

# **AGENDA**

**Regular Meeting of the Bedford City Council  
Tuesday, February 10, 2015  
Bedford City Hall Building A  
2000 Forest Ridge Drive  
Bedford, Texas 76021**

**Conference Room Work Session 5:45 p.m.  
Council Chamber Work Session 6:00 p.m.  
Council Chamber Regular Session 6:30 p.m.**

**COMPLETE COUNCIL AGENDAS AND BACKGROUND INFORMATION ARE AVAILABLE FOR REVIEW  
ONLINE AT <http://www.bedfordtx.gov>**

## **CONFERENCE ROOM WORK SESSION**

- Interviews for appointment to Bedford's Citizen Boards and Commissions.

## **COUNCIL CHAMBER WORK SESSION**

- Review and discuss items on the regular agenda and consider placing items for approval by consent.
- Presentation regarding the possible implementation of Stage 2 Drought Measures and current water supply levels.
- Presentation regarding application for State Water Implementation Fund for Texas (SWIFT).

## **EXECUTIVE SESSION**

To convene in the conference room, if time permits, in compliance with Section 551.001 et. Seq. Texas Government Code, to discuss the following:

- a) Pursuant to Section 551.087, deliberation regarding economic development negotiations with the City of Euless.
- b) Pursuant to Section 551.074, personnel matters – annual performance review of the City Manager.

## **REGULAR SESSION 6:30 P.M.**

### **CALL TO ORDER/GENERAL COMMENTS**

### **INVOCATION** (Pastor Jim Pack, City Life Church)

### **PLEDGE OF ALLEGIANCE**

### **ANNOUNCEMENTS/UPCOMING EVENTS**

### **OPEN FORUM**

*(The public is invited to address the Council on any topic that is posted on this agenda. Citizens desiring to speak on Public Hearing(s) must do so at the time the Public Hearing(s) are opened. In order to speak during Open Forum a person must first sign in with the City Secretary prior to the Regular Session being called to order. Speakers will be called upon in the order in which they sign in. Any person not signing in prior to the commencement of the Regular Session shall not be allowed to speak under Open Forum. Further, Open Forum is limited to a maximum of 30 minutes. Should speakers not use the entire 30 minutes Council will proceed with the agenda. At the majority vote of the Council the Mayor may extend the time allotted for Open Forum.)*

### **CONSIDER APPROVAL OF ITEMS BY CONSENT**

## **COUNCIL RECOGNITION**

1. Proclamation declaring February 2015 as Love Your Library Month in the City of Bedford.

## **APPROVAL OF THE MINUTES**

2. Consider approval of the following City Council minutes:
  - a) January 22, 2015 joint work session
  - b) January 22, 2015 work session
  - c) January 27, 2015 regular meeting

## **PERSONS TO BE HEARD**

3. The following individual has requested to speak to the Council tonight under Persons to be Heard:
  - a) Tom Culbert, 1925 Charleston, Bedford, Texas 76022 – Requested to speak to the Council regarding the Senior Activity Center.

## **NEW BUSINESS**

4. Consider a resolution authorizing the City Manager to dissolve the City's 401(a) plan through the International City Management Association Retirement Corporation (ICMA-RC), effective April 1, 2015.
5. Consider an ordinance to increase the rate of deposit to the Texas Municipal Retirement System by the employees of the City of Bedford from 5% to 7% effective April 1, 2015.
6. Consider a resolution authorizing the sale of beer at 4thFEST held at the Boys Ranch Park on July 4, 2015.
7. Consider a resolution authorizing the City Manager to enter into a contract with BuyBoard Cooperative Purchasing Network for the purchase of one ambulance modular remount on a 2015 Ford F550 chassis in the amount of \$125,815.50.
8. Consider a resolution adopting the North Central Texas Council of Governments Clean Fleet Vehicle Policy.
9. Consider a resolution authorizing the City Manager to utilize the City of Grand Prairie's Pavement Marking Service Contract with Stripe-A-Zone in the amount of \$84,899.68 through a Master Interlocal Cooperative Purchasing Agreement.
10. Consider a resolution authorizing the City Manager to approve Change Order #1 for the Bedford Boys Ranch Sanitary Sewer Renewal and Rehabilitation Project in the amount of \$85,709.55.
11. Consider a resolution authorizing the City Manager to enter into a Professional Services Contract with Pacheco Koch, LLC in the amount of \$50,389 for the design services for a water line on Bedford Road between Brown Trail and Somerset Terrace.
12. Consider a resolution appointing members to serve on Bedford's Citizen Boards and Commissions.
13. Report on most recent meeting of the following Boards and Commissions:
  - ✓ Animal Shelter Advisory Board - Councilmember Fisher
  - ✓ Beautification Commission - Councilmember Turner
  - ✓ Community Affairs Commission - Councilmember Boyter
  - ✓ Cultural Commission - Councilmember Champney
  - ✓ Library Board - Councilmember Davisson
  - ✓ Parks & Recreation Board - Councilmember Davisson

✓ **Teen Court Advisory Board - Councilmember Farco**

**14. Council member Reports**

**15. City Manager/Staff Reports**

**EXECUTIVE SESSION**

**To convene in the conference room, if time permits, in compliance with Section 551.001 et. Seq. Texas Government Code, to discuss the following:**

- a) Pursuant to Section 551.087, deliberation regarding economic development negotiations with the City of Euless.**
- b) Pursuant to Section 551.074, personnel matters – annual performance review of the City Manager.**

**16. Take any action necessary as a result of the Executive Session.**

*(Any item on this posted agenda may be discussed in executive session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.)*

**ADJOURNMENT**

**CERTIFICATION**

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window in a display cabinet at the City Hall of the City of Bedford, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted by the following date and time: **Friday, February 6, 2015 at 5:00 p.m.**, and remained so posted at least 72 hours before said meeting convened.

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**Michael Wells, City Secretary**

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**Date Notice Removed**

(Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in City functions and activities. Auxiliary aids and services or accommodations must be requested in writing to the City Secretary's Office a minimum of seventy-two hours (72) hours prior to the scheduled starting time of the posted meeting. Requests can be delivered in person or mailed to the City Secretary's Office at 2000 Forest Ridge Drive, Bedford, TX 76021, or emailed to [mwells@bedfordtx.gov](mailto:mwells@bedfordtx.gov). Some requests may take longer due to the nature, extent and/or availability of such auxiliary aids, services or accommodations.)



# Council Agenda Background

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**PRESENTER:**

Thomas L. Hoover, P.E.  
Public Works Director  
Jerry Laverty, Environmental Supervisor

**DATE:** 02/10/15

Work Session

**ITEM:**

Presentation regarding the possible implementation of Stage 2 Drought Measures and current water supply levels.

**DISCUSSION:**

Tarrant County Regional Water District notified the City of the possibility of going into Stage 2 Drought Measures. Jerry Laverty, Environmental Supervisor, will give a presentation detailing Stage 2 Drought Measures and the water supply.

**ATTACHMENTS:**

PowerPoint Presentation

# **WATER SUPPLY AND DROUGHT UPDATE**

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# **TRWD WATER SUPPLY AND DROUGHT CONDITIONS UPDATE**

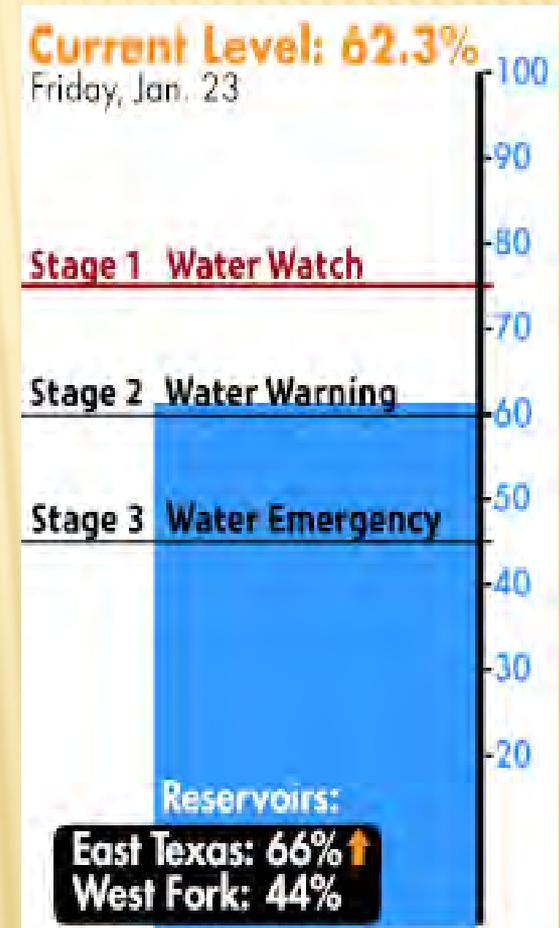
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- **Severe to extreme drought conditions are persistent across North Texas.**
- **Rainfall remained sparse in 2014. We experienced rainfall deficits in all months except August. For the year, we officially received 21.32 inches, which is 14.87 inches below normal.**
- **13<sup>th</sup> driest year on record.**

# RESERVOIR STORAGE

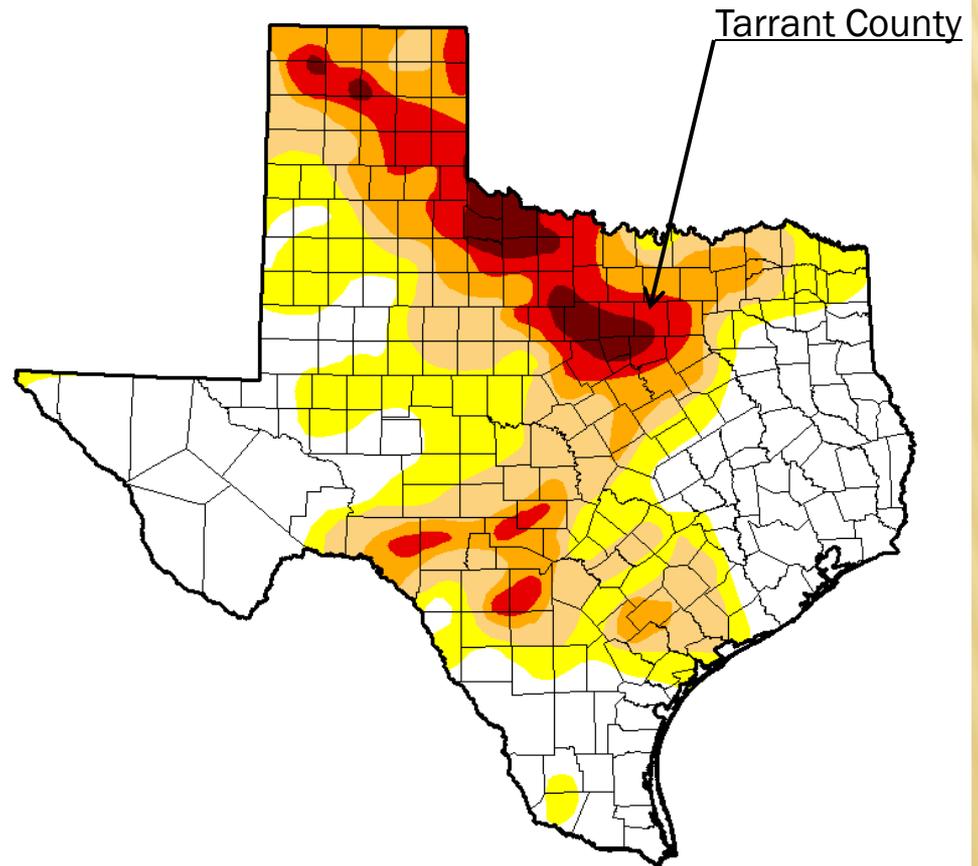
Total reservoir storage is 62.3%. Recent rains helped slow the fall, but we didn't see any measurable gains with any of the rains we received in December. However, New Year's rainfall boosted water supplies by 0.5%.

Determining exactly when we will cross the Stage 2 threshold of 60% is tricky. Without any significant amounts of precipitation, it could happen in the next 3-4 weeks.



# ***U.S. DROUGHT MONITOR - TEXAS***

-  D0 - Abnormally Dry
-  D1 - Moderate Drought
-  D2 - Severe Drought
-  D3 - Extreme Drought
-  D4 - Exceptional Drought



# STAGE 1

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- **Twice per week watering schedule has resulted in an 8-10% reduction in demands. Savings are cumulative.**
- **Estimated savings due to twice per week watering restrictions in 2013-2014 amounted to between 37,500 and 48,000 acre-feet – about the same amount of water Lake Arlington can hold.**

# **STAGE 2 DROUGHT WATERING SCHEDULE: 1X/WEEK IF NEEDED**

## **WATER CUSTOMER**

- Government & Schools
- Even address Commercial  
(including HOA's)
- Even Address Residential
- Odd Address Residential
- Odd Address Commercial  
(Including HOA's)

## **WATERING DAY**

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

# CUSTOMERS USING ONLY HOSE-END SPRINKLERS

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- **Even Address on Saturday**
- **Odd Address on Sunday**

- **Additional notes:**

**Automatic and Hose-End Sprinklers May Not Be Used Between 10 a.m. and 6 p.m.**

**Hand-Watering, Drip Irrigation and Soaker Hoses May Be Used Any Day and Any Time**

# BACKGROUND

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- TRWD requires all customers to initiate Stage 2 of its Drought Contingency Plan when combined storage capacity in its water supply reservoirs declines to 60%.
- Combined storage capacity is based on water levels in four reservoirs: Lake Bridgeport, Eagle Mountain Lake, Cedar Creek and Richland-Chambers Reservoirs.
- Those reservoirs are used to supply approximately 98% of all Tarrant County residents and businesses – about 1.8 million people in all.
- TRWD's primary customers include the cities of Fort Worth, Arlington, Mansfield and the Trinity River Authority, which serves the mid-cities area.
- In Stage 2, our goal is to reduce water use by at least 10% over what we would normally use.

# KEY STAGE 2 DROUGHT MEASURES

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- Limit outdoor watering with hose-end sprinklers and automatic irrigation systems to no more than once per week at each service address.
- No outdoor watering with hose-end sprinklers and outdoor irrigation systems between 10 a.m. and 6 p.m.
- Prohibits using water in a wasteful manner, such as allowing runoff to flow from property a distance of more than 50 feet, or other types of waste, including failing to repair broken sprinkler heads or fix outdoor leaks.
- Watering by hand or using soaker hoses or drip irrigation is allowed anytime, any day of the week.

# **OTHER KEY POINTS:**

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- **Watering established landscapes is not necessary in the winter. Customers are urged to keep their irrigation systems off for now.**
- **Weekly watering advice can be found on the Lawn Whisperer's Facebook page. The updates, provided every Monday, are based on the previous week's climate conditions and rainfall amounts.**



# Council Agenda Background

**PRESENTER:** Thomas L. Hoover, P.E.  
Public Works Director

**DATE:** 02/10/15

Work Session

**ITEM:**

Presentation regarding application for State Water Implementation Fund for Texas (SWIFT).

**DISCUSSION:**

In 2013, the Texas Legislature authorized transferring \$2 billion from the State's "Rainy Day Fund" to create a new loan program, later approved by Texas voters, to fund projects in the State Water Plan. This original investment in the State Water Implementation Fund for Texas (SWIFT) is designed to fund close to \$27 billion in water supply projects over the next 50 years to ensure that Texas communities have adequate supplies of water during drought.

The City of Bedford applied for the low-cost loan on January 30, 2015. The application was for \$90,000,000 of the \$800,000,000 set aside for water conservation over the next ten years. This would replace approximately 75% of the existing water system. The City was the first to apply with the approach for funding by preventing water loss from ageing water lines and frequent water main breaks. So far, staff has received positive feedback from the Texas Water Development Board (TWDB).

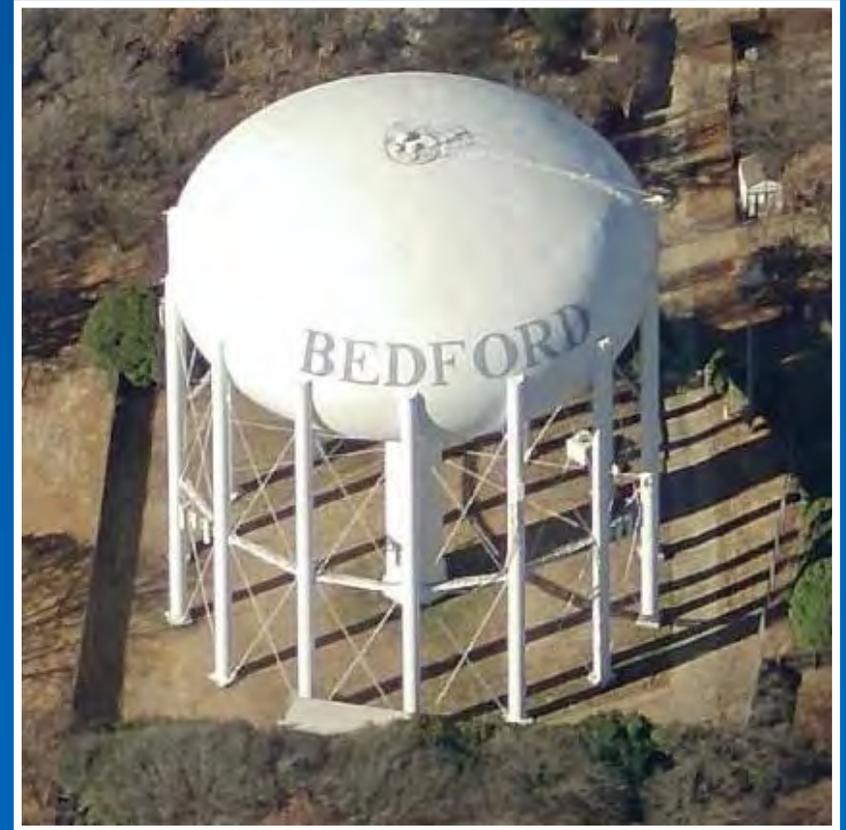
The TWDB received 48 low-cost loan applications, totaling more than \$5.5 billion by the February 3, 2015 deadline. A consultant with the engineering firm of King Engineering helped submit Bedford's application. He felt that the City has a very good chance of obtaining the low-cost loan from its approach in water conservation by minimizing water loss through leaks in ageing pipes. The majority of the applications are for reuse, desalinization of groundwater and seawater and the development of reservoirs and well fields.

If the City's application for SWIFT funding is approved, the cost savings will have far reaching implications for improving the water system. The anticipated savings in interest is projected to exceed \$10,000,000 over the life of the loan.

**ATTACHMENTS:**

PowerPoint Presentation

# Water Distribution System Conservation Program



**King**  
ENGINEERING ASSOCIATES, INC.

City of Bedford  
King Engineering Associates, Inc.  
January 2015

- **City of Bedford Staff**
  - Thomas L. Hoover, P.E. – Public Works Director
  
- **King Engineering Associates Inc.**
  - William Moriarty, P.E.

- **Water Supply**

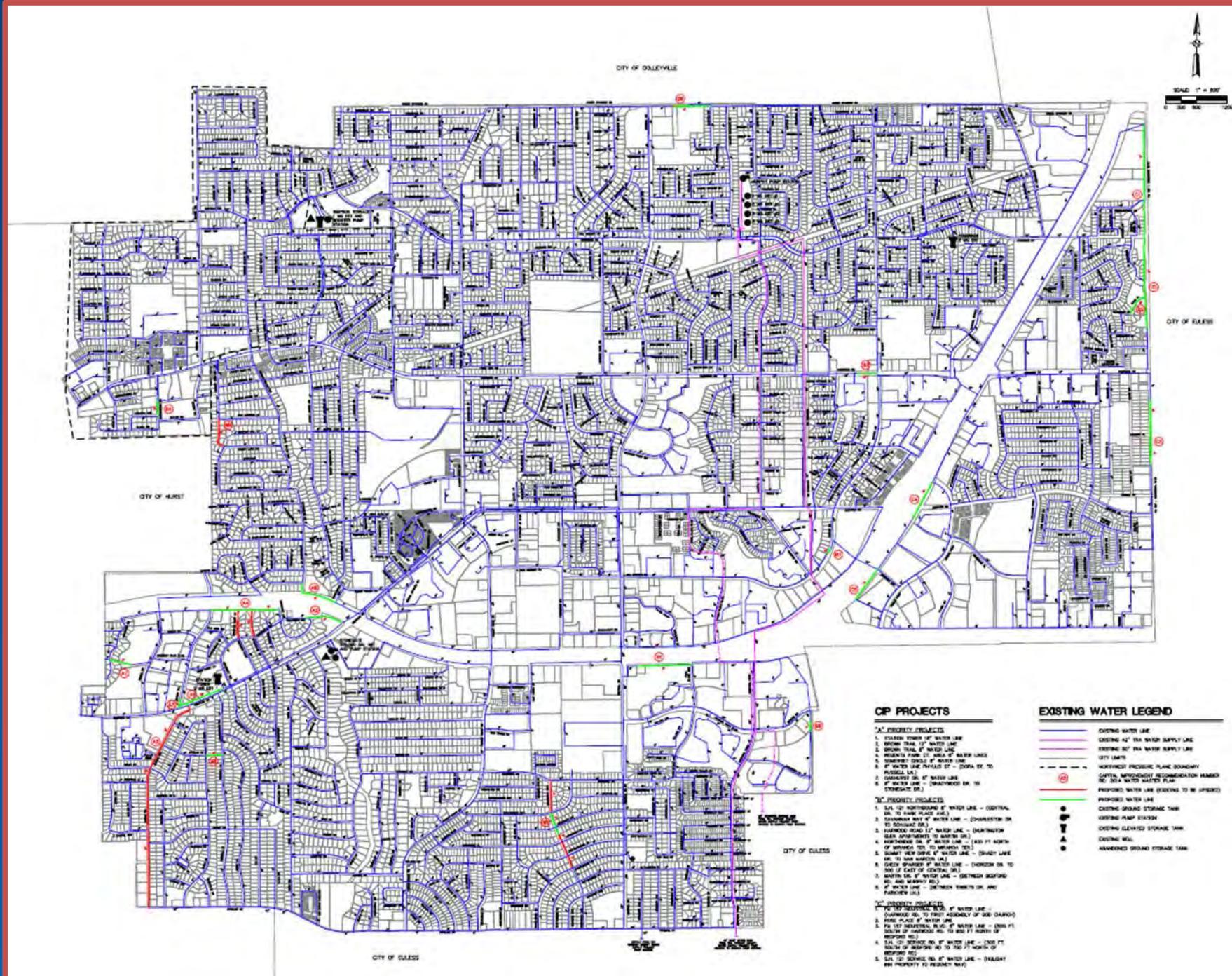
- Trinity River Authority (TRA) – 93%
- 2 Water Wells – 7%
  - Stonegate Pump Station (Active)
  - Simpson Terrace Elevated Storage Tank – (Pending Approval)

- **Water Storage**

- 5 Million Gallons (Total) in 3 Elevated Storage Tanks
  - Station Tower (2 MG) – Somerset Ter. and Bedford Rd.
  - Cummings (2 MG) - Cummings Dr. between Ashford Dr. and Andover Dr.)
  - Simpson Terrace (1 MG) – Berwick Ln. and Simpson Terrace

- **Pumping**

- TRA
  - Murphy Pump Station
  - Tarrant County Water Supply Project Water Treatment Plant



CITY OF DALEVILLE



CITY OF HURST

CITY OF ESSEX

CITY OF CULLERS

**CP PROJECTS**

**A' PRIORITY PROJECTS**

1. COLON TOWER 10" WATER LINE
2. BROWN TRAIL 12" WATER LINE
3. BROWN TRAIL 8" WATER LINE
4. PINEVIEW PARK 24" AREA 4" WATER LINES
5. SHAWNEE CIRCLE 8" WATER LINE
6. 8" WATER LINE PARALLEL TO - DORA ST. TO PINEGLEN LANE
7. 8" WATER LINE - SHAWNEE DR. TO CYPRESSWOOD DR.

**B' PRIORITY PROJECTS**

1. 12" 12" RECONSTRUCT 8" WATER LINE - CENTRAL DR. TO HAWK PLACE LANE
2. SHAWNEE WAY 8" WATER LINE - CHARLESTON DR. TO SHAWNEE DR.
3. HAWKWOOD ROAD 12" WATER LINE - CHARLESTON DR. TO SHAWNEE DR.
4. RECONSTRUCT 8" 8" WATER LINE - 1400 FT NORTH OF SHAWNEE DR. TO SHAWNEE DR.
5. SHAWNEE VIEW DRIVE 8" WATER LINE - SHAWNEE DR. TO HAWKWOOD ROAD
6. GREEN SPANISH 8" WATER LINE - DORCHESTER DR. TO END OF CENTRAL LANE
7. WATSON LANE 8" WATER LINE - BETWEEN SHAWNEE DR. AND SHAWNEE DR.
8. 8" WATER LINE - BETWEEN TARRANT DR. AND PARKVIEW LANE

**C' PRIORITY PROJECTS**

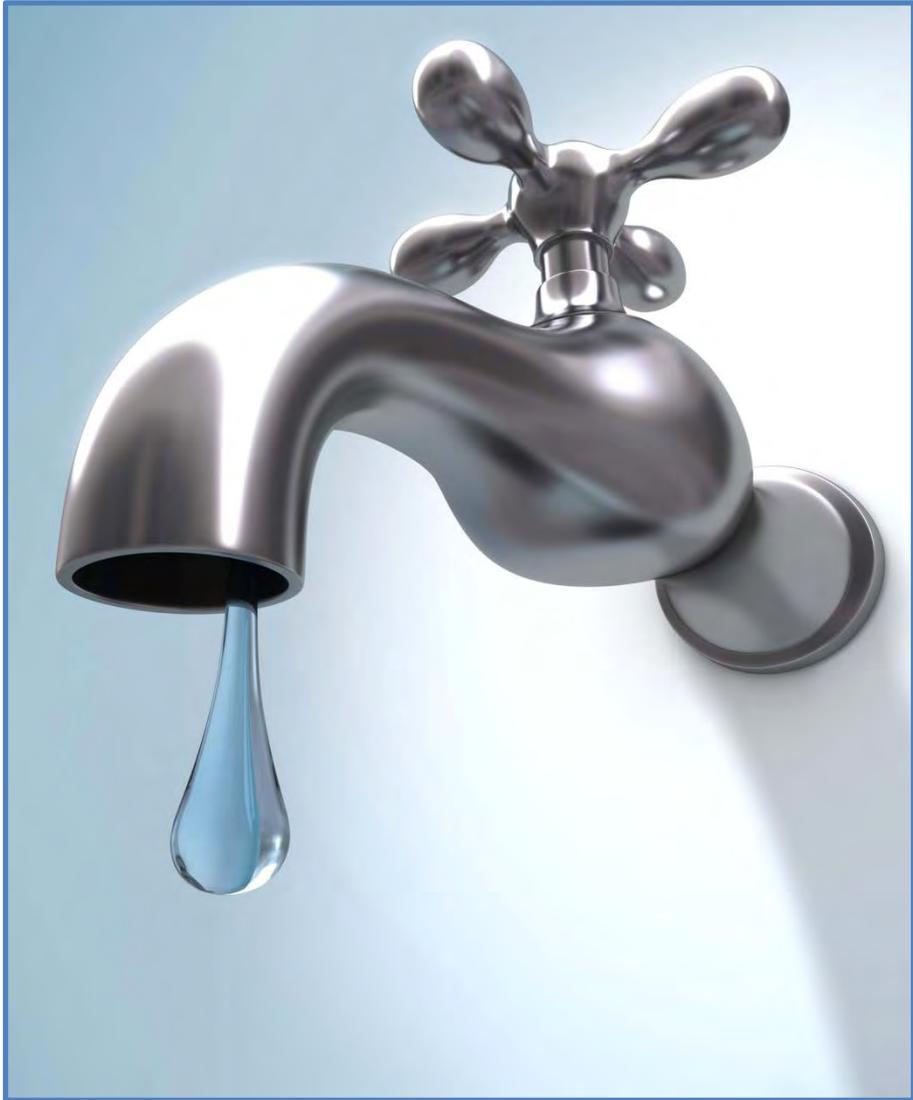
1. 12" 12" RECONSTRUCT 8" WATER LINE - DORCHESTER DR. TO FIRST ASSEMBLY OF GOD CHURCH
2. HAWK PLACE 8" WATER LINE
3. 12" 12" RECONSTRUCT 8" WATER LINE - 1000 FT SOUTH OF HAWKWOOD DR. TO 800 FT NORTH OF HAWKWOOD DR.
4. 12" 12" RECONSTRUCT 8" WATER LINE - 1200 FT SOUTH OF SHAWNEE DR. TO 700 FT NORTH OF HAWKWOOD DR.
5. 12" 12" RECONSTRUCT 8" WATER LINE - DORCHESTER DR. TO FIRST ASSEMBLY OF GOD CHURCH

**EXISTING WATER LEGEND**

- EXISTING WATER LINE
- EXISTING 42" DIA WATER SUPPLY LINE
- EXISTING 60" DIA WATER SUPPLY LINE
- CITY LANE
- HORIZONTAL PRESSURE PLANE BOUNDARY
- CAPITAL IMPROVEMENT RECOMMENDATION MARKED BY 2014 WATER MASTER PLAN
- PROPOSED WATER LINE (EXISTING TO BE UPGRADED)
- PROPOSED WATER LINE
- EXISTING GROUND STORAGE TANK
- EXISTING PUMP STATION
- EXISTING ELEVATED STORAGE TANK
- EXISTING WELL
- HAWKWOOD GROUND STORAGE TANK

- Length of Main Lines  
165 Miles
- Retail Service Connections  
14,927
- System Volume  
2.7 billion gallons per year

- Leak Repair and Water Main Replacement.
- Automatic Meter Reading (AMR)
  - Approximately 15,000 new or retrofitted meters.



## Current Water Loss

- About 10%
- But Increasing

## System Developments

- Introduction of Second Pressure Zone
- Increase in System Deterioration

- Would like to completely replace old meter technology with AMR.
- Will improve “unaccounted” for water.

- \$90 Million Dollars over 10 Years.

- Requesting RPC approve this “Minor” Amendment to Regional Water Plan.
- Requesting addition of this water conservation project to State Water Plan.

- We would like to access the SWIFT Loan Program.



QUESTIONS?



# Council Agenda Background

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**PRESENTER:** Mayor Jim Griffin

**DATE:** 02/10/15

Council Recognition

**ITEM:**

Proclamation declaring February 2015 as Love Your Library Month in the City of Bedford.

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

Maria Redburn will accept the Love Your Library Month Proclamation on behalf of the Bedford Public Library. She will promote various activities for the month of February including:

- The Library Satisfaction Survey
- The Seuss Festival scheduled for Sunday, March 1, 2015

Maria Redburn and Mary Woodward will also be accepting a plaque on behalf of the Library for the 2014 Achievement in Excellence in Libraries Award from the Texas Municipal Library Directors Association.

**ATTACHMENTS:**

Proclamation



CITY OF  
**BEDFORD**

# Proclamation

*WHEREAS, the Bedford Public Library fosters a love of learning and reading; and*

*WHEREAS, the Bedford Public Library supports a competitive workforce and economic development by bridging the digital divide; and*

*WHEREAS, the Bedford Public Library provides free of charge books, movies, music, and electronic books; and*

*WHEREAS, the Bedford Public Library has been recognized by the Texas Municipal Library Director's Association as a 2014 Achievement of Excellence in Libraries given to 39 libraries out of 561.*

*NOW, THEREFORE, let it be known that I, Jim Griffin, Mayor of the City of Bedford, and the City Council do hereby proclaim February, 2015 as:*

## ***Love Your Library Month***

*in the City of Bedford and urge all residents to visit the Bedford Public Library.*

*In witness whereof, I have hereunto set my hand and caused the seal of the City of Bedford to be affixed this 10<sup>th</sup> day of February, 2015.*

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JIM GRIFFIN, MAYOR





# Council Agenda Background

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**PRESENTER:** Michael Wells, City Secretary

**DATE:** 02/10/15

**Minutes**

**ITEM:**

Consider approval of the following City Council minutes:

- a) January 22, 2015 joint work session
- b) January 22, 2015 work session
- c) January 27, 2015 regular meeting

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

N/A

**ATTACHMENTS:**

January 22, 2015 joint work session  
January 22, 2015 work session  
January 27, 2015 regular meeting

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

**The City Council of the City of Bedford, Texas, met in joint work session with the Planning and Zoning Commission at 6:30 p.m. in the TXI Conference Room, 1805 L. Don Dodson on the 22nd day of January, 2015 with the following members present:**

|                |                 |
|----------------|-----------------|
| Jim Griffin    | Mayor           |
| Michael Boyter | Council Members |
| Ray Champney   |                 |
| Jim Davisson   |                 |
| Steve Farco    |                 |
| Roger Fisher   |                 |
| Roy W. Turner  |                 |

constituting a quorum.

The following members of the Planning and Zoning Commission were present:

|                 |               |
|-----------------|---------------|
| Bill Reese      | Chairperson   |
| Mitchell Austin | Commissioners |
| Todd Carlson    |               |
| Ruth Culver     |               |
| Mickey Hall     |               |
| Jason Sinisi    |               |
| Hank Henning    | Alternate     |

constituting a quorum.

Staff present included:

|                         |                               |
|-------------------------|-------------------------------|
| Beverly Griffith        | City Manager                  |
| David Miller            | Deputy City Manager           |
| Michael Wells           | City Secretary                |
| Meg Jakubik             | Assistant to the City Manager |
| Mirenda McQuagge-Walden | Managing Director             |
| Emilio Sanchez          | Planning Manager              |
| Bill Syblon             | Development Director          |

### **CALL TO ORDER/GENERAL COMMENTS**

Mayor Griffin and Chairperson Reese called the Joint Work Session to order at 6:00 p.m. It was stated that the meeting is specific to a zoning opportunity on a piece of property off of Highway 121 and Harwood Road, and Bedford Commons or other projects will not be addressed.

### **JOINT WORK SESSION**

- **Presentation and discussion regarding possible development at 2909 Crystal Springs Street.**

Development Director Bill Syblon stated that different opportunities for the site have come and gone, and he has worked with the broker to try and develop the property. Megan Lasch and Lisa Stevens with Saigebrook Development/Pinnacle Housing Group presented information regarding the development. Pinnacle Housing Group has been in the affordable housing, multi-family business for 17 years. They have 7,000 units in their portfolio and they are long-term owners who invest in the community and stay with their properties. They have 60 communities that are generally 95 to 98 percent occupied. They started working in Texas five years previously and will have 1,000 units in Texas by the end of the year. They discussed their art in public places program; green development, energy efficiency, and water conservation; and their resident programs. They build market rate properties and use a financing tool to make them affordable to the work force. The tax credit program was developed in 1986 to provide housing and to encourage private investment. In the program, tax credits are allocated to the states who then allocate them to developers, such as themselves, through a competitive process. They then partner with private industries that have tax bills that purchase the credits, which provide the equity that is used to build the buildings. The tradeoff is that they agree to rent at affordable rates based on the area's median income (AMI). Overall, the program allows them to raise the level of equity while reducing the amount of debt, so they do not need to collect as much rent to cover the mortgage. They stated that the properties pay property taxes. They submit an application to the Texas Department of Housing & Community Affairs (TDHCA) and the City needs to provide a resolution of support for their application to TDHCA. A lot of their business is done with Wells Fargo and their firm is one of the largest developers with whom Wells Fargo works. Regarding how it is known they are going to maintain the property, it was stated that they are long-term owners; and they have to guarantee that when they sell tax credits, they keep the property occupied, well-run, and in compliance with the program's regulations. This project would be a \$9M investment in tax credits.

The site is 1.9 acres, which would have 80 to 90 units in a four-story mid-rise building elevated over parking. They would apply for Planned Development zoning prior to their application to the State, but the zoning process does not need to be complete for the application. Rents are based on AMI, which for Bedford is \$65,800. They target different brackets including market rate, 30, 50 and 60 percent of median income. Young people and families, single moms, and retirees are usually those that fit this criterion. There is no timeframe for residency and there is a stepping stone program created to allow residents to better themselves. Residents are allowed to stay until they meet 120 percent of AMI. The average residency is approximately seven years. Residents are required to recertify annually and management ensures everyone residing in a unit is on the lease. They discussed site plans and sketches, and displayed development renderings. They work a lot with stone, brick and "Hardie," but not vinyl siding, and they believe in long life cycles with the building products. The building would be wood frame over a podium. In regards to the resolution, the Council would not be resolving to do anything other than expressing support for the project, which is worth 17 points in the competitive process. They stated that they chose this property based on its proximity to a lot of jobs, the airport, grocery stores, schools and retail. The State requires they look at areas that have quick growth, and good schools, income and jobs. The height of the building would be between 50 and 60 feet, with 65 feet being the maximum height allowed by the Zoning Ordinance. In regards to Section 8 voucher holders, it is only relative if a holder applies to live in the property and passes the background check, and they would have the same income requirements. In regards to the selection process, they generally open the doors and put out advertising, and all of their properties have waiting lists. The property would have onsite management with a full-time property manager, a part-time leasing agent and a full-time maintenance person. In regards to the allocations, the State requires they do 10 percent at 30 percent of AMI and 40 percent at 50

percent of AMI, while the remainder is up to their discretion. They have their own requirements, which include background and criminal checks, minimum income, and employment verification. There are no other demographic criteria that can be applied per the Fair Housing Act. They are also required to target up to 30 percent of their units to veterans. They displayed pictures showing unit details and examples of the interior. In regards to their art in public places program, they commission local artists to do sculptures or murals for the properties. In answer to questions to staff, it was stated that the percentage of multifamily properties in the City is approximately 40 percent of housing stock. Ms. Lasch and Ms. Stevens stated that they find that most residents come from within a seven-to-ten mile radius. In regards to resident programs, they work with Skillpoint, a non-profit in Austin, which primarily pursues grants and will offer continuing education classes and a training program suited to the jobs in the area. They have plenty of programs that are brought to the residents instead of them having to go to an external location. In regards to zoning, the strategy would be for a Planned Unit Development that incorporates Heavy Commercial in case the multifamily component falls through. They would be required to have site control, there is a due diligence period, and their contract is contingent on receiving funding. There would generally be 20 to 25 percent one-bedroom units, 50 percents two-bedroom units and the remainder three-bedroom units. They stated that the site falls in a census tract that scores better with TDHCA, that it is adjacent to existing multifamily with a buffer of storage units and is in proximity to major roads. They discussed their experiences with other cities and invited Council and the Commission to examine their references. They stated that the resolution of support is due by April 1. It was stated that the site does not fit into the Master Highway Corridor Overlay District (MHC). There was discussion on concerns regarding the site being on a hill across the street from the MHC, and the property being multifamily.

Chairperson Reese adjourned the Planning and Zoning Commission portion of the Joint Work Session at 6:44 p.m. in order to start their regular meeting at City Hall.

There was discussion on amenities such as a terrace, deck and interior components; and bringing in groups of people who would lower the AMI. In answer to questions from Council, Ms. Lasch and Ms. Stevens stated that they need to get approximately 180 points on their application, of which 12 points would come from support from State Representative Stickland's office; that their closest completed project is a rehabilitation in Denton; that they are framing the second floor on Summit Park; that the people who would occupy the units already live in the area and would be shifting to higher quality housing; that the site is difficult for development, is surrounded by uses that would not be compatible to a lot of things, and the project could add to the tax base. There was discussion on hearing from the public before making decisions, and the stigma of subsidized and multifamily housing. They stated that they do not need anything formal from the Council to proceed; that their next step is to put together materials for Planning and Zoning; that they want to be a good member of the community; and taking feedback from public hearings and incorporating it into the project to make it more acceptable to the community.

Eddie Liebman with The Weitzman Group, the broker for the property, stated that they have listed the property for a long period of time and he has been working on it since 2001. The site is not suitable for retail, restaurants or hotels, and the best category is apartments. He had the same concerns expressed regarding the perception of a multifamily use that is operated on tax credits, but after studying Saigebrook/Pinnacle, he is now extremely comfortable with them. He has determined what they propose is the highest and best use for the property.

## **ADJOURNMENT**

Mayor Griffin adjourned the Work Session at 7:01 p.m.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in Work Session at 7:00 p.m. at the TXI Conference Room, 1805 L. Don Dodson, Bedford, Texas, on the 22nd day of January, 2015 with the following members present:

|                |                 |
|----------------|-----------------|
| Jim Griffin    | Mayor           |
| Michael Boyter | Council Members |
| Ray Champney   |                 |
| Jim Davisson   |                 |
| Steve Farco    |                 |
| Roger Fisher   |                 |
| Roy W. Turner  |                 |

constituting a quorum.

Staff present included:

|                         |                               |
|-------------------------|-------------------------------|
| Beverly Griffith        | City Manager                  |
| David Miller            | Deputy City Manager           |
| Michael Wells           | City Secretary                |
| Wendy Hartnett          | Special Events Manager        |
| Meg Jakubik             | Assistant to the City Manager |
| Tom Hoover              | Director of Public Works      |
| Mirenda McQuagge-Walden | Managing Director             |
| Bill Syblon             | Development Director          |

### **CALL TO ORDER/GENERAL COMMENTS**

Mayor Griffin called the meeting to order at 7:13 p.m.

- **Discussion and receive Council direction regarding the following topics:**
  - **Meadow Park Proposal**

Managing Director Mirenda McQuagge-Walden discussed a proposal from Suns Field Development for the existing softball fields at Meadow Park. Bradley Padia with Suns Field Development introduced Steve Padia, also with the company, and Steve Hutchison with American Sports Turf Systems. It was stated that this would be a joint venture to improve the baseball facilities at Meadow Park to attract young athletes to a Christ-centered training ground. Phase 1 of the project includes fencing, netting, enlarging the size of the infield and planting trees. There will not be a lot of hardscape and instead money would be put towards landscaping. It would flow with the Dog Park and the field would be large enough for high school players. Several oak trees would be planted on Meadow Park Drive to replace what was removed. To protect the Dog Park, a higher fence would be installed in center field and there will be warning signs. With increased sponsorships and income, they will do the other phases of the project. The initial investment for Phase 1 is \$100,000. This would involve leveling and seeding one field, which they want to have done by May. Their projected income in the first year is \$66,800. The next phase would involve replacing the lights and in the future, synthetic turf would be installed in the infield due to water restrictions and that it requires less maintenance.

Councilmember Farco left the meeting at 7:26 p.m.

There was discussion regarding the process of leveling and seeding, including enhancing what is already there. In answer to questions from Council, it was stated that the synthetic turf could be rolled up and reused; that the cost to install turf on one infield is \$100,000; that the program would bring in coaches to see the players; that it would be run like a business such as Texas Star; that they would be set up like a business or 501(c)(3); and that there is a possibility of grants through Major League Baseball. There was discussion on sponsorships and water restrictions, including that the maintenance and watering schedule should remain the same for the first year and that they would pay for electricity. It was stated that the School District supports this proposal. Council was of the consensus for staff to pursue a 380 Agreement for the project. There was discussion on liability issues, including insurance for athletic events and teams.

- **4thFest Planning**

Special Events Manager Wendy Hartnett stated that the cost recovery for 4thFest has remained static at approximately 30 percent over the previous six years. Staff is looking at two different options to help with cost recovery: eliminating the shuttles from Pennington Field to reduce costs and adding beer sales to increase revenue. She discussed cost recovery for the shuttles including that 2011 was the last year that Pennington was staffed by Teen Court and that 2012 was the first year for onsite parking at the Boys Ranch. Expenses include the shuttles, themselves, the contribution to Teen Court, and the "cattle shoot." It was calculated that 321 cars parked at Pennington the previous year. Potential parking options include keeping onsite parking and trying to maximize it at 550 cars, reducing the price for parking at the Library and Old Bedford School, opening the BluesFest location with minimal staff, and continue free handicap parking. It was calculated that approximately 5,000 people used City parking for the event. There was discussion on the Restaurant Association giving away coupons for people riding the shuttle. Ms. Hartnett discussed safety and operational concerns regarding the shuttle, including interference with pedestrian traffic. Forest Ridge Drive would be closed from Harwood Road to Bedford Road for pedestrian traffic only except for the apartments. There was discussion on the flow of vehicles from the Library. It was stated that parking an additional 300 cars at \$15.00 a car would increase revenue by \$4,500. There was discussion on offering pedal taxis, golf carts, using the parents of Boy Scouts, and it being cheaper for families to park onsite. Council was of the consensus to eliminate the shuttles.

In regards to beer sales, Ms. Hartnett stated that the recommendation is that staff serves it themselves. There would be one booth manned by four people and only beer would be sold from 4:00 p.m. to 9:30 p.m. The kid's tent will be fenced-off and staffed. Texas Alcoholic Beverage Commission (TABC) certifications and permits will be obtained, and there will be liability insurance through a third party. Advertising will place an emphasis on no outside alcoholic beverages. Staff has had multiple conversations with TABC and has had positive experiences selling beer and wine at "Taste and Tunes" and other events. The setup exceeds TABC requirements including that the area would be completely fenced off, exits will be manned and beer would not be allowed outside the perimeter. Any outside beer would not be allowed within the perimeter. It was calculated that 70 cases of beer would be sold. Ms. Hartnett discussed the flow of profit by doing it in-house or with a third party. She stated that each beer would be sold for \$5.00 and that the booth would be by the food court to help increase revenue for the food vendors. There was discussion on having multiple locations to sell beer; not having a fence; allowing people to bring in their own beer; TABC certification including that it absolves the employer of liability; that this request would require formal approval by Council; and utilizing a third party. Council was of the consensus to move forward on having beer sales at 4thFest, including having multiple locations and not having fencing.

- **2015 Capital Improvement Program**

Public Works Director Tom Hoover discussed capital projects for the current budget year, which are broken into funded and unfunded projects.

Funded Water projects include the Highway 157 Waterline, which has already been designed; Commerce and Tibbets, which has already been designed; Eagle Drive from Blue Jay Court to Brown Trail, which has already been designed and is mainly associated with the Northwest Pressure Plane improvements; and Bedford Road from Brown Trail to the existing water tower, which was listed as "A1" on the Water Master Plan. The total cost of the projects is approximately \$1.5M in construction costs and would be paid out of the Utility Maintenance Fund. Funded Wastewater projects include the Highway 157 Sewer line to be paid out of the Utility Maintenance Fund; and Sulfur Branch projects including the Boys Ranch Activity Center sewer rehab, CCTV, and the Spring Valley Drive sewer rehab, which have all been designed and would be paid from CO bonds and the Texas Water Development Board loan. The total cost of the projects is approximately \$1M. Funded Street projects include curb ramp compliance; crack sealing; concrete panels and street repairs; concrete sidewalk repairs; asphalt street repairs on Schumac Drive and Carolyn Drive; lane striping; the design of Bedford Road from Somerset Terrace to Brown Trail, which could be done in-house; the conceptual design of Harwood Road; and Gregory Drive, which was added to the 4B budget since Bedford Road is being pushed back. The total cost of the projects is approximately \$1.6M. Mr. Hoover discussed the issues with Gregory Drive and why it was added to the 4B budget.

Unfunded Water projects include two on Brown Trail in the southwest portion of the City, which were listed as "A2" and "A3" in the Water Master Plan; and replacing the water mains on Gregory Drive. The total cost of the projects is approximately \$1.8M, though the engineering for the Brown Trail projects could be done in-house. Unfunded Wastewater projects include the last section of the Sulfur Branch projects, which has already been engineered. The total cost of the projects is \$1M. In regards to the Hurricane Creek and Bear Creek sewer rehabs, the City would not get credit for these projects for the Sanitary Sewer Overflow Initiative and that staff is recommending these projects be pushed back to later years. Unfunded Streets projects include Brasher Lane/Midway, which has already been engineered; Parkwood Drive; and Forest Ridge Drive. The total cost of the projects is approximately \$5M. Unfunded Drainage projects include the Sulfur Branch channel improvements, which have been designed and were approved as part of the Bedford 2005 bonds, but not issued; and erosion control at Brookhollow Park. There was discussion on lag time between bond elections and issuing bonds; that these projects would be paid through increases to the stormwater rate, with a worst case scenario of \$0.35 a month per customer; and the ability to sell bonds affecting the City's credit rating.

City Manager Beverly Griffith stated that the total amount of unfunded projects is approximately \$9.8M. The recommendation is the Water projects on Brown Trail from Bedford Road to Gold Hawk Lane, Gregory Street, and the Wastewater project on 19.1W Kelmont Addition sewer rehab be paid through the Utility Maintenance Fund. Further, it is recommended that the Drainage projects be funded by issuing the General Obligation bonds already approved by the voters. It is recommended that Brasher Lane/Midway Court, as well as the design costs for Parkwood Lane and Forest Ridge Drive, be paid through 4B, possibly with Certificates of Obligation with a sales tax pledge, which would have an annual debt service impact of \$128,000. There was discussion on the conceptual design for Harwood Road; Parkwood Drive, including it being part of Bedford Commons, splitting the costs with a developer, and drainage; latitude in the Stormwater budget; that an analysis from the City's financial advisor indicates a refunding opportunity that would equal \$650,000 in net savings; and water and sewer rates. Council was of the consensus to approve the funding recommendations from staff.

- **Monument Signs**

Ms. McQuagge-Walden stated that she met with Jim Tharp and that the designs for the monument signs are ready. Geotechnical work was performed and it was discovered that the ground at Highway 121 and Harwood Road is not that good; therefore, all of the signs would have deep foundations. She asked Council their thoughts on the color of the shield, which would be made of raw aluminum. There was discussion on durability and maintenance; that the silver would stay nicer over time, followed by the white and then the blue; the "B" on the tower at Central Drive and that it is covered with a foam fiber material; that only the sign at Fire Station 3 would have an electronic component; and the durability of the acrylic, which Council directed staff to verify. In answer to questions from Council, Ms. McQuagge-Walden stated that the cost of the signs was approximately \$45,000 each for the larger signs and \$21,000 each for the smaller signs. A full-digital component would add approximately \$25,000. There was discussion on the number of signs, including two tall signs at Central Drive, two tall signs at Harwood Road, and a small digital sign at Fire Station 3; that there would be a small amount needed to demolish the current signs and some electric work; that the costs of all signs was approximately \$225,000; and the next step being for Council to choose a color and for the bids to be prepared. A majority of Council chose the third rendering unless the durability of the acrylic made the first rendering more favorable. Ms. McQuagge-Walden stated that NTE would be contributing a total of \$25,000 and the letters would be backlit.

- **Discussion regarding the Sign Ordinance and the Overlay District.\*\*\*Item requested by Councilmember Fisher**

Councilmember Fisher requested this item be placed on the agenda for discussion. He stated that viewing the City positively was as big a responsibility for Council as the budget and keeping people safe. Citizens deserve a City aesthetic that is pleasing to the eye. He stated that the Council moved towards this five years ago and Code Compliance has done a good job on "for lease" and "for sale" signs. They are a big nuisance and distraction, and damage the view of residents, visitor and businesses. He stated that the goal should be to not put businesses in peril while enhancing the City's aesthetic look. He displayed pictures of signs taken around the City and discussed the following: real estate and broker signs, including businesses getting less size and representation than the broker; putting signs in the ground; dilapidated signs; removing poles once signs are taken down; signage overload including what constitutes frontage; and windows being used as signs. There was discussion on changing the Sign Ordinance and giving the pictures to Code Compliance and Development to determine what is within in the limits of the Code. Councilmember Fisher further discussed neon and LED signs, particularly at night; that by not acting earlier, Council invited these types of things; and being tougher on what the City allows. There was discussion on balancing public desire and being business friendly.

Councilmember Farco returned to the meeting at 9:46 p.m.

There was discussion on businesses that only have pavement; taking down broker signs if 80 percent of a shopping center is leased; and what to do about messages regarding the City, including installing nice signs and making provisions for sports sign-ups. Councilmember Fisher displayed a map of the City showing the locations of portable and temporary signs for 2014. There was discussion that the City of Euless does not allow portable signs; enforcement; examining the Sign Ordinance; grandfathering and sunset provisions; if there was consensus that there is a problem; extending the Master Highway Corridor Overlay District to all commercial corridors; urban renewal; getting businesses to take ownership and embrace these changes; urban blight; being forward thinking; reviving streets and neighborhoods; and gaining compliance. City Manager Beverly Griffith suggested to Council that staff dissect ordinances from other cities and go through and discuss changes to Bedford's ordinance section by section.

**ADJOURNMENT**

Mayor Griffin adjourned the Work Session at 10:12 p.m.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

**The City Council of the City of Bedford, Texas, met in Work Session at 6:00 p.m. and Regular Session at 6:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 27th day of January, 2015 with the following members present:**

Michael Boyter  
Ray Champney  
Jim Davisson  
Roger Fisher  
Roy W. Turner

Mayor Pro Tem  
Council Members

constituting a quorum.

Mayor Griffin and Councilmember Farco were absent from the meeting.

Staff present included:

Beverly Griffith  
Stan Lowry  
Michael Wells  
Natalie Foster  
Mirenda McQuagge-Walden  
Kenny Overstreet

City Manager  
City Attorney  
City Secretary  
Marketing Specialist  
Managing Director  
Field Operations Manager

### **COUNCIL CHAMBER WORK SESSION**

Mayor Pro Tem Boyter called the Work Session to order at 6:00 p.m. He stated that Mayor Griffin and Councilmember Farco were representing the City in Austin and were not in attendance.

- **Review and discuss items on the regular agenda and consider placing items for approval by consent.**

Council discussed placing the following items on consent: 2, 4, 5 and 6.

Field Operations Manager Kenny Overstreet presented information regarding Item #4. In December, the Flagship Sweeping Company came to the City with a letter stating that they needed to dissolve their contract. Bids were opened on January 7 and there was one bid from Waste Partners, Inc. for \$42,999. The budget for this service is \$45,750. Waste Partners has had the contract in the past and has done a good job. They have also worked on the North Tarrant Expressway Project. In answer to questions from Council, Mr. Overstreet stated that street sweeping is used to beautify the City, is part of the Sanitary Sewer Outflow Initiative through stormwater and pollution control, and takes care of runoff, trash and dirt that comes off of vehicles that is not allowable through the stormwater permit; that in regards to cleaning the Public Works Service Center and the Fire Stations, both Departments move in and out a lot of equipment that tracks debris; that it is common practice for cities to contract out the service and that the City is saving money by doing so; that the contract is higher than the previous one but that medians on arterial and collector streets have been added; and that it came in \$2,760 under budget.

Mr. Overstreet presented information regarding Item #5. The previous September, a complaint was received from a citizen on Gregory Drive that stated when he backs out of his driveway, his bumper hits the crown of the street and he can get stuck. This is due to the settlement of the curb and the heaving in the middle of the street. Brown, Hampton and Baird estimated that the total reconstruction costs would be \$575,000, including water improvements. The design for the project and the water

improvements would come from the Utility Maintenance Fund.

City Secretary Michael Wells presented information regarding Item #6, which is for calling the May 9, 2015 election to elect the Mayor, Place 1 and Place 2 on the City Council. Election Day would be held at the Pat May Center. Early voting runs from April 27 through May 5, with the main early voting location in Bedford being the Library; however, voters can vote at any County early voting location. Filing begins on January 28 at 8:00 a.m. and runs through 5:00 p.m., February 27. In answer to a question from Council, Mr. Wells stated that the election would still need to be held even if Council did not approve the resolution.

- **Presentation from the HEB Chamber Leadership Class of 2015 to propose a sidewalk for The Clubhouse for Special Needs, Inc. at the Bedford Boy's Ranch.**

Jennifer Fisher, 3002 Carolyn Court, Bedford and Jack Harred, 136 E. Plaza Boulevard, Hurst, representing the Leadership HEB Class of 2015, stated that their class chose the Clubhouse for Special Needs as one of their projects. This particular item is one of five that they are looking into. The young adults and teenagers at the facility have been given special rights to the Boys Ranch Activity Center but there is not a smooth path there since many have mobility issues. This sidewalk would give them access to activities they would not otherwise have the ability to reach. Council was of the consensus of moving forward on the project.

Mayor Pro Tem Boyter adjourned the Work Session at 6:13 p.m.

### **REGULAR SESSION 6:30 P.M.**

The Regular Session began at 6:30 p.m.

### **CALL TO ORDER/GENERAL COMMENTS**

Mayor Pro Tem Boyter called the meeting to order.

### **INVOCATION**

Councilmember Turner gave the invocation.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was given.

### **ANNOUNCEMENTS/UPCOMING EVENTS**

Marketing Specialist Natalie Foster stated that the Boys Ranch Activity Center will be hosting the annual Father-Daughter/Mother-Son Valentine's Dance on Saturday, February 7 from 6:30 p.m. to 8:30 p.m. There will be refreshments, flowers and pictures. The Old Bedford School is having a Collector's Day on Saturday, February 8 from 3:00 p.m. to 5:00 p.m. where citizens can bring in collector's items to discuss what they mean to them. The 100 Year Committee for the Old Bedford School is having a year-long series of events leading up to the centennial birthday. The City is still accepting applications from artists to display and sell their art during ArtsFest on Saturday, March 28.

### **OPEN FORUM**

Tom Culbert, 1925 Charleston Drive, Bedford, signed up to speak on Item #7. He stated that there is no longer a Senior Advisory Board, which limits their participation in the business of the City Council. He does not know why it was shut down. He discussed that all of the members of the dance committee resigned and he asked that seniors be given representation someplace. In regards to the Senior Advisory Board, it was explained by Councilmember Turner that Council was in the midst of redesigning all of the Boards and Commissions, including looking at their total function. It was realized that the Senior Advisory Board had turned into more of a "gripe session" instead of a productive entity. It was decided that more could be accomplished with direct communication instead of a Board meeting held

each quarter. He and Senior Center Manager Cathy Haskell agreed to have regular meetings to confer about any problems, which would then be conveyed to the Council. Problems can also be taken to Ms. Haskell and transmitted forward. Mr. Culbert discussed a jam session held at the Center on Fridays and that a note was on the door for people not to come in until 1:15. There was discussion on seniors forming a committee of their peers and the dance committee. Councilmember Fisher made a point of order that the request to speak was on the Senior Advisory Board and that there may be an issue with the Open Meetings Act. Council discussed Mr. Culbert contacting the City Secretary's Office to get on the agenda at a future meeting.

### **CONSIDER APPROVAL OF ITEMS BY CONSENT**

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve the following items by consent: 2, 4, 5 and 6.

Motion approved 5-0-0. Mayor Pro Tem Boyter declared the motion carried.

### **COUNCIL RECOGNITION**

#### **1. Employee Service Recognition.**

The following employees received recognition for dedicated service and commitment to the City of Bedford:

Onay Nunez, Police Department - 5 years of service  
Cliff Blackwell, Administrative Services - 5 years of service  
Tyler Stillman, Police Department - 15 years of service

### **APPROVAL OF THE MINUTES**

#### **2. Consider approval of the following City Council minutes: a) January 13, 2015 regular meeting**

This item was approved by consent.

### **NEW BUSINESS**

#### **3. Public hearing and consider a resolution authorizing the City Manager to pursue grant funding from the Tarrant County Community Development Block Grant (CDBG) 41st Year Program for the water line improvements in the 1300-1500 block of Tennis Drive.**

Mr. Overstreet presented information regarding this item. It is to renew the eight-inch water line on Tennis Drive that runs from Bedford Road to Highway 183. It has had numerous breaks and valve problems. It was also identified on the Water Master Plan as needing to be updated and replaced. The total cost for the project is \$198,500, of which the County's portion is \$140,000 and the City's is \$58,000. Since part of the line encroaches on the flood plain, the County will be performing an environmental impact assessment in the amount of \$8,000. In answer to questions from Council, Mr. Overstreet stated that this is a high priority item and that it will be a full replacement of the line.

Mayor Pro Tem Boyter opened the public hearing at 6:56 p.m.

Nobody chose to speak during the public hearing.

Mayor Pro Tem Boyter closed the public hearing at 6:57 p.m.

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve a resolution authorizing the City Manager to pursue grant funding from the Tarrant County Community Development Block Grant (CDBG) 41st Year Program for the water line improvements in the 1300-1500 block of Tennis Drive.

Motion approved 5-0-0. Mayor Pro Tem Boyter declared the motion carried.

- 4. Consider a resolution authorizing the City Manager to enter into a contract with Waste Partners Environmental, Inc. in the amount of \$42,990 for the Fiscal Year 2014-15 Street Sweeping Program.**

This item was approved by consent.

- 5. Consider a resolution authorizing the City Manager to enter into a Professional Services Contract with Baird, Hampton & Brown, Inc. in the amount of \$51,230 for the design services for the reconstruction of Gregory Avenue.**

This item was approved by consent.

- 6. Consider a resolution ordering the General Election of the City of Bedford, Texas to be held on Saturday, May 9, 2015 for the purpose of electing the Mayor, Place 1 and Place 2 to the Bedford City Council.**

This item was approved by consent.

- 7. Report on most recent meeting of the following Boards and Commissions:**
  - ✓ **Animal Shelter Advisory Board - Councilmember Fisher**

No report was given.

- ✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner reported that the Commission is arranging a time to come to the Council to present a schedule of events.

- ✓ **Community Affairs Commission - Councilmember Boyter**

Councilmember Boyter recognized Commission Members Sal Caruso, Roy Savage and Gary Morlock who were in attendance. The Commission will be hosting a Business Roundtable Breakfast on March 5 and a Residential Roundtable on March 26. The City Expo will be held on April 11 and the next Block Party is scheduled for May 29.

- ✓ **Cultural Commission - Councilmember Champney**

Councilmember Champney reported that the Commission will be holding a work session on January 31 at City Hall. They will be working with a consultant and moving forward on the next phase of the development for the Cultural District.

- ✓ **Library Board - Councilmember Davisson**

Councilmember Davisson reported that there are still tickets to be sold for Mardis Gras on February 7 and the tickets are \$50.00. Library Director Maria Redburn was the keynote speaker at the Project Management Institute. The Library's server was done for four days but Library staff pitched in and, one morning, checked in 3,100 books. Barbara Johnson was able to convert Excel spreadsheets into barcodes so codes did not need to be entered manually. Volunteers helped to shelve 7,000 items on Friday and Saturday.

- ✓ **Parks & Recreation Board - Councilmember Davisson**

Councilmember Davisson reported that the Board is finding a different day of the month to hold their meetings.

✓ **Teen Court Advisory Board - Councilmember Farco**

No report was given.

**8. Council member Reports**

No other reports were given.

**9. City Manager/Staff Reports**

City Manager Beverly Griffith discussed the fantastic work done at the Library and that a lot of credit goes to the Library staff. A call was put out to volunteers and more people showed up than was needed. City employees from other Departments also helped.

**10. Take any action necessary as a result of the Executive Session**

Executive Session was not held.

**ADJOURNMENT**

Mayor Pro Tem Boyter adjourned the meeting at 7:04 p.m.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary



# Council Agenda Background

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**PRESENTER:** See below

**DATE:** 02/10/15

**Persons to be Heard**

**ITEM:**

- a) Tom Culbert, 1925 Charleston, Bedford, Texas 76022 – Requested to speak to the Council regarding the Senior Activity Center.

City Manager Review: \_\_\_\_\_

**DISCUSSION:**

N/A

**ATTACHMENTS:**

Letter of Request

Things to  
Fetch...



*I wish to speak  
to the city council  
R.E senior center  
at 2/10 meeting*

Mr Tom Culbert

THE HUMANE SOCIETY OF THE UNITED STATES  
MEMBER

Make sure your pet wears an identification  
tag to enable him to be returned to you if lost.



# Council Agenda Background

**PRESENTER:** Beverly Griffith, City Manager

**DATE:** 02/10/15

**Council Mission Area:** Be responsive to the needs of the community.

**ITEM:**

Consider a resolution authorizing the City Manager to dissolve the City's 401(a) plan through the International City Management Association Retirement Corporation (ICMA-RC), effective April 1, 2015.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

On October 1, 1989, the City established a 401(a) retirement plan for eligible City of Bedford employees. In September 2009, the City Council formally adopted the City's participation in the Texas Municipal Retirement System (TMRS) through Ordinance 09-2943. Prior to the adoption of Ordinance 09-2943, the City contributed 12% of eligible employees' salaries to the 401(a) plan in the form of employee contributions.

With the adoption of Ordinance 09-2943, the City lowered the City-paid employee contribution rate from 12% to 4%, in order to fund the City's 2:1 match of the employees' 5% contribution into TMRS. In addition, a sunset provision was placed on employee loans to the 401(a) plan whereby loans would be phased out over a five year period of time, with all outstanding loans to be paid in full by October 2014. This would allow the City to consider options to increase TMRS contribution rates at a later date.

The City is now in a position to transition the employee pension program to TMRS at a rate equal to a 7% employee contribution with a 2:1 City match of the employee rate. This action was discussed with, and approved by, the City Council during the FY2014/2015 budget process.

The proposed effective date of the increased contribution rate to TMRS is April 1, 2015. Once this transition takes place, employees will have up to one year (April 1, 2016) to cash out or roll over their ICMA-RC 401(a) accounts to another qualified plan. If employees do not roll over or cash out their plans by April 1, 2016, ICMA-RC will cash the account out with taxes and penalties and send the employee the remaining balance.

This resolution formally dissolves the City of Bedford's 401(a) plan with ICMA-RC.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to dissolve the City's 401(a) plan through the International City Management Association Retirement Corporation (ICMA-RC) effective April 1, 2015.

**FISCAL IMPACT:**

**N/A**

**ATTACHMENTS:**

**Resolution**

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO DISSOLVE THE CITY'S 401(a) PLAN THROUGH THE INTERNATIONAL CITY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION (ICMA-RC), EFFECTIVE APRIL 1, 2015.

WHEREAS, the City of Bedford established a 401(a) pension plan through ICMA-RC for eligible employees on October 1, 1989; and,

WHEREAS, in September 2009, the City of Bedford modified the ICMA-RC 401(a) pension plan by decreasing the employee contribution rate made by the City of Bedford from 12% to 4% in order for the City to participate in the Texas Municipal Retirement System (TMRS); and,

WHEREAS, in September 2009, the City of Bedford put a sunset provision on all employee 401(a) pension loans so that loans would be paid in full by October 1, 2014, thereby allowing the City to increase the employee rate of deposit into TMRS; and,

WHEREAS, during the FY 2014/2015 budget process, the City Council approved increasing the employee rate of deposit to TMRS and dissolving the ICMA-RC 401(a) pension plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein

SECTION 2. That effective April 1, 2015 the 401(a) pension plan with ICMA-RC will formally dissolve.

PRESENTED AND PASSED on this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

\_\_\_\_\_  
Jim Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Michael Wells, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Stan Lowry, City Attorney



# Council Agenda Background

**PRESENTER:** Beverly Griffith, City Manager

**DATE:** 02/10/15

**Council Mission Area:** Be responsive to the needs of the community.

**ITEM:**

Consider an ordinance to increase the rate of deposit to the Texas Municipal Retirement System by the employees of the City of Bedford from 5% to 7% effective April 1, 2015.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

In September 2009, the City Council approved participation in the Texas Municipal Retirement System (TMRS) at a 5% employee contribution rate through Ordinance 09-2943. At the time, employees were receiving a 12% City contribution into a 401(a) plan through the International City Management Association Retirement Corporation (ICMA-RC).

Although the Council voted to participate in TMRS, the City continued to remain active in ICMA-RC with a reduced employer contribution from 12% to 4%. This was necessary at the time to prevent the calling of outstanding employee 401(a) loans. Employee loans were “paid in full” in October 2014.

Now that the outstanding loans have been “paid in full,” the City is in a position to transition the employee pension program to TMRS at a rate equal to a 7% employee contribution with a City match of 2:1 of the employee rate. Because the City makes TMRS contributions at the end of each month for the previous month, the earliest effective date for this change would be April 1, 2015. In addition, as approved by the City Council during the FY 2014/2015 budget process, the City is increasing salaries (of TMRS eligible employees) by 2% to off-set the employee contributions.

In order to officially increase the employee contribution rate, TMRS requires that the City Council pass an ordinance adopting this change.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of an ordinance to increase the rate of deposit to the Texas Municipal Retirement System by the employees of the City of Bedford from 5% to 7% effective April 1, 2015.

**FISCAL IMPACT:**

Budget FY 14/15: Funding was approved in the budget.

**ATTACHMENTS:**

Ordinance

**ORDINANCE NO. 15-**

**AN ORDINANCE TO INCREASE THE RATE OF DEPOSIT TO THE TEXAS MUNICIPAL RETIREMENT SYSTEM BY EMPLOYEES OF THE CITY OF BEDFORD FROM 5% TO 7% EFFECTIVE APRIL 1, 2015.**

**WHEREAS, the City Council of the City of Bedford, Texas, finds that it is in the public interest for the City to have its employees participate in the Texas Municipal Retirement System (hereinafter referred to as the 'System'); and,**

**WHEREAS, the City of Bedford, Texas has been an active participant in the System since November, 2009; and,**

**WHEREAS, the City Council of Bedford, Texas deems it necessary to amend the employee contribution rate herein provided.**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:**

- SECTION 1.** That the findings above are found to be true and correct, and are incorporated herein.
- SECTION 2.** That in accordance with the provisions of the TMRS Act, the deposits to be made to the system on account of current service of the employees of the several participating departments are hereby fixed at the rate of 7% of the full earnings of each employee of said departments.
- SECTION 3.** That this Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance.
- SECTION 4.** That if any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereof to any person or circumstance, is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of the Ordinance, and the City Council hereby declares it would have passed such remaining portion of the Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.
- SECTION 5.** That this Ordinance shall take effect from and after its date of passage in accordance with law, and it is so ordained.

**PRESENTED AND PASSED on this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.**

\_\_\_\_\_  
**Jim Griffin, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michael Wells, City Secretary**

**APPROVED AS TO FORM:**

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**Stan Lowry, City Attorney**



# Council Agenda Background

**PRESENTER:** Wendy Hartnett, Special Events Manager

**DATE:** 02/10/15

**Council Mission Area:** Encourage citizen involvement.

**ITEM:**

Consider a resolution authorizing the sale of beer at 4thFEST held at the Boys Ranch Park.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

At the January 22, 2015 Work Session, the City Council reviewed and approved a plan for City staff to sell beer at 4thFEST. Per the request of the City Council, there will be no additional fencing and Texas Alcohol Beverage Commission (TABC) Certified Staff will sell beer from multiple locations. Staff will follow all necessary TABC guidelines and purchase Liquor Liability insurance, if needed. Staff is requesting official approval for this item.

Conservatively, staff estimates that the sale of beer at 4thFEST will generate an additional \$6,000, which will help offset the cost of the event.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the sale of beer at 4thFEST held at the Boys Ranch Park.

**FISCAL IMPACT:**

Approximately \$6,000 Revenue

**ATTACHMENTS:**

Resolution

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE SALE OF BEER AT 4thFEST HELD AT THE BOYS RANCH PARK.

WHEREAS, the City Council of Bedford, Texas wishes to increase revenue at 4thFEST; and,

WHEREAS, the City Council of Bedford, Texas wishes to authorize the sale of beer for patrons at 4thFEST.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the sale of beer at 4thFEST held at the Boys Ranch Park.

SECTION 3. That this resolution shall take effect from and after the date of passage.

PRESENTED AND PASSED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary

APPROVED AS TO FORM:

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Stan Lowry, City Attorney



# Council Agenda Background

**PRESENTER:** James Tindell, Fire Chief

**DATE:** 02/10/15

**Council Mission Area:** Provide a safe and friendly community environment.

**ITEM:**

Consider a resolution authorizing the City Manager to enter into a contract with BuyBoard Cooperative Purchasing Network for the purchase of one ambulance modular remount on a 2015 Ford F550 chassis in the amount of \$125,815.50.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

The Fire Department is in need of remounting a 2008 modular ambulance. The current ambulance chassis is a 2008 Ford F450 and has reached its service life. Emergency Ambulances are purchased as modular units. The patient transport module can be removed, refurbished and remounted on a new chassis. This extends the life of the patient transport module, which ultimately saves tax payer dollars. A new medic unit would cost \$213,567. By refurbishing the ambulance, the City saves \$87,752. This item was approved in the FY 2014-15 Budget.

The current ambulance replacement plan is to replace the chassis and restore the patient module gaining an additional five years of service before the complete unit needs to be replaced.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into a contract with BuyBoard Cooperative Purchasing Network for the purchase of one ambulance modular remount on a 2015 Ford F550 Chassis in the amount of \$125,815.50.

**FISCAL IMPACT:**

|               |              |
|---------------|--------------|
| Budget:       | \$120,816.00 |
| Remount Cost: | \$125,815.50 |
| Variance:     | (\$4,999.50) |

**ATTACHMENTS:**

- Resolution
- Sales Agreement
- Professional Ambulance Remount Quote
- Supplemental Request

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BUYBOARD COOPERATIVE PURCHASING NETWORK FOR THE PURCHASE OF ONE AMBULANCE MODULAR REMOUNT ON A 2015 FORD F550 CHASSIS IN THE AMOUNT OF \$125,815.50.

WHEREAS, the City Council of Bedford, Texas determines the necessity to purchase one ambulance chassis remount; and,

WHEREAS, the City Council of Bedford, Texas recognizes that the previous ambulance chassis, being a 2008 Ford F450 ambulance chassis, has reached its serviceable life and is in need of replacement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the City Manager to enter into a contract with BuyBoard Cooperative Purchasing Network for the purchase of one 2015 Ford F550 ambulance remount in the amount of \$125,815.50.

SECTION 3. That this resolution shall take effect from and after the date of its passage.

PRESENTED AND PASSED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

\_\_\_\_\_  
Jim Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Michael Wells, City Secretary

APPROVED AS TO FORM:

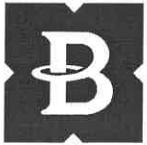
\_\_\_\_\_  
Stan Lowry, City Attorney



## Professional Ambulance Remount Quote

|                       |                         |                 |             |
|-----------------------|-------------------------|-----------------|-------------|
| Date:                 | 1/22/15                 |                 |             |
| Attention:            | Bobby Sewel             | Project Title:  | 2015 Remont |
| Title:                | EMS Chief               |                 |             |
| Company Name:         | Bedford Fire Department | P.O. Number:    |             |
| Address:              | 1816 Bedford Road       | Invoice Number: |             |
| City, State Zip Code: | Bedford, Texas 76021    | Term:           | POD         |

| Description   | Quantity |                     |
|---|----------|---------------------|
| <b>CHASSIS TYPE: 2015 FORD F-550 4X2</b>                  | 1        |                     |
| <b>APPLICABLE CHASSIS REBATE GPC OR GM MUNICIPAL:</b>     | 1        |                     |
| <b>CHASSIS OPTIONS:</b>                                   |          |                     |
| WHEEL SIMULATORS  | 1        |                     |
| RUNNING BOARDS  | 1        |                     |
| SIREN SPEAKERS (CAST IN BUMPER) PAIR                      | 1        |                     |
| LIQUID SPRING SUSPENSION                                  | 1        |                     |
| <b>CONVERSION &amp; OPTIONS:</b>                          | 1        |                     |
| NEW UPHOLSTERY  | 1        |                     |
| NEW LONCOIN FLOORING                                      | 1        |                     |
| NEW COT STOP  | 1        |                     |
| NEW MICA AS NEEDED  | 1        |                     |
| NEW LEXAN AS NEEDED                                       | 1        |                     |
| REFURB REAR BUMPER  | 1        |                     |
| NEW WEATHER STRIP   | 1        |                     |
| NEW ALL DOOR & CELING GRAB RAILS                          | 1        |                     |
| NEW DRIP RAILS  | 1        |                     |
| NEW BODY MARKER LIGHTS                                    | 1        |                     |
| CLEAN ALL EXTERIOR DIAMOND PLATE                          | 1        |                     |
| CLEAN AND INSPECT DOOR LATCHES (PART OF STANDARDS)        | 1        |                     |
| NEW FRONT CONSOLE AEV (WOOD)                              | 1        |                     |
| <b>STRUCTURE:</b>   |          |                     |
| MODIFY BODY FOR KOOLKAT 110 HEAT/AC                       | 1        |                     |
| <b>HVAC &amp; OPTIONS:</b>                                |          |                     |
| NEW REAR HEAT/AC -HOSELINE                                | 1        |                     |
| REMOVE DANHARDT & INSTALL KOOLKAT 110 HEAT/AC             | 1        |                     |
| SKIRT MOUNTED CONDENSER                                   | 1        |                     |
| <b>PAINT:</b>   |          |                     |
| PAINT MODUEL (JAMMED)                                     | 1        |                     |
| PAINT CHASSIS   | 1        |                     |
| BUFF & DEAIL UNIT   | 1        |                     |
| <b>GRAPHICS: (FROM KMP)</b>                               | 1        |                     |
| <b>WARNING:</b>   |          |                     |
| MOVE SIREN (WHELEN)                                       | 1        |                     |
| MOVE BUELL AIR HORNS FROM OLD CHASSIS                     | 1        |                     |
| <b>LIGHTING:</b>  |          |                     |
| LED LIGHTING FROM LED PAGE                                | 1        |                     |
| NEW LED KINEQUIP DOME LIGHTS (EACH LIGHT)                 | 8        |                     |
| NEW ALL LED LENSES WITH CLEAR                             | 1        |                     |
| LED TO FLUORESCENT CONVERSION                             | 4        |                     |
| LED CAB CEILING MAP LIGHTS (PAIR)                         | 1        |                     |
| <b>ELECTRICAL SYSTEM:</b>                                 |          |                     |
| STANDARD FRONT SWITCH PANEL                               | 1        |                     |
| STANDARD SWITCH PANEL REAR                                | 1        |                     |
| <b>REMOUNT OPTIONS:</b>                                   |          |                     |
| INSTALL RECESSED 0-2 OUTLET IN CELING                     | 1        |                     |
| INSTALL NORCOLD REFRIGERATOR IN CUSTOM FRONT WALL CABINET | 1        |                     |
| REMOVE DANHARDT AND BUILD UNDER SEAT COMPARTMENT          | 1        |                     |
| INSTALL KNOX MEDIVault                                    | 1        |                     |
| REVERSE CAMERA SYSTEM MOVE FROM OLD CHASSIS               | 1        |                     |
| ZICO AUTOMATIC STEP                                       | 1        |                     |
| MISC SHOP SUPPLIES, INSURANCE, ETC...                     | 1        |                     |
| <b>DELIVERY TO CUSTOMER:</b>                              | 1        |                     |
| <b>BUYBOARD FEE</b>                                       | <b>1</b> | <b>\$800.00</b>     |
| <b>TOTAL FOR REMOUNT:</b>                                 |          | <b>\$125,766.00</b> |



# City of Bedford Supplemental Funding Request FY 2014-2015

FUND: General

DEPARTMENT: Fire DIVISION: Operations

REQUEST TITLE: Medic Chassis Remount TOTAL: \$120,816

COUNCIL GOAL: Be responsive to the needs of the community. TYPE: Operating

Request reviewed by appropriate oversight division (if applicable): Not Applicable

### DESCRIPTION OF REQUEST

Replacement of a 6 year old Medic Chassis. This current chassis has over 8600 engine hours equates to 283,800 miles. The reliability is becoming questionable due to numerous mechanical failures. We have expended \$10,515 in repairs over the last 24 months. It is anticipated that the operational cost of this vehicle will increase in next year's budget. The vehicle has exceeded the recommended replacement based on the decision tree. Our replacement schedule for the medic units is to purchase new, remount after 5 years of service and replace after 10 years of service. Council is aware of our ambulance replacement schedule.

### BENEFITS/COST SAVINGS

A new chassis would be under warranty providing a cost savings in operational and maintenance expense to the city budget. The new vehicle would have a 5 year warranty, improved emissions and be more economical to operate. This new chassis would give our citizens and firefighters a safer more reliable emergency vehicle.

### CONSEQUENCES OF NOT FUNDING

Increases in operational cost and emergency response times due to vehicle failures. Expected higher maintenance and fuel cost to the fire department budget. Continue to have reliability issues with a vehicle that delivers critical emergency services to the citizens of Bedford.

### SUMMARY OF REQUEST

| TYPE                | FUND | DEPT. | DIV. | ACCT. | DESCRIPTION           | COST             |
|---------------------|------|-------|------|-------|-----------------------|------------------|
| Capital             | 77   | 45    | 02   | 9111  | Medic Chassis Remount | \$120,816        |
|                     |      |       |      |       |                       |                  |
|                     |      |       |      |       |                       |                  |
|                     |      |       |      |       |                       |                  |
|                     |      |       |      |       |                       |                  |
|                     |      |       |      |       |                       |                  |
| <b>Grand Total:</b> |      |       |      |       |                       | <b>\$120,816</b> |

| COST/REVENUE COMPARISON | FY 15/16 | FY 16/17 | FY 17/18 |
|-------------------------|----------|----------|----------|
| TOTAL FUTURE COST       |          |          |          |
| TOTAL FUTURE REVENUE    |          |          |          |

FUND: General DEPT: Fire  
 DIVISION: Operations REQUEST: Medic Chassis Remount

**CAPITAL REQUEST**

| DESCRIPTION OF CAPITAL | MAKE/MODEL                                  | COST PER UNIT | # OF UNITS | TOTAL AMOUNT |
|------------------------|---|---------------|------------|--------------|
| Medic Chassis          | 2014 Ford F550                              | \$40,895.00   | 1          | \$40,895     |
| ADDITIONAL EXPENSES    |   |               |            |              |
| MICU Box Remounting    | Restoring & mounting 08' Box on 14' Chassis | \$79,921.00   | 1          | \$79,921     |
|                        |   |               |            |              |
|                        |   |               |            |              |
|                        |   |               |            |              |
| TOTAL:                 |   |               |            | \$120,816    |

Is requested vehicle/equipment a replacement for an existing unit? (If yes, complete following information) Yes

|                         |         |                 |       |                                  |             |
|-------------------------|---------|-----------------|-------|----------------------------------|-------------|
| Unit #:                 | 903     | Year Purchased: | 2008  | Decision Tree Points:            | 113.6       |
| Age (Years):            | 6       | Odometer/miles: | 8,600 | Maintenance Cost last 24 months: | \$18,298.00 |
| Disposition of Vehicle: | Auction |                 |       |                                  |             |

**MAINTENANCE REQUEST**

| LOCATION OF MAINTENANCE | DESCRIPTION OF MAINTENANCE | COST PER UNIT | # OF UNITS | TOTAL AMOUNT |
|-------------------------|----------------------------|---------------|------------|--------------|
|                         |                            |               |            |              |
|                         |                            |               |            |              |
|                         |                            |               |            |              |
|                         |                            |               |            |              |
| TOTAL:                  |                            |               |            |              |

**PERSONNEL REQUEST**

| POSITION TITLE | PAY GRADE | FTE | SALARY | PENSION | INSURANCE | MANDATED EXPENSES | OTHER | TOTAL |
|----------------|-----------|-----|--------|---------|-----------|-------------------|-------|-------|
|                |           |     |        |         |           |                   |       |       |
|                |           |     |        |         |           |                   |       |       |
|                |           |     |        |         |           |                   |       |       |
|                |           |     |        |         |           |                   |       |       |
| TOTAL:         |           |     |        |         |           |                   |       |       |



# Council Agenda Background

**PRESENTER:** Charles Carlisle, Risk/Contractual Services  
Manager

**DATE:** 02/10/15

**Council Mission Area:** Provide a safe and friendly community environment.

**ITEM:**

Consider a resolution adopting the North Central Texas Council of Governments Clean Fleet Vehicle Policy.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

In 2000, the Regional Transportation Council (RTC), the policy body for the North Central Texas Council of Governments' Transportation Department, adopted a Clean Vehicle Policy. The policy supports the use of Ultra Low Emission Vehicles, which at the time was the Federal Emission Standard for very clean vehicles. The Federal emission standards changed in 2004, thus modifications of the 2004 Clean Vehicle Policy were needed. The RTC took action on October 13, 2005 on a resolution in support of a Clean Fleet Vehicle Policy and model ordinance for adoption by governmental entities in the nine-county nonattainment region.

The Federal Clean Air Act (CAA) requires states with areas failing to meet the National Ambient Air Quality Standards (NAAQS) prescribed for criteria pollutants to develop a State Implementation Plan (SIP). The SIP describes how the state will reduce and maintain air pollution emissions in order to comply with the federal standards. Important components of a SIP include emission inventories, motor vehicle emission budgets, control strategies, and attainment demonstration.

In 2012, the US Environmental Protection Agency (EPA) designated ten counties (Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise Counties) in North Central Texas as nonattainment for the pollutant ozone in accordance with the 1997 8-hour ozone NAAQS. These standards are designed to protect human and environmental health, and ground-level ozone is monitored and targeted for reductions due to its potentially harmful effects. Four main sources of ozone-causing emissions include On-road Mobile Sources like cars and trucks, Non-road Mobile Sources like construction equipment, Point Sources like electric generating utilities and industrial boilers, and Area Sources like solvent use and agriculture.

Development of a SIP is required for all nonattainment areas in order to demonstrate how ozone will be reduced to levels compliant with the NAAQS. The SIP for the Dallas-Fort Worth nonattainment area includes programs to get older cars off the road, technologies to clean up vehicles already on the road, and education programs so that citizens can do their part in improving air quality in North Texas.

If adopted, the City of Bedford is not obligated to take any further action beyond what is stated in this resolution. Entities not adopting and complying with the Clean Fleet Vehicle Policy and/or reporting requirements will not be eligible for future clean vehicle funding and RTC may assess the City of Bedford compliance when considering other RTC funding actions. The City of Bedford first adopted the Clean Fleet Vehicle Policy in January 2006.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution adopting the North Central Texas Council of Governments Clean Fleet Vehicle Policy.

**FISCAL IMPACT:**

Any fiscal impact would be minimal. Adopting this policy would make the City eligible to apply for future grant funding.

**ATTACHMENTS:**

Resolution  
Regional Transportation Council Resolution  
Idle Reduction Policy

**RESOLUTION NO. 15-**

**A RESOLUTION ADOPTING THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS CLEAN FLEET VEHICLE POLICY.**

**WHEREAS, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth (DFW) Metropolitan Area by the Governor of Texas and in accordance with federal law; and,**

**WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be the regional forum for cooperative decisions on transportation; and,**

**WHEREAS, NCTCOG has been designated as a Clean Cities Coalition for the DFW region by the US Department of Energy in accordance with federal law and the NCTCOG Executive Board authorized NCTCOG to serve as the host organization for the DFW Clean Cities (DFWCC) Coalition and its efforts; and,**

**WHEREAS, the U.S. Environmental Protection Agency (EPA) has designated the DFW area as a nonattainment area for the pollutant ozone, and air quality impacts the public health of the entire region; and,**

**WHEREAS, emissions inventories from the Texas Commission on Environmental Quality (TCEQ) indicate that in 2012, approximately 76 percent of the nitrogen oxides (NO<sub>x</sub>) emissions and 25 percent of the volatile organic compounds (VOC) emissions in the DFW ozone nonattainment area are attributable to mobile sources; and,**

**WHEREAS, the RTC is responsible for transportation conformity and the Clean Air Act Amendments of 1990 require that transportation plans and improvement programs in air quality nonattainment areas conform to the adopted State Implementation Plan (SIP); and,**

**WHEREAS, the RTC has adopted a resolution supporting the adoption and implementation of a Clean Fleet Policy by organizations with fleet operations in the DFW area and reserves all future vehicle funding for entities that adopt and comply with a policy consistent with the provisions outlined below; and,**

**WHEREAS, the City of Bedford will set goals and provide workable, cost-effective solutions to improve air quality and reduce petroleum consumption in the DFW area, and implement those measures as practicable.**

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:**

**SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.**

**SECTION 2. That the City of Bedford will reduce emissions from fleet activities by performing the following actions as practicable:**

- 1.1 Implement an idle-reduction policy/standard operating procedure (SOP) that applies to all of the entity's vehicles and equipment, except where exempted as determined by the City of Bedford; communicate idle-reduction expectations to staff, vendors and visitors; and utilize idle-reduction technology.**
- 1.2 Maximize use of vehicles and equipment with the lowest emissions wherever possible.**
- 1.3 Ensure all conversions are EPA and/or California Air Resources Board (CARB) certified; ensure that aftermarket technologies are EPA and/or CARB verified, or are listed as an emerging technology by the EPA or a state**

**RESOLUTION NO. 15-**

environmental agency; and both conversions and aftermarket technologies are compatible with Texas Low Emission Diesel Program (TxLED) requirements.

- 1.4 Establish a plan to modify non-essential fleet activities on high ozone days to reduce air quality impacts.
- 1.5 Implement vehicle and equipment disposal strategies which minimize negative impacts on air quality.
- 1.6 Implement vehicle and equipment emissions inspection practices which meet or surpass the standards required by statute, including prompt resolution of any illuminated malfunction indicator lamp (MIL).

**SECTION 3.** That the City of Bedford will reduce overall fuel consumption, particularly the use of conventional petroleum fuels, by performing the following actions as practicable:

- 2.1 Pursue low-emission vehicles and equipment for acquisition, with an emphasis on alternative fuel, advanced technology, and/or Smartway<sup>SM</sup> certified vehicles and equipment.
- 2.2 Improve overall fleet fuel efficiency.
- 2.3 Establish practices to reduce vehicle miles traveled, passenger miles traveled, engine hours, and/or ton miles traveled, as appropriate.

**SECTION 4.** That the City of Bedford will partner with the NCTCOG and DFWCC by performing the following actions as practicable:

- 3.1 Maintain membership and active participation in DFWCC and submit timely Clean Fleet Policy reporting.
- 3.2 Evaluate and consider participation in programs to test/commercialize/demonstrate new technologies to improve efficiency, reduce emissions, and/or increase fuel efficiency.
- 3.3 Pursue activities which support peer fleets' efforts to implement fuel- or emissions-reducing activities by sharing and maximizing resources.
- 3.4 Encourage fleet activities which minimize water, solid waste, or other environmental impacts of fleet activities, as appropriate.

**SECTION 5.** That the City of Bedford will ensure drivers/operators and fleet personnel are familiar with air quality and petroleum reduction goals by performing the following actions as practicable:

- 4.1 Provide in-house training and/or attending training administered by NCTCOG for fleet personnel and other staff involved in fleet decisions to review policy elements and provide recommendations for achieving objectives.
- 4.2 Consider other mechanisms to increase understanding and awareness among fleet personnel and others.

**SECTION 6.** That the City of Bedford acknowledges that adoption of the Clean Fleet Policy, adoption of an idle reduction policy/SOP as outlined in section 1.1, submittal of both policies, and submittal of Clean Fleet Policy reporting is required to be eligible for future clean fleet

**RESOLUTION NO. 15-**

**funding from the RTC, and may be considered when determining other funding actions. The extent of Clean Fleet Policy implementation, as documented through reporting, will also be a factor in receiving DFWCC fleet recognition.**

**SECTION 7. That this resolution shall take effect from and after the date of its passage.**

**PRESENTED AND PASSED this 10th day of February, 2015, by a vote of \_\_ ayes, \_\_ nays and \_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.**

\_\_\_\_\_  
**Jim Griffin, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michael Wells, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Stan Lowry, City Attorney**

**RESOLUTION SUPPORTING THE CLEAN FLEET POLICY  
R14-10**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth (DFW) Metropolitan Area by the Governor of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with the NCTCOG, and has been and continues to be the regional forum for cooperative decisions on transportation; and,

**WHEREAS**, the Environmental Protection Agency (EPA) has designated the ten-county area of Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise Counties as moderate nonattainment under the 2008 8-hour National Ambient Air Quality Standard for the pollutant ozone, effective July 20, 2012; and EPA has proposed a more stringent revised ozone standard within a range of 65 to 70 parts per billion, which may require substantial additional emissions reductions; and,

**WHEREAS**, the RTC is responsible for air quality conformity; and the Clean Air Act Amendments of 1990 require that in air quality nonattainment areas transportation plans and improvement programs conform to the applicable air quality implementation plan; and,

**WHEREAS**, emissions inventories from the Texas Commission on Environmental Quality indicate that in 2012, approximately 76 percent of nitrogen oxides (NO<sub>x</sub>) emissions and 25 percent of volatile organic compounds (VOC) emissions in the DFW ozone nonattainment area are attributable to mobile sources; and,

**WHEREAS**, the RTC approved the creation of a Clean Fleet Vehicle Policy on March 11, 2004 and adopted a resolution supporting a Clean Fleet Vehicle Policy on October 13, 2005; and,

**WHEREAS**, changes in vehicle technologies and continuing air quality concerns necessitate revisions to the existing Clean Fleet Vehicle Policy.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

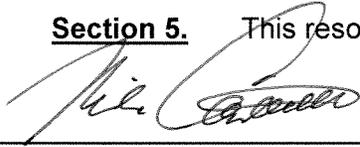
**Section 1.** The RTC endorses the Clean Fleet Policy included in Attachment 1 and recommends that organizations with fleet operations in the nonattainment area adopt a policy consistent with this document.

**Section 2.** The RTC reserves all future vehicle funding for organizations with fleet operations that adopt and comply with a policy consistent with the Clean Fleet Policy as shown in Attachment 1. This includes transit funds of all types, Congestion Mitigation and Air Quality Improvement Program funds, Surface Transportation Program-Metropolitan Mobility funds, other federal, State and local funds distributed at the discretion of the Regional Transportation Council, and support for third party funding opportunities.

**Section 3.** The RTC may consider Clean Fleet Policy adoption and compliance when considering other RTC funding actions.

**Section 4.** This resolution will be transmitted to all impacted local governments and communicated to private sector organizations in the nonattainment area as appropriate.

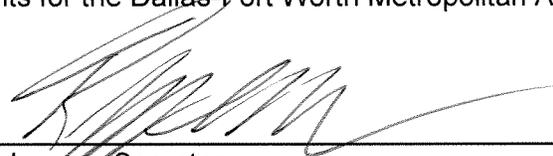
**Section 5.** This resolution shall be in effect immediately upon its adoption.



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Mike Cantrell, Chair  
Regional Transportation Council  
Commissioner, Dallas County

I hereby certify that this resolution was adopted by the Regional Transportation Council of the North Central Texas Council of Governments for the Dallas-Fort Worth Metropolitan Area on December 11, 2014.



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Ron Jensen, Secretary  
Regional Transportation Council  
Mayor, City of Grand Prairie

## CLEAN FLEET POLICY

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth (DFW) Metropolitan Area by the Governor of Texas and in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be the regional forum for cooperative decisions on transportation; and,

**WHEREAS**, NCTCOG has been designated as a Clean Cities Coalition for the DFW region by the US Department of Energy in accordance with federal law and the NCTCOG Executive Board authorized NCTCOG to serve as the host organization for the DFW Clean Cities (DFWCC) Coalition and its efforts; and,

**WHEREAS**, the U.S. Environmental Protection Agency (EPA) has designated the DFW area as a nonattainment area for the pollutant ozone, and air quality impacts the public health of the entire region; and,

**WHEREAS**, emissions inventories from the Texas Commission on Environmental Quality (TCEQ) indicate that in 2012, approximately 76 percent of the nitrogen oxides (NO<sub>x</sub>) emissions and 25 percent of the volatile organic compounds (VOC) emissions in the DFW ozone nonattainment area are attributable to mobile sources; and,

**WHEREAS**, the RTC is responsible for transportation conformity; and the Clean Air Act Amendments of 1990 require that transportation plans and improvement programs in air quality nonattainment areas conform to the adopted State Implementation Plan (SIP); and,

**WHEREAS**, the RTC has adopted a resolution supporting the adoption and implementation of a Clean Fleet Policy by organizations with fleet operations in the DFW area; and reserves all future vehicle funding for entities that adopt and comply with a policy consistent with the provisions outlined below,

**WHEREAS**, the <adopting entity> will set goals and provide workable, cost-effective solutions to improve air quality and reduce petroleum consumption in the DFW area, and implement those measures as practicable.

### **NOW, THEREFORE, BE IT HEREBY RESOLVED:**

**Section 1.** <adopting entity> **will reduce emissions from fleet activities by performing the following actions as practicable:**

- 1.1** Implement an idle-reduction policy/standard operating procedure (SOP) that applies to all of the entity's vehicles and equipment, except where exempted as determined by <adopting entity>; communicate idle-reduction expectations to staff, vendors and visitors; and utilize idle-reduction technology.
- 1.2** Maximize use of vehicles and equipment with the lowest emissions wherever possible.

- 1.3 Ensure all conversions are EPA and/or California Air Resources Board (CARB) certified; ensure that aftermarket technologies are EPA and/or CARB verified, or are listed as an emerging technology by the EPA or a state environmental agency; and both conversions and aftermarket technologies are compatible with Texas Low Emission Diesel Program (TxLED) requirements.
- 1.4 Establish a plan to modify non-essential fleet activities on high ozone days to reduce air quality impacts.
- 1.5 Implement vehicle and equipment disposal strategies which minimize negative impacts on air quality.
- 1.6 Implement vehicle and equipment emissions inspection practices which meet or surpass the standards required by statute, including prompt resolution of any illuminated malfunction indicator lamp (MIL).

**Section 2.**

<adopting entity> **will reduce overall fuel consumption, particularly the use of conventional petroleum fuels, by performing the following actions as practicable:**

- 2.1 Pursue low-emission vehicles and equipment for acquisition, with an emphasis on alternative fuel, advanced technology, and/or Smartway<sup>SM</sup> certified vehicles and equipment.
- 2.2 Improve overall fleet fuel efficiency.
- 2.3 Establish practices to reduce vehicle miles traveled, passenger miles traveled, engine hours, and/or ton miles traveled, as appropriate.

**Section 3.**

<adopting entity> **will partner with the NCTCOG and DFWCC by performing the following actions as practicable:**

- 3.1 Maintain membership and active participation in DFWCC and submit timely Clean Fleet Policy reporting.
- 3.2 Evaluate and consider participation in programs to test/commercialize/demonstrate new technologies to improve efficiency, reduce emissions, and/or increase fuel efficiency.
- 3.3 Pursue activities which support peer fleets' efforts to implement fuel- or emissions-reducing activities by sharing and maximizing resources.
- 3.4 Encourage fleet activities which minimize water, solid waste, or other environmental impacts of fleet activities, as appropriate.

**Section 4.**

<adopting entity> **will ensure drivers/operators and fleet personnel are familiar with air quality and petroleum reduction goals by performing the following actions as practicable:**

- 4.1 Provide in-house training and/or attending training administered by NCTCOG for fleet personnel and other staff involved in fleet decisions to

review policy elements and provide recommendations for achieving objectives.

- 4.2 Consider other mechanisms to increase understanding and awareness among fleet personnel and others.

<adopting entity> acknowledges that adoption of the Clean Fleet Policy, adoption of an idle reduction policy/SOP as outlined in section 1.1, submittal of both policies, and submittal of Clean Fleet Policy reporting is required to be eligible for future clean fleet funding from the RTC, and may be considered when determining other funding actions. The extent of Clean Fleet Policy implementation, as documented through reporting, will also be a factor in receiving DFWCC fleet recognition.

*[Following additional example statement to be included as applicable for adopting entity:]*  
This policy shall be in effect immediately upon its adoption and replaces the prior Clean Fleet Vehicle Policy of the adopting entity.

I hereby certify that this policy was adopted by the           <adopting entity>           on           <date of adoption>          , \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Adopting Entity

# EXHIBIT A

## Vehicle and Equipment Idling Reduction Policy

### **Purpose**

The purpose of this policy is to outline vehicle and equipment idling guidelines.

### **Policy Statement**

The City of Bedford is committed to improving the health and quality of life of its employees and citizens. An essential part of that commitment is to institute operational policies for its employees that actively promote clean air and reduce our use of motor fuels. The unnecessary idling of gasoline and diesel vehicles and equipment wastes fuel, creates air pollution, and causes premature engine wear. This Vehicle and Equipment Idle Reduction Policy applies to all City owned, leased or rental motor vehicles and equipment and will result in health benefits from cleaner air, cost savings from reduced fuel usage and less wear and tear on publicly owned vehicles and equipment.

City of Bedford employees shall avoid all unnecessary vehicle and equipment idling. In cases where vehicle and equipment idling may be necessary to perform critical work, it should be limited to less than five (5) minutes in any one-hour period.

### **State of Texas Statute § 545.404. "Unattended Vehicles"**

Operator may not leave a vehicle unattended without first:

- Stopping the engine.
- Locking the ignition.
- Removing the key from the ignition.
- Setting the parking brake effectively.
- If standing on a grade, turning the front wheels to the curb or side of the highway.

### **Exceptions to this Policy:**

This idling restriction policy shall not apply to:

- Traffic conditions over which the operator has no control.
- Vehicles and equipment responding to emergency situations.
- Vehicles and equipment engaged in traffic operations.
- Vehicles and equipment operated for maintenance or diagnostics.
- Vehicles that must be idled to operate auxiliary equipment (including but not limited to pumps or compressors).
- Vehicles en route to a destination that are stopped by traffic congestion.
- Vehicles that are performing an activity relating directly to a public safety function.
- Vehicles that must provide air conditioning or heating necessary for employee health or safety while the employee is using the vehicle to perform an essential job function related to roadway construction or maintenance.

- Vehicles that must be kept at appropriate temperature to maintain health and safety of animals being transported.
- Exemptions stated in 30 Texas Administrative Code (TAC) 114, Subchapter J, Division 2, the Motor Vehicle Idling Limitations

### **Special “cold weather” provisions for diesel powered units.**

Since cold weather affects diesel powered vehicles and equipment operation, operators of diesel-powered vehicles and equipment should be guided by the following:

- If the outside air temperature is between twenty (20) degrees Fahrenheit and thirty-two (32) degrees Fahrenheit, diesel-powered vehicles and equipment shall not idle in excess of fifteen (15) minutes.
- If the outside air temperature is below twenty (20) degrees Fahrenheit, diesel-powered vehicles and equipment shall not idle in excess of thirty (30) minutes.

### **Applicability**

This policy applies to all employees.

### **Responsible Person/Getting Help**

Employees who have questions regarding this policy may contact their department management team or the Human Resources division for clarification.

### **Policy Authority**

The City of Bedford City Council authorizes this policy. The City’s management team and Human Resources are responsible for interpreting and enforcing this policy.

### **Implementation Procedures**

Any deviation from this policy requires written permission from the City Manager.



# Council Agenda Background

**PRESENTER:** Thomas Hoover, P.E.  
Public Works Director

**DATE:** 02/10/15

**Council Mission Area:** Be responsive to the needs of the community.

**ITEM:**

Consider a resolution authorizing the City Manager to utilize the City of Grand Prairie's Pavement Marking Service Contract with Stripe-A-Zone in the amount of \$84,899.68 through a Master Interlocal Cooperative Purchasing Agreement.

**City Attorney Review:** Yes

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

The City of Grand Prairie implemented an extension of its contract with Stripe-A-Zone in August of 2014 for Pavement Marking Services. In 2014, the City of Bedford utilized the contract with Stripe-A-Zone through an Interlocal Cooperative Purchase Agreement with the City of Grand Prairie. Stripe-A-Zone successfully fulfilled the 2014 Pavement Marking Program.

Public Works staff would now like to utilize the City of Grand Prairie's current contract with Stripe-A-Zone for this year's Pavement Markings Program through the Master Interlocal Cooperative Purchase Agreement. The cost is projected to be \$84,899.68. The estimated cost saving for utilizing Grand Prairie's existing contract with Stripe-A-Zone is approximately \$6,000 for engineering services, staff time, publications, printing, and other administrative costs associated with a competitive bid.

The City of Grand Prairie's contract calls for utilizing reflective pavement markings. This matches the City of Bedford's current standards. The City's Traffic Operations Manager has an inventory list of the areas to replace worn out markings in various locations. The work will include placing pavement markings on Schumac Lane and Carolyn Drive that will be milled and overlaid by Tarrant County over Spring Break. If approved, all pavement marking work will take place in the late spring when the ground temperature is above 70 degrees Fahrenheit.

Staff recommends utilizing the City of Grand Prairie's Contract with Stripe-A-Zone through an Interlocal Cooperative Purchasing Agreement. Funding would be paid out of the FY 2014-15 Street Improvement Economic Development Corporation budget. The remaining balance is to be used for re-painting street names on curbs and other minor striping projects.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to utilize the City of Grand Prairie's Pavement Marking Service Contract with Stripe-A-Zone in the amount of \$84,899.68 through a Master Interlocal Cooperative Purchasing Agreement.

**FISCAL IMPACT:**

Street Improvement Development Corporation  
Budget: \$100,000.00  
Stripe-A-Zone Contract: \$84,899.68  
Balance Remaining: \$15,100.32

**ATTACHMENTS:**

Resolution  
2015 Pavement Marking Program  
Available in the City Secretary's Office:  
City of Grand Prairies Contract Renewal with  
Stripe-A-Zone

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO UTILIZE THE CITY OF GRAND PRAIRIE'S PAVEMENT MARKING SERVICE CONTRACT WITH STRIPE-A-ZONE IN THE AMOUNT OF \$84,899.68 THROUGH A MASTER INTERLOCAL COOPERATIVE PURCHASING AGREEMENT.

WHEREAS, the City Council of Bedford, Texas has determined that new pavement markings are necessary for the health and safety of its citizens; and,

WHEREAS, the City Council of Bedford, Texas recognizes the importance of providing these improvements to protect the vitality of neighborhoods.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the City Manager to utilize the City of Grand Prairie's Pavement Marking Service Contract with Stripe-A-Zone in the amount of \$84,899.68 through a Master Interlocal Cooperative Purchasing Agreement.

SECTION 3. That funding will come from the Street Improvement Economic Development Corporation Fund.

PRESENTED AND PASSED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

\_\_\_\_\_  
Jim Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Michael Wells, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Stan Lowry City Attorney

## 2015 PAVEMENT MARKING PROGRAM

| Thermo                  | Price    | Quantity |    | Amount             |
|-------------------------|----------|----------|----|--------------------|
| 4" Solid Yellow (L.F.)  | \$0.46   | 62,000   | LF | \$28,280.00        |
| 4" Skip Yellow (L.F.)   | \$0.53   | 6,000    | LF | \$3,180.00         |
| 4" White (L.F.)         | \$0.46   | 17,942   | LF | \$8,253.32         |
| 12" White (L.F.)        | \$3.20   | 1,460    | LF | \$4,672.00         |
| 24" White (L.F.)        | \$4.40   | 4,870    | LF | \$21,428.00        |
| <b>Arrow's</b>          |          |          |    |                    |
| Right Arrow (Each)      | \$90.00  | 7        | E  | \$630.00           |
| Left Arrow (Each)       | \$90.00  | 20       | E  | \$1,800.00         |
| Straight (Each)         | \$90.00  | 0        | E  | \$0.00             |
| Straight & right (Each) | \$95.00  | 0        | E  | \$0.00             |
| Straight & Left (Each)  | \$95.00  | 2        | E  | \$190.00           |
| <b>Text</b>             |          |          |    |                    |
| Only (Each)             | \$100.00 | 19       | E  | \$1,900.00         |
| Stop (Each)             | \$100.00 | 1        | E  | \$100.00           |
| Left (Each)             | \$100.00 | 0        | E  | \$0.00             |
| Slow (Each)             | \$100.00 | 2        | E  | \$200.00           |
| Ahead (Each)            | \$100.00 | 2        | E  | \$200.00           |
| <b>Preperation</b>      |          |          |    |                    |
| 4" (L.F.)               | \$0.20   | 13304    | LF | \$2,660.80         |
| 12" (L.F.)              | \$0.80   | 280      | LF | \$224.56           |
| 24" (L.F.)              | \$1.55   | 1300     | LF | \$2,015.00         |
| Slow (Each)             | \$15.00  | 2        | E  | \$30.00            |
| Ahead (Each)            | \$18.00  | 2        | E  | \$36.00            |
| <b>Raised Pavement</b>  |          |          |    |                    |
| Two Way (Each)          | \$3.50   | 1400     | E  | \$4,900.00         |
| One Way (Each)          | \$3.50   | 1200     | E  | \$4,200.00         |
|                         |          |          |    | <b>\$84,899.68</b> |
|                         |          |          |    |                    |



# Council Agenda Background

**PRESENTER:** Thomas L. Hoover, P.E.  
Public Works Director

**DATE:** 02/10/15

**Council Mission Area:** Protect the vitality of neighborhoods.

**ITEM:**

Consider a resolution authorizing the City Manager to approve Change Order #1 for the Bedford Boys Ranch Sanitary Sewer Renewal and Rehabilitation Project in the amount of \$85,709.55.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

On October 28, 2014, Saber Development, Inc. (Saber) was awarded a contract in the amount of \$391,778.60 for the rehabilitation and relocation of the sanitary sewer lines to accommodate the Capital Improvement project at the Boys Ranch. On October 28, 2014, C. Green Scaping, LP was awarded a contract for construction of Phase I of the Boys Ranch Park in the amount of \$3,156,397.

After both projects began at the Boys Ranch, several conflicts were discovered. These items include the new design of the baseball fields, the removal of the existing restroom, the addition of a future restroom and concession stand, and changes to the pond that were required by the Army Corps of Engineers before they would issue a permit. It was found that the existing sewer service line would not be able to serve the future restroom without a lift station.

In order to accommodate these changes, the existing sewer construction plans were redesigned for a new sewer line to be extended from Lakeview Drive and then travel along Shady Lake into the Boys Ranch. The sewer line would cross the existing ball fields and run parallel to the existing water line to connect to the sewer line in the parking lot.

The proposed sewer line would have a manhole and stub-out for a future line to the restroom and concession stand. The old sewer line would not be abandoned and put out of service until after the baseball season. The other items on the new sewer plan include replacing 30 square yards of asphalt, reconstructing 105 square yards of concrete sidewalks, 75 linear feet of reinforced concrete curb and gutter, and the replacement of one masonry mail box.

The proposed Change Order #1 in the amount \$85,709.55 was calculated by taking away the items associated with the original sewer line in the amount of \$36,734.40 and adding in \$122,443.95 for the new items on Saber's proposal. If approved, Saber's new adjusted price for the contract would be \$477,488.15.

Staff recommends Change Order #1 in the amount of \$85,709.55 because taking the project out to bid would cause delays and have an adverse impact on the use of the baseball fields. If approved, funding would be paid from the 2010 Water and Sewer Certificate of Obligations Fund.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to approve Change Order #1 for the Bedford Boys Ranch Sanitary Sewer Renewal and Rehabilitation Project in the amount of \$85,709.55.

**FISCAL IMPACT:**

|                                       |              |
|---------------------------------------|--------------|
| 2010 Water and Sewer<br>C.O. Balance: | \$54,520.85  |
| 2011 Water and Sewer<br>C.O. Balance: | \$411,279.57 |
| Total C.O. Balance                    | \$465,800.42 |
| Project Cost:                         | \$85,709.55  |
| Difference:                           | \$380,090.87 |

**ATTACHMENTS:**

Resolution  
Change Order #1  
Proposal  
Map

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER #1 FOR THE BEDFORD BOYS RANCH SANITARY SEWER RENEWAL AND REHABILITATION PROJECT IN THE AMOUNT OF \$85,709.55.

WHEREAS, the City Council of Bedford, Texas has determined that the relocation of a sanitary sewer line within the Bedford Boys Ranch is necessary for the health and safety of its citizens; and,

WHEREAS, the City Council of Bedford, Texas recognizes the importance of providing these improvements to protect the vitality of neighborhoods.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the City Manager to approve Change Order #1 for the Bedford Boys Ranch Sanitary Sewer Renewal and Rehabilitation Project in the amount of \$85,709.55.

SECTION 3. That funding will come from the 2010 Water and Sewer Certificate of Obligations.

PRESENTED AND PASSED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

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Jim Griffin, Mayor

ATTEST:

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Michael Wells, City Secretary

APPROVED AS TO FORM:

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Stan Lowry City Attorney

**CITY OF BEDFORD  
DEPARTMENT OF PUBLIC WORKS ENGINEERING  
CHANGE ORDER #1**

01/26/2015

**PROJECT:** Bedford Boy's Ranch Sanitary Sewer Renewal & Rehab 14-SSOI-02

**CONTRACTOR:** Saber Development Corporation

|  |              |
|--|--------------|
| Original Contract Price :              | \$391,778.60 |
| Previous Change Orders :               | 0            |
| This Change Order :                    | \$85,709.55  |
|  |              |
| Total Change Orders to Date :          | \$36,734.40  |
| Per Cent(%) of Original Contract Price | 21.88%       |

**CHANGE DATA**

| ITEM NUM | DESCRIPTION                          | QUANT | UNITS | UNIT PRICE | ADDED DAYS | AMOUNT       |
|----------|--------------------------------------|-------|-------|------------|------------|--------------|
| #12      | 6" PVC @ (6"-8' Cut)                 | 241   | LF    | \$50.00    | 0          | -\$12,050.00 |
| #15      | Extra Debth Manhole 2VF              | 2     | VF    | \$175.00   | 0          | -\$350.00    |
| #17      | 5" Diam Manhole                      | 1     | EA    | \$4,800.00 | 0          | -\$4,800.00  |
| #20      | Pre & Post Video                     | 482   | LF    | \$1.10     | 0          | -\$530.20    |
| #22      | Asphalt Repair                       | 196   | SY    | \$95.00    | 0          | -18,620.00   |
|          | Trench Safety                        | 241   | LF    | \$1.00     | 0          | -\$241.00    |
|          | Top Soil                             | 15    | SY    | \$4.65     | 0          | -\$69.75     |
|          | Hydromulch Seeding                   | 113   | SY    | \$0.65     | 0          | -73.45       |
|          |                                      |       |       |            |            |              |
| New Item | Extended Price for Restroom Proposal |       |       |            |            | \$122,443.95 |
|          |                                      |       |       |            |            | \$85,709.55  |

*Walt Hamner*  
Contractor

*1-28-15*  
Date

Design Engineer

Date

Project Inspector

Date

Public Works Director

Date

City Manager (when applicable)

Date

|                         |              |
|-------------------------|--------------|
| Original Contract Price | \$391,778.60 |
| Minus All Change Orders | -\$36,734.40 |
| Plus All Change Order   | \$122,443.95 |
| Adjusted Contract Price | \$477,488.15 |

Est.No: 0  
 DATE : January 5, 2015  
 TO : City of Bedford  
 Thomas.Hoover@bedfordtx.gov



**SABER DEVELOPMENT CORPORATION**  
**UTILITY CONTRACTOR**  
 P.O. BOX 540186  
 Dallas, Texas 75354-0186  
 Voice (214)-366-1300  
 Fax (214) 366-1303

**Engineer:** Thomas Hoover  
**Specs:** Bedford

**Desc. of Work:** Sanitary Sewer  
**Location:** FW 54 A

**Job No.:** Bedford Boys Ranch Change order Req.

| ITEM                      | DESCRIPTION                       | QUAN | UNIT | UNIT PRICE  | EXTENDED PRICE       |
|---------------------------|-----------------------------------|------|------|-------------|----------------------|
| 1                         | 8" DR-26 PVC Sanitary 0'-6'       | 40   | l.f. | \$ 45.00    | \$ 1,800.00          |
| 2                         | 8" DR-26 PVC Sanitary 10'-12'     | 20   | l.f. | \$ 61.00    | \$ 1,220.00          |
| 3                         | 8" SDR-35 PVC Sanitary 0'-6'      | 270  | l.f. | \$ 44.20    | \$ 11,934.00         |
| 4                         | 8" SDR-35 PVC Sanitary 6'-8'      | 643  | l.f. | \$ 49.20    | \$ 31,635.60         |
| 5                         | Tie to Exist MH                   | 1    | l.f. | \$ 2,000.00 | \$ 2,000.00          |
| 6                         | 4' Dia MH 6' Deep                 | 2    | ea.  | \$ 3,900.00 | \$ 7,800.00          |
| 7                         | 4' Dia MH over Existing           | 1    | ea.  | \$ 4,150.00 | \$ 4,150.00          |
| 8                         | 6" Stubout to MH 20'-0lg.         | 1    | ea.  | \$ 1,200.00 | \$ 1,200.00          |
| 9                         | Extra Vertical foot MH            | 2    | VF   | \$ 175.00   | \$ 350.00            |
| 10                        | Rem & Repl Conc SW                | 105  | SY   | \$ 75.00    | \$ 7,875.00          |
| 11                        | Rem & Repl Asphaltic Concrete     | 30   | SY   | \$ 95.00    | \$ 2,850.00          |
| 12                        | Rem & Repl Conc Curb & Gutter     | 95   | l.f. | \$ 22.00    | \$ 2,090.00          |
| 13                        | New Conc Curb & Gutter            | 20   | l.f. | \$ 21.00    | \$ 420.00            |
| 14                        | Rem & Repl Masonry Mail Box       | 1    | LS   | \$ 1,200.00 | \$ 1,200.00          |
| 15                        | Water Line Crossings              | 3    | ea.  | \$ 1,000.00 | \$ 3,000.00          |
| 16                        | Rem & Replace C.L Fence           | 20   | l.f. | \$ 45.00    | \$ 900.00            |
| 17                        | Sewer Test                        | 978  | l.f. | \$ 1.25     | \$ 1,222.50          |
| 18                        | 2 Sack Flowable Fill              | 375  | l.f. | \$ 75.00    | \$ 28,125.00         |
| 19                        | Erosion Control                   | 978  | l.f. | \$ 1.20     | \$ 1,173.60          |
| 20                        | Solid Sod Baseball Field 30' Wide | 1105 | SY   | \$ 4.65     | \$ 5,138.25          |
| 21                        | Remove & Reuse Infield Mat'l      | 100  | l.f. | \$ 14.00    | \$ 1,400.00          |
| 22                        | Bond                              | 1    | LS   | \$ 3,460.00 | \$ 3,460.00          |
| 23                        | Move in                           | 1    | LS   | \$ 1,500.00 | \$ 1,500.00          |
| <b>Sub-Total Sanitary</b> |                                   |      |      |             | <b>\$ 122,443.95</b> |
| <b>TOTAL</b>              |                                   |      |      |             | <b>\$ 122,443.95</b> |

Notes to original contract apply.  
 Thank You

*Walt Hannon*  
 Walt Hannon



## 19.1 W Sanitary Sewer Renewal Serving Bedford Boys Ranch Activity Center



-  Proposed Manhole
-  Proposed Sewer Line

\*NOTE: These datum are to be used for graphical representation only. The accuracy is not to be taken/used as data produced for engineering purposes or by a Registered Professional Land Surveyor for the State of Texas. For this level of detail, supervision and certification of the produced data by a Registered Professional Land Surveyor for the State of Texas would have to be performed. The City of Bedford assumes no responsibility for the accuracy of said data.





# Council Agenda Background

**PRESENTER:** Thomas L. Hoover, P.E.  
Public Works Director

**DATE:** 02/10/15

**Council Mission Area:** Protect the vitality of neighborhoods.

**ITEM:**

Consider a resolution authorizing the City Manager to enter into a Professional Services Contract with Pacheco Koch, LLC in the amount of \$50,389 for the design services for a water line on Bedford Road between Brown Trail and Somerset Terrace.

**City Attorney Review:** Yes

**City Manager Review:** \_\_\_\_\_

The section of Bedford Road between Brown Trail and Somerset Terrace has been identified by the Water Master Plan as the first area in need of water line improvements to increase the system efficiency and improve water quality. This section was identified as the highest priority for water system improvements for the 2015-2019 Capital Improvement Projects. The original water system was built in 1962. Some of the water lines on Bedford Road do not connect to the elevated storage tank that also serves as Fire Station #3, which went into service in 1999.

Kimley-Horn has proposed constructing a 16" water main, which would connect to the 20" water main at the existing elevated storage tank. The line would extend to the intersection of Brown Trail and Bedford Road to help in the overall capacity of the water system. A small portion of the proposed water main would go north and south into the 1300 block of Brown Trail.

The Scope of Services for the Professional Services Contract with Pacheco Koch, LLC, includes the design of the water line, preparing the contract documents and specifications, bidding services, field survey and data collection. The estimated project cost of the water line improvements is \$360,000, which includes engineering services.

Staff recommends Pacheco Koch, LLC for this project. Their recent work for the City includes the design of Brasher Lane/Midway Court Paving and Utility Improvements and the Simpson Terrace Interior Coating Project. If approved, funding would come out of the Utility Maintenance Fund.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into a Professional Services Contract with Pacheco Koch, LLC in the amount of \$50,389 for the design services for a water line on Bedford Road between Brown Trail and Somerset Terrace.

**FISCAL IMPACT:**

|                           |                |
|---------------------------|----------------|
| Utility Maintenance Fund: | \$1,200,334.58 |
| Project Cost:             | \$50,389.00    |
| Difference:               | \$1,149,945.58 |

**ATTACHMENTS:**

Resolution  
Contract  
Map

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH PACHECO KOCH, LLC IN THE AMOUNT OF \$50,389 FOR THE DESIGN SERVICES FOR A WATER LINE ON BEDFORD ROAD BETWEEN BROWN TRAIL AND SOMERSET TERRACE.

WHEREAS, the City Council of Bedford, Texas has determined the necessity of replacing the aging water line on Bedford Road between Brown Trail and Somerset Terrace for the health and safety of its citizens; and,

WHEREAS, the City Council of Bedford, Texas has determined that replacing the water line on Bedford Road between Brown Trail and Somerset Terrace would not be possible without a design engineer; and,

WHEREAS, the City Council of Bedford, Texas recognizes the importance of providing these improvements to protect the vitality of neighborhoods.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:

SECTION 1. That the findings above are found to be true and correct, and are incorporated herein.

SECTION 2. That the City Council does hereby authorize the City Manager to enter into a Professional Services Contract with Pacheco Koch, LLC in the amount of \$50,389 for the design services for a water line on Bedford Road between Brown Trail and Somerset Terrace.

SECTION 3. That funding will come from the Utility Maintenance Fund.

PRESENTED AND PASSED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.

---

Jim Griffin, Mayor

ATTEST:

---

Michael Wells, City Secretary

APPROVED AS TO FORM:

---

Stan Lowry City Attorney

**CITY OF BEDFORD  
CONSULTANT SERVICES AGREEMENT**

This agreement (“Agreement”) is made by and between the **City of Bedford, Texas (“City”) and Pacheco Koch, LLC (the “Consultant”)** acting by and through their authorized representatives.

**Recitals:**

**WHEREAS**, the City desires to engage the services of Consultant as an independent contractor and not as an employee in accordance with the terms and conditions set forth in this Agreement; and

**WHEREAS**, the Consultant desires to render Consultant services for the City in accordance with the terms and conditions set forth in this Agreement in connection with **Bedford Road Water Main Improvements (the “Project”)**;

**NOW THEREFORE**, in exchange for the mutual covenants set forth herein and other valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

**Article I  
Term**

1.1 The term of this Agreement shall begin on the last date of execution hereof (the “Effective Date”) and continue until the services are completed unless sooner terminated as provide herein.

1.2 Either party may terminate this Agreement by giving thirty (30) days prior written notice to the other party. In the event of such termination the Consultant shall be entitled to compensation for any services completed to the reasonable satisfaction of the City in accordance with this Agreement prior to such termination.

**Article II  
Scope of Services**

2.1 The Consultant agrees to provide the Professional Consultant services for the Project as set forth in Exhibit “A”. Deviations from the scope may be authorized in writing from time to time by the City.

2.2 The parties acknowledge and agree that any and all opinions and cost estimates provided by the Consultant represent a professional opinion consistent with the standards of the industry.

2.3 All materials and reports prepared by the Consultant in connection with this Agreement are “works for hire” and shall be the property of the City. The City shall have the right to publish, disclose, distribute and otherwise use such materials and reports in accordance with the Consultant Practice Act of the State of Texas. Consultant shall upon completion of the services, or earlier termination, provide the City with a complete set of 22” x 34” blackline completed drawings plus a compact disc or flash drive containing all construction plan sheets in scanned 22” x 34” black & white “PDF” images at 400 dpi.

### **Article III Schedule of Work**

The Consultant agrees to commence services upon written direction from the City and to complete the required services in accordance with a work schedule as set forth in Exhibit "B" (the "Work Schedule").

### **Article IV Compensation and Method of Payment**

4.1 The City shall compensate the Consultant for the services by payment of fees as set forth in Exhibit "C". Unless otherwise provided herein, payment to the Consultant shall be monthly based on the Consultant's monthly progress report that shows the total amount of fees earned to date and the amount due and payable as of the current statement, in a form reasonably acceptable to the City. The monthly invoices shall be submitted on or before the 15<sup>th</sup> day of each calendar month. The City shall pay such monthly statements within thirty (30) days after receipt and City verification of the services and expenses unless otherwise provided herein. The final payment of the fee shall be made after satisfactory completion of the services and City acceptance of the services and the submittal of record drawings as applicable.

4.2 Unless otherwise provided in Exhibit "C" the Consultant shall be responsible for all expenses related to the services provided pursuant to this Agreement including, but not limited to, travel, copying and facsimile charges, telephone, internet and email charges.

### **Article V Devotion of Time; Personnel; and Equipment**

5.1 The Consultant shall devote such time as reasonably necessary for the satisfactory performance of the work under this Agreement. Should the City require additional services not included under this Agreement, the Consultant shall make reasonable effort to provide such additional services at mutually agreed charges or rates, and within the agreed time schedule and without decreasing the effectiveness of the performance of services required under this Agreement.

5.2 To the extent reasonably necessary for the Consultant to perform the services under this Agreement, the Consultant shall be authorized to engage the services of any subcontractors agents, assistants, persons, or corporations that the Consultant may deem proper to aid or assist in the performance of the services under this Agreement with the prior written approval of the City. The cost of such personnel and assistance shall be borne exclusively by the Consultant.

5.3 The Consultant shall furnish the facilities, equipment, telephones, facsimile machines, email facilities, and personnel necessary to perform the services required under this Agreement unless otherwise provided herein.

5.4 The Consultant shall submit monthly progress reports and attend monthly progress meetings scheduled by the City or more frequently as may be required by the City from time to time based upon Project demands. Each progress report shall detail the work accomplished and special problems or delays experienced on the Project during the previous report period, and the planned work activities and special problems or delays anticipated for the next report period.

5.5 The Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability.

## **Article VI Miscellaneous**

6.1 Entire Agreement. This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings written or oral agreements between the parties with respect to this subject matter.

6.2 Assignment. The Consultant may not assign this Agreement in whole or in part without the prior written consent of City. In the event of an assignment by the Consultant to which the City has consented, the assignee shall agree in writing with the City to personally assume, perform, and be bound by all the covenants, and obligations contained in this Agreement.

6.3 Successors and Assigns. Subject to the provisions regarding assignment, this Agreement shall be binding on and inure to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors and assigns.

6.4 Governing Law. The laws of the State of Texas shall govern this Agreement; and venue for any action concerning this Agreement shall be in Tarrant County, Texas. The parties agree to submit to the personal and subject matter jurisdiction of said court.

6.5 Amendments. This Agreement may be amended by the mutual written agreement of the parties.

6.6 Severability. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not effect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

6.7 Independent Contractor. It is understood and agreed by and between the parties that the Consultant in satisfying the conditions of this Agreement, is acting independently, and that the City assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by Consultant pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of the City. Consultant shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement. There is no intended third party beneficiary to this agreement.

6.8 Right-Of-Access. The City will furnish right-of-access on the land for the Consultant to perform the required surveys, or other necessary investigations. The Consultant will take reasonable precautions to minimize damage to the land in the performance of such surveys and investigations. The City will explain to landowners that some damage to vegetation may be unavoidable when obtaining access to the site, and in performance of the survey and investigation activities.

6.9 Notice. Any notice required or permitted to be delivered hereunder may be sent by first class mail, overnight courier or by confirmed telefax or facsimile to the address specified below, or to such other party or address as either party may designate in writing, and shall be deemed received three (3) days after delivery set forth herein:

**If intended for City - Representative:**

Thomas L. Hoover, PE  
Public Works Director  
City of Bedford  
1813 Reliance Parkway  
Bedford, Texas 76021  
Telephone: 817-952-2248  
Facsimile: 817-953-2240

**If intended for Consultant - Representative:**

Brian D. O'Neill, P.E., CFM  
Principal  
6100 Western Place, Suite 1001  
Fort Worth, Texas 76107  
Telephone: 817-412-7155  
Facsimile: 817-412-7156

6.10 Counterparts. This Agreement may be executed by the parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the parties hereto.

6.11 Exhibits. The Exhibits A, B and C, attached hereto are incorporated herein and made a part hereof for all purposes.

6.12 Indemnification. Consultant shall release, indemnify and hold harmless City and its officers, agents and employees from and against all damages, injuries (including death), claims, property damages (including loss of use), losses, demands, suits, judgments and costs, including reasonable attorney's fees and expenses, in any way arising out of, related to, or resulting from the services provided by Consultant to the extent caused by the negligent act or omission or intentional wrongful act or omission of Consultant, its officers, agents, employees, subcontractors, licensees; invitees or any other third parties for whom Consultant is legally responsible.

6.13 Audits and Records. The Consultant agrees that during the term hereof the City and its representatives may, during normal business hours and as often as deemed necessary, inspect, audit, examine and reproduce any and all of the Consultant's records relating to the services provided pursuant to this Agreement for a period of one year following the date of completion of services as determined by the City or date of termination if sooner.

6.14 Conflicts of Interests. The Consultant represents that no official or employee of the City has any direct or indirect pecuniary interest in this Agreement.

6.15 Insurance.

- (a) Consultant shall during the term hereof maintain in full force and effect the following insurance: (1) a policy of insurance for bodily injury, death and property damage insuring against all claims, demands or actions relating to the Consultant's performance of services pursuant to this Agreement with a minimum combined single limit of not less than \$1,000,000 Dollars per occurrence for injury to persons (including death), and for property damage; (2) policy of automobile liability insurance covering any vehicles owned and/or operated by Consultant, its officers, agents, and employees, and used in the performance of this Agreement; and (3) statutory Worker's Compensation Insurance covering all of Consultant's employees involved in the provision of services under this Agreement.
- (b) All insurance and certificate(s) of insurance shall contain the following provisions: (1) name the City, its officers, agents and employees as additional insureds as to all applicable coverage with the exception of Workers Compensation Insurance; (2) provide for at least thirty (30) days prior written notice to the City for cancellation, non-renewal, or material change of the insurance; (3) provide for a waiver of subrogation against the City for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.
- (c) All insurance companies providing the required insurance shall be authorized to transact business in Texas and be rated at least "A" by AM Best or other equivalent rating service.
- (d) A certificate of insurance evidencing the required insurance shall be submitted to the City prior to commencement of services.

**Executed in two (2) counterparts**, each of which is deemed to be an original and as of the day and date first written in this Contract.

**EXECUTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**CITY OF BEDFORD**

**CONSULTANT:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Brian D. O'Neill, PE, CFM

Title: \_\_\_\_\_

Title: Principal

**EXHIBIT 'A' – SCOPE OF SERVICES**

**BEDFORD ROAD WATER MAIN IMPROVEMENTS**

**PROJECT DESCRIPTION:**

The project consists of alignment determination and preparation of construction plans and bid documents for the construction of a sixteen-inch (16") water main along Bedford Road between Brown Trail and Somerset Terrace. The proposed 16" water main will connect the 20" water main leaving the water tank to an 8" water main at the intersection of Brown Trail and Bedford Road. The project generally consists of water main design along the project limits.

**BASIC SERVICES:**

A. Project Management, Coordination & Permitting

1. Manage the Team:

- Lead, manage and direct design team activities
- Ensure quality control is practiced in performance of the work
- Communicate internally among team members
- Task and allocate team resources

2. Communications and Reporting:

- Attend a pre-design project kickoff meeting with CITY staff to confirm and clarify scope, understand CITY objectives, and ensure economical and functional designs that meet CITY requirements
- Conduct review meetings with the CITY at the end of each design phase
- Prepare invoices and submit monthly in the format requested by the CITY.
- Prepare and submit monthly progress reports
- Prepare and submit baseline Project Schedule initially and Project Schedule updates
- Coordinate with other agencies and entities as necessary for the design of the proposed infrastructure and provide and obtain information needed to prepare the design
- With respect to coordination with permitting authorities, CONSULTANT shall communicate with permitting authorities such that their regulatory requirements are appropriately reflected in the designs. CONSULTANT shall work with regulatory authorities to obtain approval of the designs, and make changes necessary to meet their requirements as part of the design scope.

**EXHIBIT A to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services**

3. Constructability Review:
  - Prior to the 90 percent review meeting with the CITY, the CONSULTANT shall schedule and attend a project site visit with the CITY Project Manager and Construction personnel to walk the project. The CONSULTANT shall summarize the CITY's comments from the field visit and submit this information to the CITY in writing.
4. Utility Clearance:
  - The CONSULTANT will consult with the CITY public utilities, private utilities and government agencies to determine the approximate location of above and underground utilities, and other facilities (current and future) that have an impact or influence on the project. CONSULTANT will design CITY facilities to avoid or minimize conflicts with existing utilities, and where known and possible consider potential future utilities in designs.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

- B. Conceptual Design (30% Submittal) –  
The Conceptual Design shall be submitted to CITY per the approved Project Schedule. The purpose of the conceptual design is for the CONSULTANT to
- Study the project,
  - Identify and develop alternatives that enhance the system,
  - Present (through the defined deliverables) these alternatives to the CITY,
  - Recommend the alternatives that successfully addresses the design problem, and
  - Obtain the CITY's endorsement of this concept.

CONSULTANT will develop the conceptual design of the infrastructure as follows.

1. Data Collection

- In addition to data obtained from the CITY, CONSULTANT will research proposed improvements in conjunction with any other planned future improvements known by the CITY that may influence the project.
- The CONSULTANT will also identify and seek to obtain data for existing conditions that may impact the project including but not limited to; utilities, agencies (TxDOT), City Master Plans, and property ownership as available from the Tax Assessor's office.
- The data collection efforts will also include conducting special coordination meetings with affected property owners and businesses as necessary to develop roadway alignment plans.

2. The Conceptual Design Package shall include the following:

- Technical memorandum containing graphic exhibits and written summary of alternative design concepts considered strengths and weaknesses of each, and the rationale for selecting the recommended design concept.
- Proposed phasing of any work that is included in this project documented in both the project schedule and narrative form.
- Documentation of key design decisions.
- Opinions of probable construction cost.

3. The Conceptual Design Package shall include the following:

- Meet with City of Bedford staff to discuss CITY comments on preliminary plans, contract documents, and opinion of construction cost.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

**C. Final Design (90% & 100% Submittal) –**

1. Prepare 90% construction plans. Prepare the following sheets at the engineering scale indicated:
  - Cover Sheet
  - Quantity sheet and General Notes
  - Project Layout & Control Sheet
  - Detail sheets
  - Water Main plan and profile sheets for improvements.
    - Scale 1" = 20' Horizontal; 1" = 4' Vertical
  - Traffic control plan
  - Erosion control plans

Information required can be combined on sheets if the information can be clearly shown and is approved by the City of Bedford project manager.

2. Prepare an estimate of construction quantities and develop the final opinion of probable construction costs.
3. Submit two (2) 22"x34" and two (2) 11"x17" sets of preliminary 90% plans, one (1) set of construction contract documents, special conditions and preliminary opinion of probable construction costs to the CITY for review.
4. Meet with City of Bedford staff to discuss CITY comments on 90% plans, contract documents, and opinion of construction cost.
5. Revise 90% plans incorporating comments from the City of Bedford.
6. Finalize construction plans for proposed improvements.
7. Assemble and finalize construction contract documents including City of Bedford standard specifications, special technical specifications and special conditions (if any).
8. Estimate of final construction quantities and final opinions of construction cost.
9. Submit two (2) sets of final plans (100% plans), City of Bedford contract documents. One (1) set of half size (11"x17") plans will be submitted with the 100% plan submittal.
10. Once approved by the City of Bedford prepare:
  - Twenty (20) bound copies of the bid documents (Plans & Specifications) for bidding
  - Three (3) half-sized sets of the final plans.
  - An additional ten (10) sets of Plans and Specifications will be prepared as needed.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

- D. **Bid Phase Services** –  
CONSULTANT will support the bid phase of the project as follows.
1. **Plan Distribution:**
    - The CONSULTANT shall sell contract documents and maintain a plan holders list of documents sold.
  2. **Bidder Assistance:**
    - The CONSULTANT will develop and implement procedures for receiving and answering bidders' questions and requests for additional information. The procedures shall include a log of all significant bidders questions and requests and the response thereto. The CONSULTANT will provide technical interpretation of the contract bid documents and will prepare proposed responses to all bidders' questions and requests, in the form of addenda.
    - Conduct the bid opening in support of the CITY.
  3. **Bid Analysis:**
    - Tabulate and review all bids received for the construction project, assist the CITY in evaluating bids, and recommend award of the contract.
    - Assist the CITY in determining the qualifications and acceptability of prospective contractors, subcontractors, and suppliers.
    - Incorporate all addenda into the contract documents and issue conformed sets.
  4. **Recommendation & Notice of Award:**
    - The CONSULTANT shall review the qualifications of the successful bidder and prepare a Recommendation of Award for the CITY.
    - Once approved by the CITY, the CONSULTANT shall prepare a Notice of Award for the successful Contractor.
  5. **Document Assembly:**
    - The CONSULTANT shall prepare six (6) duplicate sets of conformed contract documents for execution by the CITY and Contractor.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

**E. Construction Administration –**

1. The CONSULTANT shall prepare a Notice to Proceed for the Contractor.
2. The CONSULTANT shall conduct the preconstruction conference.
3. The CONSULTANT shall review all shop drawings and test reports for compliance with the Contract Documents.
4. After the pre-construction conference, the CONSULTANT shall provide project exhibits and attend public meeting, if any, to help explain the proposed project to residents. The CITY shall select a suitable location and mail the invitation letters to the affected customers.
5. The CONSULTANT shall visit the project site at requested intervals as construction proceeds to observe and report on progress.
6. The CONSULTANT shall review and provide payment recommendations on Contractor's monthly pay applications.

**G. Project Completion –**

1. The CONSULTANT shall attend a final inspection and prepare a final "punch list" for the contractor.
2. Prepare construction "Record Drawings" based upon mark-ups and information provided by the construction contractor(s). Submit one (1) set of the record drawings (with "record drawing stamp" bearing the signature of the Engineer and the date) to the City on a CD-ROM disk or flash drive containing scanned 22"x34" black and white PDF images.

**SPECIAL SERVICES:**

**A. Field Survey**

1. Establish Survey Control

Establish survey control along each street or intersecting streets as necessary. These control points will be established based on and tied to established City horizontal and vertical control points. The horizontal control for each street in the PROJECT will be established on the State Plane Coordinate System (NAD'83 Surface Coordinates) from CITY monumentation. Control points will be established using 5/8" iron rods, 18" long. These control points will be established using GPS and conventional surveying methods.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

**2. Benchmark Loop**

A benchmark circuit will be established, based on the vertical control points provided. These benchmarks will be located outside of the construction limits and put in such a place so that they may be easily found for future use. Benchmarks will be located at about 1,000' intervals and will be referenced. Benchmarks shall be looped in accordance with good surveying practice prior to field surveys. All control leveling work will be performed using appropriate modified second order procedures with closed loops into the PROJECT vertical control.

**3. Existing Streets, Driveways and Right-of-Way**

Existing streets, driveways and right-of-way will be profiled and cross-sectioned at 50' intervals and to a point at least 20' outside of the Right-of-Way line. Low points, high points and other unique features will be noted. Pavement surfacing will be determined by visual inspection only. Intersecting streets will be profiled and cross-sectioned to a point at least 50' beyond the roadway being replaced.

**4. Existing Underground and/or Overhead Utilities**

Utility owner's will be contacted, on an as-needed basis, and requested to assist in locating existing utilities identified for the PROJECT. Above ground features of existing utilities within the proposed Right-of-Way for the limits of the PROJECT will be field located, including elevations of sanitary and storm sewer manhole flowlines and water/gas valve stems. The location of utilities between above ground features will be determined from visual inspection, utility records, and/or from locations determined by the respective utility companies. The utilities will be tied to the PROJECT control points and depths determined in sufficient detail to identify potential conflicts with proposed construction. The excavation and other costs required to expose or probe the underground utilities will be the responsibility of others.

**EXHIBIT A** to Agreement between the  
City of Bedford Texas (CITY) and  
Pacheco Koch LLC, (CONSULTANT)  
for Consulting Services

6. Right-of-Way

Right-of-Way lines along the PROJECT will be located. This information will be included on the PROJECT's plan sheets.

7. Existing Storm Sewers and Culverts

The size of existing culverts will be measured and tied along with existing headwalls, channels and aprons. The size, length, and flowline elevation of existing storm sewers will be surveyed. Drainage areas contributing to the PROJECT or conveying water from the PROJECT will be determined through field investigations and available topographic mapping.

8. Temporary Signs, Traffic Control, Flags, Safety Equipment, Etc.

The Surveyor will exercise care in completing this surveying assignment by using traffic control devices, flags and safety equipment when necessary.

Services not included in Basic Services for this contract:

- *Construction inspection services*
- *Easement Preparation*
- *Geotechnical Investigations*
- *Subsurface Utility Engineering (SUE)*
- *As-built surveys of constructed improvements*
- *Public hearings or City Council/Commission meetings*
- *Attend a utility coordination meeting to start relocation process with affected franchise utilities. Distribute copies of final plans and proposed schedule for bid letting and construction to affected franchise utilities*
- *Reset property corner monumentation disturbed or removed during or after construction.*

END OF EXHIBIT 'A'

**EXHIBIT B** to Agreement between the  
City of Bedford, Texas (CITY) and  
Pacheco Koch, LLC (CONSULTANT)  
for Consulting Services

**EXHIBIT 'B' – SCHEDULE**

**BEDFORD ROAD WATER MAIN IMPROVEMENTS**

| <b>Activity</b>                   | <b>Estimated Duration (weeks)</b> | <b>Estimated Completion N.T.P.</b> |
|-----------------------------------|-----------------------------------|------------------------------------|
| Notice-To-Proceed                 |                                   | -                                  |
| Field Survey                      | 2                                 | 2 Weeks                            |
| Conceptual Design Submittal (30%) | 1                                 | 3 Weeks                            |
| Conceptual City Review Complete   | 1                                 | 4 Weeks                            |
| Final Design Submittal (90%)      | 2                                 | 6 Weeks                            |
| Final City Review Complete        | 1                                 | 7 Weeks                            |
| Final Plans Complete (100%)       | 1                                 | 8 Weeks                            |
| Receive Bids                      | 3                                 | 11 Weeks                           |
| Contract Award                    | 2                                 | 13 Weeks                           |
| Begin Construction                | 1                                 | 14 Weeks                           |
| Complete Construction             | 6                                 | 20 Weeks                           |
| Record Drawings                   | 2                                 | 22 Weeks                           |

The CONSULTANT is not responsible for delays beyond it's' control.

END OF EXHIBIT 'B'

**EXHIBIT C** to Agreement between the  
City of Bedford, Texas (CITY) and  
Pacheco Koch, LLC (CONSULTANT)  
for Consulting Services

**EXHIBIT 'C' – COMPENSATION AND METHOD OF PAYMENT**

**BEDFORD ROAD WATER MAIN IMPROVEMENTS**

**COMPENSATION:**

For all professional engineering services included in EXHIBIT 'A', Scope of Services, the CONSULTANT shall be compensated a lump sum fee of \$ 50,389.00 as summarized below. The total lump sum fee shall be considered full compensation for the services described in EXHIBIT A, including all labor materials, supplies, and equipment necessary to deliver the services.

**Basic & Special Services**

|                                  |   |                     |
|----------------------------------|---|---------------------|
| A.                               | Project Management, Coordination & Permitting | \$ 4,590            |
| B.                               | Conceptual Design (30% Submittal)             | 9,040               |
| C.                               | Final Design (90% & 100% Submittals)          | 18,180              |
| D.                               | Bid Phase Services                            | 3,945               |
| E.                               | Construction Administration                   | 5,765               |
| F.                               | Project Completion                            | 1,775               |
| G.                               | Reimbursable Expense (Not to Exceed)          | 1,594               |
| H.                               | Field Survey                                  | <u>5,500</u>        |
| <b>GRAND TOTAL NOT TO EXCEED</b> |   | <b>\$ 50,389.00</b> |

**METHOD OF PAYMENT:**

The CONSULTANT shall be paid monthly payments as described in Article IV of the AGREEMENT. The cumulative sum of such monthly partial fee payments shall not exceed the total current project budget including all approved Amendments. Each invoice shall be verified as to its accuracy and compliance with the terms of this Agreement by an officer of the CONSULTANT.

Monthly statements for reimbursable services performed by sub consultants will be based upon the actual cost to the CONSULTANT plus ten percent (10%). Direct reimbursable expenses for services such as printing, express mail, fees, mileage and other direct expenses that are incurred during the progress of the project will be billed at 1.1 times the CONSULTANT'S cost.

END OF EXHIBIT 'C'

# CITY OF BEDFORD

## BEDFORD ROAD WATER MAIN IMPROVEMENTS PROJECT LOCATION MAP



6100 Western Place | STE 1001  
Fort Worth, TX 76107  
(817) 412-7155



Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors,  
Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX,  
Getmapping, AeroGrid, IGN, IGP, swisstopo, and the GIS User Community

### KEY TO FEATURES

 LIMITS OF PROJECT

### NOTES

BACKGROUND IMAGE FROM  
BING AERIALS

### DATUM

NAD 1983 TEXAS STATE PLANE  
NORTH CENTRAL ZONE FIPS 4202





# Council Agenda Background

**PRESENTER:** Michael Wells, City Secretary

**DATE:** 02/10/15

**Council Mission Area:** Encourage citizen involvement.

**ITEM:**

Consider a resolution appointing members to serve on Bedford's Citizen Boards and Commissions.

**City Attorney Review:** N/A

**City Manager Review:** \_\_\_\_\_

**DISCUSSION:**

The City Secretary's Office received an application from Erin Blackman to serve on the Beautification Commission and an application from Sandy Ryan to serve on the Street Improvement Economic Development Corporation (4B). There is currently one opening on the Beautification Commission and two openings on the 4B.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval a resolution appointing members to serve on Bedford's Citizen Boards and Commissions.

**FISCAL IMPACT:**

N/A

**ATTACHMENTS:**

Resolution

RESOLUTION NO. 15-

**A RESOLUTION APPOINTING MEMBERS TO SERVE ON BEDFORD'S CITIZEN BOARDS AND COMMISSIONS.**

**WHEREAS, the City Council of Bedford, Texas desires to fill openings on the Beautification Commission and the Street Improvement Economic Development Corporation.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEDFORD, TEXAS:**

**SECTION 1. That the findings above are true and correct, and are incorporated herein.**

**SECTION 2. That Erin Blackman is appointed to Place 11 on the Beautification Commission with a term expiring in December of 2015.**

**SECTION 3. That Sandy Ryan is appointed to Place 3 – Public on the Street Improvement Economic Development Corporation with a term expiring in September of 2016.**

**PASSED AND APPROVED this 10th day of February 2015, by a vote of \_\_\_ ayes, \_\_\_ nays and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Bedford, Texas.**

\_\_\_\_\_  
**Jim Griffin, Mayor**

\_\_\_\_\_  
**Michael Wells, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Stan Lowry, City Attorney**