



Post Office Box 9010 Addison, Texas
75001-9010
5300 Belt Line Road
(972) 450-7000 Fax: (972) 450-7043

AGENDA

REGULAR MEETING OF THE CITY COUNCIL

AND / OR

WORK SESSION OF THE CITY COUNCIL

6:00 PM

NOVEMBER 27, 2012

TOWN HALL

ADDISON TOWN HALL, 5300 BELT LINE, DALLAS, TX 75254

WORK SESSION

Item Presentation and discussion of the GIS (Geographic
#WS1 - Information Systems).

Item Presentation and discussion regarding credit policy for the
#WS2 - Stormwater Utility fee.

REGULAR MEETING

Pledge of Allegiance

Item #R1- Announcements and Acknowledgements regarding Town

and Council Events and Activities

Introduction of Employees

Discussion of Events/Meetings

Item #R2- Consent Agenda.

#2a- Approval of Minutes for the November 13, 2012 Regular Council Meeting.

#2b- Approval of a contract with Halff Associates, Inc. for GIS (Geographic Information Systems) services in an amount not to exceed \$45,000 and authorizing the City Manager to execute the same, subject to the City Attorney's final approval.

#2c- Approval of a resolution authorizing the City Manager to enter into a Federal Aviation Administration Grant Agreement administered by the Texas Department of Transportation, to make airport improvements.

#2d- Approval of an annual renewable contract totaling \$45,338.04 with Carruthers Landscape Management, Inc. for turnkey landscape and irrigation maintenance for Vitruvian Park, Belt Line Road medians and the Surveyor Water Tower Demonstration Garden.

#2e- Award of a contract in the amount of \$39,260 to Paradigm Traffic Systems, Inc for the installation of battery back up systems for nine intersections.

#2f- Approval authorizing the City Manager to execute a

contract with Groves Electric for roadway lighting maintenance.

Item #R3 Presentation, discussion and consideration of adoption of a stormwater utility fee credit policy.
-

Attachment(s):

1. Stormwater Credit Policy

Recommendation:

Staff recommends approval.

Item #R4 Update regarding the consultant selection process for future bond and miscellaneous capital projects.
-

Item #ES1 - Closed (executive) session of the City Council, pursuant to Section 551.071 of the Texas Government Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) regarding certain pending litigation, to wit: *Town of Addison, Texas v. North Texas Contracting, Inc.*, Cause No. 12-6525-C, 68th Judicial District Court, Dallas County, Texas.

Item #R5 Discussion and consideration of any action regarding certain pending litigation, to wit: *Town of Addison, Texas v. North Texas Contracting, Inc.*, Cause No. 12-6525-C, 68th Judicial District Court, Dallas County, Texas.
-

Adjourn Meeting

Posted:

Chris Terry, 11/20/2012, 5:00 PM

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS
WITH DISABILITIES. PLEASE CALL (972) 450-2819 AT LEAST
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

Council Agenda Item: #WS1

AGENDA CAPTION:

Presentation and discussion of the GIS (Geographic Information Systems).

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #WS2

AGENDA CAPTION:

Presentation and discussion regarding credit policy for the Stormwater Utility fee.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: # R 2a

AGENDA CAPTION:

Approval of Minutes for the November 13, 2012 Regular Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

 [November 13 Minutes](#)

Type:

Backup Material

**OFFICIAL ACTIONS OF THE ADDISON CITY
COUNCIL
WORK SESSION**

November 13, 2012

6:30 PM - Town Hall

Addison Town Hall, 5300 Belt Line, Dallas, TX 75254

Upstairs Conference Room

Council Members Present:

Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Absent:

None

Work Session

Item #WS1 - Discussion regarding Town owned real estate and the process for sale of municipal property.

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL REGULAR MEETING

November 13, 2012

6:30 PM - Town Hall

Addison Town Hall, 5300 Belt Line, Dallas, TX 75254

Chris Terry, 11/9/2012, 5:00 pm

Council Members Present:

Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Absent:

None

REGULAR MEETING

Item #R1 - Announcements and Acknowledgements regarding Town and Council Events and Activities

Item #R2 - Consent Agenda

#2a - Approval of Minutes for the October 23, 2012 Regular Council Meeting.

A motion to Approve was made by Council Member Blake Clemens.

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

#2b - Approval of a resolution regarding payment to the Town of a catering fee by a vendor (caterer) selling food and/or beverages at the Addison Arts and Events District and Visit Addison.

A motion to Approve was made by Council Member Blake Clemens.

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

#2c - Approval of an ordinance amending section 67-15A (Food and Beverage Commission; Exclusive catering service) of Chapter 67 of the Code of Ordinances by modifying its provisions regarding the payment to the Town by a food and beverage caterer of a catering fee for services at the Addison Arts and Events District and the Town's Visitor Center.

A motion to Approve was made by Council Member Blake Clemens.

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

#2d - Approval of a contract renewal related to communications and public relations with Shiroma Southwest in the amount of \$75,000.

There was no action taken.

#2e - Approval of a contract renewal for crisis communication services with Margulies Communications Group in the amount of \$42,000.

A motion to Approve was made by Council Member Blake Clemens.

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

#2f - Approval of annual contract renewal with Rodney Hand & Associates Marketing Communications, LP for the production of

Addison Magazine in the amount of \$111,750.

Item was pulled by Mayor Todd Meier for clarification. Carrie Rice, Director of Marketing and Communications, and Rodney Hand spoke regarding this item.

A motion to Approve was made by Council Member Blake Clemens. The motion was seconded by Council Member Neil Resnik.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Moore, Resnik

Voting Nay: Meier

#2g - Approval of a sponsorship agreement with the Cavanaugh Flight Museum in the amount of \$50,000.

Item was pulled by Mayor Todd Meier for clarification. Carrie Rice, Director of Marketing and Communications, and Scott Slocum, Cavanaugh Flight Museum, spoke regarding this item.

A motion to Approve was made by Council Member Bruce Arfsten. The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Moore, Resnik

Voting Nay: Meier

Item #R3 - Presentation and recognition of the 2013 Addison Citizen Academy class.

Mayor Todd Meier spoke regarding this item.

There was no action taken.

Item #R4 - Discussion and consideration of approval of a resolution approving and authorizing the City Manager to execute an agreement requesting the North Central Texas Council of Governments to pursue development of the Cotton Belt Rail Project utilizing Senate Bill 1048

("Public and Private Facilities and Infrastructure Act").

Matt McCombs presented and spoke regarding this item.

A motion to Approve was made by Council Member Bruce Arfsten.

The motion was seconded by Council Member Margie Gunther.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

Item #R5 - Presentation, discussion and consideration of approval of an ordinance amending Chapter 62, Signs, of the Code of Ordinances of the Town by providing for a Meritorious Exception to Article IV, Division 3, Attached Signs, Sec. 62-163 at the UDR Fiori Apartments located at 3990 Vitruvian Way in order to provide for an attached sign with letters up to 8'-1 1/8" in height.

Lynn Chandler presented and spoke regarding this item. Tom Lamberth, UDR, also spoke regarding this item. Motion was made by Council Member Blake Clemens to approve the Meritorious Exception of the applicant's signage.

A motion to Approve was made by Council Member Blake Clemens.

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

Item #R6 - Presentation, discussion and consideration of approval of an ordinance amending Chapter 62, Signs, of the Code of Ordinances of the Town by providing for a Meritorious Exception to Article IV, Division 3, Attached Signs, Sec. 62-162 at the Embry Partners Keller Springs Lofts Apartments located at 4800 Keller Springs Rd. in order

to provide for attached signs that project approximately 39" from the surfaces they are attached to.

Lynn Chandler presented and spoke regarding this item. Dennis Elmore, Embrey Parnters, and Murphy Webster III, Fource Communications, also spoke regarding this item. Motion was made to approve a Meritorious Exception of the applicant's signage.

A motion to Approve was made by Council Member Chris DeFrancisco.

The motion was seconded by Council Member Neil Resnik.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

Item #R7 - PUBLIC HEARING. Case 1655-Z/Addison Heights Apartments. Public hearing, discussion and consideration of approval of an Ordinance changing the zoning on an approximately 3.201-acre tract of land generally located at the southeast intersection of Addison Road and Airport Parkway, from C-2, Commercial-2 District to PD Planned Development District to allow for a multi-family project of approximately 280 units, and limited retail uses, and the adoption of a development plan, concept plan, and development regulations for such tract of land, on application from Henry S. Miller Multi-family Development Group, represented by Mr. Evan Beattie of Good Fulton and Farrell Architects.COMMISSION FINDINGS:The Addison Planning and Zoning Commission, meeting in special session on October 30, 2012, voted to recommend denial of a change in zoning on an approximately 3.201-acre tract of land generally located at the southeast intersection of Addison Road and Airport Parkway, from C-2, Commercial-2 District to PD Planned Development District to allow for a multi-family project of approximately 280 units, and limited retail uses, and the adoption of a development plan, concept plan, and development regulations for such tract of land, on application from

Henry S. Miller Multi-family Development Group, represented by Mr. Evan Beattie of Good Fulton and Farrell Architects. Voting Aye to the motion for denial: Doherty, Groce, Hughes, Oliver, Stockard, Voting Nay: Wheeler Absent: Hewitt

Carmen Moran, Director of Development Services, Ron Whitehead, City Manager, and Evan Beattie, Good Fulton and Farrell, spoke regarding this item.

The following people spoke regarding this item:

Barry Krieger, Addison Place
Allan Wood, Addison Circle

Motion was made by Council Member DeFrancisco to deny the applicant's request with prejudice.

A motion to Deny was made by Council Member Chris DeFrancisco. The motion was seconded by Mayor Todd Meier.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

Item #R8 - Presentation, discussion and consideration of approval authorizing the City Manager to enter into an Economic Development Program Grant Agreement with MHSS-MOB - Addison, L.P. in an amount not to exceed \$564,514.67 for the reconstruction of Sojourn Drive.

Carmen Moran, Director of Development Services presented and spoke regarding this item. Ron Whitehead, City Manager, John Hill, Cowles and Thompson, and Eric Cannon, Chief Financial Officer, also spoke regarding this item.

A motion to Approve was made by Council Member Neil Resnik.
The motion was seconded by Council Member Bruce Arfsten.
The motion result was: Passed
Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik
Voting Nay: None

Item #R9 - Discussion and consideration of approval of an ordinance providing for increased prior and current service annuities under the act governing the Texas Municipal Retirement system for retiree and beneficiaries of deceased retirees of the Town of Addison.

Passion Hayes presented and spoke regarding this item. Council Member Resnik presented this item.

A motion to Approve was made by Council Member Neil Resnik.
The motion was seconded by Council Member Margie Gunther.
The motion result was:
Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Resnik
Voting Nay: Moore

Item #R10 - Presentation, discussion and consideration of approval authorizing the City Manager to renew the Town's health insurance contract with Blue Cross/Blue Shield of Texas (BCBSTX).

Passion Hayes presented and spoke regarding this item.

A motion to Approve was made by Council Member Bruce Arfsten.
The motion was seconded by Council Member Neil Resnik.
The motion result was: Passed
Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik
Voting Nay: None

Item #R11 - Presentation, discussion and consideration of approval authorizing the City Manager to enter into an agreement with Cobb,Fendley & Associates, Inc. in an amount not to exceed \$60,000 to provide miscellaneous engineering services as needed.

Lea Dunn, Deputy City Manager, presented and spoke regarding this item.

A motion to Approve was made by Council Member Blake Clemens. The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Voting Nay: None

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

Council Agenda Item: # R 2b

AGENDA CAPTION:

Approval of a contract with Halff Associates, Inc. for GIS (Geographic Information Systems) services in an amount not to exceed \$45,000 and authorizing the City Manager to execute the same, subject to the City Attorney's final approval.

FINANCIAL IMPACT:

This is a budgeted item. Cost : Not to exceed \$45,000

BACKGROUND:

This project is a phased approach to accomplish the Town's goals for the development and implementation of a web map application and overall GIS master Plan.

Scope of services is as following:

Phase I - Basic web map development: A simple web map application will be developed based on the currently available GIS layers. This phase can be completed in a short timeframe in order to provide the Town with a tool to begin using its data in conjunction with daily tasks as soon as possible.

- 1 Centralize currently available GIS data: Inventory and summarize all existing data layers such as transportation features, stormwater, asset inventory, Town limits, and floodplain data.
- 1 Develop basic web map with current available data.
- 1 Security settings: The web map application can be developed as a public access web map application that contains general information for viewing and as a secured access web map application where the Town of Addison staff may access the web map with login and password protection.

Phase II – On call GIS Support: To provide on call GIS support to assist the Town with any GIS applications, questions, or data needs.

Phase III - GIS master plan - Scoping phase: A scoping phase is proposed in order to capture the Town's priorities and preferences in order to provide the best fit GIS Solutions for the Town's needs.

The GIS master plan – Scoping phase would consist of the following tasks:

- 1 Access current GIS data and perform gap analysis.
- 1 Assess current Town of Addison hardware and software:
- 1 Conduct GIS master plan – Scoping workshop.
- 1 Recommend data layers to be developed for the Town along with best practices for data format and structure:
- 1 Review current maintenance records and provide recommendations for GIS-based tracking and planning.
- 1 Review basic web map application use by Town staff and provide recommendations for advanced web map functionality.
- 1 Recommendations for customized tools to improve staff efficiency,
- 1 Summarize GIS master plan – Scoping phase: At the completion of the scoping phase, Halff will prepare a letter report summarizing the scoping effort and will outline recommendations for the best fit solution for the Town of Addison GIS master plan execution.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Create raving fans of the Addison Experience, Mindful Stewardship of Town Resources, Maintain and enhance our unique culture of creativity and innovation, Infrastructure improvement and maintenance, Look for Operational Efficiencies without cutting services

ATTACHMENTS:

Description:

 [GIS Services](#)

Type:

Cover Memo



August 3, 2012
AVO 1008.12.8360-PR26

SENT VIA EMAIL: ldunn@addisontx.gov

Ms. Lea Dunn
Deputy City Manager
Town of Addison
5300 Belt Line Road
Addison, TX 75001-9010

RE: Town of Addison – Web Map Development and Geographic Information Systems (GIS) Master Plan

Dear Ms. Dunn:

Halff Associates is pleased to submit this proposal to provide Geographic Information Systems (GIS) professional services for the Town of Addison. Based on our discussions, this proposal outlines the tasks that would be performed to support the Town's GIS needs and develop data that will be included in a Web Map application.

Halff Associates proposes a phased approach to accomplish the Town's goals for the development and implementation of a Web Map Application and overall GIS Master Plan.

Proposed Phased Approach – Scope of Services:

Phase I - Basic Web Map Development: A simple Web Map Application will be developed based on the currently available GIS layers. This Phase can be completed in a short timeframe in order to provide the Town with a tool to begin using its data in conjunction with daily tasks as soon as possible.

- **Centralize currently available GIS data:** Inventory and summarize all existing data layers such as Transportation Features, Stormwater Asset Inventory, Town Limits, and Floodplain Data. Prepare layers for incorporation into Web Map Application. Halff will design and create an ArcGIS version 10 geodatabase for the storage of all the required feature layers. These feature layers will reside within an enterprise geodatabase that will support versioning through ArcSDE with a Microsoft SQL Server backend.
- **Develop Basic Web Map with current available data:**
 - Halff will develop the web map application with Esri's ArcGIS for Silverlight technology and incorporate map and feature services from ArcGIS Server version 10. Silverlight based applications can be accessed from a variety of standard web browsers including Internet Explorer, Firefox, and Chrome on Microsoft Windows based computers; and Firefox and Safari on Apple Macintosh based computers.
 - The standard Silverlight platform includes the functionality to zoom, pan, toggle feature layers on and off, search by address, select features, identify features, and view feature layer attribute tables. Multiple base map options will be available and the user will be able to toggle between them; Bing Maps aerial view, Bing Maps road view, and Bing Maps hybrid view will be three (3) of the base maps offered.

- The web map applications will be hosted on Halff's corporate servers which reside in Richardson, TX. Halff's IT department has a formal backup and disaster recovery plan in place with includes offsite virtualized servers, emergency power backup (short term and long term), and redundant internet connections.
- **Security Settings:** The Web Map Application can be developed as a public access web map application that contains general information for viewing and as a secured access web map application where the Town of Addison staff may access the web map with login and password protection.
- **Deploy Web Map Application to Town of Addison Staff:** Halff will provide training for the Town of Addison Staff to begin use of the Web Map Application. The Web Map functionality will be described and example daily tasks will be demonstrated.
- **Annual Web Map Hosting:** The Basic Web Map Development fee as outlined below includes 1 year of Web Map Hosting for one public and one secured site.

Phase II – On Call GIS Support: Halff proposes to provide on call GIS support to assist the Town with any GIS applications, questions, or data needs. With our close proximity to the Town of Addison offices, our staff can be available on very short notice to supplement the Town's staff when needed. With an on call, task based agreement, we can quickly provide deliverables and support to ensure that the Town is able to complete daily tasks efficiently. Potential tasks could include: field data investigation or collection, exhibit creation, data analysis, GIS training and support.

Phase III - GIS Master Plan - Scoping Phase: A Scoping Phase is proposed in order to capture the Town's priorities and preferences in order to provide the best fit GIS Solutions for the Town's needs. With the quickly evolving technology, it is important to prepare an organized project approach based on the most cost effective solutions that will accomplish the town's goals and be flexible so that new technology options can be leveraged easily when they become available. The GIS Master Plan – Scoping Phase would consist of the following tasks:

- **Assess current GIS Data and Perform Gap Analysis:** Halff will utilize the inventory of currently available GIS data layers compiled during Phase I or this project and perform a gap analysis to determine what datasets are missing from the Town's GIS database. Layers will be categorized in a matrix based on the level of effort to develop and the importance to the Town staff.
- **Assess Current Town of Addison Server Hardware and Software:** Halff will assess the Town of Addison's current resources for hardware and software capabilities in order to best recommend the hosting of data off-site, on Halff's corporate servers or on-site utilizing the Town's resources.
- **Conduct GIS Master Plan – Scoping Workshop:** Halff will facilitate a workshop with the Town of Addison department leaders and staff. The goal of the workshop will be to gauge the needs of each department in order to make recommendations that will provide the most comprehensive approach to achieving efficiency when the Town of Addison GIS Master Plan is implemented.
- **Recommend Data Layers to be Developed for the Town along with Best Practices for Data Format and Structure:** Based on the gap analysis and categorization of each data layer, Halff will provide recommendations for a phased approach to develop additional data. Best Practices for data structure will be included – for instance, attribute fields for utilities will be outlined. It is important to start with an organized approach if data will be shared between communities so that all organizations are using the same structure.
- **Review Current Maintenance Records and Provide Recommendations for GIS-based Tracking and Planning:** For many of the Town's assets, digital data tracking could be implemented to improve the decision making process based on past events. For example, citizen drainage or road complaints

could be tracked in a digital GIS layer and then utilized for Capital Improvement Project planning. Halff will assess what data is currently being collected and the methodology and provide recommendations for a GIS-based data collection tracking procedure.

- **Review Basic Web Map Application Use by Town Staff and Provide Recommendations for Advanced Web Map Functionality:** After the Basic Web Map Application has been in use for several months, Halff will facilitate a review with Town Staff to discuss the current use and opportunities for advancements to improve the effectiveness of the application and better meet the Town’s needs.
- **Recommendations for Customized Tools to Improve Staff Efficiency:** Halff’s advanced programming capabilities provide the opportunity to develop custom tools to automate redundant tasks and improve efficiency in daily tasks. As part of the Basic Web Map Application Review with Town Staff, Halff will recommend additional tools that can be developed for use with the Advanced Web Map application. Past Customized Tool examples include:
 - “Clip, Zip and Ship” – a tool that allows users to define an area of interest and extract data layers that are then zipped into a compressed file folder and emailed.
 - iPad/iPhone Custom Data Collection Applications – common maintenance record forms have been converted into easy to use mobile device data collection forms to streamline field work and post processing time. Also, smart phones and tablets provide a cost effective solution as compared to GPS equipment.
- **Summarize GIS Master Plan – Scoping Phase:** At the completion of the Scoping Phase, Halff will prepare a letter report summarizing the scoping effort and will outline recommendations for the best fit solution for the Town of Addison GIS Master Plan Execution.

Phase IV - GIS Master Plan - Execution (*To Be Accomplished after the Completion of Phase III*): The scope of services for the GIS Master Plan will be defined at the completion of the GIS Master Plan – Scoping Phase. Potential tasks could include:

- Develop Additional Datasets/Inventories
- Create Customized Tools for Internal/Public Processes
- Expand Web Map Functionality to Incorporate new data and/or tools developed

Compensation

It is anticipated that these services can be accomplished for the following estimated budgets:

Phase	Task	Estimated Fee	Notes
Phase I	Basic Web Map Development	\$10,000	Includes annual hosting fee for year one (1).
Phase II	On Call GIS Support	\$10,000	Hourly, task-based assignments to assist Town Staff with GIS needs. Fee may be exceeded based on amount of on call support requested by the Town.
Phase III	GIS Master Plan - Scoping Phase	\$25,000	
Phase IV	GIS Master Plan – Execution	TBD	Not included at this time - Scope to be defined after completion of Scoping Phase
Budget Total		\$45,000	

This fee will not be exceeded without prior approval from the Town of Addison. Services will be billed on an hourly basis, based on salary cost times a 2.30 multiplier, plus expenses times 1.10. Invoices will be submitted on a monthly basis with full backup data.

Schedule

Phase	Task	Proposed Schedule	
		Start	Completion
Phase I	Basic Web Map Development	9/4/2012	10/15/2012
Phase II	On Call GIS Support	Ongoing as needed	
Phase III	GIS Master Plan - Scoping Phase	9/4/2012	12/1/2012
Phase IV	GIS Master Plan - Execution (not included with this scope)	1/3/2013	TBD

We trust this proposal meets your requirements for this project. We appreciate the opportunity to be of service to you, and trust that our association on this project will be mutually beneficial and long term. Please feel free to contact us if you have any questions or comments concerning this proposal.

Sincerely,

HALFF ASSOCIATES, INC.



Walter Skipwith, PE, D.WRE
Chairman

C: Hamid Khaleghipour - Information Technology Director, Town of Addison

Council Agenda Item: # R 2c

AGENDA CAPTION:

Approval of a resolution authorizing the City Manager to enter into a Federal Aviation Administration Grant Agreement administered by the Texas Department of Transportation, to make airport improvements.

FINANCIAL IMPACT:

Budgeted Amount: \$20,000.00 Cost: \$38,100.00 The budgeted amount was a preliminary estimate from TxDot during the budget process. The additional \$18,100 is available in the Airport Fund.

BACKGROUND:

The Town of Addison is scheduled to receive an FAA grant for the Engineering Design of an Engineered Materials Arresting System (EMAS) for Addison Airport. The design project is estimated to cost a total of \$381,000. Through the FAA grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program, the project will consist of all Engineering and Design of the EMAS System.

The Engineering and Design is to be accomplished in FY 2013. The grant will require a ten percent local contribution with the FAA paying the remaining ninety percent.

Funds required for the Town's share of \$38,100 is available in the Airport fund.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Create a vision for the airport to maximize the value, Create and Implement a strategy for Town Owned Real Estate

ATTACHMENTS:

Description:

 [Cover Memo](#)

 [Resolution](#)

Type:

Cover Memo

Resolution Letter

DATE SUBMITTED: November 13, 2012
FOR COUNCIL MEETING: November 27, 2012

Council Agenda Item: _____

SUMMARY:

Consideration of a resolution authorizing the City Manager to enter into a Federal Aviation Administration Grant Agreement administered by the Texas Department of Transportation, to make airport improvements.

FINANCIAL IMPACT:

Budgeted Amount: \$20,000.00
Cost: \$38,100.00

The budgeted amount was a preliminary estimate from TxDot during the budget process. The additional \$18,100 is available in the Airport Fund.

BACKGROUND:

The Town of Addison is scheduled to receive an FAA grant for the Engineering Design of an Engineered Materials Arresting System (EMAS) for Addison Airport. The design project is estimated to cost a total of \$381,000. Through the FAA grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program, the project will consist of all Engineering and Design of the EMAS System.

The Engineering and Design is to be accomplished in FY 2013. The grant will require a ten percent local contribution with the FAA paying the remaining ninety percent.

Funds required for the Town's share of \$38,100 is available in the Airport fund.

RECOMMENDATION:

Staff recommends approval.

Attachments: Resolution

TOWN OF ADDISON, TEXAS

RESOLUTION NO. _____

Airport Grant Agreement for Federal & State Funding (TxDOT acting as Agent)

WHEREAS, the Town of Addison intends to make certain improvements to the Addison Municipal Airport; and

WHEREAS, the general description of the projects are described as: engineering and design of an Engineered Materials Arresting System (EMAS); and

WHEREAS, the Town of Addison intends to request financial assistance from the Texas Department of Transportation for these improvements; and

WHEREAS, total project costs for this project are estimated to be \$381,000, and the Town of Addison will be responsible for 10% of the total project costs currently estimated to be \$38,100; and

WHEREAS, the Town of Addison names the Texas Department of Transportation as its agent for the purposes of applying for, receiving and disbursing all funds for these improvements and for the administration of contracts necessary for the implementation of these improvements.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Addison hereby directs Ron Whitehead, City Manager to execute on behalf of the Town of Addison, at the appropriate time, and with the appropriate authorizations of this governing body, all contracts and agreements with the State of Texas, represented by the Texas Department of Transportation, and such other parties as shall be necessary and appropriate for the implementation of the improvements to the Addison Municipal Airport.

**DULY PASSED BY THE CITY COUNCIL OF THE TOWN OF ADDISON,
TEXAS, this the 27th day of November, 2012.**

Todd Meier – Mayor

ATTEST:

Chris Terry, City Secretary

OFFICE OF THE CITY SECRETARY

RESOLUTION NO. _____

Council Agenda Item: # R 2d

AGENDA CAPTION:

Approval of an annual renewable contract totaling \$45,338.04 with Carruthers Landscape Management, Inc. for turnkey landscape and irrigation maintenance for Vitruvian Park, Belt Line Road medians and the Surveyor Water Tower Demonstration Garden.

FINANCIAL IMPACT:

The budgeted amount for the work is \$71,000, which will come out of the FY 2012-2013 General Fund - Parks Operations Budget. The funding was approved as a Modified Level of Service during the FY 2012-1013 budget process.

BACKGROUND:

This is an annual contract that can be renewed for four additional years if both parties are agreeable to the terms and conditions of the contract. The sites to be maintained under the contract include Vitruvian Park (12.2 acres), Surveyor Water Tower Demonstration Garden (1 acre) and the Belt Line Road medians from the North Dallas Tollway, westward to Marsh Lane (1.1 acres).

The scope of services consists of mowing, fertilization, tree pruning, shrub trimming, herbicide applications, fire ant control, mulching, sprinkler repairs and sprinkler adjustments.

This is the same scope of services employed in the Addison Circle District including Addison Circle Park, which is maintained by American Landscape Systems. As a point of reference, the cost of maintaining Addison Circle Park is .081 cents per square foot, while the bid for Vitruvian Park is .067 cents per square foot.

RECOMMENDATION:

Carruthers is currently under contract with the Town for turnkey landscape and irrigation maintenance of the Vitruvian Way center street medians and right-of-way streetscape in front of Savoye I and II, as well as, the Bush Elementary grounds and the Redding Trail extension between the Bush Elementary site and Greenhill School's property.

Their quality of work under this contract has been excellent,

particularly for the Bush Elementary grounds; therefore, staff recommends approval of this contract.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Raise Property Values, Brand Protection and Enhancement

ATTACHMENTS:

Description:

 [Bid Tabulation Form](#)

Type:

Backup Material

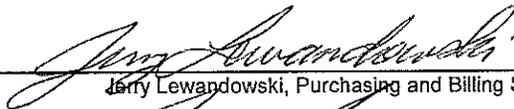
Turnkey Landscape & Irrigation Maintenance

BID NO 13-01

DUE: November 8, 2012

2:00 PM

BIDDER	Signed	Bid Bond	Bid Total
METRO LANDSCAPE MAINTENANCE, INC	✓	✓	79,008.00
WEISZ SELECTION LAWN/LANDSCAPE	✓	✓	58,326.00
CARRUTHERS	✓	✓	45,338.04
AMERICAN LANDSCAPE SYSTEMS	✓	✓	73,800.00
GOOD EARTH LANDSCAPING	✓	✓	69,240.00



 Jerry Lewandowski, Purchasing and Billing Supervisor



 Witness

Council Agenda Item: # R 2e

AGENDA CAPTION:

Award of a contract in the amount of \$39,260 to Paradigm Traffic Systems, Inc for the installation of battery back up systems for nine intersections.

FINANCIAL IMPACT:

Funds are budgeted in the Street's operations budget.

BACKGROUND:

Staff began an initiative two years ago to install battery backup systems in the Town's signal systems. This backup system enables the intersection signals to continue working in the event of power outages. The goal is to install nine systems each year until all 36 signals have the back up batteries. Staff was able to purchase the systems utilizing the City of Plano's contract which is more cost effective. Attached is a map detailing the proposed locations.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Mindful Stewardship of Town Resources

ATTACHMENTS:

Description:

- 📎 [Battery Back up costs](#)
- 📎 [Battery Back up locations](#)

Type:

- Cover Memo
- Cover Memo

(817) 831-9406 ph
(817) 831-9407 fx

PARADIGM

TRAFFIC SYSTEMS, INC.

P.O. Box 5508
Arlington, TX 76005-5508

QUOTATION

TO: Town of Addison
P.O. Box 9010
Addison, TX 75001

RFQ: Plano Contract
BID# 2009-111-C

attn: Brandon Graham

ph: 469-426-9840

fax: 972-450-2837

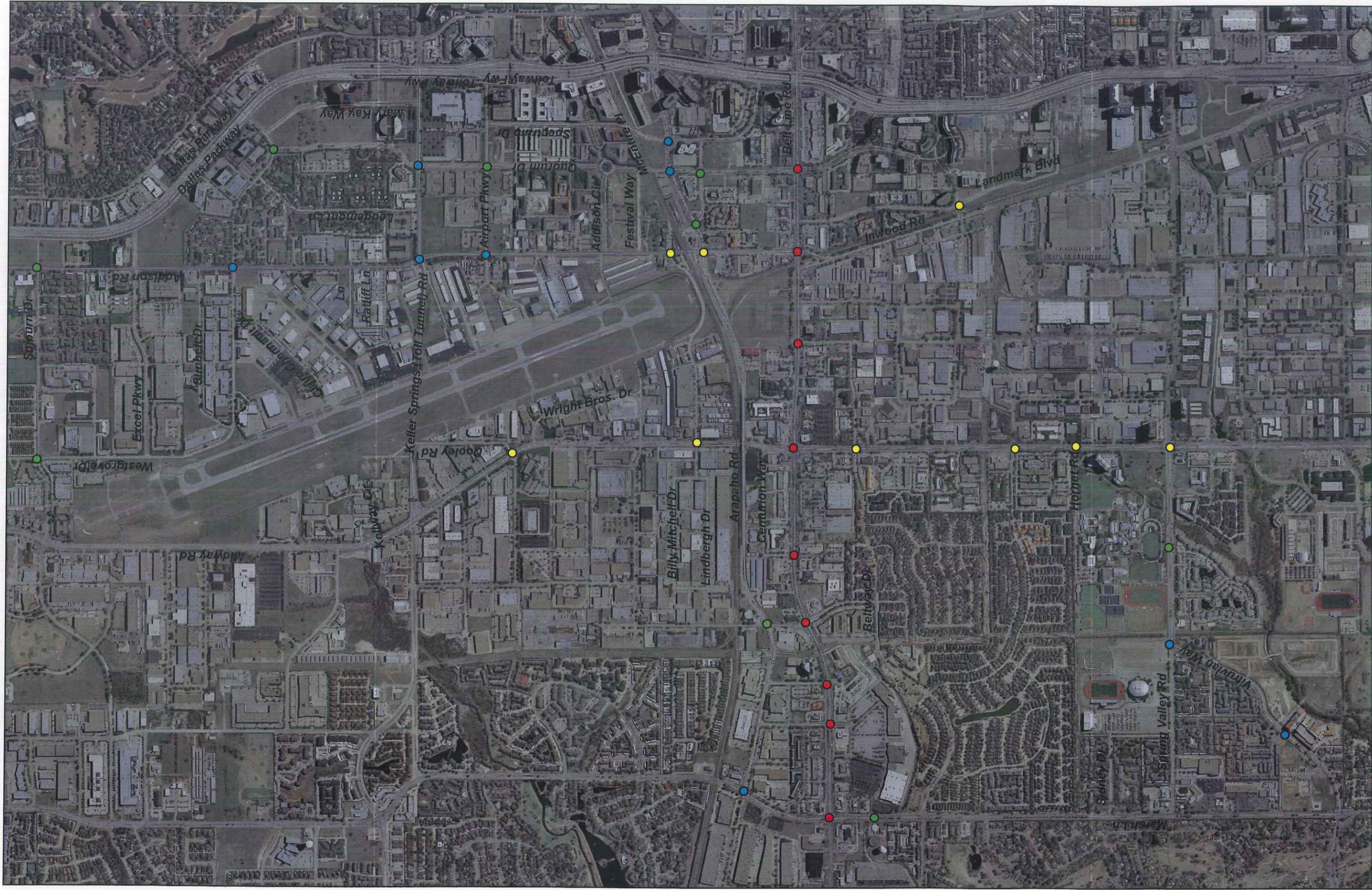
E-mail: bgraham@addisontx.gov

DATE	SLSMN	DELIVERY	FREIGHT	SHIP VIA	F.O.B.	TERMS	QUOTE #
11/5/12	DJ	30-45 Days ARO	PPD & Allowed	Best Way	Destination	Net 30	Q14419DJ
ITEM	QTY	DESCRIPTION				PRICE	TOTAL
1	9	Furnish UPS, 2.0 IVA 120 Volt Single Phase				\$2,290.00	\$20,610.00
2	9	Furnish UPS Cabinet to House UPS, 2.0 IVA 120 Volt Single Phase				\$1,500.00	\$13,500.00
3	9	Installation of UPS Cabinet to House UPS				\$350.00	\$3,150.00
4	8	Adder to Power Coat Alpha S6 Enclosure				\$250.00	\$2,000.00
NOTE: Brandon has requested that one cabinet be plain without Powder Coat.							
						TOTAL	\$39,260.00

Thank you for the opportunity to submit a proposal to you on this equipment. **Please reference this quotation (by QTE number) when placing order.** If you have any questions please call or send a fax to me. This quote is valid for 60 days. Thereafter it is subject to change without notice.

OFFERED BY:

Dan Jaynes
Paradigm Traffic Systems, Inc.
Federal ID# 75-2520341



- 2011 Budget
- 2013 Budget
- 2014 Budget
- 2015 Budget

Traffic Signal Battery Up Locations



Council Agenda Item: # R 2f

AGENDA CAPTION:

Approval authorizing the City Manager to execute a contract with Groves Electric for roadway lighting maintenance.

FINANCIAL IMPACT:

This item is budgeted in the Streets division operations budget.

BACKGROUND:

This contract includes maintenance of the Town's roadway lighting, including bulb and ballast replacements, removal and installation of poles and miscellaneous electric repairs in the following locations: BeltLine Road - from Dallas North Tollway to Marsh Lane; Addison Road - from Belt Line Road to Arapaho Road; Arapaho Road - from Addison Road to Surveyor Boulevard; Spectrum Drive - from Airport Parkway to Morris Avenue; Spring Valley Road- from Vitruvian Way to Woodward Drive; Vitruvian Way - from Spring Valley Road to Marsh Lane.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Infrastructure improvement and maintenance

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R4

AGENDA CAPTION:

Presentation, discussion and consideration of adoption of a stormwater utility fee credit policy.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Infrastructure improvement and maintenance, Promote Sustainability

ATTACHMENTS:

Description:

 [Stormwater Credit Policy](#)

Type:

Cover Memo

Town of Addison

STORMWATER UTILITY FEE CREDIT POLICY

I. Authority and Purpose

The Town of Addison (Town) adopted an ordinance in October 2012 declaring stormwater (drainage) to be a public utility in order to provide a stable and equitable funding source for its stormwater management program. Benefitted properties (as defined in the ordinance) are charged a monthly Stormwater Utility Fee for service based on the amount of impervious area on the property. The Stormwater Utility Fee for a property may be allocated to several utility billing customers or tenants who use only a portion of the property.

The ordinance establishing the Stormwater Utility gives the Town's Director of Public Works (Director, and including the Director's designee) the authority to adjust the Stormwater Utility Fee by granting credits to rate payers who voluntarily use effective stormwater control features and techniques, or Best Management Practices (BMPs), on their property to offset the impacts of stormwater runoff quantity and quality from their property. These credits are applied as a discount to the regular, monthly Stormwater Utility Fee calculated with the current prevailing rate.

The purpose of this Stormwater Utility Fee Credit Policy is to establish the conditions that must be achieved to qualify for Fee credits against the regular, monthly Stormwater Utility Fee, and to establish the administrative procedures for applying the credits to individual properties. This Policy is adopted in accordance with Section 82-268(c) of the Town's Code of Ordinances.

II. Types of Credits

Individual properties may be eligible for credit after construction and implementation and upon continuing maintenance of several possible quantity and quality improvements and BMPs on the property.

The maximum credits available with appropriate documentation and approval by the Director are as follows:

- (1) Mitigation efforts impacting stormwater (drainage) quality are worth up to fifty percent (50%) credit against the [regular, monthly] Stormwater Utility Fee
- (2) Mitigation efforts impacting stormwater (drainage) quantity are worth up to fifty percent (50%) credit against the [regular, monthly] Stormwater Utility Fee

III. Eligibility

Both residential (single family) and non-residential properties are eligible for a Stormwater Utility Fee credit.

IV. Application; Fees for Application

In order to be considered for a credit, a property owner or the owner's authorized agent must submit an application for a Stormwater Utility Fee credit to the Town on a form approved by the Town (see Section XIII, below). No fees are required to submit an application for a Stormwater Utility Fee credit. The cost of administering this Stormwater Utility Fee credit policy (Policy) will be borne solely by the Town through its Stormwater Management Program. The costs of preparing the application for a Stormwater Utility Fee credit shall be borne by the owner of the property.

V. Compliance Reporting; Cost of Compliance Reporting

Once a property is determined by the Town to be eligible for a credit, the owner of that property (or the owner's authorized agent) must each year, in order to retain such eligibility, submit to the Town a self-inspection report (see Section IX, below). The costs of performing compliance activities and preparing and submitting any annual, self-inspection report shall be borne by the owner of the property.

VI. Administration of Policy

This Policy will be administered as follows:

- The Director will be responsible for the overall administration of this Policy. The Director will review (or caused to be reviewed) and determine whether or not to approve applications for the Stormwater Utility Fee credits and, if approved, certify the total amount of credit associated with each application. The Director will annually certify that credits should be extended or terminated each year. If the Director denies an application, the applicant may appeal the denial to the Town Manager (or a person designed by the Town Manager). A determination by the Town Manager (or the designated person) is final.
- The Director will be responsible for administering the credit. This will include reviewing and approving applications, inspections, and annually certifying that credits should be extended or terminated each year.
- The Director will be responsible for amending the stormwater account records to reflect changes in credits.
- The Director will receive and review annual self-inspection reports and conduct independent inspections of stormwater control features (BMPs), as appropriate, to ensure that these facilities are being maintained properly and in accordance with adopted maintenance plans.

VII. Engineering Documentation

Technical information may be required from a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering to establish the impervious area that is served by a particular BMP, as well as to document compliance with the Town's design standards. The Town may require such technical information from a property owner (at the property owner's sole cost and expense) as a condition to receiving and reviewing an application or any other information or report from the property owner.

VIII. Inspections

Upon application for a Stormwater Utility Fee credit (or in connection with an annual self-inspection report (see Section IX, below), the applicant shall grant the Town a right-of-entry to inspect the site that is the subject of the application at any time in order to verify the information submitted and to confirm compliance with applicable program requirements set forth in this Policy. If, after its review or inspection, the Town finds the application (or annual self-inspection report) to be inaccurate or the facility (BMPs) to be out of compliance, the applicant will be notified in writing (Notice) and given up to sixty (60) days to correct the inaccuracy or non-compliance.

Within 60 days following the applicant's receipt of the Notice, the applicant must provide to the Town written documentation and evidence (Notice Response) satisfactory to the Town that the application (or annual self-inspection report) has been corrected and/or that the facility (BMPs) is in compliance with all applicable program requirements. If the inaccuracy in an application (or annual self-inspection report) has not been corrected or the facility (BMPs) are not in compliance as required by the Notice and this Policy (as determined by the Town), or if the property owner fails to provide a Notice Response to the Town within the 60 day period, the Stormwater Utility Fee credit will be suspended on the following utility billing cycle. The credit suspension will remain in effect for six (6) months, after which time the property owner may reapply for the Stormwater Utility Fee credit. The reapplication must include evidence satisfactory to the Town that the inaccuracy in an application (or annual self-inspection report) has been corrected or that the facility (BMPs) has been in compliance with program requirements for at least three (3) months prior to reapplication, and the Town may require any other information that is required in an initial application for Stormwater Utility Fee credits.

IX. Annual Self-inspection Reports

If a property has been given a Stormwater Utility Fee credit pursuant to this Policy, the property owner must submit to the Town an annual self-inspection report for the property. The report must be submitted not earlier than February 1 and not later than March 31 of each year, and must show or document compliance, to the Town's satisfaction, with all program requirements for the preceding calendar year. If the annual self-inspection report is incomplete or is not submitted to the Town by the deadline for reporting, the property shall be considered to be in non-compliance with the Stormwater Utility Fee credit program requirements; and, the Stormwater Utility Fee credit will be suspended. The Stormwater Utility Fee credit suspension will remain in effect for three (3) months and will not be reinstated until the completed annual, self-inspection report is submitted to the Town with

documentation, to the Town's satisfaction, that the program is being implemented as intended.

X. Stormwater Utility Fee Credits Related to Stormwater Quantity Improvements

Stormwater (drainage) **quantity** Fee credits may be applicable if the improvements (BMPs) on a property reduce the impact of the stormwater discharge rate from the property.

A. Reduced Discharge Credit

A Stormwater Utility Fee credit of up to 50% may be applicable for a detention facility that reduces the stormwater discharge rate from a property during a 100-year, 24-hour rainfall event. The detention facility must reduce the stormwater discharge rate by an amount greater than the requirement that is stipulated for development or redevelopment of the property as determined by the Town's then applicable Drainage Criteria manual and related policies. The stormwater discharge volume reduction must be documented in a drainage study and/or by design plans sealed by a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering and submitted to the Town. Detention that is required for compliance with rules or regulations which prohibit an increase in the stormwater discharge rates that adversely impact downstream infrastructure and properties will not qualify for a reduced discharge credit. However, these situations will be reviewed individually, based on documentation submitted by the applicant and in accordance with the Town's adopted policies.

B. Zero Discharge Credit

A credit of 50% against a Stormwater Utility Fee will be given for impervious areas which drain to a retention pond that is designed and operated to contain runoff from a 100-year, 24-hour rainfall event without discharge. This credit is intended for those situations where rainwater runoff is stored for later re-use. The non-discharge must be documented in a drainage study and/or by design plans sealed by a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering and submitted to the Town.

XI. Stormwater Utility Fee Credits Related to Stormwater Quality Improvements and Activities

(50% Maximum Stormwater Utility Fee Credit)

Stormwater (drainage) **quality** fee credits may be applicable if the improvements (BMPs) on a property improve the water quality of the stormwater runoff from the property.

A. Industrial Facility Permit Compliance Credit

Industrial facilities within the Town that are required by the Texas Commission on Environmental Quality (TCEQ) to obtain coverage under:

1. a Multi-Sector General Permit (TXR050000) for stormwater discharge,
2. an applicable stormwater general permit (TXR1110000, TXG340000), or
3. an individual facility permit

(each such permit being an Industrial Facility Permit or Permit) may be eligible for a 5% credit against the Town's Stormwater Utility Fee.

The Industrial Facility Permit compliance fee credit is available for participation in a voluntary, self-assessed reporting system.

- The industrial facility must be consistently in compliance with all Permit requirements;
- Stormwater quality testing results must be consistently at or below benchmark levels or effluent limits during each sampling event. For results that exceed benchmarks or effluent limits, appropriate actions, documented in the Stormwater Pollution Prevention Plan that is applicable to the property which is the subject of an application for a Stormwater Utility Fee credit, must be taken to reduce pollutant discharges. Continued elevated levels of pollutant discharges may result in suspension from the Stormwater Utility Fee credit program;
- Copies of stormwater quality test results must be submitted to the Town;
- A copy of the facility's annual compliance inspection report required by the Permit must be submitted to the Town; and
- A copy of the facility's Stormwater Pollution Prevention Plan required by the Permit must be submitted to the Town.

Facilities with a No Exposure Certification (NEC) are also eligible for the Industrial Facility Permit Compliance credit if compliance with all NEC requirements are maintained.

B. Channel Erosion Protection Credit

A 5% Stormwater Utility Fee credit may be given for impervious areas draining into detention basins and retention facilities designed to control the one-year frequency rainfall event over 24 hours to mitigate increases in the stormwater discharge rate due to development or redevelopment. The purpose of this type of control is to reduce the erosive impact of increased flows and velocities on drainage channels with a natural, vegetative cover. The reduction in erosive impacts must be documented in a drainage

study and/or by design plans sealed by a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering and submitted to the Town.

The owner of the property on which the stormwater facility is located must submit to the Town an annual, self-inspection report (applicable to the preceding year) not earlier than February 1 and not later than March 31 each year in order to document that the required maintenance is being provided. If the report fails to document that the required maintenance is being provided, or if the property owner fails to timely file the report, the Town may suspend the credit.

C. Inlet Trash Collection

A 5% credit will be given for impervious areas draining to inlets that are designed and operated to collect litter and sediment for minor flows of less than one-year storm frequency. Approval must be obtained for the specific design of the facility, including the manufacturer's recommended maintenance procedures and frequency of maintenance.

The owner of the property on which the stormwater facility is located must submit to the Town an annual, self-inspection report (applicable to the preceding year) not earlier than February 1 and not later than March 31 each year in order to document that the required maintenance is being provided. If the report fails to document that the required maintenance is being provided, or if the property owner fails to timely file the report, the Town may suspend the credit.

D. Parking Lot Sweeping

A 5% Stormwater Utility Fee credit will be given for parking lots which are vacuum swept at least once per week.

The owner of the property must submit an annual, self-inspection report not earlier than February 1 and not later than March 31 in order to document coverage and sweeping frequency. If the report fails to document coverage and sweeping frequency, or if the property owner fails to timely file the report, the Town may suspend the credit.

E. Water Quality Treatment (BMPs)

Stormwater quality controls such as those included in (Table 3.6) of the North Central Texas Council of Government's (NCTCOG's) Site Development and Construction Manual may be eligible for a Stormwater Utility Fee credit. The effectiveness of the control feature will be defined by the TSS/Sediment Removal Rate factor documented in Table 3.6, or as documented in a drainage study and/or by design plans for the specific site and sealed by a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering (which study and/or plans must be submitted to the Town).

For example, the stormwater quality effectiveness factor for a “dry detention pond” is defined in Table 3.6 is 0.65. A Stormwater Utility Fee credit for stormwater quality improvement related to a dry detention pond will be calculated as 0.65 times 50% = 33% of the applicable Stormwater Utility Fee for the impervious area that drains to the dry detention pond on the property.

F. Other Stormwater Quality Controls

Additional stormwater quality controls may be eligible for a Stormwater Utility Fee credit. The effectiveness of the control feature must be documented in a study and/or by design plans sealed by a Professional Engineer licensed to practice in the State of Texas and qualified in Civil Engineering, and such study and/or plans must be submitted to the Town.

G. Student Education at a School

A 10% Stormwater Utility Fee credit will be given for impervious areas contained within public or private educational facilities for K-12 grades, where an average of one hour per student of age appropriate stormwater related teaching is provided each year. Eligible topics include flood protection, public safety, and environmental stewardship related to stormwater runoff. The curriculum materials are subject to approval by the Town. Annual self-reporting by March 31 will be required.

XII. Application for Credits

All applicants must complete the attached Application for a Stormwater Utility Fee credit.

Industrial facilities applying for the Industrial Permit Compliance credit must also complete the Supplemental Industrial Permit Information form. All required attachments indicated in the forms or specified above must be included for the application to be considered complete.

The initial review of the Stormwater Utility Fee Credit Application will be completed within sixty (60) days of the Town’s receipt of the fully completed application form and the required documentation (as determined by the Town). The Application form will be checked by the Town for completeness and accuracy prior to it being considered filed with the Town. If deficiencies are found during the review, a deficiency letter will be sent to the applicant's contact person. Upon the applicant’s correction of all deficiencies, such as receipt of required additional information, the Town’s review will resume and be completed within sixty (60) days after the Town’s receipt of the corrected deficiencies (e.g., the receipt of additional information).

For the Industrial Permit Compliance credit and certain other credits, an inspection may be

required. Where this is required, a Town inspector will contact the applicant to schedule an initial facility inspection to establish current compliance status, discuss any deficiencies that require correction, and schedule a follow-up inspection if necessary.

Upon initial qualification for the Stormwater Utility Fee credit, a letter will be sent to the applicant notifying them of approval of the credit. The Stormwater Utility Fee reduction will be applied on the next regular utility billing cycle and may be prorated for the first month after the fee credit is applied.

This Policy, and all matters related hereto, are subject to modification by the Director, and the Policy in effect at the time an application, report, document, or other information is submitted to the Town shall control the review and processing of, and implementation of the Policy in connection with, such application, report, document, or other information.

Draft

NCTCOG iSWM Design Manual
Table 3.6

BEST MANAGEMENT PRACTICE (BMP)	AVERAGE POLLUTANT REMOVAL EFFICIENCY
OIL-GRIT SEPARATOR	0.10
GRASS CHANNEL	0.25
FILTER STRIP	0.27
ENHANCED WET SWALE	0.34
POROUS CONCRETE WITH INFILTRATION	0.35
GREEN ROOF	0.43
DRY DETENTION POND	0.44
ENHANCED DRY SWALE	0.45
STORM WATER WETLAND	0.47
SAND FILTER	0.49
STORM WATER POND	0.49
UNDERGROUND SAND FILTER	0.49
MODULAR POROUS PAVEMENT WITH INFILTRATION	0.50
SUBMERGED GRAVEL WETLAND	0.54
BIORETENTION AREA	0.55
PLANTER BOX	0.58
ORGANIC FILTER	0.61
DOWNSPOUT DRYWELL	0.76
INFILTRATION TRENCH	0.76
SOAKAGE TRENCH	0.76
ALUM TREATMENT	0.77

Council Agenda Item: #R5

AGENDA CAPTION:

Update regarding the consultant selection process for future bond and miscellaneous capital projects.

FINANCIAL IMPACT:

Funds are budgeted for the various projects.

BACKGROUND:

Staff will update Council on the consultant selection process.

RECOMMENDATION:

No action necessary.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Infrastructure improvement and maintenance, Implement bond propositions

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #ES1

AGENDA CAPTION:

Closed (executive) session of the City Council, pursuant to Section 551.071 of the Texas Government Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) regarding certain pending litigation, to wit: *Town of Addison, Texas v. North Texas Contracting, Inc.*, Cause No. 12-6525-C, 68th Judicial District Court, Dallas County, Texas.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R3

AGENDA CAPTION:

Discussion and consideration of any action regarding certain pending litigation, to wit: *Town of Addison, Texas v. North Texas Contracting, Inc.*, Cause No. 12-6525-C, 68th Judicial District Court, Dallas County, Texas.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available