

Council Minutes June 2, 2020

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in Work Session at 4:30 p.m. in the Bedford Public Library Meeting Room, 2424 Forest Ridge Drive, on the 2nd day of June, 2020 with the following members present:

Michael Boyter	Mayor
Tom Burnett	Councilmembers
Dan Cogan	
Ruth Culver	
Rob Gagliardi	
Amy Sabol	

constituting a quorum.

Councilmember Sartor arrived at 6:20 p.m.

Staff present included:

Cliff Blackwell	Interim City Manager
Michael Wells	City Secretary
Sean Fay	Fire Chief
Maria Redburn	Library Director
Kelly Snook	Interim Capital Projects Director
Bill Syblon	Development Director

WORK SESSION

The Work Session began at 4:30 p.m.

CALL TO ORDER

Mayor Boyter called the Work Session to order.

1. Follow-up discussion on reopening City facilities and conducting future Council meetings.

Interim City Manager Cliff Blackwell stated the purpose of this item is to gauge Council's comfort level on reopening City facilities. Each Department developed a reopening plan, which generally mirror each other. He discussed elements of these plans, including visible signage to remind visitors of best hygiene practices; maximum occupancy of foyer and lobby areas following Centers for Disease Control (CDC) guidelines; social distancing requirements, including floor markers, issuing masks to all employees for interacting with the public; sneeze guards and glass between staff and the public; making hand sanitizer available to staff and the public; making disinfectant wipes available to keep common areas sterile; encouraging virtual meetings; and temperature checks for employees prior to starting their shift.

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Library Director Maria Redburn presented an overview of the Library's phased approach to reopening. In Phase One, the drive-thru window would continue to be operated and patrons would be able make appointments to use the computers. In Phase Two, the books stacks would be reopened but all rooms would remain closed. Two custodians would be assigned to the Library to keep the bathrooms clean and disinfected. There would be social distancing markers and sneeze guards; on-hold materials would continue to be picked up at the drive-thru window; and there would be no seating except for the six computer stations. Phase Three would be a full reopening of the Library. Ms. Redburn recommended some part-time staff be allowed to return in order to operate the drive-thru window. She discussed cleaning protocols for the Library, including sanitizing frequently touched spaces and computers between users; sanitizing stations throughout the Library; sanitizing materials; quarantining materials for 72 hours after they are returned; giving patrons the ability to wipe off materials after checking out; and not circulating book club or STEM kits. There was discussion on the adequacy of the sneeze guards; Library hours and staffing; Library usage statistics; budgetary issues; cleaning protocols; calculating the buildings maximum occupancy; what other cities are doing, closing the children's section or regulating the number of people in that area; blocking the hallway off the foyer area; the effect of the Library being an early voting site; the process for reserving computers during Phase Two and sanitizing computers; sanitation procedures; when to implement Phase Two, including mirroring the timeline of other cities and taking into account COVID-19 statistics; and whether to require masks or offer them.

There was discussion on other facilities, including overflow areas; renovations to Building C and plans to move Customer Service staff into that building; keeping City Hall Building B closed and having a Customer Service staff member in the Municipal Court area in Building A; Roy Savage Pool; parks, playgrounds, bathrooms, and pavilions, including the use of the fields by athletic clubs for practices and games; the ballfields at Meadow Park operated by a third party; meals served at the Library as part of a program with the YMCA; the Old Bedford School; senior programming; the impact of budgetary issues to reopening facilities; the demolition of the buildings at Generations Park, as well as the timeframe to cut off access to the park for construction and the possibility of allowing people to access the lake during construction; ONSTAGE moving into the Old Bedford School and continue to work towards future use; arranging for the organizations at the Boys Ranch to access the facilities and remove their belongings; and the City's supply of masks.

After further discussion, Council was of the consensus to reopen the following facilities: City Hall Buildings A and C; the Parks Service Center; the Public Works Service Center; the Law Enforcement Center; the Central Fire Station lobby; and the Animal Shelter. Council was of the consensus for the Roy Savage Pool to remain closed. Council was of the consensus to close the Old Bedford School for everything until further notice but continue working to anticipate future use. Council was of the consensus to keep the status of the parks the same, including the closure of the playgrounds; to close the Meadow Park soccer fields; and to continue the YMCA lunch program at the Library. Council was of the consensus for the Library to move to Phase One of their reopening plan. There was discussion on whether to require masks or to just provide them and/or encourage their use. Council was of the consensus to require masks for Phase One of the Library reopening and to provide surgical masks for patrons. There was discussion on the reopening plans and sneeze guards. Council was of the consensus for the facilities reopen on Monday, June 8, 2020. There was discussion on Council meetings moving forward and recording all types of meetings. Council was of the consensus for Council meetings to be held in person at the Library for the time being.

2. Presentation of branding concepts for Generations Park and CNTR by Torch Creative.

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Brad Bishop and Mike Thurman with Torch Creative presented branding concept options for Generations Park and CNTR. There was discussion on incorporating “BR” for Boys Ranch, the Bedford logo, and blue into the branding. There was further discussion on spelling out the word “Center”. Mr. Bishop and Mr. Thurman stated they would take the suggestions from Council and bring back additional options at a future date.

EXECUTIVE SESSION

- a) Pursuant to Section 551.074, personnel matters – City Manager search.**
- b) Pursuant to Section 551.072, to deliberate the purchase, exchange, lease or value of real property – Block 13, Lot 5R, Oakridge Estates (Bedford).**

Council convened into Executive Session pursuant to Section 551.074, personnel matters – City Manager search and Section 551.072, to deliberate the purchase, exchange, lease or value of real property – Block 13, Lot 5R, Oakridge Estates (Bedford), at 7:30 p.m.

Council reconvened from Executive Session at 8:58 p.m. Any necessary action to be taken as a result of the Executive Session will be during a future regular Council meeting.

3. Follow-up discussion on ideas to support local Bedford businesses.

Development Director Bill Syblon presented an overview of what the Department has done to support local businesses since March 16, including posting restaurant services and business resources on the City’s website; the continuation of Development services while their building was closed; distributing the Governor’s Open Texas report to businesses through Neighborhood Services officers; distributing masks to businesses; coupons in the digital Bedford Connection; the creation of the “Support Bedford Business” Facebook page; a social media campaign on reopening; leveraging the City’s Facebook page; using Special Events staff to reinforce staff; and relaxation on enforcement of the Sign Ordinance. He discussed future programs, including the promotion of Tarrant County small business grants; a business help center; a “Shop Bedford” t-shirt promotion; spotlights on business on the City’s website and Facebook page; adding a QR code on the back of the water bill for the “Support Bedford Business” Facebook page; adding coupons as an insert to the water bill; providing social media training for businesses; a Bedford business bingo promotion; and a promoting local businesses through the Hurst-Eules-Bedford Economic Development Foundation.

There was discussion on doing more to engage with and be supportive of businesses; providing grants and rent assistance to businesses; the frequency of staff contacting businesses; keeping up with the ever changing business climate; leveraging technology; the Tarrant County small business grant program; repurposing employees to assist with businesses; distributing printed copies of coupons; the usage of the digital Bedford Connection; producing a hard copy of the Bedford Connection; broadening the reach of the Support Bedford Business Facebook page; a Bedford bingo card; the t-shirt promotion; consumer confidence; removing restrictions on businesses, including on grand reopening signage and extending patios; qualifications under the Coronavirus Aid, Relief, and Economic Security (CARES) Act; filling the gap for businesses regarding resources; a coupon pack for Bedford businesses; and connecting with businesses on a coupon mailer campaign. Council was of the consensus to instruct to staff to look at better utilizing resources through the CARES Act, including repurposing personnel and purchasing supplies for businesses, and connecting with businesses on their interest in the City creating a coupon mailer and/or handout; review the legalities of the CARES Act; There was discussion

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on getting data on business needs, utilizing the City's Boards and Commissions, developing best practices for businesses.

ADJOURNMENT

Mayor Boyter adjourned the Work Session at 9:47 p.m.

Michael Boyter, Mayor

ATTEST:

Michael Wells, City Secretary