

STATE OF TEXAS

COUNTY OF TARRANT

CITY OF BEDFORD

The Community Affairs Commission of the City of Bedford, Texas, met in regular session at 5:30 p.m. at the City Hall Conference Room, 2000-A Forest Ridge Drive, Bedford, TX on Thursday, the 18th of September, 2014 with the following members present:

Sal Caruso	Mark Massey
Ruth Culver	Gary Morlock
Dianne Doughty	Roy Savage
Dave Gebhart	David Franklin
Amy Sabol	

Others present:

Michael Boyter – City Council – CAC Liaison
Bill Syblon – City Staff

Absent:

Cynthia Williams Mary Frazier

CALL TO ORDER

Meeting was called to order at 5:30 p.m. by Secretary Gary Morlock, who had agreed to Chair the meeting. Thanks to Amy Sabol who agreed to be Acting Secretary.

APPROVAL OF MINUTES AND BUDGET REVIEW

1. Review/revise and approve minutes from the August 14, 2014 meeting of the Community Affairs Commission. (Exhibit A)

Motioned by Mr. Gebhart and seconded by Mr. Savage, to approve the minutes (Exhibit A).

Motion approved: 9–0

2 Abstentions – Mr. Franklin and Amy Sabol were not present at last meeting

2. Review the Commission budget.

CAC 9/18/2014 Budget Report (Exhibit B) listed balance of \$1,950 with no expenses since last report.

Motioned by Mr. Gebhart and seconded by Mr. Caruso, to approve the budget report (Exhibit B).

Motion approved: 9–0

The City Fiscal Year ends September 30 and there will be additional expenses for the CAC Block Party on September 25. Printing receipts of approximately \$84 are available but it is not in current report. Additional expenses will be forthcoming for the Block Party event on September 25.

At the request of Gary Morlock , Secretary, Old Business was discussed before New Business.

OLD BUSINESS

5. Status update for the September 25, 2014 Block Party including discussion on amount budgeted for the expenses for this activity.

Sal Caruso, Block Party Project Chair, noted that the CAC reiterated the date of September 25 from 6:00 p.m. – 8:00 p.m. Mr. Caruso reported that Lou Benito, Albertson Manager, had expressed excitement about the event. Mr. Benito will be having his employees pass out coupons and come dressed for the event. Coke is doing extra signs for the event. 6 Stones will be grilling hot dogs, Bud Snow Cones will be serving up iced treats, and St. Vincent's will be involved with children activities. Mr. Caruso expressed concerns about the flyer delivery process he had originally arranged with Father Horton. Father Horton had contacted Mr. Caruso and told him he only had five to six kids ready to deliver flyers to the 498 homes. He originally had promised 10 to 15 kids. Mr. Caruso had stopped by post office and learned about EDDM (Every Door Direct Mail) offered by the local post office. They charge \$.18 to deliver with an additional \$.03 to stamp the flyer for delivery. Mr. Caruso approximated around \$100 for delivery to the targeted homes. The Post Office is given a list of streets and will deliver by a designated date. Mr. Caruso said he asked if Tuesday of next week could be accommodated and the post office employee said no problem. Ruth Culver made a motion to approve the costs and Mark Massey seconded the motion. Motion passed unanimously.

Mr. Morlock asked for a contingency plan for delivery. Ms. Culver, Ms. Doughty, Ms. Sabol, Mr. Gebhart, and Michael Boyter all agreed to help deliver if the Post Office was unable. Mr. Caruso informed the Commission that a city photographer would be in place and the event would be included in the upcoming Bedford Connection and on the City's website. Mr. Caruso also suggested and received permission from the Commission to make a request of the principal at Stonegate Elementary. His idea was to have the teachers pass out flyers to take home to their parents, exclusively first to third grade school children. The hope was to enhance the numbers attending. Mr. Caruso also showed the Commission the temporary signs made to help guide the residents in the area to the event. Mr. Caruso said special parking would be available for older residents and the Mayor and Dr. Turner. He said the CAC members attending could park on Wade and walk over. Mr. Caruso said David Miller, Assistant City Manager and Miranda McQuagge-Walden had arranged to have tables brought to the event to be used by City departments participating. The known City entities coming are as follows: Police, Fire (bringing Fire Truck/and or EMS truck), Bedford Splash, Old Bedford School, and Library. Police barricades will be set up by the BPD and will be watched over by 6 Stones volunteers. Mr. Morlock asked again about contingency on flyer delivery. Mr. Caruso said the plan was originally to meet at 2:00 pm in the St. Vincent's parking lot to work on distribution. Ms. Culver, Ms. Doughty, Ms. Sabol, Mr. Gebhart and others again told Mr. Caruso if he need assistance to please contact. Most members felt it was a moot point as the UPSP would come through with delivery. Congratulations were offered to Mr. Caruso who thanked his committee, most importantly Mark Massey and his association with 6 Stones.

Reminder: 5:00 p.m. set up. Mr. Massey and Mr. Caruso felt they would arrive around 4:30 p.m. to set up. Most of the Commission agreed to attend and help in any way.

Mr. Caruso hoped the next CAC meeting could be used to trouble shoot the next Block Party event yet to be scheduled. He said he is open to any suggestions to make the next Block Party even more successful. He also suggested the Commission ask for requests from neighborhoods wishing to have the CAC host the next Block Party. He suggested perhaps around the Tom Thumb neighborhood north of the Freeway.

NEW BUSINESS

4. Sub-committee Reports:

a. Business Outreach – David Franklin - No report

b. Residential Outreach – Gary Morlock

The September 25 Block Party is jointly supported by both CAC Residential Outreach and Faith Based Outreach subcommittees. Residential Outreach members Morlock and Culver are serving on the Block Party project team chaired by Sal Caruso.

c. Six Stones/Faith Based Outreach – Mark Massey

Mr. Massey will continue his Block Party project team involvement with 6Stones and City Public Safety to help develop plans for the September 25 event. Mr. Massey stated 6Stones has their largest fundraiser tomorrow (Friday) being a clay pigeon shoot out. 6Stones can always use volunteers to push the button to fling the clay. He said this fundraiser goes primarily for the 6Stones Christmas project. It is over by 12:00 p.m. and is catered free by Spring Creek BBQ. The 6Stones CPR Fall Blitz is scheduled October 17-18, and CAC members are encouraged to participate. Usually there are eight homes in Bedford, eight in Euless and eight in Hurst.

3. Discuss activities for the remaining period of the Commission this term, if applicable.

Mr. Morlock asked to go around the room and he asked for everyone to make suggestions for the next Commission period starting October 1.

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| Diane Doughty | Suggested the HOA roundtable. |
| Ruth Culver | Suggested the Mayor's roundtable was a good event. |
| Dave Gebhart | Suggested the CAC Block Party's become a constant element of the CAC. |
| Mark Massey | Said he felt residential outreach as well as business outreach was vital |
| Roy Savage | Said he would like the City Expo to be brought back next year. It is a good morale builder for employees, especially the departments which receive very little attention over the years. |
| Sal Caruso | Would like to see a business roundtable and ask them their opinions on the City. |
| Amy Sabol | Suggested the new chair come to the very first meeting with an Agenda and the Commission members need to follow the Chair's lead. |
| David Franklin | Suggested the CAC has plenty of activities and just concentrate on the core. |
| Gary Morlock | Suggested a HOA newsletter to be published to reach out to residents. ie. Recycle trial going on now in the City. <ul style="list-style-type: none">- Support the Bedford Commons development when Council requests- Requested update on Shop Bedford First and/or ShopLocal.com- Projects – build mailing list for HOA and property managers managing HOA's. Make sure Bedford Connection is delivered to all. |
| Ruth Culver | Suggested outreach to the large apartment complex residents – possibly have a help with the already established apartment block parties in the community. |

Gary Morlock expressed thanks from the Executive Committee, Cynthia Williams, Roy Savage and himself.

ADJOURNMENT

Motion to adjourn by Mark Massey and second by Dave Gebhart.

Motion approved: 9-0

Meeting adjourned at 6:30 pm.

Exhibit A – Minutes (8/21/14 Meeting)

Exhibit B – Budget Report (9/18/2014)

Submitted by Amy Sabol, Acting Secretary

Approved by Gary Morlock, Acting Chair

GM doc: CAC Minutes 2014-09-18 Draft 1
