

DRAFT

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

June 9, 2020

**Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254
6:00 p.m. Work Session & Regular Meeting**

The Addison City Council, using electronic medium, conducted its Regularly Scheduled Meeting on Tuesday, June 9, 2020. The meeting was not conducted at Town Hall. A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. Members of the public were entitled to participate; detailed instructions were provided, and the meeting was live streamed on Addison's website at www.addisontexas.net.

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

Mayor Chow led the Pledge of Allegiance.

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

WORK SESSION

2. **Present and Discuss Any Action Necessary or New Information Regarding the COVID-19 Pandemic.**

City Manager Wes Pierson advised that on June 3, 2020 Governor Abbot issued Executive Order GA26 for Phase 3 allowing all businesses to open at 50 percent capacity with continued adherence to established health protocols. He reminded everyone that COVID-19 is still circulating and reviewed the established practices that everyone should still be following.

Deputy City Manager Ashley Mitchell provided an update for the Addison Athletic Club, adding that staff hopes to open the pool on July 1st. On June 15th limited group classes and one racquetball court is scheduled to be opened. The Athletic Club is operating at 50 percent capacity, and the Les Lacs Linear Park Pavilion will be opened with reservations. Mr. Pierson added that dog parks opened on June 1st with scheduled closings for cleaning. The schedule for closings is on the Town website and posted at the dog parks.

3. Present and Discuss Updates from the Non-Profit Organizations that Receive Grant Funding from the Town of Addison.

Deputy City Manager John Crawford advised that the non-profit organizations were present virtually to give five-minute presentations regarding their respective missions and the services each provides to the Addison community. The list of organizations that made presentations included: Addison Arbor Foundation, Dallas Cat Lady, Metrocare Services, Metrocrest Services, Outcry Theatre, The Family Place, WaterTower Theatre, and Woven Health Clinic. The Cavanaugh Flight Museum also had grant funds allocated for them in Fiscal Year 2020 however they did not present at this meeting.

4. Present and Discuss the Proposed Issuance of 2020 General Obligation Bonds and 2020 Taxable Refunding Bonds.

Chief Financial Officer Steven Glickman presented this item. He provided the background of this item, saying that on November 5th, 2019, the Town of Addison had all five bond propositions approved by voters totaling \$70,620,000. The proposed 2020 General Obligation Bond issuance would be in the amount of \$15,135,000 from the following authorizations:

- \$14,030,000 from the authorized \$22,300,000 from Proposition A for street improvements. This would fund the design costs of Keller Springs Road and Airport Parkway, to which contracts have been awarded by Council, and the reconstruction of Keller Springs Road.
- \$365,000 of the authorized \$6,723,000 from Proposition C for parks and recreation improvements and facilities. This would fund design of improvements to the Addison Athletic Club including locker room reconfiguration, gymnasium and track improvements, and pool modernization.
- \$140,000 from the authorized \$7,395,000 from Proposition D for improvements to existing municipal buildings. This would fund the design of the HVAC and roof at the Addison Athletic Club as well as the boiler replacement, to which the Council has approved a reimbursement resolution and the project is completed.
- \$600,000 from the authorized \$600,000 from Proposition E for traffic control systems to which a contract has been awarded by Council.

He advised that additionally, the Town has the opportunity to refund the 2012 General Obligation Bonds and 2013B Taxable General Obligation Bonds which is estimated to create \$795,088, or 6.50%, in Net Present Value savings over the remaining life of the debt.

Mr. Glickman reviewed that the projected impact to the tax rate will likely be less than anticipated due to the current interest rate environment. The refunding opportunities will net a total savings of \$70,000 to \$75,000 per year. Mr. Glickman provided a timeline of the process for issuing new and refunding some existing bonds, saying that funds should be received from the bond sale in September. Council Member Hughes expressed his appreciation of the lower tax rate and the work put into this presentation.

5. Present and Discuss Council Liaison Opportunities and Appointments.

City Secretary Parker advised that historically liaison assignments have been divided among Council Members. The assignments are intended to provide a greater depth of understanding about the technical nature of certain community features, issues, or programs such as the Airport, Economic Development, and the Arbor Foundation. Once assigned, liaisons report back to the City Council with status reports regarding various projects and initiatives.

Council Member Willesen advised that Outcry Theatre had asked him to be Council Liaison for their organization. This assignment was added to the liaison list. The Addison Business Association, which is now part of the Metrocrest Chamber of Commerce, the Addison Legacy Foundation and Community Partners Bureau were removed from the liaison list. Deputy Mayor Pro-Tempore Quintanilla indicated interest in participating in the North Texas Commission. Council Member Braun will check into this possibility. Following Council discussion, the following assignments were made:

ORGANIZATION	CHOW	WARD	QUINTANILLA	BRAUN	HUGHES	WALDEN	WILLESEN
Addison Airport/ATTAC			X				X
Addison Arbor Foundation						X	
Addison/Farmers Branch Ad Hoc Committee	X	X		X			
Cavanaugh Flight Museum							X
Education				X			X
Finance Committee				X	X		X
Greater Dallas Regional Chamber		X					
Metrocrest Chamber of Commerce				X	X		
Metroplex Mayors	X						
North Dallas Chamber		X	X				
North Texas Commission				X			
Outcry Theatre							X
RTC/NCTCOG					X		
Silver Line (Cotton Belt), DART, TML, TMRS	X	X	X	X	X	X	X
Water Tower Theatre				X			
World Affairs Council	X	X			X		

REGULAR MEETING

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.*

City Secretary Irma Parker read one email received from Mr. Howie Issacs requesting that Kaboom Town festivities be conducted as has been done in the past with citizen access to Addison Circle Park.

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 the Minutes of the May 26, 2020 City Council Meeting.**
7. **Consider Action to Approve a Resolution Accepting the Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant from Texas Department of Transportation (TxDOT) in the Amount of \$157,000.**
8. **Consider Action to Approve the Second Quarter Update from the Finance Committee to the City Council for the Period from January 2020 to March 2020.**
9. **Consider Action to Approve a Resolution Re-Appointing Ivan Hughes as Representative and Paul Voelker as Alternate to the Aggregated Position of Representative to the Regional Transportation Council of the North Central Texas Council of Governments.**

ADDENDUM ITEM

- 9.1 **Consider Action to Approve a Resolution Confirming and Ratifying the Execution by the City Manager of An Application for An Extension of Time to Water Use Permit No. 5383B Filed with the Texas Commission on Environmental Quality (TCEQ) and Authorizing the City Manager to Execute all documents, applications and agreements related to Water Use Permit No. 5383A and 5383B.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion. There were none.

MOTION: Mayor Pro Tempore Ward moved to approve Consent Items 6,7,8,9, and 9.1. Council Member Walden seconded the motion. Motion carried unanimously.

Resolution No. R20-045: Accept CARES Act Grant from TxDOT

Resolution No. R20-046: Reappoint Ivan Hughes and Paul Volker to the Regional Transportation Council of the North Central Texas Council of Governments

Regular Items

10. **Present, Discuss and Consider Action on a Resolution Approving an Interlocal Agreement Between the Town of Addison and Dallas County for the Distribution of**

CARES Act Funds to the Town for Authorized CARES Act Activities and Authorize the City Manager to Execute the Agreement.

Assistant to the City Manager Bill Hawley presented this item. He advised that the Town of Addison is eligible to receive CARES Act funding through Dallas County for the reimbursement of eligible expenses in relation to COVID-19 in the amount of \$894,465. To receive the funds, the Council must approve an Interlocal Agreement with Dallas County. Examples of eligible expenses include reimbursement for the acquisition of personal protective equipment and sanitizing products. Expenses to assist residents and small business are also eligible for reimbursement. Mr. Hawley advised that to date the Town has \$96,000 in eligible expenses and during the next six months could have an additional \$100,000 - \$200,000 in eligible expenses. Mr. Hawley also advised that the \$85,000 in emergency funding provided to Metrocrest Service to be used to assist Addison residents is eligible for reimbursement. Metrocrest Services has requested an additional \$200,000 in emergency funding to assist Addison Residents. Orlando Campos, Director of Economic Development and Tourism, created a Back to Work program that has incurred \$7,425 in reimbursable expenses.

Mr. Campos advised that the Economic Development and Tourism department initiated a COVID-19 economic impact survey which was sent to 1,600 local businesses to gauge the impact of the pandemic. He advised that based on the surveys received so far some of the small businesses did not apply or did not receive funding through the earlier government assistance loans. Mr. Campos added that the challenge for small businesses at this time is cash flow. He proposed implementing an Addison CARES Lease and Mortgage Grant Program. He reviewed the criteria to be eligible and explained that the program would provide 75 percent of a two-month lease or mortgage payment with a maximum of \$10,000 per business for those who qualify. Mr. Campos added this will help the landlords as well as the business owners and employees. Mr. Campos advised that based on survey responses he has approximately 50 businesses could qualify. He noted that this program is for businesses that have not received other grant funding or small business loans from the government.

Council Member Willesen stated that other non-profits such as the Family Place and Metrocare Services have also assisted residents and suggested to consider them for assistance as well. City Manager Pierson responded that due to the specific criteria that must be met to receive these grant funds, Metrocrest Services would likely provide a broader base for distribution to the residents. Mr. Pierson added that this agenda item is to approve the Interlocal Agreement and to provide general direction on how the funds are used. He advised staff is recommending that \$200,000 be allotted to the Town for reimbursement; \$200,000 be allotted for Metrocrest Services; and, that \$500,000 be allotted for the business program. Fine-tuning of the distribution will be determined later. It was also stressed that staff could have some flexibility in the distribution amounts.

MOTION: Council Member Hughes moved to approve Item 10 as presented. Council Member Willesen seconded the motion. Motion carried unanimously.

Resolution No. R20-20-047: Interlocal Agreement with Dallas County for CARES Act Funds

11. Present, Discuss, and Consider Action on a Resolution to Approve the Agreement for Architectural and Engineering Services with LPA, Inc to Develop Construction Documents for Renovations at the Addison Athletic Club and Authorize the City Manager to Execute the Agreement in an Amount Not to Exceed \$495,000.

Jana Tidwell, Director of Parks and Recreation presented this item. She provided the background on this item and reviewed the status of the priority list of Athletic Club improvements as follows:

- HVAC* Replacement & Upgrades- Majority of HVAC replacement completed in 2019. Boiler replacement completed in 2019. HVAC replacement for the indoor pool not complete.
- Lobby / Core Building Improvements (replace elevator, general painting, carpet replacement)- Elevator replaced.
- Gymnasium and Track Improvements (Convert 2 Racquetball Courts to Exercise Space, New Lighting in Gym)- Racquetball courts partially converted.
- Locker Room Renovations Not complete.

Ms. Tidwell advised that funds were allocated in the FY 2020 budget in the amount of \$451,500 for a portion of the core building improvements identified from the master plan but that utilization of these funds had been put on hold due to the economic impacts to Addison's economy caused from the Covid-19 pandemic. These items will be included in the design of the project and will be bid out as alternate bid items so Council can consider funding them later.

Ms. Tidwell discussed the Athletic Club items that were recommended by 2019 Bond Advisory Committee which were approved by voters in November, 2019.

Ms. Tidwell explained how LPA was selected for this work outlined the project scope to develop construction drawings for the renovations associated with the core building updates and the voter approved bond items. Ms. Tidwell reviewed each planned task along with the budgeted amount for the tasks and the funding sources. Funds for the services have been allocated from the 2020 Bond Funds Propositions C & D in the amount of \$450,000 and \$45,000 from the FY 2020 budget for a total of \$495,000.

Council Member Quintanilla requested clarification on two items in the contract agreement. Ms. Tidwell responded that this is standard contract language, and that the improvements will be done as a single project. The approval for this agenda item is for professional services to develop construction documents for the renovations.

MOTION: Deputy Mayor Pro Tempore Quintanilla moved to approve Item 11 as presented. Council Member Walden seconded the motion. Motion carried unanimously.

Resolution No. R20-048: Agreement with LPA, Inc., Addison Athletic Club Renovations

12. Present, Discuss, and Consider Action on Potential Changes to the 2020 Kaboom Town! Festival and Fireworks Show.

Council Members Hughes and Braun advised they have received input from residents in favor of having the Kaboom Town festivities as usual and from those who are against it. Director of Special Events Jasmine Lee reviewed the proposed changes that includes closing Addison Circle Park, not holding the typical festival and not having the air show as usual. The fireworks display would be held as usual beginning at 9:30 p.m. Anyone interested in viewing the fireworks is being encouraged to book hotel rooms with good viewing of the fireworks, to view from their vehicles, or visit restaurants that are holding watch parties. Ms. Jasmine advised that the Town is working with a professional firm to live-stream the fireworks on YouTube and on the Visit Addison Facebook page.

City Manager Pierson added that the Town is unable to police social distancing at the parks and restaurants and this plan gives the residents the opportunity to view the fireworks while exercising responsible behaviors. Council Member Willesen inquired whether the live stream would be recorded for later viewing. Ms. Lee replied that she is unsure at this time. City Manager responded to Council Member Hughes' inquiry as to what other towns are doing regarding fireworks shows.

Council Members spoke in favor of having the fireworks show and closing Addison Circle Park as recommended by the staff, except for Mayor Chow who spoke against having the fireworks show.

MOTION: Mayor Pro Tempore Ward moved to approve Item 12 to proceed with Kaboom Town Fireworks as described by staff. Council Member Willesen seconded the motion. Motion carried 6 to 1, with Mayor Chow voting against.

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