

**NOTICE OF CITY COUNCIL BRIEFING SESSION  
OCTOBER 26, 2010  
T.W. "TURK" CANNADY-CEDAR HILL ROOM  
285 UPTOWN BLVD. – BLDG. 100  
CEDAR HILL, TEXAS  
6:00 P.M.**

**AGENDA**

- I. Call the meeting to order.
- II. Briefing on Business Retention Expansion Program (BREP).
- III. City Manager Reports:
  - a. City Council Calendar/Upcoming Events.
  - b. City Operations.
- IV. Conduct a briefing session to discuss agenda items for 7:00 p.m. regular meeting.
- V. Adjourn.

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act on the 22nd day of October 2010.

*Lyn Hill*  
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.

**NOTICE OF CITY COUNCIL MEETING  
OCTOBER 26, 2010  
T.W. "TURK" CANNADY-CEDAR HILL ROOM  
285 UPTOWN BLVD. – BLDG. 100  
CEDAR HILL, TEXAS  
7:00 P.M.**

***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.***

***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.***

**AGENDA**

- I. Call the meeting to order.
- II. Pledge of Allegiance.
- III. Invocation – Reverend Edsel Dureus - Thanksgiving Tabernacle Bible Fellowship.
- IV. Presentations:
  1. Presentation to Lora Appleton and Lorenzo Retana for their exemplary performance and successful completion of the Zula B. Wylie Public Library *GED FlashFwd!* program.
  2. Presentation on the Uptown Village Parade.
- V. Distinctive Character Presentation:
  1. Recognition of 2010 Country Day on the Hill Chairpersons and Committee.

VI. Consent Agenda:

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

1. Consider approving the minutes of the regular meeting of September 21, 2010 and the briefing and regular meetings of October 12, 2010.
2. Consider acceptance of the semi-annual report from the Cedar Hill Capital Impact Fee Advisory Committee.
3. Consider appointment to the Capital Impact Fee Advisory Committee.

VII. Citizens Forum.

VIII. Adjourn.

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act on the 22nd day of October 2010.

*Lyn Hill*  
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.

**PREMIER STATEMENTS**

**CEDAR HILL HAS DISTINCTIVE CHARACTER  
CEDAR HILL HAS EXCELLENT, SAFE & EFFICIENT MOBILITY  
CEDAR HILL IS SAFE  
CEDAR HILL IS CLEAN  
CEDAR HILL HAS TEXAS SCHOOLS OF CHOICE  
CEDAR HILL HAS VIBRANT PARKS AND NATURAL BEAUTY  
CEDAR HILL HAS A STRONG AND DIVERSE ECONOMY**

**CITY COUNCIL VALUES**

**CITIZEN INPUT AND PARTICIPATION  
ACCOUNTABILITY AND RESPONSIVENESS  
DIVERSITY AND RESPECT FOR INDIVIDUAL DIFFERENCES  
HIGHEST ETHICAL STANDARDS AND INTEGRITY  
TEAMWORK AND REGIONAL COOPERATION  
EXCELLENCE AND CONTINUOUS IMPROVEMENT**

**CITY OF CEDAR HILL  
REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA**

**Date of Request:** October 14, 2010

**Requested Agenda Date:** October 26, 2010

**Action Requested:** Presentation

**Agenda Item Wording:** Recognition of 2010 Country Day on the Hill Chairpersons and Committee.

**Summary of Item:** Present Certificates of Recognition to the executive committee, chairpersons, committee members and event partners for valued contributions to Country Day on the Hill 2010 and to the City of Cedar Hill.

**Recommended Action:** Present Certificates.

**Fund Source (if required)** N/A

**Briefing Item, Consent or Regular Agenda:** Presentation

**Director/Recommended Department:** Patricia M. Bushart/Main Street

**Contact and Phone Number.** Patricia M. Bushart 972-291-5100 ext. 1084

**Notes:**

**Attachments:** no (yes, no) If yes, how many pages: 0

**MINUTES  
CITY COUNCIL MEETING  
SEPTEMBER 21, 2010**

The City Council of the City of Cedar Hill, Texas met in regular session Tuesday, September 21, 2010, 7:00 p.m., T.W. "Turk" Cannady - Cedar Hill Room, 285 Uptown Blvd., Cedar Hill, Texas.

Present: Mayor Rob Franke, Mayor Pro Tem Daniel C. Haydin, Jr., Council Members Stephen Mason, Chris Parvin, Cory Spillman, Wallace Swayze and Clifford Shaw.

**I. Call the meeting to order.**

Mayor Franke called the meeting to order at 7:00 p.m., declaring it an open meeting, that a quorum was present and that the meeting notice was duly posted.

**II. Pledge of Allegiance.**

The Pledges of Allegiance to both the United States and Texas Flags were led by Boy Scout Troup 520.

**III. Invocation – Rev. Leroy Armstrong – *Proclaiming the Word Ministries*.**

The invocation was given by Rev. Leroy Armstrong of *Proclaiming the Word Ministries*.

**IV. Distinctive Character Presentation:**

Mayor Franke read the presentation item, identifying the recognition was for participants in the *National Parks and Recreation Month* program.

Parks and Recreation Director Rhoda Savage stated that earlier in the year the City Council declared July as National Parks and Recreation Month. The Parks and Recreation Department challenged the citizens to visit all the City parks and take photographs proving they were there. Citizens were also asked to take a trash bag to pick up litter while visiting. There were three groups that stood out and were being recognized for their distinctive character in visiting every one of the 30 parks.

Those being honored were:

- Mission Cedar Hill
- Chick-Fil-A
- Randy and June Moon

Mayor Franke stated that Mission Cedar Hill, a group of volunteers from High Pointe Baptist Church, historically took a mission trip every year. In 2005, they were looking for a way to minister here in their own city. For the past few years, they have worked on various projects in Cedar Hill. This year they prepared the Uptown Connector Trail and helped clean up the City parks.

Also being honored was Chick-Fil-A, represented by Amber Hatley and "Mr. Cow." The Mayor noted Chick-Fil-A is one of the most active businesses in the City and is continuously giving back to Cedar Hill.

The last honorees were Randy and June Moon. Mayor Franke stated the Moons are always present at City Council meetings and are very active citizens of Cedar Hill. He expressed appreciation for the relationship between them and the City.

Certificates of appreciations and baskets of goodies were given to the honorees.

Mayor Franke thanked the winners for their service and participation in the event, noting this is what the City Council describes as "distinctive character."

#### **V. Budget and Tax Matters:**

**Item 1** – This item was for the conduction of a public hearing on the Fiscal Year 2010-2011 Budget.

Mayor Franke gave background information stating this budget represents a significant reduction in the cost of operating the City. In the past several years, approximately 5 million dollars have been from the City budget. The tax base for the City, due to the economy, has dropped greatly. Costs have been cut, such as not filling open positions, not making purchases, not replacing equipment and vehicles and no increases in staff salaries.

City Council decided they did not want to decrease any services to the citizens. Therefore, while still maintaining the previously mentioned practice of no raises and purchases, it is necessary to have a small increase in the tax. There have only been decreases in City taxes since 1997. The proposed tax rate is 67 cents per \$100 valuation and is still 1.66% below the effective tax rate. The average homeowner will still see a slight decrease in their tax bill.

The Mayor opened the public hearing to anyone wishing to speak for or against the item.

There being no one to speak, the Mayor closed the public hearing.

Each of the City Council Members spoke regarding the tax rate, emphasizing the fact that Cedar Hill is a "public safety" city, maintaining a high quality of Police and Fire Department services. Praises for cutting costs and for their dedication to their jobs was given to City Staff.

**Item 2** – This item was for the adoption of Ordinance No. 2010-420 adopting the 2010-2011 Operating Funds' Budget expenditures for the fiscal year beginning October 1, 2010 and ending September 30, 2011.

Mayor Franke introduced the item and asked if there were questions by City Council.

There being none, a motion was made by Council Member Spillman to approve the item. The motion was seconded by Mayor Pro Tem Haydin and passed unanimously after the reading of the Ordinance by Kathleen Cervenka, Manager of Library Services.

**Item 3** – This item was to consider adoption of Ordinance No. 2010-421 adopting the 2010-2011 Capital Budget.

The Mayor read the item.

Mayor Pro Tem Haydin moved to adopt the Ordinance.

Council Member Mason seconded the motion.

After the reading of the Ordinance by Cervenka, the motion passed by unanimous vote.

**Item 4** – This item was to consider adoption of Ordinance No. 2010-422 levying a tax rate for Ad Valorem Taxes for the use and support of the municipal government for the 2010-2011 Fiscal Year.

Mayor Franke introduced the item and asked if there was any discussion by City Council.

There being none, he entertained a motion.

Council Member Parvin moved to adopt the Ordinance, seconded by Mayor Pro Tem Haydin.

Following the reading of the Ordinance by Cervenka, the motion passed unanimously.

**Item 5** – This item was to conduct a public hearing and consider adoption of Ordinance No. 2010-423, adopting a 5-year plan, adopting a budget for FYE 2011, and levying a special assessment for Cedar Hill Public Improvement District No. 1, otherwise known as High Pointé PID.

The Mayor opened the public hearing and asked if there were citizens wishing to speak either for or against the item.

There being no one to speak, he closed the public hearing.



A motion was made by Mayor Pro Tem Haydin, seconded by Council Member Spillman to adopt the Ordinance.

Following the reading of the Ordinance by Cervenka, the motion passed unanimously.

**Item 6** – This item was to conduct a public hearing and consider adoption of Ordinance No. 2010-424, adopting a 5-year plan, adopting a budget for FYI 2011, and levying a special assessment for Cedar Hill Public Improvement District No. 2, otherwise known as Waterford Oaks PID.

Mayor Franke introduced the item and asked if there was anyone wishing to speak for or against the item.

There being no one to speak, he closed the public hearing.

Council Member Mason moved to adopt the item, seconded by Mayor Pro Tem Haydin.

Following the reading of the Ordinance by Cervenka, the motion passed unanimously.

## **VI. Consent Agenda.**

Mayor Franke asked if there was any item needing to be pulled for separate consideration.

Council Member Parvin requested items 6 and 7 be removed.

The Mayor read Consent Agenda items 1-5.

**Item 1** – was to consider approving the meeting minutes of August 24, 2010.

**Item 2** – was to consider adopting Resolution No. R10-310, approving the City of Cedar Hill Investment Policy.

**Item 3** – was for approving the list of brokers/dealers authorized to buy/sell securities from/to the City of Cedar Hill.

**Item 4** – was to consider a request for matching grant reimbursement from Wild Flower Neighborhood Crime Watch.

**Item 5** – was to consider a request for matching grant funds for Cedar Trails Neighborhood.

Mayor Pro Tem Haydin moved to approve items 1-5. Council Member Swayze seconded the motion which passed by unanimous vote.

The Mayor noted that Council Member Parvin was abstaining from voting on the minutes as he was not present at that meeting.

**Item 6** – was to consider approving the submission of an application to the Distributed Renewable Energy Technology Stimulus Grant Program for the integration of renewable solar energy technology.

Mayor Franke introduced Item 6.

Council Member Parvin stated his reason for pulling this item was because of the current budget situation and state of the economy. His concern was the matching grant funds that would be required.

City Manager Sims addressed the matching funds issue. He stated spending 20% against a grant and someone else paying the 80% was a good trade.

There was discussion regarding the life of the solar panels as well as the fact that the 20% match is something the City would only have to pay if Cedar Hill was selected. The City Council would consider accepting the grant and matching funds at that time.

A motion was made by Council Member Spillman and seconded by Mayor Pro Tem Haydin to approve Consent items 6.

The motion passed by the following vote:

For: Mayor Franke, Mayor Pro Tem Haydin, Council Members Mason, Spillman, Shaw and Swayze.

Against: Council Member Parvin.

**Item 7** – was to consider approving a contract with McKinstry for professional services to provide grant writing and submittal services for the Distributed Energy Technology Stimulus Grant program of the State Energy Conservation Office (SECO).

The Mayor introduced Item 7.

Upon a motion by Council Member Mason, seconded by Council Member Shaw, the motion passed by the following vote:

For: Mayor Franke, Mayor Pro Tem Haydin, Council Members Mason, Spillman, Shaw and Swayze.

Against: Council Member Parvin.

## **VII. Citizens Forum.**

Mayor Franke went over the rules of the Citizens Forum emphasizing no action could be taken on any of the comments.

No one spoke at the Citizens Forum.

**VIII. Regular Agenda:**

**Item 1** – was to consider a request by Sports Clips for an exception to the City of Cedar Hill Sign Regulations Section 4-244 (2), a. Attachment A that limits the maximum sign area to 240 Square feet to allow a sign with an area of 425 square feet on Lot 1, Block B, Cedar Hill Village, more commonly known as 213 N. Hwy 67.

Mayor Franke introduced the item.

Applicant Ralph McBroom explained this is a multi-tenant sign. Approval of this item would add a fifth panel of 65 square feet. His business has suffered from lack of appropriate signage. His investment would be \$7,000.

There was lengthy discussion regarding this item.

A motion was made by Council Member Parvin to grant the exception with a special request that Staff check all the other signs to verify no further sign violations exist.

Mayor Franke clarified this motion would grant approval of the new panel and also the existing non-conforming panel.

The motion was seconded by Council Member Shaw and passed unanimously.

**Item 2** – was to consider approving a proposal from Dannenbaum Engineering for environmental and design services for West FM1382 Enhancement Project Phase I.

Mayor Franke introduced the item.

A motion was made by Mayor Pro Tem Haydin, seconded by Council Member Spillman to approve the proposal.

The item passed unanimously.

**VIII. Adjourn.**

Upon a motion by Mayor Pro Tem Haydin and second by Council Member Swayze, the meeting adjourned by unanimous vote.

Approved \_\_\_\_\_  
Rob Franke, Mayor

**ATTEST:**

\_\_\_\_\_  
Lyn Hill, City Secretary

**MINUTES  
CITY COUNCIL BRIEFING SESSION  
OCTOBER 12, 2010**

The City Council of the City of Cedar Hill, Texas met in briefing session Tuesday, October 12, 2010, 6:00 p.m. in the T.W. "Turk" Cannady Cedar Hill Room, 285 Uptown Blvd., Bldg. 100, City of Cedar Hill, Texas.

The following members of the City Council were present, to wit: Mayor Rob Franke, Mayor Pro Tem Daniel C. Haydin, Jr., Council Members Stephen Mason, Chris Parvin, Clifford Shaw and Cory Spillman.

Absent: Council Member Wallace Swayze

**I. Call the meeting to order.**

Mayor Franke called the meeting to order at 6:00 p.m., declaring it an open meeting, that a quorum was present and that the meeting notice was duly posted.

**II. Presentation by the City of Cedar Hill Tourism Committee.**

City Manager Sims briefed the City Council on the formation of the Tourism Committee and introduced the Committee members.

Different aspects of the Committee's efforts were itemized by the following presenters:

Anita Hall  
Roy Wilson  
Miranda Auzenne  
Amanda Skinner  
Michaela Dollar

Dollar finished the briefing with a video created for advertisement purposes.

Sims stated the Committee had made significant accomplishments, but they were recommending that a formal Tourism Advisory Board be established to continue what was started. Each current committee member has expressed the desire to continue to serve in that capacity.

Mayor Franke spoke regarding past experiences from the early 1990's when Chris Rose was Cedar Hill's mayor. A group of citizens got together to discuss how to get the economy going in Cedar Hill and establish something other than just the residential tax base. This group was responsible for what is now happening in the City of Cedar Hill.

The Mayor stated that what the Committee had started is the concept of how we start focusing on a very important piece of the economy of Cedar Hill.

Addressing all the persons who served on the Committee, Sims stated this was a time-consuming effort, and their willingness to participate was greatly appreciated.

Mayor Franke identified the next step would be to look at producing a resolution for approval by the City Council, which would set up the formation of this board.

### **III. Update on solid waste services.**

Assistant City Manager Melissa Stephens updated the City Council on the process of the solid waste contract and expressed appreciation to Steve Keller and Mike Holbrook of Waste Management for their assistance. She asked for City Council direction and presented two options for consideration.

There was discussion by City Council with the general consensus to go with Option 2, consisting of:

Once a week trash pick-up  
Once a week cart recycling  
Once a week bulky item pick-up  
Once a month bulky trash pick up

The solid waste contract does not expire until October of 2011.

Stephens will finalize the contract specifications.

Mayor Franke noted the subject was discussed at the City Council workshop. City Council expressed satisfaction with the services of Waste Management and did not feel the need to go out for bid.

Mayor Pro Tem Haydin stated he understood the purpose of recreating the contract was to reduce the number of heavy trucks on City streets and to increase the recycling process.

City Council agreed this would be sent out to the citizens for informational purposes and feedback.

### **IV. City Manager Reports:**

#### **a. City Operations.**

- City Manager Sims introduced the newest part of the City of Cedar Hill Staff, Public Works Director Elias Sassoon. Noting Sassoon has 30 years of experience in municipal employment, Sims stated that

breaks down to 5 years with the City of Fort Worth and 25 years with the City of Dallas.

Sassoon expressed his pleasure with being part of the City Staff, stating he has been very warmly accepted.

- Sims recognized EMS Chief Kevin Cunningham who was featured in the monthly "Texas Fire Chief Magazine." The main story is regarding infectious disease and was written by Cunningham.

**a. City Council Calendar/Upcoming Events.**

- There was no discussion on the City Council calendar.

**V. Conduct a briefing session to discuss agenda items for the 7:00 p.m. regular meeting.**

City Manager Sims stated he would not be reviewing the agenda unless there were questions from City Council.

Mayor Franke asked if any member wished to have an item removed from Consent Agenda.

Council Member Mason asked questions regarding the procedure for board appointments, referencing Consent Item 2 regarding the High Pointé Public Improvement District.

Those were addressed by the Mayor.

**VI. Adjourn.**

Upon a motion by Mayor Pro Tem Haydin and second by Council Member Parvin, the briefing session adjourned by unanimous vote at 7:10 p.m.

**Approved:** \_\_\_\_\_  
**Rob Franke, Mayor**

**Attest:** \_\_\_\_\_  
**Lyn Hill, City Secretary**

**MINUTES  
CITY COUNCIL MEETING  
OCTOBER 12, 2010**

The City Council of the City of Cedar Hill, Texas met in regular session Tuesday, October 12, 2010, 7:00 p.m., T.W. "Turk" Cannady - Cedar Hill Room, 285 Uptown Blvd., Cedar Hill, Texas.

Present: Mayor Rob Franke, Mayor Pro Tem Daniel C. Haydin, Jr., Council Members Stephen Mason, Chris Parvin, Cory Spillman, and Clifford Shaw.

Absent: Council Member Wallace Swayze

**I. Call the meeting to order.**

Mayor Franke called the meeting to order at 7:11 p.m., declaring it an open meeting, that a quorum was present and that the meeting notice was duly posted.

The Mayor welcomed Dallas County Commissioner Ken Mayfield, noting there would be a presentation with him later in the meeting.

**II. Pledge of Allegiance.**

The Pledges of Allegiance to both the United States and Texas Flags were led by Council Member Chris Parvin.

**III. Invocation – Randy Jordan – City of Cedar Hill Fire Marshall.**

The invocation was given by City of Cedar Hill Fire Marshall Randy Jordan.

**IV. Presentation:**

This item was to receive a presentation and consider adoption of Resolution No. R10-311 approving the execution of an Interlocal Agreement with Dallas County authorizing funding for the Red Oak Creek Trail.

Parks Director Rhoda Savage presented the Resolution and Agreement. She acknowledged Don Heitzman and Don Ripple of the Cedar Hill Community Development Corporation.

Savage recognized Dallas County attendees, Commissioner Ken Mayfield, Tracy Pounder, Marilyn Little, Johnny Wallace and Dana Dempsey.

Savage also introduced the following persons from the Cedar Hill Parks and Recreation Advisory Board: Dustin Ledbetter, Kiphani Allen and Jesse Shumway

Thanking all representatives for their attendance and support of the Red Oak Creek Trail project, Savage asked them to be seated in the front row for the presentation. She stated the project began five years ago and noted the referenced trail is part of the Comprehensive Trail Plan. Savage gave a briefing on the location of the trail and the process for obtaining the funding.

Savage stated that Dallas County shares in the vision to have walkable communities and their strategic plan states a goal of having trails.

Council Member Spillman moved to adopt the Resolution authorizing the Interlocal Agreement.

The motion was seconded by Mayor Pro Tem Haydin.

Commissioner Mayfield emphasized this is not the "Red Oak Trail" but rather "The Red Oak Creek Trail." Pointing out Dana Dempsey, Tracey Pounders and Johnny Wallace, Mayfield noted they each have Cedar Hill connections.

Mayfield said this is historic as this is the first County trail in Cedar Hill. The Board that makes the funding decision has approximately \$2.6 million to give each year. They voted to give Cedar Hill \$2.5 – basically the entire funding available. The other \$100,000 is in administration costs. Mayfield stated this has never been done before. He also offered the services of his Road and Bridge District as well as community service workers to help with the labor.

Mayor Franke stated Mayfield has made many contributions other than just the trail project, having participated in various road and park projects. He thanked the Commissioner for his participation in all these.

Mayor Franke called for a vote on the motion which passed unanimously.

Following the vote, there was a ceremonial signing of the document by Mayfield and the Mayor.

#### **V. Distinctive Character Presentation:**

This item was to present Certificates of Recognition to Taahira Walker, fourth-grade student of Highlands Elementary School, and Emmanuel Pina, sixth-grade student of Beltline Intermediate School – S.T.A.R. Student Awards for the month of October.

Mayor Franke briefed the participants on the scope of the honor, stating they were chosen out of 8,000 students in the Cedar Hill Independent School District to be honored in October.

Both students came forward. Council Member Parvin made the presentation to Taahira Walker and Mayor Pro Tem Haydin presented to Emmanuel Pina.

The students were presented with framed plaques and star trophies. They introduced their family members and school faculty in attendance.



**VI. Public Hearing:**

This item was for Case No. 10-13 to conduct a public hearing and consider a request for a Conditional Use Permit (CUP) to serve alcoholic beverages in conjunction with a restaurant. The restaurant is zoned Local Retail and is located at 531 East Belt Line Road, Cedar Hill, Texas; requested by Maria C. Macias on behalf of Don Chano Mexican Restaurant.

Mayor Franke introduced the item, opened the public hearing and asked if the applicant wished to address the audience.

A friend of the applicant identified this was a small restaurant, and they wished to serve alcoholic beverages.

The Mayor asked if anyone wished to speak for or against the item.

There being no one to speak, he closed the public hearing.

There was brief discussion and Mayor Pro Tem Haydin made a motion to approve the item, seconded by Council Member Mason.

The item passed by unanimous vote.

**VII. Consent Agenda.**

Mayor Franke asked if there was any item needing to be pulled for separate consideration.

No one asked for an item to be considered separately.

The Mayor introduced the Consent Agenda as follows:

1. Consider approving the special meeting minutes of August 24, 2010 and September 20, 2010, the briefing minutes of August 24, 2010 and September 21, 2010, and regular meeting minutes of September 14, 2010.
2. Consider adoption of Resolution No. R10-312, approving appointments to the Board of Directors of the Cedar Hill Public Improvement District No. 1, otherwise known as High Pointé Public Improvement District.
3. Consider a request by Sandler Southwest for an exception to the City of Cedar Hill Sign Regulations Section 4-243, (5) that prohibits off-site signs to allow the use of a multi-tenant sign on Lot 2, Block A, Cedar Hill Town Center more commonly known as 650 Uptown Blvd.

4. Consider adopting Resolution R10-313 endorsing the Transportation Advocates of Texas, Inc. education campaign to inform Texans of transportation needs and urging the 82nd Legislature to enact revenue measures to fund transportation investment.

A motion was made by Council Member Mason and seconded by Mayor Pro Tem Haydin to approve the Consent Agenda.

The motion passed by the following vote:

For: Mayor Franke, Mayor Pro Tem Haydin, Council Members Mason, Shaw, Spillman and Parvin.

Abstaining from voting on the August 24, 2010 minutes was Council Member Parvin, who was not in attendance at that meeting.

**VIII. Citizens Forum.**

Mayor Franke went over the rules of the Citizens Forum emphasizing no action could be taken on any of the comments.

Casey Zandt of Community Waste Disposal (CWD) addressed the City Council regarding the 2011 solid waste contract.

**IX. Adjourn.**

Upon a motion by Mayor Pro Tem Haydin and second by Council Member Parvin, the meeting adjourned by unanimous vote at 8:23 p.m.

Approved \_\_\_\_\_  
**Rob Franke, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Lyn Hill, City Secretary**

CITY OF CEDAR HILL  
REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA

**Date of Request:** October 14, 2010                      **Requested Agenda Date:** October 26, 2010

**Action Requested:** Approval of Report

**Agenda Item:** Consider acceptance of the semi-annual report from the Cedar Hill Capital Impact Fee Advisory Committee.

**Summary of Item:** The City of Cedar Hill collects impact fees to help offset some of the costs associated with expanding water, wastewater and roadway systems to accommodate new growth and development.

State statutes require cities that impose impact fees to perform a semi-annual review to identify any perceived inequities in the implementation of the *Impact Fee Capital Improvements Plan* or the imposing of impact fees.

On October 12, 2010, the Cedar Hill Capital Impact Fee Advisory Committee met and reviewed the Plan and, by a vote of 5-0, approved the report and stated they found no perceived inequities.

Attached for your reference are:

- Capital Impact Fee Advisory Committee report;
- Attachments to the report detailing the available monies and projects identified in the CIP; and
- Draft minutes of the October 12, 2010, Capital Impact Fee Advisory Committee meeting supporting this report.

**Recommended Action:** Accept the report.

**Fund Source (if required)** N/A

**Briefing Item, Consent or Regular Agenda:** Consent Agenda  
**Director/Recommended Department:** Rod W. Tyler, Director of Planning  
**Contact and Phone Number:** Rod W. Tyler, 972-291-5100 ext. 1083  
**Notes:**

**Attachments:** yes                      **If yes, how many pages:** 5



**Capital Impact Fee Advisory Committee**  
October 12, 2010  
**Semiannual Report**

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In accordance with Chapter 395 of the Texas Local Government Code, the **Capital Impact Fee Advisory Committee** of the City of Cedar Hill convened on October 12, 2010 to evaluate the progress of the Impact Fee Capital Improvements Plan and determine if there were any perceived inequities in implementing the plan or imposing impact fees. Five committee members were present.

After reviewing tables I and II of the March 31, 2010 "Capital Recovery Fees Sources and Uses of Funds" (attached), the Committee is satisfied with the progress being made in the Impact Fee Capital Improvements Plan.

After reviewing impact fee collection process with city staff, the Committee is satisfied that there are no perceived inequities in implementing the plan or imposing impact fees.

  
Michael Lemmon, Acting Chairman  
Capital Impact Fee Advisor Committee

Attest:

  
Belinda L. Huff  
Planning Secretary

**CITY OF CEDAR HILL, TEXAS  
CAPITAL RECOVERY FEES  
SOURCES AND USES OF FUNDS  
AS OF MARCH 31, 2010**

**March, 2010  
TABLE I**

<b>TRANSACTION</b>	<b>STREETS</b>	<b>WATER</b>	<b>WASTEWATER</b>	<b>TOTAL</b>
Impact Fees Collected	10,341,953.46	8,269,953.05	3,534,580.80	22,146,487.31
Investment Earnings	1,719,802.34	1,716,840.00	1,030,870.77	4,467,513.11
Miscellaneous Revenue		995.00	-	995.00
<b>Subtotal-total resources</b>	<b>\$12,061,755.80</b>	<b>\$9,987,788.05</b>	<b>\$4,565,451.57</b>	<b>\$26,614,995.42</b>
Use of resources:				
Transfer to Debt Service Fund	3,808,414.00	-	-	3,808,414.00
Completed Projects:				
Water Projects:				
Meadowcrest Pump Station	-	387,551.00	-	387,551.00
Highway 67 and Joe Wilson Water Line	-	62,449.00	-	62,449.00
Mansfield Road Water Line	-	751,037.68	-	751,037.68
Highway 67 Water Line	-	145,765.26	-	145,765.26
Joe Wilson Water Line-Phase I	-	576,708.79	-	576,708.79
South Lakeridge Parkway Water Line	-	520,593.82	-	520,593.82
2 MG Elevated Tank (Parkerville)	-	1,123,188.50	-	1,123,188.50
Joe Wilson Water Line-Phase II	-	284,914.70	-	284,914.70
Beltline Road Water Line	-	356,448.44	-	356,448.44
Joe Wilson Water Line-Phase III	-	750,000.00	-	750,000.00
Flameleaf Ground Storage & Pump Station	-	2,824,700.43	-	2,824,700.43
Duncanville Road Water Line	-	176,203.10	-	176,203.10
US 67 24-inch Water Line	-	1,505,000.00	-	1,505,000.00
Sewer Projects:				
Mountain Creek Sewer Station	-	-	1,195,760.00	1,195,760.00
FM 1382 Trunk Sewer and Lift Station	-	-	24,240.00	24,240.00
Stewart Branch Sewer Line	-	-	614,224.64	614,224.64
Bear Creek Sewer Lines	-	-	159,344.90	159,344.90
Baggett Branch Sewer Trunk	-	-	70,601.72	70,601.72
Active Projects:				
Water Projects:				
None				
Sewer Projects:				
Bee Branch TRA Interceptor			-	-
Lake Ridge Lift Station & 10" Force Main (07S2)			-	-
Other costs:				
Impact fee studies	263,820.36	118,292.32	120,600.95	502,713.63
Other	11,904.33	27,069.70	10,836.16	49,810.19
<b>Subtotal-total uses</b>	<b>4,084,138.69</b>	<b>9,609,922.74</b>	<b>2,195,608.37</b>	<b>15,889,669.80</b>
<b>Balance as of March 31, 2010</b>	<b>\$7,977,617.11</b>	<b>\$377,865.31</b>	<b>\$2,369,843.20</b>	<b>\$10,725,325.62</b>

**CITY OF CEDAR HILL  
 CAPITAL RECOVERY FEES  
 REVIEW OF MAXIMUM ALLOWABLE FEES**

**March, 2010  
 TABLE II**

	<b>MAXIMUM FEE</b>	<b>CURRENT FEE IN EFFECT</b>	<b>FEES BEGINNING OCTOBER 2008</b>	<b>FEES BEGINNING OCTOBER 2007</b>	<b>FEES BEGINNING SEPTEMBER, 2002</b>	<b>FEES BEGINNING OCTOBER, 1998</b>	<b>PREVIOUS FEE IN EFFECT</b>
WATER (LUE)	2,916.00	1,860.00	1,569.00	1,277.00	869.00	769.00	702.00
WASTEWATER (LUE)	1,258.00	759.00	633.00	507.00	331.00	231.00	298.00
<b>STREETS (VEHICLE MILE):</b>							
<b>New Service Areas:</b>							
Service Area 1	1,016.00	577.00	481.00	385.00	250.00		
Service Area 2	984.00	577.00	481.00	385.00	250.00		
Service Area 3	1,037.00	577.00	481.00	385.00	250.00		
Service Area 4	814.00	577.00	481.00	385.00	250.00		
<b>Old Service Areas:</b>							
Service Area 1						200.00	
Service Area 2						200.00	
Service Area 3						200.00	
Service Area 4						200.00	
Service Area 5						200.00	
Service Area 6						200.00	
Service Area 7						200.00	
Service Area 8						200.00	
Service Area 9						200.00	

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**MINUTES**  
**Capital Impact Advisory Committee**  
**Meeting of October 12, 2010**

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*The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas met on Tuesday, October 12, 2010, at 4:00 p.m. in Conference Room "D" at the Cedar Hill Government Center, 285 Uptown Blvd. Bldg. 100, Cedar Hill, Texas 75104.*

*Present: Committee members Al Armistead, Greg Patton, Don McGee, Mike Lemmon and Scott Emmons.*

*Absent: Chairman Elton Long*

*The following City staff members were present: Rod Tyler, Belinda Huff and Hardy Browder.*

**I. Call the meeting to order.**

Acting Chairman Lemmon called the meeting to order at 4:00 p.m., declaring it an open meeting in which a quorum was present and the meeting notice duly posted.

**II. Approve the minutes of the March 31, 2010 meeting.**

A motion was made by Al Armistead to approve the minutes of the March 31, 2010 meeting, as presented. Greg Patton seconded the motion. The vote was as follows:

Vote: Ayes: 5  
Nays: 0

Acting Chairman Lemmon declared the motion unanimously approved.

**III. Review and discussion of Capital Improvement Plans and Fees collected.**

Hardy Browder, Director of Finance, reviewed with the Committee two tables, Table I, sources and uses of funds and Table II, review of maximum allowable fees.

**IV. Review and discussion of inequities discovered in fees.**

The Committee did not discover any inequities in the fees.

**V. Consider approving report.**

A motion was made by Greg Patton to approve the report, as presented. Scott Emmons seconded the motion. The vote was as follows:

Vote: Ayes: 5  
Nays: 0

Acting Chairman Lemmon declared the motion unanimously approved.

**VI. Adjourn**

There being no further business, Acting Chairman Lemmon adjourned the meeting at 4:06 p.m.

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Acting Chairman Michael Lemmon

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Belinda L. Huff  
Planning Secretary



**CITY OF CEDAR HILL  
REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA**

**Date of Request:** October 21, 2010

**Requested Agenda Date:** October 26, 2010

**Action Requested:** Consider appointment.

**Agenda Item Wording:** Consider appointment to the Capital Impact Fee Advisory Committee.

**Summary of Item:** This committee was established by the City for purposes of reviewing and making recommendations to the City Council on adoption and amendment of the City's impact fee program. The Mayor has recommended that Scott James of James Plumbing and Irrigation be appointed at this time. Mr. James is a business owner, longtime Cedar Hill resident and former member of the City Council.

**Recommended Action:** Appoint Scott James to the Capital Impact Fee Advisory Committee.

**Fund Source (if required):** None

**Consent Agenda**

**Director/Recommended Department:**

**Alan E. Sims, City Manager**

**Contact and Phone Number:**

**Alan E. Sims, 972.291.5100, Ext 1012**

**Notes:**

**Attachments:** No