



# City of Irving City Manager's Report

**January 24, 2007**

## **Projects/Activities Updates**

**Crime Free Multi-Housing Program** – The Irving Police Department will be awarding its first Crime Free Multi-Housing Program designation to a multifamily community on Jan. 25. Officer Beau Jones will meet with residents of Estelle Creek, 4023 Block Drive, at a safety social from 6 to 8 p.m. to explain the program and present information about general safety principles and crime prevention. This three-phased program focuses on reducing crime among apartment communities. A certificate will be presented and signs will be provided that mark Estelle Creek as an official member.

**Lake Chapman Water Supply** – As of Jan. 18, the elevation of Lake Chapman has risen to 429.03 feet. This is an increase of 7.07 feet from a low of 421.96 feet on Dec. 29. In addition to monitoring the lake activity, city staff continues to work with Dallas to improve the long-term diversity of our water supply.

**Ice Control Operations** – The Public Works/Streets Division did an admirable job of responding to the recent ice storms and flooding to protect public safety on our roadways.

- From 2 a.m. Jan. 13 to 7:30 a.m. Jan. 16, a total of 535 tons of ice control sand was distributed, and crews responded to 85 calls from the Police Department to icy areas on city streets and on the highway system. Crews focused on the 80 key bridges within the city due to the nature of the ice storm.
- From 4 a.m. Jan. 17 to 7:30 a.m. Jan. 18, a total of 550 tons of ice control sand was distributed, and crews responded to 32 calls from the Police Department to icy areas on city streets and on the highway system. In addition to the 80 bridges, conditions warranted the addition of 22 steep grades and intersections to the sanding list.
- More bad weather is possible this winter season. We have more than 1,000 tons of ice control sand on hand, and an additional 1,000 tons will be delivered. We are confident in our ability to respond to other potential events.

General Services maintenance staff also worked long hours clearing walkways, shoveling snow/ice and hand-spreading de-icer and sand to make sure city buildings were open and ready for pedestrians each day we have had bad weather. So far this winter, solid waste crews have not experienced any significant problems in staying on schedule with trash, brush and bulky collections.

**New Animal Shelter Update** – Staff is working with representatives of several city departments to identify various properties in which to locate the new animal shelter. We hope to narrow the list of possible sites to no more than three by the end of January and make a final decision soon afterward.

**Water Main Break** – A 24-inch water main broke near the intersection of Pleasant Run and Harvard early the morning of Jan. 17, leaving 60 homes without water. Public Works/Water Utilities personnel went door-to-door to inform residents and deliver emergency water supplies as needed. Despite the winter weather conditions, water crews completed the repair by the end of the day and service was restored.

**Belt Line Road Closures** – Public Works/Traffic personnel have been working closely with TxDOT to minimize the need to close northbound Belt Line Road between Hunter Ferrell and Oakdale roads. This closure has been required due to flooding from the TxDOT construction project. Staff hopes that new steps can be taken to eliminate or at least minimize this issue.

**Televising Council Work Session Meetings** – Plans are proceeding for the City Council Work Sessions and committee meetings to be televised on ICTN. The project is expected to be completed next month. The equipment has been ordered and the programming for the computerized switcher/character generator/lighting control has been initiated. Please note that a sample of the light fixtures has been placed in the ceiling of the Council Conference Room.

**Newsletter Redesign** – Residents will notice a new look for their resident newsletter when the February issue reaches their mailboxes mid-month. The new design adds more color to the publication in an effort to keep the publication fresh and lively for readers. The newsletter is distributed to all residential postal customers every other month.

**Replacement Equipment** – The Fire Department has received a new aerial ladder, which was put in service in the Las Colinas district. The addition of a fire pump to this aerial ladder will provide an enhancement to our capability to provide aerial master streams at large fires.

**American Bus Association's Annual Marketplace** – From Jan. 8-Feb. 1, more than 2,500 travel and group tour representatives will be at the Gaylord Texan for the American Bus Association's (ABA) Annual Marketplace. Marketplace is comprised of decision-makers who determine where 44,000 group-tour buses stop for meals, lodging, shopping, entertainment and recreation. The Irving CVB has been working closely with event organizers and the Grapevine CVB to capitalize on getting in front of this important segment of the leisure travel market. CVB staff serves on the Marketplace Host Committee and will be taking appointments with individual operators, hosting sightseeing tours of Irving, showcasing Irving during Marketplace's "Evening in Texas" event, assisting with media efforts, and serving as volunteers.

**Retiree Medical Insurance** – Special enrollment meetings were coordinated by the Human Resources Department on Jan. 12 for eligible retirees (age 65 and older and currently covered on the city's health plan) to inform them about the city's initiative to enter into an interlocal agreement with PEBA (Public Employee Benefit Alliance), an alliance of Texas public entities, to make Medicare supplemental health plans available to retirees and retirees' spouses. Enrollment in these plans is optional and will not cause retirees or their spouses to lose their eligibility to return to the city's health plan in the future, if they so desire. The new Medicare supplement plan will take effect on Feb. 1. Twenty-four eligible members attended the meeting and half of them will enroll in the new program. Aetna advised that this was a very good turnout and enrollment for the first offering, particularly as employees and retirees had just completed enrollment for the new benefits plan year. The PEBA agreement will be formally considered by City Council on Jan. 25.

**Organizational Development and Training** – The Human Resources Department began a new 10-part leadership training series this month: The Art of Leadership in the 21<sup>st</sup> Century. This nine-month intensive leadership program has participants attending at least one half-day workshop each month. The 26 participants include directors, managers and supervisors nominated by their departmental leadership to participate in the program. External facilitators and trainers will be providing a variety of topics tied to the latest issues for leaders of organizations. Some of the topics include: Integrity Driven Leadership, Talent Management, Generational Differences in the Workplace, and How to Build Strong Organizations.

**Daylight Saving Time Synchronization Project** – The standard dates for North American Daylight Saving Time (DST) will change in March. Previously, DST began on the first Sunday in April and ended on the last Sunday in October. The new dates will have DST beginning on the second Sunday in March and ending on the first Sunday in November. Most DST changes are still electronically hard-coded for the original time period. To accommodate the new dates, all affected IT systems in the city with an electronic calendar will be patched within the next few weeks. Otherwise, timestamps will not be correct.

**Performance Measurement/Executive Dashboard System Implementation** – Staff is moving forward with implementing the Performance Measurement/Executive Dashboard software. The system allows the citywide balanced scorecards (goals, strategies, actions, tasks/key performance indicators) information to be viewed/analyzed/measured against financial performance, customer service, internal processes and growth. The software allows internal and external viewers to review city goals, timelines and percent of completion in reference to each department and specified tasks. A model for the city's 10 strategic goals will be finalized by the end of the month, and the executive dashboard information will be made public by the end of February.

### **Recognitions/Awards**

**ICTN Footage Shared** – Footage from ICTN's story of the Robert Wayne Harris murders was used in a German television story featuring a woman who has made several intercontinental flights to visit Harris. Matthias Döngelhoff of WestCom Information GmbH e-mailed ICTN staff after searching the city's Web site and finding that Irving had a television station. Executive Producer Paul Wahlstrom worked with Herr Döngelhoff to air the ICTN footage at a time the German staff could view it over the Internet. A DVD of the footage was sent to WestCom in mid-December; ICTN was provided a copy of the story (in German).

**Paramedics Graduation** – The Fire Department is proud to report that in the recent graduation of paramedics from the University of Texas Health Science Center (Class No. 99) had three Irving paramedics graduate. Gary Roznovsky, James Skelton and Gary Lambert completed this intensive, seven-month training program. Fire Equipment Operator Gary Roznovsky also was named as the school valedictorian for Class No. 99 by carrying a 95 grade average throughout the program. Firefighter James Skelton was cited for having the best independent research paper for the entire group. We are very proud of these three men, and Irving residents can now benefit from their new certification as paramedics.

**JoAnne Sherlock Retirement** – The Irving Public Library will celebrate the professional achievements and personal triumphs of JoAnne Sherlock, library services supervisor, from noon to 3 p.m. Feb. 1 at the Central Library. Her dedicated work for nearly 20 years has left a tremendous impact on the Irving Public Library.

### **Upcoming Events/Activities**

**Employee Incentive Awards Ceremony** – Public Health and Environmental Services will be recognizing employees on Jan. 26 with its first Employee Incentive Awards Ceremony, which will be held for all solid waste collections employees. Recognition will be awarded to employees who have distinguished themselves by providing outstanding service over the past quarter.

**Construction Codes Adoption** – The official first step toward the adoption of new construction codes is scheduled for consideration by the Construction Board at 6 p.m. Jan. 29. Public attendance and input are welcome.

**Neighborhood Roundtable** – This upcoming meeting with neighborhood association officers, set for 7 p.m. Jan. 30 in the Council Conference Room, will feature a water report by Public Works Director Jim Cline and a presentation on neighborhood opportunities by Housing Coordinator Trudy Lewis.

**Job Center** – The Irving Public Library's Job Center will hold a series of workshops at the Central Library from Jan. 30-Feb. 2. The workshops help residents to brush-up on the skills they need to find a job in today's marketplace. Topics include writing résumés, interviewing, online job searching and company research.

**Open Line** – Police Chief Larry Boyd will be featured on ICTN's "Open Line" show on Jan. 31 to discuss the city's new alarm ordinance. The live show airs at 7 p.m. on ICTN Channel 16 (Time Warner) and Channel 30 (Verizon), and viewers can call in with questions.

**African-American Month** – This February, the Irving Central Library continues its six-month programming series, Celebrate the Cultures of Irving, with African-American culture taking center stage. Programs include spoken word performances, jazz, dance, art, food and more.

**Development Tour** – On Feb. 5, from 8:30 to noon, the Planning and Zoning Commission will be touring development projects throughout Irving that have been approved over the past few years. The commission wishes to specifically tour townhouse and single-family infill projects to see how the projects were developed. City Council members are invited to attend the tour as well. Those who wish to attend are asked to contact the Planning and Development Department no later than Jan. 26 so arrangements can be made.

**Irving Housing Finance Corporation** – An organizational meeting for the Housing Finance Corporation is set for 12:30 p.m. Feb. 7 in the Council Conference Room.

**Boards and Commission Appreciation Banquet** – The City Secretary's Office has started planning the City Council's annual appreciation banquet to honor residents who serve on city boards and committees. This year's theme will be "A World of Thanks." The dinner will be held on March 6 at The Westin DFW Airport hotel. More details will follow as plans are finalized.