

Council Minutes January 24, 2017

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 24th day of January, 2017 with the following members present:

Jim Griffin	Mayor
Michael Boyter	Council Members
Roger Fisher	
Rusty Sartor	
Roy Turner	

constituting a quorum.

Councilmembers Champney and Gebhart were absent from the meeting.

Staff present included:

Roger Gibson	City Manager
Kelli Agan	Assistant City Manager
Stan Lowry	City Attorney
Michael Wells	City Secretary
Sean Fay	Fire Chief
Natalie Foster	Public Information Officer
Jeff Gibson	Police Chief
Meg Jakubik	Strategic Services Manager
Kenny Overstreet	Public Works Director
Maria Redburn	Library Director
Brandi West	Grants Administrator

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: 3, 4, 5, 6, 9 and 12.

Library Director Maria Redburn presented information regarding Item #6, which is for the replacement of the current contract with Bywater Solutions for the Integrated Library System (ILS). The City entered into a three-year contract the previous year in the amount of \$13,500; however, as staff got into the project, they realized the need for a test server, which would allow testing changes to the ILS without negatively impacting customers. The hosting fees remain at \$13,500, with the test server fee an additional \$1,500. Another item included in the new contract are development fees, not to exceed \$6,000, that would allow the City to contract with ByWater to address missing functionalities with the ILS. Such developments would then be available to all libraries using the open-source ILS. One such development the Library wants is

Council Minutes January 24, 2017

for overdue notifications by phone. In answer to questions from Council, Ms. Redburn confirmed that the contract would fit in the Library's current budget. She stated that the implementation of Koha was difficult the first 60 days for both patrons and staff, but has been much better since December; that the company moved them onto a larger server due to the amount of traffic going through the Library; that the company is very responsive to issues; that the new contract is for three years; and that the contract pays for hosting, which includes technical consulting, problem solving, training questions, configuration of the network, tweaking the for online public access computers, the testing server, and future developments. There was discussion on future developments and the amount of traffic going through the Library.

Police Chief Jeff Gibson presented information regarding Item #7, which is an agreement allowing Bedford to partner with other local law enforcement agencies in the enforcement of commercial vehicle laws. The City currently partners with other agencies for the CRASH and SWAT teams. This agreement will assist the agencies in gaining compliance from individuals operating commercial vehicles. In answer to questions from Council, Chief Gibson stated that the program was recently implemented in the Police Department; that there is public hazard as it relates to commercial vehicles; that a commercial vehicles is one that is over 10,000 pounds in gross weight; that the primary issue with enforcement is health and safety; that the agreement will take effect immediately; that the agencies will share resources, including experts that know how to review and inspect commercial vehicles; that multiple officers will be working together on inspections for safety reasons; that each city does their own part in working together in conducting inspections so they are fairly spread out amongst all participating cities; that the City has invested in some of the tools for the program but can use other cities' equipment until the remaining equipment can be purchased; that the program will be self-sufficient; that the Department has taken multiple commercial vehicles out of service on a weekly basis; that the officer of jurisdiction will take all enforcement actions found by the experts; and that the City will not have to reimburse other cities for use of their equipment.

Public Works Director Kenny Overstreet presented information regarding Item #9, which is to extend the contract with Waste Partners Environmental, Inc. for another year for street sweeping. Waste Partners agreed to continue the sweeping contract at the current prices. There was discussion on the economic unfeasibility of doing street sweeping in-house. In answer to questions from Council, Mr. Overstreet stated that the vendor is to notify the City when they are going to sweep an area so staff can verify that the work has been done correctly; that the vendor is required to report on the amount of tonnage they pick up; that a report on the amount debris collected is a requirement of the City's stormwater permitting fee; and that arterial and collectors streets are swept six times a year. There was discussion on the possibility of sweeping residential areas twice a year if there was enough funding.

Fire Chief Sean Fay presented information regarding Item #4, which is for the screening of firefighters for the purpose of early cancer detection. He stated that firefighters are exposed to byproducts of combustion, which contain carcinogens, in the normal execution of their duties. Things that burn in structure fires are largely made up of synthetic materials, that when they combust give off certain dangerous, carcinogenic gasses. The fire service caught up with this reality and its effects approximately five years ago, and there are new policies and practices in place, as well as better equipment that abates, but does not eliminate, the threat. The general population has a cancer diagnosis rate of 32 percent, while firefighters have a rate of 68 percent. Typically, a firefighter is diagnosed with cancer during the later stages of the cancer when there signs and symptoms, and when treatment options are diminished and not as effective. The proposal is for early detection through a promising blood test called Oncoblot. Cancers produce a protein and the blood test can detect the protein and diagnose the cancer, including the type. Cancer could be detected in the early stages, which would help the patient with early treatment and a better chance of survival. The proposal would be cost shared, where the City would fund a portion of the initial screening in the amount of \$25,600, and the Fire Department would then budget on an ongoing basis for screening new recruits and a repeat of the test every five years. Bedford would be the first city in the nation to offer this screening and would be in-line with everything else the City does to protect its employees. There was discussion on other agencies following suit; the test not yet being approved by the Food and Drug Administration;

problems with false positives and negatives; and firefighters having a risk of cancer six times that of the general public. City Manager Roger Gibson stated that there are professions in the City that have inherent risks and the City offers a level of protection to mitigate those risks, such as ballistic vests for the Police Department and tools for protecting Public Works employees working in trenches. This program is an opportunity to identify cancer at an early stage where it can be treated. Oncoblot is the one company that can do it at the pinhead level where the cancer is treatable. He stated that the tests have a success rate of 99 percent in the tests they have conducted. Funding for this year would be a mid-budget adjustment, and will be brought back as a line item in the following budget for ongoing costs. There would then be a self-sufficient fund to pay for the follow-up screening in five years. In answer to questions from Council, Chief Fay stated the Department does a really good job of saving lives outwardly but has not done a good job in focusing on themselves. He confirmed that other agencies are watching what Bedford does as far as the implementation of the screening; that screening would be a benefit in recruiting future employees but there is a need to publicize it; and that the screening would detect the nine types of cancer found under Texas presumptive laws for firefighters. In answer to further questions from Council, Chief Fay stated that he would like to see the National Fire Protection Association make a requirement for cancer screening the national standard; that Firefighter/Paramedic Chris Conner engaged Oncoblot, giving them information of which they were not aware and in the process, the cost for the screening came down significantly; and that there have been discussions on the test being made available to other employees at the negotiated price at their expense. In answers to questions from Council, Adam Davis with Oncoblot stated that in the clinical trials they have completed with confirmed cancer patients, they are 99 percent accurate in confirming the presence of cancer, and of that, 96 percent accurate in identifying the tissue of origin. In answer to further questions from Council, Chief Fay stated that the test would be optional for firefighters. There was discussion on differences between screening known cancer patients and random screening.

Human Resources Director Jill McAdams presented information regarding Item #5, which is for revisions to the City's personnel policies. The first revision is to the Stand-by and Call-Back Pay policy, which is needed with the implementation of the Kronos timekeeping system. Currently, any employee on stand-by has to work off those hours, and any additional time would fall under the overtime or straight time rates. Kronos is unable to handle the calculations and therefore, staff is recommending that stand-by time go to eight hours of straight time. Employees would receive eight hours for their stand-by period, which varies by department. When an employee is called in, they will start earning a straight time or overtime rate depending on their Fair Labor Standards Act (FLSA) calculation. The flat stand-by rate was calculated by averaging the salaries of employees in those positions, multiplying that average by eight, and rounding up. There are standby employees in Public Works, Fleet and Criminal Investigations, Crime Scene and Animal Control in the Police Department. The Fire Department is proposing an arson investigation team, that would also utilize stand-by pay. Employees would no longer receive travel time as that would be offset by the stand-by rate, and they would no longer be allowed to swap stand-by time. The next revision is the Temporary Pay (TAP) policy, which would primarily affect public safety. Currently, when an employee fills in for a higher-level position, they receive either a five percent increase of their current salary or the minimum of the new pay grade, whichever is greater. With the recently implemented Public Safety Step Plan, employees only advance within their steps, which has caused an increase in TAP pay being paid out. The policy revision would get that back under control by taking the hourly rate difference between the two ranks, the earliest eligible rank for TAP and the entry level rank for which the employee would be filling for that time period, and multiplying it by the duration of the shift. These numbers are less than what the employees are receiving currently. The final revision is to the Incentive Pay policy. Uniformed Field Training Officers in the Police Department receive an additional \$100 a month, while civilian trainers in Animal Control, Detention and Dispatch receive an additional \$25 a month. The proposal is to increase the pay for civilian trainers to \$50 a month, and to move the training officer pay out of the incentive pay category, where there is a cap on the amount an employee can receive, into the differential pay category. Ms. McAdams stated that the change to the Stand-by policy will have a financial impact of \$27,000, most of which would be from the Water Fund, and all impacted departments would be able to absorb those

Council Minutes January 24, 2017

increases in their budget. There was discussion on the different personnel policies and the Kronos timekeeping system.

Mr. Overstreet presented information regarding Item #8, which is for an agreement with Baird, Hampton and Brown to perform the engineering design of the Brookwood Hills stream improvements. In 2015, the homeowners association and residents in that area met with staff to express their opinion on the erosion in the creek. Staff later walked with the same group of residents and witnessed what was happening. A contract was entered into for a stream study with Baird, Hampton and Brown to identify options for slowing down the water, channelizing it and controlling erosion, including gabion baskets, grass line channels, and retaining walls. The company presented its findings in June of 2016 and nine different projects were identified within the areas of concern. Discussions were held with staff and the City Attorney regarding City versus private property. Staff then went back to the company and looked at different options, including the effects of work done in one area affecting another area. Funding for the project would come from existing bonds. There is a sanitary sewer main that runs along the creek, and there are several sections of the creek where the main is exposed and in danger of being washed out, which would cause a sewer spill. In videoing the line, there are structural issues that need to be repaired. A new contract was negotiated with the company to perform the engineering designs of the gabion baskets in the stream and work for the sanitary sewer line. The stream would be designed to mitigate erosion and protect the sanitary sewer line. By doing all nine projects at one time, there would be a cost savings of \$211,430. These projects may remove some homes in that area from the 100-year flood plain, but not necessarily their total property. In answer to questions from Council, Mr. Overstreet stated that in addition to the design work, the company will file all the necessary permits; that the contract gives 80 days for the actual design; that it will take approximately 60 days to get approval from the Army Corps of Engineers and then the project can go out to bid; that the property lines go out to the center of the creek and are platted as a drainage easement; and that the City has a responsibility to protect its infrastructure from erosion, which allows the City to go in and do the work. Mr. Gibson stated that when staff looked at the project for flooding, the company identified nine stages, four of which involved City easements, while the remaining five involved private properties. Public funds could not be used in those five areas to address flooding but staff has identified sewer concerns that run the entire length of the project. In answer to a question from Council, Mr. Overstreet confirmed that the City will rectify those five areas, while it is working on the sewer in order to protect its infrastructure from further erosion. There was discussion on saving the trees in the area; holding a town hall meeting to ensure the affected residents and others in the neighborhood understand what is going on with the project; and the number of affected residents. In answer to further questions from Council, Mr. Overstreet stated that with other projects, staff has sent out letters to inform residents of work in their area; that town hall meetings were held with residents on previous channel projects that were the City's responsibility; and that there should not be any further studies performed for this project. There was discussion on communicating with the impacted residents; engaging with a wider scope of residents; and communication in general.

Mayor Griffin closed the Work Session at 6:29 p.m. The remaining Work Session items were discussed during the Regular Session.

- **Report on a conservation project at the Bedford Boys Ranch.**

Alexandra Taylor Cowart from the Parks and Recreation Board presented information regarding Cub Scout Recreation Projects in Bedford. She stated that she enjoys teaching and leading conservation projects, and participates in several aspects of community volunteering and youth leadership. As a Cub Scout Leader and a member of the Longhorn Council Conservation Committee, she teaches young people about conservation, and coordinates and manages projects. She discussed the trees and gardens project at Meadow Creek Elementary School the previous year. The trees were donated by the Texas Trees Foundation, while KERA was the corporate sponsor and the Beautification Commission advised on the plant selection. There was also an ecology conservation project in the form of Monarch Watch way stations

for the endangered Monarch butterfly. There is a conservation focus across the nation, hoping to preserve and restore the habitat for pollinators, which is important for growing food. The Monarch Watch Organization is focused on preserving and creating habitats for the Monarch butterfly. The butterflies migrate across Texas twice a year, so it is a great place to plant milkweed, which is their host plant where they lay their eggs and which the caterpillars then eat. It is important that the plant not be grown with systemic pesticide. For the project at Meadow Creek, they worked with the PTA, an Eagle Scout, and the Beautification Commission to plan the gardens and register them as Monarch way stations. KERA paid for the trees, while the Foundation grew, delivered and helped plant the trees. Ms. Cowart, as coordinator, selected the trees using the Texas A&M Regional Tree Selector. The Meadow Creek PTA and Principal Doreen Mengwasser approved the selections, and the students, scouts and Council planted them. She thanked the Mayor and City Council for their help with the project. The Foundation stated it was the best project ever. The previous September, she was contacted by the Foundation to coordinate another gift of trees. There was already a corporate sponsor and they had targeted public land. Tree planting would be in February, with a dedication in May. The sponsor, the Metro-Tex Association of Realtors, wants to provide 100 trees to five cities across the Metroplex in celebration of their 100th anniversary. Each city will receive 20 30-gallon trees to plant in February, and 100 5-gallon trees to give away at the dedication ceremony. She displayed examples of the type and size of the trees being given to the cities The Foundation has planted over half a million trees across the Metroplex. She developed the project in coordination with Beautification Commission Chairperson Marty Geer and Boy Scouts of America (BSA) Hornaday Conservation Chairman Chandra Clark, and submitted it to the BSA for approval in December. The Parks and Recreation Board and Beautification Commission unanimously approved the project at their January meetings. A full-day education and conservation service event has been scheduled for February 25 at the Boys Ranch. Cub Scout Pack 757 has worked with the Beautification Commission several times before, and it was thought it would be a good fit for the Commission to recommend the tree species and locations, to coordinate the Monarch way stations and seed plantings, and to grow the flowers in the green house. For this project, she worked with Ms. Geer to submit a grant request for Texas native milkweed plants, and if received, they will be responsible only for shipping the plants. Seeds have also been requested from the Lady Bird Johnson Wildflower Center and garden clubs in the area. Parks and Recreation would like trees for shade around the playground area in the Boys Ranch and Parks Superintendent Don Henderson was asked to select the trees and locations, and take charge of the event day and the trees. She invited the Mayor and City Council to attend the February 25, 2017 Scouting event and sponsor the May 13, 2017 dedication event. In regard to the Cubs Scouts, they would get a sense of civic responsibility, and the satisfaction of doing a good deed. They worked with the Beautification Commission the previous year at the Post Office, pulling weeds, straightening borders, and planting trees and flowers. They got to work with leaders in the community who care about the City. They also want to play at the park, dig in the dirt, and learn about nature. It is a full-day event so they can earn their Den Level achievements, and it is hoped they can do all the activities for the World Conservation Award. She thanked Councilmember Rusty Sartor for helping the fourth and fifth grade boys learn about city government in their lesson called "Build a Better World." She invited Council to come and join them for lunch and talk with the boys about how they can "Better It In Bedford."

- **Discussion on the City's commitment request to the Texas Water Development Board (TWDB) for the State Water Implementation Fund for Texas (SWIFT).**

Mr. Overstreet stated that the City recently received a letter from the Texas Water Development Board (TWDB), asking if the City was staying on track with receiving the next four installments of \$20M. Mr. Overstreet discussed current SWIFT projects and stated that of the initial installment of \$30M, \$3M was designated for professional services. Those projects were based on a map submitted to TWDB showing the location of water breaks and substandard mains. He discussed projects for the next \$20M installment, including that \$18M in projects have already been identified, including Wade Drive, Bedford Road from Somerset Terrace to Highway 183, the Spring Valley Drive/Harwood Road area, and renewing the waterline under Harwood Road. The next installment of \$20M will be coming in December, with the next

installments coming in 2019 and 2021. He stated that he does not know if the full \$90M will be needed, but feels there is a need for the upcoming \$20M and a large portion of the next \$20M. Staff is required to respond to the TWDB by February. In answer to questions from Council, Mr. Overstreet confirmed that staff has identified \$18M in projects that will necessitate the next increment from SWIFT; and that staff can continue to do engineering and design prior to the receipt of the funds in December. He further stated that most of the SWIFT engineering and design has been done in-house except for Bedford Road and Brown Trail; and that in areas that have existing PVC pipe, additional analysis needs to be performed to satisfy the requirements of SWIFT. In answer to questions from Council regarding SWIFT, Mr. Overstreet stated that the State set aside \$20B over a ten-year period for cities to receive low interest loans to improve water systems. Bedford was one of the first cities to look at the program through water conservation, including water loss through broken mains and inaccurate water meters. Bedford was the first city to be approved for these funds under the conservation side. He confirmed that the identified projects are necessary and would be done regardless, but because of SWIFT, the City is able to reduce the cost of these projects through interest.

- **Presentation on the Americans with Disability Act (ADA) transition plan.**

Field Operations Manager Scott Teford presented information on the ADA transition plan. He stated the ADA prohibits discrimination in access to jobs, public accommodations, government services, public transportation and telecommunications. The City has initiated a comprehensive self-evaluation of its policies, programs and facilities to determine the extent to which individuals with disabilities may be restricted in their access to City services, activities and facilities. The transition plan will guide the planning and implementation of necessary programs and facility modifications over the next several years. The development of a transition plan is a requirement of the federal regulations. Administrative requirements for all government entities employing more than 50 people include designation of a person who is responsible for overseeing compliance; development of an ADA grievance procedure; completion of a self-evaluation; and development of a transition plan if the self-evaluation identifies any structural modifications necessary for compliance, which must be retained for three years. Oversight of the ADA is through the Department of Justice (DOJ), and when a complaint is received, they usually ask who the ADA coordinator is and where is the transition plan. If a violation is found, the DOJ can give the agency a timeframe for resolution of the ADA deficiencies and/or apply a 20% rule to all projects done by the entity accumulated over time for ADA improvements. Mr. Teford discussed Project Civic Access administered through the DOJ. In regards to the self-evaluation, the purpose and scope is to identify barriers in programs and activities that prevent persons with disabilities from access; identify barriers which exist at curbs, sidewalks, ramps, water fountains, pedestrian crossings, parks, trails, traffic signals, parking lots, restrooms, etc.; and identify barriers at public buildings. Traffic Operations Manager Bill Lankford displayed examples of barriers such as signage for wheelchair-accessible bathrooms, truncated domes on sidewalks for the visually impaired, and countdowns for walk/don't walk signs at intersections for the hearing impaired. He stated that ADA requirements are constantly evolving, so some things installed five years ago may not meet the current standards, such as brick truncated domes. The ADA coordinator has to be familiar with all agency operations, knowledge of the ADA and other laws, sufficient authority, time and resources to accomplish their duties, and other people to assist, though only one person has to be in charge. The public must be notified about their rights under the ADA and the responsibility of the agency, the notice must be ongoing and continuous, the entity must decide what is effective, such as an accessible website. In answer to questions from Council, Mr. Lankford stated that Mr. Teford would serve as the City's ADA coordinator; that the City needs to get the transition plan into effect and stand by it; that the plan would be submitted to Council for approval; that other City departments would be involved with putting the plan together; and that the public would need to be involved. He stated that a grievance procedure would need to be established including a description on how and where to file one, the time frames and process to be followed by the complainant, information on how to appeal an adverse decision and a statement on how long the complaint files would be retained. He discussed internal design standards, specifications and details, and the self-evaluation and transition plan, including a list of physical barriers

that limit accessibility to services and programs, an outline of methods proposed to address those barriers, a schedule for achieving compliance, and the name of the official responsible for the implementation of the plan. Mr. Gibson stated that Mr. Lankford and Environmental Manager Jerry Laverty attended a meeting where it was discussed what was going to be expected of cities regarding ADA compliance. Mr. Teford will be the ADA coordinator overseeing the plan, and as part of the plan, staff will have to assess all of the ADA requirements across the City. The assessment will have to be completed in a certain period of time and from that, a plan will need to be composed and approved by Council, which will have a timeframe for compliance. There will be some leniency as long as the City is adhering to a compliance schedule. There are areas where the City came into compliance but the ADA regulations have since changed.

REGULAR SESSION

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

CALL TO ORDER/GENERAL COMMENTS

Mayor Griffin called the meeting to order.

INVOCATION (Youth Pastor Tyson Heaton, The Mission Church)

Youth Pastor Tyson Heaton of The Mission 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 Library is conducting their annual Satisfaction Survey, which is currently online and runs through March 5, 2017. Residents are encouraged to give feedback on the collections, and the programs and services offered by the Library. The Senior Center will be holding a special Valentine's dinner and dance on Monday, February 13, 2017 starting at 6:00 p.m. The Bedford Library Foundation will be holding their 8th Annual Mardi Gras' Gala and Casino Night on Saturday, February 18, 2017. The opening reception is at 6:00 p.m., with dinner being served a 6:30 p.m. There will be live music, a silent auction, casino fun and more. She discussed the It's Time Texas Challenge, which is a friendly challenge the City has entered to help kick off a healthier living initiative, and that ends March 31, 2017.

OPEN FORUM

Nobody chose to speak during Open Forum.

CONSIDER APPROVAL OF ITEMS BY CONSENT

Motioned by Councilmember Fisher, seconded by Councilmember Sartor to approve the following items by consent: 3, 4, 5, 6, 9 and 12.

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

1. Employee Service Recognition

Council Minutes January 24, 2017

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

Jennifer Bellinghausen, General Government - 10 years of service
Alex Hardy, Fire Department - 10 years of service

2. Proclamation declaring February 2017 as Love Your Library Month in the City of Bedford.

Mayor Griffin read a proclamation declaring February 2017 as Love Your Library Month in the City of Bedford. Library Director Maria Redburn accepted the proclamation. She recognized several audience members who works tirelessly for the Library including Pat Dreyer, Debbie Allbach and Corliss Wall. She discussed the Mardi Gras Gala, the Library Satisfaction Survey, and STEM kits, which were purchased using \$28,000 in grants.

3. Consider approval of the following City Council minutes:

- a) **January 4, 2017 special session**
- b) **January 10, 2017 regular meeting**

This item was approved by consent.

NEW BUSINESS

4. Consider a resolution authorizing the City Manager to enter into a contract with ONCOblot to provide blood testing for all certified firefighters as an early detection for cancer, in the amount of \$25,600.

This item was approved by consent.

5. Consider a resolution authorizing amendments to the employee handbook, by revising the following personnel polices: Stand-By and Call-Back, Temporary Assignment/Out of Grade Pay and Educational, Certification, Language and Specialized Team/Training Incentive Pay.

This item was approved by consent.

6. Consider a resolution authorizing the City Manager to enter into a contract with ByWater Solutions to host a server, a test server, train staff, and support the Koha Open Source Integrated Library System (ILS) in the amount of \$15,000, with the ability to contract for developments to enhance functionality of the ILS in an amount not to exceed \$6,000.

This item was approved by consent.

7. Consider a resolution authorizing the City Manager to enter into an interlocal agreement with the cities of Grapevine, Euless, Southlake and Hurst for the purpose of receiving mutual aid for Commercial Vehicle Enforcement.

This item was approved by consent.

8. Consider a resolution authorizing the City Manager to enter into an agreement with Baird, Hampton and Brown, Inc., in an amount not to exceed \$116,615 for the engineering design of the Brookwood Hills drainage and sanitary sewer line rehabilitation from Cheek-Sparger Road to Cummings Drive.

This item was approved by consent.

9. Consider a resolution authorizing the City Manager to extend the contract for an additional year with Waste Partners Environmental, Inc., in the amount \$46,915.50 for the Fiscal Year 2016/2017 Street Sweeping Program.

This item was approved by consent.

10. Consider a resolution appointing an Interim City Manager.

Mayor Griffin stated that it was the last meeting for the current City Manager Roger Gibson and he has enjoyed working with him. The Council could not have made a better choice in Mr. Gibson during the previous search process. He has shifted the culture in the right direction, made remarkable changes, and, along with Assistant City Manager Kelli Agan, has done a tremendous job with staff and the City's focus. He presented Mr. Gibson with a street sign signed by the Council. Councilmember Fisher stated that the City had been in shambles and morale was low. After things transpired, one leader amongst everybody else, Mr. Gibson, stood out. The Council went through a search process, but the resumes, though fantastic, were just paper and would not work. He did not expect Mr. Gibson to be the change agent he ended up being and he handled every adversity and victory with humility and professionalism. Mr. Gibson is as fine a man as he has ever met, and he is appreciative of his service. He stated Mr. Gibson would meet with anybody on anything. Councilmember Turner stated that he appreciated Mr. Gibson for his friendship both to himself and the City. He was dedicated to the betterment of the City and was willing to go all out to accomplish that goal, for which he will always be grateful. He stated it was a pleasure to work with Mr. Gibson and to have the opportunity to meet and know him better. The Council is in the process of a new search for a city manager and Mr. Gibson has set a standard to the point that it makes the process difficult. He wished Mr. Gibson the best and stated he will be missed. Councilmember Sartor thanked Mr. Gibson for making his transition onto Council easy. He always kept the Council informed and they were never surprised. He appreciated Mr. Gibson's integrity and passion, and recognized that he had to make tough decisions, but always had Bedford's best interests at heart. He is appreciative of his friendship and leadership, and stated he will be missed. Councilmember Boyter stated that the City had seen darker days and was deficient in a number of things. The City would not be going down the right path if Mr. Gibson had not come along. The City was not living up to its capabilities and Mr. Gibson bridged the gap so the City could live up to its potential.

Mayor Griffin stated that this item is to appoint Kelli Agan as Interim City Manager. Mr. Gibson brought Ms. Agan over to the City Manager's Office and now the Council is asking that Ms. Agan step in as Interim City Manager, and he hopes she continues the great work she has been doing.

Motioned by Mayor Griffin, seconded by Councilmember Turner, to approve a resolution appointing Kelli Agan as Interim City Manager at the salary and benefits commensurate to the current City Manager position during that interim period.

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

Mayor Griffin amended his motion, seconded by Roger Fisher, to approve a resolution appointing Kelli Agan as Interim City Manager effective February 3 at 5:01 p.m.

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

11. Consider a resolution of the City Council of Bedford, Texas, designating the Interim City Manager as the Authorized Organizational Representative for grants submitted to the Office of the Governor, Criminal Justice Division.

Grants Administrator Brandi West stated that in February, the Police Department will be applying for a grant to the Office of the Governor, Criminal Justice Division. In order to do so, there needs to be an authorized organizational representative identified with the City to complete that process and to approve the submission of the grant. This resolution is to name Ms. Agan as the authorized organizational representative as Interim City Manager.

Motioned by Councilmember Boyter, seconded by Councilmember Turner, to approve a resolution of the City Council of Bedford, Texas, designating the Interim City Manager as the Authorized Organizational Representative for grants submitted to the Office of the Governor, Criminal Justice Division.

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

12. Consider a resolution ordering the General Election of the City of Bedford, Texas to be held on Saturday, May 6, 2017 for the purpose of electing Place 4 and Place 6 to the Bedford City Council.

This item was approved by consent.

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

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

No report was given.

- ✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner stated that the conservation program discussed earlier is a prime example of one of the things Council has emphasized the last several years, which is cooperation between Boards and Commissions. He commended Ms. Cooke and Ms. Geer for beginning that process.

- ✓ **Community Affairs Commission - Councilmember Boyter**

Councilmember Boyter recognized Chairperson Sal Carso and Commission Member Steve Grubbs, who were in attendance. He stated the Commission has a very aggressive schedule including a residential outreach meeting on March 22, 2017 at the former library building, the City Expo on April 1, 2017 and a block party scheduled for April.

- ✓ **Cultural Commission - Councilmember Champney**

Mayor Griffin reported that there are upcoming art shows and the ArtsFest event scheduled for April.

- ✓ **Library Advisory Board - Councilmember Boyter**

Councilmember Boyter reported that the Board is working on quite a few items, which is a testament to leadership of the Board and Ms. Redburn. The Board discussed the "Its Time Texas" Community Challenge and the Satisfaction Survey, which is from January 24 through March 5, 2017. There was also discussion on the Library Business Plan, and a "lunch and learn" plan for volunteers. In December, there were 13,951 visitors, 43,161 check-outs, 402 volunteer hours and 42,519 total patrons. For the HEB Winter Challenge, children read 9,600 hours.

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

Council Minutes January 24, 2017

Councilmember Sartor recognized Ms. Cook and Board Members Ms. Cowart and Randy Newby. He stated that they are a good example of three people with different passions about different things, but who have the one goal of making the City better.

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

No report was given.

✓ **Senior Citizen Liaison - Councilmember Turner**

Councilmember Turner reported that there is a meeting scheduled at the Senior Center for February 10, 2017 where there will be a walkthrough of the facilities and a general discussion on activities.

14. Council member Reports

Councilmember Fisher reported that the Audit Committee met and the auditors were impressed with the audit, and he recognized Administrative Services Director Cliff Blackwell and his staff. He stated that he has served on Council for six years and each time he has run, he has set some high goals for the City and he does not think the City has gotten there yet. Earlier in the week, he announced his bid for reelection. He asked that people email their thoughts and prayers to Councilmember Champney.

To Police Chief Jeff Gibson, Councilmember Sartor stated that there was another reminder of the dangerous jobs the Police have. On behalf of himself and the rest of Council, he stated that the Police have their support and that they pray for their safety. He welcomed Councilmember Boyter to the Council.

15. City Manager/Staff Reports

Mr. Gibson stated that he appreciated the kind words and was thankful for the Council's confidence in the opportunity they gave him. He has enjoyed working with each and every member of Council and the City Attorney's Office. He is glad that Ms. Agan will be getting the opportunity as she is one of the most intelligent and thoughtful people he has ever met. He stated that senior staff is a good group comprised of human beings and leaders first. Thirty-three years ago, he did not know where Bedford was but saw an advertisement to serve as a police officer there. Bedford has been his home, and it has helped him grow personally and professionally.

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 Williams, TW Survey A1735 Tr 6C02, also known as, 1805 L. Don Dodson Drive.
- b) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to Cimarron Plaza Addition Block 1 Lots 3R and 4R.
- c) 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 Williams, TW Survey A1735 Tr 6C02, also known as, 1805 L. Don Dodson Drive; Section 551.087, deliberation regarding economic development negotiations relative to Cimarron Plaza Addition Block 1 Lots 3R and 4R; and Section 551.074, personnel matters - City Manager search, at 8:22 p.m.

Council Minutes January 24, 2017

Council reconvened from Executive Session at approximately 8:39 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.

16. Take any action necessary as a result of the Executive Session. (Any item on this posted agenda may be discussed in executive session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.)

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

ADJOURNMENT

Mayor Griffin adjourned the meeting at approximately 8:40 p.m.

Jim Griffin, Mayor

ATTEST:

Michael Wells, City Secretary