

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The Community Affairs Commission of the City of Bedford, Texas, met in regular session at 5:30 p.m. at the City Hall Conference Room, 2000-A Forest Ridge Drive, Bedford, TX on the 17th day of March, 2011 with the following members present:

Tom Bresnahan
Kim Probasco
Mary Frazier
Mark Massey
Sherri Olsen
Jason Sinisi
David Franklin
Cody Walker
Jeremy Brown

Constituting a quorum.

Others present included:

Bill Syblon, Staff
Roger Fisher, City Council
Michael Boyer- Beautification Commission

Absent:

Alex Wolfe
Don Bates

CALL TO ORDER

Tom Bresnahan called the meeting to order at 5:35 p.m.

APPROVAL OF MINUTES

- 1. Consider approval of the following Community Affairs Commission Minutes:
February 20, 2011 regular meeting.**

Agenda reflected minutes to be approved were for February 20, 2011, should be for 2/17/11. Sherri Olsen made a motion to approve the 2/17/11 minutes. Mary Frazier seconded. Approved 7-0-1.

NEW BUSINESS

- 2. Approve nominations presented at the February meeting.**

Nominations: Motion was made by Sherri Olsen to approve nominations for officers and committee chairs. Jason seconded motion. Approved 7-0-1.

3. Discussion of goals and objectives for committees.

Discussion of goals and objectives: Council wants a business plan that provides a breakdown of projects, resources, and obstacles so that necessary resources can be approved and communicated to City staff. Open Meetings Act – All CAC members need to complete course and bring certificate of course completion to Tom Bresnahan. It was requested that the CAC contact list be emailed out to members again. Mark Massey requested the CAC budget be discussed regularly. In a previous meeting, the CAC decided to review the budget quarterly.

4. Discuss how to divide business visits amongst commission members.

The group discussed how to divide business visits among commission members. Mark suggested we take the map, divide into quadrants, and assign areas for Shop Bedford First. It was stated that people that receive the Shop Bedford First postcards are often confused and think it's spam. Visiting the businesses lends legitimacy to the program. Tom Bresnahan requested a list of those businesses that are already participating. Mary Frazier mentioned she noticed some people are having a hard time signing up. Michael Boyer of the Beautification Commission requested being listed on the CAC agenda in April, 2011 to discuss how they can help.

REPORTS

5. Community Affairs Commission Sub-Committee Reports

- a. **Business Development and Retention** – Signage. Not sure how effective signage is. May need to go back to Council to ask if we want to continue. The City may put digital monument signs at city entrance at ~5 locations. Banner signs may be used in other areas. Public Works is getting magnets for fleet vehicles that display Shop Bedford First.
- b. **Residential Community Support** – There will be an HOA roundtable meeting March 30, 2011 at the Bedford Public Library at 6:30 p.m. The following will be on the agenda: 6 Stones mission and CPR project, Parks Master Plan update, economic development update, HEB Prom Closet, and Shop Bedford First.
- c. **Sustainable Energy Committee** – Solar energy company attended Chamber Expo event. The Committee wants to have a presence at BluesFest in the fall. Volunteers from each City sponsored committee could occupy a booth at BluesFest to bring awareness to the public. This topic needs to be added to agenda for April meeting.

5. Economic Development Update on current and proposed commercial development in the City of Bedford.

- Baymont Hotel – Closed
- Charby's BBQ – had to close due to family emergency.
- Everything German will expand into Charby's space.
- Next Council meeting: Sign ordinance to be presented that will allow more and larger signage for pylons.
- P&Z – language to allow Community Garden in the city
- Certificate of Occupancy – 8 issued for March.

ADJOURNMENT

Motion to adjourn by Jason Sinisi and seconded by Jeremy Brown. Meeting adjourned at 6:30 p.m.

Approved:

Tom Bresnahan, Chair