

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

January 26, 2021

**Work Session & Regular Meeting
6:00 p.m.**

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

The Addison City Council conducted its Regular Council Meeting on Tuesday, January 26, 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 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

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.

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

Pledge of Allegiance: Mayor Chow led the Pledge of Allegiance

WORK SESSION

1. Present and Discuss the Compensation Market Study Results and Recommendations.

Passion Hayes, Director of Human Resources presented this item. She reviewed that during the August 6, 2020 Special Meeting and Budget Work Session, Council directed staff to conduct a Compensation Market Study and to develop recommendations based on the Study findings. She advised that staff worked with consultant Matt Weatherly with Public Sector Personnel Consultants to complete the Study.

Mr. Weatherly reviewed the Town's compensation philosophy adopted by Resolution R17-38 in 2017 that included the purpose of the merit and market pay plan as follows:

- To encourage excellence in service by tying salary increases to job performance;
- To reward employees for their efforts and job performance; and
- To remain competitive with other metroplex cities regarding the Town's compensation program by paying employees better than the average of our comparison cities

Mr. Weatherly added that he utilized the Town's 13 comparison cities of Allen, Carrollton, Coppell, Farmers Branch, Flower Mound, Frisco, Grapevine, Irving, Lewisville, McKinney, Plano, Richardson, and University Park to prepare the Study.

Mr. Weatherly reviewed the Market Study process and provided comparison surveys for police officers, firefighter/paramedics, utility supervisors, and building inspectors. The comparison showed that Addison's average salaries for these positions are below the average for the comparison cities. Mr. Weatherly then provided details of the current and proposed salaries for Addison. It was recommended that the salaries and ranges for employees be adjusted, and a 2 percent merit increase be applied. It was noted that the last market update done for Addison was in 2017-18 however currently, on average Addison is behind its comparison cities.

Ms. Hayes advised that staff has developed recommendations in response to the Study's findings, projected the long-term financial impact of the recommendations, and identified funding sources to cover the cost of the recommendations. Steven Glickman, Chief Financial Officer, reviewed the financial impact of the market study that includes increasing the sales tax budget by \$550,000 to cover this year's added expense. He also reviewed the long-term planning model for revenues and expenditures and how the cost of the salary increases would be accomplished going forward.

Considerable discussion among Council followed. Council Member Hughes asked about the average salaries of employees across comparison cities and would like to know how Addison fell behind in three years. Council Member Walden suggested that market studies might be done perhaps annually to stay abreast of changes in the market. City Manager Wes Pierson advised that staff look at the market as often as needed. Council Member Willesen inquired when the comparison cities were determined. Ms. Hayes replied that it was in 2014 and there are notes regarding those meeting discussions.

City Manager Pierson advised that for future discussion, the Council needs to evaluate who Addison is competing with. He expressed that Addison needs to be fair to its employees in a sustainable way, and still accomplish all the other tasks that a city has. He reminded the Council to look at total compensation and not just salaries.

City Manager Pierson asked the Council if he should bring back an approval item with Staff's recommendation of changing the ranges and salaries. Council Member Hughes expressed that he would like more data and analysis regarding what employees make, and what were the comparison cities' percent increases compared to Addison. He expressed that the structure of how increases were applied may reveal needed information. Mr. Weatherly advised he will gather more information on this matter. Council Member Braun stated that philosophical questions should be

addressed a future date and that Council should focus on the Staff's current recommendation. City Manager Pierson advised this can be discussed at a future Council meeting if desired.

Mayor Chow expressed that some of the cities Addison compares itself with are no longer appropriate. There was a consensus among Council to move forward with the salary and range recommendations. City Manager Pierson advised that this will be brought back at a future Council meeting for approval and will be effective for the first full pay period following approval. He also advised that a discussion regarding the compensation philosophy and the comparison cities will be scheduled prior to the start of Fiscal Year 2022 budget discussions.

2. Present and Discuss the Preliminary Design of an Electronic Sign Over Belt Line Road.

Hamid Khaleghipour, Executive Director of Business Performance and Innovation, presented this item. He reviewed that in May 2012, Addison voters approved \$500,000 in General Obligation bonds for the installation of an electronic sign over Belt Line Road to replace the static banner located just East of Quorum Drive. On March 20, 2020, staff released a request for proposal (RFP) for the design and installation of the sign, but no proposals were received. Staff then sought qualified vendors through two (2) cooperative purchasing hubs. Fourteen (14) potential vendors were initially identified. Upon further review, staff determined that two of the vendors were qualified for the project. Of these two vendors, Casteel Sign was selected based on proven capability and the know-how to design and build this platform within the available budget.

Mr. Khaleghipour advised that in November 2018, the Town retained the services of Othon Inc. to conduct a safety and location assessment associated with the placement of an electronic display Changeable Message Sign (CMS.) Their services included a preliminary engineering review, a literature review of guidelines for a CMS, structure types and final recommendations. The recommendations were for an Overhead Sign Bridge Sign Structure or a Changeable Message Sign with Balanced T-Structure.

Mr. Khaleghipour advised that staff is recommending a 10' x 20' electronic display sign and a 10mm resolution with a Steel Support in the center median. He expressed his appreciation to Shannon Hicks, Public Works and Engineering Services Director, and Jana Tidwell, Parks and Recreation Director, for their collaboration on this project. He added that the total expense for this projected is \$489,817 and includes the sign, relocation of utilities if needed, landscape changes and remediation, and the safety assessment. City Manager Pierson added that two and possibly four trees will need to be removed for the installation.

There was discussion regarding the changing of the messages on the board and it was noted that they will stay for a fixed time so as to reduce the possibly of driver inattention. City Manager Pierson added that the brightness of the sign can be adjusted for nighttime hours.

Representatives of the contractor and the manufacturer were present and advised that there is a one-year warranty on the sign and labor however that warranty may be extended. It was noted that installation should take four to six months after final Council approval.

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.*

3. **Consider Action on the Minutes from the January 12, 2021 Regular Meeting.**
4. **Consider Action on the First Quarter Update from the Finance Committee to the City Council for the Period from October 2020 to December 2020.**
5. **Consider Action on a Resolution Amending the Community Partners Bureau Policy.**
6. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Epicenter Productions, LLC for Stage, Sound, & Lighting Production for Addison Special Events and Authorizing the City Manager to Execute the Agreement in an Amount not to Exceed \$289,500.**

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 6.

MOTION: Council Member Braun moved to approve Consent Agenda Items 3, 4, and 5 as submitted. Council Member Walden seconded the motion. Motion carried unanimously.

******* Consent Item 6 *******

Council Member Quintanilla advised that some information was sent to the Town today and requested staff provide a response. City Manager Pierson stated that an email was received at 3 p.m. today from one of the unsuccessful proposers and that Special Events Director Jasmine Lee would provide a response. Ms. Lee explained that in the email the proposer questioned how the

qualifications and experience are factored into the selection process. She advised that a selection committee reviewed all the submittals. Ms. Lee explained that the Request for Proposal (RFP) required that an invoice detailing the equipment that would be used be included in the submittal. This proposer submitted an incomplete bid which did not include a roof over the stage for Oktoberfest. She advised that if that item had been included in the proposal it would have exceeded the Not to Exceed amount by more than \$20,000. All other proposals received included the stage roof for Oktoberfest. Ms. Lee also reviewed who the members of the review committee are and the contract cancellation policy.

MOTION: Council Member Hughes moved to approve Item 6 as presented. Deputy Mayor Pro Tempore Quintanilla seconded the motion. Motion carried unanimously.

Resolution No. R21-005: Amend Community Partners Bureau Policy

Resolution No. R21-006: Epicenter Productions, LLC for Special Events Stage, Sound and Lighting Productions

Regular Items

7. **Present, Discuss, and Consider Action on an Ordinance Amending Chapter 78 Traffic and Vehicles, Section 78-165 (b) Designation of No Parking and Permitted Parking Areas of the Code of Ordinances by Amending Locations Related to Permitted Parking Areas on Spectrum Drive and Surveyor Boulevard.**

Chief of Police Paul Spencer presented this item. He advised that the Code of Ordinances Chapter 78 'Traffic and Vehicles' Section 78-165 (b) 'Designation of No Parking and Permitted Parking Areas' lists residential streets where on-street parking is allowed except between the hours of 2:00 AM and 6:00 AM. Chief Spencer advised that two street sections have been identified that are not listed within the current statute, and staff is recommending their addition. These sections are 14812 - 14827 Surveyor Boulevard and the 15400 and 15500 blocks of Spectrum Drive.

Chief Spencer advised that Spectrum Drive has two unlisted blocks that need to be added. The first is the 15400 block which consists of the area between Arapaho and the railroad right-of-way. This area includes the 'head-in' parking areas along the street. While the 15500 block of Spectrum is currently posted with signage prohibiting parking between 2:00 AM - 6:00 AM, this is not currently reflected in the ordinance.

Chief Spencer said that the unlisted portion of Surveyor Boulevard consists of the residential area between Beltway Drive and Mormon Lane. This is the only residential area in this neighborhood where on-street parking is currently not allowed at any time. Staff is recommending that parking in this unlisted portion be made consistent with the neighborhood so that parking will be allowed.

Chief Spencer provided location maps for the areas and advised that complaints have been received.

MOTION: Council Member Braun made a motion to approve as presented. Mayor Pro Tempore Ward seconded the motion. Motion carried unanimously.

Ordinance No. O21-06: Amending the Code of Ordinances Chapter 78 ‘Traffic and Vehicles’ Section 78-165 (b)

8. Discuss and Consider Action on a Resolution Appointing Individuals to the Community Partners Bureau.

Mayor Chow called for nominations for appointment of the Community Partners Bureau. Nominations are listed as follows:

Place #	First Name	Last Name	Expiration	Other	Appointed By:
2	Ana-Maria	Frampton	12/31/2022	The Family Place	Council Member Willesen
3	Fran	Powell	12/31/2022	Metrocrest Services	Council Member Hughes
4	Karen	Perry	12/31/2021	Dallas Cat Lady	Council Member Willesen
5	Stephanie	Baim	12/31/2022	Metrocare Services	Council Member Walden

City Secretary Parker added that Suzie Oliver is currently serving in Place 1 and will expire on December 31, 2021.

MOTION: Council Member Hughes made a motion to approve the nominations. Council Member Braun seconded the motion. Motion carried unanimously.

Resolution No. R21-007: Appoint Members to the Community Partners Bureau.

9. Present, Discuss, and Consider Action to Amend the Public Art Policy.

[Item 9. was discussed following Item 12.]

This item was requested by Council Members Marlin Willesen and Ivan Hughes. Jana Tidwell advised that the Public Art Policy was last updated by Council on August 25, 2020 to better align with updates made to the Naming and Recognition Policy.

Council Member Willesen advised that in March 2020 Chef Antonio of Antonio Ristorante passed away. Members of the community wanted to honor Chef Antonio, so they contacted the Addison Arbor Foundation to donate funds towards artwork and include a plaque in the Chef’s honor. Council Member Willesen stated that the donors wished to include specific language on the plaque but were advised that the Public Art Policy restricts the requested language. Photos of memorial type plaques located in the Town were displayed.

Public Comments were received from citizens Trisha Stewart, 15755 Seabolt, and Jeff Pierson, 15630 Quorum #4523, who voiced their desire to allow the words “In Memory of” to be included on the plaque. City Secretary Parker read the email from Antonio Ristorante Owners Sean and Stephanie Moore in support of the plaque language.

Addison Arbor Foundation (AAF) representatives Dr. Jay Ihrig and Barbara Papas advised there was no agreement to allow the language requested by the donors and family members for the plaque. Pursuant to the AAF Policy which was adopted by the City Council in August 2020 the allowable language would be, “supported by the Friends and Family of Chef Antonio.”

There was considerable discussion among Council Members regarding this matter. City Manager Pierson reminded Council that the agenda language addresses a possible policy change and not whether to allow different language on a plaque. Several Council Members expressed that the policy should not be changed, and no motion was made to do so. Mayor Chow expressed that this request was submitted March 24, 2020 and the policy was not changed until August 2020. He requested that the Addison Arbor Foundation allow the “In Memory Of” language be used under this circumstance and as a good-will gesture from the AFF to the Citizens, family and donors of this artwork honoring Chef Antonio.

10. Present, Discuss and Consider Action on the Location for One (1) Bronze and Glass Kinetic Sculpture at 15601 Addison Road.

[Item 10 -12 were addressed following Item 8 and before item 9.]

Parks and Recreation Director Jana Tidwell presented this item on behalf of the Addison Arbor Foundation (AAF.) The AAF is proposing to locate a bronze, steel and glass kinetic sculpture at 15601 Addison Road on airport property which is leased by Black Forest Aviation. Dr. Jay Ihrig with the AAF explained that the piece named Aikido and was created by artist David B. Hickman. The sculpture consists of two wind-activated kinetic forms that represent Aikido Marshal Arts. The sculpture was previously located in the courtyard outside of the Mucky Duck in the Addison Circle District and was in disrepair. In June 2018, the AAF purchased the sculpture for \$1,000 and had it restored.

Ms. Tidwell provided a location map where the sculpture will be located, noting that it will be visible from North Addison Road and Addison Circle Park. She advised that Black Forest Aviation has agreed to construct a platform for the piece.

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

City Manager Pierson advised that in the future a Resolution will be presented on a Consent Agenda for this item.

11. Present, Discuss and Consider Action on the Location for One (1) Steel Sculpture at the Surveyor Water Tower.

This item was presented by Jana Tidwell and Dr. Jay Ihrig. Dr. Ihrig advised that the Addison Arbor Foundation (AAF) is proposing to locate a painted steel sculpture fabricated by Carrollton artist Russ Connell. The piece will be approximately 16 feet tall, including a 3-foot-tall base. The sculpture will be painted in a metallic gold color. The sculpture is currently untitled but will be named by the artist at a later date. The AAF is purchasing the sculpture for \$28,500. Ms. Tidwell

provided a photographic depiction of the installation location at the Surveyor Water Tower. She noted this item will be brought back as well with a Resolution for approval.

MOTION: Council Member Walden moved to approve as presented. Council Member Hughes seconded the motion. Motion passed 6 to 1 with Council Member Willesen voting against.

12. Present, Discuss and Consider Action on the Location for One (1) Painted Steel Sculpture on Park Property in the Addison Grove Development.

Dr. Jay Ihrig, Addison Arbor Foundation, advised that in addition to the piece in Item 11., the AAF is proposing to purchase a piece from the same artist Russ Connell titled Rocko. Mr. Connell offered the piece at a discount if both pieces are purchased. Ms. Tidwell advised that the AAF is requesting general approval of the piece and locating this piece in one of the three parks that are currently under construction at Addison Grove. The AAF would like to make the final location selection once the parks are further along in the construction process. Ms. Tidwell noted this item will be brought back as well with a Resolution for approval.

Council Member Willesen stated he liked the proposed site and really likes the artist but is not a fan of this particular artwork in this location.

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

[Item 9. was discussed following Item 12.]

13. Present and Discuss the 2021 Special Event Preview.

Special Events Director Jasmine Lee presented this item. She reviewed that all of Addison's major festivals were cancelled in 2020 due to COVID-19. The Addison Kaboom Town! fireworks were displayed virtually and the Addison After Dark event series was transformed into the Addison Weekend Drive-in.

Ms. Lee advised that for 2021 staff is adapting the festivals and events to the current environment. This includes social distancing, limiting capacities, enhanced sanitation, limiting touch points, limiting interactive ticket sales, reduced use of indoor spaces, and changes to food service operations. Noticeable changes will be implemented as the Town prepares to host the following events:

- Addison After Dark- 3rd Saturday of the month, April – November (except for September), a free event;
- Taste Addison- 2-day festival on June 4-5;
- Kaboom Town! - July 3; and
- Octoberfest- September 16-19.

Ticket sales for these events as well as logistics were discussed. Details for Taste Addison included changes for the restaurants that will require less staff and options for mobile ordering.

Ms. Lee advised that carnival activities will not be included in Kaboom Town! and the air show will be conducted so as not to encourage group viewing. Carnival activities for Taste Addison and Oktoberfest have gone out to bid, but no vendor has been secured for either event at this time. She also advised that the musical entertainment contracted with in 2020 will appear at events in 2021, honoring the deposits paid by the Town previously.

City Manager Pierson advised Council that Town staff members are doing their best to prepare for the events this year under difficult conditions and will continue to evaluate pandemic conditions and adjust plans as needed. He also commended Jasmine Lee and her team for their efforts.

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