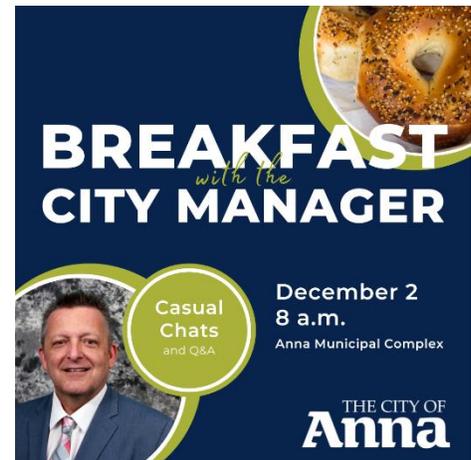


## City of Anna Staff's Weekly Highlights November 14-Thanksgiving Hybrid Report

*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.*

### City Manager's Office

- On Friday, December 2, the City Manager will be hosting breakfast at the Municipal Complex and have some friendly conversation. The City Manager will talk about some of the current projects happening in Anna and some of the things to come. Neighbors will have the opportunity to ask questions.
- The City Manager hosted a meeting with local City Managers, Public Works Directors, and City Engineers to discuss infrastructure and development challenges that are being faced in the region. Representative from Cities and Counties were in attendance.
- Over the past two weeks, the City Manager met with all department heads to review expectations and discuss proposed operational initiatives for this fiscal year.
- The City Manager met with senior staff to plan for upcoming Strategic Planning Session with the City Council working with the facilitator to finalize arrangements and to set the agenda.
- The City Manager prepared a hot meal on a cold day, feeding the Court staff and all staff in attendance to kick off the Thanksgiving Holiday.



### Growing the Anna Economy

- Economic Development staff met with two developers this past week.
- The Economic Development Director met with Megatel to discuss updates on the AnaCapri project.
- The Assistant Director presented Wayfinding Master Plan Phase 1 to City Council during Work Session.
- 3 Nations Brewing story covered in several publications:
  - [Dallas Business Journal](#)
  - [Real Estate Weekly](#)
  - [Texas News](#)

### Sustainable Anna Community Through Planned Managed Growth

- This week (Friday, November 18th – Thursday, November 24<sup>th</sup>) the Building Division received 1 and issued 22 new single-family permits.

- Public Works staff met with Burnco to discuss ROW needs for County Road 4129 as a part of their plat.
- Public Works coordinated with Gessner Engineering regarding next month's submittal of plans for our parking/road improvements in Riggins. Submittal to be completed before the end of the year.
- Public Works prepared draft plan of Oasis for Central Fire Station and provided to Chief for Fire Department review and feedback.
- Collin Pump Station – Well #10 complete. Drill rig moved to Well #11 location.
- **Utilities Division:**
  - New Meter Installs: 18
  - Meter Consumption Reports: 2
  - Meter Reads: Completed
  - Meter troubleshooting: 6
  - Fire Hydrant Meter Sets: 3
  - Water service repairs: 2
  - Sewer camera inspections: Pass:25 Failed: 1
  - Wastewater Treatment Plant ecoli samples collected: 7 Passed: 7
  - Daily Disinfection samples collected: 15 In range: 15
  - TCEQ quarterly samples collected
  - Water Quality/Complaint calls: 1, tankless hot water heater
  - 3 Fire hydrants repairs.
- **Streets Division:**
  - Started gathering quotes for new Streets equipment
  - Worked w/division heads to code invoices
  - Worked on scheduling training courses for Street Employees
  - Reviewed storm water classes that will benefit new division.
  - Gathered final quotes for new equipment purchases (new trailer, sander)
  - Ordered Opticom's unit for Finley and Hwy 5 traffic light
  - Spoke w/ TxDOT about additional signage along frontage road
  - Reviewed and changed up crews for cross training and on call
  - Reviewed plans for new road alignment for CR 423
  - Organized Crew schedules w/ Steven Smith
  - Worked on quotes for new message boards
  - Attended safety Monday morning safety training
  - Moved filing cabinets from old UB/Anna PD to Inc. Cube.
  - Threw old desks, chairs, etc. away in dumpster from old UB/Anna PD.
  - Asphalted potholes on CR 371(18), CR 373(12), Highland/W. Foster Crossing (8), E. Foster Crossing (10), W. Foster Crossing (8), CR 376 (2), CR 422 (9), CR 418 (5), & CR 419 (8). 80 total potholes.
  - Completed locates at Anna public works shop
  - Brought CAT backhoe from Hackberry water tower to Anna public works shop.
  - Picked up trash in ditch on CR 373
  - Repaired service line leak on Meadow Ridge
  - Completed located on CR 286/455
  - Checked leak on Smith and FM 455

- Bolted down lid @ lift Station at Rattan Elementary
- Repaired 3 of Hydrants out of service- last one waiting on part to arrive
- Completed Fire Training in the field while repairs were made
- Loaded up old IT equipment from old UB and City Hall and hauled it off to Denton w/Kevin Johnson
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- Picked up temporary stop sign from Hwy 5 and W Foster Crossing
- Picked up traffic counter from Nuehoff Dr
- Picked up work truck from Hackberry water tower
- Picked up boom lift from Lewisville
- Fixed light at Hwy 5 and Butler St
- Fixed light at CR 371 and Thousand Oaks Dr
- Fixed light at 2501 Thousand Oaks Dr
- Fixed light at Lauren Brooke Dr and Helmoken Falls Dr
- Sent in repair request to Oncor for light at 455 and Wildwood Trl
- Checked out light repair request at Hwy 5 and W Foster Crossing, there was never a street light at this intersection
- **Engineering & Construction Division**
  - Reviewed various product submittals for civil projects.
  - Reviewed various civil plan submittals.
  - Reviewed various ROW permits.
  - Reviewed various screening walls, monument signs, and retaining wall permits (Anacapri Phases 1A, 1B, and 1C).
  - Responded to several requests for as-builts.
  - Finished Civil Plan Review and signed plans for Brakes Plus.
  - Finished Civil Plan Review and signed plans for Persimmon Drive.
  - Completed TXDOT permit for Willow Creek Retail Center Phase 2.
  - Completed TXDOT permit for Braum's approach on FM 455.
  - Attended GIS Utility map meeting.
- **GIS Division**
  - Created map exhibit showing the location of the proposed Atmos gas metering station and the path of the associated 24" Atmos Gas pipeline through the City of Anna.
  - Created map showing areas of the City of Anna water network that are currently at capacity.
  - Began working on route maps for Operation Santa.
  - Continued to make updates to utility GIS data for recently completed non-residential projects.
  - Continued working on a new GIS layer to index the geographic extent of all as-builts.

### **Anna – A Great Place to Live**

- The Parks Crew cleaned and repaired vandalism in the restrooms at Slayter Creek Park.
- The Parks Crew assisted with installing mulch on FM 455 medians.
- The Park Superintendent had two trees replaced at Johnson Park under warranty, four trees at Yank Park replaced under warranty and eleven new tree is installed at Natural Spring around

the Paw Park. Parks replaced thirteen dead trees on FM 455 medians and assisted with getting them watered.

- The Park Superintendent met with 12 contractors getting quotes on new fence, water fountains, concrete work, and install irrigation at the Paw Park.
- The Recreation Team worked with the Communications Manager to finalize the Winter Recguide and Postcard. Both have been sent to the printer.
- The Recreation Team conducted a team meeting on Monday, November 14. Items discussed were department and division updates, recguide and postcard finalization, and logistics for upcoming programs and events.
- The Assistant Director of Neighborhood Services and Parks Superintendent met with Anna PD Lieutenant to discuss steps moving forward regarding park facility vandalization. With approval from the City Manager's office, moving forward charges will be pressed on any individual that vandalizes property.
- The Assistant Director of Neighborhood Services met with the Communications Manager to discuss Award Submittal opportunities.
- The Assistant Director of Neighborhood Services submitted purchase requisition forms to the City Manager for approval. These items included the 16' Christmas tree purchase, installation, and storage for the City Hall lobby and the rental of an ice skating rink for December 10 and 11.
- The Parks and Recreation team along with the City Manager and Assistant City Manager conducted the quarterly luncheon. This luncheon highlighted personal and organizational accomplishments over the past year.
- CEC staff were assisted by one volunteer and the Anna PD Explorers during Downtown Beautification Day. Abatement of excessive outside storage was completed on a downtown neighbor's home. The debris and trash filled up 10 truck bed loads and nearly two roll-off containers. About five neighbors stopped by to utilize the containers or talk with City staff.
- The CE Coordinator attended the Grace Place Community Garden class on November 21. The instructors do an excellent job, and this is a great educational opportunity for our community. We discussed ways to increase promotion and grow the program.
- The Code Compliance division of the CEC created **53** new Code Compliance cases this week. The team re-inspected **115** cases and closed **65** as complied by owner. In addition, officers removed **8** signs from the public right of way. The Division did not conduct any Health Services inspections of our local food establishments.



## High Performing, Professional City

- Patrol officers responded to 326 calls for service and conducted 203 traffic stops. Officers made one felony arrest and nine misdemeanor arrests. Patrol also investigated seven major accidents, as well as seven minors.
- The Criminal Investigations Division filed one felony case with the Collin County District Attorney's Office. Detectives continued to actively investigate several open criminal cases.
- Anna Fire Rescue, for November 5 - 18, responded to 85 calls for service; 54 of those calls were EMS related and we transported 35 individuals to area hospitals. We gave 11 mutual aid responses and received 5 mutual aid responses.
- Fire command staff met with Lexipol on Thursday, November 17, for orientation on the processes for the implementation of our ongoing policy manual updates.
- Interviews were completed for the Utility Billing Clerk vacancies. Offers were made to two candidates and accepted.
- Municipal Court was held Friday, November 18. There were 48 on the docket.
- The Communications Manager presented a webinar to the National Information Officers association on how to utilize Instagram for your agency. <https://www.nioa.org/site/>
- The Communications Manager was Invited to teach a 2-hour workshop in May to the national Government Social Media Association annual conference. <https://www.government-social-media.com/gsmcon-workshops#section-1667917292263>. The Government Social Media Conference (GSMCON) is the largest social media conference in the United States for government agencies. Everyone interested in learning how to strategically use social media in government is welcome to participate. Attendees represent city, county, state, federal and military entities. Representatives of educational institutions, international agencies and private industry are also welcome to participate.
- IT conducted interviews for the IT Helpdesk support position on Tuesday, November 22.