



Addison City Council Meeting

September 23, 2025

Addison Town Hall

5300 Belt Line Road

Dallas, Texas 75254

**AMENDED 9/23 at 1:24 PM — Addition of Council
Q&A Document to WS Item #3a (Council Q&A)**

Email comments may be submitted using the Public Comment Form located on Addison's website by 3:00 PM on the meeting day. The meeting will be live-streamed at www.addisontx.gov.

WORK SESSION

The Addison City Council will convene in the Town Hall Parlor beginning at 5:30 PM.

1. **Call Meeting to Order and Announce that a Quorum is Present.**
2. **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.
3. **Council Member Clarification Requests Regarding Consent Agenda Items.**
 - a. Council Questions and Answers.

4. **Closed Meeting.** The Addison City Council will enter a Closed Meeting pursuant to Texas Government Code Sections 551-071 through 090 to discuss the following item(s):
 - a. Pursuant to Section 771.071(2) - Consultation with the City Attorney regarding matters in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code — discuss legal enforcement options to address increased utilization of public safety resources for hotel and motel businesses.
5. **Open Meeting.** In accordance with Texas Government Code Chapter 551, the Addison City Council will reconvene in an Open Meeting to consider action, if any, on the matters discussed in the Closed Meeting.
6. **Work Session Reports**
 - a. Present and discuss the creation of a Bond Advisory Committee for a potential May 2026 Bond Election to consider funding for a new Police and Courts facility.

COUNCIL MEETING

The Addison City Council will convene for a Council Meeting beginning at 7:00 PM in the Town Hall Council Chambers.

1. **Pledge of Allegiance.** United States and Texas Flags
2. **Proclamations / Presentations**
 - a. City Manager's Announcements.
 - b. Employee Recognition.
 - c. National Preparedness Month Proclamation.

3. **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.
4. **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.
 - a. Consider action on the Minutes from the September 2, 2025 Special City Council Meeting.
 - b. Consider action on an Ordinance amending Chapter 2, Section 2-351 of the Code of Ordinances for animal services fees and updated summer camp fees and repealing Chapter 58, Section 58-70 of the Code of Ordinances.
5. **Items for Individual Consideration.**
 - a. Present, discuss and consider action on a Resolution approving the installation of a mosaic art piece, donated by the Addison Arbor Foundation, to be located on a masonry wall constructed as part of the Les Lacs Pond Phase II Construction Project, and providing for an effective date.
 - b. Present, discuss, and consider action on an Ordinance to amend the Town's annual budget for the fiscal year ending September 30, 2025.
 - c. Present, discuss, and consider action on a Resolution adopting revisions to the guidelines of the Neighborhood Vitality Grant program.

- d. Present, discuss, and consider action on Change Order #2 to the professional services agreement with Kimley-Horn and Associates, Inc. for additional design services for the Montfort Drive Reconstruction Project in an amount not to exceed \$576,500, increasing the total contract amount to \$1,663,500.

6. **Items of Community Interest.** The City Council will have this opportunity to address items of community interest, including: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition; a reminder about an upcoming event organized or sponsored by the Town of Addison; information regarding a social, ceremonial, or community event that was or will be attended by an Addison City Council member or an official; and, announcements involving an eminent threat to public health and safety in Addison that has arisen since posting this agenda.

7. **Adjourn Meeting.**

NOTE: The City Council reserves the right to meet in a Closed Meeting at any time during this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551. Any decision held on such matters will be conducted in an Open Meeting following the conclusion of the Closed Meeting.

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

Posted by: Valencia Garcia

Date posted: September 17, 2025 Time posted: 4:26 PM

Date removed from bulletin board: _____

Removed by: _____

2025 City Council Regular Meeting

3. a.

Meeting Date: 09/23/2025

Department: City Secretary

AGENDA CAPTION:

Council Questions and Answers.

BACKGROUND:

The Council Questions and Answers document, along with any handout(s) provided during the meeting, will be attached below. Due to the requirement to post the agenda prior to these attachments being created, the Council Questions and Answers document will be uploaded just prior to the meeting. Any handouts presented during the meeting will be added on the next business day.

FISCAL IMPACT

N/A

RECOMMENDATION

Information only.

Attachments

Answers to Council Questions - September 23, 2025



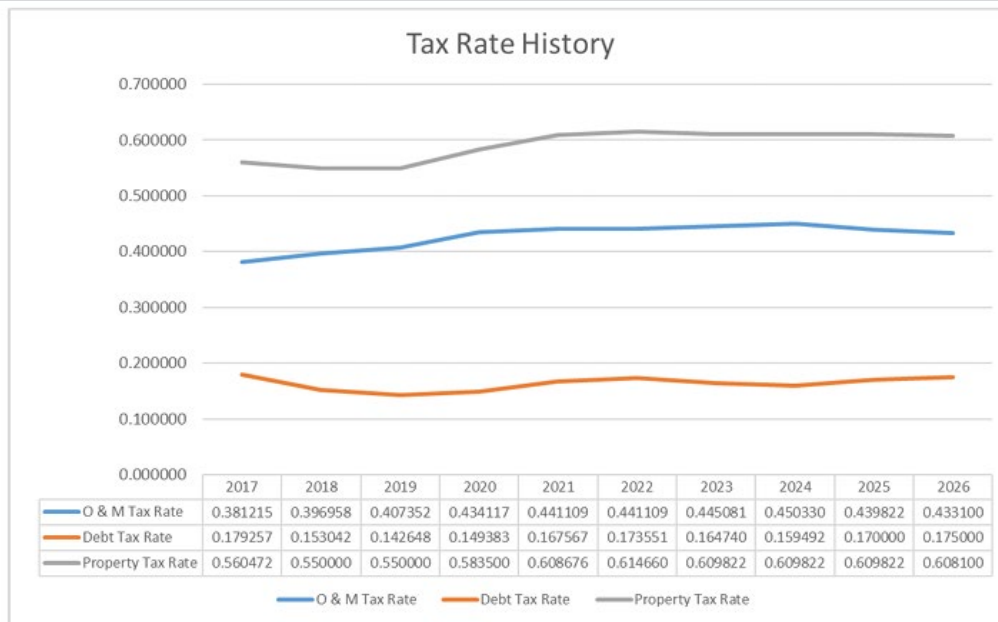
Answers to Council Questions – September 23, 2025

Work Session

Item #6a. Present and discuss the creation of a Bond Advisory Committee for a potential May 2026 Bond Election to consider funding for a new Police and Courts facility.

Question 1: Please provide a chart like those on page 4 and 5 for years 2017 - 2037.

Tax Rate History

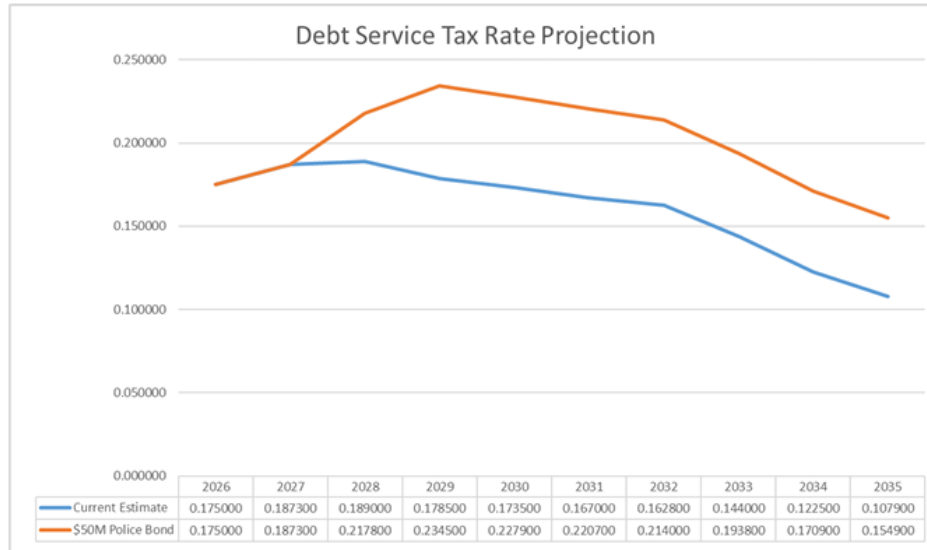




Answers to Council Questions – September 23, 2025

Tax Rate Projection – Debt Service

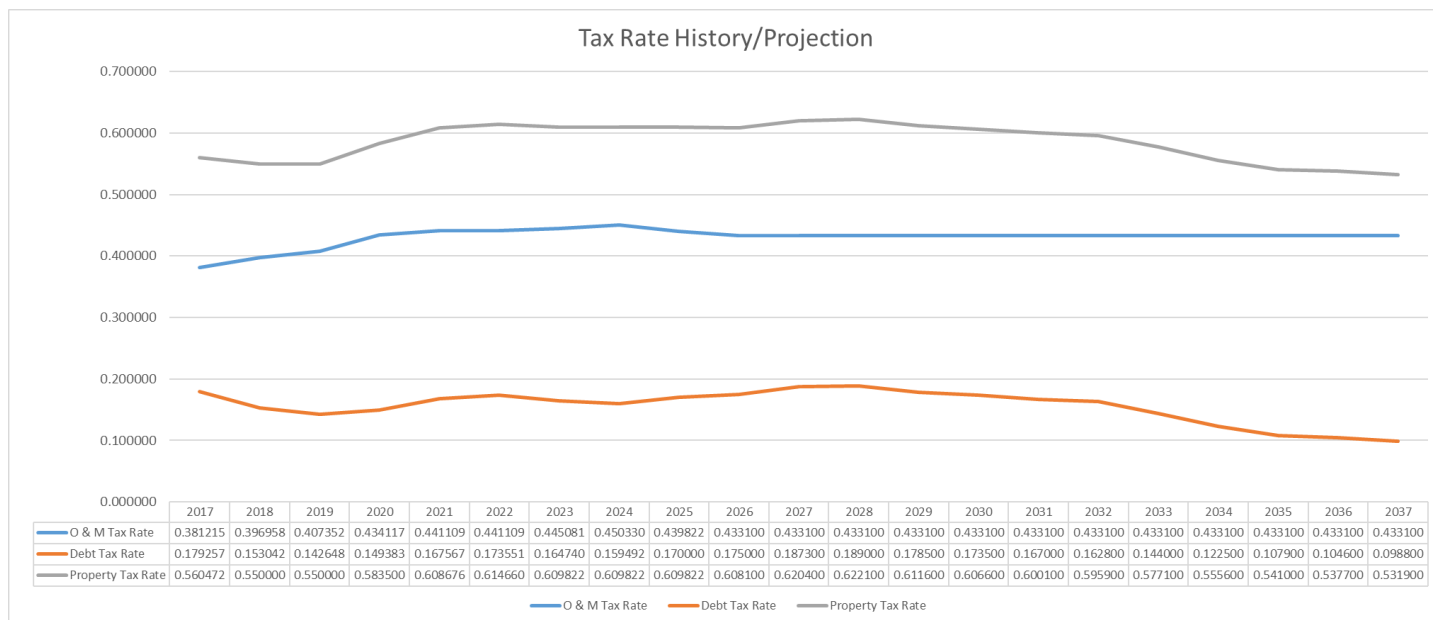
ADDIS



- Based on a \$50 million project cost, staff anticipates a tax rate impact of approximately \$0.056020/100.
- Staff anticipates the debt service portion of the tax rate to increase to a maximum of \$0.234500/100 in Fiscal Year 2029.
- Every \$10 million in project cost increases or reductions will change the estimated property tax rate impact by approximately 1.1 cents.

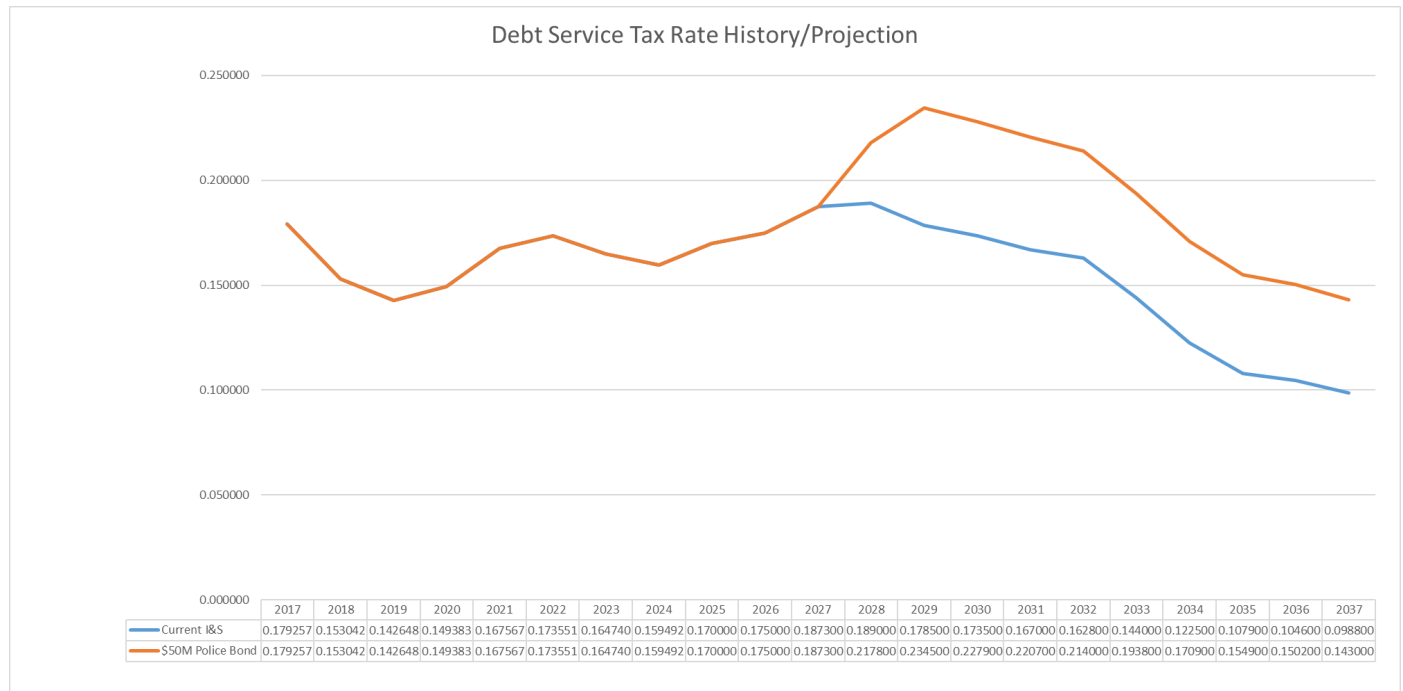
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Response: Please see the requested charts below.





Answers to Council Questions – September 23, 2025



Question 2: What current and proposed projects do the tax rate projections include? Do the projections include the Montfort project and scope expansion? The Quorum South project?

Response: The projection includes both the Quorum South project and Montfort project with the expanded scope. The funds for those projects have already been acquired via a State Infrastructure Loan in lieu of a bond issuance that saves approximately \$5.9 million in interest cost over the life of the loan.

The projection also includes Certificates of Obligation issuances for the following:

- \$2M for Fire apparatus in 2026
- \$3M for Fire apparatus in 2028
- \$2M for Addison Grove infrastructure in 2028
- \$5M for Vitruvian Park infrastructure in 2028

Individual Consideration

Item #5d. Present, discuss, and consider action on Change Order #2 to the professional services agreement with Kimley-Horn and Associates, Inc. for additional design services for the Montfort Drive Reconstruction Project in an amount not to exceed \$576,500, increasing



Answers to Council Questions – September 23, 2025

the total contract amount to \$1,663,500.

Question 1: What efforts have been made to get Dallas to address this with us; to partner with us? Why don't we get Dallas to pay for their part?

Response: The reconstruction of Montfort Road and the associated signal upgrades are not included in Dallas' long-term plans. This is why the Town took the initiative to move forward so that we can improve the roadway and intersections for our residents.

Town staff is coordinating closely with the City of Dallas on their infrastructure in the area, including water transmission and sanitary sewer lines, to ensure Dallas can maintain and operate its system effectively. The Town's role will be to grant the necessary easements for any Dallas-owned water or sanitary sewer utilities located within the boundary adjustment that require ongoing access for maintenance.

Question 2: What is a rough estimate of the franchise utility relocations?

Response: The franchise utility relocations required to avoid conflicts with the Montfort Drive Reconstruction Project are not required to be funded by the Town. Town staff will coordinate with the utility companies to ensure relocations are completed before the Town's construction activities commence. If the utilities only need to be relocated to avoid conflicts with new infrastructure and remain overhead, the associated costs will be borne by the utility providers. This same approach was successfully implemented on the Keller Springs Road Reconstruction Project.

Question 3: Is Oncor undergrounding an additional cost to the \$15.5M? Is the undergrounding optional?

Response: Yes. Relocating Oncor's existing overhead electrical lines into an underground duct bank would add an estimated \$6 million or more to the project cost, above the \$15.5 million already budgeted. This undergrounding is not required and is considered optional.

2025 City Council Regular Meeting

4. a.

Meeting Date: 09/23/2025

Department: City Manager

AGENDA CAPTION:

Pursuant to Section 771.071(2) - Consultation with the City Attorney regarding matters in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code — discuss legal enforcement options to address increased utilization of public safety resources for hotel and motel businesses.

BACKGROUND:

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

Information only.

2025 City Council Regular Meeting

6. a.

Meeting Date: 09/23/2025

Department: City Manager

Key Focus Areas: Public Safety

Financial Health and Organizational Excellence

Community Engagement

AGENDA CAPTION:

Present and discuss the creation of a Bond Advisory Committee for a potential May 2026 Bond Election to consider funding for a new Police and Courts facility.

BACKGROUND:

Over the last few years, Town facilities have been comprehensively assessed over a few phases and iterations. On [May 28, 2024](#), staff presented a strategy on Town facilities, including the construction of a new Police and Courts facility due to its current condition. Staff provided an initial estimate of \$35 million to construct a new Police and Courts facility on the same site. At that time, Council provided direction to move forward using Certificates of Obligations (COs). Staff engaged an architect to begin planning for a new facility, including the development of a space needs assessment for the Police Department and Court, evaluation of construction options on the same site, and estimation of construction costs.

In a Work Session on [May 6, 2025](#), staff reviewed the increased cost from the initial May 2024 estimate and the added complexity of some of the decisions to construct a new Police and Courts facility on the same site. Council provided direction to plan for a bond election, rather than issue COs, and begin development of a bond advisory committee to engage the community and vet the potential project further.

Bond Advisory Committee

Staff will brief the Council on the proposed bond process, advisory committee, schedule, and critical dates if a bond election is to be called for May 2026. Based on previous discussions with Council, a proposed bond election in May 2026 would propose a single proposition to fund a new Police and Courts facility. The advisory committee would assist in reviewing a proposed facility, options, and costs, and provide a recommendation to Council regarding the proposed project and dollar amounts to be considered by the public in a bond election. To hold a bond election in May 2026, a bond election would need to be called by City Council by February 13, 2026.

If Council wishes to proceed with the proposed bond advisory committee and timeline, staff has an application prepared and ready to launch on the Town's website that can be used by residents interested in serving on the Committee. The applications would open on Wednesday, September 24 and close after Tuesday, October 7. Applications will be distributed to Council, and Council would be asked to make appointments to the committee at the October 14, 2025 Council meeting.

FISCAL IMPACT

An estimated tax rate impact will be covered in the presentation. The bond advisory committee would consider and make a recommendation to City Council on the proposed project and dollar amounts to be considered by the public in a May 2026 bond election.

RECOMMENDATION

Staff seeks Council direction on:

1. Moving forward with a 2026 Bond Election for a Police and Courts Facility
2. Forming the proposed 2026 Bond Committee and timeline

Attachments

Presentation - 2026 Bond Committee

Potential 2026 Bond Election and Bond Committee

September 23, 2025 City Council Meeting

Sarah Kuechler, Chief of Staff

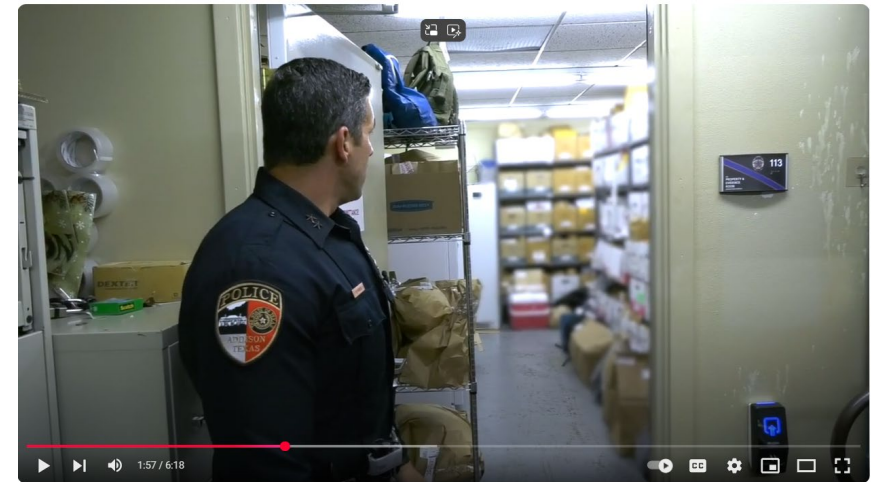
The logo for the City of Addison, featuring the word "ADDISON" in blue capital letters inside a white circle, which is set against a blue background with a white diagonal line.

- **2019 – 2023:** Town facilities were comprehensively assessed with recommendations and options presented. Discussions continued over a few phases and iterations.
- **February 2024:** In the strategic planning retreat, Council directed staff to proceed with consideration of a plan and funding for the Police and Courts facility due to its condition.
- **May 28, 2024:** Staff provided an initial estimate of \$35 million for a new Police and Courts facility on the same site. Council provided direction to move forward at the time using Certificates of Obligation (COs).
- **October 2024 – April 2025:** Staff engaged an architect to begin planning for a new facility (including developing a space needs assessment for the PD and Court, evaluating construction options with proposed site, and estimating construction costs).
- **May 6, 2025:** During a Council Work Session, staff reviewed the increased costs and added complexity of decisions to construct a new Police and Courts facility. Council provided direction to plan for a bond election, rather than issue COs, and begin development of a Bond Committee.
 - View that [agenda item and presentation here](#).

Potential 2026 Bond Election

ADDISON

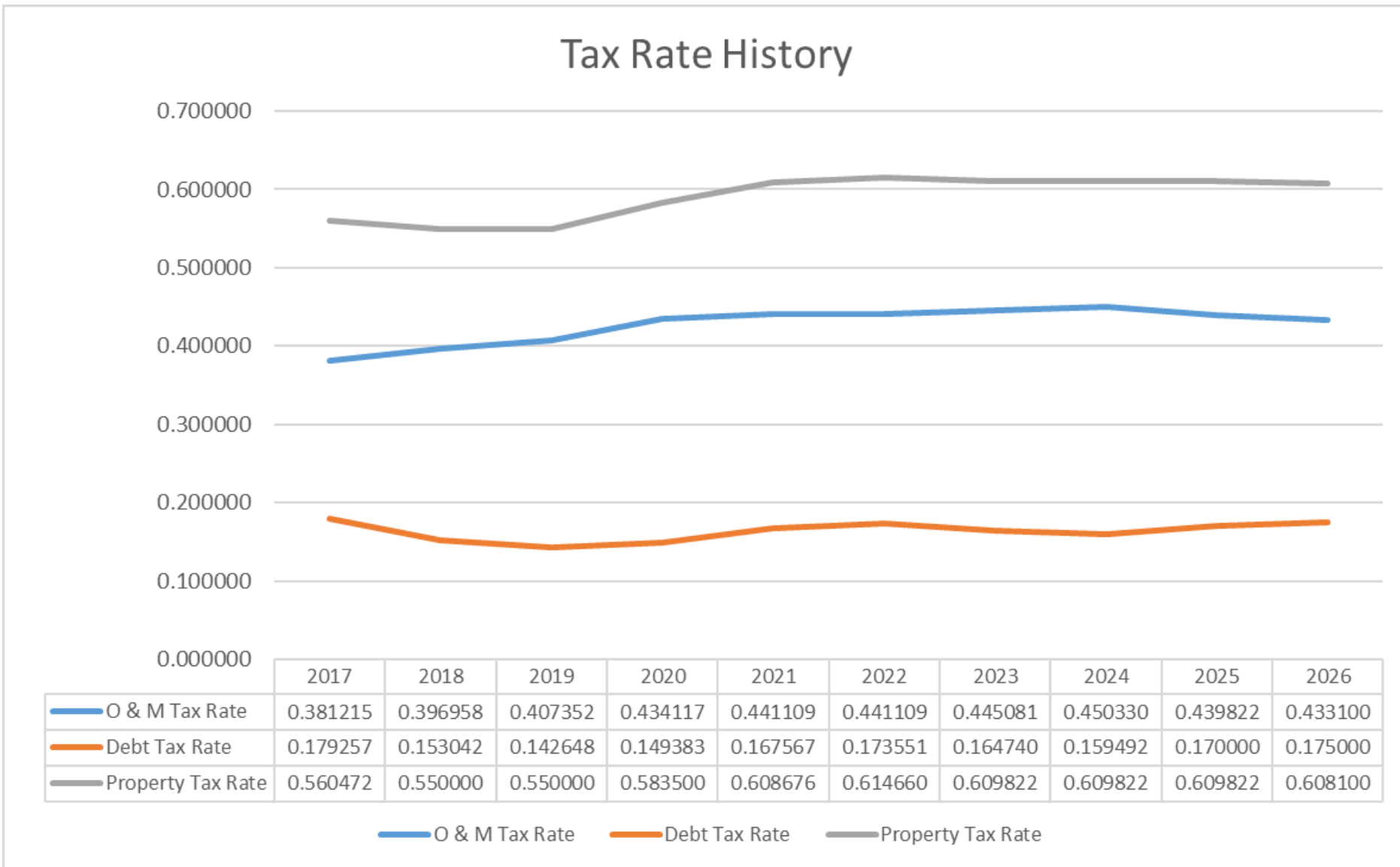
- **Propose a single proposition to fund a new Police and Courts Facility.**
- Current facility:
 - Is aging and failing at over 40 years old.
 - Continued maintenance is no longer financially justifiable.
 - Police Department has exceeded space for current staff and no room for future growth.
 - Is not ADA compliant.
 - Not as competitive in the market to attract and retain employees due to its current condition.



[October 2024 Video](#) – showing needs and condition of current facility.

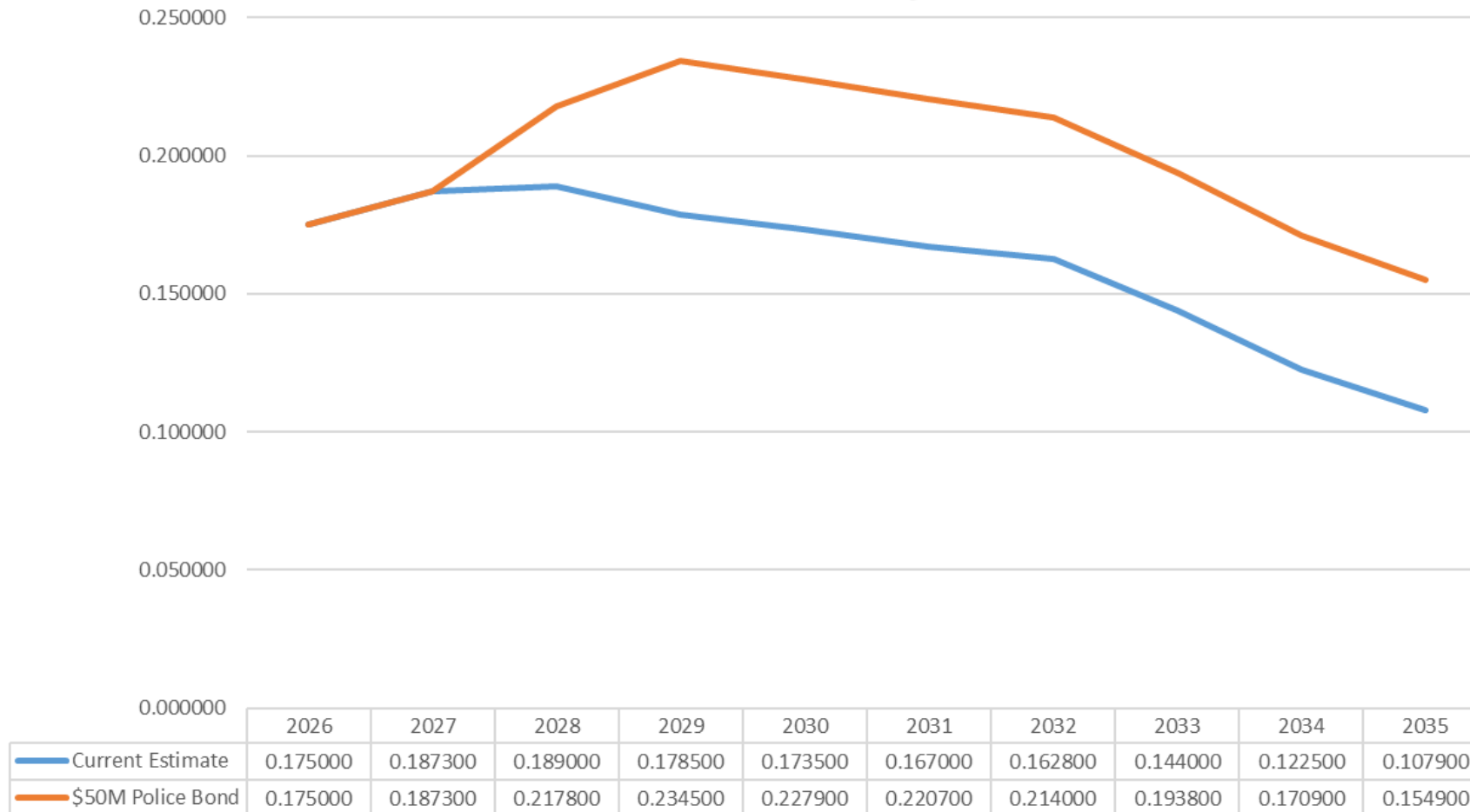
Tax Rate History

ADDISON



Tax Rate Projection – Debt Service

Debt Service Tax Rate Projection



- Based on a \$50 million project cost, staff anticipates a tax rate impact of approximately \$0.056020/100.
- Staff anticipates the debt service portion of the tax rate to increase to a maximum of \$0.234500/100 in Fiscal Year 2029.
- Every \$10 million in project cost increases or reductions will change the estimated property tax rate impact by approximately 1.1 cents.

Establishing a Bond Committee

- **Committee Purpose**

- Review proposed facility, options, and costs.
- Provide input and make a recommendation to Council regarding proposed project and dollar amounts to be considered by the public in the May 2026 Bond Election.
- Support the Town's commitment to fiscal responsibility and community engagement in major capital planning.

- **Proposed Membership**

- Total of **14 committee members** appointed by Council Members.
- Each Council Member appoints two committee members.
- Chairperson selected by the committee.

- **Resolution**

- A resolution could be brought forward at the October 14th Council Meeting to establish the committee and appoint members.

Bond Committee Meetings

- **Anticipated 3-4 Committee meetings** addressing the following topics:
 1. *Tentative – Thursday, October 30:*
 - Overview of Bond Committee process
 - Financial background and assumptions
 - Overview of current PD building and tour
 2. *Tentative – Thursday, November 20:*
 - Review of needs assessment and best practices for public safety facilities
 - Review and discuss options
 3. *Tentative – Thursday, December 4:*
 - Review and discuss options
 - Committee discussion and recommendation
 4. *Tentative – Thursday, January 8:*
 - Continued Committee discussion and recommendation (if needed)

Tentative 2026 Bond Election Timeline

A blue circular logo with the word "ADDISON" in white, uppercase letters.

October 14, 2025	Consider a Resolution to form a Bond Committee
October 2025 – January 2026	Bond Committee meetings <ul style="list-style-type: none">• Anticipate 3-4 meetings, including tour of current Police and Courts facility.
January 2026	Present Bond Committee recommendation to City Council
February 2026	City Council calls May 2026 Election <ul style="list-style-type: none">• A May 2026 Bond Election would need to be called by February 13, 2026.
April 2026	Early Voting begins
May 2026	Election Day on May 2, 2026

- Staff seeks Council direction on:
 1. Moving forward with a 2026 Bond Election for a Police and Courts Facility
 2. Forming the proposed 2026 Bond Committee and timeline

- If Council would like to proceed with proposed Bond Committee:
 - Staff can promote and open an application for interested residents to serve on the Committee.
 - Application would open on Wednesday, September 24 and close on Tuesday, October 7.
 - Council Members to provide the names of their two (2) Committee appointments before or at the Tuesday, October 14 Council meeting.

Questions

2025 City Council Regular Meeting

2. a.

Meeting Date: 09/23/2025

Department: City Manager

AGENDA CAPTION:

City Manager's Announcements.

BACKGROUND:

The City Manager will make announcements of interest to the Town.

FISCAL IMPACT

N/A

RECOMMENDATION

Information only.

2025 City Council Regular Meeting

2. b.

Meeting Date: 09/23/2025

Department: City Manager

AGENDA CAPTION:

Employee Recognition.

BACKGROUND:

The City Manager will recognize an employee for his/her service to the Town.

FISCAL IMPACT

N/A

RECOMMENDATION

Information only.

2025 City Council Regular Meeting

2. c.

Meeting Date: 09/23/2025

Department: City Manager

AGENDA CAPTION:

National Preparedness Month Proclamation.

BACKGROUND:

The Federal Emergency Management Agency's (FEMA) Ready Campaign has observed National Preparedness Month since 2004 to encourage Americans to prepare for emergencies. The month is a great time to take small steps to make a big difference in being prepared. The 2025 theme "Preparedness Starts at Home" focuses on getting back to the essentials of preparedness.

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

2025 City Council Regular Meeting

4. a.

Meeting Date: 09/23/2025

Department: City Secretary

AGENDA CAPTION:

Consider action on the Minutes from the September 2, 2025 Special City Council Meeting.

BACKGROUND:

The minutes for the September 2, 2025 Special City Council Meeting have been prepared for consideration.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval.

Attachments

Minutes - September 2, 2025 Special City Council Meeting

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

September 2, 2025

**Addison Town Hall
5300 Belt Line Road, Dallas, TX 75254
6:00 PM Work Session – Town Hall Parlor
7:00 PM Special Meeting – Town Hall City Council Chambers**

Present: Mayor Bruce Arfsten; Mayor Pro-Tempore Marlin Willesen; Deputy Mayor Pro-Tempore Chris DeFrancisco; Council Member Howard Freed; Council Member Darren Gardner; Council Member Dan Liscio
Absent: Council Member Randy Smith

WORK SESSION

The Addison City Council will convene in the Work Session in the Town Hall Parlor at 6:00 PM.

1. Call Meeting to Order and Announce that a Quorum is Present.

Mayor Arfsten called the meeting to order in the Town Hall Parlor at 6:01 PM.

2. Work Session Reports.

a. Present and discuss a preview of Addison Oktoberfest 2025.
[Director of Special Events & Theatre, Abby Morales]

Director of Special Events & Theatre Abby Morales presented a preview of the 2025 Addison Oktoberfest Event, which will take place from September 18 – 21, 2025 at Addison Circle Park.

The preview presentation included information on the different aspects of this year's Oktoberfest such as:

- Food and Drink
- Entertainment
- Festival Schedule

- Ticket Options
- Event Layout

b. **Present and discuss the Town of Addison FY 2025 Third Quarter Financial Report.**

[Chief Financial Officer, Steven Glickman]

Chief Financial Officer Steven Glickman presented the Town's Fiscal Year (FY) 2025 Third Quarter Financial Report.

The Town's Financial Policies require the publication of a financial report 60 days subsequent to the end of the fiscal quarter. This report covers financial performance through the third quarter of FY 2025 (April 1, 2025 - June 30, 2025). Included with 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 of the various funds. The report includes information for the following funds: General, Hotel, Economic Development, Airport, Utility, and Stormwater funds. Key highlights for the third quarter are as follows:

- General Fund revenue totaled \$45.9 million, which is 90.7% of the fiscal year budget.
- General Fund expenditures totaled \$36.7 million, which is 72.3% of the fiscal year budget.
- Sales tax collections totaled \$13.2 million, which is 80.1% of the fiscal year budget.
- The Hotel Fund had revenue of \$4.5 million, or 61.4% of the fiscal year budget while Hotel Fund expenditures totaled \$4.1 million, or 54.6% of the fiscal year budget.
- Special Events revenues totaled 36.4% and expenses totaled 49.2% of the fiscal year budget due to the timing of events.
- Airport Fund operating revenue totaled \$5.9 million or 58.0% and operating expenses totaled \$4.7 million or 72.4% of the fiscal year budget.
- Utility Fund operating revenue totaled \$12.3 million or 70.9% and expenses totaled \$12.1 million or 69.1% of the fiscal year budget.
- Stormwater Fund revenue totaled \$2.2 million or 78.2% and expenses totaled \$2.0 million or 68.9% of the fiscal year budget.

The Quarterly Investment Report for the third quarter of FY 2025 was also provided for information purposes. This report has been prepared in accordance with state law and the Town's Financial Policies.

Mayor Arfsten closed the Work Session at 6:43 PM.

SPECIAL COUNCIL MEETING

Mayor Arfsten convened the Special City Council Meeting at 7:01 PM in the Town Hall City Council Chambers.

1. **Pledge of Allegiance.** United States and Texas Flags.

Mayor Arfsten led the Pledge of Allegiance to the United States and Texas Flags.

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

The following citizen requested to speak during the Public Comment period:

- Schnell Blanton, 17072 Knots Landing – expressed her gratitude to the City Council for sponsoring her participation in Leadership Metrocrest Class 35.

3. **Public Hearings.**

- a. **Hold a public hearing, present, and discuss the Town of Addison's Annual Budget for the fiscal year commencing October 1, 2025 and ending September 30, 2026.**
[Chief Financial Officer, Steven Glickman]

This item served as the first of two public hearings regarding the Town of Addison's Annual Budget for Fiscal Year (FY) 2026. The proposed FY 2026 budget requests an appropriation of \$118,203,632 consisting of \$110,915,986 for operating expenditures, \$3,328,106 for capital improvements, \$1,366,831 for transfers, \$912,959 for economic incentives, and \$1,679,750 for one-time decision packages. Listed below is a breakdown of funds:

Fund	Expenditure Amount
General	\$52,347,290
Hotel	8,615,990
Debt Service Combined	12,737,304
Economic Development	2,174,496
Infrastructure Investment	-
Airport	8,811,294
Utility	19,654,415
Stormwater	3,675,156
Combined Replacement	4,880,000
Combined Grants	20,000
Combined Special Revenues	5,287,687
Total	\$118,203,632

Significant items in the proposed operating budget included:

- Revenues for all funds total \$108,473,532 an increase of \$0.56 million compared to the FY 2025 budget. Primary revenue sources are property tax (\$39.03 million), sales tax (\$17.10 million), hotel occupancy tax (\$5.68 million), interest and other income (\$4.06 million), rental income (\$6.21 million), and service fees (\$29.79 million).
- Staffing level of 325.6 full-time equivalent (FTE) positions. This is an increase of 1.0 FTE's over FY 2025.
- An employee compensation pool of 4% is included in the proposed budget as well as an increase of 7% for health insurance.

Significant decision packages included:

- Public safety step plan / market full implementation - \$475,343
- Physical wellness exams for police officers - \$38,000
- Fire field training officer certification pay increase - \$18,000
- Cotton Belt Trail maintenance - \$26,250
- World Cup series event - \$100,000
- The Addison Performing Arts Centre facility improvements - \$685,000
- Major theatre projects funding - \$30,000
- Economic Development Coordinator position - \$93,576
- Economic Development marketing budget increase - \$85,000
- Team Texas membership - \$43,000
- Chlorine analyzers, pH and residual monitor upgrades - \$60,000
- Surveyor Water Tower control valve - \$40,000
- Celestial Pump Station electrical assessment - \$225,000
- Multi-sensor inspection condition assessment (North Dallas Water Supply Corporation) - \$376,750
- Airport GIS contractual services - \$150,000
- Neighborhood Vitality Grant funding - \$100,000
- Fire technical rescue gear - \$75,600
- Phase 2 Town facility security improvements - \$150,000
- Addison Circle Park pavilion exterior paint - \$50,000
- Parks asset management and site infrastructure - \$427,200
- Parks landscape improvements - \$158,743
- Addison Circle Park capital campaign (design and materials) - \$196,373
- Addison Circle Park drainage improvements - \$150,000
- Addison Athletic Club asset management needs - \$105,500
- Addison Circle District paver replacement - \$200,000
- Addison Circle District tree well refurbishment - \$200,000
- Addison Circle District paver rehabilitation and beautification assessment - \$300,000
- Residential street rehabilitation program - \$150,000

The proposed five-year capital improvement plan included project totals of \$35.32 million for FY

2026. Significant projects included:

• Vitruvian West Streetscape and Bella Lane Extension	\$896,741
• Quorum Drive Reconstruction	\$6,542,202
• Pedestrian Connectivity – Cotton Belt Trail Enhancements	\$195,000
• Keller Springs Road Reconstruction	\$7,800,000
• Montfort Drive Reconstruction	\$4,987,164
• Vitruvian Park Phase 6, Blocks 301,302, and 303	\$750,000
• North Texas Emergency Communications Facility	\$1,000,000
• AAC Outdoor Pool Restrooms/Perimeter Fence Renovations	\$220,000
• Arapaho/Surveyor and Systemwide Traffic Signal Improvements	\$2,140,950
• Pedestrian Improvements – Pedestrian Toolbox Implementation	\$150,000
• Wayfinding Signage	\$789,060
• Bosque Park Improvements	\$441,000
• Celestial Park Entrance and Lighting Improvements	\$268,255
• Arapaho/Addison Road and Addison Road/Lindbergh	\$110,200
• AMI Water Meter Modernization	\$3,150,00
• Addison Circle Tower Driveway	\$225,000
• Airport Fuel Storage Improvements	\$95,000
• Jimmy Doolittle Drive Reconstruction	\$653,516
• Airport Regulated Garbage Utility Building	\$250,000
• Taxilane Uniform Storm Drainage Improvements	\$245,455
• Taxiway Bravo Extension – Phase II	\$609,100
• Reconstruction of Eddie Rickenbacker Drive	\$220,000

Texas Local Government Code (LGC) Sec. 102.006 requires the governing body of a municipality to hold a public hearing on the proposed budget and provide for public notice of the date, time, and location of the hearing. This notice was published in the Dallas Morning News on August 25, 2025.

A second public hearing will be held before the budget is considered for adoption on September 9, 2025 at 7:00 pm at Addison Town Hall located at 5300 Belt Line Road, Dallas, Texas 75254.

The Fiscal Year 2026 proposed budget can be found at the following link on the Town's website: <https://addisontexas.net/finance/budget>.

Mayor Arfsten opened the Public Hearing. The following citizen requested to address the Council:

- Joseph Pedroza, 15787 Spectrum Drive – commended the City Council for supporting the step pay plan for public safety employees, noting public safety as a priority for residents and visitors.

Mayor Arfsten closed the Public Hearing.

b. Hold a public hearing, present, and discuss the Town of Addison's proposed

Property Tax Rate for the fiscal year commencing October 1, 2025 and ending September 30, 2026.

[Chief Financial Officer, Steven Glickman]

This item served as the first of two public hearings regarding the proposed tax rate for the Town of Addison.

The proposed property tax rate for the Fiscal Year 2026 is \$0.608100 per \$100 of valuation. The proposed rate is made of the following components:

Tax Rate Component	Amount (per \$100 of valuation)
Maintenance & Operations: General Fund	\$0.401899
Maintenance & Operations: Economic Development	\$0.025000
Maintenance & Operations: Infrastructure Investment	\$0.006201
Interest & Sinking (Debt)	\$0.175000
Total Proposed Rate for the FY 2026	\$0.608100

The State's Truth-in-Taxation law also requires calculation and publication of each taxing entity's no-new revenue tax rate, voter-approval tax rate, and de minimus rate:

Tax Rate	Definition	Amount (per \$100 of valuation)
No-New Revenue Tax Rate	The no-new-revenue tax rate is the tax rate for the 2025 tax year that will raise the same amount of property tax revenue for Town of Addison from the same properties in both the 2024 tax year and the 2025 tax year.	\$0.606094
Voter-Approval Tax Rate	The voter-approval tax rate is the highest tax rate that Town of Addison may adopt without holding an election to seek voter approval of the rate, unless the de minimis rate for Town of Addison exceeds the voter-approval tax rate for Town of Addison.	\$0.653647
De Minimis Rate	The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate for Town of Addison, the rate that will raise \$500,000, and the current debt rate for Town of Addison.	\$0.622446

Notice of this public hearing was published in the Dallas Morning News on August 25, 2025. Included with this agenda item is a copy of the publication notice.

The proposed budget recommends a property tax rate of \$0.608100 per \$100 valuation, which exceeds the no-new revenue tax rate. This proposed rate is a reduction from the rate that was adopted for fiscal year 2025.

The average taxable home value for the Town of Addison is \$501,878, which generates a tax bill of \$3,051.92. Last year, the average taxable home value was \$474,475 which generated a tax bill of \$2,893.45. The average single-family residential taxpayer would pay about \$158.47 more in property taxes than last year. Individual taxes may increase or decrease depending on the change in the taxable value of each property.

Of the total tax rate, \$0.433100 is dedicated to maintenance and operations, which is a decrease of \$0.006722 from the Fiscal Year 2025 tax rate for maintenance and operations, and \$0.175000 is dedicated to debt service payments. The debt service portion of the tax rate is increasing due to loans from the State Infrastructure Bank which replaced funding that was approved by voters in the 2019 Bond Election at a lower borrowing cost.

The second public hearing will be held on September 9, 2025, at a meeting that commences at 7:00 pm at Addison Town Hall located at 5300 Belt Line Road, Dallas, Texas 75254.

Mayor Arfsten opened the Public Hearing. No citizens requested to address the Council.

Mayor Arfsten closed the Public Hearing.

- 4. Items of Community Interest.** *The City Council will have this opportunity to address items of community interest, including: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition; a reminder about an upcoming event organized or sponsored by the Town of Addison; information regarding a social, ceremonial, or community event that was or will be attended by an Addison City Council member or an official; and, announcements involving an eminent threat to public health and safety in Addison that has arisen since posting this agenda.*

7. Adjourn Meeting.

There being no further business to come before the City Council, Mayor Arfsten adjourned the meeting at 7:53 PM.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

2025 City Council Regular Meeting

4. b.

Meeting Date: 09/23/2025

Department: Finance

Key Focus Areas: Financial Health and Organizational Excellence

AGENDA CAPTION:

Consider action on an Ordinance amending Chapter 2, Section 2-351 of the Code of Ordinances for animal services fees and updated summer camp fees and repealing Chapter 58, Section 58-70 of the Code of Ordinances.

BACKGROUND:

The purpose of this item is to consider approval of an Ordinance to add Animal Services Fees to the Town's Master Fee Ordinance that were approved at the September 9, 2025 Council meeting. The fees are listed below:

ANIMAL SERVICES FEES	
Fee Type	Fee Amount
1. Animal Related Business Permit Fee	\$150.00
2. Trap Rental Fees	\$50.00 Deposit \$25.00 Rental
3. Adoption Fees	
Dogs	Adult Dogs \$75.00; Puppies \$100.00
Cats	Adult Cats \$50.00; Kittens \$75.00
4. Impoundment Fees	\$25.00/day
Subsequent Impoundments within a 12-month period, increase in increments of \$25.00 \$100.00/day (max.)	
5. Microchip Implant Fee	\$25.00
6. Dangerous Dog Registration Fee	\$100.00

Additionally, this Ordinance increases the summer camp weekly fee from \$125 to \$140 to recover the cost of providing the program as discussed during the budget work sessions. The Ordinance also repeals Chapter 58, Section 58-70 of the Code of Ordinances where all recreation fees were located and moves them to the Master Fee Ordinance.

FISCAL IMPACT

The items included in the Ordinance are part of the adopted FY 2026 budget.

RECOMMENDATION

Administration recommends approval.

Attachments

Ordinance - Master Fee Ordinance Update

ORDINANCE NO. 025-_____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING CHAPTER 2 (ADMINISTRATION), SECTION 2-351 (MASTER FEE ORDINANCE) OF THE CODE OF ORDINANCES OF THE TOWN BY ADDING SECTION 2-351(h) PROVIDING FOR ANIMAL SERVICES FEES AND SECTION 2-351(i) PROVIDING FOR RECREATION FEES; REPEALING CHAPTER 58 (PARKS AND RECREATION), SECTION 58-70 (FEES); PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. That Chapter 2 (Administration), Section 2-351 (Master Fee Ordinance) of the Code of Ordinances of the Town of Addison, Texas, is hereby amended, in part, by adding Sections 2-351(h) and (i) to read as follows:

“Sec. 2-351 – Master fee ordinance.

...

(h) *Animal Services fees.*

ANIMAL SERVICES FEES		
	Fee Type	Fee Amount
1.	Animal Related Business Permit Fee	\$150.00
2.	Trap Rental Fees	\$50.00 Deposit
		\$25.00 Rental
3.	Adoption Fees	
	Dogs	Adult Dogs \$75.00; Puppies \$100.00
	Cats	Adult Cats \$50.00; Kittens \$75.00
4.	Impoundment Fees	\$25.00/day
	Subsequent Impoundments within a 12 month period, increase in increments of \$25.00	\$100.00/day (max.)
5.	Microchip Implant Fee	\$25.00
6.	Dangerous Dog Registration Fee	\$100.00

...

(g) *Recreation Fees.*

A nonrefundable fee for processing the membership application to the Addison Athletic Club (AAC) shall be charged at the time of application or reapplication. The City Council shall determine the

amount of the application fee. Additional fees associated with the use of the AAC are listed below:

RECREATION FEE SCHEDULE	
Fee Type	Fee Amount
<i>Membership Fees:</i>	
One-time membership administrative fee (non-refundable)	10.00
Replacement ID card	10.00
<i>Children's Activity Center (CAC):</i>	
CAC drop-in	1.00
CDC punch pass—15 purchases	10.00
Late pick-up fee:	
1 to 14 minutes	10.00
15 to 29 minutes	20.00
30 to 59 minutes	\$50.00
<i>Group Exercise Classes</i>	
3 months	75.00
3 months: Fifty plus	37.50
15 punch pass	40.00
15 punch pass: Fifty plus	20.00
Drop-in group exercise	4.00
Drop-in group exercise: Fifty plus	2.00
<i>Summer Camp</i>	
Weekly fee	140.00
Late pick-up fee:	
1 to 14 minutes	10.00
15 to 29 minutes	20.00
30 to 50 minutes	50.00
<i>Miscellaneous Fees</i>	
Towel: Small rental	0.25
Towel: Large rental	0.50
Towel: Punch pass	15.00
Lost: Large towel	14.00
Lost: Small towel	5.00
Lost: Key	10.00
Outdoor pool: Guest fee	3.00
Independent contractor reimbursement	20%
Non-sufficient fund (NSF) check fee	35.00
Facility Guest Fee:	
Under 7 years old	2.00
Ages 9 to 14	4.00
Ages 15 and Older	8.00
Pavilion Rental - Outdoor Pool (Maximum 4 Hours):	
Deposit (refundable)	50.00
20 attendees, per hour	50.00

21 to 30 attendees, per hour	75.00
Pavilion Rental - Les Lacs Park - Resident (Maximum 3 Hours):	
Deposit (refundable)	150.00
Rental fee	0.00
Pavilion Rental - Les Lacs Park - Business (Maximum 8 Hours):	
Deposit (refundable)	150.00
Rental fee - First three hours	75.00
Each additional hour up to maximum of eight	25.00
<i>Other Program Fees:</i>	
Fifty plus trips and programs	Fees vary
Children's programs	Fees vary
Fitness and adult programs	Fees vary

SECTION 2. That Chapter 58 (Parks and Recreation), Section 58-70 (Fees) of the Code of Ordinances of the Town of Addison, Texas, is hereby repealed.

SECTION 3. This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those Ordinances are in direct conflict with the provisions of this Ordinance. Provided, however, that the repeal of such ordinances or parts of such ordinances, and the amendments and changes made by this Ordinance, shall not affect any right, property, or claim which was or is vested in the City, or any act done, or right accruing or accrued, or established, or any suit, action or proceeding had or commenced before the time when this Ordinance shall take effect; nor shall said repeals, amendments or changes affect any offense committed, or any penalty or forfeiture incurred, or any suit or prosecution pending at the time when this Ordinance shall take effect under any of the ordinances or sections thereof so repealed, amended or changed; and to that extent and for that purpose the provisions of such ordinances or parts of such ordinances shall be deemed to remain and continue in full force and effect.

SECTION 4. The sections, paragraphs, sentences, phrases, clauses, and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 5. The above and foregoing recitals to this Ordinance are true and correct and are incorporated herein and made a part of this Ordinance for all purposes.

SECTION 6. This Ordinance shall be effective from and after its date of passage.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas, this the 23rd day of SEPTEMBER 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

APPROVED AS TO FORM:

Valencia Garcia, City Secretary

Whitt Wyatt, City Attorney

2025 City Council Regular Meeting

5. a.

Meeting Date: 09/23/2025

Department: Parks & Recreation

Key Focus Areas: Community Engagement
Vibrant and Active Community

AGENDA CAPTION:

Present, discuss and consider action on a Resolution approving the installation of a mosaic art piece, donated by the Addison Arbor Foundation, to be located on a masonry wall constructed as part of the Les Lacs Pond Phase II Construction Project, and providing for an effective date.

BACKGROUND:

The Addison Arbor Foundation (AAF) proposes the fabrication and installation of a mosaic wall art piece created by artist Rachel Rodi featuring pollinators and plants native to Addison. The artwork will be installed on the masonry wall that was constructed as part of the Les Lacs Pond Phase II Construction Project.

To select an artist for this project, AAF, in collaboration with the Parks and Recreation Department, issued a Request for Qualifications (RFQ) for mosaic artists on April 7, 2025. The call was posted on CaFÉ, a web portal used for soliciting proposals and qualifications from artists. The submission period closed on June 2, 2025, and 21 proposals were received. After reviewing the submissions, AAF representatives and Town staff selected Rachel Rodi, a San Francisco Bay Area artist, as the most qualified candidate for this project. AAF subsequently entered into an agreement with the artist to develop a concept for the installation.

Representatives from the Addison Arbor Foundation will present the proposed concept to the Council and are seeking approval to commission the work and proceed with the installation.

FISCAL IMPACT

The proposed artwork will be funded by the Addison Arbor Foundation through a local non-profit grant approved by the Council in the FY2025-26 Budget. The sculpture's fabrication cost is \$35,805, which includes a 10% contingency for incidentals. Additional expenses for freight and installation are also anticipated. Ongoing maintenance will be supported through the Parks Department's operations and maintenance budget and is expected to be less than \$500 every five years.

RECOMMENDATION

Administration recommends approval.

Attachments

Presentation - AAF Public Art Donation

Resolution - AAF Public Art Donation

MOSAIC WALL AT LES LACS POND

PUBLIC ART REQUEST

September 23, 2025



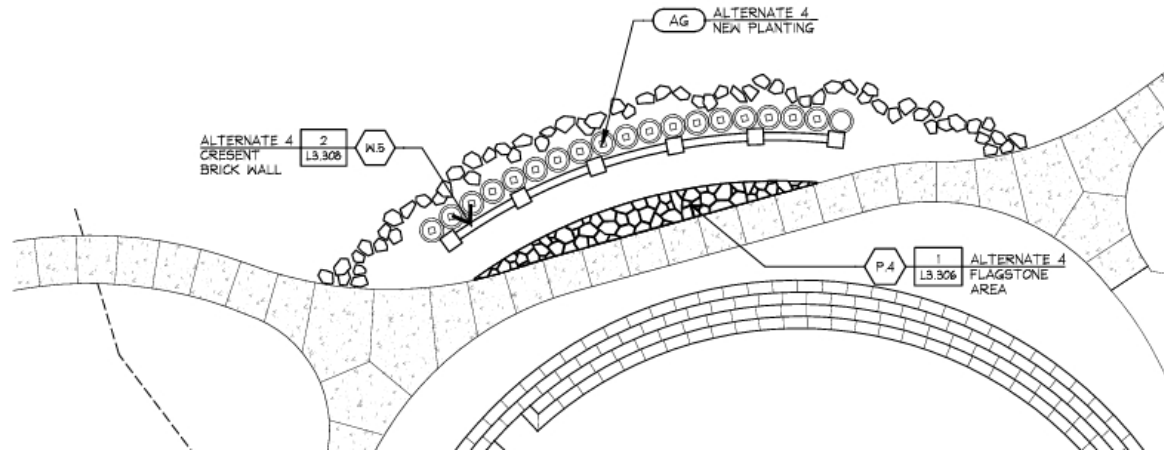
Mosaic Wall Art Project



- The Addison Arbor Foundation, working with the Town of Addison Parks Department, issued a call for mosaic artists.
 - The initial project is the design for a mosaic wall at the Les Lacs Pond.
 - Other potential artists were identified for possible future mosaic projects.
- Submissions from 21 artists were reviewed.
- Rachel Rodi, a mosaic artist from California, was selected for the initial project.
- The proposed design is substantially complete but is subject to minor changes.
 - Colors may appear differently due to computer representation not reflecting actual glass colors.

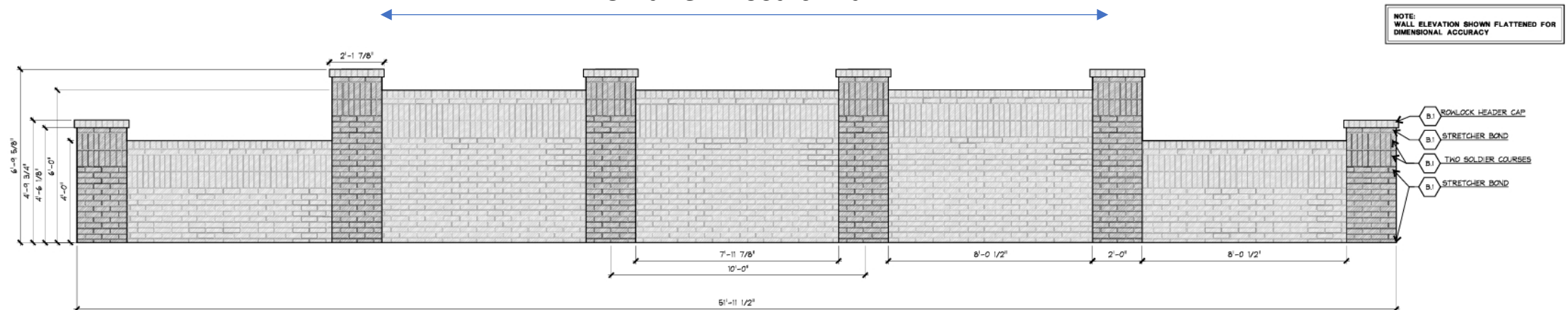
Les Lacs Pond Mosaic Wall Art

Wall to be located at the north end of Les Lacs Pond.



Mosaic panels to be mounted onto pre-installed inserts after completion of the wall.

3 Panel Mosaic Wall





Public Art Location Request

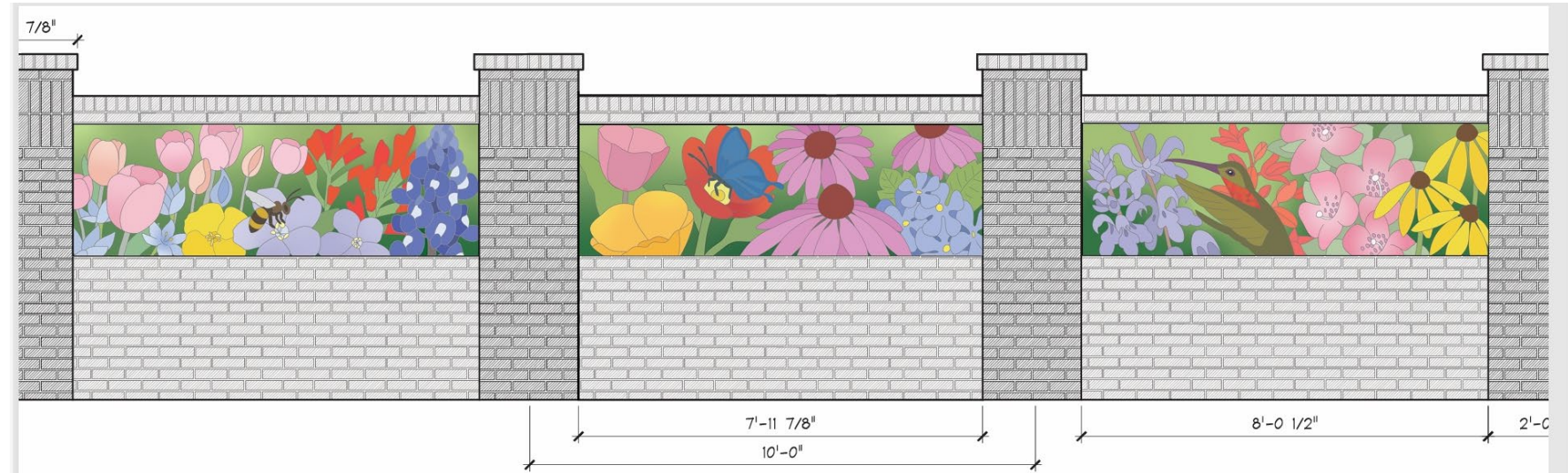
Artist: Rachel Rodi

Materials: Mosaic Glass

Location: Les Lacs pond North wall

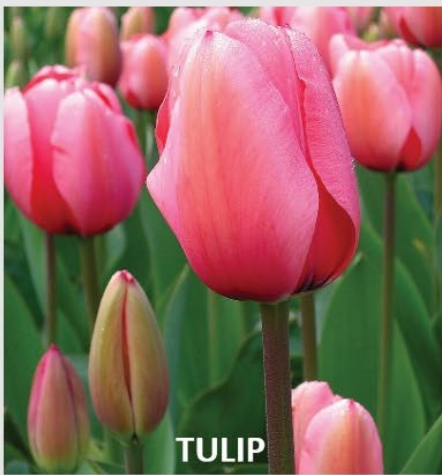
Mosaic dimensions: Three panels - Each panel about 8' wide x 31" high

Mosaic Wall Art at Les Lacs Pond



- Original design created for Addison.
- Proposed design is for a three-panel wall mosaic featuring native spring, summer, and end of summer flowers.
- Installation targeted for Q4 of 2025.

Mosaic Wall Art – Spring Flowers



TULIP



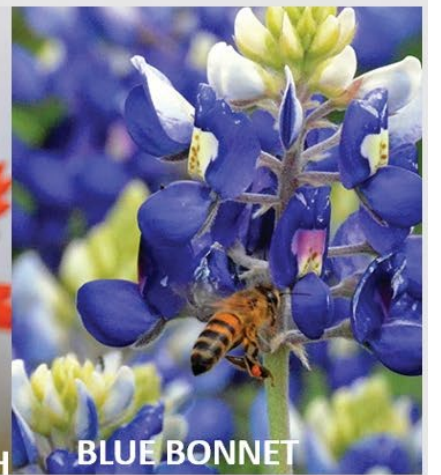
PRAIRIE CELESTIAL



PRIMROSE

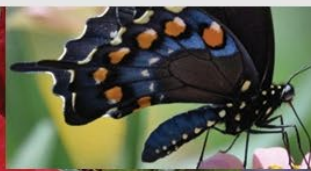
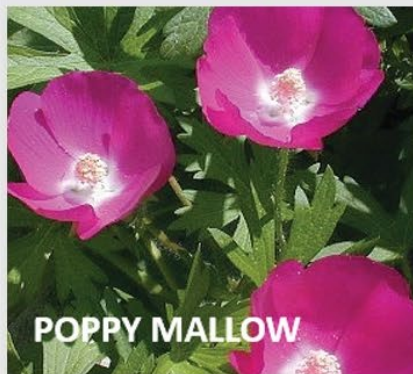


INDIAN PAINTBRUSH



BLUE BONNET

Mosaic Wall Art – Summer Flowers

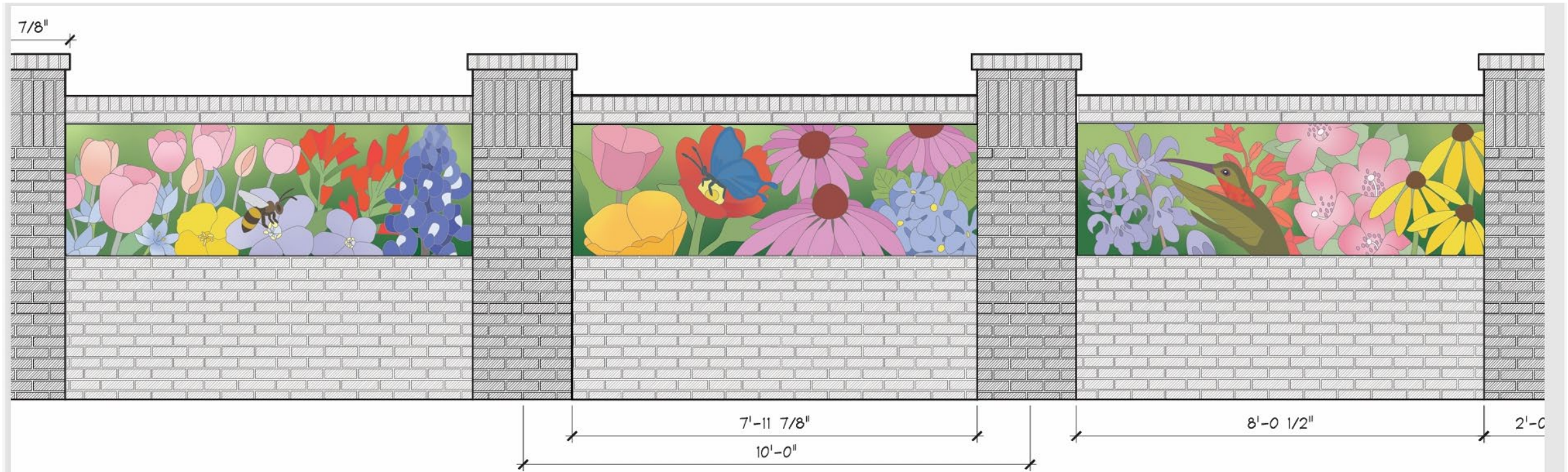


Mosaic Wall Art – End of Summer Flowers



September 23, 2025

Mosaic Wall Art at Les Lacs Pond





Questions?

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS
APPROVING THE INSTALLATION OF A COMMISSIONED MOSAIC ART
PIECE BY ARTIST RACHEL RODI, DONATED BY THE ADDISON ARBOR
FOUNDATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Addison Arbor Foundation desires to install a commissioned mosaic art piece, by artist Rachel Rodi, for the Town of Addison (“City”) on a masonry wall constructed as part of the Les Lacs Pond Phase II Construction Project.

WHEREAS, the City Council desires to accept the donation of the commissioned artwork from the Addison Arbor Foundation and approve the placement of the artwork on a masonry wall constructed as part of the Les Lacs Pond Phase II Construction Project.

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

SECTION 1. The Addison City Council approves and accepts the donation of the mosaic artwork to be commissioned, fabricated, delivered and installed by artist Rachel Rodi. Concept, as shown in **Exhibit A** attached hereto. The City Council further authorizes the commission and installation of the foregoing artwork by the Addison Arbor Foundation on the masonry wall constructed as part of the Les Lacs Pond Phase II Construction Project.

SECTION 2. 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 **23rd** day of **September** 2025.

TOWN OF ADDISON, TEXAS

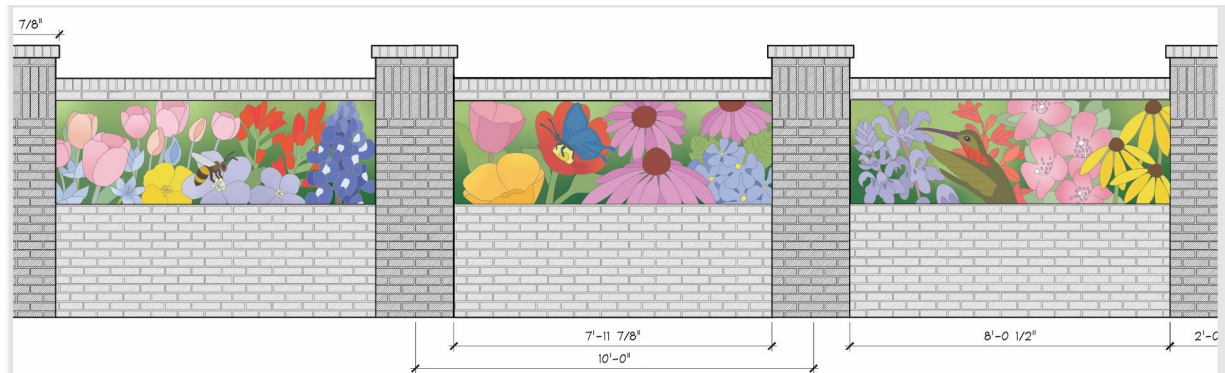
Bruce Arfsten, Mayor

ATTEST:

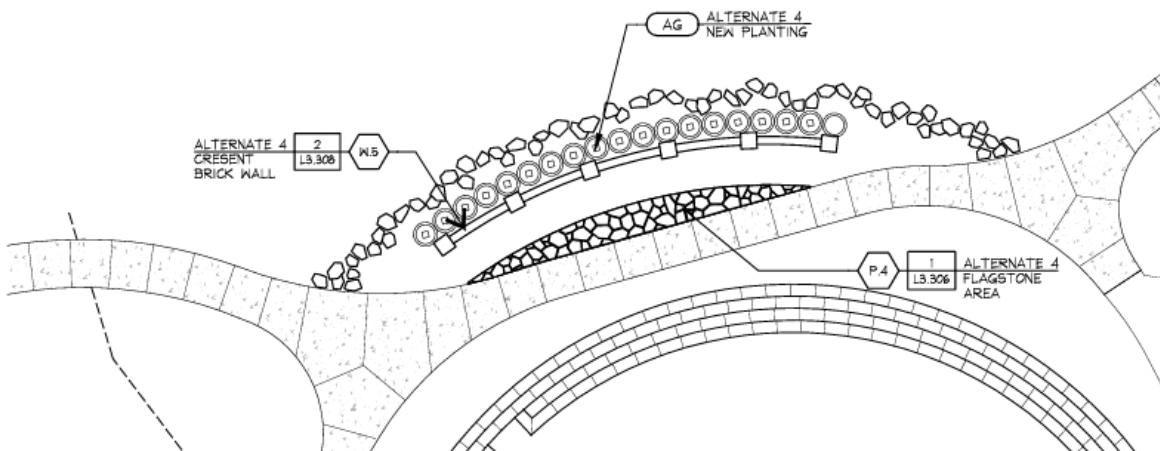
Valencia Garcia, City Secretary

EXHIBIT A

MOSAIC ART CONCEPT



LOCATION MAP



2025 City Council Regular Meeting

5. b.

Meeting Date: 09/23/2025

Department: Finance

Pillars: Gold Standard in Financial Health

Milestones: Continue development and implementation of the Long-Term Financial Plan

AGENDA CAPTION:

Present, discuss, and consider action on an Ordinance to amend the Town's annual budget for the fiscal year ending September 30, 2025.

BACKGROUND:

The Fiscal Year (FY) 2025 budget was adopted by the Council on September 10, 2024. This is the second amendment to the FY2025 Town of Addison annual budget.

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

Major items include:

General Fund

- This budget amendment authorizes the City Manager to transfer unexpended appropriations and excess revenue from the Fiscal Year 2024-2025 budget to the Self-Funded Special Projects Fund (up to 75%) and Economic Development Fund (up to 25%). The amount of this transfer (if applicable) will be known in late November 2025 after the Town has recorded all revenues and expenditures for Fiscal Year 2024-2025. The Fiscal Year 2024-2025 estimate included in the Fiscal Year 2025-2026 budget included an estimated transfer amount of \$1,600,000.

Infrastructure Investment Fund

- An amendment is needed in the Infrastructure Investment Fund to allocate \$729,450 for prior year encumbrances related to the Traffic Signal and ADA Improvements project awarded by Council on August 9, 2022, and the Redding Trail Extension / Dog Park Project awarded by Council on August 27, 2024.

Capital Projects Fund

- An amendment is needed in the Capital Projects Fund to allocate \$2,626,686 for prior year encumbrances from the 2022 General Obligation Bonds for the Improvements to Existing Buildings, Les Lacs Pond (Phase 1 awarded by Council on August 27, 2024), and Midway Road Reconstruction Projects (awarded by Council on December 8, 2020).

Self-Funded Special Projects Fund

- An amendment is needed in the Self-Funded Projects Fund to allocate \$206,000 for the following:
 - \$44,000 for irrigation improvements at North Addison Park
 - \$20,000 for Finance pump emergency repairs ratified by Council on August 12, 2025
 - \$42,000 for light pole / bollard replacements damaged by motorists and reimbursed by insurance
 - \$100,000 for tree replacement and mitigation

Grant Fund

- An additional appropriation of \$50,000 is needed in the Grant Fund to provide funding for Lifepak purchases. These additional appropriations are offset by corresponding increased grant revenue of \$50,000 from Metrocrest Hospital Authority, resulting in a net impact on the Grant Fund of \$0.

Facility Maintenance Fund

- An additional appropriation of \$200,000 is needed in the Facility Maintenance Fund for repairs and improvements at Town-owned facilities throughout town.

Fund	Impact on Budgeted Expenditures	Impact on Budgeted Revenues	Impact on Fund Balance
Infrastructure Investment Fund	\$729,450	\$0	(\$729,450)
Capital Projects Fund	\$2,626,686	\$0	(\$2,626,686)
Self-Funded Special Projects Fund	\$206,000	\$0	(\$206,000)
Grant Fund	\$50,000	\$50,000	\$0
Facility Maintenance Fund	\$200,000	\$0	(\$200,000)
Total	\$3,812,136	\$50,000	(\$3,762,136)

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

RECOMMENDATION:

Administration recommends approval.

Attachments

Presentation - FY25 Budget Amendment #2

Ordinance - FY25 Budget Amendment #2

FY 2025 Year End Budget Amendment

September 23, 2025

Council Meeting

Steven Glickman, Chief Financial Officer

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

Regular amendments are an accepted practice. This practice:

- Represents active monitoring and management of fiscal affairs.
- Mitigates impact of changes in circumstances.
- Enhances transparency.

Town Budget Amendment Policy:

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

- This budget amendment also authorizes the City Manager to transfer unexpended appropriations and excess revenue from the FY25 Budget to the Self-Funded Special Projects Fund (75%) and the Economic Development Fund (25%).
- The amount of this transfer will be known in late November 2025 after the Town has recorded all FY25 revenues and expenditures.
- The FY25 estimate included in the FY26 budget included an anticipated transfer amount of \$1.6 million consisting of:
 - \$1.2 million to the Self-Funded Special Projects Fund and \$400,000 to the Economic Development Fund.

Revenues

Expenses

- **Prior Year Encumbrances = \$729,450**
 - Traffic Signal and ADA Improvements Project
 - Redding Trail Extension / Dog Park Project

Revenues

Expenses

- **Prior Year Encumbrances = \$2,626,686**
 - Improvements to existing buildings
 - Les Lacs Pond Project
 - Midway Road Reconstruction Project

Revenues

Expenses

- Tree mitigation = \$100,000
- Finance pump emergency repairs = \$20,000
- Light pole / bollard replacements = \$42,000
- Irrigation improvements at North Addison Park = \$44,000

Total = \$206,000

Revenues

- Grant revenue = \$50,000

Expenses

- Lifepak purchases = \$50,000

Revenues

Expenses

- Townwide facility repairs = \$200,000

FY2025 Amendment: Grand Totals

A blue circular logo with the word "ADDISON" in white capital letters.

Fund	Impact on Budgeted Expenditures	Impact on Budgeted Revenues	Impact on Fund Balances
IIF Fund	\$729,450	\$-	(\$729,450)
Capital Projects Fund	\$2,626,686	\$-	(\$2,626,686)
Self-Funded Special Projects Fund	\$206,000	\$	(\$206,000)
Grant Fund	\$50,000	\$50,000	\$-
Facility Maintenance Fund	\$200,000	\$-	(\$200,000)
Total	\$3,812,136	\$50,000	(\$3,762,136)

Questions?

ORDINANCE NO.

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025, BY AMENDING THE INFRASTRUCTURE INVESTMENT FUND, SELF-FUNDED SPECIAL PROJECTS FUND, GRANT FUND, FACILITY MAINTENANCE FUND, AND THE CAPITAL PROJECTS FUND; AUTHORIZING THE CITY MANAGER TO TRANSFER UNEXPENDED APPROPRIATIONS FROM THE GENERAL FUND TO THE SELF-FUNDED SPECIAL PROJECTS FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 10, 2024, the City Council of the Town of Addison, Texas (the “City”) adopted a budget for the City for the fiscal year beginning October 1, 2024 and ending September 30, 2025 as set forth in City Ordinance No. 024-039; and

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

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

WHEREAS, the amendments to the City’s 2024-2025 budget made herein are as a result of conditions that have arisen and could not reasonably have been foreseen in the normal process of planning the budget, provide for additional expenses in which the general welfare of the citizenry is involved, and the City Council finds that the amendments provided for herein are of a serious public necessity and an urgent need for the City.

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

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

SECTION 2. In accordance with Section 5.08 of the City Charter, City Ordinance No. 24-039 adopting the 2024-25 annual budget, is hereby amended as set forth in this Section 2 below and as detailed on **Exhibit A**, attached hereto and incorporated herein:

- (a) allocate \$729,450 in the Infrastructure Investment Fund for prior year encumbrances related to the Traffic Signal and ADA Improvements and Redding Trail Extension / Dog Park projects; and
- (b) allocate \$206,000 from the Self-Funded Special Projects Fund for the following:

- i. Tree Replacement and Mitigation (\$100,000); and
 - ii. Finance Pump Emergency Repairs (\$20,000); and
 - iii. Light Pole / Bollard Replacements (\$42,000); and
 - iv. Irrigation Improvements at North Addison Park (\$44,000); and
- (c) allocate \$50,000 from the Grant Fund for Lifepak purchases offset by an equal amount of Grant Revenue; and
- (d) allocate \$200,000 from the Facility Maintenance Fund for Townwide facility repairs; and
- (e) allocate \$2,626,686 from the Capital Projects Fund for prior year encumbrances from the 2022 General Obligation Bond Fund for the Improvements to Existing Buildings, Les Lacs Pond, and Midway Road Reconstruction Projects.

SECTION 3. Specific authority is given to the City Manager to authorize transfers from the General Fund to the Self-Funded Special Projects Fund of unexpended appropriations and excess revenue for the Fiscal Year 2024-2025.

SECTION 4. This Ordinance shall take effect upon its passage and approval.

DULY RESOLVED AND ADOPTED by the City Council of the Town of Addison, Texas on this 23rd day of **SEPTEMBER 2025.**

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

APPROVED AS TO FORM:

Valencia Garcia, City Secretary

Whitt Wyatt, City Attorney

Exhibit A

EXHIBIT A

TOWN OF ADDISON
INFRASTRUCTURE INVESTMENT FUND
FY2024-25

	Current Budget 2024-25	Amendment 2024-25	Revised Budget 2024-25
BEGINNING BALANCES	\$ 6,263,714	\$ -	\$ 6,263,714
REVENUES:			
Ad valorem Taxes	\$ 381,504	\$ -	\$ 381,504
Interest and Other Income	150,000		150,000
TOTAL OPERATIONAL REVENUE	\$ 531,504	\$ -	\$ 531,504
TOTAL REVENUES	\$ 531,504	\$ -	\$ 531,504
TOTAL AVAILABLE RESOURCES	\$ 6,795,218	\$ -	\$ 6,795,218
EXPENDITURES:			
Traffic Signal and ADA Improvements	\$ 608,472	\$ 94,797	\$ 703,269
Redding Trail Extension/Dog Park	\$ -	\$ 634,653	\$ 634,653
Conference Center Renovations	2,000,000	-	2,000,000
TOTAL EXPENDITURES	\$ 2,608,472	\$ 729,450	\$ 3,337,922
ENDING FUND BALANCES	\$ 4,186,746	\$ (729,450)	\$ 3,457,296

EXHIBIT A

TOWN OF ADDISON SELF-FUNDED PROJECT FUND FY2024-25

	Current Budget 2024-25	Amendment 2024-25	Revised Budget 2024-25
BEGINNING BALANCES	\$ 8,505,536	\$ -	8,505,536
REVENUES:			
Interest and Other Income	\$ 125,000	\$ -	\$ 125,000
TOTAL OPERATIONAL REVENUE	\$ 125,000	\$ -	\$ 125,000
TOTAL REVENUES	\$ 125,000	\$ -	\$ 125,000
TOTAL AVAILABLE RESOURCES	\$ 8,630,536	\$ -	\$ 8,630,536
EXPENDITURES:			
Supplies	\$ 3,000	\$ -	\$ 3,000
Maintenance	300,226	142,000	442,226
Contractual Services	896,749	-	896,749
Capital Outlay	1,079,790	64,000	1,143,790
TOTAL OPERATIONAL EXPENDITURES	\$ 2,279,765	\$ 206,000	\$ 2,485,765
TOTAL EXPENDITURES	\$ 2,279,765	\$ 206,000	\$ 2,485,765
ENDING FUND BALANCES	\$ 6,350,771	\$ (206,000)	\$ 6,144,771

EXHIBIT A

TOWN OF ADDISON GRANT FUNDS FY2024-25

	Adopted Budget 2024-25	Amendment 2024-25	Revised Budget 2024-25
BEGINNING BALANCES	\$ 51,118	\$ 18,270	\$ 69,388
REVENUES:			
Intergovernmental	\$ 8,750	\$ 50,000	\$ 58,750
Interest and Other Income	1,200	-	1,200
TOTAL OPERATIONAL REVENUE	\$ 9,950	\$ 50,000	\$ 59,950
TOTAL REVENUES	\$ 9,950	\$ 50,000	\$ 59,950
EXPENSES:			
Contractual Services	20,000	-	20,000
Capital Outlay	-	50,000	50,000
TOTAL OPERATIONAL EXPENDITURES	\$ 20,000	\$ 50,000	\$ 70,000
TOTAL EXPENDITURES	\$ 20,000	\$ 50,000	\$ 70,000
ENDING WORKING CAPITAL	\$ 41,068	\$ 18,270	\$ 59,338

EXHIBIT A

TOWN OF ADDISON FACILITY MAINTENANCE FUND FY2024-25

	Current Budget 2024-25	Amendment 2024-25	Revised Budget 2024-25
BEGINNING BALANCES	\$ 1,179,411	\$ -	\$ 1,179,411
REVENUES:			
Service Fees	\$ 750,000	\$ -	\$ 750,000
Interest and Other Income	29,000	-	29,000
TOTAL OPERATIONAL REVENUE	\$ 779,000	\$ -	\$ 779,000
TOTAL REVENUES	\$ 779,000	\$ -	\$ 779,000
EXPENSES:			
Maintenance	1,165,000	200,000	1,365,000
TOTAL OPERATIONAL EXPENDITURES	\$ 1,165,000	\$ 200,000	\$ 1,365,000
TOTAL EXPENDITURES	\$ 1,165,000	\$ 200,000	\$ 1,365,000
ENDING WORKING CAPITAL	\$ 793,411	\$ (200,000)	\$ 593,411

EXHIBIT A

TOWN OF ADDISON 2022 GENERAL OBLIGATION BOND FUND FY2024-25

	Adopted Budget 2024-25	Amendment 2024-25	Revised Budget 2024-25
BEGINNING BALANCES	\$ 2,337,180	\$ 2,754,230	\$ 5,091,410
TOTAL AVAILABLE RESOURCES	<u>\$ 2,337,180</u>	<u>\$ 2,754,230</u>	<u>\$ 5,091,410</u>
EXPENDITURES:			
Improvements to Existing Buildings	\$ 616,490	\$ 1,017,902	\$ 1,634,392
Les Lacs Pond	1,879,208	898,269	2,777,477
Midway Road Reconstruction	-	710,515	710,515
TOTAL EXPENDITURES	<u>\$ 2,495,698</u>	<u>\$ 2,626,686</u>	<u>\$ 5,122,384</u>
ENDING FUND BALANCES	<u>\$ (158,518)</u>	<u>\$ 127,544</u>	<u>\$ (30,974)</u>

2025 City Council Regular Meeting

5. c.

Meeting Date: 09/23/2025

Department: Development Services

Key Focus Areas: Infrastructure Development and Maintenance

AGENDA CAPTION:

Present, discuss, and consider action on a Resolution adopting revisions to the guidelines of the Neighborhood Vitality Grant program.

BACKGROUND:

At the August 5th Council work session, staff presented an overview of the first year of the Neighborhood Vitality Grant program. Staff discussed the projects that were completed through the program and the amounts of funds expended through reimbursements under the program guidelines.

As part of the budget process and in consideration of the request to continue funding the program for the next fiscal year, Council suggested that staff revisit the program guidelines and consider updating or revising those guidelines to address concerns related to the reimbursement of costs, ongoing maintenance, and eligibility for future grant awards.

Staff has reviewed and revised the program guidelines in order to address the areas of concern that were identified as part of the work session discussions, including providing a maximum grant award and limitations for reapplication.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

Staff recommends approval.

Attachments

Presentation - NVG Guidelines Amendment

Resolution - NVG Guidelines Amendment

Neighborhood Vitality Grant Program Guideline Revisions

September 23, 2025

Ray Mendez, Assistant Director
Neighborhood Services

The logo for Addison, featuring the word "ADDISON" in a bold, blue, sans-serif font. The text is centered within a white circle, which is set against a blue background. The blue background is part of a larger graphic on the right side of the slide, consisting of a blue triangle with a white circle inside it, and a grey triangle in the top right corner.

ADDISON

- At the August 5th Council work session, staff presented a first-year overview of the Neighborhood Vitality Grant Program.
- As part of the budget process, Council suggested that staff revisit the program guidelines and consider updating those guidelines to address concerns related to the reimbursement of costs, ongoing maintenance and eligibility of future grant awards.
- Staff has reviewed the program guidelines and incorporated Council's suggestions in the proposed Program Guideline Revisions.

Grant Program Guidelines

A blue circular logo with the word "ADDISON" in white, uppercase letters.

Purpose

The sole purpose of this program is to address aging infrastructure by providing funds to supplement the maintenance of residential masonry perimeter screening walls in Addison with the intent to:

- Preserve the physical condition of Addison's neighborhoods.
- Encourage continuity of an area.
- Protect community pride and neighborhood identity.
- Address structural issues that might pose a safety concern.

Grant Program Guidelines

Who Can Apply?

Both individual homeowners and neighborhood groups, such as an HOA, are eligible to apply for the grant program.

When Are Applications Accepted?

Grants applications are accepted annually from August 1st – 31st. Applications will be reviewed by Town staff in September. Applicants will receive notification of grant awards during the month of October.

Match & Reimbursement Information

The grant program is a matching program where the applicant is required to provide 20% of the funds for the project and the Town will reimburse the applicant for 80% of the project. The applicant(s) will be responsible for paying invoices for the work and the Town will reimburse the applicant for the work, ***up to a maximum reimbursement amount of \$25,000.***

Implementation Process

- Applicants will be notified if their application is awarded in October.
- Applicants are responsible for selecting a contractor and working with them to get the work completed, ***prior to the end of the Fiscal Year.***
- The Town will develop a list of prequalified contractors for applicants to use a resource.
- It is the responsibility of the applicant to identify and work with reliable vendors and to ensure the necessary inspections and permits are obtained.

Grant Payments

- ***Applicants may submit for reimbursement following completion and inspection of the project.***

Future Grant Awards

- ***Applicants who are awarded a grant through this program may not reapply to the Neighborhood Vitality Grant program for a period of ten (10) years from the date of the previous award for the same section of wall. Grant awards will be considered for wall sections that are different from the ones previously awarded.***

RECOMMENDATION

- Staff recommends approval of this Resolution.

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS AMENDING AND RESTATING THE PREVIOUSLY ADOPTED GUIDELINES OF A GRANT PROGRAM IN CONFORMANCE WITH CHAPTER 380 OF THE TEXAS LOCAL GOVERNMENT CODE PROVIDING FINANCIAL INCENTIVES FOR THE IMPROVEMENT AND MAINTENANCE OF MASONRY PERIMETER RESIDENTIAL SCREENING WALLS THROUGHOUT THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Addison is authorized by Chapter 380 of the Texas Local Government Code to adopt and administer economic development programs to enhance and promote investment in the local community; and

WHEREAS, the City Council previously adopted the grant program known as the Addison Neighborhood Vitality Grant program through Resolution No. R24-015, resolved and adopted on February 13, 2024; and

WHEREAS, the City Council has determined that it is in the best interest of the community to amend the program guidelines in order to continue to effectively administer this program; and

WHEREAS, the City Council finds that adopting the amended program guidelines will directly benefit the Town's residents and surrounding businesses; and

WHEREAS, the program will be administered in conformance with the amended and restated program guidelines attached hereto as **Exhibit A**; and

WHEREAS, the Program will not affect current obligations for the maintenance and / or repair of certain screening walls for which the Town has legally assumed responsibility.

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

SECTION 1. The City Council hereby adopts and approves the amended and restated program guidelines for the purpose of administering the Addison Neighborhood Vitality Grant Program, a copy of which is attached to this Resolution as **Exhibit A**.

SECTION 2. 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 23rd day of ***SEPTEMBER***, 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsen, Mayor

ATTEST:

Valencia Garcia, City Secretary



Neighborhood Vitality Grant



What Is The Program Purpose?

The Addison Neighborhood Vitality Grant Program is a program which was established by the City Council in 2024 and administered by Neighborhood Services. The purpose of the program is to provide matching funds to help ensure the vitality of Addison neighborhoods. The sole purpose of this program is to address aging infrastructure by providing funds to supplement the maintenance of residential masonry perimeter screening walls in Addison with the purpose of:

- Preserving the physical condition of Addison's neighborhoods.
- Encouraging continuity of an area.
- Protecting community pride and neighborhood identity.

By addressing screening wall infrastructure the entire community of Addison will benefit.

Who Can Apply?

Both individual homeowners and neighborhood groups are eligible to apply for the grant program and applications are considered on a case-by-case basis. Where a neighborhood group does exist the application must be coordinated with the neighborhood group. Where there is not a neighborhood group individual homeowners may apply for the grant. In this instance, it is encouraged for neighbors to work together and submit a joint application to address maintenance needs consecutively.

A list of Addison Neighborhood Groups is provided below:

- Addison Place
- Grand Addison
- La Mirada
- Midway Meadows
- Oaks North
- Stanford Court Villas
- Towne Lake
- Townhomes of Addison

When Are Applications Accepted?

Grants applications are accepted annually from August 1st - August 31st. Applications will be reviewed by Town Staff September 1st - September 30th. During this period, staff may request additional information from the applicants to aid with the review process. Applicants will receive notification of grant awards during the month of October.

Match & Reimbursement Information

The grant program is a matching program where the applicant is required to provide 20% of the funds for the project and the Town will reimburse the applicant for 80% of the project, up to a maximum reimbursement amount of \$25,000. The applicant(s) will be responsible for paying invoices for the work and the Town will reimburse the applicant for the work following inspection and approval.

Matching contributions can be made with cash, donations of materials and volunteer hours. Information for in kind donations or time spent will need to be included in the grant application and will be approved on a case-by-case basis. Below is a list of pre-established volunteer hours that will be considered as a portion of the required match.

Description	Maximum	Hourly Rate
Time spent filling out grant application	5 Hours / Adjacent Property	\$23.00
Time spent soliciting quotes	10 Hours	\$23.00

Sweat Equity labor will not be considered a component of the match unless the entity providing the sweat equity is a licensed and insured contractor that has a proven track record working on similar projects.

Donated Professional Services will be considered for the match if the work is conducted by a licensed professional in the State of Texas. A letter or invoice from the professional on their company letterhead documenting their usual fee, projected hours and how much they are donating is required for the application.

Selection Notice

Applications will be reviewed over a 30-day period and all applicants will be notified, in October, whether their submission will be awarded grant funds or not. No sitework may begin prior to a Notice to Proceed being issued from the Town. Engineer / architectural drawings and site surveys are not considered to be sitework and may be completed prior to the application in order to estimate the project. Any work that has been started prior to notice to proceed being issued will be disqualified from participating in the grant cycle. All projects must obtain the required permits (permit fee will be waived) prior to the start of the project. Any grant applicant who receives a grant award from this program will be precluded from applying for another grant for a period of ten (10) years from the date of the previous award for the same section of wall. Grant awards will be considered for wall sections that are different from the ones previously awarded.

Reimbursement Requests

Requests for reimbursement may be submitted once the project has been completed and has been inspected and approved by the Town's Building Official. All requests for reimbursement must be accompanied by invoices, proof of payment of invoices (such as a bank statement showing the cleared payment), before and after photos, volunteer hour log (if applicable) and a completed project budget worksheet. Allow 4 weeks for processing of reimbursement request.

Due Diligence

It is the responsibility of the neighborhood group or individual homeowner to research the ownership of the property being improved. A maintenance agreement between a neighborhood group and an individual property owner may be required. It is the responsibility of the involved parties to complete this agreement and attach it to the application.

Contractor Selections

The applicant is responsible for selecting a contractor to work with. The Town of Addison will provide a pre-qualified list of contractors that meet town requirements for consideration by the applicant.

Permits

It is the responsibility of the neighborhood group of property owner and the contractor to ensure required permits are obtained for work being performed (permit fee will be waived). Please contact Building Inspections to confirm necessary permits for the group's specific project.

Maintenance

All recipients of grants funds are required to maintain their project in perpetuity. Applicants, as part of their documentation for reimbursement, must submit a plan which details the manner in which they will continue to provide for on-going maintenance of the wall.

2025 City Council Regular Meeting

5. d.

Meeting Date: 09/23/2025

Department: Public Works

Key Focus Areas: Mobility and Connectivity
Infrastructure Development and Maintenance

AGENDA CAPTION:

Present, discuss, and consider action on Change Order #2 to the professional services agreement with Kimley-Horn and Associates, Inc. for additional design services for the Montfort Drive Reconstruction Project in an amount not to exceed \$576,500, increasing the total contract amount to \$1,663,500.

BACKGROUND:

The Montfort Drive Reconstruction Project was approved by Addison voters in November 2019 as part of Proposition B with an initial estimated budget of \$7.3 million. The Asset Management Risk score, based on the Town's Asset Management Plans, was evaluated as critical and the Pavement Condition Index was rated as very poor. On April 25, 2023, the City Council approved a professional services agreement with Kimley-Horn and Associates, Inc. for \$792,700 to prepare the roadway, drainage, and traffic signal design for Montfort Drive from Belt Line Road to approximately 400 feet north of Paladium Drive.

In April 2024, Council approved Change Order #1 for \$294,300 to extend the southern project limit approximately 500 feet past Paladium Drive and add scope for enhanced pedestrian and landscape features, updated surveys, utility engineering, and traffic signal design.

Subsequent coordination with the City of Dallas regarding a boundary adjustment to extend the project limits further to Celestial Road delayed the design process. The Dallas City Council approved the jurisdiction transfer on June 11, 2025 and final legal documentation for the boundary adjustment is scheduled for consideration during a September or October 2025 Dallas City Council meeting. Following approval, the Town will bring forth an ordinance for consideration at a subsequent Addison City Council meeting.

Change Order #2 would incorporate the proposed acquired section of Montfort Drive, from Paladium Drive to Celestial Road, and add the following design elements:

- ***Survey & Subsurface Utility Engineering (SUE):*** Updated topographic and boundary survey, Level B SUE, and related mapping for the extended

limits and the reconstructed Private Drive near Village on the Parkway.

- **Roadway & Drainage Design:** Final design for pavement, grading, and additional storm drain improvements extending north toward Belt Line Road and inlet replacement south of the existing storm drain crossing.
- **Water Infrastructure:** Replacement of 850 linear feet of Town water line currently located in the Dallas city limits and right of way.
- **Traffic Signals:** Permanent signal design for Paladium Drive and Celestial Road intersections, including poles, pedestrian elements, detection, conduit, and electrical service coordination.
- **Franchise Utility Design and Relocations:** Fiber conduit design for the Town and franchise utility coordination.
- **Landscape, Irrigation, Streetscape, & Hardscape:** Landscaping to match Belt Line Rd, stamped concrete medians, and enhanced intersections.
- **Illumination & Electrical Conduit:** Enhanced lighting design and underground conduit for future monument sign.
- **Plan Reviews, Meetings, & Construction Support:** Additional Texas Department of Licensing and Regulation coordination, up to 150 additional hours for meetings, franchise utility coordination, and construction-phase design support.

A complete breakdown can be found in the attached Change Order #2.

The revised final design submittal date is in August 2026, but the Town will work with the design professional to improve the schedule where possible. This reflects the additional design work, utility coordination, traffic signal design, and incorporation of the Celestial Road segment into the project. Construction is anticipated to follow in 2027.

FISCAL IMPACT

Original Contract: \$792,700

Change Order #1: \$294,300

Change Order #2: \$576,500

Revised Total: \$1,663,500

The total overall estimate for the Montfort Drive Reconstruction Project is now \$15,576,060. Please see the attached presentation for more information. Costs associated with franchise utility relocations are not included in the overall estimate and will be determined during the design phase. The Town issued \$900,000 from the 2019 Bond authorization for design and acquired \$13.7 million in State Infrastructure Bank funding for this project.

RECOMMENDATION

Staff recommends approval.

Attachments

Presentation - Montfort Drive Reconstruction CO #2

Change Order #2 - Kimley Horn

Change Order #2 Fee Breakdown

Montfort Drive Reconstruction

September 23, 2025
City Council Meeting
Rebecca P. Diviney, P.E.

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

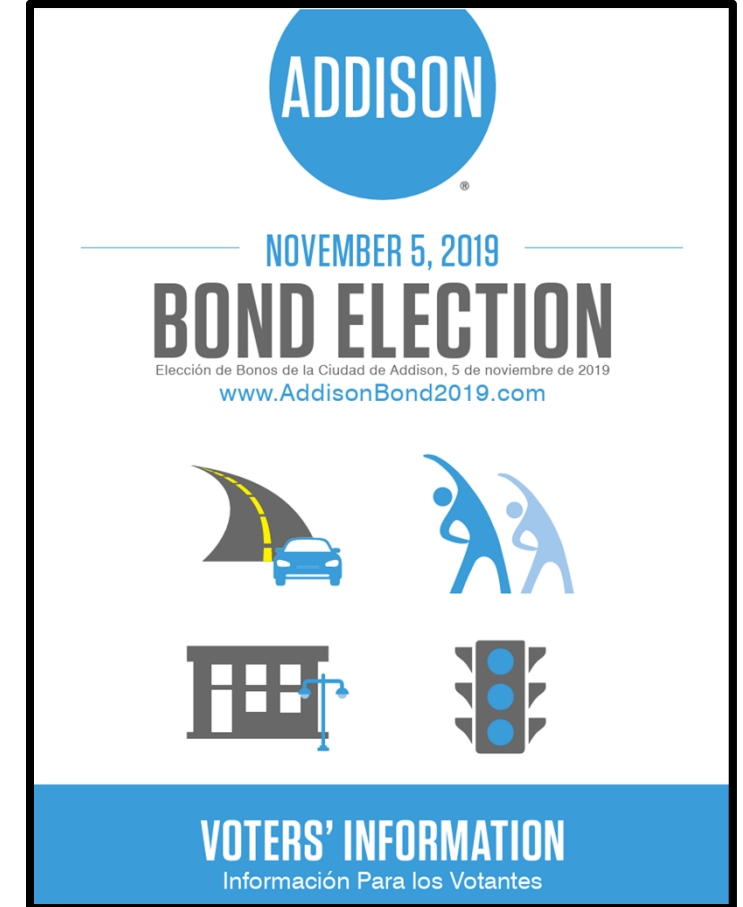
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Background

ADDISON

Project Timeline

- **November 21, 2019:** Voters approved Proposition B, which includes Montfort Drive Reconstruction from Belt Line Road to the city limit as a North/South Roads project, with an initial estimated cost of \$7.3 million for design and construction.
- **April 25, 2023:** City Council approved a professional services agreement with Kimley-Horn and Associates, Inc. to design the Montfort Drive Reconstruction Project for \$792,700.
- **January 9, 2024:** The Public Works and Engineering Quarterly Update presentation to the City Council discussed the possibility of expanding the project limits South.

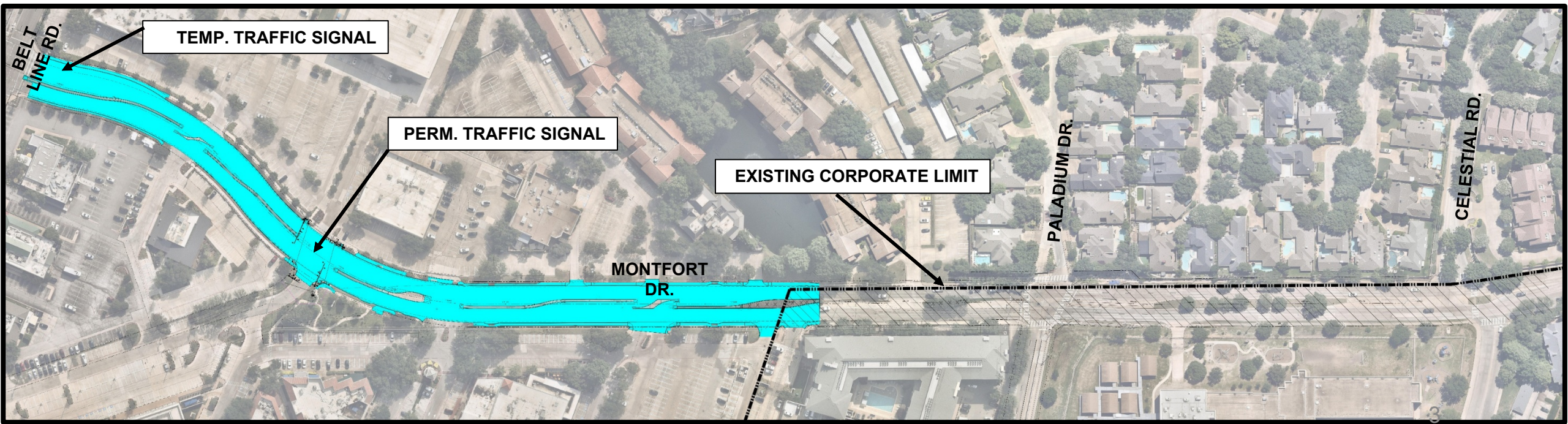
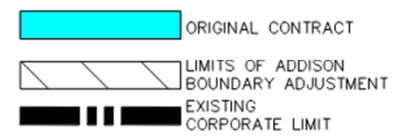


Design Scope Changes



Montfort Drive Project Scope Summary

Original Design Contract: \$792,700



Project Timeline

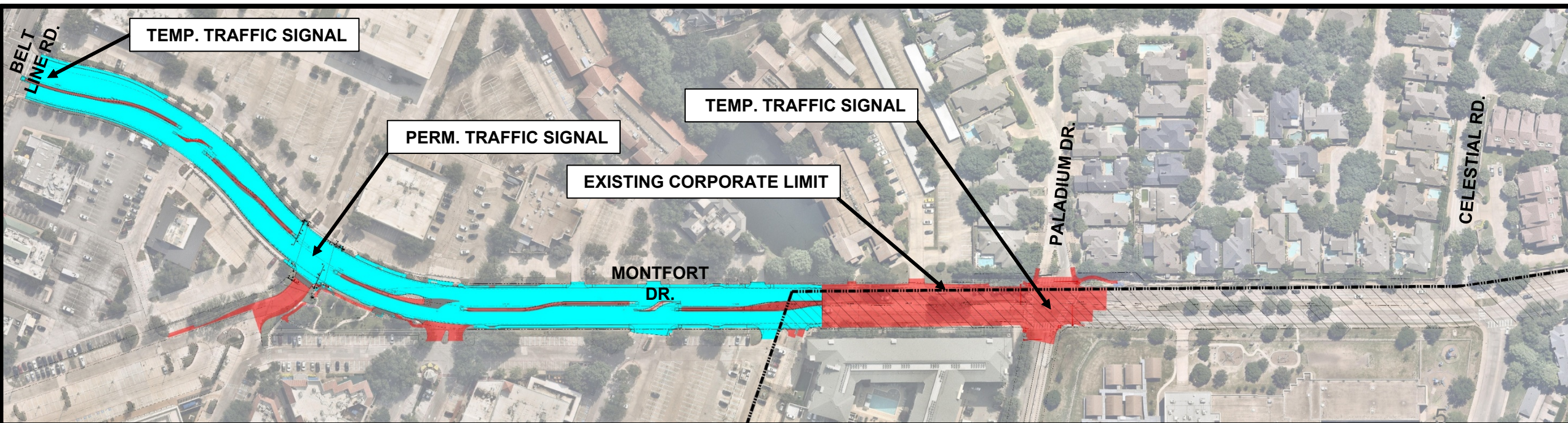
- **April 23, 2024:** Addison City Council approved Change Order #1 to the Kimley-Horn design contract to extend the project limit approximately 500 feet to the south of the Paladium Drive intersection in the amount of \$294,300.

Design Scope Changes

ADDISON

Montfort Drive Project Scope Summary

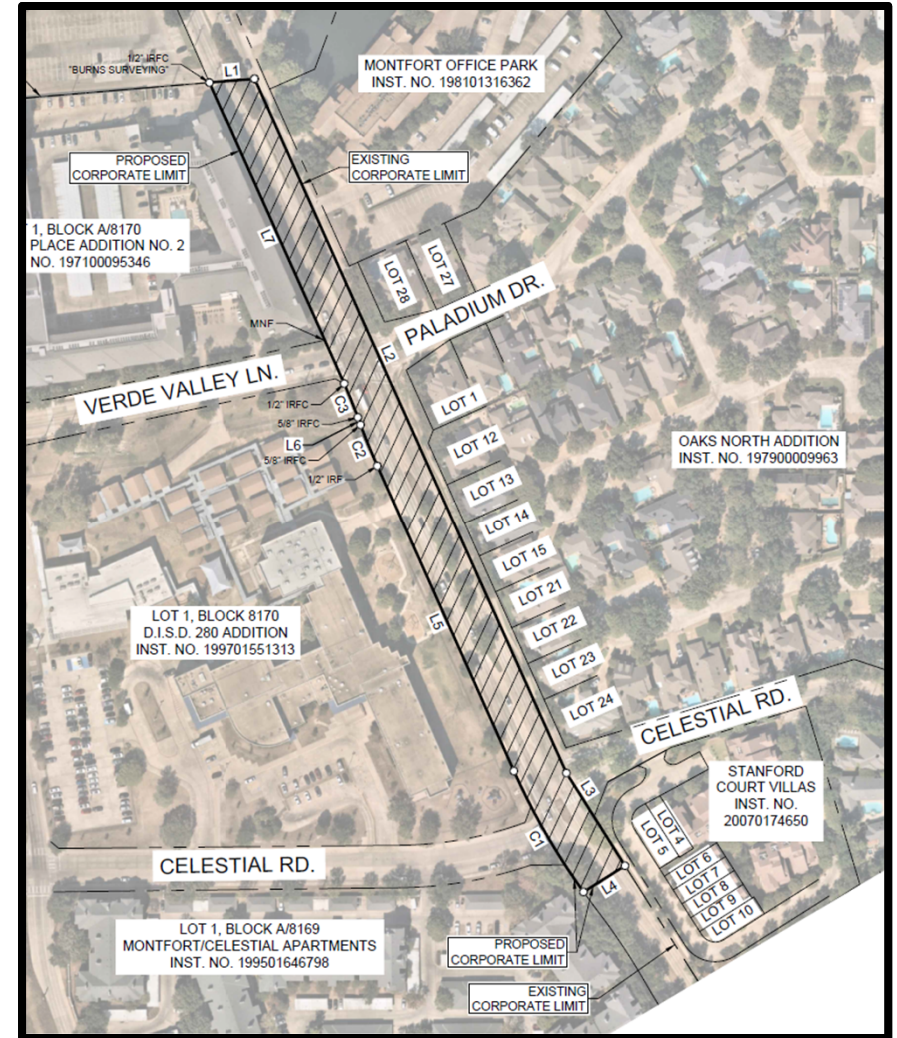
Original Design Contract: \$792,700
Change Order #1: \$294,300
Revised Contract Amount: \$1,087,000



Background – Dallas Boundary Adjustment

ADDISON

- **October 11, 2023:** The Town requested a boundary adjustment from the City of Dallas transferring Montfort Drive from the current Dallas city limits south to Celestial Road from Dallas jurisdiction to Addison.
- **February 5, 2025:** The City of Dallas staff accepted the boundary agreement proposal and began the process of formalizing the boundary adjustment with the Transportation and Infrastructure Committee and Dallas City Council.
- **April 21, 2025:** The City of Dallas Transportation and Infrastructure Committee (TIC) approved from the Town of Addison, a boundary adjustment involving Montfort Drive, specifically extending from the current city limits south to Celestial Road.



Background - Dallas Boundary Adjustment

A blue circular logo with the word "ADDISON" in white, uppercase letters.

- **June 11, 2025:** Dallas City Council approved this boundary adjustment—explicitly stating the release of land and jurisdiction to Addison at no cost to the City.
- **September 2025:** Dallas City Council to consider approving the legal description for the boundary adjustment.
- **October 2025:** Town of Addison City Council to consider approving the legal description from the City of Dallas at an October City Council meeting.

Background - Dallas Boundary Adjustment

ADDISON

Considerations and Benefits:

- No taxable land or revenue-generating property is included—this is strictly about transportation infrastructure.
- Enhanced Traffic Management & Coordination:
 - Realigned jurisdiction allows Addison to better plan and manage infrastructure without cross-jurisdictional hurdles.
 - Enhanced police presence and enforcement improve emergency response coordination.
- Enhanced Infrastructure Management:
 - This includes signal upgrades, better sidewalks, buffers, underground utility replacement, and added fiber capabilities.
 - Simplifies permitting to all be within the Town of Addison instead of Dallas and Addison.
- Enhanced Intersection Management:
 - Replaces signal infrastructure that is currently span wire and met its useful life at Paladium including MUTCD/ADA compliant installation of pedestrian crossings.
 - Improves the intersection at Celestial Drive by adding a traffic signal and pedestrian improvements
 - Creates a safer environment for all modes of transportation in this area.
 - Adds preemption signal improvements to improve response time.

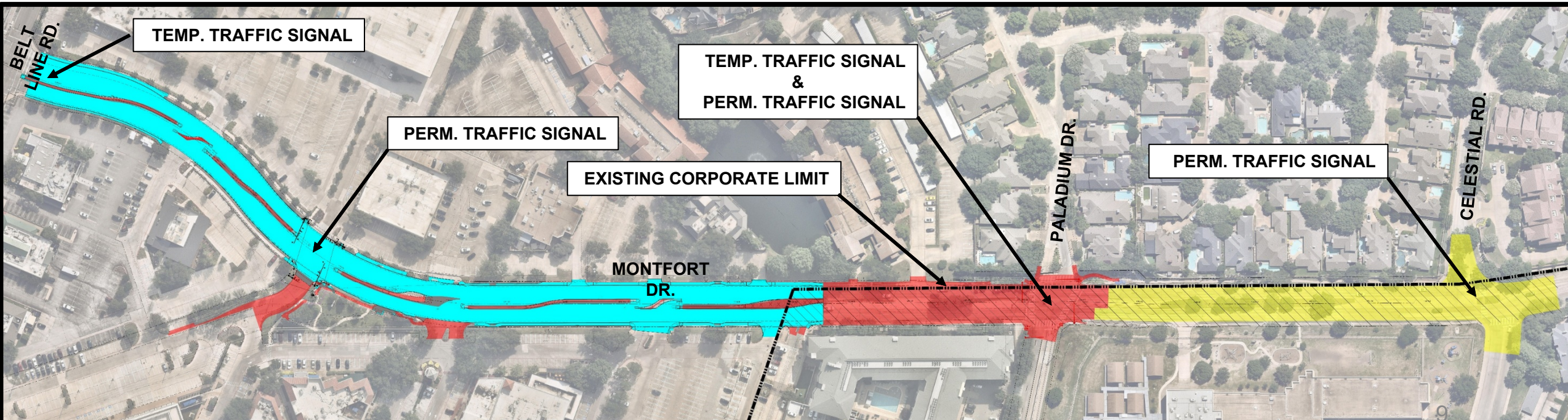
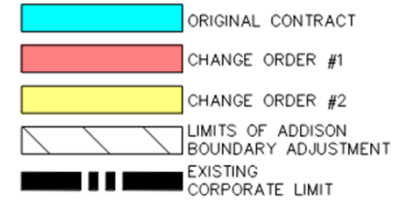


Design Scope Changes

ADDISON

Montfort Drive Project Scope Summary

Original Design Contract: \$792,700
Change Order #1: \$294,300
Change Order #2 (Proposed): \$576,500
Revised Contract Amount: \$1,663,500



Change Order #2 Scope Update

Incorporate the newly acquired section of Montfort Drive from Paladium Drive to Celestial Road:

- Survey & Subsurface Utility Engineering (SUE): Updated topographic and boundary survey, Level B SUE, and related mapping for the extended limits and the reconstructed Private Drive near Village on the Parkway.
- Roadway & Drainage Design: Final design for pavement, grading, and additional storm drain improvements extending north toward Belt Line Road; inlet replacement south of the existing storm drain crossing.
- Water Infrastructure: Replacement of 850 linear feet of Town of Addison water line currently located in the City of Dallas City limits and right-of-way.
- Traffic Signals: Permanent signal design for Paladium Drive and Celestial Road intersections, including poles, pedestrian elements, detection, conduit, and electrical service coordination.
- Franchise Utility Design and Relocation: Fiber conduit design for the Town and franchise utility coordination.
- Landscape, Irrigation, Streetscape & Hardscape: Landscaping to match Belt Line Rd, stamped concrete medians, and enhanced intersections.
- Illumination & Electrical Conduit: Enhanced lighting design and underground conduit for future monument sign.
- Plan Reviews, Meetings & Construction Support: Additional Texas Department of Licensing and Regulation coordination, up to 150 additional hours for meetings, franchise utility coordination, and construction-phase design support.

Recommendation and Next Steps

MONTFORT DRIVE PROJECT COST		
DESCRIPTION	2019 COST FROM BELT LINE ROAD TO 400 LF NORTH OF PALADIUM (1500 LF)	2025 COST FROM BELT LINE ROAD TO SOUTH OF CELESTIAL ROAD (2800 LF)
ROW	\$853,498.00	\$0.00
ENGINEERING, LEGAL, ADMINISTRATIVE, DESIGN SUPPORT DURING CONSTRUCTION	\$1,576,887.00	\$2,694,060.00
CONSTRUCTION	\$4,869,615.00	\$12,882,000.00
TOTAL	\$7,300,000.00	\$15,576,060.00
SIB LOAN SECURED FOR \$13.7M AND \$900K IN BOND FUNDS UTILIZED FOR DESIGN		

- Project will be funded from State Infrastructure Bank, 2019 Bonds and Utility Funds.
- Changes between the 2019 estimated cost and the current estimated cost with Change Order #2 scope include:
 - Almost doubling the project limits;
 - Adding traffic signals, utility improvements, landscaping, illumination, and fiber;
 - Assuming 30 - 40% inflation.
- Costs listed above do not include franchise utility relocations.
- Based on additional research, Oncor undergrounding would cost approximately \$6M and does not include all other franchise utilities on the overhead poles being relocated or the additional easements/right-of-way.
- Final design submittal date is August 2026, with construction anticipated to follow in 2027.

Questions



Change Order Number: 2

Project Name: Montfort Drive from Belt Line Road South to Celestial Drive

A. INTENT AND DESCRIPTION OF CHANGE ORDER

This scope of services identifies the design and engineering services that will be provided for the expanded project limits of the Montfort Drive reconstruction, from Paladium Drive to Celestial Road. Additionally, it includes the design of permanent traffic signals at two intersections (Paladium Drive & Celestial Road), additional franchise utility coordination efforts, additional drainage improvements, additional fiber conduit, additional lighting, and additional streetscaping for the entire corridor to generally match the Belt Line 1.5 Beautification project. Tasks include the following:

1. Topographic and Boundary Survey
 - a. Performed within the new project limits (Palladium Dr. to Celestial Rd.) and the recently reconstructed Private Drive (formerly Sakowitz Drive) near Village on the Parkway.
 - b. Items performed under this task shall match that of Task 1 in the original agreement.
2. Subsurface Utility Engineering
 - a. Performed within the new project limits (Palladium Dr. to Celestial Rd.) and the recently reconstructed Private Drive (formerly Sakowitz Drive) near Village on the Parkway.
 - b. Items performed under this task shall match that of Task 2 in the original agreement.
3. Conceptual Design Schematic (30%)
 - a. Utility Identification Rollplot
 - b. Revised to include the expanded limits and new scope
 - i. Horizontal and Vertical Alignment
 - ii. Typical Sections
 - iii. Cross-Sections
 - iv. Storm Drain
 1. The scope includes additional storm drain design from the sag located near the existing storm drain main that crosses Montfort Drive, extending north towards Belt Line Road.
 2. It is assumed that storm drain improvements South of the existing storm drain main crossing will be limited to inlet replacements and will not require hydraulic analysis.
 - v. Water Line
 1. Consultant will establish locations of the existing City of Dallas 12" water lines and manholes and replace them within the expanded project limits.
 2. The scope does not include the replacement of Town of Addison water lines within the extended project limits.
 - vi. Illumination
 - vii. OPCC

4. Preliminary Design (60%)
 - a. Revised to include the expanded limits and new scope
 - i. Project Control and Layout
 - ii. Quantity Sheet
 - iii. Traffic Control Plans and Sequence of Construction
 - iv. Removal Layouts
 - v. Paving Plan and Profile
 - vi. Intersection Grading
 - vii. Roadway Drainage Design (Extension North towards Belt Line Road)
 - viii. Water Line Plan and Profile
 - ix. Signing and Pavement Marking Layout
 - x. Erosion Control Plan
 - xi. Illumination
 - xii. General Notes
 - xiii. OPCC
5. Pre-Final Design (95%)
 - a. The preliminary design developed into Pre-Final Design
 - b. The following items will be developed/updated
 - i. Project Specific Details
 - ii. General Notes, Standard Details, Specifications, and OPCC
6. Final Design
 - a. Revise plans/documents based on Pre-Final comments from the Town.
7. Permanent Traffic Signal Design
 - a. Consultant will prepare plans for the construction of the proposed permanent traffic signal at Montfort Drive & Paladium Drive. Consultant will coordinate traffic signal design with other roadway improvements at the intersection.
 - i. Consultant will conduct a field meeting with Town of Addison to verify existing conditions and discuss preliminary design. This along with the topographic survey will form the basis for signal design.
 - ii. Consultant will design the following components as part of the permanent traffic signal plans:
 1. Proposed signal poles and pedestrian poles
 2. Proposed push buttons
 3. Ground boxes
 4. Conduit runs
 5. Wiring tables
 6. Vehicle detection
 7. Signal head designations
 8. Mast arm signage
 - iii. Consultant will use applicable Town of Addison design standards and specifications.

- iv. The design will be prepared using base mapping from the survey and field investigation. The design will be prepared at 1" = 40' on 11" x 17" plan sheets using Open Roads Designer. The design will be based on and include information gathered during the initial kick-off meetings. Consultant will coordinate with the electric power company to identify a source for electrical service. The traffic design package will consist of the following plan sheets:
 - 1. Traffic Signal Notes
 - 2. Existing Conditions Sheet (where applicable) showing existing intersection and roadway layout, signs, pavement markings, other notable above ground features, and the recorded utilities
 - 3. Traffic Signal Layout Sheets including overhead signs and pedestrian elements
 - 4. Traffic Signalization Detail Sheet with tabulation of quantities, electrical chart, timing table, Loop detectors, and general notes
 - 5. Standard Detail Sheets as may be applicable
- b. Consultant will prepare plans for the construction of the proposed permanent traffic signal at Montfort Drive & Celestial Road. Consultant will coordinate traffic signal design with other roadway improvements at the intersection.
 - i. Consultant will conduct a field meeting with Town of Addison to verify existing conditions and discuss preliminary design. This along with the topographic survey will form the basis for signal design.
 - ii. Consultant will design the following components as part of the permanent traffic signal plans:
 - 1. Proposed signal poles and pedestrian poles
 - 2. Proposed push buttons
 - 3. Ground boxes
 - 4. Conduit runs
 - 5. Wiring tables
 - 6. Vehicle detection
 - 7. Signal head designations
 - 8. Mast arm signage
 - iii. Consultant will use applicable Town of Addison design standards and specifications.

- iv. The design will be prepared using base mapping from the survey and field investigation. The design will be prepared at 1" = 40' on 11" x 17" plan sheets using Open Roads Designer. The design will be based on and include information gathered during the initial kick-off meetings. Consultant will coordinate with the electric power company to identify a source for electrical service. The traffic design package will consist of the following plan sheets:
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 - 3. Traffic Signal Layout Sheets including overhead signs and pedestrian elements
 - 4. Traffic Signalization Detail Sheet with tabulation of quantities, electrical chart, timing table, Loop detectors, and general notes
 - 5. Standard Detail Sheets as may be applicable
- 8. Meetings and Workshops
 - a. This task includes up to 30 additional hours, the scope of which shall match that of Task 17 in the original agreement.
- 9. Landscape & Irrigation
 - a. The consultant will prepare landscape and irrigation design for the additional project limits, the scope of which shall match that of task 18 in the original agreement.
 - b. The consultant will prepare landscaping plans as a separate bid package to be bid on by separate contractors.
- 10. Franchise Utility Coordination
 - a. This task includes up to 30 additional hours, the scope of which shall match that of Task 19 in the original agreement.
- 11. TDLR Plan Review
 - a. This task includes additional TDLR plan review and coordination beyond what is provided under task 20 of the original agreement. This task shall be used on an as-needed basis, at the discretion of the Town.
- 12. Design Support During Construction
 - a. This task includes up to 120 additional hours, the scope of which shall match that of Task 22 in the original agreement.
- 13. Town of Addison Fiber Conduit Design (Conduit & Handholes Only)
 - a. Upon City approval of fiber requirements and locations, design 2-inch multi-duct fiber conduit system using Town of Addison specifications, including handholes. The limits of the 2-inch multi-duct fiber conduit system will be from Belt Line Road to Celestial Road.
 - b. Provide multi-duct conduit layout, pull box locations, and applicable notes and details. Fiber will be shown on the illumination plans (where applicable).
- 14. Streetscape & Hardscape
 - a. Consultant shall provide design services for streetscape enhancements as part of this project. The scope of work shall include:
 - i. Enhanced Intersections

1. Develop plans and details for intersection treatments utilizing colored stamped concrete at the following locations:
 - Private Drive (formerly Sakowitz Parkway)
 - Paladium Drive
 - Celestial Road
 2. Design shall include layout, pattern, and color selection in coordination with the Town.
 3. Provide design for base preparation, thickness, reinforcement, and jointing requirements appropriate for anticipated traffic loads.
 4. Ensure proposed designs comply with applicable ADA requirements and coordinate transitions with adjacent pavement surfaces.
- ii. Enhanced Medians
 1. Design colored stamped concrete medians consistent with the standards and aesthetic goals of the Belt Line 1.5 Beautification Project.
 2. Coordinate color, pattern, and width with the Town to ensure visual continuity with enhanced intersections.
15. Underground Electrical and Monument Sign Foundation Design
- a. Underground Electrical Design
 - i. Design a layout for underground electric to connect from the existing underground electric (UGE) system located in the median of Montfort Drive to the southwest corner of the Belt Line Road and Montfort Drive intersection.
 - ii. Prepare plans and details showing conduit layout, size, materials, and installation notes in accordance with Town of Addison standards.
 - b. Monument Sign Footing Design
 - i. Provide structural design and detailed plans for the footing foundation for a future monument sign. It is assumed the foundation will be a shallow foundation.
 - ii. The monument sign design itself will be provided by others; the Consultant's scope is limited to the foundation only.
 - iii. Coordinate with the Town of Addison regarding location, footing size, and anticipated structural loading criteria.
 - iv. Ensure foundation design complies with Town of Addison specifications and applicable building codes.

B. PROJECT ASSUMPTIONS

1. The expanded project limits will be combined with those of the original agreement and bid as one package
2. Unless otherwise stated, the scope provided in this Change Order #2 shall be in addition to the services provided in the original agreement and Change Order #1.
3. Limits of paving improvements for Change Order #2 are from the south curb return of the Montfort Drive/Paladium Drive intersection to the south curb return of the Montfort Drive/Celestial Road intersection.

C. EFFECT OF CHANGE ON CONTRACT PRICE

This change will have the following effect on the contract price:

Task	Fee Amount
Original Contract Amount	\$792,700.00
Total Contract Amount (Including Previous Change Orders)	\$1,087,000.00
Amount of the Change Order	\$576,500.00
Revised Contract Amount	\$1,663,500.00
Total % Increase/Decrease (Including Previous Change Orders)	53.0%

D. EFFECT OF CHANGE ON CONTRACT TIME

The original agreement, dated April 2023, was set to be completed by July 2024.

Change Order #1 extended the contract time to January 2025.

The project was placed on hold from November 2024 until August 2025.

Change Order #2 extends the contract time to August 2026.

E. AGREEMENT

By the signatures below, duly authorized agent of the Town of Addison, Kimley-Horn and Associates, Inc. do hereby agree to append this Change Order Number 2 to the original contract between themselves, dated **April 26, 2023** and Change Order #1, dated **April 10, 2024**.



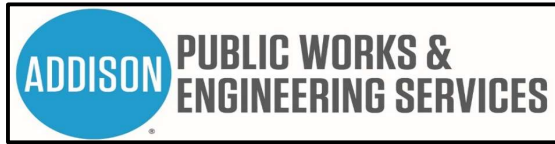
Design Engineer's Signature
Nathan Ante, P.E.

Director of P.W. & Engineering
Rebecca P. Diviney, P.E.

City Manager
David Gaines

Copies: Design Engineer
Department
City Secretary

Council Agenda:	Agenda Date	_____
(if applicable)	Item Number	_____
	Approved	_____



Professional Engineering Services

Montfort Drive Revitalization Project

CO #2 - Extend Project Limits to Celestial

Kimley-Horn and Associates, Inc.

P.O. Box 951640

Dallas, TX 75395-1640

Task #	Task Description	ORIGINAL CONTRACT	CO #1	CO #2	REVISED CONTRACT
	BASIC SERVICES				
1	Topographic and Boundary Survey	\$ 22,400.00	\$ 16,000.00	\$ 27,000.00	\$ 65,400.00
4	Coordination with Texas Historical Commission	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
5	Geotechnical Investigation	\$ 40,300.00	\$ -	\$ -	\$ 40,300.00
8	Project Management	\$ 16,400.00	\$ 8,000.00	\$ 12,000.00	\$ 36,400.00
9	Conceptual Design Schematic (30%)	\$ 60,800.00	\$ 40,000.00	\$ 56,000.00	\$ 156,800.00
10	Preliminary Design (60%)	\$ 101,700.00	\$ 67,200.00	\$ 79,000.00	\$ 247,900.00
11	Pre-Final Design (95%)	\$ 79,800.00	\$ 28,700.00	\$ 80,000.00	\$ 188,500.00
12	Final Design	\$ 52,500.00	\$ 18,900.00	\$ 69,000.00	\$ 140,400.00
13	Traffic Signal Warrant Analysis	\$ 14,400.00	\$ -	\$ -	\$ 14,400.00
15	Temporary Traffic Signal Design (Belt Line)	\$ 26,100.00	\$ -	\$ -	\$ 26,100.00
15A	Temporary Traffic Signal Design (Paladium)	\$ -	\$ 36,000.00	\$ -	\$ 36,000.00
18	Landscape and Irrigation	\$ 37,000.00	\$ 16,500.00	\$ 38,000.00	\$ 91,500.00
21	Proposal Phase Services	\$ 9,500.00	\$ -	\$ -	\$ 9,500.00
	Subtotal	\$ 465,400.00	\$ 231,300.00	\$ 361,000.00	\$ 1,057,700.00
	SPECIAL SERVICES				
2	Subsurface Utility Engineering (SUE)	\$ 63,400.00	\$ 22,000.00	\$ 38,000.00	\$ 123,400.00
3	CCTV Storm Drain	\$ 2,300.00	\$ -	\$ -	\$ 2,300.00
6	Appraisal, Title, and ROW Acquisition Services	\$ 63,500.00	\$ -	\$ -	\$ 63,500.00
7	ROW and Easement Instruments of Conveyance	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
14	Permanet Traffic Signal Design (Sakowitz)	\$ 35,000.00	\$ 6,000.00		\$ 41,000.00
14A	Permanent Traffic Signal (Paladium & Celestial)	\$ -	\$ -	\$ 76,000.00	\$ 76,000.00
16	Belt Line Signal Coordination with City of Dallas	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00
17	Meetings and Workshops	\$ 18,900.00	\$ 5,000.00	\$ 10,000.00	\$ 33,900.00
19	Franchise Utility Coordination	\$ 18,900.00	\$ 5,000.00	\$ 10,000.00	\$ 33,900.00
20	TDLR Plan Review	\$ 3,600.00	\$ -	\$ 2,000.00	\$ 5,600.00
22	Design Support During Construction	\$ 89,700.00	\$ 25,000.00	\$ 40,000.00	\$ 154,700.00
23	Town of Addison Fiber Conduit	\$ -	\$ -	\$ 18,000.00	\$ 18,000.00
24	Streetscape & Hardscape	\$ -	\$ -	\$ 14,000.00	\$ 14,000.00
25	Underground Electric Conduit & Monument Sign Foundation	\$ -	\$ -	\$ 7,500.00	\$ 7,500.00
	Subtotal	\$ 327,300.00	\$ 63,000.00	\$ 215,500.00	\$ 605,800.00
	Total	\$ 792,700.00	\$ 294,300.00	\$ 576,500.00	\$ 1,663,500.00