

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK & REGULAR SESSION

November 21, 2019

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

5:45 p.m. Work Session

7:30 Regular Meeting

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

1. **Call Meeting to Order:** Mayor Chow called the meeting to order.

WORK SESSION

2. **Present and Discuss an Update on the Status of Current Capital Improvement Projects in the Public Works, Parks and Recreation, and Airport Departments.**

Presentation: Lisa Pyles, Director of Public Works and Engineering, presented an update of the current capital improvement projects in the Public Works, Parks and Recreation and Airport Departments approved in Fiscal Year 2019/2020 Budget. Each project was described, a status report presented for each project along with a timeline for completion. Staff will be presenting project reports to the City Council from time to time to keep Council abreast of progress.

COUNCIL COMMENTS: Clarification of the various projects were discussed. Council expressed thanks to Staff for the work done on these projects and mentioned that they are looking forward to receiving a progress report of these capital improvement projects.

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3. **Present and Discuss an Update on the Results of the November 5, 2019 Bond Election and the Preliminary Schedule for the Approved Projects.**
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Presentation: Lisa Pyles, Director of Public Works and Engineering, presented an update of Proposals A – E from the November 5, 2019 Bond Election. Election results for each Proposal, a project list of each Proposal and each project’s timeline were presented. Ms. Pyles reported that Staff would coordinate with the Town’s bond counsel and financial advisor to determine an optimized schedule for the sale of the bonds in order to maximize utilization of the Town’s debt capacity while seeking to minimize the impact to the tax rate. Staff will be presenting resolutions for Council approval for reimbursement of expenses, design and construction contracts once finalized. Quarterly updates will be presented.

COUNCIL COMMENTS: Council expressed thanks to Staff for presenting this project status report for the capital projects submitted to the voters at the November 5, 2019 Bond Election. Council noted that this is an ambitious Bond program that will keep everyone very busy for the next several years.

4. **Present and Discuss Options to Recognize and Honor Former City Manager Ron Whitehead and Former Director of Development Services Carmen Moran for Their Service to the Town of Addison.**

Presentation: Janna Tidwell, Director of Parks and Recreation, presented this item. At the July 10, 2018 Council Meeting, Council directed Staff to make recommendations on how best to honor former City Manager Ron Whitehead and Director of Development Services Carmen Moran. City Manager Pierson spoke with Mr. Whitehead for suggestions for this Council project. Mr. Whitehead suggested naming the Vitruvian Amphitheatre, for Ms. Moran but for himself he wanted something understated. Mr. Whitehead requested; that he does not want a statue in his likeness, that he would prefer that nothing be named after him, that any effort only use private funding, and that any recognition would be something understated and humble that communicates that people (he and others) really cared about Addison, and that communicates the beauty/creativity/story of how Addison Circle or Vitruvian came about.

Staff proposed and presented two options for the Ron Whitehead and Carmen Moran recognition projects to the City Council. A graphic of a sample plaque for each honoree was presented.

COUNCIL COMMENTS: Council consensus for each of these projects were:

- Ron Whitehead – Dedicate the plaza at Addison Circle Park in his honor and install a plaque in the paving; and
- Carmen Moran – Name the Amphitheater after Ms. Moran. There is an existing granite medallion at the Amphitheater entry at Vitruvian Park and this will be modified to add the naming element for Ms. Moran to the medallion. In addition, the plaque format presented and approved by Council would be installed on the adjacent concrete wall.

Since Mr. Whitehead wanted something understated, Council Members Quintanilla and Hughes suggested that Mr. Whitehead be advised of Council’s proposed plan to honor him.

5. **Present and Discuss an Update on the Employee Health Insurance Renewal for Calendar Year 2020.**

Presentation: Passion Hayes, Human Resource Director, presented the proposed Employee Health Insurance Renewal for Calendar Year 2020. Ms. Hayes was assisted in this presentation by the Town's Benefits Consultant David Gibson, Vice President of Client Service at Holmes Murphy & Associates (HMA). The Town currently offers two Preferred Provider Organization (PPO) medical insurance plans. Most Town employees (95%) are on the PPO plan with the lower deductible but higher premium structure. In order to provide more choices to our employees, Staff recommended adding an additional PPO option with lower premiums.

The Town's health insurance carrier, Blue Cross/Blue Shield Texas presented a higher deductible plan option which would lower the Town's premiums and would result in savings of approximately \$210,000. However, the program costs presented to renew the current plan included a 4.3% increase. Staff and HMA successfully negotiated a final renewal rate increase of 2%. This 2% increase or \$76,330 is due to a Health Insurance fee that is mandated by the Affordable Care Act.

Ms. Hayes recommended delaying any plan design changes for Fiscal Year 2020, that the Town renew its health insurance plan as is, and that the Town absorb the cost of this increase. If approved, Town employees will not see an increase in rates for calendar year 2020. If Council approves Staff's recommendation this evening, the Town will be required to make a midyear budget amendment for the \$76,330 increased cost. Funds will be available from salary savings.

COUNCIL COMMENTS: The consensus of Council was favorable.

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 matter, including items on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Council, please fill out a City Council Appearance Card and submit it to a staff member prior to the Public Comment item on the agenda. The Council is not permitted to take any action or discuss any item not listed*

on the agenda. The Council may choose to place the item on a future agenda.

Steven Loras, 4114 Rush Circle, Addison, TX: addressed his concerns regarding crosswalk and sidewalk safety, as well as lighting issues.

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.*

6. **Consider Action on a Resolution to Approve a Three-Year Conventional Hangar Lease with ADS Importing, LLC, (DBA Thrust Flight) for 4700 Airport Parkway at Addison Airport and Authorize the City Manager to Execute the New Lease.**
7. **Consider Action on a Resolution to Approve a Three-Year Conventional Hangar Lease with ADS Importing, LLC, (DBA Thrust Flight) for 4736 Airport Parkway at Addison Airport and Authorize the City Manager to Execute the New Lease.**
8. **Consider Action on a Resolution to Approve a Three-Year Conventional Hangar Lease with ADS Importing, LLC, (DBA Thrust Flight) for 4660 Jimmy Doolittle Drive at Addison Airport and Authorize the City Manager to Execute the New Lease.**
9. **Consider Action on a Resolution to Approve a Contract Between the Town of Addison and American Abatement, LLC for the Removal of Asbestos Containing Materials from 4726 and 4730 George Haddaway Drive and Authorize the City Manager to Execute the Agreement in an Amount Not to Exceed \$54,200.**
10. **Consider Action on a Resolution to Approve a Contract with The World Affairs Council of Dallas/Fort Worth for Consulting Services and Authorize the City Manager to Execute the Agreement in an Amount Not to Exceed \$60,000.**
11. **Consider Action on a Resolution to Approve Renewing Blue Cross Blue Shield of Texas as the Employee Health Insurance and Directing the City Manager to Negotiate and Execute an Agreement in Accordance with the Benefits Schedule.**
12. **Consider Action to Approve the Fourth Quarter Update from the Finance Committee to the City Council for the Period from July 2019 to September 2019.**

Mayor Chow asked if there were any requests to move any item from the CONSENT AGENDA to be discussed separately. Mayor Pro Tempore Braun requested to remove item 9 and Council Member Hughes requested to remove items 9 and 10 for separate discussion. Mayor Chow called for a motion to approve Consent Agenda Items 6, 7, 8, 11 and 12 as submitted

MOTION: Mayor Pro-Tempore Braun moved to approve Items 6,7,8,11, and 12 as presented. Council Member Willesen seconded the motion. Motion carried unanimously.

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Item #9 – Mayor Pro Tempore Braun requested that the 10% contingency fee of \$4,625 be inserted in this Resolution as follows: *‘in an amount not to exceed \$49,275 plus an additional 10% owner’s contingency **of \$4,925**, authorizing...’*.

MOTION: Mayor Pro Tempore Braun moved to approve Item #9 with the addition of the 10% of contingency fee of \$4,625. Deputy Mayor Pro-Tempore Ward seconded the motion. Motion carried unanimously.

Item #10: Council Member Hughes noted that World Affairs Council (WAC) President and CEO James Falk was in attendance therefore Council Member Hughes offered Mr. Falk the opportunity to address the City Council. Mr. Falk addressed the City Council and thanked the Town for the continued support and partnership. Council thanked Mr. Falk and the WAC for their efforts to enhance the Town’s international Business development efforts.

MOTION: Deputy Mayor Pro-Tempore Ward moved to approve Consent Agenda Item #10 as presented. Council Member Hughes seconded the motion. Motion carried unanimously.

Resolution No. R19-104: ADS Importing, LLC (dba Thrust Flight) 4700 Airport Parkway Lease

Resolution No. R19-105: ADS Importing, LLC (dba Thrust Flight) 4736 Airport Parkway Lease

Resolution No. R19-106: ADS Importing, LLC (dba Thrust Flight) 4660 Jimmy Doolittle Drive Lease

Resolution No. R19-107: Asbestos Removal Contract with American Abatement, LLC

Resolution No. R19-108: World Affairs Council of Dallas/Fort Worth Agreement

Resolution No. R19-109: Blue Cross Blue Shield Employee Health Insurance Renewal

Regular Items

13. **Hold a Public Hearing, Present, Discuss, and Consider Action on a Resolution Nominating Bank of America Corporation, Located at 16001 Dallas Parkway, to the Office of the Governor, Economic Development & Tourism Through the Texas Economic Development Bank as an Enterprise Project Under the Texas Enterprise Zone Act.**

Orlando Campos, Director of Economic Development and Tourism, presented Bank of America’s request for support and nomination to participate in the Texas Enterprise Zone Program. This Program supports and manages an incentive program to encourage private investment and job creation is administered by the Governor’s Office of Economic Development and Tourism. As part of the application process, the Town is required to hold a public hearing

and pass a resolution supporting the project. If selected by the State, Bank of America would qualify for sales and use tax refunds on renovation of their location in Addison. The last Texas Enterprise Zone Program nomination by the Town was made in 2011 for Mary Kay Cosmetics.

PUBLIC HEARING: Mayor Chow opened the Public Hearing and asked if anyone wished to speak at this Public Hearing. There being no requests to address Council at this Public Hearing, Mayor Chow closed the Public Hearing.

MOTION: Council Member Willesen moved to approve the Resolution as submitted. Deputy Mayor Pro-Tempore Ward seconded the motion. Motion carried unanimously.

Resolution No. R19-110: Nominating Bank of America Corporation as an Enterprise Project

14. **Present, Discuss and Consider Action on a Resolution to Elect a Suburban Cities' Representative to the Dallas Central Appraisal District Board of Directors.**

City Manager Wes Pierson presented this Resolution to cast a vote in nomination for the Suburban City Representative to the Dallas Central Appraisal District Board of Directors. The taxing entities that vote on the appraisal district's budget, county, city, school and special districts, select the directors on this Board of Directors. The current Suburban City Representative is Michael Hurtt. Another four (4) entities submitted nominees to be considered for this post.

Mayor Chow stated Mr. Hurtt, the former mayor of Desoto, has served in this capacity for several years and expressed interest in continuing his service. Additionally, Mayor Chow opined that Mr. Hurtt, who was being nominated by the cities of Desoto, Duncanville and Richardson, had done an excellent job of representing the Suburban cities.

MOTION: Mayor Joe Chow moved to approve a resolution casting its vote for Mr. Michael Hurtt as the Suburban Cities' Representative to the Dallas Central Appraisal District Board of Directors. Council Member Hughes seconded the motion. Motion carried unanimously.

Resolution No. R19-111: Casting a vote for of Michael Hurtt for 2-year term on Dallas Central Appraisal District Board of Directors

15. **Present and Discuss the Finance Department Quarterly Financial Report of the Town of Addison for the Fiscal Year 2019 Fourth Quarter Ended September 30, 2019.**

Bill Hawley, Acting Interim Chief Financial Officer, presented the Fourth Quarter Financial report to the City Council. The report covered the financial performance for fourth quarter of Fiscal Year 2019, which is July 1, 2019 to September 30, 2019, along with detailed exhibits to demonstrate the current financial position for the following funds: General, Hotel, Airport, Economic Development, Utility and Stormwater.

In addition to the 4th Quarter Financial Report, Mr. Hawley presented the Fourth Quarter Investment Report and advised that the Town's Investment Policy was in line with state regulations and in keeping with the Town's policies. This item was presented for information only. No Council action was taken.

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