The Parks Superintendent met with contractors about getting new prices for new equipment for the '23 budget.
- Neighborhood Services Coordinator and Code Compliance Manager updated the Code webpage to include Environmental Services and Mosquito bite information.
- The Neighborhood Services Coordinator and Neighborhood Services Admin are finalizing vendors for the Earth Day celebration on April 30.
- The Neighborhood Services Coordinator is finalizing activities and décor for Earth Day Celebration and will invite the Anna community to join for an afternoon of music, activities, education, and vendors! The city has secured the Texas Farm Bureau educational trailer as an attendee of the event.
- The Neighborhood Services Team took a group photo to celebrate and announce receiving Tree City USA designation.
- The PPDM met with representatives from the Avery Pointe neighborhood to discuss Ferguson medians and developed costs for landscaping in medians.
- The PPDM met with Freese and Nichols to review the park development ordinance and other development related topics.
- The Recreation team finalized summer programming and the Summer Recreation guide and have forwarded it on to the Communications Manager for Recreation Guide creation.
- The Full-time Recreation Coordinator Purchased Access Track and a Camera for Recreation use. Access Track is a unique company dedicated to providing accessible pathways for all! Many of the other ADA accessible pathways in the market are designed as Ramps and are not meant for terrains, such as grass and sand, and cannot be installed into different shapes and sizes. This product, however, truly allows the city to create amazing opportunities for our

programs/events moving forward. The city can create anything from a dance floor to a pathway for any in need.

- The Neighborhood Services staff along with other City staff painted rocks on Friday, April 8, for the Easter Eggstravaganza Rock Trail that will take place on Sunday, April 10.
- The Recreation team loaded all supplies for the Easter Eggstravaganza event on Saturday, April 9 from 10 to 12.
- Supplies for the 2022 Boots and Booms kits arrived.
- The Recreation Manager met with the Recreation Coordinators for one-on-one meetings to discuss individual programming.
- The Recreation Manager and Neighborhood Services Coordinator met with the Communications Manager to discuss the Summer Recreation Guide and postcard and Music in the Park graphics and upcoming event promotion.

High Performing, Professional City

- Patrol officers responded to 288 calls for service and conducted 216 traffic stops. Patrol officers made four felony arrests and five misdemeanor arrests. Officers investigated two major accidents and seven minors.
- The Criminal Investigations Division filed 14 misdemeanor cases and two felony cases with the Collin County District Attorney's Office. Detectives also completed two grand jury referrals. CID continued to actively investigate several open criminal cases.
- The Fire Operations Division responded to 33 calls for service from April 2 – April 8, 2022. The division provided five mutual aid responses.
- As of April 5, 2022, the Fire and Rescue Department has officially submitted our initial EMS Provider Application to the Texas Department of State Health Services for review.
- Starting March 17, 2022, the Department's EMT's and Paramedics began an Ambulance Rideout Preceptor Program. Our members are responding to all medical calls within our city as well as our Collin County Fire District. When the transporting ambulance arrives to take the patient or patients to the hospital, our members have been given clearance to ride to the hospital with those agencies to sharpen their patient treatment skills, documentation skills, and learn the proper steps in patient transferring patient care to the receiving hospital.
- By Saturday, April 9, Fire and Rescue will have processed 27 candidates through the physical ability test. Those who pass that portion of testing will be invited for an interview.
- The Human Resources Department is working on implementing changes to the current new hire orientation. New implementation plan to be released on June 1, 2022.
- Accounting staff continues to provide responses to the external auditors.
- Municipal Court was held Friday.
- The Human Resources Department completed an E-Verify webinar to improve the hiring process.
- The Human Resources Department met with CivicHR to discuss and improve the onboarding process for new hires. This process update would include new electronic documents and



additional training opportunities as employees are hired, such as NIMS, purchasing, and records management.

- The Human Resources Department established a wellness series to include a weekly virtual training series for employees to attend throughout the month of May. This initiative also includes an onsite clinic to promote the wellness incentive with TML Health Benefits.
- The Human Resources Department began the mandated Texas Government Code 2054.219 Cyber Security Training for city employees and elected officials.
- The Human Resources Department established processes and procedures to ensure compliance of the FEMA ICS Emergency Management Training for all city employees.
- The Human Resources Department is in the implementation stage of a Human Resource Supervisor Toolkit training series.
- The Human Resources Department and the Communications Manager have partnered on employee engagement initiatives.