

City of Anna Staff's Weekly Highlights August 23 – August 27

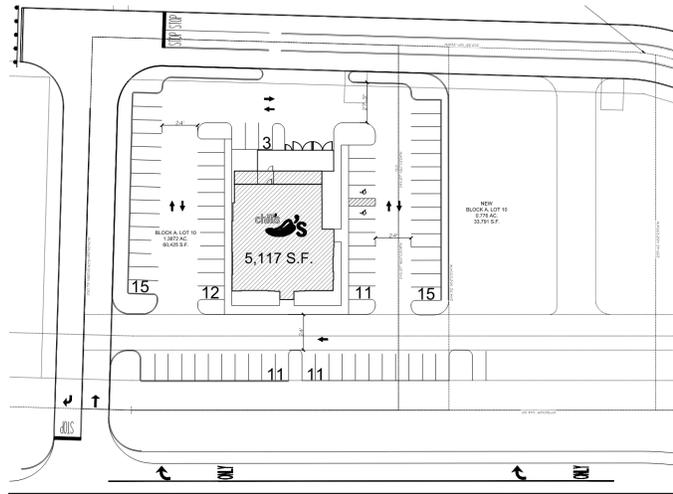
The Mission of the Anna City Government is to provide exceptional city services and facilities in a financially responsible and neighbor-focused way through a high performing, professional city team that provides results in adding value to neighbors' lives.

Growing the Anna Economy

- The Anna Economic Development team met with Frank Turner, former Plano Planning Director, about consulting work for Downtown Anna. Mr. Turner was largely responsible for the development of Downtown Plano.
- Economic Development held a conference call with HFC Consultants regarding the Gardens of Anna Senior Living project.
- Economic Development staff met with two developers.
- City staff participated on a call regarding the Chambers Grove Development.

Sustainable Anna Community Through Planned Managed Growth

- This week Development Services finalized a Request for Proposals (RFP) seeking qualified planning firms and organizations to facilitate and complete a comprehensive audit of the City of Anna's Planning and Development Regulations. This effort will align codes with the goals and recommendations of the newly adopted Comprehensive Plans, modernize and simplify regulations, provide greater clarity, address deficiencies, improve staff efficiencies, and be more user friendly. The RFP is scheduled to be issued this Friday with a submittal deadline scheduled for Thursday, September 30.
- On Tuesday city staff conducted a pre-application meeting with representatives of Chilis regarding a proposed 5,100 square foot restaurant. The proposed site is located on the east side of the US Highway 75 frontage road just north of Panda Express.
- On Friday the Building Division notified the building community of the residential construction permit fee increase that was adopted by City Council on July 27. The new fee rates will be effective Tuesday, September 7, 2021. The net increase is \$350 for a new residential construction permit.
- This week (Friday, August 20 – Thursday, August 26) the Building Division received 25 new single family permit submittals. The current fiscal year total is at 1,126 new single family permit submittals.



- Public Works submitted annual sludge report.
- Public Works staff held meeting with Anna ISD to discuss Rosamond Parkway east of SH 5, utility expansion, and Sherley Elementary.
- Public Works met with Project Advocates, a construction management consulting firm, to review their services and potential opportunities on future Anna projects.
- **Utilities Division:**
 - Completed 30 new meter installs;
 - Completed meter disconnect/reconnect process with Utility Billing;
 - Completed 25 sewer camera inspections;
 - Completed maintenance at the John R. Geren WWTP, including: faucet repair, mowing, tree trimming, cleaning, painting, and gate repairs;
 - Repaired chlorine feed line at Powell Pump Station;
 - Installed additional water quality sampling station on Shadow Bend;
 - Help streets with mowing and weed eating on Foster Crossing;
 - Potholed and located utilities with Vacc-Truck in Pecan Grove PH2;
 - Completed mowing and weed eating at Grayson Pump Station; and
 - Completed 2-year walk for Suzie Lane water line and sewer.
- **Streets Division:**
 - Requested quotes from WOPAC for CR419;
 - Removed “No Bike” signs on FM455;
 - Cleared weeds around signs on James Street;
 - Completed large patch on East Fork Circle;
 - Fill shoulder on W. Foster Crossing;
 - Filled potholes on W. Foster Crossing;
 - Repaired asphalt patch on 4th and Riggins;
 - Completed asphalt patch on Thousand Oaks Drive; and
 - Filled large pothole on CR418.
- **Engineering & Construction Division:**
 - Issued review comments for an engineering plan resubmittal for Anacapri Phase 1A;
 - Issued review comments for an engineering plan resubmittal for Anacapri Phase 1B;
 - Issued review comments for an engineering plan resubmittal for Hurricane Creek Phase 1B;
 - Issued review comments for an engineering plan resubmittal for Villages of Hurricane Creek North Phase 1A;
 - Issued review comments for an engineering plan resubmittal for Anna Buzz Center;
 - Reviewed an engineering plan submittal for Hurricane Creek Phase 2;
 - Reviewed an engineering plan resubmittal for Anacapri Phase 1C;
 - Reviewed an engineering plan resubmittal for The Woods at Lindsey Place and Rosamond Road Extension;
 - Reviewed an engineering plan resubmittal for Throckmorton Sanitary Sewer Extension;
 - Reviewed an engineering plan submittal for Dollar General on SH 121;
 - Reviewed an engineering plan submittal for US 75 Utility Relocation;
 - Attended a predevelopment meeting;
 - Met with developer of Camden Park Phase 4 to discuss some of their concerns;
 - Met with resident to address drainage concerns on SH 5;

- Met with engineering consultant to review Buy America items for reimbursement;
- Attended a meeting with Anna ISD to receive an update on the Rosamond Extension for Sherley Elementary;
- Met with ATT regarding a fiber line conflict on Foster Crossing;
- Attended a staff meeting to discuss a department Strategic Plan;
- Worked on employee evaluations;
- Attended the City Council meeting; and
- Completed 73 ROW Inspections.
- **Fleet and Building Maintenance**
 - Held vehicle inspection parade and had over 97% participation: and
 - Coordinated installation of the new Cintas paper and liquid dispensers in the PW building.

Anna – A Great Place to Live

- The application period of the Neighbor Academy closed this past week. The Academy begins on Thursday, September 9.
- Construction of the concrete pad and footing for the statue at Sherley Heritage Park started last Monday. The work will be completed this week.
- Dean Construction is working on a bid for the display tracks project at Sherley. Staff discussed some value engineering options with the contractor.
- Design on the parking lot at Natural Springs Park has begun.
- Review and research into revisions to the park development ordinance is ongoing.
- The Recreation Volunteer in charge of school age programs hosted an End of the Summer Party for Teenagers on Friday, August 20, from 4pm to 6pm at Slayter Creek Park. The event featured a gaming truck, pizza, and ice cream. Six teens attended the event.
- The Recreation Team hosted the August Story Book Saturday at Slayter Creek Park on Saturday, August 21, from 9am to 11am. The theme for the event was space. Five families attended the event.
- The Recreation Manager, Sports and Fitness Recreation Volunteer, Neighborhood Services Coordinator, and Communications Manager conducted their weekly meeting on Tuesday, August 24, to discuss communications for upcoming events and programs. They discussed various options for promotion outside of social media. Moving forward social media will be utilized to promote events, quarterly rec program registration, and programs that have low enrollment.
- The Recreation team and Communications Manager have been working on finalizing the promotion pieces for the Harvest Festival:
 - The Neighborhood Services Administrative Aide emailed out Vendor and Exhibitor Applications to organizations last Wednesday;
 - The lead coordinator for the event has secured bounce houses and a petting zoo. 5K, 1 mile fun run and toddler trot details/maps were finalized last week;
 - The Recreation Manager also met with the Code Compliance Manager and Fire Chiefs on Wednesday, August 25, to discuss event site map. A follow-up IEP will be scheduled for next week to finalize the details with public works, fire, and police; and
 - The Recreation Manager and Communications Manager are working together to ensure all marketing for the event(s) will be pushed out as soon as possible.

- Neighborhood Services Coordinator met with the Communications Manager to determine event structure for Johnson Park Ribbon Cutting and Grand Opening. Activities and supplies for Johnson Park Event, September 14, have been ordered.
- The Neighborhood Services Coordinator has connected with the Hurricane Creek Rotary Club to participate as an Adopt-A-Spot program.
- Staff attended Keep Texas Beautiful webinar for the Fall Sweep Event, which the City will host in October.
- Neighborhood and community resources have been added to the website.
- “How to Host a Block Party” was held on August 26 with the Police Department. Three individuals attended and will be provided the essential ingredient for any block party, chalk!
- The Block Party Trailer has been reserved for the past three weekends in three different neighborhoods.

High Performing, Professional City

- Patrol officers responded to 269 calls for service and conducted 79 traffic stops. They responded to one major accident and four minors. Officers made three misdemeanor arrests and one felony arrest.
- The Criminal Investigation Division completed one referral to the Collin County Grand Jury. Additionally, detectives worked on several open investigations.
- The Fire Operations Division responded to 30 calls for service from August 21 – August 27. The Department provided one mutual aid response during this time period and received one mutual aid response.
- Fire Prevention Captain Dockray completed four fire inspections and two plan reviews.
- Fire Command staff met with the Communications Manager regarding the upcoming 9/11 memorial service.
- The Human Resource Department assisted city departments with interview scheduling, vacancies, job descriptions, questionnaires, and employment offers.
- The Human Resource Department is the recipient of the Texas Municipal Human Resource Association HR Strategic Department of the Year award. The award was presented at the City Council meeting on August 24, 2021.
- The Human Resource Department finalized open enrollment benefits for plan year 2021-2022. HR staff met with Guardian to go over crucial information to better serve our employees during this transition.
- The Human Resource Department assisted the Finance Department with financial software conversion.
- The Human Resources Department finalized the compensation study for FY 2021-2022 budget year. The results were presented and approved by City Council on August 24, 2021.
- The IT Department closed 14 Helpdesk Tickets this past week.
- IT updated the Helpdesk software to the latest version.
- The IT Director started the Local Government Management Graduate Certificate Program this past week.