

**Regular City Council Meeting
Meeting Minutes**



Tuesday, April 27, 2021 @ 6:30 PM

**Sue Rattan Elementary School
1221 S. Ferguson Parkway, Anna, Texas 75409**

1. Call to Order, Roll Call and Establishment of Quorum.

Mayor Pike called the meeting to order at 6:30 PM.

2. Invocation and Pledge of Allegiance.

Council Member Carver led the Invocation and Mayor Pike led the Pledge of Allegiance.

3. Neighbor Comments.

No comments.

4. Work Session.

- a. Update on Street Maintenance Activities for the City of Anna (Director of Public Works Greg Peters, P.E.)

The City of Anna has annual major street maintenance projects included in the Community Investment Program as a part of the annual budget. These projects are funded through a combination of the Street Maintenance Sales Tax increment revenues and General Fund dollars. Staff provided an update on completed and upcoming street maintenance projects.

- a. Proclamation - 52nd Annual Professional Municipal Clerks Week

The International Institute of Municipal Clerks (IIMC), a professional association of City, Town, Township, Village, Borough, Deputy and County Clerks, sponsors Municipal Clerks Week. IIMC has 14,700 members throughout the United States, Canada and 15 other countries. The Proclamation extends appreciation to all Municipal and Deputy Clerks for

the services with which they provide their communities. Specifically, the Proclamation cites that the Clerk "serves as the professional link between the citizens, the local governing bodies and agencies of government at other levels."

6. Consent Items.

- a. Approve Council Meeting Minutes for April 13, 2021, and April 16, 2021.
(City Secretary Carrie Land)
- b. Approve a Resolution authorizing the City Manager to execute Professional Services Agreements with Kimley Horn, Incorporated, for updating the
 - 1) City Master Thoroughfare Plan
 - 2) Water and Wastewater Master Plans
 - 3) 10-year CIP (for Water, Wastewater, and Roads)
 - 4) Impact Fee Study (for Water, Wastewater, and Roads)(Director of Public Works Greg Peters, P.E.)

The City of Anna is at the end of the Comprehensive Plan process, which sets a roadmap for the future goals and growth of the community. As such, we are now at a point where we can begin the process of updating our master plans and impact fees for roads, water, and wastewater to match the results of the Comprehensive Plan.

Impact Fees are paid by developers for their impact on the City infrastructure. Often these funds are utilized to upsize water and sewer mains, construct new water and sewer systems, and to expand roads. These fees are critical to ensuring that the City adheres to the City Council's Strategic Goal of Sustainable Anna Community Through Planned, Managed Growth.

In accordance with State Law, the elements of the project will be funded through impact fees, resulting in no use of taxpayer dollars (general fund) to complete the process. Staff anticipates the process to begin following the adoption and finalizing of the Comprehensive Plan, with a completion date of Fall 2021. The City Council will be involved in reviewing the findings, making recommendations for the prioritizing and need for CIP projects, and providing direction on the establishment of any changes to the current impact fee structure.

These efforts will take place during future Council meetings as the project moves forward.

FINANCIAL IMPACT: The total cost of \$264,000 will be funded through Roadway, Water, and Sanitary Sewer Impact Fees. The Community

Investment Plan (CIP) currently shows a total of \$330,000 to be allocated in the budget for this work, so the proposed fee is less than anticipated. The breakdown of funding for the project is: Water Master Plan Update: \$40,000 Wastewater Master Plan Update: \$75,000 Land Use Infrastructure Assumptions: \$16,000 Roadway Impact Fee Study & 10-yr CIP: \$40,000 Water Impact Fee Study & 10-yr CIP: \$30,000 Wastewater Impact Fee Study & 10-yr CIP: \$30,000 Implementation Support: \$8,000

A RESOLUTION OF THE CITY OF ANNA, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES AS SHOWN IN EXHIBIT "A" ATTACHED HERETO, IN THE AMOUNT NOT TO EXCEED TWO HUNDRED SIXTY-FOUR THOUSAND DOLLARS AND ZERO CENTS (\$264,000); AND PROVIDING FOR AN EFFECTIVE DATE.

- c. Approve a Resolution authorizing the City Manager to execute a purchase order in an amount not to exceed \$126,783.13 for the County Road 371 Street Maintenance project, from State Highway 5 to west of Joe K. Bryant Elementary. (Director of Public Works Greg Peters, P.E.)

This item is to approve the City funding for a rehabilitation project on County Road 371 from State Highway 5 to the west of Joe K. Bryant Elementary. The City is seeking to partner with Collin County on the project. The Collin County Public Works Department has agreed to participate, pending Commissioners Court approval. The total project cost is \$147,321.90, and the City portion is \$126,783.13. If approved, staff will work with Collin County to get their funding in place so that the project can be completed summer 2021.

FINANCIAL IMPACT: \$126,783.13 in Street Maintenance Sales Tax Funding (City portion) Collin County will fund their portion, which is estimated to be \$20,538.77.

A RESOLUTION OF THE CITY OF ANNA, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE REHABILITATION OF COUNTY ROAD 371 FROM STATE HIGHWAY 5 TO WEST OF JOE K. BRYANT ELEMENTARY TO WOPAC CONSTRUCTION, INCORPORATED IN THE AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-SIX THOUSAND SEVEN HUNDRED EIGHTY-THREE DOLLARS AND THIRTEEN CENTS (\$126,783.13); AND PROVIDING FOR AN EFFECTIVE DATE.

- d. Approve a Resolution authorizing the City Manager to execute purchase order in an amount not to exceed \$37,615.96 for the County Road 367 Street Maintenance project (Taylor Boulevard), from Ferguson Parkway to west of Olive Lane. (Director of Public Works Greg Peters, P.E.)

The City of Anna is seeking to complete a major street maintenance/rehabilitation project on County Road 367 (Taylor Boulevard) from Ferguson Parkway to Olive Lane. The project is included in the FY 2021 Street Maintenance portion of the Community Investment Plan. Collin County has indicated that they are willing to partner on the project, pending approval of funding from the Commissioners Court. The total estimated cost is \$79,011.90, with the City portion estimated at \$37,615.96. The County portion is estimated at \$41,395.94. The City portion is proposed to be funded by Street Maintenance Sales Tax funds.

FINANCIAL IMPACT: The City cost is \$37,615.96 from Street Maintenance Sales Tax funds.

A RESOLUTION OF THE CITY OF ANNA, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE REHABILITATION OF COUNTY ROAD 367 FROM FERGUSON PARKWAY TO WEST OF OLIVE LANE TO WOPAC CONSTRUCTION, INCORPORATED IN THE AMOUNT NOT TO EXCEED THIRTY-SEVEN THOUSAND SIX HUNDRED FIFTEEN DOLLARS AND NINETY-SIX CENTS (\$37,615.96); AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: Council Member Toten moved to approve Consent Items a. – d. Council Member Ussery seconded. Motion carried 7-0.

7. Items For Individual Consideration.

a. Anna 2050

1) Conduct a Public Hearing on a recommendation regarding the Anna 2050 Comprehensive Plan, Downtown Master Plan, and Parks, Trails, and Open Space Master Plan. (Director of Development Services Ross Altobelli)

The delivery of the three plans being considered for approval are the result of a yearlong effort by the City Council, Task Force, Boards and Commissions, literally hundreds of neighbors, City staff, and our consultants Kimley Horn and Associates and la terra studios. The unprecedented tackling of three plans under the conditions of a pandemic yielded an innovative approach that was groundbreaking in its execution and likely to be replicated by others, as there were virtual charrettes, opportunities for all neighbors to contribute, and provided a highly efficient and effective delivery of service and public outreach to meet the aggressive goals and schedule, on-time and on budget, delivering a world class series of master planning that truly identifies the City of Anna as a premier city.

A comprehensive plan is a document which provides guidance for development and growth. The plan is not a zoning ordinance or a map. Instead, the Comprehensive Plan provides recommendations for land use, transportation, and infrastructure planning. Texas Local Government Code Chapter 213 covers the legal statutes for Comprehensive Planning in the State of Texas. The purpose of planning is to “promote the public health, safety, and welfare” of communities in Texas.

Comprehensive plans are important as they state the desired future for a community. This future is derived by gathering feedback from various stakeholders through public meetings, discussion with community leaders and local government staff. The Comprehensive Plan states the future vision of the community and the actions necessary to achieve the vision.

Most comprehensive plans state a desired vision of a community within a 20-to-30-year window. Despite the long-range time frame for plans, a community should update the plan on a regular basis as the future vision of the community will change due to economic issues, new stakeholders, and growth. The update should include public input and address the change in future vision and challenges faced by the community. Most updates are considered every five years and if the community is in a high growth mode or undergoing rapid changes due to internal and external forces, plan updates should occur every two to three years.

When a City adopts a Comprehensive Plan, zoning regulations must be adopted in accordance with the Comprehensive Plan. The Comprehensive Plan will be implemented through the Planning and Development Regulations and Capital Improvements Program (CIP) also referred to as the Community Investment Plan/Program. The zoning ordinance is what helps make the recommendations of the Comprehensive Plan a reality through the designation of zoning districts with a list of development regulations and desired uses. The subdivision regulations take development a step further by describing how land should be subdivided, the placement of utility and access easements, and infrastructure improvements. The plan recommendations for transportation facilities and urban infrastructure are implemented through a Capital Improvements Program. The program (CIP) prioritizes improvements and expenditures of local tax dollars needed to construct improvements.

Comprehensive Plans in the State of Texas may be adopted or amended by ordinance and each city can determine its own procedures for doing so. The adoption must take place in a public hearing allowing the public the opportunity to provide their support or opposition to the plan under consideration either by personal testimony or through a written record.

The Downtown Master Plan is a specific area plan that focuses on the redevelopment and revival of downtown Anna. This plan expands upon the Comprehensive Plan to guide development of downtown providing specific targets, strategies, actions and goals to provide for activating this specific area. This will be the foundation of a thriving economic engine, destination making, and result in a place for neighbors.

The Parks, Trails, and Open Space Master Plan is a document that provides an inclusive framework for orderly and consistent planning; acquisition; development; and administration of the parks and recreation resources, programs, and facilities. This plan expands upon the Comprehensive Plan to guide development of parks providing guidance for the community to provide parks, recreation, and open space opportunities enhancing the quality of life for neighbors.

These three plans were identified as "Top Priority" items by the City Council in the City adopted Strategic Plan, under the Policy Agenda within the City of Anna Action Agenda 2020-2021.

The Parks Advisory Board recommended approval of the Parks, Trails, and Open Space Master Plan.

The Planning and Zoning Commission, Economic Development Corporation, and Community Development Corporation recommended approval of the Comprehensive Plan, Downtown Master Plan, and the Parks, Trails, and Open Space Master Plan.

The development of these three plans was truly a community effort, by Anna neighbors, whereby the City Council, Task Force, all Boards and Commissions, and literally hundreds of neighbors through their inputs, contributed to these plans, truly making these results, "Plans by our neighbors, for our neighbors."

Mayor Pike opened the public hearing at 7:18 PM.

No comments.

Mayor Pike closed the public hearing at 7:18 PM.

2) Consider/Discuss/Action on an Ordinance regarding the Anna 2050 Comprehensive Plan.

AN ORDINANCE OF THE CITY OF THE ANNA, TEXAS, APPROVING AND ADOPTING THE ANNA 2050 COMPREHENSIVE PLAN; PROVIDING FOR SAVINGS, SEVERABILITY AND REPEALING CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Mayor Pike moved to approve. Council Member Toten seconded. Motion carried 7-0.

3) Consider/Discuss/Action on an Ordinance regarding the Anna 2050 Downtown Master Plan.

AN ORDINANCE OF THE CITY OF THE ANNA, TEXAS, APPROVING AND ADOPTING THE ANNA 2050 DOWNTOWN MASTER PLAN; PROVIDING FOR SAVINGS, SEVERABILITY AND REPEALING CLAUSES; AND PROVIDING AN EFFECTIVE DATE

MOTION: Council Member Miller moved to approve. Council Member Toten seconded. Motion carried 7-0.

4) Consider/Discuss/Action on an Ordinance regarding the Anna 2050 Parks, Trails, and Open Space Master Plan.

AN ORDINANCE OF THE CITY OF THE ANNA, TEXAS, APPROVING AND ADOPTING THE ANNA 2050 PARKS, TRAILS AND OPEN SPACE MASTER PLAN; PROVIDING FOR SAVINGS, SEVERABILITY AND REPEALING CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Council Member Carver moved to approve. Council Member Toten seconded. Motion carried 7-0.

b. Strategic Plan: 2021 – 2026 – 2036

During the months of March and April 2021, the City of Anna organization went through a series of work sessions to complete the City's 2021-2026-2036 Strategic Plan. Similar to previous versions, the City's goals remain Growing the Anna Economy, Creating a Great Place to Live, Growing in a Planned and Managed Way, and Having a High Performing, Professional Organization. The strategic plan is instrumental in determining, collectively, the top and high priorities for the organization to accomplish within the next year, along with initiatives and projects to be achieved within the next 15 years. The Strategic Plan serves as the guiding document for the organization and sets a work plan with objectives and timelines to advance the City's four goals.

Also, during the months of March and April, City Council met to revise and update the Governance Guide, created in 2019 as a plan of protocols for how the City Council shall conduct business with the City Manager's Office, staff, and themselves.

1) Consider/Discuss/Action on Resolution approving Strategic Plan: 2021 – 2026 – 2036

A RESOLUTION OF THE CITY OF ANNA, TEXAS ADOPTING THE 2021-2026-2036 STRATEGIC PLAN

2) Consider/Discuss/Action on Resolution approving Governance Guide 2021

A RESOLUTION OF THE CITY OF ANNA, TEXAS ADOPTING THE CITY OF ANNA GOVERNANCE GUIDE 2021

MOTION: Council Member Toten moved to approve Items b. 1) and 2). Council Member Ussery seconded. Motion carried 7-0.

- c. 1) Conduct a Public Hearing under the requirements of the Tax Equity and Fiscal Responsibility Act (TEFRA) and Internal Revenue Code of 1986, as amended, regarding the Waterview Apartments project. (Economic Development Director Joey Grisham)

Mayor Pike opened the public hearing at 7:35 PM.

No comments.

Mayor Pike closed the public hearing at 7:35 PM.

2) Consider/Discuss/Act on a Resolution authorizing Texas Home Collaborative to issue bonds to finance facilities in the City of Anna for the Waterview Apartments project. (Economic Development Director Joey Grisham)

The Waterview Apartments project being developed by Provident Realty utilizing the 4% housing tax credits bond program. The City entered into a Cooperation Agreement regarding this project on December 8, 2020, and approved the site plan on April 13, 2020. Under Section 147(f) ("the TEFRA Rules"), an issue of qualified private activity bonds must be approved on or before its issuance date by the governmental unit which the bond-financed facility will be located. The TEFRA Rules require that this approval be given after a public hearing that is conducted after reasonable notice of public hearing.

A RESOLUTION AUTHORIZING TEXAS HOME COLLABORATIVE TO ISSUE BONDS TO FINANCE FACILITIES LOCATED IN THE CITY OF ANNA, TEXAS

MOTION: Council Member Carver moved to approve. Council Member Atchley seconded. Motion carried 6-1. Council Member Toten opposed.

- d. Consider/Discuss/Action on Appointment of EDC/CDC Members (Interview Committee)
- e. Consider/Discuss/Action on Appointment of Planning and Zoning Commissioners (Interview Committee)
- f. Consider/Discuss/Action on Appointments to the Parks Advisory Board (Interview Committee)
- g. Consider/Discuss/Action on Appointments to the Board of Adjustments (Interview Committee)
- h. Consider/Discuss/Action on Appointments to the Diversity and Inclusion Advisory Commission. (Interview Committee)

MOTION: Council Member Vollmer moved to table Items 7. d. e. f. g. and h. Council Member Miller seconded. Motion carried 7-0.

8. **Closed Session (Exceptions).**

Under Tex. Gov'T Code Chapter 551, The City Council May Enter Into Closed Session To Discuss Any Items Listed Or Referenced On This Agenda Under The Following Exceptions:

- a. Consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code (Tex. Gov't Code §551.071).
- b. Discuss or deliberate the purchase, exchange, lease, or value of real property (Tex. Gov't Code §551.072).
- c. Discuss or deliberate Economic Development Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the City is conducting economic development negotiations; or (2) To deliberate the offer of a financial or other incentive to a business prospect described by subdivision (1). (Tex. Gov't Code §551.087).
- d. Discuss or deliberate personnel matters (Tex. Gov't Code §551.074).
Boards and Commissions

MOTION: Mayor Pike moved to enter closed session. Council Member Vollmer seconded. Motion carried 7-0.

Mayor Pike recessed the meeting at 8:23 PM.

Mayor Pike reconvened the meeting at 9:57 PM.

9. Consider/Discuss/Action on any items listed on any agenda - work session, regular meeting, or closed session - that is duly posted by the City of Anna for any City Council meeting occurring on the same date as the meeting noticed in this agenda.

No action taken.

10. **Adjourn.**

Mayor Pike adjourned the meeting at 9:57 PM.

Approved on May 11, 2021.



Mayor Nate Pike

ATTEST:

Carrie L. Land
City Secretary Carrie L. Land