



NAVIGATING the FUTURE

TOWN OF ADDISON, TEXAS | 2025–2026 BUDGET BOOK

TOWN OF ADDISON

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,106,301 which is a 2.9 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$497,965.

The members of the governing body voted on the budget as follows:

FOR	HEADLINE
Bruce Arfsten	Mayor
Marlin Willeesen	Mayor Pro Tempore
Chris DeFrancisco	Deputy Mayor Pro Tempore
Darren Gardner	Council Member
Howard Freed	Council Member
Dan Liscio	Council Member
Randy Smith	Council Member

AGAINST
None

PRESENT AND NOT VOTING
None

ABSENT
None





PROPERTY TAX RATE COMPARISON

	2025-2026	2024-2025
Property Tax Rate	\$0.608100/100	\$0.609822/100
No New Revenue Tax Rate	\$0.606094/100	\$0.589261/100
No New Revenue Maintenance & Operations Tax Rate	\$0.439964/100	\$0.436087/100
Voter Approval Tax Rate	\$0.653647/100	\$0.633851/100
Debt Rate	\$0.175000/100	\$0.170000/100
Total debt obligation for Town of Addison secured by property taxes		\$145,305,000

The information below is in accordance with Section 140.0045 of the Local Government Code as amended by HB 1495 of the 86th Texas Legislature:

	Actual 2023-2024	Estimated Actual 2024-2025	Adopted Budget 2025-2026
Legislative Lobbying ⁽¹⁾	\$0	\$72,600	\$0
Required Legal Notice Publications	\$32,596	\$28,500	\$19,000

⁽¹⁾ Advocacy services are included in the Town's city membership with Texas Municipal League (TML) in which they coordinate and advocate for a legislative program set by their member cities at the state and federal level.



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HOW TO Read This Document

WELCOME!

You are holding the published Town of Addison budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026. This document has been specially prepared to help you, the reader, learn of the issues affecting the Addison community. Many people believe a city budget is only a financial plan. Although you can learn much of Addison's finances from these pages, the fiscal year 2026 budget document has been designed to serve other functions as well. For example, it is a policy document that presents the major policies which guide how Addison is managed. It is an operations guide which gives the public, elected officials, and Town staff information pertaining to the production and performance of individual Town operations. The document is also designed as a communications device in which information is conveyed written and graphically.

BUDGET FORMAT

The document is divided into four major sections: Introduction, Financial/Operational, Town Chronicle, and Appendices. The Introduction section contains the City Manager's letter, which is addressed to the City Council and explains the major policies and issues which impacted the development of the fiscal year 2026 budget. The section also contains a statement of Addison's vision and goals, the Town's organization and staffing chart, and the summary of all financial statements. Liberal use is made in this section of footnotes, which direct the reader to sections of the document that more fully describe programs or projects.

The Financial/Operational section describes various aspects of the Town's organization. This information is grouped first by fund and then by department. Like many local governments, Addison uses the fund method of accounting. Simply stated, a fund is a unit of the Town which tracks the application of various public resources. For example, the Hotel Fund is established to keep track of the use of the hotel/motel occupancy tax. Most people are particularly interested in the General Fund, which is comprised of most of the Town's operations like Police, Fire, and Parks. Financial statements are presented for every fund. The statements show the fund's financial condition over a number of years. Like the checking account statement you receive from your bank, the statement shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund statement begins with the actual audited amounts for the fiscal year 2024. The ending balance of the actual year becomes the beginning balance of the estimated fiscal year 2025. The estimated column

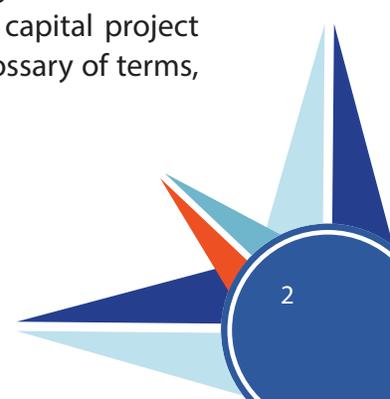
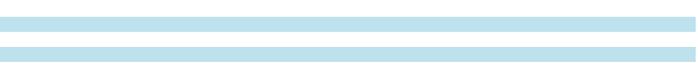




reflects projected amounts compared to the amounts included in the original adopted budget for fiscal year 2025. The estimated ending fund balance of the prior fiscal year then becomes the beginning balance for the fiscal year 2026 budget. Accompanying the statements are narratives and graphs which describe the major features of that particular fund. Within each fund there may be one or more departments which further describe a component of Addison's organization. Each department is presented with its mission statement, a listing of the department's accomplishments for the previous fiscal year, and operational objectives for fiscal year 2026. Selected service levels for each department are presented graphically. Actual prior year data and estimated fiscal year 2025 data is used for graphs and charts. The funding for each department, as well as the unit's staffing, are summarized over a number of years.

The Town Chronicle reports on issues or special projects which affect the Addison community. The Chronicle also provides statistical information about the Town of Addison.

Finally, various appendices are presented toward the end of the document which more fully describe the budget process, Addison's major revenue sources, the long-term financial plans for the General, Hotel, Airport, Utility and Stormwater funds and a capital project summary are included. Also included are the Town's financial policies, a glossary of terms, Addison's compensation and merit pay plans.



LETTER TO Mayor & Council

HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL,

I am pleased to present the fiscal year 2026 adopted budget for the Town of Addison. It has been prepared in conformance with the requirements of the Town Charter, Town financial policies, and State law. This budget represents the expected revenues and planned expenditures for the Town's fiscal year from October 1, 2025, to September 30, 2026.

This budget allocates resources in alignment with the City Council's Key Focus Areas and Strategic Objectives for fiscal year 2025-2026. The budget reflects responsible stewardship by adding only one strategically essential position and focusing on supporting and developing our current employees, particularly through a more competitive public safety compensation model. It also prioritizes capital projects that maintain and enhance Addison's existing assets, ensuring long-term reliability and community value. Further, it emphasizes doing more with less through resource-maximization efforts. These initiatives generated more than \$425,000 in operating savings this year while maintaining our high level of service. Combined with the efficiencies achieved last year, these measures have generated just under \$900,000 in operating savings the past two years.

The adopted budget continues our practice of equipping Town employees with the tools they need to deliver the excellent municipal services expected by Addison residents and businesses, all while sustaining the conservative fiscal approach that underpins our sound financial position and stellar bond ratings (AAA from Standard & Poor's and Aaa from Moody's). The Town of Addison remains well-positioned for future prosperity.

This budget sets a clear vision for Addison's future, follows through on our commitments to the community, and supports our outstanding employees as they live the Addison Way and uphold our core values of Accountability, Responsiveness, Innovation, Dedication to Service, and Integrity.

PUBLIC SAFETY

This adopted budget includes funding in a total amount of \$475,343 to fully implement a performance based step plan for sworn Police and Fire personnel to be competitive in recruiting and retaining public safety personnel. This is a significant investment, continuing to support the high level of public safety services provided and valued by the community.

The budget also includes the addition of resources, including \$38,000 in funding for annual Physical Wellness Exams for Police Officers and \$18,000 in funding for increases to Fire Field Training Officer Certification Pay to be competitive with other cities.

LETTER TO MAYOR & COUNCIL

ECONOMIC DEVELOPMENT

Based on Council direction, in fiscal year 2026, the Town plans to implement strategic changes to increase funding for economic development based on a two-pronged approach. One part of the approach is to increase the property tax rate dedicated to the Economic Development Fund from \$0.023716 to \$0.025000, an increase of \$0.001284, with an equivalent decrease in the General Fund tax rate. This provides a dedicated and recurring increase in funding for economic development with an increase of \$82,801 occurring in fiscal year 2026.

The second part of the approach is to utilize the year-end budget amendment to transfer 25% of excess revenue and expenditure savings from the General Fund to the Economic Development Fund each year. Year-end estimates for fiscal year 2025 include a \$400,000 transfer resulting from this change in strategy. This method allows the Economic Development Fund to essentially reap the rewards of higher than anticipated sales tax revenue, which has historically been the primary driver of operating surpluses in the General Fund. While the fiscal year 2026 budget does not include a scheduled transfer due to the Town's responsible budgeting practices, it is anticipated that this will be a significant boost to funding available for economic development over time.

- The budget also includes the addition of an Economic Development Coordinator position, which is the only new position request included in the entire budget.

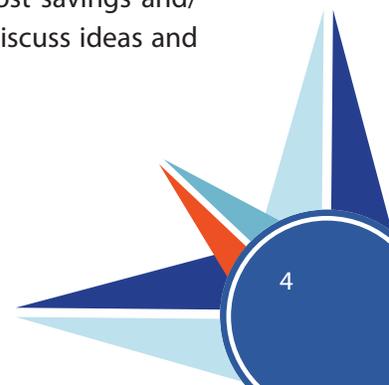
INFRASTRUCTURE PLANNING & MAINTENANCE

The fiscal year 2026 budget continues the progress the Town has made in using the comprehensive Asset Management Plan to make informed decisions about how to invest our resources to address our infrastructure needs now and in the future. In fiscal year 2020, Council adopted an Asset Management Policy for the Town, which established the scope and framework for the Asset Management Plan. Using this policy as a guide, the Town continues to provide funding to support critical maintenance and infrastructure needs.

To remain proactive in addressing these needs, the Town continues to improve upon the Capital Improvement Program (CIP) Budget, which includes \$35.3M in infrastructure and improvement projects for fiscal year 2026. The fiscal year 2026 budget includes several bond-funded projects that were approved by voters as part of the November 2019 Bond Election.

RESOURCE MAXIMIZATION

City Council adopted a strategic objective in the fiscal year 2025 approved Strategic Plan to maintain the Town's credit rating and a fiscally resilient budget process. An internal Resource Maximization Committee was developed to identify cost savings and efficiencies. The committee has continued with the initiative into the fiscal year 2026 Budget process to solicit ideas for cost savings and/or efficiencies from all employees and meet throughout the budget process to discuss ideas and employee submissions.



LETTER TO MAYOR & COUNCIL

The following cost savings and efficiencies have been incorporated into the fiscal year 2026 budget through the dedicated work of staff and the internal Resource Maximization Committee:

- Reduced Printer Maintenance – savings of \$6,000
- Reduced Phone Services – savings of \$34,500
- Reduced Mobile Device Service Costs – savings of \$23,500
- Reduced Budget Production/Printing Costs – savings of \$8,000
- Operating Savings from Facility Consolidation – savings of \$66,000 by eliminating operating costs at the previous Finance building
- Elimination of Cintas Contract for First Aid Replenishment – savings of \$14,000 by replacing in-house through Fire Department
- Eliminated Coffee Service – savings of \$9,000
- Changed Auction Vendors – savings of 8% of sales proceeds
- Changed Prosecutor Schedule – savings of \$4,000
- Utilize myAPD for Online Parking Exemptions – savings of \$2,245
- Transitioned to In-house Pool and Spa Inspections – savings of \$30,000
- Purchased Site Furnishings to Activate ACP Groves Area and Eliminate Rentals – savings of \$2,000
- Produce and Distribute the Visitor’s Guide In-House – savings of \$110,000
- On-site Sterilization of US Customs Regulated Garbage – savings of \$25,000
- Digitize Economic Development Printed Materials – savings of \$4,000
- Utilize Digital Business Cards – savings of \$7,500
- Reduced Special Events Overtime – savings of \$80,000

COMPENSATION AND BENEFITS

High quality services are a community hallmark of Addison. To provide those services to our residents in the most efficient manner, it is essential we maintain a compensation and benefits package which attracts and maintains talented staff and follows the Town’s compensation strategy.

This adopted budget includes the following compensation and benefit highlights:

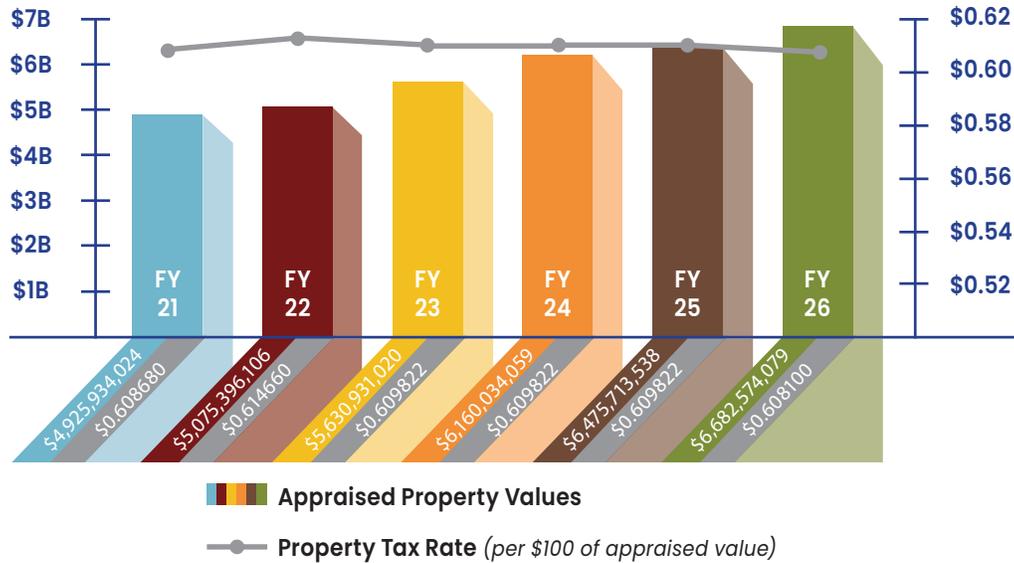
- Funding for a Town-wide compensation pool of 4.0%.
- An anticipated 7.0% increase in the Town’s group medical insurance premiums over prior year actuals.

PROPERTY VALUES

On an annual basis, the Dallas Central Appraisal District provides the Town with a certified tax roll of all properties inside Addison’s city limits. The certified taxable value for fiscal year 2026 is

LETTER TO MAYOR & COUNCIL

APPRAISED VALUES & TAX RATE



\$6,682,574,079 which equates to an increase of approximately \$207 million, or 3.2% from the previous year. Included in the certified taxable values are \$84,858,660 in new properties added to the tax roll between January 1, 2024 and December 31, 2024.

The average taxable value for a single-family home in Addison is \$501,878, an increase of approximately \$27,404 or 5.8% from the previous year.

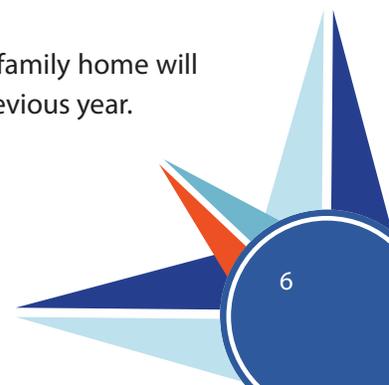
TAX RATE

The adopted fiscal year 2026 budget has no increase to the Town's tax rate of \$0.608100. The calculated voter-approval tax rate is \$0.654287, with a no-new revenue tax rate of \$0.606094. The adopted tax rate exceeds the no-new revenue rate by \$0.002006, or 0.3%, primarily as a result of lower taxable value increases of existing properties than in recent years.

Of the total tax rate, \$0.433100 is dedicated to maintenance and operations, which is a decrease of \$0.006722 from fiscal year 2025 for maintenance and operations, and \$0.175000 is dedicated to debt service payments. The debt service portion of the tax rate is increasing as a result of the issuance of debt primarily related to the 2019 bond program approved by voters.

The tax rate allows the Town to continue to provide the excellent services that residents and businesses expect.

At a property tax rate of \$0.608100, the municipal tax paid on the average single-family home will be approximately \$3,051.92 on an annual basis, an increase of \$158.47 over the previous year.



LETTER TO MAYOR & COUNCIL

GENERAL FUND

The General Fund accounts for all expenditures for traditional government services (Public Safety, Parks & Recreation, Administration, etc.). General Fund revenue is generated from ad valorem property taxes, a one-cent portion of the sales tax, and a variety of fees for services.

General Fund revenues total approximately \$52.3 million for fiscal year 2026, an increase of 4.1% from the previous year's original budget. We project property tax revenues of approximately \$25.8 million, an increase of approximately 1.3% over the previous year's original budgeted amount and sales and mixed beverage tax revenues of approximately \$18.4 million, 5.4% more than the fiscal year 2025 original budget.

General Fund operating expenditures are estimated at \$52.3 million, reflecting a 4.1% increase from the original fiscal year 2025 budget. The available ending fund balance for the General Fund is projected to be approximately \$21.0 million, leaving 40.2% of operating reserves, which exceeds both the Town's policy of 25% and the City Council's goal of 30%.

This budget proposes no additional personnel in the General Fund and includes an overall reduction of 3.75 Full Time Equivalent positions which are reallocated to the Airport Fund to better align with duties:

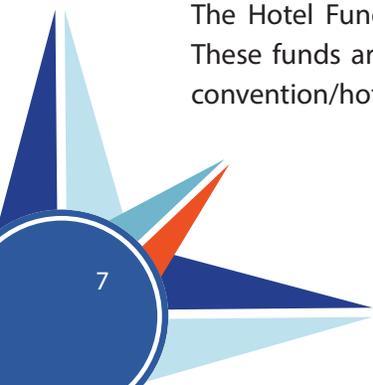
It is important to note that General Fund expected revenues exceed planned expenditures by \$145. The adopted property tax revenue equates to a \$39,056 decrease in existing properties over the prior fiscal year.

SIGNIFICANT CHANGES OTHER THAN PERSONNEL

- FY2026 Budget Decision Packages:
 - Physical Wellness Exams for Police Officers - \$38,000
 - Fire Field Training Officer Certification Pay Increase - \$18,000
 - Cotton Belt Trail Maintenance - \$26,250
- FY2025 Mid-Year Changes:
 - Development Relations Project Manager - \$60,000 (this position is split evenly with the Economic Development Fund)

HOTEL FUND

The Hotel Fund collects funds from a 7% tax on hotel rooms rented in the Town of Addison. These funds are used to support projects that enhance and promote tourism, the arts, and the convention/hotel industry in Addison.



LETTER TO MAYOR & COUNCIL

Fund revenues for fiscal year 2026 are expected to total \$7.7 million, an increase of \$331 thousand, or 4.5% due to a projected increase in revenue from generated by a newly created Tourism Public Improvement District (TPID). Budgeted operational expenditures of approximately \$7.6 million, an increase of \$79 thousand, or 2.5% over the prior year budget. The available ending fund balance for the Hotel Fund is projected to be \$4.9 million, leaving 64.3% of operating reserves, which exceeds the Town's policy of 25%.

This budget proposes to fund the following in the Hotel Fund:

- \$100,000 for a World Cup Series Event
- \$685,000 for the Addison Performing Arts Centre Facility Improvements
- \$30,000 for Major Theatre Projects Funding

UTILITY FUND

The Utility Fund is supported by fees charged to water and sewer customers that pay for the services they receive from the Town. As a business-type fund, the revenues charged should at a minimum cover the fund's operating expenses and debt service, as well as any other policy-related goals defined by the City Council (i.e., funding for capital projects, capital replacement, conservation efforts, etc.).

In January 2018, the City Council approved a Utility Rate Policy to adopt utility rates that fully fund a short-term staffing plan and provide a mix of cash and bond funding for capital improvement projects. The Council gave direction at the June 14, 2022 Council meeting to continue the policy and adopt utility rates according to an updated utility rate model to provide a mix of cash and bond funding for capital improvement projects and maintain a minimum fund balance of 25% of operating expenses by utilizing cost of service adjustments. The adopted fiscal year 2026 utility rates, effective October 1, 2025, include no increase to water rates and a 1.0% increase to sewer rates, which equates to \$0.41 per month for an average residential user of 5,000 gallons of water.

The utility rate model, which took effect beginning in fiscal year 2024 included the following adopted increases to water and sewer rates:

- Fiscal Year 2024: 5.5% (actual adopted rates were 4.5% increases)
- Fiscal Year 2025: 5.5% (actual adopted rates were 5.5% increases)
- Fiscal Year 2026: 5.5% (0.0% water rate and 1.0% wastewater rate increase)
- Fiscal Year 2027: 4.0%
- Fiscal Year 2028: 3.5%

Staff continues to review the utility rate model on an annual basis to ensure the rate adjustments are in line with the needs identified in the utility rate model adopted by the City Council. This



LETTER TO MAYOR & COUNCIL

budget recommends only a 1.0% increase in wastewater rates despite a 13.5% increase in wholesale wastewater treatment costs from Trinity River Authority. The total Utility Fund revenues for fiscal year 2026 are expected to be approximately \$17.8 million, with budgeted operational expenses of \$17.8 million. The available ending working capital for the Utility Fund is projected to be \$7.7 million. The projected end-of-year working capital will maintain 43.4% of operating reserves, which exceeds the Town's policy of 25%.

This budget proposes to fund the following in the Utility Fund:

- Chlorine Analyzers, pH and Residual Monitor Upgrades - \$60,000
- Surveyor Water Tower Control Valve - \$40,000
- Celestial Pump Station Electrical Assessment - \$225,000
- Multi-Sensor Inspection Condition Assessment - North Dallas Water Supply Corporation - \$376,750

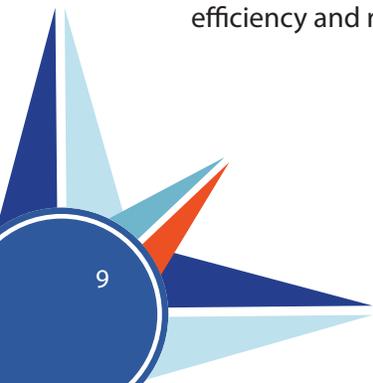
A total of \$3.4 million in capital projects are in the Utility Fund for fiscal year 2026. These projects are funded through a combination of authorized bond funds (\$2.2 million) and cash (\$1.2 million) from the Utility Fund. A list of projects can be found in the Capital Improvements Program budget included in this document and submitted for City Council consideration.

STORMWATER FUND

The Stormwater Fund is supported by drainage fees added to utility bills. The projected revenues for fiscal year 2026 are \$2.9 million, with budgeted expenses totaling \$2.8 million. Additionally, the Stormwater Fund is scheduled to transfer \$832,457 to the debt service fund to fund the stormwater improvements of roadway reconstruction projects funded by general obligation debt. The available ending working capital for the Stormwater Fund is projected to be \$7.7 million, leaving 271.6% of operating expenses, which exceeds the Town's policy of 25%.

Fees for the Stormwater Fund will not increase this year for any customer rate class. Staff estimates that current revenue is sufficient to operate the fund without need to increase rates until at least fiscal year 2029.

Only one capital project totaling \$2.8 million is budgeted in the Stormwater Fund for fiscal year 2026. The project is the stormwater portion of the Keller Springs Road Reconstruction project and is funded by authorized bond funds. The focus of the Stormwater Fund is shifting to maintenance of existing stormwater infrastructure to ensure that the stormwater system operates at the highest efficiency and reduces our need to perform major capital projects.



LETTER TO MAYOR & COUNCIL

ECONOMIC DEVELOPMENT FUND

The Economic Development Fund is supported by a combination of the following revenue sources:

- An allocation of a portion of the property tax rate equal to \$0.025 (\$1.6 million)
- Interest and other income (\$75,000)

Total expenditures for fiscal year 2026 are estimated at \$1.2 million with an additional \$0.9 million planned for economic incentives. The available ending fund balance for the Economic Development Fund is projected to be \$2.9 million, leaving 237.1% of operating reserves, which exceeds the Town's policy of 25%.

This budget proposes to fund the following in the Economic Development Fund:

- Economic Development Coordinator position - \$93,576
- Marketing budget increase - \$85,000
- Team Texas Membership - \$43,000

AIRPORT FUND

The Airport Fund mainly receives revenues from rental income on Town-owned property and service fees to airport customers. Total projected revenues of approximately \$8.0 million in fiscal year 2026 will allow for budgeted expenses of approximately \$8.8 million which includes \$0.9 million in capital projects. The available ending working capital for the Airport Fund is projected to be \$7.3 million, leaving 100.1% of operating expenses, which exceeds the Town's policy of 25%.

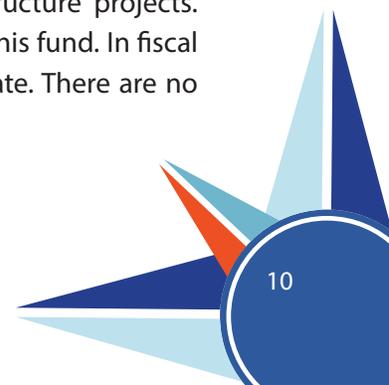
This budget proposes to fund the following in the Airport Fund:

- \$150,000 for Airport GIS Contractual Services

A total of \$3.6 million in capital projects are in the Airport Fund for fiscal year 2026. These projects are funded through a combination of authorized bond funds, grant funding, and cash from the Airport Fund. A list of projects can be found in the Capital Improvements Program budget included in this document and submitted for City Council consideration.

INFRASTRUCTURE INVESTMENT FUND (IIF)

The Infrastructure Investment Fund (IIF) was created in fiscal year 2015 through a \$4 million transfer from General Fund reserves. The intent of this fund is to cash finance infrastructure projects. Annually, a portion of the property tax rate equal to \$0.006201 is deposited into this fund. In fiscal year 2026, \$393,883 is scheduled to be generated by the IIF portion of the tax rate. There are no projects budgeted to be funded by the IIF in fiscal year 2026.



LETTER TO MAYOR & COUNCIL

CAPITAL IMPROVEMENT BUDGET

The Capital Improvement Program (CIP) budget for fiscal year 2026 is approximately \$35.3 million. Projects are funded by a combination of authorized bond funds, grant funding, and cash contributions. The CIP budget provides an all-funds view of the Town's planned capital improvement expenditures on public infrastructure and facilities over the next five years. For more information related to these capital projects, please reference the fiscal year 2026 CIP budget also submitted to the City Council for consideration.

SELF-FUNDED SPECIAL PROJECT FUND

The purpose of the Self-Funded Special Project Fund is to cash fund important one-time projects. The dollars for these one-time projects come from positive budget variances in the General Fund transferred at year-end. The anticipated beginning fund balance for fiscal year 2026 is approximately \$7.5M and budgeted expenditures total \$3,277,176. Major expenditures in this fund in fiscal year 2026 include:

- \$554,060 to implement the Wayfinding Signage Master Plan
- \$195,000 for Cotton Belt Trail Amenity Enhancements
- \$441,000 for Bosque Park Improvements
- \$118,000 for Celestial Park Entrance and Lighting Improvements
- \$100,000 for Neighborhood Vitality Grant Funding
- \$75,600 for Fire Technical Rescue Gear
- \$150,000 for Phase 2 Town Facility Security Improvements
- \$50,000 for Addison Circle Park Pavilion Exterior Paint
- \$427,200 for Parks Asset Management and Site Infrastructure
- \$158,743 for Park Landscape Improvements
- \$196,373 for Addison Circle Park Capital Campaign (Design and Materials)
- \$150,000 for Addison Circle Park Drainage Improvements
- \$105,500 for Addison Athletic Club Asset Management Needs
- \$177,500 for HSIP Arapaho Road/Surveyor Blvd and Systemwide Improvements
- \$220,000 for AAC Outdoor Pool Restroom/Perimeter Fence Renovation
- \$110,200 for Arapaho/Addison Rd and Addison Rd/Lindbergh Dr Signal Improvements

MID-YEAR CHANGES

Significant mid-year changes that occurred in the Self-Funded Special Projects Fund include the following:

- \$120,000 for the Rockin' Around the Circle Event

LETTER TO MAYOR & COUNCIL

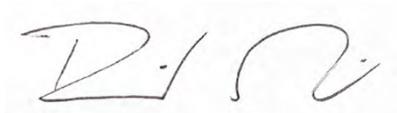
- \$32,400 for the Theatre Operations Study
- \$120,430 for two Fire Administration Vehicles
- \$60,000 for Neighborhood Services Startup Funding
- \$51,449 for the Unified Development Code
- \$30,000 for the DART Engineering Review
- \$20,000 for the Comprehensive Plan
- \$18,500 for HSIP Grant Application Professional Services
- \$14,500 for the Pavement Condition Assessment
- \$60,000 for HSIP Belt Line Road and Business Avenue Improvements
- \$50,000 for Athletic Club Outdoor Fence Construction
- \$12,000 for Beltway Drive Trail Construction Documents
- \$75,000 for rebuilding the pond pump at Finance
- \$46,000 for Arapaho and Surveyor Traffic Signal Design
- \$29,226 for Spruill Dog Park Drainage Improvements
- \$60,000 for the Addison Circle Park Vision Plan
- \$75,000 for the "Hero Among Us" sculpture
- \$35,000 Athletic Center Facility Improvements

CONCLUSION

This completes the highlights of the fiscal year 2026 budget. I believe this budget balances the desire to continue to deliver high-quality services with the need to address issues that are important to the future of Addison.

I would like to thank the department directors who have put much time and expertise into the development of the budget. The creation of this budget would not have been possible without the hard work of Chief Financial Officer Steven Glickman, Assistant Finance Director Amanda Turner, and the rest of our Finance Department. In addition, I would like to give a special thanks to all the Town employees who continue to work hard to provide quality services to our residents and businesses in the Addison Way.

Respectfully submitted,



David Gaines

City Manager



VISION Statement

ADDISON WAY

The “Addison Way” is a philosophy that serves as the cornerstone of our service delivery model to our stakeholders. The heart of the “Addison Way” is to:

- Be service-minded and kind;
- Exceed expectations;
- Be solution driven; and
- Value employees as partners.

The staff searches out all options to try and meet expectations during each customer service interaction.

The Town of Addison will be the benchmark of all Texas cities. When a local government wants to emulate best practices, Addison is the first place they look.





Be Brave

The Addison Way is taken one step further by encouraging employees to Be BRAVE with their service delivery through the launch of some new organizational values:

ACCOUNTABILITY

- Assume ownership and responsibility.
- Graciously accept feedback from those we service, we lead and are led by.

RESPONSIVENESS

- Anticipate and understand the needs of the community and each other.
- Develop solutions and communicate in a timely manner and effective manner.

INNOVATION

- Take calculated risks to develop solutions that improve service.

DEDICATION TO SERVICE

- Exhibit a passion for creating solutions.
- Exceed customer's expectations.

INTEGRITY

- Conduct business ethically and with complete transparency.
- Do the right thing, even when it's difficult.



VISION STATEMENT

COUNCIL'S VISION STATEMENT

The Town of Addison is the benchmark for a diverse, vibrant, innovative, and connected community. Along with our services delivered the Addison Way, our unique places and experiences enhance the quality of life for our residents, businesses, workers, and visitors and makes Addison the place to live, work and visit.

COUNCIL'S KEY FOCUS AREAS

Like most cities, Addison is confronted with a number of issues that demand time and attention of elected officials and the Town's management team. In order to best apply Addison's limited resources, the City Council has established the following Key Focus Area to guide the organization's efforts.

- Public Safety
- Economic Development and Revitalization
- Mobility and Connectivity
- Infrastructure Development and Maintenance
- Financial Health and Organizational Excellence
- Community Engagement
- Vibrant Active Community

COUNCIL'S ROLE

The role of the Council is to develop a long-term vision for the Town, to develop policies necessary to achieve the vision, and to communicate with, and seek input from, stakeholders. This includes:

- Providing the direction, trust, and support necessary for the City Manager to implement the operations aspects of our vision.
- Making difficult and sometimes unpopular decisions that preserve our unique culture, safeguard our assets into the future, and effect the positive change necessary to achieve our goals.
- Identifying future trends, challenges, and opportunities.
- Being a positive and resourceful representative for the Town.
- Promoting transparency in communicating with residents, businesses, and regional partners.
- Being good financial stewards and creating an environment that nurtures a strong, diverse business ecosystem.

FY2026 STRATEGIC PLAN

Key Focus Areas

KEY FOCUS AREA: PUBLIC SAFETY

STRATEGIC OBJECTIVE: Retain, recruit and train quality employees in the Addison Way and provide adequate resources (facilities, tools, equipment, etc).

INITIATIVE OR PROJECT

- Continue providing screening, programs, and resources for mental health wellness for first responders.
- Develop and implement a performance-based step plan for sworn Police and Fire personnel as part of the FY2026 budget process.
- Complete implementation and training on Police personnel management dashboard (LEFTA) to improve tracking of training, certifications, and internal documents.
- Receive ABLE recognition for full Police Department implementation.
- Work with North Texas Emergency Communications Center (NTECC) partners on construction of new joint dispatch facility.

STRATEGIC OBJECTIVE: Proactively enforce and strengthen Town zoning, building, and health and safety codes.

INITIATIVE OR PROJECT

- Complete, adopt, and implement the Addison Unified Development Code (UDC).
- Implement the rental housing and lodging registration and inspection program to improve safety.
- Conduct education and outreach programs to residents, property owners, and businesses.
- Continue developing an inventory and strategy to be in compliance with lead and copper rules from Environmental Protection Agency (EPA) and Texas Commission on Environment Quality (TCEQ).

STRATEGIC OBJECTIVE: Prepare for the impact of new growth, redevelopment, and density.

INITIATIVE OR PROJECT

- Present a long-range staffing assessment for Police and Fire as part of the FY2026 budget process.



FY2026 STRATEGIC PLAN KEY FOCUS AREAS



STRATEGIC OBJECTIVE: Continuously evaluate response needs to changing environment.

INITIATIVE OR PROJECT

- Enhance coordination with outside partners for homelessness response, including Housing Forward, Metrocrest Services, and neighboring jurisdictions.
- Continue drafting Emergency Operations Plan (EOP) including base plan and Emergency Support Function (ESF) modules.
- Conduct a full-scale disaster exercise at Addison Airport.
- Continue developing Standard Operating Procedures (SOP) for Emergency Management.

STRATEGIC OBJECTIVE: Leverage technology to address issues.

INITIATIVE OR PROJECT

- Continue to analyze data and collaborate with partners agencies to protect lives and property.
- Install 911 trailmarkers on various trails to assist with identifying location for first responders.
- Evaluate License Plate Recognition camera network and additional locations throughout the Town.

KEY FOCUS AREA: ECONOMIC DEVELOPMENT AND REVITALIZATION

STRATEGIC OBJECTIVE: Pursue new economic development and zoning tools to revitalize declining areas.

INITIATIVE OR PROJECT

- Continue to leverage the existing incentive program and policy to accomplish targeted goals.
- Implement the Retail Façade Improvement Program.

FY2026 STRATEGIC PLAN KEY FOCUS AREAS

STRATEGIC OBJECTIVE: Implement the Transit-Oriented Development (TOD) and leverage that investment as a catalyst to improve the surrounding area.

INITIATIVE OR PROJECT

- Continue to advance the Transit-Oriented Development (TOD) project.

STRATEGIC OBJECTIVE: Provide premium development in all forms through the vision established in the Town’s new comprehensive plan.

INITIATIVE OR PROJECT

- Complete the Advance Addison 2050 Comprehensive Plan and begin executing near-term implementation actions.
- Explore potential economic development tools to meet our housing goals.
- Target townhome and condo developers and gain market insights.
- Explore and pursue potential quality senior housing.

STRATEGIC OBJECTIVE: Optimize and market Addison’s brand, uniqueness, and our “Addison Way” culture.

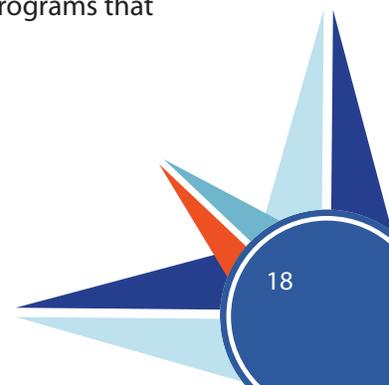
INITIATIVE OR PROJECT

- Continue economic development advertising strategy and campaign to attract new businesses.
- Continue to meet with business and property owners on a regular basis for business retention and connection.
- Share positive Addison business stories through social media channels.
- Engage and create opportunities for businesses and corporations to participate in community programs and events, such as Field Day or Earth Day service activities.

STRATEGIC OBJECTIVE: Leverage the Addison Airport to maximize business growth and expansion.

INITIATIVE OR PROJECT

- Continue Airport Master Plan Update and initial phases including community participation and input.
- Consider land use policy, zoning regulations, and potential incentive programs that encourage redevelopment of Airport adjacent properties.



FY2026 STRATEGIC PLAN KEY FOCUS AREAS

STRATEGIC OBJECTIVE: Revitalize existing hotels and attract high quality hotel and meeting space options.

INITIATIVE OR PROJECT

- Implement Tourism Public Improvement District (TPID) to generate increased leisure, business, and large group business.
- Create a new Visitor Guide, providing copies to hotels and including in New Resident packets.

STRATEGIC OBJECTIVE: Develop a plan to redevelop and revitalize Inwood Corridor.

INITIATIVE OR PROJECT

- Develop a plan to redevelop and revitalize Inwood Corridor.

STRATEGIC OBJECTIVE: Foster relationships within and among the business and realtor community.

INITIATIVE OR PROJECT

- Start a program to convene and engage business and industry leaders in Addison.

KEY FOCUS AREA: MOBILITY AND CONNECTIVITY

STRATEGIC OBJECTIVE: Facilitate build-out of Addison as a major North Dallas transportation HUB.

INITIATIVE OR PROJECT

- Complete construction of the Taxiway Bravo Extension Phase 1 at the Addison Airport (anticipate spring 2025 completion).
- Pursue grant funding with NCTCOG for Quorum Road bike lane conceptual plans.
- Complete design plans for Beltway bike lane and pedestrian trail project.

Strategic Objective: Improve East-West pedestrian connectivity.

INITIATIVE OR PROJECT

- Pursue grant funding for Belt Line Rd and NTTA pedestrian crossing conceptual plan.
- Develop plans for trail segments (Town Hall, Finance Building, and Winwood Park) that will connect east and west.
- Begin discussions with partnering municipalities and property owners to develop solutions to barriers of an East-West trail connection.

FY2026 STRATEGIC PLAN KEY FOCUS AREAS



STRATEGIC OBJECTIVE: Update and implement Master Transportation Plan (MTP).

INITIATIVE OR PROJECT

- Update the Master Transportation Plan in alignment with the Advance Addison 2050 Comprehensive Plan.

STRATEGIC OBJECTIVE: Address first mile/last mile TOD connectivity.

INITIATIVE OR PROJECT

- Work with DART on potential connector program and explore other mobility options.
- Complete construction documents for Westgrove and Quorum Road bike lanes and pursue Traffic Alternative-Set Aside funding.
- Partner with DART for construction management of the Cottonbelt Trail.

STRATEGIC OBJECTIVE: Connect major destinations in Town.

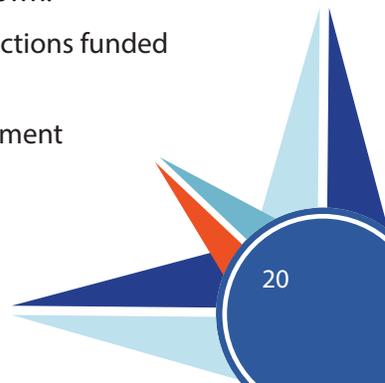
INITIATIVE OR PROJECT

- Work with NCTCOG on pedestrian studies and potential connections in Town and regionally.
- Complete construction to extend Redding Trail to Midway Road Trail.

STRATEGIC OBJECTIVE: Improve pedestrian safety.

INITIATIVE OR PROJECT

- Develop pedestrian crossing plan and improve crossings throughout Town.
- Complete upgrade of the traffic signals and ADA ramps at three intersections funded in FY24.
- Implement pedestrian projects funded by the Highway Safety Improvement Program (HSIP) grant received.



FY2026 STRATEGIC PLAN KEY FOCUS AREAS

KEY FOCUS AREA: INFRASTRUCTURE DEVELOPMENT AND MAINTENANCE

STRATEGIC OBJECTIVE: Continue to invest in and maintain our Asset Management Plan.

INITIATIVE OR PROJECT

- Leverage Asset Management System to identify infrastructure needs and prioritize funding requests as part of the FY2026 budget process.
- Complete upgrade of SCADA system technology and update the control panel at the Kellway Lift Station.
- Present a contract for the Town's water meter system upgrade and begin project management with selected contractor.
- Begin reconstruction of Keller Springs Road (from Dallas North Tollway to Addison Road).
- Begin design phase for reconstruction of Quorum Drive (from Dallas North Tollway to DART Rail Right-of-Way).
- Complete design phase and begin reconstruction of Montfort Drive.
- Complete remaining elements of the Midway Road revitalization project.
- Complete roadway reconstruction of Jimmy Doolittle Drive.
- Complete Les Lacs Pond Improvement project.
- Continue to address asset management needs with Addison Parks, Trails, and Open Space with funded approved in FY2025 budget.
- Execute Facilities projects and improvements funded in FY2025 budget and in the 2019 Bond Program.
- Complete improvements to the Addison Athletic Club, including renovation of Outdoor Pool Restroom and installation of sound system.

STRATEGIC OBJECTIVE: Evaluate infrastructure needs for new development and redevelopment staying true with Addison brand.

INITIATIVE OR PROJECT

- Update Water and Wastewater Master Plans alongside the 2050 Comprehensive Plan.
- Identify alternative funding sources for infrastructure needs by partnering with other agencies such as TxDOT or Dallas County.

FY2026 STRATEGIC PLAN KEY FOCUS AREAS



KEY FOCUS AREA: FINANCIAL HEALTH AND ORGANIZATION EXCELLENCE

STRATEGIC OBJECTIVE: Attract, retain, and develop top tier employees.

INITIATIVE OR PROJECT

- Review and consider annual compensation and benefits for Town employees during FY2026 budget process.
- Invest in employee development and training, including creating internal training for leaders and increased safety training.
- Restructure employee engagement and appreciation programs and events.
- Promote Addison as an employer including creating a new recruitment video.

STRATEGIC OBJECTIVE: Develop a plan for the next bond election.

INITIATIVE OR PROJECT

- Develop a plan for the next bond election.



FY2026 STRATEGIC PLAN KEY FOCUS AREAS

STRATEGIC OBJECTIVE: Implement continuous improvement and business process efficiencies maximizing the Addison way and brand.

INITIATIVE OR PROJECT

- Review and update policies in the employee handbook.
- Improve Utility Billing customer experience through upgrades planned to the Town's ERP system and integrate with upgraded water meter system.
- Review and update the Town's financial policies.
- Implement software to continually monitor the role-based action controls and user permissions in the Town's ERP system.
- Reconfigure the Town's permit management software.
- Release and complete a Request for Qualifications (RFQ) to select pre-qualified list of engineers and architects.
- Evaluate potential opportunities to improve the waste & recycling contract for the Town, including commercial recycling, recycling at Town facilities and events, and/or other recycling options.
- Work with CWD on an audit of waste & recycling to understand percentage of materials that are recycled and potential opportunities to increase.

STRATEGIC OBJECTIVE: Maintain credit rating and a fiscally resilient budget process.

INITIATIVE OR PROJECT

- Continue enhancement of the Long-Term Financial Plan.
- Continue compliance with the Town's fund balance policies.
- Continue to leverage an internal Resource Maximization Committee to help identify cost savings and efficiencies through the FY2026 Budget process.
- Form a Grant Funding Acquisition Committee to maximize efforts to receive outside funding.

STRATEGIC OBJECTIVE: Explore opportunities for consolidating and/or expanding Town facilities.

INITIATIVE OR PROJECT

- Complete remodel of the Addison Conference Centre to transition the facility and add offices and workspaces for a consolidated location.
- Begin design of a new Police & Courts facility.
- Complete lobby renovations at the Service Center to improve building access, security, and customer experience.
- Implement security enhancements at Town facilities funded in FY2025.
- Develop a site plan at and around the Service Center to address Town facility and Airport needs, including new Airport maintenance and fuel storage facilities.

FY2026 STRATEGIC PLAN KEY FOCUS AREAS

KEY FOCUS AREA: COMMUNITY ENGAGEMENT

STRATEGIC OBJECTIVE: Develop a pathway for future community leaders.

INITIATIVE OR PROJECT

- Host an annual Citizen's Academy.
- Develop youth programs to engage students.

STRATEGIC OBJECTIVE: Create meaningful short-term service opportunities.

INITIATIVE OR PROJECT

- Expand volunteer opportunities through the Town and in coordination with other partners.
- Host two (2) Town-initiated community clean-up events.

STRATEGIC OBJECTIVE: Use innovative approaches to marketing and engagement the Addison Way.

INITIATIVE OR PROJECT

- Implement City Sips & Scoops as an ongoing engagement series and diversify locations/times to increase reach.
- Implement new format of the semi-annual Town Meetings to increase engagement.
- Increase community engagement efforts with PD Community Outreach Officer.
- Formalize outreach to homeowner associations and apartment complexes.
- Create defined guidelines for the use of neighborhood meetings in the zoning process.
- Implement a tool to share information on proposed zoning changes through the website.
- Develop and submit a formal request to consolidate the Town's two zip codes, unifying all Addison addresses under a single official zip code.
- Increase recycling education to residents and businesses.



FY2026 STRATEGIC PLAN KEY FOCUS AREAS

KEY FOCUS AREA: VIBRANT ACTIVE COMMUNITY

STRATEGIC OBJECTIVE: Extend the resident and visitor experience by activating our community parks and Town assets.

INITIATIVE OR PROJECT

- Advance strategic goals for The Addison Performing Arts Centre, including increasing facility programming.
- Launch new branding of The Addison Performing Arts Centre and support marketing efforts for programming and to drive the facility as a destination.
- Develop an implementation plan and funding strategies for the Addison Circle Park Vision Plan.

STRATEGIC OBJECTIVE: Enhance Addison gateways and visual appeal of streetscapes to optimize Addison brand.

INITIATIVE OR PROJECT

- Develop a wayfinding signage master plan and begin installing signs.
- Develop construction documents for planting, signage, and paving improvements along the NTTA frontage roads.
- Cover traffic control boxes in artwork to increase visual appeal and leverage for marketing and community engagement purposes.

STRATEGIC OBJECTIVE: Vision and create special moments that make people want to be in Addison (arts, events, AAC, markets) to optimize the Addison brand.

INITIATIVE OR PROJECT

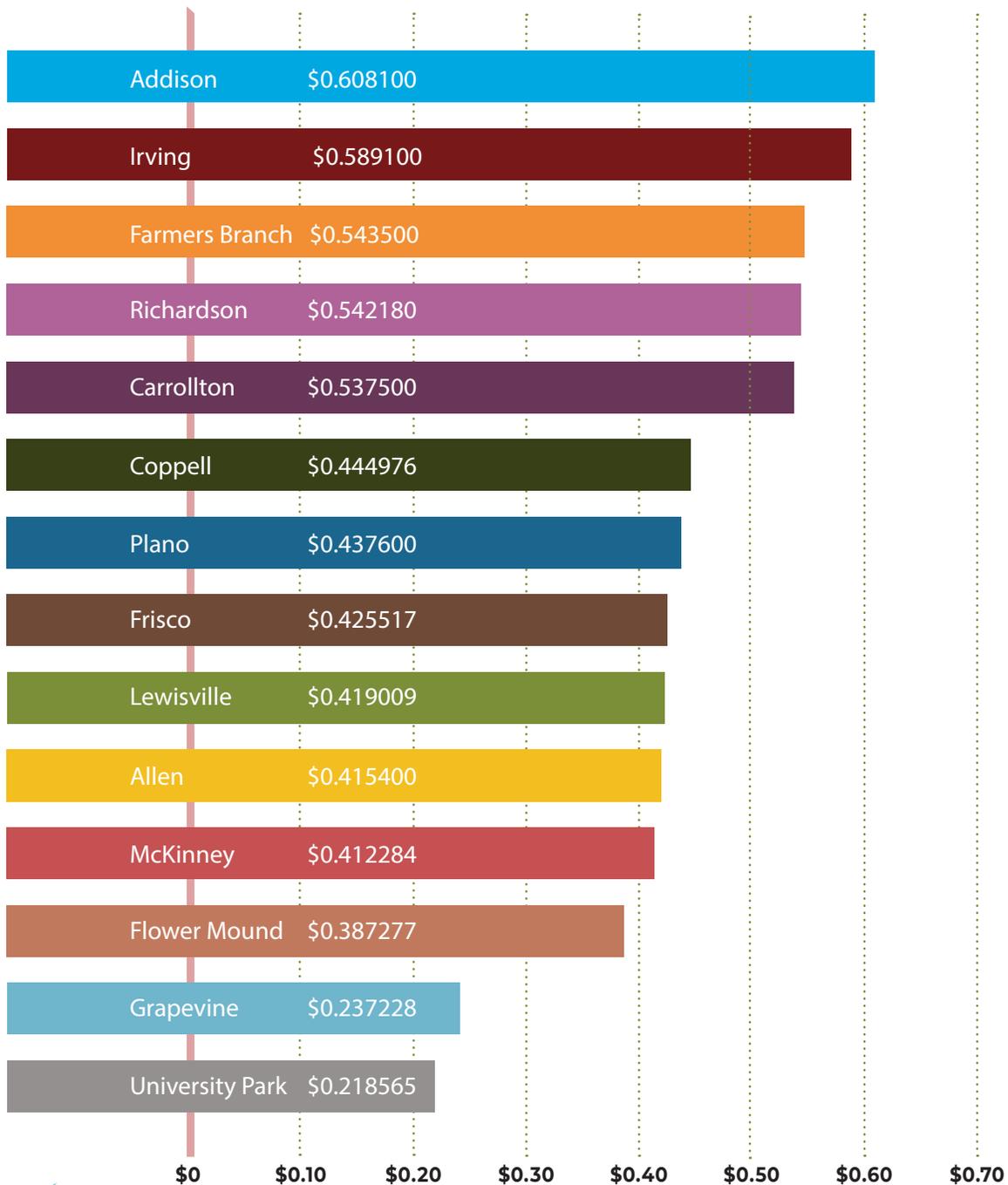
- Leverage Addison public art, placemaking, programming, and dining options to attract visitors to Addison.
- Continue to expand and grow Addison Circle Park programs (e.g. fitness classes, singer/songwriter series, Movie on the Lawn, Yappy Hours, Tree Lighting Event).
- Install Addison Public Safety Art installation at temporary location in Beckert Park and work to identify location for new "Heroes Park" for permanent home for artwork.
- Refresh Taste Addison to enhance the event experience and to drive Addison as a destination.
- Refresh Kaboom Town! to enhance the event experience and to drive Addison as a destination.
- Refresh Oktoberfest to enhance the event experience and to drive Addison as a destination.
- Explore hosting new special events.

FY2026 STRATEGIC PLAN KEY FOCUS AREAS



MUNICIPAL Tax Rate

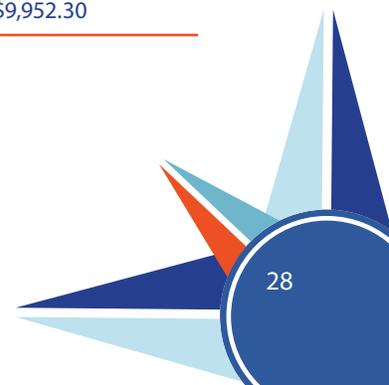
FY2026 TAX RATE



COMPARATIVE TAX: All Taxation Entities

FOR AN AVERAGE ADDISON SINGLE-FAMILY RESIDENCE

DALLAS COLLEGE	FY2025	FY2026
Taxable Value	\$474,475	\$501,878
Tax Rate/\$100	0.105595	0.106575
Tax Levy	\$501.02	\$534.88
DALLAS COUNTY	FY2025	FY2026
Taxable Value	\$474,475	\$501,878
Tax Rate/\$100	0.215500	0.215500
Tax Levy	\$1,022.49	\$1,081.55
DALLAS ISD	FY2025	FY2026
Taxable Value	\$433,784	\$424,613
Tax Rate/\$100	0.997235	0.993835
Tax Levy	\$4,325.85	\$4,219.96
PARKLAND HOSPITAL	FY2025	FY2026
Taxable Value	\$474,475	\$501,878
Tax Rate/\$100	0.212000	0.212000
Tax Levy	\$1,005.89	\$1,063.98
TOWN OF ADDISON	FY2025	FY2026
Taxable Value	\$474,475	\$501,878
Tax Rate/\$100	0.609822	0.608100
Tax Levy	\$2,893.45	\$3,051.93
Totals	\$9,748.71	\$9,952.30



PROPERTY Tax



DISTRIBUTION CALCULATIONS FY2026 ADOPTED BUDGET

FY2026 CERTIFIED TAX ROLL AND LEVY

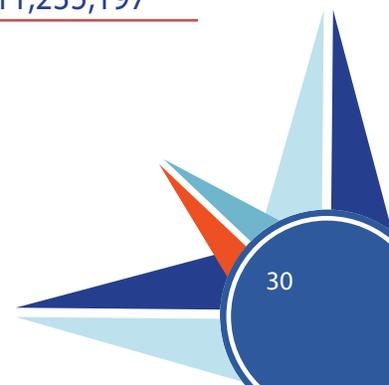
Appraised Valuation (100%)	6,682,574,079
Rate Per \$100	0.608100
Total Tax Levy	\$40,636,733
Percent of Current Collection	96.50%
Estimated Current Tax Collections	\$39,214,447

SUMMARY OF TAX COLLECTIONS

Current Tax	\$39,214,447
Delinquent Tax	(288,000)
Penalty and Interest	99,000
Total FY2026 Tax Collections	\$39,025,447

DISTRIBUTION OF TAX RATE

DISTRIBUTION	Tax Rate	% of Total	Amount
General Fund			
Current Tax			\$25,917,196
Delinquent Tax			(200,000)
Penalty and Interest			75,000
Total	\$0.401899	66.09%	25,792,196
Economic Development Fund			
Current Tax			1,612,171
Delinquent Tax			(11,000)
Penalty and Interest			3,000
Total	\$0.025000	4.11%	1,604,171
Infrastructure Investment Fund			
Current Tax			399,883
Delinquent Tax			(7,000)
Penalty and Interest			1,000
Total	\$0.006201	1.02%	393,883
Total Operations and Maintenance	\$0.433100	71.22%	27,790,250
Debt Service Fund			
Current Tax			11,285,197
Delinquent Tax			(70,000)
Penalty and Interest			20,000
Total	\$0.175000	28.78%	11,235,197

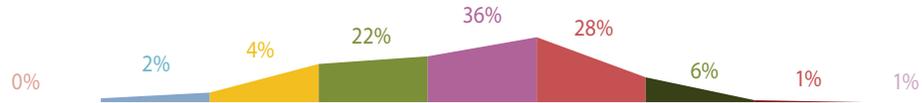


FUND Overview

FY2026 ADOPTED BUDGET

	FY2026
Governmental Funds	
General Fund	\$52,347,290
Special Revenue Funds	
Hotel Fund	\$8,615,990
Economic Development Fund	\$2,174,496
Combined Grant Funds	\$20,000
Combined Other Funds	\$113,770
Self-Funded Project Fund	\$3,277,176
Streets Self-Fund Project Fund	\$1,896,741
General Debt Service Fund	\$12,737,304
Proprietary Funds	
Airport Fund	\$7,939,929
Utility Fund	\$18,479,415
Stormwater Fund	\$3,675,156
Combined Replacement Funds	\$4,880,000
Capital Project Funds	
Combined Bond Funds	\$27,663,878
Cash Reserve Funds	\$7,655,506
Grants	\$-
Total All Funds	\$151,476,651

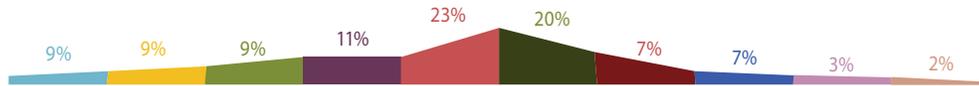
ALL FUNDS REVENUES BY TYPE



FUND OVERVIEW

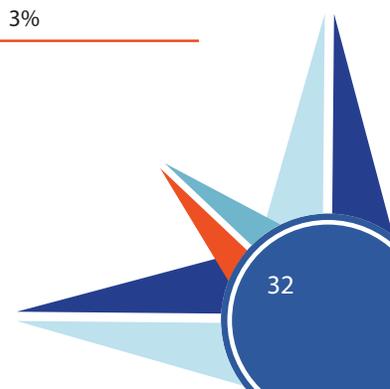
	\$	%
■ Property Tax	39,025,447	36%
■ Service Fees	29,793,855	28%
■ Non-Property Taxes	24,076,000	22%
■ Rental Income	6,214,047	6%
■ Franchise Fees	2,055,000	2%
■ Interest and Other Income	4,061,872	4%
■ Licenses and Permits	1,226,700	1%
■ Fines and Penalties	545,030	1%
■ Intergovernmental	108,750	0%
Total All Funds	107,106,701	

ALL FUNDS EXPENDITURES BY TYPE

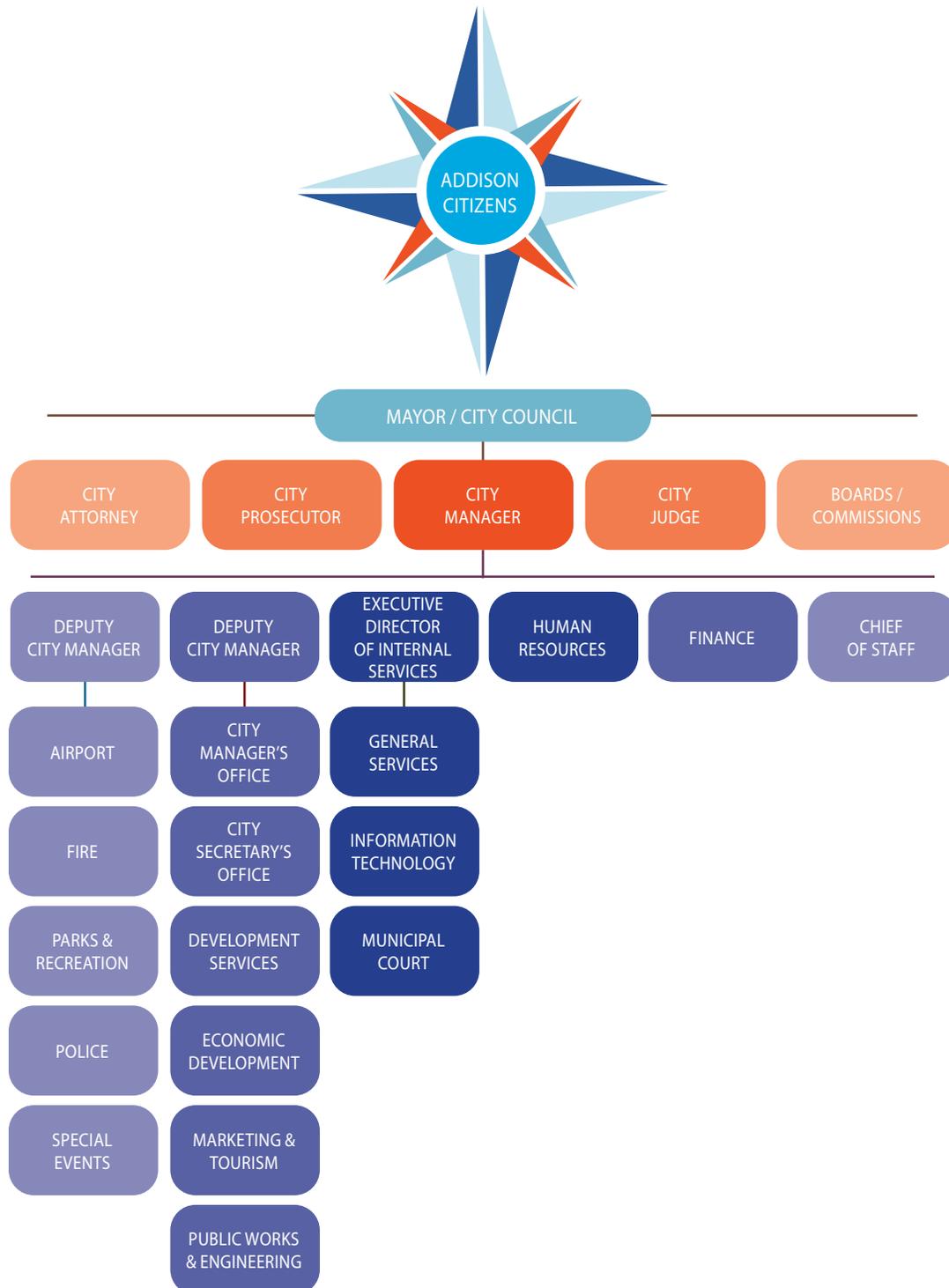


FUND OVERVIEW

	\$	%
■ Public Safety	27,181,833	23%
■ Debt Service	12,737,304	11%
■ Utilities	23,329,571	20%
■ Tourism & Economic Development	10,790,486	9%
■ General Government	11,222,808	9%
■ Capital Projects / Other Uses	10,187,687	9%
■ Parks & Recreation	8,126,242	7%
■ Aviation	8,811,294	7%
■ Streets	2,353,043	2%
■ Urban Development	3,463,364	3%
Total All Funds	118,203,632	



ADDISON STAFF Organization Chart



Departmental Staffing Summary

FY2026 ADOPTED BUDGET	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26	Difference 2025-2026
General Fund					
City Secretary	1.00	1.00	1.00	1.00	-
City Manager	5.40	4.15	4.15	4.15	-
Finance	11.00	10.00	10.00	9.25	(0.75)
General Services	7.50	7.50	7.50	7.50	-
Municipal Court	5.00	5.00	5.00	5.00	-
Human Resources	3.00	3.00	3.00	3.00	-
Information Technology	7.00	7.00	7.50	7.50	-
Police	75.00	75.00	72.00	72.00	-
Fire	60.00	59.75	59.75	56.75	(3.00)
Development Services	19.00	19.00	22.50	22.50	-
Streets	5.40	5.40	5.40	5.40	-
Parks	28.00	28.00	27.50	27.50	-
Recreation	15.70	15.70	15.70	15.70	-
Total General Fund	243.00	240.50	241.00	237.25	(3.75)
Hotel Fund	11.50	14.80	14.80	14.80	-
Economic Development Fund	3.00	3.00	3.50	4.50	1.00
Airport Fund	20.60	22.10	22.10	26.65	4.55
Utility Fund	29.70	29.70	29.70	28.90	(0.80)
Stormwater Fund	8.50	9.50	9.50	9.50	-
Capital Improvements Program	4.00	4.00	4.00	4.00	-
Total All Funds	320.30	323.60	324.60	325.60	1.00

All positions are shown as full-time equivalents (FTEs).



FUND Summaries

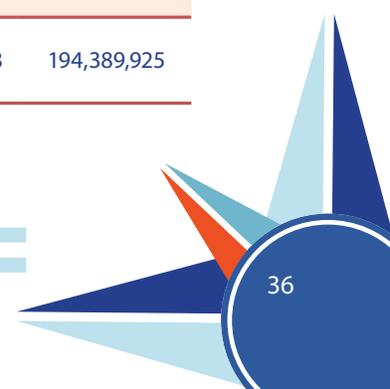
COMBINED SUMMARY OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

	Special Revenue Funds					Combined
	General Fund	Hotel	Economic Development	Combined Grants	Combined Other	Debt Service Funds
Beginning Balance	21,018,948	5,765,693	3,384,254	80,528	13,941,853	563,549
Revenues						
Ad Valorem Tax	25,792,196	-	1,604,171	-	-	11,235,197
Non-property Taxes	18,400,000	5,676,000	-	-	-	-
Franchise Fees	2,035,000	-	-	-	20,000	-
Licenses & Permits	1,225,700	-	-	-	-	-
Intergovernmental	-	-	-	8,750	-	-
Service Fees	3,357,939	1,641,000	-	-	-	-
Fines & Penalties	390,000	-	-	-	50,030	-
Rental Income	89,100	120,000	-	-	-	-
Interest & Other Income	1,057,500	300,000	75,000	1,500	1,285,500	50,000
Total Revenues	52,347,435	7,737,000	1,679,171	10,250	1,355,530	11,285,197
Transfers from Other Funds	-	-	-	-	-	1,366,831
Other Financing Sources - Leases	-	-	-	-	-	-
Total Available Resources	73,366,383	13,502,693	5,063,425	90,778	15,297,383	13,215,577

Total Revenues	107,106,701
Decrease in Fund Balance	(9,730,100)
Total Appropriable Funds	97,376,601

**CITY COUNCIL FY2026 ADOPTED ANNUAL BUDGET
WITH COMPARISONS TO FY2025 ESTIMATES
AND FY2024 ACTUAL**
ALL FUNDS SUBJECT TO APPROPRIATION

Capital Infrastructure Investment Fund	Proprietary Funds			Internal Service Combined Replacement	Total All Funds		
	Airport	Utility	Stormwater		2025-26 Budget	2024-25 Estimated	2023-24 Actual
3,482,296	8,072,261	9,592,456	8,544,102	7,747,708	82,193,648	89,876,451	82,601,023
393,883	-	-	-	-	39,025,447	37,929,146	35,679,220
-	-	-	-	-	24,076,000	23,855,000	23,970,642
-	-	-	-	-	2,055,000	2,101,001	2,059,519
-	-	-	1,000	-	1,226,700	1,211,700	1,641,950
-	100,000	-	-	-	108,750	2,017,385	237,868
-	1,562,000	17,392,745	2,625,000	3,215,171	29,793,855	28,952,613	26,982,754
-	-	105,000	-	-	545,030	493,400	516,825
-	6,004,947	-	-	-	6,214,047	5,934,096	5,928,719
175,000	334,200	282,422	225,000	275,750	4,061,872	9,365,678	9,013,518
568,883	8,001,147	17,780,167	2,851,000	3,490,921	107,106,701	111,860,019	106,031,016
-	-	-	-	-	1,366,831	2,572,958	5,375,540
-	-	-	-	-	-	-	382,346
4,051,179	16,073,408	27,372,623	11,395,102	11,238,629	190,667,180	204,309,428	194,389,925



FUND SUMMARIES

COMBINED SUMMARY OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE

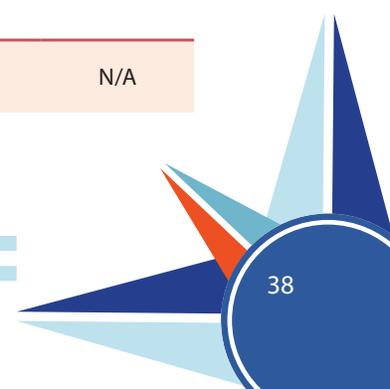
	Special Revenue Funds					Combined
	General Fund	Hotel	Economic Development	Combined Grants	Combined Other	Debt Service Funds
Beginning Balance	21,018,948	5,765,693	3,384,254	80,528	13,941,853	563,549
Expenditures						
Personnel Services	34,149,515	2,072,446	698,354	-	26,270	-
Supplies	1,790,274	56,240	13,910	-	107,025	-
Maintenance	4,350,867	465,324	33,040	-	1,059,743	-
Contractual Services	9,229,333	4,730,482	461,706	20,000	376,373	8,000
Capital Replacement/ Lease	2,475,038	241,498	11,527	-	-	-
Debt Service	-	-	-	-	-	12,729,304
Capital Outlay	352,263	30,000	-	-	2,671,535	-
Total Operating Expenditures	52,347,290	7,595,990	1,218,537	20,000	4,240,946	12,737,304
Transfers to other funds	-	-	-	-	-	-
One-Time Decision Package	-	785,000	43,000	-	-	-
Capital Improvements	-	235,000	-	-	1,046,741	-
Economic Incentives	-	-	912,959	-	-	-
Total Expenditures	52,347,290	8,615,990	2,174,496	20,000	5,287,687	12,737,304
Ending Fund Balances	21,019,093	4,886,703	2,888,929	70,778	10,009,696	478,273
Fund Balance Percentage	40.2%	64.3%	237.1%	353.9%	236.0%	3.8%
Fund Balance Policy Requirement (1)	25.0%	25.0%	25.0%	N/A	N/A	N/A

(1) It is a goal of the City Council to maintain a General Fund ending fund balance of 30% per financial policy.

FUND SUMMARIES

CITY COUNCIL FY2026 ADOPTED ANNUAL BUDGET WITH COMPARISONS TO FY2025 ESTIMATES AND FY2024 ACTUAL ALL FUNDS SUBJECT TO APPROPRIATION

Capital	Proprietary Funds			Internal Service	Total All Funds		
Infrastructure Investment Fund	Airport	Utility	Stormwater	Combined Replacement	2025-26 Budget	2024-25 Estimated	2023-24 Actual
3,482,296	8,072,261	9,592,456	8,544,102	7,747,708	82,193,648	89,876,451	82,601,023
-	3,766,304	3,195,365	934,142	-	44,842,396	42,178,090	39,163,364
-	60,063	234,367	24,250	-	2,286,129	2,183,796	2,253,945
-	707,995	1,279,758	624,592	3,810,000	12,331,319	9,325,983	8,642,149
-	1,596,664	11,126,582	329,260	-	27,878,400	31,310,993	26,505,815
-	250,720	187,248	56,140	-	3,222,171	3,266,963	2,653,726
-	873,809	1,754,345	874,315	-	16,231,773	15,276,457	13,640,948
-	-	-	-	1,070,000	4,123,798	5,617,192	4,651,283
-	7,255,555	17,777,665	2,842,699	4,880,000	110,915,986	109,159,474	97,511,230
-	534,374	-	832,457	-	1,366,831	2,572,958	5,375,540
-	150,000	701,750	-	-	1,679,750	418,500	386,380
-	871,365	1,175,000	-	-	3,328,106	9,464,848	912,234
-	-	-	-	-	912,959	500,000	328,090
-	8,811,294	19,654,415	3,675,156	4,880,000	118,203,632	122,115,780	104,513,474
4,051,179	7,262,114	7,718,208	7,719,946	6,358,629	72,463,548	82,193,648	89,876,451
0.0%	100.1%	43.4%	271.6%	130.3%	65.3%	75.3%	92.2%
N/A	25.0%	25.0%	25.0%	N/A	N/A	N/A	N/A



CHANGE IN Ending Fund Balance

CHANGE IN ENDING FUND BALANCE	Projected Appropriable Fund Balance 9/30/25	Projected Appropriable Fund Balance 9/30/26	% Change
General Fund	\$21,018,950	\$21,019,095	0%
General Fund	21,018,950	21,019,095	0%
Enterprise Funds	\$26,208,819	\$22,700,268	-13%
Airport Fund	8,072,261	7,262,114	-10%
Stormwater Fund	8,544,102	7,719,946	-10%
Utility Fund	9,592,456	7,718,208	-20%
Special Revenue Funds	\$17,734,324	\$13,129,567	-26%
Hotel Fund	5,765,693	4,886,7039	-15%
Economic Development Fund	3,384,254	2,888,929	-15%
Advanced Funding Grant Fund	80,528	70,778	-12%
Self-Funded Special Projects Fund	7,530,499	4,428,323	-41%
Justice Administration Fund	91,373	98,903	8%
Child Safety Fund	213,648	206,148	-4%
Court Technology Fund	54,692	41,692	-24%
Building Security Fund	26,129	9,859	-62%
Addison Grove Escrow Fund	151	151	0%
Public Safety Forfeiture Fund	21,572	12,072	-44%
PEG Fees Fund	2,236	7,736	246%
General Obligation Debt Service Fund	563,549	478,273	-15%
Capital Projects Funds	\$3,482,296	\$4,051,179	16%
Infrastructure Investment Fund	3,482,296	4,051,179	16%
Internal Service Funds	\$7,747,708	\$6,358,629	-18%
Capital Replacement Fund	2,859,861	4,052,861	42%
Information Technology Replacement Fund	4,393,436	1,382,357	-69%
Facility Maintenance Fund	494,411	923,411	87%

EXPLANATION OF CHANGES IN FUND BALANCE GREATER THAN 10%

AIRPORT FUND

The Airport fund has programmed use of reserves including \$871 thousand for planned capital projects.

STORMWATER FUND

The Stormwater fund has programmed use of reserves including \$832 thousand for the FY2026 State Infrastructure Bank loan payment.

UTILITY FUND

The Utility fund has programmed use of reserves including \$1.175 million for planned capital projects.

ADVANCED FUNDING GRANT FUND

The Advanced Funding Grant fund has estimated use of reserves for contractual services in FY2026.

SELF-FUNDED SPECIAL PROJECTS FUND

The Self-Funded Projects fund has programmed use of reserves for one-time CIP improvements.

COURT TECHNOLOGY FUND

The Court Technology fund has programmed use of reserves for planned technology service improvements.

BUILDING SECURITY FUND

The Building Security fund has budgeted expenses exceeding revenues by \$16,270 due to a projected decrease in fines and penalties in FY2026.

PUBLIC SAFETY FORFEITURE FUNDS

The Public Safety Forfeiture fund has budgeted use of reserves for public safety training and equipment.

PEG FEES FUND

The PEG Fees fund has programmed use of reserves for planned equipment improvements.

GENERAL OBLIGATION DEBT SERVICE FUND

The General Obligation Debt Service Fund has budgeted for an estimated State Infrastructure Bank loan payment of \$1,200,000 in FY2026.

INFRASTRUCTURE INVESTMENT FUND

The Infrastructure Investment Fund has programmed no expenditures for capital projects and will re-evaluate during the mid-year budget process.

CAPITAL REPLACEMENT FUND

The Capital Replacement Fund has revenues exceeding expenditures by \$1,193,000 as a result of a decrease in capital outlay expenses, which are cyclical from year to year.

INFORMATION TECHNOLOGY REPLACEMENT FUND

The Information Technology Replacement fund has programmed use of reserves including \$3 million for planned capital projects.

FACILITY MAINTENANCE FUND

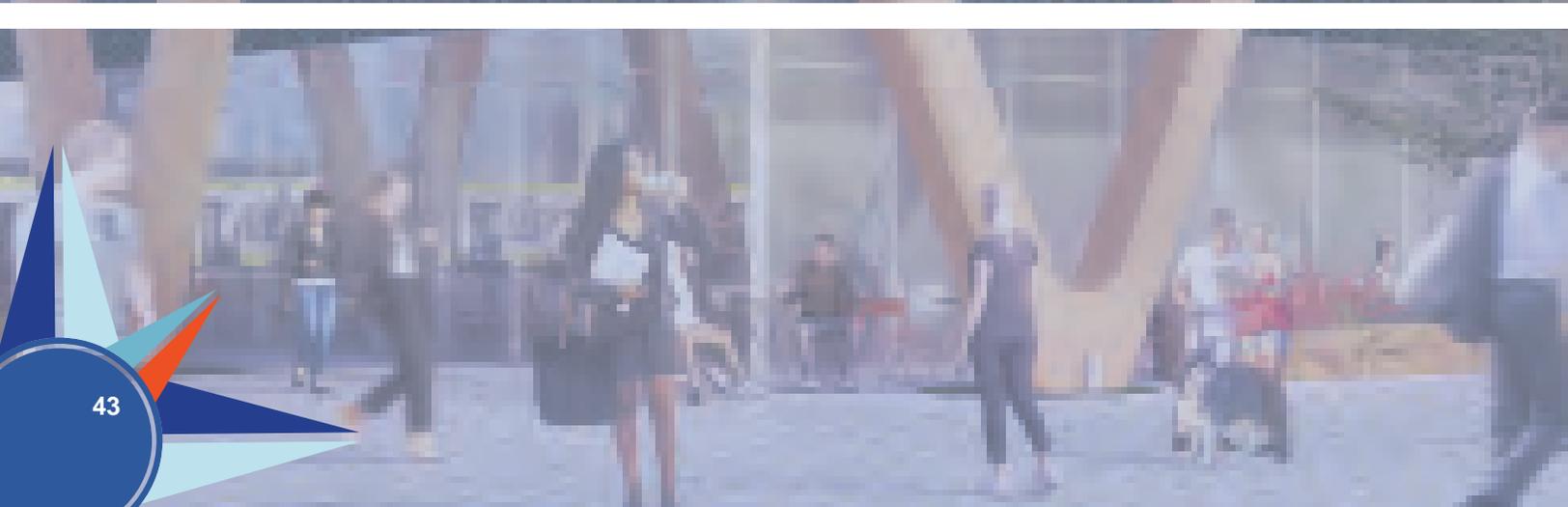
The Facility Maintenance fund has revenues exceeding expenditures by \$429,000 as a result of a decrease in capital outlay expenses, which are variable from year to year.

BUDGETED FUNDS

Relationships

A matrix is provided below to show the relationships between the Town's funds and various fund types. Funds presented below only represent operational budgeted funds.

FUND	Governmental			
	General	Special Revenue	Debt Service	Capital Projects
General Fund	x			x
Hotel Fund		x		
Economic Development Fund		x		
General Obligation Debt Service			x	
Advanced Funding Grant Fund		x		
Justice Administration		x		
Child Safety Fund		x		
Court Technology Fund		x		
Infrastructure Investment Fund		x		x
Building Security Fund		x		
Streets Self-Funded Projects Fund		x		x
Addison Grove Escrow Fund		x		
Public Safety Forfeiture Fund		x		
PEG Fees Fund		x		
Self-Funded Special Projects Fund				x
Airport Fund				
Stormwater Fund				
Utility Fund				
Capital Replacement Fund				
Information Technology Fund				
Facility Maintenance Fund				





GENERAL Fund



GENERAL Fund

FUND DESCRIPTION

The General Fund is the largest governmental fund and accounts for most of the financial resources of the general government. General Fund revenues include property tax, sales tax, licenses and permits, service charges and other types of revenue. The General Fund usually includes most of the basic operating services, such as fire and police protection, parks and recreation, development services, street maintenance, and general government administration.

FUND NARRATIVE

During the budget process, it is the General Fund which receives the most scrutiny from Town staff, the Council, and the public. The attention is deserved because it is this fund that reflects most of the critical issues affecting the community, from establishing a tax rate to determining employee staffing and benefits. The following narrative reports the major aspects of the General Fund budget for both the concluding and new fiscal year. Operational accomplishments and goals are reported in the department narratives.

CONCLUDING FISCAL YEAR PERFORMANCE

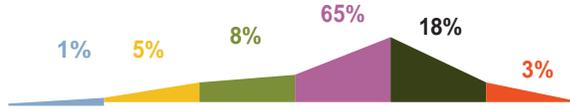
Revenues for FY2025 are estimated to be \$52,004,018, which represents an increase of \$1,730,693 or 3.3 percent above FY2025 adopted budget revenues, but is 1.3 percent below FY2024 actual revenues. The increase in estimated over budgeted FY2025 revenues is the result of higher than anticipated sales tax collections as well as the institution of a new rental registration program. Revenues collected from property taxes are expected to come in at budget.

GENERAL FUND BY MAJOR COST CATEGORY

CATEGORY	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$30,900,386	\$33,016,516	\$32,741,374	\$34,149,515
Supplies	1,759,838	1,728,719	1,710,612	1,790,274
Maintenance	3,659,389	4,047,164	4,012,759	4,350,867
Contractual Services	8,601,268	8,660,210	8,959,981	9,229,333
Capital Replacement/Lease	2,117,711	2,513,511	2,513,511	2,475,038
Capital Outlay	445,569	303,269	303,269	352,263
Total Fund Budget	\$47,484,161	\$50,269,389	\$50,241,506	\$52,347,290

City government is a service industry that relies predominantly on its employees to serve the community. A majority of costs are associated with employee salaries and benefits.

GENERAL FUND OPERATING EXPENDITURES BY COST CATEGORY



Category	BUDGET 2026
■ Personnel Services	\$34,149,515
■ Supplies	1,790,274
■ Maintenance	4,350,867
■ Contractual Services	9,229,333
■ Capital Replacement / Lease	2,475,038
■ Capital Outlay	352,263
Total Department Budget	\$52,347,290

Expenditures (excluding transfers) are expected to total \$50,241,506 in FY2025. The differences in revenues and a higher beginning fund balance contributed to an estimated ending fund balance of \$21,018,952, which is \$215,261 more than budgeted.

2025-2026 BUDGET NARRATIVE

There are four components that make up the Town’s ad valorem tax rate of \$0.608100 per \$100 of appraised value: operations & maintenance, debt service, economic development, and dedicated funding for the Infrastructure Investment Fund. A tax rate of \$0.401899 is levied to generate revenues to fund the operations and maintenance activities budgeted in the General Fund. The revenue generated from this portion of the tax rate will increase in FY2026 to \$25,917,196. Other major tax revenues are sales taxes and alcoholic beverage taxes. Sales taxes and alcoholic beverage taxes are projected to remain steady from FY2025 to FY2026.

Total fund expenditures for the 2026 fiscal year have been appropriated at \$52,347,290 (excluding transfers) which is \$2,077,901 more than the FY2025 budget.

The ending fund balance of \$21,019,097 is 40.2 percent of operating expenditures, which is above the minimum balance required by the Town’s financial policies. The long-term financial plan for the General Fund anticipates adjusting expenditures for a two and a half percent inflationary increase each year along with moderate increases in revenue(1).

1 Please refer to Appendix B for the Town’s financial policies.



GENERAL FUND



GENERAL FUND STATEMENT OF REVENUE AND EXPENDITURES

Beginning Balance

Revenues

Ad valorem taxes
Non-property taxes
Franchise fees
Licenses and permits
Service fees
Fines and penalties
Interest earnings
Rental income
Other

Total Revenues

Total Resources Available

EXPENDITURES GENERAL GOVERNMENT

City Secretary
City Manager
Finance
General Services
Municipal Court
Human Resources
Information Technology
Combined Services
City Council
Public Safety
Police
Emergency Communications
Fire
Development Services
Streets
Parks and Recreation
Parks
Recreation

Total Expenditures

Other Financing Sources (Uses)
Debt Service
Transfer to Other Funds

Ending Fund Balance

GENERAL FUND

Actual 2023-24	Budget 2024-25	Estimated 2024-25	Budget 2025-26
\$20,682,959	\$20,799,755	\$20,856,440	\$21,018,952
24,601,667	25,465,206	25,465,206	25,792,196
18,595,761	17,465,000	18,500,000	18,400,000
2,033,581	2,055,000	2,076,001	2,035,000
1,639,875	1,210,700	1,210,700	1,225,700
2,597,545	2,726,319	3,246,419	3,357,939
350,930	335,000	335,000	390,000
2,060,831	650,000	800,000	700,000
8,640	8,600	8,600	89,100
831,617	357,500	362,092	357,500
52,720,446	50,273,325	52,004,018	52,347,435
73,403,404	71,073,080	72,860,458	73,366,387
251,528	260,131	260,712	292,292
1,174,382	1,179,935	1,188,001	1,386,806
1,970,741	2,013,188	2,285,896	1,985,025
1,592,424	1,888,887	1,882,127	1,925,345
680,963	704,632	709,276	724,044
637,739	749,123	751,564	760,279
2,317,852	2,398,709	2,409,193	2,505,662
1,258,576	1,180,585	1,180,585	1,206,458
403,664	391,766	390,509	436,897
12,741,883	13,124,832	13,119,463	14,022,596
1,917,253	1,909,006	1,909,006	2,020,155
10,702,820	11,105,525	10,957,241	11,139,082
2,322,114	3,255,290	3,158,021	3,463,364
2,267,292	2,316,292	2,301,164	2,353,043
5,346,033	5,651,687	5,614,108	5,924,832
1,898,897	2,139,801	2,124,640	2,201,410
47,484,161	50,269,389	50,241,506	52,347,290
386,380	-	-	-
176,424	-	-	-
4,500,000	-	1,600,000	-
\$20,856,440	\$20,803,691	\$21,018,952	\$21,019,097

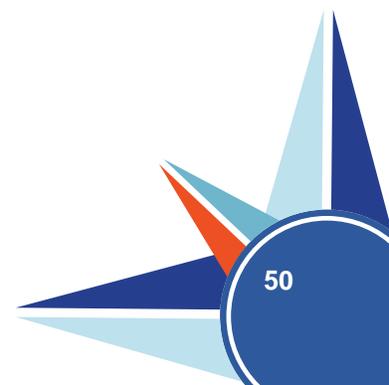


GENERAL FUND

GENERAL FUND STATEMENT OF REVENUES BY SOURCE	ACTUAL 2023-24	BUDGET 2024-25
Ad valorem taxes		
Current taxes	\$25,000,925	\$25,615,206
Delinquent taxes	(471,087)	(200,000)
Penalty and interest	71,829	50,000
Non-property taxes		
Sales tax	17,298,041	16,165,000
Alcoholic beverage tax	1,297,720	1,300,000
Franchise/right-of-way use fees		
Electric franchise	1,491,544	1,525,000
Gas franchise	297,695	275,000
Telecommunication access fees	152,514	160,000
Cable franchise	91,828	95,000
Licenses and permits		
Business licenses and permits	219,243	225,700
Building and construction permits	1,420,632	985,000
Service fees		
General government	-	-
Public safety	1,300,804	1,094,000
Urban development	3,862	87,200
Streets and sanitation	509,198	508,500
Recreation	137,387	96,000
Interfund	646,294	940,619
Court fines	350,930	335,000
Interest earnings	2,060,831	650,000
Rental income	8,640	8,600
Other	831,617	357,500
Total Revenues	\$52,720,446	\$50,273,325

GENERAL FUND

ESTIMATED 2024-25	BUDGET 2025-26
\$25,615,206	\$25,917,196
(200,000)	(200,000)
50,000	75,000
17,200,000	17,100,000
1,300,000	1,300,000
1,525,000	1,525,000
316,001	275,000
150,000	150,000
85,000	85,000
225,700	240,700
985,000	985,000
-	-
1,194,000	1,159,000
477,200	517,200
508,500	508,500
126,100	152,550
940,619	1,020,689
335,000	390,000
800,000	700,000
8,600	89,100
362,092	357,500
\$52,004,018	\$52,347,435



CITY COUNCIL

Special Projects

DEPARTMENT MISSION

To account for funds appropriated by the City Council for special projects not directly related to Addison operations. Also included are expenses incurred by the Mayor and six members of the Council in performing their responsibilities as elected officials of Addison.

NON-PROFIT FUNDING

Each fiscal year, the City Council allocates funding for non-profit organizations that provide services to the Addison community. Interested organizations are given an opportunity to submit a request for funds during the budget process and make presentations to the Council. Town staff also reviews all applicable financials and verifies the organization is in good standing with both the IRS and the Texas Secretary of State. At its October 14, 2025 meeting, Council formally approved FY2026 funding for the following organizations:

- Holiday in the Park (\$60,000)
- Metrocrest Social Services (\$187,129)
- Dallas Cat Lady (\$5,000)
- Jewish Family Service (\$25,000)
- Woven Health Clinic (\$5,000)

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$51,213	\$49,857	\$48,600	\$50,468
Supplies	20,553	20,000	20,000	20,000
Contractual Services	331,899	321,909	321,909	366,429
Total Department Budget	\$403,664	\$391,766	\$390,509	\$436,897

CITY MANAGER'S Office

DEPARTMENT MISSION

The City Manager provides recommendations to Council concerning policies and programs and effectively implement and administer the policies established by the City Council. The department ensures the efficient and effective operation of city services and leads the organization forward in line with the core values and strategic plan.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Advanced annual Strategic Plan objectives and reported on progress through the Public Dashboard on the Town's website.
- Presented and began implementation of the Town facilities strategy, including remodel of the Conference Centre into new Town Hall (anticipated completion Fall 2025).
- Advanced Transit-Oriented Development (TOD) project presenting a revised vision.
- Monitored the 2025 Texas Legislative Session and advocated in alignment with the Town's adopted Legislative Priorities.
- Led a new Council Committee (Community Partnership Committee) to evaluate and make recommendations on the annual Non-Profit Funding Program and process.

OBJECTIVES FOR FY2026

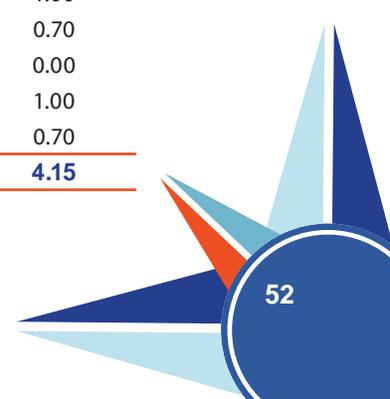
- Advance and report progress on Strategic Plan objectives to Council and the Community. Develop next phase to report on key measures through the dashboard.
- Advance Transit-Oriented Development project and agreements.
- Develop a plan for a next bond election in 2026.
- Lead the Zip Code unification project with USPS in an effort to consolidate the Town's two zip codes into a single official zip code.

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$966,954	\$917,183	\$924,514	\$985,647
Supplies	31,106	27,129	25,729	27,283
Maintenance	25,906	87,506	104,500	133,365
Contractual Services	134,028	131,729	116,870	171,347
Capital Replacement/Lease	16,388	16,388	16,388	69,164
Total Department Budget	\$1,174,382	\$1,179,935	\$1,188,001	\$1,386,806

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
City Manager ¹	N/C	1.00	0.75	0.75	0.75
Deputy City Manager	138	1.00	1.00	1.00	1.00
Chief of Staff	134	0.70	0.70	0.70	0.70
Assistant to the City Manager ²	123	1.00	0.00	0.00	0.00
Executive Assistant	115	1.00	1.00	1.00	1.00
Volunteer Coordinator	113	0.70	0.70	0.70	0.70
Total		5.40	4.15	4.15	4.15

¹This position is not classified in the pay plan.

²This position was eliminated mid-year in FY2025.



CITY Secretary

DEPARTMENT MISSION

The mission of the City Secretary's Office is to promote open and responsive government through proper recording and preservation of the Town's legislative history and official documents; providing responsive customer service to our diverse customer base; and conducting fair and impartial city elections.

The City Secretary's Office provides citizens with information on formal actions of the City Council; meeting dates, time, and places; election data; ordinances, contracts, deeds, and other official town documents. The City Secretary's Office also promotes open and responsive government through proper recording and preservation of the Town's legislative history and official documents; providing responsive customer service to our diverse customer base; and conducting fair and impartial city elections.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Completed implementation of new agenda management software, OneMeeting.
- Managed May 2025 General Election cycle for three City Council Members.
- Created process and forms for the following:
 - City Manager / Mayor Signature Request
 - Mayoral / Town Proclamation Request
 - City Council Calendar Event Request

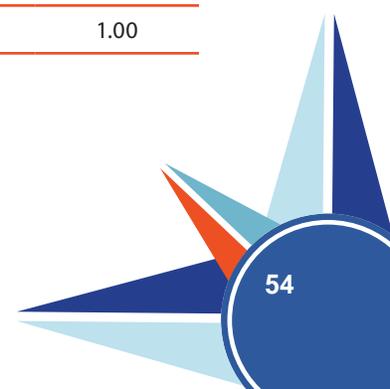
OBJECTIVES FOR FY2026

- Update the Texas Alcoholic Beverage Commission (TABC) review process in collaboration with Development & Neighborhood Services.
- Create and implement a townwide Records Management Policy and program.
- Create "super public records" webpage.



EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$161,869	\$157,931	\$158,512	\$166,021
Supplies	8,108	10,950	10,950	9,750
Maintenance	7,584	12,000	12,000	33,660
Contractual Services	73,966	79,250	79,250	78,250
Capital Replacement/Lease	-	-	-	4,611
Total Department Budget	\$251,528	\$260,131	\$260,712	\$292,292

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
City Secretary	131	1.00	1.00	1.00	1.00
Total		1.00	1.00	1.00	1.00



COMBINED Services

DEPARTMENT MISSION

The Combined Services department reflects expenditures incurred by the Town as a single entity in the conduct of its operations. These expenditures include the Town's memberships in various state and local organizations, attorney fees, and insurance premiums.

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$111,279	\$107,500	\$107,500	\$107,500
Supplies	31,949	23,500	23,500	20,000
Contractual Services	1,115,348	1,049,585	1,049,585	1,078,958
Total Department Budget	\$1,258,576	\$1,180,585	\$1,180,585	\$1,206,458



DEVELOPMENT Services

DEPARTMENT MISSION

To manage the planning, development, and growth of Addison in a manner that results in a pleasant, safe, attractive, and sustainable environment and that enhances the quality of life for all of Addison's citizens and visitors. To protect the public's health and welfare through enforcement of the Town's codes regarding zoning, construction, community safety, food service, swimming pools, and a myriad of environmental hazards.

This division encompasses two divisions: Development Services and Neighborhood Services. Development services include building inspection, development review, and long-range planning, while Neighborhood Services, includes environmental health, and code enforcement.



DEVELOPMENT SERVICES

ACCOMPLISHMENTS OF FY2025

- Facilitated development of the Comprehensive Plan, Advance Addison 2050.
- Facilitated adoption of the Unified Development Code (UDC). Improved development processes to incorporate UDC and make more customer-friendly.
- Made enhancements to Permitting and Licensing Software, EnerGov.
- Launched Neighborhood Vitality Grant Program.
- Implemented Rental and Lodging Registration and Inspection Program.
- Code Compliance staff obtained Certified Pool and Spa Operator (CPO) Certification.
- Reimagined Annual Community Garage Sale event.
- Incorporated Animal Services into the department.

OBJECTIVES FOR FY2026

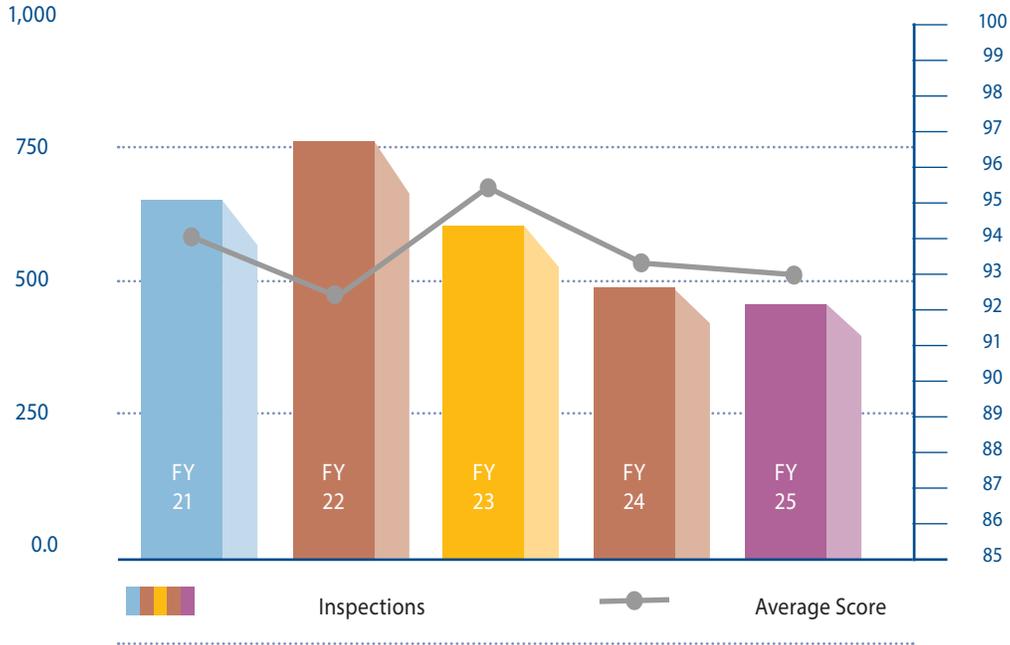
- Adopt and implement Comprehensive Plan, Advance Addison 2050, including online tracking tool.
- Complete Transit-Oriented Development (TOD) Entitlements.
- Conduct Department-wide cost of service evaluation and fee adjustments.
- Implement permanent animal sheltering operations for Animal Services.
- Implement Vacant Building Registration Program.
- Improve development process to make more customer-friendly (website, resource, and process enhancements).

	FY2021	FY2022	FY2023	FY2024	FY2025
Health:					
Inspections	671	782	629	497	467
Average Score	94.1	92.4	95.4	93.8	93.3
Building Inspection:					
Total Permits Issued	1,259	1,201	1,013	1,231	1,478
Total Permit Valuation	\$64,121,217	\$187,047,913	\$158,600,733	\$180,595,717	236,522,827

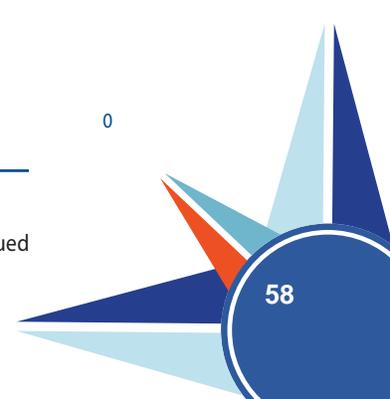
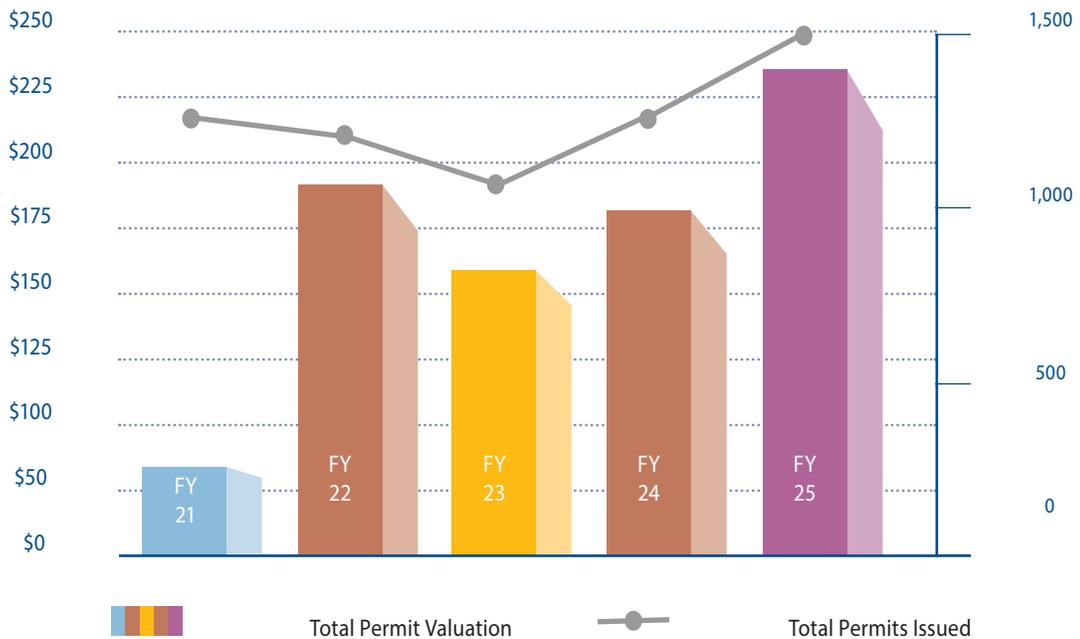
The department grades each food establishment for sanitary conditions. Any score higher than 80 is acceptable. Establishments with lower scores are given 24 hours to correct any deficiencies depending upon their size and grade history. Restaurants are inspected two to six times each year.

DEVELOPMENT SERVICES

NUMBER OF FOOD INSPECTIONS & AVERAGE SCORES



NUMBER & DOLLAR VALUE OF BUILDING PERMITS ISSUED (IN MILLIONS)



DEVELOPMENT SERVICES



Expenditures	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$1,983,957	\$2,616,824	\$2,519,555	\$2,742,324
Supplies	69,621	59,643	59,643	57,095
Maintenance	26,208	94,695	94,695	107,959
Contractual Services	204,634	436,434	436,434	460,186
Capital Replacement/Lease	37,694	47,694	47,694	95,800
Total Department Budget	\$2,322,114	\$3,255,290	\$3,158,021	\$3,463,364

STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
Director of Development & Neighborhood Services	134	1.00	1.00	1.00	1.00
Building Official	129	1.00	1.00	1.00	1.00
Assistant Director of Neighborhood Services	127	1.00	1.00	1.00	1.00
Assistant Director of Development Services	127	1.00	1.00	1.00	1.00
Neighborhood Services Manager	124	1.00	1.00	1.00	1.00
Comprehensive Planning Manager	124	1.00	1.00	1.00	1.00
Development Relations Project ¹	124	0.00	0.00	0.50	0.50
Environmental Health Manager	124	1.00	1.00	1.00	1.00
Animal Services Supervisor ²	117	0.00	0.00	1.00	1.00
Management Analyst	117	1.00	1.00	1.00	1.00
Senior Building Inspector	117	2.00	2.00	2.00	2.00
Senior Plans Examiner	117	1.00	1.00	1.00	1.00
Senior Environmental Health Specialist	116	1.00	1.00	1.00	1.00
Senior Code Compliance Officer	116	1.00	1.00	1.00	1.00
Executive Assistant	115	1.00	1.00	1.00	1.00
Environmental Health Specialist	114	1.00	1.00	1.00	1.00
Code Compliance Officer	113	2.00	2.00	2.00	2.00
Senior Permit Technician	113	1.00	1.00	1.00	1.00
Animal Services Officer ²	110	0.00	0.00	2.00	2.00
Records Clerk	109	1.00	1.00	1.00	1.00
Total		19.00	19.00	22.50	22.50

¹A Development Relations Project Manager (0.50 FTE) position was added mid-year FY2025 and partially allocated (0.50 FTE) in Economic Development.

²Animal Services Supervisor and Animal Services Officers moved from Police to Development Services in FY2025.

EMERGENCY Communications

DEPARTMENT MISSION

This function reflects expenditures incurred by the Town for emergency communications. These expenditures include the Town's emergency dispatch services, radio maintenance, and other emergency management services related to public safety. Expenses associated with this department are for the North Texas Emergency Communication Center (NTECC) consolidated dispatch.

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Maintenance	\$198,071	\$44,733	\$44,733	\$84,733
Contractual Services	1,719,182	1,864,273	1,864,273	1,935,422
Total Department Budget	\$1,917,253	\$1,909,006	\$1,909,006	\$2,020,155



FINANCE Division

DEPARTMENT MISSION

To proactively serve all customers equally by providing timely, accurate, clear and complete financial information and services.

This department encompasses budgeting, purchasing, management analysis, financial reporting, treasury, risk management, accounts receivable and payable, payroll, debt management, utility and airport billing, hotel tax, auditing, and non-profit funding. The Chief Financial Officer is charged with satisfying this mission by providing general supervision to all department functions. The department develops the Town's Annual Comprehensive Financial Report (ACFR), the Town's Annual Budget, and all transparency reporting.

PROGRAM NARRATIVE

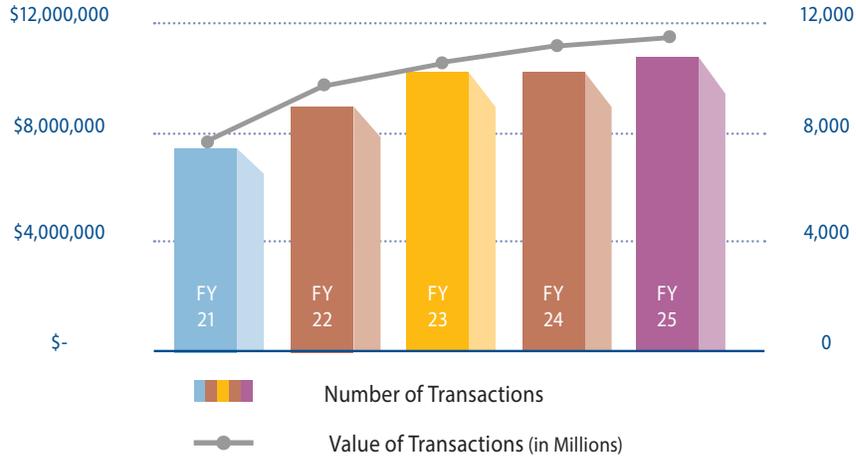
ACCOMPLISHMENTS OF FY2025

- Implemented ThirdLine software to audit user roles in our Enterprise Resource Planning (ERP) Software, MUNIS.
- Transitioned from Frost Bank to PlainsCapital Bank to earn/save an additional \$1.3 million over a 5-year contract.
- Closed on \$44.6 million State Infrastructure Bank loan at a 2.51% interest rate.
- Assisted in the creation and implementation of a Tourism Public Improvement District (TPID).
- Received the third GFOA Triple Crown (one of 25 Texas cities).
- Received the six-star Texas Transparency Trailblazer award from the Texas Comptroller (one of 11 local governments in Texas).

OBJECTIVES FOR FY2026

- Implement new Utility Billing Portal in MUNIS.
- Assist with the implementation of smart meters for Utility Billing.
- Build a performance measures dashboard in Envisio Strategic Plan software for improved reporting & analytics.
- Assist with new proposed bond program creation.
- Assist with implementation of a TIRZ (if approved by Council).

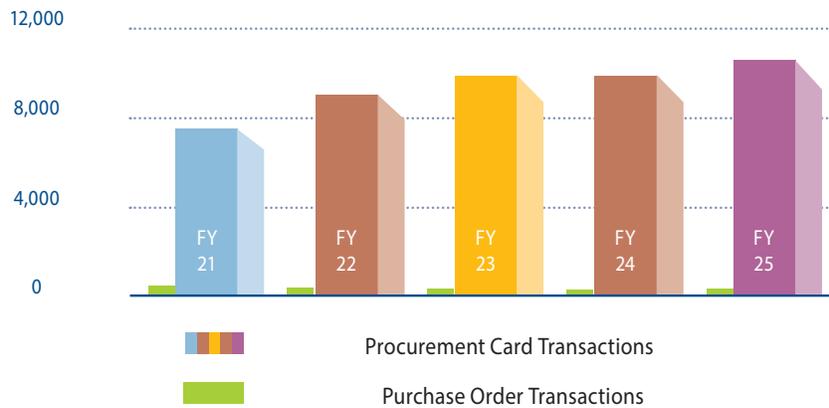
PROCUREMENT CARD TRANSACTIONS



PROCUREMENT CARD TRANSACTIONS

	FY21	FY22	FY23	FY24	FY25
Number of Transactions	7,673	8,929	9,739	9,792	10,291
Value of Transactions (in millions)	\$7,836,911	\$9,574,811	\$10,328,318	\$11,124,189	\$11,258,606

PROCUREMENT TRANSACTIONS BY METHOD



	FY21	FY22	FY23	FY24	FY25
Purchase Order Transactions	491	428	470	602	519
Procurement Card Transactions	7,673	8,929	9,739	9,792	10,291
Total	8,164	9,357	10,209	10,394	10,810

FINANCE DIVISION

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$1,371,898	\$1,354,203	\$1,330,727	\$1,297,894
Supplies	13,243	14,363	14,559	14,498
Maintenance	42,898	84,420	69,267	98,978
Contractual Services	514,393	531,893	843,034	541,505
Capital Replacement/Lease	28,309	28,309	28,309	32,150
Total Department Budget	\$1,970,741	\$2,013,188	\$2,285,896	\$1,985,025

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Chief Financial Officer	135	1.00	0.75	0.75	0.75
Assistant Director of Finance ¹	130	0.25	0.25	0.25	-
Controller	127	0.75	0.75	0.75	0.75
Budget Manager	126	1.00	1.00	1.00	1.00
Purchasing Manager	125	1.00	1.00	1.00	1.00
Accounting Manager	124	0.50	0.50	0.50	0.50
Risk Management and Payroll Manager ²	122	1.00	1.00	-	-
Treasury Supervisor ³	121	-	-	1.00	0.50
Senior Accountant ²	120	-	-	1.00	1.00
Senior Budget Analyst	119	1.00	0.75	0.75	0.75
Senior Treasury Analyst ³	119	1.00	1.00	-	-
Accountant	117	0.50	0.50	0.50	0.50
Management Analyst	117	1.00	1.00	1.00	1.00
Senior Accounting Specialist	113	1.00	0.75	0.75	0.75
Accounting Specialist	111	1.00	0.75	0.75	0.75
Total		11.00	10.00	10.00	9.25

¹This position has been partially reallocated (0.25 FTE) to the Airport Fund in FY2026 totaling 0.50 FTE.

²This position was reclassified from Risk Management and Payroll Manager to Senior Accountant in FY2025.

³This position was reclassified from Senior Treasury Analyst to Treasury Supervisor and partially reallocated (0.50 FTE) to Airport Fund in FY2025.

FIRE Department

DEPARTMENT MISSION

To save lives, protect property, and serve with integrity. The Department performs the following functions: fire suppression, including crash and fire rescue for aircraft utilizing Addison Airport; fire inspection prevention and investigation; and emergency medical services (EMS) with advanced life support capabilities practiced by professionally trained paramedics.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Implemented new operations schedule.
- Received numerous awards/recognitions:
 - Including Texas Best Practices, Heart Safe Community, Mission Lifeline Gold.
- Conducted esophageal pre-cancer screening at no cost.
- Implemented reliable funding for employee mental health wellness.
- Received new Engine and Medic as part of the CERF.
- Station 1 Facility Updates: HVAC, Roof, Generator, Restroom Remodel.

OBJECTIVES FOR FY2026

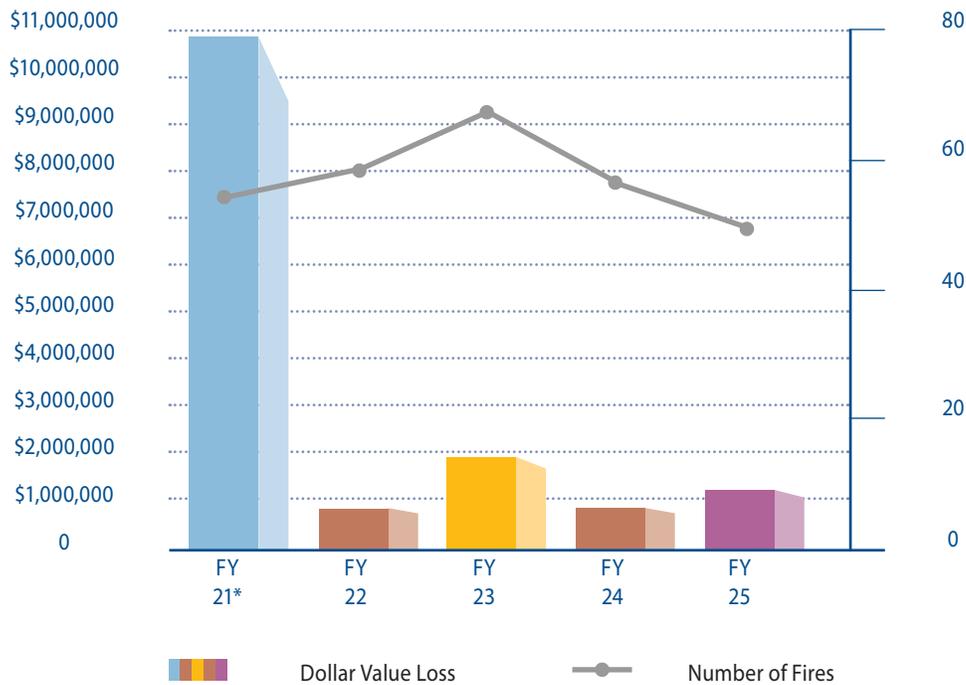
- Implement a competitive, step-based performance pay plan for sworn personnel. Dependent on Council direction.
- Meet the organization's needs in operational and prevention staffing levels.
- Increase Paramedic Field Training Officer compensation.
- Implement a data-proven Fitness Program.
- Incorporate F3 foam in place of AFFF due to safety and exposure risks.
- Applied for an \$80k grant from Metrocrest Hospital Authority to increase the number of AED's in the community and incorporate Narcan administration into community engagement with hotel/motel staff in town.



FIRE DEPARTMENT

	FY2021*	FY2022	FY2023	FY2024	FY2025
Number of Fires	55	58	67	54	49
Dollar Value Loss	\$10,905,801	\$897,952	\$1,858,450	\$781,370	\$1,076,550

NUMBER OF FIRES & CORRESPONDING PROPERTY LOSS



*Large percentage of loss in FY 2021 was as a result of the third alarm fire on Quorum - \$10,500,000



FIRE DEPARTMENT

Expenditures	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$9,065,481	\$9,394,719	\$9,246,435	\$9,363,969
Supplies	324,472	305,367	305,367	323,528
Maintenance	323,818	390,421	390,421	412,653
Contractual Services	443,251	432,367	432,367	440,157
Capital Replacement/Lease	532,651	582,651	582,651	598,775
Capital Outlay	13,148	-	-	-
Total Department Budget	\$10,702,820	\$11,105,525	\$10,957,241	\$11,139,082

STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
Fire Chief	135	1.00	1.00	1.00	1.00
Assistant Fire Chief	F8	2.00	2.00	2.00	2.00
Battalion Chief	F7	3.00	3.00	3.00	3.00
Battalion Chief - Administration	F7	1.00	1.00	1.00	1.00
Fire Captain	F6	9.00	9.00	9.00	9.00
Driver/Engineer ²	F4	9.00	9.00	9.00	6.00
Emergency Management Coordinator ¹	127	1.00	0.75	0.75	0.75
Firefighter/Paramedic	F3	29.00	29.00	29.00	29.00
Paramedic	F2	2.00	2.00	2.00	2.00
Fire Administrative Manager	119	1.00	1.00	1.00	1.00
Fire Prevention Technician	F1	1.00	1.00	1.00	1.00
Department Assistant	109	1.00	1.00	1.00	1.00
Total		60.00	59.75	59.75	56.75

¹ An Emergency Management Coordinator (1.0 FTE) position was added in FY2024 and has been partially reallocated 0.25 FTE to Airport Fund in FY 2025.

² 3.0 FTE Driver/Engineer positions were moved to the Airport Fund in FY2026.



GENERAL Services

DEPARTMENT MISSION

To provide efficient and effective facilities, fleet, and asset management services through sustainable and collaborative programs that align with the Town's mission.

The department provides services of the highest quality, accountability, efficiency, and effectiveness to maintain and repair the Town's facilities and fleet.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Enhanced facility maintenance (quality and quantity):

Fiscal Year	# Service Requests Completed
FY23	1,225
FY24	2,873
FY25 (based on first 6 months)	3,158
We transitioned from a reactive approach to be more proactive and predictive.	

- Managed major Town facility projects:
 - Fire Station #1 HVAC, roof, restrooms, flooring, and cabinets.
 - Addison Conference Centre Renovation Project.
 - Service Center Lobby and Office Space Project.
 - Access Control Project.
 - The Addison Performing Arts Centre Interior Project.
 - Exterior paint at The Addison, Conference Centre, and Stone Cottage.
 - Town Hall Roof and Exterior Project.
 - Addison Athletic Club Repairs.
- Refinement of Town's Asset Management System.

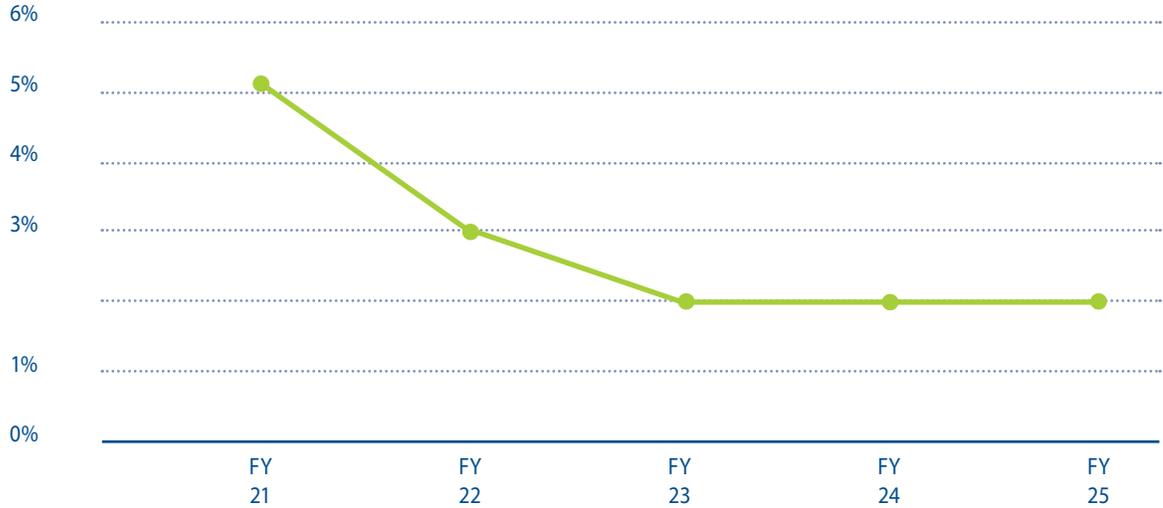
OBJECTIVES FOR FY2026

- Utilize the Asset Management System to further reduce the impacts of deferred maintenance and optimize fleet operations.
- Expand centralized control over HVAC settings and schedules (2019 Bond funds).

GENERAL SERVICES

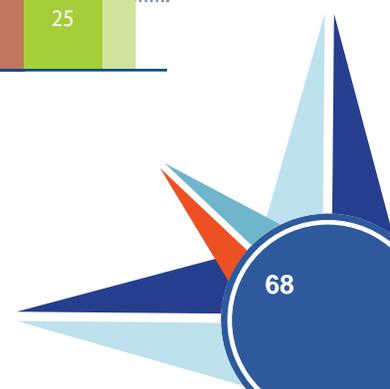
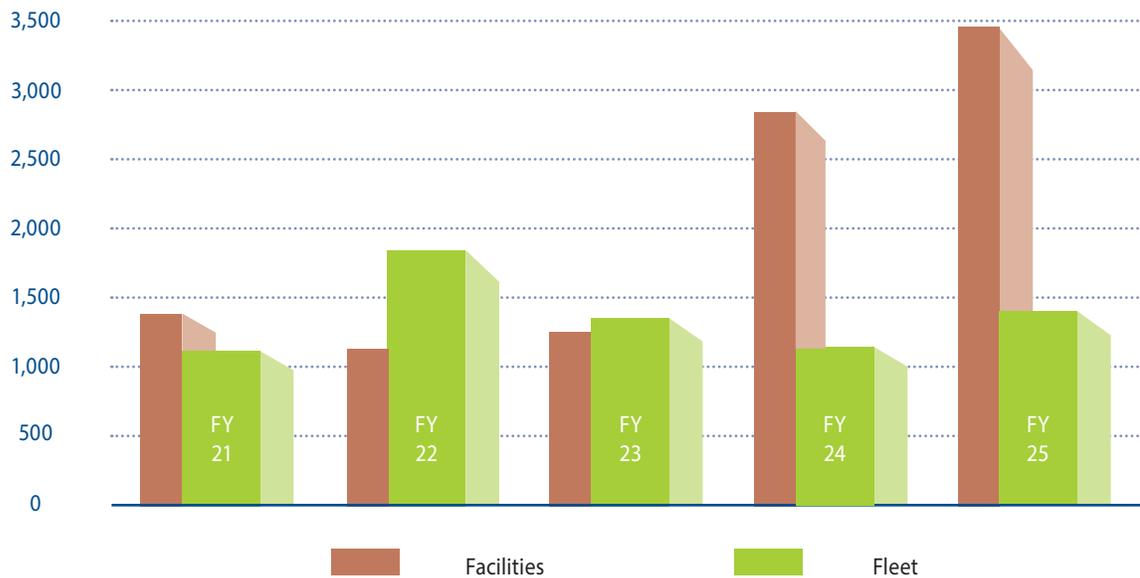
FLEET DOWNTIME

(as a percentage of time in operation)



	FY2021	FY2022	FY2023	FY2024	FY2025
Downtime of Fleet Vehicles	5.2%	3.0%	2.0%	2.0%	2.0%
Facilities	1,374	1,086	1,225	2,873	3,471
Fleet	1,129	1,816	1,344	1,105	1,410

WORK ORDERS PROCESSED



GENERAL SERVICES

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$903,807	\$952,740	\$945,980	\$1,015,687
Supplies	31,715	32,514	32,514	31,857
Maintenance	103,642	157,801	157,801	147,883
Contractual Services	63,281	80,853	80,853	86,818
Capital Replacement/Lease	489,979	664,979	664,979	643,100
Total Department Budget	\$1,592,424	\$1,888,887	\$1,882,127	\$1,925,345

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Director of General Services	131	1.00	1.00	1.00	1.00
Asset Management and Fleet Manager	128	1.00	1.00	1.00	1.00
Assistant Director of General Services	127	1.00	1.00	1.00	1.00
Management Assistant	114	1.00	1.00	1.00	1.00
Facilities Specialist	110	3.00	3.00	3.00	3.00
Facilities Assistant	107	0.50	0.50	0.50	0.50
Total		7.5	7.5	7.5	7.5



DEPARTMENT MISSION

To assist the Town of Addison in providing an environment that promotes high performance, customer service, accountability, integrity, involvement, and diversity.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- With Council direction, expanded Addison Athletic Club membership to employees' family members. Obtained a Wellness Credit of \$15,000 from BCBS.
- Utilized the Town's ERP system to implement and train on a new Employee Performance Evaluation module. Updated the evaluation template for FY2026 performance cycle.
- Launched the BraveHeart: Approach to Leadership program in Spring 2025.
- Reviewed and revamped the Town's Medical Plan Offering with a detailed presentation to employees; added 3 new voluntary employee benefits (Pet Insurance, Legal Services, & ID Theft Protection).
 - 9% increase in employee enrollment into HDHP with Health Savings Account for 2025 vs 2024, resulting in approximately \$40,000 in savings.
- Partnered with Marketing & Tourism to create employee recognition video for Public Service Recognition week.
- Led recruitment efforts and on-boarded 39 new full-time employees and 15 seasonal employees.

LinkedIn Recruiter Stats

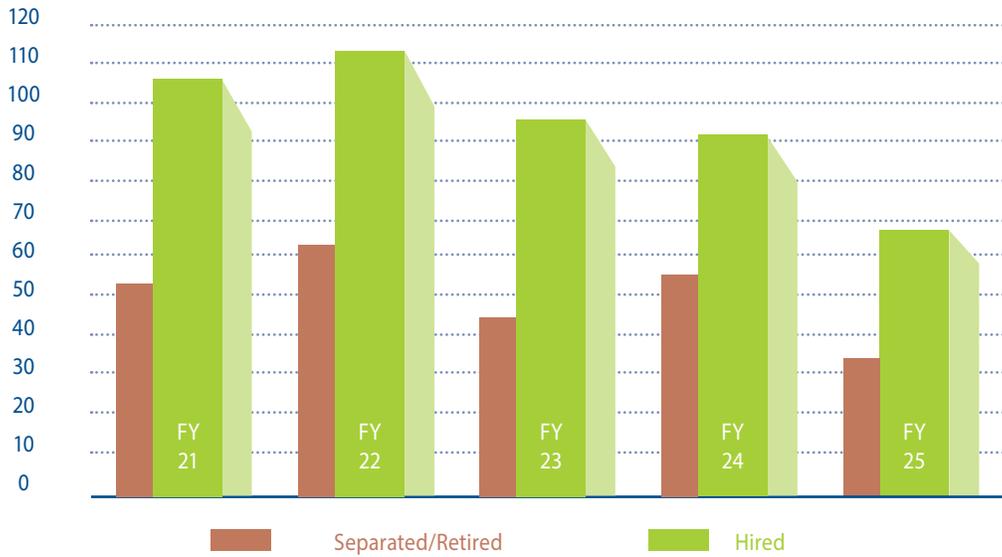
Job Views	6.6 K
Job Apply Clicks	625.0
Job Apply Rate	9.5%

OBJECTIVES FOR FY2026

- Dependent upon Council direction, assist in the development of a performance-based step pay plan for sworn Police and Fire personnel.
- Implement and train on a Benefits Open Enrollment Module across the organization.
 - Utilize our ERP system to allow employees to elect their benefits and see real-time cost differentiators to their paycheck.
- Implement and train employees on Title VI Nondiscrimination Plan for TxDOT compliance.
- Develop a comprehensive Safety Program.

HUMAN RESOURCES

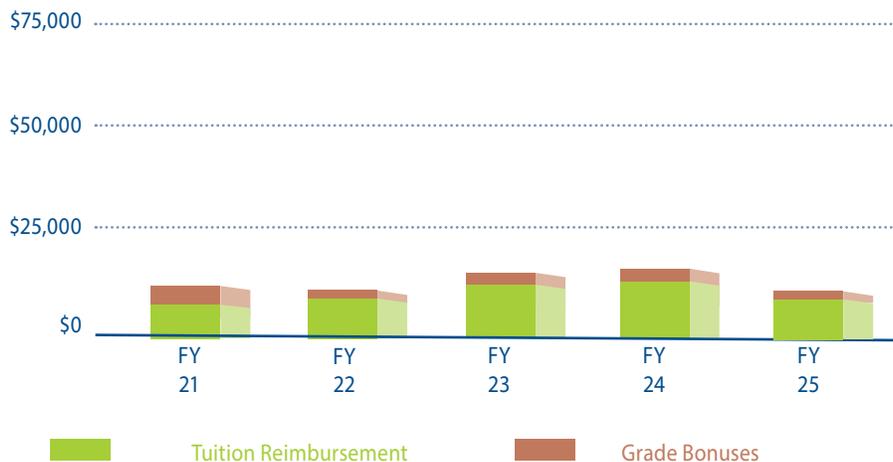
EMPLOYEES PROCESSED



HIRES BY TYPE



TUITION REIMBURSEMENT

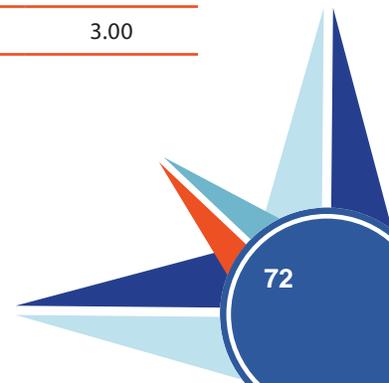


HUMAN RESOURCES

	FY2021	FY2022	FY2023	FY2024	FY2025
Employees Processed:					
Separated/Retired	53	62	43	54	33
Hired	106	112	95	91	67
Hiring by Type:					
New Hires	73	76	56	58	52
Promotions	33	36	39	33	15
Educational Incentives:					
Tuition Reimbursement	\$8,059	\$9,453	\$12,899	\$13,672	\$9,085
Grade Bonuses	\$4,192	\$1,983	\$2,758	\$2,400	\$1,500

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$339,758	\$457,055	\$459,496	\$463,618
Supplies	95,746	88,503	88,503	92,153
Maintenance	12,137	12,380	12,380	18,878
Contractual Services	179,888	180,974	180,974	176,408
Capital Replacement/Lease	10,211	10,211	10,211	9,222
Capital Outlay	-	-	-	-
Total Department Budget	\$637,739	\$749,123	\$751,564	\$760,279

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Director of Human Resources	134	1.00	1.00	1.00	1.00
Senior HR Business Partner	121	1.00	1.00	1.00	1.00
Human Resources Coordinator	115	1.00	1.00	1.00	1.00
Total		3.00	3.00	3.00	3.00



INFORMATION Technology

DEPARTMENT MISSION

To support initiatives that utilize information technology to facilitate the Town's mission of public service. The Department's focus is to provide easy access to secure, reliable, and timely data. The Department is committed to retaining quality staff, investigating new technologies, and collaborating with other departments to provide effective technical solutions.

PROGRAM NARRATIVE

ACHIEVEMENTS FOR FY2025

- Implemented a 2-factor authentication system for network security.
- Upgraded SCADA (Supervisory Control and Data Acquisition) system.
- Upgraded the communication system linking the FAA Tower, NTECC, and the Addison Fire Department.
- Implemented a pilot program to evaluate the feasibility and effectiveness of the Flock Safety system as a potential replacement for the existing system.
- Replaced the Municipal Court and the Enterprise Resource Planning (ERP) systems payment processing providers.
- Provided technical expertise to the General Services Department for the selection of an access control system.
- Implemented a VOIP (Voice Over Internet Protocol) solution to replace the existing (PRI) Traditional Phone Lines.
- 0% network downtime. Completed 2,269 Service Calls in FY24-25 (April 1 - March 31).

OBJECTIVES FOR FY2026

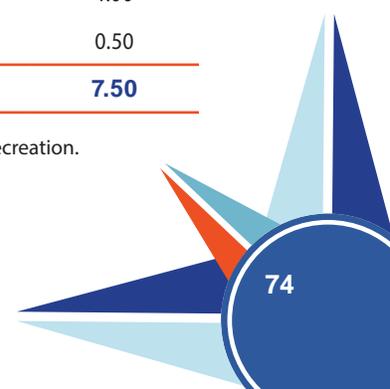
- Continue redesigning and upgrading the permit/inspection system with Development Services.
- Support software improvements and automations with various departments.
- Implement the new Utility Billing portal.
- Implement Madison's artificial intelligence platform to reference and research Town's database of codes, agendas, minutes, strategic planning, charter, and P&Z.
- Redesign and upgrade Town's Local Area Network architecture from 'star' to a fully redundant 'ring' topology.
- Design and deploy a network segmentation solution to create isolated network zones and improve security.
- Migrate Town's Disaster Recovery co-location to the City of Allen, utilizing the recently signed Interlocal Agreement (ILA) for sharing server room space in each city's data centers.
- Replace the existing LPR (License Plate Recognition) network with the Flock Safety solution.
 - Upgrade the AXON taser and Dashcam system.
 - Replace Town's Network equipment/software/solutions.
 - Ensure seamless IT infrastructure transition during the Town Hall relocation.



EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$1,319,767	\$1,379,418	\$1,389,902	\$1,458,310
Supplies	36,593	57,114	57,114	58,826
Maintenance	826,617	848,939	848,939	853,446
Contractual Services	116,983	95,346	95,346	84,360
Capital Replacement/Lease	17,892	17,892	17,892	50,720
Total Department Budget	\$2,317,852	\$2,398,709	\$2,409,193	\$2,505,662

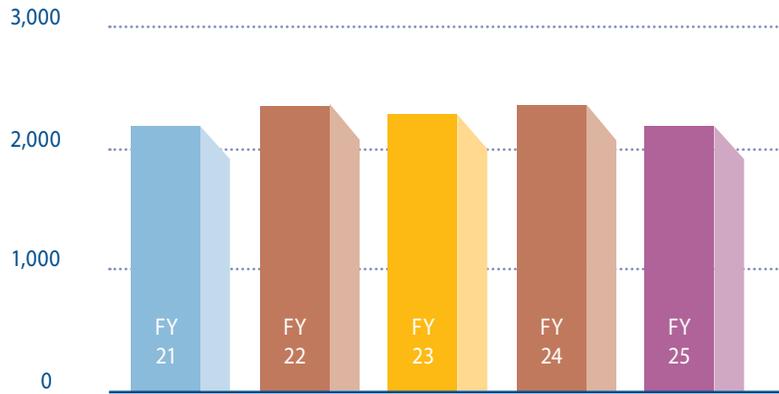
STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
Executive Director of Internal Services	136	1.00	1.00	1.00	1.00
Assistant Director of Information Technology	130	1.00	1.00	1.00	1.00
Network Specialist	127	4.00	4.00	4.00	4.00
Senior ERP Specialist	127	1.00	1.00	1.00	1.00
Management Analyst¹	117	-	-	0.50	0.50
Total		7.00	7.00	7.50	7.50

¹The Management Analyst position is shared between two Departments - Information Technology and Parks & Recreation.



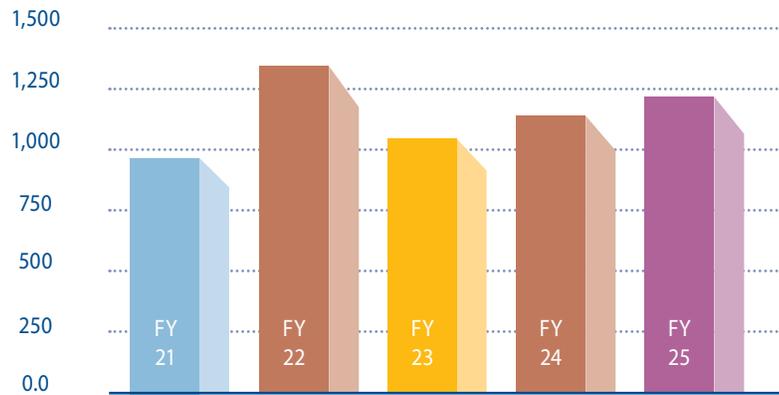
INFORMATION TECHNOLOGY

NUMBER OF SERVICE CALLS



NUMBER OF UNIQUE WEBSITE VISITORS

(In Thousands)



	FY2021	FY2022	FY2023	FY2024	FY2025
Page Views on Websites*	976,251	1,357,791	1,044,423	1,139,228	1,214,500
Number of Service Calls	2,171	2,378	2,235	2,330	2,139

*Data includes page views for website and microsities

DEPARTMENT MISSION

Provide an impartial forum to adjudicate the charges brought by the State against an individual, provide a high level of integrity, professionalism, and customer service so that trust and accountability are exemplified to the public.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

Judicial Appoints & Training

Completed the appointment process for Presiding and Alternate Municipal Court Judges for the 2025-2026 term. Delivered comprehensive training to the newly appoint Alternate Judge.

Juvenile Diversion Compliance

Adopted a Juvenile Diversion Plan in compliance with the Code of Criminal Procedure.

Court Website Modernization

Updated and enhanced the court's website as part of the Town's broader site conversion initiative. Launched an online platform to allow jurors to respond to their summons electronically.

Electronic Records Management

Collaborated with Tyler Technologies to begin the phased electronic destruction of eligible court records. This project will extend into the next fiscal year due to the large volume of records meeting retention requirements.

Warrant Data Integration

Redesigned setup in courtroom to permit for more prosecutor independence and reducing and eliminating the need for a clerk to be present during pre-trials.

OBJECTIVES FOR FY2026

Legislative Compliance

Implement statutory updates in alignment with the new requirements from the 2025 Legislative Session.

Records Management Optimization

Complete the electronic records destruction process initiated in FY2025 to establish an annual purge schedule to support efficient records management.

Court Procedure Enhancements

Collaborate with the Prosecutor and Presiding Judge to develop and publish updated standing orders to streamline operations and improve clarity for both staff and the public.

Comprehensive Fine Assessment

Conduct a detailed fine survey to benchmark current penalties against neighboring municipalities and implement adjustments as needed to ensure alignment and fairness.

Interdepartmental Coordination

Partner with Neighborhood Services to enhance coordination on code enforcement filings and prepare for projected increases in caseload volume.

Juror Data Modernization

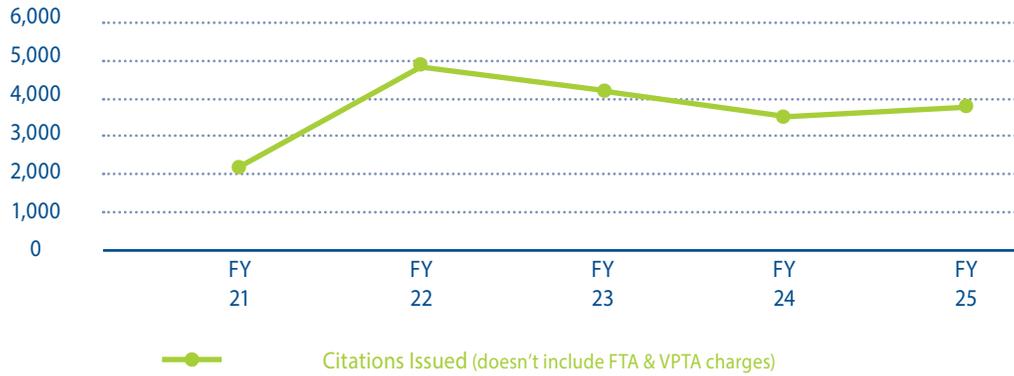
Update the jury pool database using the latest voter registration data to enhance accuracy and promote inclusivity in juror selection.

Collection Performance Review (LGBS)

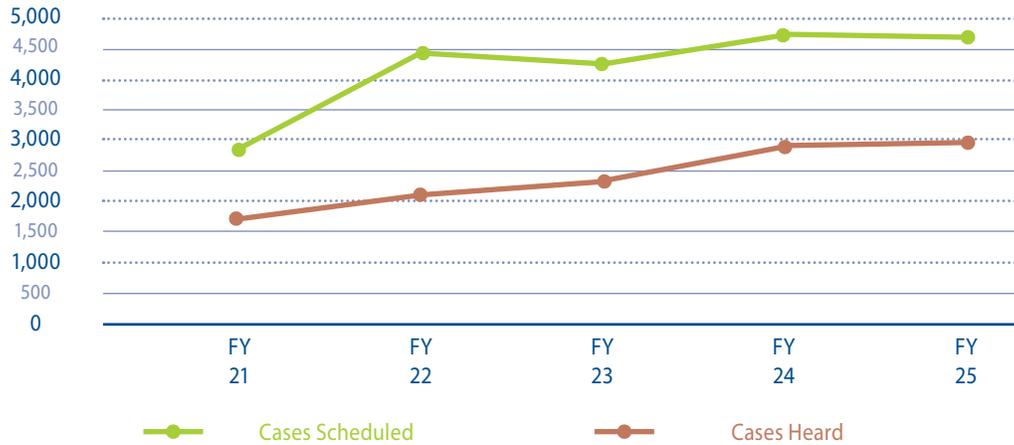
Assess the current collection agency's performance to ensure contractual obligations are met and identify potential areas for program improvement.

MUNICIPAL COURT

CITATIONS ISSUED

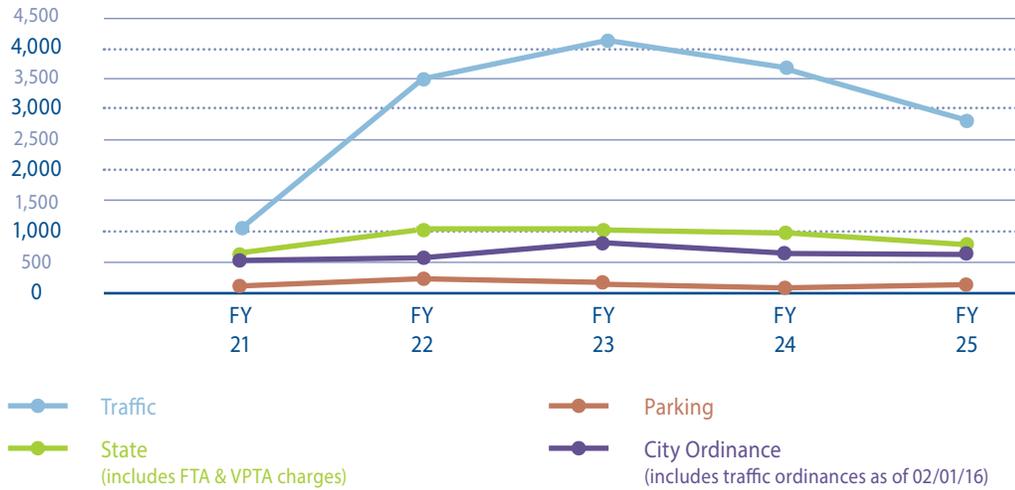


COURT CASES



COURT CASES	FY21	FY22	FY23	FY24	FY25
Citations Issued (doesn't include FTA & VPTA charges)	2,202	4,943	4,214	3,362	3,962
Cases Scheduled	2,870	4,474	4,217	4,694	4,639
Cases Heard	1,724	2,109	2,303	2,862	2,975

VIOLATIONS ISSUES BY TYPE

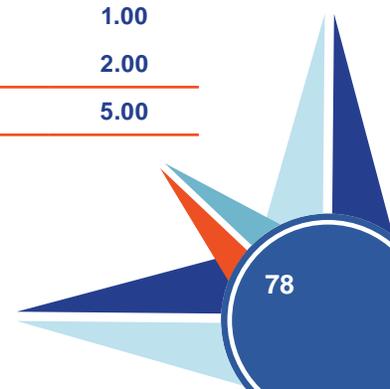


VIOLATIONS TYPE	FY21	FY22	FY23	FY24	FY25
Traffic	1,015	3,497	4,158	3,716	2,820
Parking	113	248	158	63	99
State (includes FTA and VPTA charges)	611	1,044	972	928	768
City ordinance (includes traffic ordinances as of 02/01/16)	565	574	820	536	701
Total Violations Issued	2,304	5,363	6,108	5,243	4,388

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$480,167	\$500,014	\$506,937	\$533,470
Supplies	8,523	8,480	9,509	9,854
Maintenance	76,533	81,202	81,202	77,911
Contractual Services	88,567	87,763	84,455	68,227
Capital Replacement/Lease	27,173	27,173	27,173	34,582
Total Department Budget	\$680,963	\$704,632	\$709,276	\$724,044

STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
Municipal Judge ¹	N/C	1.00	1.00	1.00	1.00
Municipal Court Administrator	124	1.00	1.00	1.00	1.00
Lead Court Clerk	112	1.00	1.00	1.00	1.00
Deputy Court Clerk	110	2.00	2.00	2.00	2.00
Total		5.00	5.00	5.00	5.00

¹This position is not classified in the pay plan.



PARKS

Parks & Recreation

DEPARTMENT MISSION

To preserve and enhance Addison's exceptional quality of life and work-life environment by maximizing the recreational, social, economic, environmental and placemaking benefits of the community's parks, trails, green spaces, and recreation facilities.

Parks is responsible for maintaining and stewarding 113+ acres of land that is comprised of 18 public parks, 1 school recreation facility, and 65 acres of beautification areas and the associated fixed assets for each.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Addressed \$196,000 in site furnishing and paving ASSET MANAGEMENT needs.
- FUNDING for Council Strategic Plan and Master Plan projects:
 - Adoption of Parkland Dedication and Development Fee ordinance.
 - Secured Approximately \$21M for Mobility Connectivity Projects in last 3 years.
- Completed Redding Trail extension and les Lacs Pond Phase I CAPITAL IMPROVEMENTS

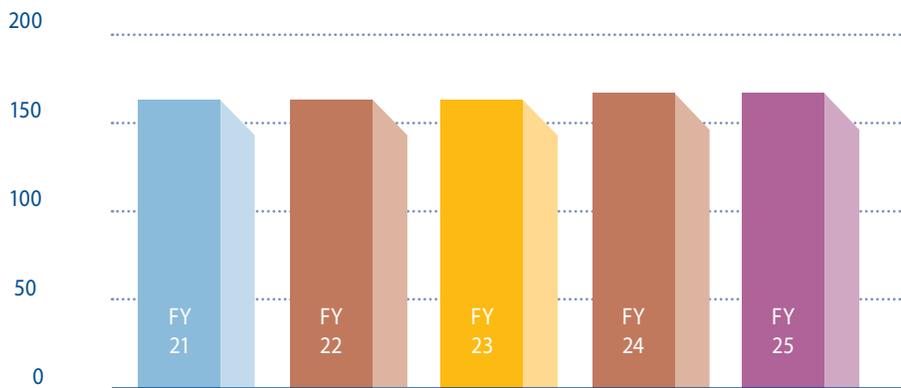
OBJECTIVES FOR FY2026

- Address \$400,000 in site furnishing, paving, and water feature ASSET MANAGEMENT needs.
- Complete CAPITAL IMPROVEMENT projects Les Lacs Pond Phase II and Beltway Trail.
- Implement WAYFINDING Signage Master Plan.
- Landscape RESTORATION in Parks, Rights-of-Way and Beautification Areas.



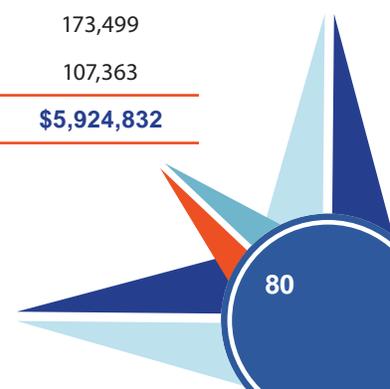


ACRES MAINTAINED



	FY21	FY22	FY23	FY24	FY25
Acres Maintained	163.0	163.0	163.0	164.5	164.5

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$2,570,022	\$2,931,594	\$2,885,269	\$3,000,755
Supplies	377,146	495,596	492,564	477,557
Maintenance	715,429	780,319	789,500	849,390
Contractual Services	1,362,464	1,176,081	1,178,678	1,316,268
Capital Replacement/Lease	199,934	200,734	200,734	173,499
Capital Outlay	121,038	67,363	67,363	107,363
Total Department Budget	\$5,346,033	\$5,651,687	\$5,614,108	\$5,924,832



PARKS



STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
Director of Parks and Recreation	134	1.00	1.00	1.00	1.00
Assistant Director of Parks ¹	127	1.00	1.00	0.00	0.00
Park Project Manager ¹	127	0.00	0.00	1.00	1.00
Landscape Architect	126	1.00	1.00	1.00	1.00
Parks Superintendent	124	1.00	1.00	1.00	1.00
Parks Manager	123	2.00	2.00	2.00	2.00
Management Analyst	117	1.00	1.00	0.50	0.50
Parks Supervisor ²	117	4.00	4.00	3.00	3.00
Parks Supervisor Trainee	117	1.00	1.00	1.00	1.00
Parks Crew Leader ²	114	0.00	0.00	1.00	1.00
Electrician	115	1.00	1.00	1.00	1.00
Licensed Irrigator II	113	1.00	1.00	1.00	1.00
Electrician Apprentice	112	1.00	1.00	1.00	1.00
Licensed Irrigator I	111	1.00	1.00	1.00	1.00
Groundskeeper - II	110	4.00	4.00	4.00	4.00
Groundskeeper - I	108	8.00	8.00	8.00	8.00
Total		28.00	28.00	27.50	27.50

¹Assistant Director of Parks changed title to Park Project Manager in FY2025.

²Parks Supervisor changed to Parks Crew Leader in FY2025.

RECREATION

Parks & Recreation

DEPARTMENT MISSION

To preserve and enhance Addison's exceptional quality of life and work-life environment by maximizing the recreational, social, economic, and environmental benefits of the community's parks, trails, green spaces, and recreation facilities.

Recreation is responsible for staffing and stewarding the Addison Athletic Club (AAC). Approximately 60 fitness, senior, adult and children's programs are offered within the Addison Athletic Club. Addison Athletic Club staff also coordinate and promote fitness opportunities outside of the AAC including Addison Outdoors and other community-based events.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Developed Addison Circle Park Vision Plan and expanded PARK ACTIVATION through:
 - Weekly Yoga in the Park
 - Holiday Tree Lighting and Activities
 - Summer Movies in the Park
 - Bucket Golf
 - Singer Songwriter Series
 - Corporate Field Day Growth
- Expanded Addison Athletic Club membership and summer camp SERVICES.

OBJECTIVES FOR FY2026

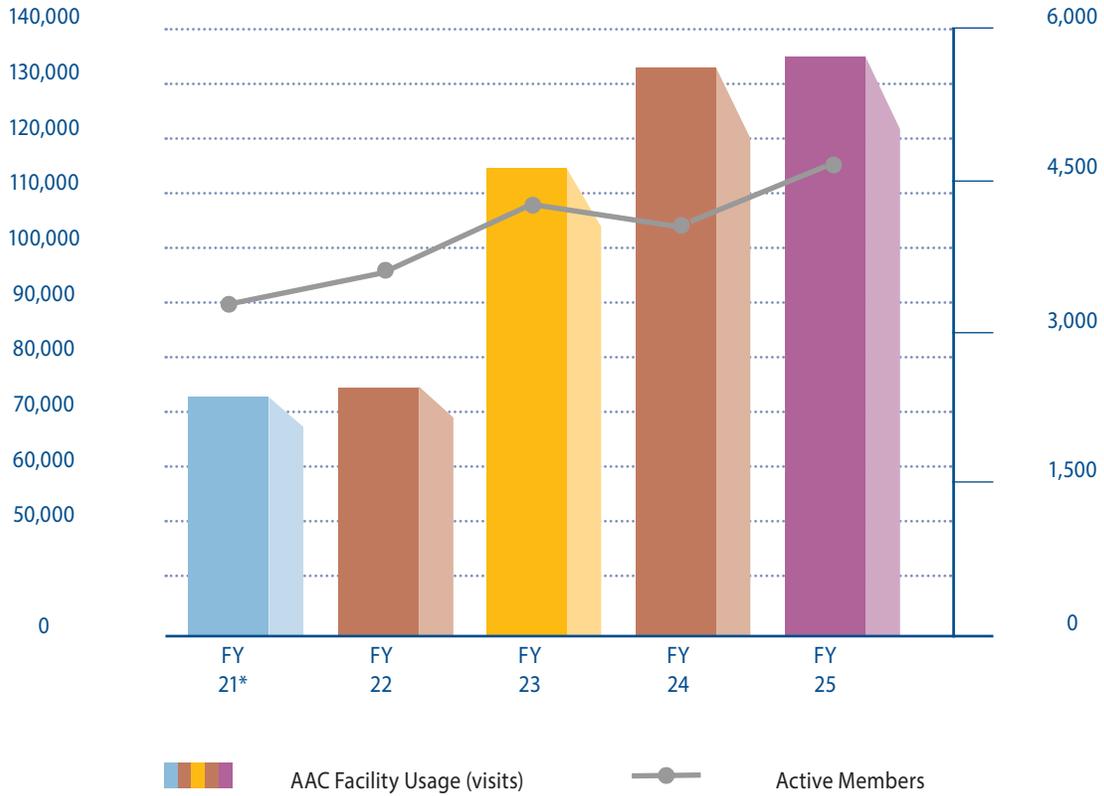
- Develop and implement Capital Giving Campaign and other FUNDING strategies for the Addison Circle Vision Plan.



RECREATION

	FY2021	FY2022	FY2023	FY2024	FY2025
Athletic Club Facility Usage (visits)	72,074	72,481	114,680	131,986	134,901
Active Members	3,251	3,352	4,254	4,104	4,575

ATHLETIC CLUB FACILITY USAGE VISITS & ACTIVE MEMBERS



RECREATION



EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$1,084,019	\$1,190,033	\$1,202,352	\$1,211,432
Supplies	149,669	195,294	180,394	141,047
Maintenance	156,820	231,010	189,230	279,996
Contractual Services	411,199	399,831	429,031	433,064
Capital Replacement/Lease	36,727	101,727	101,727	104,971
Capital Outlay	60,462	21,906	21,906	30,900
Total Department Budget	\$1,898,897	\$2,139,801	\$2,124,640	\$2,201,410

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Assistant Director of Recreation	127	1.00	1.00	1.00	1.00
Recreation Program Manager	122	1.00	1.00	1.00	1.00
Recreation Supervisor	117	1.00	1.00	1.00	1.00
Fitness Supervisor ¹	116	1.00	1.00	0.00	0.00
Recreation Member Services Supervisor	116	1.00	1.00	1.00	1.00
Recreation Program Supervisor ¹	116	0.00	0.00	1.00	1.00
Children's Recreation Lead	114	0.00	0.00	1.00	1.00
Recreation Coordinator	112	1.00	1.00	1.00	1.00
Childcare Assistant	107	1.00	1.00	0.00	0.00
Facility Attendant	107	1.00	1.00	1.00	1.00
Pool Supervisor	107	0.20	0.20	0.20	0.20
Recreation Assistant	107	3.50	3.50	3.50	3.50
Recreation Light Maintenance/Janitorial	107	1.00	1.00	1.00	1.00
Head Lifeguard	105	0.20	0.20	0.20	0.20
Camp Counselor	101	0.80	0.80	0.80	0.80
Lifeguard	101	2.00	2.00	2.00	2.00
Total		15.70	15.70	15.70	15.70

¹The Fitness Supervisor was re-titled to Recreation Program Supervisor during mid-year FY2025.



POLICE Department

DEPARTMENT MISSION

The Addison Police Department is dedicated to a standard of excellence in promoting and maintaining a safe and peaceful community.

The Police Department serves in a community partnership to preserve order, protect life and property, enforce laws and ordinances, and safeguard individual liberties. The police conduct themselves according to the highest ethical standards and treat others with fairness, dignity, and respect. The police pledge to manage the organization with professionalism, leadership, and integrity.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Implemented Active Bystandership for Law Enforcement (ABLE) program.
- Launched myAPD citizen portal.
- Decreased motor vehicle thefts by 31% with intelligence-led patrols, attending advanced auto theft training, and using new LPR cameras.
- Implemented SHIELD Suite- Software used to track internal affairs, employee training, and record keeping.
- Created and staffed Community Engagement Officer position to improve public safety through intentional outreach, education, relationship building, and crime prevention.
- Completed build out and deployment of new patrol fleet.

OBJECTIVES FOR FY2026

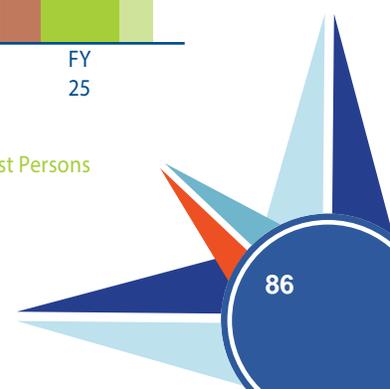
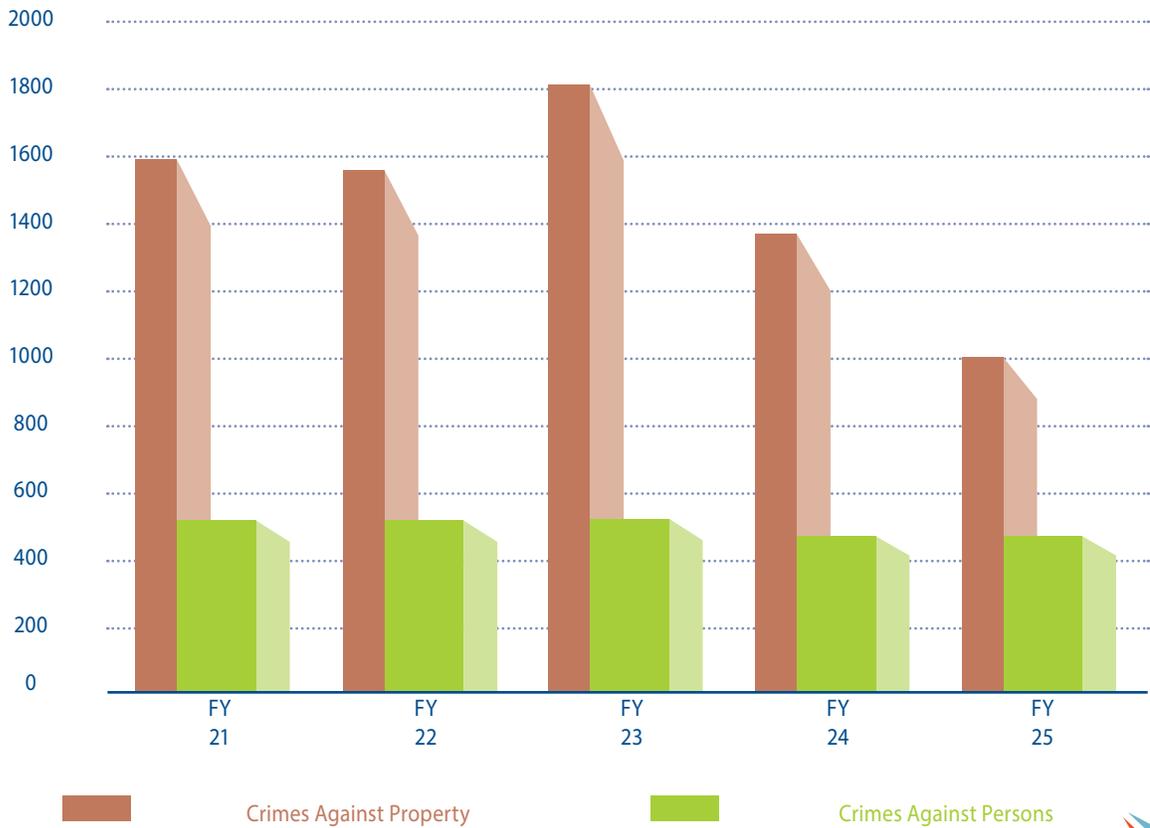
- Dependent on Council direction, implement a competitive, step-based performance pay plan for sworn personnel.
- Continue to plan for new Police & Courts facility.
- Retain, train, and develop quality employees and officers.
- Continue to build employee mental health & wellness program.
- Strengthen our community engagements programs; build stronger relationships with stakeholders.
- Plan for staffing for future growth and needs (Community Response Team).



HISTORICAL UCR PROPERTY & PERSONS CRIMES

	FY2021	FY2022	FY2023	FY2024	FY2025
Crimes Against Property	1,588	1,553	1,815	1,380	1,005
Crimes Against Persons	514	523	524	464	485

HISTORICAL UCR PROPERTY & PERSONS CRIMES



POLICE DEPARTMENT

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$10,019,619	\$10,781,924	\$10,516,128	\$11,255,221
Supplies	504,089	338,266	338,266	455,826
Maintenance	430,134	510,591	510,591	537,811
Contractual Services	1,070,263	1,071,946	985,926	1,153,738
Capital Replacement/Lease	643,552	768,552	768,552	620,000
Capital Outlay	74,226	-	-	-
Total Department Budget	\$12,741,883	\$13,471,279	\$13,119,463	\$14,022,596

STAFFING	Level	Actual 2023-24	Budget 2024-25	Estimated 2024-25	Budget 2025-26
Police Chief	135	1.00	1.00	1.00	1.00
Assistant Police Chief ¹	P6	1.00	1.00	2.00	2.00
Captain ¹	P5	1.00	1.00	-	-
Lieutenant	P4	5.00	5.00	5.00	5.00
Sergeant	P3	8.00	8.00	8.00	8.00
Animal Services Supervisor ²	117	1.00	1.00	-	-
Management Analyst	117	1.00	1.00	1.00	1.00
Police Records Supervisor	117	1.00	1.00	1.00	1.00
Police Officer	P2	47.00	47.00	47.00	47.00
Crime Analyst	115	1.00	1.00	1.00	1.00
Animal Services Officer ²	110	2.00	2.00	-	-
Property & Evidence Technician	110	1.00	1.00	1.00	1.00
Department Assistant	109	2.00	2.00	2.00	2.00
Police Records Clerk	109	3.00	3.00	3.00	3.00
Total		75.00	75.00	72.00	72.00

¹Captain reclassified to Assistant Police Chief during mid-year FY2025.

²Animal Services Supervisor and Animal Services Officers moved to Development Services in FY2025.



STREETS

Public Works & Engineering

DEPARTMENT MISSION

The mission of the Public Works and Engineering Services Department is to provide quality services related to the provision of water and sanitary sewer services, street maintenance, and stormwater drainage in a compliant, proactive, and professional manner.

The Streets Division of the Public Works and Engineering Services Department is responsible for:

- Maintaining streets, sidewalks, traffic signals, Town-owned street lighting, signs, and pavement markings.
- Picking up and disposing of brush, bulk, and household hazardous waste.
- Managing, inspecting, and implementing all street/signal related capital projects.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Secured \$2.6M in TxDOT Highway Safety Improvement Program Grants.
- Developed a relationship with the City of Dallas and coordinated the approval of teh boundary adjustment for Montfort Drive and other improvement locations.
- Kicked off the Master Transportation Plan Update and added a Pedestrian Toolbox.
- Began construction of Keller Springs Road.
- Completed Pedestrian Safety Improvements throughout Town.

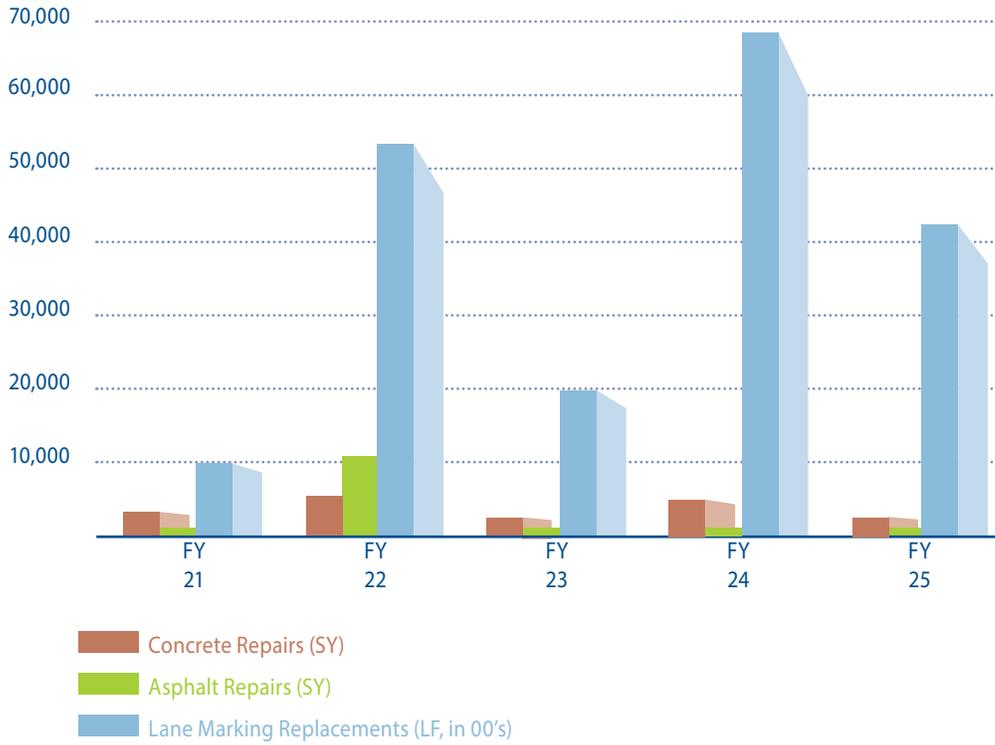
OBJECTIVES FOR FY2026

- Implement Master Transportation Plan Update adding a Pedestrian Toolbox.
- Complete design of Montfort Drive.
- Continue design of Quorum Drive from Arapaho Road to Dallas North Tollway.
- Support Parks and Recreation in the Quorum Drive Bike Lane Project from Arapaho Road to Keller Springs Road.
- Complete construction of Jimmy Doolittle Drive.



STREETS

STREET MAINTENANCE



STREET MAINTENANCE ID/IQ

YEAR	CONCRETE REPAIRS (SY)	ASPHALT REPAIRS (SY)	LANE MARKING REPLACEMENTS (LF, IN 00'S)
2021	3,095	182	9,808
2022	4,882	10,558	53,010
2023	2,373	218	19,902
2024	4,036	89	67,917
2025	1,625	142	42,291

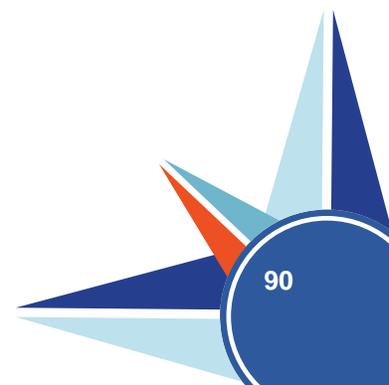


STREETS



EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$470,576	\$485,948	\$499,467	\$497,199
Supplies	57,305	52,000	52,000	51,000
Maintenance	713,591	711,147	707,500	714,204
Contractual Services	771,923	805,996	780,996	838,196
Capital Replacement/Lease	77,201	47,201	47,201	38,444
Capital Outlay	176,695	214,000	214,000	214,000
Total Department Budget	\$2,267,292	\$2,316,292	\$2,301,164	\$2,353,043

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Streets and Traffic Operations Manager	124	0.40	0.40	0.40	0.40
Street Operations Supervisor	116	0.50	0.50	0.50	0.50
Traffic Signal Supervisor	116	1.00	1.00	1.00	1.00
Signs and Signals Technician	112	2.00	2.00	2.00	2.00
Street Maintenance Worker	107	1.50	1.50	1.50	1.50
Total		5.40	5.40	5.40	5.40







ADDISON

HOTEL Fund



HOTEL Fund

FUND DESCRIPTION

The Hotel Fund accounts for the use of hotel/motel occupancy tax revenue generated by Addison's 22 hotels (representing over 3,600 rooms) and which is restricted by State legislation to directly enhance and promote tourism and the convention and hotel industry.

FUND NARRATIVE

CONCLUDING FISCAL YEAR PERFORMANCE

At the time of budget adoption, FY2025 revenues were expected to total \$7,103,530. Hotel occupancy tax receipts are expected to decrease 0.4 percent from actual FY2024.

2025-2026 BUDGET NARRATIVE

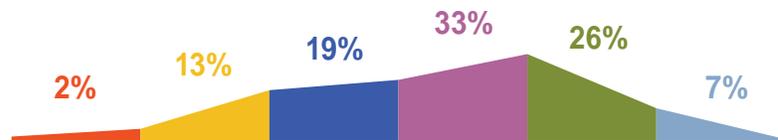
Fund Revenues for FY2026 are expected to total \$7.7 million, an increase of approximately \$331 thousand, or 4.5%. The Hotel Fund budget for fiscal year 2026 anticipates hotel occupancy tax collections to increase \$321,000 from the FY2025 budget. Barring inclement weather during scheduled events, special event income is expected to generate approximately \$1.6 million. Theatre Centre rental income is projected at \$120,000. The Addison Conference Centre will add office space to accommodate the relocation of all existing staff currently at Town Hall to the Conference Centre in fiscal year 2025.

Total fund operating expenditures excluding transfers for FY2026 are budgeted at \$7,595,990 which represents a 1.1 percent increase over the FY2025 budget.

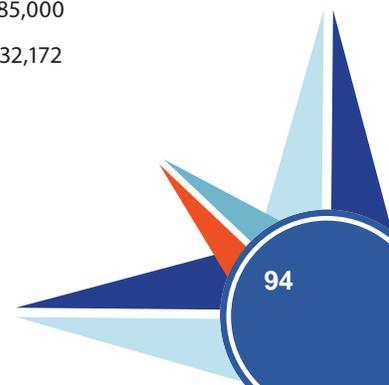
Fund balance for FY2026 is projected to be \$4,886,703, which is 64.3 percent of operating expenditures and exceeds the minimum balance required by the Town's financial policies.



HOTEL FUND EXPENDITURES BY DEPARTMENT



DEPARTMENT	%	\$
Marketing and Tourism	26%	1,999,487
Addison Theatre Centre	13%	967,190
Major Special Events	33%	2,494,177
Special Events	19%	1,417,964
Vitruvian Events	2%	185,000
General Hotel Operations	7%	532,172



HOTEL FUND

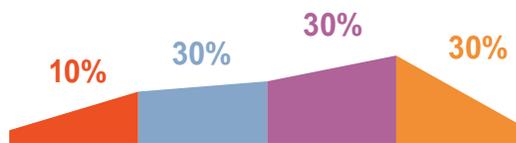
HOTEL FUND BY MAJOR COST CATEGORY

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$1,631,453	\$2,118,673	\$1,935,476	\$2,072,446
Supplies	54,500	61,392	61,392	56,240
Maintenance	307,324	451,824	451,824	465,324
Contractual Services	4,590,145	4,600,482	4,529,690	4,730,482
Capital Replacement/Lease	134,225	284,225	284,225	241,498
Capital Outlay	51,499	-	-	30,000
Total Fund Budget	\$6,769,146	\$7,516,596	\$7,262,607	\$7,595,990





PERCENTAGE OF ROOMS BY HOTEL CATEGORY

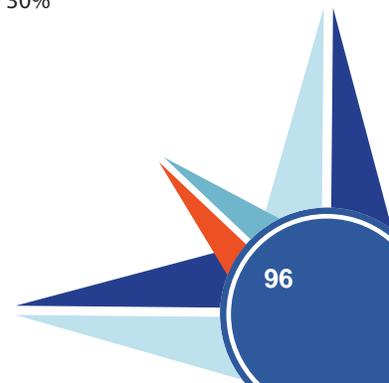


ROOMS BY HOTEL CATEGORY

OF ROOMS

%

Full Service	1,075	30%
Economy	373	10%
Business Moderate	1,108	30%
Extended Stay	1,107	30%



HOTEL FUND

HOTEL FUND STATEMENT OF REVENUE AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25
Beginning Balance	\$5,330,209	\$5,294,485
Revenues		
Hotel/motel occupancy taxes	5,374,881	5,355,000
Proceeds from special events	1,392,560	1,616,000
Rental income	169,371	160,000
Interest Earnings and Other	456,895	275,000
Total Revenues	7,393,707	7,406,000
Transfers from Other Funds	-	-
Total Resources Available	12,723,916	12,700,485
Expenditures Operating		
Marketing & Tourism	1,567,739	1,989,451
Addison Theatre Center	747,618	885,874
Major Special Events	2,759,705	2,535,572
Special Events Operations	1,142,699	1,320,478
Vitruvian Events	185,000	185,000
General Hotel Operations	366,385	600,221
Total Operational Expenditures	6,769,146	7,516,596
One-Time Decision Packages	-	30,000
Capital Projects (Cash Funded)	-	-
Total Expenditures	\$6,769,146	\$7,546,596
Ending Fund Balance	\$5,954,770	\$5,153,889

HOTEL FUND

ESTIMATED 2024-25	BUDGET 2025-26
\$5,954,770	\$5,765,693
5,355,000	5,676,000
1,338,530	1,641,000
160,000	120,000
250,000	300,000
7,103,530	7,737,000
-	-
13,058,300	13,502,693
1,850,963	1,999,487
892,480	967,190
2,456,034	2,494,177
1,314,831	1,417,964
185,000	185,000
593,299	532,172
7,262,607	7,595,990
30,000	785,000
-	235,000
\$7,292,607	\$8,615,990
\$5,765,693	\$4,886,703



HOTEL Fund



THE ADDISON PERFORMING ARTS CENTRE

FY2025–26	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Revenues				
Rental Income	\$119,339	\$120,000	\$120,000	\$120,000
Total Revenues	\$119,339	\$120,000	\$120,000	\$120,000
Expenditures				
Personnel Services	\$144,963	\$289,468	\$266,074	\$280,864
Supplies	26,976	29,250	29,250	25,750
Maintenance	46,299	69,869	69,869	98,203
Contractual Services	516,002	483,909	483,909	525,457
Capital Replacement / Lease	13,378	13,378	13,378	6,916
Capital Outlay	-	-	-	30,000
Total Expenditures	\$747,618	\$885,874	\$862,480	\$967,190
Total Investment	\$(628,279)	\$(765,874)	\$(742,480)	\$(847,190)
Maximum Investment*	\$806,232	\$803,250	\$803,250	\$851,400

*Maximum investment is 15% of hotel/motel occupancy taxes

TASTE ADDISON

FY2025–26	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Revenues				
Gross Receipt Fees	\$262,331	\$465,000	\$262,119	\$440,000
Special Vendor Fees	28,450	35,000	28,800	35,000
Sponsorships	134,000	150,000	101,611	150,000
Total Revenues	\$424,781	\$650,000	\$392,530	\$625,000
Expenditures				
Personnel Services	\$134,690	\$106,400	\$97,259	\$91,400
Contractual Services	1,109,588	1,069,000	998,603	999,000
Total Operational Expenditures	\$1,244,278	\$1,175,400	\$1,095,862	\$1,090,400
Total Investment	\$(819,497)	\$(525,400)	\$(703,332)	\$(465,400)

HOTEL FUND

KABOOMTOWN!

FY2025–26	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Revenues				
Gross Receipt Fees	\$145,419	\$146,000	\$146,000	\$201,000
Special Vendor Fees	6,500	-	-	-
Sponsorships	22,500	100,000	100,000	100,000
Total Revenues	\$174,419	\$246,000	\$246,000	\$301,000
Expenditures				
Personnel Services	\$57,470	\$65,857	\$65,857	\$58,296
Contractual Services	410,417	371,500	371,500	446,500
Total Expenditures	\$467,887	\$437,357	\$437,357	\$504,796
Total Investment	\$(293,468)	\$(191,357)	\$(191,357)	\$(203,796)



OKTOBERFEST

FY2025–26	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Revenues				
Gross Receipt Fees	\$492,693	\$555,000	\$555,000	\$555,000
Special Vendor Fees	28,400	20,000	20,000	35,000
Sponsorships	81,000	125,000	125,000	125,000
Total Revenues	\$602,093	\$700,000	\$700,000	\$715,000
Expenditures				
Personnel Services	\$169,865	\$158,815	\$158,815	\$134,981
Contractual Services	945,738	764,000	764,000	764,000
Total Expenditures	\$1,115,603	\$922,815	\$922,815	\$898,981
Total Investment	\$(513,510)	\$(222,815)	\$(222,815)	\$(183,981)



MARKETING & Tourism

DEPARTMENT MISSION

The Marketing & Tourism Department serves as Addison's central communications hub, connecting and supporting residents, business, and visitors through strategic marketing, public information, and tourism initiatives. The department promotes Addison's brand, supports community engagement, and drives economic vitality by increasing hotel occupancy and showcasing the Town's events, restaurants, and attractions.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Rolled out the new Town of Addison and Visit Addison websites. Launched a Customer Relationship Management (CRM) System as a complement to the Visit Addison website.
- Gathered signatures and received Council approval to create a Tourism Public Improvement District. Created TPID Board and strategy to support the goals of the TPID Board.
- Hired a Tourism Specialist and a Senior Communications Associate.
- Launched a new format for the bi-annual Town Meetings, attracting a record attendance at the Spring Meeting.
- Created and distributed Addison's first Visitors Guide.
- Earned designation as a Texas Film Friendly Community, increasing opportunities for media exposure and economic impact through film and television production.
- Produced 52 weekly newsletters and 15 tourism newsletters.

OBJECTIVES FOR FY2026

- Produce a refreshed destination tourism video featuring food, entertainment, arts, and festivals.
- Launch curated 10 visitor itineraries (e.g. weekend getaway, family fun, food & drink).
- Update digital assets across websites, social media, and newsletters.
- Attend 3 industry tradeshows (e.g. Connect Marketplace, TEAMS, IMEX) to generate leads.
- Launch an inaugural Meeting Planner Guide. Distribute across trade shows and digital channels.
- Position Addison as a filming, music, and tourism-friendly destination by pursuing additional certifications and working across departments to attract cultural and creative productions.
- Prepare for the 2026 FIFA World Cup through cross-departmental planning and hospitality readiness efforts focused on visitor services, promotions, and regional coordination.
- Maximize the impact of the Tourism Public Improvement District (TPID) by guiding strategic marketing efforts and providing hotels with tools to compete for group business.

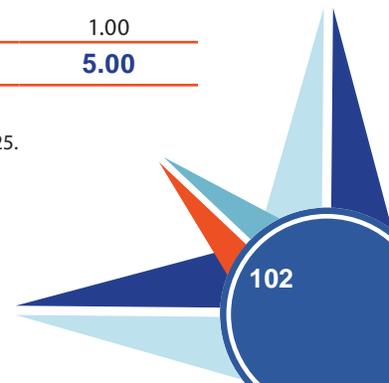


- Launch a quarterly tourism snapshot reporting on visitation, hotel data, event performance, and web analytics.
- Modernize and update the three-year Strategic Communications Plan.
- Launch a city podcast and produce 5 podcasts.
- Create a strategy for our new multi-pronger video marketing efforts focused on residents, visitors, and businesses.
- Build a robust influencer marketing program to reach targeted demographics and support hotels/restaurants/events with amplified promotions.

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$411,979	\$643,898	\$505,410	\$602,772
Supplies	7,166	12,161	12,161	10,140
Maintenance	77,298	112,550	112,550	71,496
Contractual Services	1,163,662	1,402,043	1,402,043	1,305,857
Capital Replacement/Lease	42,706	42,706	42,706	9,222
Total Department Budget	\$1,754,311	\$2,213,358	\$2,074,870	\$1,999,487

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Director of Public Communications	131	1.00	1.00	1.00	1.00
Tourism Manager	122	1.00	1.00	1.00	1.00
Senior Communications Specialist¹	118	0.00	1.00	1.00	1.00
Marketing & Communications Specialist	116	1.00	1.00	1.00	1.00
Tourism Coordinator¹	116	0.00	1.00	1.00	1.00
Total		3.00	5.00	5.00	5.00

¹The Senior Communications Specialist (1.0 FTE) and Tourism Coordinator (1.0 FTE) positions were added in FY2025.



ADDISON

Theatre Centre

DEPARTMENT MISSION

PROGRAM NARRATIVE

To enrich lives and enhance tourism to Addison by hosting and producing exceptional displays of the performing arts.

ACCOMPLISHMENTS OF FY2025

- Hired Theatre Manager.
- Rebranded and updated facility:
 - New logo & signage.
 - Updated carpet & paint in common areas.
 - Updated shared spaces for all users: Box Office, Kitchen, performer's lounge, Main Stage.
 - Re-purposed furniture: outdoor balcony and upstairs lobby.
 - Flipped proscenium to more conventional use of space.
- Increased activation of the venue:
 - 20/29 possible days of lit nights in December with a combination of Water Tower Theatre (WTT), Town curated programming & renters.
 - Completed first full facility rental.
 - Rented the Lobby as a space for various events: National Margarita Day, Influencer Event for Concessionaire, Tasting Event & private party.
 - Full use of space for Taste Addison.
- Participated in the formation of Council Community Partnership Committee for the Non-Profit Funding Program and assisted with creation of the PErforming Arts organizations category.

ADDISON THEATRE CENTRE

OBJECTIVES FOR FY2026

- Continue to progress towards goal of 150 lit nights:
 - Combination of Resident Company (50 lit nights), Renters (50 lit nights) & Town-curated programming (50 lit nights).
 - Establish residency for Studio Space.
 - Maximize visibility of space through Town produced events.
 - Explore grant opportunities.
- Marketing and promotion of the venue:
 - Participation in professional organizations (Business Council for the Arts, International Association of Venue Managers, Texans for the Arts).
 - Prioritize facility and equipment repairs to allow for increased activation of the venue.

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$144,963	\$289,468	\$266,074	\$280,864
Supplies	26,976	29,250	29,250	25,750
Maintenance	46,299	69,869	69,869	98,203
Contractual Services	516,002	483,909	483,909	525,457
Capital Replacement/Lease	13,378	13,378	13,378	6,916
Capital Outlay	-	-	-	30,000
Total Department Budget	\$747,618	\$885,874	\$862,480	\$967,190

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Theatre Centre Manager ¹	123	-	1.00	1.00	1.00
Theatre Centre Supervisor	120	1.00	1.00	1.00	1.00
Facilities Assistant	107	0.50	0.50	0.50	0.50
Total		1.50	2.50	2.50	2.50

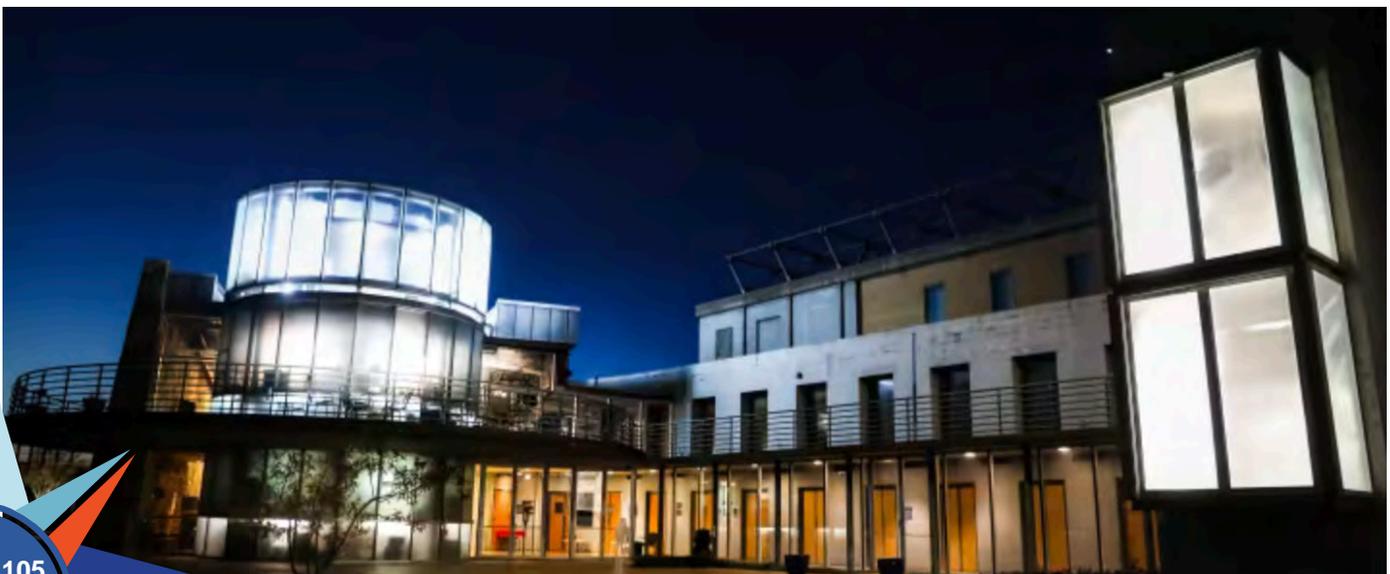
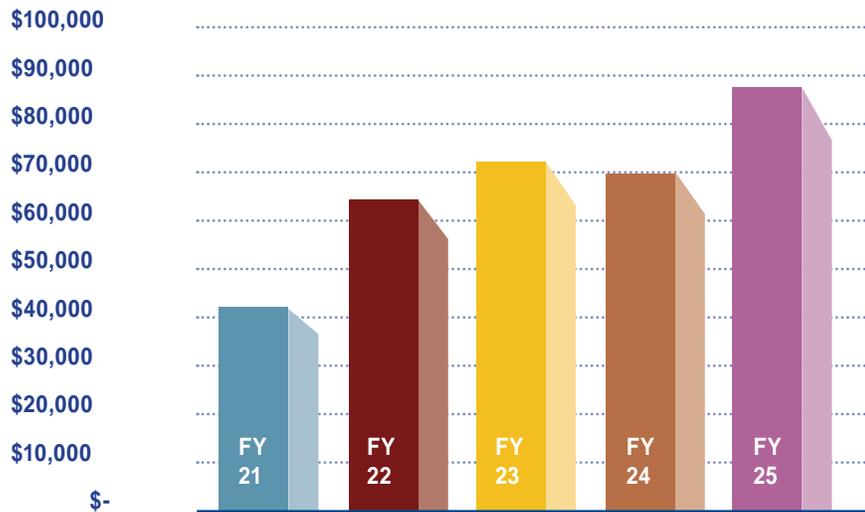
¹A Theatre Centre Manager (1.0 FTE) position was added in FY2025.



ADDISON THEATRE CENTRE

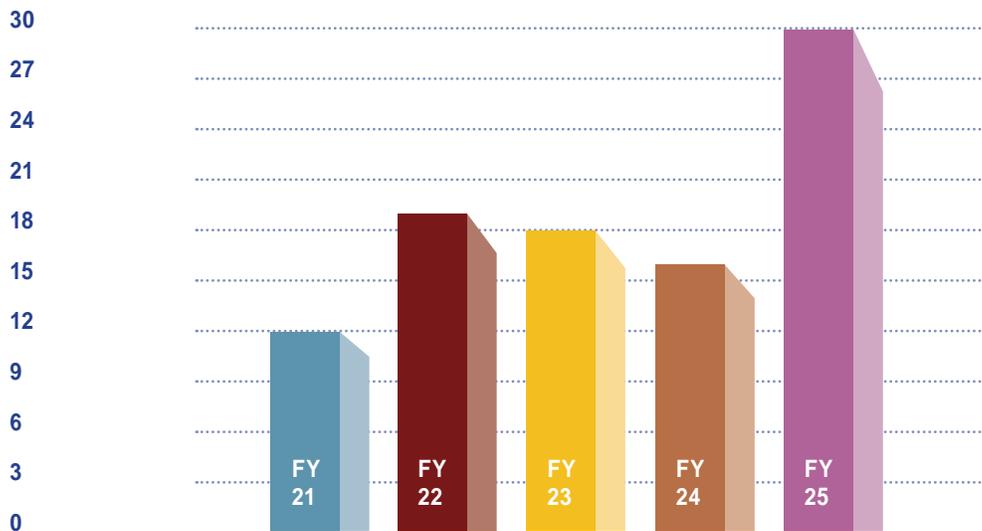
	FY2021	FY2022	FY2023	FY2024	FY2025
Total Rental Revenue	\$40,278	\$62,520	\$70,135	\$69,104	\$88,539
Total Rental Days - Main Stage	179	244	283	276	164
Total Rental Days - Studio Theatre	127	165	220	162	199
Total Rental Days - Stone Cottage	4	9	106	126	137
No. of Organizations Renting Space	12	19	18	16	30

TOTAL RENTAL REVENUE

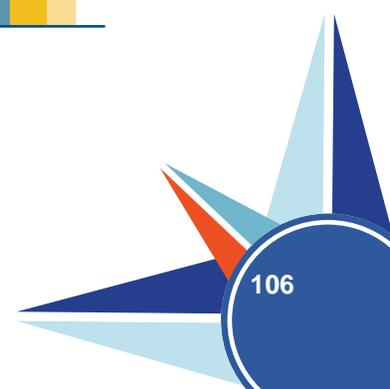
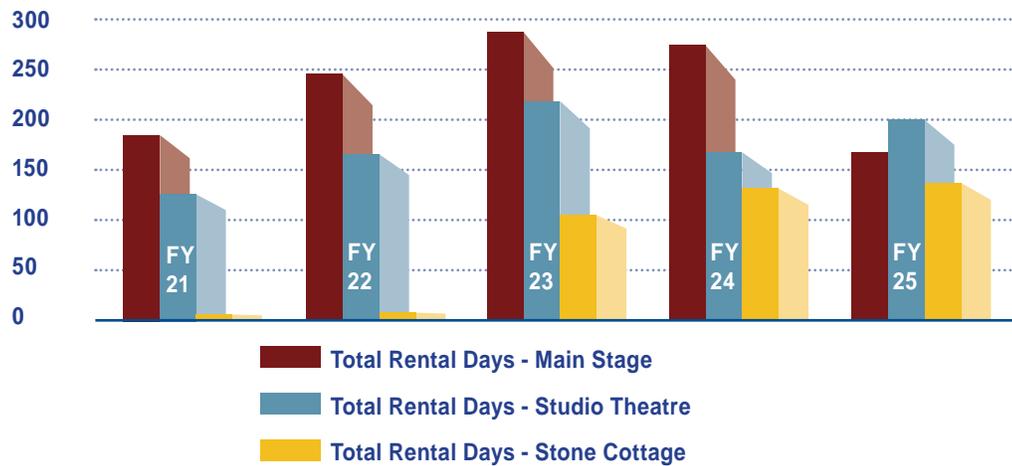




NO. OF ORGANIZATIONS RENTING SPACE



TOTAL RENTAL DAYS



GENERAL HOTEL Operations

DEPARTMENT MISSION

To verify and review that local hotels have properly remitted hotel occupancy taxes; coordinate cash management and proper internal control procedures for all Special Events; and coordinate non-profit organization grant funding from the Town of Addison.

PROGRAM NARRATIVE

Addison currently imposes a 7% municipal hotel tax on the cost of hotel accommodations. The objective is to determine if local hotels have properly collected, reported, and remitted hotel occupancy taxes to Addison. Addison also holds three major events throughout the year: Taste Addison, Kaboom Town!, and Oktoberfest. The objective is to accurately report and reconcile all transactions related to these events, while monitoring internal controls and cash management procedures. Addison currently funds certain non-profit organizations through a grant funding agreement. The objective is to assure compliance by monitoring the funding process, policies, and grant payments to the organizations.

ACCOMPLISHMENTS OF FY2025

- Completed three hotel tax audits to ensure proper collection and administration of the Hotel Occupancy Tax.
- Coordinated with the City Manager's Office in updating the current non-profit organization funding process to align with Council's goal and vision for the FY2026 process.
- Created the Community Partnership Committee within Town Council to increase transparency and provide efficiency to the funding selection process.
- Created new categories and guidelines for the funding program to allow for an enhanced application process for participating non-profit organizations.
- Served as the Town Council meeting venue and office space for Economic Development and Special Events Departments.
- Provided a meeting and training area for Addison staff.
- Served as the primary voting location for Addison residents.
- Used as an indoor venue and event operations/command center for Taste Addison, Addison Kaboom Town!, and Addison Oktoberfest.
- Remodeled the facility to include an updated Council Chambers and Executive Meeting space, office space for Town staff, and improved facility security.

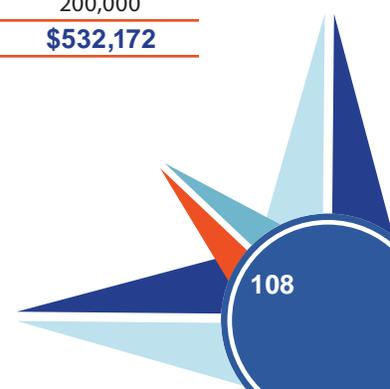
OBJECTIVES FOR FY2026

- Coordinate and complete four on-site or remote hotel occupancy tax audits.
- Assure that cash management and appropriate processes are consistently followed for all special events and continue to monitor internal controls.
- Assure that the application process and funding payouts for non-profit organization grant funding are consistently followed.
- Relocate departments currently operating from Town Hall to the remodeled Conference Centre.
- Provide an indoor venue and event operations/command center during Addison's three major festivals.



STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Senior Accountant	120	1.00	1.00	1.00	1.00
Total		1.00	1.00	1.00	1.00

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$89,761	\$119,899	\$113,372	\$120,746
Supplies	766	2,700	2,700	2,200
Maintenance	93	-	-	-
Contractual Services	39,192	53,715	53,320	209,226
Capital Replacement/Lease	50,000	200,000	200,000	200,000
Total Department Budget	\$179,812	\$376,314	\$369,392	\$532,172



MAJOR Special Events

DEPARTMENT MISSION

To bring the community together with unforgettable experiences throughout the year. From the culinary delights of Taste Addison, to the nationally renowned fireworks display at Kaboom Town!, and the cultural celebration of Oktoberfest, our events are designed to entertain, engage, and showcase the best of Addison.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Enhanced the branding impact of the Big 3:
 - **TASTE ADDISON**
 - Established a Restaurant Coalition - helped to recruit participants, navigate the festival process, and was instrumental in TABC compliance.
 - Elevated pre-event offerings including Taste on the Tarmac, Taste Wellness, and addition of Taste Takeover at Dallas Love Field (over 4M impressions).
 - Maintained increased number of participating vendors: Restaurants (44) and Marketplace (50).
 - Fully activated the festival site, including leveraging The Addison for Speakeasy, Jazz + Silks, and Silent Disco.
 - **KABOOM TOWN!**
 - Keep ticket redemption rate above 65% for paid admission -- Addison Residents to remain free.
 - Improve operations of entrance to the park with the separation of Hotel Packages and General Admission.
 - **ADDISON OKTOBERFEST**
 - Increase Corporate Night Participation by 30% to include a presenting sponsor of the evening.
 - Enhance the Texas Zwei Step area with partners/sponsors to increase visibility/attendance.

OBJECTIVES FOR FY2026

- Impact transformational growth of the Big 3 by:
 - Increase in Corporate Partnerships.
 - Development of a Corporate Volunteer Program.
 - Development of a marketing strategy to share our new story of our Big 3 - branding to change for Taste & Kaboom after milestone years in 2025.

PROCEEDS BY EVENT



EVENT	FY2021	FY2022	FY2023	FY2024	FY2025
Taste Addison	\$429,928	\$366,389	\$386,362	\$424,781	\$357,632
Oktoberfest	-	575,388	635,887	583,730	746,341
Kaboom Town	99,458	81,442	110,447	167,040	277,055
Other Events	22,223	50,715	70,272	23,706	1,800
Totals	\$551,609	\$1,073,934	\$1,202,968	\$1,199,257	\$1,382,827

SPECIAL EVENTS

Expenditures	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$368,793	\$331,072	\$321,931	\$284,677
Supplies	104	-	-	-
Contractual Services	2,390,808	2,204,500	2,134,103	2,209,500
Total Department Budget	\$2,759,705	\$2,535,572	\$2,456,034	\$2,494,177



SPECIAL EVENTS

Operations

DEPARTMENT MISSION

To develop, produce and support quality events that promote Addison as a destination of choice, enhance the quality of life for residents and support the local business community..

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Enhanced the branding impact of the Big 3:
 - **TASTE ADDISON**
 - Established a Restaurant Coalition - helped to recruit participants, navigate the festival process, and was instrumental in TABC compliance.
 - Elevated pre-event offerings including Taste on the Tarmac, Taste Wellness, and addition of Taste Takeover at Dallas Love Field (over 4M impressions).
 - Maintained increased number of participating vendors: Restaurants (44) and Marketplace (50).
 - Fully activated the festival site, including leveraging The Addison for Speakeasy, Jazz + Silks, and Silent Disco.
 - **KABOOM TOWN!**
 - Keep ticket redemption rate above 65% for paid admission -- Addison Residents to remain free.
 - Improve operations of entrance to the park with the separation of Hotel Packages and General Admission.
 - **ADDISON OKTOBERFEST**
 - Increase Corporate Night Participation by 30% to include a presenting sponsor of the evening.
 - Enhance the Texas Zwei Step area with partners/sponsors to increase visibility/attendance.
- Hosted a successful Holiday in the Park and assisted with the Rockin' Around the Circle Tree Lighting, The Addison Performing Arts Show & Share, and Christmas at the Addison Events.

SPECIAL EVENTS OPERATIONS

OBJECTIVES FOR FY2026

- Impact transformational growth of the Big three by:
 - Increase in Corporate Partnerships.
 - Development of a Corporate Volunteer Program.
 - Development of a marketing strategy to share our new story of our Big 3 – branding to change for Taste & Kaboom after milestone years in 2025.
- Per Council Strategic Planning session – explore hosting additional event(s) to drive Addison as a destination.

SPECIAL EVENTS - OPERATIONS

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$615,956	\$734,336	\$728,689	\$783,387
Supplies	19,487	17,281	17,281	18,150
Maintenance	183,636	269,405	269,405	295,625
Contractual Services	295,480	271,315	271,315	295,442
Capital Replacement/Lease	28,141	28,141	28,141	25,360
Total Department Budget	\$1,142,699	\$1,320,478	\$1,314,831	\$1,417,964

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Director of Special Events	131	1.00	1.00	1.00	1.00
Special Events Manager ¹	123	0.00	0.00	1.00	1.00
Special Events Supervisor ¹	121	1.00	1.00	0.00	0.00
Sponsorship & Marketing Specialist	116	1.00	1.00	1.00	1.00
Special Events Coordinator	114	2.00	2.00	2.00	2.00
Special Events Specialist	113	1.00	1.00	1.00	1.00
Volunteer Coordinator ²	113	0.00	0.30	0.30	0.30
Total		6.00	6.30	6.30	6.30

¹This position was reclassified from Special Events Supervisor to Special Events Manager mid-year in FY2025.

²This position was reclassified from part-time to full-time position, adding (0.20 FTE) to the General Fund and (0.30 FTE) allocated to Hotel Fund in FY2025.



VITRUVIAN Events

DEPARTMENT MISSION

To support quality events that promote and showcase Addison's Vitruvian Park development, that will enhance the quality of life for residents and support the local business community.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Allocated funding to support Vitruvian Park events, resulting in increased attendance and positive feedback from residents and visitors.
- Executed a robust marketing campaign, including digital and social media outreach, to provide event awareness and participation.

OBJECTIVES FOR FY2026

- Continue financial support of \$185,000 for Vitruvian Park events to maintain vibrant and inclusive programming that benefits residents and visitors.



VITRUVIAN EVENTS







OTHER Funds



DEBT SERVICE

Funds

FUND DESCRIPTION

The General Government Debt Service Fund accounts for the accumulation of resources for and the payment of general long-term debt principal and interest. The resources of this fund are generated by a tax levy based upon property values. Payments of principal and interest are made for general obligation bonds, certificates of obligation, and tax notes. General obligation bonds of Addison carry an “Aaa” rating from Moody’s Investors Service and a “AAA” rating from Standard and Poor’s Ratings Service.

FUND NARRATIVE

Current tax supported debt principal outstanding is approximately \$177,925,000. This amount includes general obligation bonds, general obligation refunding bonds, State Infrastructure Bank Loan, and certificates of obligation issued from 2014 through 2025. The projected FY2026 requirements are \$12,737,304. The total amount of outstanding tax supported debt represents 2.19% of taxable assessed value. A State Infrastructure Bank Loan for \$44,600,000 was acquired on October 15, 2024.

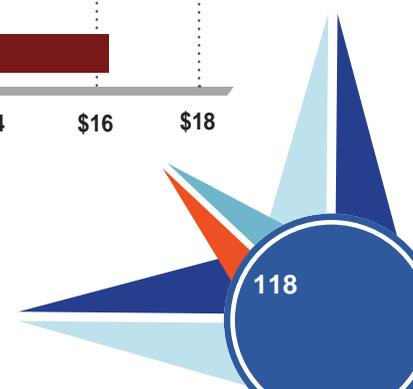
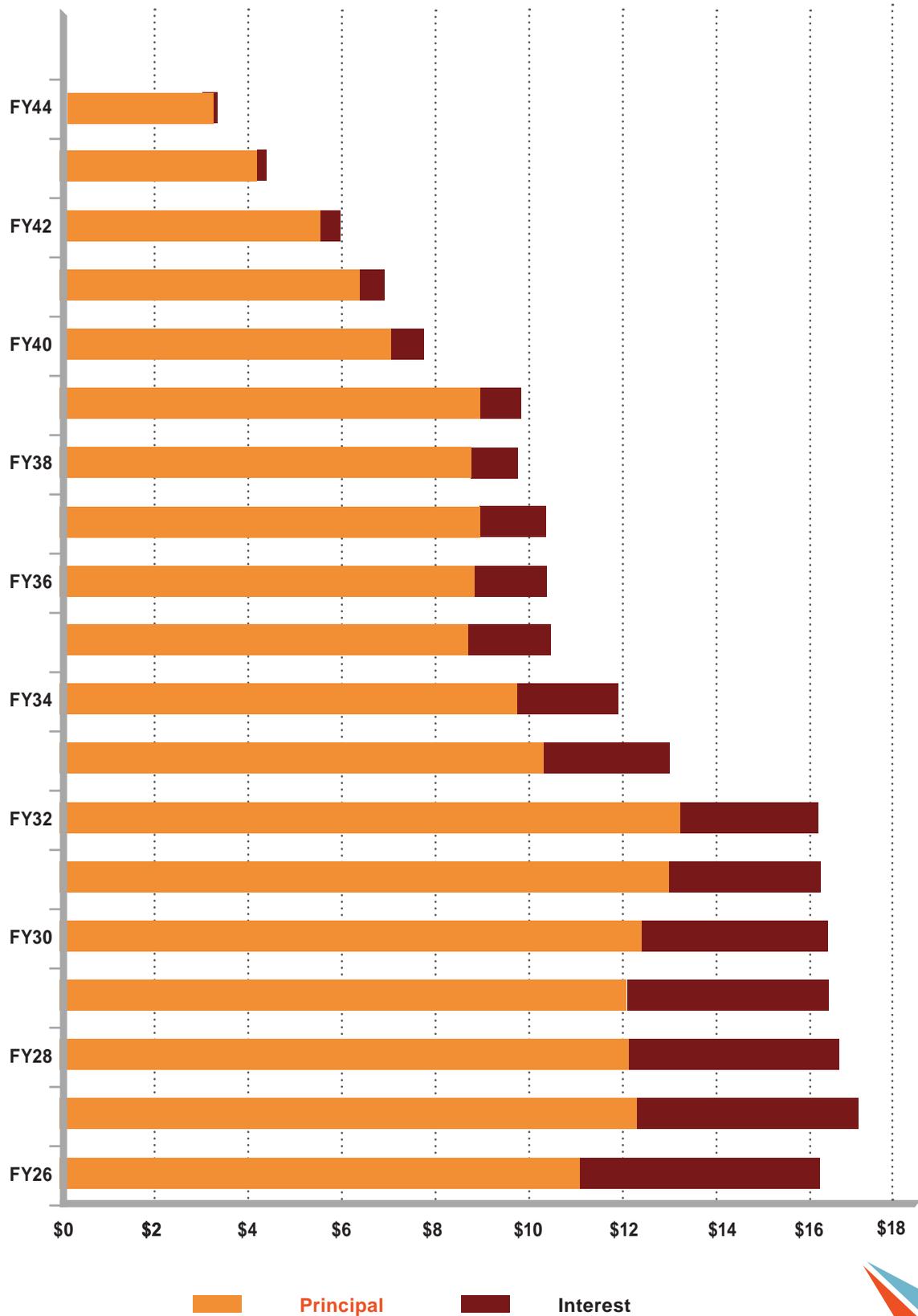
Addison’s legal capacity for additional debt is very large. The State of Texas limits the ad valorem tax rate to \$2.50 per \$100 valuation. Addison’s rate of \$0.608100 falls well under this limit. The following table reflects the allocation of the property tax levy between debt service and General Fund operations for FY2026 and previous years:

	2021-22	2022-23	2023-24	2024-25	2025-26
Debt Service	0.173551	0.164741	0.159492	0.170000	0.175000
O & M	0.441109	0.445081	0.450330	0.439822	0.433100
Total	0.614660	0.609822	0.609822	0.609822	0.608100



GENERAL OBLIGATION DEBT SERVICE OUTSTANDING BY YEAR

(In Millions)



DEBT SERVICE FUNDS

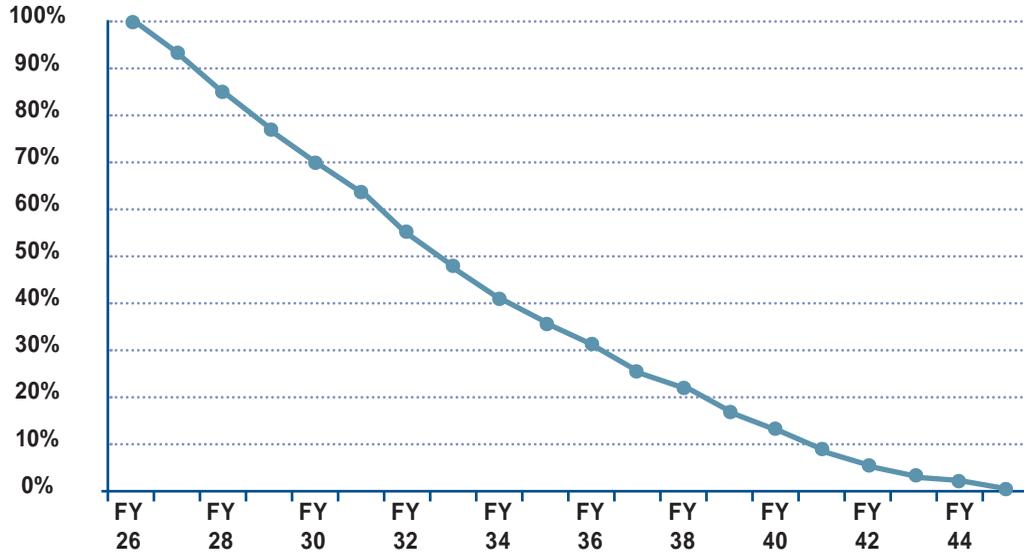
GENREAL OBLIGATION DEBT SERVICE OUTSTANDING

YEAR	PRINCIPAL	INTEREST	TOTAL
FY26	11,040,000	5,185,521	16,225,521
FY27	12,065,000	5,178,707	17,243,707
FY28	12,020,000	4,769,226	16,789,226
FY29	12,010,000	4,346,989	16,356,989
FY30	12,440,000	3,920,821	16,360,821
FY31	12,825,000	3,491,306	16,316,306
FY32	13,220,000	3,058,615	16,278,615
FY33	12,345,000	2,625,633	14,970,633
FY34	9,720,000	2,248,039	11,968,039
FY35	8,410,000	1,960,341	10,370,341
FY36	8,650,000	1,708,581	10,358,581
FY37	8,915,000	1,451,230	10,366,230
FY38	8,620,000	1,192,155	9,812,155
FY39	8,890,000	930,795	9,820,795
FY40	7,050,000	696,241	7,746,241
FY41	6,370,000	498,655	6,868,655
FY42	5,625,000	312,669	5,937,669
FY43	4,140,000	161,158	4,301,158
FY44	3,570,000	49,758	3,619,758
	177,925,000	43,786,440	221,711,440



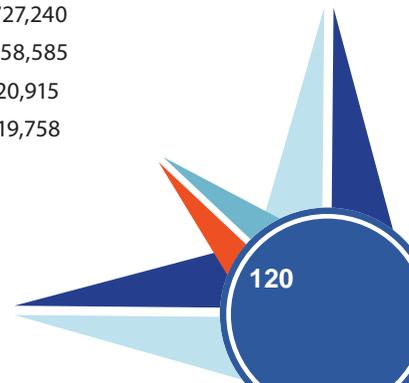
DEBT SERVICE FUNDS

PERCENT CUMULATIVE DEBT OUTSTANDING UNTIL MATURITY



CUMULATIVE DEBT OUTSTANDING UNTIL MATURITY

YEAR	PERCENTAGE	AMOUNT
FY26	100%	221,711,440
FY27	93%	205,485,918
FY28	85%	188,242,211
FY29	77%	171,452,985
FY30	70%	155,095,996
FY31	63%	138,735,174
FY32	55%	122,418,869
FY33	48%	106,140,253
FY34	41%	91,169,621
FY35	36%	79,201,582
FY36	31%	68,831,241
FY37	26%	58,472,660
FY38	22%	48,106,430
FY39	17%	38,294,275
FY40	13%	28,473,481
FY41	9%	20,727,240
FY42	6%	13,858,585
FY43	4%	7,920,915
FY44	2%	3,619,758



DEBT SERVICE FUNDS

GENERAL GOVERNMENT DEBT SERVICE FUND STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$747,328	\$789,270	\$726,946	\$563,549
Revenues				
Ad valorem taxes	9,326,875	10,608,408	10,608,408	11,235,197
Interest earnings and other	133,440	50,000	50,000	50,000
Transfers from Other Funds	875,540	972,958	972,958	1,366,831
Total Operational Revenues	\$10,335,855	\$11,631,366	\$11,631,366	\$12,652,028
Total Resources Available	\$11,083,183	\$12,420,636	\$12,358,312	\$13,215,577
Expenditures				
Debt Service	10,356,236	11,818,279	11,794,763	12,737,304
Total Operational Expenditures	\$10,356,236	\$11,818,279	\$11,794,763	\$12,737,304
Ending Fund Balance	\$726,946	\$602,357	\$563,549	\$478,273



ECONOMIC Development Fund



FUND DESCRIPTION

The Economic Development fund accumulates resources to support efforts that stimulate the Addison economy through attraction of commercial enterprises, business retention and expansion, redevelopment, and entrepreneurial development.

FUND NARRATIVE

The Economic Development fund was created in the FY2011 budget to build capacity to conduct economic development activities; support existing commercial base through business retention and expansion; focus business attraction on priority growth sectors; raise the profile of Addison regionally and nationally; support business start-ups; and maintain and enhance Addison's quality of place.



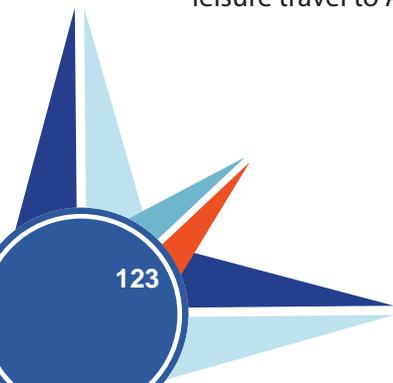
ECONOMIC DEVELOPMENT FUND

ECONOMIC DEVELOPMENT FUND STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$2,592,507	\$2,486,348	\$2,873,300	\$3,384,254
Revenues				
Ad valorem Taxes	\$1,387,809	\$1,474,028	\$1,474,028	\$1,604,171
Service Fees	18,700	-	-	-
Interest and Other Income	232,318	75,000	100,000	75,000
Total Operational Revenues	\$1,638,827	\$1,549,028	\$1,574,028	\$1,679,171
Transfers from other funds	-	-	400,000	-
Total Revenues	\$1,638,827	\$1,549,028	\$1,974,028	\$1,679,171
Total Resources Available	\$4,231,334	\$4,035,376	\$4,847,328	\$5,063,425
Expenditures				
Personnel services	\$432,330	\$504,152	\$501,023	\$604,778
Supplies	7,986	14,308	32,308	13,910
Maintenance	1,116	44,728	44,728	33,040
Contractual services	906,887	904,360	875,300	1,289,665
Capital replacement/lease	9,715	9,715	9,715	11,527
Total Operational Expenditures	\$1,358,035	\$1,477,263	\$1,463,074	\$1,952,920
One-Time Decision Packages	-	-	-	221,576
Total Expenditures	\$1,358,035	\$1,477,263	\$1,463,074	\$2,174,496
Ending Fund Balance	\$2,873,300	\$2,558,113	\$3,384,254	\$2,888,929

ECONOMIC DEVELOPMENT

DEPARTMENT MISSION

The mission of the Economic Development fund is to encourage economic prosperity and growth in the community and to improve the quality of life for citizens, corporate residents, and visitors by strengthening the community's economic competitive position and increase business and leisure travel to Addison.



PROGRAM NARRATIVE

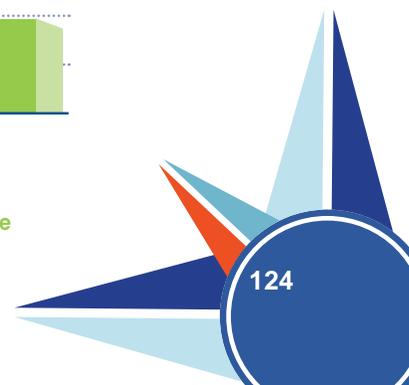
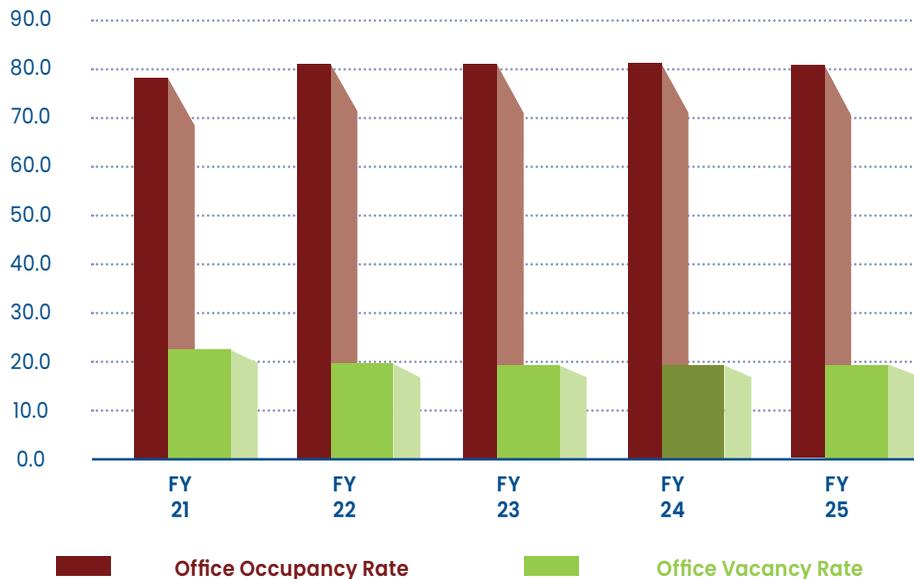
ACCOMPLISHMENTS OF FY2025

- Successfully won bidding wars for both Topaz Labs and Flight Club.
- Initiated and completed Economic Development Newsletter.
- Met with 15 of our top 20 businesses in tax revenue, and 35 total YTD.
- Created a more efficient Economic Development website.
- Began and initiated ULI Mini-TAP project for Inwood Road initiative.
- TOD/DART Project.
- Modernized entire ED marketing strategy resulting in more viewership/engagement, KPI's and competitive bidding.

OBJECTIVES FOR FY2026

- Develop and focus execution of new TOD plan in coordination with Quadrant.
- Increase Addison business/industry engagement in community programs and events.
- Continue our Town-wide Business Development efforts.
- Maintain heavy interactions with business/property owners for retention and connection.
- Continue new Addison marketing initiatives and media campaign.
- Explore potential ED tools to meet housing goals with target townhome/condo developers for market insights.
- Explore and pursue potential quality senior housing.
- Develop a plan to redevelop and revitalize the Inwood Corridor.
- Continue exploration and partnerships business with Retail Facade Improvement Program.

OCCUPANCY RATE



ECONOMIC DEVELOPMENT FUND

EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$432,330	\$504,152	\$501,023	\$604,778
Supplies	7,986	14,308	32,308	13,910
Maintenance	1,116	44,728	44,728	33,040
Contractual Services	906,887	904,360	875,300	1,289,665
Capital Replacement/Lease	9,715	9,715	9,715	11,527
One-Time Decision Packages	-	-	-	221,576
Total Department Budget	\$1,358,035	\$1,477,263	\$1,463,074	\$2,174,496

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Director of Economic Development	135	1.00	1.00	1.00	1.00
Development Relations Project Manager ¹	124	0.00	0.00	0.50	0.50
Economic Development Manager	124	1.00	1.00	1.00	1.00
Economic Development Analyst	117	1.00	1.00	1.00	1.00
Economic Development Coordinator ²	114	0.00	0.00	0.00	1.00
Total		3.00	3.00	3.50	4.50

¹Development Relations Project Manager is 0.50 FTE in the Economic Development Fund and 0.50 FTE in the General Fund.

²ED Coordinator is a new position approved for hire in FY2026.



GRANT Funds

FUND DESCRIPTION

Two special revenue funds account for monies received from private and governmental agencies. Expenditures of these grant monies are also recorded in the grant funds. The Advanced Funding Grant Fund is utilized for grant monies that are received prior to the related expenditure. This fund may carry a balance from year to year if Addison does not expend the monies within the fiscal year. The Reimbursement Grant Fund will track expenditures for which the Town expects to be reimbursed. Addison will record a receivable for any reimbursements not received prior to the fiscal year end.

FUND NARRATIVE

The budget includes funding for police department travel and training that will be paid by a grant.

ADVANCED FUNDING GRANT FUND STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$76,175	\$51,118	\$69,388	\$80,528
Revenues				
Intergovernmental	\$42,589	\$8,750	\$79,140	\$8,750
Interest and Other Income	2,686	1,200	2,000	1,500
Total Revenues	\$45,275	\$9,950	\$81,140	\$10,250
Total Resources Available	\$121,450	\$61,068	\$150,528	\$90,778
Expenditures				
Personnel Services	\$2,624	\$-	\$-	\$-
Supplies	1,899	-	8,000	-
Contractual Services	47,539	20,000	12,000	20,000
Capital Outlay	-	-	50,000	-
Total Operational Expenditures	\$52,062	\$20,000	\$70,000	\$20,000
Ending Fund Balance	\$69,388	\$41,068	\$80,528	\$70,778



INFRASTRUCTURE Investment Fund

FUND DESCRIPTION

The Infrastructure Investment Fund (IIF) accumulates resources to support pay-as-you-go capital projects or significant non-routine capital expenditures of not less than \$500,000, building a reserve to reduce Addison's reliance on debt for capital projects.

FUND NARRATIVE

This fund was created in FY2015 to set aside resources for a reserve for years of economic decline, to cash-fund capital projects that would have otherwise been funded by debt financing, or to fund significant non-routine capital outlay expenditures. The FY2026 budget allocates \$0.006201 of the property tax rate to fund the IIF for future appropriations. The FY2026 beginning fund balance in the Infrastructure Investment Fund is estimated to be \$3.48 million.

For FY2026, there are no planned expenditures for the Infrastructure Investment Fund. The projected fund balance at the end of FY2026 is approximately \$4.05 million.

INFRASTRUCTURE INVESTMENT FUND STATEMENT OF REVENUES AND EXPENDITURES

	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$6,051,105	\$4,789,057	\$6,263,714	\$3,482,296
Revenues				
Ad Valorem Taxes	\$362,869	\$381,504	\$381,504	\$393,883
Interest and Other Income	537,534	150,000	175,000	175,000
Total Revenues	\$900,403	\$531,504	\$556,504	\$568,883
Total Resources Available	\$6,951,508	\$5,320,561	\$6,820,218	\$4,051,179
Expenditures				
Capital Projects (Cash Funded)				
Traffic Signal & ADA Improvements	687,794	-	703,269	-
Redding Trail Extension/Dog Park	-	-	634,653	-
Conference Centre Renovations	-	1,500,000	2,000,000	-
Total Expenditures	\$687,794	\$1,500,000	\$3,337,922	\$-
Ending Fund Balance	\$6,263,714	\$3,820,561	\$3,482,296	\$4,051,179

OTHER SPECIAL Revenue Funds

ADDISON GROVE ESCROW FUND

FUND DESCRIPTION

The Addison Grove Escrow Fund receives transfers from other funds for future economic development incentive payments for the construction of the Addison Grove development.

FUND NARRATIVE

No expenditures are planned for the Addison Grove Escrow Fund in FY2026. The projected ending fund balance is \$151.

ADDISON GROVE ESCROW FUND STATEMENT OF REVENUES AND EXPENDITURES

	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$3,249,012	\$99,011	\$3,365,151	\$151
Revenues				
Interest and Other Income	\$116,139	\$-	\$85,000	\$-
Total Revenues	\$116,139	\$-	\$85,000	\$-
Total Resources Available	\$3,365,151	\$99,011	\$3,450,151	\$151
Expenditures				
Capital Improvements	\$-	\$-	\$3,450,000	\$-
Total Expenditures	\$-	\$-	\$3,450,000	\$-
Ending Fund Balance	\$3,365,151	\$99,011	\$151	\$151



OTHER SPECIAL REVENUE FUNDS

COURT TECHNOLOGY FUND

FUND DESCRIPTION

The court technology fees in this fund are generated from court costs paid by offenders. By law, these revenue amounts can only be spent on specified security or technology improvements for Addison's municipal court.

FUND NARRATIVE

For FY2026, budgeted expenses total \$25,000 for technology improvements at the Municipal Court. The available ending fund balance is projected at \$41,693, or 166.8% of operating expenditures.

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$53,670	\$56,169	\$67,193	\$54,693
Revenues				
Fines and Penalties	\$10,012	\$10,500	\$10,500	\$10,500
Interest and Other Income	4,794	1,000	2,000	1,500
Total Revenues	\$14,806	\$11,500	\$12,500	\$12,000
Total Available Resources	\$68,476	\$67,669	\$79,693	\$66,693
Expenditures				
Supplies	\$-	\$-	\$-	\$5,000
Contractual Services	1,283	25,000	25,000	20,000
Total Expenditures	\$1,283	\$25,000	\$25,000	\$25,000
Ending Fund Balances	\$67,193	\$42,669	\$54,693	\$41,693



OTHER SPECIAL REVENUE FUNDS

BUILDING SECURITY FUND

FUND DESCRIPTION

The building security fees in this fund are generated from court costs paid by offenders. By law, these revenue amounts can only be spent on specified security or technology improvements for Addison's municipal court.

FUND NARRATIVE

For FY2026, budgeted expenses total \$26,270 for bailiffs and other costs associated with security. The available ending fund balance is projected at \$9,860, leaving 37.5% of operating expenditures.

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$51,544	\$32,873	\$41,400	\$26,130
Revenues				
Fines and Penalties	\$12,200	\$9,000	\$10,000	\$9,000
Interest and Other Income	3,693	1,000	1,000	1,000
Total Revenues	\$15,893	\$10,000	\$11,000	\$10,000
Total Available Resources	\$67,437	\$42,873	\$52,400	\$36,130
Expenditures				
Personnel Services	\$26,037	\$26,270	\$26,270	\$26,270
Total Expenditures	\$26,037	\$26,270	\$26,270	\$26,270
Ending Fund Balances	\$41,400	\$16,603	\$26,130	\$9,860



OTHER SPECIAL REVENUE FUNDS

CHILD SAFETY FUND

FUND DESCRIPTION

This is a special court cost under Art. 102.014 Code of Criminal Procedure for convictions of moving traffic violations in school crossing zones and passing a school bus. For cities under 850,000 population, it shall be used first to fund school crossing guards, with any excess expended for programs designed to enhance public safety and security. Because Addison does not have a school crossing program, the funds are used for other child safety expenses.

FUND NARRATIVE

For FY2026, the budget anticipates that fees generated in this fund will pay for expenses related to traffic safety education for children. The available ending fund balance is projected at \$206,149, leaving 634.3% of operating expenditures.

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$166,298	\$185,797	\$201,649	\$213,649
Revenues				
Fines and Penalties	\$22,313	\$11,000	\$22,000	\$21,000
Interest and Other Income	14,416	3,000	5,000	4,000
Total Revenues	\$36,729	\$14,000	\$27,000	\$25,000
Total Available Resources	\$203,027	\$199,797	\$228,649	\$238,649
Expenditures				
Supplies	\$437	\$-	\$15,000	\$17,500
Contractual Services	941	2,500	-	15,000
Total Expenditures	\$1,378	\$2,500	\$15,000	\$32,500
Ending Fund Balances	\$201,649	\$197,297	\$213,649	\$206,149



OTHER SPECIAL REVENUE FUNDS

JUSTICE ADMINISTRATION FUND

FUND DESCRIPTION

The fund is funded by a portion of the Local Consolidated Fee, which is collected by courts on most cases. It can be used for programs such as educational and leadership programs, juvenile alcohol and substance abuse programs, and other projects to reduce juvenile referrals to court. Additionally, the time payment reimbursement fees collected can be used for the purpose of improving the efficiency of the administration of justice in the municipality.

FUND NARRATIVE

For FY2026, the budget anticipates that funds generated by the Justice Administration Fund fee will pay for maintenance costs associated with the courtroom and clerk's office. The available ending fund balance is projected at \$98,902, leaving 1978.0% of operating expenditures.

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$60,243	\$67,844	\$81,972	\$91,372
Revenues				
Fines and Penalties	\$13,016	\$9,530	\$10,900	\$9,530
Interest and Other Income	8,713	2,000	3,500	3,000
Total Revenues	\$21,729	\$11,530	\$14,400	\$12,530
Total Available Resources	\$81,972	\$79,374	\$96,372	\$103,902
Expenditures				
Supplies	\$-	\$4,000	\$4,000	\$4,000
Maintenance	-	1,000	1,000	1,000
Total Expenditures	\$-	\$5,000	\$5,000	\$5,000
Ending Fund Balances	\$81,972	\$74,374	\$91,372	\$98,902



OTHER SPECIAL REVENUE FUNDS

PEG FUND

FUND DESCRIPTION

Public, Educational and Governmental (PEG) fees are a cable franchise fee. The funding is to be used for any combination of television production equipment, training, and government access airtime on a local cable system.

FUND NARRATIVE

For FY2026, planned expenditures for the PEG fund total \$15,000. The projected ending fund balance is \$12,735, leaving 84.9% of operating expenditures.

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$70,320	\$10,070	\$11,735	\$7,235
Revenues				
Franchise Fees	\$25,938	\$25,000	\$25,000	\$20,000
Interest and Other Income	2,151	500	500	500
Total Revenues	\$28,089	\$25,500	\$25,500	\$20,500
Total Available Resources	\$98,409	\$35,570	\$37,235	\$27,735
Expenditures				
Supplies	\$1,239	\$-	\$6,000	\$-
Capital Outlay	85,435	30,000	24,000	15,000
Total Expenditures	\$86,674	\$30,000	\$30,000	\$15,000
Ending Fund Balances	\$11,735	\$5,570	\$7,235	\$12,735

SELF-FUNDED Projects Fund

FUND DESCRIPTION

The purpose of the Self-Funded Special Project Fund is to cash-fund important one-time projects. The dollars for these one-time projects are intended to come from the savings from previous fiscal years that flow through the General Fund's fund balance along with contributions from other funds when the project will service multiple funds. Separating out recurring sources of revenue from one-time sources is considered a best practice for fiscal sustainability.

FUND NARRATIVE

Major expenditures in this fund in FY2026 include:

- Smoke Detector Battery Replacement Program \$3,000
- EMS Training \$15,000
- HSIP Arapaho Road/Surveyor Blvd and Systemwide Improvements \$177,500
- Parks Planned Asset Replacement \$427,200
- Mental Health Screening for Fire Department \$30,000
- Neighborhood Vitality Grant Funding \$100,000
- AAC Outdoor Pool Restroom/Perimeter Fence Renovation \$220,000
- Wayfinding Signage Master Plan Implementation \$554,060
- Cotton Belt Trail Amenity Enhancements \$195,000
- Bosque Park Improvements \$441,000
- Fire Technical Rescue Gear \$75,600
- Phase 2 Facility Security \$150,000
- Celestial Park Entrance and Lighting Improvements \$118,000
- Addison Circle Park Drainage Improvements \$150,000
- Addison Circle Park Pavilion Exterior Repairs/Painting \$50,000
- Addison Circle Park Capital Campaign \$196,373
- AAC Asset Management Needs \$105,500
- Arapaho/Addison Road and Addison Road/Lindbergh Drive Signal Improvements \$110,200
- Landscape Improvements \$158,743





**STATEMENT OF REVENUES
AND EXPENDITURES**

	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$6,637,119	\$5,162,681	\$8,637,149	\$7,530,499
Revenues				
Interest and Other Income	\$775,852	\$125,000	\$230,000	\$175,000
Total Revenues	\$775,852	\$125,000	\$230,000	\$175,000
Transfers from other funds	4,500,000	-	1,200,000	-
Total Available Resources	\$11,912,971	\$5,287,681	\$10,067,149	\$7,705,499
Expenditures				
Supplies	\$48,394	\$3,000	\$3,000	\$70,525
Maintenance	898,414	196,000	421,000	208,743
Contractual Services	1,190,160	549,900	980,300	341,373
Capital Outlay	1,138,854	507,200	1,132,350	2,656,535
Total Expenditures	\$3,275,822	\$1,256,100	\$2,536,650	\$3,277,176
Ending Fund Balance	\$8,637,149	\$4,031,581	\$7,530,499	\$4,428,323



STREETS

Self-Funded Projects

FUND DESCRIPTION

The Streets Self-Funded Projects Fund accumulates resources to support pay-as-you-go streets capital projects or significant non-routine streets capital and maintenance expenditures, building a reserve to reduce Addison's reliance on debt for streets capital projects. The dollars for these one-time projects are intended to come from interest income generated, one-time reimbursements, and contributions from the General Fund.

FUND NARRATIVE

This fund was created in FY2013 to set aside resources for a reserve for years of economic decline, to cash-fund streets capital projects that would have otherwise been funded by debt financing, or to fund significant non-routine capital and maintenance expenditures. The FY2026 beginning fund balance in the Streets Self-Funded Projects Fund is estimated to be \$6.0 million.

For FY2026, planned expenditures for the Streets Self-Funded Projects Fund total approximately \$1.9 million. The projected fund balance at the end of FY2026 is approximately \$5.2 million.





STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$2,046,337	\$2,636,610	\$2,691,290	\$5,996,551
Revenues				
Interest and Other Income	947,887	3,075,000	5,906,874	1,100,000
Total Operational Revenue	\$947,887	\$3,075,000	\$5,906,874	\$1,100,000
Total Available Resources	\$2,994,224	\$5,766,290	\$8,598,164	\$7,096,551
Expenditures				
Maintenance	278,094	500,000	500,000	850,000
Contractual Services	-	195,000	195,000	-
Capital Outlay	24,840	-	-	-
Total Operational Expenditures	302,934	695,000	695,000	850,000
Capital Projects (Cash Funded)				
Vitruvian West Streetscape and Bella Lane Extension	-	604,200	-	896,741
Vitruvian Park Phase 6, Blocks 301, 302 and 303	-	654,075	-	-
Beltway Drive Trail	-	1,697,500	1,906,613	-
Pedestrian Improvements- Pedestrian Toolbox Implementation	-	-	-	150,000
Total Expenditures	\$302,934	\$3,650,775	\$2,601,613	\$1,896,741
Ending Fund Balances	\$2,691,290	\$2,060,835	\$5,996,551	\$5,199,810



PROPRIETARY Funds



AIRPORT Fund

FUND DESCRIPTION

Addison owns a general aviation airport, which the Town considers to be one of the community's greatest assets. Addison Airport is a single runway facility and is classified by the Federal Aviation Administration (FAA) as a "National" category General Aviation (GA) airport, the highest-level category given to just 92 of 2,908 "non-primary" airports in the National Plan of Integrated Airport Systems (NPIAS). Addison is also designated by FAA as a Reliever for Dallas – Fort Worth International Airport (DFW). Addison Airport's primary customer base is business aviation; the airport is used extensively by corporate executives who conduct business in offices located in the North Dallas area. The airport is financed and operated as an enterprise fund, in a manner like private business enterprises where costs of providing services to the public are financed primarily through rentals, leases, and user charges; the airport is completely self-supporting, it receives no funding at all from the Town's General Fund.

FUND NARRATIVE

From its opening in October 1957 through 1976, Addison Airport was privately owned and operated. In 1976, the Town of Addison acquired the airport at the urging of and with financial assistance from the FAA. At that time, the Town elected to leave the management and operations of the airport in the hands of Henry Stuart, Airport Manager since the opening of the airport in 1957, and his company Addison Airport of Texas, Inc. (AATI). AATI operated the airport through the end of 2000, after which a joint venture of Washington Group International (WGI) and The Staubach Companies assumed control. The joint venture – known as the Washington-Staubach Addison Airport Venture (WSAAV) – managed and operated the airport under contract to the Town from January 1, 2001, through September 30, 2010. Towards the end of WSAAV's tenure, the Town began negotiating separate contracts with their successor companies (URS Energy & Construction for Airport Operator services, and SAMI Management, Inc. for Real Estate operator services); those contracts became effective October 1, 2010, with the same personnel from the joint venture continuing to manage and operate the airport. In spring of 2020, the Town of Addison elected to early terminate the Airport Operating Agreement with AECOM (formerly URS Energy & Construction) and to allow the Real Estate Operator Agreement with SAMI Management, Inc. to expire, with both contracts ending on September 30, 2020. Effective October 1, 2020, all of the former AECOM and SAMI staff became Town of Addison employees. Now, for the first time in its 63-year history, Addison Airport is owned by the Town of Addison and operated by Addison municipal employees.

Airport staff – who are now all Town of Addison employees – perform all functions directly associated with the management, operation, and maintenance of the airport and related facilities.

Staff also develops the capital improvement program and obtains capital grant funding from the FAA and the Texas Department of Transportation (TxDOT) Aviation Division. Grant funding is essential for the ongoing capital improvement of the airport. Airport staff also perform all real estate functions, including rental of Addison facilities and the management of ground leases, as well as the billing and collection of all revenue related to rentals, leases, fuel flowage fees, and miscellaneous income.

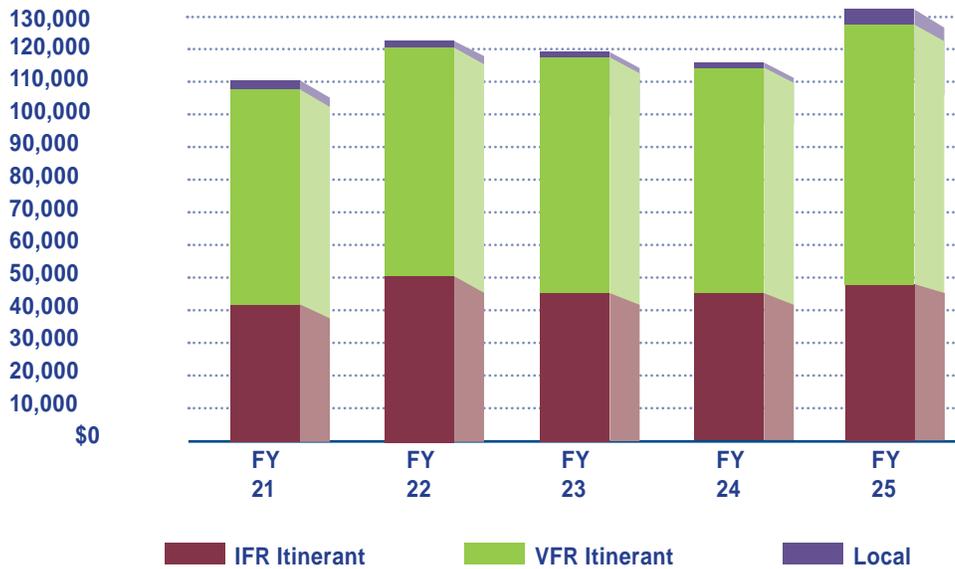
CONCLUDING FISCAL YEAR PERFORMANCE

Operating revenue for FY2025 is projected to total \$9,536,792, a 5.7 percent decrease from the original budget of \$10,110,587 FY2025 and \$1.2 million more than was generated in FY2024. Operating expenses are estimated to total \$6,441,638, which is \$103,094 more than budgeted.

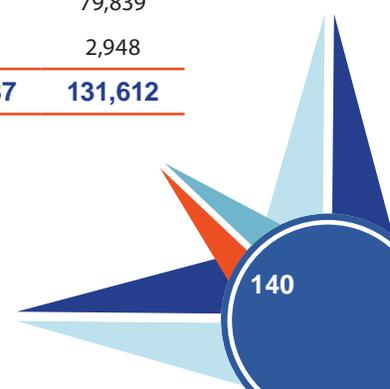
2025-2026 BUDGET NARRATIVE

For FY2026, the budget anticipates operating revenue of \$8,001,147, a 16.1 percent decrease from the FY2025 budget. The projected decrease is largely due to the Bipartisan Infrastructure Law intergovernmental funding to support Airport capital projects that was received in FY2025 and not expected to be repeated in FY2026.

AIRPORT OPERATIONS



AIRPORT OPERATIONS	FY21	FY22	FY23	FY24	FY25
IFR Itinerant	41,727	50,566	45,058	45,722	48,825
VFR Itinerant	65,956	69,514	72,826	67,827	79,839
Local	2,640	2,418	1,180	1,438	2,948
Total	110,323	122,498	119,064	114,987	131,612



AIRPORT FUND

VISION

Addison's aspiration for the airport, or vision statement, as expressed in the Airport Strategic Plan approved by City Council on November 25, 2013, is an adaptation of Addison's corporate vision statement:

To be a safe, thriving General Aviation Airport that delivers the "Addison Way" with superior services, an attractive appearance, and an enhanced sense of community, offering a high-quality experience for tenants, businesses, visitors, and all stakeholders. Addison Airport will lead the way in creativity, innovation, and environmental and fiscal responsibility within a culture of excellence and regard for others.

PROGRAM NARRATIVE

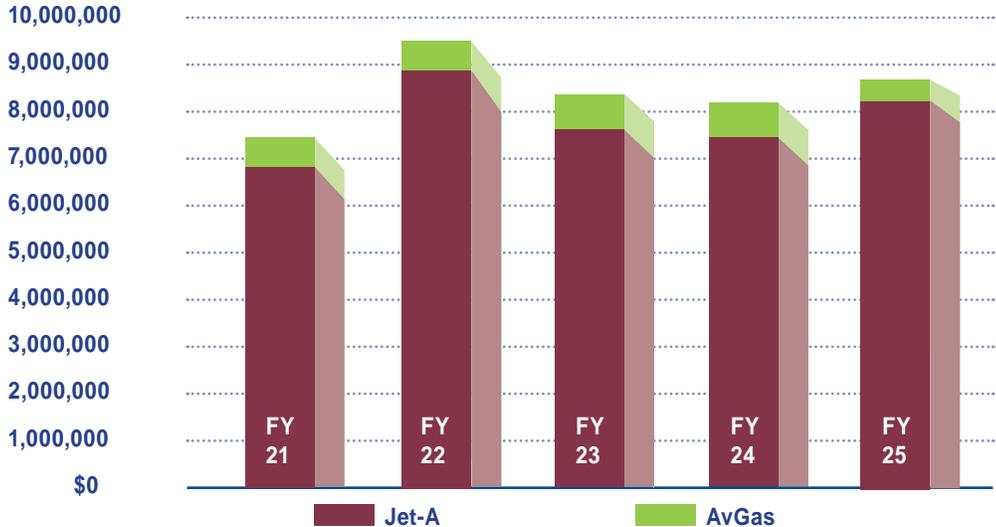
ACCOMPLISHMENTS OF FY2025

- Kicked off Airport master Planning Process.
 - Council Appointed Steering Committee & Executive Committee made up of staff.
- Hired dedicated Airport Engagement Officer focused on safety and tenant relationships.
- Completed Taxiway Bravo Extension Phase.
- Reconstructed Vehicle Service Road:
 - \$2.0M in Developer Participation Agreements (DPA): Million Air, Sky Harbour & Sky Squared
 - \$2.8M Airport Connector and Vehicle Service Road Project.
- Coordinated Facility Development & Redevelopment.
 - Sky Harbour Phase I - \$22M; 100,000 sq. ft. of Executive Hangar Space.
 - Million Air International Ramp - \$6.5M.
 - Tango Whiskey & Westgrove Air Plaza Apron & Taxiway Uniform Improvements with DPA.

OBJECTIVES FOR FY2026

- Continue to successfully lead Airport Master Planning Project.
- Increase Airport engagement efforts to include tenant meetings and workshops.
- Improvements to existing Fuel Farm Facility to enhance safety and best use.
- Complete Design of the second phase of the Taxiway Bravo Extension.
- Continue oversight of Facility Redevelopment and Construction:
 - Sky Harbour Phase II Executive Hangar Development
 - Atlantic Aviation Hangar #2 Design and Construction
 - RASA Hangar Construction
- Market for lease a five-acre redevelopment opportunity on the Airport's west side.
- Design and construct Taxiway Uniform Storm Drainage Improvements.

FUEL FLOWAGE



FUEL FLOWAGE	FY21	FY22	FY23	FY24	FY25
Jet-A	6,852,055	8,891,800	7,653,582	7,460,170	8,120,852
AvGas	637,705	659,805	727,565	723,281	555,886
Total	7,489,760	9,551,605	8,381,147	8,183,451	8,676,738



AIRPORT FUND

STATEMENT OF REVENUES AND EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$8,197,215	\$8,173,656	\$9,827,947	\$8,072,261
Revenues				
Intergovernmental				
Operating Grants	\$186,133	\$2,671,260	\$1,927,000	\$100,000
Service Fees	1,350,156	1,485,140	1,485,140	1,562,000
Rental Income	5,750,708	5,733,487	5,765,496	6,004,947
Interest and Other Income	1,030,262	220,700	359,156	334,200
Total Revenues	\$8,317,259	\$10,110,587	\$9,536,792	\$8,001,147
Total Available Resources	\$16,514,474	\$18,284,243	\$19,364,739	\$16,073,408
Expenditures				
Personnel Services	\$2,533,938	\$2,964,581	\$2,921,661	\$3,766,304
Supplies	39,496	55,873	78,573	60,063
Maintenance	857,874	693,126	603,114	707,995
Contractual Services	1,347,997	1,507,327	1,705,653	1,596,664
Capital Replacement / Lease	160,491	242,928	242,928	250,720
Debt Service	875,747	874,709	874,709	873,809
Capital Outlay	177,200	-	15,000	-
Total Operational Expenditures	\$5,992,743	\$6,338,544	\$6,441,638	\$7,255,555
Transfer to Debt Service Fund	469,344	528,527	528,527	534,374
One-time Decision Packages	-	147,000	147,000	150,000
Capital Projects (Cash Funded)	224,440	4,208,000	4,175,313	871,365
Total Expenditures	\$6,686,527	\$11,222,071	\$11,292,478	\$8,811,294
Ending Working Capital	\$9,827,947	\$7,062,172	\$8,072,261	\$7,262,114

AIRPORT FUND

STAFFING	LEVEL	ACTUAL 2022-23	BUDGET 2023-24	ESTIMATED 2023-24	BUDGET 2024-25
City Manager ¹	N/C	0.00	0.25	0.25	0.25
Deputy City Manager	138	0.50	0.50	0.50	0.50
Chief Financial Officer ²	135	0.00	0.25	0.25	0.25
Airport Director	133	1.00	1.00	1.00	1.00
Assistant Director of Finance ³	130	0.25	0.25	0.25	0.50
Airport Assistant Director	128	2.00	2.00	2.00	2.00
Controller	127	0.25	0.25	0.25	0.25
Emergency Management Coordinator ²	127	0.00	0.25	0.25	0.25
GIS Manager	127	0.40	0.40	0.40	0.40
Accounting Manager	124	0.50	0.50	0.50	0.50
Airport Asset Manager	124	1.00	1.00	1.00	1.00
Airport Maintenance Manager	124	1.00	1.00	1.00	1.00
Treasury Supervisor ³	121	0.00	0.00	0.00	0.50
Senior Budget Analyst ²	119	0.00	0.25	0.25	0.25
Airport Leasing Manager	118	1.00	1.00	1.00	1.00
HR Business Partner	118	0.50	0.50	0.50	0.50
Accountant	117	1.00	1.00	1.00	1.00
Airport Operations Management Analyst ⁴	117	0.00	0.00	1.00	1.00
Utility Billing Supervisor ⁵	117	0.00	0.00	0.00	0.40
Airport Maintenance Crew Leader ⁴	114	0.00	0.00	1.00	1.00
Management Assistant	114	1.00	1.00	1.00	1.00
Airport Operations Specialist	113	1.00	1.00	1.00	1.00
Senior Accounting Specialist ²	113	0.00	0.25	0.25	0.25
Airport Maintenance Technician III ⁴	112	1.00	1.00	0.00	0.00
Accounting Specialist ²	111	0.00	0.25	0.25	0.25
Accounting Specialist - UB ⁵	111	0.00	0.00	0.00	0.40



AIRPORT FUND



Airport Maintenance Technician II	111	3.00	3.00	3.00	3.00
Department Assistant⁴	109	1.00	1.00	0.00	0.00
Janitorial and Light Maintenance Worker	107	1.00	1.00	1.00	1.00
Airport Summer Management Intern	104	0.20	0.20	0.20	0.20
Driver/Engineer⁶	F4	0.00	0.00	0.00	3.00
Police Officer	P2	3.00	3.00	3.00	3.00
Total		20.60	22.10	22.10	26.65

¹This position is not classified in the pay plan. This position has been partially reallocated to the Airport Fund (0.25 FTE) in FY2025.

²This position has been partially reallocated to the Airport Fund (0.25 FTE) in FY2025.

³These positions have been partially reallocated to the Airport Fund (0.50 FTE) in FY2026.

⁴These positions were reclassified in FY2025.

⁵These positions have been partially reallocated to the Airport Fund (0.40 FTE) in FY2026.

⁶These positions have been reallocated to the Airport Fund in FY2026.

CAPITAL Replacement Fund

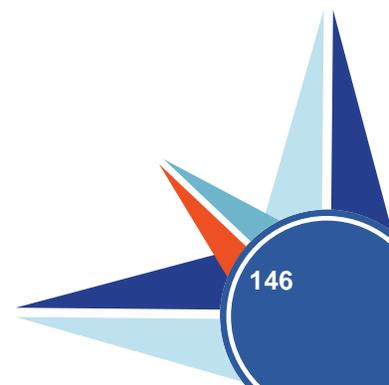
FUND DESCRIPTION

This fund was established to accumulate sufficient resources to replace existing capital rolling stock and heavy equipment that has reached or exceeded its useful life. Resources are acquired through charges to operating departments. The charges are calculated using a straight-line amortization of each piece of equipment based upon the item's expected life.

FUND NARRATIVE

Estimated expenses in FY2025 were primarily associated with the following purchases:

- General Services – Emergency Generator Replacement (\$32,088)
- General Services – F150 Crew Cab (\$61,210)
- Police – (10) Durangos (\$495,987)
- Police – Crime Scene Van (\$22,535)
- Development Services - F150 Supercab (\$46,000)
- Development Services – (2) F150 (\$94,011)
- Fire - (2) Ambulance (\$942,300)
- Fire – Ambulance (\$393,804)
- Fire - Rescue Tools (\$89,500)
- Fire – F150 (\$54,246)
- Fire - (3) Thermal Imaging Cameras (\$20,500)
- Streets - Sand Spreader (\$25,000)
- Streets – (2) F350 Super Cab (\$132,940)
- Streets – F750 Aerial Body (\$120,276)
- Parks - Genie Lift (\$37,000)
- Parks – Ford F250 Super Cab (\$57,905)
- Parks – (2) Ford F350 Super Cab (\$166,604)
- Parks – (3) Ford F250 Crew Cab (\$216,208)
- Parks - Arrow Board (\$5,300)
- Parks - Spyker Sprayer (\$25,000)
- Parks - Track Loader (\$43,000)
- Utilities – (2) Ford F250 (\$166,159)



CAPITAL REPLACEMENT FUND

Equipment purchases included in the FY2026 budget include:

- Streets – (2) Arrow Board (\$16,000)
- Airport – F250 Extended Cab Service Body (\$80,000)
- Airport – Compact Track Loader (\$94,000)
- Utilities – Valve Maintenance Turck (\$300,000)

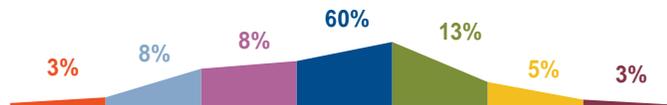
CAPITAL EQUIPMENT REPLACEMENT FUND STATEMENT OF INCOME	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Beginning Balances	\$4,397,984	\$1,839,545	\$4,107,605	\$2,859,861
Revenues				
Service Fees				
Department contributions	\$1,415,000	\$1,705,000	\$1,705,000	\$1,535,000
Interest and Other Income	459,085	132,400	294,829	148,000
Total Revenues	\$1,874,085	\$1,837,400	\$1,999,829	\$1,683,000
Total Resources Available	\$6,272,069	\$3,676,945	\$6,107,434	\$4,542,861
Expenditures				
Capital Outlay	\$2,164,464	\$1,321,600	\$3,247,573	\$490,000
Total Expenses	\$2,164,464	\$1,321,600	\$3,247,573	\$490,000
Ending Working Capital	\$4,107,605	\$2,355,345	\$2,859,861	\$4,052,861



CAPITAL REPLACEMENT FUND

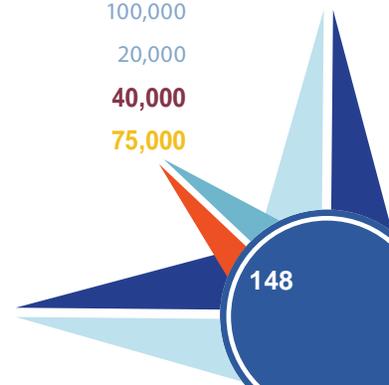


CONTRIBUTIONS TO THE CAPITAL REPLACEMENT FUND BY FUNCTION



CAPITAL REPLACEMENT FUND

	2026
Public Safety	925,000
Police	400,000
Fire	525,000
Urban Development	50,000
Parks and Recreation	200,000
Parks	125,000
Recreation	75,000
General Government	125,000
Utility/Streets	120,000
Utility	100,000
Streets	20,000
Stormwater	40,000
Airport	75,000



FACILITY

Maintenance Fund

FUND DESCRIPTION

This fund was established to provide dedicated funding to maintain the Town's aging facilities through planned maintenance and emergency repairs. Resources are acquired through charges to operating departments. The charges are guided by the Asset Management Plan and determined on an as-needed basis.

FUND NARRATIVE

Estimated expenses in FY2025 were primarily associated with the following project:

- Emergency Maintenance (\$663,186)
- Fire Station #1 Interior Remodel (\$89,633)
- Fire Station #1 Restroom Remodel (\$53,427)
- Police ADA Door Modifications (\$3,511)
- Gym Floor Resurfacing (\$19,018)
- Town Hall Exterior Paint and Carpentry (\$151,225)
- Interior Paint and Flooring at Town Hall and Fire Station 1 (\$160,000)
- Theatre Center Remove Vines and Repaint Facility (\$165,000)
- Flooring and Interior Paint at the Service Center (\$90,000)
- Repairs to Addison Performing Arts Center (\$80,000)

Maintenance projects included in the FY2026 budget include:

- Emergency Maintenance (\$450,000)



FACILITY MAINTENANCE FUND

FACILITY MAINTENANCE FUND STATEMENT OF INCOME	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$1,424,901	\$1,404,100	\$1,179,411	\$494,411
Revenues				
Service Fees				
Department contributions	\$425,000	\$750,000	\$750,000	\$850,000
Interest and Other Income	109,315	29,000	40,000	29,000
Total Revenues	\$534,315	\$779,000	\$790,000	\$879,000
Total Available Resources	\$1,959,216	\$2,183,100	\$1,969,411	\$1,373,411
Expenditures				
Maintenance	\$748,471	\$1,085,000	\$1,315,000	\$450,000
Capital Outlay	31,334	-	160,000	-
Total Expenses	\$779,805	\$1,085,000	\$1,475,000	\$450,000
Ending Working Capital	\$1,179,411	\$1,098,100	\$494,411	\$923,411



INFORMATION TECHNOLOGY

Replacement Fund

FUND DESCRIPTION

This internal service fund was established in 1998 to accumulate sufficient resources to allow the Town to replace systems, including hardware and software with values in excess of \$5,000, on a regular basis or as needed in order to be adequately responsive to the increasing demands on the Town's network. Resources are acquired through charges to operating departments. The charges are calculated using a straight-line amortization of each component of a system based upon the component's expected life. Information Technology department calculates each department's contribution to this fund on an annual basis.

FUND NARRATIVE

Estimated expenses in FY2025 were:

- Police Replace In-Car Video/Body Cams (\$110,000)
- Replace Mobile Device Computers (\$285,000)
- Energov System Upgrade (\$150,000)
- Fire Vehicle and Helmet Mounted Cameras (\$25,000)
- AAC Public Address and Music System (\$80,000)
- NeoGov Onboard (\$14,000)
- License Plate Reader Cameras (60,000)
- Building Security Enhancements (\$150,000)

Scheduled purchases through FY2026 are:

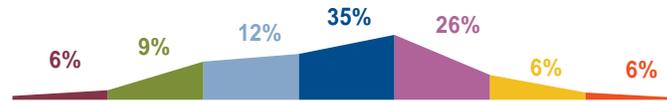
- Police Replace In-Car Video/Body Cams (\$110,000)
- Energov System Upgrade (\$100,000)
- PC's, iPads, and Laptops Upgrade (\$260,000)
- Building Security Enhancements (\$150,000)
- Local Area Network Upgrade (\$2,000,000)
- Taser Replacements (\$260,000)
- License Plate Reader Network Replacement (\$1,000,000)
- License Plate Reader Pilot (60,000)

INFORMATION TECHNOLOGY REPLACEMENT FUND

IT REPLACEMENT FUND STATEMENT OF INCOME	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$3,662,440	\$3,824,524	\$4,329,473	\$4,393,436
Revenues				
Service Fees				
Department contributions	\$805,963	\$805,963	\$805,963	\$830,171
Interest and Other Income	308,783	76,500	132,000	98,750
Total Revenues	\$1,114,746	\$882,463	\$937,963	\$928,921
Total Resources Available	\$4,777,186	\$4,706,987	\$5,267,436	\$5,322,357
Expenditures				
Supplies	\$72,993	\$-	\$-	\$-
Maintenance	116,182	189,000	189,000	3,360,000
Capital Outlay	258,538	685,000	685,000	580,000
Total Expenditures	\$447,713	\$874,000	\$874,000	\$3,940,000
Ending Working Capital	\$4,329,473	\$3,832,987	\$4,393,436	\$1,382,357



CONTRIBUTIONS TO THE INFORMATION TECHNOLOGY REPLACEMENT FUND BY FUNCTION



CATEGORY	2026
Public Safety	293,775
Police	220,000
Fire	73,775
Urban Development	45,800
Parks and Recreation	71,470
Parks	41,499
Recreation	29,971
Airport	50,720
Tourism & Economic Development	53,025
Economic Development	11,527
Marketing	9,222
Special Events	25,360
Theatre Centre	6,916
Utility/Streets	96,832
Streets	18,444
Stormwater	16,140
Utility	62,248
General Government	218,549
City Manager	69,164
Finance	32,150
General Services	18,100
Courts	34,582
Human Resources	9,222
Information Technology	50,720
City Secretary	4,611
TOTAL	830,171



STORMWATER Fund

FUND DESCRIPTION

Addison’s Stormwater Fund is an enterprise fund, which is a Proprietary type of fund where operations are accounted for and financed in a manner like private business enterprises. In this budget, two types of funds are utilized, Governmental and Proprietary. Governmental funds are used for most government activities, while Proprietary funds are based on the premise that designated city services should be conducted as businesses. Addison’s Stormwater utility is operated on the premise that this city service should be operated where the costs of providing the services to the public are funded primarily through user charges.

FUND NARRATIVE

The Stormwater Fund was created in 2013 to address necessary stormwater activities and capital projects. The fee funds the costs to build and maintain stormwater infrastructure such as curb and gutter repair, maintenance of stormwater structures, and the Town’s federally and state mandated stormwater quality management program. Additionally, the stormwater fee funds the capital improvements to Addison’s drainage infrastructure including drainage relief systems, detention facilities and other improvements.

CONCLUDING FISCAL YEAR PERFORMANCE

Operating revenues for FY2025 are projected to total \$2,901,000, which is \$101 thousand more than the budget for FY2025 and \$397,519 more than was generated in FY2024. Operating expenses in FY2025 are projected to be about \$51,600 less than budgeted amounts. The anticipated ending working capital for FY2025 is projected at \$8,544,102.

2025-2026 BUDGET NARRATIVE

FY2026 budgeted operating revenues are projected at \$2,851,000, a decrease of \$447,519 from actual FY2024. Operating expenses are budgeted at \$2,842,699. There is no cash funding budgeted for capital projects.

STORMWATER FUND STATEMENT OF INCOME	ACTUAL 2023–24	BUDGET 2024–25	ESTIMATED 2024–25	BUDGET 2025–26
Beginning Working Capital	\$8,657,555	\$7,808,368	\$8,899,503	\$8,544,102
Revenues				
Licenses and Permits	\$2,075	\$-	\$1,000	\$1,000
Drainage Fees	2,609,536	2,600,000	2,625,000	2,625,000
Interest and Other Income	686,908	200,000	275,000	225,000
Total Revenues	\$3,298,519	\$2,800,000	\$2,901,000	\$2,851,000
Total Resources Available	\$11,956,074	\$10,608,368	\$11,800,503	\$11,395,102

STORMWATER FUND

EXPENDITURES

Personnel Services	\$758,272	\$942,468	\$919,806	\$934,142
Supplies	34,053	30,400	30,400	24,250
Maintenance	717,834	620,549	620,549	624,592
Contractual Services	352,718	257,200	257,200	329,260
Capital Replacement / Lease	25,000	50,000	50,000	56,140
Debt Service	488,948	896,453	867,515	874,315
Capital Outlay	273,550	-	-	-
Total Operational Expenditures	\$2,650,375	\$2,797,070	\$2,745,470	\$2,842,699
One-Time Decision Packages	-	66,500	66,500	-
Transfers to Debt Service Fund	406,196	444,431	444,431	832,457
Capital Projects (Cash Funded)	-	-	-	-
Total Expenditures	3,056,571	3,308,001	3,256,401	3,675,156
Ending Working Capital	\$8,899,503	\$7,300,367	\$8,544,102	\$7,719,946

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Assistant Director of Public Works	128	1.00	1.00	1.00	1.00
GIS Manager	127	0.30	0.30	0.30	0.30
Stormwater and Operations Manager	124	1.00	1.00	1.00	1.00
Streets and Traffic Operations Manager	124	0.30	0.30	0.30	0.30
GIS Analyst	119	0.50	0.50	0.50	0.50
Utility Billing Supervisor	117	0.20	0.20	0.20	0.20
Street Operations Supervisor	116	0.50	0.50	0.50	0.50
Construction Inspector ¹	114	0.00	1.00	1.00	1.00
Stormwater Operator	112	2.00	2.00	2.00	2.00
Accounting Specialist - UB	111	0.20	0.20	0.20	0.20
Street Maintenance Worker	107	2.50	2.50	2.50	2.50
Total		8.50	9.50	9.50	9.50

¹A Construction Inspector (1.0 FTE) position was added in FY2025.

STORMWATER Operations

DEPARTMENT DESCRIPTION

The mission of the Public Works and Engineering Services Department is to provide quality services related to the provision of water and sanitary sewer services, street maintenance, and stormwater drainage in a compliant, proactive, and professional manner.

The Stormwater Division of the Public Works and Engineering Services Department is responsible for:

- Maintaining the safe and efficient flow of stormwater through the drainage collection system.
- Maintaining the drainage system components and associated infrastructure.
- Identifying, reviewing, managing, inspecting, and implementing all stormwater capital projects.
- Complying with Texas Commission on Environmental Quality (TCEQ) regulations.

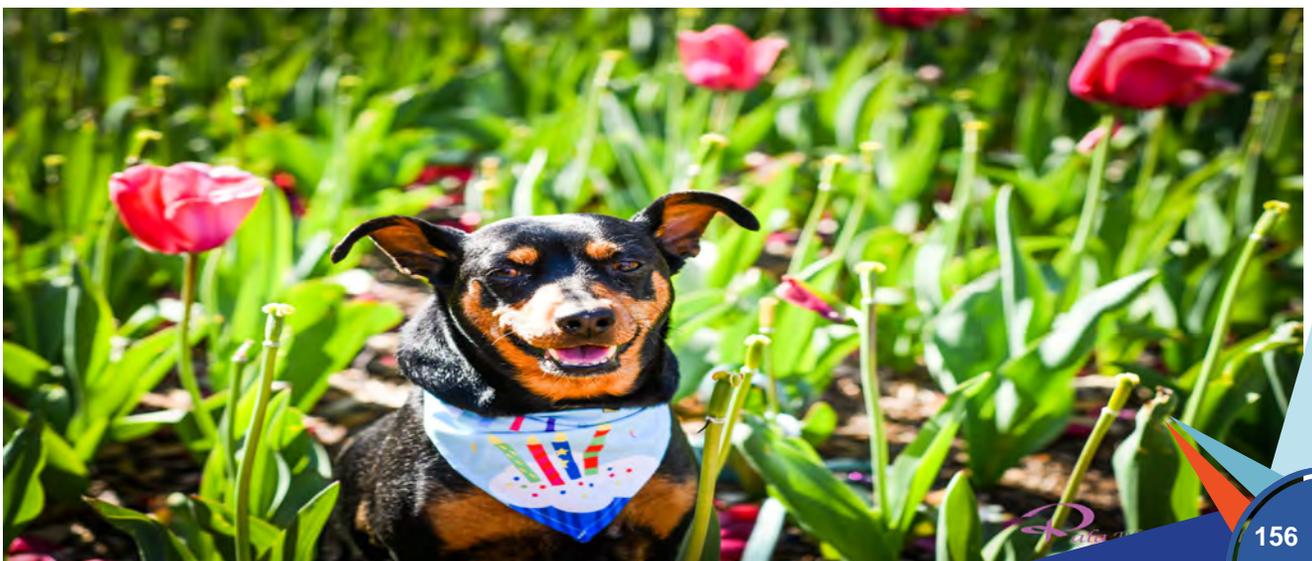
PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Continued annual stormwater inspections, cleaning, and repairs on 50,000 linear feet of stormwater mains.
- Implemented new street sweeping program and swept an average of 136 lane miles per week.
- Hired new construction inspector to help with right-of-way (ROW), franchise utilities, and Stormwater Pollution Prevention Plan (SWPPP).

OBJECTIVES FOR FY2026

- Continue annual stormwater inspections, cleaning, and repairs.
- Continue to support the debt service cost of stormwater improvements associated with street reconstruction projects.
- Continue street sweeping program.



UTILITY Fund

FUND DESCRIPTION

Addison’s Utility Fund is an enterprise fund, which is a Proprietary type fund where operations are accounted for and financed in a manner like private business enterprises. In this budget, two types of funds are utilized, Governmental and Proprietary. Governmental funds are used for most government activities, while Proprietary funds are based on the premise that designated city services should be conducted as businesses. Addison’s water and wastewater utilities are operated on the premise that this city service should be operated and financed where the costs of providing the services to the public are financed primarily through user charges.

FUND NARRATIVE

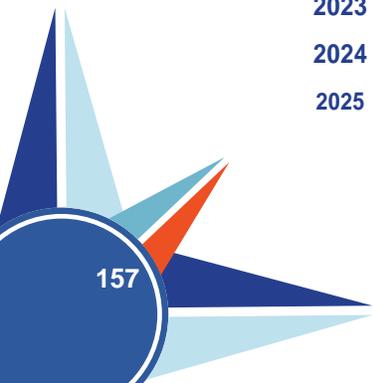
CONCLUDING FISCAL YEAR PERFORMANCE

Operating revenues for FY2025 are projected to total \$17,392,688, which is \$58,705 more than the budget for FY2025 and \$244,108 more than was generated in FY2024. Operating expenses in FY2025 are projected to be \$75,614 less than budgeted amounts. The anticipated ending working capital for FY2025 is projected at \$9,592,456.

2025-2026 BUDGET NARRATIVE

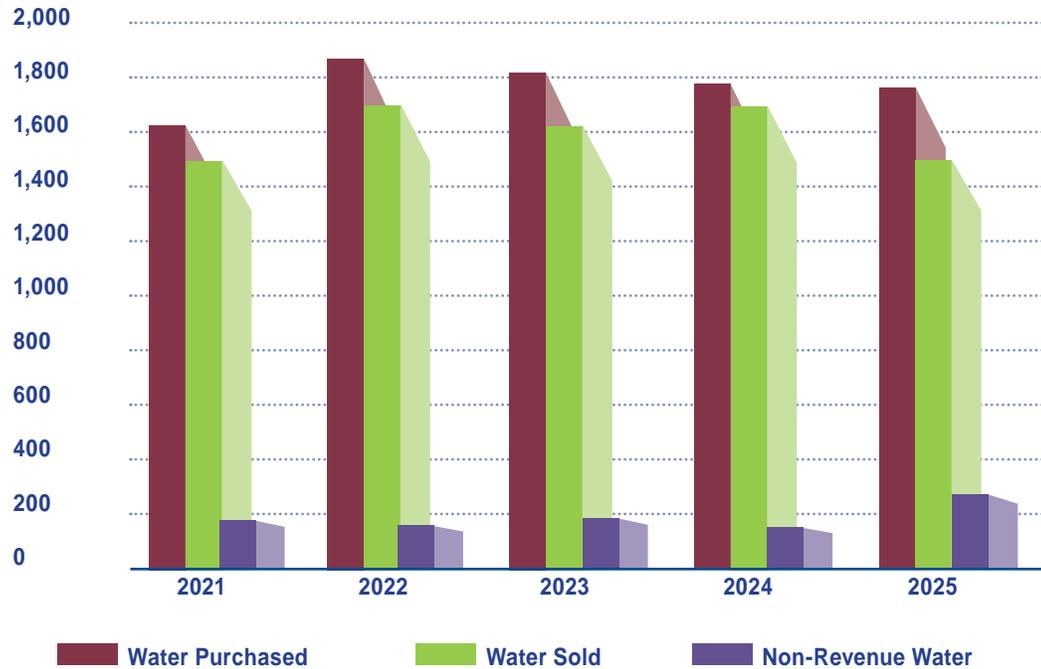
FY2026 budgeted operating revenues are projected at \$17,780,167, an increase of \$446,284 from the FY2025 budget. Operating expenses are budgeted at \$17,777,665, an increase of \$421,128 over the FY2025 budget. Also included in the FY2026 budget is cash funding of \$1,175,000 for cash-funded capital projects.

ANNUAL WATER LOSS REPORT			
YEAR	WATER PURCHASED	WATER SOLD	NON-REVENUE WATER
2021	1,627,270,000	1,491,606,055	184,278,716
2022	1,862,605,000	1,699,443,110	163,161,890
2023	1,812,306,000	1,621,607,216	190,698,784
2024	1,792,669,000	1,664,259,000	128,410,000
2025	1,790,744,000	1,508,323,951	282,420,049



WATER AUDIT

(in Millions)



ACCOUNT TYPE	ACTUAL USAGE	REPLACED USAGE	BILLED USAGE	BILLED AMOUNT
CL - COMM LARGE	240,057	123	240,121,000	\$1,263,121.14
CS - COMM SMALL	76,861	95	76,292,700	\$403,608.76
FR - FIRE METER	1,121	0	1,053,410	\$181,567.22
HM - HOTEL/MOTEL	128,585	0	128,585,000	\$578,899.22
IL - INDUSTRIAL LARGE	691	0	691,000	\$7,996.02
IS - INDUSTRIAL SMALL	861	0	861,000	\$5,077.01
LM - LOAN METER	4,512	0	4,512,000	\$25,175.04
ML - MULTIFAMILY LARGE	413,175	431	413,294,000	\$1,819,586.79
MS - MULTIFAMILY SMALL	13,079	0	13,079,000	\$63,067.17
RL - IRRIGATION LARGE	189,951	166	190,117,000	\$1,753,101.63
RS - IRRIGATION SMALL	104,264	109	103,018,356	\$931,962.90
SC - SCHOOL	47,278	58	47,336,000	\$348,211.38
SF - SINGLE FAMILY	174,746	203	174,464,485	\$1,079,641.57
TN - TOWN	114,899	0	114,899,000	\$718,829.95
TOTALS	1,510,080	1,185	1,508,323,951	\$9,179,845.80

UTILITY FUND

UTILITY FUND STATEMENT OF INCOME	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balances	\$8,430,078	\$8,906,359	\$9,670,691	\$9,592,456
Revenues				
Service Fees				
Water Sales	\$9,249,861	\$9,440,658	\$9,440,658	\$9,723,878
Sewer Charges	7,057,591	7,505,903	7,505,903	7,618,867
Tap Fees & Other	60,843	50,000	50,000	50,000
Fines and Penalties	108,354	105,000	105,000	105,000
Interest and Other Income	671,932	232,422	291,127	282,422
Total Revenues	\$17,148,580	17,333,983	17,392,688	\$17,780,167
Total Available Resources	25,578,658	26,240,342	27,063,379	27,372,623
Expenditures				
Personnel Services	\$2,878,324	\$3,202,074	\$3,132,480	\$3,195,365
Supplies	233,110	227,105	229,511	234,367
Maintenance	1,057,450	1,342,009	1,342,009	1,279,758
Contractual Services				
Water Purchases	4,582,871	4,976,098	4,976,098	5,096,222
Wastewater Treatment	3,827,770	4,310,865	4,310,865	4,648,042
Other Services	1,378,267	1,354,332	1,345,906	1,382,318
Capital Replacement / Lease	206,584	166,584	166,584	187,248
Debt Service	1,743,592	1,747,470	1,747,470	1,754,345
Capital Outlay	-	-	-	-
Total Expenditures	\$15,907,967	17,326,537	17,250,923	\$17,777,665
One-Time Decision Packages	-	175,000	175,000	701,750
Capital Projects (Cash Funded)				
AMI Water Meter Modernization	-	950,000	-	950,000
Celestial Pump Station Bathroom Addition	-	45,000	45,000	-
Addison Circle Tower Driveway	-	225,000	-	225,000
Total Expenditures	15,907,967	18,721,537	17,470,923	19,654,415
Ending Working Capital	\$9,670,691	\$7,518,805	\$9,592,456	\$7,718,208

UTILITY Operations

DEPARTMENT DESCRIPTION

The mission of the Public Works and Engineering Services Department is to provide quality services related to the provision of water and sanitary sewer services, street maintenance, and stormwater drainage in a compliant, proactive, and professional manner.

The Utility Division of the Public Works and Engineering Services Department is responsible for:

- Supplying safe, uninterrupted water and wastewater service to Addison residents and businesses.
- Maintaining water and wastewater facilities and infrastructure.
- Reviewing, managing, inspecting, and implementing all utility related capital projects.
- Maintaining regulatory compliance with the Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ) water and wastewater systems requirements.
- Processing and permitting requests for the use of the public right-of-way.

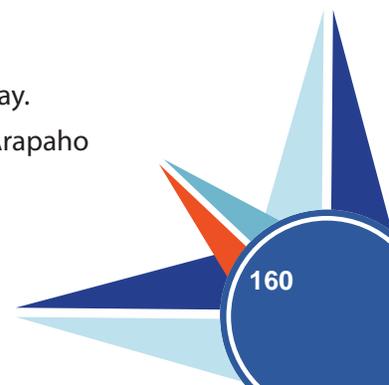
PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Secured \$2.6M in TxDOT Highway Safety Improvement Program Grants.
- Developed a relationship with the City of Dallas and coordinated the approval of the boundary adjustment for Montfort Drive and other improvement locations.
- Developed a Department-wide Dashboard.
- Kicked off the Master Transportation Plan Update and added a Pedestrian Toolbox.
- Completed the Water and Wastewater Master Plan.
- Began construction of Keller Springs Road.
- Completed Lead and Copper Rule Revisions (LCRR) deadline submissions and finalizing the lead service field investigation.
- Completed Pedestrian Safety Improvements throughout Town.

OBJECTIVES FOR FY2026

- Complete the LCRR inventory and construction of lead service line replacements.
- Process the RFP for AMI and begin construction on modernizing water meters.
- Implement Master Transportation Plan Update adding a Pedestrian Toolbox.
- Implement the Water and Wastewater Master Plan.
- Complete design of Montfort Drive.
- Continue design of Quorum Drive from Arapaho Road to Dallas North Tollway.
- Support Parks and Recreation in the Quorum Drive Bike Lane Project from Arapaho Road to Keller Springs Road.
- Complete construction of Jimmy Doolittle Drive.
- Implement the RFQ for Engineering Services.



UTILITY OPERATIONS DEPARTMENT STATEMENT OF EXPENDITURES

	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Expenditures				
Personnel Services	\$2,644,592	\$2,956,471	\$2,888,854	\$3,007,322
Supplies	215,371	211,855	211,855	217,117
Maintenance	1,057,450	1,342,009	1,342,009	1,279,758
Contractual Services	1,155,916	1,095,982	1,095,982	1,125,968
Capital Replacement/Lease	206,584	166,584	166,584	187,248
One-Time Decision Packages	-	175,000	175,000	701,750
Total Operating Expenditures	\$5,279,913	\$5,947,901	\$5,880,284	\$6,519,163

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Deputy City Manager	138	0.50	0.50	0.50	0.50
Director of Public Works and Engineering	134	1.00	1.00	1.00	1.00
Assistant Director of Public Works and Engineering	128	1.00	1.00	1.00	1.00
GIS Manager	127	0.30	0.30	0.30	0.30
Capital Improvement Project Manager	125	1.00	1.00	1.00	1.00
Utilities Manager - Water Quality	125	1.00	1.00	1.00	1.00
Right of Way Construction Manager	124	1.00	1.00	1.00	1.00
Streets and Traffic Operations Manager	124	0.30	0.30	0.30	0.30
Utilities Manager - Line Maintenance	124	1.00	1.00	1.00	1.00
GIS Analyst	119	0.50	0.50	0.50	0.50
HR Business Partner	118	0.50	0.50	0.50	0.50
Utility Supervisor - Line Maintenance	117	1.00	1.00	1.00	1.00
Utility Supervisor - Water Quality	117	1.00	1.00	1.00	1.00
Construction Inspector	114	2.00	2.00	2.00	2.00
Water Quality Specialist	113	2.00	2.00	2.00	2.00
Utility Operator III	112	4.00	4.00	4.00	4.00
Utility Operator II	111	2.00	2.00	2.00	2.00
Utility Operator I	110	5.00	5.00	5.00	5.00
Department Assistant	109	1.00	1.00	1.00	1.00
Public Works & Engineering Records Clerk	109	1.00	1.00	1.00	1.00
Total		27.10	27.10	27.10	27.10

UTILITY Billing

DEPARTMENT DESCRIPTION

To accurately bill Addison customers for their water and sewer usage, refuse collection, and other fees, and to ensure timely collection of payments.

PROGRAM NARRATIVE

ACCOMPLISHMENTS OF FY2025

- Assisted in transition of depository accounts and services.

OBJECTIVES FOR FY2026

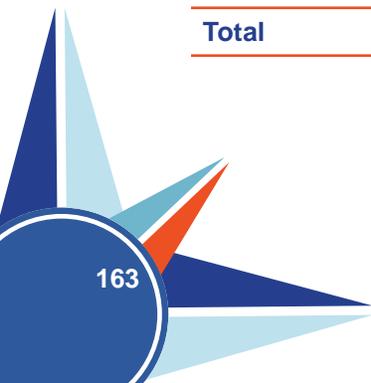
- Implement the new Utility Billing and Airport customer service portal.
- Assist in the implementation of smart meters for Utility Billing.





EXPENDITURES	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Personnel Services	\$233,732	\$245,603	\$243,626	\$188,043
Supplies	17,739	15,250	17,656	17,250
Contractual Services	222,351	258,350	249,924	256,350
Total Department Budget	\$473,821	\$519,203	\$511,206	\$461,643

STAFFING	LEVEL	ACTUAL 2023-24	BUDGET 2024-25	ESTIMATED 2024-25	BUDGET 2025-26
Assistant Director of Finance	130	0.50	0.50	0.50	0.50
Accountant	117	0.50	0.50	0.50	0.50
Utility Billing Supervisor	117	0.80	0.80	0.80	0.40
Accounting Specialist - UB	111	0.80	0.80	0.80	0.40
Total		2.60	2.60	2.60	1.80



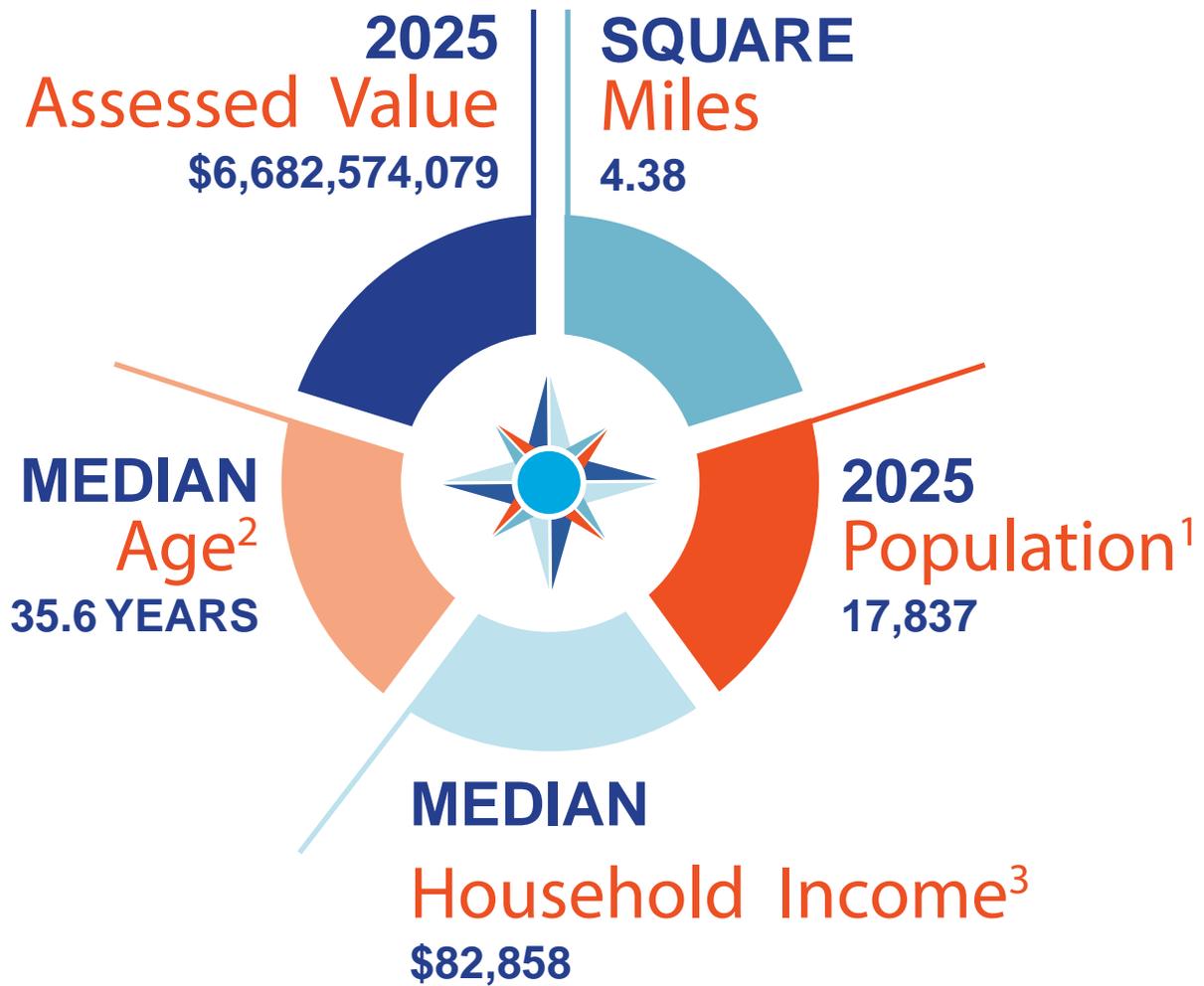


TOWN CHRONICLE & Appendices



ADDISON

Fast Facts

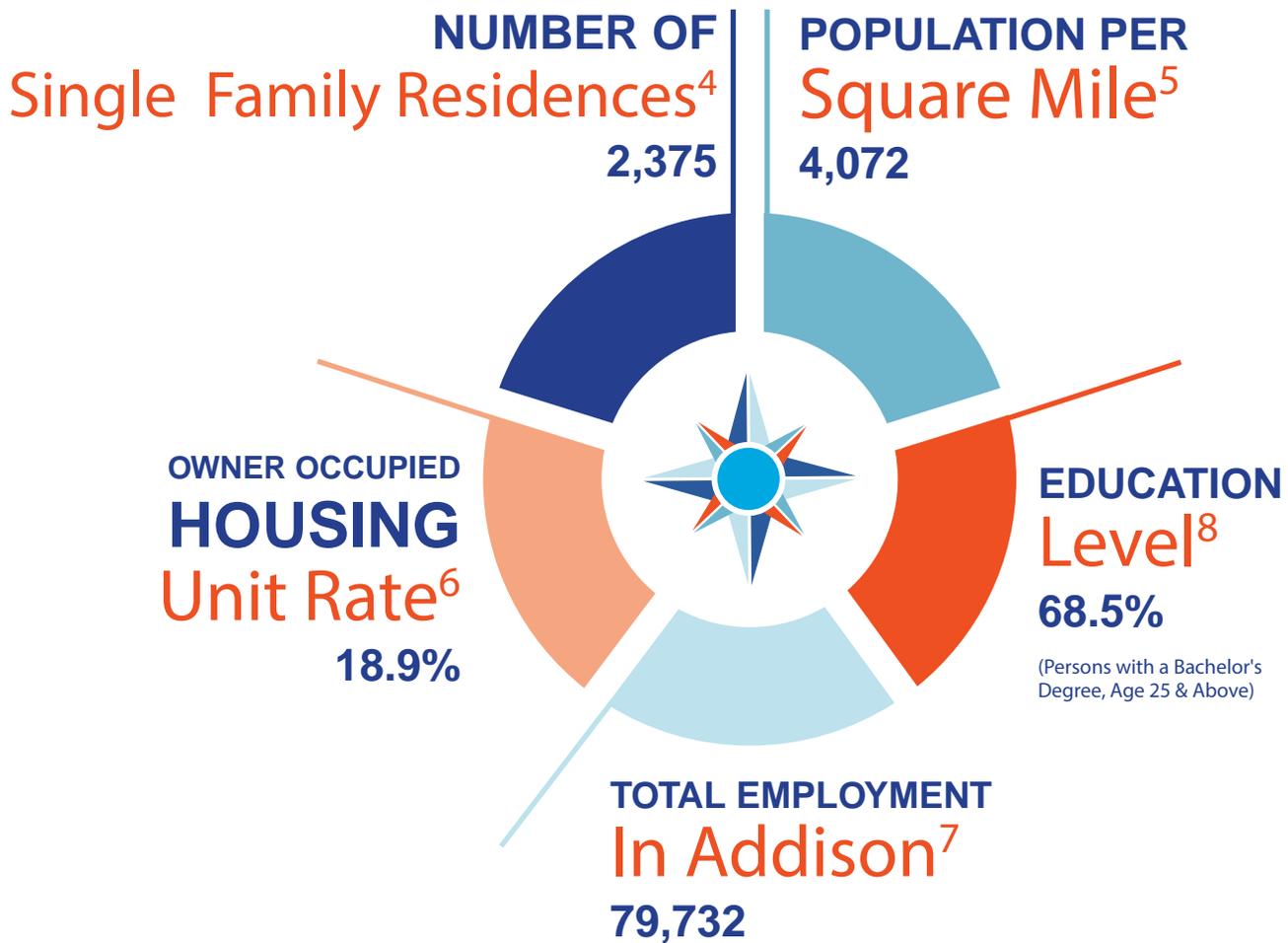


¹ 2025 North Central Texas Council of Governments Estimate

² 2019-2023 American Community Survey, US Census

³ 2023 American Community Survey, US Census

ADDISON FAST FACTS



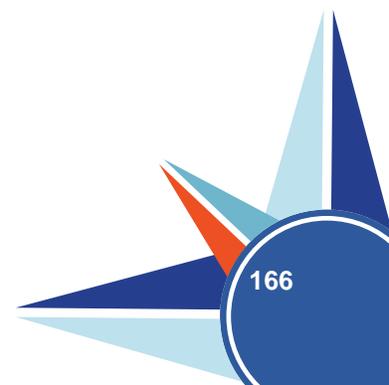
⁴ Dallas Central Appraisal District

⁵ 2025 North Central Texas Council of Governments Estimate

⁶ Census Quick Facts

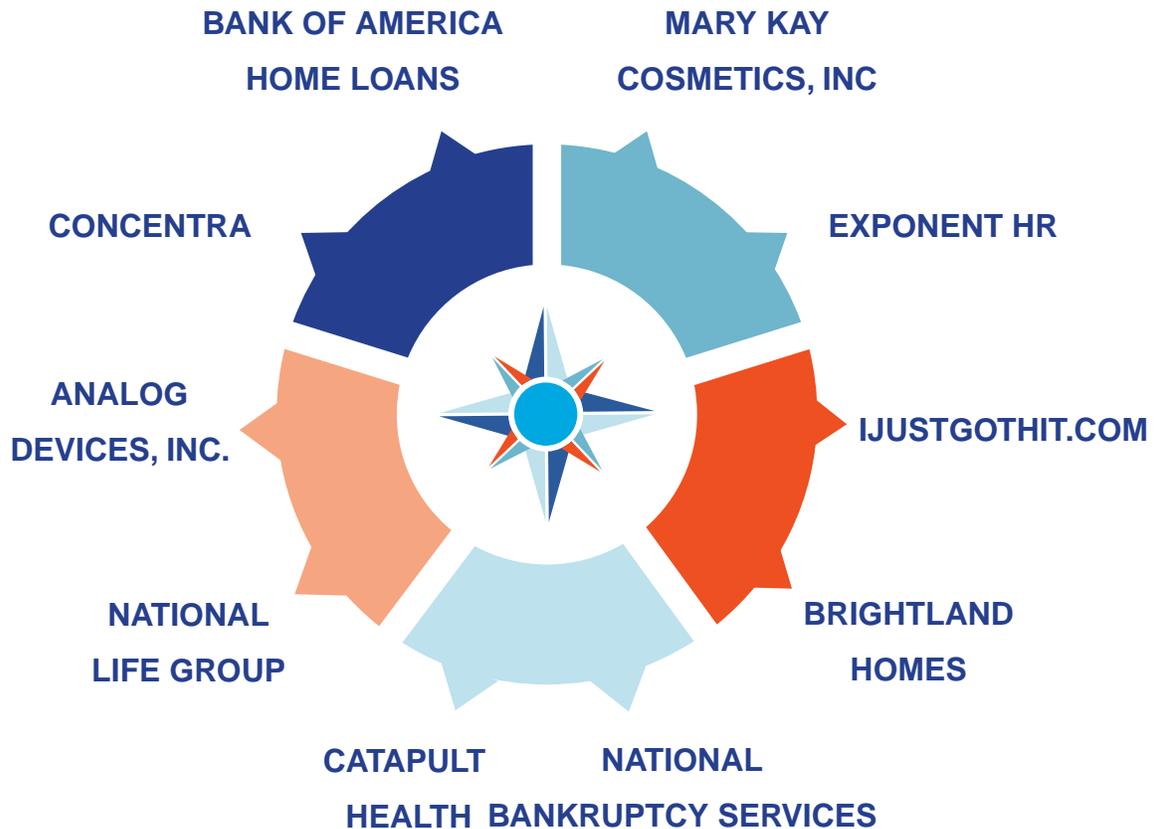
⁷ Jobs EQ

⁸ 2023 US Census Quick Facts



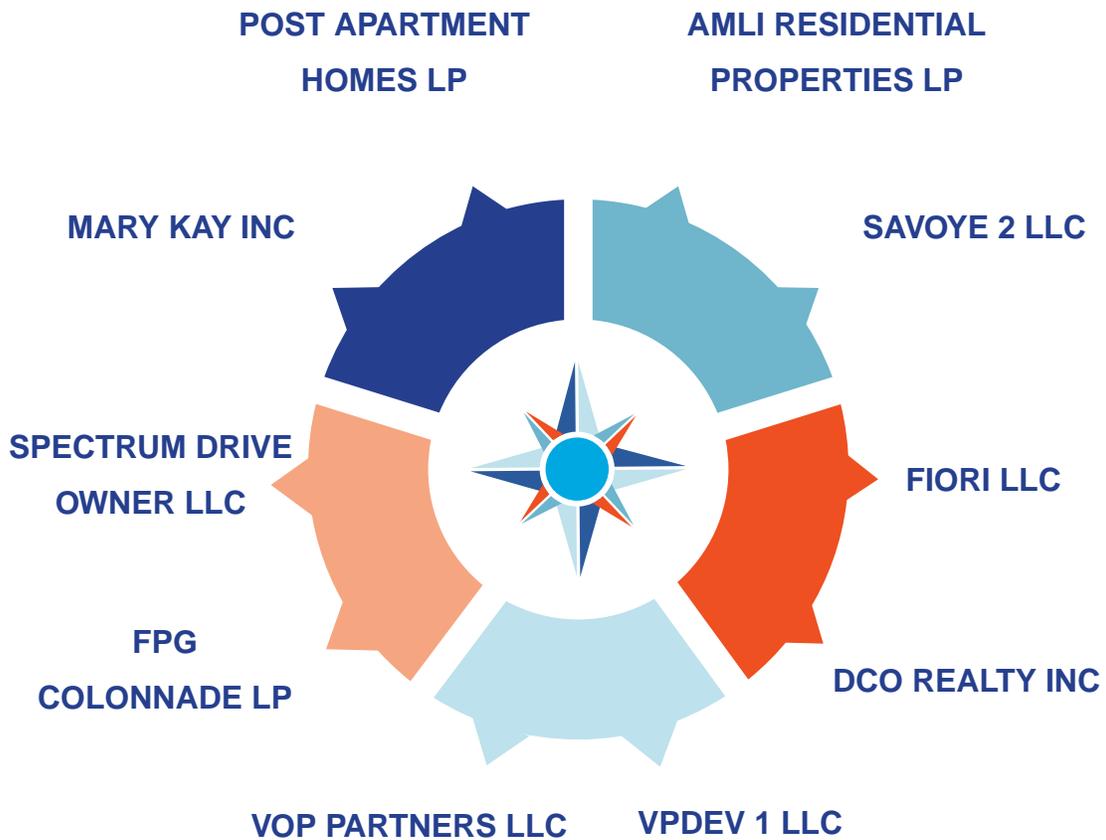
ADDISON FAST FACTS

TOP 10 EMPLOYERS IN ADDISON*



* Source: CoStar

TOP 10 PROPERTY TAXPAYERS 2025*



* Source: Dallas County Tax Office

ADDISON

Town Chronicle

TOWN DESCRIPTION

The Town of Addison is located in the Dallas North Parkway area that encompasses the Dallas suburbs of Carrollton, Farmers Branch, and Plano. The area was first settled by Peters colony residents in the 1840s. The area, which developed rapidly over the past three decades, is home to affluent neighborhoods, hundreds of million-dollar companies, and scores of quality restaurants. Because of Addison's overwhelming commercial atmosphere, residents of Addison enjoy a unique lifestyle not common in other suburbs. Though Addison has only 17,837 residents, the Town has developed into a cosmopolitan center which serves well over 125,000 business- persons, shoppers, and visitors daily. The area commands a central location in proximity to downtown Dallas, DFW International Airport, the Richardson telecommunications corridor, and the Plano Legacy corporate campus area.

Epitomizing the best features of the area is the Town of Addison. Addison places a special emphasis on quality of life that demands all development meet the most rigorous building requirements. For example, all commercial development must submit landscaping plans to ensure attractive green areas accompany buildings. The attention to aesthetics extends to all of Addison's major boulevards, which are also landscaped. This approach has made Addison a cosmopolitan "downtown uptown" distinguished from almost any other urban area in the nation. The Town's blend of residential, retail, and office uses creates an open environment that avoids the confining effect usually associated with densely developed areas.

Addison's reputation for maintaining a high quality of urban life has attracted considerable development over the past few years. Addison is home to nearly 11 million square feet of quality office space and growing, and an additional 169 retail buildings representing approximately 2.5 million square feet of space. Most of Addison's office buildings are designated "Class A" due to the amenities they offer. Addison boasts 22 hotels with over 3,600 rooms and over 200 restaurants, or an average of 46 per square mile.

With its concentration of commercial and retail development, Addison is strongly influenced by the region's economic climate. Much attention is given to the occupancy rates of buildings in Addison. Addison's office occupancy rate reached nearly 81% and retail occupancy exceeded 96% in 2025. The Town experienced a 3.2 percent increase in taxable property values for the 2025 certified levy compared to the 2024 certified levy.



ADDISON TOWN CHRONICLE



Addison takes a proactive approach to develop a town with a strong sense of place that would attract a highly skilled labor force. Developments such as Addison Circle and Vitruvian Park have not only become a desired location to live but a focal point for some of North Texas' major events such as nationally recognized Addison Kaboom Town!, Oktoberfest, and Taste Addison.



APPENDIX A:

The Budget Process

FY2026 BUDGET KICKOFF

MARCH 2025

City Manager presents the Town with budget guidance. Departments review their budget and tie to Council priorities identified by the 2025-2026 Strategic Plan Key Focus Areas.

BUDGET REQUESTS SUBMITTED & REVIEWED

APRIL 11, 2025

Deadline for department budgets to be submitted to Finance Department. Staff spends the next several weeks reviewing department budgets for presentation to the Council in August work sessions.

WORK SESSIONS WITH CITY MANAGER

MAY 2025

A series of meetings are conducted by the City Manager's Office with individual departments to discuss each department's budget requests.

PRELIMINARY BUDGET DISCUSSIONS

MAY-JUNE 2025

A series of discussions are conducted by the City Manager's Office and Budget team to go over information included in the proposed budget.

CERTIFIED ESTIMATED TAX ROLLS RECEIVED

JULY 25, 2025

Certified estimated appraisal rolls from the Dallas Central Appraisal District are received showing taxable values of \$6,682,574,079.

FY2026 CITY MANAGER'S PROPOSED BUDGET

JULY 31, 2025

City Manager's proposed budget is filed with the City Secretary and made available to the public as required by the City Charter. The budget reflects total appropriations of \$156,228,652 and a tax rate of 60.9822 cents.

APPENDIX A: The Budget Process

WORK SESSIONS WITH COUNCIL

AUGUST 5 & 6, 2025

Council attends FY2026 Budget Workshop to discuss various aspects of the City Manager's proposed budget.

PUBLISH NOTICE OF PROPOSED TAX RATE

AUGUST 22, 2025

Upon receipt of the certified appraisal rolls, the Dallas County Tax Assessor/Collector performs the net effective tax rate calculation as required by State Law. The no new revenue tax rate is calculated to be 60.6094 cents with a voter approval rate of 65.4287 cents.

PUBLIC HEARINGS HELD

SEPTEMBER 2 & 9, 2025

Following the required newspaper notice, public hearings on the tax rate and budget are conducted.

COUNCIL ADOPTS THE FY2026 BUDGET

SEPTEMBER 9, 2025

Council approves ordinances adopting the budget for the fiscal year beginning October 1, 2025 with total appropriations of \$156,051,720 and a tax rate of 60.8100 cents.

FY2026 BUDGET DOCUMENT IS PUBLISHED

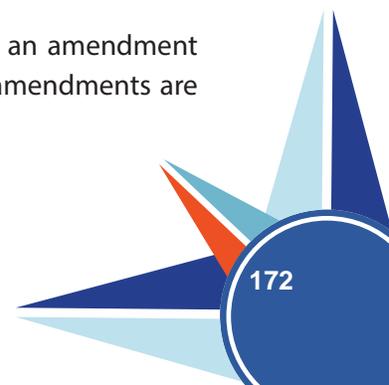
DECEMBER 2025

Finance Department staff develop the final budget document. The document is returned from the printer and distributed to users.

BUDGET IS IMPLEMENTED, MONITORED, & AMENDED

OCTOBER 2025 – SEPTEMBER 2026

Throughout the fiscal year, Town staff closely monitors and tracks the budget. If an amendment becomes necessary, a work session is conducted with Council, and any budget amendments are adopted by ordinance at a regularly scheduled Council meeting.



APPENDIX B:

Financial Policies

INTRODUCTION

The Town of Addison, Texas financial policies set forth the basic framework for the fiscal management of the Town. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code and the Addison City Charter. The policies are intended to assist the City Council and city staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

ANNUAL BUDGET

Sections 1-7 are requirements set forth in the Town's Charter.

1. The fiscal year of the Town of Addison shall begin on October 1 of each calendar year and will end on September 30 of the following calendar year. The fiscal year will also be established as the accounting and budget year.
2. The City Manager, prior to August first of each year, shall prepare and submit to the City Secretary the annual budget covering the next fiscal year, which shall contain the following information:
 - The City Manager's budget message shall outline the proposed financial policies for the next fiscal year with explanations of any changes from previous years in expenditures and any major changes of policy and a complete statement regarding the financial condition of the Town.
 - An estimate of all revenue from taxes and other sources, including the present tax structure rates and property valuations for the ensuing year.
 - A carefully itemized list of proposed expenses by office, department, agency, and project for the budget year, as compared to actual expenses of the last ended fiscal year, and estimated expenses for the current year compared to adopted budget.
 - A description of all outstanding bonded indebtedness of the Town.
 - A statement proposing any capital expenditure deemed necessary for undertaking during the next budget year and recommended provision for financing.
 - A list of capital projects which should be undertaken within the next five succeeding years.
 - A five-year financial plan for the General, Hotel, Airport, and Utility Funds.

APPENDIX B: FINANCIAL POLICIES

3. The City Manager's budget should assume, for each fund, operating revenues that are equal to or exceed operating expenditures. The City Manager's budget message shall explain the reasons for any fund that reflects operating expenditures exceeding operating revenues.
4. At least one public hearing shall be conducted before the City Council, allowing interested citizens to express their opinions concerning items of expenditure, giving their reasons for wishing to increase or decrease any items of expense. The notice of hearing shall be published in the official newspaper of the Town not less than 15 days or more than 30 days following date of notice.
5. Following the public hearing, the City Council shall analyze the budget, making any additions or deletions which they feel appropriate, and shall, at least three days prior to the beginning of the next fiscal year, adopt the budget by a favorable majority vote. If the City Council fails to adopt the budget, the Town shall continue to operate under the existing budget until such time as the City Council adopts a budget for the ensuing fiscal year.
6. On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the City Council shall constitute the official appropriations for the current year and shall constitute the basis of the official levy of the property tax. Under conditions which may arise, the City Council may amend or change the budget to provide for any additional expense.
7. The annual budget document shall be published in a format that satisfies all criteria established by the Government Finance Officers Association's Distinguished Budget Program. The final budget document shall be published no later than 90 days following the date of the budget's adoption by the City Council.

BASIS OF ACCOUNTING AND BUDGETING

1. The Town's finances shall be accounted for in accordance with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).
 - The accounts of the Town are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project Funds.

APPENDIX B: FINANCIAL POLICIES

- Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, franchise and tax revenues recorded in the General Fund and ad valorem tax revenues recorded in the Debt Service Fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.
 - The Town utilizes encumbrance accounting for its governmental fund types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.
 - The Town's proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.
2. The Town's annual budgets shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects funds, which adopt project-length budgets. Also, depreciation of fixed assets is not recognized in proprietary fund budgets. All annual appropriations lapse at fiscal year-end. Under the Town's budgetary process, outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be re-appropriated and honored the subsequent fiscal year.
 3. The issuance of Statement 34 by GASB has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems: one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the Town will continue utilizing the accounting and budgeting processes as described in paragraphs (1) and (2) of this section. However, because GASB 34 mandates the flow of economic resources measurement focus and accrual basis of accounting for the government-wide reporting, extensive reconciliation must be performed to present

APPENDIX B: FINANCIAL POLICIES

aggregated fund information in the government-wide reporting model. Therefore, individual operating funds will be created with the objective of reducing fund to government-wide reconciliation as much as possible. When appropriate, individual funds will be examined as to whether it will be appropriate to account for them as proprietary fund types. Also, the Town will limit the use of internal service funds and incorporate the financial transactions of those funds into other governmental funds.

BUDGET ADMINISTRATION

1. All expenses of the Town shall be made in accordance with the adopted annual budget. The department level is the legal level of control enacted by the Town Charter. Budgetary control is maintained at the individual expenditure account level by the review of all requisitions of estimated purchase amounts prior to the release of purchase orders to vendors.
2. The following represents the Town's budget amendment policy delineating responsibility and authority for the amendment process. Transfers between expenditure accounts in one department may occur with the approval of the Chief Financial Officer (CFO). Transfers between operating departments may occur with the approval of the City Manager and CFO provided that a department's total budget is not changed by more than five percent. Transfers between funds or transfers between departments that change a department's total budget by more than five percent must be accomplished by budget amendment approved by the City Council. Budget amendments calling for new fund appropriations must also be approved by the City Council.

FINANCIAL REPORTING

1. Following the conclusion of the fiscal year, the Town's CFO shall cause to be prepared an Annual Comprehensive Financial Report in accordance with generally accepted accounting and financial reporting principles established by GASB. The document shall also satisfy all criteria of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program.
2. The Annual Comprehensive Financial Report shall show the status of the Town's finances on the basis of GAAP. The Annual Comprehensive Financial Report shall show fund revenues and expenditures on both a GAAP basis and budget basis for comparison purposes. In all but two cases this reporting conforms to the way the Town prepares its budget. Compensated absences (accrued but unused sick leave) are not reflected in the budget but are accounted for in the Annual Comprehensive Financial Report's long-term debt account group. Depreciation expense is not shown in the budget's proprietary funds, although the full purchase price of equipment and capital improvements is reflected as uses of working capital.

APPENDIX B: FINANCIAL POLICIES

3. Included as part of the Annual Comprehensive Financial Report shall be the results of the annual audit prepared by independent certified public accountants designated by the City Council.
4. The CFO shall, within 60 days following the conclusion of each calendar quarter, issue a report to the City Council reflecting the Town's financial condition for that quarter. The quarterly report format shall be consistent with the format of the annual budget document.

REVENUES

1. To protect the Town's financial integrity, the Town will maintain a diversified and stable revenue system to shelter it from fluctuations in any one revenue source. Recognizing that sales tax is a volatile, unpredictable source of revenue, the Town will attempt to reduce its dependence on sales tax revenue.
2. For every annual budget, the Town shall levy four property tax rates: debt service, operation/maintenance, infrastructure investment and economic development. The debt service levy shall be sufficient for meeting all principal and interest payments associated with the Town's outstanding general obligation debt for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the Debt Service Fund. The operation and maintenance levy shall be accounted for in the General Fund. The operation and maintenance levy will be established within the eight percent rollback rate as defined by the State of Texas Property Tax Code. City Council will consider exceeding the rollback rate only after options have been presented by staff to avoid the rollback by increasing revenue from other sources or reducing expenditures. The infrastructure investment will be appropriated \$0.006201 of the operation and maintenance levy to support pay-as-you-go capital projects or significant non-routine capital expenditures of not less than \$500,000.00. In addition, the economic development fund will be appropriated \$0.023716 of the operation and maintenance levy.
3. The Town will maintain a policy of levying the lowest tax rate on the broadest tax base. Minimal exemptions will be provided to homeowners, senior citizens, and disabled veterans. The Town may consider providing tax abatements or other incentives to encourage development.
4. The Town will establish user charges and fees at a level that attempts to recover the full cost of providing the service.
 - User fees, particularly utility rates, should identify the relative costs of serving different classes of customers.
 - Where possible, utility rates should be designed to reduce peak (hour and day) demands on the utility systems.

APPENDIX B: FINANCIAL POLICIES

- The Town will make every reasonable attempt to ensure accurate measurement of variables impacting taxes and fees (e.g. verification of business sales tax payments, verification of appraisal district property values, and accuracy of water meters).
5. The Town will attempt to maximize the application of its financial resources by obtaining supplementary funding through agreements with other public and private agencies for the provision of public services or the construction of capital improvements.
 6. The Town will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.
 7. When developing the annual budget, the City Manager shall project revenues from every source based on actual collections from the preceding year and estimated collections of the current fiscal year, while taking into account known circumstances which will impact revenues for the new fiscal year. The revenue projections for each fund should be made conservatively so that total actual fund revenues exceed budgeted projections.

OPERATING EXPENDITURES

1. Operating expenditures shall be accounted, reported, and budgeted for in the following major categories:
 - Operating, Recurring Expenditures
 - Personnel Services
 - Supplies
 - Maintenance
 - Contractual Services
 - Capital Replacement/Lease
 - Operating, Non-Recurring Expenditures
 - Capital Equipment
2. The annual budget shall appropriate sufficient funds for operating, recurring expenditures necessary to maintain established (i.e. status quo) quality and scope of city services.
3. The Town will constantly examine the methods for providing public services in order to reduce operating, recurring expenditures and/or enhance quality and scope of public services with no increase to cost.
4. Personal service expenditures will reflect the minimum staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality service, the Town shall maintain a compensation and benefit package competitive with the public and, when quantifiable, private service industries.

APPENDIX B: FINANCIAL POLICIES

5. Supply expenditures shall be sufficient for ensuring the optimal productivity of Town employees.
6. Maintenance expenditures shall be sufficient for addressing the deterioration of the Town's capital assets to ensure the optimal productivity of the capital assets. Maintenance should be conducted to ensure a relatively stable level of maintenance expenditures for every budget year.
7. The Town will utilize contracted labor for the provision of city services whenever private contractors can perform the established level of service at less expense to the Town. The Town will regularly evaluate its agreements with private contractors to ensure the established levels of service are performed at the least expense to the Town.
8. Capital equipment is defined as equipment that exceeds \$5,000 and has a useful life of at least three years. Existing capital equipment shall be replaced when needed to ensure the optimal productivity of Town employees. Existing capital equipment associated with General Fund operations will be depreciated by charges to the departments using the equipment. The depreciation charges will be sufficient for replacing the capital equipment at the end of its expected useful life. The depreciation charges and application of those funds will be accounted for in the Capital Replacement Fund.
9. Capital improvement is defined as an enhancement that exceeds \$25,000 and has a useful life of at least ten years.
10. Expenditures for additional capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of service. Capital assets received by the Town as a donation must be measured at acquisition value in accordance with GASB guidelines.
11. To assist in controlling the growth of operating expenditures, operating departments will submit their annual budgets to the City Manager within a ceiling calculated by the CFO. Projected expenditures that exceed the ceiling must be submitted as separate budget adjustment requests. The City Manager will recommend the adjustment requests to the City Council, which will vote on the requests.

FUND BALANCE

1. The annual budget shall be presented to City Council with each operating fund (i.e., general fund, utility, hotel, economic development, airport, stormwater and debt service funds) reflecting an ending fund balance which is no less than 25 percent of that fund's annual operating expenditures. To satisfy the particular needs of individual funds, ending fund balances may be established which exceed the 25 percent minimum. It is a goal of the City Council to maintain a General Fund ending fund balance of 30 percent.

APPENDIX B: FINANCIAL POLICIES

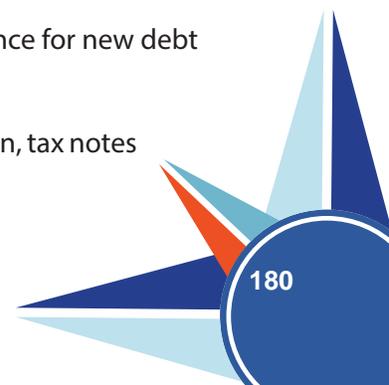
2. The annual budget shall be presented to City Council with each special revenue fund (i.e., PEG, court technology, building security, child safety, justice administration and public safety) - not be less than 10 percent of that fund's annual revenues.
3. Fund balance that exceeds the minimum level established for each fund may be appropriated for non-recurring capital projects or programs.
4. The Town will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs of the Addison community, the budget document shall include an explanation of the circumstances requiring the appropriation and the methods to be used to arrest the future use of fund balance for operating expenditures.

FUND TRANSFERS

1. With the exceptions noted below, there will be no operating transfers between funds. Any costs incurred by one fund to support the operations of another shall be charged directly to the fund. (For example, actual hours worked by General Fund employees for Hotel Fund events.)
2. Fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses or when needed to satisfy debt service obligations.
3. Transfers are permitted from between funds to support economic development programs.

DEBT EXPENDITURES

1. The Town will issue debt only to fund capital projects and capital purchases such as vehicles and equipment that cannot be supported by current, annual revenues.
2. To minimize interest payments on issued debt, the Town will seek to maintain a rapid debt retirement policy by issuing debt with maximum maturities not exceeding 15 years, except in instances when the capital improvements and capital purchases will significantly benefit the community beyond the 15 year period. Retirement of debt principal will be structured to ensure consistent annual debt payments.
3. The Town will attempt to maintain base bond ratings (prior to insurance) of "Aaa" (Moody's Investors Service) and "AAA" (Standard & Poor's) on its general obligation debt.
4. When needed to minimize annual debt payments, the Town will obtain insurance for new debt issues.
5. Debt instruments will include general obligation bonds, certificates of obligation, tax notes and capital leasing arrangements.



APPENDIX B: FINANCIAL POLICIES

CAPITAL PROJECT EXPENDITURES

1. The Town will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five-year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures.
2. Capital projects will be constructed to:
 - Protect or improve the community's quality of life.
 - Protect or enhance the community's economic vitality.
 - Support and service new development.
3. To minimize the issuance of debt, the Town will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e. "pay-as-you-go").

UTILITY CAPITAL EXPENDITURES

1. The Town will design utility rates sufficient for funding a depreciation reserve which will accumulate resources to replace or rehabilitate aging infrastructure that no longer can be serviced by regular maintenance. Attempts should be made to fund the reserve at a level approximate to annual depreciation of assets as reported in the Town's Annual Comprehensive Financial Report.

LONG-TERM FINANCIAL PLANS

1. The Town will adopt every annual budget in context of a long-term financial plan for the General Fund. Financial plans for other funds may be developed as needed.
2. The General Fund long-term plan will establish assumptions for revenues, expenditures and changes to fund balance over a five-year horizon. The assumptions will be evaluated each year as part of the budget development process.

FACILITY CONSTRUCTION

BEST VALUE METHODS FOR ENTERING INTO CONTRACT

1. For purposes of this section, the term "facility" means buildings the design and construction of which are governed by accepted building codes; such term does not include (i) highways, roads, streets, bridges, utilities, water supply projects, water plants, wastewater plants, water and wastewater distribution or conveyance facilities, wharves, docks, airport runways and taxiways, drainage projects, or related types of projects associated with civil engineering construction, or (ii) buildings or structures that are incidental to projects that are primarily civil engineering construction projects.

APPENDIX B: FINANCIAL POLICIES

2. In entering into and awarding a contract for the construction, rehabilitation, alteration, or repair of a facility, the city shall use one of the following methods that provides the best value for the city (such methods being those set forth in Section 271.113(a) of the Texas Local Government Code):
 - Competitive bidding;
 - Competitive sealed proposals for construction services;
 - A design-build contract;
 - A contract to construct, rehabilitate, alter, or repair facilities that involve using a construction manager; or
 - A job order contract for the minor repair, rehabilitation, or alteration of a facility.

The use or implementation of any such methods shall comply in all respects with Chapter 271, Subchapter H of the Texas Local Government Code and any other applicable law.

3. The determination of which of the best value methods set forth in subparagraph (b) shall be used shall be made before advertising as required by law. The authority of the city council to make such determination is hereby delegated to the city manager (or the city manager's designee), and the city manager (and any designee of the city manager) is hereby authorized to make such determination.



APPENDIX C:

Compensation Plan

N **NON-EXEMPT POSITION (HOURLY)**

Eligible for overtime pay when overtime is requested or approved by the supervisor in excess of 40 hours in any work week.

E **EXEMPT POSITION (SALARIED)**

Not eligible for overtime wages.

P **POLICE, NON-EXEMPT POSITION (HOURLY)**

Biweekly wages are calculated on hours worked in two 40-hour work weeks. Overtime wages are paid on hours worked in excess of 40 hours in any work week. Non-exempt (hourly) employees accumulate up 2,080 hours per year.

F **FIRE, NON-EXEMPT POSITION (HOURLY)**

Hourly wages are based on a 56-hour work week, 2,912 hours per year or 168 hours per 21-day work period. Half time overtime applies on the first nine hours worked over 159 hours each 21-day work period. Regular time plus one-half applies on all hours worked over 168 hours each 21-day work period.



MERIT AND MARKET PAY PLAN

The City Council adopted an updated Compensation Philosophy on July 11, 2017, that states

The purpose of the merit and market pay plan is threefold: to encourage excellence in service by tying salary increases to job performance; to reward employees for their efforts and job performance; and to remain competitive with other metroplex cities regarding the Town's compensation program by paying employees better than the average of our comparison cities. We support an open range system in compliance with our compensation philosophy. We will annually budget for market and merit adjustments for compensation that are fair and sustainable.

Performance evaluations for all employees are completed during the month of September, regardless of the anniversary date of an employee's employment. Any approved merit increases are awarded during the month of October. There is no set time interval that employees can expect to reach the top salary of their range.

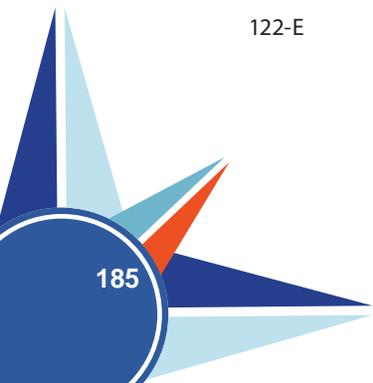
Included in the FY2026 budget is \$1.5 million to fund a 3.0% market adjustment plus 1% merit pool for salary adjustments, as well as a performance-based step plan for Public Safety personnel, that are in line with the Town's compensation philosophy. Council defined "better than average" as 1% better than the average pay of the Town's comparison cities.

Promotions generally result in an immediate salary increase of at least 5 percent without regard to the date of the last increase. New employees who have yet to complete their initial trial periods by October 1 will be eligible for an increase at the completion of their trial periods, which lasts a minimum of six months.

APPENDIX C: COMPENSATION PLAN

WAGE & SALARY SCALE

DEPARTMENTS			DEPARTMENTS		
LEVEL	BASE SALARY	TOP SALARY	LEVEL	BASE SALARY	TOP SALARY
101-N	28,408.22	42,612.34	123-E	83,101.46	124,652.19
102-N	29,828.64	44,742.95	124-E	87,256.53	130,884.80
103-N	31,320.06	46,980.10	125-E	91,619.35	137,429.04
104-N	32,886.07	49,329.11	126-E	96,200.33	144,300.50
105-N	34,530.38	51,795.56	127-E	101,010.35	151,515.51
106-N	36,256.89	54,385.34	128-E	106,060.86	159,091.30
107-N	38,069.74	57,104.61	129-E	111,363.91	167,045.86
108-N	39,973.23	59,959.83	130-E	116,932.11	175,398.15
109-N	41,971.89	62,957.82	131-E	122,778.71	184,168.06
110-N	44,070.48	66,105.72	132-E	128,917.64	193,376.46
111-N	46,274.01	69,411.01	133-E	135,363.53	203,045.29
112-N	48,587.71	72,881.55	134-E	142,131.70	213,197.56
113-N	49,531.16	76,525.63	135-E	149,238.29	223,857.43
113-E	49,531.16	76,525.63	136-E	156,700.20	235,050.30
114-N	53,567.94	80,351.92	137-E	164,535.21	246,802.81
114-E	53,567.94	80,351.92	138-E	172,761.96	259,142.96
115-N	56,246.34	84,369.51	139-E	181,400.08	272,100.11
115-E	56,246.34	84,369.51	140-E	190,470.07	285,705.11
116-N	59,058.66	88,587.99			
116-E	59,058.66	88,587.99			
117-N	62,011.59	93,017.38			
117-E	62,011.59	93,017.38			
118-E	65,112.17	97,668.26			
119-E	68,367.77	102,551.67			
120-E	71,786.16	107,679.25			
121-E	75,375.47	113,063.21			
122-E	79,144.25	118,716.37			



APPENDIX C: COMPENSATION PLAN



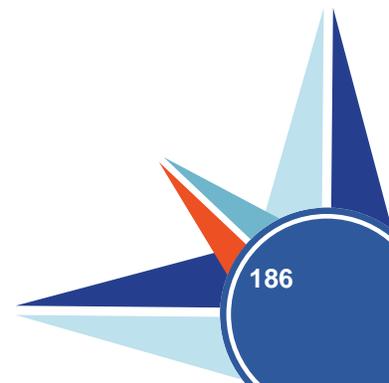
WAGE & SALARY SCALE

POLICE DEPARTMENT

POSITION	STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Police Officer	83,266.43	87,429.75	91,801.24	95,473.29	99,292.22	103,263.91	106,632.21
Sergeant	114,672.20	120,052.69	125,433.19				
Lieutenant	130,977.02	136,095.50	141,213.98				
Assistant Police Chief	154,864.25						188,355.57

FIRE DEPARTMENT

POSITION	STEP 0	STEP 1	STEP 2	STEP 3	STEP 4
Firefighter/Paramedic	81,915.47	86,830.40	92,040.22	96,642.23	101,322.22
Driver/Engineer	103,098.51	106,808.52	110,518.52		
Fire Captain	124,551.10	129,204.14	133,857.17		
Fire Battalion Chief	142,151.27	147,172.99	152,194.71		
Administrative Battalion Chief	142,151.27	147,172.99	152,194.71		
Assistant Fire Chief	153,440.83				185,639.35



APPENDIX D:

Major Revenue Sources

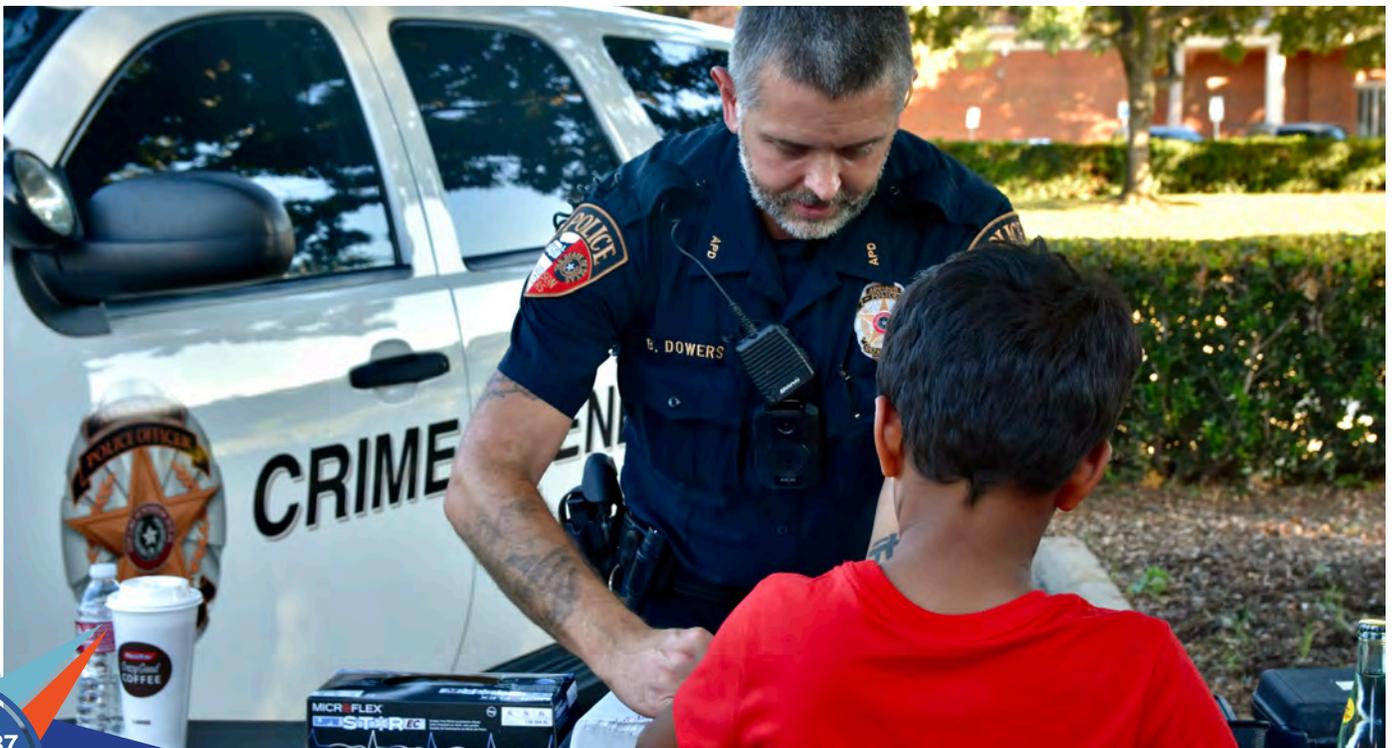
The revenue sources described in this section account for \$85,104,192 or 79.5 percent of Addison's total operating revenues (excluding interfund transfers).

PROPERTY TAXES

In Texas, property taxes are often the primary source of revenue for local governments. Local governments set tax rates and collect property taxes that are used to provide local services including schools, streets and roads, police and fire protection and many other services.

Property taxes are levied each October 1st on the assessed value listed as of the prior January 1st for all real and business personal property located in the Town. Texas law requires property values used in determining taxes to be equal and uniform and establishes the process local officials follow in determining property values, setting tax rates and collecting taxes. Assessed values are established by the Dallas Central Appraisal District (DCAD) at 100 per cent of the estimated market value and certified by the Chief Appraiser.

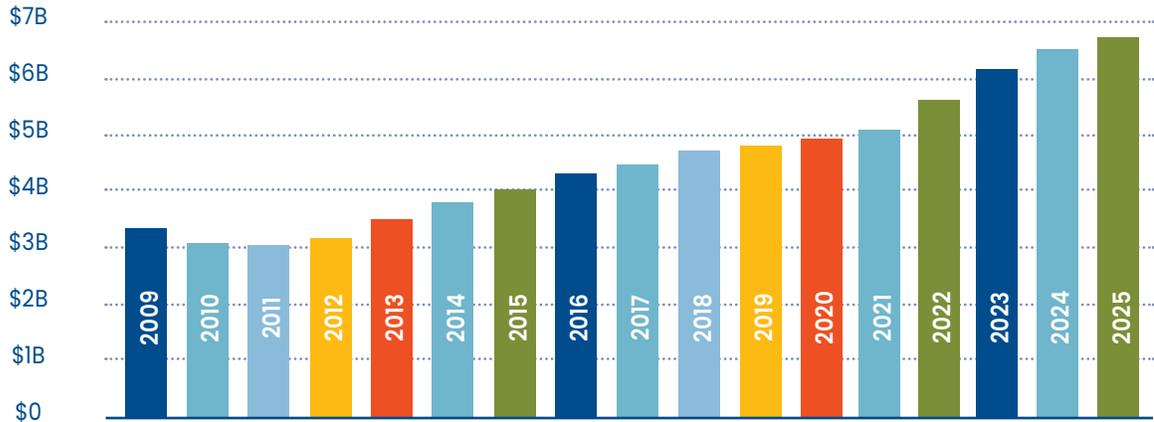
The assessed taxable value for the roll as of January 1, 2025, upon which the FY2026 levy is based, is \$6,682,574,079. In new construction, Addison experienced a slight decrease in growth over last



APPENDIX D: MAJOR REVENUE SOURCES

ASSESSED VALUATION OF TAXABLE PROPERTY AS OF JANUARY 1ST OF LEVY YEAR

(In Billions)

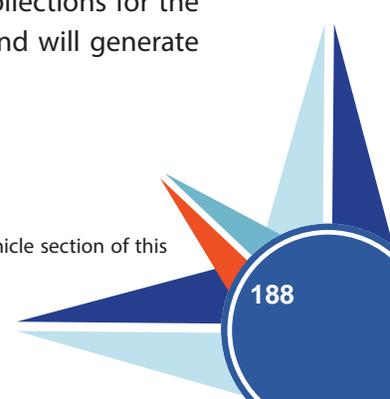


year. New construction is valued at \$84,858,660 on the 2025 certified tax roll, which is an increase of 19.98 percent over the previous year. Addison has experienced growth in economic development but recognizes that the local economy is cyclical. The Town continues to realize increased values, particularly those related to Addison Circle and Vitruvian Park, and expects continued growth as the nation’s economy continues to improve. ¹

Property taxes are levied through two rates: the maintenance and operations (M&O) rate and the interest and sinking (I&S) rate, which is dedicated to debt service. If the M&O tax rate, adjusted for new improvements, exceeds the no new revenue rate (the rate needed to raise the same amount of revenue as the prior year) by more than 3.5 percent, the Town must hold an automatic election. The tax rate that equates to a 3.5 percent increase above the prior year rate is known as the “voter approval rate”. The FY2026 tax rate adopted by Addison is less than the calculated 65.3647¢ voter approval rate. The tax rate for the year ending September 30, 2026 is 60.8100¢ per \$100 of valuation, of which 43.3100¢ is allocated for general government maintenance and operations and 17.5000¢ is allocated for retirement of general obligation long-term debt. Of the 43.3100¢ allocated for operations and maintenance, 2.5000¢ is committed to economic development and 0.6201¢ is committed to the Infrastructure Investment Fund.

Taxes are due January 31st following the October 1st levy date and are considered delinquent after January 31st of each year. Based upon historical collection trends, current tax collections for the year ending September 30, 2026 are estimated to be 96.5 percent of the levy and will generate \$39,025,447 in revenues.

¹ For more information related to the Town’s current projects and development, please refer to the Town Chronicle section of this document.



APPENDIX D: MAJOR REVENUE SOURCES

SALES TAX

The total sales tax in Addison is 8.25 percent of goods or services sold within the Town's boundaries. The tax is collected by businesses making the sale and is remitted to the State's Comptroller of Public Accounts on a monthly, or and in some cases, a quarterly basis. Of the 8.25 percent tax, the State retains 6.25 percent and distributes 1 percent to the Town of Addison and 1 percent to Dallas Area Rapid Transit (DART). The State distributes tax proceeds to local entities within 40 days following the period for which the tax is collected by the businesses.

For the year ending September 30, 2026, Addison expects to receive \$17,100,000 in sales and use tax revenue. The Town's General Fund long-term plan assumes a 2.0 percent growth in sales tax for FY2026 through FY2030.

Cities also receive a share of the state's taxes on alcohol from the mixed beverage gross receipts tax and the mixed beverage sales tax. The mixed beverage sales tax is an additional sales tax is levied by the State of Texas on alcoholic beverages and applied against all mixed drinks and packaged liquor sold in the Town. Mixed beverages are taxed by the state at a rate of 6.7 percent of gross receipts by the holder of the alcohol permit. The city receives a 10.7143 percent share of the 6.7 percent, which works out to roughly 0.072 percent of the total price. In addition, a tax rate of 8.25 percent is imposed on each mixed beverage sold, prepared, or served by a permittee. Instead of the holder of the permit paying this tax, the customer pays the mixed beverage sales tax. As with the mixed beverage gross receipts tax, the city receives no less than a 10.7143 share of the 8.25 percent tax. That works out roughly to 0.088 of the total price.

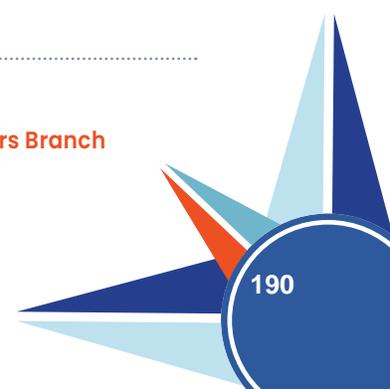
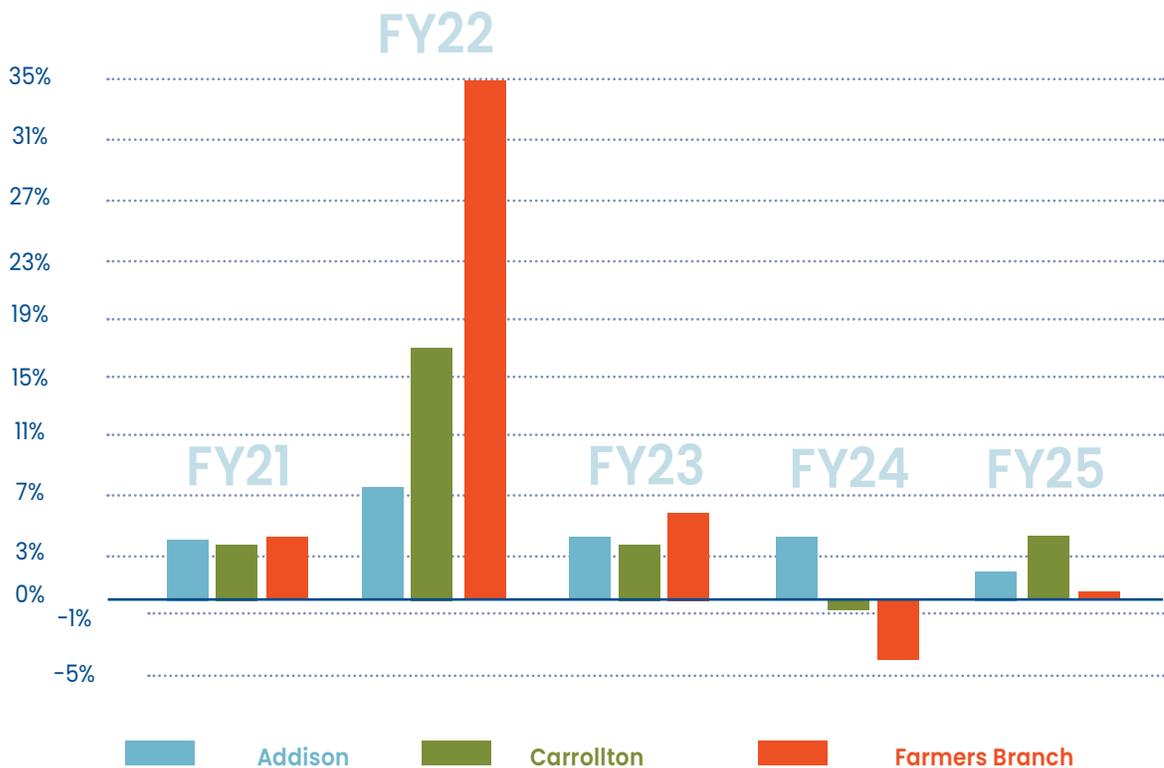


APPENDIX D: MAJOR REVENUE SOURCES



Although Addison has 17,837 residents, its concentration of hotels and restaurants make it the 16th highest city in Texas for alcoholic beverage sales, surpassing McKinney with a population of 226,181 and Denton with a population of 159,518 (NCTCOG 2025 Population Estimates). Revenues from mixed beverage sales tax are projected at \$1,300,000 for FY2026.

SALES TAX RECEIPTS YEAR-OVER-YEAR PERCENTAGE CHANGE



APPENDIX D: MAJOR REVENUE SOURCES

HOTEL/MOTEL OCCUPANCY TAX

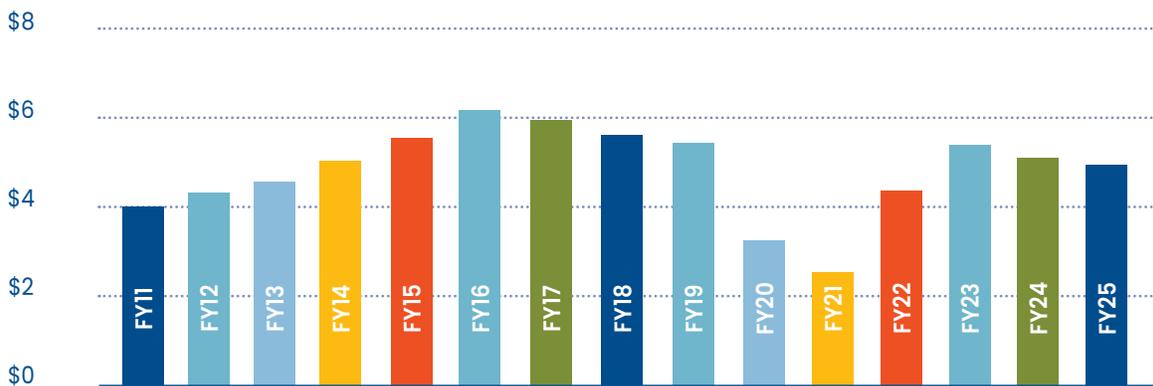
The occupancy tax is levied by both Addison and the State against a hotel or motel’s gross occupancy receipts on a monthly basis. The state collects its own hotel occupancy tax at the rate of 6 percent and plays no part in collecting or enforcing the Town’s hotel occupancy tax. The Town’s tax is 7 percent, the maximum allowed by law.

Hotel occupancy tax revenues are known as “dedicated revenues” as distinguished from general tax revenues. Dedicated revenues may only be spent on certain, statutorily-defined purposes. Under Texas law, local hotel occupancy tax can be used only to directly promote tourism and the convention and hotel industry. Proceeds should be spent on projects or events that result in visitors or attendees staying overnight in the community, generating more hotel occupancy tax.

For the year ending September 30, 2026, the Town hotel occupancy tax is budgeted at \$5,676,000, a \$321,000 increase over FY2025. This is primarily due to additional hotel taxes generated from 2.00% Public Improvement District (PID) assessments from hotel property owners anticipated in FY2026.

HOTEL OCCUPANCY TAX REVENUE

(In Millions)



APPENDIX D: MAJOR REVENUE SOURCES

PERCENTAGE OF FY2025 HOTEL OCCUPANCY TAX RECEIPTS BY ESTABLISHMENT

Establishment	# OF ROOMS	% OF REVENUE
Full Service		
Marriott Quorum	547	18%
Renaissance	528	22%
	1,075	
Extended Stay		
Budget Suites	344	1%
Mainstay Suites	70	1%
Marriott Residence Inn	150	5%
Hyatt House	132	3%
Homewood Suites	120	1%
Home2Suites	132	7%
Springhill Suites	159	5%
	1,107	
Business Moderate		
Marriott Courtyard Quorum	176	7%
LaQuinta Inn	152	3%
Marriott Courtyard Midway	145	6%
Radisson - Addison	101	1%
Hilton Garden Inn	96	4%
Holiday Inn Express	97	4%
Holiday Inn Beltway	102	2%
Best Western Plus	85	2%
	954	
Economy		
Motel 6	128	2%
Hampton Inn	154	2%
Red Roof Inn	107	2%
Quality Suites North Galleria	78	2%
America's Best Value Inn	60	0%
	527	
Total	3,663	100%



APPENDIX D: MAJOR REVENUE SOURCES

FRANCHISE FEES

Franchise fees are the rental costs paid by utilities that use the Town's rights-of-way or other town property to transmit their services. Rights of way, just like other land interests, are valuable to a city and cannot be given away to private companies free of charge. At present, electric, telecommunications, cable television and gas each have their own legal framework with regards to how the fee is calculated and assessed.

Compensation for use of rights-of-way and city land by electricity providers is based on kilowatt hours of electricity delivered within the city. The Town expects to receive \$1,525,000 in electric franchise fee payments in FY2026.

Franchise fees on telecommunication are calculated by multiplying the access line fee rate by the number of end use local exchange lines within the city. The FY2026 budget anticipates \$150,000 from telecommunication access line fees. This revenue source has seen significant decline in past years with the movement away from traditional land line telephone service.

In 2019, the legislature passed Senate Bill 1152, which authorizes a cable or phone company to stop paying the lesser of cable franchise or telephone access line fees, whichever are less for the company statewide. For FY2026, cable franchise fees are budgeted at \$85,000, which is a decrease from the FY2025 budget.

Other franchise fees paid to Addison include natural gas and street rental fees. Gas franchise fees for FY2026 are budgeted at \$275,000.



APPENDIX D: MAJOR REVENUE SOURCES

UTILITY FEES

Addison charges fees for the provision of water and sewer services to residents and businesses located within the Town. As an enterprise fund, the revenues charged should at a minimum cover the fund's operating expenses and debt service, as well as any other policy goals defined by the City Council including funding for capital projects, capital replacement, and conservation efforts.

In reviewing the fiscal health of the Utility Fund during the FY2023 budget process, staff determined the need for an updated utility rate structure. A rate model consultant was engaged, and on July 12, 2022, the City Council approved a utility rate policy to adopt utility rates that fully fund a short-term staffing plan and provide a mix of cash and bond funding for capital improvement projects. The FY2026 adjustments, effective October 1, 2025, include no increase to water rates and a 1.0 % increase to sewer rates, which equates to \$0.41 per month for an average residential user of 5,000 gallons of water. Future increases to water and sewer rates included in the policy are:

- October 2027: 4.0%
- October 2028: 3.5%

Staff will review the utility rate model on an annual basis to ensure the rate adjustments are in line with the needs identified in the new rate model adopted by the City Council.

For the 2026 budget year, the Town's Utility Fund anticipates receiving \$9,723,878 from the sale of water and \$7,618,867 from sewer fees.



APPENDIX D: MAJOR REVENUE SOURCES

STORMWATER FEES

Addison charges a stormwater fee to fund the costs to build and maintain stormwater infrastructure such as curb and gutter repair, maintenance of stormwater structures, and the Town’s federally and state mandated stormwater quality management program. Additionally, the stormwater fee will fund the capital improvements to the Town’s drainage infrastructure. The Town’s Stormwater Fund anticipates receiving \$2,625,000 in stormwater fees in FY2026.

UTILITY ACCOUNTS BY USER TYPE

FY2024-2025 Customer Classification	WATER		SEWER	
	# OF ACCOUNTS	%	# OF ACCOUNTS	%
Single Family	1,906	49.1%	1,902	68.7%
Multi-Family	172	4.4%	161	5.8%
Municipal/School	35	0.9%	33	1.2%
Irrigation	651	16.8%	-	0.0%
Hotel/Motel	34	0.9%	31	1.1%
Commercial	634	16.3%	631	22.8%
Fire Meter	437	11.3%	-	0.0%
Industrial	11	0.3%	11	0.4%
Total	3,838	100.0%	2,745	100.0%



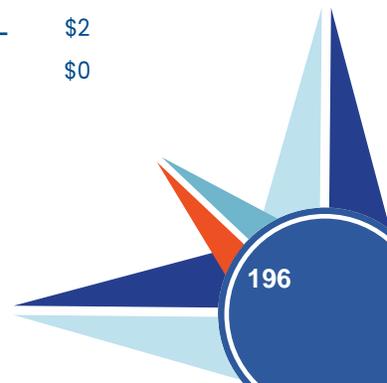
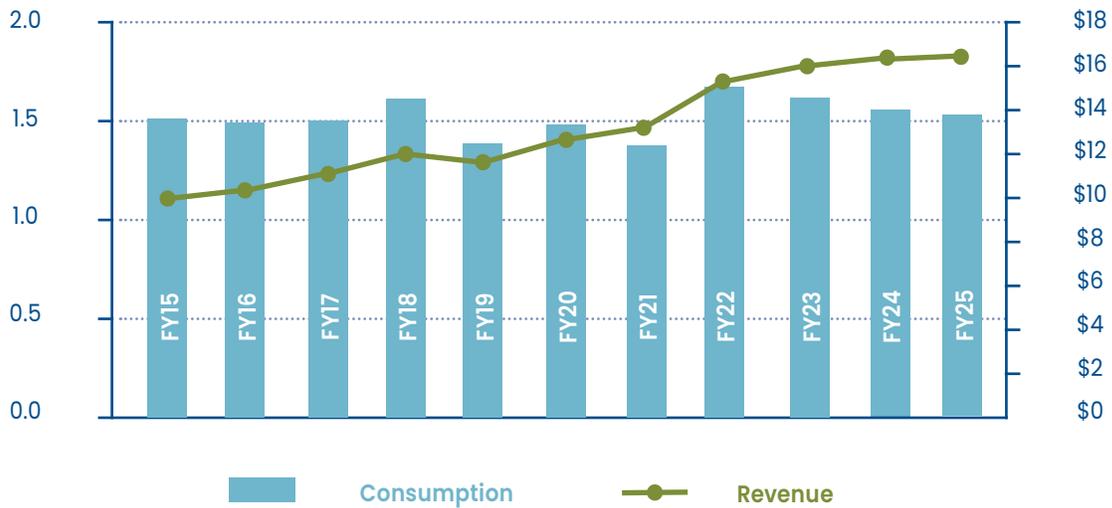
APPENDIX D: MAJOR REVENUE SOURCES



WATER CONSUMPTION & WATER/SEWER REVENUE

(Water Consumption In Gallons)

(Water/Sewer Revenue in Millions)



APPENDIX E:

Long-Term Financial Plans

NARRATIVE

Long-term financial planning combines financial forecasting with strategizing. It is a highly collaborative process that considers future scenarios and helps governments navigate challenges. Long-term financial planning works best as part of an overall strategic plan. Financial forecasting is the process of projecting revenues and expenditures over a long-term period, using assumptions about economic conditions, future spending scenarios, and other salient variables. Financial planning uses forecasts to provide insight into future financial capacity so that strategies can be developed to achieve long-term sustainability in light of the Town's service objectives and financial challenges.

Plans have been developed for all of Addison's major operating funds: General, Hotel, Airport, Utility and Stormwater. Each plan presents the fund over seven FYs: one previous year actuals, an estimation of the FY2025 budget, the adopted "base year" budget for FY2026, and four projected years. Many governments, including the Town of Addison, have a comprehensive long-term financial planning process because it stimulates discussion and engenders a long-range perspective for decision makers. It can be used as a tool to prevent financial challenges; it stimulates long-term and strategic



APPENDIX E: LONG-TERM FINANCIAL PLANS



thinking; it can give consensus on long-term financial direction; and it is useful for communications with internal and external stakeholders.

Finally, the plans help the Town in absorbing the impact of economic booms and busts. Addison is particularly susceptible to economic fluctuations due to its dense commercial base. The Town has 17,837 residents (2025 North Central Texas Council of Governments estimate) but because of its office buildings, hotels, restaurants, and shops, it is estimated that Addison serves a daytime population in excess of 125,000. By establishing funding ceilings, revenue generated by an economic “boom” is added to fund balance so that funds are available to support city services when the inevitable economic “bust” arrives. This aspect of the plan is exercised in all five operating funds with the planning horizon beginning with FY2026. The FY2026 budget shows a healthy balance well above the 25 percent threshold for all operating funds.

These financial controls are premised on the principle of balancing Addison’s budget. To ensure fiscal stability of the Towns’ operations, Addison relies on a balanced budget to ensure responsible spending of public funds. A balanced budget occurs when the total sum of revenues collected in a fiscal year is equal to or more than its expenditures. This principle ensures adequate resources and funding to cover ongoing city operational expenditures.

¹ Please refer to the Town Chronicle, which discusses the Town’s major qualities in context of urban populations.

APPENDIX E: LONG-TERM FINANCIAL PLANS

GENERAL FUND LONG-TERM PLAN

The plan reflects the following assumptions based on historic trends and knowledge of economic conditions present when the budget was developed:

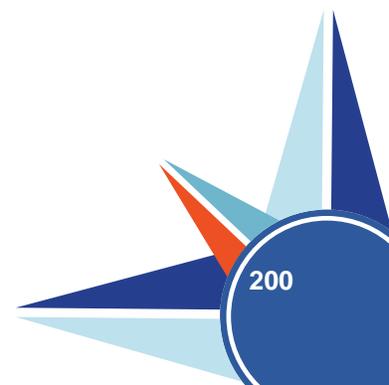
1. Non-property taxes decreased 0.5 percent from FY2024 actual to the estimated FY2025 total. The FY2026 budget assumes 5.7% growth in sales tax compared to the FY2025 budget. The General Fund long-term plan assumes non-property tax revenues is anticipated to grow 2% from FY 2027 to FY2030.
2. Property tax revenue is dependent on two variables: appraised value and the tax rate. Property values for 2025 (used for the FY2026 levy) increased 3.2 percent. From FY2017 through FY2026, values have increased a cumulative 55.4 percent. Addison's focus on expanding economic development efforts has improved economic conditions throughout the community and has helped spur the majority of new construction and redevelopment. The tax rate for FY2026 is 60.8100 cents per \$100 assessed values. The tax rate and appraised values will generate an additional \$326,990 in revenue for the General Fund in FY2026. The General Fund long-term plan assumes 3.0 percent growth from FY2027 to FY2030.
3. Service fees are expected to increase 2 percent from FY2027 through FY2030. Major fees in this category include 911 fees, ambulance fees, and refuse collection fees.
4. All other revenues during the planning horizon are expected to increase 1 percent per year.
5. More than two-thirds of the General Fund's expenditures are associated with personnel costs. The FY2026 budget for personnel services is \$1,408,141 more than the estimated FY2025 budget primarily due to the funding of the 4.0% merit pool, addition of a performance-based step plan for Public Safety personnel, and 7% increase in health insurance. The long-term plan assumes that employee compensation costs will increase 3.0% annually in years FY2027 through FY2030, while health insurance costs will increase 5% annually during that same timeframe.
6. The General Fund makes contributions to Addison's Capital Replacement, Information Technology Fund, and Facility Maintenance Fund that essentially accumulates resources to purchase replacement equipment and maintain the Town's facilities.
7. All non-personnel operating expenditures for FY2027 through FY2030 are adjusted for a 1.0 percent inflationary increase.

APPENDIX E: LONG-TERM FINANCIAL PLANS



Addison's Council has set a goal of maintaining the General Fund reserves at a level of 30 percent of operating expenditures. The FY2025 General Fund budget has a projected ending fund balance of 40.2 percent; additionally, the long-term plan assumes that fund balances will remain above 30 percent FY2027 through FY2035. Financial planning uses forecasts to provide insight into future financial capacity to meet service objectives and financial challenges. The long-term planning nature of the model will allow for steps to be taken to maintain the 30 percent fund balance goal.

¹ Please refer to the Town Chronicle, which discusses the Town's major qualities in context of urban populations.

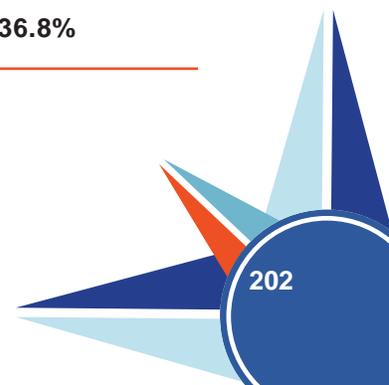


APPENDIX E: LONG-TERM FINANCIAL PLANS

GENERAL FUND LONG-TERM FINANCIAL PLAN	ACTUAL 2023-24	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Balance	\$20,682,959	\$20,856,436	\$21,018,948
Revenues			
Ad Valorem Taxes	24,601,667	25,465,206	25,792,196
Non-Property Taxes	18,595,761	18,500,000	18,400,000
Franchise Fees	2,033,581	2,076,001	2,035,000
Licenses & Permits	1,639,875	1,210,700	1,225,700
Service Fees	2,597,545	3,246,419	3,357,939
Fines & Penalties	350,930	335,000	390,000
Rental Income	8,640	8,600	89,100
Interest & Other Income	2,510,100	1,162,092	1,057,500
Total Operational Revenue	52,338,099	52,004,018	52,347,435
Transfers from other funds	966	-	-
Other Financing Sources - Leases	381,380	-	-
Total Revenues	\$52,720,445	\$52,004,018	\$52,347,435
Expenditures			
Personnel Services	30,900,387	32,741,374	34,149,515
Supplies	1,759,838	1,710,612	1,790,274
Maintenance	3,659,391	4,012,759	4,350,867
Contractual Services	8,601,269	8,959,981	9,229,333
Capital Replacement/Lease	2,504,091	2,513,511	2,475,038
Capital Outlay	445,569	303,269	352,263
Debt Service	176,424	-	-
Total Operating Expenditures	48,046,969	50,241,506	52,347,290
Fund Transfer Out	4,500,000	1,600,000	-
Total Expenditures	\$52,546,969	\$51,841,506	\$52,347,290
Ending Fund Balance	\$20,856,436	\$21,018,948	\$21,019,093
Ending balance as a % of expenditures	43.8%	41.8%	40.2%

APPENDIX E: LONG-TERM FINANCIAL PLANS

YEAR 1 PROJECTED 2026–27	YEAR 2 PROJECTED 2027–28	YEAR 3 PROJECTED 2028–29	YEAR 4 PROJECTED 2029–30
\$21,019,093	\$21,044,374	\$21,089,552	\$21,148,968
26,565,962	27,362,941	28,183,829	29,029,344
18,768,000	19,143,360	19,526,227	19,916,752
2,055,350	2,075,904	2,096,663	2,117,629
1,250,214	1,275,218	1,300,723	1,326,737
3,425,098	3,493,600	3,563,472	3,634,741
393,900	397,839	401,817	405,836
89,100	89,100	89,100	89,100
1,078,650	1,100,223	1,122,227	1,144,672
53,626,274	54,938,184	56,284,058	57,664,811
-	-	-	-
-	-	-	-
\$53,626,274	\$54,938,184	\$56,284,058	\$57,664,811
35,249,513	36,386,285	37,561,126	38,775,374
1,808,177	1,826,259	1,844,521	1,862,966
4,394,376	4,438,319	4,482,703	4,527,530
9,321,626	9,414,843	9,508,991	9,604,081
2,475,038	2,475,038	2,475,038	2,475,038
352,263	352,263	352,263	352,263
-	-	-	-
53,600,993	54,893,007	56,224,642	57,597,252
-	-	-	-
\$53,600,993	\$54,893,007	\$56,224,642	\$57,597,252
\$21,044,374	\$21,089,552	\$21,148,968	\$21,216,527
39.3%	38.4%	37.6%	36.8%



APPENDIX E: LONG-TERM FINANCIAL PLANS

HOTEL FUND LONG-TERM PLAN

Addison’s hotels cater to the business traveler and therefore are tied to the national and regional economies. The Hotel Fund has been the most impacted by the COVID-19 pandemic. Despite the contraction created by the pandemic, economic activity in North Texas has experienced growth and recovery. Hotel occupancy rates are expected to increase slowly over the next few years. The plan reflects the following assumptions:

1. Hotel occupancy tax revenue for the FY2026 budget is expected to increase from the estimated FY2025 numbers by 6.0 percent. Revenues from the tax are expected increase by 2.0 percent FY2027 through FY2030. The inventory of hotel rooms is currently 3,663 rooms.
2. All other revenues during the planning horizon are expected to increase 2 percent in FY2027 through FY2030.

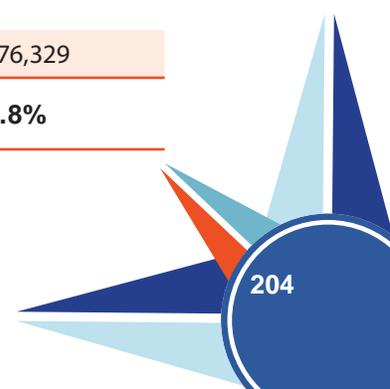
HOTEL SPECIAL REVENUE FUND LONG-TERM FINANCIAL PLAN	ACTUAL 2023–24	ESTIMATED 2024–25	BUDGET 2025–26
Beginning Balance	\$5,330,209	\$5,954,770	\$5,765,693
Revenues			
Hotel/Motel Occupancy Taxes (HOT)	5,374,881	5,355,000	5,676,000
Proceeds from special events	1,392,560	1,338,530	1,641,000
Rental Income	169,371	160,000	120,000
Interest and other income	456,895	250,000	300,000
Total Revenues	\$7,393,707	\$7,103,530	\$7,737,000
Expenditures			
Marketing & Tourism	1,567,739	1,850,963	1,999,487
The Addison	747,618	862,480	967,190
Major Special Events	2,759,705	2,456,034	2,494,177
Special Events Operations	1,142,699	1,314,831	1,417,964
Vitruvian Events	185,000	185,000	185,000
General Hotel Operations	366,385	593,299	532,172
Total Operating Expenditures	6,769,146	7,262,607	7,595,990
One-Time Decision Packages	\$-	\$30,000	\$785,000
Capital Projects (Cash Funded)	-	-	235,000
Total Expenditures	6,769,146	7,292,607	8,615,990
Ending Fund Balance	\$5,954,770	\$5,765,693	\$4,886,703
Ending balance as a % of expenditures	88.0%	79.4%	64.3%

APPENDIX E: LONG-TERM FINANCIAL PLANS

3. The long-term plan assumes that employee compensation costs will increase 3.5% annually in years FY2027 through FY2030, while health insurance costs will increase 5% annually during that same timeframe.

The FY2026 Hotel Fund budget has a projected ending fund balance of 64.3 percent; this percentage is above the 25 percent required by the Town’s financial policies. Additionally, the long-term plan assumes that fund balances will remain above 25 through FY2035. Unlike other funds where expenditures are directly related to critical public services, hotel occupancy tax revenues are “dedicated revenues” that may only be spent on directly promoting tourism and the convention and hotel industry. The Town is monitoring these activities, and they can be reduced should hotel occupancy taxes not grow in future years.

YEAR 1 PROJECTED 2026–27	YEAR 2 PROJECTED 2027–28	YEAR 3 PROJECTED 2028–29	YEAR 4 PROJECTED 2029–30
\$4,886,703	\$5,050,588	\$5,237,057	\$5,445,769
5,789,520	5,905,310	6,023,417	6,143,885
1,673,820	1,707,296	1,741,442	1,776,271
122,400	124,848	127,345	129,892
304,500	309,068	313,704	318,409
\$7,890,240	\$8,046,522	\$8,205,907	\$8,368,457
2,034,660	2,070,731	2,107,732	2,145,694
984,204	1,001,652	1,019,550	1,037,913
2,538,051	2,583,048	2,629,203	2,676,556
1,442,907	1,468,488	1,494,728	1,521,648
185,000	185,000	185,000	185,000
541,533	551,134	560,982	571,086
7,726,355	7,860,053	7,997,196	8,137,897
\$-	\$-	\$-	\$-
-	-	-	-
7,726,355	7,860,053	7,997,196	8,137,897
\$5,050,588	\$5,237,057	\$5,445,769	\$5,676,329
65.4%	66.6%	68.1%	69.8%



APPENDIX E: LONG-TERM FINANCIAL PLANS

AIRPORT FUND LONG-TERM PLAN

The goal of the Airport Fund’s plan is to generate sufficient revenues to support operating expenses, as well as to fund capital projects and minimize the issuance of debt. Also, the Airport Fund in recent years has been able to capitalize on the opportunity to continuously improve its infrastructure with federal and state matching grants.

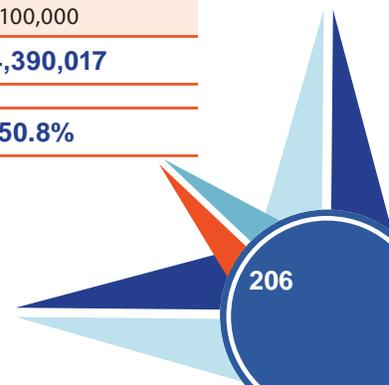
1. Operating revenue for the FY2026 budget is expected to decrease from the estimated FY2025 numbers by 17.0 percent. The primary driver behind the decrease is the appropriation of \$2.5 million in Bipartisan Infrastructure Law grant funding. Operating revenue is anticipated to increase 1.5 percent in user fees and 2.5 percent in fuel flowage fees for FY2027 through FY2030.

AIRPORT FUND LONG-TERM FINANCIAL PLAN	ACTUAL 2023–24	ESTIMATED 2024–25	BUDGET 2025–26
Beginning Balance	\$8,197,215	\$9,827,947	\$8,072,261
Revenues			
Intergovernmental			
Operating grants	186,133	1,927,000	100,000
Service Fees			
Customs Fees	184,075	277,700	312,000
Fuel flowage fees	1,166,081	1,207,440	1,250,000
Rental Income	5,750,708	5,765,496	6,004,947
Interest and Other Income	1,030,262	359,156	334,200
Transfers from Other Funds	-	-	-
Total Revenues	\$8,317,259	\$9,536,792	\$8,001,147
Expenditures			
Personnel Services	2,533,938	2,921,661	3,766,304
Supplies	39,496	78,573	60,063
Maintenance	857,874	603,114	707,995
Contractual Services	1,347,997	1,705,653	1,596,664
Capital Replacement /Lease	160,491	242,928	250,720
Debt Service	875,747	874,709	873,809
Capital Outlay	177,200	15,000	-
Total Operating Expenditures	\$5,992,743	\$6,441,638	\$7,255,555
One-Time Decision Packages	\$-	\$147,000	\$150,000
Transfer to Debt Service Fund	469,344	528,527	534,374
Capital Projects (Cash Funded)	224,440	4,175,313	871,365
Ending Working Capital	\$9,827,947	\$8,072,261	\$7,262,114
Ending balance as a % of operating expenses	164.0%	125.3%	100.1%

APPENDIX E: LONG-TERM FINANCIAL PLANS

2. The long-term plan assumes that employee compensation costs will increase 3.5% annually in years FY2027 through FY2030, while health insurance costs will increase 5% annually during that same timeframe.
3. All non-personnel operating expenditures for FY2027 through FY2030 are adjusted for a 1.0 percent inflationary increase.
4. The plan includes payment of the debt service associated with airport related debt issuances and the future issuance of debt to expand the Fuel Farm.
5. The plan projects cash funding capital projects of \$5.99 million from FY2026 through FY2030.

YEAR 1 PROJECTED 2026–27	YEAR 2 PROJECTED 2027–28	YEAR 3 PROJECTED 2028–29	YEAR 4 PROJECTED 2029–30
\$7,262,114	\$5,482,456	\$5,019,655	\$4,752,781
3,050,000	100,000	100,000	100,000
316,680	321,430	326,252	331,145
1,281,250	1,313,281	1,346,113	1,379,766
6,185,095	6,370,648	6,561,768	6,758,621
334,200	334,200	334,200	334,200
-	-	-	-
\$11,167,225	\$8,439,560	\$8,668,333	\$8,903,732
3,903,656	4,046,093	4,193,804	4,346,991
60,664	61,270	61,883	62,502
715,075	722,226	729,448	736,742
1,612,631	1,628,757	1,645,045	1,661,495
250,720	250,720	250,720	250,720
980,659	1,400,249	1,406,794	1,578,636
-	-	-	-
\$7,523,404	\$8,109,315	\$8,287,693	\$8,637,086
\$-	\$-	\$-	\$-
530,224	531,046	535,513	529,411
4,893,255	262,000	112,000	100,000
\$5,482,456	\$5,019,655	\$4,752,781	\$4,390,017
72.9%	61.9%	57.3%	50.8%



APPENDIX E: LONG-TERM FINANCIAL PLANS

UTILITY FUND LONG-TERM PLAN

Addison's Utility Fund is an enterprise fund where operations are accounted for and financed in a manner similar to private business enterprises. The goal is that Addison's water and wastewater utilities are operated so that the costs of providing the services to the public are financed through user charges.

Operating revenues are determined by the water and sewer rates as well as the volume of water sold, and sewer treated. These revenues are highly influenced by weather patterns. Hot, dry summers result in high water sales, which to a certain extent also generate higher sewer revenues. Seasons of heavy precipitation, on the other hand, result in reduced water sales and the corresponding sewer revenues.

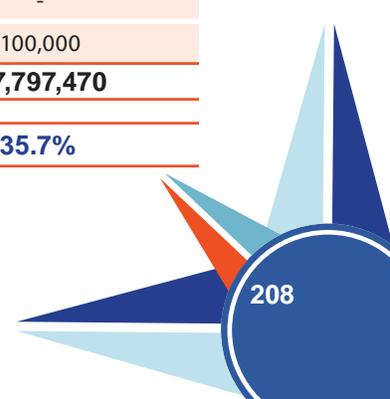
In FY2022 the Town hired a utility rate consultant to review the rate structure and to assist in updating the utility rate model originally created in FY2018.

UTILITY FUND LONG-TERM FINANCIAL PLAN	ACTUAL 2023-24	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Working Capital	\$8,430,078	\$9,670,691	\$9,592,456
Revenues			
Water Sales	9,249,861	9,440,658	9,723,878
Sewer Charges	7,057,591	7,505,903	7,618,867
Tap Fees & Other	60,843	50,000	50,000
Fines and Penalties	108,354	105,000	105,000
Interest and Other Income	671,932	291,127	282,422
Total Revenues	\$17,148,580	\$17,392,688	\$17,780,167
Expenditures			
Personnel Services	2,878,324	3,132,480	3,195,365
Supplies	233,110	229,511	234,367
Maintenance	1,057,450	1,167,009	1,279,758
Contractual Services			
Water Purchases	4,582,871	4,976,098	5,096,222
Wastewater Treatment	3,827,770	4,310,865	4,648,042
Other Services	1,378,267	1,520,906	1,382,318
Capital Replacement / Lease	206,584	166,584	187,248
Debt Service	1,743,592	1,747,470	1,754,345
Capital Outlay	-	-	-
Total Operating Expenditures	15,907,967	17,250,923	17,777,665
One-Time Decision Packages	-	175,000	701,750
Capital Projects (Cash Funded)	-	45,000	1,175,000
Ending Working Capital	\$9,670,691	\$9,592,456	\$7,718,208
Ending balance as a % of operating expenses	60.8%	55.6%	43.4%

APPENDIX E: LONG-TERM FINANCIAL PLANS

1. The FY2026 budget includes no increases to water rates and a wastewater rate increase of 1.0 percent. Rate increases of 4.0% are planned for FY2027, 3.5% for FY2028, and 4.5% for FY2029. The utility rate policy adopted by City Council during FY2018 and FY2022 will fully fund a staffing plan and provide a mix of cash and bond funding for capital projects. The utility rate model will be reviewed on an annual basis to ensure long-term sustainability.
2. Payments to other entities for the purchase of water are expected to increase by an average of 5.0 percent per year and 8.5 percent for the treatment of sewage through 2030. These assumptions are based primarily on expected growth of water and wastewater rates from wholesale suppliers.
3. The long-term plan assumes that employee compensation costs will increase 3.5% annually in years FY2027 through FY2030, while health insurance costs will increase 5% annually during that same timeframe.
4. All expenses other than personnel and water purchases and sewer treatment are adjusted for a 3.0 percent inflationary increase in FY2027 through FY2030.

YEAR 1 PROJECTED 2026–27	YEAR 2 PROJECTED 2027–28	YEAR 3 PROJECTED 2028–29	YEAR 4 PROJECTED 2029–30
\$7,718,208	\$7,670,131	\$7,835,878	\$7,706,153
10,188,679	10,675,698	11,185,997	11,720,687
8,039,809	8,605,209	9,210,370	9,858,089
50,000	50,000	50,000	50,000
105,000	105,000	105,000	105,000
282,422	282,422	282,422	282,422
\$18,665,910	\$19,718,329	\$20,833,789	\$22,016,198
3,312,443	3,433,880	3,559,843	3,690,503
241,398	248,640	256,099	263,782
1,318,151	1,357,695	1,398,426	1,440,379
5,351,033	5,618,585	5,899,514	6,194,490
5,043,126	5,471,791	5,936,893	6,441,529
1,423,788	1,466,501	1,510,496	1,555,811
192,865	198,651	204,611	210,749
1,755,184	1,756,838	2,031,631	2,027,638
-	-	-	-
18,637,987	19,552,582	20,797,514	21,824,882
-	-	-	-
76,000	-	166,000	100,000
\$7,670,131	\$7,835,878	\$7,706,153	\$7,797,470
41.2%	40.1%	37.1%	35.7%



APPENDIX E: LONG-TERM FINANCIAL PLANS

STORMWATER FUND LONG-TERM PLAN

Addison charges a stormwater fee to fund the costs to build and maintain stormwater infrastructure such as curb and gutter repair, maintenance of stormwater structures, and the Town's federally and state mandated stormwater quality management program. Additionally, the stormwater fee will fund capital improvements to the Town's drainage infrastructure. Features of the plan are as follows:

1. Operating revenue from FY2026 through FY2030 are projected to remain relatively flat.
2. The long-term plan assumes that employee compensation costs will increase 3.5% annually in

STORMWATER FUND LONG-TERM FINANCIAL PLAN	ACTUAL 2023-24	ESTIMATED 2024-25	BUDGET 2025-26
Beginning Working Capital	\$8,657,555	\$8,899,503	\$8,544,102
Revenues			
Licenses and Permits	2,075	1,000	1,000
Service Fees			
Drainage fees	2,609,536	2,625,000	2,625,000
Interest and Other Income	686,908	275,000	225,000
Total Revenues	\$3,298,519	\$2,901,000	\$2,851,000
Expenditures			
Personnel Services	758,272	919,806	934,142
Supplies	34,053	30,400	24,250
Maintenance	717,834	620,549	624,592
Contractual Services	352,718	257,200	329,260
Capital Replacement / Lease	25,000	50,000	56,140
Debt Service	488,948	867,515	874,315
Capital Outlay	273,550	-	-
Total Operating Expenditures	2,650,375	2,745,470	2,842,699
One-Time Decision Packages	\$-	\$66,500	\$-
Transfer to Debt Service Fund	406,196	444,431	832,457
Capital Projects (Cash Funded)	-	-	-
Total Expenditures	\$3,056,571	\$3,256,401	\$3,675,156
Ending Working Capital Balance	\$8,899,503	\$8,544,102	\$7,719,946
Ending balance as a % of expenditures	335.8%	311.2%	271.6%

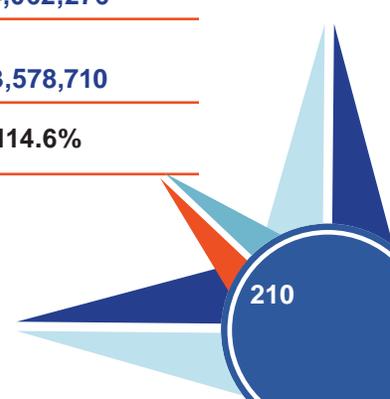
APPENDIX E: LONG-TERM FINANCIAL PLANS

years FY2027 through FY2030, while health insurance costs will increase 5% annually during that same timeframe.

3. All non-personnel operating expenditures for FY2027 through FY2030 are adjusted for a 1.0 percent inflationary increase.

The fund balance will provide a healthy reserve and allow for the planning of debt issuances. City Council goals for the Stormwater Fund include funding for capital projects and a federally and state mandated stormwater quality management program.

YEAR 1 PROJECTED 2026–27	YEAR 2 PROJECTED 2027–28	YEAR 3 PROJECTED 2028–29	YEAR 4 PROJECTED 2029–30
\$7,719,946	\$6,656,390	\$5,550,582	\$4,528,413
1,000	1,000	1,000	1,000
2,651,250	2,677,763	2,839,767	3,011,573
200,000	175,000	150,000	100,000
\$2,852,250	\$2,853,763	\$2,990,767	\$3,112,573
968,967	1,005,118	1,042,645	1,081,604
24,493	24,737	24,985	25,235
630,838	637,146	643,518	649,953
332,553	335,878	339,237	342,629
56,140	56,140	56,140	56,140
866,840	863,753	869,195	868,238
100,000	100,000	100,000	100,000
2,979,830	3,022,773	3,075,719	3,123,799
\$-	\$-	\$-	\$-
935,976	936,798	937,216	938,477
-	-	-	-
\$3,915,806	\$3,959,571	\$4,012,935	\$4,062,276
\$6,656,390	\$5,550,582	\$4,528,413	\$3,578,710
223.4%	183.6%	147.2%	114.6%

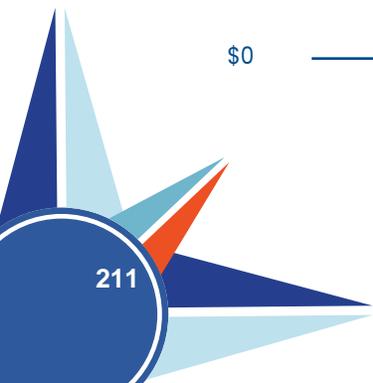
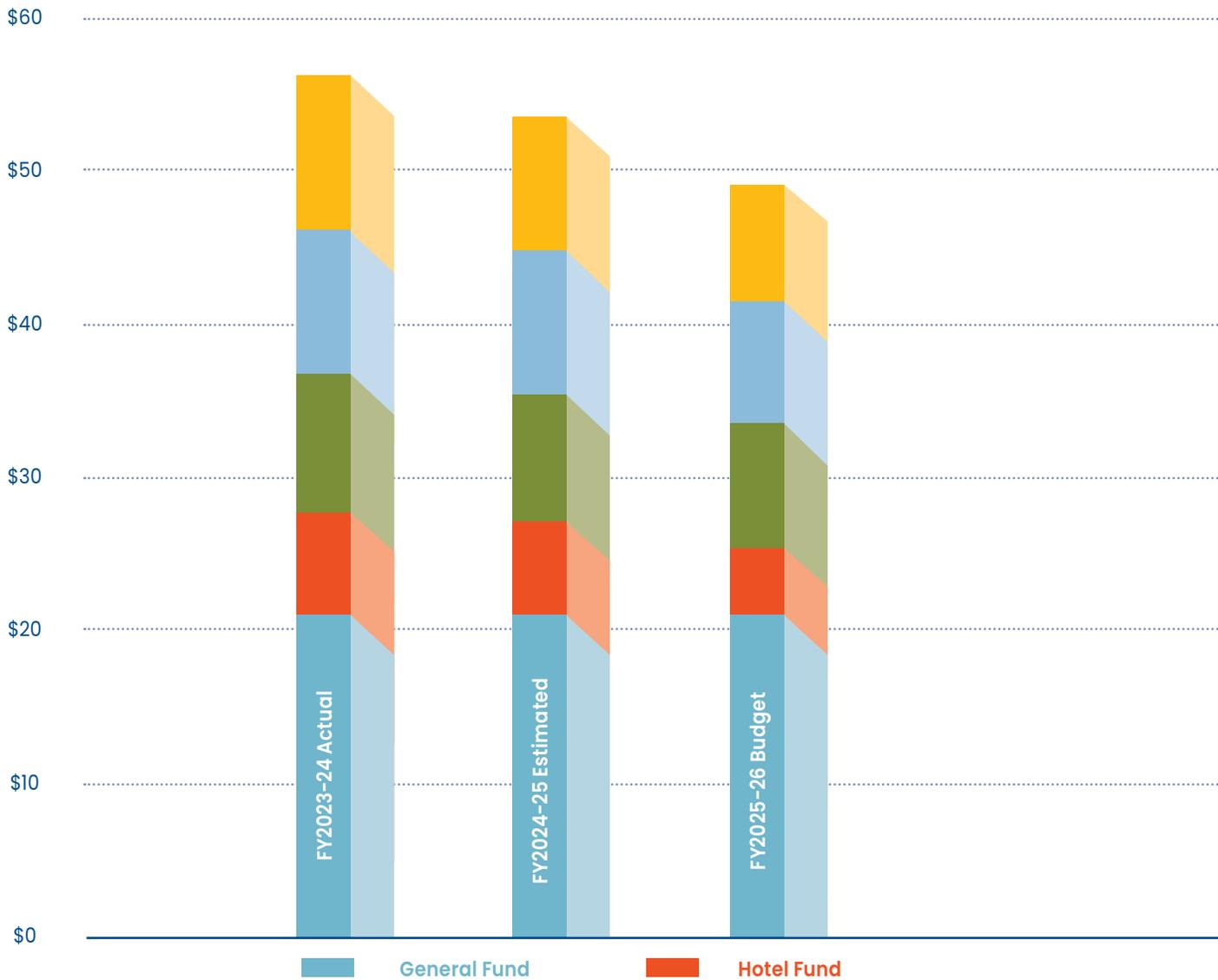


APPENDIX E: LONG-TERM FINANCIAL PLANS

ENDING FUND BALANCE

FIVE MAJOR FUNDS OVER THE LONG-TERM PLANNING HORIZON

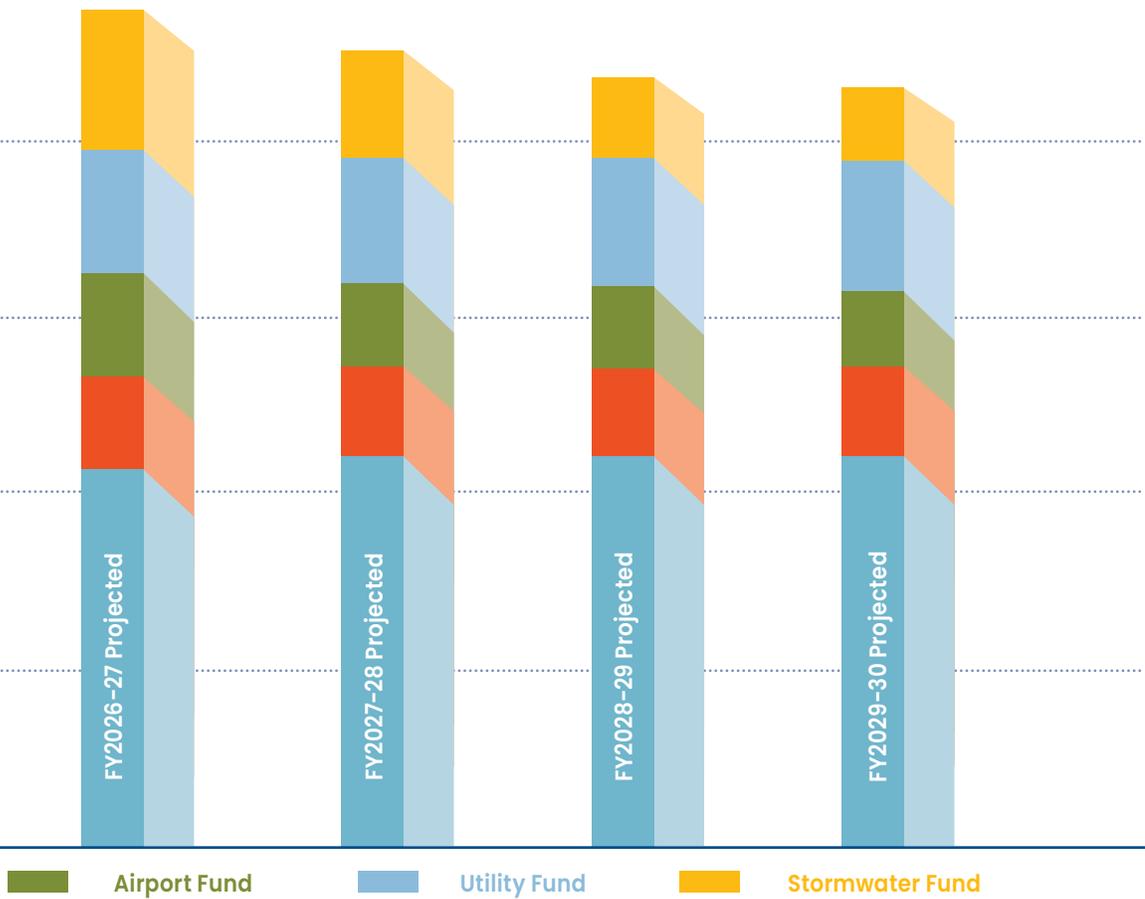
(In Millions)



APPENDIX E: LONG-TERM FINANCIAL PLANS

ENDING FUND BALANCE

FIVE MAJOR FUNDS OVER THE LONG-TERM PLANNING HORIZON



APPENDIX F:

Capital Projects Highlights

CAPITAL PROJECT LONG-TERM PLAN

Included in this appendix is a financial statement that summarizes Addison's capital improvement program over the five-year planning horizon. The statement reports the projected timing of the projects as well as the source of funding.

STREETS CAPITAL PROJECTS – BOND FUNDED (TOTAL: \$21.37M)

VITRUVIAN WEST STREETScape & BELLA LANE EXTENSION (\$897K)

This project is to continue build out of the planned development at Vitruvian and the associated public infrastructure. In FY 2021, public infrastructure construction was the streetscape associated with Vitruvian West 2. The Town was also responsible for the design and construction of a well pad for a well into Trinity Aquifer in FY 2021. Phase IV, which includes the extension of Bella Lane to Alpha Road, began in FY2022 and was completed in FY2024. Vitruvian West 3 streetscape improvements along Westgate Lane and Marsh Lane were completed in early 2023. Bella Lane North Connector is anticipated to be completed in FY2026 dependent upon developer scheduling.

- **PHASE:** Well pad construction, Vitruvian West 2 & 3 streetscape, and the Bella Lane extension projects are complete. The Bella Lane North Connector is anticipated to be bid and constructed in 2026.
- **STATUS:** Well pad construction, Vitruvian West 2 & 3 streetscape, and the Bella Lane extension projects are complete with completion of the Bella Lane North Connector anticipated for 2026.

QUORUM DRIVE RECONSTRUCTION (\$6.54M)

Reconstruction of Quorum Drive from the Dallas North Tollway to the DART Rail Right-of-Way. Quorum Drive was originally built in the early to mid-1980s. The scope will include, but not be limited to, utility upsizing to handle continued growth in Addison, incorporation of the Master Transportation and Trails Master Plans, ADA improvements, and the replacement of traffic signals at three intersections.

- **PHASE:** The project is currently in the design phase.
- **STATUS:** A design contract was awarded on June 13, 2023, with an anticipated design completion of eighteen months. After design, construction is anticipated in fiscal years 2026 to 2028.

KELLER SPRINGS RECONSTRUCTION (\$5.00M)

Reconstruction of Keller Springs Road from Dallas North Tollway to Addison Road including replacing asphalt roadway with concrete, upsizing existing facilities, installing Master Transportation Plan elements, acquiring right-of-way for medians, sidewalks, and landscaping, and replacing traffic signals.

- **PHASE:** The project is under construction.
- **STATUS:** A contract for professional engineering services was approved on December 10, 2019. A construction contract was awarded on September 12, 2023. Construction is anticipated to be completed in FY 2027. \$2.8M of this project is funded by Stormwater Bonds.

MONTFORT DRIVE RECONSTRUCTION (\$4.99M)

This project consists of reconstruction of Montfort Drive from Belt Line Road to the Addison city limits by rebuilding concrete roadway and upsizing existing utilities. Additionally, the project includes installing Master Transportation Plan elements including widening the median where applicable and improving sidewalk connectivity throughout the extents. The project also includes the acquisition of right-of-way for medians, sidewalks, fiber installation, traffic signal installation, enhanced intersection design and landscaping improvements. Project evaluating the location of electrical components including the conversion from overhead to underground.

- **PHASE:** The project is currently in the engineering design phase.
- **STATUS:** This project is anticipated to complete design in FY2026 and be constructed in FY2026 through FY2028.

VITRUVIAN PARK PHASE 6, BLOCKS 301, 302, AND 303 (\$750K)

This project consists of demolition and paving improvements, water and sewer improvements, street lighting, and landscape improvements for Vitruvian Park Phase 6, Blocks 301, 302 and 303.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be designed in FY2026. Construction is anticipated to begin in FY2026 with project completion estimated for 2027.

ARAPAHO/SURVEYOR AND SYSTEMWIDE TRAFFIC SIGNAL IMPROVEMENTS (\$2.14M)

This project will rebuild the traffic signal at Arapaho Road/Surveyor Boulevard and install advanced warning signs, flashing yellow arrows, pedestrian hybrid beacons, and rectangular rapid flashing beacons in other locations throughout Town.

- **PHASE:** The project is currently in the engineering phase.
- **STATUS:** The project is anticipated to be completed in FY2026.

PEDESTRIAN IMPROVEMENTS – PEDESTRIAN TOOLBOX IMPLEMENTATION (\$150K)

Perform preventative maintenance using the Asset Management system recommendations, field verifications, and implementation of the Master Transportation Plan Pedestrian Toolbox, incorporating the ADA Transition Plan improvements. This work will include installation and improvement of existing pedestrian hybrid beacons, rapid rectangular flashing beacons, signage, striping, lighting, and pedestrian refuge areas as necessary within the public right-of-way.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** The project is anticipated to be completed in FY2030.

WAYFINDING SIGNAGE (\$789K)

This project is for the implementation of the Wayfinding Signage Master Plan and installation of the 911 Trail Location Markers to improve wayfinding, circulation, connectivity, and safety in multiple phases.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** The project is anticipated to be completed in FY2027.



APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

CAPITAL PROJECTS SUMMARY	LIFE TO DATE EXPENDITURES	ESTIMATED FY25 BUDGET
Bond Funded		
STREETS		
Vitruvian West Streetscape & Bella Lane Extension	4,273,519	39,799
Quorum Drive Reconstruction	1,161,108	2,500,000
Pedestrian Connectivity - Cotton Belt/Silver Line	367,471	-
Midway Road Reconstruction	37,452,199	4,723,887
Keller Springs Reconstruction	2,665,243	4,234,757
Airport Parkway Reconstruction	1,012,849	150,000
Redding Trail Extension/Dog Park	-	54,535
Montfort Drive Reconstruction	522,243	590,593
Vitruvian Park Phase 9, Block 701	1,686,533	13,604
Vitruvian Park Phase 6, Blocks 301, 302 and 303	-	-
Vitruvian Park Phase 7, Blocks 204, 210, 402 and 403	-	-
Vitruvian Park Phase 8, Remaining Blocks	-	-
Arapaho/Surveyor and Systemwide Traffic Signal Improvements	78,880	286,320
Pedestrian Improvements - Pedestrian Toolbox Implementation	-	-
Wayfinding Signage	-	-
Arapaho/Addison Road and Addison Road/Lindbergh Drive Signal Improvements	-	-
PARKS		
Athletic Club Improvements	5,319,173	30,458
Les Lacs Pond Improvements	1,132,187	2,777,477
Beltway Drive Trail	265,837	1,931,663
AAC Outdoor Pool Restrooms / Perimeter Fence Renovations	-	110,000
Bosque Park Improvements	-	-
Celestial Park Entrance and Lighting Improvements	-	-
PUBLIC SAFETY		
North Texas Emergency Communications (NTECC) Facility	130,710	2,269,290
GENERAL SERVICES		
Improvements to Existing Buildings	3,584,109	1,634,392
Service Center Lobby Renovations	-	250,000
CAPITAL OUTLAY		
Capital Outlay	-	2,042,124
Subtotal	\$59,652,061	\$23,638,899

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

CAPITAL PROJECTS SUMMARY CONTINUED

LIFE TO DATE EXPENDITURES

ESTIMATED FY25 BUDGET

Airport Capital Projects - Combination Bonds & Grant Funded

Capital Outlay	-	-
Bravo/Golf Taxiway Improvements	632,484	9,607,752
Airport Access & Security Improvements	-	-
Runway 15/33 Redesignation and Taxiway Alpha Rejuvenation	-	1,475,000
Airport Fuel Storage Expansion	-	-
Jimmy Doolittle Drive Reconstruction	46,665	953,335
Eastside Airport Service Road Reconstruction	121,000	829,000
Taxiway Bravo Extension - Phase II	-	-
Reconstruction of Eddie Rickenbacker Drive	-	-
Reconstruction of Claire Chennault Drive	-	-
Reconstruction of Glenn Curtiss Drive	-	-
Subtotal	\$800,149	\$12,865,087

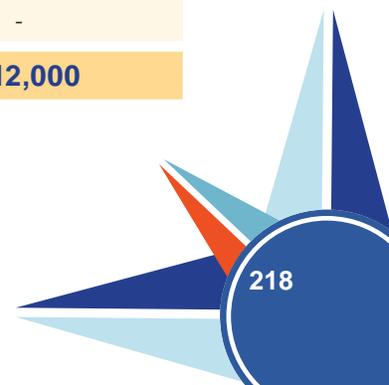
Airport Capital Projects - Cash Funded

Bravo/Golf Taxiway Improvements	1,137,804	-
Airport Access & Security Improvements	-	-
Runway 15/33 Redesignation & Taxiway Alpha Rejuvenation	14,750	85,250
Airport Fuel Storage Expansion	198,800	-
Jimmy Doolittle Drive Reconstruction	128,588	8,412
Eastside Airport Service Road Reconstruction	-	1,827,000
Airport Regulated Garbage Utility Building	-	25,000
West Perimeter Fencing Improvements	11,550	53,450
4533 Glenn Curtiss (U2) Roof Replacement	-	150,000
Taxilane Uniform Storm Drainage Improvements	-	-
Taxiway Bravo Extension - Phase II	-	-
Reconstruction of Eddie Rickenbacker Drive	-	-
Reconstruction of Claire Chennault Drive	-	-
Reconstruction of Glenn Curtiss Drive	-	-
Subtotal	\$1,491,492	\$2,149,112

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

FY26 BUDGET	FY27 BUDGET	FY28 BUDGET	FY29 BUDGET
1,500,000	-	-	-
-	-	-	-
-	-	108,000	1,008,000
-	-	-	-
-	1,614,000	-	-
653,516	-	-	-
-	-	-	-
548,190	9,132,390	-	-
-	1,485,000	-	-
-	-	4,752,000	-
-	-	-	2,500,000
\$2,701,706	\$12,231,390	\$4,860,000	\$3,508,000

-	-	-	-
-	-	12,000	112,000
-	-	-	-
95,000	-	-	-
-	-	-	-
-	-	-	-
250,000	-	-	-
-	-	-	-
-	-	-	-
245,455	3,174,545	-	-
60,910	1,014,710	-	-
220,000	-	-	-
-	704,000	-	-
-	-	250,000	-
\$871,365	\$4,893,255	\$262,000	\$112,000



APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

CAPITAL PROJECTS SUMMARY CONTINUED

LIFE TO DATE EXPENDITURES ESTIMATED FY25 BUDGET

Utilities Capital Projects - Combination Cash & Bond Funded

Marsh Lane/Spring Valley Road Water Main Replacement	-	-
Lake Forest Drive Utility Improvements	1,561,154	19,562
Addison Road/Westgrove Drive Water Main Replacement	-	-
Excel Parkway/Addison Road Water Main Upsizing	-	-
New Water Main Loop - Excel Parkway / Addison Road	-	-
Sydney Drive/Marsh Lane Water Main Upsizing	-	-
Excel Parkway/Addison Road Sewer Improvements	-	-
Addison Road/Belt Line Road and Addison Road/Edwin Lewis Drive Sewer Improvements	-	-
Celestial Pumpstation Pump #3 Replacement	-	450,000
Celestial Pumpstation Pump #1 Replacement	-	450,000
Surveyor Pump Station Electrical Upgrades	708,513	271,487
SCADA and Kellway Electrical Control Panel Upgrades	107,740	322,260
AMI Water Meter Modernization	-	-
Celestial Pump Station Bathroom Addition	-	45,000
Addison Circle Tower Driveway	-	-
Subtotal	\$2,377,407	\$1,558,309

Stormwater Capital Projects - Bond Funded

Keller Springs Reconstruction	-	-
Les Lacs Pond Improvements	-	54,259
Subtotal	\$-	\$54,259

Hotel Fund

Wayfinding Signage	-	-
Subtotal	\$-	\$-

Infrastructure Investment Fund

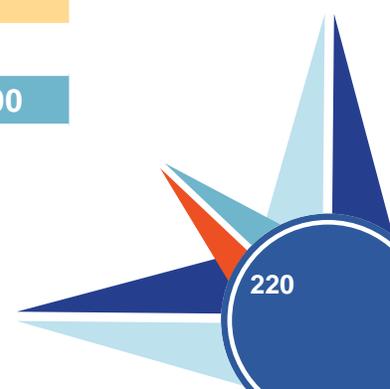
Traffic Signal & ADA Improvements	796,731	703,269
Redding Trail Extension/Dog Park	-	634,653
Conference Centre Renovations	-	2,000,000
Subtotal	\$796,731	\$3,337,922

Total Capital Projects	\$65,117,840	\$43,603,588
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APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

FY26 BUDGET FY27 BUDGET FY28 BUDGET FY29 BUDGET

-	-	-	567,000
-	-	-	-
-	-	-	1,033,300
-	-	-	268,500
-	-	-	495,000
-	667,700	400,000	-
-	-	-	390,000
-	-	-	400,000
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
3,150,000	-	-	-
-	-	-	-
225,000	-	-	-
\$3,375,000	\$667,700	\$400,000	\$3,153,800
-	2,800,000	-	-
2,645,741	-	-	-
\$2,645,741	\$2,800,000	\$-	\$-
235,000	200,000	-	-
\$235,000	\$200,000	\$-	\$-
-	-	-	-
-	-	-	-
-	-	-	-
\$-	\$-	\$-	\$-
\$35,319,384	\$51,480,799	\$25,801,151	\$9,273,800



APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

ARAPAHO/ADDISON ROAD AND ADDISON ROAD/LINDBERGH DRIVE SIGNAL IMPROVEMENTS (\$110K)

This project will include traffic signal improvements, installation of flashing yellow arrows, improved vehicle detection, and installation of signal interconnectivity to the two signalized intersections that are directly adjacent to the newly installed DART Silver Line. Interconnecting the two traffic signals to run on one traffic signal cabinet will make the coordination, timing, and preemption more efficient and reliable.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to begin design in FY2026 and be constructed in FY2027.

PARKS CAPITAL PROJECTS – BOND FUNDED (TOTAL: \$1.12M)

PEDESTRIAN CONNECTIVITY – COTTON BELT TRAIL AMENITY ENHANCEMENTS (\$195K)

Implement Cotton Belt Trail amenity enhancements—lighting, benches, trash receptacles, signage, trees, and irrigation—to elevate the user experience beyond basic federally funded elements.

- **PHASE:** The project is currently in the design phase.
- **STATUS:** The North Central Texas Council of Governments is designing and constructing this project with the Town to pay its share in a lump sum which was made in FY 2024. Enhancements to the trail are being planned by the Town.

BOSQUE PARK IMPROVEMENTS (\$441K)

Restore the urban forest by addressing canopy loss and understory damage. Replace and maintain aging park features like lighting, fountains, benches, and granite paths.

- **PHASE:** The project is currently in the planning phase
- **STATUS:** This project is anticipated to be completed in fiscal year 2026.

AAC OUTDOOR POOL RESTROOMS/PERIMETER FENCE RENOVATIONS (\$220K)

This project will serve to engage in professional services and construction agreements to develop construction documents for and to renovate the Addison Athletic Club Outdoor Pool Restrooms and Perimeter Fence.

- **PHASE:** The project is currently in the construction phase.
- **STATUS:** This project is anticipated to be completed in FY2026.

CELESTIAL PARK ENTRANCE AND LIGHTING IMPROVEMENTS (\$268K)

This project will address erosion at the southeast entrance, improve safety through lighting improvements, and provide ADA access. Design for the entrance was completed in 2020 and will be modified to integrate natural materials with the steps. A lighting design will need to be completed to install light improvements. Community outreach and feedback will be solicited.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2026.

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

PUBLIC SAFETY CAPITAL PROJECTS – BOND FUNDED (TOTAL: \$1.0M)

NORTH TEXAS EMERGENCY COMMUNICATIONS (NTECC) FACILITY (\$1.0M)

This project consists of construction of a new 23,000 square foot public safety communications facility for the joint dispatch center created and owned by the Cities of Coppell, Farmers Branch, and Carrollton along with the Town

- **PHASE:** The project is currently in the design phase
- **STATUS:** This project is anticipated to be completed as early as FY2027.

AIRPORT CAPITAL PROJECTS – COMBINATION BONDS, CASH & GRANT FUNDS (TOTAL: \$2.93M)

AIRPORT FUEL STORAGE IMPROVEMENTS (\$95K)

This project will construct improvements to the existing Airport Bulk Fuel Storage Facility (Fuel Farm). The project will include installation of automobile gasoline and diesel tanks, with fuel dispensing pumps, to serve the needs of the Town's fleet vehicles and to enable removal of the existing underground storage tanks currently serving that purpose.

- **PHASE:** The project is currently in the engineering design phase.
- **STATUS:** Preliminary design was completed in 2024 with final design in FY2026 and construction is anticipated to be completed in FY2027.

JIMMY DOOLITTLE DRIVE RECONSTRUCTION (\$654K)

Jimmy Doolittle Road is an airport-owned access street that serves as the landside access route for the new U.S. Customs and Airport Administration building. The street is failed. This project is to completely reconstruct the street, adding underground storm drainage, curbs, and a sidewalk while bringing the roadway up to city standards.

- **PHASE:** The project is currently in the construction phase
- **STATUS:** This project is anticipated to be completed in FY2026.

AIRPORT REGULATED GARBAGE UTILITY BUILDING (\$250K)

The Regulated Garbage (RG) utility building was part of the original scope of the U.S. Customs and Airport Administration building project. When bids came in higher than anticipated, the RG building was cut from the scope as a cost-saving measure, with the intent that it would be constructed at a later date. This proposed project is to construct the utility building that will handle RG processing and disposal, including housing the autoclave that the airport has acquired for that purpose (sterilization of RG). The proposed facility will also include a pet relief station for international arrivals, plus airside parking for airport vehicles.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2026.

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

TAXILANE UNIFORM STORM DRAINAGE IMPROVEMENTS (\$245K)

Design and construct underground storm water utilities the length of Taxilane Uniform (approximately 1,900 feet).

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2027.

TAXIWAY BRAVO EXTENSION – PHASE II (\$609K)

This is the second phase of a three-phase plan to extend full length to Runway 34 and to reconstruct the existing sections.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2027.

RECONSTRUCTION OF EDDIE RICKENBACKER DRIVE (\$220K)

In cooperation with the Public Works and Engineering Department, design and reconstruct Eddie Rickenbacker Drive.

- **PHASE:** The project is currently in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2027.

UTILITIES CAPITAL PROJECTS – COMBINATION CASH & BOND FUNDED (TOTAL: \$3.37M)

AMI WATER METER MODERNIZATION (\$3.15M)

Implement Advanced Metering Infrastructure (AMI) Water Meter Modernization program. AMI would provide our residents with real-time data usage. AMI meters can detect leaks in a system promptly and notify customers, minimizing water loss and higher utility bills. Users will be able to better track their usage by checking their customer portals. Implementing an AMI system requires a significant initial investment in meter infrastructure.

- **PHASE:** The project is in the planning phase with an issue of an RFP in FY2025.
- **STATUS:** An RFP for replacement services to be issued Fall 2025. This project is anticipated to be completed in FY2026.

ADDISON CIRCLE TOWER DRIVEWAY (\$225K)

Repave the access road for Addison Circle Tower, replacing the pavers with concrete around the tower and adjacent to the conference center and theatre.

- **PHASE:** The project is in the planning phase.
- **STATUS:** This project is anticipated to be completed in FY2026.

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

STORMWATER PROJECTS – BOND FUNDED (\$2.80M)

KELLER SPRINGS RECONSTRUCTION (\$2.80M)

This project consists of reconstruction of Keller Springs Road from Dallas North Tollway to Addison Road including replacing asphalt roadway with concrete, upsizing existing facilities, installing Master Transportation Plan elements, acquiring right-of-way for medians, sidewalks, and landscaping, and replacing traffic signals.

- **PHASE:** The project is currently under construction.
- **STATUS:** A contract for professional engineering services was approved on December 10, 2019. A construction contract was awarded on September 12, 2023. Construction is anticipated to be completed in FY 2027. \$2.8M of this project is funded by Stormwater Bonds.



APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

Capital Projects Anticipated Operating Impact Anticipated FY2025

General Capital Projects

Vitruvian West Streetscape and Bella Lane Extension	-
Quorum Drive Reconstruction	-
Keller Springs Reconstruction	-
Montfort Drive Reconstruction	-
Pedestrian Connectivity - Cotton Belt Trail Amenity Enhancements	-
Vitruvian Park Phase 6, Blocks 301, 302 and 303	-
Bosque Park Improvements	-
North Texas Emergency Communications (NTECC) Facility	-
AAC Outdoor Pool Restrooms / Perimeter Fence Renovations	-
Celestial Park Entrance and Lighting Improvements	-
Pedestrian Improvements - Pedestrian Toolbox Implementation	-
Wayfinding Signage	-
Arapaho/Addison Road and Addison Road/Lindbergh Drive Signal Improvements	-
Arapaho/Surveyor and Systemwide Traffic Signal Improvements	-
Subtotal	\$-

Airport Capital Projects

Bravo/Golf Taxiway Improvements	150,000
Airport Access & Security Improvements	-
Bravo T-Hangar Roof Replacements	2,400
Bulk Fuel Storage Design	-
Jimmy Doolittle Drive Reconstruction	-
Eastside Airport Service Road Reconstruction	-
Subtotal	\$152,400

Utilities Capital Projects

AMI Water Meter Modernization	50,000
Addison Circle Tower Driveway	-
Subtotal	\$50,000

Stormwater Capital Projects

Keller Springs Reconstruction	-
Subtotal	\$-

Total Anticipated Operating Costs \$202,400

APPENDIX F: CAPITAL PROJECTS HIGHLIGHTS

CAPITAL PROJECTS OPERATING IMPACTS

The Town of Addison's Capital Improvement Program (CIP) plans for the acquisition and maintenance of capital assets. Projects included in the plan are capital improvement enhancements of significant value, generally over \$25,000 and have a useful life of at least ten years. These enhancements are designed to improve and maintain the value of the Town's assets. Projects are categorized by programs that include General, Airport, Utilities, Stormwater, and Infrastructure Investment.

Resources for the CIP are generated from voter authorized bonds, federal and state grants, or unrestricted working capital. Although capital improvements are considered significant nonrecurring expenditures and funded from capital projects funds, they can have a direct effect on the Town's operating budget. The costs of future operations and maintenance for new CIP projects are estimated based on past expenditures and anticipated increase in materials, labor and other related costs.

Below is the anticipated operating impact for those CIP projects currently budgeted in FY2026.

GENERAL CAPITAL PROJECTS:

- No anticipated operating impact.

AIRPORT CAPITAL PROJECTS:

- Airport Fuel Storage Improvements anticipates a continuous annual investment of \$150,000 per year.
- Airport Regulated Garbage Utility Building anticipates increased utility operating costs.

UTILITIES CAPITAL PROJECTS:

- The AMI Water Meter Modernization project will include a recurring cost of \$50,000 for maintenance of water meters.

STORMWATER CAPITAL PROJECTS:

- No anticipated operating impact.



APPENDIX G:

Glossary of Terms

A

ACCOUNTS PAYABLE

A liability account reflecting the amount of open accounts owed to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

ACCOUNTS RECEIVABLE

An asset account reflecting amounts owed from private persons or organizations for goods or services furnished by a government.

ACCRUAL ACCOUNTING

Recognition of the financial effects of transactions, events and circumstances in the period(s) when they occur regardless of when the cash is received or paid.

ACH

Acronym for Automated Clearing House which is a method of electronic payment or transfer made between banks.

ADA

Acronym for Americans with Disabilities Act.

AD VALOREM

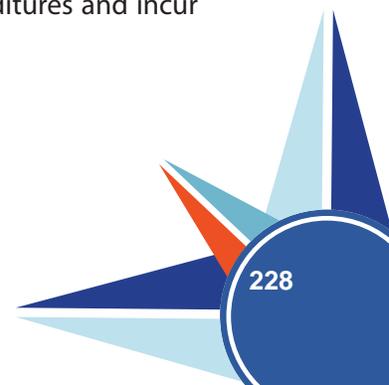
Latin for “according to the value of.” Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property.

AMORTIZATION

Payment of principal plus interest over a fixed period of time.

APPROPRIATION

A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligation for designated purposes.



APPENDIX G: GLOSSARY OF TERMS

ARBITRAGE

The interest earnings derived from invested bond proceeds or debt service fund balances.

ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

B

BALANCE SHEET

The basic financial statement which discloses the assets, liabilities and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles (GAAP).

BALANCED BUDGET

Annual financial plan in which expenses do not exceed revenues.

BIPARTISAN INFRASTRUCTURE LAW

Provides additional funding to advance equitable public transportation planning and operations.

BOND

A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s).

BUDGET

A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

C

CAPITAL EXPENDITURES

Funds used to acquire or upgrade physical assets such as property, industrial buildings or equipment.

APPENDIX G: GLOSSARY OF TERMS

CAPITAL IMPROVEMENT PROGRAM BUDGET (CIP)

Construction projects or very large capital purchases designed to improve and maintain the value of the city's assets, usually separate from the operating budget.

CAPITAL OUTLAYS

Expenditures which result in the acquisition of or addition to fixed assets which are individually priced at more than \$5,000.

CAPITAL REPLACEMENT/LEASE

A cost category which typically reflects costs associated with the acquisition of capital equipment. Category also includes department contributions to the Capital Replacement and Information Technology Replacement Funds.

CBP

Acronym for U.S. Customs and Border Protection; refers to the Customs and Border Protection facility which provides security and facilitation operations and is charged with clearing international aircraft arrivals at the Addison Airport.

CERTIFICATES OF OBLIGATION (COS)

Similar to general obligation bonds except the certificates do not require voter approval.

CONTRACTUAL SERVICES

The costs related to services performed for the Town by individuals, businesses, or utilities.

COST

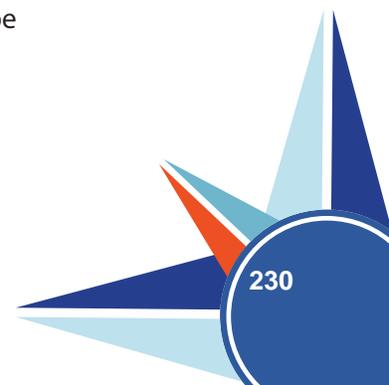
The amount of money or other consideration exchanged for property or services. Costs may be incurred even before the money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

CURRENT ASSETS

Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments, and tax receivables which will be collected within one year.

CURRENT LIABILITIES

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.



APPENDIX G: GLOSSARY OF TERMS

D

DART

Acronym for Dallas Area Rapid Transit, a mass transit authority serving the Dallas Metroplex which is funded through a 1 percent sales tax levied in participating cities.

DCAD

Acronym for Dallas Central Appraisal District, an agency that is responsible for appraising property for the purpose of ad valorem property tax assessment on behalf of the 61 local governing bodies in Dallas County.

DECISION PACKAGE

A decision package represents an increase or decrease in a department's scope of service or funding levels. A decision package may be a request for additional funding submitted by a department during the budget process for new or expanding programs or services.

DEBT SERVICE

The City's obligation to pay the principal and interest of all bonds or other debt instruments according to a pre-determined schedule.

DELINQUENT TAXES

Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

DEPRECIATION

Change in the value of assets (equipment, buildings, etc. with a useful life of five years or more) due to use of the assets.

DISD

Acronym for Dallas Independent School District, which serves most of Addison.

DWU

Acronym for Dallas Water Utilities, Addison's wholesale water supplier.

E

ENCUMBRANCES

Commitments related to unperformed contracts for goods and services used in budgeting. Encumbrances are not expenditures or liabilities but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUND

A governmental accounting fund in which the services provided are financed and operated similarly to those of private business. The rates of these services are established to ensure that revenues are adequate to meet all necessary expenditures.

EOR

Acronym for Engineer of Record, refers to the person responsible for design and construction phases of a project.

EXEMPT

Personnel not eligible to receive overtime pay and who are expected to work as necessary to complete their job assignments. Compensatory time-off, as partial compensation for overtime hours worked, may be allowed by the respective department head.

EXPENDITURES

Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.



APPENDIX G: GLOSSARY OF TERMS

F

FAA

Acronym for Federal Aviation Administration, an operating mode of the United States Department of Transportation which regulates aerospace.

FIXED ASSETS

Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

FRANCHISE

A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FTE

Acronym for full-time equivalent, a measurement of staffing. One FTE is a 40-hour per week position. A part-time position working 20 hours per week or a temporary full-time position working six months would be a 0.5 FTE.

FUND

A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities of balances, and charges therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE

The excess in a fund of current assets over current liabilities; sometimes called working capital in enterprise funds. A negative fund balance is often referred to as a deficit.

FY

Acronym for fiscal year, a 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The Town of Addison's fiscal year begins October 1st and ends the following September 30th.

G

GAAP

Acronym for Generally Accepted Accounting Principles, which are a collection of rules and procedures that set the basis for the fair presentation of financial statements. The accounting and reporting policies of the Town conform to the GAAP applicable to state and local governments.

GASB

Acronym for Government Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

GENERAL FUND

The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, health services, parks and recreation, street maintenance, and general administration.

GENERAL OBLIGATION BONDS

Bonds for the payment of which the full faith and credit of the issuing government is pledged. In issuing its general obligation bonds, the Town of Addison pledges to levy whatever property tax is needed to repay the bonds for a particular year. Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

GIS

Acronym for Geographic Information System which is any system that captures, stores, analyzes, manages, and presents data that are linked to location.

GFOA

Acronym for Government Finance Officers Association.

GOVERNMENTAL FUNDS

Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).



APPENDIX G: GLOSSARY OF TERMS

L

LEVY

The total amount of taxes, special assessments, or charges imposed by a government.

M

MAINTENANCE

The upkeep of physical properties in condition for use of occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

MODIFIED ACCRUAL ACCOUNTING

A basis of accounting in which expenditures are accrued but revenues are accounted for when they are measurable and available to pay current liabilities. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are measurable and available to pay current liabilities. This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

MDC

Acronym for Mobile Data Computer which is a computerized communication device installed in a police car. Officers use it to communicate with dispatch, receive GPS locations, directions, and critical information related to the call.

MUNIS

An enterprise resource planning (ERP) software offered by Tyler Technologies. This integrated ERP system manages core functions, including financials, procurement, HR, payroll, and revenues for the Town of Addison.

N

NCTCOG

Acronym for the North Central Texas Council of Governments, which is a voluntary association of, by, and for local governments, established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development.

NNR

Acronym for No-New-Revenue Rate. Previously referred to as the effective tax rate, this is the tax rate that would provide a taxing authority approximately the same amount of revenue it received the previous year on properties taxed in both years. This tax rate is expressed in dollars per \$100 of taxable value calculated.

NON-EXEMPT

Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

NTTA

Acronym for the North Texas Tollway Authority, which manages the Dallas North Tollway and the Addison Airport Toll Tunnel, which both run through Addison.

NTECC

Acronym for the North Texas Emergency Communications Center, which provides emergency communications services to the cities of Addison, Carrollton, Coppell and Farmers Branch.



APPENDIX G: GLOSSARY OF TERMS

O

OPERATING EXPENDITURE

These expenditures are ongoing costs related to running a program or system associated with daily operations.

ORDINANCE

A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges, usually require ordinances.

P

PVC

Acronym for polyvinyl chloride, a plastic compound used for water and sewer pipes.

PERSONNEL SERVICES

The costs associated with compensating employees for their labor.

P-CARD

Acronym for procurement card, a Town-issued credit card which allows employees to make small purchases in a cost-effective manner.

PROPRIETARY FUND

Operation that operates like a private commercial operation, in which services are financed through user charges and expenditures include the full cost of operations.

PURCHASE ORDER (PO)

A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

R

REVENUES

Increases in net financial resources. Revenues include the receipt of assets for goods sold or services provided in the current reporting period, intergovernmental grants, and interest income.

REQUEST FOR PROPOSAL (RFP)

A solicitation requesting a submittal of a proposal in response to the required scope of services that usually includes some form of cost proposal. An RFP requires published evaluation criteria. Price may be negotiated with firms to ensure the best value for the organization and may include a provision for the negotiation of Best and Final Offers. This may be a single step or multi-step process.

REQUEST FOR QUALIFICATIONS (RFQ)

Used to allow firms and individuals the opportunity to propose demonstrated competence and qualifications for the type of professional services to be performed at fair and reasonable prices.



APPENDIX G: GLOSSARY OF TERMS

S

SLIP LINING

The process of restoring deteriorated sewer (wastewater) lines. The process involves inserting a “sock” of special material through the length of line, which, when filled with hot water, cures to produce a hard, seamless pipe.

SPECIAL ASSESSMENT

A compulsory levy made against certain properties to defray part, or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL REVENUE FUND

A fund used to account for the proceeds of specific revenue sources that are legally restricted or formally committed to expenditures for specified purposes.

STREETSCAPE

The amenities of a street including landscaping, lighting, hardscape elements such as plazas, fountains, pedestrian walkways/trails/crosswalks, decorative paving and enhanced signage found within or near the street.

SUPPLIES

A cost category for minor items (individually priced at less than \$5,000) required by departments to conduct their operations.

SUSTAINABILITY

Practices that meet the needs of the present without compromising the ability of future generations to meet their needs.

T

TAXES

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessment.

TCEQ

Acronym for Texas Commission on Environmental Quality, a state agency responsible for enforcing federal and state environmental laws.

TIRZ

Acronym for Tax Increment Reinvestment Zone, which records all taxable value of property within the zone.

TOD

Acronym for Transit-Oriented Development. References the creation of compact, walkable, pedestrian-oriented, mixed-use communities centered around high-quality train systems.

TMRS

Acronym for Texas Municipal Retirement System.

TPID

Acronym for Tourism Public Improvement District, is a specific type of public improvement district created under state law designed to enhance and promote tourism and hotel-related activities within a designated area.

TRA

Acronym for Trinity River Authority, Addison's primary sewer treatment provider.

TXDOT

Acronym for Texas Department of Transportation, a state agency responsible for administering Addison Airport's FAA capital grants.



APPENDIX G: GLOSSARY OF TERMS

U

UCR

Acronym for Uniform Crime Reporting program generates reliable statistics for use in law enforcement.

UDC

Acronym for Unified Development Code which is a document that consolidates all development-related regulations including zoning and land use, subdivisions, design and development standards, and review procedures.

V

VAR

Acronym for Voter Approval Rate. Previously referred to as the rollback tax rate, the voter-approval tax rate is the maximum tax rate above the no-new-revenue tax rate that is allowed by law before voters must approve that new tax rate. This tax rate is expressed in dollars per \$100 of taxable value calculated.

GFOA Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Town of Addison, Texas, for its annual budget for the fiscal year beginning October 1, 2024. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

The Town was also awarded a Certificate of Achievement for Excellence in Financial Reporting by GFOA for its annual comprehensive financial report (ACFR) for the fiscal year ending September 30, 2024. The certificate is the highest form of recognition for excellence in state and local government financial reporting.

Together the award and the certificate are evidence of the Finance department's dedication to producing documents which effectively communicate the Town's financial condition to elected officials, city administrators and the general public.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Addison
Texas**

For the Fiscal Year Beginning

October 01, 2024

Christopher P. Morill

Executive Director

TOWN STAFF & Consultants

MAYOR & COUNCIL

Council	NAME	PROFESSION	TERM OF OFFICE
Mayor	Bruce Arfsten	Real Estate Broker	05/2025-05/2027
Mayor Pro Tempore	Marlin Willesen	Retired	05/2024-05/2026
Deputy Mayor Pro Tempore	Chris DeFrancisco	Bank President	05/2025-05-2027
Council Member	Howard Freed	Retired	05/2024-05/2026
Council Member	Darren Gardner	Business Consultant	05/2024-05/2026
Council Member	Dan Liscio	Sales Executive	05/2025-05/2027
Council Member	Randy Smith	Retired	05/2025-05/2027



TOWN STAFF

Town Staff	NAME & POSITION	CONTACT
Mayor's Office	Bruce Arfsten, Mayor	972-450-7000
City Secretary	Valencia Garcia, Interim City Secretary	972-450-7085
City Manager's Office	David Gaines, City Manager	972-450-7037
City Manager's Office	Ashley Shroyer, Deputy City Manager	972-450-7010
City Manager's Office	Passion Hayes, Deputy City Manager	972-450-2819
Airport	Jamie Edrosa, Director	972-392-4855
Development Services	Lesley Nyp, Director	972-450-2823
Economic Development	Wayne Emerson, Director	972-450-7034
Finance	Steven Glickman, Chief Financial Officer	972-450-7050
Fire	David Jones, Fire Chief	972-450-7201
General Services	Bill Hawley, Director	972-450-7016
Human Resources	Ashley Wake, Director	972-450-7085
Information Technology	Hamid Khaleghipour, Executive Director	972-450-2868
Marketing & Communications	Mary Rosenbleeth, Director	972-450-7032
Parks & Recreation	Janna Tidwell, Director	972-450-2869
Police	Chris Fries, Police Chief	972-450-7168
Public Works and Engineering	Becky Diviney, Director	972-450-2849
Special Events	Abby Morales, Director	972-450-6221

CONSULTANTS

Consultant	NAME & POSITION	CONTACT
Auditors	Forvis Mazars, LLP	972-702-8262
Bond Counsel	Bracewell, LLP - Julie Partain	214-758-1606
City Attorney	Wyatt Hamilton Findlay, PLLC - Whitt Wyatt	972-762-6418
Financial Advisors	Hilltop Securites Inc. - Nick Bulaich	817-332-9710



