

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

February 28, 2023

Addison TreeHouse
14681 Midway Road, Suite 200, Addison, TX 75001
5:30 p.m. 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; Council Member Eileen Resnik

Call Meeting to Order: Mayor Chow called the meeting to order at 5:30 PM.

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

WORK SESSION

1. **Present and Discuss the Housing Community Meeting Follow Up.** [Ken Schmidt, Development Services Director; Paul Spencer, Police Chief]

Director Schmidt presented the follow-up discussion from February 15, 2023 as follows:

- What is the impact of urban mixed-use development with rental housing on adjacent ownership housing property values?
 - Overall trend in DFW – ongoing population and job growth leading to increased residential property values regardless of neighborhood/development type.
 - Studies examining the impact of mixed-use development (which most often includes rental housing) indicate a direct and positive correlation for surrounding property values, due to enhanced walkability and access to retail, restaurants, and public amenities such as urban parks, trails, and transit.
 - Staff examined a series of local examples to better illustrate this consideration.
- Total of 6 Case Studies presented - Key Takeaways. When compared to a randomly selected detached home in Addison’s Les Lacs, neighborhood, the following outcomes were observed:
 - 5 of 6 of the case study examples experienced a greater percentage increase in

- appraised/market value than the Les Lacs property.
- The only property that was outperformed by the Les Lacs property was in Farmer’s Branch, where the ownership housing was situated immediately adjacent to a rail transit station.
- Next Steps: Initiate Comprehensive Plan Update in Summer, 2023 - Staff intends to issue an RFP/RFQ to engage a planning consultant team for this project. Key project goals include:
 - Developing a shared understanding of current conditions in Addison and reach consensus on a vision for the future.
 - Update Town land use, redevelopment, and housing policies to align with the consensus vision.
 - Coordinate key outcomes of other long-range planning efforts to shape a comprehensive strategy for Town leadership to implement.
 - This process would be guided by an advisory committee over the course of a 12 – 18-month planning process.

Police Chief Spencer presented a detailed description of the LexisNexis’s Community Crime Map presentation from the February 15, 2023 meeting. LexisNexis’s Community Crime Map <https://communitycrimemap.com> shows police call and report data so that citizens can see what offenses are happening in the area, other towns, or across the United States. Addison submits crime data for public viewing with the goal of transparency since 2015. Several neighboring cities including Dallas, Carrollton, Coppell, and Irving, also upload report information. The website offers email subscriptions, customizable searches, and police beat information for contributing police agencies. While call and report data show a great bird’s eye, they are not and were never intended to be representative of every incident’s outcome. Call types are not updated as the nature changes and while report types are more accurate, they also only tell part of the story. No lesser-included offenses are listed, nor are any investigative updates or clearances. Provided for Information only, no action required.

2. **Discuss an Apartment Outreach Program.** *[Ken Schmidt, Development Services Director]*

This work session was discussed at the request of Deputy Mayor Pro Tempore Ward and Council Member Gardner. General discussion of how to engage apartment residents and management companies to become a part of the Addison community/vision – the Addison Way. Suggestions to expand communications with management companies similar to communication programs current in place with hotels, restaurants to include apartment residents/companies.

Direction: Outreach programs to be discussed during the Council Retreat and budget process.

3. **Present and Discuss Ownership Housing Builder/Developer Outreach Results.** *[Ken Schmidt, Development Services Director]*

This work session was presented at the request of Council Members Gardner and Resnik.

Background: In Late 2022, Town staff conducted outreach to ownership housing builders and developers to receive feedback on Addison and our capacity to support new ownership housing

investment. At that time, staff identified a mix of boutique, regional, and high-volume production builders and mixed-use developers that include townhomes in their product inventory. In total, Town staff reached out to 13 builders/developers and received responses from five groups that were willing to participate. Of those five willing participants, Town staff scheduled and held discussions with four groups, while the fifth group failed to show up for their scheduled zoom call. This outreach summary comprises feedback from the following developer perspectives:

- *Mixed-Use Boutique Developer:* This Dallas-based developer pursues a broad range of project types, with a strong focus on urban housing within Dallas' more prominent urban neighborhoods. They have substantial experience developing and partnering on moderately scaled high density townhome and medium density condo flat developments. As the cost to develop housing has increased, they have shifted their focus from ownership housing to urban multifamily rental housing and build-to-rent single-family housing. This developer has not pursued a project in Addison and anticipates remaining largely Dallas-focused.
- *Urban Infill Townhome Boutique Builder:* This Dallas-based boutique homebuilder pursues urban infill townhome projects in redeveloping districts and corridors. To this point, their focus has been on projects in Dallas, but they are pursuing opportunities within urban neighborhoods and corridors in suburban communities. This builder pursues smaller projects, generally ranging from 6 lots to 60 lots, with 30-45 lots being optimal. This builder does not develop condo flats and does not have any interest in pursuing that housing type at this time. This builder finds Addison to be an attractive market and is pursuing development opportunities in Addison at this time.
- *Urban Infill Regional Developer:* This Texas-based developer pursues urban infill mixed use projects anchored by housing. This company started with a focus on urban ownership housing, primarily townhomes and detached homes, and has since expanded their focus to include multifamily rental, condos, and neighborhood serving retail. This developer's primary market is Austin, and it maintains a presence in Dallas and several other major metro areas in other states. This developer finds Addison to be an attractive market and is pursuing development opportunities in Addison at this time.
- *Publicly Traded Production Builder:* This DFW-based developer is a publicly traded volume homebuilder with a substantial presence in Texas and several other states experiencing rapid growth. Their regional focus has been on the development of medium and large-scale master planned single-family detached communities in Collin County, and in suburbs such as Waxahachie and Princeton. This builder has several building divisions that include townhomes in their product inventory. One of these divisions is focused on lower density suburban townhome product, while the other division includes medium density urban townhome and detached home product. This builder does not develop condos or any form of rental housing. This developer has not pursued projects in Addison largely due to the opportunity cost resulting from the effort needed to acquire and assemble land in Addison that is in comparison, much smaller in scale than what they are achieving in communities with available vacant land.

Key Discussion Outcomes

Target Demographics. For the three builders/developers that primarily focus on urban neighborhoods, their market and typical homebuyer will typically be a first-time homebuyer. These homebuyers are frequently dual income and have yet to have kids and include a mix of current residents of the region and people relocating from other parts of Texas and other states. These homebuyers are typically seeking affordable, low maintenance housing that is in close proximity to amenities such as parks, trails, and desirable retail. School district ratings is less of a concern for these homebuyers as they have often not reached the stage in their life where they have school-aged children.

For the publicly traded production builder that primarily works in more suburban contexts, these trends also apply, but they also frequently find that single parents find their townhome options to be attractive. In those cases, school district considerations may be more important to the homebuyer.

Developer Locational Preferences. For the three builders/developers that primarily focus on urban neighborhoods, their focus is on emerging and established neighborhoods that are transitioning to a more urban, walkable context. They typically like to achieve projects early in the evolution of these neighborhoods, but they are less comfortable being the pioneer to kick off this evolution. If they see other projects of similar context being successful, they will be more likely to invest in that area, and even more so, if there is an attractive mix of existing and planned amenities in close proximity. These developers are comfortable developing adjacent to urban multifamily, single-family (traditional and urban), and neighborhood compatible commercial development. They avoid use, context, and infrastructure adjacencies that may make home sales challenging. Due to the nature of infill and redevelopment in established neighborhoods, these builders primarily pursue smaller ownership housing projects, generally ranging from 20 – 60 lots, and frequently participate as a component of a larger mixed-use project that includes urban multifamily rental housing and neighborhood serving retail.

For the publicly traded production builder that primarily works in more suburban contexts, the use adjacency trends noted above are applicable, however, they are more driven by development size and context. Most of this builder's development has occurred on vacant or underutilized land, with developments ranging from a minimum of 100 lots to over 3,000 lots. Where they have developed their urban townhome and detached home product, they have participated as a component of master planned urban mixed-use projects and as infill housing in established and emerging urban neighborhoods. In those cases, those developments have traditionally landed in the 30 – 60 lot size range.

Developer Housing Preferences. For the three builders/developers that primarily focus on urban neighborhoods, ownership townhomes have been one of their most successful product types. Their current preferences include:

- The mixed-use boutique developer has substantial development experience with townhomes but has not pursued an ownership townhome project since 2019. They made this shift towards rental multifamily and rental single-family housing because it was too challenging to develop an economically viable townhome that was financially attainable for their target market. This was driven by rising development costs and process delays in their target market, the City of Dallas.
- The boutique townhome builder primarily builds high-density 3-story townhomes, and far less frequently, they will also develop 3-story high density detached homes. They believe there is market support for similarly situated 2-story housing options; however, most often, the cost to develop at that scale is not viable.
- The urban infill regional developer has historically focused on high density 2 and 3 story townhomes and detached homes. In recent years they have shifted their focus to create medium scale projects inclusive of multifamily rental and/or condos, and at times, neighborhood serving retail.

For the publicly traded production builder, they primarily focus on the development of low and medium density 1-2 story detached homes on 4,000 – 7,000 square foot lots. Their townhomes and urban detached homes are typically 2 stories with limited yard space and served by common amenities.

Of the four builders/developers that staff visited with, none were bullish about condo flat development in the current DFW market, and three of the four are not currently pursuing condo flat development projects. Generally, the builders/developers see potential future viability for condo flats as the region continues to buildout and evolve. The urban infill regional developer does build condos as part of larger mixed-residential/mixed-use projects in urban environments.

Ownership Housing Development Constraints in Addison. The four builder/developers identified the following development constraints for new ownership housing in Addison:

- **Availability of Compatible Land:** Due to the existing development patterns in Addison, there are very few properties in Addison that are physically compatible and that make sense for economically viable ownership housing. Primary issues include adjacency to incompatible uses commercial/industrial/warehouse/airport) and frontages on auto-oriented corridors (DNT/Belt Line/Midway).
- **Balancing Development Costs with Affordability:** The margins are very tight for these projects, as these high-density ownership options do not capture the full market for ownership housing. Acquiring vacant land, parking lots, and underutilized land is optimal to reduce development costs. For smaller and medium properties (ideal for these projects), these builders/developers compete with restaurants and other forms of commercial development, which can typically achieve a higher sales price for sellers, and frequently do not require the buyer to pursue rezoning. Larger land assemblies are typically beyond their desired scale of development and require other development partners (most often urban multifamily) to take the lead. For redevelopment projects, there may be existing infrastructure and environmental constraints that further increase development costs. Maximizing density for the ownership housing is critical to their ability to make these projects economically viable.
- **Policy and Regulatory Direction:** Under current policy, the Town provides broad support for ownership housing options through the 2017 Housing Policy, but we provide little direction on where ownership housing options are most appropriate. While the Town has a very strong record of approving ownership housing proposals that are presented by developers, providing more targeted policy direction would be beneficial.

Potential Strategies to Increase Ownership Housing Options in Addison. The four builder/developers identified and/or provided feedback on potential strategies to increase ownership housing options in Addison. Some of these ideas were shared by staff and some were shared by the builders/developers. These include:

- **Targeted Outreach to the Broker Community:** Builders/developers frequently find out about the availability of properties through the brokerage community in DFW. With most properties entering the market in Addison being oriented towards commercial use, ownership housing may not always be top of mind for the brokers that are marketing these properties. Conducting outreach to these brokers regarding the Town's desires for ownership housing may lead to expanded opportunity for ownership housing builders/developers.
- **Policy and Regulatory Improvements:** As noted above, there is opportunity to provide additional clarity in the Town's long range planning policies to identify locations in Town where ownership housing is most appropriate. Additionally, there is opportunity to shape policies related to commercial parking requirements to allow underutilized surface parking lots to be partially redeveloped to allow for more economically viable ownership housing. Additional tools such as an overlay district targeting ownership housing could be created to grant "by right" opportunities

for new ownership housing. Tools such as this would need to be carefully crafted to ensure development quality would not be degraded.

- *Expedited Development Review Process:* While concern for duration of the development review process is largely targeted towards the Cities of Dallas and Austin, there are items that can be improved in Addison to reduce costs and to expedite ownership housing projects. These include allowing for less detailed plans in the rezoning process and created more “by right” zoning opportunities as noted above.
- *Land Assembly/Acquisition and Cost Participation:* Town cost participation is less of a concern for the smaller projects that fall within these builder/developers preferred development scenarios, but larger ambitious projects – similar to Addison Grove – are likely to require subsidy in the form of land acquisition or infrastructure participation.

Provided for Information only.

4. **Present and Discuss the Planning and Zoning Commission Annual Report for Calendar Year 2022.** *[Tom Souers, Planning & Zoning Commission Chairman; Ken Schmidt, Development Services Director]*

In accordance with Section 19 (Duties), Article XXIX, Appendix A (Zoning), of the Addison Code of Ordinances, the Planning and Zoning Commission must submit an annual progress report to the City Council. An initial draft of this report was presented to the Commission at their February 21, 2023 meeting. During that meeting, the Commission provided feedback on report content and identified goals for the 2023 calendar year. Provided for Information only.

Year in Review. In 2022, the Commission gained a new member in Juli Branson following the resignation of Commission Chair Eileen Resnik, who now serves on the Addison City Council. Subsequently, the Commission appointed Tom Souers to serve as Chair and Chris DeFrancisco to serve as Vice Chair. In May, Lesley Nyp joined Town staff to serve as the Planning and Development Manager. The year concluded with Commissioner John Meleky completing his third and final term on the Commission.

The Commission addressed more technically challenging proposals than it has seen in recent years. This included review and action on the Midway South Special Area Study, as well as several rezoning requests within that study area, which included the Cobalt Homes townhome development and the AMLI Treehouse mixed residential development. The Commission also reviewed and took action on several complex reuse and infill projects in Village on the Parkway, leading to a new restaurant, entertainment, office, and retail space in the center.

Commission meeting attendance remained very strong in 2022, with only four absences accrued for the year. The following Commissioners had perfect attendance during their tenure on the Commission in 2022 – Robert Catalani, Juli Branson, Nancy Craig, and Tom Souers. A 2022 Meeting Attendance exhibit provided a detailed attendance information for each commissioner.

2022 Case Summary. Overall, the Commission experienced an increased workload over previous years. This can largely be attributed to increased redevelopment activity west of Midway Road and at Village on the Parkway. Over the course of 11 regular meetings held in 2022, the Planning and Zoning Commission reviewed 34 cases, a 36 percent increase from 2021.

This case load was comprised of the following: 13 Rezoning and Development Plan Requests; 12 Special Use Permit Requests; 8 Plats; and 1 Long Range Planning Policy (Midway South Special Area Study)

Notable Projects and Development Trends. Several key development trends took shape in 2022. These include:

- **Midway South Special Area Study.** In August, the City Council adopted the Midway South Special Area Study, a long-range planning policy guiding future development and the provision of infrastructure and social amenities within a 79± acre area bounded by Belt Line Road to the north, Hornet Road to the south, Midway Road to the east, and existing residential neighborhoods to the west.
- **New Housing Opportunities.** Cobalt Homes will be developing a 31-lot townhome development at the former Super 8 Motel site on Beltway Drive, west of Midway Road. AMLI Residential will be redeveloping Office in the Park – a declining office complex fronting Midway Road – with a mixed residential project comprised of multifamily residential buildings with ground floor retail, rental townhomes, ownership townhomes, and 3 acres of public open space. UDR is developing a rental townhome project at the southeast corner of Spring Valley Road and Vitruvian Way and JPI is developing a multifamily residential building at the southeast corner of Addison Road and Airport Parkway.
- **Continued Evolution of Village on the Parkway and Prestonwood Place.** Village on the Parkway will experience new investment through several new restaurant and entertainment concepts – Hawkers, Nando’s, and Puttshack – as well as a new 3 story mixed-use building providing office space with retail and restaurants at the ground floor. Two new restaurant concepts - Sweetgreen and Postino - will share a building at the southwest corner of Belt Line and Montfort, while Modern Animal Veterinary Clinic will be added to the mix at Prestonwood Place.

Commission Goals for 2023.

- Increased emphasis on pedestrian safety and comfort – particularly at crosswalks – in the development review process and in capital improvement planning policy and construction.
- Continued review of the Town’s parking and sign standards to support more efficient parking design/wayfinding, and to require/incentivize the provision of features such as EV charging stations, ride share zones, bicycle parking, and wayfinding signage.
- Conduct a development tour with the Commission and create a digital inventory of Commission actions.

Provided for Information, no action required.

5. **Present and Discuss the Format for the Town Meeting on April 3, 2023.** [Mary Rosenbleeth, Communications & Marketing Director]

Town Meetings are held twice a year in the spring and fall. This year, the spring meeting is scheduled for April 3, 2023 at 7:00 pm at the Addison Conference Centre. The purpose of this

item is to discuss the format and topics for the presentation. Mayor and City Council Members will present the following topics:

Spring 2023 Town Agenda Items

Speaker	Topic
Mayor Joe Chow	2019 Bond Project Update
Council Member Guillermo Quintanilla	Silver Line/TOD Update/ED
VIDEO	Midway Road/Infrastructure Update
Council Member Darren Gardner	Addison Airport Update
Mayor Pro-Tempore Kathryn Wheeler	Celebrating 70 Years
Council Member Eileen Resnik	Special Events Preview
Council Member Tom Braun	Grant-funded Services for Residents
Deputy Mayor Pro-Tempore Lori Ward	Comprehensive Plan Overview

6. **Present and Discuss the DART Service Area City Distribution.** *[Steven Glickman, Chief Financial Officer]*

Staff presented information on the DART Service Area City Distribution and to seek Council direction regarding use of the funds. DART's Board of Directors approved the allocation of \$233.9 million to DART service area cities for Public Transportation System or Complementary Transportation purposes. Addison's allocation is \$4.411 million. The allocations are based on each entity's sales tax generated for DART during FY's 2021 & 2022 or population, whichever method generated the highest allocation for each entity. DART's Board of Directors approved the Public Transportation Interlocal Agreement on November 15, 2022.

Town's Obligation. (1) Town must be in good standing with DART, (2) Town must work collaboratively with DART in achievement of its goals, (3) Town is responsible for the implementation and operation of eligible projects, and (4) Town is responsible for obtaining and maintaining adequate insurance.

Project Eligibility.

- (1) Supports DART's public transportation system or
- (2) Provide complimentary transportation services:
 - a. Special transportation services for a person who is elderly or has a disability,
 - b. Medical transportation services,
 - c. Assistance in street modifications as necessary to accommodate the public transportation system, or
 - d. Any other service that complements the public transportation system, including providing parking garages.

Project Timeline.

- Town must submit proposed projects to DART by January 1, 2024
- Contracts for eligible projects must be awarded by the Town by February 28, 2025
- Eligible projects must be substantially complete by January 30, 2026
- Requests for funds must be submitted by April 30, 2026

Fund Disbursement.

- For projects under \$250k: DART will distribute 50% upon project approval and the remainder on a reimbursement basis.
- For projects over \$250k: DART will distribute 10% upon project approval, 40% after receipt of a notice to proceed by the Town to its contractor, and remainder on a reimbursement basis.

Staff Recommendation. Use the full \$4.411 million for trail system improvements. On May 25, 2021 Council adopted the City-Wide Trails Master Plan with a total cost to implement phase 1 projects of approximately \$24M with approximately \$4.5M of phase 1 currently funded through the 2019 bond program. Recommended Projects:

- Cottonbelt Trail Amenities (approximate cost \$1M)
- Extension of Redding Trail to Midway Road (approximate cost \$500k)
- Beltway Bike Lane and Greenspace (approximate cost \$1.5M)
- Westgrove Bike Lanes (approximate cost \$1.5M)

Provided for Information, action required in *CONSENT AGENDA Item 6.*

7. **Present and Discuss the Finance Department Quarterly Financial Report of the Town of Addison for the Fiscal Year 2023 First Quarter Ended December 31, 2022.**
[Steven Glickman, Chief Financial Officer]

The Town of Addison's financial policies require the publication of a financial report 60 days subsequent to the end of the fiscal quarter. This report covers the financial performance through the first quarter for Fiscal Year 2023 (October 1, 2022 - December 31, 2022). Enclosed in the report is an executive dashboard that provides a high-level look at some of the key financial indicators along with more detailed exhibits that demonstrate the current financial positions for the various funds. The report includes information for the following funds: General, Hotel, Economic Development, Airport, Utility, and Stormwater funds.

Key highlights for the first quarter include:

- General Fund revenue totaled \$11.4 million, which is 25.8 percent of the fiscal year budget.
- General Fund expenditures totaled \$9.8 million, which is 22.3 percent of the fiscal year budget.
- Sales tax collections totaled \$3.7 million, which is 25.5 percent of the fiscal year budget.
- The Hotel Fund had revenue of \$1.4 million, an increase of \$482 thousand from this time a year ago, and expenditures of \$969 thousand.
- Performing Arts expenditures are at 60.1 percent due to the payment of the WaterTower Theatre grant.
- Special Events revenues totaled 10.0 percent and expenses totaled 1.1 percent of the fiscal year budget because of the timing of events.
- Airport Fund operating revenue totaled \$1.8 million or 26.3 percent and operating expenditures totaled \$918 thousand or 16.5 percent of the fiscal year budget.
- Utility Fund operating revenue totaled \$4.0 million or 25.9 percent and expenditures totaled \$3.4 million or 21.9 percent of the fiscal year budget.

- Stormwater Fund revenue and expenditures are in line with historical averages.

The Quarterly Investment Report for Quarter 1 of Fiscal Year 2023 is also being provided for information purposes with no action required. This report has been prepared in accordance with state law and the Town' Financial Policies.

	Book Value	Market Value	Interest Revenue	Weighted Average Yield-to Maturity
12/31/2022	131,115,551	125,350,795	616,157	2.25%
9/30/2022	132,941,026	126,674,715	376,455	1.69%
Change	(1,825,475)	(1,323,920)	239,702	0.57%
% Change	-1.37%	-1.05%	63.67%	33.61%

REGULAR MEETING

Announcements and Acknowledgments Regarding Town and Council Events and Activities

- Board Member Recognitions
 - Nancy Craig, Planning and Zoning Commission
 - Stephanie Baim, Community Partners Bureau

Discussion of Meetings / Events

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

No citizens requested to address the City Council.

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

- Consider Action on the Minutes from the February 13, 2023 City Council Meeting.**
 - Consider Action on a Resolution Approving a Developer's Agreement Between the Town of Addison and COG Dallas Homes III, LLC for the Addison Reserve Townhomes Development Project, and Authorizing the City Manager to Execute the Developer's Agreement.**
 - Consider Action on a Resolution for an Interlocal Agreement with Dallas Area Rapid Transit for Public Transportation Improvements and Authorize the City Manager to Execute the Agreement.**
 - Consider Action on a Resolution Approving a Lease Agreement Between the Town of Addison and Kennington Parkway, Ltd. for the Property Located at 4950 Keller**
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Springs Road Suite 200, Addison, Texas, and Authorizing the City Manager to Execute the Agreement.

12. **Consider Action on a Resolution Approving an Office Lease Agreement Between the Town of Addison and Kennington Commercial, at 4950 Keller Springs Road Suite 155, Addison, Texas for the Animal Control Office and Authorizing the City Manager to Execute the Agreement.**
13. **Consider Action on a Resolution Approving the Purchase of Three Vehicles for the Addison Police Department and Authorizing the City Manager to Execute the Purchase Agreements in an Amount Not to Exceed \$166,248.60.**
14. **Consider Action on a Resolution Approving an Agreement with SRH Landscapes, LLC for Parks and Airport Properties and Right of Way Maintenance; and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$184,370.**

Mayor Chow called for any requests to remove an Item for separate discussion. No requests were made.

MOTION: Council Member Braun moved to approve Consent Agenda Items 8-14 as presented. Deputy Mayor Pro-Tempore Ward seconded the motion. Motion carried unanimously.

Resolution No. R23-016: Agreement COG Dallas Homes III, LLC – Addison Reserve Townhome Development Project

Resolution No. R23-017: ILA Dallas Area Rapid Transit, Public Transportation Improvements

Resolution No. R23-018: Lease Kennington Parkway, Ltd., 4950 Keller Springs Road Ste 200

Resolution No. R23-019: Lease Kennington Commercial, 4950 Keller Springs Road Ste 155

Resolution No. R23-020: Purchase 3 Police Department vehicles

Resolution No. R23-021: Agreement SRH Landscapes, LLC – Park/Airport properties, ROW Maintenance

Regular Items

15. **Present, Discuss, and Consider Action on an Ordinance Amending Chapter 58, Parks and Recreation, Article III, Addison Athletic Club, by Amending and Restating Sections 58-66 in its Entirety.** [*Janna Tidwell, Parks & Recreation Director; Pat White, Assistant Director of Recreation*]

On December 12, 2022, staff made a presentation to the Council regarding the following Addison Athletic Club (AAC) topics:

- Membership requirements for the Addison Athletic Club (AAC),
- Homestead exemption documentation and the feasibility of using this exemption in lieu of a Department of Public Safety (DPS) Driver's License or ID card to establish Addison residency to meet AAC membership requirements, and

- Allowing the Director of Parks and Recreation to adjudicate individual applications requesting exceptions to the rules.

As a result of the feedback received from Council on December 12, 2022, staff is bringing forward amendments to the Code of Ordinances, Chapter 58 Parks and Recreation, Article III, Section 58-66, Item (b). The proposed amendments were developed to address the concern that a small portion of Addison residents could not meet the identification requirements established in the ordinance and therefore, could not obtain membership at the AAC.

In addition to the proposed amendments to the Ordinance, staff has drafted an Internal Policy that will be used to verify Addison residency as follows:

Applicants wishing to obtain membership at the AAC that cannot provide the required identification as defined in Sec. 58-66 (a) (1) in the Town Ordinance may, at the Director's discretion, provide a notarized statement of residency to prove Addison residency. The notarized statement of residency must be submitted and provided to the Director or their designee. The statement of residency must have two additional forms of address verification from the list below. The address on the additional forms of verification must match the address provided on the notarized statement of residency:

- Residential property deed, tax statement, mortgage statement or lease agreement.
- Valid, unexpired Texas voter registration card.
- Current statement from a financial institution.
- Current Homeowner's or Renter's Insurance Policy or statement.
- Valid, unexpired Texas Motor vehicle registration or title.
- Selective Service card.
- Medical statement or insurance policy.
- Recent Statement from a federal, state, county, or government agency.
- Other items as approved by the Director or their designee.

MOTION: Council Member Gardner moved to adopt Item #16 as presented. Council Member Braun seconded the motion. Motion carried unanimously.

Ordinance No. O23-13: Ordinance Amending Chapter 58, Parks and Recreation, Article III, Addison Athletic Club, by Amending and Restating Sections 58-66 in its Entirety.

16. **Present, Discuss, and Consider Action on an Ordinance Amending Chapter 54, Article III of the Code of Ordinances by Adding a New Article IV Entitled Possession of Catalytic Converters.** *[T.J. Smetzer, Police Lieutenant]*

This agenda item proposes amending Chapter 54, Article III, to make it an offense to possess catalytic converters under certain circumstances. Thefts of catalytic converters have been increasing nationwide, including in Addison. In 2021, the Addison Police Department received 107 reports of stolen catalytic converters and 275 reports in 2022.

Currently, there is no state law offense for simply possessing a catalytic converter that has been removed from a vehicle. Officers would have to prove the person possessing the catalytic converter stole it themselves or knew it was stolen property in order to prosecute under state law.

The proposed amendment would make it an offense to possess a catalytic converter that has been removed from a vehicle with an exception for metal recycling companies. Additionally, this ordinance would not apply if the possessor can prove the converter was removed from their vehicle or was passed from the owner of a vehicle to the person in possession. Each converter in possession would be considered a separate offense.

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

Ordinance No. O23-14: Amending Chapter 54, Article III of the Code of Ordinances by Adding a New Article IV Entitled Possession of Catalytic Converters.

17. **Present, Discuss, and Consider Action on a Resolution Accepting Resignation of Place 2 Board of Zoning Adjustment Member and Appoint a New Place 2 Member to fill the Two-Year Unexpired Term Through December 2024.** [Irma Parker, City Secretary]

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 February 13, 2023, Place 2 Board of Zoning Adjustment Member Dan Liscio submitted his letter of resignation. On this date, Mr. Liscio 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 February 13th, Council Member Quintanilla was notified of Board Member Liscio'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.

MOTION: Council Member Quintanilla moved to appoint Tyler Wright to Place 2 of the Board of Zoning Adjustment. Council Member Braun seconded the motion. Motion carried unanimously.

Resolution No. R23-022: Appointment of Tyler Wright, Place 2, Board of Zoning Adjustment

Adjourn Meeting

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

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

Irma G. Parker, City Secretary