

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION & REGULAR MEETING

February 20, 2019

ADDISON TOWN HALL
5300 BELT LINE RD., DALLAS, TX 75254
6:00 PM WORK SESSION
7:30 PM REGULAR MEETING

Present: Mayor Joe Chow; Mayor Pro-Tempore Paul Walden; Deputy Mayor Pro-Tempore Tom Braun; Council Member Ivan Hughes; Council Member Guillermo Quintanilla; Council Member Lori Ward; and, Council Member Marlin Willesen

1. **Call Meeting to Order:** With a quorum present, Mayor Chow called the meeting to order at 6:02 PM.

WORK SESSION

2. **Present and Discuss the Draft Report and Appendices for the Parks, Recreation and Open Space Master Plan.**

Presentation: *Janna Tidwell, Parks & Recreation Director; Cindy Mendoza - Moore, Iacofano, and Goltsman, Inc. (MIG).* The Fiscal Year 2018 Budget included the development of a city-wide Parks, Recreation and Open Space Master Plan. MIG was hired to complete this Master Plan. MIG presented an update from data received from Council, the Special Projects Committee, citizens input and staff. COUNCIL COMMENTS: Favorable comments were received. Adoption of the Master Plan will be presented as an agenda item at a future meeting.

REGULAR MEETING

Pledge of Allegiance

Announcements and Acknowledgements Regarding Town and Council Events and Activities

Discussion of Event/Meetings

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3. **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.*

No citizens appeared to address the City Council on a topic not on this agenda.

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.*

4. **Consider Action to Approve the February 7, 2019 Regular Meeting Minutes.**
5. **Consider Action to Approve a Resolution for a Contract Agreement with Tenly Landscape Construction, Inc. for Miscellaneous Landscape Planting Projects Throughout the Town and Authorize the City Manager to Execute the Agreement in an Amount not to Exceed \$103,000.**
6. **Consider Action to Approve Change Order Number 1 to the Professional Services Agreement with Criado and Associates, Inc., for the Oaks North Drainage Improvements Design and Authorize the City Manager to Execute the Change Order in an Amount not to Exceed \$35,555.**

Mayor Chow announced the Consent Agenda and asked if any Council Member wished to pull any item from the Consent Agenda for individual consideration. Council Member Hughes requested to pull Item #6. There being no further requests, Mayor Chow called for a motion.

MOTION: Council Member Ward moved to approve CONSENT AGENDA Items #4 and #5. Council Member Quintanilla seconded the motion. The motion carried unanimously.

Resolution No. R19-013: Tenly Landscape Construction, Inc. – Miscellaneous Landscape & Planting Projects.

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Council Member Hughes spoke to the reasons he requested Item #6 be pulled from the Consent Agenda for individual consideration. Council Member Hughes reviewed that the item had been tabled at the January 8, 2019 Council Meeting so that staff could evaluate whether additional drainage concerns in the Oaks North neighborhood should be included in this project. Council Member Hughes described and thanked Staff for their extensive efforts to re-create the drainage or ponding issues described by the Oaks North residents. Assistant Director of

Infrastructure Jason Shroyer recommended these additional drainage issues be addressed in a separately.

MOTION: Council Member Hughes moved to approve CONSENT AGENDA Item #6. Mayor Pro-Tempore Walden seconded the motion. The motion carried unanimously.

Regular Items

7. **Present and Discuss the Planning and Zoning Commission Annual Report for 2018.**

In accordance with the Code of Ordinances Planning & Zoning Chair Kathryn Wheeler submitted the Commission's 2018 Report to Council which summarized Commission activities, major accomplishments, proposed future areas of study, membership information and the attendance record of each Commissioner. A short discussion followed with no action taken or required.

8. **Hold a Public Hearing, Present, Discuss and Consider Action to Approve an Ordinance Changing the Zoning on Property Located at 14380 Marsh Lane Suite H, Which Property is Currently Zoned PD, Planned Development, Through Ordinances 007-034, O16-017, and O16-018, by Approving a Special Use Permit For a Restaurant Only. Case 1789-SUP/Sunny Street Cafe.**

Charles Goff, Assistant Director of Development Services, presented the proposed Ordinance to approve Case 1789 - Special Use Permit (SUP) for a restaurant only at 14380 Marsh Lane, Suite H- Sunny Street Cafe. The Planning & Zoning Commission addressed this request at the January 15, 2019 Commission meeting and approved this request which is in accordance with the Town's adopted Comprehensive Plan. Council Members inquired about parking requirements at restaurants and similar uses. Mr. Goff indicated parking requirements will be evaluated as part of the Unified Development Code review process currently underway.

Mayor Chow opened a Public Hearing and requested any comments from the audience or property owners. There were no comments on the item. Mayor Chow closed the Public Hearing.

MOTION: Council Member Willesen moved to approve Case 1789-SUP/Sunny Street Café as submitted. Council Member Hughes seconded the motion. The motion carried unanimously.

Ordinance No. O19-03: Case 1789-SUP/Sunny Street Café, 14380 Marsh Lane Suite H, PD Zoning – Special Use Permit for a Restaurant Only.

9. **Hold a Public Hearing, Present, Discuss and Consider Action to Approve an Amendment to the Comprehensive Land Use Plan in Order to Adopt the Findings of The Addison Circle Special Area Study. Case 1790-Z/Town of Addison.**

Charles Goff, Assistant Director of Development Services, presented this Ordinance to amend the Town's Comprehensive Plan by adding a new section to adopt the findings of the Addison Circle Special Area Study. The Comprehensive Plan was officially adopted in 2013 and amended in 2017. In 2018 the City Council authorized a special area study to establish a vision and goals for Addison Circle/Cotton Belt Area. The findings were presented to the City Council at the November 13th meeting. The proposed Ordinance formally adopts these amendments.

Council Member Willesen questioned the allowance of assisted living facilities near the airport and fire station due to noise concerns. It was noted that any construction within the airport noise contour would be required to conform to an established standard that mitigated noise heard in the buildings. The consensus was to leave assisted living facilities as an option thereby keeping the plan open and flexible. Storm water drainage capacity and the cost of additional storm water infrastructure required as development occurs was discussed. Council Member Hughes requested clarification to indicate the preference for Addison Central to develop as a Master Development to allow for flexibility but providing direction as to developers. City Manager Pierson requested a motion and vote to memorialize any amendment. This amendment language, with the addition identified as bold and underlined in the appropriate section, follows:

Addison Central:

The Strategic Direction for Addison Central maximizes the benefits of the new DART Cotton Belt Station to Addison and creates a destination with opportunities for appropriate and successful new development on some of the last remaining underdeveloped land in Addison. This strategic direction includes **seven** **nine** additional concepts that add detail to this direction:

- **Uses and character of development should create a unique, mixed-use, integrated regional destination with a preference that this occur under a Master Development Plan.**

Mayor Chow called for any questions and/or comments regarding this amendment. There being none, Mayor Chow called for a motion.

MOTION: Deputy Mayor Pro-Tempore Braun moved to approve the amendment as noted. Council Member Hughes seconded the motion. The motion carried unanimously.

Since the adoption of this Ordinance requires a Public Hearing, Mayor Chow open the Public Hearing to comments from the audience. There being no comments on this action, Mayor Chow closed the Public Hearing and called for a motion.

MOTION: Deputy Mayor Pro-Tempore Braun moved to approve **Ordinance No. 019-04** as amended. Council Member Ward seconded the motion. The motion carried unanimously.

Ordinance No. 019-04: Case 1790-Z/Town of Addison, Amend the Comprehensive Land Use Plan to adopt Addison Circle Special Area Study.

10. **Present, Discuss and Consider Action to Amend Section 34-207 (Landscape Standards and Specifications) of Article VI (Landscaping Regulations of Chapters 34 (Environment) of the Code of Ordinances to Add Section 34-207 to Provide for An Artificial Turf Pilot Program for Townhome Properties With a Homeowners Association Within the Urban Center Zoning District.**
11. **Present, Discuss & Consider Action on a Resolution to Approve an Agreement Between the Town of Addison and Meridian Square Homeowners Association (HOA) to Initiate an Artificial Turf Pilot Program.**

Mayor Chow requested that Items #10 and #11 be discussed together.

Jana Tidwell, Parks & Recreation Director, presented this ordinance to amend the Landscaping Regulations in our Code of Ordinances. Council direction was sought after Staff discovered that the Meridian Square Townhomes had installed artificial turf which placed the property in non-compliance. This Ordinance allows for an Artificial Turf Pilot Program and the development of an agreement with the Meridian Square Homeowners Association to allow the implementation of an Artificial Turf Pilot Program.

Mayor Chow called for a motion to adopt Item #10.

MOTION: Council Member Ward moved to adopt Item #10. Council Member Willesen seconded the motion. The motion carried unanimously.

Ordinance No. O19-05: Amend Chapter 24 “Environment” Article VI “Landscape Standards and Specification” adding Section 34-207 “Artificial Turf Pilot Program”.

Mayor Chow next called for a motion on Item #11.

MOTION: Mayor Pro-Tempore Walden moved to approve Item #11. Council Member Hughes seconded the motion. The motion carried unanimously.

Resolution No. R19-014: Agreement with Meridian Square Homeowners Association (HOA) to initiate an Artificial Turf Pilot Program.

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12. **Hold a Public Hearing, Present, Discuss and Consider Action on a Resolution to Adopt the Master Plan Developed for Belt Line 1.5 Beautification Between Marsh Lane and Midway Road.**

Janna Tidwell, Parks & Recreation Director, provided a brief history of this project which began

in 2017. Pacheco Koch consultants worked with Staff and the community to develop this plan. Pacheco Koch consultants Amber Davis and Wade Peterson presented findings and answered questions. The consultant previously presented a Draft Master Plan, an opinion of probable cost and options, a design vision board and gateway signage options. Council expressed a preference for the medium layout option with high finishes, the addition of bus shelters and a slight modification to the proposed gateway signage. After those modifications were made, Staff began meeting with the property owners along the Belt Line corridor. Input received was favorable; however, the property owners expressed concerns regarding business visibility and restoration of their landscape after the utility undergrounding project.

Council Member Willesen noted that the brightly colored bubbles shown on the bus shelters on the vision board were not positively received during the comment period and asked if they should be removed. Ms. Tidwell concurred and stated that a translucent image or artwork would be substituted during the construction document phase.

Mayor Chow opened a Public Hearing. Since no audience members requested to speak on this item, Mayor Chow closed the public hearing. Although this action did not require a public hearing, a public hearing was held to provide an opportunity for public input. Mayor Chow called for a motion.

MOTION: Council Member Ward moved for approval of Item #12 as presented. Council Member Hughes seconded the motion. The motion carried unanimously.

Resolution No. R19-015: Adopt the Belt Line 1.5 Beautification Master Plan, between Marsh Lane and Midway Road.

13. Present, Discuss and Consider Action on Recommendations for Belt Line 1.5 Phase I Scope for Implementation of the Enhancements.

Pacheco Koch consultant Amber Davis presented the Opinion of Probable Cost for the overall Master Plan as \$2,505,000. This amount includes several add/alternate items. Parks and Recreation Director Janna Tidwell advised the funds available for Phase 1 is estimated at \$2,127,022. This represents Fiscal Year 2019 budgeted funds, savings from the Belt Line underground project and funding available from DART. There may be additional DART dollars available after DART reviews more finalized construction documents. Staff advised that the proposed scope of Phase 1 was derived from community input and the Advisory Committee's direction. Staff requested Council provide direction regarding the scope of work, so the consultant can put together a contract that will be presented for approval at a future meeting.

Ms. Davis presented Phase 1 Master Plan Elements – bus stop shelters, enhanced intersections, enhanced medians, gateway monument, sidewalk addition, retaining walls, and removal and replacement of existing pavers. To stay within the estimated budget for this project, the consultant reworked their Opinion of Probable Cost by reducing the number of bus shelters and changing one landscaping repair line item to become an alternate bid item. Council questioned the inclusion of certain landscape repair in this project. Staff clarified that the utility undergrounding contractor is fulfilling those landscape repair requirements. The

landscaping repair line item in Phase 1 is intended to be used in negotiations with property owners to obtain property, access, etc. Council Members discussed the impact of a reduction in the number of bus shelters areas. The Council's consensus was to move forward with the original unifying concept, that included an aesthetically pleasing and walkable section of roadway. City Manager Pierson advised Council that there is a difference between the available funding and the anticipated cost of the project. Council acknowledged this and advised there are still unknown variables in both the project costs and available funds at this time.

MOTION: Council Member Hughes moved to approve the Master Plan Elements with six enhanced bus shelters, reduction of the landscape repair line item and the replacement of brick pavers for a unified look. Mayor Pro-Tempore Walden seconded the motion. The motion carried unanimously.

14. Present and Discuss the Addison Police Department's 2018 Annual Report.

Police Chief Paul Spencer presented the 2018 Annual Report. Updates for ongoing projects were presented including the license plate reader system, recruiting and hiring status, false alarm reduction measures, notable events, community outreach events, goals and objectives for FY 2019 and security improvements at the Public Safety Building. This item was for presentation and discussion only. No action was taken or required.

15. Present, Discuss and Consider Action on a Resolution Accepting the Addison Police Department's 2018 Racial Profiling Report And Motor Vehicle Contact Search Analysis Report.

Police Chief Paul Spencer presented the 2018 Town of Addison Racial Profiling Report and Motor Vehicle Contact Search Analysis Report as required by law. The Town has contracted with Del Carmen Consulting, LLC to compile and analyze the report. Chief Spencer advised that State Law required this information to be collected and reported to the respective governing body on an annual basis. A copy is also required to be submitted to the Texas Commission on Law Enforcement.

MOTION: Mayor Pro-Tempore Walden moved to accept as presented. Council Member Ward seconded the motion. The motion carried unanimously.

Resolution No. R19-016: Accept the 2018 Racial Profiling and Motor Vehicle Contact Search Analysis Report.

16. Present and Discuss the Finance Department Quarterly Financial Report of the Town of Addison for the FY 2019 First Quarter Ended December 31, 2018.

Budget Manager Teri Doby and Chief Financial Officer Olivia Riley presented the Fiscal Year 2019 1st Quarter Financial Report in compliance with the Town's financial policies. This report covers the financial performance for the period beginning October 1, 2018 to December 31,

2018. The financial condition of the Town remains strong and all reported funds adhere to the 25% fund balance requirements. Also presented was the 1st Quarter Investment Report which also adheres to the Town's Investment Policy. Council Member Hughes, also a member of the Council Finance Committee, advised that the Finance Committee had met and reviewed the report in detail. This item was a presentation and discussion only. No action was taken or required.

Adjourn Meeting

There being no further business to come before the Council, Mayor Chow adjourned the meeting.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

Irma G. Parker, City Secretary