

**WORK SESSION MEETING OF THE IRVING CITY COUNCIL
MEETING MINUTES
March 5, 2012**

The Irving City Council met in work session March 5, 2012 at approximately 1:10 p.m. The following members were present/absent:

Attendee Name	Organization	Title	Status	Arrived
Beth Van Duyne	Irving City Council	Mayor	Late	1:20 PM
Lewis Patrick	Irving City Council	Councilman	Present	
Rick Stopfer	Irving City Council	Councilman	Present	
Gerald Farris	Irving City Council	Councilman	Present	
Joe Philipp	Irving City Council	Councilman	Present	
Rose Cannaday	Irving City Council	Councilwoman	Present	
Roy Santoscoy	Irving City Council	Councilman	Absent	
Mike Gallaway	Irving City Council	Councilman	Late	1:30 PM
Dennis Webb	Irving City Council	Councilman	Present	

DISCUSSION TOPIC

1 Boards & Commissions Discussion

Ray Cerda, Parks & Recreation Interim Director, described the purpose of the Senior Services Advisory Committee, noting that at the January 2012 meeting, the Committee recommended recessing the Committee until the design and construction of a new senior center is underway. Staff's recommendation is to include the interested Senior Services Advisory Committee members as liaisons to the Parks & Recreation Board once the bonds for the project have been sold as a subcommittee to provide input.

Council agreed with staff's recommendation. Parks staff will communicate this decision with the Committee members.

Councilman Farris discussed the appointment process that is included in the rules of procedure and proposed additions based on previous discussions by council members.

Council agreed to include a note in the rules of procedure to use the districts as a guideline only to seek board members from throughout the city. It was also determined to add a line on the application for applicants to provide their Council district, if known.

Council discussed the interview process, interviewing groups or individuals.

It was determined to allow six minutes for each applicant interviewing with a maximum of five applicants in a group.

Staff and Council discussed moving the flood control districts and TIF board appointments to November with other board appointments. It was noted that these boards were established and regulated by state statute and not able to change locally.

Council agreed to have at least two councilmembers present during interviewing and try to interview applicants for one board in the same day, if possible.

Council agreed to mention that applications are held for a year within the rules of procedure.

Council agreed to continue to ask for the voter registration information on the application but not be a requirement to serve on a board.

Council agreed to require an application on file to be appointed to any boards.

Bradley Perrier, Strategic Services Director, updated the Council on the creation of an application database, noting that the goal is to have a database ready by April. He stated that he will work with IT staff to see if GIS is available within the database application to notate the Council district when applying.

Jacky Knox, DCURD General Manager, discussed the requirements for appointment to DCURD, Irving Flood District I and Irving Flood District III.

Council agreed to remove the flood control districts and TIF boards from the general board application and create a separate application for those.

Council and staff discussed the proposed criteria for appointment to TIF No. 1 and TIF No. 2. It was determined to continue discussions on appointment criteria at an Audit & Finance Committee meeting.

Council and staff discussed the Green Advisory Committee. It was a consensus of the Council to dissolve the current Committee and create an ordinance to establish a permanent Green Advisory Committee with up to 15 members.

Council recessed at approximately 3:05 p.m.

Council reconvened at approximately 3:25 p.m.

2 Ethics Committee Report

Charles Anderson, City Attorney, provided Council drafts of the proposed ethics policy and proposed rules of procedure.

Council and Matthew Boyle, Ethics Committee Advisor, discussed the proposed ethics code of conduct, ethics policy, corrective provisions, and appendix references to state and other local policies in place. Topics included lobbying, definition of gifts, release of confidential information, attorney-client privilege, substantial conflict of interest, political campaign contributions, discretionary contracts and formal complaints.

It was noted that the next Ethics Committee meeting will be scheduled for March 19, 2012.

Council adjourned at approximately 4:50 p.m.

Beth Van Duyne, Mayor

ATTEST:

Shanae Jennings, TRMC
City Secretary