

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in work session at 8:00 a.m., at Homewood Suites, 2401 Airport Freeway, Bedford, Texas 76021 on the 20th day of March 2010 with the following members present:

Jim Story	Mayor
Chris Brown	Council Members
Ray Champney	
Roger Fisher	
Roy Savage	
Roy W. Turner	

Constituting a quorum.

Councilwoman Nail was absent from today's meeting.

Staff present included:

Beverly Queen	City Manager
David Miller	Interim Deputy City Manager
Michael Wells	Acting City Secretary

CALL TO ORDER/GENERAL COMMENTS

Mayor Story called the work session to order at 8:11 a.m.

WORK SESSION 8:00 a.m.

1) Council strategic planning session to include discussion regarding the Council's visions, goals and related topics.

Mayor Story stated that the main reason for this meeting is to look at Council's priorities since so many Council members are pushing their projects we may be overloading ourselves. He then introduced Joe Gonzalez who will be facilitating this meeting.

Mr. Gonzales stated that the outcome of today is for Council to agree on strategic priorities. The 183 expansion has accelerated and things have to occur regarding that issue and there are competing priorities. The model is to identify the topic, have a discussion and decide on the next step on priorities, goals and projects. It was stated that many of the staff working on the Council's goals are the same staff working on the 183 expansion. Council was asked if they would agree to push some of these goals back in order to deal with the mandatory dates set by the 183 expansion. Council agreed that 183 is the dominant priority but they did not want to lose sight of anything else that can benefit Bedford.

City Manager Beverly Queen went through the Council goals identified in the last strategic planning work session as well as others assigned to staff through the year during the Council meetings. They are as follows:

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- Alternative energy – Steps that are being pursued for this item include analyzing information from David Franklin of the Community Affairs Commission, evaluating current regulations in regards to solar, geothermal and wind, developing a questionnaire for the Council for their thoughts on regulations in regards to alternative energy, and researching financing programs from the State.
- Designation from State of Texas - This has been discussed with the Parks Board and the Beautification Commission. Staff is recommending this item be coordinated with and be applied for when the rebranding process is completed
- Website marketing for local businesses – Research has been done with software systems and surveys have been conducted with other cities. Concerns include keeping it at a fairly low cost and to complement but not compete with what is already out there with the Chamber of Commerce. Options and cost ranges need to be discussed during the budget process. Additional research needs to be done to see if businesses are willing to pay to advertise.
- Rebranding – The Rebranding Committee has selected two firms and should be able to bring this item before Council by the end of April or the beginning of May so Council can see part of the presentations that the committee saw. Both firms come with the brand, the tagline, implementation guidelines and policies. Deliverables costs could be cut by the City doing those itself.

Council was in agreement that staff could combine items #2 - 4 as one priority in regards to staff and resources.

- Boards and Commissions – The City Secretary's office has been working on a redesign of the board and commission website pages. In regards to the posting of minutes, this will be a training issue with the citizen minute takers. This item should not take too much longer to finish.
- Cultural District – Certain elements need to be in place to create a successful application for this designation. ARTNSET fulfills many of the requirements for the application and is taking a leadership role. There is a concern that ARTSNET would like to offer this to other cities. If the City is striving for something unique, then partnering with ARTSNET may not be the way to go. Council was in agreement that they did not want ARTSNET to offer this to other cities. There was consensus to work again with ARTSNET on this issue and if not successful, to set up our own framework which would include establishing a board and a 503(c)3.
- Open Forum and Persons to be Heard – This item has been completed.
- Non-smoking ordinance – A draft ordinance has been developed. Council indicated that they want to work in conjunction with Hurst and Euless on this issue. Councilmen Turner and Fisher agreed to work together in making contact with the other cities.
- Plan for face lift to businesses – No action has been taken so far on this item. There was discussion among Council about focusing more on residential properties as opposed to commercial properties and moving this item under economic development and future business development. Recommendations from Council included an economic incentive fund, marketing incentives on the website, and a tax abatement program for both residential and commercial properties. Currently, the City has a written incentive program which is broadly worded so that there can be a variety of options. The abatement program could be its own ordinance. There was also discussion about creating incentives for businesses that could be potentially displaced by the 183 expansion.
- Best ED practices of other cities – Staff developed a survey which was given to other cities. The results of this survey will be brought back to Council at a future date.
- Partnerships with HEB ISD – Councilmen Fisher and Brown have had several discussions with

Andy Cargile and Dr. Gene Buinger of the school district regarding allowing the City to highlight school district land on the City's development maps in order to attract developers to the City. Councilmen Fisher and Brown agreed to meet with Mr. Cargile and Dr. Buinger to see about making this an agenda item at a future school board meeting.

- City Council Web Streaming – This item was funded in the current year's budget but this was included in a hold on discretionary spending. The City website is in the process of being hosted by a third party which give us some more options. The plan is to move forward on this item after April. Council wants to look at archiving old meetings as well.
- Residential revitalization - Staff attended the Spring Blitz event held by the City of Euless on March 12. Building Official Russell Hines is working with 6 Stones Ministry to identify property in Bedford for a future event. There is a need to get a handle on the logistics of the program. Council agreed to have the City Manager meet with a representative from Euless to learn what is involved in this program from which a timeframe could be developed for moving forward on this item.

Staff Priorities – Priorities are defined as follows: Priority 1 has defined deadlines by somebody outside the organization and is inflexible; Priority 2 has similar deadlines as Priority 1 but are further out in the future; Priority 3 are items that the City has control over and are not time sensitive. These priorities include capital projects and the 183 expansion but do not include day-to-day activities.

- 183 Aesthetics Committee - There was a meeting with the Aesthetics Committee on Friday but TXDOT lacked information and gave four different prices. The Committee will try to meet again next Thursday and Ms. Queen will meet with Theresa Lopez, the project manager for the North Tarrant Express, on Monday.
- Comprehensive Plan Update – This item is currently underway by the Planning and Zoning Commission and it will include the 183 Overlay District. It should be brought before Council in August and the timeframe for completion is September of 2010.
- Zoning Ordinance – The timeframe for this to begin is at the end of the comprehensive plan update.
- 183 Utility Relocation – This item has to be done prior to construction. The contractor is going to do the design and should be done sometime this year. There will need to be contracts between the City and the State. The City is responsible for 50% of the funding but other funding issues will need to be worked out such as if it is to be paid upfront and reimbursement. Funding for this will be through Certificates of Obligation and is included in the 5 year CIP.
- 183 Design/Schematic / Access Improvements – This is the top priority of the City. The design is not currently how the City wants it as far as access to shopping centers, driveways, and the transition of City streets with freeway intersections. This has to be resolved before the construction documents are finalized. The main concern is Bedford Road being reduced from 3 to 2 lanes which would create a major bottleneck. The next step is for staff to work with Ms. Lopez and if not successful, to have the Mayor and Mayor pro tem approach the State legislators for assistance.
- 183 Drainage Improvements– Staff now knows what size drainpipe is going under the freeway so they can do the appropriate design. Still to be done are the design of the crossways and property acquisitions. Council has already given the authorization to staff to begin negotiations with property owners. Staff will bring back action items regarding offers for these properties.
- Traffic Signal Improvements - This is a grant that was received from the State. The City needs to come up with \$500,000 for a matching share. Council has already approved a contract with Kimley-Horn. This project has to be complete by December of 2011. The funding mechanism will be brought before Council in June or July and can be done through General Obligation or Certificate of

Obligation bonds.

- 183 Traffic Corridor Improvements – This includes expanding the left turn lanes to move traffic more efficiently. This could be funded with 4B cash, remaining street bonds, or Certificate of Obligation bonds. The estimated cost of this project is \$750,000. The funding authorization will need to come from Council in June or July.
- 183 Public Information Plan – This item has not been started yet. There is a lot of skepticism among the public about the project. Staff needs to work on this with TXDoT and the contractor. Questions that need to be answered are what tools are to be used, when it is going to start, and who is going to be targeted. Council indicated that they also want to tie this in with the shop Bedford program.
- Library Construction – Bids need to be put out for furnishings, equipment and computers. Staff is looking at opening in January 2011. The original budget for this project in October of 2008 was \$9.4 million and \$8.9 million was available for construction. Council moved forward with the RFID and materials handling equipment which added approximately another \$500,000 for a shortfall of \$1 million. Other items added an additional \$1 million. Along with provisions for a walkway and monument, everything not included in the original bond would amount to a \$2 million shortage. Funding would come from issuing certificates of obligation, grant money, reducing the fund balance and money raised by the Library Foundation. The deadline for authorizing the funding would be late summer during budget talks. The consensus among Council was to target a February 5 opening date depending on the availability of Laura Bush to dedicate the Library and if she is unavailable for that date, to then work with other dates in February.
- 183 Committees – The Traffic Management Committee has not yet met. Its purpose is to make alternate traffic routes and will be active throughout construction. The Utility Committee's purpose is to coordinate utility relocation. The Executive Committee includes the mayor and city manager of each city and has not yet met. Time and staff support is not yet known and there is no timeframe. City Staff will be the same on all of these committees.
- 183 Urban Design – This involves what the City wants the intersections to look like including monument signs. The City is responsible for the funding and City can set its own deadline.
- FY10-11 Process – All of these projects have a budget consideration. Budget kickoff was two weeks ago and will continue through its adoption in September.
- 183 Fiscal Impact Analysis – This item needs to be tied down by the time of the budget discussion. These include property tax values, sales tax impact, alcoholic beverage tax, municipal court fines, water and sewer sales, and red light camera revenue.
- Simpson Terrace Well – This item has been discussed with Council regarding the other wells being plugged due to TCEQ violations. It was recommended to move forward on drilling another well on Simpson Terrace. The next step is to finish a cost benefit analysis to determine the return on investment which should be done by June. The cost for this project would be about \$800,000.
- Boys Ranch – The City is looking no further than Phase I which is the Boys Ranch Lake. There is a need to establish a schedule and funding. Design for the drainage channel should be completed by the end of September so there would be a better idea of what the costs for that particular item which would be paid from the Storm Water Fund. In regards to restrooms, Parks staff is going by the Parks Master Plan to determine which set should be done first. There is enough money for one set at the Boys Ranch and another set at Stormie Jones. The recommendations would be taken to the Parks Board and the new restroom should be open by next summer.

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- Automated meter reading – This item depends on the cost benefit analysis. The return on investment is not as assured as staff would like it to be. This is a \$6 million project and will require an additional \$100,000 to \$150,000 in additional water and sewer funds. The biggest expense is the purchase of the new meters. The City is looking at doing a performance contract similar to what has been done with energy management. If the savings do not match what the company's projections were then the company has to make up the difference. There are other options for financing this project besides Certificates of Obligation including state financing programs. The City is currently changing out 10% of the residential meters based on the age of the meter which equals about \$50,000 to \$60,000 a year.
- 2010 Census – The Community Affairs Commission is currently working on this project to encourage participation. The City has advertised it extensively and there have been meetings with churches, senior centers, apartment complexes and businesses. The bulk of the work should be done by April.
- Community Affairs Commission - The Commission has formed subcommittees for Business, Residential and Alternative Energy. They currently need some direction from the Council. They would like to design a brochure to advertise the Commission to distribute to churches and businesses. They would also like to advertise in the City Magazine. Council would like to establish goals and tasks for the Commission at a future Council meeting.

The following are CIP projects:

- Replace water mains in Shady Brook Addition – This project has been funded and should be completed by end of the calendar year.
- Northwest Pressure Plane – The City is currently waiting for information from the Trinity River Authority. The project is already funded and should be completed by end of June.
- Misc water line replacement – This project is to replace a water line on Martin Drive and is already funded.
- Water Supervisory Control and Data Acquisition System (SCADA) – This system would allow the City to monitor the volume of water stored in our tanks and how much is pumped. The City currently can get this information from TRA but not in real time.
- Valve Replacement Program – This is an ongoing program to locate and replace broken valves and will take about three years to complete.
- Erosion Control – Brookhollow Park - This project is not funded yet. A portion of the Sulfur Branch bonds, when they are funded, are intended for these erosion controls. The City needs to consider funding these sometime this year.
- Schumac Monterrey Storm Drain Improvements – This is an area of Bedford that floods on regular basis. The solutions are to either do the drainage improvements which would cost over \$1,000,000 or buy the properties that flood. This could be part of the Storm Water debt issue this summer.
- Infiltration and Inflow Studies – These studies look for weaknesses and failures in the sewer system. This project is currently in progress and should be complete by September.
- Sewer line rehab – Segment II and Somerset Circle – These projects are part of the current CIP. One of these projects should be finished by August and the other by the end of the calendar year.
- Sanitary Sewer Creek Crossings & Brown Trail Sewer Line Rehab – The items are more

maintenance on sewer lines.

- Hurst Bedford Sanitary Sewer Connection Study – There is a section in the northwest section of the City where the sewer system flows into Hurst rather than into our TRA lines. There is a contractual agreement with Hurst that dictates that is to occur and how much is to be paid for that service. The City has been trying to come to a compromise with Hurst on an agreement that is more cost effective and more realistically reflects the cost to maintain that line. This costs approximately \$300,000 a year to utilize that system which is twice what the City charges its residents for their sewer services.

The following are 4B Projects:

- NTE Related Traffic Flow Improvements – The City needs to lengthen left turn lanes to improve traffic flow.
- Repaving of Shady Brook Drive from Bedford Road to Harwood Road – This is a County project.
- Rebuild Dora Street from Pipeline Road to Phyllis Street & Crack Sealing of Asphalt Streets – These are both 4B approved projects.

Council agreed that the next step is for Ms. Queen and Mr. Gonzalez to meet next week to examine the Council's goals and to come back with a schedule in terms of priorities and execution based on feedback from Council at this meeting.

There were comments regarding getting the Buxton Group to give input on what kind of businesses may be attracted to a cultural district designation as well as target categories of businesses that would be effective from a revenue generating standpoint. There was also a desire to have an additional meeting before budget time to talk about things that the City needs to spend money on and how they affect the budget.

ADJOURNMENT

Mayor Story adjourned the meeting at 1:45 p.m.

Jim Story, Mayor

ATTEST:

Michael Wells, Acting City Secretary