



Agenda Report

Agenda of: March 11, 2025

Department: Administration

Subject: Discuss and take appropriate action to approve a contract with Schaumburg & Polk for engineering services.

Recommended Motion: This will be on the consent agenda. If it is removed, the motion would be: I move to approve the proposed contract with Schaumburg & Polk, Inc for engineering services.

Background: Staff has struggled with getting plans reviewed within an acceptable timeframe by KFRIESE. These delays have jeopardized the City's statutory authority for review and approval of developer plans including Planned Unit Developments (PUDs). In 2019, the Texas Legislature passed H.B. 3167, significantly amending the statutes governing municipal platting and subdivision requirements. This bill, among other things, broadened the applicability of platting regulations to plans as well as plats, introduced a strict timeframe for plat and plan approval, and provided for automatic approval of applications that were not properly processed under the newly introduced procedures. These changes were quickly dubbed the "shot clock". See attached Texas Municipal League article for full description of the legislation and how it was amended in 2023.

Staff reached out to several engineers and is recommending SPI to fill this aspect of city planning. See attached resume of the in-house reviewer. The attached contract documents have been reviewed by the City Attorney.

Fiscal Impact: N/A

☒ **Budgeted** ☐ **Requires Budget Amendment**

Source of Funding: Community Development Contracted Services Account Code: 50604-410

Attachments: TML Article Re "Shot Clock", Resume of John Schmeling, Proposed Contract with exhibits

Urgency (0-5 = Low Urgency to High Urgency): 5

Impact (0-5 = Low Impact to High Impact): 3

Submitted by: R. Scott Dixon