

Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Annexation of Two (2) Orphan Roads**

On June 12, 2023, a briefing memo was provided to the Transportation and Infrastructure (TRNI) Committee to explain that the new agreement with Dallas County included additional policy clauses regarding orphan roads and small watershed dams. Attached to the briefing memo was the Department of Public Works (PBW) Annexation Management Plan. The purpose of this plan was to 1) satisfy the requirements of the new agreement with Dallas County, and 2) draft a plan to achieve ongoing improvements in the process for implementing its goals and objectives. Essentially, this plan was concerned with annexing orphan road segments that abut the city limits of Dallas and with the operation and maintenance (O&M) of small watershed dams

If this plan is followed, the City of Dallas will not be at risk of forfeiting reimbursements for roadway improvements on qualified "Type B" roadway segments as defined in Article II, Definitions of the ILA. As shown in the table below, Dallas County identified two (2) orphan roads for the City of Dallas to annex:

ID #	Location	City Council District	Lane Miles
1	Irving Blvd Bridge (State HWY 356 Acrd S to E Irving Blvd)	6	2.22
2	Sam Houston Rd from Forney Rd to 481 Feet Southeast of Picadilly Blvd	7	5.52

Consequently, the purpose of this memo is to provide the anticipated milestone schedule for completing the described annexations. The milestone schedule is provided in the table below. It's important to note that the dates provided are subject to change based on the availability of resources and potential scope changes.

PBW Orphan Road Annexation Milestone Schedule			
PHASE	BEGIN	COMPLETION	COMMENTS
Annexation Discussion with CAO	Jun-23	Jun-23	CAO provided a step process as defined by Subchapter C-1 of Chapter 43 of the Texas Local Government Code and H.B. 586.
Kick-off meeting with Dallas County	Apr-24	Apr-24	Kick off to discuss the annexation process for both agencies. Locations to annex were discussed (Sam Houston Rd from Forney Rd to 481 feet SW of Picadilly Blvd and orphan bridge Shady Grove/Irving Blvd).
Dallas County Annexation Written Request Rec'd	Aug-24	Aug-24	
Digital Maps & Service Plans	Aug-24	Sep-24	Must be created to show the areas to be annexed.
Notices to Public and Private Entities	Sep-24	Sep-24	Notices required for those providing services to the area before the 30th day before the proposed annexation.
1st Newspaper Notice	Sep-24	Sep-24	
1st City Website Notice	Sep-24	Sep-24	Website notice must remain posted until the date of hearing.
1st Public Hearing	Oct-24	Oct-24	
2nd Newspaper Notice	Nov-24	Nov-24	
2nd City Website Notice	Nov-24	Nov-24	
2nd Public Hearing	Dec-24	Dec-24	
Final Annexation Phase	Jan-25	May-25	Assumes 4 months to complete (City Council Agenda and close-out)

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PAGE **3 of 3**

Should you have any questions, please contact Ali Hatefi, P.E., Director of Public Works Department.



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Assistant City Manager

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Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

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Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors