

# **DRAFT**

## **OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL**

**January 12, 2021**

**Executive Session, Work Session & Regular Meeting  
5:30 p.m.**

**Addison TreeHouse  
14681 Midway Rd., Addison, TX 75001**

The Addison City Council conducted its Regular Council Meeting on Tuesday, January 12, 2021 at the Addison TreeHouse with a quorum of the City Council physically present. Limited seating for members of the public was available using CDC recommended social distancing measures. The Town utilized telephone and videoconferencing to facilitate participation in the meeting. Interested parties were able to make public comments and address the Council via emailed comments submitted to the City Secretary at [iparker@addisontx.gov](mailto:iparker@addisontx.gov) by 3:00 pm on the meeting day. Members of the public were also entitled to participate remotely via Toll-Free Dial-in Number: 877.853.5247; Meeting ID: 409.327.0683 Participant ID: #. Detailed instructions on how to participate in this meeting were available on the Town's website on the Agenda Page. The meeting was live streamed on Addison's website at [www.addisontexas.net](http://www.addisontexas.net)

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

---

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

---

**Pledge of Allegiance:** Mayor Chow led the Pledge of Allegiance

---

### **EXECUTIVE SESSION**

**Closed (Executive) Session of the Addison City Council pursuant to: Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney pertaining to:**

- *Bigelow Arizona TX-344, Limited Partnership D/B/A Suites of America and/or Budget Suites of America v. Town of Addison, Cause No. DC-19-09630, 191<sup>st</sup> Judicial District, Dallas County District Court.*

**Closed (Executive) Session of the Addison City Council pursuant to: Section 551.074, Tex. Gov. Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, pertaining to:**

- City Manager's Annual Evaluation

Mayor Chow advised that the City Manager's evaluation would not be discussed at that time. The Executive Session would be reconvened to discuss the item following the conclusion of the Regular Items discussion.

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 5:37 p.m.

**Reconvene into Regular Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.**

Mayor Chow reconvened the City Council into Open Session at 6:11 p.m. No action was taken as a result of Executive Session.

---

## WORK SESSION

**1. Present and Discuss Draft Amendments to the Community Partners Bureau Policies.**

Bill Hawley, Director of Administrative Services, presented this item. He advised that during a work session discussion on February 13, 2020, Council provided direction to staff regarding the Community Partners Bureau Policies. Draft proposed amendments to the Community Partners Bureau Policies include minor grammatical changes; removal of the Council Liaison definition while still allowing Council members to serve as Bureau Members; clarification of appointment term lengths and affords Council the ability to make appointments of varying lengths as may be needed; and removes 'Council Liaison' from the Bureau Member interaction list.

Mr. Hawley advised that Community Partners Bureau applications are being accepted until January 18, 2021. Information on the non-profits has been provided in the Town newsletter and the application form has been modified to allow applicants to designate their preference for service with one or more Community Partners. Discussion followed as to who on staff is currently considered the Staff Liaison. It was noted that non-profit quarterly reports will be reviewed by the Staff Liaison and those will be made available to Council.

Council indicated agreement with proposed amendments. These are tentatively planned for consideration at the January 26, 2021 Council meeting.

**2. Present and Discuss Options for Updating Addison Airport's Noise Studies and Noise Exposure Maps.**

Joel Jenkinson, Airport Director presented this item. He explained that Title 14 of the Code of Federal Regulations for Aeronautics and Space includes Part 150 - Airport Noise Compatibility Planning, commonly known as "FAR Part 150." He advised that Part 150 "prescribes the procedures, standards, and methodology governing the development, submission, and review of airport noise exposure maps and airport noise compatibility programs, including the process for evaluating and approving or disapproving those programs." Mr. Jenkinson added that this program was established in 1981 and is a voluntary program for public-use airports to reduce impacts of airport noise on surrounding areas. A Part 150 Study involves collecting data and developing Noise Exposure Maps (NEM) that identify compatible and non-compatible land uses around an airport. The development of a Noise Compatibility Program (NCP) is included and identifies specific measures to reduce incompatible land uses around an airport. Mr. Jenkinson explained that data collection requires a full year of recording takeoffs and landings and associated details of each, and a measure of sound produced by these operations. The data is then used to produce a Noise Exposure Map.

Mr. Jenkinson advised that Addison's most recent Part 150 Study was done in 2004 as part of a Master Plan Update. Addison will likely conduct another Master Plan Update in 2025-26. Examples of cost for Part 150 Studies at other airports was provided, and the expected cost for Addison to conduct a study is \$400,000 to \$500,000 if done as a stand-alone project. If done in conjunction with a Master Plan Update that cost would be reduced. It was noted that grant funding is available for a Part 150 study. Other possible funding sources were reviewed.

Mr. Jenkinson provided the current Noise Contour Map for Addison Airport as well as an associated land use map and briefly explained the content. He reviewed the changes and differences in flight operations at the Addison Airport since the last Part 150 Study was done compared to today.

Mr. Jenkinson reviewed that a new study would produce an updated NEM and contours which would be submitted to the FAA/TxDOT for approval. Changes in the noise contours could impact compatible and incompatible land uses that could impact future development. He noted that flight patterns into and out of the Addison Airport will not change as a result of a Part 150 Study.

Mr. Jenkinson provided the following options in regard to whether the Town should conduct a study:

1. Conduct a new Part 150 Study as soon as possible
  - FUNDING OPTIONS:
    - a. Request to use NPE funds (FY21: \$150,000 available); would require additional funding source; would disrupt Airport's CIP and delay planned projects (Taxiway Bravo extension)
    - b. Identify / use a different Town of Addison funding source.
    - c. Seek a private funding source (e.g., Addison Circle TOD master developer)
  - TIMING: study would likely require 18-24 months to complete, longer if using NPE funds
2. Wait to conduct a new Part 150 Study (in conjunction with Master Plan update)

- Project would be eligible for 90% grant funding (10% local match from Airport Fund)
  - Master Plan Update for Addison expected around 2025-26 (when current plan is 10 years old)
3. Do not plan to conduct a new Part 150 Study.
- Zero cost
  - No requirement to update NEM or NCP

Mr. Jenkinson advised that staff is recommending updating Addison's Part 150 Study in conjunction with the next Airport Master Plan Update.

Discussion among Council followed regarding the possible impact of such a study and how future development might be affected. It was noted that all developers are apprised of the noise contours when considering Addison for new developments.

The consensus of Council was to support staff's recommendation and plan on conducting a Part 150 Study in conjunction with the next Airport Master Plan Update.

### **3. Present and Discuss Regulations for Political Signs.**

Council Members Willesen and Hughes requested this item be placed on the City Council agenda to discuss Code of Ordinances Chapter 62, Section 62-247, which regulates political signs in Addison. Council Member Hughes advised he would like a discussion regarding enforcement. Council Member Willesen advised that the ordinance seems to work well for local elections but not as well for state and national elections.

Phyllis Jerrell, Interim Director of Development Services, presented this item. She reviewed that in 2019 the sign ordinance was amended with new language expressly prohibiting signs in the right-of-way (ROW) and on Town-owned property with two exceptions. The first exception allows signs in the front and side yards of single-family residential properties that overlap the public ROW as long as the signs are at least three feet away from the edge of the street or in locations with sidewalks, behind the back edge of the sidewalk without overhanging the walkway. The second exception allows signs on Town-owned property that has been designated as an active polling place, but with restrictions on the location and timing of the placement of signs, as well as the size and number of signs allowed. Signs in these locations are limited in size to no more than 18 inches x 24 inches with a maximum area of three-square feet and may not be illuminated or have moving elements.

It was noted that state statute allows signs up to 36 square feet in size on private property. There are no time limits for placement of political signs on private property.

Ms. Jerrell provided some photos of signs at the polling places during the November 3, 2020 election. Some locations were properties owned by others, and she advised the Town can only enforce a designated area for signs on Town-owned property. She advised that the staff's efforts at enforcement of the Town's ordinance did not result in complete compliance.

Discussion followed with City Attorney Brenda McDonald explaining how the Election Code addresses signage for ballot measures and candidates. It was noted that cities have the authority to determine the number of signs allowed.

Council Member Willesen asked whether the Town could regulate political signs on commercial property. Attorney McDonald advised she would research this question.

In response to a council member's question, Attorney McDonald advised that the Town's current ordinance complies with all state regulations. Several Council members expressed that the current ordinance allowing two signs per candidate is sufficient, noting that space at the Town's polling places is limited. Mayor Chow added that candidates should be informed in advance what is and is not allowed in regard to campaign signage.

---

## 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 Parker advised that no citizens had requested to address the City Council via telephonic means.

---

**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 Minutes from the December 8, 2020 Regular Meeting.**
  5. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Criado and Associates, Inc. for Professional Engineering Services Related to the Rawhide Creek Drainage Basin - Problem Area No. 7 Drainage Improvements Project and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$343,591.**
  6. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Icon Consulting Engineers, Inc. for Professional Engineering Services Related to the Bella Lane North Connector Roadway Reconstruction Project and**
-

**Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$53,850.**

7. **Consider Action on a Resolution Approving the Agreement Between the Town of Addison and Garver, LLC. for Professional Engineering Services Related to the Winnwood Road Bridge Class Culvert Outlet Armoring Project and Authorizing the City Manager to Execute the Agreement in an Amount not to Exceed \$97,682.**
8. **Consider Action on a Resolution Approving the Master Agreement Between the Town of Addison and Dallas County for the Governance of the Major Capital Improvement Program and Authorizing the City Manager to Execute the Agreement.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion. Deputy Mayor Pro Tempore Quintanilla requested to remove Item 5.

**MOTION:** Council Member Hughes moved to approve Consent Agenda Items 4, 6, 7 and 8 as submitted. Council Member Willesen seconded the motion. Motion carried unanimously.

**\*\*\*\*\* Consent Item 5 \*\*\*\*\***

Deputy Mayor Pro Tempore Quintanilla thanked the staff for their responses to Council questions and agreed that the drainage project is needed. He advised that it is important to note the “lessons learned” from the Sherlock Drive drainage project and requested four bullet points included in a Council communication from staff be read into the minutes. City Manager Pierson read the following into the record the “lessons learned” as required by Deputy Mayor Pro-Tempore Quintanilla.

*“The following are some lessons learned from the projects referred to above:*

1. *Pavement limits will be increased, where feasible, to replace full street panels instead of trench width only to ensure the structural integrity of the roadway and to be more aesthetically pleasing.*
2. *Communication to residents will be key to the success of the project, we will have exhibits and information on what they can expect during construction.*
3. *Will work closely with the Parks Department during design and construction to ensure the landscaping is as good or in better shape than it was prior to construction.*
4. *Utilize competitive sealed proposal procurement option in lieu of low bid, that will provide the benefit of low pricing with the ability to evaluate other parameters such as price, experience, project team, and sub-contractors.”*

**MOTION:** Deputy Mayor Pro Tempore Quintanilla moved to approve Item 5 as presented. Council Member Walden seconded the motion. Motion carried unanimously.

**Resolution No. R21-001:** Criado and Associate Rawhide Creek Drainage Basin Agreement  
**Resolution No. R21-002:** Icon Consulting Engineers Bella Lane North Connector Roadway Reconstruction Agreement

**Resolution No. R21-003:** Garver LLC Winnwood Road Bridge Class Culvert Outlet Armoring Project Agreement

**Resolution No. R21-004:** Dallas County Master Agreement for Governance of Major Capital Improvement Program

---

**Regular Items**

9. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Changing the Zoning on a 5.95 acre Property Located at 4135-4145 Belt Line Road, Which Property is Currently Zoned Local Retail (LR) to a Planned Development (PD) District to Allow Medical Office Use. Case 1819-Z/4135-4145 Belt Line Road**

Olga Chernomorets, Planning and Development Manager, presented this item. She advised this request is for approval to change zoning on the properties at 4135-4145 Belt Line Road from Local Retail (LR) district to a Planned Development (PD) district based on LR zoning regulations with modified uses in order to allow medical office use.

Ms. Chernomorets advised that this 5.95-acre property is comprised of two lots, both with existing retail along Belt Line Road and vacant land in the back along Centurion Way. The property owner, Belt Line Realty Partners Ltd., was recently approached by a potential urgent care tenant and would like to allow the new tenant to locate at this site. Since medical and dental offices are not permitted uses in the LR zoning district and would not currently be allowed on this property, such action requires rezoning. It was noted that the proposed facility would not be receiving emergency patients via ambulance.

Ms. Chernomorets reviewed the site plan and parking and advised the landscape will be brought into compliance. She explained that since no redevelopment or development is being proposed at the present time, the applicant is requesting to delay sidewalk improvement, as would be required by the Master Transportation Plan, until future development occurs. Ms. Chernomorets advised that staff is recommending that the sidewalk improvements along Belt Line Road be provided at this time, and that the sidewalk improvements along the vacant portion of the property along Centurion Way be delayed until development of that portion of the property.

The Planning and Zoning Commission recommended approval of the rezoning to a PD with the following conditions:

- There shall be no surgical medical uses.
- Medical uses shall be open and operational no longer than 18 hours on any given day.
- The existing 304 parking spaces physically provided on site are sufficient for full occupancy of the two existing buildings, totaling 45,439.7 square feet.
- Prior to the issuance of a full Certificate of Occupancy of the new medical office tenant, the property owner shall make improvements along Belt Line Road in accordance with the Master Transportation Plan.

Council Member Willeesen inquired regarding the sidewalks. Ms. Chernomorets responded that the property will be brought into compliance as closely as possible to the Master Transportation Plan. Council Member Willeesen also inquired about the wording used in the Planning and Zoning motion as it does not mirror the ordinance language. City Attorney Brenda McDonald explained

that the motion does not have to be identical and since a planned development by itself does not have rules regarding parking, the Local Retail (LR) standards are being applied. Attorney McDonald added that when the rear portion of the property is development the number of required parking spaces will be clear. Council Member Willesen also inquired about “no ambulance use”, asking if it could read “not allowed”. Attorney McDonald explained that while ambulances will not be bringing patients to the facility for treatment, ambulances could be called there to treat someone if needed, just as they would at other businesses.

Mayor Chow opened the public hearing.

Applicant’s representative Kiesha Kay, Masterplan Texas was available by teleconference. Council Member Willesen inquired what company would be occupying the facility. The applicant responded it would be Texas Health and includes a doctor office. She added that while construction may take six to nine months, the plan is to open the facility as soon as possible.

Mayor Chow closed the public hearing.

**MOTION:** Council Member Hughes moved to approve as presented. Council Member Walden seconded the motion. Motion carried unanimously.

**Ordinance No. O21-02:** Case 1819-Z/4135-4145 Belt Line Road

**10. Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Changing the Zoning on a 5.147 acre Property Located at 4925 Arapaho Road to Amend the Existing Special Use Permit Through Ordinances 097-055 and 002-002 to Allow a Rail Station Use and Amend Development Plans for the Addison Transit Center. Case 1820-Z/DART Transit Station.**

Wilson Kerr, Acting Planning and Development Manager, presented this item. He reviewed that the Addison Transit Center was built in 1997 on a 5.147-acre site located at the on the northwest corner of Arapaho Road and Quorum Drive to accommodate Dallas Area Rapid Transit (DART) bus service. As the Addison Transit Center is located adjacent to existing rail infrastructure that had been designated for transit expansion by DART, the original plans indicated the future development of a rail station on the site. Following an extensive planning process DART broke ground on the Silver Line rail transit line at the end of 2019. This will connect passengers from DFW Airport to the Shiloh Road Station in Plano with multiple stops along the route, including the Addison Transit Center. The Silver Line is anticipated to be completed in 2023, with the Addison Transit Center expected to see nearly 2,000 rail riders per weekday by 2040.

Mr. Kerr advised that the applicant is proposing to build two covered rail platforms adjacent to the rail tracks that will be used for the DART Silver Line. One of the platforms will be located on the north side of the tracks and one will be located on the south side of the tracks. The train platforms will be located adjacent to the existing Addison Transit Center, allowing passengers to use the existing facilities and easily transfer to DART buses. The station will include the special lighting, pavers, and art as approved by the Addison Art and Design Committee.

Mr. Kerr advised that the proposed rail station supports the Town's vision for the future of the Addison Transit Center and will act as an anchor for the future Addison Circle transit-oriented development. Staff is recommending approval with the condition that the DART rail station must be built in accordance with the design guidelines set forth by the Addison Art and Design Committee. Mr. Kerr provided renderings of the facilities proposed at the site.

Mr. Kerr added that the Planning and Zoning Commission recommended approval on December 15, 2020 with an additional condition that the feed from the security cameras be available to the Addison Police Department and/or other law enforcement agencies responsible for protecting the public. Mr. Kerr advised that Town staff has determined that a security camera feed is not feasible, so staff is not making that recommendation.

Council Member Willesen expressed a desire that since the Addison Transit Center is close to the new rail station, that perhaps that facility might be updated to match aesthetically. He also inquired whether DART might allow the Town to install security cameras in the facility. Attorney McDonald recommended that since this is a zoning ordinance that the condition of security camera access (as conditioned by the Planning and Zoning Commission) be removed from the ordinance as presented.

Council Member Walden inquired about the jurisdiction of law enforcement agencies at the transit station. Police Chief Paul Spencer responded that DART has the primary responsibility at the bus and train stops, with the exception that they defer major crimes to the Addison Police Department. DART representative Karl Crawley was available for questions via telephonic means. He advised that DART would continue to work with the Addison Police. He also stated that DART Police are usually present at the light rail stations. He advised he would pass along the request for possible aesthetic changes to others who would be able to answer that question.

Mayor Chow opened and closed the public hearing with no one wishing to speak.

**MOTION:** Council Member Willesen moved to approve ordinance on the condition that DART have the rail station and the transit center match aesthetically, creating a uniform look. There was no second to the motion. Motion died for lack of a second.

Council Member Braun responded that DART cannot afford to change their rail stations to meet each city's request and suggested that a master development plan might be the solution. Attorney McDonald added that at the bus shelters the Town provided funding for some upgrades and that the Town could work with DART for this circumstance as well.

**MOTION:** Council Member Walden moved to approve ordinance without security video amendment. Mayor Pro Tempore Ward seconded the motion. Motion carried 6 to 1. Council Member Willesen voted nay.

**Ordinance No. 021-03:** Case 1820-Z/DART Transit Station, 4925 Arapaho Road

11. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Amending Chapter 62-Signs of the Code of Ordinances to Change Regulations for Flags and Residential Signs.**

Phyllis Jerrell, Interim Director of Development Services, presented this item. She reviewed that this item was discussed at the December 8, 2020 Work Session and the consensus of Council was to make the following changes:

- Flags
  - New definition of flag that allows text to be displayed as well as other graphics and symbols.
  - Limit of three flags per premises, with a maximum size for each flag of 40 square feet (same as in current ordinance.) The current ordinance allows three flags but limits them to the national, state and city flags. The proposed changes would not govern the content of the flags.
  - If used, flagpoles are limited to 30 feet in height (same as current ordinance.)
  - Flags less than 6 square feet in size are exempt from regulation. This includes the small American flags on a stick, which range in size from 4” x 6” to 24” x 36”. Garden banners are typically 12” x 18” or 28” x 40”. A large garden banner would be considered a flag and regulated as such.
  - The meritorious exception process for flags and flagpoles that exceed the maximum height and size has been retained.
- Signs
  - Limitation of 3 signs, each a maximum of 6 square feet in size, plus garage sale or for sale/lease signs currently allowed.

Council Member Willesen expressed that allowing three flags and three signs seems excessive, and that 40 square feet for a flag seems large.

Mayor Chow opened and closed the public hearing with no one wishing to speak.

Council Member Hughes advised that he received comments from some residents on this matter and clarified that there is no limit regarding political sign comments.

**MOTION:** Council Member Hughes moved to approve as presented. Deputy Mayor Pro Tempore Quintanilla seconded the motion. Motion passed 6 to 1 with Council Member Willesen voting No.

**Ordinance No. O21-03:** Code of Ordinances, Chapter 62 regulating flags and residential signs

12. **Present, Discuss and Consider Action on Questions Regarding Potential Health Concerns Associated with Petition Requirements for City Council Candidates that were Adopted at the November 3, 2020 Special Election.**

Irma Parker, City Secretary, advised that the Charter amendments recently adopted at the November 3, 2020 Special Election included Section 8.03 which requires city council candidates to obtain 25-50 signatures of registered voters on a petition form when filing for a place on a ballot.

Ms. Parker confirmed that the Secretary of State (SOS) petition form requires that each person who circulated the petition be administered the affidavit by either a notary or the city secretary. The affidavit states the circulator has witnessed the signatures on the petition and verified each signer's voter registration status. Ms. Parker advised that a question had been raised about the petition requirement in light of COVID-19 and the protocols outlined by Governor Abbot's Executive Orders. She inquired of the Secretary of State's Office about implementing the petition requirement and they advised there was currently no directive or suspension of the petition requirement.

Ms. Parker noted that the first day to file for a place on the May ballot is January 13, 2021. She confirmed that the completed application documents may be submitted to the city secretary by fax, mail or email if already notarized.

No action was required as this item was for information purposes only.

**13. Present, Discuss and Consider Action on an Ordinance Amending the Home Rule Charter to Reflect Amendments Approved at the November 3, 2020 Special Election.**

Irma Parker, City Secretary, reviewed that on February 13, 2020 the City Council ordered a Special Election be held on May 2, 2020 to consider twenty-six (26) propositions to amend the Town's Home Rule Charter. In March 2020, Governor Greg Abbot issued a Proclamation in response to the COVID-19 pandemic allowing political subdivisions within Texas to move general and special elections scheduled in May to November 3, 2020. On April 12, 2020, the City Council officially postponed the May 2020 Special Election to a future uniform election.

On August 11, 2020, the City Council ordered the Special Election to be held on November 3, 2020 to consider the proposed twenty-six (26) propositions. Voters approved all proposed propositions, and the City Council formally canvassed the election on November 11, 2020.

The proposed ordinance was prepared by the City Attorney's office. Adoption of this ordinance formally codifies the amendments to the Home Rule Charter and becomes effective on the date of Council adoption.

**MOTION:** Mayor Pro Tempore Ward moved to approve as presented. Council Member Willeesen seconded the motion. Motion passed unanimously.

**Ordinance No. O21-01:** November 3, 2020 Special Election Amending Home Rule Charter

**14. Present, Discuss and Consider Action on an Ordinance Calling and Ordering the May 1, 2021 General Election.**

Irma Parker, City Secretary, stated that a General Election is conducted each May to elect representatives to the Addison City Council. The proposed ordinance establishes the procedures for the May 1, 2021 General Election following state law and the Town's Home Rule Charter. This election is called to elect a Mayor and three (3) City Council Members.

The first day to apply for a place on the ballot is Wednesday, January 13, 2021. The last day for applying for a place on the ballot is Friday, February 12, 2021 and must be received by 5:00 PM.

Ms. Parker advised that candidate packets are available to those who are interested on the Town of Addison website or may be obtained from the city secretary's office.

**MOTION:** Council Member Hughes moved to approve as presented. Council Member Willesen seconded the motion. Motion passed unanimously.

**Ordinance No. 021-05:** Calling and Ordering the May 1, 2021 General Election.

---

*\* \* \* Note: Resume Executive Session \* \* \**

**Closed (Executive) Session of the Addison City Council pursuant to: Section 551.074, Tex. Gov. Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, pertaining to:**

- City Manager's Annual Evaluation

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 9:25 p.m.

**Reconvene into Regular Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.**

Mayor Chow reconvened the City Council into Open Session at 11:48 p.m. No action was taken as a result of Executive Session.

---

### **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