

Community Affairs Commission Minutes February 16, 2017

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 16th of February 2017 with the following members present:

Sal Caruso
Emily Chavarriaga – arrived at 5:33 p.m.
Mary Frazier
Steve Grubbs
Margaret Hall
Gary Morlock - arrived at 5:31 p.m.

Terry Smith
Jenna M. Waters
Dough White
Doug White – arrived at 5:40 p.m.
Joe Zavala

constituting quorum.

Others present:

Councilman Michael Boyter – City Council Liaison
Meg Jakubik - City Staff Liaison - Strategic Services Mgr

Absent:

Roy Savage

CALL TO ORDER

Chairman Sal Caruso called the meeting to order at 5:31 p.m.

OPENING REMARKS AND WELCOME

Mr. Caruso opened the meeting with information regarding the passing of City Councilman Ray Champney.

APPROVAL OF MINUTES

A motion was made by Margaret Hall and seconded by Steve Grubbs to approve the minutes of the January 19, 2017 Community Affairs Commission meeting. The motion passed unanimously.

NEW BUSINESS

2. Discussion and possible action regarding the date of the March Commission meeting.

The March Commission meeting originally scheduled for March 16, 2017 falls within spring break and many of the Commission members will not be available to participate in the

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scheduled meeting. A motion was made by Margaret Hall to move the March Commission meeting to March 9, 2017. Commission members voted unanimously in favor of the date change.

3. Discussion regarding ideas and proposals from members for new programming.

Gary Morlock put forth several items for discussion including adding revision dates to documents, utilizing Shop Bedford First through the City website to reach the business community, and amending future Roundtable agendas to include a designated Q&A session. Discussion followed concentrated on the Q&A session. Commission members agreed to table further discussion and decisions to the next Commission meeting.

4. Review and possible action regarding Subcommittee Director Reports:

a. Residential Outreach – Margaret Hall

Ms. Hall provided a report on the March 22, 2017 Residential Outreach meeting agenda including all speakers have been confirmed. Ms. Hall and Megan Jakubik have been working together to prepare for the meeting. Ms. Jakubik reported the street banner is in production, City electronic signs are scheduled for updates, and the City has sent out information through the broadcast lists.

i. Block Parties - Sal Caruso

Chairman Caruso provided an update on the Block Party scheduled for Friday, April 21, 2017. The Block Party has been confirmed for Bedford Estates. A save-the date announcement went out to residents in the neighborhood. Many food vendors have agreed to participate.

b. Business Outreach - Doug White

Mr. White stated information regarding the Business Outreach meeting will be sent out with more advanced notice to the business community. Mr. White is working with the post office on geo-fencing to accurately and economically mail information. The Business Roundtable is scheduled for May 19, 2017. Mr. Smith and Mr. Morlock are continuing to work with Mr. White to develop the program for the meeting.

c. Faith Based Outreach – Sal Caruso

Chairman Caruso reminded the Commission that the 6Stones CPR is scheduled for April.

d. City Expo – Joe Zavala

Mr. Zavala is working with Ms. Jakubik in planning the Commission's role in City Expo. A report from Ms. Jakubik included an update on the participation of City services, City associated clubs and additional support being provided by City departments to promote the City Expo/Pet Fair. The City Expo/Pet Fair is scheduled for Saturday, April 1, 2017 at Bedford Boys Ranch.

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5. Council Liaison Report – Michael Boyter

Councilman Boyter stated his support for the Commission and praised the work being done on behalf of the City.

6. Staff Liaison Report - Meg Jakubik

Ms. Jakubik provided key reports and comments during discussions noted under other agenda items. Ms. Jakubik stated the deadline for the summer Bedford Connection is in March which is prior to Commission programming and events. A detailed report on Commission activities will be included in the fall Bedford Connection.

ADJOURNMENT

Motion to adjourn by Mr. Grubbs, and second by Ms. Frazier.

Motion approved: 11-0

Meeting adjourned at 6:32 PM

Approved by Sal Caruso, CAC Chair

Submitted by Jenna M. Waters, CAC Secretary
