

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

April 26, 2022

**6:45 p.m. 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 26, 2022, 2022, at the Addison TreeHouse with a quorum of the City Council physically present. 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 Marlin Willesen; Council Member Kathryn Wheeler

Absent: Council Member Lori Ward

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

Pledge of Allegiance: Mayor Chow led the Pledge of Allegiance

WORK SESSION

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

Ken Schmidt, Director of Development Services, presented this item. He reviewed that in April 2021, the City Council approved a professional services agreement for a planning consultant and appointed a 17 member project advisory committee to complete the Sam's Club Special Area Study. The duties of the advisory committee were reviewed.

Mr. Schmidt advised that the study of this area began in 2014, in accordance with the 2013 Comprehensive Plan. At that time, the City Council chose to study an area of land generally 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 the 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. The entire study area consists of approximately 79 acres of land with 15 property owners. A map of the area was provided.

Mr. Schmidt advised that 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 desire for additional discussion and refinement of the direction of the study. The committee was 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 more open-ended dialogue of the study area. This 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.

Mr. Schmidt reviewed the overall objectives for the Study and provided an overview of the design principles. Policies included in the Draft outline Land Use, Housing, Neighborhood Compatibility, Mobility and Connectivity, Trails and Open Space, and Placemaking. A map for Physical Development Framework was reviewed that provides further guidance regarding frontage zones, trail connections, and the street grid.

Mr. Schmidt advised that uses for the area should include the following:

- Employment and Service
- Restaurant and Retail
- Social Amenities
- Missing Middle Housing
- Multi-unit Housing

Details of these proposed uses were reviewed.

Mr. Schmidt advised that a 100-foot-wide residential transition zone on the western edge of the study area is recommended and will include a trail. He noted that the Park Master Plan will require a 10-foot trail, landscaping, public art and other pedestrian amenities. Building frontages along Belt Line Road and Midway Road should include buildings of greater scale up to four stories.

Mr. Schmidt requested feedback from the Council on the study and advised that plans are for it to be published on the Town's website in May 2022 for public comment. It will be presented to the Planning and Zoning Commission in the May / June timeframe and then to Council.

Mr. Schmidt briefly discussed that since this is not a master planned project the area should be renamed from Sam's Club and he suggested "South Midway" as an option.

Discussion followed regarding the street alignments, building heights, the proposed trail on the western side, and housing types. Mr. Schmidt advised that the Study is conceptual at this time. Two members of the advisory committee who were present offered responsive comments to the questions voiced by Council.

Several Council members expressed appreciation to the staff and advisory committee members for their commitment to this project.

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

Joel Jenkinson, Airport Director, presented this item. He advised 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. He presented data on revenue, fuel flowage, and aircraft operations (take-offs and landings) including international operations. The Airport's real estate portfolio was reviewed.

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. A grand opening event was held April 19, 2022.

- 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 Atlantic Aviation FBO ground lease was 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. 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.
- 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. Grant details were provided.
- 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).

Mayor Chow offered appreciative comments.

REGULAR MEETING

Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

Public Comment: *The City Council invites citizens to address the City Council on any matter, including items on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing starts. Citizen comments are limited to **three (3) minutes**, unless otherwise required by law. To address the Council, please fill out a **City Council Appearance Card** and submit it to a staff member prior to the Public Comment item on the agenda. The Council is not permitted to take any action or discuss any item not listed on the agenda. The Council may choose to place the item on a future agenda.*

City Secretary Parker advised that no citizens had requested to address the City Council.

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.

MOTION: Council Member Braun moved to approve Consent Agenda Item 3 as submitted. Deputy Mayor Pro Tempore Walden seconded the motion. Motion carried unanimously.

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.**

Pat White, Assistant Director of Recreation, presented this item. He advised that Council approval is required 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 is done after a public hearing. This action is required by 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, including cleaning and sanitation, video monitoring throughout the facility and in all childcare areas, and the day camp restroom policy requires campers to use the single use childcare restroom or upstairs single use restrooms. This prevents campers from utilizing the locker rooms. This policy also requires campers changing into swimsuits to use the outdoor pool restrooms prior to the outdoor pool being open to the general public.

Mayor Chow opened and closed the public hearing with no one wishing to speak

MOTION: Council Member Willeesen moved to approve. Council Member Wheeler seconded the motion. Motion carried unanimously.

Ordinance No. O22-12: Standards of Care for the Town's Youth Recreation Programs for 2022

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.**

Ken Schmidt, Director of Development Services, presented this item. He advised that Pokéworks is a Hawaiian-inspired fast casual restaurant that has 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.

Mr. Schmidt advised that 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.

Mr. Schmidt advised that 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. Images of the sign with the proposed and required height were provided.

Mayor Chow and Council Member Braun spoke in favor of this request.

MOTION: Council Member Braun moved to approve. Council Member Willesen seconded the motion. Motion carried unanimously.

Ordinance No. O22-13: Meritorious Exception, 3719 Belt Line Road, Case MR2022-05/Pokeworks

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

Jasmine Lee, Director of Special Events, presented this item. She advised that Taste Addison 2022 will be held June 3rd from 6 p.m. to 12 a.m. and on June 4th from 2 p.m. to 12 a.m. General admission ticket prices are \$15 for ages 13 and over, and \$5 for children ages 6-12; children under 6 are free. VIP and VIP+, that includes parking, packages are available for \$50 and \$75, respectively. Hotel packages are available.

Ms. Lee advised that activities include the Family Fun Lawn, a Marketplace, and Festival Merchandise. Entertainment headliners include Sean Paul, Candlebox, Living Colour, and Stone Temple Pilots. Other entertainment will be provided as well on the Main Stage and the Legends Stage.

Ms. Lee advised that 19 restaurants and 2 concessionaires will be available, providing diverse cuisine options. Sampling will be available in the VIP Lounge while supplies last. Details for VIP tickets were reviewed. She noted that the Town is partnering with local breweries and distilleries for alcoholic beverages.

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.**

Steven Glickman, Chief Financial Officer, presented this item. He advised that 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. He reviewed that the Town's budget policy states that amendments may be made as follows:

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

Mr. Glickman advised that 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.

Mr. Glickman advised 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).

Mr. Glickman stated that 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.

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

Ordinance No. O22-14: Amend the Town's Annual Budget for the Fiscal Year Ending September 30, 2022

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