



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

June 24, 2014

6:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Workshop Session at 6:30 p.m., June 24, 2014, at the Anna City Hall Administration Building, located at 111 N. Powell Parkway (Hwy 5), regarding the following items:

1. Call to Order.
2. Roll Call and Establishment of Quorum.
3. Review Draft FY 2015 Department Budgets. (City Manager)
4. **CLOSED SESSION (EXCEPTIONS):** Under Tex. Gov't Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:
 - a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code (**Tex. Gov't Code §551.071**);
 - b. discuss or deliberate the purchase, exchange, lease, or value of real property (**Tex. Gov't Code §551.072**); acquisition of right-of-way, easements, and land for municipal facilities;
 - c. discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the City is conducting economic development negotiations; or (2) To deliberate the offer of a financial or other

1. The Council may vote and/or act upon each of the items listed in this agenda.

2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.

3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

incentive to a business prospect described by subdivision (1). (**Tex. Gov't Code §551.087**); proposed residential and retail developments;

The council further reserves the right to enter into executive session at any time throughout any duly noticed meeting under any applicable exception to the Open Meetings Act.

5. Consider/Discuss/Action on any items listed on posted agenda for June 24, 2014 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
6. Adjourn.

This is to certify that I, Philip Sanders, City Manager, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m., June 20, 2014.

Philip Sanders, City Manager

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City of Anna City Council Agenda Staff Report

Council Meeting: June 24, 2014

Staff Contact: Clayton Fulton

Account Code #: N/A

Date Prepared: 06/18/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Review Draft FY 15 Department Budgets.

SUMMARY: Staff will review the following draft budgets with the City Council:

- Water
- Sewer
- Utility Billing
- Economic Development Corporation
- Community Development Corporation

In addition to review of department budgets, we will also review the following:

- Supplemental Requests
- Preliminary Market Adjustments to Salaries and Wages

Each item will be discussed in detail during the workshop session. However, summary information on the preliminary market adjusts to wages is provided below:

Preliminary Market Adjustments

Wellspring Human Capital has completed their study of the City of Anna's placement in the wage/labor market. Thirteen municipalities participated in a wage and benefits survey. The 13 cities were chosen based upon a number of factors including size, proximity, growth patterns, and comparability.

The results of the survey show that a majority of positions within the City's structure require some adjustments to ensure employee compensation is competitive within the market and allow the City of Anna to attract and retain a talented workforce.

To total cost for employee compensation to be competitive within the market is just under \$150,000. Working with Wellspring, staff has developed a strategy to make employee

compensation competitive within the market over the next two fiscal years. This phased in approach will cost \$69,500 in FY 15 and \$80,500 in FY 16.

General Fund

The cost to for employee compensation to be competitive within the market is \$54,000 in FY 15 and \$63,200 in FY 16. Total amount of wage adjustments for the GF is \$117,200

Utility Fund

The cost to for employee compensation to be competitive within the market is \$15,500 in FY 15 and \$17,300 in FY 16. Total amount of wage adjustments for the UF is \$32,800

Particular attention has been paid to matters of market placement (market average so we don't lag and we don't push) and internal equity.

The amounts identified are preliminary and represent our best estimate given various budgetary constraints. The amounts are subject to change as the draft budget is finalized.

RECOMMENDED ACTION: None



**CITY OF ANNA AGENDA NOTICE – CITY COUNCIL
REGULAR MEETING**

June 24, 2014

7:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Regular Session at 7:30 p.m., June 24, 2014, at the Anna City Hall Administration Building, located at 111 North Powell Parkway (Hwy 5), to consider the following items.

Welcome to the City Council Meeting. Please sign the Sign-In-Sheet as a record of attendance. If you wish to speak on an open-session agenda item please fill out the Opinion/Speaker Registration Form and turn it in to the City Secretary before the meeting starts.

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Citizen comments. *Citizens are allowed 3 minutes to speak. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.*
4. Receive reports from Staff or the City Council about items of community interest. *Items of community interest include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen (but not including a change in status of a person's public office or public employment); a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.*

1. The Council may vote and/or act upon each of the items listed in this agenda.
2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

5. Consent Items. *These items consist of non-controversial or “housekeeping” items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.*
 - a. Approve City Council Minutes for June 10, 2014 Regular Meeting.
 - b. Review minutes of the Anna EDC from April 3, 2014. (Jessica Perkins)
 - c. Review minutes of the Anna CDC from April 3, 2014. (Jessica Perkins)
6. Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a land Purchase and Sale Agreement with John Bradley. (City Manager).
7.
 - a. Conduct a public hearing regarding an Ordinance amending the Anna City Code of Ordinances by amending Part III-A (Subdivision Regulations), Article 1 (General Provisions), Section 5.02 (Exemptions). (Maurice Schwanke)
 - b. Consider/Discuss/Action regarding an Ordinance amending the Anna City Code of Ordinances by amending Part III-A (Subdivision Regulations), Article 1 (General Provisions), Section 5.02 (Exemptions). (Maurice Schwanke)
8. Consider/Discuss/Action regarding an Ordinance adopting the 2009 Edition Of The International Building Code, International Residential Code, International Electrical Code, International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, and International Plumbing Code; adopting the North Central Texas Council Of Governments Recommended amendments to each said adopted Codes. (Maurice Schwanke).
9. Briefing/Discussion regarding the FY 2014 Street Improvement Program. (Rob Woods)
10. CLOSED SESSION (EXCEPTIONS): Under Tex. Gov’t Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:
 - a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code **(Tex. Gov’t Code §551.071)**;
 - b. discuss or deliberate the purchase, exchange, lease, or value of real property **(Tex. Gov’t Code §551.072)**; acquisition of right-of-way; easements; and land for municipal facilities;

1. The Council may vote and/or act upon each of the items listed in this agenda.

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3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

- c. discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the City is conducting economic development negotiations; or (2) To deliberate the offer of a financial or other incentive to a business prospect described by subdivision (1). **(Tex. Gov't Code §551.087)**; proposed residential and retail developments;

The council further reserves the right to enter into executive session at any time throughout any duly noticed meeting under any applicable exception to the Open Meetings Act.

11. Consider/Discuss/Action on any items listed on posted agenda for June 24, 2014 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.
12. Adjourn.

This is to certify that I, Philip Sanders, City Manager, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m. June 20, 2014.

Philip Sanders, City Manager

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**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Call to order.

SUMMARY:

RECOMMENDATION:



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Invocation and Pledge of Allegiance.

SUMMARY:

RECOMMENDATION:



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Citizen Comments. *Citizens are allowed 3 minutes to speak. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.*

SUMMARY:

RECOMMENDATION:



City of Anna City Council Agenda Staff Report

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Receive reports from Staff or the City Council about items of community interest. *Items of community interest include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen (but not including a change in status of a person's public office or public employment); a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.*



City of Anna City Council Agenda Staff Report

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consent Items. *These items consist of non-controversial or "housekeeping" items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.*

- a. Approve City Council Minutes for June 10, 2014 Regular Meeting.
- b. Review minutes of the Anna EDC from April 3, 2014. (Jessica Perkins)
- c. Review minutes of the Anna CDC from April 3, 2014. (Jessica Perkins)

RECOMMENDATION: Staff recommends approval of the consent items.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014
Account Code # Collin County Open Space Grant
Amount: \$6,000

Staff Contact: City Manager

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a land Purchase and Sale Agreement with John Bradley.

SUMMARY: Last fall the City Council authorized the purchase of a 0.798 acre tract of land located on FM 455. The original purchase agreement expired without being fully executed by both parties. Both parties are now ready to execute the agreement. It is anticipated that this land will become part of the Slayter Creek Hike & Bike Trail system. Funds for this purchase are available from the Collin County Open Space Grant program.

RECOMMENDATION: Staff recommends approval of the attached Resolution authorizing the land purchase.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Maurice Schwanke

Account Code #: N/A

Date Prepared: 06/18/14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: (a) Conduct a public hearing regarding an Ordinance amending the Anna City Code of Ordinances by amending Part III-A (Subdivision Regulations), Article 1 (General Provisions), Section 5.02 (Exemptions).

b. Consider/Discuss/Action regarding an Ordinance amending the Anna City Code of Ordinances by amending Part III-A (Subdivision Regulations), Article 1 (General Provisions), Section 5.02 (Exemptions).

SUMMARY: This proposed ordinance adds an additional exemption to the platting statute. From time to time the State or the City acquires right-of-way or properties from individuals for public needs. Most of the time the State and Cities are acquiring slivers of land along existing roadways and in some instances where roads exist but are still owned fee simple to the centerline by owners of adjacent properties. The practice has been to allow this type of subdivision of property to occur. In other cases land is sometimes donated or acquired for other uses such as parks. This proposed ordinance codifies the practice so that there is no confusion and the State and City are in conformance with our ordinances.

RECOMMENDED ACTION: Approval of Ordinance.



City of Anna City Council Agenda Staff Report

Council Meeting: June 24, 2014
Account Code # _____
Amount: _____

Staff Contact: Maurice Schwanke

Exhibits: X Yes No

AGENDA SUBJECT: Consider/Discuss/Action regarding an ordinance adopting the 2009 Edition of the International Building Code, International Residential Code, International Electrical Code, International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code; and adopting the North Central Texas Council of Governments Recommended Amendments to each adopted code.

SUMMARY: Updated codes are a vital part of development within the City. As technology and construction standards change, the codes that regulate new construction are also updated and amended. In the North Texas area most cities are adopting the 2009 version of the International Codes with amendments recommended by the North Central Texas Council Governments (COG). These Codes will replace the 2006 Codes that are in place now. The Ordinance attached lists out the COG amendments and reasoning for the changes.

RECOMMENDED ACTION: Approval of Ordinance.



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Rob Woods

Account Code # _____

Amount: _____

Exhibits: X Yes No

AGENDA SUBJECT: Briefing/Discussion regarding the FY 2014 Street Improvement Program.

SUMMARY: There is approximately \$80,000 still available in the FY 2014 street capital project budget. Staff will provide a briefing on several projects that could be constructed with the funds remaining in the budget.



City of Anna City Council Agenda Staff Report

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

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**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Consider/Discuss/Action on any items listed on posted agenda for June 24, 2014 Workshop Session or any Closed Session occurring during this Regular Meeting, as necessary.

SUMMARY:

RECOMMENDATION:



**City of Anna
City Council Agenda
Staff Report**

Council Meeting: June 24, 2014

Staff Contact: Philip Sanders

Account Code #: N/A

Date Prepared: 6-20-14

Budgeted Amount: N/A

Exhibits: Yes No

AGENDA SUBJECT: Adjourn.

SUMMARY:

RECOMMENDATION: Staff recommends a motion to adjourn.