

Council Minutes October 11, 2016

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 11th day of October, 2016 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	City Manager
Kelli Agan	Assistant City Manager
Stan Lowry	City Attorney
Michael Wells	City Secretary
Cliff Blackwell	Administrative Services Director
Natalie Foster	Public Information Officer
Jeff Gibson	Police Chief
Meg Jakubik	Strategic Services Manager
Jill McAdams	Human Resources Director
Kenny Overstreet	Public Works Director

COUNCIL CHAMBER WORK SESSION

Mayor Griffin called the Work Session to order at 5:52 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: 4, 5, 6, 8, 9, 10, 11 and 12.

Strategic Services Manager Meg Jakubik presented information regarding Item #5, which is the Fee Ordinance that is brought to Council every year for general cleanup. Further, City departments reviewed their fees to ensure they are in line with their practices and costs. A majority of changes in the proposed ordinance are housekeeping items but a registration fee has been added for credit access businesses and the fee for Commercial Complex Sale or Lease Free-Standing signs has been removed, as requested by Council when the Sign Ordinance was amended.

Police Chief Jeff Gibson presented information regarding Item #6, which is to remove the City Council from hearing the appeal on the abatement of vehicles and moving it down to the Municipal Court for the Municipal Judge to hear the appeal process.

Human Resources Director Jill McAdams presented information regarding Item #8, which is to enter into an interlocal agreement with the cities of Colleyville and Watauga for cooperative purchasing of broker

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and insurance consultant services. In 2013, the City issued a Request for Proposal for insurance broker services and a commitment was made to go out to bid for these services periodically, which best practices show should be done every three years. The current broker does a good job with bidding out health insurance, but tends to not be as productive in long range planning, and with the Affordable Care Act, so much occurs where staff needs guidance and professional services. She discussed economies of scale through combining the resources of the three cities. This process could further lay the foundation to begin working on cooperative purchasing for group health insurance and other employee insurance benefits, which is currently done by some cities in the Houston area. In that case, the important factor and common denominator is having the same broker to help facilitate and guide that process. In answer to questions from Council, Ms. McAdams confirmed that there would be the opportunity to add other cities in the area and stated that the larger brokerage firms tend to have strong municipal government bases; that through the interview process, the three cities will discuss adding other cities as one of the objectives coming out of a joint purchasing agreement; that there is interest from other area cities in cooperative purchases; that a meeting with five cities on cooperative insurance is scheduled for November 10, 2016, and will involve finance professionals, human resources directors, and city managers; and that pursuant to the Texas Local Government Code, the broker cannot be paid by the insurance company and has to be paid on a retainer basis by the City. In answer to further questions from Council, she confirmed that this item is to get under a larger umbrella with a broker, which might spur a group purchasing process to get more buying power and lower rates; that the process could possibly be completed by the next budget process, depending on factors, including different plan designs and whether there would be a dual bid process; that the cities in the Houston area do a dual bid process, with parallel bids for stand-alone cities and all cities combined together; that if a particular city bogs down the process and their claims catastrophically hit the group, they could be removed from the bidding; that the key to the process is to have a strong broker who can maneuver through the process and bring the players to the table; that depending on how the interlocal agreement is structured, each city would be responsible for their own rates and billing of their own employees; and that the cities in Houston have done the process for four years and the one city she spoke to saw rate reductions of between five and eleven percent with the parallel bids compared to bidding on their own.

Public Works Director Kenny Overstreet presented information regarding Item #9, which is to purchase six SideWinder video cameras. Cameras would be installed at four intersections to monitor traffic control and flow, and would provide real-time information of what is happening at the intersections. The Fire or Police Departments could take control of the cameras in case there is an incident they need to monitor or for which they need to set up command. There is currently a demo camera set up at the Boys Ranch Activity Center, from which can be seen the baseball and soccer fields, the back of Splash, and the pavilion on the south side of the lake. The cameras can be set up on tours, where they swing to monitor certain areas. The same cameras can be used at festivals to monitor the crowds. If the Emergency Operations Center was activated, such as for a weather event, the cameras could be used to monitor the situation. The City has looked at purchasing three licenses, one for Public Works and one each for the Police and Fire Departments, which can be activated from multiple locations. Funding for the cameras would come out of the 2013 General Obligation bonds. In answer to questions from Council, Mr. Overstreet stated that protocols can be set in regard to which department takes priority over the cameras; that the cameras would typically work through Public Works' Centracs traffic control system, unless another department needed to take control of them because of an incident; that staff would be able to see who has control of the cameras; that all of the cameras would be new and the ones currently on the traffic lights are for vehicle detection, which would work in conjunction with the new cameras; that the cameras have 36 times optical zoom on them, with 540 lines of resolution per pixel electronic image; that there would be \$3,000 a year in additional costs to the Centracs system already in place; and that the system would be set up on 30-day rollover for recordings. There was discussion on the recordings being subject to public information requests, which could be delayed if there is a pending criminal investigation; the cameras having a high quality resolution out to a quarter of a mile; the different camera systems throughout the City; and purchasing more cameras using the bond money. Mr. Overstreet stated that staff was looking at using the additional bond money for traffic pole upgrades at certain intersections, including Central Drive at Bedford Road, at a cost of \$9,000 per pole; and that any money left from a street project on Gregory Drive could be used to purchase more cameras. There was discussion on adding cameras to other parks, including Brook Hollow Park due to vandalism.

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Mr. Overstreet presented information regarding Item #10, which is to purchase a Toro Dingo for \$23,180 for C&O Equipment utilizing the BuyBoard. This item was approved in the budget. Staff did some research looking at companies that are local that have similar-type equipment; however, that equipment is not as heavy as the Dingo, which has the capability to add other attachments in the future such as backhoes or tillers. The item came in \$819 under budget. In answer to questions from Council, Mr. Overstreet stated staff utilized the BuyBoard and confirmed that they crosschecked with other vendors to make sure they were getting the best deal; that one supplier came in at \$25,267; that another local supplier sold Toros, but handled mainly lawn maintenance equipment; that the Dingo would just come with the bucket; and that it would lowered into creeks that do not currently have access ramps to clean under bridges and culvert boxes, and haul rocks and equipment.

Mr. Overstreet presented information regarding Item #11. The Street Improvement Economic Development Corporation approved the purchase of a flameless pothole patch truck through the BuyBoard using Bergkamp Paving Solutions, which is a sales representative for Freightliner of Austin. The current truck has had several electrical issues and auger problems, and the heating plates have gone out at times. The truck itself has low miles but has high idle time, and it is best to purchase a whole new truck. He stated that the way the resolution is currently written, the purchase is through Bergkamp, but if approved, the motion would need to say that it is to be purchased through Freightliner of Austin. In answer to questions from Council, Mr. Overstreet stated the old equipment would be auctioned off; that the heating plates have to get up to 300 degrees as the truck is being driven to upload the asphalt and liquefy the emulsion; that the plates have to stay at 300 degrees the entire time asphalt is in the truck; that the idle time of the truck is up to eight hours a day; that the lifespan has more to do with runtime than mileage; and that the bid includes freight to ship the truck to Kansas City and then to Bedford, and to provide training.

Police Chief Jeff Gibson presented information regarding Item #12, which is a request to purchase a new K9 for the Police Department. The current K9 is scheduled to retire at the end of the year and has already worked six years, exceeding the usual work life expectancy of five years. There is no fiscal impact as the costs will come out of the Department's seizure funds, and will include the costs of training and the room and board of the new K9 handler.

Mayor Griffin adjourned the Work Session at 6:25 p.m.

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 Bedford Commons.**

Council convened into Executive Session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations relative to Bedford Commons at 6:28 p.m.

Council reconvened from Executive Session at approximately 6:35 p.m.

Mayor Griffin announced that Council was also going to meet in Executive Session on Item #7, pursuant to Section 551.074 – Personnel Matters of the Local Government Code.

Council convened into Executive Session at approximately 6:36 p.m.

Council reconvened from Executive Session at 6:52 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 6:54 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 to the flags of the United States and Texas were given.

ANNOUNCEMENTS/UPCOMING EVENTS

Mayor Griffin stated that he, Councilmember Farco, City Manager Roger Gibson and Assistant City Manager Kelli Agan had the honor of attending a ceremony in Arlington, where Bedford was one of four cities in Texas that have been declared a "Heart Safe Community." Fire Department staff, including Interim Chief Bobby Sewell, were also in attendance. He read a letter of congratulations from Chief Ricky Reeves, the Chair of the North Central Texas Trauma Regional Advisory Council. He displayed a plaque the City received, and an example of a signs that would be placed around the City showing that Bedford is a "Heart Safe Community." The other cities receiving this declaration were Arlington, Mansfield and Highland Village.

Public Information Officer Natalie Foster stated that pictures from the Heart Safe Community Event will be posted on the City's Facebook page. She stated a business roundtable event will be held at the former library building on Friday, October 14, 2016 with breakfast at 7:30 a.m. From 8:00 a.m. to 9:00 a.m., there will be updates on the state of the City and the new Sign Ordinance, a recognition of the large and small businesses of the year, and a 30-minute question and answer session following the presentations. On Saturday, October 15, 2016, the Bedford Fire Department will have their annual open house from 10:00 a.m. to 2:00 p.m. at the Central Fire Station, with tours of the station and trucks, vehicle extrication demonstrations and free food. The event also serves as a kickoff to the holiday food drive so visitors are asked to bring a non-perishable food item to help stock a local food bank. Also on Saturday, the School District is putting on a free event called HEB-e-FIT from 9:00 a.m. to 1:00 pm at Pennington Field. There will be Texas Health Screenings and vendors such as First Eye Care Bedford and the YMCA. On Saturday, October 22, 2016 the City will have its Pet Fair Adopt-a-Thon from 10:00 a.m. to 2:00 p.m. at the Bedford Animal Shelter. There will be local vendors, service dog demonstrations, free food and animals available for adoption. Also on Saturday, the City is holding HalloweenFest from 6:00 p.m. to 9:00 p.m. at the Boys Ranch Activity Center. The event is for children 12 and under and will have carnival games, crafts and bounce houses. The entry fee is either canned food items or a monetary donation at the door.

Ms. Foster reported that the Bark Park is closed until further notice so the Parks Department can do routine maintenance such as dirt work, over seeding and general maintenance on the amenities.

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: 4, 5, 6, 8, 9, 10, 11 and 12, with a modification to Item #11 authorizing the City Manager

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to purchase a flameless Pothole Patch Truck in the amount of \$150,523 from Freightliner of Austin through Bergkamp Pavement Preservation Solutions, as the sales representative, utilizing the Buyboard Cooperative Purchasing and adjust the resolution to read as such.

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

COUNCIL RECOGNITION

1. Presentation of the Large and Small Business of the Year Award.

Community Affairs Commission Chairperson Sal Caruso stated that over the years, the Community Affairs Commission has worked with many residents and businesses in the City with its twice-a-year residential and business roundtables, block parties, and every-other-year City Expo. They have come across outstanding residents and businesses that make the City as great as it is. The Commission decided to recognize a resident and a business of the year to show their appreciation. The previous month, Faye Brooks was recognized with the Katie Savage Resident of the Year Award and this month, awards will be presented for the large and small business of the year. These businesses donate time, funds and their employees whenever asked for, and are willing to be there for Bedford. Mr. Caruso recognized Councilmember Farco and Ms. Jakubik, the Council and staff liaisons to the Commission respectively, and thanked them for their support and guidance in all of their events.

The Large Business of the Year was presented to Adam Smith's Texas Harley-Davidson. Mr. Caruso stated that they have been a proud sponsor, business partner and member of the community. They have made Bedford their home and promote the City at every opportunity. They were involved in collecting food for the 6Stones Mayor's Challenge Food Drive and helped the City win with the most pounds of food collected. They have hosted numerous City and community events at their site at no cost, provided motorcycles for out-of-state officers to ride during a fallen officer's funeral, and annually host a police motorcycle rodeo for the Bedford Police Association. Mayor Griffin thanked Mr. Smith and those from Harley-Davidson in attendance and discussed their tremendous partnership with the City. They will be helping the City with the 6Stones Bus Pull at Pennington Field and will host a chili cook-off with the Chamber. Mr. Smith stated the City makes it easy to do business with and he appreciates the partnership.

The Small Business of the Year was presented to Crazy Cowboy. Mr. Caruso stated that they have been a great City partner and can be found at almost every City event, such as the ArtsFest, Twilight Thursdays, block parties, and have sponsored BluesFest each year. They can always be counted on to promote the City and its events. Mayor Griffin stated the City and Crazy Cowboy have built a great friendship and partnership, and that they always step up to help the City.

2. Recognition of the City of Bedford's 20th Consecutive Certificate of Achievement for Excellence in Financial Reporting.

Mayor Griffin presented the Certificate of Achievement for Excellence in Financial Reporting to Administrative Services Director Cliff Blackwell. Mr. Blackwell accepted the certificate on behalf of the Finance staff, including Accounting Manager Paula McPartlin, Finance Supervisor Jo Quarles, Accountant Crystal Segovia, Account Clerk Addy Calderon, and Michelle Farbes, who do a tremendous job in ensuring the City's finances are in good working order. This program is one of the most recognized amongst local government finance professionals throughout the country. It goes through a 41-page document that reviews the City's financials for integrity and whether it communicates effectively. In regard to the integrity of the program, he stated that nobody from Texas judges the document.

3. Proclamation recognizing October 23 – 31, 2016 as Red Ribbon Week in the City of Bedford.

Mayor Griffin read a proclamation recognizing October 23 – 31, 2016 as Red Ribbon Week in the City of Bedford. Police Chief Jeff Gibson and Sergeant Doug Crowell accepted the proclamation.

APPROVAL OF THE MINUTES

4. Consider approval of the following City Council minutes:
 - a) September 27, 2016 regular meeting

This item was approved by consent.

NEW BUSINESS

5. Consider an ordinance amending the City of Bedford Code of Ordinances Appendix A – Schedule of Fees, by updating fees imposed by the City; containing a savings clause; repealing all ordinances in conflict herewith; and providing for an effective date.

This item was approved by consent.

6. Consider an ordinance amending Chapter 114 “Traffic and Vehicles,” Article IX. “Abandoned and Junked Motor Vehicles,” Section 114-324. “Procedures for abating nuisance;” providing for a penalty clause; providing for a repealing clause; providing for a severability clause; providing for a penalty clause; and declaring an effective date.

This item was approved by consent.

7. Consider a resolution authorizing the City of Bedford to enter into a contractual agreement with Strategic Government Resources (SGR) to conduct an executive search for a City Manager, in an amount not to exceed \$23,500.

Motioned by Councilmember Gebhart, seconded by Councilmember Turner, to approve a resolution authorizing the City of Bedford to enter into a contractual agreement with Strategic Government Resources (SGR) to conduct an executive search for a City Manager, in an amount not to exceed \$23,500.

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

8. Consider a resolution authorizing the City Manager to enter into an interlocal agreement with the cities of Colleyville and Watauga for cooperative purchasing of insurance consultant and brokerage services.

This item was approved by consent.

9. Consider a resolution authorizing the City Manager to purchase six SideWinder cameras from Paradigm Traffic Systems utilizing the Buyboard Cooperative Purchasing and the Omnicast Advanced CCTV Module from Paradigm Traffic Systems, a single source vendor, in the amount of \$69,608.

This item was approved by consent.

10. Consider a resolution authorizing the City Manager to purchase a Toro Dingo in the amount of \$23,180.58 through C & O Equipment, utilizing the Buyboard Cooperative Purchasing.

This item was approved by consent.

11. Consider a resolution authorizing the City Manager to purchase a Flameless Pothole Patch Truck in the amount of \$150,523 through Bergkamp Pavement Preservation Solutions utilizing the Buyboard Cooperative Purchasing.

This item was approved by consent with a change that the City Manager is authorized to purchase a flameless Pothole Patch Truck in the amount of \$150,523 from Freightliner of Austin through Bergkamp

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Pavement Preservation Solutions, as the sales representative, utilizing the Buyboard Cooperative Purchasing and adjust the resolution to read as such.

12. Consider a resolution authorizing the City Manager to purchase a trained and certified narcotics canine from USK9, and approve training of the Bedford Police K-9 handler, in the amount of \$17,800, utilizing the Police Department's Drug Enforcement Fund.

This item was approved by consent.

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

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

Councilmember Fisher reminded everybody about the Pet Fair Adopt-a-Thon on Saturday, October 22, 2016 from 10:00 a.m. to 2:00 p.m. at the Animal Shelter.

✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner reported that the Commission conducted a shred event the previous Saturday and it was quite successful.

✓ **Community Affairs Commission - Councilmember Farco**

Councilmember Farco reminded everybody that the Commission is hosting a business roundtable on Friday starting at 7:30 p.m. at the old library. He thanked Mr. Caruso and recognized Commission Members Steve Grubbs and Gary Morlock who were in attendance.

✓ **Cultural Commission - Councilmember Champney**

Councilmember Champney reported that the Commission met the previous night and they discussed next year's ArtsFest, including having it in conjunction with the Easter Egg Hunt. Other activities taking place in December have not yet been finalized. The Lions Club wants to participate with the Commission in an event providing a pancake breakfast. There was also discussion on the incubator, which is the Bedford Arts Central, overseen by Commission Member Josh Santillan who is working on a number of events such as art shows. There was conversation on the letter of intent in January to apply for designation of a cultural district from the Texas Commission on the Arts. The two newly appointed members were in attendance.

✓ **Library Advisory Board - Councilmember Farco**

Councilmember Farco reported that the Koha System is in place and there is a how-to online on upgrading memberships. On Saturday, the Library Friends will be holding an open house starting at 6:00 p.m.

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

Councilmember Sartor reported that the Board met the previous Thursday and the new members were introduced. He encouraged people to visit the City's parks. The Bark Park is closed for routine maintenance. He recognized Board Member Randy Newby who was in attendance.

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

Councilmember Gebhart reported that the Board met on October 6 but he was unable to attend. The next scheduled meeting is the first Thursday in November.

✓ **Senior Citizen Liaison - Councilmember Turner**

Councilmember Turner reported that they are in the process of setting up the next meeting.

14. Council member Reports

No other reports were given.

15. City Manager/Staff Reports

No report was given.

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

Item #7 was voted on during the Regular Session.

ADJOURNMENT

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

Jim Griffin, Mayor

ATTEST:

Michael Wells, City Secretary