



**REGULAR MEETING  
OF THE CITY COUNCIL**

**January 24, 2023**

**ADDISON TREEHOUSE**

**14681 MIDWAY RD. SUITE 200, ADDISON, TX 75001  
6:00 PM EXECUTIVE SESSION & WORK SESSION  
7:30 PM REGULAR MEETING**

Notice is hereby given that the Addison City Council will conduct a Regular Meeting on Tuesday, January 24, 2023 at the Addison TreeHouse. Email comments may be sent to [iparker@addisontx.gov](mailto:iparker@addisontx.gov) by 3:00 pm the day of the meeting. The meeting will be live streamed on Addison's website at [www.addisontexas.net](http://www.addisontexas.net).

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**Call Meeting to Order**

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**Pledge of Allegiance**

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**EXECUTIVE SESSION**

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

Section 551.071, Tex. Gov. Code, to conduct a private consultation with its attorney pertaining to:

- *Bigelow Arizona TX-344, Limited Partnership D/B/A Suites of America and/or Budget Suites of America v. Town of Addison, Cause No. DC-19-09630, 191<sup>st</sup> Judicial District, Dallas County District Court.*

Reconvene in to 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.

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## WORK SESSION

1. Present and Discuss **Public Works and Engineering Operations and Project Updates.**
2. Present and Discuss **Designating Vote Centers in the Town of Addison.**

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## REGULAR MEETING

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

### **Discussion of Meetings / Events**

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### **Public Comment**

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

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### **Consent Agenda**

All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.

3. Consider Action on the **Minutes from the January 10, 2023 City Council Meeting.**
4. Consider Action on the **Purchase of a Blower Upgrade to the Public Works GapVax Truck from Lonestar Municipal Equipment and Authorize the City Manager to Execute the Purchase Order** in an Amount Not to Exceed \$57,363.76.
5. Consider Action on a **Resolution Approving the Purchase of Six Vehicles for the Utilities, General Services, Development Services, and Police Departments; and, Authorizing the City Manager to Execute the Purchase Agreements** in an Amount Not to Exceed \$292,301.94.
6. Consider Action to **Reject Proposals Received in Response to Solicitation #23-02 for the Keller Springs Road Revitalization Project.**

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## Regular Items

7. Consider Action on a **Resolution Accepting Place 2 Planning & Zoning Commissioner Resignation and Appointing a New Place 2 Member to Fill the Unexpired Term.**

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## Adjourn Meeting

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

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

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POSTED BY: \_\_\_\_\_

Irma G. Parker, City Secretary

DATE POSTED: January 19, 2023

TIME POSTED: 6:00 PM

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

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

**Council Meeting 2023**

1.

**Meeting Date:** 01/24/2023

**Department:** Infrastructure- Development Services

**Pillars:** Excellence in Asset Management

**Milestones:** Implement the Asset Management Plan in accordance with the Asset Management Policy, utilizing information systems

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**AGENDA CAPTION:**

Present and Discuss **Public Works and Engineering Operations and Project Updates.**

**BACKGROUND:**

The purpose of this item is to provide an update on key Public Works and Engineering Department operations, capital improvement projects, and bond projects for Fiscal Year 2023.

**RECOMMENDATION:**

Information only, no action required.

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**Attachments**

Presentation - Public Works and Engineering Update

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# Public Works and Engineering Update

City Council  
January 24, 2023

The logo for the City of 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 is part of a larger graphic design on the right side of the slide, which includes a white circle and a grey triangle.



# PUBLIC WORKS & ENGINEERING SERVICES

## Organizational Chart 37 Full Time Employees



**Shannon Hicks**  
Director



**Todd Weinheimer**  
Assistant Director

37 Signalized Intersections  
167 Lane Miles of Roadway  
Over 5,000 Signs

10.5 Million Gallons of Water Storage  
96 Miles of Water Mains  
1,100 Fire Hydrants

76 Miles of Storm Water Mains  
72 Miles of Sanitary Sewer Mains  
\$100 Million in Bond Projects  
\$8.9 Million in Annual Operational Funds



# Operations and Maintenance



## Operational Projects

- Completed nearly \$1.7M on Addison Road full-depth repairs and received \$496K in Dallas County grant funding
- Completed Belt Line Road repairs
- Completed replacement of Town-wide Malfunction Management Units (MMUs) at Traffic Signals
- Video Detection Replacements on Marsh Road at Addison Town Center Intersection (Target)
- Painting Wheeler (Arapaho) Bridge rails, swoops, and arches in spring 2023



## Operational Projects

### Fire Hydrant Inspections

- Flow testing, hydrant flushing, and making any necessary repairs
- Completed 1,100 fire hydrant inspections in FY22
- Next round of inspections will begin in the spring of 2023

### Fire Hydrant Painting

- Painting fire hydrants “Addison Blue” and adding reflective collars for better visibility at night
- Painted one-third of the Town’s fire hydrants in FY22 and will do another third in FY23

### Valve Maintenance Program

- Town staff is operating and inspecting mainline valves throughout the Town
- The goal is to exercise each valve annually



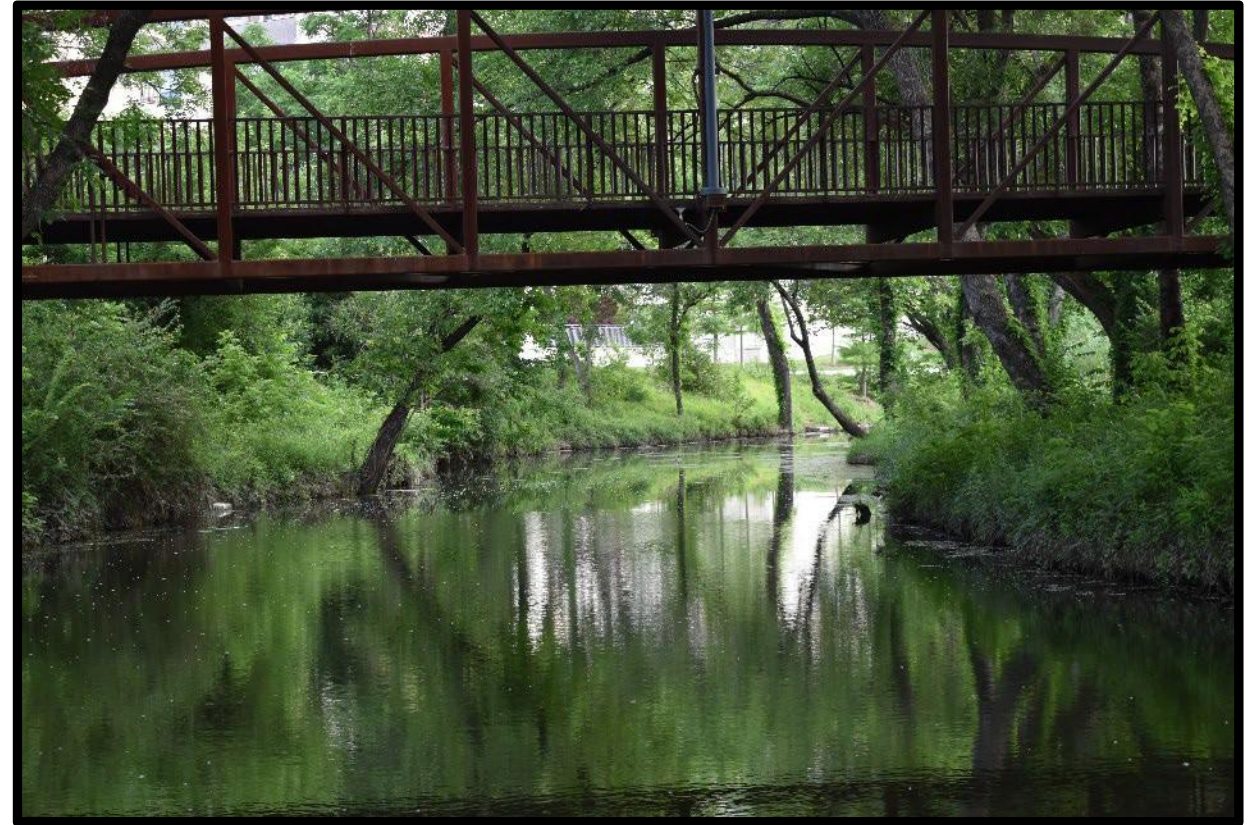
## Operational Projects

- Began EPA mandated Lead and Copper Rule Revisions (LCRR), requires to prepare and maintain an inventory of service line materials
- Lining eight manholes throughout Town for FY23
- Purchased two new water quality analyzers to replace outdated units
- Non-Destructive Testing of Redding Trail Water Main
- Water and Wastewater CIP Validation



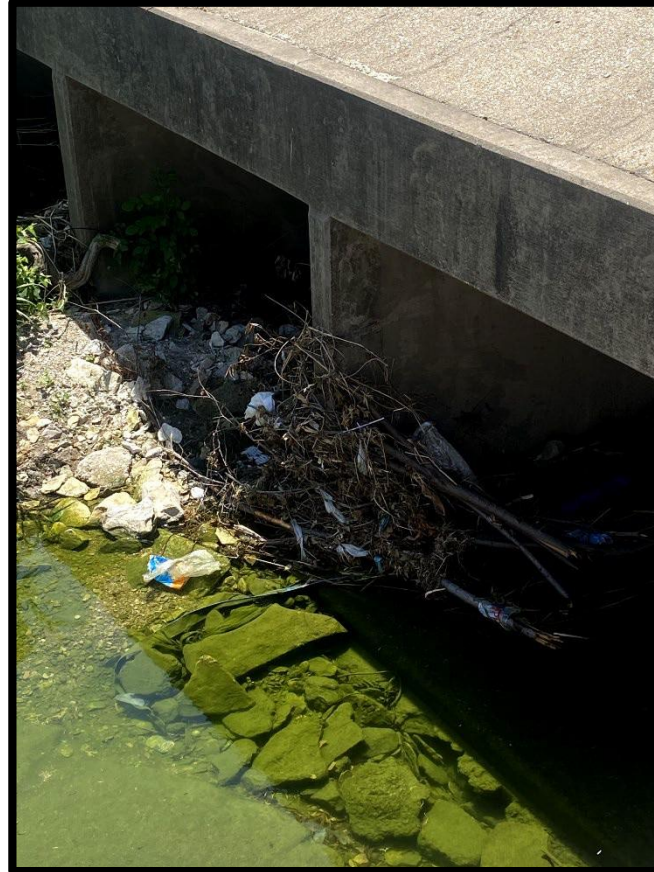
## Operational Projects

- Completed year three of the Town's five-year Municipal Separate Storm Sewer System (MS4) permit with Texas Commission on Environmental Quality
- Hosted Earth Day and Sustainability Day Events
- Creating Town owned drainage ditch maintenance plans



## Operational Projects

- Inspecting and cleaning of a parallel channel on Midway Road
- Stormwater post-construction Best Management Practices (BMP) Ordinance Update as required by State regulations
- Celestial Place pavement repairs due to infiltration of Stormwater pipes
- Upgrading Blower in GapVax Truck



# Major CIP and Bond Projects

# Major CIP and Bond Projects

## Under Construction Projects

### Rawhide Creek ADA and Drainage Improvements

- Began Construction in Mid-November anticipate completion in Fall 2023
- Currently excavating detention facility adjacent to Marsh Lane
- Project Budget \$3.3M

### Alpha Road Connector Project

- Began Construction in April of 2022 anticipate completion in March 2023
- 95% of pavement operations are completed
- Project Budget \$3.6M
- Estimated Project Costs \$3.5M



# Major CIP and Bond Projects

## Under Construction Projects

### Traffic Signal and ADA Improvements

- Currently under contract
- Long lead times on traffic signal poles have delayed the start of construction
- Anticipate start of construction in summer 2023
- Project Budget \$1.5M
- Estimated Project Costs \$1.4M

### Vitruvian Park Public Infrastructure Phase 9 Block 701 Sewer and Water Improvements

- Contractor is completing punch-list items, anticipate project closeout in January 2023
- Total Project Cost \$765K
- Vitruvian Phase 9 Budget \$2.6M





# Major CIP and Bond Projects

ADDISON

## Under Construction Projects

### Midway Road Reconstruction

- Southbound lanes from Belt Line to Proton are under construction
- Anticipate major paving operations south of Belt Line Road to be completed by spring of 2023
- Temporary signals being installed north of Belt Line
- Major paving operations north of Belt Line expected in next few weeks
- Current Estimated Costs \$41.1M



# Major CIP and Bond Projects

## Recently Completed Projects

### Kellway Lift Station Bypass Project

- Completed in August 2022
- Budgeted \$1.1M
- Total Project Cost \$854K

### Surveyor Chloramine Booster Station Project

- Completed in November 2022
- Budgeted \$1.3M
- Total Project Cost \$1.3M

### Winnwood Bridge Armoring Project

- Construction completed in December 2022
- Project Budget \$450,000
- Estimated Total Cost \$400,000



# Major CIP and Bond Projects

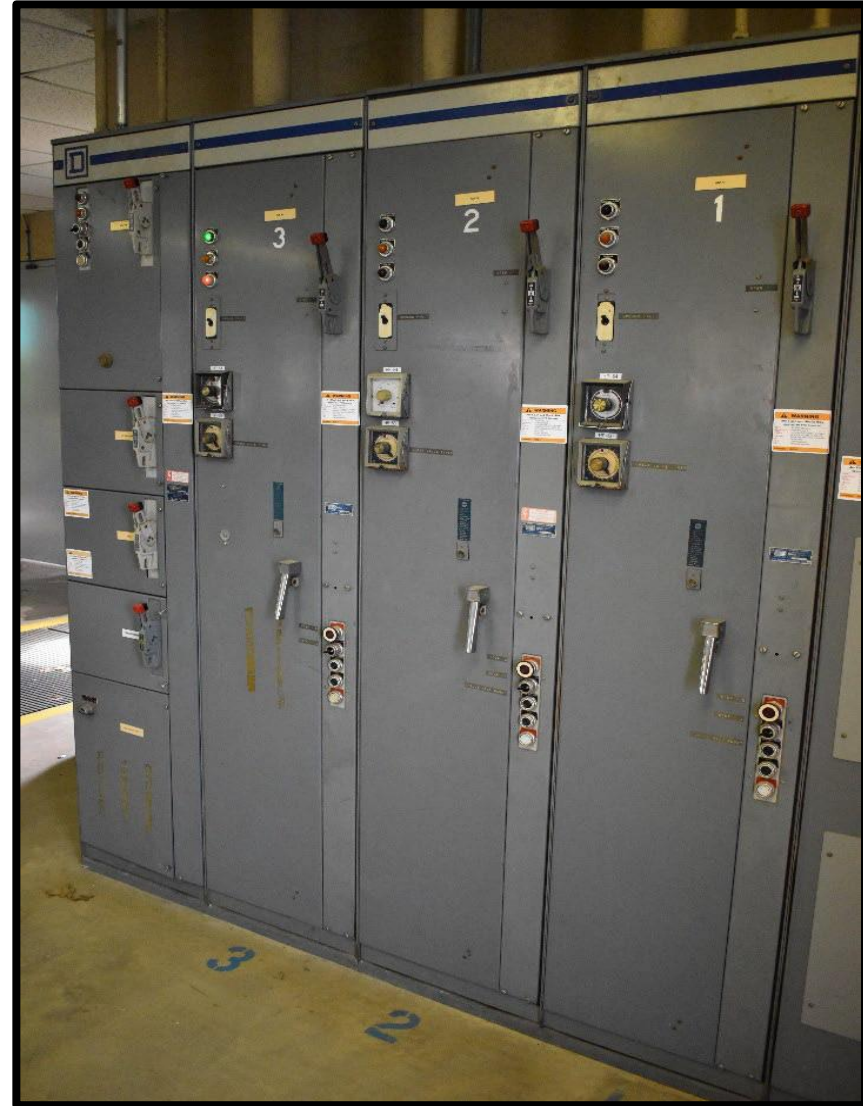
## Upcoming Projects

### Lake Forest Drive Water and Sewer Improvements

- Bidding for construction in February 2023
- Anticipate 10 months of construction
- Project Budget \$1.2M

### Surveyor Pump Station Electrical Upgrades

- Bidding for construction in January 2023
- Anticipate 6 months of construction
- Construction timing will be heavily dependent on availability of electrical components
- Project Budget \$1.2M



# Major CIP and Bond Projects

## Upcoming Projects

### Keller Springs Road Reconstruction

- Working on ROW and easement acquisitions
- Opened proposals for construction in November 2022
- Recommending to reject the two proposals that were received due to them being over the project budget.
- Town staff and the design engineer will work together to implement ways to reduce the project cost and make the proposals more competitive
- Staff will re-issue the RFP once the projects once the altered design and scope are finalized

### Airport Parkway Reconstruction

- Currently at 95% design
- Working on ROW and easement acquisitions
- Construction is scheduled to follow the completion of Keller Springs
- Project Budget \$9.4M



# Major CIP and Bond Projects

## Upcoming Projects

### Quorum Drive Reconstruction

- Issued RFP for design services and are in negotiations
- Construction will immediately follow Midway Road Construction
- Project Budget \$27.6M

### Montfort Drive Reconstruction

- Construction will immediately follow completion of Quorum Drive Project
- Project Budget \$7.3M

### Bella Lane North Connector

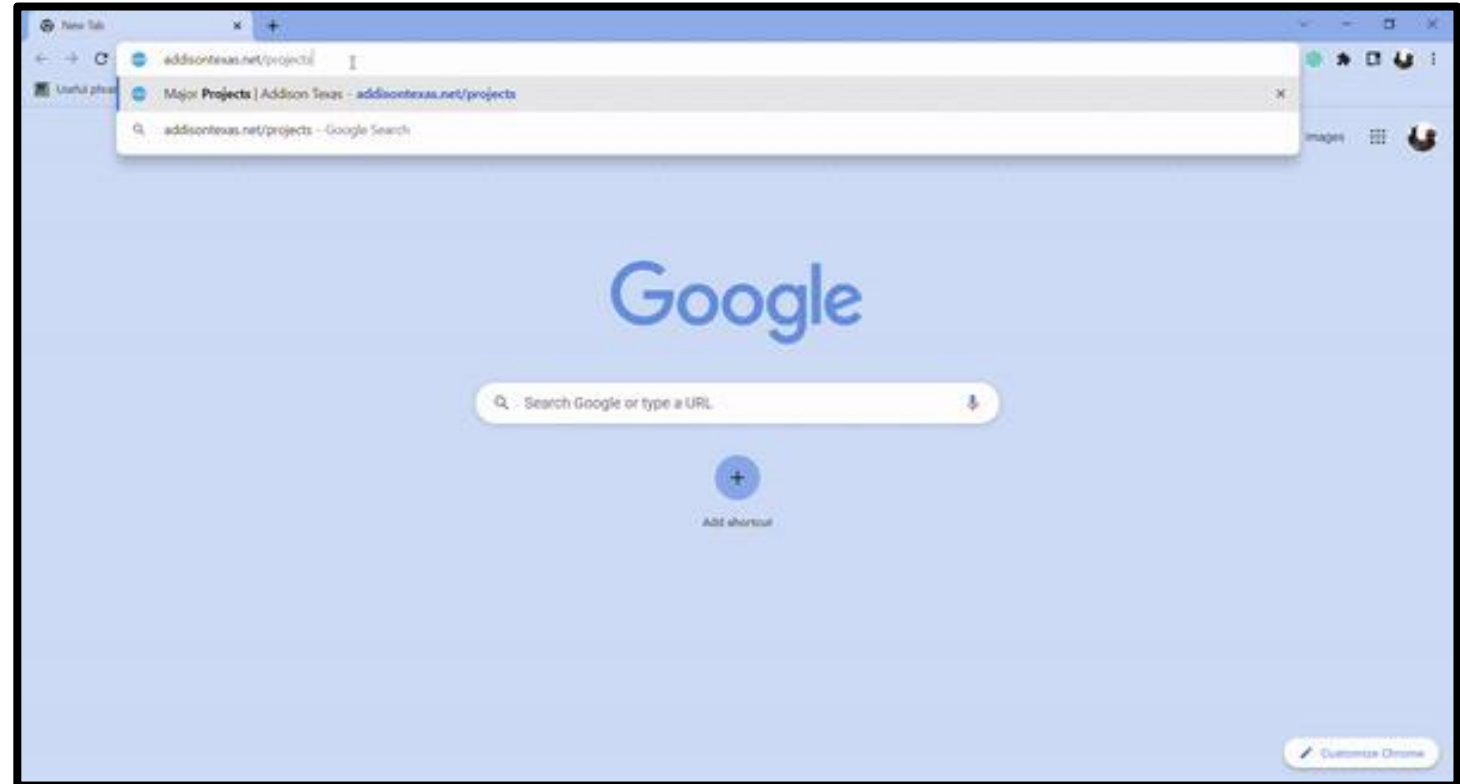
- Recent changes to the updated Vitruvian development affected the design of the project, currently on hold



# Projects Updates Website

ADDISON

- Project updates can be found at [addisontx.net/projects](https://addisontx.net/projects)
- Website has list of many projects across multiple departments.
- Scan the QR code below for the link!



Questions?

**Council Meeting 2023**

**2.**

**Meeting Date:** 01/24/2023

**Department:** City Secretary

**Pillars:** Gold Standard in Customer Service

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**AGENDA CAPTION:**

Present and Discuss **Designating Vote Centers in the Town of Addison.**

**BACKGROUND:**

The City Council adopted an Ordinance Calling the May 6, 2023 General Election at the January 10th Meeting. Not included in the Ordinance was the designation of an Early Voting and Election Day Voting locations or Vote Centers. Historically, Fire Station No. 1, 4798 Airport Parkway, has been designed as an Early Voting and Election Day Vote Center, with Fire Station No. 2, 3950 Beltway Drive, being utilized as an Election Day Vote Center. At the request of Council, staff has prepared this agenda item to discuss other possible Vote Center options.

**RECOMMENDATION:**

Staff requests Council direction.

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**Attachments**

Presentation - Voting Locations

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# 2023 Addison Vote Center(s)



**ADDISON**

# What is a Vote Center

- Texas Election Code section 43.007 allows counties to eliminate county election precinct polling places and establish countywide polling places (vote centers) for all Elections
  
- This allows a voter to vote at any vote center within the County
  
- Beginning in November 2019 elections have been conducted at the following locations within the Town of Addison:
  - Fire Station 1 – Early Voting & Election Day
  - Fire Station 2 – Early Voting only
  - Addison Conference Center – Early Voting & Election Day
  - Loos Field House – Election Day
  
- What's the difference:
  - Early Voting: 2023 Every day beginning Monday, April 24 through Tuesday, May 2
    - Times vary as determined by Dallas County for each day
    - Cities must have 2 days with hours from 7am – 7pm
  - Election Day Voting: Polls must be open from 7am – 7pm on Election Day May 6

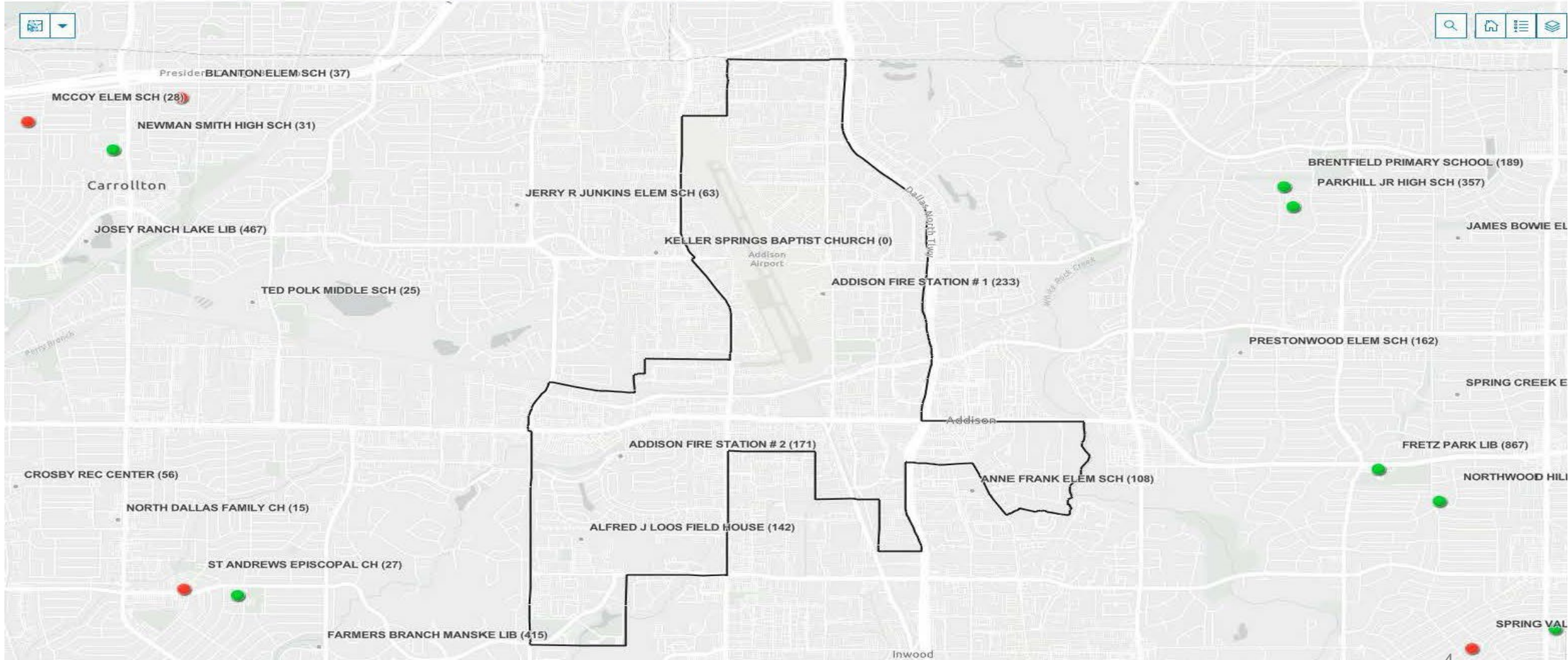
# Vote Center Criteria

- Large Room with square footage necessary to accommodate voting equipment and to meet the anticipated voter turnout
- Internet capabilities and good reception
- ADA Accessibility
- Adequate parking, on-site with good lighting and some parking spaces that are close to the building so they can be reserved for voters with disabilities
- On city transportation bus routes and major thoroughfare for easy voter access
- Easily identifiable buildings within the community, easier for voters to locate
- Site is available for use the day before Early Voting/Election Day setup, and the day after (breakdown), and cannot be used for another event during this time
- Allow political signs and electioneering
- No security concerns
- VCAC ability to review current vote centers after review/recommendation from Dallas County Elections Department to consolidate, eliminate unavailable or unreliable vote centers, eliminate vote centers that are not ADA compliant - conduct survey of all vote centers

# Vote Centers

ADDISON

## Vote Center Consolidation Analysis Map



# Addison Voters – May 2022 Election

Vote Center	City	EV	ED
Addison Fire Station 1	Addison	318	
Addison Fire Station 2	Addison		277
Loos Field House	Addison		86
Josey Ranch Lake Library	Carrollton	15	
Keller Springs Baptist Church	Carrollton		2
Anne Frank Elementary School	Dallas		4
Audelia Road Branch Library	Dallas		1
Bachman Recreation Center	Dallas		1
Chapel Hill Preparatory School	Dallas		1
Fretz Park Library	Dallas	71	11
Grauwlyer Park Recreation Center	Dallas	1	
Marsh Lane Baptist Church	Dallas	6	2
Our Redeemer Lutheran Church	Dallas	2	1
Park Forest Branch Library	Dallas		1
Pleaseant Grove Ctr - Dallas College	Dallas	1	
Prestonwood Elementary School	Dallas		1
George L. Allen Sr. Courts Building	Dallas	2	
Brookhaven Campus-Dallas College	Farmers Branch	21	
Dallas College-Brookhaven Campus	Farmers Branch		3
Farmers Branch Manske Library	Farmers Branch		4
El Centro Campus-Callas College	Mesquite	1	
Richardson Civic Center	Richardson	1	1
Other		10	
		449	396

## Airport

- Pros – Conference Room 2<sup>nd</sup> floor, building distinctive, available for voting
- Cons – Access is awkward, limited parking, access street in need of repair

## Athletic Club

- Pros – Ample parking, large rooms, building distinctive, easy access, available for voting
- Cons – Facility has activities/programs making it difficult to use for entire Early Voting time period

## Conference Center, Stone Cottage

- Pros – Ample parking, large rooms, building distinctive, easy access, available for voting
- Cons – not staffed at this time

## Finance Building

- Pros – 1<sup>st</sup> Floor ADA compliant
- Cons – limited parking

## Fire Station 1

- Pros – Administration Area is only area ADA compliant
- Cons – Limited parking, no way to secure administration and operations, stations is left unsecured

# Facility Review

- Fire Station 2 – not ADA compliant
- Police/Municipal Courts
  - Pro – Lobby Area good size, courtroom could be used if not needed by Court
  - Con – Limited parking, no access to voters or election workers to break room
- Police Storefront Substation @ Addison Circle – way too small
- Service Center
  - Con – very limited parking, no large room
- Town Hall
  - Pro – 1<sup>st</sup> Floor is ADA accessible
  - Con – Limited parking
- Miscellaneous Facilities – not good options
  - Water Tower & Learning Center, Kellway Lift Station, Celestial Pump Station, Surveyor Pump Station, Arapaho Water Tower

# Council Decision – Staff Recommendation

## Council Decision

- Select location to serve as both Early Voting & Election Day Vote Center
- Select location(s) to serve as Election Day Voting Only
- Select location(2) to serve as Early Voting Only
- Eliminate location(s)
- Other suggestions

## Staff Recommendation(s)

- 1 location for Early Voting & Election Day – Conference Center
  - Election Day Voting Sites located within close proximity to Addison Voters
    - ISD – Loos Field House, Anne Frank Elementary School
    - Other – library, churches, recreation centers in Carrollton, Dallas, Farmers Branch
- Eliminate use of Fire Station 1 and 2 as recommended by the Dallas County Elections Department



# Questions?

**Council Meeting 2023**

**3.**

**Meeting Date:** 01/24/2023

**Department:** City Secretary

**Pillars:** Gold Standard in Customer Service

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**AGENDA CAPTION:**

Consider Action on the Minutes from the January 10, 2023 City Council Meeting.

**BACKGROUND:**

The minutes for the January 10, 2023 City Council Meeting have been prepared for consideration.

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Minutes - January 10, 2023

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# DRAFT

## OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

January 10, 2023

**Addison TreeHouse, 14681 Midway Road, Suite 200 Addison, TX 75001**  
**6:00 p.m. Executive Session & Work Session**  
**7:30 Regular Meeting**

**Present:** Mayor Joe Chow; Mayor Pro-Tempore Kathryn Wheeler; Deputy Mayor Pro-Tempore Lori Ward; Council Member Tom Braun; Council Member Darren Gardner; Council Member Guillermo Quintanilla.

**Present – Via ZOOM:** Council Member Eileen Resnik

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**Call Meeting to Order:** Mayor Chow called the meeting to order at 6:00 PM

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

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### EXECUTIVE SESSION

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

- Section 551.071 - Private Consultation with the City Attorney regarding -
  - Contract Negotiations Related to the Keller Springs Road Revitalization Project; and
  - Discuss Items #14 and #15 from tonight’s agenda.
- Section 551.087 - Deliberation Regarding Economic Development Deliberations, 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 amending the Memorandum of Understanding (MOU) between Town of Addison, AMLI Residential and Stream Realty for the Transit Oriented Development Project.

Mayor Chow closed the Open Meeting at 6:01 PM to convene the City Council into Closed Executive Session.

**Reconvene into Regular Session:** In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

Mayor Chow reconvened the City Council into Open Session at 8:09 PM. Mayor Chow announced there was no action to be taken as a result of the Closed Executive Session.

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## WORK SESSION

1. **Present and Discuss the Annual Review of Community Waste Disposal (CWD) Waste Pick-Up Services.** *[Shawn Cheairs, Stormwater & Operations Manager]*

Since October of 2015, Community Waste Disposal (CWD) has provided garbage and recycling pickup services for approximately 1,800 single-family residents in Addison. Services are provided on Mondays and Thursdays for solid waste and Mondays for recycling collection.

CWD Municipal Coordinator Robert Medigovich provided a review of the services in 2021. A total of 350 tons of materials were recycled and all events/festivals are Green Events. Mr. Medigovich advised the Town's recycling efforts were honored by the State of Texas Alliance for Recycling (STAR) a 501c3 nonprofit for our partnership and for expanding access to recycling and green events. Mr. Cheairs was presented with a plaque made of FSC® Recycled Richlite, a post-consumer recycled paper, to acknowledge this award.

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## REGULAR MEETING

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

- **Recognize Contributions by Retiring Board/Commission Members**
  - Planning & Zoning Commission - John Meleky
  - Community Partners Bureau - Stephanie Baim

Mayor Chow presented an award to Mr. Meleky for his six years' service as a Member of the Planning & Zoning Commission. Ms. Baim will be presented her award later.

### **Discussion of Meetings / Events**

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

There were no citizens that wished to address the City Council.

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**Consent Agenda:** *All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

2. **Consider Action on the Minutes from the December 8, 2022 Special City Council Meeting.**
3. **Consider Action on the Minutes from the December 13, 2022 City Council Meeting.**
4. **Consider Action on a Resolution Adopting the 2023 Legislative Priorities for the Town of Addison, Texas.**
5. **Consider Action on a Resolution Approving a Three-Year Conventional Hangar Lease with ADS Importing, LLC, (dba Thrust Flight) for 4736 Airport Parkway at Addison Airport and Authorizing the City Manager to Execute the New Lease.**
6. **Consider Action on a Resolution to Approve a Three-Year Conventional Hangar Lease with ADS Importing, LLC, (dba Thrust Flight) for 4700 Airport Parkway at Addison Airport and Authorize the City Manager to Execute the New Lease.**
7. **Consider Action on a Resolution Approving a Professional Services Agreement Between the Town of Addison and RJN Group for a Water Main Condition Assessment and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$79,660.**
8. **Consider Action on a Resolution Approving a Professional Services Agreement Between the Town of Addison and Stantec for a Water and Wastewater Capital Improvement Plan Validation and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$122,096.**
9. **Consider Action on a Resolution Approving a Second Amended and Restated Memorandum of Understanding (MOU) Between the Town of Addison and Co-Developers AMLI Residential and Stream Realty for the Addison Circle Area Transit Oriented Mixed-Use Development Project and Authorizing the City Manager to Execute the Second Amended and Restated MOU.**

Mayor Chow called for any requests to remove an Item from the Consent Agenda to discuss separately. The following requests were made: Council Member Gardner requested to remove Item 3; Mayor Chow requested to remove Item 4; and Council Member Quintanilla requested to remove Items 7 and 8.

Mayor Chow called for a motion to approve Items 2, 5, 6 and 9.

**MOTION:** Deputy Mayor Pro-Tempore moved to approve Items 2, 5, 6 and 9 as presented. Mayor Pro-Tempore Wheeler seconded the motion. Motion carried unanimously.

**\*\*\* Item #3 \*\*\***

**Consider Action on the Minutes from the December 13, 2022 City Council Meeting.**

Council Member Gardner requested the Council Directive be amended as follows: ~~[Delete] Move forward with both Option #1 and #2. Present at future meeting.~~ **[Add]** Direct staff to hold a community meeting regarding the topic and consider next steps following the meeting.

**MOTION:** Council Member Gardner moved to approve the December 13, 2022 Meeting minutes with amendment submitted. Council Member Braun seconded the motion. Motion carried unanimously.

**\*\*\* Item #4 \*\*\***

**Consider Action on a Resolution Adopting the 2023 Legislative Priorities for the Town of Addison, Texas**

Mayor Chow requested to remove the following legislative priority:

- Support legislation that allocates the DART 1 Cent Sales Tax so that .75 cents go to DART and the remaining .25 cents go to the municipality where the sales tax was generated for use in that municipality's budget.

Mayor Chow requested to add a new priority in the Economic Development category as follows:

- Support legislation that restores equity in economic development between communities able to utilize 4A/4B sales tax and those who utilize sales tax funding for regional transportation.

**MOTION:** Mayor Chow moved to approve the 2023 Legislative Priorities with the amendments submitted. Council Member Braun seconded the motion. Motion carried unanimously.

**\*\*\* Item #7 and #8 \*\*\***

**Consider Action on a Resolution Approving a Professional Services Agreement Between the Town of Addison and RJN Group for a Water Main Condition Assessment and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$79,660.**

**Consider Action on a Resolution Approving a Professional Services Agreement Between the Town of Addison and Stantec for a Water and Wastewater Capital Improvement Plan Validation and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$122,096.**

Council Member Quintanilla requested Shannon Hicks, Director of Public Works & Engineering to describe these innovative projects.

**MOTION:** Council Member Quintanilla moved to adopt Item #7 as presented. Deputy Mayor Pro-Tempore Ward seconded the motion. Motion carried unanimously.

**MOTION:** Council Member Quintanilla moved to adopt Item #8 as presented. Mayor Pro-

Tempore Wheeler seconded the motion. Motion carried unanimously.

**Resolution R23-001:** Adoption of 2023 Legislative Priorities

**Resolution R23-002:** ADS Importing, LLC dba Thrust Flight, 4736 Airport Parkway Hangar Lease

**Resolution R23-003:** ADS Importing, LLC dba Thrust Flight, 4700 Airport Parkway Hangar Lease

**Resolution R23-004:** Agreement RJN Group for Water Main Condition Assessment

**Resolution R23-005:** Agreement Stantec for Water/Wastewater Capital Improvement Plan

**Resolution R23-006:** 2<sup>nd</sup> Amended/Restated MOU, Addison/AMLI Residential/Stream Realty for Transit Oriented Development

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## Regular Items

10. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Approving a Special Use Permit (SUP) for Property Located at 5100 Belt Line Road, Suite #728, that is Currently Zoned Planned Development (PD), Through Ordinance Nos. O12-002 and O20-08, to Allow a Restaurant with the Sale of Alcoholic Beverages for On-Premises Consumption. Case 1866-SUP/5100 Belt Line Road, Suite #728 (Nando's).** [*Lesley Nype, Planning & Development Manager*]

The subject property is located at 5100 Belt Line Road, Suite #728. The proposed restaurant would occupy a currently vacant space within Village on the Parkway (VoP), generally situated at the southeast corner of Belt Line Road and the Dallas North Tollway. The center is zoned Planned Development (PD), Ordinance No. O12-002, and as amended by Ordinance No. O20-08. Nando's is a fast-casual restaurant specializing in South African flavors. It was founded in Johannesburg in 1987 and is known for their flame-grilled PERi-PERi chicken and sauces. The restaurant's Afro-Portuguese heritage is showcased through their food offerings, vibrant colors, and décor.

Nando's has the largest collection of contemporary South African art in the world that is on display in their restaurants. There are currently 48 locations within the United States. The Addison restaurant would be their third Texas location and first in the Dallas/Fort Worth market. Nando's anticipates employing 35 individuals at this location. The restaurant would occupy a 4,145 square foot tenant space and patio (Suite 728) in Block 700 at VoP. The space was previously used as The Saffron House. The restaurant proposes to include interior and patio seating. Nando's would also offer alcohol sales for on premises consumption.

Block 700 within VoP was recently approved for landscaping and pedestrian improvements, including the replacement and expansion of the patio for Suite 728. The new patio has incorporated the existing trees into the design. These improvements were approved administratively and are currently under construction. Tree removal was not proposed with these improvements. The PD Ordinance allows restaurants and the sale of alcoholic beverages for on-premises consumption through the approval of an SUP. The proposed use complies with the ordinance.

With this request, Nando's proposes an interior finish-out of the suite and a facade remodel. The

restaurant would also utilize a new 1,359 square foot dining patio that is currently under construction by the property owners of VoP. The proposed restaurant will provide seating for 149 individuals (81 indoor seats and 68 patio seats). The interior floor plan is comprised of kitchen and service areas, a bar, and table, booth, and bar seating in the dining areas.

PD, Ordinance No. O20-08, established a parking ratio of 1 space for each 225 square feet for all uses (except theaters) within VoP. The parking requirements for a theater is 1 space for each 3 seats. The current conditions require 1,971 spaces on site. The center currently provides 2,291 parking spaces (1,669 surface spaces and 622 garage spaces). The restaurant is not proposing to modify parking.

The restaurant proposes an extensive remodel to the north, east, and south facades as reflected in the façade plan. The entry way and windows will be updated with crittall style glazing to provide a more modern design. Bifold doors are proposed at the southeast corner of the restaurant to blend the interior and outdoor dining areas. A pergola with shade sails and string lights are proposed over the outdoor patio. Fans and heat lamps are proposed to be utilized as needed. The outdoor patio area will be bordered by timber railing. Façade materials will include masonry, tile, and stucco. The color scheme will consist primarily of grey with hints of green, orange, yellow, and magenta.

Modifications to the existing landscape and open space are not proposed as a part of this SUP request. The proposed pergola, shade sails, and string lights will not utilize existing trees for support. Nando's is proposing to add small planters along the east building façade for aesthetic purposes as shown on the façade plan.

The Addison Planning and Zoning Commission, meeting in regular session on December 14, 2022, voted to recommend approval of an ordinance changing the zoning on property located at 5100 Belt Line Road, Suite 728, which property is currently zoned Planned Development (PD), Ordinance No. O12-002, as amended by Ordinance No. O20-08, by approving a Special Use Permit (SUP) to allow the building to be used as a restaurant with the sale of alcoholic beverages for on-premises consumption, subject to the following conditions:

- The applicant shall not use any terms or graphic depictions that relate to alcoholic beverages in any exterior signage.
- Upon issuance of a CO for this restaurant, SUP Ordinance No. 003-001 permitting a restaurant with the sale of alcohol for on-premises consumption shall be repealed.

Public Hearing: Owner representatives were on hand to answer questions. No citizens appeared to address this item.

**MOTION:** Council Member Gardner moved to approve Case 1866-SUP/5100 Belt Line Road, Suite #728 (Nando's) subject to conditions as presented. Council Member Braun seconded the motion. Motion carried unanimously.

**Ordinance No. O23-01:** Approval of Case 1866-SUP/5100 Belt Line Road, Ste #728 (Nando's)

11. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance**



**Approving a Special Use Permit (SUP) for Property Located at 5290 Belt Line Road, Suite #134 that is Currently Zoned Planned Development (PD), Ordinance No. O22-3, to Allow a Veterinarian Hospital. Case 1867-SUP/5290 Belt Line Road, Suite #134 (Modern Animal).** *[Ken Schmidt, Director of Development Services]*

The subject property is located at 5290 Belt Line Road, Suite #134. The proposed veterinary care provider would occupy a suite within Prestonwood Place, generally situated at the southeast corner of Belt Line Road and Montfort Drive. The center is zoned Planned Development (PD), Ordinance No. O22-3. Modern Animal is a technology driven veterinary care provider that incorporated in 2018 in California. Due to the pandemic, the first clinic did not open until 2020, and the company has experienced rapid growth since.

Modern Animal currently has six clinics in California, two locations coming soon to Austin, TX, and two locations coming soon to Dallas/Fort Worth, including the Addison location. The proposed clinic would occupy an existing 4,000 square foot tenant space (Suite 134) in Prestonwood Place. The space is currently occupied by Planned Parenthood. At full capacity, there would be four doctors, eight veterinary technicians, and three support staff on site.

Modern Animal uses a membership model for basic services, such as free exams, telemedicine, and digital tools for pet owners. The clinic provides general practice veterinary care for canines and felines. Services offered on site include exams and diagnostics, vaccinations, surgery, and dental care. Modern Animal does not board pets overnight and does not offer grooming or cosmetic services. The PD Ordinance allows a veterinarian hospital through the approval of an SUP. The proposed use complies with the ordinance.

With this request, Modern Animal proposes an interior remodel of the suite to meet their needs. The interior floor plan is comprised of a reception area, offices, exam rooms, and treatment rooms. There are no site or façade modifications proposed.

PD, Ordinance No. O22-3, established a mixed-use parking ratio of 1 space for each 200 square feet for all uses within Prestonwood Place. The current conditions require 675 spaces on site. The center currently provides 768 parking spaces. The applicant is not proposing to modify parking.

The clinic is not proposing any façade modifications to the existing suite. New tenant signage will be reviewed via the sign permitting process.

There are no modifications to existing landscape and open space proposed as a part of this SUP request. Following a site inspection, Staff identified that the shopping center, Prestonwood Place, is not in compliance with the landscape plan approved via PD, Ordinance No. O22-3. Town staff has issued a notice of violation to the property owner. Staff will continue to monitor the violation until it is resolved.

The Addison Planning and Zoning Commission, meeting in regular session on December 14, 2022, voted to recommend approval of an ordinance changing the zoning on property located at 5290 Belt Line Road, Suite #134, which property is currently zoned Planned Development (PD), Ordinance No. O22-3, by approving a Special Use Permit (SUP) to allow the suite to be used as a

veterinarian hospital, subject to the following conditions:

- There shall be no overnight boarding of animals at the subject property.
- The existing landscape island, west of the primary entrance, shall be converted to turf and a pet waste station shall be provided.
- Additional areas for pets to relieve themselves, away from adjacent businesses, shall be considered.

Public Hearing: Owner representatives and contractors were on hand via ZOOM to answer questions. No citizens addressed the City Council.

**MOTION:** Deputy Mayor Pro-Tempore Ward moved to approve Case 1867-SUP/5290 Belt Line Road, Suite #134 (Modern Animal) as presented. Council Member Braun seconded the motion. Motion carried unanimously.

**Ordinance No. O23-02:** Adoption of Case 1867-SUP/5290 Belt Line Road, Ste. 134 (Modern Animal)

12. **Hold a Public Hearing, Present, Discuss, and Consider Action on an Ordinance Amending the Development Plans for Planned Development (PD) District Ordinance Nos. O12-002 and O20-08 for a 31.608 Acre Property Located at 5100 Belt Line Road, to Allow for Modifications to a Proposed Retail and Office Building and Associated Site Improvements. Case 1869-Z/5100 Belt Line Road (VoP Office/Retail Building).**  
*[Ken Schmidt, Director of Development Services]*

The subject property is Village on the Parkway (VoP), which is located at 5100 Belt Line Road, and is generally situated at the southeast corner of Belt Line Road and the Dallas North Tollway. The center is currently zoned Planned Development (PD), Ordinance Nos. O12-002 and O20-08. In January 2012, a new PD, Ordinance No. O12-002, was approved for the subject property establishing permitted uses, special conditions, and development plans for the center.

In March 2020, City Council approved PD Ordinance No. O20-08, to amend the PD, adopting a new parking ratio and valet parking regulations, and development plans including a two-story office and retail building within Block 900. The amendment also established minor modifications to existing landscaping and parking throughout the center. Since March 2020, several of the proposed site modifications have been completed. The changes included additional surface parking and modified landscape islands along the central east-west corridor of the center to improve parking and circulation. The proposed office and retail structure was never constructed, and Block 900 remains vacant with existing surface parking at the perimeter.

Currently, the property owner is requesting to amend the existing zoning to adopt updated development plans. The plans include an updated design of the proposed office and retail structure at Block 900 and minor landscaping improvements throughout the center. The proposed development plans also reflect recently approved landscaping and pedestrian improvements for Block 700. These improvements were approved administratively and are currently under construction. If approved, this request would amend the development plans for the office and retail building at Block 900 and does not include amendments to the existing permitted uses or special

conditions.

With this request, VoP is proposing to amend the development plans previously approved for an office and retail development at Block 900. The proposal includes increasing the building height from two stories (42 feet) to three stories (56 feet), updating the façade design, and relocating the building footprint approximately 60 feet toward the southwest. The office and retail building are proposed to be three stories with a gross interior floor area of 45,658 square foot and 2,835 square feet of ground floor patio area. The 15,286 square foot ground floor will be used for retail and restaurant use. The second and third floors are intended for 30,372 square feet of office space.

PD, Ordinance No. O20-08, established a mixed-use parking ratio of 1 space for each 225 square feet for all uses (except theaters) within VoP. The parking requirements for a theater is 1 space for each 3 seats. The center currently provides 2,291 parking spaces (1,669 surface spaces and 622 garage spaces). The existing site plan, approved via PD Ordinance No. O20-08, requires 2,052 parking spaces and proposes to provide 2,262 spaces following completion of the 32,831 square foot retail/office building at Block 900. This request proposes to increase the size of the retail/office building and patio to 48,493 square feet, therefore, increasing the required number of parking spaces to 2,127. The proposed site plan identifies 2,260 spaces to be provided. This reflects a loss of 31 spaces from existing conditions (2,291 spaces), however, this is only a loss of 2 spaces from the previously approved office/retail development (property management added 29 spaces, distributed throughout the site, since the 2020 zoning approval). The proposed site plan will still exceed the minimum parking required by 133 spaces.

	<b>Parking Required</b>	<b>Parking Provided</b>
Existing Conditions	1,971	2,291
PD, Ordinance No. O20-08	2,052	2,262
Proposed PD Amendment	2,127	2,260

While the additional floor area will add more demand for parking, this impact is mitigated by the designation of the floor area for office use. With much of the parking demand for VoP being restaurant oriented, with weekend and weekday evenings reflecting peak hour, peak parking demand for the office space – weekday morning and afternoon – will occur at a time where restaurant parking demand is lower. Additionally, with increased employment of flexible scheduling and remote work policies, actual parking demand for office use has declined.

The request includes an updated façade plan that proposes to increase the building height from two stories (42 feet) to three stories (56 feet). The façade design has also changed, with the previous plans utilizing more masonry materials. This façade plan proposes approximately 60% glazing on each façade, with the second and third floors being comprised almost exclusively of glass. Other façade materials used include masonry and stucco with metal accents. All roof mounted mechanical equipment is proposed to be screened with a metal corrugated roof screen.

A 2,000 square foot canopy is proposed over a concrete patio at the southeast corner of the building. Canopies will also be provided over ground floor entrances that project approximately 2 feet from the building façade. A larger canopy is proposed at the primary entrance on the east 3 façade, projecting approximately 12 feet from the façade. The canopies are proposed to be

constructed of aluminum.

The proposed landscape plan remains similar to PD, Ordinance No. O20-08, but provides modifications to accommodate the relocated building footprint. The center currently has 7.85% open space, out of the required 20%. The proposed landscape plan would provide a 2.36% increase, for a total landscape coverage of 10.21%. While this is a slight decrease from the existing PD, the proposed changes provide a more continuous, pedestrian friendly and engaging landscaped area adjacent to the ground floor retail space. Small segments of mixed planting and lawn areas are also proposed around existing buildings throughout the center.

The open space within Block 900 will be programmed with a covered restaurant patio, public eating area, game area, sidewalks, and planting areas. Hardscape surface materials include concrete for the restaurant patio and sidewalks and decomposed granite for the public eating and game areas.

To accommodate the new structure, a total of 329 caliper inches of existing trees are proposed to be removed. This is 17 caliper inches less than the existing plan, which proposed to remove 346 caliper inches, as two additional trees will be able to be preserved on site. The applicant proposes to install twenty-three 8 caliper inch shade trees and twenty-six 2.5 caliper inch ornamental trees for a total of 249 caliper inches to be mitigated on site. The remaining 80 caliper inches are proposed to be mitigated by payment into the tree mitigation fund at a rate of \$192 per caliper inch, for a total amount of \$15,360. Full mitigation was not feasible on site due to existing constraints, including overhead power lines, utilities, and site improvements.

As provided in PD, Ordinance No. O20-08, in lieu of being able to fully comply with the landscape regulations and the Master Transportation Plan requirements, VoP will provide a bus stop with shelter at the Montfort Drive frontage, along with sidewalks and seating. The proposed landscape plan has been reviewed by Town staff to ensure that standards are met, where possible. Given the existing conditions and limitations on site, Staff believes the landscape plan achieves an appropriate balance between parking and landscape for infill development and produces a highly engaging open space.

The Planning and Zoning Commission, meeting in regular session on December 14, 2022, voted unanimously to recommend approval of changing the zoning on property located at 5100 Belt Line Road, which property is currently zoned Planned Development (PD), Ordinance No. O12-002, as amended by Ordinance No. O20-08, to amend the Development Plans to allow modifications to a proposed retail and office building and associated site improvements, subject to the following condition:

- A detailed landscape plan shall be submitted for review with civil plans.

*Public Hearing:* Owner representatives were present in-person to address Council questions. No members of the audience addressed the City Council.

**MOTION:** Council Member Gardner moved to approve Case 1869-Z/5100 Belt Line Road (VoP Office/Retail Building) with conditions. Mayor Pro-Tempore Wheeler seconded the motion. Motion carried unanimously.

**Ordinance No. 023-03:** Adoption of Case 1869-Z/5100 Belt Line Road (VoP Office/Retail Building).

13. **Present, Discuss, and Consider Action on an Ordinance Granting a Meritorious Exception to Chapter 62 of the Code of Ordinances for Loro Asian Smokehouse, Located at 14999 Montfort Drive, in Order to Allow an 80 Square-Foot Mural on a Portion of the East Facades. (Case MR2022-10/14999 Montfort Drive - Loro Asian Smokehouse)** [Lesley Nype, Planning & Development Manager]

Loro Asian Smokehouse, 14999 Montfort Drive, submitted a request for a Meritorious Exception for a mural on a portion of the east façade of a new restaurant. Murals are defined as attached signs by the Town’s sign ordinance as “any sign attached to, applied on or supported by any part of a building (such as a wall, roof, window, canopy, awning, arcade or marquee) which encloses or covers usable space.” The proposed mural exceeds the maximum height requirements for attached signs.

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.

Staff believes the proposed mural meets these criteria as it that makes a positive contribution to the visual environment: (1) The mural is intended to improve the appearance of an otherwise blank façade; (2) The tiger is representative of the Asian inspired cuisine; (3) The smoke surrounding the tiger represents the smoked food offerings; and (4) Color palette is consistent with Loro Asian Smokehouse branding.

Staff recommends approval of the request, subject to one condition: The beverage depicted in the proposed mural should be removed. The depicted beverage is commercial in nature and may be interpreted as a graphic depiction relating to the sale of alcoholic beverages which is not permitted by the applicable SUP.

**MOTION:** Council Member Braun moved to approve Case MR2022-10/14999 Montfort Drive - Loro Asian Smokehouse) with 1 staff recommended condition. Mayor Pro-Tempore Wheeler seconded the motion. Motion carried unanimously.

**Ordinance No. 023-04:** Grant Meritorious Exception with conditions Case MR2022-10/14999 Montfort Drive - Loro Asian Smokehouse)

14. **Hold a Public Hearing, Present, Discuss, and Consider Action on a Resolution Approving the Financing and Refinancing of the Addison Hangars, LLC Project Including the Redevelopment of Certain Real Property for Commercial Aeronautical Purposes Solely for Purpose of Section 147(f) of the Internal Revenue code of 1986, as Amended and Section 66.0304(11)(A) of the Wisconsin Statutes, as Amended.** [Bill

*Dyer, Assistant Airport Director]*

15. **Present, Discuss, and Consider Action on a Resolution Approving the First Amendment to that Certain Ground Lease Between the Town of Addison and Sky Harbour Group (d/b/a Addison Hangars, LLC) Providing for an Expansion of the Current Leased Premises to Include an Additional 6.06 +/- Acres of Land and Improvements to be Redeveloped and Used for Commercial Aeronautical Purposes; Authorizing Funding in an Amount Not to Exceed \$500,000 for the Remediation of Hazardous Materials that May Exist Upon the Additional 6 +/- Acres of Land at the Town's Discretion; and, Authorizing the City Manager to Execute the First Amendment and Such Other Agreements as May Be Necessary to Effectuate the Same.** *[Bill Dyer, Assistant Airport Director]*

[Editor's Note: Items #14 and #15 was presented jointly.]

The Town of Addison ("Town") and Addison Hangars, LLC ("Addison Hangars"), a wholly owned subsidiary of the Sky Harbour Group (NYSE-SKYH), entered into a ground lease effective June 20, 2022, which, among other things, called for the redevelopment of a certain 6.5-acre site located at 4505 Claire Chennault Drive at Addison Airport. Pursuant to the ground lease, Addison Hangars is to design, construct, and operate an exclusive corporate/executive jet hangar campus on the 6-acre site subject to a 40-year lease term to consist of five 14,200 square-foot private hangars and one 30,000 square-foot, semi-private jet hangar. Each hangar will have 28-foot-high hangar doors designed to accommodate Aircraft Design Group III aircraft, which includes the larger business jet aircraft capable of operating at Addison Airport. Upon completion, Addison Hangars intends to sublease and operate the facility dedicated to serving high-end business aviation users including corporate and private flight departments that operate large, late-model business aircraft. Addison Hangars is expected to commence construction in the first quarter of 2023, with construction to be completed within 24 months. Estimated construction value of the building improvements is expected to exceed \$25 million.

Addison Hangars is now requesting the Town to consider and consent to a proposed First Amendment to Ground Lease ("First Amendment") which, among other things, will add 6.06-acres of airport land to be subject to the ground lease. The additional airport land ("Phase II") is located on Claire Chennault Drive, across from Addison Hangars' original "Phase I" development.



The Phase II site is a rectangular parcel bounded by Claire Chennault Drive to the north and is a rectangular parcel bounded by Claire Chennault Drive to the north and Taxiway Uniform to the south.

Pursuant to the terms and conditions of the proposed First Amendment, Addison Hangars proposes to construct four 14,000 square-foot private executive hangars and one 28,800 square-foot, semi-private executive jet hangar for a total of 91,500 additional square feet of executive jet hangar

space. Each hangar will be designed to accommodate Aircraft Design Group III aircraft, which are the larger business-class aircraft that frequent Addison Airport. The project will include over 87,000 square feet of heavy aircraft concrete apron with a design capacity rated for 100,000-pound, dual-wheel tandem landing gear; nearly 100 off-street vehicle parking spaces; and airport-friendly landscaping. The estimated construction cost of the Phase II project is \$27 million.

The proposed Phase II development site is where the Cavanaugh Flight Museum and Monarch Air have been located for many years. Cavanaugh Flight Museum subleases its hangar facilities from Jani-King International, Inc., which leases are due to expire May 31, 2024. Monarch Air's ground lease is due to expire the end of February 2023. Existing building improvements are regarded to be in fair condition and would require substantial capital investment to bring them to current market standards. Pursuant to the terms of the proposed First Amendment to Ground Lease, Addison Hangars would take possession of each of the parcels as the existing leases expire.

Under the proposed Amendment, Addison Hangars is responsible for the demolition of the existing building improvements at its sole cost, expense, and risk. Prior to demolition, the Town is responsible for the remediation of any hazardous materials as such is defined in the ground lease, up to \$500,000. The First Amendment to Ground Lease reflects that the Town will delegate the sole and absolute discretion for performing the remediation at the Town's expense to the city manager; any required expenditures in excess of \$500,000 will require the city council's consent.

As an inducement for the Town to enter into this First Amendment to Ground Lease, Addison Hangars agrees to deliver a \$250,000 non-refundable security deposit to the Town. Upon substantial completion of the Phase II Building Improvements, the security deposit is to be credited as pre-paid rent. Should Addison Hangars default on the ground lease as amended, it will forfeit the security deposit. Additionally, if the Town consents to the First Amendment to Ground Lease prior to February 1, 2023, Addison Hangars will contribute \$250,000 to the Town toward the cost of repairs and improvements to be made to the airport's service vehicle road, a common-area element of the airport. Should the Town not give its consent to the First Amendment to Ground Lease prior to February 1, 2023, Addison Hangars will, instead, increase its non-refundable security deposit to \$500,000, also to be credited as pre-paid rent upon substantial completion of the building improvements. The security deposit is separate and apart from any payment and performance bonds required during construction required under the ground lease.

Pursuant to the proposed lease terms, the proposed Phase II development represents approximately \$205,000 in annual real estate revenue and \$66,500 in annual fuel flowage fees for the airport: collectively, an estimated \$14.8 million in airport revenue (un-discounted) over the 40-year lease term. When discounted at airport revenue (un-discounted) over the 40-year lease term. When discounted at 6% per annum, the projected cashflow yields a net present value of \$5 million in today's dollars. It is estimated that the Town's business property and ad valorem tax base will benefit by as much as \$612,000 per annum once the tenant's business operations stabilize.

Sky Harbour Group, Addison Hangars, LLC's parent company, intends to finance the design, construction, and operation of this new executive hangar campus with loan proceeds originating from the sale of Series 2021 tax-exempt, public activity bonds through municipal conduit issuer

Public Finance Authority. These public activity bonds do not require the full faith and credit of the Town and, do not constitute Town-issued debt or a monetary liability obligation of the Town. The bonds are secured by Sky Harbour's qualifying projects, including the Addison project's leasehold interest, and building improvements, and are repaid from the operating revenues generated by the properties.

The proposed First Amendment to Ground Lease further supports the Town's objectives for the Airport by enhancing the overall value of Addison Airport with new development, increased revenue, and an enhanced tax base. The proposal achieves the Town Council's Strategic Pillars and Milestone associated with the Airport. Finally, the proposed use is consistent with the 2013 Airport Strategic Plan and the 2016 Airport Master Plan Update. The city attorney has reviewed the First Amendment to Ground Lease and finds it acceptable to form for the Town's purposes.

Public Hearing for Financing and Refinancing of the Addison Hangars, LLC Project Including the Redevelopment of Certain Real Property for Commercial Aeronautical Purposes Solely for Purpose of Section 147(f) of the Internal Revenue code of 1986, as Amended and Section 66.0304(11)(A) of the Wisconsin Statutes, as Amended: There were no requests from the public to address the City Council.

*Public Comments - opposing:*

- Robert Smith, 5281 Shoshone Drive, Frisco, read a letter from the Monarch Air Owner, Trey Sawtelle.
- Robert Jacoby, 4015 Rive Lane.

**MOTION:** Council Member Quintanilla moved to approve Item #14 a Resolution Approving the Financing and Refinancing of the Addison Hangars, LLC Project Including the Redevelopment of Certain Real Property for Commercial Aeronautical Purposes Solely for Purpose of Section 147(f) of the Internal Revenue code of 1986, as Amended and Section 66.0304(11)(A) of the Wisconsin Statutes, as amended. Council Member Braun seconded the motion. Motion carried 6 -1 with Council Member Gardner voting against.

**MOTION:** Mayor Pro-Tempore Wheeler moved to approve Item #15 as presented. Council Member Braun seconded the motion. Motion carried 6-1 with Council Member Gardner voting against.

16. **Present, Discuss, and Consider Action on an Ordinance Calling and Ordering the May 6, 2023 General Election.** *[Irma Parker, City Secretary]*

A general election is conducted each May to elect representatives to the Addison City Council. An Ordinance calling the election in English, Spanish, and Vietnamese were presented to establish the procedures for the May 6, 2023 General Election in accordance with state law and the Town's Home Rule Charter. The 2023 election is called to elect a mayor and three (3) City Council Members.

The first day to file for a place on the May ballot is Wednesday, January 18, 2023. The last day to file is Friday, February 17, 2023.



The Town will enter into a Joint Election Contract with the Dallas County Election Department for the General Election. All procedures remain the same as in previous years except for omitting the Council approved polling locations in the attached ordinance due to concerns expressed by Council over traffic issues at the May 2022 General Election. If Council desires, Staff will bring back a discussion regarding polling stations at a future work session. Should the election be uncontested and unnecessary, the Town will have the opportunity to cancel the election in accordance with the Election Code.

*Council Directive:* Staff will present suggestions for 2023 polling locations at the January 24<sup>th</sup> meeting for Council consideration.

**MOTION:** Mayor Pro-Tempore Wheeler moved to approve Ordinance as presented. Council Member Braun seconded the motion. Motion carried unanimously.

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**Ordinance No. O23-05:** English Language – Calling May 6, 2023 Election

**Ordinance No. O23-06:** Spanish Language – Calling May 6, 2023 Election

**Ordinance No. O23-07:** Vietnamese Language – Calling May 6, 2023 Election

### **Adjourn Meeting**

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

**TOWN OF ADDISON, TEXAS**

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Joe Chow, Mayor

**ATTEST:**

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Irma G. Parker, City Secretary

## Council Meeting 2023

4.

**Meeting Date:** 01/24/2023

**Department:** Infrastructure- Development Services

**Pillars:** Excellence in Asset Management

**Milestones:** Implement the Asset Management Plan in accordance with the Asset Management Policy, utilizing information systems

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### **AGENDA CAPTION:**

Consider Action on the **Purchase of a Blower Upgrade to the Public Works GapVax Truck from Lonestar Municipal Equipment and Authorize the City Manager to Execute the Purchase Order** in an Amount Not to Exceed \$57,363.76.

### **BACKGROUND:**

The purpose of this item is to approve the purchase of an upgraded blower on the Public Works GapVax truck from Lonestar Municipal Equipment (LME).

The GapVax truck is currently utilized for hydro-excavating by the Utility Division in the Public Works and Engineering Services Department. The GapVax truck was purchased in 2017 and is anticipated to be replaced in 2037.

The blower upgrade will allow the Stormwater Division to utilize the GapVax truck to remove large pieces of debris from stormwater inlets without risking an employee in a confined space. This upgrade will also allow for better capabilities when hydro-excavating due to the amount of bedrock in the area.

LME is the sole source vendor in our region for GapVax products, services, and repairs (sole source letter attached). Staff has confirmed with LME that the price on the attached estimate is still valid. The funding for the blower upgrade was approved as a \$60,000 decision package during the FY23 budget process. It is funded out of the FY23 Stormwater Division operations and maintenance budget.

### **RECOMMENDATION:**

Administration recommends approval.

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### **Attachments**

LME Estimate

GapVax and LME Sole Source Letter

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**Lonestar Municipal Equipment**  
 1105 Friendship Road  
 Weatherford, TX 76085  
 Paul@LonestarME.com  
<https://www.lonestarmunicipalequipment.com>  
 /



**ADDRESS**

Town of Addison, TX  
 5300 Belt Line Road  
 Dallas, TX 75254-7606 USA

**SHIP TO**

Town of Addison, TX  
 16801 Westgrove Drive  
 Addison, TX 75001 USA

**Estimate 1909**

**DATE 12/28/2022**

**EXPIRATION DATE 01/12/2023**

PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	***NOTE: DUE TO MARKET VOLATILITY THIS QUOTE IS GOOD FOR 14 DAYS AND IS SUBJECT TO CHANGE THEREAFTER			
VAL020525	KUNKLE VALVE 3-IN INLET, 18-IN HG, VACUUM SERVICE	5	585.00	2,925.00T
DRI022327	DRIVE LINE- COMPANION FLANGE	1	230.00	230.00T
DRI022322	DRIVELINE-1610 DRIVE SHAFT ASS'Y 15 3/4 FACE TO FACE MIDSLIP WITH 2 7/8 SLIP, USED ON MC WITH ROOTS 824 BLOWER INCLUDES: 2)5-2-379 FLANGE YOKES 2)5-279X U-JOINT 1)5-82-921 YOKE SHAFT 1)5-3-108KX SLIP YOKE	1	1,566.43	1,566.43T
PUM009246	BLOWER MOUNT VIBRATION ISOLATOR	4	85.93	343.72T
A012440	ROOTS BLOWER MOUNTING PLATE ASS'Y	1	507.43	507.43T
PUM022349	PUMPS - TS56V18V HIBON TRUCKSTAR BLOWER; VERTICAL ORIENTATION; LOW SHAFT; CCW ROTATION; 2400 RPM; 5000 CFM; 18 IN HG; PN: HB7310056	1	18,950.00	18,950.00T
F505044	PIPE 10 X .188 WALL X 8-1/2, ASTM A-53 TYPE ERW (MC HIBON BLOWER PIPE)	1	76.65	76.65T
F011538	12-IN BLIND FLANGE, ANSI B16.5 PLT 5/16 X 19 X 19 A-572 GRD 50	2	39.30	78.60T
CLA000907	QUICK-OPENING WORM-DRIVE CLAMP, 2-IN TO 12-1/4-IN DIAMETER RANGE, ZINC PLATED STEEL SCREW	4	6.50	26.00T
VAL012106	FLOAT BALL GASKET, 10-3/4 ID X 1/2 WALL X 3" LONG	2	85.00	170.00T

PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
F010604	10-IN BLIND PIPE FLANGE ANSI B16.5 PLT 1/2 X 16 X 16, ASTM A-36	1	34.70	34.70T
F014751-4	SILENCER ELBOW PIPE 10 X .188 WALL X 14-3/4, ASTM A-53	1	132.49	132.49T
F014750-5	SILENCER ELBOW PIPE 10 X .188 WALL X 10, ASTM A-53	1	104.74	104.74T
FLD005955	PRESTIGE GEAR OIL EP 200 FLUIDS - OIL FOR HIBON BLOWER	1	25.00	25.00T
TRA022324	TRANSFER CASE, OMSI PFT-PCV/3000 OVERALL DRIVE RATIO = 1:1.099 INTERM DRIVE RATIO = 1:1.073 INTERIM/FRONT = SAE-B HYDRAULIC PUMP PAD WITH 2-BOLT AND 4-BOLT MOUNTING PATTERN AND 16/32-13 SPLINE DRIVE ADAPTER, 10520512 INTERIM/REAR = COVER PLATE 10520387 UPPER/FRONT = DISCONNECT DRIVEWITH SAE-1610 FLANGEUPPER/REAR = COVER PLATE 10520388MAIN INPUT/OUTPUT = SAE-1600-1800 FLANGES, 20180253, CONTROLLED WITH PNEUMATIC DOUBLE ACTING SHIFTER WITH ELECTRIC SENSOR MOUNTING HARDWARE 10520441 INCLUDED	1	15,144.63	15,144.63T
CON001134	ISOLATOR FOR OMSI/COTTA TRANSFER CASE	4	16.96	67.84T
SHOP SUPPLIES	SHOP SUPPLIES	1	3,230.53	3,230.53T
Misc	Travel expenses for 2 factory mechanics to travel to Houston, TX	1	4,500.00	4,500.00T
Labor		50	135.00	6,750.00T
Freight Out	FREIGHT OUT	1	2,500.00	2,500.00T

\*\*\*NOTE: Shipping is NOT included and will be charged per carrier charges

SUBTOTAL 57,363.76  
TAX 0.00

**TOTAL \$57,363.76**

Accepted By

Accepted Date



October 18, 2022

Jason Sutton  
16801 Westgrove Drive  
Addison, TX 75001

RE: Lonestar Municipal Equipment, Sole Source Provider of GapVax Products

Mr. Sutton,

The purpose of this letter is to confirm that Lonestar Municipal Equipment is the sole GapVax factory authorized dealership for North Texas for GapVax products, service, repairs and trouble shooting.

Contact:

Mr. Paul Folker  
Lonestar Municipal Equipment  
[paul@lonestarme.com](mailto:paul@lonestarme.com)  
Phone: 817-851-2243

GapVax, Inc. is committed to the Town of Addison's equipment and service needs. If I can provide additional information, please let me know.

Please feel free to contact me with any questions or concerns.

Thank you,

A handwritten signature in blue ink, appearing to read "Matthew Hughes", with a stylized flourish extending to the right.

Matthew Hughes  
Senior Vice President, Sales  
GapVax Inc.  
Phone 814-535-6766

**Council Meeting 2023**

**5.**

**Meeting Date:** 01/24/2023

**Department:** General Services

**Pillars:** Excellence in Asset Management

**AGENDA CAPTION:**

Consider Action on a **Resolution Approving the Purchase of Six Vehicles for the Utilities, General Services, Development Services, and Police Departments; and, Authorizing the City Manager to Execute the Purchase Agreements** in an Amount Not to Exceed \$292,301.94.

**BACKGROUND:**

An Asset Management System (AMS) is utilized to track the Town's vehicles. Staff reviews and evaluates the condition of the vehicles and equipment on an annual basis to determine which assets warrant replacement.

Purchasing cooperatives solicit competitive bids from many vendors for products and services for their members. Purchasing through a cooperative streamlines the procurement process for public entities, resulting in a savings of both administrative time and money. Staff identified the vendors and purchasing cooperatives in the tables below as being able to provide the replacement vehicles needed. The Interlocal Purchasing Cooperative (TIPS) is a purchasing cooperative whereby the Town may make purchases previously bid by that entity.

The Capital Equipment Replacement Fund (CERF) was established to accumulate sufficient resources to replace existing capital rolling stock and equipment that has reached the end of its useful life. Capital Equipment Replacement Fund resources are acquired through charges to operating departments. The charges are calculated using a straight-line depreciation method based on an item's expected life.

Using funds budgeted in the Fiscal Year 2023 CERF, the following vehicles are recommended for replacement based on the AMS and staff condition assessment.

**Capital Equipment Replacement Funded Purchases**

Item	Department	Estimated Cost	Quoted Cost	Cooperative	Vendor
2023 Ford F-150	Utilities	\$32,996.00	\$45,726.00	TIPS	Silsbee Ford
2023 Ford F-150 Hybrid	General Services	\$39,037.25	\$51,662.00	TIPS	Silsbee Ford

2023 Ford F-150	Development Services	\$32,021.50	\$46,490.25	TIPS	Silsbee Ford
K-9 Unit 2023 Tahoe	Police Department	\$75,840.75	\$73,221.99	TiPS	Lake Country Chevrolet
2023 Toyota Highlander	Police Department Admin.	\$48,000.00	\$37,600.85	TIPS	Silsbee Toyota
2023 Toyota Highlander	Police Department Admin.	\$48,000.00	\$37,600.85	TIPS	Silsbee Toyota

Council approved the purchase of the three (3) 2022 Ford F-150s on November 09, 2021. Due to cancelation of the vehicles by the manufacturer, the previously approved vehicles could not be procured. Ford has recently released 2023 models to fulfill the 2022 backorders. Originally, the Police Department intended to purchase Tahoes for their administration vehicles, but due to limited manufacturing of the Tahoe, the Police Department decided to purchase Toyota Highlanders. The differences between the estimated and quoted prices are due to rapidly changing market conditions.

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Resolution - Vehicle Purchase January 2023

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**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, APPROVING THE PURCHASE OF SIX VEHICLES FOR THE POLICE, UTILITIES, DEVELOPMENT SERVICES AND GENERAL SERVICES DEPARTMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE PURCHASE AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council previously approved purchase orders for six (6) vehicles at the November 9, 2021 regular City Council meeting in an amount not to exceed \$336,819.25; and

**WHEREAS**, the 2022 models identified in the foregoing purchase orders were unable to be procured by the Town’s vendors; and

**WHEREAS**, the City Council now desires to authorize the purchase of six 2023 model vehicles for use by the Police, Utilities, Development Services and General Services departments; and

**WHEREAS**, the City Council finds that staff has utilized approved cooperative purchasing providers to obtain purchase orders for the above-referenced vehicle(s) and equipment, said purchase orders being attached hereto as in **Exhibit A**.

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

**SECTION 1.** The City Council hereby approves the purchase of the following vehicles and equipment:

<b><u>Item</u></b>	<b><u>Vendor</u></b>	<b><u>Department</u></b>	<b><u>Price</u></b>	<b><u>Qty</u></b>	<b><u>Total</u></b>
2023 Ford F-150	Silsbee Ford	Utilities	\$45,726.00	1	\$45,726.00
2023 Ford F-150 (Hybrid)	Silsbee Ford	General Services	\$51,662.00	1	\$51,662.00
2023 Ford F-150	Silsbee Ford	Development Services	\$46,490.25	1	\$46,490.25
2023 Chevy Tahoe	Lake Country Chevrolet	Police	\$73,221.99	1	\$73,221.99
2023 Toyota Highlander (Blue)	Silsbee Toyota	Police	\$37,600.85	1	\$37,600.85
2023 Toyota Highlander (Silver)	Silsbee Toyota	Police	\$37,600.85	1	\$37,600.85
			<b>TOTAL</b>		<b><u>\$292,301.94</u></b>



**SECTION 2.** The City Council hereby authorizes the City Manager to execute the purchase agreements and other documents necessary for the foregoing purchases.

**SECTION 3.** This Resolution shall take effect from and after its date of adoption.

**DULY RESOLVED AND ADOPTED** by the City Council of the Town of Addison, Texas, on this the 24<sup>th</sup> day of JANUARY, 2023.

**TOWN OF ADDISON, TEXAS**

\_\_\_\_\_  
Joe Chow, Mayor

**ATTEST:**

\_\_\_\_\_  
Irma Parker, City Secretary

# EXHIBIT A



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: TOWN OF ADDISON Prepared by: RICHARD HYDER  
 Contact: BRAD BOGANWRIGHT 972.489.7107 Phone: 409.300.1385  
 Email: SBOGANWRIGHT@ADDISONTX.GOV Email: RHYDER.COWBOYFLEET@GMAIL.COM  
 Product Description: FORD F150 SUPERCAB Date: October 26, 2022

A. Bid Item: 31 A. Base Price: **\$ 28,993.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
X1C	F150 SUPERCAB 4X2 6.5' BED	\$ 1,795.00		POWER EQUIPMENT GROUP	\$ -
YZ	EXTERIOR WHITE	\$ -		REVERSE SENSING SYSTEM	\$ -
AS	40/20/40 VINYL SEATING	\$ -	18B	RUNNING BOARDS	\$ 250.00
	REAR VIEW CAMERA	\$ -			
99B	3.3L V6 GAS	\$ -			
101A	XL HIGH PACKAGE	\$ 1,530.00			
	CRUISE	\$ -		UTILITIES 0719	
	BLUETOOTH	\$ -			

**Total of B. Published Options: \$ 3,575.00**

**Published Option Discount (5%) \$ (89.00)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price
3 KEYS AND FOBS	\$ 150.00	PW1 C UPGRADE TO 2023	\$ 7,700.00
WINDOW TINT	\$ 195.00	400 WATT INVERTER	\$ 300.00
SOUND OFF AMBER/CLEAR LIGHTBAR W/ ARROW	\$ 1,450.00		
HIDDEN AMBER CLEAR LEDS IN REVERSE LIGHTS	\$ 200.00		
SURFACE MT AMBER/CLEAR LEDS FRONT CORNE	\$ 240.00		
SWITCHBOX CONTROLLER	\$ -		
SPRAY IN BEDLINER	\$ 595.00		
RKI SINGLE LID CROSSOVER TOOLBOX	\$ 895.00		
INSTALLATION	\$ 990.00		

**Total of C. Unpublished Options: \$ 12,715.00**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): **\$ -**

E. Lot Insurance (for in-stock and/or equipped vehicles): **\$ -**

F. Contract Price Adjustment: **\$ -**

G. Additional Delivery Charge: 304 miles **\$ 532.00**

H. Subtotal: **\$ 45,726.00**

I. Quantity Ordered 1 x H = **\$ 45,726.00**

J. Trade in: **\$ -**

K. Total Purchase Price Including TIPS Fee **\$ 45,726.00**



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: TOWN OF ADDISON Prepared by: RICHARD HYDER  
 Contact: BRAD BOGANWRIGHT 972.489.7107 Phone: 409.300.1385  
 Email: SBOGANWRIGHT@ADDISONTX.GOV Email: RHYDER.COWBOYFLEET@GMAIL.COM  
 Product Description: FORD F150 CREW CAB Date: October 26, 2022

A. Bid Item: 32 A. Base Price: **\$ 31,725.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
W1C	F150 CREW CAB 4X2 5.5' BED	\$ 1,795.00		BLUETOOTH	\$ -
YZ	EXTERIOR WHITE	\$ -		REVERSE SENSING SYSTEM	\$ -
AS	INTERIOR EBONY VINYL 40/20/40	\$ -	53A	TRAILER TOWING PKG	\$ 1,350.00
99D	3.5L V6 HYBRID (430 HP)	\$ 5,995.00	43D	BACKUP ALARM	\$ 140.00
101A	MID LEVEL PKG	\$ 920.00			
	REAR VIEW CAMERA	\$ -			
	POWER EQUIPMENT GROUP	\$ -			
	CRUISE	\$ -			

Total of B. Published Options: **\$ 10,200.00**

Published Option Discount (5%) **\$ (510.00)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price
PW1C UPGRADE TO 2023	\$ 7,700.00		
3 KEYS AND FOBS	\$ 150.00		
WINDOW TINT	\$ 195.00		
SPRAY IN BEDLINER	\$ 595.00		
WEATHERGUARD 1450 LADDER RACK	\$ 895.00	F150 HYBRID GEN SVCS 0903	
INSTALLATION	\$ 180.00		

Total of C. Unpublished Options: **\$ 9,715.00**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): **\$ -**

E. Lot Insurance (for in-stock and/or equipped vehicles): **\$ -**

F. Contract Price Adjustment: **\$ -**

G. Additional Delivery Charge: 304 miles **\$ 532.00**

H. Subtotal: **\$ 51,662.00**

I. Quantity Ordered 1 x H = **\$ 51,662.00**

J. Trade in: **\$ -**

K. Total Purchase Price **\$ 51,662.00**



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

**End User:** TOWN OF ADDISON **Prepared by:** RICHARD HYDER  
**Contact:** BRAD BOGANWRIGHT 972.489.7107 **Phone:** 409.300.1385  
**Email:** SBOGANWRIGHT@ADDISONTX.GOV **Email:** RHYDER.COWBOYFLEET@GMAIL.COM  
**Product Description:** FORD F150 SUPERCAB **Date:** October 28, 2022

A. **Bid Item:** 31 **A. Base Price:** **\$ 28,993.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
X1C	F150 SUPERCAB 4X2 6.5' BED	\$ 1,795.00		POWER EQUIPMENT GROUP	\$ -
YZ	EXTERIOR WHITE	\$ -		REVERSE SENSING SYSTEM	\$ -
AS	40/20/40 VINYL SEATING	\$ -	43D	BACKUP ALARM	\$ 140.00
	REAR VIEW CAMERA	\$ -	53A	TRAILER TOWING PKG	\$ 1,325.00
99B	3.3L V6 GAS	\$ -		BRAKE CONTROLLER	\$ -
101A	XL HIGH PACKAGE	\$ 1,530.00			
	CRUISE	\$ -		DEVELOPMENT 1205	
	BLUETOOTH	\$ -			

**Total of B. Published Options:** **\$ 4,790.00**

**Published Option Discount (5%):** **\$ (149.75)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price
3 KEYS AND FOBS	\$ 150.00	PW1C UPGRADE TO 2023	\$ 7,700.00
WINDOW TINT	\$ 195.00		
SOUND OFF AMBER/CLEAR LIGHTBAR W/ ARROW	\$ 1,450.00		
HIDDEN AMBER CLEAR LEDS IN REVERSE LIGHTS	\$ 200.00		
SURFACE MT AMBER/CLEAR LEDS FRONT CORNE	\$ 240.00		
SWITCHBOX CONTROLLER	\$ -		
SPRAY IN BEDLINER	\$ 595.00		
RKI SINGLE LID CROSSOVER TOOLBOX	\$ 895.00		
INSTALLATION	\$ 900.00		

**Total of C. Unpublished Options:** **\$ 12,325.00**

D. **Floor Plan Interest (for in-stock and/or equipped vehicles):** **\$ -**

E. **Lot Insurance (for in-stock and/or equipped vehicles):** **\$ -**

F. **Contract Price Adjustment:** **\$ -**

G. **Additional Delivery Charge:** 304 miles **\$ 532.00**

H. **Subtotal:** **\$ 46,490.25**

I. **Quantity Ordered** 1 x H = **\$ 46,490.25**

J. **Trade in:** **\$ -**

K. **Total Purchase Price Including TIPS Fee** **\$ 46,490.25**



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 Automobiles**  
**VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951**

End User: TOWN OF ADDISON Prepared by: RICHARD HYDER  
 Contact: BRAD BOGANWRIGHT 972.489.7107 Phone: 409.300.1385  
 Email: SBOGANWRIGHT@ADDISONTX.GOV Email: RHYDER.COWBOYFLEET@GMAIL.COM  
 Product Description: CHEVY TAHOE PPV Date: December 12, 2022

A. Bid Item: 36 A. Base Price: \$ **35,524.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
CC10706	91C 2023 TAHOE PPV 2WD	\$ 4,995.00		REAR PARK ASSIST / REAR CAMERA	\$ -
L84	5.3L V8 W/AUTOMATIC	\$ -		WHEELS 20"X9" STEEL	\$ -
MQC	10 SPEED TRANS	\$ -		ASSIST STEPS	\$ -
V76	RECOVERY HOOKS	\$ 50.00		DEEP TINT GLASS	\$ -
5T5	VINYL REAR SEAT	\$ -		WARRANTY 5YR/100,000 MILES POWER	\$ -

Total of B. Published Options: \$ **5,045.00**

Published Option Discount (5%) \$ **(252.25)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price
DEFENDER UPFIT K9 ESTIMATE 34075	\$ 32,905.24	EXTERIOR - WHITE	\$ -
		INTERIOR - JET BLACK CLOTH H1T	\$ -
		VINYL FLOORING	\$ -

Total of C. Unpublished Options: \$ **32,905.24**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_

G. Additional Delivery Charge: 0 miles \$ -

H. Subtotal: \$ **73,221.99**

I. Quantity Ordered 1 x H = \$ **73,221.99**

J. Trade in: \_\_\_\_\_ \$ -

K. Total Purchase Price \$ **73,221.99**

<b>Date</b>	10/3/2022
<b>Estimate #</b>	34705
<b>Estimate By</b>	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Addison Police Department 5300 Belt Line Rd Dallas, TX 75254

Customer Contact	Customer Phone	Customer E-mail
		sallen@addisontx.gov

Item	Description	Location	Qty	Price	Total
	K9 Tahoe				
DSP-TAH-SPOTLIGHT-D	Defender Supply Driver Side Spot Light with LED Bulb for 2021+ Chevrolet Tahoe 9C1 & SSV. Includes Installation.		1	611.48	611.48
DSP-TAH-BASE-MARKE...	Defender Supply TAHOE Marked Patrol Base Package  - Whelen 54" Legacy WeCanX DUO Lightbar with Integrated Traffic Advisor and Full Across Take Down/Alley Lighting, Progressing Flash Patterns with Slide Switch, Cruise, Photo Cell Daylight Sensing, Low Power (R/W, B/W Front And Side, R/A, B/A Rear) with Strap Kit.  - Core Controller, SYNC Module, Output Expansion Module, 100 Watt Speaker and Bracket. Wired and Programmed to Defender Supply Standard.  - Steel Push Bumper with Textured Coating and 6 Tri Color Super LED Light Heads (R/B/W), 4 in the Top Channel Cutouts and 1 on Each Side with 45° Brackets. Take Down, Alley Lighting, Progressing Flash Patterns with Slide Switch, Cruise and Low Power Capabilities.  - 2 Tri Color Super LED Light Heads (R/B/W) Mounted on Rear License Plate Bracket. Reverse / Brake Lighting, Progressing Flash Patterns with Slide Switch, Cruise and Low Power Capabilities.  - 1 Front Cabin and 2 Hatch Dome Lights.  - Havis C-VSW-1012-TAH Police Console Setup CUP2-1001 : Dual cup holder 2x C-ARM-102 : Single side arm rests C-APW-1258 : Side accessory pocket  - Defender Supply Wiring Harnesses, Power Distribution Block and Battery Management System.  - Includes Installation.  SMOKE Lens on Light Bar and all IONs.		1	10,983.47	10,983.47
HV-C-HDM-204	Havis 8.5' Heavy Duty Telescoping Pole with Side Mount & Short Handle (can be mounted internally or externally to the console)		1	119.87	119.87T
Misc	C-HDM-307 Havis Heavy-Duty Adapter Plate For Swivel Arm Mounts		1	18.30	18.30T
Misc	PKG-MD-ARM-0606 Havis Package – Swivel Arm & Side Pole Mounts With 6" Base, 6" Extension		1	197.00	197.00T

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

Date	10/3/2022
Estimate #	34705
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Addison Police Department 5300 Belt Line Rd Dallas, TX 75254

Customer Contact	
Customer Phone	
Customer E-mail	sallen@addisontx.gov

Item	Description	Location	Qty	Price	Total
HV-C-DMM-3019	Havis Heavy-Duty Dash Mount for 2021 Chevrolet Tahoe		1	333.00	333.00T
HV-PKG-KB-206	Package - USB Keyboard with Mount (No Emergency Key)		1	381.97	381.97T
Misc	SBX-1016 Havis Large Height Wide Storage Drawer With Push-Button Combination Lock		1	1,006.00	1,006.00T
Misc	SBX-3004 Havis Wide Open Storage Topper		1	129.00	129.00T
Misc	SBX-4011 Havis Foam Inserts For Modular Storage Drawers		1	69.00	69.00T
Misc	SBX-5011 Havis Modular Storage Drawer Mount With Tall Risers For 2021-2023 Chevrolet Tahoe		1	703.28	703.28T
Install	Installation of Above Havis Items		1	1,089.00	1,089.00
DSP-DUALTONE-X	Defender Supply Dual Tone Siren Package for Core. Includes Amp, 100 Watt Speaker, Bracket. Includes Installation.		1	819.43	819.43
DSP-TAH-REARSIDEGLA...	Defender Supply Rear Side Window Lighting Package - Includes Two Tri Color Super LED Light Heads (R/B/W) Mounted 1 on Each Rear Side Window Top. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core/Carbide Only). Includes Installation.		1	638.50	638.50
DSP-TAH-MIRROR-FRONT	Defender Supply TAHOE Mirror Lighting Package 2 - Includes Two Tri Color Super LED Light Heads Mounted on Front of Mirror, Defender Supply Mirror Wire Harness. Includes Installation.				1,172.06
DSP-TAH-REARPILLAR	Defender Supply TAHOE Pillar Light Package - Includes Six Super LED Light Heads DUO Red/Blue integrated into a formed Housing Mounted on the Pillar at Each Side of the Rear Window. Includes Installation.		1	1,326.75	1,326.75
DSP-TAH-RB-6	Defender Supply Running Board Lighting - TCRWX5 TRIO Tracer. Includes Installation.		1	1,528.42	1,528.42
DSP-TAH-LOWFREQSIR...	Defender Supply Low Frequency Siren Package for Core. Includes Amp, 2 Subwoofer Speakers, Brackets. Includes Installation.		1	1,033.35	1,033.35
DSP-TAH-K9-FULL-SING...	Defender Supply Full Across Single Purpose K9 Transport System Includes Black Powder Coated Aluminum Kennel, Water Bowl, Display Head, Heat Alarm, Smoke and Carbon Monoxide Detector, Fan Kit, Pager and Defender Supply K9 Wire Harness. Includes Shipping and Installation.		1	6,620.20	6,620.20
	Havis K9-C26-B				

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Date</b>	10/3/2022
<b>Estimate #</b>	34705
<b>Estimate By</b>	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Addison Police Department 5300 Belt Line Rd Dallas, TX 75254

Customer Contact	
Customer Phone	
Customer E-mail	sallen@addisontx.gov

Item	Description	Location	Qty	Price	Total
SE-GK0068E	Setina S T-RAIL MOUNT 1080E BLAC-RAC		1	639.00	639.00T
Misc	RAM-GDS-SKIN-SAM42 RAM GDS INTELLISKIN FOR SAMSUNG GALAXY NOTE 9		1	57.00	57.00T
Misc	RAM-GDS-DOCK-V1CU Vehicle Phone Dock with USB Type-C for IntelliSkin® Products		1	132.00	132.00T
Misc	14050-8600-01 Harris ANTENNA, ELEMENT, FLEXIBLE, V/U/700/800		1	229.00	229.00T
Misc	Shark Fin Antenna for GPS & WiFi		1	122.16	122.16T
Graphics-Design & Install	Professional Design & Installation of Graphics for Customer's Department by Defender Supply		1	1,071.00	1,071.00
Install	Removal of Below Customer Supplied Items from Current Unit  1 Harris Radio System 1 Axon In-Car Video System 1 Zebra Printer 1 PA mic clip		1	500.00	500.00
Install	Installation of Below Customer Supplied Equipmnet  1 Harris Radio System 1 Axon In-Car Video System 1 Zebra Printer 1 PA mic clip		1	1,375.00	1,375.00
	Texas Government or Municipality - No Sales Tax			0.00%	0.00

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$32,905.24</b>
--	--------------------

Signature \_\_\_\_\_





**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
**VENDOR- Silsbee Toyota, 1396 Hwy 327 E., Silsbee TX 77656**

End User: TOWN OF ADDISON Prepared by: RICHARD HYDER  
 Contact: ROB BOURESTOM 214.325.5760 Phone: (409) 300-1385  
 Email: RBOURESTOM@ADDISONTX.GOV Email: rhyder.cowboyfleet@gmail.com  
 Product Description: TOYOTA HIGHLANDER Date: January 4, 2023

A. Bid Item: 26 A. Base Price: **\$ 36,325.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
6935	2023 TOYOTA HIGHLANDER L FWD	\$ -			
8X8	EXTERIOR BLUEPRINT	\$ 425.00			
EA10	INTERIOR GRAPHITE CLOTH	\$ -			
CF	CARPET FLOOR MATS	\$ 358.00			
	TOYOTA SAFETY SENSE	\$ -			

Total of B. Published Options: **\$ 783.00**

Published Option Discount (5%) **\$ (39.15)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price

Total of C. Unpublished Options: **\$ -**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): **\$ -**  
 E. Lot Insurance (for in-stock and/or equipped vehicles): **\$ -**  
 F. Contract Price Adjustment: \_\_\_\_\_ **\$ -**  
 G. Additional Delivery Charge: 304 miles **\$ 532.00**  
 H. Subtotal: **\$ 37,600.85**  
 I. Quantity Ordered 1 x H = **\$ 37,600.85**  
 J. Trade in: \_\_\_\_\_ **\$ -**  
 K. Total Purchase Price **\$ 37,600.85**



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
**VENDOR- Silsbee Toyota, 1396 Hwy 327 E., Silsbee TX 77656**

**End User:** TOWN OF ADDISON **Prepared by:** RICHARD HYDER  
**Contact:** ROB BOURESTOM 214.325.5760 **Phone:** (409) 300-1385  
**Email:** RBOURESTOM@ADDISONTX.GOV **Email:** rhyder.cowboyfleet@gmail.com  
**Product Description:** TOYOTA HIGHLANDER **Date:** January 4, 2023

A. **Bid Item:** 26 **A. Base Price:** \$ 36,325.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
6935	2023 TOYOTA HIGHLANDER L FWD	\$ -			
0139	EXTERIOR SILVER	\$ 425.00			
EA10	INTERIOR GRAPHITE CLOTH	\$ -			
CF	CARPET FLOOR MATS	\$ 358.00			
	TOYOTA SAFETY SENSE	\$ -			

**Total of B. Published Options:** \$ 783.00

**Published Option Discount (5%):** \$ (39.15)

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price

**Total of C. Unpublished Options:** \$ -

D. **Floor Plan Interest (for in-stock and/or equipped vehicles):** \$ -

E. **Lot Insurance (for in-stock and/or equipped vehicles):** \$ -

F. **Contract Price Adjustment:** \_\_\_\_\_ \$ -

G. **Additional Delivery Charge:** 304 miles \$ 532.00

H. **Subtotal:** \$ 37,600.85

I. **Quantity Ordered** 1 x H = \$ 37,600.85

J. **Trade in:** \_\_\_\_\_ \$ -

K. **Total Purchase Price** \$ 37,600.85

**Council Meeting 2023**

**6.**

**Meeting Date:** 01/24/2023

**Department:** Infrastructure- Development Services

**Pillars:** Excellence in Transportation Systems

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**AGENDA CAPTION:**

Consider Action to **Reject Proposals Received in Response to Solicitation #23-02 for the Keller Springs Road Revitalization Project.**

**BACKGROUND:**

On October 12, 2022, staff issued a Request for Proposals on CIVCAST as Solicitation #22-72 for the Keller Springs Road Revitalization Project. Proposal responses from two construction companies were opened on November 17, 2022.

The two proposals that were received were over the project budget. Town staff and the design engineer will work together to implement ways to reduce the project cost and make the proposals more competitive.

Staff intends to re-issue the Request for Proposals once the project's scope and design changes are finalized.

**RECOMMENDATION:**

Administration recommends approval.

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## Council Meeting 2023

7.

**Meeting Date:** 01/24/2023

**Department:** City Secretary

**Pillars:** Optimize the Addison Brand

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### **AGENDA CAPTION:**

Consider Action on a **Resolution Accepting Place 2 Planning & Zoning Commissioner Resignation and Appointing a New Place 2 Member to Fill the Unexpired Term.**

### **BACKGROUND:**

Section 8.05(a) of the Charter requires automatic resignation upon filing for candidacy for any officer or board member that is appointed by Council: "*...If a member of any board appointed by the Council or any officer appointed by the City Council shall become a candidate for election to any public office, he shall immediately forfeit his place or position with the Town.*" On January 18, 2023, Place 2 Planning & Zoning Commissioner Nancy Craig submitted her letter of resignation. On this date, Ms. Craig also submitted an Application for a Place on the Ballot for the May 6, 2023 General Election for the City Council.

The Place 2 appointment(s) are appointed by Council Member Guillermo Quintanilla. On January 18th, Council Member Quintanilla was notified of Commission Member Craig's resignation via email. At the request of Council Member Quintanilla, a resolution has been prepared to accept the resignation and appoint an individual to fill Place 2 until December 2024.

### **RECOMMENDATION:**

Administration recommends approval.

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### **Attachments**

Resolution - Planning & Zoning Place 2 Update

Letter of Resignation - Nancy Craig

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**RESOLUTION NO. R23-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS  
ACCEPTING THE RESIGNATION OF PLANNING & ZONING COMMISSION  
MEMBER PLACE 2 AND APPOINTING A NEW COMMISSIONER FOR A TERM  
ENDING DECEMBER 2024.**

**WHEREAS**, pursuant to Chapter 2 of the Town of Addison Code of Ordinances, the Addison Planning & Zoning Commission is comprised of seven (7) members serving a two-year term with each council member appointing a board member; and

**WHEREAS**, the member serving in Place 2 for the current Planning & Zoning Commission, Nancy Craig, tendered her resignation on January 18, 2023. This term has a full two (2) years remaining, set to expire on December 31, 2024; and

**WHEREAS**, Council Member Quintanilla is the Council member responsible for appointment to Place 2 of this Board. Via a memo dated January 18, 2023, Council Member Quintanilla was advised his appointee had resigned and an appointment was scheduled for the January 24, 2023 meeting.

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

**SECTION 1.** The City Council accepts the resignation of Nancy Craig to Place 2 of the Planning & Zoning Commission effective January 18, 2023.

**SECTION 2.** The Place 2 nominee of \_\_\_\_\_ as submitted by Council Member Quintanilla is hereby approved upon adoption of this Resolution. This appointment to the Addison Planning & Zoning Commission will expire on December 31, 2024 or until a successor is appointed and duly authorized to serve.

**SECTION 3.** This Resolution shall take effect from and after its date of adoption.

**DULY RESOLVED and ADOPTED** by the City Council of the Town of Addison, on this 24<sup>th</sup> day of JANUARY 2023.

**TOWN OF ADDISON, TEXAS**

\_\_\_\_\_  
Joe Chow, Mayor

**ATTEST:**

\_\_\_\_\_  
Irma G. Parker, City Secretary

**NANCY E. CRAIG**  
**4112 RUSH CIRCLE**  
**ADDISON, TX 75001**  
**214 415-0003**

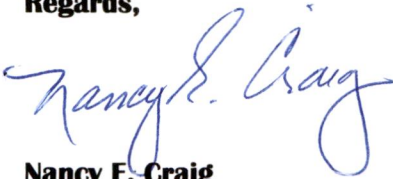
**January 18, 2023**

**To: The Mayor, Council Members, and others to whom it may concern:**

**Please accept this letter as my resignation as Commissioner on the Planning & Zoning Commission of Addison effective immediately in order to submit my petition and application to be placed on the ballot for the City Council election scheduled for May 6, 2023.**

**I have immensely enjoyed the 3 years that I have served on the commission and would like to particularly thank Guillermo Quintanilla for the appointment. Additionally I would like to extend appreciation to the Staff for their excellent work on the cases presented and their willingness to make sure I had the information needed, requests meet, and questions thoroughly addressed.**

**Regards,**



**Nancy E. Craig**