

DRAFT

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

October 29, 2019

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 Tom Braun; Deputy Mayor Pro Tempore Lori Ward; Council Member Ivan Hughes; Council Member Guillermo Quintanilla; Council Member Paul Walden; Council Member Marlin Willesen.

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

2. **Present and Discuss the Sam's Club and Surrounding Areas Special Area Study Findings and Recommendations Regarding Future Development of the Properties Within That Area of the Town Generally Bounded on the North by Belt Line Road, on the East by Midway Road, on the South by an Oncor Utility Easement Located Approximately 250 Feet North of Proton Drive, and on the West by the Addison Grove Development, and the Midway Meadows and Towne Lake Neighborhoods.**

Presentation: Charles Goff, Director of Development Services, presented this item. He provided background of the Special Area Study as it was presented to the Council in 2014 and 2015. He reviewed that there was an Advisory Committee appointed, public input was obtained, community meetings held, and two development concepts created. One focused on neighborhoods and the second focused more on commercial and employment.

At that time the Council only provided direction on the portion of the study area that was the former Sam's Club property. The vision of the other areas was never finalized. Mr. Goff reminded Council that there are approximately 50 acres of land in the study area that includes

11 separate properties. The current land uses include retail, restaurant, office and hotel. In 2015 the direction from Council was to encourage the developers to explore a mixed used development with a retail component that maximizes residential ownership.

Mr. Goff presented the two concepts considered by the Advisory Committee as well as the Preferred Development Concept. A summary of the community's responses, both in support and mixed, was provided. Mr. Goff also reviewed the feedback received from Council when they discussed the matter again in 2017.

Mr. Goff explained that a developer has approached staff with a proposal similar to the Preferred Development Concept and is requesting direction regarding the Town's vision for the area. Mr. Goff asked Council whether they would like to finalize the plans as presented, start a new study, or review the existing study for possible changes.

COUNCIL COMMENTS: Council members discussed the plans presented in detail, specifically regarding the proposed multi-family area and whether it should be a senior living facility; also zoning, buffers, and privacy. Council Member Willesen expressed that he is not in favor of multi-family. Council Member Hughes stated that more attention to detail should be considered by the Council and those details provided to the public for input prior to Council approval. Mayor Pro Tempore Braun stated that the most important factors for residents are views, noise, and traffic. Council Member Walden agreed with Mayor Pro Tempore Braun's statement however added that he is generally okay with the concept plan as it is.

Several options were discussed as to how to obtain public input on the development. City Manager Wes Pierson advised that the methods used for the recent Parks and Recreation Master Plan were successful and can be utilized for this project. There was general agreement among Council members that a new Advisory Committee be formed to review the existing study and determine whether any of the plan needs to be revised. Applications will be taken for the committee with appointments in January 2020.

Commented [WP1]: Council Member Willesen proposes to replace:

"review the existing study and determine whether any of the plan needs to be revised."

With:

"create a new study."

3. Present and Discuss Potential Regulations Regarding Semi-Truck Parking.

Presentation: This item was presented by Management Analyst Miesha Johnson. She presented an overview of the Town's current semi-truck (over ¾ ton) parking regulations for residential and at Addison Town Center, and other regulations that apply to semi-truck parking in public places. Some Council members have received complaints about trucks parking for extended periods of time in some commercial areas. It was noted that the Target store recently posted "No Truck Parking" signs, that appear to have been effective. Ms. Johnson also provided information regarding truck parking regulations in Plano (4-hour limit except in industrial areas) and Frisco (no overnight semi-truck parking in large retail centers.) None of Addison's comparison cities prohibit semi-truck parking in commercial areas. Ms. Johnson asked the Council whether they would like regulations for semi-truck parking to be developed and if so, whether they would prefer no parking at all or as an alternative, just prohibit overnight parking.

COUNCIL COMMENTS: Several aspects of whether to allow semi-truck parking or not were expressed by the Council Members, including how such regulations would be enforced. While

some Council members felt strongly that new regulations were needed, others requested more data as to whether this matter is an issue that needs additional regulations. Mayor Chow summarized that more research needs to be done and then the Council will discuss it again.

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.*

No residents or audience members requested to speak.

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.*

Council Member Willesen requested that Agenda Item 6 be pulled for separate discussion, and Council Member Walden requested that Agenda Item 11 also be pulled for separate discussion.

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4. **Consider Action on the Minutes of the October 8, 2019 City Council Meeting**

 5. **Consider Action on a Resolution to Approve a Grant Funding Agreement Between the Town of Addison and Addison Arbor Foundation and Authorize the City Manager to Execute the Grant Funding Agreement in an Amount Not to Exceed \$65,000.**

 6. **Consider Action on a Resolution to Approve a Grant Funding Agreement Between the Town of Addison and Metrocrest Chamber of Commerce and**

Commented [WP2]: Council Member Willesen proposes to replace:

"Mayor Chow summarized that more research needs to be done and then the Council will discuss it again."

With:

"Mayor Pro Tem Braun suggested, to enforce the current ordinance at Addison Town Center, reach out to UDR about the parking lot and gather more research gained a clear consensus with the Council."

Authorize the City Manager to Execute the Grant Funding Agreement in an Amount Not to Exceed \$35,000.

(This item pulled from Consent Agenda by Council Member Willesen for separate discussion.)

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7. **Consider Action on a Resolution to Approve a Grant Funding Agreement Between the Town of Addison and Metrocrest Services and Authorize the City Manager to Execute the Grant Funding Agreement in an Amount Not to Exceed \$66,120.**

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8. **Consider Action on a Resolution to Approve a Grant Funding Agreement Between the Town of Addison and The Family Place and Authorize the City Manager to Execute the Grant Funding Agreement in an Amount Not to Exceed \$2,500.**

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9. **Consider Action on a Resolution to Approve a Grant Funding Agreement with On Eagles Wings, Inc. d/b/a Woven Health Clinic and Authorize the City Manager to Execute the Grant Funding Agreement in an Amount Not to Exceed \$5,000.**

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10. **Consider Action on a Resolution Approving the Purchase of Upgraded Taser 7's and Authorizing the City Manager to Execute the Purchase Agreement in an Amount Not to Exceed \$128,885.90.**

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11. **Consider Action on a Resolution to Approve a Contract for Annual Tree Maintenance Services with Elite Tree Service and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$152,000.**

(This item pulled from Consent Agenda by Council Member Walden for separate discussion.)

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12. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Garver, LLC for Construction Management Services Related to the Construction of the Landside of the US Customs and Border Protection and Airport Administration Office Combined Facility, and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$98,573.**

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13. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Garver, LLC for Construction Management Services Related to the Construction of the Airside Improvements of the US Customs and Border Protection and Airport Administration Office Combined Facility, and Authorizing the City Manager to Execute the Agreement in an Amount Not to**

Exceed \$86,300.

14. **Consider Action on a Resolution Approving an Aviation Bulk Fuel Dispensing License Agreement Between the Town of Addison and Eagle Land & Cattle Co. at Addison Airport and Authorizing the City Manager to Execute the New Fuel Farm License Agreement.**
15. **Consider Action on a Resolution Approving the Second Renewal of the Master Services Agreement for Professional Engineering Services with Cobb, Fendley & Associates, Inc., Related to the Civil Engineering Review of Private Development Plans for Public Infrastructure, and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$75,000.**

Mayor Chow called for a motion to approve the Consent Agenda.

MOTION: Deputy Mayor Pro Tempore Ward moved to approve Consent Agenda Item Numbers 4, 5, 7, 8, 9, 10, 12, 13, 14, and 15. Council Member Hughes seconded the motion. Motion carried unanimously.

Regarding Consent Agenda Item Number 6: Council Member Willesen questioned why there are no itemized amounts stated for each category listed in the grant funding agreement, like has been done in other agreements such as the service agreement with the World Affairs Council. There was a discussion between Council members and the Town's Attorney Brenda McDonald, on the distinction between a service agreement that is paid quarterly based on its activities and reporting, and a grant funding agreement that is paid fifty percent at a time twice a year and reported on to the Town quarterly. It was stated that the way these types of agreements are drafted can be discussed at a future meeting. City Manager Pierson advised he will have the matter on an agenda during the first quarter of calendar year 2020.

Council Member Willesen advised that he will vote no on this item due to the way it is drafted, but that his no vote is not against the Metrocrest Chamber of Commerce.

MOTION: Deputy Mayor Pro Tempore Ward moved to approve Consent Agenda Item Number 6 as presented. Council Member Hughes seconded the motion. Motion carried with Council Member Willesen voting against.

Regarding Consent Agenda Item Number 11: Council Member Walden asked whether this contract has any impact on the pruning that Oncor does in their utility easements. Janna Tidwell, Director of Parks and Recreation, answered this question stating that Oncor does their own pruning in order to protect their overhead power lines that the Town does not control Oncor's pruning. Ms. Tidwell also provided a breakdown of the components of the agreement as they pertain to various locations. She noted that the Town's ordinance covers tree maintenance on commercial private property and that it requires a permit.

Commented [WP3]: Council Member Willesen proposes to replace:

"like has been done in other agreements such as the service agreement with the World Affairs Council."

With:

"as they are in the current Town of Addison / Metrocrest Chamber of Commerce Service Agreement."

MOTION: Council Member Walden moved to approve Consent Agenda Item Number 11.
Mayor Pro Tempore Braun seconded the motion. Motion carried unanimously

Resolution No. R19- 83- Grant Funding Agreement - Addison Arbor Foundation
Resolution No. R19- 84- Grant Funding Agreement - Metrocrest Chamber of Commerce
Resolution No. R19- 85- Grant Funding Agreement - Metrocrest Services
Resolution No. R19- 86- Grant Funding Agreement - The Family Place
Resolution No. R19- 87- Grant Funding Agreement - Woven Health Clinic
Resolution No. R19- 88- Purchase of Upgraded Taser 7's
Resolution No. R19- 89- Elite Tree Service Contract
Resolution No. R19- 90- Airport Construction Management Services - Landside
Resolution No. R19- 91- Airport Construction Management Services - Airside
Resolution No. R19- 92- Fuel Farm License Agreement
Resolution No. R19- 93- Master Services Agreement with Cobb Fendley

Regular Items

16. **Present, Discuss, and Consider Action on an Ordinance Granting a Meritorious Exception to Section 62-208 of Chapter 62 of the Code of Ordinances to Allow a 60 Square Foot Temporary Real Estate Sign, on the Property Located at 4150 Belt Line Road, Providing a Penalty Not to Exceed Five Hundred and No/100 Dollars (\$500.00) for Each Offense and a Separate Offense Shall be Deemed Committed Each Day During or on Which Violation Occurs or Continues.**

Olga Chernomorets, Planning and Development Manager, presented this item. She explained that the developer for the townhomes at this location has requested temporary signage that exceeds the allowable sign face square footage. She reviewed that the Code of Ordinances, Chapter 62, Section 62-208 regulates this type of sign by restricting the number, location and size which is specifically 36 square feet on the face of the sign. The applicant is requesting a 60 square foot sign on Lot 4 of Block A on the Oak Street side in order to increase visibility. Ms. Chernomorets advised that after a meritorious exception has been given, the applicant would have to reapply every 12 months to continue keeping the temporary sign. Condition of the sign would be considered at that time however, any deterioration prior to that would be addressed by the Code Enforcement department. The developer spoke briefly and advised that the project should be complete in a year and a half, and a model should be open by the end of this year.

MOTION: Mayor Pro Tempore Braun moved to approve Item 16 as presented. Council Member Hughes seconded the motion. Motion carried unanimously.

Ordinance No. O19- 16

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17. **Present, Discuss, and Consider Action on a Resolution Appointing Four Members to Serve on the Planning & Zoning Commission for Two-Year Terms Commencing January 1, 2020 and Providing an Effective Date.**

City Secretary Irma Parker reviewed which places on the Planning and Zoning Commission have terms expiring December 31, 2019 and the Council members who can nominate each of those positions. A list of applicants was provided to the Council.

Council Nominations:

Mayor Pro Tempore Braun- would like to reappoint Robert Catalani to Place 4
Deputy Mayor Pro Tempore Ward- would like to reappoint Eileen Resnik to Place 5
Council Member Hughes- would like to reappoint Tom Souers to Place 7

Mayor Chow stated that Jerry Dougan (Place 6) notified him that he will be moving out of Addison during the next year. He thanked Mr. Dougan for his service. Mayor Chow then stated he would like to appoint Chris DeFrancisco to serve in Place 6.

MOTION: Council Member Walden moved to approve the nominations. Mayor Pro Tempore Braun seconded the motion. Motion carried unanimously.

MOTION: Council Member Hughes moved to approve the resolution. Mayor Pro Tempore Braun seconded the motion. Motion carried unanimously.

Resolution No. R19- 94

18. **Present, Discuss, and Consider Action on a Resolution Appointing Four Members to Serve on the Board of Zoning Adjustment for Two-Year Terms Commencing January 1, 2020 and Providing an Effective Date.**

City Secretary Parker reviewed which places on the Board of Zoning Adjustment have terms expiring December 31, 2019 and the Council Members who can nominate each of those positions. A list of applicants was provided to the Council.

Council Nominations:

Mayor Pro Tempore Braun- would like to reappoint E.J. Copeland to Place 4
Deputy Mayor Pro Tempore Ward- would like to reappoint Jeanne Dunlap to Place 5
Council Member Hughes- would like to appoint J.T. McPherson to Place 7
Mayor Chow- would like to reappoint Gary Krupkin to Place 6

MOTION: Deputy Mayor Pro Tempore Ward moved to approve the resolution appointing the previously stated nominations. Mayor Pro Tempore Braun seconded the motion. Motion carried unanimously.

Resolution No. R19- 95

19. **Present, Discuss, and Consider Action on a Resolution Appointing Fourteen Members to the Charter Review Commission Pursuant to Home Rule Charter Section 11:29 and Establishing Certain Procedural Matters Regarding the Commission and Other Matters Related to the Commission.**

Commented [WP4]: Council Member Willesen proposes to add:

"Council Member Willesen asked if Mr. Chris DeFrancisco could serve as a Planning & Zoning Commissioner and as a member of the Board of Zoning Adjustment at the same time. The City Attorney stated she would have to look into this and provide a determination."

City Secretary Parker advised the Council that the Home Rule Charter requires a review by a Charter Commission at least every ten years to make recommendations for possible changes. Recommended changes would be presented for a vote during the May 2020 election. Applications were received and Council was provided with a list of applicants. Mayor Chow asked each Council member to select two people from the list for appointment.

Council Nominations:

Mayor Chow- Margie Gunther and Nancy Williams
Mayor Pro Tempore Braun- Nancy Craig and Kent Dominique
Deputy Mayor Pro Tempore Ward- David Collins and Kim Boyle
Council Member Hughes- Bruce Arfsten and Jimmy Niemann
Council Member Quintanilla- Jim Duffy and Liz Oliphant
Council Member Walden- Ron Whitehead and Susan Halpern
Council Member Willesen- Mary Ann Mayer Redmond and J.T. McPherson

Council Member Willesen encouraged Town residents to attend the committee meetings in order to learn more about the Town's Charter.

MOTION: Council Member Hughes moved to approve the resolution appointing the previously stated nominations. Motion was seconded by Council Member Walden. Motion Carried unanimously.

Resolution No. R19- 96

20. **Present, Discuss, and Consider Action on a Resolution Creating and Appointing Members to the Addison Census Complete Count Committee for the 2020 Decennial Census; Specifying Power and Duties of the Committee and Designating Staff Liaisons; Providing for Automatic Termination of the Committee; Providing for Service Without Compensation and Providing an Effective Date.**

City Secretary Parker reviewed that at a Council meeting in September Planning and Development Manager Olga Chernomorets presented information from the United States Census Bureau regarding the 2020 Census. The Census Bureau has requested local governments help educate and motivate residents to participate in the Census by establishing a Complete Count Committee. Addison is also working with Dallas County in these efforts. There was a brief discussion regarding waiting until another meeting to make appointments however Mr. Goff advised the Council that due to timing of the available training for Complete Count Committees, the individuals need to be appointed now. A map showing applicant addresses was provided to the Council

Twenty-three applications were received. There is not a specific number of people for the Committee so after discussion, the Mayor advised Council may each appoint three individuals. Council Member Willesen advised that he has three people who have not yet submitted applications that he would like to appoint. (Applications will be forthcoming.) He also asked if

non-residents could be appointed, such as those who are involved with local businesses. It was determined that residency is not a requirement.

Council Nominations:

Mayor Chow- Darren Gardner, David Collins, and Jeanne Dunlap
Mayor Pro Tempore Braun- Brandon Bowers, Chris Carter, and Juli Branson,
Deputy Mayor Pro Tempore Ward- Adam Gordon, Susan Milholland, and Suzann “Suzie” Oliver
Council Member Hughes- Fran Powell, Nancy Craig, and Tom Hansen
Council Member Quintanilla- Colleen Campbell, Eugene Kelly, and Lorrie Semler
Council Member Walden- Deirdre Moore, Mark Alan Wolfe, and Megan Bedera
Council Member Willesen- Ben Paquette, Jessica Zazzara, and Dotti Singhal

MOTION: Council Member Quintanilla moved to the resolution including the previously stated 21 nominations. Motion was seconded by Council Member Willesen. Motion passed unanimously.

Resolution No. R19- 97

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