

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

March 6, 2018

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

5:00 p.m. Executive Session & Work Session

7:30 Regular Meeting

Present: Mayor Joe Chow; Mayor Pro Tempore Ivan Hughes; Deputy Mayor Pro Tempore Jim Duffy; Councilmember Al Angell; Councilmember Tom Braun; Councilmember Paul Walden; Councilmember Lori Ward

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 of Addison v. Landmark Structures, L.P., Urban Green Energy, Freese and Nichols, Inc. v. SWG Energy, Inc. - Cause No. DC-15-07691 44th Judicial Court, Dallas County**
- **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**
- **Budget Suites of America located at 15130 Marsh Lane, Addison, Texas, 75001**
- **Contract Dispute with Harris Corporation - Public Safety Radios**

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

- **Project Skip**

Executive Session convened at 5:05 p.m. The first two items were discussed prior to the meeting being recessed at 6:15 p.m.

Work Session convened at 6:24 p.m.

The Executive Session re-convened at 8:20 p.m. after the completion of the Regular items. The remainder of the Executive Session items were discussed.

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.

Open Session re-convened at 9:50 p.m. The only item having action taken was regarding the Economic Development discussion on "Project Skip".

Motion to direct the Economic Development Director to negotiate an Incentive agreement regarding Project Skip as discussed in Executive Session- MPT Hughes; second by DMPT Duffy; motion passed with a vote of 7-0.

The meeting adjourned at 9:50 p.m.

WORK SESSION

3. Present and Discuss **Progress on the Town of Addison's Asset Management Plan.**

Lisa Pyles, Director of Infrastructure and Development Services, advised this item is an update on the progress of the Asset Management Plan. Council approved a contract with Kayuga Solutions, Inc. in May of 2017 for development of the plan. She introduced Colin Chung who advised the Council that Phase I of the project is currently 80-95 percent complete. He reviewed the Objectives and the Work Process. Phase I, which should be complete by the end of April 2018, includes assessment of the following asset types: bridges, buildings, fleet, landscape, parks, trails, roadways, water, and wastewater. It has been determined, for the purpose of establishing replacement costs, that the Town has 37,529 assets valued at \$450 million. He briefly reviewed the conditions of park amenities, the pump station, signage, and buildings. A 1-5 scoring methodology for replacements was applied to each asset with a range of "non-essential" to "critical" (safety related) based on condition and age. It was noted that Phase II will include the storm drains, airport, and the Computerized Maintenance Management System (CMMS).

Mr. Chung explained how the CMMS is utilized to evaluate the Town's assets. He then demonstrated the IRIS software. With the assistance of Town staff, IRIS will track assets, repairs, and replacements. City Manager Wes Pierson told the Council that this is a planning tool to help staff and Council make informed decisions in the future.

4. Present and Discuss the **Midway Road Tree Assessment.**

Parks Director Michael Kashuba reminded the Council that the reconstruction of Midway Road from Spring Valley to Keller Springs is expected to have a significant impact on the trees along Midway. As a result of prior Council direction, the Town engaged the services of Arborist Greg David to study the

health and structure of the existing trees. Mr. David was present to review his findings. He told the Council that the trees were evaluated using several factors including species, size, location, overall health and structure, life expectancy and feasibility of transplantation. Twenty-four of the 238 trees evaluated were considered "good" in all categories. All trees evaluated are located in the right-of-way and not in the medians. None of the median trees are expected to remain.

Director Kasuba requested direction from Council from these three (3) options:

- 1) Proceed with the Master Transportation Plan as adopted.
- 2) Proceed with the Master Transportation Plan as adopted but take steps to preserve as many of the 24 trees as possible.
- 3) Keep the existing road layout and sidewalk configuration. Make the necessary ADA improvements and preserve as many trees as possible.

It was noted that some of the 24 trees may be impacted by future roadway construction. City Manager Pierson advised the Council that some of the trees recommended for removal will be replaced according to the current landscape ordinance. Mr. David advised that there are very few trees that could be transplanted to other locations due to size.

Discussion of the options followed. Council preferred Option 2 however, requested that the words "as possible" be replaced with "as reasonable."

5. Present and Discuss the **Format for the Town Meeting on April 16, 2018.**

Communications Director Mary Rosenbleeth asked the Council members what each would like to discuss during the meeting. It was determined that Mayor Chow will open the meeting with introductions, general information, and information regarding the meeting format. Individual stations for each Council member and the city manager will be set up to allow for a less-formal environment and free flow for residents to ask questions.

Individual Council members will be prepared to discuss these subjects as follows:
Councilmember Braun- Cotton Belt Update and Belt Line Road Update
Councilmember Walden- Asset Management Plan and Public Safety Update
MPT Hughes- Parks Master Plan
DMPT Duffy- Airport Update and Communications With Residents
Councilmember Ward- Economic Development Update
Councilmember Angell- Special Events

The Work Session concluded at 7:42 p.m.

REGULAR MEETING

Pledge of Allegiance

Regular Session convened at 7:47 p.m.

Announcements and Acknowledgements regarding Town and Council Events and Activities

City Manager Wes Pierson stated that this meeting is replacing the meeting that would normally have been scheduled on March 13, 2018. There will be no meeting on that date.

Mr. Pierson announced an award received by the Fire Department from the Texas Fire Chief's Association called the Lone Star Achievement Award. The award recognizes the efforts of fire departments from the cities of Addison, Farmers Branch, Carrollton, and Coppell that combined resources to establish a fire training facility, a combined dispatch center, and to purchase public safety radios. Mayor Chow recognized Chief David Jones for the leadership he is providing the Addison Fire Department.

Discussion of Events/Meetings

On March 8, 2018 there will be a Community Workshop for the Addison Circle/Cotton Belt Special Area Study to obtain feedback from the community for a study being conducted to create a vision for growth around the Cotton Belt rail station. It begins at 6 p.m. at the Addison Conference Centre. An important informational presentation will be at 6:45 p.m. He added that DART also is holding a community meeting on the Cotton Belt rail line on March 8th at 7 p.m. at Parkhill Jr. High School.

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.

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.

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7. Consider Action to Approve a **Resolution for Landscape Maintenance of Addison Circle District and Addison Circle Park to LawnScape of Dallas and Authorize the City Manager to Execute the Agreement** in an Amount not to Exceed \$117,540.

Motion to approve Item No. 7- MPT Hughes; second by Councilmember Angell; motion passed with a vote of 7-0.

8. Consider Action to Approve an **Ordinance to Adopt a Tariff Authorizing an Annual Rate Review Mechanism (RRM) as a Substitution for the Annual Interim Rate Adjustment Process as Defined by Section 104.301 of the Texas Utilities Code As Negotiated Between Atmos Energy Corp Mid-Tex Division and the Steering Committee of Cities Serviced by Atmos Energy Corp., Mid-Tex Division.**

Mayor Chow pulled this item from the Consent Agenda for separate discussion and requested a brief explanation. City Manager Pierson advised that this ordinance is authorizing the annual rate review mechanism in an agreed to manner rather than going through the Railroad Commission. It updates the variables used to calculate rates.

Motion to approve- Councilmember Angell; second by Councilmember Ward; motion passed with a vote of 7-0.

Regular Items

9. Present and Discuss the **Planning and Zoning Commission Annual Report for 2017.**

Kathryn Wheeler, Chair of the Planning and Zoning Commission, advised that she is presenting the 2017 Annual Report as required by ordinance. She provided an overview of the Commission membership and attendance for each for the seven (7) meetings held. She reviewed the activities and notable cases brought before the Commission.

Ms. Wheeler recommended that the Commission and Council hold a joint work session to discuss whether the ordinance restricting names of businesses that include references to alcohol in some way on exterior signage needs to be amended.

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10. Hold a Public Hearing, Present, Discuss, and Consider Action to Approve an **Ordinance Changing the Zoning on Property Located at 14555 Dallas Parkway, Which Property is Currently Zoned PD, Planned Development, Through Ordinances O16-028 and O17-05, by Approving a Special Use Permit for a Restaurant with the Sale of Alcoholic Beverages for On-Premise Consumption Only.** Case 1772-SUP/Ascension.

Assistant Director of Development Services Charles Goff presented this item. He reviewed the location and patio seating, adding that this is a coffee shop with light food and beer and wine service. There are three other locations. The Planning and Zoning Commission recommended approval. The public hearing was opened and closed at 8:05 p.m. with no one wishing to speak.

Motion to approve- Councilmember Walden; second by DMPT Duffy; motion passed with a vote of 7-0.

11. Present, Discuss, and Consider Action on a **Resolution for Appointments to the Economic Development Strategic Plan Special Project Committee.**

Economic Development Director Orlando Campos advised that this committee will assist with the upcoming development of the Strategic Plan. Four meetings are planned. The first will be a launch meeting and the other meetings will be held in conjunction with the phases of the plan. The plan should be completed in six months. It was noted that there are 48 applicants.

The following people were appointed: Kent Pierce, Judy Lembke, Ron Holley, Ralph Doherty, CJ Comu, David Chavez, Jeff Laceky, David Collins, Mark Sommer, Adam Gordon, Casey Hasten and Sabina Bradbury.

Motion to approve as named- MPT Hughes; second by Councilmember Ward; motion passed with a vote of 7-0.

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12. Present, Discuss and Consider Action on **Acceptance of the Fiscal Year 2017 Comprehensive Annual Financial Report (CAFR).**

Chief Financial Officer Olivia Riley introduced auditors from the auditing firm of BKD, LLP who briefly reviewed the Comprehensive Annual Financial Report for 2017. It was noted that the Finance Department staff prepared the report with the exception of the Independent Auditor's Report letter that includes an "unmodified" or clean opinion of the Town's financial records. It was also pointed out that the Town received a Certificate of Achievement for Excellence in Financial Reporting for fiscal year ending 2016. This is the 40th year the Town has received this award. The 2017 report will be submitted at the end of March for consideration as well. City Manager Pierson thanked and congratulated CFO Riley and the Finance Department for their work on the CAFR, adding that it was completed earlier than normal.

Motion to approve- Councilmember Braun; second by Councilmember Ward; motion passed with a vote of 7-0.

The Regular Session ended at 8:20 p.m. Council then re-convened the Executive Session.

Meeting Adjourned at 9:50 p.m.

Mayor-Joe Chow

Attest:

Interim City Secretary- Christie Wilson