



**REGULAR MEETING
OF THE CITY COUNCIL**

April 26, 2022

ADDISON TREEHOUSE

14681 MIDWAY RD. SUITE 200, ADDISON, TX 75001

6:45 PM WORK SESSION

7:30 PM REGULAR MEETING

Notice is hereby given that the Addison City Council will conduct a Regular Meeting on Tuesday, April 26, 2022 at the Addison TreeHouse. A quorum of the governing body will be physically present at the foregoing location. Email comments may be sent to: 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.

Call Meeting to Order

Pledge of Allegiance

WORK SESSION

1. Present and Discuss an **Update on the Sam's Club Special Area Study.**

2. Present and Discuss the **Airport Quarterly Report for the Fiscal Year 2022 Second Quarter Ended March 31, 2022.**

REGULAR MEETING

Announcements and Acknowledgments Regarding Town and Council Events and Activities

Discussion of Meetings / Events

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.

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 April 12, 2022 Regular City Council Meeting.**
-

Regular Items

4. Hold a Public Hearing, Present, Discuss, and Consider Action on an **Ordinance Approving 2022 Standards of Care for the Town's Youth Recreation Programs.**

5. Present, Discuss, and Consider Action on an Ordinance Granting a Meritorious Exception to Chapter 62 of the Code of Ordinances for Pokeworks, a Restaurant Located at 3719 Belt Line Road, in order to Exceed the Maximum Letter and Logo Height for Attached Signs.
Case MR2022-05/Pokeworks.

6. Present and Discuss an Update on Taste Addison 2022.

7. Present, Discuss, and Consider Action on an Ordinance to Amend the Town's Annual Budget for the Fiscal Year Ending September 30, 2022 to Provide Funding for Stone Cottage Repairs, Metrocrest Services Facility Contributions, Contractual Services for Real Estate Brokerage, Tree Plantings, Consulting Services for the Texas Ambulance Supplemental Payment Program, 2022 General Obligation Refunding Bonds, and Prior Year Encumbrances.

Adjourn Meeting

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.

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.

POSTED BY: _____

Irma G. Parker, City Secretary

DATE POSTED: Thursday, April 21, 2022

TIME POSTED: 6:30 pm

DATE REMOVED FROM BULLETIN BOARD: _____

REMOVED BY: _____

Council Meeting

1.

Meeting Date: 04/26/2022

Department: Development Services

Pillars: Optimize the Addison Brand

Milestones: Promote and protect the Addison Way

AGENDA CAPTION:

Present and Discuss an **Update on the Sam's Club Special Area Study.**

BACKGROUND:

In April 2021, the City Council approved a professional services agreement for a planning consultant and appointed a project advisory committee to complete the Sam's Club Special Area Study.

The study of this area began in 2014, in accordance with policy direction provided within the 2013 Comprehensive Plan. At that time, the City Council chose to study 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. At the conclusion of that process in 2015, 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.

With the establishment of a 17 member project advisory committee for this re-initiated special project, the City Council directed staff to expand the study area to the south to include commercial properties situated between Office in the Park and the Greenhill School campus.

Following initiation of the project, the project team and project advisory committee met three times. The Town also hosted two community open houses at the Addison Athletic Club in order to receive broader community feedback at key milestones in the project. Following the second community open house, the advisory committee shared their strong desire for additional discussion and refinement of the direction of the study. The committee was deeply committed to developing recommendations that respect existing neighborhoods and businesses and at that time, they did not feel that the process had achieved that intent.

The feedback shared by the committee resulted in a shared commitment from Town staff and the committee to carry out a much more open-ended dialogue on the future of the study area. That commitment resulted in four additional

meetings between the advisory committee and staff. The outcome of those meetings is the draft Sam's Club Special Area Study strategic framework that is included with this agenda memo.

With this presentation, staff seeks feedback and direction from City Council on this draft strategic framework. Based on Council direction, staff will publish a draft study document for public review in May, with Planning and Zoning Commission and City Council action to be considered by July.

RECOMMENDATION:

Staff seeks direction from Council.

Attachments

Presentation - Sam's Club Special Area Study Status Update
Draft Executive Summary - Sam's Club Special Area Study

Sam's Club Special Area Study Status Update

Council Work Session
April 26, 2022

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.

ADDISON

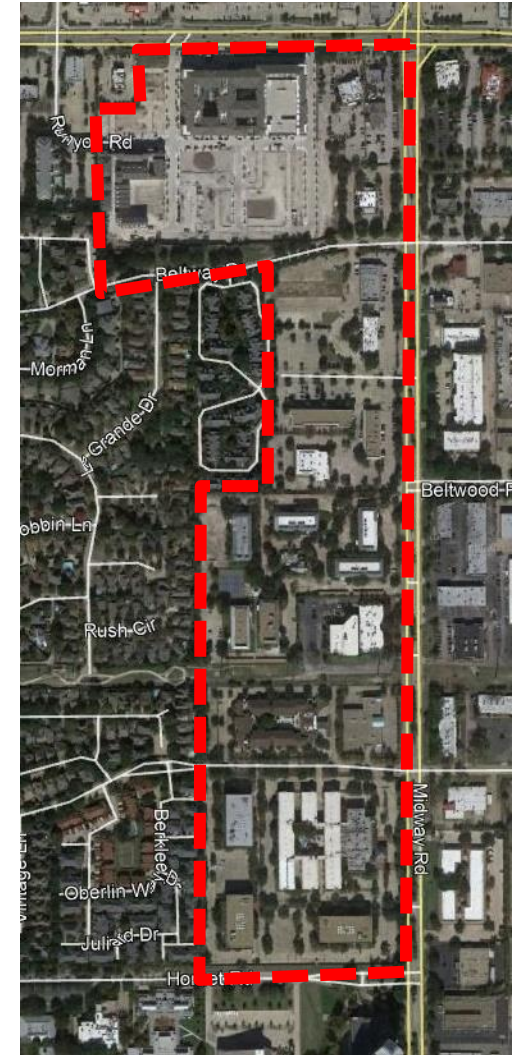
Past Efforts – Sam’s Club Study 2014

- **2013 Comprehensive Plan calls for a number of special area studies – 1st Sam’s Club Study initiated in 2014**
 - 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
- **March 2015 Council Direction on 1st Sam’s Club Study:**
 - Limited to Sam’s Club property:
 - 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**

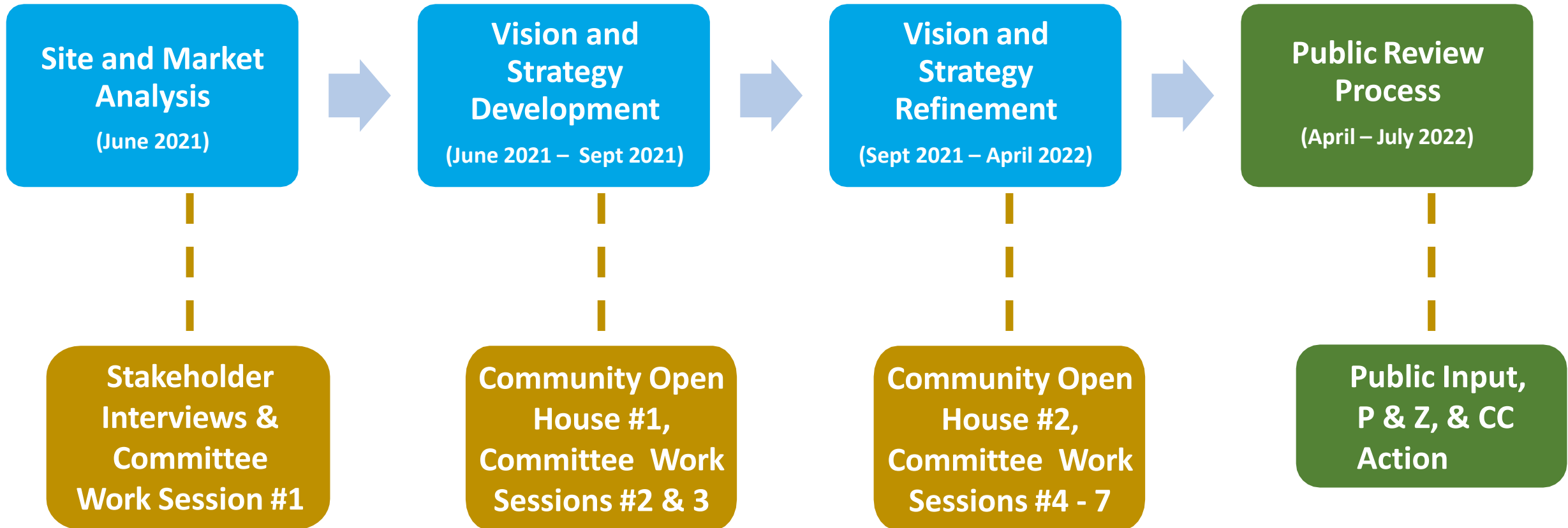


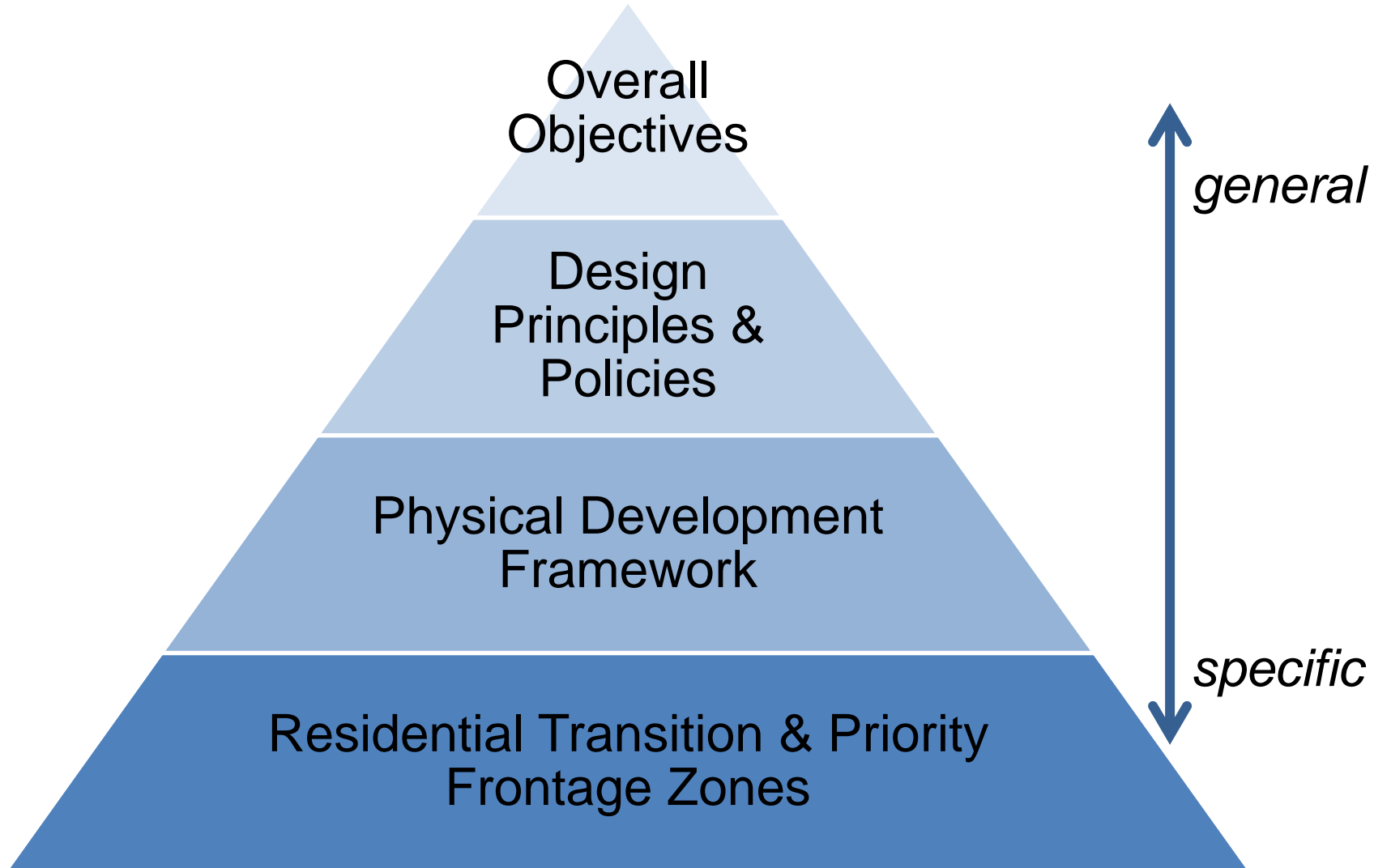
Sam's Club Special Area Study - 2021

- **Advisory Committee Composition**
 - 14 - Neighborhood Representatives (2 P & Z Commissioners)
 - 3 - Study Area Property Owners
- **Expanded Study Area**
 - ±79 acres, and 15 unique property owners
- **Advisory Committee Duties**
 - Complete the study of this defined area by:
 - Analyzing site and market data presented by the project team
 - Serving as a sounding board and voice for residents and business owners located within and adjacent to the study area
 - Calibrating staff recommendations to best align with and balance community feedback and anticipated market needs for the study area



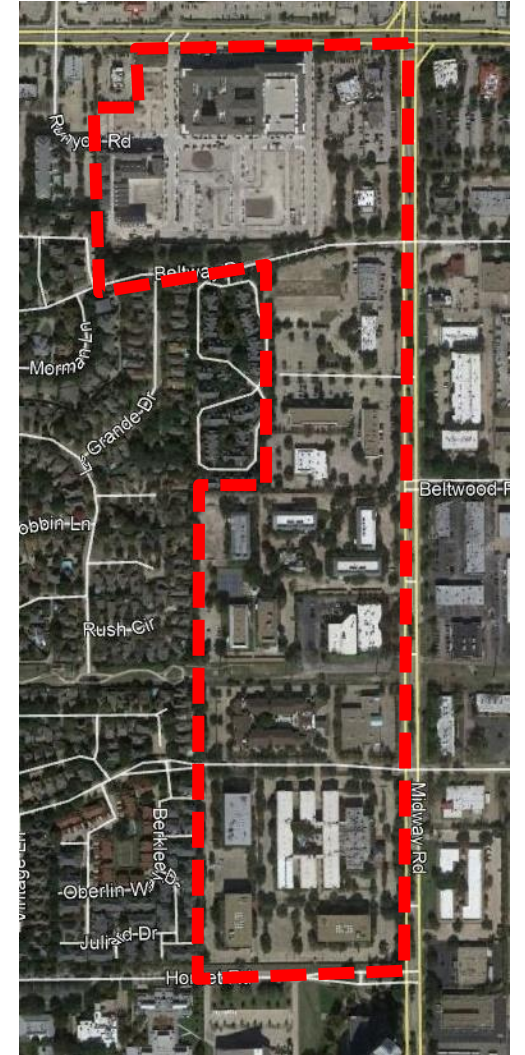
Sam's Club Study Visioning Process





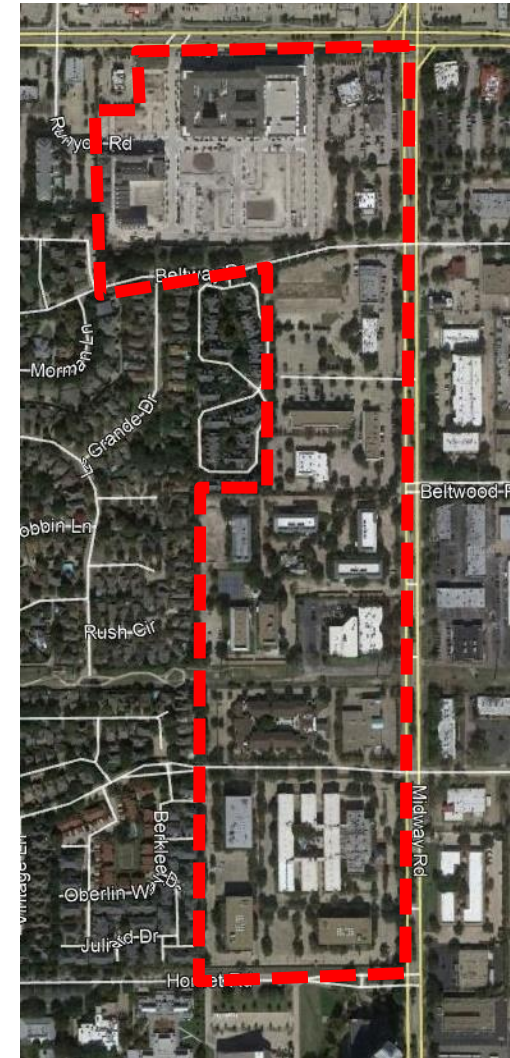
Overall Objectives

- Strengthen the area as a distinctive Addison destination
- Support new development that respects surrounding neighborhoods
- Include useable public green space throughout the area
- Provide opportunities that complement the options available in Addison now
- Build in flexibility to allow for phased reinvestment and to accommodate current and future market conditions



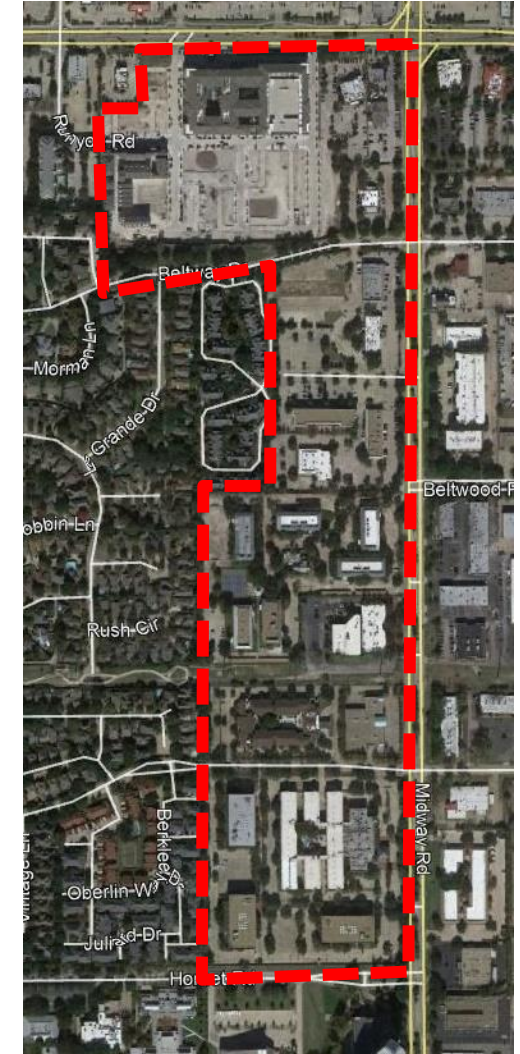
Design Principals

- Create a network of connected trails and open spaces
- Make vehicular connections where they add benefit but not where they cause concern
- Allow building heights and uses that respect the existing neighborhoods and recognize market potential
- Maximize flexibility for buildings fronting on Midway Road to elevate this corridor as a prominent gateway to Addison
- Accommodate lifecycle housing options for a broad range of household types and leverage any investment in housing to serve as a catalyst for broader reinvestment



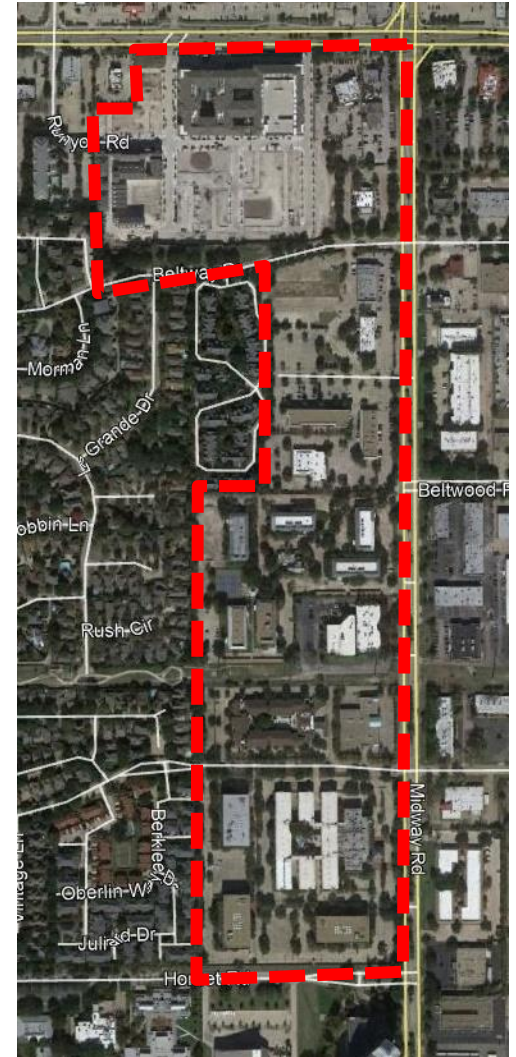
Policies – Development Form, Land Use, and Housing Mix

- Pedestrian scale blocks, public spaces and streetscapes as focal points, active building frontages
- Varied use and density to support efficient use of land and economic resiliency
- Medium density, horizontal mixed use development pattern
- Carefully consider new housing proposals – maintain a mixed use environment
- Where housing is considered, prioritize Missing Middle housing, neighborhood compatibility and economic spillover benefits are major considerations for multiunit housing



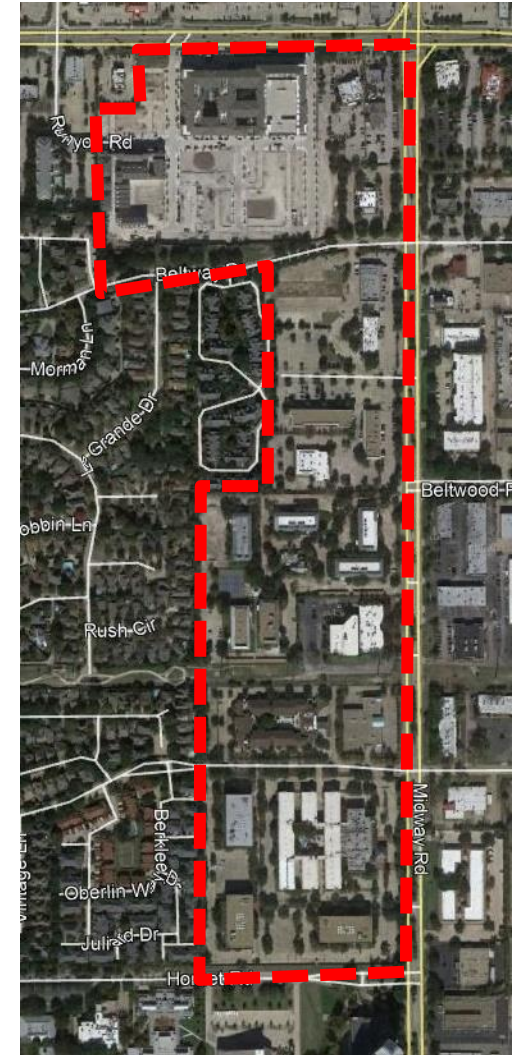
Policies – Neighborhood Compatibility

- Implementation should not discourage continued operation of self sustaining, existing businesses
- Western edge of study area treated as a Residential Transition Zone and trail corridor
- Preservation and landscape supplementation of existing trees at residential transition areas to create a green buffer



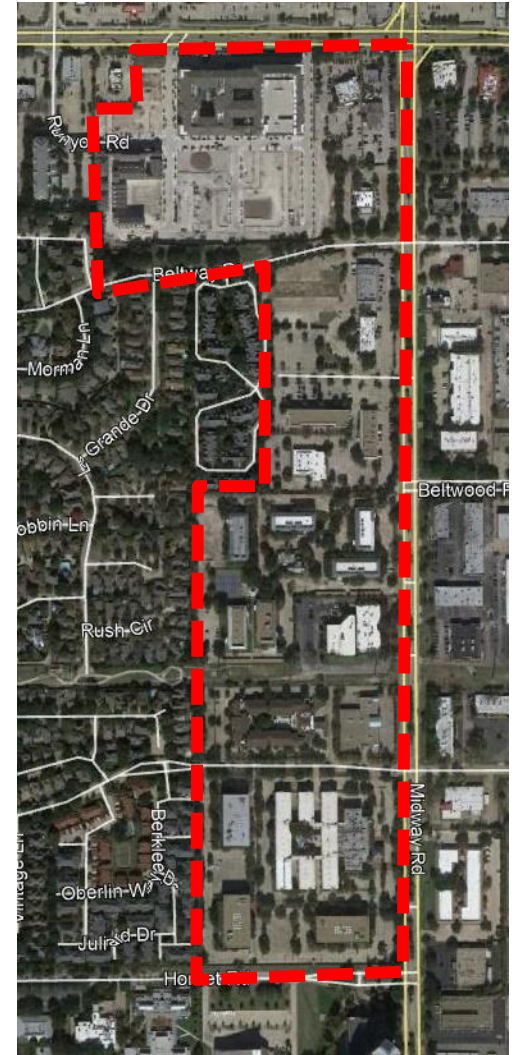
Policies – Mobility and Connectivity

- Walkable, pedestrian-friendly street network that calms traffic
- Block patterns that limit cut-through traffic
- Pedestrian zones defined by street trees, planting strips, wide sidewalks, and on-street parking
- Efficient driveway allocation on Midway, slip lane parking at Priority Frontage Zone
- No new vehicle connections between Addison Grove and Beltway Drive or Midway Road



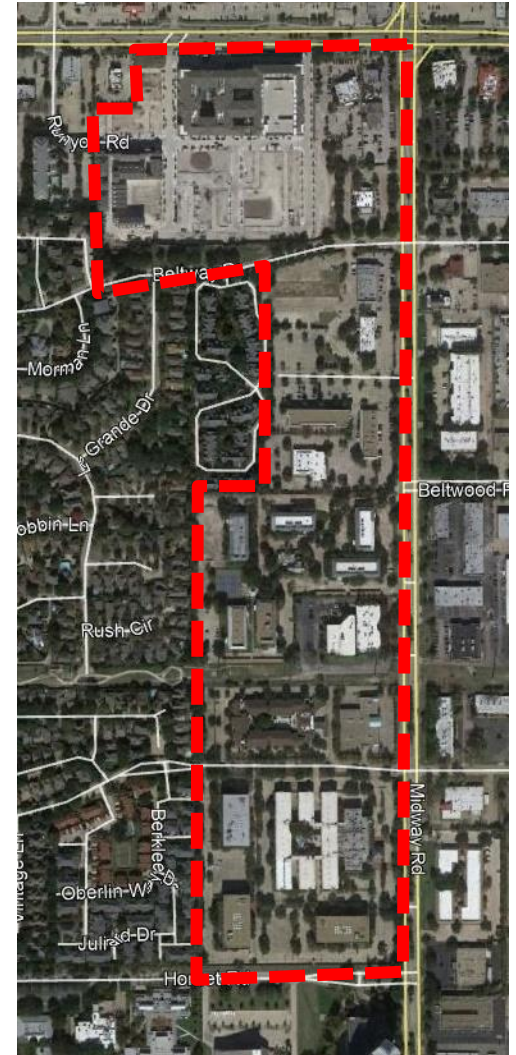
Policies – Trails and Open Space

- Passive and active open space programmed to support future reuse and redevelopment
- Provide trail and sidewalk connectivity throughout study area
- Connect new trails to the Redding and Midway Trails
- Facilitate “Trail-Oriented” development adjacent to Residential Transition Zone



Policies - Placemaking

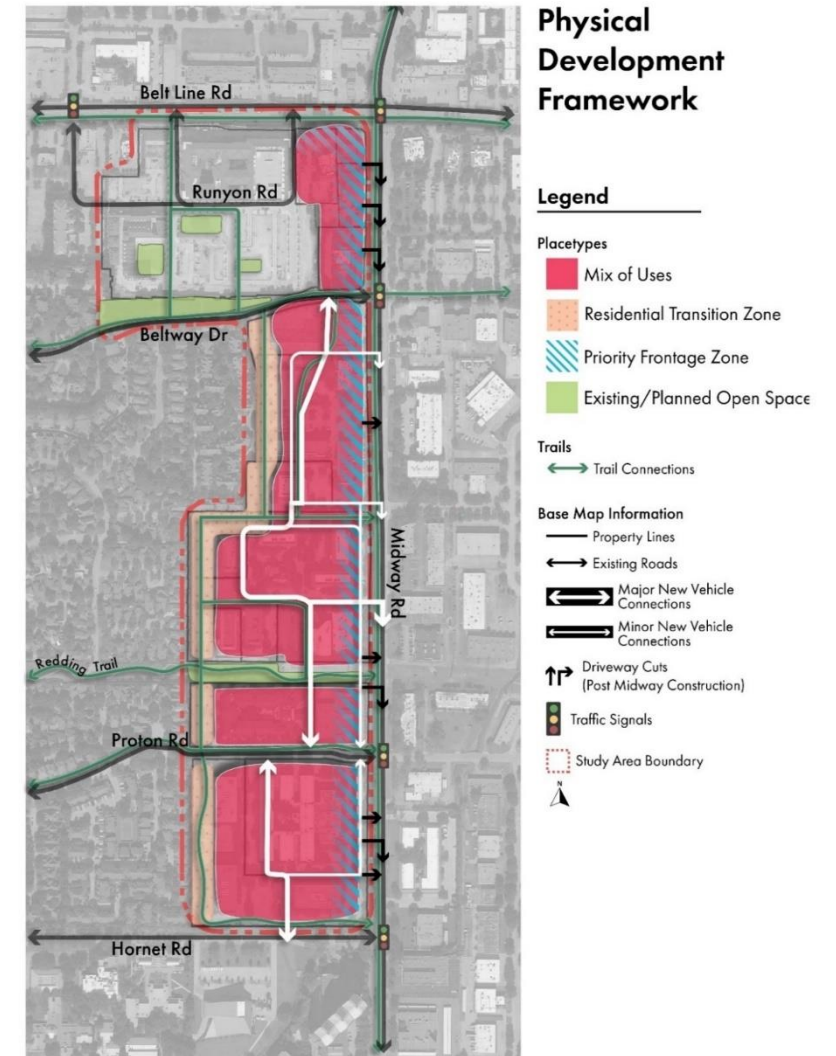
- **Priority Frontage Zone at Midway and Belt Line frontages**
- **Appealing, active streetscape**
- **Nonresidential ground floor use in residential mixed-use buildings at priority frontage zone**
- **Preserve trees wherever feasible – focal point opportunities**
- **Balanced parking treatment – provide convenience, but do not overwhelm the public realm**



Physical Development Framework Map

ADDISON

- Guides redevelopment and reuse over time, bringing order to fragmented ownership pattern
- Flexible, market supported mix of uses that addresses current / future demand
- Residential Transition and Priority Frontage Zones
- New trail connections and neighborhood serving open space
- Interconnected street grid that discourages cut through traffic and directs traffic to highest capacity roadways



Mix of Uses – Employment and Service Uses

- Provides work space for large employers or small businesses
- Single or multi-tenant buildings
- Can occupy space in freestanding, single-use buildings or in mixed use buildings
- Best situated at corridor frontages to take advantage of permitted scale and accessibility



Mix of Uses – Restaurant and Retail Uses

ADDISON

- Located in small, freestanding buildings or at the ground floor of vertical mixed use buildings
- Single or multi-tenant buildings
- Most likely neighborhood serving, but may include destination/anchor tenants
- Best situated at highly visible/accessible corridor frontages



Mix of Uses – Social Amenities

ADDISON



Mix of Uses – Missing Middle Housing

- **Low and medium density housing types**
 - Townhomes, Duplex
 - Small lot attached homes
 - Triplex, Fourplex, Cottage courts, Live/Work
- **Primarily single-family (ownership and rental)**
- **Close proximity to open space and trails**
- **Engaging, pedestrian-friendly frontages such as porches, stoops, and patios**
- **Best utilized as transitional uses adjacent to existing neighborhoods**



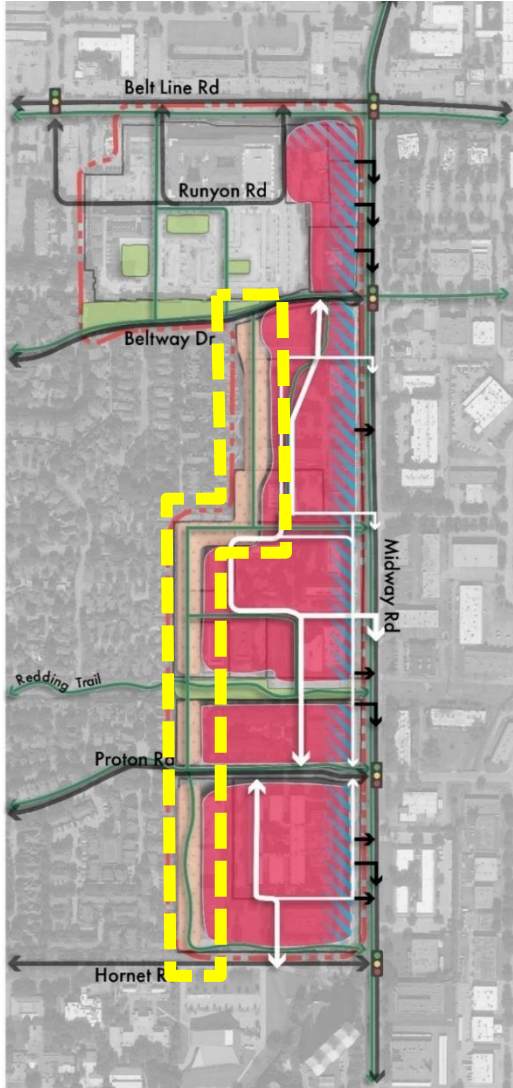
Mix of Uses – Multiunit Housing

- **Medium to high density housing types**
 - Apartments and Condos
 - Independent and Assisted Living
- **Frontage on Midway Road**
- **Activated uses on ground floor, Midway Road frontages**
 - Retail, restaurants, and services
 - Amenity and co-working
- **Access to open space trails, buffered from less intensive uses**

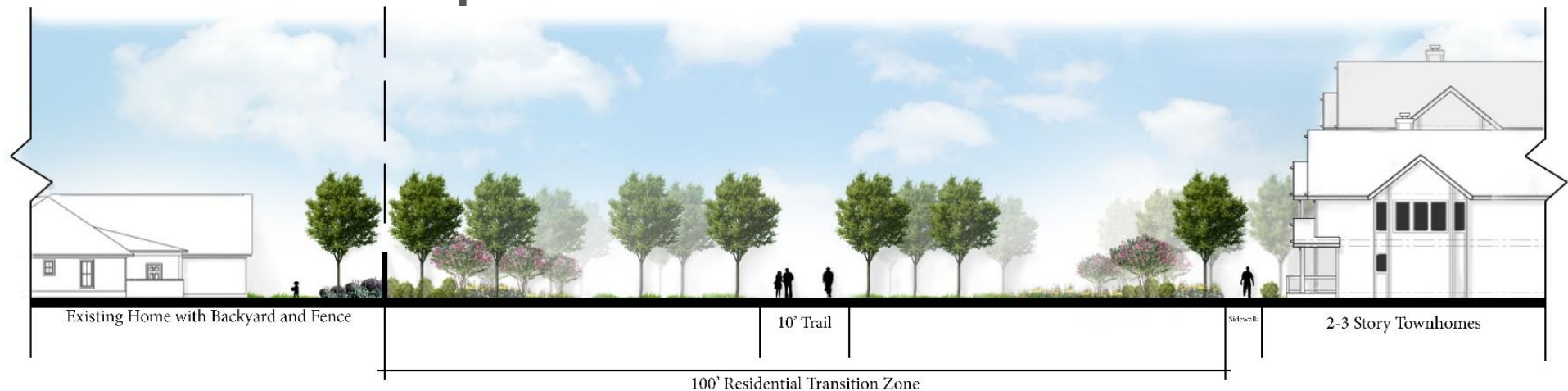


Residential Transition Zone

ADDISON



- 100 feet in width (where feasible) at the western edge of study area
- Park Master Plan 10-foot public trail, landscape, public art, and other pedestrian amenities
- Publicly accessible and maintained, activated, safe – Trail-oriented Development



Priority Frontage Zone

- Building frontages oriented to Belt Line and Midway frontages
- Buildings of greater scale encouraged to support more prominent design and buffering/noise mitigation
- Articulated building design to support ground floor shop front character
- Convenient access, balanced treatment of parking
- Safe for pedestrians



- Publish Draft Report – May 2022
- P & Z consideration – May / June 2022
- City Council consideration – June / July 2022
- If approved, retire the “Sam’s Club” name and rebrand as the “South Midway” area



Questions?

Advisory Committee Intent

The Special Area Study Advisory Committee worked for many months to shape a recommended vision and development policy that Town leadership can use to evaluate future development proposals and to prioritize infrastructure and amenity investments for this area. It is the committee's strong desire that Council set policy direction that preserves the integrity, privacy and safety of the nearby residential neighborhoods and encourages compatible land uses in the area. Due to the long-term nature of the proposed vision and the unique conditions that each property within the study may present as it develops/redevelops, Town leadership may be required to balance competing goals. When competing goals/priorities are being considered, it is the intent of this committee that Town leadership's priority be to preserve the integrity of the existing residential neighborhoods.

Strategic Direction Overview

The Strategic Direction for this Special Area Study communicates the Town's vision for the future of this area to property owners, residents, future developers, and other interested stakeholders. This strategic planning framework is comprised of **design principles**, **policies**, and **illustrative graphics** tailored to achieve the **overall objectives** provided below. Town leadership will utilize this framework to promote the highest quality reinvestment that also respects adjacent neighborhoods. This framework will consider and balance near-, mid-, and long-term needs over a 30-year planning horizon and should accommodate the flexibility needed to achieve the highest and best use of the land as market conditions evolve.

Overall Objectives

Future development, reuse, and redevelopment in the Sam's Club Special Study Area should help the Town achieve these overall objectives for the area's future:

1. Strengthen the area as a distinctive Addison destination.
2. Support new development with uses, character, buffering, and social amenities that respect surrounding neighborhoods.
3. Include useable public green space throughout the area and in each major phase of reinvestment.
4. Provide opportunities for uses, development patterns, and pedestrian connections that complement the options available in Addison now.
5. Build in flexibility to allow for phased reinvestment and to accommodate current and future market conditions.

Design Principles, Form and Character Policies

These design principles and underlying form and character policies should guide decisions related to new development, redevelopment or the reuse of existing buildings, design of the public realm, and the public investments that support the desired future character of the Study Area. These policies are particularly important to Town oversight of rezoning requests related to private development activity in the Study area.

Design Principles

These principles shape a design concept that achieves the overall objectives through future reinvestment in this area:

1. Create a network of **connected trails and open spaces** and orient development to engage and activate public open space destinations.

2. Make **vehicular connections** where they add benefit but not where they cause concern.
3. Allow **building heights and uses** that respect the existing neighborhoods and recognize market potential.
4. Maximize **flexibility** for buildings fronting on Midway Road in order to allow uses and building form that elevate this corridor as a prominent gateway to Addison.
5. Accommodate **lifecycle housing options** for a broad range of household types and leverage any investment in housing to serve as a catalyst for broader reinvestment in the Study Area.

Form and Character Policies

Development Form, Land Use, and Housing Mix

1. Redevelopment areas should be organized with a focus on pedestrian-scale blocks and walkability. Streets, trail corridors, parks, and civic spaces should serve as neighborhood focal points and should be engaged as much as possible by active building frontages such as porches, patios, and balconies.
2. Future development patterns should accommodate projects of varied density and uses in order to achieve more efficient use of the land and to support an economically resilient mix of land uses.
3. Implementation should establish a medium density, horizontal mixed-use development pattern that is compatible with surrounding lower density residential neighborhoods, and that is differentiated from large scale urban centers such as Addison Circle and Vitruvian Park.
4. The inclusion of additional housing in the Study Area should be carefully considered in order to maintain opportunities for the employment, service, retail, restaurant, and entertainment uses that are also needed components of a true mixed-use environment. Policy implementation should consider and protect future demand for these uses.
5. Where housing is accommodated, Missing Middle Housing Types such as small lot detached homes, duplexes, townhomes, cottage courts, triplexes, fourplexes, and live/work units should be prioritized.
6. Where higher density housing options are considered, neighborhood compatibility must be achieved, and the project should serve as an economic catalyst for the overall redevelopment needs of the Study Area. Emerging trends in condo development should be closely monitored for applicability to the Study Area and the Town should examine opportunities to mitigate any existing barriers to that model of home ownership.

Neighborhood Compatibility

1. Implementation should not discourage the continued operation of existing businesses that are self-sustaining. Where market conditions necessitate adaptive reuse or incremental redevelopment, staff and city leadership should work with development teams to achieve high quality outcomes that best meet the intent of this study.
2. The western edge of the Study Area should serve as a residential transition zone to protect the privacy of adjacent neighborhoods. A defined open space area/trail corridor should be established at this boundary as a buffer, in accordance with the **Residential Transition Zone Exhibit**. As redevelopment occurs, a multi-use trail should be constructed in accordance with the

recommendations of this Study and the Town's Trail Master Plan, and new development should positively engage and be located outside of the transition zone.

3. Existing mature trees along the edges of existing residential neighborhoods should be maintained and supplemented to create a continuous green buffer.

Mobility and Connectivity

1. Streets throughout the new development/redevelopment areas should be designed as walkable, pedestrian-friendly streets with design features that provide traffic calming and encourage slow vehicular movement. Pedestrian paths such as sidewalks or trails should be buffered from vehicle traffic by street tree plantings in the parkway, and on-street parking, where feasible.
2. Driveway spacing along Midway Road should support convenient and safe vehicle movement within the Study Area and surrounding areas.
3. As parcels redevelop along Midway Road, consolidation of driveway access to Midway Road may be allowed or required by the Town. Slip lanes should provide parking (either head-in, angle, or parallel) to support ground floor commercial uses at the Midway Road **Priority Frontage Zone**.
4. To maintain compatible conditions with nearby residential neighborhoods in the Beltway Drive corridor, new vehicular connections shall not be allowed between Addison Grove and the parcels fronting Midway Road, or between Addison Grove and Beltway Drive.

Note: A consensus of the committee felt strongly, in keeping with the intent of a previous Council decision related to limiting the connection between the Addison Grove development and Beltway Drive for only Public Safety purposes, that the Council should memorialize a policy statement that limits the ability to connect the Addison Grove development to Beltway Drive. It is the committee's strong desire that Council set policy direction that preserves the integrity, privacy, and safety of the nearby residential neighborhoods.

5. Vehicular connectivity between the parcels south of Beltway should be required where such connections are beneficial to the overall design of the area. When new street connections are introduced, the block patterns should be designed to limit cut-through traffic from the southern parcels to Beltway Drive.

Trails and Open Spaces

1. Future development/redevelopment areas should provide new open spaces programmed with a range of active and passive recreation activities.
2. The new open spaces should be accessible to residents and business patrons of the new developments through walkable and bikeable connections within the developments.
3. The new open spaces should also be accessible to existing residents of surrounding neighborhoods through walkable and bikeable connections along existing thoroughfares and existing connections to the Redding Trail.
4. "Trail-oriented" development should be facilitated by providing connectivity between and focusing building frontages towards the **Residential Transition Zone** and the Midway Road multiuse trails.

Placemaking

1. Flexible treatment of development form and function at the **Priority Frontage Zone** (Midway and Belt Line Road frontages) should be considered in future development/redevelopment plans. Site and building design should treat this area as a gateway and should carefully consider the design needs of successful retail, dining, and social spaces.
2. Ground floor uses should be activated with wide sidewalks accommodating amenity areas that support the adjacent ground floor use (i.e., outdoor dining areas for restaurants, sidewalks for commercial shopfronts or live/work units or landscaped areas for residential uses).
3. Residential mixed-use buildings should have commercial uses such as office, co-working space, restaurants, and retail on the ground floor of building frontages at the **Priority Frontage Zone** and at other frontages where the condition is market supported. "Retail Ready" treatments are not preferred.
4. New development should preserve existing mature trees as development focal points as much as possible, and should fully mitigate trees lost due to challenging redevelopment conditions.
5. Parking should be oriented to balance business access needs and to mitigate the aesthetic impact of accommodating required parking supply. With the exception of slip lanes and on-street parking, parking should be screened by buildings and landscape treatments. Shared parking should be evaluated to reduce unneeded parking supply.
6. Public art and elevated landscape design treatment should be utilized to create focal points within the Study Area.

Physical Development Framework Map

The Physical Development Framework Map establishes parameters for how new development will interact with the surrounding area, while allowing for a mix of uses and flexibility to respond to changing market conditions. With fragmented property ownership and varying redevelopment timelines, this physical planning framework will help shape a cohesive development pattern as this area evolves.



Framework Map Components – Mix of Uses

This study envisions a future development pattern that comprises a horizontal mix of uses where buildings supporting employment, retail, dining/entertainment, services, and a range of housing options are cohesively integrated and connected by a pedestrian friendly network of streets, trails, civic and open spaces. The envisioned **Mix of Uses** includes:

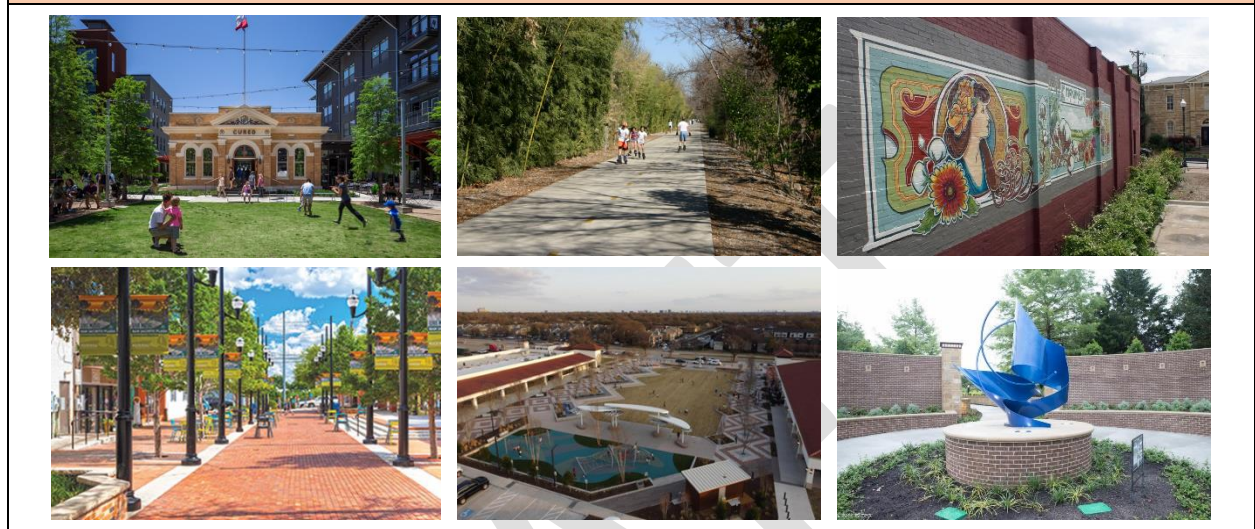
Employment and Service Uses		
<i>Building Form and Orientation</i>		
	Employment and service uses can be accommodated in single- or multi-tenant buildings providing workspace for large employers and small businesses. These uses may be located in single-use, freestanding buildings or within a portion of a vertical mixed use building. These buildings are generally larger in scale and are best situated at corridor frontages.	
	<i>Streetscape</i>	<i>Parking</i>
	Buildings engaging the street or slip lanes, wide sidewalks, street trees, patios	Parking structure, on-street parking, slip lanes, ride share, surface parking lots

Restaurant and Retail Uses		
<i>Building Form and Orientation</i>		
	Restaurant and retail uses can be accommodated in small, freestanding buildings or on the ground floor of vertical mixed use buildings. These buildings may be single or multi-tenant, and are most likely to serve residents of surrounding neighborhoods, but may include anchor/destination tenants that capture more demand, such as a specialty grocer or a prominent dining option. These uses are best situated at highly visible/accessible corridor frontages.	
	<i>Streetscape</i>	<i>Parking</i>
	Buildings engaging the street, a slip lane or surface parking lot, wide sidewalks, street trees, patios, sidewalk cafes	Surface lots, slip lanes, valet and ride share, shared parking structure

Social Amenities

Social amenities include public and private parks and open space, trails, recreation amenities, civic spaces, murals, and public art. These amenities are best located at central gathering areas and at neighborhood transitions areas.

Form and Orientation



Missing Middle Housing



Building Form and Orientation



Missing Middle Housing includes a variety of different low and medium density housing types that are primarily single-family (ownership and rental). Housing options include townhomes, small lot detached homes, duplexes, triplexes, fourplexes, cottage courts, and live/work units. Close proximity to small communal open spaces and fronting buildings with stoops, porches, and patios on public streets and open spaces are critical design considerations. These housing options are best utilized adjacent to neighborhood transition areas.



Streetscape	Parking
Buildings with porches or stoops and small yards at the street or fronting open space, wide sidewalks, street trees	Individual garages, on-street visitor parking, common surface parking

Multiunit Housing		
<i>Building Form and Orientation</i>		
	<p>Multiunit housing includes a variety of medium to high density housing types such as apartments, condominiums, independent and assisted living facilities. These larger building types should front on major corridors, with active uses (retail, restaurants, services, co-working, and/or amenity areas) on the ground floor of the primary building frontage. These buildings should have access to open space and trails and should be buffered from less intensive uses.</p>	
	<i>Streetscape</i>	<i>Parking</i>
	<p>Buildings with patios/small courtyards at the street, wide sidewalks, street trees</p>	<p>Parking structure, on-street, slip lanes, Individual garages</p>

DRAFT

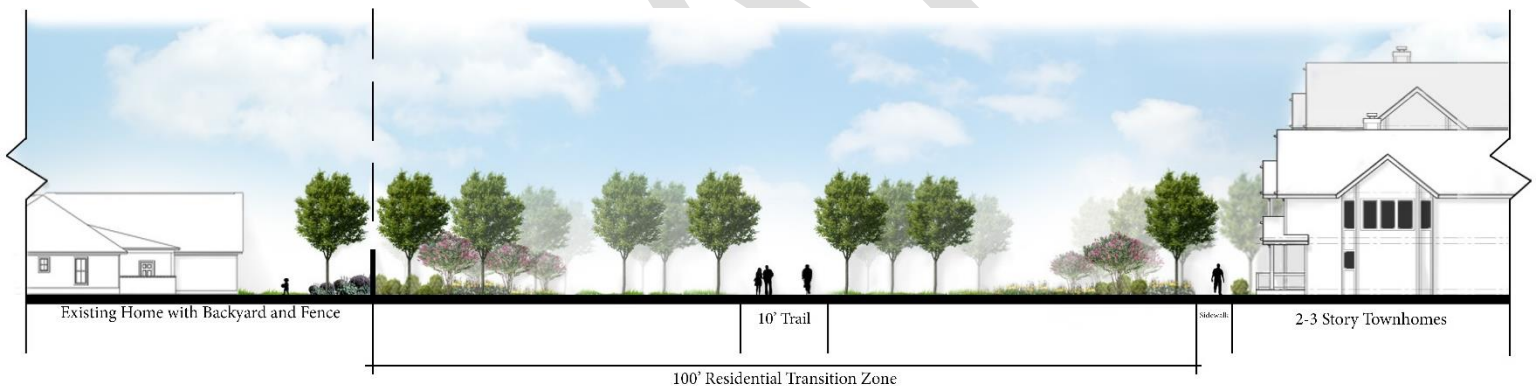
Framework Map Components – Residential Transition Zone

As new development and redevelopment occurs at the western edge of the study area, it is anticipated that this may result in changes in use and development density. To achieve this, property owners and developers would likely need to seek approval from the Town for new zoning entitlements.

Where these rezoning requests are made, the Town should seek to establish a **Residential Transition Zone** at the western edge of the study area. Desired design and operational characteristics of this zone include:

1. 100 feet in width measured from the western boundary of the Study Area.
2. Dedicated to or acquired by the Town to support consistent maintenance practices.
3. Publicly accessible.
4. Serves as a trail corridor, with a 10' multiuse trail constructed as new development occurs.
5. Amenitized with landscaping, shade trees, public art, recreation features, and other unique design treatments.

New development adjacent to the **Residential Transition Zone** should orient toward and activate that area, creating a sense of safety and comfort for pedestrians throughout the day and early evening. Building scale and design in this area should be compatible with neighborhoods adjacent to the Study Area.



This feature is a strategically critical element of this plan, as it is utilized to preserve the integrity, privacy, and safety of adjacent neighborhoods, while also meeting the placemaking and recreation needs of this area. Where existing and/or proposed site conditions merit consideration of alternative design treatments, Town leadership will carefully evaluate such requests to ensure that the underlying intent of this policy is met, and that allowance of any such deviation will result in development outcomes that best meet the overall intent of this study.

Framework Map Components – Priority Frontage Zone

As new development and redevelopment occurs in the Study Area, treatment of properties fronting Midway Road and Belt Line Road should be carefully considered, as those frontages are critical gateways to Addison and are the areas best suited for employment, retail, and services uses, as well as buildings that are more prominently scaled.

When development proposals are considered for this **Priority Frontage Zone**, the following elements should be carefully considered in the design of these sites:

1. Buildings should front towards the major roadway and should feature prominent façade design elements to create an inviting presence along these corridors. Taller, multistory buildings should be encouraged at these frontages.
2. The ground floor of buildings should be appropriately scaled and articulated to create a shopfront façade for retail, restaurant, and services uses. Key considerations include ground floor ceiling height, signage, glazing, and landscape treatments that compliment, but do not overwhelm.
3. A single slip lane of head-in or angled parking should be provided between the building and the street where retail, restaurant, or service uses are planned for current conditions or future retrofit.
4. Appropriate access should be provided for building services and deliveries, and buildings should be designed to allow for flexible use, addressing issues such as the provision of grease traps, building ventilation systems, and any other potential retrofit needs.
5. Safe and inviting pedestrian connections should be extended from the Priority Frontage Zone to the interior of the Study Area and the surrounding pedestrian network, to allow for convenient pedestrian access to this area.



Shops of Legacy, Plano, Texas



Lakeside DFW, Flower Mound, Texas

Council Meeting

2.

Meeting Date: 04/26/2022

Department: Airport

Pillars: Excellence in Transportation Systems

Milestones: Leverage the new Customs facility to promote international travel use of the Airport
Leverage the use of the Airport to maximize business growth and expansion

AGENDA CAPTION:

Present and Discuss the **Airport Quarterly Report for the Fiscal Year 2022 Second Quarter Ended March 31, 2022.**

BACKGROUND:

The purpose of this item is to provide City Council with an overview of key Airport performance measures for the second quarter of Fiscal Year 2022, which ended on March 31, 2022. The report presents data on revenue, fuel flowage, and aircraft operations (take-offs and landings) including international operations. The report also includes a snapshot of the Airport's real estate portfolio.

Highlights from the second quarter include:

- Aircraft operations continue to show a strong trend of recovery from the pandemic.
- Addison is benefiting from the closure of Runway 13R/31L at Dallas Love Field, which began April 27, 2021 and is now expected to continue at least until the end of June 2022. Congestion resulting from Love Field being reduced to a single-runway operation has encouraged a significant volume of business aviation traffic to select Addison as an alternative. This development has positively impacted Addison's IFR operations, Jet-A fuel flowage volume, and international traffic.
- Instrument Flight Rules (IFR) operations, which are a good marker for jet and turbo-prop operations, continued to show unusual strength.
- Fuel flowage volumes continued to set records in the second quarter of Fiscal Year 2022. Halfway through the fiscal year, total fuel volume stands at 5,123,876 gallons (93.7% of which is Jet-A). The record highest annual total fuel volume for the airport was Fiscal Year 2002, which tallied 8,912,933 gallons.
- U.S. Customs & Border Protection (CBP) commenced operations from the new facility on February 14, 2022. From February 14 through February 28, CBP cleared 40 international flight arrivals. In March, CBP cleared 92 arrivals, the highest monthly total on record. Halfway through the fiscal year,

CBP has cleared 386 arrivals, a figure which rivals the annual average (of 410 arrivals) from Fiscal Years 2016 through 2019.

- The Galaxy FBO project continues to struggle with construction delays and is now expected to open in July 2022. When Galaxy FBO opens, it will add more than 100,000 square feet of much-needed hangar capacity at Addison. Per lease terms, "Additional Rent" due from Galaxy has been billed (in arrears) commencing December 1, 2021.
- The airport selected Garver to serve as the engineer of record for Airport Improvement Program (AIP) grant funded projects for the next five year period. The first project will be design for the extension of Taxiway Bravo on the west side of the airport.
- The airport closed for 5 days in early April (April 8-12) for a grant-funded project to crack seal and seal coat the runway and Taxiway Alpha. The runway designation officially changed from 15-33 to 16-34 as of March 24, 2022 to account for recent changes in magnetic variation (the magnetic north pole is moving).

RECOMMENDATION:

Information only, no action required.

Attachments

Presentation - Airport Quarterly Update, FY2022 Second Quarter

Addison Airport

2nd Quarter Update – Fiscal Year 2022

April 26, 2022

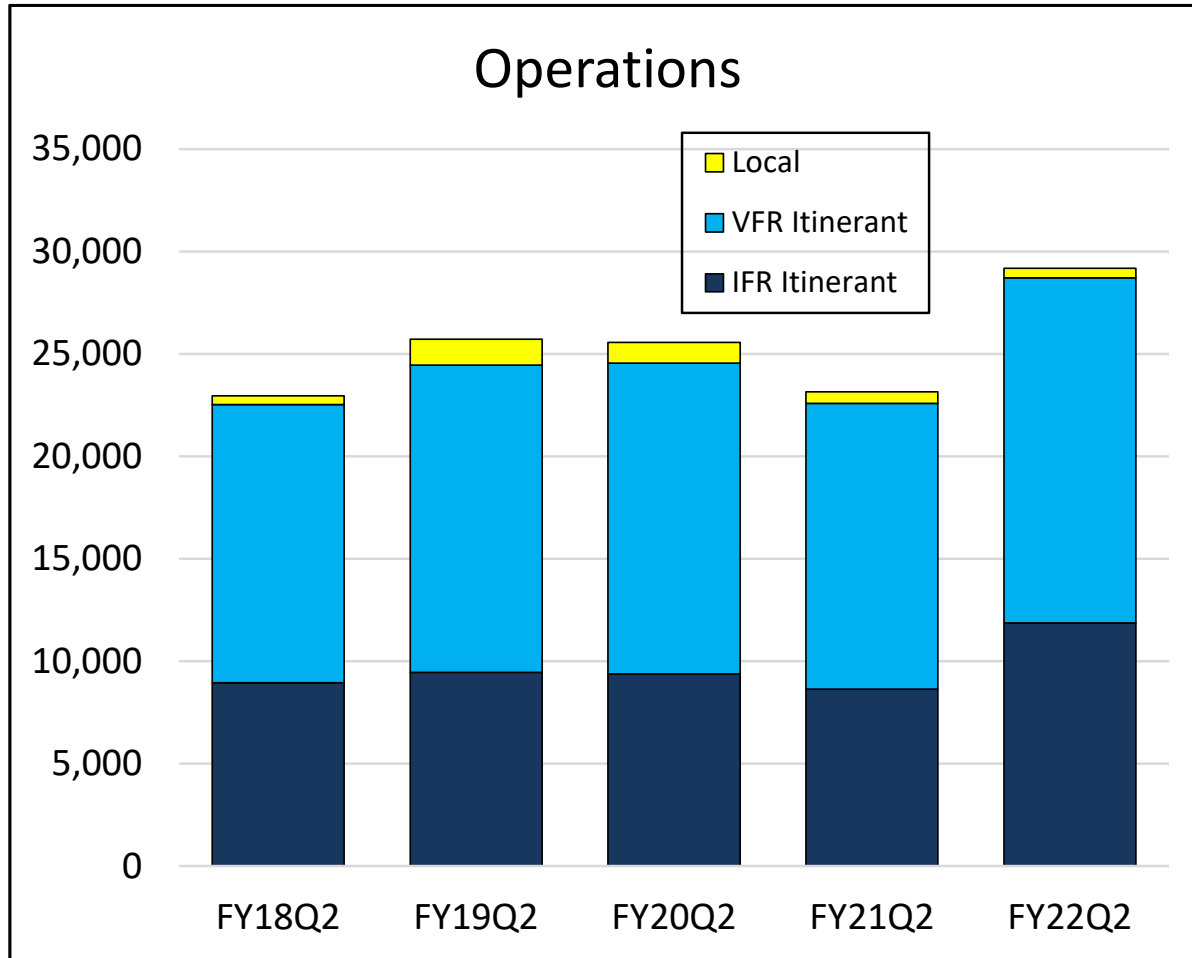
The logo for Addison Airport, featuring the word "ADDISON" in blue capital letters inside a white circle, which is set against a blue background with a white diagonal line.

ADDISON

- **Statistics: FY22 Q2**
 - Aircraft Operations
 - International Operations
 - Fuel Flowage
 - Revenue
 - Real Estate Portfolio
- **Projects and Progress**



FY22 Q2 Statistics – Aircraft Operations



Definitions

- An **Aircraft Operation** is either a takeoff or a landing
- **Local Operations** are typically aircraft remaining in the local traffic pattern
- **Itinerant Operations** are aircraft that arrive from outside the airport area or depart and leave the airport area
- VFR is “**Visual Flight Rules**” (looking out the windows)
- IFR is “**Instrument Flight Rules**” (relying on the flight instruments)

FY22 Q2 Statistics – Aircraft Operations (con't.)

Instrument (IFR) Operations

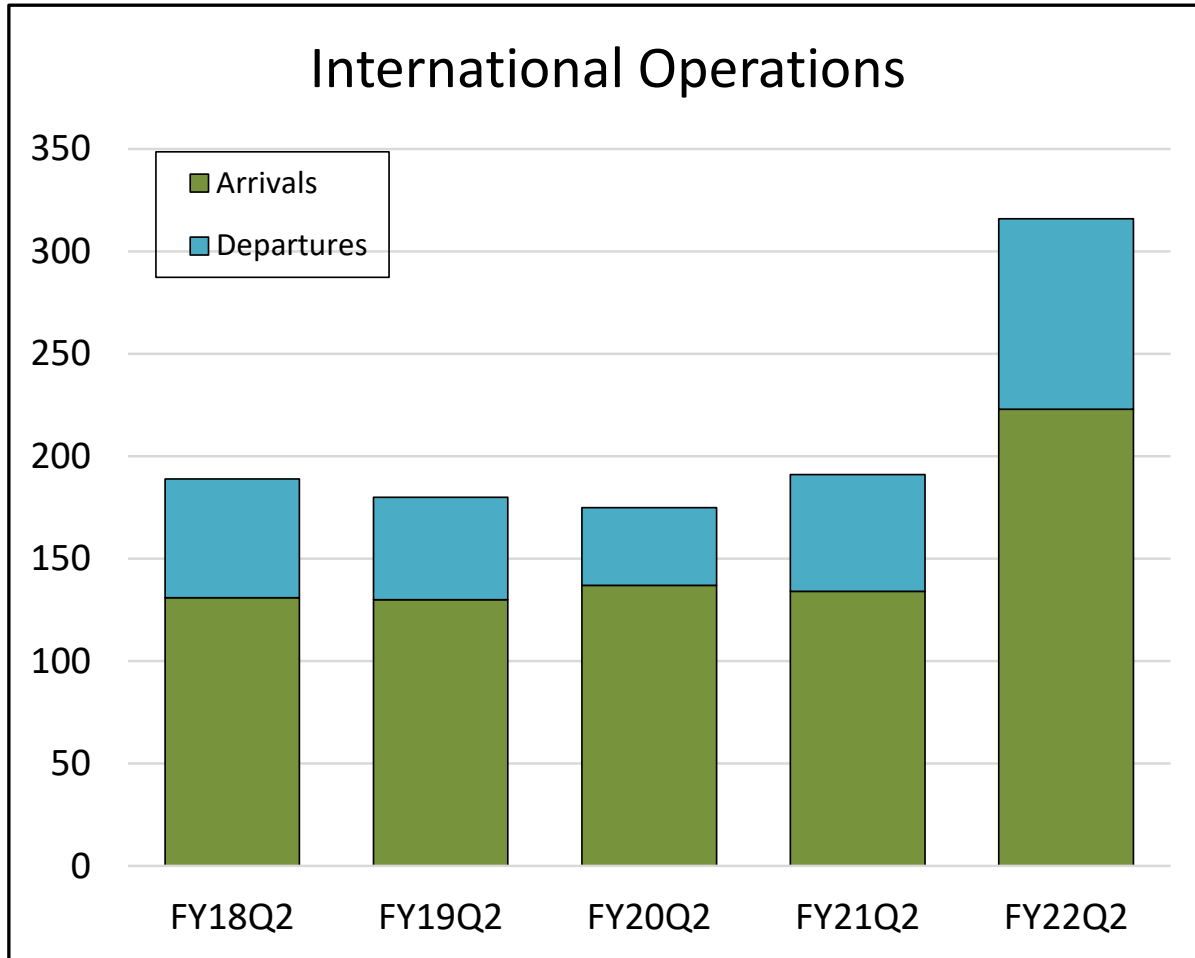
- Up 37.4% over Q2 of FY21
- Up 26.6% over Q2 of FY20

Total Operations

- Up 25.9% over Q2 of FY21
- Up 14.2% from Q2 of FY20

		OPERATIONS			
		IFR Itin	VFR Itin	Local	TOTAL
FY18 Q2	Jan-18	2,911	4,989	214	8,114
	Feb-18	2,737	3,026	103	5,866
	Mar-18	3,301	5,565	102	8,968
TOTAL		8,949	13,580	419	22,948
FY19 Q2	Jan-19	3,176	5,441	476	9,093
	Feb-19	2,964	3,540	370	6,874
	Mar-19	3,314	6,023	411	9,748
TOTAL		9,454	15,004	1,257	25,715
FY20 Q2	Jan-20	3,388	5,097	415	8,900
	Feb-20	3,363	5,866	271	9,500
	Mar-20	2,631	4,210	314	7,155
TOTAL		9,382	15,173	1,000	25,555
FY21 Q2	Jan-21	2,712	5,232	162	8,106
	Feb-21	2,298	3,106	170	5,574
	Mar-21	3,637	5,606	235	9,478
TOTAL		8,647	13,944	567	23,158
FY22 Q2	Jan-22	3,896	5,994	220	10,110
	Feb-22	3,412	4,599	60	8,071
	Mar-22	4,569	6,239	201	11,009
TOTAL		11,877	16,832	481	29,190

FY22 Q2 Statistics – International Operations



International operations are reported monthly to the airport by the CBP Officer assigned to Addison.

Not all aircraft are required to file notice with the CBP Officer at the departure airport for international departures, so the international departure counts provided to Addison by CBP are generally undercounts.

International Arrivals

- Up 66.4% over Q2 FY21
- Up 62.8% over Q2 FY20

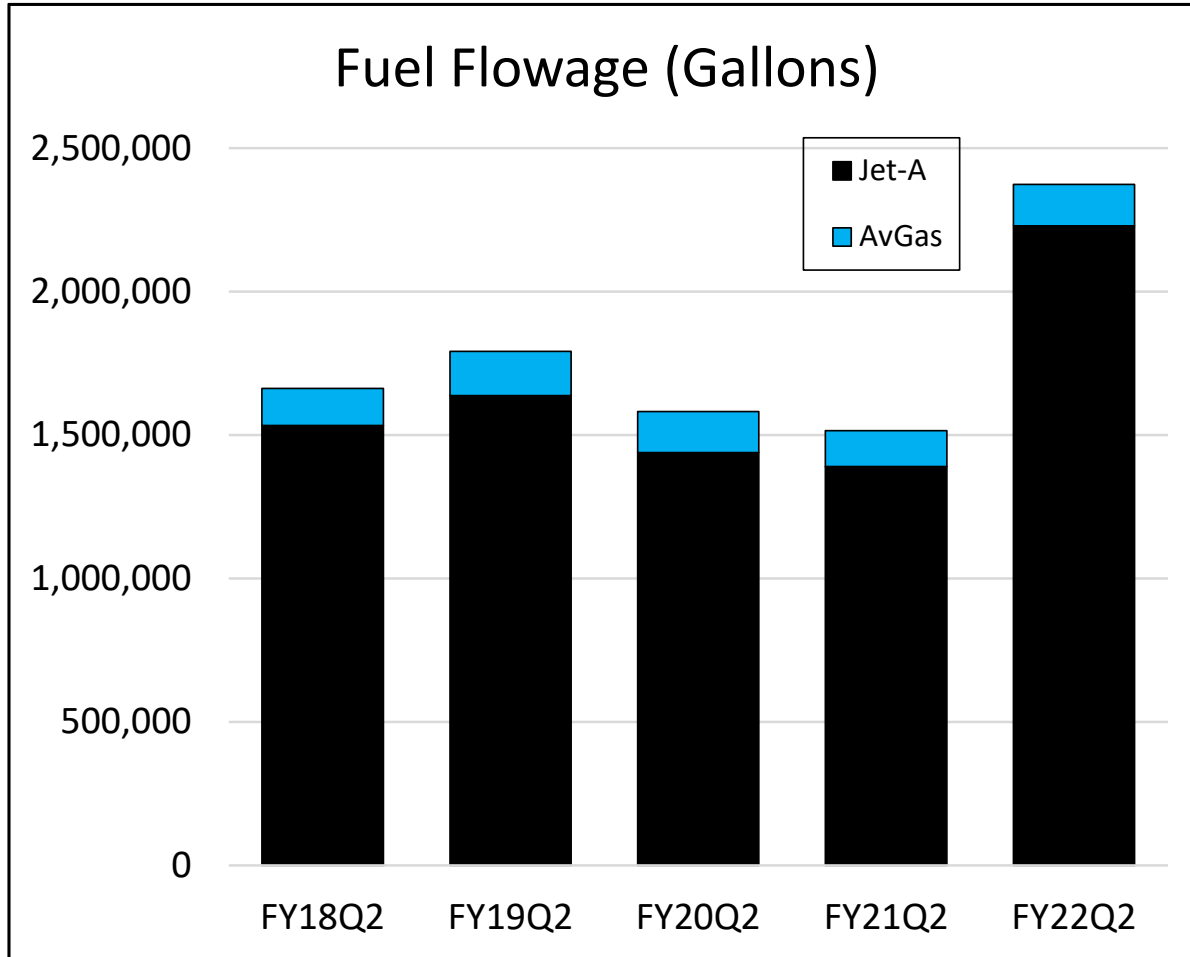
International Departures*

- Up 63.2% over Q2 of FY21
- Up 144.7% from Q2 of FY20

* As noted on the previous slide, international departures are undercounted because certain types of operations are not required to file with CBP at the departure airport (although they are still required to file with CBP).

		International Operations		
		arrivals	departures	TOTAL
FY18 Q2	Jan-18	38	22	60
	Feb-18	37	12	49
	Mar-18	56	24	80
TOTAL		131	58	189
FY19 Q2	Jan-19	39	19	58
	Feb-19	44	14	58
	Mar-19	47	17	64
TOTAL		130	50	180
FY20 Q2	Jan-20	37	7	44
	Feb-20	44	16	60
	Mar-20	56	15	71
TOTAL		137	38	175
FY21 Q2	Jan-21	42	37	79
	Feb-21	29	8	37
	Mar-21	63	12	75
TOTAL		134	57	191
FY22 Q2	Jan-22	57	12	69
	Feb-22	74	30	104
	Mar-22	92	51	143
TOTAL		223	93	316

FY22 Q2 Statistics – Fuel Flowage



Jet-A is the aviation fuel commonly used in the United States for most jet and turbo-prop aircraft.

AvGas – 100 octane Low Lead Aviation Gasoline – is the most widely used aviation fuel for piston-engine aircraft.

The airport collects flowage fees on aviation fuels delivered into the airport's bulk fuel storage facility:

- **FBOs** pay a fuel flowage fee of **\$0.14/gallon** received (for both Jet-A and AvGas).
- **'Non-public'** fuelers pay a fuel flowage fee of **\$0.22/gallon** received.

FY22 Q2 Statistics – Fuel Flowage (con't.)

Jet-A

- Up 60.5% over Q2 FY21
- Up 55.0% over Q2 FY20

AvGas

- Up 14.5% over Q2 FY21
- Up 1.2% over Q2 FY20

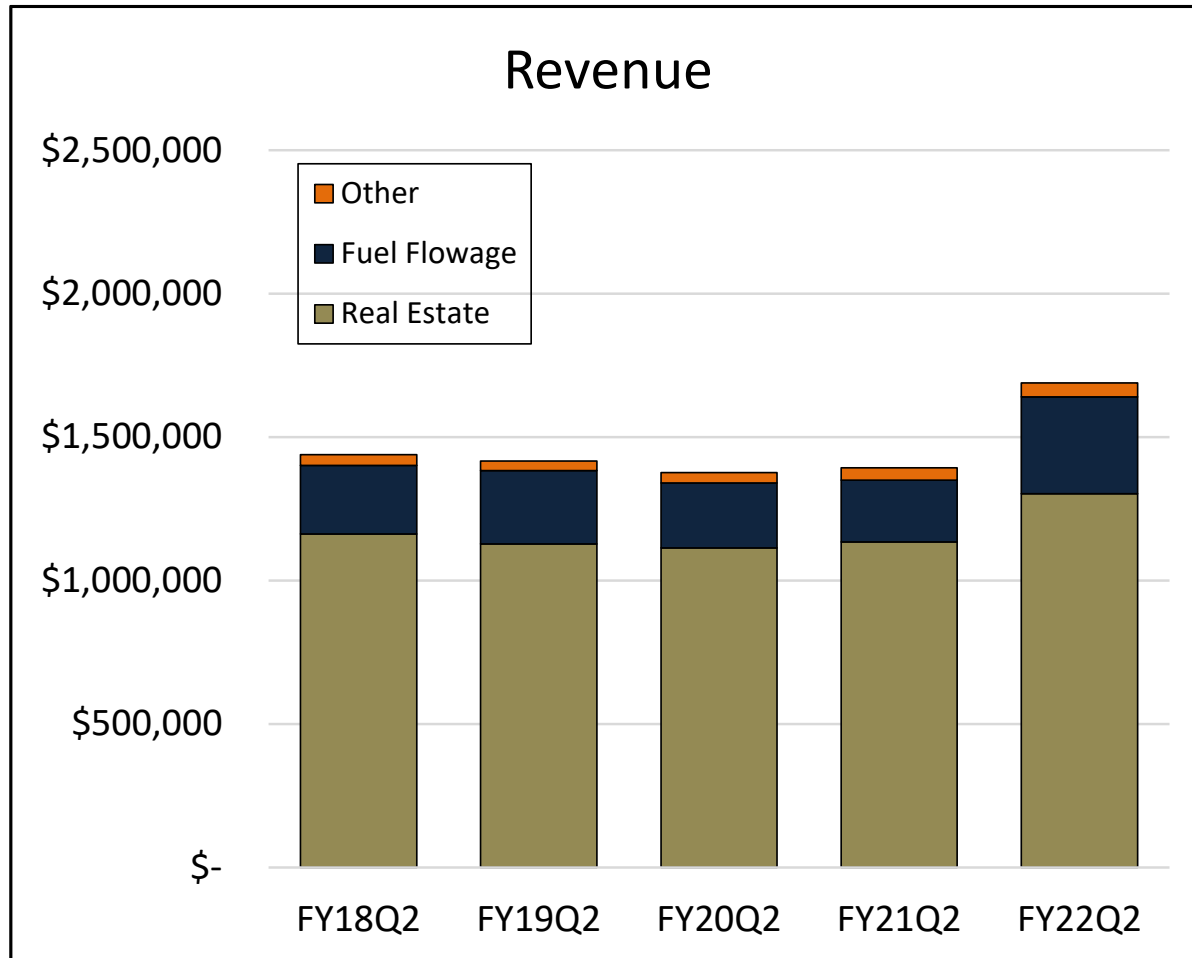
Total Fuel Flowage

- Up 56.6% over Q2 of FY21
- Up 50.1% over Q2 of FY20

		FUEL FLOWAGE (gallons)		
		Jet-A	AvGas	TOTAL
FY18 Q2	Jan-18	493,347	37,726	531,073
	Feb-18	481,758	35,420	517,178
	Mar-18	557,985	56,480	614,465
TOTAL		1,533,090	129,626	1,662,716
FY19 Q2	Jan-19	564,818	48,939	613,757
	Feb-19	483,192	45,447	528,639
	Mar-19	588,995	60,788	649,783
TOTAL		1,637,005	155,174	1,792,179
FY20 Q2	Jan-20	467,518	48,571	516,089
	Feb-20	563,482	54,054	617,536
	Mar-20	407,753	40,230	447,983
TOTAL		1,438,753	142,855	1,581,608
FY21 Q2	Jan-21	410,147	32,875	443,022
	Feb-21	391,524	32,589	424,113
	Mar-21	587,673	60,809	648,482
TOTAL		1,389,344	126,273	1,515,617
FY22 Q2	Jan-22	656,523	61,178	717,701
	Feb-22	711,620	38,372	749,992
	Mar-22	861,224	45,043	906,267
TOTAL		2,229,367	144,593	2,373,960

Note: Runway 13L/31R at DAL closed beginning 4/27/2021; the resulting congestion at DAL has greatly benefitted ADS

FY22 Q2 Statistics – Revenue



Real Estate revenue includes:

- ground leases
- leases of airport-owned commercial hangars
- leases of airport-owned commercial office space and signs
- T-hangar and patio hangar leases
- aircraft tie-down / ramp space
- bulk fuel storage tank leases
- through-the-fence (“TTF”) access permit fees

Fuel Flowage Fee revenue

- \$0.14/gallon for FBOs
- \$0.22/gallon for non-public fuelers
- based on gallons received at the bulk fuel storage facility (the “fuel farm”)

‘Other’ revenue includes:

- U.S. Customs and Regulated Garbage fees
- Utility billing pass-through
- Miscellaneous income

FY22 Q2 Statistics – Revenue (con't.)

Real Estate Revenue

- Up 14.9% over Q2 FY21
- Up 16.9% over Q2 FY20

Fuel Flowage Fees

- Up 56.5% over Q2 of FY21
- Up 48.9% over Q2 of FY20

Total Revenue

- Up 21.3% over Q2 of FY21
- Up 22.7% over Q2 of FY21

		REVENUE			
		Real Estate	FFF	Other	TOTAL
FY18 Q2	Jan-18	\$ 414,943	\$ 75,348	\$ 12,689	\$ 502,980
	Feb-18	\$ 374,077	\$ 74,556	\$ 11,675	\$ 460,308
	Mar-18	\$ 372,683	\$ 88,962	\$ 14,395	\$ 476,039
TOTAL		\$1,161,703	\$238,867	\$ 38,758	\$1,439,328
FY19 Q2	Jan-19	\$ 399,927	\$ 87,907	\$ 7,533	\$ 495,368
	Feb-19	\$ 358,430	\$ 75,622	\$ 15,872	\$ 449,924
	Mar-19	\$ 369,424	\$ 92,291	\$ 9,949	\$ 471,664
TOTAL		\$1,127,781	\$255,820	\$ 33,354	\$1,416,955
FY20 Q2	Jan-20	\$ 403,281	\$ 73,567	\$ 11,408	\$ 488,256
	Feb-20	\$ 355,203	\$ 88,203	\$ 11,896	\$ 455,302
	Mar-20	\$ 355,611	\$ 64,679	\$ 12,477	\$ 432,767
TOTAL		\$1,114,095	\$226,449	\$ 35,781	\$1,376,325
FY21 Q2	Jan-21	\$ 406,799	\$ 62,666	\$ 16,308	\$ 485,772
	Feb-21	\$ 362,545	\$ 60,032	\$ 11,560	\$ 434,136
	Mar-21	\$ 364,948	\$ 92,762	\$ 14,935	\$ 472,645
TOTAL		\$1,134,291	\$215,460	\$ 42,803	\$1,392,554
FY22 Q2	Jan-22	\$ 465,220	\$102,465	\$ 14,951	\$ 582,636
	Feb-22	\$ 415,328	\$106,303	\$ 15,015	\$ 536,646
	Mar-22	\$ 422,284	\$128,512	\$ 19,200	\$ 569,996
TOTAL		\$1,302,832	\$337,280	\$ 49,165	\$1,689,278

FY22 Q2 Statistics – Real Estate Portfolio

Addison Airport Q2 FY To Date 2022

Property Type / Description	Number of Properties	Number of Units	Vacancies	Leased %	Q2 FY To Date 2022 Revenue	% of Total Revenue
Ground Leased						
Ground Leased	32	32	0	100%	\$1,263,496	39%
Total Ground Leased	32	32	0	100%	\$1,263,496	39%
Town / Airport Owned						
Jet/Commercial/Sign	19	67	7	90%	\$567,030	18%
T-Hangar	9	99	0	100%	\$364,218	11%
Patio Hangar	3	47	1	98%	\$85,115	3%
Tie-Downs	1	2	0	100%	\$13,125	0%
Vacant / Unimproved Land	10	10	-	-	\$0	0%
Fuel Farm	1	16	0	100%	\$79,726	2%
Total Town / Airport Owned	43	241	8	97%	\$1,109,215	34%
Airport Real Estate Totals	75	273	8	97%	\$2,372,711	73%
Access Permits	2	16	-	-	\$46,304	1%
Portfolio Total	77	289	8	-	\$2,419,015	75%
Non-Real Estate Revenue					\$814,962	25%
Q2 FY To Date 2022 Revenue Totals					\$3,233,977	100%
Annualized Revenue					\$6,467,955	
Annualized Budgeted Revenue					\$6,328,344	102%

FY22 Q2 Statistics – Real Estate Portfolio

Addison Airport Q2 FY To Date 2022 Economic Occupancy

Property Type / Description	Q2 FY To Date 2022 Budget	Q2 FY To Date 2022 Revenue	Economic Occ. %
Ground Leased			
Ground Leased	\$1,386,216	\$1,263,496	91%
Total Ground Leased	\$1,386,216	\$1,263,496	91%
Town / Airport Owned			
Jet/Commercial/Sign	\$507,886	\$567,030	112%
T-Hangar	\$370,007	\$364,218	98%
Patio Hangar	\$83,049	\$85,115	102%
Tie-Downs	\$0	\$13,125	0%
Vacant / Unimproved Land	\$0	\$0	0%
Fuel Farm	\$98,423	\$79,726	81%
Total Town / Airport Owned	\$1,059,364	\$1,109,215	105%
Airport Real Estate Totals	\$2,445,580	\$2,372,711	97%
Access Permits	\$46,422	\$46,304	0%
Portfolio Total	\$2,492,002	\$2,419,015	97%
Non-Real Estate Revenue	\$672,170	\$814,962	121%
Q2 FY To Date 2022 Revenue Totals	\$3,164,172	\$3,233,977	102%

- Two ground leases reverted to airport control in the second quarter of FY2022, reducing the ground lease count from 34 to 32.
- Jet/Commercial/Sign leases increased from 16 to 19 due to the two ground lease reversions and one new commercial lease.
- Ground Lease and Fuel Farm revenues remain below budget for the first half because Galaxy FBO was projected to begin operations (along with ground lease and fuel tank lease payments) beginning in October 2021.
- While Galaxy FBO is now projected to begin operations in July 2022, per terms of their ground lease “Additional Rent” payments are being invoiced (a month in arrears, beginning in January) from December 1, 2021.

Addison Airport – Projects and Progress

ADDISON



Addison Airport – Ice and Snow Events

- The airport experienced two ice/snow events in February. The airport does not close during these events; Airport Maintenance works to keep the runway and taxiways clear of ice and snow. Ice is much more challenging to address than snow.
- Maintenance Manager Dave Foster leads and directs snow and ice clearing operations. Operations Manager Joe McNally checks runway friction conditions and issues NOTAMs (Notices to Air Missions) advising pilots of conditions prevailing at the airport.

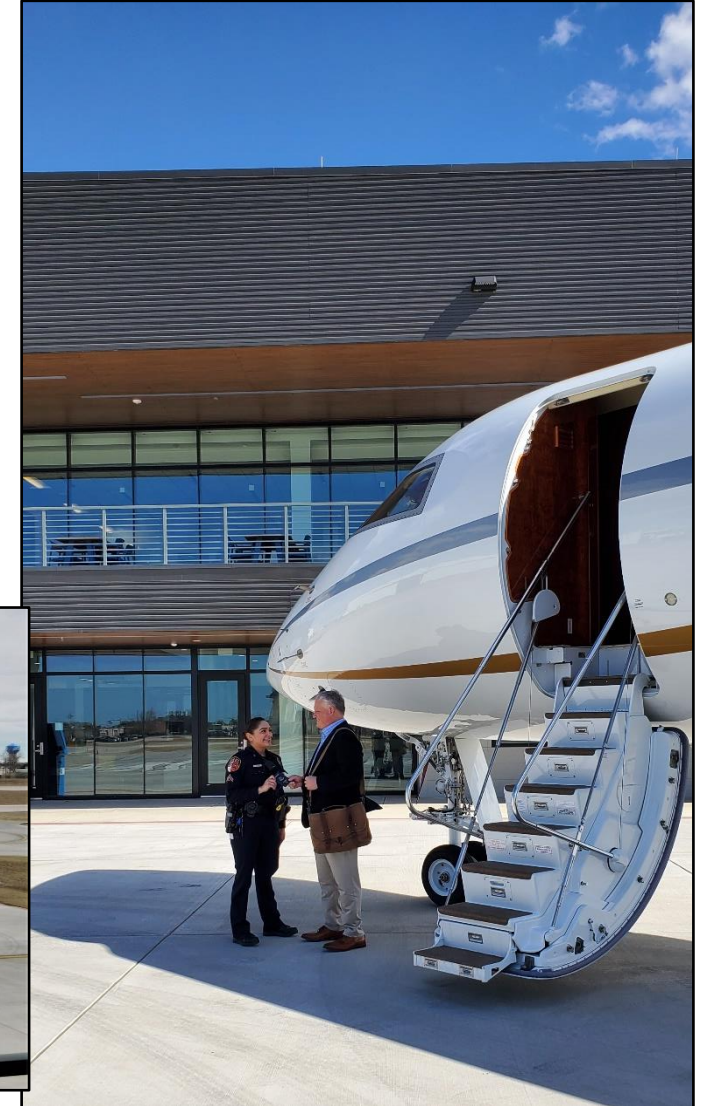


Addison Airport – Projects and Progress

ADDISON

Customs & Border Protection (CBP) and Airport Administration Offices

- CBP commenced operations from the new facility on February 14, 2022. CBP cleared 40 international arrivals February 14-28 and another 92 in March.
- JC Commercial completed all punch list items and the last of the retainage has been released for payment.
- The monument sign was installed Monday April 11, 2022.
- Grand Opening event to be held on Tuesday April 19, 2022.



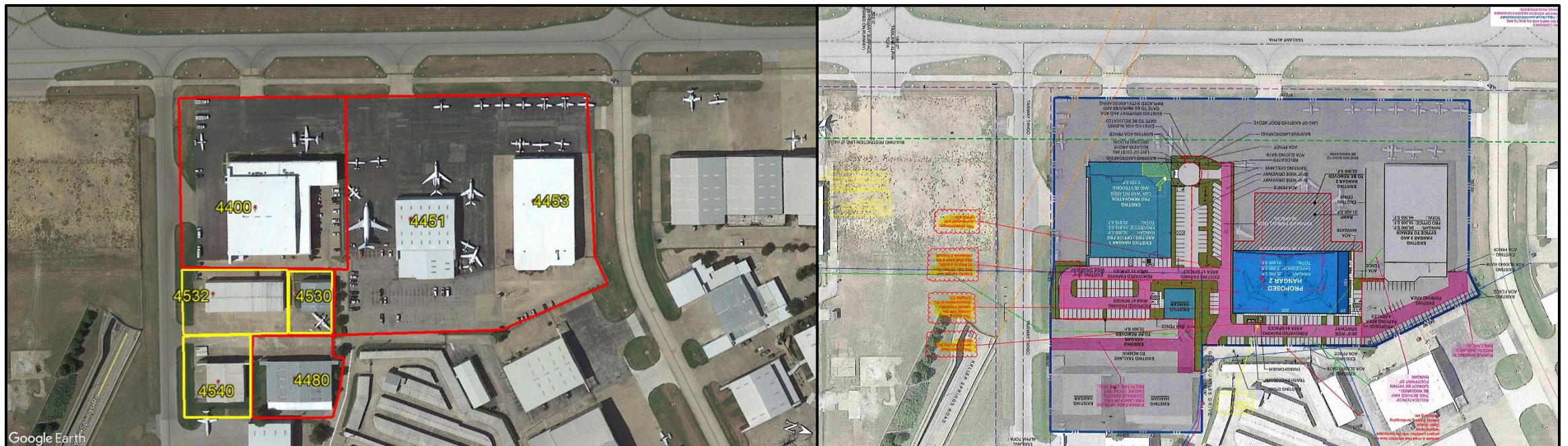
Galaxy FBO

- \$1 million lease pre-payment received July 2019; construction commenced December 2019
- The project continues to struggle with construction delays; substantial completion with initial operations is now not expected to occur before late July 2022
- Per terms of the lease, “Additional Rent” payments began December 1, 2021, with billings one month in arrears (*i.e.*, rent for December billed in January)



Atlantic Aviation FBO

- New ground lease approved by Council on August 11, 2020; three extensions of lease term tied to capital investments totaling a minimum of \$14 Million. Actual investment is now planned to exceed \$19 Million.
- Development Review Committee (DRC) reviewed and provided comment on preliminary plans (in a March 21 meeting). Atlantic has expressed the intent to move ahead with the entire redevelopment as soon as possible rather than in three phases over a period of years as outlined under the lease terms.



Addison Airport – Projects and Progress

Projects – Airport Improvement Program (AIP) Grant Funded

- Runway and taxiway pavement preservation and runway re-designation
 - FY21 AIP grant; original amount was \$1,475,000; reduced to \$1,031,020 based on bids received.
 - Project includes crack sealing on runway, Taxiway Alpha, and connecting taxiways.
 - Five-day closure beginning at 8:00pm Friday April 8; runway projected to re-open at 6:00am Tuesday April 12.
 - Project includes runway designation change, from 15-33 to 16-34, with replacement of airfield guidance sign panels and addition of (thermoplastic) surface-painted holding position signs.
 - Runway designation officially changed to 16-34 on March 24, 2022, with the FAA chart publication.



Pending Projects – Airport Improvement Program (AIP) Grants

- Design for Taxiway Bravo extensions
 - FY21 AIP grant in the amount of \$805,000 (90% FAA, 10% local match)
 - Engineering consultant selection RFQ advertised January 6, 2022; responses received February 2, 2022.
 - Five excellent responses to RFQ received; ranking of respondents sent to TX-DOT on February 25, 2022.
 - Garver was unanimously selected by the staff committee as the top-ranked respondent.
 - Garver is now in fee negotiations with TX-DOT Aviation.
 - The first task will be a full Preliminary Engineering Report (PER) for the extension of Taxiway Bravo to become a full-length Parallel taxiway, including reconstruction of the existing section of Taxiway Bravo (built in 1991).
 - The PER will be followed by design of the first phase Taxiway Bravo extension, from Taxiway Foxtrot to north of Taxiway Golf, as well as connecting Taxiway Bravo to the south end of the runway.
- Construction of Taxiway Bravo extensions and west side service road (first phase)
 - FY22 AIP grant, estimated amount of \$7.5 Million (90% FAA funds, with 10% local match; 50% match for road).
 - TX-DOT will request local matching funds after bids are received (estimated total match: \$1,440,400).
 - Construction is expected to start late in 2022.

Addison Airport Quarterly Update – Questions?

ADDISON



Council Meeting

3.

Meeting Date: 04/26/2022

Department: City Secretary

AGENDA CAPTION:

Consider Action on the Minutes from the April 12, 2022 Regular City Council Meeting.

BACKGROUND:

The minutes for the April 12, 2022 City Council Regular Meeting have been prepared for consideration.

RECOMMENDATION:

Administration recommends approval.

Attachments

Minutes - April 12, 2022

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

April 12, 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, April 12, 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 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 Guillermo Quintanilla; Deputy Mayor Pro Tempore Paul Walden; Council Member Tom Braun; Council Member Lori Ward; Council Member Kathryn Wheeler; Council Member Marlin Willesen.

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

Pledge of Allegiance: Mayor Chow led the Pledge of Allegiance

EXECUTIVE SESSION

Closed (Executive) Session of the Addison City Council pursuant to:

Section 551.087, 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 6:53 p.m.

No action was taken as a result of Executive Session.

WORK SESSION

1. **Present and Discuss the Council Calendar for May 2022.**

City Manager Wes Pierson reviewed that at the March 22nd City Council meeting the City Secretary presented a proposed planning/meeting calendar for the months of April through September 2022. The proposed calendars were approved with the exception of the month of May. Council requested Town staff look for alternative meeting dates due to the unavailability of some Council Members for the proposed dates.

City Manager Pierson advised that the May council meeting will be held on Monday, May 16th provided the Election Canvas results are received from Dallas County Elections by then. If not, that meeting will be cancelled with an alternate meeting date of May 24th. It was noted that two Council members would be absent for the 24th, including the Mayor. Mayor Chow advised that Mayor Pro Tempore Quintanilla will conduct the meeting if it is held on May 24th.

City Manager Pierson added that orientation for the newly elected Council Members is planned for Friday, May 13th.

***Editor’s Note:** Item 2. was discussed by the Council prior to Item 1.*

2. **Present and Discuss the Town’s Master Developer Selection Process and the Selected Master Developer for the Transit-Oriented Development Project in the Addison Circle Area.**

City Manager Wes Pierson read a prepared statement as follows:

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 patiently and strategically accumulating property and planning for how that property might be used as part of a transit-oriented development project.

Transit-oriented development is an urban planning concept which refers to a type of urban development that maximizes the amount of residential, business and leisure space within walking distance of public transportation.

As we will mention in tonight's presentation, much time and effort has gone into developing a vision and guiding principles for the future development of the area around the transportation nodes that are at the heart of this area.

With DART's Addison Transit Center, the busiest of its kind in the DART system, and the Silver Line rail station, both in Addison Circle, Addison is primed to create a transit-oriented development that is both best-in-class and uniquely innovative. Addison has been a pioneer in the creation of urban environments (a la Addison Circle) in Texas and we believe that this project will build upon that reputation.

Whether it's the unique co-developer arrangement, or the first-of-its-kind ground lease between the Town and DART to include DART's 5.5 acre property as part of the development, or the use of the 10+ acre Addison Circle Park as a green-space anchor, there are a number of features that will truly set Addison apart from other developments in the area in a way that will expand and solidify Addison's reputation as a premier regional destination.

We are pleased to share with the Council and community an overview of the Master Developer Selection Process for the Addison Circle Area transit-oriented development.

Orlando Campos, Director of Economic Development and Tourism, presented this item. He reviewed that at the last Council meeting, AMLI Residential/Stream Realty Partners was selected by the City Council as the Master Developer for the transit-oriented development (TOD) on land owned by the Town and DART around the Addison Silver Line Rail Station. He provided a map of the development properties.

Mr. Campos reviewed the selection process for the Master Developer. In 2020, the Town engaged Cushman and Wakefield to serve as real estate advisors and brokers for the project. In October of that year, City Council also appointed Council Members Braun, Quintanilla, and Walden to a Selection Committee to guide the solicitation of qualified developers through a Request for Proposals (RFP) process. The Selection Committee used the vision and guiding principles of the Addison Circle Special Area Study to determine the basic requirements for any project that would be built on the property.

Mr. Campos advised that five developer proposals were received. He reviewed the accepted proposal from AMLI Residential/Stream Realty Partners that includes several phases. Office buildings, parking garages, multi-family buildings, and a hotel are included. Graphic depictions of the buildings and green spaces were provided.

Mr. Campos advised that an action item is included on today's Consent Agenda (Item 4) for approval of a Memorandum of Understanding (MOU) to adopt a concept plan and authorize the City Manager to continue negotiations with AMLI Residential/Stream Realty Partners. Mr. Campos summarized the key points included in the MOU, including financial components for each phase of the project and the responsibilities of the developer and the Town.

Mr. Campos advised that construction should commence in 2023 with an estimated completion of all phases in 2028. Members of the AMLI Residential/Stream Realty Partners development team offered comments of appreciation to the Town for this opportunity.

Mr. Pierson as well as several Council Members expressed appreciation to all involved in this project for their vision. This has been a multi-year project and should be credited to former and present staff, Council Members, and Mayors.

City Manager Pierson concluded this item with the following prepared statement:

Today is a big first step towards making the vision for this area a reality. There is still much work to do to finalize all the agreements that this project will require, as well as the planning and zoning activities that are necessary to enable this project to come to fruition. There are bound to be highs and lows as we work to bring this significant project out of the ground.

As we move forward, there will be people that are for and against this project. When construction starts, it will be disruptive, and we will need to manage people's expectations. What will be important to remember is that this development is the realization of the efforts of many people over many years. This includes many City Councils led by many Mayors including Mayors: Redding, Spruill, Beckert, Wheeler, Meier, and Chow and, many members of Town Staff including former Director of Development Services Carmen Moran and former City Manager Ron Whitehead just to name two.

This is an exciting moment in Addison's history, and we are proud to honor Addison's past as we prepare to create something special for Addison's future.

Editors Note: *Due to the historical nature of this item, the informational presentation as submitted by Director of Economic Development and Tourism Orlando Campos is included as a part of these minutes and attached hereto as "Exhibit A".*

REGULAR MEETING

Announcements and Acknowledgements regarding Town and Council Events and Activities, Discussion of Events/Meetings.

Mayor Chow read the following Proclamations: Earth Day, April 23, 2022, and Arbor Day, April 29, 2022. Proclamations were presented to Shawn Cheairs, Stormwater and Operations Manager.

City Manager Pierson announced future meetings and events.

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.*

The following individuals addressed the City Council:

- Curtis Redmon, 3522 Guadalupe Avenue, Dallas – Procure Services, LLC submitted Bid: 22-56 Rebid Trail Drainage and Amenity Improvements; requested the Town consider amending bid process.
- Marvin Perez, 14899 Towne Lake Circle; spoke against Case 1843-Z/JPI Addison Heights – stated there were too many apartments and crime rate was high.

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 March 22, 2022 Regular City Council Meeting.**
4. **Consider Action on a Resolution Approving a Memorandum of Understanding (MOU) Between the Town of Addison and Co-Developers AMLI Residential and Stream Realty Adopting a Master Concept Plan and General Development Terms for the Addison Circle Area Transit Oriented Mixed-Use Development Project; Providing for Negotiation of Various Definitive Agreements that Will Set Forth the Specific Obligations of the Parties with Regard to the Project; and Authorizing the City Manager to Execute the MOU.**
5. **Consider Action on a Resolution Approving a Contract Agreement with J.B. & Co., LLC for the Winnwood Road Bridge Class Culvert Outlet Armoring Project and Authorizing the City Manager to Execute the Contract in an Amount Not to Exceed \$268,270.**
6. **Consider Action on a Resolution Approving Contract Services Agreements with North Texas Contracting, Inc. and Rey Mar Construction, LLC for On-Call Water and Sewer Line Repairs, Replacement and Rehabilitation Services (Bid Number 22-42) and Authorizing the City Manager to Execute the Agreements in a Total Amount Not to Exceed \$150,000.**
7. **Consider Action on a Resolution Approving a Professional Services Agreement with Hydromax USA for Annual On-Call Fire Hydrant Auditing, Inspecting, and Testing Services and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$45,654 Plus a Contingency in an Additional Amount of \$15,000.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion. There were none.

MOTION: Council Member Ward moved to approve Consent Agenda Items 3, 4, 5, 6, and 7 as submitted. Deputy Mayor Pro Tempore Walden seconded the motion. Motion carried unanimously.

Resolution No. R22-020: Memorandum of Understanding with AMLI Residential and Stream Realty Adopting a Master Concept Plan and General Development Terms for the Addison Circle Area Transit Oriented Mixed-Use Development Project

Resolution No. R22-021: Agreement with J.B. & Co., LLC for the Winnwood Road Bridge Class Culvert Outlet Armoring Project

Resolution No. R22-022: Agreements with North Texas Contracting, Inc. and Rey Mar Construction, LLC for On-Call Water and Sewer Line Repairs, Replacement and Rehabilitation Services (Bid Number 22-42)

Resolution No. R22-023: Agreement with Hydromax USA for Annual On-Call Fire Hydrant Auditing, Inspecting, and Testing Services

Regular Items

8. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Rezoning a 3.2-Acre Property Located at the Southeast Corner of Addison Road and Airport Parkway, from Commercial-2 (C-2) to Planned Development (PD) District with modified Urban Center (UC) District standards, to allow a Multifamily Development Comprised of a Maximum of 287 Dwelling Units and Live/Work Units, and Approximately 5,000 Square Feet of Future Retail Space, and to Approve Related Development Plans. Case 1843-Z/JPI Addison Heights.**

Ken Schmidt, Director of Development Services, presented this item. He advised this rezoning request is for the Hope property, a 3.2-acre property located at the southeast corner of Addison Road and Airport Parkway. This property has been home to the Hope's family business, HWK Realty, for many years. The business office is situated on the south side of the site, and an agricultural exemption is maintained on the north side of the property. The applicant is JPI Real Estate, a DFW-based company that develops multifamily housing.

Mr. Schmidt advised that JPI is proposing to develop a five-story 287-unit, multifamily building with 5,650 square feet of "retail ready" space at the ground floor. The proposed development /site plan was reviewed including parking, pedestrian sidewalks, and landscaping. Conceptual renderings of the building were provided.

Mr. Schmidt reviewed the sizes and types of units proposed for this project. He noted that seven of the units are planned as "live/work units" that are multi-level. He added that the developer plans to include a public art installation. Details of proposed landscape components were provided.

Mr. Schmidt advised that the project complies with the Comprehensive Plan and the Addison Circle Special Area Study. Mr. Schmidt provided the results of a traffic impact study.

Mr. Schmidt reviewed that due to the constrained nature of this redevelopment site, the applicant has requested the following waivers from the Urban Center district standards and Town landscape ordinance:

- Landscape area and landscape buffer requirements of the Town's landscape ordinance:
 - 16.4 percent landscape area (inclusive of a shared use trail) in lieu of 20 percent landscape area.
 - Landscape buffers as defined in the Trail Master Plan in lieu of a uniform 20-foot buffer as defined in the Town's landscape ordinance.
- Planting of ornamental trees in lieu of shade trees at the streetscape where overhead electric utilities are present.
- 50 feet spacing for shade trees in lieu of 30 foot spacing.
- Elimination of the 10-foot building setback at Addison Road and Airport Parkway to reflect what is depicted in the development plans.

- Elimination of the one-half foot building setback for every foot over 50 feet for all portions of the building over 50 feet, with setbacks to be provided as depicted in the development plans.
- Satisfaction of dedicated public open space requirements to occur through the provision of publicly accessible private open space and sidewalks, and public trails consistent with the Town's Trail Master Plan.
- Reduction in masonry construction standards from 90 percent of all walls to 40 percent of the total exterior cladding and as depicted in the development plans.
- Minimum area per one bedroom dwelling unit reduced from 700 to 650 square feet where a private balcony is provided.
- Reduction in the minimum driveway setback at the southern property boundary to reflect what is depicted in the development plan.

Mr. Schmidt advised that the plan includes 872 caliper inches of tree removal that would not be mitigated with replacement plantings. As a result, the applicant would need to pay into the tree mitigation fund a total amount of \$152,600.

It was noted during discussion that this project is near the Addison Airport and across the street from the Addison Fire Station. It was clarified that the site is outside the 65 dBA noise contour and any applicable height restriction that would impact this building and Addison Airport.

Mr. Schmidt advised that ten (10) letters were sent to property owners. One response in opposition was received and one in support was received. The Planning and Zoning Commission voted 7-0 to approve this request.

Mayor Chow opened the public hearing.

JPI representatives provided information regarding the company and provided graphic depictions and video of other projects done by JPI. Representatives addressed the site plan, reviewed rental rates for the units and proposed amenities. An overview of the pedestrian connection to Addison Circle was provided. Renderings of the building were reviewed. The economic impact of such a project was briefly discussed. The JPI representative advised groundbreaking would be in the first quarter of 2023 with a 28-month construction timeline.

Several Council Members offered comments and posed general questions regarding access to the site and the future widening of Airport Parkway and Addison Road. In response to a question previously submitted from Council, Mr. Schmidt advised that the proposed "publicly accessible private open space" area would be zoned as such and could only be changed by replating and rezoning this portion of the property with P&Z and Council approval of a planned development amendment.

Mayor Chow closed the public hearing.

Mr. Schmidt reviewed the following conditions associated with this request which are included in the development plan.

- 1) Acquisition of emergency access and pedestrian access easement to a property to the southeast.

- 2) Sustainability features and interior construction standards.
- 3) Collaboration with the Addison Arbor Foundation on a public art installation at a publicly accessible location.
- 4) Waivers included in the ordinance.

MOTION: Council Member Wheeler moved to approve with conditions as stated. Council Member Ward seconded the motion. Motion carried unanimously.

Ordinance No. O22-11: Planned Development (PD) District with Modified Urban Center (UC) District Standards, Case 1843-Z/JPI Addison Heights

9. Present, Discuss, and Consider Action on an Ordinance Granting a Meritorious Exception to Chapter 62 of the Code of Ordinances for Benihana, a Restaurant Located at 5000 Belt Line Road, Suite 600, in Order to Exceed the Maximum Letter Height for Attached Premise Signs. Case MR2022-04/Benihana.

Ken Schmidt, Director of Development Services, presented this item. He advised that Benihana is a sushi and Japanese steakhouse that is currently remodeling the former Kobe Steaks Japanese Restaurant located in the Addison Walk retail center at 5000 Belt line Road, Suite 600. Benihana plans to open for business this summer and one of their remaining tasks for the project is to obtain permits for the installation of attached premise signage.

Mr. Schmidt reviewed that in January 2004, the Town approved a Special Sign District that established customized sign regulations for signage within the Addison Walk retail center. For attached premise signs, the Special Sign District established maximum letter heights based on the size and location of the storefront within the development. Benihana's lease space is one of the largest and most prominently situated storefronts in Addison Walk. The Special Sign District allows for a more prominent treatment of this space by permitting a maximum letter height of 3 feet for attached premise signs on this façade.

Mr. Schmidt advised that Benihana has requested a meritorious exception to the sign code in order to permit a maximum letter height of 4 feet for their proposed attached premise sign. They believe this request is appropriate because the lettering appears too small for the Benihana brand and their proposed sign accommodates less sign area than the signage of the previous tenant.

The applicant is pursuing a Meritorious Exception to the sign code in accordance with the code provisions stated below:

Town of Addison Code of Ordinances, Chapter 62 (Signs)

Section 62-33. – Meritorious exceptions.

- (d)(3) The council may consider appeals on the basis that such regulations and/or standards will, by reason of exceptional circumstances or surroundings, constitute a practical difficulty or unnecessary hardship or on the basis that the proposed improvement although falling under the definition of a "sign," constitutes art that makes a positive contribution to the visual environment.

Mr. Schmidt advised that staff does not believe that the hardship criteria of the Meritorious Exception requirements is applicable to this request. The Addison Walk Special Sign District already permits a letter height that is 6 – 12 inches taller than what would be permitted by applying the Town’s base sign regulations at this location. Approving larger lettering for this sign would result in a sign that is out of scale with all other attached premise signs in the well-established Addison Walk retail center, which currently accommodates attached premise signs ranging from 2 – 3 feet in letter height. Mr. Schmidt advised that staff is recommending denial of the meritorious exception.

Applicant Bob Hartman, Vice-President of Benihana, spoke in favor of this request. He advised that the building façade is large and would accommodate the 4-foot sign.

Council Member Braun advised that he feels the square footage of the sign is more important in this instance than the height. Mayor Chow and Council Member Ward spoke against granting the exception. Council Member Willesen expressed that he would like to see a photo of the area to see a visual of the scale of the sign as it compares to other signs.

MOTION: Deputy Mayor Pro Tempore Walden move to deny the request. Council Member Willesen seconded the motion. Motion carried with a vote of 6-1 with Council Member Braun voting against the motion.

Editor’s Note: No ordinance number assigned since ordinance not approved.

10. Present, Discuss, and Consider Action on a Resolution Approving a Project Specific Agreement for Asphalt Repair Along Approximately Two Miles of Addison Road Between the Northern Dallas County Limit and Arapaho Road in Conformance with the Master Interlocal Agreement Between the Town of Addison and Dallas County for the Joint Funding of Transportation Improvements Within the City; Providing for a Total Project Budget of Approximately \$993,000 to be Jointly Paid by the City and Dallas County; Authorizing the City Manager to Execute the Agreement for the Receipt of Funding in an Amount Not to Exceed \$496,500.

Todd Weinheimer, Assistant Director of Public Works and Engineering Services presented this item. He advised that this item is to authorize the City Manager to execute a Project Specific Agreement (PSA) with Dallas County to accept an amount not to exceed \$496,500 of Dallas County funds for maintenance costs on Addison Road.

In September 2017, Addison City Council approved a master interlocal agreement with Dallas County for transportation-related maintenance on certain designated roadways. Dallas County approved the master agreement by Commissioners Court Order 2017-159 on November 21, 2017. This master agreement allows the Town to enter into subsequent PSAs with Dallas County for funding of eligible road maintenance project costs.

In the Fiscal Year 2022 budget, Council allocated \$1M in additional funds to perform necessary repairs to Addison Road. Under the terms of this PSA, Dallas County will provide 50/50 matching funding for these repairs in an amount up to \$496,500 on a reimbursement basis. The construction

is anticipated to take 60-90 days to complete and will begin shortly after Dallas County executes the PSA.

Mr. Weinheimer briefly reviewed a list of other Dallas County PSA projects in the Town of Addison.

Mickey Maguire, Dallas County District Director for Commissioner J.J. Koch, addressed the Council regarding this project. He advised that following Council approval the agreement will be presented to the Dallas County Commissioners Court for approval.

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

Resolution No. R22-024: Addison Road Asphalt Repair Reimbursement Agreement with Dallas County

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


Exhibit A

Memorandum of Understanding for Development Around the Addison Silver Line Station



1

Addison Silver Line TOD Developer Selection



Preferred Development Partner

- The team of AMLI Residential/Stream Realty Partners has been chosen through a competitive RFP process as the master developer for land owned by the Town and DART around the Addison Silver Line rail station




2

Addison Silver Line TOD Developer Selection



3

Addison Silver Line TOD Developer Selection



The Vision

- Major step in the Town's vision to develop a distinctive and creative urban center to attract corporate offices, retail and restaurants and provide new residential options
- Town has strategically acquired properties in the area and worked with DART to include its property through a long-term ground lease
- Builds on the goals of the 2018 Special Area Study to expand the Addison Circle neighborhood, provide seamless connections from the rail station through Addison Circle Park and improve connectivity south to Belt Line Road

4

Addison Silver Line TOD Developer Selection



Financial Factors

- Tax Revenue Generation
- Experience and Financial Capacity of Developer
- Financial Transaction – Purchase Price and Non-Refundable Deposit
- Estimated Incentives Needed from Town

9

9

Addison Silver Line TOD Developer Selection



Mobility

- Increased DART Ridership
- Multiple Connections between Development and DART Station
- Walkability and Pedestrian/Bike Connections
- Shared Parking Spaces
- Accommodation of DART Rail and Bus Activities

10

10

Addison Silver Line TOD Developer Selection



Expand and Solidify Addison as a Premier Regional Destination

- Imaginative Development Theme, Mix of Uses, High Quality and Distinctive Architecture
- Amenities (Landscaping, Hardscape, Lighting, Public Art)
- Project Density and Height
- Integration with Addison Circle and Expansion Southward
- Environmental Sustainability
- Increase in Residential Population Base

11

11

Addison Silver Line TOD Developer Selection



RFP Responses

- RFP issued in April 2021
- Five Development Team Responses
- Narrowed to Two Finalists for Second Phase
- City Council has selected the team of AMLI Residential/Stream Realty Partners as the preferred master developer



12

12

AMLI Residential/Stream Realty Partners Proposal



Phase I – Addison Road and Festival Way

- Six-story 150,000 square foot Class A office building
- 9,000 square feet of retail space
- 625 space parking garage

Phase I – “The Hub” – Facing Addison Circle Park

- Indoor-outdoor entertainment and dining venues oriented around a central green

Phase I – Quorum Drive, Festival Way and Arapaho Road

- Two multi-family buildings
 - High rise: 13 stories and 250 units with 10,000 square feet of retail space
 - Mid rise: 7 stories and 450 units with 5,000 square feet of retail space

13

13

AMLI Residential/Stream Realty Partners Proposal



Phase II – DART Property at Quorum Drive and Arapaho Road

- 6 story 150,000 square foot Class A office building integrated with an 850-space parking garage
- Contains structured parking for DART riders and contemplates potential reconfiguration of bus, rail, and other mobility operations

Phase III – DART Property at Addison Road and Arapaho Road

- 120 room boutique hotel

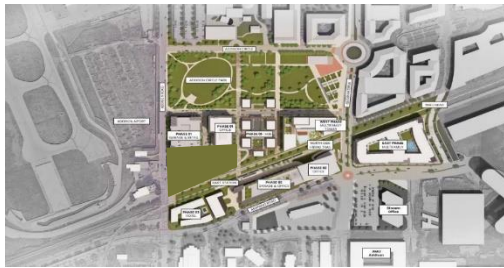
Project Timeline

- Construction commences in 2023
- Estimated project completion (all phases) in 2028

14

14

Addison Silver Line TOD Developer Selection



15

15

Addison Silver Line TOD Developer Selection



16

16

Addison Silver Line TOD Developer Selection



17

17

Addison Silver Line TOD Developer Selection



18

18

Memorandum of Understanding



Memorandum of Understanding (MOU)

- Authorizes the City Manager to continue negotiations exclusively with AMLI/Stream Realty Partners
- States the basic financial and incentive terms for the project
- Incentives are for Phase I of the project; additional requests may be made for subsequent phases
- Establishes timelines for commencement and completion
- Allows the developers to begin due diligence for the property including surveying and geotechnical and environmental testing

19

19

Memorandum of Understanding



Project Financial Information and Town Incentives

Phase I Cost -- \$344 million; All Phases -- \$472 million

Phase I – Stream Realty Partners Office Building and Parking Garage

- Town dedicates 2.3 acres of land (estimated market value of \$2 million)
- Stream Realty Partners commissions a parking study to determine proper number of parking spaces
- Town contributes \$6 million for construction of the parking garage
- Parking spaces are available for retail customers and nights and weekends for Addison Circle activities and special events

20

20

Memorandum of Understanding



Phase I – Stream Realty Partners Office Building and Parking Garage

- Town commits to a 5-year lease for 60,000 square feet of space (40% of the building) at \$34.50 per square foot gross (\$2,070,000 per year)
- The lease obligation is reduced on a 50/50 basis until the obligation is removed when 120,000 square feet is leased
- Developer's off-site infrastructure obligation to not exceed \$500,000
- Development and building permit fees are capped at \$150,000

21

21

Memorandum of Understanding



Phase I – AMLI Residential Multi-Family Buildings

- AMLI ground leases 10 acres from the Town for 99 years under the following terms:
 - AMLI pays \$2 million in pre-paid ground rent
 - Initial annual ground rent of \$500,000 will be adjusted annually at no more than 3% on a non-cumulative basis
 - Ground rent is reset after 10 years, then every 15 years based on the appraised value of land and improvements

22

22

Memorandum of Understanding



Phase I – AMLI Residential Multi-Family Buildings

- AMLI commissions a Master Streetscape Plan for the general Addison Circle area
- Town funds any off-site infrastructure and streetscape improvement costs identified in the Master Streetscape Plan exceeding \$1 million
- To maintain the quality of the development, after 10 years the Town will provide an off-set in ground rent for improvements that exceed \$1 million, once every 10 years
- Town waives development and building permit fees over \$250,000
- AMLI contributes \$200,000 to the Addison Arbor Foundation to fund public art in the rights-of-way and public spaces

23

23

Memorandum of Understanding



Phase I – “The Hub” Retail, Restaurant and Entertainment Venue

- Land is included in the AMLI ground lease
- Town will reimburse up to \$1.5 million for public infrastructure costs
- Town will provide a Chapter 380 sales tax sharing arrangement, capped at \$1.5 million or 10 years, whichever occurs first
- Sales tax will be shared at 75% for the developer and 25% for the Town based on actual sales tax receipts

24

24

Memorandum of Understanding



Phases II and III – Office Building, Parking Garage and Hotel on DART Property

- Town incentives (if any) will be negotiated for Phases II and III in the future and based on the market dynamics and timeframe to develop at that time
- Subject to DART approval, rail and bus transit operations will be incorporated into the new development, for which Stream currently commits to a \$160,000 contribution, with definitive construction costs to be determined in future agreements
- Town, DART and Stream Realty Partners enter into a perpetual parking agreement that provides public parking for DART riders and retail patrons during the day and parking on nights and weekends and for special events

25

25

Memorandum of Understanding



Other Provisions of the MOU

- A transfer fee of 25 basis points payable to the Town will be assessed on all subsequent sales of the property or improvements at the seller's expense
- DART's property will be subleased in accordance with the approved Interlocal Agreement
- The due diligence period ends on December 15, 2022 or when subsequent definitive agreements have been executed.
- The schedule for completion of all phases of the development are defined and may be modified or extended only by mutual agreement

26

26

Memorandum of Understanding



Town's Participation – Stream, AMLI and The HUB

Phase I Incentive Requests (Estimated Value)

Office Land Contribution (2.3 acres)	\$ 2,000,000
Office Lease Commitment (Potential Cost over 5 years)	\$10,350,000
Office Parking Garage Contribution	\$ 6,000,000
Public Infrastructure Costs (The Hub)	\$ 1,500,000 reimbursement (if needed)*
Sales Tax Rebate (The Hub)	\$ 1,500,000 cap
Permit Fee Waivers (Developers Pay \$519,576)	\$ 1,560,302

Total \$22,910,302

*The Town may have additional off-site infrastructure costs (TBD) for the office and multi-family that exceed the developers' commitment of \$1.5 million.

27

27

Addison Silver Line TOD Developer Selection



Next Steps – 12-18 Months

- Developer begins site investigations and engineering/architectural studies
- Town and developer negotiate terms of financial transactions, development agreements, dart property sublease, economic development incentives and other definitive agreements
- Development team starts the rezoning process



28

28

Council Meeting

4.

Meeting Date: 04/26/2022

Department: Parks & Recreation

Pillars: Gold Standard in Customer Service

Milestones: Promote and protect the Addison Way

AGENDA CAPTION:

Hold a Public Hearing, Present, Discuss, and Consider Action on an **Ordinance Approving 2022 Standards of Care for the Town's Youth Recreation Programs.**

BACKGROUND:

Council approval is requested for an Ordinance adopting the Standards of Care for all Town of Addison Parks and Recreation Department youth programs for children ages 5 through 13 including, but not limited to, the Summer Camp Program and the Spring Break Program at the Addison Athletic Club. Annual adoption of the Standards of Care by Ordinance after a public hearing is required per Section 42.041(b)(14) of the Texas Human Resources Code.

The document provides minimum standards for operating youth programs which include guidelines for hiring of program staff, enrollment guidelines, discipline, health, safety, and more. The document also addresses programing and providing activities that promote emotional, social, and mental growth. The Town not only complies with the minimum standards required in the Ordinance, but exceeds some of the established standards. Examples include:

- Cleaning and sanitation.
- Video monitoring throughout the facility and in all child care areas.
- Day camp restroom policy which requires campers to use the single use child care restroom or upstairs single use restrooms. This prevents campers from utilizing the locker rooms. This policy also requires campers changing into swim suits to use the outdoor pool restrooms prior to the outdoor pool being open to the general public.

RECOMMENDATION:

Administration recommends approval.

Attachments

Ordinance - Standards of Care 2022

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS APPROVING 2022 STANDARDS OF CARE FOR THE TOWN OF ADDISON’S YOUTH RECREATION PROGRAMS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Addison, Texas (the “City”) is a home rule municipality pursuant to article 11, section 5 of the Texas Constitution and its Home Rule Charter; and

WHEREAS, the City operates youth recreation programs for children, including programs for elementary age children (ages 5 through 13); and

WHEREAS, pursuant to section 42.041(b)(14) of the Texas Human Resources Code, the City is not required to obtain a license from the Department of Family and Protective Services to operate an elementary-age (ages 5 through 13) youth recreation programs (herein the “Programs”) provided that the governing body of the City annually adopts standards of care by ordinance after a public hearing; and

WHEREAS, section 42.041(b)(14) of the Texas Human Resources Code requires that the standards of care adopted by the City are provided to the parents of each program participant and that the standards of care include: staffing ratios, minimum staff qualifications, minimum facility, health, and safety standards, and mechanisms for monitoring and enforcing the adopted local standards; and further provided that parents be informed that the program is not licensed by the state and the program may not be advertised as a child-care facility; and

WHEREAS, the City Council finds that a public hearing was held prior to the adoption of this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. In accordance with section 42.041(b)(14) of the Texas Human Resources Code, the City Council hereby adopts the 2022 Standards of Care for the elementary-age youth recreation programs operated by the Town of Addison, a copy of which is attached hereto as **Exhibit "A"** and incorporated by reference as if fully set out herein.

SECTION 2. The City’s Programs shall be administered by the Parks and Recreation Department and be operated in accordance with the Standards of Care set forth in **Exhibit A**. Notwithstanding, the Director of Parks and Recreation shall be authorized to issue rules for the Programs that are more restrictive than the adopted Standards of Care; provided, that the Director provides notice of such rules to the parents of participants in the same manner as required for the Standards of Care.

SECTION 3. This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 4. The provisions of this Ordinance are severable, and if any section or provision of this Ordinance or the application of any section or provision to any person, firm, corporation, entity, situation or circumstance is for any reason adjudged invalid or held unconstitutional by a court of competent jurisdiction, the same shall not affect the validity of any other section or provision of this Ordinance or the application of any other section or provision to any other person, firm, corporation, entity, situation or circumstance, and the City Council declares that it would have adopted the valid portions of this Ordinance adopted herein without the invalid or unconstitutional parts and to this end the provisions of this Ordinance adopted herein shall remain in full force and effect.

SECTION 5. This Ordinance shall take effect upon its passage and approval.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this the **26th** day of **APRIL** 2022.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma G. Parker, City Secretary

Whitt L. Wyatt, City Attorney

**EXHIBIT A
TO ORDINANCE NO. _____**

**2022 STANDARDS OF CARE
FOR ELEMENTARY AGE (5 – 13) YOUTH RECREATION PROGRAMS**

The following Standards of Care are adopted in compliance with Section 42.041(b)(14) of the Texas Human Resources Code. The Standards of Care herein set forth herein are intended to be minimum standards applicable to all elementary age (ages 5 through 13) recreation Programs operated by the Town of Addison Recreation Department, including, without limitation, any summer camp program and any spring break program. The Programs are not licensed by the State of Texas and shall not be advertised as a child-care facility.

GENERAL ADMINISTRATION

1. Organization.
 - A. The governing body of the Youth Programs is the City Council of the Town of Addison, Texas.
 - B. Implementation of the Youth Programs Standards of Care is the responsibility of the Parks and Recreation Department Director or his or her designee and Department employees.
 - C. These Standards of Care will apply to all Programs, including, without limitation, the Summer Camp Program and Spring Break Program.
 - D. Each Program Site will have available for public and staff review a current copy of the Standards of Care.
 - E. Parents of participants will be provided a current copy of the Standards of Care during the registration process for a Program. Further, a copy of the Standards of Care shall be placed online on the City's primary website.
 - F. Criminal background checks will be conducted on prospective Program employees. If results of a criminal background check indicate that a prospective Program employee has been arrested, charged with, or convicted of any of the following offenses, the prospective Program employee will not be considered for employment:
 - (1) a felony or a misdemeanor classified as an offense against a person or family member;
 - (2) a felony or misdemeanor classified as public indecency;
 - (3) any offense for which a person is required to register as a sex

offender under Chapter 62, Texas Code of Criminal Procedure;

- (4) a felony or misdemeanor violation of any law intended to control the possession or distribution of any controlled substance;
- (5) any offense involving moral turpitude;
- (6) any offense that would, in the Director's sole opinion, potentially put youth participants or the City at risk.

2. Definitions. For purposes of these Standards of Care, the following words shall have the respective meanings ascribed to them:

- A. *City* means the Town of Addison, Texas.
- B. *City Council* means the City Council of the City.
- C. *Department* means the Parks and Recreation Department of the City.
- D. *Director* means the Parks and Recreation Department Director of the City or their designee.
- E. *Staff* means people who have been hired to work for the Town of Addison and have been assigned responsibility for managing, administering, or implementing some portion of a Program.
- F. *Parent(s)* means one or both parent(s) or adults who have legal custody and authority to enroll their child(ren) in a Program.
- G. *Participant* means a youth whose parent(s) have completed all required registration procedures and determined to be eligible for a Program.
- H. *Programs* means all (and *Program* means any of the) elementary age (ages 5 through 13) recreation programs operated by the Department, including, without limitation, the City Summer Camp Program (*Summer Camp Program*) and the City Spring Break Camp Program (*Spring Break Program*).
- I. *Program Coordinator or Coordinator* means a full-time Department employee who is a recreation supervisor and has been assigned administrative responsibility for the Programs.
- J. *Program Manual* means a notebook of policies, procedures, required forms, and organizational and programming information relevant to each Program. Developed by the Program Coordinator.
- K. *Program Site* means area and facilities where a Program is held, consisting

of the Addison Athletic Club, 3900 Beltway Drive, Addison, Texas 75001.

- L. *Program Summer Camp Counselor* or *Counselor* means a Department part-time or seasonal employee who has been assigned responsibility by the Assistant Director of Recreation to implement the City's Summer Camp Program.
 - M. *Assistant Director of Recreation* means a full-time Department employee and who oversees the Program Coordinator and the operation of all Programs.
3. Inspections/Monitoring/Enforcement.
- A. A written inspection report will be prepared by the Program Coordinator each month to confirm the Standards of Care are being adhered to.
 - (1) Each monthly inspection report will be sent by the Program Coordinator to the Assistant Director of Recreation for review and kept on record in accordance with the City's records retention policy.
 - (2) The Assistant Director of Recreation will review the report and establish deadlines and criteria for compliance with the Standards of Care where failure to comply is determined.
 - B. The Assistant Director of Recreation will make visual inspections of the Programs based on the following schedule:
 - (1) The Summer Camp Program will be inspected a minimum of two times during the Summer Camp Program's schedule.
 - (2) The Spring Break Camp Program will be inspected at least once during the Spring Break Camp Program schedule.
 - (3) Each other Program will be inspected at least once each week during the schedule for the Program.
 - C. Complaints regarding enforcement of the Standards of Care will be directed to the Coordinator. The Coordinator will be responsible to take the necessary steps to address any complaints and to resolve the problem(s), if any. Complaints regarding enforcement of the Standards of Care and their resolution will be recorded in writing by the Coordinator. All complaints regarding enforcement of the Standards of Care where a deficiency is determined will be forwarded to the Assistant Director of Recreation, with the complaint and the resolution noted.
4. Enrollment. Before a child can be enrolled in a Program, the parents must sign registration forms that contain the following information about the child:

- A. name, address, home telephone number;
 - B. name and address of parent(s) telephone number(s) and email address during Program hours;
 - C. the names and telephone numbers of people to whom the child can be released;
 - D. a statement of the child's physical health, including a physician's signed statement and current immunization (shot) records, detailing any special problems or needs of the child;
 - E. proof of residency within the City when appropriate; and
 - F. a fully executed liability waiver and release.
5. Suspected Abuse.

Program employees will report suspected child abuse or neglect in accordance with the Texas Family Code. In the case where an employee is involved in an incident with a child that could be construed as child abuse, the incident must be reported immediately to the Assistant Director of Recreation. The Assistant Director of Recreation will then immediately notify the Director, the City Police Department, and any other agency as may be appropriate.

Texas state law requires the employees of the Programs to report any suspected abuse or neglect of a child to the Texas Department of Protective and Regulatory Services or a law enforcement agency. Failure to report suspected abuse is punishable by fines up to \$1,000 and/or confinement up to 180 days. Confidential reports may be made by calling 1-800-252-5400.

STAFFING - RESPONSIBILITIES AND TRAINING

- 1. Program Coordinator Qualifications.
 - A. The Coordinator will be a full-time, professional employee of the Department.
 - B. The Coordinator must be at least 21 years old
 - C. The Coordinator must have received a bachelor's degree from an accredited college or university. Acceptable degrees include:
 - (1) Recreation Administration or General Recreation;
 - (2) Physical Education; and

- (3) Any other comparable degree plan or experience that would lend itself to working in a public recreation environment.
 - D. The Coordinator must have at least two years experience planning and implementing recreational activities.
 - E. The Coordinator must pass a background investigation, including, including testing for alcohol and illegal and unauthorized drugs.
 - F. The Coordinator must have successfully completed a course in first aid and cardiopulmonary resuscitation (CPR) based on either American Heart Association or American Red Cross standards.
2. Coordinator's Responsibilities.
- A. The Coordinator is responsible to administer the Programs' daily operations in compliance with the adopted Standards of Care.
 - B. The Coordinator is responsible to recommend for hire, supervise, and evaluate Program seasonal employees.
 - C. The Coordinator is responsible to plan, implement, and evaluate Programs.
3. Program Summer Camp Counselor Qualifications.
- A. Counselors will be part-time or seasonal employees of the Department.
 - B. Counselors working with children must be age 18 or older.
 - C. Counselors must be able to consistently exhibit competency, good judgment, and self-control when working with children.
 - D. Counselors must relate to children with courtesy, respect, tolerance, and patience.
 - E. Counselors must have successfully completed a course in first aid and CPR based on either American Heart Association or American Red Cross standards.
 - F. Counselors must pass a background investigation, including testing for alcohol and illegal and unauthorized drugs.
4. Counselor Responsibilities.
- A. Counselors will be responsible to provide Program participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.

- B. Counselors will be responsible to know and follow all City, Department, and Program standards, policies, and procedures that apply to the Program.
 - C. Counselors must ensure that Program participants are released only to a parent or an adult designated by the parent. The Program Site will have a copy of the approved plan to verify the identity of a person authorized to pick up a Program participant if that person is not known to the Counselor.
5. Training/Orientation.
- A. The Department is responsible for providing training and orientation to Program employees working with children and for specific job responsibilities. The Coordinator will provide each Counselor with a Program manual specific to the applicable Program.
 - B. Program employees must be familiar with the Standards of Care for Program operation as adopted by the City Council.
 - C. Program employees must be familiar with the Program’s policies, including discipline, guidance, and release of Program participants as outlined in the Program Manual.
 - D. Program employees will be trained in appropriate procedures to handle emergencies.
 - E. Program employees will be trained in areas including City, Department, and Program policies and procedures, provision of recreation activities, safety issues, and organization goals.
 - F. Program employees will be required to sign an acknowledgement that they received the required training.

OPERATIONS

1. Staff-Participant Ratio.
- A. The standard ratio of Program participants to employees will be 15 to 1. In the event an employee assigned to a Program is unable to report to the Program Site, a replacement will be assigned.
 - B. Each participant shall have a Program employee who is responsible for the participant and who is aware of the participant's habits, interests, and any special problems as identified by the participant's parent(s) during the registration process.
2. Discipline.

- A. Program employees will implement discipline and guidance in a consistent manner based on the best interests of Program participants.
- B. There must be no cruel, harsh or corporal punishment or treatment used as a method of discipline.
- C. Program employees may use brief, supervised separation from the group if necessary.
- D. As necessary, Program employees will initiate discipline reports to the parent(s) of participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
- E. A sufficient number and/or severe nature of discipline reports as detailed in the Program Manual may result in a participant being suspended or removed from the Program or all Programs.
- F. In instances where there is a danger to participants or employees, offending participants will be removed from the Program Site as soon as possible.

3. Programming.

- A. Program employees will attempt to provide activities for each Program group according to the participants' ages, interests, and abilities. The activities must be appropriate to participants' health, safety, and well-being. The activities also must be flexible and promote the participants' emotional, social, and mental growth.
- B. Program employees will attempt to provide indoor and outdoor time periods that include:
 - (1) alternating active and passive activities;
 - (2) opportunity for individual and group activities, and
 - (3) outdoor time each day weather permits.
- C. Program employees will be attentive and considerate of participants' safety on field trips and during any transportation provided by the Program.
 - (1) During trips, Program employees supervising participants must have immediate access to emergency medical forms and emergency contact information for each participant.
 - (2) Program employees must have a written list of the participants in the Program group and must check the roll frequently.
 - (3) Program employees must have first aid supplies and a guide to first

aid and emergency care available on field trips.

4. Communication.

- A. The Program Site will have a cell phone to allow the Program employees to be contacted by Department recreation employees and vice versa.
- B. The Coordinator will post the following telephone numbers adjacent to a telephone accessible to all Program employees:
 - (1) City ambulance or emergency medical services;
 - (2) City Police Department
 - (3) City Fire Department
 - (4) The Addison Athletic Club front desk; and
 - (5) Numbers at which parents may be reached.

5. Transportation.

- A. Before a participant may be transported to and from City-sponsored activities, a transportation form, completed by the parent of the participant, must be filed with the Coordinator.
- B. First aid supplies and a first aid and emergency care guide will be available in all Program vehicles that transport children.
- C. Program employees will carry a cell phone at all times.

FACILITY STANDARDS

1. Safety.

- A. Program employees will inspect Program Sites daily to detect sanitation and safety concerns that might affect the health and safety of the participants.
- B. Buildings, grounds, and equipment on the Program Site will be inspected, cleaned, repaired, and maintained to protect the health of the participants.
- C. Program equipment and supplies must be safe for the participants' use.
- D. Program employees must have first aid supplies readily available at the Program Site, during transportation to an off-site activity, and for the duration of any off-site activity.

2. Fire.

- A. In case of fire, danger of fire, explosion, or other emergency, Program employees' first priority is to evacuate the participants to a designated safe area.
- B. The Program Site will have an annual fire inspection by the local Fire Marshal, and the resulting report will detail any safety concerns observed. The report will be forwarded to the Assistant Director of Recreation who will review and establish deadlines and criteria for compliance if any deficiencies or concerns are determined to exist.
- C. The Program Site must have at least one fire extinguisher readily available to all Program employees. All Program employees will be trained in the proper use of fire extinguishers.
- D. Fire drills will be initiated at Program Sites based on the following schedule:
 - (1) Summer Camp Program: A fire drill twice during the session.
 - (2) Spring Break Camp Program: A fire drill once during the session.
 - (3) Other Programs: A fire drill at least once during the session.

3. Health.

- A. Illness or Injury.
 - (1) A participant who is considered to be a health or safety concern to other participants or employees will not be admitted to a Program.
 - (2) Illnesses and injuries will be handled in a manner to protect the health of all participants and employees.
 - (3) Program employees will follow plans to provide emergency care for injured participants with symptoms of an acute illness as specified in the Program Manual.
 - (4) Program employees will follow the recommendation of the Texas Department of Health concerning the admission or readmission of any participant after a communicable disease.
- B. Program employees will administer medication (limited only to an epinephrine pen (auto-injector) and an asthma inhaler) to participants only if:
 - (1) Parent(s) complete and sign a medication form provided by the Town (to include, among other things, an indemnity and hold harmless provision, and a waiver and release provision) that provides authorization for Program employees to dispense the

medication, with details as to time and dosages.

- (2) The medication is in its original container labeled with the participant's name, a date, directions, and the physician's name. Program employees will administer the medication only as stated on the label. Program employees will not administer medication after the medication's expiration date.

Program employees will not administer any other medication.

C. Toilet Facilities.

- (1) The Program Site will have inside toilets located and equipped so participants can use them independently and Program employees can supervise as needed.
- (2) An appropriate and adequate number of lavatories will be provided.

D. Sanitation.

- (1) The Program facilities will have adequate light, ventilation, and heat.
- (2) The Program will have an adequate supply of water meeting the standards of the Texas Department of Health for drinking water and ensure that it will be supplied to the participants in a safe and sanitary manner.
- (3) Program employees will see that garbage is removed from buildings daily.

Council Meeting

5.

Meeting Date: 04/26/2022

Department: Development Services

AGENDA CAPTION:

Present, Discuss, and Consider Action on an **Ordinance Granting a Meritorious Exception to Chapter 62 of the Code of Ordinances for Pokeworks, a Restaurant Located at 3719 Belt Line Road, in order to Exceed the Maximum Letter and Logo Height for Attached Signs.** Case MR2022-05/Pokeworks.

BACKGROUND:

Pokéworks is a Hawaiian-inspired fast casual restaurant that has grown to be one of the largest and fastest growing poke brands in the nation with locations across the country, including several locations in the Dallas-Fort Worth Metroplex. Pokéworks received SUP approval from the Town in November 2021 for a tenant space located within the Addison Plaza shopping center, which is located on the north side of Belt Line Road, 700 feet east of Marsh Lane. Pokéworks intends to open for business in Addison following the installation of project signage.

During the review of the sign permit application for this new facility, staff determined that a proposed attached wall sign facing towards Belt Line Road did not comply with the Town's sign code requirements for letter and logo height. For building frontages within 100 – 150 feet of the street, the Town's sign code limits attached wall sign letter/logo height to 24 inches, with up to 50 percent of the letters and logos not to exceed 25 percent of the maximum (30 inches). This sign includes a logo and 9 letters, with the 45 inch tall logo and "P" not complying with the Town's letter and logo height standard. All other components of the proposed sign comply with Town standards.

After consideration of compliance with the Town's sign code, Pokéworks elected to pursue a Meritorious Exception. Pokéworks is requesting an exception to exceed the maximum 30 inch letter and logo height by 19 inches for their logo and the "P" in their brand. Pokéworks is pursuing a Meritorious Exception to the sign code in accordance with the code provisions stated below:

Town of Addison Code of Ordinances, Chapter 62 (Signs)

Section 62-33. – Meritorious exceptions.

(d)(3) The council may consider appeals on the basis that such regulations and/or standards will, by reason of exceptional

circumstances or surroundings, constitute a practical difficulty or unnecessary hardship or on the basis that the proposed improvement although falling under the definition of a "sign," constitutes art that makes a positive contribution to the visual environment.

Pokéworks believes this request should be approved because the scaling of their trademarked sign would result in the remainder of the cursive text on the sign to appear very small from the street. For example, If the logo and "P" were reduced from 39 inches to 30 inches, a similar reduction in scale in lower case letters would result in a typical letter height of approximately 12 inches for those elements of the sign copy. Additionally, Pokéworks believes their proposed sign is consistent in scale with other signage in the Addison Plaza shopping center.

Staff disagrees with the applicant's contention that this proposal is consistent with the prevailing size of attached sign lettering and logos in the Addison Plaza shopping center. Staff does believe that the proposed exception request is driven by the Pokéworks brand style, as enforcing the code as written would result in an awkwardly sized sign that is difficult for Belt Line Road commuters to read. The proposed request meets the "hardship" criteria of the sign code and should be approved.

RECOMMENDATION:

Administration recommends approval.

Attachments

Presentation - Meritorious Exception for Pokeworks

Ordinance - Meritorious Exception for Pokeworks

Plans - Meritorious Exception for Pokeworks

**Pokeworks
Meritorious Exception
(MR2022-05)**

The logo for ADDISON, featuring the word "ADDISON" in a bold, blue, sans-serif font centered within a white circle. The circle is set against a blue background that is part of a larger graphic design on the right side of the slide, which includes a white circle and a grey triangle.

Case MR2022-05 Pokeworks

ADDISON

LOCATION:

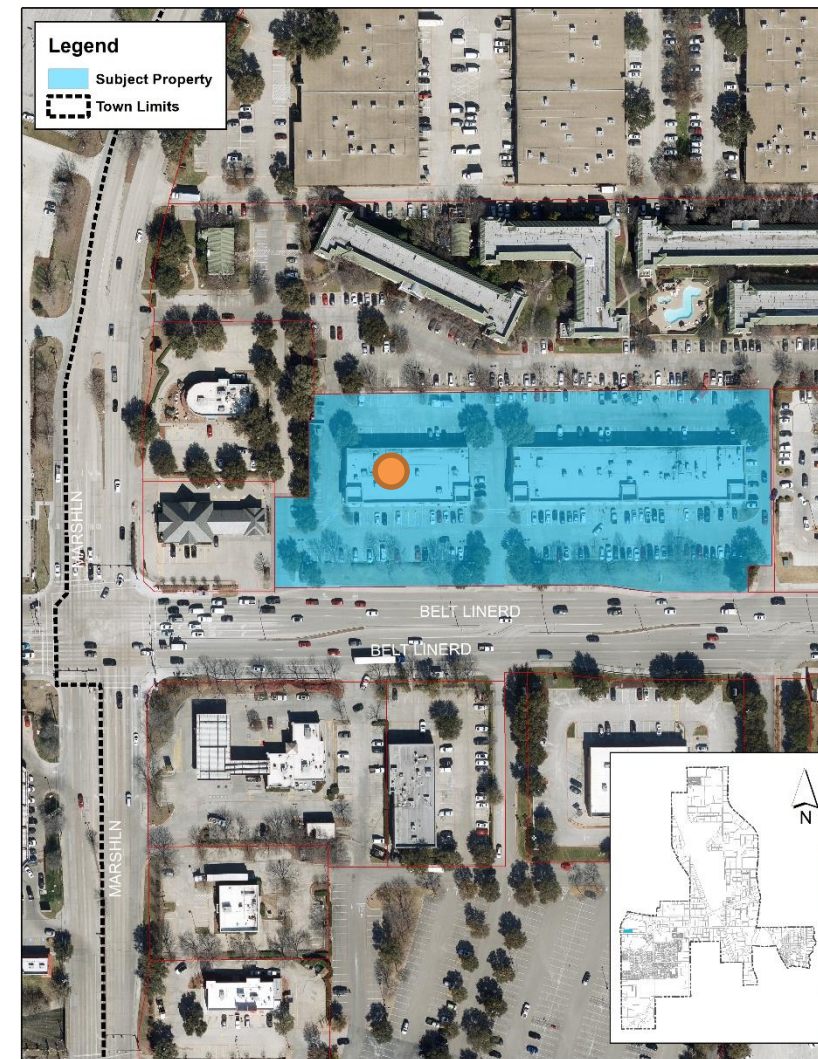
3719 Belt Line Road

REQUEST:

Approval of a Meritorious Exception for an attached sign for Pokeworks.

ACTION REQUIRED:

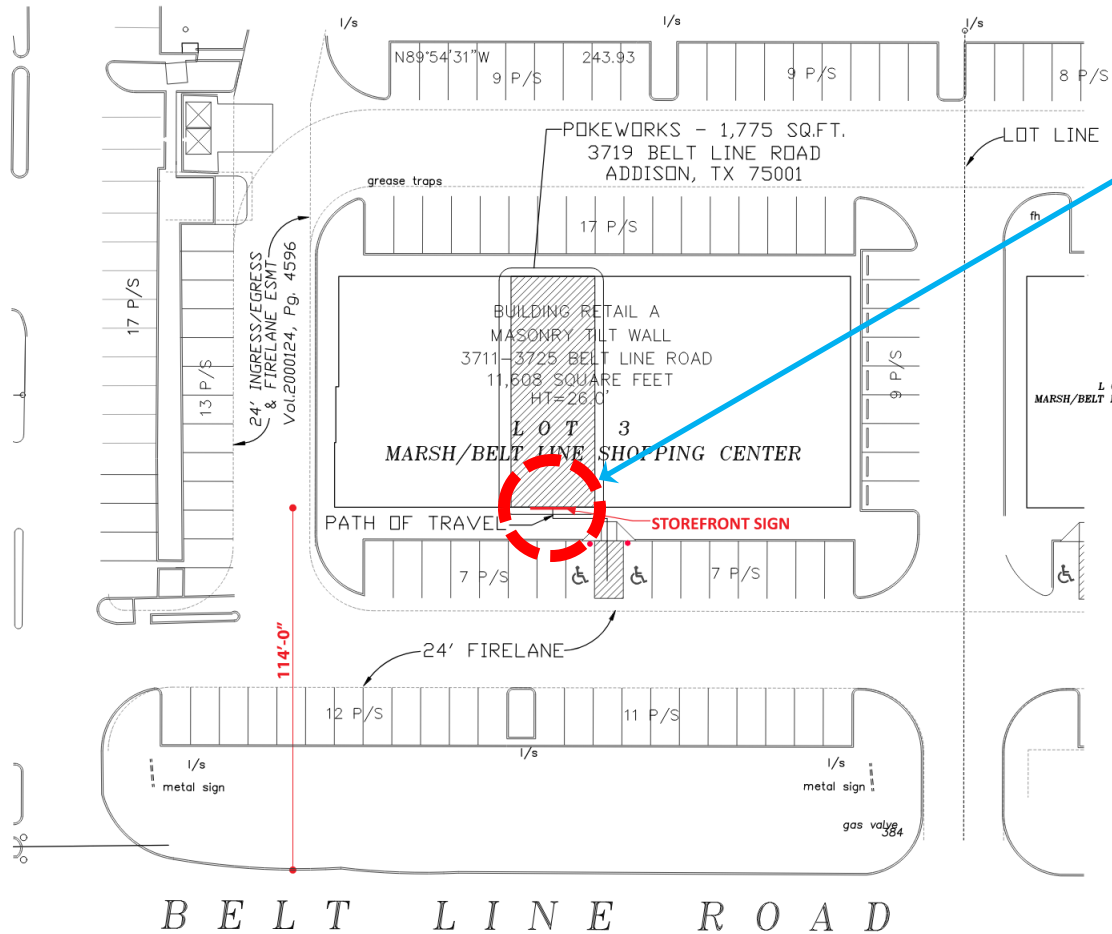
Discuss and consider action on the appropriateness of the proposed sign code meritorious exception request.



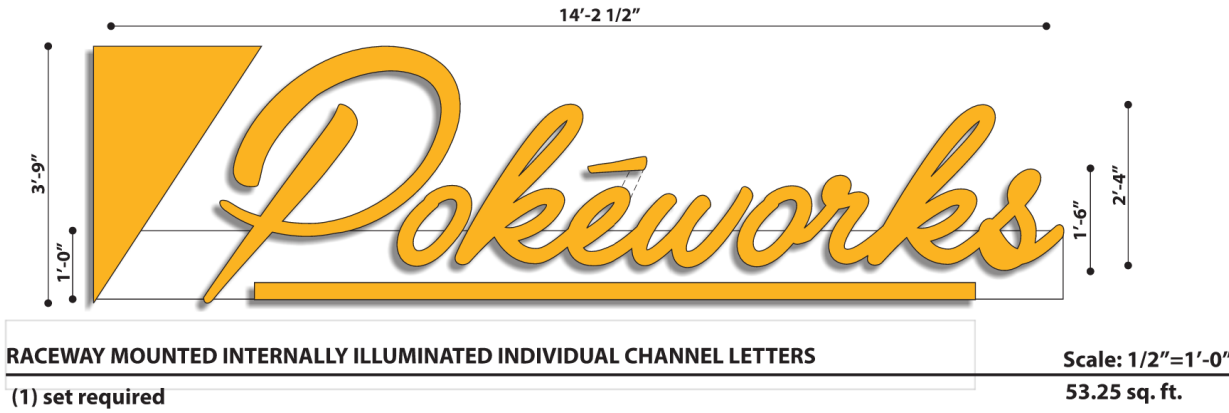
Case MR2022-05 Pokeworks



Attached Sign Location

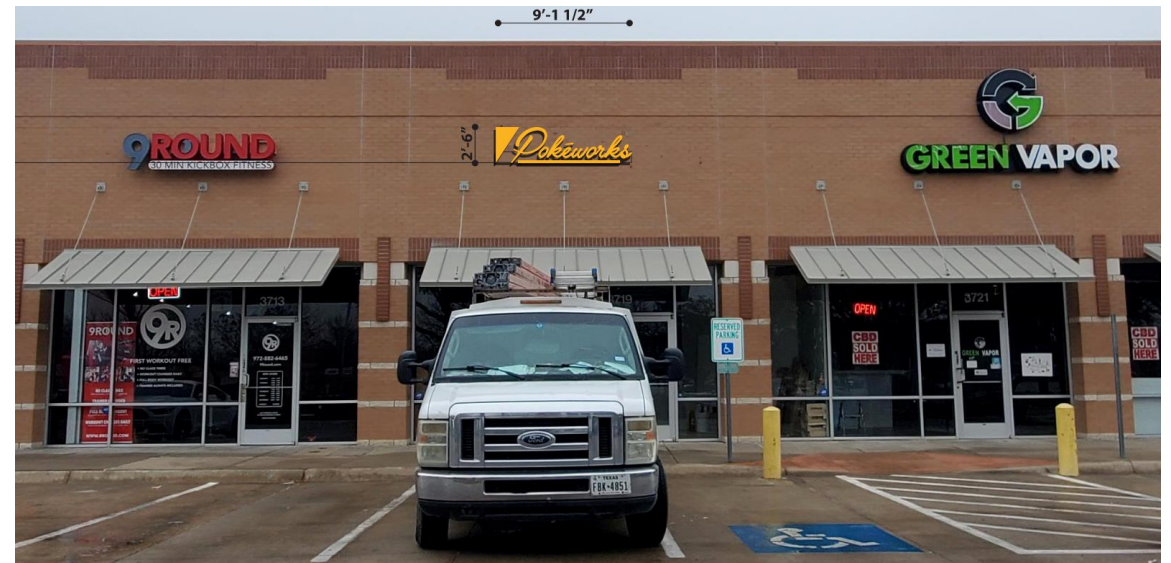


Setback 114' from Belt Line Road



SIGN CODE COMPLIANCE ISSUES

- Maximum letter and logo height for attached signs located 100 – 150 feet from a street
 - 24 inches, with no more than 50 percent of the letters or logos permitted to be up to 30 inches in height
- Applicant Justification:
 - Lettering appears too small for the Pokeworks brand and the proposed sign is consistent with other signs in the Addison Plaza shopping center



Case MR2022-05 Pokeworks

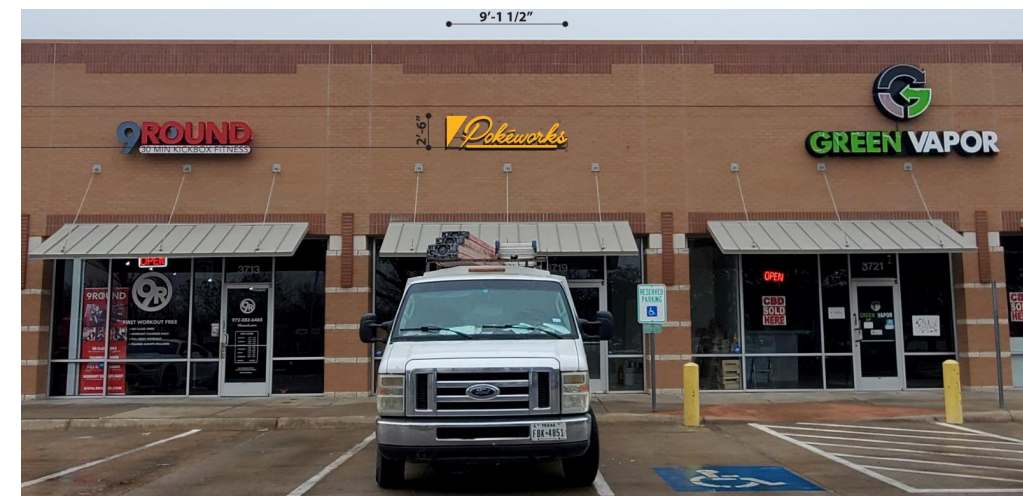
ADDISON

MERITORIOUS EXCEPTION CRITERIA:

The council may consider appeals on the basis that such regulations and/or standards will, by reason of exceptional circumstances or surroundings, constitute a practical difficulty or unnecessary hardship or on the basis that the proposed improvement although falling under the definition of a "sign," constitutes art that makes a positive contribution to the visual environment.

Proposal does meet hardship criteria

- Strict application of the sign code would result in a much smaller logo and lettering, and a sign that would be disproportionate to the size of the façade and facility.



RECOMMENDATION:

Staff recommends **approval of the request.**

The proposed exception is driven by the Pokéworks brand style, as enforcing the code as written would result in an awkwardly sized sign that is difficult for Belt Line Road commuters to read.

The proposed request meets the “hardship” criteria of the sign code and should be approved.

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS, GRANTING A MERITORIOUS EXCEPTION TO CHAPTER 62 OF THE CODE OF ORDINANCES FOR POKÉWORKS, A RESTAURANT LOCATED AT 3719 BELT LINE ROAD, TO EXCEED THE MAXIMUM ALLOWABLE LETTER AND LOGO HEIGHT FOR AN ATTACHED SIGN; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED AND NO/100 DOLLARS (\$500.00) FOR EACH OFFENSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 62 of the Code of Ordinances regulates signage in the Town of Addison; and

WHEREAS, Section 62-33 permits the City Council to approve exceptions to provisions of Chapter 62 in cases that have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment; and

WHEREAS, the City Council has determined that the grant of the meritorious exception contained herein is in the best interest of the public and promotes the visual environment of the Town.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. The recitals and findings set forth above are hereby found to be true and correct and incorporated as if fully set forth herein.

SECTION 2. A meritorious exception to Chapter 62 of the Code of Ordinances is hereby granted to the applicant permitting signage to be erected on the Property as depicted in **Exhibit A**, which exceeds the maximum allowable letter and logo height for attached signs under Chapter 62 by 19 inches, for both the logo and the “P” in the company brand. Except as permitted herein, all other signage on the Property shall comply with Chapter 62 of the Code of Ordinances.

SECTION 3. Any person, firm, corporation, or other business entity violating any of the provisions or terms of this Ordinance shall, in accordance with Section 62-35 of the Town of Addison Code of Ordinance, be fined, upon conviction, in an amount of not more than Five Hundred and No/100 Dollars (\$500.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

SECTION 4. This Ordinance shall become effective from and after its passage and approval and after publication as may be required by law or by the City Charter or ordinance.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas, on this the 26TH day of APRIL 2022.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Parker, City Secretary

City Attorney

EXHIBIT A

PROPOSED

RACEWAY MOUNTED INTERNALLY ILLUMINATED INDIVIDUAL CHANNEL LETTERS
 (1) set required

Scale: 1/2"=1'-0"
 53.25 sq. ft.

25'-0" LEASE LENGTH

Approx. Scale: 1/8"=1'-0"

FACE CHANNEL LETTER SECTION W/ RACEWAY

SCALE: 3/4"=1'-0"

STORFRONT ELEVATION

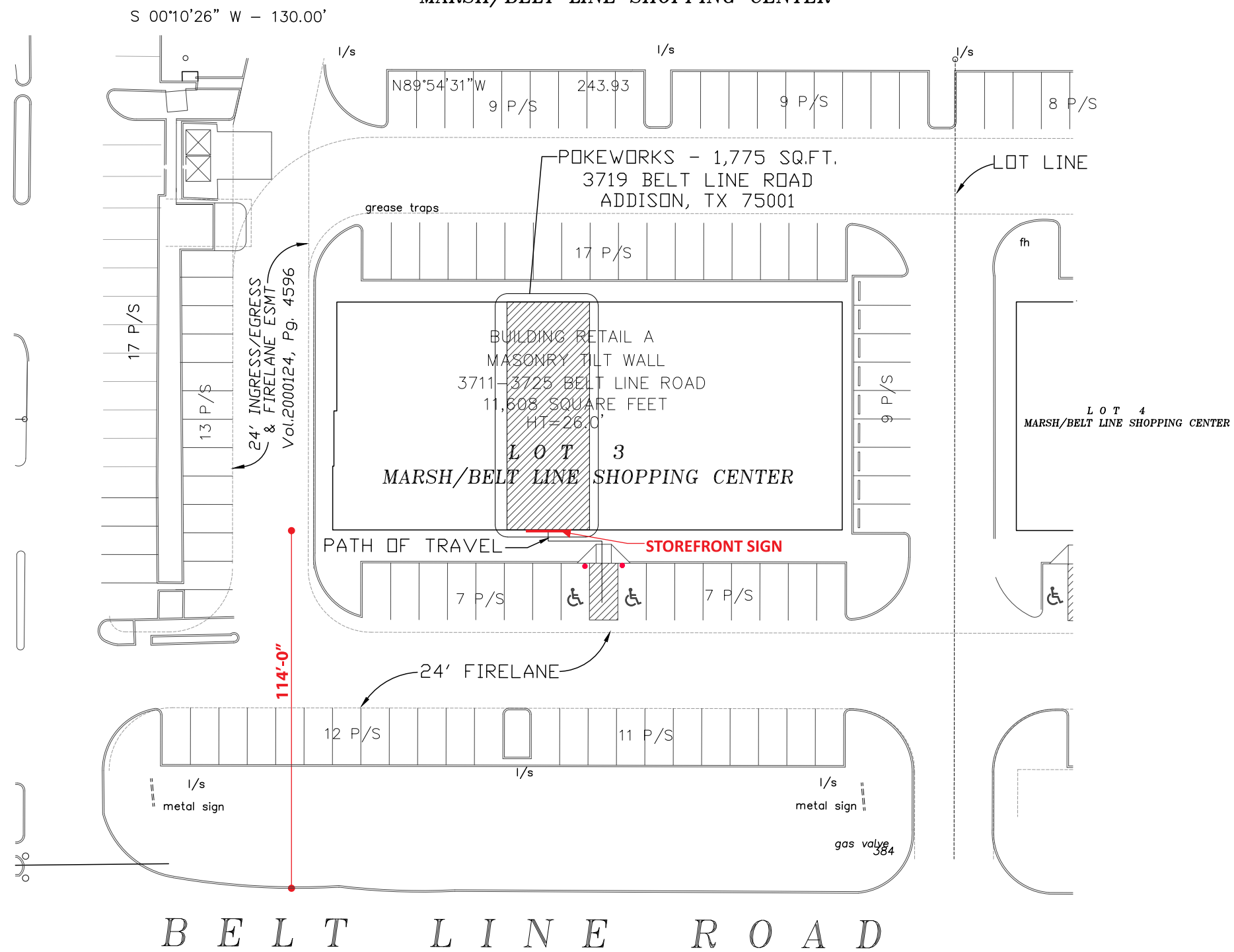
Customer: Pokeworks	Description: Exterior wall sign.
Project No.:	Scale: VARIES
Date: 1-12-22	Drawn By: TD
Location & Site No: ADDISON, TX	Revised:
Revised:	Revised:

Customer Approval: Graphics and colors on the will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy.

CUSTOMER SIGNATURE: _____ DATE: _____

TOWN/CITY SIGNATURE: _____ DATE: _____ PAGE: 1

**LOT 1
MARSH/BELT LINE SHOPPING CENTER**

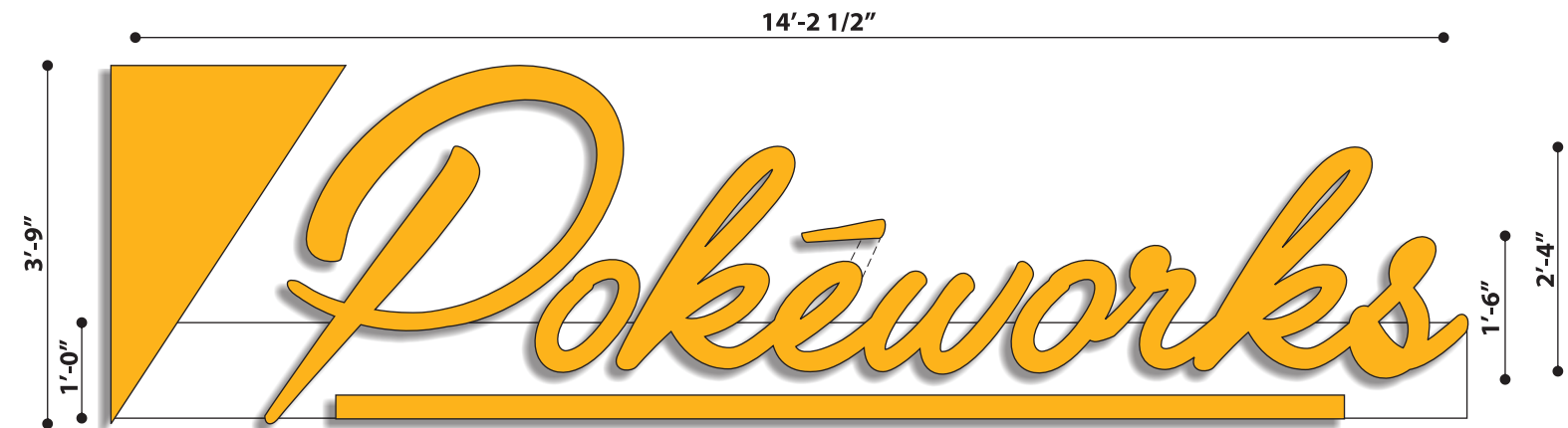


Customer: Pokeworks	
Project No:	Scale: VARIES
Date: 1-12-22	Drawn By: TD
Location & Site No: ADDISON, TX	

Description: Exterior wall sign.
Revised: 3-25-22 - Chg'd size per city code.
Revised:

Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy.	
CUSTOMER SIGNATURE _____	DATE _____
LANDLORD SIGNATURE _____	DATE _____

PROPOSED



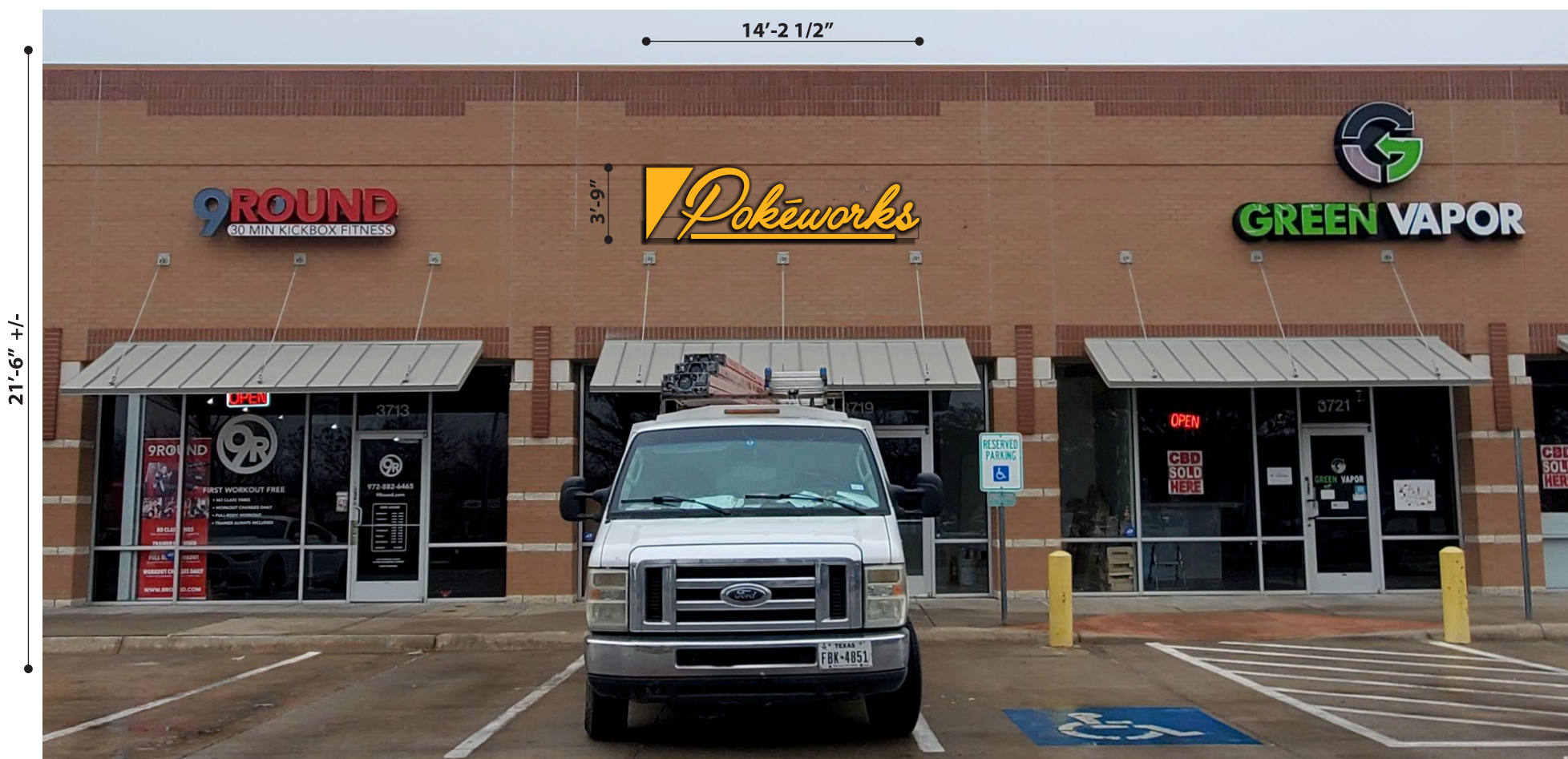
RACEWAY MOUNTED INTERNALLY ILLUMINATED INDIVIDUAL CHANNEL LETTERS

(1) set required

Scale: 1/2"=1'-0"

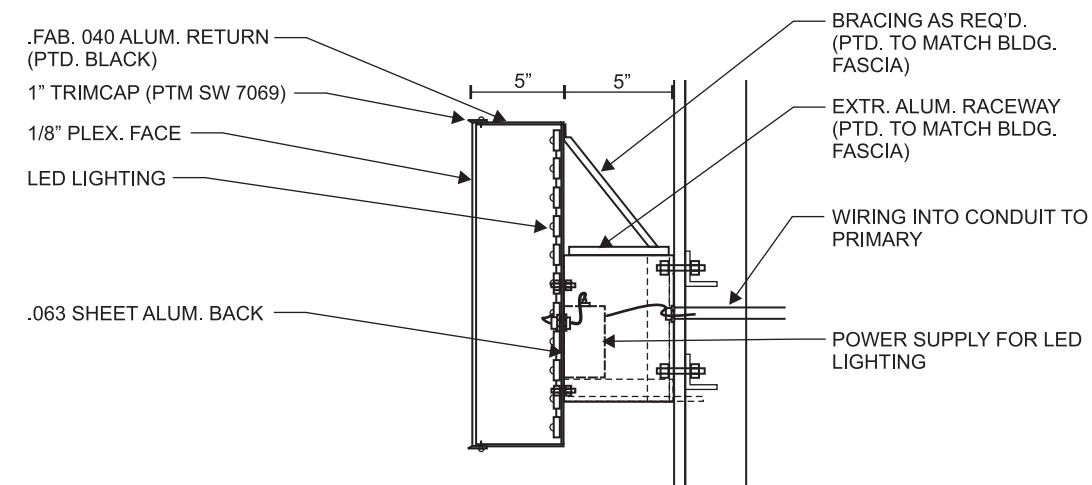
53.25 sq. ft.

25'-0" LEASE LENGTH



STOREFRONT ELEVATION

Approx. Scale: 1/8"=1'-0"



FACE CHANNEL LETTER SECTION W/ RACEWAY

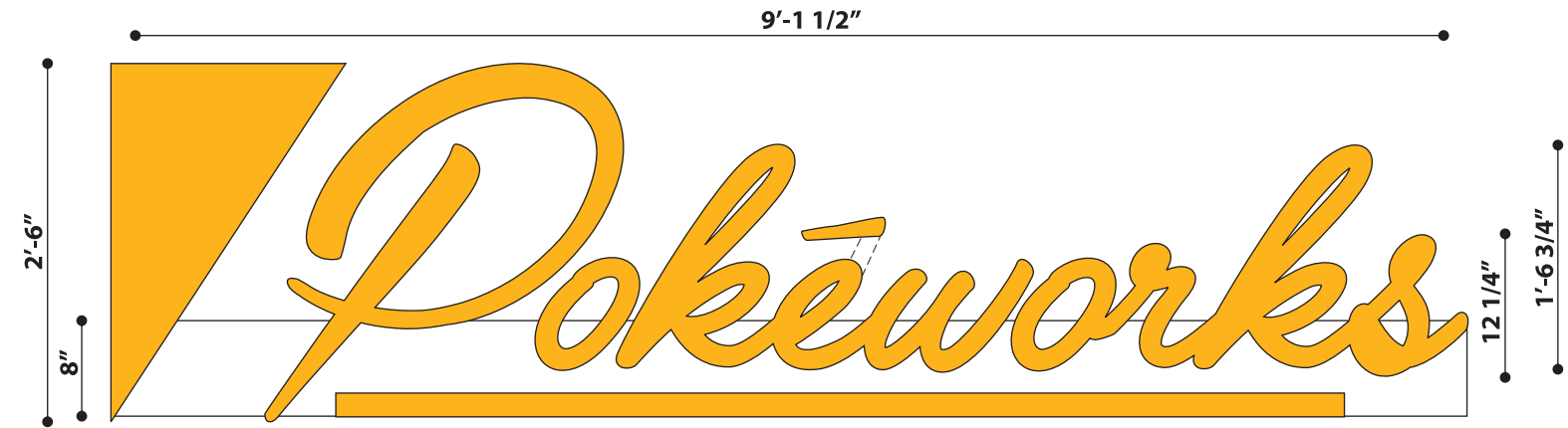
SCALE: 3/4"=1'-0"

Customer: Pokeworks	
Project No:	Scale: VARIES
Date: 1-12-22	Drawn By: TD
Location & Site No: ADDISON, TX	

Description: Exterior wall sign.	
Revised:	
Revised:	

Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy.	
CUSTOMER SIGNATURE _____	DATE _____
LANDLORD SIGNATURE _____	DATE _____

APPROVED AT CURRENT GUIDELINES



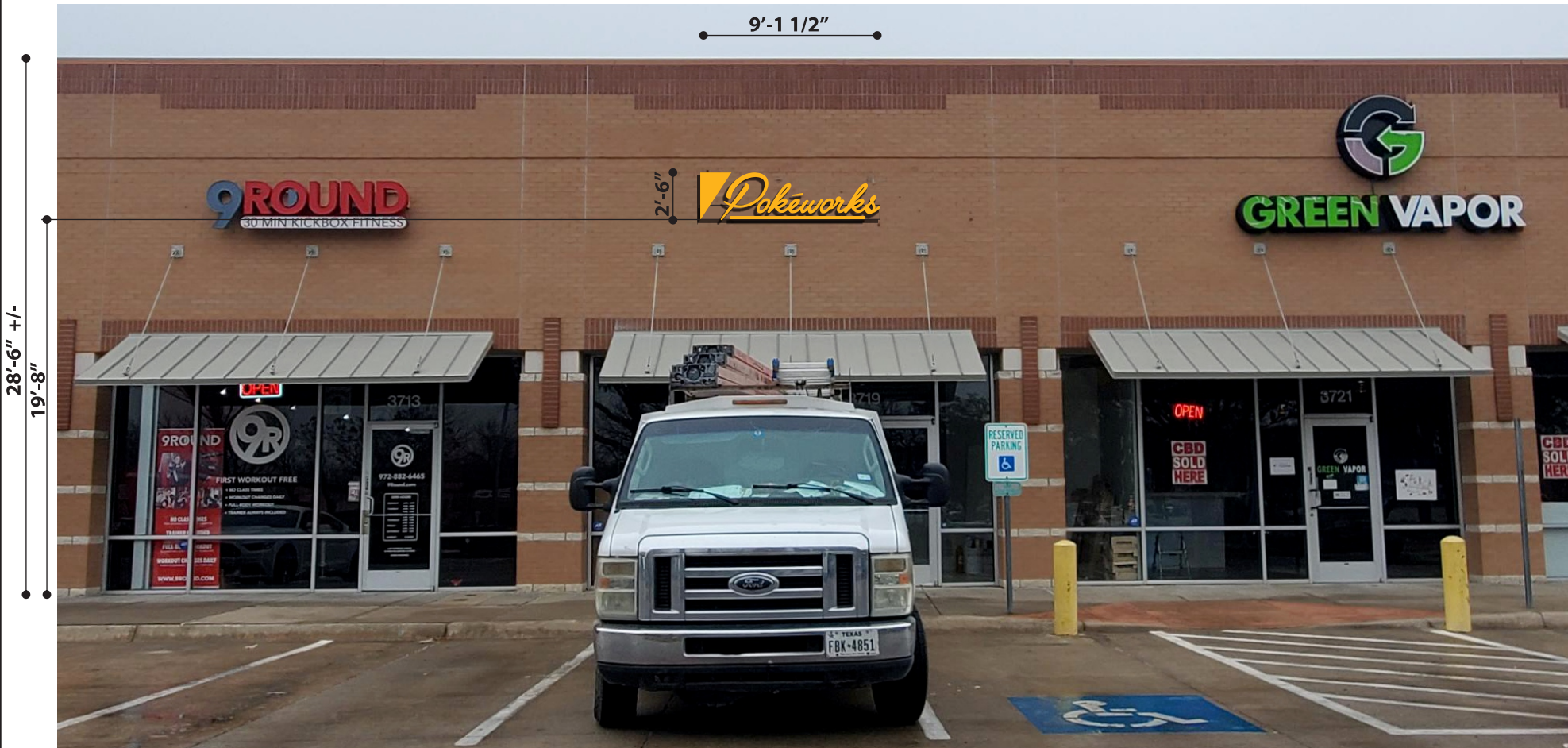
RACEWAY MOUNTED INTERNALLY ILLUMINATED INDIVIDUAL CHANNEL LETTERS

(1) set required

Scale: 3/4"=1'-0"

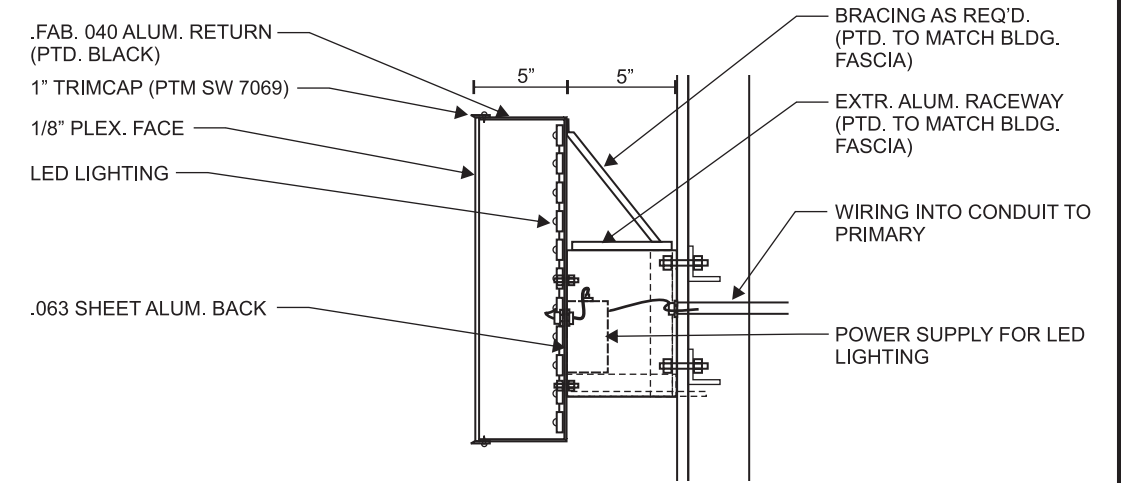
22.81 sq. ft.

25'-0" LEASE LENGTH



STOREFRONT ELEVATION

Approx. Scale: 1/8"=1'-0"



FACE CHANNEL LETTER SECTION W/ RACEWAY

SCALE: 3/4"=1'-0"

Customer: Pokeworks	
Project No:	Scale: VARIES
Date: 1-12-22	Drawn By: TD
Location & Site No: ADDISON, TX	

Description: Exterior wall sign.
Revised: 3-25-22 - Chg'd size per city code.
Revised:

Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy.	
CUSTOMER SIGNATURE _____	DATE _____
LANDLORD SIGNATURE _____	DATE _____
PAGE: 1	

Council Meeting

6.

Meeting Date: 04/26/2022

Department: Special Events

Pillars: Optimize the Addison Brand

Milestones: Define and promote Addison Identity

AGENDA CAPTION:

Present and Discuss an **Update on Taste Addison 2022.**

BACKGROUND:

Staff will provide an update to the Council on the upcoming Taste Addison event that will take place June 3-4, 2022. The presentation will include information regarding ticketing, an operational overview, entertainment, activities, participating restaurants, and media coverage.

RECOMMENDATION:

Information only. No action required.

Attachments

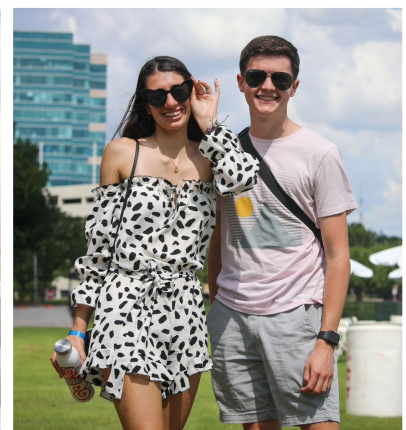
Presentation - Taste Addison 2022

Taste Addison Update

April 26, 2022



ADDISON



JUNE 3-4 • TasteAddisonTexas.com **ADDISON**



Dates and Times

Friday, June 3	6pm – 12am
Saturday, June 4	2pm – 12am

General Admission Tickets

\$15 – Ages 13+

\$5 – Ages 6-12

Free – Ages 0-5



VIP Packages

\$50 – VIP / \$75 – VIP+

Includes admission, 2 drink tickets, 2 Taste Bites, Orangetheory Fitness VIP Lounge with food & drink samples, and Main Stage Viewing Deck. VIP+ includes reserved parking.

Hotel Package

Free with any Addison hotel booking
Includes admission for 4 and a canvas tote bag.

Family Fun & Shopping

ADDISON

■ Family Fun Lawn

- Free craft activities, carnival games and attractions
- Petting zoo, rock climbing wall, and Addison Outdoors activity trailer

■ Marketplace

- Vendor sales for art, jewelry, packaged foods and other artisan items

■ Festival Merch

- Purchase new branded items, including apparel, drinkware, cooling towels and ore.



SEAN PAUL



Stone Temple Pilots



National Acts

candlebox



Living Colour

FRIDAY

Main Stage

Tyler Kinchen & the Right
Pieces
Emerald City All Stars
Sean Paul

Legends Stage

Rockytop
Desperado
Def Legend

SATURDAY

Main Stage

Havana NRG
All Funk Radio Show
Living Colour
Candlebox
Stone Temple Pilots

Legends Stage

Riley Nownes
Barefoot Nation
Pearl Gem
Alaniz
Infinite Journey

Food & Beverage

ADDISON

- 24 Addison establishments participating
 - 19 selling in the park, plus 3 concessionaires
 - 10 sampling in the VIP Lounge
- Extremely diverse cuisine options include Korean, Mongolian, Chinese, Thai, Hawaiian, Brazilian, Mediterranean, Tex-Mex, seafood, BBQ, sweet treats and more!
- Partnering with local breweries and distilleries for festival beverage tents, as well as select national brands



Complimentary Sampling

ADDISON



■ The Grove

- Located near Legends Stage featuring a full-service bar and spirits sampling
- Frankly Organic Vodka and Lockwood Distilling

■ The Garden

- Located on north side of the park featuring beer, wine, and wine-based cocktail sampling
- Four Corners Brewing Co., Cupcake Vineyards, and BuzzBallz
- Sampling hours for both locations run Friday 6-9pm and Saturday 2-7pm for guests 21+ while supplies last

VIP Features

ADDISON

- Single day general admission – Friday or Saturday
- Two beverage tokens, valid at Festival Beverage Booths
- Two Taste Bites, valid at any Restaurant Booth
- Access to Orangetheory Fitness VIP Lounge
 - Private indoor & lawn seating
 - Unlimited packaged snacks and water
 - Periodic sampling by 10 establishments
- Access to the Main Stage Viewing Deck
 - An elevated viewing area in the ellipse
 - Limited capacity; standing room only
- VIP+ includes a reserved parking space steps away from an entry gate





Questions?

Council Meeting

7.

Meeting Date: 04/26/2022

Department: Finance

Pillars: Gold Standard in Financial Health

Milestones: Continue development and implementation of Long Term Financial Plan

AGENDA CAPTION:

Present, Discuss, and Consider Action on an **Ordinance to Amend the Town's Annual Budget for the Fiscal Year Ending September 30, 2022 to Provide Funding for Stone Cottage Repairs, Metrocrest Services Facility Contributions, Contractual Services for Real Estate Brokerage, Tree Plantings, Consulting Services for the Texas Ambulance Supplemental Payment Program, 2022 General Obligation Refunding Bonds, and Prior Year Encumbrances.**

BACKGROUND:

The Fiscal Year (FY) 2022 budget was adopted by Council on September 14, 2021. This is the first amendment for the FY 2022 Town of Addison annual budget.

Each year, Finance staff reviews the budget to determine which items should be recognized with formal budget amendments. When budget variances occur that are outside of the authority of the City Manager these adjustments are presented to the Council in the form of a budget amendment.

During FY 2021 the Town received insurance proceeds related to damage incurred due to Winter Storm Uri. Insurance proceeds in the amount of \$41,875 were recorded in the General Fund related to damage that occurred at the Stone Cottage. This amendment requests to transfer those funds from the General Fund to the Hotel Fund, offset by an increase of \$41,875 in sales tax. Additionally, this amendment proposes recognizing insurance proceeds for the damage to the Stone Cottage that have been received in FY 2022 in the amount of \$14,444 as well as the capital repairs at the Stone Cottage in the amount of \$56,319 from the Hotel Fund.

An amendment is needed in the Self-Funded Projects Fund for prior year encumbrances for lighting improvements at Celestial Park (\$25,000), Addison Athletic Club Design (\$16,000), and (\$215,000) for the following: Sam's Club Special Area Study, Unified Development Code, DART engineering review, and Addison Circle Redevelopment. An amendment is also needed in the

Self-Funded Projects Fund for contributions to Metrocrest Services facility campaign (approved by Council on January 11, 2022) in the amount of \$120,000, consulting services in the amount of \$60,000 to acquire funding through Texas Ambulance Services Supplemental Payment Program that were received in October 2021, tree plantings in the amount of \$50,000 utilizing tree mitigation funds, and real estate brokerage services from Cushman and Wakefield in the amount of \$200,000 (these services were approved by Council on September 22, 2020).

An amendment is needed in the Debt Service Fund to account for the issuance of the 2022 General Obligation Refunding Bonds. The proposed amendment recognizes \$9,600,000 in proceeds and uses to pay off the refunded bonds. An ordinance authorizing this transaction was approved by Council at the January 11, 2022 meeting. The transaction will generate \$1,003,244 in debt service savings over the next ten years.

The table below illustrates the net impact the proposed budget amendment has on each fund and in total:

Fund	Impact on Budgeted Expenditures	Impact on Budgeted Revenues	Impact on Fund Balance
General Fund	\$41,875	\$41,875	\$-
Hotel Fund	\$56,319	\$56,319	\$-
Self-Funded Projects Fund	\$686,000	\$-	(\$686,000)
Debt Service Fund	\$9,600,000	\$9,600,000	\$-
Total	\$10,384,194	\$9,698,194	(\$686,000)

The attachments reflect the proposed budget changes by fund in the Ordinance and budget amendment summary.

RECOMMENDATION:

Administration recommends approval.

Attachments

Presentation - Fiscal Year 2022 Mid-Year Budget Amendment

Ordinance - Fiscal Year 2022 Mid-Year Budget Amendment

Fiscal Year 2022 Mid-Year Budget Amendment

ADDISON

April 26, 2022

Budget Amendment Process

Regular amendments are an accepted practice:

- Represents active monitoring and management of fiscal affairs
- Mitigates impact of changes in circumstances
- Transparency

Town's budget amendment policy:

- Transfers between accounts in a department with approval of Chief Financial Officer (CFO)
- Transfers between departments of less than 5% change with approval of City Manager
- Transfers between funds or more than 5% change must be approved by City Council

Revenues

Sales Tax = \$41,875

Expenditures

Transfers to the Hotel Fund = \$41,875

Revenues

Transfers from the
General Fund = \$41,875
Insurance Proceeds =
\$14,444
Total = \$56,319

Expenditures

Capital Outlay = \$56,319

FY2022 Amendments: Self-Funded Projects Fund

ADDISON

Revenues

None

Expenditures

Tree plantings = \$50,000

Professional Services = \$60,000

Metrocrest Services = \$120,000

Design Addison Athletic Club = \$16,000

Celestial Park Lighting = \$25,000

Real Estate Brokerage = \$200,000

Development Contracts = \$215,000

Total = \$686,000

Revenues

Bond Proceeds =
\$9,600,000

Expenditures

Refunding Costs = \$9,600,000

FY2022 Amendment: Grand Totals

Fund	Impact on Budgeted Expenditures	Impact on Budgeted Revenues	Impact on Fund Balances
General Fund	\$41,875	\$41,875	\$-
Hotel Fund	\$56,319	\$56,319	\$-
Self-Funded Special Projects	\$686,000	\$-	(\$686,000)
Debt Service Fund	\$9,600,000	\$9,600,000	\$-
Total	\$10,384,194	\$9,698,194	(\$686,000)

Questions?

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2022 TO PROVIDE FUNDING FOR STONE COTTAGE REPAIRS; METROCREST SERVICES FACILITY CONTRIBUTIONS; CONTRACTUAL SERVICES FOR REAL ESTATE BROKERAGE; TREE PLANTINGS; CONSULTING SERVICES FOR THE TEXAS AMBULANCE SUPPLEMENTAL PAYMENT PROGRAM, 2022 GENERAL OBLIGATION REFUNDING BONDS; AND PRIOR YEAR ENCUMBRANCES; PROVIDING THAT EXPENDITURES SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET AS AMENDED; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 14, 2021, the City Council of the Town of Addison, Texas (the “City”) adopted a budget for the City for the fiscal year beginning October 1, 2021 and ending September 30, 2022 as set forth in City Ordinance No. 021-30; and

WHEREAS, Section 5.08 of the City Charter provides that the budget may be amended or changed, under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, to provide for any additional expense in which the general welfare of the citizenry is involved, that such amendments shall be by Ordinance, and that they shall become an attachment to the original budget; and

WHEREAS, Section 102.010 of the Texas Local Government Code authorizes the City Council to make changes in the adopted budget for municipal purposes, and the changes to the budget made herein are for municipal purposes; and

WHEREAS, the amendments to the City’s 2021-2022 budget made herein are as a result of conditions that have arisen and could not reasonably have been foreseen in the normal process of planning the budget, provide for additional expenses in which the general welfare of the citizenry is involved, and the City Council finds that the amendments provided for herein are of a serious public necessity and an urgent need for the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. The above and foregoing recitals are true and correct and are incorporated herein and made a part of this Ordinance.

SECTION 2. In accordance with Section 5.08 of the City Charter, City Ordinance No. 021-30 adopting the 2021-22 annual budget, is hereby amended to: (a) allocate \$41,875 from the General Fund to transfer to the Hotel Fund for prior year insurance proceeds from winter storm damage to the Stone Cottage which is offset by an increase of \$41,875 in Sales Tax revenue; (b) allocate \$56,319 from the Hotel Fund for repairs to the Stone Cottage due to winter storm damage offset by insurance proceeds of \$14,444 and transfers from the General Fund of prior year insurance proceeds received for the Stone Cottage; (c) allocate \$686,000 from the Self-Funded

Projects Fund for tree planting (\$50,000) utilizing tree mitigation funds, professional services (\$60,000) used to acquire funds from Texas Ambulance Supplemental Payment Program utilizing those same funds, a \$120,000 contribution to Metrocrest Services for a new facility, \$200,000 for real estate brokerage services for the transit-oriented development, and prior year encumbrances for Addison Athletic Club Improvements Design (\$16,000), lighting improvements at Celestial Park (\$25,000), and \$215,000 for the Sam’s Club Special Area Study, Unified Development Code, DART engineering review, and Addison Circle redevelopment; and (d) allocate \$9,600,000 from the Debt Service Fund for the 2022 General Obligation Refunding Bonds offset by bond proceeds from the same transaction in the amount of \$9,600,000 all as detailed on **EXHIBIT A**, attached hereto and incorporated herein.

SECTION 3. This Ordinance shall take effect upon its passage and approval.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas on this **26th** day of **APRIL** 2022.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Parker, City Secretary

Whitt Wyatt, City Attorney

EXHIBIT A

TOWN OF ADDISON GENERAL FUND BY CATEGORY FY2021-22

	Adopted Budget 2021-22	Amendment 2021-22	Revised Budget 2021-22
BEGINNING BALANCES	\$ 20,149,761	\$ 93,914	\$ 20,243,675
REVENUES:			
Ad valorem Taxes	\$ 20,037,826	\$ -	\$ 20,037,826
Non-Property Taxes	14,900,000	41,875	14,941,875
Franchise Fees	2,105,000	-	2,105,000
Licenses and Permits	1,090,000	-	1,090,000
Service Fees	2,018,070	-	2,018,070
Fines and Penalties	245,000	-	245,000
Rental Income	8,000	-	8,000
Interest and Other Income	356,000	-	356,000
TOTAL OPERATIONAL REVENUE	<u>\$ 40,759,896</u>	<u>\$ 41,875</u>	<u>\$ 40,801,771</u>
TOTAL REVENUES	<u>\$ 40,759,896</u>	<u>\$ 41,875</u>	<u>\$ 40,801,771</u>
TOTAL AVAILABLE RESOURCES	<u>\$ 60,909,657</u>	<u>\$ 41,875</u>	<u>\$ 61,045,446</u>
EXPENDITURES:			
Personnel Services	\$ 26,469,624	\$ -	\$ 26,469,624
Supplies	1,437,825	-	1,437,825
Maintenance	3,576,374	-	3,576,374
Contractual Services	7,839,299	-	7,839,299
Capital Replacement / Lease	1,301,511	-	1,301,511
Capital Outlay	107,363	-	107,363
TOTAL OPERATIONAL EXPENDITURES	<u>\$ 40,731,996</u>	<u>\$ -</u>	<u>\$ 40,731,996</u>
Transfer to Hotel Fund	-	41,875	41,875
TOTAL EXPENDITURES	<u>\$ 40,731,996</u>	<u>\$ -</u>	<u>\$ 40,773,871</u>
ENDING FUND BALANCES	<u>\$ 20,177,661</u>	<u>\$ 41,875</u>	<u>\$ 20,271,575</u>
Fund Balance Percentage	49.5%		49.8%

EXHIBIT A

TOWN OF ADDISON SELF-FUNDED PROJECT FUND FY2021-22

	Adopted Budget 2021-22	Amendment 2021-22	Revised Budget 2021-22
BEGINNING BALANCES	\$ 3,011,548	\$ 1,889,842	4,901,390
Transfers from other funds	-		-
TOTAL REVENUES	\$ -	\$ -	\$ -
TOTAL AVAILABLE RESOURCES	\$ 3,011,548	\$ 1,889,842	\$ 4,901,390
EXPENDITURES:			
Supplies	\$ 31,800	\$ 25,000	\$ 56,800
Maintenance	26,000	50,000	76,000
Contractual Services	393,000	595,000	988,000
Capital Outlay	255,715	16,000	271,715
TOTAL OPERATIONAL EXPENDITURES	\$ 706,515	\$ 686,000	\$ 1,392,515
TOTAL EXPENDITURES	\$ 706,515	\$ 686,000	\$ 1,392,515
ENDING FUND BALANCES	\$ 2,305,033	\$ 1,203,842	\$ 3,508,875

EXHIBIT A

TOWN OF ADDISON HOTEL FUND FY2021-22

	Adopted Budget 2021-22	Amendment 2021-22	Revised Budget 2021-22
BEGINNING BALANCES	\$ 2,783,500	\$ (72,900)	\$ 2,710,600
REVENUES:			
Non-Property Taxes	\$ 4,155,000	\$ -	\$ 4,155,000
Service Fees	1,155,500	-	1,155,500
Rental Income	85,000	-	85,000
Intergovernmental - Federal	2,014,736	-	2,014,736
Interest and Other Income	10,100	14,444	24,544
TOTAL OPERATIONAL REVENUE	<u>\$ 7,420,336</u>	<u>\$ 14,444</u>	<u>\$ 7,434,780</u>
Transfers from other funds	-	41,875	41,875
TOTAL REVENUES	<u>\$ 7,420,336</u>	<u>\$ 56,319</u>	<u>\$ 7,476,655</u>
TOTAL AVAILABLE RESOURCES	<u>\$ 10,203,836</u>	<u>\$ (16,581)</u>	<u>\$ 10,187,255</u>
EXPENDITURES:			
Personnel Services	\$ 1,257,905	\$ -	\$ 1,257,905
Supplies	57,005	-	57,005
Maintenance	341,543	-	341,543
Contractual Services	3,786,812	-	3,786,812
Capital Replacement / Lease	130,568	-	130,568
Capital Outlay	-	56,319	56,319
TOTAL OPERATIONAL EXPENDITURES	<u>\$ 5,573,833</u>	<u>\$ 56,319</u>	<u>\$ 5,630,152</u>
Transfer to Economic Development Fund	384,000	-	384,000
TOTAL EXPENDITURES	<u>\$ 5,957,833</u>	<u>\$ 56,319</u>	<u>\$ 6,014,152</u>
ENDING FUND BALANCES	<u>\$ 4,246,003</u>	<u>\$ (72,900)</u>	<u>\$ 4,173,103</u>
Fund Balance Percentage	76.2%		74.1%

EXHIBIT A

TOWN OF ADDISON GENERAL OBLIGATION DEBT SERVICE FUND FY2021-22

	<u>Adopted Budget</u> 2021-22	<u>Amendment</u> 2021-22	<u>Revised Budget</u> 2021-22
BEGINNING BALANCES	\$ 402,070	\$ 171,341	\$ 573,411
REVENUES:			
Ad valorem Taxes	\$ 8,500,108	\$ -	\$ 8,500,108
Interest and Other Income	2,500	-	2,500
TOTAL OPERATIONAL REVENUE	<u>\$ 8,502,608</u>	<u>\$ -</u>	<u>\$ 8,502,608</u>
OTHER SOURCES:			
Bond Proceeds	-	9,600,000	9,600,000
TOTAL REVENUES	<u>\$ 8,502,608</u>	<u>\$ 9,600,000</u>	<u>\$ 18,102,608</u>
EXPENDITURES:			
Contractual Services	5,000	-	5,000
Debt Service	8,495,186	-	8,495,186
TOTAL OPERATIONAL EXPENDITURES	<u>\$ 8,500,186</u>	<u>\$ -</u>	<u>\$ 8,500,186</u>
OTHER USES:			
Refunding Cost	-	9,600,000	9,600,000
TOTAL EXPENDITURES	<u>\$ 8,500,186</u>	<u>\$ 9,600,000</u>	<u>\$ 18,100,186</u>
ENDING FUND BALANCES	<u>\$ 404,492</u>	<u>\$ 171,341</u>	<u>\$ 575,833</u>
Fund Balance Percentage	4.8%		6.8%