AGENDA
Irving City Council Budget Retreat
Wednesday, May 17, 2023 at 8:00 AM
At the Omni Las Colinas Hotel, Salons E & F
221 Las Colinas Boulevard, Irving, Tx 75039 and
Thursday, May 18, 2023 at 8:00 AM
At the Jack Huffman Building
801 W Irving, Blvd, Irving, Texas 75060

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.

8:00 A.M. Breakfast

8:30 A.M Meeting

A. Citizen Comments on Items listed on the Agenda

B. Action Items

1. Ordinance - Canvassing the Returns and Declaring the Results of the Regular Municipal Election Held on May 6, 2023; for the Purpose of Electing the Position of Mayor and City Council Places 3 and 5

2. Ordinance - Canvassing the Returns and Declaring the Results of the Special Election Held on May 6, 2023; for the Purpose of Adoption or Rejection of Proposed Amendments to the City's Home Rule Charter

3. Administer Statement of Elected Officer and Oath of Office to Newly Elected Council Member

4. Ordinance - Ordering a Runoff Election to be Held on June 10, 2023, for the Purpose of Electing City Council Places 3 and 5; Designating the Place at Which Said Election is to be Held; Making Provisions for the Conduct of that Election

5. Ordinance - Amending Chapter 16 Entitled “Finance and Taxation” of the Code of Civil and Criminal Ordinances of the City of Irving, Texas, by Amending Sections 16-26 and 16-27 Regarding Approval and Signature of Certain Agreements and Legal Instruments by the City Manager

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.
6. Resolution - Approving Request of Music Factory Portfolio, L.P., for a Structural Alteration to Allow Exterior Modifications to Building D1 at Toyota Music Factory Located at 300 West Las Colinas Boulevard

7. Resolution - Awarding an Annual Contract to USIC Locating Services, LLC, in the Total Estimated Amount of $180,000.00 for Fiber Optic Network Locate Services

C. Classification and Compensation Study Review and Recommendations

D. Solid Waste Services Collection Discussion

E. Aquatics/Pools – Community Center Concept

F. Retiree Health Care Update

G. Medic 8 Update

H. Capital Improvement Program (CIP) and Municipal Drainage Utility (MDU) Updates

I. Property Tax

J. Future in Focus Priorities and Updates
   1. Vibrant Economy
   2. Infrastructure Investment
   3. Sense of Community
   4. Government Sustainability
   5. Safe and Beautiful City

K. Development Infrastructure Impacts and Impact Fee Discussion

L. Citizen Input Summary

CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the Kiosk at the City Hall of the City of Irving, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Friday, May 12, 2023 at 5:00 p.m., and remained so posted at least 72 hours before said meeting convened.

__________________________________                ___________________________
Shanae Jennings, City Secretary                                                              Date Notice Removed
Ordinance -- Canvassing the Returns and Declaring the Results of the Regular Municipal Election Held on May 6, 2023; for the Purpose of Electing the Position of Mayor and City Council Places 3 and 5

Administrative Comments
1. This item has been recommended by the City Secretary’s Office.
2. **Impact**: It is required that the Council approve the canvass after the Ballot Board has certified the election results.

Recommendation
The ordinance be adopted.

ADDITIONAL COMMENTS:

<table>
<thead>
<tr>
<th>Contract Required</th>
<th>Review Completed By</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>NA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Action</th>
<th>Council Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ord. 2023-10680</td>
<td>Ordinance calling election</td>
</tr>
<tr>
<td>Ord. 2023-10716</td>
<td>Ordinance adopting partial cancellation</td>
</tr>
</tbody>
</table>

Discretionary Contract Disclosure Form Required: No
Certificate of Interested Parties (Form 1295) Required: No
Updated elections totals will be provided once they have been received from Dallas County Elections.

ATTACHMENTS:

- Election Night final Dalco report-Irving (PDF)

CURRENT YEAR FINANCIAL IMPACT:
NONE

REVISION INFORMATION:
Prepared: 5/6/2023 09:02 AM by Jennifer Phillips
Last Updated: 5/12/2023 11:09 AM by Jennifer Phillips
AN ORDINANCE CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE REGULAR MUNICIPAL ELECTION HELD ON MAY 6, 2023; FOR THE PURPOSE OF ELECTING THE POSITION OF MAYOR AND CITY COUNCIL PLACES THREE (3) AND FIVE (5); PROVIDING FOR A SEVERABILITY CLAUSE

WHEREAS, on January 12, 2023, the Irving City Council, by Ordinance No. ORD-2023-10680, called a Regular Municipal Election to be held on Saturday, May 6, 2023 for the purpose of electing the position of Mayor and City Council Places Three (3) and Five (5); and

WHEREAS, on March 9, 2023, the Irving City Council, by Ordinance No. ORD-2023-10716 accepted the certification that Richard H. Stopfer, candidate for Mayor was unopposed in the May 6, 2023 Regular Municipal Election and declared Richard H. Stopfer elected to office for Mayor for said election; and

WHEREAS, public notice of the Regular Municipal Election was duly given, and such election was duly and properly held and administered in accordance with the laws of the State of Texas, the Charter of the City of Irving, and the Federal Voting Rights Act of 1965; and

WHEREAS, a canvass of the Regular Municipal Election returns was conducted on May 17, 2023; and

WHEREAS, it was found that the persons herein named received the following votes for said term of office on the Irving City Council of the City of Irving, Texas:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>NUMBER OF VOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Member Place 3, District 3 – Single Member</td>
<td></td>
</tr>
<tr>
<td>Mark Zeske</td>
<td>528</td>
</tr>
<tr>
<td>Abdul Khabeer</td>
<td>772</td>
</tr>
<tr>
<td>Paul Bertanzetti</td>
<td>312</td>
</tr>
<tr>
<td>Council Member Place 5, District 5 – Single Member</td>
<td></td>
</tr>
<tr>
<td>Anthony Stanford</td>
<td>46</td>
</tr>
<tr>
<td>Heather A. Stroup</td>
<td>495</td>
</tr>
<tr>
<td>Jesse Koehler</td>
<td>83</td>
</tr>
<tr>
<td>Matt Varble</td>
<td>443</td>
</tr>
<tr>
<td>Mark Cronenwett</td>
<td>731</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION 1. That the Regular Municipal Election held on May 6, 2023 was duly and legally called, notice thereof given, and conducted in accordance with the Constitution and laws of the State of Texas, the Charter of the City of Irving, the Federal Voting Rights Act of 1965, and the ordinance calling said election; the election returns have been properly made to the officials of the City of Irving
entitled to receive the same; and said election properly represents the desires of the voters of the City of Irving.

SECTION 2. That the following named candidates were duly elected at said Regular Municipal Election to the respective named offices of the City of Irving:

Richard H. Stopfer – Mayor – At-Large

SECTION 3. That a runoff election will be held on June 10, 2023, between Mark Zeske and Abdul Khabeer to determine who will be elected as Council Member Place 3, District 3 – Single Member.

SECTION 4. That a runoff election will be held on June 10, 2023, between Heather A. Stroup and Mark Cronenwett to determine who will be elected as Council Member Place 5, District 5 – Single Member.

SECTION 5. It is hereby declared that the City of Irving approves and accepts the results of the Regular Municipal Election, as set forth in the Election Returns Sheet attached herein as “Exhibit A.”

SECTION 6. Should any court of competent jurisdiction declare any section, subsection, clause, or phrase of this ordinance unconstitutional or invalid, it is expressly provided that any and all remaining portions of this ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause and phrase, without the inclusion of any unconstitutional or invalid provisions.

SECTION 7. It is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting was given.

SECTION 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 9. This ordinance shall become effective from and after its passage.
### Irving For Member of Council, Single Member District 3

**Vote For 1**

<table>
<thead>
<tr>
<th>Name</th>
<th>Total</th>
<th>Vote %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Zeske</td>
<td>528</td>
<td>32.75%</td>
<td>282</td>
<td>7</td>
<td>0</td>
<td>239</td>
</tr>
<tr>
<td>Abdul Khabeer</td>
<td>772</td>
<td>47.89%</td>
<td>439</td>
<td>2</td>
<td>0</td>
<td>331</td>
</tr>
<tr>
<td>Paul Bertanzetti</td>
<td>312</td>
<td>19.35%</td>
<td>155</td>
<td>1</td>
<td>0</td>
<td>156</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>1,612</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>876</strong></td>
<td><strong>10</strong></td>
<td><strong>0</strong></td>
<td><strong>726</strong></td>
</tr>
</tbody>
</table>

### Irving For Member of Council, Single Member District 5

**Vote For 1**

<table>
<thead>
<tr>
<th>Name</th>
<th>Total</th>
<th>Vote %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony Stanford</td>
<td>46</td>
<td>2.56%</td>
<td>23</td>
<td>0</td>
<td>0</td>
<td>23</td>
</tr>
<tr>
<td>Heather A. Stroup</td>
<td>495</td>
<td>27.53%</td>
<td>318</td>
<td>2</td>
<td>1</td>
<td>174</td>
</tr>
<tr>
<td>Jesse Koehler</td>
<td>83</td>
<td>4.62%</td>
<td>46</td>
<td>0</td>
<td>0</td>
<td>37</td>
</tr>
<tr>
<td>Matt Varble</td>
<td>443</td>
<td>24.64%</td>
<td>278</td>
<td>6</td>
<td>0</td>
<td>159</td>
</tr>
<tr>
<td>Mark Cronenwett</td>
<td>731</td>
<td>40.66%</td>
<td>463</td>
<td>2</td>
<td>0</td>
<td>266</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>1,798</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>1,128</strong></td>
<td><strong>10</strong></td>
<td><strong>1</strong></td>
<td><strong>659</strong></td>
</tr>
</tbody>
</table>

### Irving Proposition A

**Vote For 1**

<table>
<thead>
<tr>
<th>For/Against</th>
<th>Total</th>
<th>Vote %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>4,983</td>
<td>64.17%</td>
<td>2,840</td>
<td>34</td>
<td>1</td>
<td>2,108</td>
</tr>
<tr>
<td>Against</td>
<td>2,782</td>
<td>35.83%</td>
<td>1,487</td>
<td>28</td>
<td>0</td>
<td>1,267</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>7,765</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,327</strong></td>
<td><strong>62</strong></td>
<td><strong>1</strong></td>
<td><strong>3,375</strong></td>
</tr>
</tbody>
</table>

### Irving Proposition B

**Vote For 1**

<table>
<thead>
<tr>
<th>For/Against</th>
<th>Total</th>
<th>Vote %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>6,434</td>
<td>83.14%</td>
<td>3,631</td>
<td>52</td>
<td>1</td>
<td>2,750</td>
</tr>
<tr>
<td>Against</td>
<td>1,305</td>
<td>16.86%</td>
<td>682</td>
<td>7</td>
<td>0</td>
<td>616</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>7,739</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,313</strong></td>
<td><strong>59</strong></td>
<td><strong>1</strong></td>
<td><strong>3,366</strong></td>
</tr>
</tbody>
</table>

### Irving Proposition C

**Vote For 1**

<table>
<thead>
<tr>
<th>For/Against</th>
<th>Total</th>
<th>Vote %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,856</td>
<td>75.47%</td>
<td>3,302</td>
<td>46</td>
<td>0</td>
<td>2,508</td>
</tr>
<tr>
<td>Against</td>
<td>1,903</td>
<td>24.53%</td>
<td>1,029</td>
<td>10</td>
<td>1</td>
<td>863</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>7,759</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,331</strong></td>
<td><strong>56</strong></td>
<td><strong>1</strong></td>
<td><strong>3,371</strong></td>
</tr>
</tbody>
</table>
## Irving Proposition D
**Vote For 1**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>6,039</td>
<td>77.88%</td>
<td>3,412</td>
<td>41</td>
<td>1</td>
<td>2,585</td>
</tr>
<tr>
<td>Against</td>
<td>1,715</td>
<td>22.12%</td>
<td>911</td>
<td>16</td>
<td>0</td>
<td>788</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,754</td>
<td>100.00%</td>
<td>4,323</td>
<td>57</td>
<td>1</td>
<td>3,373</td>
</tr>
</tbody>
</table>

## Irving Proposition E
**Vote For 1**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,076</td>
<td>65.53%</td>
<td>2,902</td>
<td>40</td>
<td>1</td>
<td>2,133</td>
</tr>
<tr>
<td>Against</td>
<td>2,670</td>
<td>34.47%</td>
<td>1,417</td>
<td>18</td>
<td>0</td>
<td>1,235</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,746</td>
<td>100.00%</td>
<td>4,319</td>
<td>58</td>
<td>1</td>
<td>3,368</td>
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## Irving Proposition F
**Vote For 1**

<table>
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<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>6,784</td>
<td>87.15%</td>
<td>3,799</td>
<td>51</td>
<td>1</td>
<td>2,933</td>
</tr>
<tr>
<td>Against</td>
<td>1,000</td>
<td>12.85%</td>
<td>539</td>
<td>6</td>
<td>0</td>
<td>455</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,784</td>
<td>100.00%</td>
<td>4,338</td>
<td>57</td>
<td>1</td>
<td>3,388</td>
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## Irving Proposition G
**Vote For 1**

<table>
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<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>4,507</td>
<td>58.34%</td>
<td>2,528</td>
<td>29</td>
<td>1</td>
<td>1,949</td>
</tr>
<tr>
<td>Against</td>
<td>3,218</td>
<td>41.66%</td>
<td>1,763</td>
<td>28</td>
<td>0</td>
<td>1,427</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,725</td>
<td>100.00%</td>
<td>4,291</td>
<td>57</td>
<td>1</td>
<td>3,376</td>
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</table>

## Irving Proposition H
**Vote For 1**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,263</td>
<td>68.03%</td>
<td>2,962</td>
<td>39</td>
<td>1</td>
<td>2,261</td>
</tr>
<tr>
<td>Against</td>
<td>2,473</td>
<td>31.97%</td>
<td>1,356</td>
<td>18</td>
<td>0</td>
<td>1,099</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,736</td>
<td>100.00%</td>
<td>4,318</td>
<td>57</td>
<td>1</td>
<td>3,360</td>
</tr>
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</table>

## Irving Proposition I
**Vote For 1**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,692</td>
<td>75.44%</td>
<td>3,213</td>
<td>46</td>
<td>1</td>
<td>2,432</td>
</tr>
<tr>
<td>Against</td>
<td>1,853</td>
<td>24.56%</td>
<td>977</td>
<td>9</td>
<td>0</td>
<td>867</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,545</td>
<td>100.00%</td>
<td>4,190</td>
<td>55</td>
<td>1</td>
<td>3,299</td>
</tr>
</tbody>
</table>

## Irving Proposition J
**Vote For 1**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,545</td>
<td>72.81%</td>
<td>3,142</td>
<td>47</td>
<td>1</td>
<td>2,355</td>
</tr>
<tr>
<td>Against</td>
<td>2,071</td>
<td>27.19%</td>
<td>1,083</td>
<td>7</td>
<td>0</td>
<td>981</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,616</td>
<td>100.00%</td>
<td>4,225</td>
<td>54</td>
<td>1</td>
<td>3,336</td>
</tr>
</tbody>
</table>
Ordinance -- Canvassing the Returns and Declaring the Results of the Special Election Held on May 6, 2023; for the Purpose of Adoption or Rejection of Proposed Amendments to the City's Home Rule Charter

**Administrative Comments**

1. This item has been recommended by the City Secretary’s Office and supports Future in Focus: Sense of Community -- Actively engage and communicate with the community.

2. **Impact:** The City Council placed multiple home rule charter amendments on the May 6, 2023 ballot based on the recommendations of the Charter Review Committee.

3. It is required that the Council affirm the approval of the canvass after the Ballot Board has certified the election results.

**Recommendation**

The ordinance be adopted.

**ADDITIONAL COMMENTS:**

<table>
<thead>
<tr>
<th>Contract Required:</th>
<th>No</th>
<th>Review Completed By:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previous Action:</td>
<td>Ord. 2023-10697</td>
<td>Council Action: Ordered Special Election</td>
</tr>
</tbody>
</table>

The final canvass results will be provided to you after the Ballot Board has met and information has been received from Dallas County Elections.

**ATTACHMENTS:**

- Election Night final Dalco report-Irving (PDF)

**CURRENT YEAR FINANCIAL IMPACT:**

None

**REVISION INFORMATION:**

Prepared: 5/6/2023 08:57 AM by Jennifer Phillips
Last Updated: 5/12/2023 11:10 AM by Jennifer Phillips
AN ORDINANCE CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON MAY 6, 2023, IN THE CITY OF IRVING, TEXAS FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY OF IRVING FOR THE ADOPTION OR REJECTION OF PROPOSED AMENDMENTS TO THE EXISTING CITY CHARTER

WHEREAS, the City of Irving, Texas, held a Special Election on May 6, 2023 for the purpose of submitting to the qualified voters of the city of Irving, Texas, amendments to the Charter of the City of Irving, Texas; and

WHEREAS, public notice of the Special Election was duly given, and such election was duly and properly held and administered in accordance with the laws of the State of Texas, the Charter of the City of Irving, and the Federal Voting Rights Act of 1965; and

WHEREAS, a canvass of the Special Election returns was conducted on May 17, 2023; and

WHEREAS, it was found that the following amendments to the Irving City Charter were submitted to all residents and qualified electors of the City for the purpose of adopting or rejecting ten (10) separately proposed amendments to the existing city charter as hereinafter delineated and the following votes were cast for or against the proposed amendments:

**City of Irving Proposition A**

Shall Art. III, Sec. 18 and Art. IV, Sec. 18 of the Irving City Charter be amended to clarify and update the process for conveyances of real property owned by the city and franchises authorized by the city including allowing a franchise ordinance to be read and voted on at one (1) council meeting rather than at three (3) council meetings?

<table>
<thead>
<tr>
<th></th>
<th>FOR</th>
<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
<td>2875</td>
<td>1515</td>
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<td>ELECTION DAY</td>
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<tr>
<td>TOTAL</td>
<td>4983</td>
<td>2782</td>
</tr>
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</table>

**City of Irving Proposition B**

Shall Art. IV, Sec. 3 of the Irving City Charter be amended to require the placement of a candidate for city council on the official ballot upon the filing of an application and a petition signed by qualified voters eligible to vote for the candidate equal to the minimum number of signatures required by state law and to clarify that a candidate shall not be placed on the official ballot if the candidate is term limited or otherwise ineligible pursuant to the Charter or state law?

<table>
<thead>
<tr>
<th></th>
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<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
<td>3684</td>
<td>689</td>
</tr>
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</table>
City of Irving Proposition C

Shall Art. IV, Sec. 3 of the Irving City Charter be amended to require the city council, after the release of the federal decennial census, to review and, if appropriate, rearrange single member council districts to make all districts to be reasonably equal in population?

<table>
<thead>
<tr>
<th></th>
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<th>AGAINST</th>
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</thead>
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<tr>
<td>EARLY VOTES</td>
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<td>1040</td>
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<td>ELECTION DAY</td>
<td>2508</td>
<td>863</td>
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<tr>
<td>TOTAL</td>
<td>5856</td>
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City of Irving Proposition D

Shall Art. IV, Sec. 8 of the Irving City Charter be amended to define a term of office and change term limits for members of the city council as being elected to three (3) full consecutive terms in the same position, and prohibiting a term-limited council member from being eligible to become a candidate for another position on the city council, except for mayor, for three and one-half (3 ½) years after being elected to a third full consecutive term?

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
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<td>927</td>
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<td>ELECTION DAY</td>
<td>2585</td>
<td>788</td>
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<tr>
<td>TOTAL</td>
<td>6039</td>
<td>1715</td>
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</table>

City of Irving Proposition E

Shall Art. IV, Sec. 12 and Art. VIII, Sec. 3 of the Irving City Charter be amended to authorize the city manager, as the city’s chief executive, to sign contracts and other legal instruments on behalf of the city instead of the mayor when authorized by the city council and approved as to form by the city attorney?

<table>
<thead>
<tr>
<th></th>
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<th>AGAINST</th>
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</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
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<td>1435</td>
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<td>ELECTION DAY</td>
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<tr>
<td>TOTAL</td>
<td>5076</td>
<td>2670</td>
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</table>

City of Irving Proposition F

Shall Art. IV, Sec. 15-A of the Irving City Charter be amended to require the city council to set forth appropriate standards for lobbyists and review the code of ethics at least once every five (5) years after adoption of this amendment?
<table>
<thead>
<tr>
<th></th>
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<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
<td>3851</td>
<td>545</td>
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<tr>
<td>ELECTION DAY</td>
<td>2933</td>
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<td>TOTAL</td>
<td>6784</td>
<td>1000</td>
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**City of Irving Proposition G**

Shall Art. VII, Sec. 1 of the Irving City Charter be amended to provide authority to issue economic development bonds for any purpose so long as not prohibited by state law?

<table>
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<tr>
<th></th>
<th>FOR</th>
<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
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<td>1791</td>
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<td>ELECTION DAY</td>
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<td>TOTAL</td>
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<td>3218</td>
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**City of Irving Proposition H**

Shall Art. XI, Sec. 4 of the Irving City Charter be amended to increase the city secretary’s time for reviewing a voter-submitted petition relating to an initiative or referendum from ten (10) working days to twenty (20) working days?

<table>
<thead>
<tr>
<th></th>
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<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
<td>3002</td>
<td>1374</td>
</tr>
<tr>
<td>ELECTION DAY</td>
<td>2261</td>
<td>1099</td>
</tr>
<tr>
<td>TOTAL</td>
<td>5263</td>
<td>2473</td>
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**City of Irving Proposition I**

Shall the following provisions of Art. IV of the Irving City Charter be amended to delete and update election-related provisions preempted by state law and to remove unconstitutional and unlawful provisions:

Art. IV, Sec. 3(a) removes “shall not be in arrears in the payment of taxes or other liabilities due the city” which has been deemed to be unconstitutional.

Art. IV, Sec. 5 deletes language that is preempted by state law and updates when the city council can call a meeting to canvass an election to be consistent with state law.

Art. IV, Sec. 8(b) removes “immediate forfeit” and replaces with “create a vacancy” for consistency with state law.

Art. IV, Sec. 8-A relating to a council member becoming a candidate for another office is deleted in its entirety because it is preempted by state law.

Art. IV, Sec. 8-B deletes “employee, etc.” in heading and “a city employee” and “employment” in section because it is preempted by state law and deemed unlawful.
Art. IV, Sec. 9(a) removes “mayor” and replaces with “city council” to be consistent with state law.

Art. IV, Sec. 9(c) relating to the procedure for conducting an election to fill a vacant office is deleted in its entirety because it is preempted by state law.

Art. IV, Sec. 11-A removes “automatically resign from the [office]” and replaces with “create a vacancy in that [office]” to be consistent with state law; and deletes other language preempted by state law.

<table>
<thead>
<tr>
<th></th>
<th>FOR</th>
<th>AGAINST</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY VOTES</td>
<td>3260</td>
<td>986</td>
</tr>
<tr>
<td>ELECTION DAY</td>
<td>2432</td>
<td>867</td>
</tr>
<tr>
<td>TOTAL</td>
<td>5692</td>
<td>1853</td>
</tr>
</tbody>
</table>

**City of Irving Proposition J**

Shall the following provisions of Art. IV of the Irving City Charter be amended to correct non-substantive errors, such as misspellings and grammatical errors; to update language to be gender-neutral and for consistency with other Charter provisions; and to remove obsolete provisions:

Art. IV, Sec. 1 removes “law making” and replaces with “lawmaking” to correct a typographical error.

Art. IV, Sec. 2(a) clarifies that mayor and at-large members of council are elected by the qualified voters of the entire city while council members in single-member districts are elected by the qualified voters in their respective districts, consistent with other provisions of the Charter.

Art. IV, Sec. 3(c) referencing a superseded redistricting ordinance is deleted in its entirety because it is obsolete.

Art. IV, Sec. 8(b) removes “[member] of the city council” and replaces with “council [member]” for consistency with other provisions of the Charter.

Art. IV, Sec. 9(a) removes “exit” and replaces with “are created” to correct a typographical error; and adds “then” to clarify the grammar of the sentence.

Art. IV, Sec. 9(b) removes “[members] of the city council” and replaces with “council [member]” for consistency with other provision of the Charter.

Art. IV, Sec. 11-A removes “but” and replaces with “and” to clarify the grammar of the sentence.

Art. IV, Sec. 15 is a gender-neutral change that removes “councilmen” from heading and replaces with “council members.”

Art. IV, Sec. 17 removes “and” and replaces with a period and “Proposed ordinances or resolutions” to clarify the grammar of the sentence.

Art. IV, Sec. 18 deletes language relating to emergency measures because it is obsolete.
NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION 1. That the Special Election held on May 6, 2023 was duly and legally called, notice thereof given, and conducted in accordance with the Constitution and laws of the State of Texas, the Charter of the City of Irving, the Federal Voting Rights Act of 1965, and the ordinance calling said election; the election returns have been properly made to the officials of the City of Irving entitled to receive the same; and said election properly represents the desires of the voters of the City of Irving.

SECTION 2. That the majority of the qualified voters of said City, voting at the Special Election, voted “for” the following propositions and those said amendments were duly adopted and shall become part of the Charter of the City of Irving, Texas, and that the Charter of the City of Irving, adopted by the qualified voters of the City of Irving at an election on October 25, 1952, is hereby declared to be amended to conform to Propositions A, B, C, D, E, F, G, H, I, and J adopted by the qualified voters of the City of Irving, Texas, at said election held on the May 6, 2023.

Proposition A
Proposition B
Proposition C
Proposition D
Proposition E
Proposition F
Proposition G
Proposition H
Proposition I
Proposition J

SECTION 3. The City Secretary shall send to the Texas Secretary of State a certified copy of the Charter under the seal of the City showing the approval of the Charter amendments approved by the qualified voters of the City of Irving, Texas, duly adopted at the May 6, 2023 Special Election. The City Secretary shall record this ordinance in the City’s official election registrar.

SECTION 4. It is hereby declared that the City of Irving approves and accepts the results of the Special Election, as set forth in the Election Returns Sheet attached herein as “Exhibit A.”

SECTION 5. Should any court of competent jurisdiction declare any section, subsection, clause, or phrase of this ordinance unconstitutional or invalid, it is expressly provided that any and all remaining portions of this ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause and phrase, without the inclusion of any unconstitutional or invalid provisions.

SECTION 6. It is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting was given.

| EARLY VOTES | 3190 | 1090 |
| ELECTION DAY | 2355 | 981 |
| TOTAL | 5545 | 2071 |
SECTION 7. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
### Irving For Member of Council, Single Member District 3

**Vote For 1**

<table>
<thead>
<tr>
<th>Name</th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Zeske</td>
<td>528</td>
<td>32.75%</td>
<td>282</td>
<td>7</td>
<td>0</td>
<td>239</td>
</tr>
<tr>
<td>Abdul Khabeer</td>
<td>772</td>
<td>47.89%</td>
<td>439</td>
<td>2</td>
<td>0</td>
<td>331</td>
</tr>
<tr>
<td>Paul Bertanzetti</td>
<td>312</td>
<td>19.35%</td>
<td>155</td>
<td>1</td>
<td>0</td>
<td>156</td>
</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>1,612</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>876</strong></td>
<td><strong>10</strong></td>
<td><strong>0</strong></td>
<td><strong>726</strong></td>
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### Irving For Member of Council, Single Member District 5

**Vote For 1**

<table>
<thead>
<tr>
<th>Name</th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony Stanford</td>
<td>46</td>
<td>2.56%</td>
<td>23</td>
<td>0</td>
<td>0</td>
<td>23</td>
</tr>
<tr>
<td>Heather A. Stroup</td>
<td>495</td>
<td>27.53%</td>
<td>318</td>
<td>2</td>
<td>1</td>
<td>174</td>
</tr>
<tr>
<td>Jesse Koehler</td>
<td>83</td>
<td>4.62%</td>
<td>46</td>
<td>0</td>
<td>0</td>
<td>37</td>
</tr>
<tr>
<td>Matt Varble</td>
<td>443</td>
<td>24.64%</td>
<td>278</td>
<td>6</td>
<td>0</td>
<td>159</td>
</tr>
<tr>
<td>Mark Cronenwett</td>
<td>731</td>
<td>40.66%</td>
<td>463</td>
<td>2</td>
<td>0</td>
<td>266</td>
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<td><strong>Total Votes Cast</strong></td>
<td><strong>1,798</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>1,128</strong></td>
<td><strong>10</strong></td>
<td><strong>1</strong></td>
<td><strong>659</strong></td>
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### Irving Proposition A

**Vote For 1**

<table>
<thead>
<tr>
<th>For</th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In Person</th>
<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>4,983</td>
<td>64.17%</td>
<td>2,840</td>
<td>34</td>
<td>1</td>
<td>2,108</td>
</tr>
<tr>
<td>Against</td>
<td>2,782</td>
<td>35.83%</td>
<td>1,487</td>
<td>28</td>
<td>0</td>
<td>1,267</td>
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<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>7,765</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,327</strong></td>
<td><strong>62</strong></td>
<td><strong>1</strong></td>
<td><strong>3,375</strong></td>
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### Irving Proposition B

**Vote For 1**

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<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
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</thead>
<tbody>
<tr>
<td>For</td>
<td>6,434</td>
<td>83.14%</td>
<td>3,631</td>
<td>52</td>
<td>1</td>
<td>2,750</td>
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<td>Against</td>
<td>1,305</td>
<td>16.86%</td>
<td>682</td>
<td>7</td>
<td>0</td>
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</tr>
<tr>
<td><strong>Total Votes Cast</strong></td>
<td><strong>7,739</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,313</strong></td>
<td><strong>59</strong></td>
<td><strong>1</strong></td>
<td><strong>3,366</strong></td>
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### Irving Proposition C

**Vote For 1**

<table>
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<th>EV-Mail</th>
<th>EV-ED Provision</th>
<th>Election Day</th>
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<tbody>
<tr>
<td>For</td>
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<td>75.47%</td>
<td>3,302</td>
<td>46</td>
<td>0</td>
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<tr>
<td>Against</td>
<td>1,903</td>
<td>24.53%</td>
<td>1,029</td>
<td>10</td>
<td>1</td>
<td>863</td>
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<td><strong>Total Votes Cast</strong></td>
<td><strong>7,759</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>4,331</strong></td>
<td><strong>56</strong></td>
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<td><strong>3,371</strong></td>
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**Irving Proposition D**

Vote For 1

<table>
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<tr>
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<th>VOTE %</th>
<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
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<tbody>
<tr>
<td>For</td>
<td>6,039</td>
<td>77.88%</td>
<td>3,412</td>
<td>41</td>
<td>1</td>
<td>2,585</td>
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<tr>
<td>Against</td>
<td>1,715</td>
<td>22.12%</td>
<td>911</td>
<td>16</td>
<td>0</td>
<td>788</td>
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<tr>
<td>Total Votes Cast</td>
<td>7,754</td>
<td>100.00%</td>
<td>4,323</td>
<td>57</td>
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<td>3,373</td>
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**Irving Proposition E**

Vote For 1

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<tr>
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<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
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<tbody>
<tr>
<td>For</td>
<td>5,076</td>
<td>65.53%</td>
<td>2,902</td>
<td>40</td>
<td>1</td>
<td>2,133</td>
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<tr>
<td>Against</td>
<td>2,670</td>
<td>34.47%</td>
<td>1,417</td>
<td>18</td>
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<td>1,235</td>
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<td>Total Votes Cast</td>
<td>7,746</td>
<td>100.00%</td>
<td>4,319</td>
<td>58</td>
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<td>3,368</td>
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**Irving Proposition F**

Vote For 1

<table>
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<tr>
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<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
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</thead>
<tbody>
<tr>
<td>For</td>
<td>6,784</td>
<td>87.15%</td>
<td>3,799</td>
<td>51</td>
<td>1</td>
<td>2,933</td>
</tr>
<tr>
<td>Against</td>
<td>1,000</td>
<td>12.85%</td>
<td>539</td>
<td>6</td>
<td>0</td>
<td>455</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,784</td>
<td>100.00%</td>
<td>4,338</td>
<td>57</td>
<td>1</td>
<td>3,388</td>
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**Irving Proposition G**

Vote For 1

<table>
<thead>
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<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
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</thead>
<tbody>
<tr>
<td>For</td>
<td>4,507</td>
<td>58.34%</td>
<td>2,528</td>
<td>29</td>
<td>1</td>
<td>1,949</td>
</tr>
<tr>
<td>Against</td>
<td>3,218</td>
<td>41.66%</td>
<td>1,763</td>
<td>28</td>
<td>0</td>
<td>1,427</td>
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<tr>
<td>Total Votes Cast</td>
<td>7,725</td>
<td>100.00%</td>
<td>4,291</td>
<td>57</td>
<td>1</td>
<td>3,376</td>
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**Irving Proposition H**

Vote For 1

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,263</td>
<td>68.03%</td>
<td>2,962</td>
<td>39</td>
<td>1</td>
<td>2,261</td>
</tr>
<tr>
<td>Against</td>
<td>2,473</td>
<td>31.97%</td>
<td>1,356</td>
<td>18</td>
<td>0</td>
<td>1,099</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,736</td>
<td>100.00%</td>
<td>4,318</td>
<td>57</td>
<td>1</td>
<td>3,360</td>
</tr>
</tbody>
</table>

**Irving Proposition I**

Vote For 1

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,692</td>
<td>75.44%</td>
<td>3,213</td>
<td>46</td>
<td>1</td>
<td>2,432</td>
</tr>
<tr>
<td>Against</td>
<td>1,853</td>
<td>24.56%</td>
<td>977</td>
<td>9</td>
<td>0</td>
<td>867</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,545</td>
<td>100.00%</td>
<td>4,190</td>
<td>55</td>
<td>1</td>
<td>3,299</td>
</tr>
</tbody>
</table>

**Irving Proposition J**

Vote For 1

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>VOTE %</th>
<th>EV-In</th>
<th>EV-Mail</th>
<th>EV-ED</th>
<th>Election Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>5,545</td>
<td>72.81%</td>
<td>3,142</td>
<td>47</td>
<td>1</td>
<td>2,355</td>
</tr>
<tr>
<td>Against</td>
<td>2,071</td>
<td>27.19%</td>
<td>1,083</td>
<td>7</td>
<td>0</td>
<td>981</td>
</tr>
<tr>
<td>Total Votes Cast</td>
<td>7,616</td>
<td>100.00%</td>
<td>4,225</td>
<td>54</td>
<td>1</td>
<td>3,336</td>
</tr>
</tbody>
</table>
Ordinance -- Ordering a Runoff Election to be Held on June 10, 2023, for the Purpose of Electing City Council Places 3 and 5; Designating the Place at Which Said Election is to be Held; Making Provisions for the Conduct of that Election

Administrative Comments

1. This item has been recommended by the City Secretary’s Office.
2. Impact: Three candidates were listed on the ballot in the May 6, 2023 election for City Council Place 3 and five candidates were listed on the ballot for City Council Place 5. As stated by Article IV, Section 4 of the City of Irving Charter: “… the candidate receiving the majority number of votes cast for the place which that person seeks shall be elected to the respective office for which that person was a candidate.”
3. No single candidate received a majority of the votes for Place 3 or Place 5.
4. The runoff election will be held on June 10, 2023.

Recommendation

The ordinance be adopted.

ADDITIONAL COMMENTS:

Contract Required: Already approved
Previous Action: Ordinance No. 2023-10680- ordering election
Review Completed By: N/A
Council Action: Ordinance adopted

CURRENT YEAR FINANCIAL IMPACT:

Election costs are established by the Dallas County Elections Department and were approved by Resolution 2023-33

REVISION INFORMATION:

Last Updated: 5/12/2023 01:47 PM by Jennifer Phillips
ORDINANCE NO. (ID # 13664)

AN ORDINANCE OF THE CITY OF IRVING ORDERING A RUNOFF ELECTION TO BE HELD ON JUNE 10, 2023, FOR THE PURPOSE OF ELECTING CITY COUNCIL PLACES 3 AND 5; DESIGNATING THE PLACE AT WHICH SAID ELECTION IS TO BE HELD; MAKING PROVISIONS FOR THE CONDUCT OF THAT ELECTION; AND PROVIDING A SEVERABILITY CLAUSE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION 1. That a runoff election is hereby ordered to be participated in by the qualified voters of District 3 and District 5 of the City of Irving, Texas, to be held June 10, 2023, which is not earlier than the 20th or later than the 45th day after the date the final canvass of the regular municipal election is completed, between the hours of 7:00 a.m. and 7:00 p.m. at the voting places hereafter named, for the purpose of electing Council members to Places 3 and 5. Places 3 and 5 shall be a three (3) year terms. A candidate for Place 3 must live in District 3 at least one year prior to the regular municipal election day, and a candidate for Place 5 must live in District 5 at least one year prior to the regular municipal election day.

SECTION 2. That the City of Irving (“City”) has contracted its elections with Dallas County on behalf of the Dallas County Elections Administrator for the purpose of conducting the runoff election.

SECTION 3. That the City election precincts for this election shall consist of the territory located within Districts 3 and 5 of the City, and the polling places at said election shall be countywide polling places (commonly referred to as “Countywide Vote Centers”) located in Dallas County. A complete list of Runoff Election Day countywide Vote Centers is attached as Exhibit “A.” Exhibit “A” will be determined in the Joint Election Services Contract between Dallas County on behalf of the Dallas County Elections Administrator and Participating Political Subdivisions, including the City, and is subject to change by Dallas County in accordance with said Contract. Countywide Vote Centers for Election Day located within the City, are as follows:

**COUNTYWIDE VOTE CENTERS WITHIN DISTRICT 3 IN THE CITY OF IRVING**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>ROOM</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>ZIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Irving Library</td>
<td>Meeting room</td>
<td>4444 W Rochelle Rd</td>
<td>IRVING</td>
<td>75062</td>
</tr>
<tr>
<td>J O Davis Elementary School</td>
<td>Classroom 108 &amp; 109</td>
<td>310 Davis Dr.</td>
<td>IRVING</td>
<td>75061</td>
</tr>
<tr>
<td>Thomas Haley Elementary School</td>
<td>Small Gym</td>
<td>3601 Cheyenne St</td>
<td>IRVING</td>
<td>75062</td>
</tr>
<tr>
<td>W T Hanes Elementary School</td>
<td>Small Gym</td>
<td>2730 Cheyenne St</td>
<td>IRVING</td>
<td>75062</td>
</tr>
</tbody>
</table>

**COUNTYWIDE VOTE CENTERS WITHIN DISTRICT 5 IN THE CITY OF IRVING**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>ROOM</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>ZIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irving Fire Station #8</td>
<td>Front Bay</td>
<td>650 Las Colinas Blvd E</td>
<td>IRVING</td>
<td>75039</td>
</tr>
<tr>
<td>Macarthur High School</td>
<td>Spectator Gym Foyer</td>
<td>3700 N MacArthur Blvd</td>
<td>IRVING</td>
<td>75062</td>
</tr>
<tr>
<td>North Lake Campus-Dallas College</td>
<td>Rm F105</td>
<td>5001 N Macarthur Blvd</td>
<td>IRVING</td>
<td>75038</td>
</tr>
</tbody>
</table>
OTHER COUNTYWIDE VOTE CENTERS IN THE CITY OF IRVING

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>ROOM</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>ZIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irving Arts Center</td>
<td>Suite 200</td>
<td>3333 N Macarthur Blvd</td>
<td>IRVING</td>
<td>75062</td>
</tr>
<tr>
<td>Irving City Hall</td>
<td>Main Lobby</td>
<td>825 W Irving Blvd.</td>
<td>IRVING</td>
<td>75060</td>
</tr>
</tbody>
</table>

SECTION 4. Early voting shall be conducted by the Dallas County Elections Administrator, Michael Scarpello, who is hereby appointed as the Early Voting Clerk, said voting to be conducted by the Office of the Elections Department. The main early voting polling place is Elections Training/Warehouse, 1460 Round Table Drive, Dallas, Texas 75247. Michael Scarpello, Dallas County Elections Administrator, is hereby appointed as Manager of the Central Count Station. Early voting in the City of Irving will be conducted at the lobby of the City Hall Building, 825 West Irving Boulevard; Irving Arts Center, Art Lab 1, 3333 North MacArthur Boulevard; and all other locations in Dallas County as designated by the Dallas County Elections Administrator. The required early voting period of said election as well as additional times established by Dallas County is as follows:

- May 30 – June 2, 2023
  - Tuesday – Friday 8:00 a.m. – 5:00 p.m.
- June 3, 2023
  - Saturday 7:00 a.m. – 7:00 p.m.
- June 4, 2023
  - Sunday 10:00 a.m. – 4:00 p.m.
- June 5 – June 6, 2023
  - Monday – Tuesday 7:00 a.m. – 7:00 p.m.

SECTION 5. All requests for early voting ballots by mail shall be sent to and received by Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247, 214-819-6300, or via email to evapplications@dallascounty.org for processing. Persons voting by mail will send their voted ballots to the Dallas County Elections Department.

SECTION 6. That all resident qualified electors of Districts 3 and 5 of the City shall be permitted to vote in said election. In addition, the election material enumerated in the Texas Election Code shall be printed in English, Spanish, and Vietnamese for use at the polling places in said election.

SECTION 7. That the Office of the Elections Department, 1520 Round Table Drive, Dallas, Texas 75247, is hereby established as the Central Count Station to receive and tabulate votes for said election.

SECTION 8. That notice of this election shall be given by posting and publication, as required by law.

SECTION 9. That the terms and provisions of this ordinance shall be deemed to be severable and that if the validity of any section, subsection, sentence, clause, or phrase of this ordinance should be declared to be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this ordinance.

SECTION 10. That this ordinance shall become effective from and after its passage.
Ordinance -- Amending Chapter 16 Entitled “Finance and Taxation” of the Code of Civil and Criminal Ordinances of the City of Irving, Texas, by Amending Sections 16-26 and 16-27 Regarding Approval and Signature of Certain Agreements and Legal Instruments by the City Manager

Administrative Comments
1. This item has been recommended by the City Manager’s Office.
2. **Impact:** The proposed amendments to Chapter 16 of the Irving City Code would authorize the City Manager to have signatory authority over certain agreements and legal instruments.

**Recommendation**
The ordinance be adopted.

ADDITIONAL COMMENTS:

CURRENT YEAR FINANCIAL IMPACT:
None

REVISION INFORMATION:
Prepared: 5/8/2023 02:54 PM by Anthony Cao
Last Updated: 5/12/2023 09:13 AM by Jennifer Phillips
AN ORDINANCE AMENDING CHAPTER 16 ENTITLED “FINANCE AND TAXATION” OF THE CODE OF CIVIL AND CRIMINAL ORDINANCES OF THE CITY OF IRVING, TEXAS, BY AMENDING SECTIONS 16-26 AND 16-27 REGARDING APPROVAL AND SIGNATURE OF CERTAIN AGREEMENTS BY THE CITY MANAGER; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Irving, Texas, (the “City”) held a Special Election on May 6, 2023, for the purpose of submitting to the qualified voters ten (10) City Charter amendments, including a proposition authorizing the city manager to sign contracts and other legal instruments on behalf of the City instead of the mayor when authorized by the city council (“Proposition E”); and

WHEREAS, the Irving City Council canvassed the Special Election returns on May 17, 2023, and determined that all the City Charter amendments, including Proposition E, were approved by the qualified voters; and

WHEREAS, the City Council desires to authorize the city manager to sign certain contracts and other legal instruments on behalf of the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION 1. That Section 16-26 “Contracts for professional services, personal services, and high technology procurements” of Chapter 16 “Finance and Taxation” of the Code of Civil and Criminal Ordinances of the City of Irving, Texas is hereby amended to read as follows:

Section. 16-26. Contracts for professional services, personal services, and high technology procurements.

(a) Except for contracts made by the city attorney's office in connection with its provision of legal services on behalf of the city and its employees or representatives, all proposals for professional services, personal services, and high technology procurements shall be secured in accordance with such rules and regulations as established by the division of purchasing in conjunction with the city manager or the city manager's designee and applicable state law.

(b) The awarding of contracts for professional services and personal services shall be awarded by the city council and signed by the city manager or the city manager's designee if the contract amount equals or exceeds the amount set out in section 252.021(a) of the Texas Local Government Code, otherwise the contract may be approved and signed in accordance with section 16-27 of this chapter.

(c) Any award of a contract for professional services shall be done in accordance with applicable state law.
SECTION 2. That Section 16-27 “Approval of certain agreements” of Chapter 16 “Finance and Taxation” of the Code of Civil and Criminal Ordinances of the City of Irving, Texas is hereby amended and read as follows:

Section 16-27. Approval of certain agreements.

The city manager or city manager’s designee is hereby authorized to sign the following agreements when approved as to form by the city attorney or the city attorney’s designee:

1. Fire line service agreements.

2. Agreements, including purchase agreements for goods and services, contracts for professional services and personal services, grant agreements, and amendments, change orders, or addenda to such agreements, which, in total, do not exceed the amount set out in section 252.021(a) of the Texas Local Government Code.

3. Amendments, change orders, or addenda to agreements, including purchase agreements for goods and services, contracts for professional services and personal services, grant agreements, which agreements have previously been approved by the city council and which amendments do not exceed the amount set out in section 252.021(a) of the Texas Local Government Code.

4. Agreements permitting the use of city facilities and property.

5. Real property acquisitions within the following guidelines:
   a. Real property acquisitions negotiated to a settlement of two thousand dollars ($2,000.00) or less, regardless of appraised value/staff valuation.
   b. Real property acquisitions negotiated to a settlement above two thousand dollars ($2,000.00) but not more than fifteen thousand dollars ($15,000.00), provided the negotiated settlement is within fifteen (15) percent of the appraised value/staff valuation. Negotiated settlements that exceed fifteen (15) percent must be approved by city council action.
   c. All real property acquisitions negotiated to a settlement above fifteen thousand dollars ($15,000.00) must be approved by city council action, unless otherwise provided in this section.
   d. Real property acquisitions for the Lake Chapman Water Supply Project and outside of Dallas County negotiated to a settlement of fifteen thousand dollars ($15,000.00) or less, regardless of appraised value/staff valuation, and real property acquisition for said project negotiated to a settlement in any amount greater than fifteen thousand dollars ($15,000.00), provided the negotiated settlement is within fifteen (15) percent of the appraised value/staff valuation.
   e. Payments for damage to land and/or seasonal crops during surveys, preacquisition activities, construction, repair, or maintenance for the Lake Chapman Water Supply Project caused by vehicular and/or construction equipment access through the easement area and/or adjacent routes to and from public roads or other points of entry may be negotiated up to a settlement amount of five hundred dollars ($500.00) when approved by a department director or designated representative.
f. In eminent domain cases where the special commissioners have entered an award, the city manager or the city manager's designee is authorized, but not required, to deposit the award of the special commissioners into the registry of the court, and the city attorney or the city attorney's designee is authorized, but not required, to file an appeal of such award.

(6) Irving Arts Center's grants under the Resident Arts Organization Fund provided that such grants are approved by the Irving Arts Board and that the total amount of all such grants each year are at or within the amount approved for such grants in the annual budget approved by the city council.

(7) Municipally-owned service pole collocation attachment license agreements.

SECTION 3. That the terms and provisions of this ordinance shall be deemed to be severable and that if the validity of any section, subsection, clause, or phrase of this ordinance should be declared to be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause or phrase of this ordinance.

SECTION 4. That this ordinance shall be cumulative of all other ordinances of the City of Irving and shall not repeal any of the provisions of said ordinances except in those instances where provisions of those ordinances are in direct conflict with the provisions of this ordinance.

SECTION 5. That this ordinance shall be effective upon passage.
Resolution -- Approving Request of Music Factory Portfolio, L.P., for a Structural Alteration to Allow Exterior Modifications to Building D1 at Toyota Music Factory Located at 300 West Las Colinas Boulevard

Administrative Comments

1. This item is recommended by the Office of Economic Development and supports Future in Focus: Vibrant Economy - Support business retention and recruitment.

2. Impact: Approval of this item will allow Music Factory Portfolio, L.P. (MFP) to make a structural alteration to the exterior of building D1 at the Toyota Music Factory.

3. Although not a part of MFP's Annual Work Plan and Budget for FY 2022-23, MFP proposes the following modifications to the exterior of building D1.
   - New entry doors
   - New dark bronze metal canopy with radius steel and new lights to underside of canopy.
   - New black perforated metal panels added to existing railing on ground level
   - New and existing columns to be internally lit and wrapped with bronze metal mesh and black metal frame at each corner of the column
   - Transaction windows with an accessible counter and arched canopy

4. The proposed material colors of dark bronze and black may differ from the approved mostly grey metals throughout the site by Resolution No. RES-2014-102, approving the conceptual site plan, renderings, exterior building materials and materials board for the construction, design, and development of the Entertainment Center.

5. The project will take approximately three-four months to complete after materials are received. The exterior modifications will not disrupt subtenant operations.

6. Section 6(b) of the City’s lease with MFP 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, MFP is required to comply with all applicable codes and regulations that govern the structural alterations, and to secure appropriate permits before proceeding.

Recommendation

The resolution be approved.
ADDITIONAL COMMENTS:

Contract Required: No  Review Completed By: Janet Spugnardi
Previous Action: None  Council Action:
Discretionary Contract Disclosure Form Required: No
Certificate of Interested Parties (Form 1295) Required: No
TGC 2270 Verification Form Required: No

ATTACHMENTS:
RES - Exhibit A - TMF (PDF)
PRES - TMF (PPTX)

CURRENT YEAR FINANCIAL IMPACT:
None

REVISION INFORMATION:
Prepared: 5/1/2023 12:34 PM by Jennifer Ramirez
Last Updated: 5/11/2023 04:35 PM by Jennifer Ramirez
WHEREAS, by virtue of an assignment that became effective on or about May 27, 2022, Music Factory Portfolio, L.P. (“Company”) leases and operates the City-owned Entertainment Center pursuant to that certain Second Amended and Restated Lease Agreement dated October 22, 2015 (“Lease”); and

WHEREAS, the City previously entered into an Entertainment Center Development Agreement with its prior tenant, ARK Group of Irving, Inc. (“ARK”), effective August 5, 2013, as amended and restated on or about October 22, 2015 (“Development Agreement”), for the construction, design and development of the City-owned Entertainment Center; and

WHEREAS, on March 20, 2014, via Resolution No. RES-2014-102, the City Council approved the conceptual site plan, renderings, exterior building materials and materials board for the construction, design, and development of the Entertainment Center; and

WHEREAS, on February 15, 2018, the City Council approved Resolution No. RES-2081-68 finding that ARK satisfied the Completion Conditions of the Development Agreement, as of February 10, 2018; and

WHEREAS, on October 18, 2018, the City Council approved Resolution No. RES-2018-411 relative to construction of certain improvements at the Entertainment Center, and on November 9, 2018 the City Manager determined that such improvements have been completed in accordance with the intent of RES-2018-411; and

WHEREAS, the City Designee, by letter dated January 14, 2019, in accordance with provisions of section 1.19(l) of the Development Agreement, and RES-2018-411, accepted the Entertainment Center that construction conforms in all material respects with the approved plans and specifications; and

WHEREAS, pursuant to section 6(a) of the Lease, any material change to the Approved Plans (as defined in the Lease), or any plans and specifications for any improvements other than the Approved Plans, is subject to approval by the City; and

WHEREAS, pursuant to section 6(b) of the Lease, 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; and

WHEREAS, as the Landlord, the City is not obligated to approve structural alterations to the Entertainment Center; and

WHEREAS, the Company requests a structural alteration to the Entertainment Center to modify the exterior of building D-1; and
WHEREAS, the Company’s requested modifications to the exterior of building D-1 necessitates approval of the City Council of the structural alterations to the building as well as the color of the exterior building materials;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION I. THAT the statements contained in the preamble to this resolution are accepted as true, are hereby adopted as findings of fact, and incorporated into this resolution as if restated here.

SECTION II. THAT the City Council hereby approves the structural alteration to the Entertainment Center to modify the exterior of building D-1 and to modify the color of approved exterior materials in conformance with the depictions shown in the attached Exhibit A. The Company shall obtain all appropriate building permits and cause all work on the Entertainment Center to be performed in accordance with all applicable laws and all directions and regulations of all government bodies/agencies having jurisdiction and in a good and workmanlike manner.

SECTION III. THAT granting approval described in this resolution shall not include any implied or imputed approval beyond that expressly granted by the City Council pursuant to this resolution. This approval by the City Council shall not be deemed to constitute or include any approval required under any City code or in connection with any Governmental Function of the City.

SECTION IV. THAT this resolution shall take effect from and after its final date of passage, and it is accordingly so ordered.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS, on May 17, 2023.

________________________________________
RICHARD H. STOPFER
MAYOR

ATTEST:

_______________________________
Shanae Jennings
City Secretary/Chief Compliance Officer

APPROVED AS TO FORM:

_______________________________
Kuruvilla Oommen
City Attorney
Mica Fluoron® Classic II PVDF Colors

The coating system consists of a special primer and a durable color coat containing mica pearlescent flakes. Due to the orientation of aluminum / pearlescent flake pigments during application, the appearance will be directional in nature on metallic coatings.

Metallic Fluoron® Classic PVDF Colors

Metallic coatings employ metal flakes in the color coat. The system uses a special primer, a 70% resin based Fluoron color coat and a clear topcoat, to provide outstanding color and gloss retention, increased abrasion resistance and added protection against atmospheric contaminants.

SR (Solar Reflectivity) This is the ability of a material to reflect solar energy back into the atmosphere. Rated on a scale from 0 to 1, where 1 is the most reflective.

E (Emissivity) Emissivity is the material’s ability to release absorbed energy back into the atmosphere. Rated on a scale from 0 to 1, where 1 is the most emissive.

SRI (Solar Reflective Index) This is used to determine compliance with LEED requirements and is calculated according to ASTM E 1980 using values for reflectance and the materials ability to release absorbed energy (emissivity) in medium wind speed conditions. Rated on a scale from 0 to 1, where 1 is the most reflective.
Toyota Music Factory
Request for Structural Alteration
May 17, 2023
Location of Request

316 W. Las Colinas Blvd. Suite 100 – Rayleigh Underground
Existing Facade
Request

Exterior modifications to Building D1, Rayleigh Underground

- Entry doors

- Dark bronze metal canopy with radius steel and lights to underside

- Black perforated metal panels added to existing railing on ground level

- New and existing columns to be internally lit and wrapped with bronze metal mesh and black metal frame at each corner

- Transaction windows with an accessible counter and arched canopy
Plan

New Metal Panel

Columns

New Metal Panel

New Entry Doors

Window Counter and Canopy
Rendering
Estimated Project Schedule

• Current - Subtenant continues to complete interior finish out

• End of August 2023 - Substantial completion of interior finish out

• September 2023 – Final inspections for interior finish out

• Late September/Early October 2023 – Soft opening

• If approved for exterior modifications and after materials received, the exterior project will take three to four months to complete. The exterior modifications will not disrupt business operations.
Questions and Discussion

CityofIrving.org
@TheCityofIrving
Resolution -- Awarding an Annual Contract to USIC Locating Services, LLC, in the Total Estimated Amount of $180,000.00 for Fiber Optic Network Locate Services

Administrative Comments

1. This item is recommended by the Information Department. It supports Future in Focus: Government Sustainability – Improve efficiency through data, technology and thoughtful, innovative approaches.

2. Impact: Approval of this contract provides for TX811 locating services in support of the city-owned fiber optic network. The city-owned fiber optic network supports the City’s most critical data systems that include the public safety radio system, outdoor warning system, as well as our fire station alerting.

3. Locate services will be used to ensure that contractors that are working in the City of Irving are aware of the location of city-owned fiber to minimize the possibility of any damage to the city’s fiber network that supports connections to 33 facilities which depend upon the city’s critical networks. This will become even more important in the future with the city fiber network expansion plans to connect approximately 53 facilities. This contract will be crucial to ensure reliable network connectivity.

4. A Request for Proposals (RFP) was issued for these services; responses were received from two firms, one of which from an MWBE or HUB vendor. A selection committee comprised of staff from Information Technology and Capital Improvement Program departments evaluated the responses and recommends awarding this contract to USIC Locating Services, LLC, as the firm scoring the highest points based on the evaluation criteria established in the RFP.

5. This award establishes a contract for the continuation of providing fiber optic network locate services. The contract term is one year with three, one-year renewal options.

6. Funding for Fiscal Year 2022-23 is available in the Technology Fund, while funding for Fiscal Year 2023-24 is subject to budget appropriation.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Estimated Expenditure</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>USIC Locating Services, LLC</td>
<td>5/18/23 – 4/30/24</td>
<td>$60,000.00</td>
<td>2022-23</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$120,000.00</td>
<td>2023-24</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$180,000.00</td>
<td></td>
</tr>
</tbody>
</table>

Recommendation

The resolution be approved.
ADDITIONAL COMMENTS:

Contract Required: No  Review Completed By: Carolyn Matthis
Previous Action: None  Council Action: None
Discretionary Contract Disclosure Form Required: Yes
Certificate of Interested Parties (Form 1295) Required: Yes
TGC 2271 Verification Form Required: Yes
TGC 2274 Verification Form Required: Yes

Comments: Purchasing sent solicitations for RFP No. 041L-23F to 3,024 vendors, 1,510 of which were MWBE or HUB vendors. Two responses were received, one of which was from an MWBE or HUB vendor. USIC Locating Services, LLC, is recommended for award as the proposer who scored the highest points based on established evaluation criteria for this proposal is recommended for award. This award is for one years with three, one-year renewal options. These as-needed expenditures will be tracked using Contract No. 42300189-3.

Evaluation criteria were as follows: proposed cost of services (35%); service/support (30%); equipment/technology (15%); and responsiveness to the RFP/quality of proposal (10%).

CURRENT YEAR FINANCIAL IMPACT:

60277500-640021  Budget $60,000.00   Actual $60,000.00
Budget Adjustment/Transfer Required: No
Requisition No. 12302503
Purchase orders will be issued as needed for annual contract.

REVISION INFORMATION:

Prepared: 5/3/2023 06:37 PM by Darlene Humphries
Last Updated: 5/3/2023 07:15 PM by Darlene Humphries
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS:

SECTION I. THAT the City Council hereby awards an annual contract to USIC Locating Services, LLC, in the estimated amount of $60,000.00 for the period of May 18, 2023, through September 30, 2023, and in the estimated amount of $120,000.00 for the period of October 1, 2023, through April 30, 2024, subject to funds being appropriated in Fiscal Year 2023-24, for RFP No. 041L-23F Fiber Optic Network Locate Services.

SECTION II. THAT funding for these expenditures is available in the Technology Fund.

SECTION III. THAT this resolution shall take effect from and after its final date of passage, and it is accordingly so ordered.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF IRVING, TEXAS, on May 17, 2023.

__________________________________________
RICHARD H. STOPFER
MAYOR

ATTEST:

__________________________________________
Shanae Jennings
City Secretary/Chief Compliance Officer

APPROVED AS TO FORM:

__________________________________________
Kuruvilla Oommen
City Attorney
Classification and Compensation Study Review

Research | Findings | Recommendation

Matt Weatherly

Irving City Council Budget Retreat
May 17, 2023
Agenda Item C

Project Scope + Purpose

• Salary Survey – Civilian Focus
• 70th Percentile Market Position
• Salary Plan Recommendation

City of Irving Goals:
• Competitive Recruitment/Retention
• Fair and Competitive Compensation
• FY23 – Raise all positions to 70th Percentile
• FY24- Propose raising all positions to 80th Percentile
Market Comparators

Market Comparators include those employers Irving competes with to obtain and retain qualified employees.

<table>
<thead>
<tr>
<th>City</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arlington</td>
<td>Grand Prairie</td>
</tr>
<tr>
<td>Carrollton</td>
<td>Lewisville</td>
</tr>
<tr>
<td>Dallas</td>
<td>McKinney</td>
</tr>
<tr>
<td>Denton</td>
<td>Mesquite</td>
</tr>
<tr>
<td>Fort Worth</td>
<td>Plano</td>
</tr>
<tr>
<td>Frisco</td>
<td>Richardson</td>
</tr>
<tr>
<td>Garland</td>
<td></td>
</tr>
</tbody>
</table>

Data also includes private sector practices using Economic Research Institute’s Salary Assessor for the immediate area.

Survey Findings – 70th Percentile FY23 Goal

• Positions +/- 5% are considered within market

• 85% of positions are within market at the 70th percentile

• 15% of positions are -5% or more behind market at the 70th percentile

• Positions behind market include several front-line positions that have proven difficult to fill: Administrative Assistants, Crew Leaders, Maintenance Workers, Groundskeepers, Equipment Operators

• Executive / Director level positions also survey behind market
Survey Findings – 80th Percentile FY 24 Goal

- Positions +/- 5% are considered within market
- 56% of positions are within market at the 80th percentile
- 44% of positions are -5% or more behind market at the 80th percentile
- Survey of General Government Positions
- Positions behind market include Information Technology, Capital Improvement Program, and City Attorney’s Office
- Civil Service Positions will be benchmarked to 80th percentile as usual with the annual survey in Fall 2023

Example of a Benchmark Survey Worksheet

<table>
<thead>
<tr>
<th>City of Irving Job Title</th>
<th>Survey Job Class</th>
<th>Survey Organization</th>
<th>Irving Midpoint</th>
<th>Market Midpoint</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groundskeeper I</td>
<td>Irving</td>
<td>$38,540</td>
<td>$39,520</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Alignment (to Public for example)

- Variance
  - Public 70th: $40,649 -10.11%
  - Public 80th: $40,967 -10.81%

Groundskeeper Area Private Sector
- Private 70th: $38,391 -4.82%
- Private 80th: $43,068 -15.20%
- Blend 70th: $39,520 -7.54%
- Blend 80th: $44,028 -13.06%
Implementation Costs
Recommendation | Timeline

Bret Starr

FY23 Implementation

- Current Budget Year
  - Civil Service (Police and Fire) moved to 70\(^{th}\) percentile in January 2023
  - $3 million additional cost – absorbed through vacancy savings
  - Added to base budget next year

- Proposal
  - Move General Government to 70\(^{th}\) percentile in July 2023
    - Implement first full pay period July 2023
    - Estimated Cost $375,000 (2.5 months of FY 2023)
    - Added to base budget next year
FY24 Proposal

• Proposal
  • Maintain Step increases for all employees paid at anniversary dates
    • Estimated Cost $2,500,000
  • Adjust Firefighter starting pay by eliminating first two steps
    • Implement first full pay period October 2023
    • Estimated Cost $1,120,000
  • Grant General Government COLA of 2%
    • Implement first full pay period January 2024
    • Estimated Cost $1,210,000
  • Adjust General Government and Civil Service positions to 80th percentile
    • Implement first full pay period January 2024
    • Estimated Civil Service Cost $2,330,000
    • Estimated General Government Cost $1,270,000

FY 24 Proposal Cost Summary

Full-year impact of FY 2022-23 Increases
  70th Percentile Police and Fire Civil Service (January 2023) 4,000,000
  70th Percentile General Government + EX (July 2023) 1,800,000
  5,800,000

FY 2023-24 Budget Increases
  80th Percentile Police and Fire Civil Service 2,330,000
  Drop lowest two steps for Firefighters 1,120,000
  2% General Government COLA 1,210,000
  80th percentile General Government 1,270,000
  Step Increases (General Government and Civil Service) 2,500,000
  Projected Salary Increases 14,230,000
FY24 Implementation Proposed 80th Percentile and Timeline

**FY 2023-24:** Apply step/merit increases at time of annual employment evaluations

**Oct. 2023:** Eliminate lowest two steps for Firefighter position

**Nov. 2023:** Conduct Civil Service Market Study after FY24 Budget Adopted

**Jan. 2024:** Apply estimated 2% COLA – General Government Employees

**Jan. 2024:** Implement 80th Percentile Market Adjustments – Civil Service

**Jan. 2024:** Bring all positions to 80th Percentile – General Government Employees
Presentation Overview

- Solid Waste Collections History
- Benchmarking, Tonnage Comparison, and Turnover
- Once per Week Collections Update
- Collections Options
- Seeking City Council’s Direction
Solid Waste Collections History

Solid Waste Collections

- History
  - Trash collection
    - Twice per week collection
    - Unlimited volume, manual bag collection
  - Recycling collection
    - Once per week collection
    - Unlimited volume, manual bag collection
  - Brush collection
    - Unlimited volume, manual/mechanical collection
  - Bulky collection
    - Unlimited volume, manual/mechanical collection
• History
  – Lack of volume control for trash and brush/bulky invites abuse of the system (material from outside Irving enters the city)

![Graph](image)


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• History
  – Ability to operate 2 x week collections in the past was dependent on temporary workers for years
  – Temporary workers are not a reliable source of labor in a post COVID work environment
    • A collection model which is dependent on temporary workers is very unstable
    • Worker instability leads to “cut” routes and service delays and inconsistencies – recall crews working on Wednesdays and Saturdays (6-days a week) to catch-up delayed collections and the complaints regarding inconsistent service delivery
  – Increase customer dissatisfaction
  – Full-time staff burnout/low morale
Solid Waste Collections

• History
  • Physically intense job
    – Walk 10 miles a day
    – Lift 10,000 pounds per day
    – On and off a 22-inch step over 500 times a day
    – Perform in all weather
      » Rain, temperature extremes (subfreezing to 100+)
    – Dangerous job
      » 7th most dangerous job in America
Solid Waste Collections

• History
  – Minimum requirements for 2 x week trash collection, 1 x week recycling and brush/bulky collection (2 person crews)
    • 22 trash routes & 44 FTEs with CDLs
    • 4 recycling routes & 8 FTEs with CDLs
    • 4 brush/bulky routes & 8 FTEs with CDLs
    • 1 roll-off route & 1 FTE with a CDL
    • Average leave buffer – 10 FTEs
    • Total – 71 FTEs with CDLs
  – Our recent experience with 2 x week trash collection results in:
    • Low employee morale/burnout/vacancies/high employee turnover
    • High turnover causes a reliance on temporary employees
    • Difficult to attract / retain employees with a CDL
    • “Cut routes,” service delays, and inconsistent collections
    • Resident’s dissatisfaction and confusion on collection days
    • 2 x week collections are unsustainable

City of Irving, Texas

Solid Waste Collections

• History
  – 2021
    • Developed a master plan for the landfill
    • Completed a cost of service study determining rates – needs to be updated
    • Developed a 10-year vehicle replacement schedule (collections and landfill)
    • $1.00 rate increase to fund wage increases for field staff (class & comp)
      – Heavy Equipment Operator starting hourly wage before increase: $16.94
      – Heavy Equipment Operator starting hourly wage after increase: $19.86

City of Irving, Texas
Solid Waste Collections

- History (cont.)
  - 2022
    - Initiated employee hiring and retention pay
    - Creation of Apprentice (non-CDL) position
    - $3.00 rate increase to fund:
      - Wage increases and for Solid Waste Services field staff
        » Heavy Equipment Operator starting hourly wage before increase: $19.86
        » Heavy Equipment Operator starting hourly wage after increase: $23.09
      - 3% cost of living wage increase for all Solid Waste Services staff
    - Also experienced 40% overall inflation for vehicles, vehicle maintenance, fuel, and other operational costs during this time

City of Irving, Texas

Solid Waste Collections

- History (cont.)
  - 2022
    - Some crews worked 6-days a week (Wed. & Sat.) at double-time pay furthering low employee morale/burnout/vacancies
    - Inconsistent collections – negative public feedback
    - Consultant contract was discussed
    - Modified service to 1 x week trash collections in October

City of Irving, Texas
Benchmarking, Tonnage Comparison, and Turnover

Solid Waste is More than Just Collections

- Administration
  - All departmental vehicle purchases
  - Landfill closure/post closure
  - TCEQ requirements
  - Budget
  - Vision and direction for the department

- Collections
  - Curbside collection of trash, recycling, brush/bulky, and household hazardous waste
  - Recycling material processing contract
  - Vehicle maintenance and fuel

- Landfill
  - Disposal of trash
  - Metal and white goods recycling
  - Tire recycling
  - Chipping clean brush
  - Concrete crushing contract
  - Landfill site maintenance
  - Regulatory requirements
  - Capital improvements
  - Vehicle maintenance and fuel

- Collection Events
  - Household hazardous waste
  - Electronics recycling
  - Document shredding
Solid Waste Expenditures

- Administration - $7.9M, 4 FTEs
- Landfill - $3.8M, 18 FTEs
- Collections - $8.6M, 80 FTEs
- Total - $20.3M

City of Irving, Texas

Solid Waste Expenditures: Administration

- Administration - $7.9M, 4 FTEs
  - Salaries - $536,000
  - Benefits - $123,000
  - Supplies - $17,000
  - Equipment Maint. - $10,000
  - Outside Serv. - $290,000
  - Travel/Train. - $1,000
  - All vehicle expenditures - $4.0M
  - Insurance - $255,000
  - Budget transfers - $2.7M
    - General Debt Service Fund
    - General Fund
    - IT
    - Risk
    - Garage Fund

- 39% of $32.50 (res. monthly rate) is approximately $12.66

City of Irving, Texas
Solid Waste Expenditures: Collections

- Collections - $8.6M, 80 FTEs
  - Salaries - $4.6M
  - Benefits - $1.2M
  - Supplies - $115,000
  - Equipment Maint. - $2.0M
  - Outside Serv. - $632,000
  - Travel/Train. - $18,000
- 42% of $32.50 (res. monthly rate) is approximately $13.66

Solid Waste Expenditures: Landfill

- Landfill - $3.8M, 18 FTEs
  - Salaries - $1.6M
  - Benefits - $381,000
  - Supplies - $66,000
  - Structure Maint. - $139,000
  - Equipment Maint. - $1.0M
  - Outside Serv. - $519,000
  - Travel/Train. - $9,000
- 19% of $32.50 (res. monthly rate) is approximately $6.18
Solid Waste Revenues

- Administration - $21.0M
  - Garbage bags - $260,000
  - Interest income - $82,000
  - Landfill sale of capacity - $3.1M
  - Landfill tipping fee - $800,000
  - Metal recycling - $20,000
  - Penalty on service - $150,000
  - Roll-off collections - $105,000
  - Residential solid waste fee - $16.5M

Benchmarking Other Cities

<table>
<thead>
<tr>
<th>Ranking</th>
<th>City</th>
<th>Type of Collection</th>
<th>Trash Collection Frequency</th>
<th>Recycling Collection Frequency</th>
<th>Brush/Bulky Frequency</th>
<th>Service Provider</th>
<th>Monthly Rate</th>
<th>Additional Service Rate</th>
<th>Offer Senior or ADA Discount</th>
<th>Considering/Transitioning to fully automated?</th>
<th>City Owned Landfill</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Houston</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>1 per week</td>
<td>In House</td>
<td>$18.00</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>2</td>
<td>San Antonio</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>1 per week</td>
<td>In House</td>
<td>$26.76</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>3</td>
<td>Dallas</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>1 per week</td>
<td>In House</td>
<td>$35.81</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>4</td>
<td>Austin</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>1 per week</td>
<td>In House</td>
<td>$50.15</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>5</td>
<td>Fort Worth</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>1 per week</td>
<td>In House</td>
<td>$22.75</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>6</td>
<td>El Paso</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>2 per month (carts)</td>
<td>In House</td>
<td>$19.00</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>7</td>
<td>Arlington</td>
<td>Automated/Carts and Manual Bags</td>
<td>2 per week (bags) / 1 per week (carts)</td>
<td>1 per week (carts)</td>
<td>1 per week</td>
<td>Republic Services</td>
<td>$18.50</td>
<td>No</td>
<td>No</td>
<td>Transition to automated collections underway: Yes/Republic</td>
<td>No</td>
</tr>
<tr>
<td>8</td>
<td>Corpus Christi</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>2 per month (carts)</td>
<td>In House</td>
<td>$24.67</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>9</td>
<td>Plano</td>
<td>Automated/Carts</td>
<td>1 per week</td>
<td>2 per month (carts)</td>
<td>In House</td>
<td>$19.60</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>10</td>
<td>Laredo</td>
<td>Automated/Rear loader for dead end streets</td>
<td>1 x week</td>
<td>1 x week</td>
<td>In House</td>
<td>$20.00</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>
### Benchmarking Other Cities

<table>
<thead>
<tr>
<th>Ranking by Pop.</th>
<th>City</th>
<th>Type of Collection</th>
<th>Trash Collection Frequency</th>
<th>Recycling Collection Frequency</th>
<th>Brush/Bulky Frequency</th>
<th>Service Provider Monthly Rate</th>
<th>Additional Service Rate</th>
<th>Offer Senior or ADA Discount</th>
<th>Considering/Transitioning to fully automated?</th>
<th>City Owned Landfill</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Lubbock</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>Convenience Station</td>
<td>In House</td>
<td>$17.50</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>12</td>
<td>Frisco</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>1 x month</td>
<td>Waste Connections</td>
<td>$21.00</td>
<td>No</td>
<td>Senior</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>13</td>
<td>Irving</td>
<td>Manual/Bags</td>
<td>1 x week</td>
<td>1 x week</td>
<td>In House</td>
<td>$32.50</td>
<td>No</td>
<td>Senior</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>14</td>
<td>Garland</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>1 x week</td>
<td>In House</td>
<td>$23.26</td>
<td>Premium Collection (C &amp; D)</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>15</td>
<td>McKinney</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>1 x week</td>
<td>Waste Connections</td>
<td>$17.92</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>16</td>
<td>Amarillo</td>
<td>Automated/Carts and Manual/Bags</td>
<td>2 x week</td>
<td>Convenience Station</td>
<td>Year round M-F</td>
<td>In House</td>
<td>$17.61</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>17</td>
<td>Grand Prairie</td>
<td>Manual/Bags</td>
<td>2 x week</td>
<td>1 x week</td>
<td>1 x month</td>
<td>Republic</td>
<td>$17.82</td>
<td>No</td>
<td>Senior &amp; ADA</td>
<td>Yes, Timeframe dependent on Republic Services</td>
</tr>
<tr>
<td>18</td>
<td>Brownsville</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>Does not offer recycling</td>
<td>1 x month</td>
<td>Republic</td>
<td>$26.63</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>19</td>
<td>Killeen</td>
<td>Automated/Carts</td>
<td>1 x week</td>
<td>Convenience Station</td>
<td>In-house</td>
<td>$19.78</td>
<td>Additional brush pick up $7.50 per cu yd. in excess of the allowed 6 cu yd.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>20</td>
<td>Midland</td>
<td>Automated/Carts</td>
<td>2 x week</td>
<td>Convenience Station</td>
<td>In-house</td>
<td>$18.82</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

#### Residential Tonnage Comparison

- **FY 21/22**
- **FY 22/23**

**City of Irving, Texas**
Turnover Rate: Department

10-year Turnover Average: 22.61%
FY 22-23 YTD Turnover: 11.76%

City of Irving, Texas

Turnover Rate: Collections Division

10-year Turnover Average: 28.15%
FY 22-23 YTD Turnover: 6.33%

City of Irving, Texas
What is attracting / retaining employees? It is a combination of things. . .

- Improved work environment
  - 1 x week collections (effective October 2022)
  - Attractive work schedule (M, T, W, Th – off Fridays/3-day weekend)
  - Smaller route size (average route size is 767 homes, previously 1,100+)
  - Volume control: 15-bag limit, 4 bulky item limit, 4 cubic yard brush limit
- Hourly wages are very competitive (Two wage increases, cost of living increases, and a pending new class/comp analysis)
- During the city’s recent job fair (March 23, 2023) applicants chose Solid Waste Services over other prospective employers/positions because of these reasons

Once per Week Collections Update
Current Collection Model

• Reminder - Current Model **Minimum Requirements**
  – 1x week trash collection, 1x week recycling, and 1x week brush/bulky collection *(2 person crews)*
    • 15 trash routes & 30 FTEs with CDLs
    • 4 recycling routes & 8 FTEs with CDLs
    • 4 brush/bulky routes & 8 FTEs with CDLs
    • 1 roll-off route & 1 FTE with a CDL
    • Need 47 FTEs daily
    • Average leave buffer – 10 FTEs
    • Total – 57 FTEs with CDLs

– Current Staffing Levels
  • 55 FTEs with CDLs *(unsuccessful in achieving the required number of FTEs even with the improved work environment and wage increases)*
  • 10 FTEs without CDLs
  • 9 Vacancies

– **Holding on by a thread...** we have been barely able to cover all routes because the actual number of people on leave has been lower than our average, recent new hires, and use of Apprentice positions

Once per Week Collections Update: Complaints

<table>
<thead>
<tr>
<th>Month</th>
<th>2021-2022</th>
<th>2022-2023</th>
<th>2021/2022 Percent Increase-Decrease</th>
<th>Approximate Number of Single Family Homes</th>
<th>Percent of Single Family Homes that Inquired</th>
</tr>
</thead>
<tbody>
<tr>
<td>October</td>
<td>155</td>
<td>248</td>
<td>60%</td>
<td>44,000</td>
<td>0.564%</td>
</tr>
<tr>
<td>November</td>
<td>127</td>
<td>145</td>
<td>14%</td>
<td>44,000</td>
<td>0.330%</td>
</tr>
<tr>
<td>December</td>
<td>109</td>
<td>149</td>
<td>37%</td>
<td>44,000</td>
<td>0.339%</td>
</tr>
<tr>
<td>January</td>
<td>123</td>
<td>72</td>
<td>-41%</td>
<td>44,000</td>
<td>0.164%</td>
</tr>
<tr>
<td>February</td>
<td>145</td>
<td>80</td>
<td>-45%</td>
<td>44,000</td>
<td>0.182%</td>
</tr>
<tr>
<td>March</td>
<td>134</td>
<td>55</td>
<td>-59%</td>
<td>44,000</td>
<td>0.125%</td>
</tr>
<tr>
<td>April</td>
<td>155</td>
<td>56</td>
<td>-64%</td>
<td>44,000</td>
<td>0.127%</td>
</tr>
</tbody>
</table>
Once per Week Collections Update

• Employee’s feedback – Quotes from collections staff
  – “New schedule with Friday off, I love it.”
  – “The three-day weekend is one of the reasons I considered the job.”
  – “Love the 4-day system.”
  – “Even with the once a week pickup, the limits make it seem like less trash to be picked up than before.”

Once per Week Collections Update

• Resident’s feedback – Quotes from resident’s emails
  – “We need to use garbage bins instead of bags. Many residents leave their garbage bags out for the entire week before being picked up (they’ll leave out the bags on the curbs right after the garbage crew has passed).”
  – “Animals continue to get into it and make a mess.”
  – “Trash bags left on curb everyday trash blows all over. Thank you”
  – “Neighbor has left trash on the sidewalk in front of her house, without placing it in trash bags and the whole neighborhood is filled with this house trash when wind blows, not only that, but it's also dangerous to motorist, because the wind is blowing it everywhere onto the street, thank you.”
  – “Changes to trash collection will increase roaches and rat problems in the community”
  – “It also appears that animals are getting into the trash bags at night and ripping the bags and trash out.”

• Residents have also expressed concern regarding the 4 cubic yard limit for brush
Once per Week Collections Update

• Recap of the Circumstances in 2021-2022
  – Significant employee shortage
  – Lack of temporary employees
  – High turnover
  – Low employee morale
  – Unsustainable collection method
  – Decrease in customer satisfaction
    • 2022 resident survey – overall quality of solid waste services decreased
    11% from 2020 to 2022 (77% to 66%)

Once per Week Collections Update

• Current 2023 Circumstances
  – Continued employee shortage; however, the new M, T, W, Th work
    schedule, the increased pay, reduction in route size, and volume limits are
    attracting more CDL applicants (10 newly hired HEOs since October 2022)
  – Improvement in employee morale
  – Lower turnover
  – Residents have concern with storing trash, pests, stray animals, blowing
    litter, cleanliness, placing trash out early, brush limits
  – Overall, complaints are lower now than last year
  – 1 x week collections: October – April tonnage is approximately 3,800 tons
    down or 11% from last year and all material is being collected
  – It is unknown how the summer will impact the 1 x week service
Once per Week Collections Update

- **Current 2023 Circumstances (con’t)**
  - Apprentices (non-CDL employees) occupy 10 CDL positions
  - Planned rates from the 2021 Cost of Service Study could not sustain two wage increases, a 3% cost of living increase, and rising inflationary costs
  - The current rate structure developed in the 2021 Cost of Service Study is no longer valid, and a new cost of service study needs to be performed in coordination with determining a collection model – the type of collection model directly impacts the cost of service and the monthly rate residents pay

The current residential monthly solid waste rate is $32.50

<table>
<thead>
<tr>
<th>Monthly Collection Rates</th>
<th>FY 2021</th>
<th>FY 2022</th>
<th>FY 2023</th>
<th>FY 2024</th>
<th>FY 2025</th>
<th>FY 2026</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>$25.42</td>
<td>$29.50</td>
<td>$29.50</td>
<td>$29.50</td>
<td>$30.25</td>
<td>$30.25</td>
</tr>
<tr>
<td>Senior Rate</td>
<td>$20.34</td>
<td>$23.60</td>
<td>$23.60</td>
<td>$23.60</td>
<td>$24.20</td>
<td>$24.20</td>
</tr>
<tr>
<td>Commercial</td>
<td>$16.80</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$41.00</td>
<td>$41.00</td>
</tr>
<tr>
<td>Roll-Off Pull Rates</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 Cubic Yards</td>
<td>$123.50</td>
<td>$200.00</td>
<td>$250.00</td>
<td>$300.00</td>
<td>$350.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>20 Cubic Yards</td>
<td>$253.50</td>
<td>$325.00</td>
<td>$350.00</td>
<td>$400.00</td>
<td>$450.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>30 Cubic Yards</td>
<td>$292.50</td>
<td>$375.00</td>
<td>$425.00</td>
<td>$500.00</td>
<td>$550.00</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

Source: 2021 Solid Waste Cost of Service & Rate Design Study, performed by NewGen Strategies & Solutions

City of Irving, Texas
Collection Options

• Current, 1 x Week Collections Model
• Previous, 2 x Week Trash Collection Model
• 1 CDL Driver, 2 Apprentices, 2 x Week Trash Collection Model
• Hybrid Collections, 1 x Week Collections Model
• Hybrid Collections, 2 x Week Collections Model
• Fully Automated, 1 x Week Collections Model
• Fully Automated, 2 x Week Collections Model
**Current, 1 x Week Collections Model**

### 1 x Week Minimum Requirements

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDLs</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 trash routes</td>
<td>30</td>
</tr>
<tr>
<td>4 recycling routes</td>
<td>8</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total FTEs with CDLs</strong></td>
<td><strong>57</strong></td>
</tr>
</tbody>
</table>

### Current Staffing Levels

<table>
<thead>
<tr>
<th>FTEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>55 FTEs with CDLs</td>
</tr>
<tr>
<td>10 FTEs without CDLs</td>
</tr>
<tr>
<td>9 vacancies</td>
</tr>
<tr>
<td><strong>Deficit of 2 FTEs with CDL</strong></td>
</tr>
<tr>
<td>57 – 55 = 2</td>
</tr>
</tbody>
</table>

**Holding on by a thread...technically, 2 more positions need to be filled to cover all routes in our current model.** We have been barely able to cover all routes because the actual number of people on leave has been lower than our average, recent new hires with CDLs, and use of Apprentice positions

---

**Current, 1 x Week Collections Model**

- **Pros**
  - Maintains M, T, W, Th schedule
  - More efficient – saves fuel, less milage on the vehicles, reduced carbon footprint
  - Trash on the curb only once a week instead of twice week
  - Volume control limits abuse from non-residents
  - No additional positions needed
  - Improved employee morale
  - Lower turnover

- **Cons**
  - Residents do not have 2 x week trash collection service
  - Storage of weekly trash
  - More weight per location for collection crews
  - Unknown how the summer will impact the 1 x week service
Previous, 2 x Week Trash Collection Model

2 x Week Minimum Requirements

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDLs</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 trash routes</td>
<td>44</td>
</tr>
<tr>
<td>4 recycling routes</td>
<td>8</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total FTEs Needed with CDLs</strong></td>
<td>71</td>
</tr>
</tbody>
</table>

Current Staffing Levels

<table>
<thead>
<tr>
<th>FTEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>55 FTEs with CDLs</td>
</tr>
<tr>
<td>10 FTEs without CDLs</td>
</tr>
<tr>
<td>9 vacancies</td>
</tr>
<tr>
<td><strong>Deficit of 16 FTEs with CDL</strong></td>
</tr>
<tr>
<td>71 – 55 = 16</td>
</tr>
</tbody>
</table>

This model requires **16 more positions** be filled with CDL drivers. Meaning, the 9 vacancies would need to be filled with CDL drivers and 7 of the Apprentices would need to obtain a CDL.

City of Irving, Texas

---

Previous, 2 x Week Trash Collection Model

- **Pros**
  - Historically accepted by residents
  - Convenient service for residents

- **Cons**
  - Does not maintain the attractive M, T, W, Th work schedule. It moves the work schedule to M, T, Th, F
  - Inefficient service requiring more routes and FTEs than the current 1 x week model, increased carbon footprint
  - Additional wear & tear on vehicles
  - Results in some crews working 6-days a week (Wed. & Sat.) furthering low employee morale/burnout/vacancies
  - “Cut routes,” service delays, and inconsistent collections
  - Resident’s dissatisfaction and confusion on collection days

City of Irving, Texas
1 CDL Driver, 2 Apprentices, 2 x Week Trash Collection Model

1 CDL Driver, 2 Apprentices Minimum Requirements

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDL</th>
<th>Minimum FTEs w/o CDL</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 trash routes</td>
<td>22</td>
<td>44</td>
</tr>
<tr>
<td>4 recycling routes</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
<td>n/a</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
<td>n/a</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>6</td>
<td>4</td>
</tr>
</tbody>
</table>

**Subtotal of FTEs Needed** | **41** | **97** |

Current Staffing Levels

<table>
<thead>
<tr>
<th>FTEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>55 FTEs with CDLs</td>
</tr>
<tr>
<td>10 FTEs without CDLs</td>
</tr>
<tr>
<td>9 vacant positions</td>
</tr>
</tbody>
</table>

**Surplus of 14 FTEs w/CDLs**

**Deficit of 32 FTEs w/o CDLs**

**if using surplus FTEs w/CDLs**

This collection model creates a surplus of 14 FTEs w/CDL and requires 32 new positions to be approved and filled. (56 w/o CDL – 10 current w/o CDL = 46 w/o CDL – 14 surplus w/CDL = 32). Since there is a surplus of CDL drivers, some CDL drivers will be manually collecting trash, performing the job of the Apprentice position.

**Estimated additional personnel cost:** $2,200,000

City of Irving, Texas

---

1 CDL Driver, 2 Apprentices, 2 x Week Trash Collection Model

**Pros**

- Provides 2 x week trash collection
- Convenient service for residents

**Cons**

- Does not maintain the attractive M, T, W, Th work schedule. It moves the work schedule to M, T, Th, F
- Inefficient service requiring more routes and FTEs than the current 1 x week model, increased carbon footprint
- Additional wear & tear on vehicles
- Estimated additional personnel cost: $2,200,000
- Cannot determine full cost and rate as salary/benefit information is not yet available

City of Irving, Texas
Hybrid Collections, 1 x Week Collections Model

1 x Week Minimum Requirements

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDLs</th>
<th>Minimum FTEs w/o CDL</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 trash routes</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>15 recycling routes</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
<td>n/a</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
<td>n/a</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total FTEs with CDLs</strong></td>
<td><strong>45</strong></td>
<td><strong>34</strong></td>
</tr>
<tr>
<td><strong>Total FTEs Needed</strong></td>
<td><strong>79</strong></td>
<td></td>
</tr>
</tbody>
</table>

Current Staffing Levels

<table>
<thead>
<tr>
<th>FTEs</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>55 FTEs with CDLs</strong></td>
<td></td>
</tr>
<tr>
<td><strong>10 FTEs without CDLs</strong></td>
<td></td>
</tr>
<tr>
<td><strong>9 vacancies</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Surplus of 10 FTEs with CDL</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Deficit of 24 FTEs w/o CDL</strong></td>
<td></td>
</tr>
</tbody>
</table>

This model creates a surplus of 10 FTEs w/CDL and **requires 14** new positions be approved (55 w/CDL – 45 needed = 10 surplus FTEs w/CDLs. 34 w/o CDLs needed – 10 current FTEs w/o CDLs = a deficit of 24 w/o CDLs – 10 surplus w/CDLs = 14 additional positions needed.) Since there is a surplus of CDL drivers, some CDL drivers will be manually collecting trash, performing the job of the Apprentice position. **Estimated additional personnel cost: $950,000**

Hybrid Collections, 1 x Week Collections Model: Equipment Needs

- **Tippers needed**
  - 37 total rearloader trucks
  - 20 trucks already have tippers
  - Need to install 8 tippers ($5,600 ea.) – cost of $44,800
  - Need to install 9 tippers including necessary vehicle modifications ($8,500 ea.) – cost of $76,500
  - Estimated cost is $121,300
- **Carts needed** (assuming 44,000 accounts and $60 per cart)
  - Full roll-out: 88,000 carts (1 trash cart & 1 recycling cart per address)
    - Estimated cost $5,280,000
  - Phased roll-out A: 2,000 carts (1 trash cart & 1 recycling cart per address)
    - $120,000 per phase (44 phases are necessary)
  - Phase roll-out B: 17,600 carts (1 trash cart & 1 recycling cart per address)
    - $1,056,000 per phase (5 phases are necessary)
  - Funding Option: residents could pay a one-time fee for their trash & recycling carts

City of Irving, Texas
Hybrid Collections, 1 x Week Collections Model

**Pros**
- Residents choose their preferred service model (bags or carts)
- Maintains M, T, W, Th schedule
- More efficient – saves fuel, less milage on the vehicles, reduces carbon footprint
- Trash on the curb only once a week instead of twice week
- Volume control limits abuse from non-residents

**Cons**
- Residents do not have 2 x week trash collection service
- Requires approval of 14 new positions
- On-street parking is an issue
- Tracking of which accounts are bags and which accounts are carts is necessary
- High initial capital expenditures
- Estimated additional personnel cost: $950,000
- Cannot determine full cost and rate as salary/benefit information is not yet available

Hybrid Collections, 2 x Week Collections Model

<table>
<thead>
<tr>
<th>2 x Week Minimum Requirements</th>
<th>Current Staffing Levels</th>
</tr>
</thead>
<tbody>
<tr>
<td>Routes and Leave Buffer</td>
<td>Minimum FTEs w/CDLs</td>
</tr>
<tr>
<td>22 trash routes</td>
<td>22</td>
</tr>
<tr>
<td>15 recycling routes</td>
<td>15</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total FTEs with CDLs</strong></td>
<td><strong>52</strong></td>
</tr>
<tr>
<td><strong>Total FTEs Needed</strong></td>
<td><strong>93</strong></td>
</tr>
</tbody>
</table>

This model creates a surplus of 3 FTEs w/CDL and requires 28 new positions be approved (55 w/CDL – 52 needed = 3 surplus FTEs w/CDLs. 41 w/o CDLs needed – 10 current FTEs w/o CDLs = a deficit of 31 w/o CDLs – 3 surplus w/CDLs = 28 additional positions needed.) Since there is a surplus of CDL drivers, some CDL drivers will be manually collecting trash, performing the job of the Apprentice position. **Estimated additional personnel cost: $1,900,000**
Hybrid Collections, 2 x Week Collections Model: Equipment Needs

- **Tippers needed**
  - 37 total rearload trucks
  - 20 trucks already have tippers
  - Need to install 8 tippers ($5,600 ea.) – cost of $44,800
  - Need to install 9 tippers including necessary vehicle modifications ($8,500 ea.) – cost of $76,500
  - Estimated cost is $121,300

- **Carts needed (assuming 44,000 accounts and $60 per cart)**
  - Full roll-out: 88,000 carts (1 trash cart & 1 recycling cart per address)
    - Estimated cost $5,280,000
  - Phased roll-out A: 2,000 carts (1 trash cart & 1 recycling cart per address)
    - $120,000 per phase (44 phases are necessary)
  - Phase roll-out B: 17,600 carts (1 trash cart & 1 recycling cart per address)
    - $1,056,000 per phase (5 phases are necessary)
  - Funding Option: residents could pay a one-time fee for their trash & recycling carts

City of Irving, Texas

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Hybrid Collections, 2 x Week Collections Model

- **Pros**
  - Residents choose their preferred service model (bags or carts)
  - Provides 2 x week trash collection
  - Volume control limits abuse from non-residents

- **Cons**
  - Requires approval of 28 new positions
  - Does not maintain the attractive M, T, W, Th work schedule. It moves the work schedule to M, T, Th, F
  - Inefficient service requiring more routes and FTEs, increases carbon footprint
  - On-street parking is an issue
  - Tracking of which accounts are bags and which accounts are carts is necessary
  - High initial capital expenditures
  - Estimated additional personnel cost: $1,900,000
  - Cannot determine full cost and rate as salary/benefit information is not yet available

City of Irving, Texas
**Fully Automated, 1 x Week Collections Model**

### 1 x Week Minimum Requirements

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDLs</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 trash routes</td>
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</tr>
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<td>15 recycling routes</td>
<td>15</td>
</tr>
<tr>
<td>4 brush/bulky routes</td>
<td>8</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total FTEs with CDLs</strong></td>
<td><strong>49</strong></td>
</tr>
</tbody>
</table>

This collection model creates a surplus of 6 FTEs with CDLs and a surplus of 10 FTEs w/o CDLs. This issue is resolved through attrition.

### Current Staffing Levels

<table>
<thead>
<tr>
<th>FTEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>55 FTEs with CDLs</td>
</tr>
<tr>
<td>10 FTEs without CDLs</td>
</tr>
<tr>
<td>9 vacancies</td>
</tr>
</tbody>
</table>

**Surplus of 6 FTEs with CDL**

**Surplus of 10 FTEs w/o CDL**

---

**Fully Automated, 1 x Week Collections Model: Equipment Needs**

- Tippers needed are needed to transition to fully automated collections
  - 37 total rearloaders
  - 20 trucks already have tippers
  - Need to install 8 tippers ($5,600 ea.) – cost of $44,800
  - Need to install 9 tippers including necessary vehicle modifications ($8,500 ea.) – cost of $76,500
  - Estimated cost is $121,300

- Carts needed (assuming 44,000 accounts and $60 per cart)
  - Full roll-out: 88,000 carts (1 trash cart & 1 recycling cart per address)
    - Estimated cost $5,280,000
  - Phased roll-out A: 2,000 carts (1 trash cart & 1 recycling cart per address)
    - $120,000 per phase (44 phases are necessary)
  - Phase roll-out B: 17,600 carts (1 trash cart & 1 recycling cart per address)
    - $1,056,000 per phase (5 phases are necessary)
  - Funding Option: residents could pay a one-time fee for their trash & recycling carts

- Collection Trucks
  - Phased roll-out: estimated cost of 1 fully automated truck is $450,000
Fully Automated, 1 x Week Collections Model

**Pros**
- Residents have a receptacle(s) in which to store trash and recycling
- Residents have the option of additional carts
- Prevents animals from ripping open bags/controls wind-blown litter
- Increases recycling participation/increases the life of the landfill
- Reduces carbon footprint
- Allows for volume control/limits abuse of the system from non-residents
- Sufficient staffing levels for this collection model
- Keeps the attractive M, T, W, Th collection schedule (attracts and retains employees)
- Maintains the smaller route sizes (attracts and retains employees)
- Minimizes employee’s exposure to injuries (attracts and retains employees)

**Cons**
- Residents do not have 2 x week trash collection service
- On-street parking is an issue
- High initial capital expenditures
- Cannot determine full cost and rate as salary/benefit information is not yet available

City of Irving, Texas

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Fully Automated, 2 x Week Collections Model

**2 x Week Minimum Requirements**

<table>
<thead>
<tr>
<th>Routes and Leave Buffer</th>
<th>Minimum FTEs w/CDLs</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 trash routes</td>
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</tr>
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<td>8</td>
</tr>
<tr>
<td>1 roll-off route</td>
<td>1</td>
</tr>
<tr>
<td>Average leave buffer</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total FTEs with CDLs</strong></td>
<td><strong>56</strong></td>
</tr>
</tbody>
</table>

**Current Staffing Levels**

<table>
<thead>
<tr>
<th></th>
<th>FTEs</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTEs with CDLs</td>
<td>55</td>
</tr>
<tr>
<td>Without CDLs</td>
<td>10</td>
</tr>
<tr>
<td>Vacancies</td>
<td>9</td>
</tr>
<tr>
<td><strong>Surplus of 10 FTEs</strong></td>
<td><strong>w/o CDL</strong></td>
</tr>
<tr>
<td><strong>Deficit of 1 FTE</strong></td>
<td><strong>w/CDL</strong></td>
</tr>
</tbody>
</table>

This collection model creates a deficit of 1 FTE w/CDL and surplus of 10 FTEs w/o CDLs.

City of Irving, Texas
Fully Automated, 2 x Week Collections Model: Equipment Needs

- Tippers needed are needed to transition to fully automated collections
  - 37 total rearloaders
  - 20 trucks already have tippers
  - Need to install 8 tippers ($5,600 ea.) – cost of $44,800
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- Carts needed (assuming 44,000 accounts and $60 per cart)
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- Collection Trucks
  - Phased roll-out: estimated cost of 1 fully automated truck is $450,000

Fully Automated, 2 x Week Collections Model

- Pros
  - Residents have a receptacle(s) in which to store trash and recycling
  - Residents have the option of additional carts
  - Prevents animals from ripping open bags / controls wind-blown litter
  - Increases recycling participation / increases the life of the landfill
  - Allows for volume control / limits abuse of the system from non-residents
  - Residents have 2 x week trash collection service
  - Maintains the smaller route sizes (attracts and retains employees)
  - Minimizes employee's exposure to injuries (attracts and retains employees)

- Cons
  - Carts will not be near capacity on the second collection day
  - Does not maintain the attractive M, T, W, Th work schedule. It moves the work schedule to M, T, Th, F
  - Inefficient service requiring more routes, increases carbon footprint
  - On-street parking is an issue
  - If more than 10 FTEs are out on a specific day this model does not work (with current staffing levels)
  - High initial capital expenditures
  - Cannot determine full cost and rate as salary/benefit information is not yet available
Collection Options: Summary

<table>
<thead>
<tr>
<th>Collection Option</th>
<th>Collection Frequency</th>
<th>Number of FTEs Needed</th>
<th>Number of New Positions Needed</th>
<th>Estimated Equipment Costs</th>
<th>Estimated Additional Personnel Costs</th>
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</thead>
<tbody>
<tr>
<td>Current Model</td>
<td>1 x week</td>
<td>57</td>
<td>0</td>
<td>n/a</td>
<td>$0</td>
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<tr>
<td>Previous Model</td>
<td>2 x week</td>
<td>71</td>
<td>0</td>
<td>n/a</td>
<td>$0</td>
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<tr>
<td>1 CDL, 2 Apprentices</td>
<td>2 x week</td>
<td>41 w/CDL, 56 w/o CDL</td>
<td>32 new positions need to be added</td>
<td>n/a</td>
<td>$2,200,000</td>
</tr>
<tr>
<td>Hybrid</td>
<td>1 x week</td>
<td>45 w/CDL, 34 w/o CDL</td>
<td>14 new positions need to be added</td>
<td>$121,300 tipper(s) $5,280,000 full cart roll-out $1,056,000 annually 5-year cart roll-out</td>
<td>$950,000</td>
</tr>
<tr>
<td>Hybrid</td>
<td>2 x week</td>
<td>52 w/CDL, 41 w/o CDL</td>
<td>28 new positions need to be added</td>
<td>$121,300 tipper(s) $5,280,000 full cart roll-out $1,056,000 annually 5-year cart roll-out</td>
<td>$1,900,000</td>
</tr>
<tr>
<td>Fully Automated</td>
<td>1 x week</td>
<td>49</td>
<td>0</td>
<td>$121,300 tipper(s) $5,280,000 full cart roll-out $1,056,000 annually 5-year cart roll-out</td>
<td>$0</td>
</tr>
<tr>
<td>Fully Automated</td>
<td>2 x week</td>
<td>56</td>
<td>0 new positions need to be added; however, 1 more vacant positions need to be filled</td>
<td>$121,300 tipper(s) $5,280,000 full cart roll-out $1,056,000 annually 5-year cart roll-out</td>
<td>$0</td>
</tr>
</tbody>
</table>

City of Irving, Texas

Collection Options: Staff Recommendation

- Maintain the current 1 x week collection model, but resume unlimited brush collections, (bulky to remain 4 items) - Why?
  - It keeps the attractive M, T, W, Th work schedule
  - Current staffing levels are barely sufficient now and do not allow for a change in collection model at this time
  - Addresses resident’s concern regarding brush limitations

- **Hire a consultant to perform a collections analysis, develop a new cost of service/rate analysis, and a transition plan to fully automated collections – Why?**
  - Solid waste collections are a fundamental city service impacting all residents
  - Need to verify collection options and/or identify other potential collection options
  - Need to confirm estimated costs and establish estimated implementation timelines
  - Need to develop a new rate structure as the current structure is no longer valid especially with potential new salary costs (current class/comp analysis)
  - Solid Waste Services does not have the bandwidth to fully perform the necessary analysis
Collection Options: Staff Recommendation

• Transition to fully automated collections for trash and recycling collections – Why?
  • Residents have a receptacle(s) in which to store trash and recycling / helps prevent pests
  • Prevents animals from ripping open bags / controls wind-blown litter
  • Increases recycling participation / increases the life of the landfill
  • Allows for volume control / limits abuse of the system from non-residents
  • Sufficient staffing levels for this collection model
  • It keeps the attractive M, T, W, Th collection schedule (attracts and retains employees)
  • It maintains the smaller route sizes (attracts and retains employees)
  • It minimizes employee’s exposure to injuries (attracts and retains employees)
  • The solid waste industry has moved to automated collections

Proposed Next Steps

• Resume unlimited brush collection; maintaining brush be cut to 4 foot lengths or shorter (bulky to remain at 4 items per week)
• Hire a consultant to perform a collections analysis, develop a new cost of service/rate analysis, and a transition plan to fully automated collections
• Revise the ordinance pertaining to solid waste services
  • Codify Council’s preferred collection model as applicable:
    • Collection times – after 6:00 PM the day before collection and by 7:00 AM on collection day
    • Require bags to be securely closed shut/tied (if bags are the preferred model)
    • 15 bag per week limit (if bags are the preferred model)
    • 50 pound limit per bag (if bags are the preferred model)
    • Recycling in blue bags (if bags are the preferred model)
    • Cardboard boxes – placed inside a bag or flattened with bags (trash or recycling) placed on top (if bags are the preferred model)
    • Unlimited weekly brush; with limbs cut to 4 foot lengths or shorter
    • 4 bulky item per week limit
    • No curbside collection of C&D and tires
    • Items must be placed in an area free of obstructions
Aquatics and Community Centers

Vision for Irving

Budget and Strategic Planning Meeting
May 17-18, 2023
Agenda Item: E

Overview

Approved Bond Projects
- Bond Election History
- Senter Aquatic Center Project
- Mustang Park Project
- Project Timeline
- Recommended Timeline

Policy Direction for Lee and Lively
- Lee / Lively Timeline
- Assessment Information
- Assessment Pictures
- Repair Options
- Options for Consideration
- Policy Direction
Approved Bond Projects

In the 2021 bond election, Irving Voters approved the sale of bond funds for the following projects:

- **Mustang Park Recreation Center Expansion**
  - Total Amount: $21.5 Million
  - Sale Date: FY 24/25

- **Senter Park Aquatic Center**
  - Total Amount: $31.2 Million
  - Sale Date: FY 26/27

Senter Aquatic Center Project
Mustang Park Project

The Mustang Park Project has a budget of $21.5 million. An additional $10 million dollars have been identified from the 2006 bond election to build a senior center component in North Irving, bringing the project total to a potential $31.5 million.

Current Timeline

- **2019**: Master Plan Completed
- **2021**: Bond Funds Approved for Mustang and Senter
- **2022**: Mustang Property Acquired
- **2023**: Recreation & Aquatics Feasibility Study
- **2025**: Mustang Recreation Center Project
- **2027**: Senter Aquatics Project
Recommended Timeline

The additional 8 acres at Mustang presents the potential to expand the scope of the project. Based on the final concept and design of the Senter Parks Aquatic Center Project, the fund balance could be added to the Mustang Park Expansion project.

2023 – Complete Recreation and Aquatics Feasibility Study

2025 – Senter Aquatics Project

2027 – Mustang Park Projects

Policy Direction for Lee and Lively Pools

As we move forward, we need clear policy decision on the future of these two sites.

- Lee / Lively Timeline
- Assessment Information
- Assessment Pictures
- Repair Options
- Options for Consideration
- Policy Direction
Lee/Lively Pools Timeline

**2019**
- **Completed Master Plan**
  - Highlighted poor attendance
  - Identified operational issues
  - Recommended updating seasonal aquatic facilities (Center Pool highest priority)

**2020**
- **COVID-19**
  - April – Furloughed part-time staff
  - July – Began re-onboarding part-time and seasonal staff

**2021**
- **Deep Freeze / Staff Shortage**
  - Feb. – Historic winter freeze. Lee Pool sustained plumbing damage due to burst pipes.
  - April – Due to previous low attendance, lifeguard shortage and state of pools an assessment of Lee / Lively requested
  - April – Lifeguard shortage becomes national news

**2022**
- **Assessment / Staff Shortage**
  - Feb. – Assessment of Lee / Lively completed. Report revealed substantial damage, pool code incompliance and safety concerns. Repair estimates between $2.3 to 3.6 million per site.
  - April – National lifeguard shortage continued. Less than 50% of seasonal lifeguard positions filled

---

Assessment Information

**Lively Pool**
- **Built 1959**
  - Swimming Pool
    - Substantial water loss (2 to 3 inches per day)
    - Significant cracks evident in pool's surface, walls gutter, coping stone and pool deck
    - Pool's filters 25 years old
    - Rusted water is introduced into pool
  - Code Compliance
    - Main pump in a confined space
    - No automated pH buffer feed
    - Turnover rate not compliant
    - Backwash line not compliant
  - ADA Compliance
    - Stair and ramp into the main pool not compliant
    - Children's pool zero-depth entry slope not compliant
  - Children's Pool
    - Does not contain a secondary sanitation system
    - Turnover rate exceeds Code requirement
    - Standard calls for children's pools to be on a separate filtration and chemical treatment

**Lee Pool**
- **Built 1964**
  - Swimming Pool
    - Substantial water loss (3,500 to 7,000 gallons daily)
    - Rusted water is introduced into pool
    - Pool leak's water into pool mechanical area
    - Numerous deck joints separated
    - During power outages water leaks into pump area
    - Bull-nosed gutter tile popping off
  - Code Compliance
    - No automated pH buffer feed
    - Perimeter overflow system does not allow for continuous surface skimming ability
  - ADA Compliance
    - ADA accessibility is limited with deck clearances and access to children's pool.
    - Stair and ramp into main pool not compliant
  - Children's Pool
    - Zero-depth entry slope not ADA compliant
    - Does not contain secondary sanitation system
Assessment Pictures Lively Pool

Assessment Pictures Lee Pool
Current Lee and Lively Pool Conditions

Lee Park Pool

Lively Park Pool

Repairs - Consideration #1

Repair Lee Pool and Lively Pool

Cost: $4.1 to $5.9 Million

Pros

• Cost less than building new
• Community nostalgia
• Swimming pool within walking distance of the surrounding neighborhoods

Cons

• No new amenities
• Projected low attendance
• Prevents future opportunities for growth
• Commitment to the neighborhood pool model

Lee & Lively Pool Participation

* 2019 increased due to programs / camps moved to Lee and Lively
Splash Pad - Consideration #2

Splash Pads
Cost: $1.1 to $1.9 Million (per Facility)

Pros
• Cost less than a swimming pool
• High utilization
• Does not require staff
• Lower maintenance cost

Cons
• No opportunity for programs
• Not popular with teens and young adults
• Not a city-wide draw

Jaycee Zaragoza Park - Square Footage: 3,000
August 2019 Project Cost: $1,532,750

New Swimming Pool - Consideration #3

New Swimming Pool
Cost: $5.7 to $6.7 Million (per Facility)

Pros
• Popular with teens
• High Utilization
• Programming Opportunities
• Modern Amenities
• Increased safety with modern filtration systems

Cons
• More expensive
• Increased staffing needs
• Increased maintenance/material costs

Harry Stone Swimming Pool - Project Cost $4.7M - Completion Date: January 2021
3,500 sq. ft. Competition pool with six 25-yard lap lanes, waterslide, climbing wall, and water basketball 1,430 sq. ft. wading pool with play structure
Demolition - Consideration #4

Retire and Demolish Facility without plans for Improvements
Cost: $150,000

Pros
- Least initial cost
- Creates a blank slate for future development
- Adds additional open space for activities

Cons
- Likely to be unpopular with residents
- Reduction in services

Park Board and Staff Recommendation

- Retire and Demolish Both Lee and Lively Pools
- Obtain Policy Direction for the Future of Lee and Lively Park
- Create a Development Plan with Timeline
Discussion & Policy Direction

1) Retire and Demolish Lee and Lively
2) Senter and Mustang Park Projects

CityofIrving.org

@TheCityofIrving
Retiree Benefits
Update – 5/17/2023
CMO

Where we are today
- Medical Benefits
- Retiree Discounts
- OPEB Valuation
### Current Medical Plan Designs

<table>
<thead>
<tr>
<th></th>
<th>Blue Choice</th>
<th>Blue Quality</th>
<th>Blue Edge/HSA</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deductible</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Individual / Family</td>
<td>$1,000 / $3,000</td>
<td>$1,500 / $4,500</td>
<td>$2,200 / $6,600*</td>
</tr>
<tr>
<td>Individual / Family</td>
<td>$4,500 / $13,500</td>
<td>$7,150 / $14,300</td>
<td>$6,550 / $13,100</td>
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<tr>
<td><strong>Out-of-Pocket Maximum</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Individual / Family</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Individual / Family</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Coinsurance</strong></td>
<td>80%</td>
<td>70%</td>
<td>80%</td>
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<tr>
<td><strong>Preventive Care</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Physicals, Age-Appropriate Screenings, etc.</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Primary Care / Specialist Office Visit</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>USMD &amp; MCNT (Primary Care / Specialist)</td>
<td>$25 / $40 copay</td>
<td>$45 / $60 copay</td>
<td>80% after deductible (85% for MCNT/USMD providers)</td>
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<tr>
<td>CareATC</td>
<td>$0 copay</td>
<td>$0 copay</td>
<td>$40 charge</td>
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<tr>
<td><strong>Telemedicine</strong></td>
<td>$25 copay</td>
<td>$40 copay</td>
<td>80% after deductible</td>
</tr>
<tr>
<td>Advanced Imaging</td>
<td>80% after deductible</td>
<td>70% after deductible</td>
<td>80% after deductible</td>
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</table>

### Medical Benefits - current

#### BLUE CHOICE PLUS

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Pre-2011 Retiree</th>
<th>Post-2011 Retiree</th>
<th>Proposed Rates 3%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$907.06</td>
<td>$1,538.99</td>
<td>$1,585.16</td>
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<td>Employee / Spouse</td>
<td>$1,886.19</td>
<td>$2,500.09</td>
<td>$2,575.09</td>
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<td>Employee / Children</td>
<td>$1,812.29</td>
<td>$2,464.70</td>
<td>$2,520.10</td>
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<td>Employee / Family</td>
<td>$2,316.29</td>
<td>$3,432.72</td>
<td>$3,535.70</td>
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#### BLUE QUALITY PLAN

<table>
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<tr>
<th>Coverage</th>
<th>Pre-2011 Retiree</th>
<th>Post-2011 Retiree</th>
<th>Proposed Rates 3%</th>
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</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$772.81</td>
<td>$1,407.28</td>
<td>$1,449.50</td>
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<td>Employee / Spouse</td>
<td>$1,603.69</td>
<td>$2,222.44</td>
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<td>Employee / Children</td>
<td>$1,577.45</td>
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<td>$2,242.37</td>
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<td>Employee / Family</td>
<td>$2,411.72</td>
<td>$3,015.15</td>
<td>$3,105.60</td>
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#### BLUE EDGE HSA PLAN

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<th>Coverage</th>
<th>Pre-2011 Retiree</th>
<th>Post-2011 Retiree</th>
<th>Proposed Rates 3%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$543.95</td>
<td>$1,182.75</td>
<td>$1,218.23</td>
</tr>
<tr>
<td>Employee / Spouse</td>
<td>$1,147.76</td>
<td>$1,775.13</td>
<td>$1,828.38</td>
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<tr>
<td>Employee / Children</td>
<td>$1,009.63</td>
<td>$1,688.66</td>
<td>$1,739.32</td>
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<tr>
<td>Employee / Family</td>
<td>$1,633.50</td>
<td>$2,251.67</td>
<td>$2,319.22</td>
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</tbody>
</table>

Rates are before any discounts applied.
Current Available Discounts

- **IWIN**: Closed program in 2016
  Credits earned prior to 2016 are available to employees when they retire (if applicable)

- **Years of Service**
  - 5-9 years of service $175
  - 10-19 years of service $400
  - 20+ years of service $500

- **HSA Contributions**
  Retirees on the HDHP Plan receive $125 per quarter in their HSA account

What we are exploring:

- Medical Benefits
- Discounts
- Medical Benefits/Discounts Options
- Financial Impact/OPEB
Other Post-Employment Benefits (OBEB) Liability

- GASB Statement 75 – Enacted in 2015
  - Requires disclosure of future liabilities for benefits granted after employment, other than pensions
  - Retiree health insurance and other benefits had not been consistently reported by governments in the past until this accounting requirement
  - The total cost of the benefits granted to retirees created undisclosed unfunded liabilities, similar to public entity pension funding issues in the past
- Irving's OPEB liability consists of two parts
  - Retiree Insurance subsidy ($10 million) – the actuarially projected amount the City is responsible for on future retiree health care expenses minus premiums paid by retirees
    - Premium subsidies
    - Actual cost of medical benefits paid by the city
  - TMRS Supplemental Death Benefit fund ($7 million)
    - Life insurance program for TMRS eligible employees
    - Plan administered by TMRS
    - A component of the total TMRS rate

Benchmarking Local OBEB Liabilities

<table>
<thead>
<tr>
<th>City</th>
<th>OPEB Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Worth</td>
<td>$971M or $139K per Ee</td>
</tr>
<tr>
<td>Arlington</td>
<td>$132M or $33K per Ee</td>
</tr>
<tr>
<td>Plano</td>
<td>$122M or $53K per Ee</td>
</tr>
<tr>
<td>Garland</td>
<td>$89M or $47K per Ee</td>
</tr>
<tr>
<td>Grand Prairie</td>
<td>$62M or $50K per Ee</td>
</tr>
<tr>
<td>Denton</td>
<td>$49M or $38K per Ee</td>
</tr>
<tr>
<td>McKinney</td>
<td>$22M or $19K per Ee</td>
</tr>
<tr>
<td>Irving</td>
<td>$10M or $5K per Ee</td>
</tr>
<tr>
<td>Carrollton</td>
<td>$2M or $3K per Ee</td>
</tr>
<tr>
<td>Allen</td>
<td>$768K or $2K per Ee</td>
</tr>
</tbody>
</table>
Benchmarking Medical Plan Design

Benchmarking Medical Premiums

**Base Premiums**
(without discounts/reductions)

Highest Premiums: Allen
Lowest Premiums: Garland

Avg premium for Retiree Only on each city’s highest cost plan: **$1,013.84**
Avg premium for Retiree Only on each city’s lowest cost plan: **$775.96**

Rates reflect full cost and does not include discounts or other reductions
Irving retiree only highest cost plan: $907 Pre-2011 and $1,538 Post-2011
Irving retiree only lowest cost plan: $543 Pre-2011 and $1,182 Post-2011
Benchmarking Available Discounts

Cities offering premium discounts:
- Arlington
  (if hired prior to 1/1/2016)
- Denton
- Fort Worth
- Grand Prairie
- Irving
- Mesquite

Cities not offering discounts:
- Allen
- Arlington
  (if hired after to 12/31/2015)
- Carrollton
- Frisco
- Garland
- McKinney

Evaluated Options for Retiree Medical Benefits

Update Eligibility
- Must retire through TMRS and SBP or Fire Pension and start receiving retirement check
- Spouse and dependents must be on plan for 12 months prior to retirement
- At retirement, must stay on enrolled plan for the preceding plan year (until next OE period)

Comeback Provision
- Allows Pre-65 retirees to exit and return when Medicare eligible
- Reduces OPEB liability and City pre-65 plan costs

Exchange Exploration
- Higher Deductibles, Out-of-Pocket expenses
- More restricted Networks
- More restricted Pharmacy programs
- Subject to price volatility, and possible anti-selection

Define Contribution
- Introduce exchange approach
- Minimize future OPEB by capping and defining City contribution
- Mostly fully insured but offers multiple plan options
- Plan designs are limited with potential of higher out-of-pocket expenses when retirees use the plan

Network Management
- Introduce managed care (limited) network of providers and facilities
- Mitigates Total Costs
- Downside is the recent supply and demand issues brought on by Covid and provider availability in the areas where our retirees live

Health Reimbursement Account (RHRA)
- Retiree can set aside the value of banked and accrued hours into a retiree HRA
  - One-time contribution
- Covers costs associated with medical & premiums
Evaluated Options of Retiree Medical Benefits

**Ways To Impact Reduction Of Premiums For Post-2011 Retirees:**

1. Flat dollar discount
   - Based on Years of service (scenarios 1 to 4)
   - Based on Years of service and age (scenarios 5 and 6)

2. Percent of premium discount (using Grand Prairie method)
   - All subsidies are removed, except for IWIN, and apply a percent discount based on years of service (scenario 7)

Other Post-Employment Benefits (OPEB) Liability

- Irving’s actuarial firm (GRS) ran multiple scenarios to quantify the potential OPEB liability for the different options that will lower cost for Retirees
- Irving’s OPEB Liability **possibilities based on scenarios:**
  - Lowest is $9,620,000 (Current liability with current structure)
  - Highest is $72,850,000 (Scenario 7 – using Grand Prairie structure)
- Impact to Health Fund (projected payments over 15 years)
  - Lowest impact is $9,318,000
  - Highest impact is $64,057,000
**OPEB Liability Projections**

![Graph showing OPEB Liability by Scenario]

**Evaluated Options**

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Current</th>
<th>Scenario 2</th>
<th>Scenario 3</th>
<th>Scenario 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 to 9</td>
<td>$175</td>
<td>$175</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>10 to 19</td>
<td>$400</td>
<td>$400</td>
<td>$425</td>
<td>$475</td>
</tr>
<tr>
<td>20+ / 20 to 24</td>
<td>$500 (20+)</td>
<td>$500 (20-24)</td>
<td>$550 (20-24)</td>
<td>$600 (20+)</td>
</tr>
<tr>
<td>25+</td>
<td>N/A</td>
<td>$550</td>
<td>$600</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Scenario #5**

- Ages/Years of Service Banded Discounts
  - 55/10 - $200.00
  - 55/15 or 60/10 - $425.00
  - 55/20 or 60/15 - $500.00
  - 55/25 or 60/20 - $550.00
  - Any age/30 - $575.00

**Scenario #6**

- Rule of (Age + Years of Service)
  - 60 - $175.00
  - 70 - $400.00
  - 80 - $700.00
  - 90 - $1,000.00

**Scenario #7**

- Reduced Premiums (Grand Prairie Method)
  - 0-9 – no reduction
  - 10-14 – 35%-40% reduction
  - 15-19 – 50%-55% reduction
  - 20-24 – 65%-70% reduction
  - 25+ – 80%-85% reduction
Flat Dollar Discounts Options 6

**Scenario #6**

Rule of (Age + Years of Service)
- 60 - $175.00
- 70 - $400.00
- 80 - $700.00
- 90 - $1,000.00

- OPEB liability would be $22,280M, or an increase of $12,660M in liability

Scenario #6 will provide more affordable health coverage to our Retirees, but to limit the OPEB impact. We’re proposing a phased in approach over a 3-year, or a 5-year period.

Current Premiums w/Discounts

<table>
<thead>
<tr>
<th>Plan</th>
<th>Premium</th>
<th>5-9 Years of Service</th>
<th>10-19 Years of Service</th>
<th>20+ Years Of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Blue Choice</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retiree Only</td>
<td>$1,538.99</td>
<td>$175.00</td>
<td>$400.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Retiree / Spouse</td>
<td>$2,500.09</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retiree / Child(ren)</td>
<td>$2,446.70</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retiree / Family</td>
<td>$3,432.72</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Blue Quality</strong></td>
<td></td>
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<tr>
<td>Retiree Only</td>
<td>$1,407.28</td>
<td>$175.00</td>
<td>$400.00</td>
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<tr>
<td>Retiree / Spouse</td>
<td>$2,222.44</td>
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<tr>
<td>Retiree / Child(ren)</td>
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Scenario 6, with Discounts

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OPEB Liability Projections

With Combined Options

Scenario 5b is phased in over 3 years
Medical Spend Projections

![Medical Spend Projections Graph](image)

Phased in Approach – Rule of Scenario

6a

<table>
<thead>
<tr>
<th>Rule of ... (age + yos)</th>
<th>Three Year Phased-in Approach</th>
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<td>60</td>
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<td>90</td>
<td>$750</td>
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</table>

Rule of 90 would receive the rule of 80 discount in year one.
Phased in Approach – Rule of Scenario

6b

(Rule of ... (age + yos))

<table>
<thead>
<tr>
<th>Rule of ...</th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
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<td>60</td>
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<td>$175</td>
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<td>$900</td>
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Rule of 90 would receive the rule of 80 discount in year one.

Phased in Approach – Rule of Scenario

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<th>Total OPEB Liability</th>
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<td><strong>All Participants</strong></td>
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<td>Current</td>
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<td>Scenario 6</td>
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<tr>
<td>Scenario 6A</td>
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<tr>
<td>Scenario 6B</td>
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</table>
Phased in Approach – Rule of Scenario

Current Retiree Participation

- Current percent by level of enrollment
  - 66% retiree only
  - 33% retiree + spouse
  - 0 retiree + children
  - 1% retiree + family
- Current percent by plan
  - 19% Blue Choice
  - 26% Blue Quality
  - 56% Blue Edge
Potential Retiree Numbers

• Employees eligible to retire
  • 500 or 25% of current employees
    • By 2025, 584 or 30% of current employees
  • Average age of employees eligible to retire
    • 56
  • Average number of years of service
    • 24
  • Age 56 + YOS 24 = Rule of 80

Potential Retiree Numbers

• Of the 500 current employees eligible to Retire within the next 12 months
  • Rule of 60 – 14%
  • Rule of 70 – 34%
  • Rule of 80 – 31%
  • Rule of 90 – 20%
COST TO IMPLEMENT PEAK AMBULANCE

• 2 paramedics for 3.5 workdays* for 52 weeks for an estimated cost of $300,000.
  • Flexibility to implement on busiest days and busiest times based on data from previous two years.
  • We can also staff the peak ambulance when big events are taking place in the entertainment district.
  • Can only be in operation when there is availability in the fleet.

*workday is 12 hours for fire suppression
Need to order Medic 8 as soon as possible. Currently, the build-out time is estimated to be up to 2 years.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
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<td>Salary</td>
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<td>Benefits</td>
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<tr>
<td>Retirement</td>
<td>$109,646.70</td>
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<td>Paramedic Training (OT)</td>
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<tr>
<td>Medic 8</td>
<td>$400,000.00</td>
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<tr>
<td>Clothing</td>
<td>$50,265.00</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$2,415,719</strong></td>
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New Medic 8
QUESTIONS?
Budget and Strategic Plan Review

Five Year Plan – CIP & MDU
May 17, 2023

Overview

- 2006/2021 GO Bond Authorization Summary
- Recap FY 2022-23 GO Bond Sale
- Recap FY 2023-24 GO Bond Sale
- MDU
2006/2021 GO Bonds

- After the 2023 bond sale of $21.44 M in 2006 General Obligation bonds, the balance of unsold 2006 GO bonds is $34.75 M

<table>
<thead>
<tr>
<th>Proposal</th>
<th>Date Authorized</th>
<th>Amount Authorized</th>
<th>Amount Previously Issued</th>
<th>Amount Issued</th>
<th>Amount Reserved 2023</th>
<th>Unreserved Balance</th>
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<td>Streets</td>
<td>11/7/2006</td>
<td>174,243,000</td>
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<td>Senior Citizens Center</td>
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<td>-</td>
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<td>Streets</td>
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<td>4,000,000</td>
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<td>183,370,000</td>
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<td>1,000,000</td>
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<td>5,200,000</td>
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<tr>
<td>City Facilities - Total Operations, Fleet, Warehouse</td>
<td>5/1/2021</td>
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<td>-</td>
<td>-</td>
<td>10,200,000</td>
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<td>1,270,000</td>
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<td>28,660,000</td>
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<td>Animal Care Campus</td>
<td>5/1/2021</td>
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<td>-</td>
<td>550,000</td>
<td>5,220,000</td>
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<td>Fire Facilities</td>
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<td>Information Technology</td>
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<td>Libraries</td>
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<td><strong>Total:</strong></td>
<td><strong>$888,950,000</strong></td>
<td><strong>$247,050,000</strong></td>
<td><strong>$50,730,000</strong></td>
<td><strong>$551,480,000</strong></td>
<td><strong>$34.75 M</strong></td>
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</tbody>
</table>

Capital Improvement Program

- 5-Year CIP Plans are maintained by management and staff; approved by Council
  - Projects for year FY23 are funded by the 2006 and 2021 Bond authorizations
  - Projects for FY24 to FY27 will be funded by the 2021 Bond authorization
- Projects are re-prioritized based on bi-annual review, Council requests, and citizen input
- Other factors may affect the plan such as the Long-Term Financial Plan, Road to the Future, and the capacity to sell debt
- Gateway Initiatives must meet the following:
  - A public street, utility, or infrastructure
  - Supporting Economic Development program for industrial, commercial or retail business
  - Located in historic downtown or gateway area of the City
FY 2022-23 Bond Program

Proposed General and MDU CIP debt issuance

- General Obligation Bonds $50,730,000
- MDU 0% interest loan 38,700,000
- Certificates of Obligation 23,000,000
- Fire Equipment Tax Notes 4,400,000

Total 116,830,000

FY 2022-23 GO Bond Sale Recap

- Road to the Future – Street Improvements
  - Valley View Lane Design $2,400,000
  - Rochelle Road Design 1,200,000
  - Esters Road Reconstruction – Phase I 5,000,000
  - Esters Road Design – Phase II 250,000
  - Sterling Street Design 300,000
  - Conflans Road 4,400,000
  - Neighborhood Street Reconstruction – W/WW 2,000,000
  - ROW Acquisition 1,000,000
  - Street Rehabilitation 6,000,000
  - Total Street Improvements 22,550,000
FY 2022-23 GO Bond Sale Recap

- Park Infrastructure Renovations $9,465,000
  - Golf Course Cart Path & Driving Range Light Replacement
  - Trinity View Soccer Fields
  - Thomas Jefferson Park Trail Replacement

- City Building Improvements $2,405,000
  - City Hall Cooling Tower Replacement
  - Central Warehouse Roof
  - Lively/Senter Generator Connections
  - City Hall Parking Garage Improvements
  - Other Repairs

City of Irving, Texas

FY 2022-23 GO Bond Sale Recap

- Fire Services Central Fire Station $7,900,000
  - Fire Station #8 Design 950,000

- City Hall Complex 3,000,000

- Animal Services
  - Animal Care Campus Expansion Design 550,000

- Information Technology Services
  - Mission Critical Facilities Connectivity 2,440,000

- Library Services
  - Alternative Library Service Points 495,000

- Public Safety Joint Facilities
  - Driving Skills/Training Pad Design 975,000

City of Irving, Texas
FY 2023-24 GO Bond
2021 Authorization

- Street Improvements $20,045,000
- Operation and Maint Facilities 6,570,000
  - Fleet Services Building
- Police Services 7,400,000
  - Information Technology
- Animal Care Campus Expansion 5,220,000
- Fire Services 10,780,000
  - Fire Station #8
  - Renovation to Existing Stations
- Park & Recreation Services 5,325,000
  - Mustang Rec Center Expansion
  - Airport Property
- IT – Critical Facility Connectivity 2,440,000
- Public Safety Gun Range 12,500,000

$70,280,000

City of Irving, Texas

5 Year CIP Plan

City of Irving, Texas
### 5 Year CIP Plan

#### General Fund Capital Improvement Program

**2021 GENERAL OBLIGATION BOND AUTHORIZATION**

**FY 2022-23 thru FY 2026-27**

<table>
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<tr>
<th>Fiscal Year</th>
<th>2022-2023</th>
<th>2023-2024</th>
<th>2024-2025</th>
<th>2025-2026</th>
<th>2026-2027</th>
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<td><strong>Proposition A</strong></td>
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<td>Police &amp; Fire Station</td>
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<td>Community Services</td>
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<td>Animal Care Campus Expansion</td>
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<td>$550,000</td>
<td>$550,000</td>
<td>$550,000</td>
<td>$2,750,000</td>
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**Total General Obligation Bond Authorization:** $101,490,000

**Total General Obligation Bonds:** $101,490,000

**Unallocated:** $2,750,000

---

City of Irving, Texas
Other Debt

Certificates of Obligation

- Fleet Services Facility $14,000,000
- Trinity View Park Service Center Improvements 3,000,000
- Solid Waste Services Middle & West Tract
  - Cell Construction & Drainage Improvements 6,000,000
- Total 23,000,000

Tax Notes

- 3 Fire Pumper Trucks 3,000,000
- 1 Fire Ladder Truck 1,400,000
- Total 4,400,000

City of Irving, Texas

MDU Loan

- City has applied to the Texas Water Development Board (TWDB)
  - Grant $6,300,000
  - Loan (0% interest) 38,700,000
  - Total 45,000,000

- Provides funding for two phases of the West Irving Creek Drainage Improvement
- First phase of improvements to remove 165 houses from the 100 year flood risk
- If TWDB funding is not approved, then City will issue an additional $20 M in Certificates of Obligation at a later date

City of Irving, Texas
5 Year MDU Plan

- FY 2023-24 is the fifth & final year of the current approved plan
- The initial assessment of the City's drainage channel systems identified $200 M of necessary improvements
- The initial 5-year plan authorized $100 M of improvements
- The current estimate for future improvements is $218 M
- Establishing a new 5-year plan starting in FY 2024-25 will allow the continuation of capital improvements for drainage systems
## MDU Future Improvements

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brockbank Channel Phase B (Goodyear St to Columbia)</td>
<td>Fritz Park wall repair &amp; downstream improvements</td>
</tr>
<tr>
<td>Centennial Park Erosion Repair</td>
<td>Lindy Ln/Loop 12 Outfall</td>
</tr>
<tr>
<td>Citywide Master Stormwater Plan</td>
<td>S. Beltline at Bear Creek Bridge &amp; Split Flow Channel</td>
</tr>
<tr>
<td>Cottonwood Creek Channel Beltline/Walnut Hill</td>
<td>S. Irving Heights at Shady Grove</td>
</tr>
<tr>
<td>Delaware Creek - Phase B (Henry Dr to Harvard St)</td>
<td>West Irving Creek Phase B (Alan A Dale to 5th St)</td>
</tr>
<tr>
<td>Delaware Creek Phase C (Harvard St to Finley Rd)</td>
<td>West Irving Creek Phase C (5th St to Rogers Rd)</td>
</tr>
<tr>
<td>Embassy Channel Phase B (Rochelle to Mcham St)</td>
<td>Douglas Rd Channel Improvement (Rochelle to HWY 183)</td>
</tr>
<tr>
<td>Embassy Channel Phase C (Doncastor St. to Mcham St)</td>
<td>Bellah Ct Neighborhood Drainage Improvement</td>
</tr>
<tr>
<td>Embassy Channel Phase D (Mcham St to Durham St)</td>
<td>16th St Drainage Improvement</td>
</tr>
</tbody>
</table>
Budget and Strategic Plan Review
I – Property Tax
May 17, 2023

City of Irving, Texas
FISCAL YEAR 2023-24

Tax Rate Terms

- **Maintenance and Operations (M&O) Rate** – the portion of the tax rate allocated to fund general operations (General Fund)
- **Interest and Sinking (I&S) Rate** – the portion of the tax rate allocated to debt service
- **No New Revenue Rate (NNRR)** – the rate that provides the same amount of revenue on existing properties as the previous year (replaces the Effective Tax Rate)
- **Voter Approval Rate (VAR)** – the rate where an election must be held to exceed the rate. (replaces the Rollback Rate)
  - This rate is 3.5% above the NNRR + the current year’s I&S rate
  - Prior to 2017s SB2, the Rollback rate was 8% above the effective rate + the current year’s I&S rate
- **Adjusted VAR** – the VAR + unused increments from the prior three years
FY 2022-23 Budget

FY 2022-23
DISTRIBUTION OF AD VALOREM COLLECTIONS

<table>
<thead>
<tr>
<th>% of Total</th>
<th>Tax Rate</th>
<th>Rate per $100 of Property Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>72.89%</td>
<td>0.4294</td>
</tr>
<tr>
<td>Property Tax ED Incentives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TIF Funds (Combined)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest and Sinking Fund</td>
<td>27.11%</td>
<td>0.1300</td>
</tr>
<tr>
<td>POB Interest and Sinking Fund</td>
<td></td>
<td>0.0297</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0.5891</td>
<td>$207,738,799</td>
</tr>
</tbody>
</table>

City of Irving, Texas

Calculated Rates for FY 2022-23

<table>
<thead>
<tr>
<th>Tax Rates</th>
<th>Rate per $100 of Property Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2022-23 No New Revenue Rate</td>
<td>$0.530686</td>
</tr>
<tr>
<td>FY 2022-23 Voter Approval Rate</td>
<td>$0.630796</td>
</tr>
<tr>
<td>FY 2022-23 Adjusted Voter Approval Rate</td>
<td>$0.737882</td>
</tr>
<tr>
<td>Adopted FY 2022-23 Tax Rate</td>
<td>$0.5891</td>
</tr>
<tr>
<td>Maintenance &amp; Operations Rate</td>
<td>0.4294</td>
</tr>
<tr>
<td>Interest &amp; Sinking Rate</td>
<td>0.1597</td>
</tr>
</tbody>
</table>

City of Irving, Texas
• SB2 allows cities to “bank” the unused increment if the adopted tax rate is below the Voter Approval rate
• For FY 2020-21, the unused increment was $0.107086. This can be applied in whole or part for the next three years to increase the adjusted VAR above the calculated VAR for that year.

Unadjusted Voter Approval Rate

- Unused increments stay with the Tax Year and are not decreased if the adopted rate exceeds the unadjusted voter approval rate
- In FY 2021-22 (Tax Year 2021) the adopted rate of 0.5941 was 0.0016 above the Voter Approval Rate, so the unused increment for that year is 0.
- This did not reduce the amount of prior year unused increment

<table>
<thead>
<tr>
<th>Tax Year</th>
<th>Unused Increment Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>0.107086</td>
</tr>
<tr>
<td>2021</td>
<td>0</td>
</tr>
<tr>
<td>2022</td>
<td>0.041696</td>
</tr>
<tr>
<td>2023</td>
<td>0.148782</td>
</tr>
</tbody>
</table>

• In FY 2024-25 the 2020 unused increment will be unavailable
Tax Appraisal Calendar

- January 1, 2023 – Valuation Date of all properties
- April 30, 2023 – Preliminary Estimate of Value
  - No detail
  - Business Personal Property often incomplete
- May 8, 2023 – 1st Estimated Value Report (EVR)
- May 25, 2023 – 2nd Estimated Value Report
  - Most complete estimate before protests and lawsuits
  - Used for budget revenue estimates
- July 25, 2023 – Certified Report
  - Final number used to calculate tax rates and revenues
  - Accounts still under protest are low enough to provide useful revenue estimates
  - Many lawsuits undecided at this point

FY 2023-24 Taxable Value Projections

- May 8 - Preliminary Taxable Value - $41.9 billion
  - Up 17.2% from prior year Certified value of $35.8 billion
  - $469.6 million in new construction
- Staff estimate of certified value at this point
  - Reduce from Preliminary value by 6.3% to $39.3 billion
  - Four year average trend by category
  - Still a 10.9% increase from prior year Certified
- May 25 - 2nd EVR
  - Most complete projection before protests
  - Revenue estimates for all funds will be calculated using these numbers
Pension Obligation Bond Debt Service

- Pension Obligation Bond debt service essentially flat for next 18 years
- Increase in tax base
  - Increases value of one cent
  - Decreases number of cents needed for POB debt service
- FY 2022-23 Budget
  - $11,209,717 Principal + Interest
  - Allocation of 2.97 cents of I&S Tax Rate
- FY 2023-24 Budget
  - $11,036,382 Principal + Interest
  - Projected allocation of 2.71 cents of I&S Tax Rate (Based on Preliminary Values as of May 9, 2023)
  - Potential reduction of 0.26 cents
- Options
  - Return to Operations and Maintenance
  - Allocate within Debt Service to increase General CIP funding from 0.1300 to 0.1326 (actual value will change)

Questions/Discussion?

CityofIrving.org

City of Irving, Texas

FISCAL YEAR 2023-24
Budget and Strategic Planning Meeting

Item J: Future in Focus Priorities and Updates
May 17, 2023

Year 3 (FY 2023 – 2024) Updates

• General Fund Departments:
  • Departments were asked to update their personnel and capital needs for Years 3 – 5
  • Due to City Manager’s focus on recruitment and retention, majority of Year 3 needs will be deferred to later years
  • Supplementals requests that are classified as operation-critical will be considered

• Enterprise Fund Departments:
  • Focused on capital-related needs
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Attorney I - Real Estate (1)</td>
<td>Assistant City Attorney III</td>
<td>Legal Assistant (1)</td>
<td>Legal Assistant (1)</td>
<td>Assistant Attorney I - Litigation &amp; Employment (1)</td>
<td>Assistant Attorney I</td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
The increasing workload of the City Attorney's Office supports the addition of a more experienced attorney position. This assistant city attorney would provide a wide range of advanced municipal legal work, such as preparing complex legal documents including contracts and ordinances. This position would allow us to balance attorney workloads, retain and provide growth opportunities for current attorney staff, and ensure succession planning.

Year 4 Requests:
- No change in requests

Year 5 Requests:
- No change in requests

Changes reviewed by CMO: N/A
Updated FY24-26 Future in Focus Requests  
Department: City Manager's Office

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Assistant - PSWU (1)</td>
<td>$20,000 for Resident Satisfaction Survey Professional Services</td>
<td>Management Intern - CMO Admin (1)</td>
<td>Office Assistant - PSWU (1)</td>
<td>Management Intern - CMO Admin (1)</td>
<td></td>
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<tr>
<td></td>
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<td></td>
<td>Increase Innovation Grants by $25,000</td>
<td></td>
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</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

After reviewing our current priorities and trying to strategically allocate resources, we have shifted our original Year 3 ask for an Office Assistant/Administrative Specialist for the Public Safety Wellness Unit (PSWU) to Year 4.

CMO is requesting $20,000 to procure a consultant to assist with the biennial Resident Satisfaction Survey.

Year 4 Requests:

-Year 4 New Request: Office Assistant/Administrative Specialist for the PSWU
-After reviewing our current priorities and trying to strategically allocate resources, we have shifted our original Year 4 ask for a Management Intern for the City Manager's Office (CMO) to Year 5.

-Due to increasing popularity and successful innovation grant projects, IPO is requesting an increase of $25,000 for Innovation Grants, bringing the total to $50,000.

Year 5 Requests:

-Year 5 New Request: Management Intern for CMO

Changes reviewed by CMO: [Signature]
### Updated FY24-26 Future in Focus Requests
Department: **City Secretary's Office**

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Executive Assistant (1)</td>
<td>Executive Assistant (1)</td>
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</tbody>
</table>

**Note:** The table is structured to track changes and requests from Year 3 to Year 5, with specific attention to the role of Executive Assistant (1) from Year 4 onwards.
Please provide a brief justification for your updated requests:

**Year 3 Requests:**

**Year 4 Requests:**
Maintaining ask due to projected workload in year 4 - if projection changes we may shift this ask to Year 5 or completely remove the ask at the conclusion of the FY24 budget year.

**Year 5 Requests:**
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>LED Lighting retrofit -</td>
<td>LED Lighting retrofit -</td>
<td>Replacement of Orchestra Shell</td>
<td>Replacement of Orchestra Shell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carpenter Hall and Dupree Theater</td>
<td>Carpenter Hall and Dupree Theater</td>
<td>- Carpenter Hall</td>
<td>- Carpenter Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roof Replacement - Irving Arts Center</td>
<td>Roof Replacement - Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HVAC Replacement - Irving Arts Center</td>
<td>HVAC Replacement - Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dressing Room/Basement Remodel - Irving Arts Center</td>
<td>Dressing Room/Basement Remodel - Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td>- Irving Arts Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sculpture Garden Pool - Assess and Reinstall</td>
<td>Sculpture Garden Pool - Assess and Reinstall</td>
<td>- Assess and Reinstall</td>
<td>- Assess and Reinstall</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

Roof Replacement, HVAC Replacement, Dressing Room/Basement Remodel and Sculpture Garden Assessment and Reinstallation originally planned for the current fiscal year but are projected to FY24 due to project timing.

Year 4 Requests:

No change

Year 5 Requests:

No change
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales &amp; Marketing Initiatives</td>
<td>Sales and Marketing Initiatives</td>
<td>Sales &amp; Marketing Initiative</td>
<td>ICC-CIP &amp; Operating Subsidy</td>
<td>National Sales Manager</td>
<td></td>
</tr>
<tr>
<td>Sales-Contractor (1)</td>
<td>Continue with Digital Content Contractor position</td>
<td>National-Sales Manager (1)</td>
<td>Digital Content Manager</td>
<td>TPID Coordinator (funded through TPID revenues)</td>
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</tr>
<tr>
<td>Digital Content Contractor (1)</td>
<td>Digital Content Manager</td>
<td>Digital Content Manager (1)</td>
<td>Contract Lobbyist - HOT Sunset</td>
<td>TPID Specialist (funded through TPID revenues)</td>
<td></td>
</tr>
<tr>
<td>TPID-Program Specialist (1)</td>
<td>Rebuilding Stabilization Funds</td>
<td>Contract Lobbyist - HOT Sunset</td>
<td>TPID Coordinator (funded through TPID revenues)</td>
<td>Rebuilding of Stabilization Funds</td>
<td></td>
</tr>
<tr>
<td>TPID-Coordinator (1)</td>
<td>ICC-CIP &amp; Operating Subsidy</td>
<td>Rebuilding of Stabilization Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ICC-CIP &amp; Operating Subsidy</td>
<td></td>
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</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

**Year 3 Requests:**

Rebuilding stabilization funds, was added as focus area because it is key to the success of the Irving Convention and Visitors Bureau's long-term financial strategy. This focus is to rebuild and protect our future needs. The Digital Content Contractor position will be a continuation from the FY 22/23. The TPID positions were moved out a year due to hotels still recovering and rebuilding from the COVID pandemic.

**Year 4 Requests:**

The Rebuilding stabilization funds, was added as focus area because it is key to the success of the Irving Convention and Visitors Bureau’s long-term financial strategy. This focus is to rebuild and protect our future needs. The TPID positions are included with Year 4 Requests were moved out a year due to hotels still recovering and rebuilding from the COVID pandemic. The National Sales Manager is also moved out a year due to hotel industry still recovering from the COVID pandemic.

**Year 5 Requests:**

The Rebuilding stabilization funds, was added as focus area because it is key to the success of the Irving Convention and Visitors Bureau’s long-term financial strategy. This focus is to rebuild and protect our future needs.
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Inspector (1)</td>
<td>MDU - Re-class currently allocated Engineering Technician position (1) to MDU Field Operations Coordinator</td>
<td>Senior Landscape Architect (1)</td>
<td>Senior Landscape Architect (1)</td>
<td>Civil Engineer (1)</td>
<td>Civil Engineer - WU (1)</td>
</tr>
<tr>
<td>Senior Engineering Technician (1)</td>
<td>MDU - Re-class currently allocated Crew Leader position (1) to Crew Leader/Trainer</td>
<td>Landscape Architect (1)</td>
<td>Landscape Architect (1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Civil Engineer - Road to the Future (1)</td>
<td>MDU - Re-evaluate Environmental Compliance Inspector</td>
<td>Engineering Inspector (1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Survey Field Technician (1)</td>
<td>MDU - Re-class currently allocated Grounds Keeper I position (1) to Heavy Equipment Operator</td>
<td>Senior Engineering Technician - WU (1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Survey Crew Assistant (1)</td>
<td>MDU - Re-class currently allocated Grounds Keeper I positions (3) to Grounds Keeper II</td>
<td>Senior Civil Engineer - Road to the Future (1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Survey Technician (1)</td>
<td>MDU - Re-evaluate Drainage Programs Specialist</td>
<td>Survey Field Technician (1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development Services Specialist (1)</td>
<td>Re-class current Engineering Tech to Engineering Permit Coordinator in lieu of Development Services Specialist</td>
<td>Survey Crew Assistant (1)</td>
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<td></td>
</tr>
</tbody>
</table>
## Updated FY24-26 Future in Focus Requests
### Department: Capital Improvement Program

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>MDU Operations Supervisor (1) - added FY21-22</td>
<td>MDU - Senior Heavy Equipment Operator (1)</td>
<td>Survey Technician (1)</td>
<td>Re-class CIP Accounting Supervisor to CIP Business Operations Manager</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
- Pushed original year 3 requests for Engineering Inspector, Senior Engineering Technician, Senior Civil Engineer (RTTF), Survey Field Technician, Survey Crew Assistant, and Survey Technician to Year 4 to coordinate staffing with current workload, with obstacles to filling vacancies, and to support City Manager's goal of focusing on Class and Comp.
- Re-classifying key positions to capture necessary job responsibilities within MDU operations and CIP functions
- Re-evaluating the Drainage Programs Specialist and Environmental Compliance Inspector for position requirements to focus on staff retention

Year 4 Requests:
Kept original year 4 asks for Senior Landscape and Landscape Architects and included the Year 3 original asks to account for growth in departmental workload.

Year 5 Requests:
Kept original year 5 asks for Civil Engineer to support growth in Water Utilities improvements

Changes reviewed by CMO
## Updated FY24-26 Future in Focus

Requests Department: Code Enforcement

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Litter &amp; Trash Enhanced Initiative</td>
<td></td>
<td>Multi-family Inspector (1)</td>
<td>Field Connectivity Technology Enhancement Project</td>
<td></td>
<td>Increase previous year's .5 FTE to 1.0 FTE</td>
</tr>
<tr>
<td>Alternative Powered Vehicles for Fleet Replacement</td>
<td></td>
<td></td>
<td>.5 FTE Admin Support Position</td>
<td></td>
<td>Multi-Family Inspector (1)</td>
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<tr>
<td>Code Enforcement Officer (1)</td>
<td></td>
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</tbody>
</table>

Page 1 of 2
Please provide a brief justification for your updated requests:

**Year 3 Requests:**
- Removing the originally requested Alternative Powered Vehicles for Fleet Replacement due to recent fleet updates.
- Removing the originally requested Code Enforcement Officer (1) as the need for this position has not materialized at this time.

**Year 4 Requests:**
- Moving the originally requested Multi-Family Inspector from Year 4 to Year 5, as the need for this position has not yet materialized but is expected at a later date.
- Code is currently proposing a pilot program to test better connectivity in the field through the city’s Pitch and Pilot program. If successful, a supplemental will be proposed next year to enhance technology department wide.
- Requesting the addition of 1 part time Admin Support position to shift some duties from field staff to office staff, increasing field staff capabilities

**Year 5 Requests:**
- Forecasting the potential need to adjust the Year 4 part time position full time due to workload should efficiencies in shifting duties from field staff to admin staff be successful and need to be increased.

CMO Approval: [Signature]
### Updated FY24-26 Future in Focus

**Requests Department: Communications**

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Website</td>
<td>New Website</td>
<td>D&amp;I Initiative</td>
<td>Remove D&amp;I</td>
<td>Print Shop Equipment Replacement</td>
<td>Print Shop Equipment Replacement</td>
</tr>
<tr>
<td>Neighborhood Services Program Grant Funding &amp; Marketing</td>
<td>Neighborhood Services Program Grant Funding &amp; Marketing</td>
<td>Add Irving Spanish News Coordinator (1 FTE)</td>
<td></td>
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<tr>
<td>ADA Compliance</td>
<td>Moved to Year 4</td>
<td>Add ADA Compliance</td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

Year 4 Requests:
- D&I now falls under HR and Communications has removed budget plans.
- Irving Spanish News is a new department division to translate city news and information, create Spanish news channels and conduct outreach to the Hispanic community.
- ADA compliance seeks to address and improve the city's communications to be more inclusive for everyone.

Year 5 Requests:
### Updated FY24-26 Future in Focus Requests
#### Department: Financial Services

<table>
<thead>
<tr>
<th>Year 3 Original</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Contract/Purchasing Card Specialist.</td>
<td></td>
<td>Compliance audit position</td>
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</tbody>
</table>

Page 1 of 2
Please provide a brief justification for your updated requests:

Year 3 Requests:

Year 4 Requests:
Upgrade existing position and backfill with entry-level clerical to handle existing duties

Year 5 Requests:
Add a second compliance audit position to ensure that contracts, policies, and procedures compliance is comprehensively reviewed city-wide
### Updated FY24-26 Future in Focus Requests
Department: Fire

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Medic 8 (9)</strong></td>
<td>Medic 8 Ambulance needs to be ordered. Personnel can wait until yr. 4.</td>
<td>Central Fire Station Personnel (18)</td>
<td>Moved up due to construction time period and SAFER grant award.</td>
<td>4th Firefighter on 3 Companies (14)</td>
<td>Still in the FIF plan.</td>
</tr>
<tr>
<td><strong>Start Construction on Fire Station 8</strong></td>
<td>Construction should begin in the summer of 2024.</td>
<td></td>
<td>IF Medic 8 is to go into service when the new station is built then personnel should be hired in Oct. 2024-2025 budget.</td>
<td>Dispatchers (4)</td>
<td>Still in the FIF plan.</td>
</tr>
<tr>
<td></td>
<td>(1) Driver position for the recruitment team was in the FIF and covered last fiscal year (not funded).</td>
<td></td>
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<tr>
<td></td>
<td>Central Fire Station: This is a year 3 update. (12) FF's have been hired with SAFER grant dollars x 3 yrs. The final (6) needs to be hired Oct. 2023.</td>
<td></td>
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<tr>
<td></td>
<td>PIO position was in the FIF and covered for last fiscal year (not funded).</td>
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<tr>
<td></td>
<td>EMS staff position has been reduced to a Captains position and was in the FIF and covered last fiscal year (not funded).</td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

Year 4 Requests:

Year 5 Requests:

Changes reviewed by CMO
<table>
<thead>
<tr>
<th>Year 3 Original</th>
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<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Initiatives FTE (1)</td>
<td>Increase Unrestricted Funding for Community Development Programs</td>
<td>Community Development/Affordable Housing Initiatives FTE (1)</td>
<td>Increase Unrestricted Funding - Future Community Development Programs</td>
<td>Increase funding for affordable housing initiatives</td>
<td>Housing Initiatives FTE (1)</td>
</tr>
<tr>
<td>Increase Unrestricted Funding - Future Community Development Programs</td>
<td>Increase Funding for Affordable Housing Initiatives</td>
<td>Increase funding for affordable housing initiatives (CDFI Loan Program)</td>
<td>Housing Initiatives FTE (1)</td>
<td>Redevelopment Initiatives FTE (1)</td>
<td>Increase funding for Affordable Housing Initiatives</td>
</tr>
<tr>
<td>Increase Funding for Affordable Housing Initiatives</td>
<td>Downtown Retail Market Study</td>
<td>Increase Funding for Placemaking/Tactical Urbanism &amp; Public Art</td>
<td>Increase funding for Affordable Housing Initiatives</td>
<td>New Downtown Event Programming</td>
<td>Redevelopment Initiatives FTE (1)</td>
</tr>
<tr>
<td>Redevelopment Initiatives FTE (1)</td>
<td>Downtown Branding &amp; Marketing Plan</td>
<td>Redevelopment Initiatives FTE (1)</td>
<td>Implement Branding &amp; Marketing Plan</td>
<td>New Downtown Event Programming</td>
<td></td>
</tr>
<tr>
<td>Fund &amp; Implement Main Street Pedestrian Pilot Program</td>
<td>Create &amp; Implement Downtown Funding Tool</td>
<td>Fund &amp; Implement Main Street Pedestrian Pilot Program</td>
<td>Implement Downtown Assessment - Short/Mid-Term Strategies</td>
<td>Downtown Branding &amp; Marketing Plan</td>
<td></td>
</tr>
<tr>
<td>Increase Funding for Facade Improvement Programs</td>
<td>Fund New Parking Strategies</td>
<td>Increase Funding for Facade Improvement Programs</td>
<td></td>
<td>Implement Downtown Assessment - Short/Mid-Term Strategies</td>
<td></td>
</tr>
<tr>
<td>Increase # of Placemaking Events / Establish Mural Program</td>
<td>Implement Downtown Assessment - Short/Mid-Term Strategies</td>
<td>Increase # of Placemaking Events / Establish Mural Program</td>
<td></td>
<td>Increase Funding for Placemaking/Tactical Urbanism &amp; Public Art</td>
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</tbody>
</table>
## Updated FY24-26 Future in Focus Requests
**Department:** Housing & Redevelopment

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<tr>
<th>Year 3 Original</th>
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</thead>
<tbody>
<tr>
<td>Texas Downtown Association (TDA) - Downtown Assessment</td>
<td></td>
<td>Texas Downtown Association (TDA) - Downtown Assessment</td>
<td></td>
<td>Create &amp; Implement Downtown Funding Tool</td>
<td></td>
</tr>
<tr>
<td>Complete Parking Study</td>
<td></td>
<td>Complete Parking Study</td>
<td></td>
<td>Fund New Parking Strategies</td>
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</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
- Move originally requested Housing Initiative FTE from Year 3 to Year 4 as need for position has not materialized due to delay in 1st FTE hire.
- Due to delay of Redevelopment Coordinator hiring, Year 2 initiatives to prepare for Year 3 proposals will be extended into Year 3 Workplan.
- Moving originally requested Redevelopment FTE from Year 3 to Year 4, as need for position has not materialized due to delay in 1st Redevelopment FTE hire. Moving originally requested funding of Main Street Pilot, increase of facade improvement program funding, increase in placemaking and/or mural program, Texas Downtown Association Downtown Assessment, and Parking Study to Year 4.
- Requesting a Downtown Retail Market Study for Year 3 as internal staff strategy to complete has been delayed. Utilizing outside services to complete will bring overall initiative back on track.

Year 4 Requests:
- Adjusting Year 4 requests to combine Year 3&4 and Year 4&5 to catch up on initiative delay experienced.
- Moving Housing Initiative FTE to Year 5, as Year 3 FTE request moved to Year 4.
- Moving year 4 Proposals to adjust year 3 adjustments: Creation and Implementation of Downtown Funding Tool to Year, Funding of New Parking Strategies, Implementation of Downtown Assessment short/mid-term strategies, developing a downtown branding & Marketing plan.
- Forecasting need to increase unrestricted funding for future Community Development programs due to salary increases impacting current service levels on HUD Grants & need for flexibility within administering current and future programs.

Year 5 Requests:
- Removing Downtown Branding & Marketing Plan Implementation due to moving Year 4 creation creation of plan into Year 5. Will start implementation in Next 5 year Cycle.
- Combining Year 4 & 5 implementation of Short & Mid-Term Strategies from Downtown Assessment
- Forecasting success of placemaking and/or downtown public art programming and requesting increase in funding to programs.

Changes reviewed by CMO: [Signature]
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</thead>
<tbody>
<tr>
<td>Risk Management Specialist (1)</td>
<td>Payroll P/T (1)</td>
<td>Talent Development Coordinator (1)</td>
<td>Talent Development Coordinator (1)</td>
<td>Compensation Analyst (1)</td>
<td>Data Analyst (1)</td>
</tr>
<tr>
<td>Office Supervisor (1)</td>
<td>Insurance (Property, Excess, Medical, Retiree Benefits)</td>
<td>Reclass Sr. Learning &amp; Dev Partner to Organizational Development Manager</td>
<td>Insurance (Property, Excess, Medical)</td>
<td>Insurance (Property, Excess, Medical)</td>
<td>Recruitment &amp; Retention Initiatives</td>
</tr>
<tr>
<td>Expanded Clinic Operations</td>
<td>Expansion of employee benefits program</td>
<td></td>
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<td>Personnel Policy Review</td>
</tr>
<tr>
<td>Class &amp; Comp Study</td>
<td>Recruitment &amp; Retention Initiatives</td>
<td></td>
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<td>Employee Benefits Evaluation</td>
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<td>Recruitment &amp; Retention Initiatives</td>
<td>Safety Program Implementation</td>
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<td>Dependent Audit</td>
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<tr>
<td>Expansion of D&amp;I program</td>
<td>Workers' Compensation Provider Network</td>
<td></td>
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<td>Organizational Development GAP analysis</td>
</tr>
</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

Office Supervisor - As the city grows, the needs within HR continue to expand to maintain service levels to the city. The addition of an Office Supervisor allows for front desk operations to be streamlined while allowing for additional duties that are currently housed at the front desk to be more effectively completed in a secure environment while relieving other staff by providing additional support.

PT Payroll Clerk - When the current Payroll Administrator retires, would allow for the city to maintain institutional knowledge while continuing to train and develop the new Payroll Administrator. This will also allow for further support of the payroll environment in the current HRIS.

Year 4 Requests:

Reclass the Current Senior Learning & Development Partner to Organizational Development Manager and adding a Talent Development Coordinator - With learning and development being a top priority for management and employees, this will allow for the organizational strategy and initiatives to be centrally located. Additionally this will allow for the ability to measure and create new initiatives to further develop employees in their jobs and career pathways.

Year 5 Requests:

Data Analyst - With the growing amount of data housed within HR, there is developing a need for a dedicated individual to review and identify trends so that future strategies and programs can be implemented.

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<tbody>
<tr>
<td>Citywide Telephony System Replacement</td>
<td>Remediation from Year 3 Cybersecurity Assessment</td>
<td>Citywide Project Management Solution</td>
<td>External Cybersecurity Assessment / Penetration Testing</td>
<td>Network Infrastructure Refresh: Phase 2</td>
<td>Network Infrastructure Refresh: Phase 2</td>
</tr>
<tr>
<td>External Cybersecurity Assessment / Penetration Testing</td>
<td></td>
<td>Jail Control System Replacement</td>
<td>Network Infrastructure Refresh: Phase 1</td>
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<td>Managed Print Services</td>
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<td>Contract Management System</td>
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</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
1) New Position - IT Infrastructure Engineer: Address Single Point of Failure and coming citywide fiber project 2) Citywide Telephony System Replacement: Address 15-year old phone system approaching end-of-life/support 3) External Cybersecurity Assessment / Penetration Testing: Audit existing environment, find vulnerabilities and weaknesses, create remediation plan 4) Contract Management System: Address lack of citywide contract management system to track contracts 5) Jail Control System Replacement: Address 20+ year old jail control system that has become increasingly difficult to support and maintain.

Year 4 Requests:
1) New Position: Business Analyst: Holdover from FY13-17 Strategic Plan, intended to augment IT Project Manager on front end of Call for Projects to assist with scoping, identifying similar business needs and solutions across departments 2) Buildout of Citywide Fiber Network: From 2021 Bond Election, complete deployment of city-owned fiber to all city facilities 3) Remediation from Year 3 Cybersecurity Assessment: Execute Remediation Plan from Year 3 Assessment 4) Citywide Project Management Solution: Identify a cost-efficient project management software that can be used citywide 5) Managed Print Services: Identify and implement a new managed print services provider 6) Network Infrastructure Refresh: Phase 1

Year 5 Requests:
1) New Position: Part-Time Administrative Assistant: Long term solution to provide dedicated backup for IT Budget Specialist 2) Telecommunication Cost Assessment: Hire consultant to conduct an assessment of wired and wireless telecommunication services to identify cost savings 3) External Cybersecurity Assessment / Penetration Testing: Continue ongoing bi-annual assessment that started in Year 3 4) Network Infrastructure Refresh: Phase 2: Replace network devices approaching end-of-life/support.
## Updated FY24-26 Future in Focus Requests

**Department:** Inspections

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<tr>
<td>Senior Health Inspector</td>
<td>Senior Health Inspector</td>
<td>Implement the use of Kiosks for permitting</td>
<td></td>
<td>Cross-Training Field Inspectors (move from single trade to Multi-Trade Inspector)</td>
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</table>
Updated FY24-26 Future in Focus Requests
Department: Inspections

Please provide a brief justification for your updated requests:

Year 3 Requests:


Year 4 Requests:
Implement the use of kiosks to increase efficiency, increase visitor satisfaction, decrease lobby traffic, and provide a mobile-friendly option. When citizens are happier, the employees assisting them are, as well. Visitors can be assisted in a timely and orderly manner. Make the citizen's experience efficient and effective. Citizens can easily schedule a meeting online through a secure and safe mobile-friendly website.

Year 5 Requests:
The field inspections team will focus on completing the cross-training and licensing inspectors process for transitioning from specialized (single-focused) inspectors to Combination inspectors.

Changes reviewed by CMO:
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<tr>
<td>Install 24-hour Library Kiosks in the Community</td>
<td>Install 24-hour Library Kiosks in the Community</td>
<td>Strategic Plan 2022-2025 Initiatives</td>
<td>Strategic Plan 2022-2025 Initiatives</td>
<td>New Library Location Planning</td>
<td>New Library Location Planning</td>
</tr>
<tr>
<td>Reclass PT Grant Writer to FT</td>
<td>New Shelving &amp; Furniture - South Irving Library</td>
<td>Requesting PT Administrative Assistant</td>
<td></td>
<td>New Integrated Library System to Replace Polaris</td>
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<tr>
<td>New Shelving &amp; Furniture - South Irving Library</td>
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<tr>
<td>New Integrated Library System to Replace Polaris</td>
<td>Strategic Plan 2022-2025 Initiatives</td>
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<tr>
<td>Strategic Plan 2022-2025 Initiatives</td>
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</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

Pandemic-era vehicle supply chain disruptions have caused a delay with receipt of the Library's MIYGO outreach van. The Library's PT Grant Writer functions as a member of the Library's Outreach Team and additional duties would include driving MIYGO van, however, due to the delay with vehicle delivery there is no need to expand this role at this time. When van is received, driving and outreach responsibilities can be shared among members of the Outreach Team and other Library staff. Greater need has been seen for the addition of a PT Library Administrative Specialist to assist with duties that had been disseminated between the Library's Senior Administrative Specialist, Administrative Specialist, and Management Analyst.

Year 4 Requests:

n/a

Year 5 Requests:

New Integrated Library System to Replace Polaris: Moved this item from year 3 to year 5 because of renewed Polaris contract for additional two years due to contract expiration date and to allow time to research new integrated library system and open for bids.

Changes reviewed by CMO: ___________________________
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<th>Year 5 Original</th>
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<tbody>
<tr>
<td>Update Building’s Night-Drop Area</td>
<td>Removed. This project absorbed by the ADA required building updates.</td>
<td>Evaluate Court Software</td>
<td>Continue as planned.</td>
<td>Update Court Security Plan</td>
<td>This item moved to Y2 (FY23) due to change in membership of the Court Security Committee.</td>
</tr>
<tr>
<td>Court Recording Equipment: Courtroom 2</td>
<td>Continue as planned.</td>
<td>Court Security Enhancements, Y5</td>
<td>Plan revised during FY23. Therefore, Y2 of Court Security Enhancements</td>
<td></td>
<td>Establish implementation plan determined by prior FY court software evaluation.</td>
</tr>
<tr>
<td>Courtroom 3 Conversion: Virtual Court</td>
<td>Moved to Year 4.</td>
<td></td>
<td></td>
<td>Courtroom 3 Conversion: Virtual Court/Flex Spacing</td>
<td>Court Security Enhancements, Y3</td>
</tr>
<tr>
<td>Court Security Enhancements, Y4</td>
<td>Plan revised during FY23. Therefore, Y1 of Court Security Enhancements</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Supplemental </td>
<td>Installation of Uninterrupted Power Supply (UPS) to support Court operation continuity.</td>
<td></td>
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</tr>
<tr>
<td>Supplemental </td>
<td>Additional FTE: Municipal Court Judge</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Supplemental </td>
<td>Addition of Non-Police Departmental Vehicle</td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
- Due to change in membership and the creation of the Municipal Court's strategic plan (FY 24-29), the Court Security Committee has proposed revisions to the previously adopted Court Security Plan to ensure alignment. Therefore, what was previously planned as a FIF-Y5 initiative has been expedited to FIF-Y2 to provide a Court Security Plan effective FY 24-29. FIF-Y3 will coincide with the Court Security Plan-Y1, which includes building updates/office creations to allow for more security options during duress events.
- As identified by Building Services and IT, the UPS installation will ensure hardware system continuity during planned and unplanned outages.

Year 4 Requests:
- The Court Security Plan-Y2 items will be established by the end of FY23. *Any initiatives identified through the Court Security Committee will include a designated funding source (Court Building Security Fund).
- As needs evolve, we'd like to revise the original conversion plan to incorporate a more flexible working space for Court 3. While the primary focus will remain making it a virtual environment, we'll also ensure the ability for multi-purpose use in the future.

Year 5 Requests:
- Based on the outcome of our software evaluation project, we may either request to transition to a different court management software or undergo a version update with our current vendor. Both options will require a significant amount of resources to be allocated. *Dedicated funding source available for necessary financial resources (Court Technology Fund).
- The Court Security Plan-Y3 items will be established by the end of FY23. *Any initiatives identified through the Court Security Committee will include a designated funding source (Court Building Security Fund).
## Updated FY24-26 Future in Focus Requests

**Department:** Parks & Recreation

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<thead>
<tr>
<th></th>
<th>FY24 Year 3 Original</th>
<th>FY24 Year 3 Update</th>
<th>FY25 Year 4 Original</th>
<th>FY25 Year 4 Update</th>
<th>FY26 Year 5 Original</th>
<th>FY26 Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance Coordinator - Urban Center &amp; Williams Square (1)</td>
<td>Facility Maintenance Technician - Urban Center &amp; Williams Square</td>
<td>Additional Maintenance Crew w/ Completion of Campion Trails</td>
<td>Additional Maintenance Crew w/ completion of Campion Trails</td>
<td>Crew Leader - Irrigator Position (Pushed from FY23)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Add Irrigators</td>
<td>Crew Leader - Irrigator Position</td>
<td>Marketing/Social Media Coordinator</td>
<td>Marketing/Social Media Coordinator Position</td>
<td>Crew Leader - Horticulture Position (Pushed from FY23)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Complete Rec Center Feasibility Study</td>
<td>Complete Aquatic and Recreation Center Feasibility Study</td>
<td>Expand In-House Swim Programs</td>
<td></td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:
- Expand in-house swim programs - Our swim instruction classes are always full and consistently have long waiting lists. We're requesting (8) additional year-round PT lifeguards in order to expand our swim instruction classes to meet demand, as well as to expand other swim programs and increase operating hours to accommodate more open swim time. Revenue generated by swim instruction classes is sufficient to cover the cost of the new lifeguards. A supporting chart is attached to the Budget Package for this request.

Year 4 Requests:

Year 5 Requests:
- Crew Leader/Irrigation - Additional personnel are required to properly maintain 300+ irrigation systems (3,000+ valves and 41,000+ heads) within city parks and medians and assist with increasing inter-departmental requests. Requesting (1) position in FY24 and a 2nd in FY26 (first requested for FY23.)
- Crew Leader/Horticulture Position - The horticulture team hasn’t grown in 20 years, while the amount of grounds maintained has grown exponentially. They have taken on an additional 232,000 square feet of beds and the amount of annuals and perennials they are growing has increased accordingly. This team truly needs an additional member to assist and provide field leadership. Originally planned to request in FY23, but pushed to FY26.

Changes reviewed by CMO:
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<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning Plans Examiner (1)</td>
<td>Zoning Plans Examiner (1)</td>
<td>Land Use and ROI Fiscal Analysis Services</td>
<td>Postpone to future year pending other priorities</td>
<td>Incorporate Needs of Aging Population - Join AARP Livable Communities</td>
<td>Not ready: Postpone</td>
</tr>
<tr>
<td>Create Intern program (1)</td>
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<tr>
<td>Additional Staff memberships and training</td>
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</tbody>
</table>

Department: Planning
Please provide a brief justification for your updated requests:

Year 3 Requests:
Create internship program to help train upcoming college graduates and the future workforce
Allow for staff growth through training and memberships in professional organizations

Year 4 Requests:
None

Year 5 Requests:
Add a second zoning plans examiner to expand ability to incorporate zoning review into the building permit and CO process, including possible site visits and inspections. This second position also provides the backup capabilities necessary to ensure continuous coverage of duties.

Changes reviewed by CMO: [Signature]
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
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<tbody>
<tr>
<td>Public Safety Officer (2)</td>
<td>Public Safety Officer (2)</td>
<td>Public Safety Officer (2)</td>
<td>Public Safety Officer (2)</td>
<td>Public Safety Officer (1)</td>
<td>Public Safety Officer (1)</td>
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<tr>
<td>Animal Care Technician (1)</td>
<td>Animal Care Technician (1)</td>
<td>Animal Care Technician (1)</td>
<td>Animal Care Technician (1)</td>
<td>Animal Care Technician (1)</td>
<td>Animal Care Technician (1)</td>
</tr>
<tr>
<td>Crime Analyst (2)</td>
<td>Public Information Manager (1) - New Position</td>
<td>Mental Health Clinician (1)</td>
<td>Mental Health Clinician (1)</td>
<td>Mental Health Clinician (1)</td>
<td>Mental Health Clinician (1)</td>
</tr>
<tr>
<td>Civilian Computer Forensic Specialist (1)</td>
<td>Detention Manager - Reclassification of Detention Supervisor</td>
<td>Records Clerk (1)</td>
<td>Records Clerk (1)</td>
<td>Crime Analyst (2)</td>
<td>Crime Analyst (3) - One moved from year 3</td>
</tr>
<tr>
<td>Dispatcher (2)</td>
<td>Property and Evidence Manager - New Position</td>
<td>Crime Analyst (2)</td>
<td>Crime Analyst (3) - One moved from Year 3</td>
<td>Jail Manager (1)</td>
<td>Dispatcher (2) - Moved from Year 3</td>
</tr>
<tr>
<td>Youth Services Clinician (1)</td>
<td>Youth Services Clinician (1) - Juvenile Services</td>
<td>RMS/JMS Support Specialist (1)</td>
<td>RMS/JMS Support Specialist (1)</td>
<td>Media Affairs Coordinator (1)</td>
<td>GIS Specialist - Emergency Management</td>
</tr>
<tr>
<td>Police Sergeant - SRO (1)</td>
<td>Police Sergeant - K9 (1)</td>
<td>Dispatcher (2)</td>
<td>Dispatcher (2)</td>
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<td></td>
</tr>
</tbody>
</table>

Updated FY24-26 Future in Focus Requests
Department: Police
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 4 Original</th>
<th>Year 5 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Update</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Services Manager - New</td>
<td>Youth Services Clinician (1)</td>
<td>Youth Services Clinician (1)</td>
<td>Trauma Counselor II</td>
<td>Counseling Services Manager (1)</td>
<td></td>
</tr>
<tr>
<td>position</td>
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</tr>
<tr>
<td>Trauma Counselor II</td>
<td>Counseling Services Manager (1)</td>
<td></td>
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<td></td>
<td>Police Lieutenant (1)</td>
<td>Police Lieutenant (1)</td>
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<tr>
<td></td>
<td>Police Sergeant (1)</td>
<td>Police Sergeant (2)</td>
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<tr>
<td></td>
<td></td>
<td>Civilian Computer Forensic Specialist (1)</td>
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</tbody>
</table>

Department: Police Cont.
Please provide a brief justification for your updated requests:

**Year 3 Requests:**
- No longer requesting the Animal Services Trap & Release Program Manager.
- Shifting requests for Crime Analyst (2), Civilian Computer Forensic Specialist (1), Dispatcher (2) to years four and five to assist in meeting the City Manager's goal of focusing on Retention and Recruitment for this budget year.
- Detention Manager was originally forecast for year 5. However, need for attention in this area is a current priority.
- The Property & Evidence Manager, Business Services Manager, Business Services Coordinator and Trauma Counselor II are new positions or reclassifications to address current needs related to staffing changes and improved operational efficiencies.

**Year 4 Requests:**
- Adding a Sgt. in year 4 (total of 2 requested) for special section oversight. The added Sgt. was pushed from the current fiscal year (FY22/23).

**Year 5 Requests:**
- No longer requesting the Media Affairs Coordinator.
- Adding a Sgt. in year 5 (total of 2 requested) for special section oversight. The added Sgt. was pushed from the current fiscal year (FY22/23).
- Adding a GIS Specialist to the Office of Emergency Management.

CMO Approval: [Signature]
### Updated FY24-26 Future in Focus Requests
**Department: Traffic & Transportation**

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asphalt Crew Phase 1 (12)</td>
<td>Concrete Crew (5)</td>
<td>Asphalt Crew Phase 2 (10)</td>
<td>Asphalt Crew Phase 1 (12)</td>
<td>Sign Technician (2)</td>
<td>Asphalt Crew Phase 2 (10)</td>
</tr>
<tr>
<td>Reclassification to Senior Traffic Engineer</td>
<td></td>
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<td></td>
<td>Pothole Crew (2) &amp; Equipment</td>
<td>Senior Management Analyst</td>
</tr>
</tbody>
</table>

...
Updated FY24-26 Future in Focus Requests  
Department: Traffic & Transportation

Please provide a brief justification for your updated requests:

Year 3 Requests:
Due to an increase in grand funding allocations, energy projects, environmental projects and contracts this position is needed to assist the Public Works Team. This position will also assist in representing the Assistant City Manager and Project Manager at a variety of public works related boards and organizations. This position will also assist in transportation and infrastructure related projects, procurements and coordination of public policy events. This position will report to the Project Manager.

Year 4 Requests:
NA

Year 5 Requests:
NA
### Updated FY24-26 Future in Focus Requests

**Department:** Solid Waste Services

<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
<th>Year 4 Original</th>
<th>Year 4 Update</th>
<th>Year 5 Original</th>
<th>Year 5 Update</th>
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</thead>
<tbody>
<tr>
<td>New Disposal Cells in Middle/ West Tracts) &amp; Drainage Improvements</td>
<td>Design will be delivered to staff during April 2022. Plan to bid and award construction contract after bond funds have been received. Funds should be received around June July 2022. Drainage Improvements will possibly be done in-house.</td>
<td>Complete Delayed Projects</td>
<td>Complete Delayed Projects</td>
<td>Implement Year 4 Projects</td>
<td>Implement Year 4 Projects</td>
</tr>
<tr>
<td>Implement Service Delivery Model Recommendation</td>
<td>Model recommendation will be delivered during May 2023 Budget Retreat.</td>
<td>Perform Landfill &amp; Collections Needs Assessment</td>
<td>Perform Landfill &amp; Collections Needs Assessment</td>
<td>Implement Service Delivery Model Recommendation</td>
<td>Implement Service Delivery Model Recommendation</td>
</tr>
<tr>
<td>Citizen Convenience Center. Will bid out in late May or early June. Construction would start around August/ September.</td>
<td>Implement Service Delivery Model Recommendation</td>
<td>Implement Service Delivery Model Recommendation</td>
<td>Implement Service Delivery Model Recommendation</td>
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<tr>
<td>Fleet Maintenance Building. Will bid out in late May or early June. Construction would start around August/ September.</td>
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</table>
Updated FY24-26 Future in Focus Requests
Department: Solid Waste Services

Please provide a brief justification for your updated requests:

Year 3 Requests:
The Citizens Convenience Center and Fleet Maintenance Shop was supposed to be start in Year 2 but plans had to be altered due to increased need of fire suppression and access.

Year 4 Requests:
We are not requesting anything new.

Year 5 Requests:
We are not requesting anything new.

Changes reviewed by CM: [Signature]
<table>
<thead>
<tr>
<th>Year 3 Original</th>
<th>Year 3 Update</th>
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<th>Year 5 Original</th>
<th>Year 5 Update</th>
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</thead>
<tbody>
<tr>
<td>Water Conservation Coordinator (1)</td>
<td>New - EC Specialist for Industrial Pre-Treatment (1)</td>
<td>Leak Detection Technician (1)</td>
<td>Leak Detection Technician</td>
<td>Technician (1)</td>
<td>EC Tech for water sampling and flushing</td>
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<tr>
<td>Technician (1)</td>
<td>New - Administrative Assistant (front desk) (1)</td>
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<td>New - Customer Service</td>
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<td>Representative</td>
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<tr>
<td>Customer Service Representative (1)</td>
<td>Reclass Utility Service Tech to Utility Inspector/ Crew Leader (1)</td>
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<td>Reclass Utility Maintenance Crew Leader to Utility Inspector/ Crew Leader (1)</td>
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<td>Reclass GIS Lead Analyst to GIS Manager (1)</td>
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<td>Reclass Technology Manager to Sr. Utility Technology Manager (1)</td>
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<td></td>
<td>Reclass Water Programs Specialist to Water Training Coordinator (1)</td>
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<tr>
<td>Reclass Admin Specialist to Sr. Admin Specialist (1)</td>
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<tr>
<td>Reclass Administrative Assistant to Administrative Specialist (1)</td>
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<tr>
<td>Reclass Utility Service Technician I/II to Utility Technician</td>
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<tr>
<td>Reclass Utility Maintenance Worker I/II to Utility Technician</td>
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<tr>
<td>Reclass Utility Service Tech to Environmental Service Tech (3)</td>
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<tr>
<td>Reclass Utility Maintenance Intern to Utilities Intern (2)</td>
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</tbody>
</table>
Please provide a brief justification for your updated requests:

Year 3 Requests:

An EC Spec for Industrial Pretreatment is needed to oversee an increase of permitted industries. Replaced Customer Service Representative with Front Desk Receptionist for VVMC due to increase of foot traffic into facility and to route customer calls. Reclass Utility Service Tech to Utility Insp/Crew Leader to lead the service techs to repair ¾"-2" water meters. Reclass Utility Maint Crew Leader to Utility Insp/Crew Leader responsibilities of the position are the same as the Utility Insp/Crew Leader. Reclass GIS Lead Analyst to GIS Mgr to allow the functional supervisor of the Enterprise GIS Division. Reclass Tech Mgr to Sr. Utility Tech Mgr due to nine direct reports and streamlines support hierarchy.

Year 4 Requests:

Inserted Customer Service Representative from year 3 request; no change to Leak Detection technicianReclass Water Programs Specialist to Utility Training Coordinator due to TCEQ licensing and broader organizational training responsibilities needed.

Year 5 Requests:

No change
Please provide a brief justification for your updated requests:

Year 3 Requests:

Reclassify Admin Assistant to Admin Specialist due to increased staff and duties are the same as the other Admin Spec. Reclass Admin Specialist to Sr. Admin Specialist due to increased workload of providing service to Administration, Pumping and LC. Reclass Utility Maintenance Workers (UMW) I/II and Utility Service Technicians (UST) I/II to Utility Technician due to continually moving positions from I to II and allows management to train and develop additional skills without moving staff from UMW to UST and vice versa. Reclass Utility Service Tech to Environmental Service Tech to align skills, licensing, and training as well as the basis for cross-training across other compliance functions. This equips the department for succession to higher level compliance jobs required by federal, state and local authorities. Reclass Utility Maintenance Intern to Utilities Intern due to work that is more closely associated with UMW.

Year 4 Requests:


Year 5 Requests:


Changes reviewed by CMO:
WHO PAYS FOR GROWTH?

WITH IMPACT FEES
New development/re-development shares in the responsibility of the costs for new infrastructure that wouldn’t otherwise be needed
May include construction or payment of fees

NO IMPACT FEES
Existing and future rate/tax payers continue to finance all new infrastructure
Funded through COs, bonds, cash
What is an Impact Fee?

• One time fee for funding the infrastructure necessary to **specifically accommodate new development or re-development**.

• *Philosophical Approach*: Growth in the form of new development should help pay its own way. “Growth Pays for Growth”

• Systematic and structured approach to assessment of fees over negotiated ad-hoc agreements

• Program rooted in Ch. 395 Texas Local Govt. Code

• Fee **proportional to development impact on infrastructure system** (Chapter 212.904 TLGC)

---

**ADVANTAGES**

- Allowable by state law; alleviates burden on existing rate/tax payers for new facilities, or new infrastructure, to be used for serving new growth.
- Allows **recoupment of project costs** already constructed which contains oversized or excess capacity.
- Allows for implementation of key system improvements over piece-meal approach.
- Provides up front knowledge of the exact fee to be imposed.
- Fairly charges based on **system impacts**.
- Establishes **rough proportionality**.
- Allows for pooling of funds.
- Allows for developer credits.

**Capital Costs paid for by Impact Fees:**

- Construction
- Surveying
- Engineering
- ROW
- Debt Service
What do Impact Fees NOT Pay for?

- Upgrading, updating, expanding, or replacing existing capital improvements **that serve existing development** (where there is no new development)
- Repair, **operation, or maintenance** of existing or new facilities
- Cost of projects that are **not included** in the Impact Fee Capital Improvement Plan
- Administrative and operating costs of the impact fee program
- Debt service for projects that are **not included** in the Impact Fee Capital Improvement Plan

Conducting a Cost Analysis

The Impact Fee Study reviews the **affects of development** on city systems:

- Includes the **value** of Capital Improvement projects:
  - Recently constructed projects with excess future capacity
  - Projects under construction with excess future capacity
  - Future identified projects that will be needed to serve growth
- Calculates costs **directly caused by growth** in demand for services
- Includes expenditures for construction, engineering, bridges, signals, land acquisition, easements
- Uses **land use assumptions** to forecast growth by service unit
Water

General costs of the system:
- Lake Chapman maintenance
- Transmission
- City of Dallas treatment
- Storage
- Pump/Lift Station Capacity
- Line Maintenance
- Line Capacity
- Metering

Future costs:
- Replacement/upsizing of various system facilities based on impact by residential and nonresidential development
- Possible acquisition of future additional water sources
- Cost estimate based on service unit by use
- Modeling can estimate impact of growth on system capacity

Example Water Service Unit By Meter Size

<table>
<thead>
<tr>
<th>Meter Size</th>
<th>Maximum Flow Rate for Continuous Duty (gpm)</th>
<th>Living Unit Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8&quot;</td>
<td>10</td>
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<tr>
<td>1&quot;</td>
<td>25</td>
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<td>1 1/2&quot;</td>
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<td>8&quot;</td>
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<tr>
<td>10&quot;</td>
<td>3,500</td>
<td>350.0</td>
</tr>
</tbody>
</table>

City of Irving, Texas
Wastewater/Sewer

General costs of the system:
- Line maintenance
- Line capacity
- Lift stations
- Sewer interceptors
- Trunk lines to TRA treatment facility
- TRA treatment

Future costs:
- Replacement/upsizing of various system facilities based on impact by residential and nonresidential development
- Cost estimate based on service unit by use
- Modeling can estimate impact of growth on system capacity

City of Irving, Texas

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Roadways/Transportation

General costs of the system:
- Pavement maintenance and reconstruction
- Signals
- Signage
- Expansions to accommodate growth

Future costs:
- Addition of lanes to existing streets to accommodate additional demand and capacity
- Based on defined, accepted level of service
- Estimated cost is per service unit by use

City of Irving, Texas
Rough Proportionality

- Impact Fee study will analyze the cost on the systems based on land use and service unit (house, apartment unit, store, etc.).
- Costs paid by the developer (via fees or for construction) must be proportional to the impact of the new users on the system
- Developer expected to pay for costs directly related to the development causing the need: increased water/sewer/drainage line sizes, add lanes or turn lanes to streets, etc.

City of Irving, Texas

Storm Water/Drainage

- Impervious cover (buildings, sidewalks, parking lots) increases the speed, quantity and quality of runoff
- Defined by individual drainage areas by creek
- General costs of the system:
  - Maintenance/clean out of drainage ways
  - Reconstruction and widening to reduce flooding

Future costs:
- Necessary improvements related to amount of impervious cover added
- Increase removal of storm water; reduce potential flooding
- Prepare areas for future development opportunities

City of Irving, Texas
Schedule

Completed:

- Thursday November 17  Meeting #1  topics: Impact Fee 101
- Tuesday January 10, 2023  Meeting #2  topic: land use assumptions

Upcoming:

- Tuesday June 13  Meeting #3  topic: capital improvement programs for water/wastewater, transportation, drainage
- Thursday August 3  Public Hearing #1 at City Council meeting
- Tuesday September 12  Meeting #4  topic: maximum allowable impact fees
- Thursday October 12  Public Hearing #2 at City Council meeting
- Thursday October 26  Adoption of Ordinance by City Council (if fees are preferred)

City of Irving, Texas
Water Distribution Planning

• 2020 Water Distribution Master Plan
  – $435K, completed in 2020 (about 1.5 to 2 yrs to complete)
  – **Primary focus**: planning for growth although pipe age and some pipe condition data is considered
  – Gather latest population and employment projections and distribute
  – Collection of meter and billing data and distribution by zones/areas
  – Calculate peak hour and peak day flows during future years
  – **Focus on 12” and larger pipes along with pump stations and tanks**
  – Hydraulic modeling, calibration against operating data, analysis, development of future projects and projected costs
  – Create lists, maps, and costs of highest priority projects

Wastewater Collection System Planning

• 2017 Wastewater Collection System Master Plan
  – $790K, completed in 2017 (about 2 to 2.5 yrs to complete)
  – **Primary focus**: planning for growth although pipe age and some pipe condition data is considered
  – Gather latest population and employment projections and distribute
  – Collection of water meter and billing data and distribution by zones/areas
  – **Installation of temporary flow metering and rain gauges on largest pipes to calibrate the hydraulic model under dry and wet weather flow conditions**
  – **Focus on 12” and larger pipes along with sewer pump/lift stations**
  – Hydraulic modeling, calibration against operating data, analysis, development of future projects and projected costs
  – Create lists, maps, and costs of highest priority projects
Wastewater Master Plan

- Wastewater basins are delineated by different colors
- **Most of the existing collection system capacity is adequate for new development**
- Areas with capacity concerns:
  - Hackberry Creek Basin
  - University of Dallas Basin (old stadium area)
  - Lower end of Delaware Creek
- Sanitary sewer overflows (SSOs) have been slightly decreasing system-wide so there has been nothing to create customer or regulatory alarms

Hackberry Creek Wastewater Basin

Current Focus Area (About $46M)
- Hackberry/Cottonwood Sewer Replacement
- Urban Center Lift Station
- Future University Hills Sewer Replacement
Water Distribution Master Plan

- Service areas are defined by pressure planes and are shown in different colors
- **Most of the existing water distribution system capacity is adequate for new development**
- Areas with capacity concerns:
  - Stadium redevelopment areas
- Various projects identified to show pipes that could improve system resiliency, flow and/or pressure
- Pump Stations could be expanded depending on growth needs
- Elevated Storage may need to be increased as connections exceed TCEQ minimums for existing storage
Development Reviews

- Consider impact of development on water utilities
  - Can we access and maintain our system?
  - What new water demand and sewer flow will be generated?
  - Does the existing system have adequate capacity?
    - Water
      - Water pressure, fire flow, peak domestic flow?
      - Adequate water storage?
    - Wastewater
      - Nearby and downstream capacity?
      - Will it create new backups, discharges (SSOs) or impact future projects downstream?

City of Irving, Texas

Development Reviews

- Recent history
  - About five projects have been flagged over the past year as needing further analysis to evaluate system capacity and need for improvements
  - Developers are referred to Freese & Nichols so that new development requirements can be input into existing hydraulic models to see if it has a significant impact
- Example
  - Hines paid for a study to evaluate water storage needs for potential residential development at Beltline and Hwy 114 (Parkside, Bridges)
  - Study results required the construction of the Royal Ridge Elevated Storage Tank to meet TCEQ water storage requirements

City of Irving, Texas
Water and Wastewater Planning Summary

- Both the Water Distribution and Wastewater Collection Systems are in relatively good shape and serve Irving’s customers well
- Irving maintains about 1500 miles of pipe and many facilities so there will always be needs (maintenance, growth, resilience, etc.)
- Water Distribution and Wastewater Collection Master Plans are our primary tools to evaluate new development
- Continued growth will require additional system capacity improvements
- Master Plan updates typically occur on a 7 to 10 year cycle
- Additional studies could be required as planning, zoning and densities change

City of Irving, Texas

Questions/Discussion?

CityofIrving.org

@TheCityofIrving

City of Irving, Texas

FISCAL YEAR 2023-24