

# DRAFT

## OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

March 22, 2022

6:30 p.m. Executive Session & Work Session  
7:30 p.m. Regular Meeting

Addison TreeHouse  
14681 Midway Rd., Addison, TX 75001

The Addison City Council conducted its Regular Council Meeting on Tuesday, March 22, 2022, 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 551.087, Texas Government Code, to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect or business prospects that the City Council seeks to have locate, stay, or expand in or near the territory of the Town of Addison and with which the City Council is conducting economic development negotiations, and/or to deliberate**

**the offer of a financial or other incentive to such business prospect or business prospects:**

- Discuss master developer proposals for the Town's Transit Oriented Development Project

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 6:31 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 7:17 p.m.

Deputy Mayor Pro Tempore Walden read the following prepared statement into the record:

*For more than three decades the Town has been anticipating the arrival of DART rail service in Addison. In preparation for its arrival, the Town has been accumulating property and planning for how that property might be used as part of a transit-oriented development.*

*In 2018, the City Council adopted a plan that identified the vision and development principles for the property surrounding the contemplated DART rail stop.*

*In 2020, the Town hired Cushman and Wakefield to serve as real estate advisors for the process that would select a master developer to make the Council's vision a reality.*

*In October of 2020, City Council also appointed Council Members Braun, Quintanilla and Walden to serve with Town staff and Cushman and Wakefield on a Selection Committee to guide the solicitation of qualified developers through a Request for Proposal (RFP) process.*

*In April 2021 an RFP was released to the development community. Ultimately five development teams submitted proposals. After review of all five proposals, the Selection Committee recommended that the City Council narrow the candidates to two finalists that would further refine and submit development concepts for consideration.*

*As a result of this extensive selection process, the City Council is prepared to narrow the finalist pool to a lone finalist and direct the City Manager to negotiate a memorandum of understanding outlining the initial terms that will govern the relationship between the Town and the master developer team.*

*Once a memorandum of understanding is complete, it will be presented to the City Council for consideration and approval. At the time the memorandum of understanding is presented to the Council a more comprehensive review of the overall developer selection process will be presented to the public.*

*While we would ideally prefer to present this information publicly earlier in the process, the reality is that the nature of these types of real estate negotiations make it difficult to share information publicly and maintain an effective negotiation position for the Town.*

**MOTION:** Deputy Mayor Pro Tempore Paul Walden made the following motion ‘to advance the AMLI/Stream Development Team as the lone finalist to become the Master Developer for the Town’s Transit-Oriented Development Project for the Addison Circle area subject to the successful negotiation of the definitive agreements that will govern the project. Further, I move to direct the city manager to negotiate a Memorandum of Understanding between the Town and AMLI/Stream Development Team that will set forth the terms and conditions of those agreements.’ Council Member Tom Braun seconded motion. Motion passed unanimously.

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## WORK SESSION

### 1. Present and Discuss the Council Calendar for April through September 2022.

City Secretary Parker reviewed the monthly calendars for Council meeting dates and planned special events through September. The mayor and council members provided dates of their scheduled vacation dates in May which may affect the canvass and second Tuesday meetings in May. The calendar is shown as follows:

DATE	MEETING/EVENT
April 12, 2022	City Council Meeting
April 14, 2022	Spring Town Meeting
April 19, 2022	Planning & Zoning Commission Meeting
April 26, 2022	City Council Meeting
May 7, 2022	General Election
May 10, 2022	City Council Meeting * (may be re-scheduled)
May 17, 2022	Planning & Zoning Commission Meeting
May 19, 2022	(Proposed) Council Orientation * (may be re-scheduled)
May 24, 2022	City Council Meeting * (may be re-scheduled)
May 30, 2022	Memorial Day Holiday - Offices will be closed in observance of this holiday
June 7, 2022	Strategic Planning Meeting
June 14, 2022	City Council Meeting
June 21, 2022	Planning & Zoning Commission Meeting
June 28, 2022	City Council Meeting
July 4, 2022	July 4 <sup>th</sup> Holiday - Offices will be closed in observance of this holiday
July 12, 2022	City Council Meeting
July 19, 2022	Planning & Zoning Commission Meeting
July 26, 2022	<b>City Council Meeting - CANCELLED</b>
August 3-4, 2022	FY 2023-24 Budget Meeting
August 9, 2022	City Council Meeting
August 16, 2022	Planning & Zoning Commission Meeting
August 23, 2022	City Council Meeting
September 5, 2022	Labor Day Holiday – Offices will be closed in observance of this holiday
September 6, 2022	Special City Council Meeting
September 13, 2022	City Council Meeting
September 20, 2022	Planning & Zoning Commission Meeting
September 27, 2022	City Council Meeting

City Manager Wes Pierson advised that the meeting dates for May will be reviewed, and a final decision will be made later regarding the second May Council meeting as well as the date for the

Election Canvas. Mayor Chow recommended that this planning calendar be shared with the 2022 General Election Candidates to assist with their summer vacation plans.

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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.

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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 on the Minutes from the March 8, 2022 Regular City Council Meeting.**
3. **Consider Action on a Resolution Approving a Professional Engineering Services Agreement with McKinstry Essention, LLC for Construction Management Services for Projects at the Addison Police Headquarters and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$104,074.**
4. **Consider Action on a Resolution Approving a Contract Parking Services Agreement with Cornerstone Parking Group for Special Events Parking (Bid #22-83) in an Amount Not to Exceed \$57,000, Plus an Annual Contingency Amount Not to Exceed \$10,000 and Authorize the City Manager to Execute the Agreement.**
5. **Consider Action on a Resolution Approving an Entertainment Agreement Between the Town of Addison and SPJ Productions LTD for the Personal Services of Musicians and Authorizing the City Manager to Execute the Contract in an Amount Not to Exceed \$130,000.**
6. **Consider Action on a Resolution Approving an Economic Development Program Grant Agreement with Aerospace Quality Research and Development, Inc. (d/b/a AQRD) and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$70,000.**

7. **Consider Action on a Resolution Approving a Construction Services Agreement with North Rock Construction, LLC for Redding Trail Drainage and Amenity Improvements, Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$453,579.34 and Establishing a Project Budget in an Amount Not to Exceed \$585,129.34.**

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

Mayor Pro Tempore Quintanilla requested Item 7 be pulled from the Consent Agenda so that staff may provide a presentation.

**MOTION:** Council Member Braun moved to approve Consent Agenda Items 2, 3, 4, 5, and 6 as submitted. Council Member Ward seconded the motion. Motion carried unanimously.

\*\*\*\*\* *Consent Item 7* \*\*\*\*\*

Jana Tidwell, Director of Parks and Recreation, presented this item. She reviewed that in May of 2021, a professional service agreement with Parkhill was authorized for engineering services for proposed drainage improvements along the Redding Trail in the amount of \$48,000. The proposed drainage improvements include grading for a drainage swale, construction of a concrete pilot channel, and landscape restoration within the segment of the Redding Trail Corridor that is adjacent to Canot Lane. Funds were allocated for this project in the Fiscal Year 2022 Stormwater Fund budget.

Ms. Tidwell advised that also in May of 2021, a second professional service agreement with Parkhill was authorized to provide landscape architecture services related to proposed amenity improvements along the Redding Trail in the amount of \$13,550. The proposed amenity improvements include the replacement of wood timber retaining walls with a modular concrete wall system, replacement of concrete pavers at two seating areas with clay pavers, replacement of existing wood benches and refurbishment of the landscape around the seating nodes. Funds for the proposed amenity improvements were approved by voters in the 2019 Bond Election and are included in the FY2022 budget.

The drainage and amenity improvements were issued for competitive sealed proposal on Periscope on January 13, 2022. Proposals for the Drainage Improvements are identified in the plans and specifications as Package One and proposals for the amenity improvements are identified as Package Two. Two proposals were received on February 8, 2022 and the tabulation of those bids is shown in the table below. Package Two, for the amenity improvements, originally included two alternate bid items for the construction of a concrete slab for an outdoor fitness court and the installation of the fitness equipment at Les Lacs Park. On March 8th, Council directed staff to locate the outdoor fitness court at Vitruvian Park therefore, the alternate bid items are not provided in the bid tabulation.

<b>REDDING TRAIL DRAINAGE AND AMENITY IMPROVEMENTS BID TABULATION</b>		
<b>Contractor</b>	<b>North Rock Construction</b>	<b>Procure Services</b>
Package One - Drainage Improvement Project	\$283,394.70	\$252,296.52
Package Two - Amenity Improvement Project	\$170,184.64	\$173,886.98
<b>Total Combined Projects Bid Amount</b>	<b>\$453,579.34</b>	<b>\$426,183.50</b>
Length of Construction (Calendar Days)	90	88

Staff and Parkhill scored the proposals using information supplied by the contractors. The evaluation criteria and results are shown in the table that follows:

	<b>North Rock Construction</b>	<b>Procure Services</b>
Proposed Contract Price (50 points)	43.8	50
Previous Experience with Similar Projects (25 points)	25	13
Proposed Construction Schedule / Sequencing (10 points)	10	10
Proposed Construction Time (15 points)	15	15
<b>Total Score</b>	<b>93.8</b>	<b>87.5</b>

Ms. Tidwell advised that while their proposed project cost is slightly higher, staff and the consultant believe North Rock Construction's experience and positive references make them a better partner for this project. Staff requests Council consider approval of the contract with North Rock Construction for Package One and Package Two, include a project contingency in the amount of \$70,000, and establish a total project budget of \$585,129.34. Package One has an allocated contingency amount of \$45,000 and the remaining \$25,000 of the contingency is allocated for Package Two. Both proposed packages are below their respective budgets of \$330,000 for Package One and \$200,000 for Package Two.

Ms. Tidwell added that additional time has been built into the construction schedule so that a meeting with adjacent property owners may be held.

**MOTION:** Mayor Pro Tempore Quintanilla moved to approve Consent Agenda Item 7. Council Member Wheeler seconded the motion. Motion carried unanimously.

**Resolution No. R22-015:** Construction Management Services Agreement- McKinstry Essention, LLC

**Resolution No. R22-016:** Parking Services Agreement-Cornerstone Parking Group

**Resolution No. R22-017:** Entertainment Agreement - SPJ Productions LTD

**Resolution No. R22-018:** Economic Development Program Grant Agreement – Aerospace Quality Research and Development, Inc. (dba AQRD)

**Resolution No. R22-019:** Redding Trail Drainage & Amenity Improvements Construction Services Agreement - North Rock Construction

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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