



CITY OF ANNA AGENDA NOTICE - CITY COUNCIL MEETING

July 26, 2016

6:30 PM - Anna City Hall

The City Council of the City of Anna will meet in Work Session at 6:30 PM, on July 26, 2016, at the Anna City Hall, located at 111 North Powell Parkway (Hwy 5), to consider the following items:

1. Call to Order.
2. Roll Call and Establishment of Quorum
3. Briefing/Discussion regarding FY 17 Utility Rate Study (Clayton Fulton)
4. Briefing/Discussion regarding FY 17 DWI STEP Grant Program. (Chief Jenks)
5. 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);

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

6. Consider/Discuss/Action on any items listed on the posted agenda or any closed session occurring during this meeting, as necessary
7. Adjourn.

This is to certify that I, Carrie L. Smith, City Secretary, 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 .

Carrie L. Smith, City Secretary

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.



Item No.3.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Finance Director
Exhibits: No

AGENDA SUBJECT:

Briefing/Discussion regarding FY 17 Utility Rate Study (Clayton Fulton)

SUMMARY:

Staff has been working with Carolyn Marshall, our utility rate consultant, over the past several months to analyze utility consumption and patterns.

We have provided Ms. Marshall with budget projections for FY 17, actual YTD data and projections for FY 16, and actual historical data. We have also provided consumption data to Ms. Marshall for analysis. All our data have been entered into the model and the model has been reviewed by staff.

Ms. Marshall will be in attendance to present results from the model. At this time it appears there is no need for a rate increase in FY 17. However, consumption patterns have a significant impact upon rate revenue and changes in consumption could result in changes to our rates.

STAFF RECOMMENDATION:

No action is required.



Item No.4.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016

Staff Contact: Chief Jenks

Exhibits: No

AGENDA SUBJECT:

Briefing/Discussion regarding FY 17 DWI STEP Grant Program. (Chief Jenks)

SUMMARY:

TxDOT traffic safety personnel sent an invitation to the Police Department to participate in their impaired drivers enforcement program, commonly called DWI STEP (Selective Traffic Enforcement Program). The STEP programs provide salary/benefits reimbursements to law enforcement agencies that participate in traffic safety initiatives, such as Speeding, Seatbelts, and DWI's. As we have seen a 92% increase in DWI arrests as of 2015 in the Anna area during the recent past, we believe it to be a good idea to participate.

According to TxDOT, Anna PD qualifies for about \$4,000 in funds. Grantees have to provide a 20% match and that match can be "in kind." Meaning, the wear and tear on the cars, the fuel, the Lt's salary/benefits while administering the program, etc, could be used as our "match."

This grant provides overtime dollars, including salary/benefits and admin costs to increase DWI enforcement during four specified "waves" throughout the year. These waves are each 18 days long and include Christmas/New Year's (12/15/16 to 01/01/17); Spring Break (03/04/17 to 03/21/17); Independence Day (06/24/17 to 07/05/2017); and Labor Day (08/18/17 to 09/03/17). The aforementioned \$4,000 would be a total amount of funding for all of the "waves."

The 20% match (approx \$800) required from the City will all be "in-kind." Since the in-kind match can include vehicle usage per shift, the Lt prepared a vehicle cost analysis that provided a total operating cost per patrol mile based on vehicle/equipment costs, depreciation of such, vehicle maintenance costs, insurance costs and fuel costs. Based on our calculations, the cost to operate one patrol vehicle per mile is approximately \$1.10. If the Officers drive a total of 727 miles during the shifts, the in-kind match will be met. We anticipate reaching the mileage goal with ease and that will more than satisfy the 20% "in-kind match."

STAFF RECOMMENDATION:

No action required



Item No.5.a.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Philip Sanders
Exhibits:

AGENDA SUBJECT:

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);

SUMMARY:

STAFF RECOMMENDATION:



CITY OF ANNA AGENDA NOTICE - CITY COUNCIL MEETING

July 26, 2016

7:30 PM - Anna City Hall

The City Council of the City of Anna will meet in Regular Session at 7:30 PM, on July 26, 2016, at the Anna City Hall, 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/Roll Call.
2. Invocation and Pledge of Allegiance.
3. Citizen Comments.

Citizens are allowed three 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.

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 July 12, 2016 Council Meeting Minutes
 - b. Review Quarterly Investment Report. (Clayton Fulton)
 - c. Resolution approving an Interlocal Agreement with Collin County for Jail Services. (Chief Jenks)
 - d. Resolution approving a Replat of Sister Groves Estates, Lots 1, 2, and 3. (Maurice Schwanke)
 - e. Authorize the City Manager to solicit bids for the Fiscal Year 2016 Street Rehabilitation Project. (Joseph Johnson)
6. Consider/Discuss/Action on a Resolution approving an amendment to the Potable Water Pass Through & Pumping Agreement with the City of McKinney. (Joseph Johnson)
 7. Presentation of the Proposed FY 16-17 annual budget. (Clayton Fulton)
 8. Consider/Discuss/Action regarding a Resolution setting the date, time, and place for a Public Hearing on the FY 16-17 annual budget. (Clayton Fulton)
 9. First reading of a Resolution authorizing the Anna Community Development Corporation to undertake a project related to a real estate sales contract to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)
 10. Second reading of a Resolution authorizing the Anna Community Development Corporation to undertake a project related to a real estate sales contract to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)
 11. Consider/Discuss/Action regarding a Resolution authorizing a project related to a real estate sales contract by the Anna Community Development Corporation and the Anna Economic Development Corporation to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)
 12. Consider/Discuss/Action regarding a Resolution supporting the creation of a Regional 9-1-1 Emergency Communications District. (Chief Jenks)
 13. CLOSED SESSION (EXECEPTIONS)

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. 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);

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.

14. Consider/Discuss/Action on any items listed on the posted agenda or any closed session occurring during this meeting, as necessary
15. Adjourn.

This is to certify that I, Carrie L. Smith, City Secretary, 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 .

Carrie L. Smith, City Secretary

1. The Council may vote and/or act upon each of the items listed in this agenda.
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Item No.5.a.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Carrie Smith
Exhibits: Yes

AGENDA SUBJECT:

Approve July 12, 2016 Council Meeting Minutes

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Description	Upload Date	Type
City Council - Work Session July 12 Minutes	7/22/2016	Cover Memo
City Council - Regular Session July 12 Minutes	7/22/2016	Cover Memo



Item No.5.b.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Finance Director
Exhibits: Yes

AGENDA SUBJECT:

Review Quarterly Investment Report. (Clayton Fulton)

SUMMARY:

In accordance with the Public Funds Investment Act, the City of Anna is required to submit a quarterly report on the investment of all Public Funds held by the City. The attached report has been developed with our investment advisors, Valley View Consulting, LLC. The report includes the following:

- Review of economic conditions
- Review of the City's holdings
- Comparison of book vs. market value
- Allocation information
- Other information related to the PFIA

STAFF RECOMMENDATION:

No action is required.

ATTACHMENTS:

Description	Upload Date	Type
FY 16 3rd Quarter Investment Report	7/21/2016	Cover Memo



Item No.5.c.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Chief Jenks
Exhibits: Yes

AGENDA SUBJECT:

Resolution approving an Interlocal Agreement with Collin County for Jail Services. (Chief Jenks)

SUMMARY:

The Police Department utilizes, through agreement, the Collin County Jail for all of the jail service needs that arise from the enforcement of laws by the Anna Police Department's Officers. The attached Resolution extends the term of the Agreement through September 30, 2017.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution extending the jail services agreement with Collin County.

ATTACHMENTS:

Description	Upload Date	Type
Resolution Approving 2017 Jail Services Agreement	7/21/2016	Resolution Letter
2017 Jail Services Agreement	7/8/2016	Exhibit



Item No.5.d.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT:

Resolution approving a Replat of Sister Groves Estates, Lots 1, 2, and 3. (Maurice Schwanke)

SUMMARY:

Hannibal Shelton Boone and Van Lawrence have submitted an application for approval of a Replat of lots 1, 2, and 3, the Sister Grove Estates. The property consists of approximately 4.053 acres of land that is located north of Sam Rayburn Hwy and east of the Collin County Outer Loop. The purpose of the re-plat is to take the three (3) existing lots and turn it into 1 lot. The property is zoned as SF-E (Single Family Large Lot - Residential). The submittal meets the City of Anna plat requirements. The Planning and Zoning Commission has recommended approval of this Replat.

STAFF RECOMMENDATION:

Staff recommends approval of the Replat.

ATTACHMENTS:

Description	Upload Date	Type
Location Map	7/5/2016	Backup Material
Resolution	7/21/2016	Resolution Letter
Sister Grove Estates Re-plat (Exhibit 1)	7/5/2016	Exhibit



Item No.5.e.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Joseph Johnson
Exhibits: None.

AGENDA SUBJECT:

Authorize the City Manager to solicit bids for the Fiscal Year 2016 Street Rehabilitation Project.
(Joseph Johnson)

SUMMARY:

Staff is requesting Council authorization to solicit bids for the Fiscal Year (FY) 2016 Street Rehabilitation Project. Staff is recommending Fern Street as the FY 2016 project. Fern Street is an asphalt road approximately 1,300 linear feet in length that intersects SH 5 just south of the Anna Middle School. We estimate that the project will cost approximately \$120,000. Staff is proposing to complete the project in phases as funds remaining in the current fiscal year budget are not sufficient to complete the entire project. We are proposing to time the project so that we would commence Phase 1 of the project prior to the end of the 2016 fiscal year and finish Phase 2 of the project within the first two weeks after the beginning of the 2017 fiscal year. Phase 1 would consist of milling, haul-off and subgrade stabilization. Phase 2 would consist of installing the asphalt material. Funding in the amount of \$80,000 is available in the current fiscal year and funding is expected to be available in the 2017 fiscal year to complete the project.

STAFF RECOMMENDATION:

Staff recommends approval of this item authorizing the City Manager to solicit bids for the Fiscal Year 2016 Street Rehabilitation Project.

ATTACHMENTS:

Description	Upload Date	Type
Fern Street Exhibit	7/19/2016	Exhibit



Item No.6.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Joseph Johnson
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action on a Resolution approving an amendment to the Potable Water Pass Through & Pumping Agreement with the City of McKinney. (Joseph Johnson)

SUMMARY:

The Collin Grayson Municipal Alliance ("CGMA") pipeline was constructed in 2007 to serve water to the Cities of Howe, Van Alstyne, Anna and Howe. This pipeline provides the City of Anna with a secondary source of potable water (surface water) to supplement the production of our wells. During the planning phases of the project, the Greater Texoma Utility Authority (GTUA) reached an agreement with the North Texas Municipal Water District ("NTMWD") to purchase potable water on the north side of McKinney. However, the NTMWD did not have a major transmission line in the area which ultimately led to discussions with the City of McKinney of purchasing the water from NTMWD and paying McKinney a fee to pass the water through their system for delivery to the CGMA system.

This was a temporary measure as it was understood that NTMWD would be building a transmission line in the vicinity of the CGMA pump station in the coming years. As development slowed after the economic downturn beginning around 2007, the plans for constructing this pipeline slowed down as well. The NTMWD's transmission line is currently under design and scheduled to be complete in May of 2018.

The agreement reached with McKinney expires in September of 2016 which necessitated the pursuit of an extension to our existing pass through agreement that will keep us under contract until we can receive water from NTMWD directly. The proposed amendment has no substantial changes from the existing contract as it was focused on extending the contract to September 30, 2019 or until we have a connection with NTMWD, whichever is sooner.

GTUA and the City of McKinney have already approved the amendment and are now requesting that each CGMA City also approve it.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution and amendment.

ATTACHMENTS:



Item No.7.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Finance Director
Exhibits:

AGENDA SUBJECT:

Presentation of the Proposed FY 16-17 annual budget. (Clayton Fulton)

SUMMARY:

Staff will present a draft of the FY 17 budget. The draft budget will be a condensed version of the final budget as the formatting, layout, and supporting materials are finalized. All substantive budgetary information will be presented during this meeting.

Staff will present a review of the entire budget including the supplemental requests highlighting what is recommended for funding.

Staff anticipates receiving the certified taxable values from the Collin CAD no later than Friday July 22nd; however, the statutory deadline for the CAD to certify is Monday July 25th. Staff intends to present the certified values during the budget presentation. Paper copies of the draft budget will be provided at the meeting.

STAFF RECOMMENDATION:



Item No.8.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Finance Director
Exhibits:

AGENDA SUBJECT:

Consider/Discuss/Action regarding a Resolution setting the date, time, and place for a Public Hearing on the FY 16-17 annual budget. (Clayton Fulton)

SUMMARY:

City Charter requires the City Council to name the date and place of a public hearing on the budget. The Charter further requires that the public hearing be published in the official newspaper at least twice. Staff will work with the Anna Melissa Tribune to publish notice of the hearing on August 4th and again on August 11th.

Staff recommends that the public hearing on the FY 2017 Budget be held at 7:30 p.m. on August 23, 2016 at Anna City Hall.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	7/21/2016	Resolution Letter



Item No.9.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Jessica Perkins
Exhibits:

AGENDA SUBJECT:

First reading of a Resolution authorizing the Anna Community Development Corporation to undertake a project related to a real estate sales contract to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)

SUMMARY:

The economic development boards have been pursuing a land purchase for several months. The land is generally located at the Northeast corner of hwy. 5 and the Collin County Outer Loop. The intent of the development corporations is to market the land as a Business Park to increase employment in Anna and diversity the tax base. The proposed financing plan includes cash investments by the CDC and the EDC as well as issuance of CDC sales tax revenue bonds.

The resolution authorizes the CDC and EDC to execute the attached land sale/purchase contract (Exhibit A). Both boards have already reviewed and approved the sale/purchase contract.

STAFF RECOMMENDATION:

Two readings of the Resolution are required prior to adoption. This is the first reading of the Resolution. The presiding officer should read the following:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANNA APPROVING AND AUTHORIZING A PROJECT RELATED TO A REAL ESTATE SALES CONTRACT BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION AND THE ANNA ECONOMIC DEVELOPMENT CORPORATION"



Item No.10.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016

Staff Contact: Jessica Perkins

Exhibits:

AGENDA SUBJECT:

Second reading of a Resolution authorizing the Anna Community Development Corporation to undertake a project related to a real estate sales contract to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)

SUMMARY:

The economic development boards have been pursuing a land purchase for several months. The land is generally located at the Northeast corner of hwy. 5 and the Collin County Outer Loop. The intent of the development corporations is to market the land as a Business Park to increase employment in Anna and diversity the tax base. The proposed financing plan includes cash investments by the CDC and the EDC as well as issuance of CDC sales tax revenue bonds.

The resolution authorizes the CDC and EDC to execute the attached land sale/purchase contract (Exhibit A). Both boards have already reviewed and approved the sale/purchase contract.

STAFF RECOMMENDATION:

Two readings of the Resolution are required prior to adoption. This is the second reading of the Resolution. The presiding officer should read the following:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANNA APPROVING AND AUTHORIZING A PROJECT RELATED TO A REAL ESTATE SALES CONTRACT BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION AND THE ANNA ECONOMIC DEVELOPMENT CORPORATION"



Item No.11.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Jessica Perkins
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a Resolution authorizing a project related to a real estate sales contract by the Anna Community Development Corporation and the Anna Economic Development Corporation to purchase land generally located at the NE corner of Hwy. 5 and the Collin County Outer Loop. (Jessica Perkins)

SUMMARY:

The City's economic development corporations have negotiated a contract to purchase an 85-acre tract of land generally located at the Northeast corner of SH 5 (Powell Parkway) and the Collin County Outer Loop. The Corporations intend to develop the land as a business park that will increase employment in Anna and diversity the tax base. The proposed financing plan includes cash investments by the Anna Community Development Corporation (CDC) and the Anna Economic Development Corporation (EDC) as well as issuance by the CDC of sales tax revenue bonds for the remainder of the purchase price.

The Resolution authorizes the CDC and EDC to execute the attached land sale/purchase contract (Exhibit E). Both boards have already reviewed and approved the sale/purchase contract.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Resolution EDC CDC Real Estate Sales Contract	7/20/2016	Resolution Letter
Real Estate Sales Contract (Exhibit E)	7/20/2016	Exhibit



Item No.12.

**City Council Agenda
Staff Report**

Meeting Date: 7/26/2016
Staff Contact: Chief Jenks
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a Resolution supporting the creation of a Regional 9-1-1 Emergency Communications District. (Chief Jenks)

SUMMARY:

The North Central Texas Council of Governments (NCTCOG), on behalf of the NCTCOG's 9-1-1 Regional Advisory Committee, in requesting that the City of Anna show support for and authorize the creation of a Regional Emergency Communications District (ECD). These districts were authorized by legislative action taken to amend the Health and Safety Code (SB 1108/HB 3462) during the most recent legislative session.

The state collects \$.50 on every phone bill to pay for 9-1-1 services in Texas. The legislature does not, however, return all of those funds to the Texas Commission on State Emergency Communications (CSEC) for distribution to the Councils of Government (COG's) in the state; they hold some of the money to show a balanced state budget (on paper). Right now, the state is holding \$150 million in collected 9-1-1 fees, 15% of which was collected from our region.

The creation of an ECD will allow all of the monies collected through the phone bill fees to be remitted entirely back to this district from which it was collected. A newly created ECD will be staffed by the NCTCOG.

The new law requires that the governing body of each entity now served by a COG pass a resolution calling for the creation of an Emergency Communications District.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Resolution.

ATTACHMENTS:

Description	Upload Date	Type
Resolution Authorizing Regional 9-1-1 ECD	7/21/2016	Resolution Letter