

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

SEPTEMBER 8, 2014

Council Chamber

Regular Session

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401



Mayor

Dr. Philip L. Nauert

Mayor Pro Tem

Amanda B. Nathan

Councilman

James P. Avioli Sr.

Councilman

Pat B. McLaughlan

Councilman

Roman F. Reed

Councilman

Gus E. Pappas

Councilman

Andrew S. Friedberg

Mission Statement:

The City of Bellaire is dedicated to outstanding quality service and facilities to ensure an open, progressive, and secure community.

REGULAR SESSION - 7:00 P.M.**A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.****B. Inspirational Reading and/or Invocation - James P. Avioli, Sr., Councilman - Position No. 2.****C. Pledges to The Flags - James P. Avioli, Sr. - Councilman - Position No. 2.****1. U.S. Pledge of Allegiance**

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

2. Pledge to the Texas Flag

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

D. Approval or Correction of Minutes:**1. Minutes of the Public Hearing of the Bellaire City Council - August 18, 2014:**

Consideration of and possible action on the adoption of the minutes of the Special Session (Budget Public Hearing) of the City Council of the City of Bellaire, Texas, dated Monday, August 18, 2014.

Mayor and Council - Public Hearing - Aug 18, 2014 6:00 PM

2. Minutes of the Regular Session of the Bellaire City Council - August 18, 2014:

Consideration of and possible action on the adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, dated Monday, August 18, 2014.

Mayor and Council - Regular Session - Aug 18, 2014 7:00 PM

E. Personal/Audience Comments.

In order to address the City Council, please complete a "Speaker Form" (located at the entrance to the Council Chamber) and turn in the form to the City Clerk prior to commencement of the meeting. Speakers are limited to five (5) minutes.

The purpose of this item is to allow citizens or other interested parties an opportunity to address City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy and legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (713) 662-8222 during business hours.

[Note: State law will not permit the City Council to fully discuss, debate, or consider items that are not on the agenda. Items that cannot be referred to the City Staff for action may be placed on the agenda of a future City Council Session.]

F. Reports:**1. City Manager's Report:**

City Manager's Report regarding a proposed discount department store that will serve as an anchor for a commercial development consisting of 3.5 acres located on the east side of South Rice Avenue, south of Westpark Drive, across from the UV-T zoning district, said development to be known as the "Shoppes at Uptown Crossing."

(Requested by Paul A. Hofmann, City Manager)

2. Evelyn's Park:**a. Update regarding the status of Evelyn's Park.**

Receive presentation on the status of the design of the Evelyn's Park Project located at 4400 Bellaire Blvd., Bellaire, Texas 77401.

(Requested by Karl Miller, Facilities Management)

b. Approval of Restaurant Design.

Consideration of and possible action on a recommendation from the Department of Parks, Recreation and Facilities to approve the proposed restaurant design and parking to be established in Evelyn's Park located at 4400 Bellaire Blvd., Bellaire, Texas, 77401.

(Requested by Karl Miller, Facilities Management)

G. New Business:**1. Adoption of Ordinance(s)/Resolution(s):**

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a parking agreement for Evelyn's Park, Bellaire, Texas, by and between the City of Bellaire, Texas, and the Bellaire United Methodist Church, located at 4417 Bellaire Boulevard, Bellaire, Texas 77401.

(Requested by Karl Miller, Facilities Management)

- b. Presentation, consideration, and possible action on the submittal of the "Certified 2014 Tax Roll and the 2014 Property Tax Rates in the City of Bellaire, Texas."

(Requested by Linda Symank, Finance Administration)

- c. Consideration and possible action regarding the taking of a record vote to increase the tax revenue for the City of Bellaire, Texas, for the 2014 tax year by proposing a tax rate of \$0.3936 per \$100 valuation and authorizing the Chief Financial Officer and the City Clerk to publish a "Notice of Public Hearings on Tax Increase." The recommended dates for said public hearings are Monday, September 22, 2014, and Monday, October 6, 2014, both public hearings of which will be held at 6:00 p.m. in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

(Requested by Linda Symank, Finance Administration)

- d. Consideration of and possible action regarding the taking of a record vote by members of the City Council of the City of Bellaire, Texas, to approve an ordinance adopting a budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and appropriating the several sums set up therein to the objects and purposes therein named.

(Requested by Diane K White, Organizational Services)

- e. Consideration of and possible action on a request from the Bellaire Office of Emergency Management for the adoption of a resolution of the City Council of the City of Bellaire, Texas, reaffirming Bellaire's participation in a county-wide program of emergency management with Harris County, Texas, for a period commencing September 8, 2014, and ending on January 10, 2016, said Joint Resolution of which will be submitted every two years thereafter in compliance with the election of new mayors.

(Requested by Darryl Anderson, Fire Department)

- f. Consideration of and possible action on the adoption of an ordinance authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas ("City"), an "Interlocal Mutual Aid Agreement" with Harris County, Texas ("County"), for the purpose of providing mutual aid consistent with the mutual aid and emergency assistance plans developed by the City's and County's emergency management agencies and/or departments and approved by the governing bodies of the City and County.

(Requested by Darryl Anderson, Fire Department)

2. Item for Individual Consideration:

Discussion and possible action on a request from Councilman Pat B. McLaughlan to establish an Ad Hoc Committee to serve in an architectural advisory capacity to Council regarding the development of the new City Hall and other new City facilities; the method of appointment and size of the Ad Hoc Committee should be included in City Council's discussion and possible consideration of the request.

(Requested by Tracy L. Dutton, City Clerk)

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

[Note: It is the intent of this item to provide any member of City Council the opportunity to request to place new items on the agenda of the next Regular Meeting of City Council pursuant to Article 4, Order of Business, Section A, Agenda, of the Rules of Procedure of the City Council of the City of Bellaire, Texas, 2012-2014, and/or to make a report about items of community interest. Community interest items may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and/or announcements involving an imminent threat to the public health and safety of the citizens of Bellaire that has arisen after the posting of the agenda.]

I. Adjourn.



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

AUGUST 18, 2014

Council Chamber

Public Hearing

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

SPECIAL SESSION (BUDGET PUBLIC HEARING) - 6:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the City Council of the City of Bellaire, Texas, to order at 6:06 p.m. on Monday, August 18, 2014. He announced that a quorum of all members of City Council were present as set forth below.

Member Name	Title	Status	
Dr. Philip L. Nauert	Mayor	Present	
Dr. B. Nathan	Mayor Pro Tem	Present	
Dr. J. Reed	Councilman	Present	
Dr. J. Aviola Sr.	Councilman	Present	
Dr. J. Appas	Councilman	Present	
Dr. J. Laughlan	Councilman	Present	
Dr. S. Friedberg	Councilman	Present	
Dr. J. Hofmann	City Manager	Present	
Dr. J. Petrov	City Attorney	Present	
Dr. J. Dutton	City Clerk	Present	

B. Reading of Notice of Public Hearing - Tracy L. Dutton, City Clerk.

Tracy L. Dutton, City Clerk, read the "Notice of Public Hearing" regarding the proposed budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015 (fiscal year 2015), into the record. City Clerk Dutton advised that the "Notice of Public Hearing" was posted on the City's official bulletin board and website on Monday, July 28, 2014, and in the legal notices section of the Southwest News on Tuesday, July 29, 2014, and on August 5, 2014.

C. Summary of Public Hearing Procedures - Paul A. Hofmann, City Manager.

Paul A. Hofmann, City Manager, summarized the public hearing procedures for the evening.

D. Budget Presentation - Paul A. Hofmann, City Manager:

Overview of the proposed budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015 (fiscal year 2015).

Paul A. Hofmann, City Manager, presented a broad picture overview of the proposed budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015 (fiscal year 2015). He noted that his presentation was largely intended to give the public some context for

their budget-related comments.

General Fund:

A chart of total resources anticipated in the General Fund for fiscal year 2015 was presented. It was noted that the City anticipated a 13% increase in property tax revenues and that other resources (such as sales tax, franchise fees, fines, building permit fees, etc.) were expected to remain the same as in previous years.

With respect to expenditures, a chart depicting expenditures for fiscal year 2015 was provided, showing the majority of City resources being directed to Police, Parks, and Fire.

In looking at expenditures by "category," the largest expense category in the General Fund was noted to be salaries and benefits, which represented 71% of the total General Fund.

Enterprise Fund:

A chart of total resources anticipated in the Enterprise Fund for fiscal year 2015 was presented. Reference was made to the beginning balance in the Enterprise Fund and the fact that it was decreasing as compared to prior years. City Manager Hofmann advised that the City was not recommending a change in water rates, wastewater rates, or solid waste rates at this time.

With respect to expenses in the Enterprise Fund, City Manager Hofmann indicated that the Enterprise Fund would transfer less to the Capital Improvement Program from current cash revenues for fiscal year 2015 than in prior years.

In looking at expenses by "category" in the Enterprise Fund, it was noted that 25% of the budget was tied up in salaries and benefits. The other large expense category was water purchases from the City of Houston representing 28% of the budget.

Budget Highlights:

City Manager Hofmann next presented budget highlights for the fiscal year 2015 budget. He indicated that the City was not recommending a tax rate increase or a utility rate increase; however, one of the focus areas in the next fiscal year would be on revenues. The General Fund had generally been held very flat from year to year. The proposed base budget represented an increase of less than one percent (1%) as compared to the prior year base budget.

With respect to staffing, the City recommended reducing one position overall.

City Manager Hofmann continued and advised that the City was focusing significantly on neighborhoods and safety and would be sharing more information with City Council during the second budget workshop session to be held on August 19, 2014.

A continuing focus on improvements to facilities, grounds, and park maintenance was an area of importance to City Staff.

Finally, with respect to tax rates, Bellaire's current tax rate was \$0.39999. The

current rate was proposed for fiscal year 2015. City Manager Hofmann referenced the statewide average tax rate for cities the size of Bellaire, which was \$0.54764.

Of the \$0.39999 tax rate for Bellaire, \$0.14 was apportioned to the Debt Service Fund, and \$0.25 was used for operations and maintenance.
(Requested by Paul A. Hofmann, City Manager)

E. Recognition of Citizens and/or Other Interested Parties - Dr. Philip L. Nauert, Mayor.

Robert Riquelmy:

Mr. Riquelmy addressed City Council and indicated that the Police Department was the most important function that the City provided to its citizens, in his opinion.

In light of the importance of that function, Mr. Riquelmy urged City Council to substantially increase the budget for the Police Department and encouraged evaluations every two years of those authorized to carry guns and of the Police Department as a whole.

Lynn McBee:

Ms. McBee addressed City Council and shared that she was on a fixed income and was still facing increased home appraisals on an aging home (i.e., 5% increase this year and 10% last year for a total of 15% over two years).

Also of note by Ms. McBee were taxes passed on to residents to recoup expenses utility companies paid under franchise agreements to the City. Ms. McBee provided the following examples of franchise taxes passed on to her for utility services: Comcast Cable Television charged a franchise tax of \$5.03 per month; AT&T charged \$0.76 per month; and CenterPoint Energy charged \$0.62 per month. The total franchise taxes she paid per month were a little over \$6.00 per month or a total of \$84.00 per year. With respect to sales taxes, she provided the following examples: Comcast Cable Television charged \$7.25 per month; AT&T charged \$1.61 per month; CenterPoint Energy charged \$0.41; Reliant Energy charged \$3.50; T Mobile charged \$1.44; and the City's Solid Waste Division charged \$1.63. This represented another \$15.00 per month or \$190.00 annually. Her total annual payment for franchise and sales tax equaled \$266.00. Ms. McBee urged City Council to consider what residents paid in franchise and sales taxes in determining the real estate tax rate.

With reference to the proposed budget for fiscal year 2015, Ms. McBee indicated that the following budget items seemed excessive to her:

- \$80,000 for incentive pay in the General Fund;
- 14% increase in the fees charged by Harris County to collect Bellaire's property taxes;
- \$150,000 for education and training;
- Cost of uniforms;
- \$117,000 for new hardware and software for the City Manager's office;

- Professional services increase of 29% in the Communications Technology Services Department;
- Changing the name of the Community Development Department to Development Services and the cost associated with that change (stationery, website, etc.); and
- Planners and economic development in the amount of \$93,000 for the Community Development Department. As an aside, Ms. McBee noted that a proposed policy on economic development was rejected by City Council and yet it was funded in the proposed budget.

{Speaker's allotted time ended at this point in the meeting}

F. Questions from the Mayor and City Council.

Dr. Philip L. Nauert, Mayor, opened the floor for questions from the City Council regarding the proposed budget for fiscal year 2015.

Following questions of City Manager Paul A. Hofmann and Assistant City Manager Diane K. White regarding the proposed budget, Mayor Nauert closed the public hearing.

G. Close of Public Hearing - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, closed the public hearing on the proposed fiscal year 2015 budget for the City of Bellaire, Texas, at 6:47 p.m. on Monday, August 18, 2014.

Mayor Nauert indicated that oral comments would not be received following the close of the public hearing. Written comments could be submitted to the City Council prior to final deliberation on the budget. It was anticipated that final deliberation would occur on Monday, September 8, 2014; therefore, written comments would need to be submitted to the City Council in care of the City Clerk by noon on Thursday, September 4, 2014, in order to be considered for the public record.

H. Adjournment.

A motion was made and seconded to adjourn the Public Hearing before the City Council of the City of Bellaire, Texas, at 6:49 p.m. on Monday, August 18, 2014.

Motion: Adjourn.

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



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

AUGUST 18, 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 City Council of the City of Bellaire, Texas, to order at 7:10 p.m. on Monday, August 18, 2014. He announced that a quorum of all members of City Council were present as set forth below.

Full Name	Title	Status	
Nauert	Mayor	Present	
B. Nathan	Mayor Pro Tem	Present	
F. Reed	Councilman	Present	
Avioli Sr.	Councilman	Present	
Appas	Councilman	Present	
Laughlan	Councilman	Present	
S. Friedberg	Councilman	Present	
lofmann	City Manager	Present	
etrov	City Attorney	Present	
Dutton	City Clerk	Present	

B. Inspirational Reading and/or Invocation - Roman F. Reed, Councilman - Position No. 1.

Roman F. Reed, Councilman - Position No. 1, provided the inspirational reading for the evening.

C. Pledges to The Flags - Roman F. Reed, Councilman - Position No. 1.

Roman F. Reed, Councilman - Position No. 1, led the 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. Minutes of the Public Hearing of the Bellaire City Council - August 4, 2014:

Consideration of and possible action on the adoption of the minutes of the Special Session (Public Hearing) of the City Council of the City of Bellaire, Texas, dated August 4, 2014.

Mayor and Council - Public Hearing - Aug 4, 2014 6:00 PM

Motion:

To approve the minutes of the Special Session (Public Hearing) of the City

Council of the City of Bellaire, Texas, dated August 4, 2014.

Correction:

James P. Avioli, Sr., Councilman - Position No. 2, requested a correction on page 4 of the minutes (page 9 of the agenda packet). He indicated that he wished to correct Dr. Gerow's first name from "Fred" to "Frank."

Dr. Philip L. Nauert, Mayor, called for a vote on the motion to approve the minutes of the Special Session (Public Hearing) of the City Council of the City of Bellaire, Texas, dated August 4, 2014, with the correction requested by Councilman Avioli.

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

2. Minutes of the Regular Session of the Bellaire City Council - August 4, 2014:

Consideration of and possible action on the adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, dated Monday, August 4, 2014.

Mayor and Council - Regular Session - Aug 4, 2014 7:00 PM

Motion:

To approve the minutes of the Regular Session City Council of the City of Bellaire, Texas, dated August 4, 2014.

Correction:

Andrew S. Friedberg, Councilman - Position No. 5, requested a revision on page 5 of the minutes (page 16 of the agenda packet) to replace the word "terms" in the last sentence of the paragraph before the word "motion" with "the form" and the addition of a clause at the end of the sentence to read "which was built into the interest rate and so would be repaid over the life of the bonds."

To recap, the last sentence of the referenced paragraph would read as follows: *In other words, the City would get the remaining par of \$75,000 in the form of a bidder's premium at closing, which was built into the interest rate and so would be repaid over the life of the bonds.*

After noting no objections to the revision proposed by Councilman Friedberg, Dr. Philip L. Nauert, Mayor, called for a vote on the minutes as amended.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	James P. Avioli Sr., Councilman
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

3. Minutes of the Special Session (Board Interviews) of the Bellaire City Council - August 11, 2014:

Consideration of and possible action on the adoption of the minutes of the Special Session (Board Interviews) of the City Council of the City of Bellaire, Texas, dated Monday, August 11, 2014.

Mayor and Council - Special Session - Aug 11, 2014 6:00 PM

Motion:

To approve the minutes of the Special Session (Board Interviews) of the City Council of the City of Bellaire, Texas, dated Monday, August 11, 2014.

James P. Avioli, Sr., Councilman - Position No. 2, abstained from voting on the minutes of the Special Session (Board Interviews) of the City Council of the City of Bellaire, Texas, due to his absence from that session.

RESULT:	APPROVED [6 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Pappas, McLaughlan, Friedberg
ABSTAIN:	Avioli Sr.

E. Personal/Audience Comments.

Laura Thurmond:

Ms. Thurmond addressed City Council on behalf of the Building and Standards Commission of the City of Bellaire, Texas ("Commission"). She advised that the Commission had put forth a proposed ordinance revision to the City Council in the hope that a problem with the vapor barrier in the crawlspace of homes could be addressed. She provided a picture to members of City Council showing where the problem originated from. The picture showed batt insulation put up against the crawlspace with no protection from moisture. Ms. Thurmond advised further that she did not believe that City Council would find anyone in Bellaire who would tell them that the application shown in the picture was acceptable building practice. Yet, the City's existing ordinance did not prevent the problem from happening.

Ms. Thurmond continued and assured City Council that the building science and research had been done. The good from the Commission's proposed ordinance far exceeded any potential negative outcome, in her opinion. She urged City Council not to kill the subject based on the semantics in the written proposal, and indicated that the issue was simply far too important. If semantics were the issue, there were many ways to address the language of the proposed ordinance. Ms. Thurmond advised that modifications could be as simple as stating that all permeable insulation must be protected by a vapor retarder on the warm side of the insulation and that floor assemblies would not have redundant

vapor retarders.

Ms. Thurmond advised that the Commission had been obstructed by staff with respect to this subject. She referred to quibbling that had occurred over a formal review period, and noted that the Commission had followed all of the procedures in place when they started this endeavor. Staff brought forth the idea that certain procedures needed to be followed. Ms. Thurmond indicated that if City Council wanted to put some procedures in place to help handle such situations in the future, the Commission was open to helping with that. However, to change the rules in the middle of the game was not a professional way to handle such issues.

Reference was made to the City's recent adoption of the 2012 International Building Codes. Ms. Thurmond advised that there was no review period associated with that process. In summary, Ms. Thurmond indicated that the Commission was trying to address a real problem that could cost thousands of dollars in damages. She urged City Council not to throw the entire subject out because of semantics or simple quibbling.

Danny Spencer:

Mr. Spencer addressed City Council and referenced the Building and Standards Commission ("Commission") handbook outlining the roles and responsibilities of the Commission. He read an excerpt from the handbook as follows: "The Building and Standards Commission is a quasi-judicial body and, as such, hears testimony and makes decisions regarding the removal or rehabilitation of substandard building structures, materials, variances from minimum floodplain management standards, and other real property improvements in the community. In addition, the Commission is responsible for reviewing and making recommendations to City Council on revisions to the City Building Code."

Mr. Spencer indicated that the Commission was trying to do what it was charged to do, but was getting a pushback on what City Council had asked the Commission to do. With respect to procedures, the Commission had held meetings for over one year, with the public, staff, and builders welcome to attend any of those meetings and provide input. The three builders that Mr. Spencer personally interviewed were already following the recommendation that the Commission wanted to make a standard. The Commission simply wanted to ensure that no one was going below common standards. For \$0.50 per square foot, hundreds of dollars of damage could be saved. He indicated that Bellaire did not want to be known as the "City of Homes with weak floors."

Paul Katz:

Mr. Katz addressed City Council and advised that the Building and Standards Commission ("Commission") had spent a great deal of time researching the science behind what was being proposed in the crawlspace vapor protection ordinance. He indicated that he had personally reached out to builders. When he sought assistance from the City for the names of other builders he could contact, he had been hampered by the City. The City had held meetings with builders, but failed to let any of the members of the Commission know about the meetings so that they could be in attendance and discuss what the various builders were doing. Such meetings would have created an opportune time for the members of the Commission to get input from the builders.

Mr. Katz advised that the purpose of the proposal presented by the Commission was related to building integrity and would help in the long run. Since the 2012 Building Codes required much tighter homes, Mr. Katz expressed concern that the vapor control

issue would become larger if not addressed.

Lynn McBee:

Ms. McBee addressed City Council and noted that she had not heard the City provide a status report on several major items, such as the improvements that the Texas Department of Transportation proposed to make on Loop 610 and Highway 59 and Uptown District Association plans for a transit center.

Ms. McBee next referred to an item in the proposed budget that she had not heard any discussion about. That item was the redesign of South Rice Avenue. She inquired as to whether there was an expectation that Houston, METRO, and Uptown Association would redesign South Rice Avenue on the north with Bellaire meeting them on the south.

Reference was made to economic development. Ms. McBee indicated that a policy suggested by the City Manager following a year of City Council discussions and goals, was rejected by City Council. Yet contra to the interpretation of that rejection, the City had authorized spending \$40,000 for a person to assist the City Manager on several items, including economic development. She advised that City Council's policy decisions were unclear.

Economic development also involved walkability. The City had not expended any funds to improve Bellaire's downtown area. She referenced an annual expenditure of \$50,000 in the proposed budget for further planning officials. Ms. McBee proposed an absolute moratorium on any further zoning changes after this evening for at least two years. The City had taken on too much too fast. The City did not need to constantly authorize minor or major changes on the zoning ordinances.

Randy Underwood:

Mr. Underwood addressed City Council and spoke in favor of agenda item 2a, which was consideration by Councilman Pat B. McLaughlan to propose a public hearing before City Council on the Bellaire High School Reconstruction Project. Mr. Underwood indicated that there were a few things that he believed should be brought out in the hearing.

For example, Mr. Underwood advised that his biggest concern was enrollment. He understood that HISD was building a school for 2,800 students; however, current enrollment was 3,600. HISD had totally shut down any discussion by the citizens of Bellaire according to Mr. Underwood.

With respect to parking, Mr. Underwood advised that he was not opposed to a parking garage. However, the architects designing the school did not understand the physical layout, in his opinion. In all four of the options for the reconstruction of Bellaire High School, the parking garage was exiting either on Ferris Street or Maple Street. Mr. Underwood calculated that it would take 85 minutes to get 1,000 cars in and out of the parking garage with one entrance and exit. He noted that the cars utilizing the parking garage, the parent drop-off, and the school buses would all be traveling down Maple Street (a one-way street).

In closing, Mr. Underwood advised that the planning for Bellaire High School was not adequate, in his opinion. He had attended HISD's meetings and the residents were ignored. He urged City Council to hold a forum for the citizens to speak to their elected officials about what could be done for Bellaire to have some control.

{Mr. Underwood's allotted speaker time ended at this point in the meeting}

Scott Plantowsky:

Mr. Plantowsky addressed City Council and referred to a letter that he had sent to City Council detailing talking points that he wished City Council would discuss. Mr. Plantowsky stated that the \$106 million reconstruction project for Bellaire High School was going to be an iconic project, in his opinion. In his view, what happened on the site was critical--the outcome would either be spectacular or a great disaster.

Mr. Plantowsky continued and advised that members of City Council were the gatekeepers for the rest of the City with respect to the project. It was essential for each member of City Council to look at the project very carefully and pushback, if need be. He urged City Council not to allow the broad leeway that Ms. Robertson of HISD had requested during the last City Council meeting.

The footprint of the school itself was not bad; however, when height was added and the footprint expanded with large buildings right next to the neighborhood, the project would result in a horrible eyesore for the neighborhood.

In closing, Mr. Plantowsky urged City Council to weigh in hard and ensure that once the new school was constructed it would not destroy property values or the outdoor life for residents in Bellaire.

Heather Gray:

Ms. Gray addressed City Council and noted that her home was directly behind the ball parks, which were part of the Bellaire HISD campus. She indicated that her home would be directly impacted by City Council's decisions with respect to the reconstruction project.

Ms. Gray stated that the project was important for all of the citizens. It was Ms. Gray's understanding that the Bellaire High School Reconstruction Project would be one of the largest expenditures ever in the City. It was noted that the project was important to City Council as they worked on beautification of the City. If the campus were flipped into the heart of the homes that were part of Bellaire, then the South Rice Avenue traffic would be looking at the back of the campus, which would not be pretty in her opinion.

In addition, Ms. Gray believed that Maple or Ferris Streets were ill-equipped to handle the school's traffic and that South Rice Avenue was the only street with the capability to handle the school's traffic. An important consideration, in Ms. Gray's opinion, was where the buildings would be situated. Ms. Gray believed that City Council needed to communicate their priorities and some broad principles to HISD now. Secondly, she agreed with Councilman McLaughlan's suggestion of holding a meeting for the residents.

Mayor Nauert read one written comment into the record as follows:

Kristin Schuster:

I am writing regarding your possible action tonight on Building & Standards Commission's recommendation for water vapor control in crawlspace construction (Item G.1.c.).

This is an important issue. I urge Council to act tonight to "issue direction to the City Manager to bring forward for City Council consideration an Ordinance to revise the City of Bellaire Code of Ordinances, Chapter 9, Buildings, Article II, Building Codes, Division

I, Generally, Section 9-17, Amendment to the Building Code, to implement the recommendations of the Building and Standards Commission regarding water vapor controls."

I see in the agenda packet that Staff recommends no action at this time. To leave the City Manager, Staff and the Building and Standards Commission with no direction on this significant issue following your meeting would be inappropriate. Should you not take the specific action I urge above, I implore you to provide direction to Staff and the Commission to pursue this issue in a manner that will bring it to some resolution in a manner that meets with Council's approval.

Thank you all for your ongoing service to the City, and consideration of this issue.

Respectfully.

F. Reports:

1. City Manager's Report:

City Manager's Report dated August 18, 2014, regarding an update on the City's beautification efforts.

Paul A. Hofmann, City Manager, presented his City Manager's Report dated August 18, 2014, to members of City Council. The report provided an update on the City's beautification efforts consisting of tree trimming and removal, improvements to Holly Street, Ware Family Park, Joe Gaither Park, and Paseo Park, as well as improvements to Bellaire Town Square.

Motion:

To accept the City Manager's Report dated August 18, 2014, as presented by City Manager Paul A. Hofmann, into the record.

Following questions of City Manager Paul A. Hofmann regarding his report, action was taken on the motion and second to accept the report into the record.

(Requested by Paul A. Hofmann, City Manager)

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

2. Financial Report:

Monthly Financial Report for the Ten Month Ended July 31, 2014, including presentation and/or discussion of financial data as presented in the financial reports for the General Fund, Enterprise Fund, Debt Service Fund, Vehicle, Equipment and Technology Fund, and Capital Improvement Program Fund.

Chief Financial Officer Linda Symank presented the monthly financial report for the City of Bellaire, Texas, for the ten months ended July 31, 2014, which included a discussion of financial data as presented in the financial reports for the General Fund, Enterprise Fund, Debt Service Fund, Vehicle, Equipment

and Technology Fund, and Capital Improvement Program Fund.

Motion:

To accept the monthly financial report for the City of Bellaire, Texas, for the ten months ended July 31, 2014, as presented by Chief Financial Linda Symank, into the record.

Following questions of Chief Financial Officer Linda Symank regarding her monthly financial report for the City of Bellaire, Texas, for the ten months ended July 31, 2014, action was taken on the motion and second to accept the report into the record.

(Requested by Linda Symank, Finance Administration)

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

G. New Business:

1. Adoption of Ordinance(s)/Resolution(s):

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute an "Application and Certification for Payment (AIA Document G702) with D. L. Meacham, LP, to a contract for the "Bellaire Town Square Multi-Purpose Great Lawn project consisting of a net increase in said project of \$8,428.00, and approval for the City of Bellaire, Texas, to make the final payment to D. L. Meacham, LP, on said contract in an amount not to exceed \$65,023.20.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute an "Application and Certification for Payment (AIA Document G702) with D. L. Meacham, LP, to a contract for the "Bellaire Town Square Multi-Purpose Great Lawn" project consisting of a net increase in said project of \$8,428.00, and to approve the City of Bellaire, Texas, to make the final payment to D. L. Meacham, LP, on said contract in an amount not to exceed \$65,023.00.

Following questions of Director of Parks, Recreation, and Facilities Karl Miller, action was taken on the motion and second to adopt an ordinance authorizing execution of the final payment document and authorizing the City to make the final payment on the Bellaire Town Square Multi-Purpose Great Lawn project.

{Ordinance was subsequently numbered: 14-040}
(Requested by Karl Miller, Facilities Management)

Motion: Motion to adopt ordinance.

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

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending the Code of Ordinances of the City of Bellaire, Texas ("City Code"), Chapter 24, Planning and Zoning, Article II, Definitions and Interpretations, Section 24-202, Definitions (32), to delete references to old zoning districts (CCD-1, CCD-2); Article V, Zoning Regulations, Section 24-501, Districts Established, to delete references to old zoning districts and update to include all current districts, to amend parking requirements in Commercial and Mixed-Use Districts; Section 24-514a, Parking in Commercial and Mixed-Use Districts, to delete references to old zoning districts (CCD-1, CCD-2) and to reference all zoning districts, to amend parking requirements in Commercial and Mixed-Use Districts, and add parking requirements for churches and schools, to amend aggregate/shared parking requirements to include a shared parking table, to add requirements for the stacking of spaces for drive-through facilities, and to rename Section 24-514a, Parking Requirements, Non-Single Family; to delete the following Section 24-531D(2)a and D(2)b, Section 24-532 C(2)a and C(2)b, Section 24-533 C(2)a and C(2)b, Section 24-534 C(2)a and C(2)b, and Section 24-535 F(2)a and F(2)b; and replace with a new Section 24-526, Schools and Churches in Residential Areas; to amend Article X, Signs, Section 2012, Permitted Signs for Institutions, and Article XI, Sexually Oriented Businesses, Section 24-1100, Applicable in Certain Districts, to replace references to old zoning districts (CCD-1, CCD-2) with newly adopted districts (UV-D, CMU).

Director of Community Development John McDonald advised that after the public hearing held the previous week on the matter, there was some discussion related to school parking ratios. He noted that Councilman Friedberg had asked if the City needed to establish a set ratio, and City Staff had answered "yes." After getting away from the meeting and reviewing the ratios with the City Attorney, City Staff felt that with limitations placed on each specific site in Bellaire and the way each site had specific issues in relationship to neighboring parts of the community, that the statement "as permitted by specific use permit" should replace the ratios so that school sites could be looked at individually and let the applicant propose a certain number of parking spaces based on criteria that would then be reviewed by City Staff and the Planning and Zoning Commission through the specific use permit process. City Staff's recommendation was reflected in the version of the code amendments presented to City Council on their agenda.

Motion:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending the Code of Ordinances of the City of Bellaire, Texas ("City Code"), Chapter 24, Planning and Zoning, Article II, Definitions and Interpretations, Section 24-202, Definitions (32), to delete references to old zoning districts (CCD-1, CCD-2); Article V, Zoning Regulations, Section 24-501, Districts Established, to delete references to old zoning districts and update to include all current districts, to amend parking requirements in Commercial and Mixed-Use Districts; Section 24-514a,

Parking in Commercial and Mixed-Use Districts, to delete references to old zoning districts (CCD-1, CCD-2) and to reference all zoning districts, to amend parking requirements in Commercial and Mixed-Use Districts, and add parking requirements for churches and schools, to amend aggregate/shared parking requirements to include a shared parking table, to add requirements for the stacking of spaces for drive-through facilities, and to rename Section 24-514a, Parking Requirements, Non-Single Family; to delete the following Section 24-531D(2)a and D(2)b, Section 24-532 C(2)a and C(2)b, Section 24-533 C(2)a and C(2)b, Section 24-534 C(2)a and C(2)b, and Section 24-535 F(2)a and F(2)b; and replace with a new Section 24-526, Schools and Churches in Residential Areas; to amend Article X, Signs, Section 24-1100, Permitted Signs for Institutions, and Article XI, Sexually Oriented Businesses, Section 24-1012, Applicable in Certain Districts, to replace references to old zoning districts (CCD-1, CCD-2) with newly adopted districts (UV-D, CMU).

Following questions of Director of Community Development McDonald regarding the proposed amendments to the City Code, an amendment was offered to the main motion.

Amendment No. 1 to the Main Motion:

To amend the main motion to add as a qualifying clause that parking would be according to use as determined in the specific use permit, based on a parking demand study to be submitted as part of the application process.

Following discussion of the amendment to the main motion, a second amendment to the main motion was offered.

Amendment No. 2 to the Main Motion:

To amend the main motion to add as a qualifying clause that parking would be according to use as determined in the specific use permit, with consideration given to a parking demand study and a traffic impact analysis.

Discussion ensued among members of City Council regarding the parking demand study and a traffic impact analysis.

Following discussion, action was taken on Amendment No. 2 to the Main Motion.

RESULT:	FAILED [3-4]
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Andrew S. Friedberg, Councilman
AYES:	Nathan, McLaughlan, Friedberg
NAYS:	Nauert, Reed, Avioli Sr., Pappas

Following a vote on Amendment No. 2 to the Main Motion, discussion ensued regarding Amendment No. 1 to the Main Motion. At the conclusion of the discussion, Mayor Nauert called for a vote on Amendment No. 1 to the Main Motion.

RESULT:FAILED [3-4]	
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MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Dr. Philip L. Nauert, Mayor
AYES:	Nauert, McLaughlan, Friedberg
NAYS:	Nathan, Reed, Avioli Sr., Pappas

Councilmen Roman F. Reed and Gus E. Pappas indicated that their opposition was based on restricting the process to a traffic demand study and/or traffic impact analysis. Councilman James P. Avioli, Sr., indicated that his opposition was based on the timing of the process (i.e., he was opposed to making a change in parking requirements for schools at this time).

After voting on Amendment No. 1 to the Main Motion, discussion ensued on the Main Motion. At the conclusion of the discussion, action was taken on the main motion.

{Ordinance was subsequently numbered: 14-041}
(Requested by John McDonald, Community Development)

RESULT:	ADOPTED [5 TO 2]
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, McLaughlan, Friedberg
NAYS:	Avioli Sr., Pappas

- c. Discussion, consideration, and possible action on issuing direction to the City Manager to bring forward for City Council consideration an Ordinance to revise the City of Bellaire Code of Ordinances, Chapter 9, Buildings, Article II, Building Codes, Division I, Generally, Section 9-17, Amendment to the Building Code, to implement the recommendations of the Building and Standards Commission regarding water vapor controls.

Motion:

To direct the City Manager to bring forward for City Council consideration an ordinance to revise Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, Section 9-17, Amendment to the Building Code, to implement the recommendations of the Building and Standards Commission regarding water vapor controls.

Discussion ensued regarding the main motion on the floor. Following discussion, action was taken on the main motion.

Councilman Andrew S. Friedberg discussed the reasons he could not support the motion. He indicated that he did not doubt the existence of an issue or the science on which the Building and Standards Commission had relied in bringing the issue forward to City Council. He was not satisfied at this point that the proposal "as presently written" was the least restrictive means to address the problem. He stated that he would personally prefer that City Council explore that further, with the benefit of a more robust review at the City Council level before pulling the trigger on a very local amendment to an internationally adopted code.

(Requested by John McDonald, Community Development)

RESULT:	ADOPTED [6 TO 1]
MOVER:	Gus E. Pappas, Councilman
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan
NAYS:	Friedberg

- d. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing one (1) member to the LIFE Advisory Board of the City of Bellaire, Texas, to fill a vacancy for a term commencing on August 18, 2014, and expiring on June 30, 2016.

Mayor Nauert indicated that Councilman Andrew S. Friedberg had requested that City Council consider filling the vacancy on the LIFE Advisory Board first. Councilman Friedberg advised that he must recuse himself from voting on the basis that he had a familial relationship with one of the applicants. Councilman Friedberg left the dais and was seated in the Council Chamber.

Members of City Council were provided with ballots listing the names of applicants interested in filling a vacancy on the LIFE Advisory Board of the City of Bellaire, Texas. Each member was requested to select one (1) applicant to fill the vacancy. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Marla Turner
Amanda B. Nathan	Marla Turner
Roman F. Reed	Marla Turner
James P. Avioli, Sr.	Marla Turner
Gus E. Pappas	Marla Turner
Pat B. McLaughlan	Marla Turner

As noted above, Councilman Friedberg recused himself from voting on this agenda item.

The successful applicant was Marla Turner with six votes.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, appointing Marla Turner to the LIFE Advisory Board of the City of Bellaire, Texas, to fill a vacancy for a term commencing on August 18, 2014, and expiring on June 30, 2016.

{Ordinance was subsequently numbered: 14-046}
(Requested by Tracy L. Dutton, City Clerk)

RESULT: **ADOPTED [6 TO 0]**
MOVER: Amanda B. Nathan, Mayor Pro Tem
SECONDER: Roman F. Reed, Councilman
AYES: Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan
RECUSED: Friedberg

- e. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing one (1) member to the Board of Adjustment of the City of Bellaire, Texas, to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

Members of City Council were provided with ballots listing the names of applicants interested in filling an unexpired term on the Board of Adjustment of the City of Bellaire, Texas. Each member was requested to select one (1) applicant to fill the unexpired term. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Sean Wheeler
Amanda B. Nathan	Sean Wheeler
Roman F. Reed	Jill Thiem
James P. Avioli, Sr.	Jill Thiem
Gus E. Pappas	Jonathan Palmer
Pat B. McLaughlan	Sean Wheeler
Andrew S. Friedberg	Sean Wheeler

The successful applicant was Sean Wheeler with a vote of four.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, appointing Sean Wheeler to the Board of Adjustment of the City of Bellaire, Texas, to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

{Ordinance was subsequently numbered: 14-042}
 (Requested by Tracy L. Dutton, City Clerk)

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

- f. Consideration of and possible action on the adoption of an ordinance appointing two (2) members to the Cultural Arts Board of the City of Bellaire, Texas, to fill two (2) unexpired terms, commencing on August 18, 2014, and expiring on June 30, 2015.

Members of City Council were provided with ballots listing the names of applicants interested in filling two (2) unexpired terms on the Cultural Arts

Board of the City of Bellaire, Texas. Each member was requested to select two (2) applicants to fill the unexpired term. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Jill Patir and Jill Thiem
Amanda B. Nathan	Jill Patir and Andrew Williamson
Roman F. Reed	Jill Thiem and Andrew Williamson
James P. Avioli, Sr.	Jill Patir and Jill Thiem
Gus E. Pappas	Jill Patir and Jill Thiem
Pat B. McLaughlan	Jill Patir and Andrew Williamson
Andrew S. Friedberg	Jill Patir and Andrew Williamson

One of the two successful applicants was Jill Patir with six votes. Applicants Jill Thiem and Andrew Williamson each received four votes, resulting in a tie.

A second ballot was provided to members of City Council for the purpose of voting to break the tie. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Andrew Williamson
Amanda B. Nathan	Andrew Williamson
Roman F. Reed	Jill Thiem
James P. Avioli, Sr.	Jill Thiem
Gus E. Pappas	Jill Thiem
Pat B. McLaughlan	Andrew Williamson
Andrew S. Friedberg	Andrew Williamson

Andrew Williamson was the second successful applicant with four votes.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, appointing Jill Patir and Andrew Williamson to the Cultural Arts Board of the City of Bellaire, Texas, to fill two (2) unexpired terms commencing on August 18, 2014, and expiring on June 30, 2015.

{Ordinance was subsequently numbered: 14-043}
(Requested by Tracy L. Dutton, City Clerk)

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

- g. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing one (1) member to the Environmental and Sustainability Board of the City of Bellaire, Texas, to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

Members of City Council were provided with ballots listing the names of applicants interested in filling an unexpired term on the Environmental and Sustainability Board of the City of Bellaire, Texas. Each member was requested to select one (1) applicant to fill the unexpired term. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Susan Hawes
Amanda B. Nathan	Jonathan Palmer
Roman F. Reed	Jonathan Palmer
James P. Avioli, Sr.	Susan Hawes
Gus E. Pappas	Jonathan Palmer
Pat B. McLaughlan	Jonathan Palmer
Andrew S. Friedberg	Jonathan Palmer

The successful applicant was Jonathan Palmer with five votes.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, appointing Jonathan Palmer to the Environmental and Sustainability Board of the City of Bellaire, Texas, to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

{Ordinance was subsequently numbered: 14-044}
 (Requested by Tracy L. Dutton, City Clerk)

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

- h. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating one (1) member to serve on the Evelyn's Park Conservancy Board as the City's Representative to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

Members of City Council were provided with ballots listing the names of applicants interested in filling an unexpired term on the Evelyn's Park Conservancy Board as a representative of the City of Bellaire, Texas. Each member was requested to select one (1) applicant to fill the unexpired term. The votes were tallied by the City Clerk and the results read into the record by Mayor Nauert as follows:

Member of City Council	Applicant
Dr. Philip L. Nauert	Debbie Lapin
Amanda B. Nathan	Millie Hast
Roman F. Reed	Millie Hast
James P. Avioli, Sr.	Millie Hast
Gus E. Pappas	Millie Hast
Pat B. McLaughlan	Millie Hast
Andrew S. Friedberg	Millie Hast

The successful applicant was Millie Hast with six votes.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, designating Millie Hast to serve on the Evelyn's Park Conservancy Board as the City's Representative to fill an unexpired term commencing on August 18, 2014, and expiring on June 30, 2015.

{Ordinance was subsequently numbered: 14-045}
(Requested by Tracy L. Dutton, City Clerk)

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

- i. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, to reschedule the second Regular Session in the month of September 2014 from September 15, 2014, to September 22, 2014, to allow for compliance with Truth-in-Taxation laws.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, to reschedule the second Regular Session in the month of September 2014 from September 15, 2014, to September 22, 2014, to allow for compliance with Truth-in-Taxation laws.

(Requested by Tracy L. Dutton, City Clerk)

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

2. Items for Individual Consideration:

- a. Consideration of and possible action on a request from Councilman Pat B. McLaughlan to call a public hearing before the City Council of the City of Bellaire, Texas, for the purpose of hearing and gathering citizen comment on the Bellaire High School reconstruction plans, said public hearing of which shall be held prior to September 4, 2014.

Motion:

To call a public hearing before the City Council of the City of Bellaire, Texas, for the purpose of hearing and gathering citizen comment on the Bellaire High School reconstruction plans, said public hearing of which shall be held prior to September 4, 2014.

Councilman Pat B. McLaughlan introduced the agenda item before City Council. He referenced citizen input received to date and noted that the citizens were looking to City Council to be sensitive to their needs and to help adjust the specific use permit process to maintain the neighborhood residential quality of life. Councilman McLaughlan stated that he felt it was important for the City to alert the Houston Independent School District ("HISD") that the City did have concerns with the reconstruction plans for Bellaire High School before HISD got to the specific use permit process. Following a hearing, the City could put together a top level resolution requesting that HISD and the City work together on the issue.

Amendment #1 to the Main Motion:

To amend the main motion calling a public hearing before the City Council of the City of Bellaire, Texas, for the purpose of hearing and gathering citizen comment on the Bellaire High School reconstruction plans by adding a set date of Wednesday, September 10, 2014.

Discussion ensued regarding the amendment to the main motion. At the conclusion of the discussion, action was taken on the amendment.

RESULT:	FAILED [3-4]
MOVER:	Roman F. Reed, Councilman
SECONDER:	James P. Avioli, Sr.
AYES:	Reed, Avioli, McLaughlan
NAYS:	Nauert, Nathan, Pappas, Friedberg

Amendment No. 2 to Main Motion:

To call a community meeting on Monday, September 29, 2014, before the City Council of the City of Bellaire, Texas, for the purpose of hearing and gathering citizen comment on the Bellaire High School reconstruction plans.

Discussion ensued regarding the amendment to the main motion. At the conclusion of the discussion, action was taken on the amendment.

RESULT:ADOPTED [6-1]	
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Dr. Philip L. Nauert, Mayor
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, Friedberg
NAYS:	McLaughlan

Discussion ensued on the main motion, as amended. Following discussion action was taken on the main motion, as amended.

Councilmen Pat B. McLaughlan and Roman F. Reeds were opposed to the timing of the community meeting as both felt the timing was too late. (Requested by Paul A. Hofmann, City Manager)

RESULT:	ADOPTED AS AMENDED [5 TO 2]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Nauert, Nathan, Avioli Sr., Pappas, Friedberg
NAYS:	Reed, McLaughlan

- b. Consideration of and possible action to direct staff to prepare a brief resolution to the Houston Independent School District ("HISD") regarding concerns raised during a public hearing related to possible negative impacts to the residential quality of life in the surrounding neighborhood as a result of the reconstruction of Bellaire High School.

Councilman Pat B. McLaughlan withdrew his agenda item at this time. (Requested by Paul A. Hofmann, City Manager)

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

Community interest items from the Mayor and City Council included expressions of congratulations to Chief of Police Byron Holloway and his staff on an incredibly informative community meeting.

I. Adjourn.

Motion: Adjourn

Following favorable action on the motion to adjourn, Mayor Nauert advised that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 11:04 p.m. on Monday, August 18, 2014.

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

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: City Manager
Category: Report
Department Head: Paul A. Hofmann
DOC ID: 1347

**SCHEDULED
INFORMATION ITEM (ID
1347)**

Item Title:

City Manager's Report regarding a proposed discount department store that will serve as an anchor for a commercial development consisting of 3.5 acres located on the east side of South Rice Avenue, south of Westpark Drive, across from the UV-T zoning district, said development to be known as the "Shoppes at Uptown Crossing."

Background/Summary:

City Manager Paul A. Hofmann will present his City Manager's Report dated September 8, 2014, which will include discussion of a proposed discount department store that will serve as an anchor for a development consisting of 3.5 acres located on South Rice Avenue and Westpark Drive, north of Bellaire and southwest of the Galleria, said development to be known as the "Shoppes at Uptown Crossing." This property is directly adjacent to the west side of Anderson Street and the UV-T zoning district.

Other tenants proposed for the development include Micro-Center computer and electronics store, an extended-style hotel chain, and various fast-food style restaurants.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

City Manager Hofmann recommends acceptance of his City Manager's Report dated September 8, 2014, into the record.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Facilities Management
Category: Report
Department Head: Karl Miller
DOC ID: 1339

**SCHEDULED
INFORMATION ITEM (ID
1339)**

Item Title:

Receive presentation on the status of the design of the Evelyn's Park Project located at 4400 Bellaire Blvd., Bellaire, Texas 77401.

Background/Summary:

Mr. Paul Hofmann, City Manager of City of Bellaire, will present to City Council the status of the Evelyn's Park design.

Previous Council Action Summary:

During the July 7, 2014 City Council Meeting the Council voted to approve and enter into the Development and Operating Agreement for Evelyn's Park with the Evelyn's Park Conservancy.

Fiscal Impact:

N/A

Recommendation:

It is the recommendation of the Director of Parks, Recreation and Facilities, Karl Miller, that City Council receive and discuss the Evelyn's Park Update as presented by the Mr. Paul A. Hofmann, City Manager of the City of Bellaire, Bellaire, Texas

ATTACHMENTS:

- Evelyn's Park Update 090814 (DOCX)
- Evelyn's Park Update Narrative (DOCX)
- Evelyn's Park Project Timeline 090814 (XLSX)
- Evelyn's Park Restaurant plan (PDF)
- Layout Plan for Parking (PDF)
- Evelyn's Park CD project schedule 090814 (XLSX)

EVELYN'S PARK
Council Update
September 8, 2014

This update is prepared to provide Council with status for several items that are related to conditions in the Development and Operating Agreement between the City and Evelyn's Park Conservancy (EPC) adopted on July 7, 2014, and other issues Council requested additional review and action on related to the park property.

Evelyn's Park Design Development Review

Pursuant to Recital 3(b) of the Development and Operating Agreement for Evelyn's Park, the Design Development documents (DD's) for Evelyn's Park have been delivered to the City and have been review by the City's representatives. These DD's were presented to the City on August 6, 2014 at 100% as work was continued by EPC's design consultants during negotiations with the City on the Development and Operating Agreement and completed before there could be a scheduled meeting of all parties. Stoppage of work by consultants to await a combined meeting was not deemed to be in the best interest of the project.

Review by City representatives, which included Parks, Recreation and Facilities Director, Community Development Director, Public Works Director, Police Chief and consultant Marybeth Flaherty, resulted in close to 100 points and items for consideration that covered Bellaire Building Code architectural requirements, considerations for emergency vehicle access, storage for both indoor items and outdoor park maintenance equipment/supplies, lighting within the park, parking, separation of HVAC for café and other controlled air spaces, and numerous other issues. This review document was delivered to EPC and their design consultants within our 10-day review window. Responses to our review document were received in hard copy and a meeting was held Tuesday, September 2, 2014 to discuss major points that had design implications. Conversations are ongoing related to other points as the detail can be incorporated in the construction drawings.

To comply with statement also within Recital 3(b), ("the City Council shall have the right to review and approve the DDs for any restaurant and restaurant parking included in Phase 1 at the 60% stage of completion of DDs, as set forth in the City's 8/20/2012 Limitations on Acceptance, no later than the first regular City Council meeting occurring after the City Representatives have reviewed and commented or are deemed to have approved such 60% complete DDs relating to the restaurant and restaurant parking"), Council will

be presented the DD's related to café and parking for their review and approval at the September 8, 2014 Council meeting.

From the Limitations on Acceptance from 8/20/2012, items number 1, 2 and 7 (shown below and directly from executed Development and Operating Agreement) will be specifically addressed in that presentation. Other items in those limitations relate to future phases or to operations once the park is developed, and thus will be addressed when appropriate.

(1) Restaurant: The inclusion and size of any specific restaurant design proposed by the EPC will require approval by City Council and will be addressed by City Council if and when such a specific design is proposed;

(2) Restaurant Parking: The amount of on-site parking required for any specific restaurant design proposed by the EPC will require a determination of adequacy by the City, and will be addressed if and when such a specific design is proposed;

(7) Parking Generally: The City Council encourages the EPC to continue to explore opportunities within the Preliminary Master Plan as presented to facilitate additional on-Site parking when required, through flexibility in the design of park components.

From the first presentation made by EPC to Council on the Master Plan for Evelyn's Park at a Public Hearing on August 8, 2012, there has always been a food service component included. Along with that first presentation, Council was delivered a report from Al a Carte, Food Service Consulting Group. This report analyzed the feasibility of having a food service component within the park and recommended the concept of a small "counter style service café with indoor and outdoor seating". Through the process to design development, this same recommendation by Al a Carte remained consistent, and the DD plans offer a layout, which support this food service style. Intent is that this café offer food as a supplement to park users total experience within the park. Due to the parks relative location across from the Newcastle Trail, walking and biking to the park are expected to be a good portion of park users desired method to visit the park.

The DD plans show the conversion of the existing Yellow House into a counter service café with limited indoor seating and a small outdoor covered patio. Total capacity within the restaurant is a maximum of 24 people and an additional 10 seats at a stationary high bar table on the entry patio. Total square footage space for the indoor and outdoor portions of the café is 738 square feet. And if you include seating offered under the pavilion there is an additional capacity of 30 seats and 930 square feet.

Taking the total square footage of 1,668 (738 for café and 930 for pavilion), City of Bellaire Code would require 17 parking spaces for the café alone. Based on Office square footage of 641 square feet, Bellaire Code would require an additional 3 parking spaces. Currently, the City of Bellaire does not have a parking requirement

for our parks. The City of Houston Code does address parking for their parks, and for a park of five acres 4 spaces would be required. Using these guidelines and Bellaire Code requirements the following table gives comparison of programed spaces verses “required” spaces:

	Programed Spaces	“Required” Spaces
Café Spaces	17	17
Park	4	4
Office	3	3
Flex Spaces	<u>14</u>	—
TOTAL	38	24

If spaces necessary is calculated using the assumption that 64 people (34 both inside and outside the café and 30 for the pavilion) arrive at a rate of 2 persons per vehicle, then 32 spaces would be needed. Adding office required spaces and City of Houston park spaces for a park of this size, the count for maximum spaces “required” would be 39. The Flex Spaces programed are anticipated to adequately cover the needs for both the park only users and café patrons.

Review Process Going Forward and Project Schedule

In an effort to keep the project moving forward with an anticipated start of construction in March 2015, review of construction documents (CD’s) will be done with representatives from the City and EPC meeting jointly with consultants. This will not preclude the 10 day review period granted in the Development and Operating Agreement, but should speed the process as some questions on the documents might be resolved in the initial presentation. CD’s substantially completed before issuance of an RFQ for construction. The RFQ will request that the Construction Manager At Risk method be used for the project.

Attached is the proposed schedule for the project which has incorporated anticipated recommendation for a construction manager at the November 17, 2014 Council meeting and presentation of negotiated construction contract at the January 26, 2015 Council meeting.

Environmental

In response to Council's request for a follow up on the environmental status of the park property, City engaged Berg Oliver, Associates, Inc. an environmental and land use consultant, to review all known existing documents related to the environmental condition of the property. From their initial evaluation the following conclusions have been reached:

- Additional testing needed for existing structures relative to asbestos (Admin Building) and lead paint (yellow house)
- As a precaution, no extensive excavation/underground utilities should occur near site of old underground storage tank
- No additional contamination concerns are currently identified
- It is recommended to coordinate with the Texas Historical Commission concerning the placement of the existing marker at the site
- Plans should be okay to proceed with minimal environmental considerations

Ongoing issues and their anticipated completion for action are as follows:

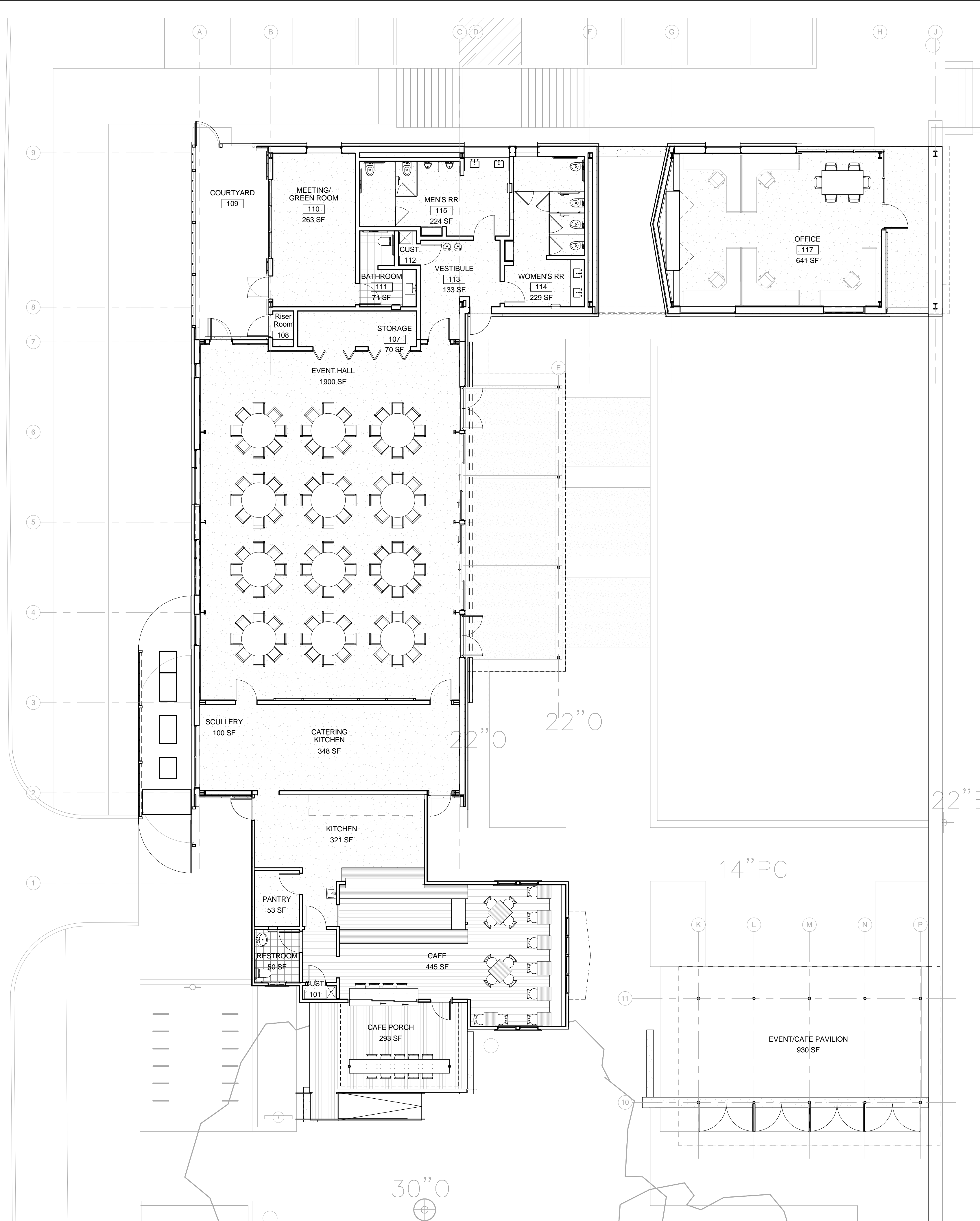
- ACBM Survey for Admin Building- Completion Approximately 3 weeks
- Lead Based Paint Survey for Yellow House -Completion Approximately 3 weeks
- THC Concurrence - Ongoing Coordination
- Phase I ESA - Completion Approximately 3 weeks
- ACBM Abatement - Pending results of Study

Securing Off-site Parking Agreement

Negotiations with Bellaire United Methodist Church (BUMC) for a shared parking agreement have been completed that allow for parking overflow from large planned events at Evelyn's Park to utilize the BUMC parking lot located at the southwest corner of Bellaire Boulevard and Newcastle (sometimes referred to as the Scout House parking lot). In exchange for this usage, BUMC is given the right to utilize the event space or park facilities for up to 8 events during a 12 month period. For scheduling purposes, a 30 day notice of anticipated need is requested by both parties. Each party has designated a

representative to contact in regards to planned use. The City has designated Evelyn's Park Conservancy as City's representative as they will be the operator of the park and thus planning the calendar of events within the park. Council will be presented with this shared parking agreement for their approval at September 8, 2014 Council meeting.

Additionally, City has had additional conversations with CenterPoint Energy concerning usage of their transmission easement at the railroad tracks and Bellaire Boulevard. These communications are very positive that an arrangement could be developed for that site to offer additional offsite parking for large events.



P.O. BOX 459
BELLAIRE, TEXAS 77401

S W A

Houston
Dallas
Laguna Beach
Los Angeles
San Francisco
Sausalito
Shanghai

CONSULTANTS:

Brewer Escalante
13430 Northwest Freeway, Suite 350
Houston, Texas 77040
713.688.3530 p 713.688.5476 f

RDP Engineers, Inc.
104 Industrial Boulevard, Suite 111
Sugar Land, Texas 77478
281.276.1555 p 281.275.1556 f

Bos Lighting Design
1245 West 18th Street
Houston, Texas 77008
713.869.9559 **p**

Sweeney + Associates
3000 Joe DiMaggio Blvd. Bldg. 1700 - Suite 61
Round Rock, Texas 78660
512.306.9350 p. 512.306.9035 f.

CMS Collaborative
1100 Water Street
Santa Cruz, CA 95062
831.425.3743 p. 831.429.8143 f

Surround Creative, LLC
507 Highland
Houston, Texas 77009
713.834.5402 n 713.868.1249 f

[illegible]

**FOR REVIEW
NOT FOR
REGULATORY
APPROVAL,
PERMITTING, OR
CONSTRUCTION**



Job Number: EPCs401

SHEET TITLE:

L3.01
SWA Group

Evelyn's Park

Design/Construction Schedule

9/8/2014

PROJECT SCHEDULE

Joint City of Bellaire/EPC DD Comment Review Meeting	9/2/2014
City Council Meeting - Presentation of DD for Café/Parking Subsequent Schedule dates assume Council Approval of Architectural Program and associated site planning	9/8/2014
City Council Meeting - Approval of Construction Contractor/CMA	11/17/2014
City Council Meeting - Award Construction Contract with Guaranteed Maximum Pricing	1/26/2015
Proposed period for holding Community meeting with Contractor and Official Groundbreaking Celebration	February 2015
Construction Commencement	March 2015
Construction Completion	May 2016

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Facilities Management
Category: Discussion
Department Head: Karl Miller
DOC ID: 1340

**SCHEDULED
ACTION ITEM (ID # 1340)**

Item Title:

Consideration of and possible action on a recommendation from the Department of Parks, Recreation and Facilities to approve the proposed restaurant design and parking to be established in Evelyn's Park located at 4400 Bellaire Blvd., Bellaire, Texas, 77401.

Background/Summary:

The Development and Operating Agreement For Evelyn's Park, identifies in Section 3. Development of Phase 1, b. Review of Drawings that the Bellaire City Council will have the opportunity to review and approve the drawings relating to the restaurant and the restaurant parking.

The proposed restaurant is designed to seat up to 24 patrons inside the building while the outside space associated with the restaurant is designed to accommodate up to 10 people. Based on City of Bellaire code requirements 17 parking spaces are required to accommodate the restaurant.

A presentation will be provided by Evelyn's Park Consultants as well as representatives from the Evelyn's Park Conservancy will be available to answer any questions Council may have related to the proposed drawings.

Previous Council Action Summary:

During the July 7, 2014 City Council meeting the Council voted to approve and enter into the Development and Operating Agreement For Evelyn's Park, Bellaire, Texas with the Evelyn's Park Conservancy.

Fiscal Impact:

N/A

Recommendation:

The Director of Parks, Recreation and Facilities, Karl Miller, is recommending that the City Council receives the Evelyn's Park restaurant presentation and accepts and approves the proposed restaurant design and the associated parking.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Facilities Management
Category: Amendment
Department Head: Karl Miller
DOC ID: 1318 A

SCHEDULED**ACTION ITEM (ID # 1318)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a parking agreement for Evelyn's Park, Bellaire, Texas, by and between the City of Bellaire, Texas, and the Bellaire United Methodist Church, located at 4417 Bellaire Boulevard, Bellaire, Texas 77401.

Background/Summary:

The City of Bellaire, Evelyn's Park Conservancy and the Bellaire United Methodist Church have been in collaborative discussions about the development of a parking agreement that would be beneficial to all parties. The agreement is of a cooperative nature and would provide for additional public parking at both locations when necessary to accommodate each party's needs as a result of high usage at Evelyn's Park or at the United Methodist Church during special events/activities. The agreement is not intended to provide parking for normal daily usage or to provide parking for the restaurant to be located in Evelyn's Park. City staff and members of the Evelyn's Park Conservancy believe adequate parking will be available within the park to meet the needs of the restaurant.

The agreement would go into effect upon authorization by both parties and would remain in effect until one party terminates the agreement by giving the other party notice at least thirty (30) days prior to termination.

Each party will have a designated liaison to meet and confer about matters related to this agreement, the City of Bellaire's liaison will be the Evelyn's Park Conservancy President while the Business Manager will represent the Bellaire United Methodist Church.

Each party is required to provide the other party at least 30 days advance notice prior to using the other party's parking lots unless an unscheduled event occurs, such as a funeral.

Liability insurance coverage is required by both parties and both parties agree to indemnify the other party of any liability related to the use for the other party's parking lots.

In addition, the City of Bellaire agrees to allow Bellaire United Methodist Church to utilize Evelyn's Park for special events up to eight (8) times in a 12-month period without charge, provided that the date and time requested is available.

Previous Council Action Summary:

No previous Council Action taken.

Fiscal Impact:

No financial impact

Recommendation:

The Director of Parks, Recreation and Facilities, Karl Miller, believes this is a fair and equitable agreement that will be beneficial to both parties and recommends that the Bellaire City Council approves the proposed parking agreement between the City of Bellaire and the Bellaire United Methodist Church and authorize the Mayor of the City of Bellaire the authority to sign the agreement.

ATTACHMENTS:

- Proposed agreement with BUMC parking 082614 (PDF)

AGREEMENT FOR SHARED PARKING

This Agreement for Shared Parking ("Agreement") is made and entered into by and between the **CITY OF BELLAIRE, TEXAS**, a municipality located in Harris County, Texas ("City") and the **BELLAIRE UNITED METHODIST CHURCH**, a Texas non-profit corporation ("BUMC"). The City and the BUMC agree as follows:

I. PURPOSE

The purpose of this Agreement is to provide for shared public parking in the Evelyn's Park area, near Newcastle and Bellaire Blvd. In general, and subject to agreed-upon hours and limitations, each party will allow members of the public to park motor vehicles on its designated parking lots.

II. TERM

This Agreement shall take effect immediately and remain in effect until one party terminates by giving notice to the other party at least one month prior to the date set for termination.

III. PARKING

A. Parking Generally.

(1) During the term of this Agreement, the City shall allow the public (including those employed at or attending the BUMC) to use the parking lots at Evelyn's Park for overflow parking associated with the BUMC's events, during scheduled events, as set out hereinbelow.

(2) During the term of this Agreement, the BUMC shall allow the public (including those employed at or attending Evelyn's Park) to use the BUMC's Scout House parking lot, at the southwest corner of Bellaire Boulevard and Newcastle Street, for overflow parking associated with events at Evelyn's Park, during scheduled events, as set out hereinbelow.

B. Scheduling. Each Party agrees to schedule events with the other party at least thirty (30) days in advance of any event. Each party will have priority rights to their respective parking lots.

C. Use. All use by the public, as provided above, shall be on an "open" basis, with no spaces being reserved or restricted, except for: (i) marked handicapped spaces, (ii) marked spaces for short-time parking only (e.g., "30-minute parking"), and (iii) marked spaces for senior staff, public safety and similar personnel.

D. This Agreement contemplates ordinary, temporary parking for light passenger vehicles only. It does not authorize commercial use, oversize parking, storage, repair, sales or other such uses. This Agreement does not create any easements or property rights.

IV. ADDITIONAL CONSIDERATION

As additional consideration for the use of the BUMC parking lot, the BUMC shall be allowed to use Evelyn's Park's event space and/or park facilities for special events up to eight

times in a 12-month period without charge, provided that the date and time is available and proper notification has been given to the Evelyn's Park Conservancy.

V. LIAISON, COOPERATION

A. Liaison. Each party shall designate in writing a person to act as its Liaison under this Agreement. Such person shall have authority to transmit notices, receive information and interpret that party's policies and decisions. Such authority shall not extend to changing this Agreement or any other item approved by a governing body. Each party will make its Liaison available to meet and confer about matters relating to this Agreement, at reasonable times and places. Initially, the City's Liaison shall be the Evelyn's Park Conservancy President and the BUMC's Liaison shall be BUMC's Business Manager.

Initial Contact information for the Liaisons is as follows:

For the City Liaison:

The Evelyn's Park Conservancy
P. O. Box 459
Houston, Texas 77402

For the BUMC Liaison:

The Bellaire United Methodist Church
4417 Bellaire Blvd.
Bellaire, Texas 77401

B. Special or Unscheduled Events. If the BUMC or the City considers sponsoring or providing a festival or similar event, or any mass gathering beyond the scope of either parties' regularly scheduled mass gatherings, or in the event of an unscheduled event such as a funeral, the parties agree to: (i) notify the respective Liaisons at the earliest practicable time, (ii) meet and confer with officials from each respective party as may be reasonably requested, and (iii) work together to accommodate such requests as reasonably practicable.

C. Information and Planning Data. Each party shall provide information available which might assist the other party in providing or planning public parking or special church related parking.

VI. BASIC LIABILITY COVERAGE

Each party shall maintain in effect liability coverage for its lots while they are subject to this Agreement. Coverage may be provided by commercial insurance or by multi-party risk pool. The coverage must be at least \$1,000,000 per occurrence (for property damage, bodily injury or death). Each party hereby indemnifies the other party for any liability related to the use of the other party's parking lots.

VII. MISCELLANEOUS PROVISIONS

A. Entire Agreement. This Agreement contains all the agreements of the parties relating to the subject matter, and there are no binding agreements, whether written or oral, among the parties relating to the subject matter, except as stated in this Agreement.

B. Waiver; Breaches. No waiver or waivers of any breach (or any series of breaches) by any party hereto of any term, covenant, condition, or liability hereunder, or the performance by any party of any duty or obligation hereunder, shall be deemed or construed to be a waiver of subsequent breaches of any kind, under any circumstances. As used in this Agreement, "breach" includes default and all other circumstances in which a party does not perform as required by this Agreement.

C. Notices and Addresses. (a) Unless otherwise provided in this Agreement, any notice, communication, request, reply, or advice (in this Agreement, severally and collectively called "notice") herein provided or permitted to be given, made or accepted by any party to any other party must be in writing and may be given: (i) by depositing the same in the United States mail, postpaid as registered or certified mail with return receipt requested, addressed to the party to be notified at the address required by this Agreement, or (ii) by physically delivering the same to the chief administrative officer or Liaison of such party. Notice deposited in the mail in the manner described shall be presumed to be received on and the third business day following the day it is so deposited. This presumption is rebuttable.

(b) For the purpose of notice, addresses of the parties shall, until changed as hereinafter provided, be as set forth below. The parties shall have the right from time to time and at any time to change their respective addresses, and each shall have the right to specify as its address any other address by giving at least fifteen days' written notice of the changed address to each other party.

Notice Address for the City:

The City of Bellaire, Texas
7008 South Rice Avenue
Bellaire, Texas 77401
Attention: City Manager

With Copy to:

The Evelyn's Park Conservancy
P. O. Box 459
Houston, Texas 77402
Attention: President

Notice Address for BUMC:

Bellaire United Methodist Church
4417 Bellaire Blvd.
Bellaire, Texas 77401
Attention: Business Manager

D. No Partnership. This Agreement shall never be construed to create any partnership or joint venture or to impose any partnership or venture duties upon any of the parties. Each party specifically reserves the right to perform its duties and services by techniques, means and methods of its own choosing, and to cause them to be provided, either alone or in conjunction with other persons or entities.

E. Severability. The provisions of this Agreement are severable, and if any provision or part of this Agreement or the application thereof to any person or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement to other persons or circumstances shall not be affected thereby.

F. Review. The parties agree to review this agreement one year after Evelyn's Park has begun its operations as a City park.

G. Governing Law; Venue. This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties hereunder shall be performable in Harris County, Texas. Venue shall lie in the appropriate state court in and for Harris County, Texas.

SIGNATURE PAGES FOLLOW

Executed this the 18th day of AUGUST, 2014

BELLAIRE UNITED METHODIST CHURCH, a Texas non-profit corporation

CITY OF BELLAIRE, TEXAS

By: [Signature]
Name: _____ Title: _____

By: _____
Name: _____ Title: _____

ATTEST/SEAL: _____
Name: _____ Title: _____

ATTEST/SEAL: _____
Name: _____ Title: _____

EVELYN'S PARK CONSERVANCY agrees to abide by the terms of this Agreement.

EVELYN'S PARK CONSERVANCY, a
Texas non-profit corporation

By: [Signature] Administrative Assistant
Name: _____ Title: _____
Notary Public

REBECCA M. FLORES
ATTEST/SEAL: NOTARY PUBLIC
Name: _____ Title: _____



Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Finance Administration
Category: Truth-In-Taxation
Department Head: Linda Symank
DOC ID: 1145

SCHEDULED**ACTION ITEM (ID # 1145)****Item Title:**

Presentation, consideration, and possible action on the submittal of the "Certified 2014 Tax Roll and the 2014 Property Tax Rates in the City of Bellaire, Texas."

Background/Summary:

In accordance with Section 26.04 of the Texas Property Tax Code, the following items are presented for Council consideration.

Appraised Value	\$4,916,577,454
Total Exemptions	1,182,773,967
Total Taxable Value	3,733,803,487
Total Taxable Value of New Property	71,836,397
Total Taxable Value of Annexed Property	755,795
(Annexation value may include property added to your jurisdiction as the result of boundary adjustments in the GIS system and/or jurisdiction code corrections.)	
Total Uncertified	\$289,060,075
Calculated Effective Tax Rate	\$0.3658/\$100
Calculated Rollback Tax Rate	\$0.3936/\$100

Previous Council Action Summary:**Fiscal Impact:****Recommendation:**

Review and acceptance of the submitted 2014 Tax Roll and the calculated Effective Tax Rate and Rollback Tax Rate.

ATTACHMENTS:

- 01 Effective and Rollback WS (PDF)
- 01 Certification Assessors Letter (PDF)
- 01 Agenda Item Comparison (XLSX)

2014 Effective Tax Rate Worksheet City of Bellaire

Date: 08/26/2014 11:08 A

1. 2013 total taxable value. Enter the amount of 2013 taxable value on the 2013 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14).	\$3,592,702,0
2. 2013 tax ceilings. Counties, cities and junior college districts. Enter 2013 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2013 or a prior year for homeowners age 65 or older or disabled, use this step.	
3. Preliminary 2013 adjusted taxable value. Subtract Line 2 from Line 1.	\$3,592,702,0
4. 2013 total adopted tax rate.	\$0.3999/\$
5. 2013 taxable value lost because court appeals of ARB decisions reduced 2013 appraised value.	
A. Original 2013 ARB Values.	\$80,239,0
B. 2013 values resulting from final court decisions.	\$74,206,0
C. 2013 value loss. Subtract B from A.	\$6,032,0
6. 2013 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	\$3,598,735,0
7. 2013 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2013. Enter the 2013 value of property in deannexed territory.	
8. 2013 taxable value lost because property first qualified for an exemption in 2014. Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or goods-in-transit exemptions.	
A. Absolute exemptions. Use 2013 market value:	
B. Partial exemptions. 2014 exemption amount or 2014 percentage exemption times 2013 value:	\$7,933,0
C. Value loss. Add A and B.	\$7,933,0
9. 2013 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2014. Use only properties that qualified in 2014 for the first time; do not use properties that qualified in 2013.	
A. 2013 market value:	
B. 2014 productivity or special appraised value:	
C. Value loss. Subtract B from A.	
10. Total adjustments for lost value. Add lines 7, 8C and 9C.	\$7,933,0

Attachment: 01 Effective and Rollback WS (1145 : 2014 Tax Roll and Effective and Rollback Tax Rates)

11. 2013 adjusted taxable value. Subtract Line 10 from Line 6.	\$3,590,801,804
12. Adjusted 2013 taxes. Multiply Line 4 by line 11 and divide by \$100.	\$14,359,0
13. Taxes refunded for years preceding tax year 2013. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2013. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2013. This line applies only to tax years preceding tax year 2013.	\$91,
14. Taxes in tax increment financing (TIF) for tax year 2013. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2014 captured appraised value in Line 16D, enter 0.	
15. Adjusted 2013 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14.	\$14,450,
16. Total 2014 taxable value on the 2014 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled. A. Certified values: B. Counties: Include railroad rolling stock values certified by the Comptroller's office: C. Pollution control exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control property: D. Tax increment financing: Deduct the 2014 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2014 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below. E. Total 2014 value. Add A and B, then subtract C and D.	\$3,733,803,
17. Total value of properties under protest or not included on certified appraisal roll. A. 2014 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value. B. 2014 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value. C. Total value under protest or not certified: Add A and B.	\$238,934, \$50,125, \$289,060,
18. 2014 tax ceilings. Counties, cities and junior colleges enter 2014 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision	

in 2013 or a prior year for homeowners age 65 or older or disabled, use this step.	
19. 2014 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	\$4,022,863,.
20. Total 2014 taxable value of properties in territory annexed after Jan. 1, 2013. Include both real and personal property. Enter the 2014 value of property in territory annexed.	\$755,.
21. Total 2014 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2013. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2013, and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2014.	\$71,836,.
22. Total adjustments to the 2014 taxable value. Add Lines 20 and 21.	\$72,592,.
23. 2014 adjusted taxable value. Subtract Line 22 from Line 19.	\$3,950,271,.
24. 2014 effective tax rate. Divide Line 15 by Line 23 and multiply by \$100.	\$0.3658/\$
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2014 county effective tax rate.	

A county, city or hospital district that adopted the additional sales tax in November 2013 or in May 2014 must adjust its effective tax rate. The Additional Sales Tax Rate Worksheet sets out this adjustment. Do not forget to complete the Additional Sales Tax Rate Worksheet if the taxing unit adopted the additional sales tax on these dates.

2014 Rollback Tax Rate Worksheet City of Bellaire

Date: 08/26/20

26. 2013 maintenance and operations (M&O) tax rate.	\$0.2563/\$
27. 2013 adjusted taxable value. Enter the amount from Line 11.	\$3,590,801,
28. 2013 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$9,203,
B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2013. Enter amount from full year's sales tax revenue spent for M&O in 2013 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	
C. Counties: Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.	
D. Transferring function: If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.	
E. Taxes refunded for years preceding tax year 2013: Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2013. This line applies only to tax years preceding tax year 2013.	\$58,
F. Enhanced indigent health care expenditures: Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	
G. Taxes in TIF: Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2014 captured appraised value in Line 16D, enter 0.	
H. Adjusted M&O Taxes. Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	\$9,261,
29. 2014 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	\$3,950,271,
30. 2014 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by \$100.	\$0.2345/\$
31. 2014 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	\$0.2532/\$
32. Total 2014 debt to be paid with property taxes and additional sales tax revenue. "Debt" means the interest and principal that will be paid on debts that:	

Attachment: 01 Effective and Rollback WS (1145 : 2014 Tax Roll and Effective and Rollback Tax Rates)

<p>(1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.</p> <p>B. Subtract unencumbered fund amount used to reduce total debt.</p> <p>C. Subtract amount paid from other resources.</p> <p>D. Adjusted debt. Subtract B and C from A.</p>	<p>\$6,588,4</p> <p>\$963,1</p> <p>\$5,625,4</p>
33. Certified 2013 excess debt collections. Enter the amount certified by the collector.	
34. Adjusted 2014 debt. Subtract Line 33 from Line 32D.	\$5,625,4
35. Certified 2014 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	99.5
36. 2014 debt adjusted for collections. Divide Line 34 by Line 35	\$5,649,1
37. 2014 total taxable value. Enter the amount on Line 19.	\$4,022,863,1
38. 2014 debt tax rate. Divide Line 36 by Line 37 and multiply by \$100.	\$0.1404/\$
39. 2014 rollback tax rate. Add Lines 31 and 38.	\$0.3936/\$
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2014 county rollback tax rate.	

A taxing unit that adopted the additional sales tax must complete the lines for the Additional Sales Tax Rate. A taxing unit seeking additional rollback protection for pollution control expenses completes the Additional Rollback Protection for Pollution Control.

**HARRIS COUNTY APPRAISAL DISTRICT
HOUSTON, TEXAS**

**THE STATE OF TEXAS, }
COUNTY OF HARRIS. }**

**2014
CERTIFICATION OF APPRAISAL ROLL AND
LISTING OF PROPERTIES UNDER SECS. 26.01(c) AND (d)
FOR
City of Bellaire**

Pursuant to Section 26.01(a), Texas Tax Code, I hereby certify the 2014 appraisal roll of properties taxable by City of Bellaire. The roll is delivered in printed and electronic forms.

The total appraised value now on the appraisal roll for this unit is: \$4,916,577,454

The taxable value now on the appraisal roll for this unit is: \$3,733,803,487

As required by Section 26.01(c), Texas Tax Code, I have included with your roll a listing of those properties which are taxable by the unit but which are under protest and are therefore not included in the appraisal roll values approved by the appraisal review board and certified above. My estimate of the total taxable value which will be assigned to properties if the owners' claims are upheld by the appraisal review board is: \$238,934,373

Pursuant to Section 26.01(d), Texas Tax code, the estimated value of taxable property not under protest and not yet included on the certified appraisal roll, after hearing loss, is \$50,125,702

Signed this 29th day of August, 2014



Sands L. Stiefer, RPA
Chief Appraiser

ASSESSOR'S ACKNOWLEDGEMENT

As tax assessor/collector of the above-named taxing unit, I hereby acknowledge receipt of the certified 2014 appraisal roll on this the _____ day of _____, 2014

Attachment: 01 Certification Assessors Letter (1145 : 2014 Tax Roll and Effective and Rollback Tax Rates)

City of Bellaire
Comparative Information from Certified Tax Rolls *
Tax Year 2014 vs. 2013

Description	Tax Year 2014	Tax Year 2013
Total Appraised Value	\$ 4,916,577,454	\$ 4,183,872,765
Total Exemptions	<u>(1,182,773,967)</u>	<u>(994,497,729)</u>
Total Taxable Value on Certified Roll (1)	3,733,803,487	3,189,375,036
Total Taxable Value Under Protest or Not Certified (2)	<u>289,060,075</u>	<u>375,822,039</u>
Total Taxable Value (including estimates)	<u>\$ 4,022,863,562</u>	<u>\$ 3,565,197,075</u>
(1) Includes the following values:		
Total Taxable Value of New Property	\$ 71,836,397	\$ 62,275,027
Total Taxable Value of Annexed Property	755,795	1,454,551
	\$ 72,592,192	\$ 63,729,578
(2) Includes the following <u>estimated</u> values:		
Taxable Value of Properties Under Protest	\$ 238,934,373	\$ 305,352,695
Taxable Value of Properties Not Certified	50,125,702	70,469,344
Number of Residential Units - Single Family (3)	6,176	6,177
Average Appraised Value per Residential Unit (3)	\$ 692,288	\$ 618,030
Average Taxable Value per Residential Unit (3)	\$ 542,318	\$ 480,733
(3) Includes certified <u>and</u> uncertified numbers		
Effective Tax Rate (per \$100)	\$ 0.3658	\$ 0.3835
Rollback Rate (per \$100)	\$ 0.3936	\$ 0.4061
Maximum Tax Rate before Notices & Public Hearings	\$ 0.3658	\$ 0.3835

* Certified Rolls provided by Harris County Appraisal District (HCAD)

<u>% Change Current vs. Prior</u>

17.51%
18.93%
17.07%
-23.09%
12.84%

15.35%
-48.04%
13.91%

-21.75%
-28.87%

-0.02%

12.02%
12.81%

-4.62%

-3.08%

-4.62%

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Finance Administration
Category: Truth-In-Taxation
Department Head: Linda Symank
DOC ID: 1328 A

SCHEDULED**ACTION ITEM (ID # 1328)****Item Title:**

Consideration and possible action regarding the taking of a record vote to increase the tax revenue for the City of Bellaire, Texas, for the 2014 tax year by proposing a tax rate of \$0.3936 per \$100 valuation and authorizing the Chief Financial Officer and the City Clerk to publish a "Notice of Public Hearings on Tax Increase." The recommended dates for said public hearings are Monday, September 22, 2014, and Monday, October 6, 2014, both public hearings of which will be held at 6:00 p.m. in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Background/Summary:

The Texas Constitution sets out the general requirements for truth-in-taxation. The laws require a number of public notices to inform taxpayers about local property taxes. When a proposed rate exceeds the rollback rate or the effective rate, whichever is lower, the taxing unit's governing body must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item. This vote must be recorded and the proposal must specify the desired rate. If the motion passes, the taxing unit must schedule two public hearings on the proposal.

For tax year 2014 (FY2015), the effective tax rate is \$0.3658, the rollback tax rate is \$0.3936 and the proposed tax rate is \$0.3936 per \$100 valuation. The proposed rate reduces the current rate of \$0.3999 per \$100 valuation to the rollback rate, the maximum rate allowed without being subject to a rollback election. The proposed tax rate exceeds the lower effective rate by \$0.0278 or 7.6%. Since the proposed rate does exceed the lower effective rate, the City Council must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item and in so doing, must specify the rate. If the motion passes, the City Council must schedule two public hearings on the proposal. The second public hearing may not be earlier than 3 days after the first public hearing. The meeting to adopt the tax rate must occur 3 - 14 days after the second public hearing.

The recommended dates for said public hearings are Monday, September 22, 2014, 6:00 p.m. in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas, and Monday, October 6, 2014, at 6:00 p.m. in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas. In accordance with the planning calendar, which is based on the truth-in-taxation requirements, the meeting to adopt the tax rate would be on Monday, October 20, 2014.

Previous Council Action Summary:**Fiscal Impact:**

Recommendation:

Council take action as required

ATTACHMENTS:

- 02 Notice of Public Hearing (PDF)
- 02 Planning Calendar 2004 (PDF)

Notice of Public Hearing on Tax Increase

The City of Bellaire will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 7.60 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 22, 2014 at 6:00 pm at City of Bellaire, City Hall council Chambers, 7008 S Rice Avenue, Bellaire, Texas 77401.

The second public hearing will be held on October 6, 2014 at 6:00 pm at City of Bellaire, City Hall council Chambers, 7008 S Rice Avenue, Bellaire, Texas 77401.

The members of the governing body voted on the proposal to consider the tax increase as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

The average taxable value of a residence homestead in City of Bellaire last year was \$534,810. Based on last year's tax rate of \$0.3999 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$2,138.71.

The average taxable value of a residence homestead in City of Bellaire this year is \$588,131. If the governing body adopts the effective tax rate for this year of \$0.3658 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$2,151.38.

If the governing body adopts the proposed tax rate of \$0.3936 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$2,314.8

Members of the public are encouraged to attend the hearings and express their views.

Attachment: 02 Notice of Public Hearing (1328 : Record Vote to Place on Future Agenda Approval of Tax Rate)

2014 Planning Calendar

City of Bellaire

Date: 08/26/2014 11:08 /

Date	Activity
April-May	Mailing of notices of appraised value by chief appraiser.
April 30	The chief appraiser prepares and certifies to the tax assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
May 15	Deadline for submitting appraisal records to ARB.
July 20* (Aug. 30)	Deadline for ARB to approve appraisal records.
July 25	Deadline for chief appraiser to certify rolls to taxing units.
August 13, 2014	Certification of anticipated collection rate by collector.
August 22, 2014	Calculation of effective and rollback tax rates.
September 9, 2014	Publication of effective and rollback tax rates, statement and schedules; submission to governing body. <i>(Publication is not required by municipalities following SB1510 requirements. **)</i>
September 4, 2014	72-hour notice for meeting (<i>Open Meetings Notice</i>).
September 8, 2014	Meeting of governing body to discuss tax rate; if proposed rate tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing.
September 9, 2014	Notice of Public Hearing on Tax Increase is the first quarter-page notice in newspaper and on TV and website, if available, published at least seven days before public hearing. <i>(Not required by municipalities following SB1510 requirements. **)</i>
N/A	<i>Municipalities following SB1510 requirements must publish their Notice of Property Tax Rates by September 1. **</i>
September 18, 2014	72-hour notice for public hearing (<i>Open Meetings Notice</i>)
September 22, 2014	Public hearing.
October 2, 2014	72-hour notice for second public hearing (<i>Open Meetings Notice</i>)
October 6, 2014	Second public hearing (may not be earlier than 3 days after first public hearing); schedule and announce meeting to adopt tax rate 3-14 days from this date.
October 7, 2014	Notice of Tax Revenue Increase published before meeting*** to adopt tax rate is the second quarter-page notice in newspaper before meeting and published on TV and website (if available, at least seven days before meeting). <i>(Not required by municipalities following SB1510 requirements. **)</i>
October 16, 2014	72-hour notice for meeting at which governing body will adopt tax rate (<i>Open Meetings Notice</i>)
October 20, 2014	Meeting to adopt tax rate. Meeting is 3 to 14 days after second public hearing. Taxing unit must adopt tax rate by Sept. 30 or 60 days after receiving certified appraisal roll, whichever is later.

*Tax Code Section 81.06 directs that if a date falls on a weekend, the deadline is extended to the following regular business day

**Advice of taxing unit legal counsel should be sought to determine how to fulfill the requirements of SB1510.

***Advice of taxing unit legal counsel should be sought to determine which approach to take in notifying the public of the meeting at which the governing body will vote on tax rate.

Attachment: 02 Planning Calendar 2004 (1328 : Record Vote to Place on Future Agenda Approval of Tax Rate)

Mayor and Council7008 S. Rice Avenue
Bellaire, TX 77401Meeting: 09/08/14 07:00 PM
Department: City Manager
Category: Ordinance
Department Head: Diane K White
DOC ID: 1337**SCHEDULED
ACTION ITEM (ID # 1337)****Item Title:**

Consideration of and possible action regarding the taking of a record vote by members of the City Council of the City of Bellaire, Texas, to approve an ordinance adopting a budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and appropriating the several sums set up therein to the objects and purposes therein named.

Background/Summary:

A public hearing on the budget was held on August 18, 2014 and all interested parties were given the opportunity to express their views and opinions. Public Hearing notices for the budget were published in the *Southwest News* on Tuesday, July 29, 2014 and Tuesday, August 5, 2014. The FY2015 proposed budget was also published on the City's website on Thursday July 17, 2014, cataloged at the Bellaire City Library and available for the public at City Hall. A record vote of each member of the governing body by name is required to adopt the FY2015 Budget.

The FY2015 Proposed budget has been revised to reflect the information provided to the City with the 2014 certified roll and the calculations of the effective and rollback rate. The FY2015 budget has been changed to recommend the calculated rollback rate of \$0.3936 from the current (FY2015 proposed) rate of \$0.3999.

The impact to the FY2015 Proposed budget is reflected in the General Fund on pages 1 and 4 of your budget book as attached. The general fund tax rate allocation has been reduced from \$0.2589 to \$0.2532 to reflect a change of \$0.0057 or \$188,360 in property tax revenue that is estimated to be received by the general fund for FY2015. In addition, the debt service rate allocation has been changed as well from \$0.1410 to \$0.1404. The FY2015 Debt proposed budget is not impacted although the tax rate is changed to reflect the TNT calculated debt rate based on the Appraisal districts certified value and collection rate of 99.57% required to be used in the TNT calculation of our debt rate. Historically the City has budgeted a 99% collection rate.

The following numbers have changed in the General Fund:

Description	Submitted	Revised	Change
Property Tax Revenue	\$10,330,452	\$10,142,092	(\$188,360)
Total Revenues	\$17,466,775	\$17,278,415	(\$188,360)
Total Available Resources	\$21,436,754	\$21,248,394	(\$188,360)
Revenue/Expenditures*	\$654,938	\$466,578	(\$188,360)
Total Ending Fund Balance	\$4,624,917	\$4,436,557	(\$188,360)

*After contingency & budget enhancements

No other budget revisions are being made at this time. The City will continue to be structurally balanced for FY2015. We have made a conscious decision to not change the

FY2014 projections or the FY2015 beginning balance until the City has closed out its books for FY2014.

We are confident that we will be able to make up the \$188,360. Previously during the monthly financial reports we have projected a higher ending fund balance for FY2014 than was projected originally. Although this won't impact current revenues over current expenditures for FY2015 it will impact the beginning and ending balances for FY2015 and the Five Year Fiscal Forecast which will be updated and presented in April of 2015.

We are planning on bringing a budget amendment to City Council in November that will reflect this information.

In addition, the City Manager has developed a Revenue Team that will be focused on City Wide analysis of all revenues charged and collected. These results will be incorporated into the FY2016 budget process as well as reflected in the updated Five Year Fiscal Forecast.

Previous Council Action Summary:

July 21, 2014 - City Council accepted the presentation of the Proposed FY2015 Budget.

August 18, 2014 - City Council conducted a public hearing on the attached Proposed FY2015 Budget.

Fiscal Impact:

N/A

Recommendation:

To adopt the Proposed FY2015 Budget as submitted.

ATTACHMENTS:

- FY2015 Budget Adoption Ordinance (DOC)
- FY2015 Proposed Budget (PDF)

ORDINANCE NO. 14-

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF BELLAIRE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015, AND APPROPRIATING THE SEVERAL SUMS SET UP THEREIN TO THE OBJECTS AND PURPOSES THEREIN NAMED.

WHEREAS, the budget, appended hereto as "Appendix A," for the fiscal year beginning October 1, 2014, and ending September 30, 2015, was duly presented to the City Council of the City of Bellaire, Texas, by the City Manager, containing estimates of resources and revenues for the year from all of the various sources, and the projects, operations, activities, and purchases proposed to be undertaken during the year, together with the estimated costs thereof, and estimated amounts of all other proposed expenditures; and

WHEREAS, a Public Hearing on the budget was duly called by the City Council of the City of Bellaire, Texas, not less than 15 days after the date of such filing with the City Clerk, and notice of said hearing was caused to be given by the City Council and said notice was published in the *Southwest News* on Tuesday, July 29, 2014, and Tuesday August 5, 2014 and duly held on Monday, August 18th, 2014, according to said notice; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF BELLAIRE, TEXAS:**

1. That the budget of the City of Bellaire, Texas, for the fiscal year beginning October 1, 2014, and ending September 30, 2015 appended hereto as "Appendix A," was duly prepared, filed with the City Clerk more than 30

days prior to the tax levy of the City of Bellaire, Texas, and there available for inspection by any taxpayer.

2. That a Public Hearing on the budget was duly called by the City Council of the City of Bellaire, Texas, not less than 15 days after the date of such filing with the City Clerk, and prior to the time the City Council of the City of Bellaire, Texas, levied taxes for such current fiscal year (2015) and notice of said hearing was caused to be given by the City Council and said notice was published in the *Southwest News* on Tuesday, July 29, 2014, and Tuesday August 5, 2014 and duly held on Monday, August 18th, 2014, according to said notice and as required by law.

3. That all parties desiring to participate and be heard at said Public Hearing having been heard until no more evidence was offered, and such hearing having been concluded.

4. That the budget of the City of Bellaire, Texas, appended hereto as "Appendix A," for the fiscal year beginning October 1, 2014, and ending September 30, 2015, be, and the same is hereby, in all respects, finally approved and adopted and is hereby filed with the City Clerk of the City of Bellaire, Texas.

5. That the several amounts specified for the several purposes named in said budget be, and they are hereby, appropriated to and for such purposes.

6. That the City Clerk of the City of Bellaire, Texas, shall file copies of this Ordinance and budget, appended hereto as "Appendix A," with the County Clerk of Harris County, Texas.

PASSED and **APPROVED** by a _____ vote of the City Council of
the City of Bellaire, Texas, this, the 8th day of September, 2014.

Philip L. Nauert, Mayor

ATTEST:

Tracy L. Dutton, City Clerk

Attachment: FY2015 Budget Adoption Ordinance (1337 : FY2015 Budget Adoption with Record Vote)

CITY OF BELLAIRE

Proposed Budget
for the fiscal year ending
SEPTEMBER 30, 2015 (FY2015)



Philip L. Nauert, MAYOR

City Council

Amanda B. Nathan, Mayor Pro Tem
Roman F. Reed
James P. Avioli, Sr.
Gus E. Pappas
Pat McLaughlan
Andrew S. Friedberg

Paul A. Hofmann
City Manager

Diane K. White
Assistant City Manager

Linda Symank
Chief Financial Officer



TO: Honorable Mayor and Members of the City Council

FROM: Paul A. Hofmann, City Manager

DATE: July 21, 2014

SUBJECT: FY 15 Budget Transmittal

It is my pleasure to present the FY 15 Budget at your July 21, 2014 City Council meeting.

The preparation and presentation of the annual budget is a significant responsibility of your City Manager. The budget should not simply be an annual spending plan. The budget represents my input to you, and your ultimate feedback to me, on how the full picture of the community's resources should be allocated. When the process works well, the City Council should have every confidence that adoption of the annual budget means that we are operating in concert with City Council policies, plans, and priorities. This is why we began this resource allocation dialogue three months ago. At your April 21 meeting, we discussed how the annual budget fits into an ongoing and long-term strategic planning process. Two weeks ago, we updated our fiscal forecasts, and confirmed that we were in alignment on our forecast assumptions.

The proposed FY 15 budget is clear indication that we have been paying attention, and that we take our stewardship role seriously. The FY 15 proposed General Fund budget represents a 2.8 percent increase over the budget approved for FY 14, no change to the nominal tax rate, while providing the resources to improve:

- Neighborhood traffic safety
- Maintenance of parks, facilities, and grounds
- Responsiveness to citizen requests
- Management of the budget and performance reporting
- Economic Development Coordination

As a complete resource allocation guide, the proposed budget reflects my plan for departmental restructuring. These changes do not add to the City's personnel budget. We will enhance our focus on improving the appearance of public property by combining the current Facilities Management and Parks and Recreation Departments into one Department of Parks, Recreation, and Facilities. We will improve our ability to coordinate economic development efforts, report on our performance, and respond to citizen requests by making changes in the City Manager's Office. We will also improve our ability to efficiently respond to building inspection demands by increasing the use of contracted building inspection.

The budget message will include an overview of management projects proposed for FY 15. Management Projects reflect initiatives that go beyond the normal routine of service delivery, and warrant special attention. Council feedback is requested as to whether the project list is complete. Early in the fiscal year, we will provide more information on the scopes, schedules, tasks, and teams assigned to each project. Our quarterly budget and performance reports will include an update on progress on each project. The proposed FY 15 Management Projects are:

- Implement compensation study and improve employee evaluation system
- Implement network and data management improvements
- Update the Comprehensive Plan
- Implement public safety outreach
- Conduct revenue analysis
- Develop a vehicle and equipment management and maintenance plan
- Participate in infrastructure and development plan for the UVT district
- Improve safety and risk management
- Develop financial management policies
- Evaluate the right of way maintenance ordinance

We are always thinking in the long-term. Future budgets will reflect our ongoing commitment to strategic planning. Future budget presentations will benefit from a more complete capital plan, more thoughtful departmental service plans, an updated review of City Council priorities and the comprehensive plan, and improved performance reporting.

I look forward to your discussion and questions. Your questions will receive a written response provided to the entire Council, and will be specifically addressed at subsequent budget workshops.

The Department Directors have responded to their new City Manager's approach to putting a budget together extremely well. "We'll get better as we go" is a phrase they often hear me say. I get the impression they believe it, and I appreciate that very much.

The ability to have confidence in a Chief Financial Officer should not be taken for granted. Linda Symank is professional, detailed, thoughtful, and willing to offer the benefit of her wisdom and experience.

I try to take full advantage of Diane White's experience and abilities as Assistant City Manager. The proposed budget represents a change of responsibilities for Diane, as she will be responsible for taking on the duty of supervising four department directors. She will continue to be responsible for putting the budget together. Diane is really good at what she does, is honest and trustworthy, and we make a good team.

You are a hard-working, thoughtful, and respectful City Council. Thank you for the feedback, direction, and support you have provided. I look forward to working through this process with you.

CITY OF BELLAIRE, TEXAS

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CITY OF BELLAIRE FY2015 PROPOSED GOVERNMENTAL FUND SUMMARY BUDGET									CITY OF BELLAIRE FY2015 PROPOSED ENTERPRISE FUND SUMMARY BUDGET			
	General Fund	Special Revenue	Debt Service	METRO	General CIP	ROW & RBB CIP	G.O. Bonds	GF TOTALS	Enterprise Fund	Ent CIP	Enterprise VET	EF TOTALS
Beginning Fund Balance	3,969,979	269,290	525,824	471,331	445,000	2,102,200	17,390,442	25,174,065	3,260,270	0	125,000	3,385,270
Revenues and Transfers In	17,278,415	142,950	6,588,448	1,050,000	0	0	0	25,059,813	7,471,500	0	0	7,471,500
Total Resources	21,248,394	412,240	7,114,272	1,521,331	445,000	2,102,200	17,390,442	50,233,878	10,731,770	0	125,000	10,856,770
Expenditures	16,811,837	115,044	6,588,448	1,521,331	445,000	0	15,830,442	41,312,102	6,919,780	0	0	6,919,780
Transfers out		0	0	0	0	0	0	0	1,785,000	0	125,000	1,910,000
Totals	16,811,837	115,044	6,588,448	1,521,331	445,000	0	15,830,442	41,312,102	8,704,780	0	125,000	8,829,780
Total Ending Balances	4,436,557	297,196	525,824	0	0	2,102,200	1,560,000	8,921,776	2,026,990	0	0	2,026,990

Revised on Sept 8, 2014 to reflect rollback rate recommendation

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Debt Service Fund			
	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Beginning Fund Balance	504,450	482,255	525,824
REVENUES			
Current Property Taxes	5,047,781	5,120,420	5,625,448
Delinquent Taxes	15,000	5,000	10,000
Interest on Investments	3,000	2,625	3,000
Total Revenues	5,065,781	5,128,045	5,638,448
Transfer in - Utility Fund	950,000	950,000	950,000
Other Sources			
Total Transfer in	950,000	950,000	950,000
Current Year - Available Resources	6,015,781	6,078,045	6,588,448
Total Available Resources	6,520,231	6,560,300	7,114,272
EXPENDITURES			
Principle & Interest	6,026,076	6,026,076	6,576,748
Fiscal Agent Fees	5,400	5,400	6,500
Issuance Costs			
Bond Refunding Expense			
Other- Arbitrage, Refunding Expenses	6,500	3,000	5,200
Total Expenditures	6,037,976	6,034,476	6,588,448
Total - Current Available Resources over/(under) Current Expenditures	(22,195)	43,569	0
Ending Fund Balance	482,255	525,824	525,824

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

FY2015 CITY OF BELLAIRE RESTRICTED SPECIAL REVENUE

	Fire Special Revenue				Police Special Revenue				Library Special Revenue				PARD Special Revenue			Other Special Revenue				
	Total	Grants	Contri	LEOSE	Contri	LEOSE	Seized 59	Assets	Grants	Contri	Memorials	Library	Contri	Patrons	ROW	MC Bldg Security	MC Tech	1% PEG Fee	Nature Discovery	Art Board
Projected Beginning Balance 10/01/14	269,290	(0)	1,392	672	2,527	788	20,127	-	-	-	485	-	618	-	-	17,896	104,663	120,122	-	103
FY14/15 Projected Revenues																				
Franchise Tax - 1% PEG Fee	58,000																	58,000		
Court Technology	25,000																25,000			
Court Security	18,000															18,000				
Fire - Contribution	-																			
Fire - LEOSE	450			450																
Police Contribution	3,000				3,000															
Police - LEOSE	2,800					2,800														
Seized Property Article 59	5,000						5,000													
ROW - Resolution 11-10	-																			
Library - Contribution	500								500											
Library - Memorials	200									200										
Friends of Bellaire Library	10,000										10,000									
Nature Discovery Center	20,000																		20,000	
Cultural Art Board																				
Total Projected Revenues	142,950	-	-	450	3,000	2,800	5,000	-	-	500	200	10,000	-	-	-	18,000	25,000	58,000	20,000	-
FY14/15 Projected Expenditures																				
Finance Department	64,894															15,704	49,190			
Fire Department	1,450		328	1,122																
Police Department	18,000					3,000	15,000													
PARD Department	-																			
Library Department	10,700								500	200	10,000									
Nondepartmental	20,000																		20,000	
Total Projected Expenditures	115,044	-	328	1,122	-	3,000	15,000	-	-	500	200	10,000	-	-	-	15,704	49,190	-	20,000	-
Projected Ending Reserve 9/30/14	297,196	(0)	1,064	-	5,527	588	10,127	-	-	-	485	-	618	-	-	20,192	80,473	178,122	-	103

GENERAL FUND SUMMARY				
	FY2013	FY2014	FY2014	FY2015
	Actuals	Adopted	Projections	Proposed
Beginning Fund Balance	3,556,660	3,135,189	4,235,005	3,969,979
<u>Revenues</u>				
Current Property Taxes	8,522,968	9,009,375	9,155,000	10,142,092
Delinquent Taxes	32,750	32,000	(18,000)	32,000
Penalty & Interest	73,456	70,000	61,200	75,000
Franchise Fee	1,381,700	1,366,000	1,393,955	1,351,800
Sales Tax	2,590,958	2,000,000	2,142,270	2,100,000
Permits & Licenses	1,044,513	912,946	1,060,724	977,073
Fines	698,036	730,000	769,500	775,750
Recreation Fees	902,602	891,850	867,450	864,200
Investment Income	17,121	24,000	19,335	20,000
Public Safety	412,452	409,450	393,300	394,200
Misc	173,397	48,130	48,442	46,300
Business Enterprise Transfer	500,000	500,000	500,000	500,000
Total Revenues	16,349,953	15,993,751	16,393,176	17,278,415
Total Available Resources	19,906,613	19,128,940	20,628,181	21,248,394
<u>Expenditures</u>				
City Manager's Office	1,549,146	1,662,686	1,808,726	2,016,511
Finance & Courts	1,069,272	1,103,064	1,113,968	1,101,656
Legal Service	96,912	100,000	192,000	100,000
Development Services	757,136	865,288	770,423	813,758
Fire	2,304,029	2,378,266	2,418,508	2,567,284
Police	4,608,453	4,846,178	4,763,535	4,967,094
Library	590,434	637,276	640,891	648,323
Public Works	1,038,169	1,141,831	1,129,964	1,247,500
Parks & Recreation/Facilities	2,708,058	2,791,866	2,792,702	3,151,202
Total Expenditures	14,721,608	15,526,455	15,630,717	16,613,328
Revenues Over/(Under)				
Expenditures	1,628,345	467,296	762,459	665,087
<u>Transfers/Contingency</u>				
<i>Contingency for Compensation Plan</i>				(75,000)
<i>Budget Enhancements</i>				(123,509)
Capital Improvement Program	(250,000)	(466,941)	(466,941)	0
VET	(700,000)	(560,544)	(560,544)	0
<u>Transfers/Contingency</u>	(950,000)	(1,027,485)	(1,027,485)	(198,509)
Total Expenditures	15,671,608	16,553,940	16,658,202	16,811,837
Total Ending Fund Balance	4,235,005	2,575,000	3,969,979	4,436,557
Fund Balance Percentage	29%	17%	25%	27%
60 Day Fund Balance Requirement	2,453,601	2,587,743	2,605,120	2,768,888

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

GENERAL FUND REVENUE DETAIL				
REVENUE	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Property Taxes	8,522,968	9,009,375	9,155,000	10,330,452
Delinquent Tax	32,750	32,000	(18,000)	32,000
Penalty & Interest	60,312	70,000	50,200	60,000
Taxes - Other	13,144	0	11,000	15,000
	8,629,174	9,111,375	9,198,200	10,437,452
Electrical	848,297	856,000	825,485	824,000
Gas	119,085	110,000	144,100	122,700
Telephone	115,833	120,000	122,370	110,100
Cable TV	298,485	280,000	302,000	295,000
Total Franchise Tax	1,381,700	1,366,000	1,393,955	1,351,800
Sales Tax	2,590,958	2,000,000	2,142,270	2,100,000
Food Dealer Permit	20,527	19,000	19,200	19,000
Plumbing & Gas Permit	96,559	86,000	96,000	90,000
Electrical Permit	58,016	47,000	65,000	55,000
Building Permit	392,309	350,000	440,000	400,000
Air & Heat Permit	49,487	40,000	40,000	45,000
Moving/Demolition Permits	23,226	19,000	19,000	19,000
Sign Permit	11,253	12,050	8,000	6,500
Garage Sale Permit	3,618	3,150	3,150	3,150
Curb Cut Permit	7,660	6,000	8,500	6,500
Elevator Permit	456	300	174	0
Tree Removal	31,599	24,000	24,000	24,000
Total Permits	694,708	606,500	723,024	668,150
Appeal/Public Hearing	13,329	11,500	11,500	11,500
Contract Registration	81,043	76,923	76,900	76,923

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

GENERAL FUND REVENUE DETAIL				
REVENUE	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Residential Insp. Fee	11,859	16,423	11,000	12,000
Commercial Insp.Fee	8,424	7,000	7,000	7,000
Other	3,075		21,500	0
Drainage Review	18,450	16,000	17,800	18,000
Plan Check Fees	210,833	175,000	190,000	180,000
Dumpster Signs	700	300	200	200
Municipal Setting Designation(MSD)	0	0	0	0
Total Fees	347,713	303,146	335,900	305,623
Liquor & Beer License	1,212	3,000	1,500	3,000
Itinerant Merch.	880	300	300	300
Total License	2,092	3,300	1,800	3,300
SE Regional Advisory Council Fire (SETRAC Grant)	3,903	3,500	3,500	3,500
Rentals - Gym	6,430	4,500	4,500	4,500
Rentals -Civic Center	14,140	11,000	11,000	11,000
Rentals - Tennis Court	7,567	5,000	5,000	5,000
Rentals - Aquatic Center	4,200	2,500	2,500	2,500
Rentals- Park Facilities	0	1,200	950	1,200
Total Rentals	32,337	24,200	23,950	24,200
Admission-Evergreen Pool	25,943	20,000	20,000	20,000
Admission-Bellaire Pool	151,507	130,000	130,000	130,000
Swim Lesson	37,145	45,000	45,000	40,000
Pool Rental	34,080	30,000	30,000	30,000
Swim Team	27,097	27,000	27,000	25,000
Annual Swim Pass	84,269	80,000	80,000	80,000

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

GENERAL FUND REVENUE DETAIL				
REVENUE	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Aquatics Vending	1,599	0	0	0
Total Aquatics	361,639	332,000	332,000	325,000
Programs - Leisure Classes	122,267	160,000	140,000	150,000
Programs -Teen	7,767	7,000	6,000	5,000
Programs - Special Events	10,535	9,000	15,000	10,000
Programs - L.I.F.E.	7,690	6,000	6,000	6,000
Total Program Fees	148,259	182,000	167,000	171,000
Athletics - Leagues	71,494	65,000	65,000	65,000
Athletics-Organization Fee	6,035	5,600	6,500	5,000
Athletics - Camps	252,261	260,000	250,000	250,000
Athletics-Tennis/Golf	7,590	7,000	7,000	8,000
Total Athletics	337,379	337,600	328,500	328,000
Recreation Center	1,860	1,000	1,000	500
Recreation ID Card	38	50	0	0
Recreation Membership	20,547	15,000	15,000	15,000
Vending - Rec Center	543			500
Parks Other Fees	22,988	16,050	16,000	16,000
Total Recreation Fees	902,602	891,850	867,450	864,200
Permits - Alarm	36,680	26,500	26,500	19,500
Permits - False Alarm	3,900	6,000	3,200	5,000
Fees- Wrecker	32,450	32,650	32,650	32,800
Ambulance	298,143	300,000	290,000	300,000
Rescue Billing-MVA	17,140	22,000	18,500	14,400
Police Child Safety Program	19,610	18,500	18,500	18,500

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

GENERAL FUND REVENUE DETAIL				
REVENUE	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Fire Training and Services				400
Self Defense Registration Fee	625	300	450	100
Total Public Safety	408,549	405,950	389,800	390,700
Copy Fees	5,774	6,000	6,000	4,500
Municipal Court	670,066	700,000	743,000	740,000
Library	27,971	30,000	26,500	35,750
Total Fines	698,036	730,000	769,500	775,750
Interest - Investments	17,121	24,000	19,335	20,000
Gain/(Loss) On Investments				
Service Fee Credit Cards	4,632	4,300	4,912	4,500
Total Investment Revenue	21,753	28,300	24,247	24,500
Miscellaneous	29,930	15,000	15,000	15,000
Insurance Reimbursements	23,425	10,000	10,000	10,000
Comm. On Vending Machines	33	230	230	
Animal Impoundment Fee	1,800	2,150	1,800	1,800
Return Check Fee	170	450	500	500
FEMA Reimbursement	86,459	0	0	0
Total Misc Revenue	141,817	27,830	27,530	27,300
General - Fixed Assets	21,174	10,000	10,000	10,000
Business Enterprise Transfer	500,000	500,000	500,000	500,000
Total Other Financing Sources	521,174	510,000	510,000	510,000
	16,349,953	15,993,751	16,393,176	17,466,775

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

General Fund Combined Line Item Budget					
Acct Code		FY2013	FY2014	FY2014	FY2015
	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	7,534,777	7,706,119	7,668,023	7,634,871
105	Incentive Pay	0	0	0	79,676
110	PT Employees	439,040	536,328	526,328	518,255
120	Overtime	147,235	130,400	182,191	139,508
125	Call out Pay	0	8,500	2,500	1,000
130	Longevity	70,687	76,632	70,625	63,957
140	Sick Leave Buy Back	31,860	0	42,075	0
150	Car Allowance	5,400	5,400	5,850	5,400
	Total Salaries	8,228,998	8,463,379	8,497,592	8,442,667
	Benefits				
210	Group Health Insurance	903,789	1,014,806	1,042,045	1,294,909
215	Group Dental Insurance	33,998	38,203	28,069	36,281
217	Group Life Insurance	37,946	38,511	35,616	35,938
220	Disability Insurance	20,258	27,926	20,696	37,503
230	Medicare/Social Security	126,358	128,612	131,361	133,433
240	Retirement Contributions	1,741,165	1,785,927	1,773,436	1,762,074
260	Workers Compensation	92,704	106,127	103,484	107,061
	Total Benefits	2,956,218	3,140,112	3,134,708	3,407,199
	Total Personnel & Benefits	11,185,216	11,603,491	11,632,300	11,849,866
	Professional Services				
310	Tax Assessing/Collecting	117,505	125,000	124,113	141,200
311	Juror Costs	6	600	600	600
312	Election Services	9,113	15,550	7,500	37,200
313	Employee hiring and pay plan review	6,209	9,080	8,200	9,080
320	Instructor Pay	117,438	129,500	129,500	124,500
321	Legal and Audit	128,934	143,074	137,122	139,385
322	Medical Aid	10,190	12,633	1,623	1,485
323	Engineers, Architects, Arborists, Planners	149,123	174,500	174,500	183,100

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

General Fund Combined Line Item Budget					
Acct Code		FY2013	FY2014	FY2014	FY2015
	Description	Actuals	Adopted	Projections	Proposed
324	Other Professional	61,532	44,474	172,416	42,894
325	Judges and Prosecutors	150,032	156,400	155,500	156,400
326	Elected Officials Compensation	0	0	0	0
340	CTS Professional Service Contracts	260,425	265,900	262,619	328,017
342	Trash Hauls	8,950	10,300	10,300	9,900
343	Other Technical Services	42,697	50,701	50,701	50,100
344	Contract Labor	74,272	78,000	120,193	25,000
	Total Professional Services	1,136,425	1,215,712	1,354,887	1,248,861
	Maintenance				
410	CTS Maintenance	9,978	5,000	6,500	5,000
411	Vehicle Maintenance	130,900	136,515	125,055	125,398
412	Communication Maintenance	40,989	61,421	56,921	36,330
413	Machinery & Equipment Maintenance	20,069	45,805	43,955	40,555
420	Building Maintenance	235,141	242,238	242,238	349,905
421	HVAC Maintenance	85,832	79,158	79,158	105,500
422	Ground Maintenance	46,789	96,000	65,095	75,500
424	Pool Maintenance	42,950	32,000	34,000	46,000
425	Park Maintenance	216,201	232,000	232,000	213,036
426	Fire Range Maintenance	3,268	3,000	3,000	8,500
430	Paving Maintenance	14,454	20,000	30,000	30,000
431	Storm Sewer Maintenance	4,575	5,000	3,500	5,000
438	Traffic Signal Maintenance	16,271	18,000	18,000	20,000
461	Rental of Equipment	13,210	14,980	13,780	15,430
	Total Maintenance	880,628	991,117	953,202	1,076,154
	Contractual Services				
510	Risk Management	161,872	187,050	133,610	149,525
520	Communications	149,000	154,360	193,820	247,320
522	Postage	10,349	11,750	12,221	11,900
530	Adver. & Official Notify.	7,214	9,650	8,900	12,050
540	Special Events	36,298	43,550	43,550	48,500
541	Senior Activities	8,758	10,000	10,000	10,500

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

General Fund Combined Line Item Budget					
Acct Code		FY2013	FY2014	FY2014	FY2015
	Description	Actuals	Adopted	Projections	Proposed
542	Program Athletics	36,251	35,000	35,000	35,000
543	Programs - Library	1,347	2,300	2,300	2,300
544	Programs-Recreation	5,096	6,000	6,000	6,500
550	Dues & Fees	18,801	24,590	24,524	24,398
551	Permits & Licenses	22,410	31,887	26,844	29,137
560	Travel, Mileage, Vehicle Allowance	9,433	13,239	12,044	12,700
570	Education and Training	65,398	137,522	127,687	150,944
	Total Contractual Services	532,227	666,898	636,500	740,774
	Materials & Supplies				
600	Office Supplies	29,356	36,950	35,874	37,050
601	CTS Supplies	40,716	45,700	45,700	41,700
602	Small Tools & Minor Equipment	14,567	21,370	19,970	50,218
603	Janitorial and Cleaning	8,691	10,500	9,300	10,200
604	First Aid Supplies	2,662	3,220	3,220	3,220
605	Vehicle Supplies	3,786	4,350	4,350	3,600
610	Operating Supplies	78,260	92,310	95,269	114,242
612	Chemicals	43,440	39,870	44,170	44,625
613	Traffic and Street Signs	16,557	18,000	18,000	12,000
614	EMS - Medical Supplies	23,658	26,850	26,850	26,854
620	Natural Gas	31,744	32,500	39,000	38,300
621	Electricity	376,100	365,675	363,400	335,400
623	Hardware & Software	0	0	0	117,500
625	Fuel	181,357	183,651	183,651	185,035
640	Adult/Reference Books	20,552	22,968	22,968	23,364
641	Children's/Youth Books	17,729	18,792	18,792	19,116
642	Periodicals	4,529	5,220	5,220	5,310
643	Audio-Visual	8,575	11,020	11,020	11,210
644	Subscriptions	2,335	4,265	3,290	3,915
650	Uniforms/Wearing Apparel	50,507	57,608	64,608	92,834
651	Prisoner Support	5,278	7,000	6,000	6,000
652	Dog Pound	3,221	6,000	3,000	3,000
660	Elected officials activities	470	9,550	5,000	1,200

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

General Fund Combined Line Item Budget					
Acct Code		FY2013	FY2014	FY2014	FY2015
	Description	Actuals	Adopted	Projections	Proposed
661	Council Meeting Meals	1,594	1,200	2,000	2,000
	Total Materials & Supplies	965,684	1,024,569	1,030,653	1,187,893
	Financial Services/Other				
427	Nature Discovery Center				
710	Banking Charges	2,313	3,800	0	3,800
711	Credit Card Fees	19,116	21,200	23,176	42,200
	Total Financial Services	21,429	25,000	23,176	46,000
	Capital Outlay				
905	Machinery & Equipment				52,000
906	Vehicles	0	0		411,780
	Total Capital Outlay	0	0	0	463,780
	General Fund Grand Total	14,721,608	15,526,788	15,630,717	16,613,328

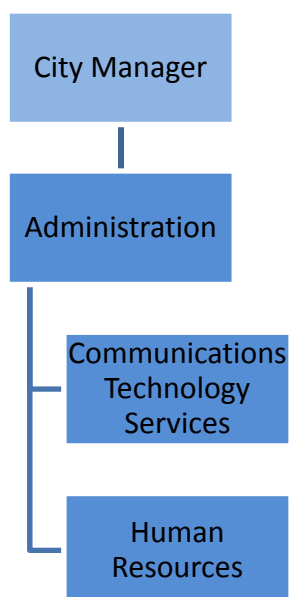
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

CITY MANAGER'S OFFICE

Mission

To implement City policies. Ensure that internal operations support Council goals and policy directives. Provide management support to the City's organization.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Facilitate and execute policy decisions of City Council. Provide leadership and management support to the City organization.
- ☐ Maintain and provide accessibility to legal records of official City documents as well as supervision of city elections.
- ☐ Provide services to the City and its employees through human resource programs such as compensation, wellness & benefits, safety, employee relations and full and part-time staffing.
- ☐ Develop, execute and administer the City's annual budget. Develop special project work plans and schedules based upon the project/study goals and objectives. Public information coordination is also a function of this area.
- ☐ To provide all the information technology systems for the City of Bellaire. Overall planning, organizing and execution of all technology functions for the City, including directing all technology operations to meet customer requirements as well as the support and maintenance of existing applications and development of new technology solutions is the responsibility of this function.
- ☐ Provide economic development coordination & analysis, project monitoring and reporting, customer resources/citizen contact and relations, strategic planning, and agenda coordination.
- ☐ Provide emergency incident command and planning operations function.

CITY MANAGER'S OFFICE

<u>Expenditure Summary</u>	FY2013	FY2014	FY2014	FY2015
	Actuals	Adopted	Projections	Proposed
Salaries	658,431	707,712	816,706	745,297
Benefits	211,693	240,510	277,046	280,082
Professional Services	272,313	268,364	289,192	364,017
Maintenance*	35,251	34,100	36,100	39,200
Contractual Services*	325,652	349,025	327,682	412,635
Materials & Supplies	45,807	62,975	62,000	57,780
Hardware & Software				117,500
Total Expenditures	1,549,146	1,662,686	1,808,726	2,016,511

* All technology maintenance contracts combined.

Staffing Summary

Position	FY2014	FY2015
City Manager	1	1
Assistant City Manager	1	1
City Clerk	1	1
Administrative Assistant to the City Manager	1	0
Assistant to the City Manager	0	1
Director of Human	1	1
CTS Director	1	1
CTS Technician	1	1
Receptionist	1	1
Total Staffing	8	8

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: City Manager's Office - (Includes: HR, IT, Admin & City Clerk)					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Actuals	Proposed
	Salaries				
100	Regular Employees	635,449	689,836	791,675	736,100
110	PT Employees	0	0	0	0
120	Overtime	9,854	8,500	9,004	0
130	Longevity	3,636	3,976	4,256	3,797
140	Sick Leave Buy Back	4,092	0	5,921	0
150	Car Allowance	5,400	5,400	5,850	5,400
	Total Salaries	658,431	707,712	816,706	745,297
	Benefits				
210	Group Health Insurance	40,594	50,040	68,307	87,808
215	Group Dental Insurance	1,933	2,203	1,709	2,160
217	Group Life Insurance	2,967	3,158	2,944	2,825
220	Disability Insurance	1,589	2,654	2,122	3,615
230	Medicare/Social Security	9,315	10,287	11,790	10,697
240	Retirement Contributions/ICMA Contribution	154,115	170,592	188,654	171,304
250	Unemployment Compensation				
260	Workers Compensation	1,180	1,576	1,520	1,673
	Total Benefits	211,693	240,510	277,046	280,082
	Professional Services				
312	Election Services	9,113	15,550	7,500	37,200
313	Employee Hiring Process	6,209	9,080	8,200	9,080
324	Other Professional	28,668	15,334	43,696	21,920
326	Elected Officials Compensation	0	0	0	0
340	CTS Professional Service Contracts	228,323	228,400	229,796	295,817
	Total Professional Services	272,313	268,364	289,192	364,017
	Maintenance				
410	CTS Maintenance	9,978	5,000	6,500	5,000
412	Communication Maintenance	22,430	26,000	26,500	30,000
461	Rental of Equipment	2,844	3,100	3,100	4,200
	Total Maintenance	35,251	34,100	36,100	39,200
	Contractual Services				
510	Risk Management	161,872	187,050	133,610	149,525
520	Communications	149,000	136,720	173,660	227,640
522	Postage	360	300	500	500
530	Adver. & Official Notif.	1,012	3,250	3,500	6,000
550	Dues & Fees	6,635	7,779	7,779	8,380
551	Permits & Licenses	142	200	0	0
560	Travel and Mileage	168	339	339	300
570	Education and Training	6,462	13,387	8,294	20,290
	Total Contractual Services	325,652	349,025	327,682	412,635

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: City Manager's Office - (Includes: HR, IT, Admin & City Clerk)					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Actuals	Proposed
	Materials & Supplies				
600	Office Supplies	2,961	4,750	5,250	5,890
601	CTS Supplies	24,422	25,000	25,000	25,000
610	Operating Supplies	16,359	21,500	24,750	22,500
644	Subscriptions	0	975	0	590
650	Uniforms/Wearing Apparel	0	0	0	600
660	Elected officials activities	470	9,550	5,000	1,200
661	Council Meeting Meals	1,594	1,200	2,000	2,000
	Total Materials & Supplies	45,807	62,975	62,000	57,780
	Hardware & Software				
623	Hardware & Software	0	0	0	117,500
	Hardware & Software Maintenance	0	0	0	117,500
	Department Total	1,549,146	1,662,686	1,808,726	2,016,511

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 1010/City Manager's Office

Fund: 100/General Fund

Acct Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	351,209	356,663	471,341	383,297
120	Overtime	360		100	
130	Longevity	2,396	2,588	2,872	2,192
140	Sick Leave Buy Back	4,092	0	5,921	
150	CM Car Allowance	5,400	5,400	5,850	5,400
	Total Salaries	363,456	364,651	486,084	390,889
	Benefits				
210	Group Health Insurance	20,622	21,532	34,737	47,418
215	Group Dental Insurance	1,104	1,105	887	1,080
217	Group Life Insurance	1,448	1,452	1,505	1,457
220	Disability Insurance	807	1,100	1,306	1,897
230	Medicare/Social Security	5,172	5,175	7,200	5,614
240	Retirement Contributions	88,584	89,522	114,291	87,894
250	Unemployment Compensation	0			
260	Workers Compensation	654	809	779	878
	Total Benefits	118,390	120,695	160,705	146,238
	Professional Services				
324	Other Professional	14,554	1,200	27,996	1,200
	Total Professional Services	14,554	1,200	27,996	1,200
	Maintenance				
461	Rental of Equipment	2,844	3,100	3,100	4,200
	Total Maintenance	2,844	3,100	3,100	4,200
	Contractual Services				
520	Communications	0	1,240	1,780	2,160
522	Postage	360	300	500	500
550	Dues & Fees	5,925	6,700	6,700	7,200
551	Permits & Licenses	142	200	0	0
570	Education and Training	2,778	3,500	3,500	7,000
	Total Contractual Services	9,205	11,940	12,480	16,860
	Materials & Supplies				
600	Office Supplies	983	1,500	2,000	1,000
610	Operating Supplies	5,836	6,000	8,500	7,000
650	Uniforms/Wearing Apparel	0	0	0	450
660	Elected officials activities	470	9,550	5,000	1,200
661	Council Meeting Meals	1,594	1,200	2,000	2,000
	Total Materials & Supplies	8,882	18,250	17,500	11,650
	Department Total	517,331	519,836	707,865	571,037

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 1011/Human Resources					
Fund: 100/General Fund					
Acct Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	82,241	84,703	84,703	87,011
130	Longevity	28	80	76	124
140	Sick Leave Buy Back				
	Total Salaries	82,269	84,783	84,779	87,135
	Benefits				
210	Group Health Insurance	5,228	6,326	6,326	7,834
215	Group Dental Insurance	276	270	220	270
217	Group Life Insurance	449	477	403	408
220	Disability Insurance	227	312	212	415
230	Medicare/Social Security	1,164	1,228	1,195	1,228
240	Retirement Contributions	18,286	19,503	19,300	20,157
250	Unemployment Compensation				
260	Workers Compensation	153	192	186	192
	Total Benefits	25,783	28,308	27,842	30,504
	Professional Services				
313	Employee Hiring & Pay Plan	6,209	9,080	8,200	9,080
324	Other Professional	6,208	5,534	6,200	8,470
340	CTS Professional Service Contracts	9,667	9,900	11,140	9,617
	Total Professional Services	22,084	24,514	25,540	27,167
	Contractual Services				
520	Communications	0	480	480	480
530	Adver. & Official Notif.	0	250	1,000	3,000
550	Dues & Fees	404	534	534	545
570	Education and Training	2,617	3,500	2,194	3,500
	Total Contractual Services	3,021	4,764	4,208	7,525
	Materials & Supplies				
600	Office Supplies	69	250	250	400
610	Operating Supplies	10,524	15,500	16,250	15,500
644	Subscriptions		750	0	375
650	Uniforms/Wearing Apparel		0	0	150
	Total Materials & Supplies	10,592	16,500	16,500	16,425
	Department Total	143,749	158,869	158,869	168,756

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 1012/City Clerk					
Fund: 100/General Fund					
Acct					
Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Salaries					
100	Regular Employees	102,088	106,296	104,631	115,000
120	Overtime	9,494	8,500	8,904	0
130	Longevity	760	808	808	856
	Total Salaries	112,342	115,604	114,343	115,856
Benefits					
210	Group Health Insurance	5,878	6,326	6,865	7,834
215	Group Dental Insurance	276	276	220	270
217	Group Life Insurance	538	538	491	480
220	Disability Insurance	278	521	259	564
230	Medicare/Social Security	1,622	1,750	1,756	1,668
240	Retirement Contributions	24,951	27,680	26,563	27,368
260	Workers Compensation	184	241	233	261
	Total Benefits	33,728	37,332	36,387	38,445
Professional Services					
312	Election Services	9,113	15,550	7,500	37,200
324	Other Professional	7,906	8,600	9,500	12,250
326	Elected Officials Compensations	0	0	0	
	Total Professional Services	17,019	24,150	17,000	49,450
Contractual Services					
510	Risk Management	161,872	187,050	133,610	149,525
530	Adver. & Official Notif.	1,012	3,000	2,500	3,000
550	Dues & Fees	306	545	545	635
560	Travel, Mileage, Vehicle Allowance	168	339	339	300
570	Education and Training	1,068	3,787	2,600	6,790
	Total Contractual Services	164,426	194,721	139,594	160,250
Materials & Supplies					
600	Office Supplies	1,910	3,000	3,000	4,490
610	Operating Supplies				
644	Subscriptions	0	225	0	215
650	Uniforms/Wearing Apparel				
	Total Materials & Supplies	1,910	3,225	3,000	4,705
Department Total		329,425	375,032	310,324	368,706

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.	1013/Information Technology				
Fund:	100/General Fund				
Acct		FY2013	FY2014	FY2014	FY2015
Code		Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	99,911	142,174	131,000	150,792
130	Longevity	452	500	500	625
	Total Salaries	100,363	142,674	131,500	151,417
	Benefits				
210	Group Health Insurance	8,866	15,856	20,379	24,722
215	Group Dental Insurance	276	552	382	540
217	Group Life Insurance	533	691	545	480
220	Disability Insurance	277	721	345	739
230	Medicare/Social Security	1,357	2,134	1,639	2,187
240	Retirement Contributions	22,294	33,887	28,500	35,885
260	Workers Compensation	189	334	322	342
	Total Benefits	33,792	54,175	52,112	64,895
	Professional Services				
340	CTS Professional Service Contracts	218,656	218,500	218,656	286,200
	Total Professional Services	218,656	218,500	218,656	286,200
	Maintenance				
410	CTS Maintenance	9,978	5,000	6,500	5,000
412	Communication Maintenance	22,430	26,000	26,500	30,000
	Total Maintenance	32,407	31,000	33,000	35,000
	Contractual Services				
520	Communications	149,000	135,000	171,400	225,000
570	Education and Training	0	2,600	0	3,000
	Total Contractual Services	149,000	137,600	171,400	228,000
	Materials & Supplies				
601	CTS Supplies	24,422	25,000	25,000	25,000
	Total Materials & Supplies	24,422	25,000	25,000	25,000
	Hardware & Software				
623	Hardware & Software				117,500
	Hardware & Software	0	0	0	117,500
	Department Total	558,641	608,949	631,668	908,012

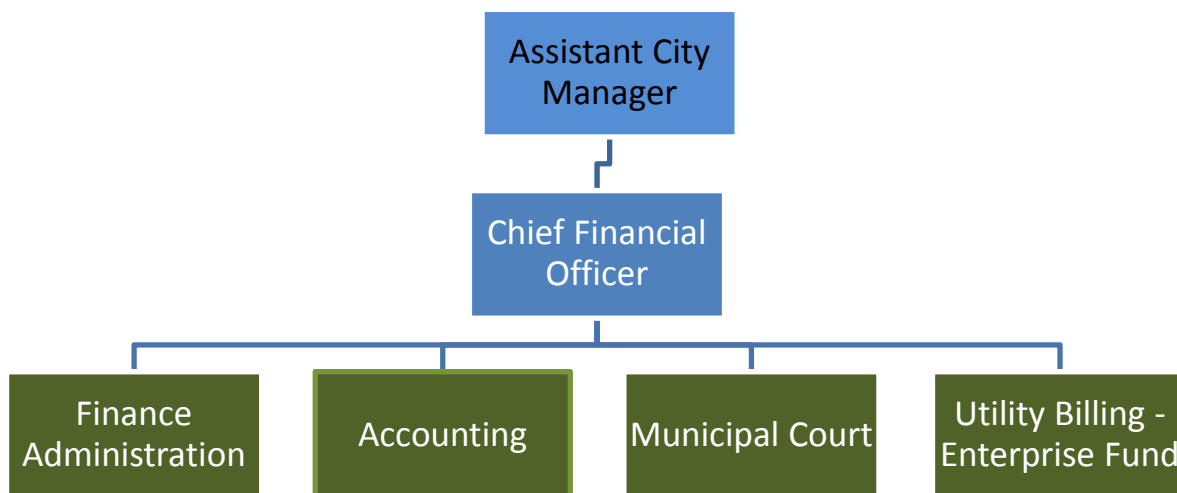
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

FINANCE/COURTS/UTILITY BILLING

Mission

Acting in compliance with all legal and authoritative guidelines, the Finance Department shall safeguard all financial assets of the City of Bellaire and shall provide responsive, timely, and cost efficient services to internal and external customers in order to achieve the highest level of customer confidence and satisfaction.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Maintain a high level of public confidence and sense of fairness through efficient and courteous public service.
- ☐ Record and maintain records and reporting of all financial transaction in compliance with council policy, laws, and regulations.
- ☐ Completion of the annual audit and preparation of the Comprehensive Annual Report in a timely manner.

FINANCE & COURTS

<u>Expenditure Summary</u>	FY2013 Actuals	FY2014 Budget	FY2014 Projections	FY2015 Proposed
Salaries	524,612	532,850	508,009	506,629
Benefits	178,366	176,680	187,166	188,927
Professional Services	340,260	356,114	388,379	368,655
Contractual Services	11,294	15,145	14,963	15,145
Materials & Supplies	8,844	10,275	9,275	10,300
Financial Uses	5,897	12,000	6,176	12,000
Total Expenditures	1,069,272	1,103,064	1,113,968	1,101,656

Staffing Summary

Position	FY2014	FY2015
Chief Financial Officer	1	1
Accounting Manager	1	1
Finance Manager	1	1
Accounts Payable Technician	1	1
Purchasing Technician	1	1
Payroll Technician	1	1
Court Clerk	1	1
Assistant Court Clerk (s)	2	2
Total Staffing	9	9

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 2012/Finance & Courts

Fund: 100/General Fund

Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	503,140	517,946	488,277	491,495
110	PT Employees				
120	Overtime	14,243	8,500	11,500	11,500
130	Longevity	4,820	6,404	5,666	3,634
140	Sick Leave Buy Back	2,409	0	2,566	
	Total Salaries	524,612	532,850	508,009	506,629
	Benefits				
210	Group Health Insurance	48,592	43,719	59,646	62,018
215	Group Dental Insurance	2,210	2,484	1,903	2,431
217	Group Life Insurance	2,532	2,407	2,224	2,246
220	Disability Insurance	1,364	2,538	1,283	2,408
230	Medicare/Social Security	6,257	6,275	6,225	7,127
240	Retirement Contributions	116,453	119,257	114,752	111,582
260	Workers Compensation	957	0	1,133	1,115
	Total Benefits	178,366	176,680	187,166	188,927
	Professional Services				
310	Tax Assessing/Collecting	117,505	125,000	124,113	141,200
311	Juror Costs	6	600	600	600
321	Legal and Audit	41,880	43,074	45,122	39,385
324	Other Professional	371	240	230	270
325	Judges and Prosecutors	150,032	156,400	155,500	156,400
340	Contracts	22,912	30,800	26,414	30,800
344	Contract Labor	7,553	0	36,400	0
	Total Professional Services	340,260	356,114	388,379	368,655
	Contractual Services				
520	Communications	0	480	480	480
522	Postage	3,192	5,000	4,818	5,000
530	Adver. & Official Notif.	1,842	1,700	1,700	1,700
550	Dues & Fees	836	1,665	1,665	1,665
570	Educational & Training	5,424	6,300	6,300	6,300
	Total Contractual Services	11,294	15,145	14,963	15,145
	Materials & Supplies				
600	Office Supplies	7,364	8,500	7,500	8,500
610	Operating Supplies	0	0	0	0
644	Subscriptions	1,480	1,775	1,775	1,800
650	Uniforms/Wearing Apparel				
	Total Materials & Supplies	8,844	10,275	9,275	10,300

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 2012/Finance & Courts

Fund: 100/General Fund

Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Other Financial Uses				
710	Banking Charges	2,313	3,800	0	3,800
711	Credit Card Fees	3,584	8,200	6,176	8,200
	Total Other Financial Uses	5,897	12,000	6,176	12,000
	Department Total	1,069,272	1,103,064	1,113,968	1,101,656

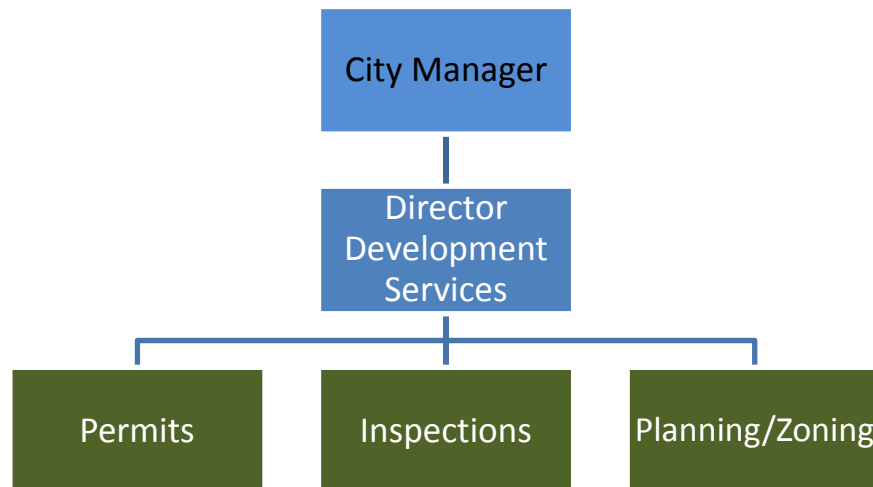
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Development Services

Mission

Committed to the consistent application of City Codes to preserve and enhance the community's present and future quality of life.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Review all building plans for compliance with adopted building codes and zoning ordinance regulations.
- ☐ Inspect all building projects for compliance with adopted buildings and zoning ordinance regulations
- ☐ Review drainage plans for all new building projects
- ☐ Issue permits for all residential and commercial construction projects
- ☐ Process and review applications and prepare agenda items for all statutory boards and commissions
- ☐ Inspect all food establishments for compliance with state health code regulations
- ☐ Monitor and enforce code compliance within residential and commercial areas

DEVELOPMENT SERVICES

Expenditure Summary

	FY2013	FY2014	FY2014	FY2015
	Actuals	Adopted	Projection	Proposed
Salaries	478,504	529,909	470,679	489,045
Benefits	178,159	211,257	176,578	198,992
Professional Services	74,636	92,500	91,305	95,100
Maintenance	2,622	2,500	2,500	2,500
Contractual Services	12,321	13,961	14,200	13,136
Materials & Supplies	10,893	15,161	15,161	14,985
Total Expenditures	757,136	865,288	770,423	813,758

Staffing Summary

Position	FY2014	FY2015
Director of Community Development	1	0
Director of Development Services	0	1
Development Services Manager	1	1
Economic Development Coordinator	1	0
Building Official	1	1
Deputy Building Official	1	0
Building Inspector	2	2
Permit Technician	2	2
Planning & Zoning Secretary	1	1
Zoning / Health Code Enforcement Officer	1	1
	<u>11</u>	<u>9</u>

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 3016/Development Services

Fund: 100/General Fund

Acct Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	475,521	527,397	465,703	487,014
110	PT Employees	0	0	0	0
120	Overtime	75	0	1,422	0
125	Call out Pay	0	0	105	0
130	Longevity	2,098	2,512	2,034	2,031
140	Sick Leave Buy Back	810	0	1,415	0
	Total Salaries	478,504	529,909	470,679	489,045
	Benefits				
210	Group Health Insurance	57,260	70,473	54,500	78,057
215	Group Dental Insurance	2,463	3,036	1,850	2,431
217	Group Life Insurance	2,367	2,676	1,916	2,239
220	Disability Insurance	1,313	2,716	1,105	2,276
230	Medicare/Social Security	6,728	7,720	6,728	6,734
240	Retirement Contributions	106,445	122,584	108,500	105,435
260	Workers Compensation	1,582	2,052	1,979	1,820
	Total Benefits	178,159	211,257	176,578	198,992
	Professional Services				
323	Planners & Economic Development	71,754	84,500	84,500	93,100
324	Other Professional	1,320	2,000	1,800	2,000
344	Other Contract Labor	1,562	6,000	5,005	0
	Total Professional Services	74,636	92,500	91,305	95,100
	Maintenance				
411	Vehicle Maintenance	2,622	2,500	2,500	2,500
	Total Maintenance	2,622	2,500	2,500	2,500
	Contractual Services				
520	Communications	0	2,880	2,880	1,920
522	Postage	2,256	2,200	2,200	2,200
530	Adver. & Official Notif.	3,060	2,700	2,700	2,700
550	Dues & Fees	1,960	1,485	1,985	1,765
551	Permits & Licenses	225	421	160	426
570	Education & Training	4,820	4,275	4,275	4,125
	Total Contractual Services	12,321	13,961	14,200	13,136

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: **3016/Development Services**

Fund: 100/General Fund

Acct Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Materials & Supplies				
600	Office Supplies	3,795	4,900	4,900	3,860
602	Small Tools & Minor Equipment	9	100	100	100
610	Operating Supplies	2,248	5,125	5,125	6,025
625	Fuel	4,131	3,871	3,871	4,000
644	Subscriptions		215	215	100
650	Wearing Apparel	710	950	950	900
	Total Materials & Supplies	10,893	15,161	15,161	14,985
	Department Total	757,136	865,288	770,423	813,758

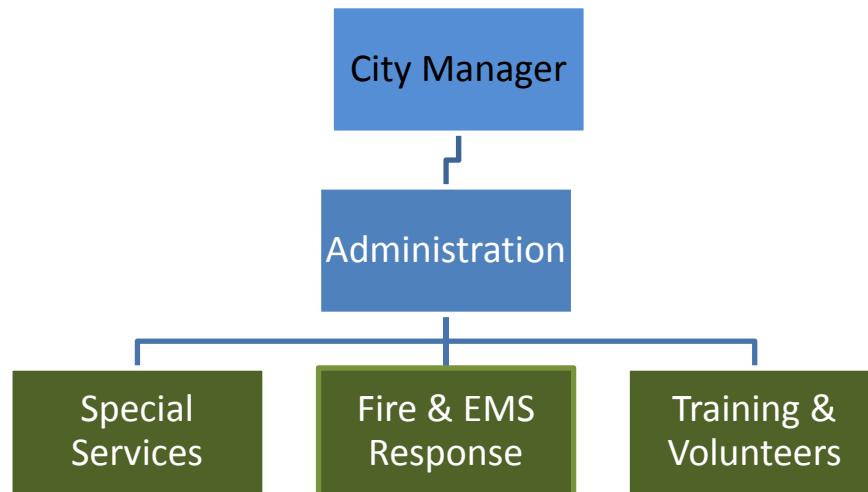
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

FIRE

Mission

Through training, education, inspections, code enforcement and response we will manage the effects of emergency incidents in our community.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Manages Administration, Special Services, Fire & EMS Response, Training and Volunteers
- ☐ Fire response:
 - Single story fully involved structure, or
 - Room and content fire in a multi-story residential structure
 - Vehicle Fire Extinguishment
 - Assist with EMS operations where manpower and specialized rescue equipment is needed.
- ☐ EMS response with Advanced Life Support Ambulance,
 - Capable of Mobile Intensive Care Unit level response.
- ☐ Fire Code inspection of Commercial Occupancies within Bellaire
 - Plan review of all new building
 - Fire Sprinkler plan review and field inspection
- ☐ Public Education on Hazards of Fire.
 - Elementary School
 - Commercial/High Rise Evacuation
 - Fire Extinguisher Training
 - Home Safety Analysis
- ☐ Volunteer
 - Training to meet State Fireman & Fire Marshal Association guidelines
 - Outfit in functional gear and uniforms
 - Not mandated at same level as Texas Commission on Fire Protection

FIRE**Expenditure Summary**

	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Salaries	1,538,003	1,512,221	1,546,404	1,572,884
Benefits	568,968	569,343	590,891	647,204
Professional Services	54,177	68,834	57,533	51,585
Maintenance	55,919	69,216	64,216	57,743
Contractual Services	11,424	67,576	68,056	75,583
Materials & Supplies	75,538	91,408	91,408	113,655
Capital Outlay	0	0	0	48,630
Total Expenditures	2,304,029	2,378,598	2,418,508	2,567,284

*Technology Related items moved to IT Budget.

Staffing Summary

Position	FY2014	FY2015
Chief	1	1
Assistant Chief/Fire Marshal	1	1
Shift Commander	3	3
Lieutenant	3	3
Firefighter/Paramedic (P/T - 2)	1	1
Firefighter/Paramedic	12	12
Firefighter/EMT	3	3
	24	24

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 4040/Fire					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Salaries	1,441,856	1,399,752	1,425,244	1,434,779
105	Incentive Pay	0	0	0	26,500
110	PT Employees	36,181	55,000	45,000	45,000
120	Overtime	41,448	45,000	55,000	55,000
130	Longevity	11,317	12,469	10,501	11,605
140	Sick Leave Buy Back	7,201	0	10,659	
	Total Salaries	1,538,003	1,512,221	1,546,404	1,572,884
	Benefits				
210	Group Health Insurance	178,190	189,336	210,740	244,093
215	Group Dental Insurance	6,032	6,486	5,100	6,300
217	Group Life Insurance	7,463	6,540	6,197	6,971
220	Disability Insurance	3,859	4,340	3,481	7,030
230	Medicare/Social Security	20,901	18,500	22,000	19,352
240	Retirement Contributions	333,390	322,700	322,700	341,441
260	Workers Compensation	19,132	21,441	20,673	22,017
	Total Benefits	568,968	569,343	590,891	647,204
	Professional Services				
322	Medical Aid	10,190	12,633	1,623	1,485
340	CTS Professional Contracts	1,290	5,500	5,209	0
343	Other Technical Services	42,697	50,701	50,701	50,100
	Total Professional Services	54,177	68,834	57,533	51,585
	Maintenance				
411	Vehicle Maintenance	34,562	36,615	36,615	33,958
412	Communication Maintenance	5,226	10,946	5,946	6,330
413	Equipment Maintenance	12,803	21,655	21,655	17,455
461	Rental of Equipment				
420	Building Maintenance	3,327	0	0	
	Total Maintenance	55,919	69,216	64,216	57,743
	Contractual Services				
520	Communications	0	3,360	3,840	3,840
522	Postage	195	600	600	600
550	Dues & Fees	4,309	5,499	5,499	5,471
551	Permits & Licenses	195	325	325	245
570	Education & Training	6,725	57,792	57,792	65,427
571	LEOSE Training	0	0	0	0
	Total Contractual Services	11,424	67,576	68,056	75,583

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 4040/Fire					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Materials & Supplies				
600	Office Supplies	2,158	2,000	2,000	2,100
602	Small Tools & Minor Equipment	1,553	3,495	3,495	9,980
605	Vehicle Supplies	1,510	800	800	950
610	Operating Supplies	17,061	22,085	22,085	22,722
612	Chemicals	1,645	2,520	2,520	2,075
614	EMS -Medical Supplies	23,658	26,850	26,850	26,854
625	Fuel	17,624	18,500	18,500	22,755
644	Subscriptions	855	1,300	1,300	1,425
650	Wearing Apparel	9,473	13,858	13,858	24,794
	Total Materials & Supplies	75,538	91,408	91,408	113,655
	Capital Outlay				
906	Vehicles	0	0	0	48,630
	Total Capital Outlay	0	0	0	48,630
	Department Total	2,304,029	2,378,598	2,418,508	2,567,284

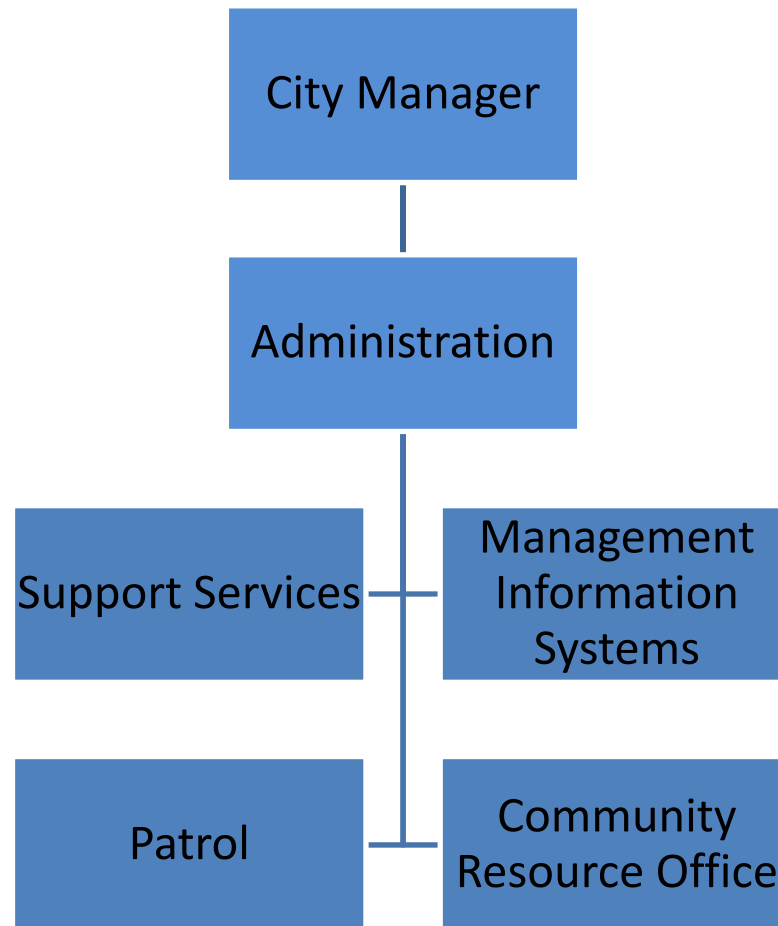
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

POLICE

Mission

To provide for the safety and security of citizens as well as their property. To safeguard the rights and freedoms of all citizens.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Manages the operations of Patrol, Support Services, and Information Services to provide for the community's safety and security
- ☐ Operations function to suppress and deter crime, manage traffic, investigate criminal activity, as well as serve as a community resource through education and partnerships
- ☐ Maintain emergency communications for Police, Fire, and Emergency Medical Services
- ☐ Provide and manage Court Security, including the warrant function
- ☐ Manage the records function and evidence function within statute

POLICE

<u>Expenditure Summary</u>	FY2013	FY2014	FY2014	FY2015
	Actuals	Adopted	Projections	Proposed
Salaries	3,076,454	3,179,176	3,116,080	3,045,820
Benefits	1,176,287	1,253,813	1,224,766	1,304,118
Professional Services	19,488	22,500	26,500	17,500
Maintenance*	71,664	93,505	96,505	79,530
Contractual Services	50,087	67,984	67,484	66,993
Materials & Supplies	214,472	229,200	232,200	284,983
Capital Outlay	0	0	0	168,150
Total Expenditures	4,608,453	4,846,178	4,763,535	4,967,094

*Technology Related items moved to IT Budget.

Staffing Summary

Position	FY2014	FY2015
Police Chief	1	1
Assistant Police Chief	1	1
Police Lieutenant	2	2
Administrative Secretary	1	1
Detective	2	2
Detective Sergeant	1	1
Motorcycle Officers	1	2
Patrol Sergeant	3	3
Senior Patrol Officer - Corporal	3	3
Patrol Officer	22	21
Community Resource Officer	1	1
Warrant Officer	1	1
Animal Control Officer	1	1
Communications Supervisor	1	1
Communications Officer	9	9
Records Clerk	1	1
Manager Information Services	1	1
Support Technician	1	1
Communications Officer (P/T)	1.5	1.5
Patrol Officer (P/T)	0.5	0.5
Court Bailiff - Mun. Court (P/T)	0.5	0.5
Jail Attendant	1.0	1.0
Total Staffing	56.5	56.5

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 5045/Police					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Code	Description				
	Salaries				
100	Regular Employees	2,961,193	3,035,444	2,940,500	2,853,144
105	Incentive Pay	0	0	0	52,176
110	PT Employees	7,499	52,000	52,000	52,000
120	Overtime	66,631	60,000	85,000	60,000
130	Longevity	30,124	31,732	28,404	28,500
140	Sick Leave Buy Back	11,008	0	10,176	0
	Total Salaries	3,076,454	3,179,176	3,116,080	3,045,820
	Benefits				
210	Group Health Insurance	375,595	430,093	424,326	517,721
215	Group Dental Insurance	13,879	15,732	11,200	14,586
217	Group Life Insurance	15,640	15,350	15,350	13,896
220	Disability Insurance	8,086	8,600	8,600	14,225
230	Medicare/Social Security	35,007	36,542	34,952	36,174
240	Retirement Contributions	684,515	695,704	680,400	659,086
260	Workers Compensation	43,565	51,792	49,938	48,430
	Total Benefits	1,176,287	1,253,813	1,224,766	1,304,118
	Professional Services				
324	Other Professional	17,487	22,500	22,500	14,500
344	Contract Labor	2,001	0	4,000	3,000
	Total Professional Services	19,488	22,500	26,500	17,500
	Maintenance				
411	Vehicle Maintenance	48,018	55,000	58,000	60,000
412	Communication Maintenance	13,333	24,475	24,475	0
413	Machinery & Equipment Maintenance	342	4,000	4,000	4,000
426	Firing Range Maintenance	3,268	3,000	3,000	8,500
461	Rental-Equipment	6,703	7,030	7,030	7,030
	Total Maintenance	71,664	93,505	96,505	79,530
	Contractual Services				
520	Communications	0	5,760	5,760	6,240
522	Postage	1,717	1,500	1,500	1,500
530	Advertising/Official Notices	450	0	0	0
550	Dues & Fees	1,570	3,075	2,575	2,295
551	Permits & Licenses	4,873	7,249	7,249	6,951

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 5045/Police					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Code	Description				
560	Travel, Mileage, Vehicle Allowance	9,265	10,400	10,400	10,400
570	Education & Training	32,213	40,000	40,000	39,607
	Total Contractual Services	50,087	67,984	67,484	66,993
	Materials & Supplies				
600	Office Supplies	7,852	10,000	10,000	10,000
601	CTS Supplies	15,050	19,500	19,500	15,500
602	Small Tools & Equipment	2,468	2,500	2,500	27,288
604	First Aid Supplies	367	500	500	500
605	Vehicle Supplies	2,151	3,000	3,000	2,000
610	Operating Supplies	19,928	19,500	19,500	33,695
612	Chemicals	0	200	200	200
625	Fuel	125,707	128,000	128,000	130,000
650	Uniforms/Wearing Apparel	32,448	33,000	40,000	56,800
651	Prisoners Support	5,278	7,000	6,000	6,000
652	Dog Pound	3,221	6,000	3,000	3,000
	Total Materials & Supplies	214,472	229,200	232,200	284,983
	Capital Outlay				
906	Vehicles		0	0	168,150
	Capital Outlay	0	0	0	168,150
	Department Total	4,608,453	4,846,178	4,763,535	4,967,094

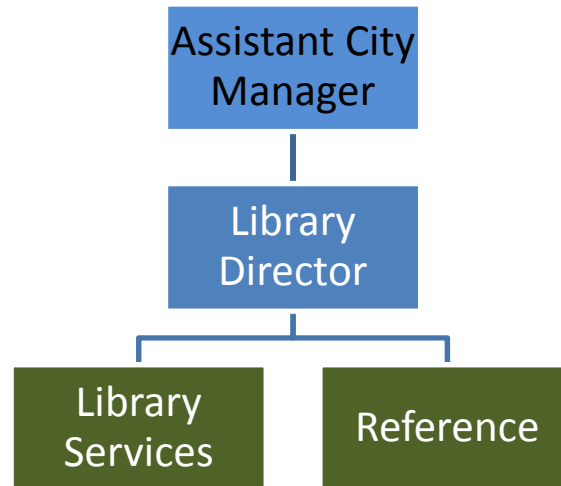
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

LIBRARY

Mission

The Bellaire City Library serves as an information center: connecting people with information, ideas and experiences to promote life-long learning and literacy development that will strengthen the Bellaire community.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Manages the resources of the library.
- ☐ Assembles, preserves, organizes and circulates collections, books and related educational, historical and recreational materials.
- ☐ Provides public access to technology with computers and basic office machinery.
- ☐ Serves the community as a center of reliable information, providing assistance to those gathering materials and facts within the library and referring individuals and organizations to other resources when necessary.

LIBRARY

Expenditure Summary

	FY2013 Actuals	FY2014 Adopted	FY2014 Projected	FY2015 Proposed
Salaries	376,016	399,655	402,006	391,190
Benefits	145,629	154,013	156,726	172,134
Maintenance	2,233	3,200	3,200	2,500
Professional Services	2,140	2,400	2,190	2,704
Contractual Services	9,845	15,238	13,999	16,475
Materials & Supplies	54,571	62,770	62,770	63,320
Total Expenditures	590,434	637,276	640,891	648,323

Staffing Summary

Position	FY2014	FY2015
Library Director	1	1
Librarian	2	2
Library Assistant	3.5	3.5
Computer Trainer	0.5	0.5
Library Support Technician	1	1
Total Staffing	8.0	8.0

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

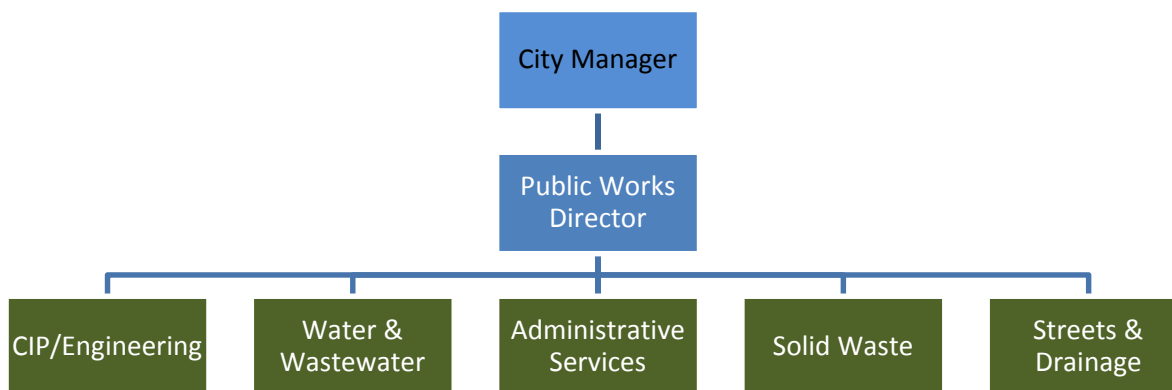
Dept.: 7035/Library					
Fund: 100/General Fund					
Acct Code	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	363,659	369,131	369,097	376,630
110	PT Employees	4,817	25,000	25,000	11,260
130	Longevity	5,236	5,524	5,524	3,300
140	Sick Leave Buy Back	2,304	0	2,385	0
	Total Salaries	376,016	399,655	402,006	391,190
	Benefits				
210	Group Health Insurance	53,204	57,958	61,765	71,566
215	Group Dental Insurance	1,934	1,932	1,774	1,891
217	Group Life Insurance	1,845	2,007	1,613	1,762
220	Disability Insurance	1,003	1,809	945	1,846
230	Medicare/Social Security	4,514	4,496	4,847	4,605
240	Retirement Contributions	82,459	84,992	84,992	89,629
260	Workers Compensation	670	819	789	835
	Total Benefits	145,629	154,013	156,726	172,134
	Professional Services				
324	Other Professional	2,140	2,400	2,190	2,704
		2,140	2,400	2,190	2,704
	Maintenance				
413	Machinery & Equipment	39	1,000	1,000	200
461	Rental of Equipment	2,194	2,200	2,200	2,300
	Total Maintenance	2,233	3,200	3,200	2,500
	Contractual Services				
522	Postage	208	300	300	200
543	Programs - Library	1,347	2,300	2,300	2,300
550	Dues and Memberships	910	1,060	989	1,010
551	Permits & Licenses	7,319	9,010	8,860	9,615
570	Educational & Training	60	2,568	1,550	3,350
	Total Contractual Services	9,845	15,238	13,999	16,475
	Materials & Supplies				
600	Office Supplies	780	1,500	1,500	1,200
602	Minor Tools & Equipment	0	50	50	50
604	First Aid/Medical	15	20	20	20
610	Operating Supplies	2,391	2,900	2,900	2,900
640	Adult/Reference Books	20,552	22,968	22,968	23,364
641	Children's/Youth Books	17,729	18,792	18,792	19,116
642	Periodicals	4,529	5,220	5,220	5,310
643	Audio-Visual	8,575	11,020	11,020	11,210
650	Wearing Apparel	0	300	300	150
	Total Materials & Supplies	54,571	62,770	62,770	63,320
	Department Total	590,434	637,276	640,891	648,323

PUBLIC WORKS – GENERAL AND ENTERPRISE FUND

Mission

To improve and maintain the City's Civil Infrastructure (Street Paving; Drainage; Traffic Control Devices; and Fleet Maintenance).

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Manages the divisions of Operations, Engineering, & Administrative Services.
- ☐ Operations of existing solid waste, streets & row and water & wastewater services related to the each division
- ☐ Assist in planning, design and construction of all Capital Improvement-related projects city wide.
- ☐ Provides oversight of community architects and engineers that submit work to the City.

PUBLIC WORKS

<u>Expenditure</u>	FY2013	FY2014	FY2014	FY2015
<u>Summary</u>	Actuals	Adopted	Projections	Proposed
Salaries	409,004	414,785	443,850	434,707
Benefits	159,999	174,564	160,179	204,983
Professional Services	125,924	140,500	150,500	90,000
Maintenance*	126,915	180,250	142,750	82,250
Contractual Services	10,379	19,782	13,010	16,010
Materials & Supplies	205,947	211,950	219,675	195,550
Capital Outlay	0	0	0	224,000
Total Expenditures	1,038,169	1,141,831	1,129,964	1,247,500

*Grounds Maintenance Moved to Parks &

Staffing Summary

	FY2014	FY2015
Position		
Director	1	1
Deputy Director of	1	0
Administrative Services	0	1
Secretary	1	1
Foreman	1	1
Equipment Operator I	4	3 (moved to Enterprise Fund)
Equipment Operator II	1	1
Laborer	1	1
	10	9

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8051/Streets & Drainage					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	389,490	395,200	420,500	424,063
105	Incentive Pay				1,000
120	Overtime	10,979	5,000	12,000	5,500
125	Call out Pay	0	8,500	2,500	1,000
130	Longevity	6,083	6,085	6,312	3,144
140	Sick Leave Buy Back	2,452	0	2,538	0
	Total Salaries	409,004	414,785	443,850	434,707
	Benefits				
210	Group Health Insurance	52,045	62,500	50,000	87,963
215	Group Dental Insurance	2,026	2,760	1,350	2,431
217	Group Life Insurance	1,921	2,245	1,438	2,042
220	Disability Insurance	969	2,179	941	2,078
230	Medicare/Social Security	4,080	4,350	3,850	6,149
240	Retirement Contributions	90,866	92,130	94,500	96,273
260	Workers Compensation	8,092	8,400	8,100	8,047
	Total Benefits	159,999	174,564	160,179	204,983
	Professional Services				
323	Engineering Services	77,369	90,000	90,000	90,000
324	Other Professional	188	500	500	0
344	Other Contractual Labor	48,368	50,000	60,000	0
	Total Professional Services	125,924	140,500	150,500	90,000
	Maintenance				
411	Vehicle Maintenance	43,886	40,000	25,000	25,000
413	Machinery & Equipment Maintenance	492	1,500	500	1,500
422	Ground Maintenance	46,695	95,000	65,000	0
430	Paving Maintenance	14,454	20,000	30,000	30,000
431	Storm Sewer Maintenance	4,575	5,000	3,500	5,000
438	Traffic Signal Maintenance	16,271	18,000	18,000	20,000
461	Rental of Equipment	543	750	750	750
	Total Maintenance	126,915	180,250	142,750	82,250
	Contractual Services				
520	Communications		0	960	960
522	Postage	325	200	200	200
530	Adver. & Official Notif.	436	500	0	0
550	Dues & Fees	0	150	150	150

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8051/Streets & Drainage					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
551	Permits & Licenses	8,933	13,432	9,000	10,200
560	Mileage	0	2,500	1,200	2,000
570	Education & Training	685	3,000	1,500	2,500
	Total Contractual Services	10,379	19,782	13,010	16,010
	Materials & Supplies				
600	Office Supplies	1,522	1,800	1,800	2,000
602	Small Tools & Equipment	2,064	4,725	4,725	4,800
604	First Aid Supplies	169	300	300	300
605	Vehicle Supplies	0	450	450	350
610	Operating Supplies	938	1,500	1,500	1,400
612	Chemicals	143	300	300	300
613	Traffic Signs & Material.	16,557	18,000	18,000	12,000
621	Electricity	154,333	154,175	161,900	148,600
625	Fuel	27,442	26,500	26,500	21,500
650	Uniforms/Wearing Apparel	2,779	4,200	4,200	4,300
	Total Materials & Supplies	205,947	211,950	219,675	195,550
	Capital Outlay				
905	Machinery & Equipment				29,000
906	Vehicles		0	0	195,000
	Total Capital Outlay	0	0	0	224,000
551	Department Total	1,038,169	1,141,831	1,129,964	1,247,500

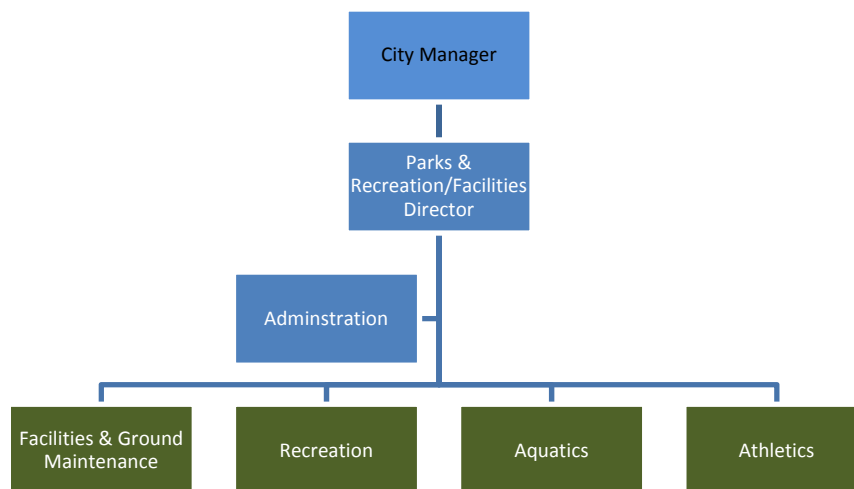
Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

PARKS & RECREATION/FACILITIES

Mission

To provide excellent services, programs, parks, and facilities, to enhance the health, safety, welfare and sense of community for the residents of Bellaire and visitors.

Chart of Reporting Relationships



Department Base Service Levels

- ☐ Manages the divisions of Operations, Programs, and Administrative Services.
- ☐ Operations of existing parks, recreation, aquatics, facilities, ground maintenance and athletic services related to each division
- ☐ Assist in planning, design and construction of all Capital Improvement related park & facilities projects.
- ☐ Provides oversight of community recreational, athletic and leisure programming.

PARKS, RECREATION AND FACILITIES

<u>Expenditure Summary</u>	FY2013 Actuals	FY2014 Adopted	FY2014 Projected	FY2015 Proposed
Salaries	1,167,973	1,187,071	1,193,963	1,257,095
Benefits	337,117	359,932	361,356	410,759
Professional Services	150,576	164,500	157,288	159,300
Maintenance	586,022	608,346	607,931	812,431
Contractual Services	101,225	118,187	117,001	124,797
Materials & Supplies	349,613	340,830	338,164	329,820
Credit Card Fees	15,532	13,000	17,000	34,000
Capital Outlay				23,000
Total Expenditures	2,708,058	2,791,866	2,792,702	3,151,202
<u>Staffing Summary</u>				
Position	FY2014	FY2015		
Director Parks & Recreation	1	1		
Director of Parks Recreation & Facilitie	0	0		
Assistant Director of Parks & Recreation	0	1		
Facilities Service Manager	0	1		
Parks & Grounds Manager	0	1		
Projects Manager	0	1		
Athletics, Camps & Aquatics Manager	0	1		
Administrative Secretary	0	1		
Senior Program Supervisor	1	1		
Parks Superintendent	1	0		
Crew Leader	1	1		
Parks Maintenance Technician	1	2		
Recreation Program	1	0		
Athletics and Pool Program	1	0		
Aquatics Superintendent	1	1		
Recreation Specialists	2	1		
Secretary - PT (BLIFE & ADMIN)	1	1		
Total Parks Facilities & Grounds	11	14		
Positions now part of Parks/Recreation & Facilities				
Facilities Director	1	0		
Facilities Technician	0	1		
Building Custodian	2	1		
Totals for Facilities	3	2		
Total Parks & Recreation/Facilities	14	16		

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Combined Parks, Recreation and Facilities					
Dept.: Facilities					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Code	Description				
	Salaries				
100	Regular Employees	764,470	771,413	767,027	831,646
110	PT Employees	390,542	404,328	404,328	409,995
120	Overtime	4,005	3,400	8,265	7,508
130	Longevity	7,372	7,930	7,928	7,946
140	Sick Leave Buy Back	1,584	0	6,415	0
	Total Salaries	1,167,973	1,187,071	1,193,963	1,257,095
	Benefits				
210	Group Health Insurance	98,308	110,687	112,761	145,683
215	Group Dental Insurance	3,521	3,570	3,183	4,051
217	Group Life Insurance	3,212	4,128	3,934	3,957
220	Disability Insurance	2,074	3,090	2,219	4,025
230	Medicare/Social Security	39,557	40,442	40,969	42,595
240	Retirement Contributions	172,920	177,968	178,938	187,324
260	Workers Compensation	17,525	20,047	19,352	23,124
	Total Benefits	337,117	359,932	361,356	410,759
	Professional Services				
320	Instructor Pay	117,438	129,500	129,500	124,500
324	Other Professional Services	1,500	1,500	1,500	1,500
340	Software Support	7,900	1,200	1,200	1,400
342	Trash Hauls	8,950	10,300	10,300	9,900
344	Other Contractual Labor	14,788	22,000	14,788	22,000
	Total Professional Services	150,576	164,500	157,288	159,300
	Maintenance				
411	Vehicle Maintenance	1,812	2,400	2,940	3,940
413	Equipment Maintenance	6,393	17,650	16,800	17,400
420	Building Maintenance	231,814	242,238	242,238	349,905
421	HVAC Maintenance	85,832	79,158	79,158	105,500
422	Grounds Maintenance	95	1,000	95	75,500
424	Pool Maintenance	42,950	32,000	34,000	46,000
425	Parks Maintenance	216,201	232,000	232,000	213,036
461	Rental of Equipment	926	1,900	700	1,150
	Total Maintenance	586,022	608,346	607,931	812,431
	Contractual Services				
520	Communications	0	5,160	6,240	6,240
522	Postage	2,094	1,650	2,103	1,700

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Combined Parks, Recreation and Facilities					
Dept.: Facilities					
Fund: 100/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Code	Description				
530	Advertising Notification	414	1,500	1,000	1,650
540	Programs - Special Events	36,298	43,550	43,550	48,500
541	Programs - Senior Activities	8,758	10,000	10,000	10,500
542	Programs- Athletics	36,251	35,000	35,000	35,000
544	Programs-Recreation/Pool	5,096	6,000	6,000	6,500
550	Dues and Fees	2,581	3,877	3,882	3,662
551	Permits & Licenses	722	1,250	1,250	1,700
570	Education & Training	9,010	10,200	7,976	9,345
	Total Contractual Services	101,225	118,187	117,001	124,797
	Materials & Supplies				
600	Office Supplies	2,924	3,500	2,924	3,500
601	CTS Supplies	1,243	1,200	1,200	1,200
602	Small Tools & Minor Equipment	8,474	10,500	9,100	8,000
603	Janitorial Supplies	8,691	10,500	9,300	10,200
604	First Aid Supplies	2,111	2,400	2,400	2,400
605	Vehicle Supplies	125	100	100	300
610	Operating Supplies	19,335	19,700	19,409	25,000
612	Chemicals	41,652	36,850	41,150	42,050
620	Natural Gas	31,744	32,500	39,000	38,300
621	Electricity - Pools & Facilities	221,767	211,500	201,500	186,800
625	Fuel	6,452	6,780	6,780	6,780
650	Uniforms & Wearing Apparel	5,095	5,300	5,300	5,290
	Total Materials & Supplies	349,613	340,830	338,164	329,820
711	Credit Card Fees	15,532	13,000	17,000	34,000
	Total Credit Card Fees	15,532	13,000	17,000	34,000
905	Machinery & Equipment		0	0	23,000
	Total Credit Card Fees	0	0	0	23,000
	Department Total	2,708,058	2,791,866	2,792,702	3,151,202

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6030/Parks Administration					
Fund: 01/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	111,912	110,698	110,698	183,568
110	PT Employees	6,901	7,000	7,000	10,000
130	Longevity	1,172	1,200	1,200	2,238
	Total Salaries	119,985	118,898	118,898	195,806
	Benefits				
210	Group Health Insurance	5,878	6,326	6,826	17,930
215	Group Dental Insurance	276	276	218	608
217	Group Life Insurance	552	441	494	883
220	Disability Insurance	280	480	259	899
230	Medicare & Social Security	2,125	1,940	2,397	2,262
240	Retirement Contributions	25,128	25,488	26,065	41,675
260	Workers Compensation	1,986	2,349	2,265	2,480
	Total Benefits	36,226	37,300	38,524	66,737
	Maintenance				
413	Machinery & Equipment Maintenance	0	250	0	0
	Total Maintenance	0	250	0	0
	Contractual Services				
520	Communications		480	480	480
522	Postage	1,653	1,200	1,653	1,200
530	Advertisement/Promotion	0	1,000	1,000	750
550	Dues & Fees	255	200	200	250
570	Education & Training	775	1,000	1,000	1,000
	Total Contractual Services	2,683	3,880	4,333	3,680
	Materials & Supplies				
600	Office Supplies	2,924	3,500	2,924	3,500
610	Operating Supplies	209	400	209	400
	Total Material & Supplies	3,134	3,900	3,134	3,900
	Department Total	162,027	164,228	164,888	270,123

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6031/Grounds/Facilities Maintenance					
Fund: 01/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Personnel				
100	Regular Employees	315,852	317,595	316,309	301,500
110	Part-time Employees	0	0	6,500	0
120	Overtime	2,725	3,400	8,000	2,500
130	Longevity	3,504	3,746	3,744	2,200
140	Sick Leave Buy Back	1,584	0	3,126	0
	Total Salaries	323,665	324,741	337,679	306,200
	Benefits				
210	Group Health Insurance	42,152	52,729	52,729	63,930
215	Group Dental Insurance	1,589	1,638	1,309	1,823
217	Group Life Insurance	850	1,785	1,538	1,404
220	Disability Insurance	866	1,465	815	1,428
230	Medicare & Social Security	3,565	3,743	3,813	4,225
240	Retirement Contributions	71,899	73,476	73,869	66,149
260	Workers Compensation	4,281	5,372	5,180	7,555
	Total Benefits	125,203	140,208	139,253	146,514
	Professional Services				
342	Trash Hauls	8,950	10,300	10,300	9,900
344	Other Contractual Labor	14,788	22,000	14,788	22,000
	Total Professional Services	23,738	32,300	25,088	31,900
	Maintenance				
411	Vehicle Maintenance	1,812	2,400	2,940	3,940
420	Building Maintenance	221,758	231,938	231,938	314,605
413	Machinery & Equip Maintenance	436	1,500	900	1,500
421	HVAC Maintenance	85,832	79,158	79,158	105,500
422	Ground Maintenance/PLTS	95	1,000	95	75,500
425	Parks Maintenance	216,201	232,000	232,000	213,036

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6031/Grounds/Facilities Maintenance					
Fund: 01/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
461	Rental of Equipment	926	1,900	700	1,150
	Total Maintenance	527,060	549,896	547,731	715,231
	Contractual Services				
520	Communications	0	1,800	2,880	2,880
530	Adver. & Official Notif.	414	500	0	900
550	Dues & Fees	0	485	400	550
551	Permits & Licenses	50	50	50	50
570	Education & Training	1,402	2,835	1,751	2,450
	Total Contractual Services	1,866	5,670	5,081	6,830
	Materials & Supplies				
602	Small Tools & Minor Equipment	5,116	5,500	4,100	3,000
603	Janitorial and Cleaning Supplies	5,794	7,300	6,100	7,000
604	First Aid Supplies	10	100	100	100
605	Vehicle Supplies	125	100	100	300
610	Operating Supplies	5,455	5,200	5,100	5,100
612	Chemicals	994	1,850	1,150	2,050
620	Natural Gas	12,535	13,000	13,000	13,300
621	Electricity	184,007	175,000	165,000	154,000
625	Fuel	6,452	6,780	6,780	6,780
650	Uniforms/Wearing Apparel	1,141	1,100	1,100	1,090
	Total Materials & Supplies	221,628	215,930	202,530	192,720
	Department Total	1,223,160	1,268,745	1,257,362	1,399,395

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6032/Recreation Programs					
Fund: 01/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
	Salaries				
100	Regular Employees	196,518	202,100	199,000	205,741
110	PT Employees	46,422	55,000	48,500	59,995
120	Overtime	766	0	265	2,908
130	Longevity	1,304	1,496	1,496	1,880
140	Sick Leave Buy Back	0	0	144	0
	Total Salaries	245,011	258,596	249,405	270,524
	Benefits				
210	Group Health Insurance	32,546	32,572	32,572	40,431
215	Group Dental Insurance	1,104	1,104	1,104	1,080
217	Group Life Insurance	1,054	1,121	1,121	991
220	Disability Insurance	541	602	602	1,008
230	Medicare & Social Security	6,224	6,308	6,308	6,408
240	Retirement Contributions	44,177	46,534	46,534	46,708
260	Workers Compensation	598	612	612	1,231
	Total Benefits	86,243	88,853	88,853	97,857
	Professional Services				
320	Instructor Pay	89,252	105,000	105,000	100,000
340	Software Support	7,900	1,200	1,200	1,400
	Total Professional Services	97,152	106,200	106,200	101,400
	Maintenance				
413	Machinery & Equip Maintenance	1,251	2,400	2,400	2,400
	Maintenance	1,251	2,400	2,400	2,400
	Contractual Services				
520	Communications	0	1,920	1,920	1,920
522	Postage	442	450	450	500

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6032/Recreation Programs					
Fund: 01/General Fund					
Acct		FY2013	FY2014	FY2014	FY2015
Code	Description	Actuals	Adopted	Projections	Proposed
540	Programs-Special Events	36,298	43,550	43,550	48,500
541	Programs- B.L.I.F.E	8,758	10,000	10,000	10,500
544	Programs - Recreation	3,298	3,500	3,500	3,500
550	Dues & Fees	788	1,442	1,442	1,012
551	Permits and Licenses	529	1,050	1,050	1,500
570	Education & Training	3,622	2,640	2,000	2,270
	Total Contractual Services	53,735	64,552	63,912	69,702
	Materials & Supplies				
601	CTS Supplies	1,243	1,200	1,200	1,200
610	Operating Supplies	8,374	6,500	6,500	11,900
650	Uniforms/Wearing Apparel	1,030	1,200	1,200	1,200
	Total Materials & Supplies	10,651	8,900	8,900	14,300
711	Credit Card Fees	15,532	13,000	17,000	34,000
	Department Total	509,574	542,501	536,670	590,183

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6033/Parks Aquatics					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Obj.	Description				
	Salaries				
100	Regular Employees	64,501	66,306	66,306	66,123
110	PT Employees	251,652	252,328	252,328	250,000
120	Overtime	184	0	0	1,000
130	Longevity	576	624	624	668
140	Sick Leave Buy Back	0	0	1,475	0
	Total Salaries	316,913	319,258	320,733	317,791
	Benefits				
210	Group Health Insurance	8,866	9,530	9,530	11,696
215	Group Dental Insurance	276	276	276	270
217	Group Life Insurance	342	367	367	319
220	Disability Insurance	178	325	325	324
230	Medicare & Social Security	20,145	19,950	19,950	21,200
240	Retirement Contributions	14,654	15,267	15,267	15,012
260	Workers Compensation	7,173	8,213	7,919	8,258
	Total Benefits	51,634	53,928	53,634	57,079
	Professional Services				
320	Instructor Pay	10,694	8,500	8,500	8,500
324	Other Professional	1,500	1,500	1,500	1,500
	Total Professional Services	12,194	10,000	10,000	10,000
	Maintenance				
413	Machinery & Equipment Maintenance	4,706	10,500	10,500	10,500
420	Building Maintenance	10,056	10,300	10,300	35,300
424	Pool Maintenance	42,950	32,000	34,000	46,000
	Total Maintenance	57,712	52,800	54,800	91,800
	Contractual Services				
520	Communication	0	480	480	480
544	Programs - Aquatics	1,798	2,500	2,500	3,000

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6033/Parks Aquatics					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Obj.	Description				
550	Dues & Fees	85	250	250	250
570	Education & Training	1,886	2,500	2,000	2,500
	Total Contractual Services	3,769	5,730	5,230	6,230
	Materials & Supplies				
602	Small Tools & Minor Equipment	3,358	5,000	5,000	5,000
603	Janitorial & Cleaning Supplies	2,897	3,200	3,200	3,200
604	First Aid Supplies	1,890	2,000	2,000	2,000
610	Operating Supplies	5,297	7,600	7,600	7,600
612	Chemicals	40,658	35,000	40,000	40,000
620	Natural Gas	19,209	19,500	26,000	25,000
621	Electricity -Pools	37,760	36,500	36,500	32,800
650	Uniforms/Wearing Apparel	2,925	3,000	3,000	3,000
	Total Materials & Supplies	113,993	111,800	123,300	118,600
	Department Total	556,216	553,516	567,697	601,500

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 6034/Parks Athletics & Youth

Fund: 01/General Fund

Obj.	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	75,686	74,714	74,714	74,714
110	PT Employees	85,567	90,000	90,000	90,000
120	Overtime	330		0	1,100
130	Longevity	816	864	864	960
140	Sick Leave Buy Back			1,670	
	Total Salaries	162,399	165,578	167,248	166,774
	Benefits				
210	Group Health Insurance	8,866	9,530	11,104	11,696
215	Group Dental Insurance	276	276	276	270
217	Group Life Insurance	414	414	414	360
220	Disability Insurance	209	218	218	366
230	Medicare & Social Security	7,497	8,501	8,501	8,500
240	Retirement Contributions	17,062	17,203	17,203	17,780
260	Workers Compensation	3,487	3,501	3,376	3,600
	Total Benefits	37,811	39,643	41,092	42,572
	Professional Services				
320	Instructor Pay	17,492	16,000	16,000	16,000
	Total Professional Services	17,492	16,000	16,000	16,000
	Maintenance				
413	Equipment Maintenance	0	3,000	3,000	3,000
	Total Maintenance	0	3,000	3,000	3,000
	Contractual Services				
520	Communications	0	480	480	480
542	Programs- Athletics	36,251	35,000	35,000	35,000
550	Dues & Fees	1,453	1,500	1,590	1,600

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: **6034/Parks Athletics & Youth**

Fund: 01/General Fund

Obj.	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
551	Permits & Licenses	143	150	150	150
570	Education & Training	1,325	1,225	1,225	1,125
	Total Contractual Services	39,172	38,355	38,445	38,355
	Materials & Supplies				
604	First Aid Supplies	211	300	300	300
	Total Materials & Supplies	211	300	300	300
	Capital Outlay				
905	Machinery & Equipment		0	0	23,000
	Capital Outlay		0	0	23,000
	Department Total	257,085	262,876	266,085	290,001

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

ENTERPRISE FUND SUMMARY

	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Beginning Fund Balance	5,231,898	4,979,256	5,952,521	3,260,270
<u>Revenues</u>				
Water Sales	4,033,191	3,555,000	3,660,000	3,635,000
Waste Water Service	2,433,842	2,360,000	2,315,000	2,290,000
Solid Waste- Garbage & Brush Pickup	1,436,194	1,442,500	1,428,600	1,434,500
Miscellaneous	127,342	127,100	122,700	109,000
Total Operating Revenues	8,030,568	7,484,600	7,526,300	7,468,500
<u>Operating Expenses</u>				
Water Production	497,249	561,590	547,904	518,370
Water Distribution	302,018	547,473	503,934	643,545
Utility Billing	218,757	249,326	242,944	283,318
Surface Water	1,608,262	1,700,959	1,940,242	1,979,691
WATER BUDGET	2,626,287	3,059,348	3,235,025	3,424,924
Wastewater Collection	378,754	452,692	426,409	475,793
Wastewater Treatment	842,308	1,085,245	1,066,099	958,964
WASTEWATER BUDGET	1,221,061	1,537,937	1,492,508	1,434,757
Solid Waste- Garbage & Brush Pickup	1,274,073	1,337,052	1,300,819	1,560,099
SOLID WASTE	1,274,073	1,337,052	1,300,819	1,560,099
Business Enterprise Transfer to General Fund	500,000	500,000	500,000	500,000
Total Operating Expense	5,621,421	6,434,337	6,528,352	6,919,780
Revenues Over (Under) Expenditures	2,409,147	1,050,263	997,948	548,720
<u>Non-Operating Revenues</u>				
Net Pension OPEB				
Interest income	6,076	7,000	6,800	3,000
Gain on sales of fixed assets				
Total Non-Operating Revenues	6,076	7,000	6,800	3,000
<u>Transfers Out</u>				
Transfer to Debt Service Fund	(950,000)	(950,000)	(950,000)	(950,000)
Comp Study Contingency				(15,000)
Transfer to Capital Improvement Program	(204,000)	(1,997,000)	(1,997,000)	(945,000)
Transfer to/From Vehicle Equipment and Technology	(540,600)	(750,000)	(750,000)	125,000
Capital Outlay				
Total Transfers Out	(1,694,600)	(3,697,000)	(3,697,000)	(1,785,000)
Total Expenses	7,316,021	10,131,337	10,225,352	8,704,780
Total Revenues & Other sources over/(under) expenses	720,623	(2,639,737)	(2,692,252)	(1,233,280)
Unrestricted Assets (Ending Fund Balance)	5,952,521	2,339,519	3,260,270	2,026,990

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Enterprise Detail Line Items					
Dept.: 500/Utility Fund					
Acct	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	716,884	847,626	852,003	1,037,924
105	Incentive Pay	0	0	0	6,500
120	Overtime	71,974	35,000	77,500	37,000
125	Callout Pay	2,481	8,750	7,150	8,200
130	Longevity	8,981	8,920	9,888	9,694
140	Sick Leave Buy Back	1,565	0	2,353	0
	Total Salaries	801,884	900,296	948,894	1,099,318
	Benefits				
210	Group Health Insurance	115,961	155,501	165,824	228,389
215	Group Dental Insurance	4,768	6,431	4,522	7,429
217	Group Life Insurance	3,711	4,959	4,310	5,335
220	Disability Insurance	1,937	4,361	2,574	5,409
230	Medicare/Social Security	11,151	14,307	12,020	16,012
240	Retirement Contributions	178,932	203,841	209,951	245,904
260	Workers Compensation	22,868	25,580	24,664	23,576
	Total Benefits	339,328	414,980	423,865	532,054
	Professional Services				
323	Engineers, Planners & Architects	2,360	81,000	50,000	59,400
324	Other Professional	375	1,300	500	800
340	Contracts	7,026	7,350	5,840	6,000
341	Meter Reading	50,425	60,000	66,006	100,000
342	Trash Hauls	296,781	364,650	315,600	307,850
343	Technical Services	27,268	71,000	87,785	65,000
344	Other Contractual Labor	315,711	295,500	295,500	139,500
	Total Professional Services	699,945	880,800	821,231	678,550
	Maintenance				
410	CTS Maintenance	0	2,500	800	2,500
411	Vehicle Maintenance	196,453	241,600	177,600	187,200
412	Communication Maintenance	0	500	500	0
413	Machinery & Equipment Maintenance	4,326	6,750	5,750	9,250
414	Other Maintenance	7,705	47,750	47,750	5,250
420	Building Maintenance	57,577	87,060	68,060	120,500
421	HVAC Maintenance	0	3,500	3,500	3,500
422	Grounds Maintenance	33,255	21,000	21,000	21,000
433	Sanitary Sewer	30,090	43,000	30,000	33,000
434	Water Main Maintenance	130,535	153,000	153,000	176,750
435	Water Well Maintenance	103,802	100,000	140,000	86,800
436	Lift Station Maintenance	28,860	37,000	37,000	36,650
437	Treatment Plant Maintenance	106,393	214,450	195,000	69,000
461	Rental of Equipment	2,863	6,500	6,500	12,500
	Total Maintenance	701,857	964,610	886,460	763,900

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: Fund: 500/Utility Fund		Enterprise Detail Line Items			
Acct	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Contractual Services				
510	Risk Management	73,977	78,700	68,980	78,031
520	Communications	14,747	18,240	22,140	27,120
521	Mobile Communication	0	800	0	0
522	Postage	36,523	40,000	36,523	40,000
530	Adver. & Official Notif.	6,179	8,751	3,100	3,100
550	Dues & Fees	0	570	181	292
551	Licenses	49,082	61,841	61,687	61,804
560	Travel, Mileage, Allowance	0	3,000	3,738	3,700
570	Education & Training	4,033	11,300	10,500	11,800
	Total Contractual Services	184,542	223,202	206,849	225,847
	Materials & Supplies				
600	Office Supplies	7,841	9,300	8,300	7,700
601	CTS Supplies	0	7,950	5,650	4,650
602	Small Tools & Minor Equipment	29,120	31,000	29,000	38,820
603	Janitorial & Cleaning Supplies	235	950	950	950
604	First Aid Supplies	1,292	1,850	1,850	1,850
605	Vehicle Supplies	2,506	6,250	6,250	6,250
618	Recycling Bins/Supplies	3,369	22,500	12,500	22,500
610	Operating Supplies	9,943	11,800	11,800	11,800
611	Garbage Bags	79,973	85,000	85,000	85,000
612	Chemicals	60,801	66,600	65,260	56,500
620	Natural Gas	295	500	350	350
621	Electricity	469,958	467,400	442,000	444,000
625	Fuel	115,549	128,640	123,100	118,000
650	Uniforms/Wearing Apparel	5,873	9,650	8,750	13,050
660	Water Purchases	1,462,382	1,518,684	1,758,695	1,796,916
661	Ground Water Credits	134,930	170,775	170,597	170,775
	Total Materials & Supplies	2,384,066	2,538,849	2,730,052	2,779,111
	Other Financial Costs				
710	Banking Charges	1,191	1,600	1,000	1,000
711	Credit Card Fees	8,608	10,000	10,000	10,000
	Total Other Financial Costs	9,799	11,600	11,000	11,000
	Capital Outlay				
905	Machinery & Equipment				
906	Vehicles				330,000
	Total Capital Outlay	0	0	0	330,000
	Department Total	5,121,421	5,934,337	6,028,352	6,419,780

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

WATER

(Includes Production, Distribution, Billing and Surface Water)

Expenditure Summary	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Salaries	130,027	213,840	193,549	324,502
Benefits	55,355	101,559	91,873	146,711
Professional Services	100,493	190,650	184,846	185,500
Maintenance	270,463	358,800	371,300	327,850
Contractual Services	97,910	112,550	104,714	112,450
Materials and Supplies	1,962,239	2,070,349	2,277,742	2,316,911
Other Financial Costs	9,799	11,600	11,000	11,000
Total Expenses	2,626,287	3,059,348	3,235,025	3,424,924

Staffing Summary

Positions	FY2014	FY2015
Customer Service Reps	2	2
Plant Operator	1	1
Utilities Superintendent	1	1
Laborer	4	4
Total Staffing	8	8

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 2067/ Utility Billing & Meter Reading					
Fund: 500/Utility Fund					
Acct	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	75,938	80,200	78,425	81,733
120	Overtime	1,225	2,500	1,500	2,500
130	Longevity	552	648	648	744
	Total Salaries	77,715	83,348	80,573	84,977
	Benefits				
210	Group Health Insurance	12,843	12,652	13,725	8,484
215	Group Dental Insurance	552	552	436	540
217	Group Life Insurance	411	444	379	396
220	Disability Insurance	211	393	201	400
230	Medicare/Social Security	1,081	1,163	1,136	1,185
240	Retirement Contributions	17,274	18,466	18,069	19,451
260	Workers Compensation	169	58	56	185
	Total Benefits	32,542	33,728	34,002	30,641
	Professional Services				
324	Other Professional	0	300	0	0
340	CTS Professional Service Contracts	7,026	7,350	5,840	6,000
341	Meter Reading	50,425	60,000	66,006	100,000
	Total Professional Services	57,451	67,650	71,846	106,000
	Maintenance				
410	CTS Maintenance	0	1,700	0	1,700
	Total Maintenance	0	1,700	0	1,700
	Contractual Services				
522	Postage	36,523	40,000	36,523	40,000
530	Advertisement & Official Notices	0	0	0	
570	Education & Training	0	1,000	2,000	2,000
	Total Contractual Services	36,523	41,000	38,523	42,000

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 2067/ Utility Billing & Meter Reading					
Fund: 500/Utility Fund					
Acct	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Materials & Supplies				
600	Office Supplies	4,728	6,000	5,000	5,000
601	CTS Supplies	0	4,300	2,000	2,000
610	Operating Supplies	0	0	0	0
650	Uniforms/Wearing Apparel	0	0	0	0
	Total Materials & Supplies	4,728	10,300	7,000	7,000
	Other Financial Costs				
710	Banking Charges	1,191	1,600	1,000	1,000
711	Credit Card Fees	8,608	10,000	10,000	10,000
	Total Other Financial Costs	9,799	11,600	11,000	11,000
	Department Total	218,757	249,326	242,944	283,318

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8061/Water Production					
Fund: 500/Utility Fund					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Acct	Description				
	Professional Services				
323	Engineers, Planners & Architects	2,000	15,000	10,000	15,000
343	Other Technical Services	4,502	20,000	20,000	20,000
344	Other Contractual Labor	4,028	15,000	15,000	20,000
	Total Professional Services	10,530	50,000	45,000	55,000
	Maintenance				
411	Vehicle Maintenance	285	2,000	300	0
412	Communication Maintenance				
420	Building & Generator Maintenance	11,425	27,000	10,000	27,000
435	Water Well Maintenance	103,802	100,000	140,000	86,800
461	Rental of Equipment	0	0	0	2,000
	Total Maintenance	115,512	129,000	150,300	115,800
	Contractual Services				
510	Risk Management	2,616	2,950	2,950	2,950
520	Communications	14,747	16,800	20,700	20,200
522	Postage				
530	Adver. & Official Notif.	5,225	7,000	2,000	2,000
550	Dues & Fees	0	0	0	0
551	Permits & Licenses	16,567	17,000	17,254	17,000
570	Education & Training	209	300	300	500
	Total Contractual Services	39,364	44,050	43,204	42,650
	Materials & Supplies				
600	Office Supplies	300	300	300	300
602	Smalls & Equipment	7,468	9,000	9,000	8,720
605	Vehicle Supplies	0	300	300	300
610	Operating Supplies	81	100	100	100
612	Chemicals	10,246	8,750	8,750	6,250
621	Electricity	313,749	305,400	285,000	289,000
625	Fuel		14,440	5,700	0
650	Uniforms/Wearing Apparel	0	250	250	250
	Total Materials & Supplies	331,844	338,540	309,400	304,920
	Department Total	497,249	561,590	547,904	518,370

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8062/Water Distribution					
Fund: 500/Utility Fund					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Acct	Description				
	Salaries				
100	Regular Employees	49,251	123,292	95,800	227,005
105	Incentive Pay	0	0	0	3,200
120	Overtime	0	2,500	13,500	4,500
125	Call out Pay	2,481	3,500	2,000	3,000
130	Longevity	580	1,200	1,676	1,820
	Total Salaries	52,312	130,492	112,976	239,525
	Benefits				
210	Group Health Insurance	6,969	25,304	21,300	52,197
215	Group Dental Insurance	299	1,104	625	1,621
217	Group Life Insurance	119	820	632	1,094
220	Disability Insurance	113	724	214	1,112
230	Medicare/Social Security	735	2,141	1,658	3,292
240	Retirement Contributions	11,290	34,002	29,840	51,536
260	Workers Compensation	3,288	3,736	3,602	5,218
	Total Benefits	22,813	67,831	57,871	116,070
	Professional Services				
323	Engineers, Planners, Architects	360	40,000	35,000	0
343	Other Technical Services	4,035	6,000	6,000	6,000
344	Other Contractual Labor	28,117	27,000	27,000	18,500
	Total Professional	32,512	73,000	68,000	24,500
	Maintenance				
411	Vehicle Maintenance	14,171	22,100	15,000	22,100
412	Communication Maintenance	0	500	500	0
413	Machinery & Equipment Maintenance	883	1,500	1,500	3,000
414	Other Maintenance	7,705	47,500	47,500	5,000
434	Water Main & Paving Maintenance	130,535	153,000	153,000	176,750

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8062/Water Distribution					
Fund: 500/Utility Fund					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Acct	Description				
461	Rental of Equipment	1,658	3,500	3,500	3,500
	Total Maintenance	154,952	228,100	221,000	210,350
	Contractual Services				
510	Risk Management	11,073	12,050	10,267	12,050
520	Communications	0	480	0	480
530	Adver. & Official Notif.	0	400	200	200
550	Dues & Fees	0	70	70	70
560	Travel, Mileage, Vehicle Allowance	0	500	500	500
570	Education & Training	0	2,500	1,000	2,500
	Total Contractual Services	11,073	16,000	12,037	15,800
	Materials & Supplies				
600	Office Supplies	1,093	1,100	1,100	700
601	CTS Supplies	0	150	150	150
602	Small Tools & Minor Equipment	3,969	4,500	4,500	9,400
603	Janitorial & Cleaning Supplies	120	450	450	450
604	First Aid Supplies	300	300	300	300
605	Vehicle Supplies	0	250	250	250
610	Operating Supplies	668	950	950	950
612	Chemicals	0	350	350	350
625	Fuel	21,842	22,500	22,500	22,500
650	Uniforms/Wearing Apparel	364	1,500	1,500	2,250
	Total Materials & Supplies	28,356	32,050	32,050	37,300
	Department Total	302,018	547,473	503,934	643,545

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

8063/Water and Ground Credit					
Dept.: Purchase					
Fund: 500/Utility Fund					
Obj.	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Contractual Services				
551	Permits & Licenses	10,950	11,500	10,950	12,000
	Total Contractual Services	10,950	11,500	10,950	12,000
	Materials & Supplies				
660	Water Purchases	1,462,382	1,518,684	1,758,695	1,796,916
661	Ground Water Credits	134,930	170,775	170,597	170,775
	Total Materials & Supplies	1,597,312	1,689,459	1,929,292	1,967,691
	Department Total	1,608,262	1,700,959	1,940,242	1,979,691

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

WASTEWATER

(Includes Wastewater Treatment and Wastewater Collection)

<u>Expenditure Summary</u>	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Salaries	409,325	424,467	466,817	453,067
Benefits	158,480	180,280	179,610	206,120
Professional Services	109,086	194,500	172,285	177,100
Maintenance	261,222	400,310	361,660	280,550
Contractual Services	42,982	62,680	59,326	66,170
Materials and Supplies	239,966	275,700	252,810	251,750
Total Expenses	1,221,061	1,537,937	1,492,508	1,434,757

Staffing Summary

Position	FY2014	FY2015
Foreman	1	1
Laborers	1	1
Equipment Operator I	2	3
Equipment Operator II	1	1
Secretary	1	1
Chief Plant Operator	1	1
Information Coordinator	1	1
Plant Operator	3	2
	11	11

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8064/Waste Water Collection					
Fund: 500/Utility Fund					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Acct	Description				
	Salaries				
100	Regular Employees	154,883	188,296	195,000	218,546
105	Incentive Pay				300
120	Overtime	46,039	15,000	24,000	15,000
125	Callout Pay	0	4,250	3,750	3,800
130	Longevity	2,172	2,367	1,336	1,450
	Total Salaries	203,094	209,913	224,086	239,096
	Benefits				
210	Group Health Insurance	24,395	36,408	25,200	46,385
215	Group Dental Insurance	1,151	1,621	789	1,621
217	Group Life Insurance	800	1,200	830	1,178
220	Disability Insurance	421	850	394	1,193
230	Medicare/Social Security	2,862	3,455	2,151	3,531
240	Retirement Contributions	45,458	48,500	35,800	49,591
260	Workers Compensation	2,261	4,507	4,346	4,435
	Total Benefits	77,348	96,541	69,510	107,934
	Professional Services				
323	Engineers, Planners, & Architects	0	4,000	0	0
324	Other Professional	0	0	0	
343	Other Technical Services	2,765	20,000	33,600	15,000
344	Other Contract Labor	17,771	15,000	15,000	15,000
	Total Professional Services	20,536	39,000	48,600	30,000
	Total Maintenance				
411	Vehicle Maintenance	10,914	15,000	10,200	13,000
413	Equipment Maintenance	1,782	3,000	2,500	4,000
433	Sanitary Sewer Maintenance	30,090	43,000	30,000	33,000
461	Rental of Equipment	831	1,000	1,000	4,000
	Total Maintenance	43,618	62,000	43,700	54,000

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8064/Waste Water Collection					
Fund: 500/Utility Fund					
		FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
Acct	Description				
	Contractual Services				
510	Risk Management	14,248	15,020	12,950	13,200
520	Communication	0	480	480	480
551	Permits & Licenses	222	888	333	333
560	Travel and Mileage	0	2,500	2,700	2,500
570	Education & Training	0	1,500	1,200	2,800
	Total Contractual Services	14,470	20,388	17,663	19,313
	Materials & Supplies				
600	Office Supplies	661	800	800	600
602	Small Tools & Minor Equipment	8,245	10,000	8,000	10,150
604	First Aid Supplies	300	550	550	550
605	Vehicle Supplies	208	500	500	500
610	Operating Supplies	400	500	500	500
612	Chemicals	0	500	500	400
625	Fuel	7,761	9,500	9,500	9,500
650	Uniforms/Wearing Apparel	2,113	2,500	2,500	3,250
	Total Materials & Supplies	19,688	24,850	22,850	25,450
	Department Total	378,754	452,692	426,409	475,793

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8065/Waste Water Treatment					
Fund: 500/Utility Fund					
Obj.	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	184,156	201,838	209,398	199,471
105	Incentive Pay	0	0	0	2,000
120	Overtime	18,985	10,000	28,500	10,000
125	Callout Pay	0	1,000	1,000	1,000
130	Longevity	1,524	1,716	2,268	1,500
140	Sick Leave Buy Back	1,565		1,565	
	Total Salaries	206,231	214,554	242,731	213,971
	Benefits				
210	Group Health Insurance	27,688	28,637	47,000	39,629
215	Group Dental Insurance	991	1,104	1,000	1,216
217	Group Life Insurance	990	1,010	1,010	1,042
220	Disability Insurance	503	989	989	1,057
230	Medicare/Social Security	2,809	2,927	3,095	3,130
240	Retirement Contributions	45,541	46,473	54,500	49,007
260	Workers Compensation	2,610	2,599	2,506	3,105
	Total Benefits	81,132	83,739	110,100	98,186
	Professional Services				
323	Engineers, Planners, Architects	0	22,000	5,000	44,400
342	Trash Hauls	49,930	90,000	72,000	60,200
343	Other Technical Services	15,967	25,000	28,185	24,000
344	Other Contractual Labor	22,653	18,500	18,500	18,500
	Total Professional Services	88,550	155,500	123,685	147,100
	Maintenance				
410	CTS Maintenance	0	800	800	800
411	Vehicle Maintenance	2,090	2,500	2,100	2,100
413	Machinery & Equipment Maintenance	1,410	2,000	1,500	2,000
420	Building Maintenance	45,223	55,060	55,060	88,500
421	HVAC Maintenance	0	3,500	3,500	3,500
422	Ground Maintenance	33,255	21,000	21,000	21,000
436	Lift Station Maintenance	28,860	37,000	37,000	36,650

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8065/Waste Water Treatment					
Fund: 500/Utility Fund					
Obj.	Description	FY2013	FY2014	FY2014	FY2015
		Actuals	Adopted	Projections	Proposed
437	Treatment Plant Maintenance	106,393	214,450	195,000	69,000
461	Rental of Equipment	373	2,000	2,000	3,000
	Total Maintenance	217,604	338,310	317,960	226,550
	Contractual Services				
510	Risk Management	4,908	5,012	4,582	5,184
520	Communications	0	480	480	5,480
521	Mobile Communications	0	800	0	0
530	Adver. & Official Notif.	629	1,000	650	650
550	Dues & Fees	0	500	111	222
551	Permits & Licenses	21,002	32,000	33,000	32,321
560	Mileage			340	500
570	Education & Training	1,974	2,500	2,500	2,500
	Total Contractual Services	28,512	42,292	41,663	46,857
	Materials & Supplies				
600	Office Supplies	469	500	500	500
601	CTS Supplies	0	3,500	3,500	2,500
602	Small Tools & Minor Equipment	8,638	6,500	6,500	9,550
603	Janitorial/Cleaning	0	200	200	200
605	Vehicle Supplies	0	200	200	200
610	Operating Supplies	238	250	250	250
612	Chemicals	50,555	57,000	55,660	49,500
620	Natural Gas	295	500	350	350
621	Electricity	156,209	162,000	157,000	155,000
625	Fuel	2,648	17,700	4,200	5,500
650	Uniforms/Wearing Apparel	1,227	2,500	1,600	2,750
	Total Materials & Supplies	220,278	250,850	229,960	226,300
	Department Total	842,308	1,085,245	1,066,099	958,964

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

SOLID WASTE & RECYCLING

Expenditure Summary

	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
Salaries	262,533	261,989	288,528	321,749
Benefits	125,492	133,141	152,382	179,223
Professional Services	490,366	495,650	464,100	315,950
Maintenance	170,171	205,500	153,500	155,500
Contractual Services	43,649	47,972	42,809	47,227
Materials & Supplies	181,861	192,800	199,500	210,450
Total Expenses	1,274,073	1,337,052	1,300,819	1,230,099

Staffing Summary

Position	FY2014	FY2015
Solid Waste Superintendent	1	1
Solid Waste Driver I	5	5
Solid Waste Driver II	1	1
Laborer	4	4
Total Staffing	11	11

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8066/Solid Waste					
Fund: 500/Utility Fund					
Obj.	Description	FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
	Salaries				
100	Regular Employees	252,656	254,000	273,380	311,169
105	Incentive Pay				1,000
120	Overtime	5,724	5,000	10,000	5,000
125	Call out Pay			400	400
130	Longevity	4,153	2,989	3,960	4,180
140	Sick Leave Buy Back			788	
	Total Salaries	262,533	261,989	288,528	321,749
	Benefits				
210	Group Health Insurance	44,066	52,500	58,599	81,694
215	Group Dental Insurance	1,773	2,050	1,672	2,431
217	Group Life Insurance	1,390	1,485	1,459	1,625
220	Disability Insurance	689	1,405	776	1,647
230	Medicare/Social Security	3,664	4,621	3,980	4,874
240	Retirement Contributions	59,370	56,400	71,742	76,319
260	Workers Compensation	14,540	14,680	14,154	10,633
	Total Benefits	125,492	133,141	152,382	179,223
	Professional Services				
324	Other Professional	375	1,000	500	800
342	Trash Hauls	246,850	274,650	243,600	247,650
344	Other Contractual Labor	243,141	220,000	220,000	67,500
	Total Professional	490,366	495,650	464,100	315,950
	Maintenance				
411	Vehicle Maintenance	168,992	200,000	150,000	150,000
413	Machinery & Equipment Maintenance	250	250	250	250
414	Other Maintenance	0	250	250	250
420	Building Maintenance	930	5,000	3,000	5,000
	Total Maintenance	170,171	205,500	153,500	155,500
	Contractual Services				
510	Risk Management	41,132	43,668	38,231	44,647
520	Communications			480	480
530	Adver. & Official Notif.	325	351	250	250
551	Permits & Licenses	342	453	150	150
560	Travel & Mileage	0	0	198	200
570	Education & Training	1,850	3,500	3,500	1,500
	Total Contractual Services	43,649	47,972	42,809	47,227
	Materials & Supplies				
600	Office Supplies	590	600	600	600
602	Small Tools & Minor Equipment	799	1,000	1,000	1,000
603	Janitor & Cleaning Supplies	115	300	300	300
604	First Aid Supplies	692	1,000	1,000	1,000

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Dept.: 8066/Solid Waste					
Fund: 500/Utility Fund					
Obj. Description		FY2013 Actuals	FY2014 Adopted	FY2014 Projections	FY2015 Proposed
605	Vehicle Supplies	2,299	5,000	5,000	5,000
610	Operating Supplies	8,556	10,000	10,000	10,000
611	Garbage Bags	79,973	85,000	85,000	85,000
618	Recycling Bins/Supplies	3,369	22,500	12,500	22,500
625	Fuel	83,298	64,500	81,200	80,500
650	Uniforms/Wearing Apparel	2,171	2,900	2,900	4,550
	Total Materials & Supplies	181,861	192,800	199,500	210,450
	Capital Outlay				
905	Machinery & Equipment				330,000
906	Vehicles				
	Total Capital Outlay				330,000
	Department Total	1,274,073	1,337,052	1,300,819	1,560,099

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

FY2015 DRAFT CAPITAL IMPROVEMENT PROGRAM

Council Focus Area	Description	FY2015 Proposed	Metro	RBB Inf	RBB Facilities	November 2013 Bonds	ROW	RBB Cash	Enterprise Fund Transfer In	CIP GF
	Beginning Fund Balance	9,908,973	471,331	4,409,067	2,481,375	0	351,200	1,751,000		445,000
	FY2015 Revenue/Transfer In/Bond Proceeds	12,495,000	1,050,000	5,000,000		5,500,000			945,000	0
	Total FY2015 Available	22,403,973	1,521,331	9,409,067	2,481,375	5,500,000	351,200	1,751,000	945,000	445,000
Residential & Recreational	Evelyn's Park Phase 1 Construction	5,000,000				5,000,000				
Residential & Recreational	Nature Discovery Center	500,000				500,000				
Public Infrastructure & Facilities	Central Water Plant Electrical - Engineering	135,000							135,000	
Public Infrastructure & Facilities	City Wide SCADA System -Design	115,000							115,000	
Public Infrastructure & Facilities	Water & Sanitary Sewer Line Program	645,000							645,000	
Public Infrastructure & Facilities	Evergreen Master Plan (Former Well Site)	25,000								25,000
Residential & Recreational	Holly Street Trail Rehabilitation Project	250,000								250,000
Public Infrastructure & Facilities	Library Foundation Project- repair to sanitary sewer line, lift building with injection procedure, repair walls and paint.	70,000								70,000
Public Infrastructure & Facilities	Pavement Maintenance Program	1,000,000	1,000,000							
Public Infrastructure & Facilities	City wide trip hazards	471,331	471,331							
Public Infrastructure & Facilities	Regional Mobility Study	50,000	50,000							
Public Infrastructure & Facilities	Rebuild Bellaire Phase 5A Construction - 2005 bond remaining balance of \$4,409,067 and \$5,000,000 from 2014 Bond Proceeds	9,409,067		9,409,067						

FY2015 DRAFT CAPITAL IMPROVEMENT PROGRAM

Council Focus Area	Description	FY2015 Proposed	Metro	RBB Inf	RBB Facilities	November 2013 Bonds	ROW	RBB Cash	Enterprise Fund Transfer In	CIP GF
Public Infrastructure & Facilities	Bellaire Town Square Municipal Facilities Design & Library Conceptual Design	921,375			921,375					
Public Infrastructure & Facilities	Design of S. Rice Ave Esplanade and Entrway Feature	100,000								100,000
Public Infrastructure & Facilities	Wendell and Bellaire Lift Station Rehabilitation Design	50,000							50,000	
	Total Proposed FY2015 Projects	18,741,773	1,521,331	9,409,067	921,375	5,500,000	0	0	945,000	445,000
	Total Ending Fund Balance	3,662,200		0	1,560,000	0	351,200	1,751,000	0	0

DRAFT FIVE YEAR CIP FY2015-FY2019

Category	Funding Source	Description	Total Project Costs	FY2015	FY2016	FY2017	FY2018	FY2019
Parks/Open Space	2013 Bonds	Evelyn's Park Phase I	5,000,000	5,000,000				
Parks/Open Space	2013 Bonds	Nature Discovery Center	500,000	500,000				
Water	Enterprise	Central Water Plant Electrical - Engineering & Construction - A portion of the electrical distribution infrastructure at the Central Plant was replaced as part of the standby generator project. There are some remaining electrical equipment items at the Central Plant that are over 50 years old and are in need of replacement. These are primarily the electrical bus and motor starters for the booster pumps. These items were not eligible for federal funding that was used in the generator project. These items need to be replaced to ensure long term reliability of this pump station	635,000	135,000	500,000			
Wastewater/Water	Enterprise	City Wide SCADA System Program - SCADA (Supervisory Control and Data Acquisition) is a software system used to automate and/or monitor water plant and wastewater treatment plant processes where real time operational data is used to make decisions. The SCADA system would allow the three (3) water plants and three (3) lift stations to be controlled and monitored centrally from the Wastewater Treatment Plant and remotely from a laptop from any location.	615,000	115,000	250,000	250,000		
Water	Enterprise	Renwick Water Plant Tank/Booster Pump/Well Rehabilitation - Engineering & Construction	725,000				110,000	615,000
Wastewater/Water	Enterprise	Water & Sanitary Sewer Line Program -In order to provide an accurate estimate of short term and long term water line and sanitary sewer line improvement needs for this plan, the City is assessing each systems condition by reviewing maintenance records, GIS data and construction drawings to determine improvement requirements. Please note that starting in FY2017 these are very rough estimates until the City has completed this review process. However, several critical replacement projects have been identified for those systems that are failing regularly or are undersized. Top priority areas FY2015- 4500, 4600 Oakdale - \$280,000, 5100,5200,5300 Patrick Henry - \$365,000 - FY2016 - 5100,5200,5300 Grand Lake - \$275,000, 5100,5200,5300 Huisache - \$275,000	2,695,000	645,000	550,000	500,000	500,000	500,000
Wastewater	Enterprise	Wendell and Bellaire Lift Station Rehabilitation Program - The Wendell and Bellaire Lift Stations are currently being evaluated. The lift station wet well walls will be inspected for possible rehabilitation. Initial observations indicate that minor equipment replacement and/or rehabilitation is required	550,000	50,000	250,000	250,000		
Parks/Open Space	General	Evergreen Well Master Plan - Former Site of Evergreen Well located at the Evergreen Pool site. The Parks Board is recommending to Master Plan the area for future "green space"	25,000	25,000				
Parks/Open Space	General	Holly Street Trail Rehabilitation Project - Implement plan currently under development for improving trail, replacing trees, installing landscaping, installing irrigation system, and other improvements	450,000	250,000	200,000			
Facilities	General	Library Foundation Project - repair to sanitary sewer line, lift building with injection procedure, repair walls and paint.	70,000	70,000				

DRAFT FIVE YEAR CIP FY2015-FY2019

Category	Funding Source	Description	Total Project Costs	FY2015	FY2016	FY2017	FY2018	FY2019
Facilities	General	Public Works Adm. Building Replace Roof - Design and Construction- Roof has surpassed its projected life expectancy and should be replaced to preserve the integrity of the building	100,000				100,000	
Facilities	General	Public Works Men's Locker Room - Design and Construction- replace and upgrade: toilets, sinks, counters, flooring, ceiling, & showers.	50,000				50,000	
Facilities	General	Recreation Center Maintenance - Building is in need of upgrades and improvements: floors, interior painting, ceiling, bathrooms, walls, doors, etc.	260,000			10,000	230,000	20,000
Parks/Open Space	General	Wayfinding and Entryway Markers -Place holder for possible project - Presentation is scheduled for August 4, 2014 from the Ad-hoc Wayfinding Committee on next steps.	0					
Parks/Open Space	Grants/Other	Restricted ROW funds - Resolution 11-10 - Policy for Acquisition and Development of Parkland has the following restriction of use - Resoulution reads as follows: ("Development" shall be generally defined to include the purchase, delivery, installation, and other necessary expenditures associated withnew park, features/equipment/benches, fields, structures and/or facilities, and infrastructure (such as, but not limited to, pathways, driveways, cabling and wiring, drinking water fountains, water features, lighting, and landscaping). Expenditures associated with the maintenance or replacement ofexisting park features, equipment, structures, facilities, and/or infrastructure cannot be paid for with or reimbursed from said restricted funds.) Programmed for the expansion of Paseo Park expansion post transit center.	351,200			351,200		
Streets	Metro	Mobility Study	50,000	50,000				
Streets	Metro	Pavement Maintenance Program The City of Bellaire's Management Program is geared toward improving the overall quality of the roadway systems by repairing pavement failures and distresses. The City's goal is to bring the streets maintained by the City up to an acceptable level of service and keep them there through an aggressive and comprehensive maintenance program. The streets for the Fiscal Year 2015 Project will be selected based on overall condition noted during the Street Condition Assessment of all the streets maintained by the City of Bellaire completed in 2013. Streets designated for total reconstruction under Rebuild Bellaire were not considered for this project.	5,200,000	1,000,000	1,050,000	1,050,000	1,050,000	1,050,000
Streets	Metro	City wide trip hazards - Project will address City wide trip hazards.	471,331	471,331				
Facilities	RB PAUGO/Cash	Design & Place holder for Construction of S. Rice Esplanade/entrance feature - Design of pedestrian friendly esplanade on South Rice Ave that would include an entry feature and green space development. (FY2016 funding is Rebuild Bellaire Pay as you go funding and is only a place holder for construction. It is estimated that the construction of the pre-conceptual project will cost more. FY2015 funds programmed are GF CIP funds allocated for design.)	851,051	100,000	751,051			

DRAFT FIVE YEAR CIP FY2015-FY2019

Category	Funding Source	Description	Total Project					
			Costs	FY2015	FY2016	FY2017	FY2018	FY2019
Streets & Drainage	Rebuild Bellaire	Rebuild Bellaire Phase 5A&5B Construction - Includes RBB Pay as you go funding, Previously issued bonds and future issuances. Includes the following - 21 streets- Alder Street (Evergreen to Maple), 4600 Block of Beech, 4700 – 4900 Blocks of Bellview, 500 Block of College, 5100 Block of Evergreen, 6900 & 7000 Blocks of Ferris, 500 – 700 Blocks of Fifth Street, 4400 Block of Glenmont, 1000 – 1200 Blocks of Howard, 4900 – 5000 Blocks of Imperial, 4700 Block of Linden, 4900 – 5000 Blocks of Mayfair, 4500 Block of Merrie Lane, 4400 Block of Nancy, 5100 – 5400 Blocks of Pocahontas, 100 – 300 Blocks of Second Street, 5300 Block of Valerie, 4900 Block of Wellford, 4700 Block of Willow, 500 Block of Wilmington; and 500 Block of Winslow.	18,349,067	9,409,067	8,940,000			
Facilities	Rebuild Bellaire/2013 Bonds	Bellaire Town Square Municipal Buildings - Includes new police station, new City Hall/Courts and new Civic Center in a campus setting. Design portion of project will start in FY2015. In addition, the City will conceptual design the new library which has not been funded for construction.	11,921,375	921,375	11,000,000			
Total CIP Projects			48,869,024	18,741,773	23,491,051	2,411,200	2,040,000	2,185,000

City of Bellaire FTE Position Summary		
	FY2014	FY2015 Proposed
<i>City Manager's Office</i>		
City Manager	1	1
Assistant City Manager	1	1
City Clerk	1	1
Assistant to the City Manager	0	1
Administrative Assistant to the City Manager	1	0
Director of Human Resources	1	1
CTS Director	1	0
CTS Technician	1	0
IT Director	0	1
IT Technician	0	1
Receptionist	1	1
Total Staffing	8	8
<i>Facilities</i>		
Facilities Director	1	0
Facilities Technician	1	0
Building Custodian	1	0
Total Staffing	3	0
<i>Finance & Courts</i>		
Chief Financial Officer	1	1
Accounting Manager	1	1
Finance Manager	1	1
Accounts Payable Technician	1	1
Purchasing Technician	1	1
Payroll Technician	1	1
Court Clerk	1	1
Assistant Court Clerk	2	2
Total Staffing	9	9
<i>Development Services</i>		
Director of Community Development	1	0
Development Service Director	0	1
Development Services Manager	1	1
Economic Development Coordinator	1	0
Building Official	1	1
Deputy Building Official	1	0
Building Inspector	2	2
Permit Technician	2	2
Planning & Zoning Secretary	1	1
Zoning / Health Code Enforcement Officer	1	1
Total Staffing	11	9

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

City of Bellaire FTE Position Summary		
	FY2014	FY2015 Proposed
<i>Fire</i>		
Chief	1	1
Assistant Chief/Fire Marshal	1	1
Shift Commander	3	3
Lieutenant	3	3
Firefighter/Paramedic (P/T - 2)	1	1
Firefighter/Paramedic	12	12
Firefighter/EMT	3	3
Total Staffing	24	24
<i>Police</i>		
Police Chief	1	1
Assistant Police Chief	1	1
Police Lieutenant	2	2
Administrative Secretary	1	1
Detective	2	2
Detective Sergeant	1	1
Motorcycle Officers	1	2
Patrol Sergeant	3	3
Senior Patrol Officer - Corporal	3	3
Patrol Officer	22	21
Community Resource Officer	1	1
Warrant Officer	1	1
Animal Control Officer	1	1
Communications Supervisor	1	1
Communications Officer	9	9
Records Clerk	1	1
Manager Information Services	1	1
Support Technician	1	1
Communications Officer (P/T)	1.5	1.5
Patrol Officer (P/T)	0.5	0.5
Court Bailiff - Mun. Court (P/T)	0.5	0.5
Jail Attendant	1	1
Total Staffing	56.5	56.5

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

City of Bellaire FTE Position Summary		
	FY2014	FY2015 Proposed
Public Works		
Public Works Director	1	1
Deputy Director of Public Works	1	0
Administrative Services Manager	0	1
Secretary	1	1
Foreman	1	1
Equipment Operator I	4	3
Equipment Operator II	1	1
Laborer	1	1
Total Staff	10	9
Parks		
Director Parks & Recreation	1	0
Director of Recreation /Parks/Facilities	0	1
/Parks/Facilities	0	1
Facilities Service Manager	0	1
Parks & Grounds Manager	0	1
Project Manager	0	1
Athletics, Camps & Aquatics Manager	0	1
Administrative Secretary	0	1
Facilities Director	0	0
Senior Program Supervisor	1	1
Parks Superintendent	1	0
Crew Leader	1	1
Parks Maintenance Technician	1	2
Facilities Technician	0	1
Building Custodian	0	1
Recreation Program Superintendent	1	0
Athletics and Pool Program Superintendent	1	0
Aquatics Superintendent	1	1
Recreation Specialists	2	1
Secretary - 2 -PT (BLIFE & ADMIN)	1	1
Total Staff	11.0	16.0
Library		
Library Director	1	1
Librarian	2	2
Library Assistant	3	3
Library Support Technician	1	1
Shelver- (P/T - 2)	1	1
Total Staffing	8	8
General Fund Staff	140.5	139.5
FT	135.0	134.0
PT	5.5	5.5

City of Bellaire FTE Position Summary		
	FY2014	FY2015 Proposed
<i>Water</i>		
Plant Operator	1	1
Utilities Superintendent	1	1
Laborer	4	4
Total Staff	6	6
<i>Utility Billing</i>		
Customer Service Representative	1	1
Customer Service Supervisor	1	1
Total Staff	2	2
<i>Wastewater Treatment</i>		
Foreman	1	1
Laborers	1	1
Equipment Operator I	2	3
Equipment Operator II	1	1
Secretary	1	1
Chief Plant Operator	1	1
Information Coordinator	1	1
Plant Operator	3	2
Total Staff	11	11
<i>Solid Waste</i>		
Solid Waste Superintendent	1	1
Solid Waste Driver I	5	5
Solid Waste Driver II	1	1
Laborer	4	4
Total Staff	11	11
Enterprise Staff	30	30
Total Full-time Staff	165.00	164.00
Total Part-Time Staff	5.50	5.50
Total Staff	170.50	169.50

Attachment: FY2015 Proposed Budget (1337 : FY2015 Budget Adoption with Record Vote)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Fire Department
Category: Presentation
Department Head: Darryl Anderson
DOC ID: 1242 C

**SCHEDULED
RESOLUTION (ID # 1242)**

Item Title:

Consideration of and possible action on a request from the Bellaire Office of Emergency Management for the adoption of a resolution of the City Council of the City of Bellaire, Texas, reaffirming Bellaire's participation in a county-wide program of emergency management with Harris County, Texas, for a period commencing September 8, 2014, and ending on January 10, 2016, said Joint Resolution of which will be submitted every two years thereafter in compliance with the election of new mayors.

Background/Summary:

On November 16, 2009, the City Council of the City of Bellaire, Texas ("City Council"), adopted Ordinance No. 09-081 for the purpose of amending *Chapter 11, Emergency Management, Section 11-3*, of the *Code of Ordinances of the City of Bellaire, Texas* ("Code"), by repealing the existing *Section 11-3*, and adding a new *Section 11-3*, entitled *Inter-jurisdictional program*, to authorize the Mayor of the City of Bellaire, Texas, to join with the County Judge of Harris County and the Mayors of other cities in Harris County in a county-wide program of emergency management.

In 2009 and 2012, Harris County requested that Bellaire enter into a Joint Resolution for the purpose of reaffirming Bellaire's continued desire to participate with Harris County and other cities in a county-wide program of emergency management. Joint Resolution No. 09-12 was adopted on November 16, 2009, and Joint Resolution No. 12-05 was adopted by the City Council on March 5, 2012, and finally passed and approved by the Harris County Commissioners Court on May 22, 2012.

Joint Resolution No. 12-05 required a review of the Joint Resolution every two years to be in compliance with the election of new mayors. It is my understanding that 54+ entities have stated their desire to participate in the program. Since a substantial majority of the participating entities hold their general elections in May, the review would serve as an opportunity for a new mayor elected in May to authorize participation.

Previous Council Action Summary

As stated in the summary above, City Council's last previous action consisted of the adoption of a Joint Resolution authorizing continued participation in a county-wide program of emergency management (Resolution No. 12-05 adopted in March of 2012 with an effective date of May 22, 2012).

Fiscal Impact

No direct fiscal impact

Recommendation:

Fire Chief/Emergency Management Coordinator Darryl Anderson recommends approval of a resolution reaffirming Bellaire's desire to participate with Harris County in a county-wide

program of emergency management.

ATTACHMENTS:

- Joint Resolution with Harris County in re Emergency Management Coordinator and Plan - Two Year Review
2014 (DOC)

JOINT RESOLUTION NO. _____

WHEREAS, the City of Bellaire, Texas (the "City"), by Ordinance No. 09-081, and Harris County, Texas (the "County"), by Court Order dated _____, have established similar programs of comprehensive emergency management which includes the mitigation, preparedness, response, and recovery phases of emergency management; and

WHEREAS, the City and the County find that vulnerability to many potential hazards is shared by the residents of the City of Bellaire and the unincorporated portions of Harris County; and

WHEREAS, the City and the County further find that the common goal of emergency management can best be achieved through an organization which shares the combined resources of the City and the County; and

WHEREAS, the contemplated action is specifically authorized by the aforementioned Ordinance and Court Order;

NOW, THEREFORE, BE IT RESOLVED that there is hereby established the Harris County Emergency Management organization which shall consist of the officers and employees of the City and of the County as designated in an inter-jurisdictional emergency management plan, together with such organized volunteer groups as that plan may specify; and

BE IT FURTHER RESOLVED that the Mayor of the City of Bellaire and the Harris County Judge shall agree on the appointment of an Emergency Management Coordinator to coordinate all aspects of the Harris County program of comprehensive emergency management, including the preparation and maintenance of an inter-jurisdictional emergency management plan for the City and the County in accordance with this resolution; and

BE IT FURTHER RESOLVED that this joint resolution will be reviewed and submitted every two years during the month of January to be in compliance with the election of new mayors. The County or the City may terminate this resolution, with or without cause, prior to the expiration of the terms set forth above, upon thirty (30) days prior written notice to the other party.

PASSED AND APPROVED this 8th day of September, 2014, by the City Council of the City of Bellaire, Texas.

PASSED AND APPROVED this _____ day of _____, 2014, by the Commissioners Court of Harris County, Texas.

Dr. Philip L. Nauert, Mayor
City of Bellaire, Texas

Ed Emmett, Judge
Harris County, Texas

ATTEST:

ATTEST:

Tracy L. Dutton, City Clerk
City of Bellaire, Texas

Stan Stanart, County Clerk
Harris County, Texas

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Fire Department
Category: Ordinance
Department Head: Darryl Anderson
DOC ID: 1344

**SCHEDULED
ORDINANCE (ID # 1344)**

Item Title:

Consideration of and possible action on the adoption of an ordinance authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas ("City"), an "Interlocal Mutual Aid Agreement" with Harris County, Texas ("County"), for the purpose of providing mutual aid consistent with the mutual aid and emergency assistance plans developed by the City's and County's emergency management agencies and/or departments and approved by the governing bodies of the City and County.

Background/Summary:

A request is made to rescind ordinance # 09-082 and replace it with an updated ordinance, approving an Interlocal Mutual Aid Agreement, whereby the City of Bellaire and Harris County adopt the verbiage of the Federal Emergency Management Association in regards to financial reimbursement. FEMA has made a substantial revision to the reimbursement requirements as associated with Mutual Aid Agreements, requiring the reimbursement of actual cost for all hours exceeding the first 12 consecutive hours of a prolonged mutual aid request.

Previous Council Action Summary:

Approved Mutual Aid Agreement with Harris County for Emergency Management assistance 09-082 on November 16, 2009.

Fiscal Impact:

The City of Bellaire will be responsible for costs of all requested mutual aid, received by the City of Bellaire, and conversely will bill for mutual aid given, for the time in excess of the first 12 consecutive hours of an event.

Recommendation:

Bellaire Fire Chief, Darryl Anderson, recommends adoption of this ordinance and rescinding the previous ordinance. Failure to make the necessary change will jeopardize reimbursement during disaster declaration where prolonged mutual aid is required.

ATTACHMENTS:

- Interlocal Mutual Aid Agreement with Harris County (PDF)

ORDINANCE NO. 14-_____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE, ON BEHALF OF THE CITY OF BELLAIRE, TEXAS ("CITY"), AN *INTERLOCAL AGREEMENT* WITH HARRIS COUNTY, TEXAS ("COUNTY"), IN A FORM AS ATTACHED HERETO AND MARKED "EXHIBIT A," FOR THE PURPOSE OF PROVIDING MUTUAL AID CONSISTENT WITH THE MUTUAL AID AND EMERGENCY ASSISTANCE PLAN DEVELOPED BY THE CITY'S AND COUNTY'S EMERGENCY MANAGEMENT AGENCIES AND/OR DEPARTMENTS AND APPROVED BY THE GOVERNING BODIES OF THE CITY AND COUNTY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS:

THAT the Mayor of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, an *Interlocal Agreement* with Harris County, Texas, in a form as attached hereto and marked "Exhibit A," for the purpose of providing mutual aid consistent with the mutual aid and emergency assistance plan developed by the City's and County's emergency management agencies and/or departments and approved by the governing bodies of the City and County.

PASSED, APPROVED, and ADOPTED this 18th day of March, 2013.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Philip L. Nauert
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney



EXHIBIT A

Interlocal Mutual Aid Agreement

Ordinance No. 14-_____

Parties: City of Bellaire, Texas
 Harris County, Texas

Attachment: Interlocal Mutual Aid Agreement with Harris County (1344 : Interlocal Mutual Aid Agreement with Harris County)

INTERLOCAL MUTUAL AID AGREEMENT

THE STATE OF TEXAS §
 §
 COUNTY OF HARRIS §

THIS INTERLOCAL AGREEMENT (the "Agreement") is made and entered into by and between the **City of Bellaire, Texas** ("Entity"), acting by and through its governing body, and **Harris County, Texas**, acting by and through its governing body, Harris County Commissioners Court. This Agreement is made pursuant to chapter 791 of the Texas Government Code (the Interlocal Cooperation Act) and chapter 418 of the Texas Government Code (the Texas Disaster Act of 1975) to the extent it applies to this Agreement. This Agreement does not apply to "law enforcement assistance" provided, or "mutual aid law enforcement task forces" created, under Chapter 362 of the Texas Local Government Code.

R E C I T A L S:

The Parties hereto recognize the vulnerability of the people, communities and schools to damage, injury, and loss of life and property resulting from natural or man-made catastrophes, riots, or hostile military or paramilitary action, and other emergencies.

The full and effective utilization of the resources available to Entity and Harris County is necessary for the prompt and efficient rescue, care, and treatment of persons victimized or threatened by disaster.

Chapter 791 of the Texas Government Code authorizes interlocal agreements between local governmental entities such as Entity and Harris County. Chapter 791 authorizes such entities to contract for emergency assistance, section 791.27; governmental functions and services, section 791.011, including police protection and detention services; public health and welfare; planning; administrative functions; and, other governmental functions in which the contracting entities are mutually interested, section 791.003(3), such as those provided in chapter 418 of the Texas Government Code.

Section 418.107(c) of the Texas Government Code provides that a political subdivision may render aid to other subdivisions under mutual aid agreements.

The Parties hereto desire to enter into an agreement to provide mutual aid consistent with the mutual aid and emergency assistance plans approved by their governing body.

NOW, THEREFORE, Entity and Harris County, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

T E R M S:

I.

If Entity is a county or incorporated city, both Entity and Harris County shall each appoint an Emergency Management Coordinator to take all steps necessary for the implementation of this Agreement. If Entity is an independent school district, public junior college district, emergency services district, other special district, joint board, or other entity defined as a political subdivision under the laws of the State of Texas that maintains the capability to provide mutual aid, or organized volunteer group as defined in Section 418.004(5) of the Texas Government Code, Entity's chief, highest ranking officer, or Emergency Management Coordinator, as applicable, shall take all steps necessary for the implementation of this Agreement.

II.

It shall be the duty of each Party to formulate emergency management plans and programs that incorporate the use of available resources, including personnel, equipment, buildings, and supplies necessary to provide mutual aid and emergency assistance. If Entity is a county or incorporated municipality, Entity shall have an approved Emergency Management Program as defined by the Texas Division of Emergency Management.

This Agreement shall apply to the dispatch of emergency service responses by either or both Parties in response to a disaster as that term is defined in section 418.004 of the Texas Government Code, and in response to actual and imminent incidents that endanger the health, safety, or welfare of the public and require the use of special equipment, trained personnel, or personnel in larger number than are locally available in order to reduce, counteract, or remove the danger caused by the incident. This Agreement includes the provision of materials, supplies, equipment, and other forms of aid by and between the Parties including the staffing and equipping of emergency operations, and participation by personnel in exercises, drills, or other training activities designed to train and prepare for, cope with, respond to, recover from, or prevent the occurrence of any disaster.

In carrying out emergency management plans and programs, the Parties shall, insofar as possible, provide and follow uniform standards, practices and rules and regulations, including but not limited to the following:

- Warnings and signals for exercises or disasters and the mechanical devices to be used in connection therewith.
- Shutting off water mains, gas mains, and electric power connections, and the suspension of all other utility services.
- Selection of all materials, equipment or buildings used or to be used for emergency management purposes to assure that such materials and equipment will be easily and freely interchangeable when used by either Party hereto.
- The conduct of civilians and the movement and cessation of movement of pedestrian and vehicular traffic prior to, during, and subsequent to exercises or disasters.
- The safety of public meetings or gatherings.

As further set forth below, each Party shall coordinate the emergency responses within its scope of responsibility under this Agreement.

Either Party, when requested to provide mutual aid or emergency assistance, may take such action as is necessary to provide and make available the resources covered by this Agreement in accordance with the terms hereof, provided however, the Party rendering aid (the "Responding Party") to the Party receiving assistance (the "Requesting Party") may withhold resources to the extent necessary to provide other necessary governmental functions for itself.

When a request for emergency assistance is received, law enforcement, fire, emergency response personnel, and other resources shall be subject to the command and control of their respective agencies. However, the respective agencies shall coordinate their emergency responses and resources through the emergency management authorities of the Requesting Party. Any request for aid shall specify the amount and type of resources requested. However, the Responding Party shall determine the specific resources furnished. The personnel and resources deployed by the Responding Party shall report to the officer in charge of the incident and report through the incident chain of command. The Responding Party shall be released by the Requesting Party when the reserves of the Responding Party are no longer required or when the resources are needed within the Responding Party's normal emergency service area.

If Entity is a county with an Emergency Management Coordinator, each request for mutual aid assistance shall be made through the Emergency Management Coordinator of the Requesting Party to the Emergency Management Coordinator of the Responding Party.

If Entity is an incorporated municipality without an Emergency Management Coordinator, independent school district, public junior college district, emergency services district, other special district, joint board, or other entity defined as a political subdivision under the laws of the State of Texas that maintains the capability to provide mutual aid, or organized volunteer group as defined in Section 418.004(5) of the Texas Government Code, Entity's requests for mutual aid assistance shall be made through Entity's chief or highest ranking officer to Harris County's Emergency Management Coordinator, Sheriff, Fire Marshal, Public Health Director, or an elected Constable. Harris County's requests for mutual aid assistance shall be made through its Emergency Management Coordinator, Sheriff, Fire Marshal, Public Health Director, or an elected Constable to Entity's chief or highest ranking officer.

In the event of rapidly developing emergencies occurring within the jurisdiction of the Requesting Party and near the Responding Party's boundary, the Responding Party's law enforcement and/or emergency responders will respond as they are able, without the prior request of the Requesting Party, as provided by applicable law. The Responding Party's emergency response units will establish control of the scene. The Responding Party and staff representing other governmental entities requested to provide mutual assistance will provide assistance and resources as available in accordance with the existing emergency management plans and programs. The Responding Party's resources will remain on the scene as needed. In such event this Agreement shall be in effect.

When mutual aid assistance will be provided for more than 12 consecutive hours, the Requesting Party shall, prior to the expiration of the 12th hour, confirm in writing to the Responding Party that the Requesting Party desires continued mutual aid assistance from the Responding Party. Notwithstanding the above, if, due to the nature of the emergency, disaster, or other condition requiring mutual aid, the Requesting Party cannot confirm its request for continued mutual aid assistance before the expiration of the 12th hour, the written request must be sent as soon as practicable, but in all cases, within 90 days of the verbal request.

III.

Nothing in this Agreement shall be construed as making either Party responsible for the payment of compensation and/or any benefits including, but not limited to, health, workers' compensation, disability, death, and/or dismemberment insurance for the other Party's employees, contractors, vendors, or other workers. Nothing in this Agreement shall be construed as making either Party responsible for the payment of property, motor vehicle, or other insurance, on the other party's equipment, buildings, supplies, or other property or assets.

IV.

Notwithstanding Section III of this Agreement, if a Party hereto requests mutual aid assistance that requires a response that exceeds 12 consecutive hours, the Requesting Party shall reimburse the Responding Party its actual cost for providing mutual aid assistance to the Requesting Party after the first 12 hours, including costs for personnel, operation and maintenance of equipment, damaged equipment, food, lodging, and transportation, provided that, in no event shall the cost for a service or item be greater than the rate, as such rates are amended from time to time, set by the Federal Emergency Management Agency (FEMA) for the substantially same service or item. FEMA rates are available at <http://www.fema.gov/schedule-equipment-rates>. The Parties mutually agree that a Responding Party shall not be entitled to and will not seek reimbursement from a Requesting Party for either: (a) assistance provided that does not exceed 12 consecutive hours or (b) for assistance provided during the initial 12 hours of the response.

Each Party hereto agrees to comply with such statutory and constitutional provisions, or other contracts, rules, regulations, ordinances, guidelines, procedures, or conventions, as apply to it with regard to the appropriation of funds for the payment of contractual obligations. Each Party hereto understands and acknowledges, that funds for the payment of Harris County's obligations inuring under or out of this Agreement, irrespective of the nature thereof, are available to the extent such funds are appropriated by Order of Harris County Commissioners Court, and certified as provided by law, by the Harris County Auditor, as available from current funds set aside in the annual budget in which the expenditures are incurred before expenditure of such funds. It shall be the responsibility of each Responding Party to assure itself that sufficient funds have been allocated to pay for the services provided. In the event Harris County fails to appropriate sufficient funds to perform its obligations arising out of or in relation to this Agreement, Entity acknowledges and agrees that its sole and exclusive remedy is to terminate participation in this Agreement.

The Responding Party is responsible for the work it performs under this Agreement. No later than the 90th day after services are performed under this Agreement, the Responding Party shall submit an invoice to the Requesting Party. Supporting documentation as mutually agreed upon

will be supplied. The Responding Party shall maintain auditable records verifying each service or item and the dates provided. The Responding Party shall warrant that all billing data submitted is complete and truthful. The Requesting Party will review each invoice and statement and modify it as necessary and appropriate and, thereafter, forward the same to the appropriate official, in the case of Harris County to the Harris County Auditor, for payment. Requesting Party reserves the right to withhold payment of any questionable charges or expenses, including, but not limited to, any charges in excess of the rate set by FEMA for the substantially same service or item. Should the Requesting Party determine that any payment has been made to a Responding Party in excess or in error for any reason whatsoever, Requesting Party may recoup from the Responding Party the amount made in excess or in error. Within 90 days of receipt of a request for repayment of an amount made in excess or in error, the overpaid Party shall return the amount paid in excess or in error.

V.

Neither Party to this Agreement waives or relinquishes any immunity or defense on behalf of itself, its officers, employees, agents, and volunteers as a result of its execution of this Agreement and the performance of the covenants contained herein. Furthermore, neither the terms of Section III and Section IV, nor any other provision in this Agreement, shall prohibit either Party from seeking financial aid or in-kind reimbursement from any state or federal agency or program.

Pursuant to section 421.062 of the Texas Government Code, the Responding Party is not responsible for any civil liability that arises from any act or omission made within the course and scope of its functions to provide a service under this Agreement that is related to a homeland security activity. The Parties understand and agree that the Requesting Party does not assume civil liability under any theory of law for the actions of the Responding Party in providing services hereunder.

If the equipment is damaged or destroyed, the owner may seek recovery through insurance acquired by the owner, reimbursement as set forth in Section IV, or through any other resources available to the owner.

VI.

This Agreement shall terminate on the last day of February of each year and shall automatically renew for a one-year term, subject to continued funding and certification of funds as referenced in Section IV, unless the governing body of either Party gives notice received no later than the preceding December 1 of its desire to terminate the agreement. Unless notice of termination is received by December 1, the agreement shall continue in force and remain binding subject to funding and certification as referenced in Section IV. Notwithstanding the above, the Emergency Management Coordinator of Harris County may suspend the operation of this agreement at any time during a term upon notice to the other party.

VII.

Except as otherwise provided in this Agreement, any notice required to be given under this Agreement shall be in writing and shall be duly served when it is deposited, enclosed in a

wrapper with the proper postage affixed and duly certified, return-receipt requested, in a United States post office, addressed to a Party at the following addresses.

To Harris County: Harris County Commissioners Court
1001 Preston, Suite 911
Houston, Texas 77002
Attention: Harris County Judge

With a copy to:
Harris County Office of Homeland Security & Emergency
Management
6922 Old Katy Road
Houston, Texas 77024
Attention: Emergency Management Coordinator

To _____:

_____, Texas _____
Attention: _____

Either Party may designate a different address by giving the other Party ten days' written notice.

VIII.

The Parties shall observe and comply with all applicable federal, Texas, and local laws, rules, ordinances, and regulations affecting the conduct of services provided and the performance of obligations undertaken by this Agreement. In case any one or more provisions contained in this Agreement is held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

IX.

The presiding officer of the governing body of each Party to this Agreement shall notify the Harris County Office of Homeland Security and Emergency Management (the "Office") of the manner in which the Party is providing or securing an emergency management program, identify the person who heads the agency responsible for the program, and furnish additional pertinent information that the Office requires. The person so designated shall accomplish training prescribed by the Office where applicable.

X.

This Agreement should be construed in a manner consistent with the Texas Disaster Act of 1975, chapter 418 of the Texas Government Code, and the Texas Interlocal Cooperation Act, chapter 791 of the Texas Government Code, as they may hereafter be amended. As used in this Agreement, the term "disaster" has the meaning given it in section 418.004 of the Texas Government Code.

XI.

Mandatory and exclusive venue of any dispute between the Parties to this Agreement shall be in Harris County, Texas.

XII.

This Agreement is not intended to be an exclusive agreement, and each Party may enter into other similar agreements.

XIII.

This Agreement replaces and terminates any previous existing mutual aid agreement for like services entered into by the same Parties.

IN WITNESS WHEREOF, this instrument has been executed on behalf of Harris County by a duly authorized representative of Harris County, and on behalf of the City of Bellaire, Texas by an authorized representative of the City of Bellaire, Texas.

APPROVED AS TO FORM
VINCE RYAN
Harris County Attorney

HARRIS COUNTYBy: 

Marva Gay
Assistant County Attorney

By: _____

ED EMMETT
County Judge

Date Signed: _____

CITY OF BELLAIRE

By: _____

Print Name: _____

Title: _____

Date Signed: _____

Attachment: Interlocal Mutual Aid Agreement with Harris County (1344 : Interlocal Mutual Aid Agreement with Harris County)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 09/08/14 07:00 PM
Department: Mayor and Council
Category: Appointment
Department Head: Tracy L. Dutton
DOC ID: 1351

SCHEDULED**ACTION ITEM (ID # 1351)**

Item Title:

Discussion and possible action on a request from Councilman Pat B. McLaughlan to establish an Ad Hoc Committee to serve in an architectural advisory capacity to Council regarding the development of the new City Hall and other new City facilities; the method of appointment and size of the Ad Hoc Committee should be included in City Council's discussion and possible consideration of the request.

Background/Summary:

Councilman Pat B. McLaughlan has requested an agenda item to discuss and consider taking action on the establishment of an Ad Hoc Committee to serve in an architectural advisory capacity to Council regarding the development of a new City Hall and other new City facilities. The method of appointment and size of the Ad Hoc Committee should be a part of the discussion and action if desired by City Council.

The purpose of the Ad Hoc Committee would be to achieve greater citizen voice in the development of our City Hall and other facilities. A small group of citizens, preferably with experience in the architectural field, could lend valuable support to City Council in their advisory capacity as a member of the Ad Hoc Committee. The appointment of such Ad Hoc Committees is described in the City of Bellaire Boards and Commissions Handbook (copy attached hereto).

The reconstruction of new City facilities is a major event both financially and in terms of visual impact, functionality and durability. Transparency and citizen participation in the process must be a part of our reconstruction process. Outstanding architecture and longevity in construction methods must be key objectives throughout our reconstruction process.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Councilman Pat B. McLaughlan requests favorable action on the appointment of an Ad Hoc Committee to serve in an advisory capacity to City Council in the development of City Hall and other City facilities.

ATTACHMENTS:

- Excerpt from Boards and Commissions Handbook - Ad Hoc Committees (PDF)

members are appointed by the Mayor and one citizen member is appointed by the entire City Council to a one-year term commencing February 1 each year through January 31 of the following year, with a maximum of three consecutive terms. The AFB reports to the City Council at the time the audit is presented and at any other time as the AFB deems appropriate. Meetings are as needed, but at least annually. [\[link to Code of Ordinances, Ch. 2, Div. 3, AFB\]](#)

(b) Cultural Arts Board. The Cultural Arts Board (“CAB”) enhances the quality of life in Bellaire through visual and performing arts that transform the places our citizens live, work, and play [\[link to Arts Plan\]](#). It attempts to create more welcoming and beautiful environments through the integration of artistic styles. Such created environments attempt to reflect a vibrant image of Bellaire as a contemporary and progressive city. The CAB submits to the City Council recommendations for public art projects and improvements for public spaces within the City. [\[link to Code of Ordinances, Ch. 2, Div. 3, CAB\]](#)

(c) Environmental and Sustainability Board. The Environmental and Sustainability Board (“ESB”) reviews and makes advisory recommendations to the City Council in the initiation, prioritization and development of public education programs, policies, and actions relating to environmental sustainability, including but not limited to energy and natural resource conservation and recycling. The ESB regularly publishes a newsletter covering these topics [\[link newsletter\]](#). [\[link to Code of Ordinances, Ch. 2, Div. 3, ESB\]](#)

(d) L.I.F.E. Advisory Board. The L.I.F.E. (Living, Information, Fun and Enrichment) Advisory Board (“L.I.F.E. Board”) provides input to the Parks and Recreation Department from the community regarding services and programs that have been or could be implemented by the City for the benefit and assistance of mature adults (aged 50 and older). [\[link to L.I.F.E. page and newsletter\]](#). [\[link to Code of Ordinances, Ch. 2, Div. 3, L.I.F.E.\]](#)

(e) Parks and Recreation Advisory Board. The Parks and Recreation Advisory Board (“PRAB”) advises the City Council and the Parks and Recreation Department regarding policy matters pertaining to City Parks and Recreation. It may undertake studies of the park facilities and public recreation programs for their improvement and makes recommendations to the City Council. [\[link to Code of Ordinances, Ch. 2, Div. 3, PRAB\]](#)

F. Ad Hoc Committees.

The City Council may from time to time establish and appoint ad hoc committees for specific advisory purposes where such committees’ existence is limited to a period of one year or less. Examples of ad hoc committees are the Charter Review Commission, the Sunset Review Committee, and Council Committees on Facilities and Infrastructure Improvement, Strategic Plan & Development, Budget/Finance, Citizens’ Health, Safety

and Welfare and City Manager's Drainage committees. [link to Code of Ordinances, Ch. 2, Div. 3](#)