

AGENDA

Regular Meeting of the Bedford City Council
Tuesday, May 24, 2016
Bedford City Hall Building A
2000 Forest Ridge Drive
Bedford, Texas 76021

Council Chamber Work Session 6:15 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>

COUNCIL CHAMBER WORK SESSION

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

REGULAR SESSION

CALL TO ORDER/GENERAL COMMENTS

INVOCATION (Pastor Robert Sutton, First Baptist Church of Bedford)

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS/UPCOMING EVENTS

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

COUNCIL RECOGNITION

1. Presentation of the City Manager Service Award.

APPROVAL OF THE MINUTES

2. Consider approval of the following City Council minutes:
 - a) May 10, 2016 regular session
 - b) May 11, 2016 work session

PERSONS TO BE HEARD

3. The following individual has requested to speak to the Council tonight under Persons to be Heard:
 - a) Jeaneth Helton, 2813 Jasmine Court, Bedford, Texas 76021 – Request to speak to Council regarding healthy food options for the children attending the Bedford Boys Ranch summer camp 2016.

NEW BUSINESS

4. Consider a resolution authorizing the City Manager to enter into an agreement with Tech Logic for a Full Service Program Agreement in the amount of \$18,950.
5. Consider a resolution authorizing the City Manager to enter into agreements with Tech Logic for a Self-Checkout Software License Renewal and Extended Hardware Warranty Agreement in the amount of \$9,597.
6. Consider a resolution authorizing the City Manager to enter into a contract with Peachtree Construction, LTD in the amount of \$153,250 for the Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project.
7. Report on most recent meeting of the following Boards and Commissions:
 - ✓ Animal Shelter Advisory Board - Councilmember Fisher
 - ✓ Beautification Commission - Councilmember Turner
 - ✓ Community Affairs Commission - Councilmember Farco
 - ✓ Cultural Commission - Councilmember Champney
 - ✓ Library Advisory Board - Councilmember Farco
 - ✓ Parks and Recreation Board - Councilmember Sartor
 - ✓ Teen Court Advisory Board - Councilmember Gebhart
 - ✓ Senior Citizen Liaison - Councilmember Turner
8. Council member Reports
9. City Manager/Staff Reports

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, May 20, 2016 at 5:00 p.m., and remained so posted at least 72 hours before said meeting convened.

Michael Wells, City Secretary

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. Some requests may take longer due to the nature, extent and/or availability of such auxiliary aids, services or accommodations.)



Council Agenda Background

<u>PRESENTER:</u> Jill McAdams, HR Director Jeff Gibson, Police Chief Bobby Sewell, Interim Fire Chief	<u>DATE:</u> 05/24/16
Council Recognition	
<u>ITEM:</u> Recognition of Public Safety employees for the City Manager Service Award. City Manager Review: _____	
<u>DISCUSSION:</u> <p>The Employee Recognition Award Program was redeveloped in 2014 by the Emerging Leaders Program Class I participants as their capstone project. The Program includes a focus on the PRIDE (Passion, Respect, Innovation, Dependability, and Ethics) core values. For the City Manager’s Service Award the nominees actions must project a positive image of the City and must demonstrate at least three of the PRIDE values. Nominations are voted on by the most recent graduating Emerging Leaders Class participants.</p> <p>The following employees were nominated by the Police and Fire Administrations:</p> <ul style="list-style-type: none">• Fire Lieutenant Clifford Box• Firefighter II Cameron Hall• Firefighter I Karina Ramos• Firefighter II Jorge Sahagun• Firefighter II Lee Marshall• Fire Engineer John Henrichsen• Police Officer II Tara Noble• Police Officer II Leslie Preuss <p>The nomination reads:</p> <p>An engine crew was dispatched for a lift assist. Law Enforcement personnel were on scene and informed the Fire Department that they were initially dispatched on a welfare check. The officers informed Fire personnel that they had entered the residence and found the resident unable to get off the floor. The officers attempted to get the resident up off the floor several times themselves before calling for Fire Department assistance.</p> <p>Fire Department personnel entered the residence and found a very obese resident unable to get off the floor. After several attempts, with assistance of the officers, additional manpower was requested. With all eight responders, they were able to get the resident up off the floor.</p> <p>The resident’s home was found to be littered with trash; all rooms were filled with boxes with just enough room to walk through. The resident was only able to lay or sit on her bed because the rest of her room and house was filled with trash and belongings. The mattress was soaked with urine and the entire house smelled strongly because of it.</p> <p>The resident’s daughter recently moved in, but inherited the hoarding and unsanitary living conditions. The daughter informed public safety personnel that she was doing the best that she could, but was overwhelmed and did not know where to start. Both mother and daughter are unemployed and have not been able to find jobs. The mother is part of the JPS network and they have tried to get help through other community resources. The daughter said that a social worker was supposed to come out and visit the home and assess the situation because the daughter</p>	

needed help caring for her mother. To date, this has not happened.

These employees spent approximately one hour on the call assessing the situation and attempting to provide possible resources to the two residents. Before leaving the scene, fire personnel decided the best course of action was to provide immediate relief to the family. These employees took up a collection from everyone on the call and purchased a new queen size mattress and box spring. A Medic crew went to the store to purchase the new bed, which was delivered a short time later. Officers were requested back on the scene to assist. During this time, these employees asked the daughter if they could move some items from the mother's bedroom to allow her room to move around. They removed the old mattress and did a quick clean up before moving the new bed in. These employees also cleaned up the living area so that she would have a place to sit other than her bedroom.

These employees displayed the following PRIDE values:

- **Passion:** These employees all “put more energy into something than what is required.” They did their jobs to the fullest. When Police realized they needed more help, they called the Fire Department out and with all eight of them, they were able to assist this citizen. Technically, since there were no injuries to the citizen, their jobs were done, but they did not leave. They realized that they could not leave this woman in the same conditions as when they arrived. So together they came up with a better plan and acted on it. By purchasing this woman a new bed and going as far as cleaning out some of the items in her way, they went above and beyond what was required in their job.
- **Respect:** “Treating people in the manner in which you expect to be treated”... this group of employees did exactly that. They treated this family with respect and did not look down upon them for the way that they were living. They respected them enough to know that the family needed help and that they could provide a small amount of assistance to this woman while they were there. No one wants to be treated less than anyone else and these employees showed this family exactly that; they are not any better than them. The family was going through a rough time and our employees stepped in to help out where they could.
- **Dependability:** “Doing what we say we will do” and “Doing what we are obligated to do”...The Fire Department has a mission statement that reads as follows: “To serve the Community with excellence, prevent harm, care for people, survive and be nice.” When you read that statement you can see that our employees did exactly what the mission statement says we are going to do. They served the community by responding to a call when they were needed. When they arrived at the house and saw the living conditions, they recognized that they could not fix the problem, but could make things easier for the woman to move around. They purchased a new bed. They made the living spaces more usable and safer by removing boxes and clutter. They cleaned some spaces out so the woman would not fall as easily and had more room to move around. They cared for this citizen. They walked into a situation that no one really expects to see and instead of walking away, they stepped up and did what they thought was best for her. All of these things demonstrate that they “did what we say we are going to do.”

Each of these employees will be recognized with an art glass award and a \$100 gift card.

ATTACHMENTS:

N/A



Council Agenda Background

PRESENTER: Michael Wells, City Secretary

DATE: 05/24/16

Minutes

ITEM:

Consider approval of the following City Council minutes:

- a) May 10, 2016 regular meeting
- b) May 11, 2016 work session

City Manager Review: _____

DISCUSSION:

N/A

ATTACHMENTS:

May 10, 2016 regular meeting
May 11, 2016 work session

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in Work Session at 5:30 p.m. and Regular Session at 6:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 10th day of May, 2016 with the following members present:

Jim Griffin	Mayor
Ray Champney	Council Members
Steve Farco	
Roger Fisher	
Rusty Sartor	
Roy W. Turner	

constituting a quorum.

Councilmember Gebhart was absent from the meeting.

Staff present included:

Roger Gibson	City Manager
Stan Lowry	City Attorney
Michael Wells	City Secretary
Natalie Foster	Public Information Officer
Jeff Gibson	Police Chief
Jill McAdams	Human Resources Director
Kenny Overstreet	Public Works Director
Emilio Sanchez	Planning Manager
Bill Syblon	Development Director

COUNCIL CHAMBER WORK SESSION

Mayor Griffin called the Work Session to order at 5:30 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: 8, 16, 17, 18 and 19.

Police Chief Jeff Gibson presented information regarding Item #16, which is to combine the ordinances on solicitation and peddlers into one ordinance. Enforcement components that have been added include requiring solicitors that have a permit to wear a vest, which will be color-coded per calendar year; and creating a "No Solicitation" list that will be maintained by the Police Department and which any member of the community can sign up for. Should an individual issued a solicitor's permit go to one of those locations on the list, they will automatically have their permit revoked. There was also clarification on the hours an individual can solicit, as well as holidays, and the permit year has been changed to a calendar year, with no permits being made retroactive. In answer to questions from Council, Chief Gibson stated that the solicitor's permit will be affixed to their vest, so residents will know that a person legitimately has a permit; that the "No Solicitation" list will take some time to grow; that information on the ordinance will be advertised through the Department's media outlets; and that the ordinance addresses such things as Girl Scouts and political activities. He confirmed that political speech will not be suppressed as part of the ordinance. There was discussion on emphasizing and publicizing the exceptions to the ordinance and education on the Police Department side to ensure officers are aware of those exceptions.

Human Resources Director Jill McAdams presented information regarding Item #17, which are revisions to three personnel policies. The Special Events Compensation Policy was modified to clearly state that

on weekends when an employee is working a special event, they would receive premium holiday pay on a City-recognized holiday, while other days on that weekend would be considered overtime at a pay rate of time and a half. There is a clause that allows the City Manager to modify how those days and how the pay is going to occur. The Violence in the Work Place Policy was modified due to increased instances of violence in the country and the new Texas Open Carry Law. Revisions include a broader definition in the policy statement, more clearly defined reporting procedures, a requirement for employees to notify the City of any protective orders, and a prohibition on City employees asking a patron who has a holstered weapon if they have a License to Carry permit. The policy was reviewed by the City Attorney to ensure it is in compliance with the Texas Penal and Labor Codes. Changes to the Weapons Possession Policy include revised definitions of "City property" and "prohibited weapons," using language from the Open Carry Law and the Texas Penal Code. All policy changes were reviewed by the City Attorney.

Public Works Director Kenny Overstreet presented information regarding Item #19, which is to have 4B Paving do the City's crack sealing program. The company has done the program the previous five years. The crack sealing process is to rout out the asphalt, blow out the millings or dirt, and put in liquid asphalt to seal against water seeping through and disintegrating the subgrade under the roadways. The bid from 4B Paving was \$137,300 and the budgeted amount was \$150,000 through the Street Improvement Economic Development Corporation, for a difference of \$12,700.

Chief Gibson presented information regarding Item #18, which is for the replacement of a Police Department vehicle involved in a wreck. This upcoming fiscal year is when the Police Department purchases new vehicles and they are looking at changing out their fleet. The current vehicles went up in cost, and Ford has come out with a vehicle that is made solely for law enforcement, with the base model being \$7,000 to \$8,000 cheaper than the current vehicle. From an equipment standpoint, the new Fords are wired to put in all equipment with ease. There was discussion on the insurance reimbursement, including that the City was able to negotiate and get a higher amount than was initially offered. In regards to the interior space of the Ford vehicle, Chief Gibson stated that the interior measurements are actually larger than that of the current vehicle.

- **Presentation on Beautification Commission activities.**

Marty Geer, Chairperson of the Beatification Commission, presented a report on Commission activities. It has been a busy year for the Commission and she thanked Commission members, liaisons, the Mayor and the Council for their support. They began the previous fall with the Shred It event on October 10 at the Boys Ranch, where 170 cars brought 700 pounds of e-waste and 15,000 pounds of paper for shredding in a four-hour period. The Commission was invited to assist the Meadow Creek Elementary PTA and students in planting saplings awarded them through a grant from North Texas Tree Grant program. The tree planting was October 31, and with the assistance of the Mayor, Councilmember Farco, scout troops, Commission members, and parents, ten new trees were added to the landscape at the front of the school. The presentation of the Bedford Beautification Business Awards was held on November 13 and 14. After reviewing submitted applications, the businesses were presented with plaque awards from Mayor Griffin for superior landscaping, best improved landscaping, overall appearance, and eco-friendly landscaping. Awards were presented to Mexican Inn, Fort Worth Community Credit Union, Lupe's Tex-Mex Café, Cimarron Shopping Center, and St. Michael's Catholic Church. After a summer-long bumper crop of vegetables harvested and donated, the Commission and Council plots at the Community Garden continued to produce okra, tomatoes, eggplants, peppers and pumpkins through the end of November. Commission members faithfully watered the gardens, and half of the vegetables went to 6Stones and the other half were used at the Commission's discretion. Planning for future events began in November. Clean Up Bedford Day and Chuck Your Junk Day were scheduled for April 9 at Meadow Park, Crud Cruiser events were scheduled for April 30 and September 17, and a shred event was scheduled for October 8 at the Boys Ranch. Workdays are held on the third Saturday of most months, usually at the Boys Ranch, and Commission members clean up trash, pull weeds, trim trees and shrubs, plant perennials and annuals around the Trinity Arts Building, Senior Center, the ONSTAGE Theater and the Forest Ridge Drive entrance to the park. Working with Teen Court members, Commission members help mentor teens on gardening and maintaining an eco-friendly environment, while they work off required community service. Work on the April Clean Up Bedford and Chunk Your Junk Days began in January, with the design of informative flyers and contacting businesses, schools, churches and neighborhoods seeking volunteers and donations of water, snacks and trash bags. The Commission also utilized the City's website and Facebook page, local newspapers, articles in the Bedford Connection and

neighborhood networks. The event all came together and she gave thanks to the efforts and support of City staff. The Commission designed a "Keep Bedford Beautiful" t-shirt for the volunteers. They had 157 vehicles fill up 11 to 12 dumpsters full of junk. She thanked the sponsors of the event including Harley-Davidson, Shipley Do-Nuts, Starbucks, Chicken Express, Rita's Italian Ice, On the Border, The Brace Center, Supercuts and Big Lots. Commission members were involved in other City events, including handing out "Clean Up Bedford" flyers at ArtsFest, attending water conservation classes, speaking at residential and business roundtables, or enjoying the newly revamped Boys Ranch. Commission members also have the opportunity to grow plants and flowers in the City greenhouse behind the Parks Service Center, which has been cleaned and supplied with materials for planting and timed sprayers. Mature plants are put into the Community Garden and around the Boys Ranch. The spring Crud Cruiser event was held on April 30, with 119 vehicles dropping off hazardous waste.

Ms. Geer stated that the next steps for the Commission include recommending and approving the purchase of five benches for around the Boys Ranch Lake; providing educational opportunities for citizens through partnerships with Keep Texas Beautiful, Texas SmartScape, Air North Texas, and Texas AgriLife; developing collaborative and cohesive communication among City boards and commissions to enhance cooperation and coordinate efforts for efficient use of City funds; and exploring citizen interest in "adopt-a-street" or "adopt-a-spot" in Bedford. In regards to cooperation, she stated that the previous month, she attended a Parks and Recreation Board meeting, while their chairperson, Jeannette Cook, attended a Beautification Commission meeting. She introduced Commission members in attendance including C.W. Koellman, Bucky Geer, June Gravely, Kathy Fairchild, Bob Gough, Bonnie Cooper, and Gary Cooper, an ad-hoc member.

There was discussion on the wonderful work done by Ms. Geer as chairperson of the Commission and the dedication the Commission members have to the City. Ms. Geer recognized Commission members who could not attend the meeting including Sam Fairchild, Dewey Tennant, Patty Sinclair and Erin Blackman. There was further discussion on the Commission receiving special recognition at the Teen Court Banquet and Commission members mentoring the Teen Court volunteers. Ms. Geer thanked the Council, their Council Liaison Councilmember Turner, Parks Superintendent Don Henderson and Events and Cultural Coordinator Jeff Florey. There was discussion regarding the greenhouse concept being back and the hard work being done at the Community Garden.

EXECUTIVE SESSION

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

- a) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Block 1, Lot 1 Mobil Addition-Bedford.**

Council convened into Executive Session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations relative to Block 1, Lot 1 Mobil Addition-Bedford at 6:07 p.m.

Council reconvened from Executive Session at 6:11 p.m.

Any necessary action to be taken as a result of the Executive Session will occur during the Regular Session of the Bedford City Council Meeting.

REGULAR SESSION

The Regular Session began at 6:30 p.m.

CALL TO ORDER/GENERAL COMMENTS

Mayor Griffin called the meeting to order.

INVOCATION (Pastor Robert White, Freedom Church)

Pastor Robert White of Freedom Church gave the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the flags of the United States and Texas were given.

ANNOUNCEMENTS/UPCOMING EVENTS

Public Information Officer Natalie Foster reported that there are seats still available for the Business Roundtable scheduled for Thursday at the Old Bedford School. Breakfast will be served at 7:30 a.m., with the meeting running from 8:00 a.m. to 9:00 a.m. Also on Thursday, Derek Anthony will be playing contemporary county style music at Twilight Thursday at the Old Bedford School. The free concert begins at 7:00 p.m. and there will be beer, wine and food for purchase. The Police Department will have their open house on Saturday, May 21 from 10:00 a.m. to 2:00 p.m. at the Law Enforcement Center. There will be guided tours of the facility, K-9 police dog demonstrations, vehicles and equipment on display and free food.

Ms. Foster gave an update on the Boys Ranch Park construction. Hydromulching has begun and tufts of grass are beginning to grow. All the monument signs have been placed east of the new pavilion, where the old memorial tree walk used to be and the brick pavers with the names on them have been installed. The Texas Department of Parks and Wildlife has confirmed that they will be coming out to stock the lake with forage fish within the next two weeks. The grand opening ribbon cutting ceremony for Phase I has been scheduled for the 4thFest event.

Mayor Griffin stated that staff and Council have received negative comments about what is going on at the Boys Ranch Lake. There have been wonderful improvements to the Park including playground equipment and pavilions, and renovations to the Lake. Staff has done a fantastic job in putting together a "Frequently Asked Questions" document, along with a video provided by the Texas Department of Parks and Wildlife on the City's website. They clarify and highlight all of the steps, precautions and efforts done by the City to do everything possible in preparation for the improvements to the Lake. He thanked Parks Superintendent Don Henderson, Parks Crew Leader Jeff Scott, Community Services Manager Eric Valdez, Ms. Foster, Assistant City Manager Kelli Agan, Animal Control Supervisor Mark Bellinghausen and Animal Control Officer Ken Horn for putting all of that together. One of the key things the City wants to leave with everybody is that there has clearly been overfeeding of the animals at the Lake, which is causing some of the animals to die. He asked for everybody to work together to make the Park a great asset to the City.

OPEN FORUM

Nobody chose to speak during Open Forum.

CONSIDER APPROVAL OF ITEMS BY CONSENT

Motioned by Councilmember Champney, seconded by Councilmember Farco, to approve the following items by consent: 8, 16, 17, 18 and 19.

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

COUNCIL RECOGNITION

1. Presentation by Steve Chapman, HEB ISD Superintendent.

Steve Chapman, HEB ISD Superintendent, introduced Public Relations and Marketing Officer Deanne Hullender and Kiera Elledge, who works with their library science program. He stated that for some time, Council, staff and the School Board have been working collaboratively to better serve the students in the community. This synergy provided the opportunity to utilize resources, skills and talents to create a better community. Approximately 4,000 people attended the HEB Reads kickoff event the previous Saturday, and the event would not have been possible without the support of the Mayor, Council and City Manager. He gave special thanks to Library Director Maria Redburn and Community Services Supervisor Jeanne Greene, who were instrumental in helping to carry out the event. He stated that with 54 percent of students

in the District being economically disadvantaged, teaching and practicing literary skills at an early age is paramount. Their goal is to have all students reading at grade level by the third grade, and without the support of the HEB Reads Program, many students would not get exposure to print materials and literacy development during the summer. The Program will go a long way to address the “summer slide.” One of the unique aspects of the District are its community partnerships and he provided Council copies of the latest addition of Texas Association of School Boards Lone Star Journal, which contains an article pointing out their partnerships with the three cities, for-profit and non-profit organizations, and how the community is coming together to support the boys and girls in the District. He thanked the Council for partnering with the District to empower the students.

2. Proclamation recognizing the Sketch-A-School Art Contest winners.

Mayor Griffin read a proclamation recognizing the Sketch-A-School Art Contest Winners. The following students were recognized: Mariem Abdel, Hurst Hills Elementary – First Place; Olivia Hermus, Bedford Heights Elementary – Second Place; Christina Martinez, Lakewood Elementary – Third Place; Lucy Medlin, Hurst Hills Elementary – Fourth Place; and John Thompson, Bedford Heights Elementary – Most Creative; Ryan Borg, Viridian Elementary – Honorable Mention.

3. Proclamation recognizing the week of May 15 - 21, 2016 as Emergency Medical Services Week.

Mayor Griffin read a proclamation recognizing the week of May 15 - 21, 2016 as Emergency Medical Services Week. Interim Fire Chief Bobby Sewell and Dr. Roy Yamada were present to accept the proclamation.

4. Proclamation recognizing the week of May 15 - 21, 2016 as National Police Week and May 15, 2016 as Peace Officers Memorial Day.

Mayor Griffin read a proclamation recognizing the week of May 15 - 21, 2016 as National Police Week and May 15, 2016 as Peace Officers Memorial Day. Police Chief Jeff Gibson was present to accept the proclamation.

5. Proclamation recognizing the week of May 15 - 21, 2016 as National Public Works Week.

Mayor Griffin read a proclamation recognizing the week of May 15 - 21, 2016 as National Public Works Week. Public Works Director Kenny Overstreet was present to accept the proclamation.

6. Proclamation recognizing May 20, 2016 as Lupus Awareness Day in the City of Bedford.

Mayor Griffin read a proclamation recognizing May 20, 2016 as Lupus Awareness Day in the City of Bedford.

7. Recognition of Customer Service Assistant Janet O'Dell for the employee Exemplary Service Award.

Human Resources Director Jill McAdams introduced Ms. O'Dell's husband Joe and sister-in-law Shirley, who were in attendance. The previous summer, the Human Resources Department went through a system conversion and open enrollment at the same time, and the employee in charge of both processes went out on medical leave. Ms. McAdams stated that another employee in the Department had only been with the Human Resources for four months and she herself did not know the operations at the level of detail that was required to pull off both projects successfully. Ms. O'Dell had worked with her for 16 years before retiring and was asked to come back and help. She worked really hard and logged in over 600 hours to get the Department through a critical timeframe. She learned the new computer system, taught the other employees tricks-of-the-trade, and worked with each employee that came into the office. Ms. McAdams stated that many employees told her that they hoped Ms. O'Dell would be nominated for an award. Ms. O'Dell was selected for the Exemplary Service Award, the highest award in the City, based on the City's core values of Passion, Respect, Innovation, Dependability and Ethics. For this particular award, a nominee has to display at least four of those values, and Ms. O'Dell displayed five of them every day she worked in Human Resources. The Department is now fully staffed, but are still learning aspects

of the new system, and she would stop by to answer questions and train new staff. Ms. O'Dell thanked the Council and stated she felt honored for working with the City and still participates at the Senior Center.

APPROVAL OF THE MINUTES

- 8. Consider approval of the following City Council minutes:**
a) **April 26, 2016 regular session**

This item was approved by consent.

NEW BUSINESS

- 9. Public hearing and consider an ordinance to rezone Lot 1, Block 1, Bedford Mobil Addition, located at 2100 Airport Freeway, Bedford, Texas from (H/MHC) Heavy Commercial/ Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/Master Highway Corridor Overlay District, specific to Section 4.15, Planned Unit Development of the City of Bedford Zoning Ordinance, allowing Armstrong Development Properties to build a new 3,375 square foot retail facility with outdoor patio seating. The subject property is generally located south of Airport Freeway and east of Central Drive. (Z-288)**

Planning Manager Emilio Sanchez presented information regarding this item, which is a request for 2100 Airport Freeway to be rezoned from (H/MHC) Heavy Commercial/Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/Master Highway Corridor Overlay District, for Armstrong Development to construct a new two-tenant building with outdoor seating. This property is a remnant from the highway widening, which left an awkward building envelope. The applicant is asking for PUD relief from the 30-foot landscaping setback, along with front and side yards setbacks, as well as not providing a pitched roof for a building 5,000 square feet or less in the MHC. The Planning and Zoning Commission unanimously recommended approval of this item at their March 10 meeting. In answer to questions from Council regarding which items are not in compliance with the MHC, Mr. Sanchez answered the pitched roof on a building 5,000 square feet or less; the 30-foot landscape setback, with the applicant at just over 25 feet, including the portion placed along the frontage road by the North Tarrant Expressway; and the setbacks along the northwest corner. He stated that everything else will meet the guidelines of the MHC, which is part of the PUD.

Mayor Griffin opened the public hearing at 7:11 p.m.

Matt Moore with Claymore Engineering, 1903 Central Drive, Bedford – Mr. Moore spoke on behalf of Armstrong Development Properties. He stated they have an awkward tract of land and they are trying to make the best of it.

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

In answer to questions from Council, Mr. Sanchez stated that most of the trees are going to go away but will be supplemented by new landscaping that is allowed by the ordinance. Mr. Moore stated that they are tight on parking, which is necessitating the removal of the trees; and that there is an island between them and the Dunhill property to the south, and they will try and make the grades work in order to retain some trees.

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve an ordinance to rezone Lot 1, Block 1, Bedford Mobil Addition, located at 2100 Airport Freeway, Bedford, Texas from (H/MHC) Heavy Commercial/ Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/Master Highway Corridor Overlay District, specific to Section 4.15, Planned Unit Development of the City of Bedford Zoning Ordinance, allowing Armstrong Development Properties to build a new 3,375 square foot retail facility with outdoor patio seating. The subject property is generally located south of Airport Freeway and east of Central Drive. (Z-288)

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

10. Public hearing and consider an ordinance to rezone Lot 24, Block 3, Oak Grove Estates Addition, located at 2800 Brasher Lane, Bedford, Texas from (I) Industrial to (R75) Residential 7,500, specific to Section 4.3., Residential 7,500, Single Family Residential Detached District of the City of Bedford Zoning Ordinance, allowing for Palisade Custom Homes, L.P. to construct a new single family residence. The subject property is generally located south of Harwood Road and east of Brasher Lane. (Z-289)

Mr. Sanchez presented information regarding this item, which is a request to rezone 2800 Brasher Lane from (I) Industrial to (R75) Residential Single Family, allowing for Palisade Custom Homes to construct a single family residence on the lot. Palisade purchased nine lots, a portion of which were re-platted to incorporate a remainder lot along Hardwood Road, of which a portion was taken to widen the street in the past. This left a 15-foot wide remainder lot, so the applicant has asked to re-plat those. For that to happen, this particular lot needs to be rezoned from Industrial to Residential so they can finish 11 new single family residential homes on Brasher Lane. The Planning and Zoning Commission unanimously recommended approval of this item at their April 14 meeting. In answer to questions from Council, Mr. Sanchez stated they are looking to rezone the property to R7500 like the adjacent lots; that he did not know why the property was included in Industrial; and that the entire area is shown to be commercial on the Comprehensive Land Use Plan, so there will need to be an amendment in the future.

Mayor Griffin opened the public hearing at 7:17 p.m.

Nobody chose to speak during the public hearing.

Mayor Griffin closed the public hearing at 7:17 p.m.

Motioned by Councilmember Turner, seconded by Councilmember Farco, to approve an ordinance to rezone Lot 24, Block 3, Oak Grove Estates Addition, located at 2800 Brasher Lane, Bedford, Texas from (I) Industrial to (R75) Residential 7,500, specific to Section 4.3., Residential 7,500, Single Family Residential Detached District of the City of Bedford Zoning Ordinance, allowing for Palisade Custom Homes, L.P. to construct a new single family residence. The subject property is generally located south of Harwood Road and east of Brasher Lane. (Z-289)

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

11. Public hearing and consider an ordinance to rezone Lot 3R1, Block 1 Super 8 Motel/121 Addition, located at 1900 Airport Freeway, Bedford, Texas from (H/S/MHC) Heavy Commercial/Service Commercial/Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/ Master Highway Corridor Overlay District, specific to Section 4.15, Planned Unit Development of the City of Bedford Zoning Ordinance, allowing for Randy Primrose to construct a new 5,950 square foot office building. The subject property is generally located south of Airport Freeway and west of Central Drive. (Z-290)

Mr. Sanchez presented information regarding this item, which is a request to rezone 1900 Airport Freeway from (H/S/MHC) Heavy Commercial/Service Commercial/Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/Master Highway Corridor Overlay District. The lot has split zoning, with the front portion being Service Commercial and the rear portion being Heavy Commercial. The rezoning is to allow Mr. Randy Primrose to construct a 5,950 square foot, two-story office building. This property is also a remainder from the highway expansion and was formerly the Bailey & Gaylen building. The applicant has met all of the requirements of the MHC, except for the side yard setback. Currently, the configuration of the parking lot does not allow for a firetruck to enter the property and get to the rear building. The plan as presented will allow the building to be offset so the drive aisle can be expanded to enable a firetruck to get through to the property in the rear. The Planning and Zoning Commission recommended approval of this item at their April 14 meeting.

Mayor Griffin opened the public hearing at 7:21 p.m.

Matt Moore, Claymore Engineering, 1903 Central Drive, Bedford – Mr. Moore spoke on behalf of Mr. Primrose. He stated the site is an awkward lot due to the highway widening and it is being expanded to

meet the needs of Mr. Primrose for additional office space. The other goal of the plan is to save the mature trees on sight with landscape islands.

Mayor Griffin closed the public hearing at 7:21 p.m.

In answer to questions from Council, Mr. Moore stated that the setback is 25 feet from the street; that feedback from staff indicated that the Fire Marshal was in support of the plan; and that there are currently two one-lane access ways to the site. Mr. Sanchez stated that to the west of the lot, there is a guardrail along the drainage channel.

Motioned by Councilmember Champney, seconded by Councilmember Sartor, to approve an ordinance to rezone Lot 3R1, Block 1 Super 8 Motel/121 Addition, located at 1900 Airport Freeway, Bedford, Texas from (H/S/MHC) Heavy Commercial/ Service Commercial/Master Highway Corridor Overlay District to (PUD/MHC) Planned Unit Development/ Master Highway Corridor Overlay District, specific to Section 4.15, Planned Unit Development of the City of Bedford Zoning Ordinance, allowing for Randy Primrose to construct a new 5,950 square foot office building. The subject property is generally located south of Airport Freeway and west of Central Drive. (Z-290)

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

12. Public hearing and consider an ordinance to rezone Lot 3 & 4, J.R. Murphy Addition, located at 2509 & 2513 Woodson Drive, Bedford, Texas from (R-15,000) Single Family Detached Residential to (MD-3) Medium-Density Single Family Detached, specific to Section 4.7, MD-3 Medium-Density Single Family Detached District of the City of Bedford Zoning Ordinance, allowing for a new MD-3 Subdivision to be constructed. The subject property is generally located north of Bedford Road and west of Woodson Drive. (Z-291)

The applicant on this case withdrew their application. No discussion or action took place on this item.

13. Public hearing and consider an ordinance to rezone Lot 1, Block 1, Harwood Village North Addition, located at 605 Harwood Road (2914 Brown Trail), Bedford, Texas from (H) Heavy Commercial to (H/SUP) Heavy Commercial/Specific Use Permit/Secondhand, Rummage and Used-Furniture Stores, specific to Section 3.2.C(7) of the City of Bedford Zoning Ordinance, allowing for Lonestar Appliances to open a 1,868 square foot Used Appliance store within the retail center. The property is generally located north of Harwood Road and east of Brown Trail. (Z-292)

Mr. Sanchez presented information regarding this item, which is a request for a Specific Use Permit (SUP) for 605 Harwood Road (2914 Brown Trail) to allow for second hand rummage and used furniture store for Lonestar Appliances. The Planning and Zoning Commission recommended approval of this item at their April 14 meeting with the stipulations, included in the ordinance, that sales be limited to only household appliances and no outside storage or sales. In answer to questions from Council regarding an accepted definition of household appliances, Mr. Sanchez stated that there is not one in the Zoning Ordinance; that the Commission deliberated that same issue to ensure it did not include such items as used furniture; and that the items they discussed were microwaves, air conditioning units, stoves, ovens, refrigerators, freezers, and similar types of appliances. In answer to further questions from Council, Mr. Sanchez confirmed that appliances are grouped into the definitions of secondhand, rummage and used furniture in the Zoning Ordinance and stated that the only new appliances are dealt with in the Ordinance and the used portion requires the SUP. Mr. Sanchez stated that the parcel address is 605 Harwood Road, which is for the entire center, but that mail would go to the 2914 Brown Trail address; and the SUP is specific to Lonestar Appliances.

Mayor Griffin opened the public hearing at 7:30 p.m.

Nobody chose to speak during the public hearing.

Mayor Griffin closed the public hearing at 7:30 p.m.

Motioned by Councilmember Sartor, seconded by Councilmember Farco, to approve an ordinance to rezone Lot 1, Block 1, Harwood Village North Addition, located at 605 Harwood Road (2914 Brown Trail), Bedford, Texas from (H) Heavy Commercial to (H/SUP) Heavy Commercial/Specific Use Permit/Secondhand, Rummage and Used-Furniture Stores, specific to Section 3.2.C(7) of the City of Bedford Zoning Ordinance, allowing for Lonestar Appliances to open a 1,868 square foot Used Appliance store within the retail center. The property is generally located north of Harwood Road and east of Brown Trail. (Z-292)

Motion approved 5-1-0. Mayor Griffin declared the motion carried.

Voting in favor of the motion: Mayor Griffin, Councilmember Sartor, Councilmember Champney, Councilmember Farco and Councilmember Turner.

Voting in opposition to the motion: Councilmember Fisher

14. Public hearing and consider an ordinance to rezone Lot 2R, Block 4, Uptown Bus & Prof Center Addition, located at 813 Brown Trail, Suite #1, Bedford, Texas from (S) Service Commercial District to (S/SUP) Service Commercial/Specific Use Permit/Church, specific to Section 3.2.C(2)a of the City of Bedford Zoning Ordinance, allowing for The Faith Center to open a church approximately 1,100 square feet in area within the retail center. The property is generally located east of Uptown Boulevard, west of Brown Trail and south of Plaza Boulevard. (Z-293)

Mr. Sanchez presented information regarding this item, which is a request to rezone 813 Brown Trail for a Specific Use Permit to allow the Faith Center Church to operate 1,100 square foot church in a multi-tenant business center. The Planning and Zoning Commission unanimously recommended approval of this item at their April 14 meeting; there was one person who spoke in general about the item at the meeting but after conversing with the applicant, they were put at ease, and staff has not received any opposition to, or support of, this item since the meeting.

Mayor Griffin opened the public hearing at 7:33 p.m.

Nobody chose to speak during the public hearing.

Mayor Griffin closed the public hearing at 7:33 p.m.

Motioned by Councilmember Turner, seconded by Councilmember Fisher, to approve an ordinance to rezone Lot 2R, Block 4, Uptown Bus & Prof Center Addition, located at 813 Brown Trail, Suite #1, Bedford, Texas from (S) Service Commercial District to (S/SUP) Service Commercial/Specific Use Permit/Church, specific to Section 3.2.C(2)a of the City of Bedford Zoning Ordinance, allowing for The Faith Center to open a church approximately 1,100 square feet in area within the retail center. The property is generally located east of Uptown Boulevard, west of Brown Trail and south of Plaza Boulevard. (Z-293)

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

15. Public hearing and consider a resolution approving a site plan for a 5,760 square feet existing building to be used as a two tenant office building. The property is zoned (PUD) Planned Unit Development and located in the (MHC) Master Highway Corridor Overlay District of the City of Bedford Zoning Ordinance. The address is 3001 Airport Freeway and the legal description is Lot 1A, Block 1, Bedford Forum Addition. The property is generally located east of State Highway 121 and north of Airport Freeway. (S-065)

Mr. Sanchez presented information regarding this item, which is a request for site plan approval for 3001 Airport Freeway, allowing Steven Farmer to utilize his current building for his medical practice, along with a second tenant. The highway widening project took a majority of the property along three frontages, leaving an awkward building site. The current building will not be demolished but a portion is going to be removed for covered parking in order to meet the parking requirement. In answer to a question from Council, Mr. Sanchez stated there is not a current Specific Use Permit as it is a Planned Unit Development for the Bedford Forum area, which allows the use, and only the site plan requires approval.

Mayor Griffin opened the public hearing at 7:36 p.m.

Steven Farmer, 5305 Bluebonnet, Colleyville, TX - Dr. Farmer stated that he had a medical practice in the building for 20 years but was forced to move with the highway expansion, and he was left with a challenging piece of property. He has a good plan and is looking forward to moving back to Bedford.

Mayor Griffin closed the public hearing at 7:37 p.m.

Motioned by Councilmember Farco, seconded by Councilmember Champney, to approve a resolution approving a site plan for a 5,760 square feet existing building to be used as a two tenant office building. The property is zoned (PUD) Planned Unit Development and located in the (MHC) Master Highway Corridor Overlay District of the City of Bedford Zoning Ordinance. The address is 3001 Airport Freeway and the legal description is Lot 1A, Block 1, Bedford Forum Addition. The property is generally located east of State Highway 121 and north of Airport Freeway. (S-065)

Motion approved 6-0-0. Mayor Griffin declared the motion carried.

16. Consider an ordinance amending Chapter 90 “Peddlers and Solicitors” of the City of Bedford Code of Ordinances by deleting sections 90-1 through 90-39; adding new sections 90-1 through 90-28; deleting Chapter 6 “Advertising”, Article II “Distribution of Handbills”; providing for purpose, definitions, regulation/restrictions for commercial and home solicitation and distribution of handbills; including a do not solicit list; providing for permits and suspension or revocation of permits, providing for a penalty clause; providing for a repealing clause; providing for a severability clause; and declaring an effective date.

This item was approved by consent.

17. Consider a resolution amending the City of Bedford Personnel Policies.

This item was approved by consent.

18. Consider a resolution authorizing the purchase a replacement 2016 Ford Police Interceptor Utility vehicle in the amount of \$40,423.92, to be purchased through Sam Pack’s Five Star Ford utilizing the State contract.

This item was approved by consent.

19. Consider a resolution authorizing the City Manager to enter into a contract with Four B Paving Inc. in the amount of \$137,300 for the 2016 Crack Sealing at Various Locations Program.

This item was approved by consent.

20. Report on most recent meeting of the following Boards and Commissions:

✓ **Animal Shelter Advisory Board - Councilmember Fisher**

No report was given.

✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner stated that Chairperson Marty Geer spoke volumes for the Commission earlier and he seconded the cooperation between them and the Parks and Recreation Board. There is a natural synergy between them and he commended them on coordinating their activities to better serve the City.

✓ **Community Affairs Commission - Councilmember Farco**

Councilmember Farco reminded everybody about the business roundtable on Thursday at 7:30 a.m. at the Old Bedford School. He thanked the Commission members who were in attendance.

✓ **Cultural Commission - Councilmember Champney**

Councilmember Champney reported that the Commission had a robust meeting the previous evening and many positive things were discussed. They started out addressing the upcoming performance by Danny Wright including times and fees, and planning for other events and activities taking place in the City. This led to discussion on the application for a cultural district designation through the Texas Commission on the Arts. Part of that discussion is the need for a comprehensive plan to demonstrate ongoing and sustainable activities for arts and culture in order to impress the Commission. There was discussion on what has been accomplished so far, including activities such as BluesFest, FourthFest, ArtsFest, Twilight Thursdays, testing a summer concert series, and other activities to be addressed at budget time. The consensus of the Commission is that they want to be in best possible position before applying for the cultural district designation, and that they may not be ready in January to submit a letter of intent. They may want to continue what they are doing now and build upon it. It was determined that the City can still apply for certain grants even without the official designation. There was further discussion about the utilization of assets in the City including the ONSTAGE theater, which is a 501(c)(3), and since they have downtime between performances, they may be a more logical venue to fill in gaps and fill out the City's robust arts activities.

✓ **Library Advisory Board - Councilmember Farco**

Councilmember Farco reported that the Summer Reading Club is looking for sign ups and he challenged Council and staff to sign up and log their reading hours.

✓ **Parks and Recreation Board - Councilmember Sartor**

Councilmember Sartor reported that the Board met on May 5 at the Boys Ranch Activity Center (BRAC) and Marty Geer with the Beautification Commission attended the meeting. There is a good relationship and synergy between the two bodies. At the Boys Ranch, the disc golf course has been a hit and anybody interested in learning more can contact the BRAC for information on lessons. The gym floor at the BRAC has been resurfaced and restriped, and now includes a pickle ball court. The next Board meeting is on June 3.

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

No report was given.

✓ **Senior Citizen Liaison - Councilmember Turner**

No report was given.

21. Council member Reports

Councilmember Turner thanked the people of Bedford for having the confidence in him to reelect him to a fourth term and stated that it is a great honor and privilege to serve the City. There are a lot of areas of growth and development to be obtained in the City and he looks forward to being part of that. There is a degree of unity and reconciliation among many of the groups within the City and he hopes it leads to greater cooperation. He stated that out of 31,000 registered voters, less than 1,500 people showed up at the polls, which is a very small percentage. He encouraged all the voters to get out and exercise their freedom to vote.

Mayor Griffin stated that on Saturday 6Stones will host their Black and Blue Run HEB ISD.

22. City Manager/Staff Reports

No report was given.

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

No action was necessary as a result of the Executive Session.

ADJOURNMENT

Mayor Griffin adjourned the meeting at 7:48 p.m.

Jim Griffin, Mayor

ATTEST:

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 5:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 11th day of May, 2016 with the following members present:

Jim Griffin
Ray Champney
Steve Farco
Roger Fisher
Rusty Sartor
Roy W. Turner

Mayor
Council Members

constituting a quorum.

Councilmember Gebhart was absent from the meeting.

Staff present included:

Roger Gibson
Kelli Agan
Michael Wells
Don Henderson
Amanda Jacobs
Meg Jakubik
Eric Valdez

City Manager
Assistant City Manager
City Secretary
Parks Superintendent
Assistant City Secretary
Strategic Services Manager
Community Services Manager

WORK SESSION

The Work Session began at 5:01 p.m.

CALL TO ORDER/GENERAL COMMENTS

Mayor Griffin called the meeting to order.

WORK SESSION

- **Discussion regarding the Boys Ranch Park**

Mayor Griffin gave a brief history on the Boys Ranch Park Phase I renovations and stated that 62% of voters approved the project.

- **Feeding of Wildlife at the Park**

There was discussion regarding feeding wildlife at the lake; that staff has researched the topic; that overcrowding, competition for food and less nutritious food increases the susceptibility of life threatening diseases; that the US Fish and Wildlife Services stresses not to feed wildlife in public places; that Texas Parks and Wildlife, the New York Department of Environmental Conservation and PETA all agree on the same concept to stop feeding the wildlife.

Mayor Griffin introduced Sam Kieschnick, Biologist with the Texas Parks and Wildlife. Mr. Kieschnick stated that when changes are made to the food chain (food web) there are affects, that actions have consequences; that when supplemental nutrients are added to an environment, the rest of the environment reacts to that. Mr. Kieschnick stated that he finds coyotes to be magnificent

organisms; that when he sees one he tries to scare it away because he does not want the coyote to get used to him and for it to stay wild; that he wants to reinforce the fear that it should have; that the supplemental feeding of the waterfowl, turtles and frogs results in overpopulation; that Texas Parks and Wildlife strongly discourages supplemental feeding on the private and public level; that the vegetation will take time to come available again; that through disturbances, the environment reacts, populations go up, populations go down, and it is all part of the natural cycle.

There was discussion regarding supplemental feeding through a feeding kiosk and rationing the food in the kiosks. Mr. Kieschnick stated that all biologists would recommend that no supplemental feeding occurs; that organisms may move off to look for nutrients, which is the way nature works. It was stated that Mr. Kieschnick has a Master's Degree in Genetics and is an Urban Wildlife Biologist, dealing with how organisms work within the urban environment.

In response to questions from Council, Mr. Kieschnick stated that turtles are opportunistic generalists, meaning that they eat whatever is available including meat, vegetation, fungi or slime mold; that he strongly advises against feeding machines; that currently, sufficient sources are not available for all the populations of waterfowl at the lake; that when nutrients are not available, organisms that can move will move; that turtles, ducks and kids were using the ramps; that regarding the placement of the ramps, nature will find a way out; that rats and mice may eat corn and dog food left on the ground; that it will take time for the habitat to become re-established; that at this point, all staff can do is observe; that the impact of the ramps on the wildlife is positive; that where you have water there is a bio-diversity, which takes time too; that creating a no-mow area may help to speed growth along; that in an urban environment, organisms have three choices: move, adapt or die, which are all natural choices and beyond human control; that the death of wildlife is a part of the natural eco-system; that Texas Parks and Wildlife offers interpretive programs at State Parks and Nature Centers; that Mr. Kieschnick is able to help educate the public and the Council; and that Blue Gill Sun Fish will be added to the lake in the coming weeks.

Mayor Griffin outlined the topics of discussion and stated that staff wants to install "information stations" with pictures and information about the wildlife, a statement about not feeding the wildlife and why, and discussion on a "no feeding" ordinance.

There was discussion regarding information stations and that the signage needed to be "zoo quality" to meet the aesthetics of the lake; the point of the signs being to educate visitors to the park and to inform them of "no feeding" regulations; staff researching other cities' "no feeding" ordinances and how they are enforced; education being critical; the Library having programs to educate the community; and the possibility of offering Texas Parks and Wildlife classes.

Council was is in favor of installing zoo quality signage to get the message out about the type of wildlife in the park, to not feed said wildlife, and to include the general rules of the park; and of directing staff to research a "no feeding" ordinance.

- **INGRESS/EGRESS TO THE LAKE**

There was discussion on the three ramps currently in place and that they are adequate for the turtles and water fowl; that the ramps need to be safe for people, animals, and aesthetically pleasing; that the current ramps do not meet the aesthetic quality wanted in the park and throughout the City; if the ramps will remain stable as the lake settles; to consider asking Kimley-Horn to redo the ramp that they designed and installed; and possibly tying the ramps into the next phase of the project.

Mayor Griffin summarized the discussion stating that the Council agrees that three ramps are adequate and that more aesthetically pleasing ramps should be created, with the possibility of utilizing the weir location.

There was discussion on adding basking stones around the concrete over-spill; the over-spill being the deepest part of the lake and may be problematic; each basking stone requiring a base, which may affect the flow of water; that turtles utilize the current basking stone, which sits just below the

water's surface; the project will need to be contracted out and not performed by staff; the basking stones being an eye-sore when the water levels go down; devising floating basking stones that can be raised and lowered depending on the lake level to eliminate the accumulation of feces and other organisms; and directing staff to meet with Kimley-Horn regarding ramps at the waterfall area and floating basking stones.

- **ASTHETICS**

There was discussion regarding standardizing the trash receptacles, adding more benches, adding sod around the lake to help address erosion; staff should poll the visitors of the park regarding the placement of the benches; the importance of irrigating the sod; the existing park features needing to be addressed; fencing around the ball fields; striping the parking lot; painting; removing the excess signage; the Parks and Recreation Board adding additional grills; maintaining the grass area along Harwood Road near the Clubhouse for Special Needs; and having a clean-up day prior to 4thFest.

- **SIGNAGE/OTHER CONSIDERATIONS**

There was discussion regarding the Council being of the consensus to avoid sign pollution; making the instructional signs multi-purpose; adding surveillance cameras; that Parks staff is assigned parks to patrol; installing monument signs at the entrance of each park; getting a quote on outsourcing all mowing; having a college intern serve as caretaker who that lives on-site in a 12x8 tiny-house to look after the park 24-7 and to educate the public on the wildlife; installing surveillance cameras and the infrastructure to do so already being in place; that the system can record and can be monitored by the V.I.P.S. program or the dispatch center; cameras being initially installed on the north and south ends of the park and near the playground area; that a drone has been purchased to video and promote City events; and that cameras will be on existing poles or on the buildings.

- **FUTURE PHASES OF BOYS RANCH PARK IMPROVEMENTS**

There was discussion regarding combining the remaining phases of the improvement project; Council's desire to tour area facilities; that the new phases should consider the changing demographics of the City; including a banquet space and a true workout facility with showers; volleyball; improvements to the Post Office channel; improvements to the area at the corner of Harwood Road and Forest Ridge Drive; and there being a solid plan looking at the big picture, including the Cultural District.

Mayor Griffin stated that the discussion was very important; that experts from Texas Parks and Wildlife and other agencies across the country have given the same message that supplemental feeding of the wildlife needs to stop; and that staff has been given the tools to make that happen.

ADJOURNMENT

Mayor Griffin adjourned the meeting at 7:35 p.m.

Jim Griffin, Mayor

ATTEST:

Michael Wells, City Secretary



Council Agenda Background

PRESENTER: See below

DATE: 05/24/16

Persons to be Heard

ITEM:

- a) Jeaneth Helton, 2813 Jasmine Court, Bedford, Texas 76021 – Request to speak to Council regarding healthy food options for the children attending the Bedford Boys Ranch summer camp 2016.

City Manager Review: _____

DISCUSSION:

N/A

ATTACHMENTS:

Letter of Request

From: Jeaneth Helton
Sent: Monday, May 16, 2016 3:11 PM
To: Jacobs, Amanda
Subject: Bedford City Council agenda request - May 24, 2016

Importance: High

Amanda,

Thank you for taking the time to contact me regarding putting my issue on the agenda. This is my formal request to be placed on the May 24th agenda to discuss healthy food options for the children attending the Bedford Boys Ranch summer camp 2016.

Best regards,

Jeaneth Helton
Executive Assistant



Council Agenda Background

PRESENTER: Maria Redburn, Library Director

DATE: 05/24/16

Council Mission Area: Demonstrate excellent customer service in an efficient manner.

ITEM:

Consider a resolution authorizing the City Manager to enter into an agreement with Tech Logic for a Full Service Program Agreement in the amount of \$18,950.

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

On November 10, 2009, the City Council approved a contract with Tech Logic to design, construct and install a state of the art, staff-efficient, RFID-based self-checkout, automated materials handling sorter and conveyance system for the Bedford Public Library. The initial warranty expired after one year.

It is the responsibility of the City of Bedford to maintain the automated materials handling sorter and conveyance system. Tech Logic's Full Service Maintenance Program includes:

- Two preventative maintenance visits
- Labor associated with service calls
- Guaranteed onsite service call within 24 hours, should one be required
- Coverage for failure of major system components
- All software updates, patches, and routine troubleshooting
- Licensing for the AST software
- 10% discount on all parts
- Shipping and handling on normal wear parts

The Full Service Agreement does not cover:

- Normal wear parts such as bearings, belts, chains, sprockets, batteries etc.
- Weekly maintenance of the automated materials handling sorter, such as photo eyes
- Monthly washing of belts
- Monthly check and greasing of bearings

Library staff perform all required care not covered by the Full Service Agreement. Staff has a schedule and log of required maintenance, including cleaning of belts, photo eyes and battery charging.

The Full Service Agreement SP2 is \$18,950, which includes two annual preventative maintenance visits. Tech Logic has contracted with BankTec Hardware Services to respond to all service calls in the Dallas/Fort Worth Area. During the contract period, Tech Logic had BankTec on-site nine times to perform maintenance and resolve issues with motors, belts and bearings. Total cost of services without the Full Service Agreement would have been \$14,800 for 2015-2016, \$17,950 for 2014-2015 and \$23,872 for 2013-2014. In addition, the City would be required to pay \$3,700 for the AST software renewal.

Tech Logic has an exclusivity clause in the BankTec contract, which prevents them from working on the system should the City decide not to renew the Full Service Agreement. At this time, there are no other companies in North Texas certified to work on the Tech Logic machinery. Any work not performed by Tech Logic certified technicians invalidates the warranty on the automated

materials handling system. If the City elects to discontinue the Full Service Agreement, the City will be responsible for all materials and labor costs, which are \$225 - \$350 with a three-hour minimum. All service calls would be scheduled; however, there would not be a 24-hour minimum guaranteed response time.

The City has the option of not subscribing to the Full Service Agreement. However, it would still be required to renew the AST software license for \$3,700, which is now part of the Full Service Agreement. The AST software license gives the Library telephone support and updates as they are made to the software. Staff also recommends contracting with Tech Logic for bi-annual preventative maintenance visits. The preventative maintenance visits have been critical in identifying parts that needed to be replaced before the system failed.

Program Options	PM-1U	PM-2U
Price	\$9,540	\$13,050
Preventative Visits	Annually	Bi-annually
Normal Parts	5% discount	10% discount
Labor Cost Business Hours	\$225/hr	\$225/hr
Labor Cost Evening/Weekend	\$350/hr	\$350/hr

The total cost for the Full Service Agreement is \$18,950.

RECOMMENDATION:

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into an agreement with Tech Logic for the Full Service Program Agreement in the amount of \$18,950.

FISCAL IMPACT:

Budget FY 15/16: \$18,950

ATTACHMENTS:

Resolution
Full Service Agreement
Service Checklist

RESOLUTION NO. 16-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TECH LOGIC FOR A FULL SERVICE PROGRAM AGREEMENT IN THE AMOUNT OF \$18,950.

WHEREAS, the City Council of Bedford, Texas approved the purchase of an RFID-based self-checkout, automated materials handling sorter and conveyance system; and,

WHEREAS, the automated materials handling sorter and conveyance system is critical to the operation of the Bedford Public Library; and,

WHEREAS, the software required to operate the automated materials handling sorter requires an annual renewal; and,

WHEREAS, the City of Bedford staff recommends that the City Council approve a Full Service Program Agreement with Tech Logic.

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

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

SECTION 2. That the City Council does hereby authorize the City Manager to enter into a contract in the amount of \$18,950 with Tech Logic for the Full Service Program Agreement.

SECTION 3. That this resolution shall take effect from and after the date of passage.

PRESENTED AND PASSED this 24th day of May 2016, 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

TECH LOGIC FULL SERVICE MAINTENANCE PROGRAM

Exhibit "J"

Service Program Level 2

TERMS AND CONDITIONS

Bedford Public Library, Bedford TX

05/01/2016 to 04/30/2017

Tech Logic offers an annual (12 month) renewable full service program for new Tech Logic AMH systems. The cost of this program is system based and billed annually unless a multi-year agreement has been agreed upon by both parties. The annual renewal of the program will be invoiced to the library no later than 30 days prior to renewal date and payment must be made prior to the beginning of the next term for the program to be effective.

This program is defined as:

- All mechanical labor.¹
- Normal wear "consumable" parts are not included². These parts are offered at a ten (10) percent discount from the current Tech Logic price list.
- Preventative maintenance visits are included based on system size. Level 2 denotes bi-annual visits.
- Each preventative maintenance visit allows for up to eight (8) hours onsite for the scheduled visit date based on system size and configuration.
- Additional labor hours are billable at \$200 per hour over the eight (8) included in the preventative maintenance visit.
- Price of the program for the current year is \$18,950.00 US dollars.
- The price of this service program is subject to change for subsequent annual service periods.³

TERMS AND CONDITIONS

The following terms and conditions shall be applicable:

- Telephone Support: Service includes unlimited telephone support with a response from the right expert within two hours excluding company holidays defined as New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, the Friday after Thanksgiving and Christmas Day. Holidays falling on Saturday will be observed on the Friday before. Holidays falling on Sunday will be observed the Monday after.
- Service Support: Includes response within 24 hours. Library will notify Tech Logic of any Mechanical or Software issue via telephone. Tech Logic will attempt to correct the issue via telephone support and remote proxy. Should Library and Tech Logic agree that an onsite visit is required, Tech Logic shall provide the Library with an action plan including the anticipated on-site time for the technician. Upon receiving authorization from the Library, Tech Logic or its partnered national service provider will proceed with the site visit. Preventative maintenance visits are provided by our partnered service provider.

- Parts: At our discretion, new, non-original manufacturer or remanufactured parts may be used to perform any repairs. Tech Logic may elect to discontinue certain products for a variety of reasons, including but not limited to; the product is obsoleted at the end of its life cycle, key product components are no longer being manufactured, vendor obsolescence or technology obsolescence.
- Shipping: Shipping charges shall only be incurred when ordering replacement wear items or if an expedited method of shipping is requested. Tech Logic standard shipping is ground service.
- Exclusions: Any damage to the automated sorter or its components caused by the misuse, neglect, or unauthorized repair and maintenance of the equipment, is specifically not covered. Software support under the aforementioned conditions is billable and a quote for services will be provided. Changes to ILS provider and any reconfiguration and/or testing specific to an ILS upgrade and/or conversion will be a billable service to the Library for software support. A quote for services will be provided and a scope of work determined for the project. Library network issues are not covered under the support parameters of this program. Fire suppression systems/components are not covered under this program. Customer is responsible for coverage of extended maintenance for fire suppression after the one (1) year included warranty.
- Routine Weekly/Monthly Maintenance not included: Routine weekly/monthly maintenance as described in the original maintenance documentation provided at the time of sale shall continue to be the responsibility of Library. Issues arising from lack of this maintenance may incur additional charges outside of this program or may render the end of this program.
- Finance Charge: Payment for the program must be received prior to the Effective Date. Delinquent payments shall incur a finance charge of 1.5% per month, with service being suspended until the account is cleared.
- Notices: The notice must be in writing and sent by postage prepaid first-class mail, receipted courier service, or electronic mail to the address which appears below each party's signature below or to such other address as any party shall specify by notice in writing to the other party and
- Term: This service program commences on the Effective Date and, subject to this program, continues from year to year in automatic renewal to be invoiced yearly at anniversary date. Either Party may give written notice to the other not less than thirty (30) business days before the annual anniversary of the Effective Date of this service program should renewal be declined. Libraries engaging in either a three (3) or five (5) year program will be responsible for full payment of any remaining renewal years should the program be discontinued before that term has been fulfilled.
- Compliance with Laws, Codes, Licensing, and Other Standards: Library shall timely advise Tech Logic of any State and/or Local statutes, rules, codes, licensing, regulations, and other standards which may affect this service program and work performed hereunder; and Library shall pay for, and solely bear, all costs of compliance associated therewith.
- Liability: Tech Logic shall not be liable for special, indirect, incidental or consequential damages, whether arising from contract or negligence.
- Assignment: This service program and all rights and obligations hereunder shall not be assignable by Library except with the prior written consent of Tech Logic. A change in

control shall be deemed an assignment subject to this subsection. This service program shall be binding upon each party's permitted successors and assigns.

- Modification: Any modification or alteration of this service program shall be effective only upon written agreement of the parties thereupon.
- Complete Terms and Conditions: This service program subscription constitutes the entire agreement between the parties with regard to the subject matter hereof. No other representations, understandings or agreements have been made or relied upon in the making of this Service Agreement other than those specifically set forth herein. The parties herein acknowledge that they have read the terms and conditions, understand it and agree to be bound by its terms, and further agree that it is the complete and exclusive statement of the agreement between the parties.
- Force Majeure. Neither party shall be liable to the other party for any failure to perform any of its obligations (except payment obligations) under this program during any period in which such performance is delayed by circumstances beyond its reasonable control including, but not limited to, fire, flood, war, embargo, strike, riot or the intervention of any governmental authority (a "Force Majeure"). In such event, however, the delayed party must promptly provide the other party with written notice of the Force Majeure. The delayed party's time for performance will be excused for the duration of the Force Majeure, but if the Force Majeure events lasts longer than thirty (30) days, the other party may immediately terminate the applicable program by giving written notice to the delayed party.

¹ All mechanical labor is included except for routine maintenance. All software updates, patches, routine trouble shooting are part of the AMH Software License and not included in this pricing. Please refer to the Terms and Conditions of the program for all details. Software license renewal is billed separately.

² Normal wear parts include the following:

Automated Material Handling Systems

- Bearings
- Belts
- Chains
- Elastic Drive Bands
- Fuses
- Air hoses
- Rollers
- Sprockets
- Valves

SmartBins

- Batteries
- Brakes
- Brake Cables
- Cables
- Chains
- Sprockets

³ Price of the service program in subsequent years will increase 4% on annual renewal. Multi-year agreements may have discounts apply that reduce this rate.

Signatures:

Tech Logic Corporation

By: *Greg A. Eckhard*

Title: *VP of Finance*

Date: *5/2/16*

Bedford Public Library, TX

By: _____

Title: _____

Date: _____



PREVENTATIVE MAINTENANCE SERVICE CHECKLIST

—AST SYSTEM—

Name of Technician: _____

Date: _____

Library Name: _____

EFFECTIVE DATE: 27 APRIL 2012

REVISION LEVEL: A



INSTRUCTIONS

Use this Service Checklist for all preventive maintenance (PM) that is done on Tech Logic AST systems. Each AST system is different and may not have all components listed in this document. While going through the checklist, please make a note of any parts that need to be replaced, any issues that may need to be looked at later, or any issues that the library brings to your attention.

Tools

It is recommended for the technician to have 3-in-1 oil and lithium grease for chains and moving parts. Q-Tips and Windex are recommended for cleaning photo eyes.



Before You Begin

Before beginning PM, make sure that the library is aware that the system will be down for an extended amount of time, so they can make arrangements for their patrons to deposit their items in other book drops or book bins.

Also before beginning, put the AST machine in Pause using the AST software. When the system is paused, use the troubleshooting screens to check inputs and outputs or to turn different parts of the machine on or off. If a component needs to be replaced or the machine needs adjustment, turn the power off to the entire system before servicing.

Photographs

Photographs appear in this document to clarify the text. It is important for you to remember that these are examples only and do not necessarily represent the actual system.

Questions?

Contact Tech Logic Customer Care by calling **1-866-880-9981**.

EXTERIOR BOOK DROPS

- There are no exterior book drops on this system (skip to next section).
- Book Drop Door**
 - Using the AST software, manually move the door up and down.
 - Verify that the door moves up and down smoothly.
 - Verify that the door opens and closes all the way.
 - Check for grinding noises or abnormal noises.
 - If pneumatic, oil the door slides.
 - If electric, oil the motor screw.
- Photo Eyes**
 - Clean each photo eye with a Q-Tip and Windex.
 - Verify each photo eye reads properly.
 - Adjust alignment or sensitivity as needed.
- Courtesy Lights** (lights that illuminate the faceplate)
 - Verify all of the bulbs are on.
 - Replace as necessary.
- Seal**
 - Verify that the book drop has a good seal around the edges.
- Speaker** (if applicable, some book drops have speakers to play messages and directions)
 - Check volume.
 - Check clarity.

Notes

INTERIOR BOOK DROPS

- There are no interior book drops on this system (skip to next section).
- Photo Eye**
 - Verify that the beginning photo eye located inside of the book drop opening is clean, aligned, and adjusted.
- Message Display** (if applicable)
 - Check that the message display works and displays the correct messages.

Notes

CONVEYOR BELTS

- There are no conveyor belts on this system (skip to next section).
- Belts**
 - Check for any tears in the conveyor belts.
 - Check the V-Guide on the bottom of the belt; make sure it is not worn or coming apart.
-  **Note:** The belt size information is on the plates mounted on the side of the conveyor if a replacement needs to be ordered.
- Lacing**
 - Check that the lacing is tight and in good condition.
- Pulleys**
 - Verify that the pulleys are not making unusual noises.
- Drum Motors**
 - Check for any leaking seals at the elbow and wire from the motorized pulley.
 - Scan the surrounding area for any oil spots or leaks.
- Top Mount Motors**
 - Check the chain tension.
 - Inspect the motor and sprockets.
- Incline Conveyors** (if applicable)
 - Clean the brush on the underside of the conveyor.
- Tracking**
 - Verify that the belts are tracking properly and not wandering.
 - If the belts are wandering, adjust tension to straighten belts.
- Guards** (all gears and chains should have yellow guards in place)
 - Verify that all guarding is in place and in good condition.
- Rollers**
 - Make sure rollers are not making any unusual sounds.
- Curved Conveyors** (if applicable)
 - Look for broken bands; replace the bands if more than two broken in a row.
 - Verify that the clips are holding the rollers in place and that the rollers are centered (equidistant from each other).
- Merge Sections**
 - Look for wear on the belts.
 - Belts should be close together without any big gaps.
 - If there is minor wear, make note of it. If there is excessive wear, request a replacement belt.

Bearings

- Grease all bearings.
- Replace as required.

Notes

SANDWICH BELTS (VERTICAL INCLINE/DECLINE CONVEYORS)

- There are no sandwich belts on this system (skip to next section).
- Bogie Springs/Chains**
 - Check the tension.
 - Make sure that all springs are touching the belt.
 - Pass items of various sizes through the conveyor to verify proper operation.
- Belts**
 - Check the tracking of the belt.
 - Look for any wear or tearing.
 - Check the V-Guide on sandwich belt; make sure that it is not worn or coming apart.

Notes

FIRE SUPPRESSION

- There is no fire suppression on this system (skip to next section).
- Door Actuator**
 - Using the AST software, manually move door up and down to check for proper operation.

Notes

PNEUMATIC SYSTEM

- This system is entirely electric (skip to next section).
- Pressure Regulators**
 - Check for water.
 - Check for loose connections.
 - Check for pressure switch settings — there are two regulators: one for the book drops and one for the sorting sections.
-  **Note:** The bookdrop regulator should be around 90–95 psi.
The sorting regulator should be at least 120 psi.
- Check the system pressure.
-  **Note:** Incoming pressure to AST system (provided by customer) should be at least 120 psi.
- MAC Valves**
 - Check for leaks.
 - Check for loose connections.
- All Pneumatic Devices**
 - Verify that all pneumatic moving parts move quickly and properly; if they do not, the pressure is too low or there is a leak somewhere.

Notes

SORTING SECTION

- Line Shaft Conveyors**
 - Check the alignment of all of the photo eyes.
 - Clean and adjust the photo eyes as needed.
 - Verify that each photo eye is triggered when item passes through (use a book as a test).
 - Adjust the sensitivity if needed.
 - Check all roller bands for wear and tear; replace as needed.
 - Check line shaft bands for wear and tear; replace as needed.
- Transfer Sections (Popup Transfers)**
 - Check all transfer bands for wear; replace as needed.
 - Verify that the transfer moves up and down smoothly.
 - Lubricate the transfer as needed.
 - If pneumatic, check for leaks.
- Retractable Chutes (if applicable)**
 - Check for rips in the belting.
 - If pneumatic, lubricate the slide chutes and actuators with grease and oil cylinders as necessary.
 - If electric, lubricate the slide chutes.
 - Make sure that there is no grinding or unusual noise.
 - Make sure the chutes are fully extending.
- Loader/Unloaders (if applicable)**
 - Check all of the photo eyes.
 - Clean and adjust the photo eyes as necessary.
 - Check the belts for wear and tear.
 - Make sure that there is no grinding or unusual noise coming from the belts or actuators.
- Rotators (if applicable; used on AST systems with placers)**
 - Check the alignment.
 - Check all of the photo eyes.
 - Clean and adjust the photo eyes as necessary.
 - Check the proximity switches.
 - Oil the cylinders as necessary.
- Smart Bins (if applicable)**
 - Verify that all of the outlets on AST system are live, and replace any fuses or reset circuit breakers as necessary.
 - Check for any worn or broken parts; make note of any part that needs to be replaced.

- Check the bin functionality.
 - Manual mode – up/down.
 - Auto mode – up/down.
 - Photo eyes work properly (clean and adjust as needed).
 - Top and bottom limit switches work properly.
 - AST software registers when bin is full.
- Lubricate the gears if bin is making noises.
- Check the floor speed.



Note: The average time it takes for the floor to move its full range of motion is 35–45 seconds.

- Disconnect the bins from AC outlet, and verify that the bins work properly on battery power.
- Sizer/Squarer** (if applicable; usually used with AST systems that have placers or barcode scanning)
 - If pneumatic, lubricate the cylinder.
 - Check the photo eyes; clean and adjust as necessary.
 - Check the fiber optic photo eyes that size the book.
- Placers** (if applicable)
 - Using the AST software, move the placers in/out and up/down.
 - Make sure the x- and z- axis have smooth motion.
 - Verify that the placer paddle moves back and forth smoothly.
 - Verify that the placer head moves up and down smoothly.
 - Check for any worn parts.
 - Verify that the cart tilters and placers are at 15 degrees.
 - Clean and adjust the photo eyes as necessary.
 - Verify that the books are being placed properly.

Notes

GENERAL

Leveling Foot Adjustments



Note: The AST system or building may have settled.

- Verify that the system is level.
- Adjust the feet as needed.

System Area

- Check under the system for any oil on the floor.
- When PM is complete, make sure that all tools are picked up and area is clean.

Paperwork

- Check with the library for any concerns that they have with the system, and make note of them.
- If there are parts that need to be ordered/ replaced, make note of them and contact Tech Logic.

Additional Comments

SIGNATURES

Technician

Date Completed

Employee of library

Date



1818 Buerkle Road
White Bear Lake, MN 55110
USA

Phone: 651.747.0492
Toll free: 800.494.9330
Fax: 651.747.0493
Email: contact@tech-logic.com
Web: www.tech-logic.com



Council Agenda Background

PRESENTER: Maria Redburn, Library Director

DATE: 05/24/16

Council Mission Area: Demonstrate excellent customer service in an efficient manner.

ITEM:

Consider a resolution authorizing the City Manager to enter into agreements with Tech Logic for a Self-Checkout Software License Renewal and Extended Hardware Warranty Agreement in the amount of \$9,597.

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

On November 10, 2009, the City Council approved a contract with Tech Logic to design, construct and install a state-of-the-art, staff-efficient, RFID-based self-checkout, automated materials handling sorter and conveyance system for the Bedford Public Library. The initial warranty expired after one year. On September 8, 2015, City Council approved the City Budget, which included \$10,000 for the Self-Checkout Software License Renewal and Extended Hardware Agreement.

A renewal of the Tech Logic software licenses is required in order to continue to receive software support, technical support, and upgrades. Tech Logic guarantees a two-hour response time on all issues during normal business hours. Tech Logic will install all software upgrades and will also provide support for remote installation assistance, usage, product compatibility, interoperability, diagnostic information and defect inquiries for eligible software products. The Library has ten licenses which need to be renewed for a total of \$4,160.

The Library also needs to renew the extended hardware warranty for the ten RFID antennas and three security gate pedestals. Five of the antennas are connected to the self-checkout stations. The additional five antennas are used by staff to program RFID security tags, process holds and check in materials. Failure of the antennas would reduce customer service levels for the public since 100% of the checkout is done at the self-checkout stations. There are no antennas located at the public service desks. The security gate pedestals sound an alarm when a patron exits without checking out an item. Telephone support is included during business hours. Under the Extended Warranty Agreement, Tech Logic will repair or replace any defective hardware or part. A guaranteed 24-hour service response from the time of the report is also included. The Extended Hardware Warranty Agreement is \$5,437.

The total cost for the Software License Renewal and Extended Hardware Warranty is \$9,597.

RECOMMENDATION:

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into agreements with Tech Logic for the Self-Checkout Software License Renewal and Extended Hardware Warranty Agreement in the amount of \$9,597.

FISCAL IMPACT:

Budget FY 15/16:
Actual Amount:
Variance:

\$10,000
\$9,597
\$403

ATTACHMENTS:

Resolution
Extended Warranty Agreement
Software License Renewal Agreement

RESOLUTION NO. 16-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENTS WITH TECH LOGIC FOR A SELF-CHECKOUT SOFTWARE LICENSE RENEWAL AND EXTENDED HARDWARE WARRANTY IN THE AMOUNT OF \$9,597.

WHEREAS, the City Council of Bedford, Texas approved the purchase of an RFID-based self-checkout, system; and,

WHEREAS, the self-checkout system is critical to the operation of the Bedford Public Library; and,

WHEREAS, the software required to operate the self-checkout requires an annual renewal; and,

WHEREAS, the RFID antennas provide the ability for patrons to check out; and,

WHEREAS, the security gates prevent theft of Library materials; and,

WHEREAS, the City of Bedford staff recommends that the City Council approve a Software License Agreement and an Extended Hardware Warranty Agreement with Tech Logic.

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

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

SECTION 2. That the City Council does hereby authorize the City Manager to enter into a contract in the amount of \$4,160 with Tech Logic for the Self-Checkout Software License Agreement.

SECTION 3. That the City Council does hereby authorize the City Manager to enter into a contract in the amount of \$5,437 with Tech Logic for the Extended Hardware Warranty Agreement.

SECTION 4. That this resolution shall take effect from and after the date of passage.

PRESENTED AND PASSED this 24th day of May 2016, 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

TECH LOGIC CORPORATION
Self Checkout Hardware Extended Limited Warranty Program

Bedford Public Library, TX
Effective 05/01/2016 – 04/30/17
10 RFID Antennas - \$3,120
1 Dual Aisle Gates - \$2,316.60

Pricing: \$5,436.60

TERMS AND CONDITIONS

The following terms and conditions shall be applicable herein:

Parts: Parts will be repaired or replaced with those of like-kind and quality, and may be new, non-original manufacturer or remanufactured. Expendable and/or consumable items or parts included with the equipment are not covered under this program. If parts are not available due to the age of the equipment, end of product life or discontinuation by the manufacturer, then the equipment owner will be given notification by Tech Logic and we will advise of new purchase options. Discontinued parts and/or products will then be removed from the warranty program.

Service Support: Library will notify Tech Logic of any hardware issue via telephone (1-866-880-9981 or 651-389-4990), email to customercare@tech-logic.com or via support request through the customer secure portal. Service support hours are from 8:00 AM-5:00 PM Central time, Mon.-Fri. excluding company holidays defined as New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, the Friday after Thanksgiving and Christmas Day. Holidays falling on Saturday will be observed on the Friday before. Holidays falling on Sunday will be observed the Monday. Tech Logic will attempt to correct the issue via telephone support and remote proxy. Should Library and Tech Logic agree that an onsite service visit is required, Tech Logic shall provide the Library with an action plan including the anticipated travel and on-site time expected to correct the issue as well as a quote for the technician service call. Upon receiving authorization from the Library, Tech Logic will proceed with the service site visit.

Product Service Procedures: If a defect should appear during the extended warranty period, Library should promptly contact Tech Logic Customer Service. Customer Service will advise Library to return the equipment or propose a schedule for repair. If applicable, a return merchandise authorization (RMA) will be assigned and the Library shall return the defective equipment, freight and insurance prepaid, in the original shipping container to, Tech Logic, 1818 Buerkle Road, White Bear Lake, MN 55110 or to other designated service location. All

returned merchandise must include the RMA number. Tech Logic shall not be responsible for any loss or damage incurred in shipping. If a defect is covered by this limited warranty program, the repaired or replaced equipment will be returned to the library at Tech Logic's cost. Requests for expedited return will be considered and difference between normal delivery charge and expedited return pricing will be the responsibility of the Library.

Access: Tech Logic will inform the Library of any access to the system via remote proxy prior to the access. Tech Logic will inform the Library of the reason for accessing the system.

Shipping: Shipping charges will be incurred by Library when ordering replacement items under this program.

Exclusions/Limitations: Any damage to the System or its components caused by the misuse, neglect, or unauthorized repair and maintenance of the equipment, is specifically not covered under this Extended Warranty program. For security gates; should the gate(s) be removed for any reason and then reinstated by the Library, additional charges may be incurred for reconfiguration and system optimization. Tech Logic accepts no responsibility for functionality after re-installation unless the gate(s) are reinstated by Tech Logic personnel or our third party maintenance organization. Extended warranty may be voided.

Routine Weekly Maintenance not included: Routine weekly maintenance as described in the original maintenance documentation provided at the time of sale shall continue to be the responsibility of the Equipment Owner.

Finance Charge: Delinquent payments shall incur a finance charge of 1.5% per month, with service being suspended until the account is cleared.

Compliance with Laws, Codes, Licensing, and Other Standards: The Equipment Owner shall timely advise Tech Logic of any State and/or Local statutes, rules, codes, licensing, regulations, and other standards which may affect this program and work performed hereunder; and Equipment Owner shall pay for, and solely bear, all costs of compliance associated therewith.

Liability: Tech Logic shall not be liable for special, indirect, incidental or consequential damages, whether arising from contract or negligence.

Assignment: This Extended Warranty Program and all rights and obligations hereunder shall not be assignable by Library except with the prior written consent of Tech Logic. A change in control shall be deemed an assignment subject to this subsection. This Extended Warranty Program shall be binding upon each party's permitted successors and assigns.

Modification: Any modification or alteration of this Extended Warranty Program shall be effective only upon written agreement of the parties thereupon.

Notices: To give notice under this Agreement, the Notice must be in writing and sent by postage prepaid first-class mail, receipted courier service, or electronic

mail to the address which appears below each party's signature below or to such other address as any party shall specify.

Term: The Extended Warranty Program commences on the Effective Date and, subject to this Warranty Program, continues from year to year in automatic renewal to be invoiced yearly at anniversary date. Either Party may give written Notice to the other not less than thirty (30) business days before the annual anniversary of the Effective Date of this Warranty Program for renewal to be declined.

Complete Agreement: This Extended Warranty Program constitutes the entire agreement between the parties with regard to the subject matter hereof. No other representations, understandings or agreements have been made or relied upon in the making of this Extended Warranty Program other than those specifically set forth herein. The parties herein acknowledge that they have read this Extended Warranty Program, understand it and agree to be bound by its terms, and further agree that it is the complete and exclusive statement of the agreement between the parties.

Force Majeure. Neither party shall be liable to the other party for any failure to perform any of its obligations (except payment obligations) under this Program during any period in which such performance is delayed by circumstances beyond its reasonable control including, but not limited to, fire, flood, war, embargo, strike, riot or the intervention of any governmental authority (a "Force Majeure"). In such event, however, the delayed party must promptly provide the other party with written notice of the Force Majeure. The delayed party's time for performance will be excused for the duration of the Force Majeure, but if the Force Majeure events lasts longer than thirty (30) days, the other party may immediately terminate the applicable Program by giving written notice to the delayed party.

Signatures:

Tech Logic Corporation

By: *Greg A. Eckhart*

Title: *VP of Finance*

Date: *5/2/16*

Bedford Public Library, TX

By: _____

Title: _____

Date: _____

CircIT Software Support License Terms and Conditions

Bedford Public Library, TX

Effective 05/01/2016– 04/30/17

License Seats: 10

Pricing: \$4,160

Program Description:

Access to Online Self-Help Support Services: All Tech Logic customers who purchase a CircIT software license will have access to the online self-help services available at www.Tech-Logic.com. The services available within our customer portal include basic assistance, marketing information, training information, software documentation, and the ability to submit and view online help tickets, and access to the software support manual.

Remote Technical Support: Contact Tech Logic for specific, task-oriented questions regarding the operation of currently supported software products. The support license includes telephone support from 8:00 AM-5:00 PM Central time, Mon.-Fri. excluding company holidays defined as New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, the Friday after Thanksgiving and Christmas Day. Holidays falling on Saturday will be observed on the Friday before. Holidays falling on Sunday will be observed the Monday. Library will notify Tech Logic of any hardware issue via telephone (1-866-880-9981 or 651-389-4990), email to customercare@tech-logic.com or via support request through the customer secure portal. Tech Logic will attempt to correct the issue via telephone support and remote proxy. Types of support available include usage, product compatibility, diagnostic information, and defect inquiries about eligible software products.

Software Maintenance: Software maintenance includes remote problem analysis and assistance during normal business hours and support for routine installation and usage questions. Access to our web-based customer portal for enhanced electronic support features. This is available only on the licenses covered and the software versions that are currently supported by Tech Logic.

Enhancements: Library requested software enhancements are not included in the software support license. Software enhancements may be submitted to Tech Logic's Product Line division for consideration.

Upgrades: Upgrades to our software will be announced by Tech Logic. Software version upgrades are included and will be scheduled with the customer at a mutually agreed upon date and time during operating hours of Tech Logic. Should special circumstances require scheduling outside of operating hours, services will be quoted and approved by customer prior to scheduling. Upgrades are done via remote session with the customer. Should the customer request onsite upgrade assistance, Tech Logic will provide a quote for this service to be approved by the customer prior to execution. Upgrades to new software products/ platforms are not included in this license.

Software License Coverage: All copies/licenses of the software, regardless of how the copies were obtained, must be renewed annually. You are entitled to software support only on the licenses covered.

Fees are due and shall be paid by Library at time of purchase of the software and upon any subsequent purchase date anniversaries. *Prices are subject to change for subsequent annual periods.

3. TERMS AND CONDITIONS

The following terms and conditions shall be applicable to this Software Support Agreement:

Support: Support is available from 8:00 AM-5:00 PM Central time, Mon.-Fri. excluding company holidays defined as New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, the Friday after Thanksgiving and Christmas Day. Holidays falling on Saturday will be observed on the Friday before. Holidays falling on Sunday will be observed the Monday after.

Response Time: Response time objective of two hours during prime shift for voice and electronic problem submissions. Response time for critical/emergency problems during off-shift hours is based on support availability.

Licensing: You are entitled to software support only on the licenses covered by this software support agreement.

Renewal: All copies of the Tech Logic software, including those on servers, workstations, and terminals must be licensed in order to receive support on those copies. Tech Logic reserves the right to refuse software support on unlicensed or unsupported copies of the Tech Logic software.

Exclusions: Any damage to the software or its components caused by misuse, a malicious virus, unauthorized changes in the software, or unsupported operating systems, is specifically not covered under the Software Support Agreement. Requests to implement software to a new server or reinstallation of terminal software will be a quoted activity. Changes to ILS provider and any reconfiguration and/or testing specific to this change will incur additional costs and will be quoted on a per project basis. Onsite requests are billable and quoted at time of request.

Finance Charge: Payment for the program must be received prior to the Effective Date. Delinquent payments shall incur a finance charge of 1.5% per month, with service being suspended until the account is cleared.

Liability: Tech Logic shall not be liable for special, indirect, incidental or consequential damages, whether arising from contract or negligence.

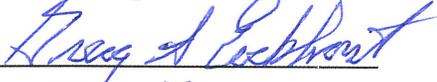
Assignment: This CircIT Software License Agreement and all rights and obligations hereunder shall not be assignable by Library except with the prior written consent of Tech Logic. A change in control shall be deemed an assignment subject to this subsection.

Modification: Any modification or alteration of this CircIT Software License Agreement shall be effective only upon written agreement of the parties thereupon.

Complete Agreement: This CircIT Software License Agreement constitutes the entire agreement between the parties with regard to the subject matter hereof. No other representations, understandings, or agreements have been made or relied upon in the making of this Software Service Agreement other than those specifically set forth herein. The parties herein acknowledge that they have read this Software Service Agreement, understand it and agree to be bound by its terms, and further agree that it is the complete and exclusive statement of the agreement between the parties.

Signatures:

Tech Logic Corporation

By: 
Title: VP of Finance
Date: 5/2/16

Bedford Public Library, TX

By: _____
Title: _____
Date: _____



Council Agenda Background

PRESENTER: Kenny Overstreet,
Public Works Director

DATE: 05/24/16

Council Mission Area: Protect the vitality of neighborhoods.

ITEM:

Consider a resolution authorizing the City Manager to enter into a contract with Peachtree Construction, LTD in the amount of \$153,250 for the Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project.

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

In 1998, Brookhaven Circle and Cumberland Drive received a 1” Hot Mix Asphaltic Concrete (HMAC) Overlay for the rehabilitation of the street. That same year, Monterrey Street received a 2” HMAC Overlay. In 2002, all three streets received a crack-sealing application to further preserve the street.

Since the rehabilitation of the streets in 1998, a new 60” storm drain line and a new sewer line have been installed on the three streets and another 48” storm drain line has been installed on Monterrey Street. Ditch line patches were completed to the road where the lines were installed. The seams between the patches and the original asphalt surface have started to unravel, causing potholes and sub-base failures. In order to preserve the surface and the sub-base of the roads, staff determined that the three streets require a 2” mill and overlay.

On April 27, 2016, seven bids were received. Peachtree Construction, LTD submitted the lowest bid in the amount of \$153,250. The highest bid amount submitted was \$199,197 and the average bid amount was \$174,150.

Staff recommends Peachtree Construction, LTD from Keller, Texas for this project. They were highly recommended by the City of Fort Worth for successfully providing milling and overlay services for the last 15 years without any problems. In addition, the cities of Keller, Desoto and Waxahachie gave favorable references for Peachtree Construction, LTD.

Funding in the amount of \$200,000 was approved by the Street Improvement Economic Development Corporation for the Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project at their January 19, 2016 meeting.

If approved, the award amount of \$153,250 will be paid from the FY 2015-16 Street Improvement Economic Development Corporation contract labor budget. The completion time for the project is 60 consecutive calendar days after the date specified in the Notice to Proceed.

RECOMMENDATION:

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into a contract with Peachtree Construction, LTD in the amount of \$153,250 for the Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project.

FISCAL IMPACT

SIEDC Contract Labor
Project Budget: \$200,000
Bid Amount: \$153,250
Difference: \$ 46,750

FISCAL IMPACT:

Resolution
Bid Tab
Maps

RESOLUTION NO. 16-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PEACHTREE CONSTRUCTION, LTD IN THE AMOUNT OF \$153,250 FOR THE BROOKHAVEN CIRCLE, CUMBERLAND DRIVE AND MONTERREY STREET ASPHALT MILL AND OVERLAY PROJECT.

WHEREAS, the City Council of Bedford, Texas has determined that preserving the streets utilizing the mill and overlay process is necessary for the health and safety of its citizens; and,

WHEREAS, the City Council of Bedford, Texas recognizes the importance of providing these improvements to protect the vitality of neighborhoods.

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

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

SECTION 2. That the City Council does hereby authorize the City Manager to enter into a contract with Peachtree Construction, Ltd for the Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project, in the amount of \$153,250.

SECTION 3. That funding will come from the Street Improvement Economic Development Fund.

PRESENTED AND PASSED this 24th day of May 2016, 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:

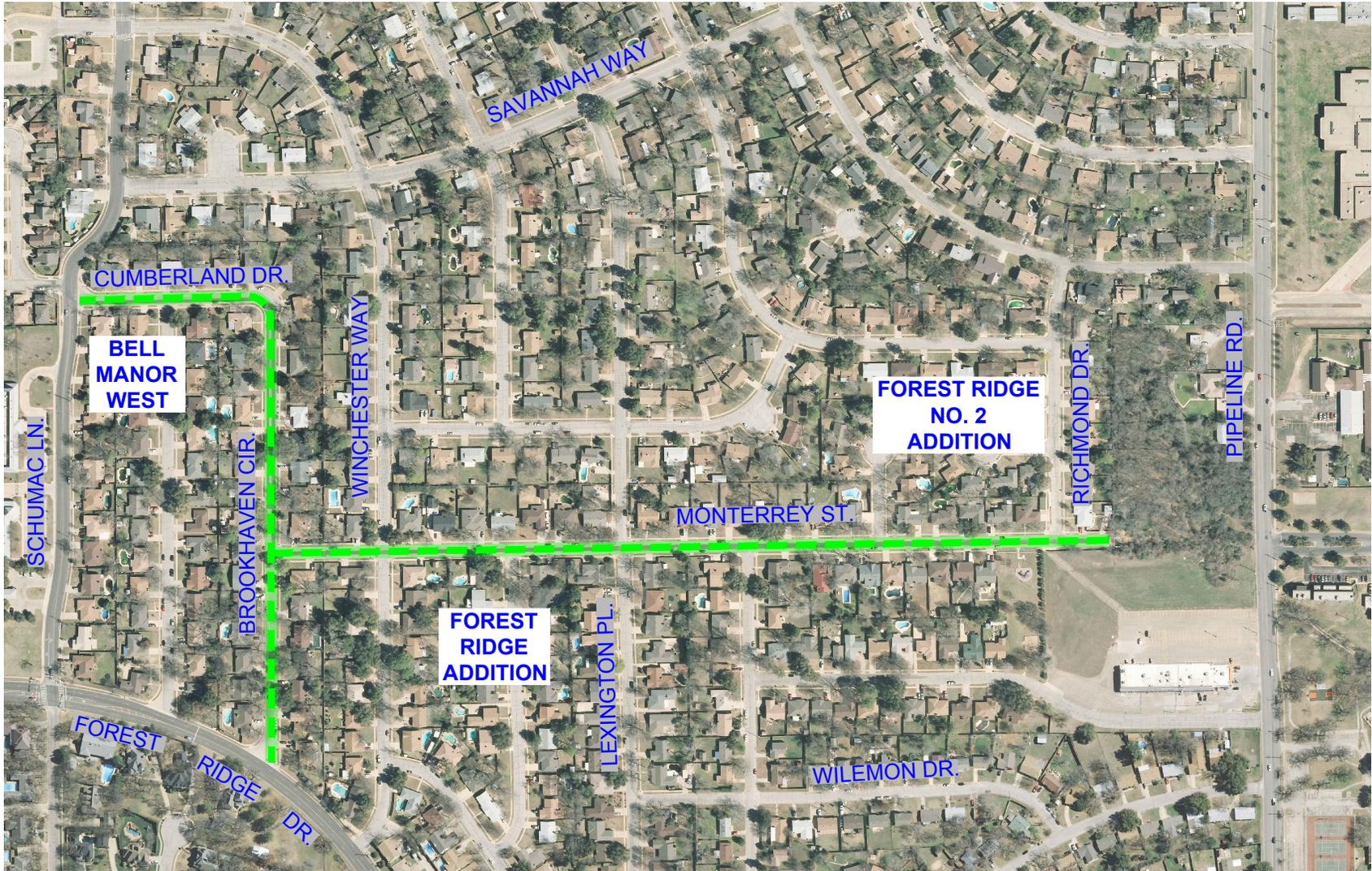
Michael Wells, City Secretary

APPROVED AS TO FORM:

Stan Lowry, City Attorney

City of Bedford Brookhaven Circle, Cumberland Drive and Monterrey Street Asphalt Mill and Overlay Project
Bid Date: Wednesday, April 27, 2016 at 2:00 P.M.
Bid Tabulation

TOTAL AMOUNT BID	Peachtree Constuction, Ltd. Keller, TX	Reynolds Asphalt & Construction Company, Eules, TX	JLB Contracting, LLC, Fort Worth, TX
	\$153,250.00	\$156,690.00	\$168,921.00
	<i>RECOMMENDED AWARD</i>		
	Old Castle Pavement Solution, Dallas, TX	Reliable Paving, Inc., Arlington, TX	Reyes Group, LTD, Grand Prairie, TX
	\$170,730.00	\$179,400.00	\$190,860.00
	Pavecon Public Works, Grand Prairie, TX	Average Bid	
	\$199,197.00	\$174,150.00	



BROOKHAVEN CIRCLE, CUMBERLAND DRIVE & MONTERREY STREET ASPHALT MILL AND OVERLAY PROJECT

SIEDC (4B) 16-04



SCALE IN FEET

 PROJECT STREETS

