

City of Anna Staff's Weekly Highlights August 22 – August 26

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 staff attended a pre-application meeting to review the Stillwell planned development,
- The Economic Development Coordinator met with Anna H.S. CTE Director and discussed a job fair partnership for Business, Retention, and Expansion program.
- Assistant Director attended Texas City Management Association Professional Development Committee Meeting
- Economic Development met with two developers.
- Upcoming Economic Development Events:
 - 9/1 Retail Live Commercial Real Estate Expo;
 - 9/7 CDC/EDC Board Meeting;
 - 9/22 BISNOW Collin County State of the Market; and
 - 9/22 Neighborhood Academy Session 4: Economic Development.

Sustainable Anna Community Through Planned Managed Growth

- This week (Friday, August 19 – Thursday, August 25) the Building Division received 1 new single family permit submittals and issued 43 new single-family permits. The current fiscal year total is 1,035 single-family permits received.
- This week, 22 Single-Family Residential Certificates of Occupancy were issued, and the following Commercial Certificates of Occupancy were issued:
 - Coco Wellness Spa 805 W. White Ste 100
 - Cadence Bank 402 W. White
- Collin Pump Station – Coordinated generator repair with Loftin.
- Hurricane Creek Temporary Lift Station – All equipment installed in wet well. Control panel and floats installed.
- Mechanical Bar Screen Replacement at WWTP- Survey and design complete. The manufacturing process is ongoing.
- Slayter Creek WWTP- Belt press repair project nearly complete, feed pump still on order.
- **Streets Division:**
 - Continued to work with AISD on school zones (Striping bars/completed)
 - Ordered culverts and caps for drainage swell driveway crossings on Oak Cir.
 - Meet with WOPAC on train track @ Sherley Park (council approved)
 - Reviewed Cintas contract
 - Meeting with neighborhood services
 - Ordered more pothole materials

- Ordered materials for the temporary lift station.
- Conducted interviews for the custodian position (assisted Jake)
- Training Kevin Beasley on the school zone system
- Attended safety Monday morning safety training
- Asphalted/rolled in 8 potholes on CR 376, 23 on CR 371, and 42 on CR 370
- Saw cut/pulled 3 sidewalk panels and set forms/rebar at 1113 Honeywell Dr & Hilltop Dr.
- Checked roads for flooding and debris while it was raining
- Removed tree limbs from the road on CR 286
- Picked up trash from Hwy 5 and Magnolia St
- Picked up trash from E White St and Smith St
- Removed tree limbs from the road on CR 373
- Set up the School zone light program on a laptop
- Poured 3 sidewalk panels on Honeywell Dr
- Poured 3 sidewalk panels on Hilltop Dr
- Picked up trash on CR 370
- **Utilities Division:**
 - Residential Meter Installations: 10
 - Meter Consumption Reports: 20
 - Meter disconnects: 10
 - Meter Repairs: 7 broken registers.
 - Sewer line cleaned: 2,000' total. Shadow Bend.
 - Sewer main stoppages: 1. Line hit by a contractor and repaired by contractor
 - Inflow and infiltration Repairs: Repaired 1 broken cleanout. Inspected collections system during heavy rain
 - Sewer camera inspections: Pass: 20 Failed: 1
 - Wastewater Treatment Plant ecoli samples collected: 7 Passed: 7
 - Daily Disinfection samples collected: 15 In range: 15
 - Water Quality/Complaint calls: 2 Neighbor Contacted: 2, emergency water shut off, leak on neighbor's side
 - Cleaned lift station at WWTP with Vac-Truck
 - Helped move furniture at City Hall
 - Helped Streets locate power lines for street lights
- **GIS Division:**
 - Created a GIS layer showing the location of the THOR Overlay District, which covers parcels adjacent to and areas extending 500' from the rights-of-way of US 75, White St, Powell Pkwy, SH 121, and the Collin County Outer Loop;
 - Added sewer manhole rim elevation values and sewer pipe invert elevation values to GIS data for Tara Farms Phases 2 & 3 and Northpointe Crossing Phase 1 North & South;
 - Continued working on the Anna GIS Open Data site, which will allow neighbors & developers to directly access & download publicly available GIS datasets; and
 - Updated the construction map based on the latest Construction Inspector weekly report.
- **Engineering Division:**
 - Issued review comments for an engineering plan submittal for Cedar Ridge Phase 1.

- Issued review comments for an engineering plan resubmittal for Willow Creek Retail Phase 2.
- Reviewed an engineering plan submittal for Anna Town Center Lot 12.
- Reviewed an engineering plan submittal for Anna Ranch Phase 2.
- Reviewed an engineering plan submittal for Anna Ranch Phase 1B Amenities Center.
- Reviewed an engineering plan resubmittal for Coyote Meadows Phase 1B.
- Reviewed an engineering plan resubmittal for Arden Park Phase 1.
- Reviewed an engineering plan submittal for Salad and Go.
- Reviewed an engineering plan submittal for Anna Self Storage.
- Reviewed an engineering plan resubmittal for Brakes Plus.
- Attended a meeting with the engineer for Anacapri Laguna to discuss plan review comments.
- Attended a meeting with Anna ISD to discuss a stack yard at Sherley Elementary.
- Met with Centurion American to discuss a sanitary sewer issue at Villages of Hurricane Creek Phase 1.
- Held a preconstruction meeting for Holiday Express to restart the construction of the civil improvement.
- Attended a meeting for a demo of Brightwork 360.
- Submitted three permits for TxDOT review.
- Met with the engineer to discuss North Point drainage swale improvements.
- Completed a total of 42 ROW Inspections with 8 failed inspections. Failures were due to damaged sidewalks and meter boxes silted in.
- Completed a total of 41 Flatwork Inspections with 8 failed inspections. Failures were due to flatwork not being set up correctly and missing addresses.

Anna – A Great Place to Live

- Parks Planning and Development Manager (PPDM) wrote a construction agreement for the concrete tee pads for the redesigned disc golf course. Bids were opened this week, and two bids were received. The lowest bid is \$44,044 which does not require Council approval.
- The PSPOs for Jacobs were approved by Council and we are proceeding toward execution. Staff will have signed documents at the beginning of next week which will be forwarded to the City Manager for execution.
- PPDM reviewed the submittals from Musco this week for the ballfield lights at Johnson Park. The City is considering doing a couple of borings to verify soil conditions are adequate for the pier design. PPSM is working with Engineering to accomplish this.
- PPDM met with a group of neighbors along with the Assistant to the City Manager and TNP to discuss the inclusion of a “veterans’ spot” in the library plaza. The meeting went well, and everyone loved the location at the southern tip of the ellipse outside the Council chambers for the location of a veterans’ remembrance area.
- New Line Skateparks is proceeding on schedule to present 3D graphics of the concept to Council on September 13. The Department is hammering out some possible scope changes regarding which parts of the project will be included in the actual skatepark budget. There may be additional dollars to fund the lights elsewhere resulting in more money for actual skatepark elements.

- PPDM is working on a site plan for the restroom building and fitness court at Slayter Creek Park.
- The Parks Crew mowed, trimmed, and pulled 12 bags of weeds in the landscape beds and sprayed all landscape beds at new city hall.
- The Parks Crew built shelves for the recreation team at the Slayter Creek Park storage building.
- Park Superintendent conducted interviews for the Park Maintenance I position.
- The Parks Crew mowed all medians and cleaned and stocked all five park restroom facilities.
- The Parks Crew inspected and cleaned FM 455 from HWY 5 to 75 for trash every morning (Mon-Fri).
- On Tuesday, August 23, the Recreation Team met to discuss the following items: City/Department updates, division meetings and schedules, weekly reports, summer program evaluations, fall recguide, programming and goal setting, winter recguide and program proposals, volunteer and flier requests, receipts and expenditure tracking, scheduling, customer service and communication.
- The Recreation Manager, Parks Superintendent, and Neighborhood Services Coordinator attended the City Hall dedication meeting on Tuesday, August 23.
- The Recreation Manager presented a report about the Parks Advisory Board meeting on August 15 at the Tuesday, August 23 Council Meeting.
- The Recreation Manager conducted a meeting with the Code Compliance Manager, Park Superintendent, Police staff, Fire staff, and Public Works Director regarding the logistics and traffic plan for the October 1 Annafest.
- The Recreation Manager spoke with the Chamber President regarding the Harvest Fest and Boo Bash to communicate that the city would only be utilizing food vendors and that we would be promoting their event in our fall recguide.
- The Recreation Manager worked with the Parks Superintendent to discuss options and steps moving forward regarding field reservations. The minimum amount of time to reserve a field was reduced to three days. Field 3 is now unlocked, and the Communications Manager posted this information on social media. The Parks Superintendent is looking into a way that the fields can be unlocked mobily. The Recreation Manager will be assessing local municipalities' policies in regard to field reservations.
- The Recreation Coordinators entered all fall programs and events into CivicRec.
- The Recreation Manager and Park Planning and Development Manager met with the City Manager and Assistant City Manager to discuss follow-up items from the council meeting and other pertinent Parks and Recreation information.
- The Code Compliance Department conducted 101 re-inspections, opened 91 new cases and closed 85 open cases. In addition, Code Staff issued two citations this week. The department also removed three signs from the public right of way. The Anna ISD health inspections were completed this week and the department conducted seven inspections of food establishments this week.

High Performing, Professional City

- Patrol officers responded to 366 calls for service and conducted 174 traffic stops. Officers made one felony arrest and 11 misdemeanor arrests. The Patrol Division also investigated three minor accidents and four majors.
- The Criminal Investigations Division filed three misdemeanor cases with the Collin County District Attorney's office.
- Chief Habel met virtually with the Diversity & Inclusion Public Safety Subcommittee.
- Anna Fire Rescue, for the week of August 20-26, responded to 43 calls for service; 33 of those calls were EMS related and we transported 17 individuals to area hospitals. We provided two mutual aid responses and received three mutual aid responses.
- Fire Station #2 meeting was held on Friday with Crossland Construction and city staff.
- Our new ladder truck is on the production line at Pierce in Wisconsin.
- Panel interviews were held for the Assistant Finance Director. An offer is being prepared.
- The IT Department responded to and closed 19 helpdesk tickets from Aug 22-26, 2022.
- From August 29-31 the IT department will be moving all IT related equipment from Utility Billing, Court, and Development Services to our new City Hall.
- Ricoh is scheduled to delivered and pick up both printers from Utility Billing and Development Services and deliver them to the new City Hall. Once the printers arrive IT will install them and configure them for use.
- IT will be arriving at 6:00AM on August 31 to move the APC backup battery rack from PD over to the new City Hall to replace the temporary APC battery rack at the new City Hall.
- IT will be migrating the phone system from PD to the new City Hall. IT will supply our Communications Manager with the details of the maintenance window so that we can notify the public that our phones services will temporarily be down.

