CEDAR HILL
WHERE OPPORTUNITIES GROW NATURALLY

ADMINISTRATION
285 Uptown Blvd., Bldg. 100
Cedar Hill, TX 75104
O. 972.291.5100
F. 972.291.5199

NOTICE OF MEETING
CEDAR HILL CITY COUNCIL
TUESDAY, NOVEMBER 14, 2023
T.W. "TURK" CANNADY/CEDAR HILL ROOM
CEDAR HILL GOVERNMENT CENTER
285 UPTOWN BLVD. BLDG. 100
CEDAR HILL, TEXAS
7:00 P.M.

VISION STATEMENT: We envision Cedar Hill as a premier city that retains its distinctive character; where families and businesses flourish in a safe and clean environment.

MISSION STATEMENT: The mission of the City of Cedar Hill is to deliver the highest quality municipal services to our citizens and customers consistent with our community values.

AGENDA

1. **Call meeting to order.**

2. **Invocation:** Rev. Isaac Brefo Holistic Bible Ministry Cedar Hill.

3. **Pledge of Allegiance.**

4. **Presentation.**

   a. Present a Proclamation designating November 15, 2023, as Geographic Information Systems (GIS) Day in Cedar Hill.

5. **Citizens Forum/Public Comments.** *Citizens wishing to speak during this time should submit a Speaker Request Form to the City Secretary before the meeting begins. Public comments may also be submitted online at: cedarhilltx.com/publiccomment. All public comments submitted online by 3pm on City Council meeting dates will be distributed to the City Council and entered into record.*

6. Public Hearing.

a. Case No. PD-569-2023 – Conduct a public hearing and consider an application to amend Planned Development District No. 95-210 [Lake Ridge], designated for "SF-E" (Single-Family Residential District with minimum 1- acre lots), to permit fencing from the front line of the house to the public right-of-way for Lot 169 of the Lake Ridge Addition, Section 3, generally located on the north side of South Lakeview Drive, northwest of Sonterra Drive, with the approximate address being 2853 South Lakeview Drive. *Applicant/Property Owner: Peterick Fuller, The PF Family Trust* .

7. Consent Agenda.

The Consent Agenda includes routine items that may be acted upon with a single vote. Any council member may remove items from the Consent Agenda for separate discussion and consideration.

a. Consider approving the minutes for the October 10, 2023 and October 24, 2023 City Council meetings.

b. Consider authorizing the Mayor to execute an agreement with C Signs & Graphics to upgrade standard poles and street signs in the Cedar Crest Public Improvement District for an amount not to exceed $63,320.

c. Receive Quarterly Investment Report for the quarter ending September 30, 2023

d. Consider authorizing the Mayor to execute an Interlocal Purchasing Agreement with the City of Fort Worth.

e. Consider approving Resolution No. R23-701 declaring expectation to reimburse expenditures with proceeds of future debt.

f. Consider authorizing the Mayor to execute Work Authorization No. 24-01 in the amount of $105,210 with Grantham & Associates, Inc., for Kingswood Basin Infiltration and Inflow Analysis.

g. Consider authorizing the Mayor to execute Work Authorization No. 24-02 in the amount of $49,550 with Grantham & Associates, Inc., for the 702 E. Pleasant Run Road Drainage Improvement Project.

h. Case No. SP-596-2023 – Consider approving, in accordance with the Planning & Zoning Commission's recommendations, an application for a site plan (SP-596-2023) on property zoned "OT-Corr" (Old Town Corridor) District within the Uptown Overlay District and located on the north side of West Belt Line Road, west of Meadow Ridge Drive with the approximate address being 1111 West Belt Line Road. *Applicant/Property Owner: Stephanie Reese, The Reese Corp.*

i. Consider adoption of Ordinance No. 2023-798, for the abandonment and conveyance of right-of-way, Harrington Street, along and adjacent to 134 N. Potter Street and 204 N. Potter Street to the abutting property owners.

j. Case No. FP-595-2023 – Consider approving, in accordance with the Planning & Zoning Commission's recommendations, an application for a final plat (replat) for the Potter Addition, Lot 1 and 2, Block 1 on property zoned "OT-Res" (Old Town Residential) Sub-District located on the west side of North Potter Street, at the terminus of Harrington Street with the approximate address being 204 and 134 North Potter Street. *Applicants: Luke Keeton, Keeton Surveying Company, Property Owner: Reed Gary R Frances Revocable Trust.*

k. Consider authorizing the purchase of water utility equipment from Hydropro Solutions for FY2024, in

an amount not to exceed $370,379.

8. Regular Agenda.

a. Consider authorizing the purchase of Asphalt Street Improvements from Reynolds Asphalt & Construction Company in the amount of $3,350,000.

b. Consider authorizing the Mayor to execute a two-year professional services agreement with Plante & Moran, PLLC for implementation of Tyler Technologies, Inc. Enterprise ERP Software for an amount not to exceed $691,200.

9. Adjourn.

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act on the 10th day of November 2023.

Belinda Berg

City Secretary

This facility is wheelchair accessible. If you plan to attend this public meeting and you have a disability that requires special arrangements, please call 972-291-5100 Ext. 1011 or (TDD) 1-800-RELAY TX (1-800-735-2989) at least 48 hours in advance. Reasonable accommodations will be made to assist your needs.

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), IS PROHIBITED FROM CARRYING A HANDGUN INTO THE ROOM OR ROOMS IN WHICH ANY MEETING OF THE CITY COUNCIL OR ANY OTHER CITY BOARD OR COMMISSION THAT IS SUBJECT TO CHAPTER 551, TEXAS GOVERNMENT CODE (OPEN MEETINGS ACT) IS MEETING"

"DE CONFORMIDAD CON LA SECCIÓN 30.07, CÓDIGO PENAL (TRASPASO POR EL TITULAR DE LA LICENCIA CON UN ARMA DE MANO ABIERTA LLEVADA), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411, CÓDIGO GUBERNAMENTAL (LEY DE LICENCIA DE ARMAS DE MANO), ESTÁ PROHIBIDO LLEVAR UNA HABITACIÓN EN LA MANO CUALQUIER REUNIÓN DEL CONSEJO DE LA CIUDAD O CUALQUIER OTRA JUNTA O COMISIÓN DE LA CIUDAD QUE ESTÉ SUJETO AL CAPÍTULO 551, CÓDIGO DE GOBIERNO DE TEXAS (LEY DE REUNIONES ABIERTAS) "

PREMIER STATEMENTS
CEDAR HILL HAS DISTINCTIVE CHARACTER
CEDAR HILL IS SAFE
CEDAR HILL IS CLEAN
CEDAR HILL HAS VIBRANT PARKS, TRAILS AND NATURAL BEAUTY
CEDAR HILL HAS AN ENGAGED COMMUNITY
CEDAR HILL HAS EXCELLENT, SAFE & EFFICIENT INFRASTRUCTURE
CEDAR HILL HAS A STRONG AND DIVERSE ECONOMY
CEDAR HILL HAS TEXAS SCHOOLS OF CHOICE

CITY COUNCIL VALUES
PEOPLE AND RELATIONSHIPS

STEWARDSHIP
HIGHEST ETHICAL STANDARDS, BEHAVIOR, AND INTEGRITY
SERVANT LEADERSHIP

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the Cedar Hill Government Center bulletin board on the _____ day of _____, 2023, By:_____

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Present a Proclamation designating November 15, 2023, as Geographic Information Systems (GIS) Day in Cedar Hill.

Summary:
Geographic Information Systems (GIS) Day is an internationally recognized day to share real-world applications of GIS and inspire others to learn more about GIS technology. This year, November 15th is designated as GIS Day and the City of Cedar Hill will be participating in hosting an open gallery for Cedar Hill citizens, students and City employees to enjoy.

Recommended Action:
Present Proclamation.

Fiscal Impact

Fiscal Year: FY24
Funding Source: N/A
Amount Requested:

Department: Public Works
Contact Name: Rasheed Khaleel
Phone Number: (972) 291-5100 Ext 2821
Attachments: No
If yes, how many pages: N/A

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Case No. PD-569-2023 – Conduct a public hearing and consider an application to amend Planned Development District No. 95-210 [Lake Ridge], designated for "SF-E" (Single-Family Residential District with minimum 1-acre lots), to permit fencing from the front line of the house to the public right-of-way for Lot 169 of the Lake Ridge Addition, Section 3, generally located on the north side of South Lakeview Drive, northwest of Sonterra Drive, with the approximate address being 2853 South Lakeview Drive. *Applicant/Property Owner: Peterick Fuller, The PF Family Trust* .

Summary:
PRIOR CONSIDERATION:
On September 26, 2023, the City Council tabled the request to allow the applicant to meet with staff and make modifications to the proposed plan based on feedback during the public hearing.

Staff discussed, with the applicant, alternatives to restrict access to the property that would not require an amendment to the Planned Development. The alternatives included:

- Constructing a wrought iron gate across the driveway only
- Installing landscaping around the property in a configuration to create a solid screen
- Installing two-foot connected bollards around the property

The applicant did not deem the alternatives as acceptable and is proceeding with the request to modify the PD to allow for eight foot columns to be constructed approximately 16 feet on center, from the front of the building to the front property line. The applicant is no longer proposing wrought iron fencing between the columns. However, the columns still present as fencing and therefore still require the PD amendment. The fence would have an automatic wrought iron gate across the driveway for access.

A "PD" allows development and design considerations beyond the standard code requirements that could not be assured with the standard zoning. A condition of PD 95-210 reads as follows: ***No fencing shall be allowed from the front line of the house to the public right-of-way.*** This condition applies to all lots within the Lake Ridge PD. By amending this PD condition, the applicant would be permitted to construct a fence in their front yard that extends to the front property line adjacent to the South Lakeview Drive right-of-way.

The applicant contends that the fence is necessary to secure the property. Based on aerial photographs, there appears to only be one other front yard fence within the Cedar Hill portion of the Lake Ridge subdivision (1508 Cypress Bend).

On September 5, 2023, the Planning and Zoning Commission recommended denial by a vote of 6-0-0. The applicant filed a timely appeal in accordance with Section 2.3.9.2 of the Zoning Ordinance. Per Section 2.3.9.3 of the Zoning Ordinance, approval of the request which was recommended for denial by the Planning and Zoning Commission, shall require a three-fourths (3/4) majority vote of the City Council members present and voting.

On September 26, 2023, the City Council tabled the request to allow the applicant to meet with staff and make modifications to the proposed plan based on feedback during the public hearing.

Recommended Action:

Concur with the Planning and Zoning Commission's recommendation. Per Section 2.3.9 of the Zoning Ordinance, approval of the request which was recommended for denial by the Planning and Zoning Commission, shall require a three-fourths (3/4) majority vote of the City Council members present and voting.

If the City Council is inclined to approve the PD amendment for the originally requested wrought iron fence with columns, the major consideration is the uniqueness and position of the house on the subject property, as it compares to other properties within the subdivision. The wrought iron fence between columns approximately every 20 to 30 feet, is consistent with other fencing in the area. There is an architectural feature that extends from the front of the house to the front property line. This is the same area restricted for fencing per the PD. Possible future PD amendment requests for front yard fencing may not have the same unique site aspects that warrant similar consideration.

Attachments

Staff Report
Aerial Map
Zoning Map
Site Plan
Front Yard Exhibit
PD95-210 Ordinance
POA Letter
Conservation and Growth Map
Newspaper Notice
Property Owner Notification
Property Owner Notification List
Letters of Support

Department: Planning
Contact Name: Chasidy Benson **Phone Number:** (972) 291-5100 Ext. 1081
Attachments: Yes **If yes, how many pages:** 21

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider approving the minutes for the October 10, 2023 and October 24, 2023 City Council meetings.

Summary:
The following is a request for approval of the minutes for the October 10, 2023 and October 24, 2023 City Council meetings.

Recommended Action:
Approve minutes, as presented.

Attachments

Draft Oct 10, 2023
Draft Oct 24, 2023

Department: Administration
Contact Name: Belinda Berg **Phone Number:** (972) 291-5100 Ext. 1011
Attachments: Yes **If yes, how many pages:** 19

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the Mayor to execute an agreement with C Signs & Graphics to upgrade standard poles and street signs in the Cedar Crest Public Improvement District for an amount not to exceed $63,320.

Summary:
Cedar Crest Public Improvement District (PID) Board of Directors voted to approve C Signs & Graphics to replace existing standard poles with decorative black poles and adding black trim to all stop signs and street signs on Thursday, November 2nd. The project received approval during the budget allocation process.

This project is funded through a special assessment levied on all properties within the PID boundary. PIDs are established under the authority of Chapter 372 of the Local Government Code, upon the receipt of a petition from property owners requesting its establishment. The total project amount is not to exceed $63,320.

The attached agreement has been reviewed and approved as to form by legal counsel.

Recommended Action:
Authorize the Mayor to execute the agreement.

Fiscal Impact

Fiscal Year: 2024
Funding Source: CCPID
Amount Requested: $63,320

Attachments

Service Agreemente

Department: Neighborhood Services
Contact Name: Tia Brewer **Phone Number:** (972) 291-5100 Ext. 1099
Attachments: Yes **If yes, how many pages:** 8

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Receive Quarterly Investment Report for the quarter ending September 30, 2023

Summary:
The City is required to comply with Chapter 2256 of the Government Code, otherwise known as the Public Funds Investment Act. Provisions of that act require at a minimum quarterly reporting. The accompanying Quarterly Investment Report lists, in summary form and in detail, the investment position of the City of Cedar Hill's investment portfolios as of September 30, 2023.

The overall strategy of running the City's investment portfolios is governed by the City's Investment Policy and overseen by the City's investment committee. All investments are governed by state law and the City's Investment Policy which dictates the following investment objectives, in order of priority:

1. Safety of Principal
2. Liquidity
3. Return on Investments

As of September 30, 2023, the City held money market accounts, securities, and investments with a combined book value of $158,693,156. The majority of these funds are held in the City Funds Portfolio for a total of $113,726,006 (72%). The City Fund's Portfolio consists of operating funds, construction funds, and debt service funds. Joe Pool Nature Corridor Funds comprise $20,330,304 (13%) and the remaining investments of $24,636,845 (15%) are held in the 2023 Bond Funds.

The investment committee met on October 17, 2023, to review the September 2023 Quarterly Investment Report. During the meeting, the City's financial advisors, Vallie View Consulting, presented the market outlook, current holdings and historical trends with discussion from the investment committee members including investment strategy. The committee also reviewed the Public Funds Investment Act training status of committee members and any upcoming training opportunities. The committee voted to accept the Quarterly Investment Report via email after requested updates to the investment report were completed. The committee finds the Quarterly Investment Report to be in compliance with the Public Funds Investment Act and recommends that the City Council receive and accept the report, as presented.

Recommended Action:
Receive Quarterly Investment Report for the quarter ended September 30, 2023.

Attachments

Q4 Investment Report

Department: Finance
Contact Name: Chuck Fox **Phone Number:** (972) 291-5100 Ext. 1063
Attachments: Yes **If yes, how many pages:** 20

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the Mayor to execute an Interlocal Purchasing Agreement with the City of Fort Worth.

Summary:
The Texas Government Code, Section 791.011 allows local governments to contract with one another to perform governmental functions and services. The attached agreement allows both cities to "piggyback" on the purchase of goods and services through contracts that have been awarded by both cities.

Staff recently identified that the existing contract in Fort Worth for street sign materials and supplies was cheaper than our current vendor. Through the use of this Interlocal Purchasing Agreement, the City of Cedar Hill can more effectively use our financial resources to provide this service.

The attached Interlocal Purchasing Agreement has been reviewed and approved as to form by legal counsel.

Recommended Action:
Authorize the Mayor to execute the Interlocal Purchasing Agreement with the City of Fort Worth, as presented.

Fiscal Impact

Fiscal Year: N/A
Funding Source: N/A
Amount Requested: N/A

Attachments

Interlocal Purchasing Agreement

Department: Public Works
Contact Name: Tom Johnson **Phone Number:** (972) 291-5126 Ext. 2810
Attachments: Yes **If yes, how many pages:** 6

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider approving Resolution No. R23-701 declaring expectation to reimburse expenditures with proceeds of future debt.

Summary:
Included in the Capital Improvement Program are the following projects with funding identified from the sale of Certificates of Obligations Bonds in FY24.

- Cedar Hill Road Water Line Replacement & Street Reconstruction, Phase 2 ($1,400,000)
- 702. E. Pleasant Run Road Drainage Improvements ($450,000)
- Asphalt Street Improvement Project ($2,750,000)
- Signal Light @ N. Joe Wilson Road and Calvert Drive ($400,000)
- Contingency and Closing Costs ($1,000,000)

During our Capital Improvement Program Workshop and subsequent discussions with the City Council, staff were directed to implement these projects as quickly as possible. By approving Resolution No. R23-701, the City can begin incurring reimbursable expenditures for the projects listed above prior to the issuance of obligations to finance the projects. These expenditures will be reimbursed from bond proceeds in March 2024 after the closing date of the City's sale of certificates of obligation. The project budgets identified above include the cost of issuance of the bonds.

Recommended Action:
Approve Resolution No. R23-701 declaring expectation to reimburse expenditures with proceeds of future debt.

Fiscal Impact

Fiscal Year: 2024
Funding Source: Capital Funds
Amount Requested: $4,300,000

Fiscal Year: 2024
Funding Source: Water & Sewer Capital Funds
Amount Requested: $1,700,000

Attachments

Resolution

Department: Public Works
Contact Name: Tom Johnson **Phone Number:** (972) 291-5126 Ext. 2810
Attachments: Yes **If yes, how many pages:** 1

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the Mayor to execute Work Authorization No. 24-01 in the amount of $105,210 with Grantham & Associates, Inc., for Kingswood Basin Infiltration and Inflow Analysis.

Summary:
Included in the Capital Improvement Program (CIP) is an ongoing program to identify infiltration and inflow (I&I) of storm water into our wastewater collection system. Reducing the amount of storm water in our sanitary sewer collection system benefits the City by having lower sanitary sewer treatment costs and reducing the need for larger and more expensive infrastructure costs. The Trinity River Authority (TRA) periodically completes I&I studies of the entire sanitary sewer basins. The most recent I&I study that was completed for the Red Oak drainage basin clearly showed the impact of I&I on the system during large rain events. As a contributing city to the Red Oak Plant, the purpose of this contract is to identify local I&I issues and correct the deficiencies. Our current focus is the Red Oak Basin due to the fact that the treatment cost at the Trinity River Authority Red Oak Plant is so much higher than the Ten Mile Creek Plant and the Central Plant.

As a new approach to addressing I&I citywide, the 5-year CIP has built a program where one basin is selected to identify I&I improvements through smoke testing, pipeline video and manhole inspections. The consulting engineer will provide a report identifying all deficiencies. The following year, the deficiencies are programmed for repair. Systematically, another basin will be selected the following year for inspection and the process repeats itself.

The Kingswood Subdivision was selected as the first basin in this program. It does sewer to the Red Oak Treatment Plant and the infrastructure is old. The area that is included in the scope of work is identified on the attached Location Exhibit.

In accordance with the Master Agreement, Work Authorization No. 24-01 captures the scope of work to be performed by the consulting engineer, Grantham & Associates, Inc., for this project. The Work Authorization is in the amount of $105,210. In 2022, the City of Cedar Hill completed a Request for Qualification for Engineering Services for the next 5-year horizon. Grantham & Associates, Inc., was selected as one of the firms to provide these services.

The attached Work Authorization document has been reviewed and approved as to form by legal counsel.

Recommended Action:
Authorize the Mayor to execute Work Authorization No. 24-01 in the amount of $105,210 with Grantham & Associates, Inc., for Kingswood Basin Infiltration and Inflow Analysis.

Fiscal Impact

Fiscal Year: 2024
Funding Source: Water & Sewer Capital Funds
Amount Requested: $105,210

Attachments

Location Exhibit
Work Authorization No. 24-01

Department: Public Works
Contact Name: Tom Johnson **Phone Number:** (972) 291-5126 Ext 2810
Attachments: Yes **If yes, how many pages:** 8

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the Mayor to execute Work Authorization No. 24-02 in the amount of $49,550 with Grantham & Associates, Inc., for the 702 E. Pleasant Run Road Drainage Improvement Project.

Summary:
Included in the Capital Improvement Program are drainage improvements located at 702 E. Pleasant Run Road. As a result of the large storm event that occurred on August 22, 2022, the property owner contacted the City regarding the failure of a 66" (inch) storm drain pipe that was parallel to the alley serving residents along Cedarwood Drive in the Crestwood Place Subdivision. The existing pipe was a corrugated metal pipe that had completely rusted and caved in.

In November 2022, the City Council approved an emergency repair/replacement of the damaged corrugated metal pipe and the restoration of the property in the amount of $117,000. This was a temporary repair of the failed pipe section. Upon inspection of the rest of the storm drain pipe across the property, it was determined that the remaining pipe had deteriorated as well and requires replacement. Staff is recommending a new alignment of the pipe and replacing the corrugated metal pipe with a concrete pipe (in accordance with our current construction standards).

The City Council considered this project at the CIP Workshop last May and provided funding for this project in FY24. In accordance with the Master Agreement, Work Authorization No. 24-02 captures the scope of work to be performed by the consulting engineer, Grantham & Associates, Inc., for this project. The Work Authorization is in the amount of $49,550.

The attached Work Authorization document has been approved as to form by legal counsel.

Recommended Action:
Authorize the Mayor to execute Work Authorization No. 24-02 in the amount of $49,550 with Grantham & Associates, Inc., for the 702 E. Pleasant Run Road Drainage Improvement Project.

Fiscal Impact

Fiscal Year: 2024
Funding Source: Capital Funds
Amount Requested: $49,550

Attachments

Drainage Map
Work Authorization No. 24-02

Department: Public Works
Contact Name: Tom Johnson
Phone Number: (972) 291-5126 Ext 2810
Attachments: Yes
If yes, how many pages: 8

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Case No. SP-596-2023 – Consider approving, in accordance with the Planning & Zoning Commission's recommendations, an application for a site plan (SP-596-2023) on property zoned "OT-Corr" (Old Town Corridor) District within the Uptown Overlay District and located on the north side of West Belt Line Road, west of Meadow Ridge Drive with the approximate address being 1111 West Belt Line Road. *Applicant/Property Owner: Stephanie Reese, The Reese Corp.*

Summary:
The applicant is proposing to convert the existing two-story single-family residence to an office on the first floor and a residential unit in the upper story. With the conversion, the proposed improvements associated with vehicular circulation and parking will be required to accommodate the proposed use. The conversion of the first floor to office uses requires the addition of parking and approval of a site plan.

On November 7, 2023, the Planning and Zoning Commission recommended approval by a vote of 7-0 subject to the following conditions in the staff report.

Recommended Action:
Concur with the Planning and Zoning Commission's recommendations.

Attachments

PZ Draft Minutes
Staff Report
Aerial Map
Site Plan
Elevation Renderings
Building Elevations

Department: Planning
Contact Name: Maria Pena **Phone Number:** (972) 291-5100 Ext. 1081
Attachments: Yes **If yes, how many pages:** 16

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider adoption of Ordinance No. 2023-798, for the abandonment and conveyance of right-of-way, Harrington Street, along and adjacent to 134 N. Potter Street and 204 N. Potter Street to the abutting property owners.

Summary:
The portion of Harrington Street directly adjacent to 134 N. Potter Street and 204 N. Potter Street is currently unimproved. Public Works has stated that they do not plan on improving the street and therefore, the street can be abandoned.

This ordinance will abandon approximately 120 feet of Harrington Street directly adjacent to both of the referenced properties and convey ownership to the property owners of the adjacent lots.

Recommended Action:
Adopt Ordinance No. 2023-798, as presented.

Attachments

Ordinance 2023-798

Department: Planning
Contact Name: Maria Pena **Phone Number:** (972) 291-5100 Ext. 1081
Attachments: Yes **If yes, how many pages:** 7

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Case No. FP-595-2023 – Consider approving, in accordance with the Planning & Zoning Commission's recommendations, an application for a final plat (replat) for the Potter Addition, Lot 1 and 2, Block 1 on property zoned "OT-Res" (Old Town Residential) Sub-District located on the west side of North Potter Street, at the terminus of Harrington Street with the approximate address being 204 and 134 North Potter Street. *Applicants: Luke Keeton, Keeton Surveying Company, Property Owner: Reed Gary R Frances Revocable Trust.*

Summary:
The applicant has submitted a final plat (replat) to create one lot from an unplatted parcel and replat Lot 1, Block 23 of the Original Town Cedar Hill Addition. Between both lots is a portion of unimproved Harrington Street. The proposed Lot 1 is the unplatted parcel and the proposed Lot 2 is the platted parcel, as noted on the proposed Final Plat. Both lots are currently developed with one single-family residence. The applicant is proposing to expand the existing home on the proposed Lot 1, which triggered the final plat process.

The proposed expansion would encroach into the side (street) yard setback of 15-ft by approximately 1-ft and 6 inches on the Harrington Street side. The portion of Harrington Street directly adjacent to the proposed lots is currently unimproved. Public Works has stated that they do not plan on improving the street and therefore the applicant is requesting the portion of Harrington Street directly adjacent to both of his properties to be abandoned and incorporated into the properties. The right-of-way abandonment and conveyance ordinance will be considered by City Council on November 14, 2023.

A final plat defines the lot lines, establishes how roadway access will be provided to each lot, and delineates infrastructure provisions for water, sewer and drainage to and on each lot. Per Public Works, there is no public city infrastructure located within the portion of Harrington Street that is proposed to be abandoned. The subject property has access to all infrastructure required to serve the existing homes.

On November 7, 2023, the Planning and Zoning Commission recommended approval by a vote of 6-0-1, subject to the following conditions in the staff report.

Recommended Action:
Concur with the Planning and Zoning Commission's recommendation.

Attachments

PZ Draft Minutes
Staff Report
Aerial Map
Final Plat

Department: Planning
Contact Name: Maria Pena **Phone Number:** (972) 291-5100 Ext. 1081
Attachments: Yes **If yes, how many pages:** 11

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the purchase of water utility equipment from Hydropro Solutions for FY2024, in an amount not to exceed $370,379.

Summary:
The attached quote for the purchase of meters and registers for FY 2024, will be purchased in increments throughout the fiscal year, as needed. The total purchase of water meter equipment from all vendors will not exceed $370,379, which is the total budgeted amount for water meter equipment for FY 2024.

Hydropro Solutions is a member of the HGAC Cooperative.

Recommended Action:
Authorize the purchase of water utility meter equipment from Hydropro Solutions.

Fiscal Impact

Fiscal Year: 2024
Funding Source: Water & Sewer
Amount Requested: $ 370,379

Attachments

Hydropro Quote FY2024

Department: Utility Services
Contact Name: Rhonda Paul **Phone Number:** (972) 291-5100 Ext.1029
Attachments: Yes **If yes, how many pages:** 4

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the purchase of Asphalt Street Improvements from Reynolds Asphalt & Construction Company in the amount of $3,350,000.

Summary:
Over the past two years, city staff have been monitoring the condition of several asphalt arterial streets throughout the City. The following streets have had significant failures over the past two years due to increased traffic, heavy construction vehicles and poor subgrade material:

- Duncanville Road (Beltline Road to Bear Creek Road)
- Duncanville Road (Pleasant Run Road to Lakeview Drive)
- S. Joe Wilson Road (Little Creek Road to Bear Creek Road)
- Cockrell Hill Road (N. City Limits to Bridge south of Bear Creek Road)

Due to the accelerated deterioration of these street sections, the Street Department can no longer maintain these roadways. Over the past year, staff has been inundated with work requests from citizens to fix potholes, pavement separations and rough pavement surfaces. Street crews are addressing these concerns on a weekly basis and it has begun to impact our ability to get other work done throughout the City.

Staff is recommending that these streets be reconstructed as soon as possible. The attached Location Exhibit identifies the specific locations of the proposed street improvements. In 2022, staff completed a geotechnical investigation to determine a recommended street cross-section that can be maintained and handle the increased vehicle loading expected in the southeast quadrant of our city. The overall objective is to reconstruct each roadway so that it can be maintained until such time as the street is widened in accordance with the Throughfare Master Plan.

For the sections of streets that will be reconstructed, the scope of work is to remove 9" (inches) of base and subgrade material. The contractor will lime stabilize 8" (inches) of the subgrade and recompact. A 7" (inch) base course of Type B asphalt will be placed on the subgrade. The street will be completed with 2" (inches) of Type D asphalt surface course.

For the sections of streets that will be overlayed, the scope of work will require staff to make localized pothole repairs, milling 2" (inches) of asphalt and adding a new 2" (inches) of Type D asphalt surface course.

The cost estimate provided by Reynold Asphalt & Construction Company is as follows:

Street	Cost
Duncanville Road (Beltline Road to Bear Creek Road)	$1,898,172.80
Duncanville Road (Pleasant Run Road to Lakeview Drive)	$ 529,434.00

S. Joe Wilson Road (Little Creek Road to Bear Creek Road)	$ 440,025.30
Cockrell Hill Road (N. City Limits to bridge south of Bear Creek Road)	$ 184,700.40
Total	**$3,052,332.50**

In order to fund this project, on October 24, 2023, staff presented to City Council the following:

Use of Fund Balance	$ 600,000
FY24 Cert. of Obligation Bonds (C.O.) in 5-Year CIP	$1,250,000
Additional Funding through C.O.'s	$1,500,000
Total Construction Budget: (includes a 10% Const. Contingency)	**$3,350,000**

If approved, the project is scheduled to commence after the New Year. Duncanville Road from Beltline Road to Bear Creek will be closed to through traffic to allow the contractor to complete the work on a shorter schedule. All streets will be completed by Spring 2024.

Staff is recommending the use of the Interlocal Purchasing Agreement with the City of Grand Prairie for the proposed improvements.

Recommended Action:
Authorize the purchase of Asphalt Street Improvements from Reynolds Asphalt & Construction Company in the amount of $3,350,000.

Fiscal Impact

Fiscal Year: 2024
Funding Source: Capital Funds
Amount Requested: $3,350,000

Attachments

Locations Exhibit
S. Duncanville Road Proposal
N. Duncanville Road Proposal
S. Joe Wilson Rd. Proposal
Cockrell Hill Rd. Proposal

Department: Public Works
Contact Name: Tom Johnson **Phone Number:** (972) 291-5126 Ext 2810
Attachments: Yes **If yes, how many pages:** 12

CITY OF CEDAR HILL
CITY COUNCIL AGENDA ITEM

Agenda Date: 11/14/2023

Agenda Wording:
Consider authorizing the Mayor to execute a two-year professional services agreement with Plante & Moran, PLLC for implementation of Tyler Technologies, Inc. Enterprise ERP Software for an amount not to exceed $691,200.

Summary:
On January 24, 2023, the Mayor was authorized to execute a contract with Tyler Technologies, Inc. (Tyler) for the purchase and implementation of Enterprise ERP Software (EERP). EERP will replace the City's current software, Eden ERP system, also from Tyler. EERP's future benefits to the City include a user-friendly platform, increased functionality, and robust reporting including interactive charts and analytics. It is a cloud based software as a service (SaaS) solution which will create efficiencies for the City's IT department in the areas of access, equipment, system upgrades and security. The City will implement three major functional areas of EERP:

1. Financials (accounting, budgeting, purchasing, capital assets, accounts payable, and accounts receivable)
2. Payroll / Human Resources
3. Utility Billing Services

Implementation of EERP has been finalized with Tyler and is scheduled to begin in January 2024. The overall implementation timeline is estimated at two years, from January 2024 to December 2025. Each functional area has an implementation period of 12 months, with the functional areas overlapping in the two-year period.

Due to the significant impact that an ERP system implementation can have on services city-wide, it is beneficial to partner with an outside consultant to provide project management services. Through an RFP process, Plante & Moran, PLLC (Plante) was selected from a total of seven vendors that submitted responses to the RFP. Plante is the 13th largest certified public accounting and management consulting firm in the nation with extensive experience in providing ERP consulting services, including more than 35 governmental Tyler implementation projects.

This is a two-year contract with an amount not to exceed $691,200 including travel expenses, with a term date of November 14, 2023 to November 13, 2025. The contract includes Exhibit A, the City's original RFP and Plante's response to the RFP which details services that will be provided under this contract and the qualifications of Plante and of the team members that will be assigned to the City's consulting engagement.

The attached agreement has been reviewed and approved as to form by legal counsel.

Recommended Action:
Authorize the Mayor to execute a two-year agreement with Plante & Moran, PLLC for implementation of Tyler Technologies, Inc. Enterprise ERP Software for an amount not to exceed $691,200.

Fiscal Impact

Fiscal Year: 2024-2026
Funding Source: Bond - 2020 CO
Amount Requested: $691,200

Attachments

Plante Moran Professional Services Agreement

Department: Finance
Contact Name: Chuck Fox
Phone Number: (972) 291-5100 Ext. 1063
Attachments: Yes
If yes, how many pages: 84