

AGENDA
Irving City Council Regular Meeting
Thursday, July 30, 2020 at 7:00 PM
City Hall, First Floor, Council Chambers
825 W. Irving Blvd., Irving, Texas 75060

Members of the City Council and public may participate in the Regular Meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 6:00 p.m. to 7:00 p.m. on July 30, 2020. Citizens that would like to provide a presentation to Council must submit their presentation(s) to Information Technology no later than 2:00 p.m. on the Tuesday prior to the work session or council meeting at councilpubpres@cityofirving.org. All participants by telephone conference or videoconference will be able to speak when called upon, however video images of the citizen participants will not be available. The phone numbers to sign-in and participate are **1-888-475-4499** (Toll Free) or **1-877-853-5257** (Toll Free) or online at <https://zoom.us/j/91216228524> Meeting ID: 912 1622 8524

Organizational Service Announcements

Invocation

Councilman Dennis Webb

Pledge of Allegiance

Proclamations and Special Recognitions

Citizens' Forum

Citizens are invited to speak for three (3) minutes on matters relating to City government and on items not listed on the regular agenda.

Public Hearing: Items 1 through 44

CITY COUNCIL AGENDA

1 City Operations Update

This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the City Council regarding an item on the agenda either before or during the Council's consideration of the item, upon being recognized by the presiding officer or the consent of the Council.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.

CONSENT AGENDA

2 **Approving Work Session Minutes for Thursday, July 16, 2020**

3 **Approving Regular Meeting Minutes for Thursday, July 16, 2020**

4 **Ordinance - Amending Ordinance No. 2019-10250 Providing Budget Adjustment #6 to the 2019-20 Fiscal Year Budget**

Administrative Comments

1. This item has been recommended by the Financial Services Department.
2. Budget Adjustments are needed in the following funds: Entertainment Post ARK Fund, Entertainment Venue Debt Service Fund, Entertainment Center ARK Bond Fund; Storm Sewer Bond Fund, TIF Project Fund and CARES Grant Fund.
3. The adjustment has been proposed by city staff, and has been reviewed and recommended by Budget staff and Financial Services.

Recommendation

The ordinance be adopted.

5 **Resolution - Take Appropriate Action Concerning Declaration of Local Disaster for Public Health Emergency to Address COVID-19**

Administrative Comments

1. This item is recommended by the City Manager's Office and the Office of Emergency Management.
2. **Impact:** The proposed resolution would ratify the local state of disaster declared by the Mayor on March 12, 2020, and extend it to August 20, 2020, which is the date of the next City Council meeting.
3. On March 12, 2020, Mayor Richard H. Stopfer issued a proclamation declaring a local state of disaster resulting from a public health emergency caused by the 2019 Coronavirus Disease (COVID-19). This order was effective through 11:00 a.m. on March 20, 2020.
4. On March 19, 2020, City Council ratified and extended the Declaration of Local Disaster for Public Health Emergency until April 18, 2020. On April 16, 2020, City Council ratified and extended the Declaration until May 8, 2020. On May 7, 2020, City Council ratified and extended the Declaration until May 20, 2020. On May 20, 2020, City Council ratified and extended the Declaration until June 4, 2020. On June 4, 2020, City Council ratified and extended the Declaration until June 25,

2020. On June 25, 2020, City Council ratified and extended the Declaration until July 16, 2020. On July 16, 2020, City Council ratified and extended the Declaration until July 30, 2020.

Recommendation

The resolution be approved.

6 Resolution - Approving an Amendment to the Administrative Services Agreement Between the City of Irving and MassMutual for an Amendment to the City of Irving's 457(B) Deferred Compensation Plan.

Administrative Comments

1. This item is recommended by the Human Resources Department.
2. **Impact:** There are no financial impacts for this item.
3. The proposed amendment to the City of Irving's Deferred Compensation Plan Document and Administrative Services Agreement with MassMutual includes a loan provision, which would allow active plan participants to take a loan from their account, so long as the participant has an active account with MassMutual.
4. Feedback from employees and current participants of the Plan initiated Human Resources to work with MassMutual on implementing the changes to the Deferred Compensation Plan, providing and added benefit resources to the Plan.
5. The amendment would be effective as of October 1, 2020, upon approval.

Recommendation

The resolution be approved.

7 Resolution - Authorizing Preliminary Action for the City of Irving, Texas General Obligation Refunding and Improvement Bonds, Series 2020 and Tax Note, Series 2020 in the Estimated Amount of \$55,000,000 and \$3,500,000 Respectively

Administrative Comments

1. This item is recommended by the Financial Services Department.
2. **Impact:** Preliminary approval of the draft official statement will allow staff to move forward with the 2020 General Obligation and Tax Note bond sale.
3. \$23,500,000 of the proceeds from this bond sale will be used to fund the capital infrastructure projects listed in Exhibit A. The balance will be used to refund General Obligation Bonds, Series 2010, 2011 and Municipal Drainage Utility System Revenue Bonds, Series 2010 and pay bond closing costs.
4. \$3,420,000 of the proceeds from the Tax Note will be used to fund fire engine/pumper vehicles and Information Technology related equipment listed in Exhibit A. The remainder will be used for bond closing costs.
5. In addition to these bonds, the Council approved Resolution 2020-184 on June 25, 2020 providing Notice of Intention to issue Combination Tax and Revenue Certificates of Obligation with a principal amount not to exceed \$15,000,000. The Certificates will be used to fund drainage improvement projects (Exhibit B).
6. The debt service associated with the Certificates of Obligation and the refunded Municipal Drainage Utility System Revenue Bonds, Series 2010 will be paid from Municipal Drainage Utility revenues.
7. The City will bring forward parameters ordinances for all three of these bond issues on August 20 which will authorize staff to issue the bonds when certain parameters are met.
8. The resolution approves the preliminary official statement and authorizes the City Manager, Chief Financial Officer, the City's Bond Counsel, Bracewell LLP, and the City's Financial Advisor, First Southwest, a division of Hilltop Securities, Inc., to make changes as needed prior to distribution.

Recommendation

The resolution be approved.

8 Resolution - Authorizing Preliminary Action for the City of Irving, Texas Waterworks and Sewer System New Lien Revenue Refunding and Improvement Bonds, Series 2020 in the Estimated Amount of \$36,000,000

Administrative Comments

1. This item is recommended by the Financial Services Department.
2. **Impact:** Preliminary approval of the draft official statement will allow staff to move forward with the 2020 Water/Sewer revenue bond sale.
3. \$16,900,000 of the proceeds from this bond sale will be used to fund the capital infrastructure projects listed in Exhibit A. The remainder will be used refund the Series 2011 bond issue and to pay for bond closing costs.
4. The City will bring forward a parameters ordinance on August 20 which will authorize staff to issue the bonds when certain parameters are met.
5. The resolution approves the preliminary official statement and authorizes the City Manager, Chief Financial Officer, the City's Bond Counsel, Bracewell LLP, and the City's Financial Advisor, FirstSouthwest, a division of Hilltop Securities, Inc., to make changes as needed prior to distribution.

Recommendation

The resolution be approved.

9 Resolution - Approving an Agreement with All City Management Services, Inc. in the Total Not-To-Exceed Amount of \$688,489.34 for School Crossing Guard Services for a One-Year Term

Administrative Comments

1. This item is recommended by the Police Department. It supports Strategic Objective No. 4.1: Safeguard public safety, security and health.
2. **Impact:** The School Crossing Guard program provides a critical safety service to the children and adult residents of Irving by assisting in providing a safe environment going to and from school. The outsourcing of this service enhances our ability to provide adequate coverage, training, and supervision at all designated school crossings within the City of Irving. This is the first of four one-year renewal options.
3. This is the first of four one-year contract renewals. Contract period begins on October 1, 2020 and ends September 30, 2021.
4. Funding not to exceed the amount of \$688,489.34 for Fiscal Year 2020-21 is

available in the Police Department budget within the General Fund, pending council approval of the proposed FY 2020-21 budget.

Recommendation

The resolution be approved.

10 Resolution - Approving an Amendment and First Renewal to the Local Administrative Agreement Between Constituent Agencies to Participate in the Texas Anti-Gang Center for North Texas

Administrative Comments

1. This item is recommended by the Police Department. It supports Strategic Goal No. 4.1: Safeguard public safety, security and health.
2. **Impact:** Multiple law enforcement agencies at the federal, state, and local level have agreed to establish the Texas Anti-Gang Center (TAG), in an effort to more efficiently and effectively cooperate and collaborate on intelligence, investigatory, and operational activities related to combating the shared threat of criminal organizations operating in and affecting the region.
3. The TAG was established by a state grant and is co-located with the High Intensity Drug Trafficking Areas Program (HIDTA). This agreement allows Chief Jeff Spivey to sit on the TAG board, and gives Irving input on the TAG's strategic direction.
4. This is an amendment and first renewal to the 2016 Local Administrative Agreement between the constituent agencies.
5. There is no financial impact.

Recommendation

The resolution be approved.

11 Resolution - Authorizing Expenditures in the Total Estimated Amount of \$90,000.00 to Fund the Automatic Renewal of the Licensing and Related Services Agreement with Midwest Tape, LLC, for the Hoopla Digital Delivery Platform

Administrative Comments

1. This item is recommended by the Library Services Department.
2. **Impact:** Use of the *hoopla digital* delivery platform supports the needs of library patrons by providing 24/7 access to hundreds of thousands of movies, television programs, full music albums, eBooks and eAudiobooks for checkout which may be accessed through personal digital devices such as smart phones, tablets, e-readers and computers. *hoopla digital* is one of several electronic content services provided to supply library customers with a wide variety of electronic publications and media. Multiple digital vendors are required, as each service covers a limited number of publishers, types of content, formats or supported end-user devices.
3. The circulation of digital content continues to increase as the public gains more access to internet services and personal devices. *hoopla digital* provides a unique service model allowing an unlimited number of circulations per licensed copy which is then available to be borrowed by an unlimited number of individual patrons simultaneously, so all titles are always available. This model allows a vast choice of titles for patrons with a ‘pay per circulation’ average cost of \$1.85 per item checked out.
4. This will be the 5th renewal of the licensing and servicing agreement which will provide the continuation of *hoopla digital* services that expires July 31, 2020.
5. Funding for Fiscal Year 2019-2020 is available in the Library Services Department budget within the General Fund, while funding for Fiscal Year 2020-2021 is subject to budget appropriation.

| Company | Spending term | Est. Expenditure | Fiscal Year(s) |
|------------------|----------------------|------------------|----------------|
| Midwest Tape LLC | 8/1/2020 – 7/31/2021 | \$15,000.00 | 2019-2020 |
| | | \$75,000.00 | 2020-2021 |
| Total | | \$90,000.00 | |

Recommendation

The resolution be approved.

12 Resolution - Approving an Interlocal Agreement Between the City of Irving and City of Dallas, Acting on Behalf of Its Radio Station, WRR, in the Estimated Amount of \$67,600.00 for Advertisement Broadcasting Services for the Irving Arts Center

Administrative Comments

1. This item is recommended by the Irving Arts Center and was approved by the Irving Arts Board at their meeting on June 15, 2020.
2. **Impact:** Both parties entered into the Broadcast Contract in the mutual interest of their governmental functions, for the benefit and welfare of the general public and to promote arts and culture in the region and the State of Texas and for other public purposes. This outlet was selected to reach a specific customer profile based on demographic and listenership, their geographic coverage and current Arts Center Marketing goals in support of tourism and event promotion.
3. This is the 7th year of the 12 month sponsorship, which previously ran from May 1 – April 30. Due to the interruption of activities at IAC as a result of the COVID-19 shut-down, the sponsorship was not renewed for the period of May 1 – September 30, 2020, saving money and aligning the next contract period with the City’s fiscal year. The new broadcast contract is for annual advertising for events at Irving Arts Center from October 1, 2020 to September 30, 2021 in the amount of \$67,600.00.
4. Funding in the amount of \$67,600.00 is available in the Art Center’s budget within the General Fund.

Recommendation

The resolution be approved.

13 Resolution - Approving Modification Statement of Work Addendum No. 1 with Simpleview, Inc. for Web-Based Applications to Publicize an Integrated Meeting and Stay-Cation Campaign with a Focus on Safety and Reopening the Irving Convention Center and Hospitality Venues

Administrative Comments

1. This item is recommended by the Irving Convention & Visitors Bureau and supports Strategic Goal No. 3: Vibrant Economy.
2. **Impact:** The Modification Statement of Work Addendum No. 1 (Addendum No. 1) will enable the Irving Convention and Visitors Bureau to promote tourism, conventions and the hotel industry through the industry-specific digital marketing software and solutions.
3. The Irving Convention and Visitors Bureau has been approved for \$130,000 in

funding from the City's CARES Act distribution for the ICVB Integrated Meetings and Stay-Cation Campaign through Simpleview, Inc.

4. The Irving Convention and Visitors Bureau represents a \$2.95 billion-per-year hospitality industry, which welcomes 3.95 million visitors and generates \$62.9 million in taxes annually. The Irving Convention and Visitors Bureau is funded solely through hotel tax collections, and the recent shelter-in-place order, restrictions on gatherings, and traveler apprehension about safety have had a direct impact on the Irving Convention and Visitors Bureau's ability to attract conferences, conventions, and visitors.
5. As an economic driver for Irving's hospitality industry, the Irving Convention and Visitors Bureau has a key role in the recovery of the industry as it relates to reopening, increased hotel occupancy and taxes generated. The Integrated Meetings and Stay-Cation Campaign funded by the CARES Act will publicize the resumption of activities, and the steps taken to ensure a safe experience due to the public health emergency with messaging that is safety-specific and focused on reopening.
6. The Integrated Meetings and Stay-Cation Campaign includes: re-targeting, paid search and YouTube advertising with messaging that is safety-specific and focused on reopening, per the requirements of the CARES Act funds. The outcomes of this campaign are to book future meetings and conventions in Irving and to increase hotel occupancy in the near-term by marketing the city as a destination for stay-cations to the drive-market.
7. The City of Irving entered into an agreement with Simpleview, Inc. through Resolution No. 2019-360, for the period October 1, 2019-September 30, 2021. Simpleview and Irving Convention and Visitors Bureau have desire to add additional work to the agreement for services from August 1, 2020-November 30, 2020 with this Addendum No.1.
8. This modification shall be for the period from August 1, 2020-November 30, 2020.

Recommendation

The resolution be approved.

14 Resolution - Approving the Acquisition of a Single-Family Residence Located at 1029 Hadrian Street in the Amount of \$320,000.00

Administrative Comments

1. This item is recommended by the Capital Improvement Program Department and Traffic and Transportation Department. It supports Strategic Objective 2.3 - Expand, extend, and maintain the major thoroughfare network.
2. **Impact: This project is part of the Road to the Future Program.** The requested

acquisition will support the MacArthur Boulevard project in where the identified property must be demolished, as it interferes with intended design and function of the proposed roadway.

3. This property, along with the acquired property to the north will accommodate a right turn lane from northbound MacArthur Boulevard onto eastbound Northgate Drive. Negotiated offer is the appraised value of \$320,000.00.
4. **This item will be discussed with the Transportation and Natural Resources Committee on July 29, 2020.**
5. Funding in the amount of \$320,000.00 is available within the Street Improvement Bond Fund.

Recommendation

The resolution be approved.

15 Resolution - Approving the Assignment of a License Agreement Between the City of Irving and Jefferson Eastshore, LLC, from Jefferson Eastshore, LLC to JDFW (Eastshore), LLC

Administrative Comments

1. This item is recommended by the Capital Improvement Program Department.
2. **Impact:** Assignment of this agreement allows Jefferson Eastshore, LLC to assign the License Agreement rights and obligations to JDFW (Eastshore, LLC) in order to allow the conveyance of property located at 1100 Lake Carolyn Parkway from Jefferson Eastshore, LLC to JDFW (Eastshore), LLC.
3. **This item will be discussed with the Transportation and Natural Resources Committee on July 29, 2020.**
4. On July 16, 2020, the City Council approved Resolution 2020-225 to authorize a license agreement between City of Irving and Jefferson Eastshore, LLC to maintain a portion of its building structure in a public utility easement.
5. Jefferson Eastshore, LLC desires to convey the property to JDFW (Eastshore), LLC and therefore assign the license agreement to JDFW (Eastshore), LLC.

Recommendation

The resolution be approved.

16 Resolution - Approving a Master Sign Agreement with the Las Colinas Association for the Installation and Maintenance of Community Wayfinding Signs in the Urban Center and Las Colinas

Administrative Comments

1. This item is recommended by the Traffic and Transportation Department.
2. **Impact:** This item is to authorize the installation of governmental community wayfinding signs by The Las Colinas Association in the City's right-of-way in Las Colinas.
3. **This item will be presented to the Transportation & Natural Resources Committee on July 29, 2020.**
4. These community wayfinding signs will be part of a coordinated and continuous system of signs that direct pedestrians, tourists, and road users to key civic, cultural and recreational attractions within Las Colinas and the Urban Center.
5. Once installed, these community wayfinding signs will be considered governmental signs that will be maintained by The Las Colinas Association.
6. The Las Colinas Association will be responsible for all costs associated with the installation and maintenance of these community wayfinding signs.
7. The Las Colinas Association is requesting the installation of approximately 175 signs (not to exceed 203) with this agreement.
7. No funding is required.

Recommendation

The resolution be approved.

17 Resolution - Terminating a Home Investment Partnership Grant Agreement Between Housing Channel, Inc. and the City of Irving in the Amount of \$124,624.00

Administrative Comments

1. This item is recommended by the Planning and Community Development Department.
2. **Impact:** By terminating this agreement, Housing Channel, Inc. and the City of Irving may enter into another agreement with a different scope of work utilizing these funds.
3. Housing Channel, Inc. was awarded \$124,624.00 in Home Investment Partnership Grant to acquire and reconstruct or rehabilitate one (1) single family affordable home located in Irving, Texas.
4. Housing Channel, Inc. approached the City of Irving with a different project that

would create additional affordable homes than what is currently in the scope of this agreement.

5. On February 19, 2020, the Housing and Human Services Board was updated by staff of the possible change in scope.

Recommendation

The resolution be approved.

18 Resolution - Approving an Agreement Between the City of Irving and Housing Channel, Inc., to Acquire Land and Construct a Minimum of Twelve (12) Single Family Homes Located in Irving, Texas in the Amount of \$124,624.00

Administrative Comments

1. This item is recommended by the Planning and Community Development Department.
2. **Impact:** This project will promote the creation of affordable housing opportunities in Irving.
3. Housing Channel, Inc., will acquire land and construct a minimum of twelve (12) single family homes located at 522 E. Second Street.
4. Home Investment Partnerships (HOME) funds will provide for the acquisition costs. Housing Channel, Inc., will fund the construction of the homes.
5. A minimum of five (5) units will be affordable and sold to a first-time homebuyers.
6. This property is zoned - Heritage Crossing District/Corridor Mixed Use, which allows Townhomes. Housing Channel is aware that a zoning case will be required per the Neighborhood Protection Ordinance.
7. Housing Channel, Inc., is an organization with over 25 years of experience in the development of affordable housing. Housing Channel, within the last year, has recently constructed three homes in the Irving Heritage Crossing District and has acquired four additional homes to rehabilitate for affordable housing. Four of these seven homes have been sold to first time homebuyers.
8. **On February 19, 2020, the Housing and Human Services Board was updated on this project.**
9. Funding in the amount of \$124,624.00 is available in the CHDO Reserve budget within the Home Investment Partnerships Grant Fund.

Recommendation

The resolution be approved.

19 Resolution - Approving the Interlocal Agreement with Workforce Solutions of Greater Dallas and Ratifying a Letter of Intent with Dallas County for the Administration of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funded Programs; Revising Council Resolution No. RES-2020-210 Accordingly

Administrative Comments

1. This item is recommended by the City Manager's Office.
2. **Impact:** This resolution will approve an Interlocal Agreement with Workforce Solutions of Greater Dallas to administer the City of Irving's Childcare Center Assistance and Childcare Payment Assistance Programs funded through the City's Coronavirus Relief Fund allocation. The resolution also ratifies a Letter of Intent for the City of Irving to participate in the Dallas County Emergency Business Assistance Program by earmarking \$2,500,000 of the City's Coronavirus Relief Fund allocation to assist Irving businesses through the Dallas County program.
3. On March 27, 2020, President Donald Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The \$2 trillion economic relief package was designed to assist the nation's welfare and economy.
4. This act allocated \$250 million to Dallas County. Dallas County will distribute approximately \$75 million to 29 cities throughout the county. The City of Irving will receive \$13,223,100.
5. On June 4, 2020, City Council approved an Interlocal Agreement with Dallas County to facilitate the funding. City staff also presented preliminary funding recommendations to the City Council at the same meeting.
6. Within the funding recommendations, staff presented four programs for Economic Assistance Initiatives, which included Small Business Assistance, Housing & Utility Assistance, Childcare Center Assistance, and Childcare Payment Assistance. These programs were to be administered by third party organizations.

| Economic Assistance Initiatives Funding Allocations | |
|--|--------------------|
| Small Business Assistance | \$2,500,000 |
| Rent/Mortgage/Utility Assistance | \$2,500,000 |
| Childcare Center Assistance | \$500,000 |
| Childcare Payment Assistance | \$750,000 |
| Total Expenses | \$6,250,000 |

7. On June 25, 2020, Council approved RES-2020-210 which allocated funding to third party administrators for the management of these programs on behalf of the City of Irving. The resolution included a standard agreement approved to legal form by the City Attorney. Staff worked with the third party administrators to finalize Statements of Work (SOW), which included items such as program details and administrative costs.
8. The City selected Workforce Solutions of Greater Dallas (Workforce Solutions) to administer the Childcare Center Assistance and Childcare Payment Assistance Programs. During finalization of the SOWs, amendments to the standard agreement were requested due to the entity's legal status, changing the agreement to an Interlocal Agreement (ILA). This resolution will approve the new version of the agreement with Workforce Solutions, allocating \$1,250,000 for the childcare assistance programs.
9. The Childcare Center Assistance Program will provide \$5,000 grants to childcare providers located within the city of Irving. Childcare providers must have been in existence since January 1, 2020 and have experienced a loss of at least 25% since March 1, 2020 due to the pandemic. The grant will help close the gap created by increased costs from new health and safety protocols.
10. The Childcare Payment Assistance Program will provide up to 3 months of childcare assistance, up to \$2,000 per month per household, \$6,000 total assistance. Funds will be issued in the form of a grant and will be paid directly to a childcare provider on behalf of the applicant. Assistance would pay for enrollment, rather than actual attendance, to allow sick children and parents to stay home if necessary without disrupting revenue for providers who already experience precarious operating budgets and prevent some programs from closing permanently. To qualify for assistance, families must have lived in Irving since March 1, 2020, show a loss of income due to the pandemic, and returning to work at the place of employment (not working from home).
11. Staff initially recommended a business assistance program very similar to Dallas County's Emergency Business Assistance Program but adapted it to fit the needs of the Irving business community. To assist with the administration of this program, Dallas County has extended the opportunity for cities within the County to participate in their business assistance program.

12. The Dallas County program is open to businesses within Dallas County, except for the City of Dallas, that have: under 100 employees; a maximum revenue of \$10 million; been in existence prior to February 1, 2019; and experienced a revenue loss of at least 25% since March 1, 2020. Funding is delivered in the form of a forgivable loan equivalent to 3 months of rent/mortgage, operating expenses, and leases, etc., plus \$3,000 of start-up capital, but not to exceed \$50,000. If businesses received funding from the Paycheck Protection Program (PPP), the maximum assistance amount would be reduced by the value of PPP assistance received. Funding is awarded based by a lottery system.
13. On July 10, 2020, Dallas County allocated an additional \$30 million to their program for a second round of funding.
14. Dallas County's funds will be awarded first. Irving businesses who applied and were not awarded assistance from the County's funds would be eligible to receive funding from Irving's \$2.5M contribution. Prior to distributing Irving \$2.5M contribution, the County will open a third pre-screening round that will allow the City to conduct a targeted marketing effort to Irving businesses who have not yet applied. Once the additional pre-screening period is over, qualified Irving businesses (including Irving businesses that did not receive County funds from the first two rounds) would be placed in a lottery system for award from the City's \$2.5M contribution.
15. The resolution ratifies the Letter of Intent for the City of Irving to allocate its earmarked \$2,500,000 for a business assistance program to Dallas County. Should any funding remain and not be awarded, Irving can reallocate the funds to another eligible CARES Act expenses.

Recommendation

The resolution be approved.

20 Resolution - Approving an Advance Funding Agreement (AFA) in the Amount of \$12,000,000 with Texas Department of Transportation (TxDOT) for Reconstruction of Irving Boulevard from Strickland Plaza to Sowers Road

Administrative Comments

1. This item has been recommended by the Economic Development Department. It supports Strategic Objective 3.1-Promote revitalization of targeted areas.

2. **Impact:** Approval of the Advanced Funding Agreement will provide funding for the Irving Boulevard Reconstruction between Sowers Road and Strickland Plaza, the primary public infrastructure improvement project of the TIF No. 2 Project and Financing Plan.
3. In 2008, the City of Irving established the vision for redevelopment of Irving Boulevard from Loop 12 on the east to its terminus at State Highway 183 on the west from the Irving Boulevard Enhancement Study. Recommendations included a more diversified, pedestrian friendly, mixed-use neighborhood in the area and improvement to the urban fabric and connections along the Irving Boulevard Corridor. The study identified needed infrastructure improvements, recommended streetscape enhancements and introduced both short- and long-range land parcel redevelopment strategies all geared toward stimulating and sustaining the revitalization effort.
4. On December 9, 2010, the Irving City Council designated Tax Increment Reinvestment Zone Number Two (“Irving Boulevard TIF” or “TIF No. 2”), by City Ordinance No. 2010-9229. TIF No. 2 was created to develop an attractive, sustainable urban core by generating cash to reimburse costs of public improvements and redevelopment of vacant or underutilized buildings along the Irving Boulevard Corridor. Creation of the Irving Boulevard TIF District helped to protect major investment in downtown and encourage redevelopment of the core’s assets.
5. The City of Irving will utilize TIF No. 2 revenues to fund the long-term redevelopment initiative for the Irving Boulevard Corridor and to take full advantage of the undeveloped/underdeveloped land parcels near downtown Irving.
6. The City and its consulting team worked with TxDOT and North Central Texas Council of Governments (NCTCOG) to remove a portion of Irving Boulevard off the state highway system to conceptually redesign this portion as a walkable thoroughfare with a bikeway to secure funding from the Regional Transportation Council (RTC) for its reconstruction under that walkable design.
7. NCTCOG and City staff have had on-going discussions about possible funding for the reconstruction of SH 356/Irving Boulevard from Sowers Road to Strickland Plaza (Project) in Irving to test an innovative funding mechanism through the use of TIF No. 2 and other funds to advance off-system transportation improvements and promote re-development within a local jurisdiction.
8. On March 8, 2018, the RTC approved funding to allocate \$12 million to the Project in Regional Toll Revenue (RTR) funds, and the City of Irving in return would contribute a like amount to the RTC through the use of TIF No. 2 revenues, if and when available, under the terms and conditions of an Agreement.
9. On May 24, 2018, the NCTCOG Executive Board authorized execution of an Interlocal Agreement between the City, RTC, and NCTCOG for NCTCOG to receive contributions from the City, as RTC’s fiscal agent, for the Project.

10. On September 20, 2018, Council approved an Interlocal Agreement with RTC and NCTCOG for the funding.
11. To receive the \$12,000,000 in RTR funds, the City must execute an Advanced Funding Agreement (AFA) with TxDOT. Once funding is received, the City will submit monthly reporting to NCTCOG regarding the status of the project and use of funds.

Recommendation

The resolution be approved.

21 Resolution - Approving Request of ARK Group of Irving, Inc. to Amend the Parking Management Plan and Approving Structural Alterations to Allow Additional Bollards and Boulders at the Toyota Music Factory Located at 300 West Las Colinas Boulevard

Administrative Comments

1. This item is recommended by the Office of Economic Development.
2. **Impact:** Approval of this item will allow amendment of the approved parking management plan and allow structural alterations to install bollards and boulders at the Toyota Music Factory.
3. On July 10, 2014, the City Council passed Resolution No. RES 2014-240 approving the parking management plan for the Music Factory, which included valet traffic routes as anticipated at the Music Factory.
4. In February 2020, ARK Group began discussions with City staff regarding revisions to the parking management plan at Toyota Music Factory. On June 10, 2020, ARK Group met with City staff on-site to discuss a proposal. On June 23, 2020, ARK Group submitted a revision to the parking management plan that included revisions to the valet traffic flow and structural alterations for City staff review. Staff reviewed the revised parking management plan and provided comments back to ARK Group on July 8, 2020. The plan was provided to and supported by Irving Police Department and Fire Department.
5. The proposed amendment to the parking management plan includes an amendment to the valet section and proposes structural alterations of retractable and permanent bollards and boulders at Toyota Music Factory. There are no alterations to the required number of parking spaces. New retractable bollards are proposed between building A2 and D1. New permanent bollards are proposed at the north side of building D1, north and side of building A2, and northeast side of

building C2. Boulders are proposed at the north side of building D1. Staff has determined that the bollards and boulders represent a structural alteration that requires City Council approval.

6. Section 6(b) of the City's lease with ARK Group provides, "After completion of construction of the Entertainment Center under the Development Agreement, the Company may, at any time and from time to time and at no out-of-pocket cost to the City, alter structurally or otherwise remodel, reconstruct, and add to the Entertainment Center, or any part thereof, subject to approval by the City of any structural alterations to the Entertainment Center."
7. Should the Council choose to approve this request, ARK Group is required to comply with all applicable codes and regulations that govern the structural alterations, and to secure appropriate permits before proceeding with the installation of the bollards.

Recommendation

The resolution be approved.

22 Resolution - Approving an Agreement with Systems & Software, Inc., in the Amount of \$134,400.00 to Provide Hosting Services for enQuesta and enQuestaLink Utility Billing Software

Administrative Comments

1. This item is recommended by the Water Utilities and Information Technology Departments. It supports Strategic objective 2.4 – Maintain and extend water, wastewater and storm water systems.
2. **Impact:** This agreement allows the enQuesta Utility Billing and enQuestaLink Mobile Work Management software to continue to run on a vendor hosted solution provided by Systems and Software (S&S), through November 30, 2021.
3. **This item will be discussed with the Transportation and Natural Resources Committee on July 29, 2020.**
4. The enQuesta and enQuestaLink applications, databases, and hosted server infrastructure will be managed by S&S as part of the agreement.
5. The initial year of the contract ending November 30, 2020 is covered by S&S except for the Oracle license and maintenance for \$34,280.00. The second year covers the period of December 1, 2020 through November 30, 2021 and includes the Oracle Maintenance, Oracle Cloud Hosting, S&S Managed Services and the Offline Back-up Storage for \$100,120.00.
6. Funding in the amount of \$134,400.00 is available in the Water Utilities Budget within the Water and Sewer System Fund.

| Vendor | Contract Term | Total Estimated Expenditure | Fiscal Year(s) |
|--------------------------|------------------------|-----------------------------|----------------|
| Systems & Software, Inc. | 12/1/2019 – 11/30/2021 | \$34,280.00 | 2019-20 |
| | | \$100,120.00 | 2020-21 |
| TOTAL | | \$134,400.00 | |

Recommendation

The resolution be approved.

23 Resolution - Ratification of Payments Made to SYB Construction Company, Inc., in the Total Amount of \$713,213.96 for Emergency Replacement of a 12-inch Water Main Crossing at Loop 12 and Shady Grove Road

Administrative Comments

1. This item is recommended by the Water Utilities Department.
2. **Impact:** Repair and replacement of the leaking 12 inch water line at Loop 12 and Shady Grove Road was declared an emergency situation by Water Utilities Director Todd Reck on March 5, 2020 in order to begin immediate replacement to restore the reduced water supply available east of Loop 12 and provide for public health and safety.
3. **This item will be presented to the Transportation & Natural Resources Committee on July 29, 2020.**
4. The affected water line crosses underneath the service road and main lanes of Loop 12. This is a critical crossing to provide water service redundancy to the east side of Loop 12.
5. The initial phase of the project included excavation near the northbound service road where water was found to be surfacing. Excavation and subsequent pressure testing confirmed that the leak originated within the encased portion of the water line underneath Loop 12.
6. The repair included replacement of 500 feet of 12-inch PVC pipe, installation of 500 feet of 24-inch steel casing pipe by boring under Loop 12, and construction of 700 linear feet of 8-inch PVC pipe to tie the replaced crossing into a looped distribution system.

7. SYB Construction Company, Inc., was able to mobilize immediately and perform the necessary repairs to replace the leaking water line.
8. Funding in the amount of \$713,213.96 was available in the Non-Bond CIP Fund.

Recommendation

The resolution be approved.

24 Resolution - Authorizing Expenditures with Norstan Communications, Inc. Dba Black Box Network Services in the Total Estimated Amount of \$314,805.00 for Phone System Maintenance, Upgrades, On-Site Technician, Phone Equipment, Software Enhancements and Installation Services

Administrative Comments

1. This item is recommended by the Information Technology Department.
2. **Impact:** Funding is necessary to continue paying for contract services between the City of Irving and Black Box Network Services for 24x7 comprehensive manufacturer support and upgrades to the citywide telecommunication system including the Arts & Culture Museum. This contract also provides for a 20 hour per week on-site technician for moves, adds and changes.
3. A portion of the requested appropriation will be for new phone system hardware, software enhancements and installation services on an as-needed basis from this vendor. As the city's current maintenance provider they are the city's single source provider for these purchases.
4. Funding for Fiscal Year 2019-20 is available in various departmental budgets within various funds, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Spending Term | Total Est. Expenditure | Fiscal Year(s) |
|----------------------------|----------------------|-------------------------------|-----------------------|
| Black Box Network Services | 8/24/20 – 8/23/21 | \$264,805.00 | 2019-20 |
| | | \$ 50,000.00 | 2020-21 |
| TOTAL | | \$314,805.00 | |

Recommendation

The resolution be approved.

25 Resolution - Approving a Purchase from Xerox Corporation Pursuant to the Services Master Agreement No. 7177063 for Managed Print Services in the Total Estimated Amount of \$610,000 Annually for Five Years

Administrative Comments

1. This item is recommended by the Information Technology Department.
2. **Impact:** Utilization of this re-negotiated agreement with Xerox Corporation will result in cost savings to the city for print impressions, stronger security and compliance management, a faster response to copier and networked printer issues, and alleviation of use of Information Technology staff time for dealing with day-to-day managed print services tasks.
3. This contract provides city-wide enterprise print management for the lease of multi-function copiers, print shop high capacity production copiers, and city-owned networked printers, support for all noted equipment, and all supplies and consumables exclusive of paper.
4. This contract also provides new tracking functionality for granular departmental and employee-level activity, as well as, automated security auditing and remediation.
5. Older Xerox copiers will be replaced with the newest line Xerox multi-function device equipment, with the resupply and delivery of associated consumables to be managed by Xerox.
6. Additionally, this agreement represents a potential savings of \$22,000 annually over the city's previous contract as well as providing an onsite Xerox DocuCare technician. The DocuCare technician will assist with issues as they arise, place service calls to the Xerox call center as may be needed, and facilitate other service coordination efforts between departments and Xerox customer service, thereby relieving Information Technology staff of these tasks. This will provide tangible benefits in alleviating the IT customer service team from a majority of copier and networked printer tasks to allow this team to concentrate on other department support technology needs.
7. Funding for Fiscal Year 2019-20 is available in the Information Technology Internal Service Fund, while funding for future fiscal years is subject to budget appropriations.

| Vendor | Agreement Term | Total Est. Expenditure | Fiscal Year(s) |
|-------------------|-----------------|------------------------|----------------|
| Xerox Corporation | 8/1/20– 7/31/25 | \$101,666.00 | 2019-20 |
| | | \$610,000.00 | 2020-21 |
| | | \$610,000.00 | 2021-22 |
| | | \$610,000.00 | 2022-23 |
| | | \$610,000.00 | 2023-24 |
| | | \$508,334.00 | 2024-25 |
| TOTAL | | \$3,050,000.00 | |

Recommendation

The resolution be approved.

**Bids & Purchasing Items
Items 26-33**

26 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement between the City of Irving and Staples Contract & Commercial, Inc., and Authorizing As-Needed Expenditures in the Total Estimated Amount of \$150,000.00 for Office Supplies through Sourcewell

Administrative Comments

1. This item is recommended by the Financial Services Department – Purchasing Division.
2. **Impact:** Establishment of a Vendor/Member contract between the City of Irving and Staples Contract & Commercial, Inc., for utilization of Sourcewell Contract No. 012320-SCC Office Supplies, which expires April 6, 2024, will allow for as-needed purchases of office supplies under the best possible terms and conditions for the city.
3. Staples offers a volume rebate based on the annual amount of purchases. The city received a 2.9% rebate, which reflects a 0.9% increase over the average rebate received for the previous three years.
4. Funding for Fiscal Year 2019-20 is available in various departmental budgets within various funds, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Spending Term | Total Estimated Amount | Fiscal Year(s) |
|-------------------------------------|-----------------|------------------------|----------------|
| Staples Contract & Commercial, Inc. | 8/1/20 – 4/6/21 | \$ 50,000.00 | 2019-20 |
| | | \$100,000.00 | 2020-21 |
| TOTAL NOT TO EXCEED AMOUNT | | \$150,000.00 | |

Recommendation

The resolution be approved.

27 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement Between the City of Irving and Facility Solutions Group and Authorizing As-Needed Expenditures in the Total Estimated Amount of \$225,000.00 for Energy Saving Lighting Products, through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)

Administrative Comments

1. This item is recommended by the Parks and Recreation Department, the Capital Improvement Program Department – Facilities Services Division, and the Financial Services Department - Purchasing Division.
2. **Impact:** Establishment of a Vendor/Member Contract between the City of Irving and Facility Solutions Group for utilization of BuyBoard Contract No. 602-20 which expires on March 31, 2021 will allow the city to purchase energy saving lighting products under the best possible terms and conditions for the city.
3. Approval of this contract supports as-needed purchase, installation, and repair of lighting systems through the designated BuyBoard contract for the specified contract term. This will ensure that all City of Irving parks and recreation facilities and athletic fields are equipped with safe, essential, and progressive lighting components for our customers.
4. Funding for Fiscal Year 2019-20 is available in the Capital Improvement Program and Parks & Recreation Department budgets within the General Fund and in the Park Improvement Bond Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Contract Term | Total Estimated Amount | Fiscal Year(s) |
|--------------------------|-------------------|------------------------|----------------|
| Facility Solutions Group | 7/31/20 - 3/31/21 | \$ 45,000.00 | 2019-20 |
| | | \$180,000.00 | 2020-21 |
| Total | | \$225,000.00 | |

Recommendation

The resolution be approved.

28 Resolution - Approving Additional Expenditures for the Purchase of Cleaning and Disinfecting Supplies in the Total Estimated Amount of \$155,000.00 from Complete Supply, Inc., for Custodial Supplies and Services through the Choice Partners Purchasing Cooperative, a Division of Harris County Department of Education

Administrative Comments

1. This item is recommended by the Capital Improvement Program (CIP) Department – Facilities Maintenance Division.
2. Impact: Approval of this item will allow the CIP Department - Facilities Maintenance Division to purchase cleaning and disinfecting supplies for city facilities in a timely and efficient manner.
3. **The item will be discussed at the Transportation and Natural Resources Committee Meeting on July 29, 2020.**
4. A Vendor/Member contract between the City of Irving and Complete Supply, Inc. was approved on January 18, 2019 by Administrative Award #6187, in an estimated amount of \$45,000.00 for as-needed purchases and repairs. The contract supports utilization of Choice Partners Contract No. 18-075KD-05 for Custodial Supplies and Services, which expires on October 16, 2020.
5. Due to Covid-19 pandemic, the Capital Improvement Program Department – Facilities Division, has spent significantly more than that is typical for cleaning and disinfecting supplies from Complete Supply. In order to continue to purchase the needed supplies for the safety of the public and city employees, approval of additional expenditures for these supplies is needed. The requested amount also includes funds for the purchase of hand sanitizer liquid dispensers, which will be placed strategically throughout the City for employee use. The funds used for the purchase of these supplies are expected to be reimbursed through the CARES Act Program.

| Vendor | Spending Term | Total Estimated Amount | Fiscal Years |
|-----------------------|--------------------|------------------------|--------------|
| Complete Supply, Inc. | 7/31/20 – 10/16/20 | \$140,000.00 | 2019-20 |
| | | \$ 15,000.00 | 2020-21 |
| TOTAL | | \$155,000.00 | |

Recommendation

The resolution be approved.

29 Resolution - Renewing the Contract with HD Supply Construction and Industrial - White Cap in the Total Estimated Amount of \$90,000.00 for Portland Type I/II Cement & Materials

Administrative Comments

1. This item is recommended by the Traffic & Transportation Department.
2. **Impact: This contract supports the Road to the Future Program.** It will provide bag cement, tools, and materials necessary to finish concrete and maintain the safety of the transportation network within the City of Irving.
3. **The item will be discussed at the Transportation and Natural Resources Committee Meeting on July 29, 2020.**
4. This renewal establishes the continuation of an annual contract to provide Portland Type I/II Cement and Materials on an as-needed basis including bag cement, tools, and materials necessary to finish concrete. The original contract was awarded on the basis of competitive bids. This is final of two, one-year renewal options. The current contract will expire on August 31, 2020.
5. Funding for Fiscal Year 2019-20 is available in the Traffic & Transportation Department budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Contract Term | Total Estimated Expenditure | Fiscal Years(s) |
|---|------------------|-----------------------------|-----------------|
| HD Supply Construction and Industrial – White Cap | 9/1/20 – 8/31/21 | \$ 7,500.00 | 2019-20 |
| | | \$ 82,500.00 | 2020-21 |
| TOTAL | | \$90,000.00 | |

Recommendation

The resolution be approved.

30 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement between the City of Irving and Centerline Supply, Inc., and Authorizing Expenditures in the Total Estimated Amount of \$125,000.00 for Highway Safety and Traffic Control Products through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)

Administrative Comments

1. This item is recommended by the Traffic and Transportation and Parks & Recreation departments, and the Financial Services Department – Purchasing Division.
2. **Impact:** Establishment of a Vendor/Member Contract between the City of Irving and Centerline Supply, Inc., for utilization of BuyBoard Contract No. 608-20 which expires on May 31, 2021, will allow the city to obtain highway safety and traffic products on as-needed basis under the best possible terms and conditions for the city.
3. **The item will be discussed at the Transportation and Natural Resources Committee Meeting on July 29, 2020.**
4. Approval of this contract will allow the departments to procure parts and materials for installing and maintaining traffic markings and signs.
5. Funding for Fiscal Year 2019-20 is available in Traffic & Transportation and Parks & Recreation Department budgets within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Contract Term | Estimated Amount | Fiscal Year(s) |
|-------------------------|----------------------|-------------------------|-----------------------|
| Centerline Supply, Inc. | 7/31/20 - 5/31/21 | \$ 41,000.00 | 2019-20 |
| | | \$ 84,000.00 | 2020-21 |
| TOTAL | | \$125,000.00 | |

Recommendation

The resolution be approved.

31 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement between the City of Irving and Iteris, Inc., and Authorizing Expenditures in the Total Estimated Amount of \$1,500,000.00 for As-Needed Purchases of Video Vehicle Detection Systems through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)

Administrative Comments

1. This item is recommended by the Traffic & Transportation Department and the Financial Services Department – Purchasing Division. It supports the Strategic Goal #2: Systematic infrastructure investment.
2. **Impact:** Establishment of a Vendor/Member Contract between the City of Irving and Iteris, Inc., for utilization of BuyBoard Contract No. 608-20 which expires on May 31, 2021, will allow the city to purchase video vehicle detection systems under the best possible terms and conditions for the city.
3. **The item will be discussed at the Transportation and Natural Resources Committee Meeting on July 29, 2020.**
4. Approval of this contract supports as-needed purchases through the designated BuyBoard contract for the specified contract term. This will allow the city to purchase video vehicle detection systems for city traffic signals to improve the efficiency of traffic flow.
5. Funding for Fiscal Year 2019-20 is available in the Non-Bond CIP Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

| Vendor | Contract Term | Total Estimated Amount | Fiscal Year(s) |
|---------------|----------------------|-------------------------------|-----------------------|
| Iteris, Inc. | 7/31/20 – 5/31/21 | \$ 400,000.00 | 2019-20 |
| | | \$1,100,000.00 | 2020-21 |
| TOTAL | | \$1,500,000.00 | |

Recommendation

The resolution be approved.

32 Resolution - Renewing the Annual Contract with Western BRW Paper Co., in the Total Estimated Amount of \$133,500.00 to Provide Office Paper

Administrative Comments

1. This item is recommended by the Communications Department.
2. **Impact:** This contract provides copy paper, letterhead, and envelopes which contain 100% recycled content. All other items contain some recycled content or are Forest Stewardship Council certified paper.
3. This renewal establishes the continuation of an annual contract for office paper. This is the second and final, one-year renewal option. The current contract expires on September 30, 2020.
4. Funding for Fiscal Year 2020-21 is subject to budget appropriation in various departmental budgets within various funds.

| Vendor | Description | Contract Term | Total Estimated Expenditures | Fiscal Year |
|-----------------------|--------------------|----------------------|-------------------------------------|--------------------|
| Western BRW Paper Co. | Office Paper | 10/1/20 – 9/30/21 | \$133,500.00 | 2020-21 |

Recommendation

The resolution be approved.

33 Resolution - Approving As-Needed Expenditures with Presidio Networked Solutions Group, LLC, in an Amount Not to Exceed \$900,000.00 for Cisco Branded Equipment Purchases and CISCO Smartnet Network Equipment Hardware Maintenance

Administrative Comments

1. This item is recommended by the Information Technology Department.
2. **Impact:** Use of this contract will allow the city to purchase CISCO branded equipment and related services under the best possible terms and conditions for the city through this vendor’s designated DIR contract for the specified contract term.
3. CISCO blade servers, wireless equipment, switches, and gateway equipment compose the backbone of the city’s data and telephone networks, allowing city employees to communicate and share information with each other, as well as providing the ability for residents and other city contacts to communicate with us through email, the internet, and by telephone.

4. This contract also supports renewal of the city's CISCO Smartnet equipment hardware maintenance agreement, which covers network hardware and related software that supports all of the city's communication systems for workstations, telephone, traffic management, and radio communications.
5. These purchases are supported by a Vendor/Member contract between the City of Irving and Presidio Networked Solutions Group, LLC, for utilization of DIR-TSO-4167 which was approved by RES-2018-482 on December 13, 2018. The contract has been renewed through July 3, 2021.
6. Funding for Fiscal Year 2019-20 is available in various departmental budgets within various funds, while funding for Fiscal Year 2020-21 is subject to budget appropriation.
7. Because this spending term runs July 2020 through July 2021, it is possible that more than the estimated amounts shown in the chart below may be spent in one operating year or the other as long as there are budget funds available to accommodate that year's additional purchases and the total contract award amount is not exceeded.

| Vendor | Spending Term | Total Estimated Expenditures | Fiscal Year |
|---|----------------------|------------------------------|-------------|
| Presidio Networked Solutions Group, LLC | 7/31/2020 – 7/3/2021 | \$100,000.00 | 2019-20 |
| | | \$800,000.00 | 2020-21 |
| Total Amount Not to Exceed | | \$900,000.00 | |

Recommendation

The resolution be approved.

INDIVIDUAL CONSIDERATION

- 34 Resolution - Approving the Submission of the Fiscal Year 2020-2021 Action Plan for the Use of Federal Funds and Associated Fiscal Year 2020-2021 Community Development Block Grant, Home Investment Partnerships Grant, and Emergency Solutions Grant Budgets to the United States Department of Housing and Urban Development for the Award Amount of \$3,331,780.00**

Administrative Comments

1. This item is recommended by the Planning and Community Development

Department.

2. **Impact:** This action will set priorities, goals, and resource allocations for the use of grant funding from the United States Department of Housing and Urban Development (HUD) to provide community development services to the residents of Irving.
3. As a HUD-funded community, Irving will receive \$2,305,989.00 in Community Development Block Grant (CDBG), \$829,045.00 in Home Investment Partnerships Grant (HOME), and \$196,746.00 in Emergency Solutions Grant funds for the 2020 Program Year, which runs from October 1, 2020 to September 30, 2021.
4. In order to receive these funds, the City of Irving is required to submit a Consolidated Plan every five years, which serves as a strategic plan for the use of these HUD funds. In addition, the City of Irving is required to annually submit an Action Plan to HUD no later than August 15 of any given year. The Action Plan outlines the specific programs and services that will be funded to address Irving's strategies as stated in the five-year 2019-2024 Consolidated Plan.
5. Citizen input regarding the Fiscal Year 2020-2021 Action Plan was solicited through the conduct of two advertised public hearings as well as through website posting and an online survey. The Housing and Human Services Board approved its recommended allocation of Fiscal Year 2020-2021 funds at its May 21, 2020 meeting and approved the Action Plan as a whole at its June 17, 2020 meeting. The Board's recommendation for this funding is based on Consolidated Plan priorities, non-profit organization applications and interviews, and recommendations from the Planning and Community Development Department staff.
6. The proposed resolution adopts the Fiscal Year 2020-2021 Action Plan, with associated budgets for the use of CDBG, HOME, and ESG funds; its designated HOME and ESG matching contributions; and all applicable priorities and goals in the Consolidated Plan.
7. **This item was approved by Housing and Human Services Board on June 17, 2020.**

Recommendation

The resolution be approved.

35 Resolution - Approving the Allocations of Fiscal Year 2020-2021 Community Development Block Grant and Emergency Solutions Grant Funds to Non-Profit Organizations in the Amount of \$297,500

Administrative Comments

1. This item is recommended by the Planning and Community Development Department.
2. **Impact:** This action will provide funding to local non-profit organizations to improve services to Irving residents.
3. As a recipient of funds from the United States Department of Housing and Urban Development (HUD), the City of Irving will receive \$2,305,989.00 in Community Development Block Grant (CDBG) funds, \$829,045.00 in Home Investment Partnerships Grant (HOME), and \$196,746.00 in Emergency Solutions Grant (ESG) funds in Fiscal Year 2019-2020. The City of Irving may allocate up to 15% of CDBG funds to public services.
4. The Planning and Community Development department solicited applications from non-profit agencies from March 2 through April 3, 2020. The Housing and Human Services Board interviewed applicants at its May 21, 2020 meeting and approved the budgets for CDBG, ESG, and HOME expenditures, including allocations to the non-profit organizations, at its June 17, 2020 meeting
5. Community input regarding public services allocations was solicited through a public comment period and through the conduct of two public hearings.
6. Funding in the amount of \$272,500 will be available in the Outside Services budget within the Community Development Block Grant Fund.
7. Funding in the amount of \$25,000 will be available in the Outside Services budget within the Emergency Solutions Grant Fund.

Recommendation

The resolution be approved.

ZONING CASES AND COMPANION ITEMS

36 Resolution - Special Sign Permit S2006-0018 - Considering a Special Sign Permit to Install a Digital Billboard on the East Face of an Existing Billboard Located at 4402 West Interstate Highway 635 - Clear Channel Outdoor LLC, Applicant/Owner

Administrative Comments

1. The existing billboard sign is located at 4402 West Interstate Highway 635.
2. On August 6, 2009, the City Council approved a resolution allowing the west face of the billboard to be an electronic sign, while leaving the east face as a static sign.
3. **The applicant is requesting approval to add a digital face on the east side and retain the digital face on the west side.** The sign will be a 14-ft by 48-ft digital sign, matching the dimensions of the west facing digital sign.
4. The applicant proposes the change because it “will provide the flexibility to foster more creative designs, display custom timely messages, and encourage public service announcements in a way that does not exist” with static images.
5. The billboard had previously agreed to upgrade architectural features and remove an existing 200 square foot, 40-foot tall, back-to-back billboard located on the east side of North Belt Line Road, north of Conflans Road in 2009. This billboard was removed, and the sign was redesigned to be cantilevered from a masonry structure.
6. Sect. 7-4.2 of the Sign Code allows for billboards to be modified to a digital billboard with City Council approval provided that the new billboard is not within 1,500 feet of another digital billboard. No other billboards or residential structures are within 1,500 feet of the structure. This section also provides performance standards including a monopole design, no flashing or animation, regulation of message change, and brightness adjustment. These regulations have been met.
7. Since this is an existing billboard, and the billboard will not further impact surrounding properties, staff can support this request.
8. This item supports Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The resolution be approved.

37 Resolution - Sign Variance Case S2006-0026 - Considering a Sign Variance to Allow a New Multi-Tenant Sign Without a Masonry Surround and with a Height of 24 Feet and Area of 192 Square Feet - Property Located at 555 W. Airport Freeway- 555 West Airport Fwy LLC, Applicant/Owner

Administrative Comments

1. The applicant is seeking approval of a Sign Variance to allow a new multi-tenant sign with the following three variances:
 - a. A variance to Section 7-3 (7)e of the sign ordinance to **not have a masonry surround**;
 - b. A variance to Section 7-3 (7)d of the sign ordinance to allow a **4 foot variance to the maximum height** of 20 feet for a total height of 24 feet; and
 - c. A variance to Section 7-3 (7)d of the sign ordinance to allow a **42 square foot variance to the maximum area** of a sign of 150 square feet for a total of 192 square feet.
2. The property is a flag lot that has just 89 feet of frontage on the State Highway 183 frontage road. Visibility for the shopping center is impeded by the out parcels and by the building being over 500 feet behind the frontage road.
3. The applicant states that “With approximately 12-14 tenants in the shopping center currently and/or planned for the future, we feel the additional 4 feet in height will help subsidize the lack of visibility for these tenants who currently only have signs on their store front elevations which are difficult to see from Airport Freeway.”
4. The applicant also states there are several examples in the area of “monument signs” that do not have a masonry surround. It should be noted that the signs the applicant includes in the letter of justification are pole signs, not multi-tenant monument signs.
5. Additionally, staff does not believe adequate justification has been provided for the variance to the additional height or area of the sign. Variances should be given for non-economic hardships, not to “subsidize” tenants, as was stated in the applicant’s letter. No evidence has been presented indicating that a 20-foot tall sign with a maximum sign area of 150 square feet is inadequate for this location.
6. Based on the information provided, staff cannot support this variance request.

Recommendation

The resolution be denied.

38 Ordinance - Zoning Case ZC20-0009 - Considering a Zoning Change from S-P-2 (Generalized Site Plan) District for FWY (Freeway), Hotel & Multifamily Uses to S-P-1 (Detailed Site Plan) District for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption), Hotel and Related Uses - Approximately 3.3 Acres Located at 1311 Meridian Drive - Northland Properties Corporation, Applicant & Owner

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: July 6, 2020 – Favorable 9-0.
2. The 2017 Imagine Irving Comprehensive Plan Future Land Use Map recommends *Neighborhood Commercial* uses for this property. This land use category is described as being for mixed-use commercial areas along major corridors with opportunities for residential and commercial infill and reinvestment. The requested use is in conformance with the Comprehensive Plan.
3. The property is currently vacant. **The applicant is planning to develop the property with a 6-story 205 room *Sandman Signature Hotel* with an attached *Moxie's Restaurant* with the accessory use of the sale of alcoholic beverages for on-premises consumption.**
4. The proposed 109,462 sq. ft. hotel will also include
 - a. A 2,032 sq. ft. pool and patio area,
 - b. An 837 sq. ft. gym area,
 - c. A 312 sq. ft. staff room,
 - d. A 715 sq. ft. meeting area,
 - e. Two combined lobby areas of 2,550 sq. ft. with a market and coffee station, and
 - f. A 6,788 sq. ft., 224-seat restaurant with patio.
5. The applicant is planning to construct a hotel with the following variances to the hotel development standards:

| Hotel Development Standards | | | |
|--|---|--|---|
| | Required | Provided Exceptions Requested | Applicant's Justification for Exceptions Requested |
| Meeting Space | 5,000 sq. ft. minimum | 715 sq. ft. (2 guest rooms) | The economic feasibility of the project would require a reduction of 18 guest rooms |
| Parking Spaces | 205 spaces @ 1 space/room = 205 spaces 1 per 125 sq. ft. per meeting space = 6 spaces 1 per 5 seats restaurant seating = 45 spaces Total of 256 spaces | 205 rooms @ 0.7 space/room = 144 715 sq. ft. meeting space = 6 spaces 224 seat restaurant @ 1 per 5 seats = 45 spaces Total of 195 spaces 199 spaces provided (22% difference) | Hotel parking primarily used in evening and shared with restaurant. Guests use ride sharing such as Uber & Lyft and shuttle service to airport being provided |
| State Highway 161 Overlay District Requirements | | | |
| Parking Lot Design | No more than 25% of the required parking may be located between the façade of a building and S. H. 161. | 46% (90 spaces) of the required parking located between the façade of the building and S.H. 161 | Only one elongated double stacked aisle drive is between the hotel and S.H. 161. |

6. The hotel development standards require a minimum of 5,000 square feet of meeting space. The applicant is only proposing to provide 715 square feet. The applicant's justification is that the industry demand for a quality full service restaurant is being provided and that the construction of a larger meeting space would be detrimental to the economic feasibility of the project due to the removal of a minimum of 18 rooms.
7. While restaurant seating is generally 1 space per 2.5 seats, restaurants with hotels have a reduced parking requirement of 1 space per 5 seats. Parking for the restaurant is fully provided.
8. For the hotel and restaurant, a total of 256 parking spaces are required and 199 are proposed, for a 22% parking variance. The applicant justifies the proposal by noting that parking is being shared by the hotel and restaurant, hotel parking is primary being used in the evenings, and guests will be using ride sharing platforms such as Uber, Lyft, shuttle service or taxi.
9. The State Highway 161 Overlay District requires the parking lot to be designed so that no more than 25% (49 spaces) to be located between the façade of the building and State Highway 161. The proposed site plan shows 90 parking spaces (46%) located between the façade of the building and State Highway 161. However, the building is wide, and there is only one drive aisle with parking on

each side between the building and the property line.

10. On February 1, 2018, the City Council approved an S-P-2 (Generalized Site Plan) for FWY (Freeway), Hotel & Multifamily uses with a note on the site plan that the zoning would meet the hotel standards. Also at that meeting, the applicant stated the same and that any hotel wishing to sell alcoholic beverages would need to rezone in order to do so. The current zoning case is requesting variances in addition to just the restaurant being able to sell alcoholic beverages.
11. Section 52-49(a)(10) states, "The sale of alcoholic beverages within three hundred (300) feet of a church, public or private school, or public hospital is hereby prohibited". This proposed zoning case meets the distance requirement regulations.
12. On December 12, 2019, the ICVB and city staff presented the proposed changes supported by the Board to the hotel development standards. **The proposed hotel meets or exceeds all of the ICVB's proposed standards.**
13. Staff can support the variance to the parking location, since it meets the intent of the ordinance by only having one double-stacked row of parking between the building and the State Highway 161 frontage. Staff can also support the requested parking variance, as this is in line with other variances approved for hotels and with previous ICVB recommendations to Council. Finally, staff can support the reduction in meeting space based on previous ICVB recommendations.
14. A total of five (5) public notices were mailed. Staff has not received any responses in support of or in opposition to this request.
15. This item support Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be adopted per the recommendation of the Planning and Zoning Commission.

39 Ordinance - Zoning Case ZC20-0017 - Considering a Zoning Change from S-P-2 (Generalized Site Plan) District for C-N (Neighborhood Commercial) Uses to S-P-1 (Detailed Site Plan) District for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption) Uses - Approximately 7,345 Sq. Ft. Located at 1800 Valley View Lane, Suite # 104 - Kelly Commercial Real Estate, Applicant; Phulbari, LLC, Owner

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: July 6, 2020 – Favorable 9-0.
2. The 2017 Imagine Irving Comprehensive Plan Future Land Use Map recommends *Business District* uses for this property. This land use category is described as a flexible use district for retail, office and commercial uses. The requested zoning is in conformance with the Comprehensive Plan.
3. The subject property is a 7,345 square foot lease space in a multi-tenant retail center for the “Curry Leaf” Restaurant. The multi-tenant building is part of an approximate 4-acre retail center with shared parking. **The applicant is proposing rezoning to allow an existing restaurant to sell alcoholic beverages for on-premises consumption.** The sale of alcoholic beverages for on-premises consumption is allowed only in the S-P-1 (Detailed Site Plan) for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption) district. The zoning case is necessary to permit the sale of alcohol as an accessory use for on-premises consumption.
4. The restaurant area will have 56 interior seats. A total of 23 parking spaces are required at one space for each 2.5 seats. These spaces can be provided from the existing 253 spaces that exist within the shopping center. No outdoor seating is proposed.
5. Section 52-49(a)(10) states, “The sale of alcoholic beverages within three hundred (300) feet of a church, public or private school, or public hospital is hereby prohibited”. This proposed zoning case meets the distance requirement regulations, and all other requirements of the S-P-1 (Detailed Site Plan) for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption) district.
6. A total of eight (8) public notices were mailed. Staff received one (1) response in support and none in opposition to this request.
7. This item support Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be adopted per the recommendation of the Planning and Zoning Commission.

40 Ordinance - Zoning Case ZC20-0032 - Considering a Proposed Zoning Change from R-6 (Single Family) District to S-P-2 (Generalized Site Plan) District for R-6 (Single Family) Uses - Approximately 0.22 Acres Located at 1916 Meadow Glen - Lai and Chuong Giang, Applicants/Owners

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: July 6, 2020 – Denial 8-1 (Commissioner McPhail, nay).
2. The 2017 Imagine Irving Comprehensive Plan Future Land Use Map recommends *Residential Neighborhood* uses for this property. This land use category is described as predominantly single-family detached homes or duplexes with some mix of non-residential uses, particularly in-home businesses. The requested zoning is in conformance with the Comprehensive Plan.
3. The applicant requests a zoning change to construct a carport within the front yard setback. The subject property is a corner lot.
4. **An exception is being requested for the carport encroaching into the required 30-foot established front setback by 20'**, resulting in a 10' setback from the front property line.
5. The front wall of the existing dwelling on this property is approximately 30 feet from the front property line, as are all the houses fronting on this block. Sec. 52-43(a) provides that if thirty (30) percent or more of the frontage on one side of a street between two (2) intersecting streets is improved with buildings that have observed an average front yard line with a variation in depth of not more than six (6) feet, then the average front yard (30 feet) as established shall be observed.
6. The applicant is proposing a 20' deep by 20.5' wide carport. A 20-foot long carport attached to the garage will measure 10' from the front property line.

| | Required in R-6 | Proposed |
|------------------|--------------------------------------|-----------------|
| Front Setback | 30 feet (established setback) | 10 feet |

7. The applicant has stated that the carport will be constructed with metal posts and have a pitched and shingled roof similar to that constructed on an adjacent property. However, as of September 1, 2019, the city may no longer require or enforce any materials beyond those allowed by the building code.
8. A residential carport on the adjacent property was approved through a site plan zoning case in November of 1993. This carport is 10.5 feet from the front property line. In the overall neighborhood, there are a few other carports allowed through S-P-2 zoning cases on Spanish Trail, Meadow Lark, and Pearl Lane.
9. While it is acknowledged that a carport has been installed on the adjacent property within the front setback, Staff remains consistent and cannot support this request

since the City cannot regulate the appearance of carports.

10. A total of 41 public notices were mailed. Staff received one (1) response in support and none in opposition to this request.
11. This item support Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be denied per the recommendation of the Planning and Zoning Commission.

41 Resolution - Special Fence Project Plan ZC20-0035 - Considering a Variance to Chapter 15 of the Land Development Code to Construct a 6-Foot Tall Wrought Iron Fence and Related Gates Within the Front Yard Setbacks Along Portland Street - Property Located at 3801-3855 Portland Street - CNS-Center for Neuro Skills, Applicant & Owner

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: July 6, 2020 – Favorable 9-0.
2. The subject property is a 2.1-acre area consisting of seven (7) fourplex lots along Portland Drive. **The applicant is proposing a Special Fence Project Plan to allow a 6-foot wrought iron fence and gate within the front yard of each lot.**
3. Sec. 15-10 of the fence ordinance prohibits fences within the front yard setback from exceeding four (4) feet in height. Fences in front yards must also allow for 50 percent through-visibility. The applicant is asking for an exception to allow a wrought iron fence that is six (6) feet in height along the front property lines of the lots on Portland Street. The wrought iron material will meet the visibility requirement.
4. The site is currently developed with a four-family home on each of the seven (7) lots. Access to the lots is provided from a private alley that provides access from Portland Street on the north side of Lot 8 and runs behind the homes. This access point will be gated. **The Fire Department and Traffic Department will have to approve the final design and location of the gate at time of permitting.**
5. The fence plan also proposes to include gated pedestrian access to each lot.
6. The applicant states that the reason for the request is to provide increased safety and security for the residents of the development.
7. Similarly developed lots to the north of the alley entrance on the same block have a

similar 6-foot tall wrought iron fence along their front property lines adjacent to Portland Street. A variance for that fence was granted by the Board of Adjustment on January 19, 2004.

8. Staff believes that a 6-foot tall fence on the property line is not out of character with the neighborhood and would match the existing fencing on the lots to the north.
9. A total of ten (10) public notices were mailed. Staff has not received any responses in support of or in opposition to this request.

Recommendation

The resolution be approved per the recommendation of the Planning and Zoning Commission.

42 Ordinance - Zoning Case ZC20-0037 - Considering a Proposed Zoning Change from C-C District Uses to S-P-1 for C-C District Uses - Approximately 2.87 Acres Located at 5140 N. Belt Line Rd - Murphy Oil USA Inc, Applicant; 5140 N Belt Line LLC, Owner

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: July 6, 2020 – Favorable 9-0.
2. The 2017 Imagine Irving Comprehensive Plan Future Land Use Map recommends *Business District* uses for this property. This land use category is described as a flexible use district for retail, office and commercial uses. The requested zoning is in conformance with the Comprehensive Plan.
3. The subject property is a vacant 2.87 acre tract located at 5140 N. Belt Line Road. The site is currently being developed with a gas station and related convenience store.
4. **The applicant is requesting an exception for a one-foot encroachment into the 30-front yard setback.** The structure is a prefabricated building which was placed on the property. During an inspection of the site after the building was placed, it was discovered that the building had inadvertently been set one (1) foot over the front setback line. The applicant requested that this exception be approved in order to avoid moving the building.
5. Since the property line is approximately 26 feet from the back of curb for N. Belt Line Road, staff believes the one (1) foot exception will have a negligible impact on the visual appearance of the building. All required landscaping will still be provided on the subject property.

6. Since the encroachment is only one foot and does not substantially affect the visual integrity or the physical safety of the site, the staff can support this request.
7. A total of 16 public notices were mailed. Staff has not received any responses in support of or in opposition to this request.
8. This item support Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be adopted per the recommendation of the Planning and Zoning Commission.

APPOINTMENTS AND REPORTS

43 Resolution - Selection of Mayor Pro Tem and Deputy Mayor Pro Tem by City Council

Administrative Comments

1. **Impact:** The selection of a Mayor Pro Tem and Deputy Mayor Pro Tem assures continuity of municipal government in the absence of the Mayor or Mayor Pro Tem.
2. In accordance with the City of Irving Charter, Article IV, Section 10, the City Council shall select from among the eight (8) council members a Mayor Pro Tem who shall perform all duties of the Mayor in the Mayor's absence or disability and a Deputy Mayor Pro Tem who shall perform all duties of the Mayor Pro Tem in the Mayor Pro Tem's absence or disability.

Recommendation

The resolution be approved.

44 Mayor's Report

Adjournment