

Council Minutes October 25, 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 25th day of October, 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
Sean Fay	Fire Chief
Natalie Foster	Public Information Officer
Jeff Gibson	Police Chief
Wendy Hartnett	Special Events Manager
Meg Jakubik	Strategic Services Manager
Kenny Overstreet	Public Works Director
Maria Redburn	Library 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: 4, 5, 6, 9,10,11, 12 and 13.

Strategic Services Manager Meg Jakubik presented information regarding Item #5, which is an update to the Fee Ordinance, specifically the Police Department's request to increase the solicitor's fee from \$10.00 to \$20.00. The increase is directly related to the expenses for the purchase of the vests that the solicitors will be required to wear and will be revenue neutral.

Items 7 and 8 were pulled from the agenda.

Public Works Director Kenny Overstreet presented information regarding Item #9, which is to reject the bids on the rebuild of Bedford Court East. On September 8, 2016, bids were opened and the lowest one came in \$122,900 over the \$350,000 budgeted. A special meeting of the Street Improvement Economic Development Corporation was held on October 11, 2016 to review the bids, and either approve more

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money or reject the bids. The Board decided to reject the bids and bid the project later with another project to decrease the costs. In answer to questions from Council, Mr. Overstreet stated that contractors' workloads are heavy due to all the work around the Metroplex and there is a shortage of concrete because of road rebuilds in the Frisco and Dallas areas. There was discussion on the City doing its due diligence on combining projects and scheduling it further out to get better pricing.

Mr. Overstreet presented information regarding Item #10, which is to replace three traffic signal poles. One pole was discovered to have a gaping gash during routine preventative maintenance, which has left it structurally unstable in a high wind event. One pole was hit by semi-truck, which structurally damaged the base of the pole. This item is to replace the poles with ones that are structurally sound. Funding in the amount of \$26,780 would be paid out of the 2011 General Obligation bonds.

Fire Chief Sean Fay presented information regarding Item #11, which is to replace the fitness equipment for the fire stations, some of which is as old as the late 1990s.

Chief Fay presented information regarding Item #12, which is to plug into the larger emergency management community to make sure the City is prepared in case of disaster. This item is to ensure the City maintains the Emergency Management Plan and to stay connected with neighboring cities if a disaster strikes.

Chief Fay presented information regarding Item #13, which is for the purchase of a new ambulance. The item has been planned on for some time and was pushed from one fiscal cycle to the next. It is being purchased using the City's BuyBoard account. The purchase is in-line with previously made fleet decisions and has been approved in the budget.

- **Report on recent Library Advisory Board activities.**

Library Advisory Board Chairperson Debbie Allbach recognized Board Members who were present including Lori Irvin, Marcia Griffith and Alejandra Paniagua. She presented a report on Library Board activities for Fiscal Year 2016. For every dollar spent, the City gets a return on its investment of \$4.86. The amount of money spent on each citizen per day for the Library is \$0.08. Patrons checked out over half a million items, and staff answered over 70,000 questions from the public, issued over 4,000 Library cards, and presented over 1,000 programs to almost 34,000 people. The collection increased by 30 percent. She discussed the movement from hard materials, such as books and videos, to electronic media. Electronic media has been building over the years and continues to grow, while the physical collection is decreasing. She stated that books are never going to away and the Library must maintain a mixture of digital and physical properties. She discussed new programs and services, including Hoopla, a smart table, and STEAM programs. Projects in 2016 included replacing the carpet in children's' area, the HEB Reads program, new computers, and the new Library information system named Koha. In regard to 2017 projects, she stated transitioning to Koha will take some time but will save the City \$32,000 a year. The I.D.E.A.S. Lab is a where equipment can be signed out as kits to schools and individuals. The Reel Readers grant program is ten copies of the same book, plus a digital and audio copy so those that are vision-impaired can have the socialization of a book discussion, and they hope to partner with the Senior Center and assisted living centers. She stated that the number of volunteer hours is equivalent to four full-time employees. The Library received over \$50,000 in grants and donations, and has been recognized at the State or National level for excellent services nine out of the previous ten years. She stated the Library has an excellent staff and leadership, and the support of the Council. There was discussion on the increase in digital items, which includes e-books, streaming movies, e-magazines and e-music; and the limited number of licenses for those materials.

- **Report on recent Tourism/Special Events activities.**

Special Events Manager Wendy Hartnett stated the Department has been restructured and now includes Tourism Coordinator Jeff Florey, and Tourism Program Assistants Cortney Sims and Charlenia Walsh.

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Highlights for the previous year include updating the Old Bedford School (OBS) website and revamping the BluesFest website to allow registration and ticketing on the site. The Volunteer Banquet was moved to the Pat May Center and will next be held on February 10, 2017. 4thFest was reconfigured and included the ribbon cutting ceremony. The College Gridiron Showcase will be held January 7 through January 11, 2017. They helped with and promoted multiple events including the Chamber Expo and HEBeFIT, and cross-promoted BluesFest with TXA 21 during the L.D. Bell and Trinity football game. At the OBS, new blinds and windows were installed and the flooring was redone. She discussed the Pokémon Go event and the new stage, which should be delivered soon and will be wrapped by a local company. In regard to BluesFest, which is funded from the hotel/motel occupancy tax, their goals are to increase tourism, provide a quality community event, foster economic growth, encourage citizen involvement and enhance the image of the City. There were several major advertising placements including Good Morning Texas, WFAA, Southern Living, Lone Star KZPS, WBAP and the partnership with TXA 21. The numbers of barbecue teams were down as they were across the nation; however, with 58 barbecue teams, they were still above the national average of 35 teams. They are working with other barbecue contests to join a Texas cooperative to incentivize teams to participate in more contests. Cost recovery was 59 percent and attendance was 18,500.

Ms. Hartnett presented information regarding the OBS, which had unexpected renovations. There were a total of 262 events, with 13,500 attendants and revenue of \$107,277, which includes revenue that was refunded due to the shutdown. Long-term rentals included the Metroplex Women's Republican Group and the Embrace United Church of Christ. Other activities include four Murder Mystery Dinners, three of which sold-out; Heritage Education Tours; a collaboration with Onstage for a drama camp; an imagination series for toddlers; the HEB ISD Art Show; the Christmas Tree Lighting; piano and guitar lessons; ArtsTalk; City training seminars and meetings; the Danny Wright concert; and the annual ice cream social. The OBS won three gold, two silver and three bronze marketing awards at the 2016 Texas Festivals and Events Association Conference. There were 20 Cultural Commission events with an estimated attendance of 5,000, which included Twilight Thursdays, ArtsFront, the Danny Wright concert and multiple pop-up events at the Central Arts of Bedford. ArtsFest was held on April 2, 2016 with an estimated attendance of 3,000, and featured music, food trucks and craft beer. Events for 2017 include the new cooperative for BluesFest, the Christmas Tree Lighting, ArtsFest, Twilight Thursdays, the College Gridiron Showcase, and continued collaboration with the Central Arts of Bedford.

Ms. Hartnett stated that she is grateful to have such a great team, who take everything in stride. She thanked the City, residents, management and the City Council for their support. There was discussion on market segmentation with different type of events; further involvement with the Cultural Commission; assistance from the Council; chamber music at the OBS; and making the BluesFest a longer event by incorporating other events. Ms. Hartnett stated that the City pitched the Blues Bike night held by Texas Harley-Davidson the preceding Thursday; and that staff considers Friday night as a dress rehearsal. There was discussion on the People's Choice and Battle of the Barbecue events; and the repairs being done at the OBS. In answer to questions from Council regarding advertising and specifically billboards, Ms. Hartnett stated that the City pays \$2,000 to Clear Channel, who in turn gets a sponsorship; that the City does not pay per impression; that Clear Channel runs the advertisements where there are empty spots; that staff has tried a mix of several different advertising options; that most of the social media followers are blues-related, as opposed to the barbecue side of the event, but they are working with the other Texas barbecue contests to get more play; that 85 percent of online ticket sales were from outside of Bedford and 80 percent of ticket sales were done ahead of time; that hotel packages were offered where people staying at the hotels would get tickets, goody bags and a shuttle to the event; that some hotels were pitching the event to those staying there for area football games; and that the more the City uses the sponsors, the less willing they would be to help the City.

Mayor Griffin adjourned the Work Session at 6:20 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:

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- a) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Bedford Commons.
- b) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Block 1, Lot 1 Mobil Addition-Bedford.
- c) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Harwood/Central Shopping Center Addition Block 1 Lot 1.

Council convened into Executive Session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations relative to Bedford Commons; Section 551.087, deliberation regarding economic development negotiations relative to Block 1, Lot 1 Mobil Addition-Bedford; and Section 551.087, deliberation regarding economic development negotiations relative to Harwood/Central Shopping Center Addition Block 1 Lot 1, at 6:23 p.m.

Council reconvened from Executive Session at 6:33 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 6:35 p.m.

CALL TO ORDER/GENERAL COMMENTS

Mayor Griffin called the meeting to order. He stated that Councilmember Gebhart was out of town.

INVOCATION (Dr. Jerry Chism, Martin United Methodist Church)

Dr. Jerry Chism of Martin United Methodist 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 the Senior Center will hold a special Halloween dance on Monday, October 31, 2016 beginning at 7:00 p.m. The cost is \$6.00 and there will be light refreshments, live music by the band "Now and Then" and a costume contest. The City's holiday food drive runs November 1 through December 31, 2016 and canned goods and any non-perishables items will be accepted at any of the three fire stations. The donations go to the Northeast Emergency Distribution Center and the previous year, the City collected over 5,000 cans to help stock their pantry. The Library's annual ChristmasFest will be held on Saturday, November 12, 2016 beginning at 9:00 a.m. There will be musical entertainment, a silent auction, homemade items for purchase and a special breakfast with Mr. and Mrs. Claus. Bedford City Offices will be closed all day on Veterans Day, Friday, November 11, 2016 for an in-service training day. The Library, Boys Ranch Activity Center, City Hall, Senior Center and the Old Bedford School will be closed; however, the Police and Fire Departments will continue to respond to emergencies. All maintenance and repairs have been completed at the Bark Park and it will reopen the following day.

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: 4, 5, 6, 9,10,11, 12 and 13, with Items 7 and 8 being pulled from the agenda.

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

COUNCIL RECOGNITION

1. Employee Service Recognition

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

Greg Qualls, Fire Department – 20 years of service

2. Consider a resolution authorizing the Beautification Commission to recognize Arbors on Forest Ridge, Davis Family Dental Care and Pappadeaux Seafood Kitchen for maintaining, improving, and/or keeping their property visually attractive to the community.

Beautification Commission Member Bonnie Cooper reported that the Commission recommended three businesses for the Bedford Business Beautification Award for maintaining, improving and/or keeping their property visually attractive to the community. The awards will be presented to these businesses on November 12, 2016 with the first at 10:00 a.m. to Pappadeux Seafood Kitchen for overall appearance, the second at 10:30 a.m. to the Arbors on Forest Ridge for superior landscaping and the third at 11:00 a.m. to Davis Family Dental Care for best improved.

Motioned by Councilmember Turner, seconded by Councilmember Champney, to approve a resolution authorizing the Beautification Commission to recognize Arbors on Forest Ridge, Davis Family Dental Care and Pappadeaux Seafood Kitchen for maintaining, improving, and/or keeping their property visually attractive to the community.

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

3. Proclamation recognizing November 6-12, 2016 as National Animal Shelter Appreciation Week in the City of Bedford.

Mayor Griffin read a proclamation recognizing November 6-12, 2016 as National Animal Shelter Appreciation Week in the City of Bedford. Animal Control Supervisor Mark Bellinghausen and Animal Control Officer Ken Horn accepted the proclamation. Police Chief Jeff Gibson stated that from January 1 through October 25, 2016, Animal Control staff attended 24 events to find homes for animals and to educate on responsible pet ownership.

APPROVAL OF THE MINUTES

**4. Consider approval of the following City Council minutes:
a) October 11, 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.

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This item was approved by consent.

- 6. Consider a resolution authorizing the City Manager to purchase 23 replacement electronic ticket writers with related hardware and software in the amount of \$65,852 through Brazos Technology, a subsidiary of Tyler Technologies.**

This item was approved by consent.

- 7. Consider a resolution, contingent upon the approval of the Attorney of the City of Bedford, authorizing the City Manager to enter into a four-year Finance Contract/Lease-to-Purchase Agreement with Government Capital Corporation for the purpose of financing seven 2017 replacement patrol vehicles resulting in an annual payment of \$77,916.34. The vehicles will be obtained from Sam Pack's Five Star Ford utilizing Texas Smartbuy Contract – State of Texas 071-072-AT 2014.**

This item was pulled from the agenda.

- 8. Consider a resolution, contingent upon the approval of the Attorney of the City of Bedford, authorizing the City Manager to enter into a four-year Finance Contract/Lease-to-Purchase Agreement with Government Capital Corporation for the purpose of financing ten replacement radars resulting in an annual payment of \$5,875.05. The radars will be obtained from Stalker Radar utilizing Contract No. EF04-15 through the Houston-Galveston Area Council.**

This item was pulled from the agenda.

- 9. Consider a resolution authorizing the City Manager to reject the bids for the Bedford Court East (Brown Trail to Dora Street) Paving Improvement Project.**

This item was approved by consent.

- 10. Consider a resolution authorizing the City Manager to approve the replacement of three traffic signal poles in the amount of \$26,780 through Durable Specialties, Inc.**

This item was approved by consent.

- 11. Consider a resolution authorizing the City Manager to purchase replacement motorized fitness equipment for all three Fire Stations through Fit Supply, LLC, in the amount of \$33,717.30, utilizing the State of Texas BuyBoard Purchasing Program.**

This item was approved by consent.

- 12. Consider a resolution authorizing the Mayor to approve and sign the resolution for an Inter-jurisdictional Emergency Management Program with Tarrant County for the provision of emergency management and disaster relief planning and coordination.**

This item was approved by consent.

- 13. Consider a resolution authorizing the City Manager to enter into a contract with BuyBoard Cooperative Purchasing Network for the purchase of one replacement ambulance, being a 2016 Ford F550 Type I Modular Ambulance, in the amount of \$238,800.**

This item was approved by consent.

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

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Councilmember Fisher congratulated the Animal Control staff for work they do. The Animal Shelter has to take in and deal with any number of animals, and occasionally it means having to euthanize them. His heart goes out to staff as there is no way that their job is easy. Three dogs and one cat were adopted at the Fall Pet Fair. Staff has to deal with the Council and a passionate group of citizens, and they do it with class. He stated that he, the rest of Council, and the residents appreciate them.

✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner that at the previous meeting, the Commission set the dates for such events as Clean Up Bedford Day, Chunk Your Junk Day, the paper shred event, the Crud Cruiser event, and business award presentations. At the paper shred event on October 8, 2016, there were 230 cars with 20 tons of materials brought for shredding.

✓ **Community Affairs Commission - Councilmember Farco**

Councilmember Farco reported that the City Expo will be held the following April.

✓ **Cultural Commission - Councilmember Champney**

Councilmember Champney reported that Bedford Arts Central is really important and growing, and is sponsored by Josh Santillan on the Commission. There are a number of events coming up at the location. He thanked Mayor Griffin for the original concept.

✓ **Library Advisory Board - Councilmember Farco**

Councilmember Farco reminded Library patrons that with the move to Koha, they need to reregister online for their Library cards and that the password is the last four digits of their current card.

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

Councilmember Sartor reported that the Bark Park will be open the following day.

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

No report was given.

✓ **Senior Citizen Liaison - Councilmember Turner**

Councilmember Turner reported that the Holiday Dinner will be right after Thanksgiving,

15. Council member Reports

Mayor Griffin reported that the "Taste of Northeast" event, benefiting Arts Council Northeast, will be held on Wednesday, November 9, 2016 from 5:30 p.m. to 8:30 p.m. at the Hurst Conference Center. He discussed the 6Stones CPR event held the previous weekend and thanked City Manager Roger Gibson, Assistant City Manager Kelli Agan, Councilmember Champney and Councilmember Sartor for working on houses. He had the opportunity, along with Councilmember Fisher, to talk to new groups, cities and organizations that want to come in and find out what the City is doing in the community to revitalize homes. He stated it is remarkable to see the process and over 500 homes have now been improved. There is an effect on the homeowners and the community, and it is something for which the City should be proud.

Councilmember Fisher discussed a quote from Scott Shepherd with 6Stones that the light that shines the farthest shines the brightest at home, and stated it is the true testament of what 6Stones does for the community.

16. City Manager/Staff Reports

City Manager Roger Gibson thanked Councilmember Fisher for his words on Animal Control. Over the previous two weeks, staff was at the Fire Department Open House and the Pet Fair, both of which were well attended. He thanked Council for always participating in those events. He cited Animal Control Officer Ken Horn as an example of staff's dedication as he had the opportunity to do something else but stayed on because staff was shorthanded. Staff has attended 24 events as discussed previously and the mobile shelter adoption trailer is always out at events. Of the animals that have come to the Animal Shelter, 87 percent of dogs and 81 percent of cats have either been adopted, returned to the owner or placed with an animal rescue organization, and staff has worked hard to make those numbers possible.

17. 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 7:03 p.m.

Jim Griffin, Mayor

ATTEST:

Michael Wells, City Secretary