



**REGULAR MEETING & WORK SESSION  
OF THE CITY COUNCIL**

**March 23, 2021**

**ADDISON TREEHOUSE**

**14681 MIDWAY RD. SUITE 200, ADDISON, TX 75001  
6:00 PM WORK SESSION &  
REGULAR MEETING**

Notice is hereby given that the Addison City Council will conduct its REGULARLY SCHEDULED MEETING on Tuesday, March 23, 2021 at the Addison TreeHouse with a quorum of the City Council physically present. Limited seating for members of the public will be available using CDC recommended social distancing measures. The Town will utilize telephone or videoconference public meetings to facilitate public participation to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting. Telephonic or videoconferencing capabilities will be utilized to allow individuals to address the Council. Email comments may also be submitted to: [iparker@addisontx.gov](mailto:iparker@addisontx.gov) by 3:00 pm the day of the meeting. Members of the public are entitled to participate remotely via Toll-Free Dial-in Number: 877.853.5247; Meeting ID: 409.327.0683 Participant ID: #. For more detailed instructions on how to participate in this meeting visit our Agenda Page. The meeting will be live streamed on Addison's website at: [www.addisontexas.net](http://www.addisontexas.net).

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**Call Meeting to Order**

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**Pledge of Allegiance**

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## WORK SESSION

1. Present and Discuss Options for Completing the Sam's Club and Surrounding Areas Special Area Study.
2. Present and Discuss an Update from Oncor Regarding their 2021 Winter Storm Response and the Redding Trail Project.

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## REGULAR MEETING

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### Announcements and Acknowledgments Regarding Town and Council Events and Activities

### Discussion of Meetings / Events

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#### 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.

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#### 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 to Approve the Minutes from the March 9, 2021 Regular Council Meeting.

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#### Regular Items

4. Present and Discuss the Addison Police Department's 2020 Annual Report.

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## Adjourn Meeting

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NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

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**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES. PLEASE CALL (972) 450-7017 AT LEAST 48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

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POSTED BY: \_\_\_\_\_  
Irma G. Parker, City Secretary

DATE POSTED: \_\_\_\_\_

TIME POSTED: \_\_\_\_\_

DATE REMOVED FROM BULLETIN BOARD: \_\_\_\_\_

REMOVED BY: \_\_\_\_\_

## Council Meeting

1.

**Meeting Date:** 03/23/2021

**Department:** Development Services

**Pillars:** Optimize the Addison Brand

**Milestones:** Economic development focus on attracting and retaining entrepreneurship and targeted industry sectors  
Review Town's ordinances and regulations to modernize them and facilitate redevelopment  
Define and promote Addison Identity

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### **AGENDA CAPTION:**

Present and Discuss Options for Completing the Sam's Club and Surrounding Areas Special Area Study.

### **BACKGROUND:**

The Comprehensive Land Use Plan approved in 2013 identified a number of special area study sites for properties where the Town felt the future of those properties was uncertain or where the current land use might no longer be appropriate. The goal of these studies was to provide a recommendation to the Planning and Zoning Commission and City Council regarding the future use of those sites after an in-depth analysis.

For the first study area, Council chose an area of land generally running from the former Sam's Club site south along the Midway Corridor, including the Midway Square Shopping Center and Office in the Park. Council and staff selected a committee of Council Members, Planning and Zoning Commissioners, residents, and property owners to work on the Study. A consulting team consisting of Strategic Community Solutions, Kimley-Horn and Ricker Cunningham was brought in to aid the committee in their work.

The committee met three times over the course of three months and prepared a recommendation regarding the future land use of this area. Additional input from residents and property owners was received at a community meeting. The findings of this study were presented to the Council in December 2014 and again in March 2015. At the time, the City Council only provided direction on the portion of the study area that was the former Sam's Club property. The vision for the other areas within the study was never finalized.

Since March 2015, the northern segment of the study area has experienced significant change through implementation of the Addison Grove development and the fire that destroyed the Super 8 Motel. In November 2017 and again in

October 2019, staff conducted work sessions with City Council to seek input on how to best move forward with the unresolved elements of this study. To acknowledge the change that has occurred since March 2015, as well as renewed interest in redevelopment in this area, staff will present several redevelopment policy options for City Council to consider.

**RECOMMENDATION:**

Staff seeks direction from Council.

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**Attachments**

Presentation - Sam's Club Study Status Update and Completion Options

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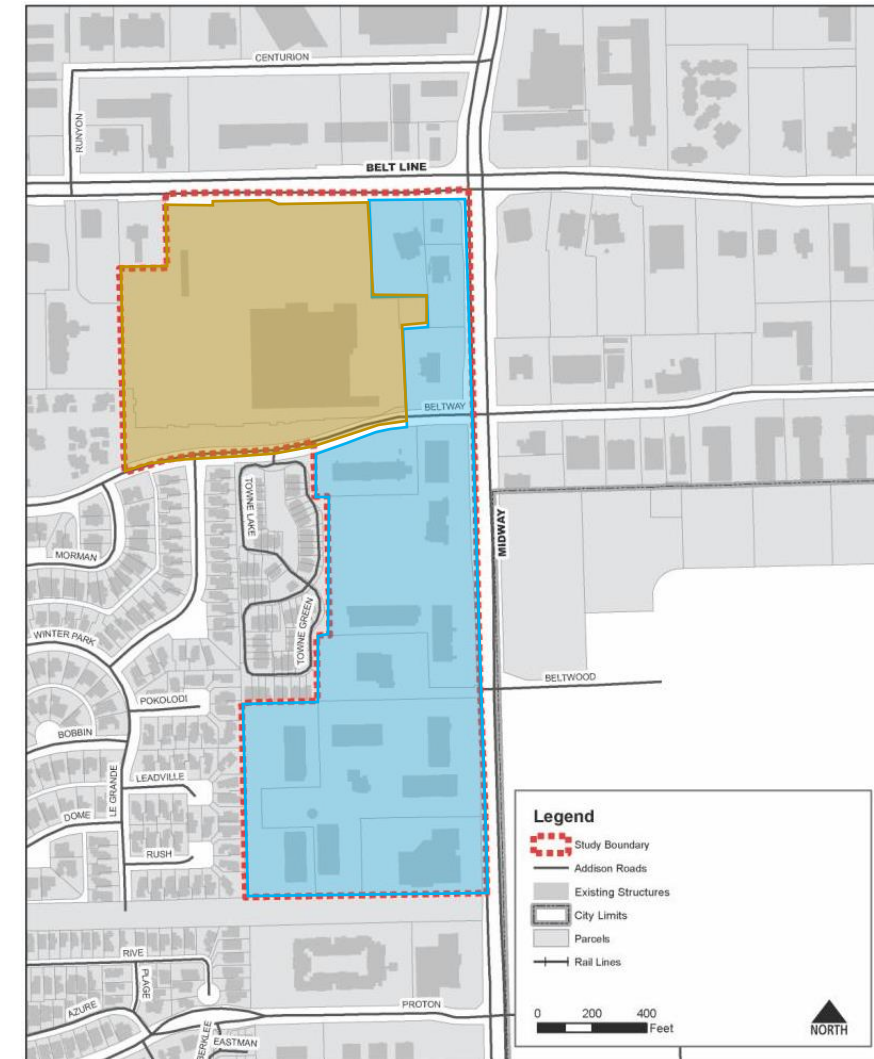
# Sam's Club Study Status Update & Completion Options

Council Work Session  
March 23, 2021

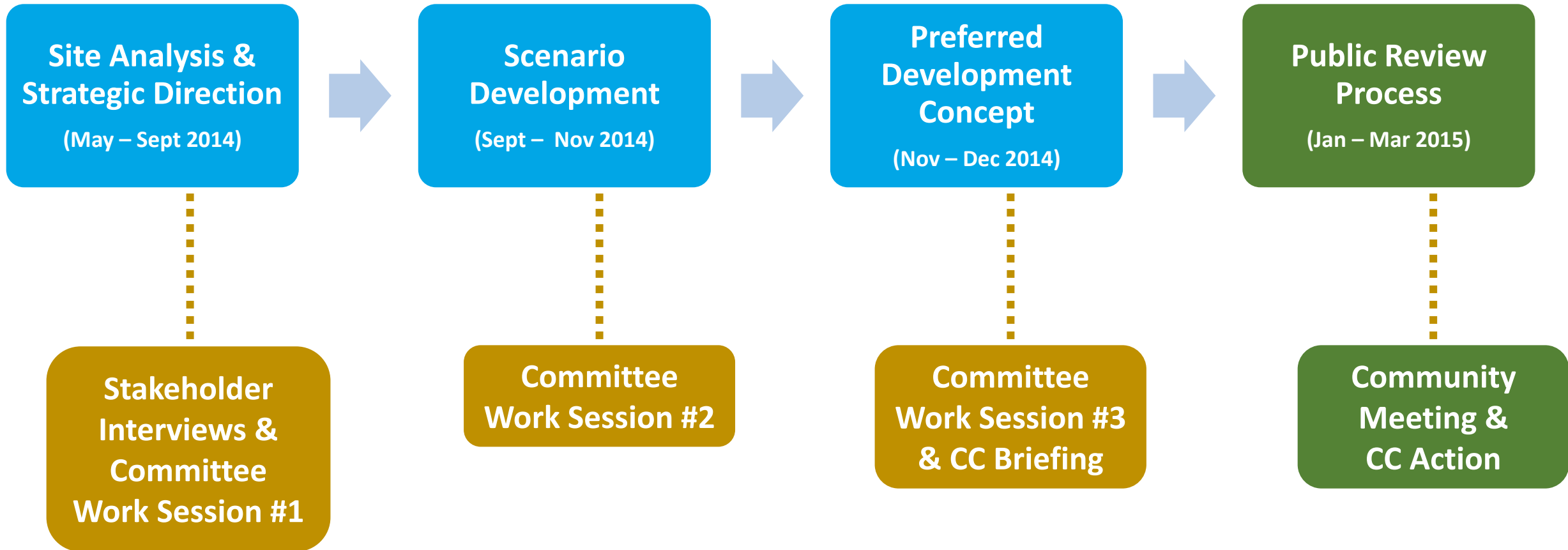
The logo for Addison, featuring the word "ADDISON" in a bold, blue, sans-serif font centered within a white circle. This circle is set against a blue background that has a white diagonal line running from the top-left to the bottom-right, creating a triangular shape on the right side of the slide.

# Past Efforts – Sam’s Club Study

- 2013 Comprehensive Plan calls for a number of special area studies
  - Sam’s Club tract and adjoining properties on the south side of Belt Line, west of Midway Road
  - West side of Midway Road, south of Beltway Drive
- Study Area Attributes
  - 50 acres
  - 11 properties
  - 2014 land use mix:
    - Retail
    - Restaurant
    - Office
    - Hotel



# Sam's Club Study Visioning Process





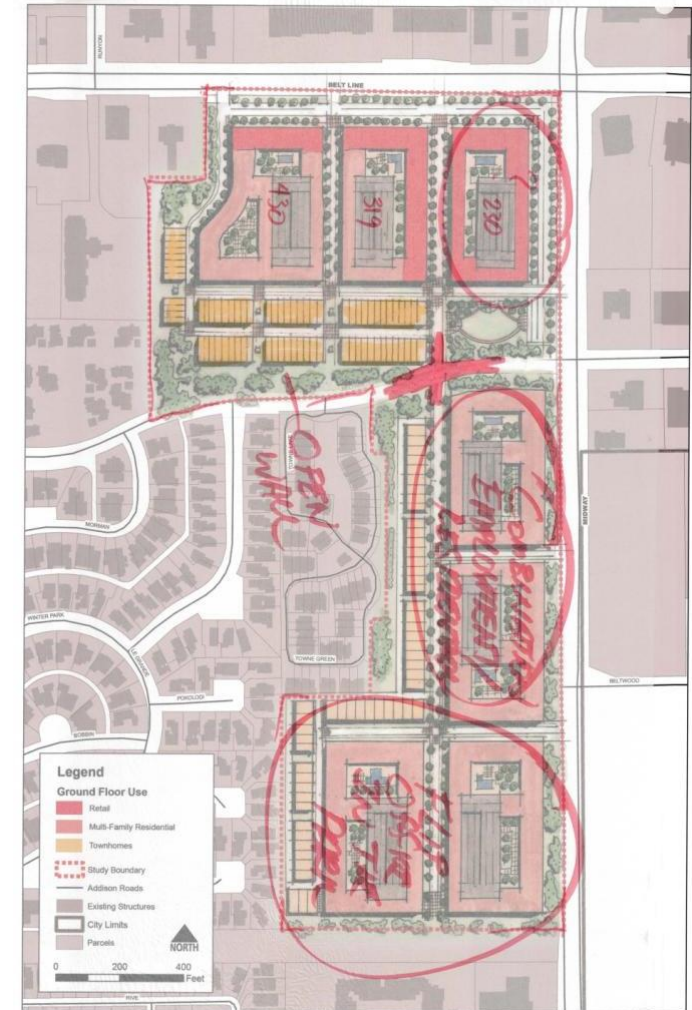
# Advisory Committee Strategic Direction

## ■ Advisory Committee Composition

- 2 - Neighborhood Representatives
- 3 - Study Area Property Owners
- 4 – Elected / Appointed Officials

## ■ Key Themes

- Mixed use on the former Sam's site and Belt Line properties
- Mix residential with flex, office and wellness south of Beltway
- Wall does not need to remain, make pedestrian/bike connections from the existing neighborhoods and maybe vehicular as well – facilitate “organic expansion” of the existing neighborhoods
- Look at some areas with lower density – use techniques so existing residents retain their back-yard privacy
- Identify potential areas for outdoor dining, places for people to congregate



# Development Alternatives



## Scenario 1: Neighborhoods



## Scenario 2: Employment District





# Preferred Development Concept



Land Use Type	Trade Area Demand (10-yr)	Sam's Club Study Area	
		Preferred Development Program	Preferred Development Program
<b>Residential (Units):</b>			
Townhome/Rowhouse*	4,860	153	3%
Condominiums/Flats	3,240	385	12%
Urban/Loft Apartments	12,900	577	4%
<b>Non-Residential (Sq Ft):</b>			
Retail/Restaurant	5,675,500	61,500	1%
Office/Medical	3,477,735	124,800	4%
Flex Office/Employment	4,636,980	187,200	4%

\* Includes live/work units.  
 Source: Ricker | Cunningham.

## ■ **Support:**

- Good to have a plan to refresh an aging area
- The open spaces and parks
- Walkability and connectivity within the study area as well as with the Town's overall trail system
- Add more ownership residential units in Addison
- Most favored the mixed-use character of the proposal

## ■ **Mixed Responses:**

- Some supported the overall density, but some felt it was not appropriate
- Some advocated keeping the wall, while others supported its removal
- Some felt inclusion of rental residential units was appropriate and necessary for the project's economics, others did not want additional rental units

# Sam's Club Study Outcome – March 2015



## ■ Council Direction:

### ■ Limited to Sam's Club property:

- Liked the layout
- Encouraged a mixed-use development that should:
  - Include a retail component
  - Maximize residential fee simple ownership

### ■ Consensus direction was not provided for any of the properties with frontage on Midway

# Follow Up Discussions

- **November 2017 Work Session**

- Provided feedback on the envisioned land use mix and block pattern
- Shared concerns regarding the transition to existing neighborhoods
- Emphasized need for engagement of adjacent neighborhoods in future dialogue
- Staff indicated that we would bring this back for additional discussion after concluding the Addison Circle Study

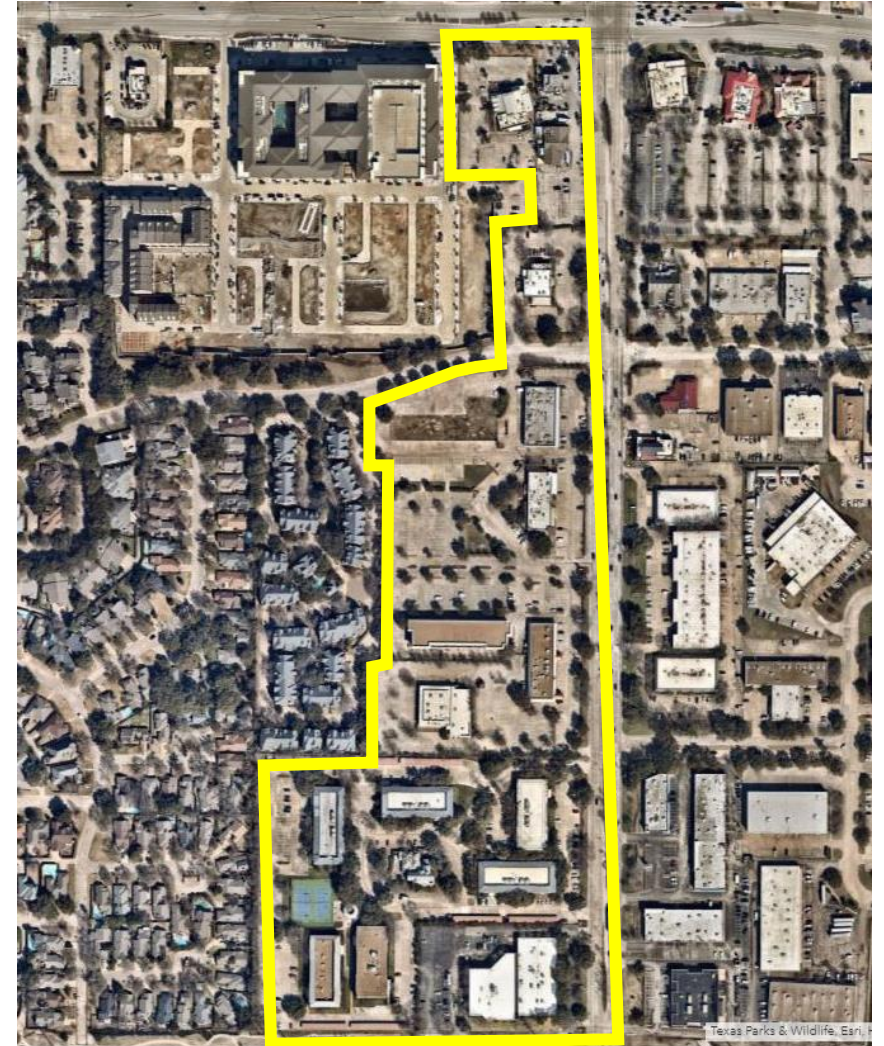
- **October 2019 Work Session**

- Provided feedback to initiate a study that considers the existing plan and identifies needed refinements
- Study should take a deeper dive on identified concerns – transitions to neighborhoods, housing mix, connectivity, open space, noise mitigation
- Public involvement process to be broad and utilize techniques where we had recent success
- Council to appoint new advisory committee to guide process



# Where are we now?

- **Evolution of the Study Area**
  - Addison Grove development
  - Super 8 Motel fire loss
  - Midway Road reconstruction kickoff
- **Uncertain Market Conditions following COVID-19**
  - Retail/restaurant /entertainment /hospitality recovery?
  - Office – will everyone go back?
  - Housing – demand remains high, have market preferences changed?
- **Policy Updates**
  - Park and Trail Master Plans
  - Master Transportation Plan
  - 2017 Addison Housing Policy
- **Active redevelopment interest**
  - Office in the Park
  - Super 8 Motel lot



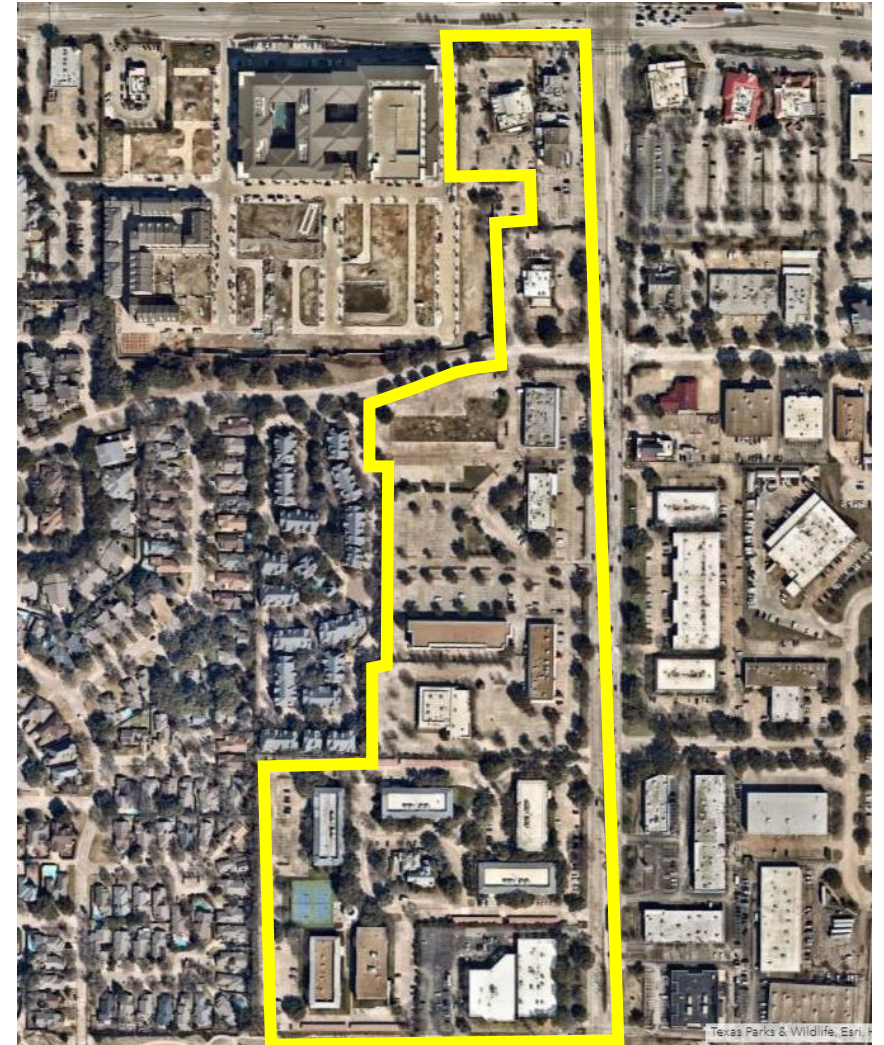
# Moving Forward – Potential Options

- **Option 1**: Receive public input and consider action on the existing study
  - Pro: Acknowledges past input/work from previous study
  - Con: May not address outstanding issues from past work, or account for market evolution
- **Option 2**: Initiate a visioning process that considers and improves upon the existing study (*could be a refinement or major departure*)
  - Pro: Acknowledges, but learns from and improves upon past work
  - Con: May be too deferential to past work
- **Option 3**: Do not provide additional policy direction for this area and evaluate redevelopment opportunities as projects are proposed
  - Pro: Allows actual proposals to inform land use decisions; market driven
  - Con: Does not provide a guiding vision and planning framework for incremental redevelopment



# Recommended Approach – Option 2

- **Direct staff to move forward with Option #2**
  - Initiate a visioning process that considers and improves upon the existing study (*could be a refinement or major departure*)
- **If desired, staff to return to City Council with:**
  - Engagement of available consultant team members from previous study
  - Project Scope and Public Involvement Plan
  - Request to appoint Advisory Committee Members



**Questions?**

**Council Meeting**

**2.**

**Meeting Date:** 03/23/2021

**Department:** City Manager

**Pillars:** Gold Standard in Customer Service

**Milestones:** Promote and protect the Addison Way

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**AGENDA CAPTION:**

Present and Discuss an **Update from Oncor Regarding their 2021 Winter Storm Response and the Redding Trail Project.**

**BACKGROUND:**

Representatives from Oncor will discuss their recent winter storm response and the Redding Trail Project.

**RECOMMENDATION:**

Information only, no action required.

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**Attachments**

Presentation - ONCOR Winter Storm Event

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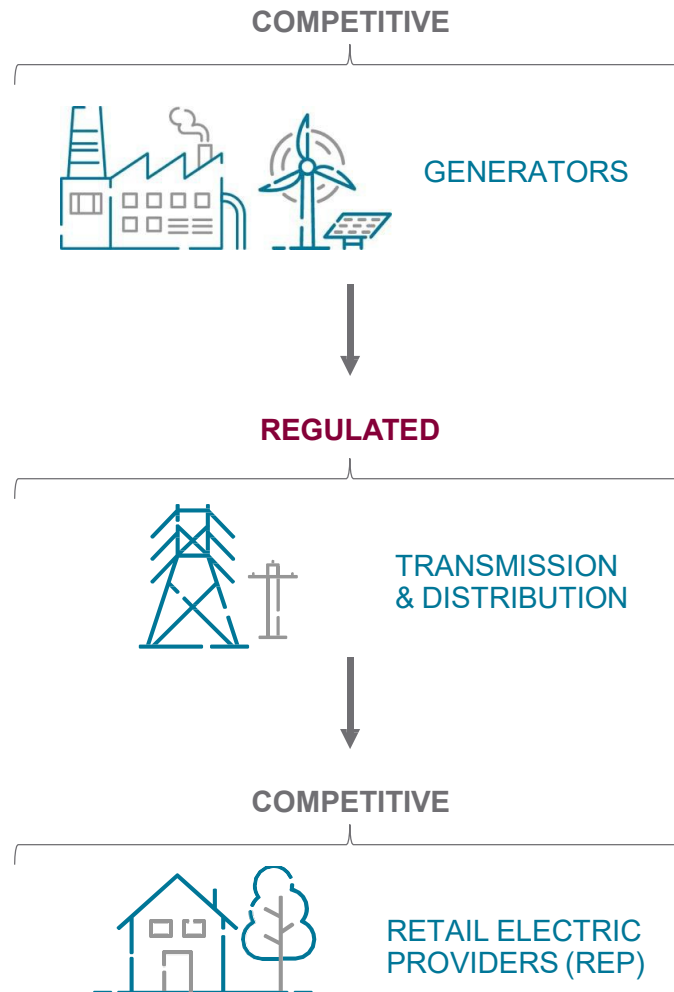
# Short Supply & Winter Storm Event Outreach



## Topics for Discussion

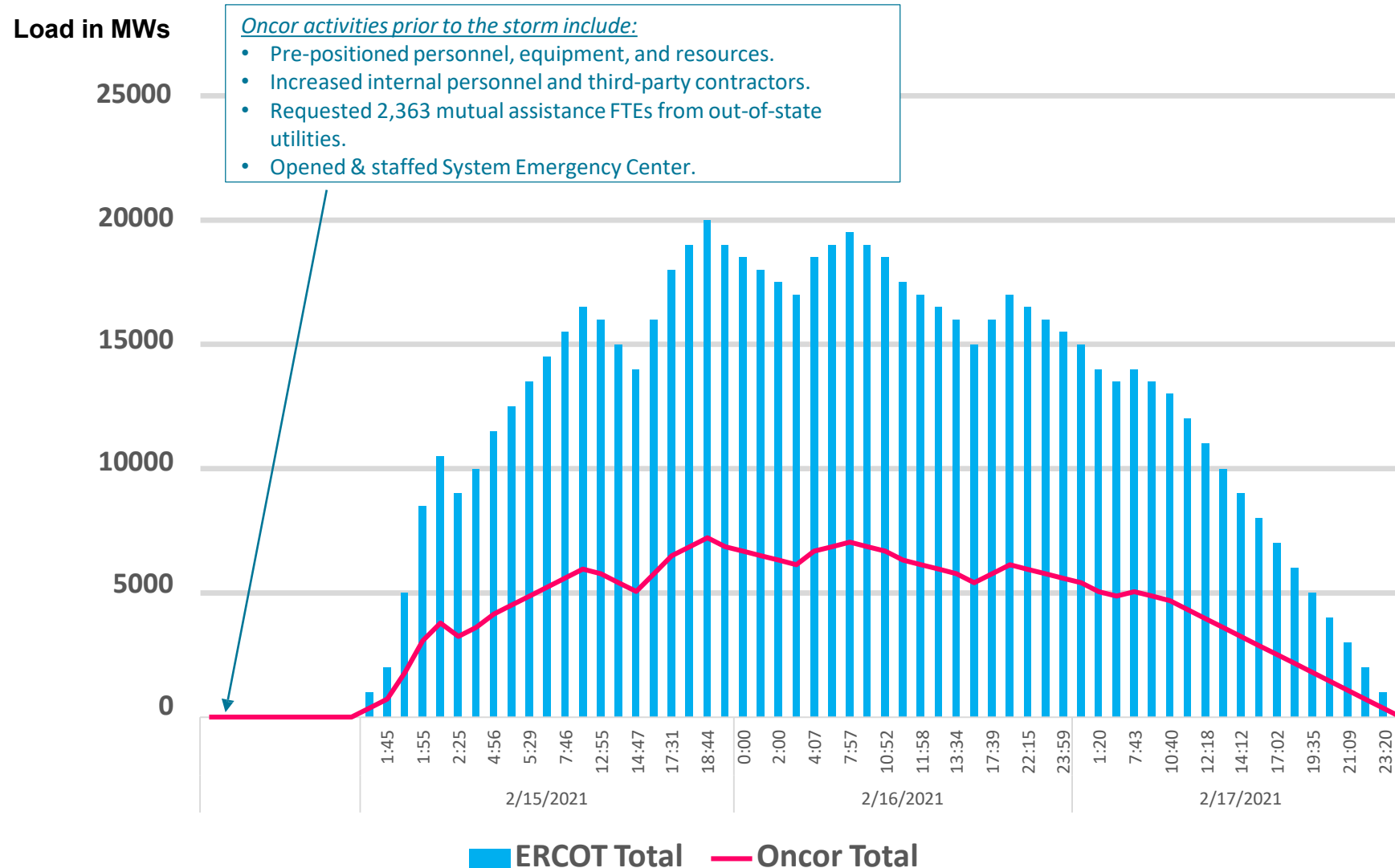
- Communication Process and Challenges
- Rotating Outages versus Controlled Outages
- Was the Process Equitable?
- Critical Load and Critical Care Customers
- Why Where Some Customers and Locations Not Impacted?
- Next Steps

# ERCOT Market Structure



- Oncor is a regulated TDU in ERCOT.
- Delivers electricity to more than 10M Texans.
- Operates more than 139,000 miles of T&D lines.
- Employs more than 4,000 Texans in our service area.
- Service areas spans Permian Basin to Piney Woods, and Red River to Round Rock.

# ERCOT Emergency Load Shed Event





## Oncor Emergency Response

- At the peak of the event, ERCOT directed TDUs to shed 20,000 MW of load to ensure grid stability, and Oncor implemented its response accordingly.
- Oncor was ultimately directed to shed more than 7,200 MW of load, which:
  - Was approximately 5 times as large as the last load-shedding event in 2011;
  - At its peak, impacted approximately 1.3M customers in Oncor's service area.
- Rapid response by Oncor and other TDUs ensured grid stability and avoided a potential blackout of the entire ERCOT system.
- The magnitude of load shed made it impossible to employ limited-duration rotating outages and reduce enough load to balance the system, leaving some Oncor customers without power for an extended time period.



# Load Shedding – Customer Impacts

*Without the ability to shed load, the grid potentially becomes imbalanced and can lead to a blackout.*

## OVERVIEW

- Necessary when electric supply (generation) cannot support the level of demand (load).
- Executed under the direction of grid operators like ERCOT.
- Employed by ERCOT & TDUs as an emergency response measure.
- Utilized to restore stability to the grid.
- Pre-planned manual process shared as equitably as possible in the communities we serve.

## EMERGENCY

- The amount of load shed requested by ERCOT made it impossible to employ limited-duration rotating outages.
- Controlled outages were employed to provide stability to the grid and to maintain service to critical facilities like hospitals and 911 centers.
- Unfortunately, controlled outages left many of our customers without power for an extended period of time.
- Customers were also impacted by winter storm outages to equipment.

## Items for further Review / Examination

- Industry's general approach to managing and responding to load shed events of the magnitude.
- Continued collaboration with gas industry regarding their electrical needs.
- Better understanding the priorities of our cities with regard to water systems and facilities.
- Developing analytics programs and processes that better help identify "other" outages occurring during load shed events.
- Better communication with customers as to new information received from ERCOT, timelines for restoration, and changing grid and operational conditions.
- Helping customers identify opportunities for reducing load during emergency events (e.g., downtown dimming).

**Council Meeting**

**3.**

**Meeting Date:** 03/23/2021

**Department:** City Secretary

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**AGENDA CAPTION:**

Consider Action to Approve the Minutes from the March 9, 2021 Regular Council Meeting.

**BACKGROUND:**

The minutes for the March 9, 2021 Council Work Session and Regular Meeting have been prepared for consideration.

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Minutes - March 9 2021

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# **DRAFT**

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

**March 9, 2021**

**Executive Session, 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, March 9, 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.

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

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

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### **EXECUTIVE SESSION**

**Closed (Executive) Session of the Addison City Council pursuant to: Section 551.071, Tex. Gov. Code. Consultation with an attorney to seek legal advice regarding pending or contemplated litigation or settlement offer regarding:**

- Town of Addison, Texas v. CP Greenhill, LLC, and BBVA USA, f/k/a Compass Bank, Cause No. CC-20-01139-B, County Court at Law No. 2, Dallas County, Texas. (Greenhill Towers)

**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 Attorney's Annual Evaluation

Mayor Chow advised that the City Attorney's evaluation will not be discussed at this time. The Executive Session will be reconvened to discuss this 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 6:03 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 7:34 p.m. No action was taken as a result of Executive Session. Mayor Chow read the following statement regarding the item discussed during Executive Session:

*"I want to take a moment and thank everyone who has reached out to the Council about the Midway Road Revitalization Project and its impact on the trees along the Midway Road corridor. We have received your emails and we acknowledge and respect your concerns.*

*The Town is currently in the middle of legal proceedings with the Greenhill Towers property owner. The Town remains committed to working through the legal process in good faith to consider reasonable options that result in an amicable solution for both parties. While we are unable to provide more details at this time, we look forward to considering what results from the ongoing discussions.*

*The Council wants the community to know that Addison's appearance and how people move throughout our community are very important to us. Addison has always undertaken projects with a vision for the future of our town and Midway Road is no exception. The years-long, extensive public effort to revitalize this part of our community has not been taken lightly. I hope you will be patient as we continue to work through this process."*

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## **WORK SESSION**

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

City Manager Wes Pierson advised that on March 2, 2021 Governor Greg Abbott issued Executive Order GA-34 that fully opens all businesses to 100 percent capacity and ends the statewide mask mandate. This new order will become effective March 10, 2021. Mr. Pierson added that the Governor's order encourages individuals to wear face coverings over the nose and mouth when it is not feasible to maintain six feet of social distancing, and that every person is encouraged to use good-faith efforts and available resources to follow the Texas Department of State Health Services health recommendations.

Mr. Pierson advised that the Town employees will follow the Town's current guidelines and operate as they have for the past several months, including the Addison Athletic Club. He advised that virtual services will also continue however if an in-person appointment is required those will be made available. He reiterated that no changes to Addison's current operating model will be made at this time, and he hopes to return to more normal operations soon.

Mayor Chow confirmed that Town employees will continue to wear masks and said that he encourages people and business owners to continue to have employees wear masks until everyone receives the vaccination.

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## REGULAR MEETING

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### Announcements and Acknowledgements regarding Town and Council Events and Activities

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#### Discussion of Events/Meetings

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**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. She advised that two emails were received regarding the Midway Road project from Elizabeth McDowell and Roxane Miller. The emails were forwarded to the Council.

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**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.*

2. **Consider Action to Approve the Minutes from the February 23, 2021 Regular Council Meeting.**
3. **Consider Action on a Resolution to Approve an Events Agreement Between the Town of Addison and DCO Realty, Inc. for the Management, Operation, Coordination, and Control of a Variety of Events at Vitruvian Park, and Authorize the City Manager to Execute the Agreement in an Amount Not to Exceed \$185,000.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion. No items were pulled for separate discussion.

**MOTION:** Council Member Hughes moved to approve Consent Agenda Items 2 and 3 as submitted. Council Member Braun seconded the motion. Motion carried unanimously.

**Regular Items**

**4. Present, Discuss, and Consider Action to Accept the Addison Police Department's 2020 Racial Profiling Report and Motor Vehicle Contact Search Analysis.**

Police Chief Paul Spencer presented this item. He reviewed that the Addison Police Department must comply with Texas' Racial Profiling Law. The Law was originally created in 2001 and was updated in 2009 and again in 2017. The Law requires the Police Department to collect specific data on all vehicle stops that result in an arrest, citation, or warning. He reviewed the list of data items that must be collected and noted the information is entered by the officers into electronic ticket writing software. That data is then checked and analyzed for accuracy by the Crime Analyst and racial profiling expert Dr. Alex del Carmen. Dr. del Carmen audits the data quarterly by a random sampling of citations.

Chief Spencer advised that other requirements of the Racial Profiling Law include an agency policy on racial profiling and bias reduction, public education, officer training, and quarterly random sampling of traffic stop videos.

Chief Spencer provided a review of the data and analysis of the 2020 Report. There was discussion regarding the high percentage of contraband or evidence found in comparison to the number of searches conducted. Chief Spencer advised that the 2020 Racial Profiling Report concludes that Addison Police Officers are finding contraband when expected based on sound law enforcement practices and not due to a focus on a person's race, ethnicity, or biased-based factors. Mayor Chow inquired whether tips are received from other cities. Chief Spencer replied that tips are received from the public and through a crime information sharing network in the DFW area.

Chief Spencer concluded that the 2020 Racial Profiling Report verifies that the Addison Police Department is in full compliance with the state racial profiling statute regarding prevention policies, data collection, vehicle search analysis and reporting.

**MOTION:** Council Member Walden moved to accept the Racial Profiling Report. Mayor Pro Tempore Ward seconded the motion. Motion carried unanimously.

**5. Present, Discuss, and Consider Action on an Ordinance Declaring Unopposed the Mavoral Candidate in the May 1, 2021 Mavoral General Election, Elected to Office; Canceling the Election for the Office of Mayor; and Providing an Effective Date.**

City Secretary Parker reviewed that On March 4, 2021 she submitted to the City Council a Certification of Unopposed Mayoral Candidate certifying that no person has made a declaration of write-in candidacy for the May 1, 2021 Mayoral Election, and that candidate Joe Chow is unopposed. The City Council may declare the unopposed candidate elected to office and an ordinance is presented for consideration.

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

Council Member Willesen expressed his appreciation to Mayor Chow for his many years of service.

**Ordinance No. O21-09:** An ordinance of the Town of Addison declaring unopposed Mayoral candidate in the May 1, 2021 Mayoral General Election, elected to office; and canceling the election for the Office of Mayor.

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*\*\*\* 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 Attorney's Annual Evaluation

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 7:55 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 8:39 p.m.

**MOTION:** Council Member Hughes moved to direct the City Manager to conduct an RFP process to procure legal services for the Town. He advised the Town will consider all RFPs including from the current legal firm. Council Member Walden seconded the motion. Motion carried unanimously.

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### **Adjourn Meeting**

There being no further business to come before the Council, Mayor Chow adjourned the meeting.

**TOWN OF ADDISON, TEXAS**

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Joe Chow, Mayor

**ATTEST:**

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Irma G. Parker, City Secretary



## Council Meeting

4.

**Meeting Date:** 03/23/2021

**Department:** Police

**Pillars:** Gold Standard in Public Safety

**Milestones:** Promote and protect the Addison Way

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### **AGENDA CAPTION:**

Present and Discuss the **Addison Police Department's 2020 Annual Report.**

### **BACKGROUND:**

The Addison Police Department has prepared an Annual Report for 2020. This report includes a statistical review of the year, notable events from the patrol and criminal investigation divisions, and goals and objectives for Fiscal Year 2021.

The Addison Police Department is also pleased to provide the results of an internal and external audit of its License Plate Recognition and Optical Camera system. This annual audit is assurance to the public, the department's License Plate Recognition and Optical Camera System has operated according to Council's policy direction, and that all internal activities surrounding its use were found to be in line with those adopted policies and procedures.

An important change in our reporting methodology took place in 2020. The Addison Police Department historically utilized the Uniform Crime Reporting (UCR) Program. Beginning in 2020, the Addison Police Department began using the National Incident Based Reporting System (NIBRS). Implemented to improve the overall quality of crime data collected by law enforcement, NIBRS captures details on each single crime incident as well as on separate offenses within the same incident. The additional data includes information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes. Unlike data reported through the UCR, NIBRS goes much deeper because of its ability to provide circumstances and context for crimes like location, time of day, and whether the incident was cleared.

When used to its full potential, NIBRS identifies, with precision, when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Armed with such information, law enforcement can better define the resources it needs to fight crime, as well as use those resources in the most efficient and effective manner. NIBRS:

- **Provides greater specificity in reporting offenses.** Not only does NIBRS look at all of the offenses within an incident, but it also looks at many more

offenses than UCR. NIBRS collects data for 52 offenses, plus 10 additional offenses for which only arrests are reported. UCR counts limited data for 10 offenses and 20 additional crimes for which only arrests are reported.

- **Collects more detailed information**, including incident date and time, whether reported offenses were attempted or completed, expanded victim types, relationships of victims to offenders and offenses, demographic details, location data, property descriptions, drug types and quantities, the offender's suspected use of drugs or alcohol, the involvement of gang activity, and whether a computer was used in the commission of the crime.
- **Helps give context to specific crime problems** such as drug/narcotics and sex offenses, as well as issues like animal cruelty, identity theft, and computer hacking.
- **Provides greater analytic flexibility.** Through NIBRS, data users can see many more facets of crime, as well as relationships and connections among these facets, than SRS provides.

Data collected prior to 2020 under UCR will show a much lower incidence of crime than the data collected under NIBRS because the UCR data only covers a narrow range of criminal activity compared to NIBRS. Comparisons between UCR and NIBRS data will not provide an accurate representation of the annual change in overall criminal activity.

**RECOMMENDATION:**

Information only, no action required.

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**Attachments**

2020 Annual Report

2020 Annual Report Addendum on License Plate Recognition and Optical Camera Audits

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ADDISON POLICE DEPARTMENT

# Statistical Review and Annual Report

2020

# FEDERAL DATA REPORTING

## UCR VERSUS NIBRS

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### Benefits of switching from the Uniform Crime Reporting (UCR) Summary Reporting System (SRS) to the National Incident Based Reporting System (NIBRS):

Implemented to improve the overall quality of crime data collected by law enforcement, NIBRS captures details on each single crime incident—as well as on separate offenses within the same incident—including information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes.

Unlike data reported through the UCR Program's traditional Summary Reporting System (SRS)—an aggregate monthly tally of crimes—NIBRS goes much deeper because of its ability to provide circumstances and context for crimes like location, time of day, and whether the incident was cleared.

When used to its full potential, NIBRS identifies, with precision, when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Armed with such information, law enforcement can better define the resources it needs to fight crime, as well as use those resources in the most efficient and effective manner.

#### NIBRS:

- ◆ Provides greater specificity in reporting offenses. Not only does NIBRS look at all of the offenses within an incident, but it also looks at many more offenses than the traditional SRS does. NIBRS collects data for 52 offenses, plus 10 additional offenses for which only arrests are reported. SRS counts limited data for 10 offenses and 20 additional crimes for which only arrests are reported.
  - ◆ Collects more detailed information, including incident date and time, whether reported offenses were attempted or completed, expanded victim types, relationships of victims to offenders and offenses, demographic details, location data, property descriptions, drug types and quantities, the offender's suspected use of drugs or alcohol, the involvement of gang activity, and whether a computer was used in the commission of the crime.
  - ◆ Helps give context to specific crime problems such as drug/narcotics and sex offenses, as well as issues like animal cruelty, identity theft, and computer hacking.
  - ◆ Provides greater analytic flexibility. Through NIBRS, data users can see many more facets of crime, as well as relationships and connections among these facets, than SRS provides.
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# UNIFORM CRIME REPORTING (UCR)

## Long Term Trends

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The Uniform Crime Reporting (UCR) program was started by the FBI to develop a system of consistent police crime statistics across the nation based on population. Part 1 offenses are the following 7 offenses: murder, rape, robbery, aggravated assault, burglary, larceny-theft, and theft of motor vehicles.

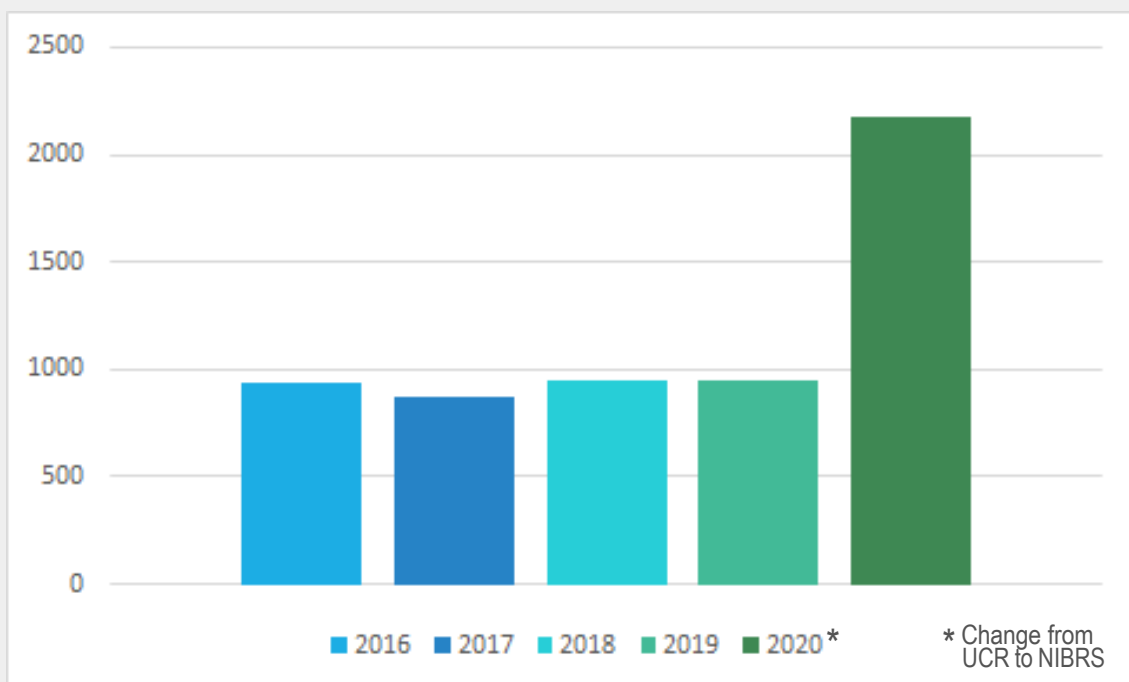
UCR statistics can give a brief comparison of major crime across the country over time. However, many categories of crime were excluded from UCR such as financial crime, cyber crime, and crimes relating to public safety. Any lesser crimes or arrests from the same incident were also not counted.

2019 was the last year Addison submitted UCR data to the FBI. Comparative statistics for other cities and states will now be formatted as NIBRS data.

The graph below shows the total number of Addison UCR Part 1 or NIBRS Group A offenses over a 5 year period.

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Total Number of Offenses:

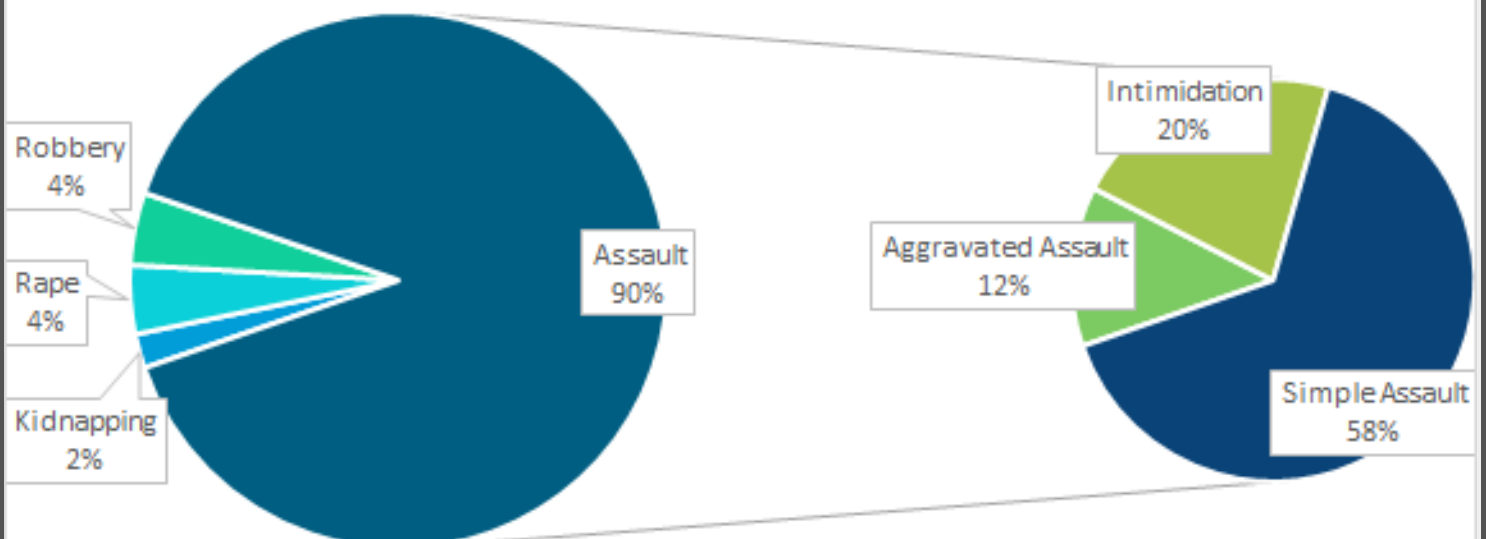


# NIBRS GROUP A OFFENSES

## 2020 Crimes Against Persons

NIBRS Group	NIBRS Code Name	OFFENSES	CLEARED	CLEARED
Murder	Murder & Nonneglegent Homicide	0	0	
	Neglegent Manslaughter	0	0	
	Justifiable Homicide	0	0	
Kidnapping	Kidnapping/Abduction	7	6	85.7%
Rape	Rape	12	11	91.7%
	Sodomy	0	0	
	Sexual Assault with an Object	1	1	100.0%
	Fondling	5	3	60.0%
	Incest	0	0	
	Statutory Rape	2	2	100.0%
Robbery	Robbery	20	7	35.0%
Assault	Aggravated Assault	44	32	72.7%
	Simple Assault	257	221	86.0%
	Intimidation	77	54	70.1%
Trafficking	Commercial Sex Acts	0	0	
	Involuntary Servitude	0	0	
<b>TOTAL</b>		<b>425</b>	<b>337</b>	<b>79.3%</b>

The total number of offenses in each NIBRS group are represented in the pie charts below. The chart on the left shows that 90% of the Crimes against Persons offenses that are reported are assaults. The chart on the right breaks down the assaults into the 3 types: aggravated assault, simple assault, and intimidation.

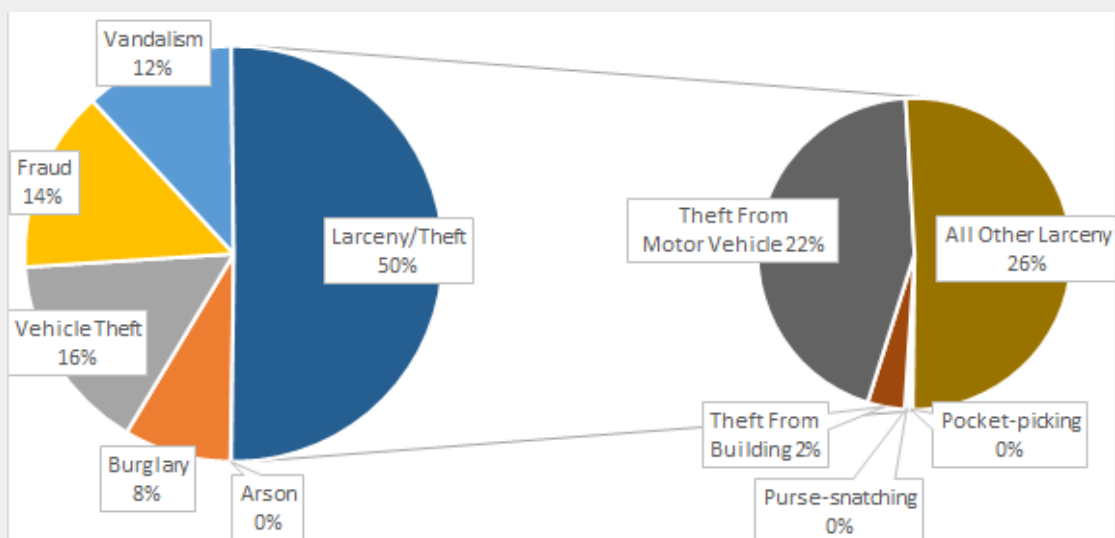


# NIBRS GROUP A OFFENSES

## 2020 Crimes Against Property

NIBRS Group	NIBRS Code Name	OFFENSES	CLEARED	CLEARED
Arson	Arson	1	1	100.0%
Burglary	Burglary/Breaking & Entering	120	25	20.8%
Vehicle Theft	Motor Vehicle Theft	223	52	23.3%
Fraud	Counterfeiting/Forgery	53	10	18.9%
	False Pretenses/Swindle/Confidence Game	26	12	46.2%
	Credit Card/Automated Teller Machine Fraud	67	15	22.4%
	Impersonation	1	0	0.0%
	Welfare Fraud	0	0	
	Wire Fraud	0	0	
	Identity Theft	58	21	36.2%
Vandalism	Destruction/Damage/Vandalism of Property	168	30	17.9%
Larceny-Theft	Pocket-picking	3	0	0.0%
	Purse-snatching	3	1	33.3%
	Shoplifting	0	0	
	Theft From Building	28	8	28.6%
	Theft from Coin Operated Machine	0	0	
	Theft From Motor Vehicle	322	19	5.9%
	Theft of Motor Vehicle Parts/Accessories	0	0	
	Stolen Property Offenses	0	0	
	Embezzlement	0	0	
	All Other Larceny	372	68	18.3%
Cybercrime	Hacking/Computer Invasion	0	0	
Coercion	Extortion/Blackmail	0	0	
	Bribery	0	0	
<b>TOTAL</b>		<b>717</b>	<b>166</b>	<b>23.2%</b>

The total number of offenses in each NIBRS group are represented in the pie charts below. The chart on the left shows that 50% of the Crimes against Property offenses that are reported are thefts. The chart on the right breaks down the thefts into the 10 types, showing the 5 types which contain at least one reported offense: pocket-picking, purse-snatching, theft from building, theft from motor vehicle, and other larceny.



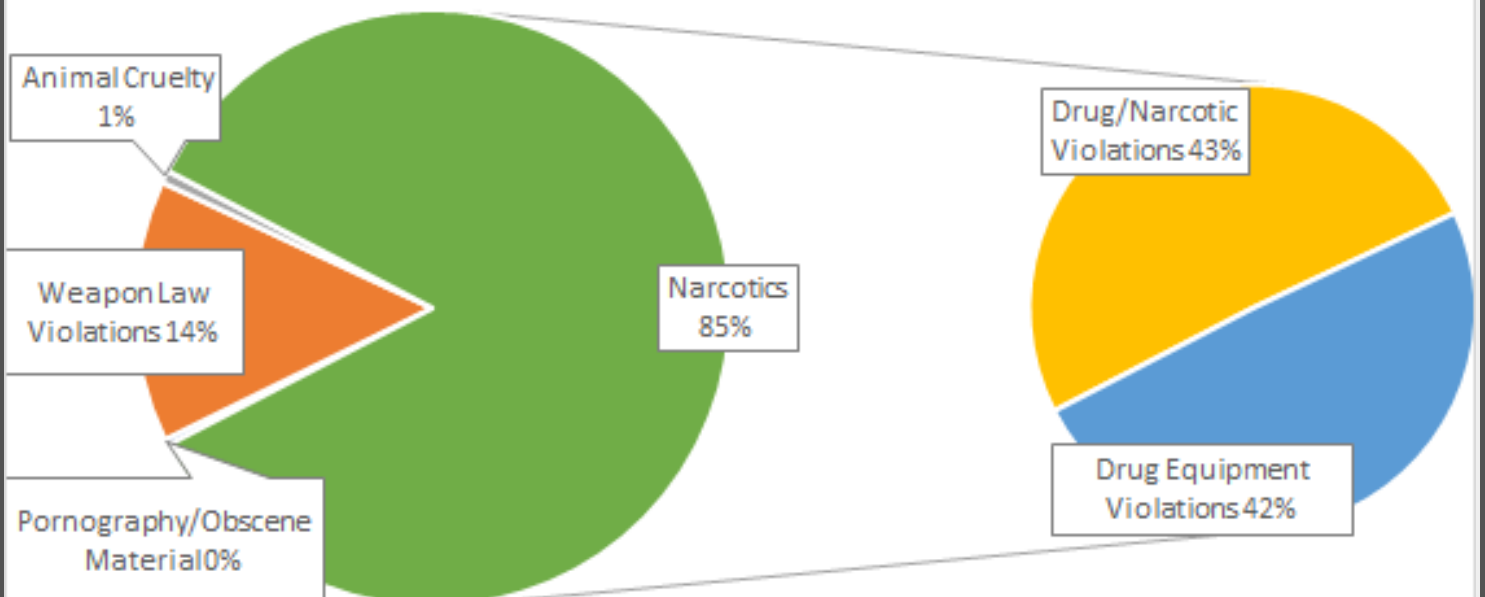


# NIBRS GROUP A OFFENSES

## 2020 Crimes Against Society

NIBRS Group	NIBRS Code Name	OFFENSES	CLEARED	CLEARED
Obscenity	Prostitution	0	0	
	Assisting or Promoting Prostitution	0	0	
	Purchasing Prostitution	0	0	
	Pornography/Obscene Material	1	1	<b>100.0%</b>
Weapons	Weapon Law Violations	42	40	<b>95.2%</b>
Animal Cruelty	Animal Cruelty	2	0	<b>0.0%</b>
Narcotics	Drug/Narcotic Violations	127	124	<b>97.6%</b>
	Drug Equipment Violations	124	123	<b>99.2%</b>
Gambling/Tampering	Betting/Wagering	0	0	
	Operation/Promoting/Assisting Gambling	0	0	
	Gambling Equipment Violation	0	0	
	Sports Tampering	0	0	
<b>TOTAL</b>		<b>296</b>	<b>288</b>	<b>97.3%</b>

The total number of offenses in each NIBRS group are represented in the pie charts below. The chart on the left shows that 85% of the Crimes against Society offenses that are reported are narcotics related. The chart on the right breaks down the narcotics into the 2 types: drugs/narcotics violations (possession, sales) and drug equipment violations (paraphernalia).

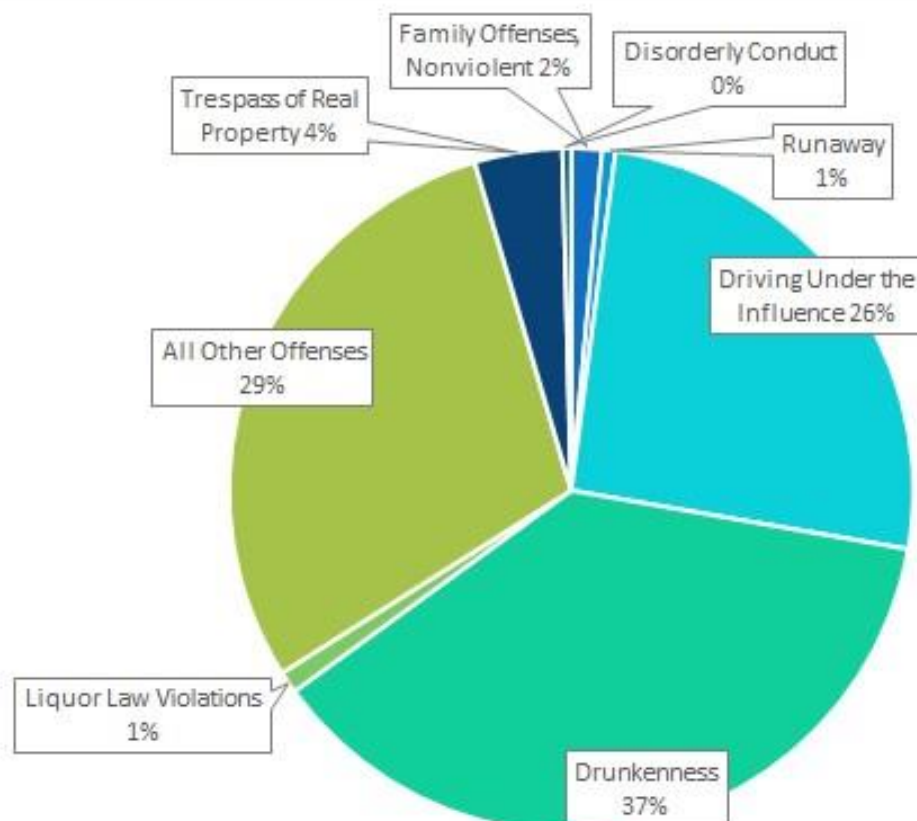


# NIBRS GROUP B OFFENSES

## 2020 Other Offenses

NIBRS Group	NIBRS Code Name	OFFENSES	CLEARED	CLEARED
Family	Family Offenses, Nonviolent	7	6	85.7%
	Runaway	3	2	66.7%
Other Theft	Bad Checks	0	0	
Public Conduct	Curfew/Loitering/Vagrancy Violations	0	0	
	Trespass of Real Property	20	17	85.0%
	Peeping Tom	0	0	
	Disorderly Conduct	2	2	100.0%
Alcohol	Driving Under the Influence	124	123	99.2%
	Drunkness	180	179	99.4%
	Liquor Law Violations	5	5	100.0%
Other Theft	All Other Offenses	142	118	83.1%
<b>TOTAL</b>		<b>483</b>	<b>452</b>	<b>93.6%</b>

The total number of offenses in each NIBRS code name are represented in the pie charts below. Due to the small number of offenses examined in the Group B category they are not grouped and there is only one pie chart. The NIBRS code names with the largest reported incidents are drunkness (public intoxication), driving under the influence (DWI), and trespass of real property (criminal trespass).



# COVID-19

## Departmental Impact

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The impacts of COVID-19 have been felt across the nation since March of 2020. APD has adapted to the unique challenges and difficulties of operating with members of the public during this highly infectious pandemic. Immediate changes to operations were made and safety remains the highest concern for our employees and citizens.

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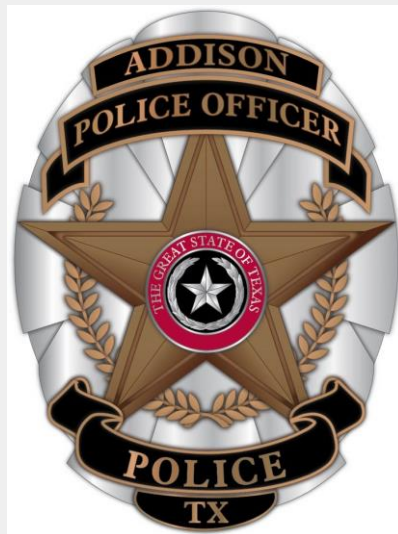
Unemployment spiked which historically has heavily affected crime rates

Restrictions on any optional traffic stops, suspicious activity markouts, and public contact activity

Jails intermittently unable to accept any arrested persons due to COVID outbreaks

Courts halted proceedings and transitioned to online hearings

Enforcement changes highly favor writing at-large warrants for nonviolent misdemeanors



All Town-sponsored events were cancelled, ACAP program suspended, and other community outreach programs halted

Phone-only reports for delayed offenses without physical evidence

Lack of confirmation on arrest warrants across the state leaving officers unable to arrest wanted persons

Restaurants, bars, and other businesses operated at reduced or no occupancy

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# COVID-19

## Departmental Impact

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### Patrol Division

2019:

Offense Reports: 2,919

Arrest Reports: 1,750

Citations: 5,295

Warnings: 6,903

Calls for Service: 16,967

Self-Initiated Activity: 61,346

Traffic Stops: 11,251

Suspicious Activity: 3,995

2020:

Offense Reports: 2,591

Arrest Reports: 1,002

Citations: 1,883

Warnings: 3,140

Calls for Service: 14,468

Self-Initiated Activity: 54,036

Traffic Stops: 4,541

Suspicious Activity: 3,062

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### Criminal Investigations Division

2019:

Detectives: 10

Cases Assigned: 4,259

Cases Cleared: 2,653

Cases Suspended: 1,544

Cases Active: 62

2020\*:

Detectives: 8\*\*

Cases Assigned: 3,626

Cases Cleared: 2,309

Cases Suspended: 1,304

Cases Active: 13

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\* Staffing numbers as of 3/18/21

\*\*2 vacancies due to retirement

# ONLINE RESOURCES

## Crime Maps, Emailed Alerts, and More

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<https://communitycrimemap.com>

Very similar to Google Maps, this website plots a variety of crimes on a map so citizens can see what offenses are occurring in surrounding neighborhoods, in prospective towns, or across the United States.

Date Range: Select a time frame of data.

Event: Choose which offenses to view.

Offenders: See where sexual offenders reside.

Density Map: Create Heat Maps to see concentrations of offenses.

Agency Layers: Pick which police agency's reported offenses to view.



[www.addisontx.net](http://www.addisontx.net)

[www.facebook.com/townofaddison/](https://www.facebook.com/townofaddison/)

[www.facebook.com/townofaddisonpolicedepartment/](https://www.facebook.com/townofaddisonpolicedepartment/)

[www.facebook.com/townofaddisonanimalcontrol/](https://www.facebook.com/townofaddisonanimalcontrol/)

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# ADDISON POLICE DEPARTMENT

## Staffing and Personnel





# ADDISON POLICE DEPARTMENT

## Police Recruitment Efforts

[AddisonPoliceCareers.com](http://AddisonPoliceCareers.com)

The screenshot shows the Addison Police Department website. At the top left is the logo 'ADDISON POLICE'. On the right, there are links for 'Services' and 'Join Our Team'. Below the navigation is a horizontal banner with three images: a woman in a hijab, a police officer, and a police badge. A left-hand navigation menu lists: Services (+), Join Our Team (-), Application Process, Benefits and Compensation, Exam, FAQs, Lateral Transfer, Opportunities, Requirements, and Your Police Department (+). The 'Join Our Team' section features a video player with the title 'Welcome from Addison' and a play button. To the right of the video is a text block: 'Addison is a little town that lives large. Even though it is only 4.4 square miles with a population just under 16,000, Addison is home to 180 restaurants, 24 hotels, and 10 million square feet of office space. During the day our population swells to 125,000, and during the evening we are an entertainment hub for North Texas.' Below this is another text block: 'Addison's Police Department offers career opportunities for people who appreciate the advantages of working in a small town but enjoy the flexible job options available in a larger town.' A final text block states: 'Preserving order and protecting the lives and property of our citizens, the Addison Police Department adheres to the highest ethical standards in service to our community. As the city's peacekeeping partner, we enforce laws and ordinances, safeguard individual liberties, and take measures to build public trust and security. Treating everyone with fairness, dignity, and respect, the department pledges to manage our organization with professionalism, leadership, and integrity.' A print icon is located at the bottom of this section.

### Town of Addison Police Department Facebook

The screenshot shows the Facebook page for the Town of Addison Police Department. On the left is the department's profile picture, which is a circular seal with a star in the center and the words 'LOYALTY & COURAGE' and 'INTEGRITY' around the perimeter. Below the profile picture is the text 'Town of Addison Police Department' and the handle '@townofaddisonpolicedepartment'. The main content area features a banner with the text 'Providing Superior Public Safety Services – The Addison Way' and a collage of four images: a police officer in uniform, three officers sitting on a motorcycle, a police officer speaking to a group of people, and a close-up of a police officer's helmet and gear.

# ADDISON POLICE DEPARTMENT

## Patrol Division

Arrests:  
1,002

Citations:  
1,883

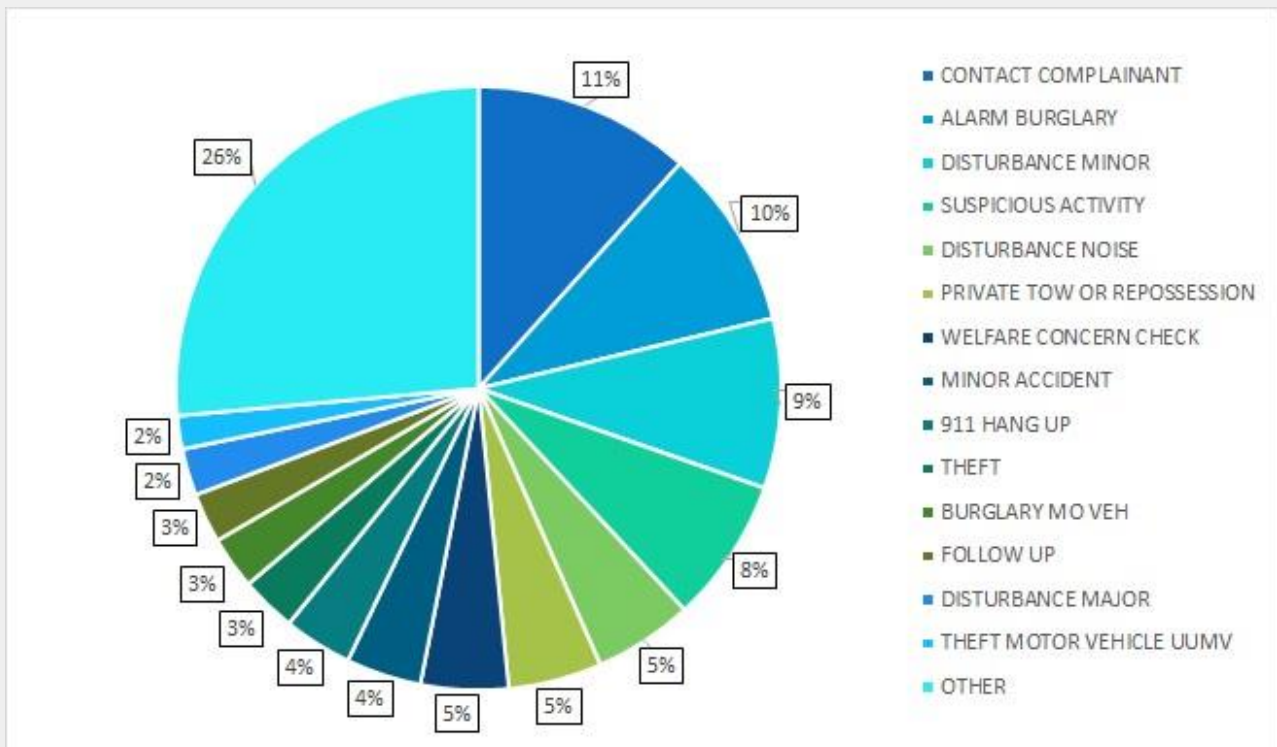
Warnings:  
3,140

Staffing\*:

- Officers Hired: 9
- Officers Resigned: 8
- Current Staffing: 62
- Maximum Staffing: 66

\* Staffing numbers as of 3/18/21

### Call Types for 2020:



### Self-Initiated Activity:

- Assist Motorist
- Airport Patrol
- Business Contact
- Crime Risk Warning
- Follow Up
- Park Patrol
- Parking Violation
- Special Assignment
- Suspicious Activity
- Traffic Stop
- Vacation Watch
- Welfare Check



# ADDISON POLICE DEPARTMENT

## Criminal Investigations Division

### Total Cases:

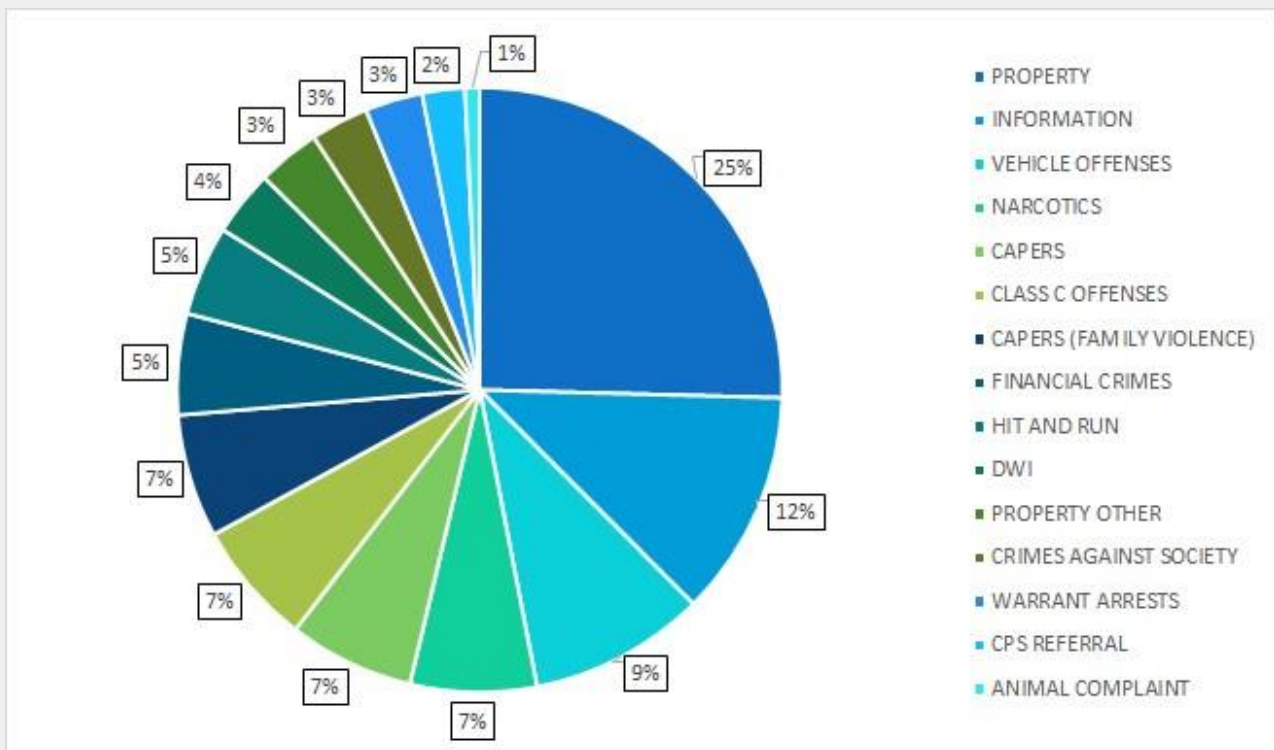
- Assigned: 3,626
- Cleared: 2,309
- Suspended: 1,304
- Active: 13

### Staffing\*:

- Detectives: 8\*\*
- Working Days: 262
- Cases Assigned/Day: 13.8
- Cases Cleared/Day: 8.8

\* Staffing numbers as of 3/18/21  
 \*\*2 vacancies due to retirement

### Case Types for 2020:



### CID Statistics for 2021:

- Stolen vehicles were recovered in 54.7% of cases
- Multiple high-profile cases were solved with multiple suspects arrested
- VICAP certification was obtained per Molly Jane's law (Texas HB 3106)
- Staff are developing LPR Phase Two to identify additional suspect vehicles

# LICENSE PLATE RECOGNITION

## Phase One (2018-2020)

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### Summary of Project:

The Town successfully installed 8 LPR cameras in the Les Lacs, Winnwood, and Oaks North neighborhoods. Investigators have access to scans from our cameras, over 550 other police agencies' cameras, and every commercial vehicle contributing their scans.

So far LPR has been critical in the investigation of 39 misdemeanor and felony cases. At least two stolen vehicles a month are recovered by patrol officers thanks to these alerts. Many high-profile cases can be solved partially or in whole due to LPR data.

One program offered by LPR, the Target Alert System (TAS), alerts every patrol officer of vehicles scanned in town tagged as missing persons, stolen vehicles, or felony warrants. This provides real-time location information for wanted persons and vehicles.

Investigators use current and historic LPR scans to identify suspect vehicles, correct addresses for wanted persons, and workplaces or temporary housing for suspects.

The Addison Police Department follows Town guidelines regarding use of data and restrictions on access. Audits are conducted by both internal staff and contracted experts. Please see the License Plate Addendum for a complete report of use.

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### Town Policy:

License Plate Recognition systems will be used by the police department for legitimate law enforcement purposes only investigating circumstances in which law enforcement officers reasonably believe that the plate data are relevant to an ongoing criminal investigation.

Unless plate data has been flagged, retention periods should be measured in days and weeks, not months and years. The Town will not store data about innocent people for more than 45 days and will only keep flagged data when it is necessary for legitimate law enforcement investigative purposes.

Citizens will be able to find out if plate data of vehicles registered to them are contained in the data base used by the police department.

The Town will not share plate data with non-law enforcement, third-parties. The Town will comply with the Texas DPS License Plate Depository Recognition Program and abide by their rules.

The police department will report data usage publicly and on an annual basis. The Town will not collect personally identifiable information.

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# ANIMAL CONTROL

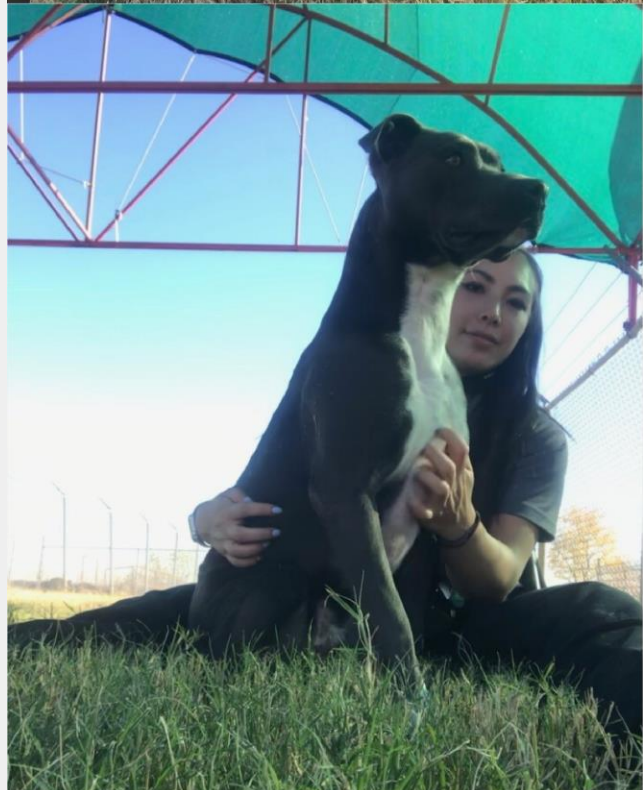
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## Primary Duties:

- Bite and cruelty investigation
- Caretaking of loose, stray, and injured animals
- Animal adoption and transfers
- Wildlife monitoring

## Yearly Statistics:

- Impounded Animals: 140
- Adoptions/Reclamations: 121
- Transfers: 17
- Trap/Neuter/Release: 16
- Bite Investigations: 19
- Average Length of Stay: 14 days
- Most Common Name: Harry



# GOALS AND OBJECTIVES:

## Review of 2020

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Received FBI certification for NIBRS compliance and finished transition from UCR

Mark43 Records Management System project completed

Fulfilled fleet purchase and buildout

Activated peer support group and community mental health team

Completed cosmetic building renovations for common areas, breakroom, and jail transition

Phase One of License Plate Recognition pilot program completed

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# GOALS AND OBJECTIVES:

## 2021

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Begin Phase Two of the License Plate Recognition project and plan for additional equipment rollout

Replace body-worn and in-car camera systems

Implement bond committee recommendations upon approval

- Complete police department firearms range ventilation project

Remain flexible and agile within the current COVID-19 environment

Continue to look for opportunities to build and maintain trust with citizens

Fill employee vacancies

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March 15, 2021

Mr. Wesley Pierson,

Reference: 2020 Annual Report Addendum, License Plate Recognition and Optical Camera Audits

#### **Background**

Based on Council direction to explore technologies assisting Addison's public safety efforts, the police department identified two key programs; License Plate Recognition (LPR) and optical cameras. The Addison Police Department receives most of its calls for service out of the business community. On a busy day, or night, our officers may not be able to spend the time within our residential areas that many of our citizens expect or desire. Not being able to meet that expectation may lead some residents to perceive a lack of safety within their neighborhoods. Envisioned to be a force multiplier for the police department, this system will assist them in keeping the community safe. This will happen two ways. First, by alerting Addison Police when a criminal enters an area protected by the system. Second, providing valuable forensic evidence should a crime occur.

#### **Town of Addison Public Safety Data Management Policy**

**Policy Statement:** These principles will act as policy guidelines for the police department as they develop and implement their standard operating procedures. Transparency and accountability for these systems is incredibly important and at the forefront of all our decision-making processes. Cooperation between law enforcement and the community it serves is the key to any program's success. These policy guidelines serve that purpose. Giving clear direction and boundaries, from the community, regarding how the police department will manage data collected via license plate recognition and optical cameras.

It shall be the policy of the Town of Addison that the data collected by License Plate Recognition and Optical Camera technologies be managed according to the following principles:

1. License Plate Recognition systems will be used by the police department for legitimate law enforcement purposes only investigating circumstances in which law enforcement officers reasonably believe that the plate data are relevant to an ongoing criminal investigation.
2. Unless plate data has been flagged, retention periods should be measured in days and weeks, not months and years. The Town will not store data about innocent people for more than 45 days and will only keep flagged data when it is necessary for legitimate law enforcement investigative purposes.
3. Citizens will be able to find out if plate data of vehicles registered to them are contained in the data base used by the police department.



4. The Town will not share plate data with non-law enforcement, third-parties. The Town will comply with the Texas DPS License Plate Depository Recognition Program and abide by their rules. *\*updated policy December 8, 2020.*
5. The police department will report data usage publicly and on an annual basis.
6. The Town will not collect personally identifiable information.

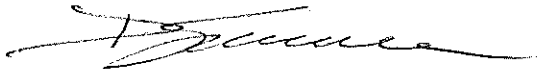
## Audits

Since the LPR system went live on April 12, 2019, the Addison Police Department's License Plate Recognition and Optical Camera system has operated according to Council's policy direction. The APD's internal policy and procedures, that are aligned with Council adopted policies, are being followed. The following internal and external audits were conducted, and the activities were found to be in line with adopted policies and procedures:

Audit Period January 2020 through March 2021

1. *Agency Data Sharing:* The Addison Police Department joined the Texas Department of Public Safety's License Plate Recognition Data Repository and executed the required Memorandums of Understanding (MOUs) in December 2020.
2. *User Permissions:* Audit conducted and verified access only allowed to supervisors and Criminal Investigative section personnel per the Chief of Police.
3. *Log-in Tracking:* Audit conducted, and no unauthorized access detected.
4. *Search Queries:* Audit conducted to ensure queries are for legitimate law enforcement purposes only; no discrepancies detected.
5. *Records Viewed:* Audit conducted to ensure viewed records are for legitimate law enforcement purposes; no discrepancies detected.
6. *Camera Status:* Audit confirmed all cameras are online and functioning without errors. Our vendor also confirmed, to date, there has not been any reported physical or electronic breaches of the enclosures since the time of installation.

Respectfully Submitted,



Paul Spencer  
Chief of Police