



**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

March 11, 2014

ADDISON TOWN HALL

**5300 BELT LINE RD., DALLAS, TX 75254
6:00PM WORK SESSION
7:30PM REGULAR MEETING**

WORK SESSION

WS1 Introduction of assistant municipal court prosecutor.

WS2 Discussion regarding a transitional audit.

WS3 Discussion regarding the City Council's budget strategic process for the Fiscal Year commencing October 1, 2014 and ending September 30, 2015.

REGULAR MEETING

Pledge of Allegiance

R1 Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

R2 Consent Agenda.

2a Approval of the Minutes for the February 25, 2014 Work Session and Regular Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Attachments

02/25 Minutes

Regular Items

R3 Discussion, consider and take action regarding appointment of a Member to the Planning and Zoning Commission.

R4 Discussion, consider and take action regarding appointment of a member to the Board of Zoning Adjustment.

R5 Discussion, consider and take action regarding a transitional audit, including authorizing an agreement for transitional audit services.

R6 **PUBLIC HEARING** Case 1685-SUP/Yard House. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Yard House USA, Inc. represented by LuAron McCormack.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

Docket Map, Staff Report and Commission Findings

R7 **PUBLIC HEARING** Case 1686-SUP/Ra Sushi. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Benihana, Inc. represented by Krystle Duree.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on

property located 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

RECOMMENDATION:

Administration recommends approval.

Attachments

Docket Map, Staff Report, and Commission Findings

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- R8 **PUBLIC HEARING** Case 1687-SUP/Taco Borracho. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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 C&J Investments, LLC represented by Charles M. Love.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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, subject to the following conditions:

- The applicant shall not use any terms or graphic depictions that relate to alcoholic beverages in any exterior signs, except for the term “borracho” and only when used as part of the business’ name, “Taco Borracho.”
- This SUP does not constitute the Town’s consent, nor a grant of

any right, to the extension of the patio into the right-of-way of the Town, and that the extension of the patio into the Town's right-of-way may not occur unless and until the applicant (tenant) and the owner of the property has obtained from the Town the Town's written consent to the extension.

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

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

Docket Map, Staff Report and Commission Findings

-
- R9 Discussion, consider, and take action regarding a license or encroachment agreement to allow the current occupant (Taco Borracho Restaurant) and the owner of the property located within the Town at 5004 Addison Circle to use a portion of the public sidewalk and right-of-way adjacent to the property for an outdoor patio and extension of awnings.

RECOMMENDATION:

Administration recommends approval.

Attachments

Encroachment Agreement

-
- R10 Presentation and discussion regarding the Addison Airport Master Plan committee make up, selection process, and schedule.

-
- R11 Discussion, consider, and take action regarding a resolution authorizing the City Manager to execute property purchase agreements in an amount equal to or less than the appraised value with the property owners of parcels affected by the undergrounding of the utilities along Belt Line Road.

RECOMMENDATION:

Administration recommends approval.

Attachments

Resolution

- R12 Presentation, discussion, consider and take action on a resolution authorizing the City Manager to enter into a Texas Department of Transportation agreement for the design of the reconstruction of Taxiway Victor at Addison Airport estimated to be in the amount of \$180,000 and the reconstruction of Taxiway Victor estimated to be in the amount of \$1,830,000, and recognizing the Town's responsibility to pay for 10% of those amounts.

RECOMMENDATION:

Administation recommends approval.

Attachments

Certification of Project Funds
Consultant Selection Committee
Designation of Sponsor Representative
Resolution

- R13 Presentation, discussion, consider, and take action authorizing the City Manager to sign a U.S. Customs and Border Protection Office of Information and Technology User Fee Airport Cost Sign-Off Document in the estimated amount of \$45,308.74, to be included in the FY2015 budget.

RECOMMENDATION:

Administration recommends approval.

Attachments

CBP Notification Letter
CBP Cost Estimate

- R14 Presentation and discussion regarding the Department of Finance Quarterly Financial Review of the Town for the quarter and year-to-date ended December 31, 2013.

Attachments

Q1 Fy 2014 Report

Executive Session

-
- ES1 Closed (Executive) session of the Addison City Council pursuant to Section 551.087, Texas Government Code, to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect or business prospects that the City Council seeks to have locate, stay, or expand in or near the territory of the Town of Addison and with which the City Council is conducting economic development negotiations, and/or to deliberate the offer of a financial or other incentive to such business prospect or business prospects.

Regular Items Continued

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- R15 Discussion, consider, and take action regarding a business prospect or business prospects that the City Council seeks to have locate, stay, or expand in or near the territory of the Town of Addison and with which the City Council is conducting economic development negotiations, and/or regarding the offer of a financial or other incentive to such business prospect or business prospects.

Adjourn Meeting

Posted:
Matthew McCombs, March 7, 2014, 5:00pm

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES.
PLEASE CALL (972) 450-7090 AT LEAST
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

Combined Meeting

WS1

Meeting Date: 03/11/2014

Council Goals: Continue to attract, hire, develop, and retain great employees

AGENDA CAPTION:

Introduction of assistant municipal court prosecutor.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Combined Meeting

WS2

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion regarding a transitional audit.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Combined Meeting

WS3

Meeting Date: 03/11/2014

Council Goals: Create raving fans of the Addison Experience.

AGENDA CAPTION:

Discussion regarding the City Council's budget strategic process for the Fiscal Year commencing October 1, 2014 and ending September 30, 2015.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Combined Meeting

2a

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Approval of the Minutes for the February 25, 2014 Work Session and Regular Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Administration recommends approval.

Attachments

02/25 Minutes

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

February 25, 2014

6:00 PM

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

6:00 PM Work Session | 7:30 PM Regular Meeting

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL REGULAR MEETING

February 25, 2014

6:00 PM

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

6:00 PM Work Session | 7:30 PM Regular Agenda

Posted by: Matthew McCombs, February 21, 2014, 5:00pm

Present: Clemens; DeFrancisco; Gunther; Meier; Moore; Resnik

Absent: Arfsten

WORK SESSION

WS1 Introduction of assistant municipal court prosecutor.

Work Session Item WS1 was tabled and rescheduled for March 11th.

WS2 Discussion regarding goals and performance objectives for the Town and City Manager Lea Dunn.

The City Council and Lea Dunn discussed goals and performance objectives for the Town and Ms. Dunn.

WS3 Discussion regarding a transitional audit, including a request for qualifications to conduct the audit.

The City Council, Lea Dunn, and Eric Cannon discussed the transitional audit, including a request for qualifications to conduct the audit.

REGULAR MEETING

Pledge of Allegiance

Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

Consent Agenda.

2a Approval of the Minutes for the February 11, 2014 Work Session and Regular Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Motion made by Clemens to approve, as submitted,
Seconded by Moore

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- 2b Approval of the Minutes for the February 17, 2014 Work Session and Special Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Motion made by Clemens to approve, as submitted,
Seconded by Moore

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- 2c Approval of a contract with Dallas County for Joint Election Services for the Town's 2014 general election.

RECOMMENDATION:

Administration recommends approval.

Mayor Meier pulled Item R2c.

Matt McCombs, City Secretary, spoke regarding this item.

Motion made by Meier to approve the contract, for an amount not to exceed \$10,000,

Seconded by Clemens

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

Regular Items

- R3 Presentation of a proclamation honoring IHOP National Pancake Day & Shriner's Hospital for Children's Day.

RECOMMENDATION:

The item was pulled from the agenda.

There was no action taken on this item.

-
- R4 Discussion, consider and take action regarding the Vivanti/Matchbox Agency of Record contract for strategic marketing and advertising professional services for Addison Special Events, Economic Development, and other marketing services as requested on a project by project basis.

RECOMMENDATION:

Administration recommends approval.

Carrie Rice, Director of Marketing and Communications, spoke regarding this item.

Motion made by Clemens to approve, subject to final review and approval of the City Manager and City Attorney,

Seconded by Gunther

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

-
- R5 Discussion and take action regarding appointment of a Member to the Planning and Zoning Commission.

Item R5 was tabled and rescheduled for March 11th.

-
- R6 Discussion, consider, and take action regarding an ordinance authorizing the issuance of Town of Addison, Texas, General Obligation Refunding Bonds, Series 2014 (AMT); levying a tax in payment thereof; approving the Official Statement; approving execution of a Deposit Agreement; and enacting other provisions relating thereto.

RECOMMENDATION:

Administration recommends approval.

Eric Cannon, Chief Financial Officer, and David Medanich, Vice Chairman of First Southwest, spoke regarding this item.

Motion made by Resnik to approve, as submitted,
Seconded by DeFrancisco

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R7 Discussion, consider, and take action regarding an ordinance authorizing the issuance of Town of Addison, Texas, General Obligation Bonds, Series 2014; levying a tax in payment thereof; approving the Official Statement; and enacting other provisions relating thereto.

RECOMMENDATION:

Administration recommends approval.

Eric Cannon, Chief Financial Officer, Lea Dunn, Deputy City Manager, Lisa Pyles, Director of Infrastructure Operations and Services, and Ron Whitehead, City Manager, spoke regarding this item.

Motion made by DeFrancisco to approve, as submitted,
Seconded by Resnik

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R8 Discussion, consider, and take action regarding an ordinance authorizing the issuance of Town of Addison, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2014; levying a tax, and providing for the security for and payment of said Certificates; approving the Official Statement; enacting other provisions relating to the subject; and declaring an effective date.

RECOMMENDATION:

Administration recommends approval.

Eric Cannon, Chief Financial Officer, spoke regarding this item.

Motion made by Clemens to approve, as submitted,

Seconded by DeFrancisco

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R9 Discussion, consider and take action regarding a Resolution authorizing the creation of the North Texas Emergency Communications Center, Inc., as a local government corporation, to finance, construct, own, manage and operate a regional public safety communications center for the benefit of the Town and the Cities of Carrollton, Coppell, and Farmers Branch, approving the form of a Certificate of Formation and the form of bylaws for the corporation, appointing Lea Dunn to serve on the corporation's initial board of directors, and providing for related matters.

RECOMMENDATION:

Administration recommends approval.

Paul Spencer, Police Captain, John Hill, City Attorney, and Ron Whitehead, City Manager, spoke regarding this item.

Motion made by Resnik to approve, as submitted,

Seconded by Gunther

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R10 Presentation and discussion regarding the Town of Addison 2013 Racial Profiling report.

Ron Davis, Chief of Police, spoke regarding this item.

There was no action taken on this item.

- R11 Discussion, consider, and take action regarding a contract with EAS Contracting for the reconstruction of the ramps at Hangars S-1 and S-3 at Addison Airport for an amount not to exceed \$233,584.

RECOMMENDATION:

Administration recommends approval.

Lisa Pyles, Director of Infrastructure Operations and Services, spoke regarding this item.

Motion made by Clemens to approve, as submitted,
Seconded by DeFrancisco

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R12 Discussion, consider, and take action on a request by Mission Aire, IV, L.P., ground tenant to 4600 Claire Chennault Dr., for the Town's consent to the creation of a first-lien leasehold mortgage and deed of trust in the sum of \$626,000 to be evidenced by an estoppel letter in favor of the lender, Frost Bank.

RECOMMENDATION:

Administration recommends approval.

Lisa Pyles, Director of Infrastructure Operations and Services, and Bill Dyer, Real Estate Manager, spoke regarding this item.

Motion made by Clemens to approve, as submitted,
Seconded by DeFrancisco

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

- R13 Discussion, consider, and take action on a request by Mission Aire, V, L.P., ground tenant to 4400 Westgrove Dr., for the Town's consent to the creation of a first-lien leasehold mortgage and deed of trust in the sum of \$744,000 to be evidenced by an estoppel letter in favor of the lender, Frost Bank.

RECOMMENDATION:

Administration recommends approval.

Lisa Pyles, Director of Infrastructure Operations and Services,
spoke regarding this item.

Motion made by Clemens to approve, as submitted,
Seconded by Gunther

Voting AYE: Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

Adjourn Meeting

Mayor-Todd Meier

Attest:

City Secretary-Matthew McCombs

Combined Meeting

R3

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion, consider and take action regarding appointment of a Member to the Planning and Zoning Commission.

FINANCIAL IMPACT:

N/A

BACKGROUND:

Commissioner Stockard's second term on the Planning and Zoning Commission will expire on February 28th. Commissioner Stockard's appointment belongs to Council Member Moore.

RECOMMENDATION:

Combined Meeting

R4

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion, consider and take action regarding appointment of a member to the Board of Zoning Adjustment.

FINANCIAL IMPACT:

N/A

BACKGROUND:

Skip Robbins' first term on the Board of Zoning Adjustment will expire on March 13th. Mr. Robbins' appointment belongs to Council Member Gunther.

RECOMMENDATION:

Combined Meeting

R5

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion, consider and take action regarding a transitional audit, including authorizing an agreement for transitional audit services.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Combined Meeting

R6

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1685-SUP/Yard House. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Yard House USA, Inc. represented by LuAron McCormack.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

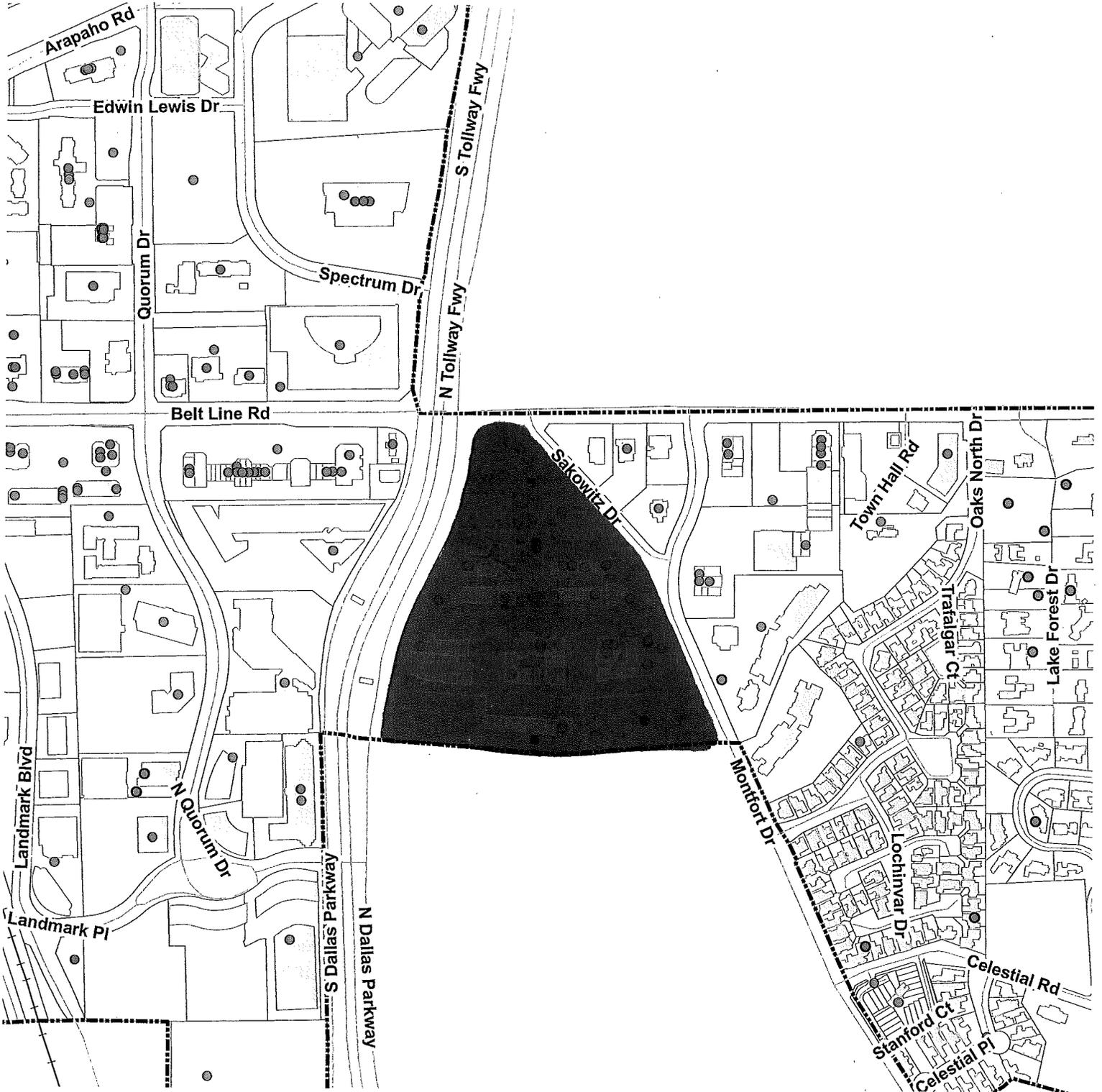
Administration recommends approval.

Attachments

Docket Map, Staff Report and Commission Findings

1685-SUP

PUBLIC HEARING Case 1685-SUP/Yard House. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Yard House USA, Inc. represented by LuAron McCormack



February 27, 2014

STAFF REPORT

RE: Case 1685-SUP/Yard House

LOCATION: 5100 Belt Line Road, Suite 212

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 only

APPLICANT: Yard House USA, Inc, represented by Ms. LuAron McCormack

DISCUSSION:

Background. This lease space is a part of the Village on the Parkway redevelopment. This is one of the two restaurants being constructed next to the new AMC Theater on the southern end of the center. This site will be immediately to the east of the theater.

Yard House is a concept originating out of Southern California and is part of the Darden family of restaurants. The Yard House model is centered on offering a large selection of draft beers and a diverse menu of American fare. Each location features a large center island bar. They currently have locations in 17 states, including Texas. However, this would be the only location in North Texas.

Proposed Plan. The floor plan features a space of 12,807 square feet including an exterior patio of 2,110 square feet. The floor plan shows a large center island bar. The plan contemplates seating for 408.

Exterior Facades. The new restaurant will feature a cement plaster stucco system that is consistent with the look of the rest of the center.

Parking. The parking requirement for the Village on the Parkway is at a mixed-use ratio of one space per 250 square feet, regardless of use. The plans show the center will provide 2,240 spaces, which is 512 spaces over the required number. 500 of those additional spaces will be provided by the 4-level parking structure on the west end of the theater. Under the approved plan for the center, the parking spaces can be provided anywhere on the site, and do not have to be provided immediately in front of the

tenant's lease space. This 12,807 square-foot space will require 52 parking spaces, which are provided on the site.

I mentioned last month that staff would like to see additional retail tenants added to provide the necessary mix of uses contemplated under the approved parking ratio. This is one of the restaurants that I was aware of when I made that statement and staff is comfortable with the amount of parking provided and its proximity to this location.

Landscaping. The landscaping at the center has been installed and inspected and is in compliance with the ordinance.

Food Service Code. The kitchen installation must meet all requirements of the Food Service Code. The Environmental Services Official has noted that the plans indicate a full-sized and good quality kitchen.

Fire and Building Code. Based on the occupancy, the building will have to be provided with fire sprinklers. This is a code requirement and does not need to be included as a condition.

Mechanical Equipment. The applicant should be aware that if any mechanical equipment is added to the roof of the restaurant, it must be screened from all adjacent properties. The screening mechanism shall be architecturally compatible, and the Building Official shall make the determination of "architecturally compatible".

Signs. 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. Since this restaurant is viewable from the public right of way to the east, 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.

RECOMMENDATION:

The Town is pleased to have Yard House come to Addison, and staff recommends approval of the request for a 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 conditions:

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

Respectfully submitted,

Charles Goff
Assistant to the City Manager

Land Use Analysis

Attributes of Success Matrix

Yard House Restaurant, 5100 Belt Line Road, Suite 212

1685-SUP

Attribute	Comment	Score
Competitive	This proposed restaurant will be a new restaurant for Addison and will help the Village on the Parkway become a destination for dining	
Safe	The project will be safe.	
Functional	The space will be functional. The property owner has been advised that additional retail tenants should be investigated to make the parking ratio successful long term, however that does not impact this use at this time.	
Visually Appealing	The restaurant will be visually appealing.	
Supported with Amenities	The site is in a very amenity-rich area.	
Environmentally Responsible	The site is part of larger redevelopment that is remodeling existing retail spaces and will provide a new, more energy efficient center. Landscaping has also been addressed in an environmentally responsible manner.	
Walkable	The project is extremely walkable.	
Overall Assessment	This is a good-quality restaurant and will be an asset to the Town.	

Case 1685-SUP/Yard House
February 28, 2014

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5100 Belt Line Road, Suite 212, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

Absent: none

Combined Meeting

R7

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1686-SUP/Ra Sushi. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Benihana, Inc. represented by Krystle Duree.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

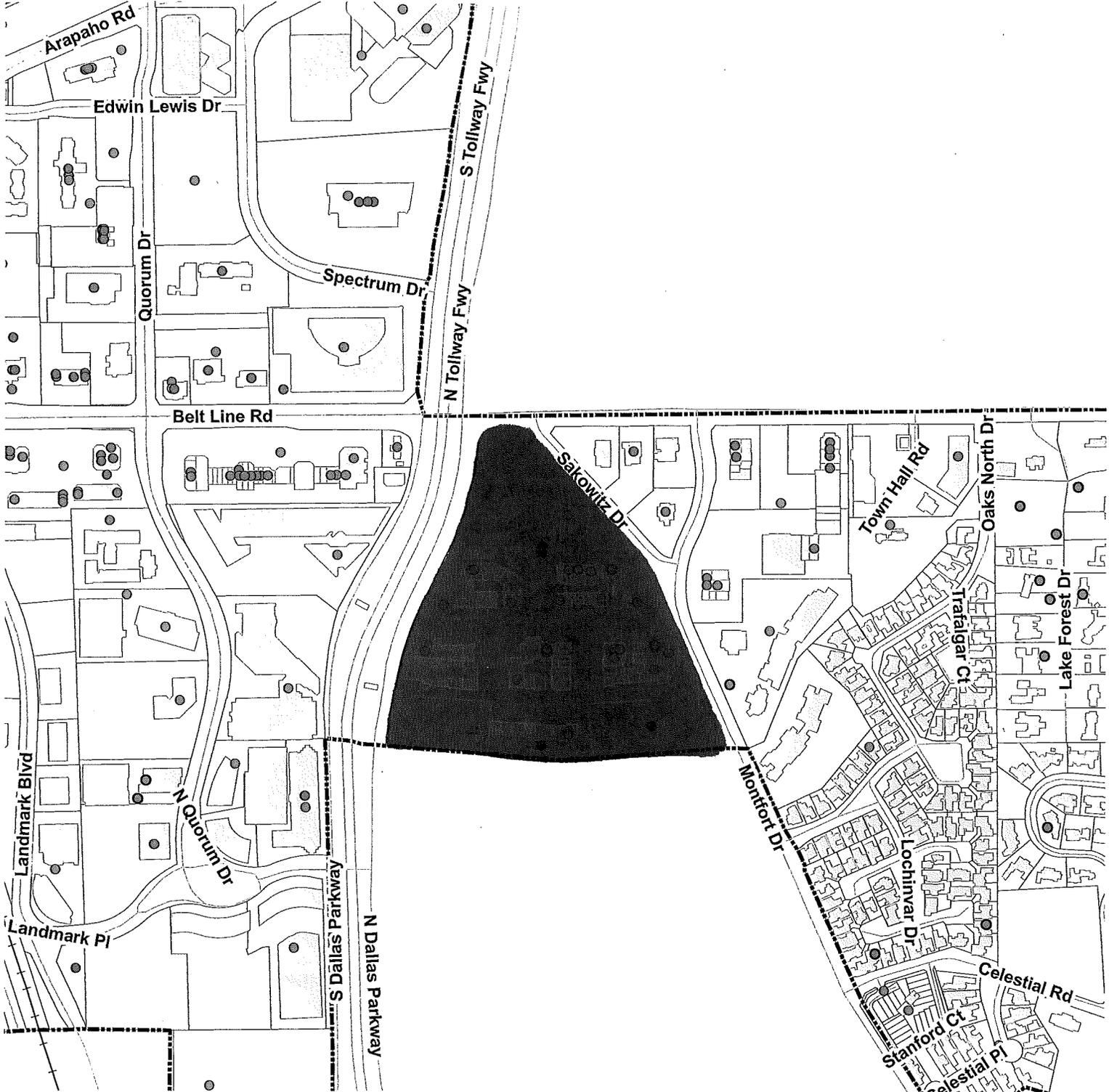
Administration recommends approval.

Attachments

Docket Map, Staff Report, and Commission Findings

1686-SUP

PUBLIC HEARING Case 1686-SUP/Ra Sushi. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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 Benihana, Inc. represented by Krystle Duree.



February 27, 2014

STAFF REPORT

RE: Case 1686-SUP/RA Sushi

LOCATION: 5100 Belt Line Road, Suite 216

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 only

APPLICANT: Benihana, Inc, represented by Ms. Krystle Duree

DISCUSSION:

Background. This lease space is a part of the Village on the Parkway redevelopment. This is one of the two restaurants being constructed next to the new AMC Theater on the southern end of the site. RA Sushi will be immediately to the west of the theater.

The first RA Sushi opened in 1997 in Scottsdale, Arizona and, as the concept grew, it was acquired by Benihana, Inc. in 2000. They currently have locations in 9 states, including Texas. There is another location at the Shops at Legacy in Plano, so this would be their second restaurant in the region.

Proposed Plan. The floor plan features a space of 4,712 square feet with an exterior patio of 1,110 square feet for a total of 5,822 square feet. They are planning to provide seating for 208.

Exterior Facades. The applicant is proposing a modern façade constructed of a variety of materials including perforated metal, corten, and stone.

Parking. The parking requirement for the Village on the Parkway is at a mixed-use ratio of one space per 250 square feet, regardless of use. The plans show the center will provide 2,240 spaces, which is 512 spaces over the required number. 500 of those additional spaces will be provided by the 4-level parking structure on the west end of the theater. Under the approved plan for the center, the parking spaces can be provided anywhere on the site, and do not have to be provided immediately in front of the

tenant's lease space. This 5,822 square-foot space will require 24 parking spaces, which are provided on the site.

I mentioned last month that staff would like to see additional retail tenants to provide the necessary mix of uses contemplated under the approved parking ratio. This is one of the restaurants that I was aware of when I made that statement and staff is comfortable with the amount of parking provided and its proximity to this location.

Landscaping. The landscaping at the center has been installed and inspected and is in compliance with the ordinance.

Food Service Code. The kitchen installation must meet all requirements of the Food Service Code. The Environmental Services Official has noted that the plans indicate a full-sized and good quality kitchen.

Fire and Building Code. Based on the occupancy, the building will have to be provided with fire sprinklers. This is a code requirement and does not need to be included as a condition.

Mechanical Equipment. The applicant should be aware that if any mechanical equipment is added to the roof of the restaurant, it must be screened from all adjacent properties. The screening mechanism shall be architecturally compatible, and the Building Official shall make the determination of "architecturally compatible".

Signs. 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. Since this restaurant is viewable from the public right of way to the west, 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.

RECOMMENDATION:

The Town is pleased to have RA Sushi come to Addison, and staff recommends approval of the request for a 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 conditions:

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

Respectfully submitted,

Charles Goff
Assistant to the City Manager

Land Use Analysis

Attributes of Success Matrix

RA Sushi Restaurant, 5100 Belt Line Road, Suite 216

1686-SUP

Attribute	Comment	Score
Competitive	This proposed restaurant will be a new restaurant for Addison and will help the Village on the Parkway become a destination for dining	
Safe	The project will be safe.	
Functional	The space will be functional. The property owner has been advised that additional retail tenants should be investigated to make the parking ratio successful long term, however that does not impact this use at this time.	
Visually Appealing	The restaurant will be visually appealing.	
Supported with Amenities	The site is in a very amenity-rich area.	
Environmentally Responsible	The site is part of larger redevelopment that is remodeling existing retail spaces and will provide a new, more energy efficient center. Landscaping has also been addressed in an environmentally responsible manner.	
Walkable	The project is extremely walkable.	
Overall Assessment	This is a good-quality restaurant and will be an asset to the Town.	



Case 1686-SUP/Ra Sushi
February 28, 2014

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5100 Belt Line Road, Suite 216, which property is currently zoned PD, Planned Development, through Ordinance 012-001, 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, subject to the following condition:

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

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

Voting Nay: none

Absent: none

Combined Meeting

R8

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1687-SUP/Taco Borracho. Public hearing, discussion, consider and take action regarding approval of an ordinance changing the zoning on property located at 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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 C&J Investments, LLC represented by Charles M. Love.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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, subject to the following conditions:

- The applicant shall not use any terms or graphic depictions that relate to alcoholic beverages in any exterior signs, except for the term “borracho” and only when used as part of the business’ name, “Taco Borracho.”
- This SUP does not constitute the Town’s consent, nor a grant of any right, to the extension of the patio into the right-of-way of the Town, and that the extension of the patio into the Town’s right-of-way may not occur unless and until the applicant (tenant) and the owner of the property has obtained from the Town the Town’s written consent to the extension.

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

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

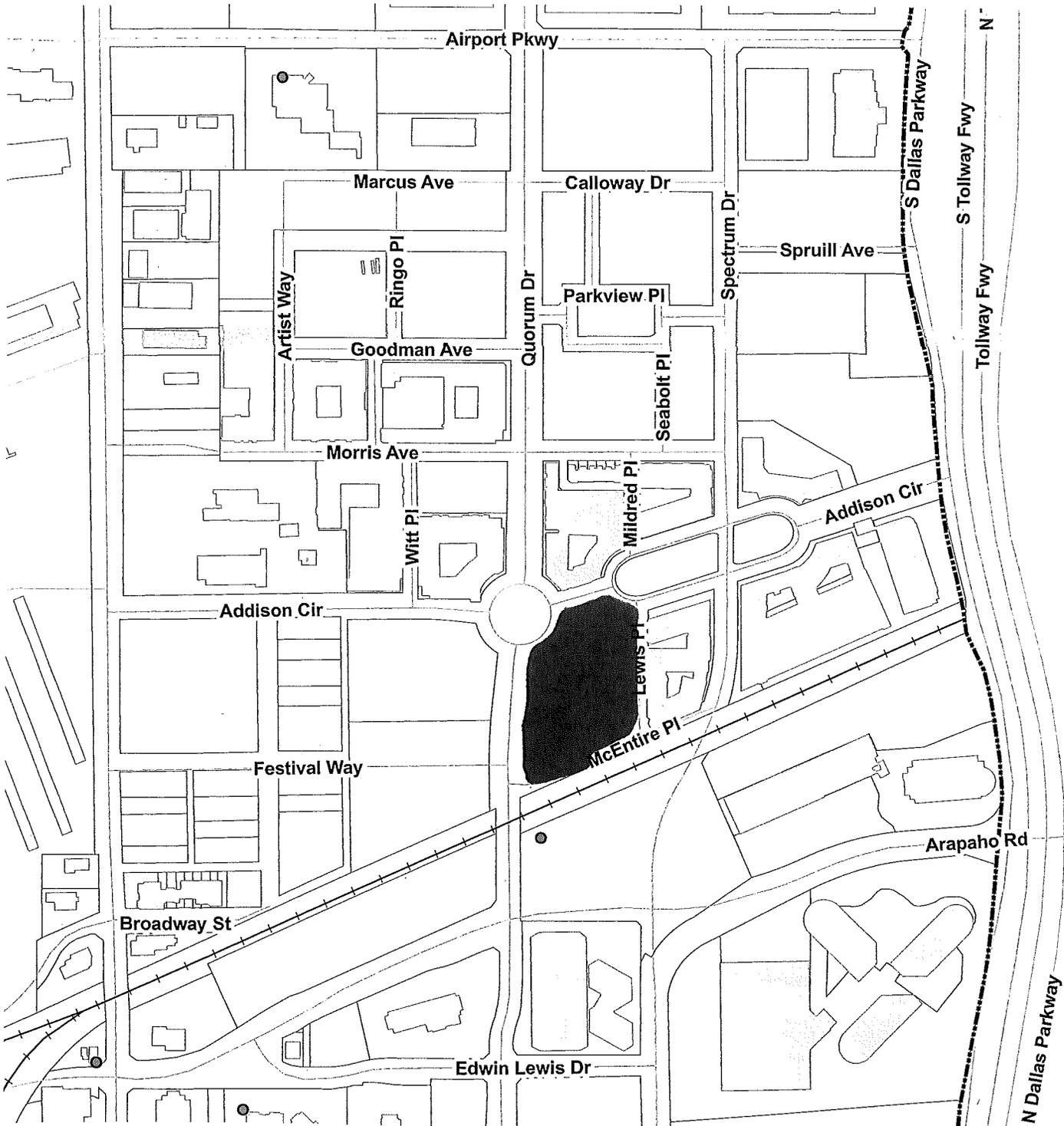
Administration recommends approval.

Attachments

Docket Map, Staff Report and Commission Findings

1687-SUP

PUBLIC HEARING Case 1687-SUP/Taco Borracho. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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 C&J Investments LLC represented by Charles M. Love



February 27, 2014

STAFF REPORT

RE: Case 1687-SUP/Taco Borracho

LOCATION: 5004 Addison Circle

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 only

APPLICANT: C&J Investments, LLC, represented by Mr. Charles M. Love.

DISCUSSION:

Background. This lease space is on the first floor of the building owned by Post Prosperities that is located immediately east of Addison Circle Park. This space has housed a variety of restaurant uses starting with Royal Spice in 1999. The most recent concept was Kahlo's Mexican Restaurant which closed in 2013.

Taco Borracho comes out of Dallas, with one other location located at 300 N. Akard Street in downtown. As the name suggests, it is a casual Mexican restaurant centered on tacos that is also proposing to serve alcohol. This operator is planning to expand the patio and to install a new awning, which trigger the need for a new SUP.

The existing patio is tucked under the upper floors of the building. This proposal would extend the patio approximately 5 feet 6 inches out from the edge of the building. The main complicating factor is that the property line runs along the edge of the building, so the new patio would encroach into Town owned right of way, which currently serves as a sidewalk. Staff met on site with Post Properties and Mr. Love to discuss his plans. Staff feels that allowing the expanded patio will increase the visibility of the site and create a more active environment, which has always been one of the goals for Addison Circle. The City Attorney is developing an agreement to allow the patio to encroach into the right of way, provided that if the Town needs to access anything in the right of way to make repairs, then we would have access and that any damage to restaurant property caused by the Town would be corrected at the owner's expense. In our meeting, Mr. Love and Post Properties indicated that they were amenable to this.

Proposed Plan. The existing floor plan features a total space of 3,829 square feet. The proposed patio extension would add about 290 square feet for a new total of 4,119 square feet. The plan indicates that seating for 160 will be provided.

Exterior Facades. The new restaurant will not be making any changes to the existing brick facade. The current canvas awnings would be replaced to provide sufficient coverage for the extended patio.

Parking. Addison Circle is zoned as an Urban Center District, which requires a parking ratio of 1 space per 70 square feet for restaurants. They are currently required to have 55 spaces. The extended patio will require an additional 5 spaces for a new total of 60 spaces. Parking for this restaurant is provided in the public parking spaces in the garage owned by Post Properties.

Landscaping. The landscaping around this site is in compliance with the ordinance.

Food Service Code. The kitchen installation must meet all requirements of the Food Service Code. The Environmental Services Official has noted that the plans indicate a full-sized and good quality kitchen.

Fire and Building Code. Based on the occupancy, the building will have to be provided with fire sprinklers. This is a code requirement and does not need to be included as a condition.

Mechanical Equipment. The applicant should be aware that if any new mechanical equipment is added to the roof of the restaurant, it must be screened from all adjacent properties. The screening mechanism shall be architecturally compatible, and the Building Official shall make the determination of "architecturally compatible".

Signs. 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.

RECOMMENDATION:

The Town is pleased to have Taco Borracho come to Addison, and staff recommends approval of the request for a 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 conditions:

- The applicant shall not use any terms or graphic depictions that relate to alcoholic beverages in any exterior signs.
- This SUP does not constitute the Town's consent, nor a grant of any right, to the extension of the patio into the right-of-way of the Town, and that the extension of the patio into the Town's right-of-way may not occur unless and until the applicant (tenant) and the owner of the property has obtained from the Town the Town's written consent to the extension.

Respectfully submitted,

Charles Goff
Assistant to the City Manager

Land Use Analysis

Attributes of Success Matrix

Taco Borracho Restaurant, 5004 Addison Circle

1687-SUP

Attribute	Comment	Score
Competitive	This proposed restaurant is a good operator, but previous restaurant uses have struggled in this location.	
Safe	The project will be safe.	
Functional	The space is functional as a restaurant , however the space has limited visibility from Quorum and has no parking immediately adjacent to the space.	
Visually Appealing	The restaurant will be visually appealing and consistent with the neighborhood.	
Supported with Amenities	The site is in a very amenity-rich area.	
Environmentally Responsible	The space is part of one of the premier new urbanist neighborhoods in the county.	
Walkable	The site is extremely walkable.	
Overall Assessment	This is a good-quality restaurant in a less than optimal location. The Town is hopeful that the expanded patio will help them be successful long term.	

Case 1687-SUP/Taco Borracho
February 28, 2014

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on February 27, 2014, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located 5004 Addison Circle, which property is currently zoned UC, Urban Center, 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, subject to the following condition:

- The applicant shall not use any terms or graphic depictions that relate to alcoholic beverages in any exterior signs, except for the term “borracho” and only when used as part of the business’ name, “Taco Borracho
- This SUP does not constitute the Town’s consent, nor a grant of any right, to the extension of the patio into the right-of-way of the Town, and that the extension of the patio into the Town’s right-of-way may not occur unless and until the applicant (tenant) and the owner of the property has obtained from the Town the Town’s written consent to the extension.

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

Combined Meeting

R9

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion, consider, and take action regarding a license or encroachment agreement to allow the current occupant (Taco Borracho Restaurant) and the owner of the property located within the Town at 5004 Addison Circle to use a portion of the public sidewalk and right-of-way adjacent to the property for an outdoor patio and extension of awnings.

FINANCIAL IMPACT:

N/A

BACKGROUND:

Taco Borracho, 5004 Addison Circle, is proposing to increase the size of the existing patio by extending it approximately 5 feet 6 inches out from the edge of the building. However, the property line runs along the edge of the building, so the new patio would encroach into Town owned right of way, which currently serves as a sidewalk.

Staff feels that pedestrian flow would not be impeded and that allowing the expanded patio will increase the visibility of the site and create a more active environment, which has always been one of the goals for Addison Circle. This agreement would formally allow the patio to encroach into the right of way provided that, if the Town needs to access anything in the right of way to make repairs, then the Town would have access and that any damage to restaurant property caused by the Town would be corrected at the owner's expense. In our meeting, both Taco Borracho and Post Properties indicated that they were amenable to this.

RECOMMENDATION:

Administration recommends approval.

Attachments

Encroachment Agreement

1. Incorporation of Recitals. The above and foregoing Recitals are true and correct and are incorporated herein and made a part of this Agreement for all purposes.

2. Grant of license. The City does hereby grant to Post and to Tenant a revocable license (a) to place and locate within and upon the Encroachment Area (shown on the attached Exhibit A) tables, chairs, and other business personal property that is customary and incidental to the operation of an outdoor café (the “Café Property”), and (b) to place and locate within the Encroachment Area and above the public sidewalk the Awnings as shown on the attached Exhibit B. In no event shall Post or Tenant cause any property located within the Encroachment Area to be affixed or located or placed in a permanent manner.

The license hereby granted is subject to and shall be used by Post and Tenant in accordance with the City Charter and with all applicable laws, rules, regulations, codes, policies, and standards of the City and of any other governmental entity having jurisdiction over the public street, right-of-way, and sidewalk (whether in effect on the Effective Date or adopted or enacted thereafter) (“Applicable Law”), and with the terms and conditions of this Agreement. In no event shall Post or Tenant have the right to use the Encroachment Area for any purpose other than as set forth in this Agreement, nor the right to use any portion of the public sidewalk, right-of-way and/or street that is outside of the Encroachment Area.

3. Term. This Agreement shall be in effect for a period of ten (10) years from and after the Effective Date, subject, however, to termination as set forth in paragraph 8 hereof.

4. Non-exclusive license. The license granted by this Agreement is not exclusive, and is subject and subordinate to: (a) the right of the City to use the Encroachment Area for any purpose, including the right to make any repairs, modifications, or other changes to the Encroachment Area; (b) any existing utility, drainage or communication facility located within, on, under, over, or upon the Encroachment Area and/or Addison Circle Drive; (c) all vested rights presently owned by any utility or communication company; (d) any existing license, lease, easement, or other interest heretofore granted by the City; (e) the terms and conditions of this License Agreement; and (f) Applicable Law.

5. Use, operation, maintenance.

(a) All use, operation, and maintenance of the Encroachment Area under this Agreement by Post and/or by Tenant shall be conducted and performed in such a manner so as not to interfere with the public use of any public sidewalk, right-of-way, or street or to create a dangerous condition on any public sidewalk, right-of-way, or street (including Addison Circle Drive). The City’s approval of any use, operation or maintenance of the Encroachment Area by Post and/or Tenant shall not and does not relieve Post and/or Tenant of all responsibility and liability for such use, operation and/or maintenance.

(b) The use, operation, and maintenance of the Encroachment Area by Post and by Tenant shall be conducted and performed in a safe, clean, and neat manner, as determined by the City, and the Encroachment Area shall be maintained by Post and Tenant in good condition, as determined by the City. Prior to instituting any maintenance or work on or within the Encroachment Area, Post and/or Tenant (as required by Applicable Law) shall secure from the City any necessary permits, including building and/or right-of-way permits. The City shall be the sole judge of the quality of the maintenance, and upon written notice from the City, by and through the

City Manager or the City Manager's designee, stating in general terms how and in what manner the maintenance is required, Post and/or Tenant shall perform such required maintenance. If Post or Tenant fail to do so, the City shall have the right (in addition to any other rights of the City provided for herein) to perform such maintenance, the cost of which shall be borne by Post and/or Tenant.

(c) In connection with this Agreement, (i) Post is and shall at all times be and remain responsible and liable for the acts and omissions of Post, its owners, directors, partners, managers, officers, employees, representatives, agents, contractors, consultants, licensees, guests, and invitees, and their respective owners, directors, partners, managers, officers, employees, representatives, agents, contractors, consultants, licensees, guests, and invitees, and (ii) Tenant is and shall at all times be and remain responsible and liable for the acts and omissions of Tenant, its owners, directors, partners, managers, officers, employees, representatives, agents, contractors, consultants, licensees, guests, and invitees, and their respective owners, directors, partners, managers, officers, employees, representatives, agents, contractors, consultants, licensees, guests, and invitees. The provisions of this subparagraph (c) shall survive the termination or expiration of this Agreement.

(d) The City has and shall at all times have the right to enter into, upon, under and over the Encroachment Area for any purpose whatsoever, including to make any modifications, repairs, or other changes to the Encroachment Area.

6. Insurance.

At all times in connection with this Agreement, Post and Tenant shall purchase and maintain in a company or companies lawfully authorized to do business in Texas such insurance coverages as set forth below:

1. Commercial General Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence and \$2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations (\$2,000,000 products/completed operations aggregate), and XCU (Explosion, Collapse, Underground) hazards. Coverage for products/completed operations must be maintained for at least two (2) years after any construction work has been completed. Coverage must be amended to provide for an each-project aggregate limit of insurance. An alternative would be to have separate limits for all lines of General Liability coverage for each project, and must include contractual liability, covering, but not limited to, the liability assumed under the indemnification provisions of this Agreement.

2. Worker's compensation at statutory (Texas) limits, including employer's liability coverage at minimum limits of \$1,000,000 each-occurrence each accident/\$1,000,000 by disease each-occurrence/\$1,000,000 by disease aggregate.

With reference to the foregoing insurance requirement, Post and Tenant shall specifically endorse applicable insurance policies as follows:

1. The Town of Addison, Texas shall be named as an additional insured with respect to all liability policies.

2. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions applicable to the claims of the Town of Addison.

3. A waiver of subrogation in favor of the Town of Addison, Texas, its officers, employees, and agents shall be contained in each policy required herein.
4. All insurance policies shall be endorsed to require the insurer to immediately notify the Town of Addison, Texas of any material change in the insurance coverage.
5. All insurance policies shall be endorsed to the effect that the Town of Addison, Texas will receive at least sixty (60) days' notice prior to cancellation or non-renewal of the insurance.
6. All insurance policies, which name the Town of Addison, Texas as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
7. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
8. Post and Tenant may maintain reasonable and customary deductibles.
9. Insurance must be purchased from insurers that are financially acceptable to the City and licensed to do business in the State of Texas.

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, delivered to Post and Tenant and the City prior to the commencement of the use of the Encroachment Area by Post and/or Tenant, and shall :

1. List each insurance coverage described and required herein. Such certificates will also include a copy of the endorsements necessary to meet the requirements and instructions contained herein.
2. Specifically set forth the notice-of-cancellation or termination provisions to the Town of Addison.

Upon request, Post and Tenant shall furnish the Town of Addison with complete copies of all insurance policies certified to be true and correct by the insurance carrier. The City has the right to review the insurance requirements contained herein and to adjust coverages and limits when deemed necessary and prudent by the City.

7. **Post's and Tenant's Indemnity Obligation.** Post and Tenant each covenant, agree to, and shall DEFEND (with counsel reasonably acceptable to the City), INDEMNIFY, AND HOLD HARMLESS the Town of Addison and the elected and appointed officials, and the officers, employees, agents, and representatives of the Town of Addison, Texas, individually or collectively, in both their official and private capacities (collectively, the "City Persons" and each a "City Person"), from and against any and all claims, liabilities, judgments, lawsuits, demands, harm, losses, damages, proceedings, suits, actions, causes of action, liens, fees, fines, penalties, expenses, or costs, of any kind and nature whatsoever made upon or incurred by the City or any other of the City Persons, or any of them, whether directly or indirectly, (the "Claims"), that arise out of, result from, or relate to: (i) the use,

occupancy, or maintenance of, or operation within, the Encroachment Area of the Café and/or the Awnings, (ii) any representations and/or warranties by Post and/or Tenant (as the case may be) under this Agreement, (iii) any personal injuries (including but not limited to death) to any Post Persons and/or Tenant Persons (as hereinafter defined) and any third persons or parties arising out of or in connection with Post's or Tenant's use, occupancy, or maintenance of, or operation within, the Encroachment Area, under this Agreement, and/or (iv) any act or omission under, in performance of, or in connection with this Agreement by Post and/or Tenant or by any of their respective owners, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, licensees, or any other person or entity for whom Post and/or Tenant is legally responsible, and their respective owners, directors, officers, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, and licensees (collectively, "Post/Tenant Persons"). SUCH DEFENSE, INDEMNITY AND HOLD HARMLESS SHALL AND DOES INCLUDE CLAIMS ALLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF ANY CITY PERSON, OR CONDUCT BY ANY CITY PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND. However, Post and Tenant's liability under this section shall be reduced by that portion of the total amount of the Claims (excluding defense fees and costs) equal to the City Person or City Persons' proportionate share of the negligence, or conduct that would give rise to strict liability of any kind, that caused the loss. Likewise, Post and Tenant's liability for City Person's defense costs and attorneys' fees shall be reduced by that portion of the defense costs and attorneys' fees equal to City Person or Persons' proportionate share of the negligence, or conduct that would give rise to strict liability of any kind, that caused the loss.

Post and Tenant shall promptly advise the City in writing of any claim or demand against any City Person related to or arising out of Post's and/or Tenant's activities under this Agreement and shall see to the investigation and defense of such claim or demand at Post's and Tenant's sole cost and expense. The City Persons shall have the right, at the City Persons' option and own expense, to participate in such defense without relieving Post and Tenant of any of its obligations hereunder. This defense, indemnity, and hold harmless provision shall survive the termination or expiration of this Agreement.

8. Termination. This Agreement and the license granted hereunder may be terminated:
 - (a) By the City:
 - (i) in the event either Post or Tenant fails to comply with any of the terms of this Agreement within ten (10) days after receipt of notice by Post and/or Tenant from the City of such failure to comply; or
 - (ii) if Tenant discontinues the use of the Property for the Restaurant, or abandons the use of the Encroachment Area for the purposes set forth herein; or
 - (iii) for any reason or for no reason whatsoever upon thirty (30) days' written notice by the City to Post or Tenant; or
 - (b) For any reason or for no reason whatsoever By Post and/or Tenant upon thirty (30) days' written notice by Post or Tenant to the City.

Upon the termination or expiration of this Agreement, Post and Tenant shall remove all Café Property, the Awnings, and any other equipment or other property of any kind whatsoever, and shall return the Encroachment Area to the condition it was in when Post and/or Tenant first occupied and/or used the Encroachment Area pursuant to this Agreement. At such time, there shall be no encroachments by either Post or Tenant into the Encroachment Area (or any other public sidewalk, right-of-way, or street). The obligations of this paragraph shall survive the termination or expiration of this Agreement.

9. Miscellaneous.

(a) *Assignment.* Neither Post nor Tenant shall, and neither has authority to, assign, sell, pledge, transfer, encumber, or otherwise convey (any of the foregoing, and the occurrence of any of the foregoing, a “Conveyance”) in any manner or form whatsoever (including by operation of law, by merger, or otherwise) all or part of its rights and obligations hereunder without the prior written approval of the City. Any Conveyance of any kind or by any method without the City’s prior written consent shall be null and void.

(b) *Independent Contractor.* Each of Post and Tenant are independent contractors, and nothing in this Agreement creates nor shall be construed to create an employer-employee relationship, a joint venture relationship, a joint enterprise, and each of Post and Tenant have and shall have exclusive control of and the exclusive right to control the details of their respective operations, and all persons performing same, and shall be solely responsible for the acts and omissions of its officers, agents, servants, employees, contractors, subcontractors, licensees, guests, and invitees.

(c) *Notices.* Any notice, correspondence, or statement required to be given or delivered hereunder, or otherwise given or delivered in connection with this Agreement, shall be in writing and shall be deemed to have been properly given for all purposes (i) if sent by a nationally recognized overnight carrier for next business day delivery, on the first business day following deposit of such notice with such carrier unless such carrier confirms such notice was not delivered, then on the day such carrier actually delivers such notice, or (ii) if personally delivered, on the actual date of delivery, or (iii) if sent by certified U.S. Mail, return receipt requested postage prepaid, on the third business day following the date of mailing. Addresses for any such notice, statement and/or report hereunder are as follows:

To the City:

Town of Addison, Texas
5300 Belt Line Road
Dallas, Texas 75254
Attn: City Manager

To Post:

Attn: _____

To Tenant:

Attn: _____

The addresses and addressees for the purpose of this paragraph may be changed by giving notice of such change in the manner herein provided for giving notice.

(d) *Governing Law; Venue.* This Agreement and performance hereunder shall be governed by and construed in accordance with the laws of the State of Texas, without regard to choice of laws rules of any jurisdiction. Any and all suits, actions or legal proceedings relating to this Agreement shall be maintained in the state or federal courts of Dallas County, Texas, which courts shall have exclusive jurisdiction for such purpose. Each of the parties submits to the exclusive jurisdiction of such courts for purposes of any such suit, action, or legal proceeding hereunder, and waives any objection or claim that any such suit, action, or legal proceeding has been brought in an inconvenient forum or that the venue of that suit, action, or legal proceeding is improper.

(e) *Severability.* The terms, conditions, and provisions of this Agreement are severable, and if any provision of this Agreement shall be held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby.

(f) *Headings; "Includes".* Paragraph headings are for convenience only and shall not be used in interpretation of this Agreement. For purposes of this Agreement, "includes" and "including" are terms of enlargement and not of limitation or exclusive enumeration, and use of the terms does not create a presumption that components not expressed are excluded.

(g) *Binding Agreement; No Third Party Beneficiaries.* This Agreement shall be binding on and inure to the benefit of the parties, their respective permitted successors and permitted assigns. This Agreement and all of its provisions are solely for the benefit of the parties hereto and do not and are not intended to create or grant any rights, contractual or otherwise, to any third person or entity.

(h) *No Waiver of Immunity.* Notwithstanding any other provision of this Agreement, nothing in this Agreement shall or may be deemed to be, or shall or may be construed to be, a waiver or relinquishment of any immunity, defense, or tort limitation to which the City, its officials, officers, employees, representatives, and agents are or may be entitled, including, without limitation, any waiver of immunity to suit.

(i) *Rights, Remedies; Waiver.* Except as set forth in or otherwise limited by this Agreement, the remedies and rights set forth in this Agreement: (a) are and shall be in addition to any and all other remedies and rights either party may have at law, in equity, or otherwise, (b) shall be cumulative, and (c) may be pursued successively or concurrently as either party may elect. The exercise of any remedy or right by either party shall not be deemed an election of remedies or rights or preclude that party from exercising any other remedies or rights in the future. Any rights and remedies either party may have with respect to the other arising out of this Agreement shall survive the expiration or termination of this Agreement. All waivers must be in writing and signed by the waiving party.

(j) *Entire Agreement; Amendment.* This Agreement represents the entire and integrated agreement between the City, Post and Tenant with regard to the matters set forth herein and

supersedes all prior negotiations, representations and/or agreements, either written or oral. Any amendment or modification of this Agreement must be in writing and signed by authorized representatives of each of the City, Post and Marcus or it shall have no effect and shall be void.

(k) *Authorized Persons.* The undersigned representatives of the parties hereto are the properly authorized persons and have the necessary authority to execute this Agreement on behalf of the respective parties hereto.

SIGNED by the parties on the dates set forth below, and this Agreement shall be effective as of the Effective Date set forth above.

TOWN OF ADDISON, TEXAS

**POST ADDISON CIRCLE LIMITED
PARTNERSHIP**

By: _____
Lea Dunn, City Manager

By: _____

Its: _____

ATTEST:

By: _____
Matt McCombs, City Secretary

By: _____

Its: _____

EXHIBIT A

[depiction of the Property lying adjacent to/abutting public sidewalk/right-of-way/street; depiction of Encroachment Area]

EXHIBIT B

[depiction of Awnings and their location]

Combined Meeting

R10

Meeting Date: 03/11/2014

Council Goals: Create a vision for the airport to maximize the value

AGENDA CAPTION:

Presentation and discussion regarding the Addison Airport Master Plan committee make up, selection process, and schedule.

FINANCIAL IMPACT:

N/A

BACKGROUND:

Staff will brief the City Council on the purpose of the Addison Airport Master Plan committee, the make up of the committee, and the schedule for the Master Plan. The City Council will be asked to appoint two citizen members to the committee. The action item for the selection will be on the March 25, 2014 agenda.

RECOMMENDATION:

Combined Meeting

R11

Meeting Date: 03/11/2014

Council Goals: Infrastructure improvement and maintenance
Implement bond propositions

AGENDA CAPTION:

Discussion, consider, and take action regarding a resolution authorizing the City Manager to execute property purchase agreements in an amount equal to or less than the appraised value with the property owners of parcels affected by the undergrounding of the utilities along Belt Line Road.

FINANCIAL IMPACT:

The purchase of the property will be funded in the 2012 bond program for improvements to Belt Line Road.

BACKGROUND:

In 2012, the citizens of Addison approved bonds to fund the undergrounding of the utilities on Belt Line Road. The design of the improvement is complete and the bids are due on March 4, 2014.

The project will require the acquisition of parcels of property along the roadway that consist, for the most part, of small areas to expand the current right-of-way or to accommodate the switch gear and transformer equipment needed for the project.

The appraisals for those pieces have begun and several have been finalized. The next step will be to make the offer to the property owner for the purchase of the easement or the property as a fee simple acquisition. In order to shorten the time needed to complete the purchases, staff recommends that the council authorize the City Manager to sign the purchase documents for the properties for which the property owner has agreed to the appraised value (or a lesser amount) as the purchase price. If the property owner does not agree to the appraised value (or lesser amount) and a negotiated purchase price is agreed upon, these purchases would be brought forward for Council's consideration and approval.

RECOMMENDATION:

Administration recommends approval.

Resolution

TOWN OF ADDISON, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH INSTRUMENTS ON BEHALF OF THE CITY AS MAY BE NECESSARY FOR THE CITY TO ACQUIRE AN INTEREST IN CERTAIN REAL PROPERTY FOR THE PUBLIC USE OF, AMONG OTHERS, IMPROVEMENTS TO BELT LINE ROAD; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Addison, Texas (the “City”) desires to improve Belt Line Road by causing overhead utility lines located along Belt Line Road from Marsh Lane to Dallas Parkway to be placed underground, and the process to do so for the portion of Belt Line Road between Marsh Lane and Midway Road has been initiated and is underway; and

WHEREAS, while most of the overhead utility line relocation will occur within the existing public right-of-way, public easements, and other public property interests available to the City for that public use and purpose, there are some instances that will require the City to obtain from the owner of real property that abuts or lies adjacent to Belt Line Road the right to use a portion of that property for one or more public uses, including the improvement of Belt Line Road; and

WHEREAS, the acquisition of any such portions may require, in some instances, the expenditure of public funds, the amount of which may be determined by a written appraisal prepared in accordance with law, and if any such acquisition is mutually agreeable to the property owner and the City, the City Council desires to authorize the City Manager to complete such acquisition and to expend therefor an amount not exceeding the amount of a written appraisal.

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

Section 1. If a property owner as described in the Recitals above and the City reach a mutual agreement regarding the City’s acquisition of a portion of the property owner’s real property for one or more public uses, including the improvement of Belt Line Road, as described above, which agreement may include the payment by the City for the portion acquired and amounts related thereto, the City Manager is hereby authorized to execute, on behalf of the City, such instruments as may be necessary or required to document and to consummate the agreement and to cause the expenditure of City funds for such acquisition and related costs, provided the amount expended for such acquisition does not exceed the amount of a written appraisal obtained by City that is applicable to such portion.

Section 2. The above and foregoing recitals are true and correct and are incorporated into and made a part of this Resolution.

Section 3. This Resolution shall take effect from and after its passage and approval.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this the _____ day of March, 2014.

Todd Meier, Mayor

ATTEST:

By: _____
Matt McCombs, City Secretary

APPROVED AS TO FORM:

By: _____
John Hill, City Attorney

Combined Meeting

R12

Meeting Date: 03/11/2014

Council Goals: Create a vision for the airport to maximize the value
Infrastructure improvement and maintenance

AGENDA CAPTION:

Presentation, discussion, consider and take action on a resolution authorizing the City Manager to enter into a Texas Department of Transportation agreement for the design of the reconstruction of Taxiway Victor at Addison Airport estimated to be in the amount of \$180,000 and the reconstruction of Taxiway Victor estimated to be in the amount of \$1,830,000, and recognizing the Town's responsibility to pay for 10% of those amounts.

FINANCIAL IMPACT:

The 10% (\$18,000) local match is budgeted in the Airport Fund.

BACKGROUND:

TxDOT Aviation has notified the Town that they are ready to begin the approval process for a grant for the design of the reconstruction of Taxiway Victor at Addison Airport. The estimated cost of the reconstruction is \$1,830,000. That amount will be updated once design is complete. Design costs are estimated to be \$180,000. The Town's local match is \$18,000. There are sufficient funds in the Airport Fund for this budgeted expense. Once the construction amount is confirmed, TxDOT will send notification for the remainder of the local amount. This resolution covers both the design and construction local match commitment.

The project will kick off the Airport's engineer of record solicitation. Garver has been the airport's engineer for over five years and has performed exceptionally well. Airports are required to recompete the engineer selection each five years. The Town will be in charge of the selection of the engineer, but TxDOT will issue the advertisement and will collect the proposals. They will assist the selection committee, but the Town will make the final decision on the selected firm.

RECOMMENDATION:

Administration recommends approval.

Attachments

Certification of Project Funds

Consultant Selection Committee

Designation of Sponsor Representative
Resolution

TOWN OF ADDISON, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS AUTHORIZING AND DIRECTING THE CITY MANAGER, ON BEHALF OF THE TOWN, TO EXECUTE AGREEMENTS WITH THE STATE OF TEXAS, REPRESENTED BY THE TEXAS DEPARTMENT OF TRANSPORTATION, IN CONNECTION WITH IMPROVEMENTS TO TAXIWAY VICTOR AT ADDISON AIRPORT; RECOGNIZING THAT THE TOWN WILL BE RESPONSIBLE FOR THE PAYMENT OF 10% OF THE IMPROVEMENTS PROJECT COSTS; DESIGNATING THE TEXAS DEPARTMENT OF TRANSPORTATION AS THE AGENT FOR THE TOWN FOR THE IMPROVEMENTS PROJECT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Addison, Texas (the “City”) intends to make certain improvements to the Addison Airport (the “Airport”); and

WHEREAS, the Airport improvements project is generally described as reconstruction and drainage improvements to Taxiway Victor; and

WHEREAS, the City has requested financial assistance from the Texas Department of Transportation for these improvements; and

WHEREAS, the City will be responsible for 10% of the total project costs, with the total project costs currently estimated to be \$180,000 for engineering and design and \$1,830,000 for construction and related costs, or a total of \$2,010,000; and

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

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

Section 1. The Town of Addison, Texas hereby authorizes and directs the City Manager to execute on behalf of the City all contracts and agreements with the State of Texas, represented by the Texas Department of Transportation, and such other parties as shall be necessary and appropriate for the implementation of the improvements to the Addison Airport.

Section 2. The above and foregoing recitals are true and correct and are incorporated into and made a part of this Resolution.

Section 3. This Resolution shall take effect upon its passage and approval.

PASSED AND APPROVED by the Council of the Town of Addison, Texas this the 11th day of March, 2014.

Todd Meier, Mayor

ATTEST:

By: _____
Matt McCombs, City Secretary

APPROVED AS TO FORM:

By: _____
John Hill, City Attorney

Combined Meeting

R13

Meeting Date: 03/11/2014

Council Goals: Create a vision for the airport to maximize the value

AGENDA CAPTION:

Presentation, discussion, consider, and take action authorizing the City Manager to sign a U.S. Customs and Border Protection Office of Information and Technology User Fee Airport Cost Sign-Off Document in the estimated amount of \$45,308.74, to be included in the FY2015 budget.

FINANCIAL IMPACT:

The final amount of the IT upgrade will be budgeted in the FY2015 Airport Fund.

BACKGROUND:

The U.S. Customs and Border Protection (CBP) recently notified the Town that they will be performing a mandatory Information Technology refresh during FY2014 at each of their User Fee airports. A User Fee Airport is an airport that has been approved by the Commissioner of Customs and Border Protection to receive, for a fee, the services of a CBP officer for the processing of aircraft entering the United States and their passengers and cargo. In order to maintain the User Fee Airport status, the Town is obligated to pay all expenses of the CBP officer. These costs consist of, for the most part, office equipment and supplies, and office space rental.

The availability of the CBP officer on the airport is an important service that is provided to our international customers. On an annual basis, there are approximately 660 international flights cleared by the CBP officer.

The estimated amount of the refresh is \$45,308.74, with a monthly recurring charge of \$578.27, which is a \$100 increase over the previous amount.

CBP anticipates that it will take 4-6 months to order the equipment and have it shipped and installed at the airport. Approximately 90 days after installation, CBP will issue an invoice for the actual costs for the equipment installed that will not exceed the estimate of \$45,308.74.

Therefore, this will be included in the FY2015 airport budget for council's consideration during the budget process.

RECOMMENDATION:

Administration recommends approval.

Attachments

CBP Notification Letter

CBP Cost Estimate



**U.S. Customs and
Border Protection**

JAN 2 2014

Mr. Joel Jenkinson
Airport Director
Addison Airport
4300 Westgrove Drive
Addison, Texas 75001

Information Technology Equipment Refresh

Dear Mr. Jenkinson:

U.S. Customs and Border Protection (CBP) maintains an official presence at Addison Airport in Addison, Texas. I was recently notified by our Office of Information Technology (OIT) that a mandatory refresh will be performed during Fiscal Year (FY) 2014 at each of our User Fee and Express Consignment Courier Facilities/Hubs.

I am writing to provide you early notification of this pending equipment refresh to enable you to begin to budget for the costs of the new equipment which need to be reimbursed to CBP upon installation. This refresh may require an upgrade of the circuit router, Local Area Network (LAN) switch replacement and overall equipment refresh to be compliant with current CBP Information Technology Standards. For more recent facilities and depending on when the last technology refresh occurred, the General Aviation Facility at your location may need a full or a partial refresh.

Within the next 2-3 months, CBP will forward to you an estimate for your review and signature prior to ordering any of the new equipment. We anticipate it will take 4-6 months to order the equipment and have it shipped and installed at your facility. Approximately 90 days after installation, CBP will issue an invoice for actual costs for the equipment installed (not to exceed the signed estimate) for reimbursement to CBP as required in the User Fee Memorandum of Agreement or per Title 19 of the Code of Federal Regulations (CFR) Part 128.11(b)(7)(iii) for Express Consignments.

I appreciate your cooperation and support as we go through this upgrade to ensure the security and operational efficiency of our equipment continues to enable our officers to provide the best support and services to our teaming partners.

Sincerely,

A handwritten signature in black ink, appearing to read "Judson W. Murdock II".

Judson W. Murdock II
Director, Field Operations
Houston Field Office

**U.S. Customs and Border Protection
Office of Information & Technology
User Fee Airport
Cost Sign-Off Document***

(*Actual costs will be derived from actual obligations)

This is a Rough Order of Magnitude Estimate.

Final costs will be determined once the network designs are completed

Site: ADI005A - Addison Airport

Date Prepared: 01/21/2014

Preparer: Donald R Mitchell

Line Item	Description	Qty	Unit Cost	Total
Equipment Costs				
1	<p>Cisco Catalyst 3750X 24-port POE+, Layer-3, Stackable Switch (BRAND NAME or EQUIVALENT) with 24x7x4 support and the following: WS-C3750X-24P-S Catalyst 3750X 24 Port PoE IP Base 2 S375XVK9T-12258SE CAT 3750X IOS UNIVERSAL WITH WEB BASE DEV MGR 2 C3750X-24 IP Base to IP Services factory IOS Upgrade CAB-STACK-50CM Cisco StackWise 50CM Stacking Cable 2 CAB-SPWR-30CM Catalyst 3750X Stack Power Cable 30 CM 2 CAB-3KX-AC AC Power Cord for Catalyst 3K-X (North America) 4 CAB-3KX-AC AC Power Cord for Catalyst 3K-X (North America) 4 C3KX-PWR-715WAC Catalyst 3K-X 715W AC Power Supply 2 C3KX-PWR-715WAC/2 Catalyst 3K-X 715W AC Secondary Power Supply 2 C3KX-NM-1G Catalyst 3K-X 1G Network Module CON-SNTP-3750X4FS SMARTNET 24X7X4 Catalyst 3750X 24 Port Full PoE IP Base</p>	1	\$12,500.00	\$12,500.00
2	<p>Dell Optiplex 9010 USV10PRNT.21223-I(USV10PRNT) Desktop (BRAND NAME or EQUIVALENT) Standard Workstation Desktop (US Visit Config); Standard Desktop Requirements - Desktop or Mini Tower; • Ships from factory preset to Energy Star 5.2 Cat A, B, C, or D rating. In accordance with Executive Order (E.O.) 13423, Part 23 of the Federal Acquisition Regulation (FAR), and Department of Homeland Security Management Directive 025-01 Sustainable Practices for Environmental, Energy and Transportation Management and Executive Order 13514 Federal Leadership in Environmental, Energy, and Economic Performance, Section 2(h)(i), requires agencies to promote "electronics stewardship" by: 1. Ensuring procurement preference for EPEAT-registered electronic products; 2. Establishing and implementing policies to enable power management, duplex printing, and other energy-efficient or environmentally preferable features on all eligible agency electronic products; 3. Employing environmentally sound practices with respect to the agency's disposition of all agency excess or surplus electronic products; 4. Ensuring the procurement of Energy Star and FEMP designated electronic equipment; and</p>	3	\$1,325.00	\$3,975.00

Line Item	Description	Qty	Unit Cost	Total
	<p>5. Implementing best management practices for energy-efficient management of servers and Federal data centers Manufacturer must meet EPEAT Silver certification at a minimum with progress towards Gold certification. EPEAT Gold Certification is preferred.</p> <ul style="list-style-type: none"> • ATX, or BTX chassis, with power supply and motherboards uniquely designed to manage heat throughout the system. • Thermal-management technology using variable speed fans for additional cooling, while using less power and generating less noise. • Thermal Sensor — Measures the incoming ambient air temperature to appropriately control internal cooling and helps improve thermal reliability. • Power Supply: Desktop Base Minimum 88 % Efficient, 250W Power Supply, AC Input Voltage Range of 100 to 240 VAC, AC Input Frequency of 47HZ/63 Hz, 255W AC Input Voltage Range of 100 to 240 VAC AC Input Frequency of 47HZ/63 Hz, 305W AC Input Voltage Range, (80 PLUS Gold); ENERGY STAR 5.2 compliant, Active PFC • EPEAT Registered11, CECP, WEEE, Japan Energy Law, S Korea Estandby, South Korea Eco-label,EU RoHS, China RoHS <p>Processors: • Intel® Core™ i5 (3470, 3570, 3550S) Or Better Chipset: • Intel® Q77 Express Chipset or Better Memory: • Minimum 4GB DDR3 SDRAM at 1600Mhz - 4 slots with 2 empty usable memory slots available Hard Drive: • Minimum 250GB SATA 3.0Gb/s and minimum 8MB Data Burst Cache or SSD If Available Video Card: • AMD RADEON™ HD 7470 1GB DDR3 DP/DVI w/VGA & DVI Adapters,FH ; • Dual DVI and VGA support up to 2 monitors. • Must be capable of up to 1680 X 1050 resolutions and 1024 X 768 standard; • Quad monitor support (optional) (uses nVidia NVS420 for 4xVGA or 4xDVI Floppy Drive: • 3.5 inch, 1.44MB, Floppy Drive (Optional) Or External USB Floppy Drive As Needed Optical Drive: • DVD+/-RW; DVD-ROM; Capable of Read and Write for both CD and DV, • Dell 19 in 1 Media Card Reader (MT & DT only) (optional) Network Card: • Integrated Intel® 82579LM Ethernet LAN 10/100/1000 or Better, • Wake On LAN capable. Power Management: • Able to set power on Everyday or Weekdays at the time set in Auto Power Time, • Able to set Low Power Consumption Mode on/off to conserve power. • Able to set different Power Suspend Modes to conserve power (Monitor, CPU, Hard Drive). • System can be powered up remotely from Power Suspend, Off, or Low Power Consumption Mode.</p> <p>Sound Card: • Integrated Intel High Definition Audio Keyboard and Mouse: • USB 104 Key Smart Card Keyboard (w/PIV Reader); USB Optical Mouse Port Connectors: • 4 External USB 3.0 ports (2 front, 2 rear) and 6 External USB 2.0 ports (2 front, 4 rear) and 2 Internal USB 2.0 • 1 RJ-45 (NIC); 1 Serial; 1 VGA; 2 DisplayPort; 2 PS/2; 2 Line-in (stereo/microphone), 2 Line-out (headphone/speaker), • Parallel/Serial port support; • FireWire 1394a PCIe card • External SATA Port Expansion Slots: • 1 half height PCIe x16; • 1 half height PCIe x16 (wired x4); • 1 half height PCIe x1; • 1 half height PCI; • Firewire card may use one of these slots as needed.</p>			

Line Item	Description	Qty	Unit Cost	Total
	<p>2. Security: • Trusted Platform Module version 1.2; • Chassis lock slot support, Chassis Intrusion switch (can notify helpdesk, logs when chassis is opened), Setup/BIOS Password; • I/O Interface Security, Intel® Trusted Execution Technology,; • Intel® Identity Protection Technology, Intel® Ant-Theft Technology, KACE Sec., BIOS support for Computrace (optional). Features: • BIOS flash upgrade capability must be provided; • Toolless design case, all parts except motherboard can be serviced and swapped without tools. Power supplies, disks, cards, optical drives, fans all serviceable without tools; • Raid 0 or 1 for additional performance or data protection; • BIOS multi-level security settings, including Administrator password, System boot password, BIOS password; • Ability to store Asset tag or other tracking number in BIOS (this is in addition to the service tag stored in BIOS); • Ability to override password reset jumper (if machine is lost/stolen, can't just pull jumper to reset BIOS passwords); • Ability to integrate system management with in-house tools, including ability to remotely manage BIOS updates and BIOS settings; • LED diagnostic Lights on front chassis to assist Helpdesk with diagnosis/Troubleshooting/service dispatch (bad DIMM, Hard disk, NIC, CPU, graphics card, BIOS, etc.); • Internal Business audio speaker.</p> <p>Services: • 3 Years Basic Support: Next Business Day Parts and Labor Onsite Response; • Hardware Documentations, Manufacture Applications and Drivers provided via CD or DVD; • Hard Drive Retention Service (No RMA of failed drives); • Vendor must host their own manuals, drivers and applications for download. (No link to third party website); • Global service and support.; • Must be able to provide roadmap review every 6 months. OEM Operating Systems: • Windows 7 Professional (32bit and 64bit); • Capable to downgrade to Windows XP as needed; Core Applications on CBP Image will be loaded by CBP post delivery Applications to be installed by CBP post delivery: • Microsoft Office 2010; • Microsoft Visio Viewer 2007; • Adobe Reader 10; • Adobe Flash 10.X; • Shockwave Player 11.X; • McAfee Antivirus Client 8.7i; • Microsoft .NET Framework</p>			
3	<p>Dell 2212h, 22 inch w/Built in Privacy filter or Equal 22-inch Wide Screen Flat Panel 1920 X 1080 pixel resolution or Equal • 1000:1 / 2000000:1 (dynamic) contrast ratio • 5ms (black -to-white) response time for crisp images • 170 degree horizontal and 160 vertical viewing angle • 3-year Advance Exchange Warranty • Sound Bar Speakers compatible with P2212 Monitor above Or Equal (mounts to monitor) • 22" Matching size PRYINGEYES WIDESCREEN Frameless Privacy Filter for Monitor • 3 Yr Warranty</p>	3	\$350.00	\$1,050.00

Line Item	Description	Qty	Unit Cost	Total
4	L-Scan Guardian V (BRAND NAME or EQUIVALENT) Dimensions 6" x 6" x 4.7" (152 mm x 152 mm x 120 mm) Weight 4.0 lbs. (1.8 kg) Sealed, rugged case with high tolerance for shock and vibration Rubber overmold for sure handling and shock absorption Lighted platen power status indicator Green illuminated pictograms guide the user through image capture Auto capture feedback through four LED lights indicating image quality Heated platen to eliminate condensation and halo effect Single cable IEEE 1394 interface for data and power, 400 Mb/s speed, OHCI compliant – no separate power supply needed Accepts standard security cable Optional ambient light shield for use in direct sunlight. Firewire interface Metal Plate and screws for bracket installation (Identifier Part A: 920098-002)	1	\$4,500.00	\$4,500.00
5	Crossmatch L-Guarding 10 print finger print scanner mounts for US Visit	1	\$500.00	\$500.00
6	3M Passport Reader, Model AT9000 (BRAND NAME or EQUIVALENT)	1	\$2,500.00	\$2,500.00
7	Microsoft HD-5000 WebCam	1	\$150.00	\$150.00
8	Ledco Flex Arms for camera compliant with the Logitech 900: 1-prong universal base 1-12" Flex Arm; 1-3" Aluminum Extension; 1-6" Aluminum Extension; 4- Automotive grade zip ties	1	\$100.00	\$100.00
9	Dell Color LaserJet 7130cdn Printer or equivalent; 27color/27 black PPM; 600x600dpi w/HP ImageREt 3600; 120,000 monthly volume; 2 paper trays standard; 160MB RAM standard, 544MB max; 256MB memory upgrade; Installation of Memory into printer; JetDirect 620n 10/100 network card; 1 year onsite warranty; Patch Cable - 10' with RJ-45 Connector; 10' IEEE 1284 Parallel cable; A to C Connection; APC Professional Surge Arrest Supervisor and Network Printers I-94, Supervisor and Network Printers	1	\$900.00	\$900.00
10	APC (Brand Name or Equivalent) Surge Protector, number of outlets - 6; Receptacle Style NEMA 5-15r; input: nominal input voltage 120V, frequency 50/60 HZ +/- 5 HZ (auto sensing). Input connections NEMA 5-15P; maximum line current per phase 15Amps; Cord length 1.83 meters; surge protection and filtering; surge energy rating 490 Joules eP Joules Rting 1080 EMI/RFI noise rejection (100 kHz to 10 MHz) 20 dB peak current national mode 10kAmp peak current common mode 20 kAmps let through voltage rating <330 power strips for all workstations and printers	5	\$14.00	\$70.00
11	10% Cost Contingency for Equipment	1	\$2,624.50	\$2,624.50
Total Equipment Cost:				\$28,869.50
Circuit Costs:				
12	Verizon 1xT1 Circuit Non Recurring Router Replacement Cost (Installation) - ESTIMATED	1	\$9,500.00	\$9,500.00
13	Verizon T-1 NEW Monthly Recurring Costs (Current Cost = \$478.27)	12	\$578.27	\$6,939.24
Total Annual Circuit Costs:				\$16,439.24
Travel / Installation Costs:				
14	Travel for Data Engineers	0	\$3,000.00	\$0.00
Total Travel Costs:				\$0.00
TOTAL ESTIMATED INITIAL EQUIPMENT AND SERVICES COSTS				\$45,308.74

Line Item	Description	Qty	Unit Cost	Total
<i>Annual Service Costs:</i>				
15	Verizon T-1 NEW Monthly Recuring Costs (Current Cost = \$478.27)	1	\$6,939.24	\$6,939.24
Total Estimated Annual Service Costs				\$6,939.24

Acceptance

By signing below, I accept any and all costs associated with the purchase and installation of equipment itemized above.

Authority Signature	Date
Authority Printed Name	
Phone/Email Address	

Combined Meeting

R14

Meeting Date: 03/11/2014

Council Goals: Mindful stewardship of Town Resources.

AGENDA CAPTION:

Presentation and discussion regarding the Department of Finance Quarterly Financial Review of the Town for the quarter and year-to-date ended December 31, 2013.

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.

RECOMMENDATION:

Attachments

Q1 Fy 2014 Report

Department of Finance
Quarterly Review

For the Period Ended December 31, 2013

*Town of Addison
December 2013*

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How to Read This Document

Welcome!

The information attached is the internal City of Addison's quarterly review document for the period ending December 31, 2013. This document has been specially prepared to help the reader understand the year-to-date performance of the City's major funds.

Report Format

The document is divided into three major sections: Introduction, Financial and Appendices. The Introduction section contains the Memorandum to the City Manager from the Chief Financial Officer, which summarizes the revenue/expenditure activity for the City's five major funds (General, Hotel, Airport, Utility, Stormwater), as well as a report on the cash and investments for the period. This section also contains the executive dashboards, which are graphical illustrations used to organize and display key performance indicators.

The Financial section displays the quantitative aspects of the City's organization. Like many local governments, the City uses the fund method of accounting. Simply stated, a fund is a unit 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 the majority of the City's operations, such as Police, Fire, and Parks. Financial statement summaries, including the adopted 2013-2014 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 period. 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 City's collateral summary.

Finally, additional relevant information is presented in the appendices section of the document, and is used to more fully describe appropriate detail not included in the quarterly review. Currently, these attachments represent investment data from the City'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 and a glossary of terms.

Executive Dashboard – 1st Quarter, 2014 Fiscal Year

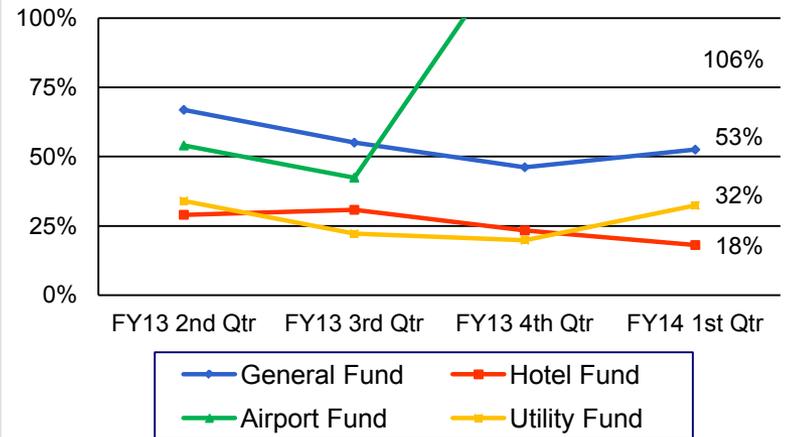
Financial Indicators

Overall Fund Outlook:



Key Revenue Sources	FY14 Budget	Actual through 12/31/13	% Annual Budget
Ad Valorem Taxes	\$ 11,624,270	\$ 2,714,622	23.35%
Non-Property Taxes	\$ 13,035,000	\$ 3,856,240	29.58%
Hotel Tax	\$ 4,922,495	\$ 1,118,249	22.72%
Franchise Fees	\$ 2,627,000	\$ 690,606	26.29%
Service/Permitting/License Fees	\$ 2,183,500	\$ 430,237	19.70%
Rental, Interest and Other Income	\$ 229,000	\$ 112,752	49.24%
Fuel Flowage Fees	\$ 724,840	\$ 201,431	27.79%
Water and Sewer Charges	\$ 10,088,450	\$ 1,689,369	16.75%

Ending Fund Balance - Four Major Funds



Key Expenditures	FY14 Budget	FY14 YTD 12/31/13	% Annual Budget
General Fund	\$ 31,477,439	\$ 6,804,742	21.62%
Hotel Fund	\$ 6,919,799	\$ 1,343,893	19.42%
Economic Development	\$ 788,490	\$ 95,811	12.15%
Airport Operations	\$ 4,380,222	\$ 843,042	19.25%
Utility Operations	\$ 8,190,979	\$ 1,577,624	19.26%

Q1 FY14 Budget Amendments:

Amendments	Amount	Fund
N/A		

Executive Dashboard – 1st Quarter, 2014 Fiscal Year

Financial Indicators

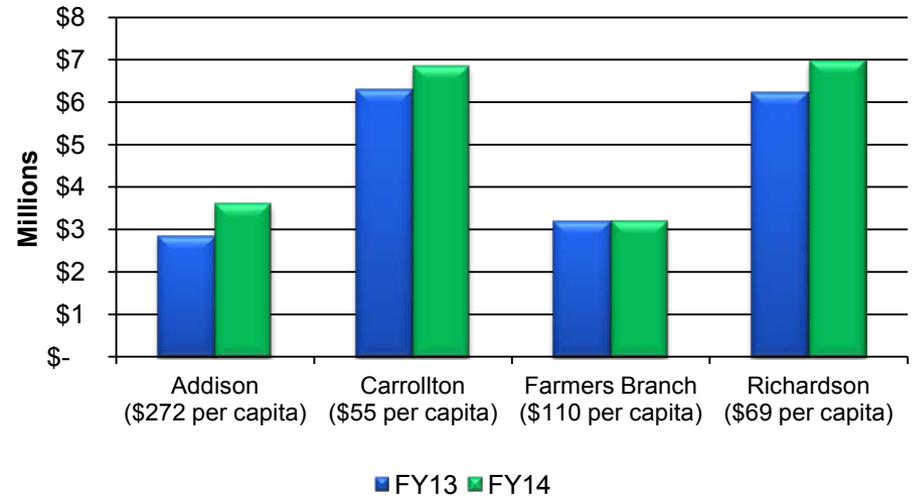
Personnel Information:

	1st Qtr	Y-T-D
New Hires:		
Non-Benefitted Positions	3	3
Part-Time Positions	6	6
Full-Time Positions	-	-
Terminations	7	7

Economic Development Incentives:

Executed Agreements	Amount Paid FY14	Total Incentives Committed
9	\$0	\$455,000

YTD Sales Tax Comparison



Executive Dashboard – 1st Quarter, 2014 Fiscal Year

Economic Indicators

Hotel Indicators:

Hotel Occupancy

RevPAR



Source: STR Report
(compares to prior year)

Hotel Rev Per Available Room
Last 12 months



Occupancy Indicators:

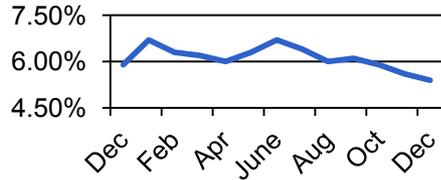
Office Occupancy

Retail Occupancy

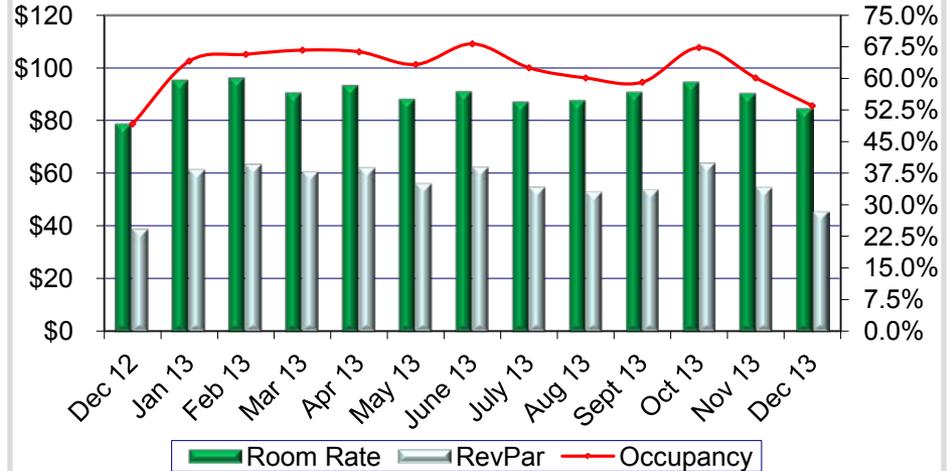


Source: Xceligent

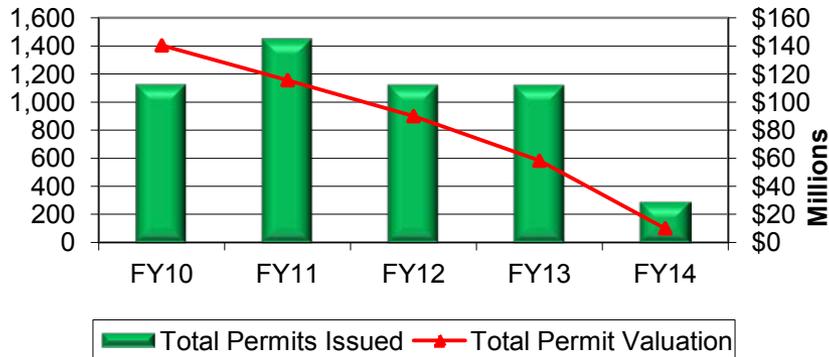
DFW Unemployment Rate
Last 12 months



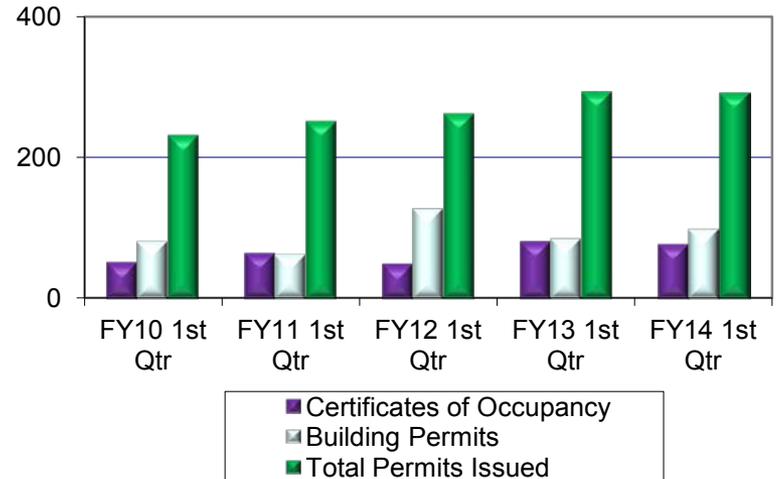
Addison Hotel Statistics



Total Permits Issued and Valuation



Quarterly Permit Activity





MEMO

To: Lea Dunn, City Manager
From: Eric Cannon, CPA, Chief Financial Officer
Re: Fourth Quarter Financial Review
Date: March 7, 2014

This is the first quarter report for the 2013-2014 fiscal year. Revenues and expenditures reflect activity from October 1, 2013 through December 31, 2013.

GENERAL FUND

- Revenues for the quarter ended December 31, 2013 totaled \$7.98 million, which is approximately \$607 thousand or 8.2 percent more than received this quarter last year. Sales tax collections total \$3.62 million, a 25 percent increase over the previous year-to-date collections. However, approximately \$300 thousand of the increase relates to an adjustment for prior year collections. This increase illustrates more than a two-year trend that seems to indicate an improving local economy. Rental income is \$16 thousand higher than this quarter last year as both rental properties are currently occupied and operating under new lease agreements.
- Expenditures totaled \$6.80 million, which is 20.8 percent of budget and \$669 thousand or 10.9 percent more than spent this time last year. Most departments appear to be on pace with their budget.

HOTEL FUND

- First quarter revenues totaled \$1.31 million, an increase of \$45 thousand from last year. Hotel occupancy tax collections are continuing to improve through FY 2014; collections are \$57 thousand, or 5 percent, greater than FY 2013. The other revenue categories are either on pace or slightly behind their budgeted numbers. Proceeds from Special Events are below budget primarily due to the timing of the events.
- Hotel fund expenditures of \$1.34 million are 17.9 percent of budget and \$79 thousand less than this time a year ago. Expenditures in the departments of Visit Addison and the Conference Centre are slightly higher than this time last year, but are offset by savings in Marketing and Special Events.

AIRPORT FUND

- Operating revenue for the first quarter totals \$1.17 million, compared to \$867 thousand in the prior year. This increase reflects the fact that the prior year numbers accounted for only two

months while this year's information reflects three. All revenues are on pace to meet their budgeted amounts.

- This quarter's operating expenses amounted to \$839 thousand, resulting in net income of \$333 thousand. All expenses are tracking on line with their budgeted amounts.

UTILITY FUND

- The Utility fund recorded \$1.72 million in operating revenues, a \$207 thousand decrease from the year before. This decrease in water revenue was anticipated, and is due to the reduction in consumption and a lower sewer rate.
- Operating expenses for the first quarter totaled \$1.55 million, bringing net income to \$145 thousand. Working capital decreased \$98 thousand, a reduction that is due in large part to the Town's payment for capital expenses related to the pump repairs throughout the Town.

CASH AND INVESTMENT REPORT

- Cash and investments for all funds as of December 31, 2013 totaled \$85.3 million; this represents a decrease of approximately \$250 thousand from the previous quarter.
- The Town's average investment yield to maturity at the end of September was 0.292 percent, an increase from the previous quarter's yield of .029 percent. This yield is higher than the TexPool benchmark of 0.037 percent. The average weighted maturity increased from 241 days to 248 days.
- As recommended by First Southwest Asset Management, staff has invested in commercial paper up to the maximum threshold set in the Town's investment policy. In addition, staff 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 of 2015, we will look to extend the portfolio's duration to the extent that cash flow allows.

TOWN OF ADDISON
EXECUTIVE SUMMARY OF MAJOR OPERATING FUNDS FOR THE QUARTER ENDED December 31, 2013
 UNAUDITED ACTUAL AMOUNTS COMPARED TO THE FY 13-14 ADOPTED BUDGET
 With Comparative Information from Prior Fiscal Year

	General Fund			Hotel Fund			Airport Fund			Utility Fund			Stormwater 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	Budget	Actual	PY Actual
RESOURCES																		
Ad Valorem Tax	\$ 11,624,270	\$ 2,714,622	\$ 2,923,521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,624,270	\$ 2,714,622	\$ 2,923,521
Non-Property Tax	13,035,000	3,856,240	2,893,118	4,922,495	1,118,249	1,060,702	-	-	-	-	-	-	-	-	17,957,495	4,974,489	3,953,820	
Franchise Fees	2,627,000	690,606	705,504	-	-	-	-	-	-	-	-	-	-	-	2,627,000	690,606	705,504	
Service/Permitting/License Fees	2,183,500	430,237	442,239	1,817,500	23,666	48,276	-	-	-	10,088,450	1,689,369	1,910,742	1,552,000	283,865	15,641,450	2,427,137	2,401,257	
Rental, Interest and Other Income	1,229,000	295,940	416,378	949,600	174,232	162,666	4,414,830	1,172,622	866,988	161,396	33,391	18,766	-	4,792	6,754,826	1,680,977	1,464,798	
Transfers and Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Resources	30,698,770	7,987,645	7,380,760	7,689,595	1,316,147	1,271,644	4,414,830	1,172,622	866,988	10,249,846	1,722,760	1,929,508	1,552,000	288,657	54,605,041	12,487,831	11,448,900	
APPLICATION OF RESOURCES																		
Personal Services	19,925,581	4,422,040	4,297,425	1,096,261	321,919	360,931	370,553	82,334	95,887	1,565,085	326,120	296,349	316,341	3,682	23,273,821	5,156,095	5,050,593	
Supplies	1,371,228	272,879	264,746	626,588	29,596	53,390	62,600	3,342	402	129,220	23,951	15,910	-	-	2,189,636	329,768	334,448	
Maintenance and Materials	3,363,252	541,599	343,523	917,800	95,840	91,965	3,080,589	573,008	341,598	943,820	120,646	48,943	-	-	8,305,461	1,331,093	826,029	
Contractual Services	5,218,278	1,218,939	923,412	2,615,202	725,259	755,102	1,066,480	180,659	176,675	6,490,803	1,106,907	144,082	-	33,539	15,390,763	3,265,303	1,999,270	
Capital Equipment Amortization	1,338,100	319,577	306,518	1,098,607	28,779	19,025	611,730	-	-	1,261,919	18,812	8,928	-	-	4,310,356	367,168	334,471	
Capital Equipment/Projects	261,000	29,690	-	565,341	-	-	2,110,000	874,398	9,999	824,400	57,052	-	-	-	3,760,741	961,140	9,999	
Transfers and Other Uses**	-	-	-	570,000	142,500	-	-	-	-	-	-	-	-	-	570,000	142,500	-	
Total Application of Resources	31,477,439	6,804,724	6,135,625	7,489,799	1,343,893	1,280,414	7,301,952	1,713,741	624,561	11,215,247	1,653,488	514,211	316,341	37,221	57,800,778	11,553,067	8,554,810	
Net Change in Fund Balances	\$ (778,669)	\$ 1,182,921	\$ 1,245,135	\$ 199,796	\$ (27,746)	\$ (8,770)	\$ (2,887,122)	\$ (541,119)	\$ 242,427	\$ (965,401)	\$ 69,273	\$ 1,415,297	\$ 1,235,659	\$ 251,436	\$ -	\$ (3,195,737)	\$ 934,765	\$ 2,894,090

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 2014 QUARTERLY STATEMENT OF REVENUES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
Ad Valorem taxes:						
Current taxes	\$ 11,603,710	\$ 2,713,281	\$ 2,713,281	23.4%	\$ 2,910,029	27.8%
Delinquent taxes	5,880	45	45	0.8%	10,638	91.5%
Penalty & interest	14,680	1,297	1,297	8.8%	2,854	14.7%
Non-property taxes:						
Sales tax	12,250,000	3,622,490	3,622,490	29.6%	2,893,118	23.3%
Alcoholic beverage tax	785,000	233,750	233,750	29.8%	-	0.0%
Franchise / right-of-way use fees:						
Electric franchise	1,500,000	457,509	457,509	30.5%	454,235	29.2%
Gas franchise	175,000	-	-	0.0%	-	0.0%
Telecommunication access fees	665,000	166,927	166,927	25.1%	167,637	25.3%
Cable franchise	280,000	66,170	66,170	23.6%	82,382	28.4%
Street rental fees	7,000	-	-	0.0%	1,250	17.9%
Licenses and permits:						
Business licenses and permits	180,000	35,918	35,918	20.0%	38,006	21.1%
Building and construction permits	560,000	86,721	86,721	15.5%	115,231	19.1%
Service fees:						
General government	500	34	34	6.7%	113	22.6%
Public safety	765,000	158,121	158,121	20.7%	141,785	18.6%
Urban development	3,000	580	580	19.3%	1,080	36.0%
Streets and sanitation	380,000	75,490	75,490	19.9%	75,341	19.9%
Recreation	65,000	14,866	14,866	22.9%	14,350	22.3%
Interfund	230,000	58,508	58,508	25.4%	56,333	25.0%
Court fines	1,000,000	183,187	183,187	18.3%	242,389	23.2%
Interest earnings	10,000	1,810	1,810	18.1%	(658)	-13.2%
Rental income	170,000	65,000	65,000	38.2%	48,958	35.6%
Other	49,000	45,942	45,942	93.8%	125,689	135.5%
Total Revenues	\$ 30,698,770	\$ 7,987,647	\$ 7,987,647	26.0%	\$ 7,380,760	24.7%

TOWN OF ADDISON
GENERAL FUND
FY 2014 QUARTERLY STATEMENT OF EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
General Government:						
City manager	\$ 1,151,075	\$ 277,318	\$ 277,318	24.1%	\$ 254,949	20.7%
Financial & strategic services	943,775	166,625	166,625.00	17.7%	216,911	22.8%
General services	746,942	179,839	179,839.00	24.1%	114,564	12.5%
Municipal court	567,319	109,334	109,334.00	19.3%	96,554	18.6%
Human resources	622,237	119,077	119,077.00	19.1%	98,349	15.8%
Information technology	1,963,064	309,999	309,999.00	15.8%	267,871	15.8%
Combined services	904,760	109,235	109,235.00	12.1%	150,407	23.2%
Council projects	570,058	239,777	239,777.00	42.1%	235,987	62.2%
Public safety:						
Police	8,027,015	1,863,991	1,863,991	23.2%	1,859,363	24.2%
Emergency communications	1,284,668	345,337	345,337	26.9%	173,418	13.9%
Fire	6,786,806	1,410,861	1,410,861	20.8%	1,421,956	23.4%
Development services	1,019,372	248,116	248,116	24.3%	223,617	22.7%
Streets	1,836,671	280,073	280,073	15.2%	213,633	11.8%
Parks and Recreation:						
Parks	3,523,652	820,380	820,380	23.3%	505,184	15.7%
Recreation	1,530,027	324,780	324,780	21.2%	302,864	19.5%
Other financing uses:						
Transfers	-	-	-	N/A	-	0.0%
Total Expenditures	\$ 31,477,441	\$ 6,804,742	\$ 6,804,742	21.6%	\$ 6,135,627	20.8%

TOWN OF ADDISON
HOTEL FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
Revenues:						
Hotel/Motel occupancy taxes	\$ 4,922,495	\$ 1,118,249	\$ 1,118,249	22.7%	\$ 1,060,702	23.1%
Proceeds from special events	1,817,500	23,666	\$ 23,666	1.3%	48,276	2.6%
Conference centre rental	632,100	108,358	\$ 108,358	17.1%	99,845	16.6%
Visit Addison rental	237,500	46,404	\$ 46,404	19.5%	49,551	21.5%
Theatre centre rental	70,000	16,653	\$ 16,653	23.8%	11,273	16.1%
Interest and miscellaneous	10,000	2,817	\$ 2,817	28.2%	1,997	-24.2%
Total Revenues	7,689,595	1,316,147	1,316,147	17.1%	\$ 1,271,644	17.4%
Expenditures and other uses:						
Visitor services	1,096,261	186,038	186,038	17.0%	177,221	17.6%
Visit Addison	626,588	131,506	131,506	21.0%	85,641	15.0%
Marketing	917,800	98,585	98,585	10.7%	171,375	17.2%
Special events	2,615,202	213,165	213,165	8.2%	335,964	12.8%
Conference centre	1,098,607	257,900	257,900	23.5%	235,106	13.9%
Performing arts	565,341	314,199	314,199	55.6%	275,107	54.4%
Other financing uses:						
Transfer to debt serv & general funds	570,000	142,500	142,500	25.0%	142,500	25.0%
Total Expenditures and Other Uses	\$ 7,489,799	\$ 1,343,893	\$ 1,343,893	17.9%	\$ 1,422,914	17.8%

TOWN OF ADDISON
ECONOMIC DEVELOPMENT FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
Revenues:						
Ad Valorem taxes:						
Current taxes	\$ 792,000	\$ 185,259	\$ 185,259	23.4%	\$ 194,403	27.8%
Delinquent taxes	400	3	3	0.8%	703	90.1%
Penalty & interest	1,000	89	89	8.9%	185	14.3%
Business license fee	80,000	3,200	3,200	4.0%	2,900	3.4%
Interest income and other	1,500	389	389	25.9%	301	20.1%
Total Revenues and Other Sources	874,900	188,940	188,940	21.6%	\$ 198,492	25.2%
Expenditures:						
Personal services	295,428	60,141	60,141	20.4%	48,102	25.0%
Supplies	18,300	3,146	3,146	17.2%	4,454	29.7%
Maintenance	7,500	1,000	1,000	13.3%	1,391	15.3%
Contractual services	894,377	29,756	29,756	3.3%	46,803	8.3%
Capital replacement/lease	5,370	1,768	1,768	32.9%	1,343	25.0%
Total Expenditures	\$ 1,220,975	\$ 95,811	\$ 95,811	7.8%	\$ 102,093	12.9%

AIRPORT FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES, EXPENDITURES
COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
Operating revenues:						
Operating grants	\$ 50,000	\$ 48,140	\$ 48,140	96.3%	\$ 33,016	66.0%
Fuel flowage fees	724,840	201,431	201,431	27.8%	144,224	21.2%
Rental	3,587,690	897,303	897,303	25.0%	680,407	20.2%
User fees	52,300	15,345	15,345	29.3%	8,236	15.7%
Other income	-	6,704	6,704	0.0%	1,105	0.0%
Total operating revenues	<u>4,414,830</u>	<u>1,168,923</u>	<u>1,168,923</u>	26.5%	<u>866,988</u>	20.9%
Operating expenses:						
Town - Personal services	370,553	82,334	82,334	22.2%	95,887	26.2%
Town - Supplies	62,600	3,342	3,342	5.3%	402	0.6%
Town - Maintenance	57,300	11,821	11,821	20.6%	10,859	51.7%
Town - Contractual services	546,810	89,808	89,808	16.4%	84,128	15.5%
Grant - Maintenance	100,000	-	-	0.0%	1,860	1.9%
Operator operation & maintenance	2,923,289	561,187	561,187	19.2%	328,879	14.7%
Operator service contract	319,670	90,851	90,851	28.4%	92,547	31.3%
Total operating expenses	<u>4,380,222</u>	<u>839,343</u>	<u>839,343</u>	19.2%	<u>614,562</u>	16.9%
Operating Income/(Loss) (excluding depreciation)	<u>34,608</u>	<u>329,580</u>	<u>329,580</u>	952.3%	<u>252,426</u>	49.2%
Non-Operating revenues (expenses):						
Interest earnings	5,000	3,699	3,699	74.0%	1,621	5.4%
Interest on debt, fiscal fees & other	(216,730)	-	-	0.0%	-	0.0%
Depreciation	-	-	-	0.0%	-	0.0%
Total non-operating revenues (expenses)	<u>(211,730)</u>	<u>3,699</u>	<u>3,699</u>	-1.7%	<u>1,621</u>	-2.2%
NET INCOME/(LOSS)	<u>\$ (177,122)</u>	<u>\$ 333,279</u>	<u>\$ 333,279</u>	-188.2%	<u>\$ 254,047</u>	58.0%

UTILITY FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES, EXPENDITURES
COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	1st Quarter	% of Budget
Operating revenues:						
Water sales	\$ 5,767,686	\$ 930,978	\$ 930,978	16.1%	\$ 1,094,402	18.3%
Sewer charges	4,320,764	758,392	758,392	17.6%	816,305	17.4%
Tap fees	10,280	1,270	1,270	12.4%	35	0.2%
Penalties	151,116	32,121	32,121	21.3%	18,766	25.5%
Other Income/(Expenses)	-	-	-	0.0%	-	0.0%
Total operating revenues	<u>10,249,846</u>	<u>1,722,760</u>	<u>1,722,760</u>	16.8%	<u>1,929,508</u>	18.0%
Operating expenses:						
Water purchases	2,972,065	458,525	458,525	15.4%	494,673	16.7%
Wastewater treatment	2,337,586	464,775	464,775	19.9%	339,528	14.9%
Utility operations	2,881,328	627,362	627,362	21.8%	514,211	18.9%
Total operating expenses	<u>8,190,979</u>	<u>1,550,663</u>	<u>1,550,663</u>	18.9%	<u>1,348,412</u>	16.9%
Operating Income/(Loss) (excluding depreciation)	<u>2,058,867</u>	<u>172,098</u>	<u>172,098</u>	8.4%	<u>581,096</u>	20.9%
Non-Operating revenues (expenses):						
Interest earnings and other	(110,510)	(45,773)	(45,773)	41.4%	5,658	-9.8%
Interest on debt, fiscal fees & other	(675,750)	-	-	0.0%	-	0.0%
Depreciation	-	-	-	0.0%	-	0.0%
Total non-operating revenues (expenses)	<u>(786,260)</u>	<u>(45,773)</u>	<u>(45,773)</u>	5.8%	<u>5,658</u>	-1.2%
NET INCOME/(LOSS)	<u>\$ 1,272,607</u>	<u>\$ 126,325</u>	<u>\$ 126,325</u>	9.9%	<u>\$ 586,754</u>	25.2%

STORM WATER UTILITY FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES, EXPENDITURES
COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14			YTD as % of Budget	FY2012-13	
	Budget	1st Quarter	Year-to-Date		1st Quarter	% of Budget
Operating revenues:						
Drainage Fees	\$ 1,552,000	\$ 283,865	\$ 283,865		-	
Total Operating Revenues	<u>1,552,000</u>	<u>283,865</u>	<u>283,865</u>	18.3%	-	0.0%
Operating expenses						
Personal services	101,341	3,682	3,682	3.6%	-	0.0%
Contractual services	215,000	33,539	33,539	15.6%	-	0.0%
Total operating expenses	<u>316,341</u>	<u>37,221</u>	<u>37,221</u>	11.8%	-	0.0%
Operating Income/(Loss) (excluding depreciation)	<u>1,235,659</u>	<u>246,644</u>	<u>246,644</u>	20.0%	-	0.0%
Non-Operating revenues (expenses):						
Interest earnings and other	5,000	4,792	4,792	95.8%	-	0.0%
Interest on debt, fiscal fees & other	(309,018)	-	-	0.0%	-	0.0%
Other	-	-	-	0.0%	-	0.0%
Total non-operating revenues (expenses)	<u>(304,018)</u>	<u>4,792</u>	<u>4,792</u>	-1.6%	-	0.0%
NET INCOME/(LOSS)	<u>\$ 931,641</u>	<u>\$ 251,436</u>	<u>\$ 251,436</u>	27.0%	<u>\$ -</u>	0.0%

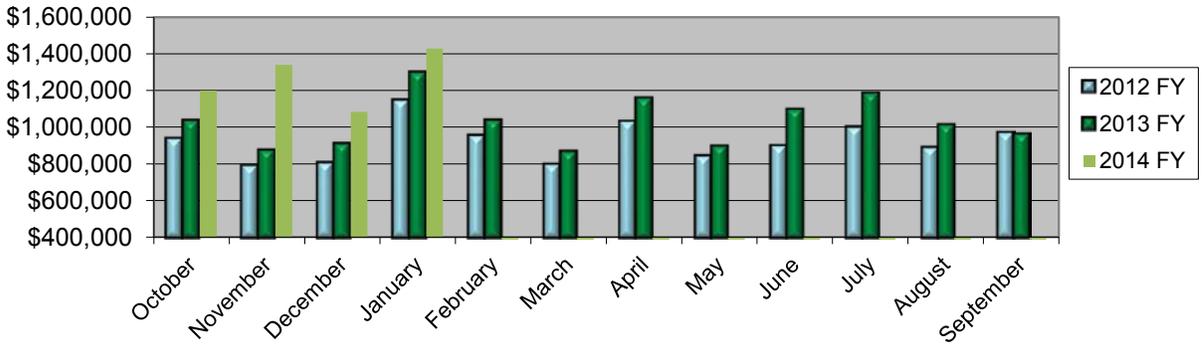
TOWN OF ADDISON

Schedule of Sales Tax Collections and Related Analyses

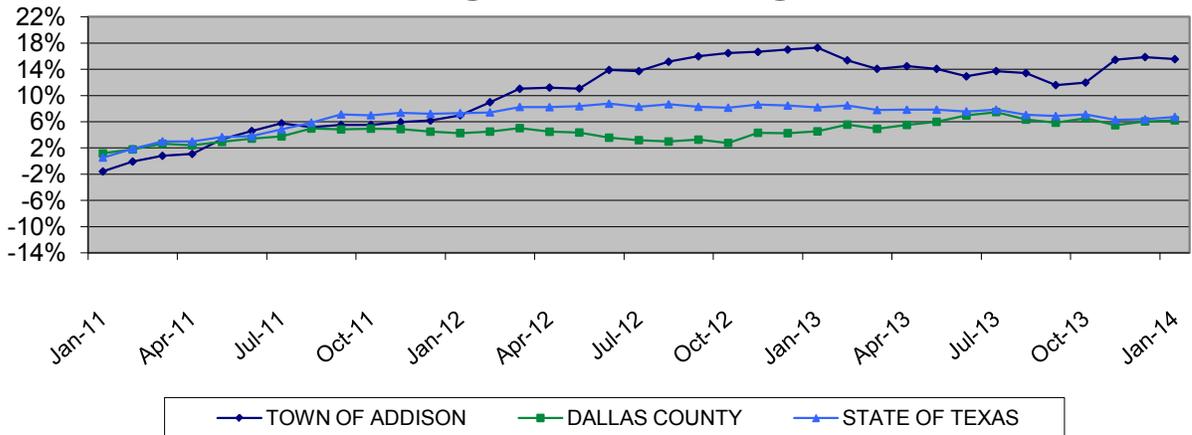
For the period ending December 31, 2013

	TOWN OF ADDISON				DALLAS COUNTY		STATE OF TEXAS	
	2013-14 Collections		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
October	\$ 1,199,509	\$ 1,199,509	15.2%	15.2%	7.5%	6.5%	6.8%	7.1%
November	1,340,129	2,539,638	52.3%	32.2%	5.7%	5.5%	4.5%	6.3%
December	1,082,852	3,622,490	18.2%	27.7%	9.4%	6.1%	7.4%	6.4%
January	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	6.7%
February	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
March	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
April	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
May	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
June	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
July	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
August	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
September	-	-	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Budget 12-13:		\$ 12,250,000						
Projected Year End		\$ 13,250,000						

Monthly Sales Tax Collections

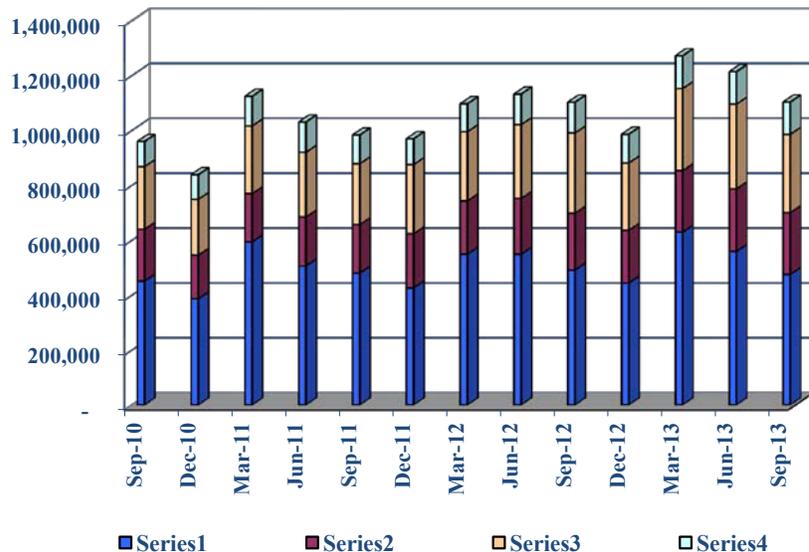


Rolling 12-Month Averages



TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION
Hotels By Service Type for the Quarter and Year-to-Date Ended December, 2013
With Comparative Information from Prior Fiscal Year

	Rooms		October - December		14 to 13 % Diff.	YTD FY 14		14 to 13 % Diff.
	Number	Percentage	Amount	Percentage		Amount	Percentage	
Full Service								
Marriott Quorum	535	14%	\$ 205,993	18%	16%	\$ 205,993	18%	16%
Intercontinental	532	13%	196,613	18%	22%	196,613	18%	22%
Crowne Plaza	429	11%	131,438	12%	26%	131,438	12%	26%
	<u>1,496</u>	<u>38%</u>	<u>534,044</u>	<u>48%</u>		<u>534,044</u>	<u>48%</u>	
Extended Stay								
Budget Suites	344	9%	2,161	0%	-38%	2,161	0%	-38%
Hawthorne Suites	70	2%	15,874	1%	1%	15,874	1%	1%
Marriott Residence	150	4%	43,931	4%	5%	43,931	4%	5%
Summerfield Suites	132	3%	42,846	4%	12%	42,846	4%	12%
Homewood Suites	128	3%	44,303	4%	-4%	44,303	4%	-4%
Springhill Suites	159	4%	56,613	5%	21%	56,613	5%	21%
	<u>983</u>	<u>25%</u>	<u>205,729</u>	<u>18%</u>		<u>205,729</u>	<u>18%</u>	
Business Moderate								
Marriott Courtyard Quorum	176	4%	74,568	7%	24%	74,568	7%	24%
LaQuinta Inn	152	4%	37,708	3%	14%	37,708	3%	14%
Marriott Courtyard Proton	145	4%	33,002	3%	-10%	33,002	3%	-10%
Holiday Inn Express	102	3%	36,378	3%	4%	36,378	3%	4%
Hilton Garden Inn	96	2%	40,947	4%	-3%	40,947	4%	-3%
Holiday Inn - Arapaho	101	3%	24,090	2%	4%	24,090	2%	4%
Comfort Inn	86	2%	20,575	2%	38%	20,575	2%	38%
	<u>858</u>	<u>22%</u>	<u>267,268</u>	<u>24%</u>		<u>267,268</u>	<u>24%</u>	
Economy								
Motel 6	126	3%	18,836	2%	12%	18,836	2%	12%
Hampton Inn	159	4%	52,318	5%	4%	52,318	5%	4%
Quality Inn	115	3%	10,234	1%	12%	10,234	1%	12%
Comfort Suites	78	2%	19,353	2%	18%	19,353	2%	18%
Super 8	78	2%	7,552	1%	-9%	7,552	1%	-9%
Best Value	60	2%	3,889	0%	14%	3,889	0%	14%
	<u>616</u>	<u>16%</u>	<u>112,181</u>	<u>10%</u>		<u>112,181</u>	<u>10%</u>	
TOTAL	<u>3,953</u>	<u>100%</u>	<u>\$ 1,119,221</u>	<u>100%</u>	<u>13%</u>	<u>\$ 1,119,221</u>	<u>100%</u>	<u>13%</u>



TOWN OF ADDISON
INTERIM STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
For the Quarter Ending December 31, 2013

Fund	Balance 9/30/2013	Quarter Receipts	Quarter Disbursements	Balance 12/31/2013
General Fund	\$ 13,651,427	\$ 8,321,710	\$ 9,131,928	\$ 12,841,209
Special Revenue Funds:				
Hotel	2,064,803	1,559,269	2,387,523	1,236,549
Economic Development	705,053	141,663	143,153	703,563
Public Safety	22,219	931	4,066	19,084
Municipal Court	403,531	152,894	180,912	375,513
Advanced Funding Grant	17,161	46	-	17,207
Debt Service Funds:				
G. O. Bonds	1,266,634	1,295,220	82,378	2,479,476
Hotel Revenue Bonds	628,277	143,408	215	771,470
Capital Projects Funds:				
Streets	1,296,472	1,873	-	1,298,345
2006 G.O. Bonds	355,117	513	-	355,630
2008 C.O. Bonds	2,419,169	3,284	340,352	2,082,101
2012 C.O. Bonds	32,245,712	47,346	659,719	31,633,339
2013 Tax Exempt Bonds	4,049,886	13,567	-	4,063,453
2013 AMT Bonds	1,839,877	3,709	-	1,843,586
2013 Taxable Bonds	14	1,589	-	1,603
Enterprise Funds:				
Utility	4,055,381	3,286,509	2,646,211	4,695,679
Storm Water Fund	8,518,597	417,835	45,555	8,890,877
Airport	5,570,758	997,279	1,229,283	5,338,754
Internal Service Funds:				
Capital Replacement	3,356,681	185,335	79,442	3,462,574
Information Technology	3,089,515	191,934	83,152	3,198,297
TOTAL - ALL FUNDS	\$ 85,556,283	\$ 16,765,914	\$ 17,013,889	\$ 85,308,309

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

INVESTMENTS BY MATURITY AND TYPE				
<i>For the Quarter Ending December 31, 2013</i>				
	Type	% of Portfolio	Yield to Maturity	Amount
	Pools	24.76%	0.04%	\$ 20,474,056
	Agencies	32.24%	0.37%	26,662,904
	Bank CD's	13.29%	0.20%	10,992,031
	Commercial Paper	29.71%	0.46%	24,566,886
Total Investments		100.00%	0.29%	82,695,878
Accrued Interest Earnings				163,930
Demand Deposits				2,448,501
TOTAL				\$ 85,308,309

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 December 31, 2013

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	\$ 1,822,703	\$ 1,927,995			
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	3,063,859	3,240,847			
				<u>\$ 4,886,562</u>	<u>\$ 5,168,842</u>	<u>\$ 4,108,167</u>	<u>\$ 3,858,167</u>	<u>\$ 5,418,842</u>

TOWN OF ADDISON
CAPITAL PROJECT FUND
FY 2014 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

Category	FY2013-14				FY2012-13	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget		% of Budget
Revenues:						
Interest income and other	\$ 2,500	\$ 30,850	\$ 30,850	1234.0%	\$ 102,004	105.2%
Other	-	-	-		-	
Total Revenues	<u>2,500</u>	<u>30,850</u>	<u>30,850</u>	1234.0%	<u>102,004.00</u>	105.2%
Expenditures:						
Administration:						
Supplies	-	-	-	0.0%	80,660	0.0%
Maintenance	-	-	-	0.0%	3,946	1.1%
Contractual Services	-	-	-	0.0%	49	0.0%
Other	-	-	-	0.0%	138,236	0.0%
Design and Engineering:						
Engineering and contractual services	2,031,550	174,640	174,640	8.6%	2,165,012	61.6%
Construction and equipment	30,527,709	271,949	271,949	0.9%	3,742,776	88.0%
Total Expenditures	<u>\$ 32,559,259</u>	<u>\$ 446,589</u>	<u>\$ 446,589</u>	1.4%	<u>\$ 6,130,679</u>	78.9%
Capital Projects:						
Street and Lighting Improvement Projects	\$ 260,900	\$ -	\$ -	0.0%		
Ashton Woods Development Streets	517,000	-	-	0.0%		
Railroad Improvements/Quiet Zones	362,081	-	-	0.0%		
Keller Springs Road/Addison Road Intersection	211,990	-	-	0.0%		
Undesignated Residential Lighting Projects	180,000	-	-	0.0%		
Various Streets Improvements	174,473	-	-	0.0%		
Surveyor Learning Center	175,000	-	-	0.0%		
Belt Line Road Streetcape and Interchange	9,152,172	220,158	220,158	2.4%		
Vitruvian Park Public Infrastructure	8,574,774	66,870	66,870	0.8%		
Public Safety Radio Replacement	3,000,000	29,365	29,365	1.0%		
Park and Pedestrian Connectivity	3,200,546	130,196	130,196	4.1%		
Midway Road Design	1,000,000	-	-	0.0%		
Airport Land Acquisition	5,750,323	-	-	0.0%		
Total	<u>\$ 32,559,259</u>	<u>\$ 446,589</u>	<u>\$ 446,589</u>	1.4%		



Projects Update

Stormwater Projects

Project: Basin Evaluation & Master Plan – Hutton Branch
Status: Design Phase

On September 24, 2013 council approved a master services contract with Half Associates for projects associated with stormwater. One of those projects is the evaluation and study of the Hutton Branch drainage basin. The Town consists of 8 major drainage basins and Hutton Branch is the basin that covers the north eastern part of Addison. Staff has authorized Half Associates to begin work on the drainage study. The deliverables for this project will outline future drainage capital improvements in the Town. This project is funded through Certificates of Obligation issued in 2013.

Project: Oaks North Drainage Study
Status: Design Phase

Half Associates is currently working on a study of the Oaks North area to determine if there are any drainage problems. Currently, it appears that there is a lack of stormwater inlets and/or several existing inlets are undersized. Project deliverable will consist of recommendations to address existing drainage problems. This project is funded out of the stormwater operating budget.

Project: Sustainability Program
Status: Planning Phase

We have hired the new Stormwater/Sustainability Program Manager and she has already begun to reach out to the various departments to take stock of the existing programs. We have scheduled a meeting the week of March 17th to begin discussing the process for moving forward.

Project: Les Lacs De-Silting Project
Status: Design Phase

Half Associates is currently working on the design for the de-silting of Les Lacs Lake. Staff is also evaluating other alternatives to aid in the water quality of the lake. Because of the possible environmental permitting requirements and seasonal fluctuations in wildlife populations, the schedule for this project remains tentative until the design is complete. Design is expected to be complete in early summer 2014. This project is funded through Certificates of Obligation issued in 2013.

Project: Pedestrian Connectivity Open Channel Study
Status: Design Phase

As part of the overall connectivity projects the Parks Recreation and Landscape Development department is planning on extending the trail that currently ends at the Addison Athletic Center north. The trail will extend north through an Onco easement across Belt Line Road and continue north to tie into the intersection of Arapaho and Surveyor Blvd. The northern section of this trail will intersect with an open, concrete drainage channel system that drains a significant portion of the Rawhide Creek Basin that covers the south eastern part of Addison. Half Associates is investigating the possibility of enclosing this section of the concrete channel. The project will consist of evaluating the existing conditions and if possible sizing the appropriate box culverts. It is anticipated that this study will be complete in late spring 2014.

Infrastructure Utility Projects

Project: Surveyor 1.5MG Elevated Storage Tank
Status: Construction Phase

The construction at the elevated storage tank is complete and the tank is in service. The Town is currently awaiting delivery of the new electronic boards needed to update the emergency braking system of the wind turbines. Once these boards are received and installed the project will be complete and staff will bring forward to council the final payment and warranty agreements.

Project: Sanitary Sewer System Evaluation and Master Plan
Status: Design Phase

The Phase 2 of the Sanitary Sewer System Evaluation is underway. The design firm, LNV, has already begun their physical evaluation of the system. The manhole inspection work has been completed; the temporary water meters have all been installed and are recording data. Some CCTV and vapor testing work is scheduled to be performed in late March. Once all the data is final a report will be submitted to the Town. We anticipate receiving this report in late summer of 2014.

Project: Water Storage Tank Evaluation
Status: Design Phase

The evaluation of the existing water storage facilities is underway. Kleinfelder is performing this evaluation. To date, all field inspections of the facilities have been completed. We anticipate receiving the preliminary reports in early March with projects and cost estimates coming in shortly after that. These deliverables will aid the Town in determining the future capital improvement program for the water storage facilities.

Project: Surveyor EST Learning Center
Status: Planning Phase

The plans for the Surveyor 1.5MG Elevated Storage Tank include an interactive learning center in the pedestal of the tower. The Learning Center will feature a variety of content highlighting Sustainability, including wind energy, water conservation and pollution prevention. The indoor classroom will complement the outdoor demonstration garden, featuring organic, drought tolerant plantings. The Town will organize, with the help of the Texas A&M AgriLife Extension Service, several sustainability related classes. These classes, which will be held in the Learning Center, will be offered to Addison residents. This program will be a part of the Town's overall sustainability program and will be managed by the Town's new Stormwater/Sustainability Program Manager. The first of these classes have been scheduled for September 8, 2014 and September 14, 2014.

Project: Water System Evaluation and Master Plan
Status: Planning Phase

As part of the 7.5 million Certificates of Obligation package associated with the utility fund the Town commissioned an evaluation of the existing water infrastructure. We have begun the scoping process for this project with Bury. It is anticipated that this contract will be ready to bring to council for recommendation and approval on March 25, 2014. The deliverables of this evaluation will help guide and prioritize the Town's capital improvement program for the water system and provide the Town with updated GIS information.

Airport Projects

Project: Taxiway Alpha Reconstruction/Rehabilitation
Status: Construction Phase

This project was a reconstruction / rehabilitation (asphalt overlay or full-depth reconstruction depending on pavement condition) of Taxiway Alpha, the airport's primary parallel taxiway. It included new, upgraded taxiway edge lighting and guidance signs, drainage improvements, expanded concrete aircraft holding bays at both ends of the taxiway, and full-depth reconstruction of the west 800 feet of Taxiway Tango. The project was completed in November 2013.

Project: Wildlife Hazard Assessment
Status: Implementation Phase

This is a year-long project to assess potential hazards to aviation caused by wildlife on and in the vicinity of Addison Airport. The project will result in recommendations and a plan to mitigate wildlife hazards to aircraft. Both day and night time observations are being conducted and they will lead to recommendations in the final report. A preliminary report has been submitted and those suggestions are being implemented. The final report is due the first quarter of FY2015.

Project: Engineered Materials Arresting System (EMAS)
Status: Design Phase

This project will improve Addison's south runway safety area and recover 610 feet of usable runway length with the installation of an Engineered Materials Arresting System (EMAS) off the south end of the runway. Haydon Building Corporation was awarded the project as the lowest responsive bidder. As the Town's agent, TxDOT will administer the contract with Haydon. Phase I of the construction is expected to begin in mid- to late-March. This phase will include site preparation and drainage work. Phase II, which will include the EMAS construction and block installation, will begin in early June. The block installation will not occur until after Kaboom Town. The project is expected to be completed by the end of September, 2014.

Project: Airport Master Plan Update
Status: Planning Phase

Garver has been selected to conduct the Airport's Master Plan. The plan is funded through a grant from TxDOT. The Master Plan Committee is being formed and the first meeting will be in early to mid-April. The committee will be made up of members of the business community both on and off the airport, members of the Planning and Zoning Commission, and citizens appointed by the Council. The Master Plan process is expected to take approximately one year.

Office in the Park



Project: The “Addison Tree House”- working title

Purpose: New home for the Economic Development Department, business incubator, and one-stop shop for entrepreneurial development efforts.

Partners: Baylor University’s Accelerated Ventures Program, Dallas Entrepreneur Center, North Texas Small Business Development Center.

Architect: Cunningham Architects

Contractor: TBD.

Updates:

- Lease fully executed February 28, 2014.
- Engaged the services of Cunningham Architects.
- Target move-in: 60 days.
- Development of agreements with partners is underway; anticipate bringing to Council in April.

Infrastructure Bond Projects

Project: Belt Line Road Electrical Undergrounding
Status: Design Phase

This project will provide for the undergrounding of the utilities along Belt Line Road. This project will consist of construction of concrete duct structures for all of the existing utilities that currently occupy the poles (electric and telecom), traffic signal upgrades, sidewalk improvements, and an overlay and re-striping of the street. Construction is anticipated to begin in late spring or early summer 2014.

Council also approved a contract with Pyles-Whatley for appraisal services on October 22, 2013. Staff is currently working with them to finalize the appraisals for this project and several of them have been received. Council will consider an item on March 11, 2014 to allow the City Manager to execute a purchase agreement with the property owners who accept a purchase amount that is equal to or lesser than the appraised value.

Project: Alpha Road Connection
Status: Planning Phase

This project would extend Bella Lane to connect to Brookhaven College to the south and to Alpha Road to the east. This project will consist of a two lane concrete street with a round-about, a bridge crossing a small tributary of Farmer's Branch Creek, a pedestrian trail connecting Alpha Road with Bella Lane, and various landscaping improvements. Council awarded the design contract to Nathan D. Maier Consulting Engineers, Inc., in September of 2013. Staff is currently working with Farmers Branch and Brookhaven College to develop an inter-local agreement that will spell out each party's responsibilities for the project. Town staff will bring this agreement before Council for recommendation and approval on March 25, 2014. Construction is anticipated to begin late summer 2014.

Project: Midway Road Reconstruction
Status: Planning Phase

This project will provide for reconstruction of Midway from Spring Valley Road to Keller Springs Road, including paving, drainage, lighting and landscaping improvements. CH2MHill will serve as the project manager for the project from the design phase through the construction. Staff has been working with CH2MHill to determine a scope for the design services. Once scope and fee has been negotiated, staff will bring forward to Council the design contract for recommendation and approval. Staff anticipates that this contract will be ready by early summer 2014.

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

Addison!

**For the Quarter Ended
December 31, 2013**

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 major economic data released during December has been unequivocally strong. The month kicked off with the ISM manufacturing index rising for a sixth straight month and climbing to its highest level in 31 months at 57.3. Reinforcing the strong manufacturing picture, industrial production climbed 1.1%, while capacity utilization jumped to 79%. A better than forecast employment report showed 203k jobs were created in November. Revisions to prior months added another 8k to the tally and brought the 2013 monthly average up to 189k. The unemployment rate fell to a five-year low at 7% and for once the decline was not the result of a decline in the participation rate, which actually increased slightly from a 35-year low of 62.8% to 63.0%. Two upward revisions have brought third quarter GDP up from an originally reported 2.8% to an impressive 4.1%. Retail sales grew the most in five months, advancing by 0.7% in November following an upwardly revised 0.6% gain in October. On a year-over-year basis retail sales are up 4.7%. Inflation remains well contained as the consumer price index (CPI) was unchanged in November and is up a scant 1.2% year-over-year. Excluding food and energy, the core CPI was up 0.2% last month and 1.7% year-over-year. November housing starts rose to the highest level in nearly six years, increasing by 22.7% to a 1.09 million unit annualized pace. Existing home sales were the lone detractor, falling for the second straight month with a 4.3% decline in November.

The Fed, taking all of this data into account, decided at last to announce the much anticipated tapering of their quantitative easing program. The plan is to reduce its monthly purchases by \$10 billion, split evenly between Treasury and MBS purchases. Any additional reductions will likely come in "measured steps." This suggests a very gradual tapering process, which markets are interpreting to mean something on the order of a further \$10 billion reduction every month or two, with QE expected to conclude entirely by late-2014. The Fed also attempted to reinforce its "tapering is not tightening" message by saying it will be appropriate to maintain the current overnight funds target "well past the time that the unemployment rate declines below 6.50% percent, especially if projected inflation continues to run below the Committee's 2.0% percent longer-run goal." Stock markets cheered the news, with the Dow shooting up nearly 300 points following the announcement, then ratcheting higher to close 2013 at a record. The initial reaction in fixed income markets was muted, but yields have since risen sharply, particularly in the intermediate sector of the curve. For the month, yields on the 2-, 3-, 5-, and 7-year Treasury notes are higher by 10, 22, 37, and 36 basis points respectively.



**For the Quarter Ended
December 31, 2013**

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:

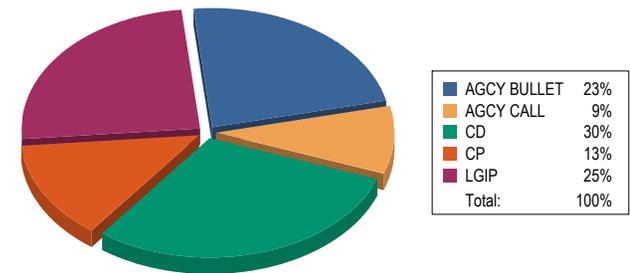
Account Summary

Allocation by Security Type

Beginning Values as of 09/30/13

Ending Values as of 12/31/13

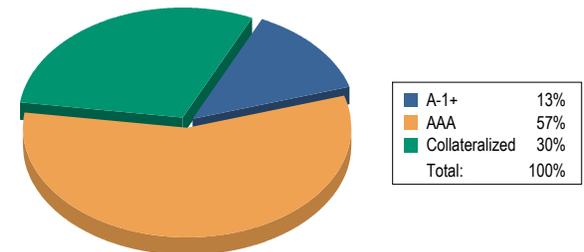
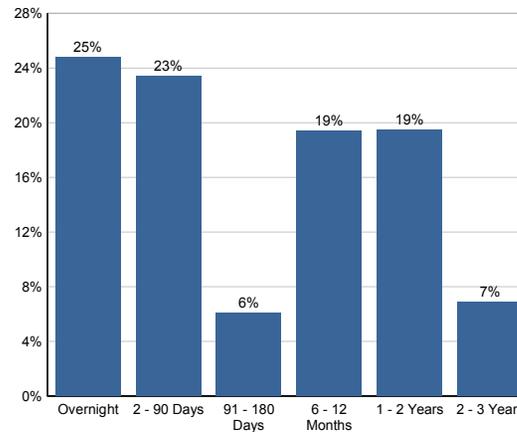
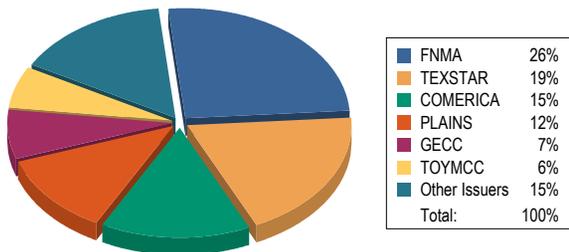
Par Value	83,740,352.65	82,597,942.05
Market Value	83,829,609.05	82,699,234.35
Book Value	83,826,229.63	82,695,877.55
Unrealized Gain / Loss	3,379.42	3,356.80
Market Value %	100.00%	100.00%
Weighted Avg. YTW	0.260%	0.289%
Weighted Avg. YTM	0.263%	0.292%



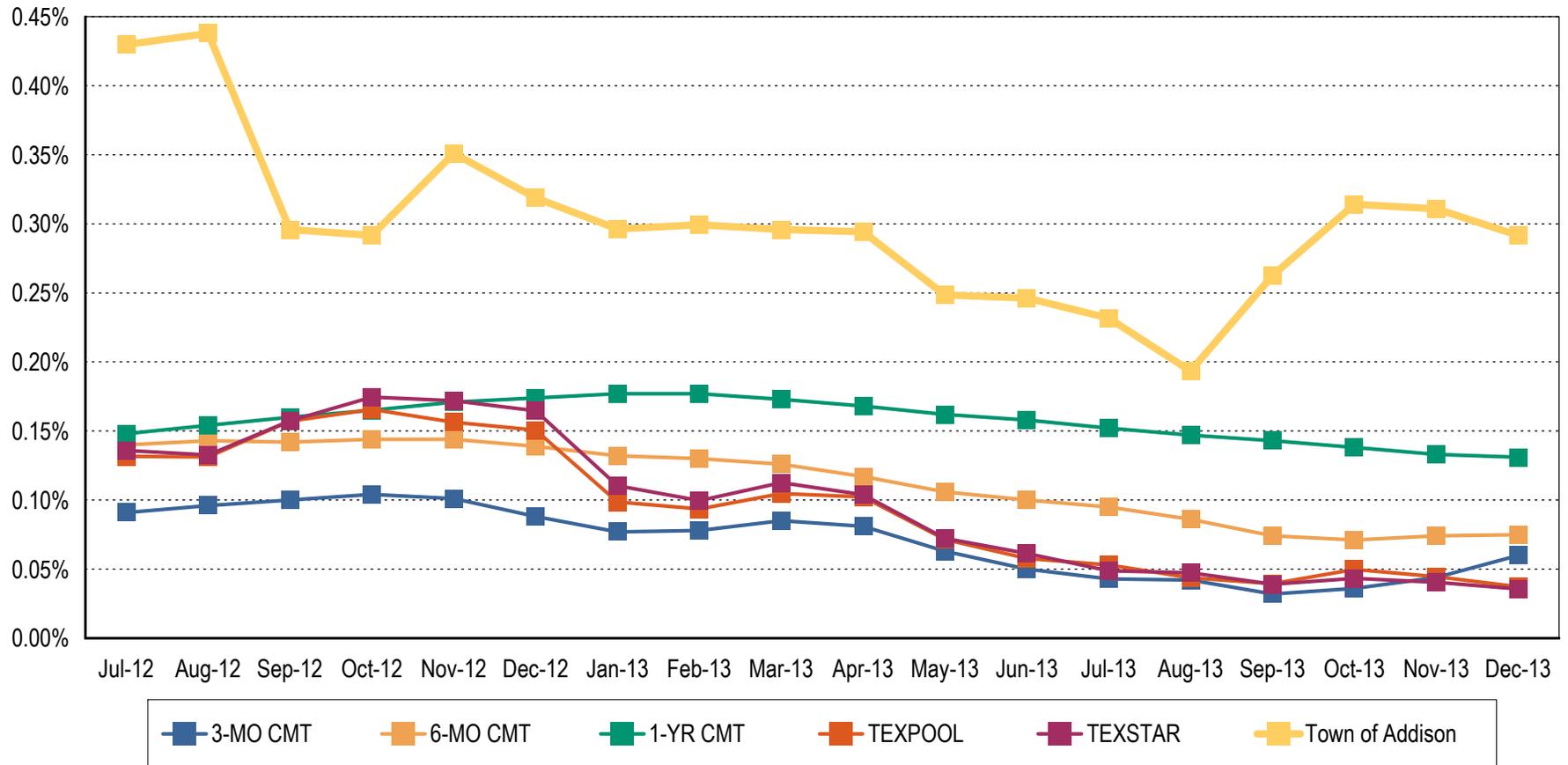
Allocation by Issuer

Maturity Distribution %

Credit Quality



Weighted Average Days to Maturity: 247



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 12/31/2013

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					4,607,668.86	100.000	4,607,668.86	4,607,668.86	100.000	4,607,668.86	1		0.037	0.037
TEXSTAR		LGIP	TexSTAR					15,866,386.83	100.000	15,866,386.83	15,866,386.83	100.000	15,866,386.83	1		0.036	0.036
31398AVD1	11/07/12	AGCY BULET	FNMA	2.750	02/05/14			11,350,000.00	103.097	11,701,509.50	11,376,704.28	100.240	11,377,240.00	36		0.256	0.256
313379LM9	07/24/12	AGCY BULET	FHLB	0.350	02/25/14			2,000,000.00	100.127	2,002,540.00	2,000,240.56	100.030	2,000,600.00	56		0.270	0.270
36959JCH4	09/16/13	CP - DISC	GE Capital Corp		03/17/14			2,000,000.00	99.904	1,998,078.89	1,999,208.34	99.986	1,999,722.00	76		0.190	0.190
36959JCR2	11/21/13	CP - DISC	GE Capital Corp		03/25/14			4,000,000.00	99.952	3,998,071.11	3,998,708.88	99.963	3,998,508.00	84		0.140	0.140
89233HFD1	09/16/13	CP - DISC	Toyota Mtr Cr		06/13/14			5,000,000.00	99.805	4,990,250.00	4,994,113.90	99.918	4,995,900.00	164		0.261	0.261
CD-1233	08/22/13	CD	PlainsCapital Bk CD	0.320	08/22/14			10,008,065.75	100.000	10,008,065.75	10,008,065.75	100.000	10,008,065.75	234		0.320	0.320
3134G3YW4	08/28/12	AGCY BULET	FHLMC	0.375	08/28/14			1,500,000.00	100.092	1,501,374.00	1,500,471.92	100.140	1,502,100.00	240		0.329	0.329
CD-2270-1	04/08/13	CD	ViewPoint Bk CD	0.600	10/08/14			2,533,672.19	100.000	2,533,672.19	2,533,672.19	100.000	2,533,672.19	281		0.594	0.594
CD-6693-1	12/10/12	CD	Comerica Bk CD	0.570	12/19/14			2,011,429.83	100.000	2,011,429.83	2,011,429.83	100.000	2,011,429.83	353		0.570	0.570
3134G3PD6	01/10/13	AGCY CALL	FHLMC	0.550	02/27/15	02/27/14	ONE TIME	2,000,000.00	100.282	2,005,638.00	2,000,776.58	100.020	2,000,400.00	423	58	0.417	0.300
CD-3620	09/17/13	CD	Comerica Bk CD	0.550	09/17/15			10,013,718.59	100.000	10,013,718.59	10,013,718.59	100.000	10,013,718.59	625		0.550	0.550
31398A4M1	10/07/13	AGCY BULET	FNMA	1.625	10/26/15			4,000,000.00	102.515	4,100,600.00	4,089,203.08	102.190	4,087,600.00	664		0.394	0.394
3135G0TT0	01/29/13	AGCY CALL	FNMA	0.500	01/29/16	01/29/14	QRTLY	2,707,000.00	100.000	2,707,000.00	2,707,000.00	99.890	2,704,022.30	759	29	0.500	0.500
3135G0XU2	10/07/13	AGCY CALL	FNMA	0.520	05/27/16	02/27/14	QRTLY	3,000,000.00	99.580	2,987,400.00	2,988,507.96	99.740	2,992,200.00	878	58	0.681	0.681
Total for Pooled Funds								82,597,942.05	100.530	83,033,403.55	82,695,877.55	100.125	82,699,234.35	248		0.292	0.289
Total for Town of Addison								82,597,942.05	100.530	83,033,403.55	82,695,877.55	100.125	82,699,234.35	248		0.292	0.289



Town of Addison
Change in Value
 From 09/30/2013 to 12/31/2013

CUSIP	Security Type	Security Description	09/30/13 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/13 Book Value	09/30/13 Market Value	12/31/13 Market Value	Change in Mkt Value
Pooled Funds											
TEXPOOL	LGIP	TexPool	4,607,159.54	509.32	0.00	0.00	0.00	4,607,668.86	4,607,159.54	4,607,668.86	509.32
TEXSTAR	LGIP	TexSTAR	21,687,774.71	5,300,334.39	(11,121,722.27)	0.00	0.00	15,866,386.83	21,687,774.71	15,866,386.83	(5,821,387.88)
3134G3BF6	AGCY BULET	FHLMC 0.625 12/23/13	1,000,467.64	0.00	(1,000,000.00)	(467.64)	0.00	0.00	1,001,200.00	0.00	(1,001,200.00)
89233GZW9	CP - DISC	Toyota Mtr Cr 0.000 12/30/13	1,998,600.00	0.00	(2,000,000.00)	1,400.00	0.00	0.00	1,999,192.00	0.00	(1,999,192.00)
4662J1B33	CP - DISC	JPM Chase Bk 0.000 02/03/14	3,347,092.00	0.00	(3,347,878.34)	1,139.94	(353.60)	0.00	3,347,420.50	0.00	(3,347,420.50)
31398AVD1	AGCY BULET	FNMA 2.750 02/05/14	11,447,392.19	0.00	0.00	(70,687.91)	0.00	11,376,704.28	11,454,420.00	11,377,240.00	(77,180.00)
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	2,000,641.48	0.00	0.00	(400.92)	0.00	2,000,240.56	2,002,200.00	2,000,600.00	(1,600.00)
36959JCH4	CP - DISC	GE Capital Corp 0.000 03/17/14	1,998,237.22	0.00	0.00	971.12	0.00	1,999,208.34	1,997,760.00	1,999,722.00	1,962.00
36959JCR2	CP - DISC	GE Capital Corp 0.000 03/25/14	0.00	3,998,071.11	0.00	637.77	0.00	3,998,708.88	0.00	3,998,508.00	3,998,508.00
89233HFD1	CP - DISC	Toyota Mtr Cr 0.000 06/13/14	4,990,791.65	0.00	0.00	3,322.25	0.00	4,994,113.90	4,989,690.00	4,995,900.00	6,210.00
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	10,000,000.00	8,065.75	0.00	0.00	0.00	10,008,065.75	10,000,000.00	10,008,065.75	8,065.75
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	1,500,630.12	0.00	0.00	(158.20)	0.00	1,500,471.92	1,503,000.00	1,502,100.00	(900.00)
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	2,529,844.30	3,827.89	0.00	0.00	0.00	2,533,672.19	2,529,844.30	2,533,672.19	3,827.89
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	2,008,574.10	2,855.73	0.00	0.00	0.00	2,011,429.83	2,008,574.10	2,011,429.83	2,855.73
3134G3PD6	AGCY CALL	FHLMC 0.550 02/27/15	2,002,024.68	0.00	0.00	(1,248.10)	0.00	2,000,776.58	2,000,600.00	2,000,400.00	(200.00)
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	10,000,000.00	13,718.59	0.00	0.00	0.00	10,013,718.59	10,000,000.00	10,013,718.59	13,718.59
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	0.00	4,100,600.00	0.00	(11,396.92)	0.00	4,089,203.08	0.00	4,087,600.00	4,087,600.00
3135G0TT0	AGCY CALL	FNMA 0.500 01/29/16	2,707,000.00	0.00	0.00	0.00	0.00	2,707,000.00	2,700,773.90	2,704,022.30	3,248.40
3135G0XU2	AGCY CALL	FNMA 0.520 05/27/16	0.00	2,987,400.00	0.00	1,107.96	0.00	2,988,507.96	0.00	2,992,200.00	2,992,200.00
Total for Pooled Funds			83,826,229.63	16,415,382.78	(17,469,600.61)	(75,780.65)	(353.60)	82,695,877.55	83,829,609.05	82,699,234.35	(1,130,374.70)
Total for Town of Addison			83,826,229.63	16,415,382.78	(17,469,600.61)	(75,780.65)	(353.60)	82,695,877.55	83,829,609.05	82,699,234.35	(1,130,374.70)



Town of Addison
Earned Income
 From 09/30/2013 to 12/31/2013

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	509.32	509.32	0.00	0.00	0.00	509.32
TEXSTAR	LGIP	TexSTAR	0.00	1,184.89	1,184.89	0.00	0.00	0.00	1,184.89
3134G3BF6	AGCY BULET	FHLMC 0.625 12/23/13	1,701.39	1,423.61	3,125.00	0.00	0.00	(467.64)	955.97
89233GZW9	CP - DISC	Toyota Mtr Cr 0.000 12/30/13	0.00	0.00	0.00	0.00	0.00	1,400.00	1,400.00
4662J1B33	CP - DISC	JPM Chase Bk 0.000 02/03/14	0.00	0.00	0.00	0.00	0.00	1,139.94	1,139.94
31398AVD1	AGCY BULET	FNMA 2.750 02/05/14	48,552.78	78,031.25	0.00	0.00	126,584.03	(70,687.91)	7,343.34
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	700.00	1,750.00	0.00	0.00	2,450.00	(400.92)	1,349.08
36959JCH4	CP - DISC	GE Capital Corp 0.000 03/17/14	0.00	0.00	0.00	0.00	0.00	971.12	971.12
36959JCR2	CP - DISC	GE Capital Corp 0.000 03/25/14	0.00	0.00	0.00	0.00	0.00	637.77	637.77
89233HFD1	CP - DISC	Toyota Mtr Cr 0.000 06/13/14	0.00	0.00	0.00	0.00	0.00	3,322.25	3,322.25
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	3,506.85	8,068.58	8,065.75	0.00	3,509.68	0.00	8,068.58
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	515.63	1,406.25	0.00	0.00	1,921.88	(158.20)	1,248.05
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	41.59	3,827.95	3,827.89	0.00	41.65	0.00	3,827.95
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	376.40	2,887.68	2,855.73	0.00	408.35	0.00	2,887.68
3134G3PD6	AGCY CALL	FHLMC 0.550 02/27/15	1,038.89	2,750.00	0.00	0.00	3,788.89	(1,248.10)	1,501.90
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	2,109.59	13,872.37	13,718.59	0.00	2,263.37	0.00	13,872.37
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	0.00	15,166.67	32,500.00	(29,069.44)	11,736.11	(11,396.92)	3,769.75
3135GOTT0	AGCY CALL	FNMA 0.500 01/29/16	2,331.03	3,383.75	0.00	0.00	5,714.78	0.00	3,383.75
3135G0XU2	AGCY CALL	FNMA 0.520 05/27/16	0.00	3,640.00	7,670.00	(5,503.33)	1,473.33	1,107.96	4,747.96
Total for Pooled Funds			60,874.15	137,902.32	73,457.17	(34,572.77)	159,892.07	(75,780.65)	62,121.67
Total for Town of Addison			60,874.15	137,902.32	73,457.17	(34,572.77)	159,892.07	(75,780.65)	62,121.67



Town of Addison
Investment Transactions
 From 10/01/2013 to 12/31/2013

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															
Sales															
11/18/13	11/19/13	4662J1B33	CP - DISC	JPM Chase Bk		02/03/14		3,350,000.00	99.937	3,347,878.34	0.00	3,347,878.34	(353.60)	0.250	0.300
Total for: Sales								3,350,000.00		3,347,878.34	0.00	3,347,878.34	(353.60)	0.250	0.300
Maturities															
12/23/13	12/23/13	3134G3BF6	AGCY BULET	FHLMC	0.625	12/23/13		1,000,000.00	100.000	1,000,000.00	0.00	1,000,000.00		0.419	
12/30/13	12/30/13	89233GZW9	CP - DISC	Toyota Mtr Cr		12/30/13		2,000,000.00	100.000	2,000,000.00	0.00	2,000,000.00		0.281	
Total for: Maturities								3,000,000.00		3,000,000.00	0.00	3,000,000.00		0.327	
Purchases															
10/04/13	10/07/13	31398A4M1	AGCY BULET	FNMA	1.625	10/26/15		4,000,000.00	102.515	4,100,600.00	29,069.44	4,129,669.44		0.394	0.394
10/04/13	10/07/13	3135G0XU2	AGCY CALL	FNMA	0.520	05/27/16	02/27/14	3,000,000.00	99.580	2,987,400.00	5,503.33	2,992,903.33		0.681	0.681
11/20/13	11/21/13	36959JCR2	CP - DISC	GE Capital Corp		03/25/14		4,000,000.00	99.952	3,998,071.11	0.00	3,998,071.11		0.140	0.140
Total for: Purchases								11,000,000.00		11,086,071.11	34,572.77	11,120,643.88		0.380	0.380
Income Payments															
10/08/13	10/19/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	941.01	941.01			
10/17/13	10/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,520.54	4,520.54			
10/27/13	10/26/13	31398A4M1	AGCY BULET	FNMA	1.625	10/26/15				0.00	32,500.00	32,500.00			
10/31/13	10/31/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,289.18	1,289.18			
11/08/13	11/19/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	972.82	972.82			
11/17/13	11/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,673.35	4,673.35			
11/22/13	11/22/13	CD-1233	CD	PlainsCapital Bk CD	0.320	08/22/14				0.00	8,065.75	8,065.75			
11/27/13	11/27/13	3135G0XU2	AGCY CALL	FNMA	0.520	05/27/16				0.00	7,670.00	7,670.00			
11/29/13	11/30/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,248.24	1,248.24			
12/08/13	12/19/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	941.90	941.90			
12/17/13	12/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,524.70	4,524.70			
12/23/13	12/23/13	3134G3BF6	AGCY BULET	FHLMC	0.625	12/23/13				0.00	3,125.00	3,125.00			
12/31/13	12/31/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,290.47	1,290.47			



Town of Addison
Investment Transactions
 From 10/01/2013 to 12/31/2013

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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Pooled Funds

Total for: Income Payments 0.00 71,762.96 71,762.96

Capitalized Interest

10/08/13	10/08/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		941.01	100.000	941.01	0.00	941.01			
10/17/13	10/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,520.54	100.000	4,520.54	0.00	4,520.54			
10/31/13	10/31/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,289.18	100.000	1,289.18	0.00	1,289.18			
11/08/13	11/08/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		972.82	100.000	972.82	0.00	972.82			
11/17/13	11/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,673.35	100.000	4,673.35	0.00	4,673.35			
11/22/13	11/22/13	CD-1233	CD	PlainsCapital Bk CD	0.320	08/22/14		8,065.75	100.000	8,065.75	0.00	8,065.75			
11/29/13	11/29/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,248.24	100.000	1,248.24	0.00	1,248.24			
12/08/13	12/08/13	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		941.90	100.000	941.90	0.00	941.90			
12/17/13	12/17/13	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,524.70	100.000	4,524.70	0.00	4,524.70			
12/31/13	12/31/13	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,290.47	100.000	1,290.47	0.00	1,290.47			

Total for: Capitalized Interest 28,467.96 28,467.96 0.00 28,467.96



Town of Addison
Investment Transactions
From 10/01/2013 to 12/31/2013

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 Sales	3,350,000.00	3,347,878.34	(353.60)	0.250	0.300
Total Maturities	3,000,000.00	3,000,000.00		0.327	
Total Purchases	11,000,000.00	11,120,643.88		0.380	0.380
Total Income Payments	0.00	71,762.96			
Total Capitalized Interest	28,467.96	28,467.96			



Town of Addison
Amortization and Accretion
 From 09/30/2013 to 12/31/2013

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											
3134G3BF6	03/27/12	AGCY BULET	FHLMC 0.625 12/23/13		0.00	100.356	0.00	(467.64)	0.00	0.00	0.00
89233GZW9	04/04/13	CP - DISC	Toyota Mtr Cr 0.000 12/30/13		0.00	99.790	0.00	1,400.00	0.00	0.00	0.00
4662J1B33	08/13/13	CP - DISC	JPM Chase Bk 0.000 02/03/14		0.00	99.879	0.00	1,139.94	0.00	0.00	0.00
31398AVD1	11/07/12	AGCY BULET	FNMA 2.750 02/05/14		11,350,000.00	103.097	11,701,509.50	(70,687.91)	(324,805.22)	(26,704.28)	11,376,704.28
313379LM9	07/24/12	AGCY BULET	FHLB 0.350 02/25/14		2,000,000.00	100.127	2,002,540.00	(400.92)	(2,299.44)	(240.56)	2,000,240.56
36959JCH4	09/16/13	CP - DISC	GE Capital Corp 0.000 03/17/14		2,000,000.00	99.904	1,998,078.89	971.12	1,129.45	791.66	1,999,208.34
36959JCR2	11/21/13	CP - DISC	GE Capital Corp 0.000 03/25/14		4,000,000.00	99.952	3,998,071.11	637.77	637.77	1,291.12	3,998,708.88
89233HFD1	09/16/13	CP - DISC	Toyota Mtr Cr 0.000 06/13/14		5,000,000.00	99.805	4,990,250.00	3,322.25	3,863.90	5,886.10	4,994,113.90
CD-1233	08/22/13	CD	PlainsCapital Bk CD 0.320 08/22/14		10,008,065.75	100.000	10,008,065.75	0.00	0.00	0.00	10,008,065.75
3134G3YW4	08/28/12	AGCY BULET	FHLMC 0.375 08/28/14		1,500,000.00	100.092	1,501,374.00	(158.20)	(902.08)	(471.92)	1,500,471.92
CD-2270-1	04/08/13	CD	ViewPoint Bk CD 0.600 10/08/14		2,533,672.19	100.000	2,533,672.19	0.00	0.00	0.00	2,533,672.19
CD-6693-1	12/10/12	CD	Comerica Bk CD 0.570 12/19/14		2,011,429.83	100.000	2,011,429.83	0.00	0.00	0.00	2,011,429.83
3134G3PD6	01/10/13	AGCY CALL	FHLMC 0.550 02/27/15	02/27/14	2,000,000.00	100.282	2,005,638.00	(1,248.10)	(4,861.42)	(776.58)	2,000,776.58
CD-3620	09/17/13	CD	Comerica Bk CD 0.550 09/17/15		10,013,718.59	100.000	10,013,718.59	0.00	0.00	0.00	10,013,718.59
31398A4M1	10/07/13	AGCY BULET	FNMA 1.625 10/26/15		4,000,000.00	102.515	4,100,600.00	(11,396.92)	(11,396.92)	(89,203.08)	4,089,203.08
3135G0TT0	01/29/13	AGCY CALL	FNMA 0.500 01/29/16	01/29/14	2,707,000.00	100.000	2,707,000.00	0.00	0.00	0.00	2,707,000.00
3135G0XU2	10/07/13	AGCY CALL	FNMA 0.520 05/27/16	02/27/14	3,000,000.00	99.580	2,987,400.00	1,107.96	1,107.96	11,492.04	2,988,507.96
Total for Pooled Funds					62,123,886.36		62,559,347.86	(75,780.65)	(337,526.00)	(97,935.50)	62,221,821.86
Total for Town of Addison					62,123,886.36		62,559,347.86	(75,780.65)	(337,526.00)	(97,935.50)	62,221,821.86



Town of Addison
Projected Cash Flows
Cash Flows for next 180 days from 12/31/2013

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
Pooled Funds						
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	01/17/14	4,677.64	0.00	4,677.64
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	01/19/14	973.75	0.00	973.75
3135G0TT0	AGCY CALL	FNMA 0.500 01/29/16	01/29/14	6,767.50	0.00	6,767.50
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	01/31/14	1,290.47	0.00	1,290.47
31398AVD1	AGCY BULET	FNMA 2.750 02/05/14	02/05/14	156,062.50	11,350,000.00	11,506,062.50
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	02/17/14	4,677.64	0.00	4,677.64
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	02/19/14	973.75	0.00	973.75
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	02/22/14	8,072.25	0.00	8,072.25
313379LM9	AGCY BULET	FHLB 0.350 02/25/14	02/25/14	3,500.00	2,000,000.00	2,003,500.00
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	02/28/14	2,812.50	0.00	2,812.50
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	02/28/14	1,165.58	0.00	1,165.58
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	03/17/14	4,224.96	0.00	4,224.96
36959JCH4	CP - DISC	GE Capital Corp 0.000 03/17/14	03/17/14	0.00	2,000,000.00	2,000,000.00
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	03/19/14	879.51	0.00	879.51
36959JCR2	CP - DISC	GE Capital Corp 0.000 03/25/14	03/25/14	0.00	4,000,000.00	4,000,000.00
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	03/31/14	1,290.47	0.00	1,290.47
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	04/17/14	4,677.64	0.00	4,677.64
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	04/19/14	973.75	0.00	973.75
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	04/26/14	32,500.00	0.00	32,500.00
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	04/30/14	1,248.84	0.00	1,248.84
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	05/17/14	4,526.74	0.00	4,526.74
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	05/19/14	942.34	0.00	942.34
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	05/22/14	7,809.03	0.00	7,809.03
3135G0XU2	AGCY CALL	FNMA 0.520 05/27/16	05/27/14	7,800.00	0.00	7,800.00
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	05/31/14	1,290.47	0.00	1,290.47
89233HFD1	CP - DISC	Toyota Mtr Cr 0.000 06/13/14	06/13/14	0.00	5,000,000.00	5,000,000.00
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	06/17/14	4,677.64	0.00	4,677.64
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	06/19/14	973.75	0.00	973.75
Total for Pooled Funds				264,788.72	24,350,000.00	24,614,788.72



Town of Addison
Projected Cash Flows
Cash Flows for next 180 days from 12/31/2013

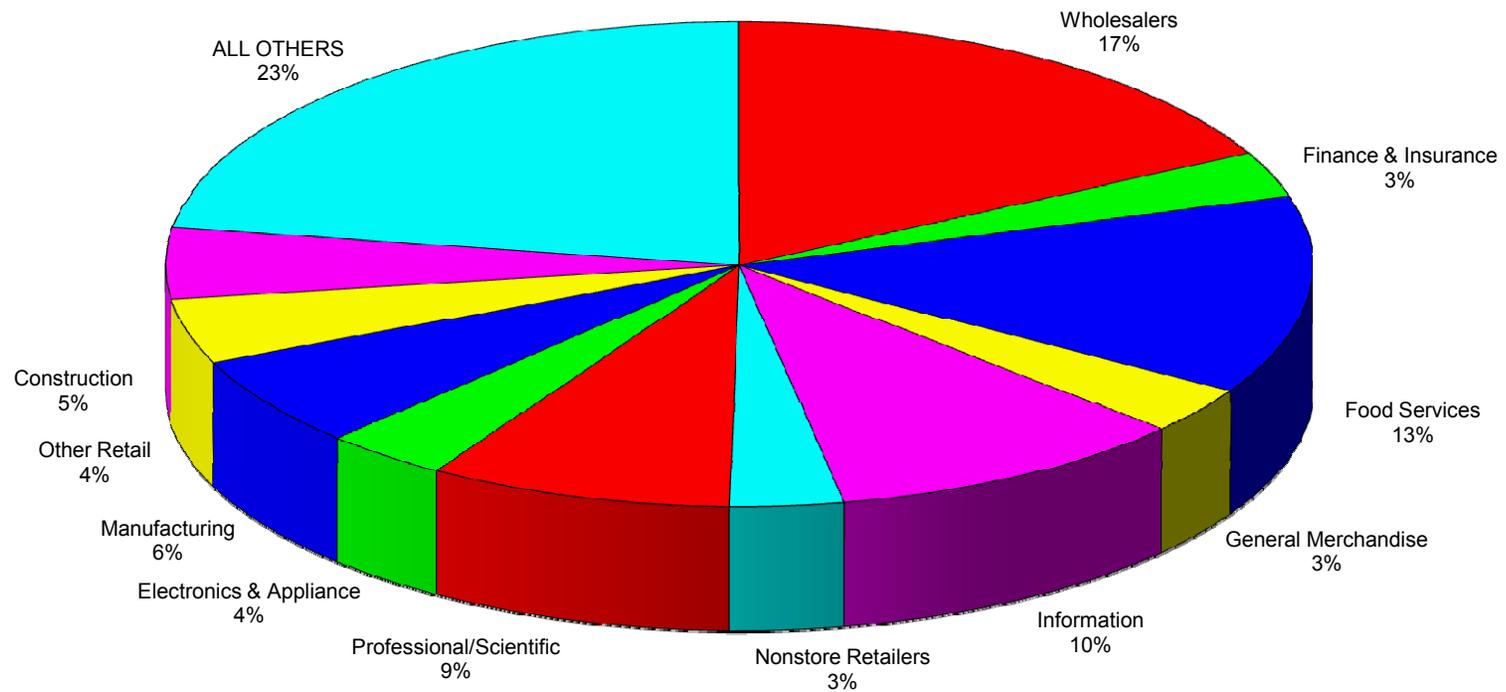
CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
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Total for All Portfolios

	January 2014	13,709.36	0.00		13,709.36	
	February 2014	177,264.22	13,350,000.00		13,527,264.22	
	March 2014	6,394.94	6,000,000.00		6,006,394.94	
	April 2014	39,400.23	0.00		39,400.23	
	May 2014	22,368.58	0.00		22,368.58	
	June 2014	5,651.39	5,000,000.00		5,005,651.39	
Total Projected Cash Flows for Town of Addison				264,788.72	24,350,000.00	24,614,788.72

TOWN OF ADDISON

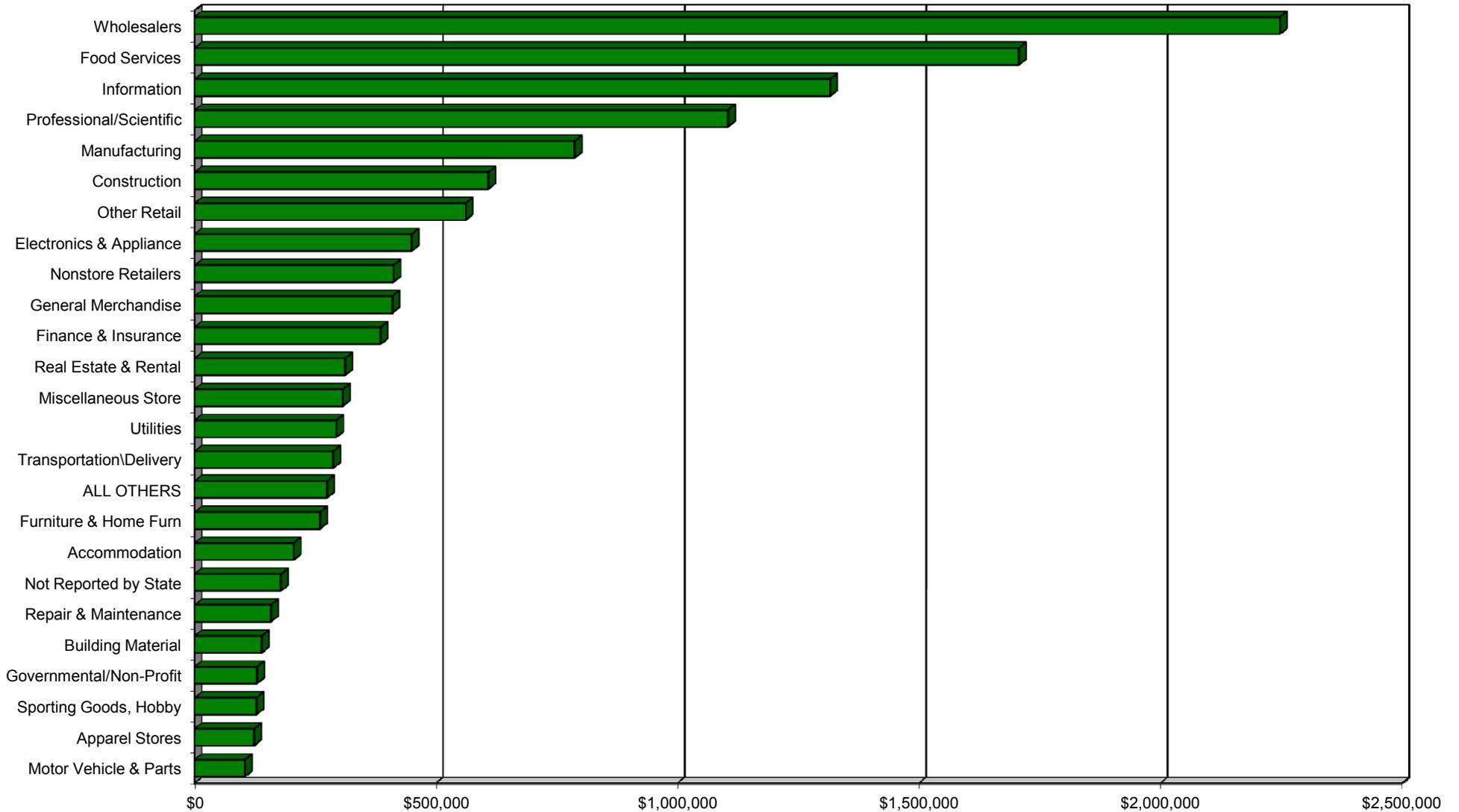
TOTAL TOWN \$12,884,929



BENCHMARK YEAR ENDING FOURTH QUARTER 2013

TOWN OF ADDISON

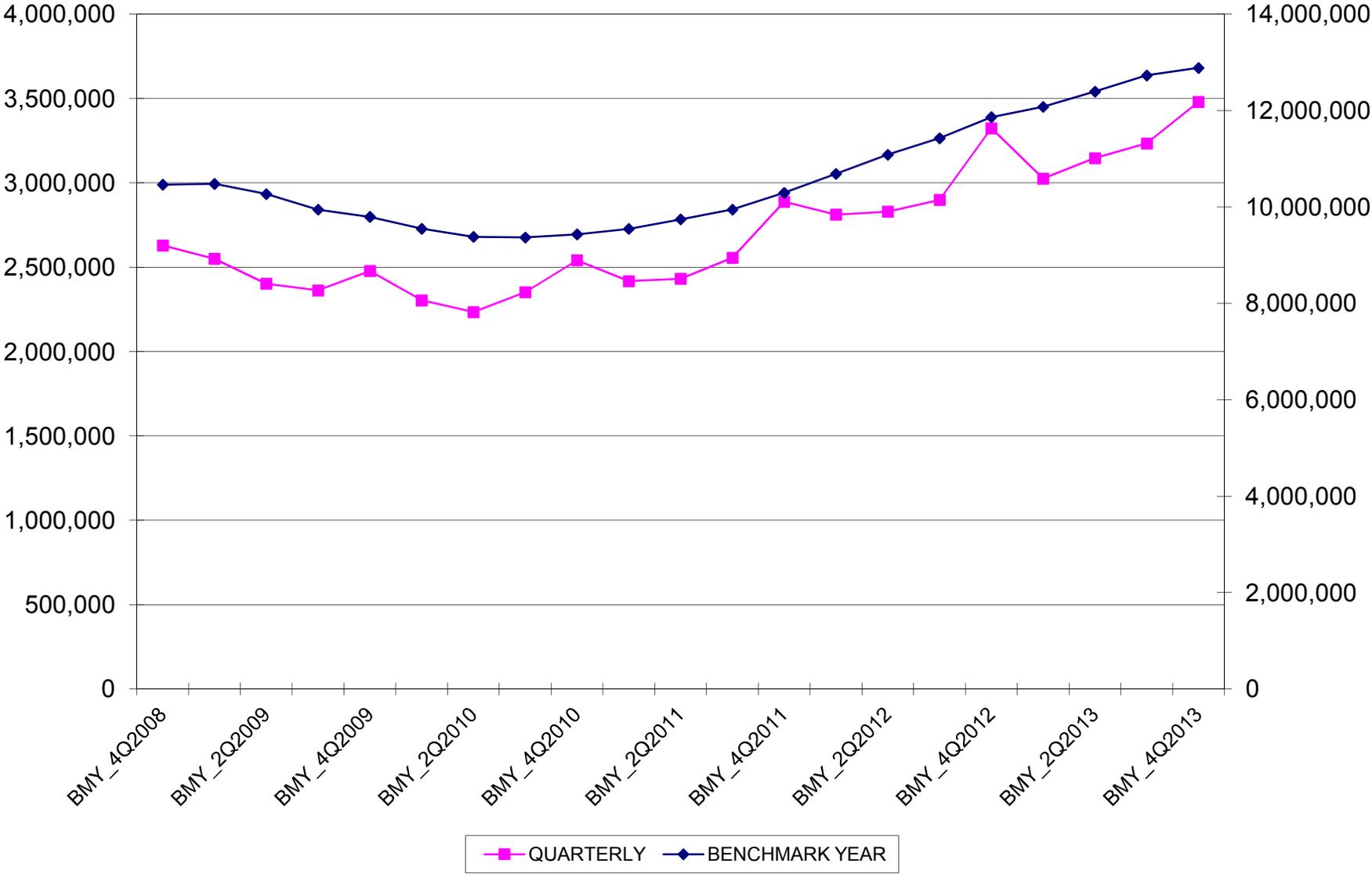
LOCAL SALES TAX REVENUE BY ECONOMIC SEGMENT



BENCHMARK YEAR ENDING FOURTH QUARTER 2013

TOWN OF ADDISON

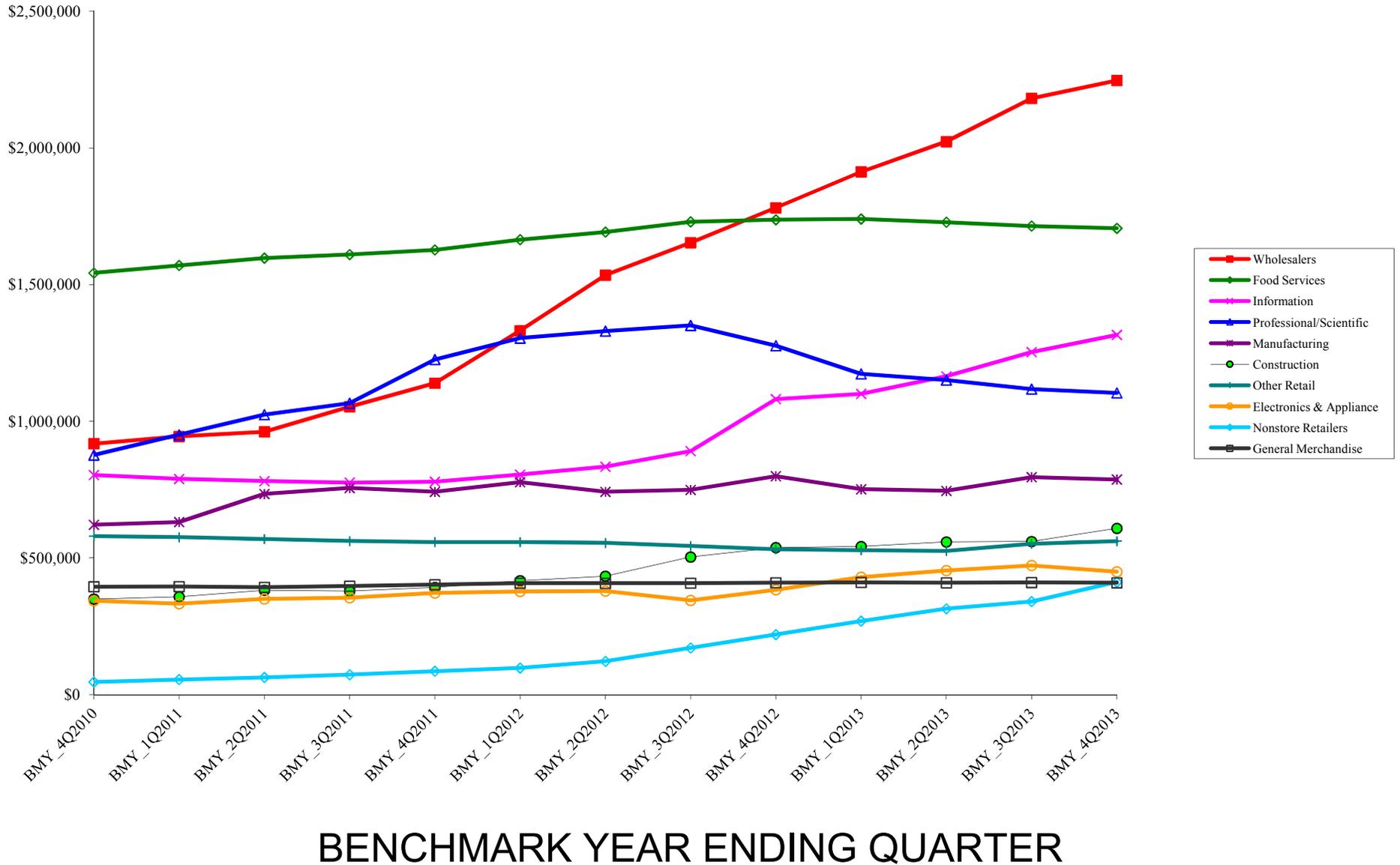
HISTORICAL SALES TAX REVENUE PERFORMANCE



BY QUARTER AND BENCHMARK YEAR ENDING QUARTER

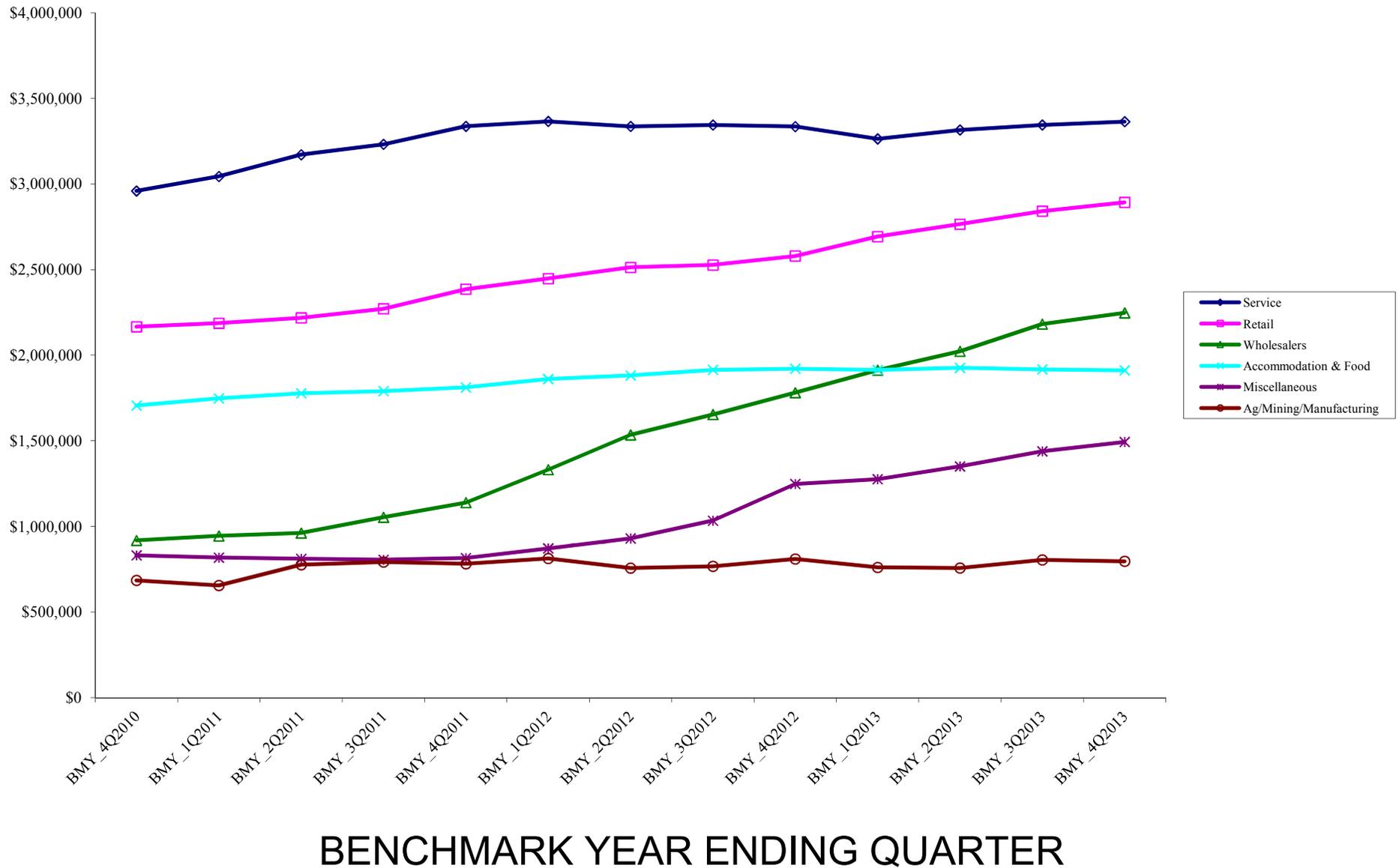
TOWN OF ADDISON

SALES TAX FROM TEN LARGEST BUSINESS SEGMENTS



TOWN OF ADDISON

SALES TAX BY ECONOMIC CATEGORY



Combined Meeting

ES1

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Closed (Executive) session of the Addison City Council pursuant to Section 551.087, Texas Government Code, to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect or business prospects that the City Council seeks to have locate, stay, or expand in or near the territory of the Town of Addison and with which the City Council is conducting economic development negotiations, and/or to deliberate the offer of a financial or other incentive to such business prospect or business prospects.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Combined Meeting

R15

Meeting Date: 03/11/2014

Council Goals: N/A

AGENDA CAPTION:

Discussion, consider, and take action regarding a business prospect or business prospects that the City Council seeks to have locate, stay, or expand in or near the territory of the Town of Addison and with which the City Council is conducting economic development negotiations, and/or regarding the offer of a financial or other incentive to such business prospect or business prospects.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:
