

AGENDA

Regular Meeting of the Bedford City Council
Tuesday, July 23, 2013
Bedford City Hall Building A
2000 Forest Ridge Drive
Bedford, Texas 76021

Council Chamber Work Session 5:00 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>

WORK SESSION

- Review and discuss items on the regular agenda and consider placing items for approval by consent.
- Discussion regarding future bond election.
- Discussion regarding the upcoming bond sale scheduled for August 27, 2013.
- Discussion regarding conducting a resident satisfaction survey.
- Update on Automated Meter Reading (AMR).

EXECUTIVE SESSION

To convene before the Regular Session, if time permits, in the conference room 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 relative to Block 1, Lot 1D, Shops at Central Park.
- b) Pursuant to Section 551.087, deliberation regarding economic development negotiations relative to "Project Oatmeal".
- c) Pursuant to Section 551.074: personnel matters – annual performance review of the City Manager. **This item requested by Mayor Griffin.

REGULAR SESSION 6:30 P.M.

CALL TO ORDER/GENERAL COMMENTS

INVOCATION (Dr. Jerry Chism, Martin United Methodist Church)

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE MINUTES

1. Consider approval of the following City Council minutes:
 - a) July 9, 2013 regular meeting

NEW BUSINESS

2. Public hearing and receive Council direction regarding the appointment of a Charter Review Commission.
3. Consider a resolution authorizing the City Manager to enter into a contract with the Hurst-Eules-Bedford Independent School District to provide two School Resource Officers for school year 2013/14, in the amount of \$145,020, paid for by the District.
4. Consider a resolution authorizing the City Manager to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County, for the assessment and collection services of ad valorem taxes levied by the City of Bedford; and providing an effective date.
5. Consider a resolution authorizing the City Manager to enter into Change Order Number One with CPS Civil, LLC in the amount of \$24,248.50, reducing the contracted amount to \$216,042.30 for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Sidewalk Improvements on Forest Ridge Drive and Schumac Lane (Project B).
6. Review Board and Commission Attendance Policy. **This item requested by Councilmember Brown.
7. Report on most recent meeting of the following Boards and Commissions:
 - ✓ Animal Shelter Advisory Board - Councilmember Boyter
 - ✓ Beautification Commission - Councilmember Turner
 - ✓ Community Affairs Commission - Councilmember Boyter
 - ✓ Cultural Commission - Councilmember Nolan
 - ✓ Library Board - Councilmember Davisson
 - ✓ Parks & Recreation Board - Councilmember Davisson
 - ✓ Senior Citizen Advisory Board - Councilmember Turner
 - ✓ Teen Court Advisory Board - Councilmember Champney
8. Council member reports
9. City Manager/Staff Reports
10. 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, July 19, 2013 at 5:00 p.m., and remained so posted at least 72 hours before said meeting convened.

Michael Wells, City Secretary

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 should be requested forty-eight (48) hours prior to the scheduled starting time of a posted council meeting by calling 817.952.2101.)



Council Agenda Background

PRESENTER: Beverly Griffith, City Manager

DATE: 07/23/13

Work Session

ITEM:

Discussion regarding future bond election.

City Manager Review: _____

DISCUSSION:

At the City Council work session on June 12, Council directed to move forward with scheduling an election for authorizing General Obligation Bonds for construction of improvements to the Boys Ranch Park. As we draw near to the time when the City Council has to take action to call the election for November of 2013, staff provides the following information regarding the process for council information, discussion and, if agreeable, staff direction to proceed.

Timeline

Wednesday, August 7 – Earliest date to order election

Wednesday, August 7 – Recommended last date to submit preclearance to DOJ (if necessary)

Tuesday, August 13 – First regular council meeting in August

Monday, August 26 – Last date to order election

Tuesday, August 27 – Second regular council meeting in August

Sunday, October 6 through Tuesday, October 22 – Publish Notice of Election twice

Monday, October 7 - Last day to register to vote

Tuesday, October 15 – Last day to post Notice of Election

Monday, October 21 through Friday November 1 – Early voting

Tuesday, November 5 – Election Day

Project(s) to be included

Bedford Boys Ranch Master Plan – Phase 1

Fiscal impact

Total amount to be issued - \$3.078M + cost of issuance

Term of bonds: 20 years

Estimated interest rate – TBD*

Estimated tax rate impact – TBD*

Estimated dollar impact for average value home – TBD*

Action steps to inform the public regarding the proposed project

Boards and Commissions briefing

Public Information Forum(s)

Printed material for bulk mailing, water bill insert

Website, cable

FWST, Northeast Times

Authorize bond counsel to proceed with necessary documentation for calling the election

Bond counsel - Fulbright & Jaworski

TBD* - Staff is working with our financial advisors to determine these items. Figures will be available for the council meeting work session on 7/23.

Also, attached for your information is a document compiled and distributed by BOSC, Inc., a local public finance group, that summarizes city and school district bond election results from the May 2013 election.

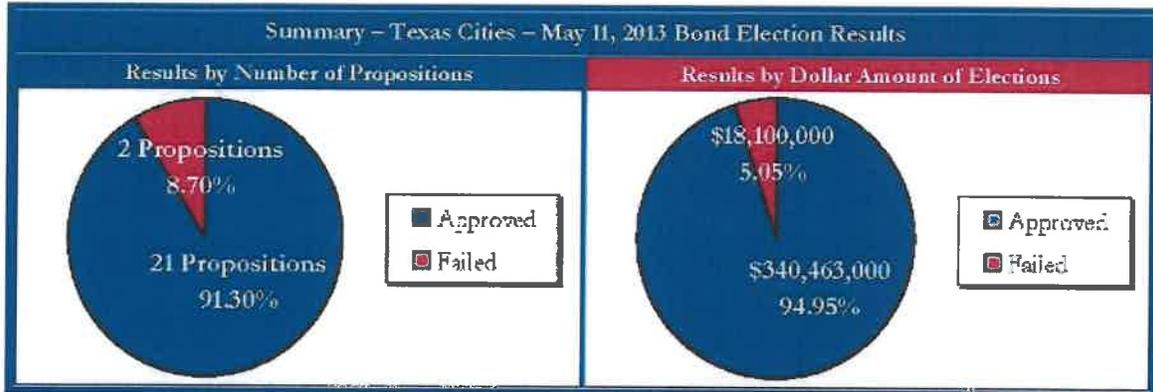
ATTACHMENTS:

Texas Cities – Bond Election Results – May 11, 2013

Texas School District Bond Election Results – May 11, 2013

Texas Cities – Bond Election Results

May 11, 2013



Summary – Texas Cities – May 11, 2013 Bond Election Results

Results by Number of Propositions					
Number of Elections	Number of Bond Propositions	Bonds Approved		Bonds Failed	
		Number of Propositions	Percentage	Number of Propositions	Percentage
13	21	21	91.30%	2	8.70%

Results by Dollar Amount of Elections					
Number of Elections	Dollar Amount of Bond Elections	Bonds Approved		Bonds Failed	
		Dollar Amount	Percentage	Dollar Amount	Percentage
13	\$358,563,000	\$340,463,000	94.95%	\$18,100,000	5.05%

Source: Municipal Advisory Council of Texas and Various Other Sources including City/County Records and Various Websites – Not guaranteed to be all inclusive.

Listing of Various Municipal Bond Underwritings Involving BOSC, Inc.

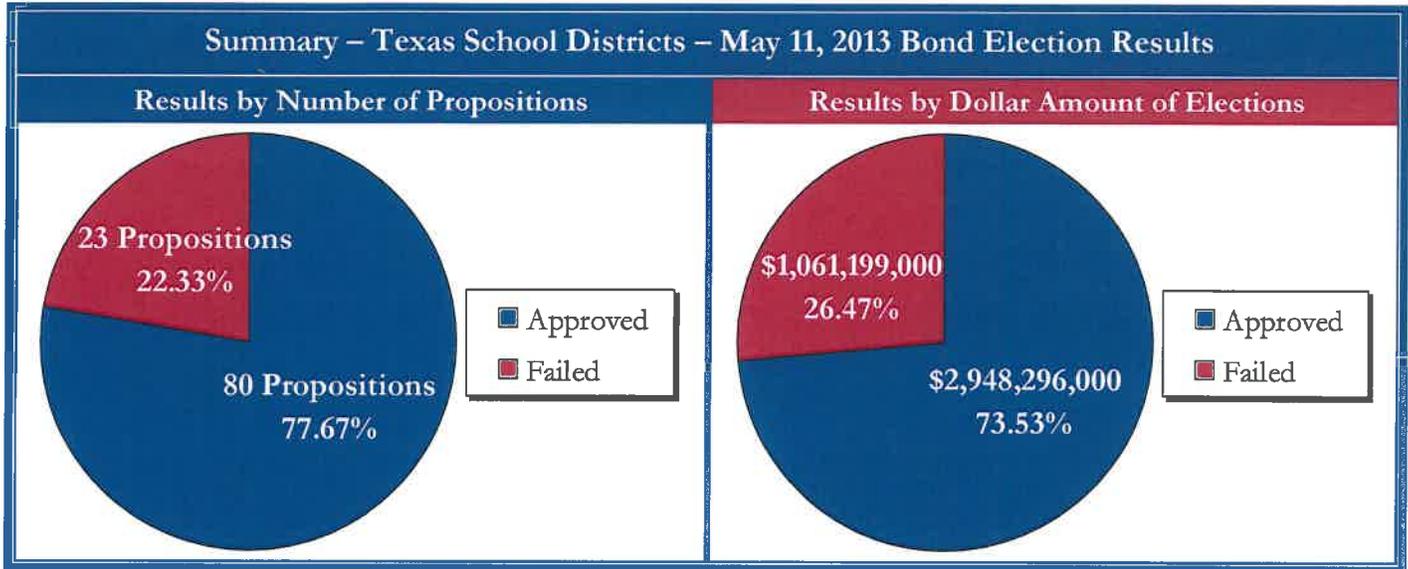
 \$17,433,000.00 City of Austin Electric Utility System Revenue Refunding Bonds, Series 2012A & B and 2012B	 \$79,063,000.00 City of Denton General Obligation Refunding and Improvement Bonds and Certificates of Obligation, Series 2012	 \$123,483,001.00 City of Fort Worth General Purpose Refunding and Improvement Bonds, Series 2012	 \$30,951,000.00 City of Frisco General Obligation Refunding Bonds, Series 2012	 \$25,915,000.00 City of Garland General Obligation Refunding Bonds and Certificates of Obligation, Series 2013
 \$13,501,000.00 City of Killeen Combination Tax and Revenue Refunding Certificates of Obligation, Series 2012A & B	 \$27,300,000.00 City of Killeen Water and Sewer System Revenue Ref. & Imp. Bonds, Series 2013 & 2013B	 \$50,381,000.00 City of Lubbock General Obligation Refunding Bonds and Combination Tax & Revenue Certificates of Obligation, Series 2012	 \$17,592,000.00 City of Lubbock Refunding and Improvement Bonds, Series 2013	 \$24,925,000.00 City of McKinney General Obligation Refunding Bonds and Tax & Imp. Bonds Revenue Certificates of Obligation, Series 2013
 \$26,575,000.00 City of Pasadena General Obligation Refunding Bonds, Series 2012A	 \$29,083,000.00 City of Richardson General Obligation Refunding Bonds and Combination Tax & Revenue Certificates of Obligation, Series 2013	 \$31,130,000.00 City of San Marcos General Obligation Refunding Bonds, Series 2013 & 2013B Series 2013 and Certificates of Obligation, Series 2013	 \$21,025,000.00 Tarrant County Certificates of Obligation, Series 2013 (Limited Tax)	 \$26,725,000.00 Williamson County Limited Tax Refunding Bonds and Pass Through Tax Revenue & Limited Tax Bonds, Series 2013

* Underwritten, subject to change.

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Texas School District Bond Election Results

May 11, 2013



Summary – Texas School Districts – May 11, 2013 Bond Election Results

Results by Number of Propositions					
Number of Elections	Number of Bond Propositions	Bonds Approved		Bonds Failed	
		Number of Propositions	Percentage	Number of Propositions	Percentage
88	103	80	77.67%	23	22.33%

Results by Dollar Amount of Elections					
Number of Elections	Dollar Amount of Bond Elections	Bonds Approved		Bonds Failed	
		Dollar Amount	Percentage	Dollar Amount	Percentage
88	\$4,009,495,000	\$2,948,296,000	73.53%	\$1,061,199,000	26.47%

Source: Municipal Advisory Council of Texas and Various Other Sources including, District Records and Various Websites – Not construed to be all-inclusive.

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Texas School District Bond Election Results

May 11, 2013



Texas School District Bond Election Results – May 11, 2013

No.	Issuer	Election Amount	Amount Approved	Amount Failed	Unofficial Votes For	Unofficial Votes Against
1	Academy ISD	\$ 17,200,000	\$ 17,200,000	\$ -	413	293
2	Alvarado ISD	38,200,000	38,200,000	-	574	190
3	Amarillo ISD	99,450,000	99,450,000	-	4,222	2,018
4	Anderson-Shiro CISD					
	Prop 1 - Sports Complex	4,765,000	4,765,000	-	253	194
	Prop 2 - Maintenance Facility	1,400,000	1,400,000	-	267	174
	Prop 3 - School Building	1,655,000	1,655,000	-	290	155
5	Anthony ISD	3,000,000	3,000,000	-	187	132
6	Aspermont ISD	8,700,000	8,700,000	-	241	143
7	Austin ISD					
	Prop 1 - Equipment & Technology	140,566,000	140,566,000	-	19,647	19,165
	Prop 2 - School Buildings & Security	233,950,000	-	233,950,000	19,293	19,492
	Prop 3 - Infrastructure Renovations	349,165,000	349,165,000	-	19,830	18,950
	Prop 4 - Fine Arts/Athletic Facility	168,564,000	-	168,564,000	18,964	19,800
8	Birdville ISD	183,200,000	-	183,200,000	3,269	4,354
9	Boerne ISD	99,480,000	99,480,000	-	2,895	1,079
10	Brock ISD	3,495,000	3,495,000	-	637	507
11	Bryson ISD	3,500,000	3,500,000	-	---	---
12	Bushland ISD	8,500,000	8,500,000	-	337	228
13	Channing ISD	2,500,000	2,500,000	-	86	24
14	China Spring ISD	15,310,000	15,310,000	-	355	235
15	Christoval ISD	13,900,000	-	13,900,000	137	394
16	Clear Creek ISD	367,000,000	367,000,000	-	7,719	3,520
17	Cleburne ISD	10,000,000	10,000,000	-	1,078	717
18	Colorado ISD					
	Prop 1 - Pre-K-8th Grade/HS Upgrades	24,950,000	24,950,000	-	467	265
	Prop 2 - Fine Arts/Athletic Facility	4,950,000	4,950,000	-	358	344
	Prop 3 - Multi-Purpose Room	3,215,000	-	3,215,000	329	376
19	Columbia-Brazoria ISD	5,000,000	5,000,000	-	506	494
20	Comanche ISD					
	Prop 1 - School Building	6,000,000	6,000,000	-	438	402
	Prop 2 - Activity Center	6,000,000	-	6,000,000	339	495
21	Coppell ISD	79,500,000	79,500,000	-	1,638	949
22	Corsicana ISD	54,000,000	-	54,000,000	561	818
23	Cotulla ISD					
	Prop 1 - Improvements, Buses & Tech	5,000,000	5,000,000	-	411	88
	Prop 2 - Refunding Bonds	6,630,000	6,630,000	-	370	112
24	Crosby ISD	86,500,000	86,500,000	-	772	685
25	Cushing ISD	7,000,000	7,000,000	-	190	92
26	Dilley ISD	25,000,000	25,000,000	-	---	---
27	Driscoll ISD	7,600,000	7,600,000	-	102	77
28	Everman ISD	40,000,000	40,000,000	-	503	174
29	Flour Bluff ISD	48,040,000	48,040,000	-	269	187
30	Forsan ISD	23,840,000	23,840,000	-	273	62

Source: Municipal Advisory Council of Texas and Various Other Sources including, District Records and Various Websites.

Texas School District Bond Election Results
May 11, 2013



Texas School District Bond Election Results – May 11, 2013 (Continued)

No.	Issuer	Election Amount	Amount Approved	Amount Failed	Unofficial Votes For	Unofficial Votes Against
31	Franklin ISD	\$ 12,000,000	\$ 12,000,000	\$ -	311	78
32	Gary ISD					
	Prop 1 - School Facilities Improvements	3,500,000	3,500,000	-	100	94
	Prop 2 - Maintenance Tax Refunding	1,500,000	1,500,000	-	109	84
33	Goldthwaite ISD	7,600,000	7,600,000	-	409	363
34	Goose Creek CISD					
	Prop 1 - School Buildings & Upgrades	177,690,000	177,690,000	-	1,857	758
	Prop 2 - Safety & Security	89,850,000	89,850,000	-	1,855	749
35	Greenwood ISD	51,500,000	51,500,000	-	521	270
36	Groesbeck ISD	8,000,000	8,000,000	-	427	258
37	Gruver ISD					
	Prop 1 - Baseball and Softball Fields	2,200,000	2,200,000	-	208	159
	Prop 2 - Transitional Teacher Housing	500,000	-	500,000	154	211
38	Hawkins ISD	10,700,000	10,700,000	-	262	84
39	Hawley ISD					
	Prop 1 - Athletic Facility	6,300,000	-	6,300,000	118	160
	Prop 2 - Athletic Field Improvements	1,200,000	-	1,200,000	110	172
40	Henderson ISD	27,000,000	27,000,000	-	1,515	694
41	Higgins ISD	2,000,000	2,000,000	-	46	8
42	Holliday ISD	15,000,000	15,000,000	-	443	425
43	Huntsville ISD	65,500,000	-	65,500,000	1,630	2,726
44	Jonesboro ISD	700,000	700,000	-	99	37
45	Judson ISD	83,000,000	83,000,000	-	1,484	818
46	Kenedy ISD	16,950,000	16,950,000	-	197	141
47	Kerrville ISD	6,200,000	6,200,000	-	761	652
48	Kirbyville CISD	19,765,000	19,765,000	-	413	359
49	Leon ISD	2,300,000	-	2,300,000	122	146
50	Levelland ISD	39,470,000	39,470,000	-	1,013	402
51	Little Cypress-Mauriceville CISD	56,000,000	56,000,000	-	1,306	954
52	Llano ISD	5,800,000	5,800,000	-	879	451
53	Lorena ISD	22,900,000	22,900,000	-	608	480
54	Mathis ISD	29,000,000	-	29,000,000	488	698
55	McGregor ISD	18,500,000	18,500,000	-	373	161
56	Midway ISD	34,500,000	34,500,000	-	1,658	1,592
57	Nordheim ISD	3,750,000	3,750,000	-	75	18
58	Onalaska ISD	15,000,000	-	15,000,000	140	178
59	Palo Pinto ISD	3,000,000	3,000,000	-	34	17
60	Peaster ISD	3,000,000	-	3,000,000	106	113
61	Pittsburg ISD	10,000,000	10,000,000	-	605	258
62	Plains ISD	17,000,000	17,000,000	-	249	125
63	Pleasanton ISD	85,000,000	-	85,000,000	477	604
64	Plemons-Stinnett-Phillips CISD					
	Prop 1 - Facility Improvements & Buses	2,300,000	2,300,000	-	---	---
	Prop 2 - School Buildings/Sport Complex	30,000,000	30,000,000	-	160	159

Source: Municipal Advisory Council of Texas and Various Other Sources including, District Records and Various Websites.

Texas School District Bond Election Results
May 11, 2013



Texas School District Bond Election Results – May 11, 2013 (Continued)						
No.	Issuer	Election Amount	Amount Approved	Amount Failed	Unofficial Votes For	Unofficial Votes Against
65	Port Aransas ISD	\$ 3,500,000	\$ 3,500,000	\$ -	405	120
66	Poth ISD	3,900,000	3,900,000	-	201	119
67	Rankin ISD	4,915,000	4,915,000	-	79	15
68	Rocksprings ISD	2,500,000	2,500,000	-	239	207
69	Ropes ISD	5,000,000	5,000,000	-	143	74
70	Roscoe ISD	3,500,000	3,500,000	-	158	57
71	Sabine ISD	19,830,000	19,830,000	-	1,039	543
72	Sam Rayburn ISD	6,000,000	-	6,000,000	97	181
73	San Marcos CISD					
	Prop 1 - School Building & Security	58,580,000	58,580,000	-	1,689	1,187
	Prop 2 - Athletic Stadium	18,400,000	18,400,000	-	1,498	1,384
74	Schertz-Cibolo-Universal City ISD	92,000,000	92,000,000	-	686	477
75	Silsbee ISD	29,500,000	-	29,500,000	301	314
76	Sinton ISD	18,000,000	18,000,000	-	758	642
77	Strawn ISD	5,000,000	-	5,000,000	63	158
78	Tom Bean ISD	10,000,000	10,000,000	-	352	110
79	Tomball ISD	160,000,000	160,000,000	-	1,209	442
80	Tyler ISD	160,500,000	160,500,000	-	5,459	3,250
81	Valley View ISD	12,000,000	-	12,000,000	282	293
82	Wall ISD	20,000,000	-	20,000,000	345	353
83	Weatherford ISD	107,300,000	-	107,300,000	1,745	3,873
84	Wellman-Union CISD	19,000,000	19,000,000	-	104	42
85	Wheeler ISD	6,000,000	6,000,000	-	229	38
86	Whiteface CISD	15,000,000	15,000,000	-	95	45
87	Whitesboro ISD	10,770,000	-	10,770,000	280	380
88	Wimberley ISD	25,400,000	25,400,000	-	981	740
TOTALS:		\$4,009,495,000	\$2,948,296,000	\$1,061,199,000		

Source: Municipal Advisory Council of Texas and Various Other Sources including, District Records and Various Websites.

Texas School District Bond Election Results

May 11, 2013



Recent Texas School District Bond Sales Involving BOSC, Inc. – Year 2013



\$70,645,000.00*
 Carrollton-Farmers Branch ISD
 Unlimited Tax School Building
 Bonds, Series 2013A and
 Refunding Bonds, Series 2013B



\$27,700,000.00
 Corsicana ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$21,164,985.40
 Crowley ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$145,845,000.00
 Cypress-Fairbanks ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$69,430,000.00
 Deer Park ISD
 Limited Tax School Building
 & Refunding Bonds,
 Series 2013



\$62,405,000.00
 Eagle Mountain-Saginaw ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013-A & Series 2013-B



\$34,860,000.00*
 Eanes ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$121,595,000.00
 Ector County ISD
 Unlimited Tax
 School Building Bonds,
 Series 2013



\$56,075,000.00
 El Paso ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$92,315,000.00*
 Frisco ISD
 Unlimited Tax School Building
 & Refunding Bonds and
 Refunding Bonds, Series 2013



\$30,500,000.00
 Graham ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013A&B



\$66,240,000.00
 Grapevine-Colleyville ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013-A & Series 2013-B



\$53,650,000.00*
 Hays Consolidated ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$32,200,000.00
 Humble ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013A & Series 2013B



\$44,850,000.00
 Hutto ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$66,145,000.00
 Irving ISD
 Unlimited Tax
 Refunding Bonds,
 Taxable Series 2013



\$106,785,000.00
 Klein ISD
 Unlimited Tax School Building
 & Refunding Bonds,
 Series 2013A&B



\$104,600,000.00
 Lake Travis ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$68,060,000.00
 Lewisville ISD
 Unlimited Tax Refunding Bonds,
 Series 2013-A, Series 2013-B and
 Taxable Series 2013-C



\$48,240,000.00
 Manor ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$171,280,000.00
 Mansfield ISD
 Unlimited Tax Refunding Bonds,
 Series 2013-A, Series 2013-B and
 Taxable Series 2013-C



\$70,175,000.00
 Midland ISD
 Unlimited Tax School Building
 & Refunding Bonds,
 Series 2013



\$226,360,000.00
 Pasadena ISD
 Unlimited Tax School Building
 & Refunding Bonds,
 Series 2013



\$53,505,000.00
 Pearland ISD
 Unlimited Tax Refunding Bonds,
 Series 2013A and
 Taxable Series 2013B



\$73,960,000.00*
 Richardson ISD
 Unlimited Tax School Building
 & Refunding Bonds,
 Series 2013



\$72,284,997.55
 Rockwall ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$22,665,000.00
 United ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013



\$40,160,141.90
 White Settlement ISD
 Unlimited Tax
 Refunding Bonds,
 Series 2013

* Preliminary, subject to change.

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Council Agenda Background

<u>PRESENTER:</u> Beverly Griffith, City Manager Clifford Blackwell, CGFO, Director of Admin Services	<u>DATE:</u> 07/23/13
Work Session	
<u>ITEM:</u> Discussion regarding the upcoming bond sale scheduled for August 27, 2013. City Manager Review: _____	
<u>DISCUSSION:</u> At the City Council work session on June 12, Council directed to move forward with scheduling a general obligation bond sale to fund two projects that were approved by the voters in November of 2001. Those projects are the reconstruction of Dora Street and the extension of the Bedford walking trails from Meadow Park to Forest Ridge Drive. The total principal amount of bonds to be issued is \$1.675 million. Concurrent with this bond sale, scheduled for August 27, 2013, we are also planning to issue General Obligation Refunding bonds in the approximate amount of \$3.4 million. Anticipated interest savings from this transaction is approximately \$260,000 over 10 years, beginning in FY 2014. Cliff Blackwell, Director of Administrative Services, will present detailed information regarding this plan at the City Council work session, including the fiscal impact to the upcoming budget. If City Council concurs with the staff recommendation to move forward with both these transactions, staff will move forward with document preparation, bond rating process and required legal notifications.	
<u>ATTACHMENTS:</u> N/A	



Council Agenda Background

PRESENTER: Beverly Griffith, City Manager

DATE: 07/23/13

Work Session

ITEM:

Discussion regarding conducting a resident satisfaction survey.

City Manager Review: _____

DISCUSSION:

This work session item was placed on the agenda as a follow-up to the discussion held at the July 9 regular Council meeting. Citizen satisfaction surveys from the Cities of North Richland Hills, Southlake and Bedford are attached.

ATTACHMENTS:

Surveys from North Richland Hills, Southlake and Bedford.

Telephone and Web Survey Instrument

Hello, my name is _____. I'm calling from the Survey Research Center at the University of North Texas. The City of North Richland Hills is conducting a survey of its citizens and I would like to talk with any female/male age 18 or older. **(TO RESPONDENT)** The City is conducting a survey to determine how citizens rate City services. The questions that I want to ask you will take about 15 minutes and your answers will be useful to the City as it develops programs and budgets for the future. All of your answers will be kept confidential. This project has been reviewed by the UNT Committee for the Protection of Human Subjects. If you have any questions, please call 1-800-687-7055.

1. To be sure that we are speaking with people in all parts of the city, can you first give me your zip code?
(DO NOT READ RESPONSES WHEN ALL IN CAPS)

1. 76180
2. 76034
3. 76054
4. 76053
5. 76118
6. 76117
7. 76148
8. 76182
9. 76248
10. OTHER(TERMINATE INTERVIEW)
99. DK/NR (TERMINATE INTERVIEW)

1A. That zip code covers more than one city. Can you tell me the name of the city you live in?

1. NORTH RICHLAND HILLS
 2. BEDFORD
 3. COLLEYVILLE
 4. EULESS
 5. HALTOM CITY
 6. HURST
 7. KELLER
 8. RICHLAND HILLS
 9. WATAUGA
 10. OTHER
 99. DK/NR
- IF ANSWER IS NOT "NORTH RICHLAND HILLS" TERMINATE INTERVIEW

2. How long have you lived in North Richland Hills?

1. LESS THAN 3 MONTHS **(TERMINATE INTERVIEW)**
2. NO LONGER LIVE IN NORTH RICHLAND HILLS **(TERMINATE INTERVIEW)**
3. 3 TO 12 MONTHS
4. 1-5 YEARS
5. 6-10 YEARS
6. MORE THAN 10 YEARS
9. NR/DK

Quality of Life

3. Generally, would you rate the quality of life in North Richland Hills as excellent, good, fair, or poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

4. In terms of cleanliness, quality of houses, and general appearance, would you rate the condition of North Richland Hills as excellent, good, fair, poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

5. In terms of the appearance of City Hall and other city buildings, would you rate them as excellent, good, fair or poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

INTERVIEWER: IF ASKED, CITY BUILDINGS INCLUDE CITY HALL, MUNICIPAL COURT AND THE POLICE DEPARTMENT.

6. Have you been to City Hall, municipal court or the police department in the past four years?
1. YES 2. NO (SKIP TO Q9) 9. DK/NR

7. How easy was it to find the correct building? Would you say
1. Very easy 2. Easy 3. Somewhat easy 4. Not easy [SPECIFY WHY] 9. NR/DK

8. How easy was it to find the office to conduct your business ? Would you say
1. Very easy 2. Easy 3. Somewhat easy 4. Not easy [SPECIFY WHY] 9. NR/DK

Parks and Recreation

Our next set of questions are regarding parks and recreational facilities and programs.

9. Would you rate city parks overall as excellent, good, fair, or poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

10. Generally, would you rate North Richland Hills recreation facilities as excellent, good, fair or poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

11. How would you rate the City's recreational programs? Would you rate them as excellent, good, fair, or poor?
1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

12. Have you or a member of your family used a North Richland Hills Park in the past year?
1. Yes 2. No 9. DK/NR

13. Please tell me whether you, or a member of your family, have used any of the following recreation facilities in the past year.

	<u>YES</u>	<u>NO</u>	<u>NR/DK</u>
a. NRH ₂ 0	1	2	9
b. Richland Tennis Center	1	2	9
c. Recreation Center	1	2	9
d. Bursey Road Senior Center	1	2	9
e. Dan Echols Senior Center	1	2	9
f. Iron Horse Golf Course	1	2	9

14. Have you or a member of your family participated in any of the City's recreational programs during the past year?

1. Yes 2. No

Library

15. Have you or a member of your family used the North Richland Hills Public Library in the past year?

- Yes (**ASK Q15A**) No (**SKIP To Q16**) **9. NR/DK**

15A. Generally, would you rate the services provided at the North Richland Hills Public Library as excellent, good, fair, or poor?

1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [**SPECIFY**] 9. NR/DK

Neighborhood Services and Public Works

16. How often would you say you have seen the following problems in your City? Have you seen _____ frequently, sometimes, rarely or never? How about . . .

	Frequently	Sometimes	Rarely	Never	NR/DK
a. Litter	1	2	3	4	9
b. High grass and weeds	1	2	3	4	9
c. Junk vehicles	1	2	3	4	9
d. Stray Animals	1	2	3	4	9
e. Drainage or Flooding Problems	1	2	3	4	9
f. Substandard or Deteriorating Housing	1	2	3	4	9
g. Fences in disrepair	1	2	3	4	9
h. Properties with junk or debris in yard or driveway	1	2	3	4	9
i. Vehicles parked in yards or on the grass	1	2	3	4	9
j. A lack of sidewalks or sidewalks in disrepair	1	2	3	4	9
k. Potholes	1	2	3	4	9
l. Dead animals in roadway	1	2	3	4	9

17. **INTERVIEWER: FOR EACH PROBLEM THEY HAVE SEEN FREQUENTLY ASK:** You mentioned that you see _____ frequently? Can you tell me the street name or the area of the city that you have seen this problem? **Interviewer:** Probe for specific location.

Problem (list):

1. _____
2. _____
3. _____
4. _____

Emergency Services

18. Now please think about emergency services in North Richland Hills. Overall how would you rate the service provided by the police department? Would you rate it as excellent, good, fair, or poor?

1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

19. Would you rate the city's police visibility as excellent, good, fair, or poor?

1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

20. Do you feel very safe, somewhat safe, or not very safe living in your neighborhood?

1. VERY SAFE 2. SOMEWHAT SAFE 3. NOT VERY SAFE 9. NR/DK

21. Now we will discuss the Fire Department. Overall how would you rate the service provided by the Fire Department? Would you rate it as excellent, good, fair, or poor?

1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

22. Thinking more about public safety, how well is the city doing in the following areas:

	Excellent	Good	Fair	Poor [Specify]	NR/DK
a. Crime Prevention	1	2	3	4	9
b. Fire Prevention	1	2	3	4	9
c. Emergency Preparedness	1	2	3	4	9
d. Informing residents about emergencies or severe weather	1	2	3	4	9
e. Traffic Law Enforcement	1	2	3	4	9
f. Municipal Court	1	2	3	4	9

23. I am going to read a list of services that the city provides to its residents. For each of the services, rate the City's performance on each service as excellent, good, fair or poor. The first is maintenance of parks. Would you rate the city's maintenance of parks as excellent, good, fair, or poor? [Ask why for each poor rating].

	Excellent	Good	Fair	Poor [Specify]	NR/DK
a. Maintenance of parks	1	2	3	4	9
b. Maintenance of landscaped medians and rights-of-way	1	2	3	4	9
c. Condition of Residential Streets	1	2	3	4	9
d. Condition of non-residential or major streets	1	2	3	4	9
e. Animal control	1	2	3	4	9
f. Garbage collection	1	2	3	4	9
g. Recycling	1	2	3	4	9
h. Code enforcement	1	2	3	4	9

24. We have talked about a number of City services so far. Now I am going to mention some of those services again. After I mention each service please tell me whether that service needs much, some, or no improvement.

Service (ROTATE LIST)	Much	Some	No	NR/DK
a. Garbage Collection	1	2	3	9
b. Recycling Collection	1	2	3	9
c. Maintenance of residential streets	1	2	3	9
d. Maintenance of non-residential or major streets	1	2	3	9
e. Library Services	1	2	3	9
f. Recreational Programming	1	2	3	9
g. Park Maintenance	1	2	3	9
h. Police Protection	1	2	3	9
i. Fire Protection	1	2	3	9
j. Code Enforcement	1	2	3	9
k. Landscaping/beautification	1	2	3	9
l. Animal control	1	2	3	9
m. Water Service	1	2	3	9
n. Storm Drainage	1	2	3	9
o. Senior Citizen Center Services	1	2	3	9
p. Ambulance Services	1	2	3	9

25. **INTERVIEWER: FOR EACH SERVICE WHERE MUCH IMPROVEMENT IS NEEDED ASK:**

You mentioned that _____ needs improvement? Can you tell me what needs improving?

Service (list):

1. _____
2. _____
3. _____
4. _____

26. We'd like to know what city services are most important to you. After I mention each service, please tell me if it is very important, somewhat important or not important.

Service (ROTATE LIST)	Very Important	Somewhat Important	Not Important	NR/DK
a. Library Services	1	2	3	9
b. Recreational Services	1	2	3	9
c. Parks	1	2	3	9
d. Community Special Events	1	2	3	9
e. Code Enforcement	1	2	3	9
f. Landscaping/beautification	1	2	3	9
g. Animal control	1	2	3	9
h. Restaurant Inspections	1	2	3	9
i. Senior Citizen Center Services	1	2	3	9
j. Recycling Collection	1	2	3	9

27. Are there any services provided by the city that you think are unnecessary and should be eliminated?
 1. Yes [SPECIFY] 2. No 9. NR/DK

Traffic

28. How would you rate the traffic flow on major City streets. Would you rate it as excellent, good, fair, or poor?
 1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

29. How would you rate traffic signal timing on major City streets. Would you rate it as excellent, good, fair, or poor?
 1. EXCELLENT 2. GOOD 3. FAIR 4. POOR [SPECIFY] 9. NR/DK

Communications

30. Do you think you get enough information about City programs and services?
 1. Yes 2. No 9. NR/DK

31. Have you or a member of your household visited North Richland Hills's web site www.nrhtx.com?
 1. Yes 2. No (SKIP TO Q29) 9. NR/DK

31A. Were you or your household member able to find the information that you needed on www.nrhtx.com?
 1. Yes 2. No 9. NR/DK

32. How do you prefer to receive information from the City?

- a. Printed Newsletters
- b. Monthly Water Bill Inserts
- c. City's Website
- d. Citicable NRH (the city's cable channel)
- e. E-Newsletters / E-Mail
- f. Facebook
- g. Twitter
- h. Other [Specify]

33. Where do you get most of your news about North Richland Hills

a. City newsletter
b. City Cable Channel
c. E-newsletters / E-mails
d. Water bill inserts
e. Fort Worth Star-Telegram or other newspaper
f. Local television news
g. Calling the city
h. Through word of mouth
i. City Web Site
j. Other Web Sites
k. Facebook
l. Twitter
m. Other [specify]
99. DK/NR

Economic Development

34. What business would you like to see move to North Richland Hills? (IF A TYPE OF BUSINESS IS MENTIONED PROBE FOR BRAND NAME)

Contact with City Staff

35. Now I would like to ask you about contacts you have had with City staff . Have you or a member of your household contacted the City of North Richland Hills about a complaint, request for service, or for information in the past 12 months?

- 1. Yes (ASK Q35A-35C)
- 2. NO (SKIP TO Q36)
- 9. NR/DK

35A. Who in the City did you contact, what person or office?

- | | |
|--------------------------|---------------------------|
| 1. CITY MANAGER'S OFFICE | 9. PARKS AND RECREATION |
| 2. MAYOR OR COUNCIL | 10. ANIMAL CONTROL |
| 3. PUBLIC WORKS | 11. NEIGHBORHOOD SERVICES |
| 4. PLANNING/ZONING | 12. ECONOMIC DEVELOPMENT |
| 5. INSPECTIONS | 13. WATER/UTILITY BILLING |
| 6. POLICE | 14. MUNICIPAL COURT |
| 7. FIRE | 15. OTHER, _____ |
| 8. LIBRARY | 99. NR/DK |

35B. Were you generally satisfied with the results you got?

- | | | |
|--------------|------------------|----------|
| 1. SATISFIED | 2. NOT SATISFIED | 9. NR/DK |
|--------------|------------------|----------|

35C. Were the people you contacted courteous and helpful or not courteous and helpful when you called?

- | | | |
|-----------------|--------------------|----------|
| 1. YES, HELPFUL | 2. NO, NOT HELPFUL | 9. NR/DK |
|-----------------|--------------------|----------|

Profile

36. Now for the last few questions, I would like to ask you several things about yourself so that we can develop a general profile of our sample. First of all, are you between the ages of . . .

(INTERVIEWER: CODE RESPONSE INTO CORRECT CATEGORY)

- | | |
|----------|----------------|
| 1. 18-25 | 5. 61-70 |
| 2. 26-35 | 6. 71 and over |
| 3. 36-45 | 9. NR/DK |
| 4. 46-60 | |

37. Are you employed fulltime, part-time, presently unemployed, retired, or are you a student, or homemaker?

- | | |
|---------------|--------------|
| 1. FULLTIME | 5. STUDENT |
| 2. PART-TIME | 6. HOMEMAKER |
| 3. UNEMPLOYED | 9. NR/DK |
| 4. RETIRED | |

38. How many years of education have you completed?

- | | |
|---------------------|----------------------------|
| 1. 8 OR LESS | 5. COLLEGE GRAD |
| 2. SOME HIGH SCHOOL | 6. GRAD SCHOOL/GRAD DEGREE |
| 3. HIGH SCHOOL GRAD | 9. NR/DK |
| 4. SOME COLLEGE | |

39. I am going to read several different income categories. Without telling me your exact income, into which category did your total household income for the past year fall?

- | | |
|--------------------|------------------------|
| 1. Under \$10,000 | 5. \$75,001-100,000 |
| 2. \$10,001-25,000 | 6. \$100,001-125,000 |
| 3. \$25,001-50,000 | 7. \$125,001 – 150,000 |
| 4. \$50,001-75,000 | 8. OVER \$150,000 |
| | 9. DK/NR |

40. Please tell me if you have any children living at home in the following age groups.

- | | | | |
|-----------------------|------------|-----------|--------------|
| | <u>YES</u> | <u>NO</u> | <u>NR/DK</u> |
| Less than 6 years old | 1 | 2 | 9 |

6-12 years old 1 2 9
13-18 years old 1 2 9

41. Do you own your home or do you rent?
1. OWN 2. RENT 3. RENT FREE SITUATION 9. NR/DK

42. Looking ahead for the next several years, do you plan on remaining in North Richland Hills?
1. Yes (**SKIP TO Q43**) 2. No (**ASK Q42A**) 9. NR/DK

42A. What is the primary reason causing you to consider leaving North Richland Hills?

1. CONGESTION
2. CRIME
3. JOB RELOCATION
4. PROPERTY TAXES ARE TOO HIGH
5. ACCESS TO PUBLIC SCHOOLS
6. WANT BIGGER HOUSING
7. WANT NEWER HOUSING
8. CLOSER TO JOB
9. MOVE TO SMALLER CITY
10. MOVE CLOSER TO FAMILY/FRIENDS
11. WANT TO LIVE IN COUNTRY/OWN LAND
12. OTHER, _____
99. DK/NR

43. Would you recommend North Richland Hills as a good place to live to a friend or family member?
1. Yes 2. No [**SPECIFY**] 9. NR/DK

44. What is the best thing about living in North Richland Hills?

Thank you very much for your time and cooperation. We believe that this project will help City officials provide better services to all citizens.

45. INTERVIEWER: RECORD GENDER OF RESPONDENT

1. FEMALE 2. MALE 9. NR/DK

2011
CITY OF SOUTHLAKE
CITIZEN SURVEY
RESULTS
AT-A-GLANCE



The 2011 Citizen Survey was posted on the City’s website. Residents were invited to participate via a number of communication means including the City’s automated phone system, email invitations to board and commission members, and SPIN communication.

Unless otherwise noted, the total 2011 respondents for each question is 812.

SECTION 1: INTRODUCTION

Thank you for agreeing to participate in our survey. Your input is very valuable to the City Of Southlake. It will take about 20 minutes to complete.

SECTION 2: RESIDENCE INFORMATION

S3 What is the number of the SPIN Area where you live?

Area 1	5%
Area 2	9%
Area 3	5%
Area 4	2%
Area 5	9%
Area 6	8%
Area 7	7%
Area 8	6%
Area 9	24%
Area 10	20%
Area 11	4%



SECTION 3: QUALITY OF LIFE AND COMMUNITY

Q1A How would you classify the following aspects of quality of life in Southlake?

	Excellent	Very Good	Good	Fair	Poor
Southlake as a place to live	58%	33%	7%	1%	0%
Your neighborhood as a place to live	58%	33%	7%	1%	1%
Southlake as a place to raise children	61%	29%	8%	1%	0%
Southlake as a place to work	32%	36%	23%	7%	2%
Southlake as a place to retire	18%	21%	31%	23%	8%
The overall quality of life in Southlake	54%	36%	9%	1%	0%

Q2 During the time you have lived in Southlake, do you believe that, as a community in which to live, Southlake has...?

Improved	63%
Stayed the Same	25%
Gotten Worse	12%



Q4 If the City government could change one thing to make Southlake a better place to live, now and in the future, what change would you like to see? (n = 808)



2011 CITIZEN SURVEY

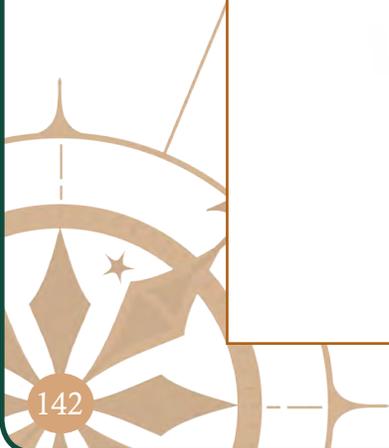
RESULTS AT-A-GLANCE

Q5 Please rate the following phrases according to how well you think they describe the City of Southlake. Rate each phrase from "1" to "7," where "1" means "fits least with my image of the City" and "7" "fits best with my image of the City."

	1 - Fits Least	2	3	4	5	6	7 = Fits Best
Beautiful parks / open spaces	2%	3%	6%	13%	20%	29%	26%
Environmental / sustainable	6%	6%	7%	18%	23%	25%	15%
Excellent school system	2%	1%	2%	4%	7%	24%	60%
Financially sound	2%	2%	4%	11%	18%	35%	28%
Innovative and progressive	3%	4%	7%	14%	21%	30%	20%
Quality shopping	2%	1%	2%	6%	14%	35%	39%
Safe and secure	2%	1%	1%	3%	10%	37%	46%
Vibrant neighborhoods	2%	3%	3%	8%	20%	36%	28%



Q6 Now, thinking about the City of Southlake overall, what would you say is the most important issue facing Southlake today? (n = 809)

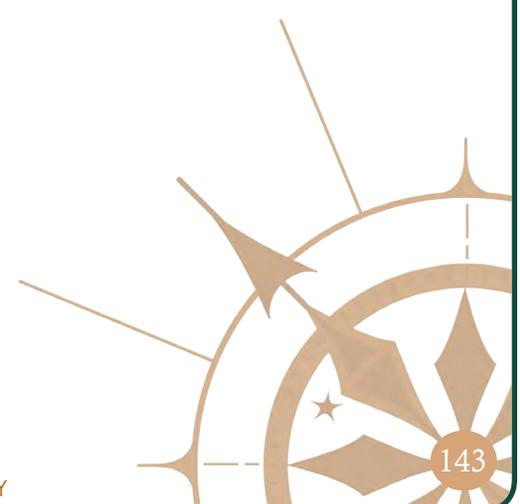


2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q19 How would you rate the City's performance in the following activities?

	Excellent	Very Good	Good	Fair	Poor
Achieving the highest standards in safety and security	35%	45%	17%	2%	1%
Attracting and keeping top-tier businesses to drive a dynamic and sustainable environment	15%	37%	31%	15%	3%
Promoting opportunities for partnerships and volunteer involvement	20%	39%	32%	8%	1%
Providing attractive and unique spaces for enjoyment of personal interests	23%	36%	29%	10%	1%
Providing travel convenience within the city	7%	19%	29%	28%	17%



SECTION 4: CITY SERVICES

Q20 How important are the following services to you?

	Very important	Somewhat important	Neither important or unimportant	Somewhat unimportant	Not important at all
Attract businesses and jobs to the area	60%	32%	6%	2%	1%
Attract tourism to the area	21%	38%	24%	10%	7%
Create a diversified vibrant and sustainable economy through attraction and support of businesses	64%	30%	4%	2%	1%
Develop and implement programs to retain and support existing businesses	62%	32%	6%	1%	0%
Provide code enforcement services	47%	40%	10%	2%	0%
Manage growth and development	81%	17%	2%	0%	0%
Enforce traffic laws	48%	39%	8%	4%	1%
Inform the public on how to prevent becoming victims of crime	33%	44%	18%	4%	1%
Patrol neighborhoods, buildings, and businesses to ward off criminals	76%	21%	3%	0%	0%
Respond to calls for police service	93%	6%	1%	0%	0%
Prepare the City for emergencies	71%	25%	3%	1%	0%
Provide animal control services	36%	48%	13%	2%	1%

2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q20 How important are the following services to you? (continued)

	Very important	Somewhat important	Neither important or unimportant	Somewhat unimportant	Not important at all
Provide emergency medical services (ambulance)	88%	10%	1%	0%	0%
Provide fire services	93%	6%	1%	0%	0%
Maintain local streets and roads	84%	15%	1%	0%	0%
Provide pedestrian pathways (sidewalks, trails)	69%	22%	6%	2%	1%
Manage traffic congestion	85%	13%	1%	0%	0%
Manage storm water drainage	73%	22%	4%	0%	0%
Manage trash and recycling collection	81%	16%	2%	0%	0%
Provide water service	88%	10%	1%	0%	0%
Provide sewer service	80%	15%	3%	1%	1%
Maintain appearance of parks, landscapes and facilities	68%	29%	3%	0%	0%
Provide a variety of parks and recreation facilities	60%	33%	5%	2%	0%
Provide a variety of recreation programs	45%	41%	10%	3%	1%
Provide library services	56%	31%	8%	3%	2%
Provide senior services	29%	41%	19%	5%	5%
Provide special community events	35%	47%	13%	4%	1%

Q20 How important are the following services to you? (continued)

	Very important	Somewhat important	Neither important or unimportant	Somewhat unimportant	Not important at all
Provide local election information	45%	40%	12%	2%	0%
Manage open records requests	26%	39%	28%	5%	2%
Provide SPIN services	19%	45%	28%	5%	3%
Provide a variety of avenues for citizen involvement	32%	48%	16%	3%	1%
Provide information on www.CityofSouthlake.com	43%	42%	12%	2%	1%
Provide information on www.MySouthlakeNews.com	29%	43%	21%	4%	3%
Provide information on the City's cable channel	9%	26%	36%	15%	13%
Provide online video on demand services for City meetings	12%	31%	36%	11%	10%



2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q21 How satisfied are you with the job the City is doing to provide each of the following services?

	Very satisfied	Somewhat satisfied	Neither satisfied nor dissatisfied	Somewhat dissatisfied	Very dissatisfied
Attract businesses and jobs to the area	25%	38%	25%	10%	1%
Attract tourism to the area	22%	25%	49%	4%	1%
Create a diversified vibrant and sustainable economy through attraction and support of businesses	28%	39%	24%	8%	1%
Develop and implement programs to retain and support existing businesses	24%	36%	32%	8%	1%
Provide code enforcement services	32%	31%	31%	5%	1%
Manage growth and development	27%	38%	17%	15%	4%
Enforce traffic laws	40%	30%	20%	8%	3%
Inform the public on how to prevent becoming victims of crime	27%	31%	40%	2%	0%
Patrol neighborhoods, buildings, and businesses to ward off criminals	45%	35%	15%	4%	1%
Respond to calls for police service	63%	20%	15%	1%	1%
Prepare the City for emergencies	40%	29%	29%	2%	0%
Provide animal control services	32%	26%	36%	4%	2%

Q21 How satisfied are you with the job the City is doing to provide each of the following services?

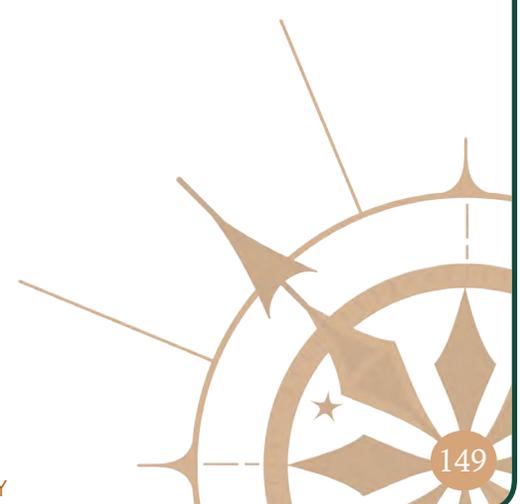
	Very satisfied	Somewhat satisfied	Neither satisfied nor dissatisfied	Somewhat dissatisfied	Very dissatisfied
Provide emergency medical services (ambulance)	62%	18%	19%	0%	0%
Provide fire services	68%	19%	13%	0%	0%
Maintain local streets and roads	31%	41%	12%	13%	4%
Provide pedestrian pathways (sidewalks, trails)	21%	32%	15%	21%	11%
Manage traffic congestion	14%	30%	11%	32%	13%
Manage storm water drainage	51%	30%	14%	3%	2%
Manage trash and recycling collection	65%	26%	6%	3%	1%
Provide water service	58%	26%	7%	5%	4%
Provide sewer service	64%	22%	11%	1%	1%
Maintain appearance of parks, landscapes and facilities	55%	34%	7%	3%	0%
Provide a variety of parks and recreation facilities	44%	38%	11%	7%	2%
Provide a variety of recreation programs	42%	33%	20%	5%	1%
Provide library services	45%	30%	18%	6%	1%
Provide senior services	20%	21%	54%	3%	1%
Provide special community events	44%	33%	20%	2%	0%

2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q21 How satisfied are you with the job the City is doing to provide each of the following services?

	Very satisfied	Somewhat satisfied	Neither satisfied nor dissatisfied	Somewhat dissatisfied	Very dissatisfied
Provide local election information	30%	32%	35%	3%	1%
Manage open records requests	18%	17%	63%	1%	0%
Provide SPIN services	29%	21%	49%	1%	0%
Provide a variety of avenues for citizen involvement	30%	30%	36%	4%	0%
Provide information on www.CityofSouthlake.com	39%	26%	32%	2%	0%
Provide information on www.MySouthlakeNews.com	35%	25%	39%	1%	0%
Provide information on the City's cable channel	16%	16%	65%	2%	1%
Provide online video on demand services for City meetings	18%	14%	66%	1%	0%



Q18 Overall, how satisfied are you with the job the City is doing to provide services?

Very satisfied	44%
Somewhat satisfied	48%
Neither satisfied nor dissatisfied	6%
Somewhat dissatisfied	2%
Very dissatisfied	0%

Q28 You previously indicated some level of dissatisfaction with the provision of sidewalks and trails in Southlake. What is your level of agreement with the following statement: "The City is taking steps to meet the need for additional sidewalks and trails." (n = 258)

Agree completely	5%
Agree somewhat	40%
Neither agree nor disagree	14%
Disagree somewhat	34%
Disagree completely	7%

Q8 How would you rate the following services provided by the City's trash and recycling contractor in the past 12 months?

	Excellent	Very Good	Good	Fair	Poor
Garbage and recycling collection	62%	26%	9%	2%	1%
Bulk solid waste collection	50%	26%	17%	4%	2%
Curbside leaf recycling collection	45%	29%	18%	5%	3%



Q9 You described your experience with the City's trash and recycling contractor as poor or fair. Please take a moment to describe your experience with the City's trash and recycling contractor. (n = 24)



SECTION 5: SAFETY & SECURITY

Q14 Which, if any, of the following do you believe is your responsibility in addressing crime?

Be aware of surroundings	98%
Secure personal property	97%
Report crime	97%
Report suspicious person or activity	96%
Assist victims needing help	87%
Assist officers needing help	73%
Participate in neighborhood watch programs	65%
Avoid involvement	20%
None	0%

Q15 What is your perception of serious crime in Southlake?

Crime has significantly increased	3%
Crime has increased slightly	27%
Crime has remained the same	62%
Crime has decreased slightly	7%
Crime has decreased significantly	1%

Q16 Overall, how safe do you feel walking in your neighborhood alone during the day?

Extremely safe	72%
Very safe	24%
Somewhat safe	3%
Not very safe	0%
Not safe at all	0%

Q17 Overall, how safe do you feel walking in your neighborhood alone during the evening?

Extremely safe	32%
Very safe	43%
Somewhat safe	23%
Not very safe	2%
Not safe at all	0%

SECTION 6: CUSTOMER SERVICE

Q30 Have you had contact with a city employee in the last year?

Yes	77%
No	23%

Q33 Thinking about your most recent contact with a City employee, in which department did the employee work? (n = 626)

Animal control	3%
City Secretary's Office	4%
Code Enforcement	6%
Emergency Medical Services/ambulance	3%
Fire services	3%
Library	16%
Municipal courts	4%
Parks and recreation	11%
Planning	4%
Police services	15%
Public Works	8%
Senior citizens' services	2%
Special events	1%
SPIN Services	1%
Storm water drainage	1%
Street Maintenance	1%
Trash and recycling collection	3%
Utility billing office	8%
Building services and inspections	3%
Public information / communication	1%
Some other department	3%



Q34 Please rate your agreement with the following statements about your contact with City employees.

	Agree completely	Agree somewhat	Neither agree nor disagree	Disagree somewhat	Disagree completely
The employee was courteous	80%	10%	5%	2%	2%
My request was directed to the correct department	70%	10%	16%	1%	2%
The employee seemed concerned about my issue	68%	13%	9%	4%	5%
The employee asked adequate and appropriate questions to understand my issue	72%	11%	10%	4%	3%
If the correct employee was not initially available, he or she returned my call within a reasonable amount of time	51%	10%	34%	3%	3%
The employee showed pride and concern for the quality of the work	70%	14%	10%	4%	2%
The employee represented the City in a positive manner	76%	11%	5%	4%	3%



Q35 You indicated some level of dissatisfaction with the City's customer service. Please provide any comments or feedback that you would like to share about your experience. (n = 68)



Q37 You mentioned previously that you have contacted an employee in the Police Department. Did you contact them to report an incident/crime? (n = 96)

Yes	35%
No	65%

Q38 How satisfied were you with the time it took for an officer to respond to your call? (n = 34)

Very satisfied	76%
Somewhat satisfied	15%
Neither satisfied nor dissatisfied	6%
Somewhat dissatisfied	0%
Very dissatisfied	3%

Q39 Would you say the officer was...? (n = 34)

Very professional	79%
Somewhat professional	12%
Neither professional or unprofessional	3%
Somewhat unprofessional	6%
Very unprofessional	0%



Q40 Do you have any other comments or messages you would like to share with the Police Department about this issue? (n = 19)

good work

quick response

SECTION 7: MOBILITY

Q41 This question deals with traffic circulation or the ability to drive around Southlake without encountering long delays. How would you rate the traffic conditions in the following areas of the City?

	Excellent	Very Good	Good	Fair	Poor
In town overall	6%	24%	35%	25%	10%
On the way into or out of town	5%	17%	25%	31%	22%
On major streets (not currently under construction)	7%	24%	34%	24%	11%
In residential areas	31%	42%	21%	5%	2%



SECTION 8: COMMUNICATION

Q46 What is your level of agreement with the following statement: "I feel more informed about the City and its services than I did one year ago."

Agree completely	22%
Agree somewhat	35%
Neither agree nor disagree	37%
Disagree somewhat	5%
Disagree completely	1%

Q46A How often, if ever, have you or other household members utilized the following to find out about City of Southlake news, information and programming?

	Daily	Two or three times per week	Once per week	Three times per month	Twice per month	Monthly or less often	Never Use / Not aware of service
City of Southlake website (www.CityofSouthlake.com)	2%	5%	12%	12%	19%	44%	6%
MySouthlakeNews.com	3%	7%	16%	7%	12%	28%	28%
City of Southlake cable channel	0%	1%	2%	1%	2%	20%	75%
City of Southlake social media (Facebook, Twitter)	3%	5%	5%	2%	3%	11%	72%
City of Southlake email blast system	3%	6%	17%	7%	9%	23%	34%
Southlake Scene (recreation programs publication)	0%	1%	6%	6%	8%	62%	16%
Connect-CTY automated phone messages	3%	5%	18%	15%	16%	29%	16%
Local newspapers	11%	17%	42%	7%	9%	10%	4%
SPIN Neighborhood Representative	0%	0%	1%	2%	2%	27%	67%

Q54 What information do you access most often on the website? (n = 756)



Q45 Do you have any other comments or messages you would like to share with the City about their communications? (n = 516)

certain types | more time | important info | home phone | text/call cell phone | school zone | other meetings | weather warnings | better job

email blasts | don't like automated messages | email works

good job/communication

like automated messages

cable channel | informative | spin meetings | phone messages | city website | good use/useful | good city employees

city council meetings | important information | more news | city government | police blotter | land line | upcoming meetings



Q64 What types of retail and commercial development would you like to see in Southlake? (n = 660)



2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q74 Please use the box below to let us know anything else you would like to tell the City Manager about Southlake. (n = 509)



SECTION 10: DEMOGRAPHICS

These last few questions are for classification purposes only. It will help us group your answers with those of other residents who may be similar to you.

Q65 How frequently do you vote in city elections?

Always	62%
Sometimes	29%
Rarely	5%
Never	5%

Q66 Do you own or rent your primary residence?

Own	98%
Rent/Lease	2%
Other	1%

Q67 What type of Internet connection do you have in your home?

Dial-up	0%
DSL	9%
Cable modem	11%
T1 or T3	2%
Fiber optic	72%
Other	1%
Don't know	4%



Q68 What is the highest level of education you have completed?

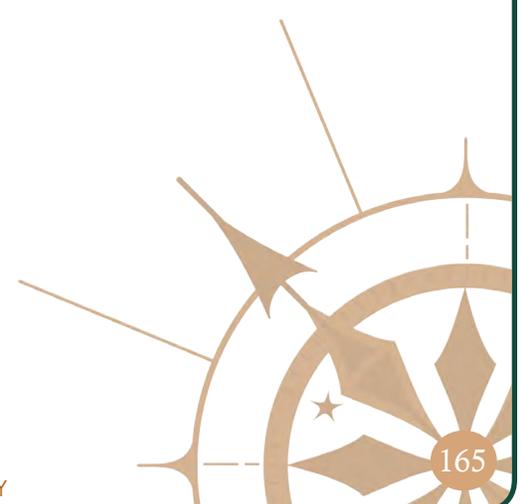
High school	4%
Trade or technical school	4%
Graduated college	47%
Graduate degree or higher	45%

Q69 What is your age?

Under 21	0%
21-29	0%
30-39	10%
40-49	40%
50-59	32%
60-74	16%
75 or over	2%

Q70 Do you consider yourself to be...?

Caucasian or White	86%
African American or Black	1%
Hispanic or Latino	3%
Asian or Pacific Islander	3%
Native American or Alaska Native	0%
Mixed racial background	1%
Prefer not to answer	6%



Q71 How long have you lived in Southlake?

Less than one year	2%
One year, but less than two years	3%
Two years, but less than three years	4%
Three years, but less than four years	6%
Four years, but less than five years	6%
Five years, but less than seven years	14%
Seven years, but less than ten years	16%
Ten years or more	49%

Q72 What is your annual household income, before taxes?

Under \$35,000	1%
\$35,000 but under \$50,000	0%
\$50,000 but under \$75,000	1%
\$75,000 but under \$100,000	3%
\$100,000 but under \$150,000	11%
\$150,000 but under \$200,000	13%
\$200,000 but under \$250,000	11%
\$250,000 but under \$300,000	7%
\$300,000 or more	17%
Prefer not to answer	35%



2011 CITIZEN SURVEY

RESULTS AT-A-GLANCE

Q73 In which of these years have you participated in this survey for the City Of Southlake? (choose all that apply)

This is the first time I have participated	59%
2009	39%
2007	17%
2005	9%
2002	6%
1997	3%





APPENDIX B: SAMPLE QUESTIONNAIRE

PROJECT 1420501

RAYMOND TURCO & ASSOCIATES

MAY 2001

MY NAME IS _____ AND I'M WITH THE SUNRAY RESEARCH GROUP. WE'RE CONDUCTING A CONFIDENTIAL SURVEY THIS EVENING ON ISSUES THAT AFFECT YOUR COMMUNITY. WOULD IT BE ALL RIGHT IF I TOOK A FEW MINUTES OF YOUR TIME TO ASK YOU A FEW QUESTIONS?

AREA	(NORTH OF HARWOOD)	AREA I	1
	(HARWOOD RD. SOUTH TO HWY 183)	AREA II	2
	(SOUTH OF HWY 183)	AREA III	3
SEX		MALE	1
		FEMALE	2

1. FIRST, HOW LONG HAVE YOU LIVED IN BEDFORD?

LESS THAN ONE YEAR	1
1 - 3 YEARS	2
3 - 5 YEARS	3
5 - 7 YEARS	4
7 - 10 YEARS	5
OVER 10 YEARS	6
REFUSE TO ANSWER	7

2. DURING THE TIME YOU HAVE LIVED IN THE CITY, DO YOU THINK THE QUALITY OF LIFE IN YOUR CITY HAS IMPROVED, STAYED THE SAME OR GOTTEN WORSE?

IMPROVED	1
STAYED THE SAME	2
GOTTEN WORSE	3
NO OPINION	4

3. HOW OFTEN DO YOU VOTE IN CITY RELATED ELECTIONS?

ALWAYS	1
OFTEN	2
SELDOM	3
NEVER	4
NO OPINION	5

4. AND WHAT WOULD YOU SAY IS THE MOST CRITICAL PROBLEM FACING YOUR CITY?

5. PLEASE TELL ME HOW SATISFIED OR DISSATISFIED YOU ARE WITH THE WORK YOUR CITY GOVERNMENT HAS DONE IN THE FOLLOWING AREAS

	VS	S	D	VD	NO
A) COMMUNICATING WITH RESIDENTS	1	2	3	4	5
B) ENCOURAGING ECONOMIC GROWTH	1	2	3	4	5
C) MEETING THE CURRENT NEEDS OF RESIDENTS	1	2	3	4	5
D) WORKING TO KEEP TAXES LOW	1	2	3	4	5
E) MAINTAINING QUALITY OF LIFE	1	2	3	4	5
F) MANAGING CITY FUNDS	1	2	3	4	5
G) PLANNING FOR THE FUTURE NEEDS OF RESIDENTS	1	2	3	4	5

6. LET'S TALK ABOUT ROAD SURFACES IN BEDFORD. I AM GOING TO READ SOME STREET TYPES. PLEASE TELL ME IF IN THE PAST TWO YEARS, THE QUALITY OF THESE TYPES OF STREETS HAVE IMPROVED, STAYED THE SAME OR GOTTEN WORSE

	IMPROVED	SAME	WORSE	NO OPINION
A) MAJOR THOROUGHFARES, SUCH AS HARWOOD	1	2	3	4
B) NEIGHBORHOOD STREETS	1	2	3	4
C) TRAFFIC INTERSECTIONS	1	2	3	4

7. YOU PAY TAXES TO SEVERAL ENTITIES. AS I READ EACH OF THEM, PLEASE TELL ME IF THE TAXES YOU PAY TO THEM ARE VERY HIGH, HIGH, ABOUT RIGHT, LOW OR VERY LOW?

	VH	H	AR	L	VL	NO
A) SCHOOL DISTRICT	1	2	3	4	5	6
B) CITY OF BEDFORD	1	2	3	4	5	6
C) TARRANT COUNTY	1	2	3	4	5	6

8. THE CITY COUNCIL RECENTLY FORMED THE BEDFORD 2005 COMMITTEE TO STUDY THE CURRENT AND FUTURE CAPITAL NEEDS OF THE CITY. THE COMMITTEE IS STUDYING HOW TO BEST ADDRESS FACILITIES AND TECHNOLOGY, TRANSPORTATION, COMMUNITY DEVELOPMENT, WATER AND SEWER AND DRAINAGE. IF AN ELECTION WAS HELD TODAY, HOW STRONGLY WOULD YOU SUPPORT OR OPPOSE A BOND ELECTION IN THE RANGE OF \$30 TO \$60 MILLION TO ADDRESS THESE ISSUES?

STRONGLY SUPPORT	1
SUPPORT	2
OPPOSE	3
STRONGLY OPPOSE	4
UNDECIDED/NO OPINION	5

9. IF YOU WERE TO EXPLAIN TO A FRIEND ONE REASON WHY THE BONDS SHOULD BE APPROVED, WHAT REASON WOULD THAT BE?

10. AND IF YOU WERE TO EXPLAIN TO A FRIEND ONE REASON WHY THE BONDS SHOULD BE OPPOSED, WHAT REASON WOULD THAT BE?

11. THE COMMITTEE IS DIVIDED INTO SIX SUB COMMITTEES, EACH REVIEWING SPECIFIC AREAS. AS I READ THE DIFFERENT AREAS BEING REVIEWED, PLEASE TELL ME HOW NECESSARY OR UNNECESSARY EACH IS TO BE INCLUDED IN A BOND PACKAGE.

	VN	N	U	VU	NO
A) IMPROVEMENTS TO CITY STREETS	1	2	3	4	5
B) IMPROVEMENTS TO EXISTING FIRE STATIONS	1	2	3	4	5
C) RENOVATION AND EXPANSION OF CITY HALL	1	2	3	4	5
D) EXPANSION OF THE CITY LIBRARY	1	2	3	4	5
E) EXPANSION OF THE CITY TENNIS FACILITY	1	2	3	4	5
F) REPAIR AND REPLACEMENT OF EXISTING SEWER LINES	1	2	3	4	5
G) CONSTRUCTION OF A COMMUNITY POOL, INCLUDING A CHILDRENS WATER PLAY AREA	1	2	3	4	5
H) IMPROVEMENTS TO DRAINAGE EASEMENTS TO REDUCE FLOODING IN THE CITY	1	2	3	4	5

12. LET ME READ YOU SOME OF THE PROPOSALS BEING RECOMMENDED. PLEASE TELL ME HOW STRONGLY YOU WOULD SUPPORT OR OPPOSE IF YOU COULD VOTE ON EACH

	SS	S	O	SO	NO
A) IMPROVEMENTS TO CITY STREETS	1	2	3	4	5
B) IMPROVEMENTS TO EXISTING FIRE STATIONS	1	2	3	4	5
C) RENOVATION AND EXPANSION OF CITY HALL	1	2	3	4	5
D) EXPANSION OF THE CITY LIBRARY	1	2	3	4	5
E) EXPANSION OF THE CITY TENNIS FACILITY	1	2	3	4	5

	SS	S	O	SO	NO
F) REPAIR AND REPLACEMENT OF EXISTING SEWER LINES	1	2	3	4	5
G) IMPROVEMENTS TO DRAINAGE EASEMENTS TO REDUCE FLOODING IN THE CITY	1	2	3	4	5
H) CONSTRUCTION OF A COMMUNITY POOL, INCLUDING A CHILDRENS WATER PLAY AREA	1	2	3	4	5

13. THE CITY IS STUDYING WAYS TO IMPROVE RECREATIONAL OPPORTUNITIES FOR CITIZENS. ONE SUGGESTION IS TO IMPROVE MEADOWPARK, WHICH IS LOCATED ON LAND OWNED BY THE HEB ISD. HOW STRONGLY WOULD YOU SUPPORT OR OPPOSE THE FOLLOWING

	SS	S	O	SO	NO
A) ENTERING INTO A JOINT VENTURE WITH THE ISD TO IMPROVE THAT FACILITY	1	2	3	4	5
B) ALONG WITH THE ISD, JOINTLY FUNDING THE CONSTRUCTION OF THE FACILITY	1	2	3	4	5
C) ALONG WITH THE ISD, JOINTLY OPERATING THE FACILITY	1	2	3	4	5
D) KEEPING THINGS THE WAY THEY ARE	1	2	3	4	5

14. I WOULD LIKE TO READ YOU A LIST OF POTENTIAL PARKS AND RECREATION PROJECTS. PLEASE TELL ME HOW STRONGLY YOU WOULD SUPPORT OR OPPOSE USING BOND FUNDS FOR THE FOLLOWING

	SS	S	O	SO	NO
A) CONSTRUCTION OF A COMMUNITY POOL, INCLUDING A CHILDRENS WATER PLAY AREA	1	2	3	4	5
B) CONSTRUCTION OF A PARKS MAINTENANCE FACILITY	1	2	3	4	5
C) CONSTRUCTION OF A JOINT ATHLETIC SPORTS COMPLEX AT MEADOWPARK	1	2	3	4	5
D) ENHANCEMENT OF CURRENT PARK FACILITIES	1	2	3	4	5
E) CONSTRUCTION OF A NEW TENNIS FACILITY	1	2	3	4	5
F) CONSTRUCTION OF A FINE ARTS/THEATER CENTER	1	2	3	4	5

15. I'M GOING TO READ YOU SOME STATEMENTS. PLEASE TELL ME HOW STRONGLY YOU AGREE OR DISAGREE WITH THE FOLLOWING STATEMENTS

	SA	A	D	SD	NO
A) I WILL SUPPORT A BOND ELECTION BECAUSE WE MUST PLAN FOR FUTURE GROWTH	1	2	3	4	5
B) I WILL OPPOSE THE BOND ELECTION BECAUSE I DON'T WANT MY TAXES INCREASING	1	2	3	4	5
C) I WILL SUPPORT A BOND ELECTION BECAUSE THE RECOMMENDATIONS WILL COME FROM CITIZENS	1	2	3	4	5
D) I WILL OPPOSE A BOND ELECTION BECAUSE IT'S NOT NECESSARY	1	2	3	4	5
E) I WILL SUPPORT A BOND ELECTION BECAUSE THESE IMPROVEMENTS WILL BE NECESSARY TO MAINTAIN QUALITY OF LIFE	1	2	3	4	5
F) I WILL SUPPORT A BOND ELECTION BECAUSE I AM SATISFIED THAT THE CITY HANDLED THE PREVIOUSLY BOND ELECTION PROPERLY	1	2	3	4	5
G) I WILL SUPPORT A BOND ELECTION BECAUSE THE CITY HAS FEWER RECREATIONAL FACILITIES, WHEN COMPARED TO OTHER CITIES THE SIZE OF BEDFORD	1	2	3	4	5
H) I WILL OPPOSE A BOND ELECTION BECAUSE \$30 MILLION IS TOO MUCH MONEY	1	2	3	4	5

16. THE BEDFORD 2005 COMMITTEE HAS NOT MADE A RECOMMENDATION AS TO THE OVERALL AMOUNT OF THE BOND PACKAGE. PLEASE TELL ME HOW LIKELY OR UNLIKELY YOU WOULD BE TO VOTE FOR A BOND PACKAGE IN THE FOLLOWING DOLLAR RANGES . .

	VL	L	U	VU	NO
A) UNDER \$20 MILLION	1	2	3	4	5
B) \$20 - \$30 MILLION	1	2	3	4	5
C) \$30 - \$40 MILLION	1	2	3	4	5
D) \$40 - \$50 MILLION	1	2	3	4	5
E) OVER \$50 MILLION	1	2	3	4	5

17. IF THE BONDS ARE APPROVED, THERE MAY BE A TAX INCREASE. WOULD YOU BE MORE OR LESS LIKELY TO VOTE FOR A BOND ELECTION IF YOU KNEW YOUR TAXES WOULD INCREASE _____ PER MONTH IF THE BONDS ARE APPROVED? IF THE AMOUNT I MENTION MAKES NO DIFFERENCE TO YOU, TELL ME THAT ALSO.

	ML	LL	NO/ND
A) UNDER \$5.00	1	2	3
B) \$5.00 - \$7.50	1	2	3
C) \$7.50 - \$10.00	1	2	3
D) \$10.00 - \$15.00	1	2	3
E) \$15.00 - \$20.00	1	2	3
F) OVER \$20.00	1	2	3

18. IF A BOND ELECTION IS HELD, AND APPROVED BY VOTERS, YOUR TAXES MAY INCREASE. WOULD YOU BE WILLING TO SUPPORT A BOND PACKAGE, KNOWING THAT THE TOTAL TAX INCREASE WOULD BE APPROXIMATELY \$8.50 PER MONTH, OR \$100.00 PER YEAR IN ANY ONE YEAR, BASED ON THE VALUE OF A \$100,000 HOME IN BEDFORD?

YES	1
NO	2
NO OPINION	3

19. NOW AFTER HEARING THIS INFORMATION, IF YOU WERE VOTING TODAY, HOW STRONGLY WOULD YOU SUPPORT OR OPPOSE A BOND ELECTION IN THE RANGE OF \$30 TO \$60 MILLION DOLLARS?

STRONGLY SUPPORT	1
SUPPORT	2
OPPOSE	3
STRONGLY OPPOSE	4
UNDECIDED	5
NO OPINION	6

20. WHAT KIND OF INFORMATION WOULD BE OF HELP IN ASSISTING YOU TO MAKE AN EDUCATED DECISION REGARDING THE BOND ELECTION?

21. WHICH OF THE FOLLOWING SOURCES DO YOU USE TO OBTAIN INFORMATION ABOUT THE CITY?

FT. WORTH STAR-TELEGRAM	1	CITY EMPLOYEES	5
DALLAS MORNING NEWS	2	ELECTED OFFICIALS	6
CITY NEWSLETTER	3	CABLE TELEVISION	7
THE CITY'S AUTOMATED	4	CITY WEB SITE	8
TELEPHONE INFORMATION SYSTEM		WATER BILL BULLETINS	9

22. WHICH OF THE FOLLOWING AGE GROUPS DO YOU COME UNDER?

- UNDER 25 1
- 26 - 35 YEARS 2
- 36 - 45 YEARS 3
- 46 - 55 YEARS 4
- 56 - 65 YEARS 5
- OVER 65 YEARS 6
- REFUSE TO ANSWER 7

THAT'S THE END OF OUR SURVEY BUT COULD I CHECK TO SEE IF I DIALED THE CORRECT NUMBER. I DIALED _____, AND COULD I HAVE YOUR FIRST NAME, ONLY IN CASE MY SUPERVISOR HAS TO VERIFY THIS INTERVIEW? _____.

CALLER INI. _____ PRECINCT # _____ SURVEY LENGTH _____



Council Agenda Background

PRESENTER: Clifford Blackwell, CGFO, Director of Admin Services

DATE: 07/23/13

Work Session

ITEM:

Update on Automated Meter Reading (AMR).

City Manager Review: _____

DISCUSSION:

Staff has conducted a cost benefit analysis in order to determine the feasibility of a turnkey solution for Bedford's water metering system utilizing an AMI (Advanced Metering Infrastructure) product to read water meters with increased accuracy and efficiency. The estimated project cost is approximately \$8 million. The analysis indicates that the City Council would have to consider a fee increase in order to have positive cash flow.

Background

In 2009, the City researched the possibility of providing an automated meter reading (AMR) product utilizing an AMI system that will read water meters electronically from a single source location. All meters throughout the entire City would be equipped to handle this new technology. More specifically, this program addresses the issue of meter accuracy as well as customer service efficiency.

Implementation Steps:

- City Council directive to meet specific objective(s)
- Contract approval to secure pricing
- Establish an estimated timeline for full implementation
- Order materials
- Install network infrastructure and new meters
- Staff training

A detailed presentation will be provided at the meeting on July 23, 2013.

ATTACHMENTS:

PowerPoint Presentation (separate attachment)

From: Griffin, Jim
Sent: Thursday, July 11, 2013 10:27 AM
To: Griffith, Beverly; Wells, Michael
Subject: Agenda Item for 7/23

Please place an agenda item on the 7/23 council meeting for performance update from city manager. This item should be an executive meeting item.

Thanks,
Jim Griffin
Bedford Mayor



Council Agenda Background

PRESENTER: Michael Wells, City Secretary

DATE: 07/23/13

Minutes

ITEM:

Consider approval of the following City Council minutes:

- a) July 9, 2013 regular meeting

City Manager Review: _____

DISCUSSION:

N/A

ATTACHMENTS:

July 9, 2013 regular meeting

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The City Council of the City of Bedford, Texas, met in Work Session at 5:30 p.m. and Regular Session at 6:30 p.m. in the Council Chambers of City Hall, 2000 Forest Ridge Drive, on the 9th day of July, 2013 with the following members present:

Jim Griffin
Chris Brown
Michael Boyter
Ray Champney
Jim Davisson
Patricia Nolan
Roy W. Turner

Mayor
Council Members

Staff present included:

Beverly Griffith
David Miller
Stan Lowry
Michael Wells
Doug Campbell
Roger Gibson
Tom Hoover
Jill McAdams
Mirenda McQuagge-Walden
James Tindell

City Manager
Deputy City Manager
City Attorney
City Secretary
Municipal Court Manager
Police Chief
Public Works Director
Human Resources Director
Managing Director
Fire Chief

WORK SESSION

Mayor Griffin called the Work Session to order at 5:30 p.m.

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

Council discussed placing the following items on consent: 1, 3, 6 and 7.

Human Resources Director Jill McAdams presented information regarding Item #4. She introduced Lisa Mizell with Benefits Seminar Plus (BSP) and Ruben Parra with Cigna. The contracts for health and dental insurance are almost up. For health insurance, BSP went out for bid and received three bids that were considered competitive. The City has been with Cigna for seven years. There are two plans under Cigna: the base plan, which has a \$2,500 deductible for individuals and \$5,000 for family; and a buy-up plan, which has a \$1,500 deductible for individuals and \$3,000 for families. The bids came in with Cigna at 4.59 percent over premium, Aetna at 0.89 percent over premium, Blue Cross Blue Shield at 5.78 percent over premium and United Health Care at 21.92 percent over premium. The Cigna bid included taxes under the Affordable Health Care Act, predicted to be about 4 percent of premium, while Aetna's only included the federal tax. Cigna offers generic medications for preventative conditions at zero cost and there is a high employee utilization of 86 percent, compared to 76 percent in Cigna's Book of Business. Cigna's bid is based on a mature plan, while Aetna's is based on an immature plan year and approximately eight percent would be made up in the following year's renewal rate. In regards to dental insurance, two competitive bids were received. Cigna's bid was at 11 percent over the current rate and Metlife's was ten percent over the current rate. After discussions, Cigna's bid is now at ten percent over the current rate. In answer to questions from Council, Ms. McAdams stated that the bids were all for one year; and that the City has been using BSP for approximately 15 years and they act as the City's broker to find the best rates. In answer to further questions from Council, Ms. Mizell stated

that she represents five cities and Bedford is not their biggest customer; that they negotiated with the other companies and received updated bids from Blue Cross Blue Shield and Aetna, but not United Health Care; that she is concerned that the bids were received in May and that there have been two more months of claims since that time; that the City is currently in the mid 80 percent range and that insurance companies like to see claims at between 80 and 85 percent; that she goes out on behalf of the City to companies that have at least an A – rating and that the City puts out an advertisement for bids; and that Bedford is her only customer with Cigna. Mr. Parra stated that comparing Bedford's policy with any other city would be comparing apples to oranges as there are different demographics and sets of benefits. Ms. Mizell stated that she does not get a commission; that a fee was negotiated 15 years ago and has not been increased; that no commissions were included in the RFP; and that having no commissions is not common in the private sector but with cities it is a mixture. There was discussion regarding fees, including a \$63.00 fee per member per year, a \$2.00 fee per member per year, and a more nebulous fee that is based on the volume of business an insurer has in an area; and that there would be no adjustments to the fees until the next renewal. There was discussion that the notices regarding the new health care act were received from BSP and Cigna and that the City would be sending it out to employees by the end of August or the beginning of September. In answer to questions from Council regarding having more creative products with the changes in healthcare, Mr. Parra stated that he expects to see something more in year two and that more employers are moving to the high deductible healthcare approach. In regards to the City being more creative in its program to generate savings, there was discussion regarding the employee clinic; the City moving to a high deductible plan five years ahead of its sister cities; the goal each year being the lowest premium; health savings accounts; the City's wellness program; and the on-line enrollment system provided by BSP. In regards to timeframes, it was stated that the City has not signed a letter of intent and that the bids are good for 60 days from June 1, with the open enrollment process beginning the second week of August. There was discussion regarding tabling the item until the next Council meeting to explore possibilities on proceeding differently; and whether the City is being creative enough. There was discussion regarding the reasons the last two months of claims have increased; the Aetna bid including the \$65.00 in fees discussed earlier and that 1.5 percent could be added on top of their bid; and that Aetna bid on a short plan year. In regards to tabling the item until the next Council meeting and where it puts the City, there was discussion that it would push the open enrollment period back; that employee records have to be manually checked; that changes have to be timed with the last payroll; the contract with Cigna expiring on September 30; risks associated with the increased claims over the last two months; tiers, doctors and medications not being part of the decision on plans; and the timing of the item being brought before Council. Councilmember Boyter issued a personal protest that there are other options available, encouraged the City Manager to look for another approach and that there are opportunities to have a certain level of benefits that produces savings for the City but does not harm the employees. In answer to questions from Council regarding incentives for employees to be healthier and stay healthy, Ms. McAdams discussed employees being charged a \$500 increase if they do not get an annual physical, that there have been discussions on adding employee spouses to the incentive and that only four employees did not get their physicals; health risk assessments including that the number of employees who do one each year is in the upper 200s; and that Cigna contributes \$12,000 for the employee wellness program, which has also started focusing on emotional wellness. There was further discussion regarding timeframes including that the City is not likely to get quotes from insurance companies any earlier. Council decided to vote on this item during the regular session and was of the consensus for staff to look at creative ways to improve the insurance package moving forward.

Fire Chief James Tindell presented information regarding Item #5. The City's current emergency notification system was put in place two years ago at no cost. That company was purchased by Code Red who wants to start an annual rate. Code Red limits itself to 10,000 messages, while the City is pushing for 14,000 members. Last year, the City sent out 115,206 messages and the City would have to pay \$200 each per additional 1,000 messages. In comparison, Blackboard allows an unlimited number of messages. The cost of the contract is more expensive at \$35,000; however, there is the potential of \$10,000 savings in postage for past due water notices. The system can send messages via the phone, text messaging, Facebook, Twitter and RSS. The system can be used for alerts regarding weather, missing children, hazardous materials incidents, and evacuations as well as notices about warrants. It also has the ability to geographically target certain areas or groups, such as schools. The system can be used for the notices regarding utility payments; employee notifications; general information; notices regarding water and power; health and social services including flu shots, water

boiling and mosquito spraying; parks and recreation sign-ups, marketing; tourism; and citizen feedback including surveys. Chief Tindell presented information regarding texting including that 2.3 trillion messages were sent in 2011 in the United States; that 75 percent of Americans text regularly; that 65 percent of mobile users have unlimited plans; and that there are 331 million subscribers in the United States. There is an app that can be downloaded to allow employees to send messages from anywhere. In answer to questions from Council regarding how phone numbers are captured, Chief Tindell stated that landline companies will sell the information to the City, that the City would push for signups for cell phones and that they are pushing for 15,000 contacts. In regards to outstanding warrants, Municipal Court Manager Doug Campbell stated that there are approximately 10,000 outstanding warrants totaling \$3.65M. The Court generally has phone information for defendants from previous contacts. In answer to further questions from Council, it was stated that the City owned the numbers currently with Deltaalert as part of the contract; that Blackboard has multiple mainframes and redundancy in case of a power outage; that Blackboard has 200 clients in Texas alone, as well as in Arkansas, Alabama, Oklahoma and California; that there are 16,458 landlines in the City; that the City would not have to do anything special involving a large effort or cost; and that under Deltaalert there were 8,000 contacts. There was discussion regarding the privacy of numbers and giving citizens the option to opt out of the system.

Public Works Director Tom Hoover presented information regarding Item #8. This is for repaving and utility improvements on Somerset Terrace. They are addressing where the pavement has failed and water line problems. This item has been budgeted through 4B. They included sidewalks along Bedford Road as it serves multi-family and is utilized by students from Trinity High School. When it was discovered that there had not been a public hearing on the sidewalk, this item had already been bid. He recommended awarding the bid and then doing a change order to remove the sidewalk on Bedford Road and put one at the corner of Schumac Lane and Forest Ridge Drive as Council had discussed previously. In regards to a question from Council regarding doing the whole street, he stated that ideally it would be all done at once but funding was limited and that they are going to do concrete paving in this area. He further stated that he has worked with people at the company in the past and that the consulting engineer has checked out their references.

- **Discussion regarding Joint Meetings with Boards and Commissions.**

City Manager Beverly Griffith stated that at the Work Session in June, Council was unable to discuss a number of items including joint meetings with Boards and Commissions. They have started the practice of meeting with some including the Planning and Zoning and Cultural Commissions. A tentative joint meeting with the Community Affairs Commission (CAC) has been scheduled for July 16 at 7:00 p.m. She requested input on how Council would like the meetings laid out, what they would like to see accomplished, and how they would like the meetings prioritized. There was discussion regarding providing the Board and Commission with the Council's plan and to see what they are working on; establishing a process whereby a representative from each would make presentations to Council; Council having a conversation on the Board and Commission parameters prior to meeting with them; postponing the meeting with the CAC until Council can get on the same point; explaining the roles of both the Boards and Commissions as well as the liaisons; the process being evolutionary and acting as an interchange of ideas; meeting with them on a regular basis; that the CAC has a number of ideas and are excited to talk about possibilities; and having a Council work session to go through each Board and Commission to see what Council would like them to do. Council was of the consensus to hold the joint meeting with the CAC on July 16 to hear their ideas and see what they are working on. They were also of the consensus that when the Council does a follow-up on the meeting with the CAC, they would discuss prioritizing the meetings.

- **Discussion regarding the Council calendar.**

Ms. Griffith stated that the Council calendar tries to take a two month look at upcoming events of interest including Council and Board and Commission meetings, Chamber luncheons and large special events. In the past, an effort was made to make sure that things that involve the entire Council were included. She asked Council if the information provided was meeting their needs. Council was of the consensus to include Friends of the Library and Friends of the Park meetings in the calendar.

- **Discussion regarding conducting a resident satisfaction survey. **This item requested by Councilmember Nolan.**

Councilmember Nolan requested this item be placed on the agenda for discussion. She stated that Council has talked several times and indicated moving forward on doing a resident/business survey regarding the types of services citizens may need or have changed. She requested that an RFP be put out to get a company to do the survey, which would be independent of the City and staff and asked what the next step would be. In regards to the last survey which was performed in 2001, Ms. Griffith stated that it was a resident feedback on City services in preparation for the November bond election; that a consultant was involved who drafted questions with general guidance by the Council; that it was a telephone survey made by the consultant and their staff, who then compiled and presented the results; and that they made approximately 400-500 contacts. There was discussion regarding building the necessary funds into the budget; how inclusive the scope of the survey should be; that the proposals contain a menu of items for Council to choose from; and that funds for a survey have been budgeted in the past but never moved forward on by the Council. Managing Director Mirenda McQuagge-Walden presented information regarding surveys from other cities. The cities of Southlake and North Richland Hills have a general city-wide satisfaction survey every other year. Southlake's survey was made up of at least 74 questions. Prices ranged from \$20,000 to \$21,000. Per the survey research center at the University of North Texas, depending on the specificity of the survey, costs could range from \$17,000 to \$25,000. Surveys can be a hybrid of on-line, phone and mail. Several cities have gone to a model where a sampling of households was mailed a postcard inviting them to respond to the survey. There was a requirement of having at least 400 responses, which would give a plus/minus percentage of five percent. There was discussion on setting benchmarks and parameters; having a rough idea of the cost; using previous surveys to get an idea of the scope; and that the timeframe would be six weeks to two months to develop the instrument and one month to six weeks to prepare the report. Council was of the consensus for staff to provide Council with the 2001 survey as well as those from North Richland Hills and Southlake to review at the next Council meeting. There was discussion on having a company interview the Council from which questions are developed.

- **Discussion regarding a presentation from Jeff Law, Tarrant Appraisal District Chief Appraiser, regarding the proposed TAD budget, trends in Bedford property values (residential and commercial) and an overview of 2013 values at the July 23, 2013 regular meeting. **This item requested by Councilmember Nolan.**

Councilmember Nolan requested this item be placed on the agenda for discussion. She stated that the previous year, Council had discussed having Jeff Law from the Tarrant Appraisal District (TAD) talk to Council about TAD's budget, trends in residential and commercial property values in Bedford and an overview of 2013 values. She suggested that he come speak at the next Council meeting on July 23. There was discussion regarding trends with construction; that the final tax rolls would probably be available on July 25; having Mr. Law come to the August 13 Council meeting instead; a decline of 7 percent in Bedford property valuations and the possible impact of the highway construction on that figure; and what would be done with the information given by Mr. Law. Council was of the consensus to invite Mr. Law to the August 13 Council meeting.

Mayor Griffin adjourned the Work Session at 7:36 p.m.

EXECUTIVE SESSION

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

- a) Pursuant to Section 551.072, to deliberate the purchase, exchange, lease or value of real property – A 1152 Tract 5E, Robert Morrow Survey.**

Council was unable to meet in Executive Session prior to the start of the Regular Session.

Council convened into Executive Session pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property – A 1152 Tract 5E, Robert Morrow

Survey at 8:29 p.m.

Council reconvened from Executive Session at 8:37 p.m. Any necessary action to be taken as a result of the Executive Session will occur during the Regular Session of the Bedford City Council Meeting.

REGULAR SESSION 6:30 P.M.

The Regular Session began at 7:41 p.m.

CALL TO ORDER/GENERAL COMMENTS

Mayor Griffin called the meeting to order.

INVOCATION (Pastor Kevin Smith, Faith Christian Fellowship Church)

Pastor Kevin Smith of Faith Christian Fellowship Church gave the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

OPEN FORUM

Nobody chose to speak under Open Forum.

CONSIDER APPROVAL OF ITEMS BY CONSENT

Motioned by Councilmember Champney, seconded by Councilmember Turner, to approve the following items by consent: 1, 3, 5, 6, 7 and 8.

Motion approved 7-0-0. Mayor Griffin declared the motion carried.

APPROVAL OF THE MINUTES

1. Consider approval of the following City Council minutes:
 - a) June 12, 2013 work session
 - b) June 25, 2013 regular meeting

This item was approved by consent.

PERSONS TO BE HEARD

2. The following individual has requested to speak to the Council tonight under Persons to be Heard.
 - a) **Andy Sioco, 145 Ravenswood Drive and Salvatore Caruso, 148 Ravenswood Drive, Bedford, Texas – Requested to speak to the Council regarding lowering the speed limit on Ravenswood Drive/Russell Street from 30 MPH to 20 MPH for safety concerns.**

Andy Sioco, 145 Ravenswood Drive and Salvatore Caruso, 148 Ravenswood Drive – Mr. Caruso stated that their biggest point is the safety of Ravenswood Drive as it flows into Russell Street and Ms. Sioco stated that their concern was the safety of children. She stated that the Council's mission statement includes "Be Responsive to the Needs of the Community" and "Provide a Safe and Friendly Community Environment" and that they are concerned about a safe, community environment. She presented a petition of 77 signatures, representing 74 households, asking for the speed limit on Ravenswood and Russell to be lowered from 30 mph to 20 mph and/or that a three-way stop sign be installed at King Drive or Jerry Lane as well as to increase the police presence in the area. Since October of 2011, there have been nine reported accidents on their street. One accident was on June 30 where a vehicle flipped over 20 yards from her bedroom and where neighbors were in their yards and kids were walking. One

neighbor has had their vehicle hit four times in a decade, with the latest one totaling the vehicle. Drivers are using speeds in excess of 30 mph; the street is only 30 feet in width; and it only has one stop sign the entire length of 0.8 miles. This combination makes it a dangerous stretch of road for pedestrians and vehicles. Nearby Wade Drive is 40 feet in width and has three stop signs. She stated that another reason that children are in danger is that Stonegate Elementary is across Bedford Road and that children use Ravenswood to go to and from school. In regards to whether a municipality can lower the speed limit, she stated that a provision in state law allows a city to declare a 25 mph speed limit on a highway if it is deemed unreasonable or unsafe. This can be based on the number of speed limit citations, warning citations and vehicle accidents attributable to speed limit violations.

In regards to a question from Ms. Sioco regarding an investigation on their street pertaining to speeding, Police Chief Roger Gibson stated that Ravenswood and Russell are long streets that connect Pipeline Road and Bedford Road, and therefore get additional traffic. He did research and speed was not listed as a contributing factor in the accidents discussed previously. It is a well traveled street and there are a lot of children because of the school. The speed trailer was used in the area three weeks ago. He stated that the Police Department will get more traffic enforcement on the street.

Mr. Hoover stated that the last traffic study on the street was performed two years ago and only for one day. He would like to do a study for one week. Having a long, straight road does sometimes cause traffic to increase. In previous conversations, he stated that lowering the speed limit does not necessarily lead to lower speeds and that going more than 5 mph below the 85th percentile does not gain anything and would be building a speed trap. He will look into traffic calming devices. There are certain rules and regulations regarding stops signs but he will look into those as well.

Ms. Sioco asked whether Ravenswood was designated as a thoroughfare; however staff was unable to answer her questions at that time. She stated that another provision in state law allows a city to declare a lower speed limit of 20 mph unless the street is designated as a thoroughfare by the city planning commission. She stated that Schumac Lane is a wider street and the speed limit is at 20 mph. In regards to stop signs, she stated that Wade Drive has two three-way and one four-way stop signs. Ravenswood has four "children at play" signs and a school speed limit sign at the end of the street. Stop signs would bring people to a complete stop and there would be a self-imposed lowering of speed. Council discussed the issue being about safety and the steps the City has to take including the traffic study. In response to questions from Council, Ms. Sioco stated that Ravenswood goes from Bedford Road and turns into Russell, which continues to Pipeline Road; that there is a four-way stop at Ravenswood and Russell; and that traffic is heavier when people are dropping off and picking their children up from school. There was discussion on the 20 mph for Schumac Lane and the standard size of City streets is 30 feet. There was further discussion on conversations she has had with the Mayor and that she did not get a response from a request put through WebQA on June 22.

NEW BUSINESS

- 3. Consider a resolution approving the City of Bedford's Section 125 Plan that allows employees to make contributions for insurance premiums and Health Savings Accounts (HSA) on a pre-tax basis as allowable under the Internal Revenue Service (IRS) Code Section 125.**

This item was approved by consent.

- 4. Consider a resolution authorizing the City Manager to enter into a contractual agreement for employee health and dental insurance benefits with CIGNA.**

Ms. Mcadams stated that as discussed previously, both medical and dental insurances were up for bid. The process for bidding the medical insurance was started in May and bids were received in June. The bids provided were for 12 months with an expiration date of September 30, 2014. The City has contracted with Cigna for the past seven years. Four bids were received, including Blue Cross Blue Shield, United Health Care, Aetna and Cigna. Humana and TML did not bid due to high and ongoing medical claims. The original bid from Cigna was at 13 percent over the current rate; after negotiations, they reduced it to 4.59 percent over the current rate. After negotiations, Aetna and Blue Cross Blue

Shield came in at 0.89 percent and 5.85 percent over the current rate respectively. The bid from Cigna included both state and federal taxes that go into effect in January of 2014, while Aetna's only included the federal tax. Staff is recommending continuing with Cigna because they provide generic medications for preventative diseases at no cost, which has a utilization on the plan of 86 percent; their bid included state and federal taxes while Aetna's only included one; Aetna's bid was based on an immature plan year with an estimated cost of 8 percent on the following year's renewal rate; the disruptions caused by changing insurance carriers; and that Cigna has worked with the employee clinic on what is covered.

In regards to dental insurance, Ms. McAdams stated that the process began in March and bids were received in May. The bidding was for 12 months with an expiration date of September 30, 2014. 13 bids were submitted, of which two were competitive. MetLife's bid was at 10 percent over the current rate, while Cigna's was at 11 percent over the current rate. After negotiations, Cigna matched the 10 percent over the current rate. In answer to questions from Council regarding if other companies matched the \$12,000 from Cigna for wellness, she stated that Aetna had \$10,000 plus biometric screening and a health risk assessment, while Blue Cross Blue Shield had a "Well On Target" web-based program and biometric screenings.

Motioned by Councilmember Brown, seconded by Councilmember Turner, to approve a resolution authorizing the City Manager to enter into a contractual agreement for employee health and dental insurance benefits with CIGNA.

Motion approved 6-1-0. Mayor Griffin declared the motion carried.

Voting in favor of the motion: Mayor Griffin, Councilmember Davisson, Councilmember Champney, Councilmember Nolan, Councilmember Turner and Councilmember Brown

Voting in opposition to the motion: Councilmember Boyter

- 5. Consider a resolution authorizing the City Manager to enter into a one-year contract with Connect-CTY to provide a mass notification system for the City of Bedford in the amount of \$35,518.93.**

This item was approved by consent.

- 6. Consider a resolution authorizing the City Manager to reject the bid for the 2013 Crack Sealing Program at Various Locations Contract.**

This item was approved by consent.

- 7. Consider a resolution to authorizing the City Manager to enter into a contract with Flagship Sweeping Services, Inc. for street sweeping in the amount of \$51,355.39.**

This item was approved by consent.

- 8. Consider a resolution authorizing the City Manager to enter into a contract with CPS Civil, LLC for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Sidewalk Improvements on Bedford Road (Project B) in the amount of \$240,290.80.**

This item was approved by consent.

- 9. Report on most recent meeting of the following Boards and Commissions:**

- ✓ **Animal Shelter Advisory Board - Councilmember Boyter**

Councilmember Boyter reported that he met everybody on the Board, they are extremely passionate, and that they engaged in lively conversations on a number of topics. There is a unique opportunity to go forward and focus on the needs of the Shelter and to meet with the Council on their ideas. The group is

committed on finding homes for more animals and better supporting staff to improve on the conditions of the Shelter.

✓ **Beautification Commission - Councilmember Turner**

Councilmember Turner reported that the Commission has been concentrating on the Boys Ranch area, specifically with 4thFest events and will now be concentrating on events in the BluesFest areas.

✓ **Community Affairs Commission - Councilmember Boyter**

Councilmember Boyter reported that the Commission is looking forward to meeting with the Council next week. They want to sit down together and focus on the future of what the Commission does and help connect the Council to the citizens.

✓ **Cultural Commission - Councilmember Nolan**

Councilmember Nolan reported that the Commission met on Monday night and is pressing forward on the October event and strategic plans for the Cultural District. They hope the October event is bigger than last year.

✓ **Library Board - Councilmember Davisson**

Councilmember Davisson reported that the Board is taking the month of July off.

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

Councilmember Davisson reported that the Board is taking the month of July off.

✓ **Senior Citizen Advisory Board - Councilmember Turner**

Councilmember Turner reported that the Board will meet on July 15.

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

Councilmember Champney reported that the Board meets on a quarterly basis and will meet again in September.

10. Council member reports

No other reports were given.

11. City Manager/Staff Reports

No report was given.

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

No action was necessary as a result of the Executive Session.

ADJOURNMENT

Mayor Griffin adjourned the meeting at 8:39 p.m.

Jim Griffin, Mayor

ATTEST:

Michael Wells, City Secretary



Council Agenda Background

PRESENTER: Beverly Griffith, City Manager
Michael Wells, City Secretary

DATE: 07/23/13

Council Mission Area: Encourage citizen involvement.

ITEM:

Public hearing and receive Council direction regarding the appointment of a Charter Review Commission.

City Attorney Review: N/A

City Manager Review: _____

DISCUSSION:

Section 11.17 of the Bedford City Charter requires a mandatory charter review process to be held every fifth year after an amendment to the charter has last been made. A public hearing is required to allow citizen input into this process. This section also stipulates “if the Council determines that it would be in the best interest of the citizens to appoint a charter review commission, it shall appoint a charter review commission of fifteen (15) citizens of the City of Bedford.”

Duties of this commission are outlined within the charter as follows:

- Inquire into the operation of the city government under the charter provisions and determine whether any such provisions require revision.
- Propose any recommendations it may deem desirable to help insure compliance with the provisions of the charter.
- Propose, if it deems desirable, amendments to this charter to improve the effective application of the charter to current conditions.
- Report its findings and present its proposed amendments, if any, to the City Council.

Council last held a public hearing regarding a charter review commission at their July 24, 2007 meeting, with the recommended amendments to the charter being presented to the voters at the May 10, 2008 election. As it has been five years since those amendments were on the ballot, it is time again to call a public hearing.

If, after the public hearing, Council chooses to move forward with appointing a commission, staff will bring a resolution to the next Council meeting formally authorizing the establishment of the commission. As the Charter is silent on the procedures for appointing members, staff would like Council direction on this issue. In 2007, Council decided that each Councilmember would appoint two citizens with the Mayor appointing three citizens. Council also accepted applications; however, they did not require applications as a prerequisite for appointment.

RECOMMENDATION:

Staff recommends the following:

Hold a public hearing regarding the appointment of a Charter Review Commission and give direction to staff on the appointment of said Commission.

FISCAL IMPACT:

N/A

ATTACHMENTS:

City of Bedford Charter

PART I THE CHARTER*

***Editor's note:** Printed herein is Resolution No. 93-11, as approved at the election of August 14, 1993, and approved by the city council on August 24, 1993. Amendments to the Charter are indicated by parenthetical history notes following amended provisions. The absence of a history note indicates that the provision remains unchanged from the original Charter. History notes to the former Charter are also included. Obvious misspellings have been corrected without notation. For stylistic purposes, a uniform system of headings, catchlines and citations to state statutes has been used. Additions made for clarity are indicated by brackets. The current Charter supersedes the original Charter approved by the citizens of Bedford on September 24, 1966.

Article I. Incorporation, Form of Government, Powers

[Sec. 1.01. Incorporation.](#)

[Sec. 1.02. Form of government.](#)

[Sec. 1.03. Boundaries--Established.](#)

[Sec. 1.04. Same--Extension by petition.](#)

[Sec. 1.05. Reserved.](#)

[Sec. 1.06. Powers of city--Exercise and enforcement.](#)

[Sec. 1.07. Same--Powers adopted.](#)

[Sec. 1.08. Same--To acquire property for public purpose.](#)

Article II. The Council

[Sec. 2.01. Number, selection, term.](#)

[Sec. 2.02. Present council.](#)

[Sec. 2.03. Qualifications.](#)

[Sec. 2.04. Compensation.](#)

[Sec. 2.05. Vacancies.](#)

[Sec. 2.06. Presiding officer; mayor.](#)

[Sec. 2.07. Powers.](#)

[Sec. 2.08. Appointment of City Manager.](#)

[Sec. 2.09. Removal of City Manager.](#)

[Sec. 2.10. Removal of other appointive officials.](#)

[Sec. 2.11. Not to interfere in City Manager's appointments or removals.](#)

[Sec. 2.12. Reserved.](#)

[Sec. 2.13. Induction into office; meetings.](#)

[Sec. 2.14. Judge of qualifications of its members.](#)

[Sec. 2.15. Rules of procedure; minutes.](#)

[Sec. 2.16. Ordinances--Required for certain legislation; enacting clause.](#)

[Sec. 2.17. Same--Enactment.](#)

[Sec. 2.18. Reserved.](#)

[Sec. 2.19. Reserved.](#)

[Sec. 2.20. Independent annual audit.](#)

[Sec. 2.21. Ethics requirements.](#)

Article III. City Manager

[Sec. 3.01. Qualifications.](#)

[Sec. 3.02. Powers and duties.](#)

[Sec. 3.03. Absence.](#)

[Sec. 3.04. Reserved.](#)

[Sec. 3.05. Reserved.](#)

[Sec. 3.06. City secretary.](#)

[Sec. 3.07. City attorney.](#)

Article IV. Budget

[Sec. 4.01. Fiscal year; budget year; accounting year.](#)

[Sec. 4.02. Preparation and submission.](#)

[Sec. 4.03. Form.](#)

[Sec. 4.04. A public record.](#)

[Sec. 4.05. Publication and notice of public hearing.](#)

[Sec. 4.06. Hearing and adoption of budget.](#)

[Sec. 4.07. Budget establishes appropriations and amount to be raised by taxation.](#)

[Sec. 4.08. Unallocated reserve fund.](#)

[Sec. 4.09. Amendment and supplemental budgets.](#)

[Sec. 4.10. Defect shall not invalidate tax levy.](#)

Article V. Bonds, Warrants and Evidences of Indebtedness

[Sec. 5.01. Power to issue.](#)

[Sec. 5.02. Reserved.](#)

Article VI. Tax Assessment and Collection

[Sec. 6.01. Power to tax.](#)

[Sec. 6.02. State law governs tax collection.](#)

[Sec. 6.03. Exempt property.](#)

[Sec. 6.04. Unrendered property.](#)

[Sec. 6.05. Payment of taxes.](#)

[Sec. 6.06. Delinquent taxes.](#)

[Sec. 6.07. Tax lien and liability.](#)

[Sec. 6.08. Joint interest in property.](#)

[Sec. 6.09. Appraisal of property.](#)

[Sec. 6.10. Reserved.](#)

[Sec. 6.11. Council shall have power to regulate taxes and appoint tax assessor and collector.](#)

Article VII. Nominations and Elections

[Sec. 7.01. Times of elections.](#)

[Sec. 7.02. Regulation of elections.](#)

[Sec. 7.03. Nominations.](#)

[Sec. 7.04. Number, selection and term of city council members.](#)

[Sec. 7.05. Official ballot.](#)

[Sec. 7.06. Qualified voter.](#)

[Sec. 7.07. Laws governing city elections.](#)

[Sec. 7.08. Conducting and canvassing elections; run-off elections.](#)

[Sec. 7.09. Oath of office.](#)

[Sec. 7.10. Election of municipal judge.](#)

Article VIII. Municipal Court

[Sec. 8.01. Creation and jurisdiction; fines.](#)

[Sec. 8.02. Municipal Judge--Designation.](#)

[Sec. 8.03. Same--Power.](#)

[Sec. 8.04. Clerk--Power.](#)

Article IX. Planning and Zoning

[Sec. 9.01. Planning and zoning commission--Establishing; membership; organization; meetings.](#)

[Sec. 9.02. Same--Powers and duties.](#)

[Sec. 9.03. Master plan--Development.](#)

[Sec. 9.04. Same--Legal effect.](#)

Article X. Franchises and Public Utilities

[Sec. 10.01. Powers of the city.](#)

[Sec. 10.02. Franchise granting power of council.](#)

[Sec. 10.03. Franchise value not to be allowed.](#)

[Sec. 10.04. Right of regulation.](#)

[Sec. 10.05. Consent of property owners.](#)

[Sec. 10.06. Extensions.](#)

[Sec. 10.07. Temporary licenses.](#)

[Sec. 10.08. Other conditions.](#)

[Sec. 10.09. Franchise records.](#)

[Sec. 10.10. Accounts of municipal-owned utilities.](#)

[Sec. 10.11. Regulations of rates and service--Generally.](#)

[Sec. 10.12. Reserved.](#)

Article XI. Miscellaneous Provisions

[Sec. 11.01. No officer or employee to accept gift, etc., from public utility.](#)

[Sec. 11.02. Officers or employees of the city not to have financial interest in any contracts of the city.](#)

[Sec. 11.03. Property not exempt from special assessments.](#)

[Sec. 11.04. Notice of damage or injury required.](#)

[Sec. 11.05. City exempt from appeal bonds.](#)

[Sec. 11.06. Execution, garnishment and assignment.](#)

[Sec. 11.07. No lien on public property.](#)

[Sec. 11.08. Bonds of contractors.](#)

[Sec. 11.09. Condemnation of dangerous structures.](#)

[Sec. 11.10. Fire limits.](#)

[Sec. 11.11. Building permits.](#)

[Sec. 11.12. Bonds of city official, employee or department director.](#)

[Sec. 11.13. When charter provisions take effect.](#)

[Sec. 11.14. Right to amend the charter.](#)

[Sec. 11.15. Ordinances, rules and regulations validated.](#)

[Sec. 11.16. Separability clause.](#)

[Sec. 11.17. Mandatory charter review.](#)

Article XII. General Construction

[Sec. 12.01. Effective date.](#)

[Sec. 12.02. Construction.](#)

Article XIII. Initiative and Referendum

[Sec. 13.01. General authority.](#)

[Sec. 13.02. Commence of proceeding; petitioners' committee; affidavit.](#)

[Sec. 13.03. Petitions.](#)

[Sec. 13.04. Procedure after filing.](#)

[Sec. 13.05. Referendum petitions; suspension of effect of ordinance.](#)

[Sec. 13.06. Action on petitions.](#)

[Sec. 13.07. Results of election.](#)

[Sec. 13.08. Initiative and referendum--Failure of city council to act.](#)

Article XIV. Recall

[Sec. 14.01. Power of recall.](#)

[Sec. 14.02. Commence of proceeding; petitioners' committee; affidavit.](#)

[Sec. 14.03. Petitions.](#)

[Sec. 14.04. Procedure after filing.](#)

[Sec. 14.05. Recall election.](#)

[Sec. 14.06. Results of recall election.](#)

[Sec. 14.07. Limitation on recall.](#)

[Sec. 14.08. Failure of city council to act.](#)

ARTICLE I. INCORPORATION, FORM OF GOVERNMENT, POWERS

Sec. 1.01. Incorporation.

The inhabitants of the Town of Bedford, Texas, within the corporate limits as now established or as hereafter established in the manner provided by law, shall continue to be a municipal body politic and corporate in perpetuity, under the name of the "City of Bedford, Texas."

(Char. Amendment of 5-10-08)

Sec. 1.02. Form of government.

The municipal government provided by this charter shall be known as the "Council-Manager" government. Pursuant to its provisions and subject only to the limitations imposed by the state constitution, by the statutory laws of Texas, and by this charter, all power of the city shall be vested in an elective council, hereinafter referred to as the "council", which shall enact local legislation, adopt budgets, determine policies, and appoint the City Manager, who shall execute the laws and administer the government of the city. All powers of the city shall be exercised in the manner prescribed by the charter, or if the manner be not prescribed, then in such manner as may be prescribed by ordinance or resolution.

(Char. Amendment of 1-1-77; Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 1.03. Boundaries--Established.

The boundaries and limits of the city, until changed in the manner herein provided, shall be the same as have heretofore been established and as exist on the date of the adoption of this charter, which boundaries are more fully set out and described by metes and bounds in the minutes of the city council of the city, which is now, and shall hereafter be in the office of the city secretary of the city.

Sec. 1.04. Same--Extension by petition.

The city may annex and disannex property by following the procedure and requirements of state law contained in the Texas Local Government Code and other applicable state statutes, as from time to time amended.

(Ord. No. 2400, § 1, 8-26-97)

Sec. 1.05. Reserved.

Editor's note: Ord. No. 2400, § 1, adopted August 26, 1997 repealed § 1.05 of the charter, which pertain to extension of boundaries by county and derived from Rev. No. 93-11, as approved at the election of August 14, 1993 and approved by the city council of August 24, 1993.

Sec. 1.06. Powers of city--Exercise and enforcement.

The city shall have all powers that now are or hereafter may be granted to municipalities by the constitution and laws of the state, and all such powers, whether expressed or implied, shall be exercised and enforced in the manner prescribed by this charter, and when not prescribed therein, in such manner as may be provided by ordinance or resolution of the governing body of the city.

Sec. 1.07. Same--Powers adopted.

The enumeration of particular powers in the charter shall not be held or deemed to be exclusive, but in addition to the powers enumerated herein, implied thereby or appropriate to the exercise thereof, the city shall have and may exercise all other powers which, under the constitution and laws of the state it would be competent for the charter specifically to enumerate. The city shall have and exercise all the powers conferred upon cities and towns by the law of the state, or which may hereafter be conferred by the legislature of the state upon cities and towns.

(Char. Amendment of 5-10-08)

Sec. 1.08. Same--To acquire property for public purpose.

(a) The city shall have the power to acquire, by condemnation, either private or public property located inside or outside of the corporate limits for the extension, improvement and enlargement of its water system, including riparian rights, water supply, reservoir, water wells, standpipes, water sheds, dams, the laying, building, maintenance and construction of water mains, and the laying, erecting, drilling, establishment or maintenance

of any necessary appurtenances or facilities which will furnish to the inhabitants of the city an abundant supply of wholesome water; for sewerage plants and systems; rights-of-way for water and sewer lines; parks, playgrounds and schools, hospitals, fire stations, police stations, burial grounds and cemeteries, incinerators or other garbage disposal plants, streets, boulevards and alleys or other public ways, city jails, city halls and other municipal buildings or any right-of-way needed in connection with any property used for any purpose hereinabove named; for the straightening or improving of the channel of any stream, branch or drain, and for any other municipal purpose, or as provided by state law. The procedure to be followed in any condemnation proceeding hereunder and authorized herein shall be in accordance with the provisions of the state law with reference to eminent domain.

(b) Provided, however, nothing included in (a) above or anywhere within this charter shall authorize the city, or any corporation, agency or entity created by the city, or pursuant to the city's approval and authorization, to institute and exercise the power of eminent domain to acquire private or public property if the purpose of the acquisition is the promotion of economic development for a private business enterprise which business enterprise would own any right, title, or interest in the property so acquired.
(Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

ARTICLE II. THE COUNCIL

Sec. 2.01. Number, selection, term.

The council shall consist of seven (7) members, a mayor and six (6) council members, elected from the city at large, in the manner provided in Article VII, for a term of three (3) years, or until their successors have been elected and take office, as provided in section 2.05. Any person who is serving in the capacity of an official in an elected office in the City of Bedford shall automatically resign that office upon filing to become a candidate for election to another City office. Each member of the council, including the mayor, is limited to be elected for four (4) consecutive full terms. Any elected official who is elected for four (4) consecutive full terms will be eligible to run for office after sitting out one full term of office. The official may not hold any compensated appointive City office or employment with the City while holding office; and may not hold any compensated appointive City office or employment with the City until one (1) year after vacating the office.
(Elect. of 6-24-69; Char. Amendment of 1-15-77; Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 2.02. Present council.

The council terms shall be elected as follows:
The mayor and council places 1 and 2 will be elected in the same year. Council places 3 and 5 will be elected in the year after the election of council places 1 and 2. Council places 4 and 6 will be elected in the year after the election of council places 3 and 5.
(Elect. of 6-24-69; Char. Amendment of 5-10-08)

Sec. 2.03. Qualifications.

The members of the council shall be qualified voters of the city, who have been residents of the city for at least one (1) year, and shall hold no other public office except for those allowed by the Texas Constitution or state law. If a member of the council shall cease to possess any of these qualifications or shall be convicted of a felony, the office shall immediately become vacant.

Sec. 2.04. Compensation.

Council members shall serve without pay or compensation provided, however, they shall be entitled to reimbursement of necessary expenses incurred in the performance of their official duties when approved by the council.

Sec. 2.05. Vacancies.

In the event of a vacancy occurring in the office of any council member or mayor, a special election shall be held in accordance with state law and the Texas Constitution for the purpose of filling such vacancy.
(Char. Amendment of 5-10-08)

Sec. 2.06. Presiding officer; mayor.

The mayor shall preside at meetings of the council, and shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of military law, but shall have no regular administrative duties. The mayor may participate in the discussion of all matters coming before the council and vote on all matters coming before the council. The council shall elect, from among its council members, a mayor pro tempore, who shall act as mayor during the absence or disability of the mayor or during a time that the office is vacated, and if desired a deputy mayor pro tempore, who shall act as mayor during the absence or disability of the mayor or during a time that the office is vacated.
(Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 2.07. Powers.

Except as otherwise provided by this charter, all powers of the city and the determination of all matters of policy shall be vested in the council. The council shall have and exercise all of the powers now authorized by the constitution and general laws of the state and any amendments thereto, and without limitation of the foregoing powers of the council, the council shall also have power to:

- (1) Appoint and remove the City Manager;
 - (2) Upon the recommendation of the City Manager, establish other administrative departments and distribute the work of divisions;
 - (3) Adopt the budget of the city;
 - (4) Authorize the issuance of bonds by a bond ordinance;
 - (5) Inquire into the conduct of any office, department or agency of the city, and make investigations as to municipal affairs;
 - (6) Appoint the members of all boards and commissions;
 - (7) Adopt and modify the official map of the city;
 - (8) Regulate and restrict the area, height and number of stories of buildings and other structures, the size of yards and courts, the density of population and the location and use of buildings for trade, industry, business, residence or other purposes, and adopt such other zoning regulations as may be authorized by law;
 - (9) Adopt, modify and carry out plans proposed by the planning and zoning commission for the replanning, improvement and redevelopment of neighborhoods, and for the replanning, reconstruction or redevelopment of any area or district which may have been destroyed in whole or in part by disaster;
 - (10) Provide for an independent audit.
- (Char. Amendment of 5-10-08)

Sec. 2.08. Appointment of City Manager.

The council shall appoint a City Manager, for an indefinite term, who shall be the chief administrative and executive officer of the city. No member of the council shall be appointed City Manager until one year after vacating the office. The City Manager shall receive such compensation as may be fixed by the council.
(Char. Amendment of 5-10-08)

Charter references: City Manager generally, art. III.

Sec. 2.09. Removal of City Manager.

The council may remove the City Manager upon the affirmative vote of a majority of the full membership of the council, including the mayor as a voting member. The action of the council in suspending or removing the City Manager shall be final, it being the intention of this charter to vest all authority and fix all responsibility for such suspension or removal in the council.

Charter references: City manager generally, art. III.

Sec. 2.10. Removal of other appointive officials.

The council may, upon the affirmative vote of a majority of the full membership of the council, including the mayor as a voting member, remove members of its appointive boards or commissions without notice, unless otherwise provided by state law.

Sec. 2.11. Not to interfere in City Manager's appointments or removals.

Neither the council nor any of its members shall direct or request the appointment of any person to or his removal from office by the City Manager, or by any of his subordinates. However, the council may consult and advise with the City Manager, make inquiry to the City Manager regarding the appointments or removals, and may express their opinion in regard thereto. In regard to administrative and executive duties under the City

Manager, the council and its members shall deal solely through the City Manager, and neither the council nor any member thereof shall give orders to any subordinates of the City Manager, either publicly or privately. Willful violation of the foregoing provisions of this charter by any member of the council shall constitute official misconduct and shall authorize the council, by a vote of a majority of its membership, to remove such violating member from the council if found in violation after public hearing, and thereby create a vacancy in the place held by such member.

(Char. Amendment of 5-10-08)

Charter references: City manager generally, art. III.

Sec. 2.12. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 2.12 in its entirety, which pertained to the creation of new departments or offices, and derived from original codification.

Sec. 2.13. Induction into office; meetings.

Council members will be inducted into office as prescribed by state law. The council shall meet regularly at such times as may be prescribed by its rules, but not less frequently than twice each month, the time for such regular meetings to be designated by ordinance, which ordinance shall be published at least one (1) time in the official newspaper of the city. The council may hold as many additional meetings as may be necessary for the transaction of the business of the city. All meetings of the council shall be open to the public in accordance with state law.

(Char. Amendment of 5-10-08)

Sec. 2.14. Judge of qualifications of its members.

The council shall be the judge of the election and qualification of its members and for such purpose shall have power to subpoena witnesses and require the production of records.

Sec. 2.15. Rules of procedure; minutes.

The council shall determine its own rules and order of business. It shall keep minutes of its proceedings, and the council approved minutes shall be open to public inspection in accordance with state law.

(Char. Amendment of 5-10-08)

Sec. 2.16. Ordinances--Required for certain legislation; enacting clause.

In addition to such acts of the council as are required by statute or by this charter to be by ordinance, every act of the council establishing a fine or other penalty, or providing for the expenditure of funds or for the contracting of indebtedness, shall be by ordinance. The enacting clause of all ordinances shall be: "Be it ordained by the City Council of the City of Bedford, Texas."

Sec. 2.17. Same--Enactment.

Each proposed ordinance or resolution shall be introduced in written or printed form and shall not contain more than one subject which shall be clearly expressed in the title, except ordinances or resolutions making appropriations or authorizing the contracting of indebtedness or issuance of bonds or other evidence of indebtedness. Any ordinance or resolution may be passed at any regular or special called meeting of the council, unless otherwise provided herein or by state law.

(Char. Amendment of 5-10-08)

Sec. 2.18. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 2.18 in its entirety, which pertained to same--emergency and nonemergency measures, and derived from original codification.

Sec. 2.19. Reserved.

Editor's note: Ord. No. 2400, § 1, adopted August 26, 1997 repealed § 2.19, which pertained to publication of penal ordinances and derived from an election of June 24, 1969.

Sec. 2.20. Independent annual audit.

Prior to the end of each fiscal year, the council shall designate qualified public accountants who, as of the end of the fiscal year, shall make an independent audit of accounts and other evidence of financial transactions of the city government, and shall submit their report to the council and to the City Manager. Such accountants shall have no personal interest, direct or indirect, in the fiscal affairs of the city government or of any of its officers. They shall not maintain any accounts or records of the city business, but, within specifications approved by the council, shall post-audit the books and documents kept by the city. A copy of such audit shall be kept in the office of the city secretary, subject to inspection by any citizen and officer during regular office hours.

(Char. Amendment of 5-10-08)

Sec. 2.21. Ethics requirements.

The city council shall adopt an ethics policy to apply to elected and appointed officials and employees of the city.

(Char. Amendment of 5-10-08)

ARTICLE III. CITY MANAGER*

***Charter references:** Appointment, § 2.08; removal, § 2.09; council not to interfere, § 2.11; recommendations as to new departments, § 2.12.

Sec. 3.01. Qualifications.

The City Manager shall be chosen by the council solely on the basis of his executive and administrative training, experience and ability, and without regard to political consideration. The City Manager need not, when appointed, be a resident of the city, or the state, but during the tenure of office shall reside in the city.

(Char. Amendment of 5-10-08)

Sec. 3.02. Powers and duties.

The City Manager shall be the chief executive officer and the head of the administrative branch of the city government. The City Manager shall be responsible to the council for proper administration of all affairs of the city and shall have power and shall be required to:

- (1) Appoint, and when necessary for the welfare of the city, remove any officer or employee of the city, except as otherwise provided by this charter and except as he may authorize the head of a department to appoint and remove subordinates in such department;
- (2) Prepare and submit to the council an annual budget and be responsible for its administration after adoption;
- (3) Prepare and submit to the council as of the end of the fiscal year a complete report on the finances and administrative activities of the city for the preceding year;
- (4) Keep the council advised of the financial condition and future needs of the city and make such recommendations as may seem desirable;
- (5) Perform such other duties as may be prescribed by this charter, state law, or required by the council;
- (6) Attend all meetings of the city council, with the right to take part in the discussions, but having no vote.

(Char. Amendment of 5-10-08)

Sec. 3.03. Absence.

To perform his [those] duties during his [the official's] temporary absence, or disability, the City Manager may designate by letter filed with the city secretary a qualified administrative officer of the city. In the event of failure of the City Manager to make such designation, the council may, by resolution, appoint an officer of the city to perform the duties of the City Manager until he [the official] shall return or his disability shall cease.

Sec. 3.04. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 3.04 in its entirety, which pertained to administrative departments--establishing, and derived from original codification.

Sec. 3.05. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 3.05 in its entirety, which pertained to same--directors, and derived from original codification.

Sec. 3.06. City secretary.

The City Manager shall appoint an officer of the city; who shall have the title of city secretary. The city secretary shall give notice of the council meetings, shall keep minutes of its proceedings, shall authenticate by signature and maintain all ordinances and resolutions and shall perform such other duties as shall be required by this charter, state law, or by the City Manager.

(Char. Amendment of 5-10-08)

Sec. 3.07. City attorney.

(a) The city attorney shall be a person admitted to the practice of law by the State of Texas and shall have practiced law for at least four years.

(b) The city attorney shall be the chief legal advisor of all offices, departments and agencies and of all officers and employees of the city in matters relating to their official powers and duties. The city attorney shall represent the city in all legal proceedings. The city attorney shall perform all services incident to the position as may be required by statute, by the City of Bedford Charter, or by ordinance.

(c) The city attorney shall be appointed to or removed from office by a vote of the city council.

(Ord. No. 2400, § 1, 8-26-97)

ARTICLE IV. BUDGET

Sec. 4.01. Fiscal year; budget year; accounting year.

The fiscal year of the city government shall begin on the first day of October and shall end on the last day of September of each calendar year. The fiscal year shall constitute the budget and the accounting year.

Sec. 4.02. Preparation and submission.

Prior to the fifteenth day of August in each year, the City Manager shall prepare, file with the city secretary, and furnish to each member of the council a carefully itemized budget outlining anticipated receipts and proposed expenditures of the city, showing as definitely as possible appropriations desired for each project and operation for the next succeeding fiscal year, comparing the same with the budget for the then current fiscal year, and stating the actual receipts and expenditures of the then current fiscal year, including the estimated expenditures for the fourth quarter of the current fiscal year. Each employee, officer, current board, commission and department shall furnish the City Manager such information as may be required by him or her for the proper preparation of each budget. The proposed budget shall also contain:

(1) A complete and detailed statement of assets, obligations and liabilities of the city and of each of the funds administered by it.

(2) An estimate of the rate of tax required for the current calendar year.

(3) A capital program, which shall include all equipment with a minimum depreciable lifetime of five (5) years, which will be revised and extended each year to indicate capital improvements pending or in the process of construction or acquisition, and shall include the following items:

a. A summary of proposed programs;

b. A list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years, which list shall include a five (5) year projection for debt service, next ensuing, with appropriate supporting information as to the necessity for such improvements;

c. Cost estimates, method of financing and recommended time schedules for each such improvement; and

d. The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

(4) An investment strategy for the cash management of the city funds.

(5) Such other budgetary information as may be requested in writing by any member of the city council.

(Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 4.03. Form.

At the head of the budget there shall appear a summary of the budget, in such a manner as to present to taxpayers a simple and clear summary of the detailed estimates of the budget. The City Manager shall at the same time submit a budget message explaining the need of the requested appropriations and stating what pending capital projects, if any, will likely require the issuance of bonds or warrants.

Sec. 4.04. A public record.

The budget and budget message and all supporting schedules shall be a public record in the office of the city secretary and the public library of the city open to public inspection by anyone.

Sec. 4.05. Publication and notice of public hearing.

At the meeting of the council at which the budget and budget message are submitted, the council shall determine the place and time of the public hearing on the budget and cause to be published in the official newspaper of the city a notice of the place and time, which shall not be less than three (3) days nor more than fourteen (14) days after date of publication.

Sec. 4.06. Hearing and adoption of budget.

At the time advertised or at any time to which such public hearing shall be adjourned, the council shall hold a public hearing on the budget as submitted, at which time all interested persons shall be given an opportunity to be heard for or against the estimates or any item therein. After the conclusion of such public hearing, the council may make such changes, if any, in the budget as in their judgment the law warrants and the best interests of the taxpayers of the city demand. The budget, as amended, shall then be adopted by ordinance which shall also fix the property tax rate per one hundred dollars (\$100.00) assessed value, which shall apply to the current tax year. The City Manager shall file a copy of the budget with the county clerk of Tarrant County.

(Char. Amendment of 5-10-08)

Sec. 4.07. Budget establishes appropriations and amount to be raised by taxation.

From the effective date of the budget the amount stated therein as the amount to be raised by taxation shall constitute a determination of the amount of the levy for the purposes of the city in the corresponding tax year and the several amounts stated therein, as proposed expenditures shall thereby be and become appropriated to the several objects and purposes therein stated, but unused appropriations for any item may be transferred and used for any other item required for the accomplishment of the same general purpose.

Sec. 4.08. Unallocated reserve fund.

When recommended by the City Manager and at the discretion of the council, the budget may contain a reasonable sum set aside as an unallocated reserve fund to meet unexpected and unforeseen contingencies in current operating costs of any budget project.

(Char. Amendment of 5-10-08)

Sec. 4.09. Amendment and supplemental budgets.

Upon the affirmative vote of a majority of the full membership of the council, the original budget may be amended or supplemented. Such supplements and amendments shall be approved in an ordinance and shall be filed with the original budget.

(Char. Amendment of 5-10-08)

Sec. 4.10. Defect shall not invalidate tax levy.

Defects in the form or preparation of the budget or the failure to perform any procedural requirement shall not invalidate any tax levy or the tax roll.

ARTICLE V. BONDS, WARRANTS AND EVIDENCES OF INDEBTEDNESS

Sec. 5.01. Power to issue.

The city shall have the right to issue all tax bonds, revenue bonds, funding and refunding bonds, time warrants and other evidences of indebtedness as now authorized or as may hereafter be authorized to be issued by cities and towns by the general laws of the state.
(Char. Amendment of 5-10-08)

Sec. 5.02. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 5.02 in its entirety, which pertained to manner of issuance, and derived from original codification.

ARTICLE VI. TAX ASSESSMENT AND COLLECTION

Sec. 6.01. Power to tax.

The city council shall have the power and it is hereby authorized and made its duty to levy annually, for general purposes and for the purpose of paying interest and providing the sinking fund on the bonded indebtedness of the city now in existence or which may hereafter be created, an ad valorem tax on all real, personal or mixed property within the territorial limits of said city, and upon all franchises granted by the city to any individual or corporation of not exceeding a total of one dollar and fifty cents (\$1.50) on the one hundred dollar (\$100.00) assessed valuation of said property, and to levy annually such gross receipts, franchise, occupation and other taxes as may be authorized under the Constitution and laws of the state.
(Char. Amendment of 5-10-08)

Sec. 6.02. State law governs tax collection.

The council shall have full power to provide for the prompt collection of taxes imposed and the procedures, time limits, interest, penalties and methods of levying, imposing, assessing and collecting of taxes shall be those prescribed by state law. The council shall impose such ad valorem taxes as are necessary to support the budget.

Sec. 6.03. Exempt property.

There shall be exempt from taxation all property exempted by the State Constitution, state law and the ordinances of the city, as they are now or as they may be amended.

Sec. 6.04. Unrendered property.

The city shall provide for the assessment of all unrendered property in accordance with state law.

Sec. 6.05. Payment of taxes.

The council shall provide for the payment of taxes in accordance with state law.

Sec. 6.06. Delinquent taxes.

The council shall provide the collection of delinquent taxes in accordance with state law.

Sec. 6.07. Tax lien and liability.

A special lien is hereby created on all real, personal and mixed property, located in the city, in favor of the City of Bedford, for all unpaid taxes. The priority of said lien shall be determined in accordance with the laws of the state and of the United States.

Sec. 6.08. Joint interest in property.

The council shall provide for the assessment of property and the clearing of tax liens in accordance with state law.

Sec. 6.09. Appraisal of property.

The council shall provide for the appraisal of property in accordance with state law.

Sec. 6.10. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 6.10 in its entirety, which pertained to same--appeal to, and derived from original codification.

Sec. 6.11. Council shall have power to regulate taxes and appoint tax assessor and collector.

The council shall have the power to make all regulations pertaining to the assessment and collection of ad valorem taxes not in conflict with the constitution and laws of the state and may confer the powers and duties of tax assessor and collector on any officer of the city, and unless a person has been appointed to the position of tax assessor and collector for the city, the city council may contract with any other political subdivision, to assess, equalize and collect the taxes for the city.

(Char. Amendment of 1-15-77)

ARTICLE VII. NOMINATIONS AND ELECTIONS

Sec. 7.01. Times of elections.

The regular city election shall be held every year on the first Saturday in May, or at such time as prescribed by law, at which time officers will be elected to fill those offices which become vacant that year. The city council shall fix the hours and place for holding such election. The city council may, by resolution, order a special election, fix the time and place for holding same and provide all means for holding such special election.

(Char. Amendment of 1-15-77; Char. Amendment of 5-10-08)

Sec. 7.02. Regulation of elections.

The city council shall make all regulations which it considers needful or desirable, not inconsistent with this charter or the laws of the state for the conduct of municipal elections, for the prevention of fraud in such elections and for the recount of ballots in case of doubt or fraud. Municipal elections shall be conducted by the appointed election authorities, who shall also have power to make regulations not inconsistent with this charter or with any regulations made by the council or the laws of the state.

Sec. 7.03. Nominations.

Any person having the qualifications required by this charter may have his/her name placed on the ballot as a candidate for mayor, council member or municipal judge. The filing period for such application shall be as provided by state law.

(Ord. No. 2400, § 1, 8-26-97)

Sec. 7.04. Number, selection and term of city council members.

The council, consisting of [the] mayor and six (6) council members, shall be selected as follows:

- (1) The mayor shall be elected by a majority vote of the qualified voters voting at the election.
- (2) The six (6) council members shall be elected to individual places, designated by number, from the city at large, and each shall be elected by a majority vote of the qualified voters voting at the election.
- (3) The mayor and each council member shall hold office for a period of three (3) years and until a successor is duly elected and qualified.

Sec. 7.05. Official ballot.

The names of all candidates for office, except such as may have been withdrawn, died or become ineligible, shall be placed on the ballot without party designations and in the order determined in a drawing as provided by state law.

Sec. 7.06. Qualified voter.

Qualifications for voting in the City of Bedford elections shall be the same as set out in the laws of the State of Texas.

(Char. Amendment of 1-15-77)

Sec. 7.07. Laws governing city elections.

All city elections shall be governed, except as otherwise provided by this charter, by the laws of the state governing general and municipal elections.

Sec. 7.08. Conducting and canvassing elections; run-off elections.

The election judges and other necessary election officials for conducting all such elections shall be appointed by the city council. The election judges shall conduct the elections, determine, record and report the results as provided by the general election laws of the state. The city council shall meet, open the returns, canvass and officially declare the results of the election as to candidates and questions and issue certificates of election to candidates elected as provided by state law. In the event no candidate for a given office has received the necessary majority, the mayor shall call a second election to be held as provided by state law. At the second election, the ballot shall list in that order the names of the two (2) candidates receiving at the first election the first and second highest number of votes for a given office. Should one of such candidates withdraw, die or become ineligible, a second election shall not be held, and the other shall be declared elected to office. Any tie shall be decided by lot as provided by state law.

Sec. 7.09. Oath of office.

Every officer of the city shall, before entering upon the duties of his office, take and subscribe to the oath or affirmation as prescribed by the Constitution of the state.

Sec. 7.10. Election of municipal judge.

The municipal judge shall be elected by a majority vote of the qualified voters voting at the election. (Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

ARTICLE VIII. MUNICIPAL COURT*

*State law references: Fees of officers, Vernon's Ann. C.C.P. arts. 45.09, 102.001.

Sec. 8.01. Creation and jurisdiction; fines.

There is hereby created and established a court to be the municipal court of the city, which court shall have jurisdiction over violations of city ordinances and other matters as provided by state law. (Char. Amendment of 1-15-77; Char. Amendment of 5-10-08)

State law references: Creation of municipal court, V.T.C.A., Government Code § 29.002; jurisdiction of municipal court, V.T.C.A., Government Code § 29.003 and Vernon's Ann. C.C.P. art. 4.14.

Sec. 8.02. Municipal Judge--Designation.

The municipal judge shall be a qualified voter of the city, who has been a resident of the city for at least one (1) year, a competent practicing lawyer, and shall hold no other public office except for those allowed by the Texas Constitution or state law. If a municipal judge shall cease to possess any of these qualifications or shall be convicted of a felony, the office shall immediately become vacant. The city council may, by ordinance, provide the salary of the municipal judge in accordance with state law. The term is for three (3) years.

The municipal judge is limited to four (4) consecutive full terms. Any municipal judge who is elected for four (4) consecutive full terms will be eligible to run for office after sitting out one (1) full term of office. (Char. Amendment of 1-15-77; Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Editor's note: At the direction of the city the editor has removed the language, "whose [appointment shall be]" and replaced it with "who shall be" in first paragraph of section.

State law references: Judge of the municipal court, V.T.C.A., Government Code § 29.004.

Sec. 8.03. Same--Power.

The judge of said municipal court shall have all powers and authorities provided by city ordinance and state law. (Char. Amendment of 5-10-08)

Sec. 8.04. Clerk--Power.

The clerk of said municipal court and his deputies shall have the power to administer oaths and affidavits, make certificates, affix the seal of said court thereto and generally to do and perform any and all acts usual and necessary by clerks of courts in issuing process of said courts and conducting the business thereof.

Editor's note: A Charter amendment of May 10, 2008, repealed the former § 8.04, which pertained to clerk--designation; salary as prescribed, and derived from original codification. Subsequently, the former § 8.05 has been renumbered as § 8.04.

ARTICLE IX. PLANNING AND ZONING

Sec. 9.01. Planning and zoning commission--Establishing; membership; organization; meetings.

There shall be established a planning and zoning commission which shall consist of a minimum of seven (7) citizens from the city. The members of said commission shall be appointed by the city council for a term of two (2) years. An odd number of members of the planning and zoning commission shall be so appointed each odd numbered year and an even number of members shall be so appointed each even numbered year. The commission shall elect a chairman from among its membership and shall meet not less than once each month. Vacancies and unexpired terms shall be filled by the council for the remainder of the term. A majority of the members shall constitute a quorum. Members of the commission may be removed by a majority vote of the council.

The commission shall keep minutes of its proceedings, which shall be of public record. The commission shall serve without compensation.

(Elect. of 6-24-69; Char. Amendment of 5-10-08)

Sec. 9.02. Same--Powers and duties.

The planning and zoning commission shall:

- (1) Recommend a city plan for the physical development of the city;
- (2) Recommend to the city council approval or disapproval of proposed changes in the zoning plan; and
- (3) Exercise control over platting or subdividing land within the corporate limits of the city, and outside said corporate limits to the extent authorized by law.

The commission shall be responsible to and act as an advisory body to the council, and shall have and perform such additional duties as may be prescribed by ordinance.

Sec. 9.03. Master plan--Development.

The master plan for the physical development of the city shall contain the commission's recommendations for growth, development, and beautification of the city. A copy of the master plan, or any part thereof, shall be forwarded to the city council, which may adopt this plan in whole or in parts, and may adopt any amendments thereto after at least one (1) public hearing on the proposed action. If such plan, or part thereof, shall be rejected by the council, the commission may modify such plan, or part thereof, and again forward it to the city council for consideration.

All amendments to the master plan recommended by the commission shall be submitted in the same manner as outlined above to the city council for approval, and all recommendations affecting the master plan shall be accompanied by a recommendation from the planning and zoning commission.

(Char. Amendment of 5-10-08)

Sec. 9.04. Same--Legal effect.

Upon the adoption of a master plan by the city council, no subdivision, street, park or any public way, ground, or space, public building or structure, or public utility, whether publicly or privately owned, which is in conflict with the master plan shall be constructed or authorized by the city, until and unless the location and extent thereof shall have been submitted to and approved by the commission. In case of disapproval, the commission shall communicate its reasons to the council, which shall have the power to overrule such disapproval, and upon such overruling, the council shall have power to proceed. The widening, narrowing, re-locating, vacating or change in the use of any street, alley or public way, or ground or the sale of any public

building, or real property, shall be subject to similar submission and approval by the planning and zoning commission, and failure to approve may be similarly overruled by the city council.

ARTICLE X. FRANCHISES AND PUBLIC UTILITIES

Sec. 10.01. Powers of the city.

In addition to the city's power to buy, own, construct, maintain, and operate utilities, within or without the city limits, and to manufacture and distribute electricity, gas, or anything else that may be needed or used by the public, the city shall have further powers as may now or hereafter be granted under the constitution and laws of the state.

Sec. 10.02. Franchise granting power of council.

The city council shall have power to grant, renew or extend by ordinance all franchises of all public utilities of every character operating within the city, and for such purposes is granted full power. No public utility franchise shall be transferable except to persons, firms or corporations taking all or substantially all of the holder's business in the city, and except with the approval of a three-fourths (3/4) majority of the council expressed by ordinance.

All grants, renewals, extensions, or amendments of public utility franchises, whether it be so provided in the ordinance or not, shall be subject to the right of the city:

(1) To repeal the same by ordinance at any time for failure to begin construction or operation within the time prescribed or for failure otherwise to comply with the terms of the franchise, such power to be exercised only after due notice and hearing.

(2) To require an adequate and reasonable extension of plant and service, and the maintenance of the plant and fixtures at the standard necessary to render the highest reasonable quality of utility service to the public.

(3) To establish reasonable standards of service and quality of products and prevent unjust discrimination in service or rates.

(4) a. To prescribe the form of accounts kept by each such utility; provided, that if the utility shall keep its accounts in accordance with the uniform system of accounts for said utility prescribed by the National Association of Railroad and Public Utility Commissioners, the Federal Power Commission, the Federal Communications Commission, the Railroad Commission of Texas, or their successors, or other state or federal utility regulating agencies, this shall be deemed sufficient compliance with this paragraph;

b. At any time to examine and audit the accounts and other records of any such utility and to require annual and other reports, including reports on local operations by each such public utility.

(5) To impose such reasonable regulations and restrictions as may be deemed desirable or conducive to the safety, welfare and accommodation of the public.

All rights of the city to regulate a franchise shall conform to state, federal and local laws; provided, however, that all rights of the city given by state law in the event of a conflict between the city charter and state law, are hereby reserved.

(Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 10.03. Franchise value not to be allowed.

In fixing reasonable rates and charges for utility service within the city, and in determining the just compensation to be paid by the city for public utility property which the city may acquire by condemnation or otherwise, nothing shall be included as the value of any franchise granted by the city under this charter.

Sec. 10.04. Right of regulation.

The City shall have the right to regulate utilities to the full extent allowed by state and federal law.

(Char. Amendment of 5-10-08)

Sec. 10.05. Consent of property owners.

The consent of abutting and adjacent property owners shall not be required for the construction, extension, maintenance or operation of any public utility; but nothing in this charter or in any franchise granted thereunder shall ever be construed to deprive any such property owners of any right of action for damage or injury to his property as now or hereafter provided by law.

Sec. 10.06. Extensions.

All extensions of public utilities within the city limits shall become a part of the aggregate property of the public utility, shall be operated as such, and shall be subject to all the obligations and reserved rights contained in this charter and in any original grant hereafter made. The right to use and maintain any extension shall terminate with the original grant and shall be terminable as provided in this article. In case of an extension of public utility operated under a franchise hereafter granted, such right shall be terminable at the same time and under the same conditions as the original grant.

(Char. Amendment of 5-10-08)

Sec. 10.07. Temporary licenses.

Licenses unconditionally revocable at the will of the governing body for minor or temporary privileges in the streets, public ways and public places of the city may be granted and revoked by ordinance from time to time, and such licenses shall not be deemed franchises as the term is used in this charter.

(Char. Amendment of 5-10-08)

Sec. 10.08. Other conditions.

The power of the city to exercise the right of eminent domain in the acquisition of any utility property is in all things reserved as well as the general power of the city heretofore existing and herein provided for to regulate the rates and services of a utility, which shall include the right to require adequate and reasonable extension of plant and service and the maintenance of the plant fixtures at the standard necessary to render the highest reasonable quality of utility service to the public. Every public utility franchise hereafter granted shall be held subject to all the terms and conditions contained in the various sections of this article whether or not such terms are specifically mentioned in the franchises. Nothing in this charter shall operate to limit in any way, as specifically stated, the discretion of the council or the electors of the city in imposing terms and conditions as may be reasonable in connection with any franchise grant, including the right to require such compensation or rental as may be permitted by the laws of the state.

(Char. Amendment of 5-10-08)

Sec. 10.09. Franchise records.

Every public utility shall file its city franchise, if applicable, or other grant of authority, with the City Secretary.

(Char. Amendment of 5-10-08)

Sec. 10.10. Accounts of municipal-owned utilities.

Accounts shall be kept for each public utility owned or operated by the city, in such manner as to show the true and complete financial results of such city ownership and operation, including assets, appropriately subdivided into different classes, all liability subdivided by classes, depreciation reserve, other reserves, and surplus; also revenues, operating expenses including depreciation, interest payments, rental and other disposition of annual income. The accounts shall show the actual capital cost to the city of each public utility owned, also the cost of all extensions, additions, and improvements and the source of the funds expended for such capital purposes. They shall show as nearly as possible the cost of any service furnished to or rendered by any such utility to any other city or governmental department. The council shall annually cause to be made by a certified public accountant, and shall publish, a report showing the financial condition of said public utility and the financial result of such city ownership and operation, giving the information specified in this section and such additional data as the council shall deem expedient.

(Char. Amendment of 5-10-08)

Sec. 10.11. Regulations of rates and service--Generally.

The city council shall have full power to regulate by ordinance the rates and services of every public utility operating in the city.

(Char. Amendment of 5-10-08)

Editor's note: The statute cited in the above section has been superseded by the Public Utility Regulatory Act of 1995 (Vernon's Ann. Civ. St. art. 1446c-0).

Sec. 10.12. Reserved.

Editor's note: A Charter amendment of May 10, 2008, repealed § 10.12 in its entirety, which pertained to same--rate changes, and derived from original codification.

ARTICLE XI. MISCELLANEOUS PROVISIONS

Sec. 11.01. No officer or employee to accept gift, etc., from public utility.

No officer or employee of the city shall ever accept, directly or indirectly, any gift, favor, privilege or employment from any public utility corporation enjoying a grant of any franchise, privilege or easement from said city, during the term of office of such officer, or during such employment of such employee, except as may be authorized by law or ordinance. Any willful violation of this section shall constitute malfeasance in office, and any officer, employee or appointee guilty thereof shall thereby forfeit his office or position. Any violation of this section, with the knowledge, expressed or implied, of the person or corporation contracting with the governing body of the city shall render the contract involved voidable by the City Manager or the governing body.

(Char. Amendment of 5-10-08)

Sec. 11.02. Officers or employees of the city not to have financial interest in any contracts of the city.

No officer, employee or appointee of the city shall have a financial interest, direct or indirect, in any contract with the city, or be financially interested, directly or indirectly, in the sale to the city of any land, materials, supplies or services, unless disclosure of such interest shall be made public prior to the time of any action being taken on such contract. Public disclosure shall be by inclusion on the official agenda and in the minutes of the meeting. Any willful violation of this section shall constitute malfeasance in office, and any officer, employee or appointee guilty thereof shall thereby forfeit his office or position. Any violation of this section, with the knowledge, expressed or implied, of the person or corporation contracting with the governing body of the city shall render the contract involved voidable by the City Manager or the governing body.

(Char. Amendment of 1-15-77)

Sec. 11.03. Property not exempt from special assessments.

No property of any kind in the city shall be exempt from any of the special taxes and assessments authorized by state law, ordinance or the charter.

(Char. Amendment of 5-10-08)

Sec. 11.04. Notice of damage or injury required.

The city shall never be liable for any personal injury, whether resulting in death or not, unless the person injured or someone in his behalf, or in the event the injury results in death, the person or persons who may have a cause of action under the law by reason of such death or injury, shall file a notice in writing, duly verified, with the city secretary, within six (6) months after the same has been received, stating specifically in such notice when, where and how the exact injury occurred and the full extent thereof, together with the amount of damages claimed or asserted. The city shall never be liable for any claim for damages or injury to personal property unless the person whose personal property has been injured or damaged, or someone in his behalf, shall file a claim, in writing, duly verified with the city secretary, within six (6) months after said damage or injury has occurred, stating specifically when, where and how the injury or damage occurred and the full extent thereof, and the amount of damage sustained.

The city shall never be liable for any claim for damage or injury to real property caused by the negligent act or omission of its officers, servants, agents or employees, unless the person whose real property has been injured or damaged, or someone in his behalf, shall file a claim in writing, duly verified, with the city secretary, within six (6) months after said damage or injury has occurred, stating specifically when, where and how the injury or damage occurred, and the amount of damage claimed. The city shall never be liable on account of any damage or injury to person or to personal property arising from or occasioned by any defect in any public street, highway, alley, grounds or public work of the city, unless the specific defect causing the damage or injury shall have been actually known to the city secretary at least twenty-four (24) hours prior to the

occurrence of the injury or damage, or unless the attention of the city secretary shall have been called thereto by a notice thereof in writing at least twenty-four (24) hours prior to the occurrence of the injury or damage and proper diligence has not been exercised to rectify the defect. The notice herein required to be given to the city secretary of the specific defect causing the damage or injury shall apply where the defect arose from any omission of the city itself through its agents, servants or employees, or acts of third parties.
(Char. Amendment of 1-15-77; Ord. No. 2400, § 1, 8-26-97; Char. Amendment of 5-10-08)

Sec. 11.05. City exempt from appeal bonds.

It shall not be necessary in any action, suit or proceeding in which the city is a party for any bond, undertaking or security to be executed in behalf of said city, but all such actions, suits, appeals or proceedings shall be conducted in the same manner as if such bond, undertaking or security had been given, and said city shall be liable as if such obligation had been duly given and executed.

Sec. 11.06. Execution, garnishment and assignment.

Except as provided by state law, the property, real and personal, belonging to said city shall not be liable to be sold or appropriated under any writ of execution or cost bill, nor shall the funds belonging to said city, in the hands of any person, be liable to garnishment on account of any debts it may owe or funds it may have on hand due any person, nor shall the city or any of its officers or agents be required to answer to any writ of garnishment on any account whatsoever, nor shall said city be liable to the assignee of any wages of any officer, agent or employee of said city, whether earned or unearned, upon any claim or account whatsoever, and as to the city such assignment shall be absolutely void.
(Char. Amendment of 5-10-08)

Sec. 11.07. No lien on public property.

No lien of any kind can ever exist against the public buildings, public halls, parks or public works of the city.
(Char. Amendment of 5-10-08)

Sec. 11.08. Bonds of contractors.

The council shall require good and sufficient bonds of all contractors with good and sufficient sureties, who shall be authorized to do business in the State of Texas.
(Char. Amendments of 1-15-77; Char. Amendment of 5-10-08)

Sec. 11.09. Condemnation of dangerous structures.

Whenever any building, fence, shed, awning, or structure of any kind or part thereof, is determined to be dangerous and the possibility of injury to persons or property exists, the council or an entity or agent provided for by ordinance of the council may order the owner or agent of the same, or occupant of the premises, to repair or take down and remove the same within such time as it may direct, and may punish by fine all persons failing so to do. Upon his failure to comply, the council or an entity or agent provided for by ordinance of the council shall have the additional power to remove the same at the expense of the city on account of the owner of the property and assess the expenses thereof, including condemnation proceedings, as a special tax against the land, and the same may be collected as other special taxes provided for in this charter, or by suit in any court of competent jurisdiction.

The council or an entity or agent provided for by ordinance of the council shall have full power to condemn all dangerous buildings or obstructions of any kind and may provide regulations therefor by ordinance.
(Char. Amendment of 5-10-08)

Sec. 11.10. Fire limits.

The council may establish fire limits and prescribe the kind and character of materials to be used in buildings constructed within such limits.
(Char. Amendment of 5-10-08)

Sec. 11.11. Building permits.

The city shall have power to prohibit the erection or construction of any building or structure of any kind within the city without a permit first having been issued by the city for the construction or erection of such building or structure, and may authorize a fee to be charged for such permit, and in pursuance of said authority, may authorize the inspection by the city of all buildings or structures during the progress of their construction and may require that all buildings shall be constructed in conformity with the building regulations which exist in said city or which shall hereafter be passed.

Sec. 11.12. Bonds of city official, employee or department director.

In addition to any bonding provisions herein provided, the council may require any city official, department director or city employee, before entering upon his duties, to execute a good and sufficient bond with a surety company doing business in the state and approved by the city council, as surety thereon, said bond to be in such amount as the council may demand, payable to the city, and conditioned for the faithful performance of the duties of his office; premium of such bond to be paid by the city.

(Char. Amendment of 5-10-08)

Sec. 11.13. When charter provisions take effect.

For the purpose of nominating and electing members of the council, the provisions of this charter shall be in effect for the regular municipal election to be held in April, 1968. For all other purposes this charter shall be in effect from and after its approval by the electors of the city, and the entering of an official order upon the records of the city by the governing body, declaring the same adopted.

Sec. 11.14. Right to amend the charter.

This charter may be amended no more than once every two (2) years.

(Char. Amendment of 5-10-08)

Sec. 11.15. Ordinances, rules and regulations validated.

All ordinances, resolutions, rules and regulations of the city heretofore ordained, passed or enacted, that are in force at the time this charter becomes effective and which are not in conflict with such charter, shall remain in full force and effect until altered, amended or repealed by the governing body of the city after such charter takes effect.

(Char. Amendment of 5-10-08)

Sec. 11.16. Separability clause.

If any section or part of section of this charter shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this charter nor the context in which such section or part of section so held invalid may appear, except to the extent that an entire section or part of section may be inseparably connected in meaning and effect with the section or part to which such holding shall directly apply.

Sec. 11.17. Mandatory charter review.

The council shall hold a public hearing every fifth year after an amendment to the charter in order to determine whether a commission should be appointed to review the charter and to make recommendations to the city council for amendment of the charter. If the council determines that it would be in the best interests of the citizens to appoint a charter review commission, it shall appoint a charter review commission of fifteen (15) citizens of the City of Bedford.

(a) *Duties of the commission.*

(1) Inquire into the operation of the city government under the charter provisions and determine whether any such provisions require revision.

(2) Propose any recommendations it may deem desirable to help ensure compliance with the provisions of the charter and state law.

(3) Propose, if it deems desirable, amendments to this charter to improve the effective application of the charter to current conditions.

(4) Report its findings and present its proposed amendments, if any, to the city council.

(b) *Action by the council.* The city council shall receive and have published, in the designated official public newspaper of the city, a final report of the charter review commission. The city council shall consider any

recommendation made and if any amendments be presented as a part of such report, may order such amendment or amendments to be submitted to the voters of the city in the manner provided by state law.

(c) *Term of office.* The term of office of such charter review commission shall be as established by the city council. At the completion of such term, a report shall be submitted to the council. All recordings or the proceedings of such commission shall be filed with the city secretary and shall become a public record.

(Char. Amendment of 5-10-08)

ARTICLE XII. GENERAL CONSTRUCTION

Sec. 12.01. Effective date.

This charter shall be in effect from and after its approval by the electors of the city, and the entering of an official order upon the records of the city by the governing body, declaring the same adopted.

(Char. Amendment of 1-15-77)

Sec. 12.02. Construction.

In the wording of the charter, the use of the singular number shall include the plural, and the plural shall include the singular. Words used in the masculine gender shall include the feminine also, unless by reasonable construction, it appears that such was not the intention of this charter.

(Char. Amendment of 1-15-77)

ARTICLE XIII. INITIATIVE AND REFERENDUM

Sec. 13.01. General authority.

(a) *Initiative.* The registered voters of the city shall have power to propose lawful ordinances to the council, and if the council fails to adopt an ordinance so proposed without any change in substance, to adopt or reject it at a city election provided that such power shall not extend to the budget or capital program or any ordinance relating to appropriation of money, levy of taxes or salaries of city officers or employees.

(b) *Referendum.* The registered voters of the city shall have the power to require reconsideration by the council of any adopted ordinance and, if the council fails to repeal an ordinance so reconsidered, to approve or reject it at a city election, but such power shall not extend to the budget or capital program or any emergency ordinance relating to appropriation of money, levy of taxes or salaries of city officers or employees.

(Char. Amendment of 5-10-08)

Sec. 13.02. Commence of proceeding; petitioners' committee; affidavit.

Any five (5) registered voters may commence initiative or referendum proceedings by filing with the city secretary an affidavit stating they will constitute the petitioners' committee and be responsible for circulating the petition and filing it in proper form, stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or citing the ordinance sought to be reconsidered.

Within two (2) working days after the affidavit of the petitioners' committee is filed the city secretary shall issue the appropriate petition blanks to the petitioners' committee.

Sec. 13.03. Petitions.

(a) *Number of signatures.* Initiative and referendum petitions must be signed by registered voters of the city equal in number to five (5) percent of the total number of registered voters registered to vote at the last regular election, or 1,250, whichever is greater.

(b) *Form and content.* All papers of a petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in ink and shall be followed by the address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.

(c) *Affidavit of circulation.* Each paper of a petition shall have attached to it when filed an affidavit executed by the person circulating it stating that he or she personally circulated the paper, the number of signatures thereon, that all the signatures were affixed in his or her presence, that he or she believes them to be the

genuine signatures of the persons whose names they purport to be and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.

(d) *Time for filing referendum petitions.* Referendum petitions must be filed within thirty (30) days after adoption by the council of the ordinance sought to be reconsidered.

(e) *Time for filing initiative petitions.* Initiative petitions must be filed within thirty (30) days after issuance of the appropriate petition blanks to the petitioners' committee.

Sec. 13.04. Procedure after filing.

(a) *Certificate of city secretary; amendment.* Within twenty (20) days after the petition is filed with the city secretary, the city secretary shall complete a certificate as to the sufficiency of the petition. The city secretary shall determine the sufficiency of the petition in accordance with state law. If the petition is found to be insufficient, the city secretary shall specify in writing the particulars wherein it is defective and shall within two (2) working days send a copy of the certificate to the petitioners' committee by registered mail. A petition certified insufficient for lack of the required number of valid signatures may be amended once if the petitioners' committee files a notice of intention to amend it with the city secretary within two (2) working days after receiving the copy of the city secretary's certificate and files a supplementary petition upon additional papers within ten (10) days after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of subsections (a) and (b) of section 13.03 and within five (5) days after it is filed the city secretary shall complete a certificate as to the sufficiency of the petition as amended and within two (2) working days send a copy of such certificate to the petitioners' committee by registered mail as in the case of an original petition. If a petition or amended petition is certified sufficient and the petitioners' committee does not elect to amend or request council review under subsection (b) of this section within the time required, the city secretary shall present the city secretary's certificate to the council at the next regularly scheduled council meeting on which the item may appear on the agenda, and the certificate shall then be a final determination as to the sufficiency of the petition.

(b) *Council review.* If a petition has been certified insufficient and the petitioners' committee does not file notice of intention to amend it or if an amended petition has been certified insufficient, the committee may within two (2) days after receiving the copy of such certificate file a request that it be reviewed by the council. The council shall review the certificate at its next meeting on which the item may appear on the agenda and approve or disapprove it and the council's determination shall then be a final determination as to the sufficiency of the petition.

(c) *Court review; new petition.* A final determination as to the sufficiency of a petition shall be subject to court review. A final determination of insufficiency even if sustained upon court review shall not prejudice the filing of a new petition for the same purpose.

(Char. Amendment of 5-10-08)

Sec. 13.05. Referendum petitions; suspension of effect of ordinance.

When a referendum petition is filed with the city secretary, the ordinance sought to be reconsidered shall be suspended from taking effect. Such suspension shall terminate when:

- (1) There is a final determination of insufficiency of the petition;
- (2) The petitioners' committee withdraws the petition;
- (3) The council repeals the ordinance; or
- (4) Thirty (30) days have elapsed after a vote of the city on the ordinance.

Sec. 13.06. Action on petitions.

(a) *Action by council.* When an initiative or referendum petition has been finally determined sufficient, the council shall promptly consider the proposed initiative or referendum ordinance in the manner provided herein or reconsider the referred ordinance by voting its repeal. If the council fails to adopt a proposed initiative ordinance without any change in substance within sixty (60) days or fails to repeal the referred ordinance within thirty (30) days after the date the petition was finally determined sufficient it shall submit the proposed or referred ordinance to the voters of the city. The election must be held on the first available general election date as established by state law.

(b) *Submission to voters.* Copies of the proposed or referred ordinance shall be made available at the polls.

(c) *Withdrawal of petitions.* An initiative or referendum petition may be withdrawn at any time prior to the date the election is called by filing with the city secretary a request for withdrawal signed by at least four (4)

members of the petitioners' committee. Upon the filing of such request, the petition shall have no further force or effect and all proceedings thereon shall be terminated.

(Char. Amendment of 5-10-08)

Sec. 13.07. Results of election.

(a) *Initiative.* If a majority of the registered voters, voting on a proposed initiative ordinance, vote in its favor, the ordinance shall be considered adopted upon certification of the election results and shall be treated in all respects in the same manner as ordinances of the same kind adopted by the council. If conflicting ordinances are approved at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.

(b) *Referendum.* If a majority of the registered voters, voting on a referred ordinance, vote against it, the ordinance shall be considered repealed upon certification of the election results.

(Char. Amendment of 5-10-08)

Sec. 13.08. Initiative and referendum--Failure of city council to act.

In case all of the requirements of this charter shall have been met and the council shall fail or refuse to receive the petition or discharge any other duties imposed upon the council by the provision of this charter with reference to initiative and referendum, then a district judge of Tarrant County, Texas, shall discharge any of such duties herein provided to be discharged by the person performing the duties of the city secretary or by the council.

(Char. Amendment of 5-10-08)

ARTICLE XIV. RECALL

Sec. 14.01. Power of recall.

The qualified voters shall have the power to recall any elected official of the city.

Sec. 14.02. Commence of proceeding; petitioners' committee; affidavit.

Any five (5) registered voters may commence recall proceedings by filing with the city secretary an affidavit stating they will constitute the petitioners' committee and be responsible for circulating the petition and filing it in proper form, stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the reasons for the recall of the elected official.

Within two (2) working days after the affidavit of the petitioners' committee is filed the city secretary shall issue the appropriate petition blanks to the petitioners' committee.

Sec. 14.03. Petitions.

(a) *Number of signatures.* Recall petitions must be signed by registered voters of the city equal in number to five (5) percent of the total number of registered voters registered to vote at the last regular election, or 1,250, whichever is greater.

(b) *Form and content.* All papers of a petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in ink and shall be followed by the address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the reasons for the recall of the elected official.

(c) *Affidavit of circulation.* Each paper of a petition shall have attached to it when filed an affidavit executed by the person circulating it stating that he or she personally circulated the paper, the number of signatures thereon, that all the signatures were affixed in his or her presence, that he or she believes them to be the genuine signatures of the persons whose names they purport to be and that each signer had an opportunity before signing to read the full text of the reasons for the recall of the elected official.

(d) *Time for filing recall petitions.* Recall petitions must be filed within thirty (30) days after issuance of the appropriate petition blanks to the petitioners' committee.

(Char. Amendment of 5-10-08)

Sec. 14.04. Procedure after filing.

(a) *Certificate of city secretary; amendment.* Within twenty (20) days after the petition is filed with the city secretary, the city secretary shall complete a certificate as to the sufficiency of the petition. The city secretary shall determine the sufficiency of the petition in accordance with state law. If the petition is found to be insufficient, the city secretary shall specify in writing the particulars wherein it is defective and shall within two (2) working days send a copy of the certificate to the petitioners' committee by registered mail. A petition certified insufficient for lack of the required number of valid signatures may be amended once if the petitioners' committee files a notice of intention to amend it with the city secretary within two (2) working days after receiving the copy of the city secretary's certificate and files a supplementary petition upon additional papers within ten (10) days after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of subsections (a) and (b) of section 14.03 and within five (5) days after it is filed the city secretary shall complete a certificate as to the sufficiency of the petition as amended and within two (2) working days send a copy of such certificate to the petitioners' committee by registered mail as in the case of an original petition. If a petition or amended petition is certified sufficient and the petitioners' committee does not elect to amend or request council review under subsection (b) of this section within the time required, the city secretary shall present the city secretary's certificate to the council at the next regularly scheduled council meeting on which the item may appear on the agenda, and the certificate shall then be a final determination as to the sufficiency of the petition.

(b) *Council review.* If a petition has been certified insufficient and the petitioners' committee does not file notice of intention to amend it or if an amended petition has been certified insufficient, the committee may within two (2) working days after receiving the copy of such certificate file a request that it be reviewed by the council. The council shall review the certificate at its next meeting on which the item may appear on the agenda and approve or disapprove it and the council's determination shall then be a final determination as to the sufficiency of the petition.

(c) *Court review; new petition.* A final determination as to the sufficiency of a petition shall be subject to court review. A final determination of insufficiency even if sustained upon court review shall not prejudice the filing of a new petition for the same purpose.

(Char. Amendment of 5-10-08)

Sec. 14.05. Recall election.

If the petition is certified by the city secretary to be sufficient, the council shall order an election to be held at the earliest possible date as determined by state law.

(Char. Amendment of 5-10-08)

Sec. 14.06. Results of recall election.

If a majority of the votes cast at a recall election shall be against removal of the elected official named on the ballot, he/she shall continue in office. If the majority of the votes cast at the election are for the removal of the elected official named on the ballot, the council shall immediately declare his/her office vacant and such vacancy shall be filled in accordance with the provisions of this charter for the filling of vacancies. An elected official thus removed shall not be a candidate to succeed himself/herself.

(Char. Amendment of 5-10-08)

Sec. 14.07. Limitation on recall.

No recall petition shall be filed against an elected official within six (6) months after he/she takes office, or within nine (9) months before the elected official's current term expires. No elected official shall be subjected to more than one recall election during a term of office.

Sec. 14.08. Failure of city council to act.

In case all of the requirements of this charter shall have been met and the city council shall fail or refuse to receive the petition, or order such recall election or discharge any other duties imposed upon the city council by the provision of this charter with reference to recall, then the county judge of Tarrant County, Texas, shall discharge any of such duties herein provided to be discharged by the person performing the duties of the city secretary or by the city council. In addition, any qualified voter in the city may seek judicial relief in a district court of Tarrant County, Texas, to have any of the provisions of this charter, pertaining to recall, carried out by the proper official.

CHARTER COMPARATIVE TABLE REFERENDUM

This table shows the location of the sections of the basic Charter and any amendments thereto.

TABLE INSET:

Election Date		Section this Charter
6-24-69		2.01, 2.02
		2.19(11)
		9.01(3)
1- 1-77		1.02
1-15-77		2.01
		6.11(5)
		7.01(5)
		7.06(3)
		8.01(3)
		8.02(3)
		11.02(5)
		11.04(5)
		12.01(c)
		12.02(c)
8-14-93		1.01--14.08
5-10-08		1.01, 1.02
		1.07, 1.08
		2.01, 2.02
		2.05--2.08
		2.11
	Rpld	2.12
		2.13
		2.15
		2.17
	Rpld	2.18
		2.20, 2.21
		3.01, 3.02
	Rpld	3.04, 3.05
		3.06
		4.02

		4.06
		4.08, 4.09
		5.01
	Rpld	5.02
		6.01
	Rpld	6.10
		7.01
		7.10
		8.01--8.03
	Rpld	8.04
	Rnbd	8.05
	as	8.04
		9.01
		9.03
		10.02
		10.04
		10.6--10.11
	Rpld	10.12
		11.01
		11.03, 11.04
		11.06--11.10
		11.12
		11.14, 11.15
		11.17
		13.01
		13.04
		13.06--13.08
		14.03--14.06

TABLE INSET:

Ordinance Number	Date	Section	Section this Code
2400	8-26-97	1	1.02, 1.04
		Rpld	1.05
		Amnd	1.08

			2.01, 2.06
		Rpld	2.19
		Amnd	3.07
			4.02(3), (3)b.
			7.03
		Added	7.10
		Amnd	8.02
			10.02
			11.04



Council Agenda Background

PRESENTER: Roger Gibson, Police Chief

DATE: 07/23/13

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

ITEM:

Consider a resolution authorizing the City Manager to enter into a contract with the Hurst-Euless-Bedford Independent School District to provide two School Resource Officers for school year 2013/14, in the amount of \$145,020, paid for by the District.

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

Since 1993, the Police Department has been providing the Hurst-Euless-Bedford Independent School District (the District) with two School Resource Officers to provide an on-site police presence at both Harwood and Bedford Junior High Schools.

Officers assigned to the two junior high schools provide law enforcement duties to include: patrolling the assigned campus, completing police and school reports/forms, dealing with juvenile laws, student relations, and providing security to the campus and at school functions/activities as determined by the school principal.

For these services, the District agrees to pay the City of Bedford the salary and benefit costs for the two officers. For school year 2013/14, the District agrees to reimburse the City of Bedford \$72,510 per officer, for a total of \$145,020. Included in this year's funding is a 2% increase over last year for each officer.

The contract will become effective on August 15, 2013. The Hurst-Euless-Bedford School Board of Trustees approved and signed the School Resource Officer contract on June 18, 2013.

RECOMMENDATION:

Staff recommends the following motion:

Approval of a resolution authorizing the City Manager to enter into a contract with the Hurst-Euless-Bedford Independent School District to provide two School Resource Officers for school year 2013/14, in the amount of \$145,020, paid for by the District.

FISCAL IMPACT:

There is a cost to the City of approximately \$35 per year to have the School District as an additional insured per contract guidelines.

ATTACHMENTS:

Resolution
School Resource Officer Contract

RESOLUTION NO. 13-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE HURST-EULESS-BEDFORD INDEPENDENT SCHOOL DISTRICT TO PROVIDE TWO SCHOOL RESOURCE OFFICERS FOR SCHOOL YEAR 2013/14, IN THE AMOUNT OF \$145,020, PAID FOR BY THE DISTRICT.

WHEREAS, the City Council of Bedford, Texas determines the necessity to partner with the Hurst-Euleless-Bedford Independent School District to provide campus security to the two junior high schools located within the City; and,

WHEREAS, the City Council of Bedford, Texas determines that the salary and benefits for the two officers shall be provided by the Hurst-Euleless-Bedford Independent School District.

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

SECTION 1. That the City Manager is hereby authorized to enter into a contract with the Hurst-Euleless-Bedford Independent School District to provide two School Resource Officers for school year 2013/14, in the amount of \$145,020, paid for by the District.

PASSED AND APPROVED this 23rd day of July 2013, 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

SCHOOL RESOURCE OFFICER CONTRACT

City of Bedford, Texas / Hurst-Eules-Bedford Independent School District

This contract is made by and between the Hurst-Eules-Bedford Independent School District, herein, "District," and the City of Bedford, herein "City," for the purpose of establishing the terms under which City shall provide District with School Resource Officers and the compensation which shall be paid City by District thereof.

WITNESSETH

For and in consideration for the mutual undertakings herein set forth, City and District agree as follows:

A. Assignment and Selection of School Resource Officers

1. City agrees to assign one police officer to serve as the School Resource Officer at Bedford Junior High School and one police officer to serve as the School Resource Officer at Harwood Junior High School.

2. The School Resource Officers shall have the school to which they are assigned as their primary duty and will not regularly be assigned additional police duties. City reserves the right, however, to reassign these officers temporarily in the event of an emergency and for training.

B. Job Responsibilities of School Resource Officers

1. The primary function of the School Resource Officers shall be to insure the safety of students and faculty and provide campus security. Specifically, the School Resource Officers shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel and students, investigate criminal acts on school grounds, assist with enforcement of compulsory student attendance laws, and serve as liaison between the school, the police department, juvenile officials, probation officials, courts, and other agencies of the juvenile justice system.

2. The Principal will be the authority regarding all school issues. The School Resource Officers will be the authority on all law enforcement issues. The School Resource Officers will communicate with the Principal regarding all law enforcement incidents on the campus or at school related activities, and the Principal shall be involved in the decision making process in custodial arrests. The School Resource Officers area solely responsible to the Chief, but shall work directly and in cooperation with the Principal of the school to which they are assigned.

3. The School Resource Officers will attend professional development training as required by the Police Department, the District, and School Resource Officer training.

4. The School Resource Officers shall, as time permits, be available as resource persons to teach, lead a discussion, or offer information on topics on which the officers have special competence due to their law enforcement training. The School Resource Officers shall also attempt to identify and counter deviant behavior, such as gang activity, through information and other assistance to young people.

5. The School Resource Officers shall make themselves visible in a public relations role in order to provide a highly visible crime deterrent on school property in order to effectively promote security and order in the schools.

6. The School Resource Officers shall also attempt to provide guidance and direction for students, parents, and staff when appropriate; to work with school administration to resolve school-police problems; and to work with parents of troubled students.

7. The Principal of the school to which an officer is assigned and the Chief are authorized to establish and modify, as needed, rules and regulations concerning the School Resource Officers' duties and schedule so long as they both agree on such changes.

C. Hours of Work

1. Unless otherwise directed by the Principal, City shall assign officers to work during the 178 instructional days of the school year, Monday through Friday, eight hours a day, with Saturday and Sunday off. Each Principal shall be responsible for determining a consistent eight-hour schedule per day for the School Resource Officer assigned to that Principal's campus (1,424 hours).

2. In addition to the regular eight-hour day, the School Resource Officers will work 192 hours at the discretion of the Principal. Each Principal will compensate the School Resource Officers for any hours worked beyond the regular eight-hour days plus the additional 192 hours.

3. The School Resource Officers will not work on District professional development days, during summer school, or during student holidays. The School Resource Officers will not routinely work during the summer vacation. If the School Resource Officers are utilized during summer school, District will provide additional compensation to the School Resource Officers.

D. Consideration

1. District agrees to pay the City \$72,510.00 per officer assigned to the program. The total amount will be divided into four equal installments, and will be billed by the City, to be due on or before September 1, December 1, March 1, and June 1 of the contract year.

2. City shall provide law enforcement training and certification, a vehicle, and police equipment, including communication equipment necessary to allow the officer to communicate with the police department and other officers. District shall provide any radio equipment necessary to allow the officer to communicate with school staff, if desired by the district.

E. Term

1. This contract shall be effective August 15, 2013, and shall expire July 31, 2014. Either City or District may cancel this contract by giving the other party thirty (30) days written notice of cancellation. If this contract is terminated prior to the end of the contract year, District shall be entitled to a pro-rate reimbursement of unused funds paid by the district.

F. Indemnification

1. The City waives, releases, indemnifies, and holds harmless, to the extent authorized by the law, the District from any and all claims, damages, injuries, causes of action, or lawsuits arising out of the acts, or failures to act, of the School Resource Officers, whether such acts or failures to act occurred on or off District property.

2. The City will furnish the District an Insurance Certificate with a "Waiver of Subrogation" for General Liability, Automobile Liability, Law Enforcement Liability and Workers Compensation in favor of Hurst-Eules-Bedford ISD, its officers, employees, elected officials, representatives or agents. Also include "Additional Insured" coverage for General Liability, Automobile Liability and Law Enforcement Liability in favor of Hurst-

Eules-Bedford ISD its officers, employees, elected officials, representatives or agents.
The Certificate will be furnished to the District before the effective date of this contract.

G. Miscellaneous

1. This Contract supersedes all prior agreements and representations concerning the School Resource Officers, and constitutes the complete agreement between the parties.

2. City and District agree that no promise or agreement which is not herein expressed has been made to either party and that neither party is relying upon any statement or representation other than the terms stated in this Contract.

3. No amendments to the Contract shall be binding unless reduced to writing and signed by both parties.

4. This Contract is fully performable in Tarrant County, Texas. Venue for any claim under this Contract shall be in Tarrant County, Texas.

AGREED TO:

HURST-EULESS-BEDFORD
INDEPENDENT SCHOOL DISTRICT

By: Ellen Jones
PRESIDENT
HEB ISD BOARD OF TRUSTEES

ATTEST:

Dawn Jordan Wells
SECRETARY
HEB ISD BOARD OF TRUSTEES

AGREED TO:

CITY OF BEDFORD

By: _____
BEVERLY GRIFFITH
CITY MANAGER

ATTEST:

MICHAEL WELLS
CITY SECRETARY



Council Agenda Background

PRESENTER: Clifford Blackwell, CGFO, Director of Admin Services

DATE: 07/23/13

Council Mission Area: Demonstrate excellent customer service in an efficient manner.

ITEM:

Consider a resolution authorizing the City Manager to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector and Tarrant County, for the assessment and collection services of ad valorem taxes levied by the City of Bedford; and providing an effective date.

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

The City of Bedford has outsourced the ad valorem tax assessment and collection function to Tarrant County for the past 21 fiscal years and the services provided continue to be satisfactory.

The Tax Assessor-Collector, Ron Wright, submits the property tax bills on behalf of the City and collects the tax revenue throughout the fiscal year. In addition, they report delinquent taxes to a third party and assess penalties and interest. The City usually receives its collected tax dollars, including penalties and interest, on a daily basis. Moreover, Tarrant County provides multiple reports that accurately account for the changes in property values, as well as the total amount collected and attributed to the appropriate year.

Two years ago, the fee charged for this service was \$0.65 per account. This amount was derived from the previous cost of service study (conducted in 2008) that reviewed the cost of assessing and collecting property taxes on behalf of many taxing authorities. Last year, Tarrant County completed a new study, which found that an increase in the fee was needed to cover Tarrant County's costs. This fee, for assessing and collecting on behalf of the City of Bedford increased to \$0.90 per account. The impact on the City's operating budget from this rate increase was \$4,000 added to the budget.

The Tarrant County Auditor's office reviewed the fee calculation and has concluded that the \$0.90 rate did not include the total overhead cost the Tax Office incurs on behalf of the entities it serves. Both the County Tax and Auditor Offices have concluded that the new fee should be \$1.10 per account. Therefore, the total impact to the City's operating budget is an additional \$3,200, thus bringing the total line item to \$17,600 for Fiscal Year 2013-2014. This is still far less than what it would cost to bring this function in-house. Funds will be appropriated in the Fiscal Year 2013-2014 operating budget, which commences on October 1, 2013.

Tarrant County currently collects taxes on 5,098,091 accounts, on behalf of 80 different taxing authorities. In addition, by law, the tax assessor is obligated to charge an incremental cost for collecting taxes on behalf of other taxing authorities. Therefore, the \$1.10 fee will bring the rate up to this entity's true incremental cost of providing this service, based on their calculations.

RECOMMENDATION:

Staff recommends the following motion:

Approval of a resolution authorizing the City manager to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County for assessment and collection services of ad valorem taxes levied by the City of Bedford; and providing for an effective date.

FISCAL IMPACT:

General Fund - Total estimated cost \$17,600

ATTACHMENTS:

Resolution
Cover letter from Tax Assessor-Collector
Tarrant County Contract for Collection Services
Delinquent Attorney Confirmation

RESOLUTION NO. 13-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RON WRIGHT, TARRANT COUNTY TAX ASSESSOR-COLLECTOR AND TARRANT COUNTY, FOR THE ASSESSMENT AND COLLECTION SERVICES OF AD VALOREM TAXES LEVIED BY THE CITY OF BEDFORD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of Bedford, Texas determines the necessity to contract for ad valorem tax assessment and collection services; and,

WHEREAS, the City has contracted with the Tarrant County Tax Assessor-Collector and Tarrant County for assessment and collection services for the past 21 fiscal years; and,

WHEREAS, the City Council of Bedford, Texas has determined that the contract for these services should be renewed for Fiscal Year 2013-2014.

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

SECTION 1. That the City Council authorizes the City Manager to enter into an agreement with Ron Wright, Tarrant County Tax Assessor-Collector and Tarrant County, for the assessment and collection of ad valorem taxes levied by the City of Bedford at a rate of \$1.10 per account.

SECTION 2. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED this 23rd day of July 2013, 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



TARRANT COUNTY TAX OFFICE

100 E. Weatherford, Room 105 • Fort Worth, Texas 76196-0301 • 817-884-1100
taxoffice@tarrantcounty.com

RON WRIGHT
Tax Assessor-Collector

May 9, 2013

Mr Cliff Blackwell
Finance Officer
2000 Forest Ridge Drive
Bedford, TX 76095

Dear Mr. Blackwell,

The Tarrant County Tax Office, in conjunction with the County Auditor's Office, recently completed the most thorough property tax cost review in the history of the Tax Office. We have identified all the costs associated with assessment and collection of property taxes for all the taxing entities consistent with other urban counties. Consequently, we are increasing our collection fee for the coming year to \$1.10 per property tax account. The fee for out of county accounts will be \$2.60 per account. I am confident we are now recovering our costs correctly, and it will not be necessary to change the fee so significantly in the future.

The new fee is consistent with other urban counties. In fact, Tarrant will still be significantly lower than Harris, Bexar, and Dallas counties. To put it in perspective, even neighboring Johnson County is at \$1.20 per account.

State law requires that I charge taxing entities my actual costs for tax collection.

Enclosed are two original renewal contracts for the assessment and collection of your ad valorem taxes by Tarrant County for the tax year 2013. After the contracts have been signed, please return **BOTH** copies to my office to the attention of Sheila Moore, Entity Liaison. I will mail a fully executed contract to you after the Commissioner's Court has made formal approval of the contract. This will be at the end of September, so the contract will be returned in October. If you require more than one original, please make a copy of the contract and mail all three back to my office. In order to have your contract in place prior to the upcoming tax season, I would ask that you have the properly executed contract returned to me no later than **July 31, 2013**.

In addition to your 2013 contract, I am enclosing an attorney confirmation form. Please fill out the requested information, sign and return to my office along with the collection contracts.

You will be invoiced for your collection commission by January 31, 2014 with payment due no later than February 28, 2014.

The time for rate calculations is rapidly approaching and many of you are already in budget preparations. Please remember the importance of getting the rate and exemption information to us prior to the **September 13th** rate submission deadline. My office will provide more information on this requirement in the near future.

If you have questions, please contact my Entity Liaison, Sheila Moore, at 817-884-1526, or you may contact me at 817-884-1106 or by e-mail rjwright@tarrantcounty.com.

Sincerely,

A handwritten signature in cursive script that reads "Ron Wright".

Ron Wright,
Tax Assessor Collector
Tarrant County

COUNTY OF TARRANT §
§

Agreement For the Collection of Taxes

Agreement made this ____ day of _____, 2013, by and between the Tarrant County Tax Assessor/Collector, hereinafter referred to as **ASSESSOR/COLLECTOR**, and Tarrant County, hereinafter referred to as the **COUNTY**, both of whom are addressed at 100 E. Weatherford Street, Fort Worth, Texas 76196-0301, and the City of Bedford hereinafter referred to as **City**, whose address is 2000 Forest Ridge Drive, Bedford, TX 76095.

PURPOSE OF AGREEMENT

The purpose of this Agreement is to state the terms and conditions under which the **ASSESSOR/COLLECTOR** will provide assessment and collection services of Ad Valorem taxes levied by the City.

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

**I.
SERVICES TO BE PERFORMED**

The **ASSESSOR/COLLECTOR** agrees to bill and collect the taxes due and owing on taxable property upon which the City has imposed said taxes. The **ASSESSOR/COLLECTOR** shall perform the said services in the same manner and fashion as Tarrant County collects its own taxes due and owing on taxable property. The services performed are as follows: receiving the Certified Appraisal Roll from the appropriate Appraisal District and monthly changes thereto; providing mortgage companies, property owners and tax representatives, tax roll and payment data; providing all necessary assessments of taxes and Truth in Taxation calculations as required; the transmittal of tax statements via the U.S. Mail or electronic transfer of data; and payment processing. All City disbursements, made by check or by electronic transfer (ACH), for collected tax accounts will be made to the City on the day the **COUNTY** Depository Bank indicates the mandatory assigned "float" period has elapsed and the funds are posted to the collected balance. If any daily collection total is less than one hundred dollars (\$100.00), the disbursement may be withheld until the cumulative total of taxes collected for the City equals at least one hundred dollars (\$100.00), or at the close of the month.

**II.
REPORTS**

The **ASSESSOR/COLLECTOR** will provide the City the following reports, if requested:

Daily:	General Ledger Distribution Report
Weekly:	Detail Collection Report (Summary)
Monthly:	Tax Roll Summary (Totals Only)
	Year-to-Date Summary Report
	Detail Collection Report (Summary)
	Distribution Report (Summary)
	Delinquent Tax Attorney Tape
Annual:	Paid Tax Roll
	Delinquent Tax Roll
	Current Tax Roll

A selection of the above listed Reports will only be available by internet access. The **ASSESSOR/COLLECTOR** will provide the City the General Ledger Revenue & Expense Report monthly as required by Sec. 31.10 of the Texas Property Tax Code.

**III.
COMPENSATION**

In consideration of the services to be performed by the **ASSESSOR/COLLECTOR**, compensation for the services rendered is a rate of one-dollar and ten cents (\$1.10) per account located within Tarrant County, and two-dollars and sixty cents (\$2.60) per account located outside Tarrant County. The number of accounts billed will be based on the October billing roll certified to the **ASSESSOR/COLLECTOR**, net of subsequent account additions and deletions made by the Appraisal District. The **ASSESSOR/COLLECTOR** will invoice for these accounts by **January 31, 2014** with payment to be received from the City by **February 28, 2014**.

The scope of services identified in this contract does not include the administration of a rollback election. In the event of a successful rollback election, these costs incurred by the Tarrant County Tax Office will be separately identified, billed,

and paid by the entity.

**IV.
AUDITS**

The ASSESSOR/COLLECTOR will provide to the City auditor necessary explanations of all reports and access to ASSESSOR/COLLECTOR in-house tax system computer terminals to assist the City auditor in verifying audit samples of the financial data previously provided by the ASSESSOR/COLLECTOR during the past audit period.

**V.
TAX RATE REQUIREMENT**

The City will provide the ASSESSOR/COLLECTOR, in writing, the City's newly adopted tax rate and exemption schedule to be applied for assessing purposes by Friday, September 13, 2013. Under authority of Section 31.01 (h) of the Property Tax Code, any additional cost of printing and mailing tax statements because of late reporting of the tax rate or the exemption schedule will be charged to and must be paid by the City.

The tax rate and the exemption schedule for each of the last five (5) years in which an ad valorem tax was levied, or all prior years where there remains delinquent tax, must be furnished in writing to the ASSESSOR/COLLECTOR at the time of the initial contract.

**VI.
COMPLIANCE WITH APPLICABLE
STATUTES, ORDINANCES, AND REGULATIONS**

In performing the services required under this Agreement, the ASSESSOR/COLLECTOR shall comply with all applicable federal and state statutes, final Court orders and Comptroller regulations. If such compliance is impossible for reasons beyond its control, the ASSESSOR/COLLECTOR shall immediately notify the City of that fact and the reasons therefore.

**VII.
DEPOSIT OF FUNDS**

All funds collected by the ASSESSOR/COLLECTOR in the performance of the services stated herein for the City shall be promptly transferred to the account of the City at the City's depository bank. All payments to entities will be made electronically by the automated clearing house (ACH). The ASSESSOR/COLLECTOR has no liability for the funds after initiation of the ACH transfer of the City's funds from the COUNTY Depository to the City's designated depository.

**VIII.
INVESTMENT OF FUNDS**

The City hereby agrees that the COUNTY, acting through the COUNTY Auditor, may invest collected ad valorem tax funds of the City during the period between collection and payment. The COUNTY agrees that it will invest such funds in compliance with the Public Funds Investment Act. The COUNTY further agrees that it will pay to the City all interest or other earnings attributable to taxes owed to the City. All parties agree that this Agreement will not be construed to lengthen the time period during which the COUNTY or the ASSESSOR/COLLECTOR may hold such funds before payment to the City.

**IX.
REFUNDS**

Refunds will be made by the ASSESSOR/COLLECTOR except as set forth herein. The ASSESSOR/COLLECTOR will advise the City of changes in the tax roll which were mandated by the appropriate Appraisal District.

The ASSESSOR/COLLECTOR will not make refunds on prior year paid accounts unless the prior year paid accounts for the past five (5) years are provided to the ASSESSOR/COLLECTOR.

All refunds of overpayments or erroneous payments due, but not requested, and as described in Section 31.11 of the Texas Property Tax Code, will after three years from the date of payment, be proportionately disbursed to those entities

contracting with the ASSESSOR/COLLECTOR. The contract must have been in force, actual assessment and collection functions begun and the tax account was at the time of the over or erroneous payment within the City's jurisdiction. The proportional share is based upon the City's percent of the tax account's total levy assessed at the time of receipt of the over or erroneous payment.

In the event any lawsuit regarding the collection of taxes provided for in this agreement to which the City is a party, is settled or a final judgment rendered, and which final judgment is not appealed, and the terms of such settlement agreement or final judgment require that a refund be issued by the City to the taxpayer, such refund shall be made by ASSESSOR/COLLECTOR by debiting funds collected by ASSESSOR/COLLECTOR on behalf of the City and remitting such refund to the taxpayer in conformity with the terms of the settlement agreement or final judgment.

X.

DELINQUENT COLLECTIONS

The ASSESSOR/COLLECTOR will assess and collect the collection fee pursuant to Sections, 33.07, 33.08, 33.11 (changed order) and 33.48 of the Property Tax Code, when allowed. The ASSESSOR/COLLECTOR will collect attorney fees that are specified by the City through written agreement with a delinquent collection Attorney. The ASSESSOR/COLLECTOR will disburse the amount directly to the City for compensation to a Firm under contract to the City.

If the delinquent collection Attorney contracted by the City requires attendance of ASSESSOR/COLLECTOR personnel at a court other than the District Courts in downtown Fort Worth, and the COUNTY is not a party, the employee's expenses and proportionate salary will be the responsibility of the City and will be added to the collection expenses and charged to the City.

The ASSESSOR/COLLECTOR will not be responsible for the collection of prior year delinquent accounts unless all delinquent accounts information is provided to the ASSESSOR/COLLECTOR.

XI.

TERM OF AGREEMENT

This Agreement shall become effective as of the date hereinabove set out, and shall continue in effect during the 2013 tax year, unless sooner terminated by providing sixty (60) day written notice, as outlined in paragraph XII.

XII.

NOTICES

Any notices to be given hereunder by either party to the other may be effected, in writing, either by personal delivery or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the address of the parties as they appear in the introductory paragraph of this Agreement, but each party may change this address by written notice in accordance with this paragraph.

XIII.

MISCELLANEOUS PROVISIONS

This instrument hereto contains the entire Agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force or effect.

This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Tarrant County, Texas.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives and successors.

In case 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 enforceability shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained.

This Agreement and the attachments hereto constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

Executed on the day and year first above written, Tarrant County, Texas.

BY: _____ **DATE** _____
RON WRIGHT,
TAX ASSESSOR/COLLECTOR
TARRANT COUNTY

FOR City of Bedford

BY: _____ **DATE** _____
TITLE: _____

FOR TARRANT COUNTY:

BY: _____ **DATE** _____
B. GLEN WHITLEY
TARRANT COUNTY JUDGE

APPROVED AS TO FORM * AND CONTENT

BY: _____ **DATE** _____
DISTRICT ATTORNEY'S OFFICE

*By law, the District Attorney's Office may only approve contracts for its clients. We reviewed this document from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.



**DELINQUENT ATTORNEY CONFIRMATION
2013 TAX YEAR**

Please complete the form below, have notarized and return with your entity contract

The Delinquent Attorney Firm for _____ is
Name of Taxing Entity

Name of Firm

Collection penalty % by ordinance, resolution or amendment authorizing attorney collection fees in accordance to Sections 33.07 and 33.08 Texas Property Tax Code is

Percent

Collection penalty % by ordinance, resolution or amendment authorizing early turn over of this unit's business personal property in accordance to Section 33.11 Texas Property Tax Code is

Percent

The effective date of the ordinance, resolution or amendment authorizing early turn over of this unit's business personal property in accordance to Section 33.11 Texas Property Tax Code is

Month

Day

Year

If you change law firms you must notify Tarrant County Tax Office in writing

By signature below, the information contained in this form is deemed true and correct.

Authorized Signature

Date

Printed Name

Title

Sworn and Subscribed to before me on this the _____ day of _____, _____
to certify which witness my hand and seal of office.

Notary Public in and for the
State of Texas
My commission Expires: _____



Council Agenda Background

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

DATE: 07/23/13

Council Mission Area: Protect the vitality of neighborhoods.

ITEM:

Consider a resolution authorizing the City Manager to enter into Change Order Number One with CPS Civil, LLC in the amount of \$24,248.50, reducing the contracted amount to \$216,042.30 for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Sidewalk Improvements on Forest Ridge Drive and Schumac Lane (Project B).

City Attorney Review: Yes

City Manager Review: _____

DISCUSSION:

On July 9, 2013 the City Council approved a resolution authorizing the City Manager to enter into a contract with CPS Civil, LLC for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Bedford Road Sidewalk Improvements (Project B) in the amount of \$240,290.80. At the Council's request, the contractor agreed to a Change Order to take the sidewalk portion of the project on Bedford Road out of the contract and add sidewalks that were of higher priority on Forest Ridge Drive and Schumac Lane. The attached Change Order Number One reduces the contract price by \$24,248.50 making the total cost of the project \$216,042.30.

RECOMMENDATION:

Consider a resolution authorizing the City Manager to enter into Change Order Number One with CPS Civil, LLC in the amount of \$24,248.50, reducing the contracted amount to \$216,042.30 for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Sidewalk Improvements on Forest Ridge Drive and Schumac Lane (Project B).

FISCAL IMPACT:

Original Contract Amount	\$240,290.80
Change Order Amount	(\$24,248.50)
Adjusted Contract Price	\$216,042.30

ATTACHMENTS:

Resolution
Change Order

RESOLUTION NO. 13-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CHANGE ORDER NUMBER ONE WITH CPS CIVIL, LLC IN THE AMOUNT OF \$24,248.50, REDUCING THE CONTRACTED AMOUNT TO \$216,042.30 FOR PAVEMENT/WATER LINE IMPROVEMENTS ON SOMERSET TERRACE (PROJECT A) AND SIDEWALK IMPROVEMENTS ON FOREST RIDGE DRIVE AND SCHUMAC LANE (PROJECT B).

WHEREAS, the City Council of Bedford, Texas has determined these street, sidewalk and water line improvements 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 City Council does hereby authorize the City Manager to enter into Change Order Number One with CPS Civil, LLC in the amount of \$24,248.50, reducing the contracted amount to \$216,042.30 for Pavement/Water Line Improvements on Somerset Terrace (Project A) and Sidewalk Improvements on Forest Ridge Drive and Schumac Lane (Project B).

PASSED AND APPROVED this 23rd day of July, 2013, 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

CHANGE ORDER NO. ONE (1)

PROJECT: Somerset Terrace Paving Improvements,
Project A) & Bedford Road Sidewalk
Improvements (Project B)

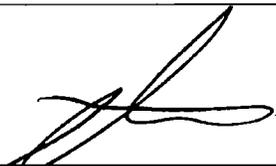
OWNER: City of Bedford

CONSULTING ENGINEER: J. Richard Perkins, P.E.
3925 Laurel Lane
Bedford, Texas 76021
(817) 354-8750 (H)
(817) 692-4439 (C)

DATE OF CHANGE ORDER: June 28, 2013

SCOPE OF WORK TO BE PERFORMED:

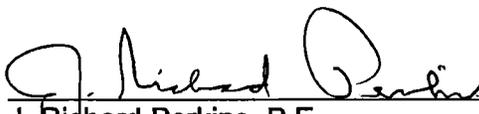
The work included in this change order involves the deletion of the Bedford Road Sidewalk Improvements (Project A) and construction of the Forest Ridge / Schumac Sidewalk and Handicap Ramp Improvements. The cost breakdown for each pay item included in the deletion pay items and the proposed construction is found on the attached sheets.



Contractor's Signature

07/15/13

Date



J. Richard Perkins, P.E.
City Consulting Engineer

6/28/13

Date

-- END OF CHANGE ORDER NO. ONE (1)--

CHANGE ORDER NO. ONE (1)

**SOMERSET TERRACE PAVING IMPROVEMENTS (PROJECT A) &
BEDFORD ROAD SIDEWALK IMPROVEMENTS (PROJECT B)
(CITY OF BEDFORD)**

BID ITEM NO.	QUANTITY	DESCRIPTION WITH UNIT PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT TOTAL
1	356	Sawcut, Remove & Replace 6" Reinf. Conc. Valley Gutter, for the sum of: <u>ten</u> Dollars and <u>no</u> Cents Per S.F. (Square Foot)	<u>\$ 10.00</u>	<u>\$ 3,560.00</u>
2	2	Sawcut, Remove & Replace Exist. H/C Ramp & Sidewalk & Construct Modified Type 3 Handicap Ramp, for the sum of: <u>two thousand two</u> <u>hundred fifty</u> Dollars and <u>no</u> Cents Per Ea. (Each)	<u>\$ 2,250.00</u>	<u>\$ 4,500.00</u>
3	1,190	Construct 4" Reinforced Concrete Sidewalk, for the sum of: <u>Four</u> Dollars and <u>Fifty</u> Cents Per S.F. (Square Foot)	<u>\$ 4.50</u>	<u>\$ 5,355.00</u>
4	2	Construct Type 7 Handicap Ramp, for the sum of: <u>one thousand six</u> <u>hundred forty-five</u> Dollars and <u>no</u> Cents Per Ea. (Each)	<u>\$ 1,645.00</u>	<u>\$ 3,290.00</u>
5	1	Relocate Water Meter & Box, for the sum of: <u>four hundred fifty</u> Dollars and <u>no</u> Cents Per Ea. (Each)	<u>\$ 450.00</u>	<u>\$ 450.00</u>

CHANGE ORDER NO. ONE (1)

**SOMERSET TERRACE PAVING IMPROVEMENTS (PROJECT A) &
BEDFORD ROAD SIDEWALK IMPROVEMENTS (PROJECT B)
(CITY OF BEDFORD)**

BID ITEM NO.	APPROX. QTY.	DESCRIPTION WITH UNIT PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT TOTAL
6	1	Adjust Traffic Control Box to Sidewalk Grade, for the sum of: <i>one thousand five hundred</i> Dollars and <i>no</i> Cents Per Ea. (Each)	\$ 1,500.00	\$ 1,500.00
7	1	Abandon Sprinkler System, for the sum of: <i>seven hundred fifty</i> Dollars and <i>no</i> Cents Per L.S. (Lump Sum)	\$ 750.00	\$ 750.00
8	1	Yard / Parkway Restoration, for the sum of: <i>five thousand two hundred</i> Dollars and <i>no</i> Cents Per L.S. (Lump Sum)	\$ 5,200.00	\$ 5,200.00
9	1	Bedford Road Sidewalk Improvements, (Project B), for the sum of: <i>Forty-Eight Thousand, Eight Hundred Fifty-Three</i> Dollars and <i>Fifty</i> Cents Per L.S. (Lump Sum)	\$ -48,853.50	\$ -48,853.50

TOTAL AMOUNT
CHANGE ORDER NO. ONE (1) \$ (24,248.50)

ORIGINAL CONTRACT AMOUNT \$ 240,290.80

TOTAL REVISED CONTRACT AMOUNT \$ 216,042.30



Council Agenda Background

PRESENTER: Chris Brown, Councilmember

DATE: 07/23/13

Council Request

ITEM:

Review Board and Commission Attendance Policy. **This item requested by Councilmember Brown.

City Manager Review: _____

DISCUSSION:

Councilmember Brown requested that this item be placed on the agenda for discussion.

ATTACHMENTS:

**Board and Commission Attendance Policy
Letter of Request**

Sec. 2-170 – Attendance

Any member of a City board, commission or committee who has two absences within a calendar year shall become eligible to be removed from said board, commission or committee. Upon the second absence, the City Secretary's Office shall send a letter via certified mail to the member, copied to the board, commission or committee chairperson, informing them that they are eligible to be removed and that they need to contact the chairperson. The chairperson shall then have the discretion to recommend to the City Council that the member be removed from their respective board, commission or committee.

From: [Griffith, Beverly](#)
To: [Wells, Michael](#)
Subject: FW: P&Z Mtgs Attendance
Date: Thursday, July 18, 2013 4:03:05 PM

--
Beverly Griffith
Office: 817-952-2173

-----Original Message-----
From: Brown, Chris
Sent: Thursday, July 11, 2013 11:40 AM
To: Griffith, Beverly
Subject: RE: P&Z Mtgs Attendance

I think that is a good solution. Can you please put "Review Board and Commission Attendance Policy" on the next Council meeting agenda please?

Thank you,
Chris

Chris Brown
Mayor Pro Tem
817 689 7074
www.bedfordtx.gov
