

**MINUTES**  
**Irving City Council Work Session**  
**Thursday, May 6, 2021 at 10:00 AM**  
**City Hall, First Floor, Council Conference Room**  
**825 West Irving Boulevard, Irving, TX 75060**

The Irving City Council met in work session on May 6, 2021 at approximately 10:00 a.m. The following members were present/absent:

<b>Attendee Name</b>	<b>Organization</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Mayor Rick Stopfer	Irving City Council	Mayor	Present	
John C. Danish	Irving City Council	Councilman	Present	
Allan Meagher	Irving City Council	Councilman	Present	
Mark Zeske	Irving City Council	Councilman	Present	4:20 PM
Phil Riddle	Irving City Council	Councilman	Present	
J. Oscar Ward	Irving City Council	Councilman	Present	
Al Zapanta	Irving City Council	Councilman	Present	
Kyle Taylor	Irving City Council	Councilman	Present	
Wm David Palmer	Irving City Council	Councilman	Present	

Mayor Stopfer called the meeting to order at approximately 10:00 a.m.

Councilman Zeske arrived on Zoom at approximately 4:20 p.m.

**DISCUSSION TOPIC**

**1 Citizen Comments on Items Listed on the Agenda**

There were no speakers at this meeting.

**2 City Operations Update**

- COVID-19 Update and City Response

Jason Carriere, Emergency Management Coordinator, presented an update on the COVID-19 pandemic and the City's response. He also provided information on the vaccine providers within the City.

Council and staff discussed religious organizations and other groups that the City may be able to partner with to administer large batches of vaccines.

- Employee Recognition Event video

Mayor Stopfer presented the Public Service Recognition Week Proclamation for the City employees. A video was presented showing the recent employee recognition event.

**3 Council Security Awareness Training**

Eric Yancy, Information Security Administrator, provided security awareness training to the City Council and City staff in attendance.

**4 Review of Regular Agenda**

CONSENT AGENDA

- 5** Resolution -- Authorizing Preliminary Action for the City of Irving, Texas General Obligation Bonds, Series 2021 and Tax Note, Series 2021 in the Estimated Amount of \$33,000,000 and \$900,000 Respectively

Chris Hillman, City Manager, confirmed that the bonds are from the 2006 bond election. He also noted that staff had positive meetings with the rating agencies earlier in the week.

Council asked for the detailed list of the streets that will be improved be published online for the public to see. Council and staff also discussed the status of the 2006 bond package and prioritization of the projects.

Mr. Hillman noted that the 2021 bond capacity will be a major topic at the May 19 and 20 strategic plan and budget meetings. He also described the other agenda items planned for those meetings.

- 8** Resolution -- Approving a Professional Services Consulting Agreement Between the City of Irving and Life Extension Clinics, Inc. D/B/A Lifescan Wellness Centers for Firefighter Annual Physicals in an Amount Not-To-Exceed \$140,000.00

Council asked a why the physicals were not being conducted at the employee health clinic.

Jill McAdams, Human Resources Director, noted that the employee health clinic is not equipped to provide this service at this time but will look at costs to include this service at the clinic.

- 12** Resolution -- Approving and Accepting the Proposal of JNA Painting & Contracting Company, Inc., in the Amount of \$291,370.00 for the Exterior Waterproofing/Painting of City Hall and Painting of Parking Garage Project

Pat Lamers, Capital Improvement Program Director, confirmed that the stucco on the building will be fixed before being painted.

- 14** Resolution -- Authorizing the Exercise of the Right of Eminent Domain and the Initiation of Condemnation Proceedings in Accordance with the City Charter, Chapter 21 of the Texas Property Code, and Other Authority to Acquire Real

Property Interests for Public Use on Three Parcels Located at 1501 Valley View Lane for the Conflans Road Extension Project

It was noted that this item will be discussed in Executive Session.

- 16** Resolution -- Terminating a Fiscal Year 2019-2020 Community Development Block Grant COVID Agreement Between Baptist Benevolence Ministries of Irving Dba Crisis Ministries Inc and the City of Irving

DeLiza Gierling, Community Development Manager, outlined the request to terminate this CDBG agreement.

Councilman Taylor provided additional information on the process the non-profit organizations go through to utilize federal funds.

Council and staff discussed the use of federal funds and finding entities that can utilize the funds to assist the public.

- 22** Resolution -- Approving an Administrative Services Agreement between the City of Irving and Blue Cross Blue Shield of Texas in the Average Estimated Annual Amount of \$1,575,300.00 for Medical and Pharmacy Insurance Administration Services for a Three-Year Period

Chris Hillman, City Manager, clarified that, based on usage, it is estimated that the employee premiums may increase 1-2% with the new contract.

- 28** Resolution -- Approving and Accepting the Bid from Tejas Utilities, LLC, in the Total Estimated Amount of \$594,999.00 for the Street Light Installation Project along Irving Blvd. (SH 356) between W. Pioneer Road and N. Sowers Road

Dan Vedral, Traffic and Transportation Director, confirmed that the solar lights will be repurposed along Campion Trail.

INDIVIDUAL CONSIDERATION

- 34** Resolution -- Terminating a Fiscal Year 2019-2020 Community Development Block Grant COVID Agreement Between Irving Cares, Inc. and the City of Irving

Councilman Taylor abstained from this discussion and has filed an Abstention Affidavit with the City Secretary's Office.

- 35** Resolution -- Approving the Allocations of the Community Development Block Grant COVID-19 and Emergency Solutions Grant COVID-19 Funds to Non-Profit Organizations in the Amount of \$262,716.50

Councilman Taylor abstained from this discussion and has filed an Abstention Affidavit with the City Secretary's Office.

Council convened into Executive Session following review of the regular agenda at approximately 11:52 a.m.

Council reconvened from Executive Session at approximately 12:21 p.m.

Council recessed for a short break at approximately 12:21 p.m.

Council reconvened at approximately 12:48 p.m.

**5 Downtown Facade Grant Program - 135 S Main**

Imelda Speck, Economic Development Project Administrator, described the applicant's grant request for façade improvements at 135 S. Main Street.

Council discussed the small businesses and design standards on Main Street.

It was the consensus of the Council to move forward with the request.

**6 Delaware Creek Homes Phase 3 (Tracts 12A&B) Next Steps**

Imelda Speck, Economic Development Project Administrator, detailed the Delaware Creek Homes Phase 3 project.

Council and staff discussed the improvements completed around Delaware Creek.

It was the consensus of the Council to move forward with Phase 3 including detached multi-family as a housing option with individual ownership versus a rental structure.

**7 Irving Future in Focus (Budget, Services & 5-Year Outlook):**

- Communications

April Reiling, Communications Director, introduced the Communication Department's organizational structure and business objectives, service enhancements, 5-year Future in Focus and budgetary needs.

Heather Taylor, Print and Design Supervisor, outlined community and neighborhood engagement.

Elizabeth Knighten, Internal Communications Coordinator, detailed the internal communications services.

Brett Wheeler, Executive Producer, described ICTN programming and video services.

Council recessed at approximately 2:52 p.m.

Council reconvened at approximately 3:09 p.m.

- Finance and Non-Departmental

Bret Starr, Finance Director, presented the Finance Department's current budget, services, and a five-year outlook for the department related to personnel, service enhancements, 5-year Future in Focus and budgetary needs. He also provided information on the Non-Departmental fund.

- Human Resources

Jill McAdams, Human Resources Director, presented the Human Resource Department's current budget, service enhancements, 5-year Future in Focus and budgetary needs.

Elliott Harper, Talent Services Manager, provided information on the talent services division.

Jason Hardy, Workforce Services Manager, provided information on the workforce services division.

- Economic Development

Philip Sanders, Assistant City Manager, introduced the Economic Development Department's services.

Jennifer Ramirez, Economic Development Project Administrator, provided information on contract management.

Joe Chapa, VP of Irving International Affairs and Sister Cities, provided information on international incubator initiatives that may be an option to utilize The Study space in the future. This is located at the former Central Library building

Council and staff discussed the lack of activity at The Study.

Imelda Speck, Economic Development Project Administrator, provided information on the land bank program, project coordination with the CIP Department, TIF District administration with Finance, and COVID-19 economic assistance.

Bryan Haywood, Economic Development Project Manager, described Economic Development Department's current budget, recent enhancements, 5-year Future in Focus and budgetary needs.

Council and staff discussed the economic development incentive fund projections for the future, based on the TIF No. 1 ratchet down program.

Chris Hillman, City Manager, provided an update on the PUD No. 6, the former Texas Stadium site, and the need for street improvements to connect the Signature Bridge to Texas Plaza.

- City Manager's Office

Chris Hillman, City Manager, introduced the City Manager's Office's future in focus.

Tony Cao, Assistant to the City Manager, provided information on the City Manager's Office's personnel, current budget, services, and a five-year outlook for the department related to personnel, service enhancements, 5-year Future in Focus and budgetary needs.

Aimee Kaslik, Chief Innovation and Performance Officer described the innovation and performance division.

Jon Weist, Legislative Officer outlined the legislative services program.

- City Secretary's Office

Jennifer Phillips, Deputy City Secretary, presented the City Secretary's Office's services, and a five-year outlook for the department related to personnel, service enhancements, 5-year Future in Focus, current budget, and future budgetary needs.

## EXECUTIVE SESSION

Council convened into executive session pursuant Section 551.071, and Section 551.087 of the Texas Local Government Code to discuss the below item and items 13, 14, 18, and 22 from the regular agenda at approximately 11:52 a.m.

- 8** Economic Development Negotiations and Legal Advice - Crane Worldwide Logistics - Open Meetings Act § 551.087 and § 551.071

Council reconvened from executive session at approximately 12:21 p.m. and continued with Item 5 on the Work Session agenda.

Council adjourned the meeting at 6:00 p.m.

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Richard H. Stopfer, Mayor

ATTEST:

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Shanae Jennings, TRMC  
City Secretary