

## Community Affairs Commission Minutes August 20, 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, Bedford, TX on Thursday, the 20<sup>th</sup> of August, 2015, with the following members present:

Sal Caruso  
Mary Frazier  
Steve Grubbs

Roy Savage  
Terry Smith

#### **Others present:**

Meg Jakubik, City Staff Liaison; Steve Farco, City Council Liaison

#### **Absent:**

Joy Brandon, Mark Massey, Gary Morlock

#### **CALL TO ORDER**

The meeting was called to order at 5:31 p.m. by Chairman Roy Savage.

#### **OPENING REMARKS AND WELCOME**

Chairman Savage welcomed those present and thanked Sal Caruso for his work in planning the next Block Party.

#### **APPROVAL OF MINUTES**

##### **1. Review/revise and approve minutes from the August 20, 2015 meeting of the Community Affairs Commission.**

The minutes were revised to show that Gary Morlock was not at the June meeting. A motion and second were made to approve the minutes as revised. The motion was approved 5-0.

#### **NEW BUSINESS**

##### **2. Review and possible action regarding checklist procedure.**

Steve Grubbs presented his checklist/timeline for the upcoming Residential Outreach. Discussion followed. Suggestions included making each list more generic on dates, such as "six weeks out" rather than an actual date. Those present agreed that his outline would be a good guideline for the other checklists.

##### **3. Budget review and discussion on buying letters for portable signs.**

Meg Jakubik reviewed the CAC's expenditures to date, which totaled \$878.88 versus a budget of \$2,000. Discussion followed on what expenses could be paid this fiscal year. Buying letters for the portal sign was discussed. Steve Farco stated that the City was reviewing the sign ordinance and advised CAC to hold off on making a decision. Those present agreed.

**4. Discussion and possible action n changing the date of the regular September meeting from September 17, 2015 to September 20, 2015 due to the conflict with the Residential Outreach Meeting scheduled for September 17.**

After discussion, those present agreed that having the next CAC meeting on September 10 would be the best option. Jakubik will find a meeting place as well as identify a quorum.

**5. Review and possible action regarding Subcommittee Director Reports:**

**a. Residential Outreach**

Grubbs reviewed the timeline/things to do list for the next Residential Outreach Meeting that is scheduled for September 17 from 7:00 to 8:00 p.m. at the Bedford Library. Agenda items were discussed and will include the following: an update on the Bedford Commons and the Boys Ranch; a report on the City budget for the next fiscal year; an update on upcoming events; information on the City's Repeat Victimization Unit; and an economic development update.

Sal Caruso reviewed the detailed plans and the project outline for the next Block Party, which is scheduled for October 1 on Lincolnshire Circle.

**b. Business Outreach**

The next Business Roundtable breakfast is scheduled for November 5.

**c. Faith Based Outreach**

There was nothing new to report.

**d. City Expo**

There was nothing new to report. Chairman Savage asked that this item be removed from the agenda until the next year the EXPO would occur.

**6. Council Liaison Report**

Councilman Farco reported that after an extensive search the City Council had extended an offer to Interim City Manager Roger Gibson to be the City Manager and Gibson had agreed. Gibson subsequently hired Kelli Agan as the Assistant City Manager. The budget process went smoothly and there will be no new taxes for the next fiscal year. The Boys Ranch Lake has been drained and the project is on schedule. Bedford Blues & BBQ is coming up soon. Farco stated that the Council appreciates the work of the CAC. Savage replied that the CAC projects were a team effort with the Council and staff, and that he appreciated all the City does to get things done to assist the CAC.

**5. Staff Liaison Report**

There was no additional report from staff.

**ADJOURNMENT**

A motion and second were made to adjourn the meeting. The motion was approved and the meeting was adjourned at 6:42 p.m.

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Approved by Roy Savage, CAC Chair

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