

City of Anna Staff's Weekly Highlights

July 20 – July 24

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

- City staff met with the Greater Anna Chamber Board regarding the CDC/Chamber Agreement. Staff also attended the Chamber's Board Meeting this past week to provide support and answer questions about future community events.
- Economic Development staff met with a prospect considering the Anna Business Park and met with another development group interested in Anna.
- Staff discussed a potential Business Park infrastructure grant with the Economic Development Administration (EDA).

Anna – A Great Place to Live

- The Parks Advisory Board held their regularly scheduled meeting Monday (July 20) evening. At the meeting, the board participated in the development of a parks condition index as part of the parks master planning process and completed an assessment of Sherley Heritage Park. They will be completing the assessment of the remainder of the parks in Anna prior to their next regularly scheduled meeting. Staff has already received several evaluations from Parks Advisory Board Members, started compiling the information, and plans to share the results with the City Council at an upcoming meeting.
- The Neighborhood Services Director continued to meet with Park Board members and local pastors.
- The Neighborhood Services Team, the Director of Public Works, and the City Manager's Office are developing and reviewing a concept plan for enhancements to Johnson Park. This concept plan will be brought to the Parks Advisory Board and Council at an upcoming meeting for discussion and direction.
- The Neighborhood Services Team submitted a draft Parks Capital Improvement Program to the City Manager's Office and the Budget Manager for review before bringing it to the Parks Advisory Board and Council at a future date.
- The Neighborhood Services Team submitted a proposal and funding strategy for events and recreation programming to the City Manager's Office for review prior to bringing it to the City Council for consideration. The Parks Advisory Board has discussed using Parks Development Funds for such purposes and recommends its approval.
- Progress on the steam locomotive is moving along. The train is being dismantled and will be transported to Reader, Arkansas, for restoration in early August. The train is anticipated to arrive in Anna in late October.
- The Code Compliance Manager issued 10 notices of violation related to the International Property Maintenance Code and one for high weeds at the hotel site which has already been abated. Along the right-of-way, 9 illegal signs were removed, and an investigation was

conducted of a group home in Anna. Other duties performed by the Code Compliance Manager included amending the fee schedule for the rental registration program and mobile home parks as well as a review of the health contract with Collin County.

Sustainable Anna Community Through Planned Managed Growth

- The Planning Department will be presenting modifications to the City’s development fees at the Tuesday, July 28, City Council meeting. The proposed changes are based off fee research of municipalities within Collin County.
- On Tuesday, Planning staff participated in the annual monthly progress meeting for the Anna 2050 Comprehensive Plan, Downtown Master Plan, Parks, Trails and Open Space Master Plan. Items discussed included updates on the following:
 - Anna 2050 website – *consultant indicated it would be going live in one week*
 - Joint Boards meeting scheduled on August 11, 2020
 - Virtual neighbors open house
 - Individual stakeholder interviews
- Over the last two weeks (July 10 – July 23) the City of Anna Building Inspector has conducted a total of 308 inspections. Additionally, this past week the Building Department received a total of 30 new single-family residential permits and issued 42 new starts. Below are the current new single-family residence permits received & issued for the month of July and year-to-date totals.

<u>Month</u>	<u>Permits received</u>	<u>Permits issued</u>
July	115	129
Yearly Total	629	604

- Planning Department staff and the IT Manager conducted as site visit Rattan Elementary School cafeteria which has been identified as a potential location for the regularly scheduled August 11, 2020 City Council meeting and special joint boards meeting with City Council, Planning & Zoning Commission, Parks Board, and EDC/ECD Committee. Confirmation of the meeting location will be finalized on Monday, July 27.

High Performing, Professional City

- Fire personnel continue managing the PPE and logistical supply inventory to ensure adequate stockpiling of basic supplies.
- Chief Isom continues to assist the City Manager’s Office with CARES Act funding decisions and direction.
- Chief Wood, Chief Isom, and EDC Director Joey Grisham met with a representative regarding a potential public safety services agreement.

- Draft fire ordinances have been reviewed by the City Attorney and will be voted on by the City Council at the August 11 City Council meeting.
- Chief Isom met with the SmartGov implementor to discuss the fire permitting process and integration into the Planning and Building Departments.
- The fire department will be competing in the annual Battle of the Badges Blood Drive.
- DocuNav completed the workflow setup with LaserFiche. The Human Resources Department will be testing the system next week to ensure the system is working properly. This will assist the HR Director and other staff members with the electronic filing system.
- The Director of Human Resource will finalize the benefits options for medical, dental, vision, and LTD/STD next Monday, July 27.
- The Director of Human Resource, Economic Development Manager, and Management Analyst interviewed candidates to fill two part-time Administrative Assistant vacancies. Offers of employment will be extended this week.
- The Director of Human Resource is working closely with TML Health to ramp-up our wellness group participation. Human Resources will be asking for assistance from departments for volunteers to be a wellness advocate for employees.
- The Director of Human Resource extended an offer of employment for an Assistant Finance Director on Wednesday, July 22. The employee's first day was Thursday, July 23. This position will back fill the recently vacated position in the Finance (Utility Billing) Department.
- The Director of Human Resource spoke to our TML IRP training coordinator regarding virtual training opportunities for 2020. Human Resources also spoke about onsite training opportunities for 2021.
- The Human Resource Department received resignation notifications for the Director of Finance and the Police Chief. The city is currently working with SGR on an Assistant Police Chief recruitment. This will be redesigned to fill the Police Chief position.
- The IT Manager continues to draft and edit a comprehensive IT Policy for the City of Anna.