



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

APRIL 21, 2014

Council Chamber

Regular Session

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:01 p.m. on Monday, April 21, 2014, and announced that a quorum was present.

Attendee Name	Title	Status	Arrived
Philip L. Nauert	Mayor	Present	
Amanda B. Nathan	Mayor Pro Tem	Present	
Roman F. Reed	Councilman	Present	
James P. Avioli Sr.	Councilman	Present	
Gus E. Pappas	Councilman	Present	
Pat B. McLaughlan	Councilman	Present	
Andrew S. Friedberg	Councilman	Present	
Paul A. Hofmann	City Manager	Present	
Alan P. Petrov	City Attorney	Present	
Tracy L. Dutton	City Clerk	Present	

B. Inspirational Reading and/or Invocation - Amanda B. Nathan, Mayor Pro Tem

Amanda B. Nathan, Mayor Pro Tem, provided the inspirational reading for the evening.

C. Pledges to The Flag - Amanda B. Nathan, Mayor Pro Tem

1. U.S. Pledge of Allegiance

2. Pledge to the Texas Flag

Amanda B. Nathan, Mayor Pro Tem, led members of City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Approval or Correction of Minutes

1. Mayor and Council - Special Sessions and Regular Session - Apr 7, 2014 6:00 PM

Dr. Philip L. Nauert, Mayor, called for separate action on the minutes of the three City Council sessions held on Monday, April 7, 2014. The sessions held that evening included a Special Session (Executive Session) at 6:00 p.m., followed by a Regular Session at 7:00 p.m., followed by a Special Session (Executive Session) immediately following the Regular Session.

First Motion:

To approve the minutes of the Special Session (Executive Session) of the City Council of the City of Bellaire, Texas, held on Monday, April 7, 2014, at 6:00 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	James P. Avioli, Sr., Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas,
	McLaughlan, Friedberg
NAYS:	None

Second Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, April 7, 2014, at 7:00 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas
	McLaughlan, Friedberg
NAYS:	None

Third Motion:

To approve the minutes of the Special Session (Executive Session) of the City Council of the City of Bellaire, Texas, held on Monday, April 7, 2014, immediately following the Regular Session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

E. Personal/Audience Comments**John Gajewski and Liz Gajewski**

Mr. and Mrs. Gajewski addressed City Council regarding new sidewalk construction planned for the 800 Block of Jaquet Drive.

Mr. Gajewski commented that he had received a sewer reconstruction notice several months ago with a reference at the bottom of the notice referring to sidewalk and driveway reconstruction. Mr. Gajewski assumed that the reference to sidewalk reconstruction meant repairs to existing sidewalks, not construction of new sidewalks.

After learning that new sidewalk would be constructed, the Gajewskis distributed a

petition against the installation of a sidewalk on the 800 Block of Jaquet Drive to residents. Mr. Gajewski indicated that 25 homes would be impacted by the installation of a sidewalk, and he had obtained signatures from 20 of the homes.

Several reasons were cited by Mr. Gajewski for the residents' opposition to the installation of sidewalks, which included the impact to trees and sprinkler systems, reduction of green space, and an increase in messes by dogs. Also of note was the fact that Jaquet Drive was not a through street.

Mr. and Mrs. Gajewski urged City Council to take the concerns of the residents be taken seriously and inquired as to what could be done to prevent further construction.

Lynn McBee

Ms. McBee addressed City Council and indicated that she greeted the City Manager's Strategic Planning Process with excitement. Her only concern was with the use of the term "comprehensive" in relation to the strategic planning process or model.

She concluded by noting that she appreciated the newness of the process.

F. Reports

1. City Manager's Report dated April 21, 2014, regarding the Public Works Department Transition, Project(s) Update, and Upcoming Events.

Paul A. Hofmann, City Manager, presented the City Manager's Report dated April 21, 2014 ("Report"), to members of City Council. Topics covered in the Report included a brief summary of the Public Works Department transition, major project(s) update, and an overview of upcoming events.

Following questions of City Manager Hofmann by members of City Council regarding his Report, action was taken to accept the Report into the record.

Motion:

To accept the City Manager's Report dated April 21, 2014, as presented by City Manager Paul A. Hofmann, into the record.

(Requested by Paul A. Hofmann, City Manager)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

2. Presentation and discussion of a Strategic Planning Process to include a Five-Year Fiscal Forecast, Preliminary Five-Year CIP, Comprehensive Plan Update and Mid-Year Review.

Paul A. Hofmann, City Manager, presented the process in which the City was preparing the fiscal year 2015 (FY 2015) Budget and the draft Five-Year Capital Improvement Plan (CIP). It was noted that the FY 2015 Budget and draft Five-Year CIP would be presented to City Council on July 21, 2014, and considered for

possible adoption no later than September 30, 2014.

City Manager Hofmann's presentation outlined a strategic planning process for the City that included the following objectives/benefits: linkage of short- and long-term decision making, linkage of long-term objectives with financial planning, assurance of financial stewardship, implementation of community high expectations, and communication to create effectiveness.

Strategic Planning Model:

A Strategic Planning Model was presented to City Council which consisted of the following six elements: Comprehensive Plan (20-year planning horizon with a review every five years); Council Priorities (five-year planning horizon with a review on an annual basis), Capital Improvement Plan (five-year planning horizon with a review on an annual basis), Fiscal Forecast (five-year planning horizon reviewed continuously), Departmental Plans (three-year horizon with a review every three years on a rotating basis), and the Budget (with a planning horizon of one year reviewed on a quarterly basis).

City Manager Hofmann provided a "Strategic Planning/Budget Development Calendar" to City Council that would be used in preparing the City's FY 2016 Budget.

Comprehensive Plan Update:

A Comprehensive Plan Update was presented to City Council which outlined goals that were in progress or had been accomplished, as well as a summary of work that still needed to be completed. The four main focus areas of the update were as follows: Land Use and Community Character, Mobility, Public Infrastructure, and Commercial Area Development and Enhancement.

With respect to the "Land Use and Community Character" focus area, City Manager Hofmann identified the goals adopted by City Council that were in progress or completed, as follows: Goal 2.1 - protection of residential atmosphere; Goal 2.2 - greater housing choice/life cycle housing; and Goal 2.3 - quality parks and recreation.

One goal was in progress or completed under the "Mobility" focus area. A police pedestrian safety program and enhanced signal timing were cited for that goal (i.e., Goal 3.1 - multi-modal transportation/enhanced mobility).

Public infrastructure projects that were in progress or completed included water well improvements, storm drainage and street improvements, new Fire Station, Bellaire City Library renovations, and planning for the new City Hall/Police Station/Municipal Court facilities.

With respect to the fourth focus area, "Commercial Area Development and Enhancement," the following goals were cited as in progress or completed: Goal 5.1 - transition of RDD to mixed-use TOD (i.e., creation of UV-T zoning district); Goal 5.2 - revitalized City Center (i.e., rezoning of downtown and commercial corridor - UV-D and CMU); and Goal 5.3 - vibrant commercial corridors/improved aesthetics (i.e., design standards in new zoning districts).

In concluding his overview of the Comprehensive Plan Update, City Manager

Hofmann provided a summary of substantial work to be completed.

Council Priorities

A high level overview of Council priorities was provided by City Manager Hofmann which included the following focus areas: Residential/Commercial, Public Infrastructure and Facilities, Budget and Finance, Residential and Recreational, and Economic Development.

Capital Improvement Plan

City Manager Hofmann defined a Capital Improvement Plan as a program that provided a link between the City's comprehensive plan, parks master plan, the annual budget, and the five-year financial forecast. In summary, the plan would focus attention on community-wide goals and needs, allow for an informed public, encourage more efficient program administration, identify the most economically sound means of funding projects, enhance and maintain the City's credit rating, help plan for future debt issues; and define the impact of master plans and studies.

The objectives of projects included in the Capital Improvement Plan were identified as follows: asset protection, beautification, public safety, quality of life, economic development, and/or city services. Funding sources included General Fund contribution, Enterprise Fund contribution, METRO funds, bond authority issued but not appropriated; bond authority issued and appropriated, and new bond authority.

City Manager Hofmann provided an overview of the status of projects currently included in the Capital Improvement Plan within the General Fund, Enterprise Fund, Water and Wastewater Infrastructure Program, METRO Street and Sidewalk Program, 2005 Rebuild Bellaire Program, and the 2013 Municipal Buildings and Parks Program.

Funding challenges included a successor to the Rebuild Bellaire Program, water and wastewater infrastructure, parks and open space, and the Street Pavement Management Program.

Fiscal Forecast:

City Manager Hofmann advised that a five-year fiscal forecast that was structurally balanced provided a planning tool that avoided fluctuating debt service rates, created an operations budget that included all recurring expenditures, transfers to capital, vehicle and equipment purchases, and funded capital improvements projects. Reference was made to the process the City followed in prior years. City Manager Hofmann provided the following suggested approach:

To make maintenance and equipment recurring/base budget items (i.e., budgeted for upfront);

Continue to use conservative budget practices;

Continue to emphasize paying cash for capital projects;

Present a comprehensive five-year CIP and Fiscal Forecast; and

To avoid "structural deterioration."

Assumptions regarding Debt Service were discussed and a fiscal forecast for Debt Service with projections through the fiscal year 2019 was provided.

Assumptions regarding the General Fund and Enterprise Fund were discussed and a fiscal forecast provided for both funds.

Mayor Nauert opened the floor for questions regarding City Manager Hofmann's presentation. Following questions, City Council recessed for a five-minute break.

FY 2014 Mid-Year Budget Review:

Assistant City Manager Diane K. White provided the mid-year budget review to members of City Council. It was noted that the purpose of the review was to provide City Council with the status of the City's current budget; to communicate substantial impacts on revenue and/or expenditures; and to discuss the possibility/probability of needed adjustments and the impact of such adjustments to the fund balances.

With respect to revenue collections in the General Fund, it was noted that 81% of the budgeted revenue had been collected as of March 31, 2014. As for expenditures, 49% had been expended in the General Fund as of March 31, 2014.

For the Enterprise Fund, revenues and expenditures were noted to be on target at this time.

Within the Vehicle, Equipment and Technology Fund, all vehicles had been purchased on budget, equipment had been received or was underway and on budget, and technology projects had been completed or were underway and on budget.

Potential budgetary impacts to the General Fund consisted of the following unbudgeted items:

Retirement Pay;

Legal Representation (TXDOT improvements to the IH 610/US Highway 59 corridor);

Final Payment to City Manager Search Firm;

New City Manager Relocation Expenses;

Reclassification of Finance Manager Position to Assistant Director of Finance;

Potential to Collaborate with West University Place on a Compensation Study;
and

Pay Out of Compensatory Hours Earned.

In closing, Assistant City Manager White presented a draft FY 2015 Budget

Calendar to members of City Council.

Following questions of Assistant City Manager White, action was taken to accept the Bellaire Strategic Planning Model and FY 2014 Mid-Year Budget Review into the record.

Motion:

To accept the Bellaire Strategic Planning Model presentation, as presented by City Manager Paul A. Hofmann, and the FY 2014 Mid-Year Budget Review, as presented by Assistant City Manager Diane K. White, into the record.

(Requested by Diane K White, Public Works)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

G. New Business

Adoption of Ordinance(s)/Resolution(s)

1. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending Ordinance Nos. 09-073 and 12-056 for the purpose of increasing the City Clerk's annual compensation as a result of the City Clerk's annual performance review.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, amending Ordinance Nos. 09-073 and 12-056 for the purpose of increasing the City Clerk's annual compensation as a result of the City Clerk's annual performance review.

Mayor Nauert noted, for the record, that the City Clerk had received a 5% increase in her compensation.

(Requested by Tracy L. Dutton, City Clerk)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

H. Items for Future Agendas; Community Interest Items from Mayor and City Council

Items for future agendas included a request from Councilman Roman F. Reed to place an item on the next agenda to consider removing the construction of sidewalk from the 800 Block of Jaquet Drive (Rebuild Bellaire, Phase Four Paving and Drainage Improvements Project).

Community interest items from the Mayor and City Council included reminders of the following upcoming events: Trolley Tunes Concerts and Evelyn's Park Pop Up in the Park; expressions of appreciation and thanks to City Manager Hofmann and Assistant City Manager White for the work that went into their informative presentations; and an expression of congratulations to Joe Keene, former Director of Public Works, on his well-deserved retirement.

I. Adjourn

Motion:

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 9:17 p.m. on Monday, April 21, 2014.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilman Andrew S. Friedberg, Councilman
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas,
	McLaughlan, Friedberg
NAYS:	None