



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

JANUARY 8, 2013

TOWN HALL

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

WORK SESSION

Item
#WS1 - Discussion and update regarding staffing of the Town of Addison's Finance and Special Events Departments.

Item
#WS2 - Discussion regarding the 60th Anniversary of the Town of Addison's incorporation.

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 December 11, 2012 Regular Council Meeting.

#2b- Approval of final payment to Perfect Finish Landscaping totaling \$5,405.45 for completion of the Surveyor Water Tower Demonstration Garden landscape and irrigation improvements.

Item #R3 FINAL PLAT/MHS South Addition, Lot 1, Block B and Lot 2R, Block A (Revised). Discussion and consideration of approval of a final plat for two lots: Lot 1, Block B – 2.411 acres, and Lot 2R, Block A – 2.443 acres, being a replat of Lot 2, Block A, MHS Addition, located at the northeast and southeast corners of Addison Road and Sojourn Drive, on application from MHSS Addition, LP, represented by Mr. David Kochalka of Kimley-Horn and Associates, Inc.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to recommend approval of the request for Final Plat approval for MHS South Addition, Lot 1, Block B and Lot 2R, Block A, subject to no conditions:

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver,

Wheeler

Voting Nay: none

Absent: Stockard

Attachment(s):

1. revised docket map, staff report, and commission findings

Recommendation:

Administration recommends approval.

Item #R4 **PUBLIC HEARING** Case 1660-SUP/Chaucer's Restaurant.

-

Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 5080 Spectrum Drive, Suite #W-111, which property is currently zoned Planned Development 083-007, by approving for that property an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only in order to expand a patio at an existing restaurant, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 5080 Spectrum Drive, Suite #W-111, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build,

subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

Attachment(s):

1. docket map, staff report, commission findings

Recommendation:

Administration recommends approval.

Item #R5 **PUBLIC HEARING** Case 1661-SUP/Addison Ice House.

-

Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 3875 Ponte Avenue, Suite 250, which property is currently zoned PD-Planned Development through Ordinance 007-034, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from the Addison Ice House, represented by Mr. Duncan Kim of Bear Design-Build.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving a Special Use Permit for a restaurant, and a Special Use

Permit for the sale of alcoholic beverages for on-premises consumption, located at 3875 Ponte Avenue, Suite 250, on application from Duncan Kim of Bear Design-Build, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

Attachment(s):

1. docket map, staff report, and commission findings

Recommendation:

Administration recommends approval.

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 V, Prohibited Signs, Sec. 62-270 Outline and skeleton lighting, at the Chili's restaurant located at 4500 Belt Line Rd. in order to provide for LED luminaries that outline the elements of the building facade.

Attachment(s):

1. CHILI'S ME APPLICATION AND DRAWINGS

Recommendation:

Staff recommends denial.

Item #R7 Public hearing, discussion, and consideration of approval
- of a Resolution regarding a negotiated resolution between the Steering Committee of Cities Served By Oncor and Oncor Electric Delivery Company; determining that certain positions taken by Oncor regarding the costs to relocate utility facilities are incorrect and are without legal or factual basis; providing that the costs incurred by Oncor to relocate its utility facilities to accommodate a municipal/ governmental right-of-way construction project are Oncor's responsibility.

Attachment(s):

1. Draft Resolution

Recommendation:

Staff recommends approval.

Item #R8 Presentation, discussion and consideration of approval
- authorizing the City Manager to execute an amendment to the Project Supplemental Agreement to the Master Agreement with Dallas County governing Major Capital Transportation Improvement Projects.

Attachment(s):

1. Project Supplemental Agreement
2. DRAFT Amendment to the Project Supplemental Agreement

Recommendation:

Staff recommends approval.

Item #R9 Presentation and discussion of the Department of Financial
- & Strategic Services Quarterly Financial Review of the Town for the quarter and year-to-date ended September 30, 2012.

Attachment(s):

1. Quarterly Financial Review - Q4

Item #R10 - Discussion and update regarding the Town of Addison P3 process.

Attachment(s):

1. FY2013 P3 Project Updates - First Quarter

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 #R11 - 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, 1/4/2013, 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: #WS9

AGENDA CAPTION:

Discussion and update regarding staffing of the Town of Addison's Finance and Special Events Departments.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

n/a

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Continue to attract, hire, develop, and retain great employees, Identify opportunities for improved governance

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #WS10

AGENDA CAPTION:

Discussion regarding the 60th Anniversary of the Town of Addison's incorporation.

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 December 11, 2012 Regular Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

 [December 11 Minutes](#)

Type:

Backup Material

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

December 11, 2012

6:00 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 proposed restructuring of WorldFest.

Item #WS2 - Discussion regarding non-profit funding application and evaluation process.

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL REGULAR MEETING

December 11, 2012

6:00 PM - Town Hall

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

Matt McCombs, 12/7/2012, 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 November 27, 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 Contract for Services with Shakespeare Dallas for the Town's sponsorship of Shakespeare in the park in Addison Circle Park annually in October 2013 and 2014.

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 the purchase of (15) 2013 Chevrolet Police Package Tahoe SUV's, (1) 2013 Chevrolet 190; Ton Fire Battalion Command Vehicle and (1) 2013 190; Ton Service Body Truck under the Town's Inter-local Agreement with the Texas Local Government Purchasing Cooperative, known as BuyBoard, in the amount of \$499,159.00.

Item was pulled by Mayor Meier for clarification. Mark Acevedo, Director of General Services, spoke regarding this item.

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

#2d - Approval authorizing the city manager to execute the revised Dallas County Community College District and Town of Addison Agreement for Paramedic Internships.

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

#2e - Approval of a resolution that authorizes the Town to designate

representatives that can transact business with the TexPool local government investment pool.

Item was pulled for clarification by Mayor Meier. Eric Cannon, Chief Financial Officer, spoke regarding this item.

A motion to Approve was made by Mayor Todd Meier.

The motion was seconded by Council Member Blake Clemens.

The motion result was: Passed

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

Voting Nay: None

#2f - Approval of a resolution declaring the Town's support of proposed legislation that would authorize the creation of the Cotton Belt Rail Improvement District.

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 #R3 - Presentation, discussion and consideration of approval of members to the Board of Zoning Adjustment.

Mayor Todd Meier nominated Mary Carpenter.

Councilmember Janelle Moore nominated Gary Lorenz.

Council Member Neil Resnik nominated Tracy Heatherington.

Council Member Chris DeFrancisco nominated Lori Ward.

A motion to Approve was made by Mayor Todd Meier.

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 #R4 - PUBLIC HEARING. Case 1658-SUP/Vernon's Grille.

Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 5290 Belt Line Road, Suite 142, which property is currently zoned LR – Local Retail, by approving for that property an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only in order to add a patio to an existing restaurant, on application from Vernon's Grill, represented by Mr. Christopher Myrick.

COMMISSION FINDINGS: The Addison Planning and Zoning Commission, meeting in regular session on November 15, 2012, voted to approve the request for approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 5290 Belt Line Road, Suite 142, on application from Vernon's Grille, represented by Mr. Christopher Myrick, subject to the following condition: -The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs. Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler Voting Nay: none Absent: none

Carmen Moran, Director of Development Services, 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 - PUBLIC HEARING. Case 1659-SUP/The Break. Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 3870 Ponte Avenue, Suite 150, which property is currently zoned PD – Planned Development through Ordinance 007-034, by approving for that property a Special use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from The Break, represented by Mr. Scott P. Tallis of Break Management Group LLC. COMMISSION FINDINGS: The Addison Planning and Zoning Commission, meeting in regular session on November 15, 2012, voted to approve the request for approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 3870 Ponte Avenue, Suite 150, on application from the Break, represented by Mr. Scott P. Tallis of Break Management Group, LLC, subject to the following condition:-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs. Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler Voting Nay: none Absent: none

Carmen Moran, Director of Development Services, presented and spoke regarding this item.

A motion to Approve was made by Council Member Neil Resnik. The motion was seconded by Council Member Blake Clemens. 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 to re-appoint Larry Dwight as presiding municipal judge and an ordinance to re-appoint U.H. (Woody) Specht as alternate

municipal judge to the Addison Municipal Court of Record, and of agreements for services with each of the said judges.

Ron Whitehead, City Manager, spoke regarding this item.

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

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 #R7 - Discussion and consideration of approval authorizing the City Manager to execute a change order with Landmark Structures to provide and install a roof-mounted crane system; to enhance the support system of the roof mounted wind energy system to incorporate multiple redundant load paths; to address ADA and Fire Safety issues and to provide a new date of April 30,2013 for substantial completion and July 31, 2013 for final completion.

Lea Dunn, Deputy City Manager, and Ron King, Freese and Nichols, presented and spoke regarding this item.

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

The motion was seconded by Council Member Blake Clemens.

The motion result was: Passed

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

Voting Nay: None

Item #R8 - Presentation and discussion regarding Town records and their management, and discussion and consideration of an Ordinance amending various provisions of Division 1, Article V (Records Management) of Chapter 2 of the Code of Ordinances regarding

management of Town records.

Matt McCombs, Assistant to the City Manager, presented and 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 a rejection of all bids for Bid 13-03: Purchase of HVAC equipment.

Mark Acevedo, Director of General Services, presented and 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, Meier, Moore, Resnik

Voting Nay: None

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 was not needed and was pulled from the agenda.

There was no action taken.

Item #R10 - 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.

Item was not needed and was pulled from the agenda.

There was no action taken.

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

Council Agenda Item: # R 2b

AGENDA CAPTION:

Approval of final payment to Perfect Finish Landscaping totaling \$5,405.45 for completion of the Surveyor Water Tower Demonstration Garden landscape and irrigation improvements.

FINANCIAL IMPACT:

A construction cost summary is attached. The project was funded from Parks Capital Improvement Funds, and from a matching contribution from the Addison Arbor Foundation.

BACKGROUND:

The Addison Arbor Foundation (AAF) and Town staff collaborated to create a sustainable landscape design to complement the new water tower wind turbine theme. The AAF hired TBG Partners Landscape Architects to develop the design highlighting use of drought tolerant native plants and organic landscape gardening methods.

RECOMMENDATION:

This is the first time the Town used Perfect Finish on a landscape project, and they did excellent work. Staff recommends approval.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Maintain and enhance our unique culture of creativity and innovation, Promote Sustainability

ATTACHMENTS:

Description:

 [Construction Cost Summary](#)

Type:

Backup Material

Surveyor Road Water Tower Demonstration Garden

Construction Cost Summary

Perfect Finish Landscape/Irrigation Contract	\$105,855.00
Perfect Finish Change Orders	<u>\$2,254.50</u>
Final Construction Cost	\$108,109.50

Project Cost Summary

Town's Project Contribution	\$77,254.50	Hardscape Elements, Benches, Drinking Fountain, Paving and Signage
Addison Arbor Foundation's Contribution	<u>\$56,690.00</u>	Design, Trees, Shrubs, Grass, and Irrigation
Total Design and Construction Cost	\$133,944.50	
Available Project Funds	\$150,000.00	

Council Agenda Item: #R3

AGENDA CAPTION:

FINAL PLAT/MHS South Addition, Lot 1, Block B and Lot 2R, Block A (Revised). Discussion and consideration of approval of a final plat for two lots: Lot 1, Block B – 2.411 acres, and Lot 2R, Block A – 2.443 acres, being a replat of Lot 2, Block A, MHS Addition, located at the northeast and southeast corners of Addison Road and Sojourn Drive, on application from MHSS Addition, LP, represented by Mr. David Kochalka of Kimley-Horn and Associates, Inc.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to recommend approval of the request for Final Plat approval for MHS South Addition, Lot 1, Block B and Lot 2R, Block A, subject to no conditions:

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

FINANCIAL IMPACT:

NA

BACKGROUND:

NA

RECOMMENDATION:

Administration recommends approval.

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

 [revised docket map, staff report, and commission findings](#)

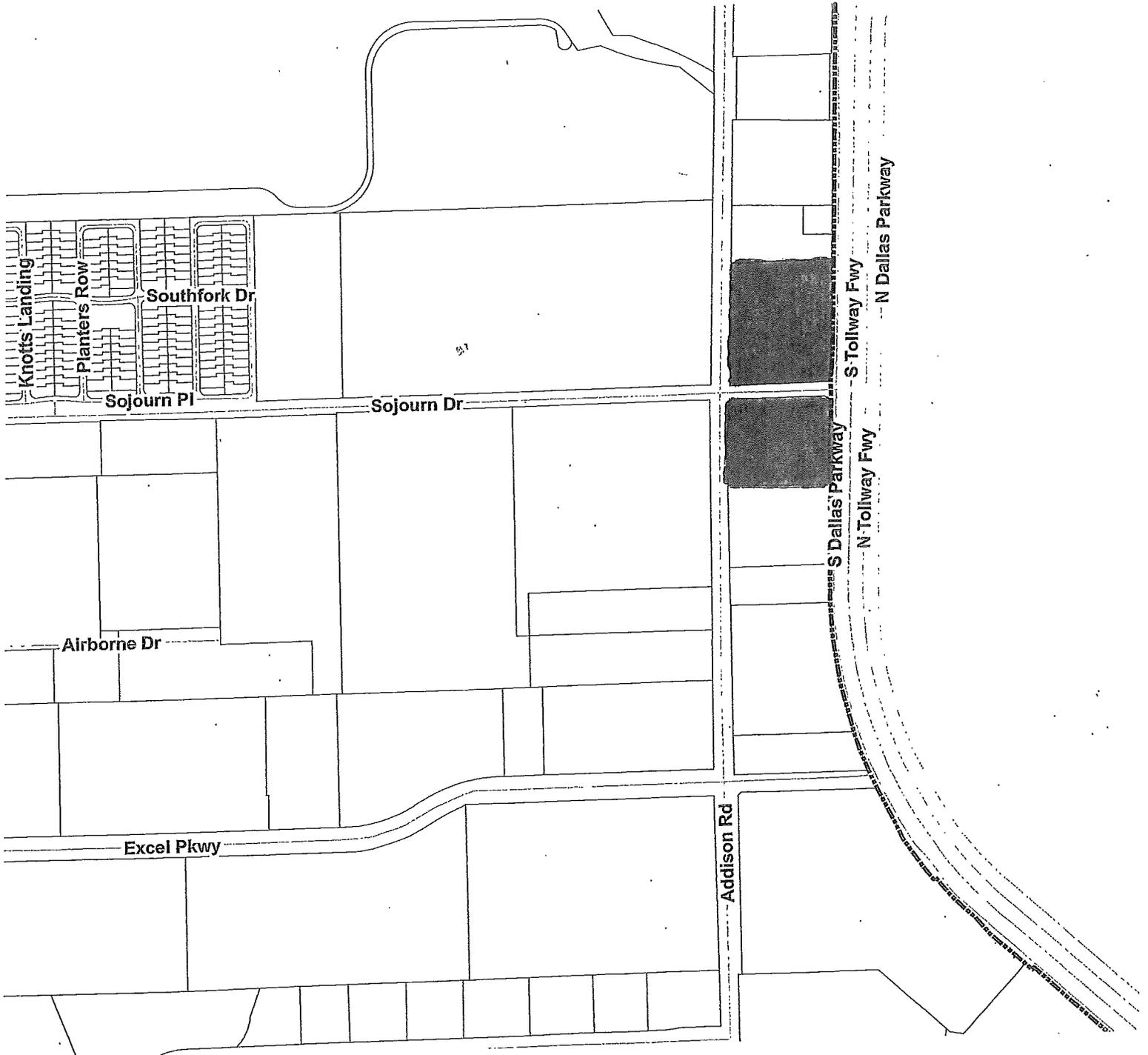
Type:

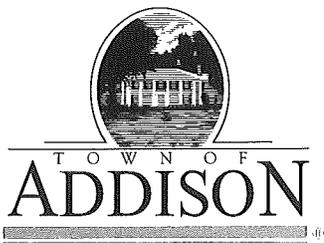
Backup Material

FINAL PLAT/MHS South Addition, Lot 1, Block B, and Lot 2R, Block A (Revised)

FINAL PLAT/MHS South Addition, Lot 1, Block B, and Lot 2R, Block A (Revised).

Requesting approval of a final plat for two lots: Lot 1, Block B – 2.411 acres, and Lot 2R, Block A – 2.443 acres, being a replat of Lot 2, Block A, MHS Addition, located at the northeast and southeast corners of Addison Road and Sojourn Drive, on application from MHSS Addition, LP, represented by Mr. David Kochalka of Kimley-Horn and Associates, Inc.





December 3, 2012

STAFF REPORT

RE: FINAL PLAT/MHS South Addition, Lot 1 Block B, Lot 2R, Block A (Revised)

LOCATION: Two lots: Lot 1, Block B – 2.411 Acres, and Lot 2R, Block A – 2.443 acres, being a replat of Lot 2, Block A, MHS Addition, located on the northeast and southeast corners of Addison Road and Sojourn Drive ,

REQUEST: Approval of a final plat

APPLICANT: MHSS Addison, LP, represented by Mr. David Kochalka of Kimley-Horn and Associates, Inc.

DISCUSSION:

Background. This plat was originally approved by the Addison City Council in July of 2012. However, the plat was never recorded. During the construction process, the Town worked with the developer to re-pave Sojourn Drive, and during that process, the Town decided to replace and relocate a water line, which required an easement off of the north and east sides of Lot 1, Block B. Since the plat had not been recorded, the staff worked with the applicant to revise the plat to include the easements.

A change of zoning and a Special Use Permit for on this site were approved by the City Council on April 14, 2009. The site was platted in June of 2009, and a portion was replatted in 2010 when the owners needed to replat the property in order to refinance and define the hospital and parking associated with it as being on a separate lot from the rest of the tract. This plat also plats the southern lot, across Sojourn Drive to the south, which has not been platted before.

Public Works Review. The Public Works Department has reviewed the proposed final plat, and finds that it meets the requirements of the Subdivision Ordinance.

RECOMMENDATION:

Staff recommends approval of the final plat for MHS Addition, Lot 1 Block B, and Lot 2R, Block A, subject to no conditions.

Respectfully submitted,

A handwritten signature in black ink that reads "CARMORAN". The letters are stylized and somewhat cursive.

Carmen Moran
Director of Development Services

FINAL PLAT/MHS South Addition, Lot 1, Block B, and Lot 2R, Block A (Revised)
December 14, 2012

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to recommend approval of the request for Final Plat approval for MHS South Addition, Lot 1, Block B and Lot 2R, Block A, subject to no conditions:

Voting Aye: Angell, Doherty, Groce, Hewitt, Hughes, Wheeler
Voting Nay: none
Absent: Stockard

Carmen Moran

From: Jenny Prazak [JPRAZAK@cobbfendley.com]
Sent: Thursday, November 08, 2012 2:17 PM
To: Carmen Moran
Cc: Ted Sugg
Subject: FW: MOB Plat review
Attachments: 11-07-12 069306200-MHS Final Plat.pdf

Carmen,

This plat looks good. They made the changes in the comments and it matches what was in the plans.

Thanks

Jenny Prazak, P.E.

jprazak@cobbfendley.com

Cobb, Fendley & Associates, Inc.

TBPE Firm Registration No.274

6801 Gaylord Parkway, Suite 302 | Frisco, TX 75034

Phone: (972) 335-3214 | Fax: (972) 335-3202 | www.cobbfendley.com

From: david.kochalka@kimley-horn.com [mailto:david.kochalka@kimley-horn.com]

Sent: Wednesday, November 07, 2012 1:41 PM

To: Jenny Prazak

Cc: cmoran@addisontx.gov

Subject: RE: MOB Plat review

Try this one.

Thanks,
David Kochalka
Kimley-Horn & Associates
214-402-5657

Jenny Prazak <JPRAZAK@cobbfendley.com> wrote:

Dave,

I can't open the file. I'm getting the message below. Can you re-send, please? Thanks,

Council Agenda Item: #R4

AGENDA CAPTION:

PUBLIC HEARING Case 1660-SUP/Chaucer's Restaurant. Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 5080 Spectrum Drive, Suite #W-111, which property is currently zoned Planned Development 083-007, by approving for that property an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only in order to expand a patio at an existing restaurant, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 5080 Spectrum Drive, Suite #W-111, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

FINANCIAL IMPACT:

NA

BACKGROUND:

NA

RECOMMENDATION:

Administration recommends approval.

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

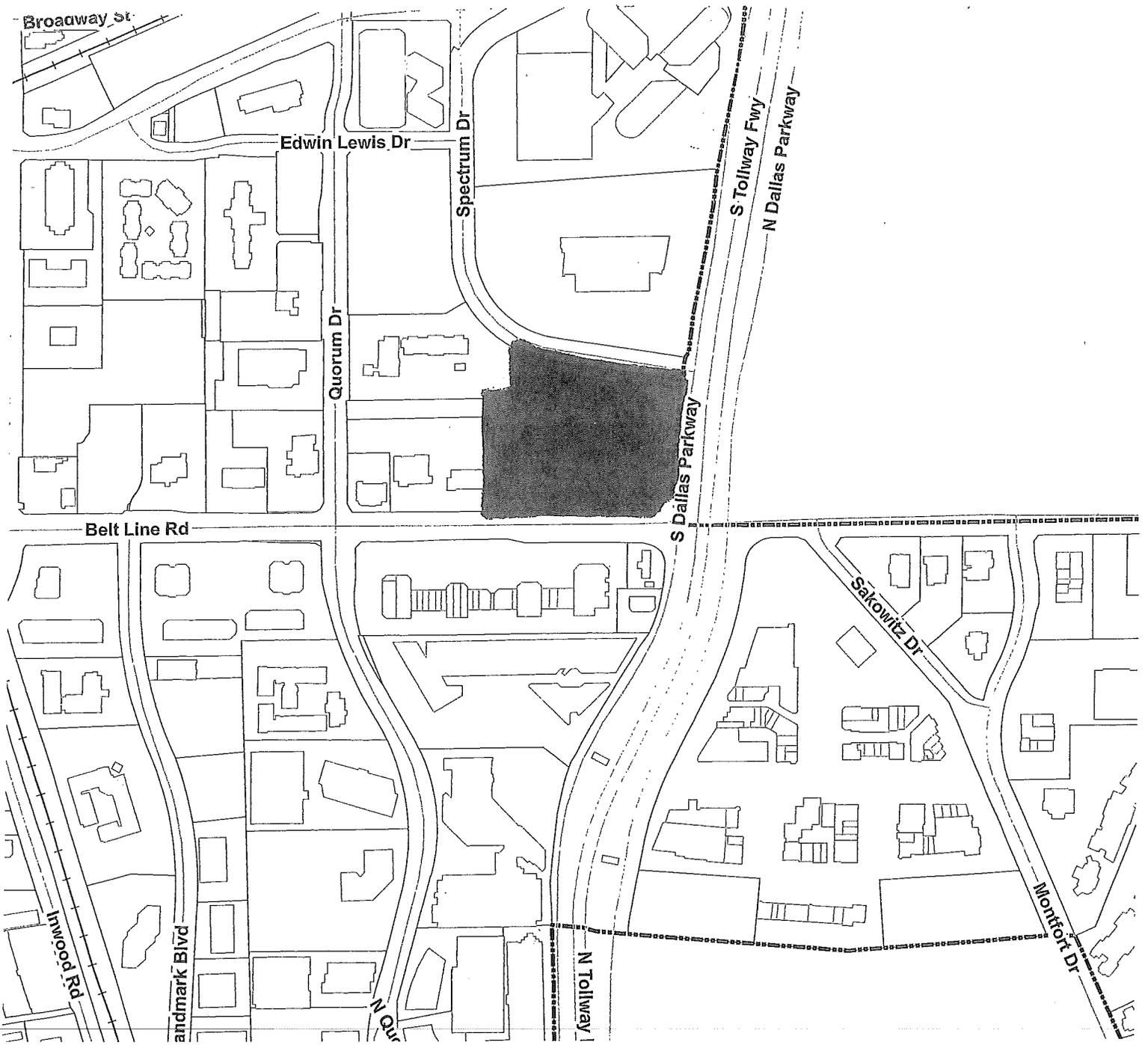
 [docket map, staff report, commission findings](#)

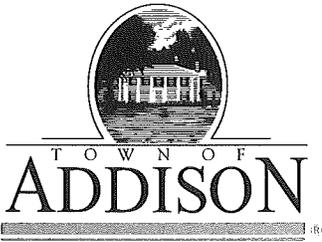
Type:

Backup Material

1660-SUP

PUBLIC HEARING Case 1660-SUP/Chaucer's Restaurant. Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 5080 Spectrum Drive, Suite #W-111, which property is currently zoned Planned Development 083-007, by approving for that property an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only in order to expand a patio at an existing restaurant, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build.





December 4, 2012

STAFF REPORT

RE: Case 1660-SUP/Chaucer's

LOCATION: 5080 Spectrum Drive, Suite #W-111

REQUEST: Approval of an amendment to an existing Special Use Permit for a restaurant, and an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption

APPLICANT: Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design -Build

DISCUSSION:

Background. This request covers a lease space in the Spectrum Center, a multi-story office building at the northwest corner of Belt Line Road and Dallas Parkway. The Spectrum Center is zoned PD – Planned Development through Ordinance 083-007, approved on February 22, 1983. The Spectrum Center was originally built in a C-1, Commercial-1 zoning district, but was rezoned to Planned Development after it was constructed to allow restaurants and the sale of alcoholic beverages for on-premises consumption on the property. The zoning allows for 20,000 square feet of restaurant uses. At various times, there have been two to three restaurants in the project, but at present, Chaucer's is the only restaurant in Spectrum Center. It contains 8,082 square feet, including the existing patio.

The Chaucer's space was originally developed as a Fuddrucker's Restaurant (Ordinance 086-033). It was later converted to a Frank's International Steak House (002-017). In 2003, Chaucer's Restaurant remodeled and took over the space. The Special Use Permit for Chaucer's was approved on May 27, 2003 through Ordinance 003-013. Chaucer's has been in continuous operation in this location since 2003.

Proposed Plan. The plans indicate a 471 square foot patio will be added to the existing 1,248 square-foot patio on the front (south side) of the restaurant space. The patio

addition will be enclosed with a 34-inch tall metal railing, and overhead metal trellis to match the existing patio.

The proposed patio extension will tie into an existing sidewalk that is higher in elevation than the existing patio. The proposed patio will be excavated to the same level as the existing patio, and bordered with a 10" x 30" high retaining wall, and a sloped ramp will be provided to allow handicapped accessibility to the new patio.

Landscaping. The patio will be installed over a turf area with four existing Yaupon Holly trees. Yaupon Hollies are "ornamental trees" and are not regulated as closely as shade trees and specimen trees. Slade Strickland has reviewed the plan, and is fine with the applicant relocating the trees to the location shown on the east end of the patio. Since they are ornamental trees, Slade noted that the ordinance does not require they be relocated. The site will still maintain 20% landscaping after the turf area is removed.

Parking. This center provides parking within the underground parking structure beneath the Spectrum building. Since the center is a mixed-use development, the parking ratio is one space per 100 square feet. The restaurant, with the patio addition, required 86 parking spaces. There are currently spaces designated for restaurant use only in the underground garage, and if needed, the restaurant can use the additional spaces in the garage. There is sufficient parking for this patio addition.

RECOMMENDATION:

Staff recommends approval of the request for the amendment to an existing Special Use Permit for a restaurant, and an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, in order to provide for a patio, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Respectfully submitted,



Carmen Moran
Director of Development Services

Case 1660-SUP/Chaucer's Restaurant
December 14, 2012

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, and an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 5080 Spectrum Drive, Suite #W-111, on application from Chaucer's Restaurant, represented by Mr. Duncan Kim of Bear Design-Build, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler
Voting Nay: none
Absent: Stockard

Council Agenda Item: #R5

AGENDA CAPTION:

PUBLIC HEARING Case 1661-SUP/Addison Ice House. Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 3875 Ponte Avenue, Suite 250, which property is currently zoned PD-Planned Development through Ordinance 007-034, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from the Addison Ice House, represented by Mr. Duncan Kim of Bear Design-Build.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving a Special Use Permit for a restaurant, and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 3875 Ponte Avenue, Suite 250, on application from Duncan Kim of Bear Design-Build, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

FINANCIAL IMPACT:

NA

BACKGROUND:

NA

RECOMMENDATION:

Administration recommends approval.

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

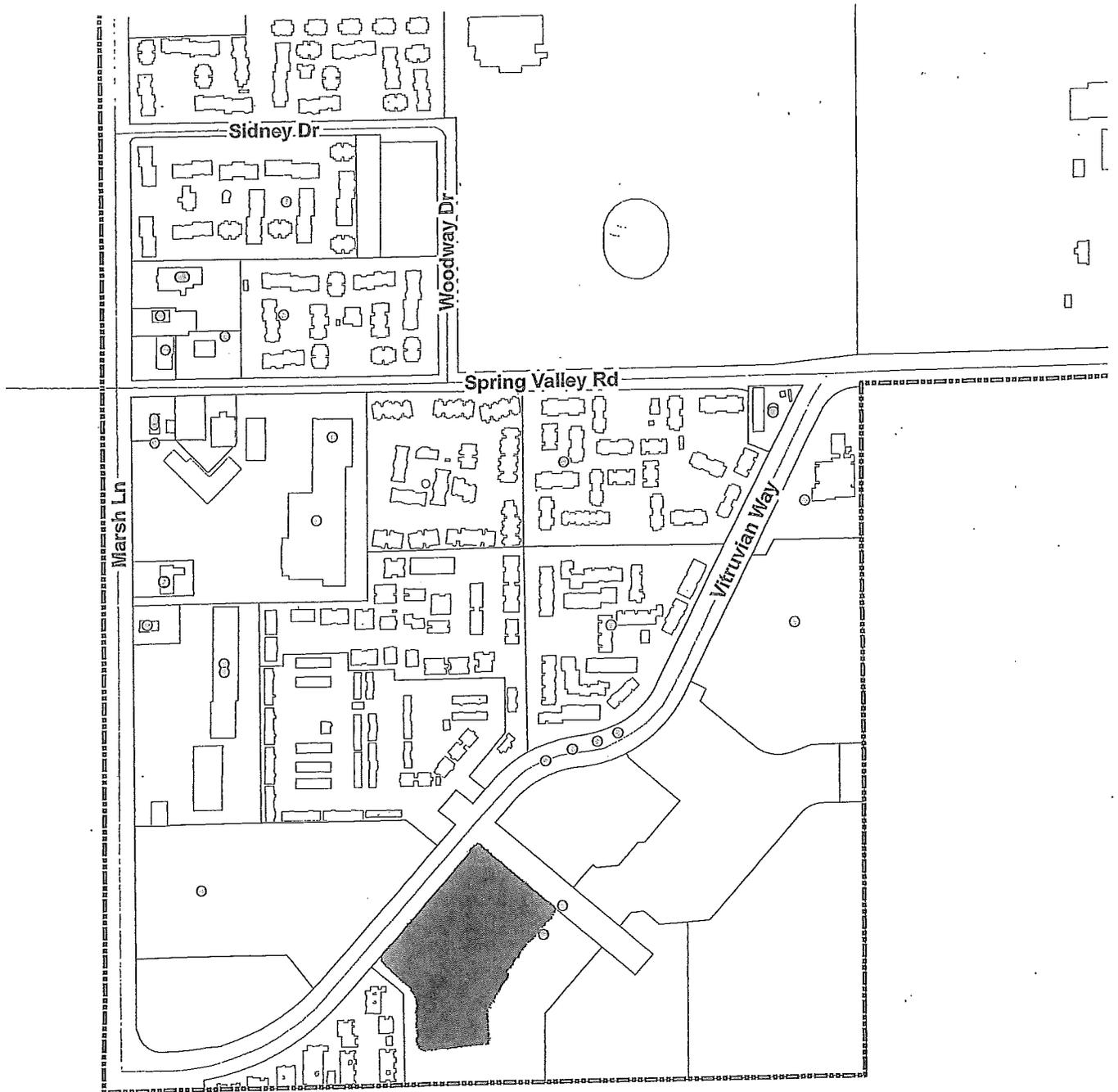
 [docket map, staff report, and commission findiings](#)

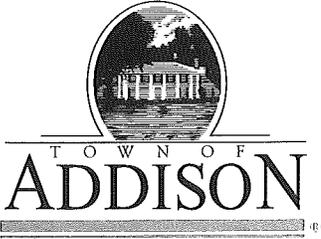
Type:

Backup Material

1661-SUP

PUBLIC HEARING Case 1661-SUP/Addison Ice House. Public hearing, discussion, and consideration of approval of an ordinance changing the zoning on property located at 3875 Ponte Avenue, Suite 250, which property is currently zoned PD-Planned Development through Ordinance 007-034, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from the Addison Ice House, represented by Mr. Duncan Kim of Bear Design-Build.





December 4, 2012

STAFF REPORT

RE: Case 1661-SUP/Addison Ice House

LOCATION: 3875 Ponte Avenue, Suite 250

REQUEST: Approval of a Special Use Permit for a restaurant, and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption

APPLICANT: Addison Ice House, represented by Mr. Duncan Kim of Bear Design-Build

DISCUSSION:

Background. This lease space is located in the ground floor of the Savoye 2 Apartment building, which is the second phase of the Vitruvian Park development. Last month, the Commission reviewed an application from The Break will be the first restaurant to go into Vitruvian Park. This restaurant is proposed to be located directly across the street, and will be the second restaurant in the development.

Proposed Plan. The floor plan indicates a space of 3,006 square feet with a 856 square foot patio for a total of square foot patio, for a total area of 4,712 square feet. The restaurant features a bar and three separate seating areas for 53 customers and seating for an additional 48 customers on the patio. The floor plans indicate the space will be more casual than The Break restaurant that was reviewed last month. The space features various games and gaming areas. The side of the restaurant facing the patio will feature two roll-up garage doors to allow full access from the restaurant to the patio. The drawings indicate the patio will be covered with a wood trellis structure.

Façade. The applicant is not proposing any changes to the existing façade of the tenant space.

Noise. The applicant and owners of the property should be aware that noise generated on restaurant patios is a concern in mixed-use situations. In this situation, UDR has its offices on the second floor immediately above this space, but the third floor and other floors above will have residents, who are also UDR tenants. The roll-up garage doors

on the patio side of the restaurant open up the entire restaurant up as a patio, which increases the possibility for noise issues. The staff is not overly concerned about noise within the property because UDR, as the landlord to both this restaurant and the residents above it, will be interested in managing the noise. However, the staff does want to warn against noise that drifts over to the Brookhaven Town Homes, which are west of this project. The applicant and property owner should be aware that live music on the patio will be prohibited, and that amplified music, or other noise coming from this restaurant is a potential issue.

Parking. The parking requirement for this restaurant is figured at the mixed use ratio of one space per 100 square feet. The 4,712 square-foot space will require 47 spaces. The Savoye 2 required 576 parking spaces for all uses, and provided 655 spaces, so there are 79 extra spaces on the site (surface and garage) for this restaurant.

Landscaping. There are no landscaping requirements for this use. The landscaping in Vitruvian Park is maintained by the Town with the exception of color beds against the buildings, which are maintained by the landlord.

Food Service Code. This restaurant will require a grease trap, and the applicant should be advised that the restaurant will be subject to all regulations contained in the Addison Food Service Ordinance.

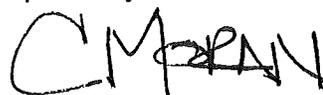
Signs. The applicant did not show any signs on the facades. The applicant should be aware that all signs must be permitted under the requirements of the Addison Sign ordinance, and cannot be approved through this process. The applicant should also be aware that the Town has a policy against the use of any terms, such as "bar" or "tavern", or any graphic depictions that denote alcoholic beverages, in exterior signs. However, the term "ice house" is not a prohibited term.

RECOMMENDATION:

Staff recommends approval of the Special Use Permit for a restaurant, and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption, subject to the following condition:

- The applicant shall not use any terms or graphic depictions that denote alcoholic beverages in exterior signs.

Respectfully submitted,



Carmen Moran
Director of Development Services

Case 1661-SUP/Addison Ice House
December 14, 2012

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on December 13, 2012, voted to approve the request for approval of an ordinance approving a Special Use Permit for a restaurant, and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption, located at 3875 Ponte Avenue, Suite 250, on application from Duncan Kim of Bear Design-Build, subject to the following condition:

-The applicant shall not use any term or graphic depiction that relates to alcoholic beverages in any exterior signs.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Wheeler

Voting Nay: none

Absent: Stockard

Council Agenda Item: #R6

AGENDA CAPTION:

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 V, Prohibited Signs, Sec. 62-270 Outline and skeleton lighting, at the Chili's restaurant located at 4500 Belt Line Rd. in order to provide for LED luminaries that outline the elements of the building facade.

FINANCIAL IMPACT:

None.

BACKGROUND:

Article V Prohibited Signs, Sec. 62-270 Outline and skeleton lighting, prohibits luminaries of any type that outline the elements of a building facade.

RECOMMENDATION:

Staff recommends denial.

COUNCIL GOALS:

N/A, Maintain and enhance our unique culture of creativity and innovation

ATTACHMENTS:

Description:

 [CHILI'S ME APPLICATION AND DRAWINGS](#)

Type:

Cover Memo

Addison!

BUILDING INSPECTION DEPARTMENT 16801 Westgrove Dr Addison Texas 75001 972/450-2881 fax: 972/450-2837

Application for Meritorious Exception to the Town of Addison Sign Ordinance

Application Date: 12-6-12 Filing Fee: \$200.00
Applicant: Melanie Hancock - Permitting Services of Texas
Address: PO Box 6227 Suite#: _____
Arlington TX 76005 Phone#: 682-558-8106
City State Zip Fax#: _____
Status of Applicant: Owner _____ Tenant _____ Agent

Location where exception is requested:

4500 Beltline Rd.

Reasons for Meritorious Exception:

We are requesting a meritorious exception to install LED Border on the front and side elevations of the building. This LED Border is part of Chulis' national conversion of their new Sign package. In addition, there are similar borders within the city. Therefore we respectfully request your consideration in approving this request.

YOU MUST SUBMIT THE FOLLOWING:

12 COPIES OF THE PROPOSED SIGN SHOWING:

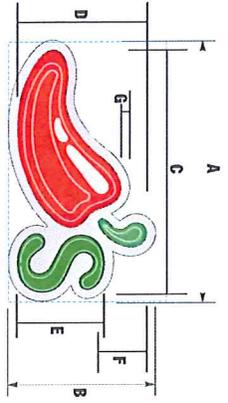
1. Lot Lines
2. Names of Adjacent Streets
3. Location of Existing Buildings
4. Existing Signs
5. Proposed Signs
6. Sketch of Sign with Scale and Dimensions Indicated (8.5 x 11 PLEASE)

Date Fees Paid 12-6-12 Check # _____ Receipt # _____

V

8/14

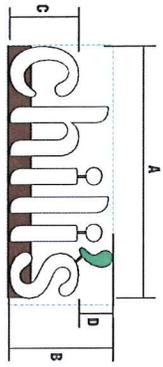
76005



SECTION	DESCRIPTION	WIDTH	HEIGHT	DEPTH	OTHER
A 1	Pepper-S	3'-4"	5'-5 3/4"	2'-11 1/4"	1'-11 1/2"
A 2	Backlit OCCL Pepper-S	3'-4"	5'-5 3/4"	2'-11 1/4"	1'-11 1/2"
G	Mounting Hardware	2 1/4"			

A 1 Front & Backlit OCCL Pepper-S with Self-contained Transformers

PEPPER S:
 FRONT AND BACKLIT PEPPER S - 8" OVERALL DEPTH (3" + 5" OPEN CHANNEL PEPPER S)
 RETURNS INSIDE AND OUTSIDE PAINTED TO MATCH FACE COLORS (RED OR GREEN)
 W/ EXPOSED NEON (NO PK HOUSINGS) ON FRONT FACE TO BE:
 - CLEAR RED NEON
 - #10 GREEN NEON
 - #300K WHITE AT HIGHLIGHT
 PAINT 3" ALUMINUM PERIMETER CHANNEL (HIGHLIGHTS AROUND WHITE AREAS WHITE (INSIDE AND OUT))
 PEPPER S TO HAVE 3" STANDOFF FROM BKG. PANEL AND HALO BACKLIT W/ CHILIS WHITE AT LED'S.
 PEPPER S TO MOUNT ON A 1/2" FLAT ALUM. PANEL BKG. COLORED PAINTED
 7/16" MP 58689 SILVER AND TO BE ALTERNATE CLIP-MOUNTED FOR UPRIGHT WALL SURFACE.
 PEPPER S TO HAVE A CLEAR EXAM BACKER PANEL OVERLAYS W/ 20-314 OUSTER CRISTAL VINYL.

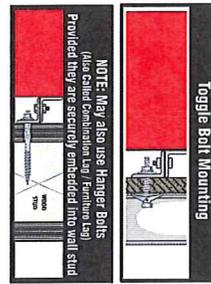


SECTION	DESCRIPTION	WIDTH	HEIGHT	DEPTH	OTHER
A 2	Chilil's Word-Mark	7'-6"	1'-11 3/16"	2'-0 5/8"	1"

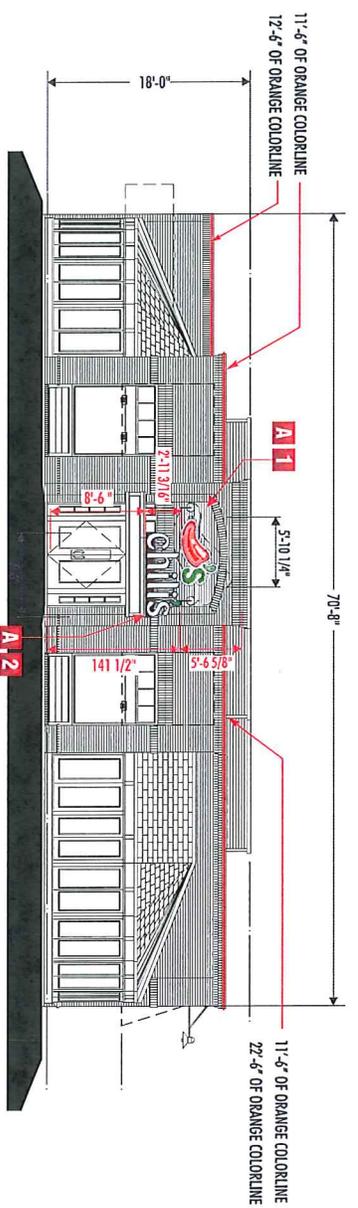
A 2 PCI "Chilil's" WORD-MARK WITH RACEWAY

CHILIS WORD-MARK TO BE PLACED ALUMINUM CHANNEL LETTER CONSTR.
 ILLUMINATED W/ CHILIS WHITE AT LED'S.
 LETTERS TO HAVE WHITE ACRYLIC FACES (PHOTOSPHERE) TO BE OVERLAYS W/
 358A-156 VIND GREEN VINYL ON 15" SURFACE
 RETURNS AND THICKER RETURNS ON LETTERS TO BE WHITE
 PAINT RETURNS & THICKER RETURNS ON LETTERS TO BE WHITE
 LETTERS MOUNTED ON AN 1/2" FLAT ALUM. PANEL BKG. COLORED PAINTED
 U.S. SEA-LIGHT CONDUIT FOR ELECTRICAL FROM "T" TO DOTS, AND "S" TO APOSTROPHE.
 PAINT SEA-LIGHT 7/16" BROWN MP 3200 JAMES BROWN.

PEPPER COLORS	VINYL
RED	WHITE
GREEN	WHITE
WHITE	WHITE
BLACK	WHITE
GRAY	WHITE
BLUE	WHITE
PURPLE	WHITE
BROWN	WHITE
SILVER	WHITE
GOLD	WHITE



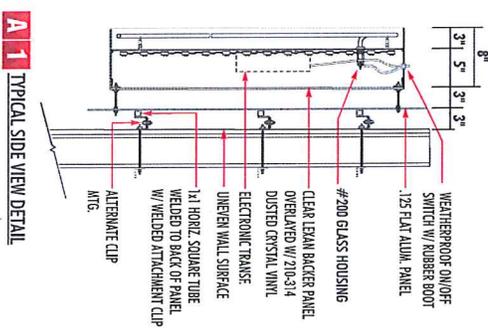
ALTERNATE MOUNTING METHODS:



FRONT ELEVATION
 Scale: 3/32" = 1'-0"

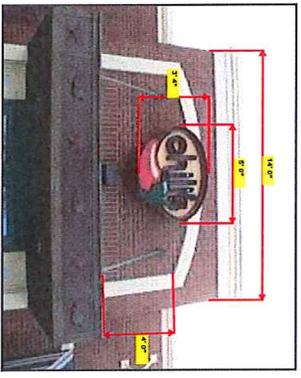


A 2 TYPICAL END ELEVATION
 DETL.



A 1 TYPICAL SIDE VIEW DETAIL

ELECTRICAL REQUIREMENTS
Total: T.B.D. Amps
of 120V, 20A Circuits Req'd T.B.D.
ALL BRANCH CIRCUITS SHALL BE DEDICATED TO SIGNS, INCLUDING GROUND AND NEUTRAL, AND SHALL NOT BE SHARED WITH OTHER LOADS.



EXISTING WALL SIGN TO BE REMOVED AND REPLACED WITH PEPPER-S AND CHILIS WORDMARK ON CANOPY



2300 North Highway 121
 Euless, Texas 76039
 (817) 465-9077 (800) 527-9495
 Fax (817) 465-9103

Manufacturing Offices:
 Cleveland, OH - Elyria, OH - Independence, MO - Columbus, OH
 Chicago, IL - Little Rock, AR - Longview, TX
 Baton Rouge, LA - Dallas, TX - Jacksonville, FL - San Antonio, TX
 Louisville, KY - Memphis, TN - Colorado Springs, CO
 Waco, TX - Wichita, KS - Tulsa, OK - Miami, FL
 Tampa, FL - Dayton, OH - New York, NY

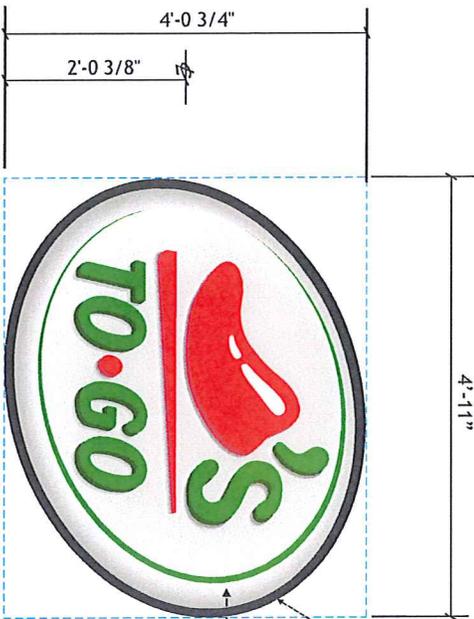
Building Quality Signage Since 1901
 Reviewer:
 1 RT-9/17/12 (M) Produce "A1" and add LED
 2
 3
 4
 5
 6

Account Rep: **JOE DUANVAN**
 Project Manager: **PAUL KARLIN**
 Drawn By: **ROBERTO MLARES/AJK**
 Project Location: **CHILIS**

CHILIS ADDISON - C40002
 4500 BELTLINE ROAD
 ADDISON, TX 75001-0000

Installation by: **REDFORD, INC. (817) 465-9077**
 ALL ELECTRICAL WIRING AND CONNECTIONS SHALL BE MADE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM AND SIGNALING CODE (NFPA 72), AS AMENDED BY ALL APPLICABLE LOCAL ORDINANCES AND CODES.
 Client Approval/Disc: _____
 Landed Approval/Disc: _____

This original drawing is provided as part of a planned project and is not to be exhibited, copied or reproduced without the written permission of the author/designer. © FHS-C
 Colors Displayed in This Rendering May Not Match Actual Material Finishes. Refer to Product Samples for Exact Color Match.
 Job Number: **23-10801-10-R1**
 Date: **AUGUST 18, 2012**
 Sheet Number: **2** of **6**
 Design Number: **23-10801-10-R1**



SQUARE FOOTAGE:
4.04 x 4.91 = 19.85 Sq. Ft.

CABINET
S/F Sign Cabinet - Paint to Matte Finish Black . Paint Retainers are 1" Black trimcap.

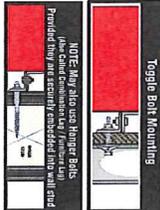
FACES

1.67 Clear Plex Face w/ Second Surface Applied Digitally Printed Graphics.
Colors: Bkigd. To Match Warm Gray 5, Red to Match PMS 485C Red, Green to Match PMS 370C Green.

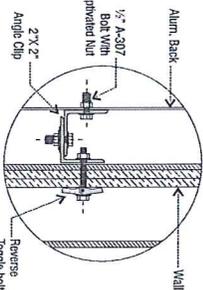
ILLUMINATION

Internal 800 m.a. Fluorescent Illumination/ 120 Volt Inside Cabinets (Ballasts Inside Cabinet). Cabinet to have exterior Weather proof Cut-off switch.

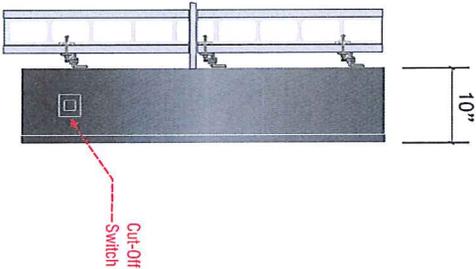
ALTERNATE MOUNTING METHODS:



INSTALLATION NOTE:
VERIFY FINAL INSTALLATION REQUIREMENTS PER FIELD CONDITIONS.



WALL ATTACHMENT DETAIL
N.T.S.

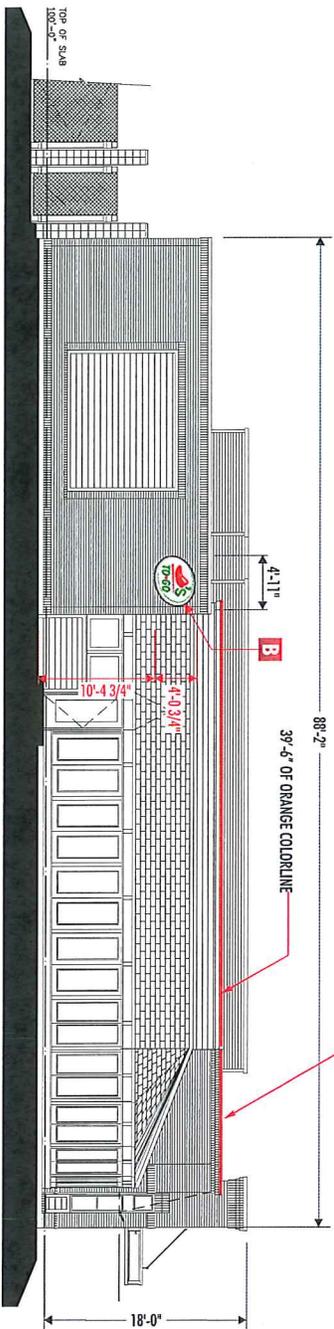


END VIEW

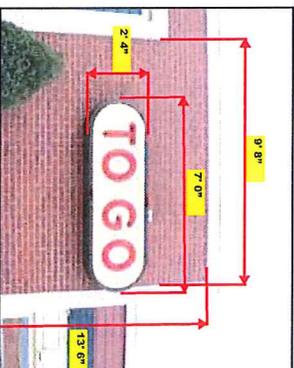
ELECTRICAL REQUIREMENTS:

Total: T.B.D. Amps

of 120V, 20A Circuits Req'd T.B.D.
ALL BRANCH CIRCUITS SHALL BE DEDICATED TO SIGNS, INCLUDING GROUND AND NEUTRAL, AND SHALL NOT BE SHARED WITH OTHER LOADS.



LEFT ELEVATION
Scale: 3/32" = 1'-0"



SIGN COMPANY
www.federalheath.com

2300 North Highway 121
Eules, Texas 76039
(817) 685-9077 (800) 577-9495
Fax (817) 685-9103

Manufacturing Plants:
Oxnard, CA - Eula, TX - Jacksonville, TX - Dallas, TX
Orcutt, CA
Offices:
Oxnard, CA - Las Vegas, NV - Laguna, AZ
Beverly Hills, CA - Dallas, TX - Jacksonville, TX - San Antonio, TX
Lubbock, TX - Houston, TX - Chicago, IL - Denver, CO
Wichita Falls, TX - Tulsa, OK - Atlanta, GA
Tampa, FL - Oklahoma City, OK - Ocala, FL

Building Quality Signage Since 1901

Revised:

1 R1-9/14/12 (M) Reduce "A" and add LED

2

3

4

5

6

Account Rep: **JOE DUANVAN**

Project Manager: **PAUL KARLIN**

Drawn By: **ROBERTO MUARES/UX**

Project Location:



CHILI'S ADDISON - 040002
4500 BELTLINE ROAD
ADDISON, TX 75001-0000

L LABORATORY INC. **S** SIGNAGE SYSTEMS
ALL ELECTRICAL ITEMS ARE TO COMPLY WITH ALL LOCAL AND STATE ELECTRICAL CODES AND REQUIREMENTS. ALL RIGHTS RESERVED.

Client Approval/Date:

Landlord Approval/Date:

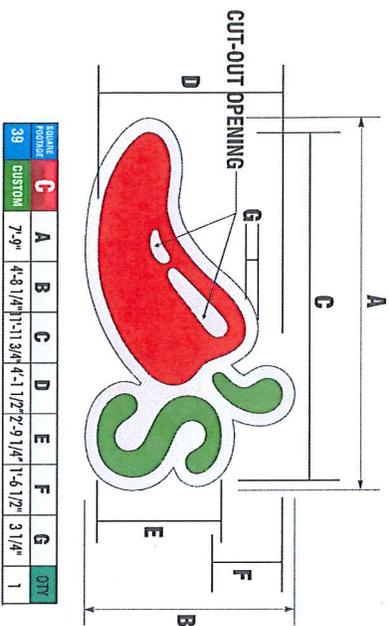
This original drawing is provided as part of a prepared project and is not to be exhibited, copied or reproduced without the written permission of Federal Heat Sign Company, LLC or its Client. Displayed in this rendering may not match Actual Material Finish. Refer to Product Samples for Exact Color Match.

Job Number: **23-10801-10-R1**

Date: **AUGUST 18, 2012**

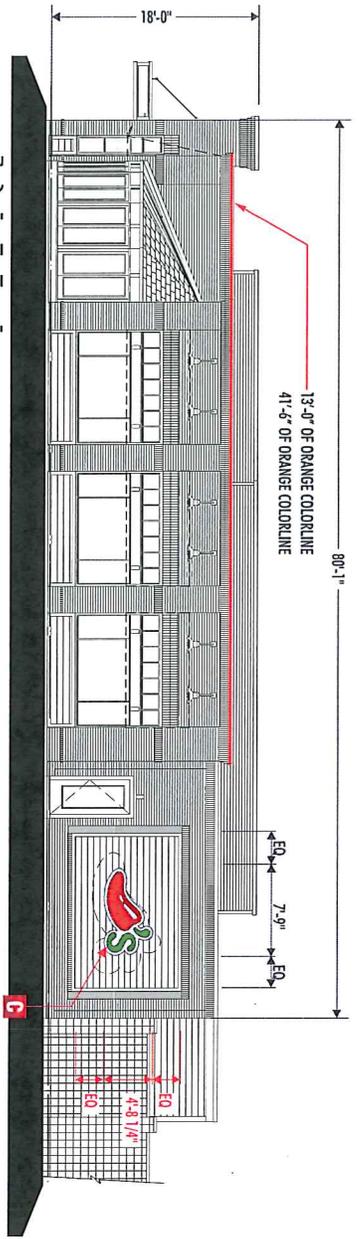
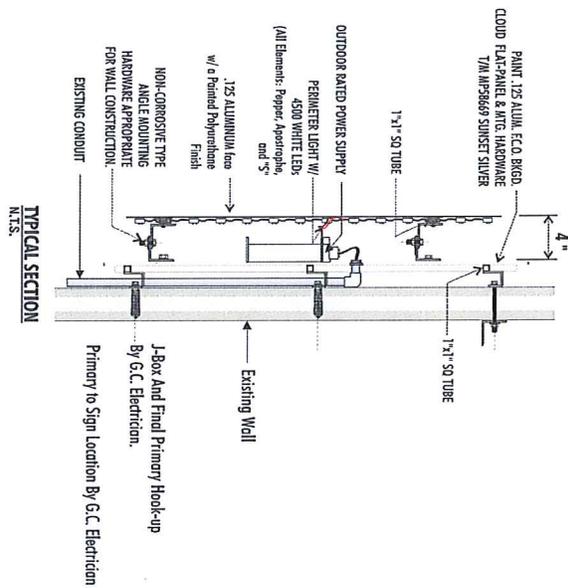
Sheet Number: **3** Of **6**

Design Number: **23-10801-10-R1**



C ILLUMINATED FLAT CUT-OUT LOGO W/ FLAT PANEL CLOUD PEG MOUNTED OFF F.C.O. "CLOUD" BKGD. PANEL

Color	Material	Finish
Pepper Colors	125 ALUMINUM	W/ a Primed Polyethylene Finish
Pepper Colors	4500 WHITE LEDS	NON-CORROSIVE TYPE ANGLE MOUNTING HARDWARE APPROPRIATE FOR WALL CONSTRUCTION.
Pepper Colors	1 1/2" SQ TUBE	EXISTING CONDUIT



ELECTRICAL REQUIREMENTS

Total: T.B.D. Amps

of 120V, 20A Circuits Req'd T.B.D.

ALL BRANCH CIRCUITS SHALL BE DEDICATED TO SIGNS (INCLUDING GROUND AND NEUTRAL) AND SHALL NOT BE SHARED WITH OTHER LOADS.



SIGN COMPANY
www.federalheath.com
2300 North Highway 121
Addicks, TX 75002
(817) 485-9977 (800) 527-9495
Fax (817) 685-9703

Manufacturers/Suppliers:
Oceania, G. - Dallas, TX - Jacksonville, TX - Dallas, TX
Oceania, G. - Lubbock, TX - Longview, TX
Lowe's, D. - Dallas, TX - Jacksonville, TX - Dallas, TX
Hazon, T. - Dallas, TX - Jacksonville, TX - Dallas, TX
Lubbock, T. - Dallas, TX - Jacksonville, TX - Dallas, TX
Whitaker, R. - Dallas, TX - Jacksonville, TX - Dallas, TX
Simpson, R. - Dallas, TX - Jacksonville, TX - Dallas, TX

Building Quality Signage Since 1901

Reducers:

1. R1-9/14/12 (WH) Reduce "A1" and add LED
- 2.
- 3.
- 4.
- 5.
- 6.

Account Rep: JOE DUNAVAN
Project Manager: PAUL KARLIN
Drawn By: ROBERTO MILARES/JK

Project / Location:
CHILL'S ADDISON - CLOUD02
4500 BELLLINE ROAD
ADDISON, TX 75001-0000

Client Approval/Date:

Landlord Approval/Date:

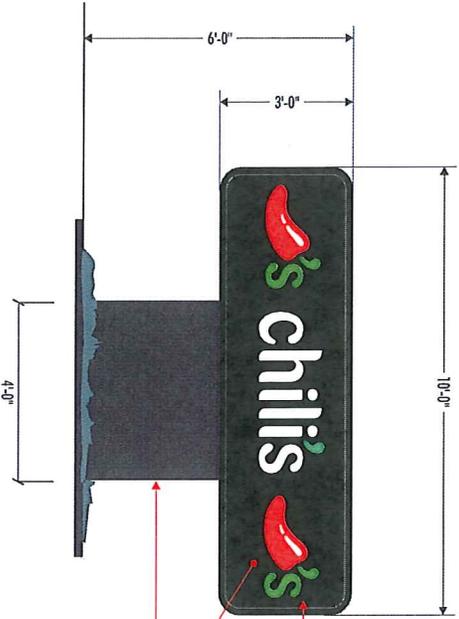
The original drawing is provided as part of a planned project and is not to be exhibited, copied or reproduced without the written permission of Federal Heath Sign Company, LLC or its designees. All rights reserved. For more information, please contact the Sales Department. All rights reserved. Actual Material Finish: Refer to Product Samples for Exact Color Match.

Job Number: 23-10801-10-R1

Date: AUGUST 18, 2012

Sheet Number: 4 OF 6

Design Number: 23-10801-10-R1



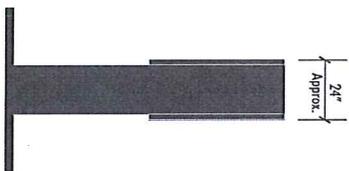
D CUSTOM D/F MONUMENT SIGN
SCALE: 3/8" = 1'-0"

30 SQ. FT.

PEPPER COLORS		VINYL	
RED	GREEN	WHITE	BLACK
YELLOW	ORANGE	GRAY	BROWN
PURPLE	BLUE	PINK	TEAL
PINK	BLACK	RED	GREEN
WHITE	BLACK	GRAY	BROWN
GRAY	BROWN	PINK	TEAL

* Apply 1/32" to 1/16" thick clear coat to protect the finish.

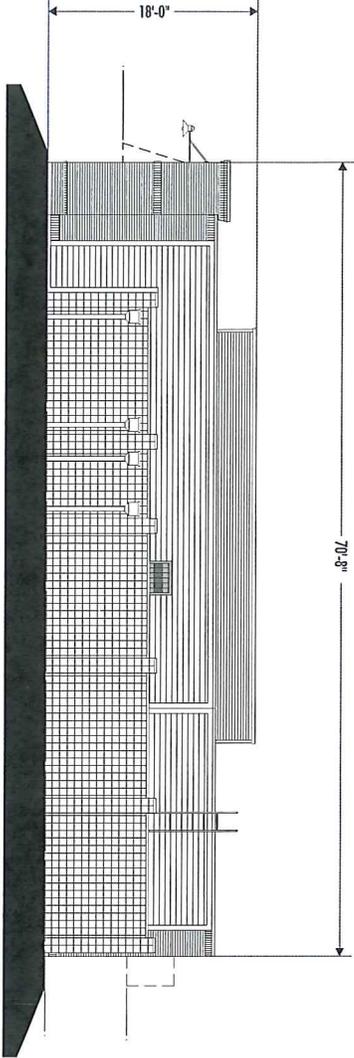
- CABINET**
Manufacture new aluminum double framed cabinet painted satin black. Illumination via H0 Fluorescent Lamps powered by 800 ma ballasts.
- BKGD. PANELS**
Clear polycarbonate with applied second surface vinyls
- BASE**
Aluminum Pole Cover Base with matte finish black.



END VIEW

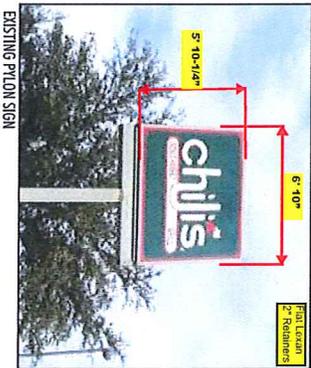
ELECTRICAL REQUIREMENTS
Total: 18.0 Amps

of 120V, 20A Circuits Req'd 18.0.
ALL BRANCH CIRCUITS SHALL BE DEDICATED TO SIGNS (INCLUDING GROUND AND NEUTRAL) AND SHALL NOT BE SHARED WITH OTHER LOADS.



REAR ELEVATION
Scale: 3/32" = 1'-0"

NO PROPOSED SIGN



EXISTING PILOT SIGN



2300 North Highway 121
Dallas, Texas 75059
(817) 685-9077 (800) 527-9495
Fax (817) 685-9103

Manufacturing Plants: Dallas, TX; Jacksonville, FL; Oklahoma City, OK; Phoenix, AZ; San Antonio, TX; San Diego, CA; San Francisco, CA; Seattle, WA; Tampa, FL; Wichita, KS.

Building Quality Signage Since 1901

- Revisions:
1. R1-01/12 (NH) Reduce "A1" and add LED
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.

Account Rep: JOE DUNAVAN
Project Manager: PAUL KARLIN
Drawn By: ROBERTO MIARES/JK

Project Location:
CHILL'S ADDRESS - CHINOZ
4500 BELTLINE ROAD
ADDISON, TX 75001-0000



Underwritten by: **AMERICAN STATES**
ALL ELECTRICAL WORK SHALL BE PERFORMED BY A LICENSED ELECTRICIAN IN THE STATE OF TEXAS. THE LICENSE NUMBER OF THE ELECTRICIAN SHALL BE OBTAINED FROM THE LICENSE BOARD OF THE STATE OF TEXAS.

Client Approval/Date:
Landed Approval/Date:
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Job Number: 23-10801-10-R1
Date: AUGUST 18, 2012
Sheet Number: 5 OF 6
Design Number: 23-10801-10-R1



SIGN COMPANY
www.federalheath.com

2300 North Highway 121
Euless, Texas 76039
(817) 685-9077 (800) 527-9495
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Manufacturing Partner: K. DeWitt, OH

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Denver, CO • Las Vegas, NV • Laguna, AZ
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Building Quality Signage Since 1901

Revisions:

1. R1-9/14/12 (Mh) Reduce "A1" and add LED

2
3
4
5
6

Account Rep: JOE DINAVAN

Project Manager: PAUL KARLIN

Drawn By: ROBERTO MUMRES/JK

Project Location:

CHILD'S ADDISON - 04002
4500 BETTLINE ROAD
ADDISON, TX 75001-0000

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Client Approval/Date:

Landed Approval/Date:

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Actual Material Finishes Refer To Product Samples For Exact Color Match.

Job Number: 23-10801-10-R1

Date: AUGUST 18, 2012

Sheet Number: 6 OF 6

Design Number: 23-10801-10-R1

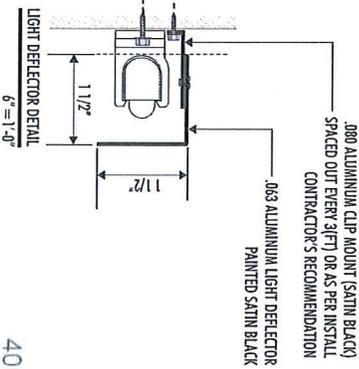
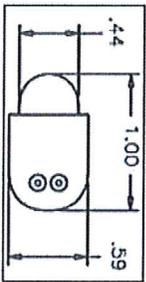
NOTE: REAR ELEVATION DOES NOT HAVE ANY ILLUMINATED COLORLINE LED BORDER (VERIFY)

400381-25

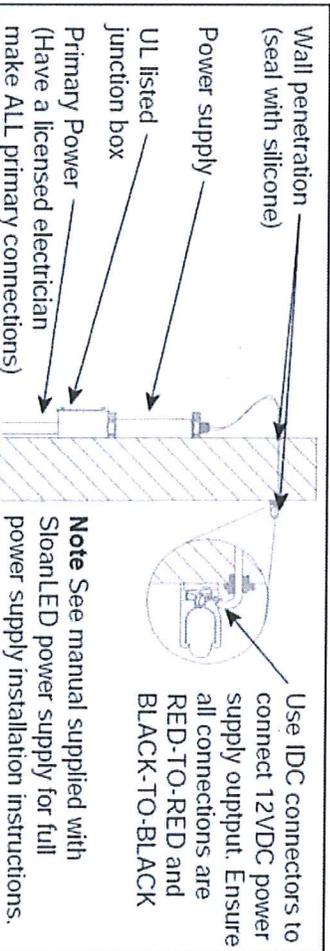


Mounting Clip

Small profile



E ORANGE COLORLINE LED SPECIFICATIONS



Council Agenda Item: #R7

AGENDA CAPTION:

Public hearing, discussion, and consideration of approval of a Resolution regarding a negotiated resolution between the Steering Committee of Cities Served By Oncor and Oncor Electric Delivery Company; determining that certain positions taken by Oncor regarding the costs to relocate utility facilities are incorrect and are without legal or factual basis; providing that the costs incurred by Oncor to relocate its utility facilities to accommodate a municipal/governmental right-of-way construction project are Oncor's responsibility.

FINANCIAL IMPACT:

The potential financial impact is that, should Oncor prevail in its argument as described below, the cost of relocation of Oncor facilities, to accommodate municipal/governmental rights-of-way construction projects, would be borne by the Town.

BACKGROUND:

The Town is member of a coalition made up of 160 or so cities known as the Steering Committee of Cities Served by Oncor.

On January 7, 2011 Oncor filed an application with the Town (and other jurisdictions (including the City of Richardson (see below)) that retained original jurisdiction over Oncor rates) seeking to increase system-wide transmission and distribution rates by \$353M. That would have included a 14.6% increase in residential rates and a 15.5% increase in commercial rates, and a 25.9% increase in street lighting rates. An average residential customer, as estimated by Oncor, would have had their annual rates increased by approximately \$60.

The City Council adopted a resolution on January 25, 2011 suspending the requested rates for 90 days to allow the City and all other Oncor jurisdictions that retained original jurisdiction to study the requested increase.

Following the period of study, the Steering Committee recommended to that the cities approve a negotiated settlement between the Steering Committee and Oncor. The settlement

reflected a reduction in the rate request from \$353M to \$137.6M, and a resulting reduction to an average homeowner from 14.6% to about 6.2%. In June, 2011, the Council adopted an ordinance that approved the negotiated settlement.

Like Addison, the City of Richardson adopted an ordinance in June, 2011 that approved the negotiated settlement between the Steering Committee and Oncor. That ordinance (like Addison's) provided in part that existing rates for electric service by Oncor were unreasonable and that new tariffs, attached to the ordinance, were adopted. The tariffs include a provision in Section 5.7.8 that states in part as follows:

Company [Oncor] may remove or relocate Company's facilities and the Meter at Retail Customer's request unless doing so would create a safety hazard or would be incompatible with providing safe and reliable Delivery Service. Retail Customer, or the entity requesting such removal or relocation, shall pay to Company the total cost of removing or relocating such Delivery System facilities in accordance with Chapter 6.

That provision has been in the Oncor tariff since at least 2006 and was not changed by the adoption of the June, 2011 ordinance.

On October 26, 2012, the City of Richardson filed suit against Oncor. In the suit, Richardson states that it has been pursuing a project of reconstructing and widening 32 alleys, and that the project requires the relocation of approximately 150 utility poles and related facilities, a substantial number of which are owned by Oncor. The City requested that Oncor relocate its facilities at Oncor's expense, but Oncor refused to do so. The City relies upon State law, common law, and its franchise agreement with Oncor in taking the position that Oncor is required to relocate its facilities at its cost.

In response to the suit, Oncor has alleged that Section 5.7.8 of the Tariff controls, and that under the Tariff the City of Richardson must pay Oncor to relocate the facilities.

The effect of Oncor's position, should it prevail, would be that the

cost of relocation of Oncor facilities, to accommodate municipal/governmental rights-of-way construction projects would be borne by a municipality. Oncor's argument in the Richardson lawsuit could, by extension, apply and affect all other member cities of the Steering Committee of Cities Served by Oncor that adopted that same June 2011 settlement ordinance. Therefore, the attached Resolution is being considered by the other Steering Committee of Cities Served by Oncor to negate this assertion by Oncor rather than being silent on it, to avoid any implication by silence, that they agree with Oncor.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Infrastructure improvement and maintenance

ATTACHMENTS:

Description:

 [Draft Resolution](#)

Type:

Resolution Letter

TOWN OF ADDISON, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF ADDISON, TEXAS REGARDING TOWN ORDINANCE NO. ____ THAT CONCERNS A NEGOTIATED RESOLUTION BETWEEN THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR AND ONCOR ELECTRIC DELIVERY COMPANY LLC (“ONCOR”); DETERMINING THAT CERTAIN POSITIONS TAKEN BY ONCOR REGARDING THE COSTS TO RELOCATE UTILITY FACILITIES ARE INCORRECT AND ARE WITHOUT LEGAL OR FACTUAL BASIS; PROVIDING THAT THE COSTS INCURRED BY ONCOR TO RELOCATE ITS UTILITY FACILITIES TO ACCOMMODATE A MUNICIPAL/GOVERNMENTAL RIGHT-OF-WAY CONSTRUCTION PROJECT ARE ONCOR’S RESPONSIBILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Oncor Electric Delivery Company, LLC (“Oncor”), filed on or about January 7, 2011, its application to increase rates in every municipality (including the Town of Addison, Texas (“City”)) in the Oncor service area (“Oncor’s January 2011 Rate Case”), with a similar application being filed with the Public Utility Commission of Texas to apply to the unincorporated areas in its service area (PUC Docket No. 38929); and

WHEREAS, Oncor’s January 2011 Rate Case concerned, in large part, issues on the proper calculation, collection and payment of municipal rights-of-way rental franchise fees; and

WHEREAS, Oncor’s January 2011 Rate Case did not concern any issues with the tariff and relocation of Oncor facilities to accommodate municipal/governmental rights-of-way construction projects or the payment of the cost of such relocations by Oncor; and

WHEREAS, Oncor’s January 2011 Statement of Intent to change rates filed at the PUC did not detail or disclose any intent to change its interpretation of the application of the tariff section on relocation, section 5.7.8, as required by Tex. Util. Code, § 36.102 (c) and by PUC Procedural Rule § 22.243 (a)-(b), nor did Oncor provide any prior notice to municipalities of such intent to change its interpretation of the application of the tariff section on relocation, section 5.7.8, as required by Tex. Util Code, § 33.024; and

WHEREAS, Oncor’s January 2011 Rate Case did not concern any issues with municipal police powers to regulate the use of municipal rights-of-ways, and to set conditions for that use pursuant to Texas statutes, to include, but not limited to Texas Utilities Code, § § 14.008, 37.101 (c), 181.043, 181.047 (c), and for home rule cities, Texas Civil Statutes, art. 1175; and

WHEREAS, Oncor’s January 2011 Rate Case did not concern any issues with the Texas common law rule that a utility relocates its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects; and

WHEREAS, Oncor’s January 2011 Rate Case did not concern any issues with municipal

rights-of-way management ordinances or franchise terms requiring that Oncor relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects; and

WHEREAS, the City is a member of the approximately 160 cities that comprise the Steering Committee of Cities Served by Oncor (“Steering Committee of Cities”); and

WHEREAS, the Steering Committee of Cities reviewed Oncor’s January 2011 Rate Case and reached a proposed settlement with Oncor on the proper calculation, collection and payment of municipal rights-of-way rental franchise fees; and

WHEREAS, the Steering Committee of Cities proposed settlement with Oncor revised and conformed the Oncor tariff to the settlement terms on the issues of the proper calculation, collection and payment of municipal rights-of-way rental franchise fees on or about June 2011 (“Oncor-City Steering Committee June 2011 Settlement”); and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement did not address any issues concerning the tariff and relocation of Oncor facilities to accommodate municipal/governmental rights-of-way construction projects or the payment of the cost of such relocations by Oncor; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement did not address any issues concerning municipal police powers to regulate the use of municipal rights-of-ways, and to set conditions for that use pursuant to Texas statutes, to include, but not limited to Texas Utilities Code, § § 14.08, 37.101 (c), 181.043, 181.047 (c), Texas Civil Statutes, art. 1175; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement did not address any issues concerning the Texas common law rule that a utility relocates its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement did not address any issues concerning municipal rights-of-way management ordinances or franchise terms requiring Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects; and

WHEREAS, the City, on or about June 10, 2011, as required by the Open Meetings statutes of Texas, posted a public notice for its June 14, 2011 City Council Agenda that the Council would consider adopting an ordinance regarding the recommended Oncor-City Steering Committee June 2011 Settlement would be considered, with the public notice posting, stating in part that that City was “adopting tariffs that reflect rate adjustments consistent with the negotiated settlement”, which only revised and conformed the Oncor tariff to the settlement terms; and

WHEREAS, the City did not post any public notice for its City Council agenda that would give the public notice to indicate that the ordinance regarding the Oncor-City Steering Committee June 2011 Settlement would control, repeal, amend, or revise any conflicting municipal franchise terms and/or its rights-of-way management ordinance terms that require Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects, and the passage of the tariff was not intended to change or amend any municipal franchise or City rights-

of-way management ordinance, and that the passage of the tariff did not meet the requirements under state law and City Charter to amend a municipal franchise or amend the City rights-of-way ordinance; and

WHEREAS, the City, on or about June 14, 2011, adopted the recommended Oncor-City Steering Committee June 2011 Settlement, by Ordinance No _____, that incorporated the Oncor-City Steering Committee June 2011 Settlement which only revised and conformed the Oncor tariff to the settlement terms (“Oncor-City Steering Committee June 2011 Settlement Ordinance”); and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement Ordinance, except for the changes required to effectuate the Oncor-City Steering Committee June 2011 Settlement, as is customary and usual, readopted the then currently existing Oncor tariff, without any other changes to any other tariff provisions, including no changes in section 5.7.8 of the Oncor tariff concerning payment of the cost to relocate Oncor facilities, which remains unchanged since at least 2006; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement Ordinance did not revise the tariff in any way concerning the relocation of Oncor facilities to accommodate municipal/governmental rights-of-way construction projects or the payment of the cost of such relocations by Oncor; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement Ordinance did not address any issues concerning municipal police powers to regulate the use of municipal rights-of-ways, and to set conditions for that use pursuant to Texas statutes, to include, but not limited to Texas Utilities Code, § § 14.08, 37.101 (c), 181.043, 181.047 (c), Texas Civil Statutes, art. 1175; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement Ordinance did not address any issues concerning the Texas common law rule that a utility relocates its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects; and

WHEREAS, the Oncor-City Steering Committee June 2011 Settlement Ordinance did not address and did not change or amend any municipal rights-of-way management ordinances or franchise terms requiring Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects;

WHEREAS, on or about August 2012, and on December 7, 2012 in an Answer filed in litigation, Oncor staff have incorrectly asserted and claimed with at least one member of the City Steering Committee that the Oncor-City Steering Committee June 2011 Settlement Ordinance’s readopted tariff, in particular the unchanged section 5.7.8 on relocation of Oncor facilities, *now* requires the member city to pay for relocation cost, and that section 5.7.8 of Oncor’s tariff *now* controls over any conflicting municipal franchise terms and/or its rights-of-way management ordinance terms that require Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects;

WHEREAS, the City does not want to allow these incorrect assertions to be made without addressing the false legal and factual basis of such assertions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN

OF ADDISON, TEXAS:

Section 1. At the time of the City's recommendation of adoption of the Oncor-City Steering Committee June 2011 Settlement Ordinance, the City did not recommend, nor did the City have the intent, nor was there a meeting of the minds of the parties, that the Oncor-City Steering Committee June 2011 Settlement Ordinance would control, repeal, amend, or revise any municipal franchise terms and/or any rights-of-way management ordinance term that required Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects.

Section 2. As the City's public notice posting of the Oncor-City Steering Committee June 2011 Settlement stated only that the City was "adopting tariffs that reflect rate adjustments consistent with the negotiated settlement", and as the City did not post any other public notice for its City Council agenda that would give the public notice to indicate that the Oncor-City Steering Committee June 2011 Settlement Ordinance would control, repeal, amend, or revise any conflicting municipal franchise terms and/or any rights-of-way management ordinance terms that require Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects, any such interpretation of the Oncor-City Steering Committee June 2011 Settlement Ordinance is without legal or factual basis, and is void.

Section 3. The City rejects any assertion of Oncor that the Oncor-City Steering Committee June 2011 Settlement Ordinance controls over any conflicting municipal franchise terms and/or its rights-of-way management ordinance terms that require to Oncor to relocate its facilities at its cost to accommodate municipal/governmental rights-of-way construction projects.

Section 4. The City shall provide Oncor with a copy of this Resolution.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED, ADOPTED AND APPROVED by the City Council of the Town of Addison, Texas on this the _____ day of _____, 2012.

Todd Meier, Mayor

ATTEST:

By: _____
Chris Terry, City Secretary

APPROVED AS TO FORM:

By: _____
John Hill, City Attorney

Council Agenda Item: #R8

AGENDA CAPTION:

Presentation, discussion and consideration of approval authorizing the City Manager to execute an amendment to the Project Supplemental Agreement to the Master Agreement with Dallas County governing Major Capital Transportation Improvement Projects.

FINANCIAL IMPACT:

n/a

BACKGROUND:

The Town has pursued several regional grant opportunities to provide additional funding for several capital projects, including the public infrastructure associated with Vitruvian Park, Spring Valley Road and Redding Trail. In 2010, the Town was awarded grant funding in the amount of \$2,000,000 from Dallas County and \$2,937,600 from the North Central Texas Council of Governments for those projects. A portion of the grant funding was secured with the intention of providing pedestrian connectivity to the Vitruvian Park development from the South, through the Brookhaven College campus in the City of Farmers Branch.

In November 2010, the Town entered into a Project Supplemental Agreement (PSA) with Dallas County governing the County's participation in several of the Town's capital projects, including Vitruvian Park; the extension of Vitruvian Way; Ponte, Bella and the pedestrian bridge at Vitruvian Park; Spring Valley Road and the extension of Redding Trail. The agreement also allocated funds from Dallas County to complete a trail connection ("known as the Brookhaven Trail Connection") from the pedestrian bridge at Vitruvian park through the Brookhaven College campus, terminating at Valley View Rd.

The proposed amendment to the PSA allocates additional funding from Dallas County for the Brookhaven Trail Connection. The original PSA allocated \$250,000 in funding from Dallas County for this segment of the project. The amendment would allocated an additional \$800,000 in Dallas County funding, and \$1,176,875 from the Town's NCTCOG grant funding. The amendment does

not allocate any direct funding from the Town. Total funding for the trail segment would be \$2,226,875.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Infrastructure improvement and maintenance, Promote Sustainability

ATTACHMENTS:

Description:

📎 [Project Supplemental Agreement](#)

📎 [DRAFT Amendment to the Project Supplemental Agreement](#)

Type:

Backup Material

Backup Material



**DALLAS COUNTY
PUBLIC WORKS**

November 3, 2010

Thomas L. Forrest
Special Projects
Town of Addison
PO Box 9010
Addison Texas 75001-9010

**Re: Addison Multimodal Connectivity Improvements (Segments A-E) MCIP 10307
Transmittal of Project Supplemental Agreement to the Master Agreement
Governing Major Capital Transportation Improvement Projects**

Dear Mr. Forrest:

Enclosed please find one (1) fully executed original of the subject Project Specific Agreement pertaining to the referenced project, as well as a copy of Court Order 2010-1854 dated November 2, 2010 for your records and use.

Should you have any questions or comments, please do not hesitate to contact me at 214.653.6417

Sincerely,

A handwritten signature in cursive script that reads "Jonathan Toffer".

Jonathan Toffer, E.I.T.
Transportation Engineer

JT:mgt

Enclosures

cc: Nancy Cline, P.E., Public Works Director, Town of Addison
Alberta Blair, P.E., Public Works Director, Dallas County
Antoinette Bacchus, P.E., Assistant Director Transportation & Planning

Alberta Blair - Public Works

ORDER NO. 2010 1854

COURT ORDER

27

DATE November 2, 2010

Original

STATE OF TEXAS
COUNTY OF DALLAS

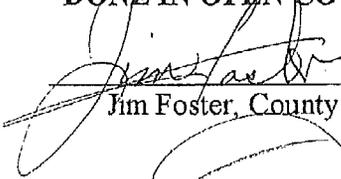
¶
¶

BE IT REMEMBERED, at a regular meeting of the Commissioners Court of Dallas County, Texas, held on the 2nd day of November, 2010, on motion made by Mike Cantrell, Commissioner of Dist. #2, and seconded by John Wiley Price, Commissioner of Dist. #3 the following order was adopted:

- WHEREAS**, the matter set forth below was briefed to Commissioners Court on October 26, 2010; and
- WHEREAS**, in seeking to provide regional mobility and improved air quality by partnering with Dallas County cities to develop these important infrastructure improvements, Dallas County is remaining consistent with the County's overall Strategic Plan; and in particular is directly fulfilling the following vision statements:
 - Vision 1 Dallas County is a model interagency Partner
 - Vision 4 Dallas County proactively addresses critical regional issues
 - Vision 5 Dallas County is the destination of choice for residents and businesses; and
- WHEREAS**, Court Order 2002-1375 dated July 30, 2002, authorized the Town of Addison to enter into Project Specific Agreements with Dallas County; and
- WHEREAS** the Town of Addison and County desire to enter into a project supplemental agreement to commit funding and designate responsible roles using \$2,937,600 awarded to Town from North Central Texas Council of Governments (NCTCOG) Sustainable Development Funds which requires a \$734,400 local match which will be shared by Town and County; and
- WHEREAS**, the total project costs are estimated to be \$7,000,000 of which the County has committed an amount not to exceed \$2,130,000 for construction, less any in-house project delivery costs in MCIP funding to the project which includes the County part of the local match for the NCTCOG funds; and
- WHEREAS**, the Director of Public Works recommends that the attached Project Specific Agreement for the Addison Multimodal Connectivity MCIP Project 10307 be executed.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED by the Dallas County Commissioners Court that the County Judge is hereby authorized and directed to execute the Project Specific Agreement with the Town of Addison for the Addison Multimodal Connectivity Project 10307 in amount not to exceed \$2,130,000 to be paid from MCIP Fund 196, Project 8201.

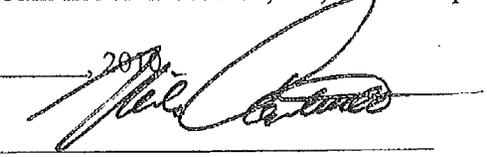
DONE IN OPEN COURT, this the 2nd day of November, 2010.



Jim Foster, County Judge

ABSENT

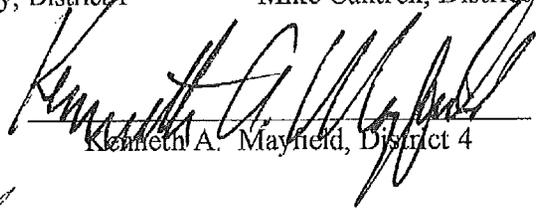
Maurine Dickey, District 1



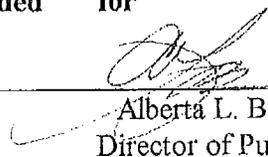
Mike Cantrell, District 2



John Wiley Price, District 3



Kenneth A. Mayfield, District 4

Recommended for Approval:


Alberta L. Blair, P.E.,
Director of Public Works

STATE OF TEXAS §
COUNTY OF DALLAS §

**DALLAS COUNTY CAPITAL IMPROVEMENT PROGRAM
PROJECT SUPPLEMENTAL AGREEMENT
TO THE MASTER AGREEMENT GOVERNING
MAJOR CAPITAL TRANSPORTATION IMPROVEMENT PROJECTS**

WHEREAS, the Town of Addison, Texas, hereinafter called "TOWN", and the County of Dallas, Texas, hereinafter called "COUNTY", desire to enter into a PROJECT SUPPLEMENTAL AGREEMENT, hereinafter called "PSA", in order to contract for the implementation of the Major Capital Improvement Project ("MCIP") authorized by Court Order 2010-0139 dated January 19, 2010 which approved MCIP funding commitments for **ADDISON MULTIMODAL CONNECTIVITY IMPROVEMENTS (SEGMENTS A-E), MCIP PROJECT 10307**, hereinafter called "PROJECT"; and

WHEREAS, TOWN and COUNTY desire to enter into an Interlocal Agreement for the purpose of constructing elements that facilitate improved access and multimodal connectivity to regional destinations and transportation networks. These elements include, but are not limited to roadway widening and intersection improvements, multimodal pathways (trails) and sidewalks that will connect to a community college, two schools, a pedestrian-oriented mixed-use development, an existing trail network and eventually to the Regional Veloweb; and

WHEREAS, funding for TOWN share of MCIP eligible elements will be approximately \$5,000,000; and

WHEREAS, the Town has been awarded \$2,937,600 in North Central Texas Council of Government ("NCTCOG") Sustainable Development funding by the Regional Transportation Committee ("RTC") that requires an additional \$734,400 local match, that will be shared by TOWN and County; and

WHEREAS, COUNTY has committed to the TOWN an overall amount of \$2,380,000 in MCIP funding allocating \$2,130,000 for this PROJECT (SEGMENTS A-E) including part of the local match for NCTCOG Sustainable Development funding and allocating \$250,000 for Segment F (MCIP 17701) that provides an important interjurisdictional regional connection to this PROJECT, which will be constructed at a later date; and

WHEREAS, the TOWN has requested that it be designated as the LEAD AGENCY for the PROJECT and provide the Project Manager for all Segments A-E (as described in Article IV, PROJECT DESCRIPTION, herein); and

WHEREAS, the COUNTY has requested that it be designated as the LEAD AGENCY for Segment F (MCIP 17701), another separate, but connected interjurisdictional project and provide the Project Manager for Segment F (as described in Article IV herein); and

WHEREAS, CHAPTER 791 OF THE TEXAS GOVERNMENT CODE and TEXAS TRANSPORTATION CODE SECTION 251 provides authorization for local governments to contract with each other for the performance of governmental functions and services, and joint funding of road or street projects.

NOW THEREFORE THIS PSA is made by and entered into by the TOWN and the COUNTY, for the mutual consideration stated herein.

W I T N E S S E T H

ARTICLE I.

PROJECT SUPPLEMENTAL AGREEMENT

This PSA is to specifically identify the PROJECT, changes in the rights and responsibilities of each of the parties as set forth in the MASTER AGREEMENT and additions thereto as incorporated herein. This PSA will be an addition to the MASTER AGREEMENT and incorporate each of its terms and conditions. All terms of the MASTER AGREEMENT remain in full force and effect except as modified herein. In the event of any conflict between the MASTER AGREEMENT and this PSA, this PSA shall control.

ARTICLE II

INCORPORATED DOCUMENTS

This PSA incorporates, as if fully reproduced herein word for word and number for number, the following items:

1. MASTER AGREEMENT authorized by County Commissioners Court Order 2002-1375 dated July 30, 2002 (the MASTER AGREEMENT);
2. Project Scope as shown in ATTACHMENT "A";
3. Current Cost Estimates and Funding Sources, as shown in ATTACHMENT "B".

ARTICLE III

TERM OF AGREEMENT

This PSA becomes effective when signed by the last party whose signing makes the respective agreement fully executed (the "Effective Date") and shall terminate upon the completion and acceptance of the Project by Dallas County Commissioners Court or upon the terms and conditions in the MASTER AGREEMENT, Article IV. Section 1, Termination.

ARTICLE IV

PROJECT DESCRIPTION

This PSA is entered into by the parties for the PROJECT to construct public transportation infrastructure improvements to facilitate better multimodal connectivity, in the Town of Addison, Texas. The PROJECT consists of a roadway widening and construction of public multimodal pathway infrastructure (hereinafter referred to as "trail"). The context of the PROJECT is a high density mixed-use pedestrian-oriented neighborhood, Vitruvian Park, and three separate adjacent educational campuses including a new Dallas Independent School District (DISD) elementary school to be opened August 2011.

The PROJECT will provide multimodal connections to educational, employment, commercial, recreational and residential destinations in the area. The completion of this PROJECT will provide key connective segments of an overall 6.5 mile route that will ultimately form a key north-south regional trail connection between the Cotton Belt Rail and Trail corridor that passes through Addison and the Northaven Trail corridor in the City of Dallas. In the near term the PROJECT will provide connections between the Vitruvian Park mixed-use development, a DISD elementary school, Greenhill School, Brookhaven College, the town recreation center (Addison Athletic Club) and nearby residences. Providing the means to reach these destinations by non-vehicular modes of transportation is anticipated to benefit capacity on nearby regional thoroughfares. The roadway and intersection improvements on Spring Valley Rd in this PROJECT will help improve both the capacity on this regional thoroughfare and the access to the new DISD school.

The PROJECT will consist of Segments A-E within the Town of Addison:

- SEGMENT A: Construction of trail from south pedestrian bridge to Vitruvian Way
- SEGMENT B: Construction of bridges across Farmers Branch Creek connecting SEGMENT A trail
- SEGMENT C: Construction of sidewalks along Vitruvian Way from Ponte Ave to Spring valley Rd
- SEGMENT D: Reconstruction of Spring Valley Road from Woodway Dr to east of Vitruvian Way
- SEGMENT E: Construction of trail from Spring Valley Road to existing trail network near Sherry Ln

SEGMENTS A and B are also known as "Vitruvian Trail." SEGMENT B is also known as "Redding Trail."

SEGMENT F: Construction of trail connection between Brookhaven College in Farmers Branch and SEGMENT A (Vitruvian Trail) in the Town of Addison. COUNTY will be the LEAD AGENCY for SEGMENT F from commencement of planning to completion of construction.

Article V

FISCAL FUNDING

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of COUNTY funding for each item and obligation contained herein. TOWN shall have no right of

action against the County of Dallas as regards this PSA, specifically including any funding by COUNTY of the PROJECT in the event that the COUNTY is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the COUNTY, at its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by Chapter 791, Texas Government Code.

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of TOWN funding for each item and obligation contained herein. COUNTY shall have no right of action against the TOWN as regards this PSA, specifically including any funding by TOWN of the PROJECT in the event that the TOWN is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the TOWN, as its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by Chapter 791, Texas Government Code.

ARTICLE VI

AGREEMENTS

COUNTY AND TOWN DO COVENANT AND AGREE AS FOLLOWS

1. TOWN will be the LEAD AGENCY for the PROJECT, SEGMENTS A-E, from commencement of planning to completion of construction. TOWN and COUNTY mutually agree that the PROJECT limits for SEGMENTS A-C are from the southern pedestrian bridge approximately 120 feet north of the TOWN corporate limits near Farmers Branch Creek northeastward along Farmers Branch Creek and Vitruvian Way to the southern ROW limit of Spring Valley Road (all located within the boundaries of the TOWN). TOWN and COUNTY also mutually agree SEGMENTS D AND E include the portion of Spring Valley Road from Woodway Drive to east of Vitruvian Way and a trail from Spring Valley Road north connecting to the existing trail network near Sherry Lane (all located within the boundaries of the TOWN). TOWN and COUNTY mutually agree that the PROJECT limits are as stated in the ATTACHMENT A, Project Scope. TOWN and COUNTY mutually agree that the PROJECT limits are as stated in the ATTACHMENT A, Project Scope.
2. COUNTY will be the LEAD AGENCY for SEGMENT F (Project 17701) in a separate PSA from commencement of planning to completion of construction. TOWN and COUNTY mutually agree that the project limits for SEGMENT F are generally from Brookhaven College in Farmers Branch to SEGMENT A (Vitruvian Trail) in the Town of Addison. TOWN and COUNTY mutually agree that the SEGMENT F LIMITS will be further developed in the PSA for Project 17701.
3. The agreed upon STANDARD BASIC PROJECT DESIGN for the project is as defined in the PROJECT SCOPE SHEETS, ATTACHMENT "A". Such design shall be the STANDARD BASIC PROJECT DESIGN for the PROJECT and specifically does not include PAVING and DRAINAGE AMENITIES or UTILITY BETTERMENTS as defined in the MASTER AGREEMENT.

4. The PROJECT may require the acquisition of right-of-way, which is specifically all real property needed or convenient for roadway and/or drainage purposes as shown in the PROJECT design or right-of-way plans and specifically includes all real property outside of the designed right-of-way needed, if applicable, or convenient to the construction, drainage, interface with adjoining streets or alleys, driveways or other access ways or other PROJECT permanent or temporary easements which is approved by TOWN and COUNTY. Such right-of-way acquisition, except for Segment F, shall be the responsibility of the TOWN as LEAD AGENCY, and shall be funded as part of PROJECT costs.
5. TOWN has been awarded \$2,937,600.00 in NCTCOG Sustainable Development funding by the RTC that requires a local match of \$734,400.00 to leverage the Sustainable Development funding. The Sustainable Development local match shall be shared by TOWN and COUNTY funding participation on construction of items that NCTCOG has approved to be eligible for counting towards the Sustainable Development local match. The NCTCOG Sustainable Development funding and local match shall be used for SEGMENTS A-F.

ARTICLE VII

TOWN COVENANTS AND AGREES AS FOLLOWS

1. TOWN shall be the LEAD AGENCY for SEGMENTS A-E of the PROJECT. TOWN will provide project management for SEGMENTS A-E of the PROJECT from commencement of planning to completion of construction.
2. TOWN will execute the necessary agreements for the implementation of design and construction of the PROJECT mutually agreed upon and incorporated herein by this PSA.
3. TOWN will enter into a Regional Toll Revenue Advanced Funding Agreement (RTRFA) with the Texas Department of Transportation (TxDOT) to secure funding awarded during the 2009-10 Sustainable Development Call for Projects as identified in ATTACHMENT "B".
4. This PSA is TOWN approval of the preferred alignment, proposed estimated budget and funding as shown in the CURRENT COST ESTIMATES AND FUNDING SOURCES, ATTACHMENT "B", and commitment to meet PROJECT funding for each milestone (subject, however, to the provisions of this PSA, including, without limitation, the provisions of Article V, FISCAL FUNDING, hereof).
5. If the TOWN requests to add relocation or adjustment of TOWN UTILITIES or UTILITY BETTERMENTS, as defined in the MASTER AGREEMENT, TOWN covenants and agrees that it will pay 100% of the costs of these additions.
6. This PSA is specifically conditioned upon the TOWN providing supplemental funding.
7. TOWN will confirm that all COUNTY funded transportation infrastructure elements are dedicated to the public right of way or for public usage perpetually.
8. In order to certify compliance with the expenditure of the PROJECT funding for this PSA, the TOWN agrees to furnish to the COUNTY, its Auditor, or its designated representative(s) the unrestricted right to audit any and all accounting and other records regarding any funds paid or claimed under this agreement, including, but not limited to all books, records, reports, tickets, deposits, expenditure, budget or any item therein, supporting data, computer records and programs, and all items of hardware, software or firmware, or any other item utilized by the TOWN regarding this PSA (records). TOWN contracts and agrees that all records shall be kept

and maintained for a period of time not less than four (4) years from the date of the termination of this PSA. Such records shall be provided to the COUNTY in Dallas County, Texas and available for any audit during normal business hours and within five (5) days following the COUNTY'S written request.

- a. The results of any audit may be furnished to TOWN for comment. In the event that any audit shall determine that moneys are owed to COUNTY, TOWN shall have the right to review and analyze the same and to discuss the audit with the COUNTY and its auditors. If owed by TOWN to COUNTY, such sums are deemed to be due and payable to Dallas County, Texas, within thirty (30) days after the date that such final determination is made.
 - b. The audit provisions of this agreement shall survive the termination of this agreement until all PROJECT claims to which Dallas County, Texas, is or may be a party, are fully paid or reduced to judgment not subject to appeal and barred by the Texas Statute regarding limitation of actions.
9. For SEGMENTS A-E, TOWN will accomplish all tasks and responsibilities of the LEAD AGENCY as set forth in the MASTER AGREEMENT and as specifically referred to but not limited to in Article I. Definitions, h); Article VII, P.; Article IX, F,G and L.
 10. TOWN will allocate for SEGMENT F a minimum of \$250,000 from the NCTCOG Sustainable Development grant regional toll revenue funding to match COUNTY MCIP funding reserved for SEGMENT F. TOWN will retain the right to review plans, change orders and amendments prior to and during construction of SEGMENT F construction elements within the Town of Addison. TOWN will provide timely design and change order review comments.
 11. TOWN will utilize all funding provided by COUNTY solely for the purpose of construction and plan review for the named PROJECT.

ARTICLE VIII.

COUNTY COVENANTS AGREES AS FOLLOWS:

1. COUNTY shall be the LEAD AGENCY for SEGMENT F. COUNTY will provide project management for SEGMENT F of the PROJECT from commencement of planning to completion of construction. COUNTY will accomplish all tasks and responsibilities of the LEAD AGENCY as set forth in the MASTER AGREEMENT.
2. COUNTY will retain the right to review plans, change orders and amendments during construction of SEGMENTS A-E. COUNTY will provide timely design and change order review comments.
3. COUNTY will coordinate and execute the necessary agreements for the implementation of design and construction of the SEGMENT F portions outside the TOWN LIMITS.
4. COUNTY will provide PROJECT funding in an amount not to exceed TWO MILLION ONE HUNDRED THIRTY THOUSAND DOLLARS AND NO CENTS (\$2,130,000.00) towards transportation infrastructure elements identified in ATTACHMENTS "A" and "B" that are eligible for COUNTY MCIP funding. Funding for each segment is detailed in ATTACHMENT "B". From the aforesaid \$2,130,000.00, COUNTY project delivery costs

including but not limited to design review and construction inspection in an amount to not exceed \$130,000.00 will be deducted from COUNTY financial participation further detailed in ATTACHMENT "B".

5. COUNTY will provide MCIP funding for SEGMENTS A-E that provide improve or enhance capacity on regional thoroughfares. This includes road reconstruction for widening, intersection improvements and strategic multimodal connections within the public right of way or for public use linking together sidewalks and nearby off-street trails into a regional multimodal route. COUNTY will not fund sidewalks outside the public right of way.
6. COUNTY will provide MCIP funding for the portion of bridges in SEGMENT B facilitating pedestrian and bicycle connections to trails dedicated for public usage and sidewalk connections within the public right of way.

ARTICLE IX.

FUNDING

1. COUNTY and TOWN mutually agree to proportionately fund the DIRECT PROJECT and PROGRAM cost as follows.
2. Notwithstanding any provision in the MASTER AGREEMENT, any amendment thereto, if any, this PSA or any other agreement between the parties, COUNTY's total obligation to this PROJECT is to provide funding in an amount not to exceed **TWO MILLION ONE HUNDRED THIRTY THOUSAND DOLLARS AND NO CENTS (\$2,130,000.00)** for the **Total Project Costs**, less any in-house project delivery costs not to exceed \$130,000.00 as set forth in Article VIII, Item 4. If the total PROJECT costs excluding trail amenities or utility betterments should exceed this amount, the TOWN and COUNTY agree to amend the Project's scope to remain within the current estimated **Not To Exceed Amount** or all County Commissioners Court approved, additional PROJECT costs. MCIP funding of \$1,630,000 shall be combined with \$500,000 which shall be transferred from Road and Bridge District 1 funding to Fund 196, Project 08201 for use in the above stated PROJECT.
3. TOWN agrees to encumber an amount adequate for total estimated PROJECT costs as determined prior to the commencement of each PROJECT milestone. TOWN shall invoice COUNTY for payment as defined in the CURRENT COST ESTIMATES AND FUNDING SOURCES, ATTACHMENT "B". The COUNTY will pay PROJECT costs as invoiced by the TOWN in accordance with the Texas Prompt Payment Act.
4. TOWN covenants and agrees that it has included PAVING and DRAINAGE AMENITIES, UTILITY BETTERMENTS as defined in the MASTER AGREEMENT, and relocation or adjustment of TOWN UTILITIES in the PROJECT. TOWN and COUNTY agree that TOWN, in addition to the above listed PROJECT cost, shall pay 100% of each item and all additional County DIRECT PROJECT and PROGRAM COST for the inclusion of such items in the PROJECT.
5. The TOWN will be responsible for its share of MCIP eligible costs, which are estimated to be **Five Million Dollars and no cents. (\$5,000,000.00)** If the total PROJECT costs should exceed this amount, the TOWN agrees to amend the PROJECT'S scope to remain within the current estimated **not to exceed amount** or be responsible for all additional project costs.

6. Any residual MCIP funding from one segment can be allocated towards another segment matching up to 50% on MCIP eligible items as described in Attachment "B".

ARTICLE X.

MISCELLANEOUS:

1. **No Third Party Beneficiaries.** The terms and provisions of this PSA are for the benefit of the parties hereto and not for the benefit of any third party. It is the express intention of TOWN and COUNTY that any entity other than TOWN or COUNTY receiving services or benefits under this PSA shall be deemed an incidental beneficiary only. This PSA is intended only to set forth the contractual right and responsibilities of the parties hereto.
2. **Applicable Law.** This PSA is and shall be expressly subject to the Sovereign Immunity of COUNTY and Governmental Immunity of TOWN, Title 5 of the Texas Civil Practice and Remedies Code, as amended, and all applicable Federal and State Law. This PSA shall be governed by and construed in accordance with the laws and case decisions of the State of Texas. Exclusive venue for any legal action regarding this PSA filed by either TOWN or COUNTY shall be in Dallas County, Texas.
3. **Notice.** Any notice provided for in this Agreement to be given by either party to the other, shall be required to be in writing and shall be deemed given when personally delivered, or two (2) business days after being deposited in the United States Mail, postage prepaid, certified, returned receipt requested, or registered addressed as follows:
 - a) To County: County of Dallas
Ms. Alberta L. Blair, P.E.
Director of Public Works
Dallas County Administration Building
411 Elm Street, Fourth Floor
Dallas County, Texas 75202-3389
 - b) To TOWN: Ms. Nancy Cline, P.E.
Town of Addison
Director of Public Works
16801 Westgrove Dr.
Addison, Texas 75001
 - c) Either party may change its address for notice by giving the other party notice thereof.
4. **Assignment.** This PSA may not be assigned or transferred by either party without the prior written consent of the other party.
5. **Binding Agreement; Parties Bound.** This PSA has been duly executed and delivered by both parties and constitutes a legal, valid and binding obligation of the parties, their successors and permitted assigns.
6. **Amendment.** This PSA may not be amended except in a written instrument specifically referring to this PSA and signed by the parties hereto.

7. **Number and Gender.** Words of any gender used in this PSA shall be held and construed to include any other gender and words in the singular shall include the plural and vice versa, unless the context clearly requires otherwise.
8. **Effective Date.** This PSA shall commence on the Effective Date. The Effective Date of this PSA shall be the date it is executed by the last of the parties. Reference to the date of execution shall mean the Effective Date.
9. **Counterparts.** This PSA may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
10. **Severability.** If one or more of the provisions in this PSA shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not cause this PSA to be invalid, illegal or unenforceable, but this PSA shall be construed as if such provision had never been contained herein, and shall not affect the remaining provisions of this PSA, which shall remain in full force and effect.
11. **Entire Agreement.** This PSA embodies the complete agreement of the parties, supersedes all oral or written previous and contemporary agreements between the parties and relating to matters in the PSA.
12. **Contingent.** This Agreement is expressly subject to and contingent upon formal approval by the Dallas County Commissioners Court and by resolution of the respective Town's Councils.

The Town of Addison, State of Texas, has executed the Agreement pursuant to duly authorized TOWN Council Resolution _____, Minutes _____ Dated the 2nd day of February, 2010

The County of Dallas, State of Texas, has executed this agreement pursuant to Commissioners Court Order Number 2010-1854 and passed on the 2nd day of November, 2010.

TOWN OF ADDISON

COUNTY OF DALLAS

BY [Signature]
TITLE MAYOR

BY [Signature]
JIM FOSTER, COUNTY JUDGE

ATTEST:

APPROVED AS TO FORM*:

[Signature]
TOWN SECRETARY \ ATTORNEY

[Signature]
Gordon R. Hikel, Chief, Civil Division
Assistant District Attorney

*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

ATTACHMENT A
Project Supplemental Agreement to
Master Agreement Governing
Transportation Major Capital Improvement Projects

ATTACHMENT A CONTENTS

Item:	Page:
Contents	A1
 <u>Maps:</u>	
Overview of Project Segments A-E	A2
Context of Project in relation to NCTCOG Regional Veloweb	A3
Regional Connectivity	A4
Local Area Context	A5
 <u>Scoping Sheets:</u>	
Segment A-C – Vitruvian Trail, Bridges & Sidewalks	A6-A15
Segment D – Spring Valley Road widening	A16-A25
Segment E – Redding Trail	A26-A35

PROJECT CONTEXT AND SCOPE

Project Name: Addison Trail (Segments A-E)
MCIP Project: 10307

The PROJECT is the construction of transportation infrastructure in the public right of way facilitating multimodal connectivity for vehicles, pedestrians, bicycles and other non-vehicular travel. These improvements will provide connections between surrounding destinations and within a pedestrian-oriented mixed-use neighborhood connecting home, work, recreation, retail, dining and education. The following figures show the regional context of this trail connection and the locations of SEGMENTS A-E from this PROJECT. Although SEGMENT F is in a separate project, it is presented to show how both projects will together facilitate multimodal connectivity to a regional destination, Brookhaven College.

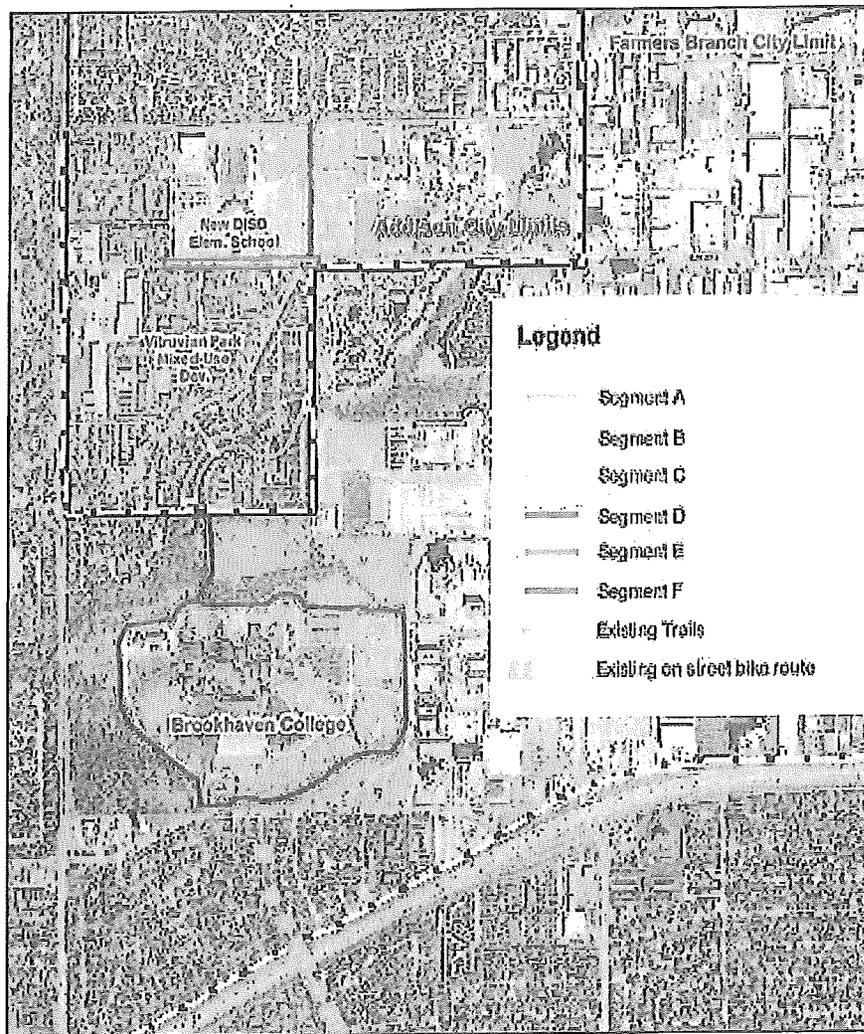


Figure A1: Aerial map showing SEGMENTS A-E from MCIP 10307 and SEGMENT F from MCIP 17701. Note the alignment shown for SEGMENT F connection to central campus is conceptual only until the final alignment will be approved by the City of Farmers Branch and Brookhaven College.

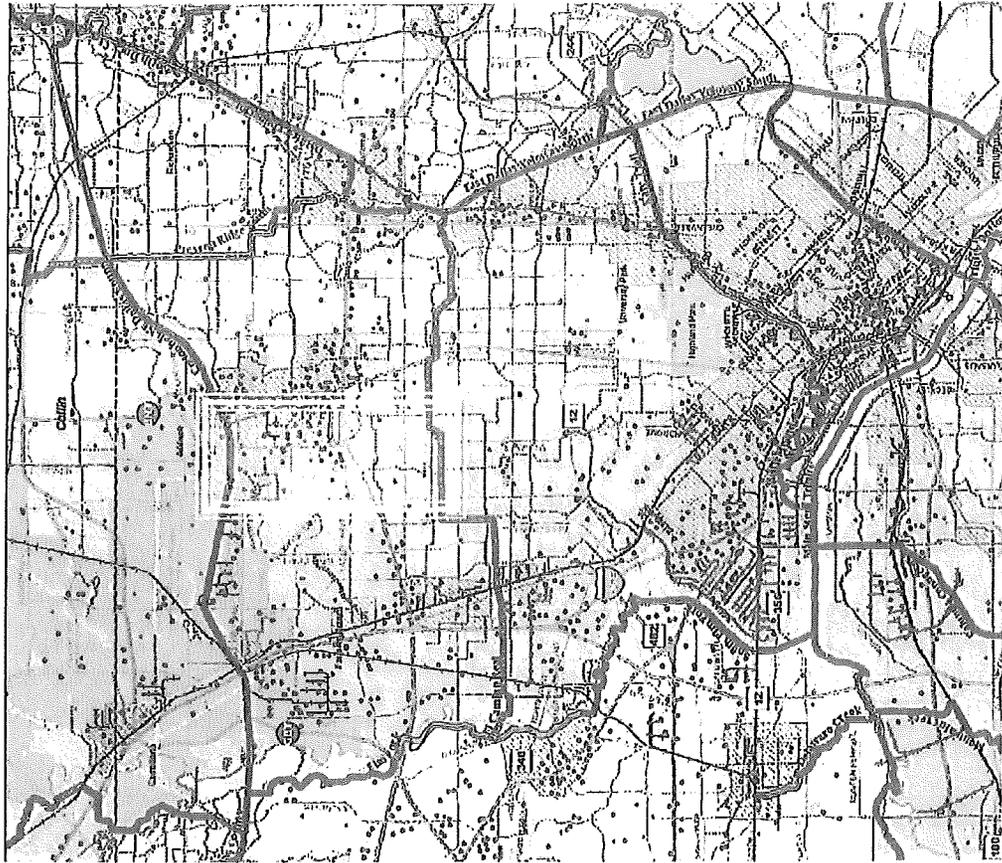


Figure A2: Regional context for Addison Trail route within white rectangular frame detailed in Figure A1.3 (Source: NCTCOG website, 1/28/2010)

Legend

- Regional Veloweb Alignment
- Completed Regional Veloweb
- Funded Regional Veloweb
- Bicycle and Pedestrian Transportation District
- Bike Trails - Undergoing Updates
- Existing Rail Station
- Existing TRE Rail Line
- Future Commuter Rail Line, Mobility 2030
- Abandoned Rail Corridor
- Utility Corridor
- Rail Line, TxDOT Data
- Major Employer (100+)
- School
- Park
- Lakes and Streams
- MPA Boundary
- County Boundary

Breakout Mapping Key

- Functional Trail
- Needs Improvement - Deteriorating Facilities
- Missing Connections - Trail is Incomplete
- Location for possible trail re-alignment or expansion

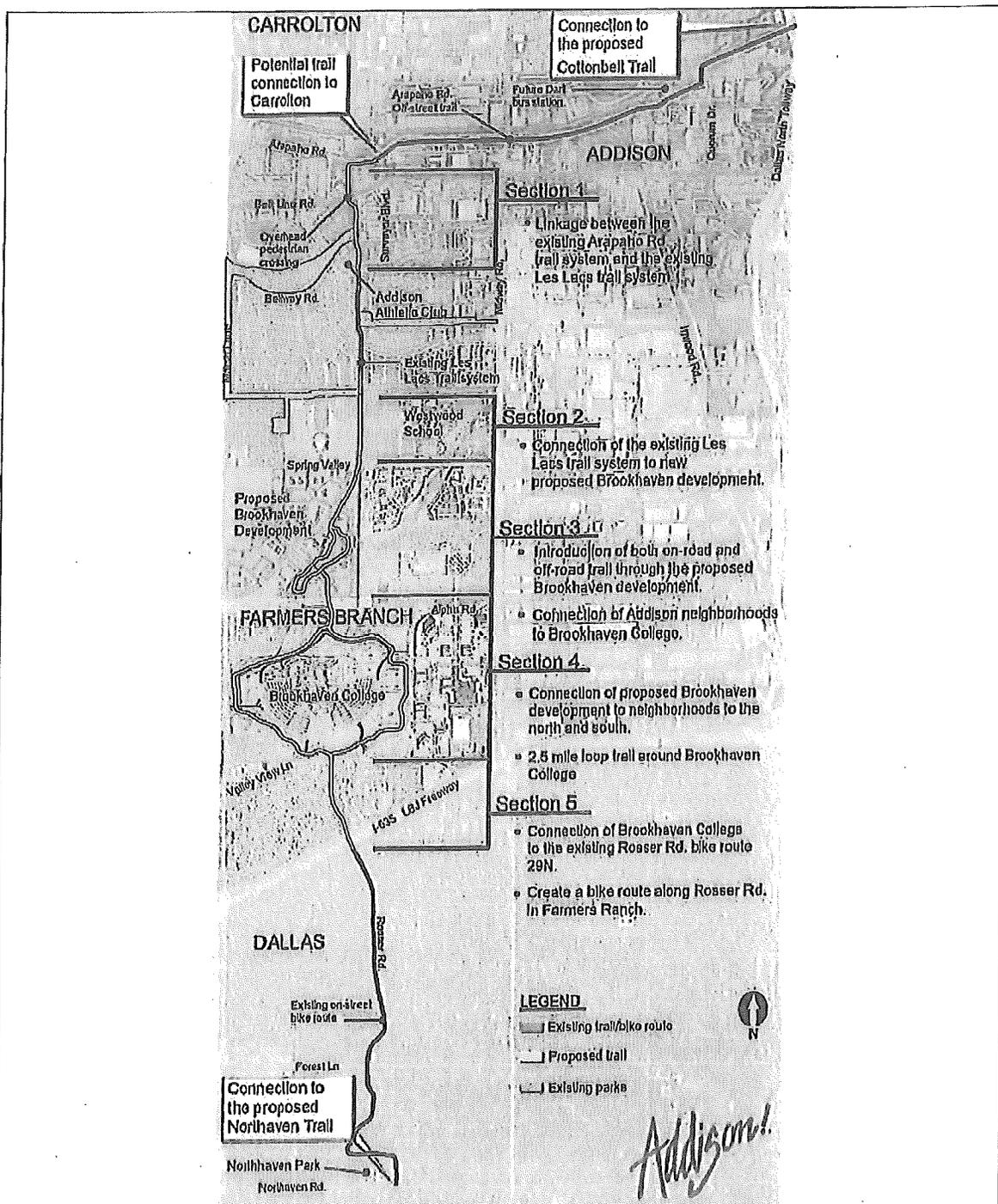


Figure A3: Detailed context of Addison Trail within 6.5-mile regional connection between future Northaven Trail and Cottonbelt Trail. Proposed improvements in this PSA to occur in Sections 2 and 3. Note "Proposed Brookhaven Development" on this map is the current Vitruvian Park pedestrian-oriented development (Source: Town of Addison MCIP 5th Call application)

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

SPECIFIC R.O.W. ALIGNMENT DESCRIPTION

City or Town Council approves of the Financing, Construction or Improvement on the Vitruvian Park Trail System project with Dallas County. The right of way will have an approximate width of 9' feet or as otherwise necessary and convenient for construction of the project and consent to acquire by easement which Dallas County Commissioners Court or City/Town Council determines is necessary or convenient to the project.

LEAD AGENCY:	Town of Addison
LEAD AGENCY'S PROJECT MANAGER:	Clay Barnett
CONTACT INFORMATION:	(972) 450-2857
PROJECT LIMITS:	Vitruvian Way, Farmers Branch, Spring Valley
PROJECT LENGTH:	6,150 Linear Feet

MAP IDENTIFYING LIMITS AND PREFERRED ALIGNMENT:
<PLEASE INCLUDE A MAP WITH AERIAL IMAGERY THAT IDENTIFIES THE
PROJECT LIMITS AND SHOWS THE PREFERRED ALIGNMENT OF THE PROPOSED
MULTIUSE PATHWAY. PLEASE EITHER INSERT SMALL MAP HERE OR ATTACH
MAP AS THE FOLLOWING PAGE >

Refer to Figure A1 for linework showing locations of Segments A, B and C

ATTACHMENT A

Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects

PROJECT SCOPING SHEETS FOR MULTIMODAL PATHWAYS (TRAILS)

Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307

EASEMENT TOPICS

IN THE TABLE BELOW LIST EACH AGENCY/ENTITY WITH PROPERTY AFFECTED BY ALIGNMENT (E.G. DART, ONCOR, TXDOT) AND FOR EACH PROPERTY OWNER LIST EASEMENT TYPES (E.G. SIDEWALK, TRAIL, SHARED USE).

Approximate Segment Start	Approximate Segment End	Proposed Pavement Width (ft)	Proposed Shoulder Width (ft)	Proposed Easement Width (ft)	Proposed Easement Type	Agency or Entity to Grant Easement
Spring Valley Rd	Vitruvian Park	10'	N/A	9'	Sidewalk easement	Private Developer
Vitruvian Park	Vitruvian Park	8'	N/A	N/A	N/A	Town ownership

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

EASEMENT TOPICS

RIGHT OF WAY CONSTRAINTS, IF ANY, PROVIDE A LIST AND DESCRIPTION
ALONG WITH DATA FOR RISK ASSESSMENT: YES NO

ANY NON-ROUTINE, i.e., CEMETARY, JUNK YARD, OLD CHURCHES, SERVICE
STATIONS, CONTAMINATED SOILS, LANDFILLS, NOISE WALL CONSIDERATIONS,
TRAILER PARKS, RESIDENT RELOCATION? YES NO

If yes, please define below:

- ANY NON-CONFORMING ISSUES? YES NO
- ANY WATER WELLS? YES NO
- EASEMENT/R.O.W. MAP NEEDED? YES NO
- FIELD NOTES NEEDED? YES NO
- R.O.W. PLATS NEEDED? YES NO
- R.O.W. ACQUISITION? YES NO
- TREE MITIGATION ORDINANCE? YES NO
- PARKING/LOSS OF PARKING CONSIDERATIONS? YES NO
- HISTORICAL SITE CONSIDERATION? YES NO

ATTACHMENT A

Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects

PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)

Segments A, B and C of Addison Multimodal Connectivity Improvements

MCIP Project: 10307

TRAIL PAVEMENT AND ALIGNMENT TOPICS

PAVEMENT SECTION

DESIGN STANDARDS TO BE USED?
(e.g. AASHTO, TAS)

TAS, Town of Addison, NCTCOG

ORDER OF PRECEDENCE OF STANDARDS

TAS, Town of Addison, NCTCOG

PAVEMENT WIDTH:

Existing: None

Proposed: 8' - 10' sidewalks

BICYCLE DESIGN SPEED

n/a

PAVEMENT CROSSFALL (1-2%):

2% max

GRADE REQUIREMENTS:

Any deep cuts, high fills? YES NO

Maximum vertical grade: 4.85%

Density measurements required: YES NO

Will switchbacks be necessary to comply with grade requirements: YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

TRAIL PAVEMENT AND ALIGNMENT TOPICS (continued)

ROADWAY CROSSINGS INVOLVED? YES NO

DRIVEWAY CROSSINGS INVOLVED? YES NO

RAILROAD CROSSINGS INVOLVED? YES NO

BRIDGES OR GRADE SEPARATIONS? YES NO

If yes, please specify facility(ies) below:

Farmers Branch Creek

MINIMUM RAILING HEIGHT

SIGNAGE AND/OR DISTANCE MARKERS?

If yes, please specify types and generally describe locations:

Way-finding signage in the park adjacent to trail system and also along Vitruvian Way adjacent to the sidewalk.

PAVEMENT STRUCTURE

MAINTENANCE VEHICLE TRAFFIC? YES NO

MINIMUM PAVEMENT STRUCTURE THICKNESS:

CONCRETE REINFORCEMENT TYPE (E.G. REBAR OR FIBER): #3 Rebars at 18" OC

EXPANSION JOINT INTERVALS: 40'-50'

EXPANSION JOINT MATERIAL: Redwood

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

DRAINAGE TOPICS

STORM SEWER DESIGN CRITERIA:

TxDOT CITY HYDRO-35 TP-40

INLET DEPTHS (APPROPRIATE FOR PAVEMENT THICKNESS)

n/a

MINIMUM COVER FOR LATERALS

36"

BRIDGES/BOX CULVERTS INVOLVED? YES NO

If yes, specify involvement: BRIDGE(S) BOX CULVERT(S)

FLOOD PLAIN CONSIDERATION?

YES NO

If yes, what frequency storm event does the trail need to remain clear of?

100

If yes, how many feet of freeboard are required?

2'

PERMITS

COE 404 PERMITS NEEDED YES NO

TNRCC 401 PERMIT YES NO

CDC PERMIT YES NO

EIS YES NO

ADA PERMIT YES NO

TDLR PERMIT YES NO

ANY OTHER PERMITS FROM OTHER AGENCIES SUCH AS TxDOT, DFW AIRPORT,
DART, ETC.? YES NO

If yes, please document below:

Water Rights Permit

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

UTILITIES

LIST OF ALL KNOWN UTILITIES:

Water, sanitary sewer, storm drain, gas, telecommunications, electric all cross the proposed sidewalk/trail system

DOCUMENT KNOWN RISKS (TRA lines, Transmission Towers, Lone Star Gas Valve Stations) FOR OUR UTILITY PARTNERS:

None

ARE UTILITIES ALONG PROPOSED PATHWAY? YES NO

DO UTILITIES OWN THEIR R.O.W. OR HAVE PREVIOUS EASEMENTS?

YES NO UNDETERMINED

If yes, please describe below:

IF NECESSARY, HAS WORK ORDER BEEN ISSUED FOR SUE (Subsurface Utility Engineering)?

YES NO NOT NECESSARY

ANY UNUSUAL CONSIDERATIONS? YES NO

If yes, please document below:

WATER UTILITY BETTERMENTS? YES NO

WATER UTILITY RELOC.? YES NO

SAN. SEWER BETTERMENTS? YES NO

SAN. SEWER RELOC.? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)

Segments A, B and C of Addison Multimodal Connectivity Improvements

MCIP Project: 10307

ADDITIONAL TOPICS OF CONCERN

LANDSCAPING (OTHER THAN SODDING)? YES NO

EXPOSED AGGREGATE DRIVEWAYS, SIDEWALKS? YES NO

STAMPED/COLORED CONCRETE? YES NO

IRRIGATION? YES NO

BRICK PAVERS? YES NO

If yes, please define location(s):

Border and banding along sidewalks

TRAIL LIGHTING? YES NO

If yes, please define location(s) and spacing of lighting poles:

Poles located approximately every 66' along sidewalks and approximately every 75' throughout the park along the trail system

TRAFFIC/CROSSING SIGNALS? YES NO

CROSSWALK MARKINGS? YES NO

ON-STREET DEDICATED BIKE LANES? YES NO If yes, specify width:

BUS STOPS OR BUS SHELTERS? YES NO

RETAINING WALLS? YES NO

If yes, please specify wall type (stone, blocks, gabions, proprietary types, etc.):

Concrete retaining walls, adjacent to trail system at a couple of locations in the park

DECORATIVE RAILINGS? YES NO

LOGO COLUMNS? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segments A, B and C of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

ADDITIONAL TOPICS OF CONCERN (Continued)

SOD, SEEDING, TOPSOIL?

SOD SEEDING TOPSOIL OTHER:

WAYFINDING MAPS? YES NO

ANY ADDITIONAL AMENITIES (NOT NECESSARILY FUNDED BY COUNTY)
ADJACENT TO TRAIL (E.G. 911 MARKERS, BENCHES, FOUNTAINS, LOGOS, TRASH
CANS)?

If yes, please specify amenity(ies) below:

Yes. Benches, fountains, pet waste disposal, trash cans, bike racks

ANY PARALLEL FACILITIES PLANNED (E.G. JOGGING PATH NEXT TO CONCRETE
MULTIMODAL PATHWAY)? YES NO

CONSTRUCTION AREA LIMITS OF DISTURBANCE: 12 Acres

**SPECIAL SCHOOL OR EMERGENCY VEHICLE
CONSIDERATIONS**

ANY NEARBY OR ADJACENT SCHOOLS, PARKS, CITY HALL, FIRE OR POLICE
DEPARTMENT REQUIRING SPECIAL CONSIDERATION? YES NO

If yes, please list the special consideration(s) below:

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)

Segments A, B and C of Addison Multimodal Connectivity Improvements

MCIP Project: 10307

PUBLIC INVOLVEMENT

NEIGHBORHOOD MEETING, REQUIRED? YES NO

HAVE ALL NEIGHBOR GROUPS PROVIDED EARLY INPUT?

YES NO N/A

IF REQUIRED WHO CONDUCTS, CITY OR COUNTY?

CITY COUNTY N/A

DOCUMENT POTENTIAL SITES FOR PUBLIC AND/OR NEIGHBORHOOD MEETINGS:

CONSTRUCTIBILITY REPORT

FROM INSPECTION STAFF, DOCUMENT ANY AND ALL ISSUES THAT MAY AFFECT
PROJECT SCOPE, BUDGET, CONSTRUCTIBILITY, THE PROJECT SCHEDULE AND/OR
THE SAFETY OF PROJECT?

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

SPECIFIC R.O.W. ALIGNMENT DESCRIPTION

Town Council approves of the Financing, Construction or Improvement on Spring Valley Rd ___ beginning at Woodway Dr_ and ending at Vitruvian Way, with an approximate width of _58'_ or as otherwise necessary and convenient for construction of the project, as more fully described in the City/NCTCOG Thoroughfare/ Transportation Plan and consent to acquire by condemnation, right of way or easement which Dallas County Commissioners Court determines is necessary or convenient to the project.

LEAD AGENCY:	Town of Addison
LEAD AGENCY'S PROJECT MANAGER:	Clay Barnett
CONTACT INFORMATION:	(972) 450-2857
PROJECT LIMITS:	Woodway Dr to Vitruvian Way
PROJECT LENGTH:	0.5 mile

PAVEMENT AND ALIGNMENT TOPICS

PAVEMENT SECTION

PAVING DESIGN CRITERIA

Addison Standard Section (TOA standard Paving design criteria)

ROW WIDTH:

Existing: 62'

Proposed: 78'

PAVEMENT WIDTH:

Existing: 44'

Proposed: 58'

No. of lanes proposed: 4

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

PAVEMENT CROSSFALL:

PROPOSED	2.0%
MINIMUM	1.63%
MAXIMUM	2.36%

MEDIANS

MEDIAN WIDTH 4'-14'

ANY MID BLOCK OPENINGS TO CONSIDER? YES NO

ANY SIDE STREETS TOO CLOSE FOR OPENING? YES NO

STANDARD TURN LANE WIDTH 10'

STANDARD NOSE WIDTH 4'

PARKWAY:

Proposed Width 10'

Proposed Sidewalk Width 5'-12'

Parkway cross fall slope maximum 4:1

GRADE REQUIREMENTS:

Is TC 6" below adjacent ground criteria to be followed? YES NO

Any deep cuts, high fills? YES NO

VERTICAL GRADE:

MINIMUM 0.61%

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

MAXIMUM

2.21%

CENTERLINE ALIGNMENT POSITION:

IN CENTER OF EXISTING ROW? YES NO

OFFSET FROM CENTER? YES NO If yes, what distance?

8'

ON BRAND NEW ALIGNMENT? YES NO

LEFT TURN LANES: YES NO

If yes, are left turn lanes designated or continuous? DESIGNATED CONTINUOUS

MINIMUM LENGTH: 230'

MINIMUM STORAGE: 140'

WIDTH: 10'

ANY DUAL LEFT TURN LANES? YES NO

ANY FREE RIGHT TURN LANES? YES NO

CRASH CUSHIONS/ATTENUATORS INVOLVED? YES NO

RAILROAD CROSSINGS INVOLVED? YES NO

NOTE: IF CURRENT CROSSING IS NOT USED, IS ABANDONMENT AN OPTION?

YES NO N/A

PAVEMENT STRUCTURE

DESIGN WHEEL LOAD

Addison Standard

BUS AND HEAVY TRUCK TRAFFIC? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

ROADWAY CLASSIFICATION

MINIMUM PAVEMENT STRUCTURE THICKNESS:

MINIMUM PAVEMENT BASE OR SUBGRADE THICKNESS:

DESIGN SPEED

POSTED SPEED

DRIVEWAYS

MAXIMUM RESIDENTIAL GRADE (%)

MAXIMUM COMMERCIAL GRADE (%)

MINIMUM COMMERCIAL DRIVEWAY WIDTH

SIDE STREET CONSIDERATIONS:

TURNING RADIUS, MINIMUM

PAVEMENT THICKNESS

COMMERCIAL DRIVEWAY THICKNESS

DRAINAGE TOPICS

STORM SEWER DESIGN CRITERIA:

TxDOT CITY HYDRO-35 TP-40

INLET DEPTHS (APPROPRIATE FOR PAVEMENT THICKNESS)

MINIMUM COVER FOR LATERALS

BRIDGES/BOX CULVERTS INVOLVED? YES NO
If yes, specify involvement: BRIDGE(S) BOX CULVERT(S)

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

100 YEAR FLOOD PLAIN CONSIDERATION? YES NO
If yes, how many feet of freeboard are required?

PERMITS

COE 404 PERMITS NEEDED YES NO
TNRCC 401 PERMIT YES NO
CDC PERMIT YES NO
EIS YES NO
ADA PERMIT YES NO

ANY OTHER PERMITS FROM OTHER AGENCIES SUCH AS TXDOT, DFW AIRPORT,
DART, ETC.? YES NO
If yes, please document below:

UTILITIES

LIST OF ALL KNOWN UTILITIES:

Oncor Electric, Atmos Gas, AT&T, Time Warner

DOCUMENT KNOWN RISKS (TRA lines, Transmission Towers, Lone Star Gas Valve
Stations) FOR OUR UTILITY PARTNERS:

Atmos Gas Lines

ARE UTILITIES ON EXISTING STREET R.O.W.? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

DO UTILITIES OWN THEIR R.O.W. OR HAVE PREVIOUS EASEMENTS?

YES NO UNDETERMINED

If yes, please describe below:

HAS WORK ORDER BEEN ISSUED FOR SUE (Subsurface Utility Engineering)?

YES NO

ANY UNUSUAL CONSIDERATIONS? YES NO

If yes, please document below:

R-O-W ACQUISITION

RIGHT OF WAY CONSTRAINTS, IF ANY, PROVIDE A LIST AND DESCRIPTION
ALONG WITH DATA FOR RISK ASSESSMENT: YES NO

ANY NON-ROUTINE, i.e., CEMETARY, JUNK YARD, OLD CHURCHES, SERVICE
STATIONS, CONTAMINATED SOILS, LANDFILLS, NOISE WALL CONSIDERATIONS,
TRAILER PARKS, TREE ORDINANCES? YES NO

If yes, please define below:

ANY NON-CONFORMING ISSUES? YES NO

R.O.W. MAP NEEDED? YES NO

FIELD NOTES NEEDED? YES NO

R.O.W. PLATS NEEDED? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

- RELOCATION ASSISTANCE INVOLVED? YES NO
- PARKING/LOSS OF PARKING CONSIDERATIONS? YES NO
- HISTORICAL SITE CONSIDERATION? YES NO

USUAL CITY TOPICS OF CONCERN

DESIGN STANDARDS TO BE USED?

Town of Addison

ORDER OF PRECEDENCE OF STANDARDS

Town, NCTCOG, TxDOT

AUXILIARY LANES? YES NO

PROVISIONS FOR FUTURE WIDENING? YES NO

LANDSCAPING? YES NO

EXPOSED AGGREGATE DRIVEWAYS, SIDEWALKS? YES NO

STAMPED/COLORED CONCRETE? YES NO

IRRIGATION? YES NO

BRICK PAVERS? YES NO

If yes, please define location(s):

Vitruvian Way Intersection Crosswalks, Median Nose

STREET LIGHTING? YES NO

TRAFFIC SIGNALS? YES NO

PAVEMENT MARKINGS? YES NO

BIKE LANES (EXTRA WIDTH)? YES NO If yes, specify width: -

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

NEW SIDEWALKS? YES NO

BUS TURNOUTS? YES NO

BUS STOPS OR BUS SHELTERS? YES NO

WATER UTILITY BETTERMENTS? YES NO

WATER UTILITY RELOC.? YES NO

SAN. SEWER BETTERMENTS? YES NO

SAN. SEWER RELOC.? YES NO

RETAINING WALLS? YES NO

If yes, please specify wall type (stone, blocks, gabions, proprietary types, etc.):

SOD, SEEDING, TOPSOIL?

SOD SEEDING TOPSOIL OTHER:

DRAINAGE IMPROVEMENTS? YES NO

RR CROSSING IMPROVEMENTS? YES NO N/A

GRADE SEPARATIONS? YES NO

RAMPS OR CONNECTORS TO TxDOT FACILITIES? YES NO

If yes, please specify facility(ies) below:

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

**SPECIAL SCHOOL OR EMERGENCY VEHICLE
CONSIDERATIONS**

ANY NEARBY OR ADJACENT SCHOOLS, CITY HALL, FIRE OR POLICE
DEPARTMENT REQUIRING SPECIAL CONSIDERATION? YES NO

If yes, please list the special consideration(s) below:

George Bush Elementary School-DISD

PUBLIC INVOLVEMENT

CITY COUNCIL APPROVAL OF ALIGNMENT REQUIRED? YES NO

NEIGHBORHOOD MEETING, REQUIRED? YES NO

HAVE ALL NEIGHBOR GROUPS PROVIDED EARLY INPUT?

YES NO N/A

IF REQUIRED WHO CONDUCTS, CITY OR COUNTY?

CITY COUNTY N/A

DOCUMENT POTENTIAL SITES FOR PUBLIC AND/OR NEIGHBORHOOD MEETINGS:

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS

**Segment D of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

CONSTRUCTIBILITY REPORT

FROM INSPECTION STAFF, DOCUMENT ANY AND ALL ISSUES THAT MAY AFFECT PROJECT SCOPE, BUDGET, CONSTRUCTIBILITY, THE PROJECT SCHEDULE AND/OR THE SAFETY OF PROJECT?

Town of Addison reported that there was no contamination detected when the gas station at southwest corner of Spring Valley Rd and Vitruvian Way was closed and gas tanks were removed. Dallas County recommended geotechnical for SW corner of Spring Valley Rd and Vitruvian Way to ensure there will not be any potential delays during construction occurring in this area of the project.

ATTACHMENT A

Project Supplemental Agreement to Master Agreement Governing Transportation Major Capital Improvement Projects

PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS) Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements MCIP Project: 10307

SPECIFIC R.O.W. ALIGNMENT DESCRIPTION

City or Town Council approves of the Financing, Construction or Improvement on the Redding Trail Extension project with Dallas County. The Redding Trail Extension right of way will have an approximate width of 60 feet or as otherwise necessary and convenient for construction of the project and consent to acquire by easement which Dallas County Commissioners Court or City/Town Council determines is necessary or convenient to the project.

LEAD AGENCY: Town of Addison

LEAD AGENCY'S PROJECT MANAGER: Slade Strickland, Director of Parks and Recreation

CONTACT INFORMATION: O:972-450-2869 Cell: 972-489-4426

sstrickland@addisontx.gov

PROJECT SEGMENT LIMITS: Spring Valley Road north to Redding Trail trailhead on
Northwest Corner of the DISD Loos Athletic Complex

PROJECT SEGMENT LENGTH: 1400 feet

MAP IDENTIFYING LIMITS AND PREFERRED ALIGNMENT:

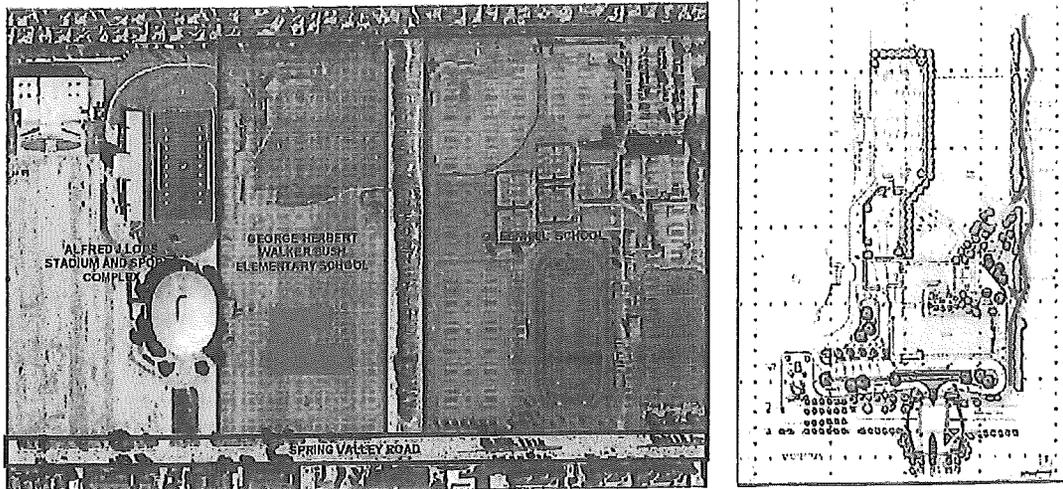


FIGURE A5: Redding trail corridor shown in yellow on diagram at left, while plan at right shows alignment in red

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS FOR MULTIMODAL PATHWAYS (TRAILS)

**Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

EASEMENT TOPICS

IN THE TABLE BELOW LIST EACH AGENCY/ENTITY WITH PROPERTY AFFECTED BY ALIGNMENT (E.G. DART, ONCOR, TxDOT) AND FOR EACH PROPERTY OWNER LIST EASEMENT TYPES (E.G. SIDEWALK, TRAIL, SHARED USE).

Approximate Segment Start	Approximate Segment End	Proposed Pavement Width (ft)	Proposed Shoulder Width (ft)	Proposed Easement Width (ft)	Proposed Easement Type	Agency or Entity to Grant Easement
Northeast Corner of Spring Valley Road and Vitruvian Way	Northeast Corner of DISD Loos Athletic Complex and George H.W. Bush Elementary	12 ft.	3 ft.	60 ft.	Encroachment to Easement - Hike and Bike Trail	Oncor Electric
Northeast Corner of Spring Valley Road and Vitruvian Way	Northwest Corner of Greenhill School Property	12 ft.	3 ft.	60 ft.	Trail Easement Agreement	Greenhill School

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

EASEMENT TOPICS

RIGHT OF WAY CONSTRAINTS, IF ANY, PROVIDE A LIST AND DESCRIPTION
ALONG WITH DATA FOR RISK ASSESSMENT: YES NO

ANY NON-ROUTINE, i.e., CEMETARY, JUNK YARD, OLD CHURCHES, SERVICE
STATIONS, CONTAMINATED SOILS, LANDFILLS, NOISE WALL CONSIDERATIONS,
TRAILER PARKS, RESIDENT RELOCATION? YES NO

If yes, please define below:

- ANY NON-CONFORMING ISSUES? YES NO
- ANY WATER WELLS? YES NO
- EASEMENT/R.O.W. MAP NEEDED? YES NO
- FIELD NOTES NEEDED? YES NO
- R.O.W. PLATS NEEDED? YES NO
- R.O.W. ACQUISITION? YES NO
- TREE MITIGATION ORDINANCE? YES NO
- PARKING/LOSS OF PARKING CONSIDERATIONS? YES NO
- HISTORICAL SITE CONSIDERATION? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307

TRAIL PAVEMENT AND ALIGNMENT TOPICS

PAVEMENT SECTION

DESIGN STANDARDS TO BE USED?
(e.g. AASHTO, TAS)

TAS and AASHTO

ORDER OF PRECEDENCE OF STANDARDS

N/A

PAVEMENT WIDTH:

Existing:

None

Proposed:

12 ft.

BICYCLE DESIGN SPEED

12 mph

PAVEMENT CROSSFALL (1-2%):

1%

GRADE REQUIREMENTS:

Any deep cuts, high fills? YES NO

Maximum vertical grade: 5 feet

Density measurements required: YES NO

Will switchbacks be necessary to comply with grade requirements: YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

TRAIL PAVEMENT AND ALIGNMENT TOPICS (continued)

ROADWAY CROSSINGS INVOLVED? YES NO

DRIVEWAY CROSSINGS INVOLVED? YES NO

RAILROAD CROSSINGS INVOLVED? YES NO

BRIDGES OR GRADE SEPARATIONS? YES NO

If yes, please specify facility(ies) below:

MINIMUM RAILING HEIGHT

N/A

SIGNAGE AND/OR DISTANCE MARKERS?

If yes, please specify types and generally describe locations:

Yes, a kiosk will be placed at the rest area on the northeast corner of the Spring Valley and Vitruvian Way intersection and in the rest area on the northeast corner of the DISD Loos Athletic Complex/George H.W. Bush Elementary site depicting an area map showing the trail users location on the Redding Trail system.

PAVEMENT STRUCTURE

MAINTENANCE VEHICLE TRAFFIC? YES NO

MINIMUM PAVEMENT STRUCTURE THICKNESS:

6 inches

CONCRETE REINFORCEMENT TYPE (E.G. REBAR OR FIBER): Rebar

EXPANSION JOINT INTERVALS: 36'

EXPANSION JOINT MATERIAL: Fiber Board with Removable Sealant Strip and redwood

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

DRAINAGE TOPICS

STORM SEWER DESIGN CRITERIA:

TxDOT CITY HYDRO-35 TP-40

INLET DEPTHS (APPROPRIATE FOR PAVEMENT THICKNESS)

N/A

MINIMUM COVER FOR LATERALS

N/A

BRIDGES/BOX CULVERTS INVOLVED? YES NO

If yes, specify involvement: BRIDGE(S) BOX CULVERT(S)

FLOOD PLAIN CONSIDERATION?

YES NO

If yes, what frequency storm event does the trail need to remain clear of?

If yes, how many feet of freeboard are required?

PERMITS

COE 404 PERMITS NEEDED YES NO

TNRCC 401 PERMIT YES NO

CDC PERMIT YES NO

EIS YES NO

ADA PERMIT YES NO

TDLR PERMIT YES NO

ANY OTHER PERMITS FROM OTHER AGENCIES SUCH AS TxDOT, DFW AIRPORT,
DART, ETC.? YES NO

If yes, please document below:

[Empty box for documenting other permits]

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

UTILITIES

LIST OF ALL KNOWN UTILITIES:

Overhead Oncor Electric Transmission Power lines and (3) underground water lines.

DOCUMENT KNOWN RISKS (TRA lines, Transmission Towers, Lone Star Gas Valve Stations) FOR OUR UTILITY PARTNERS:

Transmission Towers and Overhead Electric Transmission Power Lines

ARE UTILITIES ALONG PROPOSED PATHWAY? YES NO

DO UTILITIES OWN THEIR R.O.W. OR HAVE PREVIOUS EASEMENTS?

YES NO UNDETERMINED

If yes, please describe below:

City of Addison has water line easements along the 60 foot wide easement.

IF NECESSARY, HAS WORK ORDER BEEN ISSUED FOR SUE (Subsurface Utility Engineering)?

YES NO NOT NECESSARY

ANY UNUSUAL CONSIDERATIONS? YES NO

If yes, please document below:

WATER UTILITY BETTERMENTS? YES NO

WATER UTILITY RELOC.? YES NO

SAN. SEWER BETTERMENTS? YES NO

SAN. SEWER RELOC.? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

ADDITIONAL TOPICS OF CONCERN

LANDSCAPING (OTHER THAN SODDING)? YES NO

EXPOSED AGGREGATE DRIVEWAYS, SIDEWALKS? YES NO

STAMPED/COLORED CONCRETE? YES NO

IRRIGATION? YES NO

BRICK PAVERS? YES NO

If yes, please define location(s):

Located in overlook plaza on trail where bench seating is provided.

TRAIL LIGHTING? YES NO

If yes, please define location(s) and spacing of lighting poles:

Located along the east side of the 60 ft. wide easement spaced 75 feet apart approximately 2' off the east on the ONCOR easement.

TRAFFIC/CROSSING SIGNALS? YES NO

CROSSWALK MARKINGS? YES NO

ON-STREET DEDICATED BIKE LANES? YES NO If yes, specify width:

BUS STOPS OR BUS SHELTERS? YES NO

RETAINING WALLS? YES NO

If yes, please specify wall type (stone, blocks, gabions, proprietary types, etc.):

2' stacked stone retaining walls approximately 2 feet high located at overlook plaza

DECORATIVE RAILINGS? YES NO

LOGO COLUMNS? YES NO

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

ADDITIONAL TOPICS OF CONCERN (Continued)

SOD, SEEDING, TOPSOIL?

SOD SEEDING TOPSOIL OTHER:

WAYFINDING MAPS? YES NO

ANY ADDITIONAL AMENITIES (NOT NECESSARILY FUNDED BY COUNTY)
ADJACENT TO TRAIL (E.G. 911 MARKERS, BENCHES, FOUNTAINS, LOGOS, TRASH
CANS)?

If yes, please specify amenity(ies) below:

Yes, interpretive sidewalk, two playgrounds, bench seating, pet waste stations, waste receptacles,
trail map kiosk, emergency call box, vinyl coated security fencing, learning garden.

ANY PARALLEL FACILITIES PLANNED (E.G. JOGGING PATH NEXT TO CONCRETE
MULTIMODAL PATHWAY)? YES NO

CONSTRUCTION AREA LIMITS OF DISTURBANCE: Within 60' wide easment

**SPECIAL SCHOOL OR EMERGENCY VEHICLE
CONSIDERATIONS**

ANY NEARBY OR ADJACENT SCHOOLS, PARKS, CITY HALL, FIRE OR POLICE
DEPARTMENT REQUIRING SPECIAL CONSIDERATION? YES NO

If yes, please list the special consideration(s) below:

Town will provide two trail access points to the new George H.W. Bush Elementary School.
These access points will connect to the school playground areas and learning garden area for
Addison residents to use when school is not in session according to the Interlocal Agreement
between the Town of Addison and the DISD.

ATTACHMENT A

**Project Supplemental Agreement to Master Agreement Governing
Transportation Major Capital Improvement Projects**

**PROJECT SCOPING SHEETS FOR MULTIUSE PATHWAYS (TRAILS)
Segment E (Redding Trail) of Addison Multimodal Connectivity Improvements
MCIP Project: 10307**

PUBLIC INVOLVEMENT

NEIGHBORHOOD MEETING, REQUIRED? YES NO

HAVE ALL NEIGHBOR GROUPS PROVIDED EARLY INPUT?
 YES NO N/A

IF REQUIRED WHO CONDUCTS, CITY OR COUNTY?
 CITY COUNTY N/A

DOCUMENT POTENTIAL SITES FOR PUBLIC AND/OR NEIGHBORHOOD MEETINGS:

N/A

CONSTRUCTIBILITY REPORT

FROM INSPECTION STAFF, DOCUMENT ANY AND ALL ISSUES THAT MAY AFFECT
PROJECT SCOPE, BUDGET, CONSTRUCTIBILITY, THE PROJECT SCHEDULE AND/OR
THE SAFETY OF PROJECT?

No issues at this time. The agreement between the Town of Addison and Greenhill School is pending approval. After this agreement is approved, the Town will submit an Encroachment to Easement Application to Oncor Electric for their approval.

ATTACHMENT B
CURRENT COST ESTIMATES AND FUNDING SOURCES

**Project Supplemental Agreement to
Master Agreement Governing Transportation
Major Capital Improvement Projects**

ATTACHMENT B CONTENTS

Item:	Page:
Contents	B1
Current Overall Cost Estimates and Funding Sources	B2
Summary of Overall Dallas County Funding Participation	B3
<u>Item-specific listings of Dallas County MCIP Funding Participation for:</u>	
Segment A – Vitruvian Trail	B4-B5
Segment B – Vitruvian Bridges	B5-B7
Segment C – Sidewalks along Vitruvian Way and Ponte Avenue	B8
Segment D – Spring Valley Road widening and multiuse pathway	B8
Segment E – Redding Trail	B9

CURRENT COST ESTIMATES AND FUNDING SOURCES

On January 19, 2010 Dallas County Commissioners Court approved participation in Transportation Major Capital Improvement Projects for the Program Years 2010 through 2017 by Court Order 2010-0139 with a list of proposed accepted projects attached to the Court Order. This Court Order allocated a total not to exceed amount of \$2,100,000.00 for MCIP Project 10307, with \$500,000.00 allocated in FY 2010 and \$1,600,000 allocated in FY 2011. This Court Order also allocated \$280,000.00 in FY 2011 for MCIP Project 17701, Addison Trail Phase 2, which has recently been named Redding Trail. The total amount of \$2,380,000.00 for MCIP projects 10307 and 17701 will be reassigned through this PSA as follows:

MCIP Project 10307 will be assigned \$2,130,000.00 for the project limits from South Pedestrian Bridge to Les Lacs Trails and along Spring Valley from Woodway Drive to Vitruvian Way.

The remainder of \$250,000.00 will be assigned in a separate project to MCIP 17701, SEGMENT F (BROOKHAVEN CONNECTION) from Brookhaven College in the City of Farmers Branch to the Vitruvian Trail in the Town of Addison. This SEGMENT F facilitates an essential regional connection for MCIP Project 10307.

From the aforesaid \$2,130,000.00, COUNTY project delivery costs including but not limited to design review and construction inspection in an amount to not exceed \$130,000.00 will be deducted from County financial participation.

TOWN AND/OR OTHERS PARTICIPATION	\$5,000,000.00
<u>DALLAS COUNTY PARTICIPATION (less project delivery costs)</u>	<u>\$2,000,000.00</u>
TOTAL ESTIMATED PROJECT COSTS	\$7,000,000.00

ATTACHMENT B to Project Supplemental Agreement for MCIP 10307: Addison Multimodal Connectivity Improvements
SUMMARY OF DALLAS COUNTY FUNDING PARTICIPATION

For this MCIP project Dallas County financial participation is not to exceed Two Million One Hundred and Thirty Thousand Dollars (\$2,130,000.00). The following is a summary of County funding commitments for MCIP eligible items by segment:

Segment A Construction of eligible trail items from South Pedestrian Bridge to Vitruvian Way	\$ 1,000,000.00*
Segment B Construction of eligible bridge items that provide connectivity to Segment A	\$ 700,000.00**
Segment C Sidewalk along Vitruvian Way from Ponte Avenue to Spring Valley Road	\$ 0.00***
Segment D Widening of Spring Valley Rd from Woodway Drive to east of Vitruvian Way intersection, including trail along north side of Spring Valley Rd and the reconfiguration of the intersection at Vitruvian Way and Spring Valley Road	\$ 100,000.00****
Segment E Construction of Redding Trail from north of Spring Valley Road to existing Les Lacs trail network system near Sherry Lane	\$ 200,000.00*****
Dallas County In House Project Delivery (IHPD) fees	\$ 130,000.00
TOTAL COUNTY FUNDING COMMITMENT FOR SEGMENTS ENTIRELY WITHIN THE TOWN OF ADDISON:	\$ 2,130,000.00
TOTAL COUNTY FUNDING COMMITMENT FOR SEGMENT F (MCIP 17701 -BROOKHAVEN CONNECTION):	\$ 250,000.00
TOTAL OVERALL COUNTY FUNDING COMMITMENT:	\$ 2,380,000.00

NOTE: Remaining County MCIP funding from Segments A, B or E can then be applied towards 50% of the funding amount for MCIP eligible items on Segments C and D.

* NTE amount, Detailed list of eligible items and level of participation listed in Table B1

** NTE amount, Detailed list of eligible items and level of participation listed in Table B2

*** Final sidewalks will be constructed upon completion of vertical construction to prevent damage to the new sidewalks. Full build out along Vitruvian Way anticipated to occur gradually over several years.

**** This represents the remaining available funds from overall commitment after maximizing County match for MCIP eligible items in Segments A, B, and E. Remaining County MCIP funding from Segments A, B or E can then be applied towards Segment C or D, up to 50% of the funding amount for MCIP eligible items.

***** NTE amount, Detailed list of eligible items and level of participation listed in Table B3

COUNTY MCIP FUNDING PARTICIPATION ON
SEGMENT A (VITRUVIAN TRAIL)

The total MCIP funding allocated for eligible items associated with Segment A is Not To Exceed (NTE) the lesser amount of \$1,000,000 or the total County participation on MCIP eligible items. The eligible items and corresponding estimated county participation amounts are listed below in Table B1. The first \$500,000 of these eligible items will be funded on a reimbursement basis. The remaining \$500,000 in eligible items will be funded upon completion of Segment A. The general location of these items are identified in green in Figure A1 in ATTACHMENT "A".

TABLE B1: Eligible items associated with construction of Addison Multimodal Connectivity Improvements, Segment A ("Vitruvian Trail") and the corresponding Not To Exceed (NTE) amounts.

ITEM DESCRIPTION	ESTIMATED NTE AMOUNT
Mobilization	\$100,000
Compliance with Storm Water Pollution Prevention Plan Including Maintenance of Erosion Control Devices	\$12,500
Furnishing and Installing Construction Entrance	\$700
Furnishing and Installing Silt Fence Sediment Barrier	\$1,700
Installing Erosion Control Blanket (Curlex 2 or Approved Equal, Neutral Color)	\$3,200
Maintaining Existing Silt Fence	\$2,500
Maintaining Existing Construction Entrance	\$500
Removal and Disposal of Existing Erosion Control Blanket	\$500
Removal & Recycling of Existing Concrete Curb and Gutter	\$2375
Tree Pruning of Existing Trees along Creek Banks, from Ponte Bridge to South End of Creek, to Raise Canopies to a Minimum Height of 12'	\$10,000
Temporary Creek Diversions including De-watering, Pumps, Rock Check Dams, Sedimentation Ponds, By-pass Piping, etc. for Upper and Lower Basins (Reference Special Provision 110)	\$50,000
Clearing and Grubbing of Site	\$62,500
Unclassified Excavation and Controlled Density Placement of Embankment Materials (Reference Special Provision 73)	\$232,000
Import and Placement of Topsoil to a Depth of 4" over all Landscape Areas within Limits of the Park Property	\$9,000
Fine Grading and Soil Preparation of Park Area Property including All Landscape Areas (+ 0.3') and Areas to be Paved (+ 0.1'); Lake Area Not Included	\$3,500
6" Reinforced Concrete Park Path Pavement (4200 psi) with Rock Salt Finish	\$85,700
6" Reinforced Concrete Sidewalk Pavement (4200 psi) with Saw Cut Patterned Finish	\$9,100
Reinforced Concrete Lake Edge Wall and Monolithic Concrete Cap with Medium Sand Blast Finish (3' AFG) - Ref. Special Provision 83	\$120,000
Reinforced Concrete Lake Edge Wall and Monolithic Concrete Cap with Medium Sand Blast Finish (4' AFG) - Ref. Special Provision 83	\$32,000
Reinforced Concrete Site Retaining Walls on upside of Park Path with Medium Sand Blast Finish (0' to 2.5' AFG) - Ref. Special Provision 84	\$13,600
Reinforced Concrete Site Retaining Wall on downside of Park Path with Medium Sand Blast Finish (0' to 2' AFG) - Ref. Special Provision 84	\$4,500

ATTACHMENT B to Project Supplemental Agreement for MCIP 10307: Addison Multimodal Connectivity Improvements

Furnishing and Installing Enkamat 7020 TRM Slope Reinforcement (Ref. Sheet SP 500)	\$5,000
Furnishing and Placing 3' Diameter Cut Limestone Rock Slope Reinforcement on Embankments immediately Downstream of Ponte Bridge Between Trail and Lake Edge (Ref. Special Provision 92)	\$30,000
Furnishing and Installing Light Fixture Type 2, 24'-7" Concrete Tapered Round Pole with Triple Side Mount Inserts, Complete in Place	\$46,800
Furnishing and Installing Light Fixture Type 3, 24'-7" Concrete Tapered Round Pole with Quadruple Side Mount Inserts, Complete in Place	\$22,600
Furnishing and Installing Light Fixture Type 4, 9'-8" Aluminum Tapered Round Pole with Hinged Base, Complete in Place	\$5,200
Furnishing and Installing Pavestone Concrete Paver "C" - Holland Stone 1, Size 7-13/16" L x 3-7/8" W x 2-3/8" H, Bellows Brown	\$3,000
Furnishing and Installing Pavestone Concrete Paver "D" - ADA Paver Size 7-13/16" L x 3-7/8" W x 2-3/8" H, Antique Pewter	\$2,100
Furnishing and Installing Pavestone Concrete Paver "E" - Holland Stone Size 7-13/16" L x 3-7/8" W x 2-3/8" H, Antique Pewter, Running Bond	\$4,900
Furnishing and Installing 20" Dia. x 32" Tall Granite Bollards with Stainless Steel Cap, Dakota Mahogany, Flame Finish	\$28,700
Furnishing and Installing 6' x 6' Paver Grate - Ironsmith Model 6224	\$10,000
Furnishing and Installing Horsetail Reed, 1 Gallon, Planted 18" On Center	\$7,400
Furnishing and Installing Area Identification Sign including Structural Foundation, Base Plate, Post, Sign Face and Finial, complete in place.	\$1,400
Furnishing and Installing Primary Wayfinding Sign including Structural Foundation, Base Plate, Post, Sign Face and Finial, complete in place.	\$2,200
Furnishing and Secondary Wayfinding Sign including Structural Foundation, Base Plate, Post, and Sign Panel, complete in place.	\$500
Construction of South Pedestrian Bridge Landing (West Side) including Structural Concrete for Pier and Wall Construction, and Sawcut Patterned Concrete Pavement w/ Elephant Grey Medium Float Finish, Complete in Place (Ref. Spec. Prov. 87)	\$5,000
Construction of South Pedestrian Bridge Landing (East Side) including Structural Concrete for Pier and Wall Construction, and Sawcut Patterned Concrete Pavement w/ Elephant Grey Medium Float Finish, Complete in Place (Ref. Spec. Prov. 87)	\$5,000
Construction of Concrete Handicap Accessible Ramps (West Side of Creek) including Structural Walls and Concrete Ramps, Handrails and Appurtances, Complete in Place (Ref. Special Provision 89)	\$55,000
Construction of Concrete Handicap Accessible Ramps (East Side of Creek) including Structural Walls and Concrete Ramps, Handrails and Appurtances, Complete in Place (Ref. Special Provision 89)	\$45,000
Construction of Ponte Ave. Bridge Staircase (West Side) including Structural Concrete, Handrails & Appurtanances, Complete in Place (Ref. Special Provision 90)	\$20,000
Construction of Ponte Ave. Bridge Staircase (East Side) including Structural Concrete, Handrails & Appurtanances, Complete in Place (Ref. Special Provision 90)	\$20,000

COUNTY MCIP FUNDING PARTICIPATION ON
SEGMENT B (VITRUVIAN BRIDGES)

The total MCIP funding allocated for eligible items associated with Segment B is Not To Exceed (NTE) the lesser amount of \$700,000 or the total County participation on MCIP eligible items. In general, but not always, items in Segment B that conform to the STANDARD BASIC DESIGN will be eligible for County MCIP funding up to 50% of the itemized cost. County MCIP participation is limited to the bicycle pedestrian portions since these bridges are not regional thoroughfares.

The eligible items and corresponding estimated county participation amounts are listed below in Table B2. The locations of these items are identified in yellow in Figure A1 in ATTACHMENT "A".

TABLE B2: Eligible items associated with construction of Addison Multimodal Connectivity Improvements, Segment B ("Vitruvian Bridges") and the corresponding estimated NTE amounts.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED DALLAS COUNTY PARTICIPATION
Site Preparation		
1	Mobilization (not to exceed 5% of total bid amount)	\$87,500.00
2	For SWPPP Design (Refer Special Provision 15)	\$1,171.11
3	SWPPP Maintenance	\$2,359.07
4	Project Signs	\$207.49
	Subtotal	\$91,237.67
Ponte Avenue Vehicular Bridge		
5	Backfill	\$9,287.31
6	Temporary Special Shoring	\$3,768.28
7	Drilled Shafts (48 IN)	\$34,965.83
8	Drilled Shafts (54 IN)	\$33,064.18
9	Class F Concrete (Abutment – Mass Placement)	\$106,212.60
10	Class S Concrete (Approach Slab)	\$15,233.26
11	Class S Concrete (Bridge Sidewalk)	\$3,289.43
12	Reinforced Concrete Slab	\$37,168.25
13	Prestressed Concrete Beams.(Type U54)	\$56,047.30
14	Concrete Surface Treatment (Class I)	\$521.79
15	Miscellaneous Steel (Angles and Plates)	\$12,326.95
20	Traffic Railing – T401 (MOD)	\$7,363.82
21	Pedestrian Handrail (Vertical Cable)	\$29,391.04

ATTACHMENT B to Project Supplemental Agreement for MCIP 10307: Addison Multimodal Connectivity Improvements

22	Sealed Expansion Joint (4 IN) (SEJ-A)	\$2,339.11
23	Joint Sealant	\$319.29
29	Under Bridge Light Fixtures (Type F)	\$4,564.64
74	Concrete Paver Type 'A'	\$4,153.03
75	Concrete Paver Type 'B'	\$940.50
Subtotal		\$360,956.61
Bella Lane Vehicular Bridge		
35	Backfill	\$3,649.41
36	Temporary Special Shoring	\$2,165.90
37	Drilled Shafts (30 IN)	\$10,009.80
38	Drilled Shafts (42 IN)	\$1,634.69
39	Drilled Shafts (48 IN)	\$2,253.19
40	Class C Concrete (Abutment)	\$5,498.42
41	Class C Concrete (Abutment – Mass Placement)	\$7,452.42
42	Class C Concrete (Bent)	\$8,364.72
43	Class S Concrete (Approach Slab)	\$4,279.85
44	Class S Concrete (Bridge Sidewalk)	\$4,772.91
45	Reinforced Concrete Slab	\$13,101.16
46	Prestressed Concrete Box Beams (4B28)	\$6,304.09
47	Prestressed Concrete Box Beams (5B28)	\$27,467.30
48	Concrete Surface Treatment (Class I)	\$316.01
50	Miscellaneous Steel (Angles)	\$5,195.74
54	Traffic Railing – T401 (MOD)	\$4,114.00
55	Pedestrian Handrail (Vertical Cable)	\$22,921.06
56	Sealed Expansion Joint (4 IN) (SEJ-A)	\$1,284.21
57	Joint Sealant	\$165.65
Subtotal		\$130,950.52
Southern Pedestrian Bridge		
66	Drilled Shafts (24 IN)	\$3,984.16
67	Class C Concrete (Abutment)	\$7,863.09
68	Opaque Sealer Finish	\$106.22

ATTACHMENT B to Project Supplemental Agreement for MCIP 10307: Addison Multimodal Connectivity Improvements

69	Continental Keystone Pedestrian Bridge -(Or Equal)	\$96,915.54
70	Installation of Pedestrian Bridge	\$10,606.41
71	Walkway Lights (Type C)	\$6,686.90
72	Connection to Park Power Source	\$2,519.44
73	Walkway Light Circuits	\$2,608.37
	Subtotal	\$131,290.13
TOTAL ESTIMATED MCIP PARTICIPATION FOR SEGMENT B:		\$714,434.93

NOTE: County commitment for Segment B is NTE \$700,000.

**COUNTY MCIP FUNDING PARTICIPATION ON
SEGMENT C (VITRUVIAN SIDEWALKS)**

The total MCIP funding allocated for eligible items associated with Segment C is Not To Exceed (NTE) the remaining funding after commitments to Segments A, B and E have been fulfilled. County MCIP funding can only be utilized for the county share of those items eligible for MCIP funding. In general, items in Segment C that conform to the STANDARD BASIC DESIGN will be eligible for County MCIP funding up to 50% of the itemized cost. The general locations for SEGMENT C is identified in orange in Figure A1 in ATTACHMENT "A".

**COUNTY MCIP FUNDING PARTICIPATION ON
SEGMENT D (SPRING VALLEY RD)**

The total MCIP funding allocated for eligible items associated with Segment D is Not To Exceed (NTE) the remaining funding after commitments to Segments A, B and E have been fulfilled. County MCIP funding can only be utilized for the county share of those items eligible for MCIP funding. In general, items in Segment D that conform to the STANDARD BASIC DESIGN will be eligible for County MCIP funding up to 50% of the itemized cost. The general location for SEGMENT D is identified in orange in Figure A1 in ATTACHMENT "A".

**COUNTY MCIP FUNDING PARTICIPATION ON
SEGMENT E (REDDING TRAIL)**

The total MCIP funding allocated for eligible items associated with Segment E is Not To Exceed (NTE) the lesser amount of \$200,000 or the total County participation on MCIP eligible items. The eligible items and corresponding estimated county participation amounts are listed below in Table B3. In general, but not always, items in Segment B that conform to the STANDARD BASIC DESIGN will be eligible for County MCIP funding up to 50% of the itemized cost. The general location of SEGMENT E is identified in red in Figure A1 in ATTACHMENT "A".

TABLE B3: Eligible items associated with construction of Addison Multimodal Connectivity Improvements, Segment E ("Redding Trail") and the corresponding estimated MCIP participation.

BID ITEM	ITEM DESCRIPTION	ESTIMATED DALLAS COUNTY MCIP PARTICIPATION
Paving and Finished Grade for Redding Trail		
1	Grading and Subgrade Preparation	10,000.00
2	6" Concrete pavement (Standard Grey)	63,375.00
3	Concrete Sealer	1,462.50
Subtotal		\$74,837.50
Landscape and Irrigation for Redding Trail		
9	Soil Preparation for Seed and Sod Areas	2,500.00
10	Bed Preparation and Mulch for Trees and Shrubs	2,500.00
11	6' Green Vinal Chain Link Fence	16,625.00
12	4' Wide Green Vinal Chain Link Fence	500.00
13	12' Wide Green Vinal Chain Link Fence	1,250.00
14	Bermuda Hydro Seed	4,525.00
15	Irrigation	17,499.50
Subtotal		\$45,399.50
16	Lighting and Electrical for Redding Trail	\$56,000.00
TOTAL ESTIMATED MCIP PARTICIPATION FOR SEGMENT E:		\$176,237.00

**FIRST AMENDMENT
TO THE DALLAS COUNTY CAPITAL IMPROVEMENT PROGRAM
PROJECT SPECIFIC AGREEMENT
TO THE MASTER AGREEMENT GOVERNING
MAJOR CAPITAL TRANSPORTATION IMPROVEMENT PROJECTS**

This Agreement is entered into this _____ day of _____, 2012, to amend the Project Specific Agreement (“PSA”) between the Town of Addison, Texas, (the “Town”), and the County of Dallas, Texas, (the “County”), for the Addison Multi Modal Connectivity Improvements (Segments A-E), MCIP Project 10307, (the “Project”).

Whereas, pursuant to Dallas County Commissioners Court Order 2002-1375 dated July 30, 2002, and Court Order _____ dated _____, 2012, the County acting by and through the Dallas County Commissioners Court, and the Town entered into a Master Agreement to jointly fund various street improvement projects; and

Whereas, pursuant to Dallas County Commissioners Court Order No. 2010-1854, dated November 2, 2010, County and Town entered into a Project Supplemental Agreement for the implementation of Addison Multi Modal Connectivity Improvements (Segments A-E), MCIP Project 10307; and

Whereas, pursuant to Dallas County Commissioners Court Order No. _____ dated _____, the County increased its funding participation in Segment F to \$ _____

Whereas, Chapter 791 of The Texas Government Code and Texas Transportation Code Section 251 provides authorization for local governments to contract with each other for the performance of governmental functions and services, as well as for joint funding of road or street projects; and

Now therefore, this first amendment is made by and entered into by the Town and the County for the mutual consideration stated herein

I. Purpose:

Town and County both mutually agree to amend said PSA in accordance with the terms of the existing Agreement, except as modified below. The purpose of this PSA is to amend the Project limits to include Segment F as part of this Project. Segment F limits are from Brookhaven College in Farmers Branch to Segment A in the Town.

II. Amended Provisions:

A. The Incorporated Documents Article II of the Project Supplemental Agreement shall be deleted and the following shall be added:

This PSA incorporates, as if fully reproduced herein word for word and number for number, the following items:

1. Master Agreement authorized by County Commissioners Court Order _____ dated _____, 2012, (the Master Agreement);
2. Project Scope as shown in Attachment “A” and “A-1”;
3. Current Cost Estimates and Funding Sources, as shown in Attachment “B”.

B. The County Covenants Agrees in Article VIII of the Project Supplemental Agreement shall be deleted and the following shall be added:

1. County shall be the Lead Agency for Segment F. County will provide project management for Segment F of the Project from commencement of planning to completion of construction. County will accomplish all tasks and responsibilities of the Lead Agency as set forth in the Master Agreement.

2. County will retain the right to review plans, change orders and amendments during construction of Segments A-E. County will provide timely design and change order review comments.
3. County will coordinate and execute the necessary agreements for the implementation of design and construction of the Segment F portions outside the Town Limits.
4. County will provide Project funding in an amount not to exceed **Three Million One Hundred Eighty Thousand Dollars and no cents (\$3,180,000.00)** towards transportation infrastructure elements identified in Attachments “A”, “A-1” and “B” that are eligible for County MCIP funding. Funding for each segment is detailed in Attachment “B”. From the aforesaid \$3,180,000.00, County project delivery costs including but not limited to design review and construction inspection in an amount to not exceed \$680,000.00 will be deducted from County financial participation further detailed in Attachment “B”.
5. County will provide MCIP funding for Segments A-F that provide improve or enhance capacity on regional thoroughfares. This includes road reconstruction for widening, intersection improvements and strategic multimodal connections within the public right of way or for public use linking together sidewalks and nearby off-street trails into a regional multimodal route. County will not fund sidewalks outside the public right of way.
6. County will provide MCIP funding for the portion of bridges in Segment B facilitating pedestrian and bicycle connections to trails dedicated for public usage and sidewalk connections within the public right of way.

C. The Funding in Article IX of the Project Supplemental Agreement shall be deleted and the following shall be added:

1. County and Town mutually agree to proportionately fund the Direct Project and Program cost as follows.
2. Notwithstanding any provision in the Master Agreement, any amendment thereto, if any, this PSA or any other agreement between the parties, County’s total obligation to this Project is to provide funding in an amount not to exceed **Three Million One Hundred Eighty Thousand Dollars and no cents (\$3,180,000.00)** for the **Total Project Costs**, less any in-house project delivery costs not to exceed \$680,000.00 as set forth in Article VIII, Item 4. This amount includes \$1,050,000 to fund Segment F Brookhaven Trail with MCIP project No. 17701. If the total Project costs excluding trail amenities or utility betterments should exceed this amount, the Town and County agree to amend the Project's scope to remain within the current estimated Not To Exceed Amount or all County Commissioners Court approved, additional Project costs. MCIP funding of \$1,630,000 shall be combined with \$500,000 which shall be transferred from Road and Bridge District 1 funding to Fund 196, Project 08201 for use in the above stated Project.
3. Town agrees to encumber an amount adequate for total estimated Project costs as determined prior to the commencement of each Project milestone. Town shall invoice County for payment as defined in the Current Cost Estimates and Funding Sources, Attachment “B”. The County will pay Project costs as invoiced by the Town in accordance with the Texas Prompt Payment Act.
4. Town covenants and agrees that it has included Paving and Drainage Amenities, Utility Betterments as defined in the Master Agreement, and relocation or adjustment of Town Utilities in the Project. Town and County agree that Town, in addition to the above listed Project cost, shall pay 100% of each item and all additional County Direct Project and Program Cost for the inclusion of such items in the Project.
5. The Town will be responsible for its share of MCIP eligible costs, which are estimated to be **Six Million One Hundred Seventy Six Eight Hundred Seventy Five Dollar and no cents. (6,176,875.00)**. This amount includes \$1,176,875 to fund Segment F Brookhaven Trail with

MCIP project No. 17701. If the total Project costs should exceed this amount, the Town agrees to amend the Project's scope to remain within the current estimated **not to exceed amount** or be responsible for all additional project costs.

- 6. Any residual MCIP funding from one segment can be allocated towards another segment matching up to 50% on MCIP eligible items as described in Attachment "B".

III. Attachments:

The Attachment of the Project Supplemental Agreement shall be amended by the following:

- 1. This PSA is adding Attachment A-1, Scoping Sheets for Segment F.
- 2. This PSA is replacing the Current Cost Estimates and Funding Sources page "B2" and page "B3" of Attachment "B".

The County of Dallas, State of Texas, has executed this First Amendment pursuant to Commissioners Court Order Number _____ and passed on the ___ day of _____, 201__.

The Town of Addison, State of Texas, has executed this First Amendment pursuant to duly authorized City Council Resolution _____, Minutes _____, dated the ___ day of _____, 201__.

Town of Addison

County of Dallas

Signature

By: _____
Clay Lewis Jenkins
Dallas County Judge

Printed Name

Date: _____

Title

Date: _____

Attest:

Approved as to Form*:
Craig Watkins
District Attorney

Teresa Snelson
Chief, Civil Division

City Secretary \ Attorney

By: _____
Sherri Turner
Assistant District Attorney

*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

Council Agenda Item: #R9

AGENDA CAPTION:

Presentation and discussion of the Department of Financial & Strategic Services Quarterly Financial Review of the Town for the quarter and year-to-date ended September 30, 2012.

FINANCIAL IMPACT:

There is no financial impact directly associated with the publication of the quarterly financial report.

BACKGROUND:

The Town of Addison's financial policies require the publication of a financial report within sixty days of the end of a fiscal quarter.

RECOMMENDATION:

COUNCIL GOALS:

Mindful Stewardship of Town Resources

ATTACHMENTS:

Description:

 [Quarterly Financial Review - Q4](#)

Type:

Backup Material

Department of Financial & Strategic Services
Quarterly Review

For the Period Ended September 30, 2012

*Town of Addison
September 2012*

Quarter Ended 9/30/12

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FY12 Budget Amendment Detail	Exhibit C
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How to Read This Document

Welcome!

You are holding the internal Town of Addison quarterly review document for the period ending September 30, 2012. This document has been specially prepared to help you, the reader, learn of the year-to-date performance of major funds affecting the Addison community. Although you receive relevant figures of the Town's finances from these pages, the quarterly report has been designed to provide a brief overview for elected officials and Town staff only, with information pertaining to the production and performance of certain individual Town operations. The document is also designed as a communications device in which information is conveyed verbally and graphically.

Report Format

The document is divided into three major sections: Introduction, Financial and Attachments. The Introduction section contains the Memorandum to the City Manager, from the Chief Financial Officer, which explains the revenue/expenditure activity for the Town's four major funds (General, Hotel, Airport, Utility), as well as a report on the cash and investments for the period. This section also contains the executive dashboards, which are graphical slides used to organize and display key performance indicators in a format that is easy to read and interpret. The dashboards serve as a starting point from which the reader can get a sense of the big picture, or snapshot of the current status, before plowing deeper into data.

The Financial section displays the quantitative aspects of the Town's organization. Like many local governments, the Town uses the fund method of accounting. Simply stated, a fund is a unit of the Town which tracks the application of various public resources. For example, the Hotel Fund is established to track the use of hotel/motel occupancy tax. Most people are particularly interested in the General Fund which comprises most of the Town's operations like Police, Fire, and Parks. Financial statement summaries, including the adopted (amended) 2011-2012 budget, are presented for each fund. The statements show the fund's financial condition for the specific quarter, as well as the year-to-date totals and a comparison to prior fiscal year numbers. Also included in this section are additional collections related statements, which more fully illustrate various major tax revenue sources, cash receipts/disbursements information, and the Town's collateral summary. The section ends with a glossary of terms.

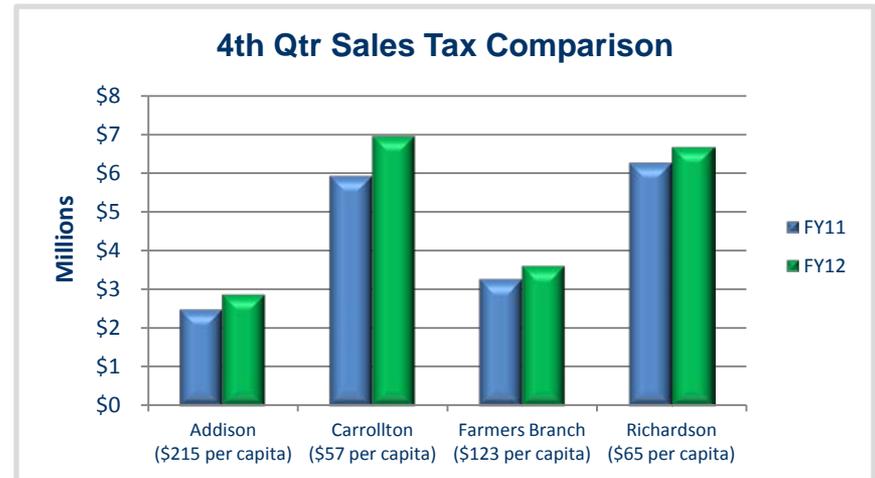
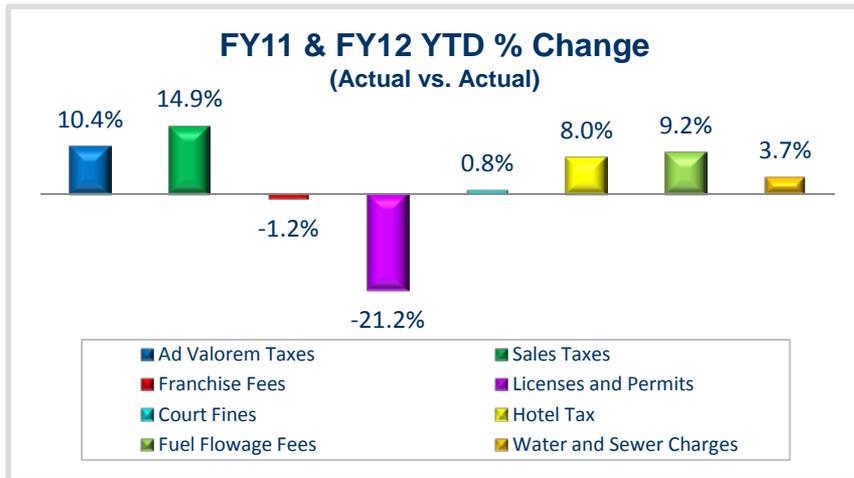
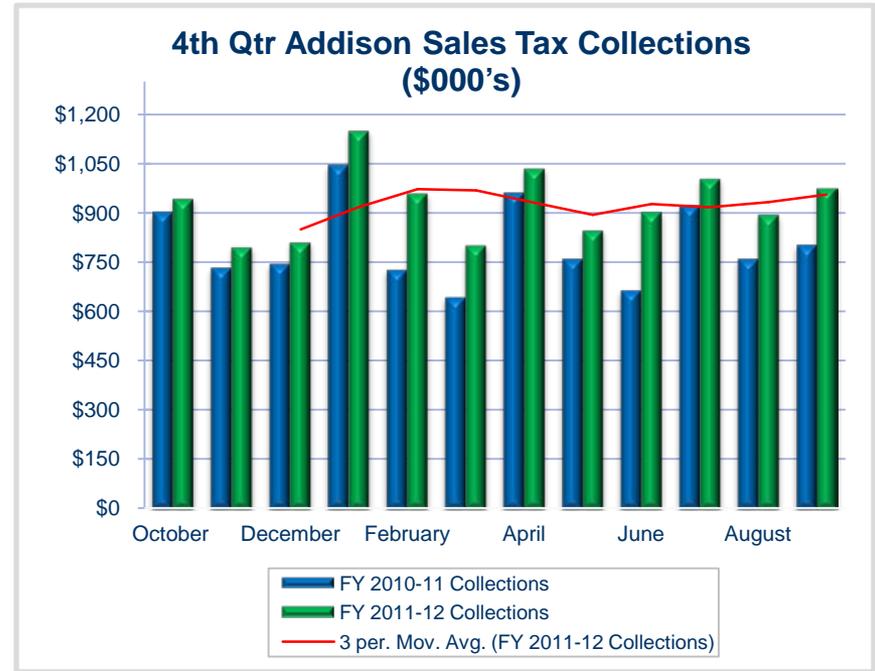
Finally, any relevant attachments are presented in a separate section towards the end of the document, and are used to more fully describe appropriate detail not included in the quarterly review. Currently, these attachments represent investment data from the Town's financial advisors, First Southwest Co., including the portfolio report and compliance statement for the same time period, as well as detail to any budget amendments for the year.

Executive Dashboard – 4th Quarter, 2012 Fiscal Year

Financial Indicators

Key Revenue Sources	FY12 Amended Budget	FY12 Actual*	Variance (Unfavorable)
Ad Valorem Taxes	\$17,352,100	\$17,471,785	\$119,685
Sales Taxes	\$10,955,340	\$11,089,866	\$134,526
Franchise Fees	\$2,647,000	\$2,727,370	\$80,370
Licenses and Permits	\$928,490	\$953,709	\$25,219
Court Fines	\$1,068,500	\$1,071,177	\$2,677
Hotel Tax	\$4,200,000	\$4,295,149	\$95,149
Fuel Flowage Fees	\$690,000	\$717,667	\$27,667
Water and Sewer Charges	\$10,844,700	\$11,033,655	\$188,955

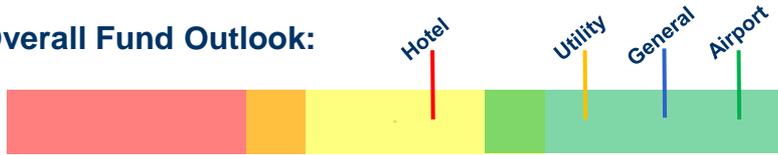
* Using “unaudited” data through September 30, 2012.



Executive Dashboard – 4th Quarter, 2012 Fiscal Year

Financial Indicators

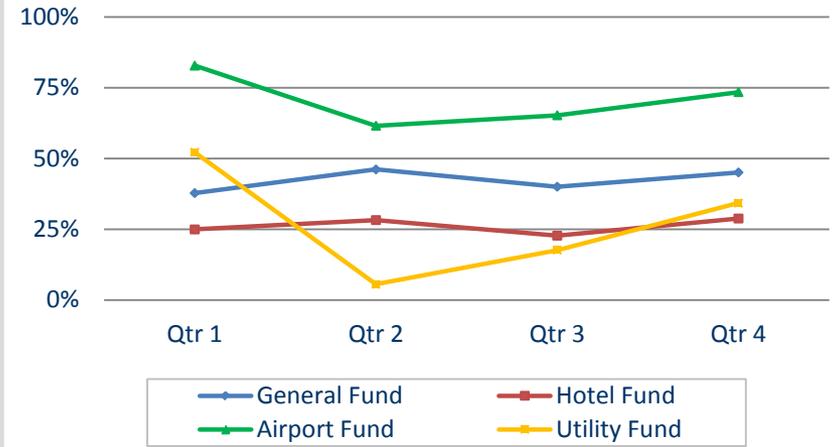
Overall Fund Outlook:



Key Expenditures	FY12 Budget	FY12 Actual*	Variance (Unfavorable)
General Fund	\$28,077,950	\$27,344,669	\$733,281
Hotel Fund	\$7,220,420	\$6,885,130	\$335,290
Economic Development	\$753,790	\$469,678	\$284,112
Airport Operations	\$3,590,930	\$2,843,337	\$747,593
Utility Dept.	\$2,751,750	\$2,505,833	\$245,917

* Using "unaudited" data through September 30, 2012.

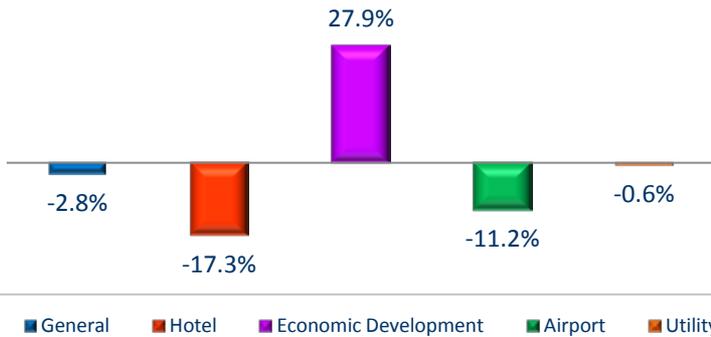
Ending Fund Balance - Four Major Funds



Q4 Budget Amendments:

Amendment	Amount	Fund
Please see <i>Exhibit C</i> in the Attachments section of this document.		

FY11 & FY12 YTD % Change (Actual vs. Actual)



Economic Development Incentives:

Executed Agreements	Amount Paid FY12	Total Incentives Committed	Notes
Five	\$75,000	\$241,000	Some obligations will be paid in FY13.

Executive Dashboard – 4th Quarter, 2012 Fiscal Year

Economic Indicators

Hotel Indicators:

Hotel Occupancy



RevPAR

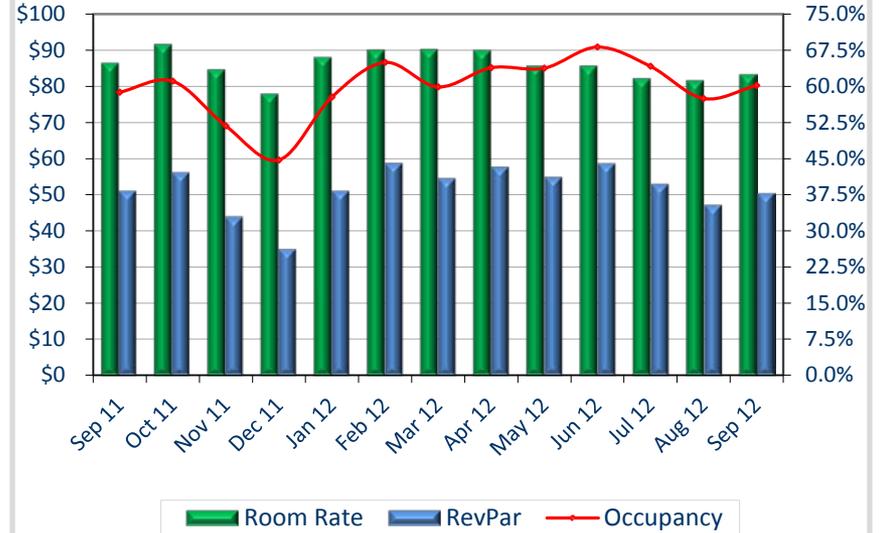


Source: STR Report

Revenue Per Available Room
FY11-12



Addison Hotel Statistics



Occupancy Indicators:

Office Occupancy

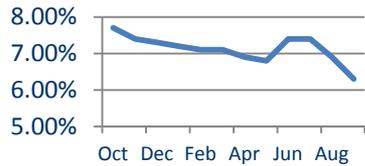


Retail Occupancy

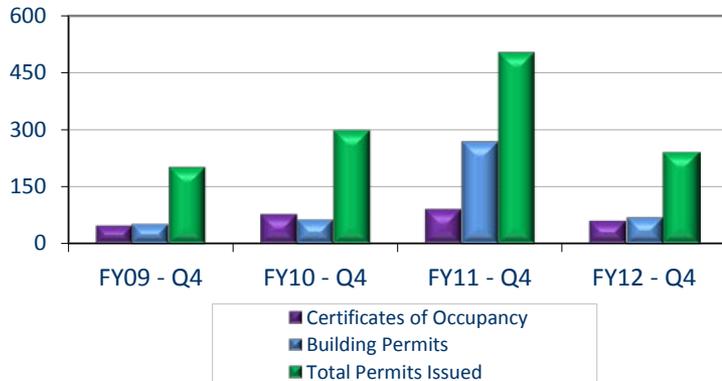


Source: Xceligent

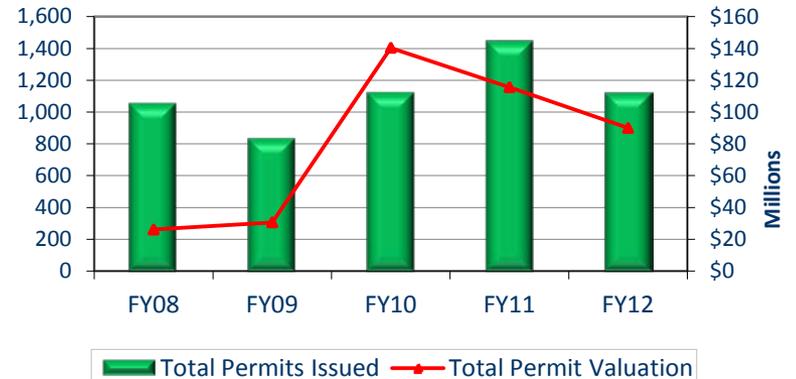
DFW Unemployment Rate
FY11-12



Quarterly Permit Activity



Total Permits Issued and Valuation





MEMO

To: Ron Whitehead, City Manager
From: Eric Cannon, CPA, Chief Financial Officer
Re: Fourth Quarter Financial Review
Date: November 21, 2012

GENERAL FUND

- For the year, revenues totaled \$29.3 million, which is \$1.7 million or 6.0% more than received this time last year. Property tax collections are slightly above budget as delinquent tax collections and penalties are higher than expected. Sales tax collections total \$11.1 million, a 14.9% increase over the previous year, indicating a continuing economic improvement. Licenses and permits collections for the quarter were \$156k, bringing the yearly total to \$954k or 2.7% above budget.
- Expenditures totaled \$27.3 million through September 30, 2012, which is 97.4% of budget and \$822k or 2.9% less than spent last year. Council Projects has spent 105.2% of budgeted amount due to expenditures incurred by the bond evaluation committee. Additionally, combined services experienced higher than budgeted expenses due to unexpected litigation.

HOTEL FUND

- For the year, revenues totaled \$6.7 million, an increase of \$792k from this time last year. Hotel occupancy tax (HOT) collections are continuing to improve, totaling \$4.3 million through September 30, 2012, or 8.0% greater than one year ago. Though most of the revenue in the Hotel Fund is represented by HOT collections, there was also \$1.7 million in proceeds from special events, a 20% increase over the prior year. The majority of the remaining \$740k is from Conference Centre and Visit Addison rental revenues, which are \$509k and \$182k, respectively. Only the interest and miscellaneous revenue came in significantly under budget at 66.6%, which can be attributed to a smaller amount of revenue in the fund being used to earn interest.
- Hotel fund expenditures of \$6.9 million are 95.2% of budget and \$1.4 million less than a year ago. FY2011 expenditures were higher due to construction costs associated with the Visitor Services offices and the Visit Addison facilities at Village on the Parkway.

AIRPORT FUND

- Operating revenue at the close of the fiscal year totaled \$4.4 million, a 3.5% increase from the previous year. For the year ending September 30, 2012 the fund experienced slight increases in all revenue categories, excluding operating grants which were 5.8% less than last year's receipts, and 91.1% of the budgeted amount.
- Operating expenses through September 30, 2012 amounted to \$2.8 million, with operation & maintenance expenditures of the Airport Operator only reaching 73.1% of the budgeted amount. As a result, net operating income¹ is \$1.5million, or approximately two times the amount projected for the year.

UTILITY FUND

- Operating revenue at the close of the fiscal year was recorded at \$11.1 million in operating revenues, a \$379k increase from the year before. The increased revenue is attributed to the new utility rate structure, as well as a slight reduction in our percentage of unbilled water compared to last year.
- Operating expenses totaled \$7.4 million, bringing net operating income¹ to \$3.7 million. Working capital declined \$3.3 million due to capital project expenses for the elevated storage tank and scheduled debt service payments.

CASH AND INVESTMENT REPORT

- Cash for all funds as of September 30, 2012 totaled \$71 million, an increase of approximately \$34 million from the previous quarter. The increase is attributable to receipt of bond proceeds from the FY12 sale. The proceeds were placed into the Town's TexSTAR pooled funds, and now account for over half of the total portfolio. As a result, the Town was able to increase its investment in AAA rated funds from 53% last quarter to 73% currently. Balances in the 2008 Capital Project and Streets Capital Project funds declined as expected because of planned expenditures in the fourth quarter.
- The Town's average investment yield to maturity at the end of September was 0.296 percent, a decrease from the previous quarter's yield of 0.447 percent. This yield is higher than the TexPool benchmark of 0.13 percent. The average weighted maturity decreased from 251 days to 122 days.
- As recommended by First Southwest Asset Management, we have invested in commercial paper up to the maximum threshold set in the Town's investment policy. In addition, we will continue to seek out CDs and callable agency securities in order to maximize yields. Finally, with interest rates expected to remain extremely low through the end 2014, we will look to extend the portfolio's duration to the extent cash flows allows.

¹ Net Operating Income: The fund's income after operating expenses are deducted from operating revenues. If this is a positive value, it is referred to as net operating income, while a negative value is called a net operating loss.

TOWN OF ADDISON
EXECUTIVE SUMMARY OF MAJOR OPERATING FUNDS FOR THE QUARTER ENDED SEPTEMBER 30, 2012
UNAUDITED ACTUAL AMOUNTS COMPARED TO THE 2012 ADOPTED BUDGET AS AMENDED
With Comparative Information from Prior Fiscal Year

	General Fund			Hotel Fund			Airport Fund			Utility Fund			Total Major Operating Funds*		
	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual
RESOURCES															
Ad Valorem Tax	\$ 10,907,470	\$ 10,950,276	\$ 10,373,351	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,907,470	\$ 10,950,276	\$ 10,373,351
Non-Property Tax	11,695,340	11,888,630	10,582,293	4,200,000	4,295,149	3,977,412	-	-	-	-	-	-	15,895,340	16,183,779	14,559,705
Franchise Fees	2,647,000	2,727,370	2,759,651	-	-	-	-	-	-	-	-	-	2,647,000	2,727,370	2,759,651
Service/Permitting/License Fees	2,336,950	2,397,496	2,589,360	1,725,000	1,664,275	1,386,124	805,540	817,595	708,001	10,928,200	11,106,451	10,727,437	15,795,690	15,985,817	15,410,922
Rental, Interest and Other Income	1,327,230	1,358,540	1,352,051	784,550	780,687	584,148	3,569,640	3,575,206	3,933,803	(49,600)	(94,156)	(23,444)	5,631,820	5,620,277	5,846,558
Transfers and Other Sources	-	-	-	-	-	-	-	-	-	1,816,420	1,816,416	-	1,816,420	1,816,416	-
Total Resources	28,913,990	29,322,311	27,656,706	6,709,550	6,740,111	5,947,684	4,375,180	4,392,801	4,641,804	12,695,020	12,828,711	10,703,993	52,693,740	53,283,935	48,950,187
APPLICATION OF RESOURCES															
Personal Services	18,505,570	17,850,379	18,663,815	1,627,560	1,632,940	1,443,444	323,730	362,801	264,010	1,260,710	1,252,885	1,252,885	21,717,570	21,099,005	21,624,154
Supplies and Materials	1,282,915	1,219,472	1,124,772	210,120	186,322	330,112	62,600	37,927	19,696	128,170	111,913	111,913	1,683,805	1,555,635	1,586,493
Maintenance	2,131,695	1,806,978	1,894,682	558,430	453,961	1,836,907	2,354,730	1,772,551	2,061,944	597,250	426,121	426,121	5,642,105	4,459,610	6,219,654
Contractual Services	4,891,470	5,138,299	4,606,325	4,069,310	3,874,343	3,971,134	849,870	670,058	857,591	5,635,020	5,614,416	5,100,756	15,445,670	15,297,116	14,535,806
Capital Equipment Amortization	1,084,300	1,083,204	1,072,349	56,500	56,500	65,100	-	-	-	23,500	23,500	23,500	1,164,300	1,163,204	1,160,949
Capital Equipment/Projects	107,000	171,336	104,656	39,565	11,064	9,241	957,300	1,082,440	1,304,103	2,330,000	2,367,436	3,018,133	3,433,865	3,632,276	4,436,133
Transfers and Other Uses**	75,000	75,000	700,000	670,000	670,000	670,000	390,090	390,090	391,388	3,214,630	3,214,630	3,102,034	4,349,720	4,349,720	4,863,422
Total Application of Resources	28,077,950	27,344,669	28,166,599	7,231,485	6,885,130	8,325,938	4,938,320	4,315,867	4,898,732	13,189,280	13,010,900	13,035,342	53,437,035	51,556,566	54,426,611
Net Change in Fund Balances	\$ 836,040	\$ 1,977,642	\$ (509,893)	\$ (521,935)	\$ (145,019)	\$ (2,378,254)	\$ (563,140)	\$ 76,934	\$ (256,928)	\$ (494,260)	\$ (182,189)	\$ (2,331,349)	\$ (743,295)	\$ 1,727,368	\$ (5,476,424)

Notes:

* Totals may not exactly match due to rounding.

** Transfers and other uses includes interfund transfers and retirement of debt in the Airport and Utility funds.

TOWN OF ADDISON
GENERAL FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Ad Valorem taxes:						
Current taxes	\$ 10,803,840	\$ (20,376)	\$ 10,831,138	100.3%	\$ 10,290,338	99.2%
Delinquent taxes	59,540	2,614	70,081	117.7%	34,564	350.9%
Penalty & interest	44,090	5,127	49,056	111.3%	48,449	3698.4%
Non-property taxes:						
Sales tax	10,955,340	2,854,089	11,089,866	101.2%	9,651,534	102.9%
Alcoholic beverage tax	740,000	393,875	798,763	107.9%	930,759	97.0%
Franchise / right-of-way use fees:						
Electric franchise	1,540,000	365,422	1,547,662	100.5%	1,625,028	108.3%
Gas franchise	215,000	-	204,559	95.1%	219,959	88.0%
Telecommunication access fees	660,000	165,747	665,883	100.9%	670,748	103.2%
Cable franchise & PEG Fees	225,000	83,230	302,916	134.6%	235,916	118.0%
Street rental fees	7,000	1,600	6,350	90.7%	8,000	100.5%
Licenses and permits:						
Business licenses and permits	171,540	23,968	145,059	84.6%	247,176	147.7%
Building and construction permits	756,950	132,134	808,650	106.8%	962,882	212.2%
Service fees:						
General government	50,650	96	305	0.6%	97	14.9%
Public safety	746,080	230,343	790,069	105.9%	750,370	99.1%
Urban development	3,000	1,080	2,380	79.3%	3,683	69.5%
Streets and sanitation	337,630	114,793	378,982	112.2%	355,973	111.3%
Recreation	86,800	27,992	87,750	101.1%	84,879	106.9%
Interfund	184,300	46,075	184,300	100.0%	184,300	100.0%
Court fines	1,068,500	250,577	1,071,177	100.3%	1,062,986	86.8%
Interest earnings	30,000	7,194	19,929	66.4%	61,296	76.6%
Rental income	153,000	47,625	162,738	106.4%	148,959	97.4%
Other	75,730	33,551	104,697	138.2%	78,810	135.9%
Total Revenues	\$ 28,913,990	\$ 4,766,756	\$ 29,322,311	101.4%	\$ 27,656,706	103.1%

TOWN OF ADDISON
GENERAL FUND
FY 2012 QUARTERLY STATEMENT OF EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
General Government:						
City manager	\$ 1,225,440	\$ 292,611	\$ 1,192,617	97.3%	\$ 1,621,767	106.1%
Financial & strategic services	944,820	198,753	781,099	82.7%	860,925	102.5%
General services	883,380	283,327	804,682	91.1%	779,723	94.4%
Municipal court	501,730	128,609	467,224	93.1%	475,737	93.4%
Human resources	552,740	140,706	546,089	98.8%	455,767	87.7%
Information technology	1,290,000	305,011	1,272,529	98.6%	1,196,031	90.2%
Combined services	617,270	256,471	703,583	114.0%	585,983	97.2%
Council projects	299,460	61,747	314,954	105.2%	377,851	126.9%
Public safety:						
Police	7,389,420	2,026,608	7,501,746	101.5%	7,766,636	101.8%
Emergency communications	1,298,980	374,731	1,184,856	91.2%	1,013,953	87.7%
Fire	5,877,700	1,530,220	5,731,503	97.5%	5,773,333	99.9%
Development services	902,300	237,459	886,705	98.3%	885,219	98.5%
Streets	1,688,510	570,116	1,612,699	95.5%	1,612,010	89.8%
Parks and Recreation:						
Parks	3,051,220	1,051,779	2,863,666	93.9%	2,565,249	101.2%
Recreation	1,479,980	429,051	1,405,717	95.0%	1,496,415	100.9%
Other financing uses:						
Transfer to Parks Capital Projects Fund	75,000	75,000	75,000	100.0%	700,000	0.0%
Total Expenditures and Other Uses	\$ 28,077,950	\$ 7,962,200	\$ 27,344,669	97.4%	\$ 28,166,599	99.1%

TOWN OF ADDISON

HOTEL FUND

FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Hotel/Motel occupancy taxes	\$ 4,200,000	\$ 1,102,217	\$ 4,295,149	102.3%	\$ 3,977,412	112.0%
Proceeds from special events	1,725,000	852,815	1,664,275	96.5%	1,386,124	82.5%
Conference centre rental	513,750	111,942	509,402	99.2%	428,749	85.7%
Visit Addison rental	175,000	40,034	181,760	103.9%	-	0.0%
Theatre centre rental	78,000	20,684	77,663	99.6%	152,847	50.4%
Interest and miscellaneous	17,800	2,982	11,862	66.6%	2,552	18.5%
Total Revenues	6,709,550	2,130,675	6,740,111	100.5%	5,947,684	98.3%
Expenditures and other uses:						
Visitor services	1,053,700	265,680	866,856	82.3%	1,008,028	91.8%
Visit Addison	610,740	133,392	564,118	92.4%	1,978,750	449.6%
Marketing	763,910	271,430	746,566	97.7%	727,292	99.4%
Special events	2,478,850	1,097,770	2,531,461	102.1%	2,405,601	100.5%
Conference centre	1,080,980	291,693	1,001,379	92.6%	1,007,161	97.9%
Performing arts	573,305	27,601	504,751	88.0%	529,106	95.7%
Other financing uses:						
Transfer to debt service fund	670,000	167,500	670,000	100.0%	670,000	100.0%
Total Expenditures and Other Uses	\$ 7,231,485	\$ 2,255,065	\$ 6,885,130	95.2%	\$ 8,325,938	120.4%

NOTES:

1) Amounts spent by special project:

Public Relations	\$ 315,250	\$ 113,230	\$ 292,733	92.9%	\$ 303,189	96.5%
Oktoberfest	529,640	269,332	276,619	52.2%	575,180	102.0%
Kaboom Town	264,030	192,927	263,969	100.0%	273,036	111.0%
Calendar	30,000	900	22,286	74.3%	57,469	114.9%
Hotel Support Program	200,000	36,736	141,043	70.5%	156,690	60.3%
Taste Addison	599,440	74,963	569,646	95.0%	586,539	97.9%
Shakespeare Festival	46,500	248	48,250	103.8%	48,092	103.4%
Summer Series Festivals	44,320	26,048	38,365	86.6%	41,188	92.4%
WorldFest	224,350	7,463	200,347	89.3%	205,332	95.5%
Book Fair	2,900	-	1,730	59.7%	2,032	69.6%
Weekend to Wipe Out Cancer	13,000	14,196	14,196	109.2%	13,947	107.3%
Vitruvian Park Events	92,000	16,938	159,374	173.2%	-	0.0%
TOTAL	\$ 2,361,430	\$ 752,981	\$ 2,028,558	85.9%	\$ 2,262,694	96.1%

TOWN OF ADDISON
ECONOMIC DEVELOPMENT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Ad Valorem taxes:						
Current taxes	\$ 548,980	\$ (1,037)	\$ 551,440	100.4%	\$ -	0.0%
Delinquent taxes	490	-	-	0.0%	-	0.0%
Penalty & interest	970	201	1,800	185.5%	-	0.0%
Business license fee	85,000	7,500	72,650	85.5%	-	0.0%
Interest income and other	500	555	1,936	387.2%	876	0.0%
Other financing sources:						
Transfer from General Fund	-	-	-	0.0%	700,000	100.0%
Total Revenues and Other Sources	635,940	7,218	627,826	98.7%	700,876	100.1%
Expenditures:						
Personal services	136,040	40,022	153,003	112.5%	63,280	0.0%
Supplies	11,420	2,109	11,243	98.5%	12,418	0.0%
Maintenance	6,000	-	-	0.0%	1,449	0.0%
Contractual services	597,630	80,728	302,732	50.7%	290,052	41.4%
Capital replacement/lease	2,700	675	2,700	100.0%	-	0.0%
Total Expenditures	\$ 753,790	\$ 123,534	\$ 469,678	62.3%	\$ 367,199	52.5%

TOWN OF ADDISON
ADVANCED FUNDING GRANT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ -	\$ -	\$ 4,560	0.0%	\$ 1,566,252	62.7%
Interest earnings and other	4,000	63	562	14.1%	4,165	5950.0%
Total Revenues	4,000	63	5,122	128.1%	1,570,417	62.8%
Expenditures:						
Supplies	-	-	-	0.0%	1,466	0.0%
Contractual services	18,000	-	5,142	28.6%	3,879	2.4%
Construction and equipment	-	11,353	11,353	0.0%	407,230	17.4%
Total Expenditures	\$ 18,000	\$ 11,353	\$ 16,495	91.6%	\$ 412,575	16.5%

TOWN OF ADDISON
REIMBURSEMENT GRANT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ 1,334,000	\$ 1,305,270	\$ 1,334,373	100.0%	\$ 14,156	20.2%
Total Revenues	1,334,000	1,305,270	1,334,373	100.0%	14,156	20.2%
Expenditures:						
Personal services	5,000	436	2,932	58.6%	5,596	29.1%
Supplies	10,000	-	9,952	99.5%	-	0.0%
Contractual services	4,400	-	4,189	95.2%	774,039	1548.1%
Construction and equipment	5,600	-	5,586	99.7%	-	N/A
Total Expenditures	\$ 25,000	\$ 436	\$ 22,659	90.6%	\$ 779,635	1113.8%

TOWN OF ADDISON
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) GRANT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ 188,000	\$ 522,641	\$ 622,037	330.9%	\$ 26	0.0%
Total Revenues	188,000	522,641	622,037	330.9%	26	0.0%
Expenditures:						
Personal services	189,590	50,704	150,099	79.2%	191,200	136.6%
Supplies	-	-	1,586	0.0%	-	0.0%
Contractual services	-	-	-	0.0%	6,052	0.0%
Construction and equipment	512,320	-	512,320	100.0%	-	0.0%
Total Expenditures	\$ 701,910	\$ 50,704	\$ 664,005	94.6%	\$ 197,252	140.9%

TOWN OF ADDISON
STREET CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest income and other	\$ 6,500	\$ 1,619	\$ 5,761	88.6%	\$ 25,149	276.4%
Total Revenues	6,500	1,619	5,761	88.6%	25,149	276.4%
Expenditures:						
Contractual services	-	164,975	178,017	0.0%	-	0.0%
Construction and equipment	299,400	4,581	66,661	22.3%	-	0.0%
Total Expenditures	\$ 299,400	\$ 169,556	\$ 244,678	81.7%	\$ -	0.0%

TOWN OF ADDISON
PARKS CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest income and other	\$ 38,210	\$ 30,896	\$ 38,030	99.5%	\$ 26,313	857.1%
Other financing sources:						
Transfer from General Fund	75,000	75,000	75,000	100.0%	-	0.0%
Total Revenues	113,210	105,896	113,030	99.8%	26,313	857.1%
Expenditures:						
Contractual services	-	26	14,670	0.0%	49,779	513.2%
Construction and equipment	142,510	-	84,987	59.6%	154,452	59.3%
Total Expenditures	\$ 142,510	\$ 26	\$ 99,657	69.9%	\$ 204,231	75.6%

TOWN OF ADDISON
2002 CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 1,040	\$ 97	\$ 1,158	111.3%	\$ 6,545	45.5%
Total Revenues	1,040	97	1,158	111.3%	6,545	45.5%
Expenditures:						
Contractual services	104,470	-	104,457	100.0%	252,759	252.8%
Construction and equipment	745,410	-	745,338	100.0%	438,729	109.7%
Total Expenditures	\$ 849,880	\$ -	\$ 849,795	100.0%	\$ 691,488	138.3%

TOWN OF ADDISON
2004 CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 1,500	\$ 14	\$ 736	49.1%	\$ 2,061	40.8%
Total Revenues	1,500	14	736	49.1%	2,061	40.8%
Expenditures:						
Contractual services	13,440	-	13,436	100.0%	-	0.0%
Construction and equipment	427,640	-	426,868	99.8%	-	0.0%
Total Expenditures	\$ 441,080	\$ -	\$ 440,304	99.8%	\$ -	0.0%

TOWN OF ADDISON
2006 CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 1,000	\$ 379	\$ 205,379	20537.9%	\$ 1,657	40.8%
Total Revenues	1,000	379	205,379	20537.9%	1,657	40.8%
Expenditures:						
Contractual services	-	-	-	0.0%	-	0.0%
Construction and equipment	-	-	-	0.0%	-	0.0%
Total Expenditures	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%

TOWN OF ADDISON
2008 CAPITAL PROJECT FUND
FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 168,000	\$ 4,585	\$ 170,650	101.6%	\$ 424,375	201.7%
Total Revenues	168,000	4,585	170,650	101.6%	424,375	201.7%
Expenditures:						
Contractual services	681,110	144,600	504,012	74.0%	1,487,176	0.0%
Construction and equipment	1,675,920	251,197	1,283,320	76.6%	12,570,029	103.9%
Other financing uses:						
Transfer of debt proceeds	-	-	1,816,416	0.0%	-	0.0%
Total Expenditures and Other Uses	\$ 2,357,030	\$ 395,797	\$ 3,603,748	152.9%	\$ 14,057,205	116.2%

AIRPORT FUND

FY 2012 QUARTERLY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES TO WORKING CAPITAL COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Operating revenues:						
Operating grants	\$ 50,000	\$ 45,567	\$ 45,567	91.1%	\$ 48,350	96.7%
Fuel flowage fees	690,000	246,752	717,667	104.0%	\$ 657,159	77.7%
Rental	3,538,020	1,196,015	3,551,536	100.4%	\$ 3,481,639	100.4%
User fees	65,540	13,970	54,362	82.9%	\$ 50,842	132.4%
Other income	10,300	2,657	15,332	148.9%	-	0.0%
Total operating revenues	4,353,860	1,504,961	4,384,463	100.7%	4,237,990	96.1%
Operating expenses:						
Town - Personal services	323,730	91,189	362,801	112.1%	264,010	103.9%
Town - Supplies	62,600	26,899	37,927	60.6%	19,696	90.3%
Town - Maintenance	33,300	26,005	56,884	170.8%	36,293	123.9%
Town - Contractual services	544,670	125,098	384,739	70.6%	402,750	84.3%
Grant - Maintenance	100,000	-	92,784	92.8%	99,991	100.0%
Operator operation & maintenance	2,221,430	533,260	1,622,883	73.1%	1,925,660	84.8%
Operator service contract	305,200	78,162	285,319	93.5%	454,841	137.9%
Total operating expenses	3,590,930	880,613	2,843,337	79.2%	3,203,241	92.0%
Net operating income	762,930	624,348	1,541,126	202.0%	1,034,749	111.4%
Non-Operating revenues (expenses):						
Interest earnings and other	21,320	2,180	8,337	39.1%	403,814	2613.7%
Interest on debt, fiscal fees & other	(115,090)	(28,773)	(115,090)	100.0%	(126,388)	100.8%
Total non-operating revenues (expenses)	(93,770)	(26,593)	(106,753)	113.8%	277,426	-252.3%
Net income (excluding depreciation)	\$ 669,160	\$ 597,756	\$ 1,434,374	214.4%	\$ 1,312,175	160.2%
CHANGES IN WORKING CAPITAL						
Net income (excluding depreciation)	\$ 669,160	\$ 597,756	\$ 1,434,374	214.4%	\$ 1,312,175	160.2%
Sources (uses) of working capital:						
Retirement of long-term debt	(275,000)	(68,750)	(275,000)	100.0%	(265,000)	100.0%
Net additions to fixed assets with grants	(897,300)	-	(1,004,341)	111.9%	(1,214,930)	97.6%
Other net additions to fixed assets	(60,000)	-	(78,099)	130.2%	(89,173)	156.4%
Net sources (uses) of working capital	(1,232,300)	(68,750)	(1,357,440)	110.2%	(1,569,103)	100.1%
Net increase (decrease) in working capital	(563,140)	529,006	76,933	-13.7%	(256,928)	34.4%
Beginning fund balance	1,601,980	1,560,920	2,012,994	125.7%	2,124,403	122.0%
Ending fund balance	\$ 1,038,840	\$ 2,089,926	\$ 2,089,927	201.2%	\$ 1,867,475	188.0%

UTILITY FUND

FY 2012 QUARTERLY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES TO WORKING CAPITAL COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

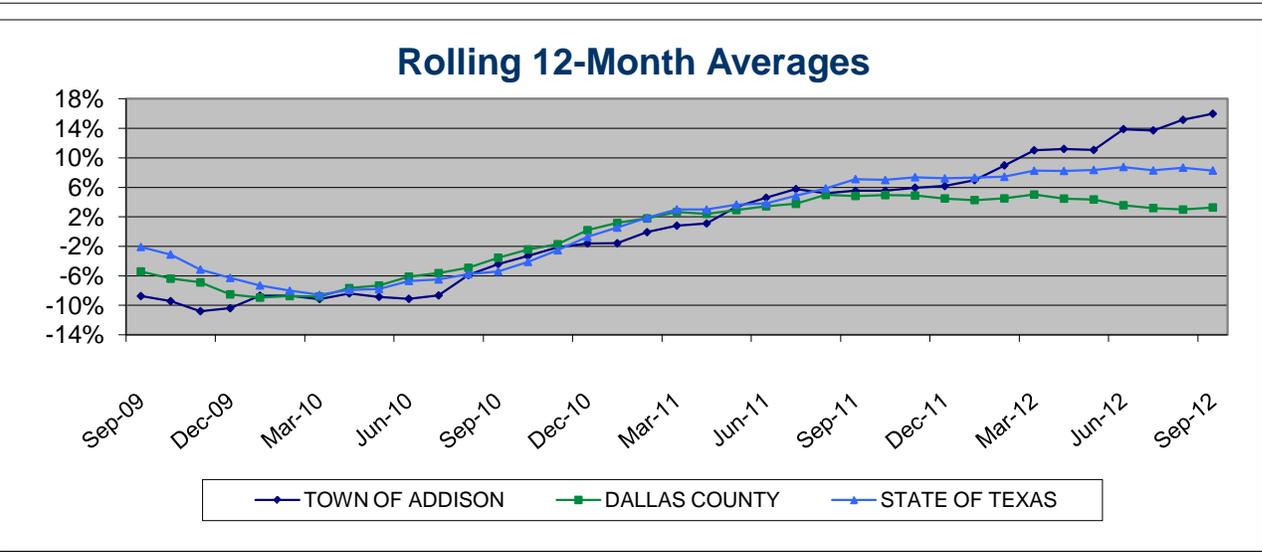
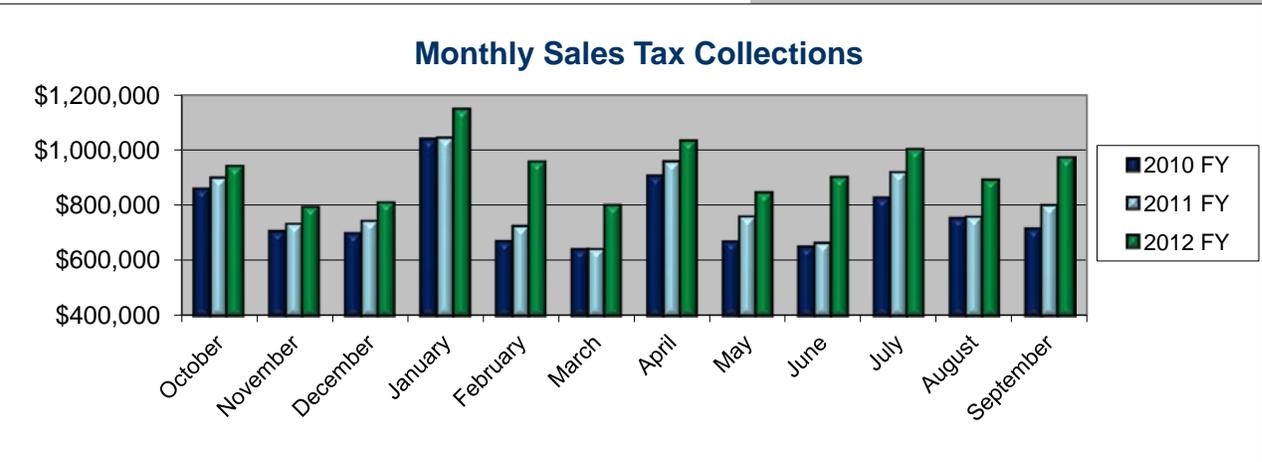
Category	FY2011-12				FY2010-11	
	Amended Budget	4th Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Operating revenues:						
Water sales	\$ 6,119,700	\$ 2,885,464	\$ 6,272,622	102.5%	\$ 6,140,864	112.4%
Sewer charges	4,725,000	1,709,901	4,761,033	100.8%	\$ 4,496,894	95.6%
Tap fees	10,000	1,635	7,740	77.4%	\$ 17,845	78.7%
Penalties	73,500	16,948	65,056	88.5%	\$ 71,834	102.6%
Total operating revenues	10,928,200	4,613,948	11,106,451	101.6%	10,727,437	104.6%
Operating expenses:						
Water purchases	2,841,200	1,012,392	2,859,959	100.7%	2,520,301	93.1%
Wastewater treatment	2,051,700	566,809	2,063,043	100.6%	1,889,041	95.4%
Utility operations	2,751,750	887,245	2,505,833	91.1%	2,497,506	94.4%
Total operating expenses	7,644,650	2,466,446	7,428,835	97.2%	6,906,848	94.2%
Net operating income	3,283,550	2,147,501	3,677,616	112.0%	3,820,589	130.6%
Non-Operating revenues (expenses):						
Interest earnings and other	(49,600)	(86,626)	(94,156)	189.8%	(23,444)	-360.7%
Interest on debt, fiscal fees & other	(459,830)	(114,958)	(459,830)	100.0%	(590,644)	112.8%
Total non-operating revenues (expenses)	(509,430)	(201,584)	(553,986)	108.7%	(614,088)	118.7%
Net income (excluding depreciation)	\$ 2,774,120	\$ 1,945,917	\$ 3,123,631	112.6%	\$ 3,206,501	133.2%
CHANGES IN WORKING CAPITAL						
Net income (excluding depreciation)	\$ 2,774,120	\$ 1,945,917	\$ 3,123,631	112.6%	\$ 3,206,501	133.2%
Sources (uses) of working capital:						
Retirement of long-term debt	(2,754,800)	(688,700)	(2,754,800)	100.0%	(2,511,390)	95.7%
Transfer of debt proceeds	1,816,420	-	1,816,416	100.0%	-	0.0%
Net additions to fixed assets	(2,330,000)	(491,995)	(2,367,436)	101.6%	(3,018,133)	79.7%
Net sources (uses) of working capital	(3,268,380)	(1,180,695)	(3,305,819)	101.1%	(5,529,523)	86.3%
Net increase (decrease) in working capital	(494,260)	765,222	(182,188)	36.9%	(2,323,022)	58.1%
Beginning fund balance	2,364,190	547,499	2,723,494	115.2%	5,851,222	116.4%
Ending fund balance	\$ 1,869,930	\$ 1,312,721	\$ 2,541,306	135.9%	\$ 3,528,200	343.9%

TOWN OF ADDISON

Schedule of Sales Tax Collections and Related Analyses

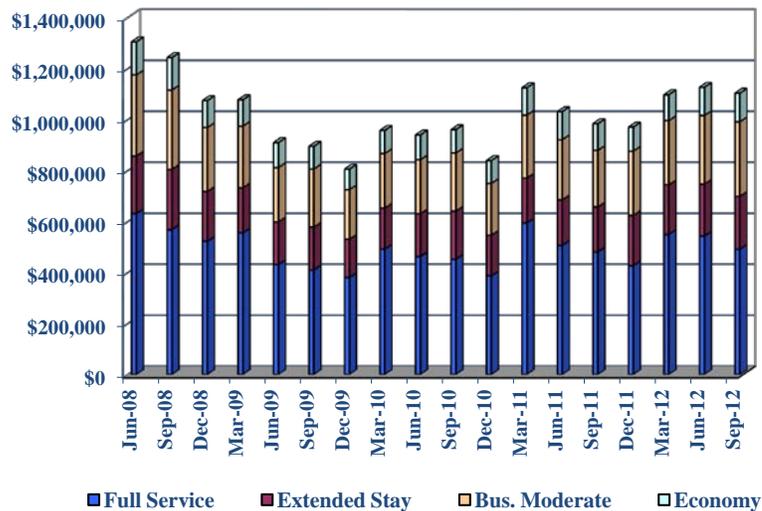
For the fiscal year ending September 30, 2012

	TOWN OF ADDISON				DALLAS COUNTY		STATE OF TEXAS	
	2011-12 Collections		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
October	\$ 941,812	\$ 941,812	4.6%	4.6%	5.3%	5.3%	5.7%	5.8%
November	795,061	1,736,873	8.5%	6.4%	0.1%	2.7%	8.6%	7.2%
December	810,293	2,547,166	8.9%	7.2%	2.9%	2.8%	8.3%	8.3%
January	1,148,174	3,695,340	10.0%	8.0%	0.9%	2.3%	6.7%	7.3%
February	957,579	4,652,919	32.0%	12.2%	3.2%	2.5%	8.0%	7.5%
March	800,861	5,453,780	24.6%	13.9%	10.3%	3.8%	15.1%	8.8%
April	1,033,235	6,487,015	7.8%	12.9%	-3.5%	2.7%	4.4%	8.1%
May	846,906	7,333,921	11.5%	12.7%	3.2%	2.8%	8.2%	8.1%
June	901,856	8,235,777	35.8%	14.8%	-0.8%	2.4%	11.0%	8.5%
July	1,002,455	9,238,232	8.9%	14.2%	-0.9%	2.1%	2.7%	7.9%
August	892,680	10,130,912	17.6%	14.5%	10.4%	2.8%	13.2%	8.4%
September	972,912	11,103,824	21.5%	15.0%	8.2%	3.3%	7.5%	8.3%
Budget 11-12:	\$ 9,565,340							
Projected Year End	\$ 11,103,824							



TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION
Hotels By Service Type for the Quarter and Year-to-Date Ended September 30, 2012
With Comparative Information from Prior Fiscal Year

	Rooms		4th Quarter FY 12		12 to 11	YTD FY 12		12 to 11
	Number	Percentage	Amount	Percentage	% Diff.	Amount	Percentage	% Diff.
Full Service								
Marriott Quorum	535	14%	\$ 230,360	21%	4%	\$ 772,674	18%	-2%
Intercontinental	532	13%	154,945	14%	-1%	775,902	18%	3%
Crowne Plaza	429	11%	106,095	10%	4%	461,353	11%	7%
	<u>1,496</u>	<u>38%</u>	<u>491,400</u>	<u>45%</u>	<u>2%</u>	<u>2,009,930</u>	<u>47%</u>	<u>2%</u>
Extended Stay								
Budget Suites	344	9%	3,754	0%	-29%	18,713	0%	0%
Hawthorne Suites	70	2%	12,948	1%	8%	56,499	1%	17%
Marriott Residence	150	4%	45,217	4%	-3%	193,571	5%	5%
Summerfield Suites	132	3%	36,327	3%	33%	123,706	3%	32%
Homewood Suites	128	3%	44,332	4%	5%	184,094	4%	3%
Springhill Suites	159	4%	64,660	6%	50%	225,963	5%	35%
	<u>983</u>	<u>25%</u>	<u>207,238</u>	<u>19%</u>	<u>18%</u>	<u>802,547</u>	<u>19%</u>	<u>16%</u>
Business Moderate								
Marriott Courtyard Quorum	176	4%	85,409	8%	48%	299,014	7%	24%
LaQuinta Inn	152	4%	34,819	3%	11%	132,872	3%	4%
Marriott Courtyard Proton	145	4%	50,483	5%	38%	182,038	4%	16%
Holiday Inn Express	102	3%	36,637	3%	22%	133,873	3%	4%
Hilton Garden Inn	96	2%	46,723	4%	30%	174,657	4%	24%
Holiday Inn - Arapaho	101	3%	24,869	2%	5%	99,305	2%	4%
Comfort Inn	86	2%	13,382	1%	107%	43,141	1%	152%
	<u>858</u>	<u>22%</u>	<u>292,322</u>	<u>27%</u>	<u>32%</u>	<u>1,064,900</u>	<u>25%</u>	<u>17%</u>
Economy								
Motel 6	126	3%	18,891	2%	0%	73,213	2%	4%
Hampton Inn	159	4%	50,053	5%	13%	185,006	4%	-1%
Quality Inn	115	3%	11,610	1%	4%	41,397	1%	-8%
Comfort Suites	78	2%	17,649	2%	5%	69,150	2%	13%
Super 8	78	2%	9,708	1%	8%	35,300	1%	10%
Best Value	60	2%	4,179	0%	-3%	14,540	0%	-6%
	<u>616</u>	<u>16%</u>	<u>112,090</u>	<u>10%</u>	<u>7%</u>	<u>418,607</u>	<u>10%</u>	<u>2%</u>
TOTAL	<u>3,953</u>	<u>100%</u>	<u>\$ 1,103,050</u>	<u>100%</u>	<u>12%</u>	<u>\$ 4,295,983</u>	<u>100%</u>	<u>8%</u>



TOWN OF ADDISON
INTERIM STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
For the Quarter Ending September 30, 2012

Fund	Balance 6/30/2012	Quarter Receipts	Quarter Disbursements	Balance 9/30/2012
General Fund	\$ 14,306,839	\$ 6,016,955	\$ 7,705,011	\$ 12,618,783
Special Revenue Funds:				
Hotel	1,603,845	3,682,876	2,915,500	2,371,221
Economic Development	633,136	14,483	105,591	542,028
Public Safety	22,596	23,415	8,075	37,936
Municipal Court	429,008	198,466	208,326	419,148
Advanced Funding Grant	26,061	22	11,353	14,730
Reimbursement Grant	(1,938,485)	1,305,350	436	(633,571)
ARRA Grant	(512,321)	50,704	50,704	(512,321)
Debt Service Funds:				
G. O. Bonds	2,085,002	71,139	941,769	1,214,372
Hotel Revenue Bonds	650,550	168,095	57,088	761,557
Capital Projects Funds:				
Streets	1,539,326	1,397	95,620	1,445,103
Parks	379	105,878	26	106,231
2002 G.O. Bonds	59,205	54	-	59,259
2004 G.O. Bonds	14	-	-	14
2006 G.O. Bonds	354,108	325	-	354,433
2008 C.O. Bonds	4,542,703	3,977	370,560	4,176,120
2012 C.O. Bonds	-	34,956,799	-	34,956,799
Enterprise Funds:				
Utility	4,003,099	3,687,880	3,059,071	4,631,908
Airport	2,718,153	1,208,620	1,922,599	2,004,174
Internal Service Funds:				
Capital Replacement	3,693,779	167,674	1,316	3,860,137
Information Technology	2,816,322	146,572	156,418	2,806,476
TOTAL - ALL FUNDS	\$ 37,033,319	\$ 51,810,681	\$ 17,609,463	\$ 71,234,537

Note: Cash inflows and outflows represent revenues, expenditures, and investment transactions.

INVESTMENTS BY MATURITY AND TYPE				
<i>For the Quarter Ending September 30, 2012</i>				
	Type	% of Portfolio	Yield to Maturity	Amount
	Pools	62.62%	0.16%	\$ 44,518,452
	Agencies	15.49%	0.44%	11,015,176
	Bank CD's	9.25%	0.58%	6,574,498
	Treasuries	0.00%	0.00%	-
	Commercial Paper	12.65%	0.60%	8,990,478
Total Investments		100.01%	0.30%	71,098,604
	Accrued Interest Earnings			13,748
	Demand Deposits			122,185
TOTAL				\$ 71,234,537

COLLATERAL SUMMARY

The first and most important objective for public funds investments is safety of assets. Therefore, all non-government security investments and bank accounts in excess of FDIC coverage must be secured by collateral. The bank balances and investments are monitored on a regular basis for appropriate coverage by marking the collateral to market. Collateral levels are adjusted to secure the varying levels of receipts throughout the fiscal year.

Town of Addison Collateral Analysis Demand Deposit Cash June 30, 2012

Pledging Institution	Safekeeping Location	Account Title	Pledged Security Description	Security Par Value	Market Value	FDIC Insurance	Ending Bank Balance	Difference Over(Under)
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	\$ 4,504,501	\$ 4,864,525			
Frost Bank	Federal Reserve	Operating	GNMA due 10/15/2037	\$ 227,944	\$ 254,291			
Frost Bank	Federal Reserve	Operating	GNMA due 10/15/2037	665,595	742,529			
				<u>\$ 5,398,039</u>	<u>\$ 5,861,344</u>	<u>\$ 2,599,962</u>	<u>\$ 2,349,962</u>	<u>\$ 6,111,344</u>

Glossary of Terms

A

Accrual Accounting – Recognition of the financial effects of transactions, events and circumstances in the period(s) when they occur regardless of when the cash is received or paid.

Ad Valorem – Latin for “value of.” Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property.

Appropriation – A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligation for designated purposes.

Assessed Valuation – A valuation set upon real estate or other property by a government as a basis for levying taxes.

B

Balance Sheet – The basic financial statement, which discloses the assets, liabilities and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles (GAAP).

Balanced Budget – Annual financial plan in which expenses do not exceed revenues.

Budget – A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

C

Capital Outlays – Expenditures which result in the acquisition of or addition to fixed assets which are individually priced at more than \$5,000.

Contractual Services – The costs related to services performed for the Town by individuals, businesses, or utilities.

Cost – The amount of money or other consideration exchanged for property or services. Costs may be incurred even before the money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

D

Delinquent Taxes – Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

E

Encumbrances – Commitments related to unperformed contracts for goods and services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

Expenditures – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

F

Fixed Assets – Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise – A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Fund – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities of balances, and charges therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance – The difference between governmental fund assets and liabilities, also referred to as fund equity.

FY – Acronym for fiscal year, a 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The Town of Addison's fiscal year begins October 1st and ends the following September 30th. The term FY2011 denotes the fiscal year beginning October 1, 2011 and ending September 30, 2012.

G

GAAP – Acronym for Generally Accepted Accounting Principles, which are a collection of rules and procedures that set the basis for the fair presentation of financial statements. The accounting and reporting policies of the Town conform to the GAAP applicable to state and local governments.

GASB – Acronym for Government Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

Governmental Funds – Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

M

Maintenance – The upkeep of physical properties in condition for use of occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Modified Accrual Accounting – Accounting system in which revenues are recognized and recorded in the accounts when they are measurable, available and collectible in the fiscal year.

Modified Level of Service – A modified level of service represents an increase or decrease in a department's scope of service or funding levels. A modified level of service may be a request for additional funding submitted by a department during the budget process for new or expanding programs or services, or it may be the elimination of a position in a department. Modified levels of service are highlighted in the department narratives in alternate color text.

O

Operating Expenditure – Expenditure on an existing item of property or equipment that is not a capital expenditure.

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, usually require ordinances.

P

Personal Services – The costs associated with compensating employees for their labor.

P-Card – Acronym for procurement card, a Town-issued credit card which allows employees to make small purchases in a cost effective manner.

Proprietary Fund – Operation that operates like a private commercial operation, in which services are financed through user charges and expenditures include the full cost of operations.

Purchase Order (PO) – A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

R

Revenues – Increases in net financial resources. Revenues include the receipt of assets for goods sold or services provided in the current reporting period, intergovernmental grants, and interest income.

S

Special Assessment – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are legally restricted or formally committed to expenditures for specified purposes.

Supplies – A cost category for minor items (individually priced at less than \$5,000) required by departments to conduct their operations.

T

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessment.

W

Working Capital – The amount of current assets which exceeds current liabilities.

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures						Total Department
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay		
General Fund / Revenues and Other Sources								
Increase in beginning fund balance	\$ 969,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Increase in current property taxes	20,000	-	-	-	-	-	-	-
Increase in delinquent property taxes	50,000	-	-	-	-	-	-	-
Increase in property tax penalty and interest	25,000	-	-	-	-	-	-	-
Increase in sales tax	1,390,000	-	-	-	-	-	-	-
Increase in electric franchise fees	40,000	-	-	-	-	-	-	-
Increase in telecommunication access fees	10,000	-	-	-	-	-	-	-
Increase in building and construction permits	200,000	-	-	-	-	-	-	-
Reduction in court fines	(75,000)	-	-	-	-	-	-	-
Increase in recycling proceeds	3,000	-	-	-	-	-	-	-
Increase in other income	25,000	-	-	-	-	-	-	-
Total General Fund Revenues and Other Sources	\$ 2,657,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund / City Manager								
Total City Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund / Financial & Strategic Services								
Increase in professional services for CFO recruitment	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Decrease in salary reimbursement	-	10,000	-	-	-	-	-	10,000
Total Financial & Strategic Services	\$ -	\$ 10,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 35,000
General Fund / General Services								
Concord Commercial - Svc Center Lobby	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Total General Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
General Fund / Combined Services								
Total Combined Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures						Total Department
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay		
General Fund / Council Projects								
Increase in rental costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,130	\$ -	\$ 7,130
Increase for expanded service with Metrocrest Chamber	-	-	-	-	-	25,000	-	25,000
Streaming of Bond Evaluation Committee meeting	-	-	-	-	-	5,000	-	5,000
Total Council Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,130	\$ -	\$ 37,130
General Fund / Police								
Overtime for special events	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Forensics related to crimes	-	-	14,000	-	-	-	-	14,000
Increase wearing appeal and uniform cost	-	-	6,000	-	-	-	-	6,000
Decrease in combined services saving	-	-	-	-	10,000	-	-	10,000
Total Police	\$ -	\$ 35,000	\$ 20,000	\$ -	\$ -	\$ 10,000	\$ -	\$ 65,000
General Fund / Emergency Communications								
iXP Dispatch Systems agreement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,940	\$ -	\$ 39,940
Total Emergency Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,940	\$ -	\$ 39,940
General Fund / Fire								
Total Fire	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund / Streets								
Increase in trash disposal; offset by additional revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
Total Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
General Fund / Parks								
Transfer to Parks Capital Projects Fund	\$ (75,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Parks	\$ (75,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures						Total Department
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay		
General Fund / Recreation								
Total Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hotel Fund / Revenues and Other Sources								
Decrease in beginning fund balance	\$ (247,990)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Increase in hotel occupancy taxes	100,000	-	-	-	-	-	-	-
Increase in Conference Centre rental	25,000	-	-	-	-	-	-	-
Reduction in Visitor Centre rental	(18,000)	-	-	-	-	-	-	-
Total Hotel Fund Revenues and Other Sources	\$ (140,990)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hotel Fund / Visit Addison								
Total Visit Addison	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hotel Fund / Special Events								
Increase due to expanded special guest area/general attendance	\$ -	\$ -	\$ 16,890	\$ -	\$ -	\$ -	\$ -	\$ 16,890
Total Special Events	\$ -	\$ -	\$ 16,890	\$ -	\$ -	\$ -	\$ -	\$ 16,890
Economic Development Fund / ED Department								
Increase in beginning fund balance	\$ 110,690	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reduction in Business License Fees	(65,000)	-	-	-	-	-	-	-
Total Economic Development	\$ 45,690	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Advanced Funding Grant Fund								
Increase in beginning fund balance	\$ 3,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize American Heart Association grant	1,500	-	-	-	-	-	-	-
Recognize expenditures of grant funding	-	-	-	-	18,000	-	-	18,000
Total Advanced Funding Grant Fund	\$ 4,890	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures					
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay	Total Department
Reimbursement Grant Fund							
Decrease in beginning fund balance, delay in reimbursements	\$ (1,945,670)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize Dallas County grant	1,319,000	-	-	-	-	-	-
Recognize various public safety grants	5,000	-	-	-	-	-	-
Recognize expenditures of grant funding	-	(5,000)	10,000	-	4,400	5,600	15,000
Total Reimbursement Grant Fund	\$ (621,670)	\$ (5,000)	\$ 10,000	\$ -	\$ 4,400	\$ 5,600	\$ 15,000
ARRA Grant Fund							
Increase in beginning fund balance	\$ 1,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize expenditures of grant funding	-	-	1,590	-	-	512,320	513,910
Total ARRA Grant Fund	\$ 1,590	\$ -	\$ 1,590	\$ -	\$ -	\$ 512,320	\$ 513,910
Public Safety Fund							
Recognize lower beginning fund balance	\$ (1,220)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Increase court awards revenue	\$ 24,000	-	-	-	-	-	-
Total Public Safety Fund	\$ 22,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Court Fund							
Recognize higher beginning fund balance	\$ 31,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reduce interest income revenue	\$ (1,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Municipal Court Fund	\$ 30,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Obligation Debt Service Fund							
Recognize lower beginning fund balance	\$ (19,860)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize additional principal paid for 2011 refunding bonds	-	-	-	-	172,850	-	172,850
Total General Obligation Debt Service Fund	\$ (19,860)	\$ -	\$ -	\$ -	\$ 172,850	\$ -	\$ 172,850
Occupancy Tax Debt Service Fund							
Recognize lower beginning fund balance	\$ (310)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize additional principal paid for 2011 refunding bonds	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
Total Occupancy Tax Debt Service Fund	\$ (310)	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures					
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay	Total Department
Street Capital Project Fund							
Increase in beginning fund balance	\$ 229,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize delay of capital project expenditures	-	-	-	-	-	(520,000)	(520,000)
Total Street Capital Project Fund	\$ 229,190	\$ -	\$ -	\$ -	\$ -	\$ (520,000)	\$ (520,000)
Parks Capital Project Fund							
Recognize lower beginning fund balance	\$ (49,290)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize project donations	37,860	-	-	-	-	-	-
Recognize project transfer from General Fund	75,000	-	-	-	-	-	-
Total Parks Capital Project Fund	\$ 63,570	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002 Capital Project Fund							
Increase in beginning fund balance	\$ 848,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recognize additional interest earnings	1,040	-	-	-	-	-	-
Additional expenses related to Belt Line Streetscape	-	-	-	-	104,470	745,410	849,880
Total 2002 Capital Project Fund	\$ 849,880	\$ -	\$ -	\$ -	\$ 104,470	\$ 745,410	\$ 849,880
2004 Capital Project Fund							
Increase in beginning fund balance	\$ 186,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional expenses related to Belt Line Streetscape	-	-	-	-	13,440	262,530	275,970
Total 2004 Capital Project Fund	\$ 186,610	\$ -	\$ -	\$ -	\$ 13,440	\$ 262,530	\$ 275,970
2006 Capital Project Fund							
Reduce beginning fund balance	(204,600)	-	-	-	-	-	\$ -
Recognize delay of capital project expenditures	\$ -	\$ -	\$ -	\$ -	\$ (180,000)	\$ -	\$ (180,000)
Total 2006 Capital Project Fund	\$ (204,600)	\$ -	\$ -	\$ -	\$ (180,000)	\$ -	\$ (180,000)

TOWN OF ADDISON
DETAIL OF RECOMMENDED FY 11-12 BUDGET AMENDMENTS

Fund / Category	Revenues and Other Funding Sources/Uses	Expenditures					
		Personal Services	Supplies	Maintenance	Contractual Services	Capital Outlay	Total Department
2008 Capital Project Fund							
Increase in beginning fund balance	\$ 2,867,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Decrease in interest earnings	(7,000)	-	-	-	-	-	-
Additional developer contributions for Spring Valley	150,000	-	-	-	-	-	-
Additional expenses related to Vitruvian Park	-	-	-	-	493,590	857,760	1,351,350
Additional expenses related to Redding Trail & Bush Elementary	-	-	-	-	-	236,290	236,290
Additional expenses related to Halff - Prof. Services Stormwater	-	-	-	-	63,000	-	63,000
Recognize transfer of bond proceeds to Utility Fund	(1,816,420)	-	-	-	-	-	-
Total 2008 Capital Project Fund	\$ 1,194,360	\$ -	\$ -	\$ -	\$ 556,590	\$ 1,094,050	\$ 1,650,640
Airport Enterprise Fund							
Increase in fuel flowage fees	\$ 60,000						
Increase in rental income	\$ 50,000						
Increase in user fees	\$ 30,000						
Total Airport Enterprise Fund	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Enterprise Fund							
Increase in beginning fund balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Increase in water sales revenue	\$ 100,000						
Reduce interest income	\$ (14,000)						
Additional expenses related to Elevated Storage Tank	-	-	-	-	160,280	297,610	457,890
Recognize transfer of bond proceeds from 2008 CPF	1,816,420	-	-	-	-	-	-
Total Utility Enterprise Fund	\$ 1,902,420	\$ -	\$ -	\$ -	\$ 160,280	\$ 297,610	\$ 457,890
Information Technology Internal Service Fund							
Total Information Technology Internal Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Internal Service Fund							
Purchase of self-contained breathing apparatus	-	-	-	-	-	170,000	170,000
Total Capital Replacement Internal Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ 170,000



Third Quarter of Calendar Year 2012 Review

The National Oceanic and Atmospheric Administration (NOAA) reported the month of July was the hottest month in U.S. history since recordkeeping began 118 years ago. Compounding the discomfort is a nationwide drought that's slowly burning a wide swatch of American farmland. The stifling heat might not have anything to do with the lackluster economic growth, but it feels that way. The U.S. economy limped along at a revised 1.3% annualized rate in the second quarter of 2012, less than half the historical GDP average over the past 20 years. Although the initial third quarter GDP report won't be released until late October, the expected improvement will still fall well below the pace needed to generate sufficient jobs.

There were pockets of good news reported during the quarter, much of it related to housing. Fannie Mae and Freddie Mac announced in July they'd both earned fairly significant second quarter profits. This welcome news was a contributing factor in the Treasury Department's decision to modify its Preferred Stock Purchase Agreements, replacing Fannie and Freddie's required 10% dividend payment with a complete sweep of any and all future profits directly into the Treasury. This symbolically ended any chance that the mortgage giants could eventually stockpile enough cash to resurrect themselves. The Treasury also announced that their retained mortgage portfolios would now be required to shrink by 15% per year instead of the previous 10% pace. The takeaway here is that there will be less and less new agency debt to purchase.

Global economic problems garnered their share of headlines. As much of Europe sank into recession under the weight of harsh austerity measures, Spanish and Greek rioters took to the streets in protest, and interest rates in struggling countries shot higher, compounding the underlying debt problems. The European Central Bank responded by announcing a program to purchase short-term sovereign debt on the open market. China's economy, the global engine of growth for many years, has shifted into a lower gear, prompting accommodation from its own central bank. Even the Japanese central bank announced a huge asset purchase program in hopes of stoking the fire that hasn't produced any significant heat in two decades.

The decrease in global demand is beginning to have a negative effect on the factory sector as export growth slows. The U.S. ISM factory index fell from 49.8 to 49.6 in August. It was the third straight month below the 50 mark (indicating contraction) and the longest such string since mid-2009. Although the Eurozone Purchasing Managers' Index (PMI) climbed from 45.1 to 46.1, September still marked the 14th straight month of contraction in the European manufacturing sector. China's factory sector is also in contraction territory, as its official PMI rose from 49.2 to 49.8 in September. August had been the lowest reading of the year.

EMPLOYMENT

Job growth, or the lack thereof, has been a hot election topic all year. Fortunately for the current administration, the woeful second quarter job gains improved somewhat in the third quarter, but not enough to suggest a strengthening economy. Nonfarm payrolls increased by just 96k in August, well short of the median forecast for a gain of 130k. Revisions to the two previous months subtracted 41k jobs from the previous count, leaving July at 141k and June at a mere 45k. According to analysts, the level of job gains needed to legitimately chip away at the unemployment rate would be above 250k per month. Having said that, the unemployment rate fell from 8.3% to 8.1% in August, but the primary contributor was a 368k drop in the labor force, which took the participation rate down to 63.5%, the lowest in 33 years. The unemployment rate has been above 8% since February 2009, the longest such streak since 1948. Frankly, if the seven million people no longer looking for work are included in the calculation, unemployment climbs above 11%.

HOUSING

The housing market has bounced off historically low levels to become one of few bright spots in an otherwise anemic recovery. Unfortunately, its overall contribution to GDP growth going forward is likely to be relatively small. Nevertheless, recent reports have been encouraging. Buying a home has become 45% cheaper than renting, according to an analysis done by web-based home

listing service Trulia, and buyers are beginning to see the value. Existing home sales rose by 7.8% in August, the biggest jump in a year, to a 4.8 million unit annualized pace, the highest since May 2010. The median sales price for an existing home rose 9.5% year-over-year to \$187,400. It was the biggest annual price increase since January 2006. New home sales in July reached an annualized pace of 374k, the highest in two years. Sales in August were up 28% year-over-year. According to the National Association of Realtors, 2012 overall home sales are now on track to reach a five-year high. With the increase in buyer demand, and scarce inventory, prices on new homes soared. In fact, the median price for a new home jumped over 11% in August to \$256,900, the largest single month increase in history and 17% above the same period a year ago. Freddie Mac's 30-yr fixed rate mortgage index matched a record low of 3.40% at the end of September, and the Mortgage Bankers Association applications index quickly responded by surging to a three-year high.

CONSUMER SPENDING

Apparently, American consumers are beginning to feel better, although it isn't really clear why. The September University of Michigan confidence index jumped from 74.3 to 79.2, the second highest survey reading since before the recession began. And, the Conference Board's consumer confidence index unexpectedly jumped 9 points in September to 70.3, the highest level in seven months. The present situation index increased by 3.7 points to 50.2, the highest since April, while the future expectations index surged by a whopping 12.6 points to 83.7. Interestingly, the present situation index was bolstered by improvement in perceived employment conditions. Second quarter retail sales were all negative, but the third quarter has been quite a bit better. The retail sales report showed an increase of 0.9% in August, topping the revised 0.6% July increase. Unfortunately, the majority of the August increase resulted from higher gasoline station sales, which reflected the jump in gas prices. September vehicle sales exceeded forecasts rising to a 14.9 million unit annualized pace, the highest level since March 2008, just four months after the recession officially began. Auto industry experts speculate that low cost financing has provided a boost. Bankrate.com reported the average rate on a 48-month new car loan was 3.19% in September, down from 4.39% a year earlier.

INFLATION

Inflation hasn't been a concern when the measuring stick is the consumer price index (CPI). Although CPI rose 0.6% in August, it was the first increase in six months. On a year-over-year basis, CPI is rising at a benign 1.7% pace, up from 1.4% in July. Eighty-percent of the August increase was energy-related as energy costs jumped by 5.6%, the most in over three years. With a majority of developed nations either in recession or on the edge, it wasn't an increase in global demand for oil that drove crude prices higher, so much as continued geopolitical uncertainty in the Middle East. Nevertheless, the average price for gasoline nationwide had climbed more than \$0.50 per gallon by mid-September before settling down at quarter-end. Food prices also edged higher as America's farmland continued to wither under the oppressive heat. According to the U.S. Department of Agriculture (USDA), about 80% of farm land is in the midst of drought conditions, making the 2012 drought the worst since the 1950s. So far, the impact hasn't shown up in grocery store prices, but it will. Fortunately, the percentage of total food purchase price attributed to agricultural input is less than 15%, so with the exception of raw vegetables, overall food prices aren't expected to skyrocket. When the volatile food and energy prices are stripped out of the index, core CPI rose by just 0.1% in August, and on a year-over-year basis dropped to 1.9%, the lowest level in over a year.

THE FED

Even though the amount of Fed accommodation thus far has been unprecedented, the markets clamored for more. For a majority of economists and traders, it was simply a matter of time before the FOMC announced its latest round of bond purchases. Despite the dubious success of the prior quantitative easing programs, the Federal Open Market Committee announced on September 13, "...that without further policy accommodation, economic growth might not be strong enough to generate sustained improvement in labor market conditions." Fed officials were also concerned about the downside risks associated with the global financial markets. So, to address these concerns, the FOMC committed to purchase an additional \$40 billion per month in agency mortgage-backed securities with no set date for purchases to end. In fact, the official statement went on to say, "If the outlook for the labor market does not improve substantially, the

Committee will continue its purchases of agency mortgage-backed securities, undertake additional asset purchases, and employ its other policy tools as appropriate..." The FOMC also reiterated that it would continue longer-term asset purchases under the existing "Operation Twist" program until the end of the year, while reinvesting all principal payments from its portfolio of agency debt and mortgage-backed securities back into mortgage-backed securities. These combined future purchases will increase longer-term security holdings in the Fed's already massive portfolio by approximately \$85 billion per month through the remainder of the year. And perhaps even more important to investors on the short end of the curve, the FOMC also announced an extension to the likely target date for the first rate increase by another six months until "at least mid-2015."

STOCK MARKET MOVEMENT

The anticipation and ultimate announcement of additional Fed easing seemed to have a positive impact on U.S. equity markets, with the broad market S&P 500 closing the quarter less than 8% away from its pre-recession all-time high. Nine hundred billion dollars flowed into U.S. stock markets during the third quarter despite generally disappointing second quarter corporate profits and the prospect for lower profits later in the year. To some degree, stocks have benefited from a lack of viable investment alternatives, but even now, history makes a compelling argument for equities. In the past 10 years, the S&P 500 has only suffered a single calendar year of negative returns. Granted, it was a huge 37% loss in 2008 ...but still.

	DOW	S&P 500	NASDAQ
9/30/11	10,913	1,131	2,415
6/30/12	12,880	1,362	2,935
9/30/12	13,437	1,441	3,116
% Change for Q3-2012	+ 4.3%	+ 5.8%	+ 6.2%
% Change for 12 Months	+ 23.1%	+ 27.3%	+ 29.0%

INTEREST RATES

		Fed Funds	3 mo T-bill	6 mo T-bill	2 yr T-note	5 yr T-note	10 yr T-note
Last	6/30/12	0.00%	0.08%	0.15%	0.30%	0.72%	1.65%
High		0.00%	0.11%	0.15%	0.30%	0.82%	1.87%
Low		0.00%	0.07%	0.12%	0.20%	0.54%	1.39%
End	9/30/12	0.00%	0.09%	0.13%	0.23%	0.63%	1.63%

PORTFOLIO ACTIVITY SINCE JUNE 30TH

- Two bonds were called away prior to maturity and four bonds matured during the quarter, resulting in total runoff of \$12 million.
- This runoff was partially offset with five new investments totaling \$7mm. Purchases included \$5.5mm in three agency bullets with maturities in Aug-2013, Feb-2014, and Aug-2014. We also bought \$2mm of an agency callable maturing in Dec-2014 and callable quarterly from Mar-2013. Finally, we made a \$1mm investment in FCAR commercial paper with a May-2013 maturity. The weighted average yield on these purchases was 0.34%, more than double the quarter's average LGIP rate of 0.14%.
- During September, the Town received approximately \$35mm in proceeds from the recent issuance of bonds. These funds are currently held in TexSTAR, pending the completion of a cash flow forecast which will guide investment decisions.

SUMMARY / OUTLOOK

It seems like forever, but it was just 1999 when the Congressional Budget Office (CBO) projected that the U.S. national debt would turn to a \$5.6 billion surplus by 2010. With that thought in mind, it only made sense for Congress to vote the American taxpayer a refund and in 2001 and 2003 significant tax reductions were put in place. Since the CBO warned these cuts would turn the projected surpluses into significant deficits, the reductions were scheduled to sunset at the end of 2010. But when 2010 rolled around the economy was still struggling mightily, so the cuts were extended for another two years. In fact, the economy was doing so poorly, that an additional payroll tax cut was granted and subsequently extended. Now, unless a sharply divided Congress decides to kick the can further down the road, as much as \$600 billion of expiring income tax cuts and capital gains reductions, tax credits and special exemptions, long-term unemployment benefits, a few new taxes and across-the-board spending cuts will all take effect in mass at the beginning of 2013. The nonpartisan Tax Policy Center concluded that Federal taxes would increase by \$536 billion or \$3,500 per household next year alone. The impact could chop as much as 4%-5% from GDP. Since GDP is estimated to end the year somewhere in the vicinity of 2%, the threat of recession looms. The November elections are expected to shape how and when the "fiscal cliff" issue is resolved.

On the monetary side, the Fed is doing all it can. The tried and true fed funds rate cut method has been completely ineffective. Short-term rates have hovered near zero since December 2008, but a collective deleveraging strategy by both households and businesses, combined with tighter credit standards have largely nullified any positive effect from lower borrowing costs. No one wants to borrow. But, the Fed has nevertheless pushed out the "extended period" during which it expects to hold the overnight funds rate at exceptionally low levels "until at least mid-2015." Fed officials have also launched another round of quantitative easing, but this one doesn't actually have an ending date. Although pundits and politicians have weighed in on the best solution, be it purely fiscal or monetary, or a combination, uncertainty rules the day. We've never been here before.

There is actually a lot less certainty on the interest rate front. With the Fed creating money to fund its asset purchases, which have now swelled to over \$2.8 trillion, common sense suggests that market interest rates are poised to rise, but the more likely scenario may be for yields to creep lower still. Money market funds and public funds investment pools could see balances soar at year-end when the Dodd-Frank Deposit Insurance Provision expires. This provision, which provides a full-faith-and-credit government guarantee on non-interest bearing bank deposits, was originally put in place in 2008, after the failure of Lehman Brothers. Since this "non-interest bearing rate" doesn't preclude fee credits for compensating balances, and with money market funds yielding next to nothing, many depositors have elected to take advantage of the risk free government guarantee. These accounts have attracted deposits estimated at \$1.6 trillion, much of which may be looking for a new home in the short fixed income market. Bank of America/Merrill Lynch thought the massive inflows could push Treasury-bill yields back into negative territory. But, as Federated Investor's CIO Deborah Cunningham told the Wall Street Journal, "From a fund-management perspective, there are very few options... so there's no real preparation." That just about says it all. And finally, Bill Gross of PIMCO recently wrote "I don't believe in the imminent demise of the U.S. economy and its financial markets. But," he adds, "I'm afraid for them." Buckle up. The ride may get a little bumpy.

PROJECTED STRATEGY FOR THE FOURTH QUARTER 2012:

Our investment strategy remains unchanged: reduce low yielding cash balances in favor of higher yielding commercial paper and bank CD's and supplement those positions with callable agency securities having final maturities out 24 to 36 months. We will also consider high quality municipal bonds from Texas issuers, although it has been difficult to find municipal issues that meet the policy's two-year final maturity limitation. Finally, we will need to focus on investing the recently received bond proceeds, which are currently held in the TexSTAR LGIP.

FirstSouthwest

A PlainsCapital Company



Investment Portfolio Summary

Town of Addison

Addison!

For the Quarter Ended

September 30, 2012

Prepared by
FirstSouthwest Asset Management

Report Name

Certification Page
Executive Summary
Benchmark Comparison
Detail of Security Holdings
Change in Value
Earned Income
Investment Transactions
Amortization and Accretion
Projected Fixed Income Cash Flows

MARKET RECAP:

The final revision to Q2 GDP further reduced an already poor 1.7% showing to a meager 1.3% annualized growth rate. That pretty much sums up the situation we are mired in. The economy is growing, but at such a slow pace the improvement is barely noticeable and the paltry pace of expansion leaves very little cushion to absorb any shocks, such as a further meltdown in Europe or the fiscal cliff we face in the U.S. The August payroll report kicked the month off on a sour note as payrolls expanded by a mere 96k and revisions to prior months subtracted 41k from already weak results. Optimists will point to a drop in the unemployment rate to 8.1%, but that was the result of a large 368k decline in the labor force. The labor force participation rate fell to 63.5%, the lowest since May 1979. Data for the rest of the month was generally weak. A decent 0.9% gain in retail sales was distorted by higher gasoline prices. Core retail sales, which strip out gas station and vehicle sales, increased a scant 0.1%. The only real improvement has come in the housing sector, as record low mortgage rates are boosting sales and lifting prices.

Once again the data has mostly taken a back seat to other events. Early in the month, the ECB announced a bond buying plan designed to lower borrowing costs for some of Europe's most troubled countries. The plan was cheered by investors and brought at least a temporary calm to financial markets. As the month drew to a close, widespread protests of austerity measures in Greece and Spain have raised doubts about the ultimate success of the ECB's proposals. In the U.S., the Federal Reserve announced another round of large-scale asset purchases, better known as quantitative easing, or QE. In the latest iteration, dubbed QE3, the Fed will make \$40 billion in monthly purchases of agency mortgage-backed securities. This should keep mortgage rates at or near record lows and likely contribute to continued improvement in the housing market. The Fed also extended until "at least mid-2015" the time frame for which it expects to maintain "exceptionally low levels" for the fed funds rate. The Fed went on to say, *"If the outlook for the labor market does not improve substantially, the Committee will continue its purchases of agency mortgage-backed securities, undertake additional asset purchases, and employ its other policy tools as appropriate until such improvement is achieved..."* Essentially, the Fed has thrown down the gauntlet and pledged to do whatever it can in order to get unemployment down. Yields all across the curve are declining in response. It appears we are in for several more years of extremely low investment rates.

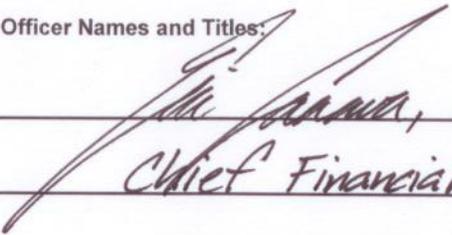


For the Quarter Ended
September 30, 2012

This report is prepared for the **Town of Addison** (the "Entity") in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Entity's investment officers and includes the disclosures required in the PFIA. To the extent possible, market prices have been obtained from independent pricing sources.

The investment portfolio complied with the PFIA and the Entity's approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

Officer Names and Titles:



C.P.A.

Chief Financial Officer

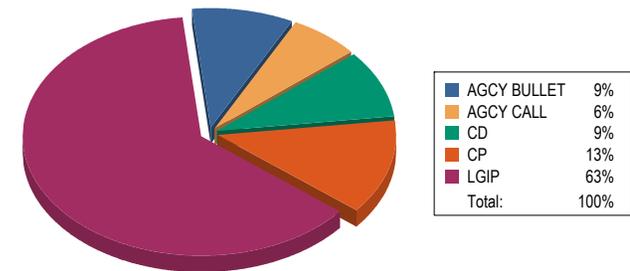
Account Summary

Allocation by Security Type

Beginning Values as of 06/30/12

Ending Values as of 09/30/12

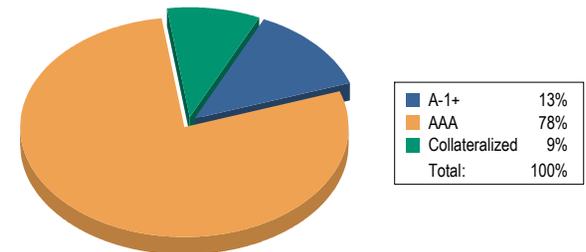
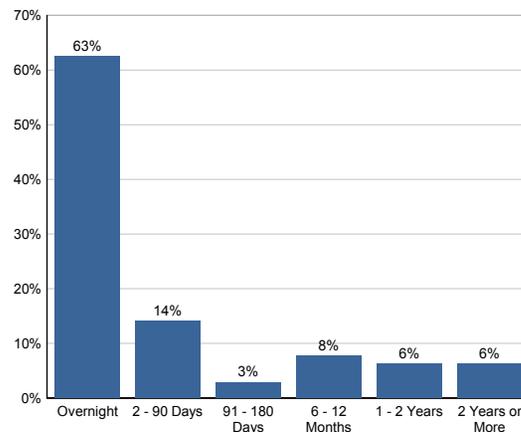
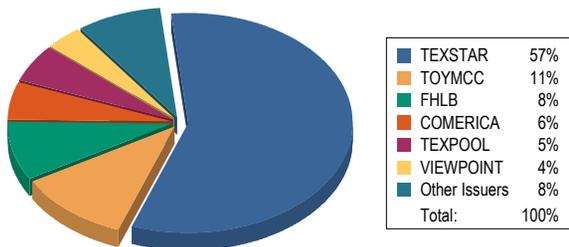
Par Value	37,276,166.83	71,092,950.33
Market Value	37,286,800.83	71,112,528.33
Book Value	37,276,036.79	71,098,604.22
Unrealized Gain / Loss	10,764.04	13,924.11
Market Value %	100.03%	100.03%
Weighted Avg. YTW	0.424%	0.284%
Weighted Avg. YTM	0.447%	0.296%



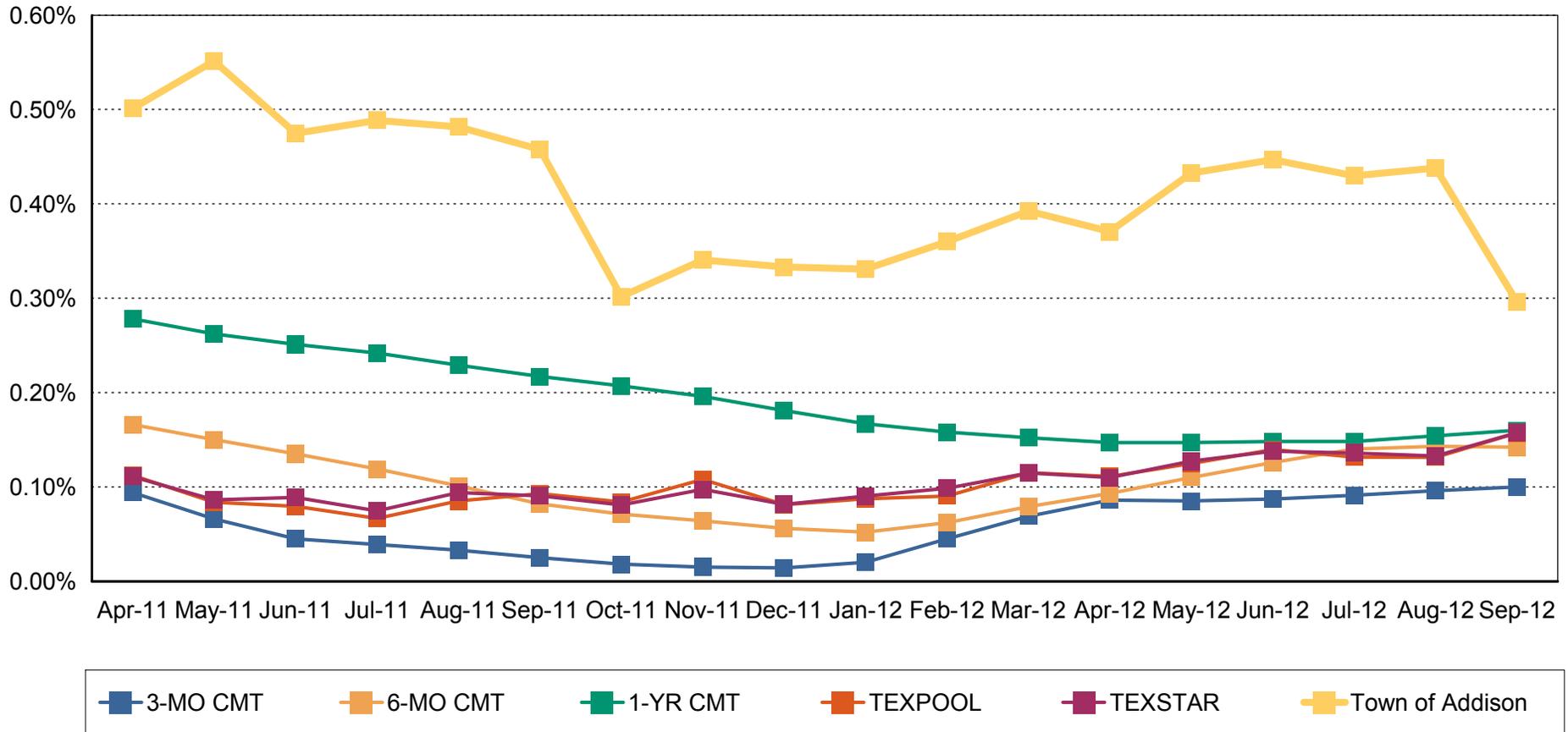
Allocation by Issuer

Maturity Distribution %

Credit Quality



Weighted Average Days to Maturity: 122



Note 1: CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities. The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year and 2-year CMT's are the daily averages for the previous 12-months.

Note 2: Benchmark data for TexPool is the monthly average yield.

Note 3: Benchmark data for TexSTAR is the monthly average yield.



Town of Addison
Detail of Security Holdings
 As of 09/30/2012

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
Pooled Funds																	
TEXPOOL		LGIP	TexPool					3,853,092.60	100.000	3,853,092.60	3,853,092.60	100.000	3,853,092.60	1		0.157	0.157
TEXSTAR		LGIP	TexSTAR					40,665,359.49	100.000	40,665,359.49	40,665,359.49	100.000	40,665,359.49	1		0.157	0.157
89233GKF2	01/20/12	CP - DISC	Toyota Mtr Cr		10/15/12			3,000,000.00	99.507	2,985,205.00	2,999,229.99	99.995	2,999,838.00	15		0.663	0.663
89233GM37	03/09/12	CP - DISC	Toyota Mtr Cr		12/03/12			4,000,000.00	99.567	3,982,664.44	3,995,940.00	99.972	3,998,864.00	64		0.583	0.583
CD-6693	09/08/11	CD	Comerica Bk CD	0.570	12/10/12			2,011,439.69	100.000	2,011,439.69	2,011,439.69	100.000	2,011,439.69	71		0.571	0.571
89233GMM5	03/27/12	CP - DISC	Toyota Mtr Cr		12/21/12			1,000,000.00	99.604	996,039.72	998,807.50	99.964	999,636.00	82		0.532	0.532
CD-8993-2	01/19/12	CD	Comerica Bk CD	0.560	01/21/13			2,048,320.66	100.000	2,048,320.66	2,048,320.66	100.000	2,048,320.66	113		0.561	0.561
CD-2270	10/07/11	CD	ViewPoint Bk CD	0.599	04/08/13			2,514,737.89	100.000	2,514,737.89	2,514,737.89	100.000	2,514,737.89	190		0.599	0.599
3024A0SA4	08/15/12	CP - DISC	FCAR Owner Trust		05/10/13			1,000,000.00	99.576	995,756.67	996,500.83	99.704	997,040.00	222		0.572	0.572
313376WB7	08/20/12	AGCY BULET	FHLB	0.280	08/13/13			2,000,000.00	100.046	2,000,920.00	2,000,813.22	100.070	2,001,400.00	317		0.233	0.233
3134G3BF6	03/27/12	AGCY BULET	FHLMC	0.625	12/23/13			1,000,000.00	100.356	1,003,560.00	1,002,516.61	100.450	1,004,500.00	449		0.419	0.419
313379LM9	07/24/12	AGCY BULET	FHLB	0.350	02/25/14			2,000,000.00	100.127	2,002,540.00	2,002,242.38	100.150	2,003,000.00	513		0.270	0.270
3134G3YW4	08/28/12	AGCY BULET	FHLMC	0.375	08/28/14			1,500,000.00	100.092	1,501,374.00	1,501,311.18	100.190	1,502,850.00	697		0.329	0.329
313380JV0	09/12/12	AGCY CALL	FHLB	0.400	12/04/14	03/04/13	QRTLY	2,000,000.00	100.000	2,000,000.00	2,000,000.00	100.060	2,001,200.00	795	155	0.400	0.400
3135G0LB7	05/30/12	AGCY CALL	FNMA	1.000	05/29/15	05/29/13	QRTLY	2,500,000.00	100.500	2,512,500.00	2,508,292.18	100.450	2,511,250.00	971	241	0.831	0.497
Total for Pooled Funds								71,092,950.33	99.973	71,073,510.16	71,098,604.22	100.028	71,112,528.33	122		0.296	0.284
Total for Town of Addison								71,092,950.33	99.973	71,073,510.16	71,098,604.22	100.028	71,112,528.33	122		0.296	0.284



Town of Addison
Change in Value
 From 06/30/2012 to 09/30/2012

CUSIP	Security Type	Security Description	06/30/12 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	09/30/12 Book Value	06/30/12 Market Value	09/30/12 Market Value	Change in Mkt Value
Pooled Funds											
TEXPOOL	LGIP	TexPool	3,451,685.84	1,000,901.75	(599,494.99)	0.00	0.00	3,853,092.60	3,451,685.84	3,853,092.60	401,406.76
TEXSTAR	LGIP	TexSTAR	3,759,525.19	37,355,322.75	(449,488.45)	0.00	0.00	40,665,359.49	3,759,525.19	40,665,359.49	36,905,834.30
36959HGJ0	CP - DISC	GE Capital Corp 0.000 07/18/12	1,999,678.88	0.00	(2,000,000.00)	321.12	0.00	0.00	1,999,880.00	0.00	(1,999,880.00)
31398AYM8	AGCY BULET	FNMA 1.750 08/10/12	3,004,783.41	0.00	(3,000,000.00)	(4,783.41)	0.00	0.00	3,005,100.00	0.00	(3,005,100.00)
3024A0HE8	CP - DISC	FCAR Owner Trust 0.000 08/14/12	999,266.67	0.00	(1,000,000.00)	733.33	0.00	0.00	999,788.00	0.00	(999,788.00)
3133XYWB7	AGCY BULET	FHLB 0.875 08/22/12	1,000,766.63	0.00	(1,000,000.00)	(766.63)	0.00	0.00	1,001,000.00	0.00	(1,001,000.00)
89233GKF2	CP - DISC	Toyota Mtr Cr 0.000 10/15/12	2,994,170.01	0.00	0.00	5,059.98	0.00	2,999,229.99	2,997,861.00	2,999,838.00	1,977.00
89233GM37	CP - DISC	Toyota Mtr Cr 0.000 12/03/12	3,990,011.12	0.00	0.00	5,928.88	0.00	3,995,940.00	3,994,452.00	3,998,864.00	4,412.00
CD-6693	CD	Comerica Bk CD 0.570 12/10/12	2,008,560.47	2,879.22	0.00	0.00	0.00	2,011,439.69	2,008,560.47	2,011,439.69	2,879.22
89233GMM5	CP - DISC	Toyota Mtr Cr 0.000 12/21/12	997,453.06	0.00	0.00	1,354.44	0.00	998,807.50	998,453.00	999,636.00	1,183.00
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	2,045,440.04	2,880.62	0.00	0.00	0.00	2,048,320.66	2,045,440.04	2,048,320.66	2,880.62
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	2,510,955.29	3,782.60	0.00	0.00	0.00	2,514,737.89	2,510,955.29	2,514,737.89	3,782.60
3024A0SA4	CP - DISC	FCAR Owner Trust 0.000 05/10/13	0.00	995,756.67	0.00	744.16	0.00	996,500.83	0.00	997,040.00	997,040.00
313376WB7	AGCY BULET	FHLB 0.280 08/13/13	0.00	2,000,920.00	0.00	(106.78)	0.00	2,000,813.22	0.00	2,001,400.00	2,001,400.00
3134G3BF6	AGCY BULET	FHLMC 0.625 12/23/13	1,003,027.73	0.00	0.00	(511.12)	0.00	1,002,516.61	1,003,800.00	1,004,500.00	700.00
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	0.00	2,002,540.00	0.00	(297.62)	0.00	2,002,242.38	0.00	2,003,000.00	2,003,000.00
313378K83	AGCY CALL	FHLB 0.410 03/12/14	2,000,000.00	0.00	(2,000,000.00)	0.00	0.00	0.00	2,000,200.00	0.00	(2,000,200.00)
313379EF2	AGCY CALL	FHLB 0.400 05/22/14	2,999,290.50	0.00	(3,000,000.00)	709.50	0.00	0.00	2,997,600.00	0.00	(2,997,600.00)
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	0.00	1,501,374.00	0.00	(62.82)	0.00	1,501,311.18	0.00	1,502,850.00	1,502,850.00
313380JV0	AGCY CALL	FHLB 0.400 12/04/14	0.00	2,000,000.00	0.00	0.00	0.00	2,000,000.00	0.00	2,001,200.00	2,001,200.00
3135G0LB7	AGCY CALL	FNMA 1.000 05/29/15	2,511,421.95	0.00	0.00	(3,129.77)	0.00	2,508,292.18	2,512,500.00	2,511,250.00	(1,250.00)
Total for Pooled Funds			37,276,036.79	46,866,357.61	(13,048,983.44)	5,193.26	0.00	71,098,604.22	37,286,800.83	71,112,528.33	33,825,727.50
Total for Town of Addison			37,276,036.79	46,866,357.61	(13,048,983.44)	5,193.26	0.00	71,098,604.22	37,286,800.83	71,112,528.33	33,825,727.50



Town of Addison
Earned Income
 From 06/30/2012 to 09/30/2012

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
Pooled Funds									
TEXPOOL	LGIP	TexPool	0.00	1,406.76	1,406.76	0.00	0.00	0.00	1,406.76
TEXSTAR	LGIP	TexSTAR	0.00	3,501.12	3,501.12	0.00	0.00	0.00	3,501.12
36959HGJ0	CP - DISC	GE Capital Corp 0.000 07/18/12	0.00	0.00	0.00	0.00	0.00	321.12	321.12
31398AYM8	AGCY BULET	FNMA 1.750 08/10/12	20,562.50	5,687.50	26,250.00	0.00	0.00	(4,783.41)	904.09
3024A0HE8	CP - DISC	FCAR Owner Trust 0.000 08/14/12	0.00	0.00	0.00	0.00	0.00	733.33	733.33
3133XYWB7	AGCY BULET	FHLB 0.875 08/22/12	3,135.42	1,239.58	4,375.00	0.00	0.00	(766.63)	472.95
89233GKF2	CP - DISC	Toyota Mtr Cr 0.000 10/15/12	0.00	0.00	0.00	0.00	0.00	5,059.98	5,059.98
89233GM37	CP - DISC	Toyota Mtr Cr 0.000 12/03/12	0.00	0.00	0.00	0.00	0.00	5,928.88	5,928.88
CD-6693	CD	Comerica Bk CD 0.570 12/10/12	656.90	2,880.16	2,879.22	0.00	657.84	0.00	2,880.16
89233GMM5	CP - DISC	Toyota Mtr Cr 0.000 12/21/12	0.00	0.00	0.00	0.00	0.00	1,354.44	1,354.44
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	312.96	2,881.06	2,880.62	0.00	313.40	0.00	2,881.06
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	41.09	3,782.67	3,782.60	0.00	41.16	0.00	3,782.67
3024A0SA4	CP - DISC	FCAR Owner Trust 0.000 05/10/13	0.00	0.00	0.00	0.00	0.00	744.16	744.16
313376WB7	AGCY BULET	FHLB 0.280 08/13/13	0.00	637.78	0.00	(108.89)	746.67	(106.78)	531.00
3134G3BF6	AGCY BULET	FHLMC 0.625 12/23/13	138.89	1,562.50	0.00	0.00	1,701.39	(511.12)	1,051.38
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	0.00	1,302.78	1,750.00	(1,147.22)	700.00	(297.62)	1,005.16
313378K83	AGCY CALL	FHLB 0.410 03/12/14	2,482.78	1,617.22	4,100.00	0.00	0.00	0.00	1,617.22
313379EF2	AGCY CALL	FHLB 0.400 05/22/14	1,300.00	700.00	2,000.00	0.00	0.00	709.50	1,409.50
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	0.00	515.63	0.00	0.00	515.63	(62.82)	452.81
313380JV0	AGCY CALL	FHLB 0.400 12/04/14	0.00	422.22	0.00	(177.78)	600.00	0.00	422.22
3135G0LB7	AGCY CALL	FNMA 1.000 05/29/15	2,222.22	6,250.00	0.00	0.00	8,472.22	(3,129.77)	3,120.23
Total for Pooled Funds			30,852.76	34,386.98	52,925.32	(1,433.89)	13,748.31	5,193.26	39,580.24
Total for Town of Addison			30,852.76	34,386.98	52,925.32	(1,433.89)	13,748.31	5,193.26	39,580.24



Town of Addison
Investment Transactions
 From 07/01/2012 to 09/30/2012

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
Pooled Funds															
Calls															
07/22/12	07/22/12	313379EF2	AGCY CALL	FHLB	0.400	05/22/14	07/22/12	3,000,000.00	100.000	3,000,000.00	2,000.00	3,002,000.00		0.413	0.400
09/12/12	09/12/12	313378K83	AGCY CALL	FHLB	0.410	03/12/14	09/12/12	2,000,000.00	100.000	2,000,000.00	0.00	2,000,000.00		0.410	0.410
Total for: Calls								5,000,000.00		5,000,000.00	2,000.00	5,002,000.00		0.412	0.404
Maturities															
07/18/12	07/18/12	36959HGJ0	CP - DISC	GE Capital Corp		07/18/12		2,000,000.00	100.000	2,000,000.00	0.00	2,000,000.00		0.341	
08/10/12	08/10/12	31398AYM8	AGCY BULET	FNMA	1.750	08/10/12		3,000,000.00	100.000	3,000,000.00	0.00	3,000,000.00		0.276	
08/14/12	08/14/12	3024A0HE8	CP - DISC	FCAR Owner Trust		08/14/12		1,000,000.00	100.000	1,000,000.00	0.00	1,000,000.00		0.603	
08/22/12	08/22/12	3133XYWB7	AGCY BULET	FHLB	0.875	08/22/12		1,000,000.00	100.000	1,000,000.00	0.00	1,000,000.00		0.333	
Total for: Maturities								7,000,000.00		7,000,000.00	0.00	7,000,000.00		0.349	
Purchases															
07/23/12	07/24/12	313379LM9	AGCY BULET	FHLB	0.350	02/25/14		2,000,000.00	100.127	2,002,540.00	1,147.22	2,003,687.22		0.270	0.270
08/15/12	08/15/12	3024A0SA4	CP - DISC	FCAR Owner Trust		05/10/13		1,000,000.00	99.576	995,756.67	0.00	995,756.67		0.572	0.572
08/17/12	08/20/12	313376WB7	AGCY BULET	FHLB	0.280	08/13/13		2,000,000.00	100.046	2,000,920.00	108.89	2,001,028.89		0.233	0.233
08/27/12	08/28/12	3134G3YW4	AGCY BULET	FHLMC	0.375	08/28/14		1,500,000.00	100.092	1,501,374.00	0.00	1,501,374.00		0.329	0.329
09/06/12	09/12/12	313380JV0	AGCY CALL	FHLB	0.400	12/04/14	03/04/13	2,000,000.00	100.000	2,000,000.00	177.78	2,000,177.78		0.400	0.400
Total for: Purchases								8,500,000.00		8,500,590.67	1,433.89	8,502,024.56		0.338	0.338
Income Payments															
07/08/12	07/10/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12				0.00	938.43	938.43			
07/19/12	07/21/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13				0.00	938.89	938.89			
07/31/12	07/31/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13				0.00	1,273.93	1,273.93			
08/08/12	08/10/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12				0.00	970.16	970.16			
08/10/12	08/10/12	31398AYM8	AGCY BULET	FNMA	1.750	08/10/12				0.00	26,250.00	26,250.00			
08/19/12	08/21/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13				0.00	970.64	970.64			
08/22/12	08/22/12	3133XYWB7	AGCY BULET	FHLB	0.875	08/22/12				0.00	4,375.00	4,375.00			
08/27/12	08/25/12	313379LM9	AGCY BULET	FHLB	0.350	02/25/14				0.00	1,750.00	1,750.00			
08/31/12	08/31/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13				0.00	1,274.58	1,274.58			



Town of Addison
Investment Transactions
 From 07/01/2012 to 09/30/2012

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
Pooled Funds															
Income Payments															
09/08/12	09/10/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12				0.00	970.63	970.63			
09/12/12	09/12/12	313378K83	AGCY CALL	FHLB	0.410	03/12/14				0.00	4,100.00	4,100.00			
09/19/12	09/21/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13				0.00	971.09	971.09			
09/30/12	09/30/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13				0.00	1,234.09	1,234.09			
Total for: Income Payments										0.00	46,017.44	46,017.44			
Capitalized Interest															
07/08/12	07/08/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12		938.43	100.000	938.43	0.00	938.43			
07/19/12	07/19/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13		938.89	100.000	938.89	0.00	938.89			
07/31/12	07/31/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13		1,273.93	100.000	1,273.93	0.00	1,273.93			
08/08/12	08/08/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12		970.16	100.000	970.16	0.00	970.16			
08/19/12	08/19/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13		970.64	100.000	970.64	0.00	970.64			
08/31/12	08/31/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13		1,274.58	100.000	1,274.58	0.00	1,274.58			
09/08/12	09/08/12	CD-6693	CD	Comerica Bk CD	0.570	12/10/12		970.63	100.000	970.63	0.00	970.63			
09/21/12	09/21/12	CD-8993-2	CD	Comerica Bk CD	0.560	01/21/13		971.09	100.000	971.09	0.00	971.09			
09/30/12	09/30/12	CD-2270	CD	ViewPoint Bk CD	0.599	04/08/13		1,234.09	100.000	1,234.09	0.00	1,234.09			
Total for: Capitalized Interest								9,542.44	9,542.44	0.00	9,542.44				



Town of Addison
Investment Transactions
 From 07/01/2012 to 09/30/2012

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
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Total for All Portfolios

Transaction Type	Quantity	Total Amount	Realized G/L	YTM	YTW
Total Calls	5,000,000.00	5,002,000.00		0.412	0.404
Total Maturities	7,000,000.00	7,000,000.00		0.349	
Total Purchases	8,500,000.00	8,502,024.56		0.338	0.338
Total Income Payments	0.00	46,017.44			
Total Capitalized Interest	9,542.44	9,542.44			



Town of Addison
Amortization and Accretion
 From 06/30/2012 to 09/30/2012

CUSIP	Settle Date	Security Type	Security Description	Next Call Date	Purchase Qty	Orig Price	Original Cost	Amrt/Accr for Period	Total Amrt/Accr Since Purch	Remaining Disc / Prem	Book Value
Pooled Funds											
36959HGJ0	01/20/12	CP - DISC	GE Capital Corp 0.000 07/18/12		0.00	99.830	0.00	321.12	0.00	0.00	0.00
31398AYM8	06/27/11	AGCY BULET	FNMA 1.750 08/10/12		0.00	101.646	0.00	(4,783.41)	0.00	0.00	0.00
3024A0HE8	11/18/11	CP - DISC	FCAR Owner Trust 0.000 08/14/12		0.00	99.550	0.00	733.33	0.00	0.00	0.00
3133XYWB7	05/19/11	AGCY BULET	FHLB 0.875 08/22/12		0.00	100.680	0.00	(766.63)	0.00	0.00	0.00
89233GKF2	01/20/12	CP - DISC	Toyota Mtr Cr 0.000 10/15/12		3,000,000.00	99.507	2,985,205.00	5,059.98	14,024.99	770.01	2,999,229.99
89233GM37	03/09/12	CP - DISC	Toyota Mtr Cr 0.000 12/03/12		4,000,000.00	99.567	3,982,664.44	5,928.88	13,275.56	4,060.00	3,995,940.00
CD-6693	09/08/11	CD	Comerica Bk CD 0.570 12/10/12		2,011,439.69	100.000	2,011,439.69	0.00	0.00	0.00	2,011,439.69
89233GMM5	03/27/12	CP - DISC	Toyota Mtr Cr 0.000 12/21/12		1,000,000.00	99.604	996,039.72	1,354.44	2,767.78	1,192.50	998,807.50
CD-8993-2	01/19/12	CD	Comerica Bk CD 0.560 01/21/13		2,048,320.66	100.000	2,048,320.66	0.00	0.00	0.00	2,048,320.66
CD-2270	10/07/11	CD	ViewPoint Bk CD 0.599 04/08/13		2,514,737.89	100.000	2,514,737.89	0.00	0.00	0.00	2,514,737.89
3024A0SA4	08/15/12	CP - DISC	FCAR Owner Trust 0.000 05/10/13		1,000,000.00	99.576	995,756.67	744.16	744.16	3,499.17	996,500.83
313376WB7	08/20/12	AGCY BULET	FHLB 0.280 08/13/13		2,000,000.00	100.046	2,000,920.00	(106.78)	(106.78)	(813.22)	2,000,813.22
3134G3BF6	03/27/12	AGCY BULET	FHLMC 0.625 12/23/13		1,000,000.00	100.356	1,003,560.00	(511.12)	(1,043.39)	(2,516.61)	1,002,516.61
313379LM9	07/24/12	AGCY BULET	FHLB 0.350 02/25/14		2,000,000.00	100.127	2,002,540.00	(297.62)	(297.62)	(2,242.38)	2,002,242.38
313378K83	03/12/12	AGCY CALL	FHLB 0.410 03/12/14		0.00	100.000	0.00	0.00	0.00	0.00	0.00
313379EF2	05/22/12	AGCY CALL	FHLB 0.400 05/22/14		0.00	99.975	0.00	709.50	0.00	0.00	0.00
3134G3YW4	08/28/12	AGCY BULET	FHLMC 0.375 08/28/14		1,500,000.00	100.092	1,501,374.00	(62.82)	(62.82)	(1,311.18)	1,501,311.18
313380JV0	09/12/12	AGCY CALL	FHLB 0.400 12/04/14	03/04/13	2,000,000.00	100.000	2,000,000.00	0.00	0.00	0.00	2,000,000.00
3135G0LB7	05/30/12	AGCY CALL	FNMA 1.000 05/29/15	05/29/13	2,500,000.00	100.500	2,512,500.00	(3,129.77)	(4,207.82)	(8,292.18)	2,508,292.18
Total for Pooled Funds					26,574,498.24		26,555,058.07	5,193.26	25,094.06	(5,653.89)	26,580,152.13
Total for Town of Addison					26,574,498.24		26,555,058.07	5,193.26	25,094.06	(5,653.89)	26,580,152.13



Town of Addison
Projected Cash Flows
Cash Flows for next 180 days from 09/30/2012

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
Pooled Funds						
CD-6693	CD	Comerica Bk CD 0.570 12/10/12	10/10/12	942.34	0.00	942.34
89233GKF2	CP - DISC	Toyota Mtr Cr 0.000 10/15/12	10/15/12	0.00	3,000,000.00	3,000,000.00
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	10/21/12	942.78	0.00	942.78
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	10/31/12	1,279.34	0.00	1,279.34
CD-6693	CD	Comerica Bk CD 0.570 12/10/12	11/10/12	973.75	0.00	973.75
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	11/21/12	974.21	0.00	974.21
3135G0LB7	AGCY CALL	FNMA 1.000 05/29/15	11/29/12	12,500.00	0.00	12,500.00
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	11/30/12	1,238.07	0.00	1,238.07
89233GM37	CP - DISC	Toyota Mtr Cr 0.000 12/03/12	12/03/12	0.00	4,000,000.00	4,000,000.00
313380JV0	AGCY CALL	FHLB 0.400 12/04/14	12/04/12	2,000.00	0.00	2,000.00
CD-6693	CD	Comerica Bk CD 0.570 12/10/12	12/10/12	942.34	2,011,439.69	2,012,382.03
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	12/21/12	942.78	0.00	942.78
89233GMM5	CP - DISC	Toyota Mtr Cr 0.000 12/21/12	12/21/12	0.00	1,000,000.00	1,000,000.00
3134G3BF6	AGCY BULET	FHLMC 0.625 12/23/13	12/23/12	3,125.00	0.00	3,125.00
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	12/31/12	1,279.34	0.00	1,279.34
CD-8993-2	CD	Comerica Bk CD 0.560 01/21/13	01/21/13	974.21	2,048,320.66	2,049,294.87
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	01/31/13	1,279.34	0.00	1,279.34
313376WB7	AGCY BULET	FHLB 0.280 08/13/13	02/13/13	2,800.00	0.00	2,800.00
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	02/25/13	3,500.00	0.00	3,500.00
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	02/28/13	2,812.50	0.00	2,812.50
CD-2270	CD	ViewPoint Bk CD 0.599 04/08/13	02/28/13	1,155.53	0.00	1,155.53
Total for Pooled Funds				39,661.53	12,059,760.35	12,099,421.88



Town of Addison
Projected Cash Flows
Cash Flows for next 180 days from 09/30/2012

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
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Total for All Portfolios

	October 2012	3,164.46	3,000,000.00	3,003,164.46
	November 2012	15,686.03	0.00	15,686.03
	December 2012	8,289.46	7,011,439.69	7,019,729.15
	January 2013	2,253.55	2,048,320.66	2,050,574.21
	February 2013	10,268.03	0.00	10,268.03
Total Projected Cash Flows for Town of Addison		39,661.53	12,059,760.35	12,099,421.88

Council Agenda Item: #R10

AGENDA CAPTION:

Discussion and update regarding the Town of Addison P3 process.

FINANCIAL IMPACT:

tbd

BACKGROUND:

tbd

RECOMMENDATION:

COUNCIL GOALS:

Define, measure, evaluate, and improve success for all Town businesses

ATTACHMENTS:

Description:

 [FY2013 P3 Project Updates - First Quarter](#)

Type:

Backup Material



MEMO

To: The Honorable Mayor and Council

From: Charles Goff

Re: P3 Project Updates – First Quarter FY2013

Date: January 3, 2013

Mayor and Council,

Attached please find a copy of the Fiscal Year 2013 (FY13) Strategic Plan as well as an update for each of the nineteen (19) strategies which were identified by Council through their planning process.

Following the approval of the FY13 Strategic Plan and Budget, staff began working on each of the identified strategies. The process began with City Manager Ron Whitehead assigning each initiative or strategy. This was followed by a series of meetings to define the scope of each strategy and to discuss potential tactics. Once responsibility, scope and tactics were assigned, staff began implementing the strategies. Council directed staff to provide an update on the status of these strategies on a quarterly basis and this is the first report staff is presenting.

To track progress on each strategy, staff is using the Project Planning and Performance software system developed over the last year or so. Each strategy has been input into the system, where the City Manager can review the statement of work and the progression of each task associated with every strategy through A3, RASIC, and GANNT charts. This is the first year that this system is being utilized in this manner and there are a few final glitches that staff and the developer are working through before the system is fully operational and ready for use. Because of this, a report form has been developed to update the Council on staff's progress.

It may be helpful to define a few terms used in the report:

- **Background** – The background provides additional perspective that may be required for a strategy and the conditions that existed at the outset that necessitated the strategy.
- **Purpose** – This defines the reason for each strategy or the goal that it is meant to achieve.
- **Measurable Success Indicators** – These are a list of criteria that can be tracked to measure the staff's successful implementation of the strategy.

- **Deliverables** – These are a set of things (recommendations, reports, programs, outcomes, etc.) that will be produced by the completion of each strategy
- **Assumptions** – These are a set of conditions that staff believes to be true when planning the implementation of the strategy.
- **Contingency Plans** – These are alterations or adjustments that staff has identified that may be necessary if certain assumptions or conditions are not met.
- **Critical Success Factors** – These are the elements and or steps that staff has identified as absolutely necessary for the successful implementation of the strategy.

Please review these updates. The staff liaison for each strategy will be available at the Council Meeting on Tuesday, January 8, 2013 to answer any questions that you have. Please feel free to contact me at any time with questions or comments regarding the status of any strategy. If you have a question that may require a more detailed response, it may be easier to contact me prior to the meeting so that staff has an opportunity to prepare a meaningful response in time for the meeting. I can be reached via email at cgoff@addisontx.gov or by phone at 972-450-7027.

Regards,

Charles Goff
Assistant to the City Manager
Town of Addison

Strategy/Initiative Linking

Value Proposition – Best Product (Innovation, Creativity)	
<p>Role of Council – The role of the Council is to develop a long-term vision for the Town, to develop policies necessary to achieve the vision, and to communicate with, and seek buy-in from, stakeholders. This includes:</p> <ul style="list-style-type: none"> • Identifying future trends, challenges, and opportunities • Being a positive and resourceful representative for the town • Communicating with residents, businesses, and regional partners • Being good financial stewards, and • Trusting and supporting the City Manager to implement the operational aspects of the Council’s vision 	
<p>Vision – To be an attractive, thriving community that delivers the “Addison Way” with superior services, enhanced sense of community, and a safe, high-quality experience for residents, businesses, visitors, and all other stakeholders. Addison will lead the way in creativity, innovation and fiscal responsibility within a culture of excellence and kindness</p>	
<p>Values – The Council will at all times seek to enact policies that will promote, and to personally exemplify, the Values of the Town of Addison. The Council values:</p> <ul style="list-style-type: none"> • Integrity • Respectfulness • Fun • Innovation/Creativity • Responsibility • Efficiency • Kindness 	<p>Goals –</p> <ul style="list-style-type: none"> • Increase revenues by at least 10% while holding the tax rate to \$.58 or less and reserves to at least 30% • Create raving fans of the Addison Experience • Practice Mindful Stewardship of Town Resources • Maintain and enhance our unique culture of creativity and innovation
<p>The “Addison Experience” –</p> <ul style="list-style-type: none"> • Addison consistently offers a unique, innovative, high-quality, vibrant, and fun experience • Addison offers a variety of options with a welcoming personal touch in a safe, convenient, and environmentally responsible community 	

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Create a vision for the Airport to Maximize the Value	
Staff Liaison:	
Lea Dunn	
Budget:	\$0
Completion Date:	3/31/2013
Statement of Work:	
Background	The airport is an important asset to the Town and is now 55 years old. In order to remain competitive, it is vital that the Town develop and implement a long term plan.
Purpose	To develop a strategic plan that will establish broad policy goals for the development of Addison Airport for the next 30 years
Measurable Success Indicators	Approval and adoption of the Completed Strategic Plan
Deliverables	There are a number of deliverables since this is a multi-year project. Perhaps the most important is the strategic plan which will provide the road map for the airport's future
Assumptions	Council adopts the proposed plan
Contingency Plans	Modify and resubmit the proposed plan
Critical Success Factors	Adoption of the Strategic plan and implementation of the plan.

Strategic Initiative:

Create a vision for the Airport to Maximize the Value

Key Tasks:

- Determine Team Time Commitment Requirements and Timeline
- Develop the Vision and Goals
- Council Liaisons Agree with the Vision
- Outline Broad Strategies
- Present to Council Liaisons
- Define Trip/ Visit Criteria (what are the goals for the trips)
- Generate a List of Relevant Airports
- Schedule and Conduct Trips
- Revisit and Revise Vision/Goals/Strategies
- Modify Based on Feedback
- Write the Strategic Plan
- Finalize Strategic Plan and Develop Implementation and Communication Plans

Status Update:

Over the past year, staff and the Council liaisons have completed much of the work associated with this strategy. From March of 2012 through June of 2012 staff and the Council liaison travelled and met with key airport, city and elected officials at 8 different GA airports nationwide that were identified as airport's that had both similar and contrasting characteristics and methodologies from that of Addison Airport. These visits and meetings provided the data, identified critical issues, and ultimately the goals and strategies needed in developing the strategic plan. Those airports were: Sugarland, TX., Scottsdale, AZ., Denver Centennial, Ft. Meyers, Fla., Naples, Fla., Morristown, NJ., Teterboro, NJ. and Dallas Executive. The team also conducted a SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats), met, interviewed and surveyed key-stakeholders at Addison Airport that included all Fixed Based Operators (FBO's), Tenants both Recreational and Business as well as meeting with the key administrators at the Federal Aviation Administration (FAA) in Ft. Worth and The Texas Department of Transportation - Aviation Division in Austin. Staff is currently finalizing the strategic plan and developing implementation and communication plans. The final plan should be presented to the City Council in late February or early March.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Define, Measure, Evaluate, and Improve Success for all Town Businesses	
Staff Liaison:	
Charles Goff	
Budget:	\$0
Completion Date:	9/30/2013
Statement of Work:	
Background	As part of council's strategic plan, this strategy is to establish a means by which to better define, evaluate, and improve success for all Town Businesses. In order to do this, the City Manager's Office is leading an effort to determine a set of metrics that would indicate whether or not each department is achieving success. this project will also address the desire by Council and the Manager's Office to better track and report these indicators. Additionally, the theme for the 2012-13 Budget is to know the businesses we are in.
Purpose	The Purpose of this strategy is to ensure that Town staff will know their business and do it well. Through this process, staff will be better able to identify and communicate performance to stakeholders.
Measurable Success Indicators	Instituted system for tracking and reporting performance with measurable indicators
Deliverables	Key Success Indicators for each Department, Goals for Performance, Reporting Mechanism to Track and Communicate Progress
Assumptions	Availability of Department Directors, Technology necessary for tracking and reporting
Contingency Plans	Develop alternant methods for tracking and reporting
Critical Success Factors	Availability of Department Directors, Technology necessary for tracking and reporting

Strategic Initiative:

Define, Measure, Evaluate, and Improve Success for all Town Businesses

Key Tasks

- Define Success for Each Department
- Identify Key Performance Indicators for Each Department
- Determine Benchmarks and Best Practices for Performance Indicators
- Establish a Plan with each Department to Achieve the Goals for Performance Indicators
- Set Goal for Each Performance Indicator
- Implement Procedures and/or Technologies to Capture Data
- Develop Reporting Mechanism(s) to Show Progress
- Utilize P3 System to Improve Project Management and Internal Communication

Status Update

The P3 process and system has been fully adopted as of the beginning of this fiscal year. Staff continues to work with the developer to address a few remaining issues with the system. The City Manager's Office has met with Rick Robinson to discuss best practices in performance measurement. Staff is currently meeting with the individual departments to discuss a definition of success and to identify performance indicators.

Additionally, staff is continuing to pursue changes in the way we achieve results and measure success in the various businesses we are in. Staff is developing more comprehensive reporting systems of key indicators that we will be able to share in subsequent reporting periods.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Raise Property Values (Code Enforcement, Incentives to Improve)	
Staff Liaison:	
Orlando Campos	
Budget:	\$0
Completion Date:	09/31/2013
Statement of Work:	
Background	As part of council's strategic plan, this strategy is to develop innovative programs that will help increase property values in the community and have a positive outcome in the ad valorem values collected.
Purpose	Develop new programs that will help enhance and have a positive effect on the values of properties in the community.
Measurable Success Indicators	Development of Spring Cleaning Program Development of new Yard of the Month Program Implementation of Effective Business Retention & Expansion Program
Deliverables	Town Wide Spring Cleaning Program New Yard of the Month Program Effective BREP Program Landscape Architect Position
Assumptions	That planned time line is not met with other urgent unexpected project. That support will be provided by other departments. That task assignments are completed by designated representatives. That we get a new website launched to assist with promotion of programs.
Contingency Plans	Modify plan to meet changing market conditions. Failure is not an option.
Critical Success Factors	Town Wide Spring Cleaning Program New Yard of the Month Program Effective BREP Program

Strategic Initiative:

Raise Property Values (Code Enforcement, Incentives to Improve)

Key Tasks:

1. Develop Spring Cleaning Program.
2. Develop Yard of the Month Program.
3. Implement Effective Business Retention & Expansion Program (BREP).
4. Complete the Hiring of a Landscape Architect.

Status Update:

In the first quarter of FY 2013, an economic development manager was hired to assist with ED endeavors. The first primary focus was on the 2013 business registration process which was launched at the end of December. The updated list of businesses in the community will serve as the base for identifying businesses that will be prioritized for BREP visits. Registration renewals are currently underway as well as registration of new businesses. Collaboration will begin in January with Parks Department and Development Services to develop Spring Cleaning Program and Yard of the Month Program.

A Landscape Architect was also added and has been hired to oversee the maintenance of planting on private commercial property and Town medians and rights of way.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Attract New Business to Addison	
Staff Liaison:	
Orlando Campos	
Budget:	\$700,000
Completion Date:	09/31/2013
Statement of Work:	
Background	As part of council's strategic plan, this strategy is to attract new businesses to Addison as defined in the 2010 Economic Development Strategic Plan which will be led by the Economic Development Department.
Purpose	To attract and create new businesses in the community, and identify redevelopment opportunities for investment
Measurable Success Indicators	Retail Strategy Increased commercial space absorption International Program Senior Citizen Alternative Housing development strategy Possible charter modifications to address liquor sales area. Economic Development Dashboard Baylor's Accelerated Venture program
Deliverables	Retail Strategy Increased commercial space absorption International Program Senior Citizen Alternative Housing development strategy Possible charter modifications to address liquor sales area. Economic Development Dashboard Baylor's Accelerated Venture program
Assumptions	Economic conditions continue on road to prosperity; Availability and cooperation of other departments critical; Continued funding of Accelerated Ventures program from Angel Groups continue; Budget funding support continues for ED Department; Completion of Comprehensive Land Use Plan; Development of senior housing in immediate surrounding communities does not deter local need.
Contingency Plans	Modify plan to meet changing market conditions. Failure is not an option.
Critical Success Factors	Retail Strategy Increased commercial space absorption International Program Senior Citizen Alternative Housing development strategy Possible charter modifications to address liquor sales area. Economic Development Dashboard Baylor's Accelerated Venture program

Strategic Initiative:

Develop strong, proactive economic development department.

Key Tasks:

1. Create and implement a comprehensive retail strategy.
2. Fill office, commercial, and industrial space.
3. Develop and international program.
4. Possible city charter changes to potentially expand liquor sales areas.
5. Create economic development incentive dashboard.
6. Baylor Incubator.

Status Update:

During the first quarter of FY 2013, an economic development manager was hired for the department to assist with the ED endeavors. Work continues on active promotion of the community for potential business/commercial prospective tenants. The Fiesta Restaurant Group relocated their corporate headquarters to Addison. Work is culminating on the development of new ED ad designs that will be strategically placed in key publications targeting decision-makers and commercial brokers. A Memorandum of Understanding was negotiated and executed with Baylor University's Hankamer School of Business's Accelerated Ventures Program. Three initial companies are already working out of the FED Building. Work is continuing to identify a permanent location for the group in May when the next wave of graduates comes to Addison. Development Services has provided the ED Department with a comprehensive list of retail locations in the Town. The list will serve as a foundation for a retail strategy for the Town. Collaboration was also done with the Finance Department to provide more clarity for the ED Dashboard that is part of the quarterly financial report.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Create and implement a Comprehensive Land Use/Revitalization Plan	
Staff Liaison:	
Carmen Moran	
Budget:	\$200,000
Completion Date:	4/23/2012
Statement of Work:	
Background	Addison is required, by Charter (section 7.03) to have a Master (or Comprehensive) Plan. The Town's current plan was completed in 1991 and needs to be updated. The Plan provides a long-range guide to direct the growth and physical development of the community. Comprehensive Planning is a process by which a community assesses what it has, what it wants, how to achieve what it wants, and finally, how to implement what it wants.
Purpose	The Comprehensive Land Use Plan will: 1. Identify highest and best use of Addison's land, 2. Contain a Strategic Plan for redevelopment of the Airport, 3. Assess the Town's infrastructure, 4. Provide brand consistency by offering guidance for eliminating undesirable land uses.
Measurable Success Indicators	Success indicators would be new developments, or redevelopments, in locations that are deemed to be below the Town's standards for desirable land uses.
Deliverables	The Comprehensive Plan will be formatted as a document, in 8 1/2 x 11" format, with maps. The document and maps will identify areas where the Town is doing well, and areas that need Special Area Studies.
Assumptions	The Council funded \$200,000.00 during 2012-2013 to hire consultants for Special Area Studies. It is assumed that the Council will allow those funds to be spent for that purpose.
Contingency Plans	If funds are not available, the staff will postpone the studies.
Critical Success Factors	Success for development proposals is measured by "flying dirt." It is hoped that our planning efforts yield new developments or redevelopments and remodels of older product.

Strategic Initiative:

Create and Implement a Comprehensive Land Use/Revitalization Plan

Key Tasks:

- Inventory all land used within the Town with respect to its current use
- Assess viability and market position of Town's current land uses
- Evaluate the Town's public facilities such as schools, medical facilities, arts facilities, etc.
- Assess the Town's livability for its citizens through an analysis of parks and recreation facilities

- Evaluate each parcel in Town and measure its success through the methodology developed by the P&Z
- Determine parcels or areas of Town that do not meet the P&Z's standards for success
- Recommend parcels or areas to the City Council for Special Area Studies

Status Update:

The Planning and Zoning Commission has been working on the Comprehensive Plan since April of 2012. At this point, it has evaluated all land uses within the Town except Office and Commercial uses. It should complete evaluation of those uses in February. In March it will evaluate parcels based on the Methodology the P&Z has developed to measure "attributes of success." Following that evaluation, the P&Z will complete its work on the Comprehensive Plan and forward it to the Council for its review. It is hoped that once the Council has accepted the plan, work can begin on more detailed studies for areas in need of redevelopment. Funding has been allocated for those detailed studies. The P&Z also wants to fold the Airport Strategic Plan into the document, and it is awaiting a presentation on that document from the Airport Strategic Plan committee. The Town's Thoroughfare Plan is another part of the Comprehensive Plan that the P&Z has not tackled. The Thoroughfare Plan is in need of updating, and the P&Z would like to assist Public Works with that process during the coming year. However, that process involves the work of consulting civil engineers, and the staff is not sure that funding will be available.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Brand Protection and Enhancement	
Staff Liaison:	
Chris Terry	
Budget:	\$85,000
Completion Date:	9/30/2013
Statement of Work:	
Background	The organization currently has no comprehensive approach to all of our operations that articulates standards that protect and enhance the culture and brand of the organization. Disparate policies and practices exist in some Town departments and not in others. We need to undertake a process to inventory and develop brand standards for each department and the organization as a whole.
Purpose	This year, a branding study will be commissioned to help us identify all aspects of our operations where brand standards need to be adopted and compiled for reference and implementation. The purpose will be to better represent our brand message to all constituents both internal and external to the organization.
Measurable Success Indicators	<ol style="list-style-type: none"> 1) Completed Comprehensive Marketing Plan 2) Completed Branding Study 3) Execute events that celebrate diversity. 4) Recruiting and retaining minority-owned businesses in the mix of our economic development portfolio 5) Demonstrating the organizations success at recruiting and hiring diverse ethnicities 6) Continue educating new employees, residents, and the public on The Addison Way
Deliverables	<ol style="list-style-type: none"> 1) Comprehensive Marketing Plan 2) Brand Standards Guide 3) Addison-branded merchandise plan for The Store at Visit Addison 4) Revamped Worldfest - Spotlight China 5) Develop specific economic development programs to attract more minority-owned and international business to Addison
Assumptions	<ol style="list-style-type: none"> 1) Vendor (Vivanti Group) will meet our prescribed deadlines for the branding study 2) Staff successfully manages the workflow for the Comprehensive Marketing and Communication Plan 3) City Council approves any contracts and amended budgets needed to implement or complete a key task

Strategic Initiative:

Brand Protection and Enhancement

Statement of Work:

Contingency Plans

- 1) Develop a list of other vendors who can complete this work if Vivanti is not selected or defaults in the engagement agreement.
- 2) Will continue to explore activities and programs that promote diversity.
- 3) Continue to work on developing and selling demand-driven Addison-branded merchandise to The Store at Visit Addison.

Critical Success Factors

- 1) Establishing a consistent look for all Town of Addison, messaging, logos, creative design work, etc.
- 2) Capturing and articulating The Addison Way culture
- 3) Procuring and selling a proven product line at the Store in Visit Addison
- 4) Active collaboration and services rendered with authorities like WAC, Mexican consulate, and international economic development authorities

Key Tasks:

- 1) Implement and revise a comprehensive Marketing and Communication Plan
- 2) Implement a branding study
- 3) Develop a product line of Addison-branded merchandise for sale
- 4) Embrace and promote diversity
- 5) Preserve and transferring The Addison Way culture
- 6) Institutionalize the high standards for Special Events (Guest and Staff Experience, Quality)

Status Update:

- 1) Communicated with departments identifying current and future marketing needs and processes
- 2) Branding Study contract awarded to Vivanti and work began in November 2012
- 3) Draft of business model in place for Visit Addison Store. Met with Craft Guild for co-creation of Addison product line sold at Visit Addison. Consulted with Isaac Rousso regarding product line creative and ideas
- 4) Met with World Affairs Council and Chinese delegation regarding Worldfest. Worked with Metrocrest Chamber of Commerce on a service deliverable reaching out to minority and ethnic regional chambers of commerce. Conducted preliminary meetings with Mexican Consulate.
- 5) Delivered ongoing Addison Way education (since 2008) through Employee Orientation Program in Dec. 2012 and the 2012 Citizens Academy

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Continue to attract, hire, develop and retain great employees	
Staff Liaison:	
Passion Hayes	
Budget:	\$0
Completion Date:	9/31/2013
Statement of Work:	
Background	As part of the council's strategic plan, this strategy is to continue to attract, hire, develop and retain great employees. In order to continue to accomplish this goal, the Council and the City Manager's Office have identified several potential tactics.
Purpose	The purpose of this strategy is to ensure that the Town is able to continue its culture of the Addison Way by attracting, hiring, developing and retaining great employees.
Measurable Success Indicators	Implementation of several programs identified as tactics below.
Deliverables	Deliverables include expanded Addison Way Training program, Addison 101 Training, Mentorship Program, Recognition Program memorialized, Empowerment/Suggestion Program, finalized Compensation Policy, an Insurance and Benefit Analysis Committee, and a Shared Services and Privatization Support
Assumptions	Availability of Department Directors and designated employees to assist with process.
Contingency Plans	Seek outside assistance through various specialized programs/consultants.
Critical Success Factors	Availability of Department Directors and designated employees to assist with process.

Strategic Initiative:

Continue to attract, hire, develop and retain great employees

Key Tasks:

Establish Empowerment/ Suggestion Program by working with CMO to define goals.

Establish a plan and guidelines for mentorship program and work with CMO to define goal and success factors.

Develop and Implement Addison 101 Training program to roll out to new employees and existing employees.

Continue to look for opportunities to expand and reinforce Addison Way Training.

Establish an Insurance and Benefit Analysis Committee.

Continue to look for Shared Services and Privatization Opportunities Throughout the Organization.

Status Update:

This strategy is an ongoing one but some of the tactics identified have already been addressed including formalizing the recognition program and the compensation policy. In addition, the tactic of expanding the Addison Way will be underway in just a few weeks where Addvocates will attend an in-service dedicated to the Addison Way of Service and this same program will be rolled out to the Athletic Club staff members. The other programs, Empowerment, Mentorship, and Addison 101 Training are scheduled to be completed before the end of the fiscal year.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Infrastructure Improvement & Maintenance	
Staff Liaison:	
Lea Dunn	
Budget:	N/A
Completion Date:	9/30/2013
Statement of Work:	
Background	For several decades, Addison was in a building phase and in the process of completing large infrastructure process. As the Town progresses, we must take steps to ensure that the infrastructure is properly maintained, and to budget for the eventual replacement at the end of its useful life.
Purpose	The purpose of this strategy is to implement measures to ensure that the Town's public infrastructure is properly maintained.
Measurable Success Indicators	Ability to track and report on maintenance activities electronically, improved planning process for capital projects and operation & maintenance activities, streamlined procurement process.
Deliverables	New Director of Infrastructure Operations & Services; electronic work order system; 5-year plans for CIP and O&M for the Public Works Department; multi-year maintenance contracts, long-term department budgets.
Assumptions	There is acceptable work order software that is feasible for the Town and funding is available; sufficient funds will be dedicated to fund the 5-year plans
Contingency Plans	Explore alternative avenues to track and report on department activity; prioritize projects based on available funding.
Critical Success Factors	There is acceptable work order software that is feasible for the Town; sufficient funds will be dedicated to fund the 5-year plans

Strategic Initiative:

Infrastructure Improvement & Maintenance

Key Tasks:

Hire Director of Infrastructure Operations & Services

Implement electronic work order system

Develop and begin implementation of 5-year Capital Improvement Program

Develop and begin implementation of 5-year Operations & Maintenance Program

Streamline procurement process by implementing multi-year maintenance contracts

Implement capital project management process & tracking system

Status Update:

The Director position has been posted and we are currently screening candidates for the position. Staff is developing an RFP for the electronic work order system to be released in March 2013. Staff has been working with a consultant, R.H. Shackelford, to develop the 5-year plans for both CIP and O&M activities and expect to begin implementation in the FY2014 budget process. As we solicit bids for maintenance items, including streets and facilities maintenance, staff is structuring the contracts to cover a 5-year term to streamline the procurement process.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Fully integrate the arts as part of Addison's Brand	
Staff Liaison:	
Matt McCombs	
Budget:	None
Completion Date:	6/28/2013
Statement of Work:	
Background	The Fiscal Year 2012-2013 Council Strategic Plan identified 19 strategies for Staff to complete in the coming fiscal year. The ninth strategy identified was to "Fully integrate the Arts as part of our brand."
Purpose	During the staff project work sessions, the tactics were clarified to be threefold. The first was to establish a Destination Arts policy which would leverage flexible art spaces, both indoor and outdoor, as a home for artists to display their work. The second was to identify and pull together a capital investment group to head a private fundraising effort to refurbish or replace existing town-owned art facility assets like the Water Tower Theatre. The third and final tactic was to establish a donations policy which would outline the means by which art was evaluated, accepted, and displayed to establish " a sense of place."
Measurable Success Indicators	Most of the measurable indicators would be based on hitting key timeline dates and Council's satisfaction with the result. Art is difficult to quantify.
Deliverables	Destination Arts Policy Public Art Donations Policy
Assumptions	<ul style="list-style-type: none"> • There are existing and available spaces which could be leveraged as "flexible art space." • There is existing and available private sector will to contribute substantial dollars towards the renovation or replacement of art facility assets. • Dannette Robberson, Mark Gooch, and Kate Hudson are available to assist with various aspects of this process from an operational perspective through the term of the project.
Contingency Plans	<ul style="list-style-type: none"> • If flexible art spaces are not existing or available, it will need to be determined if these spaces need to be created. If so, funding mechanisms and construction methods will also need to be identified and pursuing, thereby lengthening the total time of this project, possibly beyond the fiscal year. • If there is not sufficient private sector will to donate towards art facility renovation or replacement, or the amount to be donated is not sufficient to the cause, alternative funding sources such as grants will need to be explored, possibly lengthening the total time of this project. • Should identified staff not have sufficient time to dedicate to this project, leave, or change roles outside the scope of this project, overall time to delivery and completion will increase, possibly by a significant margin.

Strategic Initiative:

Fully integrate the arts as part of Addison’s Brand

Statement of Work:

Critical Success Factors

- If a flexible art space is identified and leveraged to create the perception of Addison as a “destination arts community.”
- If a consortium of private sector investors is identified, formed, and leveraged to result in the renovation or replacement of existing arts facility assets.
- If a Donations Policy is adopted which meets the needs of the Town and provides a clear framework by which art pieces are selected and accepted.

Key Tasks:

Create an Arts Donation Policy
Leverage use of Flexible Space to establish Addison as an Arts Destination
Identify, create, and leverage a capital infrastructure investment group

Status Update:

Prepared outline of art donations policy which was reviewed with the City Manager in December. Moving forward with the creation of an art donations policy, with a goal of having a draft ready in the next few weeks. Staff has toured the Texas Sculpture Garden with three members for the Arbor Foundation. The Foundation has placed two pieces of sculpture to date.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Implement Bond Propositions	
Staff Liaison:	
Alison Ream	
Budget:	\$34 million
Completion Date:	TBD
Statement of Work:	
Background	In May 2012, voters authorized \$55 million in bond propositions. In the fall of 2012, the Town issued \$34 million in bonds to fund: Vitruvian Park improvements, undergrounding of utilities and electronic signage on Belt Line Road, parks & pedestrian connectivity, public safety radio replacement, street land acquisition and the infrastructure for a wimax network.
Purpose	The purpose of this strategy is to successfully implement the bond projects funded by Council in the fall of 2012
Measurable Success Indicators	Successful tracking and reporting to executive team regarding the scope, schedule and budget of projects. Projects are implemented on time and within budget.
Deliverables	Design contracts; plans, specifications & bid documents, quarterly progress reports, construction contracts; pay applications, finished project, record drawings, amended master facilities agreement for Vitruvian Park
Assumptions	Team agrees on and remains within project scopes; staff members have capacity to serve as Town's project representative; There are qualified bidders for projects; franchise utilities will be cooperative in all projects involving utility relocation
Contingency Plans	Extend timeline; allocate additional funds; reprioritize work duties to ensure adequate staffing; prioritize project elements to meet funding capabilities
Critical Success Factors	Team agrees on and remains within project scopes; staff members have capacity to serve as Town's project representative; receive qualified bidders for projects; bids come in at or below budget; good weather provides adequate work days; franchise utilities must be cooperative in all projects involving utility relocation

Strategic Initiative:

Implement Bond Propositions

Key Tasks:

1. Belt Line Road

- define project scope
- negotiate design contract
- manage design process with consultant
- review, approve and release plans, specifications & bid documents
- award construction contract
- manage construction process

2. Pedestrian Connectivity

- define project scope
- negotiate design contract
- manage design process with consultant
- review, approve and release plans, specifications & bid documents
- award construction contract
- manage construction process

Status Update:

Belt Line: Staff has completed an RFQ process for the selection of engineering, landscape architect and geotechnical consultants to work with the Town for the next five years on various projects. Staff has selected Halff Associates as the design consultant for Belt Line. A scoping meeting on the project is planned for January 9 and 10, and contract negotiations will follow. We anticipate awarding the design contract for Belt Line in February. Once the design consultants are engaged, staff will have a better idea of a realistic timeline for construction.

Pedestrian Connectivity: Staff has developed a preliminary scope for several pedestrian connectivity improvements, and will be meeting with R.H. Shackelford, the Town's project management firm, to discuss the best approach to the design and construction of these projects.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Look for Operational Efficiencies without Cutting Services	
Staff Liaison:	
Ron Whitehead	
Budget:	\$0
Completion Date:	9/30/2013
Statement of Work:	
Background	As part of their Strategic Plan, Council established the organizational goal of being mindful stewards of Town resources. This strategy serves to direct the Town staff to find ways to operate as efficiently as possible. Council also recognizes the organization's devotion to customer service known as the Addison Way. Recently, the Town has explored the privatization and sharing of certain services with other municipalities to reduce costs.
Purpose	The purpose of this strategy is to explore ways to find additional efficiencies in Town operations while maintaining the Town's high quality service orientation.
Measurable Success Indicators	Cost reductions, where possible, with quantifiable savings
Deliverables	Analysis of Business Models Corporate Sponsorship Committee Report Establishment of Program to Promote Finding Efficiencies
Assumptions	Willing participants in Privatization and Cost Sharing Opportunities
Contingency Plans	If assumptions or success indicators are not met, this is a fluid process that can be rethought and refined throughout the implementation period.
Critical Success Factors	Willing participants in Privatization and Cost Sharing Opportunities

Strategic Initiative:

Look for Operational Efficiencies without Cutting Services

Key Tasks:

Research Best Practices in Other Cities

Right Size the Organization

Explore Additional Possibilities for Shared Services

Analyze our Business Models

Embrace and Implement Technology

Utilize Staff in Non-Traditional Roles

Explore Corporate Sponsorships Through a Committee

Implement a Program to Promote Finding Efficiencies and Enhancing Service Delivery

Status Update:

This is an ongoing process that was also a Council Strategy during the previous budget year. Since that time the Town has outsourced fleet services (a savings of approximately \$100,000 annually), much of our engineering services, and has reorganized visitor services to include a contract sales position. More recently, the Addison Police Department has finalized a joint SWAT team along with Carrolton, Farmers Branch and Coppell. Staff from the four cities are continuing to work towards forming a joint dispatch center. Additionally, the Finance Department has recently begun studying the possibility of combining our purchasing functions with Farmers Branch.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Explore new/other revenue sources.	
Staff Liaison:	
Eric Cannon	
Budget:	\$0
Completion Date:	9/30/2014
Statement of Work:	
Background	Review and evaluate the Town's existing fee structure. Ensure that the current fees being charged to our customers are sufficient to cover the costs associated with providing the service. Also, research the creation of an underground utility district.
Purpose	Ensure that our operations are funded sufficiently based on the costs associated with providing them, at the acceptable Addison service level. Increase the Town's revenue capability by increasing the utility capacity.
Measurable Success Indicators	Provide assurance to management that our fees are sufficient to cover the associated costs. If not, provide a new structure to accomplish this.
Deliverables	The Town will complete a utility rate study in FY13. We will also provide to management the costs associated for our fee funding services, and based on our findings provide a recommendation for the associated fee. Provide management with a cost-benefit analysis of a utility district for the Town.
Assumptions	The Town will probably need to adjust it's rates and fees. Costs associated with providing the level of service expected by our residents and commercial owners continue to increase, therefore, requiring more resources to complete those tasks.
Contingency Plans	Compare our fees to our neighbor cities, or comparable cities to ensure that we're close to the market.
Critical Success Factors	Cooperation from other departments within the Town. Also, proper staff availability; this process requires a lot of research and cost analysis. The need for additional financial resources.

Strategic Initiative:

Explore new/other revenue sources.

Key Tasks:

Complete the utility rate study

Calculate the cost of fee or rate based services

Compare the Town's fee revenues to their corresponding costs

Propose an updated fee/rate structure

Evaluate the feasibility of an underground utility district

Provide to management the expected revenues vs. the cost associated with construction

Finalize Implementation of the Stormwater Management Fee

Hotel/Motel Fund Submittal Audit

Status Update:

The Town is currently finalizing the stormwater management fee and will begin billing on the January 2013 utility bill. Staff has started a preliminary study of other potential revenue sources and review of current user fees. The Economic Development department is entering the second year of the Business Registration fee. Staff will also bring forward an audit of the hotel/motel fund submittals by selected hotels next quarter.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Enhance sense of community for all stakeholders and expand volunteer opportunities.	
Staff Liaison:	
Dannette Robberson	
Budget:	\$20,000
Completion Date:	9/30/2013
Statement of Work:	
Background	One of the most unique aspects of Addison is the great sense of community among residents. In addition to those who call Addison home, this Council Strategy recognizes that the community also includes those who come to Addison to work and to start and grow their businesses. While the Town provides substantial information regarding events, services, and also sponsors community-centric programming and events, the extent to which the information reaches businesses and residents is unknown.
Purpose	The purpose of this strategy is to provide the residential and business community with the most up-to-date and relevant Addison information to encourage greater participation in the community and to better include stakeholder input in programming.
Measurable Success Indicators	<ul style="list-style-type: none"> 1) Online Calendar: 10% return from online calendar citizen satisfaction survey 2) Office Building Concierge program: 25% participation among office building occupants; Survey to participants results in positive evaluation of the programming 3) 51% approval for zipcode consolidation.
Deliverables	<ul style="list-style-type: none"> 1) Written analysis of Online Calendar effectiveness and recommendations/implementation of changes if needed. 2) 2013 Master calendar of Office Building Concierge programs and implementation of a minimum of 10 events. 3) Comprehensive list of current Addison children's programming/analysis of programs and recommendations for new programming if current levels are insufficient. 4) Business and Residential approval for adoption of the Addison 75001 zipcode for all businesses and residents within Addison municipal boundaries.
Assumptions	<ul style="list-style-type: none"> 1) Funding for all of the projects will be available. 2) Staffing and resources from other departments will be available.
Contingency Plans	Develop alternative methods and/or programs for evaluating and enhancing sense of community for stakeholders.
Critical Success Factors	The funding, staffing resources and stakeholder involvement will be sufficient to carry out the strategy.

Strategic Initiative:

Enhance sense of community for all stakeholders and expand volunteer opportunities.

Key Tasks:

- Create and implement an Addison office building concierge program.
- Analyze the Addison Online Calendar to determine if it is fulfilling it's intended purpose.
- Create practices to gather stakeholder input.
- Determine whether more Activities for school-age children are needed.
- Zipcode consolidation campaign.
- Create additional volunteer opportunities and recognition event.
- 60th Year Anniversary Committee

Status Update:

A list of all of the Addison office buildings and contacts has been compiled. The IT department has compiled the online analytics for the Addison2012.com online calendar. Research has been conducted to determine the process for consolidating the Addison zipcodes. A full P3 has been completed for each of the key tactics in this strategy which includes the Statements of Work, project timelines (milestones), and assignments of responsibilities.

Additionally, staff is beginning the process of organizing the celebration committee for the 60th Anniversary of Addison's incorporation.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Develop the Next Great Idea	
Staff Liaison:	
Ron Whitehead	
Budget:	\$3.5 million
Completion Date:	TBD
Statement of Work:	
Background	<p>As part of the Council’s strategic plan, this strategy is to establish a means by which to implement the next great idea for Addison. Through this process, staff will explore and develop ways to enhance the Addison experience for citizens, businesses and visitors by enhancing connectivity throughout the Town. This is an inclusive process which will require input and buy-in from a wide variety of stakeholders.</p> <p>The first idea that has been generated is to enhance pedestrian connectivity throughout the Town.</p>
Purpose	The purpose of this strategy is to increase connectivity throughout the Town and will ultimately enhance the Addison experience for residents, businesses, and visitors.
Measurable Success Indicators	Improved connectivity to and within commercial and residential districts in Addison; connectivity projects delivered on-time and within budget
Deliverables	Conceptual Trail Master Plan; design contracts; plan specifications and bid documents; quarterly progress reports; construction contracts; completed projects
Assumptions	<p>Stakeholder participation and buy-in</p> <p>Adequate funding</p> <p>Project team agrees on and remains within project scopes</p>
Contingency Plans	Project scope and timeline can be adjusted based on the availability of funding and other factors
Critical Success Factors	<p>Stakeholder participation and buy-in</p> <p>Adequate funding</p> <p>Project team agrees on and remains within project scopes</p>

Strategic Initiative:

Develop the Next Great Idea

Key Tasks:

Enhance Lighting in Residential Neighborhoods

Address Sidewalks, Landscaping and Lighting to Facilitate Connectivity in North and South Quorum Districts

Include Pedestrian-Oriented Elements in Belt Line and Midway Construction Projects

Explore Options for East/West Connection on Belt Line across the Dallas North Tollway

Create a Jogging/Walking Trail Map for Visitors, Distributed Through the Hotels

Design and Begin Construction of a Trail Connecting Redding Trail to Arapaho Trail across Belt Line

Update Design Standards for Intersections to Make them Pedestrian Friendly and Retrofit Existing Intersections Where Appropriate

Status Update:

Staff has met with several stakeholders regarding plans to improve connectivity. These include three full service hoteliers as well as the Quorum North and Quorum South Protective Corporations. Internally, staff has defined a broad scope for various projects intended to improve pedestrian connectivity. In the next month, staff will outline a specific approach for each project and move forward with the design phase.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Formalize Non-Profit Funding Strategy	
Staff Liaison:	
Matt McCombs	
Budget:	None
Completion Date:	9/30/2013
Statement of Work:	
Background	In the spring of 2011, Council identified a process by which Addison's citizen capital could be engaged to improve the process of evaluating the effectiveness of various non-profit agencies which Addison contracts with to perform special services. This process crystallized into a board of citizens known as the Community Partners Bureau, a team selected by Council Members Chris DeFrancisco and Margie Gunther. Each member was charged with the task of linking up with a particular committee and then reporting back to Council to give a complete picture of the activities of each non-profit group.
Purpose	Going forward, the non-profit selection process will be under Council's general direction and guidance. However, in a departure from Fiscal Year 2011-2012, staff will play an increased role in the scheduling and coordination of the actual application process. The intent of this change is to streamline the predictability of deadlines, as well as coordinate the receipt and dissemination of application and financial materials.
Measurable Success Indicators	Success indicators are difficult to quantify, as critical success factors are based on qualitative measures. One might be if all non-profit applications are received and processed within the timelines set forth below.
Deliverables	Non-Profit Application Schedule Non-Profit Application Packet Non-Profit Contracts (Developed in FY13, but adopted in FY14)
Assumptions	<ul style="list-style-type: none"> • That the Community Partners Bureau will continue as a functional body. • That the Council Members acting as non-profit liaisons will continue in their roles • That the actual application process will not be substantially different from prior years
Contingency Plans	<ul style="list-style-type: none"> • If the CPB does not continue, staff will prepare non-profit requests as has been done in prior years. • If Council Members or their roles changes, some additional time should be allotted to bring the new individuals up to speed on the process • If the application process is substantially different, timelines and due dates may change
Critical Success Factors	<ul style="list-style-type: none"> • If Council feels comfortable with the non-profit selection and evaluation process • If Non-Profit partners are kept advised of processes in a timely and efficient manner

Strategic Initiative:

Formalize Non-Profit Funding Strategy

Key Tasks:

- Draft schedule and materials for non-profit application process with comparison to prior year
- Engage Council Liaisons (currently Chris DeFrancisco and Margie Gunther) regarding direction and guidance for process
- Engage Council Liaisons regarding involvement and role of Community Partners Bureau (CPB)
- Revise application schedule and materials, as needed
- Engage Council Liaisons and Community Partners Bureau regarding new process
- Distribute application materials and possible CPB reporting templates
- Receive applications and CPB reporting templates
- Meet with CPB to discuss applications/fill out report
- Collect and compile funding requests and send to Council
- Receive direction from Council on which non-profits to follow-up with
- Follow up with non-profits (if any)
- Receive final direction on funding levels from Council for inclusion into the Fiscal Year 2013 budget
- Prepare contracts for inclusion in October Council Meeting

Status Update:

Currently on schedule. Will be contacting MG and CD by the end of next week to facilitate CPB meeting.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Sustainability	
Staff Liaison:	
Alison Ream	
Budget:	Varies
Completion Date:	1/31/2014
Statement of Work:	
Background	In order to enhance the Addison brand and to be mindful stewards of the Town's resources, Council included sustainability as a strategy in the FY13 strategic plan. The Town currently engages in a number of sustainable initiatives, but the intent of this strategy is to further incorporate sustainable principles into the Town's offerings and pursue innovative projects and initiatives that establish Addison as a leader in sustainability.
Purpose	The purpose of this strategy is to further incorporate sustainable principles into the Town's offerings and pursue innovative projects and initiatives that establish Addison as a leader in sustainability
Measurable Success Indicators	Formal document that details the Town's current sustainability activities and provides a roadmap to future initiatives; completed report on the feasibility of a gray water system in Addison; updated water conservation plan; recommendation regarding a composting pilot program; enhanced recycling program; 5 year Stormwater Management Program submitted to TCEQ
Deliverables	Sustainability plan; recycling plan for parks/public spaces; structure of a composting pilot program; updated water conservation plan; TCEQ SWMP permit
Assumptions	Sufficient funding; sufficient staff resources will be assigned to programs; TCEQ will finalize permit requirements in March 2013
Contingency Plans	Identify modified programming to meet funding levels; extend timeline
Critical Success Factors	Sufficient funding must be secured; sufficient staff resources will be assigned to programs; TCEQ will finalize permit requirements

Strategic Initiative:

Sustainability

Key Tasks:

- Complete Sustainability Plan
- Complete Graywater Feasibility Study
- Develop enhanced recycling options in parks and public spaces
- Develop and implement educational programming for learning center
- Update water conservation plan
- Create and submit stormwater management program to TCEQ
- Explore composting pilot program
- Participate in the North Central Texas Environmental Stewardship Forum

Status Update:

Staff has begun the development of the sustainability plan and exploring options to enhance recycling in public spaces. We have selected consulting engineers who will complete the graywater feasibility report as part of the sanitary sewer evaluation study that will be completed this year. Staff has completed an RFP process for the content development for the Learning Center.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Enhance Public Safety	
Staff Liaison:	
Ron Davis	
Budget:	\$0
Completion Date:	9/30/2012
Statement of Work:	
Background	Town staff has been charged with finding additional ways for enhancing public safety beyond routine police and fire department activities.
Purpose	The Purpose of this strategy is to enhance public safety through routine police and fire functions as well as additional programs and initiatives.
Measurable Success Indicators	The implementation and effectiveness of proposed programs
Deliverables	Staff will explore and propose a variety of programs intended to enhance public safety.
Assumptions	Council support Stakeholder participation
Contingency Plans	Staff can reconsider the scope of projects based on the situation
Critical Success Factors	Council support Necessary funding as will be determined Stakeholder participation

Strategic Initiative:

Enhance Public Safety

Key Tasks:

Enhancing Public Safety through Public Private Partnerships

ACAP Program

Fire Safety/CPR Classes

AED Installation in Restaurants

CASA Radar

Live Video Monitoring of Public Spaces

Intersection Design Safety

Neighborhood Lighting

Provide Better Analytics

Status Update:

Work is progressing on these tasks. Staff has investigated the use of public-private partnerships through the possible creation of the Safer Addison program. This project is currently awaiting further Council direction. The ACAP program is in place. There are two future challenges, first, increasing participation and second, finding funding to provide the ACAP members with a distinctively marked vehicle. Presently the participants are using a vehicle out of our current fleet. This prevents marking the vehicle with decals that promotes the program. A marked vehicle would help instill a sense of pride and ownership in the program for the ACAP members. Additionally, a marked ACAP vehicle would be the best form of recruitment for the program. The Fire Department held a fire safety class on December 1st. Intersection Design Safety and Neighborhood Lighting enhancements will both be addressed through the implementation of the bond propositions.

Staff is also exploring systems that will allow us to better indicate trends in Public Safety.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Town-Owned Real Estate Strategy	
Staff Liaison:	
Matt McCombs	
Budget:	None
Completion Date:	9/30/2013
Statement of Work:	
Background	The Fiscal Year 2012-2013 Council Strategic Plan identified 19 strategies for Staff to complete in the coming fiscal year. The 18th strategy identified was to "Create and Implement a strategy for Town Owned Real Estate."
Purpose	The purpose of this project was to deliver a town-owned real estate inventory and map to Council for their review, and then proceed forward with whatever action plan they requested.
Measurable Success Indicators	Uncertain as of now, since project deliverables have not been defined
Deliverables	Town Owned Real Estate Inventory
Assumptions	Uncertain as of now, since project deliverables have not been defined
Contingency Plans	Uncertain as of now, since project deliverables have not been defined
Critical Success Factors	Uncertain as of now, since project deliverables have not been defined

Strategic Initiative:

Town-Owned Real Estate Strategy

Key Tasks:

Create Town-Owned Real Estate Inventory
Present TORE Inventory to Council
Modify Inventory, as needed
Receive direction from Council on next steps

Status Update:

Inventory has been created, modified, and will be presented to Council on the January 14 Meeting and Work Session. Once further direction is received, the work plan of this item will be modified accordingly.

Town of Addison - Strategic Initiatives Update 01/08/2013

Strategic Initiative:	
Identify Opportunities for Improved Governance	
Staff Liaison:	
Chris Terry	
Budget:	n/a
Completion Date:	9/30/2013
Statement of Work:	
Background	The City Council desires to examine our current governance structures and practices on a regular and recurring basis to enhance the actual and perceived quality of governance. In an effort to further the Town's commitment to transparency in government and operating according to the highest of standards, an ongoing analysis and process for identifying best practices in governance is desired.
Purpose	To establish a mechanism of communication and work within the City Council to pursue and complete various initiatives that promote excellence in governance.
Measurable Success Indicators	<ol style="list-style-type: none"> 1) Increased awareness by the Council to ethics issues and a means to promote the value of ethics to the municipality 2) Liaison's selected for key regional organizations
Deliverables	<ol style="list-style-type: none"> 1) Ethics Guidelines in an organic document 2) Formalize liaison process 3) Continue City Council Ethics Training 4) Improved governance through regular Work Sessions with Judge Dwight 5) A successful City Council liaison process where Council members establish representatives in local and regional organizations, etc. 6) Work with a third party consultant to develop a structured City Council program on "The Role of Council"
Assumptions	<ol style="list-style-type: none"> 1) City Council is willing to commit to these endeavors
Contingency Plans	<ol style="list-style-type: none"> 1) Continue to offer council training opportunities to enhance group/team effectiveness
Critical Success Factors	<ol style="list-style-type: none"> 1) A systematic process of information sharing between Courts, the City Manager's Office, and City Attorney 2) Completion of current third party consultant process to explore issues and impediments to City Council success

Strategic Initiative:

Identify Opportunities for Improved Governance

Key Tasks:

- 1) Create process for improved dialogue with Municipal Judge
- 2) Create ethics guidelines
- 3) Establish and define roles of Council and Staff
- 4) Update liaison process

Status Update:

- 1) City Council has concluded a portion of the "Roles of Council" workshop/assessment with Randy Pennington
- 2) A second meeting with Mr. Pennington is to be scheduled in January 2013 to discuss his findings and recommendations
- 3) Staff Liaison (Chris Terry) met with the City Manager to explore additional Work Sessions, targeted programs, and third-party training options to advance the "Role of Council" efforts

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: #R1

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