MEETING AGENDA
ANNA COMMUNITY DEVELOPMENT CORPORATION
AND
ANNA ECONOMIC DEVELOPMENT CORPORATION

Thursday, May 9, 2024 @ 6:00 PM

The EDC/CDC of the City of Anna will meet on 5/9/2024, at 6:00 PM in the Anna Municipal Complex-Council Chambers, located at 120 W. 7th Street, to consider the following items.

1. **Call to Order, Roll Call, and Establishment of Quorum.**
2. **Invocation and Pledge of Allegiance.**
3. **Neighbor Comments.**
   Persons may address the Board of Directors on items not on the agenda; please observe the time limit of three (3) minutes. Members of the Board cannot comment on or deliberate statements of the public except as authorized by Section 551.042 of the Texas Government Code.
4. **Consent Agenda.**
   a. Approve minutes from the April 4, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
   b. Approve minutes from the April 4, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)
5. **Individual Consideration.**
   a. Hold a Public Hearing and Consider/Discuss/Action on a Resolution approving an agreement with Silversand Services and authorizing the expenditure of funds for lawn care of the downtown CDC-owned properties. (CDC)
   b. Consider/Discuss/Action on a Resolution approving an agreement with Toole Design and authorizing the expenditure of funds for the Interurban Pedestrian Corridor Project and Downtown Plan Consulting. (CDC)
   c. Consider/Discuss/Action on a Resolution approving the dedication of permanent water line easement(s) to the City of Anna located on certain CDC-owned properties along State Highway 5. (CDC)
   d. Consider/Discuss/Action on a Resolution approving a purchase and sale

IMPORTANT LEGAL NOTICE: The Corporation may vote and/or act upon each of the items listed in this agenda. The Corporation 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 Meetings Act. Disabled persons who want to attend this meeting and 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.

contract with leasebacks for property owned by Bengal Anna Plaza, LLC, a Texas limited liability company, and Faizur Rahman located along or near State Highway 5. (CDC)

e. Consider/Discuss/Action approving an agreement with the Dallas Business Journal for the 2025 Best Real Estate Deals Awards Presenting Sponsorship. (CDC)

f. Consider/Discuss/Action a request for the City of Anna's Fire and Police Departments to conduct departmental exercises and training on two downtown CDC-owned properties. (CDC)

6. **Director's Report.**

   a. Strategic Plan Update

   b. Financial Report/Sales Tax Update

   c. Event Updates & Upcoming Events

7. **Closed Session.**

   a. Deliberate regarding the purchase, exchange, lease or value of real property. (Tex. Gov't Code §551.072) possible property acquisition; possible land sale/purchase.

   b. Consult with legal counsel 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); Grant program; Lease agreement and professional services contract. Pending Contracts.

   c. Discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the Board of Directors has received from a business prospect that the Board of Directors seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the Board 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); potential retail and medical projects.

8. **Reconvene into open session and take any action on closed session items.**

9. **Receive reports from staff or Board Members about items of community interest.**

10. **Adjourn.**

This is to certify that I, Bernie Parker, Interim Director of Economic Development, posted this Agenda on the City's website (www.annatexas.gov) and at the Anna Municipal Complex bulletin board at or before 5:00 p.m. on 5/3/2024.

Bernie Parker, Interim Director of Economic Development

IMPORTANT LEGAL NOTICE: The Corporation may vote and/or act upon each of the items listed in this agenda. The Corporation 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 Meetings Act. Disabled persons who want to attend this meeting and 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.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Neighbor Comments.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 4.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Approve minutes from the April 4, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:
1. April 4_2024 CDC EDC Joint Meeting Minutes_Draft

Officers:
Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:
Bernie Parker, Interim Director of Economic Development
Salena Tittle, Interim Economic Development Analyst

Anna Community Development Corporation and Anna Economic Development Corporation Meeting Minutes

Thursday, April 4, 2024, at 6:00 pm
Anna Municipal Complex, City Council Chambers
120 W. 7th Street, Anna, Texas 75409

The Anna Community Development Corporation and the Anna Economic Development Corporation conducted a meeting at 6:00 p.m. on Thursday, April 4, 2024, at the Anna Municipal Complex City Council City Council Chambers, located at 120 W. 7th Street Anna, Texas 75409.

A video recording of the open session portions of the meeting may be viewed online at the City of Anna's website: https://www.annatexas.gov/962/AgendasMinutes

CDC and EDC Board Members Present: Bruce Norwood, Ronnie Kerr, Jody Bills, Allison Inesta, Kylee Kelley, Michelle Hawkins, and Rocio Gonzalez. **Others Present:** Bernie Parker (Interim Director of Economic Development), Salena Tittle (Interim Economic Development Analyst), Pete Cain (Council Member), Lee Miller (Council Member) and Clark McCoy (Attorney).

1. **Call to Order, Roll Call, and Establishment of Quorum.**
   The meeting was called to order by Board President Bruce Norwood at 6:00 p.m.
2. **Invocation and Pledge of Allegiance.**
   Invocation and Pledge of Allegiance was led by Bruce Norwood.
3. **Neighbor Comments.**
   None.

4. **Consent Agenda.**
   a. Approve minutes from the March 7, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
   b. Approve minutes from the March 7, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

Bruce Norwood made a motion on behalf of the CDC and EDC to approve the consent agenda. Jody Bills seconded the motion. All were in favor. Motion passed.

5. **Individual Consideration.**

a. Consider/Discuss/Action on authorizing an incidental sign to be placed on the EDC building located at 101 S. Powell Parkway, Anna, Texas and authorizing City of Anna Interim Director of Economic Development to take all steps necessary to acquire and place the sign including entering into an agreement on behalf of the EDC providing for placement of said sign with the EDC acquiring ownership of said sign at a price not to exceed ten dollars and zero cents ($10.00).

Salena Tittle provided a brief presentation to the Board describing the tenants request for placement of an incidental sign (object of a horse) on top of the EDC owned building.

Michelle Hawkins asked if the EDC truly wanted ownership of the horse.

Bernie Parker advised the Board that this was a topic of discussion amongst staff and the decision was made due to the horse having to be placed on the EDC insurance should anything happen and to also keep a piece of Anna history in Anna's Downtown should the tenant choose to leave at a later time.

Rocio Gonzalez made a motion on behalf of the CDC and EDC to approve individual consideration item 5a. Jody Bills seconded the motion. All were in favor. Motion passed.

b. Consider/Discuss/Action on authorizing the City of Anna Interim Director of Economic Development to support the current tenant's placement of a food truck in front of the EDC building located at 101 S. Powell Parkway, Anna, Texas, said building being leased to said tenant and to take all necessary steps to provide for such placement including without limitation executing on the EDC's behalf necessary applications for governmental approval, if any.

Salena Tittle provided a brief presentation to the Board describing the tenants request to move the approved current location of the food truck (rear of EDC building) to the front southern portion of the EDC owned building.

Jody Bills made a motion on behalf of the CDC and EDC to approve individual consideration item 5b. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

c. Consider/Discuss/Action on a recommendation to cancel the May 2, 2024, CDC/EDC Joint Board Meeting.

Bernie Parker reminded the Board, per previous discussions, that he would be out of the office the week the May 2nd meeting was to be held due to previously scheduled training. Mr. Parker advised the staff's recommendation to cancel the May 2nd meeting.

Kylee Kelley made a motion on behalf of the CDC and EDC to approve individual consideration item 5c. Jody Bills seconded the motion. All were in favor. Motion passed.

d. Consider/Discuss/Action on a recommendation to conduct the May CDC/EDC Joint Board Meeting on May 9, 2024, at 6:00 p.m. in Council Chambers of the Municipal Complex located at 120 W. 7th Street.

Bernie Parker advised the Board that due to the May 2nd meeting being cancelled, staff recommends holding the May joint meeting on May 9th.

Kylee Kelley made a motion on behalf of the CDC and EDC to approve individual consideration item 5d. Jody Bills seconded the motion. All were in favor. Motion passed.

6. **Director's Report.**

a. Strategic Plan Update

Bernie Parker advised the Board that he had the privilege to speak at the Greater Anna Chamber of Commerce Leadership Program and share with neighbors the responsibilities of Economic Development and the role it plays locally, regionally, and statewide.

Bernie also wanted to thank Board President, Bruce Norwood, and Vice-President, Jody Bills, for spending an afternoon with EDC staff to review all Downtown SOQ packages and help make a recommendation on which company we should proceed forward with in regard to the EDC's vision for the Interurban Pedestrian Only Plan and the Downtown Small Area Plan.

Mr. Parker made mention that City staff as well as EDC staff met with Anna ISD to discuss a new job shadowing program for Anna ISD teachers. This is a grant program which allows teachers this summer to shadow city staff and participate in work programs in order to learn some hands-on training to take back to their students for certain work program certifications.

Additionally, Bernie made mention of the Dallas Business Journal article that was recently published regarding the growth in Anna and the influx of single-family residential permits over the last year.

b. Financial Report/Sales Tax Update

Bernie Parker explained to the Board that Sales Tax numbers had not been published yet but that staff would have an update for the Board at the May meeting.

c. Downtown RFQ Update

Bernie Parker advised that staff will be providing the Board with the Toole Design - Scope of Work & Fee Proposal at the May meeting. Toole Design is the company that was selected by staff as well as the Board President and Vice President to proceed forward in the process of assisting the EDC with the desired downtown area plans.

d. Upcoming Events

Bernie Parker advised that Monday, April 15th is the Greater Anna Chamber of Commerce Golf Tournament. Wednesday, April 17th, the EDC staff will be in Dallas for the Bisnow Healthcare Real Estate Event. Thursday, April 18th is the Dallas Business Journal Best Real Estate Delas Awards at the Ritz Carlton in Dallas. Saturday, June 1st is the Boards & Commission Orientation in Council Chambers. Friday, June 14th, the Texas Workforce Commission's Mobile Unit will be in the parking lot of the Municipal Complex.

7. **Closed Session.**

a. Deliberate regarding the purchase, exchange, lease or value of real property. (Tex. Gov't Code §551.072) possible property acquisition; possible land sale/purchase.

b. Consult with legal counsel 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); Grant program; Lease agreement and professional services contract. Pending Contracts.

c. Discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the Board of Directors has received from a business prospect that the Board of Directors seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the Board 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); potential retail and medical projects.

Officers:
Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:
Bernie Parker, Interim Director of Economic Development
Salena Tittle, Interim Economic Development Analyst

Ronnie Kerr made a motion to enter closed session. Michelle Hawkins seconded the motion. All were in favor. Motion passed. EDC/CDC Board entered closed session at 6:19 p.m.

8. **Reconvene into open session and take any action on closed session items.**

Jody Bills made a motion that the Board reconvene the EDC/CDC meeting back into open session. Ronnie Kerr seconded the motion. All were in favor. Motion passed. The CDC/EDC Board reconvened the meeting at 6:35 p.m.

Bruce Norwood advised that there is no action needed to be taken regarding closed session items.

9. **Receive reports from staff or Board Members about items of community interest.**

Bernie Parker pointed out some of the new EDC swag that was given to each Board Member before the start of the meeting.

Bruce Norwood mentioned the Anna Fire vs. the Anna Police Softball Game which will take place at the Anna High School Softball Fields the following night, Friday, April 5th.

10. **Adjourn.**

Bruce Norwood made a motion to adjourn the meeting at 6:38 p.m. Ronnie Kerr seconded the motion. All were in favor. Motion passed.

APPROVED:

_____

Bruce Norwood

President of CDC/EDC

ATTESTED:

_____

Rocio Gonzalez

Secretary of CDC/EDC

Item No. 4.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Approve minutes from the April 4, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:
1. April 4_2024 CDC EDC Joint Meeting Minutes_Draft

Officers:
Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:
Bernie Parker, Interim Director of Economic Development
Salena Tittle, Interim Economic Development Analyst

Anna Community Development Corporation and Anna Economic Development Corporation Meeting Minutes

Thursday, April 4, 2024, at 6:00 pm
Anna Municipal Complex, City Council Chambers
120 W. 7th Street, Anna, Texas 75409

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A video recording of the open session portions of the meeting may be viewed online at the City of Anna's website: https://www.annatexas.gov/962/AgendasMinutes

CDC and EDC Board Members Present: Bruce Norwood, Ronnie Kerr, Jody Bills, Allison Inesta, Kylee Kelley, Michelle Hawkins, and Rocio Gonzalez. **Others Present:** Bernie Parker (Interim Director of Economic Development), Salena Tittle (Interim Economic Development Analyst), Pete Cain (Council Member), Lee Miller (Council Member) and Clark McCoy (Attorney).

1. **Call to Order, Roll Call, and Establishment of Quorum.**
   The meeting was called to order by Board President Bruce Norwood at 6:00 p.m.
2. **Invocation and Pledge of Allegiance.**
   Invocation and Pledge of Allegiance was led by Bruce Norwood.
3. **Neighbor Comments.**
   None.

4. **Consent Agenda.**
   a. Approve minutes from the March 7, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
   b. Approve minutes from the March 7, 2024, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

Bruce Norwood made a motion on behalf of the CDC and EDC to approve the consent agenda. Jody Bills seconded the motion. All were in favor. Motion passed.

5. **Individual Consideration.**

a. Consider/Discuss/Action on authorizing an incidental sign to be placed on the EDC building located at 101 S. Powell Parkway, Anna, Texas and authorizing City of Anna Interim Director of Economic Development to take all steps necessary to acquire and place the sign including entering into an agreement on behalf of the EDC providing for placement of said sign with the EDC acquiring ownership of said sign at a price not to exceed ten dollars and zero cents ($10.00).

Salena Tittle provided a brief presentation to the Board describing the tenants request for placement of an incidental sign (object of a horse) on top of the EDC owned building.

Michelle Hawkins asked if the EDC truly wanted ownership of the horse.

Bernie Parker advised the Board that this was a topic of discussion amongst staff and the decision was made due to the horse having to be placed on the EDC insurance should anything happen and to also keep a piece of Anna history in Anna's Downtown should the tenant choose to leave at a later time.

Rocio Gonzalez made a motion on behalf of the CDC and EDC to approve individual consideration item 5a. Jody Bills seconded the motion. All were in favor. Motion passed.

b. Consider/Discuss/Action on authorizing the City of Anna Interim Director of Economic Development to support the current tenant's placement of a food truck in front of the EDC building located at 101 S. Powell Parkway, Anna, Texas, said building being leased to said tenant and to take all necessary steps to provide for such placement including without limitation executing on the EDC's behalf necessary applications for governmental approval, if any.

Salena Tittle provided a brief presentation to the Board describing the tenants request to move the approved current location of the food truck (rear of EDC building) to the front southern portion of the EDC owned building.

Jody Bills made a motion on behalf of the CDC and EDC to approve individual consideration item 5b. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

c. Consider/Discuss/Action on a recommendation to cancel the May 2, 2024, CDC/EDC Joint Board Meeting.

Bernie Parker reminded the Board, per previous discussions, that he would be out of the office the week the May 2nd meeting was to be held due to previously scheduled training. Mr. Parker advised the staff's recommendation to cancel the May 2nd meeting.

Kylee Kelley made a motion on behalf of the CDC and EDC to approve individual consideration item 5c. Jody Bills seconded the motion. All were in favor. Motion passed.

d. Consider/Discuss/Action on a recommendation to conduct the May CDC/EDC Joint Board Meeting on May 9, 2024, at 6:00 p.m. in Council Chambers of the Municipal Complex located at 120 W. 7th Street.

Bernie Parker advised the Board that due to the May 2nd meeting being cancelled, staff recommends holding the May joint meeting on May 9th.

Kylee Kelley made a motion on behalf of the CDC and EDC to approve individual consideration item 5d. Jody Bills seconded the motion. All were in favor. Motion passed.

6. **Director's Report.**

a. Strategic Plan Update

Bernie Parker advised the Board that he had the privilege to speak at the Greater Anna Chamber of Commerce Leadership Program and share with neighbors the responsibilities of Economic Development and the role it plays locally, regionally, and statewide.

Bernie also wanted to thank Board President, Bruce Norwood, and Vice-President, Jody Bills, for spending an afternoon with EDC staff to review all Downtown SOQ packages and help make a recommendation on which company we should proceed forward with in regard to the EDC's vision for the Interurban Pedestrian Only Plan and the Downtown Small Area Plan.

Mr. Parker made mention that City staff as well as EDC staff met with Anna ISD to discuss a new job shadowing program for Anna ISD teachers. This is a grant program which allows teachers this summer to shadow city staff and participate in work programs in order to learn some hands-on training to take back to their students for certain work program certifications.

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b. Financial Report/Sales Tax Update

Bernie Parker explained to the Board that Sales Tax numbers had not been published yet but that staff would have an update for the Board at the May meeting.

c. Downtown RFQ Update

Bernie Parker advised that staff will be providing the Board with the Toole Design - Scope of Work & Fee Proposal at the May meeting. Toole Design is the company that was selected by staff as well as the Board President and Vice President to proceed forward in the process of assisting the EDC with the desired downtown area plans.

d. Upcoming Events

Bernie Parker advised that Monday, April 15th is the Greater Anna Chamber of Commerce Golf Tournament. Wednesday, April 17th, the EDC staff will be in Dallas for the Bisnow Healthcare Real Estate Event. Thursday, April 18th is the Dallas Business Journal Best Real Estate Delas Awards at the Ritz Carlton in Dallas. Saturday, June 1st is the Boards & Commission Orientation in Council Chambers. Friday, June 14th, the Texas Workforce Commission's Mobile Unit will be in the parking lot of the Municipal Complex.

7. **Closed Session.**

a. Deliberate regarding the purchase, exchange, lease or value of real property. (Tex. Gov't Code §551.072) possible property acquisition; possible land sale/purchase.

b. Consult with legal counsel 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); Grant program; Lease agreement and professional services contract. Pending Contracts.

c. Discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the Board of Directors has received from a business prospect that the Board of Directors seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the Board 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); potential retail and medical projects.

Officers:
Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:
Bernie Parker, Interim Director of Economic Development
Salena Tittle, Interim Economic Development Analyst

Ronnie Kerr made a motion to enter closed session. Michelle Hawkins seconded the motion. All were in favor. Motion passed. EDC/CDC Board entered closed session at 6:19 p.m.

8. **Reconvene into open session and take any action on closed session items.**

Jody Bills made a motion that the Board reconvene the EDC/CDC meeting back into open session. Ronnie Kerr seconded the motion. All were in favor. Motion passed. The CDC/EDC Board reconvened the meeting at 6:35 p.m.

Bruce Norwood advised that there is no action needed to be taken regarding closed session items.

9. **Receive reports from staff or Board Members about items of community interest.**

Bernie Parker pointed out some of the new EDC swag that was given to each Board Member before the start of the meeting.

Bruce Norwood mentioned the Anna Fire vs. the Anna Police Softball Game which will take place at the Anna High School Softball Fields the following night, Friday, April 5th.

10. **Adjourn.**

Bruce Norwood made a motion to adjourn the meeting at 6:38 p.m. Ronnie Kerr seconded the motion. All were in favor. Motion passed.

APPROVED:

_____

Bruce Norwood

President of CDC/EDC

ATTESTED:

_____

Rocio Gonzalez

Secretary of CDC/EDC

Item No. 5.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Individual Consideration.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 5.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:

Hold a Public Hearing and Consider/Discuss/Action on a Resolution approving an agreement with Silversand Services and authorizing the expenditure of funds for lawn care of the downtown CDC-owned properties. (CDC)

SUMMARY:

The request is to allow the CDC Board President to execute an agreement for contract services with Sliversand Services for bi-weekly lawn care of the downtown CDC-owned properties for an amount not to exceed $4,000.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution to enter into an agreement with Silversand Services and for the expenditure of funds not to exceed $4,000 for lawn care of the downtown CDC-owned properties.

ATTACHMENTS:

1. CDC Contract Services Resolution 2024 Silversand Services
2. CDC Lawn Service Quote

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION APPROVING AND AUTHORIZING AN AGREEMENT AND THE EXPENDITURE OF FUNDS FOR CONTRACT SERVICE PURPOSES

WHEREAS, the Anna Community Development Corporation (the "CDC") wishes to expend funds for contract service purposes for lawn care for the downtown CDC-owned properties; and

WHEREAS, the Board of Directors finds that this project and expenditure to promote new or expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. **Recitals Incorporated**

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. **Approval of Funding**

The CDC hereby authorizes the Board President to execute an agreement for lawn care services of the downtown CDC-owned properties and to charge the CDC's agreement services line item in an amount not to exceed $4,000 for the remainder of the Fiscal Year 2023-2024 for contract services for community and economic development purposes.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED: ATTEST:

_____ _____

Bruce Norwood, CDC President Rocio Gonzalez, CDC Secretary

870 NORTH PRESTON ROAD
CELINA, TX 75009
972-335-9446
NCHAPPELL@SILVERSANDSERVICES.COM
SILVERSANDSERVICES.COM

CITY OF ANNA
EDC OWNED PROPERTIES
213 W. 7TH STREET
123 W. 8TH STREET
607 S. INTERURBAN
ANNA, TX 75409
214-250-6911
STITTLE@ANNATEXAS.GOV

Yearly Program Includes:	**Number of visits per year**
Number of Turf Maintenance per year	22

Yearly Maintenance Schedule:

January:	Once Monthly
February:	Once Monthly
March:	Twice Monthly
April – October:	Twice Monthly
November:	Twice Monthly
December:	Once Monthly

$407 per MONTH FOR 12 MONTHS

Silver Sands Representative

_____

Date_____

Mr. & Mrs.

_____

Date_____

OFFICE USE ONLY

SERVICE START DATE: _____
SERVICE DAY AND CREW: _____

Item No. 5.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:

Consider/Discuss/Action on a Resolution approving an agreement with Toole Design and authorizing the expenditure of funds for the Interurban Pedestrian Corridor Project and Downtown Plan Consulting. (CDC)

SUMMARY:

The request is to allow the CDC Board President to execute an agreement for contract services with Toole Design for the scope of work and implementation of the Interurban Pedestrian Corridor Project and Downtown Plan Consulting (Small Area Plan) for an amount not to exceed $225,000.

Toole Design has provided a document that lists the scope of work and the fee associated with each plan, and it is attached to this staff report for the Board's reference. The purpose of this agreement is to create and design a pedestrian-only thoroughfare on S. Interurban Street between W. 4th Street and West 5th Street connecting to the new Municipal Plaza. Secondly, it is to design a small downtown area plan for the S. Interurban Street, S. Powell Parkway, W. 7th Street, and W. White Street corridor. Completing these two plans will allow the EDC staff to create a true, unique downtown atmosphere for the City of Anna.

STAFF RECOMMENDATION:

Staff recommends approval of the Resolution to enter into an agreement with Toole Design and for the expenditure of funds not to exceed $225,000 for the Interurban Pedestrian Corridor Project and Downtown Plan Consulting.

ATTACHMENTS:

1. CDC Contract Services Resolution 2024 Toole Design
2. Toole - Proposed Scope and Fee

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION APPROVING AND AUTHORIZING AN AGREEMENT AND THE EXPENDITURE OF FUNDS FOR INTERURBAN PEDESTRIAN CORRIDOR PROJECT AND DOWNTOWN PLAN CONSULTING PURPOSES

WHEREAS, the Anna Community Development Corporation (the "CDC") wishes to expend funds for Interurban Pedestrian Corridor Project and Downtown Consulting purposes for design and implementation contract services; and

WHEREAS, the Board of Directors finds that this project and expenditure to promote new or expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. **Recitals Incorporated**

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. **Approval of Funding**

The CDC hereby authorizes the Board President to execute an agreement for contract services for the Interurban Pedestrian Corridor Project and for Downtown Plan Consulting and to charge the CDC's agreement services line item in an amount not to exceed $225,000 for contract services for community and economic development purposes.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED:	ATTEST:
_____	_____
Bruce Norwood, CDC President	Rocio Gonzalez, CDC Secretary

TOOLE DESIGN

6705 WEST HIGHWAY 290
SUITE 607, PMB 1035
AUSTIN, TX 78735

737.276.3188
TOOLEDESIGN.COM

SCOPE AND FEE
CONCEPT DESIGN AND SMALL AREA PLAN
CITY OF ANNA, TX

APPROACH

Based on feedback from the City of Anna, Toole Design has revised our approach for the Interurban Pedestrian Thoroughfare and the Small Area Plan. At the City's request, we have separated these efforts into different phases. The revised scope clarifies the deliverables associated with each phase of work.

INTERURBAN PEDESTRIAN THOROUGHFARE – CONCEPT DESIGN

PHASE 1: ANALYZE + ENVISION

TASK 1.1: SITE INVENTORY AND ANALYSIS

The concept design for Interurban Street must be informed by a clear understanding of current physical conditions, previous plans (particularly the Downtown Master Plan), existing policies and design guidance, and valuable input from the community.

Project Kickoff and Background Analysis

The project will kickoff with an in-person start-up meeting hosted by the City, which Toole Design will attend. This meeting will be used to confirm scope and schedule, discuss project sensitivities, and determine additional background information needed. Following this meeting, we will conduct a walking audit of Interurban Street and its surrounding context. This tour will help to identify and discuss specific on-the-ground realities and brainstorm opportunities. It will also help inform our team of the opportunities and challenges in the area.

TASK 1.2: IDENTIFY PRECEDENTS AND BEST PRACTICES

As part of our initial phases of the design process, Toole Design will develop an exhibit that showcases pedestrian-only street precedents and best practices that are applicable to Interurban Street and downtown Anna. The intent of this task is to amass excellent examples that can potentially serve as information and inspiration for a context-sensitive design solution for Interurban Street. The exhibit will feature precedent examples that relate to the street's program, allocation of space, aesthetic treatment, and transitions. The exhibit will be in 11x17 format and will present relevant information and precedents in both visual and written form. Toole Design has had the great opportunity to design a number of streets that are similar in scale and desired function for Interurban Street, so our team is well-versed in functional pedestrian-only or festival streets, how to handle street transitions to more typical street configurations, and what works well in terms of streetscape amenities and management.

Phase 1 Deliverables and Meetings

- One (1) in-person project kickoff meeting and walking tour
- One (1) 11x17 exhibit showing pedestrian-only street precedents and best practices

PHASE 2: DESIGN

Building upon a keen understanding of Interurban Street's context—including influencing conditions, policies and community needs—will be critical to developing a design aesthetic and construction documents to move the effort forward.

TASK 2.1 DESIGN CHARRETTE

This multiday event will create space for stakeholders to influence design in real-time. Stakeholders and the public will have opportunities to shape the concept plans for the Interurban Pedestrian Thoroughfare. We will partner with City staff to determine specific charrette activities, which we suggest include a combination of open and closed studio sessions along with at least one public open house event.

Design Charrette Schedule:

Discovery/Site Visit | Day 1

The Toole Design Team will arrive early on Day 1 and set up the workspace at the venue. Toole Design will meet with City to recap what happened in Phase 1, discuss any changes that may have occurred, and review the schedule for the week. The remainder of the day, the Toole Design Team will work at the venue.

Development of Alternatives | Days 2 and 3

The Toole Design Team will create a series of conceptual alternatives for Interurban Street that will include typical cross sections and sample plan-view drawings defining the public realm. The alternatives will include the identification of character zones and/or programming, a palette of potential materials, and treatments for transitioning to adjacent streets. These products may be both hand-drawn and computer aided to convey the look and feel of each alternative. The drawings will assist stakeholders in discussing the trade-offs and priorities. On the evening of Day 3, we will host a pin-up for the PMT and City to review the alternatives and provide any additional insight.

Alternative Refinement | Day 4

The conceptual alternatives for Interurban Street will be analyzed for strengths and weaknesses. The team will compare the alternatives to determine the best options given the various factors which will influence the project: vision, goals, safety, operations, network connectivity, urban design, right-of-way, and constructability. In the evening of Day 4, a public meeting will be held to present the alternatives. This feedback will help advance the preferred concept plan for Interurban Street.

Phase 2 Deliverables and Meetings

- A four-day design charrette, which will include the following:
    - A minimum of two (2) hand-drawn conceptual alternatives of Interurban Street
    - Typical cross sections and sample plan-view drawings for each alternative
    - Process sketches that illustrate how design decisions are made
    - A draft materials palette
    - One (1) meeting with the PMT and the City to review alternatives and provide feedback
    - One (1) meeting with the public to present alternatives and select a preferred concept

PHASE 3: DOCUMENT

TASK 3.1: 10% CONSTRUCTION DOCUMENTS

Following the Charrette, our team will begin production of the preferred alternative into a formalized concept design for Interurban Street. These plans, which will be produced with CADD software, will include preliminary

roadway geometry, pavement marking and signing (if it is deemed necessary), and will identify opportunities for green infrastructure, public art, and streetscape elements. In addition to the plan layout, the recommended conceptual typical cross-sections will be prepared for inclusion with the conceptual plan. These cross-sections will include typical existing conditions and typical proposed conditions. These concept plans will be developed to approximately 10% completion.

Our team will also prepare planning-level cost estimates for the conceptual layout for Interurban Street. The estimates will use typical unit pricing for various elements and contingency.

Phase 3 Deliverables and Meetings

- 10% Construction Documents in PDF format. Anticipated sheets include:
  - Title Sheet
  - Legends, Abbreviations, and General Notes
  - Typical Sections
  - Summary of Quantities
  - Existing Conditions/Survey Control
  - Site Preparation/Demolition Plan
  - Construction Plan
  - Civil and Transportation Details
  - Intersection and Curb Ramp Enlargements
  - Pavement Marking and Signage Plans
  - Landscape/Hardscape Plans
  - Landscape/Hardscape Details and Schedule
- Planning-level Opinion of Probable Construction Cost

PHASE 4: SMALL AREA PLAN

TASK 4.1 EXISTING CONDITIONS ASSESSMENT

The small area plan effort will begin with an in-person meeting hosted by the City, which Toole Design will attend. This meeting will be used to confirm scope and schedule, discuss project sensitivities, and determine additional background information needed. During this 2-day visit to Anna, Toole Design will also complete an initial public realm assessment. We will tour and field-verify the small area plan study area, identify amenities, document land uses and potential developable parcels, and generally familiarize ourselves with the physical characteristics of the streets.

Plan and Policy Review

Existing plans, policies, and regulations that influence the Plan will be reviewed. Anna already has several visionary planning documents for Downtown. Beyond summarizing the contents of each document, this task will include discussion with staff to understand barriers to implementing previous plans as well as the practical value of key documents in influencing public investment and private development as it relates to streetscapes in and around the study area.

Existing Conditions Basemap

Toole Design will produce an existing conditions basemap of the study area. This map will serve as the basis for developing a series of diagrams showing the relationship between existing characteristics such as the overall transportation network, major destinations, and land use patterns. The basemap will be developed to a sufficient

level of detail to facilitate development of street cross-sections, any site-specific conceptual designs, and cost estimates created in subsequent tasks.

TASK 4.2 DRAFT URBAN DESIGN STRATEGY

Based on the Toole Design will develop a preliminary Urban Design Strategy for Downtown. The Strategy will consist of two parts – 1) a Small Area Plan outline and 2) a Materials Guide and will contain aesthetic treatments that can be applied elsewhere in Anna, should the City choose to do so. The Urban Design Strategy will ensure a cohesive concept design for Downtown Anna.

Draft Small Area Plan Outline

The draft small area plan outline will illustratively identify the placemaking components that will form a cohesive vision for Downtown Anna. These components are anticipated to include, but may not be limited to, pedestrian zones, crossing treatments, pedestrian and roadway lighting, site furnishings, high-level guidance for architectural forms and building frontages, strategies for loading and delivery, outdoor dining, vegetation, parking, transit, and wayfinding. Toole Design will develop or modify standard details, as necessary, to accompany proposed streetscape components.

Materials Guide

The Materials Guide will provide guidance for application, installation, and maintenance of specific materials and products (e.g., paving materials, detectable surfaces, plant species). Congruency and departure from existing City guidelines will be clearly noted. The Materials Guide can apply to the Interurban Pedestrian Thoroughfare as well as other areas in Downtown Anna.

TASK 4.3 DRAFT AND FINAL REPORT

Toole Design will develop the Draft and Final Small Area Plan and Pedestrian Thoroughfare Concept Design based on information gathered and created in all previous tasks. The document will not exceed 25 pages in length with additional detail, as needed, provided in a supported addendum. Our team anticipates working with City staff to provide opportunity for public input on the Draft Plan before submitting the Final Plan.

We are excited about the opportunity to work with the City of Anna to develop a concept plan for Interurban Street and a small area plan that meets your community's desire to continue building a vibrant downtown. If you have any questions or comments, please contact our proposed Project Manager, Eric Childs, at 864.336.2276 x655 or echilds@tooledesign.com. Thank you for considering our team.

Sincerely,

Eric Childs, PLA, ASLA, LEED AP | Senior Landscape Architect | Associate

TOOLE DESIGN
659 Auburn Avenue, Suite 255 | Atlanta, GA 30312
echilds@tooledesign.com | 470.800.9525 x655

PROPOSED FEE

The proposed fee shown below has been developed to reflect the two primary deliverables of this project separately. The fee accounts for direct expenses, including airfare, rental vehicles, lodging, and per diem meals and incidentals.

INTERURBAN PEDESTRIAN THOROUGHFARE

PHASE 1: ANALYZE + ENVISION	$23,050
PHASE 2: DESIGN	$36,610
PHASE 3: DOCUMENT	$23,100
Subtotal	***$82,760***

SMALL AREA PLAN

PHASE 4: SMALL AREA PLAN	$50,900
Subtotal	***$50,900***

Grand Total ***$133,660***

Item No. 5.c.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Consider/Discuss/Action on a Resolution approving the dedication of permanent water line easement(s) to the City of Anna located on certain CDC-owned properties along State Highway 5. (CDC)

SUMMARY:
The City of Anna is requesting dedication of permanent water line easements on certain CDC-owned properties along State Highway 5. Currently, the city water line is located in the TXDOT right-of-way. However, as TXDOT continues to widen State Highway 5, the city is required to move the water line back from where it is currently located. Pushing the water line into three separate CDC-owned properties, requiring three separate easements. Each easement would be filed by separate instrument by the City of Anna.

In order to have continued water utility service to these properties and others within the city, it is crucial for the City of Anna to have the dedicated easements provided to them.

STAFF RECOMMENDATION:
Staff recommends approval of the Resolution approving the dedication of permanent water line easement(s) to the City of Anna located on certain CDC-owned properties along State Highway 5.

ATTACHMENTS:
1. 193 Water Line Easement Resolution & Exhibits
2. 194 Water Line Easement Resolution & Exhibits
3. 198 Water Line Easement Resolution & Exhibits

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION AUTHORIZING EXECUTION AND DELIVERY OF A PERMANENT WATER LINE EASEMENT TO THE CITY OF ANNA OVER, UNDER, AND ACROSS A 0.208-ACRE TRACT OF LAND

WHEREAS, the Anna Community Development Corporation (the "CDC") desires to grant to the City of Anna, Texas a permanent water line easement across a certain 0.208-acre tract of land owned by the CDC; and

WHEREAS, the CDC Board of Directors (the "Board") has determined that granting the permanent water line easement will promote new or expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. Recitals Incorporated

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. Authority to Execute Financing Agreement

The CDC hereby authorizes the Board's President to execute, on the CDC's behalf, permanent water line easement along with any associated documents necessary to grant and effectuate said easement to the City of Anna, Texas as set forth in more detail in the attached **EXHIBIT 1**, incorporated herein for all purposes. Said authority to execute and deliver said permanent water line easement is subject to approval of the form of same by the CDC's legal counsel.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED: ATTEST:

_____ _____

Bruce Norwood, CDC President Rocio Gonzalez, CDC Secretary

Exhibit 1

Notice of Confidentiality Rights: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records: your Social Security Number or your Driver's License Number.

PERMANENT WATER LINE EASEMENT

Date: Executed and effective on the date of the acknowledgment set out below.

Grantor(s): Anna Community Development Corporation

Grantor's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantee: City of Anna, Texas, a home-rule municipal corporation

Grantee's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantor's Property: The Grantor's Property is a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 0.208-acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129997, of the Official Public Records of Collin County, Texas.

Permanent Water Line Easement: The Permanent Water Line Easement (the "Easement") is 0.0270 acres of property within Grantor's Property, said 0.0270 acres being a strip of land approximately 15 feet wide. A metes and bounds legal description and depiction of the Easement is attached hereto as **Exhibit A.**

Easement Purpose: As more fully described herein, to construct water lines, together with the right of ingress and egress along, upon and across Grantor's Property and along, upon, over, under, and across Grantor's Property within the bounds of the Easement.

Consideration: The sum of ten dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by Grantor.

Grant of Easement: Grantor, for the Consideration described herein, grants, sells, and conveys to Grantee and Grantee's heirs, successors and assigns, the Easement over, under, on and across Grantor's Property for the Easement Purpose, including the right of construction, installation, reconstruction, operation, maintenance, replacement, alteration, expansion, relocation, upgrade, repair, abandonment, removal and other associated uses of the above-referenced water line(s), together with all and singular the rights and appurtenances thereto in any way belonging or necessary to fulfill the Easement Purpose, (collectively, the "Easement Rights"), to have and to hold the Easement Rights to Grantee and Grantee's heirs, successors and assigns forever. Grantor binds Grantor and Grantor's heirs, successors, and assigns to warrant and forever defend the title to the Easement and the Easement Rights in Grantee and Grantee's heirs, successors and assigns against every person whomsoever lawfully claiming or to claim the Easement or any part of the Easement Rights. Grantee shall have the right to prevent excavation within the Easement; the right to prevent construction of any and all buildings, structures or other obstructions which would endanger or interfere with the efficiency, safety, and/or convenient operation of the aforementioned water lines and associated appurtenances; and the right to trim or remove trees or shrubbery within, but not limited to, said Easement, to the extent as may be necessary to prevent possible interference with the operation of said lines or their appurtenances, or to remove possible hazard thereto. Grantor recognizes that the general course of said lines and appurtenances to be constructed, or the metes and bounds as described herein, is based on preliminary survey(s) only, and Grantor hereby agrees that this Easement and its general dimensions hereby granted shall apply to the actual location of said lines and appurtenances.

Duration of Easement: The duration of the Easement is perpetual, until all of said facilities shall be abandoned. If abandoned, said Easement shall cease and all rights herein granted shall terminate and revert to Grantor or Grantor's heirs, successors or assigns.

Character of Easement: The Easement is appurtenant to and runs with the title to Grantor's Property, whether or not the Easement is referenced or described in any conveyance of all or such portion of Grantor's Property.

Binding Effect: This Easement binds and inures to the benefit of the parties and their respective heirs, successors, and permitted assigns.

GRANTOR: ANNA COMMUNITY DEVELOPMENT CORPORATION

By: _____
Bruce Norwood, its President

ACKNOWLEDGMENT

THE STATE OF TEXAS §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the 9th day of May 2024, by BRUCE NORWOOD, in his capacity as President of the Anna Community Development Corporation, a Texas tybe b development corporation, who states under oath that he has the authority to execute this document on behalf of said corporation.

_____
Notary Public, State of Texas

EXHIBIT "A"

FIELD NOTE DESCRIPTION
15-FOOT PERMANENT WATER LINE EASEMENT
CITY OF ANNA, TEXAS

Being a 15-foot wide Permanent Water Line Easement, and being under, over and across a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 0.208 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129997, of the Official Public Records of Collin County, Texas (OPRCCT), said 15-foot wide Permanent Water Line Easement being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod with cap stamped "GEER 4117" (Controlling Monument (CM)) found on the common northwest corner of said 0.208 acre Anna Community Development tract, and the southwest corner of a called 1.983 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129993, OPRCCT, and also being on the easterly right-of-way line of State Highway 5 (Powell Parkway)(variable width right-of-way), from which a 5/8 inch iron with pink TxDOT cap (CM) found on the common easterly right-of-way line of said State Highway 5, and the westerly line of said 1.983 acre Anna Community Development tract, bears N 04°08'34"E, a distance of 28.44 feet;

THENCE, S 89°11'59" E, departing the easterly right-of-way line of said State Highway 5, and being along the common northerly line of said 0.208 acre Anna Community Development tract, and northernmost southerly line of said 1.983 acre Anna Community Development tract, a distance of 15.03 feet to a point for corner;

THENCE, S 04°08'34" W, departing the aforementioned common line, and being across said 0.208 acre a distance of 78.39 feet to a point for corner on the common southerly line of said 0.208 Anna Community Development tract, and the northerly line of a called 0.66 acre tract of land conveyed to Faizur Rahman, by deed recorded in Instrument Number 2023000119864, OPRCCT, from which a 1/2 inch iron rod (CM) found on the southeasterly corner of said 0.208 acre Anna Community Development tract, bears S 89° 10'16"E, a distance of 100.94 feet;

THENCE, N 89°10'34" W, along the common southerly line of said 0.208 acre Anna Community Development tract, and the northerly line of said Rahman tract, a distance of 15.03 feet to a point for corner on the common southwesterly corner of said 0.208 acre Anna Community Development tract, and the northwesterly corner of said Rahman tract, and also being on the easterly right-of-way line of said State Highway 5;

EXHIBIT "A"

THENCE, N 04°08'34"E, along the common westerly line of said 0.208 acre Anna Community Development tract, and the easterly right-of-way line of said State Highway 5, a distance of 78.38 feet to the POINT OF BEGINNING, said 15-foot wide Permanent Water Line Easement containing 0.0270 acre (1,176 square feet) of land, more or less.

Notes:

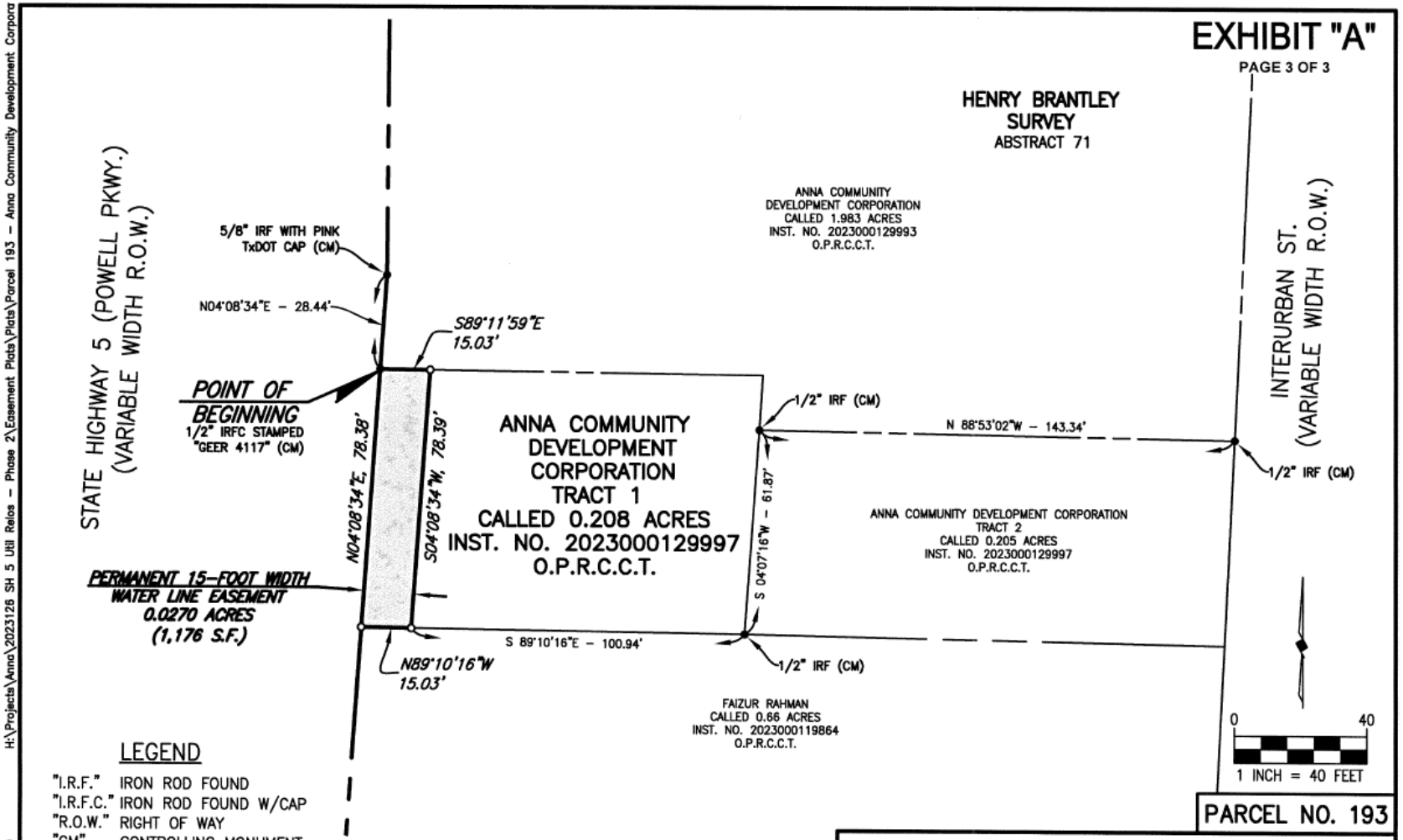
1. Bearings and Distances are based on the Texas State Plane Coordinate System, NAD-83, Texas North Central Zone 4202.
2. Field surveys concluded on 04/10/2024.
3. A graphic exhibit of even date herewith accompanies this field note description.

Chase Crawford. R.P.L.S.
Texas Registration No. 6913

Birkhoff, Hendricks & Carter, L.L.P.
TBPELS Firm No. 10031800
11910 Greenville Avenue, Suite 600
Dallas, Texas 75243
Phone 214-361-7900

EXHIBIT "A"

PAGE 3 OF 3



LEGEND

"I.R.F."	IRON ROD FOUND
"I.R.F.C."	IRON ROD FOUND W/CAP
"R.O.W."	RIGHT OF WAY
"CM"	CONTROLLING MONUMENT

NOTES:
1. BEARINGS AND DISTANCES CITED IN THIS PLAT DESCRIPTION ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD-83, TEXAS NORTH CENTRAL ZONE 4202.
2. FIELD SURVEYS CONCLUDED ON 04/10/2024.
3. A FIELD NOTE DESCRIPTION OF EVEN DATE HEREWITH ACCOMPANIES THIS EXHIBIT.

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

CHASE CRAWFORD, R.P.L.S.
TEXAS REGISTRATION NO. 6913
DATE: April 2024

PARCEL NO. 193

CITY OF ANNA, TEXAS

ANNA COMMUNITY DEVELOPMENT CORPORATION

15' PERMANENT WATER LINE EASEMENT

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
TBPELS PE Firm 526; Survey Firm 10031800
11910 Greenville Ave., Suite 600 Dallas, Texas 75243 (214) 361-7900

April 2024

H:\Projects\Anna\2023126 SH 5 Util Relos - Phase 2\Easement Plats\Plats\Parcel 193 - Anna Community Development Corpora

REVISED: 4/15/24 - CCRAWFORD

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION AUTHORIZING EXECUTION AND DELIVERY OF A PERMANENT WATER LINE EASEMENT TO THE CITY OF ANNA OVER, UNDER, AND ACROSS A 1.983-ACRE TRACT OF LAND

WHEREAS, the Anna Community Development Corporation (the "CDC") desires to grant to the City of Anna, Texas a permanent water line easement across a certain 1.983-acre tract of land owned by the CDC; and

WHEREAS, the CDC Board of Directors (the "Board") has determined that granting the permanent water line easement will promote new or expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. Recitals Incorporated

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. Authority to Execute Financing Agreement

The CDC hereby authorizes the Board's President to execute, on the CDC's behalf, permanent water line easement along with any associated documents necessary to grant and effectuate said easement to the City of Anna, Texas as set forth in more detail in the attached **EXHIBIT 1**, incorporated herein for all purposes. Said authority to execute and deliver said permanent water line easement is subject to approval of the form of same by the CDC's legal counsel.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED: ATTEST:

_____ _____

Bruce Norwood, CDC President Rocio Gonzalez, CDC Secretary

Exhibit 1

Notice of Confidentiality Rights: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records: your Social Security Number or your Driver's License Number.

PERMANENT WATER LINE EASEMENT

Date: Executed and effective on the date of the acknowledgment set out below.

Grantor(s): Anna Community Development Corporation

Grantor's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantee: City of Anna, Texas, a home-rule municipal corporation

Grantee's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantor's Property: The Grantor's Property is a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 1.983 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129993, of the Official Public Records of Collin County, Texas.

Permanent Water Line Easement: The Permanent Water Line Easement (the "Easement") is 0.0692 acres of property within Grantor's Property, said 0.0692 acres being a strip of land approximately 15 feet wide. A metes and bounds legal description and depiction of the Easement is attached hereto as **Exhibit A.**

Easement Purpose: As more fully described herein, to construct water lines, together with the right of ingress and egress along, upon and across Grantor's Property and along, upon, over, under, and across Grantor's Property within the bounds of the Easement.

Consideration: The sum of ten dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by Grantor.

Grant of Easement: Grantor, for the Consideration described herein, grants, sells, and conveys to Grantee and Grantee's heirs, successors and assigns, the Easement over, under, on and across Grantor's Property for the Easement Purpose, including the right of construction, installation, reconstruction, operation, maintenance, replacement, alteration, expansion, relocation, upgrade, repair, abandonment, removal and other associated uses of the above-referenced water line(s), together with all and singular the rights and appurtenances thereto in any way belonging or necessary to fulfill the Easement Purpose, (collectively, the "Easement Rights"), to have and to hold the Easement Rights to Grantee and Grantee's heirs, successors and assigns forever. Grantor binds Grantor and Grantor's heirs, successors, and assigns to warrant and forever defend the title to the Easement and the Easement Rights in Grantee and Grantee's heirs, successors and assigns against every person whomsoever lawfully claiming or to claim the Easement or any part of the Easement Rights. Grantee shall have the right to prevent excavation within the Easement; the right to prevent construction of any and all buildings, structures or other obstructions which would endanger or interfere with the efficiency, safety, and/or convenient operation of the aforementioned water lines and associated appurtenances; and the right to trim or remove trees or shrubbery within, but not limited to, said Easement, to the extent as may be necessary to prevent possible interference with the operation of said lines or their appurtenances, or to remove possible hazard thereto. Grantor recognizes that the general course of said lines and appurtenances to be constructed, or the metes and bounds as described herein, is based on preliminary survey(s) only, and Grantor hereby agrees that this Easement and its general dimensions hereby granted shall apply to the actual location of said lines and appurtenances.

Duration of Easement: The duration of the Easement is perpetual, until all of said facilities shall be abandoned. If abandoned, said Easement shall cease and all rights herein granted shall terminate and revert to Grantor or Grantor's heirs, successors or assigns.

Character of Easement: The Easement is appurtenant to and runs with the title to Grantor's Property, whether or not the Easement is referenced or described in any conveyance of all or such portion of Grantor's Property.

Binding Effect: This Easement binds and inures to the benefit of the parties and their respective heirs, successors, and permitted assigns.

GRANTOR: ANNA COMMUNITY DEVELOPMENT CORPORATION

By: _____
Bruce Norwood, its President

ACKNOWLEDGMENT

THE STATE OF TEXAS §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the 9th day of May 2024, by BRUCE NORWOOD, in his capacity as President of the Anna Community Development Corporation, a Texas tybe b development corporation, who states under oath that he has the authority to execute this document on behalf of said corporation.

_____
Notary Public, State of Texas

EXHIBIT "A"

FIELD NOTE DESCRIPTION
15-FOOT PERMANENT WATER LINE EASEMENT
CITY OF ANNA, TEXAS

Being a 15-foot wide Permanent Water Line Easement, and being under, over and across a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 1.983 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129993, of the Official Public Records of Collin County, Texas (OPRCCT), said 15-foot wide Permanent Water Line Easement being more particularly described as follows:

BEGINNING at a 5/8 inch iron rod with cap stamped "NTS" (Controlling Monument (CM)) found on the southernmost northwest corner of said 1.983 acre Anna Community Development tract, and the southwest corner of a called 0.427 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129994, OPRCCT, and also being on the easterly right-of-way line of State Highway 5 (Powell Parkway)(variable width right-of-way);

THENCE, S 88°52'33" E, departing the easterly right-of-way line of said State Highway 5, and being along the common southernmost northerly line of said 1.983 acre Anna Community Development tract, and the southerly line of said 0.427 acre Anna Community Development tract, a distance of 15.02 feet to a point for corner from which a 1/2 inch iron rod (CM) found on the common inner ell corner of said 1.983 acre Anna Community Development tract, and the southeast corner of said 0.427 acre Anna Community Development tract, bears S 88°52'33" E, a distance of 103.91 feet;

THENCE, departing the common southernmost northerly line of said 1.983 acre Anna Community Development tract, and the southerly line of said 0.427 acre Anna Community Development tract, and being across said 1.983 acre Anna Community Development tract the following four (4) bearings and distances:

1) S 03°45'37"W, a distance of 11.32 feet to a point for corner;

2) S 05°03'55"E, a distance of 67.11 feet to a point for corner;

3) S 00°34'59"W, a distance of 94.38 feet to a point for corner;

4) S 04°08'34"W, a distance of 28.04 feet to a point for corner on the common northernmost southerly line of said 1.983 acre Anna Community Development tract and the north line of a called 0.208 acre tract (Tract 1) of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129997, OPRCCT;

THENCE, N 89°11'59" W, along the aforementioned common line, a distance of 15.03 feet to a 1/2 inch iron rod with cap stamped "GEER 4117" (CM) found on the common southwest corner of said 1.983 acre Anna Community Development tract and the northwest corner of said 0.208 acre Anna Community Development tract, and also being on the easterly right-of-way line of said State Highway 5;

THENCE, along the common westerly line of said 1.983 acre Anna Community Development tract, and the easterly right-of-way line of said State Highway 5, the following four (4) bearings and distances:

1) N 04°08'34"E, a distance of 28.45 feet to a 5/8 inch iron rod with pink TxDOT cap found (CM);

2) N 00°34'59"E, a distance of 93.17 feet to a 5/8 inch iron rod with pink TxDOT cap found (CM);

EXHIBIT "A"

3) N 05°03'55"W, a distance of 67.53 feet to a 5/8 inch iron rod with pink TxDOT cap found (CM);

4) N 03°45'37"E, a distance of 11.79 feet to the POINT OF BEGINNING, said 15-foot wide Permanent Water Line Easement containing 0.0692 acre (3,014 square feet) of land, more or less.

Notes:

1. Bearings and Distances are based on the Texas State Plane Coordinate System, NAD-83, Texas North Central Zone 4202.
2. Field surveys concluded on 04/10/2024.
3. A graphic exhibit of even date herewith accompanies this field note description.

Chase Crawford. R.P.L.S.
Texas Registration No. 6913

Birkhoff, Hendricks & Carter, L.L.P.
TBPELS Firm No. 10031800
11910 Greenville Avenue, Suite 600
Dallas, Texas 75243
Phone 214-361-7900

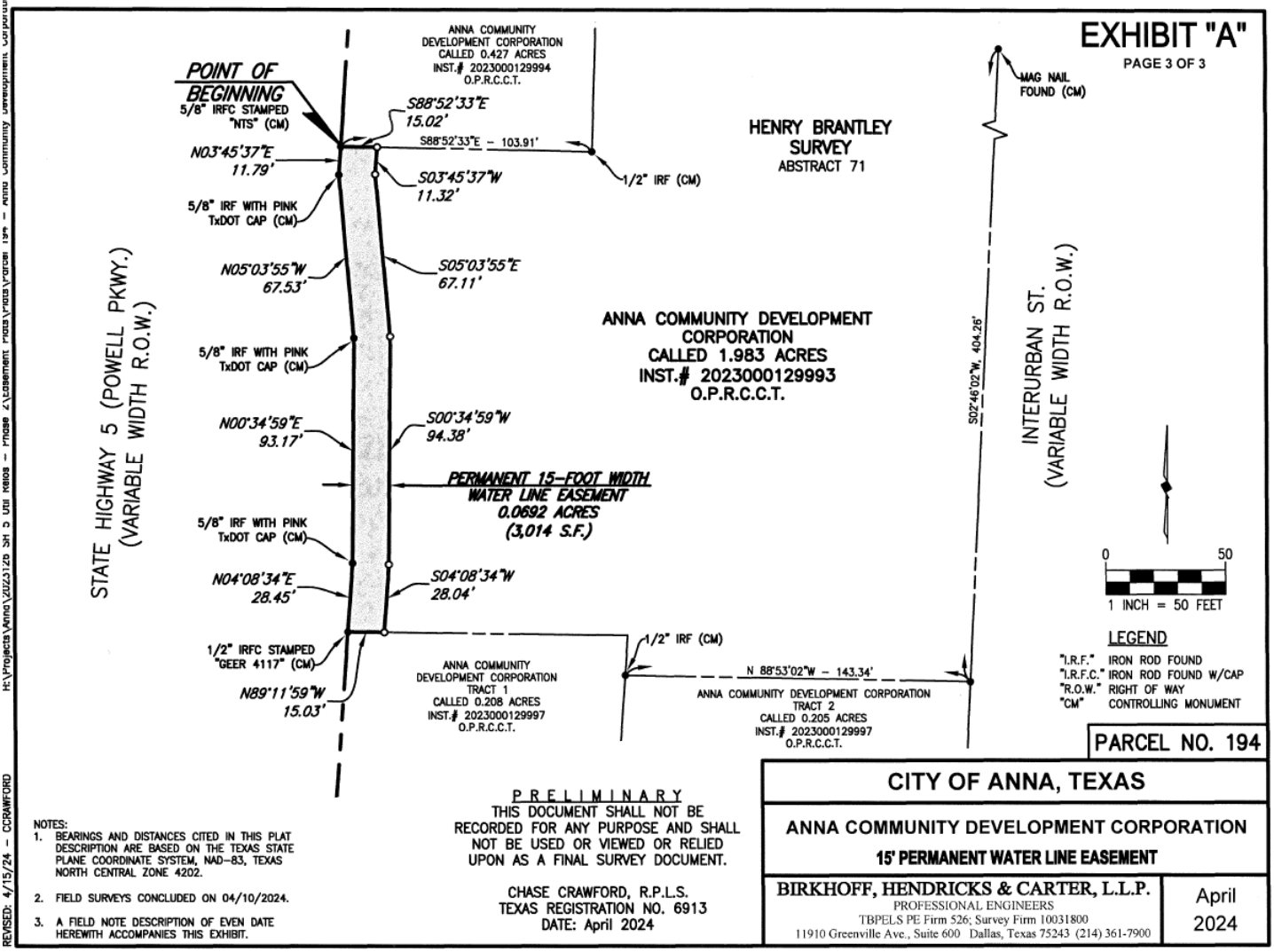


EXHIBIT "A"
PAGE 3 OF 3
POINT OF BEGINNING
5/8" IRFC STAMPED "NTS" (CM)
ANNA COMMUNITY DEVELOPMENT CORPORATION
CALLED 0.427 ACRES
INST.# 2023000129994
O.P.R.C.C.T.
S88°52'33"E
15.02'
S88°52'33"E - 103.91'
1/2" IRF (CM)
HENRY BRANTLEY SURVEY
ABSTRACT 71
MAG NAIL FOUND (CM)
N03°45'37"E
11.79'
S03°45'37"W
11.32'
5/8" IRF WITH PINK TxDOT CAP (CM)
N05°03'55"W
67.53'
S05°03'55"E
67.11'
ANNA COMMUNITY DEVELOPMENT CORPORATION
CALLED 1.983 ACRES
INST.# 2023000129993
O.P.R.C.C.T.
S02°46'02"W, 404.26'
STATE HIGHWAY 5 (POWELL PKWY.)
(VARIABLE WIDTH R.O.W.)
INTERURBAN ST.
(VARIABLE WIDTH R.O.W.)
5/8" IRF WITH PINK TxDOT CAP (CM)
N00°34'59"E
93.17'
S00°34'59"W
94.38'
PERMANENT 15-FOOT WIDTH
WATER LINE EASEMENT
0.0692 ACRES
(3,014 S.F.)
5/8" IRF WITH PINK TxDOT CAP (CM)
N04°08'34"E
28.45'
S04°08'34"W
28.04'
1/2" IRFC STAMPED "GEER 4117" (CM)
N89°11'59"W
15.03'
ANNA COMMUNITY DEVELOPMENT CORPORATION
TRACT 1
CALLED 0.208 ACRES
INST.# 2023000129997
O.P.R.C.C.T.
1/2" IRF (CM)
N 88°53'02"W - 143.34'
ANNA COMMUNITY DEVELOPMENT CORPORATION
TRACT 2
CALLED 0.205 ACRES
INST.# 2023000129997
O.P.R.C.C.T.
0
50
1 INCH = 50 FEET
LEGEND
"I.R.F." IRON ROD FOUND
"I.R.F.C." IRON ROD FOUND W/CAP
"R.O.W." RIGHT OF WAY
"CM" CONTROLLING MONUMENT
PARCEL NO. 194
CITY OF ANNA, TEXAS
ANNA COMMUNITY DEVELOPMENT CORPORATION
15' PERMANENT WATER LINE EASEMENT
BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
TBPELS PE Firm 526; Survey Firm 10031800
11910 Greenville Ave., Suite 600 Dallas, Texas 75243 (214) 361-7900
April 2024
NOTES:
1. BEARINGS AND DISTANCES CITED IN THIS PLAT DESCRIPTION ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD-83, TEXAS NORTH CENTRAL ZONE 4202.
2. FIELD SURVEYS CONCLUDED ON 04/10/2024.
3. A FIELD NOTE DESCRIPTION OF EVEN DATE HEREWITH ACCOMPANIES THIS EXHIBIT.
PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.
CHASE CRAWFORD, R.P.L.S.
TEXAS REGISTRATION NO. 6913
DATE: April 2024
REVISED: 4/15/24 - CCRAWFORD
H:\Projects\Anna\2023129 SH 5 Utilities - Phase 2\Easement Plats\Parcel 194 - Anna Community Development Corporation

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION AUTHORIZING EXECUTION AND DELIVERY OF A PERMANENT WATER LINE EASEMENT TO THE CITY OF ANNA OVER, UNDER, AND ACROSS A 0.427-ACRE TRACT OF LAND

WHEREAS, the Anna Community Development Corporation (the "CDC") desires to grant to the City of Anna, Texas a permanent water line easement across a certain 0.427-acre tract of land owned by the CDC; and

WHEREAS, the CDC Board of Directors (the "Board") has determined that granting the permanent water line easement will promote new or expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. Recitals Incorporated

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. Authority to Execute Financing Agreement

The CDC hereby authorizes the Board's President to execute, on the CDC's behalf, permanent water line easement along with any associated documents necessary to grant and effectuate said easement to the City of Anna, Texas as set forth in more detail in the attached **EXHIBIT 1**, incorporated herein for all purposes. Said authority to execute and deliver said permanent water line easement is subject to approval of the form of same by the CDC's legal counsel.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED: ATTEST:

_____ _____

Bruce Norwood, CDC President Rocio Gonzalez, CDC Secretary

Exhibit 1

Notice of Confidentiality Rights: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records: your Social Security Number or your Driver's License Number.

PERMANENT WATER LINE EASEMENT

Date: Executed and effective on the date of the acknowledgment set out below.

Grantor(s): Anna Community Development Corporation

Grantor's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantee: City of Anna, Texas, a home-rule municipal corporation

Grantee's Mailing Address:
120 W. 7th Street
Anna, Texas 75409

Grantor's Property: The Grantor's Property is a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 0.427-acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129994, of the Official Public Records of Collin County, Texas.

Permanent Water Line Easement: The Permanent Water Line Easement (the "Easement") is 0.0607 acres of property within Grantor's Property, said 0.0607 acres being a strip of land approximately 15 feet wide. A metes and bounds legal description and depiction of the Easement is attached hereto as **Exhibit A.**

Easement Purpose: As more fully described herein, to construct water lines, together with the right of ingress and egress along, upon and across Grantor's Property and along, upon, over, under, and across Grantor's Property within the bounds of the Easement.

Consideration: The sum of ten dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by Grantor.

Grant of Easement: Grantor, for the Consideration described herein, grants, sells, and conveys to Grantee and Grantee's heirs, successors and assigns, the Easement over, under, on and across Grantor's Property for the Easement Purpose, including the right of construction, installation, reconstruction, operation, maintenance, replacement, alteration, expansion, relocation, upgrade, repair, abandonment, removal and other associated uses of the above-referenced water line(s), together with all and singular the rights and appurtenances thereto in any way belonging or necessary to fulfill the Easement Purpose, (collectively, the "Easement Rights"), to have and to hold the Easement Rights to Grantee and Grantee's heirs, successors and assigns forever. Grantor binds Grantor and Grantor's heirs, successors, and assigns to warrant and forever defend the title to the Easement and the Easement Rights in Grantee and Grantee's heirs, successors and assigns against every person whomsoever lawfully claiming or to claim the Easement or any part of the Easement Rights. Grantee shall have the right to prevent excavation within the Easement; the right to prevent construction of any and all buildings, structures or other obstructions which would endanger or interfere with the efficiency, safety, and/or convenient operation of the aforementioned water lines and associated appurtenances; and the right to trim or remove trees or shrubbery within, but not limited to, said Easement, to the extent as may be necessary to prevent possible interference with the operation of said lines or their appurtenances, or to remove possible hazard thereto. Grantor recognizes that the general course of said lines and appurtenances to be constructed, or the metes and bounds as described herein, is based on preliminary survey(s) only, and Grantor hereby agrees that this Easement and its general dimensions hereby granted shall apply to the actual location of said lines and appurtenances.

Duration of Easement: The duration of the Easement is perpetual, until all of said facilities shall be abandoned. If abandoned, said Easement shall cease and all rights herein granted shall terminate and revert to Grantor or Grantor's heirs, successors or assigns.

Character of Easement: The Easement is appurtenant to and runs with the title to Grantor's Property, whether or not the Easement is referenced or described in any conveyance of all or such portion of Grantor's Property.

Binding Effect: This Easement binds and inures to the benefit of the parties and their respective heirs, successors, and permitted assigns.

GRANTOR: ANNA COMMUNITY DEVELOPMENT CORPORATION

By: _____
Bruce Norwood, its President

ACKNOWLEDGMENT

THE STATE OF TEXAS §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the 9th day of May 2024, by BRUCE NORWOOD, in his capacity as President of the Anna Community Development Corporation, a Texas tybe b development corporation, who states under oath that he has the authority to execute this document on behalf of said corporation.

_____
Notary Public, State of Texas

EXHIBIT "A"

FIELD NOTE DESCRIPTION
15-FOOT PERMANENT WATER LINE EASEMENT
CITY OF ANNA, TEXAS

Being a 15-foot wide Permanent Water Line Easement, and being under, over and across a tract of land located in the Henry Brantley Survey, Abstract 71, City of Anna, Collin County, Texas, being the same called 0.427 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129994, of the Official Public Records of Collin County, Texas (OPRCCT), said 15-foot wide Permanent Water Line Easement being more particularly described as follows:

BEGINNING at a 5/8 inch iron rod with cap stamped "NTS" (Controlling Monument (CM)) found on the common southwest corner of said 0.427 acre Anna Community Development tract, and the southernmost northwest corner of a called 1.983 acre tract of land conveyed to Anna Community Development Corporation, by deed recorded in Instrument Number 2023000129993, OPRCCT, and also being on the easterly right-of-way line of State Highway 5 (Powell Parkway)(variable width right-of-way);

THENCE, N 03°45'37" E, along the common westerly line of said 0.427 acre Anna Community Development tract, and the easterly right-of-way line of said State Highway 5, a distance of 164.66 feet to a 5/8 inch iron rod with pink TxDOT cap (CM) found on a northwesterly corner of said 0.427 acre Anna Community Development tract, and also being on the southwest corner of a corner clip;

THENCE, N 35°48'52" E, along the aforementioned common line, and along said corner clip, a distance of 25.98 feet to a 5/8 inch iron rod with cap stamped "NTS" (CM) found on the common northwest corner of said 0.427 acre Anna Community Development tract, and the northeast corner of said corner clip, and also being at the intersection of the easterly right-of-way line of said State Highway 5, and the southerly right-of-way line of W. 7th Street (variable width right-of-way);

THENCE, S 89°17'43" E, departing the easterly right-of-way line of said State Highway 5, and being along the common northerly line of said 0.427 acre Anna Community Development tract, and the southerly right-of-way line of said W. 7th Street, a distance of 1.21 feet to a point for corner;

THENCE, S 03°45'37" W, departing the common northerly line of said 0.427 acre Anna Community Development tract, and the southerly right-of-way line of said W. 7th Street, and being across said 0.427 acre Anna Community Development tract, a distance of 186.05 feet to a point for corner on the common southerly line of said 0.427 acre Anna Community Development tract, and the southernmost northerly line of said 1.983 acre Anna Community Development tract, from which a 1/2 inch iron rod (CM) found on the southeast corner of said 0.427 acre Anna Community Development tract, bears S 88°52'33" E, a distance of 103.91 feet;

EXHIBIT "A"

THENCE, N 88°52'33" W, along the common southerly line of said 0.427 acre Anna Community Development tract, and the southernmost northerly line of said 1.983 acre Anna Community Development tract, a distance of 15.02 feet to the POINT OF BEGINNING, said 15-foot wide Permanent Water Line Easement containing 0.0607 acre (2,643 square feet) of land, more or less.

Notes:

1. Bearings and Distances are based on the Texas State Plane Coordinate System, NAD-83, Texas North Central Zone 4202.
2. Field surveys concluded on 04/10/2024.
3. A graphic exhibit of even date herewith accompanies this field note description.

Chase Crawford. R.P.L.S.
Texas Registration No. 6913

Birkhoff, Hendricks & Carter, L.L.P.
TBPELS Firm No. 10031800
11910 Greenville Avenue, Suite 600
Dallas, Texas 75243
Phone 214-361-7900

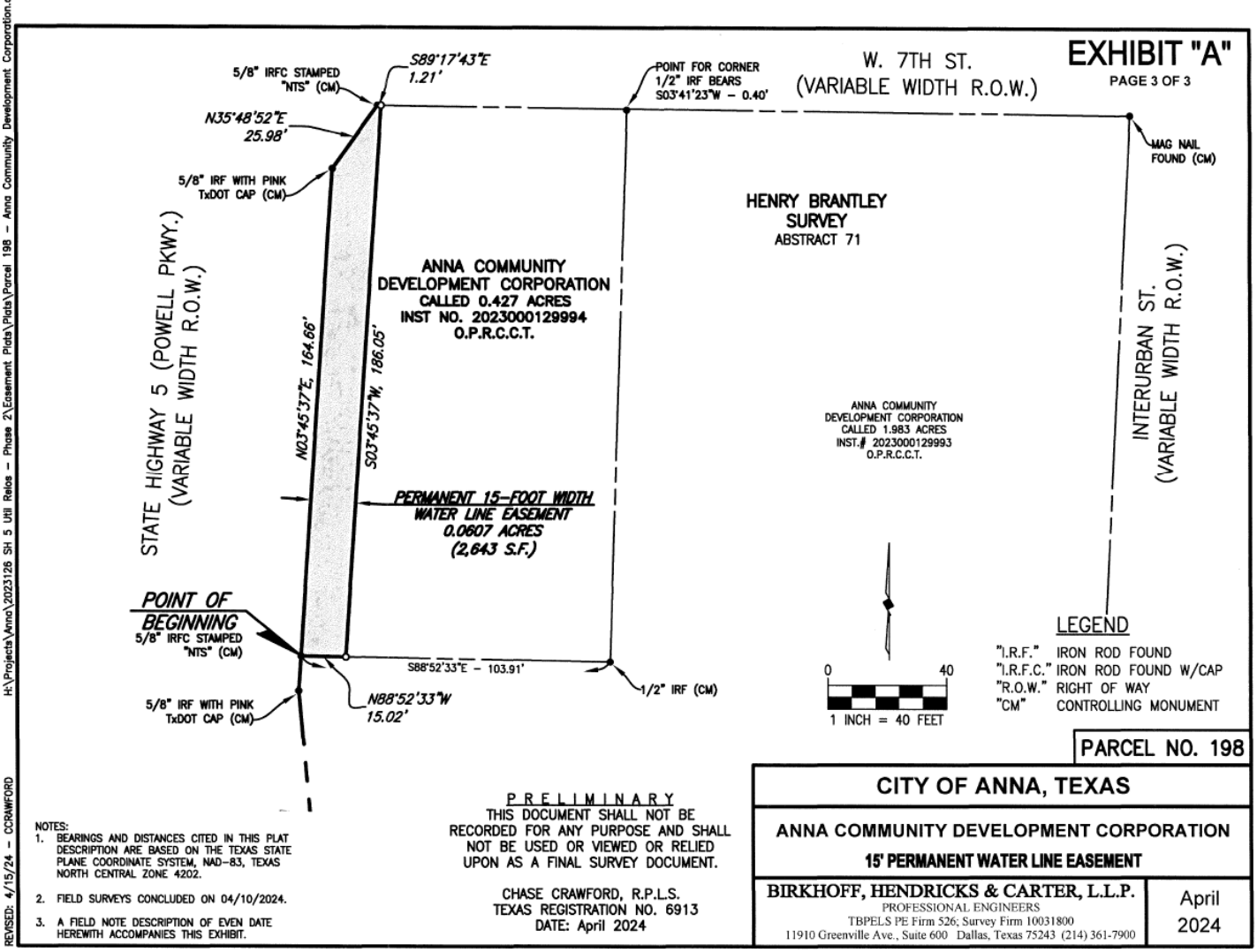


EXHIBIT "A"
PAGE 3 OF 3
W. 7TH ST.
(VARIABLE WIDTH R.O.W.)
POINT FOR CORNER
1/2" IRF BEARS
S03°41'23"W - 0.40'
MAG NAIL
FOUND (CM)
5/8" IRFC STAMPED
"NTS" (CM)
S89°17'43"E
1.21'
N35°48'52"E
25.98'
5/8" IRF WITH PINK
TxDOT CAP (CM)
HENRY BRANTLEY
SURVEY
ABSTRACT 71
ANNA COMMUNITY
DEVELOPMENT CORPORATION
CALLED 0.427 ACRES
INST NO. 2023000129994
O.P.R.C.C.T.
STATE HIGHWAY 5 (POWELL PKWY.)
(VARIABLE WIDTH R.O.W.)
N03°45'37"E, 164.66'
S03°45'37"W, 186.05'
PERMANENT 15-FOOT WIDTH
WATER LINE EASEMENT
0.0607 ACRES
(2,643 S.F.)
ANNA COMMUNITY
DEVELOPMENT CORPORATION
CALLED 1.983 ACRES
INST.# 2023000129993
O.P.R.C.C.T.
INTERURBAN ST.
(VARIABLE WIDTH R.O.W.)
POINT OF
BEGINNING
5/8" IRFC STAMPED
"NTS" (CM)
S88°52'33"E - 103.91'
1/2" IRF (CM)
5/8" IRF WITH PINK
TxDOT CAP (CM)
N88°52'33"W
15.02'
0
40
1 INCH = 40 FEET
LEGEND
"I.R.F." IRON ROD FOUND
"I.R.F.C." IRON ROD FOUND W/CAP
"R.O.W." RIGHT OF WAY
"CM" CONTROLLING MONUMENT
PARCEL NO. 198
CITY OF ANNA, TEXAS
ANNA COMMUNITY DEVELOPMENT CORPORATION
15' PERMANENT WATER LINE EASEMENT
BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
TBPELS PE Firm 526; Survey Firm 10031800
11910 Greenville Ave., Suite 600 Dallas, Texas 75243 (214) 361-7900
April
2024
NOTES:
1. BEARINGS AND DISTANCES CITED IN THIS PLAT DESCRIPTION ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD-83, TEXAS NORTH CENTRAL ZONE 4202.
2. FIELD SURVEYS CONCLUDED ON 04/10/2024.
3. A FIELD NOTE DESCRIPTION OF EVEN DATE HEREWITH ACCOMPANIES THIS EXHIBIT.
PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.
CHASE CRAWFORD, R.P.L.S.
TEXAS REGISTRATION NO. 6913
DATE: April 2024
H:\Projects\Anna\2023126 SH 5 Util Relos - Phase 2\Easement Plats\Plats\Parcel 198 - Anna Community Development Corporation.d
REVISED: 4/15/24 - CCRAWFORD

Item No. 5.d.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Consider/Discuss/Action on a Resolution approving a purchase and sale contract with leasebacks for property owned by Bengal Anna Plaza, LLC, a Texas limited liability company, and Faizur Rahman located along or near State Highway 5. (CDC)

SUMMARY:
Interim Director of Economic Development, Bernie Parker, to discuss the purchase and sale contract with leasebacks.

STAFF RECOMMENDATION:

ATTACHMENTS:
1. CDC Land Purchase & Sale Resolution 2024 - Coyote Den

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION AUTHORIZING EXECUTION OF PURCHASE AND SALE CONTRACT WITH LEASEBACKS FOR PROPERTY OWNED BY BENGAL ANNA PLAZA, LLC, A TEXAS LIMITED LIABILITY COMPANY, AND FAIZUR RAHMAN LOCATED ALONG OR NEAR STATE HIGHWAY 5; AND FURTHER AUTHORIZING THE BOARD VICE-PRESIDENT TO EXECUTE ALL DOCUMENTS RELATED TO THE PURCHASE OF REAL ESTATE ON THE CORPORATION'S BEHALF

WHEREAS, the Anna Community Development Corporation (the "CDC") is authorized under Section 505.158 of the Texas Local Government Code to purchase real estate found by the corporation's board of directors to promote new or expanded business development; and

WHEREAS, the CDC has found that the purchase of certain real estate identified herein (the "Project") will further the public interest and welfare and promote new and expanded business development;

NOW THEREFORE, BE IT RESOLVED BY THE ANNA COMMUNITY DEVELOPMENT CORPORATION, THAT:

Section 1. **Recitals Incorporated.**

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. **Authority to execute real estate documents and take all other actions necessary for the Project.**

The CDC Board of Directors authorizes: (1) the Board's President or Vice-President, as appropriate, to execute, on behalf of the CDC, subject to approval of legal form by the CDC's legal counsel, one or more purchase and sale agreements in the form of real estate contracts including provisions for leasebacks and exchange of additional property necessary to obtain ownership of all or portions of certain real estate as described in further detail in the attached **Exhibit A** together with all improvements located thereon; and (2) the Board's President, Vice-President and/or the City of Anna's Economic Development Director or their designees to take all other actions necessary to close on the purchase of said real estate and complete the Project.

PASSED AND APPROVED by the Anna Community Development Corporation this 9th day of May 2024.

APPROVED: ATTEST:

_____	_____
Jody Bills, CDC Vice-President	Rocio Gonzalez, CDC Secretary

Item No. 5.e.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Consider/Discuss/Action approving an agreement with the Dallas Business Journal for the 2025 Best Real Estate Deals Awards Presenting Sponsorship. (CDC)

SUMMARY:
The Dallas Business Journal has asked if the Anna EDC would like to continue their support as the Presenting Sponsor for the 2025 Best Real Estate Deals Awards. The Dallas Business Journal will honor the same price as was provided this year, $20,000, and it includes two tables (8 seats at each table).

EDC staff feels strongly about the working relationship that has been built with the Dallas Business Journal, particularly when it comes to this specific event. The event is truly a unique opportunity to showcase the City of Anna and all the exciting activity that is and will be taking place. It is also an opportunity to welcome groundbreaking possibilities for new developers and new projects.

STAFF RECOMMENDATION:
Staff recommends approving an agreement with the Dallas Business Journal for the 2025 Best Real Estate Deals Awards Presenting Sponsorship.

ATTACHMENTS:

Item No. 5.f.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Consider/Discuss/Action a request for the City of Anna's Fire and Police Departments to conduct departmental exercises and training on two downtown CDC-owned properties. (CDC)

SUMMARY:
The City of Anna's Fire Department and Police Department has asked for approval to conduct exercises and training on the two downtown CDC-owned properties while they remain vacant. The two vacant properties are located at 123 W. 8th Street and 607 S. Interurban Street.

STAFF RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Item No. 6.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Director's Report.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 6.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Strategic Plan Update

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:
1. April 2024 Strategic Plan Update

Economic Development Strategic Plan Highlights April 2024

- Interim Director, Bernie Parker, spoke to students at the Anna High School as a Panelist during their Lunch & Learn Event.
- EDC Staff attended the 2024 Greater Anna Chamber of Commerce Spring Golf Tournament.
- EDC Staff and the Board President attended the Bisnow Future of Dallas Healthcare Real Estate Event.
- EDC staff is assisting the Community Enhancement and Compliance Division with the Mobile Workforce Unit and Multi-Employer Hiring Event.
- EDC Staff, Board Members, and City Staff attended the Dallas Business Journal - Best Real Estate Deals Awards.
- Economic Development Analyst, Salena Tittle, attended a GIS WebTech Guru work session as an opportunity to advance the EDC's website technology.
- Interim Director, Bernie Parker earned his Certification in Economic Development from the University of Oklahoma Economic Development Institute.

Measureables

April 2024

- Real Estate Broker / Developer Meetings: 18
- Business Retention Expansion Contacts: 8
- Construction / Architectural Meetings: 5
- New Newsletter Subscribers: 6 (2,127 total)
- New LinkedIn Followers: 63 (1,445 total)

Item No. 6.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Financial Report/Sales Tax Update

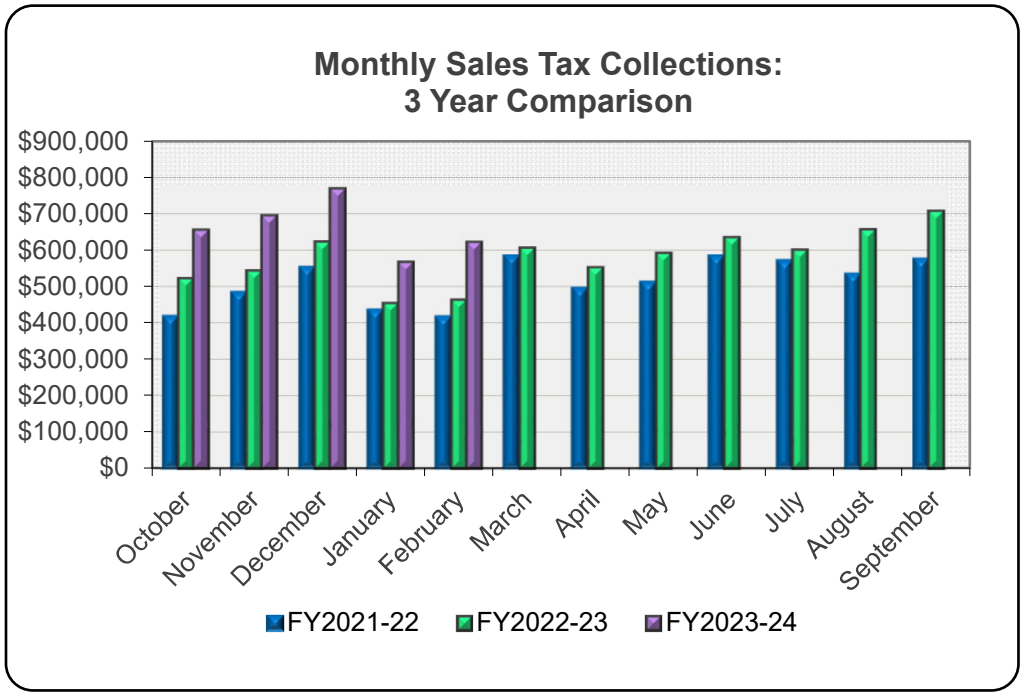
SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:
1. 2024 Monthly Sales Tax Report

CITY OF ANNA
Schedule of Sales Tax Collections
For the month February 28, 2024

	2023-24 Collections Monthly	% Change from Prior Year	2022-23 Collections Monthly
October	$ 655,358	25.5%	$ 522,386
November	695,026	28.0%	542,873
December	768,837	23.5%	622,388
January	566,981	24.8%	454,358
February	621,381	34.2%	463,016
March			605,483
April			551,653
May			591,858
June			634,824
July			600,214
August			656,241
September			707,590
	$ 3,307,583		**$ 6,952,884**
Budget:	6,753,000	49.0%	6,753,100



Item No. 6.c.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Event Updates & Upcoming Events

SUMMARY:
Event Updates:

Monday, April 15th - The Greater Anna Chamber of Commerce had their annual Golf Tournament at The Bridges Golf Club in Gunter.

Wednesday, April 17th - EDC staff attended the Bisnow Future of Dallas Healthcare Real Estate event at the Renaissance Dallas Hotel.

Thursday, April 18th - EDC staff, Board Members, and City staff attended the Dallas Business Journal Best Real Estate Deals Awards.

Upcoming Events:

Please remember that the May meeting date has been changed to May 9th.

Tuesday, May 21st - Anna High School Senior Coyote Career Fair will be taking place inside the multipurpose facility from 8:30 a.m. to 11:30 a.m. This event is to connect 50 employers with diverse career opportunities with graduating students looking to jump start their careers. There will be on the spot interviews, breakout rooms to practice interview skills, and the opportunity to receive assistance with their resumes. This event is a collaborative effort between Anna ISD, Anna EDC, North Central Texas Workforce Solutions, and Anna ISD CTE & STEAM. See attached flyer for more information.

Saturday, June 1st - Boards & Commission Orientation will be held in Council Chambers from 9:00 a.m. to 12:00 p.m. Please see the attached agenda for that day. This is a mandatory orientation & training. If for some reason you are unable to attend,

please let staff know as soon as possible in order to set up another method for you to receive this training.

Friday, June 14th - The North Central Texas Workforce Solutions will have their Mobile Workforce Unit on-site here in the parking lot of the Municipal Complex from 9:00 a.m. to 2:00 p.m. While we do not have a community library as of yet, this is an opportunity to provide multiple computer stations with instant internet access directly to our neighbors who are in need of this service. The mobile unit will also provide services to receive on-site training, assistance with resume improvement, and a list of available jobs in the area. See attached flyer for more information.

STAFF RECOMMENDATION:

ATTACHMENTS:

1. Anna High school Career Day Flyer
2. Boards & Commission Orientation Agenda
3. Mobile Hiring Event Flyer

CALLING ALL EMPLOYERS!

Be a Vendor at the Anna High School Career Fair!

Are you searching for talented individuals to join your team?
Look no further! Join us as a vendor at the Anna High School Career Fair
and connect with motivated graduating seniors eager to kickstart their careers.

TUESDAY, MAY 21 | 8:30 AM - 11:30 AM

Anna High School Multipurpose Facility (Indoor)

WHY PARTICIPATE?

Access to Top Talent: Meet and interview graduating seniors actively seeking employment opportunities.

Brand Visibility: Showcase your company and opportunities to a diverse pool of candidates.

Networking: Connect with other employers and community organizations.

Support Tomorrow's Workforce: Play a role in shaping the future workforce by sharing your expertise and opportunities.

Secure Your Business Booth Today!

Don't miss this chance to connect with the future workforce of Anna High School!
Reserve your booth now and take advantage of this unique opportunity
to recruit talented individuals.

For registration and more information, please contact Clement Washington
at cwashington@dfwjobs.com or (469) 301-2526.

Join us in shaping the future of our community one career at a time!

GREATER Anna CHAMBER OF COMMERCE

THE CITY OF Anna EDC GROUNDBREAKING POSSIBILITIES

ANNA ISD CTE & STEAM

ANNA High School
Invest. Instill. Inspire.

WORKFORCE SOLUTIONS NORTH CENTRAL TEXAS

“NOTICE OF POSSIBLE QUORUM”

Saturday, June 1, 2024 at 9:00 AM

City of Anna
Boards & Commissions Orientation

Anna Municipal Complex
120 W 7th St,
Anna, Tx 75409

The Anna City Council, Planning and Zoning Commission, Parks Advisory Board, EDC/CDC, and Diversity and Inclusion Commission may have a quorum in attendance.

It is not a certainty that a Quorum or other number of members of a City Affiliated Body will attend the event.

City of Anna
Boards & Commissions Orientation

This is to certify that I, Carrie L. Land, City Secretary, posted this Notice of Quorum at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board by 5:00 PM, May 28, 2024.

Carrie L. Land

Carrie L. Land, City Secretary

Meeting Agenda

9:00 AM – Mayor and Council Introductions
9:15 AM – City Manager's Update (City Manager Ryan Henderson)
9:30 AM – Boards and Commissions 101 (City Secretary Carrie Land)
10:00 AM – Break
10:15 AM – Code of Conduct and Ethical Standards (City Attorney Clark McCoy)
11:15 AM – Administration of Oath of Office (City Secretary Carrie Land)
11:30 AM – Break out into individual boards and commissions (Staff Liaisons)

SAVE THE DATE

The North Central Texas Workforce Solution Mobile Workforce Unit will be on-site at the Anna Municipal Complex

JUNE 14 | 9 AM - 2 PM

The Mobile Workforce Unit is a moving extension of the North Central Texas Workforce Centers bringing services directly to customers in need.

Multiple computer stations on the unit are provided for career seekers to gain instant internet access to search for careers, improve their resumes and receive on-site training.

Item No. 7.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Closed Session.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 8.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Reconvene into open session and take any action on closed session items.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 10.

EDC/CDC Agenda
Staff Report

Meeting Date: 5/9/2024
Staff Contact:

AGENDA ITEM:
Adjourn.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS: