

MINUTES
Irving City Council Budget Retreat
Wednesday, August 23, 2017 at 8:00 AM
Council Conference Room -- Civic Center Complex
825 West Irving Boulevard, Irving, TX 75060

The Irving City Council met in special session on August 23, 2017 at approximately 8:45 a.m. The following members were present / absent:

Attendee Name	Organization	Title	Status	Arrived
Mayor Rick Stopfer	Irving City Council		Present	
John C. Danish	Irving City Council	Councilman	Present	
Allan Meagher	Irving City Council	Councilman	Present	
Dennis Webb	Irving City Council	Councilman	Present	
Phil Riddle	Irving City Council	Councilman	Present	
Oscar Ward	Irving City Council	Councilman	Present	
Brad M. LaMorgese	Irving City Council	Councilman	Present	
Kyle Taylor	Irving City Council	Councilman	Present	
Wm David Palmer	Irving City Council	Councilman	Present	

Wednesday, August 23

A. City Manager’s Overview

Chris Hillman, City Manager, presented a broad overview of the budget presentations. He reviewed the FY 16-17 accomplishments, ongoing and new key initiatives, the planning process, FY 17-18 General Fund overview, and capital priorities. He noted that the priorities used to create the budget were maintaining current service levels, maintaining and improving the city’s current infrastructure, and continuing to unwind budget-balancing decisions made during the last recession, incorporate last years’ commitments, implement increased over 65 tax exemption, and maintain the tax rate.

B. Budget Overview and FY 2017-18 Outlook

Jeff Litchfield, Chief Financial Officer, and Bret Starr, Budget Administrator, outlined general fund revenues, major budget drivers, staffing walk forward, general fund expenditure summaries, hotel occupancy tax funds and debt service. All of the topics discussed may be viewed OnDemand.

C. Policy and Direction of Utility Rate Recommendations

1. Water and Sewer Rates, Operations, and Capital Program

Todd Reck, Water Utilities Director, presented the current water and sewer rates, operations and capital program for the next fiscal year. Staff is recommending a 6% rate increase.

Council recessed for lunch at approximately 11:30 p.m.
 Council reconvened from lunch at approximately 12:30 p.m.

2. Solid Waste Services Rates, Fees, Operations, and Capital Program

Brenda Haney, Solid Waste Services Director, discussed the current water and sewer rates, operations and capital program for the next fiscal year. Staff is recommending a 5% rate increase and a tipping fee for the landfill.

3. Municipal Drainage Rate, Operations, and Capital Program

Casey Tate, Capital Improvement Program Director, discussed the municipal drainage rate, operations and capital program for the next fiscal year. Staff is recommending no rate increases.

D. Capital Improvement Program Five Year Plan

1. Road to the Future

Casey Tate, Capital Improvement Program Director, described the street improvements planned for FY17-18. Staff has delineated the operation plans to achieve a goal of investing \$100 million in street improvements over five years.

2. Future City Funding for State Road Projects

Dan Vedral, Traffic & Transportation Director, detailed the status of the Midtown Express project and the cost to the city for right of way and easement acquisitions, drainage costs, and water/sewer relocations. He also outlined the ultimate SH 183 configuration.

E. Health Insurance Program and Funding

Jill McAdams, Human Resources Director, discussed the available health insurance plans; noting staff is recommending to keep the premium costs the same as FY16-17. She also stated there are plans to research a possible employee clinic, develop a five year strategic plan and to add a concierge service to start in January 2018.

Jeff Litchfield, Chief Financial Officer, described the healthcare financial trends and the condition of the Health Self-Insurance Fund.

Council recessed for a break at approximately 2:45 p.m.
Council reconvened from break at approximately 3:05 p.m.

F. Discussion Topics

1. Information Technology Enterprise Resource Planning (ERP) Replacement

Jeff Litchfield, Chief Financial Officer, presented the status of the Enterprise Resource Planning (ERP) Replacement; noting that the proposed FY17-18 budget includes \$9,132,367 for IT improvements.

2. Vehicle and Equipment Replacement Fund (VERF)

Jeff Litchfield, Chief Financial Officer, detailed the planned FY17-18 funding for the Vehicle and Equipment Replacement Fund (VERF).

3. Parks and Recreation Master Plan

Ray Cerda, Parks & Recreation Director, outlined the Parks and Recreation Master Plan.

4. Irving Music Factory Update and Operating Budget

Mike Morrison, Deputy City Manager, updated the Council on the construction of the Irving Music Factory, noting the first performance is scheduled for Labor Day weekend.

Jeff Litchfield, Chief Financial Officer, reviewed the operating budget for the venue.

5. Chambers of Commerce Contracts

Scott Connell, Economic Development Director, described the terms of the proposed contracts with the Greater Irving-Las Colinas Chamber of Commerce.

Council, City and Chamber staff discussed future marketing needs to attract foreign investment.

6. Legislative Update

Jon Weist, Legislative Officer, discussed the state laws that passed during the 85th State legislative session and the results of the special session that ended, noting most legislation did not substantially impact local government.

7. TIF Districts Update

Jeff Litchfield, Chief Financial Officer, outlined the current and projected fund available in each of the TIF Districts.

8. Economic Development Fund and Funding Sources

Bret Starr, Budget Administrator, detailed the planned funding sources for the Economic Development Fund.

Chris Hillman, City Manager, discussed the various programs funded out of Economic Development and the future revenue needs.

G. Review of Resident Input

Bret Starr, Budget Administrator, distributed public input that the staff received throughout the budget process.

H. Council Priorities

The Mayor and Council indicated a couple priorities, which included a new statute for Veteran's Memorial Park, privacy/sound walls on Hunter Ferrell Rd, continue to add funds for infrastructure, fund police and fire needs, lighting needs at the parks, and to re-establish membership in TEX 21.

I. Council Action

1 Resolution RES-2017-308 -- Expressing Intent to Consider Adopting the Proposed Tax Rate

If the City Council determines an increase in revenue is necessary by adopting a tax rate that is above the effective rate, this action is needed to comply with state law.

Bret Starr, Budget Administrator, outlined the resolution requirements associated with the tax rate.

Motioned by Councilman Danish, seconded by Councilman Taylor to express the intent to consider adopting a tax rate that will not exceed \$0.5941.

Motion approved 8-0.

Council member Ward was absent during the vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John C. Danish, Councilman
SECONDER:	Kyle Taylor, Councilman
AYES:	Stopfer, Danish, Meagher, Webb, Riddle, Ward, LaMorgese, Taylor, Palmer

The meeting was adjourned at approximately 4:15 p.m.

Thursday, August 24 (if necessary)

The Council did not convene on August 24, 2017.

Richard H. Stopfer, Mayor

ATTEST:

Shanae Jennings, TRMC
City Secretary