

# **DRAFT**

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

**July 13, 2021**

**Executive Session, Work Session & Regular Meeting  
5:45 p.m.**

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

The Addison City Council conducted its Regular Council Meeting on Tuesday, July 13, 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 Guillermo Quintanilla; Deputy Mayor Pro Tempore Paul Walden; Council Member Tom Braun; Council Member Lori Ward; Council Member Kathryn Wheeler; 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, 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, 191st Judicial District, Dallas County District Court

**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

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 5:47 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 7:40 p.m.

No action was taken as a result of Executive Session regarding Bigelow Arizona TX-344, Limited Partnership D/B/A Suites of America and/or Budget Suites of America v. Town of Addison.

**MOTION:** Deputy Mayor Pro Tempore Walden moved to authorize the City Manager to conclude negotiations with the Council's top-ranked firm identified in RFQ 21-084: City Attorney/Legal Services for the Council to continue interviews with qualified firms. Council Member Ward seconded the motion. Motion carried unanimously.

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## WORK SESSION

**1. Present and Discuss Council Calendar for August, September, and October, 2021.**

City Secretary Parker advised that the proposed meeting calendars were included in the packet. Councilmembers advised they had reviewed the calendars.

Mayor Chow inquired if the TML Conference will be in person. Ms. Parker responded that it will be in person and will be held in Houston. She will provide info as it becomes available.

On a related note, during the announcements portion of the meeting, City Manager Pierson reminded Council that there will not be a second Council meeting in July in order to prepare for the budget work sessions.

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## REGULAR MEETING

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

- **Proclamation: John H. Otstott**

Mayor Chow read a proclamation establishing today as John H. Otstott Day. The proclamation recognized Mr. Otstott as a volunteer gardener at the Addison Community Garden for the past several years. Mayor Chow presented the proclamation to Mr. Otstott.

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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.

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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 June 16, 2021 Special Council Meeting.**
3. **Consider Action to Approve the Minutes from the June 22, 2021 City Council Work Session and Regular Meeting.**
4. **Consider Action on a Resolution Discontinuing the City Council Finance Committee.**
5. **Consider Action on a Resolution Adopting the Town of Addison's Strategic Pillars and Milestones for Fiscal Year 2022.**
6. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Dunaway Associates, LLC. for Professional Engineering Services for Plat and Easement Digitization and Mapping; and, Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$70,000.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion.

Council Member Willesen requested Item 4 be pulled.

**MOTION:** Council Member Ward moved to approve Consent Agenda Items 2, 3, 5, and 6 as submitted. Council Member Willesen seconded the motion. Motion carried unanimously.

\*\*\*\*\* Consent Item 4 \*\*\*\*\*

Council Member Willesen advised he pulled Item 4 to express his opinion. Having served on the Council Finance Committee for the last four years, he opined serving on this committee has been very helpful for him and the councilmembers who had served. He added that the consensus of the Council was to dissolve the Committee, but he does not feel comfortable having it approved on the Consent Agenda. Mayor Chow acknowledged that the City Council previously discussed and approved dissolving the Committee and then called for a motion.

**MOTION:** Council Member Ward moved to approve Consent Agenda Item 4. Mayor Pro Tempore Quintanilla seconded the motion. Motion carried with a vote of 6-1. Council Member Willesen voted against the motion.

**Resolution No. R21-035:** Discontinue City Council Finance Committee

**Resolution No. R21-036:** Adopt Strategic Pillars and Milestones for Fiscal Year 2022

**Resolution No. R21-037:** Agreement with Dunaway Associates, LLC for Easement Digitation and Mapping

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## Regular Items

- 7. Consider Action on a Resolution Authorizing Acceptance of an Airport Improvement Program Grant Offer from the Texas Department of Transportation (TxDOT) Aviation Division in the Estimated Amount of \$8,060,300 for Design and Construction of Extensions of and Improvements to Taxiway Bravo with Associated Improvements Including a Vehicle Service Road; Designating TxDOT as the Town of Addison's Agent for Receiving and Disbursing Funds; Acknowledging that Addison will be Responsible for an Estimated Contribution of \$806,030; and, Authorizing the Execution of Documents Relative to the Acceptance of the Grant.**

Joel Jenkinson, Airport Director, presented this item. He advised there are two parts to this grant. There will be a design phase which begins this year and a construction phase which will be next year. The design phase is \$806,000 with a 10% match or \$80,500. The construction phase will be next year with an estimated cost of \$7,255,300. The agenda memo advised that this includes a 10% match on taxiway extensions but a 50% match on the vehicle service road west of the taxiway which Staff will negotiate with TxDOT and get the maximum grant funding of 90%.

Council Member Willesen stated this grant application was outstanding. He asked if staff had a feel for when Taxiway Bravo would be completed? Mr. Jenkinson stated he did not know as this decision is based on funding. The present three-year Aviation Capital Improvement Plan (ACIP) does not include the Taxiway Bravo Project. This project could move up in the ACIP during the design phase when more project costs are determined. Once total estimated costs are included, TxDOT will be able to factor those into the ACIP and schedule funding. Mr. Jenkinson opined that this is a very strong project for competition for discretionary TxDOT funding.

Deputy Mayor Pro Tempore Walden asked what are the implications of airport development on the west side of the airport with the completion of Taxiway Bravo? Mr. Jenkinson reported that

getting access to these 4.2 acres can't come quickly enough. He recalled that in 1999 the Airport acquired the 4.2-acre tract of land through a land-swap with the North Texas Toll Authority (NTTA) to allow for the Addison Airport Toll Tunnel to be built in NTTA's right-of-way. These 4.2 acres have not been developed for aeronautical purpose because there was no access to a taxiway or runway. With the first phase of construction scheduled to start next year, the 4.2 acres would become open for aeronautical purposes, namely ground leases. There is a tremendous demand for hanger development which could increase airport revenues more than \$120,000.

Deputy Mayor Pro Tempore Walden asked if there was any other property that has not been developed due to access? Mr. Jenkinson stated getting Taxiway Bravo to the full length parallel the entire length of the runway is a great step forward. However, this extension may affect compliance with additional federal requirements, in particular Federal Aviation Authority (FAA) safety area(s) and runway protection zones standards.

Council Member Ward requested clarification of what plan(s) required updating. Mr. Jenkinson responded to advise the 2016 Airport Master Plan is an FAA required document that must be updated every 10 years. When this review is made in the next couple of years, Staff will be able to determine if any major infrastructure projects are needed along with the projected cost of those improvements.

Mayor Pro Tempore Quintanilla asked if the 4.2 acres were included in the 2016 Airport Master Plan? Mr. Jenkinson responded saying that the acres were included in that plan.

**MOTION:** Council Member Willesen moved to approve. Deputy Mayor Pro Tempore 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