



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

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## AGENDA

### REGULAR MEETING OF THE CITY COUNCIL

AND / OR

### WORK SESSION OF THE CITY COUNCIL

6:30 PM

November 25, 2014

### ADDISON TOWN HALL

5300 BELT LINE RD., DALLAS, TX 75254

6:30PM WORK SESSION

7:30PM REGULAR MEETING

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### WORK SESSION

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- WS1 Discussion regarding permitted hours for solicitation on private property.

#### **Attachments**

Council Memo

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- WS2 Presentation and discussion concerning a proposed multi-family development located generally at the southeast corner of the intersection of Edwin Lewis and Quorum Roads, associated sanitary sewer upgrades, and developer participation in the upgrades.

## **Attachments**

Sanitary Sewer Upgrades

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### **REGULAR MEETING**

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#### **Pledge of Allegiance**

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R1 Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

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Consent Agenda.

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R2a Approval of the Minutes for the November 11, 2014 City Council Meeting and Work Session.

#### **RECOMMENDATION:**

Administration recommends approval.

#### **Attachments**

11-11-2014 Minutes

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R2b Approval of the Minutes for the November 17, 2014 City Council Meeting and Work Session.

#### **RECOMMENDATION:**

Administration recommends approval.

#### **Attachments**

11-17-2014 Minutes

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Regular Items

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R3 Presentation by Phyllis Silver and discussion regarding Dallas Area Rapid Transit and bus services.

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- R4 Presentation, discussion, consider and take action regarding an ordinance to re-appoint Larry Dwight as presiding municipal judge and an ordinance to re-appoint U.H. (Woody) Specht as alternate municipal judge to the Addison Municipal Court of Record, and of agreements for services with each of the said judges.

**RECOMMENDATION:**

Administration recommends approval.

**Attachments**

Resumes

Ordinance- Judge Dwight

Contract- Judge Dwight

Ordinance- Judge Specht

Contract- Judge Specht

- 
- R5 Discussion regarding Addison's law enforcement philosophy and update on municipal court fines, costs, and fees.

**Attachments**

Municipal Court Fine and Court Cost Summary

Court Fine Summary Example

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- R6 Discussion, consider and take action approving and authorizing the City Manager to execute a contract with Belmont Icehouse, LLC, for marketing and advertising services for Addison Special Events for an amount not to exceed \$276,750, subject to the final review and approval of the City Manager and City Attorney.

**RECOMMENDATION:**

Administration recommends approval.

**Attachments**

Belmont Icehouse Contract

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- R7 Presentation and discussion of the 2014 Addison Oktoberfest event.
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R8 Presentation and discussion of the Finance Department Quarterly Financial Review of the Town for the quarter and year-to-date ended September 30, 2014.

**Attachments**

4th Quarter Report

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R9 Presentation and discussion regarding the Quarterly Update for the Capital Improvement Program and other Town projects.

**Attachments**

Capital Projects Update Presentation

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R10 Presentation, discussion, consider and take action (including possible termination) regarding the Agreement for the Operation and Management of Addison Airport between the Town and URS Energy & Construction, Inc. (URS), operator of the Addison Airport pursuant to that Agreement, and the acquisition of URS by AECOM Technology Corporation.

**RECOMMENDATION:**

Administration recommends approval.

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R11 Presentation, discussion, consider and take action authorizing the City Manager to execute a contract with Garver, LLC for engineering services related to a city-wide streets and sidewalk assessment and capital improvement program for an amount not to exceed \$150,000.

**RECOMMENDATION:**

Administration recommends approval.

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R12 Presentation, discussion, consider and take action authorizing the City Manager to execute an Engineering Design and Professional Services agreement between the Town of Addison and LNV, Inc., for the final year of the Sanitary Sewer System Evaluation and Study in an amount not to exceed \$445,297.50.

**RECOMMENDATION:**

Administration recommends approval.

## **Attachments**

Basin Map

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- R13 Presentation, discussion, consider, and take action authorizing the City Manager to execute a construction contract with TMI Coatings, Inc., for the Addison Circle Elevated Storage Tank Rehabilitation project in an amount not to exceed \$1,274,007.77.

### **RECOMMENDATION:**

Administration recommends approval.

## **Attachments**

Elevated Storage Tank

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Executive Session

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- ES1 Closed (Executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. 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, to wit, property damage claim of a tract of land located generally east of the intersection of Marsh Lane and Vitruvian Way, south of the Town's corporate limits, north of Wooded Creek Drive in Farmers Branch, and west of Brookhaven College.

- ES2 Closed (executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney(s) on a matter in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Tex. Gov. Code, pertaining to the ponds or lakes at Vitruvian Park, located within the vicinity and east of the intersection of Vitruvian Way and Ponte Ave., and Farmers Branch Creek.

- ES3 Closed (executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney(s) on a matter in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with

Chapter 551, Tex. Gov. Code, pertaining to the Agreement for the Operation and Management of Addison Airport between the Town and URS Energy & Construction, Inc.

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ES4 Closed (Executive) session of the Addison City Council pursuant to Section 551.074, Texas Government Code, to deliberate the evaluation of the City Manager.

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Adjourn Meeting

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Posted:  
Matthew McCombs, November 21, 2014, 5:00pm

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

**Combined Meeting**

**WS1**

**Meeting Date:** 11/25/2014

**Council Goals:**

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**AGENDA CAPTION:**

Discussion regarding permitted hours for solicitation on private property.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

Please see attached memo.

**RECOMMENDATION:**

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**Attachments**

Council Memo

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**Caption:**

Discussion regarding permitted hours for solicitation on private property.

**Financial Impact:**

None.

**Background:**

Section 22-83 of the Code of Ordinances sets the hours when an uninvited person can and cannot go on residential premises to conduct a home solicitation or distribute a handbill:

- Can: between 9:00 a.m. and 9:00 p.m., Monday through Saturday
- Cannot: Sunday, New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day or Christmas Day

Section 22-83 is below:

No person shall go upon any residential premises (i) and ring the doorbell or rap or knock upon the door or create any sound in a manner calculated to attract attention of the occupant of any residence for the purpose of engaging in or attempting to engage in a home solicitation transaction, or (ii) for the purpose of depositing or placing a handbill (as defined in section 22-101 of this chapter), prior to 9:00 a.m. or after 9:00 p.m. of any day Monday through Saturday, or any time of a Sunday, New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day or Christmas Day. This section shall not apply to a visit to the premises as a result of a request made by the occupant.

Neighboring cities have similar solicitation ordinances, and solicitation hours for a few are below:

Farmers Branch	Between 9:00 a.m. and 9:00 p.m. of any day, Monday through Saturday, or at any time on Sunday, New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day or Christmas Day (Same as Addison)
Carrollton	Between 9:00 a.m. and 5:00 p.m. during standard time, and between 9:00 a.m. and 6:00 p.m. during daylight savings time, and the times apply to Monday through Saturday; and solicitation is prohibited on Sunday, New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, or Christmas Day
Richardson	Between 9:00 a.m. and 30 minutes after sunset, Monday through Saturday; prohibited on Sunday, New Year's Day, July Fourth, Labor Day, Thanksgiving Day, Christmas Day, Memorial Day, or Veterans Day.
Plano	Between one-half (1/2) hour after sunrise and one-half (1/2) hour before sunset

**Recommendation:**

This item is for discussion only.

## Combined Meeting

WS2

**Meeting Date:** 11/25/2014

**Council Goals:** Infrastructure improvement and maintenance

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### **AGENDA CAPTION:**

Presentation and discussion concerning a proposed multi-family development located generally at the southeast corner of the intersection of Edwin Lewis and Quorum Roads, associated sanitary sewer upgrades, and developer participation in the upgrades.

### **FINANCIAL IMPACT:**

N/A

### **BACKGROUND:**

Certain sanitary sewer lines in the vicinity of Edwin Lewis, Arapaho, and the Dallas North Tollway are at or very close to capacity. Any new development will require that the lines be upgraded to handle the additional flows. A proposed multi-family development in the general area of the southeast corner of Edwin Lewis and Quorum Drives will add sanitary sewer flows in an amount that will necessitate that the line be upgraded to handle the additional flows. Also, any future development in this area will necessitate that the lines be upgraded. The Town's on-going Wastewater Assessment and Evaluation Study has indicated that capacity upgrades will be needed in this area to accommodate future development.

The proposed multi-family developer has engaged Kimley-Horn Engineers to perform the flow capacity study and to make recommendations as to which lines need to be upgraded and to what capacity. Cobb-Fendley, the Town's outside plans review engineer, has reviewed the plans, provided input, and concurs with the upgrades. Staff has met with the developer and they have offered to pay for 50% of the cost of the upgrades, which are estimated to be in the \$800,000 range. The Town's share is available in the Utility Fund and was proposed in the FY15 budget.

Staff will provide a full briefing at the Work Session and an action item will be placed on the December 9th agenda for council's consideration.

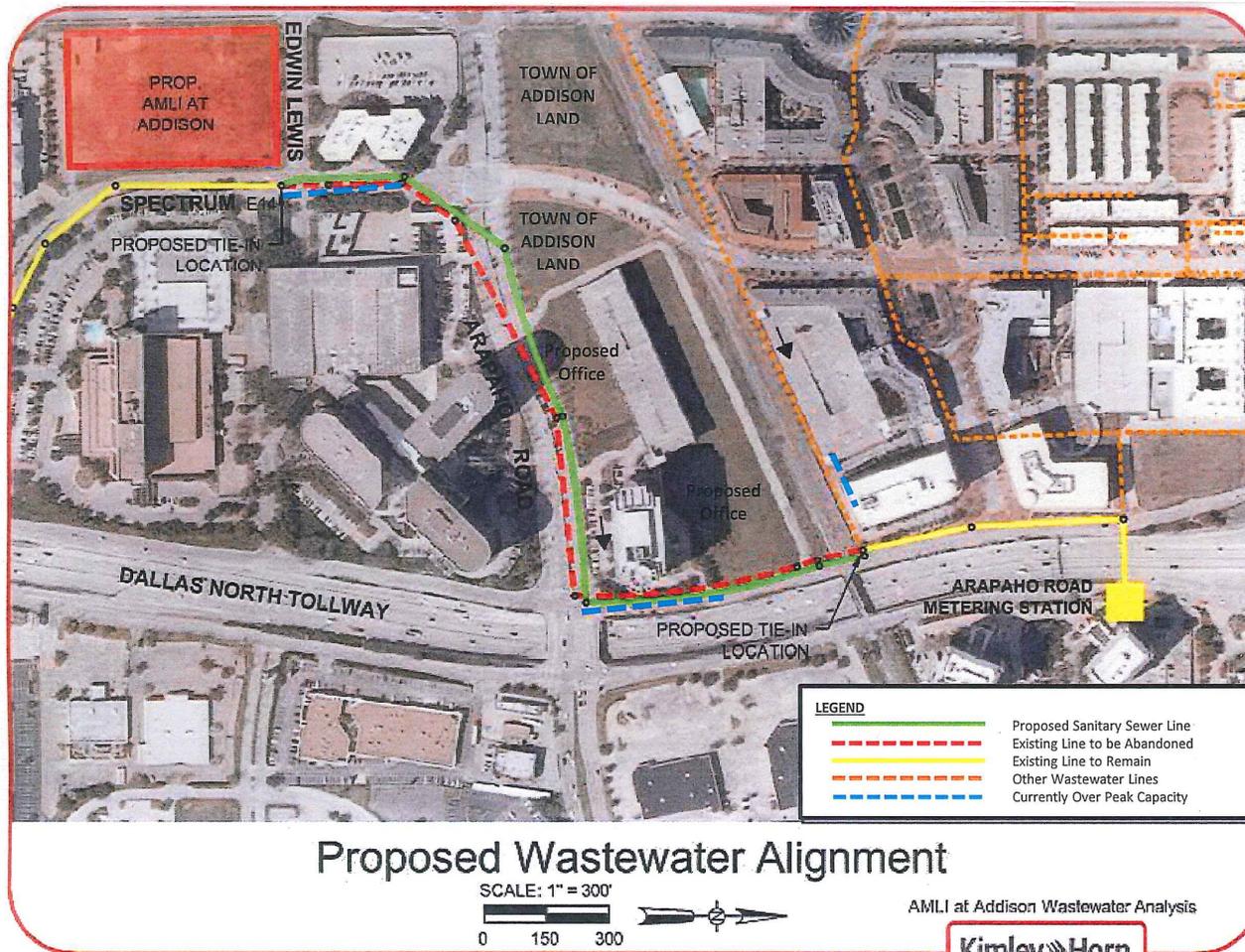
### **RECOMMENDATION:**

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## **Attachments**

Sanitary Sewer Upgrades





Based on Kimley-Horn's field test and report dated May 7, 2012, sections of the existing sanitary sewer system are currently over peak capacity, and the existing system does not have sufficient capacity to support AMLI's proposed multifamily community or other future office and commercial developments on the undeveloped land.

**Combined Meeting**

**R2a**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Approval of the Minutes for the November 11, 2014 City Council Meeting and Work Session.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

11-11-2014 Minutes

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# DRAFT

## OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL REGULAR MEETING

November 11, 2014

7:30 PM

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

7:30 PM Regular Agenda

Posted by: Matthew McCombs, November 7, 2014, 5:00pm

Present: Arfsten; Carpenter; Clemens; DeFrancisco; Heape; Meier; Moore

### REGULAR MEETING

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#### Pledge of Allegiance

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Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

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Consent Agenda.

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R2a Approval of the Minutes for the October 28, 2014 City Council Meeting and Work Session.

RECOMMENDATION:

Administration recommends approval.

Motion made by Clemens to approve, as submitted,

Seconded by Moore

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier, Moore

Passed

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- R2b Approval of and authorizing the City Manager to execute an agreement with Time Warner Cable for the relocation of their cable lines in connection with the Belt Line Utility Undergrounding project for an amount not to exceed \$200,624, subject to final review and approval of the City Manager and the City Attorney.

**RECOMMENDATION:**

Administration recommends approval.

Mayor Meier pulled Item R2b from the consent agenda for clarification.

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

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

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape,  
Meier, Moore

Passed

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Regular Items

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- R3 Presentation and proclamation recognizing American Diabetes Month.

On behalf of the American Diabetes Association, Cyd Friedman, accepted the proclamation.

There was no action taken on this item.

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- R4 Discussion and update regarding the City Attorney position, appointment, and appointment process, and take action regarding a Request for Qualifications for the City Attorney position.

Ron Holifield of Strategic Government Resources presented and spoke regarding this item.

John Hill, City Attorney, also spoke regarding this item.

Motion made by Moore to approve, with the adjustments made by the City Council,  
Seconded by Carpenter

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape,  
Meier, Moore

Passed

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- R5 Discussion and take action regarding approval of an agreement with Kanter Financial Forensics, LLC for the review of the Town's financial and accounting practices, including analysis of the status of Kanter's prior recommendations, analysis of a reconciliation of the Town's physical inventory and records, and analysis of Special Events and Municipal Court financial practices.

Larry Kanter of Kanter Financial Forensics presented and spoke regarding this item.

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

**Voting** AYE: Carpenter, Clemens, Heape, Meier, Moore

NAY: Arfsten, DeFrancisco

Passed

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- R6 **PUBLIC HEARING.** Public hearing and discussion regarding boot camp fee policy for use of Addison public spaces.

A public hearing was opened and an opportunity to speak offered to the public. There were no individuals who spoke at the public hearing. The public hearing was closed.

There was no action taken on this item.

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- R7 Presentation, discussion and take action regarding approval of a boot camp permit fee pilot program for use with contractors providing outdoor fee based boot camp style programs, fitness and recreation classes in Addison parks, subject to the final review and approval of the City Manager and City Attorney.

**RECOMMENDATION:**

Administration recommends approval.

Slade Strickland, Director of Parks and Recreation, spoke regarding this item.

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

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier, Moore

Passed

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- R8 Discussion, consider and take action approving and authorizing the City Manager to execute the Project Change Request 001 to the current agreement between iXP Corporation and the Town of Addison dated April 2, 2014 (the Project Change Request 001 being reflected in an Amendment to IXP Consulting Services Agreement) to expand the work and services of iXP pertaining to the establishment, initial start-up and operation of a local government corporation and of the single consolidated joint public safety communications center for the Town and the Cities of Carrollton, Coppell, and Farmers Branch.

**RECOMMENDATION:**

Administration recommends approval.

John Hill, City Attorney, and Ron Davis, Chief of Police, spoke regarding this item.

Motion made by Clemens to approve, subject to City Manager and City Attorney approval,

Seconded by DeFrancisco

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier, Moore

Passed

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- R9 Discussion, consider and take action approving and authorizing the City Manager to execute an interlocal agreement between the Town of Addison and the City of Carrollton, the City of Coppell, the City of Farmers Branch, and the North Texas Emergency Communications Center, Inc. (NTECC) regarding the assignment to NTECC by the Town of the Town's interest in an agreement (IXP Consulting Services Agreement) between the Town and iXP Corporation pertaining to the establishment, initial start-up and operation of a local government corporation and of the single consolidated joint public safety communications center for the Town and the Cities of Carrollton, Coppell, and Farmers Branch (and including payment provisions), and approving and authorizing the City Manager to execute an Assignment and Assumption of the IXP Consulting Services Agreement between the Town and NTECC.

**RECOMMENDATION:**

Administration recommends approval.

John Hill, City Attorney, spoke regarding this item.

Motion made by Clemens to approve, subject to City Manager and City Attorney approval,

Seconded by DeFrancisco

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier, Moore

Passed

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- R10 Discussion, consider and take action approving and authorizing the City Manager to execute an Amendment to IXP Interlocal Agreement between the Town of Addison, City of Carrollton, City of Coppell, and City of Farmers Branch pertaining to the approval of an amendment to an agreement between the Town and iXP Corporation regarding additional work and services to be provided by iXP Corporation in connection with the establishment, initial start-up and operation of a local government corporation and of the single consolidated joint public safety communications center for the Town and the Cities of Carrollton, Coppell, and Farmers Branch.

RECOMMENDATION:

Administration recommends approval.

Item R10 was pulled from the agenda.

There was no action taken on this item.

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- R11 Discussion, consider, and take action regarding a Resolution concerning and authorizing the use of eminent domain to condemn the necessary interests in certain real property within the Town for the public use of making improvements to Belt Line Road between Marsh Lane and Midway Road.

RECOMMENDATION:

Administration recommends approval.

John Hill, City Attorney, and Lisa Pyles, Director of Infrastructure and Development Services, spoke regarding this item.

Motion made by Clemens moved the approval of Resolution No. \_\_\_\_ and that the Town of Addison authorize the use of eminent domain to acquire the property interests described in Exhibit A to Resolution \_\_\_\_ for the public use of widening Belt Line Road, placing overhead utility lines underground, enhancing the streetscape, and making the public sidewalks more pedestrian friendly. This motion is intended to apply to all property interest required for this project.

Seconded by Moore

**Voting** AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier, Moore

Passed

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- R12 Discussion regarding the Agreement for the Operation and Management of Addison Airport between the Town and URS Energy & Construction, Inc. (URS), operator of the Addison Airport pursuant that Agreement, and the acquisition of URS by AECOM Technology Corporation.

Lisa Pyles, Director of Infrastructure and Development Services, and John Hill, City Attorney, presented and spoke regarding this item.

There was no action taken on this item.

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Adjourn Meeting

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Mayor-Todd Meier

Attest:

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City Secretary-Matthew McCombs

**Combined Meeting**

**R2b**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Approval of the Minutes for the November 17, 2014 City Council Meeting and Work Session.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

11-17-2014 Minutes

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# **DRAFT**

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

November 17, 2014

6:00 PM

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

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

Present: Arfsten; Carpenter; Clemens; DeFrancisco; Heape; Meier; Moore

## **OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL SPECIAL MEETING**

November 17, 2014

6:00 PM

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

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

Posted by: Matthew McCombs, November 12, 2014, 5:00pm

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### **WORK SESSION**

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WS1 Discussion regarding the municipal court judges and reappointment for the presiding Judge and Associate Judge.

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WS2 Discussion regarding the parking at the Addison Walk shopping center located at 5000 Belt Line Road.

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WS3 Discussion regarding the evaluation of the City Manager.

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- WS4 Presentation and discussion regarding health insurance options for Town of Addison employees for calendar year 2015.

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## SPECIAL MEETING

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- S1 Discussion, consider and take action authorizing the City Manager to enter into agreement with Aetna Life Insurance Company to provide health insurance coverage to Town of Addison employees for calendar year 2015.

RECOMMENDATION:

Administration recommends approval.

Passion Hayes, Director of Human Resources, David Gibson with Holmes and Murphy, Cheryl Delaney, Deputy City Manager, and Lea Dunn, City Manager spoke regarding this item.

Motion made by Moore to approve, subject to City Manager and City Attorney approval,

Seconded by DeFrancisco

AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier,  
Moore

Passed

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- S2 Discussion and take action regarding an Ordinance approving and authorizing the City Manager to execute a Developer Participation Agreement between the Town and Sky B&B, LLC, a Texas limited liability company, in connection with the relocation and construction of certain public improvements at Addison Airport (including water, storm water, and sanitary sewer infrastructure improvements) in an area located generally west of the intersection of Addison Road and Airport Parkway, and authorizing the expenditure by the Town for the relocation and construction of such improvements of an amount not to exceed 30% of the total construction contract price, subject to final review and approval of the City Manager and the City Attorney.

RECOMMENDATION:

Administration recommends approval.

John Hill, City Attorney, spoke regarding this item.

Motion made by Clemens to table item S2 and S3 until staff brings the items forward, if at all,

Seconded by Carpenter

AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier,  
Moore

Passed

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- S3 Discussion and take action regarding a First Amendment to Ground Lease between the Town and Sky B&B, LLC, a Texas limited liability company, regarding property at Addison Airport located generally west of the intersection of Addison Road and Airport Parkway, subject to final review and approval of the City Manager and City Attorney.

RECOMMENDATION:

Administration recommends approval.

John Hill, City Attorney, spoke regarding this item.

Motion made by Clemens to table item S2 and S3 until staff brings the items forward, if at all,

Seconded by Carpenter

AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier,  
Moore

Passed

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- S4 Discussion and take action regarding a temporary construction easement between the Town, as grantor, and Sky B&B, LLC, a Texas limited liability company, as grantee, regarding access to and use of certain land at Addison Airport located generally west of the intersection of Addison Road and Airport Parkway for the construction and installation by grantee of building improvements within the Airport and the temporary storage of grantee's construction materials and equipment used in connection therewith, subject to final review and approval of the City Manager and the City Attorney.

RECOMMENDATION:

Administration recommends approval.

John Hill, City Attorney, and Bill Dyer, Airport Real Estate Manager, spoke regarding this item.

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

AYE: Arfsten, Carpenter, Clemens, DeFrancisco, Heape, Meier,  
Moore

Passed

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Adjourn Meeting

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\_\_\_\_\_  
Mayor-Todd Meier

Attest:

\_\_\_\_\_  
City Secretary-Matthew McCombs

**Combined Meeting**

**R3**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Presentation by Phyllis Silver and discussion regarding Dallas Area Rapid Transit and bus services.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

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## Combined Meeting

R4

**Meeting Date:** 11/25/2014

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

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### **AGENDA CAPTION:**

Presentation, discussion, consider and take action regarding an ordinance to re-appoint Larry Dwight as presiding municipal judge and an ordinance to re-appoint U.H. (Woody) Specht as alternate municipal judge to the Addison Municipal Court of Record, and of agreements for services with each of the said judges.

### **FINANCIAL IMPACT:**

Judge Dwight is paid a salary biweekly of \$4,519.36. Judge Specht is paid contractually on an hourly basis of \$100.00 per hour. All costs associated with the judges' compensation are included in the municipal court budget.

### **BACKGROUND:**

Judge Dwight has served as a municipal court judge for the past twenty-eight years, specifically serving as a presiding judge for the last 14 terms (28 years). Judge Specht has served ten full terms with the Addison Municipal Court.

Starting 10/1/2013, the Addison Court has worked under an arrangement whereby Judge Dwight works 40 hours per week to assist people who appear at the window and require some judicial discretion to dispose of their case. If their case is resolved, then these individuals do not have to return to a scheduled court day. This process has streamlined the Court's docket. Judge Dwight and Judge Specht have split the weekend duties equally between them to process defendants who have been arrested and held in the Addison jail on the weekends or if Judge Dwight is unavailable. This arrangement has worked very well and allows the Addison Court to facilitate the efficient processing of cases brought before the Court. Judges Dwight and Specht have the respect and confidence of the Addison Police Department, the Town's Prosecutors, Larry McCallum, Buck Johnson, and the local legal community.

### **RECOMMENDATION:**

Administration recommends approval.

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## **Attachments**

Resumes

Ordinance- Judge Dwight

Contract- Judge Dwight

Ordinance- Judge Specht

Contract- Judge Specht

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LAW OFFICES OF  
**LARRY B. DWIGHT**

1201 NORTHLAKE DRIVE  
RICHARDSON, TEXAS 75080-4814

TEL:(214) 725-6304  
FAX:(972) 235-3973  
Email [ldwight@ix.netcom.com](mailto:ldwight@ix.netcom.com)

November 14, 2014

Lea Dunn, City Manager  
Town of Addison  
5300 Belt Line Road  
Addison, TX 75001

Dear Ms Dunn,

Per our recent conversation I am attaching a copy of my resume. The Town's Code of Ordinances requires that Judges must be reappointed every two years. The ordinance provides other requirements.

- **Sec. 26-35. - Judges of court.**

(a)

The municipal court of record shall be presided over by a judge, who shall be known as the "municipal judge." The judge shall be appointed by ordinance for a term of two (2) years and shall be entitled to a salary set by the city council. The amount of the judge's salary may not be diminished during the judge's term of office. The salary may not be based directly or indirectly on fines, fees, or costs collected by the court.

Also, the Texas Gov't Code Sec 29.005 Term of Office provides:

"The judge of a municipal court serves for a term of office of two years ..."

Our current appointment ends December 31, 2014.

I originally took office on April 6<sup>th</sup>, 1986, 28 years ago. My duties are divided between acting as a Municipal Judge and a Magistrate for Dallas County. My duties as Municipal Judge include reviewing judgments and signing, review warrants and sign, preside over hearings for attorney, pretrial, Spanish, Juvenile and first appearance dockets. I also preside over trials before the court and jury trials. This includes reviewing the law and procedures and setting procedures for the clerks to follow. We have window court where I will meet with the accused and explain their options in an attempt to work matters out without the necessity of setting them for another day in court.

As Magistrate I review and sign arrest warrants and search warrants presented to me for Class B and above offenses. In addition, I given warnings necessary to out of county prisoners held on Class C warrants.

During that time some of my accomplishments have been:

- The assisted in implementing the software program used until 1999.
- I assisted and helped implement our current software program in 1999 including reviewing all charge codes, the fine and cost associated with them, reviewing all complaints to conform to existing complaints. Over the years I have implemented the legislative changes to the software. I assisted in changes in reports for the Office of Court Administration reports and reports to the Dept. of Public Safety.
- I participated in writing two RFP's for new software including the current one being considered. I have worked with Paula and IT to assure the proper software is implemented.
- I worked with Paula and IT to install a on line payment portal for paying citations on line or through a telephone portal. Later we modified the web payment to accept partial payments on line for those who are on a payment plan with the court and to allow a person to sign up for Defensive Driving School. As far as we know this was a first in the State of Texas to permit both of the actions. This included drafting the flow charts and instructions on the web as well as guiding our software vendors through the changes necessary to permit the changers to be made.
- Assisted IT and PD in implementing the APS electronic citation writer and later the Brazos electronic citation writer.
- I worked closely with CID to propose and implement a method to remotely sign search and arrest warrants. This included evaluating software to capture signatures and videos of the officer signing the documents. This has reduced the amount of time and travel for officers needing these legal writs.
- After we reduced to only one associate judge I assumed the weekend duty of the other judge without any change in compensation.

If you need anything further, please let me know.

Yours truly,

Larry B. Dwight

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**LARRY B. DWIGHT**  
1201 NORTHLAKE DRIVE  
RICHARDSON, TEXAS 75080-4814

*Work History*

April 6, 1986 to present      Municipal Court Judge for the Town of Addison  
Duties included presiding over trials and hearings as well as magistrating  
prisoners in jail.

1987 to present                      Maintain a small private practice with existing clients.

1981 to 1987                      Staff Attorney at R. Jack Ayres Jr. acting as manager  
of the office. The firm was engage primarily in complex civil litigation.

1973 to 1981                      Partner in Moore, Crutsinger and Dwight which firm  
practiced intellectual property law. Prepared applications for patents, trademarks  
and copyrights

*Professional Licenses held:*

1974                      Licensed to practice before the US Patent and Trademark Office

Dec. 4, 1973 Licensed to practice in the State of Texas.

I am licensed to practice before the United States Supreme Court, Northern  
District of Texas and the Fifth Circuit Court of Appeals.

*Education:*

8/19/1973                      Graduated Baylor University School of Law JD

9/1/1968 to 5/20/71 Attended University of Texas at Austin studying Electrical  
and Architectural Engineering.

U.H. (WOODY) SPECHT  
ATTORNEY & COUNSELOR AT LAW

EDUCATIONAL BACKGROUND

University of Texas School of Law, Austin, Texas, J.D. Degree, 1965  
Texas Tech University, Lubbock, Texas, B.S. Degree, 1962  
Federal Bureau of Investigation Training Academy and National Law Institute,  
Quantico, Va., 1965 and 1985, respectively.

PROFESSIONAL EXPERIENCE

*Associate* Municipal Judge, Town of Addison, Texas, 1994 – Present.  
Legal Counsel, City of Carrollton, Texas, 2002 – 2012  
Private practice of law, 1990 – 2002, 2012 – Present  
Special Agent, Federal Bureau of Investigation, 1965-1990, with administrative and  
Supervisory responsibilities in the following areas:  
1. Chief Division Counsel, FBI, Dallas, Texas, and Newark, N.J., 1971-1990.  
2. FBI spokesperson and media liaison for the Dallas Region, 1978-1990.  
3. Training Coordinator for all FBI sponsored training programs.  
4. FBI National Academy training coordinator.  
5. FBI Principal Hostage Negotiator. 1975-1990.

PROFESSIONAL ASSOCIATIONS

State Bar of Texas; Admitted to practice before The Supreme Court of the United States  
of America and the United State District Courts for the Eastern and Northern  
District of Texas.

**TOWN OF ADDISON, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS RE-APPOINTING LARRY DWIGHT AS PRESIDING MUNICIPAL JUDGE OF ADDISON MUNICIPAL COURT OF RECORD NO. 1; APPROVING A COMPENSATION AGREEMENT WITH LARRY DWIGHT TO PERFORM SERVICES AS A MUNICIPAL JUDGE, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAID AGREEMENT; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the Town of Addison has determined that a Municipal Judge is necessary to perform the judicial functions of the Municipal Court of Record No. 1; and

**WHEREAS**, the City Council of the Town of Addison has determined that Larry Dwight should be re-appointed as presiding Municipal Judge of Addison Municipal Court of Record No. 1; and

**WHEREAS**, the City Council of the Town of Addison has determined that a compensation agreement should be entered into with Larry Dwight to perform services as Municipal Judge of Addison Municipal Court of Record No. 1.

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

Section 1. Incorporation of Premises. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. Appointment. The City Council of Addison hereby re-appoints Larry Dwight as presiding Municipal Judge of Addison Municipal Court of Record No. 1 to serve for a two-year term, which term shall begin on January 1, 2015, and shall end on December 31, 2016.

Section 3. Authorization to Execute. The Compensation Agreement by and between the City and Larry Dwight regarding Larry Dwight's service as the presiding Municipal Judge of the Addison Municipal Court of Record No. 1, a true and correct copy of which is attached hereto, is hereby approved. The City Manager or the City Manager's designee is authorized to execute the said Compensation Agreement on behalf of the City.

Section 4. Effective Date. This Ordinance shall take effect from and after its adoption.

**PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Todd Meier, Mayor

ATTEST:

By: \_\_\_\_\_  
Matt McCombs, City Secretary

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John Hill, City Attorney



The Parties further agree that Dwight may only serve beyond the term of this Agreement as provided by the laws and Constitution of this State.

VII.

This Agreement is executed on behalf of the City by the City Manager or her designee who is authorized to execute this instrument by order heretofore passed and duly recorded in its minutes.

VIII.

This instrument shall be the entire agreement and understanding between the parties and supersedes any and all prior agreements, arrangements, or understandings between the parties relating to the subject matter. No oral understandings, statements, promises, or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed orally.

WITNESS the signatures of all parties hereto in single or multiple originals on this the \_\_\_\_ day of \_\_\_\_\_, 2014, in Addison, Dallas County, Texas.

TOWN OF ADDISON, TEXAS

\_\_\_\_\_  
Larry Dwight

By: \_\_\_\_\_  
Lea Dunn, City Manager

**TOWN OF ADDISON, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, RE-APPOINTING U. H. (WOODY) SPECHT AS ALTERNATE MUNICIPAL JUDGE OF ADDISON MUNICIPAL COURT OF RECORD NO. 1; APPROVING A COMPENSATION AGREEMENT WITH U. H. (WOODY) SPECHT TO PERFORM SERVICES AS AN ALTERNATE MUNICIPAL JUDGE, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAID AGREEMENT; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the Town of Addison has determined that an alternate Municipal Judge of Addison Municipal Court of Record No. 1 is necessary to perform certain judicial functions in the Town of Addison; and

**WHEREAS**, the City Council of the Town of Addison has determined that U. H. (Woody) Specht should be re-appointed as presiding Municipal Judge of Addison Municipal Court of Record No. 1; and

**WHEREAS**, the City Council of the Town of Addison has determined that a compensation agreement should be entered into with U. H. (Woody) Specht to perform services as an alternate Municipal Judge of Addison Municipal Court of Record No. 1.

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

Section 1. Incorporation of Premises. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. Appointment. The City Council of Addison hereby re-appoints U. H. (Woody) Specht as alternate Municipal Judge of Addison Municipal Court of Record No. 1 to serve for a two-year term, which term shall begin on January 1, 2015 and shall end on December 31, 2016. U. H. (Woody) Specht may not serve beyond the said term except upon the express authorization of the City Council, and this provision shall control over any law, rule, or regulation in conflict herewith.

Section 3. Authorization to Execute. The Compensation Agreement by and between the City and U. H. (Woody) Specht regarding U. H. (Woody) Specht's service as an alternate Municipal Judge of the Addison Municipal Court of Record No. 1, a true and correct copy of which is attached hereto, is hereby approved. The City Manager or the City Manager's designee is authorized to execute the said Compensation Agreement on behalf of the City.

Section 4. Effective Date. This Ordinance shall take effect from and after its adoption.

**PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this \_\_\_ day of \_\_\_\_\_, 2014.

Todd Meier, Mayor

ATTEST:

By: \_\_\_\_\_  
Matt McCombs, City Secretary

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John Hill, City Attorney



VI.

The terms, obligations, and requirements of this Agreement shall be construed in accordance with the laws of the State of Texas, without regard to conflict of laws provisions of any jurisdiction. The obligations and requirements of the Parties hereto are performable in Dallas County, and exclusive venue for any dispute relating to this Agreement shall be in Dallas County.

VII.

The Parties further agree that Specht may only serve beyond the term of this Agreement as provided by the laws and Constitution of this State.

VIII.

This Agreement is executed on behalf of the City by the City Manager or her designee who is authorized to execute this instrument by order heretofore passed and duly recorded in its minutes.

IX.

This instrument shall be the entire agreement and understanding between the Parties and supersedes any and all prior agreements, arrangements, or understandings between the parties relating to the subject matter. No oral understandings, statements, promises, or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed orally.

WITNESS the signatures of all parties hereto in single or multiple originals on this the \_\_\_\_ day of \_\_\_\_\_, 2014, in Addison, Dallas County, Texas.

TOWN OF ADDISON, TEXAS

\_\_\_\_\_  
U.H. (Woody) Specht

By: \_\_\_\_\_  
Lea Dunn, City Manager

## **Combined Meeting**

**R5**

**Meeting Date:** 11/25/2014

**Council Goals:** Enhance Public Safety

---

### **AGENDA CAPTION:**

Discussion regarding Addison's law enforcement philosophy and update on municipal court fines, costs, and fees.

### **FINANCIAL IMPACT:**

N/A

### **BACKGROUND:**

Staff will brief Council on Addison's law enforcement philosophy and municipal court fines, costs, and fees.

Please see the attached report and example. Staff reviews the court fines and compares them with surrounding cities on a periodic basis. The total amount owed equals the court cost plus the fine amount set by the court. The court cost is mandated by state law and is to be assessed upon conviction as defined in the Local Government Code. The last Legislature commissioned a committee to study all court cost. This report will be studied during the upcoming legislative session.

Attached is an example of each court cost assessed for a typical moving violation.

### **RECOMMENDATION:**

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#### **Attachments**

Municipal Court Fine and Court Cost Summary

Court Fine Summary Example

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# Municipal Court Fine and Court Cost Summary

<b>Type of Violation</b>	<b>Total Court Costs set by State</b>	<b>Range of fine amount set by State</b>
Moving Traffic	\$99.10	\$1.00 - \$200.00
School Zone	\$124.10	\$1.00 - \$200.00
Passing a School Bus	\$124.10	\$500.00 - \$1250.00
Penal Code	\$66.00	\$1.00 - \$500.00
Non-Moving Traffic	\$66.00	\$1.00 - \$200.00
No Insurance	\$66.00	\$175.00 - \$1000.00
City Ordinance	\$66.00	\$1.00 - \$500.00
City Ordinance involving health, safety and fire	\$66.00	\$1.00 - \$2000.00
Parking	\$12.00	\$1.00 - \$500.00 except for handicap \$500.00 - \$1000.00

## Municipal Court Fine Summary For Run Stop Sign 2014

	Fine Amount	Court Costs	Total Fine & Court Costs	Amt. Received By Addison	Amt. Sent to State
<b>RUN STOP SIGN</b>	\$132.90	\$99.10	\$232.00	\$154.61	\$77.39

<b>MOVING VIOLATIONS COURT COST</b>	Court Costs	Addison's Part	State's Part
Consolidated Court Cost (CCC)	40.00	4.00	36.00
State Traffic Fine	30.00	1.50	28.50
Municipal Court Building Security Fee (MCBS)	3.00	3.00	0.00
Municipal Court Technology Fund (MCTF)	4.00	4.00	0.00
Traffic Fund (TFC)	3.00	3.00	0.00
Arrest Fee	5.00	5.00	0.00
Indigent Defense Fee	2.00	0.20	1.80
State Juror Reimbursement Fee	4.00	0.40	3.60
Judicial Support Fee	6.00	0.60	5.40
Truancy Prevention and Diversion Fund (TPDF)	2.00	0.00	2.00
Moving Violation Fee	0.10	0.01	0.09
	\$99.10	\$21.71	\$77.39

## Combined Meeting

R6

**Meeting Date:** 11/25/2014

**Council Goals:** Create raving fans of the Addison Experience.  
Fully integrate the Arts as part of our brand

---

### **AGENDA CAPTION:**

Discussion, consider and take action approving and authorizing the City Manager to execute a contract with Belmont Icehouse, LLC, for marketing and advertising services for Addison Special Events for an amount not to exceed \$276,750, subject to the final review and approval of the City Manager and City Attorney.

### **FINANCIAL IMPACT:**

An amount not to exceed \$276,750. Funds are allocated as follows:

\$25,000- Oktoberfest advertising

\$5,000- Kaboom Town advertising

\$26,000- Fork & Cork advertising

\$190,750- Oktoberfest, Kaboom Town, Fork & Cork, Summer Series collateral development

\$30,000- Oktoberfest, Kaboom Town, Fork & Cork, Summer Series account management

### **BACKGROUND:**

Staff submitted a Request for Qualifications through BidSync seeking qualifications for an advertising agency to provide marketing and advertising services to the Town of Addison. The selected firm will provide services related to the special events produced by the Town of Addison. Six proposals were received and four were selected to present their qualifications to the review committee comprised of:

Chris Terry, Assistant City Manager

Carrie Sloan-Rice, Director of Marketing and Communications

Barbara Kovacevich, Director of Special Events

Keila Fairbanks, Senior Special Events Coordinator

Rob Bourestom, Special Projects Manager

Mary Shiroma, President Shiroma Southwest

RFQ Submitted by:

Alchemy at AMS\*

Belmont Icehouse\*

Blomfield Knoble  
Brand Era  
Johnson & Sekin\*  
Launch Agency\*

\*Selected to present to the RFQ review committee

**RECOMMENDATION:**

Administration recommends approval.

---

**Attachments**

Belmont Icehouse Contract

---

## **ADVERTISING SERVICES AGREEMENT**

AGREEMENT between Belmont Icehouse, LLC (“Belmont”), and the Town of Addison (“Client”) effective as of November 25, 2014.

### **1. APPOINTMENT**

Client appoints Belmont as Client’s exclusive advertising agency and Belmont accepts such appointment.

### **2. AGENCY SERVICES**

Belmont will perform the services (hereinafter referred to as the "Services") set out on Schedule 1 attached to this Agreement. Any additional assignments or projects shall be subject to agreement of additional remuneration and will be covered by the terms of this Agreement.

This services agreement covers Belmont services detailed within Schedule 1 for the period of November 26, 2014 through September 30, 2015 and includes four (4) subsequent annual options to renew as follows:

- Year two: October 1, 2015 – September 30, 2016
- Year three: October 1, 2016 – September 30, 2017
- Year four: October 1, 2017 – September 30, 2018
- Year five: October 1, 2018 – September 30, 2019

### **3. COMPENSATION AND CHARGES**

In consideration of the performance of the Services by Belmont, Client will compensate Belmont in accordance with the guaranteed fee schedule set out on Schedule 2 attached to this Agreement in respect of the assignments identified therein.

### **4. PAYMENT TERMS**

All charges, costs, and fees will be billed monthly, payable thirty (30) days from receipt of invoice. Any invoice over thirty (30) days past due will be subject to a finance charge of 18% per annum.

### **5. APPROVALS**

Before executing any of Client’s advertising, and before making any expenditure in connection with Client’s account, Belmont will obtain Client’s approval thereof. If possible,

approvals will be in writing, but approvals can be oral with written confirmation (such as conference reports or emails) to follow. It is understood that with regard to production related expenditures, Belmont shall provide a written estimate of the anticipated costs for Client's prior approval. If actual costs on any such estimate exceed the approved amount by more than 10%, Belmont shall obtain Client's prior written approval of any such excess.

## **6. COMMITMENTS TO THIRD PARTIES**

For all services (including media) purchased by Belmont on Client's behalf, Client agrees that Belmont shall be held solely liable for payments only to the extent proceeds have cleared from Client to Belmont for such purchases; otherwise, Client agrees to be solely liable to such third parties.

## **7. OWNERSHIP**

All advertising materials prepared for and paid for by Client or purchased for Client's account hereunder will be Client's property exclusively. All ideas rejected or not used by Client will remain Belmont's property. In addition, from time to time, Belmont may present to Client ideas and concepts (the "Ideas") which may be outside the scope of the Services. It is intended that these additional Ideas are presented for consideration by Client. However, it is understood that until and unless the parties reach an agreement setting forth the terms under which they would mutually proceed to develop and exploit such Ideas, the Ideas shall remain the sole property of Belmont.

## **8. INDEMNITY**

(a) Client will indemnify, defend and hold Belmont harmless from and against any loss, cost, liability or damage (including reasonable attorneys' fees and costs) resulting from any claim, suit or proceeding (threatened or otherwise) made or brought against Belmont, or where Belmont is named in a case on Client's account (i) based upon any advertising or materials that Belmont create or produce for Client and which Client approves before its publication, broadcast or distribution; (ii) based upon information or materials (including claims) provided by Client; (iii) based upon the use of Client's products; (iv) based on risks which Belmont have brought to Client's attention where Client has elected to proceed or (v) based upon any claim that Client's intellectual property is an infringement of the intellectual property of a third party.

(b) Belmont agrees to indemnify, defend and hold Client harmless from and against any loss, cost, liability or damage (including reasonable attorneys' fees and costs) resulting from any claim, suit or proceeding (threatened or otherwise) made or brought against Client, for violation of the rights of privacy or publicity, copyright infringement, libel, slander, defamation or plagiarism, that arises from advertising materials created and produced by Belmont, which materials are used by Client without modification; provided, however, this indemnification obligation shall not apply to any materials or information supplied by Client to Belmont.

**9. NOTICE**

Any notice required to be made or given hereunder shall be in writing and shall be deemed to have been made or given when any such notice is hand delivered by messenger or by recognized overnight delivery service or by registered or certified mail, return receipt requested, to Belmont or Client, as the case may be, as follows:

Belmont

Client

Belmont Icehouse, LLC  
3116 Commerce Street  
Suite D  
Dallas, TX 75226

Town of Addison

Attn:

Attn: Tim Hudson

**10. TERMINATION**

(a) The term of this agreement shall commence as of November 25, 2014 and shall continue until terminated by either party giving the other of not less than Ninety (90) days' prior written notice of such termination.

(b) The rights, duties, and responsibilities of the parties shall continue in full force and effect during this period of notice, including the placing of advertisements in any media whose closing dates fall within the 90-day notice period.

(c) Any uncancellable contract made on Client's authorization, and still existing at the expiration of the notice period, shall be carried to completion by Belmont and paid for by Client unless mutually agreed in writing to the contrary, in accordance with the provisions hereof.

(d) Any contract Belmont has entered into with talent who have performed or will perform in Client's advertising, shall simultaneously on the effective date of such termination, be automatically assigned to Client and Client shall assume all of the rights and obligations under said contract and Belmont shall be relieved of any further responsibility or liability with respect thereto. Client shall indemnify Belmont against any expense or loss Belmont may incur as a result of a claim by such talent or a third party arising after the assignment of said contract.

(e) Any materials, media, services, etc., Belmont have committed to purchase for Client's account, with Client's approval (or any uncompleted work previously approved by Client either specifically or as part of a plan), shall be paid for by Client together with agency commission.

(f) Upon the termination of this agreement and provided that there is no indebtedness owing by Client to Belmont, Belmont shall transfer, assign and make available to Client, or Client's representative, all property and materials in Client's possession or control belonging to and paid for by Client, and all information regarding Client's advertising. Belmont also agrees to give all reasonable cooperation toward transferring, with approval of third parties in interest, all reservations, contracts, and arrangements with advertising media, or others, for advertising space, broadcast time, or materials yet to be used, and rights and claims thereto and therein, upon being duly released from the obligations thereof.

## **11. GENERAL PROVISIONS**

(a) Client reserves the right to reject, cancel or stop any and all media or production plans, schedules, or work in process, and in such event Belmont shall immediately take proper steps to carry out Client's instructions, but Client agrees to assume liability for all authorized commitments, to reimburse Belmont for all expenses incurred, and to pay Belmont any related service charges in accordance with the provisions of this agreement.

(b) Belmont shall use its best efforts to keep in strictest confidence trade secrets or confidential information furnished to Client by Belmont.

(c) Belmont shall take every reasonable precaution to safeguard any and all of Client's property entrusted to Belmont's custody or control, but in the absence of negligence on Belmont's part or willful disregard by Belmont of Client's property rights, Belmont is not to be held responsible for any loss, damage, destruction or unauthorized use by others of any such property.

(d) In the event that it becomes necessary for Belmont to bring legal action to collect amounts due to Belmont hereunder, Belmont shall be entitled to recover its legal costs incurred in connection with such action.

(e) This agreement and all issues collateral thereto shall be governed and construed in accordance with the laws of the State of Texas pertaining to contracts made and to be performed entirely therein.

IN WITNESS WHEREOF, Belmont and Client have executed this Agreement.

**BELMONT ICEHOUSE, LLC**

**TOWN OF ADDISON**

By: \_\_\_\_\_  
Name:  
Title:

By: \_\_\_\_\_  
Name:  
Title:

**Schedule 1  
Scope of Work**

<b>Details</b>	<b>Cost</b>
<b>Account Management</b>	<b>\$30,000.00</b>
Ongoing Account Management	
Overall Brand Management	
Bi-Weekly/Weekly Status Meetings	
Strategic Insights	
Monthly Billing Outlines	
<b>Brand Identity Development</b>	<b>\$10,000.00</b>
Onsite, in-person discovery session at Belmont	
Initial "homework" pre-planning assignment	
Discuss goals, objectives, target, performance metrics, competitive, aspirations	
Belmont summarizes all information and provides report	
Audit of previous, competitive and aspirational work	
Review previous Town of Addison work and "competitive" efforts	
Brand positioning brief development	
Details from exploratory/audit/research are distilled into actionable, inspirational brief	
Brief is provided to Town of Addison team for feedback/revisions	
Brand positioning development	
Creative and planning teams are briefed	
Brand identity (rallying cry) and personality statements (attributes and benefits) are composed	
Identity components are presented, revised (two rounds) and finalized	
Establish brand approach for incorporating Town of Addison consistently into creative executions	
<b>Creative Development</b>	<b>\$71,600.00</b>
Creative development and copywriting for four (4) events	
<i>Fork &amp; Cork</i>	<i>\$19,200.00</i>
Repurposing Current Design	
Modifying Logo - Removing "1st Annual"	
Updating colors and content	
Client to provide mandatory content and imagery	
Copy writing recommendations and language updates to content	
Includes design work for all collateral and digital components	
Assumes partners will be given specs and deadlines based on approved schedules	
Integrates Town of Addison Branding into ALL pieces	
<i>Kaboom Town</i>	<i>\$19,200.00</i>
Developing New Look and Feel	
Developing New Logo	
Updating colors and content	
Client to provide mandatory content and imagery	
Copy writing recommendations and language updates to content	
Includes design work for all collateral and digital components	
Assumes partners will be given specs and deadlines based on approved schedules	

Integrates Town of Addison Branding into ALL pieces	
<i>Oktoberfest</i>	<i>\$27,000.00</i>
Repurposing Current Design	
Design and Collateral Size Recommendations	
Updating colors and content	
Client to provide mandatory content and imagery	
Copy writing recommendations and language updates to content	
Includes design work for all collateral and digital components	
Assumes partners will be given specs and deadlines based on approved schedules	
Integrates Town of Addison Branding into ALL pieces	
<i>Summer Concert Series</i>	<i>\$6,200.00</i>
Repurposing Current Design	
Design and Collateral Size Recommendations	
Updating colors and content	
Client to provide mandatory content and imagery	
Copy writing recommendations and language updates to content	
Includes design work for all collateral and digital components	
Assumes partners will be given specs and deadlines based on approved schedules	
Integrates Town of Addison Branding into ALL pieces	
<b>Media Management and Planning</b>	<b>\$8,400.00</b>
Media Planning	
Media Strategy	
Ongoing Media Management	
Media Optimizations	
Monthly Reporting	
In-Kind Media Placement	
Final Recap Reporting	
<b>Production</b>	<b>\$100,000.00</b>
Production-Ready Mechanicals	
QA and Press Checks	
Production costs for ALL Events*	
Printing (Posters, programs, flyers, etc.)	
Digital development	
Promotional items (lanyards, stickers, etc.)	
<i>*All items to be itemized and outlined by Client and Belmont</i>	
<b>GRAND TOTAL 2014/2015 BUDGET</b>	<b>\$220,000.00</b>

<b>Media Hard Costs</b>	
Fork & Cork	\$26,000.00
Kaboom Town	\$5,000.00
Oktoberfest	\$25,000.00
Summer Concert Series	\$-
<b>Media Hard Costs Total</b>	<b>\$56,000.00</b>

**Schedule 2  
Agency Fee**

Contract amount for year one will not exceed \$276,000. Services will be based on the break out provided within Schedule 1.

All Belmont staff will be billed at our standard government \$135/hour blended rate for services.

**Combined Meeting**

**R7**

**Meeting Date:** 11/25/2014

**Council Goals:** Create raving fans of the Addison Experience.  
Maintain and enhance our unique culture of creativity and innovation.  
Fully integrate the Arts as part of our brand  
Explore new/other revenue sources  
Enhance sense of community for all stakeholders/Expand  
Volunteer Opportunities

---

**AGENDA CAPTION:**

Presentation and discussion of the 2014 Addison Oktoberfest event.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

Staff will present a recap of the 2014 Addison Oktoberfest event.

**RECOMMENDATION:**

---

**Combined Meeting**

**R8**

**Meeting Date:** 11/25/2014

**Council Goals:** Mindful stewardship of Town Resources.

---

**AGENDA CAPTION:**

Presentation and discussion of the Finance Department Quarterly Financial Review of the Town for the quarter and year-to-date ended September 30, 2014.

**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:**

---

**Attachments**

4th Quarter Report

---



Department of Finance  
*Quarterly Review*

*For the Period Ended September 30, 2014*

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*Town of Addison*

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## How to Read This Document

### Welcome!

The information attached is the internal City of Addison's quarterly review document for the period ending September 30, 2014. This document has been specially prepared to help the reader understand the year-to-date performance of the City's major funds.

### Report Format

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

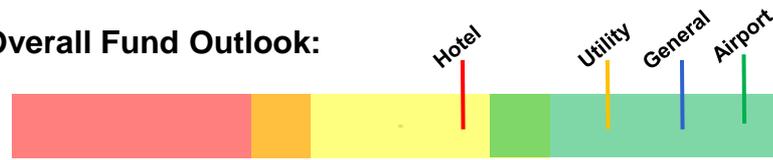
The Financial section displays the quantitative aspects of the City's organization. Like many local governments, the City uses the fund method of accounting. Simply stated, a fund is a unit which tracks the application of various public resources. For example, the Hotel Fund is established to track the use of hotel/motel occupancy tax. Most people are particularly interested in the General Fund which comprises the majority of the City's operations, such as Police, Fire, and Parks. Financial statement summaries, including the amended 2013-2014 budget, are presented for each fund. The statements show the fund's financial condition for the specific quarter, as well as the year-to-date totals and a comparison to prior fiscal period. Also included in this section are additional collections related statements, which more fully illustrate various major tax revenue sources, cash receipts/disbursements information, and the City's collateral summary.

Finally, additional relevant information is presented in the appendices section of the document, and is used to more fully describe appropriate detail not included in the quarterly review. Currently, these attachments represent investment data from the City's financial advisors, First Southwest Co., including the portfolio report and compliance statement for the same time period, as well as a glossary of terms.

# Executive Dashboard – 4th Quarter, 2014 Fiscal Year

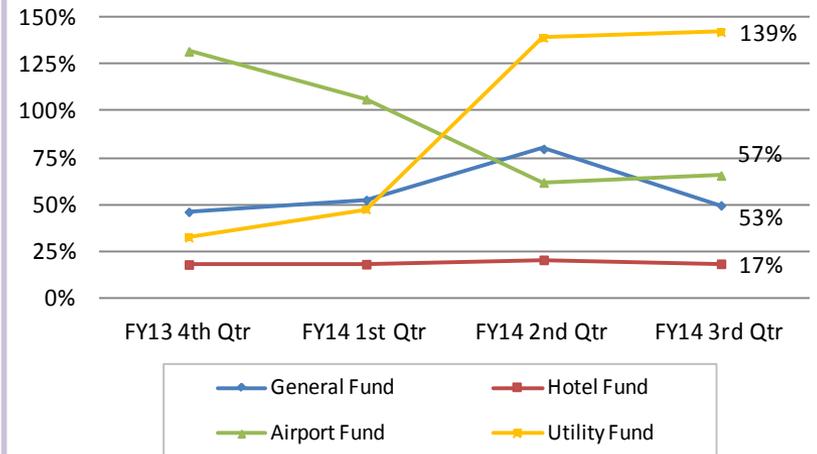
## Financial Indicators

### Overall Fund Outlook:



Key Revenue Sources	FY14 Budget	through 09/30/14	% Annual Budget
Ad Valorem Taxes - General Fund	\$ 11,624,270	\$ 11,318,305	97.37%
Non-Property Taxes	\$ 14,385,000	\$ 14,435,547	100.35%
Hotel Tax	\$ 4,972,495	\$ 5,009,121	100.74%
Franchise Fees	\$ 2,655,641	\$ 2,804,672	105.61%
Service/Permitting/License Fees	\$ 2,183,500	\$ 2,332,372	106.82%
Rental, Interest and Other Income	\$ 324,000	\$ 386,265	119.22%
Fuel Flowage Fees	\$ 724,840	\$ 784,286	108.20%
Water and Sewer Charges	\$ 10,088,450	\$ 9,842,735	97.56%

### Ending Fund Balance - Four Major Funds



Key Expenditures	FY14 Budget	FY14 YTD 09/30/14	% Annual Budget
General Fund	\$ 31,571,743	\$ 30,093,069	95.32%
Hotel Fund	\$ 7,117,268	\$ 6,730,156	94.56%
Economic Development	\$ 1,503,499	\$ 1,029,270	68.46%
Airport Operations	\$ 4,380,222	3,828,669	87.41%
Utility Operations	\$ 8,190,979	\$ 7,935,670	96.88%

# Executive Dashboard – 4<sup>th</sup> Quarter, 2014 Fiscal Year

## Financial Indicators

### Personnel Information:

New Hires – Benefitted Positions				
Department	PT Positions	FT Positions	Total, 4 <sup>th</sup> Qtr	YTD
Conference Centre	0	0	0	3
Infrastructure Ops & Svcs	0	1	1	2
Emergency Communications -PD	0	1	1	1
Finance	0	1	1	4
Fire	0	0	0	6
General Services	0	0	0	1
Parks	0	1	1	3
Police	0	7	7	14
Streets	0	0	0	1
Recreation	0	0	0	5
<b>Grand Total</b>	<b>0</b>	<b>11</b>	<b>11</b>	<b>38</b>

Separations – Benefitted Positions				
Department	PT Positions	FT Positions	Total, 4 <sup>th</sup> Qtr	YTD
City Manager	0	0	0	3
Conference Centre	0	1	1	2
Infrastructure Ops & Svcs	0	1	1	2
Emergency Communications -PD	0	1	1	2
Development Services	0	1	1	2
Finance	0	2	2	3
Fire	0	3	3	6
General Services	0	0	0	1
Parks	0	0	0	2
Police	0	2	2	10
Streets	0	1	1	2
Recreation	2	0	2	5
<b>Grand Total</b>	<b>2</b>	<b>12</b>	<b>14</b>	<b>40</b>

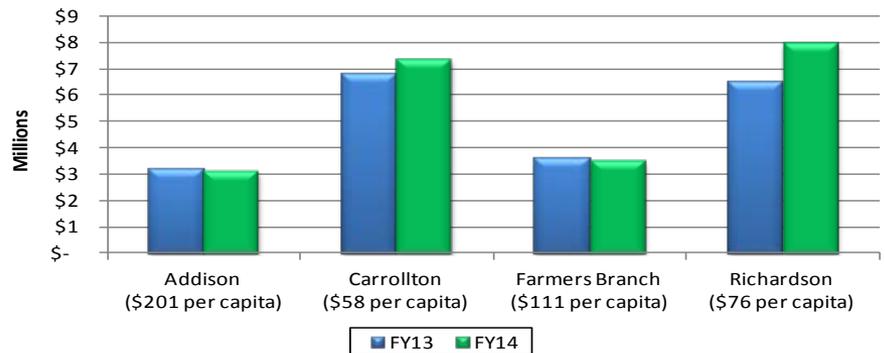
### Economic Development Incentives:

Executed Agreements	Amount Paid FY14	Total Incentives Committed
5	\$33,333.33	\$181,500

### Purchasing Information:

FY13 Savings	FY14 Goal	FY14 YTD
\$612,557	\$650,000	\$392,079

### 4th Quarter Sales Tax Comparison



## Economic Indicators

### Hotel Indicators:

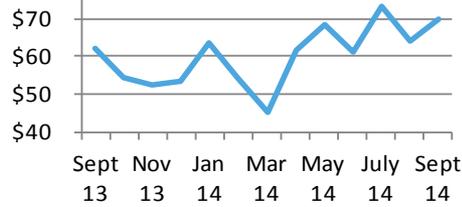
Hotel Occupancy

RevPAR



Source: STR Report  
(compares to prior year)

### Hotel Rev Per Available Room Last 12 months



### Occupancy Indicators:

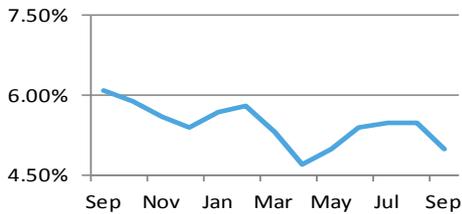
Office Occupancy

Retail Occupancy



Source: CoStar

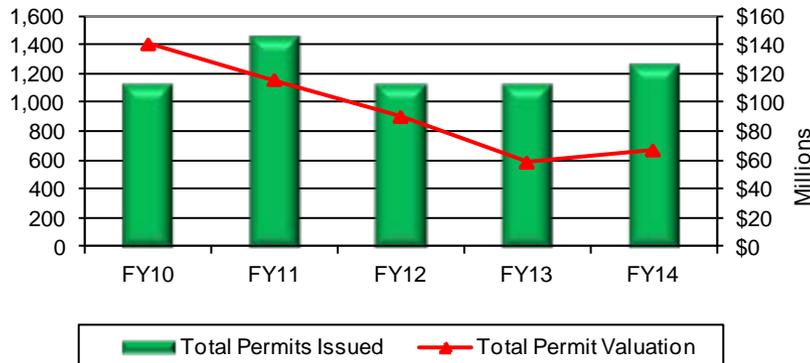
### DFW Unemployment Rate Last 12 months



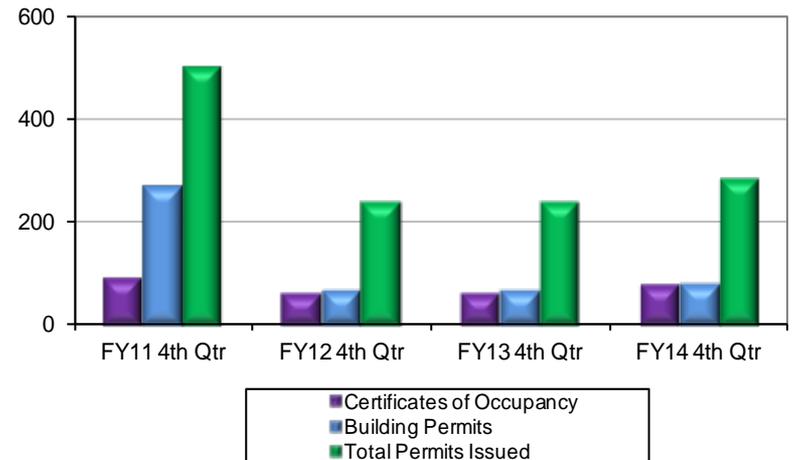
### Addison Hotel Statistics



### Total Permits Issued and Valuation



### Quarterly Permit Activity





# MEMO

**To:** Lea Dunn, City Manager  
**From:** Eric Cannon, CPA, Chief Financial Officer  
**Re:** Fourth Quarter Financial Review  
**Date:** November 19, 2014

This is the fourth quarter report for the 2013-2014 fiscal year. Revenues and expenditures reflect activity from October 1, 2013 through September 30, 2014.

## GENERAL FUND

- Revenues through the quarter ended September 30, 2014 totaled \$32.2 million, approximately \$2.3 million or 7.8 percent more than received this time last year. Net sales tax collections totaled \$13.4 million, a 10.0 percent increase over the previous year-to-date collections. Delinquent tax collections are significantly under their budgeted numbers due to refunds, resulting in an end of year budget deficit of \$11,845. Rental income is higher than last year as rental properties are currently occupied and operating under new lease agreements. Current year alcoholic beverage tax collections exceeded the previous year by \$182,136 or 22.4 percent. Municipal court is trending slightly behind budget; this is primarily due to the vacancies in the police department.
- Expenditures totaled \$30.1 million, which is 95.3 percent of budget and \$2.0 million, or 7.3 percent more than spent this time last year. Fiscal year budget savings include \$689,449 in personnel services primarily related to turnover, \$201,835 in supplies, and \$402,656 in maintenance costs primarily related to computer hardware and software. All departments are under budget, except for Police, who exceeded their budget by 1.8 percent due to overtime associated with personnel vacancies and unanticipated legal fees.

## HOTEL FUND

- Revenues through the fourth quarter totaled \$7.1 million, an increase of \$178,577 from the prior year. Hotel occupancy tax collections are \$434,038, or 9.5 percent greater than FY 2013. Conference Centre rental is currently trending behind budget, and budgeted revenues fell short of budgeted projections by \$50,894 or 8.1 percent. As previously mentioned, proceeds from Special Events are below budget primarily due to the new event, Fork & Cork. However, the Town did have a strong finish with yet another successful Oktoberfest event.
- Hotel fund expenditures of \$7.3 million are 95 percent of budget and \$352,619 less than this time a year ago. All departments were under their budget.

## AIRPORT FUND

- Operating revenue through the fourth quarter totaled \$4.8 million, compared to \$4.6 million in the prior year. This represents an increase of 6.2 percent. This can be attributed mainly to an increase in rental revenue.
- Through the fiscal year, operating expenses amounted to \$3.8 million, resulting in a net operating income of \$1 million. In the current year, the Town funded a substantial portion of the EMAS capital project, resulting in an overall reduction of working capital.

## UTILITY FUND

- Operating revenue through the fourth quarter totaled \$9.9 million, compared to \$10.8 million in the prior year. This represents a decrease of 8.0 percent. This can be attributed to the cooler temperatures and increased rainfall compared to the prior year, resulting in decreased consumption. Revenues reached 96.9 percent of budgeted amounts.
- Operating expenses through the fourth quarter totaled \$7.9 million, bringing net operating income to \$1.1 million. Working capital decreased \$32,510, due in large part to increased accounts payable.

## CASH AND INVESTMENT REPORT

- Cash and investments for all funds as of September 30, 2014 totaled \$97 million, representing a decrease of approximately \$3.6 million from the previous quarter. The decrease can be attributed to the Town's operating cycle and use of bond proceeds for capital projects.
- The City's average investment yield to maturity at the end of September was 0.349 percent, an increase from the previous quarter's yield of .282 percent. This yield is higher than the TexPool benchmark of 0.033 percent. The average weighted maturity increased from 231 days to 281 days.
- As recommended by First Southwest Asset Management, staff has invested in commercial paper up to the maximum threshold provided for in the City's investment policy. In addition, staff will continue to seek out CDs and callable agency securities in order to maximize yields. Finally, with interest rates expected to remain extremely low through the end of 2015, we will look to extend the portfolio's duration to the extent that cash flow allows.

**TOWN OF ADDISON**  
**EXECUTIVE SUMMARY OF MAJOR OPERATING FUNDS FOR THE QUARTER ENDED SEPTEMBER 30, 2014**  
 UNAUDITED ACTUAL AMOUNTS COMPARED TO THE FY13-14 ADOPTED BUDGET  
 With Comparative Information from Prior Fiscal Year

	General Fund			Hotel Fund			Airport Fund			Utility Fund			Stormwater Fund			Total Major Operating Funds*		
	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual	Budget	Actual	PY Actual
<b>RESOURCES</b>																		
Ad Valorem Tax	\$11,624,270	\$11,318,305	\$10,480,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$11,624,270	\$11,318,305	\$10,480,307
Non-Property Tax	14,385,000	14,435,547	13,031,641	4,972,495	5,009,121	4,575,083	-	-	-	-	-	-	-	-	19,357,495	19,444,668	17,606,724	
Franchise Fees	2,655,641	2,804,672	2,695,074	-	-	-	-	-	-	-	-	-	-	-	2,655,641	2,804,672	2,695,074	
Service/Permitting/License Fees	2,183,500	2,332,372	2,356,113	1,428,204	1,191,242	1,483,254	-	-	-	10,098,730	9,846,725	10,708,949	1,552,000	1,519,734	15,262,434	14,890,073	15,859,391	
Rental, Interest and Other Income	1,324,000	1,266,073	1,268,344	949,600	948,244	911,693	4,419,830	7,461,888	4,563,978	40,606	83,971	133,859	5,000	20,240	6,739,036	9,780,416	6,877,194	
Transfers and Other Sources	-	-	-	-	-	-	-	-	-	7,500,000	7,565,000	-	-	-	7,500,000	7,565,000	7,493,448	
<b>Total Resources</b>	<b>32,172,411</b>	<b>32,156,969</b>	<b>29,831,479</b>	<b>7,350,299</b>	<b>7,148,607</b>	<b>6,970,030</b>	<b>4,419,830</b>	<b>7,461,888</b>	<b>4,563,978</b>	<b>17,639,336</b>	<b>17,495,696</b>	<b>10,842,808</b>	<b>1,557,000</b>	<b>1,539,974</b>	<b>8,803,843</b>	<b>63,138,876</b>	<b>65,803,134</b>	<b>61,012,138</b>
<b>APPLICATION OF RESOURCES</b>																		
Personnel Services	19,904,583	19,215,134	18,297,233	1,694,829	1,666,231	1,644,737	370,553	336,278	387,148	1,565,085	1,202,282	1,311,172	101,341	45,204	23,636,391	22,465,129	21,652,811	
Supplies	1,426,930	1,242,418	1,237,686	443,861	176,222	196,579	62,600	40,053	47,226	129,220	133,141	115,128	-	5,780	2,062,611	1,597,614	1,596,619	
Maintenance and Materials	3,293,252	2,876,096	2,562,619	593,570	481,580	466,414	3,080,589	2,595,236	2,003,760	943,820	631,167	488,075	-	-	7,911,231	6,584,079	5,520,868	
Contractual Services	5,305,878	5,220,368	4,675,292	4,256,188	4,265,278	4,072,448	1,066,480	1,197,489	779,495	6,490,803	6,285,633	5,533,275	215,000	435,675	17,334,349	17,404,443	15,127,581	
Capital Equipment Amortization	1,278,100	1,295,866	1,222,756	89,120	115,260	76,100	611,730	591,922	418,322	1,261,919	711,278	3,439,683	544,018	544,268	3,784,887	3,258,594	5,217,221	
Capital Equipment/Projects	363,000	243,187	55,160	39,700	25,585	626,497	2,110,000	5,349,613	373,417	852,400	279,737	743,324	2,930,000	41,354	6,295,100	5,939,476	1,798,398	
Transfers and Other Uses**	-	-	-	570,000	570,000	570,000	-	-	-	-	-	-	-	-	570,000	570,000	570,000	
<b>Total Application of Resources</b>	<b>31,571,743</b>	<b>30,093,069</b>	<b>28,050,746</b>	<b>7,687,268</b>	<b>7,300,156</b>	<b>7,652,775</b>	<b>7,301,952</b>	<b>10,110,591</b>	<b>4,009,368</b>	<b>11,243,247</b>	<b>9,243,238</b>	<b>11,630,657</b>	<b>3,790,359</b>	<b>1,072,281</b>	<b>139,952</b>	<b>61,594,569</b>	<b>57,819,335</b>	<b>51,483,498</b>
<b>Net Change in Fund Balances</b>	<b>\$ 600,668</b>	<b>\$ 2,063,900</b>	<b>\$ 1,780,733</b>	<b>\$ (336,969)</b>	<b>\$ (151,549)</b>	<b>\$ (682,745)</b>	<b>\$ (2,882,122)</b>	<b>\$ (2,648,703)</b>	<b>\$ 554,610</b>	<b>\$ 6,396,089</b>	<b>\$ 8,252,458</b>	<b>\$ (787,849)</b>	<b>\$ (2,233,359)</b>	<b>\$ 467,693</b>	<b>\$ 8,663,891</b>	<b>\$ 1,544,307</b>	<b>\$ 7,983,799</b>	<b>\$ 9,528,640</b>

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
Ad Valorem taxes:						
Current taxes	\$ 11,603,710	\$ (100,717)	\$ 11,300,196	97.4%	\$ 10,424,832	99.7%
Delinquent taxes	5,880	2,742	(5,965)	-101.4%	18,555	159.7%
Penalty & interest	14,680	1,484	24,074	164.0%	36,920	190.6%
Non-property taxes:						
Sales tax	13,500,000	3,060,084	13,440,938	99.6%	12,219,168	98.5%
Alcoholic beverage tax	885,000	254,382	994,609	112.4%	812,473	99.6%
Franchise / right-of-way use fees:						
Electric franchise	1,500,000	367,228	1,581,713	105.4%	1,523,022	97.9%
Gas franchise	203,641	-	203,641	100.0%	171,849	82.4%
Telecommunication access fees	665,000	158,527	645,709	97.1%	656,512	99.0%
Cable franchise	280,000	94,799	363,609	129.9%	337,341	116.1%
Street rental fees	7,000	10,000	10,000	142.9%	6,350	90.7%
Licenses and permits:						
Business licenses and permits	180,000	28,509	166,188	92.3%	242,992	135.2%
Building and construction permits	560,000	167,399	735,457	131.3%	643,407	106.4%
Service fees:						
General government	500	329	1,203	240.6%	401	80.2%
Public safety	765,000	204,745	733,020	95.8%	767,868	100.6%
Urban development	3,000	1,380	3,250	108.3%	2,485	82.8%
Streets and sanitation	380,000	99,144	370,211	97.4%	384,303	101.3%
Recreation	65,000	19,289	89,013	136.9%	89,327	138.7%
Interfund	230,000	58,508	234,030	101.8%	225,330	100.0%
Court fines	1,000,000	232,302	879,808	88.0%	959,683	91.7%
Interest earnings	10,000	11,137	47,650	476.5%	3,449	69.0%
Rental income	220,000	65,000	260,000	118.2%	243,958	177.4%
Other	94,000	(5,321)	78,615	83.6%	61,254	66.1%
<b>Total Revenues</b>	<b>\$ 32,172,411</b>	<b>\$ 4,730,950</b>	<b>\$ 32,156,969</b>	<b>100.0%</b>	<b>\$ 29,831,479</b>	<b>99.7%</b>

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
General Government:						
City manager	\$ 1,151,075	\$ 210,368	\$ 1,082,260	94.0%	\$ 1,218,098	98.7%
Financial & strategic services	1,032,375	327,618	916,259	88.8%	842,790	88.7%
General services	746,942	191,630	696,969	93.3%	753,662	82.0%
Municipal court	567,319	150,286	499,287	88.0%	449,888	86.6%
Human resources	622,237	137,922	555,909	89.3%	457,869	73.8%
Information technology	1,963,064	464,674	1,523,285	77.6%	1,468,917	86.6%
Combined services	904,760	369,648	841,217	93.0%	708,920	105.5%
Council projects	570,058	194,228	537,077	94.2%	421,947	100.6%
Public safety:						
Police	8,027,015	2,338,545	8,174,506	101.8%	7,737,941	100.2%
Emergency communications	1,284,668	334,209	1,217,615	94.8%	1,054,355	84.2%
Fire	6,792,274	1,869,316	6,484,303	95.5%	6,021,036	98.1%
Development services	1,030,147	285,903	962,584	93.4%	920,445	93.5%
Streets	1,808,671	594,319	1,727,404	95.5%	1,722,017	95.1%
Parks and Recreation:						
Parks	3,530,477	912,743	3,366,565	95.4%	2,795,515	86.7%
Recreation	1,540,661	434,480	1,507,829	97.9%	1,474,766	94.8%
Other financing uses:						
Transfers	-	-	-	N/A	2,580	0.0%
<b>Total Expenditures</b>	<b>\$ 31,571,743</b>	<b>\$ 8,815,889</b>	<b>\$ 30,093,069</b>	<b>95.3%</b>	<b>\$ 28,050,746</b>	<b>94.4%</b>

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
<b>Revenues:</b>						
Hotel/Motel occupancy taxes	\$ 4,972,495	\$ 1,210,209	\$ 5,009,121	100.7%	\$ 4,575,083	99.6%
Proceeds from special events	1,428,204	665,610	1,191,242	83.4%	1,483,254	81.0%
Conference centre rental	632,100	149,002	581,206	91.9%	621,518	103.0%
Visit Addison rental	237,500	77,266	286,941	120.8%	215,623	93.7%
Theatre centre rental	70,000	13,626	71,657	102.4%	58,647	83.8%
Interest and miscellaneous	10,000	5,175	8,440	84.4%	15,905	-192.8%
<b>Total Revenues</b>	<b>7,350,299</b>	<b>2,120,888</b>	<b>7,148,607</b>	<b>97.3%</b>	<b>\$ 6,970,030</b>	<b>95.2%</b>
<b>Expenditures and other uses:</b>						
Visitor services	1,096,261	353,024	987,050	90.0%	949,403	94.1%
Visit Addison	629,323	155,489	618,762	98.3%	493,992	86.6%
Marketing	1,069,559	280,915	967,190	90.4%	888,376	89.2%
Special events	2,645,505	1,233,677	2,552,665	96.5%	2,639,437	100.3%
Conference centre	1,111,279	307,967	1,063,078	95.7%	1,616,891	95.6%
Performing arts	565,341	27,597	541,411	95.8%	494,676	97.9%
Capital projects	-	-	-	0.0%	-	0.0%
Other financing uses:						
Transfer to debt serv & general funds	570,000	142,500	570,000	100.0%	570,000	100.0%
<b>Total Expenditures and Other Uses</b>	<b>\$ 7,687,268</b>	<b>\$ 2,501,169</b>	<b>\$ 7,300,156</b>	<b>95.0%</b>	<b>\$ 7,652,775</b>	<b>96.0%</b>

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
<b>Revenues:</b>						
Ad Valorem taxes:						
Current taxes	\$ 792,000	\$ (4,660)	\$ 773,986	97.7%	\$ 696,389	99.7%
Delinquent taxes	400	187	(409)	-102.3%	1,249	160.1%
Penalty & interest	1,000	138	1,649	164.9%	2,461	190.8%
Business license fee	80,000	2,350	66,855	83.6%	70,800	83.3%
Interest income and other	1,500	328	1,986	132.4%	2,236	149.1%
Transfer from General Fund	-	-	-	0.0%	-	0.0%
<b>Total Revenues and Other Sources</b>	<b>874,900</b>	<b>(1,657)</b>	<b>844,067</b>	<b>96.5%</b>	<b>\$ 773,135</b>	<b>98.3%</b>
<b>Expenditures:</b>						
Personal services	295,428	77,589	268,861	91.0%	238,842	124.3%
Supplies	18,300	7,194	19,037	104.0%	18,864	125.8%
Maintenance	115,559	2,518	5,518	4.8%	1,391	15.3%
Contractual services	1,068,842	146,878	728,784	68.2%	360,278	63.6%
Capital replacement/lease	5,370	1,768	7,070	131.7%	5,370	100.0%
<b>Total Expenditures</b>	<b>\$ 1,503,499</b>	<b>\$ 235,947</b>	<b>\$ 1,029,270</b>	<b>68.5%</b>	<b>\$ 624,745</b>	<b>79.2%</b>

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
<b>Revenues:</b>						
Interest income and other	\$ 2,500	\$ 28,357	\$ 179,037	7161.5%	\$ 102,004	105.2%
2014 GO Bond proceeds - Beltline Rd	-	-	10,000,000	0.0%	\$ -	-
2014 GO Bond proceeds - Midway Rd	-	-	2,000,000	0.0%	\$ -	-
Bond premium	-	-	97,299	0.0%	\$ -	-
Other	-	-	-	0.0%	\$ -	-
<b>Total Revenues</b>	<b>2,500</b>	<b>28,357</b>	<b>12,276,336</b>		<b>102,004</b>	<b>105.2%</b>
<b>Expenditures:</b>						
<b>Administration:</b>						
Supplies	-	9,048	12,458	0.0%	80,660	0.0%
Maintenance	-	-	9,650	0.0%	3,946	1.1%
Contractual Services	-	-	-	0.0%	49	0.0%
Debt issue costs	-	-	97,299	0.0%	-	-
Other	-	-	-	0.0%	138,236	0.0%
Subtotal: Non-Capital Expenditures	-	9,048	119,406	0.0%	222,891	62.8%
<b>Design and Engineering:</b>						
Engineering and contractual services	2,031,550	1,210,990	3,619,893	178.2%	2,165,012	61.6%
Land, construction and equipment	30,352,709	(6,320)	5,034,985	16.6%	3,742,776	88.0%
Subtotal: Capital Expenditures	32,384,259	1,204,670	8,654,878	26.7%	5,907,788	76.1%
<b>Total Expenditures</b>	<b>\$ 32,384,259</b>	<b>\$ 1,213,718</b>	<b>\$ 8,774,284</b>	<b>27.1%</b>	<b>\$ 6,130,679</b>	<b>75.5%</b>
<b>Capital Projects:</b>						
Street and Lighting Improvement Projects	\$ 260,900	\$ -	\$ 15,600	6.0%	-	-
Ashton Woods Development Streets	517,000	-	384,000	74.3%	-	-
Railroad Improvements/Quiet Zones	362,081	-	-	0.0%	-	-
Keller Springs Road/Addison Road Intersection	211,990	-	-	0.0%	-	-
Undesignated Residential Lighting Projects	180,000	-	-	0.0%	-	-
Various Streets Improvements	174,473	21,677	21,677	12.4%	-	-
Surveyor Learning Center	-	18,791	25,111	0.0%	-	-
Belt Line Road Streetscape and Interchange	9,152,172	155,064	773,442	8.5%	-	-
Vitruvian Park Public Infrastructure	8,574,774	14,068	168,318	2.0%	-	-
Public Safety Radio Replacement	3,000,000	885,137	2,128,707	71.0%	-	-
Park and Pedestrian Connectivity	3,200,546	147,667	397,445	12.4%	-	-
Midway Road Design	1,000,000	(151,990)	-	0.0%	-	-
Airport Land Acquisition	5,750,323	114,256	4,740,578	82.4%	-	-
<b>Total</b>	<b>\$ 32,384,259</b>	<b>\$ 1,204,670</b>	<b>\$ 8,654,878</b>	<b>26.7%</b>		

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

Category	FY2013-14				FY2012-13	
	Budget	4th Quarter	Year-to-Date	YTD as % of Budget	4th Quarter	% of Budget
<b>Operating revenues:</b>						
Operating grants	\$ 50,000	\$ -	\$ 48,140	96.3%	\$ 47,942	95.9%
Fuel flowage fees	724,840	193,649	784,286	108.2%	758,758	104.0%
Rental	3,587,690	1,047,618	3,868,780	107.8%	3,665,520	102.0%
User fees	52,300	14,143	66,075	126.3%	57,382	109.7%
Other income	-	9,016	73,245	0.0%	27,681	124.1%
<b>Total operating revenues</b>	<b>4,414,830</b>	<b>1,264,426</b>	<b>4,840,526</b>	<b>109.6%</b>	<b>4,557,283</b>	<b>102.5%</b>
<b>Operating expenses:</b>						
Town - Personnel services	370,553	87,747	336,278	90.8%	387,148	105.6%
Town - Supplies	62,600	28,300	40,053	64.0%	47,226	75.4%
Town - Maintenance	57,300	23,183	69,080	120.6%	64,883	309.0%
Town - Contractual services	546,810	118,453	523,370	95.7%	429,646	79.0%
Grant - Maintenance	100,000	70,502	70,502	70.5%	101,860	101.9%
Operator operation & maintenance	2,923,289	709,872	2,453,794	83.9%	1,837,017	81.9%
Operator service contract	319,670	83,027	335,592	105.0%	349,849	118.5%
<b>Total operating expenses</b>	<b>4,380,222</b>	<b>1,121,084</b>	<b>3,828,669</b>	<b>87.4%</b>	<b>3,217,629</b>	<b>88.6%</b>
<b>Operating Income/(Loss) (excluding depreciation)</b>	<b>34,608</b>	<b>143,342</b>	<b>1,011,857</b>	<b>2923.8%</b>	<b>1,339,654</b>	<b>164.3%</b>
<b>Non-Operating revenues (expenses):</b>						
Interest earnings	5,000	2,012	11,200	224.0%	6,695	22.5%
Principal & interest on debt, fiscal fees & other	(611,730)	(70,759)	(591,922)	96.8%	(418,322)	105.9%
Capital outlay	(2,310,000)	(865,969)	(5,690,001)	246.3%	(363,984)	308.5%
Depreciation	-	-	-	0.0%	-	0.0%
<b>Total non-operating revenues (expenses)</b>	<b>(2,916,730)</b>	<b>(934,716)</b>	<b>(3,660,560)</b>	<b>125.5%</b>	<b>(785,044)</b>	<b>162.5%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ (2,882,122)</b>	<b>\$ (791,374)</b>	<b>\$ (2,648,703)</b>	<b>91.9%</b>	<b>\$ 554,610</b>	<b>166.9%</b>

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

Category	FY2013-14				YTD as % of Budget	FY2012-13	
	Budget	4th Quarter	Year-to-Date			4th Quarter	% of Budget
<b>Operating revenues:</b>							
Water sales	\$ 5,767,686	\$ 2,315,323	\$ 5,488,918	95.2%	\$ 5,940,418	99.5%	
Sewer charges	4,320,764	1,518,626	4,353,817	100.8%	4,760,166	101.7%	
Tap fees	10,280	35	3,990	38.8%	8,365	83.7%	
Penalties	151,116	12,778	78,227	51.8%	88,090	119.9%	
Other Income/(Expenses)	-	4,275	8,470	0.0%	-	0.0%	
<b>Total operating revenues</b>	<b>10,249,846</b>	<b>3,851,037</b>	<b>9,933,422</b>	<b>96.9%</b>	<b>10,797,039</b>	<b>100.6%</b>	
<b>Operating expenses:</b>							
Water purchases	2,972,065	1,048,882	2,933,034	98.7%	2,747,086	93.0%	
Wastewater treatment	2,337,586	743,837	2,480,657	106.1%	2,143,288	94.0%	
Utility operations	2,881,328	503,517	2,521,979	87.5%	2,557,276	94.0%	
<b>Total operating expenses</b>	<b>8,190,979</b>	<b>2,296,236</b>	<b>7,935,670</b>	<b>96.9%</b>	<b>7,447,650</b>	<b>93.6%</b>	
<b>Operating Income/(Loss) (excluding depreciation)</b>	<b>2,058,868</b>	<b>1,554,801</b>	<b>1,997,752</b>	<b>97.0%</b>	<b>3,349,389</b>	<b>120.7%</b>	
<b>Non-Operating revenues (expenses):</b>							
Debt proceeds	7,500,000	-	7,565,000	100.9%	-	0.0%	
Interest earnings and other	(110,510)	11,872	(2,726)	2.5%	45,769	-92.5%	
Capital outlay	(1,865,600)	(456,584)	(671,540)		(743,324)	143.9%	
Depreciation	-	-	-	0.0%	-	0.0%	
<b>Total non-operating revenues (expenses)</b>	<b>4,337,221</b>	<b>(611,248)</b>	<b>6,254,706</b>	<b>144.2%</b>	<b>(4,137,238)</b>	<b>107.7%</b>	
<b>NET INCOME/(LOSS)</b>	<b>\$ 6,396,089</b>	<b>\$ 943,553</b>	<b>\$ 8,252,458</b>	<b>129.0%</b>	<b>\$ (787,849)</b>	<b>74.0%</b>	

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

Category	FY2013-14				YTD as % of Budget	FY2012-13	
	Budget	4th Quarter	Year-to-Date			4th Quarter	% of Budget
<b>Operating revenues:</b>							
Drainage Fees	\$ 1,552,000	\$ 413,898	\$ 1,519,734		1,311,075		
<b>Total Operating Revenues</b>	<b>1,552,000</b>	<b>413,898</b>	<b>1,519,734</b>	<b>97.9%</b>	<b>1,311,075</b>	<b>110.9%</b>	
<b>Operating expenses</b>							
Personnel services	101,341	16,878	45,204	44.6%	12,521	0.0%	
Supplies	-	5,780	5,780	0.0%	-	0.0%	
Contractual services	215,000	249,635	435,675	202.6%	67,071	103.2%	
<b>Total operating expenses</b>	<b>316,341</b>	<b>272,293</b>	<b>486,659</b>	<b>153.8%</b>	<b>79,592</b>	<b>122.4%</b>	
<b>Operating Income/(Loss) (excluding depreciation)</b>	<b>1,235,659</b>	<b>141,605</b>	<b>1,033,075</b>	<b>83.6%</b>	<b>1,231,483</b>	<b>110.2%</b>	
<b>Non-Operating revenues (expenses):</b>							
Debt proceeds	-	-	-	0.0%	7,493,448	99.7%	
Interest earnings and other	5,000	4,761	20,240	404.8%	(680)	-19.4%	
Interest and principal on debt, fiscal fees & other	(544,018)	(141,609)	(544,268)	100.0%	(60,360)	0.0%	
Capital outlay	(2,930,000)	(20,239)	(41,354)	1.4%	-	0.0%	
<b>Total non-operating revenues (expenses)</b>	<b>(3,469,018)</b>	<b>(157,087)</b>	<b>(565,382)</b>	<b>16.3%</b>	<b>7,432,408</b>	<b>98.8%</b>	
<b>NET INCOME/(LOSS)</b>	<b>\$ (2,233,359)</b>	<b>\$ (15,482)</b>	<b>\$ 467,693</b>	<b>-20.9%</b>	<b>\$ 8,663,891</b>	<b>100.3%</b>	

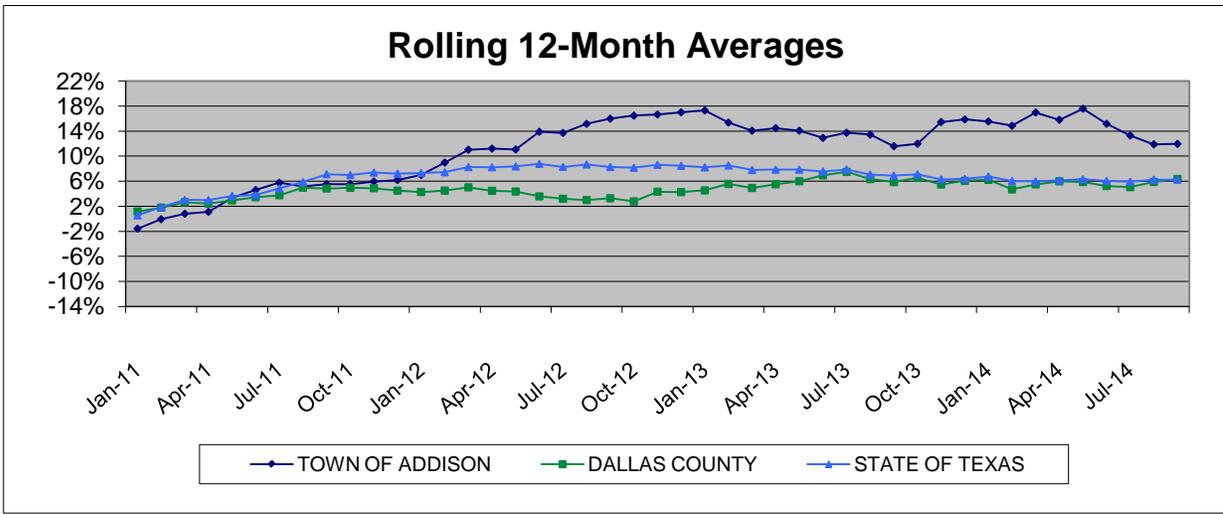
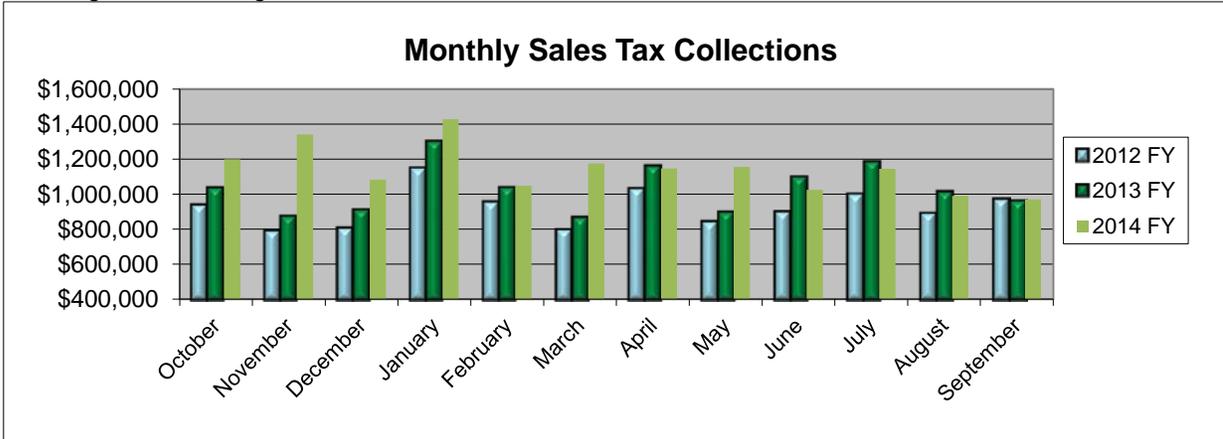
# TOWN OF ADDISON

## Schedule of Sales Tax Collections and Related Analyses

*For the period ending September 30, 2014*

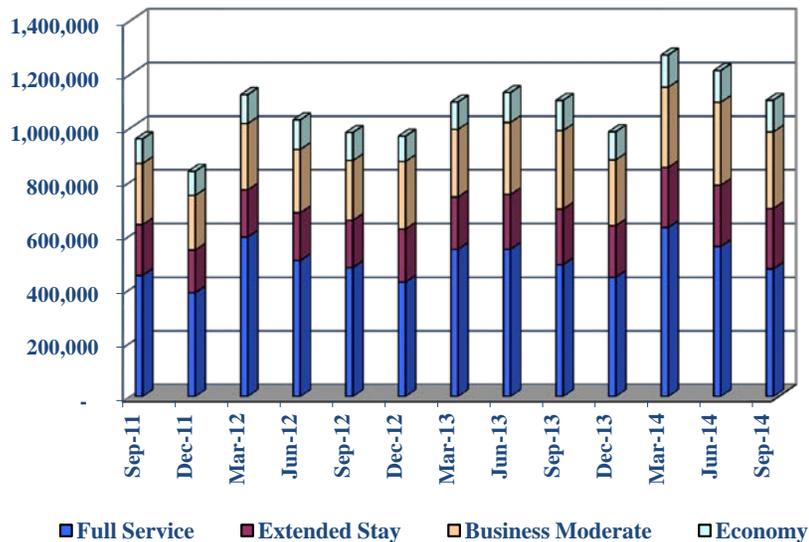
	TOWN OF ADDISON				DALLAS COUNTY		STATE OF TEXAS	
	2013-14 Collections		% Change from Prior Year		% Change from Prior Year		% Change from Prior Year	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
October	\$ 1,199,509	\$ 1,199,509	15.2%	15.2%	7.5%	6.5%	6.8%	7.1%
November	1,340,129	2,539,638	52.3%	32.2%	5.7%	5.5%	4.5%	6.3%
December	1,082,852	3,622,490	18.2%	27.7%	9.4%	6.1%	7.4%	6.4%
January	1,427,450	5,049,940	9.6%	22.0%	6.1%	6.2%	8.0%	6.7%
February	1,047,776	6,097,716	0.5%	17.6%	-2.8%	4.7%	3.1%	6.0%
March	1,175,760	7,273,476	34.6%	20.1%	12.3%	5.5%	5.6%	6.0%
April	1,146,373	8,419,849	-1.5%	16.6%	9.4%	6.0%	6.8%	6.1%
May	1,155,281	9,575,130	28.0%	17.9%	7.6%	5.9%	10.7%	6.3%
June	1,025,039	10,600,169	-6.9%	14.9%	3.1%	5.2%	4.4%	6.0%
July	1,143,446	11,743,615	-3.9%	12.8%	3.2%	5.1%	4.4%	5.9%
August	989,339	12,732,954	-2.8%	11.4%	6.5%	5.9%	7.6%	6.3%
September	970,232	13,703,186	0.3%	10.5%	8.3%	6.4%	5.6%	6.3%
Budget 13-14:		\$ 13,500,000						
Projected Year End		\$ 13,500,000						

Note: Sales tax revenue as shown on page 4 is net of fees paid to a third party to provide constant monitoring, auditing, and correcting of the Town's Sales Tax Collections.



**TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION**  
**Hotels By Service Type for the Quarter and Year-to-Date Ended September 30, 2014**  
*With Comparative Information from Prior Fiscal Year*

	Rooms		July - September		14 to 13 % Diff.	YTD FY 14		14 to 13 % Diff.	
	Number	Percentage	Amount	Percentage		Amount	Percentage		
<b>Full Service</b>									
Marriott Quorum	535	14%	\$ 194,154	16%	4%	\$ 869,914	17%	9%	
Intercontinental	532	13%	190,824	16%	-5%	912,468	18%	8%	
Crowne Plaza	429	11%	125,926	10%	43%	546,874	11%	17%	
	<u>1,496</u>	<u>38%</u>	<u>510,904</u>	<u>42%</u>		<u>2,329,256</u>	<u>47%</u>		
<b>Extended Stay</b>									
Budget Suites	344	9%	4,334	0%	-14%	14,134	0%	-12%	
Hawthorne Suites	70	2%	15,140	1%	6%	63,071	1%	5%	
Marriott Residence	150	4%	56,142	5%	2%	205,338	4%	8%	
Summerfield Suites	132	3%	44,371	4%	11%	182,249	4%	9%	
Homewood Suites	128	3%	51,497	4%	-3%	197,252	4%	-4%	
Springhill Suites	159	4%	74,344	6%	29%	261,985	5%	13%	
	<u>983</u>	<u>25%</u>	<u>245,828</u>	<u>20%</u>		<u>924,030</u>	<u>18%</u>		
<b>Business Moderate</b>									
Marriott Courtyard Quorum	176	4%	83,968	7%	12%	333,273	7%	10%	
LaQuinta Inn	152	4%	48,169	4%	12%	179,323	4%	15%	
Marriott Courtyard Proton	145	4%	56,984	5%	35%	196,054	4%	12%	
Holiday Inn Express	102	3%	39,321	3%	4%	158,299	3%	6%	
Hilton Garden Inn	96	2%	49,677	4%	16%	189,015	4%	4%	
Holiday Inn - Arapaho	101	3%	28,101	2%	16%	118,810	2%	18%	
Comfort Inn	86	2%	19,683	2%	0%	81,586	2%	9%	
	<u>858</u>	<u>22%</u>	<u>325,903</u>	<u>27%</u>		<u>1,256,360</u>	<u>25%</u>		
<b>Economy</b>									
Motel 6	126	3%	22,292	2%	4%	83,684	2%	13%	
Hampton Inn	159	4%	57,601	5%	12%	226,958	5%	6%	
Quality Inn	115	3%	15,900	1%	33%	55,210	1%	26%	
Comfort Suites	78	2%	21,040	2%	5%	85,477	2%	12%	
Super 8	78	2%	7,596	1%	-15%	32,243	1%	-13%	
Best Value	60	2%	1,227	0%	-68%	13,490	0%	-7%	
	<u>616</u>	<u>16%</u>	<u>125,656</u>	<u>10%</u>		<u>497,061</u>	<u>10%</u>		
<b>TOTAL</b>	<u>3,953</u>	<u>100%</u>	<u>\$ 1,208,291</u>	<u>100%</u>	<u>9%</u>	<u>\$ 5,006,706</u>	<u>100%</u>	<u>8%</u>	



**TOWN OF ADDISON**  
**INTERIM STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
*For the Quarter Ending September 30, 2014*

Fund	Balance 6/30/2014	Quarter Receipts	Quarter Disbursements	Balance 9/30/2014
<b>General Fund</b>	\$ 18,590,600	\$ 6,836,790	\$ 9,064,138	\$ 16,363,252
<b>Special Revenue Funds:</b>				
Hotel	1,063,286	3,932,037	3,270,044	1,725,279
Economic Development	738,208	21,776	264,728	495,256
Public Safety	24,856	17	3,454	21,419
Municipal Court	421,402	185,524	180,257	426,669
Reimbursement Grant	(230,685)	11,450	-	(219,235)
Advanced Funding Grant	21,873	16	16	21,873
<b>Debt Service Funds:</b>				
G. O. Bonds	2,558,510	128,486	1,608,553	1,078,443
Hotel Revenue Bonds	385,233	242,153	140,093	487,293
<b>Capital Projects Funds:</b>				
Streets	915,741	668	716	915,693
2006 G.O. Bonds	356,124	245	21,933	334,436
2008 C.O. Bonds	2,119,494	1,602	4,355	2,116,741
2012 C.O. Bonds	29,834,253	150,790	1,032,750	28,952,293
2013 Tax Exempt Bonds	1,156,443	843	1,019	1,156,267
2013 AMT Bonds	-	19,660	1,743	17,917
2013 Taxable Bonds	-	1	-	1
2014 G.O. Bonds	12,008,804	8,753	8,587	12,008,970
<b>Enterprise Funds:</b>				
Utility	11,638,313	2,758,198	2,040,263	12,356,248
Storm Water Fund	9,136,010	406,027	398,187	9,143,850
Airport	3,549,911	549,021	1,140,777	2,958,155
<b>Internal Service Funds:</b>				
Capital Replacement	3,533,239	306,159	30,249	3,809,149
Information Technology	3,211,050	189,817	116,895	3,283,972
<b>TOTAL - ALL FUNDS</b>	<b>\$ 101,032,666</b>	<b>\$ 15,750,033</b>	<b>\$ 19,328,758</b>	<b>\$ 97,453,941</b>

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

<b>INVESTMENTS BY MATURITY AND TYPE</b>				
<i>For the Quarter Ending September 30, 2014</i>				
	Type	% of Portfolio	Yield to Maturity	Amount
	Pools	36.89%	0.04%	\$ 18,294,327
	Agencies	25.75%	0.33%	31,066,103
	Bank CD's	27.92%	0.45%	33,621,426
	Commercial Paper	9.43%	0.24%	11,485,247
<b>Total Investments</b>		<b>100.00%</b>	<b>0.25%</b>	<b>94,467,103</b>
	Accrued Interest Earnings and Unrealized Gain or Loss			(6,697)
	Demand Deposits			2,993,535
<b>TOTAL</b>				<b>\$ 97,453,941</b>

## 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 September 30, 2014

Pledging Institution	Safekeeping Location	Account Title	Pledged Security Description	Security Par Value	Market Value	FDIC Insurance	Ending Bank Balance	Difference Over(Under)
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	\$ 839,213	\$ 898,058			
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	\$ 1,539,931	\$ 1,647,911			
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	\$ 2,588,535	\$ 2,770,042			
Frost Bank	Federal Reserve	Operating	GNMA due 9/15/2024	942,754	1,008,860			
				<u>\$ 5,910,434</u>	<u>\$ 6,324,871</u>	<u>\$ 1,000,000</u>	<u>\$ 5,167,608</u>	<u>\$ 2,157,263</u>

## Glossary of Terms

### A

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

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

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

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

### B

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

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

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

### C

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

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

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

### D

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

## E

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

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

## F

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

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

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

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

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

## G

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

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

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

## M

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

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

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

## O

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

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

## P

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

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

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

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

## R

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

## S

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

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

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

## T

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

## W

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

**Town of Addison**



**For the Quarter Ended  
September 30, 2014**

### Report Name

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

#### **MARKET RECAP:**

Economic data released during the month of September followed the all too familiar path of the last several months, with one day's seemingly positive data offset by the next day's weaker data. The month opened with a bang as the August ISM manufacturing index surged to a lofty 59.0, the second highest since 2004. That was quickly followed by a strong non-manufacturing ISM, which reached a nine-year high at 59.6. Topping off the good news early in the month were auto sales, which rose 6.4% in August to an annualized 17.45 million unit pace, the highest in 8½ years. The August employment report went in the other direction as just 142k new jobs were created, well below the 230k forecasts were calling for. The unemployment rate ticked down from 6.2% to 6.1%, but the decline was due to a reduction in the labor force as the participation rate slipped back to 62.8%, matching a 35 year low. Average hourly earnings rose 0.2% in August and are up a paltry 2.1% year-over-year. Despite the lack of wage gains, consumers broke out the credit cards and went shopping in August as retail sales rose a respectable 0.6%, the biggest gain in four months, while July's previously unchanged reading was revised up to a gain of 0.3%. The corollary to this story is that consumer debt has reached an all-time high at \$3.2 trillion. Meanwhile, inflation remains subdued with the consumer price index (CPI) increasing 1.7% year-over-year through August while the Fed's preferred PCE measure is running at just 1.5%. Housing data continued the mixed pattern of the last several months. Existing homes sales sank 1.8% in August to a 5.05 million unit annual rate and are down 5.3% on a year-over-year basis. By contrast, new home sales jumped 18% to a 504k annual rate, the highest level since May 2008, though still a low level historically.

The major stock indices reached fresh record highs mid-month, but retreated into quarter-end and fell sharply on the first day of October. Bond yields climbed modestly during the month with the two-year Treasury yield rising from 0.49% to 0.57% and the 10-year from 2.34% to 2.49%. The Federal Reserve stayed on course, trimming QE3 by another \$10 billion to \$15 billion per month. The program should be terminated following the late-October FOMC meeting. A few minor tweaks to their official rate forecast did nothing to alter market expectations for the first rate hike to occur sometime around the middle of 2015. A few of the more dovish Fed members voiced caution, citing a history of tightening too quickly and the recent strength in the dollar as reasons to be patient. The dollar has appreciated sharply in recent months on geopolitical concerns and weakening economies in Europe, Japan, and China. This hurts U.S. exporters as our goods become more expensive abroad. At the same time, imported goods become cheaper for U.S. consumers, making it harder for U.S. producers to compete. The result can be a deflationary headwind to the economy, and just one more thing to worry about.

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**For the Quarter Ended**  
**September 30, 2014**

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:**



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Chief Financial Officer

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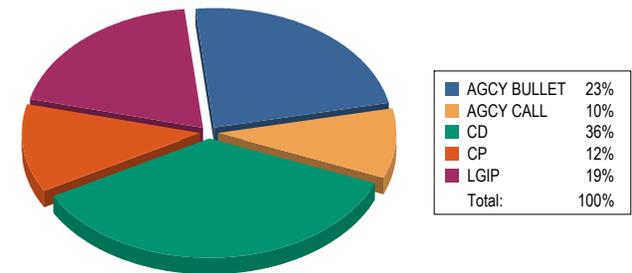
**Account Summary**

**Allocation by Security Type**

Beginning Values as of 06/30/14

Ending Values as of 09/30/14

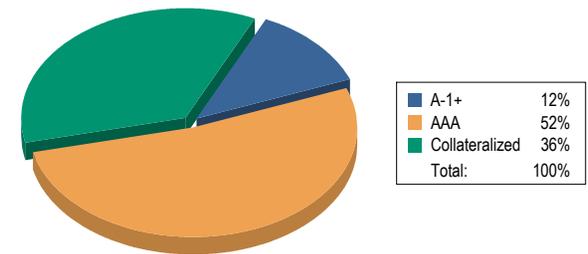
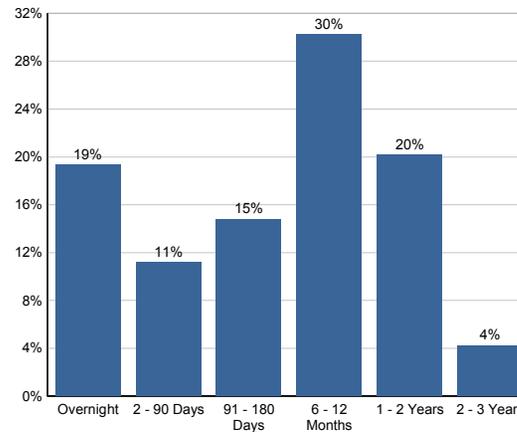
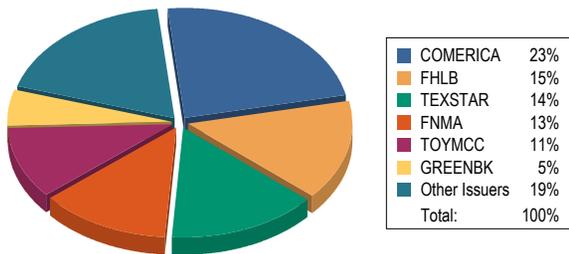
Par Value	98,384,008.86	94,415,752.95
Market Value	98,465,253.86	94,461,021.45
Book Value	98,458,211.22	94,467,102.77
Unrealized Gain / Loss	7,042.64	(6,081.32)
<b>Market Value %</b>	<b>100.01%</b>	<b>99.99%</b>
Weighted Avg. YTW	0.282%	0.349%
Weighted Avg. YTM	0.282%	0.349%



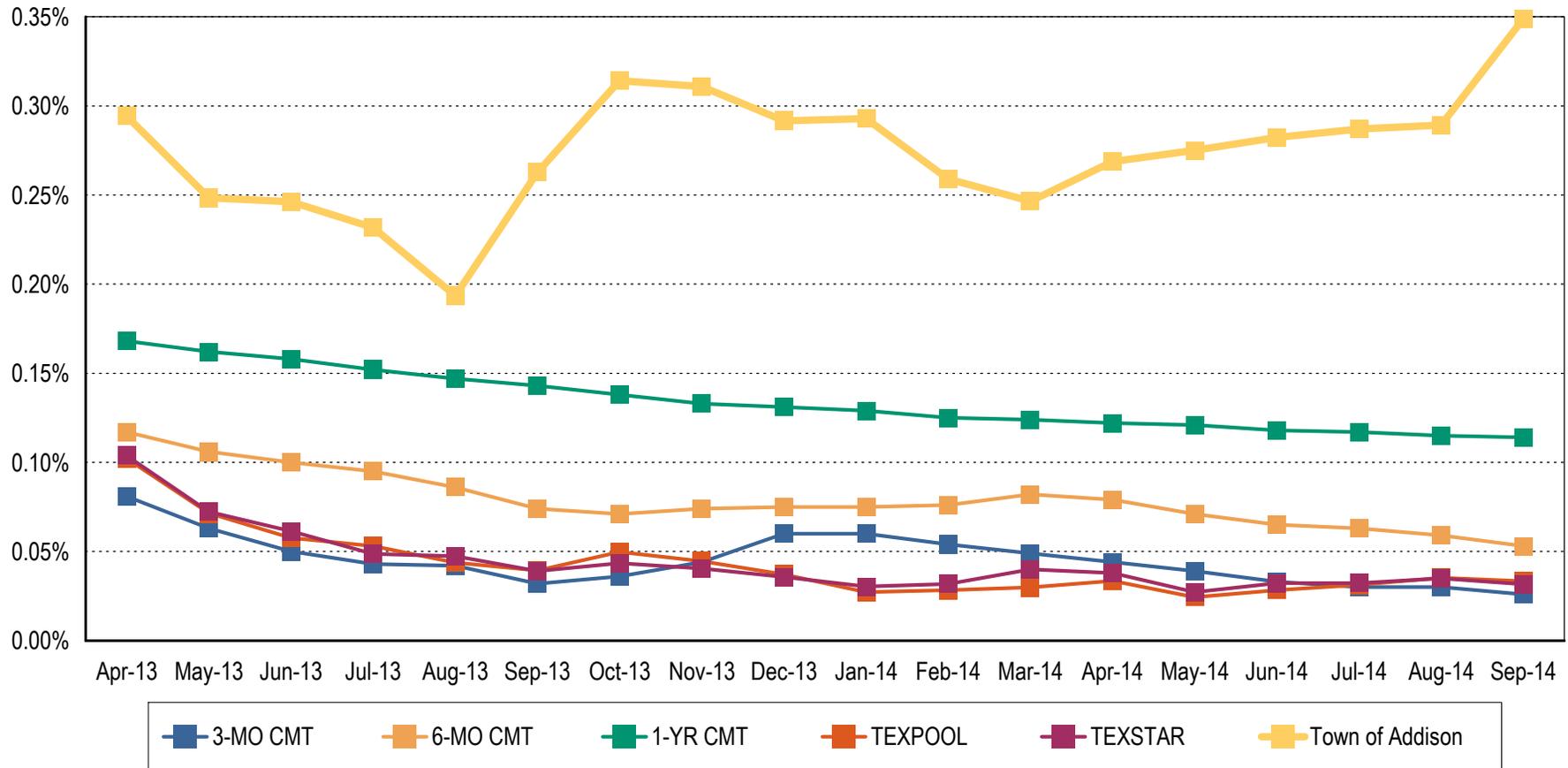
**Allocation by Issuer**

**Maturity Distribution %**

**Credit Quality**



**Weighted Average Days to Maturity: 281**



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

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

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



**Town of Addison**  
**Detail of Security Holdings**  
 As of 09/30/2014

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
<b>Pooled Funds</b>																	
TEXPOOL		LGIP	TexPool					4,608,710.36	100.000	4,608,710.36	4,608,710.36	100.000	4,608,710.36	1		0.033	0.033
TEXSTAR		LGIP	TexSTAR					13,685,616.68	100.000	13,685,616.68	13,685,616.68	100.000	13,685,616.68	1		0.032	0.032
CD-2270-1	04/08/13	CD	ViewPoint Bk CD	0.600	10/08/14			2,545,065.21	100.000	2,545,065.21	2,545,065.21	100.000	2,545,065.21	8		0.594	0.594
313382MM2	05/21/14	AGCY BULET	FHLB	0.230	10/15/14			4,000,000.00	100.059	4,002,372.00	4,000,230.60	100.010	4,000,400.00	15		0.082	0.082
3130A03Q1	03/26/14	AGCY BULET	FHLB	0.210	11/07/14			2,000,000.00	100.055	2,001,100.00	2,000,179.22	100.010	2,000,200.00	38		0.120	0.120
CD-6693-1	12/10/12	CD	Comerica Bk CD	0.570	12/19/14			2,020,052.93	100.000	2,020,052.93	2,020,052.93	100.000	2,020,052.93	80		0.570	0.570
CD-3820	01/29/14	CD	Green Bk CD	0.370	01/30/15			5,000,000.00	100.000	5,000,000.00	5,000,000.00	100.000	5,000,000.00	122		0.370	0.370
3130A16W3	03/26/14	AGCY BULET	FHLB	0.125	03/04/15			4,000,000.00	99.955	3,998,220.00	3,999,194.00	99.990	3,999,600.00	155		0.172	0.172
89233HQH0	06/20/14	CP - DISC	Toyota Mtr Cr		03/17/15			5,000,000.00	99.828	4,991,375.00	4,994,665.30	99.907	4,995,335.00	168		0.230	0.230
89233HRQ9	07/29/14	CP - DISC	Toyota Mtr Cr		04/24/15			5,000,000.00	99.813	4,990,659.72	4,992,881.95	99.857	4,992,845.00	206		0.250	0.250
36959JSV6	09/03/14	CP - DISC	GE Capital Corp		05/29/15			1,500,000.00	99.829	1,497,431.67	1,497,700.01	99.806	1,497,088.50	241		0.230	0.230
CD-5525	09/03/14	CD	East West Bk CD	0.395	09/03/15			4,001,168.93	100.000	4,001,168.93	4,001,168.93	100.000	4,001,168.93	338		0.395	0.395
CD-3620	09/17/13	CD	Comerica Bk CD	0.550	09/17/15			10,055,138.84	100.000	10,055,138.84	10,055,138.84	100.000	10,055,138.84	352		0.550	0.550
3135G0NV1	03/26/14	AGCY BULET	FNMA	0.500	09/28/15			8,000,000.00	100.295	8,023,600.00	8,015,556.80	100.300	8,024,000.00	363		0.303	0.303
31398A4M1	10/07/13	AGCY BULET	FNMA	1.625	10/26/15			4,000,000.00	102.515	4,100,600.00	4,052,510.04	101.510	4,060,400.00	391		0.394	0.394
3133EDK84	04/25/14	AGCY CALL	FFCB	0.390	04/25/16	Anytime	CONT	2,000,000.00	99.900	1,998,000.00	1,998,431.90	99.390	1,987,800.00	573	5	0.440	0.440
3134G56B6	05/30/14	AGCY CALL	FHLMC	0.580	08/26/16	11/26/14	QRTLY	3,000,000.00	100.000	3,000,000.00	3,000,000.00	99.520	2,985,600.00	696	57	0.580	0.580
CD-7123	09/04/14	CD	Comerica Bk CD	0.710	09/06/16			10,000,000.00	100.000	10,000,000.00	10,000,000.00	100.000	10,000,000.00	707		0.710	0.710
3130A1N20	04/28/14	AGCY CALL	FHLB	0.750	10/28/16	10/28/14	QRTLY	4,000,000.00	100.000	4,000,000.00	4,000,000.00	100.050	4,002,000.00	759	28	0.750	0.750
<b>Total for Pooled Funds</b>								<b>94,415,752.95</b>	<b>100.111</b>	<b>94,519,111.34</b>	<b>94,467,102.77</b>	<b>100.049</b>	<b>94,461,021.45</b>	<b>281</b>		<b>0.349</b>	<b>0.349</b>
<b>Total for Town of Addison</b>								<b>94,415,752.95</b>	<b>100.111</b>	<b>94,519,111.34</b>	<b>94,467,102.77</b>	<b>100.049</b>	<b>94,461,021.45</b>	<b>281</b>		<b>0.349</b>	<b>0.349</b>



**Town of Addison**  
**Change in Value**  
 From 06/30/2014 to 09/30/2014

CUSIP	Security Type	Security Description	06/30/14 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	09/30/14 Book Value	06/30/14 Market Value	09/30/14 Market Value	Change in Mkt Value
<b>Pooled Funds</b>											
PCB-CASH	BANK DEP	PlainsCapital Bk - Cash	0.00	10,032,038.41	(10,032,038.41)	0.00	0.00	0.00	0.00	0.00	0.00
TEXPOOL	LGIP	TexPool	4,608,323.54	386.82	0.00	0.00	0.00	4,608,710.36	4,608,323.54	4,608,710.36	386.82
TEXSTAR	LGIP	TexSTAR	19,652,146.14	0.00	(5,966,529.46)	0.00	0.00	13,685,616.68	19,652,146.14	13,685,616.68	(5,966,529.46)
89233HGU2	CP - DISC	Toyota Mtr Cr 0.000 07/28/14	4,999,212.50	0.00	(5,000,000.00)	787.50	0.00	0.00	4,999,745.00	0.00	(4,999,745.00)
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	10,023,953.34	0.00	(10,023,953.34)	0.00	0.00	0.00	10,023,953.34	0.00	(10,023,953.34)
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	1,500,119.04	0.00	(1,500,000.00)	(119.04)	0.00	0.00	1,500,750.00	0.00	(1,500,750.00)
313385E44	AGCY DISCO	FHLB 0.000 09/03/14	1,999,680.00	0.00	(2,000,000.00)	320.00	0.00	0.00	1,999,800.00	0.00	(1,999,800.00)
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	2,541,220.11	3,845.10	0.00	0.00	0.00	2,545,065.21	2,541,220.11	2,545,065.21	3,845.10
313382MM2	AGCY BULET	FHLB 0.230 10/15/14	4,001,713.12	0.00	0.00	(1,482.52)	0.00	4,000,230.60	4,001,600.00	4,000,400.00	(1,200.00)
3130A03Q1	AGCY BULET	FHLB 0.210 11/07/14	2,000,627.26	0.00	0.00	(448.04)	0.00	2,000,179.22	2,000,800.00	2,000,200.00	(600.00)
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	2,017,153.47	2,899.46	0.00	0.00	0.00	2,020,052.93	2,017,153.47	2,020,052.93	2,899.46
CD-3820	CD	Green Bk CD 0.370 01/30/15	5,000,000.00	0.00	0.00	0.00	0.00	5,000,000.00	5,000,000.00	5,000,000.00	0.00
3130A16W3	AGCY BULET	FHLB 0.125 03/04/15	3,998,720.12	0.00	0.00	473.88	0.00	3,999,194.00	3,999,200.00	3,999,600.00	400.00
89233HQH0	CP - DISC	Toyota Mtr Cr 0.000 03/17/15	4,991,726.40	0.00	0.00	2,938.90	0.00	4,994,665.30	4,990,250.00	4,995,335.00	5,085.00
89233HRQ9	CP - DISC	Toyota Mtr Cr 0.000 04/24/15	0.00	4,990,659.72	0.00	2,222.23	0.00	4,992,881.95	0.00	4,992,845.00	4,992,845.00
36959JSV6	CP - DISC	GE Capital Corp 0.000 05/29/15	0.00	1,497,431.67	0.00	268.34	0.00	1,497,700.01	0.00	1,497,088.50	1,497,088.50
CD-5525	CD	East West Bk CD 0.395 09/03/15	0.00	4,001,168.93	0.00	0.00	0.00	4,001,168.93	0.00	4,001,168.93	4,001,168.93
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	10,041,212.26	13,926.58	0.00	0.00	0.00	10,055,138.84	10,041,212.26	10,055,138.84	13,926.58
3135G0NV1	AGCY BULET	FNMA 0.500 09/28/15	8,019,469.92	0.00	0.00	(3,913.12)	0.00	8,015,556.80	8,026,400.00	8,024,000.00	(2,400.00)
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	4,064,751.28	0.00	0.00	(12,241.24)	0.00	4,052,510.04	4,068,400.00	4,060,400.00	(8,000.00)
3133EDK84	AGCY CALL	FFCB 0.390 04/25/16	1,998,182.72	0.00	0.00	249.18	0.00	1,998,431.90	1,995,600.00	1,987,800.00	(7,800.00)
3134G56B6	AGCY CALL	FHLMC 0.580 08/26/16	3,000,000.00	0.00	0.00	0.00	0.00	3,000,000.00	2,996,700.00	2,985,600.00	(11,100.00)
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	0.00	10,000,000.00	0.00	0.00	0.00	10,000,000.00	0.00	10,000,000.00	10,000,000.00
3130A1N20	AGCY CALL	FHLB 0.750 10/28/16	4,000,000.00	0.00	0.00	0.00	0.00	4,000,000.00	4,002,000.00	4,002,000.00	0.00
<b>Total for Pooled Funds</b>			<b>98,458,211.22</b>	<b>30,542,356.69</b>	<b>(34,522,521.21)</b>	<b>(10,943.93)</b>	<b>0.00</b>	<b>94,467,102.77</b>	<b>98,465,253.86</b>	<b>94,461,021.45</b>	<b>(4,004,232.41)</b>
<b>Total for Town of Addison</b>			<b>98,458,211.22</b>	<b>30,542,356.69</b>	<b>(34,522,521.21)</b>	<b>(10,943.93)</b>	<b>0.00</b>	<b>94,467,102.77</b>	<b>98,465,253.86</b>	<b>94,461,021.45</b>	<b>(4,004,232.41)</b>



**Town of Addison**  
**Earned Income**  
 From 06/30/2014 to 09/30/2014

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
<b>Pooled Funds</b>									
TEXPOOL	LGIP	TexPool	0.00	386.82	386.82	0.00	0.00	0.00	386.82
TEXSTAR	LGIP	TexSTAR	0.00	1,432.13	1,432.13	0.00	0.00	0.00	1,432.13
89233HGU2	CP - DISC	Toyota Mtr Cr 0.000 07/28/14	0.00	0.00	0.00	0.00	0.00	787.50	787.50
CD-1233	CD	PlainsCapital Bk CD 0.320 08/22/14	3,515.25	4,569.82	8,085.07	0.00	0.00	0.00	4,569.82
3134G3YW4	AGCY BULET	FHLMC 0.375 08/28/14	1,890.63	921.87	2,812.50	0.00	0.00	(119.04)	802.83
313385E44	AGCY DISCO	FHLB 0.000 09/03/14	0.00	0.00	0.00	0.00	0.00	320.00	320.00
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	41.77	3,845.17	3,845.10	0.00	41.84	0.00	3,845.17
313382MM2	AGCY BULET	FHLB 0.230 10/15/14	1,942.22	2,300.00	0.00	0.00	4,242.22	(1,482.52)	817.48
3130A03Q1	AGCY BULET	FHLB 0.210 11/07/14	630.00	1,050.00	0.00	0.00	1,680.00	(448.04)	601.96
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	378.01	2,900.00	2,899.46	0.00	378.55	0.00	2,900.00
CD-3820	CD	Green Bk CD 0.370 01/30/15	3,142.47	4,663.01	4,612.33	0.00	3,193.15	0.00	4,663.01
3130A16W3	AGCY BULET	FHLB 0.125 03/04/15	1,625.00	1,250.00	2,500.00	0.00	375.00	473.88	1,723.88
89233HQH0	CP - DISC	Toyota Mtr Cr 0.000 03/17/15	0.00	0.00	0.00	0.00	0.00	2,938.90	2,938.90
89233HRQ9	CP - DISC	Toyota Mtr Cr 0.000 04/24/15	0.00	0.00	0.00	0.00	0.00	2,222.23	2,222.23
36959JSV6	CP - DISC	GE Capital Corp 0.000 05/29/15	0.00	0.00	0.00	0.00	0.00	268.34	268.34
CD-5525	CD	East West Bk CD 0.395 09/03/15	0.00	1,212.23	1,168.93	0.00	43.30	0.00	1,212.23
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	2,118.28	13,929.52	13,926.58	0.00	2,121.22	0.00	13,929.52
3135G0NV1	AGCY BULET	FNMA 0.500 09/28/15	10,333.33	10,000.00	20,000.00	0.00	333.33	(3,913.12)	6,086.88
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	11,736.11	16,250.00	0.00	0.00	27,986.11	(12,241.24)	4,008.76
3133EDK84	AGCY CALL	FFCB 0.390 04/25/16	1,430.00	1,950.00	0.00	0.00	3,380.00	249.18	2,199.18
3134G56B6	AGCY CALL	FHLMC 0.580 08/26/16	1,498.33	4,350.01	4,156.67	0.00	1,691.67	0.00	4,350.01
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	0.00	4,863.01	0.00	0.00	4,863.01	0.00	4,863.01
3130A1N20	AGCY CALL	FHLB 0.750 10/28/16	5,250.00	7,500.00	0.00	0.00	12,750.00	0.00	7,500.00
<b>Total for Pooled Funds</b>			<b>45,531.40</b>	<b>83,373.59</b>	<b>65,825.59</b>	<b>0.00</b>	<b>63,079.40</b>	<b>(10,943.93)</b>	<b>72,429.66</b>
<b>Total for Town of Addison</b>			<b>45,531.40</b>	<b>83,373.59</b>	<b>65,825.59</b>	<b>0.00</b>	<b>63,079.40</b>	<b>(10,943.93)</b>	<b>72,429.66</b>



**Town of Addison**  
**Investment Transactions**  
 From 07/01/2014 to 09/30/2014

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
<b>Pooled Funds</b>															
<b>Maturities</b>															
07/28/14	07/28/14	89233HGU2	CP - DISC	Toyota Mtr Cr		07/28/14		5,000,000.00	100.000	5,000,000.00	0.00	5,000,000.00		0.210	
08/22/14	08/22/14	CD-1233	CD	PlainsCapital Bk CD	0.320	08/22/14		10,023,953.34	100.000	10,023,953.34	0.00	10,023,953.34		0.320	
08/28/14	08/28/14	3134G3YW4	AGCY BULET	FHLMC	0.375	08/28/14		1,500,000.00	100.000	1,500,000.00	0.00	1,500,000.00		0.329	
09/03/14	09/03/14	313385E44	AGCY DISCO	FHLB		09/03/14		2,000,000.00	100.000	2,000,000.00	0.00	2,000,000.00		0.090	
<b>Total for: Maturities</b>								<b>18,523,953.34</b>		<b>18,523,953.34</b>	<b>0.00</b>	<b>18,523,953.34</b>		<b>0.266</b>	
<b>Purchases</b>															
07/29/14	07/29/14	89233HRQ9	CP - DISC	Toyota Mtr Cr		04/24/15		5,000,000.00	99.813	4,990,659.72	0.00	4,990,659.72		0.250	0.250
09/03/14	09/03/14	36959JSV6	CP - DISC	GE Capital Corp		05/29/15		1,500,000.00	99.829	1,497,431.67	0.00	1,497,431.67		0.230	0.230
09/03/14	09/03/14	CD-5525	CD	East West Bk CD	0.395	09/03/15		4,000,000.00	100.000	4,000,000.00	0.00	4,000,000.00		0.395	0.395
09/04/14	09/04/14	CD-7123	CD	Comerica Bk CD	0.710	09/06/16		10,000,000.00	100.000	10,000,000.00	0.00	10,000,000.00		0.710	0.710
<b>Total for: Purchases</b>								<b>20,500,000.00</b>		<b>20,488,091.39</b>	<b>0.00</b>	<b>20,488,091.39</b>		<b>0.501</b>	<b>0.501</b>
<b>Income Payments</b>															
07/08/14	07/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,539.18	4,539.18			
07/08/14	07/19/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	945.03	945.03			
07/30/14	07/30/14	CD-3820	CD	Green Bk CD	0.370	01/30/15				0.00	4,612.33	4,612.33			
07/31/14	07/31/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,294.98	1,294.98			
08/08/14	08/19/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	976.98	976.98			
08/17/14	08/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,692.61	4,692.61			
08/22/14	08/22/14	CD-1233	CD	PlainsCapital Bk CD	0.320	08/22/14				0.00	8,085.07	8,085.07			
08/26/14	08/26/14	3134G56B6	AGCY CALL	FHLMC	0.580	08/26/16				0.00	4,156.67	4,156.67			
08/28/14	08/28/14	3134G3YW4	AGCY BULET	FHLMC	0.375	08/28/14				0.00	2,812.50	2,812.50			
08/31/14	08/31/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,295.64	1,295.64			
09/04/14	09/04/14	3130A16W3	AGCY BULET	FHLB	0.125	03/04/15				0.00	2,500.00	2,500.00			
09/08/14	09/19/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14				0.00	977.45	977.45			
09/17/14	09/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15				0.00	4,694.79	4,694.79			
09/28/14	09/28/14	3135GONV1	AGCY BULET	FNMA	0.500	09/28/15				0.00	20,000.00	20,000.00			
09/30/14	09/30/14	CD-5525	CD	East West Bk CD	0.395	09/03/15				0.00	1,168.93	1,168.93			



**Town of Addison**  
**Investment Transactions**  
 From 07/01/2014 to 09/30/2014

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
<b>Pooled Funds</b>															
<b>Income Payments</b>															
09/30/14	09/30/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14				0.00	1,254.48	1,254.48			
<b>Total for: Income Payments</b>										<b>0.00</b>	<b>64,006.64</b>	<b>64,006.64</b>			
<b>Capitalized Interest</b>															
07/08/14	07/08/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		945.03	100.000	945.03	0.00	945.03			
07/17/14	07/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,539.18	100.000	4,539.18	0.00	4,539.18			
07/31/14	07/31/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,294.98	100.000	1,294.98	0.00	1,294.98			
08/08/14	08/08/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		976.98	100.000	976.98	0.00	976.98			
08/17/14	08/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,692.61	100.000	4,692.61	0.00	4,692.61			
08/31/14	08/31/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,295.64	100.000	1,295.64	0.00	1,295.64			
09/08/14	09/08/14	CD-6693-1	CD	Comerica Bk CD	0.570	12/19/14		977.45	100.000	977.45	0.00	977.45			
09/17/14	09/17/14	CD-3620	CD	Comerica Bk CD	0.550	09/17/15		4,694.79	100.000	4,694.79	0.00	4,694.79			
09/30/14	09/30/14	CD-5525	CD	East West Bk CD	0.395	09/03/15		1,168.93	100.000	1,168.93	0.00	1,168.93			
09/30/14	09/30/14	CD-2270-1	CD	ViewPoint Bk CD	0.600	10/08/14		1,254.48	100.000	1,254.48	0.00	1,254.48			
<b>Total for: Capitalized Interest</b>								<b>21,840.07</b>	<b>21,840.07</b>	<b>0.00</b>	<b>21,840.07</b>				



**Town of Addison**  
**Investment Transactions**  
*From 07/01/2014 to 09/30/2014*

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 Maturities	18,523,953.34	18,523,953.34		0.266	
Total Purchases	20,500,000.00	20,488,091.39		0.501	0.501
Total Income Payments	0.00	64,006.64			
Total Capitalized Interest	21,840.07	21,840.07			



**Town of Addison**  
**Amortization and Accretion**  
 From 06/30/2014 to 09/30/2014

CUSIP	Settle Date	Security Type	Security Description	Next Call Date	Purchase Qty	Orig Price	Original Cost	Amrt/Accr for Period	Total Amrt/Accr Since Purch	Remaining Disc / Prem	Book Value
<b>Pooled Funds</b>											
89233HGU2	01/27/14	CP - DISC	Toyota Mtr Cr 0.000 07/28/14		0.00	99.894	0.00	787.50	0.00	0.00	0.00
CD-1233	08/22/13	CD	PlainsCapital Bk CD 0.320 08/22/14		0.00	100.000	0.00	0.00	0.00	0.00	0.00
3134G3YW4	08/28/12	AGCY BULET	FHLMC 0.375 08/28/14		0.00	100.092	0.00	(119.04)	0.00	0.00	0.00
313385E44	03/26/14	AGCY DISCO	FHLB 0.000 09/03/14		0.00	99.960	0.00	320.00	0.00	0.00	0.00
CD-2270-1	04/08/13	CD	ViewPoint Bk CD 0.600 10/08/14		2,545,065.21	100.000	2,545,065.21	0.00	0.00	0.00	2,545,065.21
313382MM2	05/21/14	AGCY BULET	FHLB 0.230 10/15/14		4,000,000.00	100.059	4,002,372.00	(1,482.52)	(2,141.40)	(230.60)	4,000,230.60
3130A03Q1	03/26/14	AGCY BULET	FHLB 0.210 11/07/14		2,000,000.00	100.055	2,001,100.00	(448.04)	(920.78)	(179.22)	2,000,179.22
CD-6693-1	12/10/12	CD	Comerica Bk CD 0.570 12/19/14		2,020,052.93	100.000	2,020,052.93	0.00	0.00	0.00	2,020,052.93
CD-3820	01/29/14	CD	Green Bk CD 0.370 01/30/15		5,000,000.00	100.000	5,000,000.00	0.00	0.00	0.00	5,000,000.00
3130A16W3	03/26/14	AGCY BULET	FHLB 0.125 03/04/15		4,000,000.00	99.955	3,998,220.00	473.88	974.00	806.00	3,999,194.00
89233HQH0	06/20/14	CP - DISC	Toyota Mtr Cr 0.000 03/17/15		5,000,000.00	99.828	4,991,375.00	2,938.90	3,290.30	5,334.70	4,994,665.30
89233HRQ9	07/29/14	CP - DISC	Toyota Mtr Cr 0.000 04/24/15		5,000,000.00	99.813	4,990,659.72	2,222.23	2,222.23	7,118.05	4,992,881.95
36959JSV6	09/03/14	CP - DISC	GE Capital Corp 0.000 05/29/15		1,500,000.00	99.829	1,497,431.67	268.34	268.34	2,299.99	1,497,700.01
CD-5525	09/03/14	CD	East West Bk CD 0.395 09/03/15		4,001,168.93	100.000	4,001,168.93	0.00	0.00	0.00	4,001,168.93
CD-3620	09/17/13	CD	Comerica Bk CD 0.550 09/17/15		10,055,138.84	100.000	10,055,138.84	0.00	0.00	0.00	10,055,138.84
3135G0NV1	03/26/14	AGCY BULET	FNMA 0.500 09/28/15		8,000,000.00	100.295	8,023,600.00	(3,913.12)	(8,043.20)	(15,556.80)	8,015,556.80
31398A4M1	10/07/13	AGCY BULET	FNMA 1.625 10/26/15		4,000,000.00	102.515	4,100,600.00	(12,241.24)	(48,089.96)	(52,510.04)	4,052,510.04
3133EDK84	04/25/14	AGCY CALL	FFCB 0.390 04/25/16	07/25/14	2,000,000.00	99.900	1,998,000.00	249.18	431.90	1,568.10	1,998,431.90
3134G56B6	05/30/14	AGCY CALL	FHLMC 0.580 08/26/16	11/26/14	3,000,000.00	100.000	3,000,000.00	0.00	0.00	0.00	3,000,000.00
CD-7123	09/04/14	CD	Comerica Bk CD 0.710 09/06/16		10,000,000.00	100.000	10,000,000.00	0.00	0.00	0.00	10,000,000.00
3130A1N20	04/28/14	AGCY CALL	FHLB 0.750 10/28/16	10/28/14	4,000,000.00	100.000	4,000,000.00	0.00	0.00	0.00	4,000,000.00
<b>Total for Pooled Funds</b>					<b>76,121,425.91</b>		<b>76,224,784.30</b>	<b>(10,943.93)</b>	<b>(52,008.57)</b>	<b>(51,349.82)</b>	<b>76,172,775.73</b>
<b>Total for Town of Addison</b>					<b>76,121,425.91</b>		<b>76,224,784.30</b>	<b>(10,943.93)</b>	<b>(52,008.57)</b>	<b>(51,349.82)</b>	<b>76,172,775.73</b>



**Town of Addison**  
**Projected Cash Flows**

Cash Flows for next 180 days from 09/30/2014

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
<b>Pooled Funds</b>						
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	10/06/14	5,916.66	0.00	5,916.66
CD-2270-1	CD	ViewPoint Bk CD 0.600 10/08/14	10/08/14	334.69	2,545,065.21	2,545,399.90
313382MM2	AGCY BULET	FHLB 0.230 10/15/14	10/15/14	4,600.00	4,000,000.00	4,004,600.00
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	10/17/14	4,545.47	0.00	4,545.47
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	10/19/14	946.38	0.00	946.38
3133EDK84	AGCY CALL	FFCB 0.390 04/25/16	10/25/14	3,900.00	0.00	3,900.00
31398A4M1	AGCY BULET	FNMA 1.625 10/26/15	10/26/14	32,500.00	0.00	32,500.00
3130A1N20	AGCY CALL	FHLB 0.750 10/28/16	10/28/14	15,000.00	0.00	15,000.00
CD-3820	CD	Green Bk CD 0.370 01/30/15	10/30/14	4,663.01	0.00	4,663.01
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	11/06/14	5,916.66	0.00	5,916.66
3130A03Q1	AGCY BULET	FHLB 0.210 11/07/14	11/07/14	2,100.00	2,000,000.00	2,002,100.00
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	11/17/14	4,696.98	0.00	4,696.98
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	11/19/14	977.92	0.00	977.92
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	12/06/14	5,916.66	0.00	5,916.66
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	12/17/14	4,545.47	0.00	4,545.47
CD-6693-1	CD	Comerica Bk CD 0.570 12/19/14	12/19/14	946.38	2,020,052.93	2,020,999.31
CD-5525	CD	East West Bk CD 0.395 09/03/15	12/31/14	3,951.15	0.00	3,951.15
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	01/06/15	5,916.66	0.00	5,916.66
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	01/17/15	4,696.98	0.00	4,696.98
CD-3820	CD	Green Bk CD 0.370 01/30/15	01/30/15	4,663.01	5,000,000.00	5,004,663.01
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	02/06/15	5,916.66	0.00	5,916.66
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	02/17/15	4,696.98	0.00	4,696.98
3134G56B6	AGCY CALL	FHLMC 0.580 08/26/16	02/26/15	8,700.00	0.00	8,700.00
3130A16W3	AGCY BULET	FHLB 0.125 03/04/15	03/04/15	2,500.00	4,000,000.00	4,002,500.00
CD-7123	CD	Comerica Bk CD 0.710 09/06/16	03/06/15	5,916.66	0.00	5,916.66
CD-3620	CD	Comerica Bk CD 0.550 09/17/15	03/17/15	4,242.44	0.00	4,242.44
89233HQH0	CP - DISC	Toyota Mtr Cr 0.000 03/17/15	03/17/15	0.00	5,000,000.00	5,000,000.00
3135G0NV1	AGCY BULET	FNMA 0.500 09/28/15	03/28/15	20,000.00	0.00	20,000.00
<b>Total for Pooled Funds</b>				<b>168,706.82</b>	<b>24,565,118.14</b>	<b>24,733,824.96</b>



**Town of Addison**  
**Projected Cash Flows**  
*Cash Flows for next 180 days from 09/30/2014*

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

	October 2014	72,406.21	6,545,065.21	6,617,471.42
	November 2014	13,691.56	2,000,000.00	2,013,691.56
	December 2014	15,359.66	2,020,052.93	2,035,412.59
	January 2015	15,276.65	5,000,000.00	5,015,276.65
	February 2015	19,313.64	0.00	19,313.64
	March 2015	32,659.10	9,000,000.00	9,032,659.10
<b>Total Projected Cash Flows for Town of Addison</b>				<b>168,706.82      24,565,118.14      24,733,824.96</b>

**Combined Meeting**

**R9**

**Meeting Date:** 11/25/2014

**Council Goals:** Infrastructure improvement and maintenance  
Implement bond propositions

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**AGENDA CAPTION:**

Presentation and discussion regarding the Quarterly Update for the Capital Improvement Program and other Town projects.

**FINANCIAL IMPACT:**

There is no financial impact.

**BACKGROUND:**

Staff will provide an update on the various capital improvement projects.

**RECOMMENDATION:**

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**Attachments**

Capital Projects Update Presentation

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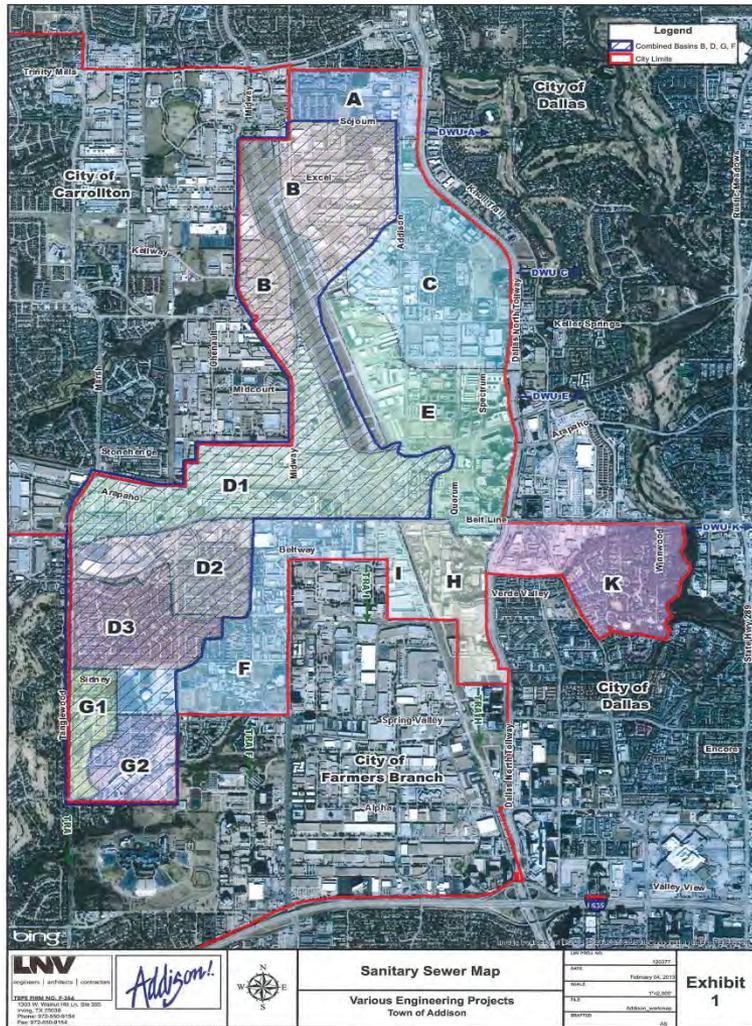


## **Capital Projects Update**

November 25, 2014



# Wastewater System Evaluation and Assessment



- System evaluation survey
- Inspection and analysis of manholes complete
- Vapor testing Basins A and C complete
- Year 3 approval on 11/25 Council Agenda
  - Complete analysis of remaining basins
- Year 2 budget - \$320,633
  - To date: \$129,651.90
  - Remaining: \$190,981.10



# Belt Line Road – Utilities Conversion

## Marsh Lane to Midway



- Construction began November 10, 2014
- First activities are: first work activities will be in Carrollton, traffic control and signage, bore across Marsh Lane
- Telecom Utility agreements
  - TWC – Approved 11/11
  - Fiberlight – City Attorney review
  - AT&T – in process
- Property Acquisition – 31 parcels
  - 11 properties have accepted offer
  - 20 in final negotiations



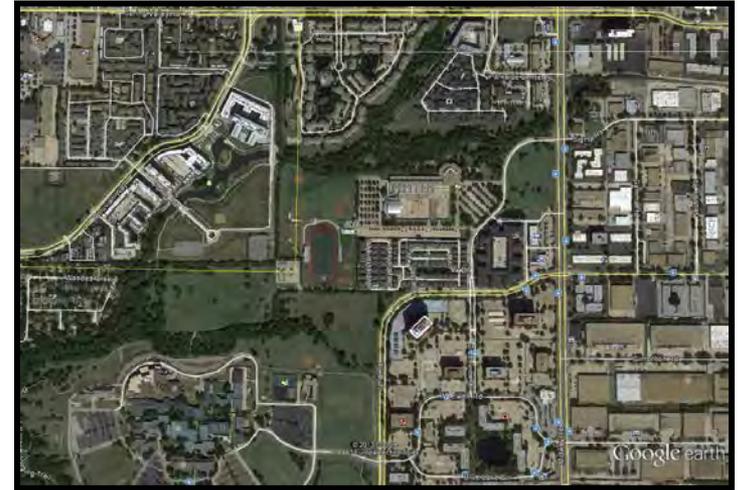
# Phase I Summary of Cost

	Budget Amt	Exp to date
• Civil Construction	\$ 8,820,802	\$0.00
• Contingency	\$ 352,832	\$0.00
• Land Acquisition	\$ 930,000	\$0.00
• Land Acquisition contingency (25%)	\$ 232,500	\$0.00
• Oncor Reimbursement	\$ 4,600,000	\$0.00
• Telecom Reimbursement	\$ 400,000	\$213,242
• Engineering	\$ 1,206,000	\$1,206,000
• PM & Construction Inspection	\$ 362,000	\$100,000(PM)
• Appraisal fee	\$ 113,000	\$113,000
• Geotech & Materials Testing	\$ 91,000	\$10,000
• Direct Costs (Printing, Adv., Etc.)	\$ 71,000	\$10,000
<b>Phase I Total</b>	<b>\$17,133,134</b>	<b>\$1,652,242</b>



# Vitruvian Phase IV

- Brookhaven Board of Trustees approved alignment 11/4
- Will need Farmers Branch Planning and Zoning approval
- Interlocal agreement between Farmers Branch, Dallas Community College, and Addison
- Budget: \$1,775,597
  - Design: \$301,000
  - Spent to date: \$99,274.76
  - Remaining: \$201,725.24





# Water System Assessment & Evaluation

- Existing system assessment
- Develop CIP projects and O&M practices
- Field work 100% complete
- Building GIS map and water model
- Budget: \$386,500
  - To date: \$108,359.90
  - Remaining: \$278,140.10





# Pond De-Silting Projects

## Les Lacs Pond:

- No desilting needed
- Second round of water quality testing scheduled for late Nov.
- Once complete, BMPs to improve quality will be recommended



## Winnwood Pond:

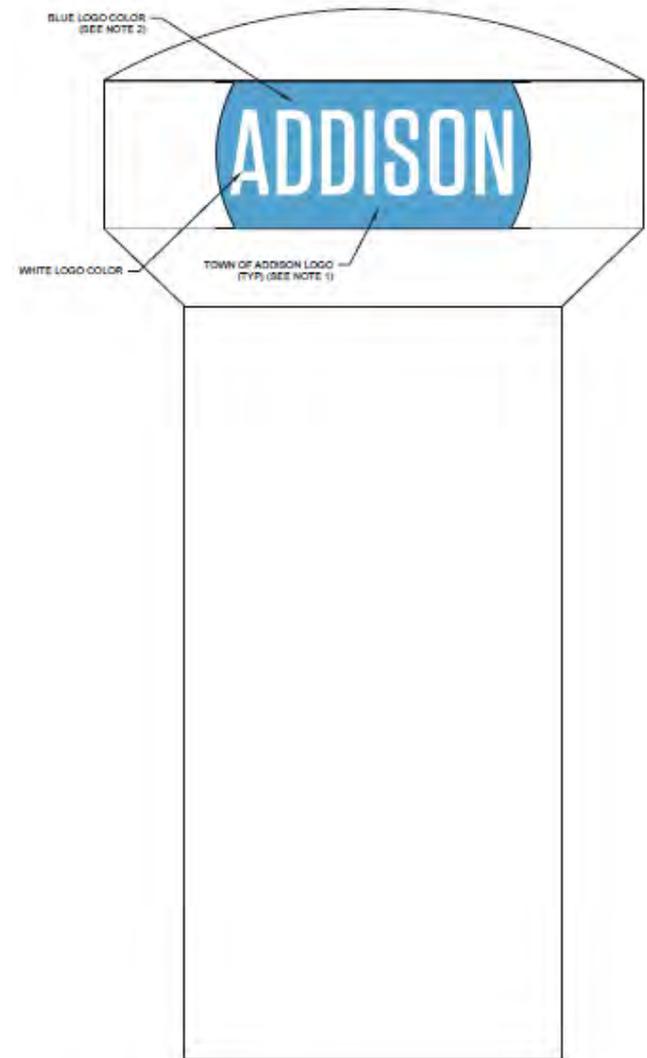
- Final plans to be issued in early Dec.
- USCAE permit required for de-silting work
- Late spring start to avoid wetter weather
- Design budget - \$147,496
  - To date: \$139,947.74
  - Remaining: \$7,548.26





# Addison Circle EST Rehabilitation

- Removal and replacement of coating system: internal and external, various structural improvements
- Apply new logo
- Award of bid on 11/25 Council Agenda
- Contract amount:
  - \$1,274,007.77
- To date:
  - \$0.00
- Remaining:
  - \$0.00





# Midway Road Street Reconstruction

SM



- October 15, 2014 Design Kick-off
- Final design expected March, 2016
- Bidding and project award expected June 2016
- Requires boundary adjustment for outside northbound lane
  
- \$16 million bonds approved
- Project Management Cost: \$543,816
  - Spent to date: \$57,573.52
  - Remaining: \$486,242.48
  
- Design contract amount: \$1,998,859
  - Spent to date: \$0.00
  - Remaining: \$0.00





# Addison Road Rehabilitation Project



- Garver Engineers 70% complete study and design
- 3 alternatives proposed
  - Full depth repairs
  - Full depth repairs with intermittent overlay
  - Full depth repairs with overlay and micro-surfacing (NovaChip)
- Design contract amount: **\$89,850**
  - Spent to date: \$42,516.97
  - Remaining: \$47,333.03



# Airport Master Plan



- Airport Master Plan Update
- Revisions to property map complete
- Facility requirements complete
- Lease review and progress
- Development standards recommendations in process
- Advisory Committee meeting August 20<sup>th</sup>
- Plan completion expected March, 2015
- Contract amount \$239,000
  - To date: \$153,375
  - Remaining: \$85,265
- Administered by TxDOT Aviation





# Pedestrian Connectivity Project

## North & South Quorum



- **South Quorum Lighting**
  - Final construction documents have been submitted to the Town for bidding and construction.
  - The Town is in the process of coordinating easements with property owners
  - The project will be put out for bid once the easements are secured.
  - **Estimated Project Cost is \$910,000.**



# Pedestrian Connectivity Project

## Beltway/Proton



- **Phase 1 – Trail extension from Fire Station 2 to Arapaho Road:**
  - The Redding Trail Expansion is currently under construction and is expected to be complete by the beginning of the new year.
  - **Project cost is \$230,000 which is partially funded by Dallas County.**
- **Phase 2 – Enhanced Lighting along Beltway and Proton Drives, Pedestrian Enhancements along Beltway (Addison Athletic Club and East Beltway):**
  - 100% Construction Documents have been submitted for bidding and construction
  - Project bidding to begin in December.
  - **Estimated project cost is \$2,000,000.**





# Athletic Club Master Plan Update



**ADDISON ATHLETIC CLUB**  
**MASTER PLAN FOCUS GROUPS**

**JOIN US ON DECEMBER 3<sup>RD</sup> AND 4<sup>TH</sup>.**  
**WE WANT TO HEAR FROM YOU!**

**Wednesday, December 3<sup>rd</sup>, 2014**

- 7:30 – 8:30 am (Fitness AM)
- 8:30 – 9:30 am (Community/Coffee/Library Groups)
- 9:30 – 10:30 am (Pacesetters)
- 10:30 – 11:30 am (Trainers and Instructors)
- 4:30 – 5:30 pm (Young Families)
- 5:30 – 6:30 pm (Aquatics)
- 6:30 – 7:30 pm (Fitness PM)
- 7:30 – 8:30 pm (Open Session)

**Thursday, December 4<sup>th</sup>, 2014**

- 7:30 – 8:30 am (Fitness AM)
- 8:30 – 9:30 am (Aquatics)
- 9:30 – 10:30 am (Young Families)
- 10:30 – 11:30 am (Open Session)
- 4:30 – 5:30 pm (Pacesetters)
- 5:30 – 6:30 pm (Sports Users)
- 6:30 – 7:30 pm (Fitness PM)
- 7:30 – 8:30 pm (Community/Coffee/Library Groups)

**MORE INFORMATION AVAILABLE AT THE ATHLETIC CLUB OR ONLINE AT:**  
**[HTTP://ADDISONTX.MINDMIXER.COM](http://addisontx.mindmixer.com)**



## LET YOUR VOICE BE HEARD!

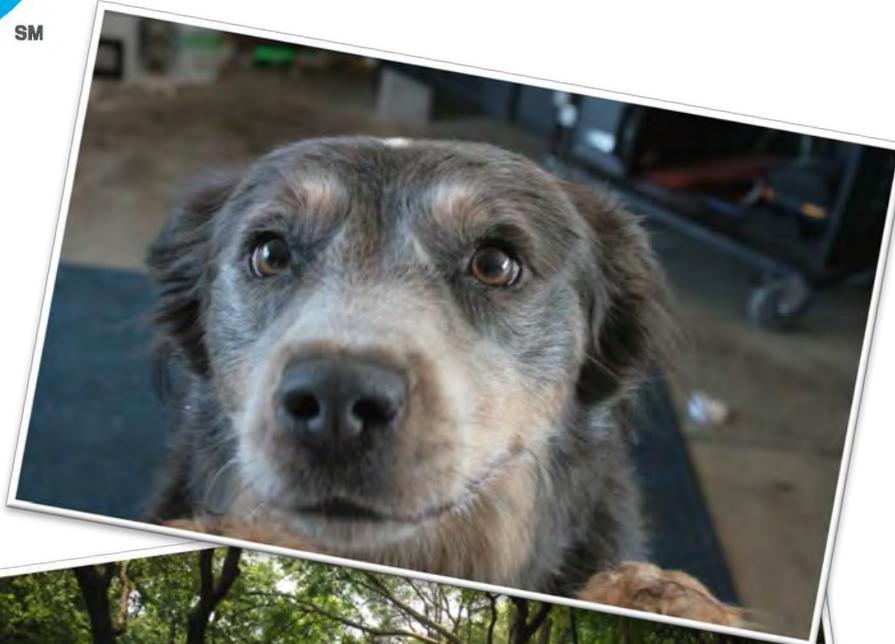
We need your help to update the Athletic Club Master Plan! Your feedback will shape a plan for future renovations and upgrades, so that we can continue providing the Addison Community with a facility that meets the current and future needs.

- **Focus Groups**
  - December 3<sup>rd</sup> and 4<sup>th</sup> at the Addison Athletic Club
- **Online Survey**
  - <http://addisontx.mindmixer.com/>
- **Survey**
  - Available at the front desk of the Athletic Club.



# Dog Park Feasibility Study

## Town Park



- **Landscape Architect**
  - TBG Partners was chosen through the IDIQ process
- **Project to begin in January and completed by late-spring. Work will include:**
  - An analysis of the existing conditions in Town Park
  - A review of dog park committee report
  - The preparation of 2-3 conceptual design plans with estimates of probably cost
- **Project is funded in the 2014-2015 budget**
  - Project cost is not to exceed \$20,000



**Questions?**

## **Combined Meeting**

**R10**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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### **AGENDA CAPTION:**

Presentation, discussion, consider and take action (including possible termination) regarding the Agreement for the Operation and Management of Addison Airport between the Town and URS Energy & Construction, Inc. (URS), operator of the Addison Airport pursuant to that Agreement, and the acquisition of URS by AECOM Technology Corporation.

### **FINANCIAL IMPACT:**

N/A

### **BACKGROUND:**

In January 2001, Washington Staubach Addison Airport Joint Venture was created to manage the operation and maintenance of Addison Airport. In September 2010, two separate contracts were executed with URS and SAMI for the operation and real estate activities. On October 24, 2014, URS (Operator) notified the Town that the company has been acquired by AECOM.

Section 16.B. of the Management and Operations Agreement states that the Operator must give prior written notice of a Transfer of Control to the Town. If the Town elects not to provide its approval of the transfer of control, the Town's sole remedy is to terminate the agreement within 60 days of receiving the written notice.

The Town may decide to:

1. Accept the Transfer of Control from URS to AECOM.
2. Terminate the management agreement and re-compete the operation and maintenance of the airport.
3. Terminate the management agreement and offer employment to the current employees at the airport.

The staff met with the Airport Liaisons and the committee recommends that the Town accept the Transfer of Control from URS to AECOM for the following reasons:

1. Continuity – Airport's recently completed Strategic Plan and the Master Plan that is in progress, a change in management structure would be disruptive.
2. The current Operator has been on the project since 2000 giving a great deal

of institutional memory and history.

3. Airport staff members are in good standing and have performed in an excellent manner over the years. No concerns with poor performance.
4. URS and now AECOM's commitment to safety has been to the Town's benefit and safety training has been provided at no cost to the Town. All personnel are safety trained and the supervisors are certified Safety Trained Supervisors
5. Operator provides outside training in Project Management and on other topics at no cost to the Town. The airport director is a certified project manager.
6. The third-party Operator provides an extra layer of liability protection.
7. The Transfer of Control does not change the management or reporting structure of the project.
8. Per the terms of the contract, the Town can chose to Terminate for Convenience by giving notice of its intention to do so per the term of the contract.

**RECOMMENDATION:**

Administration recommends approval.

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## **Combined Meeting**

**R11**

**Meeting Date:** 11/25/2014

**Council Goals:** Infrastructure improvement and maintenance

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### **AGENDA CAPTION:**

Presentation, discussion, consider and take action authorizing the City Manager to execute a contract with Garver, LLC for engineering services related to a city-wide streets and sidewalk assessment and capital improvement program for an amount not to exceed \$150,000.

### **FINANCIAL IMPACT:**

Funds are available in the Infrastructure Investment Fund.

### **BACKGROUND:**

In 2009, an assessment of the condition of Addison's streets and sidewalks was completed. The assessment was updated in 2010. In an effort to maintain our critical infrastructure, staff proposed and council approved an update of that assessment to be funded through the newly created Infrastructure Investment Fund.

Garver has submitted a proposal to perform these services under a professional engineering design service contract. This assessment will allow staff to plan for budgeting yearly street and sidewalk maintenance projects as well as total replacement for severely deteriorated streets and sidewalks for future bond programs.

The scope of services includes: a review of the previous assessment report; field evaluation of the existing streets and sidewalk, curb and gutter, and storm water inlet conditions; an opinion of probable costs; prioritization of repair costs for Operations and Maintenance budgeting purposes; scheduling recommendations for proposed construction projects; and the formulation of a full Capital Improvement Program that will address all elements listed above.

The services provided will be in an amount not to exceed \$150,000.

### **RECOMMENDATION:**

Administration recommends approval.

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## Combined Meeting

R12

**Meeting Date:** 11/25/2014

**Council Goals:** Mindful stewardship of Town Resources.  
Infrastructure improvement and maintenance  
Develop Next Great Idea

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### **AGENDA CAPTION:**

Presentation, discussion, consider and take action authorizing the City Manager to execute an Engineering Design and Professional Services agreement between the Town of Addison and LNV, Inc., for the final year of the Sanitary Sewer System Evaluation and Study in an amount not to exceed \$445,297.50.

### **FINANCIAL IMPACT:**

Funding for the Engineering Design and Professional Services contract is allocated to the Town's Wastewater Master Plan Capital Projects Fund.

### **BACKGROUND:**

The second year of the Sanitary Sewer Study and Evaluation commenced in January of 2014 and is coming to completion. The purpose of this program is to evaluate the existing infrastructure and then propose the necessary repairs and/or improvements. With new EPA/TCEQ regulations, advancements in technology, development and redevelopment, and methodology combined with the age of the system, it is critical to fully investigate the current condition and capacity of the system. This will allow the Town to develop strategic cost effective solutions for the Master Plan, Capital Improvement Plan (CIP), and the Operations and Maintenance (O&M) practices.

The first year focused on the Town's known trouble spots and the second year focused on sanitary sewer basins A & C and the Airport. We were also able to flow meter six of the eight sanitary sewer basins, the final two will be flow tested in the final year. This approach coupled with some limited vapor testing allowed us to refine our approach for the final year, which allowed us to finish the study one year earlier than originally anticipated and begin our CIP sooner. The final year's scope of work includes:

- Temporary flow monitoring (Installation of temporary flow meters in the sanitary sewer lines. These meters will measure the existing sanitary flow through the system. Those figures will be compared to water sales which will give us a comprehensive picture of the inflow and infiltration into the system).
- Sanitary Sewer Modeling
- Manhole inspections and survey

- Evaluation of existing system capacity
- Identification of areas that are either at or over capacity
- Identification and verification of the Town's wastewater basins

At the end of the study the Town will receive:

- Final Master Plan
- Meter Evaluation and report
- Addison Airport Wastewater System Report
- Recycle/Reuse Study
- Updated GIS Map
- Manhole and Sewer Improvement Alternatives and Recommended Solutions
- Capital Improvement Plan (CIP)
- Updated O&M Procedures

**RECOMMENDATION:**

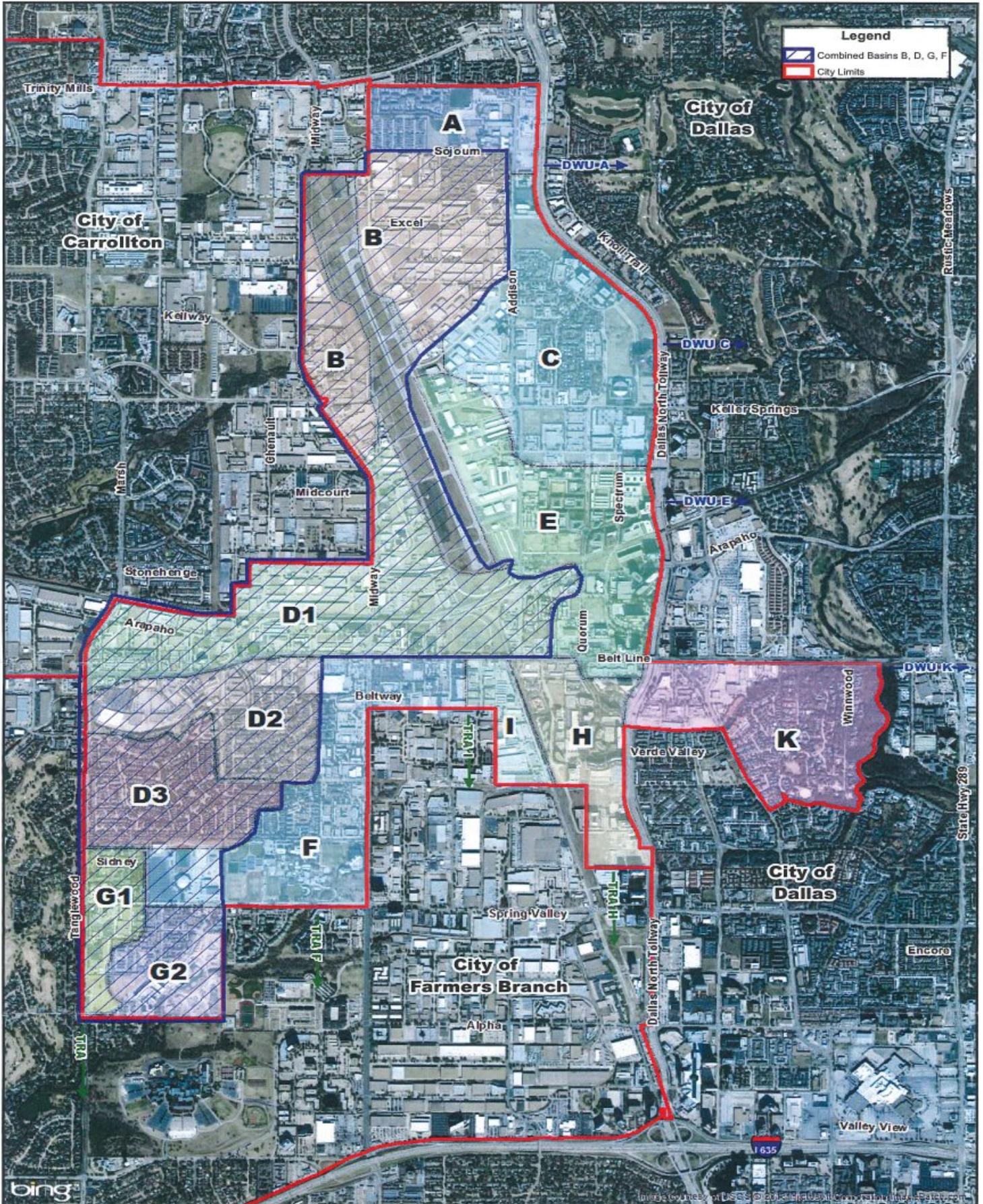
Administration recommends approval.

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**Attachments**

Basin Map

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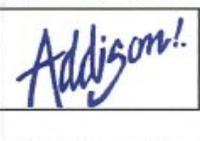


**Legend**

- Combined Basins B, D, G, F
- City Limits

**LNV**  
engineers | architects | contractors

TYPE FIRM NO. F-346  
1303 W. Walnut Hill Ln, Ste 305  
Irving, TX 75038  
Phone: 972-550-9154  
Fax: 972-550-9154



**Sanitary Sewer Map**

**Various Engineering Projects**

**Town of Addison**

LNV PROJ. NO.	120377
DATE	February 04, 2013
SCALE	1"=2,000'
FILE	Addison_workmap
DRAFTED	AS

**Exhibit**  
**1**

Path: C:\Users\abasil\Documents\Project Files\Quick Reference\Addison Sewer\Addison\_workmap.rvt

## **Combined Meeting**

**R13**

**Meeting Date:** 11/25/2014

**Council Goals:** Infrastructure improvement and maintenance

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### **AGENDA CAPTION:**

Presentation, discussion, consider, and take action authorizing the City Manager to execute a construction contract with TMI Coatings, Inc., for the Addison Circle Elevated Storage Tank Rehabilitation project in an amount not to exceed \$1,274,007.77.

### **FINANCIAL IMPACT:**

Funding for this project is allocated in the Town's Utilities Capital Projects Fund.

### **BACKGROUND:**

In June 2014, Council authorized a contract with Kleinfelder to perform the design of the Addison Circle Elevated Storage Tank rehabilitation. This is the first project from the Water Storage Facilities Capital Improvement Program that was completed in early summer 2014.

The project will consist of the removal of the existing coating on the "bowl" (upper portion of the tank), both inside and outside, and the outside of the "pedestal" (lower portion of the tank). During this operation, some of the internal structural elements of the tank will be replaced and a new railing will be installed on the top of the bowl. The entire tank will then be re-coated and the new Addison logo will be applied. Other items addressed during this construction project include: installation of a motor-operated shut-off valve, installation of a new, safer climb assist railing, recoating of the internal piping, and several elements associated with the Town's SCADA system will be updated and improved.

The design for this project was completed in early September and the project was immediately put out for bid. In response to that advertisement for bids, the Town received 5 bids. The lowest bidder, Utility Service Co., Inc., was disqualified from the bid for failure to have the required SSPC QP-2 Coating Certification. TMI Coatings, Inc., was therefore determined to be the lowest, qualified, and responsible bidder. TMI Coatings, Inc., has an excellent track record of successful, on-time elevated storage tank rehabilitation projects throughout the United States. Staff is confident in their ability to perform this work.

Once notice to proceed is issued, the construction is expected to take 6 to 8 months.

**RECOMMENDATION:**

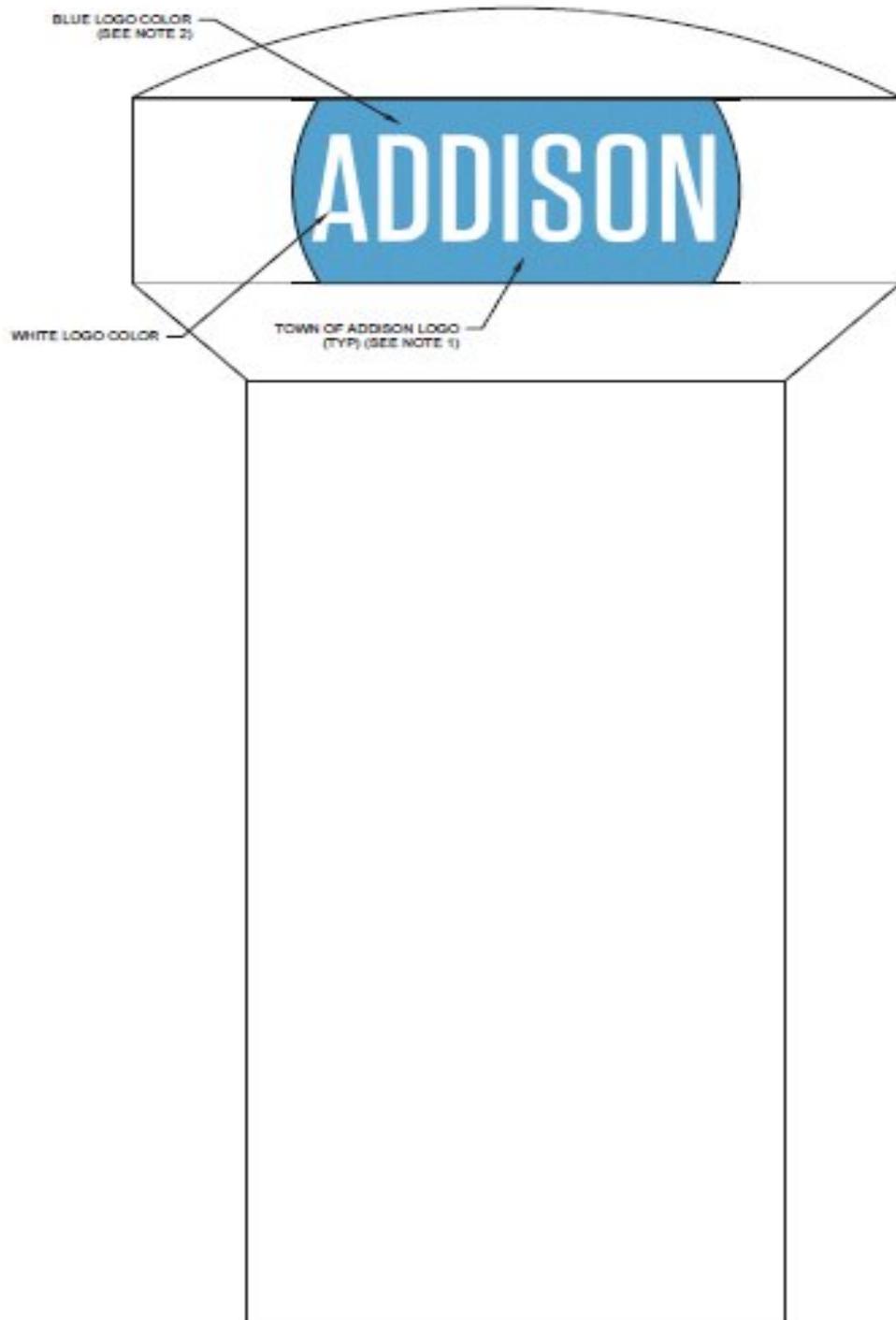
Administration recommends approval.

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**Attachments**

Elevated Storage Tank

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**Combined Meeting**

**ES1**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Closed (Executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. 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, to wit, property damage claim of a tract of land located generally east of the intersection of Marsh Lane and Vitruvian Way, south of the Town's corporate limits, north of Wooded Creek Drive in Farmers Branch, and west of Brookhaven College.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

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**Combined Meeting**

**ES2**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Closed (executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney(s) on a matter in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Tex. Gov. Code, pertaining to the ponds or lakes at Vitruvian Park, located within the vicinity and east of the intersection of Vitruvian Way and Ponte Ave., and Farmers Branch Creek.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

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**Combined Meeting**

**ES3**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**AGENDA CAPTION:**

Closed (executive) session of the Addison City Council pursuant to Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney(s) on a matter in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Tex. Gov. Code, pertaining to the Agreement for the Operation and Management of Addison Airport between the Town and URS Energy & Construction, Inc.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

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**Combined Meeting**

**ES4**

**Meeting Date:** 11/25/2014

**Council Goals:** N/A

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**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:**

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