



Addison City Council Meeting
December 9, 2025
Addison Town Hall
15600 Addison Road
Addison, Texas 75001

AMENDED: 12/4 at 11:47 am - Addition of Updated Applicant Summary to IC Items #6c and #6d

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 Work Session Room 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 & 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 551.074 (a) (1) Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee -
 - Annual City Manager Evaluation

- b. Pursuant to Section 551.087(1): Economic Development Negotiations to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations:
 - Project Rushmore
 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 updates to ordinances regarding taxicabs and sleeping in public and the addition of a new ordinance to address parking issues at the Police and Courts facility and Fire Station 1.
 - b. Present and discuss the 2026 City Council Events Calendar.
 - c. Present and discuss the City Council Rules and Procedures.
-

COUNCIL MEETING

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

1. **Pledge of Allegiance.** United States and Texas Flags
2. **Proclamations / Presentations**
 - a. City Manager's Announcements.
 - b. Employee Recognition.
 - c. Town of Addison 2025 Citizens Academy Recognition.
 - d. Salvation Army of Dallas County Red Kettle Campaign 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 November 18, 2025 Regular City Council Meeting.
- b. Consider action on a Resolution approving an Economic Development Program Grant Agreement with LMR II – Quorum II Plaza LLC including a capital improvement grant in an amount not to exceed \$50,000 and a performance-based grant representing 50% of the excess tax revenue above the 2024 baseline up to \$200,000; and authorizing the City Manager to execute the agreement.

5. **Public Hearings.**

- a. Hold a public hearing, present, discuss, and consider action on a Resolution approving the financing and refinancing of a project for the development of airport facilities at the Addison Airport solely for the purpose of Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 66.0304(11)(A) of the Wisconsin Statutes, as amended.

6. **Items for Individual Consideration.**

- a. Present, discuss, and consider action on a request for an Alternative Sign Design to Article 5 of the Unified Development Ordinance (UDC) for Jefferson Aero, a new multi-family complex located at 4800 Airport Parkway, in order to allow a detached monument sign to exceed the maximum height. (Case MR2025-02/4800 Airport Parkway).
- b. Present, discuss, and consider action on a request for an Alternative Sign Design to Article 5 of the Unified Development Ordinance (UDC) for Quorum II shopping center, located at 4900 Belt Line Road, in order to allow a detached monument sign to exceed the maximum height and maximum area. (Case MR2025-03/4900 Belt Line Road).
- c. Present, discuss, and consider action on a Resolution nominating four (4) citizens to serve on the Planning & Zoning Commission for two-year terms commencing January 1, 2026, and providing an effective date.
- d. Present, discuss, and consider action on a Resolution nominating four (4) citizens to serve on the Board of Zoning Adjustment for two-year terms commencing January 1, 2026, and providing an effective date.
- e. Present, discuss, and consider action on a Resolution casting the Town of Addison's allocated votes for a Suburban Cities Representative to the Dallas Central Appraisal District Board of Directors.

7. **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.

8. **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, City Secretary
Date posted: December 3, 2025 Time posted: 4:49 PM
Date removed from bulletin board: _____
Removed by: _____

2025 City Council Regular Meeting

3. a.

Meeting Date: 12/09/2025

Department: City Manager

AGENDA CAPTION:

Council Questions & 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.

2025 City Council Regular Meeting

4. a.

Meeting Date: 12/09/2025

Department: City Manager

AGENDA CAPTION:

Pursuant to Section 551.074 (a) (1) Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee -

- Annual City Manager Evaluation

BACKGROUND:

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

2025 City Council Regular Meeting

4. b.

Meeting Date: 12/09/2025

Department: Economic Development

Key Focus Areas: Economic Development and Revitalization

AGENDA CAPTION:

Pursuant to Section 551.087(1): Economic Development Negotiations to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations:

- Project Rushmore

BACKGROUND:

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

2025 City Council Regular Meeting

6. a.

Meeting Date: 12/09/2025

Department: Police

Key Focus Areas: Public Safety

AGENDA CAPTION:

Present and discuss updates to ordinances regarding taxicabs and sleeping in public and the addition of a new ordinance to address parking issues at the Police and Courts facility and Fire Station 1.

BACKGROUND:

The following ordinances were identified by staff as needing updates, revisions, or creation to enhance public safety:

- Repeal of the current Taxicab Ordinance ([Chapter 86 - Vehicles for Hire, Article II - Taxicabs, Limousines, and Shuttles](#)) — The number of permits issued by the Town has steadily declined over the past decade due to the increasing popularity of app-based ride-sharing services that are not subject to the Town’s permit regulations. The cost of administering permit applications currently exceeds the fees collected for the permits issued.
- Update the current Sleeping in Public Ordinance ([Chapter 58 - Parks and Recreation, Article II, Use of Public Parks](#)) — The ordinance was adopted 40 years ago and includes language that is vague and overly broad. The revised language will address camping and sleeping on any property owned, managed, or controlled by the Town, including parks, and will prohibit camping on private property without permission from the owner or lessee.
- Creation of a new ordinance limiting parking at the Police and Courts facility, located at 4799 Airport Parkway, and Fire Station 1, located at 4798 Airport Parkway — Currently, there are not enough parking spaces available at the Police and Courts building on many days of the week. Non-PD, Court, and FD users use the parking lot for service at other facilities, creating parking issues for employees and citizens seeking police, court, or fire department services. The new ordinance would establish two-hour visitor parking spaces and prohibit parking at these locations unless for official business.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff requests Council direction on proposed updates to current ordinances and the proposed new ordinance.

Attachments

Presentation - PD Ordinance Updates

PD Ordinances Updates

Repeal of Taxicab Ordinance

Updated Sleeping in Public Ordinance

New Parking at Certain Buildings Ordinance

December 9, 2025

Chris Freis, Police Chief

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 pointing downwards and a grey triangle pointing upwards, meeting at a diagonal line.

1. Repeal of Taxicab Ordinance

Current Ordinance: [Chapter 86 – Vehicles for Hire, Article II – Taxicabs, Limousines, and Shuttles](#)

Challenges with the current ordinance:

- Current ordinance was adopted more than 40 years ago.
- Rideshare apps are much more common than taxicabs.
- Less than 10 permits are issued per year.
- Staff spends more money printing the permits than what is collected in fees.

Staff Recommendation: Repeal current taxicab ordinance.

2. Updated Sleeping in Public Ordinance

Current Ordinance: [Chapter 58 – Parks and Recreation, Article II – Use of Public Parks](#)

Challenges with Current Ordinance

- Current ordinance was adopted more than 40 years ago.
- The City Attorney reported concerns with the vagueness of the current ordinance.
- Public camping has become an increasing problem in the area.

Updated Language

- Prohibits camping and sleeping on any property owned, managed, and / or controlled by the Town, including parks.
- Prohibits camping and sleeping on any private property without first obtaining permission from the owner or lessee.

Staff Recommendation: Adopt an updated ordinance that regulates sleeping and camping in public.

3. New Ordinance – Parking at PD / Courts and FS #1

Current Challenges

- There are not enough parking spaces available at the Police and Courts building on many days of the week.
- Non-PD, Courts, and FD users are parking at these buildings and walking to other nearby buildings.

New Ordinance

- Creates 2-hour visitor parking spaces.
- Creates an offense to park at the Police and Courts building or Fire Station 1 unless conducting official business inside that building.

Staff Recommendation: Adopt a new ordinance that regulates parking at the Police and Courts building and Fire Station 1.

Council direction is requested on the following:

1. Repeal of Taxicab Ordinance.
2. Update of Sleeping in Public Ordinance
3. Creation of a new Ordinance to regulate parking at the Police and Courts Building and Fire Station 1.

Next Steps:

If approved, staff will bring these items back to Council on Consent for adoption.

Questions?

2025 City Council Regular Meeting

6. b.

Meeting Date: 12/09/2025

Department: City Secretary

Key Focus Areas: Financial Health and Organizational Excellence
Community Engagement

AGENDA CAPTION:

Present and discuss the 2026 City Council Events Calendar.

BACKGROUND:

In order to help the City Council adequately prepare for the new year, staff has prepared a calendar of events for the City Council's consideration covering calendar year 2026. This calendar includes City Council meetings, Town events, and external events.

FISCAL IMPACT

N/A

RECOMMENDATION

Information only.

Attachments

Presentation - 2026 City Council Calendar

2026 City Council Calendar

2026 City Council Calendar

December 9, 2025

Valencia Garcia, City Secretary

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

2026 City Council Calendar

january

2026

sun	mon	tue	wed	thu	fri	sat
28	29	30	31	1 Town Holiday - New Year's Day	2	3
4	5	6 City Council Work Session Meeting	7	8	9	10
11	12	13 Regular City Council Meeting	14 May 2026 Election - First Day to File	15	16	17
18	19 Town Holiday - MLK Jr. Day	20 P&Z Commission Meeting	21	22	23	24
25	26	27 Regular City Council Meeting	28	29	30 City Council Strategic Planning Retreat	31

Council Meetings

- January 6 - City Council Work Session Meeting
- January 13 - Regular City Council Meeting
- January 27 - Regular City Council Meeting
- January 30 - City Council Strategic Planning Retreat

Planning & Zoning Commission Meetings

- January 20 - Planning & Zoning Commission Meeting

Town Holidays

- January 1 - New Year's Day
- January 19 - Martin Luther King Jr. Day

Town Events

Important Dates

- January 14 - First Day to File for the May 2026 Election

2026 City Council Calendar

february

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3 City Council Work Session Meeting	4	5	6	7
8	9	10 Regular City Council Meeting	11	12	13 May 2026 Election Filing Deadline	14
15	16	17 P&Z Commission Meeting	18	19	20	21
22	23	24 Regular City Council Meeting	25	26	27	28

Council Meetings

February 3 - City Council Work Session Meeting
 February 10 - Regular City Council Meeting
 February 24 - Regular City Council Meeting

Planning & Zoning Commission Meetings

February 17 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

Important Dates

February 13 - May 2026 Election Filing Deadline

2026 City Council Calendar

march

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3 Spring Town Meeting	4	5	6	7
8	9	10 Regular City Council Meeting	11	12	13	14
15	16	17 P&Z Commission Meeting	18	19	20	21
22	23	24 Regular City Council Meeting	25	26	27	28
29	30	31	1	2	3	4

Council Meetings

March 10 - Regular City Council Meeting
 March 24 - Regular City Council Meeting

Planning & Zoning Commission Meetings

March 17 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

March 3 - Spring Town Meeting

Important Dates

2026 City Council Calendar

april

2026

sun	mon	tue	wed	thu	fri	sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
		City Council Work Session Meeting				
12	13	14	15	16	17	18
		Regular City Council Meeting			Taste Addison 2026	Taste Addison 2026
19	20	21	22	23	24	25
Taste Addison 2026	May 2026 Election - Early Voting Begins	P&Z Commission Meeting				
26	27	28	29	30	1	2
		Regular City Council Meeting / May 2026 Election - Early Voting Ends				

Council Meetings

April 7 - City Council Work Session Meeting
 April 14 - Regular City Council Meeting
 April 28 - Regular City Council Meeting

Planning & Zoning Commission Meetings

April 21 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

April 17 - 19 - Taste Addison 2026

Important Dates

April 20 - 28 - May 2026 Election Early Voting

2026 City Council Calendar

may

2026

sun	mon	tue	wed	thu	fri	sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
		City Council Work Session Meeting				
10	11	12	13	14	15	16
		Special City Council Meeting - May 2026 Election				
17	18	19	20	21	22	23
		P&Z Commission Meeting				
24	25	26	27	28	29	30
	Town Holiday - Memorial Day	Regular City Council Meeting				
31	1	2	3	4	5	6

Council Meetings

- May 5 - City Council Work Session Meeting
- May 12 - Special City Council Meeting - May 2026 Election
- May 26 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- May 19 - Planning & Zoning Commission Meeting

Town Holidays

- May 25 - Memorial Day

Town Events

Important Dates

- May 2 - May 2026 Election Day

2026 City Council Calendar

june

2026

sun	mon	tue	wed	thu	fri	sat
31	1	2	3	4	5	6
		City Council Work Session Meeting				
7	8	9	10	11	12	13
		Regular City Council Meeting				
14	15	16	17	18	19	20
		P&Z Commission Meeting			Town Holiday - Juneteenth	
21	22	23	24	25	26	27
		Regular City Council Meeting				
28	29	30	1	2	3	4

Council Meetings

- June 2 - City Council Work Session Meeting
- June 9 - Regular City Council Meeting
- June 23 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- June 16 - Planning & Zoning Commission Meeting

Town Holidays

- June 19 - Juneteenth

Town Events

Important Dates

2026 City Council Calendar

ADDISON

july

2026

sun	mon	tue	wed	thu	fri	sat
28	29	30	1	2	3	4
					2026 Addison Kaboom Town! / Town Holiday - Independence Day (Observed)	
5	6	7	8	9	10	11
		City Council Work Session Meeting				
12	13	14	15	16	17	18
		Regular City Council Meeting				
19	20	21	22	23	24	25
		P&Z Commission Meeting				
26	27	28	29	30	31	1
		Regular City Council Meeting				

Council Meetings

- July 7 - City Council Work Session Meeting
- July 14 - Regular City Council Meeting
- July 28 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- July 21 - Planning & Zoning Commission Meeting

Town Holidays

- July 3 - Independence Day (Observed)

Town Events

- July 3 - 2026 Addison Kaboom Town!

Important Dates

2026 City Council Calendar

august

2026

sun	mon	tue	wed	thu	fri	sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
		City Council Work Session Meeting - FY27 Budget	City Council Work Session Meeting - FY27 Budget			
9	10	11	12	13	14	15
		Regular City Council Meeting				
16	17	18	19	20	21	22
		P&Z Commission Meeting				
23	24	25	26	27	28	29
		Regular City Council Meeting				
30	31	1	2	3	4	5

Council Meetings

August 4-5 - FY27 Budget Workshop (proposed date)
 August 11 - Regular City Council Meeting
 August 25 - Regular City Council Meeting

Planning & Zoning Commission Meetings

August 18 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

Important Dates

2026 City Council Calendar

september

2026

sun	mon	tue	wed	thu	fri	sat
30	31	1 Special City Council Meeting - FY 2027 Budget	2	3	4	5
6	7 Town Holiday - Labor Day	8 Regular City Council Meeting	9	10	11	12
13	14	15 P&Z Commission Meeting	16	17 Addison Oktoberfest 2026	18 Addison Oktoberfest 2026	19 Addison Oktoberfest 2026
20 Addison Oktoberfest 2026	21	22 Regular City Council Meeting	23	24	25	26
27	28	29	30	1	2	3

Council Meetings

September 1 - Special City Council Meeting (FY 2027 Budget)
 September 8 - Regular City Council Meeting
 September 22 - Regular City Council Meeting

Planning & Zoning Commission Meetings

September 15 - Planning & Zoning Commission Meeting

Town Holidays

September 7 - Labor Day

Town Events

September 17 - 20 - Addison Oktoberfest 2026

Important Dates

2026 City Council Calendar

october

2026

sun	mon	tue	wed	thu	fri	sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
		City Council Work Session Meeting				
11	12	13	14	15	16	17
		Regular City Council Meeting				
18	19	20	21	22	23	24
		P&Z Commission Meeting		Fall Town Meeting		
25	26	27	28	29	30	31
		Regular City Council Meeting				

Council Meetings

- October 6 - City Council Work Session Meeting
- October 13 - Regular City Council Meeting
- October 27 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- October 20 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

- October 22 - Fall Town Meeting

Important Dates

2026 City Council Calendar

november

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3 City Council Work Session Meeting	4	5	6	7
8	9	10 Regular City Council Meeting	11 Town Holiday - Veterans Day / 2026 TML Conference Begins - San Antonio, TX	12	13 2026 TML Conference Ends - San Antonio, TX	14
15	16	17 P&Z Commission Meeting	18	19	20	21
22	23	24	25	26 Town Holiday - Thanksgiving	27 Town Holiday - Thanksgiving	28
29	30	1	2	3	4	5

Council Meetings

November 3 - City Council Work Session Meeting
November 10 - Regular City Council Meeting

Planning & Zoning Commission Meetings

November 17 - Planning & Zoning Commission Meeting

Town Holidays

November 11 - Veterans Day
November 26 - 27 - Thanksgiving

Town Events

Important Dates

November 11 - 13 - 2026 TML Conference (San Antonio, TX)

2026 City Council Calendar

december

2026

sun	mon	tue	wed	thu	fri	sat
29	30	1	2	3	4	5
		City Council Work Session Meeting				
6	7	8	9	10	11	12
		Regular City Council Meeting				
13	14	15	16	17	18	19
		P&Z Commission Meeting				
20	21	22	23	24	25	26
				Town Holiday - Christmas Eve	Town Holiday - Christmas Day	
27	28	29	30	31	1	2

Council Meetings

December 1 - City Council Work Session Meeting
December 8 - Regular City Council Meeting

Planning & Zoning Commission Meetings

December 15 - Planning & Zoning Commission Meeting

Town Holidays

December 24 - Christmas Eve
December 25 - Christmas Day

Town Events

Important Dates

Questions?

january

2026

sun	mon	tue	wed	thu	fri	sat
28	29	30	31	1 Town Holiday - New Year's Day	2	3
4	5	6 City Council Work Session Meeting	7	8	9	10
11	12	13 Regular City Council Meeting	14 May 2026 Election - First Day to File	15	16	17
18	19 Town Holiday - MLK Jr. Day	20 P&Z Commission Meeting	21	22	23	24
25	26	27 Regular City Council Meeting	28	29	30 City Council Strategic Planning Retreat	31

Council Meetings

- January 6** - City Council Work Session Meeting
- January 13** - Regular City Council Meeting
- January 27** - Regular City Council Meeting
- January 30** - City Council Strategic Planning Retreat

Planning & Zoning Commission Meetings

- January 20** - Planning & Zoning Commission Meeting

Town Holidays

- January 1** - New Year's Day
- January 19** - Martin Luther King Jr. Day

Town Events

Important Dates

- January 14** - First Day to File for the May 2026 Election

february

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3	4	5	6	7
		City Council Work Session Meeting				
8	9	10	11	12	13	14
		Regular City Council Meeting			May 2026 Election Filing Deadline	
15	16	17	18	19	20	21
		P&Z Commission Meeting				
22	23	24	25	26	27	28
		Regular City Council Meeting				

Council Meetings

- February 3 - City Council Work Session Meeting
- February 10 - Regular City Council Meeting
- February 24 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- February 17 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

Important Dates

- February 13 - May 2026 Election Filing Deadline

march

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3	4	5	6	7
		Spring Town Meeting				
8	9	10	11	12	13	14
		Regular City Council Meeting				
15	16	17	18	19	20	21
		P&Z Commission Meeting				
22	23	24	25	26	27	28
		Regular City Council Meeting				
29	30	31	1	2	3	4

Council Meetings

March 10 - Regular City Council Meeting
 March 24 - Regular City Council Meeting

Planning & Zoning Commission Meetings

March 17 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

March 3 - Spring Town Meeting

Important Dates

april

2026

sun	mon	tue	wed	thu	fri	sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
		City Council Work Session Meeting				
12	13	14	15	16	17	18
		Regular City Council Meeting			Taste Addison 2026	Taste Addison 2026
19	20	21	22	23	24	25
Taste Addison 2026	May 2026 Election - Early Voting Begins	P&Z Commission Meeting				
26	27	28	29	30	1	2
		Regular City Council Meeting / May 2026 Election - Early Voting Ends				

Council Meetings

- April 7 - City Council Work Session Meeting
- April 14 - Regular City Council Meeting
- April 28 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- April 21 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

- April 17 - 19 - Taste Addison 2026

Important Dates

- April 20 - 28 - May 2026 Election Early Voting

may

2026

sun	mon	tue	wed	thu	fri	sat
26	27	28	29	30	1	2
						May 2026 Election Day
3	4	5	6	7	8	9
		City Council Work Session Meeting				
10	11	12	13	14	15	16
		Special City Council Meeting - May 2026 Election				
17	18	19	20	21	22	23
		P&Z Commission Meeting				
24	25	26	27	28	29	30
	Town Holiday - Memorial Day	Regular City Council Meeting				
31	1	2	3	4	5	6

Council Meetings

- May 5 - City Council Work Session Meeting
- May 12 - Special City Council Meeting - May 2026 Election
- May 26 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- May 19 - Planning & Zoning Commission Meeting

Town Holidays

- May 25 - Memorial Day

Town Events

Important Dates

- May 2 - May 2026 Election Day

june

2026

sun	mon	tue	wed	thu	fri	sat
31	1	2	3	4	5	6
		City Council Work Session Meeting				
7	8	9	10	11	12	13
		Regular City Council Meeting				
14	15	16	17	18	19	20
		P&Z Commission Meeting			Town Holiday - Juneteenth	
21	22	23	24	25	26	27
		Regular City Council Meeting				
28	29	30	1	2	3	4

Council Meetings

June 2 - City Council Work Session Meeting

June 9 - Regular City Council Meeting

June 23 - Regular City Council Meeting

Planning & Zoning Commission Meetings

June 16 - Planning & Zoning Commission Meeting

Town Holidays

June 19 - Juneteenth

Town Events

Important Dates

july

2026

sun	mon	tue	wed	thu	fri	sat
28	29	30	1	2	3	4
					2026 Addison Kaboom Town! / Town Holiday - Independence Day (Observed)	
5	6	7	8	9	10	11
		City Council Work Session Meeting				
12	13	14	15	16	17	18
		Regular City Council Meeting				
19	20	21	22	23	24	25
		P&Z Commission Meeting				
26	27	28	29	30	31	1
		Regular City Council Meeting				

Council Meetings

- July 7 - City Council Work Session Meeting
- July 14 - Regular City Council Meeting
- July 28 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- July 21 - Planning & Zoning Commission Meeting

Town Holidays

- July 3 - Independence Day (Observed)

Town Events

- July 3 - 2026 Addison Kaboom Town!

Important Dates

august

2026

sun	mon	tue	wed	thu	fri	sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
		City Council Work Session Meeting - FY27 Budget	City Council Work Session Meeting - FY27 Budget			
9	10	11	12	13	14	15
		Regular City Council Meeting				
16	17	18	19	20	21	22
		P&Z Commission Meeting				
23	24	25	26	27	28	29
		Regular City Council Meeting				
30	31	1	2	3	4	5

Council Meetings

- August 4-5 - FY27 Budget Workshop (proposed date)
- August 11 - Regular City Council Meeting
- August 25 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- August 18 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

Important Dates

september

2026

sun	mon	tue	wed	thu	fri	sat
30	31	1 Special City Council Meeting - FY 2027 Budget	2	3	4	5
6	7 Town Holiday - Labor Day	8 Regular City Council Meeting	9	10	11	12
13	14	15 P&Z Commission Meeting	16	17 Addison Oktoberfest 2026	18 Addison Oktoberfest 2026	19 Addison Oktoberfest 2026
20 Addison Oktoberfest 2026	21	22 Regular City Council Meeting	23	24	25	26
27	28	29	30	1	2	3

Council Meetings

- September 1 - Special City Council Meeting (FY 2027 Budget)
- September 8 - Regular City Council Meeting
- September 22 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- September 15 - Planning & Zoning Commission Meeting

Town Holidays

- September 7 - Labor Day

Town Events

- September 17 - 20 - Addison Oktoberfest 2026

Important Dates

october

2026

sun	mon	tue	wed	thu	fri	sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
		City Council Work Session Meeting				
11	12	13	14	15	16	17
		Regular City Council Meeting				
18	19	20	21	22	23	24
		P&Z Commission Meeting		Fall Town Meeting		
25	26	27	28	29	30	31
		Regular City Council Meeting				

Council Meetings

- October 6 - City Council Work Session Meeting
- October 13 - Regular City Council Meeting
- October 27 - Regular City Council Meeting

Planning & Zoning Commission Meetings

- October 20 - Planning & Zoning Commission Meeting

Town Holidays

Town Events

- October 22 - Fall Town Meeting

Important Dates

november

2026

sun	mon	tue	wed	thu	fri	sat
1	2	3	4	5	6	7
		City Council Work Session Meeting				
8	9	10	11	12	13	14
		Regular City Council Meeting	Town Holiday - Veterans Day / 2026 TML Conference Begins - San Antonio, TX		2026 TML Conference Ends - San Antonio, TX	
15	16	17	18	19	20	21
		P&Z Commission Meeting				
22	23	24	25	26	27	28
				Town Holiday - Thanksgiving	Town Holiday - Thanksgiving	
29	30	1	2	3	4	5

Council Meetings

November 3 - City Council Work Session Meeting
November 10 - Regular City Council Meeting

Planning & Zoning Commission Meetings

November 17 - Planning & Zoning Commission Meeting

Town Holidays

November 11 - Veterans Day
November 26 - 27 - Thanksgiving

Town Events

Important Dates

November 11 - 13 - 2026 TML Conference (San Antonio, TX)

december

2026

sun	mon	tue	wed	thu	fri	sat
29	30	1	2	3	4	5
		City Council Work Session Meeting				
6	7	8	9	10	11	12
		Regular City Council Meeting				
13	14	15	16	17	18	19
		P&Z Commission Meeting				
20	21	22	23	24	25	26
				Town Holiday - Christmas Eve	Town Holiday - Christmas Day	
27	28	29	30	31	1	2

Council Meetings

December 1 - City Council Work Session Meeting
December 8 - Regular City Council Meeting

Planning & Zoning Commission Meetings

December 15 - Planning & Zoning Commission Meeting

Town Holidays

December 24 - Christmas Eve
December 25 - Christmas Day

Town Events

Important Dates

2025 City Council Regular Meeting

6. c.

Meeting Date: 12/09/2025

Department: City Secretary

Key Focus Areas: Financial Health and Organizational Excellence
Community Engagement

AGENDA CAPTION:

Present and discuss the City Council Rules and Procedures.

BACKGROUND:

At a previous City Council Work Session, the City Council requested that staff bring forward a Work Session to discuss the City Council Rules and Procedures. This document standardizes procedures and processes regarding the following:

- City Council Meeting Types
- City Council Meeting Agendas
- City Council Meeting Procedures
- Citizen Participation at Meetings
- City Council Code of Conduct
- Council and Staff Relations
- Council and Media Relations

This document is reviewed on a regular basis and at the request of the City Council. The most recent updates occurred in 2017 and 2024.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff requests City Council direction on the City Council Rules and Procedures:

1. Keep the City Council Rules and Procedures as is with no updates.
2. Make updates to the City Council Rules and Procedures to be adopted via Resolution at a future City Council Meeting.

Attachments

Presentation - City Council Rules & Procedures

City Council Rules & Procedures

City Council Rules and Procedures

December 9, 2025

Valencia Garcia, City Secretary

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

- The City Council Rules and Procedures standardizes procedures and processes regarding the following:
 - City Council Meeting Types
 - City Council Meeting Agendas
 - City Council Meeting Procedures
 - Citizen Participation at Meetings
 - City Council Code of Conduct
 - Council and Staff Relations
 - Council and Media Relations
- The most recent updates occurred in 2017 and 2024.
- At a previous Council Work Session, City Council requested that staff bring forward a Work Session to discuss the Council Rules and Procedures.

Section 1 – Meetings

Outlines the different types of City Council Meetings, when they occur and how they are called.

- Regular Meetings
- Special Meetings
- Work Session Meetings

Section 2 – Agendas

Sets procedures for City Council Meeting Agendas including:

- Agenda item requests and meeting agenda development
- Posted agenda packet distribution to Council
- Compliance with Open Meetings Act

Section 3 – Council Meeting Procedures:

Serves as a general guide for meetings utilizing parliamentary procedure.

- Mayor’s responsibilities as the presiding officer
- Agenda item presentations
 - Council questions and discussion
 - Motion and voting procedure
- Closed Session procedures
- Remote attendance guidelines for City Council meetings

Section 4 – Citizen Participation at Meetings:

Sets guidelines for citizens choosing to participate in City Council Meetings.

- Opportunities for public comment
 - In-person verbal comments
 - Written public comments

Section 5 – Code of Conduct for Mayor and Council Members:

Establishes a code of conduct based on the Town's Code of Ethics.

- States that the Mayor and Council should abide by the [Town's Code of Ethics](#) as noted in the Town's Code of Ordinances and all applicable laws.
- Conflict of Interest Affidavits and procedures for votes presenting conflicts of interest.

Staff is seeking Council direction to:

1. Confirm the Council Rules & Procedures as is with no updates; or
2. Request updates to be made to the Council Rules & Procedures.
 - To be drafted and adopted via Resolution at a future Council meeting.

Questions?

CITY COUNCIL RULES & PROCEDURES

CITY COUNCIL MEETING PROCEDURES

SECTION 1. MEETINGS

- A. Regular Meetings will generally be held on the second and fourth Tuesday of each month. Meetings will be held at a posted location commencing at 7:00 p.m., unless otherwise posted.
- B. Special Meetings are subject to call by the Mayor, City Manager, or three members of the City Council with written notice to the City Secretary. These meetings will be held at a posted location at a stated time.
- C. Work Session Meetings are subject to call by the Mayor, City Manager, or three members of the City Council with written notice to the City Secretary. The time, place, and purpose will be stated in each instance. Ordinarily, no official Council action will be taken at a work session meeting.

SECTIONS 2. AGENDAS

The following procedures relate to the agenda for meetings of the Council.

- A. The City Manager, working with the Mayor, will determine what items of business should come before the Council. If, at a meeting of the Council, a member of the Council (i.e., the Mayor and each Council member) or the public inquiries about a subject for which notice has not been given as required by law, only the following may be provided unless otherwise allowed by law: (1) a statement of specific factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Unless otherwise allowed by law, any deliberation of or decision about the subject of such inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
- B. An item will be placed on the agenda at the request of two or more Council members. The City Manager will place the item on the agenda as soon as applicable. The Council members requesting the agenda item may present or participate in the presentation of the item at the meeting. Any Town staff assistance should be requested through the City Manager's Office. Such agenda items must reach the City Manager's office at Town Hall by 1:00 p.m., Tuesday, of the week preceding the meeting for which the request is made.
- C. The agenda packets for all Regular Meetings will be delivered electronically by Town staff to members of the Council no later than the Thursday preceding the meetings.
- D. The City Secretary's office is responsible for seeing that notices for all meetings of the Council comply with the Open Meetings Law.

SECTION 3. COUNCIL MEETING PROCEDURES

The Council will use the following procedures as a general guide for parliamentary procedure and may consult Robert's Rules of Order as a guide in instances not addressed by these procedures.

A. The Mayor shall be the presiding officer at all meetings. The Mayor Pro-Tempore shall preside at meetings in the absence of the Mayor, and the Deputy Mayor Pro-Tempore shall preside at meetings in the absence of the Mayor and Mayor Pro-Tempore. The term Mayor shall be interpreted to mean the presiding officer when applicable throughout these City Council Procedures.

B. The Mayor shall have a voice in all matters before the Council and may vote on all matters.

C. When an item is presented to the Council, the Mayor shall recognize the presenter(s) and the order of presentation. During City Council discussion of an item, the Mayor shall recognize members of the Council who desire to ask questions or speak on an item. When two or more members desire to speak on an item, the Mayor shall choose which member is to speak first.

D. Each member of the Council, including the Mayor, will be given an opportunity to ask questions following presentation of an agenda item. Then, members shall be given the opportunity to ask additional questions in the same manner until no member has additional questions.

E. During the Council's discussion of an item, each member will be given a reasonable amount of time to speak until all members have had an opportunity to ask questions. Following the initial round of discussion, the Mayor shall recognize a member desiring to make a motion. If a motion is made and seconded, the discussion of the motion, if any, shall follow the procedure outlined above. If no motion is made, the discussion will continue in the same manner outlined above until discussion on the item has concluded. The procedure described herein is intended to give each member a timely opportunity to speak and to avoid one member monopolizing the floor for an extended period of time before others have an opportunity to speak.

F. The Mayor shall preserve order and shall require Council members engaged in debate to limit discussion to the question under consideration. Members of the Council shall not interrupt or delay proceedings and shall not refuse to obey the orders of the Mayor or the rules of the Council. Members of the Council shall demonstrate respect and courtesy to each other, Town staff members, and citizens appearing before the Council.

G. The Mayor will give all members of the Council a full opportunity to speak on an item; provided, the Mayor may reasonably limit the time for discussion on any item as the Mayor deems appropriate based upon the circumstances.

H. Every member of the Council shall vote on all matters before the Council whereupon the Mayor has called for a final vote unless a member abstains from the vote due to a conflict of interest or other legal basis for abstention following the procedures for abstention set forth in Section 5.

I. Should a conflict arise between Council members during a meeting, the Mayor shall serve as the mediator. If the Mayor is a part of the conflict, the Council shall determine the procedure to conclude the matter.

J. The Council may convene into closed (executive) session in connection with any Regular, Special or Work Session meeting in conformance with the rules governing closed meetings set forth in Chapter 551 of the Texas Government Code. Prior to convening into closed session the Mayor shall (i) announce the applicable statutory exception(s) authorizing the closed session, (ii) identify the general purpose or subject matter to be discussed during the closed session to the extent permitted by law, and (iii) state the time in which the Council is convening into closed session.

K. Members of the Council may attend a meeting remotely when a member is unable to attend the meeting in-person, provided, the member's remote attendance is able to be administered in full conformance with Section 551.127 of the Texas Government Code and all applicable IT policies adopted by the Town. Each remote location from which a member participates, must have an internet connection that is of sufficient quality to ensure a continuous, live two-way audio and video communication with all other members of the Council during the entire meeting. While speaking, a member attending remotely must be clearly visible and audible to all other members of the Council and the public (except during a closed session). If a member intends on attending a closed session remotely, the member shall coordinate with the City Manager's office in advance to ensure that the remote location and connection are able to comply with all applicable security requirements.

L. Any Council member may ask the Mayor to enforce the procedures established by the Council. Should the Mayor fail to do so, a majority of the Council may direct the Mayor to enforce the procedures.

M. All personal communication devices should be placed in a silent mode during any City Council meetings. Personal communication devices shall not be used for communicating with other Council Members during any City Council meetings as that is a violation of the Texas Open Meetings Act.

SECTION 4. CITIZEN PARTICIPATION AT MEETINGS

A. As a general rule, persons attending a meeting of the Council may not participate in the discussions of the Council.

B. If an item is identified on the agenda of a Council meeting as a public hearing, persons attending the Council meeting will be given the opportunity to speak regarding the

item after being recognized by the Mayor. The person(s) representing the applicant for an item presented during a public hearing will generally be allowed ten (10) minutes to present the item (exclusive of the time allowed for questions from the Council). Members of the public desiring to speak on an item during the public hearing will generally be allowed three (3) minutes to speak on the item.

C. Email or written comments that have not been requested to be part of the record will be acknowledged during the meeting but not read into the record. Email or written comments that have been requested to be part of the record will be attached to the minutes of the respective meeting.

CITY COUNCIL GENERAL PROCEDURES

SECTION 5. CODE OF CONDUCT FOR MAYOR AND COUNCIL MEMBERS

A. The Mayor and Council members should comply with the Town's Code of Ethics (included in Chapter 2, Article III, Division 2 of the Town's Code of Ordinances and attached hereto as Appendix A) and with all conflict of interest laws.

B. In accordance with the Town's Code of Ethics and with applicable law, the Mayor and Council members shall abstain from participating in or voting on items in which they have a conflict of interest as set forth in the Code of Ethics or applicable law. If the Mayor or a Council member has such a conflict of interest, they shall file a "Conflict of Interest Affidavit" with the City Secretary's office. Upon introduction of the agenda item in which the Mayor or Council member has a conflict of interest, the Mayor or Council member should announce that they have a conflict of interest and must refrain from participation in or voting on the agenda item, and shall be required to leave the meeting room.

C. The Mayor and Council members are encouraged to conduct themselves above reproach. In the event that the Mayor or a Council member determines that it is necessary to abstain from participating in a matter to avoid a perceived conflict of interest or to avoid the appearance of impropriety, as soon as the individual member makes such a determination, the member shall declare the nature of the matter causing the abstention, abstain from participation in the matter and leave the meeting room.

SECTION 6. COUNCIL AND STAFF RELATIONS

A. Members of the Council should attempt to ask questions to the City Manager about the Council agenda packet issued for a Council meeting prior to the meeting. This will allow the Town staff time to respond to the Council member's questions and, if necessary, to provide additional information to all members of the Council.

B. The City Manager shall designate the appropriate Town staff member to address each agenda item and shall see that each presentation informs the Council on the issues which require Council action. The presentations should be professional and timely, and should list options available for resolving any issue.

C. The City Manager is directly responsible for providing information to all members of the Council concerning any inquiries by a specific member of the Council. Should the City Manager find that staff's time is being dominated by a single member, the City Manager should inform the Mayor of the concern.

D. If the Mayor or a Council member seeks a written legal opinion from the City Attorney in connection with an item on a meeting agenda, the City Attorney's legal opinion shall be provided to all members of the Council.

E. In the event of a conflict between the staff and the Council, the Mayor will speak with the City Manager regarding the conflict but will not address the conflict directly with any staff member. The City Manager will then address the matter with the appropriate staff member(s) and update the Mayor and Council as appropriate. If the conflict is between a staff member and the Mayor, the Mayor Pro Tempore will speak with the City Manager.

F. The City Manager is responsible for the professional and ethical behavior of themselves and their staff. The City Manager is also responsible for seeing that staff remains educated and informed on the issues facing municipal government.

G. All members of the Council and Town staff members shall show respect and courtesy to each other and citizens at all times.

H. The City Manager is responsible for seeing that all newly (first time) elected members of the Council are provided with a thorough orientation on Town staff procedures, municipal facilities, and other information of interest to municipal officials.

SECTION 7. COUNCIL AND MEDIA RELATIONS

A. A link to published agendas will be provided upon request to all interested news media in advance of the Council meetings.

B. Official responses to media inquiries concerning Town matters will be made as determined by the Mayor and the City Manager.

2025 City Council Regular Meeting

2. a.

Meeting Date: 12/09/2025

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: 12/09/2025

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: 12/09/2025

Department: City Manager

AGENDA CAPTION:

Town of Addison 2025 Citizens Academy Recognition.

BACKGROUND:

The Addison Citizens Academy offers Addison residents a unique opportunity to gain insight into their town's governance and operations. This year, we recognize 12 residents who engaged in a series of sessions designed to provide a comprehensive understanding of municipal functions facilitated by tours, activities, and direct interaction with Town leaders and staff.

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

2025 City Council Regular Meeting

2. d.

Meeting Date: 12/09/2025

Department: City Manager

AGENDA CAPTION:

Salvation Army of Dallas County Red Kettle Campaign Proclamation.

BACKGROUND:

Nearly 300 people of all ages dedicated to volunteering their time, talents, and resources to meet human needs without discrimination through The Salvation Army of Dallas County. These volunteers are critical partners in helping fulfill their promise to America of “Doing the Most Good. In Dallas, the Salvation Army provides important services to the community, including a 400-bed shelter for men and women, a 150-bed emergency overnight shelter for those in our community experiencing homelessness, additional support for men, women, and children experiencing poverty, victim services program for victims of domestic violence and sex trafficking and a food pantry for those who are experiencing hunger within our community.

Provision of these services is made possible through the financial support of local citizens who give through various channels, one of which is The Salvation Army’s annual Red Kettle campaign. To reach their Red Kettle goal of \$100,000 for this year’s holiday campaign, the Salvation Army of Dallas County is seeking volunteers to fill the more than 1,000 two-hour shifts as bell ringers.

Mayor Arfsten will proclaim the 2025 holiday season in Addison as “The Season to Give with Joy to the Salvation Army” and urge all citizens to go to RegisterToRing.com and pick a day, time, and location to volunteer as a bell ringer for The Salvation Army between Thanksgiving and Christmas.

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

2025 City Council Regular Meeting

4. a.

Meeting Date: 12/09/2025

Department: City Secretary

AGENDA CAPTION:

Consider action on the Minutes from the November 18, 2025 Regular City Council Meeting.

BACKGROUND:

The minutes for the November 18, 2025 Regular City Council Meeting have been prepared for consideration.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval.

Attachments

Minutes - November 18, 2025 Regular City Council Meeting

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

November 18, 2025

**Addison Town Hall
15600 Addison Road, Addison, TX 75001
5:30 PM Work Session – Town Hall Work Session Room
7:00 PM Regular 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; Council Member Randy Smith

WORK SESSION

The Addison City Council will convene in the Town Hall Work Session Room at 5:30 PM.

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

Mayor Arfsten called the meeting to order in the Town Hall Work Session Room at 5:35 PM.

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 citizens requested to speak during the Public Comment period:

- Tyler Wright, 15725 Artist Way – stated the importance of the upcoming decisions to be made regarding DART and the Town’s proposed new Comprehensive Plan, Advance Addison 2050, noting that both will have an impact on the region. Mr. Wright urged the Council to have important conversations on both items.
- Curtis Green, 15800 Spectrum Drive – expressed concern regarding DART cities considering an election to withdraw from DART, noting that proposed transportation alternatives are not sufficient or cost-effective.

3. Council Member Clarification Requests Regarding Consent Agenda Items.

a. Council Questions and Answers

4. Work Session Reports

a. **Present and discuss the new Comprehensive Plan, Advance Addison 2050, which will replace the 2013 Comprehensive Plan, but maintain special area plans, as amended; establishing policy goals for land use, housing, transportation, economic development and community facilities.**

[Director of Development & Neighborhood Services, Lesley Nyp]

Director of Development & Neighborhood Services Lesley Nyp presented an update on the new Comprehensive Plan, Advance Addison.

The Advance Addison 2050 Comprehensive Plan (AA2050) is a transformative, long-range planning initiative designed to guide the Town's growth, development, and community character through the year 2050. This plan is intended to ensure Addison remains vibrant, adaptable, and fiscally responsible, addressing the evolving needs of residents, businesses, and stakeholders. This plan reflects a two-year process of research, engagement, and strategic visioning.

The AA2050 project was formally initiated in August 2023, when the City Council approved a [professional services agreement with Verdunity](#), a planning and fiscal analysis consultant. This action followed recognition of the need to [update Addison's comprehensive plan](#) to address new growth opportunities, redevelopment challenges, and the desire to optimize the Town's brand and identity. The Council's direction emphasized a data-driven, community-focused approach, with a strong commitment to fiscal sustainability. In September 2023, [City Council appointed a Comprehensive Plan Advisory Committee](#) (CPAC), representing a cross-section of residents and businesses in Addison, to steer the project.

The AA2050 plan addresses land use, housing, mobility, economic development, and public spaces, with a focus on preserving Addison's character while accommodating growth. The plan incorporates policy recommendations for revitalizing aging commercial centers, improving connectivity, expanding housing options, and enhancing public spaces. It aligns with the Town's strategic objectives and is designed to be actionable with implementation tracking and regular updates.

Community engagement has been a cornerstone of the AA2050 process, ensuring the plan reflects the aspirations and concerns of Addison's diverse stakeholders. Hundreds of comments and suggestions were received and integrated into the draft plan, demonstrating a strong commitment to transparency and inclusivity. Engagement strategies included:

- Multiple rounds of community surveys both online and in-person.
- Public meetings and open houses at key project phases.
- Targeted outreach to underrepresented groups and business owners.

- Ongoing updates and opportunities for feedback via the Town’s website and social media.
- CPAC serving as a sounding board and liaison between the community, Council, and staff.

Following the public review of the plan draft, the project entered into the adoption phase, with review and recommendation from the Planning and Zoning Commission. The Planning and Zoning Commission [unanimously recommended approval of the plan](#) at their October 21, 2025 regular meeting. The final step of the adoption phase is review and consideration by City Council.

After the plan is adopted, staff will begin implementation, including an online tracking website to ensure ongoing transparency and accountability.

Additional information can be found on the project website, www.advanceaddison.com.

City Council Direction: No specific feedback was requested. This update was provided for discussion and general feedback only.

b. Present and discuss the operations and financial reconciliation for the 2025 Addison Oktoberfest.

[Director of Special Events & Theatre, Abby Morales]

Director of Special Events & Theatre Abby Morales answered questions regarding the operations and financial reconciliation for the Addison Oktoberfest event held from September 18-21, 2025 at Addison Circle Park.

Addison Oktoberfest is a major festival produced annually by the Town that celebrates German culture, food, music and bier with a purely Texan twist. The event featured four days of polka, lederhosen and dirndls to support the local economy and promote tourism. The Special Events and Finance Departments prepared a report to share the marketing, operational, and financial outcomes for the event. Addison Oktoberfest is funded by the Hotel Fund and was included in the FY2025 budget.

City Council Direction: No specific feedback was requested. This update was provided for informational purposes only.

c. Present and discuss the Town of Addison FY 2025 Fourth Quarter Financial Report.

[Chief Financial Officer, Steven Glickman]

Chief Financial Officer Steven Glickman answered questions regarding the Town’s FY 2025 Fourth Quarter Financial Report.

The Town of Addison's financial policies require the publication of a financial report 60 days after the end of the fiscal quarter. This report covered the financial performance through the fourth

quarter of FY 2025 (July 1, 2025 - September 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 fourth quarter include:

- General Fund revenue totaled \$52.6 million, which is 103.9% of the fiscal year budget.
- General Fund expenditures totaled \$49.6 million, which is 98.0% of the fiscal year budget.
- Sales tax collections totaled \$17.6 million, which is 106.7% of the fiscal year budget.
- The Hotel Fund had revenue of \$6.8 million, or 91.4% of the fiscal year budget, while Hotel Fund expenditures totaled \$7.4 million, or 97.9% of the fiscal year budget.
- Special Events revenues totaled 85.7% and expenses totaled 115.0% of the fiscal year budget.
- Airport Fund operating revenue (excluding reimbursable grant revenue) totaled \$7.9 million or 105.7% and operating expenses totaled \$6.7 million or 98.5% of the fiscal year budget.
- Utility Fund operating revenue totaled \$17.1 million or 98.9% and operating expenses totaled \$16.4 million or 93.6% of the fiscal year budget.
- Stormwater Fund revenue totaled \$2.9 million or 103.6% and operating expenses totaled \$2.5 million or 88.9% of the fiscal year budget.

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

City Council Direction: No specific feedback was requested. This update was provided for informational purposes only.

d. **Present and discuss the City Council Rules and Procedures.**

[City Secretary, Valencia Garcia]

This item was postponed to a future City Council Meeting.

Mayor Arfsten closed the Work Session at 7:04 PM.

COUNCIL MEETING

Mayor Arfsten convened the City Council Meeting at 7:19 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. Proclamations / Presentations

a. City Manager's Announcements

b. Employee Recognition

- Addison Police Chief Chris Freis introduced Police Officer Tilford Clark.

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.

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

- Patrick Arnzen, 4700 Airport Parkway – spoke in his capacity as the CEO of Thrust Flight and expressed his disappointment in the City Council denial of a Ground Lease Agreement between Thrust Flight and the Town.
- Tricia Stuart, 15755 Seabolt – congratulated the City Council and Town staff on the opening of the new Addison Town Hall.

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 October 14, 2025 Regular City Council Meeting.

b. Consider action on the Minutes from the November 4, 2025 City Council Work Session Meeting.

c. Resolution No. R25-094: Consider action on a Resolution approving a Service Agreement between the Town of Addison and Flicker US LLC for the management, operation, and coordination of the Special Event ticketing processes.

d. Resolution No. R25-095: Consider action on a Resolution approving the purchase of a compact track loader from Deen Kubota, LLC for the Addison Airport for an amount not to exceed \$103,819.71; authorizing the City Manager and/or his designee to execute the Purchase Order; and providing an effective date.

e. Resolution No. R25-096: Consider action on a Resolution approving the purchase of a replacement F250 pick-up truck from Silsbee Ford for the Addison Airport for an amount not to exceed \$73,585.00; authorizing the City Manager and / or his designee to execute the Purchase Order; and providing an effective date.

f. Resolution No. R25-097: Consider action on a Resolution approving a Professional Services Agreement with Freese and Nichols, Inc., to conduct a multi-sensor inspection condition assessment in cooperation with the City of Farmers Branch in

an amount not to exceed \$376,750.

- g. Consider action on the purchase of traffic signal system equipment from Paradigm Traffic Systems, Inc., and authorize the City Manager to execute the purchase order in an amount not to exceed \$161,500.
- h. Consider action on the purchase of Water Quality Analyzers from Hach Company and authorize the City Manager to execute the Purchase Order in an amount not to exceed \$54,422.60.
- i. Resolution No. R25-098: Consider action on a Resolution authorizing the City Manager to execute a three-year lease agreement with Martinaire Aviation, LLC for a conventional hangar facility located at 4553 Glenn Curtiss Drive at Addison Airport, with an option to extend the lease for an additional two years; and providing an effective date.
- j. Resolution No. R25-099: Consider action on a Resolution approving the sale and assignment of the ground lease between AORD Real Estate Partners, LLC, and Premier Jet Center, LLC, for the use of airport property at 4600 Claire Chennault Drive for commercial office and aeronautical purposes; authorizing the City Manager to sign the Landlord's Consent required under the ground lease and other necessary documents; and providing for an effective date.
- k. Resolution No. R25-100: Consider action on a Resolution approving the sale and assignment of the ground lease between AORD Hangar Management, LLC, and Premier Jet Center, LLC, for the use of airport property at 4582 and 4584 Claire Chennault Drive for commercial office and aeronautical purposes; authorizing the City Manager to sign the Landlord's Consent required under the ground lease and other necessary documents; and providing for an effective date.

Mayor Pro-Tempore Willesen pulled Consent Agenda Items #4j and #4k for individual discussion and consideration.

MOTION: Mayor Pro-Tempore Willesen moved to approve §4 - CONSENT AGENDA (a-i) as presented. Deputy Mayor Pro-Tempore DeFrancisco seconded the motion. Motion carried unanimously.

MOTION: Mayor Pro-Tempore Willesen moved to approve §4 - CONSENT AGENDA (j) as presented. Council Member Gardner seconded the motion. Motion carried unanimously.

MOTION: Mayor Pro-Tempore Willesen moved to approve §4 - CONSENT AGENDA (k) as presented. Council Member Gardner seconded the motion. Motion carried unanimously.

5. Public Hearings.

- a. ***POSTPONED INDEFINITELY*** Hold a public hearing, present, discuss, and consider action on a request to rezone an 11.6± acre property, generally located at the

southeast corner of Addison Road and Excel Parkway, boarding the Addison town boundary and the Dallas North Tollway to the east, addressed as 16641 Dallas Parkway, from Planned Development (PD), Ordinance No. 020-47, to Mixed-Use Suburban Corridor (M-2) and a new Planned Development (PD) District with use and development standards for multifamily residential, fee-simple townhomes, and associated private open space and common areas, through the approval of development plans and standards. Case 1939-Z/ Addison Toll Road Development (Addison Rd & Excel Pkwy).

[Director of Development & Neighborhood Services, Lesley Nyp]

The Addison Planning and Zoning Commission, meeting in regular session on October 21, 2025, voted to recommend denial of a request to rezone an 11.6± acre property, generally located at the southeast corner of Addison Road and Excel Parkway, bordering the Addison town boundary and the Dallas North Tollway to the east, addressed as 16641 Dallas Parkway, from Planned Development (PD), Ordinance No. 020-47, to Mixed-Use Suburban Corridor (M-2) and a new Planned Development (PD) District with use and development standards for multifamily residential, fee-simple townhomes, and associated private open space and common areas, through the approval of development plans and standards.

Speakers at the Planning & Zoning Commission Public Hearing:

For: Zack Smutzer, 4925 Marcus Avenue

On: none

Against: Valerie Collins, 14668 Wayside Court

Voting Aye: Barker, Braun, Copeland, Fansler, Smith, Then

Voting Nay: Wright

Absent: none

Due to a recommendation of denial by the Planning and Zoning Commission, approval of this request would require a supermajority by City Council.

The applicant has requested that the request be postponed indefinitely.

6. Individual Consideration.

a. Resolution No. R25-101: Present, discuss, and consider action on a Resolution approving an Events Agreement between the Town of Addison and DCO Realty, Inc. for the management, operation, coordination, and control of a variety of events at Vitruvian Park and authorizing the City Manager to execute the agreement in an amount not to exceed \$185,000.

[Director of Special Events & Theatre, Abby Morales]

The Town of Addison and DCO Realty, Inc., the developer / manager of Vitruvian Park, entered into an event sponsorship reimbursement agreement in 2012 that is presented to Council for renewal annually. DCO Realty, Inc. plans to conduct and present a variety of public events within the Vitruvian Park area during Fiscal Year (FY) 2026. The Town would like to participate in these events and activities as a sponsor. To facilitate this, the Town will enter into an agreement with DCO

Realty, Inc. for sponsorship reimbursement purposes in an amount not to exceed \$185,000. These funds are used for the following projects:

- Vitruvian Lights Light Show -- \$155,000
- Vitruvian Lights Event --- \$10,000
- Vitruvian Nights Live Event --- \$5,000
- Vitruvian Salsa Festival Event -- \$15,000

DCO Realty produces the events and provides the following components for each:

- Lights installation
- Porter service
- Restroom cleaning
- Traffic control
- Security service
- Park light timers
- Lights maintenance
- Entertainment booking
- Marketing and promotion with the Town listed as a sponsor.

The Town is a sponsor of the events and provides the following components as support:

- Parks & Recreation and Public Works & Engineering staff support for the tree lighting ceremony and special events.
- Electric outlet and timer maintenance on Town property.
- Park use permitting.
- Staff support for vendor access to electric cabinets.

These funds are included in the approved FY2026 Hotel Fund budget.

Staff recommended approval.

MOTION: Mayor Pro-Tempore Willesen moved to approve Resolution No. R25-101 approving an Events agreement with DCO Realty, Inc. for the management of events at Vitruvian Park. Council Member Liscio seconded the motion. Motion carried unanimously.

b. Present, discuss, and consider action on Change Order No. 1 to the design contract with Teague Nall and Perkins, Inc. for the Quorum Drive Reconstruction Design Project in an amount not to exceed \$399,340, revising the total contract amount to \$4,820,987, and extending the contract completion date to October 2027.

[Director of Public Works & Engineering, Becky Diviney]

On [June 13, 2023](#), the Town of Addison entered into a professional services agreement with Teague Nall and Perkins, Inc. (TNP) for the Quorum Drive Reconstruction Design Project in the amount of \$4,421,647.

During the early visioning and schematic design phase, several design refinements and scope modifications were identified to better align the project with Council’s placemaking and multimodal mobility goals. These adjustments were discussed during the Visioning Workshop on February 26, 2025, and incorporated into the 15% schematic design review process.

The staff presentation built upon a previous [City Council Work Session](#) on May 28, 2024.

Change Order No. 1 extends the contract time for final design to October 2027 and adds professional design services to address scope changes identified during the project’s visioning phase and subsequent coordination. The change order includes the following major components:

- Triangle Park at Quorum and Landmark Place
- Intersection and Corridor Reconfiguration
- Curb Line Modifications
- Traffic Modeling
- Subsurface utility engineering and utility coordination
- Topographic and boundary survey
- Additional water and wastewater design
- Additional drainage analysis and design
- Additional roadway design
- Additional traffic analysis and signal design
- Additional Illumination design
- Public space (pavilion and restrooms), landscape, irrigation, and aesthetic design
- Agency Coordination and Permitting

This change order provides the options of a two-way cycle track, or a four-lane divided roadway. This item has the option to be approved as a four-lane divided roadway in an amount not to exceed \$399,340; or in an amount not to exceed \$380,510 for the two-way cycle track.

Four Lane Divided Roadway Option

Original Contract: \$4,421,647

Change Order #1: \$399,340

Revised Total: \$4,820,987

The current opinion of probable project cost for the Quorum Drive Reconstruction Project for a four-lane divided roadway, excluding franchise utility relocations, is estimated at \$39,876,987.

DESCRIPTION	COST
DESIGN COST ESTIMATE	\$4,820,987
ROW COST ESTIMATE	\$900,000
CONSTRUCTION COST ESTIMATE	\$31,050,000
CONSTRUCTION MANAGEMENT COSTS	\$3,106,000

TOTAL PROJECT COST ESTIMATE	\$39,876,987
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Two-Way Cycle Track Option

Original Contract: \$4,421,647

Change Order #1: \$380,510

Revised Total: \$4,802,157

The current opinion of probable project cost for the Quorum Drive Reconstruction Project for a two-way cycle track, excluding franchise utility relocations, is estimated at \$37,279,157.

DESCRIPTION	COST
DESIGN COST ESTIMATE	\$4,802,157
ROW COST ESTIMATE	\$925,000
CONSTRUCTION COST ESTIMATE	\$28,682,000
CONSTRUCTION MANAGEMENT COSTS	\$2,870,000
TOTAL PROJECT COST ESTIMATE	\$37,279,157

Staff requested Council direction on approving a design change order with the following two options:

Option 1: Four-lane divided roadway, either with or without sharrows in an amount not to exceed \$399,340.

Option 2: Two-way cycle track option in an amount not to exceed \$380,510.

MOTION: Council Member Gardner moved to approve Change Order No. 1 with the selection of Option 1: a four-lane divided roadway without bike lanes and the addition of sharrows to be determined at a later date. Council Member Freed seconded the motion. Motion carried 5-2 with Mayor Pro-Tempore Willeesen and Council Member Smith voting against.

7. **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.*

8. Adjourn Meeting.

There being no further business to come before the City Council, Mayor Arfsten adjourned the meeting at 9:04 PM.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

2025 City Council Regular Meeting

4. b.

Meeting Date: 12/09/2025

Department: Economic Development

Key Focus Areas: Economic Development and Revitalization

AGENDA CAPTION:

Consider action on a Resolution approving an Economic Development Program Grant Agreement with LMR II – Quorum II Plaza LLC including a capital improvement grant in an amount not to exceed \$50,000 and a performance-based grant representing 50% of the excess tax revenue above the 2024 baseline up to \$200,000; and authorizing the City Manager to execute the agreement.

BACKGROUND:

Staff first engaged Last Mile Investments (LMI) on March 5, 2025, regarding their plans to acquire the Quorum II retail center. LMI, founded in 2019 and headquartered in Cincinnati, is a portfolio company of North American Properties, a fully integrated real estate firm with more than \$7 billion in investments across 16 states and 67 cities. LMI focuses on repositioning underperforming retail assets through targeted capital improvements and value-add leasing strategies.

The Quorum II Project includes the redevelopment of 77,671 square feet of retail space constructed in 1981 and currently anchored by Addison Improv, Jimmy John's, and 7-Eleven. The planned improvements are intended to retain current tenants, attract new national and regional tenants, improve visibility, enhance the shopper experience, and reduce the current 18% vacancy to below 5%.

In July 2025, the City Council directed staff to negotiate a Letter of Intent (LOI) with LMI based on a proposed incentive package not to exceed \$250,000, consisting of:

- A \$50,000 retail property investment grant with the condition that LMI complies with all Town development regulations
- Up to \$200,000 in sales tax reimbursements — 50% of sales tax above the current \$202,866 baseline for seven years.

The agreement itself has a seven-year term and is assignable under the conditions negotiated in the LOI. The LOI was executed by LMI on September 17, 2025. The proposed Economic Development Agreement aligns with the direction provided by Council and reflects the terms negotiated under that authorization.

The Quorum II Redevelopment Project directly supports Council's Strategic Objective 2.1 to pursue new economic development and zoning tools to revitalize declining areas. It also fulfills Initiative 2.1.2: Implementation of the Retail Façade Improvement Program. This corridor continues to see reinvestment momentum, and Quorum II represents another opportunity to reposition aging retail into a more competitive and productive asset for the Town.

FISCAL IMPACT

Fiscal analysis indicates a 2.5-year payback period and approximately \$996,400 in incremental Town tax revenue over ten years, excluding additional alcohol tax growth.

RECOMMENDATION

Staff recommends approval.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, APPROVING AN ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE TOWN OF ADDISON AND LMR II – QUORUM II PLAZA LLC, PROVIDING FOR A CAPITAL IMPROVEMENT GRANT IN AN AMOUNT NOT TO EXCEED \$50,000.00 AND A PERFORMANCE-BASED GRANT REPRESENTING 50% OF THE EXCESS SALES TAX REVENUE ABOVE THE 2024 BASELINE FOR THE PREMISES FOR 7 YEARS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, LMR II – Quorum II Plaza LLC (the “Company”) has committed to renovating the Quorum II Plaza located at 4980 Belt Line Road, Dallas, Texas 75254 (the “Premises”), and the Company and/or its tenant(s) intend to spend a minimum of \$2,500,000.00, in the aggregate, towards total improvements upon the Premises; and

WHEREAS, the Company has informed the Town that economic development incentives would cause the Company and/or its tenants to construct and complete the renovations to the Premises that will benefit the Town by generating revenue from sales and use taxes and from ad valorem taxes due to the increased value resulting from the improvements to the Premises; and

WHEREAS, the Town is authorized by Article III, Section 52-a of the Texas Constitution and Chapter 380 of the Texas Local Government Code to provide economic development incentives to promote local economic development and stimulate business and commercial activity; and

WHEREAS, the City Council finds that making an economic development grant to the Company is in accordance with the Town’s programs for economic development and will (i) further the objectives of the Town, (ii) benefit the Town and its inhabitants, and (iii) promote local economic development and stimulate business and commercial activity in Addison.

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

SECTION 1. The City Council hereby approves the Economic Development Grant Agreement between the Town of Addison and LMR II – Quorum II Plaza LLC, providing an incentive grant to the Company not to exceed \$50,000.00 along with a performance-based grant based upon 50% of collected sales taxes above the 2024 baseline for the Premises for seven (7) years, a copy of which is attached to this Resolution as **Exhibit A**. The City Manager is hereby authorized to execute said agreement.

SECTION 2. This Resolution shall take effect from and after its date of adoption.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this
___ day of _____ 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

APPROVED AS TO FORM:

Valencia Garcia, City Secretary

Whitt Wyatt, City Attorney

EXHIBIT A

ECONOMIC DEVELOPMENT GRANT AGREEMENT

This Economic Development Grant Agreement (“Agreement”) is made by and between the **Town of Addison, Texas** (“Town” or “Addison”) and **LMR II – Quorum II Plaza LLC**, a Texas limited liability company (“Company”) (each a “party” and collectively the “parties”), acting by and through their respective authorized officers, for the purposes and considerations stated below:

RECITALS:

WHEREAS, the Company has committed to renovating the Quorum II Plaza located at 4980 Belt Line Road, Dallas, Texas 75254 (hereinafter referred to as the "Premises"); and

WHEREAS, the Company and/or its Tenant(s) (hereinafter defined) intend to spend a minimum of \$2,500,000.00, in the aggregate, towards total improvements upon the Premises as part of the Project (hereinafter defined); and

WHEREAS, the Company has informed the Town that economic development incentives would cause the Company and/or its Tenants to construct and complete the Project that will benefit the Town by generating revenue from sales and use taxes and from ad valorem taxes due to the increased value resulting from the improvements to the Premises; and

WHEREAS, the Town is authorized by Article III, Section 52-a of the Texas Constitution and Tex. Local Gov’t Code §380.001 et seq. to provide economic development grants for public purposes of promoting local economic development and incentivizing business and commercial activity in the Town; and

WHEREAS, the Company desires to enter into this Agreement pursuant to Chapter 380 of the Texas Local Government Code (hereinafter referred to as "Chapter 380"); and

WHEREAS, the Town desires to provide, pursuant to Chapter 380, an incentive to the Company to develop and operate, and/or causes its Tenants to develop and operate, the Project within Addison, Texas; and

WHEREAS, the Town has concluded and hereby finds that this Agreement clearly promotes economic development in Addison, Texas, and, as such, meets the requirements of Article III, Section 52-a of the Texas Constitution by promoting local economic development and stimulating business and commercial activity in the Town.

NOW, THEREFORE, for and in consideration of the mutual benefits and promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and the Company agree as follows:

SECTION 1. FINDINGS INCORPORATED.

The foregoing recitals are hereby incorporated into the body of this Agreement and shall be considered part of the mutual covenants, consideration, and promises that bind the parties.

SECTION 2. DEFINITIONS.

(a) “*Affiliate*” means, with regard to an entity, a corporation, partnership, limited liability company, joint venture, or other entity that owns, directly or indirectly through subsidiaries, more than fifty percent (50%) of the outstanding voting interests of the entity.

(b) “*Bankruptcy or Insolvency*” means the dissolution or termination of the Company’s existence, insolvency, or employment of receiver for any part of the Company’s Premises, and such appointment is not terminated or stayed within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Company and such proceedings are not dismissed within ninety (90) days after the filing thereof.

(c) “*Capital Improvements*” means Company’s and/or any of its Tenant’s onsite or offsite improvements with respect to the Premises that constitute capital improvements under recognized accounting principles, including the Façade and Other Improvements (as hereinafter defined). As used in this Agreement, the recognized accounting principles shall mean GAAP (as hereinafter defined) or such other sound accounting principles approved in writing by Town (such approval not to be unreasonably withheld, conditioned or delayed).

(d) “*Company*” means LMR II – Quorum II Plaza LLC, a Texas limited liability company.

(e) “*Company Tenant List*” means a written list of Tenants that pay or collect or may pay or collect Sales and Use Taxes giving rise to Sales Tax Receipts, which include the taxpayer name and location(s) in the Premises.

(f) “*Completion of Construction*” means (i) the Capital Improvements equal to or greater than the Capital Improvements Threshold have been substantially completed in accordance with the approved development plan(s) and Town permit(s), as applicable; and (ii) the final inspection for such Capital Improvements has been performed by the applicable Town representatives, as applicable.

(g) “*Effective Date*” means the date of the latter to execute this Agreement by and between the Company and the Town.

(h) “*Façade and Other Improvements*” means, in relation to the Premises, the Company’s (1) installation of any new double-sided illuminated pylon and/or monument sign with decorative stone cap; (2) installation of LED lighting at storefronts, under canopies, parking lot light poles and building wall packs; (3) replacement of all canopies to provide conformity; and (4) comprehensive repainting of building façades, architectural columns, and branding emblems.

(i) “*Force Majeure*” means any causes beyond the party’s respective control

or because of applicable law, including, but not limited to, war, nuclear disaster, labor strikes, acts of God, fire, flood, riot, a government restriction, quarantine, or mandatory closure order enacted in response to a pandemic or other public health crises, or any other circumstance for which a party is not legally responsible or which is not reasonably within its power to control (each a “Force Majeure Event”). Except where expressly provided otherwise in this Agreement, any party asserting Force Majeure shall give prompt notice to the other parties of the prevention of performance as soon as the asserting party is reasonably aware of such prevention and has the burden of demonstrating (i) how and why their performance was so prevented, (ii) the period of time during which they were so prevented from performing (which under the facts may be equal to, or shorter or longer than, the duration of the Force Majeure Event itself), and (iii) that the party used reasonable efforts to mitigate and/or eliminate such prevention and resumed performance under this Agreement as soon as reasonably practicable. Notwithstanding any other provision of this Agreement, in no event shall the lack of sufficient financial resources be a basis for a claim of Force Majeure.

(j) “*GAAP*” means generally accepted accounting principles, applied on a consistent basis, set forth in Opinions of the Accounting Principles Board of the American Institute of Certified Public Accountants and/or in statements of the Financial Accounting Standards Board which are applicable in the circumstances as of the date in question; and the requisite that such principles be applied on a consistent basis means that the accounting principles observed in a current period are comparable in all material respects to those applied in a preceding period, except to the extent that a deviation therefrom is expressly permitted by this Agreement.

(k) “*Grant(s)*” or “*Grant Payment(s)*” means the Façade Improvement Grant and Sales Tax Performance Grant, respectively, as further described in Section 4 of this Agreement.

(l) “*Grant Period*” means a given tax year, unless expressly provided otherwise in this Agreement. “Tax year” shall have the meaning assigned to such term in Section 1.04 of the Texas Tax Code (i.e., the calendar year).

(m) “*Leasable Area*” means and refers to all leasable area intended for the use and occupancy at the Premises, but shall not include (i) parking areas, including surface parking areas and parking garage(s), (ii) interior or exterior sidewalks and landscaped areas, (iii) loading areas, loading docks and similar areas, and (iv) areas constituting “common areas” to which all Tenants have the right to use and enjoy pursuant to the provisions of their respective leases (but excluding outdoor patio and open space areas).

(n) “*Payment Request*” means any written request from the Company to the Town for payment of the Grants in conformance with this Agreement, which request shall be made no more than often than annually as to each applicable Grant, and shall be made in accordance with the requirements of Section 4 of this Agreement.

(o) “*Project*” means the Company’s and/or its Tenants’ renovation and

restoration of the Premises for continued use as a Retail/Mixed Use Development (hereinafter defined) open to the public throughout the term of this Agreement; however, subject to casualty, other Force Majeure events and/or redevelopment that may temporarily affect some, all or any portion of the Premises, including the (1) installation of the Capital Improvements; (2) commercially reasonable efforts to convert a portion of the former Verizon space into a restaurant Tenant space or other commercially viable space for Tenant occupancy, subject to market conditions; and (3) the expenditure of at least \$2,500,000.00 in total Capital Improvements (“Capital Improvements Threshold”) by the Company and/or Tenants, in the aggregate, for the Project across the entire Premises commencing at the time the Company acquired the Premises and continuing through and including the Expiration Date.

(p) “*Required Use*” means as a commercial property continuously operating as a commercially viable mixed use commercial development maintaining a minimum 77,000 square feet of Leasable Area, subject to casualty, other Force Majeure events and/or redevelopment that may temporarily affect some, all or any portion of the Premises, for use by Tenants for retail, restaurant, and other uses permitted under the zoning regulations for the Premises, including, without limitation, uses permitted as a matter of right, conditionally permitted and/or otherwise permitted pursuant to a Town approved variance (collectively, “Retail/Mixed-Use Development”).

(q) “*Sales and Use Tax*” means the Local Sales and Use Tax imposed by the Town pursuant to the authority of Chapter 321 of the Texas Tax Code, as amended, on the receipts from the sale at retail of Taxable Items by a Tenant consummated within the Premises.

(r) “*Sales Tax Receipts*” means the Town’s actual receipts from the State of Texas applicable to the collection of Sales and Use Tax.

(s) “*Sales Tax Report*” means one or more sales tax reports provided by the State of Texas to the Town in accordance with Section 321.3022, Texas Tax Code (or other applicable provision of the Texas Tax Code), which lists the amount of Sales and Use Tax collected (including any refunds, credits or adjustments) from each Tenant for the applicable Grant Period.

(t) “*Taxable Items*” means both “taxable items” and “taxable services” as those phrases are defined by Chapter 151 of the Texas Tax Code, as amended.

(u) “*Tenant(s)*” means any person occupying the Premises under a valid lease, sublease, license agreement and/or other occupancy agreement.

SECTION 3. TERM.

This Agreement shall be effective as of the Effective Date of this Agreement, as defined herein, and shall expire on December 31, 2033, unless sooner terminated as provided herein (the “Expiration Date”).

SECTION 4. THE GRANTS.

(a) **Grant Payments.** Subject to the Company's satisfaction of and compliance with all of the terms and conditions of this Agreement, including without limitation the requirements set forth in Section 5, the Town agrees to pay to Company the Grant Payments in an amount provided during the term of this Agreement as follows:

- (1) Façade Improvement Grant. The Town will provide the Company a capital improvement reimbursement grant of up to \$50,000.00 for the Company's construction of the Façade and Other Improvements on the Premises in support of the Project (the "Façade and Other Improvement Grant"), which shall be paid within thirty (30) days of Company providing the Town with a Payment Request, provided that the Company has incurred expenditures of not less than \$490,000 in connection with the Façade and Other Improvements.
- (2) Sales Tax Performance Grant. Beginning on January 1st of the calendar year immediately following the date of Completion of Construction of Capital Improvements equal to or greater than the Capital Improvements Threshold, and annually thereafter through the Expiration Date, the Town will provide the Company with a performance-based reimbursement in an amount equal to fifty percent (50%) of the annual Town sales tax generated by the Premises that exceeds the 2024 baseline amount of \$203,000.00 (the "Sales Tax Performance Grant"). The total amount of Sales Tax Performance Grant payments shall not exceed \$200,000.00.

(b) **Payment Request Procedures.**

- (1) The Company shall submit a Payment Request for the Façade Improvement Grant after completion of Façade and Other Improvements, and such request shall include (i) a true and correct copy of the applicable invoice(s) submitted by the Company's contractor(s) (together with all attachments, documents, and materials applicable thereto) and/or other reasonable documentation evidencing Company's expenditures for the Façade and Other Improvements; (ii) certification from the Company that the Façade and Other Improvements for which reimbursement has been requested has been substantially completed by the Company and its contractor(s) in compliance with the applicable construction contract(s) and this Agreement; (iii) executed conditional partial or final lien waivers (as applicable) from all contractors (and subcontractors and material suppliers) establishing payment or satisfaction of payment to the same with respect to the Façade Improvements; and (iv) a certificate from the Company and the applicable contractor, architect, or engineer that the Façade and Other Improvements for which reimbursement has been requested has been completed in accordance with the approved development plans.

- (2) The Company shall submit a Payment Request for the Sales Tax Performance Grant corresponding to each Grant Period not earlier than March 1st and not later than August 1st immediately following the end of the applicable Grant Period. Each Payment Request shall include a request from the Company to the Town to obtain a Sales Tax Report for Tenants at the Premises and an updated Company Tenant List showing all Tenants for the applicable Grant Period substantially similar to the form attached hereto as Exhibit "A" and made a part hereof. The Town shall obtain a Sales Tax Report showing the full Sales Tax Receipts from Tenants for the applicable Grant Period. Information contained in each Sales Tax Reports shall remain confidential and the Town will not provide a copy of any report to the Company, unless Company is authorized to receive such information pursuant to the terms of its leases and/or other occupancy agreements with the Tenants and Company delivers to the Town the applicable section or provision from such leases demonstrating that Company is permitted to receive the information contained in the Sales Tax Reports. The Town will calculate the relevant Sales Tax Performance Grant based upon information contained in the relevant Sales Tax Report for the Grant Period.
- (3) The Company understands and agrees that the Town shall not be obligated to pay the Company the Sales Tax Performance Grant for the applicable Grant Period if the Company fails to timely deliver to the Town the request for Sales Tax Report and updated Company Tenant List for the Grant Period in question. The Town agrees to pay the Company the Sales Tax Performance Grant for the applicable Grant Period not later than thirty (30) days after receipt of the Payment Request and receipt of the necessary Company Tenant List for the applicable Grant Period. The Company acknowledges and agrees that the Town shall have no duty to calculate the Sales Tax Receipts or determine the entitlement of the Company to any Sales Tax Performance Grant or pay any Sales Tax Performance Grant during the term of this Agreement until the Town receives the documentation required herein for the applicable Grant Period.
- (4) The Company understands and agrees that the Town shall not be responsible for, nor be in default of, this Agreement based on the performance of the State of Texas with respect to the time taken by the State of Texas to prepare and deliver the Sales Tax Report for any Grant Period.
- (5) It is not a default of this Agreement if the Company submits a Payment Request prior to March 1st immediately following the end of the applicable Grant Period; provided, however, the Town shall be under no obligation to pay the Sales Tax Performance Grant earlier than if the request was timely provided on or after March 1st.
- (6) The Town and the Company agree if during the term of this Agreement, the laws, regulations, or policies of the State of Texas change in such a manner as to substantively alter the ability of the parties to obtain the Sales Tax

Report as described in this Agreement, the parties will in good faith reasonably cooperate and, if necessary, amend this Agreement to conform to such changes in laws, regulations, or policies so that the parties' intent regarding the procedures for determining the amount of Sales Tax Performance Grants to be paid pursuant to this Agreement and the payment of the Sales Tax Performance Grants can be preserved.

(c) **Adjustment Notification.** The Company shall promptly notify the Town in writing of any adjustment found, determined, or made by the State of Texas, or by an outside audit, upon the Company having notice of any such adjustment that results or will result, in either a refund or reallocation of Sales Tax Receipts or the payment of Sales and Use Tax or involving amounts reported by Company to the State of Texas subject to this Agreement. Such notification to the Town shall also include the amount of any such adjustment in Sales and Use Tax or Sales Tax Receipts. The Company shall notify the Town in writing not later than ninety (90) days after the Company's receipt of notice of the intent of the State of Texas to audit the Company with respect to this Agreement or any Grants herein. Such notification shall also include the period of such audit or investigation.

(d) **Adjustments.** In the event the Company files an amended sales and use tax return or report with the State of Texas, or if additional Sales and Use Tax is due and owing by the Company to the State of Texas, as determined or approved by the State of Texas, affecting Sales Tax Receipts for a previous Grant Period, then the Sales Tax Performance Grant payment for the Grant Period immediately following such the State of Texas approved amendment shall be adjusted accordingly (i.e., up or down, depending on the facts), provided, in the case of an upward adjustment, only to the extent the Town has received Sales Tax Receipts attributed to such adjustment. As a condition precedent to payment of such adjustment, the Company shall provide the Town with a copy of any such amended sales and use tax report or return or other evidence substantiating the applicable change in Sales and Use Tax or Sales Tax Receipts and the approval thereof by the State of Texas, provided the Company receives notice of same from the State of Texas or the Town. Copies of any amended sales and use tax return or report or notification from the State of Texas affecting Sales Tax Receipts for a previous Grant Period shall be provided to the Town with the Payment Request for the next Grant Period after such amended sales and use tax return, report or notification is received by the Company from the State of Texas via the Town. The provisions of this subsection shall survive past the Expiration Date of this Agreement.

(e) **Refunds and Underpayments of Grant Payments.** In the event the State of Texas determines that the Town received in error Sales Tax Receipts for any Grant Period, or that the amount of Sales Tax Receipts collected from the Company exceeds (or is less than) the correct amount of Sales and Use Tax for a previous Grant Period for which the Company and has received a Sales Tax Performance Grant, the Company shall not later than sixty (60) days after receipt of notification thereof from the Town specifying the amount by which such Sales Tax Performance Grant varied from the amount to which the Company was entitled pursuant to such the State of Texas determination, adjust (up or down, depending on the facts) the amount of Sales Tax Performance Grant claimed on the next Payment Request submitted by the Company to the Town following such determination by the State of Texas. If the Company does not adjust the amount claimed due for the Sales Tax Performance Grant payment on the next Payment Request submitted by the Company to the Town, then the Town may, at its option, adjust the Sales Tax Performance

Grant payment on such Payment Request. If the adjustment results in funds to be paid back to the Town and the Sales Tax Performance Grant payment on the next Payment Request submitted by the Company to the Town is not adjusted as provided above, then the Company shall repay such amount to the Town upon demand by the Town. In connection with any notification to the Company of a Sales Tax Performance Grant variation, the Town shall provide the Company with a copy of any such determination by the State of Texas contemplated herein to the extent allowed by law. The provisions of this subsection shall survive past the Expiration Date of this Agreement.

(f) **Receipt of Sale Tax Receipts Required.** The Town shall not be required to pay any Sales Tax Performance Grant until such time as the Town has received the Sales Tax Receipts from the State of Texas relating to the applicable Grant Period for which such payment of the Sales Tax Grant is due; provided, however, that if such Sales Tax Receipts are received after the expiration of the term and the Company has timely submitted its request for payment, then the Town shall pay such Sales Tax Performance Grant to Company within the payment timeframe specified in this Agreement. Under no circumstances shall any Sales Tax Performance Grant be based on any receipts from the Town's imposition and collection of sales and use tax from any source other than the sale of Taxable Items by the Tenants consummated at the Premises.

(g) **Sales Tax Reports.** The parties designate this Agreement as a "revenue sharing agreement," thereby entitling the Town to request annual sales and use tax information from the State of Texas pursuant to Section 321.3022 or other sections of the Texas Tax Code, as amended. Upon the written request of the Town and/or the State of Texas, the Company is to provide a release or waiver to the Town to allow the State of Texas to disclose Company's Sales and Use Tax information pertaining to the sale of Taxable Items on the Premises during the term of this Agreement in a form as may be required by the State of Texas. To avoid any ambiguity, the Company can only grant a release or waiver on behalf of itself only with respect to the Company's portion of the Sales and Use Tax information.

(h) **Grant Limitations.** Under no circumstances shall Town's obligations hereunder be deemed to create any debt within the meaning of any constitutional or statutory provision. Further, Town shall not be obligated to pay any commercial bank, lender, or similar institution for any loan or credit agreement made by the Company. None of the Town's obligations under this Agreement shall be pledged or otherwise encumbered in favor of any commercial lender and/or similar financial institution; provided, however, the Company's rights and interests under this Agreement may be pledged or otherwise encumbered for the benefit of the Company's lender.

(i) **Current Revenue.** The Grant Payments made hereunder shall be paid solely from lawfully available funds. Under no circumstances shall the obligations of the Town hereunder be deemed to create any debt within the meaning of any constitutional or statutory provision. The Grant Payments shall be paid from funds of the Town consistent with Article III, Section 52(a) of the Texas Constitution. During the term of this Agreement, the Town will take steps as necessary to appropriate funding for the Grant each fiscal year in an amount sufficient to satisfy the reasonably anticipated Grant Payment(s) due to Company during the ensuing fiscal year. Further, the Town shall not be obligated to pay any commercial bank, lender, or similar institution for any loan or credit agreement made by the Company. None of the obligations of the Town under this Agreement shall be pledged or otherwise encumbered in favor of any commercial lender and/or similar financial institution provided, however, the Company's rights and interests under this

Agreement may be pledged or otherwise encumbered for the benefit of the Company's lender.

SECTION 5. OBLIGATIONS OF COMPANY.

The Company covenants and agrees that, during the term of this Agreement, it shall at all times perform and comply with the following terms and conditions:

(a) **Required Use.** During the term of this Agreement following the Commencement Date and continuing thereafter until the Expiration Date, the Premises shall not be used for any purpose other than the Required Use, and the operation and occupancy of the Premises in conformance with the Required Use shall not cease for more than thirty (30) days except in connection with and to the extent of an event of Force Majeure.

(b) **Capital Improvements Threshold.** The Company shall confirm in writing to Town that it and/or Company's Tenants have incurred expenditures for Capital Improvements equal to or exceeding the Capital Improvements Threshold on or before the Expiration Date.

(b) **Records Retention.** The Company shall maintain the fiscal records and supporting documentation for expenditures of funds associated with this Agreement. The Company shall retain such records for the greater of (i) three (3) years from the end of the term of this Agreement or (ii) the period required by other applicable laws or regulations.

(c) **Accessibility of Records.** The Company agrees that the Town will have the right to review the business records of the Company that relate solely and specifically to the total amount spent by Company and/or its Tenants on the Capital Improvements, and any records related to Tenant expenditure, in the Company's possession, towards the requirement to expend at least \$2,500,000.00 in total Capital Improvements, in the aggregate, for the Project. Such review shall occur at any reasonable time and upon at least seven (7) days prior written notice to the Company. To the extent that is reasonably possible, the Company shall make all such records available in electronic form or otherwise available to be accessed through the Internet. Notwithstanding the foregoing or any other provision of this Agreement, the Company shall not be required to disclose, permit the inspection of or examination of, or discuss, any document, information, or other matter that is not necessary to verify the Company's material compliance with this Agreement and (i) constitutes trade secrets or proprietary information; (ii) in respect of which disclosure is prohibited by law or any binding agreement; or (iii) is subject to attorney-client or similar privilege, employee privacy or constitutes attorney work product. The rights to access the business records shall terminate three (3) years after the Expiration Date. Failure to provide reasonable access to the Company's business records to authorized Town representatives shall give the Town the right to suspend or terminate this Agreement as provided for in Sections 6 and 7 below, or any portion thereof, for reason of default.

(d) **Marketing and Promotional Efforts.** The Company agrees to reasonably cooperate with the Town in its marketing efforts, including but not limited to:

- (1) Listing Addison as its address on all of the Company's official marketing materials; and

- (2) Reasonably assisting the Town with promotional efforts such as joint press releases, granting permission to use the Company's name and logo in Town marketing materials, and participating in video and print testimonials as mutually agreed upon by the parties.

A sample list of the Town's regular marketing participation activities is enclosed with this Agreement as Exhibit "B" attached hereto and made a part hereof. The Company may select those activities in which it is willing to participate during the term of this Agreement.

(e) **Performance.** The Company agrees to perform and comply with all terms, conditions, and provisions set forth in this Agreement and all other instruments and agreements by and between the Company and the Town.

SECTION 6. EVENTS OF DEFAULT.

Each of the following shall constitute an "Event of Default" under this Agreement:

(a) **General Event of Default.** Failure of a party to comply with or to perform any other term, obligation, covenant, or condition contained in this Agreement, or failure of the Company to comply with or to perform any other term, obligation, covenant, or condition contained in any other agreement by and between the Company and the Town, and such failure continues for thirty (30) days after written notice thereof; provided, however, that if such failure cannot reasonably be cured within such thirty (30) day period, no Event of Default shall occur if the defaulting party commences to cure such failure within such thirty (30) day period and thereafter diligently pursues such cure in good faith.

(b) **False Statements.** Any warranty, representation, or statement made or furnished to the Town by the Chief Executive Officer or Chief Financial Officer of the Company under this Agreement that is knowingly false or misleading with the intent to defraud, at the time made or furnished.

(c) **Bankruptcy or Insolvency.** The Company's insolvency, the appointment of a receiver for any part of the Company's Premises, any assignment for the benefit of creditors of the Company, any type of creditor workout for the Company, or the commencement of any proceeding under any Bankruptcy or Insolvency laws by or against the Company; provided, however, that in the case of any bankruptcy or insolvency proceeding, such proceeding is not dismissed within ninety (90) days after the filing thereof.

(d) **Ad Valorem Taxes.** The Company allows its ad valorem taxes owed to the Town to become delinquent for a period exceeding thirty (30) days after written notice from the Town; provided, however, that no default shall occur for so long as (i) such taxes are being contested or protested by the Company in good faith and in accordance with applicable law.

SECTION 7. EFFECT OF AN EVENT OF DEFAULT.

(a) **Termination for Default.** Upon the occurrence of an Event of Default and subject to the defaulting party's right to cure in Section 6(a), the non-defaulting party shall have the right

to terminate this Agreement, enforce specific performance as appropriate, or maintain a cause of action for damages caused by the event(s) of default.

(b) **Repayment.** In the event an Event of Default by the Company remains uncured, the Town may require in a written notice to the Company that the Company repay to the Town an amount equal to the total Grant Payments previously paid by the Town to the Company for the one (1) year period prior to the Event of Default, or for all of the Grant Payments from inception if the Event of Default is as a result of fraud or intentional misrepresentation by Company, plus interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial lending rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank reasonably selected by the Town) as its prime or base commercial lending rate.

SECTION 8. INDEMNIFICATION.

THE COMPANY AGREES TO DEFEND, INDEMNIFY AND HOLD THE TOWN, ITS OFFICERS, AGENTS AND EMPLOYEES (COLLECTIVELY FOR THE PURPOSE OF THIS SECTION, "TOWN") HARMLESS FROM AND AGAINST ANY AND ALL LIABILITIES, DAMAGES, CLAIMS, LAWSUITS, JUDGMENTS, REASONABLE ATTORNEY FEES, COSTS, EXPENSES, AND DEMANDS BY THE STATE OF TEXAS THAT THE TOWN HAS BEEN PAID ERRONEOUSLY, OVER-PAID OR INCORRECTLY ALLOCATED SALES AND USE TAX ATTRIBUTED TO THE SALE OF TAXABLE ITEMS BY THE COMPANY CONSUMMATED AT THE PROJECT FOR ANY GRANT PERIOD DURING THE TERM OF THIS AGREEMENT THAT IS THE RESULT OF THE ACTS, OMISSIONS OR NEGLIGENCE OF THE COMPANY AND/OR COMPANY'S AGENTS, EMPLOYEES OR CONTRACTORS (COLLECTIVELY, A "CLAIM"). IT IS THE INTENTION OF THE PARTIES THAT THE COMPANY SHALL BE RESPONSIBLE FOR THE REPAYMENT OF ANY GRANT PAYMENTS PAID TO THE COMPANY HEREIN BY THE TOWN TO THE EXTENT OF SALES AND USE TAX RECEIPTS PAID TO THE STATE OF TEXAS OR THE TOWN THAT UPON A FINAL DETERMINATION WERE FOUND TO HAVE BEEN PAID ERRONEOUSLY, COLLECTED, DISTRIBUTED, OR ALLOCATED TO THE TOWN AND THE SAME WAS CAUSED BY THE ACTS, OMISSIONS OR NEGLIGENCE OF THE COMPANY AND/OR COMPANY'S AGENTS, EMPLOYEES AND CONTRACTORS. THE INDEMNIFICATION SHALL NOT APPLY TO ANY LIABILITY TO THE TENANT RESULTING FROM THE ERRORS OR OMISSIONS OF THE TOWN. THE PROVISIONS OF THIS SECTION SHALL SURVIVE TERMINATION OF THIS AGREEMENT. THE PROVISIONS OF THIS SECTION ARE SOLELY FOR THE BENEFIT OF THE PARTIES AND DO NOT CREATE ANY OBLIGATIONS FROM OR GRANT ANY CONTRACTUAL OR OTHER RIGHTS TO ANY OTHER PERSON OR ENTITY, OTHER THAN OBLIGATIONS, IF ANY, THAT ARISE FROM THE COMPANY TO THE TOWN TO PERFORM OBLIGATION.

SECTION 9. MISCELLANEOUS PROVISIONS.

The following miscellaneous provisions are a part of this Agreement:

(a) **Binding Agreement; Assignment.** This Agreement shall be binding upon and inure to the benefit of the heirs, successors, affiliates, administrators, executors, and permitted assigns of the respective parties. This Agreement may not be assigned by the Company without the prior written consent of the Town, which consent shall not be unreasonably withheld, conditioned or delayed; provided, however, this prohibition does not apply to, and the Town shall have no right to disapprove or prevent, (i) the assignment of this Agreement at any time to any partnership, limited liability company or joint venture entity in which the Company or an Affiliate is the sole general partner, sole member or managing member, (ii) a corporation, partnership, limited liability company, joint venture, or other entity more than fifty percent (50%) of the outstanding voting interests of which are owned, directly or indirectly through subsidiaries, by that entity, (iii) a corporation, partnership, limited liability company, joint venture, or other entity that has the same ultimate parent as the entity, and/or (iv) Company's assignment to any entity that acquires the entire Premises from the Company.

(b) **No Joint Venture.** It is acknowledged and agreed by the parties that the terms hereof are not intended to and shall not be deemed to create a partnership or joint venture among the parties.

(c) **Authorization.** Each party represents that it has full capacity and authority to grant all rights and assume all obligations that are granted and assumed under this Agreement. The Company represents and warrants to the Town that the Company is a duly formed, validly existing legal entity in good standing under the laws of the state in which it is organized and is authorized to transact business in the State of Texas.

(d) **Notice.** All notices required by this Agreement shall be in writing and addressed to the parties at the addresses set forth on the signature page(s) of this Agreement (or to such other address that may be designated by the receiving party from time to time in accordance with this section). All notices shall be delivered by (1) personal delivery, (2) certified or registered mail (in each case, return receipt requested, postage prepaid), (3) nationally recognized overnight courier (with all fees prepaid), or (4) email of a PDF document containing the required notice. Such notice or document shall be deemed to be delivered or given, whether actually received or not, (a) when received if delivered or given in person, (b) if sent by United States mail, three (3) business days after being deposited in the United States mail as set forth above, (c) on the next business day after the day the notice or document is provided to a nationally recognized carrier to be delivered as set forth above, or (d) if sent by email, the next business day. A confirmation of delivery report that reflects the time that the email was delivered to the recipient's last notified email address is prima facie evidence of its receipt by the recipient, unless the sender receives a delivery failure notification, indicating that the email has not been delivered to the recipient.

(e) **Entire Agreement.** This Agreement is the entire Agreement between the parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written Agreement between the parties that in any manner relates to the subject matter of this Agreement, except as provided in any exhibits attached hereto.

(f) **Governing Law.** This Agreement shall be governed by the laws of the State of Texas; and the venue for any action concerning this Agreement shall be in the State District Court of Dallas County, Texas. The parties agree to submit to the personal and subject matter jurisdiction

of said Court.

(g) **Amendment.** This Agreement may be amended solely by mutual written agreement of the parties.

(h) **Legal Construction.** In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect other provisions, and it is the intention of the parties to this Agreement that in lieu of each provision that is found to be illegal, invalid, or unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

(i) **Counterparts.** This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

(j) **Exhibits.** Any exhibits to this Agreement are incorporated herein by reference for the purposes wherever reference is made to the same.

(k) **Survival of Covenants.** Any of the representations, warranties, covenants, and obligations of the parties, as well as any rights and benefits of the parties, pertaining to a period of time following the Expiration Date, shall survive termination.

(l) **Employment of Undocumented Workers.** During the term of this Agreement, the Company agrees not to knowingly employ any undocumented workers and if convicted of a violation under 8 U.S.C. Section 1324a (f), the Company shall be deemed to have committed an Event of Default. To avoid any ambiguity, the Company is not liable for a violation of this section by a subsidiary, affiliate, or franchisee of the Company or by a person with whom the Company contracts.

(m) **Statutory Verifications.** The Company's execution of this Agreement shall serve as its verification that:

- (1) The Company (i) does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in the Texas Government Code Section 808.001, as amended; (ii) does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in the Texas Government Code Section 809.001, as amended; and (iii) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in the Texas Government Code Section 2274.001, as amended, and will not discriminate during the term of this Agreement against a firearm entity or firearm trade association; or
- (2) The Company is exempt from the foregoing verification because it (i) is a

sole proprietor, (ii) a nonprofit entity, (iii) a governmental entity, or (iv) has fewer than ten (10) full-time employees.

(n) **Public Information Act Requirements.** The Company acknowledges that any and all records of the Company, including but not limited to documents that describe, relate to, convey, and/or illustrate the obligations, terms, and conditions set forth in this Agreement may be subject to the Texas Public Information Act (the “Act”), Texas Government Code Chapter 552, as amended. The Company agrees to fully and promptly cooperate with the Town in responding to requests for information received by the Town for the foregoing information pursuant to the Act. In the event the Company determines that any of its information responsive to a request under the Act is confidential and/or exempt from disclosure to the public under the provisions of the Act, the Company shall, at its cost, be solely responsible for asserting arguments to the Office of the Attorney General pursuant to §552.305(b) of the Act, and for filing any and all subsequent appeals relating to an opinion of the Texas Attorney General that requires disclosure of the Company’s confidential information. Notwithstanding the foregoing, the Company agrees that the Town may, but shall be under no obligation to, submit arguments to the Attorney General relating to reasons the Company’s confidential information is exempt from disclosure to the public under the Act, regardless of whether the Company has asserted its arguments to the Attorney General.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK -
SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have executed and delivered this Agreement as of the Effective Date.

FOR TOWN:

Town of Addison, Texas

By: _____
David Gaines
City Manager

Date: _____

Notice Address:
Town of Addison, Texas
Attn: David Gaines, City Manager
5300 Belt Line Road
Dallas, Texas 75254

FOR COMPANY:

LMR II – Quorum II Plaza LLC

By: 
Dawn Bidwell
Authorized Person

Date: 12/2/25

Notice Address:
212 E 3rd St
Cincinnati, OH
45208

EXHIBIT “A”

**PAYMENT REQUEST, SALES TAX REPORT REQUEST, AND
COMPANY TENANT LIST**

LMR II – Quorum II Plaza LLC

_____, 20__

VIA EMAIL AND CERTIFIED MAIL, RETURN RECEIPT REQUESTED

Town of Addison, Texas
P.O. Box 9010
Addison, Texas 75001
Attention: David Gaines, City Manager

Re: Economic Development Agreement for Quorum II Plaza – Payment Request, Sales Tax Report Request, and Company Tenant List

Ladies and Gentlemen:

LMR II – Quorum II Plaza LLC is the current owner of Quorum II Plaza located at 4980 Belt Line Road, Dallas, Texas 75254. All capitalized terms not herein defined are defined in the Economic Development Agreement for Quorum II Plaza effective as of [**agreement effective date**] (the “Agreement”). Pursuant to Section 4(c) of the Agreement, LMR II – Quorum II Plaza LLC hereby requests the Town to obtain a Sales Tax Report from the State Comptroller of Public Accounts for Tenants, and enclosed with this request please find a list of the names and addresses of the tenants and subtenants of the Quorum II Plaza that remit Sales and Use Tax.

LMR II – Quorum II Plaza LLC hereby requests that the Town perform the calculation provided in Section 4(c) of the Agreement regarding Sales Tax Performance Grants, and to submit payment as provided therein if justified by the Sales Tax Report.

COMPANY TENANT LIST:

[TENANT NAME] [TENANT ADDRESS]

AGREEMENT FOR DISCLOSURE OF CONFIDENTIAL
TAX INFORMATION

This agreement is entered into between the Town of Addison, Texas (the "Town") and LMR II – Quorum II Plaza LLC (the "taxpayer") for the purposes indicated herein.

I, _____, and the duly authorized agent of LMR II – Quorum II Plaza LLC, a vendor doing business at Quorum II Plaza located at 4980 Belt Line Road, Dallas, Texas 75254 do hereby stipulate and agree as follows:

I hereby authorize the Texas Comptroller's Office to release and disclose any and all Sales and Use tax information relating to the operation of the above referenced taxpayer's business location to the Town. I understand and agree that this release will be made by the Comptroller's Office to the Town on an ongoing monthly basis beginning on the date this Agreement is executed. This Agreement waives any and all rights with respect to the parties regarding the confidentiality of tax information under Sections 111.006 and 151.027, Tax Code, or other state law.

The Town agrees that it will use the tax information disclosed by the Comptroller pursuant to this Agreement solely and exclusively for the purposes of the Economic Development Grant Agreement affecting Quorum II Plaza.

This Agreement is entered into in the Town of Addison, Dallas County, Texas and Texas law will apply to its interpretation and enforcement.

SIGNED AND AGREED TO on this ___ day of February 20__.

FOR TOWN:

Town of Addison, Texas

By: _____

City Manager

Date: _____

FOR COMPANY:

LMR II – Quorum II Plaza LLC

By: _____

Authorized Person

Date: _____

EXHIBIT “B”

SAMPLE LIST OF THE TOWN’S REGULAR MARKETING PARTICIPATION ACTIVITIES

Marketing Participation Checklist

As part of the Agreement, the Company agrees to assist the Town of Addison (“the Town”) with promotional and community engagement efforts. The Company may select from the following activities in which it is willing to participate during the term of the Agreement. By marking each applicable checkbox, the Company provides its consent to participate in the specified activities as described.

Joint Press Releases

Participate in the creation and distribution of joint press releases announcing milestones such as the Company’s relocation, expansion, or community engagement efforts.

Agree

Logo and Name Usage

Grant permission for the Town to use the Company’s name and logo in printed and digital marketing materials related to local business development and community programs.

Agree

Project Identification as an Addison Economic Development Initiative

Permit the Town to identify the project as an official Addison Economic Development initiative, including the use of on-site signage, website recognition, or other visual markers designating the Company’s participation in a Town-supported project.

Agree

Video Testimonials

Participate in a short video testimonial highlighting the Company’s experience working with the Town. The testimonial may be used on the Town’s website, social media channels, or at Town events.

Agree

Print Testimonials

Provide a written testimonial or case study that can be featured in the Town’s printed marketing materials (e.g., brochures, newsletters).

Agree

Town Website Feature

Be featured on the Town’s official website as part of a “Business Spotlight” section, emphasizing the Company’s relocation and impact on the local community.

Agree

Participation in Economic Development Events

Participate in Town-sponsored economic development or business promotion events, such as ribbon-cutting ceremonies, public forums, or panels.

Agree

Social Media Collaborations

Collaborate with the Town on social media campaigns, including shared posts, business highlights, and community engagement content.

Agree

Community Engagement Projects

Partner with the Town on community projects, such as charitable events, volunteer programs, or sponsorships of public services (e.g., park improvements, local charity support).

Agree

Use of Company's Name in Town Publications

Allow the Town to reference the Company in town-related publications, including annual reports or development updates.

Agree

Acknowledgment and Authorization

By marking each applicable checkbox above, the Company authorizes the Town of Addison to proceed with the selected marketing and promotional activities as outlined in this checklist, subject to the terms of the Agreement.

Company Representative Signature: _____

Date: _____

2025 City Council Regular Meeting

5. a.

Meeting Date: 12/09/2025

Department: Airport

Key Focus Areas: Economic Development and Revitalization

AGENDA CAPTION:

Hold a public hearing, present, discuss, and consider action on a Resolution approving the financing and refinancing of a project for the development of airport facilities at the Addison Airport solely for the purpose of Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 66.0304(11)(A) of the Wisconsin Statutes, as amended.

BACKGROUND:

The Town of Addison has a long-term ground lease agreement with Addison Hangars, LLC (“Addison Hangars”), a wholly owned subsidiary of Sky Harbour Capital LLC (“Sky Harbour”). Addison Hangars financed the design, construction, and operation of their Phase 1 aeronautical facility (the “Project” as described below) with loan proceeds from private activity bonds (“PABs”) issued by the Public Finance Authority (PFA). Addison Hangars is requesting that the Addison City Council hold a public hearing to re-approve the issuance of the PABs to finance Phase 2 of the Addison Hangars Project, solely to satisfy the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), and Section 66.0304(11)(a) of the Wisconsin Statutes, as amended (the “PFA Act”). Because the PFA is Wisconsin-based, the Town and Sky Harbour must abide by the Wisconsin Statutes for this process.

In August 2021, Sky Harbour secured \$166.34 million in financing through the sale of Series 2021 PABs, tax-exempt senior bonds issued via the Public Finance Authority, to fund the acquisition and development of a portfolio of aircraft hangar projects nationwide. As part of this financing plan, Sky Harbour committed \$68 million in equity to the program.

Sky Harbour and its subsidiaries, including Addison Hangars, LLC; Sky Harbour Sugar Land Airport (Houston), LLC; Sky Harbour Opa Locka Airport (Miami), LLC; Nashville Hangars, LLC; APA Hangars, LLC (Denver Centennial); and DVT Hangar, LLC (Phoenix Deer Valley), qualify as projects under the financing plan and as the “obligated group,” with their leasehold interests and building improvements, on a joint and several basis, securing the bonds, while their operating revenues are used to repay them.

The Public Finance Authority (“PFA”) was created by local governments for local governments to issue nationwide tax-exempt conduit bonds for development projects considered “qualified private activities” that pose no risk to taxpayers or any state or local government. Qualified projects that can be financed through public activity bonds include airport development and redevelopment.

In accordance with Section 147(f) of the Code and other applicable regulations: Project Description (Phase II): The design, construction, and operation of an executive aeronautical hangar development on a 6.5-acre site at Addison Airport in the Town of Addison, TX, consisting of one (1) 17,100-square-foot private jet hangar, one (1) 17,700-square-foot private jet hangar, and two (2) 36,740-square-foot semi-private jet hangars.

FISCAL IMPACT

There is no direct fiscal impact to the Town. Private Activity Bonds do not constitute:

- A debt, loan of credit, or a pledge of the full faith and credit or taxing power of PFA, the Town, or the State of Texas;
- A monetary liability of the Public Finance Authority, the Town, or the State of Texas; or
- A contingent liability or obligation, charged directly or indirectly against the general credit of PFA, the Town, or the State of Texas.

RECOMMENDATION

Staff recommends approval.

Attachments

Presentation - Addison Hangars Project Financing

Resolution - Addison Hangars Project Financing

Property Location

Addison Hangars Proposed Project Financing

December 9, 2025

Addison Airport Director, Jaime Edrosa



ADDISON

The Town has a long-term ground lease with Addison Hangars, wholly owned by Sky Harbour Group Corporation.

History

- [June 28, 2022](#) – Ground Lease entered for a 40-year term.
 - Redevelop 6.05 acres to include 101,000 square feet of executive hangar and office space (Phase I).
 - Substantially completed in March 2025.
- [January 10, 2023](#) – Town executed First Amendment to the Ground Lease.
 - Tenant to redevelop an additional 6.06 acres of airport land (Phase II).
 - Expand the home-based executive / corporate jet hangar campus with four additional executive jet hangars consisting of 108,320 building square feet of hangar and office / shop space.
 - Construction to begin in January 2026.

Background – Sky Harbour Corporation

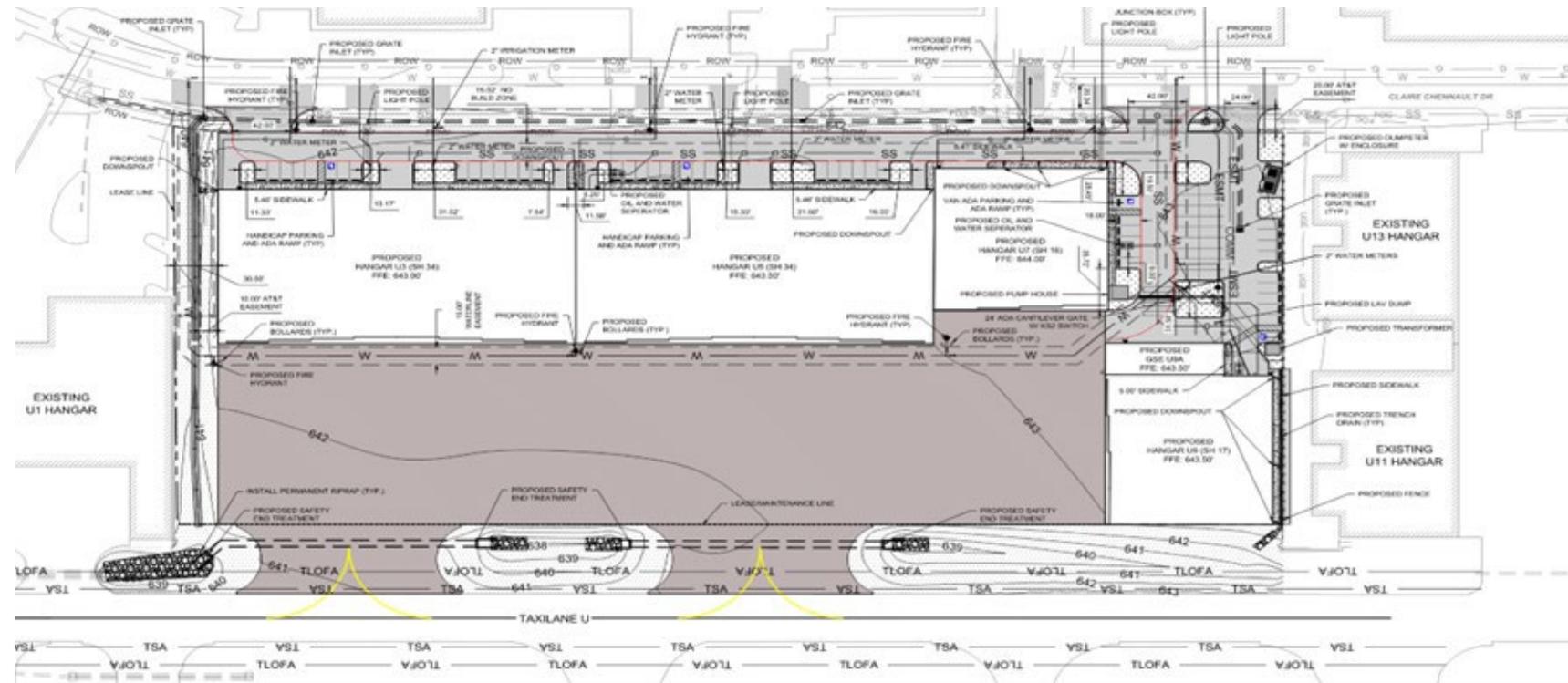
- New York-based aviation development company serving as a “Home Base Operator” for corporate and private executive flight departments.
- Publicly traded on the New York Stock Exchange (NYSE: SKYH).
- Builds private hangar campuses with a full suite of dedicated services for based aircraft.
- Has projects in 20 airports including: Houston / Sugar Land, Nashville, Miami, Denver, Phoenix, Hartford, Trenton, L.A., San Jose, and Seattle.
- Sky Harbour’s management team consists of seasoned professionals who combine aviation experience with a strong real estate development pedigree.

Sky Harbour Capital, LLC, parent to Addison Hangars, LLC is requesting that the Addison City Council to approve the issuance of private activity bonds (PABs) issued by the Public Finance Authority (PFA) solely to satisfy the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”) and Section 66.0304(11)(a) of the Wisconsin Statutes*, as amended (the “PFA Act”).

***Note:** Because the PFA is based in Wisconsin, the Town and Sky Harbour must abide by the Wisconsin Statutes during this process.

Proposed Phase II Redevelopment

ADDISON



Phase II Site Plan - Four executive jet hangars at approximately 86,000 square feet, including 21,720 square feet of related office and shop space for aviation use.

Proposed Development Financing

- August 2021 – Sky Harbour secured \$166.34 million in financing through the sale of Series 2021 PABs, tax-exempt senior bonds issued via the Public Finance Authority (PFA).
- Sky Harbour Capital contributed \$68 million as equity.
- Phase I was completed under this financing structure. Sky Harbour plans to add Phase II to the same program.
- The bonds will be secured by the leasehold interests and building improvements of all the qualifying projects* financed through the program by Sky Harbour, including Addison Hangars, LLC.
- The bonds will be repaid from the operating revenues from all the qualifying projects.

***Qualifying Projects** = Addison Hangars, LLC; Sky Harbour Sugar Land Airport (Houston), LLC; Sky Harbour Opa Locka Airport (Miami), LLC; Nashville Hangars, LLC; APA Hangars, LLC (Denver Centennial); and DVT Hangar, LLC (Phoenix Deer Valley).

- The PFA was created by local governments for local governments to issue tax-exempt conduit bonds for private development that benefits the public.

These PBAs do not constitute a:

- Debt, loan of credit, or a pledge of the full faith and credit or taxing power of the Town; or
 - Monetary liability of the Town; or
 - Contingent liability or obligation, charge directly or indirectly against the general credit of the Town.
-
- The bond purchaser generally has the same rights and remedies as any other leasehold mortgagee at the Airport (e.g., right to cure tenant lease default, take possession of the leasehold in event of loan default).

Town's Obligation:

As the host jurisdiction, the Town is required to hold a public hearing and approve the issuance of the bonds to finance or refinance the project in satisfaction of Section 147(f) of the Internal Revenue Code and Section 66.0304(11)(a) of the Wisconsin Statutes, whereby the Public Finance Authority is authorized to issue the bonds subject to:

- Notice of Public Hearing being advertised on or before December 2, 2025; and
- Public hearing held, and council approval of the Resolution.

Recommendation

Staff recommends approval.

Questions?

RESOLUTION NO. R25-XX

A RESOLUTION OF THE CITY COUNCIL FOR THE TOWN OF ADDISON, TEXAS, APPROVING THE FINANCING AND REFINANCING OF A PROJECT FOR THE DEVELOPMENT OF AIRPORT FACILITIES AT THE ADDISON AIRPORT SOLELY FOR THE PURPOSES OF SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, AND SECTION 66.0304(11)(A) OF THE WISCONSIN STATUTES, AS AMENDED.

WHEREAS, Addison Hangars LLC, or another affiliate of Sky Harbour Capital LLC (the “Borrower”), has requested the Public Finance Authority (the “Issuer”) to issue its revenue bonds in one or more series from time to time (the “PFA Bonds”) and to loan the proceeds thereof to the Borrower for the purpose of financing and refinancing the Project (as defined in the attached Exhibit A); and

WHEREAS, a notice of public hearing was posted not less than seven days prior to the date hereof, a copy of which notice is attached hereto as Exhibit A; and

WHEREAS, on December 9, 2025, a public hearing was held at a meeting starting at 7:30 p.m. at the Town Hall located at 15600 Addison Road, Addison, Texas 75001 with respect to the issuance of the PFA Bonds;

WHEREAS, the Borrower has requested that the Town of Addison, Texas, acting through its City Council (the “Council”), approve, as the host jurisdiction of the Project, the issuance of the PFA Bonds to finance and refinance the Project, solely in order to satisfy the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”) and Section 66.0304(11)(a) of the Wisconsin Statutes, as amended (the “PFA Act”).

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

SECTION 1. Solely for purposes of Section 147(f) of the Code and Section 66.0304(11)(a) of the PFA Act, the issuance of the PFA Bonds to finance and refinance the Project is hereby approved.

SECTION 2. The PFA Bonds, when and if issued, shall not be deemed an obligation of the Town of Addison, Texas, the State of Texas, nor any other political subdivision thereof.

SECTION 3. The Council does hereby approve the issuance of the PFA Bonds solely for the purposes of Section 147(f) of the Code and Section 66.0304(11)(a) of the PFA Act.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

DULY RESOLVED AND ADOPTED by the City Council of the Town of Addison, Texas, on this the 9th day of DECEMBER 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

Exhibit A

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Town of Addison, Texas (the “Town”), on December 9, 2025, at a meeting starting at 7:30 p.m. local time (CT), or as soon thereafter as the matter can be heard, at the hearing address set forth below, regarding the proposed issuance by the Public Finance Authority (the “Issuer”) of its revenue bonds in one or more series from time to time pursuant to a plan of financing, in an amount to be issued with respect to the Project described below of not to exceed \$95,000,000 (the “Bonds”). The public hearing is required by Section 147(f) of Internal Revenue Code of 1986, as amended (the “Code”). The Project, the owner of the Project, the initial occupant of the Project, the Borrower of the proceeds of the Bonds, and the location of the Project are further described below:

- A. Airport Owner: Town of Addison, Texas
- B. Initial Occupant/Borrower: Addison Hangars LLC, a Delaware limited liability company or, another authorized affiliate of Sky Harbour Capital LLC
- C. Description of Project: This project includes the development of a general aviation and aircraft storage facility at Addison Airport in Addison, Texas (“ADS”), comprising four hangars aggregating approximately 86,600 square feet, including approximately 21,720 square feet of related office space for aviation use, and adjacent vehicle access, parking and landscape/hardscape improvements.
- D. Project Location: 4505 Claire Chennault, Addison, Dallas County, Texas 75001.
- E. Maximum amount of Bonds to be issued with respect to the Project: \$95,000,000.

The Bonds, including the principal of (premium, if any) and interest thereon, do not constitute a debt or a loan of credit or a pledge of the full faith and credit or taxing power of the Issuer, the Town, the State of Texas, or any political subdivision thereof, within the meaning of any State Constitutional provision or statutory limitation and shall never constitute or give rise to a pecuniary liability of the Issuer, the Town, the State of Texas, or any political subdivision thereof. The Bonds shall not constitute, directly or indirectly, or contingently obligate or otherwise constitute a general obligation of or a charge against the general credit of the Issuer, the Town, the State of Texas, or any political subdivision thereof, but shall be special limited obligations of the Issuer payable solely from the sources provided for in the proceedings for the issuance of the Bonds. The Issuer has no taxing power.

At the time set for the public hearing, interested persons will be given a reasonable opportunity to express their views, both orally and in writing, on the merits of the Project, the location of the Project, the issuance of the Bonds, the plan of financing, or related matters. Members of the public may attend the hearing in person at the following address: 15600 Addison Road, Addison, TX 75001. Persons wishing to participate should submit a written request to speak to vgarcia@addisontx.gov (Town of Addison City Secretary) or via online by accessing the [Town of Addison's Meetings & Agendas](http://www.AddisonTx.gov/government/Meetings-Agendas) webpage (www.AddisonTx.gov/government/Meetings-Agendas) at least 24 hours before the hearing; however, the hearing officer will also provide a time for additional comments at the end of the hearing. Oral remarks may not exceed three minutes in duration. Written comments may be

submitted to the Town, on behalf of the Issuer, electronically at vgarcia@addisontx.gov and via physical delivery at the following address: 15600 Addison Road, Addison, TX 75001, Attention: Town of Addison City Secretary, until the time and date of the hearing (subject to the timing limitations of mail delivery).

DATE OF NOTICE: December 2, 2025

TOWN OF ADDISON, TEXAS

Addison Hangars Project Location Map



Location of Addison Hangars, LLC Phase I and Phase II Redevelopment Projects at Addison Airport. Addison Hangars, LLC is a wholly owned subsidiary of Sky Harbour Group, LLC.

2025 City Council Regular Meeting

6. a.

Meeting Date: 12/09/2025
Department: Development Services
Key Focus Areas: Public Safety

AGENDA CAPTION:

Present, discuss, and consider action on a request for an Alternative Sign Design to Article 5 of the Unified Development Ordinance (UDC) for Jefferson Aero, a new multi-family complex located at 4800 Airport Parkway, in order to allow a detached monument sign to exceed the maximum height. (Case MR2025-02/4800 Airport Parkway).

BACKGROUND:

Jefferson Aero is a new multi-family complex currently under construction at the southeast corner of Addison Road and Airport Parkway, addressed as 4800 Airport Parkway. Jefferson Aero has submitted a request for an Alternative Sign Design to accommodate one detached monument sign at the southwest corner of the building, which is proposed to exceed the maximum height. The proposed single-tenant detached monument sign is 10 feet tall, exceeding the maximum allowed height by four (4) feet. All other applicable standards are met with the proposed sign.

The Unified Development Code (UDC) allows for Alternative Sign Design requests, formerly known as Meritorious Exceptions, to the sign regulations. Section 5.9.6 of the UDC states that "It is not the intention of these regulations to discourage innovation. Applications for alternative sign designs may be submitted that, while clearly not conforming to this section and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment."

City Council may approve an alternative sign design if it:

1. Is necessary because enforcement of the requirement prevents any reasonable opportunity to provide adequate signs on the site, considering the unique features of a site including its dimensions, landscaping, or topography;
2. Will not have a substantially adverse effect on neighboring properties; and
3. Will not substantially conflict with the purpose and standards of this article.

Staff has reviewed the proposal for Jefferson Aero for an alternative sign design and believes the criteria have been met.

Jefferson Aero was designed under the Urban Center zoning district, which encourages urban, pedestrian-focused development. The proposed height deviation for the detached monument sign is necessary due to restrictions caused by minimal setbacks, visibility triangles, and site conditions, ultimately limiting sign opportunities for vehicular and pedestrian traffic on Addison Road. The proposed sign is unlikely to cause adverse impacts on neighboring properties while appropriately identifying the entrance to the parking garage for the site.

FISCAL IMPACT

N/A

RECOMMENDATION

Town staff has reviewed the proposal and determined that it does comply with the Town's criteria for Alternative Sign Design.

Attachments

MR2025-02 - Presentation

MR2025-02 - Ordinance

MR2025-02 - Plans

Jefferson Aero Alternative Sign Design (MR2025-02)

December 9, 2025

Lesley Nyp, Director of Development &
Neighborhood Services

The logo for ADDISON is a white circle containing the word "ADDISON" in blue, uppercase, sans-serif font. The circle is set against a blue background that features a white diagonal line running from the top-left to the bottom-right, creating a triangular shape in the top-left corner.

Case MR2025-02 Jefferson Aero

ADDISON

LOCATION:

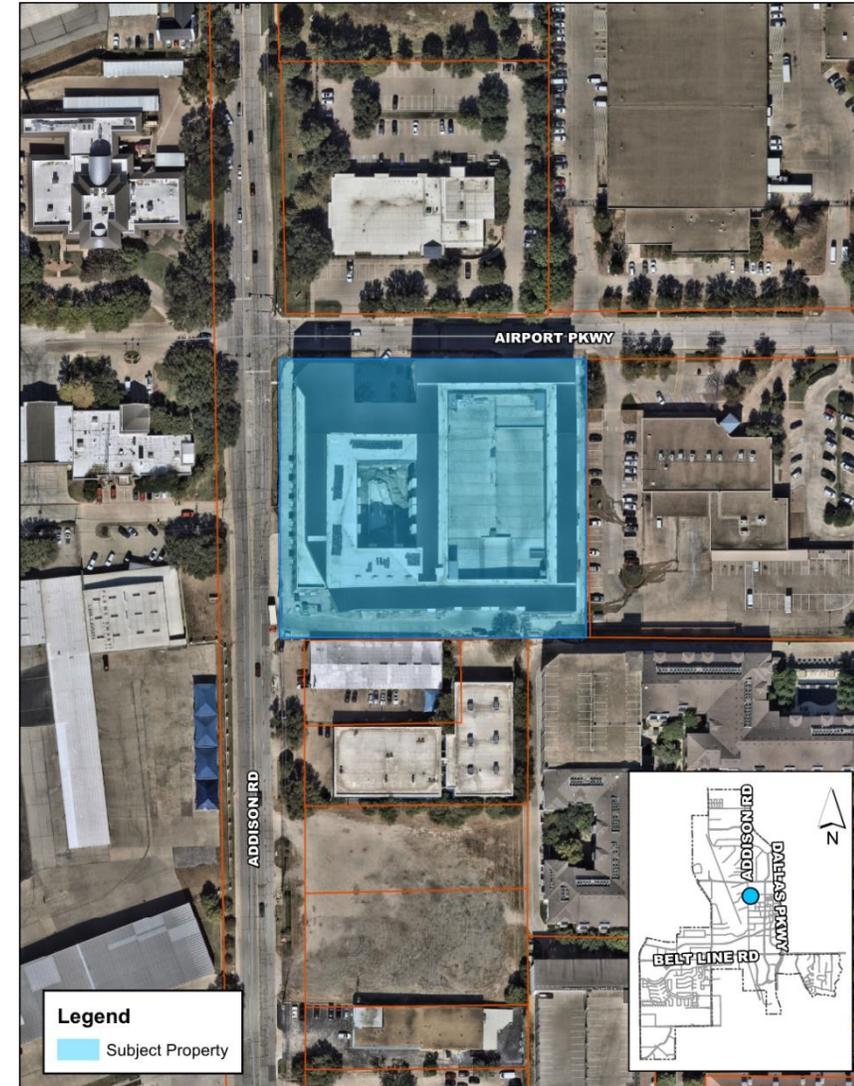
4800 Airport Parkway

REQUEST:

Approval of an Alternative Sign Design to allow a detached monument sign to exceed the maximum height.

ACTION REQUIRED:

Discuss and consider action on the appropriateness of the proposed Alternative Sign Design request.

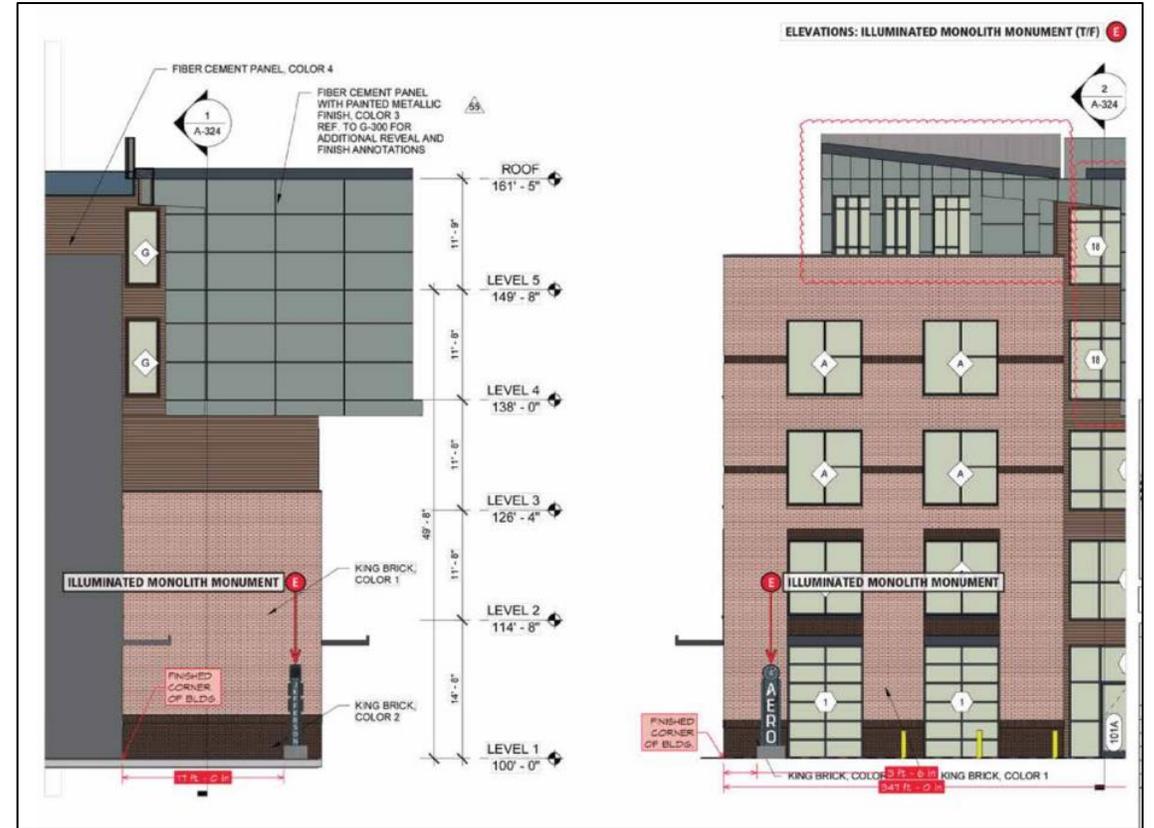
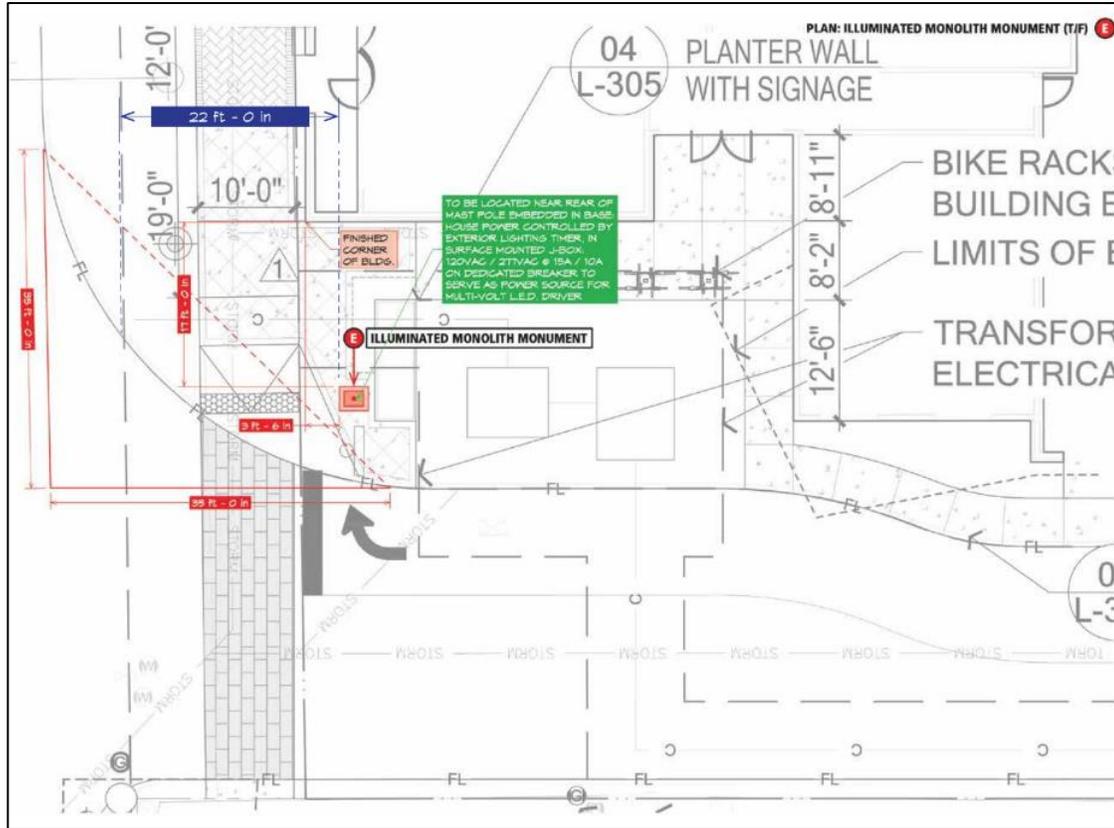


Case MR2025-02 Jefferson Aero

ADDISON

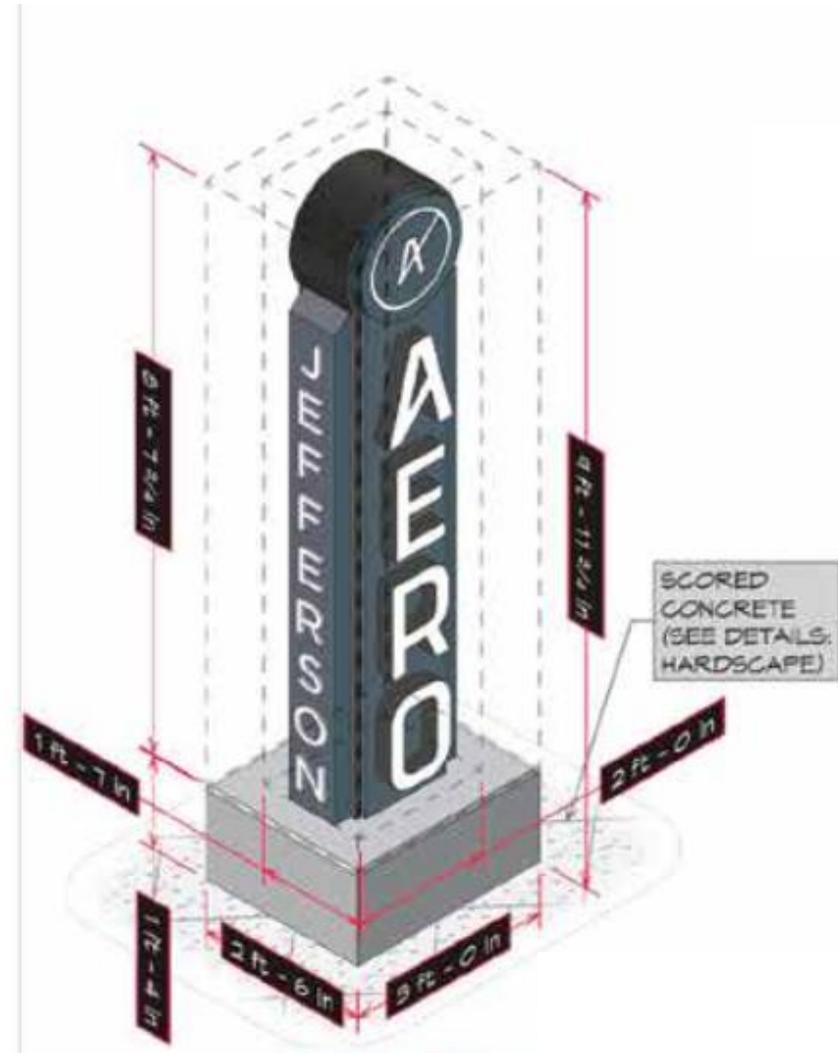


Case MR2025-02 Jefferson Aero



SIGN CODE COMPLIANCE REVIEW

- The detached monument sign exceeds the current maximum height for a single-tenant sign:
 - Required: 6 Feet
 - Proposed: 10 Feet
- Applicant Justification:
 - Opportunities for signage for traffic on Addison Road are limited due to setbacks, visibility triangles, site conditions. These limitations do not allow a traditional monument sign.
 - The proposed monolith-style sign will allow visibility to the parking garage entrance along the south facade.



ALTERNATIVE SIGN DESIGN PURPOSE:

- It is not the intention of these regulations to discourage innovation. Applications for alternative sign designs may be submitted that, while clearly not conforming to this section and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.

ALTERNATIVE SIGN DESIGN CRITERIA:

1. Is necessary because enforcement of the requirement prevents any reasonable opportunity to provide adequate signs on the site, considering the unique features of a site including its dimensions, landscaping, or topography;
2. Will not have a substantially adverse effect on neighboring properties; and
3. Will not substantially conflict with the purpose and standards of this article.

Proposal does meet hardship criteria:

- The building envelope, which is consistent with the Addison Circle District, limits opportunity for detached signage. The proposed sign would allow detached signage targeted toward pedestrian and vehicular traffic on Addison Road.
- The UDC sign regulations do not account for a monolith sign.
- Staff does not anticipate adverse impacts on neighboring properties or will conflict with the purpose or standards of the sign regulations.

Case MR2025-02 Jefferson Aero

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

RECOMMENDATION:

Town staff has reviewed the proposal and determined that it does comply with the Town's criteria for Alternative Sign Design.

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS, GRANTING A ALTERNATIVE SIGN DESIGN TO SECTION 5.9 OF THE UNIFIED DEVELOPMENT CODE (UDC), WITHIN APPENDIX A OF THE CODE OF ORDINANCES FOR JEFFERSON AERO, A MULTI-FAMILY COMPLEX LOCATED AT 4800 AIRPORT PARKWAY, TO ALLOW A DETACHED MONUMENT SIGN TO EXCEED THE MAXIMUM HEIGHT; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 5.9 of the Unified Development Code, within Appendix A of the Code of Ordinances, regulates signage in the Town of Addison; and

WHEREAS, Section 5.9.6 permits the City Council to approve alternative designs to provisions of Section 5.9 in cases that have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment; and

WHEREAS, the City Council has determined that the grant of the alternative sign design contained herein is in the best interest of the public and positively contributes to the visual aesthetic of the Town.

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

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

SECTION 2. A alternative sign design to Section 5.9 of the Unified Development Code, within Appendix A of the Code of Ordinances, is hereby granted for Jefferson Aero, a multi-family complex located at 4800 Airport Parkway, to allow a detached monument sign to exceed the maximum height, as depicted in **Exhibit A**. Except as permitted herein, all other signage on the property shall comply with Appendix A of the Code of Ordinances.

SECTION 3. Any person, firm, corporation or other business entity violating any of the provisions or terms of this Ordinance shall, in accordance with the Town of Addison Code of Ordinances, be fined, upon conviction, in an amount of not more than Five Hundred and No/00 Dollars (\$500.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

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

PASSED AND APPROVED by the City Council of the Town of Addison, Texas, on this the 9TH day of DECEMBER 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

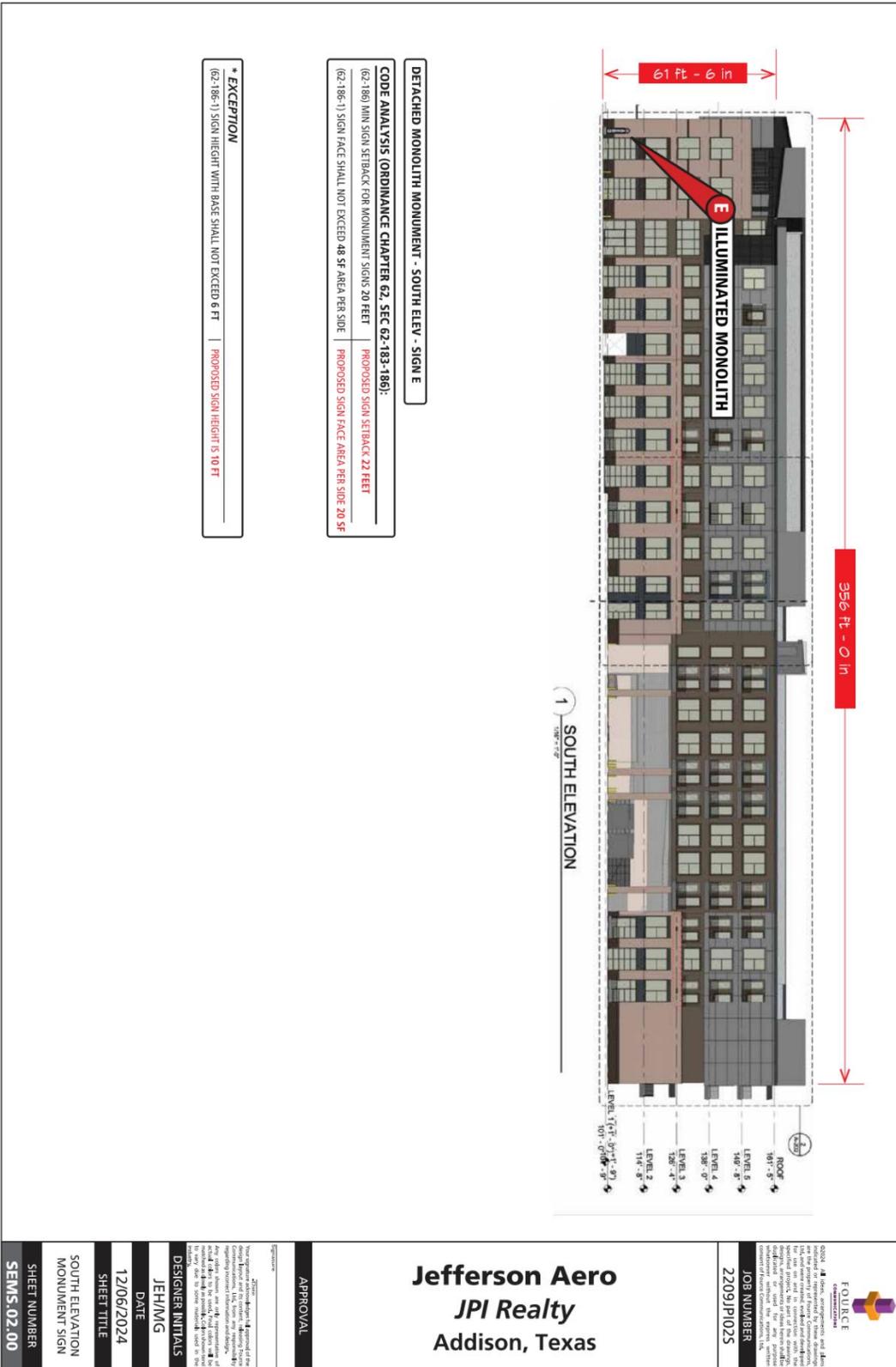
ATTEST:

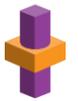
APPROVED AS TO FORM:

Valencia Garcia, City Secretary

Whitt Wyatt, City Attorney

EXHIBIT A





FOURCE COMMUNICATIONS

©2024 All ideas, arrangements and plans indicated or represented by these drawings are the property of Fource Communications, Ltd. and were created, evolved and developed for use on and in connection with the specified project. No part of the drawings, designs, arrangements or ideas herein shall be duplicated or used for any purpose whatsoever without the express written consent of Fource Communications, Ltd.

JOB NUMBER

2209JPI02S

Jefferson Aero
JPI Realty
Addison, Texas

APPROVAL

Signature

Date

Your signature acknowledges full approval of the design layout and its content, releasing Fource Communications, Ltd. from any responsibility regarding incorrect information and design.

Any colors shown are only representative of actual colors to be used. Final colors will be matched as closely as possible. Colors shown tend to vary due to some materials used in the industry.

DESIGNER INITIALS

JEH/MG

DATE

12/06/2024

SHEET TITLE

SOUTH ELEVATION
MONUMENT SIGN

SHEET NUMBER

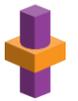
SEMS.02.00



DETACHED MONOLITH MONUMENT - SOUTH ELEV - SIGN E

CODE ANALYSIS (ORDINANCE CHAPTER 62, SEC 62-183-186):	
(62-186) MIN SIGN SETBACK FOR MONUMENT SIGNS 20 FEET	PROPOSED SIGN SETBACK 22 FEET
(62-186-1) SIGN FACE SHALL NOT EXCEED 48 SF AREA PER SIDE	PROPOSED SIGN FACE AREA PER SIDE 20 SF

* EXCEPTION	
(62-186-1) SIGN HIEGHT WITH BASE SHALL NOT EXCEED 6 FT	PROPOSED SIGN HEIGHT IS 10 FT



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DESIGNER INITIALS

JEH/MG

DATE

12/06/2024

SHEET TITLE

SOUTH ELEVATION
MONUMENT SIGN

SHEET NUMBER

SEMS.02.00

PLAN: ILLUMINATED MONOLITH MONUMENT (T/F) E

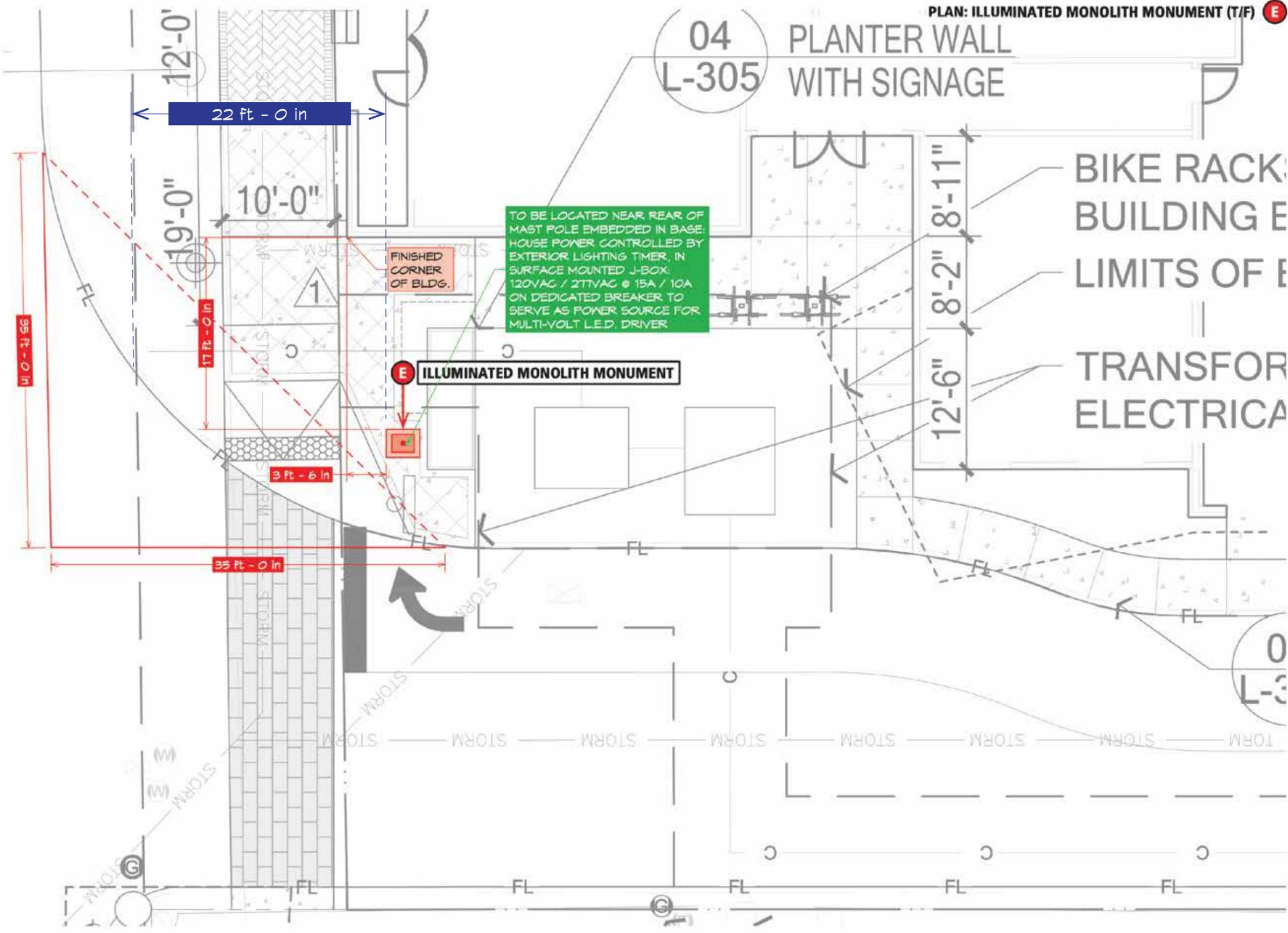
04 PLANTER WALL WITH SIGNAGE L-305

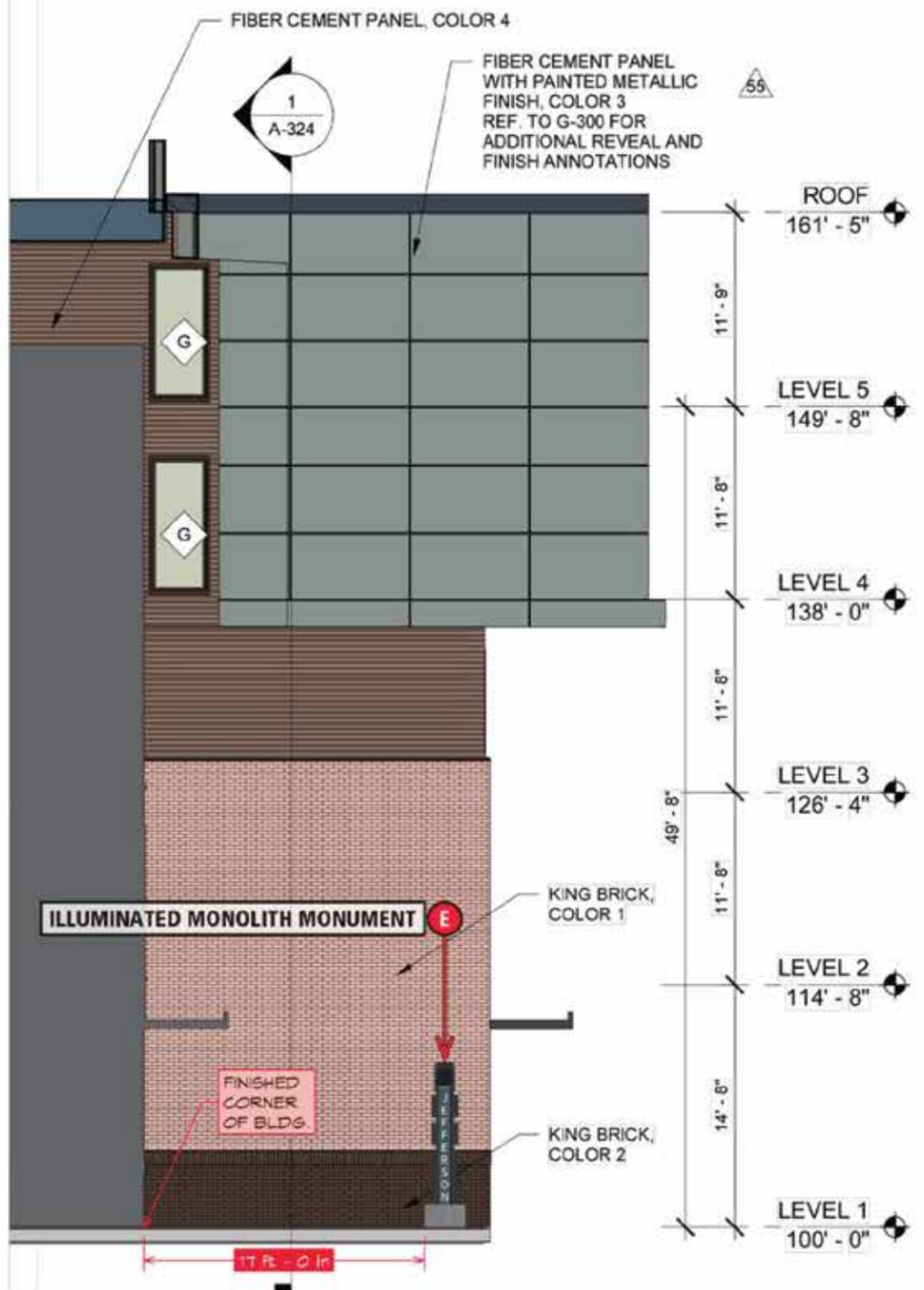
BIKE RACK BUILDING E LIMITS OF E TRANSFORMER ELECTRICAL

TO BE LOCATED NEAR REAR OF MAST POLE EMBEDDED IN BASE: HOUSE POWER CONTROLLED BY EXTERIOR LIGHTING TIMER, IN SURFACE MOUNTED J-BOX: 120VAC / 277VAC @ 15A / 10A ON DEDICATED BREAKER TO SERVE AS POWER SOURCE FOR MULTI-VOLT L.E.D. DRIVER

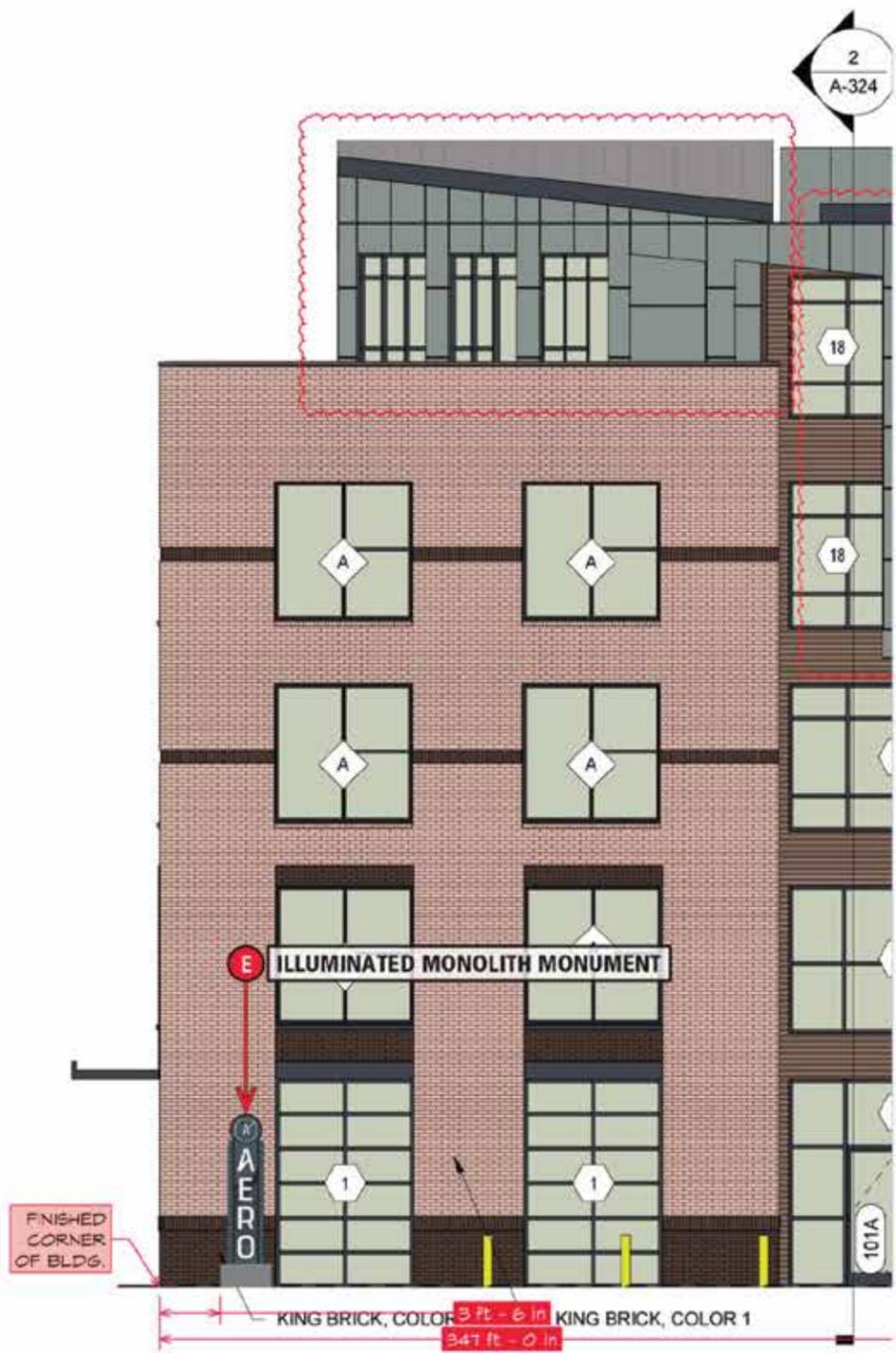
FINISHED CORNER OF BLDG.

ILLUMINATED MONOLITH MONUMENT





ELEVATIONS: ILLUMINATED MONOLITH MONUMENT (T/F) **E**



M.A. Bootwala 11/14/2024

Prepared for	
Fource Communications 1351 Regal Row Dallas, TX 75247	
Project #:	24064
Date:	November 2024
Drawn by:	MB
Scale:	Not to Scale
Revision:	0
Drawing #:	4

Project & Location:
Aero Exterior Signage
4800 Airport Parkway,
Addison, TX 75001

Engineer
TMM CONSULTANTS
ENGINEERING & DESIGN SERVICES
19902 Stanton Lake Drive
Cypress, TX 77433



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JOB NUMBER
2209JPI02S

Jefferson Aero
JPI Realty
Addison, Texas

APPROVAL

Signature _____
Date _____
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DESIGNER INITIALS

JEH/MG

DATE

12/06/2024

SHEET TITLE

SOUTH ELEVATION
MONUMENT SIGN

SHEET NUMBER

SEMS.02.00

2025 City Council Regular Meeting

6. b.

Meeting Date: 12/09/2025

Department: Development Services

Key Focus Areas: Public Safety

AGENDA CAPTION:

Present, discuss, and consider action on a request for an Alternative Sign Design to Article 5 of the Unified Development Ordinance (UDC) for Quorum II shopping center, located at 4900 Belt Line Road, in order to allow a detached monument sign to exceed the maximum height and maximum area. (Case MR2025-03/4900 Belt Line Road).

BACKGROUND:

Quorum II is an existing multi-tenant retail center located at 4900 Belt Line Road. Under new ownership, the property is undergoing reinvestment efforts to enhance its overall appearance. As part of these improvements, the applicant is requesting approval of an Alternative Sign Design to replace the existing pole signs along Belt Line Road with two new detached monument signs. The proposed multi-tenant monument signs would exceed the maximum height and sign area allowed by the Sign Code, with a height of 20 feet (12 feet above the permitted maximum) and a sign area of 190 square feet (118 square feet above the permitted maximum). All other applicable standards are met.

The Unified Development Code (UDC) allows for Alternative Sign Design requests, formerly known as Meritorious Exceptions, to the sign regulations. Section 5.9.6 of the UDC states that "It is not the intention of these regulations to discourage innovation. Applications for alternative sign designs may be submitted that, while clearly not conforming to this section and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment."

City Council may approve an alternative sign design if it:

1. Is necessary because enforcement of the requirement prevents any reasonable opportunity to provide adequate signs on the site, considering the unique features of a site including its dimensions, landscaping, or topography;
2. Will not have a substantially adverse effect on neighboring properties; and
3. Will not substantially conflict with the purpose and standards of this article.

Staff has reviewed the proposal for Quorum II for an alternative sign design and believes the criteria have been met.

Quorum II is an aging retail center and new, architecturally enhanced signage will create a positive contribution to the visual environment. The Town's sign regulations do not contemplate standards for a hybrid pole/monument sign design and also limit opportunities for architectural elements to a sign due to the methodology for calculating sign area as the total extent of the sign structure. The proposed sign does not exceed the maximum height of a pole sign and the cabinet area, which advertises the businesses on site, is approximately 77 square feet, which is consistent with the maximum allowed area of 72 square feet. The proposed sign is unlikely to cause adverse impacts on neighboring properties.

FISCAL IMPACT

N/A

RECOMMENDATION

Town staff has reviewed the proposal and determined that it does comply with the Town's criteria for Alternative Sign Design.

Attachments

MR2025-03 - Presentation

MR2025-03 - Ordinance

MR2025-03 - Plans

Quorum II Alternative Sign Design (MR2025-03)

December 9, 2025

Lesley Nyp, Director of Development &
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 element on the right side of the slide, consisting of a blue triangle pointing downwards, with a white circle in the center. The top and bottom corners of the blue triangle are cut off by a diagonal white line, creating a grey triangular shape at the top and bottom.

Case MR2025-03 Quorum II

LOCATION:

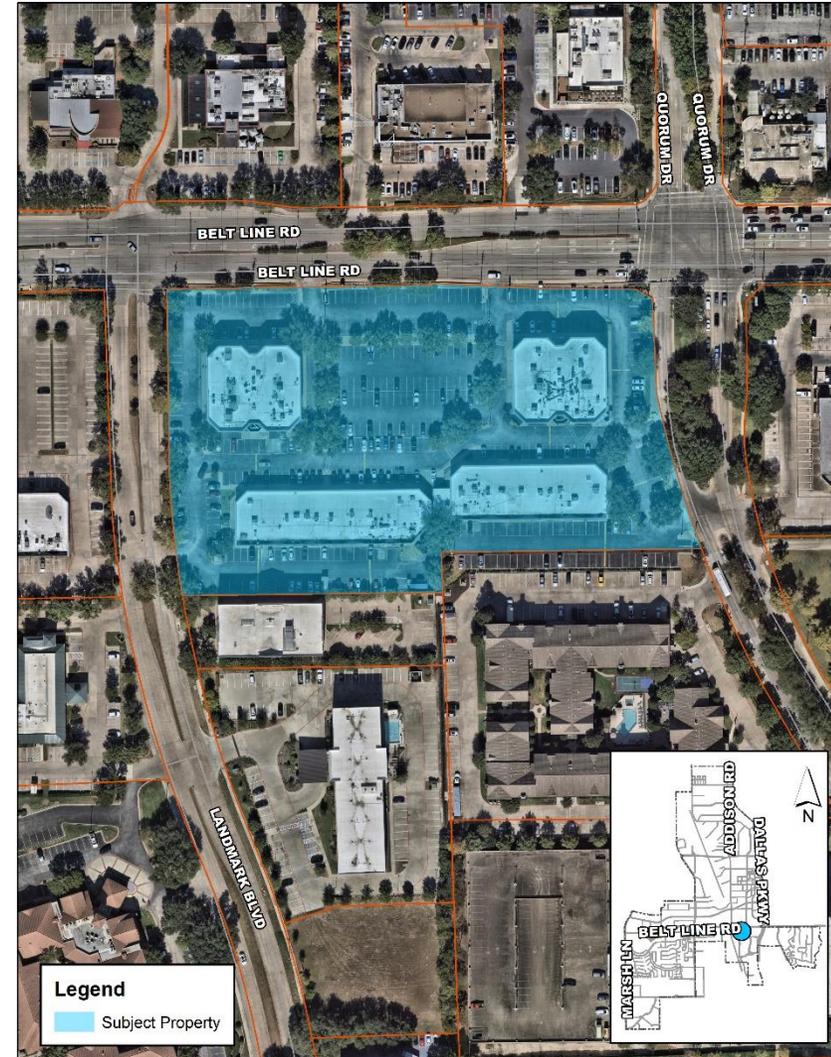
4900 Belt Line Road (Quorum II Retail Center)

REQUEST:

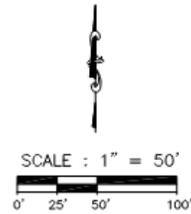
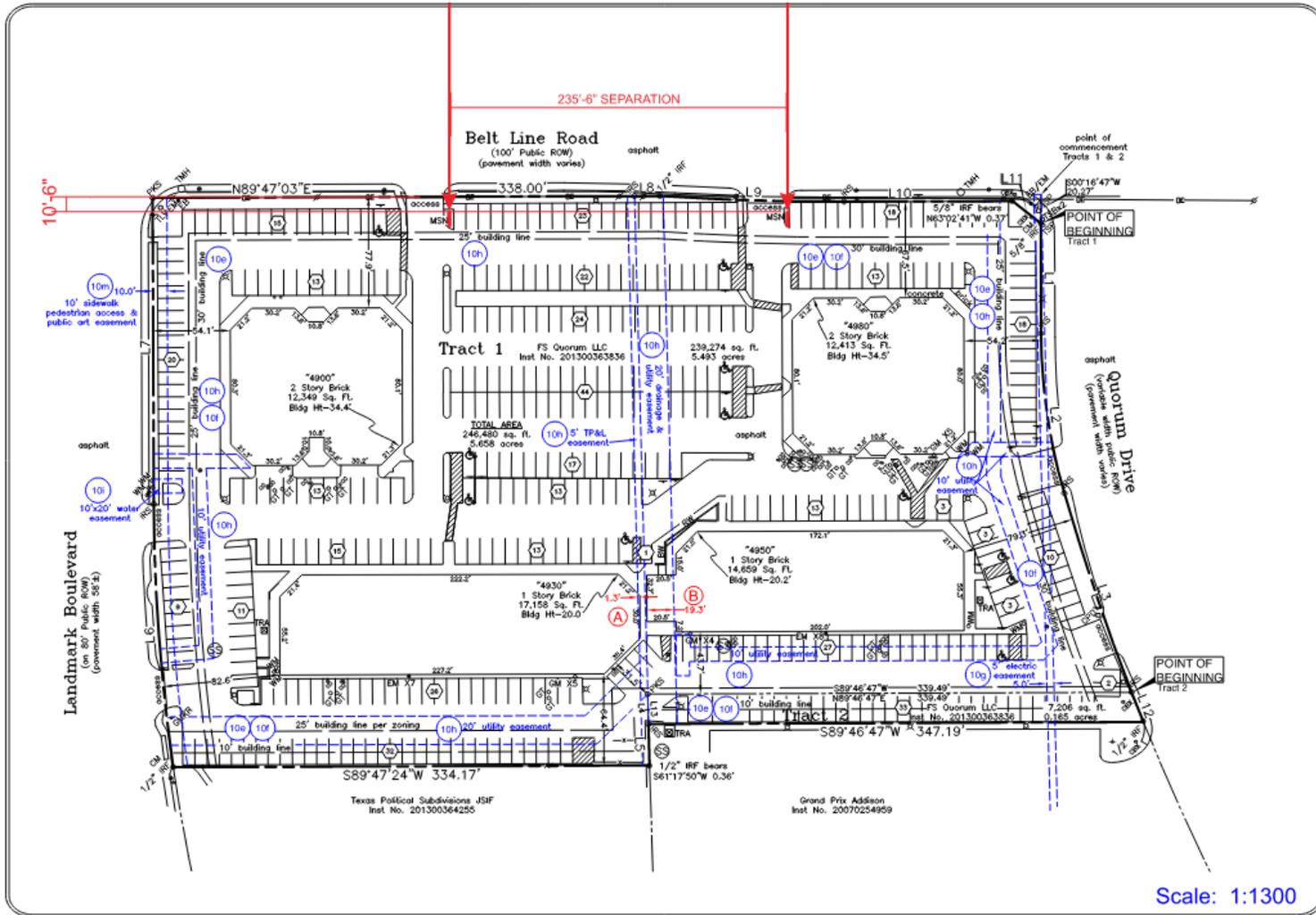
Approval of an Alternative Sign Design to allow a detached monument sign to exceed the maximum height and maximum area.

ACTION REQUIRED:

Discuss and consider action on the appropriateness of the proposed Alternative Sign Design request.



Case MR2025-03 Quorum II



WEST PYLON EXISTING CONDITIONS



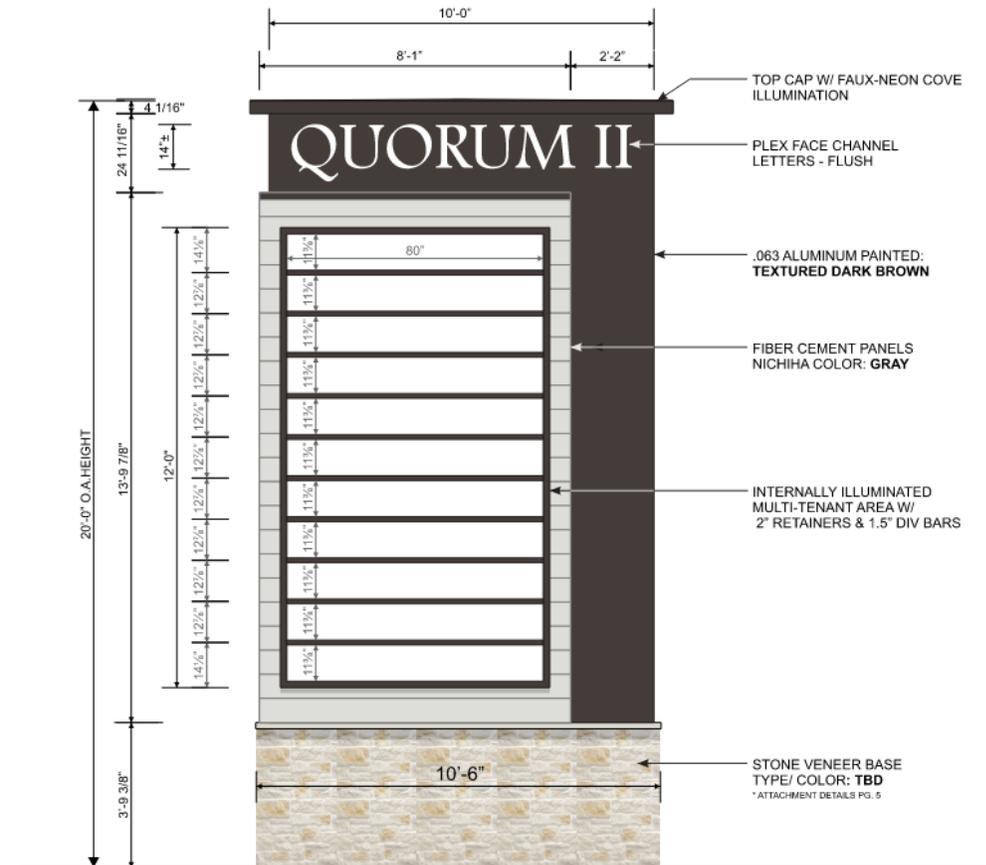
EAST PYLON EXISTING CONDITIONS

Case MR2025-03 Quorum II

ADDISON

SIGN CODE COMPLIANCE REVIEW

- The detached monument sign exceeds the current maximum height and area for a multi-tenant sign:
 - Required Height: 8 Feet
 - Proposed Height: 20 Feet
 - Required Area: 72 Square Feet
 - Proposed Area: 190 Square Feet
- Applicant Justification:
 - Desires for a more architecturally interesting and appealing sign design than the base sign code allows. This is one of several site enhancements that is proposed to revitalize the retail center.



A·B

D/F MULTI-TENANT PYLON (EAST)

QTY: (2) REQ'D

ALTERNATIVE SIGN DESIGN PURPOSE:

- It is not the intention of these regulations to discourage innovation. Applications for alternative sign designs may be submitted that, while clearly not conforming to this section and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.

ALTERNATIVE SIGN DESIGN CRITERIA:

1. Is necessary because enforcement of the requirement prevents any reasonable opportunity to provide adequate signs on the site, considering the unique features of a site including its dimensions, landscaping, or topography;
2. Will not have a substantially adverse effect on neighboring properties; and
3. Will not substantially conflict with the purpose and standards of this article.

Proposal does meet hardship criteria:

- The sign cabinet, which advertises the businesses, is approximately 77 square feet, which is consistent with the maximum allowed area. The additional architectural elements, which create a positive contribution to the visual environment, cause the total area to significantly exceed the allowable area.
- The UDC sign regulations do not account for a hybrid pole/monument sign design. The proposed sign is consistent with the maximum height for a pole sign.
- Staff does not anticipate adverse impacts on neighboring properties or will conflict with the purpose or standards of the sign regulations.

RECOMMENDATION:

Town staff has reviewed the proposal and determined that it does comply with the Town's criteria for Alternative Sign Design.

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS, GRANTING A ALTERNATIVE SIGN DESIGN TO SECTION 5.9 OF THE UNIFIED DEVELOPMENT CODE (UDC), WITHIN APPENDIX A OF THE CODE OF ORDINANCES FOR QUORUM II, A RETAIL CENTER LOCATED AT 4900 BELT LINE ROAD, TO ALLOW A DETACHED MONUMENT SIGN TO EXCEED THE MAXIMUM HEIGHT AND MAXIMUM AREA; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 5.9 of the Unified Development Code, within Appendix A of the Code of Ordinances, regulates signage in the Town of Addison; and

WHEREAS, Section 5.9.6 permits the City Council to approve alternative designs to provisions of Section 5.9 in cases that have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment; and

WHEREAS, the City Council has determined that the grant of the alternative sign design contained herein is in the best interest of the public and positively contributes to the visual aesthetic of the Town.

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

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

SECTION 2. A alternative sign design to Section 5.9 of the Unified Development Code, within Appendix A of the Code of Ordinances, is hereby granted for Quorum II, a retail center located at 4900 Belt Line Road, to allow a detached monument sign to exceed the maximum height and maximum area, as depicted in **Exhibit A**. Except as permitted herein, all other signage on the property shall comply with Appendix A of the Code of Ordinances.

SECTION 3. Any person, firm, corporation or other business entity violating any of the provisions or terms of this Ordinance shall, in accordance with the Town of Addison Code of Ordinances, be fined, upon conviction, in an amount of not more than Five Hundred and No/00 Dollars (\$500.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

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

PASSED AND APPROVED by the City Council of the Town of Addison, Texas, on this the 9TH day of DECEMBER 2025.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

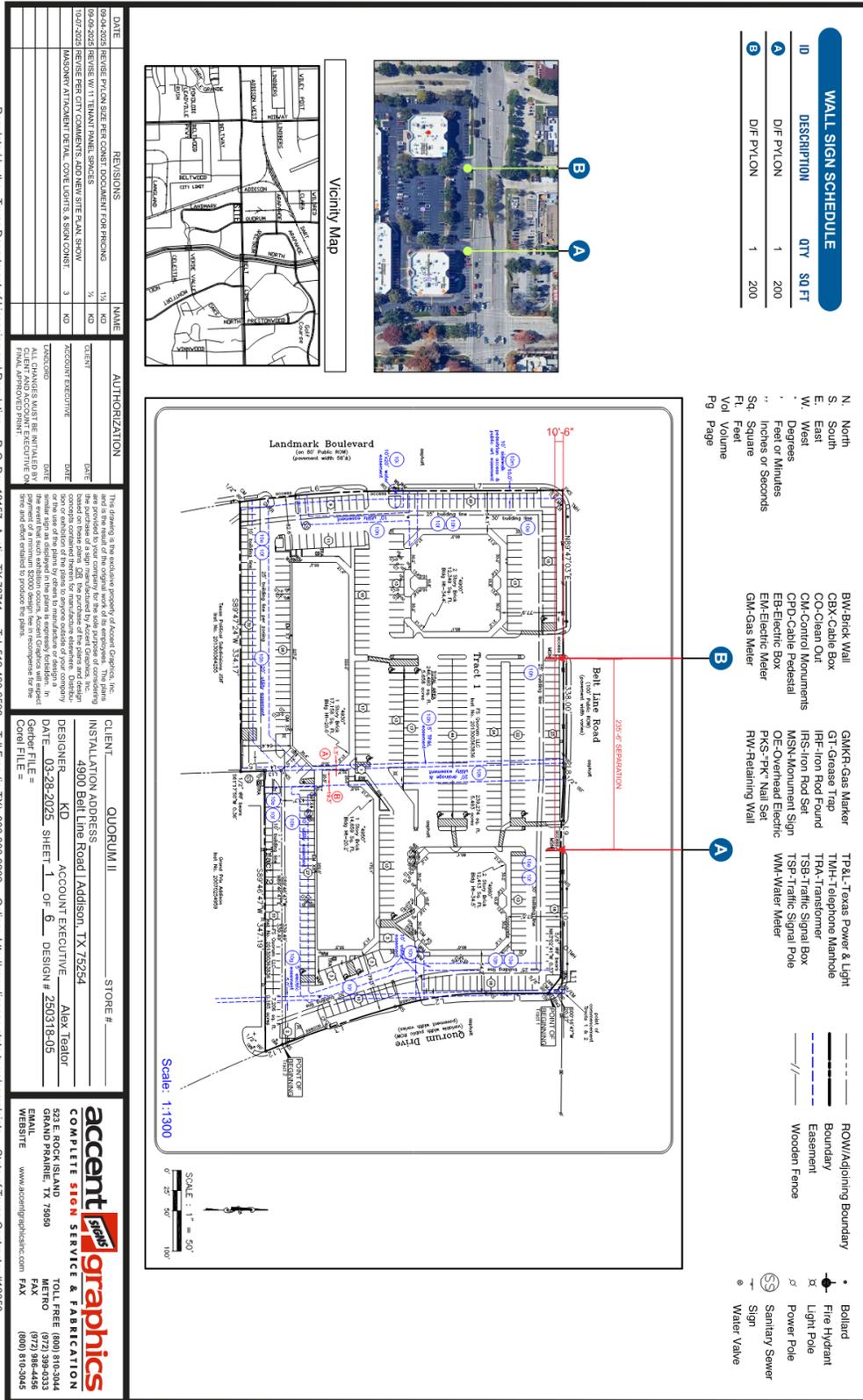
ATTEST:

APPROVED AS TO FORM:

Valencia Garcia, City Secretary

Whitt Wyatt, City Attorney

EXHIBIT A



250318 ADDISON, TX

QUORUM II

WALL SIGN SCHEDULE

ID	DESCRIPTION	QTY	SQ FT
A	D/F PYLON	1	200
B	D/F PYLON	1	200

N. North
S. South
E. East
W. West
' Degrees
' Feet or Minutes
'' Inches or Seconds
Sq. Square
Ft. Feet
Vol Volume
Pg Page

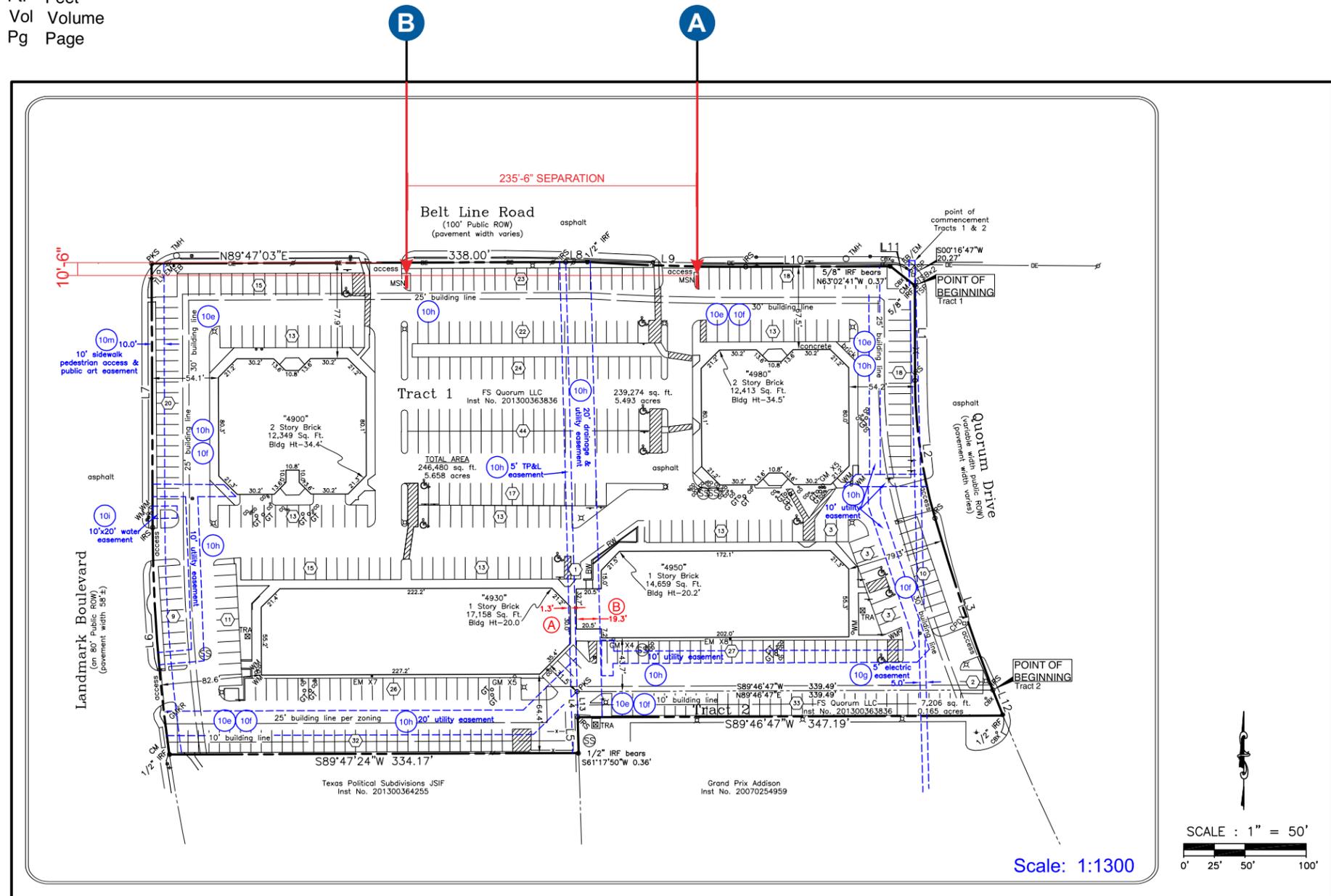
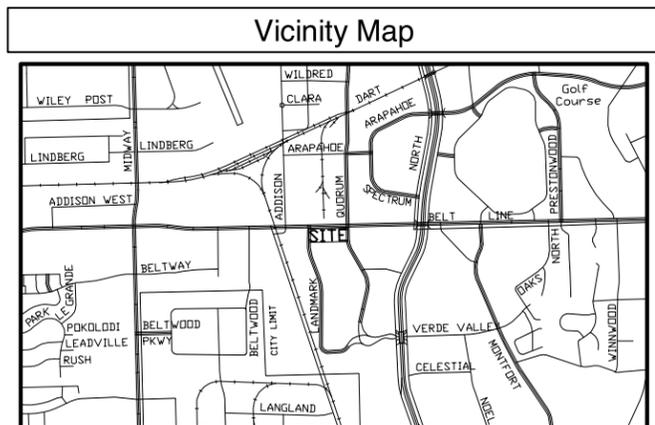
BW-Brick Wall
CBX-Cable Box
CO-Clean Out
CM-Control Monuments
CPD-Cable Pedestal
EB-Electric Box
EM-Electric Meter
GM-Gas Meter

GMKR-Gas Marker
GT-Grease Trap
IRF-Iron Rod Found
IRS-Iron Rod Set
MSN-Monument Sign
OE-Overhead Electric
PKS-"PK" Nail Set
RW-Retaining Wall

TP&L-Texas Power & Light
TMH-Telephone Manhole
TRA-Transformer
TSB-Traffic Signal Box
TSP-Traffic Signal Pole
WM-Water Meter

--- ROW/Adjoining Boundary
--- Boundary
--- Easement
// Wooden Fence

• Bollard
● Fire Hydrant
⊗ Light Pole
⊗ Power Pole
⊗ Sanitary Sewer
⊗ Sign
⊗ Water Valve



DATE	REVISIONS	NAME
09-04-2025	REVISE PYLON SIZE PER CONST. DOCUMENT FOR PRICING	1 1/2 KD
09-09-2025	REVISE W/ 11 TENANT PANEL SPACES	1/2 KD
10-07-2025	REVISE PER CITY COMMENTS, ADD NEW SITE PLAN, SHOW MASONRY ATTACHMENT DETAIL, COVE LIGHTS, & SIGN CONST.	3 KD

AUTHORIZATION	
CLIENT	DATE
ACCOUNT EXECUTIVE	DATE
LANDLORD	DATE

ALL CHANGES MUST BE INITIALED BY CLIENT AND ACCOUNT EXECUTIVE ON FINAL APPROVED PRINT.

This drawing is the exclusive property of Accent Graphics, Inc. and is the result of the original work of its employees. The plans are provided to your company for the sole purpose of considering the purchase of a sign manufactured by Accent Graphics, Inc. based on these plans OR the purchase of the plans and design concepts contained therein for manufacture elsewhere. Distribution or exhibition of the plans to anyone outside of your company or the use of the plans by others to manufacture or design a similar sign as displayed in the plans is expressly forbidden. In the event that such exhibition occurs, Accent Graphics will expect payment of a minimum \$2000 design fee in recompense for the time and effort entailed to produce the plans.

CLIENT QUORUM II STORE # _____
 INSTALLATION ADDRESS _____
 4900 Belt Line Road | Addison, TX 75254
 DESIGNER KD ACCOUNT EXECUTIVE Alex Teator
 DATE 03-28-2025 SHEET 1 OF 6 DESIGN # 250318-05
 Gerber FILE = _____
 Corel FILE = _____

accent signs graphics
 COMPLETE SIGN SERVICE & FABRICATION

523 E. ROCK ISLAND TOLL FREE (800) 810-3044
 GRAND PRAIRIE, TX 75050 METRO (972) 399-0333
 EMAIL FAX (972) 986-4456
 WEBSITE www.accentgraphicsinc.com FAX (800) 810-3045

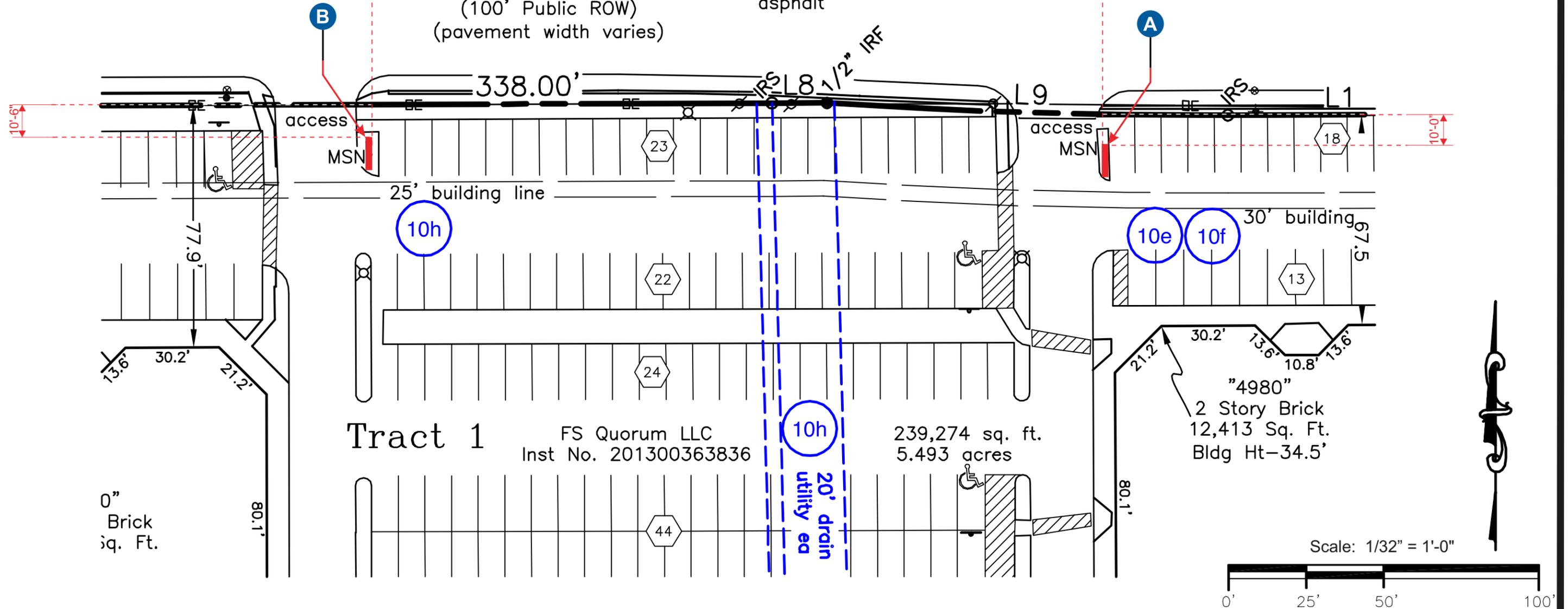
ZOOMED IN VIEW OF
MUTLI-TENANT PYLON
LOCATIONS

235'-6" SEPARATION

Belt Line Road

(100' Public ROW)
(pavement width varies)

asphalt



Tract 1

FS Quorum LLC
Inst No. 201300363836

239,274 sq. ft.
5.493 acres

"4980"
2 Story Brick
12,413 Sq. Ft.
Bldg Ht-34.5'

0" Brick
sq. Ft.

Scale: 1/32" = 1'-0"

DATE	REVISIONS	NAME	AUTHORIZATION
09-04-2025	REVISE PYLON SIZE PER CONST. DOCUMENT FOR PRICING	1 1/2 KD	
09-09-2025	REVISE W/ 11 TENANT PANEL SPACES	1/2 KD	
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CLIENT	DATE
ACCOUNT EXECUTIVE	DATE
LANDLORD	DATE

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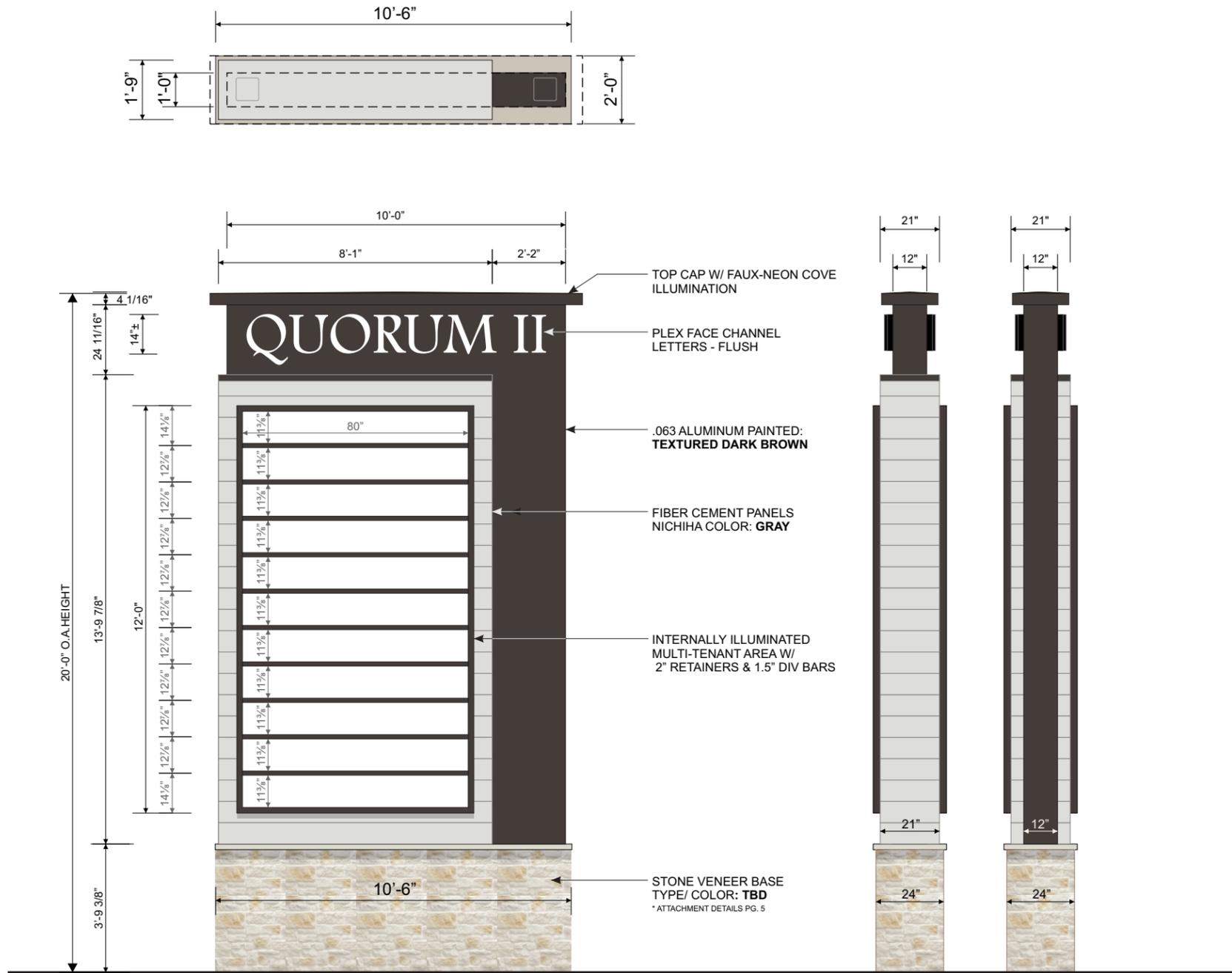
CLIENT	QUORUM II	STORE #	
INSTALLATION ADDRESS	4900 Belt Line Road Addison, TX 75254		
DESIGNER	KD	ACCOUNT EXECUTIVE	Alex Teator
DATE	03-28-2025	SHEET	2 OF 6 DESIGN # 250318-05
Gerber FILE =			
Corel FILE =			

accent SIGNS graphics
COMPLETE SIGN SERVICE & FABRICATION

523 E. ROCK ISLAND
GRAND PRAIRIE, TX 75050

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FAX (972) 986-4456
FAX (800) 810-3045

EMAIL
WEBSITE www.accentgraphicsinc.com



WEST PYLON EXISTING CONDITIONS



EAST PYLON EXISTING CONDITIONS

A·B D/F MULTI-TENANT PYLON (EAST)
QTY: (2) REQ'D

200 SQ. FT.

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

DATE	REVISIONS	NAME
09-04-2025	REVISE PYLON SIZE PER CONST. DOCUMENT FOR PRICING	1 1/2 KD
09-09-2025	REVISE W/ 11 TENANT PANEL SPACES	1/2 KD
10-07-2025	REVISE PER CITY COMMENTS, ADD NEW SITE PLAN, SHOW MASONRY ATTACHMENT DETAIL, COVE LIGHTS, & SIGN CONST.	3 KD

AUTHORIZATION	
CLIENT	DATE
ACCOUNT EXECUTIVE	DATE
LANDLORD	DATE

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CLIENT QUORUM II STORE # _____
 INSTALLATION ADDRESS _____
 4900 Belt Line Road | Addison, TX 75254
 DESIGNER KD ACCOUNT EXECUTIVE Alex Teator
 DATE 03-28-2025 SHEET 3 OF 6 DESIGN # 250318-05
 Gerber FILE = _____
 Corel FILE = _____

accent signs graphics
 COMPLETE SIGN SERVICE & FABRICATION
 523 E. ROCK ISLAND GRAND PRAIRIE, TX 75050
 TOLL FREE (800) 810-3044
 METRO (972) 399-0333
 FAX (972) 986-4456
 EMAIL (800) 810-3045
 WEBSITE www.accentgraphicsinc.com

2025 City Council Regular Meeting

6. c.

Meeting Date: 12/09/2025
Department: City Manager
Key Focus Areas: Community Engagement

AGENDA CAPTION:

Present, discuss, and consider action on a Resolution nominating four (4) citizens to serve on the Planning & Zoning Commission for two-year terms commencing January 1, 2026, and providing an effective date.

BACKGROUND:

Historically, the City Council reviews the standing board and commission memberships in the last quarter of each calendar year. Notifications were made to the community informing individuals interested in serving on the Planning & Zoning Commission of the opportunity to apply. The application deadline was set for December 2, 2025. All current Commission members with expiring terms were notified and were asked to complete and submit a new application indicating their interest in continuing their service. City Council members have been provided with a complete list of applicants and their respective applications.

The Planning & Zoning Commission has four (4) members with terms expiring on December 31, 2025. The table below indicates the Commissioners' terms and other important information. Commission members may serve up to three (3) consecutive two-year terms. The next term of service begins in January 2026 and expires in December 2027.

Place	Current Commissioner	Previous Nominating Council Member	Next Nominating Council Member
4	Tom Braun	N. Craig	R. Smith
5	Jimmy Barker	M. Willesen	M. Willesen
6	EJ Copeland	D. Liscio	D. Liscio
7	Chelsey Smith	B. Arfsten	B. Arfsten

FISCAL IMPACT

N/A

RECOMMENDATION

Staff seeks Council direction on nominations.

Attachments

- Presentation - 2026 Planning & Zoning Commission Nominations
 - Resolution - 2026 Planning & Zoning Commission Nominations
 - 2026 Boards & Commissions Applicant Summary
-

2026 Planning & Zoning Commission Nominations

December 9, 2025

Valencia Garcia, City Secretary

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 element on the right side of the slide, consisting of a blue triangle pointing downwards, with a white circle in the center containing the word "ADDISON".

ADDISON

- Historically, Council reviews boards & commissions memberships to make appointments during the last quarter of the calendar year.
- Notifications were made to the community informing individuals interested in serving on the Planning & Zoning Commission of the opportunity to apply.
- Current Commissioners with expiring terms were notified and asked to submit a new application to seek re-appointment.
- Application deadline was December 2, 2025.
- Council was provided with a complete list of applicants and their respective applications.

2026 Planning & Zoning Commission Nominations

- The Planning & Zoning Commission has four (4) Commissioners with terms expiring on December 31, 2025.
- Commissioners may serve up to three (3) consecutive two-year terms.
- The next term of service begins in January 2026 and expires in December 2027.

Place	Current Commissioner	Previous Nominating Council Member	Next Nominating Council Member
4	Tom Braun	N. Craig	R. Smith
5	Jimmy Barker	M. Willesen	M. Willesen
6	EJ Copeland	D. Liscio	D. Liscio
7	Chelsey Smith	B. Arfsten	B. Arfsten

To make 2026 nominations:

Each nominating Council Member must make an individual motion for their nomination:

- Mayor Arfsten
- Mayor Pro-Tempore Willesen
- Council Member Liscio
- Council Member Smith

Each motion requires a vote of entire Council to pass.

Questions?

RESOLUTION NO. R25-

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS NOMINATING FOUR MEMBERS TO SERVE ON THE PLANNING & ZONING COMMISSION FOR A TWO-YEAR TERM COMMENCING JANUARY 1, 2026 AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the terms for the current Planning & Zoning Commission members serving in Place 4, Place 5, Place 6, and Place 7 will expire on December 31, 2025; and

WHEREAS, the Town solicited applications from all residents of the Town for nominations to the Town's Boards and Commissions.

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

SECTION 1. The following nominations are made to the Addison Planning & Zoning Commission to serve two-year terms ending on December 31, 2027 or until their successor is appointed and duly authorized to serve.

Place #	Appt. By:	Appointment
4	R. Smith	
5	M. Willesen	
6	D. Liscio	
7	B. Arfsten	

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 9th day of **DECEMBER 2025**.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

2026 Board / Commission Applicants Summary

First Name	Last Name	P&Z	BZA	Special	Notes
Aaron (AJ)	Benjamin	X		Yes	
Curtis	Green	X		Yes	
Chelsey	Smith	X		Yes	
David	Collins	X		Yes	
EJ	Copeland	X		Yes	
Elizabeth	Jones	X	X	Yes	
Eileen	Resnik	X		Yes	
Jimmy	Barker	X		Yes	
James	Peck		X	Yes	
Joseph	Pedroza	X	X	Yes	
Kristie	Scarborough	X	X	Yes	
Mike	O'Neal	X		Yes	
Scott	Hunt	X	X	Yes	
Shelia	Wooldridge		X	Yes	
Thomas	Braun	X		Yes	
William	Borrelli	X		Yes	

2025 City Council Regular Meeting

6. d.

Meeting Date: 12/09/2025
Department: City Secretary
Key Focus Areas: Community Engagement

AGENDA CAPTION:

Present, discuss, and consider action on a Resolution nominating four (4) citizens to serve on the Board of Zoning Adjustment for two-year terms commencing January 1, 2026, and providing an effective date.

BACKGROUND:

Historically, the City Council reviews the standing board and commission memberships in the last quarter of each calendar year. Notifications were made to the community informing individuals interested in serving on the Board of Zoning Adjustment of the opportunity to apply. The application deadline was set for December 2, 2025. All current Board members with expiring terms were notified and were asked to complete and submit a new application indicating their interest in continuing their service. City Council members have been provided with a complete list of applicants and their respective applications.

The Board of Zoning Adjustment has four (4) members with terms expiring on December 31, 2025. The table below indicates the members' terms and other important information. Board members may serve up to three (3) consecutive two-year terms. The next term of service begins in January 2026 and expires in December 2027.

Place	Current Board Member	Previous Nominating Council Member	Next Nominating Council Member
4	James Peck	N. Craig	R. Smith
5	Mike O'Neal	M. Willesen	M. Willesen
6	John Eaglen	D. Liscio	D. Liscio
7	Shelia Wooldridge	B. Arfsten	B. Arfsten

FISCAL IMPACT

N/A

RECOMMENDATION

Staff seeks Council direction on nominations.

Attachments

- Presentation - 2026 Board of Zoning Adjustment Nominations
 - Resolution - 2026 Board of Zoning Adjustment Nominations
 - 2026 Boards & Commissions Applicant Summary
-

2026 Board of Zoning Adjustment Nominations

ADDISON

December 9, 2025

Valencia Garcia, City Secretary

- Historically, Council reviews boards & commissions memberships to make appointments during the last quarter of the calendar year.
- Notifications were made to the community informing individuals interested in serving on the Board of Zoning Adjustment of the opportunity to apply.
- Current Board members with expiring terms were notified and asked to submit a new application to seek re-appointment.
- Application deadline was December 2, 2025.
- Council was provided with a complete list of applicants and their respective applications.

2026 Board of Zoning Adjustment Nominations

- The Board of Zoning Adjustment has four (4) Board members with terms expiring on December 31, 2025.
- Board members may serve up to three (3) consecutive two-year terms.
- The next term of service begins in January 2026 and expires in December 2027.

Place	Current Board Member	Previous Nominating Council Member	Next Nominating Council Member
4	James Peck	N. Craig	R. Smith
5	Mike O'Neal	M. Willesen	M. Willesen
6	John Eaglen	D. Liscio	D. Liscio
7	Shelia Wooldridge	B. Arfsten	B. Arfsten

To make 2026 nominations:

Each nominating Council Member must make an individual motion for their nomination:

- Mayor Arfsten
- Mayor Pro-Tempore Willesen
- Council Member Liscio
- Council Member Smith

Each motion requires a vote of entire Council to pass.

Questions?

RESOLUTION NO. R25-

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS NOMINATING FOUR MEMBERS TO SERVE ON THE BOARD OF ZONING ADJUSTMENT FOR A TWO-YEAR TERM COMMENCING JANUARY 1, 2026 AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 2 of the Town of Addison Code of Ordinances, the Addison Board of Zoning Adjustment is comprised of seven (7) members serving a two-year term; and

WHEREAS, the terms for the current Board of Zoning Adjustment members serving in Place 4, Place 5, Place 6, and Place 7 will expire on December 31, 2025; and

WHEREAS, the Town solicited applications from all residents of the Town for nominations to the Town's Boards and Commissions.

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

SECTION 1. The following nominations are made to the Addison Board of Zoning Adjustment to serve two-year terms ending on December 31, 2027 or until their successor is appointed and duly authorized to serve.

Place #	Appt. By:	Appointment
4	R. Smith	
5	M. Willesen	
6	D. Liscio	
7	B. Arfsten	

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 9th day of **DECEMBER 2025**.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

2026 Board / Commission Applicants Summary

First Name	Last Name	P&Z	BZA	Special	Notes
Aaron (AJ)	Benjamin	X		Yes	
Curtis	Green	X		Yes	
Chelsey	Smith	X		Yes	
David	Collins	X		Yes	
EJ	Copeland	X		Yes	
Elizabeth	Jones	X	X	Yes	
Eileen	Resnik	X		Yes	
Jimmy	Barker	X		Yes	
James	Peck		X	Yes	
Joseph	Pedroza	X	X	Yes	
Kristie	Scarborough	X	X	Yes	
Mike	O'Neal	X		Yes	
Scott	Hunt	X	X	Yes	
Shelia	Wooldridge		X	Yes	
Thomas	Braun	X		Yes	
William	Borrelli	X		Yes	

2025 City Council Regular Meeting

6. e.

Meeting Date: 12/09/2025

Department: City Secretary

Key Focus Areas: Financial Health and Organizational Excellence

AGENDA CAPTION:

Present, discuss, and consider action on a Resolution casting the Town of Addison's allocated votes for a Suburban Cities Representative to the Dallas Central Appraisal District Board of Directors.

BACKGROUND:

The Town has received notice from Dallas Central Appraisal District's (DCAD) Chief Appraiser, Shane Docherty, that the nomination process for persons to serve on this Board has been completed. By state law, the Town is required to vote by official ballot resolution. Should the Town choose to abstain from voting, that must be submitted to Mr. Docherty in writing.

The Dallas Central Appraisal District has five members on its Board of Directors, including Dallas County Tax Assessor/Collector as an ex-officio member, representing the following groups:

- Dallas County
- City of Dallas
- Dallas Independent School District
- Suburban Cities
- Suburban School District

The nominees for the 2026 DCAD Board of Directors election are as follows:

- Kevin Carbo, Sr.
- Johnnae' Cortez
- John Cote
- Clyde Hairston
- Marion Hamilton
- Carter Holton
- Pauline Medrano
- Elishima Myles
- Larry Offutt
- William David Palmer
- Cassandra Phillips
- America Rodriguez
- Yemi Salau

The Town of Addison has been allocated 10 votes. DCAD calculates each taxing entity's vote allocation every year based on the previous year's taxing unit percentage of total taxes imposed. Council may choose to cast all 10 votes for one candidate or may distribute the 10 votes across multiple candidates. Once all votes are received and counted by the DCAD Chief Appraiser, the two candidates who received the largest number of cumulative votes will be declared as elected.

For the 2025 DCAD Board of Directors election, the City Council was allocated 25 votes and [voted to cast them all for Clyde C. Hairston](#).

FISCAL IMPACT

N/A

RECOMMENDATION

Staff seeks Council direction on distribution of the Town's allocated votes.

Attachments

Presentation - 2026 DCAD Board of Directors Election

Resolution - 2026 DCAD Board of Directors Election

2026 DCAD Election Nominee Resumes

2026 DCAD Election Memo

2026 DCAD Election Tax Unit Vote Calculation

2026 DCAD Board of Directors Election



ADDISON

December 9, 2025

Valencia Garcia, City Secretary

- The Town received notice from Dallas Central Appraisal District's (DCAD) Chief Appraiser, Shane Docherty, that the nomination process for the Board has been completed.
- The Dallas Central Appraisal District has five members on its Board of Directors, including Dallas County Tax Assessor/Collector as an ex-officio member, representing the following groups:
 - Dallas County
 - City of Dallas
 - Dallas Independent School District
 - Suburban Cities
 - Suburban School District

The Town has been allocated **10** votes as a taxing entity.

- DCAD calculates each taxing entity's vote allocation every year based on the previous year's taxing unit percentage of total taxes imposed.
- The Town may cast all 10 votes for one candidate or distribute its 10 votes across multiple candidates.
- By State law, the Town is required to vote by official ballot resolution. Should the Town choose to abstain from voting, that must be submitted in writing.

For the 2025 DCAD Board of Directors election, the City Council was allocated 25 votes and [voted to cast them all for Clyde C. Hairston.](#)

2026 DCAD Board of Director Nominees

The nominees for the 2026 DCAD Board of Directors election are as follows:

2026 DCAD Board of Directors Election Nominees	
Kevin Carbo Sr.	Elishima Myles
Johnnae' Cortez	Larry Offutt
John Cote	William David Palmer
Clyde Hairston	Cassandra Phillips
Marion Hamilton	America Rodriguez
Carter Holton	Yemi Salau
Pauline Medrano	

Questions?

RESOLUTION NO. R25-

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON TEXAS CASTING ITS VOTES FOR A MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Dallas Central Appraisal District Chief Appraiser has provided the participating taxing units eligible to vote the nominees for the Dallas Central Appraisal District Board of Directors in accordance with the Texas Property Tax Code;

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

SECTION 1. That the Town of Addison does hereby cast its votes in accordance with the attached ballot, for a member of the Board of Directors of the Dallas Central Appraisal District.

SECTION 2. This Resolution shall become effective immediately from and after date of adoption.

DULY RESOLVED AND ADOPTED by the City Council of the Town of Addison, on this the **9th** day of **DECEMBER 2025**.

TOWN OF ADDISON, TEXAS

Bruce Arfsten, Mayor

ATTEST:

Valencia Garcia, City Secretary

Dallas Central Appraisal District Official Ballot
Election of Members to the Board of Directors

Below are the candidates for appointment to the two (2) positions on the Board, listed alphabetically. Please indicate your taxing unit's vote(s) by entering the number of votes to the right of the candidate(s) of choice.

Nominee Name	Votes
Kevin Carbo, Sr.	
Johnnae' Cortez	
John Cote	
Clyde Hairston	
Marion Hamilton	
Carter Holton	
Pauline Medrano	
Elishima Myles	
Larry Offutt	
William David Palmer	
Cassandra Phillips	
America Rodriguez	
Yemi Salau	

Submit this official ballot before December 15, 2025, to Chief Appraiser, Shane Docherty, via email DcadElections@dcad.org and mail a hardcopy to Shane Docherty, Executive Director/Chief Appraiser, 2949 N. Stemmons Fwy., Dallas, Texas 75247.

Please attach this ballot to the resolution passed by your taxing unit authorizing the taxing unit vote.

Kevin Carbo

Biography of a Servant Leader

My name is Kevin Carbo. I was born in New York, lived in Puerto Rico and moved to Texas in 1984. I have lived in Texas most of my life and this is home.

I earned a bachelor's degree in finance from Dallas Baptist University and an MBA from the University of Dallas. I was employed at Dallas Love Field as a Manager II and have worked in the banking and insurance industries. My wife, Jossie, and I have two children that were educated through the Mesquite ISD system, and we enjoy our six grandchildren. I currently work for the City of Mesquite.

My involvement with leadership in MISD began in the 1990s as a PTA parent where I ultimately served as first vice-president of the Mesquite Council of PTA's. I have been blessed to participate and lead several programs. For example:

- Current: School Board Trustee for Mesquite ISD since 1996 (29 years)
- 1998 graduate of Leadership TASB – Attained the designation of Master Trustee
- Current: Director of the Texas Association of School Boards BOD (7 years)
- Current: Vice-Chair of the Dallas Central Appraisal District BOD
- Current: Board member of the Mesquite Heart Association (4 years)
- Past-President of NTAASB (2 Years).
- Served on the Risk Management Fund Board for 12 years, including the last five years I served as Chairman of the BOD.
- Served as Chair of the National Hispanic Council (a Council of NSBA, 3 years)
- Sat as a Director on the National School Board Association (NSBA) BOD
- President of a Local Bowling league (13 years)
- Served as Chairman of Circle Ten Tomahawk District for three (3) years
- Coached youth baseball and soccer leagues
- Served my Church as a youth leader
- Keynote speaker at Jr. ROTC banquets and other school functions.
- Keynote speaker for Concilio which is an association that helps school kids, and their parent better understand the rigors of school life and wait awaits after graduation.

I am active in the community by attending and presenting information in forums, town hall meetings and local club meetings.

My passion has always been to help others do better. I love the job I am doing for Texas Public Education, and I firmly believe that the work we do is of the utmost importance to the future of our State and Country.

Thank you for the privilege of your time.

Respectfully,

Kevin Carbó

Johnnaé Cortez, MSSW

Lancaster Independent School District

School Board Trustee – District 3

Johnnaecortez@LancasterISD.org

469-552-5593



Johnnaé Cortez was born in Omaha, Nebraska where she learned at an early age she wanted to help people. At the age of six her family moved to the Great State of Texas where she has made her home. Johnnaé graduated with honors from The High School for Health Professions and later graduated with a double major in Psychology and Social Work from East Texas State University in Commerce, Texas. In December of 2008, Cortez received her Master of Science in Social Work Degree from the University of Texas at Arlington 3 days before giving birth to her now sixteen-year-old son and Lancaster ISD Early College Student.

Johnnaé retired in August of 2025 after 27 years of service with the **Texas Department of Family & Protective Services**. Johnnaé has been a social worker for over 30 years serving our most vulnerable citizens of Texas. Throughout her career with Child Protective Services, she has had the opportunity to use crisis intervention skills and community networking to build better community foundations of support. Johnnaé has worked in the field of investigations as a forensic interviewer, an in-home family service assessor, grant writer, and mediator. She is a Subject Matter Expert in the field of child abuse and neglect, family violence, and crisis intervention. Cortez has received many accolades and awards in the areas of child maltreatment and community social service work, impacting the misfortunate and weak. Johnnae is no stranger to crisis. In 2008, she worked as an investigator in the largest child welfare case in Texas history, Hurricane Katrina, Hurricane Harvey, and most recently the COVID-19 pandemic. Johnnae sees matters from “a different lens” and turns a crisis into opportunities to network with other front-line providers and identify resources for impacted children, families, and other vulnerable populations.

Johnnae is a long-standing member of St. Paul Baptist Church. She is a 32-year member of Delta Sigma Theta Sorority Incorporated. Johnnaé is a pillar in the Lancaster Community without pause. She is a Charter Member of the Lancaster New Centennial Lions Club and the past President of the Lancaster Middle School PTA where she chartered. She serves on the Lancaster ISD Capital Outlay Committee and in 2018 was appointed to the Lancaster ISD School Health Advisory Council after her advocacy in 2017 for Lancaster ISD students receiving a much-needed medical device. She has spent countless hours volunteering within Lancaster ISD and advocating for all students and families. On May 3, 2025, Johnnae Cortez was elected as the Lancaster ISD School Board Trustee for District 3. Johnnaé takes personal interest in preserving and improving the overall quality of Lancaster ISD and will ensure families and the community have a voice (as partners) in ensuring all students receive a quality education.



CLYDE C. HAIRSTON

Mayor, City of Lancaster

EDUCATION

DOCTORATE OF RELIGIOUS PHILOSOPHY (PH.D)
TABERNACLE BIBLE COLLEGE
-TAMPA FL

MASTERS OF DIVINITY
TABERNACLE BIBLE COLLEGE
-TAMPA FL

BACHELORS OF ARTS IN BIBLICAL STUDIES AND THEOLOGY
MINNESOTA GRADUATE SCHOOL OF THEOLOGY
-BROOKLYN CENTER, MN

CERTIFICATE OF DIPLOMA IN BIBLICAL STUDIES AND THEOLOGY
DAYSPRINGS BIBLE COLLEGE INSTITUTE AND SEMINARY
-TAMPA FL

CONTACT

Email: chairston@lancaster-tx.com
Phone: (469) 970-4432
Mailing Address: P.O. Box 940,
Lancaster, TX 75146

CAREER HIGHLIGHTS



Mayor Clyde C. Hairston has been a dedicated public servant and influential community leader in Lancaster, Texas, for over 33 years. His commitment to fostering unity and progress began with his appointment to the Human Relations Commission, a citizens' forum established to promote racial harmony within the city.

In a historic move, Mayor Hairston was appointed as Lancaster's first official Chaplain by city council resolution. He subsequently served as the District 5 City Councilmember for 11 years. During his tenure, he was elected by his peers to serve three consecutive terms as Deputy Mayor Pro Tempore. In May 2018, he was elected Mayor and is currently serving his second term, which extends through May 2027.

Mayor Hairston is a Certified Municipal Official (CMO) through the Texas Municipal League Institute (TMLI), having completed comprehensive training in Open Government, the Open Meetings Act, and the Public Information Act. In February 2021, he received additional TMLI certifications, including the Certificate of Recognition and the Certificate of Outstanding Accomplishment .

His extensive civic involvement includes service on the Lancaster Outreach Center Board of Directors and as Senior Chaplain for Dallas County Constable Precinct One from 2007 to 2010. He also led the Lancaster Interdenominational Ministerial Alliance (LIMA) as President for four years and currently serves as its Treasurer. Mayor Hairston is an active board member of the North Central Texas Housing and Finance Corporation (NCTHFC) and a member of the Metroplex Mayors Association.

Throughout his public service career, Mayor Hairston has contributed to numerous city boards and commissions, including the Library Board, Parks and Recreation (4B) Board, Airport Board, Museum Board, and Civic Service Commission. He was instrumental in the development of Meadowcreek Community Park, providing a vital recreational space for families and youth. From 2010 to 2018, he partnered with the Lancaster Independent School District (LISD) to support educational initiatives.

Mayor Hairston actively engages with the community through events such as the My Brother's Keeper Summit, aimed at empowering young men, and the Back to School Red Carpet Day, where he welcomes students at the start of the academic year. He firmly believes in the power of collective effort, often stating, "It's not about me, it's about we."

"It's not about me, it's about we" -**Mayor Clyde C. Hairston**



CLYDE C. HAIRSTON

Mayor, City of Lancaster

EDUCATION

DOCTORATE OF RELIGIOUS PHILOSOPHY (PH.D)
TABERNACLE BIBLE COLLEGE
-TAMPA, FL

MASTERS OF DIVINITY
TABERNACLE BIBLE COLLEGE
-TAMPA, FL

BACHELORS OF ARTS IN BIBLICAL STUDIES AND THEOLOGY
MINNESOTA GRADUATE SCHOOL OF THEOLOGY
-BROOKLYN CENTER, MN

CERTIFICATE OF DIPLOMA IN BIBLICAL STUDIES AND THEOLOGY
DAYSPRINGS BIBLE COLLEGE INSTITUTE AND SEMINARY
-TAMPA, FL

CONTACT

Email: chairston@lancaster-tx.com
Phone: (469) 970-4432
Mailing Address: P.O. Box 940,
Lancaster, TX 75146

PROFESSIONAL SUMMARY

Mayor of Lancaster, Texas, with 33+ years in local government and community engagement. Certified Municipal Official known for transparent, equitable, and strategic leadership.

WORK EXPERIENCE

- **JANUARY 1989-PRESENT**
SENIOR PASTOR
MIRACLE TEMPLE FELLOWSHIP CHURCH
 - Provide spiritual leadership and administrative oversight to Miracle Temple Fellowship Church, guiding its mission as the body of Christ. Lead in preaching, teaching, sacraments, worship, stewardship, and outreach.
- **SEPTEMBER 2009- JUNE 2017**
PARTNER IN EDUCATION
LANCASTER INDEPENDENT SCHOOL DISTRICT
 - Provided assistance to teachers and administrators throughout the district.
- **FEBRUARY 1989-JANUARY 1989**
MEDIA DELIVERY DRIVER
DALLAS COUNTY SCHOOLS, MEDIA DEPARTMENT
 - Delivered media materials to area school districts in Dallas County.
- **JANUARY 1988-JANUARY 1989**
HOUSE SUPERVISOR-COMMUNITY CORRECTIONS PROGRAM
VOLUNTEERS OF AMERICA
 - Monitored and managed daily operations of the residential program, ensuring compliance with VOA policies and procedures in the absence of senior staff.
- **JANUARY 1983-FEBRUARY 1985**
VOLUNTEERS OF AMERICA
WEEKEND COORDINATOR
 - Supervised 12 males with mental challenges, managed daily operations, monitored visits, and oversaw the facility.

COMMUNITY INVOLVEMENT

2024: Lancaster City Council Mayor, Third Term
2021: Lancaster City Council Mayor, Second Term
2018: Lancaster City Council Mayor, First Term
2006: Lancaster City Council Deputy Mayor Pro Tem, District 5
2003: Lancaster City Councilmember, District 5





Marion Hamilton, M.H.A./M.B.A., Manager of the Patient Liaison Services Office at UT Southwestern Medical Center Dallas. Ms. Hamilton is a native of Dallas, TX graduate of Business Management Center H.S. She earned her undergraduate degree from East Texas State/Texas A&M-Commerce and graduate degrees; Masters in Healthcare Administration and Masters in Business Administration from the University of Texas Dallas. Hamilton is a life learner and has a passion for children's education. She has been employed at UT Southwestern since 2005, spending the majority of her time in Clinical Affairs/President's Office and Ambulatory Administration. Throughout her tenure she has strived to excel in her career by participating in various programs/organizations such as Aspiring Leaders, AAE-BRG, and completed a dual Master's program offered by UTSW through UT Dallas. She was elected by colleagues to serve on the UTSW Employee Advisory Council (EAC) from 2018-2020 and continues to volunteer as an alumnus in various events held at the University.

Ms. Hamilton is charged with creating processes, policy implementation, oversight and developing/maintaining an annual budget for the Patient Liaison Services Office, which serves to facilitate patient access to health care specialists. Daily, she oversees/manages the work of departmental employees ensuring that patient's needs are being met. She accurately monitors fiscal and administrative tasks to ensure efficient and effective daily operations.

Currently, Ms. Hamilton serves as the Lancaster Independent School District Board President. She was elected May 2009 and has held all officer positions (President, Vice President, 2nd Vice President, Secretary) multiple times. Ms. Hamilton enjoys sharing her time and knowledge with the students, staff and the community that she resides in to ensure all needs are met academically and financially. Oversight, leadership and operations are her greatest strengths due to her professional career experiences.

Ms. Hamilton is a proud mother of two wonderful adult children Kerinthia Hamilton, MBA graduate of Lamar University and Jeremiah Solomon, BS graduate of Prairie View A&M University. Marion enjoys cooking, reading, traveling, and spending time with family and friends.

Meet the Treasurer

Records Building

(<https://www.google.com/maps/place/500+Elm+St,+Dallas,+TX+75202/@32.7794862,-96.8098036,17z/data=!3m1!4b1!4m5!3m4!1s0x864e99167723a7e5:0x8c910ae1424388d3!8m2!8m1!1s96.8076096>) - 500 Elm Street, Suite 4400, Dallas, TX 75202
(214) 653-7321 • Fax: (214) 653-7705 • 8:00 A.M. - 4:30 P.M., Monday - Friday

Se Habla Español



Pauline Medrano was re-elected Dallas County Treasurer in November 2018, and sworn into office on January 1, 2019. Ms. Medrano has been the Dallas County Treasurer since January 1, 2015. Ms. Medrano brings over 10 years of administrative experience in State and Federal government and 10 years in corporate management.

Pauline Medrano was elected to the Dallas City Council in June of 2005, and re-elected in 2007, 2009, 2011. Ms. Medrano served as Deputy Mayor Pro Tem from 2009-2011 and as Mayor Pro Tem from 2011-2013.

While on the city council Ms. Medrano served as Chair of the Public Safety Committee, Vice Chair Dallas Conventions & Visitors Bureau, Vice Chair of the Quality of Life Committee, Transportation Committee, Housing Committee, Dallas Downtown Inc. and Chaired several Ad HOC committees.

Pauline Medrano was appointed as Vice Chair of the US Census 2010 Advisory Committee by former US Secretary of Commerce, Gary Locke and currently serves as Vice Chair of the City of Dallas Complete Count Committee appointed by the Mayor.

Ms. Medrano is the past President of the National Association of Latino Elected and Appointed Officials (NALEO).

Pauline Medrano is a Dallas County native, raised in the Oak Lawn area of Dallas, and a graduate of Skyline High School. Ms. Medrano earned a Bachelor of Arts degree in Political Science from the University of Texas at Arlington. She is a member of the Oak Cliff Lions Club and the Esperanza “Hope” Medrano elementary school Board of Friends. In addition, Ms. Medrano serves on the Board of Directors for Annie’s Place. She also serves on the National Association of County Officials (NACo) Deferred Compensation and Retirement advisory Committee.

Active in the community, Ms. Medrano has had a life of service and continues down that path as County Treasurer.

As County Treasurer, Pauline Medrano Chairs the County Financial Review Committee, serves on the County Bail Bond Board, and on the Employee Benefits Committee. She is a member of the County Investment Academy with the Texas Association of Counties, and the County Treasurers Association of Texas. She was elected and sworn in as the 1st Vice President of the County Treasurers Association of Texas on September 20, 2023.

The County Treasurer’s Office serves as the chief custodian of county finances; responsible for receiving and accounting for all county funds in the county depository bank and paying, applying or disbursing all county funds in such a manner as directed by Commissioners Court and in conformance with law.

Ms. Medrano is committed to the highest level of customer service, transparency, efficiency and accountability to our county government.

Elishima Myles' Bio

Elishima Myles, MBA, CCT, aPHR | Balch Springs, Texas

Workforce Development Leader | Strategic Program Director | Community Advocate

Elishima Myles is a results-driven and strategically focused professional with over two decades of leadership experience spanning from higher education, government, corporate finance, and workforce development. She currently serves as Workforce Development and Apprenticeship Project Coordinator Relationship Management at Dallas College, where she manages grant-funded initiatives, fosters employer partnerships, and aligns workforce programs with regional economic needs.

Her prior roles include Program Director for Workforce Development and Continuing Education at Dallas College, Talent and Development Specialist at TBK Bank, and Assistant Vice President at J.P. Morgan Chase. Across each role, she has demonstrated a consistent ability to drive operational efficiency, manage multimillion-dollar accounts, and enhance community engagement through innovative workforce solutions.

Elishima holds a Master of Business Administration from Texas A&M University-Commerce and a Bachelor of Science in Business Administration from the University of Southwestern Louisiana. She is also a commissioned Texas Notary Public and certified as an Associate Professional in Human Resources (aPHR), and Contract Training.

In addition to her professional work, Elishima is an active civic leader. She serves as a City Councilmember for the city of Balch Springs, TX, and holds board positions with the Inland Port of Dallas County Local Government Corporation, Leadership Southwest, and Building Better Bridges. Her commitment to community development, economic empowerment, and lifelong learning underscores her dedication to creating lasting impact across sectors.

Larry Offutt

6038 Bryan Parkway

Dallas, Texas 75206

My extensive experience in real estate, business ownership, leadership positions in multinational publicly-traded companies makes me highly qualified to serve on the Dallas Central Appraisal District Board.

1. Real Estate Expertise

- As an owner of both single-family and multifamily housing, I have practical, firsthand knowledge of property values, market trends, and the complexities of real estate transactions. This insight is invaluable when it comes to understanding how properties should be fairly appraised and taxed.

2. Understanding of Property Management

- Managing both single and multifamily properties requires knowledge of maintenance, investment strategies, tenant relations, and compliance with city, county and state property regulations. This background can help me to advocate for fair property tax assessments that reflect the realities of ownership and management.

3. Business Acumen

- Owning and operating both independent and publicly owned businesses gives me critical experience in financial management, budgeting, and strategic decision-making. These skills are directly transferable to overseeing the operations of the appraisal district, including approving budgets and ensuring fiscal responsibility.

4. Familiarity with Public and Private Sectors

- My experience in both independent and publicly owned businesses provides me with a unique perspective on public service, accountability, and transparency, which are essential qualities for someone serving on a public board.

5. Stakeholder Perspective

- As a property owner and business operator, I represent a broad spectrum of the community impacted by property appraisals. I understand the implications of property taxes on individual homeowners and business owners alike, which allows

me to advocate for fair, balanced policies that benefit both groups and the realities of governmental entities.

6. Commitment to Public Service

- Serving on the DCAD Board involves ensuring fairness in the appraisal process, which affects tens of thousands of property owners. My business and real estate experience demonstrate a capacity for leadership, making me an ideal candidate to contribute to the community through the board.

My combined experience in real estate, business ownership and governmental affairs positions me to bring valuable insights and a balanced perspective to the DCAD Board and the citizens it serves.

Community and Volunteer

Dallas City Commissioner appointed by Dallas City Council- Landmark Commission Oct 2021 - Present

Founding Member - Remember Black Dallas -Jan 2019 - Present · Civil Rights and Social Action

City of Dallas Emergency Management (FEMA) Dec 2016 - Present

Founder & Member - Historic Preservation League (now Preservation Dallas)

Member- Supporter – Dallas NAACP

Founder & Member - Swiss Ave Historic District

Founding and Current Member – Friends of Aldredge House Museum

Dallas County Park Board

Member - Supporter - The Southern Poverty Law Center

Member-Supporter – National Council of Jewish Women Dallas

WM. DAVID PALMER

(214) 557-8406 david.palmer1@verizon.net

Chief Executive, General Counsel, Manufacturing and Distribution

EXECUTIVE PROFILE

Visionary executive and strategic leader with a distinguished record of driving business growth, operational excellence, and regulatory compliance. Proven ability to build and scale companies. Lead high-performing teams and optimize manufacturing and logistics operations. Expertise spans manufacturing and distribution operations, financial management, cost accounting, legal and regulatory frameworks, and executive decision-making. Recognized for fostering a culture of integrity, innovation, and continuous improvement.

PROFESSIONAL EXPERIENCE

Systems and Operations Consultant

KEARNEY TRAILERS, LLC – Emory, TX

05/25 – Current

- Provide consulting in updating and refining ERP information systems and accounting practices for manufacturing utility trailers
- Provide organizational behavior consulting
- Improve data for management decision-making

President | Shareholder | Director

PREMARK HEALTH SCIENCE, INC. – Irving, TX

03/07 – 02/25

Business Leadership & Growth

- Founded and led contract manufacturing firm specializing in food, dietary supplement, and personal care cosmetic products.
- Expanded operations from 13,000 sq. ft. facility with 6 employees to a 74,815 square-foot state-of-the-art manufacturing plant with 54 employees.
- Diversified services from a flexible packaging tolling operation to full turn-key production and packaging of powders, capsules and liquids in both flexible and rigid packaging.
- Spearheaded technology upgrades from QuickBooks to QuickBooks Enterprise Manufacturing to NetSuite ERP for enhanced operational efficiency.
- Established and maintained a culture of compassion, quality, safety, and integrity, prioritizing employee development and business growth.
- Recognized in both the **Dallas 100** and **Aggie 100** in 2012.

Regulatory Compliance Excellence

- Maintained FDA registration as a Food, Cosmetic, and OTC Drug Manufacturer; and registrations with the Texas Department of State Health Services (TDSHS) as a Food, Drug, and Consumable Hemp Products Manufacturer.
- Implemented the newly adopted cGMP's (21 CFR 121) under the Dietary Supplement and Health Education Act (DSHEA) for Dietary Supplements beginning in 2009, and under the Food Safety Modernization Act (FSMA) for Food (21 CFR 117) in 2015.
- Led the company with commitment and dedicated hard work, to earn **NSF** certification for dietary supplement production and **SQF Quality/Level 3** certification for food manufacturing, both industry gold standards.

- Certified USDA Organic, Gluten Free (GFCO), Kosher and Halal. EU Dairy Certified and registered with Health Canada. All these registrations, certifications and company abilities can be viewed on the company's website www.premarkhs.com.

Consultant

STRATEGIC SOLUTIONS – Irving, TX 01/06 – 02/07

- Provided expert consulting in manufacturing and legal/regulatory compliance for companies in the nutritional and personal care industries.

President | Chief Operating Officer | Director

PROGRESSIVE LABORATORIES, INC. – Irving, TX 10/94 – 08/05

- Led operations, legal and regulatory affairs for a privately-owned, branded Practitioner line of dietary supplements, and began contract manufacturing of dietary supplements.
- Developed and implemented employee-focused training programs fostering a positive, high-performance culture contributing to consistent growth, averaging 14% annual revenue growth.
- Successfully navigated the new and complex regulatory landscape following Congressional passage of DSHEA in 1994, positioning the company for long-term compliance and success.

Legal & Accounting Career

- **Sole Practitioner, LAW OFFICE OF WM. DAVID PALMER** – Dallas, TX 04/90 – 10/94
- **Associate Attorney, RAY E. GREEN & ASSOCIATES, P.C.** – Dallas, TX 01/88 – 04/90
- **Associate Attorney/Law Clerk, NIELSEN & COMPANY, P.C.** – Dallas, TX 08/86 – 01/88
- **Senior Tax Accountant / Senior Auditor / Accounting Clerk, KRAFT FOODS COMPANY, INC.**
Garland TX and Chicago, IL 09/76 – 07/86

EDUCATION

Southern Methodist University, Dallas, TX
Master of Business Administration (Executive MBA Program) May 2004

- Beta Gamma Sigma National Honorary Business Fraternity

DePaul University College of Law, Chicago, IL
Juris Doctor January 1987

Southern Methodist University, Dallas, TX
Bachelor of Business Administration, Cum Laude May 1982

- Major: Accounting
- Beta Alpha Psi National Honorary Accounting Fraternity
- Minor: Political Science

PROFESSIONAL MEMBERSHIPS

- Member, State Bar of Texas (15435950) 1987 - Present

COMMUNITY SERVICE & LEADERSHIP

- **Director**, Greater Irving – Las Colinas Chamber of Commerce 2001-2007
- **Director**, Irving Sister Cities 2012–2024
- **Commissioner**, City of Irving, Planning and Zoning Commission 2005–2012
- **Board Member**, City of Irving Tax Increment Investment Zone (TIF) No. 1 2012–2015
- **Councilman**, City of Irving, Place 8 At-Large 2015–2021

- Chaired the Planning and Development Committee, co-chaired the Boards and Commissions Appointments Committee
- Served on the Audit and Finance Committee, and the Transportation and Natural Resources Committee
- Acted as Council liaison to the National League of Cities and to the Irving Youth Council

PERSONAL:

Born May 25, 1958, at Methodist Hospital, Dallas TX. Married to Allyson since January 1983 and active in Boy Scouts with our three sons who are all Eagle Scouts. Friends of Scouting Chairman, Western Star District, 2005, 2006 and 2007.

Resume of:



Cassandra Phillips | REALTOR® | Leader | Advocate for Community and Education

With over two decades of experience in real estate and community leadership, **Cassandra Phillips** has built a career grounded in service, integrity, and a genuine passion for helping others. Licensed as a REALTOR® since 2001, she has held numerous influential roles within both the industry and her community—each reflecting her dedication to excellence and advocacy. Cassandra founded **Phillips Price Realty, Inc. (2005)** a firm built on integrity, service, and results — now proudly celebrating 20 years of helping clients achieve their real estate dreams. Her influence extends well beyond real estate.

Her leadership journey includes serving as a **Director for the Duncanville Chamber of Commerce (2006)**, Named **REALTOR® of the Year - SW Dallas Chapter of Women's Council of REALTORS (2006)**, **President of Bilhartz Elementary PTA (2008)**, and she twice served as **President of the Women's Council of Realtors®, Southwest Dallas Chapter (2008 & 2011)** and is a proud **Graduate of the Texas Realtors® Leadership Academy (Class of 2010)** she continues to elevate industry standards through service and example.

Her commitment to fair and equitable representation extends beyond real estate. As a past member of the **Board of Directors for the Dallas Central Appraisal District**, she played a key role in ensuring transparency and accuracy in property valuations. Elected to the **Duncanville ISD School Board in 2017- present**, Cassandra served as **Board President in 2020**, she remains deeply involved in shaping the educational future of her community.

Fun Facts:

She's an early riser and devoted **morning person**, a loyal **Apple user**, and a proud **mother of four** and **grandmother of three**, including the proud mom of a former professional football player. She doesn't drink soda, but she's full of energy—fueled by faith and a love for life. When she's not serving clients or her community, you'll find her **hiking, cycling, roller skating, walking, traveling or spending time with family**. Above all, she loves God and her family and believes in living a life of service, purpose, and gratitude.

America Rodriguez

101 Crockett Drive
Hutchins, TX 75141

214-301-1260
americarodriguez954@gmail.com

EDUCATION

Texas A&M University, College Station, Texas December 2022
Bachelor of Science in Agriculture Economics with a concentration in Finance and Real Estate
Cum Laude Honors

Envestnet Institute on Campus program Coursework completed in Spring 2021

- Broad-based training in asset and wealth management with an emphasis on managed solutions
- Learned the essential language of investment management and its ever-changing products and technologies

EXPERIENCE

City of Hutchins Council Member May 2025 – Present
Elected Official

- Create local laws to improve residents' quality of life and economic development in the city.
- Communicate with residents and city employees on city necessities and community projects.
- Approve budgets and oversee that city departments and services are effective and efficient.

BR Master Construction Dallas, TX November 2022 – Present
Operations Manager

- Oversee administrative and labor operations, day-to-day and quarterly necessities.
- Coordinate systems to effectively improve business processes.
- Manage training and compliance programs.

BR Master Construction Dallas, TX December 2018 – November 2022
Executive Assistant

- Coordinate schedules and communication between associates.
- Collect and develop reports for end of week and fiscal quarters, plus end-of-year earnings.
- Compute and coordinate weekly payroll and payroll projects.

ACTIVITIES

Keep Hutchins Beautiful Board August 2023 - Present
VP- Chair

- Create initiatives that beautify our city through hands-on projects and community outreach.
- Coordinate communication and processes to effectively complete programming.
- Work with national and local organizations to achieve beautification efforts.

Alpha Zeta Fall 2020 – Spring 2022
VP- Development / Censor

- Contact potential guest speakers and coordinate community outreach in the ag community.
- Coordinate with local committees and report at the national level.

SKILLS

- Can read, write, and speak proficient Spanish
- Advanced knowledge of QuickBooks and Canva
- Familiar with Microsoft Word and Microsoft Excel

Yemi Salau brings 15 years of rich experience in SAP and Project Management. Throughout this career, he has held key roles at renowned organizations, including IBM, Accenture, Verizon, CSC, Deluxe, General Dynamics, and PepsiCo. He has led significant projects for major clients, contributing to federal initiatives like the Logistics Modernization Program (LMP) and the US Navy Supply Command (NAVSUP), as well as being involved in Verizon's 5G rollout.

In 2023, Yemi was elected as a Council member for place 7 in Balch Springs. He earned his Bachelor of Science degree in Electrical Engineering from Farmingdale State University.

Beyond his professional pursuits, Yemi is actively engaged in community volunteering and enjoys traveling with his family. He is also a passionate reader, making time for literature whenever he can.



**Dallas Central
Appraisal District**

Date: October 28, 2025

To: Bruce Arfsten, Mayor, Town of Addison | barfsten@addisontx.gov
Sent Via Email

From: Shane Docherty, Executive Director/Chief Appraiser

Re: Election Ballot for Dallas Central Appraisal District Board of Directors CORRECTED
Number of Votes Allocated To: Addison is 10

I have received all timely submitted nominating resolutions to elect members to the Dallas Central Appraisal District Board of Directors. I have prepared the attached sample Resolution and Ballot listing the candidate alphabetically according to the first letter of each candidate's surname, as required by Texas Property Tax Code Section 6.03(j). There are 13 nominees on the official ballot.

The governing body of each taxing unit entitled to vote must cast its votes in an open meeting by resolution and submit the resolution ballot to the Dallas CAD Chief Appraiser **BEFORE** December 15, 2025 (except taxing units with 100 or more votes). In addition to your taxing unit's votes being provided in the Subject line of this memo, an attachment has been provided showing the number of votes for each county, city, school district and college district that is entitled to vote.

The governing body of each taxing unit entitled to cast at least five percent of the total votes (taxing units with 100 votes or greater) must determine its vote by resolution adopted at the FIRST or SECOND open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the THIRD day following the date the resolution is adopted.

Please submit the resolution ballot both by email (DcadElections@dcad.org) as well as hardcopy via mail, courier or hand delivery. Taxing units may cast its votes for one candidate or distribute their votes among any number of the candidates listed on the attached official ballot (Page 4).

The Chief Appraiser will count the votes and declare the two candidates who received the largest cumulative votes as elected and submit the results before December 31, 2025, to each of the taxing units and to the candidates.

In addition to the sample resolution, ballot and taxing unit voting entitlement list, are the biographies/resumes provided by the candidates and taxing units.

The remaining steps in the appointment process and calendar as prescribed by Texas Property Tax Code Section 6.03 is summarized below:

- Before December 15: In accordance with Texas Property Tax Code Section 6.03 (k) each taxing unit that is entitled to vote shall determine its vote by resolution and submit the same to the Chief Appraiser.
- Before December 31: In accordance with Texas Property Tax Code Section 6.03 (k) the Chief Appraiser will count the votes, declare the two candidates who received the largest cumulative vote totals elected, and submit the results to each taxing unit in the District and to the candidates.
- On January 1 the two appointed members take office and begin serving a 4-year term, 2026-2029.

If you have any questions about this process, please contact Deputy Chief Appraiser, Cheryl Jordan, via email at DcadElections@dcad.org or her direct line, 214-819-2312, or the District's main number, 214-631-0520.

Enclosures/Attachments: Sample Resolution; Ballot; Voting Entitlement List; Candidate Biographies/Resumes

Dallas Central Appraisal District 2025 Calculation of Taxing Unit Votes for Board of Directors Per Texas Property Tax Code Section 6.03(d)

SUPPLEMENTAL #09-2024 EVR DATED 09/4/2024 FOR TAX YEAR 2024 FOR ALL ENTITIES									
ENTITY	2024 Taxable Value As of 09-2024 Supplemental	2024 Tax Rate	2024 Estimated Taxes Imposed	Taxing Unit Percentage of Total Taxes Imposed	1,000 Multiplier	Round	Multiply by Number of Directors (2)	2025 Taxing Unit Voting Entitlement	Taxing Unit Percentage of Total Votes (Yellow Highlight ≥ 5%) TPTC 6.03(k-1)
COUNTYWIDE ENTITIES									
Dallas County	\$416,443,435,417	0.215500	\$897,435,603	10.86226%	108.62262	109	218	218	10.88911%
Dallas College	426,915,850,533	0.105595	\$450,801,792	5.45635%	54.56355	55	110	110	5.49451%
GRAND TOTAL OF COUNTYWIDE	\$843,359,285,950		\$1,348,237,396	16.31862%	163.18616	163	328	328	
CITIES									
Addison	\$6,473,963,723	0.609822	\$39,479,655	0.47785%	4.77849	5	10	10	0.49950%
Balch Springs	2,058,989,412	0.794629	\$16,361,327	0.19803%	1.98032	2	4	4	0.19980%
Carrollton	10,309,498,743	0.538750	\$55,542,424	0.67227%	6.72267	7	14	14	0.69930%
Cedar Hill	6,537,656,328	0.636455	\$41,609,241	0.50362%	5.03624	5	10	10	0.49950%
Cockrell Hill	233,643,105	0.695086	\$1,624,021	0.01966%	0.19657	0	0	0	0.00000%
Combine	27,826,346	0.350000	\$97,392	0.00118%	0.01179	0	0	0	0.00000%
Coppell	11,461,852,683	0.458632	\$52,567,724	0.63626%	6.36262	6	12	12	0.59940%
Dallas	204,668,252,776	0.704700	\$1,442,297,177	17.45708%	174.57085	175	350	350	17.48252%
DeSoto	7,870,705,758	0.684934	\$53,909,140	0.65250%	6.52498	7	14	14	0.69930%
Duncanville	3,942,984,246	0.614834	\$24,242,808	0.29343%	2.93427	3	6	6	0.29970%
Farmers Branch	9,979,772,798	0.543500	\$54,240,065	0.65650%	6.56504	7	14	14	0.69930%
Ferris	31,223,641	0.534800	\$166,984	0.00202%	0.02021	0	0	0	0.00000%
Garland	26,599,868,293	0.689746	\$183,471,528	2.22068%	22.20678	22	44	44	2.19780%
Glenn Heights	986,790,869	0.565015	\$5,575,516	0.06748%	0.67484	1	2	2	0.09990%
Grand Prairie	14,268,823,626	0.660000	\$94,174,236	1.13985%	11.39854	11	22	22	1.09890%
Grapevine	503,956,111	0.241165	\$1,215,366	0.01471%	0.14710	0	0	0	0.00000%
Highland Park	9,400,619,935	0.208550	\$19,604,993	0.23729%	2.37292	2	4	4	0.19980%
Hutchins	1,556,141,852	0.630082	\$9,804,970	0.11868%	1.18676	1	2	2	0.09990%
Irving	42,014,585,664	0.589100	\$247,507,924	2.99575%	29.95753	30	60	60	2.99700%
Lancaster	6,631,932,334	0.604606	\$40,097,061	0.48532%	4.85321	5	10	10	0.49950%
Lewisville	135,776,953	0.422435	\$573,569	0.00694%	0.06942	0	0	0	0.00000%
Mesquite	15,186,970,290	0.690000	\$104,790,095	1.26834%	12.68344	13	26	26	1.29870%
Ovilla	49,955,648	0.626213	\$312,829	0.00379%	0.03786	0	0	0	0.00000%
Richardson	15,112,495,539	0.542180	\$81,936,928	0.99174%	9.91737	10	20	20	0.99900%
Rowlett	7,985,870,053	0.769691	\$61,466,523	0.74397%	7.43970	7	14	14	0.69930%
Sachse	2,933,206,549	0.650416	\$19,078,045	0.23091%	2.30914	2	4	4	0.19980%
Seagoville	1,454,324,423	0.710932	\$10,339,258	0.12514%	1.25143	1	2	2	0.09990%
Sunnyvale	2,119,907,156	0.453000	\$9,603,179	0.11623%	1.16234	1	2	2	0.09990%
University Park	11,695,176,346	0.229964	\$26,894,695	0.32552%	3.25524	3	6	6	0.29970%
Wilmer	2,373,302,777	0.432143	\$10,256,062	0.12414%	1.24136	1	2	2	0.09990%
Wylie	264,974,798	0.534301	\$1,415,763	0.01714%	0.17136	0	0	0	0.00000%
GRAND TOTAL OF CITIES	\$424,871,048,775		\$2,710,256,498	32.80404%	328.04042	328	654	654	
SCHOOL DISTRICTS									
Carrollton-FB ISD	\$27,289,093,397	0.983600	\$268,415,523	3.24881%	32.48812	32	64	64	3.19680%
Cedar Hill ISD	6,069,916,206	1.127900	\$68,462,585	0.82865%	8.28648	8	16	16	0.79920%
Coppell ISD	18,652,862,790	1.002600	\$187,013,602	2.26355%	22.63550	23	46	46	2.29770%
Dallas ISD	195,327,449,741	0.997235	\$1,947,873,693	23.57641%	235.76415	236	472	472	23.57642%
DeSoto ISD	5,291,507,331	1.065200	\$56,365,136	0.68222%	6.82225	7	14	14	0.69930%
Duncanville ISD	7,197,014,578	1.105700	\$79,577,390	0.96318%	9.63178	10	20	20	0.99900%
Ferris ISD	64,238,971	1.140800	\$732,838	0.00887%	0.08870	0	0	0	0.00000%
Garland ISD	33,132,872,622	1.050900	\$348,193,358	4.21442%	42.14416	42	84	84	4.19580%
Grand Prairie ISD	13,875,271,518	1.057700	\$146,758,747	1.77632%	17.76319	18	36	36	1.79820%
Grapevine-Colleyville ISD	511,644,897	0.923300	\$4,724,017	0.05718%	0.57178	1	2	2	0.09990%
Highland Park ISD	23,378,147,635	0.866900	\$202,665,162	2.45299%	24.52992	25	50	50	2.49750%
Irving ISD	22,750,859,055	1.015900	\$231,125,977	2.79747%	27.97472	28	56	56	2.79720%
Lancaster ISD	6,109,744,509	1.224400	\$74,807,712	0.90545%	9.05448	9	18	18	0.89910%
Mesquite ISD	15,036,507,363	1.096900	\$164,935,449	1.99632%	19.96324	20	40	40	1.99800%
Richardson ISD	35,774,202,646	1.105200	\$395,376,488	4.78551%	47.85505	48	96	96	4.79520%
Sunnyvale ISD	2,227,430,907	1.186900	\$26,437,377	0.31999%	3.19989	3	6	6	0.29970%
GRAND TOTAL OF ISD'S	\$412,688,764,166		\$4,203,465,055	50.87734%	508.77341	509	1,020	1,020	
GRAND TOTAL			\$8,261,958,949	100.00000%	1,000.00000	1,000	2,002	2,002	100.00%

Per TPTC 6.03 (k-1) TU with 5% or greater:

6.03(k-1) This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.