

Council Minutes June 23, 2015

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in Work Session at 5:00 p.m. and Regular Session at 6:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 23rd day of June, 2015 with the following members present:

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

constituting a quorum.

Staff present included:

Roger Gibson	Interim City Manager
Kelli Agan	Interim Assistant City Manager
Stan Lowry	City Attorney
Michael Wells	City Secretary
Cliff Blackwell	Administrative Services Director
Chuck Carlisle	Fleet and Facility Services Manager
Gary Clopton	Information Technology Manager
Natalie Foster	Marketing Specialist
Wendy Hartnett	Special Events Manager
Tom Hoover	Public Works Director
Jeanne Green	Community Services Supervisor
Jerry Laverty	Environmental Specialist
Jill McAdams	Human Resources Director
Kenny Overstreet	Field Operations Manager
Emilio Sanchez	Planning Manager
Bill Syblon	Economic Development Director
James Tindell	Fire Chief

COUNCIL CHAMBER WORK SESSION

Mayor Griffin called the Work Session to order at 5:00 p.m.

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

Council discussed placing the following items on consent: 3, 6, 7, 8, 10, 12 and 13.

Community Services Supervisor Jeanne Green presented information regarding Item #6. She stated that the Emerging Leaders Program Class would like to have an ongoing passive fundraising opportunity for the Animal Shelter. This item is authorizing the City to enter into a letter of agreement with Big Frog Custom T-Shirts & More, with proceeds benefitting the Shelter. In answer to a question from Council, Ms. Green stated that the shirts would be sold for \$10.00 a piece and the City would be

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receiving a guaranteed flat \$3.00 per piece.

Fleet and Facility Services Manager Chuck Carlisle presented information regarding Item #7, which is to enter into an agreement with Harrison Walker and Harper (HWH) to seal and repair the mortar at the Old Bedford School for \$43,000. When the building was looked at for general maintenance, it was discovered that the paint around the windows was bubbling due to moisture entering into the building. The windows themselves are in the process of being replaced. On the exterior of the building above the windows and at the top of the building, one can stick their hand between the bricks. Staff contacted several vendors and only received one quote in the amount of \$100,000 for both buildings. Staff then reached out to HWH, which is a The Interlocal Purchasing System (TIPS/TAPS) vendor, for an estimate as it was felt the City would not get a competitive bid. In answer to questions from Council, Mr. Carlisle stated that HWH performed a visual inspection and estimated that 20 percent of the building needed attention and tuckpointing; that if the total goes over that 20 percent, the additional costs would be on HWH; and that HWH will match the mortar as closely as possible and he has been told that there will not be any notable difference.

Public Works Director Tom Hoover and Environmental Specialist Jerry Laverty presented information regarding Item #8, which is to formally put in writing what the City has been doing the previous two years for mosquito abatement. In comparison with surrounding cities, the City is making a larger effort towards its mosquito maintenance program. Public Works has a four-man crew with Mr. Laverty in charge, who treat creeks once a month or twice if the medium risk level is reached, and walk every linear foot of creeks and streams to locate sources of breeding sites. When the high risk range is reached, staff will spray with ULV equipment within a quarter mile of a human case. Up to that point, staff will perform a combination of adulticide and larvicide, as well as do public education. There was discussion on informing the public; the work being done at the schools; the City being compliant with Environmental Protection Agency regulations; citizens taking care of their individual properties to prevent mosquitoes; source reduction; misinformation on West Nile Virus and mosquitoes; and making videos of Public Works crews working in the creeks and doing interviews to be looped on social media and the City's cable channel.

Mr. Hoover and Field Operations Manager Kenny Overstreet presented information regarding Item #9. They showed an example of the Badger E Series smart meters that the City has been installing. The meters do not currently have transponders, but when the City is successful with the State Water Implementation Fund (SWIFT) program, transponders can be snapped on the meter and retrofitted on those that are already in place. In answer to questions from Council, it was stated that there is a little over 200 meters on the dead list; that when a meter stops, the customer still gets charged the base rate but not the volume charge; that the smart meters are replacing ones that are 10 to 15 years old or older; that it will take three to four weeks to receive the meters once they are ordered; that the City averages between 180 to 200 meter replacements a year; that staff tries to have approximately 300 meters in stock, or two percent of the older meter stock; that the 230 meters would replace all of the dead meters but would not give them any inventory; that the item is strictly for the meter, while the associated labor for installation is budgeted in their normal operations; and that the full budgeted amount of \$62,700 would purchase 345 meters. Council was of the consensus to approve the full budgeted amount in the Regular Session.

There was discussion on Item #10 being housekeeping, with no money being disbursed and no contracts being signed.

- **Report on the Community Powered Revitalization Program's 2015 Spring Blitz.**

Scott Sheppard with 6Stones presented information regarding the Community Powered Revitalization (CPR) Program's 2015 Spring Blitz. He stated that 6Stones was founded in 2009 and that its vision is to be a catalyst of hope that transforms lives, homes and the community. They are a building coalition that provides solutions to meet the needs of the community. In 2010, they took the City of Eules'

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revitalization program and moved it into the CPR Program, which is now in the HEB area, Watauga, Richland Hills, Haltom City, Cleburne, Mansfield and four cities in the Fort Worth area. He displayed pictures of two houses rehabilitated as part of a project by Atmos Energy in May. The CPR Program is now at almost 400 homes, 68 of which are in Bedford. The City's annual match is \$20,000, the estimated retail value of work is over \$80,000 and there have been 20 projects completed in the past year. He discussed a project at 344 Patricia Lane, whereby a condemned home was demolished and a new single-family house built, which is now owner-occupied. He further discussed a new phase in their 380 agreements with adding a clause for property transference. He displayed charts showing five-year trends on the number of houses, churches, businesses and overall volunteers that participate in CPR, with 36 homes and 1,500 volunteers participating in the most recent Spring Blitz. He displayed a chart showing the overall fiscal impact, which includes cash donations, the investment from the cities, and in-kind donations. He stated that the bigger picture is that they are building a replicable template for other communities. He discussed other 6Stones projects including Operation Back 2 School, Night of Wonder, the New Hope Center and the Community Garden. He further discussed volunteers, including Farmer's Insurance wanting to do their own team building projects and the dates for the upcoming Fall and Spring Blitzes. There was discussion on creating a sense of community; a template as new volunteer teams become involved; CPR having a dramatic impact on peoples' lives and the City; 6Stones and Mr. Sheppard getting the neighboring cities to talk; the City's contributions being \$25,000 in salary support and \$20,000 in reimbursable expenses, the latter of which is less than what other cities contribute; the City having neighborhoods that do not necessarily qualify for funding from Tarrant County and homes that are typically larger and cost more to rehabilitate; examining the 380 agreement; and raising the amount for materials to \$25,000 or \$30,000.

- **Report on the Phase 1 of the Boys Ranch Park Master Plan.**

Mark Hatchel with Kimley-Horn & Associates presented an update on Phase 1 of the Boys Ranch Master Plan. The project is two to three months behind due to the weather. Most of the top area of the channel down to the lake should be completed with stone, and the playground finished, by the end of July. In August, all of the bridges and waterfall weirs should be set and work should be done on the lake edging, dredging, and the installation of the stonework. It is hoped that the entire project will be completed by early November. In answer to questions from Council, Mr. Hatchel stated that the old pavilion would be coming down soon and replaced with a newer one with the City's logo and masonry columns that match the brick and stonework of the newer buildings in the City; and that the island in the lake is being removed.

- **Report on the upcoming 4thFest event and venue location.**

Special Events Manager Wendy Hartnett presented a report on the upcoming 4thFest event, which will be moved to the property at the Library and the OBS. The kids tent and Inflatafun area will be behind the OBS, the car show will be at the south end of the Library, and the VIP tent will be to the left of the main stage. There will be no onsite parking and the Library will be for handicap parking only. Shuttles will be used from Pennington Field and will drop people off of Bedford Road, which will be shut down from 4:00 p.m. to midnight with any traffic coming through being a one-way loop. Fireworks will be fired from the BluesFest site but there will be no public viewing from that location. Beer will be sold onsite for the first time and they will be adding a canned good component with prizes. To announce the change, there will be a half page advertisement in the HEB News, along with notices on the five portable signs and signs at the Boys Ranch. In answer to questions from Council, it was stated that the reason for the move is the construction at the Boys Ranch; that five configurations and four separate sites were studied and considered; and that the move is being advertised through a press release, banners, updates to the website, a digital component through the Star-Telegram, the half-page advertisement, electric signs, the back of the water bill, and social media. There was discussion on adding banners on the fence at the Boys Ranch.

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- **Report on recent Development Department activities.**

Development Director Bill Syblon presented a report on recent Development Department activities. He gave an update on the recent International Council of Shopping Centers (ICSC) Real Estate Convention, which is the largest retail real estate convention in the world. There were 36,000 attendees, 3,000 retailers and 1M square feet of area to walk. The Mayor and staff go as part of the HEB Economic Development Foundation, comprised of the cities of Hurst, Euless and Bedford, HEB ISD and the HEB Chamber of Commerce, to market HEB as a larger area on a national scale. Ultimately, however, they are trying to make something happen in the City of Bedford. He displayed a sample of their contact spreadsheet, a poster board that staff displayed at the City Expo to receive input from residents on what they would like to see in Bedford, and examples of their marketing materials including detailed maps. He discussed Chick-fil-A being dedicated to coming to Bedford, and staff bringing together a shopping center owner and a developer about a 0.6 acre site at the corner of Highway 183 and Central Drive. ICSC will have a Texas show in November with 5,000 attendees. He stated that after the highway completion, each of the restaurants around the Central Drive intersection is up at least five percent. Staff has learned that the Big Lots Shopping Center is under new ownership by the owners of the Kroger Shopping Center, which are a more active group and more pro-active in getting new retailers. The owner of the Shops at Central Park has stated that more investment needs to be made into that shopping center. He stated that the site of the former 7-Eleven at Harwood Road and Highway 121 has been scraped and re-platted, with the intention to sell and that Starbucks is a primary target. There was discussion on conversations with the owners of strip centers regarding enhancing the look of those centers; and the grand opening of the new Minyards.

Mayor Griffin adjourned the Work Session at 6:14 p.m.

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 Kevin Smith, Faith Christian Fellowship Church)

Pastor Kevin Smith of Faith Christian Fellowship Church gave the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

ANNOUNCEMENTS/UPCOMING EVENTS

Marketing Specialist Natalie Foster Saturday reported that on Saturday from 12:00 p.m. to 3:00 p.m., there will be a Taste of Texas meets the Mayor's Hunger Challenge at the Harley-Davidson headquarters, featuring a motorcycle ride-in, live music and food vendors. Visitors that bring in a boxed or canned food item donation will get a surprise. 4thFest will be on Saturday, July 4 starting at 4:00 p.m. at the Library and OBS property, with a children's activity area, live music, a car show, fireworks and more. Admission is free and beer will be available for purchase. There will be no onsite parking and there will be parking and shuttles at Pennington Field for \$5.00. Every visitor that brings a canned or boxed food item for the Mayor's Hunger Challenge will get a prize.

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OPEN FORUM

Nobody chose to speak during Open Forum.

CONSIDER APPROVAL OF ITEMS BY CONSENT

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve the following items by consent: 3, 6, 7, 10, 12 and 13.

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

COUNCIL RECOGNITION

1. Proclamation declaring July 2015 as Parks and Recreation Month in the City of Bedford.

Mayor Griffin read a proclamation declaring July 2015 as Parks and Recreation Month in the City of Bedford. Community Services Manager Eric Valdez and Parks Superintendent Don Henderson accepted the proclamation on behalf of the Community Services Department. Mr. Valdez recognized Recreation Programs Coordinator Chris Chastain, Senior Center Manager Cathy Haskell and Interim Assistant City Manager Kelli Agan.

2. Employee Service Recognition

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

Joey Lankford, Fire Department – 35 years of service

APPROVAL OF THE MINUTES

3. Consider approval of the following City Council minutes:

- a) **June 9, 2015 regular meeting**

This item was approved by consent.

PERSONS TO BE HEARD

4. The following individual has requested to speak to the Council tonight under Persons to be Heard:

- a) **Zach Goldberg, 235 Harwood Road, Bedford, Texas 76021 – Requested to speak to the Council regarding the City of Bedford Sign Ordinance.**

Zach Goldberg, 235 Harwood Road, Bedford – Mr. Goldberg requested to speak to the Council regarding his automotive service and performance shop at 235 Harwood Road. He requested changes to the City's Sign Ordinance to better promote businesses in the City and to have advertising displayed properly within the City's guidelines. His business sits behind a Pizza Hut on the border of Bedford and Hurst. It was purchased in July of 2004 and is minority and veteran-owned and his goal is to expand his brand area. Numerous changes have been made to the business including painting of the inside and an expansion of services. He is excited to grow with the City, but needs the support of the City. He would like approval to promote his business with swooper flags and stated they will always be maintained and would be displayed on the property. There is a visual challenge with his business as it is off the road and out of the public view. The four flags would only be displayed from 8:00 a.m. to 6:00 p.m. from Monday to Friday and 8:00 a.m. to 5:00 p.m. on Saturdays. They would be displayed and maintained in a professional manner and would be replaced due to wear or if deemed necessary by the City. Section

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6.72 of the current Ordinance states that swooper flags are only permitted during construction with the approval of the City. He would like it to be recognized that businesses need signage to be seen and found by new and existing customers, and to establish a new regulation for modern, well-maintained, permitted signs to assist businesses in advertising. This change would bring them new customers, new revenue to the City, and affect their parts distributors within the City. He discussed working as a police officer in St. Louis and his understanding the need for regulations but that exceptions were granted to businesses due to their location. He discussed police officers working with businesses and stated that his business has received seven citations for what was approved by the City. He further discussed replacing the sign on the dumpster with a new sign. There was discussion regarding staff working on the Ordinance and that Council was unable to make any changes to the Ordinance at that time; and that Council was unable to grant exceptions.

There was further discussion with the owner of the business, who did not identify herself for the record, regarding the permitting process; changing the name of the business; the City making exceptions to the Sign Ordinance; alternate ways to advertise the business; and permit fees.

NEW BUSINESS

- 5. Public hearing and consider an ordinance to rezone approximately 103 acres from (R9) and (R15) Single Family Residential, (S) Service Commercial, (H) Heavy Commercial, (MHC) Master Highway Corridor, to (PUD) Planned Unit Development for the Bedford Commons Zoning District. The area is generally bound by Forest Ridge Drive to the west, Bedford Road to the north, Central Drive to the east, and Airport Freeway to the south. (Z-271)**

Development Director Bill Syblon presented information regarding this item. The draft of the Bedford Commons Development Code is for the most part the same draft presented to Council the previous summer. The document is the culmination of multiple public hearings, meetings, and work sessions. The Code embodies the vision that Council adopted in 2013 for the area bounded by Highway 183 to the south, Bedford Road to the north, Forest Ridge Drive to the west and Central Drive to the east. He displayed a map showing the boundaries of the Commons. The Code is broken down into four different characters zones including Highway Mixed Use, Regional Retail and Employment, Core Mixed Use, and Civic Mixed Use. Within each zone, the Code addresses items from street layout, open space, green space, building footprints and how they all interrelate. The Planning and Zoning Commission made changes to the draft of the Code, including that site plans for any new development in the Commons will require approval by the Commission and the Council. Previous iterations of the Code allowed some site plans to be approved administratively. Other changes include that buildings with drive-throughs would only be allowed in the Highway Mixed Use Zones; an increase in the minimum off-street parking for residential use from one space per dwelling unit to two; and an increase in the open/green space requirement from 10 to 15 percent. In answer to a question from Council, Mr. Syblon stated that he did not know if the development process would be accelerated if the number of drive-throughs was limited. There were additional minor teaks to the Code based on input from Public Works regarding street design. The Code, with the aforementioned changes, was approved by the Commission at their May 28 meeting by a unanimous vote. In answer to questions from Council regarding how multi-family units are scheduled for approval, Mr. Syblon stated that there will be public hearings for site plan approval of all new development. There was discussion on Specific Use Permits versus site plan approvals; and ensuring that the public is engaged and has the opportunity to have their voices heard.

Mayor Griffin opened the public hearing at 7:05 p.m.

Patsy Watson, 2200 Cabelle Court, Bedford – Ms. Watson asked if the City-owned land bordered by L. Don Dodson Drive and Parkwood Drive was being prepped for Bedford Commons, to which Planning Manager Emilio Sanchez replied that the site was being prepped for the upcoming 4thFest fireworks. She further asked who owns the surface and mineral rights of the greenery dividing line down to

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Bedford Road, to which Mr. Sanchez answered Chesapeake Energy. Ms. Watson stated that she hopes time proves her wrong and the downsides of the Commons on the City and its citizens are unfounded. She does not see the project being able to compete with the Glade Parks project in Euless, which is bigger, and more upper scale, visible and accessible. She feels that if the Mayor and City Council lived in Bedford Parc, their enthusiasm for the project would be lessened. She discussed the effect the noise and traffic of the Commons would have on the residents of Bedford Parc.

Bob Cochrane, 2252 Bedford Circle, Bedford – Mr. Cochrane stated that he is the third longest tenured resident in Bedford Parc and served as president for the first three years. He lives one block further down from the Commons than Ms. Watson. He stated that he has no concerns about noise and traffic. In speaking with several residents in the neighborhood, their views on the Commons are mixed, which he wanted Council to know.

Mayor Griffin adjourned the public hearing at 7:10 p.m.

In answer to questions from Council, Mr. Syblon stated any developer would have to go through the Commission and the Council if they wanted to change the regulations in the Code. There was discussion on the City controlling its destiny, creating a unique point of differentiation, and raising the standards of the City.

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve an ordinance to rezone approximately 103 acres from (R9) and (R15) Single Family Residential, (S) Service Commercial, (H) Heavy Commercial, (MHC) Master Highway Corridor, to (PUD) Planned Unit Development for the Bedford Commons Zoning District. The area is generally bound by Forest Ridge Drive to the west, Bedford Road to the north, Central Drive to the east, and Airport Freeway to the south. (Z-271)

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

- 6. Consider a resolution authorizing the Interim City Manager to enter into a Letter of Agreement with Big Frog Custom T-Shirts & More for fundraising assistance benefitting the Bedford Animal Shelter.**

This item was approved by consent.

- 7. Consider a resolution authorizing the Interim City Manager to enter into a contract with Harrison, Walker & Harper in the amount of \$43,000 to repair and seal the brick and mortar at the Old Bedford School.**

This item was approved by consent.

- 8. Consider a resolution authorizing the Interim City Manager to adopt the 2015 Integrated Mosquito Management Program to provide guidelines that the City uses in combating mosquitoes.**

This item was approved by consent.

- 9. Consider a resolution authorizing the Interim City Manager to purchase 230 replacement water meters from Atlas Utility Supply Company, a sole authorized distributor of Badger Meter, Inc., in the amount of \$41,704.**

Mr. Hoover stated that this item is for meters to replace those that have malfunctioned and that Council discussed in Work Session increasing the purchase to match the budget in order to have meters in stock. The smart meters will be in conformance with the Automated Meter Reader program. In answer

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to questions from Council, Mr. Hoover stated that the City requires developers to put in these types of meters on new homes and that the meter itself would not come from the City's stock.

Motioned by Councilmember Farco, seconded by Councilmember Gebhart, to approve a resolution authorizing the Interim City Manager to purchase approximately 345 replacement water meters from Atlas Utility Supply Company, a sole authorized distributor of Badger Meter, Inc., in the full amount of the budget, which is \$62,700.

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

10. Consider a resolution authorizing the Interim City Manager to complete the Contractor's Act of Assurance in conjunction with the application for funding from the State Water Implementation Fund (SWIFT).

This item was approved by consent.

11. Consider a resolution authorizing the Interim City Manager to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector and Tarrant County, for the assessment and collection services of ad valorem taxes levied by the City of Bedford; and providing an effective date.

Administrative Services Director Cliff Blackwell presented information regarding this item. The City has outsourced this portion of property tax collections to Tarrant County for the past 23 years. Every few years, the County will perform a cost assessment of their operations, which is divided by the number of accounts County-wide to come up with a rate per account. The current rate of \$1.10 per account has been in effect the previous two years and is not anticipated to change in the near future. The City realized that 1,800 new accounts had appeared on the certified tax roll, which are specifically related to mineral lease properties. There is currently \$17,600 budgeted for this item, but in order to pay for this contract with the new properties, \$19,600 will be needed. Payment to the County is typically made in January and by the time this contract is paid, staff will already be working on adding this additional \$2,000 for next year's budget. The resolution does not speak to the total cost but only to the rate per account. The contract needs to be signed and returned to the County no later than July 31, which then takes approximately three months to be signed and returned by the County Commissioners. In answer to a question from Council, Mr. Blackwell stated that the cost is well under what it would take to perform this service in-house.

Motioned by Councilmember Champney, seconded by Councilmember Farco, to approve a resolution authorizing the Interim City Manager to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector and Tarrant County, for the assessment and collection services of ad valorem taxes levied by the City of Bedford; and providing an effective date, for the amount of \$19,600.

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

12. Consider a resolution authorizing the Interim City Manager to purchase 150 copies of Microsoft Office from SHI Government Solutions in the amount of \$49,230.

This item was approved by consent.

13. Consider a resolution authorizing the Interim City Manager to purchase 394 licensing subscriptions of Microsoft CoreCalBridge from SHI Government Solutions in the amount of \$24,664.40 to provide proper licensing between users and server assets.

This item was approved by consent.

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14. Discussion and action regarding the appointment of the Mayor Pro Tem and Board and Commission Liaisons.

Existing liaisons remained appointed to Boards and Commissions as listed below without notation and newly appointed positions and liaisons are underlined.

Animal Shelter Advisory Board: Councilmember Fisher

Beautification Commission: Councilmember Turner

Community Affairs Commission: Councilmember Farco

Cultural Commission: Councilmember Champney

Library Board: Councilmember Farco

NCTCOG/RTC: Councilmember Farco

Parks and Recreation Board: Councilmember Sartor

Teen Court Advisory Board: Councilmember Gebhart

Trinity River Authority: Councilmember Turner

Audit Committee: Mayor Griffin, Councilmember Fisher, Councilmember Turner

Industrial Development Authority: Mayor Griffin, Councilmember Gebhart, Councilmember Champney

Economic Development Foundation: Mayor Griffin

Street Improvement Economic Development Corporation: Councilmember Fisher, Councilmember Turner, Councilmember Farco, Councilmember Sartor

Investment Committee: Councilmember Turner

Health Facilities Development Corporation: Councilmember Turner, Councilmember Champney, Councilmember Fisher

Senior Center: Councilmember Turner

Council was of the consensus to appoint Councilmember Fisher as Mayor Pro Tem.

Motioned by Councilmember Farco, seconded by Councilmember Turner, to approve the Council Liaisons and the Mayor Pro Tem as listed.

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

15. 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 reported that the Commission is making plans for future Clean Up Bedford days and is working vigorously to maintain the Boys Ranch through the period of construction.

✓ **Cultural Commission - Councilmember Champney**

No report was given.

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

No report was given.

16. Council member Reports

Councilmember Fisher reported that the Tarrant County Hospital District and Commissioners Court will be hosting five town hall meetings to discuss a possible bond issue on the November ballot for the

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update and expansion of John Peter Smith Hospital. The plan consists of a new patient hospital tower, a psychiatric hospital and renovation of existing facilities. The town hall meeting for District 3 will be held on Tuesday, June 30 at 6:30 p.m. at the new North East courthouse. He stated that the meetings will be informative, the need for the bond issuance is great and that there would not be an increase in county taxes.

Councilmember Farco recognized Community Affairs Commission, which held a block party on June 11 in the Rustic Woods area. Staff was out in force to welcome and visit with the citizens. He recognized Commission Member Sal Caruso for organizing the event. Vendors included 6Stones, Minyards, Shipleys and My Credit Union, and there were hot dogs, water, snow cones and tea from Pure Water. The Commission is planning another block party at the end of September or the first part of October.

17. City Manager/Staff Reports

- **Hear a staff report on the process used by the senior staff to develop a Vision and Mission Statement that correlates with the organization's PRIDE values and mirrors the strategic plan and vision of the City Council.**

Human Resources Director Jill McAdams presented information regarding the City's Vision and Mission Statement. In February, with senior staff in a state of transition, it was thought important they hold a strategic leadership retreat and define where they are going, how they see themselves as a group and how they would like to be seen within the organization. Staff met in April and May with a private facilitator, who gave them an organizational factors diagnostic questionnaire. The questionnaire focused on six key areas including environment, goals, roles, processes, relationships and individual needs. In April, staff met for a one-day retreat to review the group questionnaire, had a facilitated group discussion on what is present and what is missing in the organization, identified priorities and high-level goals, and set direction for the next phase of the process. Topics discussed under "what is present" included working well together as a team, great rapport, and good internal and external customer service. Topics discussed under "what is missing" included making Council aware of the process, more focused time on people and resources, strategic and vision work, where staff sees itself going in the future, developing a master plan and being more proactive, clarity of roles, communication, establishing priorities, leadership being in limbo, and finding the right balance for meetings. In regards to priorities and goals, there was discussion on staff wanting to be seen as high performers who are ethical, professional and progressive; the purpose of staff being to plan for the future and facilitate communication; staff serving as spokespeople for the governing body, their staff and citizens; wanting to ensure that their message is positive and encourages action and does not cause worry; key stakeholders and their target audience being Council, citizens, boards and commissions, other communities, and professional organizations; needing to establish greater communication with Council; needing to develop a vision and strategic plan for the employees; and holding a retreat with Council to ask them to define success and identify key focus areas.

Phase II of this process included developing vision and mission statements for the organization, identifying critical goal and focus areas, and developing SMART goals, including drafting action plans. In small group discussions, staff identified why the City is in business and why it exists, which is to pool resources and improve the quality of life for citizens; key stakeholders and their primary objectives including to be safe and secure, and to find value, sustainability, growth, stability, fiscal accountability, and overall balance; the scope of the City's business including the pooling of resources for the benefit of the public good; how staff looks when it is successful, which includes the positive results of the citizen satisfaction survey, emulation by other communities, and being recognized as innovators among peer groups; staff's core competencies including public safety, financial management, public works, legal competence, community outreach, enhancements to quality of life, and development; looking at what areas staff would like to achieve local, state or national recognition; how staff provides value to the stakeholders including fiscal responsibility, providing training and a good work environment to

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employees, and education outreach to the community on what the City does; and what would make them stand out, including innovation and progressiveness.

The vision statement that was recently rolled out to employees is: "Bedford: A Beacon of Excellence, Innovation and Vitality." The mission statement is: "We Uphold our Commitment to Create and Sustain a Vibrant, Engaged Workforce that Delivers First-Class Service." Critical goal areas include customer service, communication, accountability, the City's PRIDE values, workforce strategy and development, public safety, infrastructure and facilities, and quality of life for citizens and employees. SMART goals and action plans include creating departmental procedure manuals, supervisory training, in-house customer service training, drafting an official customer policy that aligns with the visions and values of the City, and developing an online site location interface. Next steps include rolling out the vision and mission statements to the employees, analysis by departments to determine what is missing, the development of mission statements for departments without one, a retreat with the Council to determine if the organizational goals and mission correlate with Council's goals and mission, and branding and marketing.

EXECUTIVE SESSION

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

- a) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Block 6, Lot 1A, Bedford Forum Addition.**
- b) Pursuant to Section 551.074, personnel matters - City Manager search**

Council convened into Executive Session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations relative to Block 6, Lot 1A, Bedford Forum Addition; and Section 551.074, personnel matters - City Manager search, at 7:52 p.m.

Council reconvened from Executive Session at 9:10 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.

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

Motioned by Councilmember Fisher, seconded by Councilmember Turner to approve Roger Gibson as the new City Manager and furthermore that the Mayor, City Attorney and SGR consultants perfect the contract agreement between the two parties and present it to Council at a future meeting for formal approval.

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

ADJOURNMENT

Mayor Griffin adjourned the meeting at 9:13 p.m.

Jim Griffin, Mayor

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ATTEST:

Michael Wells, City Secretary