

# DRAFT

## OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

October 23, 2018

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

6:00 p.m. Work Session  
7:30 p.m. Regular Meeting

Present: Mayor Joe Chow; Mayor Pro-Tempore Paul Walden; Deputy Mayor Pro-Tempore Tom Braun; Councilmember Ivan Hughes; Councilmember Guillermo Quintanilla; Councilmember Lori Ward;; Councilmember Marlin Willesen.

1. **Call Meeting to Order:** Mayor Chow called the Work Session to order at 6:00 pm

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### WORK SESSION

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2. **Present and Discuss the Communications Plan for the New Utility Billing Platform.**

***Presentation:*** *Mary Rosenbleeth, Director of Public Communications* – The Finance Department will be moving the utility billing system to a new platform beginning with the November bill. In order to communicate the necessary changes, Town staff developed a communications plans. Messaging includes making customers aware of the upcoming changes and educating them on what steps they will be required to take when they receive their November bill. Step-by-step instructions will be mailed in November and video instructions will be available online. Finance Staff will also host an open house in early December at the Athletic Club to personally walk customers through the process. COUNCIL COMMENTS: Information only, no action required.

3. **Present and Discuss Schematic Design Recommendations for Belt Line 1.5 Enhancements from Marsh Lane to Midway Road.**

**PRESENTATION:** *Jana Tidwell, Director of Parks & Recreation* – The history of this project was presented and discussed. Results from the advisory committee meetings and public input opportunities were incorporated in this schematic design phase. A design pallet was developed to unify the corridor by proposing consistent paving, retaining wall and plant materials. The preferences of residents and the special project committee of medians, bus shelters, and enhancement of key intersections was to pursue the medium schematic plan with the high finish options. The addition of three bus shelters and possible funding was deliberated. Long-range goals, property acquisition, landscape plans, irrigation issues and potential partnerships with adjacent property owners were discussed. Gateway signage ideas were presented showing the votes received for each design. Suggestions or modifications to the design were discussed. Next steps will include a public hearing, receive direction from Council and then development of a contract with the consultant for Phase I construction drawings. **COUNCIL COMMENTS:** Operational and construction costs will be evaluated and presented at a future meeting along with specific design elements.

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## REGULAR MEETING

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### Pledge of Allegiance

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### Announcements and Acknowledgements regarding Town and Council Events and Activities

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### Discussion of Events/Meetings

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4. **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 Citizens who wished to address the City Council on a topic not on the Agenda.

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## 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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5. Consider Action to Approve the October 9, 2018 Work Session & Regular Meeting Minutes.
6. Consider Action to Approve a Resolution Renewing Blue Cross Blue Shield of Texas as the Employee Health Insurance and Vision Provider and Directing the City Manager to Negotiate and Execute an Agreement in Accordance with the Benefits Schedule.
7. Consider Action to Approve the Fourth Quarter Update from the Finance Committee to the City Council for the Period from July 2018 to September 2018.
8. Consider Action to Approve a Resolution for a Grant Funding Agreement with Metrocrest Services and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$66,000.
9. Consider Action to Approve a Resolution for a Grant Funding Agreement with The Cavanaugh Flight Museum and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$50,000.
10. Consider Action to Approve a Resolution for a Grant Funding Agreement with the Addison Arbor Foundation and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$65,000.
11. Consider Action to Approve a Resolution for a Grant Funding Agreement with Metrocrest Chamber of Commerce and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$35,000.
12. Consider Action to Approve a Resolution for a Grant Funding Agreement with The Family Place and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$2,500.
13. Consider Action to Approve a Resolution for a Grant Funding Agreement with On Eagles Wings, Inc. d/b/a Woven Health Clinic and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$5,000.
14. Consider Action to Approve a Resolution For an Agreement with Prettyman & Associates for a One-Time Telecommunication Inventory and Billing Audit and Authorize the City Manager to Execute the Agreement.
15. Consider Action to Approve a Resolution Expanding the Scope of Services for Belmont Icehouse for additional Tourism Advertising and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$100,000.
16. Consider Action to Approve Ordinances to Re-appoint Larry Dwight as Presiding

**Municipal Judge to the Addison Municipal Court of Record and to Re-appoint Cass Callaway and Thaddeus A. Iwuji as Alternate Municipal Judges to the Addison Municipal Court of Record and Authorize the City Manager to Execute the Agreements.**

Mayor Chow called for any requests to remove an item(s) from the Consent Agenda to discuss separately. Mayor Pro-Tempore Walden requested to remove CONSENT AGENDA Item 11 for separate discussion. Deputy Mayor Pro-Tempore Braun requested to remove CONSENT AGENDA Item 15 for separate discussion. Councilmember Hughes requested to remove CONSENT AGENDA Item 16 for separate discussion.

Mayor Chow called for a motion to approve CONSENT AGENDA Items 5-10 and 12-14.

**MOTION:** Mayor Pro-Tempore Walden moved to approve CONSENT AGENDA Items 5-10 and 12-14. Councilmember Ward seconded the motion. Motion carried unanimously.

**Resolution No. R18-84:** Renewing Employee Health and Vision Insurance - Blue Cross Blue Shield of Texas.

**Resolution No. R18-85:** Grant Funding Agreement Metrocrest Services

**Resolution No. R18-86:** Grant Funding Agreement Cavanaugh Flight Museum

**Resolution No. R18-87:** Grant Funding Agreement Addison Arbor Foundation

**Resolution No. R18-88:** Grant Funding Agreement The Family Place

**Resolution No. R18-89:** Grant Funding Agreement On Eagles Wings, Inc. dba Woven Health Clinic

**Resolution No. R18-90:** Telecommunication Inventory & Billing Audit Agreement - Prettyman & Associates

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**CONSENT ITEM #11: Grant Funding – Metrocrest Chamber of Commerce.**

Mayor Pro-Tempore Walden requested this item be pulled from the Consent Agenda to discuss the Chamber's non-compliance of Article II. (4)(a) "Grant Use" which requires at least one Chamber event to be held at the airport. Metrocrest Chamber of Commerce President Erin Carney responded saying the Chamber had made a good faith effort to conduct an event at the airport in this last funding year but was unable to do so. Mayor Pro-Tempore Walden suggested that \$5,000 be deducted from the 2019 contract due to the non-compliance issue. Ms. Carney advised she was unable to authorize the deduction in this contract as it had already been presented and approved by the Board.

**MOTION:** Mayor Pro-Tempore Walden moved to Table CONSENT ITEM #11 grant funding agreement for Metrocrest Chamber of Commerce. Councilmember Quintanilla seconded the motion. Motion carried 5 to 2 with Deputy Mayor Pro-Tempore Braun and Councilmember Ward casting the dissenting votes.

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**CONSENT ITEM #15: Expansion of Scope of Services for Belmont Icehouse.**

Deputy Mayor Pro-Tempore Braun advised he requested this item to be pulled to clarify and/or correct the total additional funds for tourism research. The contract document indicates the amount to be \$100,000; however, the Resolution authorizes \$175,000. Staff acknowledged the \$175,000 amount was in error.

**MOTION:** Deputy Mayor Pro-Tempore Braun moved to approve Resolution amending the Belmont Icehouse amendment with correction of a maximum of \$100,000. Mayor Pro-Tempore Walden seconded the motion. Motion carried unanimously.

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**CONSENT ITEM #16: Re-appointment of President and Alternate Municipal Court Judges**

Councilmember Hughes advised he wanted to take this opportunity to recognize and thank each of the candidates for their service to the Town of Addison. Members of the Council took the opportunity to personally thank each judge for the outstanding work and dedication to the Town.

**MOTION:** Councilmember Hughes moved to Approve Ordinance to Re-appoint Larry Dwight as Presiding Municipal Judge to the Addison Municipal Court of Record and to Re-appoint Cass Callaway and Thaddeus A. Iwuji as Alternate Municipal Judges to the Addison Municipal Court of Record for a two-year period beginning January 1, 2019 through December 31, 2020. Deputy Mayor Pro-Tempore Braun seconded the motion. Motion carried unanimously.

**Ordinance No. O18-36:** Re-Appointment of Larry Dwight as Presiding Municipal Judge

**Ordinance No. O18-37:** Re-Appointment of Cass Callaway as Alternate Municipal Judge

**Ordinance No. O18-38:** Re-Appointment of Thaddeus A. Iwuji as Alternate Municipal Judge

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## **Regular Items**

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**17. Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance to Change the Zoning on Property Located at 4141 Spring Valley Road, Currently Zoned Residential-1 (R-1) with a Special Use Permit for a Private School, to Amend the Existing Master Site Plan to Allow for Indoor Batting Cages. Case 1784-SUP/Greenhill Batting Cages.**

After Mayor Chow read the Ordinance header, Deputy Mayor Pro-Tempore Braun advised he was abstaining from any discussion on this item due to a Conflict of Interest. Said Conflict of Interest Affidavit was filled with the City Secretary and is made a part of these minutes as Attachment 1. Deputy Mayor Pro-Tempore Braun excused himself from the room.

This item was introduced by Senior Planner Olga Chernomorets. Ms. Chernomorets advised that

only one Public Hearing was required and that was conducted at the October 9 City Council Meeting. One adjacent property owner, Bob Baumann, 4004 Sherry Lane, spoke in opposition of this Zoning Request. After a lengthy discussion Greenhill School indicated they were not opposed to postponing this action for two weeks in hopes of reaching a resolution with Mr. Baumann and the Council subsequently tabled the item until the October 23<sup>rd</sup> meeting. Ms. Chernomorets informed the City Council that the parties met and reached an agreement. Those changes are to be noted in the site plan, floor plan and building elevation maps. Prior to issuance of a Certificate of Occupancy for the enclosed batting cages, Staff will verify compliance.

**MOTION:** Councilmember Willesen moved to approve Ordinance changing the zoning of property located at 4141 Spring Valley Road, currently zoned Residential-1 (R-1) with a Special Use Permit for a private school with amendments to the existing master site plan to allow for indoor batting cages – Case 1784-SUP/Greenhill Batting Cages. Councilmember Ward seconded the motion. Motion carried unanimously.

**Ordinance No. O18-39:** Case 1784-SUP/Greenhill Batting Cages, 4141 Spring Valley Road.

Deputy Mayor Pro-Tempore Braun returned to the dais after action/discussion was concluded.

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**18. Hold a Public Hearing, Present, Discuss and Consider Action on a Resolution Relating to the Giving of Notice of Intention to Issue Town of Addison, Texas Combination Tax and Revenue Certificates of Obligation, Series 2018 and Providing an Effective Date.**

Chief Financial Officer Olivia Riley presented this Resolution giving notice of the Town's intention to issue certificates of obligation in an amount not to exceed \$13,500,000. Approximately \$7,000,000 is proposed to be issued for construction of the combined U.S. Customs and Board Protection Federal Inspection Station and the Airport Administration offices at 4545 Jimmy Doolittle Drive. The debt service payments for this project will come from airport operating revenues. The remaining \$6,500,000 are for additional water and wastewater capital projects to improve or maintain the existing infrastructure. The debt service payments for this portion of the Certificates of Obligation will be paid for by utility rate revenues.

City Manager Pierson noted that this item was listed as a Public Hearing although the Town was not legally required to conduct a Public Hearing. However, this was posted as a Public Hearing to offer citizens an opportunity to express their views and to provide transparency. Mayor Chow opened and closed the Public Hearing. There were no individuals present wishing to discuss or make their views known. Hilltop Securities Managing Director Nick Bulaich was present to answer questions.

**MOTION:** Councilmember Hughes moved to approve the Resolution relating to the giving of notice of intention to issue Town of Addison, Texas Combination Tax and Revenue Certificates of Obligation, Series 2018. Councilmember Ward seconded the motion. Motion carried unanimously.

**Resolution No. R18-92:** Notice of Intention to Issue Certificates of Obligation Series 2018

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19. **Present, Discuss and Consider Action on a Resolution Appointing Members to the Planning & Zoning Commission.**

Consideration of the appointment of three members to the Planning and Zoning Commission was presented by City Secretary Irma Parker. Staff submitted a listing of applicants, the current membership roster, and governing document for this Commission from the Code of Ordinances. This is a seven-member commission with three – Places 1- 3 appointed in even numbered years and Place 4-7 appointed in odd numbered years. Each of the current Place 1-3 Members have requested reappointment to their second appointment. Appointments by the respective Councilmembers are shown below:

Place	Name	Appointed by:
1	Kathryn Wheeler	Council Member Willesen
2	Linda Groce	Council Member Quintanilla
3	John Meleky	Mayor Pro-Tempore Walden

**Resolution No. R18-93:** Appointing Members to the Planning & Zoning Commission for a 2-year term ending in December 2020.

**MOTION:** Deputy Mayor Pro-Tempore Braun moved to approve all three nominations for a term of two years ending 12/31/2018. Councilmember Hughes seconded the motion. Motion carried unanimously.

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20. **Present, Discuss and Consider Action on a Resolution Appointing Members to the Board of Zoning Adjustment.**

Consideration of the appointment of three members to the Board of Zoning Adjustments was presented by City Secretary Irma Parker. Staff submitted a listing of applicants, the current membership roster, and governing document for this Board from the Code of Ordinances. This is a seven-member board with three – Places 1- 3 appointed in even numbered years and Place 4- 7 appointed in odd numbered years. Current Place 1 and Place 2 Members, Lary Brown and Peggy Gilchrist-Ploss, have requested reappointment. Troy Cooper, Place 3, is ineligible for reappointment as he completes his 3<sup>rd</sup> term. Appointments by the respective Councilmembers are shown below:

Place	Name	Appointed by:
1	Lary Brown	Council Member Willesen
2	Peggy Gilchrist-Ploss	Council Member Quintanilla
3	Chris DeFrancisco	Mayor Pro-Tempore Walden

**Resolution No. R18-94:** Appointing Members to the Board of Zoning Adjustments for a 2-year term ending in December 2020.



**MOTION:** Councilmember Ward moved to appoint members to the Board of Zoning Adjustments as stated. Deputy Mayor Pro-Tempore seconded the motion. Motion carried unanimously.

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**21. Present, Discuss, and Consider Action on a Resolution for an Agreement with GTS Technology Solutions, Inc. for License Plate Recognition and Optical Camera Technology Services and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$600,000.**

Executive Director of Business Performance & Innovation/Interim Deputy City Manager Hamid Khaleghipour presented the License Plate Recognition and Optical Camera Technology Services contract for Council consideration. The use of cutting-edge technology to enhance public safety has been discussed since July 2017. In 2012 voters approved a bond election for a city-wide wireless application which includes a secure network infrastructure for video, data and voice applications for first responders and protection of certain infrastructure areas in the amount of \$2 million. A phased implementation strategy for a pilot program that would help develop a future master plan was presented to Council in July 2018. The proposed plan called for installation of 20 License Plate Recognitions at 8 intersections and neighborhood entrances and the installation of 7 Optical cameras at 2 jogging, hiking and biking trails before the end of March 2019. The collection of data will take place between April and September 2019. Staff will share their findings, including a 10-year cost of ownership and lessons learned from the pilot program and provide Council sufficient information to establish a roadmap for expansion along with a multi-phased implementation strategy. The proposed resolution recommends the selection of GTS Technology Solutions to provide the services to begin implementation of this project. Cost is estimated at \$596,641.64 which also includes a 5-year maintenance agreement.

**MOTION:** Mayor Pro-Tempore Walden moved to approve item #21. Councilmember Willesen seconded the motion. Motion carried unanimously.

**Resolution No. R18-95:** Agreement with GTS Technology Solutions, Inc. for LPR and Optical Camera Technology.

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**22. Present, Discuss and Consider Action on a Resolution for an Agreement with Gadberry Construction Company, Inc. for the Construction of Addison Circle Plaza and Fountain Repair located at 4970 Addison Circle and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$1,046,354.**

Jana Tidwell, Director of Parks & Recreation presented the item. At the September 11<sup>th</sup> Council Meeting Staff updated Council and advised that the consultant's cost estimate exceeded initial cost projections provided by Staff. To provide Council with options on how to move forward, the bid was configured to include a base bid project and alternate bid items. Two bids were received with Gadberry Construction Company, Inc. the low bidder. Staff recommends awarding contract to the low bidder, Gadberry Construction Company, Inc. for Base Bid of \$954,770, plus adding of a 5% contingency and including Bid Alternate #1 – Splash Pad

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Filtration system in the amount of \$91,584 for a total of \$1,046,354 or an estimated 8% over the estimated construction budget.

**MOTION:** Councilmember Hughes moved to approve this item as submitted. Councilmember Ward seconded the motion. Motion carried unanimously.

**Resolution No. R18-96:** Agreement with Gadberry Construction Company, Inc. for Addison Circle Plaza and Founding Repairs.

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## **Adjourn Meeting**

There being no further business the meeting was adjourned.

**TOWN OF ADDISON, TEXAS**

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Joe Chow, Mayor

**ATTEST:**

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Irma G. Parker, City Secretary