

Community Affairs Commission Minutes January 15, 2015

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 January, 2015 with the following members present:

Joy Brandon
Sal Caruso
Dianne Doughty
Mary Frazier

Dave Gebhart
Steve Grubbs
Gary Morlock
Roy Savage

Others present:

Beverly Griffith – City Staff – City Manager
Meg Jakubik – City Staff – Asst. to City Manager

Bill Syblon – City Staff – Development Director

Absent:

Michael Boyter – City Council – CAC Liaison
Mark Massey

David Miller – City Staff – CAC Liaison
Terry Smith

CALL TO ORDER

Meeting was called to order at 5:30 p.m. by Chairman Roy Savage.

OPENING REMARKS AND WELCOME

Chairman Savage advised that he was asked to present the tentative CAC Event Calendar at the City Council Work Session on Tuesday, January 13. He received Council approval as a good work plan for the CAC. Recent event date revisions to the Calendar will be reported tonight.

Mr. Savage also welcomed a new CAC member, Ms. Joy Brandon, to her first CAC meeting. She formerly worked for the Star-Telegram and is now doing PR work for a cancer organization.

APPROVAL OF MINUTES

1. Review/revise and approve minutes from the December 18, 2014 meeting of the Community Affairs Commission.

Mr. Gebhart indicated that he was not present at the December 18 meeting. Therefore, the minutes should be amended to delete his name as Present, and add his name as Absent.

Motion by Mr. Grubbs and second by Ms. Doughty to approve the minutes (**Exhibit A**) as amended above.

Motion approved: 6-0

Two abstentions: Ms. Brandon and Mr. Gebhart were not present at last CAC meeting.

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OLD BUSINESS

6. Discussion and possible action in regards to developing a calendar for Fiscal Year 2014/2015.

Mr. Morlock prepared and distributed a 4 page handout (**Exhibit B**):

- page 1 **CAC 2015 Event Calendar** DRAFT rev 2015-01-11
- page 2 **03-05 Business RT Agenda** DRAFT rev 2015-01-12
- page 3 **03-05 Business RT Announcement** DRAFT 2015-01-13
- page 4 **03-05 Business RT Project Schedule** rev 2015-01-12

CAC 2015 Event Calendar (page 1) It reflects decisions made at the last CAC meeting with updates from CAC Program Directors since the meeting.

This tentative Event Calendar was presented by Chairman Savage at the City Council Work Session on Tuesday, January 13 and received approval as a good work plan for the CAC.

The Event Calendar lists possible CAC events for F/Y 2014-2015. It reflects CAC consensus to plan:

- 2** Business Roundtables;
- 2** Residential Roundtables (General or HOA);
- 1** Block Party;
- 1** City Expo (every other year)

CAC Program Directors (Residential, Business, Faith-Based, City Expo) continue to work with the City to identify meaningful topics, agendas, speakers, and dates appropriate for the calendar timeframes.

The first 4 calendar events have specific planning target dates and are listed in bold:

** indicates event dates that have changed since the last CAC meeting.

<u>2015</u>	<u>Target Date</u>	<u>Program Director</u>	<u>Event</u>
MAR	5 (Thu) **	Business	Business Roundtable – Breakfast (topics WIP)
MAR	26 (Thu)	Residential	“Residential” Roundtable (City Recycle Bin Pilot, ...) -or- HOA Roundtable (topics TBD)
APR	11 (Sat)	City Expo + all CAC	City Expo+ (City staff dependencies)
MAY	29 (Fri) **	Residential & Faith-Based	Block Party (location TBD)
JUN	TBD	Residential	Residential Roundtable (Bedford Commons Update ?) -or- HOA Roundtable (topics TBD)
AUG	TBD	Business	Business Roundtable – Breakfast (Topics TBD)
SEP	open		Note - Last month of current 2014-2015 CAC Term
OCT	TBD	Residential	Block Party (CAC may move date to SEP)

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Mr. Morlock will revise the CAC Event Calendar to reflect any new changes and present at the next CAC meeting.

NEW BUSINESS

2. Economic Development Update

Bill Syblon, City Development Director, presented a quality 25+ minute PowerPoint presentation on the subject of Bedford Economic Development Update ("BEDU").

The BEDU story is a very positive and exciting one. Sales tax revenues in 4Q 2014 were up about 50% over 4Q 2013. Retail vacancy is now only 9%. Bedford is 97% developed, so most of the activity is now "re-development." A number of street intersection maps showed key lots that are available and of increased commercial interest now that highway construction in Bedford has been completed. A summary of development progress during the construction was also reviewed.

The story concluded with a conceptual map that included some suggested ideas for the proposed Bedford Commons (BC) project now in initial development discussions and processes. CAC members expressed interest in details about the current process to seek specific zoning for BC as a development guideline. This will be presented to City Council with a public hearing. Some members expressed concerns about possible financial risk in possible public-private partnerships in a "Smart Growth" development strategy, and encouraged the City to maximize the transparency in all the BC development processes. Details are available on the City website.

3. Review and possible action regarding Subcommittee Director Reports:

b. Business Outreach (Gary Morlock)

The City advised that the new date for the Business Roundtable meeting is Thursday, March 5, from 8:00 – 9:00 a.m. (Breakfast 7:30) at the Library main meeting room. Mr. Morlock has reserved the room and advised the City.

Mr. Morlock briefly reviewed Page 2 of his handout (Exhibit B), which provides the tentative agenda, topic timings, and speakers for the Business Roundtable Breakfast. There may be more meaningful topics than agenda time available (1 hour), so he looks to the CAC and City to allocate the topic and sub-topic times to meet current City needs.

- Having just previewed Mr. Syblon's 25 minute quality presentation on the Bedford Economic Development Update, CAC consensus was that 10 minutes should be added to Mr. Syblon's Roundtable agenda time (now 25 minutes total) and that the 10 minute topic on Code Compliance be deleted as a lower priority topic for this meeting. The topic of SaveLocalNow.com (10 minutes) is still on the March 5 tentative agenda, as the City is still discussing strategies for continuing ShopBedfordFirst and participating in SLN.

Mr. Morlock briefly reviewed Page 3 of his handout, which provides the tentative meeting announcement which reflects the tentative agenda above. He noted the RSVP strategy of providing an EVITE link to monitor the estimated attendance to do breakfast food planning (budget?/sponsors?), room layout, and easy sign-in for RSVP attendees. It will also provide email addresses that can be used for meeting follow-ups as needed and an email list for future meeting announcements.

Mr. Morlock briefly reviewed Page 4 of his handout, which outlines the proposed project schedule for the Business Roundtable Breakfast. It details key CAC and City activity dates prior to and after the meeting announcement. It has been updated to reflect the Breakfast meeting date change to Thursday, March 5. The proposed meeting announcement date is now Tuesday, February 10, so the CAC can announce the meeting

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that evening at City Council meeting. That plan will provide 23 days advance notice of the meeting, which Mr. Syblon has indicated is a sensible plan.

a. Residential Outreach (Dianne Doughty)

- Residential Outreach Meetings (Dianne Doughty)

The event calendar lists March 26 (Thursday) as the target date for the first Residential Roundtable. At the last CAC meeting, Mr. Miller had advised that the March 26 date still seemed a good timeframe for the main topic – City Recycle Bin Project report. But he suggested that a 20 minute topic time would be adequate, so other topics were also needed. After hearing Mr. Syblon's 25 minute presentation tonight on Economic Development Update, that topic seemed like a logical addition to the March 26 agenda for Residents.

However, City Manager Griffith advised that Thursday, March 26 might now be too soon for the main topic of City Recycle Pilot, based on the current limited progress by the recycle vendor on the Citizen survey on the Pilot that completed on December 31. So Mr. Morlock agreed to investigate possible alternate Library room dates about a month later on the CAC event calendar (in late April - possibly Thursday, April 23) and advise the City.

The event calendar now lists an HOA Roundtable as an event option in June. Ms. Doughty reported that she had sent emails to HOAs asking for topics of interest and had some replies. There is adequate time to solicit and prioritize topics for a proposed agenda of specific interest to HOAs at a possible June meeting.

Ms. Doughty announced she is stepping down as Program Director of Residential Outreach, as she will now be out of the country for longer periods in the foreseeable future. CAC Vice-Chair Grubbs suggested Mr. Caruso be considered as the new Program Director, and offered to assist Mr. Caruso to get started, as Mr. Grubbs was formerly CAC Chairman. Chairman Savage stated that possible action on a new Program Director must be placed on the agenda for the next CAC meeting so it can be properly considered, and asked others to consider and advise their interest.

- Block Parties (Sal Caruso – Project Team Leader)

Mr. Caruso (Block Party Project Leader) reported that the Block Party last year was reported in the new Bedford Connection magazine delivered to residents just before Christmas. The article asked residents to contact him if interested in a Block Party in their neighborhood.

A large HOA (297 homes) in north area of Bedford has contacted him to express interest, and he is now pursuing that option with optimism. He will continue to work with the HOA and 6stones to confirm a date (now Friday, May 29 on event calendar – add rain date Saturday?), and a location for the event. He asked whether CAC thought that holding a Block Party in a church parking lot was a good idea. Feedback indicated that holding it in the neighborhood area was the best idea if possible. He is also working on food (supermarket) sponsors located in the neighborhood area. He noted that May 29 is a “snow day” for HEB ISD schools.

c. Faith based Outreach (Mark Massey)

No report – Mr. Massey absent. Mr. Caruso noted continued work with 6Stones on Block Party involvement.

d. City Expo (Roy Savage)

Mr. Savage reported that City is working on Saturday, April 11 event plans and resources, to include a “Pet Fair”, and that City department competition for “best Expo booth” had already begun.

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4. Council Liaison Report (Michael Boyter)

No report – Mr. Boyter absent. Reference calendar report by Chairman Savage from City Council meeting.

5. Staff Liaison Report (David Miller)

Mr. Miller was absent. Ms. Jakubik (and Ms. Griffith) provided reports and comments on the calendar and specific events under consideration.

ADJOURNMENT

Motion to adjourn by Ms. Frazier and second by Ms. Brandon

Motion approved: 8-0

Meeting adjourned at 7:07 p.m.

Exhibit A – Minutes (December 18, 2014 meeting of CAC)

Exhibit B – Handout –

- page 1 **CAC 2015 Event Calendar** DRAFT rev 2015-01-11
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Approved by Roy Savage, CAC Chair

Submitted by Gary Morlock, CAC Secretary

GM doc: CAC Minutes 2015-01-15 Draft 1
