

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

April 25, 2017

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

5:00 PM Executive Session

6:00 PM Work Session

7:30 PM Regular Meeting

Present: Mayor Meier; Mayor Pro Tempore Arfsten; Deputy Mayor Pro Tempore Hughes; Councilmember Angell; Councilmember Duffy; Councilmember Walden; Councilmember Wilcox

Executive Session

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1. 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 Chapter 551, Tex. Gov. Code, pertaining to:

- **Town Newsletter Email List**
- **Receive information on Open Records Requests Hooper, Holmes & Moran**

Council convened into Executive Session at 5:02 pm.

Reconvene from Executive Session

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2. **RECONVENE INTO REGULAR SESSION:** In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

Council recessed from Executive Session at 6:02 pm.

No action was taken on the Executive Session items.

WORK SESSION

3. Present And Discuss **Hotels In Addison And Underperforming Hotels.**

Assistant Director of Development Services Charles Goff presented the item to Council. Mr. Goff stated the item would provide an overview to the following; current Town efforts in these areas, programs that other cities have enacted to regulate hotels and resource requirements should the Council wish to adopt similar programs. Mr. Goff gave an overview of other cities programs and options available to the Town to enforce the code requirements and the revenue issues that are of concern.

Council discussed and agreed upon the 4 areas of concern: Revenue, Zoning, Code Enforcement (external) and Public Safety. Council agreed the Public Safety concern was the greatest. Council stated if metrics could be placed within the areas of concern, it would help staff to measure the degree of the delinquencies seen.

Council requested more information regarding the Hotel audits performed. Staff was asked to bring back a follow up discussion on how the efforts to collect taxes that are in arrears are going.

Council agreed a time limitation for stays in hotels was appropriate. The amount of time would still need to be discussed as Council did not want the limitation to create unintended consequences and deem the Town as not business friendly to its' businesses and guests. Council agreed the amortization option would not be considered at this time.

Mr. Goff stated in order to proceed with a program implementation to include hotel code enforcement, the Development Services staff would need to increase by 1 Code Enforcement officer and 1 administrative staff member. Mr. Goff stated the work capacity at the current time is maxed and would not allow any room to encumber these tasks.

Mr. Pierson stated staff would proceed with the direction from

Council. Staff would also include the hotel community in the implementation of the new program in order to avoid unintended consequences and gain some new ideas staff may not have thought of at this time. Staff was also directed to come up with metrics to help with the definition guidelines for underperforming hotel. The metrics defined will also help define exactly which problem is the concern at each location. The problem will be defined for each location initially and a solution will come from that discovery using the guidelines established.

REGULAR MEETING

Pledge of Allegiance

Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

Public Comment.

The City Council invites citizens to address the City Council on any topic not on this agenda. Please fill out a **City Council Appearance Card** and submit it to a city staff member prior to Public Participation. Speakers are allowed **up to three (3) minutes per speaker** with **fifteen (15) total minutes** on items of interest or concern and not on items that are on the current agenda. In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the agenda. The Council may choose to place the item on a future agenda.

There were no speakers.

5. Presentation Of Recognition Of Service To Mayor Todd Meier.

Mayor Pro Tempore Arfsten presented a plaque to Mayor Meier in appreciation of his service and dedication to the Town of Addison.

Council thanked Mayor Meier for his dedication to champion important issues for the Town, countless hours attending meetings and sacrifices he made over the previous 6 years.

Mayor Meier thanked his past and present Councilmembers, staff members, friends and family.

Consent Agenda:

All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.

Mayor Pro Tempore Arfsten moved to approve Items #6 & #7.
Councilmember Duffy seconded the motion. The vote was cast 7-0 in favor of the motion.

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6. Consider Approval Of The **April 11, 2017 Regular Meeting Minutes.**
 7. Consider Action To Approve A **Supplemental Radio Purchase For The Addison Police Department And The Addison Airport On An Existing Systems Purchase Agreement With The Cities Of Farmers Branch, Carrollton, Coppell** In An Amount Not To Exceed \$52,595.64.
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Regular Items

8. Present And Discuss **The Annual Review Of Community Waste Disposal (CWD) Waste Pick-Up Services.**

Director of Infrastructure and Development Services Lisa Pyles introduced Greg Roemer, President of CWD and Robert Medigovich, Municipal Coordinator for CWD.

Mr. Roemer presented an overview of the past year of service from CWD. Mr. Roemer also presented a plaque to staff in recognition of the amount of recycled tonage for the Town. Mr. Roemer also presented staff a certificate from Keep Texas Beautiful in recognition of the efforts of the Town to be environmentally conscious.

Mayor Pro Tempore Arfsten asked Mr. Roemer about options for smaller recycle bin for those citizens whom do not have the extra space for the larger bins.

In response to the question, Ms. Pyles stated in the beginning of the transition to the new bins, staff created a list of those citizens who requested the smaller bins. The smaller bins were delivered to those residents and staff has not had any new requests.

Mayor Meier stated he appreciated the investment that CWD made

to provide service to the Town. Mayor Meier stated he appreciated the accommodations CWD made to help the transition go smoothly.

9. Present and Discuss **Updates On Taste Addison 2017.**

Senior Events Coordinator Shelbi Stofer presented the item to Council. Ms. Stofer gave an overview of the entertainment, admission prices, participating vendors, activities for families and the Council special ticket procedures. Ms. Stofer also discussed the new marketing plan to concentrate advertising for the entertainment to specific radio stations, blogs, and social media sites.

Council thanked Ms. Stofer for the presentation. Council stated the new marketing plan and ideas seem to elevate the event to a new level.

10. Present, Discuss, And Consider Action To Approve A **Resolution Adopting The Addison Library Card Policy.**

Deputy City Manager Ashley Mitchell presented the item to Council. Ms. Mitchell stated the item would establish a library card policy that would allow only one card per household, and required residents to choose either the Farmers Branch or Dallas Public Library system, in an effort to reduce costs.

An interlocal agreement with the City of Dallas to allow Addison residents use the Dallas library would come forward for approval once approved through the City of Dallas.

Ms. Mitchell also clarified a question from a previous meeting from Council regarding those living in extended stay hotels. She stated that an Addison citizen must provide a residential address on a drivers license to receive a library card.

Councilmember Angell moved to approve the item as submitted. Councilmember Walden seconded the motion. The vote was cast 7-0 in favor of the motion.

11. Hold A Public Hearing, Discuss And Consider Action To Approve An **Ordinance Of The Town Establishing Standards Of Care For Youth Recreation Programs Conducted By The Town For Elementary Age Children 5 Through 13; Providing For Compliance With Section 42.041(b)(14)Of The Texas Human Resources Code.**

Recreation Manager Randy Rogers presented the item to Council. Mr. Rogers stated the item intended to provide minimum standards for operating youth programs, such as hiring of program staff, enrollment guidelines, discipline, health and safety as required by Section 42.041 of the Texas Human Resources Code. He also stated the ordinance addressed programming and providing activities that promote emotional, social, and mental growth. In addition, staff finds the Standards of Care document a useful tool to provide quality recreation programs to the youth and families of the Town of Addison.

Mayor Meier opened the Public Hearing. There were no speakers. Mayor Meier closed the Public Hearing.

Deputy Mayor Pro Tempore Hughes moved to approve Item #11 as submitted. Councilmember Wilcox seconded the motion. The vote was cast 7-0 in favor of the motion.

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12. Present, Discuss, And Consider Action On A Resolution To **Approve Funding For North Texas Emergency Communications, Inc., Relating To The Purchase Of Essential Technology Equipment For The North Texas Emergency Communications Center Consolidated Public Safety Dispatch Center And Authorize The City Manager To Take All Additional Acts Necessary To Carry Out The Intent Of This Resolution** In An Amount Not To Exceed \$84,360.

Deputy City Manager Ashley Mitchell presented the item to Council. Ms. Mitchell stated a potentially mission-critical IT issue was discovered with the center's network architecture that could impact the operation of the center's computer applications (i.e. computer aided dispatch, fire station alerting, etc.). Ms Mitchell stated the approval of the item would allow the purchase to create the redundancy needed to avoid a failure.

Councilmember Duffy asked how the issue was not found until recently.

City Manager Wes Pierson stated previous leadership when the facility was put in place meant well but they were not IT experts. The system as it sits now works at the basic level but it lacked redundancy. Mr. Pierson stated if network redundancy weren't an issue the fix could have been addressed the purchase could have waited until the next year. However, because system

redundancy is critical, the board made the decision to move forward quickly.

Councilmember Walden asked the timeframe for purchase and getting the equipment up and running.

Mr. Pierson stated from procurement to implementation would be approximately 90-120 days.

Councilmember Walden moved to approve Item #12 as submitted. Mayor Pro Tempore Arfsten seconded the motion. The vote was cast 7-0 in favor of the motion.

13. Present And Discuss **Council Attendance From May 2016 to March 2017.**

Mayor Meier thanked City Secretary Laura Bell for the re-formatted report.

Mayor Meier clarified the special executive session he missed was listed as an Airport Tour. He stated he has toured the airport many times and felt this meeting was not mandatory.

Councilmember Wilcox stated that the small budget meeting on July 20, 2016 was redundant for him since he was on the Finance Committee. He stated he felt the meeting was not needed for him. Councilmember Wilcox also asked that his attendance for the August 30, 2016 because he believes he was in town then and attended that meeting.

Ms. Bell stated she would check the video and the minutes to confirm his attendance.

14. Present, Discuss And Consider Action On **Public Access To The Council Candidate Campaign Finance Reports.**

Mayor Meier stated he requested this item be placed on the agenda. He stated as the process stood presently, an open records request must be completed to request copies of the campaign finance reports for Council candidates. Mayor Meier proposed that the campaign finance reports be posted on the website.

Mayor Meier moved to post publicly all the campaign finance reports to the Town website to eliminate the necessity for an open records request. Councilmember Angell seconded the motion.

City Secretary Laura Bell asked if the motion would include the biannual reports for Council also. Mayor Meier stated that is all encompassed in the motion.

Councilmember Duffy asked when the new procedure would start. City Manager Pierson stated May 7, 2017.

The vote was cast 7-0 in favor of the motion.

15. Present, Discuss, And Consider Action To **Appoint Members To The DART Cotton Belt Area Focus Group.**

Deputy City Manager Ashley Mitchell presented the item to Council. The item was tabled from the April 11, 2017 meeting. Staff reached out to the business community and citizens responded via the survey link provided to enter their names in the list of those possible appointees.

The list of appointees are as follows:

Hughes appointed: Margie Gunter & Jan Rugg
Duffy appointed: Lesli Gray & Shannon Sears
Arfsten appointed: Mary Jo Kater & Gage Hunt
Wilcox appointed: Gail Barth & Lola Hurt
Angell appointed: Taylor Bowen & Liesl Mayerson
Walden appointed: Nancy Craig & Peggy Ploss
Meier appointed: Luis Santaliz & Juli Branson

Mayor Pro Tempore Arfsten moved to approve the list of appointees as stated by Council. Deputy Mayor Pro Tempore Hughes seconded the motion. The vote was cast 7-0 in favor of the motion.

16. Present, Discuss, And Consider Action On An **Update Regarding The Request For Qualifications For The Big Idea.**

City Manager Wes Pierson stated the item would update the Council on the RFQ process and timeline for the Big Idea project as proposed by the Addison Legacy Foundation. Mr. Pierson stated the RFQ was approximately 90-95% complete. Mr. Pierson stated once the RFQ is complete and the Town receives the funds from the Addison Legacy Foundation, staff will move forward.

Councilmember Duffy asked if Mr. Pierson had a scope of work for the project.

Mr. Pierson stated staff would work with Sloane and Morgan to determine the scope. He stated the initial scope does include a pedestrian fly over concept with the possibility of a park.

Deputy Mayor Pro Tempore Hughes asked if there was a timeline.

Mr. Pierson stated in the next couple weeks the RFQ would be finalized. The documents will be ready and waiting once the \$30,000 raised by the Addison Legacy Foundation are received by the Town.

Councilmember Wilcox asked if the idea of a fly-over was incorporated but the deck park is unknown now.

Mr. Pierson stated the concept is there but the size and details are unknown at the current time.

Mayor Meier stated he would suggest for staff and consultants to think broadly. The ideas should be conceptual to begin the project.

Mr. Pierson stated that it was important to determine the feasibility of the project and get everyone's buy in once the funds are received from the Addison Legacy Foundation. Once the money is received and the RFQ is ready to go out, staff will come back to Council for another update.

Mayor Meier stated the Addison Legacy Foundation had been working hard to obtain donations from local businesses to meet the \$30,000 amount needed to start the process with the Town. Mayor Meier presented a \$5,000 check to Blake Clemens, President of the Addison Legacy Foundation.

Adjourn Meeting

NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

Mayor-Joe Chow

Attest:

City Secretary-Laura Bell