

Community Affairs Commission Minutes May 15, 2014

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 Thursday, the 15th of May, 2014 with the following members present:

Sal Caruso	Gary Morlock
Ruth Culver	Amy Sabol
David Franklin	Roy Savage
Mark Massey	Cynthia Williams

Others present:

Bill Syblon – City Staff - Development

Absent:

Dianne Doughty	Dave Gebhart
Mary Frazier	Aarius Yaites

CALL TO ORDER

Meeting was called to order at 5:31 pm by Chairperson Williams.

APPROVAL OF MINUTES AND BUDGET REVIEW

1. Review/revise and approve minutes from the (Wednesday) April 23, 2014 meeting of the Community Affairs Commission. (Exhibit A)

After review by Commission members with no corrections noted, motioned by Mr. Massey and seconded by Mr. Franklin, to approve the minutes as submitted. (Exhibit A)

Motion approved: 8–0

2. Review the Commission budget.

After review by Commission members with no corrections noted, CAC 5/15/14 Budget Report (Exhibit B) listed balance of \$1,962.50, with no changes since the last meeting, Motioned by Ms. Sabol and seconded by Mr. Franklin, to approve the budget report. (Exhibit B)

Motion approved: 8–0

OLD BUSINESS

3. Sub-committee Reports:

a. Business Outreach – Cynthia Williams

Shop Bedford First (SBF) – Mr. Syblon reported 35 new signups, as the SBF website continues to be “re-populated” under the new web software program.

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“Going Green” – Possible New City project – Chairperson Williams stated that she was informed by David Miller that information regarding the “optional” program in place in the city of Euless, Texas is on his desk, which he is in the process of reviewing. Chairperson Williams stated that this is one of her interests as she previously informed the Commission and she will report to the Commission when she has discussed this with David Miller after his review of the Euless information.

b. Residential Outreach – Gary Morlock

A **Homeowners Association (HOA) Roundtable** was held last night, Wednesday, May 14, 7:00 PM, in the Bedford Library North-South Room. The primary topic was “HOA Insurance Considerations” presented by a Bedford insurance agent. The secondary topics were Mosquito Awareness and Drought Contingency Planning (if Stage 2 watering restrictions) for HOAs. The City Environmental Specialist, Jerry Laverty, presented information on the secondary topics. About 30 people attended, representing 12 different Bedford HOAs.

David Franklin suggested that Residential Outreach consider additional opportunities for reaching HOAs, with fewer resources, as the 35+ Bedford HOAs represent only about 10% of Bedford residents.

The date of the **Mayor’s Roundtable (Citizen Survey Results)** meeting is now announced for Thu, June 12, 7:00 PM at the Library. The plan is for CAC to plan and support the meeting based on the very successful “Mayors Roundtable – Vision Bedford” meeting held Sept. 21, 2013 and attended by about 140 residents. As done in Sept. Roundtable, RSVPs via Eventbrite will provide count and email addresses.

Sal Caruso suggested ideas for several **CAC sponsored Block Parties** in various parts of Bedford. The purpose is to allow the City Council and City staff to meet and interact with informal groups of residents. He suggested a target neighborhood for the first Block Party might be in the southern side of Bedford, near Rankin and Park, with 100-200 people attending. 6Stones could be engaged in the Party (hot dog picnic format) due to their experience with such events. Food donations would be solicited from local stores such as Albertsons. The Commission might provide some funding if needed to support. A late July evening was suggested.

Motioned by Mr. Massey, and seconded by Mr. Caruso, that the CAC develop preliminary plans for CAC “Rolling Block Parties”, including how many to do, target areas, number of attendees and budgets.

Motion approved: 8–0

Chairperson Williams appointed Mr. Caruso to Chair a new CAC Block Party Sub-committee as a part of the “Residential Outreach” Committee. Members Massey, Culver, Williams, and Morlock agreed to serve on the Committee.

“Healthy Living Fair” - Chairperson. Williams brought up a request by David Franklin that he would like to see if a “healthy living “fair, which was tabled for discussion by the CAC Committee until approximately October 2014, be considered as a more “moderately sized” Fair sometime this year. The Chairperson stated that she will explore additional information and will bring the information to the CAC Committee for further review at a later date.

c. Six Stones/Faith Based Outreach – Mark Massey

Mr. Massey indicated that he will continue his involvement with 6Stones and City Public Safety to help develop plans for the new CAC Block Party projects.

Mr. Massey reported a number of upcoming City and 6Stones events and encouraged CAC participation:

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Saturday, May 17: 6Stones Run - details/registration on website
Saturday, May 17: Police Department Open House: 10:00 AM – 2:00 PM

d. Community Affairs – Amy Sabol

Per their meeting on May 9, Chair Sabol reported that their new CAC subcommittee name is ‘Public Relations Subcommittee’ - (PRS)

A review of the summary of the meeting (Exhibit C) was give to the committee members, which included a Mission Statement as drafted by the Subcommittee. A creative sketch was attached to show concepts. The PRS Subcommittee Chair plans to ask the chairs for other City Commissions to be present at the following events: Mayors Roundtable (Thursday, June 12); Pet Fair Saturday (Saturday, October 4); and Fire Department Open House (Saturday, October 18). Chair Sabol will be the main PRS contact with the City (David Miller or other). Ms. Culver will contact Commissions/Groups about mutual participation / promotion at events. Mr. Franklin will do brochure writing and production, including updating the existing CAC brochure for the June 12 Mayor’s Roundtable. Chair Sabol will be prepared to present new PRS and plans at the May 27 City Council meeting. The plan to present will be reviewed by Mr. Miller.

e. Communications

Chair Williams re-opened discussion from the last meeting about having a new CAC Sub-Committee to handle all communications between the CAC and City marketing on all CAC projects. The Chair polled the members for their input. Several Sub-Committee Chairs indicated that a CAC “funnel process” to/from marketing might not offer timely and most effective results for the CAC. The general consensus of the CAC members present was that a separate “communications committee” would not be efficient and that each sub-committee chair, or their designated spokesperson, would be responsible for contacting the appropriate employee of the City of Bedford with requests and/or permissions which they require. Chairperson Williams stated that due to the CAC members in attendance consensus, no motion was asked for and the issue of a communication subcommittee for the CAC will not be pursued.

f. Sign Placement Committee

Mr. Caruso reported that he is working with the Bedford Fire Department to have three portable signs available for posting events of the City, which includes the one which was purchased by the CAC. He also discussed his on-going work with the Fire Department about installing an electronic sign in front of the south station. He informed the Committee that he was told that the Fire Department has included this request in their City budget request for the coming year.

ADJOURNMENT

Motioned by Mr. Savage, and seconded by Ms. Sabol, to adjourn the meeting.

Motion approved: 8–0
Meeting adjourned at 6:35 PM

Exhibit A – Minutes (4/23/14 Meeting)

Exhibit B – Budget Report (5/15/14)

Exhibit C – “Now known as: Public Relations Subcommittee – Meeting was held on May 9”

Approved
Cynthia Williams, Chairperson

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Submitted by Gary Morlock, CAC Secretary
GM doc: CAC Minutes 2014-05-15 Draft 2