

**AGENDA**  
**Irving City Council Regular Meeting**  
**Thursday, February 8, 2024 at 7:00 PM**  
**City Hall, First Floor, Council Chambers**  
**825 West Irving Boulevard, Irving, TX 75060**

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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](mailto:councilpubpres@cityofirving.org).

Organizational Service Announcements

Invocation

Senior Pastor Dr. Steve Nutter, Community Bible Church

Pledge of Allegiance

Proclamations and Special Recognitions

Citizens' Forum

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

Public Hearing: Items 1 through 30

**CITY COUNCIL AGENDA**

**1 City Operations Update**

**CONSENT AGENDA**

**2 Approving Work Session Minutes for Thursday, January 25, 2024**

**3 Approving Regular Meeting Minutes for Thursday, January 25, 2024**

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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.

**4 Resolution - Approving the Election Services Contract with Dallas County on Behalf of the Dallas County Elections Administrator in an Amount Not to Exceed \$300,000.00 to Administer the Regular Municipal Election for the Purpose of Electing City Council Places Four, (4), Six (6), and Eight (8) and Subsequent Run-Off Election If Necessary, and the Special Bond Election to be Held on Saturday, May 4, 2024**

**Administrative Comments**

1. This item is 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 Dallas County Elections Department contract streamlines the election process, splits costs among all Dallas County entities, including other cities, school districts, community college districts and hospital authorities, and attains to reach the broadest spectrum of Irving voters due to countywide polling places available throughout Dallas County for both Early Voting and Election Day.
3. Dallas County has implemented countywide polling places, also known as Vote Centers during Early Voting and on Election Day. On Election Day, voters may vote at any countywide polling place within Dallas County. Voters are no longer limited to the polling place designated by their precinct.
4. The contract that the City will enter into with Dallas County on behalf of the Dallas County Elections Administrator is in compliance with the Texas Election Code and has been reviewed by the City Secretary's Office and the City Attorney's Office.
5. Council has approved up to \$300,000.00 for the May general and special Charter elections and run-off election, if needed; these funds are available in the General Fund.
6. City of Irving's total contract amount due is subject to increase pending cancellation of various entity elections in Dallas County.

**Recommendation**

The resolution be approved.

**5 Resolution - Approving a Funds Sharing and Fiscal Agency Agreement Between the County of Dallas and the Cities of Dallas, Balch Springs, Carrollton, DeSoto, Duncanville, Garland, Grand Prairie, Irving, Lancaster, Mesquite and Richardson, Authorizing the City of Dallas to Serve as the Fiscal Agent to Administer and Distribute FY2023 Justice Assistance Grant (JAG) Funds through the Edward Byrne Memorial Justice Assistance Grant Program**

**Administrative Comments**

1. This item is recommended by the Police Department. It supports Strategic Objective No. 4.1: Safeguard public safety, security, and health.
2. **Impact:** The Justice Assistance Grant (JAG) program provides funding to support a broad range of activities for the prevention and control of crime based on local needs and conditions.
3. The FY2023 JAG award to the City of Irving is \$60,031.00, less the disparity settlement to Dallas County of \$18,009.30, and an administrative fee of \$2,941.52, bringing the total grant award to the City of Irving at \$39,080.18. No matching funds are required.

**Recommendation**

The resolution be approved.

**6 Resolution - Approving an Interlocal Cooperation Agreement Regarding Public Trail Use Between the City of Irving and The City of Dallas to Allow for the Construction and Maintenance of the Campion Trails Elm Fork Extension Project**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and supports Future in Focus: Sense of Community – Provide exceptional recreational, cultural and educational opportunities.
2. **Impact:** This agreement will allow the Campion Trails Elm Fork Extension Project to be built within the City of Dallas L.B. Houston Nature Trails.
3. **This item was presented to the Transportation and Natural Resources Committee on May 4, 2023 and The Parks and Recreation Advisory Board on April 10, 2023.**
4. The Elm Fork Extension of Campion Trails will make the connection between the 6.5 miles to the south and 8.5 miles in the north.
5. The full project will include a 12' wide, 5.65-mile-long concrete trail and will be

constructed in three phases. Phase I in River Hills Park is at 98% complete and Phase II has been submitted to the USACOE for permitting. The section of Trail within the L.B. Houston Nature Trails will be part of Phase III.

6. This agreement allows the City of Irving to construct and maintain the trail within L.B. Houston Nature Trails.
7. The construction documents and project management for this project will be prepared by Dunaway Associates and managed by in-house staff from the Capital Improvement Program team.

**Recommendation**

The resolution be approved.

**7 Resolution - Approving an Expenditure with Air Conditioning Innovative Solutions, Inc., in the Amount of \$647,703.32 for Replacement of the Cooling Tower at City Hall through the Interlocal Purchasing System (TIPS) Program**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and supports Future in Focus: Infrastructure Investment - Support strategic investment in city facilities.
2. **Impact:** This project will provide for the replacement of the cooling tower at City Hall.
3. The Cooling Tower has exceeded its service life and the replacement of it will provide for more efficient cooling of the City Hall building and will require less maintenance.
4. A Vendor/Member contract between the City of Irving and Air Conditioning Innovative Solutions, Inc. (ACIS), was approved on June 8, 2023, by RES-2023-222. The contract supports utilization of TIPS Contract No. 23010401 for Trades, Labor, and Materials (Non-JOC), which expires on April 30, 2025.
5. Funding for this project, in the amount of \$647,703.32 is available through the City Building Improvement Bond Fund.

**Recommendation**

The resolution be approved.

**8 Resolution - Approving an Expenditure with Facility Solutions Group, Inc., in the Amount of \$93,540.00 for the Installation of a Generator Docking Station at Lively Pointe Recreation Center through the State of Texas Local Government Statewide Purchasing Cooperative Agreement (BuyBoard)**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and supports Future in Focus: Infrastructure Investment – Support strategic investment in city facilities.
2. **Impact:** This project will provide for the installation of a generator docking station at Lively Pointe Recreation Center.
3. The installation of the docking station at Lively Pointe will allow for emergency backup power at the facility, which is used as an emergency shelter when needed as such.
4. A Vendor/Member contract with Facility Solutions Group, Inc., was approved on April 15, 2021, by RES-2021-145. The contract supports utilization of BuyBoard Contract No. 638-21 for Trade Services, which has been renewed through February 29, 2024.
5. Funding in the amount of \$93,540.00 is available in the City Building Improvement Bond Fund.

**Recommendation**

The resolution be approved.

**9 Resolution - Approving an Expenditure with Facility Solutions Group, Inc., in the Amount of \$393,683.00 for the Installation of Generators at the Radio Shop and at the Traffic Operations building through the State of Texas Local Government Statewide Purchasing Cooperative Agreement (BuyBoard)**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and supports Future in Focus: Infrastructure Investment – Support strategic investment in city facilities.
2. **Impact:** This project will provide for the installation of generators at the Radio Shop and at the Traffic Operations building.
3. The generator at the Radio Shop is an old unit that has exceeded its service life and

needs to be replaced. The Traffic Shop will have a generator installed where there was not one previously.

4. A Vendor/Member contract with Facility Solutions Group, Inc., was approved on April 15, 2021, by RES-2021-145. The contract supports utilization of BuyBoard Contract No. 638-21 for Trade Services, which has been renewed through February 29, 2024.
5. Funding in the amount of \$393,683.00 is available in the General Non Bond CIP Fund.

### **Recommendation**

The resolution be approved.

## **10 Resolution - Approving and Accepting the Proposal of CORE Construction Services of Texas, Inc., for Construction Manager at Risk (CMR) for the Construction of the new Fire Station No. 8**

### **Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and the Fire Department. It supports Future in Focus: Infrastructure Investment – Support strategic investment in city facilities.
2. **Impact:** This item will provide for the CMR services for the construction of the new Fire Station No. 8.
3. **This item was presented to the Public Safety Committee on January 25, 2024.**
4. Use of the CMR delivery method will provide a means of shortening the overall project time to construct the new Fire Station. At the same time, the CMR method will provide a value engineered process which will provide the highest overall project quality at the most economical cost to the City.
5. The CMR contract includes a lump sum price of \$20,000.00 for pre-construction phase services to be provided by the awarded contractor and establishes a fee of 4.45% of the Guaranteed Maximum Price (GMP) to be paid to the contractor for serving as CMR for this project. Upon completion of work, any cost savings realized below the GMP amount will be credited to the City.
6. The GMP will be determined jointly by the City, the Architect and the CMR as part of the pre-construction phase services and will be brought to Council for approval at a future Council meeting.
7. CORE Construction Services of Texas, Inc. was selected for award of this contract

as the contractor receiving the highest scores based on staff's evaluation of weighted criteria as published in a Request for Proposals pursuant to the requirements of Section 2269.056(b) of the Texas Government Code and based on interviews of the two (2) firms scoring the highest evaluation of the weighted criteria.

8. Funding in the amount of \$20,000.00 is available within the Fire Station Bond Fund.

### **Recommendation**

The resolution be approved.

## **11 Resolution - Approve a Resolution Setting a Public Hearing on Adoption of Impact Fees for Water, Wastewater, Roadways, and Drainage Improvements**

### **Administrative Comments**

1. This item has been recommended by the Water Utilities, Traffic and Transportation, Capital Improvement Program, and Planning Departments and support Future in Focus: Infrastructure Investment; Support strategic investment in city facilities.
2. The Capital Improvements Advisory Committee (CIAC) received a presentation and reviewed the Land Use Assumptions (LUA) on January 10, 2023, and received a presentation and reviewed the water, wastewater, roads, and storm water Capital Improvements Plans (CIPs) on June 13, 2023. The CIAC voted to recommend approval of the plans as presented on June 13.
3. The first public hearing was held on August 3, 2023, with action by the City Council to adopt the LUAs and CIPs in preparation for the consideration of the final step of calculation of impact fees.
4. The CIAC received a detailed discussion regarding the impact fee calculations on November 7, 2023. The Committee forwarded a recommendation that the City Council adopt the Technical Calculations by a vote of 6-0. The final impact fee report has been completed by the consultant which has been posted on the city's webpage and is available for review in the Planning Department.
5. The City Council received a presentation on November 9, 2023, regarding the impact fee calculations, which was continued at a discussion at the Planning and Development Committee on December 7. The draft ordinance was presented to the City Council at the January 25, 2024 meeting for review and comment.
6. An additional public hearing is required for imposition of impact fees. Section 395.047 of the Local Government Code requires that the public hearing shall be ordered after adoption of the Land Use Assumptions and Capital Improvements Plans. The required minimum 30-day notice of the public hearing will be published

in the Rambler on February 17, 2024.

The public hearing is scheduled for March 21, 2024. A report will be provided from the CIAC to the City Council before March 10, 2024, greater than 5 days prior to the hearing as required per state statute. The City Council must approve or deny the implementation of impact fees within 30 days from the public hearing date. City Council will be asked to consider adoption of a maximum impact fee per service unit and a collection rate for impact fees.

### **Recommendation**

The resolution be approved.

## **12 Resolution - Approving the Second Amendment to the Lease Agreement with Irving Community Theater, Inc., D/B/A MainStage Irving-Las Colinas, Extending the Term of the Agreement**

### **Administrative Comments**

1. This item is recommended by the Housing & Redevelopment Division. It supports Future in Focus: Vibrant Economy – Support strategic development and redevelopment including revitalization of targeted areas.
2. **Impact:** Irving Community Theater, Inc. d/b/a MainStage Irving-Las Colinas will continue to be an entertainment amenity and attraction in Irving Heritage District.
3. **This item was discussed in the Planning and Development Committee on January 25, 2024.**
4. In May 2019, Council approved a Lease Agreement with Irving Community Theater for the use of city-owned property located at 222 E. Irving Blvd. The terms included a 5-year term from July 1, 2019 to June 30, 2024, with an optional 5-year renewal term.
5. Under this Second Amended Lease Agreement, the Parties hereby extend the Lease for one (1) renewal term for a period of five (5) years, provided that: (1) the Lease is in full force and effect; and (2) no event of default by Tenant then exists. The Tenant has delivered a Renewal Notice to the City at least three (3) months prior to the expiration of the Initial Term in conformance with Section 1 of the Original Agreement. The Second Term will begin July 1, 2024 and will continue until June 30, 2029.
6. Rent will remain in the amount of \$1,500 per month.
7. The lease will continue to require MainStage to present six (6) live theatrical performances (i.e. plays, musicals, dances, comedy shows, or live bands) during each year at the 222 E. Irving Blvd. location that are open to the public. At least



four (4) of these performances must be different productions. Performances of the same production occurring within 14-days of the initial performance will be considered one (1) performance.

8. MainStage will continue to maintain regular programming (five (5) productions per year) at the Irving Art Center during the Lease fulfilling its obligations of the grant agreement between the Tenant and the Irving Arts Center. This Amended Agreement will clarify that should a circumstance occur outside of the tenant's control which impacts the MainStage's ability to maintain its regular programming at the Irving Art Center, so long as MainStage is deemed to be in compliance with its grant agreement with the Irving Arts Center, it will be considered to have met the obligations of this Agreement.

**Recommendation**

The resolution be approved.

**13 Resolution - Renewing Agreement between the City of Irving and AT&T in the Total Estimated Annual Amount of \$340,000 for Switched Ethernet Services**

**Administrative Comments**

1. This item is recommended by the Information Technology Department and supports Future in Focus: Government Sustainability – Improve efficiency through data, technology, and thoughtful, innovative approaches.
2. **Impact:** Network data access and phone service will continue to be provided to remote city facilities, such as Police and Fire stations, library branches, and recreation centers.
3. These managed data circuits consist of fifty dedicated fiber optic connections that provide critical redundancy services for the city-wide radio communication system. The fiber optic circuits connect to the five towers located within the city, ensuring reliable radio communications for Public Safety and General Government services.
4. The annual estimated amount is \$1,022,000.00 for this 36 month agreement and funding is available in the Technology Fund.

Vendor	Contract Term	Total Annual Estimated Amt	Fiscal Year(s)
AT&T	2/19/24 – 2/19/27	\$ 227,000.00	2023-24
		\$ 340,000.00	2024-25
		\$ 340,000.00	2025-26
		\$ 115,000.00	2026-27
<b>TOTAL ESTIMATED AMOUNT</b>		<b>\$ 1,022,000.00</b>	

**Recommendation**

The resolution be approved.

**Bids & Purchasing Items  
Items 14-21**

**14 Resolution - Authorizing As-Needed Expenditures with W. W. Grainger, Inc., in the Total Estimated Amount of \$300,000.00 for Facility Maintenance, Repair & Operations (MRO), Supplies and Equipment through Omnia Partners**

**Administrative Comments**

1. This item is recommended by the Financial Services Department – Purchasing Division and supports Future in Focus: Government Sustainability – Protect the City’s financial integrity and credibility.
2. **Impact:** Use of this contract will allow the city to purchase maintenance and hardware supplies through Omnia Partners Contract No. R192002.
3. A Vendor/Member contract between the City of Irving and W.W. Grainger, Inc., was approved by Administrative Award No. 8361 on January 27, 2023 which supports as-needed purchases of Facility MRO (Maintenance, Repair & Operations), Industrial & Building Supplies with Related Equipment, Accessories & Services which has been renewed through March 31, 2025.
4. Funding for Fiscal Year 2023-24 is available in various departmental budgets within various funds, while funding for Fiscal Year 2024-25 is subject to budget appropriation.

<b>Vendor</b>	<b>Spending Term</b>	<b>Total Estimated Amount</b>	<b>Fiscal Year(s)</b>
W. W. Grainger, Inc.	04/01/24-03/31/25	\$150,000.00	2023-24
		\$150,000.00	2024-25
<b>TOTAL</b>		<b>\$300,000.00</b>	

**Recommendation**

The resolution be approved.

**15 Resolution - Authorizing As-Needed Expenditures with ForeverLawn Inc., in the Total Estimated Amount of \$270,000.00 for Turf Installation and Repairs through Sourcewell**

**Administrative Comments**

1. This item is recommended by the Parks & Recreation Department. It supports

Future in Focus: Safe and Beautiful City – Improve property conditions and overall appearance of the city.

2. **Impact:** Approval of this contract will provide synthetic grass and related construction services for parks projects. These maintenance enhancements will provide improved aesthetics and recreational opportunities for residents and visitors to the City of Irving.
3. A Vendor/Member contract between the City of Irving and Forever Lawn Inc. was approved on January 24, 2024, by Administrative Award No. 9030 which supports utilization of Sourcewell Contract No. 031622 for Artificial Turf and Tracks with Installation, Related Equipment, Materials and Supplies, which expires May 26, 2026.
4. Funding for Fiscal Year 2023-24 is available in the Park Improvement Bond Fund.

**Recommendation**

The resolution be approved.

<b>Vendor</b>	<b>Contract Term</b>	<b>Total Estimated Amount</b>	<b>Fiscal Year</b>
ForeverLawn Inc.	2/9/24 - 5/26/25	\$135,000.00	2023-24
		\$135,000.00	2024-25
<b>Total</b>		<b>\$270,000.00</b>	

**16 Resolution - Approving and Accepting the Bid from Fireside Holdings, Inc., dba American Refrigerants in the Total Estimated Amount of \$55,320.00 for the Purchase of Refrigerants for City of Irving's HVAC Systems**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department. It supports Infrastructure Investment – Support strategic investment in city facilities.
2. **Impact:** Approval of this item will allow for the purchase of refrigerant for the City’s HVAC equipment at prices that will be favorable to the City and will allow the city to respond to HVAC refrigerant service calls quickly and efficiently to requests or needs of service of that equipment.
3. Staff recommends award of ITB No. 043LR-24F, Purchase of Refrigerant to Fireside Holdings, Inc., dba American Refrigerants, as the lowest responsive, responsible bidder.
4. Funding in the total estimated amount of \$55,320.00 is available in the Capital Improvement Program Department budget within the General Fund.

### **Recommendation**

The resolution be approved.

## **17 Resolution - Rejecting Any and All Bid Proposals Relative to Request for Proposals No. 126D-23F for Construction Manager at Risk for Fleet Maintenance Facility**

### **Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department. It supports Future in Focus: Infrastructure Investment – Support strategic investment in city facilities.
2. **Impact:** Rejection of all proposals will result in the project not proceeding into pre-construction with a Construction Manager at Risk.
3. Two proposals were received for this project on August 18, 2023. Staff was unable to negotiate a contract with Crosslands Construction because they did not accept the terms of the City's standard construction agreement. The alternative respondent, Batson Cook, did not agree to provide the needed site supervision that was presented to the evaluation team in their proposal.

### **Recommendation**

The resolution be approved.

## **18 Resolution - Authorizing As-Needed Expenditures with Consolidated Traffic Controls, Inc., in the Total Estimated Amount of \$500,000.00 for Traffic Control, Enforcement & Signal Preemption Equipment through the Houston-Galveston Area Council of Governments (H-GAC)**

### **Administrative Comments**

1. This item is recommended by the Traffic & Transportation Department. It supports Future in Focus: Infrastructure Investment – Maintain roadways, sidewalks and transportation infrastructure.
2. **Impact:** Approval of this item allows for the purchase of materials utilized by the Traffic Signal Division of the Traffic and Transportation Department which include but are not limited to signal heads, flashers and battery backup units,
3. Materials purchased from this vendor are needed for the maintenance and operation of more than 220 traffic signals located throughout the City. Previous

spending through use of this contract over this past year was \$223,007. Potential spending with this vendor can vary widely depending on fluctuations with electrical power; vehicular accidents impacting traffic signal equipment; traffic signal equipment failures; installation of new traffic signals; material cost increases due to supply chain issues; inflation; vandalism; weather; etc.

4. A Vendor/Member contract between the City of Irving and Consolidated Traffic Controls, Inc., for utilization of H-GAC Contract No. PE05-21 for traffic control, enforcement and signal preemption equipment was established on July 1, 2021 and has been renewed by H-GAC through April 30, 2025.
5. Funding for Fiscal Year 2023-24 is available in the Traffic and Transportation Department budget within the General Fund, while funding for Fiscal Year 2024-25 is subject to budget appropriation.

Vendor	Contract Term	Total Estimated Amount	Fiscal Year(s)
Consolidated Traffic Controls, Inc.	5/1/24 – 4/30/25	\$200,000.00	2023-24
		\$300,000.00	2024-25
<b>TOTAL</b>		<b>\$500,000.00</b>	

**Recommendation**

The resolution be approved.

**19 Resolution - Approving and Accepting the Bid of Big City Crushed Concrete Inc., in the Total Estimated Amount of \$435,015.00 for Flex Base Material for the City of Irving**

**Administrative Comments**

1. This item is recommended by the Traffic & Transportation Department. It supports Future in Focus: Infrastructure Investment – Maintain roadways, sidewalks and transportation infrastructure.
2. **Impact:** Flex base is utilized by Street Operations underneath concrete during street repairs, in alley ways to improve the riding surfaces, and to aid in the drainage of water to maintain and enhance the city’s transportation network for the safe and effective transit of motorists.
3. This award establishes an annual contract for the continuation of supplying flex base material for the City of Irving. The contract is subject to two, one-year renewal options.
4. Funding for Fiscal Year 2023-24 is available in the Traffic & Transportation

Department budget within the General fund, while funding for Fiscal Year 2024-25 is subject to budget appropriation.

Vendor	Contract Term	Total Estimated Amount	Fiscal Year
Big City Crushed Concrete, Inc.	2/9/24 – 1/31/25	\$235,000.00	2023-24
		\$200,015.00	2024-25
<b>TOTAL</b>		<b>\$435,015.00</b>	

**Recommendation**

The resolution be approved.

**20 Resolution - Approving Purchases from Kirby-Smith Machinery Company, Inc., of Various Equipment in the Total Estimated Amount of \$270,180.00 through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program (CIP) Department and approved by the Fleet Services Division. It supports Future in Focus: Infrastructure Investment – maintain roadways, sidewalks and transportation infrastructure.
2. **Impact:** Purchases shown below from Kirby-Smith Machinery, Inc., will increase effectiveness and better support the needs of the Municipal Drainage Utility Division and residents of the City of Irving.
3. A Vendor/Member contract between the City of Irving and Kirby-Smith Machinery, Inc., was approved on March 3, 2023, by Administrative Award No. 8326. This contract supports the utilization of BuyBoard Contract No. 685-22 for Construction, Road and Bridge, Ditching, Trenching, and Other Equipment, which expires November 30, 2024.
4. Funding is available in the Municipal Drainage Utilities (MDU) Operating Fund.
5. Supplemental purchases are as follows:

Department	Item Description	Total Est. Expenditure	Fund(s)
CIP (MDU)	2023 Multi-Quip LS450 Hydraulic Swing-tube (Concrete Pump)	\$125,980.00	MDU Operating
	2024 Harline Remote Control Skid Steer	\$144,200.00	
	<b>Total</b>	<b>\$270,180.00</b>	

**Recommendation**

The resolution be approved.

**21 Resolution - Approving Additional Funds with Sam Pack's Five Star Ford in the Total Estimated Amount of \$56,134.56 for the Purchase of Four 2023 Ford Explorer Police Pursuit Vehicles through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)**

**Administrative Comments**

1. This item is recommended by the Police department and approved by the Fleet Services Division. It supports Future in Focus: Infrastructure Investment – Maintain roadways, sidewalks, and transportation infrastructure.
2. **Impact:** Purchase of the vehicles shown below will allow for replacement of older vehicles in order to reduce vehicle downtime as well as enhance mobility for the safe and effective transit of motorists throughout the City of Irving.
3. This item is for the approval of additional funds in the amount of \$56,134.56. This adjustment is for (4) four 2023 Ford Explorer Police pursuit vehicles (PPV) and equipment that was previously approved by Council and ordered on 11/20/2021. Due to long lead production times and supply chain disruptions the price increase of \$14,033.64 per vehicle is due to the model year update from 2021 to 2023. Fleet recommends approval of these funds to secure the purchase of these vehicles and associated equipment.
4. A Vendor/Member contract between the City of Irving and Sam Pack’s Five Star Ford was approved on July 8, 2021 by Administrative Award No. 7274. The contract supports utilization of BuyBoard Contract No. 601-19 for Vehicles, Heavy Duty Trucks, Police Motorcycles, Parts and Service Labor, which expired on November 30, 2021 and still governs this purchase.
5. Funding is available in the Vehicle & Equipment Replacement Fund.
6. Additional funding necessary for budgeted replacements is as follows:

Department	Item Description (Quantity)	Replaces City Tag #	Total Est. Expenditure
Police	2023 Ford Explorer 3.0 V6 Flex Fuel (4)	TBD	\$56,134.56
<b>TOTAL</b>			<b>\$56,134.56</b>

**Recommendation**

The resolution be approved.

**22 Ordinance - Approving a First Amended Development Agreement with Lone Oak Residential, LLC and Finding that the Property at 512 S O'Connor Road is No Longer Required for Present or Future Public or Municipal Purposes and May be Conveyed; Authorizing the Sale of the Property; Authorizing the City Manager or Designee to Execute the First Amended Development Agreement and Conveyance Documents; and Providing a Severability Clause.**

**Administrative Comments**

1. This item is recommended by the Housing and Redevelopment Division and supports Future in Focus: Vibrant Economy – Support strategic development and redevelopment including revitalization of targeted areas.
2. **Impact:** Approval of this First Amended Development Agreement with Lone Oak Residential, LLC will allow for the sale of city-owned property at 512 S O'Connor Road for the construction of 15 townhomes.
3. In June 2021, Council provided direction to release a Request for Proposal (RFP) for the property. The RFP was issued in October 2021. When the solicitation closed in December 2021, staff received 1 responsive proposal.
4. Staff worked with Lone Oak Residential to refine a site plan and design that reflected downtown design elements. In September 2022 and March 2023, City Council supported the proposal from Lone Oak Residential.
5. Council approved the original Development agreement via ORD-2023-10755 on or about June 8, 2023.
6. The sale price of the city-owned land is \$305,000. The Development Agreement includes certain criteria that must be included at the time of closing. The criteria include (i) Financial Capacity, (ii) Building Permit, and (iii) Performance Guarantee, which was identified in the original development agreement as a Letter of Credit.



7. Changes in the developer's investor partnership resulted in a need to change the Letter of Credit outlined in the agreement. The Amendment would allow for other security instruments to be used.
8. In addition, the Closing deadline would be extended by 2 months.

**Recommendation**

The ordinance be adopted.

## **INDIVIDUAL CONSIDERATION**

**23 Resolution - Terminating FY2023-2024 Community Development Block Grant Agreement Between the City of Irving and Helen's Project (Formerly New Life Individual & Family Services, Inc.)**

**Administrative Comments**

1. This item has been recommended by the Housing and Redevelopment Division and supports Future In Focus: Safeguard public safety, security and health.
2. **Impact:** This action releases unspent Community Development Block Grant funds for reallocation to other eligible activities.
3. Helen's Project (formerly New Life Individual & Family Services, Inc.) is a nonprofit agency that provides case management, counseling and wrap around services to eligible Irving homeless residents.
4. Helen's Project (formerly New Life Individual & Family Services, Inc.) was awarded \$51,845.00 in FY 2023-24 CDBG (RES 2023-388) funds at the August 3, 2023 City Council meeting for its case management, counseling and wrap around services to eligible Irving homeless residents.
5. Helen's Project (formerly New Life Individual & Family Services, Inc.) requested to forfeit their FY2023-24 allocated funds. As a result, City staff has recommended that the Agreement be terminated.
6. **The Housing and Human Services Board was notified of the agency's request at the November 15, 2023, meeting and staff provided an update at the January 17, 2024 meeting.**
7. Funding in the amount of \$51,845.00 will be unencumbered in the Fiscal Year 2023-2024 Community Development Block Grant Fund.

**Recommendation**

The resolution be approved.

**24 Resolution - Approval of Amendment #1 to the FY2023-2024 Community Development Block Grant Agreement Between the City of Irving and Visiting Nurse Association of Texas**

**Administrative Comments**

1. This item is recommended by the Housing and Redevelopment Division and supports Future in Focus: Safe and Beautiful City – Improve property conditions and overall appearance of the City.
2. **Impact:** This amendment would provide additional funds to Visiting Nurse Association of Texas and update agreement sections to reflect updated the additional funds and persons served.
3. In November 2023, the City received a formal notification that one of the non-profit organizations that was allocated CDBG Public Services funds was requesting to cancel their FY2023-24 CDBG agreement. They had been allocated \$51,845.00.
4. During the January 2024 Housing and Human Services Board meeting, staff presented recommendations to allocate these funds to the three other remaining agencies.
5. This amendment will increase Visiting Nurse Association of Texas' allocated funds by \$29,045 for a total amount of \$144,112 and increase the Persons Served from 30 to 40 and include a breakfast meal for all clients.
6. **This item was approved by Housing and Human Services Board on January 17, 2024.**

**Recommendation**

The resolution be approved.

**25 Resolution - Approval of Amendment #1 to the FY2023-2024 Community Development Block Grant Agreement Between the City of Irving and the Salvation Army, a Georgia Corporation**

**Administrative Comments**

1. This item is recommended by the Housing and Redevelopment Division and supports Future in Focus: Safe and Beautiful City – Improve property conditions and overall appearance of the City.
2. **Impact:** This amendment would provide additional funds to The Salvation Army and update various Agreement sections to reflect updated the additional funds and persons served.
3. In November 2023, the City received a formal notification that one of the non-profit organizations that was allocated CDBG Public Services funds was requesting to cancel their FY2023-24 CDBG agreement. They had been allocated \$51,845.00.
4. During the January 2024 Housing and Human Services Board meeting, staff presented recommendations to allocate these funds to the three other remaining

agencies.

5. This amendment will increase The Salvation Army allocated funds by \$6,000 for a total amount of \$114,500 and increase the Persons Served from 64 to 66.
6. **This item was approved by Housing and Human Services Board on January 17, 2024.**

**Recommendation**

The resolution be approved.

**26 Resolution - Approval of Amendment #1 to the FY2023-2024 Community Development Block Grant Agreement Between the City of Irving and Irving Cares, Inc.**

**Administrative Comments**

1. This item is recommended by the Housing and Redevelopment Division and supports Future in Focus: Safe and Beautiful City – Improve property conditions and overall appearance of the City.
2. **Impact:** This amendment would provide additional funds to Irving Cares, Inc. and update various Agreement sections to reflect updated the additional funds and persons served.
3. In November 2023, the City received a formal notification that one of the non-profit organizations that was allocated CDBG Public Services funds was requesting to cancel their FY2023-24 CDBG agreement. They had been allocated \$51,845.00.
4. During the January 2024 Housing and Human Services Board meeting, staff presented recommendations to allocate these funds to the three other remaining agencies.
5. This amendment will increase Irving Cares, Inc.'s allocated funds by \$16,800 for a total amount of \$67,200.00 and increase the Persons Served from 72 to 84.
6. **This item was approved by Housing and Human Services Board on January 17, 2024.**

**Recommendation**

The resolution be approved.

**27 Resolution - Public Hearing and Resolution Adopting Guidelines and Criteria Governing Tax Abatement Agreements**

**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:** Adoption of guidelines and criteria governing tax abatement agreements will allow the City to enter into a tax abatement agreement.
3. **This item was presented to the Irving City Council Planning and Development Committee on January 25, 2024.**
4. Currently, the majority of the economic development incentives utilized by the City of Irving are governed by two main policies: Guidelines and Criteria Governing Tax Abatement Agreements and Comprehensive Policy Statement of Local Economic Development and Business Stimulation Incentives.
5. The Guidelines and Criteria Governing Tax Abatement Agreements provides the guidelines and criteria for tax abatements as economic development incentives under Sections Chapter 312.201 through 312.209 of the Texas Local Government Code. The current policy provides City Council with flexibility in evaluating projects and providing incentives on a case-by-case basis.
6. The city last adopted these guidelines by Resolution No. 2022-61 on February 10, 2022. Adopted guidelines are effective for two years [Tax Code 312.002(c)].

**Recommendation**

The resolution be approved.

**28 Ordinance - Calling a Bond Election to be Held on Saturday, May 4, 2024 Making Provisions for the Conduct of the Election and Other Provisions Relating Thereto**

**Administrative Comments**

1. This item has been recommended by the City Manager's Office and Financial Services Department.
2. **Impact:** The City Council will determine whether it is necessary and advisable to call and hold an election in the City for the purpose of submitting a proposition pertaining to the issuance of bonds for a new City Hall Complex.
3. If called, an election will be held for and within the City on Saturday, May 4, 2024, a uniform election date established by Section 41.001(a) of the Texas Election Code.

4. City Council has met several times to review the project in light of the city's financial and operational capacity to fund and manage the project and upon receiving additional inputs from staff at several public meetings as well as hosting public, in-person walk throughs of the current City Hall campus held on January 22, 23, and 27 2024.

**Recommendation**

The ordinance be adopted.

## **APPOINTMENTS AND REPORTS**

**29 Resolution - Appointments to the Building and Standards Commission, the Irving Parks and Recreation Board, and the Planning and Zoning Commission**

**Administrative Comments**

1. This item is recommended by the City Secretary's Office.
2. **Impact:** Appointment of Irving residents or qualified members to boards and commissions assures that our residents have a voice in city government.
3. The positions under consideration include appointments to the Building and Standards Commission, Irving Parks and Recreation Board, and the Planning and Zoning Commission.
4. The City Council conducted interviews for various vacancies on September 25, 26, 27, 2023 and October 2 and 3, 2023.

**Recommendation**

The resolution be approved.

**30 Mayor's Report**

**Adjournment**