



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

6:30 PM

FEBRUARY 28, 2012

TOWN HALL

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

WORK SESSION

Item Discussion and presentation regarding a potential Addison
#WS1 - Citizens Assisting Police program.

REGULAR MEETING

Pledge of Allegiance

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

Introduction of Employees

Discussion of Events/Meetings

Item #R2- Consent Agenda.

#2a- Approval of Minutes for the February 14, 2012 Regular Council Meeting.

#2b- Approval of a contract with Durable Specialties in an amount not to exceed \$31,575.00 for traffic signal rewiring at three intersections: Addison Road at Lindbergh Drive, Addison Road at Sojourn Drive, and Airport Parkway at Quorum Drive.

#2c- Award of a bid to Nu-Way Construction for Airport Ramp Improvements at Addison Airport in the amount of \$67,409.55.

Item #R3 Presentation of the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2010.

Attachment(s):

1. Award and Press Release
-

Item #R4 Discussion and consideration of appointment of a Planning and Zoning Commissioner.

Item #R5 **Public hearing** and discussion regarding a potential bond program and election.

Item #R6 Presentation, discussion and consideration of approval

- authorizing the City Manager to execute a Construction Contract with ARK Contracting Services in the amount of \$311,420.00 (base bid) for Vitruvian Park slope protection/ drop structure at Bella Lane Bridge, and stabilization at the downstream weir in the area of town generally known as Vitruvian Park.

Attachment(s):

1. Bid Tab Summary
2. Recommendation Letter
3. Financial Summary

Recommendation:

Staff recommends approval.

-
- Item #R7 Discussion and consideration of approval authorizing the City Manager to execute an agreement with Halff Associates, Inc. for a stormwater utility fee study in an amount not to exceed \$223,500.
-

Attachment(s):

1. Halff proposal

Recommendation:

Staff recommends approval

-
- Item #R8 Consideration of a resolution authorizing the City Manager to enter into a Federal Aviation Administration Grant Agreement administered by the Texas Department of Transportation, to make Addison Airport improvements.
-

Attachment(s):

1. Resolution

2. Cover Memo

Recommendation:

Staff recommends approval.

Item #R9 - Presentation and discussion of the Addison Police Department 2011 Racial Profiling Report.

Attachment(s):

1. 2011 Racial Profiling Report

Item #R10 - Presentation and discussion of the Department of Financial & Strategic Services Quarterly Financial Review of the Town for the quarter and year-to-date ended December 31, 2011.

Attachment(s):

1. Q1 FY12 Quarterly Review

Item #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.

Item #ES2 - Closed (Executive) session of the Addison City Council pursuant to Section 551.074, Texas Government Code, to deliberate the evaluation of the City Manager.

Item
#R11 - Consideration of any action 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 any action regarding the offer of a financial or other incentive to such business prospect or business prospects.

Item
#R12 - Discussion and consideration of a Resolution approving compensation for the City Manager.

Attachment(s):

1. Draft Resolution

Adjourn Meeting

Posted:

Chris Terry, 2/22/2012, 5:00 PM

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

Council Agenda Item: #WS1

AGENDA CAPTION:

Discussion and presentation regarding a potential Addison Citizens Assisting Police program.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R 2a

AGENDA CAPTION:

Approval of Minutes for the February 14, 2012 Regular Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

[February 14 Minutes](#)

Type:

Backup Material

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

February 14, 2012

6:00 PM - Town Hall

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

Upstairs Conference Room

Council Members Present:

None

Absent:

None

Work Session

Item #WS1 - Presentation and discussion of the Project Planning and Performance Disciplines System implementation.

Item #WS2 - Discussion regarding 2012 City Council strategies and objectives.

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

**OFFICIAL ACTIONS OF THE ADDISON CITY
COUNCIL
REGULAR MEETING**

February 14, 2012

6:00 PM - Town Hall

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

Chris Terry, 2/10/2012, 5:00 PM

Council Members Present:

None

Absent:

None

REGULAR MEETING

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

The following employees were introduced: Michelle Hancock, Athletic Club; Karla Horton, Human Resources.

There was no action taken.

Item #R2 - Consent Agenda

#2a - Approval of Minutes for the January 24, 2012 Regular Council Meeting.

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

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Voting Nay: None

#2b - Approval of a contract with Dallas County for Election Services

in an amount not to exceed \$20,000.

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

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,
Resnik

Voting Nay: None

#2c - Approval authorizing the City Manager to execute an agreement with Scodeller Construction, Inc in an amount not to exceed \$30,000 for the completion of joint and crack sealing on Quorum Drive.

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

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,
Resnik

Voting Nay: None

#2d - Approval of a contract with Carruthers Landscape totaling \$45,398.10 for landscape and irrigation maintenance services.

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

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,
Resnik

Voting Nay: None

#2e - Approval of a contract with American Landscape Systems totaling \$39,023.11 for seasonal color planting at the Town's parks, municipal buildings and neighborhood and Town entrances.

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

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Voting Nay: None

Item #R3 - Recognition of Passion Hayes, Director of Human Resources for the Town of Addison, for attaining the IPMA-CP credential from the International Public Management Association for Human Resources.

HR Director Passion Hayes was recognized for attaining the IPMA-CP credential and general outstanding service to the Town of Addison.

There was no action taken.

Item #R4 - Presentation of the Planning and Zoning Commission's 2011 Annual Report by Ralph Doherty, Commission Chairman.

Ralph Doherty, Planning and Zoning Commission Chairman, gave a report updating the Council on the 2011 program of work.

There was no action taken.

Item #R5 - Consideration and approval of award of an advertising and marketing contract to the Vivanti Group and Matchbox Studio.

Carrie Rice, Director of Marketing and Communications presented and spoke regarding this item. Laura Schieber, Vivanti Group, also spoke regarding this item.

A motion to Approve was made by Council Member Neil Resnik. The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Voting Nay: None

Item #R6 - Discussion and consideration of approval of a Resolution suspending the March 6, 2012 effective date of a requested rate change filed by Atmos Energy Corp., Mid-Tex Division to permit the Town time to study the request and to establish reasonable rates, and providing for other matters related thereto.

Jerry Lewandowski, Finance Department, presented and spoke regarding this item. Jeanne Hooker, Atmos, also spoke regarding this item.

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

Item #R7 - Discussion and consideration authorizing the City Manager to execute a revised Interim Inter-local Agreement (ILA) between the City Of Carrollton and the Town of Addison for Fleet Services as needed until September 30, 2012.

Mark Acevedo, Director of General Services, presented and spoke regarding this item.

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

Item #R8 - Discussion and consideration of approval of an Ordinance amending Chapter 14 (Aviation), Article III (Municipal Airport), Division 1 (Generally) of the Code of Ordinances, which Division generally

provides rules and regulations pertaining to the use of and access to Addison Airport, by, among other things, amending and adding definitions; amending and adding provisions regarding use of the Airport by vehicles and pedestrians, Airport access, running of aircraft engines, aircraft maintenance within a hangar, aircraft washing, and interference with aircraft operations; providing defenses for certain violations; establishing requirements for a permit to conduct an event; and providing for other matters related to Airport use and access.

Mark Acevedo, Director of General Services, presented and spoke regarding this item.

A motion to Approve was made by .

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Voting Nay: None

Item #R9 - Presentation, discussion and consideration of approval of an amendment to the Code of Ordinances by amending Chapter 78 (Traffic and Vehicles), Article III (Vehicle Operation), Division 2 (Speed and Related Restrictions), Section 78-138 of the said code, removing the school zone on Vitruvian Way, between Marsh Lane and Spring Valley Road.

Alison Ream, Public Works Department, presented and spoke regarding this item.

Motion was made subject to the final review and approval of the City Manager and City Attorney.

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

The motion was seconded by Council Member Chris DeFrancisco.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,

Resnik

Voting Nay: None

Item #R10 - Discussion and consideration of an amendment to the lease between the Town, as landlord, and Durga Services, LLC, as tenant, of the property located at 4460 Belt Line Road (Clay Pit Restaurant), and discussion and consideration of any other action pertaining to the lease.

Kalyan Akkaseni, Clay Pit LLC, presented and spoke regarding this item.

A motion to was made by .

The motion result was:

Voting Aye: None

Voting Nay: None

Item #ES1 - Closed (Executive) session of the Addison City Council pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with its attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, regarding a lease between the Town, as landlord, and Durga Services, LLC, as tenant, of the property located at 4460 Belt Line Road (Clay Pit restaurant).

Council entered Executive Session at 8:43 p.m.

Council left Executive Session at 9:08 p.m. to address item R12

Council re-entered Executive Session at 9:10 p.m.

There was no action taken.

Item #ES2 - 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.

Item #ES3 - Closed (Executive) session of the Addison City Council pursuant to Section 551.074, Texas Government Code, to deliberate the evaluation of the City Manager.

Council left Executive Session at 11:45 p.m.

There was no action taken.

Item #R11 - Consideration of any action 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 any action regarding the offer of a financial or other incentive to such business prospect or business prospects.

There was no action taken.

Item #R12 - Discussion and consideration of any action regarding the lease between the Town, as landlord, and Durga Services, LLC, as tenant, of the property located at 4460 Belt Line Road (Clay Pit restaurant).

Item was moved forward in the agenda to follow item ES1.

Motion was made to deny the proposal of Durga Services, LLC.

A motion to Deny was made by Council Member Kimberly Lay.

The motion was seconded by Council Member Blake Clemens.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,
Resnik

Voting Nay: None

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

Council Agenda Item: #R 2b

AGENDA CAPTION:

Approval of a contract with Durable Specialties in an amount not to exceed \$31,575.00 for traffic signal rewiring at three intersections: Addison Road at Lindbergh Drive, Addison Road at Sojourn Drive, and Airport Parkway at Quorum Drive.

FINANCIAL IMPACT:

\$36,000 was budgeted for this item in the FY2012 streets operations budget.

BACKGROUND:

n/a

RECOMMENDATION:

Staff recommends approval

COUNCIL GOALS:

Promote Quality Transportation Services

ATTACHMENTS:

Description:

[Durable Quote](#)

Type:

Backup Material

DURABLE SPECIALTIES, INC.

BID PROPOSAL

THE TOWN OF ADDISON
16801 WESTGROVE DRIVE
ADDISON, TEXAS 75001-9010
ATTN: BRANDON GRAHAM
469.426.9840 C
972.450.2837 F
BGRAHAM@ADDISONTX.GOV

DATE: FEBRUARY 7TH 2012
OWNER: THE TOWN OF ADDISON
PROJECT: TRAFFIC SIGNAL REWIRE
LOCATION: ADDISON ROAD AT LINDBERGH DRIVE

ITEM#	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	REWIRE SIGNAL CABINET	1.00	EA	\$ 1,500.00	\$ 1,500.00
2	REWIRE TRAFFIC SIGNAL POLES	4.00	EA	\$ 300.00	\$ 1,200.00
3	TRAFFIC CONTROL	1.00	EA	\$ 1,000.00	\$ 1,000.00
4	REWIRE OPTICOM HEADS	4.00	EA	\$ 100.00	\$ 400.00
5	REWIRE LOOP DETECTORS	9.00	EA	\$ 50.00	\$ 450.00
6	16C/#14 AWG SIGNAL CABLE	950.00	LF	\$ 3.00	\$ 2,850.00
7	4C/SHIELDED LOOP CABLE	1,000.00	LF	\$ 1.00	\$ 1,000.00
8	OPTICOM CABLE	1,250.00	LF	\$ 1.00	\$ 1,250.00
9	GROUND WIRE	950.00	LF	\$ 1.00	\$ 950.00
10	REMOVE EXISTING CABLES	1.00	LS	\$ 500.00	\$ 500.00
11	REPLACE ALL SIGNAL MAST ARM WIRING	4.00	EA	\$ 100.00	\$ 400.00
	• 3 - 5 SECTION LEFT TURN HEADS				
	• 7 - 3 SECTION SIGNAL HEADS				
	• 8 - PEDESTRIAN HEADS				
	• 8 - PEDESTRIAN PUSH BUTTONS				
12	5C/#14 AWG (FOR 3 - SECT & PED HEADS)	300.00	LF	\$ 1.00	\$ 300.00
13	7C/#14 AWG (FOR 5 - SECT)	220.00	LF	\$ 1.00	\$ 220.00
				TOTAL	\$ 12,020.00

AS REQUIRED

14	REPLACE EXISTING PULL BOX TY-A W/O APRON	1.00	EA	\$ 500.00
15	REPLACE EXISTING PULL BOX TY-C W/O APRON	1.00	EA	\$ 525.00
16	REPLACE EXISTING PULL BOX TY-D W/O APRON	1.00	EA	\$ 550.00

SUBMITTED BY:

PATRICK C. BRYAN

ACCEPTED BY:

Price Excludes Pavement Markings, Sidewalk & Wheelchair ramps, Bonding, Stake-out, Field Engineering, Temp Signals, Foundation Removal

Durable will not provide primary or non-contributory insurance, or hold others harmless for their actions.

Price Includes all labor and materials, sales tax for construction equipment only and insurance for items of work quoted

Construction barricades are excluded unless they are listed above

Please allow 120 days for signal poles. (If poles are included)

PAYMENT IN FULL (NO RETAINAGE) IS DUE UPON COMPLETION OF WORK FOR CONTRACTS UNDER \$10,000.00.

QUOTED UNIT PRICES ARE VALID FOR 45 DAYS FROM DATE OF BID PROPOSAL

TERMS AND CONDITIONS STATED ABOVE WILL BE INCLUDED IN ANY SUBSEQUENT CONTRACT

P.O. BOX 535969 • GRAND PRAIRIE, TX 75053 • PHONE 972 296 6324 • FAX 972 780 7411

DURABLE SPECIALTIES, INC.

BID PROPOSAL

THE TOWN OF ADDISON
16801 WESTGROVE DRIVE
ADDISON, TEXAS 75001-9010
ATTN: BRANDON GRAHAM
469.426.9840 C
972.450.2837 F
BGRAHAM@ADDISONTX.GOV

DATE: FEBRUARY 7TH 2012
OWNER: THE TOWN OF ADDISON
PROJECT: TRAFFIC SIGNAL REWIRE
LOCATION: ADDISON ROAD AT SOJOURN DRIVE

ITEM#	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	REWIRE SIGNAL CABINET	1.00	EA	\$ 1,500.00	\$ 1,500.00
2	REWIRE TRAFFIC SIGNAL POLES	4.00	EA	\$ 300.00	\$ 1,200.00
3	TRAFFIC CONTROL	1.00	EA	\$ 1,000.00	\$ 1,000.00
4	REWIRE OPTICOM HEADS	4.00	EA	\$ 100.00	\$ 400.00
5	REWIRE LOOP DETECTORS	8.00	EA	\$ 50.00	\$ 400.00
6	16C/#14 AWG SIGNAL CABLE	600.00	LF	\$ 3.00	\$ 1,800.00
7	4C/SHIELDED LOOP CABLE	550.00	LF	\$ 1.00	\$ 550.00
8	OPTICOM CABLE	880.00	LF	\$ 1.00	\$ 880.00
9	GROUND WIRE	600.00	LF	\$ 1.00	\$ 600.00
10	REMOVE EXISTING CABLES	1.00	LS	\$ 500.00	\$ 500.00
11	REPLACE ALL SIGNAL MAST ARM WIRING	4.00	EA	\$ 100.00	\$ 400.00
	• 4 - 4 SECTION LEFT TURN HEADS				
	• 6 - 3 SECTION SIGNAL HEADS				
	• 8 - PEDESTRIAN HEADS				
	• 8 - PEDESTRIAN PUSH BUTTONS				
12	5C/#14 AWG (FOR 3 - SECT & PED HEADS)	270.00	LF	\$ 1.00	\$ 270.00
13	7C/#14 AWG (FOR 5 - SECT)	300.00	LF	\$ 1.00	\$ 300.00
TOTAL					\$ 9,800.00

AS REQUIRED

14	REPLACE EXISTING PULL BOX TY-A W/O APRON	1.00	EA	\$ 500.00
15	REPLACE EXISTING PULL BOX TY-C W/O APRON	1.00	EA	\$ 525.00
16	REPLACE EXISTING PULL BOX TY-D W/O APRON	1.00	EA	\$ 550.00

SUBMITTED BY:

PATRICK C. BRYAN

ACCEPTED BY:

Price Excludes Pavement Markings, Sidewalk & Wheelchair ramps, Bonding, Stake-out, Field Engineering, Temp Signals, Foundation Removal

Durable will not provide primary or non-contributory insurance, or hold others harmless for their actions.

Price Includes all labor and materials, sales tax for construction equipment only and insurance for items of work quoted

Construction barricades are excluded unless they are listed above

Please allow 120 days for signal poles. (If poles are included)

PAYMENT IN FULL (NO RETAINAGE) IS DUE UPON COMPLETION OF WORK FOR CONTRACTS UNDER \$10,000.00.

QUOTED UNIT PRICES ARE VALID FOR 45 DAYS FROM DATE OF BID PROPOSAL

TERMS AND CONDITIONS STATED ABOVE WILL BE INCLUDED IN ANY SUBSEQUENT CONTRACT

P.O. BOX 535969 • GRAND PRAIRIE, TX 75053 • PHONE 972 296 6324 • FAX 972 780 7411

DURABLE SPECIALTIES, INC.

BID PROPOSAL

THE TOWN OF ADDISON
16801 WESTGROVE DRIVE
ADDISON, TEXAS 75001-9010
ATTN: BRANDON GRAHAM
469.426.9840 C
972.450.2837 F
BGRAHAM@ADDISONTX.GOV

DATE: FEBRUARY 7TH 2012
OWNER: THE TOWN OF ADDISON
PROJECT: TRAFFIC SIGNAL REWIRE
LOCATION: AIRPORT PARKWAY AT QUORUM DRIVE

ITEM#	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	REWIRE SIGNAL CABINET	1.00	EA	\$ 1,500.00	\$ 1,500.00
2	REWIRE TRAFFIC SIGNAL POLES	6.00	EA	\$ 300.00	\$ 1,800.00
3	TRAFFIC CONTROL	1.00	EA	\$ 1,000.00	\$ 1,000.00
4	REWIRE OPTICOM HEADS	4.00	EA	\$ 100.00	\$ 400.00
5	REWIRE LOOP DETECTORS	10.00	EA	\$ 50.00	\$ 500.00
6	16C/#14 AWG SIGNAL CABLE	461.00	LF	\$ 3.00	\$ 1,383.00
7	4C/SHIELDED LOOP CABLE	411.00	LF	\$ 1.00	\$ 411.00
8	OPTICOM CABLE	670.00	LF	\$ 1.00	\$ 670.00
9	GROUND WIRE	461.00	LF	\$ 1.00	\$ 461.00
10	REMOVE EXISTING CABLES	1.00	LS	\$ 500.00	\$ 500.00
11	REPLACE ALL SIGNAL MAST ARM WIRING	4.00	EA	\$ 100.00	\$ 400.00
	• 4 - 4 SECTION LEFT TURN HEADS				
	• 6 - 3 SECTION SIGNAL HEADS				
	• 8 - PEDESTRIAN HEADS				
	• 8 - PEDESTRIAN PUSH BUTTONS				
12	5C/#14 AWG (FOR 3 - SECT & PED HEADS)	380.00	LF	\$ 1.00	\$ 380.00
13	7C/#14 AWG (FOR 5 - SECT)	350.00	LF	\$ 1.00	\$ 350.00
TOTAL					\$ 9,755.00

AS REQUIRED

14	REPLACE EXISTING PULL BOX TY-A W/O APRON	1.00	EA	\$ 500.00
15	REPLACE EXISTING PULL BOX TY-C W/O APRON	1.00	EA	\$ 525.00
16	REPLACE EXISTING PULL BOX TY-D W/O APRON	1.00	EA	\$ 550.00

SUBMITTED BY:

PATRICK C. BRYAN

ACCEPTED BY:

Price Excludes Pavement Markings, Sidewalk & Wheelchair ramps, Bonding, Stake-out, Field Engineering, Temp Signals, Foundation Removal

Durable will not provide primary or non-contributory insurance, or hold others harmless for their actions.

Price Includes all labor and materials, sales tax for construction equipment only and insurance for items of work quoted

Construction barricades are excluded unless they are listed above

Please allow 120 days for signal poles. (If poles are included)

PAYMENT IN FULL (NO RETAINAGE) IS DUE UPON COMPLETION OF WORK FOR CONTRACTS UNDER \$10,000.00.

QUOTED UNIT PRICES ARE VALID FOR 45 DAYS FROM DATE OF BID PROPOSAL

TERMS AND CONDITIONS STATED ABOVE WILL BE INCLUDED IN ANY SUBSEQUENT CONTRACT

P.O. BOX 535969 • GRAND PRAIRIE, TX 75053 • PHONE 972 296 6324 • FAX 972 780 7411

Council Agenda Item: #R 2c

AGENDA CAPTION:

Award of a bid to Nu-Way Construction for Airport Ramp Improvements at Addison Airport in the amount of \$67,409.55.

FINANCIAL IMPACT:

Airport Fund: \$50,000

RAMP Grant \$50,000

BACKGROUND:

The Town of Addison annually receives a RAMP (Routine Airport Maintenance Program) grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program. The grant is eligible for maintenance projects on the airport such as, pavement repairs, pavement markings, general maintenance, etc. This year staff has earmarked the grant to be used for ramp improvements at the Metro Hangar area. The grant will be a 50/50 matching grant, \$50,000 TXDOT Funds and \$50,000 Town of Addison Airport Funds.

Funds required for the Town's share is budgeted and available in the Airport fund.

The project consists of approximately 725 square yards of pavement reconstruction including removal of asphalt and concrete pavement sections and the construction of reinforced concrete pavement at the Metro Hangar Ramp area.

Seven bids were received. The low responsible bid is from Nu-Way Construction, in the amount of \$67,409.55.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

N/A, Mindful Stewardship of Town Resources, Develop and utilize the Addison Airport as an engine to drive economic growth in the community

ATTACHMENTS:

Description:

- [Cover Memo](#)
- [Engineers Recommendation](#)

Type:

- Cover Memo
- Backup Material

DATE SUBMITTED: February 22, 2012
FOR COUNCIL MEETING: February 28, 2012

Council Agenda Item:

SUMMARY:

Consideration of award of bid to Nu-Way Construction for Airport Ramp Improvements at Addison Airport in the amount of \$67,409.55.

FINANCIAL IMPACT:

Airport Fund:	\$50,000
RAMP Grant	\$50,000

BACKGROUND:

The Town of Addison annually receives a RAMP (Routine Airport Maintenance Program) grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program. The grant is eligible for maintenance projects on the airport such as, pavement repairs, pavement markings, general maintenance, etc. This year staff has earmarked the grant to be used for ramp improvements at the Metro Hangar area. The grant will be a 50/50 matching grant, \$50,000 TXDOT Funds and \$50,000 Town of Addison Airport Funds.

Funds required for the Town's share is budgeted and available in the Airport fund.

The project consists of approximately 725 square yards of pavement reconstruction including removal of asphalt and concrete pavement sections and the construction of reinforced concrete pavement at the Metro Hangar Ramp area.

Seven bids were received. The low responsible bid is from Nu-Way Construction, in the amount of \$67,409.55.

RECOMMENDATION:

Staff recommends approval.



3010 Gaylord Parkway
Suite 190
Frisco, TX 75034
TEL 972.377.7480
FAX 972.377.8380
www.GarverUSA.com

February 21, 2012

Mr. Mark Acevedo
Director of General Services
Town of Addison
16801 Westgrove Drive
Addison, TX 75001

Re: Addison Airport – Metro Hangar Ramp Improvements
Bid No. 12-05
Garver Project No. 11081120
Recommendation of Award

Dear Mark,

Bids were received for the Addison Airport Metro Hangar Ramp Improvements project at the Town of Addison Finance Building at 10:00 am on February 21, 2012. A total of seven bids were received on the project. Nu-Way Construction submitted the low bid for the project in the amount of \$67,409.55 for Schedules I and II. The Engineer's Opinion of Probable Cost for both schedules was \$93,410.00. The bids received are as followed:

<u>Contractor</u>	<u>Schedule I</u>	<u>Schedule II</u>	<u>Sch. I + Sch. II</u>
Nu-Way Construction	\$50,311.35	\$17,098.20	\$67,409.55
Estrada Concrete Co.	\$69,983.00	\$19,032.00	\$82,410.00
Northstar Construction	\$69,983.00	\$20,952.00	\$90,935.00
Stark Built	\$79,304.50	\$26,068.00	\$105,372.50
EAS Contracting	\$91,004.50	\$23,264.60	\$114,269.10
Jim Bowman Construction	\$95,914.35	\$30,830.00	\$126,744.35
RNDI Companies	\$115,657.00	\$33,772.00	\$149,429.00

Based on Garver's review, we believe that the bid submitted by Nu-Way Construction is the lowest qualified bidder and represents a good value for the Airport. Therefore, we request your concurrence in awarding the "Metro Hangar Ramp Improvements" contract to Nu-Way Construction.

Please call me if you have any questions.

Sincerely,

Frank McIllwain, PE
Senior Project Manager

Mark Acevedo
February 21, 2012
Page 2 of 2

cc: Matt McCombs
Joel Jenkinson

Attachments: Bid Tabulation

L:\2011\11081120 - ADS Metro Hangar Ramp\Correspondence\Outgoing\ADS Metro Hangar Ramp Recommendation of Award.doc

Council Agenda Item: #R3

AGENDA CAPTION:

Presentation of the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2010.

FINANCIAL IMPACT:

There is no financial impact associated with this item.

BACKGROUND:

The Certificate of Achievement is awarded by the Government Finance Officers Association and is the highest form of recognition in governmental accounting and financial reporting. This is the 35th consecutive year that the Town of Addison has received the Certificate of Achievement.

RECOMMENDATION:

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Conduct the Business of the Town in a Fiscally Responsible Manner

ATTACHMENTS:

Description:

[Award and Press Release](#)

Type:

Backup Material

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Town of Addison
Texas

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
September 30, 2010

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



Linda C. Davison

President

Jeffrey R. Emer

Executive Director



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

10/05/2011

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Town of Addison** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Randolph C. Moravec, Chief Financial Officer

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

Council Agenda Item: #R4

AGENDA CAPTION:

Discussion and consideration of appointment of a Planning and Zoning Commissioner.

FINANCIAL IMPACT:

No Financial Impact

BACKGROUND:

Commissioner Margie Gunther resigned to file for a place on the ballot for the 2012 City Council election. Commissioner Gunther's appointment belonged to Council Member Lay.

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R5

AGENDA CAPTION:

Public hearing and discussion regarding a potential bond program and election.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

n/a

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R6

AGENDA CAPTION:

Presentation, discussion and consideration of approval authorizing the City Manager to execute a Construction Contract with ARK Contracting Services in the amount of \$311,420.00 (base bid) for Vitruvian Park slope protection/ drop structure at Bella Lane Bridge, and stabilization at the downstream weir in the area of town generally known as Vitruvian Park.

FINANCIAL IMPACT:

Funds are available from the first phase of the certificates of obligation for Vitruvian Park. (see attached sheet). The Project Manager is Kent Power with R.H. Shackelford, Inc. (RHSI).

BACKGROUND:

On November 8, 2011, Council authorized Nathan D. Maier (NDM) to develop plans and specifications for addressing the problems associated with the continued erosion of the Downstream Weir and the Bella Bridge Drop structure.

The Town received five bids for the proposed improvements on February 15, 2012. The lowest responsive bidder is ARK Contracting Services in the amount of \$311,420.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

N/A, Mindful Stewardship of Town Resources

ATTACHMENTS:

Description:

- [Bid Tab Summary](#)
- [Recommendation Letter](#)
- [Financial Summary](#)

Type:

Cover Memo
Cover Memo
Cover Memo

Town of Addison Bid Tabulation
Vitruvian Park Slope Protection/Drop Structure at Bella Lane
Vehicular Bridge and Stabilization at the Downstream Weir

Letting Date: 02/15/12
NDM Job No.: 11-07-037.B

Item No.	Description	Qty.	Unit	ARK Contracting Svcs		C. Green Scaping LP		REBCON, Inc.	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
BASE BID									
1	Mobilization	1	LS	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00	\$40,000.00	\$40,000.00
2	SWPPP Coordination and Submittal of Documentation	1	LS	\$6,500.00	\$6,500.00	\$1,250.00	\$1,250.00	\$1,100.00	\$1,100.00
3	SWPPP Execution, Installation, BMP Maintenance & BMP Removal	1	LS	\$11,000.00	\$11,000.00	\$2,605.00	\$2,605.00	\$500.00	\$500.00
4	Project Signs	2	EA	\$1,000.00	\$2,000.00	\$600.00	\$1,200.00	\$750.00	\$1,500.00
5	Dewatering	1	LS	\$24,000.00	\$24,000.00	\$43,900.00	\$43,900.00	\$65,000.00	\$65,000.00
6	Site Preparation	1	LS	\$28,000.00	\$28,000.00	\$14,390.00	\$14,390.00	\$25,000.00	\$25,000.00
7	Temporary Stabilization of Downstream Weir	1	LS	\$12,000.00	\$12,000.00	\$4,600.00	\$4,600.00	\$10,000.00	\$10,000.00
8	24" Diameter Drilled Concrete Piers	186	VF	\$75.00	\$13,950.00	\$116.00	\$21,576.00	\$130.00	\$24,180.00
9	Reinforced Concrete Pier Cap at Weir	5	CY	\$780.00	\$3,900.00	\$580.00	\$2,900.00	\$750.00	\$3,750.00
10	Reinforced Concrete Retaining Wall Extension Footing	2.5	CY	\$780.00	\$1,950.00	\$610.00	\$1,525.00	\$800.00	\$2,000.00
11	Reinforced Concrete Retaining Wall Extension	2	CY	\$800.00	\$1,600.00	\$610.00	\$1,220.00	\$850.00	\$1,700.00
12	Reinforced Concrete Retaining Wall at Weir (included top 12" of beam)	17	CY	\$780.00	\$13,260.00	\$610.00	\$10,370.00	\$1,500.00	\$25,500.00
13	Reinforced Concrete Channel Lining (12" thick)	205	CY	\$210.00	\$43,050.00	\$390.00	\$79,950.00	\$600.00	\$123,000.00
14	Grout Fill Under Existing Riprap at Bella Drop Structure	20	CY	\$180.00	\$3,600.00	\$290.00	\$5,800.00	\$260.00	\$5,200.00
15	Reinforced Concrete Slope Protection (5" thick)(standard cutoff walls incidental)	165	SY	\$65.00	\$10,725.00	\$49.00	\$8,085.00	\$70.00	\$11,550.00
16	18" Reinforced Concrete Cutoff Wall (includes curb where required)	30	CY	\$560.00	\$16,800.00	\$580.00	\$17,400.00	\$800.00	\$24,000.00
17	Integral Color for Exposed Concrete Elements of Bella Drop Structure	1	LS	\$16,000.00	\$16,000.00	\$52,400.00	\$52,400.00	\$10,300.00	\$10,300.00
18	PVC Coated Galvanized Gabion Basket	163	CY	\$245.00	\$39,935.00	\$248.00	\$40,424.00	\$200.00	\$32,600.00
19	PVC Coated Galvanized Gabion Mattress	425	SY	\$90.00	\$38,250.00	\$73.00	\$31,025.00	\$66.00	\$28,050.00
20	Fence Repair	1	LS	\$6,500.00	\$6,500.00	\$600.00	\$600.00	\$2,750.00	\$2,750.00
21	Block Sod	1	LS	\$2,400.00	\$2,400.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00
				Total Base Bid (Items 1 through 21)		\$311,420.00		\$444,680.00	
				Total Time of Bid (Calendar Days)		90		120	
				Total of Calendar Days x \$750		\$67,500.00		\$90,000.00	
				(A) + (B) = TOTAL BID		\$378,920.00		\$523,430.00	

ALTERNATE BID 1									
22	Additive Alternate Amount to Use Earth-tone Stone for Gabion Construction	1	LS	\$33,000.00	\$33,000.00	\$17,800.00	\$17,800.00	\$91,750.00	\$91,750.00
				Total Base Bid Plus Alternate 1 Amount		\$381,020.00		\$536,430.00	
				Total Time of Bid (Calendar Days)		100		120	
				Total of Calendar Days x \$750		\$75,000.00		\$90,000.00	
				(A) + (B) = TOTAL BID		\$419,420.00		\$615,180.00	

ALTERNATE BID 2									
23	Additive Alternate Amount to Use Brown Milsap Flagstone Facing for Gabion Construction	1	LS	\$57,000.00	\$57,000.00	\$39,800.00	\$39,800.00	\$75,915.00	\$75,915.00
				Total Base Bid Plus Alternate 2 Amount		\$403,020.00		\$520,595.00	
				Total Time of Bid (Calendar Days)		100		140	
				Total of Calendar Days x \$750		\$75,000.00		\$105,000.00	
				(A) + (B) = TOTAL BID		\$443,420.00		\$599,345.00	

- NOTES 1 - Corrected Alternate Bid Total. Total did not include Base Bid Amount.
2 - Corrected Alternate Bid Total. Contractor did not include total for B portion of bid.
3 - Corrected Alternate Bid Total. Incorrect total due to Note 2 error.



Town of Addison Bid Tabulation
Vitruvian Park Slope Protection/Drop Structure at Bella Lane
Vehicular Bridge and Stabilization at the Downstream Weir

Letting Date: 02/15/12
NDM Job No.: 11-07-037.B

Item No.	Description	Qty.	Unit	Earth Builders		DCi Contracting, inc.	
				Unit Cost	Total Cost	Unit Cost	Total Cost
BASE BID							
1	Mobilization	1	LS	\$25,000.00	\$25,000.00	\$120,000.00	\$120,000.00
2	SWPPP Coordination and Submittal of Documentation	1	LS	\$3,500.00	\$3,500.00	\$12,000.00	\$12,000.00
3	SWPPP Execution, Installation, BMP Maintenance & BMP Removal	1	LS	\$15,000.00	\$15,000.00	\$6,000.00	\$6,000.00
4	Project Signs	2	EA	\$600.00	\$1,200.00	\$1,200.00	\$2,400.00
5	Dewatering	1	LS	\$72,000.00	\$72,000.00	\$72,000.00	\$72,000.00
6	Site Preparation	1	LS	\$83,000.00	\$83,000.00	\$30,000.00	\$30,000.00
7	Temporary Stabilization of Downstream Weir	1	LS	\$15,000.00	\$15,000.00	\$42,000.00	\$42,000.00
8	24" Diameter Drilled Concrete Piers	186	VF	\$150.00	\$27,900.00	\$144.00	\$26,784.00
9	Reinforced Concrete Pier Cap at Weir	5	CY	\$700.00	\$3,500.00	\$840.00	\$4,200.00
10	Reinforced Concrete Retaining Wall Extension Footing	2.5	CY	\$1,800.00	\$4,500.00	\$840.00	\$2,100.00
11	Reinforced Concrete Retaining Wall Extension	2	CY	\$1,800.00	\$3,600.00	\$840.00	\$1,680.00
12	Reinforced Concrete Retaining Wall at Weir (included top 12" of beam)	17	CY	\$700.00	\$11,900.00	\$840.00	\$14,280.00
13	Reinforced Concrete Channel Lining (12" thick)	205	CY	\$700.00	\$143,500.00	\$600.00	\$123,000.00
14	Grout Fill Under Existing Riprap at Bella Drop Structure	20	CY	\$150.00	\$3,000.00	\$600.00	\$12,000.00
15	Reinforced Concrete Slope Protection (5" thick)(standard cutoff walls incidental)	165	SY	\$85.00	\$14,025.00	\$120.00	\$19,800.00
16	18" Reinforced Concrete Cutoff Wall (includes curb where required)	30	CY	\$700.00	\$21,000.00	\$840.00	\$25,200.00
17	Integral Color for Exposed Concrete Elements of Bella Drop Structure	1	LS	\$10,000.00	\$10,000.00	\$6,000.00	\$6,000.00
18	PVC Coated Galvanized Gabion Basket	163	CY	\$225.00	\$36,675.00	\$228.00	\$37,164.00
19	PVC Coated Galvanized Gabion Mattress	425	SY	\$80.00	\$34,000.00	\$108.00	\$45,900.00
20	Fence Repair	1	LS	\$800.00	\$800.00	\$6,000.00	\$6,000.00
21	Block Sod	1	LS	\$9,500.00	\$9,500.00	\$30,000.00	\$30,000.00
Total Base Bid (Items 1 through 21)				\$538,600.00		\$638,508.00	
Total Time of Bid (Calendar Days)				150		180	
Total of Calendar Days x \$750				\$112,500.00		\$135,000.00	
(A) + (B) = TOTAL BID				\$651,100.00		\$773,508.00	

ALTERNATE BID 1							
22	Additive Alternate Amount to Use Earth-tone Stone for Gabion Construction	1	LS	\$1,000.00	\$1,000.00	\$48,000.00	\$48,000.00
Total Base Bid Plus Alternate 1 Amount				\$539,600.00		\$686,508.00	
Total Time of Bid (Calendar Days)				150		180	
Total of Calendar Days x \$750				\$112,500.00		\$135,000.00	
(A) + (B) = TOTAL BID				\$652,100.00		\$821,508.00	

ALTERNATE BID 2							
23	Additive Alternate Amount to Use Brown Milsap Flagstone Facing for Gabion Construction	1	LS	\$48,000.00	\$48,000.00	\$60,000.00	\$60,000.00
Total Base Bid Plus Alternate 2 Amount				\$586,600.00		\$698,508.00	
Total Time of Bid (Calendar Days)				150		180	
Total of Calendar Days x \$750				\$112,500.00		\$135,000.00	
(A) + (B) = TOTAL BID				\$699,100.00		\$833,508.00	

- NOTES 1 - Corrected Alternate Bid Total. Total did not include Base Bid Amount.
2 - Corrected Alternate Bid Total. Contractor did not include total for B portion of bid.
3 - Corrected Alternate Bid Total. Incorrect total due to Note 2 error.



February 21, 2012

Kent Power
R.H. Shackelford, Inc.
1100 NW Loop 410 350
San Antonio, TX 78213

**Re: *Town of Addison
Vitruvian Park
Slope Protection/Drop Structure at Bella Lane Vehicular Bridge and
Stabilization at the Downstream Weir***

Mr. Power,

ARK Contracting Services, LLC (ARK) was the low bidder for the above referenced project. Their bid appears to be responsive. Nathan D. Maier Consulting Engineers, Inc. (NDM) performed a check of references provided by ARK.

The comments from the references contacted are listed below.

NDM contacted James (Jim) Caswell with the City of Plano. Jim told us ARK was the prime contractor for two significant gabion projects. The gabions required tiebacks and concrete beams. One of the jobs also required piers under an area of baskets for stability. Jim indicated there were no problems with the gabion or pier construction. The project start-up went smoothly with no issues. Jim said the construction equipment was in good condition and ARK had no equipment break downs during the project. There were some change orders, but they were handled well. Jim also stated that ARK was fair on the change order pricing. The project was completed on-time and there were no concerns regarding project closeout. Jim said he would work with ARK again. Jim also stated that he gets along with the ARK personnel very well and that ARK is the best contractor he has worked with.

NDM spoke with James Essenmacher, Inspection Supervisor with the City of Arlington. James was very pleased with ARK and stated they "can do almost anything." ARK has performed a number of projects for the City including gabion construction, replace/construct large diameter water and sewer lines, emergency spillway repairs, and several concrete jobs including weirs, vaults and manholes. Ark is currently the prime contractor for the \$13,000,000 Johnson Creek Conservation project. James told me ARK has a concrete division and the City has observed no concrete construction issues. James also stated, "ARK is a genius with working with gabions. If there is a problem with gabions ARK can get it solved." James also reported that all project documentation is done accurately and completely. James indicated ARK projects are finished on time and in budget without any closeout issues. James stated that ARK is not the best contractor he has worked with but would certainly work with them again.

NDM contacted Amy Robinson with CDM Engineers/ City of Fort Worth. Amy confirmed that ARK is the prime contractor for a \$7,379,000 that includes junction box rehab and by-pass pumping currently being constructed. ARK did sub out the rebar and by-pass construction. She also believes they sub-contracted the pier construction. Amy remembers no issues with the concrete work. Amy reported there have been no issues with paper work. She said ARK's equipment seems to be in good shape and there have been no issues with safety. Amy did note that ARK had an incident with equipment getting too close to power lines creating an electrical ark. AMY said ARK is ahead of the project schedule at this time and she would work with ARK again.

NDM spoke with Jeff Johnson with UTA systems. Jeff said ARK has performed multiple contracts for UTA that included a water line replacement in the middle of campus, a 36' deep sewer line on the campus, fire hydrant replacement, and creek rehab and drainage that included gabion and concrete construction. There were no issues with the creek projects. Project startup has always gone well and ARK crews are current on safety training. The most recent project was completed on time and on budget. There were no issues with project closeout. Jeff stated that ARK has a steady crew and they are easy to work with. When the campus needed ARK to shut down for a UTA event they would shut down with no issues. Jeff said he can't say enough good things about ARK and would work with them again.

NDM contacted Mark Reed with Dallas County. Mark indicated he has worked with ARK on various gabion projects. All construction went well with no issues and the County has been pleased with the completed projects. There have been no startup or safety issues. There have been no concerns regarding the condition of construction equipment. Projects finished on time and in budget. All paperwork was turned in on time and correct. There have been no claims on any projects and Mark indicated he has always been pleased with the project communication. Mark said he would "absolutely work with ARK again."

NDM contacted Thom Hubachek with the City of Dallas. Thom stated ARK completed a \$500,000 erosion control project that included a pedestrian bridge, gabion walls and realignment of the channel. ARK constructed abutments and piers with no issues. All gabion construction was completed with no concerns. There were no safety issues and the project was completed on time and in budget. There were change orders but ARK handled them fairly and attempted to solve problems by working with the engineer. Punch list items were addressed with no issues. Thom stated ARK employs good people and is easy to work with. Thom indicated he would work with ARK again.

NDM also contacted Tracy Tucker of the Tucker Agency, LTD (Tucker). Tucker is ARK's bonding agent. Tracy believes Tucker has worked with ARK for about 8 years. Tracy indicated there have been no claims against ARK. Tracy said Tucker would bond ARK for \$20-\$25 million for a single contract and \$50 million aggregate. Tracy has no concerns bonding ARK for the project. Tracy told NDM that we should be happy with ARK on the insurance and surety side of this project.

Mr. Kent Power
February 21, 2012
Page 3 of 3

Based on the above, NDM has no objections to awarding the project to ARK. However, because there are potential power line and utility issues on this project and ARK has had problems with this in the past as noted above, NDM recommends specifically discussing utility coordination issues for the project with ARK prior to construction so that the Town of Addison has confidence in ARK's ability to coordinate and perform this work.

If you have any questions related to this letter, please feel free to call us.

Sincerely,

NATHAN D. MAIER
CONSULTING ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read 'B. LaFoy', is written over a faint, light blue circular stamp or watermark.

Brian J. LaFoy, P.E.
Vice President

cc File

2008 Capital Projects Report through 2/10/12

Summary by Project:	Vitruvian Development
Proceeds from Issuance	\$ 23,278,000
Project to Date Revenues Received:	
Intergovernmental (Dallas County)	500,000
Intergovernmental (DISD)	-
Intergovernmental (NCTCOG)	635,648
Intergovernmental (SECO)	-
Interest Income	-
Developer Contributions (DISD)	-
Developer Contributions (UDR)	2,115,472
Reimbursement of Expenditures (AT&T)	372,364
Other Income	5,625
Total Revenues Received	3,629,108
Project to Date Expenditures Paid:	
Engineering & Architectural	4,695,037
Legal Fees	43,160
Construction & Capital Outlay	20,960,345
Land Purchase	-
Other Expenditures	689,406
Total Expenditures Paid	26,387,947
Net Project to Date	\$ 519,161
Receivables:	
AT&T	-
Dallas County	1,174,180
NCTCOG - Sustainable Dev Grant	238,628
SECO - Renewable Energy Grant	-
UDR	-
Total Receivables	1,412,808
Payables:	
Austin Bridge & Road	(261,787)
C. Miller Drilling	(3,371)
Freese-Nichols	-
Halff Associates	(3,507)
Icon	(4,066)
Kimley-Horn	-
Kleinfelder	(119,222)

Landmark Structures Mgmt	-
Nathan Maier	(23,389)
North Texas Contracting	(645,053)
Oncor	-
R.H. Shackelford	(20,904)
TBG Partners	(640)
Terracon	-
UDR	(34,359)
Total Payables	(1,116,298)
Projected Ending Balance	\$ 815,671

Council Agenda Item: #R7

AGENDA CAPTION:

Discussion and consideration of approval authorizing the City Manager to execute an agreement with Halff Associates, Inc. for a stormwater utility fee study in an amount not to exceed \$223,500.

FINANCIAL IMPACT:

While this item was not budgeted in the FY2012 budget, funds are available in the Streets Capital Projects to fund the project.

BACKGROUND:

During the development of the FY2012 budget, there was discussion regarding a Stormwater Utility Fee. Given the number of mandates that the Town is required to meet and will be required to address in the future and the number of potential storm water projects, Council directed that staff investigate this subject further.

The engineering firm, Halff Associates, has been working with the Town for the past several years in addressing the Town's various storm water issues. Staff met with Walter Skipwith of Halff and Diane Palmer of Palmer Price, Inc. to review the subject further. Based on those meetings, staff asked Halff to prepare a proposal to conduct a storm water utility study. The study will enable Council to determine if they wish to implement a storm water utility fee and the fee amount. The cost of the study is an estimated fee not to exceed \$223,500.

RECOMMENDATION:

Staff recommends approval

COUNCIL GOALS:

Increase Revenues by at least 6% (to \$28.5mm) while holding the tax rate to \$.55 or less and reserves to at least 25%, Mindful Stewardship of Town Resources

ATTACHMENTS:

Description:

[Halff proposal](#)

Type:

Backup Material



January 18, 2012
AVO 1008.11.7716 - PR27

SENT VIA EMAIL: ldunn@addisontx.gov

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

Re: Town of Addison – Assist with Implementation of a Stormwater Utility

Dear Ms. Dunn:

Thank you for the selection of the Halff Team, composed of Halff Associates, Inc. and Palmer Price, Inc., to assist the Town of Addison with the implementation of Stormwater Utility. After meeting with you to discuss the scope and nature of the project, we have prepared the following phased fee proposal. Included in the proposal is a detailed discussion of the scope of work tasks, an estimated project budget, a project schedule and a list of other resources needed.

We propose to provide these services for a maximum, not-to-exceed fee of **\$223,500** based on the time, materials, travel and subsistence expended for this project effort in accordance with the attached scope of services and project budget estimate. The project consists of three phases as follows:

Phase I: Determine Stormwater Utility Feasibility	\$ 10,200
Phase II: Develop Stormwater Billing Database and Rate Structure	\$199,000
Phase III: Implement Stormwater Rate Structure and Fees	<u>\$ 14,300</u>
Total Estimated Project Fee	\$223,500

The project can be contracted in phases if the Town so desires. The estimated fee will not be exceeded without prior written approval from the Town of Addison. Services will be billed on an hourly basis, based on salary cost times a 2.30 multiplier, plus expenses times 1.10. Invoices will be submitted on a monthly basis with full backup data.

Following your review and after all comments have been addressed, we are prepared to execute the necessary agreement documentation consistent with Town of Addison contracting requirements.



This work can be completed in time for an initial stormwater utility fee billing on or before January 2013 based on approval in February, 2012. More detailed schedule information can be found in the attached document, Summary Scope of Services.

Thank you again for this opportunity to serve the Town of Addison.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Walter E. Skipwith".

Walter E. Skipwith, P.E., D.WRE
Vice President

Summary Scope of Services

Phase I: Determine Stormwater Utility Feasibility

Task 1: Investigate Data and Information Available for Implementation of the Stormwater Utility

The Halff Team will investigate the data and information that is available for development of the Stormwater Utility for the Town of Addison, including the following:

- a. the Geographic Information System (GIS) data layers that contain information about the impervious area on and ownership of parcels within the Town.
- b. the Utility Billing System (UBS) data about customers who would be billed Stormwater Utility fees.
- c. the costs of providing stormwater services within the Town of Addison, including annual operations and maintenance expenditures for stormwater related activities and the capital improvement program (CIP) needs related to stormwater quantity and quality.

Task 2: Confirm Estimated Project Budget and Schedule for Implementation of the Stormwater Utility

The Halff Team will summarize the information and data that are available and that will need to be developed to implement the Stormwater Utility. The project team will also review the preliminary estimates of the overall budget that will be needed to complete the project and how the revised estimate of effort will affect the preliminary schedule.

The project team will make one (1) presentation to the Town council summarizing the efforts that will be required to implement the Stormwater Utility and the estimate of the annual revenues that may be available at different rate levels.

Phase II: Develop Stormwater Billing Database and Rate Structure

Task 3: Develop Stormwater Utility Billing Database

The Halff Team will develop the Stormwater Utility billing database from several sources, including Geographic Information System (GIS) databases, Appraisal District (AD) databases, plans provided to the Town for building permits and subdivision development and customer information from the UBS.

These data will be collected in Palmer Price, Inc.'s (PPI's) copyrighted database application called *DrainageLink*®. The *DrainageLink*® application will allow the project team to electronically capture the situations where there may be several utility accounts serving a combination of parcels, such as on commercial, public, multi-family, and residential properties with domestic and irrigation water service.

The *DrainageLink*® application will also allow the project team to evaluate and develop the stormwater billing data off-line from the Town's utility billing system operations so that those activities are not interrupted.

Task 4: Additional Consulting Resources for Stormwater Billing Data Development (*additional services upon written request and authorization*)

After initial database population and matching of parcels with UBS accounts, the estimate for the effort needed for developing stormwater billing data will be reassessed. Additionally, the availability of Town resources will be reviewed to determine whether additional consulting resources are needed to maintain or shorten the schedule for stormwater billing data development so that the target date for initial stormwater billing can be reached.

Upon written authorization by the Town, the Halff Team will provide labor to assist Town staff to develop the stormwater database in addition to the effort identified in Task 3.

Task 5: Develop Conceptual Stormwater Master Plan and Prioritized CIP

Currently, Addison is separated into eight basins for drainage purposes. Only one of these eight basins has recently been studied in detail to establish a Stormwater Master Plan (SWMP) with recommendations and costs. Using the new Stormwater Inventory and Database developed for the Town, Halff proposes to develop a conceptual level SWMP for the remaining seven basins to define a stormwater capital improvement program. This stormwater capital improvement program can, in turn, be used to determine the cost of service for the Stormwater Utility.

The SWMP will include prioritization of the drainage relief projects proposed in the specific basins. However, the scope identified for this project will not include hydrologic and hydraulic models or detailed preliminary design of projects.

In this task, the Halff Team will:

- a. document costs for projects identified in previous stormwater studies,
- b. develop Conceptual Stormwater Master Plans for 7 basins,
- c. determine priority of funding for newly identified projects and operation and maintenance expenses and
- d. develop updated stormwater (drainage) costs for capital improvements.

Task 6: Document Stormwater Utility Cost-of-Service

The Halff Team will develop Microsoft Excel worksheets that will include a 20-Year cash flow model of the anticipated operations and maintenance expenditures and funds needed for stormwater system capital improvements. The project team will then document the cost-of-service information in summary form for review by Town staff, the Town council and citizens during the required public hearings.

Task 7: Design Stormwater Utility Rate Structure

Because multiple sources of revenues will be needed to fully fund all of the Town's stormwater activities, the Halff Team will utilize the 20-year cash flow model for stormwater revenue requirements to model how several possible stormwater utility rate structures may likely need to be adjusted over time due to the activities of the Stormwater Utility. The rate design documentation will outline several rate options for consideration by the Town council.

The Halff Team will update its benchmark survey of stormwater utility rates for other selected cities in Texas. These data can then be utilized by the Town council in evaluating potential rate design options for the Stormwater Utility.

Task 8: Manage Project

Halff Associates, Inc. proposes to team with PPI to provide assistance to the Town for development of the Town's Stormwater Utility. Halff Associates, Inc. will serve as the prime consultant for this project and will provide assistance in developing information about the stormwater capital improvements program (CIP) and the cost estimates for the CIP program. Halff will also develop the GIS impervious area layer from 2011 NCTCOG aerials.

PPI will prepare operations and maintenance cost-of-service estimates, manage subcontracts for database programming, develop the *DrainageLink*[®] stormwater utility billing database, provide draft ordinances for review by the Town Attorney, assist the Town with a community awareness plan, facilitate the services that will be required from the Town's utility billing system vendor, and prepare the documentation of the 20-year cash flow model and design of stormwater rates for presentation at the public hearings.

Additionally, the Halff Team will assist the Town staff to facilitate communications among the various vendors who will supply data or services to the Town through other contracts.

Phase III: Implement Stormwater Rate Structure and Fees

Task 9: Develop Ordinances to Authorize and Fund the Stormwater Utility

The Halff Team will provide drafts of two ordinances that will be needed to establish and fund the Stormwater Utility to the Town's consulting Town Attorney and be available to answer questions that he may have before developing the final draft for publication in the newspaper prior to the public hearing.

Task 10: Hold Public Hearings

The Halff Team will assist Town staff to develop a community awareness program that will convey to the public how the funds will be used and how different customer classes will be affected by the stormwater utility fees.

The Halff Team will meet with the Town council in one (1) workshop to consider the proposed ordinances and maximum rates that will be published in the newspaper. The project team will meet with the Town council during two (2) separate public hearings to consider matters related to the Stormwater Utility.

Task 11: Implement Stormwater Utility Fee

The Halff Team will work with Town staff and the Town's UBS vendor, Harris Computer Systems, to design and manage the program changes that may be needed to bill Stormwater Utility fees and to populate billing information for customers in the Town's UBS. The project team will train customer service staff in how to respond to questions about the Stormwater Utility fee and will support Town staff for one year after initial billing of the fee.

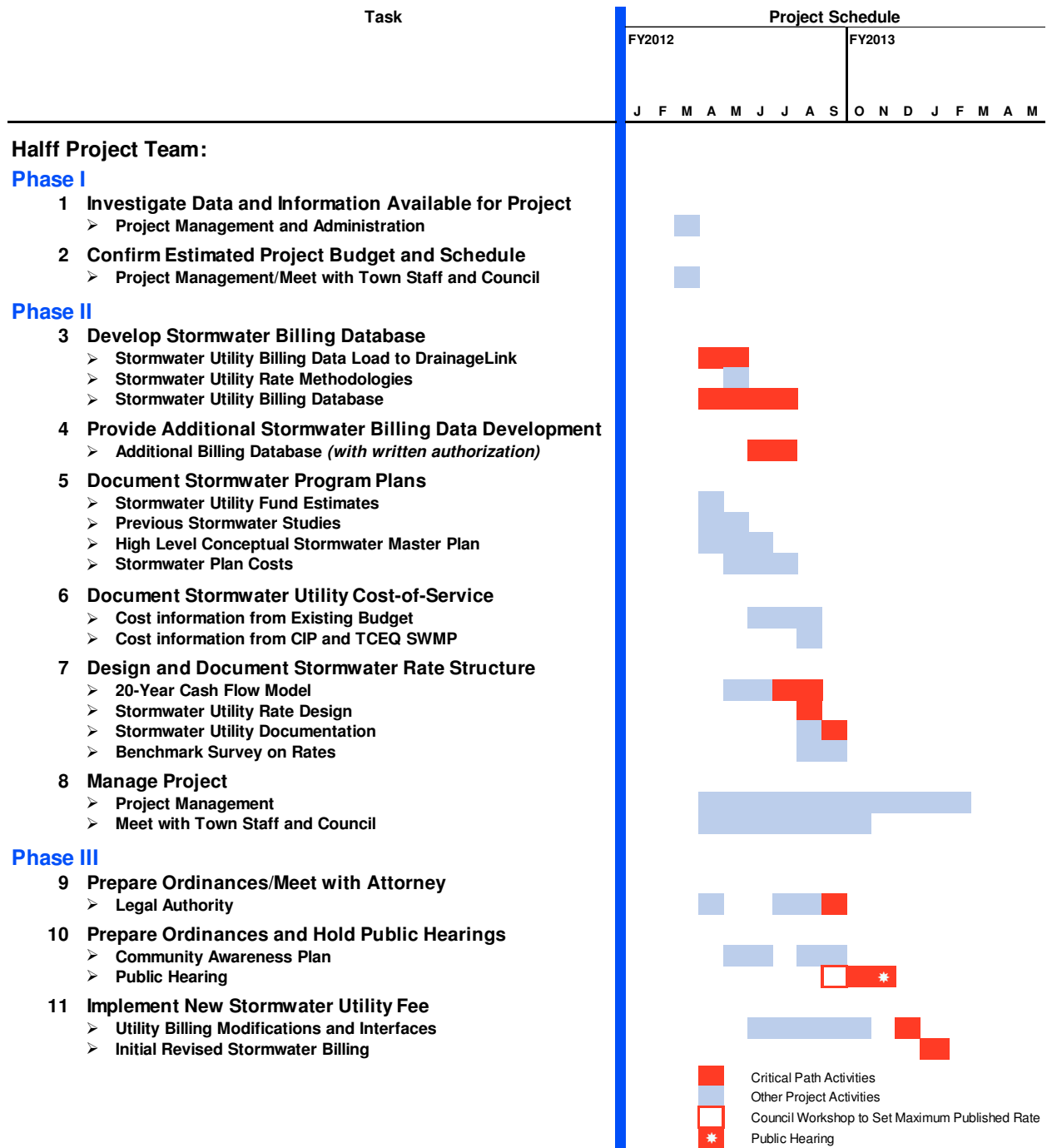
Half Team Project Budget for Town of Addison Stormwater Utility Implementation

Project Tasks		Estimaged Hours	Estimated Budget
Phase I Determine Stormwater Utility Feasibility			
1	Investigate Sources of Information for Stormwater Utility	64	\$8,000
2	Confirm Total Project Budget/Meet with Council	16	\$2,000
		80	\$10,000
	Direct Project Expense		\$100
	Travel and Subsistence		\$100
			\$200
	Phase II Budget	80	\$10,200
Phase II Develop Stormwater Billing Database and Rate Structure			
3	Develop Stormwater Billing Database	722	\$80,110
4	Provide Additional SW Billing Data Development Resources	200	\$22,600
5	Develop Conceptual Stormwater Master Plan and Prioritized CIP	560	\$70,000
6	Document Stormwater Utility Cost of Service	24	\$3,000
7	Design Stormwater Utility Rate Structure	112	\$14,000
8	Manage Project/Meet with Town Staff	64	\$8,000
		1,682	\$197,710
	Direct Project Expense		\$900
	Travel and Subsistence		\$390
			\$1,290
	Phase II Budget	1,682	\$199,000
Phase III Implement Stormwater Rate Structure and Fees			
9	Develop Ordinances/Meet with Attorney	16	\$2,000
10	Hold Public Hearings	32	\$4,000
11	Implement Stormwater Utility Fee	64	\$8,000
		112	\$14,000
	Direct Project Expense		\$200
	Travel and Subsistence		\$100
			\$300
	Phase III Budget	112	\$14,300
	TOTAL PROJECT COSTS	1,874	\$223,500

Other Resources Needed for Town of Addison Stormwater Utility Implementation
(not included in the fees estimated above)

Vendor	Service	Resource Required	Estimated Cost
Other Contracted Services			
NCTCOG	2011 Aerials	previously contracted and paid	\$5,000
NCTCOG	2011 Planimetrics	not available	\$0
Dallas County Appraisal	GIS Parcel Layer		\$0
Computer Upgrade for ARCVIEW	Memory and hard drive upgrade		\$1,000
ARCVIEW License	View GIS Layers in Customer Service		\$1,600
Dallas County Appraisal District	Parcel Ownership Records	previously contracted and paid	\$0
Dallas County 911	Street Address Standards	previously contracted and paid	\$0
US Postal Service	Street Address Standards	previously contracted and paid	\$0
Consulting City Engineer/Planner	GIS mapping layers	8 hours	\$800
Consulting City Attorney	Ordinance Preparation	40 hours	\$8,000
Harris	UBS Data and Programming	80 hours	\$8,000
Newspaper of Record	Print Stormwater Activities Article in Newspaper	approximately one half page	\$2,000
Newspaper of Record	Print Public Hearing Notice & Ordinances	Print 3 times prior to Public Hearing	\$5,000
Local Printing Company	Print Flyer with 1st Stormwater Fee Billing	2,500 copies	\$2,500
USPS	Postage for Mailing Utility Billing Flyer	2,500 copies	\$1,000
Total Other Contracted Service			\$29,900

Anticipated Project Schedule for Stormwater Utility Implementation



Council Agenda Item: #R8

AGENDA CAPTION:

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

FINANCIAL IMPACT:

Funds are available in the Airport Fund.

BACKGROUND:

The Town of Addison is scheduled to receive an FAA grant for an Airport Perimeter Access Control Study. The project is estimated to cost a total of \$100,000. Through the FAA grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program, the project will consist of an Airport Perimeter Access Control Study.

The Study is to be accomplished in FY 2012. The grant will require a ten percent local contribution with the FAA paying the remaining ninety percent.

Funds required for the Town's share of \$10,000 is available in the Airport fund.

RECOMMENDATION:

Staff recommends approval.

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Develop and utilize the Addison Airport as an engine to drive economic growth in the community

ATTACHMENTS:

Description:

- [Resolution](#)
- [Cover Memo](#)

Type:

Resolution Letter
Cover Memo

TOWN OF ADDISON, TEXAS

RESOLUTION

No. _____

WHEREAS, the Town of Addison intends to make certain improvements to the (name of airport); and

WHEREAS, the general description of the project is described as: Conduct an Airport Perimeter Access Control Study and

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

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

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

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

DULY PASSED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, this the 28th day of February, 2012.

Todd Meier – Mayor

ATTEST:

Chris Terry, City Secretary

OFFICE OF THE CITY SECRETARY

RESOLUTION NO. _____

DATE SUBMITTED: February 21, 2012
FOR COUNCIL MEETING: February 28, 2012

Council Agenda Item: _____

SUMMARY:

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

BACKGROUND:

The Town of Addison is scheduled to receive an FAA grant for an Airport Perimeter Access Control Study. The project is estimated to cost a total of \$100,000. Through the FAA grant administered by the Texas Department of Transportation, Aviation Department under the State Block Grant program, the project will consist of an Airport Perimeter Access Control Study.

The Study is to be accomplished in FY 2012. The grant will require a ten percent local contribution with the FAA paying the remaining ninety percent.

Funds required for the Town's share of \$10,000 is available in the Airport fund.

RECOMMENDATION:

Staff recommends approval.

Attachments: Resolution

Council Agenda Item: #R9

AGENDA CAPTION:

Presentation and discussion of the Addison Police Department 2011 Racial Profiling Report.

FINANCIAL IMPACT:

\$1,500.00

BACKGROUND:

State law requires the annual reporting of data collected on the race and ethnicity of individuals stopped and issued citations for traffic violations and whether or not those individuals were searched.

RECOMMENDATION:

None

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

[2011 Racial Profiling Report](#)

Type:

Cover Memo



ADDISON POLICE DEPARTMENT

2011

RACIAL PROFILING ANALYSIS

PREPARED BY:

Eric J. Fritsch, Ph.D.
Chad R. Trulson, Ph.D.

Executive Summary

Article 2.132 (7) of the Texas Code of Criminal Procedure requires the annual reporting to the local governing body of data collected on the race or ethnicity of individuals stopped and issued citations or arrested for traffic violations and whether or not those individuals were searched. Since the law provides no clear instruction to a governing body on how to review such data, the Addison Police Department requested this analysis and review to assist the City Council in reviewing the data.

The analysis of material and data from the Addison Police Department revealed the following:

- **A COMPREHENSIVE REVIEW OF THE ADDISON POLICE DEPARTMENT REGULATIONS, SPECIFICALLY DEPARTMENTAL POLICY TBBP: 2.01.1 Sections 326-334 OUTLINING THE DEPARTMENT'S POLICY CONCERNING RACIAL PROFILING, SHOWS THAT THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH ARTICLE 2.132 OF THE TEXAS CODE OF CRIMINAL PROCEDURE.**
- **A REVIEW OF THE INFORMATION PRESENTED AND SUPPORTING DOCUMENTATION REVEALS THAT THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH TEXAS LAW ON TRAINING AND EDUCATION REGARDING RACIAL PROFILING.**
- **A REVIEW OF THE DOCUMENTATION PRODUCED BY THE DEPARTMENT IN BOTH PRINT AND ELECTRONIC FORM REVEALS THAT THE DEPARTMENT IS FULLY IN COMPLIANCE WITH APPLICABLE TEXAS LAW ON THE RACIAL PROFILING COMPLAINT PROCESS AND PUBLIC EDUCATION ABOUT THE COMPLAINT PROCESS.**
- **ANALYSIS OF THE DATA REVEALS THAT THE DEPARTMENT IS IN COMPLIANCE WITH APPLICABLE TEXAS LAW ON THE COLLECTION OF RACIAL PROFILING DATA.**
- **THE ANALYSIS OF STATISTICAL INFORMATION FROM ADDISON POLICE DEPARTMENT REVEALS THAT THERE ARE NO METHODOLOGICALLY CONCLUSIVE INDICATIONS OF SYSTEMIC RACIAL PROFILING BY THE DEPARTMENT.**
- **THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH APPLICABLE TEXAS LAW CONCERNING THE PROHIBITION OF RACIAL PROFILING.**
- **THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH APPLICABLE TEXAS LAW CONCERNING THE REPORTING OF INFORMATION TO TCLEOSE.**

Introduction

This report details an analysis of the Addison Police Department's policies, training, and statistical information on racial profiling for the year 2011. This report has been prepared to specifically comply with Article 2.132 of the Texas Code of Criminal Procedure (CCP) regarding the compilation and analysis of racial profiling data. Specifically, the analysis will address Articles 2.131 – 2.135 of the CCP and make a determination of the level of compliance with those articles by the Addison Police Department in 2011. The full copies of the applicable laws and regulations pertaining to this report are contained in Appendix A.

This report is divided into six analytical sections: Addison Police Department's policy on racial profiling; Addison Police Department's training and education on racial profiling; Addison Police Department's complaint process and public education on racial profiling; analysis of statistical data on racial profiling; analysis of Addison Police Department's compliance with applicable laws on racial profiling; and a final section which includes completed data and information reporting forms required to be sent to TCLEOSE beginning in 2011.

For the purposes of this report and analysis, the following definition of racial profiling is used: racial profiling means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity (Texas CCP Article 3.05).

Addison Police Department Policy on Racial Profiling

A review of Addison Police Department Policy TBBP: 2.01.1 Sections 326-334 revealed that the department has adopted policies to be in compliance with Article 2.132 of the Texas CCP (see Appendix B). There are seven specific requirements mandated by Article 2.132 that a law enforcement agency must address. All seven are clearly covered in Departmental Policy TBBP: 2.01.1 Sections 326-334. Addison Police Department regulations provide clear direction that any form of racial profiling is prohibited and that officers found engaging in inappropriate profiling may be disciplined up to and including dismissal. The regulations also provide a very clear statement of the agency's philosophy regarding equal treatment of all persons regardless of race or ethnicity. Appendix C lists the applicable statute and corresponding Addison Police Department regulation.

A COMPREHENSIVE REVIEW OF ADDISON POLICE DEPARTMENT POLICY TBBP: 2.01.1 Sections 326-334 SHOWS THAT THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH ARTICLE 2.132 OF THE TEXAS CODE OF CRIMINAL PROCEDURE.

Addison Police Department Training and Education on Racial Profiling

Texas Occupation Code § 1701.253 and § 1701.402 require that curriculum be established and training certificates issued on racial profiling for all Texas Peace officers. Documentation provided by Addison Police Department reveals that racial profiling training and certification did occur in 2011 and was provided to all officers requiring such training.

A REVIEW OF THE INFORMATION PRESENTED AND SUPPORTING DOCUMENTATION REVEALS THAT THE ADDISON POLICE DEPARTMENT IS FULLY IN COMPLIANCE WITH TEXAS LAW ON TRAINING AND EDUCATION REGARDING RACIAL PROFILING.

Addison Police Department Complaint Process and Public Education on Racial Profiling

Article 2.132 §(b)3-4 of the Texas Code of Criminal Procedure requires that law enforcement agencies implement a complaint process on racial profiling and that the agency provide public education on the complaint process. Addison Police Department Policy TBBP: 2.01.1 Sections 328.06 and 332.01-04 cover this requirement. Moreover, the department maintains an easily accessible website address concerning racial profiling education and information on the racial profiling complaint process (http://www.addisontx.gov/Departments/police/police_welcome.asp) including how to file a complaint.

A REVIEW OF THE DOCUMENTATION PRODUCED BY THE DEPARTMENT IN BOTH PRINT AND ELECTRONIC FORM REVEALS THAT THE DEPARTMENT IS FULLY IN COMPLIANCE WITH APPLICABLE TEXAS LAW ON THE RACIAL PROFILING COMPLAINT PROCESS AND PUBLIC EDUCATION ABOUT THE COMPLAINT PROCESS.

Addison Police Department Statistical Data on Racial Profiling

Article 2.132(b) 6 requires that law enforcement agencies collect statistical information on traffic stops in which a citation is issued and arrests with specific information on the race of the person cited. In addition, information concerning searches of persons and whether or not the search was based on consent is also required to be collected. Addison Police Department submitted statistical information on all citations in 2011 and accompanying information on the race of the person cited. Accompanying this data was the relevant information on searches.

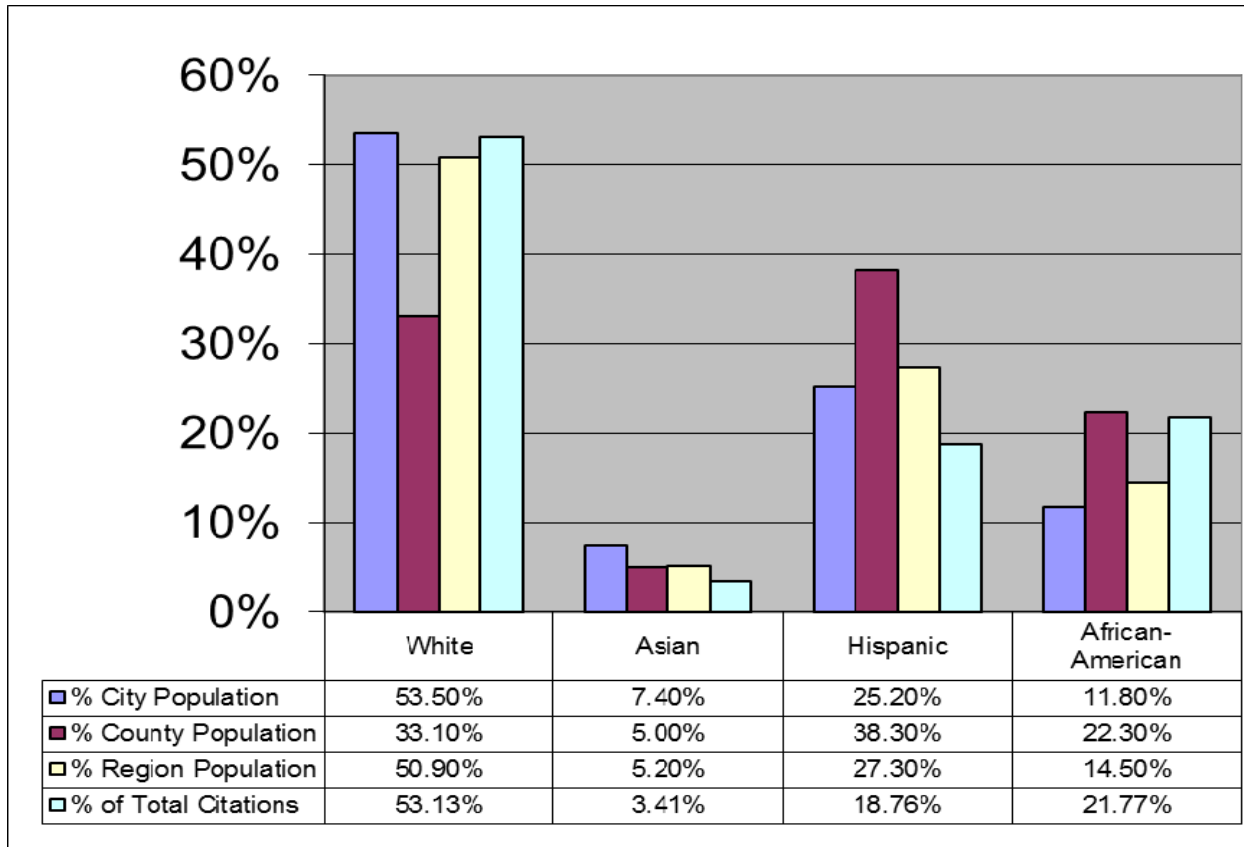
ANALYSIS OF THE DATA REVEALS THAT THE DEPARTMENT IS IN COMPLIANCE WITH APPLICABLE TEXAS LAW ON THE COLLECTION OF RACIAL PROFILING DATA.

Analysis of the Data

The first chart depicts the percentages of people cited by race among the total 7,100 traffic contacts where a citation was given in 2011. White drivers constituted 53.13 percent of all drivers cited, whereas Whites constitute 53.50 percent of the city population, 33.10 percent of the county population, and 50.90 percent of the region population.¹ African-American drivers constituted 21.77 percent of all drivers cited, whereas African-Americans constituted 11.80 percent of the city population, 22.30 percent of the county population, and 14.50 percent of the region population. Hispanic drivers constituted 18.76 percent of all drivers cited, whereas

¹ City and County populations were derived from the 2010 Census of the U.S. Census Bureau. Regional population figures were derived from 2010 Census data compiled and published by the North Central Texas Council of Governments. "Regional" population figures are defined as the 16 county Dallas-Ft. Worth region and include the following counties: Collin, Dallas, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise.

Hispanics constituted 25.20 percent of the city population, 38.30 percent of the county population, and 27.30 percent of the region population. Asian drivers constituted 3.41 percent of all drivers cited, whereas Asians constituted 7.40 percent of the city population, 5.00 percent of the county population, and 5.20 percent of the region population.



The chart shows that White drivers are cited at rates roughly comparable to the percentage of Whites found in the city population, but higher than in the county and regional populations. African-Americans are cited at rates higher than the percentage of African-Americans found in the city and regional populations, but lower than the percentage of African-Americans found in the county population. Hispanics are cited at rates lower than the percentage of Hispanics found in the city, county, and regional populations.

Easy determinations regarding whether or not Addison police officers have “racially profiled” a given motorist are impossible given the nature of the data that has been collected and presented for this report. The law dictates that police agencies compile aggregate-level data regarding the *rates* at which agencies *collectively* stop motorists in terms of their race/ethnicity. These aggregated data are to be subsequently analyzed in order to determine whether or not *individual* officers are “racially profiling” motorists.

This methodological error, commonly referred to as the “ecological fallacy,” defines the dangers involved in making assertions about individual officer decisions based on the examination of aggregate incident level data. In short, one cannot “prove” that an *individual* officer has “racially profiled” any *individual* motorist based on the rate at which a department stops any given *group*

of motorists. This kind of determination necessarily requires an examination of data at the individual officer level for a more detailed analysis of individual officer decision-making. Unfortunately, the law does not currently require the collection of this type of data, resulting in a considerable amount of conjecture as to the substantive meaning of aggregate level disparities.

Additional interpretation problems remain in regards to the specific measurement of racial "profiling" as defined by Texas state code. For example, officers are currently forced to make subjective determinations regarding an individual's race based on his or her personal observations because the Texas Department of Public Safety does not provide an objectively-based determination of an individual's race/ethnicity on the Texas driver's license. The absence of any verifiable race/ethnicity data on the driver's license is especially troubling given the racial diversity within the North Texas region as a whole, and the large numbers of citizens who are of Hispanic and/or mixed racial decent. The validity of any racial/ethnic disparities discovered in the aggregate level data becomes threatened in direct proportion to the number of subjective "guesses" officers are forced to make when trying to determine an individual's racial/ethnic background.

In addition, the data collected for the current report does not allow for an analysis that separates (or disaggregates) the discretionary decisions of officers to stop a motorist from those that are largely non-discretionary. For example, non-discretionary stops of motorists based on the discovery of outstanding warrants should not be analyzed in terms of whether or not "profiling" has occurred simply because the officer who has stopped a motorist as a result of the discovery of an outstanding warrant does not *independently* make the decision to stop, but rather, is required to stop that individual regardless of any determination of race. An officer cannot be determined to be "racially profiling" when organizational rules and state codes compel them to stop regardless of an individual's race/ethnicity. Straightforward aggregate comparisons of stop rates ignore these realities, and fail to distinguish between discretionary and non-discretionary law enforcement actions. In the future, this validity issue could be lessened by the collection of data indicating the initial reason for the traffic stop, whether it be an observed traffic violation, other criminal activity, the existence of an outstanding warrant, or some other reason.

Finally, there has been considerable debate as to what the most appropriate population "base-rate" is in determining whether or not racial/ethnic disparities exist. As the current analysis shows in regards to the use of city, county, and regional population base-rates, the outcome of analyses designed to determine whether or not disparities exist is obviously dependent on which base-rate is used. In addition, population shifts and the changing demographic character of the North Texas region has exacerbated problems associated with determining appropriate base-rates because measures derived exclusively from the U.S. Census can become quickly outdated since they are compiled only once per decade. Related, the determination of valid stop base-rates becomes multiplied if analyses fail to distinguish between residents and non-residents who are stopped, because the existence of significant proportions of non-resident stops will lead to invalid conclusions if racial/ethnic comparisons are made exclusively to resident population figures. This is particularly true in cities such as Addison whose non-resident populations tend to fluctuate significantly during business hours as a result of non-resident commuters. In addition, the population of Addison increases significantly during the evening and nighttime hours as non-residents take advantage of Addison's extensive array of restaurants, bars, and hotels.

In short, the methodological problems outlined above point to the limited utility of using aggregate level comparisons of the rates at which different racial/ethnic groups are cited in order to determine whether or not racial profiling exists within a given jurisdiction.

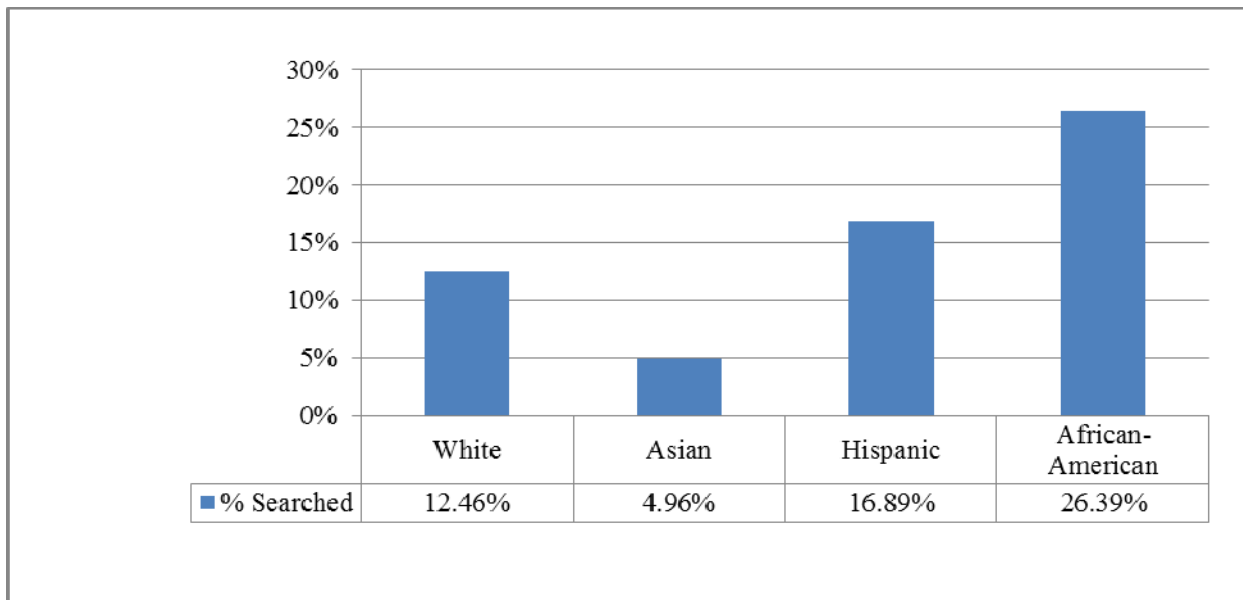
The table below reports the summaries for the total number of persons cited by the Addison Police Department for traffic offenses in 2011. In addition, the table shows the number of cited individuals who granted consent to search and those cited drivers who were arrested pursuant to the stop. The table shows that roughly 53 percent of all persons cited were White drivers (3,772/7,100 total citations), roughly 22 percent (1,546) of all persons cited were African-American drivers, and roughly 19 percent (1,332) of all persons cited were Hispanic drivers. In addition, roughly 36 percent of all drivers searched were White (470/1,308), roughly 17 percent were Hispanic, and 31 percent were African-American. It is clear that the vast majority of the total number of drivers cited (including White, African-American, and Hispanic groups) were not searched (82%), and only about 4 percent of all searches were consent searches (48/1,308).

Action	White	African-American	Hispanic	Asian	Other	Total
Stops	3,772	1,546	1,332	242	208	7,100
Searches	470	408	225	12	193	1,308
Consent Searches	26	15	7	0	0	48
Arrests	449	396	216	12	9	1,082 ²

The bar chart below presents the percentage of cited drivers who were searched *within* each racial category. The chart indicates that drivers who were cited were rarely searched across the racial categories. For example, only 12.46 percent of all White drivers who were cited were also searched, 4.96 percent of all Asian drivers who were cited were searched, 16.89 percent of all Hispanic drivers who were cited were searched, and 26.39 percent of all African-American drivers who were cited were searched.

It should be noted that aggregate level comparisons regarding the rates at which drivers are searched by police are subject to some of the same methodological issues as those outlined above regarding analyses of aggregate level stop rates. Of particular concern is the absence of any analyses that separates discretionary searches from non-discretionary searches. For example, searches that are conducted incident to an arrest or as part of a vehicle tow inventory should not be included in analyses designed to examine whether or not racial profiling has occurred because these types of searches are non-discretionary in that the officer is compelled by law or departmental guidelines to conduct the search irrespective of the race of the stopped driver.

² This figure includes 42 arrests of individuals who were also cited during the vehicle stop. This makes up for the difference on the Tier 1 reporting form indicating only 1,040 arrests.



Analysis of Racial Profiling Compliance by Addison Police Department

The foregoing analysis shows that the Addison Police Department is fully in compliance with all relevant Texas laws concerning racial profiling, including the existence of a formal policy prohibiting racial profiling by its officers, officer training and educational programs, a formalized complaint process, and the collection of data in compliance with the law. Finally, internal records indicate that during 2011 the department received no complaints that could be categorized as involving some type of racial profiling.

In addition to providing summary reports and analysis of the data collected by the Addison Police Department in 2011, this report also included an extensive presentation of some of the limitations involved in the level of data collection currently required by law and the methodological problems associated with analyzing such data for the Addison Police Department as well as police agencies across Texas. The Addison Police Department should continue its educational and training efforts within the department on racial profiling. Finally, the department should continue to conduct periodic evaluations of individual officers to assess whether or not an officer is engaging in racial profiling. The final section of this report includes newly required TCLEOSE reporting information by Texas law enforcement organizations.

**Addison Police Department TCLEOSE
Reporting Forms**



Partial Exemption Racial Profiling Reporting
(Tier 1)

Department Name Addison Police Dept.
Agency Number 113201
Chief Administrator Name Ron Davis
Reporting Name Levi Larkin
Contact Number (972) 450-7159 or 7122
E-mail Address llarkin@addisontx.gov

Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) provide public education relating to the agency's complaint process;
- (5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
 - (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement Officer Standards and Education; and
 - (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

These policies are in effect

Ron Davis 12/12/11
Chief Administrator Date



Partial Exemption Racial Profiling Reporting
(Tier 1)

Video and Audio Equipment Exemption

Partial Exemption Claimed by (2.135(a) CCP):

all cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.

OR

In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment

I claim this exemption

Ron Danin 12/12/11
Chief Administrator Date

PARTIAL EXEMPTION RACIAL PROFILING REPORTING (TIER 1)

INSTRUCTIONS: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14, and 17 must be equal
2. Total on line 20 must equal line 15

AGENCY NAME:

Number of motor vehicle stops (mark only 1 category per vehicle stop):

1. 6018 Citation only
2. 1040 Arrest only
3. 42 Both

4. 7100 (Total of 1-3)

Race or Ethnicity (mark only 1 category per vehicle stop):

5. 1546 African
6. 242 Asian
7. 3772 Caucasian
8. 1332 Hispanic
9. 197 Middle Eastern
10. 11 Native American

11. 7100 (Total of 5-10, must be the same as #4)

Race or Ethnicity known prior to stop?

12. 716 Yes
13. 6384 No

14. 7100 (Total of 12-13, must be the same as #4 and #11)

Search conducted?

15. 1308 Yes
16. 5792 No

17. 7100 (Total of 15-16, must be the same as #4, #11, and #14 above)

Was search consented?

18. 48 Yes
19. 1260 No

20. 1308 (Total, must equal #15)



Partial Exemption Racial Profiling Reporting
(Tier 1)

Option to submit required data by utilizing agency report

You must submit your report in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

(6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

- (A) the race or ethnicity of the individual detained;
- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements

Ron Davis
Chief Administrator

12/12/11
Date

Send entire documents electronically to this website

www.tcleose.state.tx.us

Appendix A

Racial Profiling Statutes and Laws

Art. 3.05. RACIAL PROFILING.

In this code, "racial profiling" means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 2, eff. Sept. 1, 2001.

Art. 2.131. RACIAL PROFILING PROHIBITED.

A peace officer may not engage in racial profiling.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL PROFILING.

(a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make motor vehicle stops in the routine performance of the officers' official duties.

(2) "Motor vehicle stop" means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.

(3) "Race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, Native American, or Middle Eastern descent.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
 - (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
 - (4) provide public education relating to the agency's complaint process;
 - (5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
 - (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
 - (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
 - (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement Officer Standards and Education; and
 - (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.
- (c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.
- (d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle stops. If a law enforcement agency installs video or audio equipment as provided by this

subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b)(7), the commission shall begin disciplinary procedures against the chief administrator.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by: Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 25, eff. September 1, 2009.

Art. 2.133. REPORTS REQUIRED FOR MOTOR VEHICLE STOPS.

(a) In this article, "race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of any person operating the motor vehicle who is detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the initial reason for the stop;

- (3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;
- (4) whether any contraband or other evidence was discovered in the course of the search and a description of the contraband or evidence;
- (5) the reason for the search, including whether:
 - (A) any contraband or other evidence was in plain view;
 - (B) any probable cause or reasonable suspicion existed to perform the search; or
 - (C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle;
- (6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;
- (7) the street address or approximate location of the stop; and
- (8) whether the officer issued a written warning or a citation as a result of the stop.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by: Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 26, eff. September 1, 2009.

Art. 2.134. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED.

(a) In this article:

(1) "Motor vehicle stop" has the meaning assigned by Article 2.132(a).

(2) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each law enforcement agency shall submit a report containing the incident-based data compiled during the previous calendar year to the Commission on Law Enforcement Officer Standards and Education

and, if the law enforcement agency is a local law enforcement agency, to the governing body of each county or municipality served by the agency.

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

- (A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities; and
- (B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b), the commission shall begin disciplinary procedures against the chief administrator.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by: Acts 2009, 81st Leg., R.S., Ch. [1172](#), Sec. 27, eff. September 1, 2009.

Art. 2.135. PARTIAL EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT.

(a) A peace officer is exempt from the reporting requirement under Article 2.133 and the chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make motor vehicle stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make motor vehicle stops is equipped with transmitter-activated equipment; and

(B) each motor vehicle stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each motor vehicle stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a motor vehicle stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

(d) In this article, "motor vehicle stop" has the meaning assigned by Article 2.132(a).

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by: Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 28, eff. September 1, 2009.

Art. 2.136. LIABILITY.

A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2.133 or under a policy adopted under Article 2.132.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT.

(a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), including specifying criteria to prioritize funding or equipment provided to law enforcement agencies. The criteria may include consideration of tax effort, financial hardship, available revenue, and budget surpluses. The criteria must give priority to:

(1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;

(2) smaller jurisdictions; and

(3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A). The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has installed video and audio equipment as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1).

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.138. RULES.

The Department of Public Safety may adopt rules to implement Articles 2.131-2.137.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.1385. CIVIL PENALTY.

(a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Article 2.134, the agency is liable to the state for a civil penalty in the amount of \$1,000 for each violation. The attorney general may sue to collect a civil penalty under this subsection.

(b) From money appropriated to the agency for the administration of the agency, the executive director of a state law enforcement agency that intentionally fails to submit the incident-based data as required by Article 2.134 shall remit to the comptroller the amount of \$1,000 for each violation.

(c) Money collected under this article shall be deposited in the state treasury to the credit of the general revenue fund.

Added by Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 29, eff. September 1, 2009.

Appendix B

Addison PD Racial Profiling Policy

326. Racial Profiling and Bias Reduction (TBBP: 2.01.1)

326.01 It is the policy of this department to police in a proactive manner and to aggressively investigate suspected violations of law. Officers shall actively enforce Town ordinances, state and federal laws in a responsible and professional manner, without regard to race, ethnicity or national origin.

326.02 All enforcement actions, particularly stops of citizens (for traffic and other purposes), investigative detentions, arrests, searches and seizures of persons or property, shall be based on the standards of reasonable suspicion or probable cause as required by the Fourth Amendment to the U. S. Constitution and statutory authority. In all enforcement decisions, officers shall be able to articulate specific facts, circumstances, and conclusions which support probable cause or reasonable suspicion for arrests, searches, seizures, and stops of citizens.

326.03 Officers are strictly prohibited from engaging in racial profiling as defined in this policy. This policy shall be applicable to all persons, whether drivers, passengers, or pedestrians. Officers shall not stop, detain, arrest, search, or attempt to search anyone based solely upon the person's race, sex, sexual orientation, gender, national origin, ethnicity, age, economic status or religion. Officers shall base all such actions on a reasonable suspicion that the person or an occupant of a vehicle committed an offense.

327. Definitions

327.01 Most of the following terms appear in this order. In any case, these terms appear in the larger public discourse about alleged biased enforcement behavior and in other orders. These definitions are intended to facilitate on-going discussion and analysis of our enforcement practices.

a. Bias - Prejudice or partiality which may be based on preconceived ideas, a person's upbringing, culture, experience, or education.

b. Biased policing - Stopping, detaining, searching, or attempting to search, or using force against a person based upon his or her race, sex, sexual orientation, gender, national origin, ethnicity, age, or religion in violation of constitutional safeguards.

c. Ethnicity - A cluster of characteristics which may include race but also cultural characteristics or traits which are shared by a group with a common experience or history.

d. Gender - Unlike sex, a psychological classification based on cultural characteristics or traits.

e. Probable Cause - Facts or apparent facts and circumstances within an officer's knowledge and of which the officer had reasonable, trustworthy information to lead a reasonable person to believe that an offense has been or is being committed, and that the suspect has committed it.

f. Race - A category of people of a particular descent, including Caucasian, African, Hispanic, Asian, Middle Eastern or Native American descent. As distinct from ethnicity, race only refers to physical characteristics sufficiently distinctive to group people under a classification.

g. Racial profiling - A law-enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

h. Reasonable suspicion - Articulable, objective facts which lead an experienced officer to suspect that a person has committed, is committing, or may be about to commit a crime. A well-founded suspicion is based on the totality of the circumstances and does not exist unless it can be articulated. Reasonable suspicion supports a stop of a citizen. Courts require that stops based on reasonable suspicion be "objectively reasonable."

i. Sex - A biological classification, male or female, based on physical and genetic characteristics.

j. Stop - The detention of a subject for a brief period of time, based on reasonable suspicion. A stop is investigative detention.

328. General responsibilities

328.01 Officers are prohibited from engaging in racial profiling or stopping, detaining, searching, arresting, or taking any enforcement action including seizure or forfeiture activities, against any person based solely on the person's race, national origin, citizenship, religion, ethnicity, age, gender, color, creed, sexual orientation, disability, economic status, cultural group or any other identifiable group. These characteristics, however, may form part of reasonable suspicion or probable cause when officers are seeking a suspect with one or more of these attributes. Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants, or other citizen contacts.

328.02 Reasonable suspicion or probable cause shall form the basis for any enforcement actions or decisions. Citizens shall only be subjected to stops, seizures, or detention upon reasonable suspicion that they have committed, are committing, or are about to commit an offense. Officers shall document the elements of reasonable suspicion and probable cause in appropriate reports.

328.03 Officers shall observe all constitutional safeguards and shall respect the constitutional rights of all citizens.

328.04 As traffic stops furnish a primary source of bias-related complaints, officers shall have a firm understanding of the warrant-less searches allowed by law, particularly the use of consent. How the officer disengages from a traffic stop may be crucial to a citizen's perception of fairness or discrimination.

328.05 Officers shall not use the refusal or lack of cooperation to justify a search of the citizen's person or vehicle or a prolonged detention once reasonable suspicion has been dispelled.

328.06 All personnel shall courteously accept, document, and forward to the Chief of Police any complaints made by citizens against the department. Further, officers shall provide information on the complaint process and shall provide information of "How to Make a Complaint" when appropriate.

328.07 When feasible, personnel shall offer explanations to citizens of the reasons for enforcement actions or other decisions that bear on citizens' well-being unless the explanation would undermine an investigation or jeopardize an officer's safety.

328.08 When feasible, all personnel shall identify themselves by name. When a citizen requests the information, personnel shall give their departmental identification number, name of the immediate supervisor, or any other reasonable information.

328.09 Unless required by law, a citizen's refusal to cooperate or provide information does not create any justification for further enforcement action.

Refusal to sign a summons or failure to obey a lawful order of an officer are examples of exceptions to voluntary cooperation and may require a custodial arrest under some circumstances.

329. Supervisory responsibilities

329.01 Supervisors shall be held accountable for the observance of constitutional safeguards during the performance of their duties. Supervisors shall identify and correct instances of bias in the work of their subordinates.

329.02 Supervisors shall ensure that all enforcement actions are duly documented per departmental policy. Supervisors shall ensure that all reports show adequate documentation of reasonable suspicion and probable cause, if applicable.

329.03 Supervisors shall facilitate the filing of any citizens' complaints about law enforcement service.

330. Disciplinary consequences

330.01 Actions prohibited by this order shall be cause for disciplinary action, up to and including dismissal.

331. Training

331.01 Officers are responsible to adhere to all Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements as mandated by law.

331.02 All officers shall complete TCLEOSE training and education program on racial profiling.

331.03 The Chief of Police, as part of the initial training and continued education for such appointment, will be required to attend the LEMIT program on racial profiling.

332. Complaints

332.01 The department shall accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such a complaint.

332.02 Any employee who receives an allegation of racial profiling, including the officer who initiated the stop, shall record the person's name, address, and telephone number, and forward the complaint through the appropriate channel or direct the individual(s) to a supervisor. Any employee contacted shall provide to that person a copy of a complaint form or the department process for filing a complaint. All employees will report any allegation of racial profiling to their superior before the end of their shift.

332.03 All complaints of racial profiling by employees of the department will be thoroughly investigated.

332.04 If there is a departmental video or audio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this department into the complaint and written request of the officer made the subject of the complaint, this department shall promptly provide a copy of the recording or other image(s) to that officer.

333. Public Education

333.01 The department's complaint process and its racial profiling policy will be posted on the department's website.

334. Record Keeping

334.01 An officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense and in the event the driver of the vehicle, or the pedestrian contacted, is issued a citation and/or arrested, the officer shall record and report the following information:

- a. A physical description of each person detained as a result of the stop, including:
- b. the person's sex;

- c. the person's race or ethnicity, as stated by the person or as determined by the officer to the best of his/her ability;
- d. The street address or approximate location of the violation. The suspected offense or the traffic law or ordinance alleged to have been violated.
- e. Whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;
- f. Whether probable cause to search existed and, if so, the fact(s) supporting the existence of that probable cause;
- g. Whether any contraband was discovered in the course of the search and, if so, the type of contraband discovered;
- h. Whether the officer made an arrest as a result of the stop and/or search and, if so, a statement of the offense charged. Whether the officer issued a warning or a citation as a result of the stop and, if so, a statement of the offense charged.
- i. Officers will record whether or not they could identify the race or ethnicity of the suspect before the person was detained.

334.02

By March of each year, the department shall submit a report to its municipal governing board that includes information gathered by the citations. The report will include:

- a. a breakdown of citations by race or ethnicity;
- b. number of citations that resulted in a search;
- c. number of searches that were consensual; and
- d. number of citations that resulted in custodial arrest for this cited violation or any other violation.

Appendix C

Racial Profiling Laws and Corresponding Standard Operating Procedures

Texas CCP Article	ADDISON POLICE DEPARTMENT POLICY TBBP: 2.01.1
2.132(b)1	Section 326 – Racial Profiling and Bias Reduction
2.132(b)2	Section 328 - General Responsibilities
2.132(b)3	Section 332 - Complaints
2.132(b)4	Section 333 - Public Education
2.132(b)5	Section 330 - Disciplinary Consequences
2.132(b)6	Section 334 - Record Keeping
2.132(b)7	Section 334 - Record Keeping

Council Agenda Item: #R10

AGENDA CAPTION:

Presentation and discussion of the Department of Financial & Strategic Services Quarterly Financial Review of the Town for the quarter and year-to-date ended December 31, 2011.

FINANCIAL IMPACT:

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

BACKGROUND:

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

RECOMMENDATION:

COUNCIL GOALS:

Mindful Stewardship of Town Resources, Conduct the Business of the Town in a Fiscally Responsible Manner

ATTACHMENTS:

Description:

[Q1 FY12 Quarterly Review](#)

Type:

Backup Material

Department of Financial & Strategic Services
Quarterly Review

For the Period Ended December 31, 2011

*Town of Addison
February 2012*

Quarter Ended 12/31/11

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First Southwest Portfolio Report and Statement of Compliance	Attached

Executive Dashboard – 1st Quarter, 2012 Fiscal Year

Financial Indicators

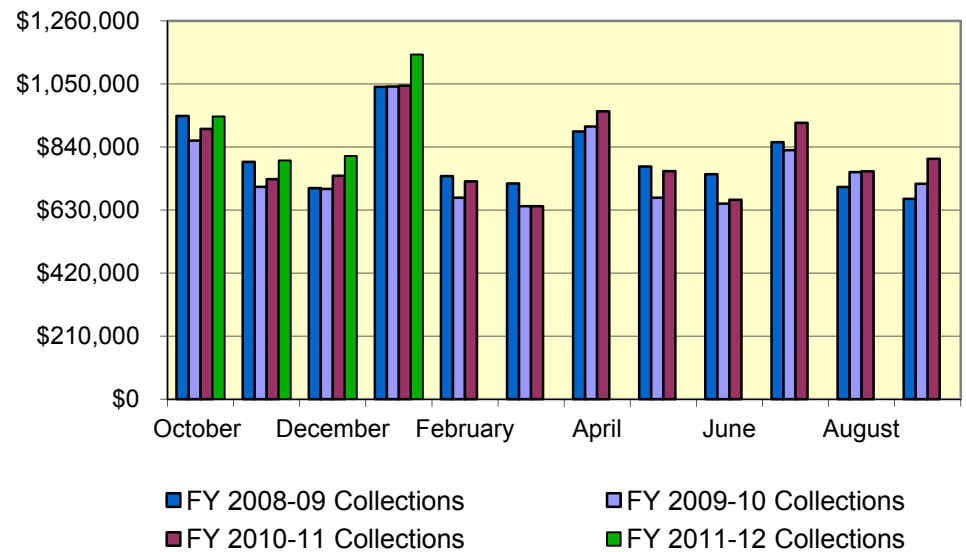
Key Revenue Sources:

	FY12 Budget	FY12 Projection*	Variance (Unfavorable)
Ad Valorem Taxes	\$10,812,470	\$10,812,470	\$0
Sales Taxes	\$9,565,340	\$10,443,710	\$878,370
Franchise Fees	\$2,597,000	\$2,597,000	\$0
Licenses and Permits	\$728,490	\$728,490	\$0
Court Fines	\$1,143,500	\$1,143,500	\$0
Hotel Tax	\$4,100,000	\$4,100,000	\$0
Fuel Flowage Fees	\$630,000	\$630,000	\$0
Water and Sewer Charges	\$10,744,700	\$10,744,700	\$0

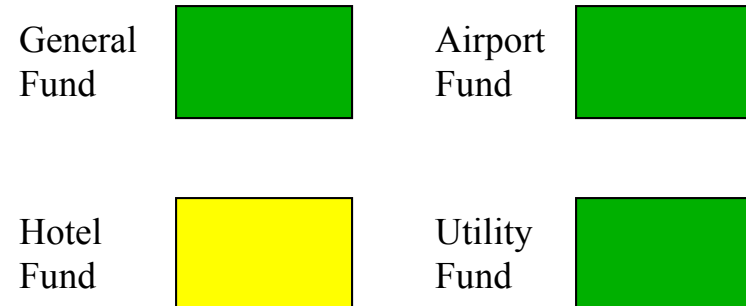
Key Expenditures:

	FY12 Budget	FY12 Projection*	Variance (Unfavorable)
General Fund	\$27,630,880	\$27,630,880	\$0
Hotel Fund	\$6,533,530	\$6,533,350	\$0
Airport Operations	\$3,590,930	\$3,590,930	\$0
Utility Dept.	\$2,751,750	\$2,751,750	\$0

Addison Sales Tax Collections



Overall Fund Outlook:





*Using data through December 31, 2011

Executive Dashboard – 1st Quarter, 2012 Fiscal Year



Economic Indicators

Occupancy Indicators:

Office Occupancy  Up from 73.4% to 76.7% Retail Occupancy  Up from 61.4% to 84.5%

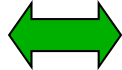

Source: Xceligent Report Q1 2012 vs. Q1 2011

Hotel Indicators:

Hotel Occupancy  2012 up 12.0% from 2011 RevPAR  2012 up \$3.00 from 2011

Source: STR Report – December 2011 vs. December 2010

Area Economic Indicators:

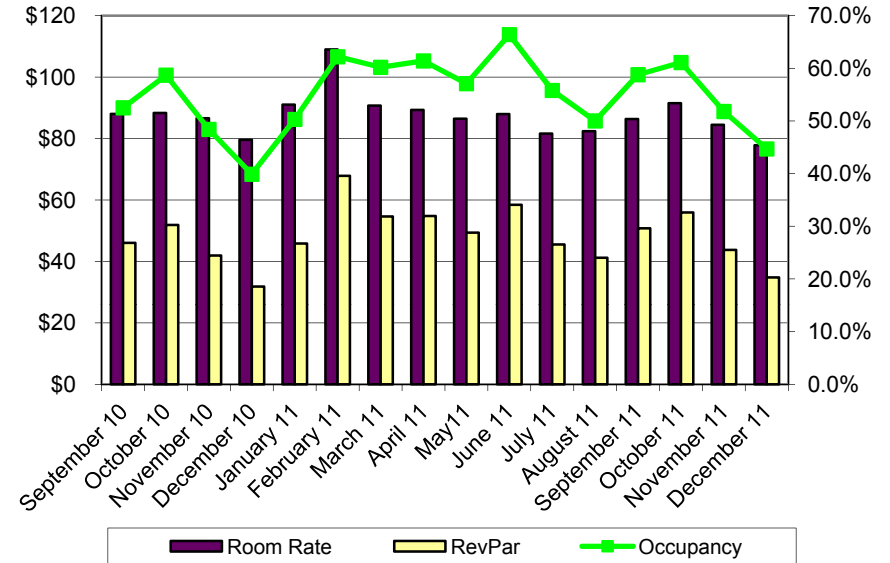
Area Employment  Up from 91.7% to 91.9% Texas Leading Indicators Index  2012 up 1.69% from 2011

Source: Dallas Federal Reserve Q1 2012 vs. Q1 2011

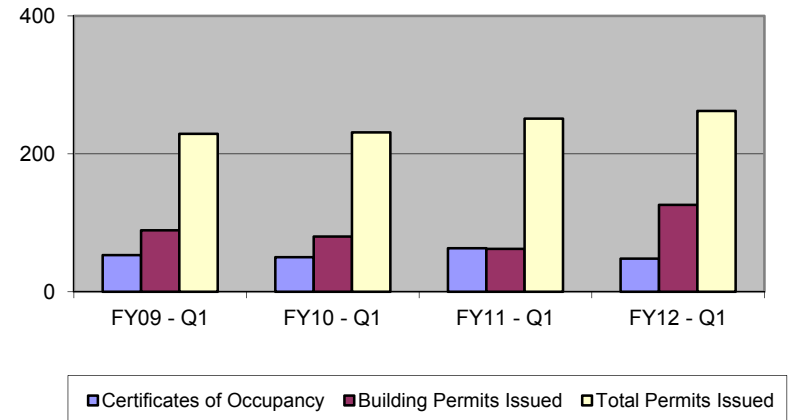
Building Permit Activity:

	FY 2011 (thru December 31st)	FY 2012 (thru December 31st)
Certificates of Occupancy	63	48
Building Permits Issued	62	126
Total Permits Issued	251	262
Total Valuation	\$10,888,682	\$43,081,377

Hotel Industry Statistics



Comparison of Permit Activity





MEMO

To: Ron Whitehead, City Manager
From: Marisa Perry, Financial Services Manager
Re: First Quarter Financial Review
Date: February 21, 2012

This is the first report for the 2011-2012 fiscal year. Revenues and expenditures reflect activity from October 1, 2011 through December 31, 2011.

GENERAL FUND

- Revenues for the quarter ended December 31, 2011 totaled \$6.2 million, which is \$376k or 6.5% more than received this time last year. Property tax collections are slightly lower than prior year collections but are on pace to meet budget. Sales tax collections total \$2.5 million, a 7.2% increase over the previous year. This increase seems to indicate a modestly improving economy. Licenses and permits increased \$224k over the previous year due to an application for Keller Springs Lofts.
- First quarter expenditures totaled \$6.6 million, which is 23.8% of budget and \$98k or 1.5% more than spent this time last year. All departments appear to be on pace with budget. Council Projects has spent 68.8% of budgeted expenditures due to the payment of non-profit grant funding in the fall.

HOTEL FUND

- For the first three months, revenues totaled \$1.2 million, an increase of \$122k from this time last year. Hotel occupancy tax (HOT) collections have continued to improve and the first quarter's collections are \$131k or 15.6% greater than the same quarter last fiscal year. The decrease in special event proceeds is offset by an increase in rental revenue.
- Hotel fund expenditures of \$1.7 million are 23.1% of budget and \$139k less than a year ago. FY2011 expenditures were higher due to making ready the Visitor Services offices and the Visit Addison facilities at Village on the Parkway.

AIRPORT FUND

- Operating revenue for the quarter totaled \$696k, significantly more than the previous year because the FY11 report reflects just one month of income compared to the FY12 report which includes two months of income. The quarterly reports are usually delayed one month in reporting revenue; however, because of the new operating arrangement with URS and SAMI, the FY11 financial reports were delayed.
- First quarter operating expenses amounted to \$572k, resulting in net income of \$97k. The FY2012 budget anticipates \$897k in expenditures for the Town's local match for capital improvement projects.

UTILITY FUND

- For the quarter, the fund recorded \$1.9 million in operating revenues, a \$125k increase from the year before. The increased revenue is attributed to the new utility rate structure, as well as a slight increase in the volume of water sold.
- Operating expenses totaled \$1.4 million, bringing net income to \$348k. Working capital declined \$547k due to debt service payments and capital project expenses.

CASH AND INVESTMENT REPORT

- Cash for all funds as of December 31, 2011 totaled \$35.9 million, a net decline of \$636k from the previous quarter. The decline is attributed to the General Fund where expenditures typically exceed revenues for this quarter. A decline was also experienced in the Hotel Fund due to expenditures, particularly those associated with the new events at Vitruvian Park, exceeding revenues.
- The Town's average investment yield to maturity at the end of December was 0.33 percent, down from the previous quarter's yield of 0.46 percent. This yield is higher than the TexPool benchmark of 0.08 percent. The average weighted maturity decreased from 227 days to 198 days.
- As recommended by First Southwest Asset Management, we will continue to keep our cash balances low and invest in callable and step-up agency securities, commercial paper issues, and CDs in order to maximize yields.

TOWN OF ADDISON

EXECUTIVE SUMMARY OF MAJOR OPERATING FUNDS FOR THE QUARTER ENDED DECEMBER 31, 2011 UNAUDITED ACTUAL AMOUNTS COMPARED TO THE 2012 ADOPTED BUDGET AND PREVIOUS YEAR ACTUAL FOR SAME PERIOD

All Amounts Expressed in Thousands of Dollars

	General Fund			Hotel Fund			Airport Fund			Utility Fund			Total Major Operating Funds*		
	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual
RESOURCES															
Ad Valorem Tax	\$ 10,812	\$ 1,948	\$ 1,994	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,812	\$ 1,948	\$ 1,994
Non-Property Tax	10,305	2,547	2,377	4,100	970	839	-	-	-	-	-	-	14,405	3,517	3,216
Franchise Fees	2,597	716	667	-	-	-	-	-	-	-	-	-	2,597	716	667
Service/Permitting/License Fees	3,280	907	665	1,727	56	104	666	123	70	10,828	1,898	1,773	16,501	2,984	2,611
Rental, Interest and Other Income	231	41	80	776	176	138	3,570	575	311	(36)	(10)	8	4,540	782	537
Transfers and Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Resources	27,226	6,160	5,783	6,603	1,202	1,081	4,235	698	381	10,793	1,888	1,781	48,856	9,947	9,025
APPLICATION OF RESOURCES															
Personal Services	18,450	4,574	4,690	1,628	364	306	324	93	59	1,261	352	333	21,662	5,382	5,388
Supplies and Materials	1,294	260	250	210	67	84	63	4	3	128	26	24	1,694	357	362
Maintenance	2,115	328	250	558	98	232	2,355	345	193	597	37	40	5,625	808	715
Contractual Services	4,682	1,142	999	4,041	946	990	850	131	269	5,635	1,003	1,068	15,208	3,222	3,327
Capital Equipment Amortization	1,084	272	269	57	14	16	-	-	-	24	6	7	1,164	292	292
Capital Equipment/Projects	7	-	19	40	11	9	957	-	1,166	1,330	206	20	2,334	217	1,215
Transfers and Other Uses**	-	-	175	670	168	167	390	98	98	3,215	804	787	4,275	1,069	1,226
Total Application of Resources	27,631	6,575	6,652	7,204	1,667	1,805	4,938	669	1,788	12,189	2,435	2,279	51,962	11,346	12,524
Net Change in Fund Balances	\$ (405)	\$ (415)	(869)	\$ (601)	\$ (465)	(724)	\$ (703)	\$ 28	\$ (1,408)	\$ (1,397)	\$ (547)	(498)	\$ (3,106)	\$ (1,399)	(3,499)

Notes:

* Totals may not exactly match due to rounding.

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

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Ad Valorem taxes:						
Current taxes	\$ 10,783,840	\$ 1,925,201	\$ 1,925,201	17.9%	\$ 1,980,427	19.1%
Delinquent taxes	9,540	14,503	14,503	152.0%	9,248	93.9%
Penalty & interest	19,090	8,609	8,609	45.1%	4,759	363.3%
Non-property taxes:						
Sales tax	9,565,340	2,547,166	2,547,166	26.6%	2,377,039	25.3%
Alcoholic beverage tax	740,000	-	-	0.0%	-	0.0%
Franchise / right-of-way use fees:						
Electric franchise	1,500,000	478,686	478,686	31.9%	434,851	29.0%
Gas franchise	215,000	-	-	0.0%	-	0.0%
Telecommunication access fees	650,000	165,167	165,167	25.4%	169,238	26.0%
Cable franchise	225,000	69,911	69,911	31.1%	59,231	29.6%
Street rental fees	7,000	2,250	2,250	32.1%	3,250	40.8%
Licenses and permits:						
Business licenses and permits	171,540	38,704	38,704	22.6%	34,613	20.7%
Building and construction permits	556,950	338,254	338,254	60.7%	118,834	26.2%
Service fees:						
General government	50,650	60	60	0.1%	28	4.3%
Public safety	746,080	155,114	155,114	20.8%	143,106	18.9%
Urban development	3,000	270	270	9.0%	300	5.7%
Streets and sanitation	337,630	74,737	74,737	22.1%	73,434	23.0%
Recreation	86,800	12,437	12,437	14.3%	12,884	16.2%
Interfund	184,300	46,075	46,075	25.0%	46,075	25.0%
Court fines	1,143,500	241,373	241,373	21.1%	235,766	19.2%
Interest earnings	30,000	(1,479)	(1,479)	-4.9%	3,667	4.6%
Rental income	153,000	23,875	23,875	15.6%	23,333	15.3%
Other	47,730	18,752	18,752	39.3%	53,096	91.6%
Total Revenues	\$ 27,225,990	\$ 6,159,666	\$ 6,159,666	22.6%	\$ 5,783,179	21.6%

TOWN OF ADDISON

GENERAL FUND

FY 2012 QUARTERLY STATEMENT OF EXPENDITURES COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
General Government:						
City manager	\$ 1,225,440	\$ 300,120	\$ 300,120	24.5%	\$ 380,366	24.9%
Financial & strategic services	909,820	224,324	224,324	24.7%	193,071	23.0%
General services	783,380	158,091	158,091	20.2%	195,563	23.7%
Municipal court	501,730	110,892	110,892	22.1%	109,268	21.4%
Human resources	552,740	136,739	136,739	24.7%	96,434	18.6%
Information technology	1,290,000	259,453	259,453	20.1%	245,430	18.5%
Combined services	617,270	157,306	157,306	25.5%	208,084	34.5%
Council projects	262,330	180,509	180,509	68.8%	183,857	61.8%
Public safety:						
Police	7,344,420	1,836,607	1,836,607	25.0%	1,891,046	24.8%
Emergency communications	1,259,040	339,375	339,375	27.0%	238,513	20.6%
Fire	5,877,700	1,452,718	1,452,718	24.7%	1,406,254	24.3%
Development services						
Streets	902,300	225,589	225,589	25.0%	225,814	25.1%
Parks and Recreation:						
Parks	1,648,510	279,630	279,630	17.0%	279,669	15.6%
Parks	2,976,220	611,001	611,001	20.5%	520,487	20.5%
Recreation	1,479,980	302,606	302,606	20.4%	303,342	20.5%
Total Expenditures	\$ 27,630,880	\$ 6,574,960	\$ 6,574,960	23.8%	\$ 6,477,198	23.4%

TOWN OF ADDISON

HOTEL FUND

FY 2012 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Hotel/Motel occupancy taxes	\$ 4,100,000	\$ 969,778	\$ 969,778	23.7%	\$ 838,837	23.6%
Proceeds from special events	1,727,000	56,314	56,314	3.3%	104,007	6.2%
Conference centre rental	488,750	126,463	126,463	25.9%	107,907	21.6%
Visit Addison rental	193,000	29,303	29,303	15.2%	-	0.0%
Theatre centre rental	78,000	17,734	17,734	22.7%	20,758	6.8%
Interest and miscellaneous	15,800	2,632	2,632	16.7%	9,083	65.8%
Total Revenues	6,602,550	1,202,225	1,202,225	18.2%	1,080,592	17.9%
Expenditures and other uses:						
Visitor services	1,053,700	194,288	194,288	18.4%	382,970	34.9%
Visit Addison	610,740	138,628	138,628	22.7%	122,749	27.9%
Marketing	763,910	128,383	128,383	16.8%	218,661	29.9%
Special events	2,461,960	513,777	513,777	20.9%	397,307	16.6%
Conference centre	1,080,980	237,020	237,020	21.9%	228,401	22.2%
Performing arts	562,240	287,311	287,311	51.1%	287,825	52.1%
Other financing uses:						
Transfer to debt service fund	670,000	167,500	167,500	25.0%	167,500	25.0%
Total Expenditures and Other Uses	\$ 7,203,530	\$ 1,666,907	\$ 1,666,907	23.1%	\$ 1,805,413	26.1%

NOTES:

1) Amounts spent by special project:

Public Relations	\$ 315,250	\$ 45,007	\$ 45,007	14.3%	\$ 63,001	20.0%
Oktoberfest	529,640	7,287	7,287	1.4%	4,886	0.9%
Kaboom Town	247,140	2,750	2,750	1.1%	339	0.1%
Calendar	30,000	18,341	18,341	61.1%	31,449	62.9%
Hotel Support Program	200,000	26,959	26,959	13.5%	15,731	6.1%
Taste Addison	599,440	1,500	1,500	0.3%	-	0.0%
Shakespeare Festival	46,500	32,502	32,502	69.9%	32,592	70.1%
Summer Jazz Festival	44,320	152	152	0.3%	97	0.2%
WorldFest	224,350	185,197	185,197	82.5%	212,613	98.8%
Book Fair	2,900	1,730	1,730	59.7%	2,032	69.6%
Weekend to Wipe Out Cancer	13,000	-	-	0.0%	69	0.5%
Vitruvian Park Events	92,000	131,984	131,984	143.5%	-	0.0%
TOTAL	\$ 2,344,540	\$ 453,408	\$ 453,408	19.3%	\$ 362,809	15.4%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Ad Valorem taxes:						
Current taxes	\$ 548,980	\$ 98,017	\$ 98,017	17.9%	\$ -	0.0%
Delinquent taxes	490	738	738	150.6%	-	0.0%
Penalty & interest	970	438	438	45.2%	-	0.0%
Business license fee	150,000	-	-	0.0%	-	0.0%
Interest income and other	500	279	279	55.8%	37	0.0%
Transfer from General Fund	-	-	-	0.0%	175,000	25.0%
Total Revenues and Other Sources	700,940	99,472	99,472	14.2%	175,037	25.0%
Expenditures:						
Personal services	136,040	31,701	31,701	23.3%	-	0.0%
Supplies	11,420	2,485	2,485	21.8%	-	0.0%
Maintenance	6,000	-	-	0.0%	-	0.0%
Contractual services	597,630	56,475	56,475	9.4%	12,000	1.7%
Capital replacement/lease	2,700	675	675	25.0%	-	0.0%
Total Expenditures	\$ 753,790	\$ 91,335	\$ 91,335	12.1%	\$ 12,000	1.7%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Interest earnings and other	2,500	453	453	18.1%	21	29.6%
Total Revenues	2,500	453	453	18.1%	21	0.0%
Expenditures:						
Contractual services	-	134	134	0.0%	-	0.0%
Construction and equipment	-	-	-	0.0%	-	0.0%
Total Expenditures	\$ -	\$ 134	\$ 134	0.0%	\$ -	0.0%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ 10,000	\$ 3,900	\$ 3,900	39.0%	\$ 491,450	702.1%
Total Revenues	<u>10,000</u>	<u>3,900</u>	<u>3,900</u>	39.0%	<u>491,450</u>	<u>702.1%</u>
Expenditures:						
Personal services	10,000	-	-	0.0%	-	0.0%
Supplies	-	1,287	1,287	0.0%	-	0.0%
Contractual services	-	-	-	0.0%	66,126	132.3%
Construction and equipment	-	9,905	9,905	0.0%	500,000	0.0%
Total Expenditures	<u>\$ 10,000</u>	<u>\$ 11,192</u>	<u>\$ 11,192</u>	111.9%	<u>\$ 566,126</u>	<u>808.8%</u>

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Intergovernmental	\$ 188,000	\$ -	\$ -	0.0%	\$ -	0.0%
Total Revenues	<u>188,000</u>	<u>-</u>	<u>-</u>	0.0%	<u>-</u>	<u>0.0%</u>
Expenditures:						
Personal services	188,000	-	-	0.0%	-	0.0%
Supplies	-	1,199	1,199	0.0%	-	0.0%
Total Expenditures	<u>\$ 188,000</u>	<u>\$ 1,199</u>	<u>\$ 1,199</u>	0.6%	<u>\$ -</u>	<u>0.0%</u>

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest income and other	\$ 6,500	\$ 1,312	\$ 1,312	20.2%	\$ 1,692	18.6%
Total Revenues	<u>6,500</u>	<u>1,312</u>	<u>1,312</u>	20.2%	<u>1,692</u>	18.6%
Expenditures:						
Engineering and contractual services	-	-	-	0.0%	-	0.0%
Construction and equipment	819,400	-	-	0.0%	-	0.0%
Total Expenditures	<u>\$ 819,400</u>	<u>\$ -</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest income and other	\$ 350	\$ 85	\$ 85	24.3%	\$ 451	14.7%
Total Revenues	<u>350</u>	<u>85</u>	<u>85</u>	24.3%	<u>451</u>	14.7%
Expenditures:						
Engineering and contractual services	-	8,824	8,824	0.0%	5,551	57.2%
Construction and equipment	142,510	7,833	7,833	5.5%	-	0.0%
Total Expenditures	<u>\$ 142,510</u>	<u>\$ 16,657</u>	<u>\$ 16,657</u>	11.7%	<u>\$ 5,551</u>	2.1%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ -	\$ 688	\$ 688	0.0%	\$ 2,027	14.1%
Total Revenues	<u>-</u>	<u>688</u>	<u>688</u>	0.0%	<u>2,027</u>	14.1%
Expenditures:						
Engineering and contractual services	-	25,074	25,074	0.0%	79,175	79.2%
Construction and equipment	-	203,175	203,175	0.0%	-	0.0%
Total Expenditures	<u>\$ -</u>	<u>\$ 228,249</u>	<u>\$ 228,249</u>	0.0%	<u>\$ 79,175</u>	15.8%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 1,500	\$ 364	\$ 364	24.3%	\$ 593	11.7%
Total Revenues	<u>1,500</u>	<u>364</u>	<u>364</u>	24.3%	<u>593</u>	11.7%
Expenditures:						
Construction and equipment	165,110	-	-	0.0%	-	0.0%
Total Expenditures	<u>\$ 165,110</u>	<u>\$ -</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 1,000	\$ 292	\$ 292	29.2%	\$ 477	11.7%
Total Revenues	<u>1,000</u>	<u>292</u>	<u>292</u>	29.2%	<u>477</u>	11.7%
Expenditures:						
Engineering and contractual services	180,000	-	-	0.0%	-	0.0%
Total Expenditures	<u>\$ 180,000</u>	<u>\$ -</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%

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

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Revenues:						
Interest earnings and other	\$ 25,000	\$ 5,623	\$ 5,623	22.5%	\$ 183,665	87.3%
Total Revenues	<u>25,000</u>	<u>5,623</u>	<u>5,623</u>	22.5%	<u>183,665</u>	87.3%
Expenditures:						
Engineering and contractual services	107,820	140,855	140,855	130.6%	196,632	0.0%
Construction and equipment	598,570	599,118	599,118	100.1%	1,617,719	13.4%
Total Expenditures	<u>\$ 706,390</u>	<u>\$ 739,973</u>	<u>\$ 739,973</u>	104.8%	<u>\$ 1,814,351</u>	15.0%

AIRPORT FUND

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

With Comparative Information from Prior Fiscal Year

Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Operating revenues:						
Operating grants	\$ 50,000	\$ -	\$ -	0.0%	\$ -	0.0%
Fuel flowage fees	630,000	115,640	115,640	18.4%	66,129	7.8%
Rental	3,488,020	572,098	572,098	16.4%	283,947	8.2%
User fees	35,540	7,155	7,155	20.1%	3,733	9.7%
Other income	10,300	889	889	8.6%	24,238	235.3%
Total operating revenues	4,213,860	695,783	695,783	16.5%	378,047	8.6%
Operating expenses:						
Town - Personal services	323,730	92,608	92,608	28.6%	58,837	23.2%
Town - Supplies	62,600	3,861	3,861	6.2%	3,028	13.9%
Town - Maintenance	33,300	12,848	12,848	38.6%	7,036	24.0%
Town - Contractual services	544,670	77,038	77,038	14.1%	83,161	17.4%
Grant - Maintenance	100,000	1,650	1,650	1.7%	64,151	64.2%
Operator operation & maintenance	2,221,430	330,299	330,299	14.9%	122,229	5.4%
Operator service contract	305,200	53,663	53,663	17.6%	186,209	56.4%
Total operating expenses	3,590,930	571,968	571,968	15.9%	524,651	15.1%
Net operating income	622,930	123,815	123,815	19.9%	(146,604)	-15.8%
Non-Operating revenues (expenses):						
Interest earnings and other	21,320	1,808	1,808	8.5%	2,676	17.3%
Interest on debt, fiscal fees & other	(115,090)	(28,773)	(28,773)	25.0%	(31,355)	25.0%
Total non-operating revenues (expenses)	(93,770)	(26,964)	(26,964)	28.8%	(28,679)	26.1%
Net income (excluding depreciation)	\$ 529,160	\$ 96,851	\$ 96,851	18.3%	\$ (175,283)	-21.4%
CHANGES IN WORKING CAPITAL						
Net income (excluding depreciation)	\$ 529,160	\$ 96,851	\$ 96,851	18.3%	\$ (175,283)	-21.4%
Sources (uses) of working capital:						
Retirement of long-term debt	(275,000)	(68,750)	(68,750)	25.0%	(66,250)	25.0%
Net additions to fixed assets with grants	(897,300)	-	-	0.0%	(1,166,003)	93.7%
Other net additions to fixed assets	(60,000)	-	-	0.0%	-	0.0%
Net sources (uses) of working capital	(1,232,300)	(68,750)	(68,750)	5.6%	(1,232,253)	78.6%
Net increase (decrease) in working capital	(703,140)	28,101	28,101	-4.0%	(1,407,536)	188.2%
Beginning fund balance	1,601,980	1,867,475	1,867,475	116.6%	2,124,403	122.0%
Ending fund balance	\$ 898,840	\$ 1,895,576	\$ 1,895,576	210.9%	\$ 716,867	72.2%

NOTES:

1) Current year operating revenues and operator expenses reflect two months of data. FY2011 operating revenues and operator e reflect only one month of data from airport operator due to reporting delay.

UTILITY FUND

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

With Comparative Information from Prior Fiscal Year

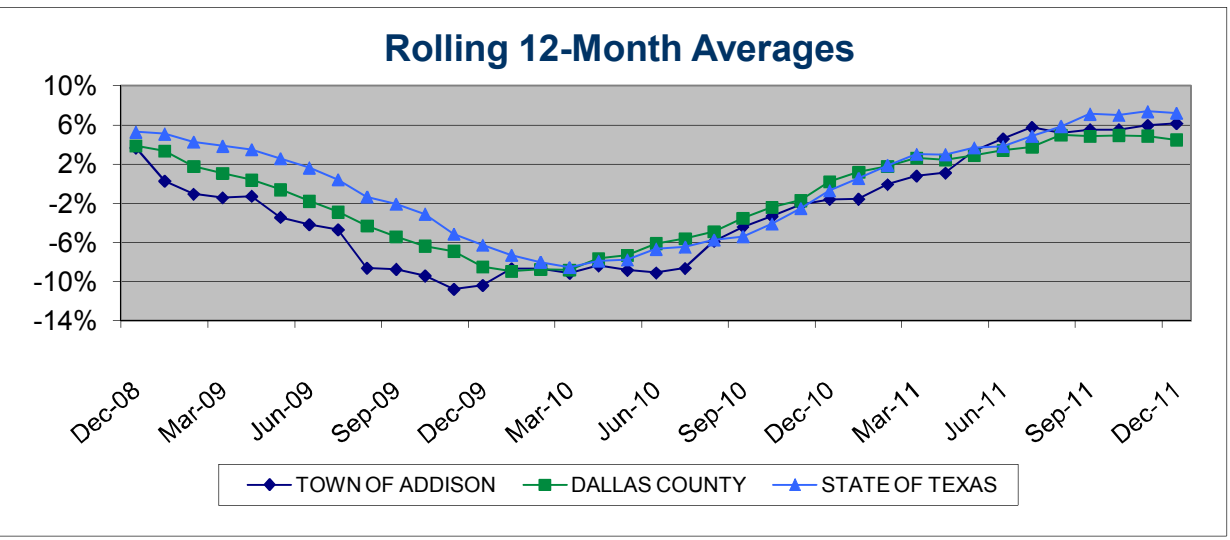
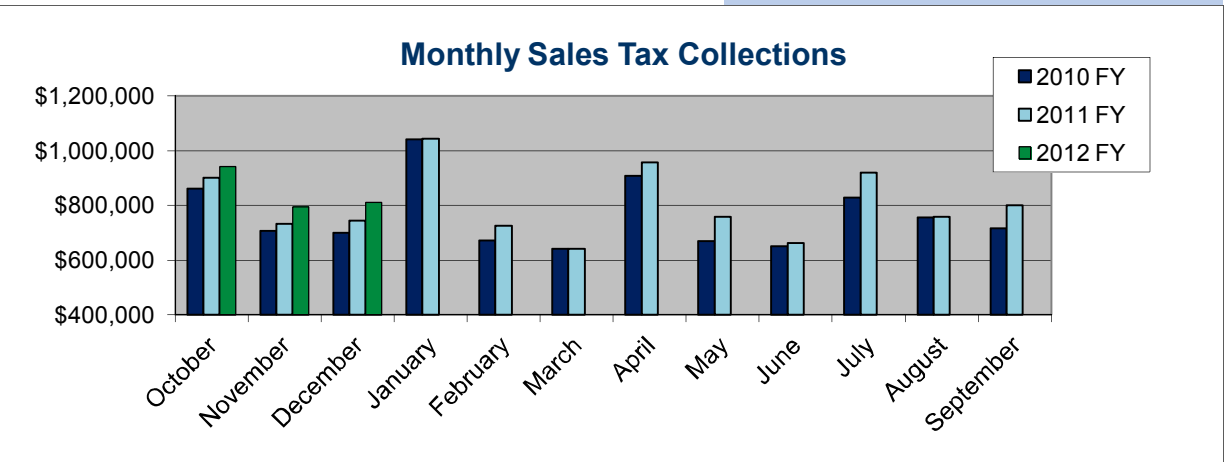
Category	FY2011-12				FY2010-11	
	Budget	1st Quarter	Year-to-Date	YTD as % of Budget	Year-to-Date	YTD as % of Budget
Operating revenues:						
Water sales	\$ 6,019,700	\$ 1,078,035	\$ 1,078,035	17.9%	\$ 990,809	18.1%
Sewer charges	4,725,000	804,306	804,306	17.0%	761,161	16.2%
Tap fees	10,000	3,105	3,105	31.1%	720	3.2%
Penalties	73,500	12,260	12,260	16.7%	19,814	28.3%
Total operating revenues	10,828,200	1,897,706	1,897,706	17.5%	1,772,504	17.3%
Operating expenses:						
Water purchases	2,841,200	488,399	488,399	17.2%	450,851	16.7%
Wastewater treatment	2,051,700	380,556	380,556	18.5%	473,747	23.9%
Utility operations	2,751,750	555,929	555,929	20.2%	547,348	20.7%
Total operating expenses	7,644,650	1,424,883	1,424,883	18.6%	1,471,946	20.1%
Net operating income	3,183,550	472,823	472,823	14.9%	300,558	10.3%
Non-Operating revenues (expenses):						
Interest earnings and other	(35,600)	(9,866)	(9,866)	27.7%	8,148	125.4%
Interest on debt, fiscal fees & other	(459,830)	(114,958)	(114,958)	25.0%	(130,920)	25.0%
Total non-operating revenues (expenses)	(495,430)	(124,824)	(124,824)	25.2%	(122,772)	23.7%
Net income (excluding depreciation)	\$ 2,688,120	\$ 348,000	\$ 348,000	12.9%	\$ 177,786	7.4%
CHANGES IN WORKING CAPITAL						
Net income (excluding depreciation)	\$ 2,688,120	\$ 348,000	\$ 348,000	12.9%	\$ 177,786	7.4%
Sources (uses) of working capital:						
Retirement of long-term debt	(2,754,800)	(688,700)	(688,700)	25.0%	(655,943)	25.0%
Transfer of debt proceeds	1,000,000	-	-	0.0%	-	0.0%
Net additions to fixed assets	(2,330,000)	(206,185)	(206,185)	8.8%	(20,227)	0.5%
Net sources (uses) of working capital	(4,084,800)	(894,885)	(894,885)	21.9%	(676,170)	10.6%
Net increase (decrease) in working capital	(1,396,680)	(546,885)	(546,885)	39.2%	(498,384)	12.5%
Beginning fund balance	2,364,190	3,528,200	3,528,200	149.2%	5,851,222	116.4%
Ending fund balance	\$ 967,510	\$ 2,981,315	\$ 2,981,315	308.1%	\$ 5,352,839	521.7%

TOWN OF ADDISON

Schedule of Sales Tax Collections and Related Analyses

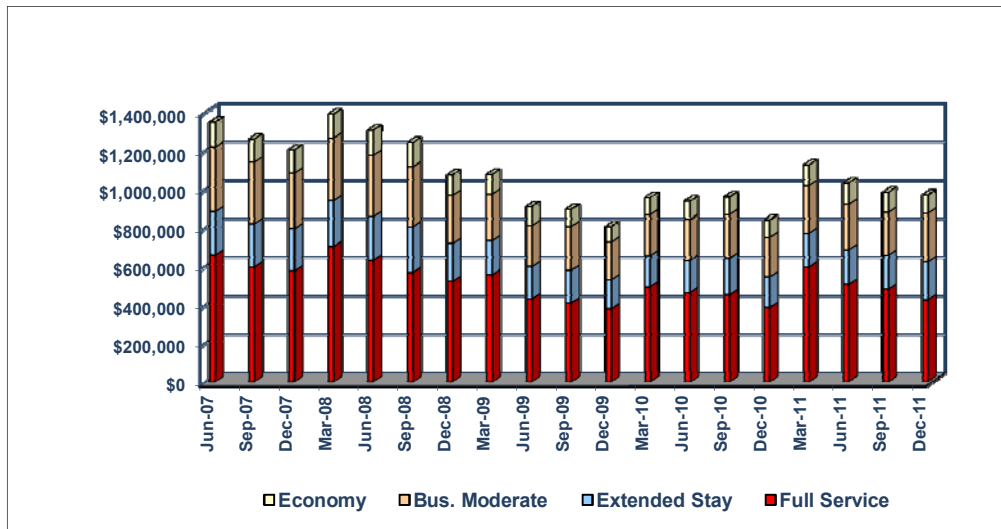
For the fiscal year ending September 30, 2012

	TOWN OF ADDISON				DALLAS COUNTY		STATE OF TEXAS	
	2011-12 Collections		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
October	\$ 941,812	\$ 941,812	4.6%	4.6%	5.3%	5.3%	5.7%	5.7%
November	795,061	1,736,873	8.5%	6.4%	0.1%	3.0%	8.6%	7.0%
December	810,293	2,547,166	8.9%	7.2%	2.9%	3.0%	8.3%	7.4%
January								
February								
March								
April								
May								
June								
July								
August								
September								
Budget 11-12:		\$ 9,565,340						
Projected Year End		\$ 10,443,709						



TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION
Hotels By Service Type for the Quarter and Year-to-Date Ended December 31, 2011
With Comparisons to Prior Year

	Rooms		1st Quarter FY 12		12 to 11 % Diff.	YTD FY 12		12 to 11 % Diff.
	Number	Percentage	Amount	Percentage		Amount	Percentage	
Full Service								
Marriott Quorum	535	14%	\$ 144,539	15%	-10%	\$ 144,539	15%	-35%
Intercontinental	532	13%	178,142	18%	33%	178,142	18%	14%
Crowne Plaza	429	11%	103,836	11%	13%	103,836	11%	2%
	<u>1,496</u>	<u>38%</u>	<u>426,518</u>	<u>44%</u>	<u>10%</u>	<u>426,518</u>	<u>44%</u>	<u>10%</u>
Extended Stay								
Budget Suites	344	9%	5,073	1%	82%	5,073	1%	-3%
Hawthorne Suites	70	2%	12,429	1%	17%	12,429	1%	3%
Marriott Residence	150	4%	46,264	5%	6%	46,264	5%	0%
Summerfield Suites	132	3%	25,745	3%	7%	25,745	3%	-6%
Homewood Suites	128	3%	45,772	5%	12%	45,772	5%	9%
Springhill Suites	159	4%	62,042	6%	67%	62,042	6%	44%
	<u>983</u>	<u>25%</u>	<u>197,326</u>	<u>20%</u>	<u>24%</u>	<u>197,326</u>	<u>20%</u>	<u>24%</u>
Business Moderate								
Marriott Courtyard Quorum	176	4%	76,592	8%	53%	76,592	8%	33%
LaQuinta Inn	152	4%	26,660	3%	-4%	26,660	3%	-15%
Marriott Courtyard Proton	145	4%	50,312	5%	44%	50,312	5%	37%
Holiday Inn Express	102	3%	30,955	3%	10%	30,955	3%	3%
Hilton Garden Inn	96	2%	37,829	4%	1%	37,829	4%	5%
Holiday Inn - Arapaho	101	3%	22,065	2%	14%	22,065	2%	-7%
Comfort Inn	86	2%	7,576	1%	42%	7,576	1%	17%
	<u>858</u>	<u>22%</u>	<u>251,989</u>	<u>26%</u>	<u>24%</u>	<u>251,989</u>	<u>26%</u>	<u>24%</u>
Economy								
Motel 6	126	3%	17,214	2%	12%	17,214	2%	-9%
Hampton Inn	159	4%	41,893	4%	-3%	41,893	4%	-6%
Quality Inn	115	3%	8,481	1%	-3%	8,481	1%	-24%
Comfort Suites	78	2%	15,939	2%	27%	15,939	2%	-6%
Super 8	78	2%	7,240	1%	15%	7,240	1%	-19%
Best Value	60	2%	3,178	0%	-3%	3,178	0%	-26%
	<u>616</u>	<u>16%</u>	<u>93,946</u>	<u>10%</u>	<u>5%</u>	<u>93,946</u>	<u>10%</u>	<u>5%</u>
TOTAL	<u>3,953</u>	<u>100%</u>	<u>\$ 969,778</u>	<u>100%</u>	<u>16%</u>	<u>\$ 969,778</u>	<u>100%</u>	<u>-1%</u>



TOWN OF ADDISON
INTERIM STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
For the Quarter Ending December 31, 2011

Fund	Balance 9/30/2011	Quarter Receipts	Quarter Disbursements	Balance 12/31/2011
General Fund	\$ 10,495,688	\$ 9,052,605	\$ 10,210,710	\$ 9,337,583
Special Revenue Funds:				
Hotel	1,993,329	1,391,799	2,027,480	1,357,648
Economic Development	362,983	225,423	221,582	366,824
Public Safety	18,623	3,767	646	21,744
Municipal Court	452,527	202,168	227,692	427,003
Advanced Funding Grant	1,209,641	4,727	1,147,182	67,186
Reimbursement Grant	(175,698)	1,144,673	3,684,448	(2,715,473)
ARRA Grant	(50,445)	52,258	1,428	385
Debt Service Funds:				
G. O. Bonds	1,159,176	2,158,059	1,093,655	2,223,580
Hotel Revenue Bonds	815,227	170,270	-	985,497
Capital Projects Funds:				
Streets	1,581,918	5,333	-	1,587,251
Parks	176,564	534	86,086	91,012
2002 G.O. Bonds	1,114,454	3,522	464,569	653,407
2004 G.O. Bonds	438,480	1,479	-	439,959
2006 G.O. Bonds	352,562	1,189	195,820	157,931
2008 C.O. Bonds	3,530,519	4,014,371	1,017,811	6,527,079
Enterprise Funds:				
Utility	4,993,642	3,390,563	2,486,688	5,897,517
Airport	2,151,654	1,106,134	953,584	2,304,204
Internal Service Funds:				
Capital Replacement	3,467,773	282,052	169,622	3,580,203
Information Technology	2,454,409	152,292	10,325	2,596,376
TOTAL - ALL FUNDS	\$ 36,543,026	\$ 23,363,218	\$ 23,999,328	\$ 35,906,916

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

INVESTMENTS BY MATURITY AND TYPE				
For the Quarter Ending December 31, 2011				
	Type	% of Portfolio	Yield to Maturity	Amount
	Pools	35.04%	0.08%	\$ 12,655,090
	Agencies	30.23%	0.45%	10,922,631
	Bank CD's	18.12%	0.58%	6,546,069
	Treasuries	11.09%	0.13%	4,006,785
	Commercial Paper	5.52%	0.46%	1,995,983
Total Investments		100.00%	0.33%	36,126,558
	Accrued Interest Earnings			45,450
	Demand Deposits			(265,092)
TOTAL				\$ 35,906,916

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, 2011**

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 10/15/2037	\$ 380,394	\$ 427,179			
Frost Bank	Federal Reserve	Operating	GNMA due 10/15/2037	1,110,751	1,247,364			
				<u>\$ 1,491,146</u>	<u>\$ 1,674,543</u>	<u>\$ 1,587,253</u>	<u>\$ 1,337,253</u>	<u>\$ 1,924,543</u>

Fourth Quarter of Calendar Year 2011 Review

The overriding theme of the fourth quarter was improvement in the domestic economy. Although problems in Europe again dominated news headlines, a glimmer of hope emerged for the U.S. The housing market, after years of skimming along the bottom, is showing tentative signs of a rebound. Payroll gains and a declining unemployment rate suggest a recuperating job market. Measures of consumer confidence are improving and inflation has moderated as commodity prices have declined. The good news is tempered, however, by the sovereign debt crisis gripping Europe and over-indebted consumers. For four consecutive years, households have been reducing their debt loads. Whether voluntary or involuntary, the effect was the same - the economy slowed when consumers curtailed their spending. From 2001 through 2006, household debt grew at a supercharged, perhaps reckless, 11% per year, before slowing and then falling at nearly a 2% rate for 2009 and 2010. The Federal Reserve quarterly flow of funds statement showed that household debt decreased by an annual rate of 1.25% in the third quarter, roughly the same pace as in the first half, while home mortgage debt fell at an annual rate of 1.75%. The result was that total household debt had fallen to 119% of disposable income, down from a peak of 135% at the end of 2007. This is hardly lean, but the levels of debt are moving in the right direction and paving the way for future spending.

Economist Paul Krugman has said even though we may have finally stopped digging, we're still at the bottom of a very deep hole, but if it's any comfort, the economic challenges faced by the U. S. are shared by the majority of the world's developed countries. The Eurozone seems no closer to resolving its long-term sovereign debt crisis. The insurmountable problem is that the degree of belt-tightening required to get debt-to-GDP ratios back to the rule-of-thumb 60% mark is so severe that recession would be nearly inevitable. The debt-to-GDP ratio for Greece is almost 150% and is expected by many to rise to 160% in 2012. In October a haircut of 50% on privately held Greek debt was agreed upon at a European Summit in return for severe cutbacks in spending. By the beginning of 2012, as the Greek financial situation continued to deteriorate, the expected haircut number had increased by an additional 10%, and two-year Greek bonds were yielding a record 176% in the secondary market as investors demanded dramatically higher yields to compensate for the rising possibility of default. The debt problem isn't just restricted to Greece, Ireland and Portugal. In recent months, the financial condition of Italy, the world's eighth largest economy has worsened, which has resulted in an untimely spike in borrowing costs, further compounding the problem. Analysts at Standard & Poor's believe recessions already impacting Greece, Portugal and Spain are likely to spread to larger European countries in the first half of 2012. This, along with a strengthening dollar, is almost certain to hurt U.S. exports to Europe, but the impact resulting from continued deterioration of the global economy is largely unknown.

HOUSING

For reasons unclear, the U.S. housing market is starting to show signs of life. Part of the rebound may simply be that housing supply is more in line with demand. Existing home sales rose by 4.0% in November to a 4.42 million unit annual rate, the highest since January. The number of existing homes listed for sale fell to a 6 ½-year low, and the estimated supply at the current sales pace hit a two-year low of seven months, nearing a more normal level of six months. New home sales rose 1.6% in November to a seven-month high of 315,000, leaving the total number of new homes available for sale at an all-time low of 158,000, representing just a six-month supply at the current sales pace. So maybe a bottom has finally been reached. An estimated 305,000 new homes were sold during 2011, less than 25% of the 1.28 million in 2005, but many of the leading housing indicators are flashing improvement. The November pending home sales index increased by 7.3% to the highest level in 19 months when Federal tax credits were still being offered to first-time and other qualified buyers. The National Association of Home Builders (NAHB) housing market index rose from 19 to 21 in December, the fourth consecutive month of improvement and the highest level since May 2010. Improved sales and a less dim outlook have boosted new construction. November housing starts were stronger than expected, with starts jumping by 9.3% to a 685k annual rate, the highest since April 2009. Multi-family starts were up

25% as the shift to apartments and rental units continued, but single family starts also rose, increasing by 2.3% to a five-month high. In a sign that the starts data may possibly have legs, building permits rose to a one-year high.

EMPLOYMENT

By the end of the summer, hiring by companies had come to a virtual standstill with zero gain in nonfarm payrolls being reported in the initial August employment reading. But things improved considerably after that point. Company payrolls grew by 200k in December and a total of 621k in the final four months of the year. Even the August job count was subsequently revised from zero to up 104k. For all of 2011, employers added more than 1.64 million new workers. Although this pace doesn't suggest a return to full employment anytime soon, it appears relatively healthy when compared to 5 million jobs lost in 2009. As businesses began hiring, the December unemployment rate fell to 8.5%, more than a point and a half below the 10.1% cycle high from October 2009 and the lowest level in more than 2½ years.

Going forward, it isn't clear that the pace of job growth will pick up significantly in 2012, but recent weekly initial claims data suggests that businesses should continue to add to payrolls. First-time filings for unemployment benefits fell to a 3½-year low in December, and the four-week moving average fell to its lowest point since the spring of 2008. Confidence readings are also flashing improvement in the labor market. The December Conference Board survey showed the percentage of consumers believing jobs were plentiful rose to the highest level in three years, while those who thought jobs were hard to get dropped to a three-year low.

CONSUMER SPENDING

November retail sales rose just 0.2%, a sharp decline from revised gains of 1.3% and 0.6% in September and October respectively, but a late month rally by holiday shoppers seemed to have put December's numbers back on track. Same store sales for businesses with doors open for a year or more were up 3.4% over last year, but there were clearly winners and losers amongst the 22 retailers tracked by the Reuters Index. Macy's celebrated a 6.2% year-over-year increase, while the Gap tumbled 4% from last year. Kmart and Sears are expected to close as many as 120 stores after dropping 4.4% and 6% year-over-year. ZDNet reported that online sales had jumped 15% in November and December to total \$37.2 billion in holiday season revenue for 2011. Strong online "Black Friday" shopping numbers in November were followed by even better "Cyber Monday" sales. Online revenues for the Monday after Thanksgiving exceeded \$1.25 billion, a 22% increase from last year. Online sales on the Friday after Thanksgiving were \$816 million, a 26% increase from the prior year.

But, like most indicators, recent improvement in consumer spending is from extremely low levels. American consumers have been cutting back on their spending for years. In fact, with one exception, total household debt has fallen every quarter for the past four years. This is very unusual. According to FTN Financial, this is the first sustained decline since the 1980's. At the risk of flying off on a tangent, it's worth mentioning that from 2003 to 2007, Americans withdrew \$2.1 trillion in equity from their homes. With this massive individual stimulus no longer available and tighter lending standards firmly in place it becomes clear why spending has slowed. The question is ...when does the consumer feel confident enough to really ramp up their spending? Maybe the answer is starting to show up in the monthly confidence numbers. The Conference Board's consumer confidence index jumped 9.3 points in December to 64.5, reflecting significant increases in both future expectations and the present situation components. During the low point of the cycle (and apparently the historical low) in February 2009, confidence dipped all the way to 25.3. By contrast, in November 2007, just before the recession began, it was 87.8.

INFLATION

The European crisis has resulted in a stronger dollar, and contributed to a global slowdown that has curtailed overall demand for commodities. Cotton and corn prices hit all-time highs in the first half of the year, before dropping along with virtually all commodities as the year progressed. Between the peak in April and the end of 2011, the DOW UBS Commodities Index fell 20%. Oil prices also peaked in April with WTI closing just under \$114 per barrel. By year-end, oil had closed at \$98.83, up 8.2% for the year. The average gasoline price, according to AAA was \$3.27 per gallon at year-end, approximately \$0.25 lower for the quarter, but still \$0.19 higher on the year. As food and energy prices abate, the consumer price index has moved gradually lower with headline CPI falling from 3.9% in September to 3.4% in November. But if food and energy prices

are taken out of the equation, core CPI tells a different story, up from 0.8% a year earlier to a three-year high of 2.2%. In order for the Fed to justify its easy money policy, core consumer inflation will have to remain below 3.0%. Fortunately, most economists and Fed officials are under the impression that significant slack in the labor market, along with a general decline in the global economy will result in a moderation of core inflation in the coming months.

THE FED

The Federal Reserve's Federal Open Market Committee (FOMC) made no major policy changes or announcements during the fourth quarter. They will continue to implement the so-called Operation Twist, selling short-term securities and using the proceeds to buy longer term securities in an effort to reduce longer-term interest rates. The FOMC also maintained the current fed funds target of 0.0% to 0.25% and reiterated their pledge that current conditions were "likely to warrant exceptionally low levels for the federal funds rate at least through mid-2013." Many pundits expect this pledge will be extended to 2014 or otherwise strengthened in early 2012.

STOCK MARKET MOVEMENT

Stocks rebounded sharply in the fourth quarter, salvaging what had been a pretty pathetic year for equities. The DOW erased Q3's 12% decline by staging a 12% rally, while the S&P 500 climbed 11% and the NASDAQ 8%. For the year, only the DOW made it into positive territory, boasting a 5.5% advance. Despite some stomach churning volatility, the S&P 500 finished the year almost exactly where it started at 1257.6 versus 1257.64 at the end of 2010. The NASDAQ slid 1.8%.

	DOW	S&P 500	NASDAQ
12/31/10	11,578	1,258	2,653
9/30/11	10,913	1,131	2,415
12/31/11	12,218	1,258	2,605
% Change for Q4-2011	+ 12.0%	+ 11.1%	+ 7.9%
% Change for 12 Months	+ 5.5%	+ 0.0%	- 1.8%

INTEREST RATES

		Fed Funds	3 mo T-bill	6 mo T-bill	2 yr T-note	5 yr T-note	10 yr T-note
Last	9/30/11	0.00%	0.02%	0.05%	0.25%	0.95%	2.00%
High		0.00%	0.02%	0.07%	0.31%	1.20%	2.40%
Low		0.00%	-0.01%	0.02%	0.22%	0.80%	1.76%
End	12/31/11	0.00%	0.01%	0.06%	0.24%	0.83%	1.88%

PORTFOLIO ACTIVITY SINCE SEPTEMBER 30th

- A total of \$12.3 million rolled off during the quarter. One agency note for \$3mm was called away prior to maturity. There were five maturities including one bank CD for \$3 million, one agency note for \$2.3 million, two municipal commercial paper issues for \$3 million, and one corporate CP issue for \$1 million.
- The Town made three new purchases totaling \$5.5 million, including \$2.5mm in an 18-month bank CD, \$2mm in a callable agency note, and \$1mm in commercial paper. These purchases essentially replaced maturing items. The callable agency has a final maturity in September 2013 and is callable quarterly beginning in March 2012. The weighted average yield on the three purchases was 0.60%, more than six times higher than the 0.09% average yield of TexPool during the quarter.

SUMMARY / OUTLOOK

Although the economy finished the year on an upswing, there are many obstacles in its path, not the least of which is the housing market. A housing crash ignited the recession, and continued deterioration is stifling recovery. According to Bank of America Merrill Lynch, six million homes have been foreclosed on since 2007, and another eight million homes will be liquidated over the next four years. All told this would represent a quarter of all homes with mortgages. This glut of foreclosed properties is hammering home prices and by proxy, Americans' household net worth. The S&P Case-Shiller 20-city index reached the lowest point since March 2003, and in nine of the 19 cities with historical data going back to 1991, real prices are currently lower than they were 20 years ago. At the beginning of 2012 Fed officials sent a 26-page white-paper to congressional leaders addressing the housing problem and offering solutions. In it, Fed officials said that lending standards had become "extraordinarily tight," and urged more aggressive use of Fannie and Freddie to support housing recovery. The white-paper proposed that foreclosed single-family homes be converted to rentals to halt the decline in home prices. Recovery in housing is essential to sustained recovery, but people will need jobs before they are able to buy homes.

The labor market is gradually gaining momentum, but has a long way to go. Factory jobs are returning, and recent ISM surveys indicate that factory managers plan to hire additional workers in the coming months. Auto sales picked up significantly in 2011, and with the average age of vehicles on U.S. roads at a record 10.9 years, the outlook for 2012 sales is optimistic. With increased vehicle sales, come additional manufacturing jobs.

The possibility of another round of stimulus dollars is remote, unless that stimulus is a continuation of long-term unemployment benefits, the payroll tax cut beyond February and further extension of the Bush tax cuts at the end of 2012. But frankly, these measures are already firmly in place. Allowing them to expire would subtract from GDP growth. In order to further goose the economy, the government would have to grant additional stimulus, an unlikely scenario when the nation's focus is squarely on reducing the deficit. The so-called "supercommittee" failed in its charge to reach a compromise agreement on how to reduce the Federal deficit by \$1.5 trillion over 10-years. As a result, automatic spending cuts will begin in 2013. In the glass-half-full realm, this delay is good news for 2012 growth. Energy prices could be another positive for the economy. Pump prices rose above \$4 per gallon briefly in May, but ended the year heading in the right direction with AAA reporting a nationwide average price of \$3.25 for regular unleaded as of December 29th. Lower gasoline prices are highly stimulative, and unless Iran blocks the Strait of Hormuz, decreased worldwide demand could nudge gasoline prices still lower.

With all of this factored in, the likelihood of a "double-dip recession" has nearly dissipated, and the median forecast for GDP growth in 2012 now falls between 2.0% and 2.5%. This would qualify as moderate growth at best, and at this pace high unemployment would linger for years. The Fed recognizes this, and has done everything it can to get the economy back on track. As part of this strategy, they've pledged to keep the overnight funds rates at record lows for at least another 18 months. Later in 2012, the FOMC will begin releasing its quarterly fed funds forecast to the public for the first time. This may further clarify the Fed's strategy, but few expect an earlier tightening date to emerge with the first release. In fact, the new consensus seems to be well into 2014.

PROJECTED STRATEGY FOR THE FIRST QUARTER 2012:

The overriding investment strategy will remain much the same in early 2012. Yields on short-term government securities hover around 0%, while local government investment pools are stuck between 0.05% and 0.10%. We will strive to minimize cash balances in order to invest funds in higher yielding instruments. However, investment opportunities for short-term securities are limited. Select commercial paper issues will offer more attractive yields and we will look for opportunities in bank certificates of deposit. Callable and step-up agency securities with final maturities out 18 to 36 months will remain a key part of our core investment strategy as they provide one of the very few yield enhancing options.

FirstSouthwest

A PlainsCapital Company



Investment Portfolio Summary

Town of Addison

Addison!

For the Quarter Ended

December 31, 2011

Prepared by
FirstSouthwest Asset Management



For the Quarter Ended
December 31, 2011

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:

M. Anderson financial services manager
J. A. [Signature] assistant to the City manager

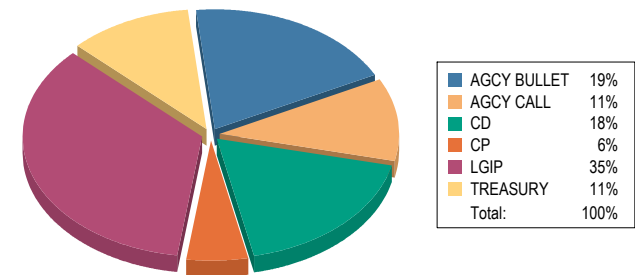
Account Summary

Allocation by Security Type

Beginning Values as of 09/30/11

Ending Values as of 12/31/11

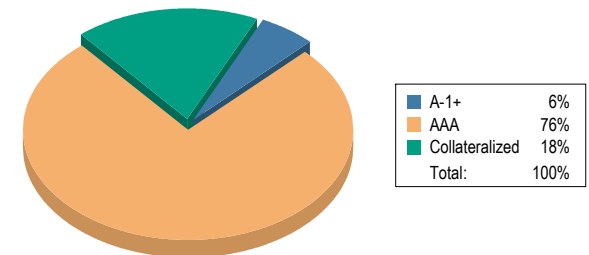
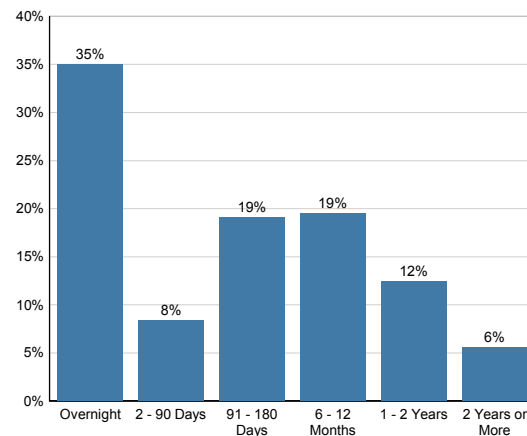
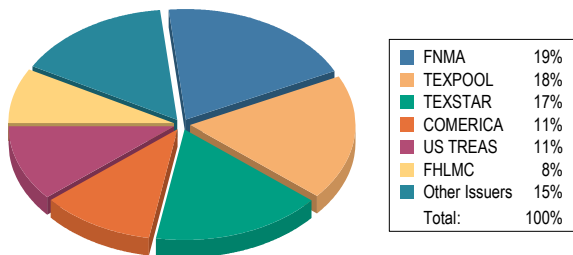
Par Value	37,600,644.71	36,086,158.99
Market Value	37,669,141.21	36,131,169.99
Book Value	37,670,096.47	36,126,558.33
Unrealized Gain / Loss	(955.26)	4,611.66
Market Value %	100.18%	100.12%
Weighted Avg. YTW	0.452%	0.333%
Weighted Avg. YTM	0.458%	0.333%



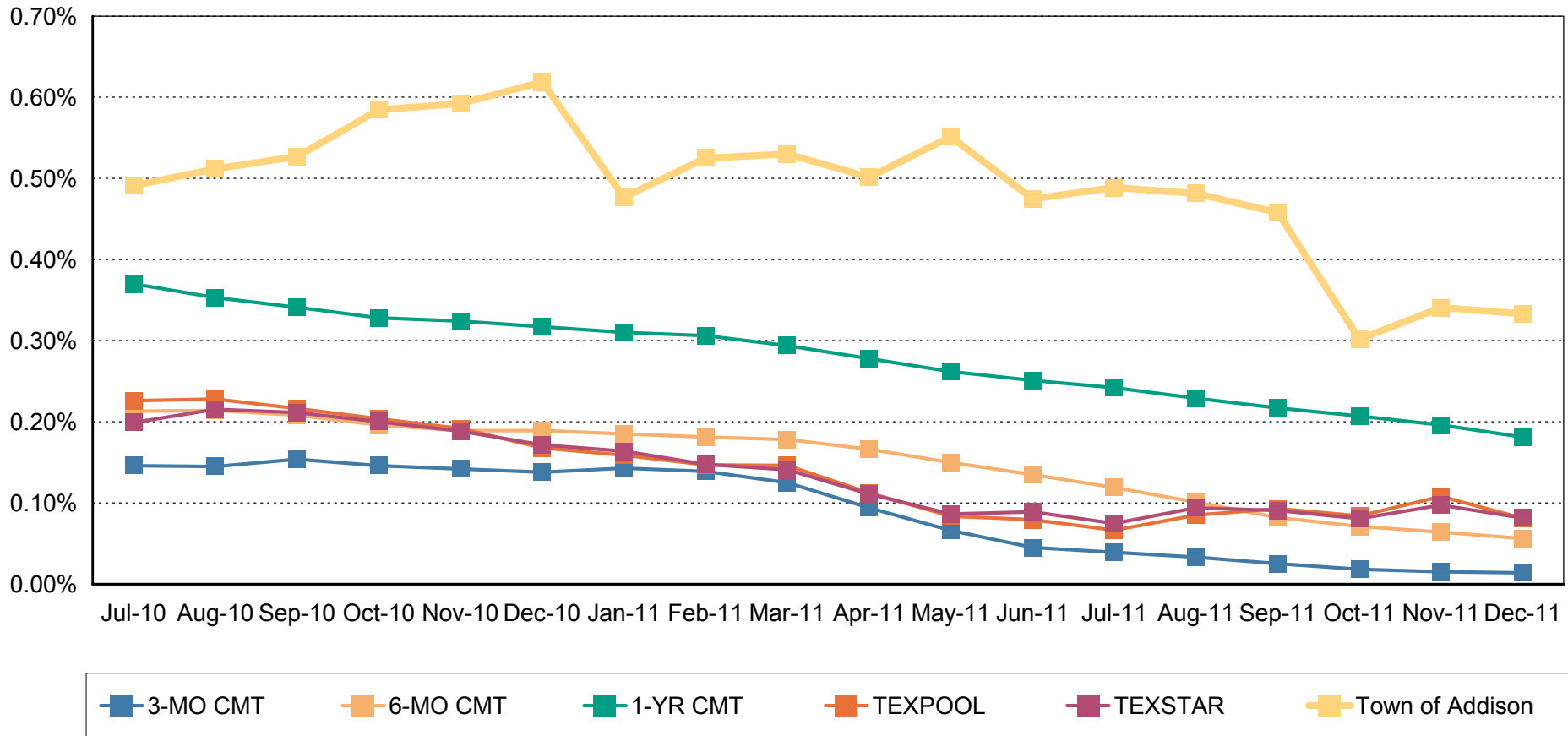
Allocation by Issuer

Maturity Distribution %

Credit Quality



Weighted Average Days to Maturity: 197



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 12/31/2011

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					6,598,698.95	100.000	6,598,698.95	6,598,698.95	100.000	6,598,698.95	1		0.081	0.081
TEXSTAR		LGIP	TexSTAR					6,056,390.74	100.000	6,056,390.74	6,056,390.74	100.000	6,056,390.74	1		0.082	0.082
CD-8993-1	01/19/11	CD	Comerica Bk CD	0.550	01/19/12			2,039,736.82	100.000	2,039,736.82	2,039,736.82	100.000	2,039,736.82	19		0.550	0.550
89233GAW6	05/06/11	CP - DISC	Toyota Mtr Cr		01/30/12			1,000,000.00	99.768	997,683.61	999,750.28	99.993	999,925.00	30		0.311	0.311
912828MU1	02/10/11	TREAS NOTE	U.S. Treasury	1.000	03/31/12			2,000,000.00	100.680	2,013,593.75	2,002,950.28	100.230	2,004,600.00	91		0.399	0.399
3128X9D80	04/13/11	AGCY BULET	FHLMC	1.125	04/25/12			2,885,000.00	100.846	2,909,407.10	2,892,485.91	100.320	2,894,232.00	116		0.304	0.304
912828NE6	05/03/11	TREAS NOTE	U.S. Treasury	0.750	05/31/12			2,000,000.00	100.500	2,010,000.00	2,003,834.40	100.290	2,005,800.00	152		0.285	0.285
31398AYM8	06/27/11	AGCY BULET	FNMA	1.750	08/10/12			3,000,000.00	101.646	3,049,382.97	3,026,854.05	100.940	3,028,200.00	223		0.276	0.276
3024A0HE8	11/18/11	CP - DISC	FCAR Owner Trust		08/14/12			1,000,000.00	99.550	995,500.00	996,233.33	99.615	996,154.00	227		0.603	0.603
3133XYWB7	05/19/11	AGCY BULET	FHLB	0.875	08/22/12			1,000,000.00	100.680	1,006,800.00	1,003,471.11	100.410	1,004,100.00	235		0.333	0.333
CD-6693	09/08/11	CD	Comerica Bk CD	0.570	12/10/12			2,002,843.53	100.000	2,002,843.53	2,002,843.53	100.000	2,002,843.53	345		0.571	0.571
CD-2270	10/07/11	CD	ViewPoint Bk CD	0.599	04/08/13			2,503,488.95	100.000	2,503,488.95	2,503,488.95	100.000	2,503,488.95	464		0.599	0.599
3135G0DK6	11/01/11	AGCY CALL	FNMA	0.600	09/27/13	03/27/12	QRTLY	2,000,000.00	100.000	2,000,000.00	2,000,000.00	99.990	1,999,800.00	636	87	0.600	0.600
3135G0CZ4	09/12/11	AGCY CALL	FNMA	0.850	09/12/14	03/12/12	QRTLY	2,000,000.00	99.990	1,999,800.00	1,999,819.98	99.860	1,997,200.00	986	72	0.853	0.853
Total for Pooled Funds								36,086,158.99	100.271	36,183,326.42	36,126,558.33	100.125	36,131,169.99	198		0.333	0.333
Total for Town of Addison								36,086,158.99	100.271	36,183,326.42	36,126,558.33	100.125	36,131,169.99	198		0.333	0.333



Town of Addison
Investment Transactions
 From 10/01/2011 to 12/31/2011

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

Transaction Type	Quantity	Total Amount	Realized G/L	YTM	YTW
Total Calls	3,000,000.00	3,000,000.00		0.986	
Total Maturities	9,326,233.74	9,329,069.90		0.633	
Total Purchases	5,500,000.00	5,496,633.33		0.600	0.600
Total Income Payments	0.00	100,598.32			
Total Capitalized Interest	9,126.88	9,126.88			

Council Agenda Item: #ES1

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:

TBD

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

Provide For A Diversified Business Climate

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #ES2

AGENDA CAPTION:

Closed (Executive) session of the Addison City Council pursuant to Section 551.074, Texas Government Code, to deliberate the evaluation of the City Manager.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R11

AGENDA CAPTION:

Consideration of any action 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 any action regarding the offer of a financial or other incentive to such business prospect or business prospects.

FINANCIAL IMPACT:

TBD

BACKGROUND:

N/A

RECOMMENDATION:

N/A

COUNCIL GOALS:

Provide For A Diversified Business Climate

ATTACHMENTS:

Description:

Type:

No Attachments Available

Council Agenda Item: #R12

AGENDA CAPTION:

Discussion and consideration of a Resolution approving compensation for the City Manager.

FINANCIAL IMPACT:

n/a

BACKGROUND:

n/a

RECOMMENDATION:

COUNCIL GOALS:

N/A

ATTACHMENTS:

Description:

[Draft Resolution](#)

Type:

Backup Material

TOWN OF ADDISON, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS FIXING THE COMPENSATION FOR THE CITY MANAGER FOR THE PERIOD OF TIME SET FORTH HEREIN; PROVIDING AN EFFECTIVE DATE AND AN EXPIRATION DATE.

WHEREAS, Section 3.02 of the City Charter of the Town of Addison, Texas (the “City”) provides in part that the “City Manager shall receive compensation as fixed by the Council”; and

WHEREAS, the City Council desires to fix the compensation of Ron Whitehead, City Manager, as set forth herein.

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

Section 1. The compensation for City Manager Ron Whitehead for the period of time beginning _____, 201__ and ending _____, 201__, shall be fixed as set forth in Exhibit A attached hereto and incorporated herein for all purposes.

Section 2. This Resolution shall take effect upon its passage and approval.

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

Todd Meier, Mayor

ATTEST:

By: _____
Lea Dunn, City Secretary

APPROVED AS TO FORM:

By: _____
John Hill, City Attorney

EXHIBIT A
TO RESOLUTION NO. _____

Compensation for the City Manager for the period of time beginning _____,
201__ and ending _____, 201__ is fixed as follows: