

Community Affairs Commission Minutes August 18, 2016

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 August, 2016 with the following members present:

Sal Caruso
Mary Frazier
Steve Grubbs
Margaret Hall

Gary Morlock
Roy Savage
Doug White
Joe Zavala

Others present:

Meg Jakubik - City Staff Liaison - Strategic Svcs Mgr Steve Farco - City Council Liaison

Absent:

Joy Brandon
Mark Massey

Karla Setser
Terry Smith

CALL TO ORDER

Meeting was called to order at 5:30 p.m. by Chairman Savage.

OPENING REMARKS AND WELCOME

Mr. Savage thanked everyone for their work on numerous projects, and for keeping the door open for new ideas.

APPROVAL OF MINUTES

- 1. Review/revise and approve minutes of the following Community Affairs Commission meeting:
 - a) June 16, 2016****

Chairman Savage thanked Ms. Hall for doing the minutes.

Exhibit A - Minutes (June 16, 2016 meeting of CAC)

Ms. Frazier requested spelling revision to Agenda item 2. (Awards Program). Replace Bill "Ridgeway" with Bill "Ridgway".

Mr. Caruso requested revision to Agenda item 6. (Staff Liaison). Revise to read "Ms. Brandon and Mr. Caruso volunteered."

Motion by Mr. Grubbs, and second by Mr. Caruso, to approve the minutes as revised.

Motion approved: 8-0

NEW BUSINESS

2. Discussion and possible action on the Community Affairs Commission Resident of the Year Award.

Exhibit B - Award Nomination Forms (3 finalists)

Exhibit C - Awards Timeline 2016 R2

Mr. Caruso reported that the CAC awards project team (Mr. Caruso, Mr. Smith, Mr. Zavala) reviewed the nomination forms received for CAC Resident of the Year Award. They narrowed it down to 3 nominees for consideration and selection by the CAC at this meeting. The Award will be announced and presented first at the Tuesday, Sept. 13 City Council meeting, and then again at the Thursday, Sept. 22 Residential Outreach meeting. CAC members were advised to keep the selection quiet until the announcement. The minutes will record the selection but will not be distributed before the City Council meeting.

Discussion ensued about information provided on the nomination forms which reflected why all 3 finalists were deserving of the award.

Motion by Ms. Frazier, and second by Mr. White, to select Faye Brooks as first recipient of "CAC Katie Savage Resident of the Year Award"

Motion approved: 8-0

Mr. Farco agreed to advise City Council of the award selection and announcement process. Mr. Caruso will purchase an award plaque. He will arrange to have the recipient at both announcement meetings. He will announce the award and explain why it is named after Katie Savage. Chairman Savage will participate in presenting the award.

Mr. Grubbs mentioned the schedule (Timeline) for finalizing and selecting the recipient of CAC Business of the Year Award at the Thursday, September 15 CAC meeting. Discussion opened about naming the Award. Further discussion was deferred to the Agenda item - Business Outreach.

3. Discussion and possible action on overhead banner.

Exhibit D - Dixie Flag Price List

Exhibit E - Proposed Banner Sign

Mr. Savage thanked Mr. Grubbs and Ms. Jakubik for their research regarding CAC purchase of a CAC street banner in this budget year ending 9/30/16. Ms. Jakubik reviewed annual CAC budget of \$2,000, with \$1,000 still available. Projected expenses are \$100 (9/22 Residential Outreach meeting) and \$300 (9/29 Block Party), leaving \$600 available for a CAC street banner. CAC strategy is to buy a Residential Outreach banner this budget year, and a City Expo banner (Spring 2017) in next budget year, with a Business Outreach banner not a priority.

A banner 36 ft long and 4 ft. wide would be \$605, with setup and proposed lettering (option 2) adding \$97.50, for total of \$697.50. Ms. Jakubik indicated that the \$697 total can be managed in the current CAC budget year. City practice is to buy a banner with updated lettering (e.g. date) needed in only one place on the banner for each new event. For each subsequent event there is a charge of \$110. to send the banner back to the vendor for that one update (date). The CAC preferred banner design is

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option 2.

Motion by Mr. Morlock, and second by Ms. Hall, for CAC to buy a Residential Outreach banner (design option 2) in the current budget year for maximum of \$697.50.

Motion carried 8-0.

Ms. Jakubik agreed to order the banner. With a 3-week lead time, she noted it may not be available for full promotion use for the 9/22 Residential Outreach meeting. She also needs to check the availability of City "banner pole space" at that time. Mr. Grubbs suggested that the banner be ordered immediately for use to promote the 9/22 meeting even if the promotion time is limited. Discussion ensued that if the banner cannot be used effectively for the 9/22 meeting, then it could be ordered without the 9/22 date lettering, with lettering ordered later for the first event next year.

4. Review and possible action regarding Subcommittee Director Reports:

a. Residential Outreach (Joy Brandon)

Ms. Jakubik reported for Ms. Brandon (absent). The Fall Residential Outreach Meeting is set for Thu, Sept. 22, 7:00 PM, at OBS (Old Bedford School). The topics are set, with updates by police dept. and parks and rec. The Mayor will provide a general City update, including budget. CAC members are needed for setup, greeting, and teardown. There is a CAC meeting on Thu, Sept. 15 to finalize the details.

i. Block Parties (Sal Caruso)

Exhibit F – Block Party Project Timeline (Rev. 8/15/2016)

Mr. Caruso reviewed that Fall Block Party is set for Thu, Sept. 29, 5:30-7:30 PM in Bell Manor School parking lot.

City/CAC planning contact at Bell Manor School is no longer there, so new contact is being arranged. This could be the biggest Block Party with about 500 people and 26 vendors. Overflow parking will be available at Pennington Field. There are about 750 kids at the school, and school will distribute flyers (1/2 page) in school. But need to invite homes without kids, so CAC will deliver flyers to homes in the Bell Manor attendance zone on Sat. 9/24 AM. Residents in a nearby apartment complex will also be invited, but flyers will be posted in the office, not delivered to resident doors. There is a CAC meeting on 9/15 to finalize the details.

b. Business Outreach (Doug White / Gary Morlock)

Mr. White reviewed that the Fall Business Outreach Meeting is set for Friday, Oct. 14, 8:00-9:30 AM at the Old Bedford School (OBS). The new plan is to move the meeting upstairs to the auditorium. He and Mr. Morlock will be working on the project timeline and topic ideas to provide to Ms. Jakubik for initial review. One topic idea is to have Police Chief Gibson present a short version of his "Run, Hide, of Fight" topic. Mr. Morlock invited input from the City on possible topics. More time will be available to discuss after the City budget cycle.

Mr. Caruso re-opened the discussion on the CAC Business of the Year Award. Discussion ensued on naming the Business award after Katie Savage too (like the Resident of the Year Award), or after an

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early Bedford businessman. Consensus was to keep it simple the first year as “CAC Business of the Year Award.”

c. Faith Based Outreach (Mark Massey)

No report – Mr. Massey absent.

5. Council Liaison Report (Steve Farco)

Parks dept. held a Pokemon event recently at the Boys Ranch and 3,500 attended – a great, free event that introduced many to the new Boys Ranch improvements.

Budget is a major Council focus right now. Tarrant County has raised property values by 11.6 %. Bedford has kept its tax rate the same for 5 years at .495, with rollback rate now .476. This represents a difference of \$570 K. City faces increased costs of health care and policemen and firemen are underpaid. It costs about \$95 K to train a police or fireman, and then the City loses them to other cities for higher pay. A key consideration is that rollback rate would become base rate next year. Per capita spending is about \$1300 per resident. Budget topic will be presented at Residential Outreach meeting after adopted. Have set current tax rate as Not Too Exceed rate. Public hearings on budget/tax rate will be held on Aug. 23 and Sept 2.

6. Staff Liaison Report (Meg Jakubik)

Ms. Jakubik provided key reports and comments during discussions noted under other agenda items.

ADJOURNMENT

Motion to adjourn by Ms. Frazier, and second by Ms. Hall.

Motion approved: 8-0

Meeting adjourned at 6:37 PM

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Approved by Roy Savage, CAC Chair

Submitted by Gary Morlock, CAC Secretary

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