

**WORK SESSION MEETING OF THE IRVING CITY COUNCIL  
MEETING MINUTES  
April 8, 2009**

The Irving City Council met in work session April 8, 2009. The following members were present/absent:

<b>Attendee Name</b>	<b>Organization</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Herbert Gears	Irving City Council	Mayor	Late	
Beth Van Duyne	Irving City Council	Councilwoman	Absent	
Allan Meagher	Irving City Council	Councilman	Present	
Lewis Patrick	Irving City Council	Councilman	Present	
Rick Stopfer	Irving City Council	Councilman	Present	
Sam Smith	Irving City Council	Councilman	Present	
Joe Philipp	Irving City Council	Councilman	Present	
Rose Cannaday	Irving City Council	Councilwoman	Present	
Thomas Spink	Irving City Council	Councilman	Present	

Councilman Rick Stopfer called the meeting to order at 12:10 PM.

**DISCUSSION TOPIC**

**1** Introduction of the City Council Cycle Participants

Senior Management Analyst Melissa Baker introduced the City Council cycle participants, Performance Audit Manager Johanna Mandel and Performance Coordinator Wayne Lambert.

Councilman Joe Philipp asked how the employees are being recognized for process improvements that reduce costs and time-savings.

City Manager Tommy Gonzalez confirmed that the City does have an incentive program in place to reward the employees.

The Council reviewed the agenda and the following directions were noted.

**2** Review of Regular Agenda

**7** Resolution -- Supporting the US Census Bureau to Conduct a Count, in 2010, of the Population in the City of Irving as Required by the Constitution of the United States of America.

Councilman Philipp requested a presentation on this item.

Assistant Planner Troy Wynne described the Census count and the local committee which will be appointed by the Mayor to raise public awareness. He stated that City Secretary Janice Carroll will be contacting current Boards and Commissions applicants that may be interested in participating in the committee.

Councilman Philipp noted the importance of the census, economically and financially, and the need to publicize the Count Committee so that the committee is large and diverse.

Councilwoman Rose Cannaday noted that census workers are already out verifying addresses.

Councilman Philipp requested a reading file regarding the composition and purpose of the committee.

- 9** Resolution -- Approving Purchase from Caldwell Country Chevrolet for Police Tahoes through the State of Texas Local Government Statewide Cooperative Purchasing Program Administered by the Texas Association of School Boards (the BuyBoard Program)

Councilman Tom Spink questioned the "BuyBoard Program".

Purchasing Manager Ed Matthews described the "BuyBoard Program" which gives school districts and municipalities competitive bidding opportunities.

Chief Larry Boyd noted that these vehicles will be "take home" vehicles for crime scene investigators that live in Irving to increase response time while increasing police visibility in the community. He also noted the seized assets funding source.

- 10** Resolution -- Renewing the Annual Contract with Paradigm Traffic Systems, Inc., for Field Ethernet Switches

Purchasing Manager Matthews described the renewal and bidding process to find the best price.

Councilman Philipp thanked Mr. Matthews for staff's due diligence, noting that the Purchasing Department should come to a future Audit & Finance Committee to review the purchasing process.

Councilwoman Cannaday questioned the camera operations.

Public Works Director Jim Cline describes the traffic light switches and partnering with the Police Department and 911 dispatch.

- 11** Resolution -- Approving and Accepting the Bids of Mainline Supply Company; Metro Valve & Pipe Inc.; Municipal Water Works Supply, L.P.; and ACT Pipe & Supply for Annual Contracts to Supply Iron Fittings

Councilman Spink asked why iron fittings versus copper.

Water Utilities Director Todd Reck confirmed that the fittings are based on national standards adopted by the industry.

- 12** Resolution -- Approving Purchase from Austin Ribbon and Computer Supplies, Inc., for Personal Computers through the State of Texas Department of Information Resources (DIR)

Councilman Philipp requested a presentation on this item.

Information Technology Director Hong Sae described the computer replacement programming noting the 15% reduction in pricing.

Councilman Philipp commended the Information Technology Department.

**13** Resolution -- Ratifying Award to Hidalgo Industrial Services, Inc., for the Emergency Replacement of the Cooling Tower at Irving Criminal Justice Center

Intergovernmental Services Director Ramiro Lopez clarified the need to replace the cooling tower at the Criminal Justice Center.

City Manager Gonzalez noted this building as a priority due to important and sensitive information housed in the justice center.

**14** Ordinance -- Amending Chapter 7 Entitled "Billboards and Signs" of the Code of Civil and Criminal Ordinances of the City of Irving, Texas, Providing for a Special Sign Permit for Digital Images on Billboards and On-Premise Signs

Councilwoman Cannaday requested a presentation of this item.

Senior City Attorney Karen Brophy described the Chapter 7 amendments.

Councilwoman Cannaday noted her concern with limitations affecting the local sign companies.

Ms. Brophy clarified that the current ordinance to be voted on will allow signage that had been prohibited previously. She noted that staff is continuously working with sign contractors and additional signage wording will come back to Council in May.

City Manager Gonzalez confirmed that sign company representatives have been speaking with Code Enforcement Director Guy Henry and Planning & Inspections Director Gary Miller to clarify the current sign regulations.

Real Estate & Development Director Brenda McDonald stated that another meeting with sign company representatives is slated for the near future.

Councilman Sam Smith requested before and after images of proposed sign changes.

**15** Ordinance -- Budget Adjustment to the 2008-09 Fiscal Year Budget

Budget Administrator Bret Starr described the budget adjustments.

Councilman Philipp questioned budget adjustments for grants.

Mr. Starr confirmed that grants do require budget adjustments; if grants are foreseeable an account will be created with no expenditures authorized until funds are received.

**16** Resolution -- Canceling the Certificate of Occupancy for Billar De Acapulco Located at 2714 West Irving Boulevard for Failure to Comply with Multiple Ordinance Requirements

Senior Assistant City Attorney Karen Brophy presented the item and described the inspection and audit process completed on the property. She also noted a possible settlement to be discussed in Executive Session.

Treasury Manager Brad Duff described the reporting numbers submitted by the restaurant and the inconsistencies.

**3** FY 2008-09 Financial Outlook Update

Mayor Herbert Gears arrived.

Budget Administrator Bret Starr presented the FY 2008-09 Financial Outlook. His presentation included the 2007-08 results, the current economic conditions, the revenue projections and the budget planning process. FY 2007-08 results include a proactive review of processes and services resulting in cost savings and personnel repositioning and Police and Fire enhancements. He described the results from the residents' surveys noting the increased satisfaction rates for Code Enforcement, Recreation and Customer Service. Mr. Starr review the 2009-10 budget directives which calls for continuous process reviews by departments while maintaining a high level of services and keeping the budget flat. He discussed the US recession, noting that Irving is doing better than the national average and compared Irving's budgetary projections to other cities in the Metroplex. His presentation also included an overview of revenue projections from sales and property taxes as well as a review the housing market assumptions.

Councilman Philipp asked if the City has an employee plan that matches the services provided.

City Manager Tommy Gonzalez confirmed that every department reviews their staffing needs annually.

He described the FY 2009-10 budget planning process noting that process improvements and beer and wine sales will help offset the projected decrease in sales tax.

Councilman Sam Smith asked if the City will receive the sales reports from convenience stores' beer and wine sales.

Mr. Starr stated that those sales numbers are confidential and reported to the Controller's Office. He also confirmed that the 2<sup>nd</sup> Quarter sales tax results will be available by the end of May.

Mr. Starr ended his presentation by stating that the City has no tax rate increase proposed for FY 2009-10 for current levels of service.

#### 4 Police and Fire 5 Year Assessment

Police Chief Larry Boyd presented the Five-Year Assessment for the Police Department. He noted the department's accomplishments such as the crime rate decrease, the improved public perception, and the positive initiatives, like the skywatch towers, incentive pay and enhanced recruitments, which benefit the citizens and employees. Chief Boyd reviewed the City's assumptions for future development which will include mixed use development and increased pedestrian traffic. His presentation also included the department's personnel recommendations for 2009-2014 that will call for additional dispatchers as well as officers due to normal attrition predictions.

Mayor Gears noted the importance of increasing the dispatchers as more officers are in the field.

Fire Chief Mario Molina presented the Five-Year Assessment for the Fire Department. He gave an overview of the Fire Department's composition and noted the department's accomplishments, such as replacement of outdated equipment and the highest cardiac survival rate in the DFW area. He described the department's activities and response goals for trauma victims and fire development. Chief Molina reviewed the department's

personnel recommendations for 2009-2014 which includes additional firefighters and lieutenants for training purposes. He also confirmed the future facility improvements like the new Fire House #4, the Public Safety Complex, and remodeling for several other fire stations.

City Manager Tommy Gonzalez commended the Police and Fire departments for looking toward the future and excellent performance.

Councilman Joe Philipp noted that additional discussion for the departments' needs will be coming at future budget meetings.

**5 IHFC Board Meeting**

Mayor Gears adjourned the Work Session and opened the Irving Housing Finance Corporation meeting at 3:15 PM.

Mayor Gears adjourned the Irving Housing Finance Corporation meeting and opened the Work Session meeting at 3:50 PM.

**EXECUTIVE SESSION**

City Attorney Charles Anderson read the Mayor and Council into Executive Session at 3:51PM.

**6 Legal Advice - Benavidez v. City of Irving  
Texas Open Meetings Act § 551.071**

**7 Personnel - Housing Specialist  
Texas Open Meetings Act § 551.074**

Mayor Gears announced that the Council will now reconvene in Open Session. The time was 4:18 PM.

The meeting was adjourned at 4:19 PM

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Herbert A. Gears, Mayor

ATTEST:

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Janice Carroll, TRMC

City Secretary