

# AGENDA

Regular Meeting of the Bedford City Council  
Tuesday, March 11, 2014  
Bedford City Hall Building A  
2000 Forest Ridge Drive  
Bedford, Texas 76021

Council Chamber Work Session 6:00 p.m.  
Council Chamber Regular Session 6:30 p.m.

COMPLETE COUNCIL AGENDAS AND BACKGROUND INFORMATION ARE AVAILABLE FOR REVIEW  
ONLINE AT <http://www.bedfordtx.gov>

## WORK SESSION

- Review and discuss items on the regular agenda and consider placing items for approval by consent.
- Discussion regarding a grant proposal for a collaborative effort with the City of Hurst Police Department for a storefront location for the Repeat Victimization Unit.
- Discussion regarding combining the Building and Standards Commission and the Zoning Board of Adjustment into a single entity called the Board of Adjustment.
- Discussion regarding a masonry wall behind the old library building.

## EXECUTIVE SESSION

To convene in the conference room in compliance with Section 551.001 et. Seq. Texas Government Code, to discuss the following:

- a) Pursuant to Section 551.071, consultation with City Attorney regarding pending or contemplated litigation regarding 533 Bedford Road.
- b) Pursuant to Section 551.071, consultation with City Attorney regarding pending or contemplated litigation – Jonathan David Tsuchiya vs. The State of Texas et al.

## REGULAR SESSION 6:30 P.M.

### CALL TO ORDER/GENERAL COMMENTS

INVOCATION (Pastor Dr. Kevin Smith, Faith Christian Fellowship Church)

### PLEDGE OF ALLEGIANCE

### OPEN FORUM

*(The public is invited to address the Council on any topic that is posted on this agenda. Citizens desiring to speak on Public Hearing(s) must do so at the time the Public Hearing(s) are opened. In order to speak during Open Forum a person must first sign in with the City Secretary prior to the Regular Session being called to order. Speakers will be called upon in the order in which they sign in. Any person not signing in prior to the commencement of the Regular Session shall not be allowed to speak under Open Forum. Further, Open Forum is limited to a maximum of 30 minutes. Should speakers not use the entire 30 minutes Council will proceed with the agenda. At the majority vote of the Council the Mayor may extend the time allotted for Open Forum.)*

### CONSIDER APPROVAL OF ITEMS BY CONSENT

### APPROVAL OF THE MINUTES

1. Consider approval of the following City Council minutes:
  - a) February 24, 2014 joint work session
  - b) February 25, 2014 regular meeting

## **PERSONS TO BE HEARD**

2. **The following individual has requested to speak to the Council tonight under Persons to be Heard.**
  - a) **Norman Ashton, 3304 Norman Lane, Bedford, Texas 76021 – Requested to speak to the Council regarding home businesses.**

## **NEW BUSINESS**

3. **Consider a resolution of the City Council of the City of Bedford, Texas amending the Mission Statement and the Focus Areas for the City of Bedford as determined during the 2014 City Council Strategic Planning Session, to be effective upon its passage.**
4. **Consider a resolution authorizing the purchase and installation of replacement shower units at Splash in the amount of \$24,996 from Riley Plumbing and Mechanical.**
5. **Report on most recent meeting of the following Boards and Commissions:**
  - ✓ **Animal Shelter Advisory Board - Councilmember Boyter**
  - ✓ **Beautification Commission - Councilmember Turner**
  - ✓ **Community Affairs Commission - Councilmember Boyter**
  - ✓ **Cultural Commission - Councilmember Nolan**
  - ✓ **Library Board - Councilmember Davisson**
  - ✓ **Parks & Recreation Board - Councilmember Davisson**
  - ✓ **Senior Citizen Advisory Board - Councilmember Turner**
  - ✓ **Teen Court Advisory Board - Councilmember Champney**
6. **Council member reports**
7. **City Manager/Staff Reports**
8. **Take any action necessary as a result of the Executive Session**

*(Any item on this posted agenda may be discussed in executive session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.)*

## **ADJOURNMENT**

### **CERTIFICATION**

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window in a display cabinet at the City Hall of the City of Bedford, 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, March 7, 2014 at 5:00 p.m.**, and remained so posted at least 72 hours before said meeting convened.

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**Michael Wells, City Secretary**

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**Date Notice Removed**

(Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in City functions and activities. Auxiliary aids and services or accommodations must be requested in writing to the City Secretary's Office a minimum of seventy-two hours (72) hours prior to the scheduled starting time of the posted meeting. Requests can be delivered in person or mailed to the City Secretary's Office at 2000 Forest Ridge Drive, Bedford, TX 76021, or emailed to [mwells@bedfordtx.gov](mailto:mwells@bedfordtx.gov). Some requests may take longer due to the nature, extent and/or availability of such auxiliary aids, services or accommodations.)



# Council Agenda Background

**PRESENTER:** Roger Gibson, Police Chief

**DATE:** 03/11/14

Work Session

**ITEM:**

Discussion regarding a grant proposal for a collaborative effort with the City of Hurst Police Department for a storefront location for the Repeat Victimization Unit.

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

The Police Department was recently made aware of a competitive one-year grant through the Office of the Governor, Criminal Justice Division.

Through this grant, the Police Department will be seeking funding in the amount of \$60,630 to support a storefront operation for the Repeat Victimization Unit (RVU). The funding would cover the monthly lease expenses for one year and furnishings (office workstations, chairs, conference room table, etc.). The funding will not cover construction costs (walls, bathrooms, cabling, etc.), if needed.

In late 2012, the RVU was implemented to target victims of domestic violence and mental health related issues. This Unit utilizes a tier-response system to address both of these issues. Due to the fact that the Unit utilizes a tier-response and that it works mental health related cases, this Unit is the first of its kind in Texas, and possibly in the Nation (according to research conducted by the University of North Texas).

Working with community resources, the goal of the RVU is two-pronged:

- (1) Develop a rapport with victims in order to help facilitate the process of getting them connected with the necessary services and assistance that they need; and,
- (2) Reduce the number of police officer calls for service to the same location and/or same subjects.

The Police Department has three full-time police officers assigned to this Unit. Further, the Police Department has partnered with the University of North Texas to develop statistical tracking mechanisms that will measure the success of the program.

Recently, the City of Hurst agreed to partner with the City of Bedford as a collaborative effort to streamline resources for this specialized Unit. If the grant is funded, the City of Hurst Police Department will be assigning one officer to office out of the RVU storefront.

The merging of the two cities is a logical endeavor as the cities of Bedford, Hurst and Euless share a Crime Victims/Domestic Violence Coordinator position. Further, the City of Hurst is requesting grant funding for a Mental Health Coordinator position to serve all three cities. In order to have better coordination between jurisdictions and a more concentrated effort towards victims, grant funding is being requested to house the four officers (three from the Bedford and one from Hurst) and the shared positions of Crime Victims/Domestic Violence Coordinator, the Mental Health Coordinator, the University of North Texas Intern, and two part-time volunteers into one centralized location. The desired location of the storefront operation will be along the shared city limit borders of Bedford and Hurst.

In addition to streamlining resources, the storefront operation would help to alleviate the Police Department's office space issues as listed below:

- Three officers and a part-time intern from the University of North Texas are assigned to the City of Bedford's RVU. They currently office at the Police Department in two adjoining offices that are small in nature (one office = 108 square feet, second office = 128 square feet). Due to the size of these offices, space is not available within this area to meet and/or interview victims.
- The Crime Victims/Domestic Violence Coordinator position and a part-time volunteer to this position office in another area of the Department out of an open cubicle within the Community Services Division. This space does not offer any privacy and is not conducive with meeting with victims of crime.
- The Department is very limited on space and does not currently have available office space to house a Mental Health Coordinator position. Should this position be grant funded, it would most likely have to share the desk/office area with the Crime Victims/Domestic Violence Coordinator.

Combining resources from both Departments into one centralized area will increase the coordination between the jurisdictions and the shared positions. Victims can be afforded "one stop shopping" as they meet with officers, Crime Victims Coordinator and/or the Mental Health Coordinator (often times, mental health issues and domestic violence issues cross over). It will provide a more concentrated effort in addressing a police and community issue regarding victims of repeated offenses. Further, a location that is not deemed a "police department" provides a more conducive environment for victims who are apprehensive about meeting these same professionals at a law enforcement agency.

If City Council agrees to continue to pursue grant funding for this joint venture, a resolution will be brought forth for approval at the March 25, 2014, City Council meeting.

The Office of the Governor, Criminal Justice grant does not require a cash match.

**ATTACHMENTS:**

N/A



# Council Agenda Background

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**PRESENTER:** William Syblon, Development Director

**DATE:** 03/11/14

**Work Session**

**ITEM:**

Discussion regarding combining the Building and Standards Commission and the Zoning Board of Adjustment into a single entity called the Board of Adjustment.

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

The case loads for the Building and Standards Commission and the Zoning Board of Adjustment have been reduced in recent years. Additionally, the Building and Standards Commission has only three appointed members, one of whom has been ill and unable to attend meetings and therefore, the Commission cannot meet its quorum requirements. Creating one hearing body for variances, special exceptions, sign variances, and a waiver from certain building materials would allow for a more streamlined process to hear these types of cases.

Staff is requesting direction by the City Council to pursue combining of these two entities into one and naming it Board of Adjustment.

**ATTACHMENTS:**

N/A



# Council Agenda Background

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**PRESENTER:** David Miller, Deputy City Manager

**DATE:** 03/11/14

**Work Session**

**ITEM:**

Discussion regarding a masonry wall behind the old library building.

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

The Zoning Ordinance requires that a masonry wall be erected between commercial and residential properties. The old library building is adjacent to properties that are zoned single-family residential and multi-family residential. When the building was rezoned to commercial to allow for TXI to lease the building, it triggered the requirement that a masonry wall be erected. Both residential properties have requested in writing to the City that a masonry wall not be constructed. Staff will present options for Council to consider regarding this issue.

**ATTACHMENTS:**

N/A



# Council Agenda Background

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**PRESENTER:** Michael Wells, City Secretary

**DATE:** 03/11/14

**Minutes**

**ITEM:**

Consider approval of the following City Council minutes:

- a) February 24, 2014 joint work session
- b) February 25, 2014 regular meeting

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

N/A

**ATTACHMENTS:**

February 24, 2014 joint work session  
February 25, 2014 regular meeting

STATE OF TEXAS §  
COUNTY OF TARRANT §  
CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in joint work session with the Cultural Commission at 6:30 p.m. in the Meeting Room of the TXI Building at 2801 L. Don Dodson on the 24th day of February, 2014 with the following members present:

Jim Griffin	Mayor
Michael Boyter	Council Members
Chris Brown	
Jim Davisson	
Patricia Nolan	
Ray Champney	
Roy W. Turner	

constituting a quorum.

The following members of the Cultural Commission were present:

Alicia McGlinchey	Chairperson
Dr. Paul Davis	Commission Members
Tom Jacobsen	
Lee Koch	
JoLynne Jensen	
Barbara Speares	
Josh Santillan	Alternate
Debbi Savage	Alternate

constituting a quorum.

Staff present included:

Beverly Griffith	City Manager
David Miller	Deputy City Manager
Mirenda McQuagge-Walden	Managing Director

### **CALL TO ORDER/GENERAL COMMENTS**

Mayor Griffin the Work Session to order at 6:06 p.m.

### **JOINT WORK SESSION**

Mayor Griffin stated that the purpose of the meeting was to get the two groups together to nail down specific paths to take moving forward. There was discussion on the Cultural Commission's presentation to Council and the Council's actions to make Bedford an arts-friendly community. Mayor Griffin stated that a resolution revising the Council Vision Statement to include arts and culture will be on a future Council agenda.

Regarding evaluating City ordinances, policies, and fees, Chairperson Alicia McGlinchey stated that she hopes that if someone at some point wanted to paint a mural in the City. that they would not face restrictions. There was discussion on the fee schedule at the Old Bedford School and how it prohibits

some performing arts groups from using the facility and that the City may want to consider a different fee structure for non-profit and small groups. It was stated that the Library does have a fee structure for different types of groups. There was discussion regarding empowering staff to promote art, music and cultural assets by including art in various events put on by different departments; and telling staff that this is the type of city they want to be and directing them to look into their own department to see where art can be incorporated.

There was discussion on evaluating the City event calendar for balanced year round programming; and getting arts groups, churches, the HEB ISD, Tarrant County College and local hotels together to discuss calendaring and marketing events. It was stated that a staff person is needed to maintain a web-based calendar; that there are various calendar models to choose from; that both visitors and locals to be able to search the calendar web page; and that it is the preference of the Commission to have City staff run the calendar website.

Regarding a pro-active pursuit of arts related businesses and economic development, Ms. McGlinchey stated that after talks with local artists, there was feedback that these groups would like to be able to buy art and music supplies locally. While purchases are made on-line, most groups go to Fort Worth. Arts-related businesses also mean art galleries, dance studios etc. There was discussion on the various types of art programs offered at the Boys Ranch; the importance of a robust dynamic calendar in establishing the City as an art-friendly community; and utilizing empty retail space as a location for local artists to showcase their art or for small theater productions.

Mayor Griffin stated that he and the Council are very interested in establishing culture and looking at ways to grow that aspect in the long-term vision of Bedford; that culture is a key element of the CBDZ; and that when meetings with the design consultant are held, Council will discuss design criteria and walk-ability and a more definitive scope of what they want the CBDZ to look like. There was discussion on the Commission's concerns that the CBDZ plan does not include the Cultural District and the Bedford Boys Ranch in the scope of work; the lack of connectivity between the Cultural District and the Bedford Boys Ranch; that the Park, Cultural District, and CBDZ Master Plans do not seem to be connected or done by the same person and that the Park Master Plan does not include the cultural facilities at all; and that none of the plans show how these areas are connected.

There was discussion on creating a logo and branding for culture and arts that will capture what is going on in Bedford; establishing standards for signage, banners and landscape to identify culture; that there is a desire to collaborate more, to share resources, to bring artists together; and for the Commission continuing to host ArtsTalk with staff support.

There was discussion on moving forward with applying for a 501(c)3 designation; if there is an opportunity to reestablish the Bedford Historical Foundation; creating a Historical/Cultural Foundation; and utilizing the funds raised by the Historical Foundation and how best to use the Cultural Commission.

Ms. McGlinchey stated that the Commission would like direction from Council on how to best spend their time. There was discussion on the website for a calendar and that it would be a staff function to ensure that it is functioning. It was discussed that obtaining the Cultural District designation from the State is still important to the Council.

Mayor Griffin asked, whether it would be enough moving forward to continue with the ArtsTalks; create a calendar; and promote and market the existing entities that are in Bedford today that this becomes part of the vision of the City? It was stated that it is important to push forward with the CBDZ and connect the cultural areas to it; concerns that the CBDZ will not be underway by the 1/15/15 application deadline; that the response from the Texas Commission on the Arts stated that the City did not demonstrate community involvement and a laid out plan of activity; and that the City now clearly demonstrates community involvement because of various art events; that it is important to visually show that Bedford is an arts community and empowering staff to include art at various City events and buildings.

It was discussed that there are five areas that need to happen: a plan that incorporates the Bedford Boys Ranch and the CBDZ; signage and that there is nothing that designates a cultural district; marketing, including a brochure with the calendar and websites of various arts groups; ArtsTalks to include artists, arts organizations and community people; and that a master calendar is critical as is piggybacking with smaller events on quarterly anchor events.

In response to questions from Council, Ms. Jensen stated that a letter of intent is due on January 1; that a very strong letter of intent can be written to receive an invitation to submit the full proposal; that the full proposal is due June 15; that if there is steady progress each month, there is every reason to believe that the designation would be offered; that there are grants that can be applied for without the designation, but only as a 501(c)3; that if a 501(c)3 was obtained there would be no downside in not getting the designation and that the upside is that it would open up additional funding opportunities.

Mayor Griffin stated that it is important for the Commission to work towards obtaining a 501(c)3; that the City will not pay the application fee; that by-laws, a mission statement, a two-year plan and a fundraising plan are needed; and that there are consultants that will do the work for a group. It was suggested that the Council's mission statement include "Support Arts and Culture."

### **ADJOURNMENT**

Mayor Griffin adjourned the meeting at 8:26 p.m.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

**The City Council of the City of Bedford, Texas, met in Work Session at 6:00 p.m. and Regular Session at 6:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 25th day of February, 2014 with the following members present:**

Jim Griffin	Mayor
Michael Boyter	Council Members
Chris Brown	
Ray Champney	
Jim Davisson	
Patricia Nolan	
Roy W. Turner	

constituting a quorum.

Staff present included:

Beverly Griffith	City Manager
David Miller	Deputy City Manager
Cathy Cunningham	City Attorney
Michael Wells	City Secretary
Cliff Blackwell	Administrative Services Director
Roger Gibson	Police Chief
Tom Hoover	Public Works Director
Mirenda McQuagge-Walden	Managing Director
Maria Redburn	Library Manager
Jacquelyn Reyff	Planning Manager
Bill Syblon	Development Director

### **WORK SESSION**

Mayor Griffin called the Work Session to order at 6:00 p.m.

- **Review and discuss items on the regular agenda and consider placing items for approval by consent.**

Council discussed placing the following items on consent: 3, 7, 8, 9, 10, 11, 12 and tabling Item #5 until the March 25 Council meeting.

Deputy City Manager David Miller presented information on Item #5, which is for entering into a partnership with Utility Service Partners for water and sewer line insurance. Their program is endorsed by the National League of Cities and would be offered by the company, not the City. It would provide insurance protection and coverage for sewer lines from the City's point of entry to the house and/or water lines from the tap to the house. Council had asked that staff bring this item back for consideration.

In answer to questions from Council regarding the City endorsing the program and verbiage of the letter to go out to residents, Brian Davis with Utility Service Partners stated that there are four versions of the letter the City can choose from; that using an endorsement-type of letter would yield the highest homeowner participation; that the program is first and foremost an awareness campaign; that if the City does not authorize the program, the company would not offer it in Bedford; that other companies solicit in the City but that less than one percent will enroll through direct mail marketing; and that the letter can be edited to satisfy the City. There was discussion on using the verbiage from the resolution and concerns about the City marketing the company. Mr. Davis stated that the company is paying for

everything, and by having the City logo on the envelope, more residents would open the letters and enroll, so the company does not have to come up with exclusions. There was further discussion on concerns over endorsing the company or a product; the age of facilities in the City; citizens contacting the City about this type of program; the company being endorsed by the National League of Cities; citizens making their own decisions; the City evaluating other options; and concerns with the City advocating for a company which is in a market with other companies. In answer to questions from Council regarding the company not offering their product without the City's endorsement, Mr. Davis stated that they do not deny claims unless the homeowner has not paid for their service, and that they cover up to \$8,000 for the lines. He discussed other private-public partnerships; adding language to the letter about other companies; that it is a partnership and an endorsement; and that they would only use Bedford-based plumbers, so the money stays in the community. There was further discussion on the verbiage of the letter and it coming from the City; tabling the item to allow Council and staff to review letter templates; Council not receiving the letter or templates beforehand; and giving unfair advantage to businesses and influencing the market place. Mr. Davis stated that they get about a 25 percent enrollment in North Texas; that the company would do better with the logo; and that there is not another company doing what they are doing, which is water and sewer line repair and replacement. There was discussion on the packet of information received by Council previously; having the letter state that the City would receive money per sign up; that the company approached the City; and whether there needed to be a bidding process. Mr. Miller stated that the RFP process was already done through the North Central Texas Council of Governments and that they would bring back the process that they went through for their selection. Council was of the consensus to table this item until the March 25 Council meeting.

City Secretary Michael Wells presented information regarding Item #7, which is to order a special election for May 10, 2014 for proposed amendments to the City Charter. He stated that it would be held in conjunction with the regular election and that the amendments are as presented by Roy Savage, Chairperson of the Charter Review Committee, at the previous Council meeting. There was discussion on combining the municipal court with other cities; and concerns over eliminating the term limits for the judge.

Public Works Director Tom Hoover presented information regarding Item #11, which is a changer order for the largest valve replacement as part of the Northwest Pressure Plane Project, in the amount of \$15,500. At the previous meeting, there was an agenda item rejecting bids for the valve replacement and there are significant savings in rejecting the bids and bringing the valve replacements in-house.

Administrative Services Director Cliff Blackwell presented information regarding Item #9. He stated that the City uses an independent audit firm to audit their financials; to test to see if they are prudent, fiscally responsible, and if there are any material misstatements; and to test internal controls to see if they are susceptible to fraud. Kevin Kemp with BKD discussed the City receiving the Certificate of Achievement given by the Government Finance Officers Association (GFOA) for the 17th consecutive year and that they should receive it again this year; that BKD issued an unmodified opinion, which is a clean opinion; highlights for 2013 as compared to 2012; a ten-year trend on financials, revenues, debt capacity, demographics, economics, and operations; that the audit was done with generally and governmentally accepted auditing standards; that they did not have any concerns with the City's accounting policies and procedures; that they agree with the City's accounting estimates; that they did propose some audit adjustments; that there was discussion on an issue with internal controls; and that the City is currently tweaking some policies and procedures. In answer to questions from Council, Mr. Kemp stated that the Certificate of Achievement is based on a list of requirements of the GFOA to which the City has to adhere.

Mayor Griffin adjourned the Work Session at 6:55 p.m.

### **EXECUTIVE SESSION**

**To convene in the conference room in compliance with Section 551.001 et. Seq. Texas Government Code, to discuss the following:**

- a) Pursuant to Section 551.071, consultation with City Attorney regarding pending or contemplated litigation regarding 533 Bedford Road.**

The Executive Session was not held.

### **REGULAR SESSION 6:30 P.M.**

The Regular Session began at 6:55 p.m.

### **CALL TO ORDER/GENERAL COMMENTS**

Mayor Griffin called the meeting to order.

### **INVOCATION (Senior Pastor Nosa Onaiwu, Arise and Shine International Ministries)**

Senior Pastor Nosa Onaiwu from Arise and Shine International Ministries gave the invocation.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was given.

### **OPEN FORUM**

Nobody chose to speak during Open Forum.

### **CONSIDER APPROVAL OF ITEMS BY CONSENT**

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve the following items by consent: 3, 7, 8, 9, 10, 11, 12 and to table Item #5 until the March 25 Council meeting.

Motion approved 7-0-0. Mayor Griffin declared the motion carried.

### **COUNCIL RECOGNITION**

#### **1. Employee Service Recognition**

The following employees received recognition for dedicated service and commitment to the City of Bedford:

Brett Bowen, Police Department – 10 years of service  
Mike Cottrell, Public Services – 20 years of service

#### **2. Proclamation declaring March 2014 as Multiple Myeloma Awareness Month in the City of Bedford.**

Mayor Griffin read a proclamation declaring March 2014 as Multiple Myeloma Awareness Month in the City of Bedford. Albert Rockwell with the North Texas Multiple Myeloma Support Group was present to accept the proclamation.

### **APPROVAL OF THE MINUTES**

#### **3. Consider approval of the following City Council minutes: a) February 11, 2014**

This item was approved by consent.

### **PERSONS TO BE HEARD**

#### **4. The following individuals have requested to speak to the Council tonight under Persons to be Heard.**

- a) **Norman Ashton, 3304 Norman Lane, Bedford, Texas 76021 – Requested to speak to the Council regarding home businesses.**

Mr. Ashton withdrew his request to speak.

### **OLD BUSINESS**

5. **Consider a resolution authorizing the City Manager to enter into a Marketing License Agreement with Utility Service Partners (d/b/a Service Line Warranties of America) for the National League of Cities (NLC) Service Line Warranty Program.**

This item was tabled to the March 25, 2014 Council Meeting.

### **NEW BUSINESS**

6. **Public hearing and consider an ordinance to rezone the property known as Lots CR, and ER, Block 4, Bedford Forum Addition, located at 3737 Airport Freeway, Bedford, Texas; amending Ordinance Number 00-2554 from Heavy Commercial/Specific Use Permit/Auto Sales, and Ordinance Number 02-2655 from Heavy Commercial/Amended Specific Use Permit/Auto Sales, Service and Repair, to Heavy Commercial/Amended Specific Use Permit/New & Used Cars & Truck Sales/Service specific to Section 3.2.c(8)d, NEW AND USED CARS AND TRUCK SALES AND SERVICE of the City of Bedford Zoning Ordinance allowing for used car sales for Mac Churchill AutoMall. The property is generally located north of State Highway 183 and east of State Highway 121. (Z-245)**

Planning Manager Jacquelyn Reyff presented information regarding this ordinance. The case is to locate Mac Churchill Automall at 3737 Airport Freeway with the principle land use being to sell used automobiles. The location previously housed a new car dealership and has remained without an operator for three years. At a previous Council meeting, Council approved amending the Zoning Ordinance to remove the restricted use section of the Master Highway Corridor Overlay District (MHC) to allow for used car and truck sales as a principle use. There would be minimal changes to the site, so if there is any legal non-conformity, they would not be required to come into conformance at this time. Any changes greater than 20 percent would have to come into conformance. The property is zoned H-Heavy Commercial and is in the MHC, and the sale of used cars would be a permitted use with a Specific Use Permit. The property totals 11.1 acres and the building area is 66,181 square feet. There is ample parking with 681 spaces. The only changes to the site would be painting and replacing landscaping. The site is legal non-conforming for front yard setback and landscaping due to the highway expansion. If changes are made based on Section 5.4.A(2) of the Zoning Ordinance, then the site would have to come into compliance with the MHC. The Comprehensive Plan indicates the location to be commercial so there is no conflict with the Plan. The Planning and Zoning Commission approved this case with the stipulations that the SUP shall be granted to the specific name of the business and not run with the land or be applicable to any subsequent user, and that any repainting would have to be earth tone in color. In answer to a question from Council, Ms. Reyff stated that parking goes with the use of the building.

Mayor Griffin opened the public hearing at 7:09 p.m.

Al Zim - 1804 Reliance Parkway, Bedford – Mr. Zim stated that he is the only property owner adjacent to the site and he endorses this activity to bring the building, which has been vacant, back to real life. He stated that Mr. Churchill has done a marvelous thing for the City and that it would help with property and sales tax. It is his opinion that the Council should endorse this 100 percent to start the business as soon as possible and thank Mr. Churchill. He stated that the first restriction from the Planning and Zoning Commission was too harsh and that if another company would come in, they would have plenty of money and be a reputable organization.

Mayor Griffin closed the public hearing at 7:12 p.m.

Motioned by Councilmember Davisson, seconded by Councilmember Nolan, to approve an ordinance to rezone the property known as Lots CR, and ER, Block 4, Bedford Forum Addition, located at 3737 Airport Freeway, Bedford, Texas; amending Ordinance Number 00-2554 from Heavy Commercial/Specific Use Permit/Auto Sales, and Ordinance Number 02-2655 from Heavy Commercial/Amended Specific Use Permit/Auto Sales, Service and Repair, to Heavy Commercial/Amended Specific Use Permit/New & Used Cars & Truck Sales/Service specific to Section 3.2.c(8)d, NEW AND USED CARS AND TRUCK SALES AND SERVICE of the City of Bedford Zoning Ordinance allowing for used car sales for Mac Churchill AutoMall. The property is generally located north of State Highway 183 and east of State Highway 121 to include the stipulations set out by the Planning and Zoning Commission.

Motion approved 7-0-0. Mayor Griffin declared the motion carried.

- 7. Consider an ordinance calling an election to be held on May 10, 2014, in the City of Bedford, Texas for the purpose of submitting to the qualified voters of the City of Bedford for the adoption or rejection of proposed amendments to the existing city charter; designating the official polling places and appointing election officials; prescribing the form of the ballots; providing for notice of the election; and providing generally for the conduct of the election.**

This item was approved by consent.

- 8. Consider a resolution authorizing the City Manager to expend funds for an annual payment in the amount of \$45,072 for the renewal of the extended maintenance, technical support agreement and server replacement plan with Innovative Interfaces, Inc.**

This item was approved by consent.

- 9. Consider a resolution accepting the report from the independent auditor and the audited financial statements for the fiscal year ended September 30, 2013 and providing an effective date.**

This item was approved by consent.

- 10. Consider a resolution authorizing the City Manager to enter into an additional software license agreement with New World Systems for the replacement of the City's Municipal Public Administration Software application in an amount not to exceed \$617,240, which includes a one-time technology upgrade of \$572,240 in software costs and \$45,000 in travel and training costs.**

This item was approved by consent.

- 11. Consider a resolution authorizing the City Manager to approve Change Order Number One for the Northwest Pressure Plane Project in an amount not to exceed \$15,500.**

This item was approved by consent.

- 12. Consider a resolution authorizing the City Manager to enter into a professional services contract with Pacheco Koch, LLC in the amount of \$22,446 for the Simpson Terrace Elevated Storage Tank Interior Coating Project.**

This item was approved by consent.

- 13. Report on most recent meeting of the following Boards and Commissions:**
  - ✓ **Animal Shelter Advisory Board - Councilmember Boyter**

Councilmember Boyter discussed the upcoming Pet Fair.

- ✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner reminded everybody about the Clean Up Bedford and Chunk Your Junk Days on March 29.

✓ **Community Affairs Commission - Councilmember Boyter**

Councilmember Boyter mentioned several members of the Commission in attendance including Cynthia Williams, Roy Savage and Gary Morlock. He reported that the Commission's last meeting was lively and efficiently produced. It was an opportunity to sit down and discuss what the members liked about the City as well as future opportunities including: being the center of everything; the quality of life; the homey feel of the community; the spirit of volunteerism; the Boys Ranch; being business friendly; getting more people involved in the community; what the City can do to draw in more and higher-end businesses; encouraging recycling in City facilities; spending less time nit-picking certain ordinances; walking trails and healthier living; improving the City's website and ability to communicate with residents and other people; and improving facilities in the southern part of the City.

✓ **Cultural Commission - Councilmember Nolan**

Councilmember Nolan reported that the Commission had a joint meeting with the Council the previous night regarding the Cultural District designation and that they do not have a meeting for another week.

✓ **Investment Committee - Councilmember Turner**

Councilmember Turner reported that the Commission met on February 20 and that the City's money is safe and secure as proscribed by the City's Charter. Regulations are adhered to and investments are in a very safe area. The market for such safe investments is poor and the City's overall return for 2013 was 18 basis points. The amount of money being invested is \$29,850,652 in three major areas of investment, the most rewarding of which are CDs with a return of 46 basis points. Pools of money market funds have a return of 8 percent and there is a compensating balance of \$4M, which is maintained at no interest but has an equivalent return of 1.04 percent.

✓ **Library Board - Councilmember Davisson**

Councilmember Davisson reported that the Board passed changes to the Library's donation and gifts policies.

✓ **Parks & Recreation Board - Councilmember Davisson**

Councilmember Davisson reported that the Board discussed their goals, the most notable of which is the second phase of the Dog Park.

✓ **Senior Citizen Advisory Board - Councilmember Turner**

Councilmember Turner reported that the Board will next meet in April.

✓ **Teen Court Advisory Board - Councilmember Champney**

Councilmember Champney reported that the Teen Court Banquet is April 3.

## **14. Council member reports**

Councilmember Davisson reported that Seuss Fest will be held at the Library on March 2 from 1:00 p.m. to 4:00 p.m. The event has gone from 250 people to more than 2,500. There will be some outdoor activities and there will be extra face painters and balloonists.

Mayor Griffin reported on the joint work session with the Cultural Commission and that they want to find a way to be more proactive and supportive of promoting, marketing, and highlighting what is going on in

the City as far as culture. There was discussion on opportunities that exist in the community and moving forward on a joint effort to promote the whole concept.

**15. City Manager/Staff Reports**

City Manager Beverly Griffith stated that the Pet Fair will be held on April 12.

**16. Take any action necessary as a result of the Executive Session**

The Executive Session was not held.

**ADJOURNMENT**

Mayor Griffin adjourned the meeting at 7:25 p.m.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary



# Council Agenda Background

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**PRESENTER:** See below

**DATE:** 03/11/14

**Persons to be Heard**

**ITEM:**

- a) Norman Ashton, 3304 Norman Lane, Bedford, Texas 76021 – Requested to speak to the Council regarding home businesses.

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

N/A

**ATTACHMENTS:**

Letter of Request

-----Original Message-----

From: Norman Ashton [REDACTED]

Sent: Wednesday, February 19, 2014 4:01 AM

To: Wells, Michael

Subject: City Council Meeting

Mr. Wells,

I would like to request the opportunity to speak to the City Council during their next scheduled meeting on February 26. My topic of discussion will be "Home Businesses". I may have a short presentation, but due to my work schedule that will not be completed today, Wednesday, February 19. I could speak without the presentation, but I think a power point presentation would be more beneficial to the Council. Could I have until close of business Thursday to submit the presentation to you, but go ahead and ask to be placed on the agenda/list?

Sincerely,

Norman Ashton

3304 Norman Ln.

Bedford, Texas 76021

[REDACTED]



# Council Agenda Background

**PRESENTER:** Mayor and Council

**DATE:** 03/11/14

**Council Mission Area:** Be responsive to the needs of the community.

**ITEM:**

Consider a resolution of the City Council of the City of Bedford, Texas amending the Mission Statement and the Focus Areas for the City of Bedford as determined during the 2014 City Council Strategic Planning Session, to be effective upon its passage.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

On January 24, 2014, the City Council met in a Strategic Planning Session to review their goals and priorities. During the Session, Council discussed adding "Support arts and culture" to their Mission Statement and renaming the "Critical Focus Areas" to "Focus Areas." The attached resolution reflects those discussed changes.

**RECOMMENDATION:**

If Council wishes to adopt the amended Mission Statement and Focus Areas for the City of Bedford established during the 2014 Council Strategic Planning Conference, staff recommends the following motion:

Approval of a resolution of the City Council of the City of Bedford, Texas amending the Mission Statement and the Focus Areas for the City of Bedford as determined during the 2014 City Council Strategic Planning Session, to be effective upon its passage.

**FISCAL IMPACT:**

N/A

**ATTACHMENTS:**

Resolution

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS AMENDING THE MISSION STATEMENT AND THE FOCUS AREAS FOR THE CITY OF BEDFORD AS DETERMINED DURING THE 2014 CITY COUNCIL STRATEGIC PLANNING SESSION, TO BE EFFECTIVE UPON ITS PASSAGE.

WHEREAS, the City Council of Bedford, Texas discussed their Vision and Mission Statements as well as their Critical Focus Areas for the City of Bedford during their 2014 City Council Strategic Planning Session; and,

WHEREAS, the City Council of Bedford, Texas determined it to be in the best interest of the City to make no changes to their Vision Statement; and,

WHEREAS, the City Council of Bedford, Texas determined it to be in the best interest of the City to amend their Mission Statement by including, "Support arts and culture;" and,

WHEREAS, the City Council of Bedford, Texas determined it to be in the best interest of the City to change the "Critical Focus Areas" to "Focus Areas."

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

SECTION 1. That the recitals above are found to be true and correct, and are incorporated herein.

SECTION 2. That the Vision Statement of the City Council reads in its entirety as follows:

Vision Statement: To be a quality residential community balanced with an environment for planned economic vitality.

SECTION 3. That the Mission Statement of the City Council is amended to read in its entirety as follows:

Mission Statement:

- Be responsive to the needs of the community
- Demonstrate excellent customer service in an efficient manner
- Provide for a safe and friendly community environment
- Foster economic growth
- Protect the vitality of neighborhoods
- Encourage citizen involvement
- Support arts and culture

SECTION 4. That the City Council's "Critical Focus Areas" are amended to "Focus Areas" and read in their entirety as follows:

A. Economic Development:

GOAL: Develop a plan to create and foster an environment that encourages redevelopment, business retention, attraction and creation in order to foster economic growth through a managed and balanced approach.

The objectives for this goal are as follows:

- Adopt business friendly policies
- Update the comprehensive plan including creating strategies for specific site locations
- Continue to develop a business strategy for economic development
- Create a strategy to maximize potential benefits of the 183 expansion

B. City Codes:

GOAL: Present the City in a manner that creates an image of success by providing resources required to meet these goals and objectives.

The objective for this goal is as follows:

Enforce and as necessary upgrade ordinances in order to promote and continuously improve:

- Health
- Safety
- Overall appearance of the community

**C. Budget:**

**GOAL:** Develop a budget that will prioritize, control expenditures and support economic development, city infrastructure and quality of life opportunities.

The objectives for this goal are as follows:

- Resources for support of economic development
- Code enforcement
- Parks and recreation
- Investment in staff satisfaction
- Library
- Roads/Drainage/Water

**SECTION 5.** That this resolution shall be in full force and effect from and after its passage and approval.

**PRESENTED AND PASSED** this 11th day of March, 2014, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

\_\_\_\_\_  
**Jim Griffin, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michael Wells, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Stan Lowry, City Attorney**



# Council Agenda Background

**PRESENTER:** Don Henderson, Parks Superintendent

**DATE:** 03/11/14

**Council Mission Area:** Provide a safe and friendly community environment.

**ITEM:**

Consider a resolution authorizing the purchase and installation of replacement shower units at Splash in the amount of \$24,996 from Riley Plumbing and Mechanical.

**City Attorney Review:** Yes

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

Funding of \$28,000 was included in FY 2013/14 Aquatics Maintenance Fund for the Splash shower stall improvements. These improvements include the replacement of the 18 existing units and hardware with a push button system with automatic shut off valves. The replacement units consist of an aqua panel with a metering shower valve (model Z7533). The current units are over 10 years old and are not automatic.

On February 2, 2014 and February 9, 2014, the City advertised for bids for installation of shower units for Splash. Four contractors picked up bids and two bids were received and opened on February 18, 2014.

Riley Plumbing & Mechanical	\$ 24,996
M.D. Dutton & Associates	\$ 25,550

There is a one-year warranty on the parts and labor and the project should be complete by early May.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the purchase and installation of replacement shower units at Splash in the amount of \$24,996 from Riley Plumbing and Mechanical.

**FISCAL IMPACT:**

Aquatic Maintenance Fund:	
Budget	\$28,000
Bid Amount	\$24,996
Difference	\$ 3,004

**ATTACHMENTS:**

Resolution  
Bid tab

RESOLUTION NO. 14-

A RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF REPLACEMENT SHOWER UNITS AT SPLASH IN THE AMOUNT OF \$24,996 FROM RILEY PLUMBING AND MECHANICAL.

WHEREAS, the City Council of Bedford, Texas has determined the necessity to replace the shower units at Splash; and,

WHEREAS, the City Council of Bedford, Texas recognizes the importance of improving the efficiency and quality of the shower units at Splash.

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

SECTION 1. That the recitals above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the purchase and installation of shower units at Splash for \$24,996.

SECTION 3. That funding will come from the Aquatic Maintenance Fund.

PRESENTED AND PASSED this 11th day of March, 2014, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

\_\_\_\_\_  
Jim Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Michael Wells, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Stan Lowry City Attorney

SUMMARY						
COMPANY	EXECUTED PROPOSAL	ADDENDUM	BID BOND			
RILEY Plumbing & Mechanical		N/A		24,996 <sup>00</sup>		
M.D. Dutton and Associates		N/A		25,550 <sup>00</sup>		
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				
		N/A				

Signature Joseph P. Lisco

Date 2-18-14