

# CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

FEBRUARY 2, 2015

---

Civic Center

Special Session and Regular Session

6:00 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.***

**I. SPECIAL SESSION - 6:00 P.M.****A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.****B. Presentation:**

Presentation by City Engineer James Andrews, P.E., regarding an update on the City's streets and drainage infrastructure.

(Requested by Brant Gary, Public Works)

**C. Adjournment.****II. REGULAR SESSION (STATE OF THE CITY ADDRESS) - 7:00 P.M.****A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.****B. Inspirational Reading and/or Invocation - Pat B. McLaughlan, Councilman.****C. Pledges to the Flags - Pat B. McLaughlan, Councilman.****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. 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 City Clerk Tracy L. Dutton 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.]

**E. Reports and Presentations:****1. Boards and Commissions Governed by State Law:****a. Board of Adjustment:**

Presentation by Chair Deborah Sharp of the 2014 Annual Report of the Board of Adjustment of the City of Bellaire, Texas.

(Requested by John McDonald, Development Services)

**b. Building and Standards Commission:**

Presentation by Chair Laura Thurmond of the 2014 Annual Report of the Building and Standards Commission of the City of Bellaire, Texas.

(Requested by John McDonald, Development Services)

**c. Planning and Zoning Commission:**

Presentation by Chair Winfred Frazier of the 2014 Annual Report of the Planning and Zoning Commission of the City of Bellaire, Texas.

(Requested by John McDonald, Development Services)

**2. Boards and Commissions Governed by City Charter, Ordinance or Resolution:****a. Cultural Arts Board:**

Presentation by Chair Terry Leavitt-Chavez of the 2014 Annual Report of the Cultural Arts Board of the City of Bellaire, Texas.

(Requested by Diane K White, City Manager's Office)

**b. Environmental and Sustainability Board:**

Presentation by Chair William (Bill) Stone of the 2014 Annual Report of the Environmental and Sustainability Board of the City of Bellaire, Texas.

(Requested by Brant Gary, Public Works)

**c. LIFE Advisory Board:**

Presentation by Chair Iola Pickul of the 2014 Annual Report of the LIFE Advisory Board of the City of Bellaire, Texas.

(Requested by Cheryl Bright-West, Parks, Recreation and Facilities)

**d. Parks and Recreation Advisory Board:**

Presentation by Vice Chair Paula Mey of the 2014 Annual Report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas.

(Requested by Karl Miller, Parks, Recreation and Facilities)

**3. State of the City Address:**

Presentation of the 2014 State of the City Address by Dr. Philip L. Nauert, Mayor of the City of Bellaire, Texas, consisting of a recap of the City's goals, accomplishments, and activities during the year.

(Requested by Tracy L. Dutton, City Clerk)

**F. 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.]

**G. Adjournment.**



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Public Works  
Category: Report  
Department Head: Brant Gary  
DOC ID: 1474

**SCHEDULED  
ACTION ITEM (ID # 1474)**

---

**Item Title:**

Presentation by City Engineer James Andrews, P.E., regarding an update on the City's streets and drainage infrastructure.

**Background/Summary:**

City Engineer James Andrews, P.E., will present an update on the City's streets and drainage infrastructure to members of City Council.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Director of Public Works Brant Gary recommends acceptance of the update/report into the record.

**ATTACHMENTS:**

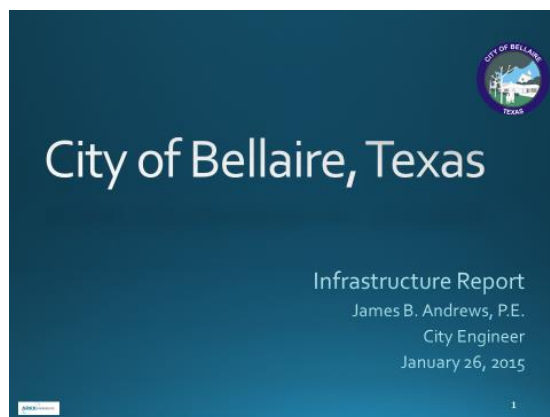
- City Engineer's Memo (PDF)
- PW Infrastructure Flow Chart (PDF)
- Fiscal Forecast Information (PDF)



# Memo

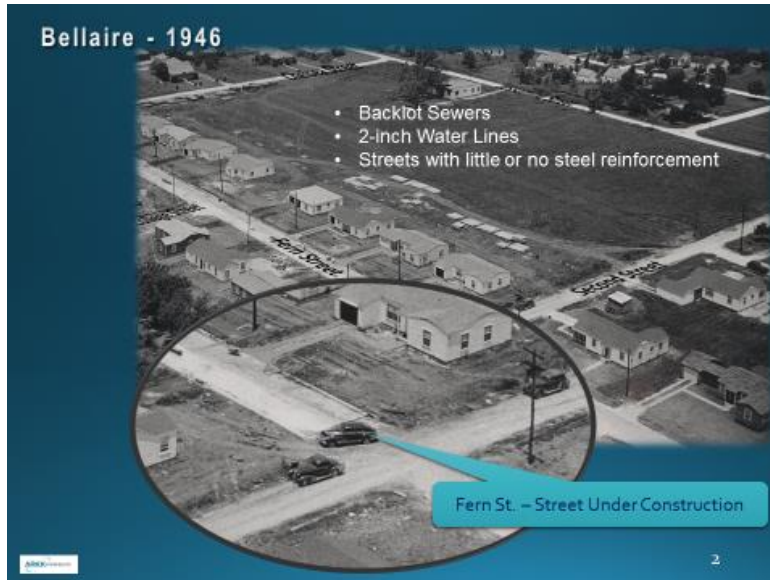
**To:** Paul Hofmann City Manager  
**From:** James Andrews, P.E. City Engineer  
**cc:** Diane White Assistant City Manager and Brant Gary Dir. PW  
**Date:** January 20, 2015  
**Re:** Infrastructure Report

---



Attachment: City Engineer's Memo (1474 : Infrastructure Update)

There have been many Capital Improvement Plans developed over the years to replace, rehabilitate and rebuild the City of Bellaire's infrastructure that was originally constructed in the 40's and 50's during the post-war building boom. The various plans focused on different infrastructure components depending on the City's most critical needs as defined at the time. Some CIP's were developed to improve the water and wastewater systems while others were geared to rehabilitating and/or rebuilding the street and drainage systems.



pay as you go or cash on hand to General Obligation bonds and Certificates of Obligation to low interest loans and grants.



There were even a few improvement programs that citizens paid a portion for themselves if they directly benefited from the improvement. The one real common thread behind each program was that while Bellaire's infrastructure had served the City well; it had reached its useful life and required expensive improvements.



**CRITICAL WASTEWATER NEEDS** In the mid 80's, the EPA placed Bellaire under an enforcement order to repair the wastewater collection system. The old concrete sanitary sewer lines were collapsing and allowing storm water to infiltrate into the sanitary sewer system and overload the WWTP and at times by-pass untreated sewage into Cypress Ditch. Bellaire utilized general obligation bonds, issued CO's and received low interest loans from the state to improve the

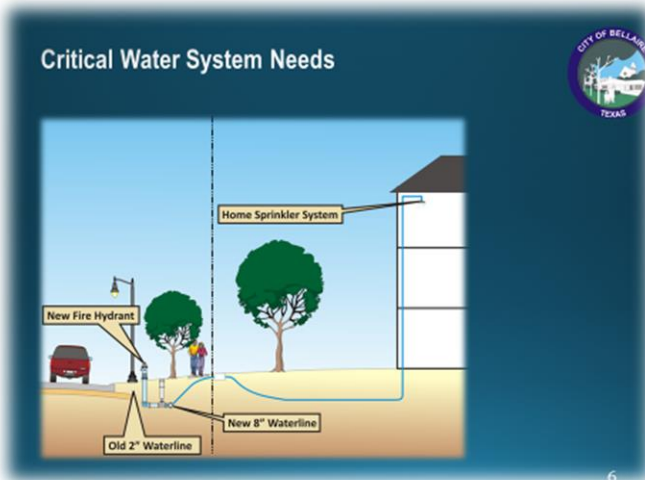
collection system. Bellaire was the first City in Texas to successfully complete a project under the Texas Water Development Board's State Revolving Fund Program.

The City went a step further than most municipalities in tightening up the leaky sanitary sewer collection system by requiring residents and businesses to rebuild their private service laterals because they too allowed infiltration of storm water. This was a very tough sell requiring citizens to pay for new laterals. To ease the burden to the residents of paying for new service laterals, the City successfully changed laws that prohibited the expenditure of public funds on private property. The new law allowed the City to construct the private house lateral with a City selected plumber contractor. The homeowner was given 5 years to pay the City back.

**CRITICAL WATER SYSTEM NEEDS** Similarly, the City had a fairly aggressive water distribution system replacement program during this same time period through the late 90's concentrating on upsizing

the 2-inch distribution lines to larger mains capable of supporting fire hydrants and delivering enough water to those new home sprinkler systems.

These sanitary sewer and water capital improvement programs replaced approximately 80% of the sanitary sewers and 50% of the waterlines throughout the City. There was really no choice about replacing these infrastructure system, but they were not necessarily the most critical infrastructure needs in the eyes of the residents.



### CRITICAL STREET NEEDS

In survey after survey, the streets above all other City facilities were noted as needing the most



improvements. that failure of the streets was caused by many factors including:

- General subsidence
- Unsealed joints and cracks
- Swelling and settlement of the base material
- Structural failure of the un-reinforced concrete
- Just plain age

A citizen committee reported



In November of 1982, the City Council adopted a Street Improvement Policy.

**1982 Street Policy  
Used in the Late 90s for Linden ,  
Laurel, & Willow**

- 5200 Block of Linden Street
- Reconstruction Cost \$224,000
- Residents Assessed \$31,250 or 14%
- City Funded \$192,750 or 86%
- Proved very costly for the City

ARKK Engineers

7


The policy addressed the selection of streets for improvements and it established a mechanism for citizens to initiate a street improvement by petition. In essence, the idea was for each homeowner to pay 25% of the cost for the street in front of their home. This program did not catch on in the 80's with no petitions for improvements submitted. In the early 90's, the City did receive a petition from residents on Linden, Laurel and Willow near the Bellaire Little League field.


But following the 1982 policy, the City ended up paying 86% of the cost of the reconstruction due to appraised value considerations dictated in the policy. City Officials determined this program would be cost prohibited if everyone petitioned for a new street. Still, a program was needed to improve the very poor condition of the street surfaces throughout Bellaire. The City began to perform maintenance and rehabilitation on some of the worst residential streets and concurrently solicited assistance from outside agencies with improving certain major roadways. So in the 80's and 90's, some of the worst residential streets were rehabilitated on a pay-as-you-go basis and METRO and TxDOT helped to



completely reconstruct major roads like Bellaire Boulevard and Bissonnet Street. Bellaire received funds through TxDOT's Principal Arterial Street System (PASS) program for Bellaire Blvd. and Bissonnet St. was funded by METRO.

It was generally agreed that it would take “forever” to reach all streets using the cash on hand method of funding. Still more and more citizens were requesting street improvements because of the deteriorated condition of most of the Bellaire streets. In March of 2000, the City requested that I present a program much like the total infrastructure replacement program the City of West University Place implemented a few years earlier. The plan was to propose a major program to start the discussion.





### High Impact Improvements

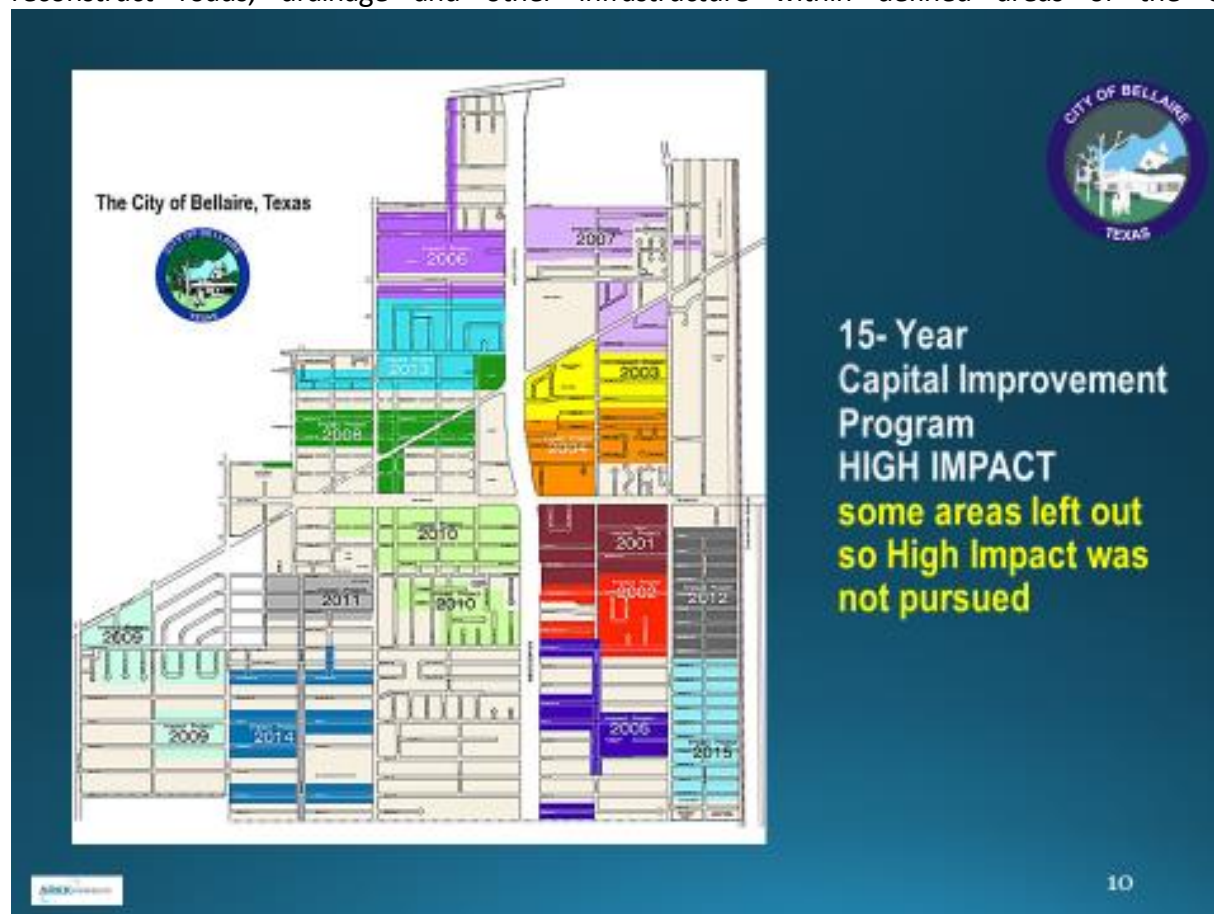
- \* Street and drainage work will receive top priority
- \* Aggressive sanitary sewer replacement will continue
- \* Upgrading of the water distribution system will continue
- \* Improvement of fire flow to neighborhoods in need
- \* Maintain flexibility to respond to areas of greatest need
- \* Development of an objective selection process
- \* Provide the “highest impact” to the citizens of Bellaire

---

**March 13, 2000  
Workshop Presentation**

13

This program proposed rebuilding the infrastructure throughout the City by areas, called High Impact Areas. On March 13, 2000, I presented a multi-year Capital Improvement Program to completely reconstruct roads, drainage and other infrastructure within defined areas of the City.



This plan never gained momentum.

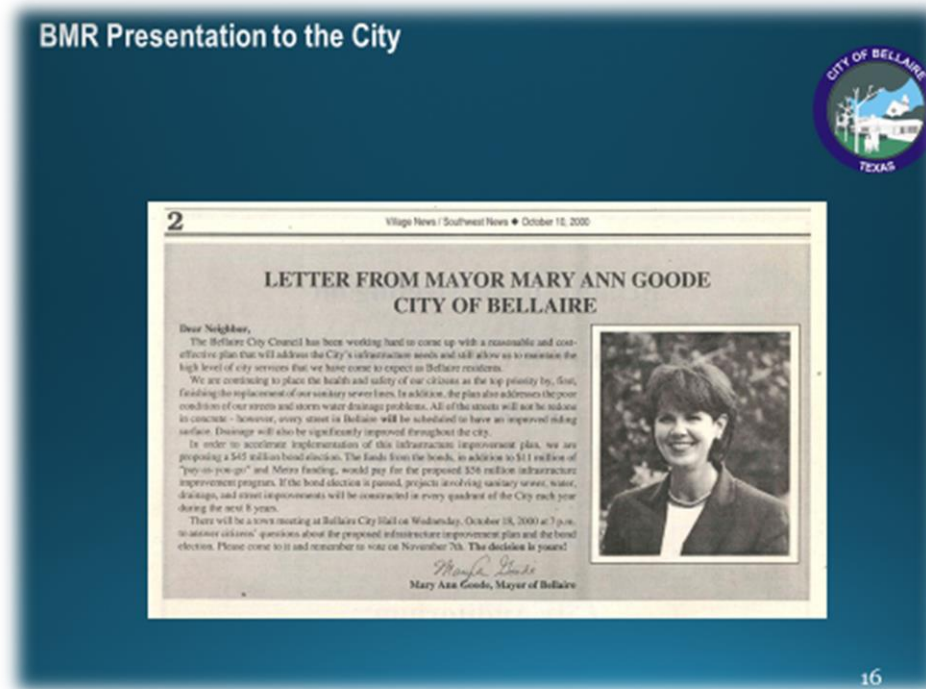
The problem many had with this High Impact approach was that it was expensive, would take decades to complete the entire City and they questioned if citizens would vote for improvements that occurred that far in the future. In other words, if someone lived on a particular street in an area that would not see any improvements for 15 to 20 years, would they vote for a program like this?

### **BELLAIRE MILLENNIUM RENEWAL**

A committee made up of council members, staff, engineers and financial advisors was put together to come up with a city wide program that could be accomplished in an 8-year period and provide some street improvements to virtually every street in the city. In short, focus on improving the riding quality of the roads in the city and accomplishing other critical infrastructure improvements.



After many meetings, the Bellaire Millennium Renewal Program was born and on November 7, 2000,



voters

their ballots on a bond package designed to:

in Bellaire cast

- Complete the replacement of the old concrete sanitary sewer system
- Upgrade critical water distribution lines improving fire flow to neighborhoods
- Fund the City's share of the IH 610 drainage improvements
- Reconstruct or rehabilitate approximately 8 miles of heavily traveled major thoroughfares
- Improve drainage along major thoroughfares and intersecting streets
- Reconstruct certain minor roadways with drainage improvements and perform maintenance and/or rehabilitation on the remaining neighborhood streets.

There were two bond referendums for BMR:

**Proposition 1:**

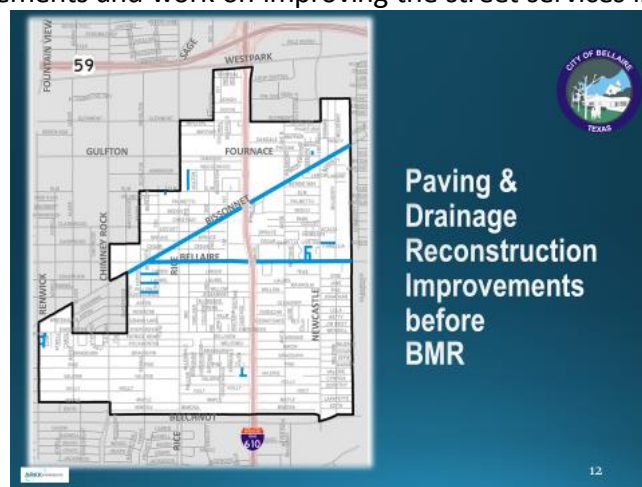
For or against authorizing the issuance of a little over \$23 million in GO Tax Bonds for Water System Sanitary Sewer System and Drainage Improvements.

**Proposition 2:**

For or against authorizing just under \$22 million for street improvements

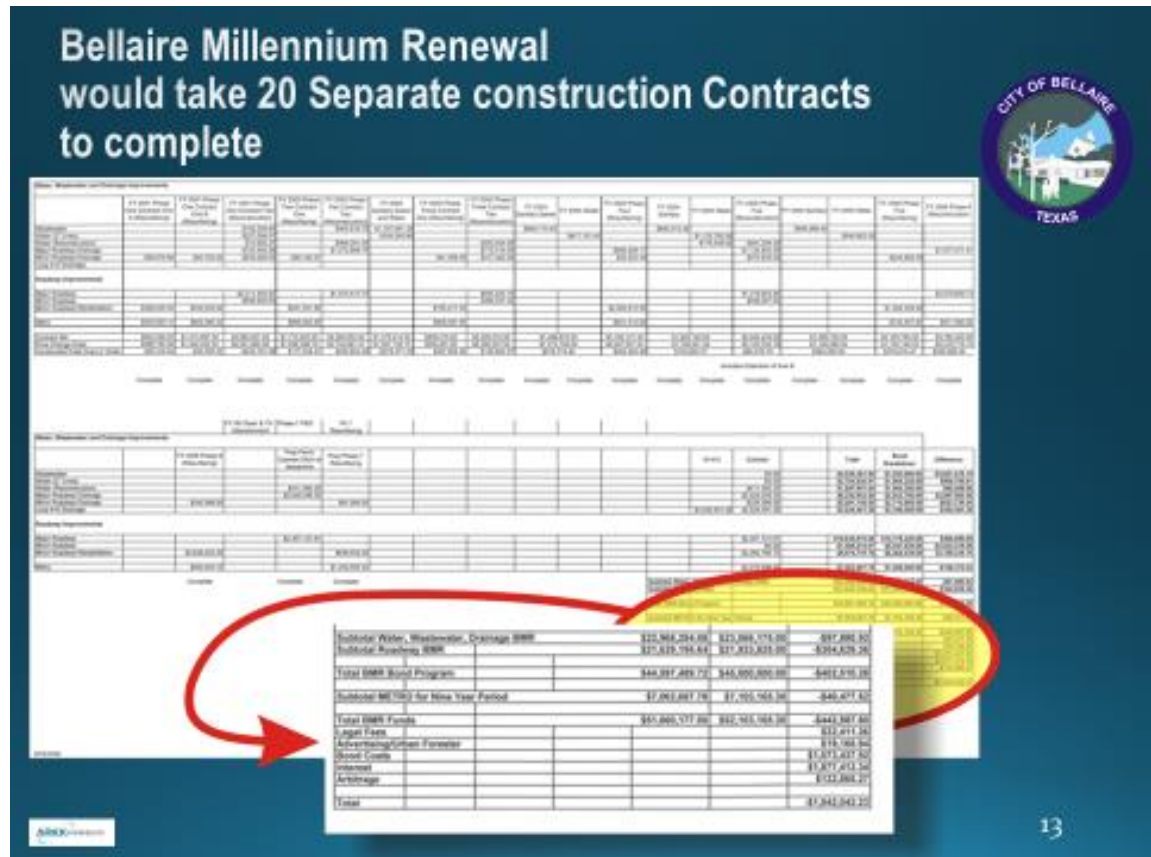


Both referendums passed overwhelmingly. The construction management of BMR was not easy. We were tasked with aggressively improving the sanitary sewers and water lines, build major drainage improvements and work on improving the street services in all quadrants of



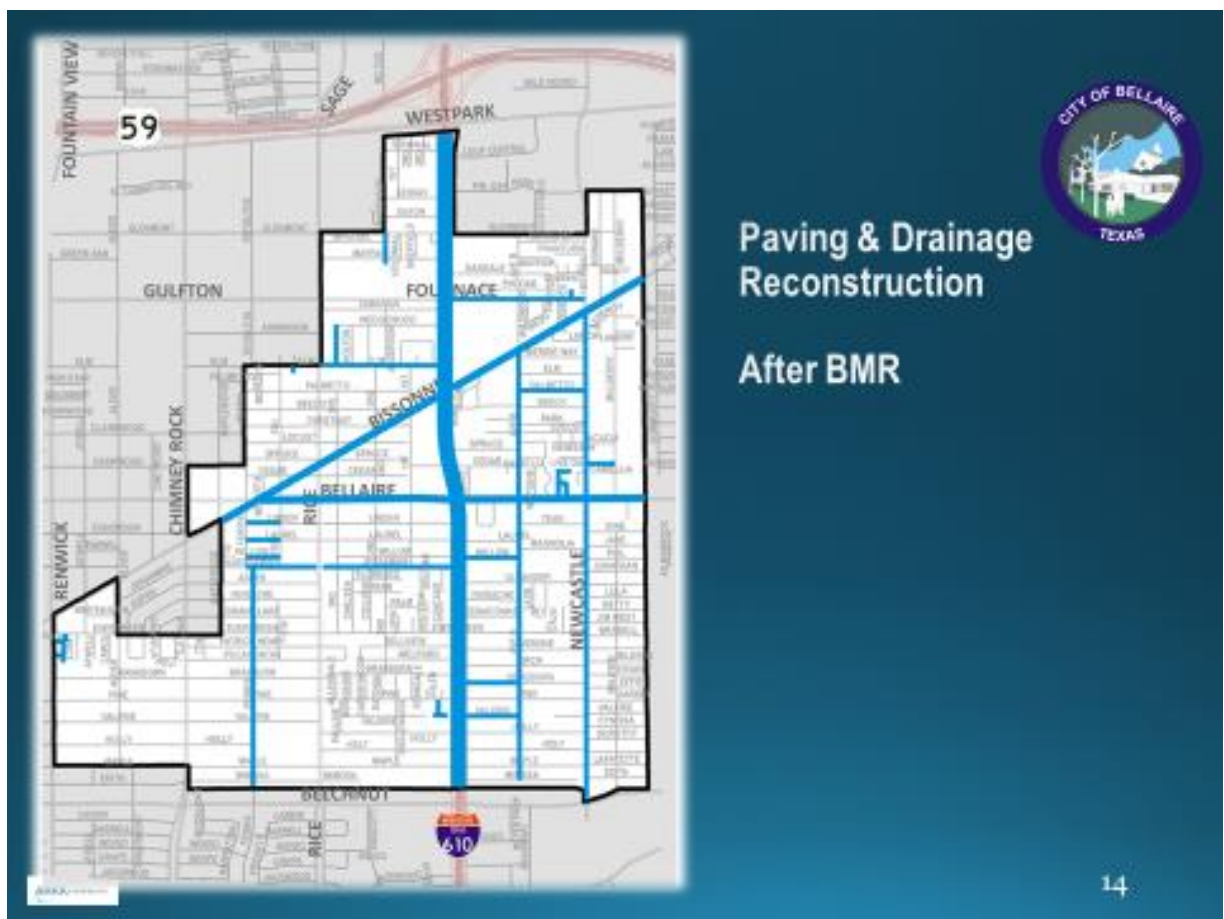
the City simultaneously.

There were 20 separate construction packages awarded, arbitrage issues to monitor, two contractors that went out of business during their projects forcing us to finish the projects with the bonding companies and multiple funding sources to pay for it.



The \$45 million BMR bond program was supplemented with \$801,000 of METRO funds received each year was completed on time and on budget and still successfully serves the City.

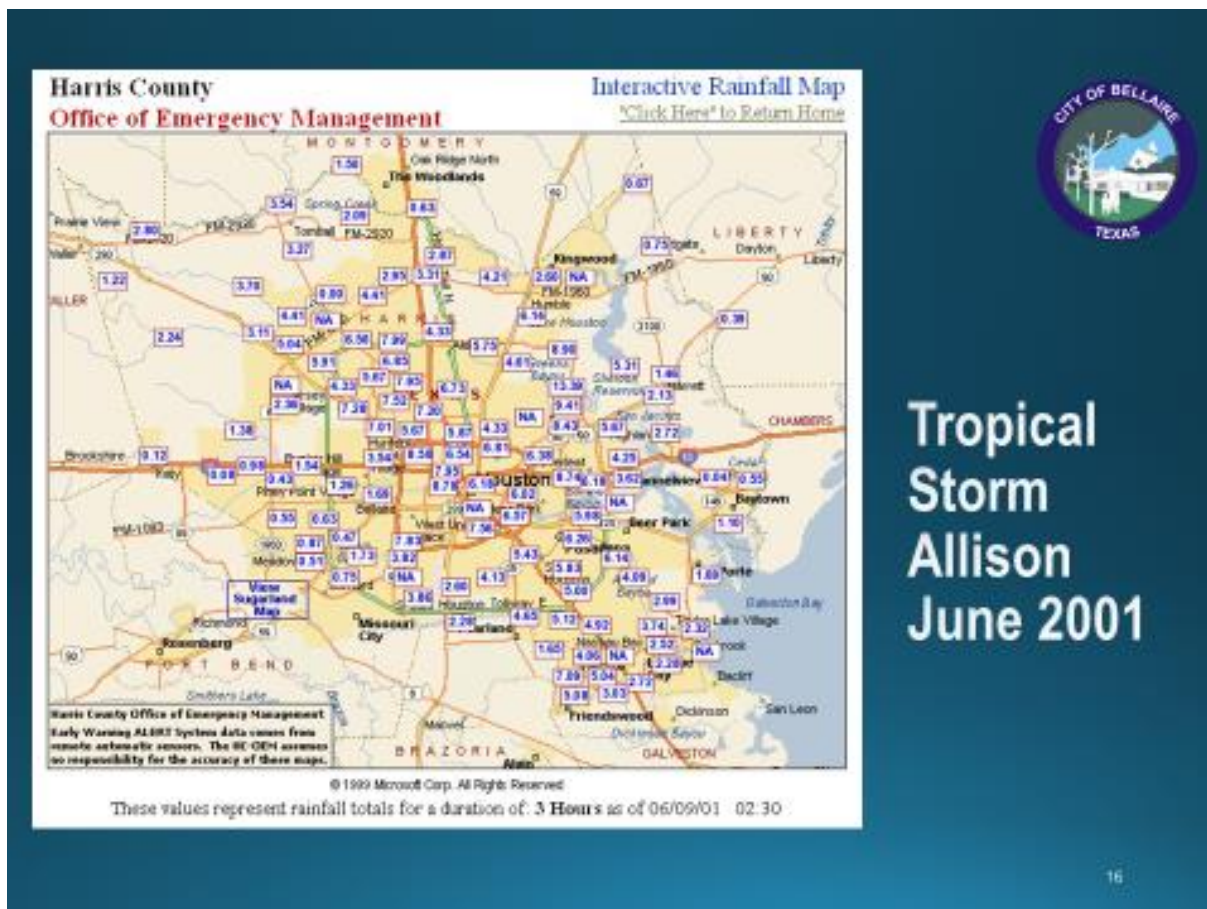
The major drainage components constructed during BMR serve as “the backbone” system for future improvements. BMR provided for doubling the drainage capacity of the IH610 system south of Bellaire Blvd., total reconstruction and major drainage improvements to Avenue B, Newcastle, Jessamine, Ferris, Fournace, Elm Street and several other roadways, and rehabilitation or maintenance of the remaining city streets.





## TROPICAL STORM ALLISON

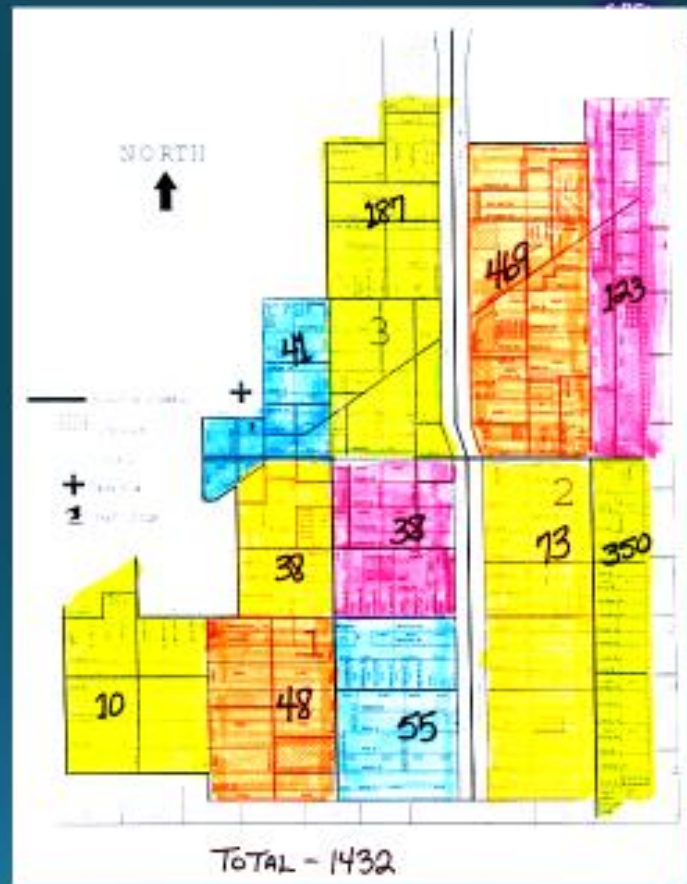
In June 2001, the City had just started the reconstruction of the first roadway project under the new Bellaire Millennium Renewal when Tropical Storm Allison settled in over the Houston area



with very little warning. Allison wasn't a hurricane that started off the coast of Africa taking weeks to reach the Gulf Coast. Tropical Storm Allison virtually popped up just off of the Texas Gulf Coast moved across our area and circled back again dropping huge amounts of rainfall over our area.

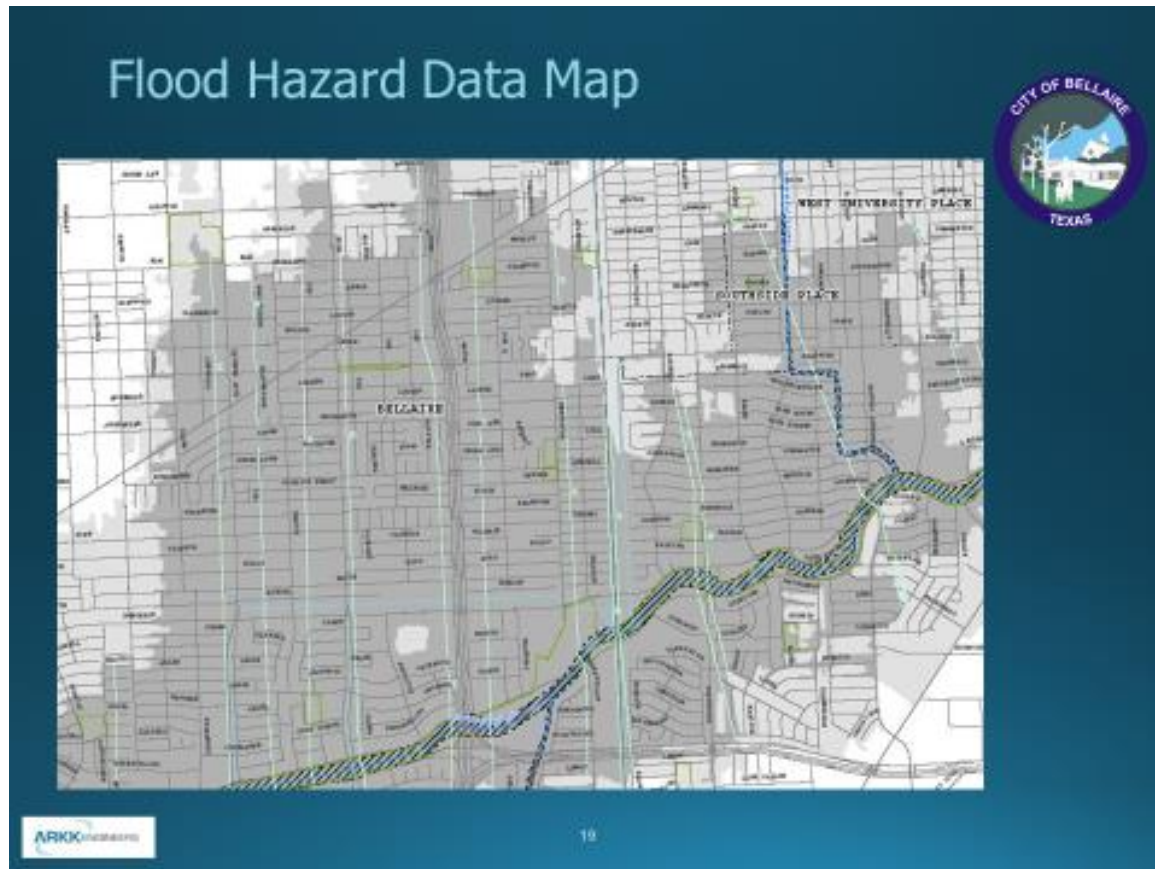
The floods caused by Allison captured the attention of City leaders all over our area and committees and workshops were started to discuss ways to improve drainage.

## Structures Flooded during Tropical Storm Allison



Attachment: City Engineer's Memo (1474 : Infrastructure Update)

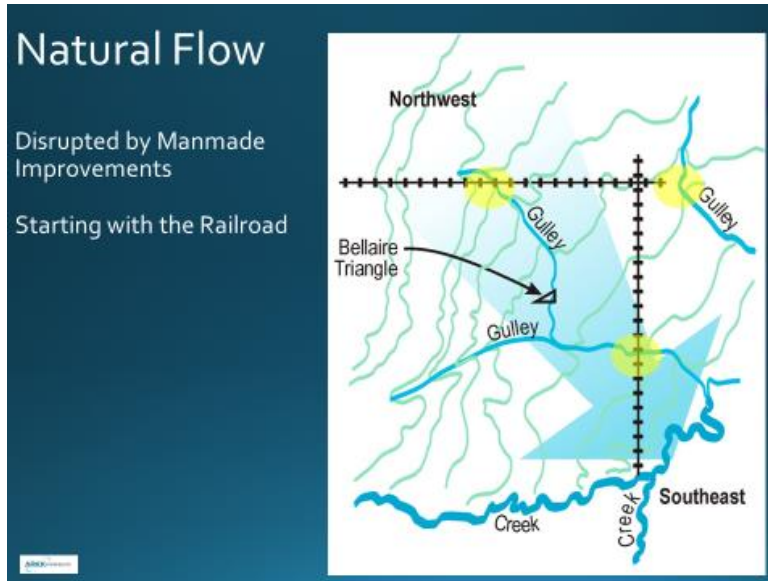
Tropical Storm Allison prompted a comprehensive remapping of Harris County's Floodplains and new FEMA Flood Insurance Rate Maps, commonly referred to as floodplain maps, shows which areas of the county are at a higher risk of flooding than others.



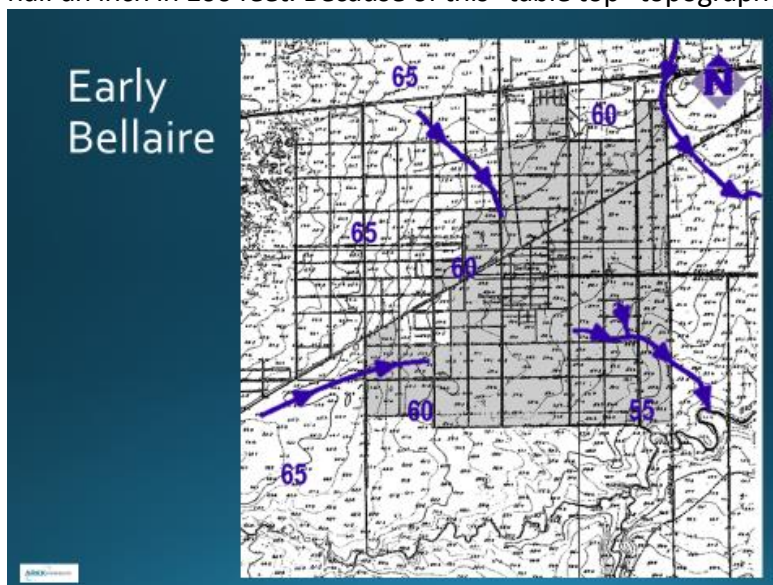


The drainage committee discussions focused on the history of drainage in the Bellaire area and types of flooding that typically could be experienced in Bellaire.

Natural drainage flow in the area where Bellaire exists today was from the northwest to the southeast overland and through gulleys toward creeks in the general vicinity of where Brays Bayou is today. Natural flow was disrupted with manmade improvements starting with the railroads.

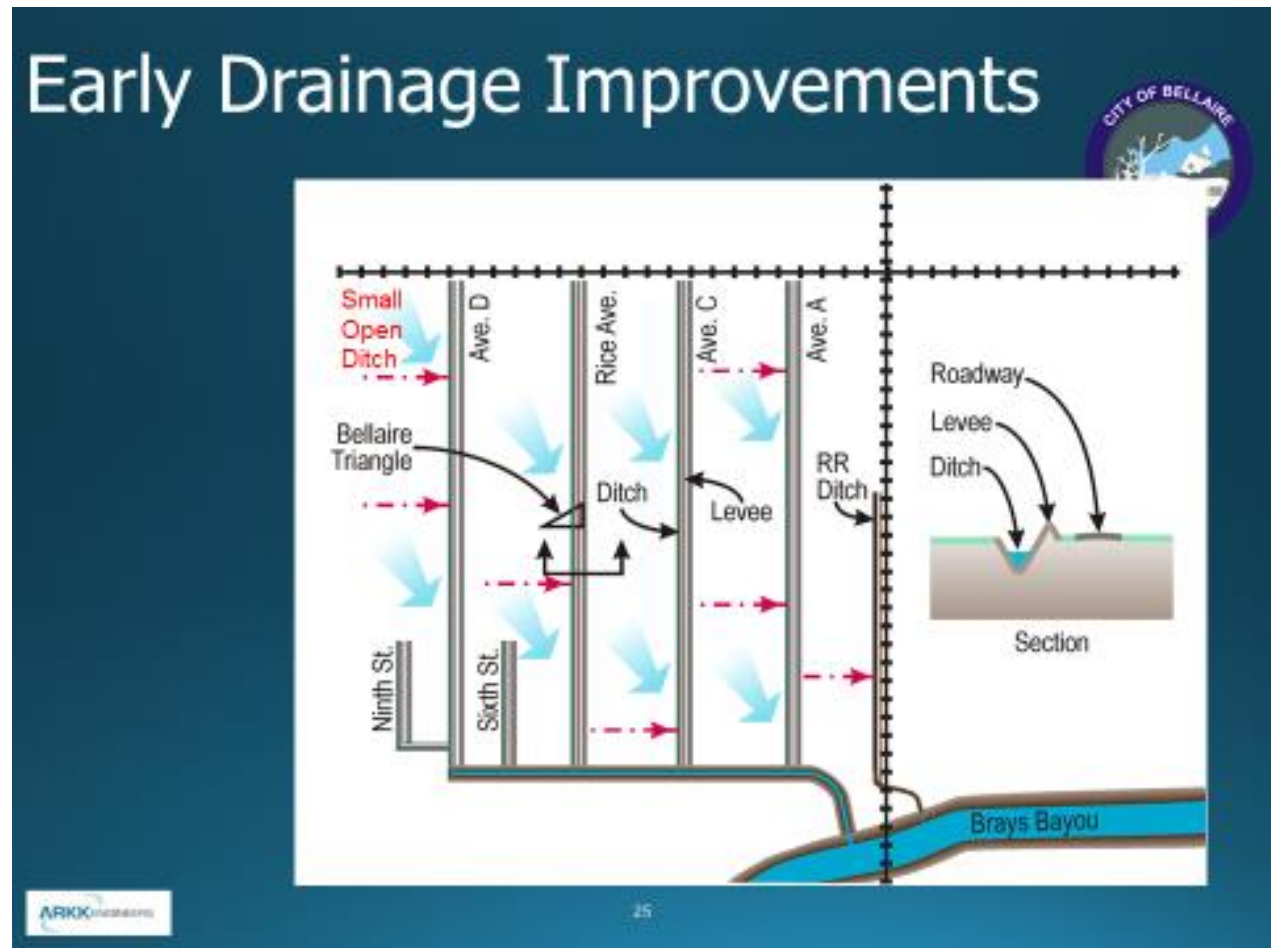


As Bellaire began to develop more and more changes occurred to the natural flow. Keep in mind, the area was and is very flat, sloping only about 5 ft. over 10,000 feet or a little over half an inch in 100 feet. Because of this “table top” topography, the area never drained well.

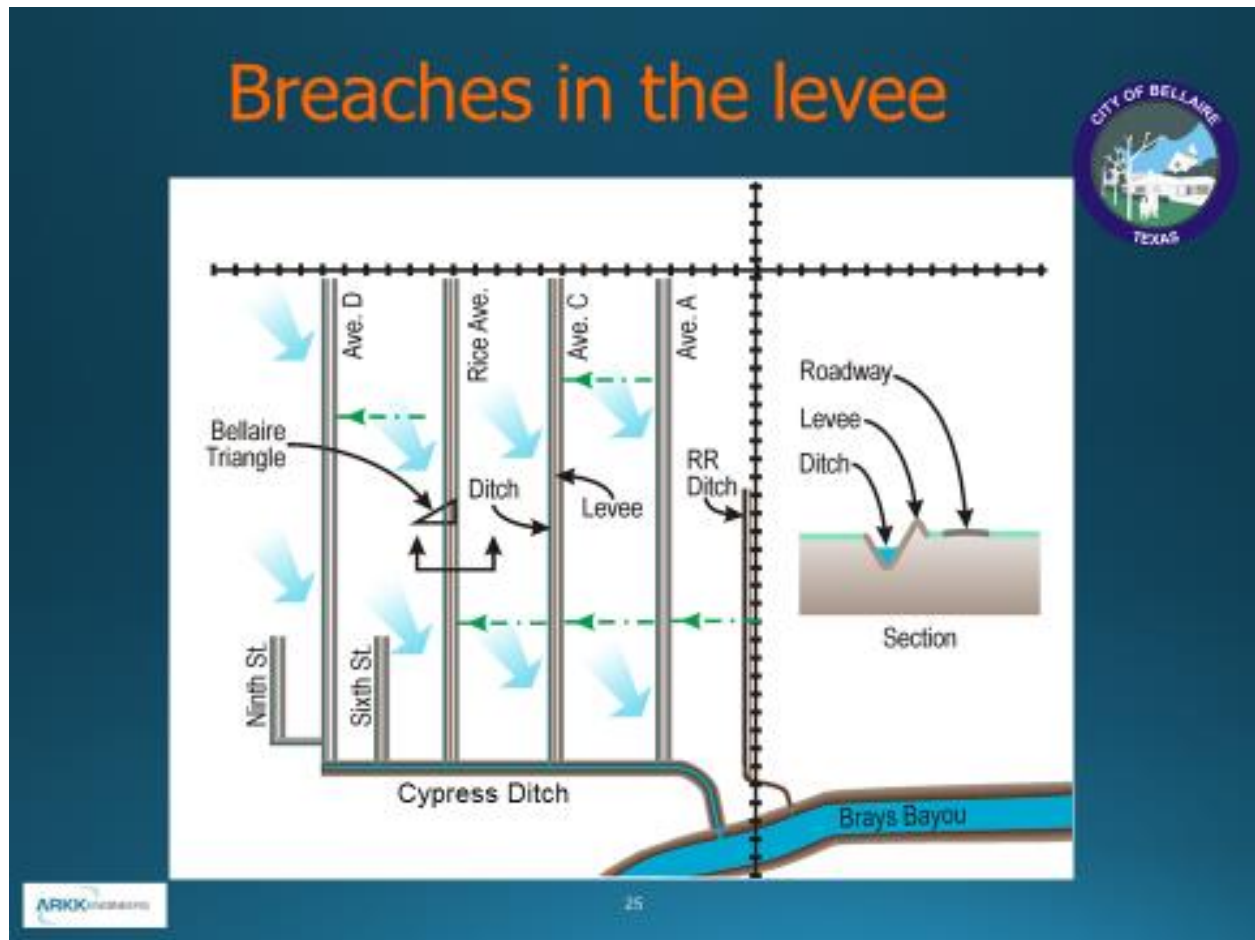




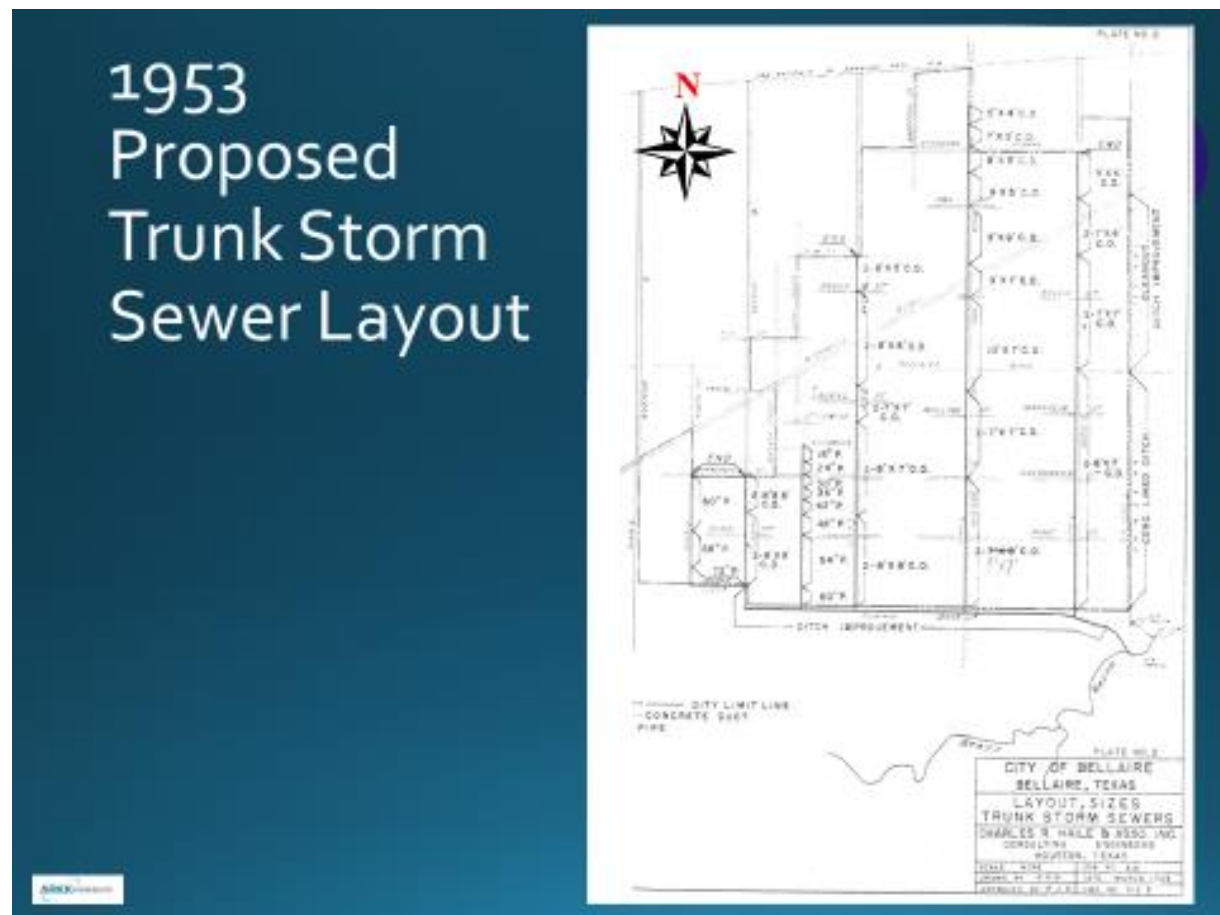
Very early drainage improvements consisted of a system of north/south ditches with a levee on the east side of the ditch to keep flood waters from overtopping the ditch and flooding areas to the east. Small lateral roadside ditches were constructed to drain the areas west of the main N/S ditches.



The levee systems protecting areas to the east were eventually breached by small lateral ditches built with the intention of improving drainage when they actually allowed storm water during heavy rain events to flow to the east.



This 1953 storm sewer map is hard to read but it shows the systems that were constructed to replace the ditch systems. Many of these north/south underground storm sewer drainage arterials built in the 50's are the same ones that exist today. Like the 2 - 8'x 8' box storm sewers on S. Rice outfalling to Cypress Ditch.

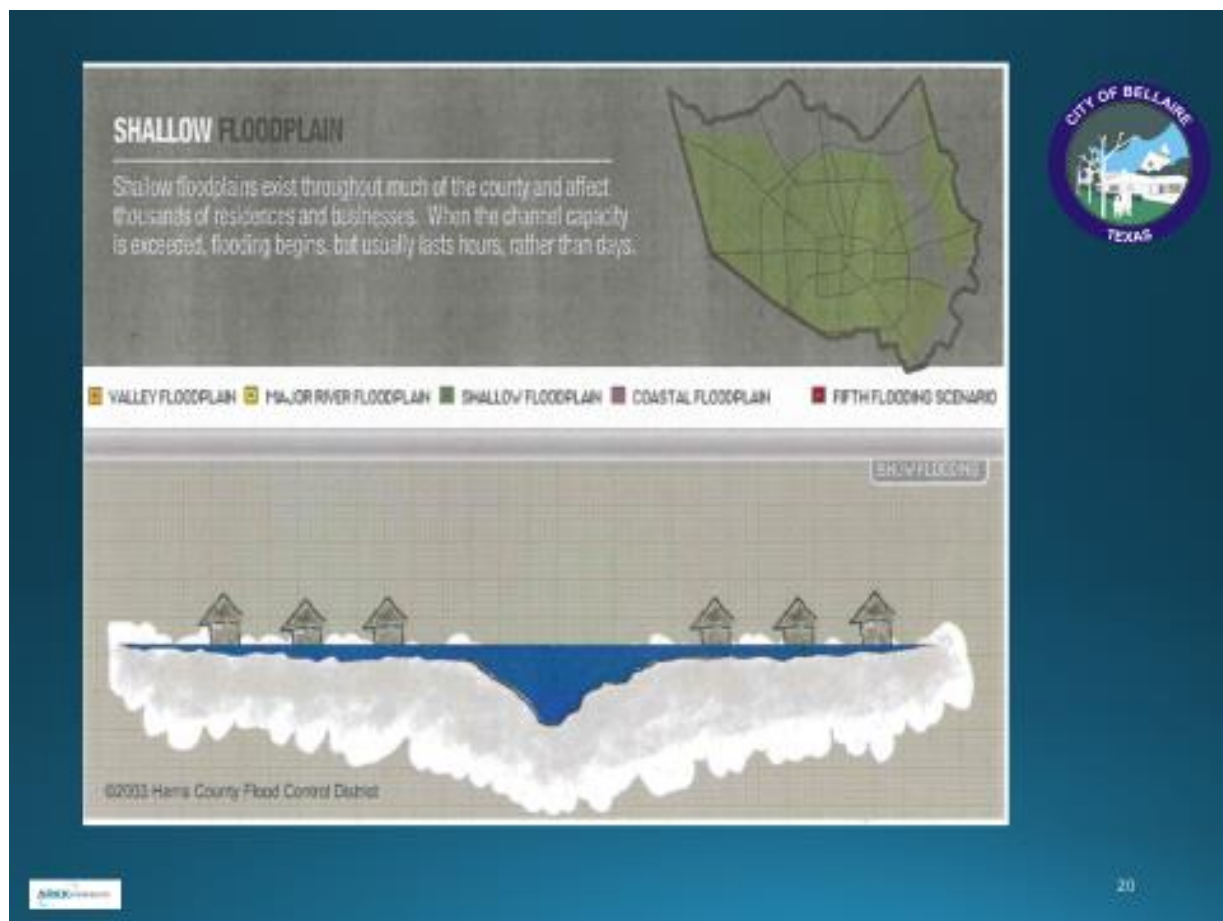


**Attachment: City Engineer's Memo (1474 : Infrastructure Update)**

## TYPES OF FLOODING IN THE BELLAIRE AREA

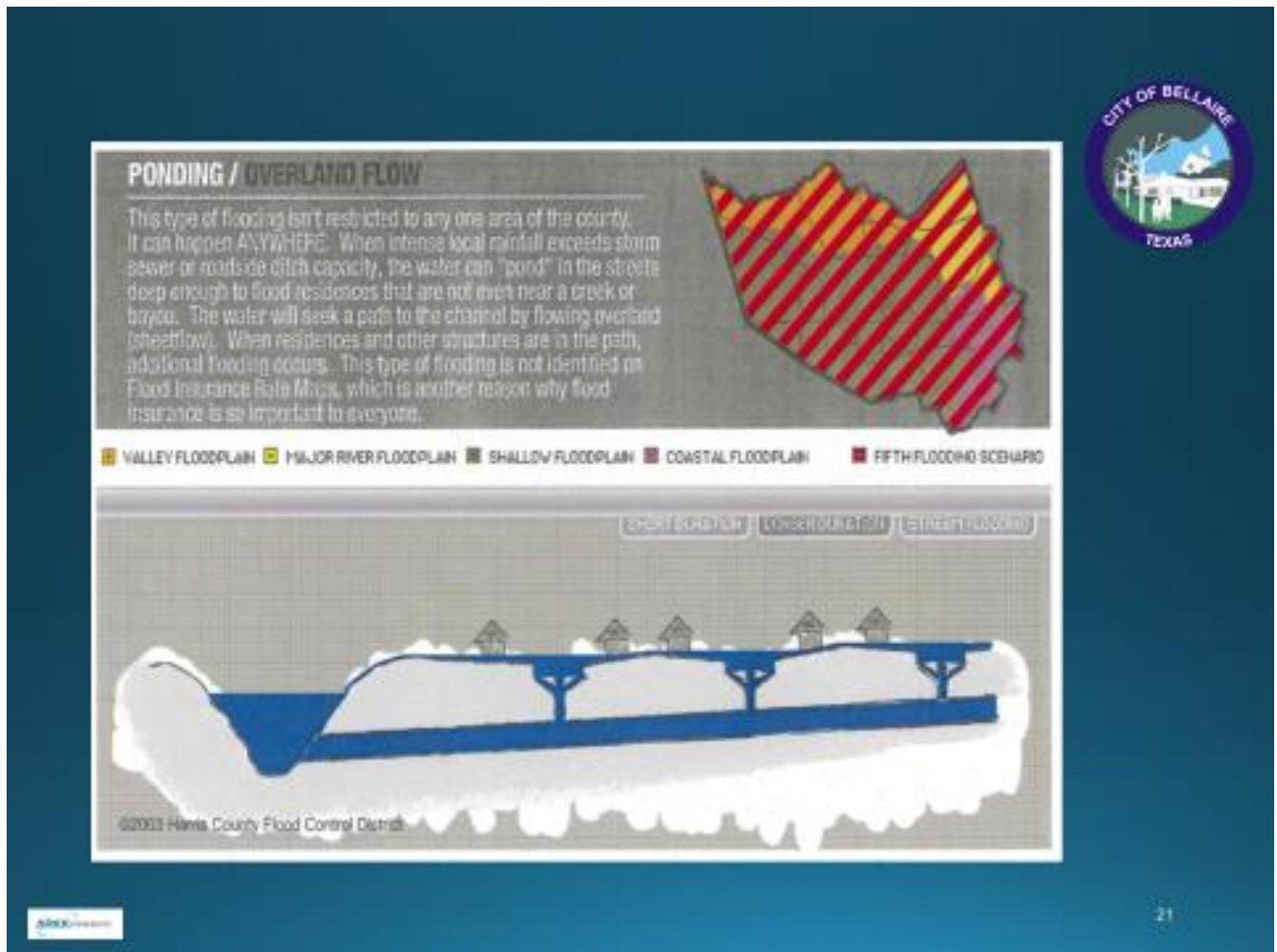
### Shallow Floodplain

Shallow Floodplains exist in the Bellaire area. When the capacity of Brays Bayou is exceeded, flooding occurs as storm water over tops the banks of the bayou and spreads throughout the low lying or floodplain areas. Over 80% of the City of Bellaire is within the 100 year floodplain of Brays Bayou.



## Ponding/Overland Flow

The other type of flooding condition that Bellaire can experience is when very intense local rainfall exceeds the storm sewer capacity and ponds to a depth that floods the street and in some cases structures that are at a low elevation. This type of flood is not identified on Flood Insurance rate maps and is one more reason why flood insurance is so important to all of us living in southeast Texas.



## REBUILD BELLAIRE FOCUSED ON DRAINAGE

In Bellaire, the consensus was to continue the current Bellaire Millennium Renewal Program which accounted for building major drainage improvements throughout the City and to propose another bond program to the voters that made improving drainage the top priority. This new bond program called Rebuild Bellaire was presented to the voters as two referendums. Proposition 2 addressing Facilities Improvements and Proposition 1 addressing Infrastructure Improvements and was worded for or against authorizing issuance of \$41,000,000 in General Obligation Tax Bonds for a term not to exceed 30 years for street, sidewalk and drainage facility improvements.

To identify areas most in need of improvements, City Council, staff and engineers developed a ranking system that not only utilized Public Works records of the most severe flooding areas but considered several other rating categories like:

- Adequacy of existing drainage system
- Pavement condition prior to BMR
- Lots served by street reconstruction and drainage improvements
- Traffic
- Ditch drained streets

We gave each street a ranking of 1 through 5 for each category and weighted the categories according to importance.

The drainage area for each street and associated storm water runoff generated during a 2-year frequency storm.

(A 2-year frequency is a rainfall intensity having a 50% probability of occurrence in any given year. This frequency is considered the standard design storm in storm sewers for our area. It's about 2-inches of rain in one hour.)

After determining the flows for each street, we determined the capacity of the existing drainage system on that street. Comparing the actual drainage capacity to what was needed; we determined the severity of the undersized existing drainage system.

For example, a street may actually be drained by a 24-inch storm sewer where it should be a 42-inch line to adequately handle a 2-year design storm.

If the existing storm sewer handled less than 25% of the needed capacity, we assigned a rating of 5. If it handled 75% of the storm water flows, we gave it 1 point.

Public Works provided a map showing drainage problem areas based on complaints and their own observations. A street designated by Public Works as having drainage problems was given 5 points with other streets receiving no points for this particular category.

We then looked at the street condition records prior to BMR. In the street assessment survey, each street was rated based on the condition. Even though the City overlayed streets during the BMR



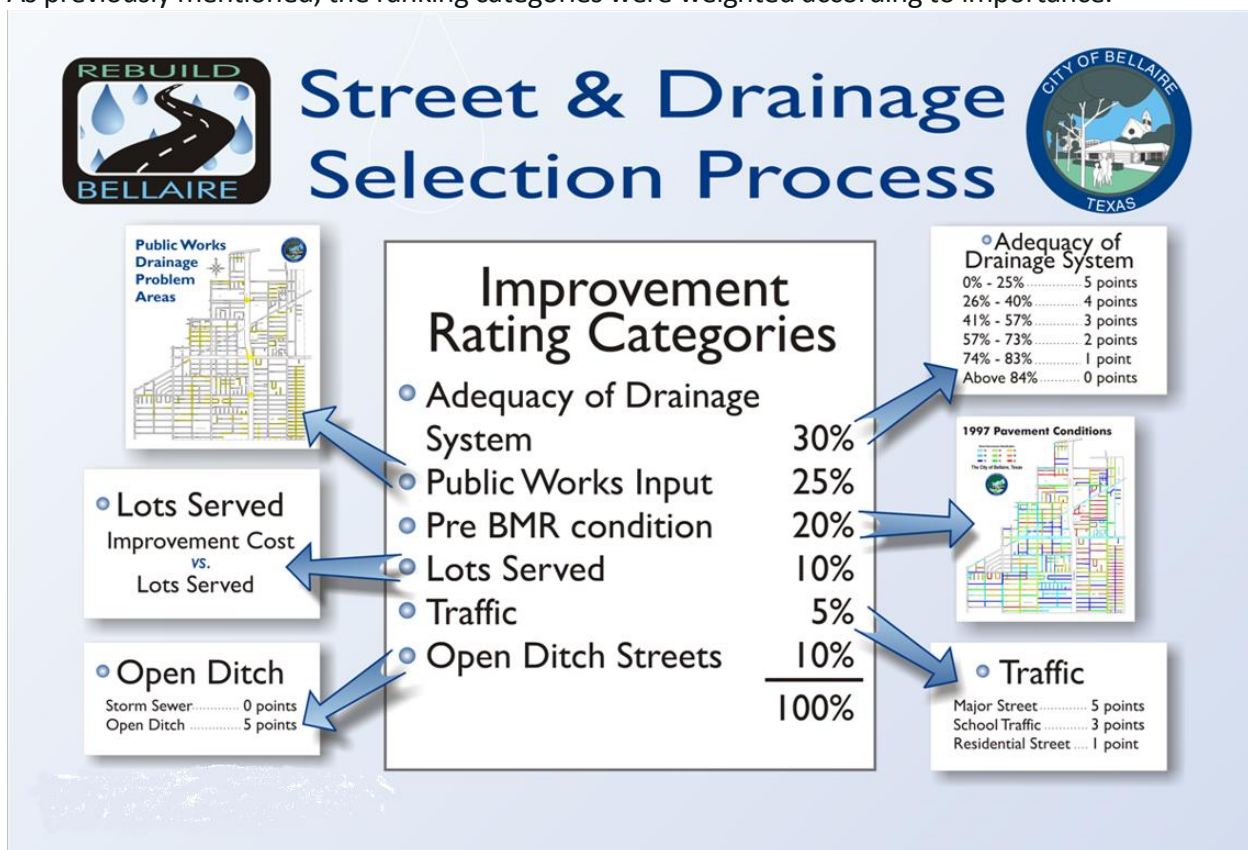
projects, the street area received on average only about five percent point repairs. So the underlying concrete pavement for some streets is worse than others.

The worst streets were given 5 points, with the best receiving no points.

We then looked at the number of lots on each particular street block and the general construction cost per lot. Simply, the more lots served, the higher the score.

We looked at each street to determine if the street was a major street, a street near a school or a residential street. A major street received 5 points. A street near a school received 3 points and other streets received 1 point.

As previously mentioned, the ranking categories were weighted according to importance.



Using these ranking categories, we sorted the streets to create a preliminary rating spreadsheet. Points in each category were multiplied times the importance factor providing a priority ranking for that particular street block



## Preliminary Rankings

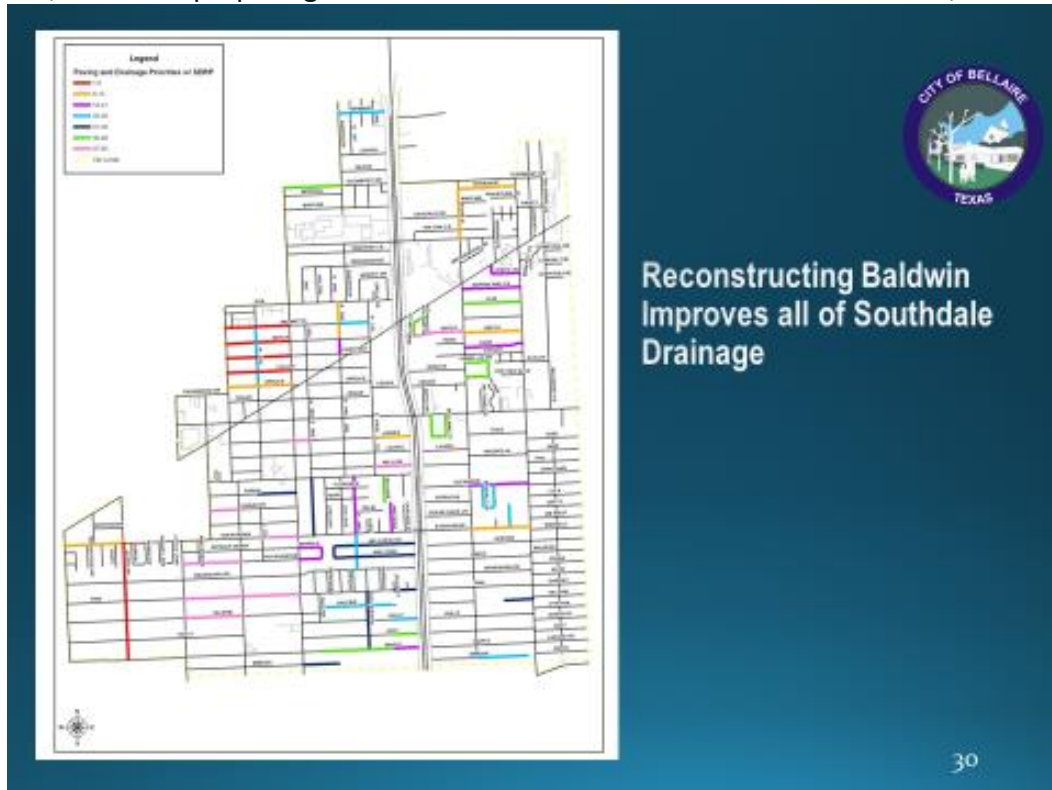


29

We then determined what drainage improvements produced the most benefit for the area.



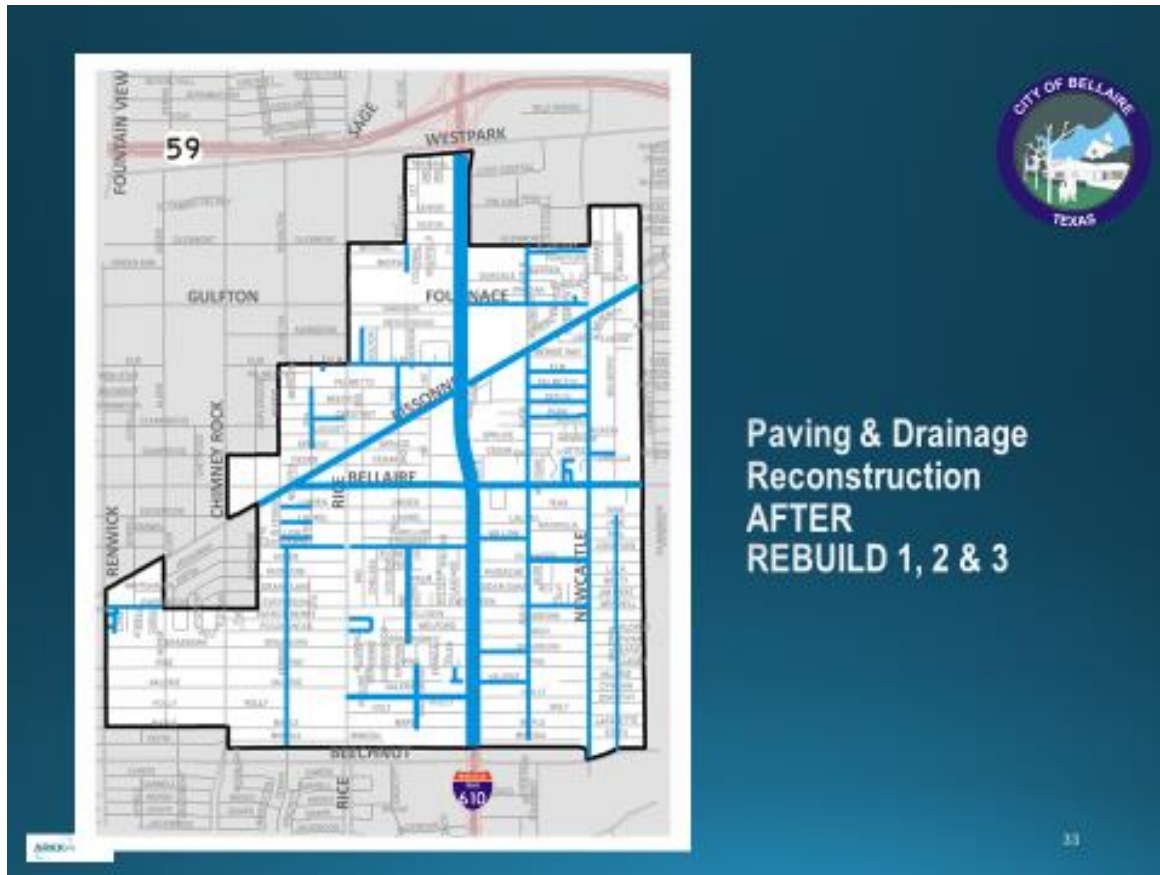
For example, our first sorting of the data showed the Southdale area as a high priority. Southdale and all the streets within Southdale do not have a suitable storm water outfall system. But, instead of proposing the reconstruction all the streets in the subdivision,



we sorted the data assuming Baldwin Avenue was reconstructed with an extreme event outfall system as if it were in place.

This corrected the areas drainage problem and redistributed the paving and drainage priorities to other areas of need.

The first phases completed approximately 35 blocks.



Rebuild Bellaire Phase 4 was recently completed and Phase 5A will begin in March and carry through the first part of 2018.

Bellaire has made significant progress over the years, but still there is more to accomplish.

As you recall, we completed a street and sidewalk condition assessment last year of the approximately 70 miles of streets and 45 miles of sidewalks. The assessment was necessary after the drought of 2011 took its toll on Bellaire's roadway condition.

This updated condition assessment was necessary to help guide the City of Bellaire's street and sidewalk improvements moving forward.

The assessment identified distressed area of pavements. We found small cracks in the pavement to large crevasses



to offset slabs at joints and

offsets in




the middle of the slab itself.

Street ponding or birdbaths



were noted on many streets where either the underlying subgrade contracted causing a dip in the gutter line or the fat clays expanded in an area causing the pavement to heave. Again, the City of Bellaire topographically, is very flat, sloping only about 5 ft. over 10,000 feet or a little over half an inch in 100 feet. Consequently, our street and gutter system is flat as well. So, any adverse movement in the gutter can create street ponding.

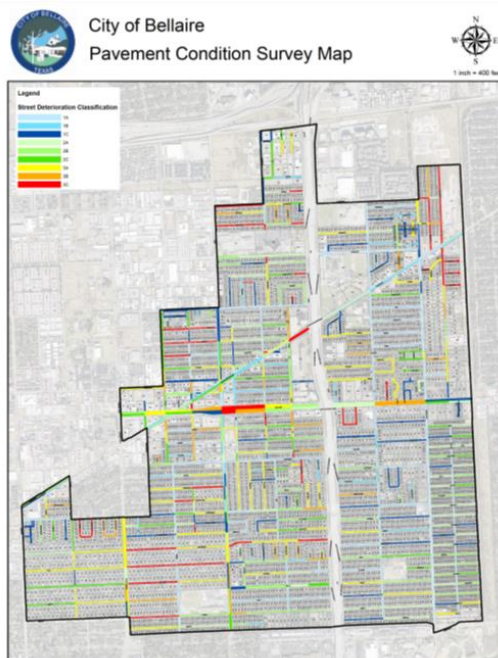
These pavement problem areas were logged on field evaluation forms for each block by the number of

		Street Name: <u>WEDGEWOOD DR.</u> Block No.: <u>4900</u> Road Material: <input type="checkbox"/> Concrete <input checked="" type="checkbox"/> Asphalt <input checked="" type="checkbox"/> Concrete Curb & Gutter		Evaluated by: <u>A. D.</u> Date: <u>3/14/2013</u> Road Rating: <u>2A</u> Sidewalk Rating: <u>1B</u>		Road Rating Legend: 1A 1B 1C 2A 2B 2C 3A 3B 3C	
ROAD POINT REPAIR 5' X 20'		SEVERITY		SIDEWALK POINT REPAIR 4' X 10'			
<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">1</div> </div>		LIGHT		<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">1</div> </div>			
<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">3</div> </div>		MEDIUM		<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">3</div> </div>			
<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">6</div> </div>		SEVERE		<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0;">6</div> </div>			
Comments: <u>S.W. DM. 4906, 4907, 4908 / 4905</u>							
ARKK Engineers 7322 Southwest Freeway, Suite 1040 Houston, Texas 77040 713-400-2755							

distresses and the severity of distresses.

A weighted average was applied to these field quantities to emphasize street blocks with the most severe defects over the particular block surface area. The rating was on a block by block basis for easy identification for future street improvement design and construction priorities.

From the assessment, we developed a Pavement Condition Assessment Map.





1A or streets in the best condition like Newcastle, Ave B and Ferris St. are shown in light blue down to the badly deteriorated streets or sections of streets showing larger areas of severe distresses like major cracks, potholes, offset slabs or bird baths. These streets received a 3C or worst condition rating.

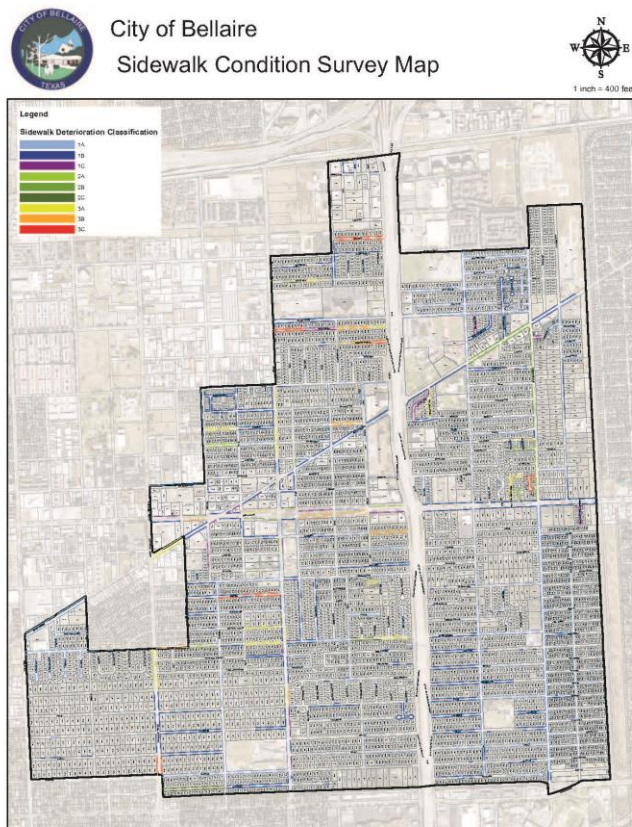
## SIDEWALK CONDITION ASSESSMENT

The sidewalk system was assessed in a similar fashion. We noted sidewalks in relatively good condition to those in very poor condition.

Sidewalks are also subject to differing subgrade moisture content like street pavements that cause or contribute to failures. We also find that trees in close proximity to sidewalks can cause structural damage. Problems with roots from trees begin when shallow-rooted trees are forced to grow in the area behind the curb and within the street right-of-way and the trunk flare, lifts the sidewalk.

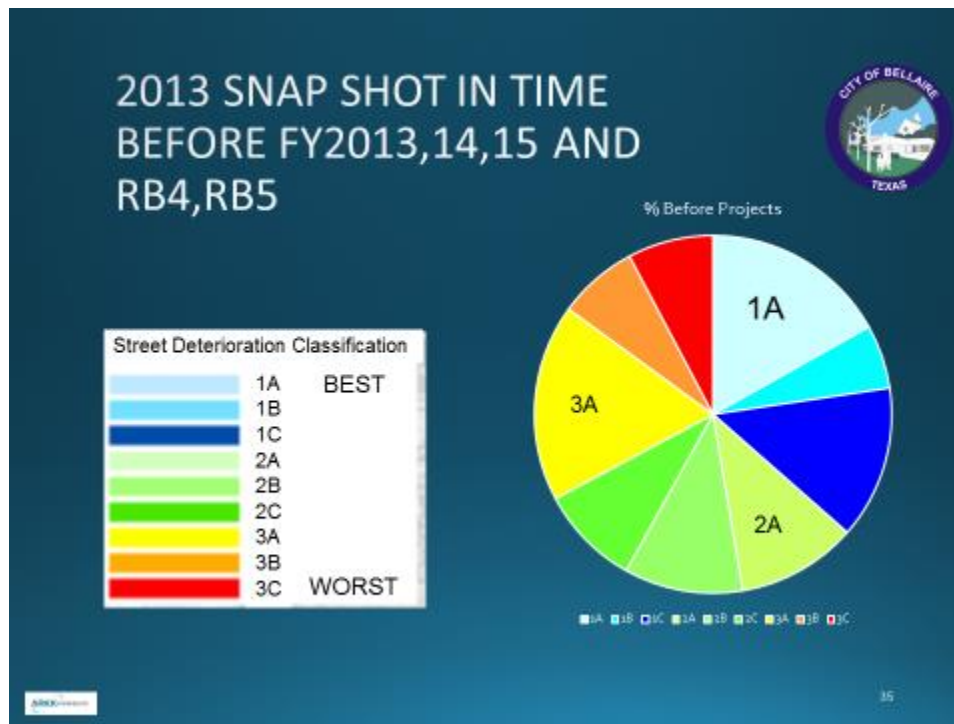
Typical sidewalk construction requires compacted soil that will generally deflect tree roots downward. However, in time a space develops between the compacted soil and the pavement. The space is made up of oxygen and water. Opportunistic roots will grow in this area and increase in diameter, raising the sidewalk and curb just as roots raise the soil in areas where there is no sidewalk.

This map illustrates the relative conditions of sidewalks in Bellaire and also notes the sidewalk locations and probably just as important, where no sidewalks exist. This will of course aid us in determining where we may add a sidewalk to one or several yards to provide a continuous pedestrian travel way along a block.



## STREET CONDITION IN 2013 **SNAP SHOT IN TIME**

The street condition in the summer of 2013 prior to Rebuild Bellaire 4 & 5 and prior to the FY 2013 through 2015 Street Pavement Management Projects can be shown as follows:



About 1/3 of the streets fell into the good condition classification 1, 1/3 in the fair/poor condition classification 2 and 1/3 in the bad condition classification 3.

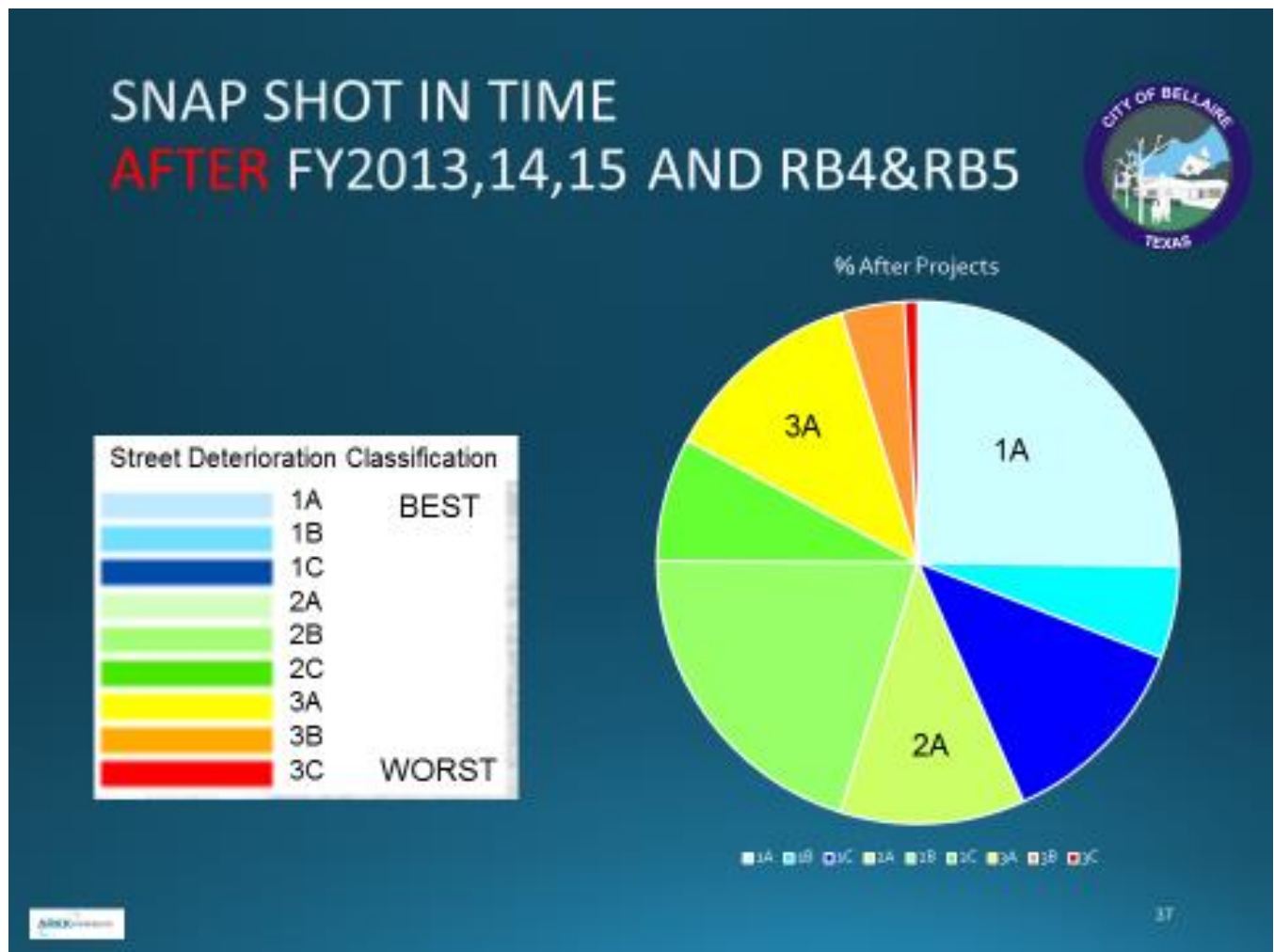
## AFTER COMPLETING REBUILD AND CURRENT MAINTENANCE PROJECTS

The FY 2013 Street Pavement Management Project has recently been completed and will soon be coming to Council for close-out. Construction is underway for the FY 2014 Street Maintenance project. The total budget for these two projects is \$3 million. We are nearing completion of the design work associated with the FY 2015 Street Maintenance project with a total budget of \$ 1 million.

Rebuild Phase 4 is finished moving Rebuild Bellaire to over halfway complete with Phase 5A scheduled to start by March 2015. The remaining streets in Rebuild Bellaire have been designed and construction is anticipated to progress through the first part of 2018.

These current projects improve approximately 13% of the City's streets that are in very poor condition. We would assume the totally reconstructed streets would be elevated to a 1A or best street condition classification and the streets in the FY 2013, FY 2014 and FY2015 Pavement Management Projects would now be pushed to an acceptable level of service condition of 2A or 2B.


So after the current approved projects are completed, what does our overall street condition look like?






A side by side comparison provides a positive review of Bellaire's Pavement Management Program.

**Compare 2013 to after Rebuild and Current PMP Complete**



Street Condition	2013		After RB 4 and RB 5 (SF)	FY 2013, FY 2014, & FY 2015 Maintenance Project(SF)	Anticipated Construction	
Classification	SF	%			SF	%
1A	1,712,279	16.9	0	51,021	2,555,089	25.2
1B	585,676	5.8	42,056	0	582,024	5.7
1C	1,402,535	13.8	100,824	38,404	1,263,307	12.5
2A	1,102,025	10.9	19,320	2,955	1,158,759	11.4
2B	1,090,259	10.7	71,736	48,078	2,060,388	20.3
2C	924,927	9.1	119,254	27,976	777,697	7.7
3A	1,807,472	17.8	244,504	296,866	1,266,102	12.5
3B	734,148	7.2	96,348	240,458	397,342	3.9
3C	785,665	7.7	148,768	552,619	84,278	0.8
<b>Total</b>	<b>10,144,986</b>		<b>842,810</b>	<b>1,258,377</b>	<b>10,144,986</b>	



36

**Finally...OVER HALF OF BELLAIRE STREETS WILL BE ACCEPTABLE!**



Attachment: City Engineer's Memo (1474 : Infrastructure Update)

## FUTURE CAPITAL IMPROVEMENT PROGRAM – “NEW BELLAIRE”

The City of Bellaire is responsible for maintaining approximately 10,145,000 million square feet of pavement or just under 140 lane miles of roads. Bellaire’s roadway network includes major thoroughfares to residential cul-de-sac streets. As previously discussed, the condition of the roadway network varies from new concrete curb and gutter streets with underground storm sewer meeting today’s accepted standard for drainage systems to streets originally constructed in the 1940’s in unacceptable condition with little or no underground storm sewer.

To begin the discussion on improving the condition of the roadway system and associated drainage systems, I offer the following strategic program goals:

- Develop a program to bring all of the City’s streets up to an acceptable level of service in a reasonable amount of time
- Maintain the street system at an acceptable level of service
- Continue reconstructing the street system and upgrading the underground storm sewer system

### PUSH OLD STREETS TO AN ACCEPTABLE CONDITION

The City has over 4.5 million square feet of roadways currently at an unacceptable condition. These streets have severe to moderate offset slabs, cracks and ponding areas. The estimated cost to bring these streets up to a good condition (level of service 2A) is \$16 million. It is reasonable to propose that we repair these streets over an eight (8) year period at a cost of \$2 million a year.

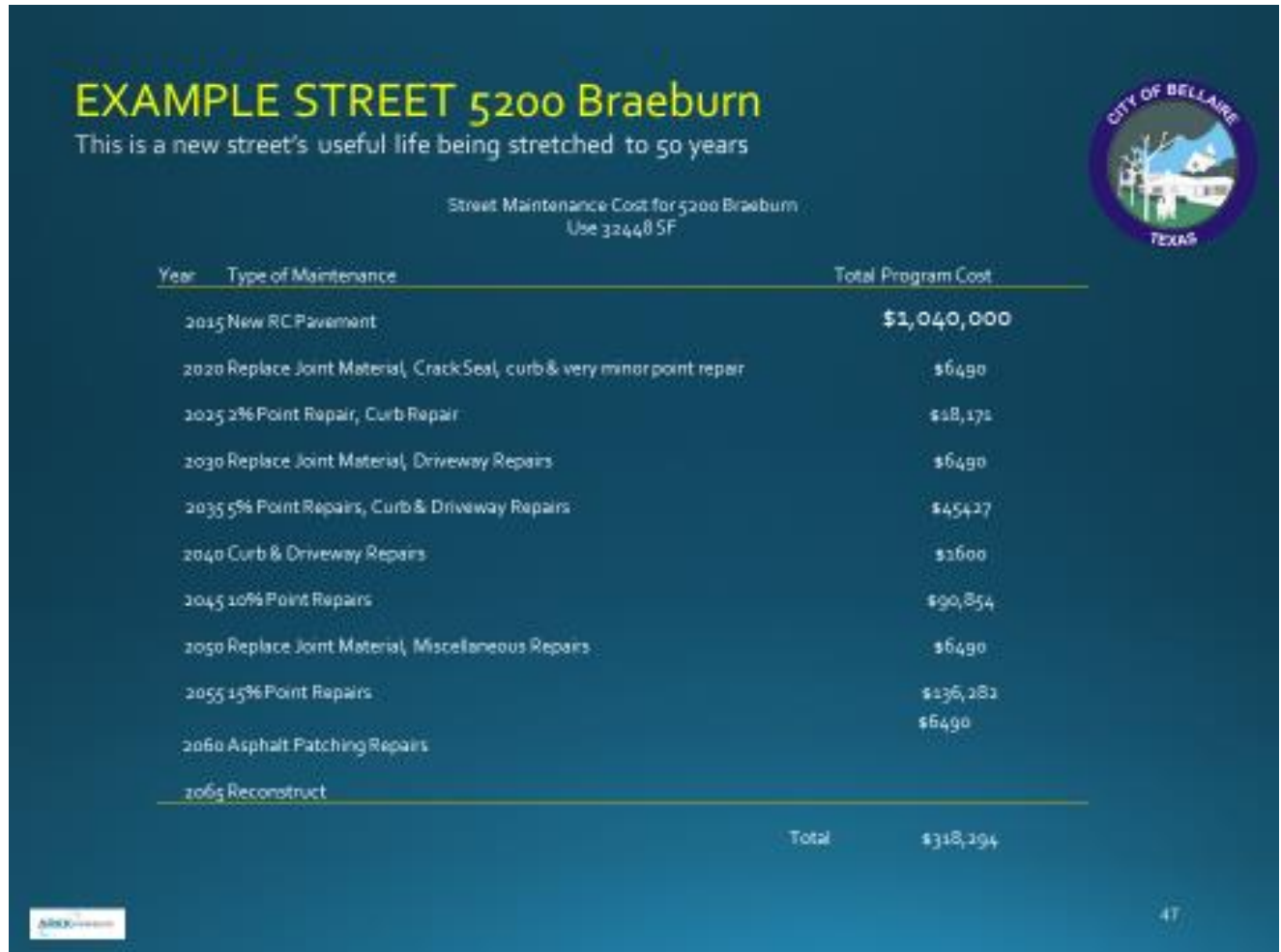
### CONTINUE RECONSTRUCTING OLD STREETS AND IMPROVING STORM DRAINAGE SYSTEMS

If we consider new paving and drainage systems throughout Bellaire, the entire network of City streets could be valued at just over \$300 million. Sixty percent of that value being the roadway and forty percent being the drainage system. Assume we can stretch the life of our new roads and drainage systems to fifty (50) years with a disciplined maintenance program. I offer the example of such a maintenance program for the entire network below:



I have also provided a breakdown on a typical block basis to perhaps provide a better perspective on the potential maintenance dollars expended over the 50 year life of the street.

For that perspective, I have used the 5200 block of Braeburn as an example.



Attachment: City Engineer's Memo (1474 : Infrastructure Update)



I recommend considering funding a Pavement Management Program with a yearly expenditure of \$2 million to:

1. Bring all Bellaire streets up to an acceptable level of service in eight years
2. Maintain all Bellaire streets at an acceptable level of service

The second part to the overall Pavement Management Program is to plan for reconstructing the remaining 70% of the street network while ultimately planning on reconstructing a street that is brand new, in 2015, fifty years later in 2065 following the previously shown maintenance program table. The message here is that just as your car or your house requires maintenance work to extend its life and then finally becoming too costly to maintain and require replacement, so do the roadways.

Using the previously mentioned \$300 million value and 50 year projected asset value, I recommend considering spending \$6 million each year on new construction.

The "NEW BELLAIRE" street and drainage program combined with the maintenance program as described would cost \$8 million each year.

## **OTHER CIP NEEDS...WORK IN PROGRESS**

What other infrastructure improvements does the City face in the coming years?

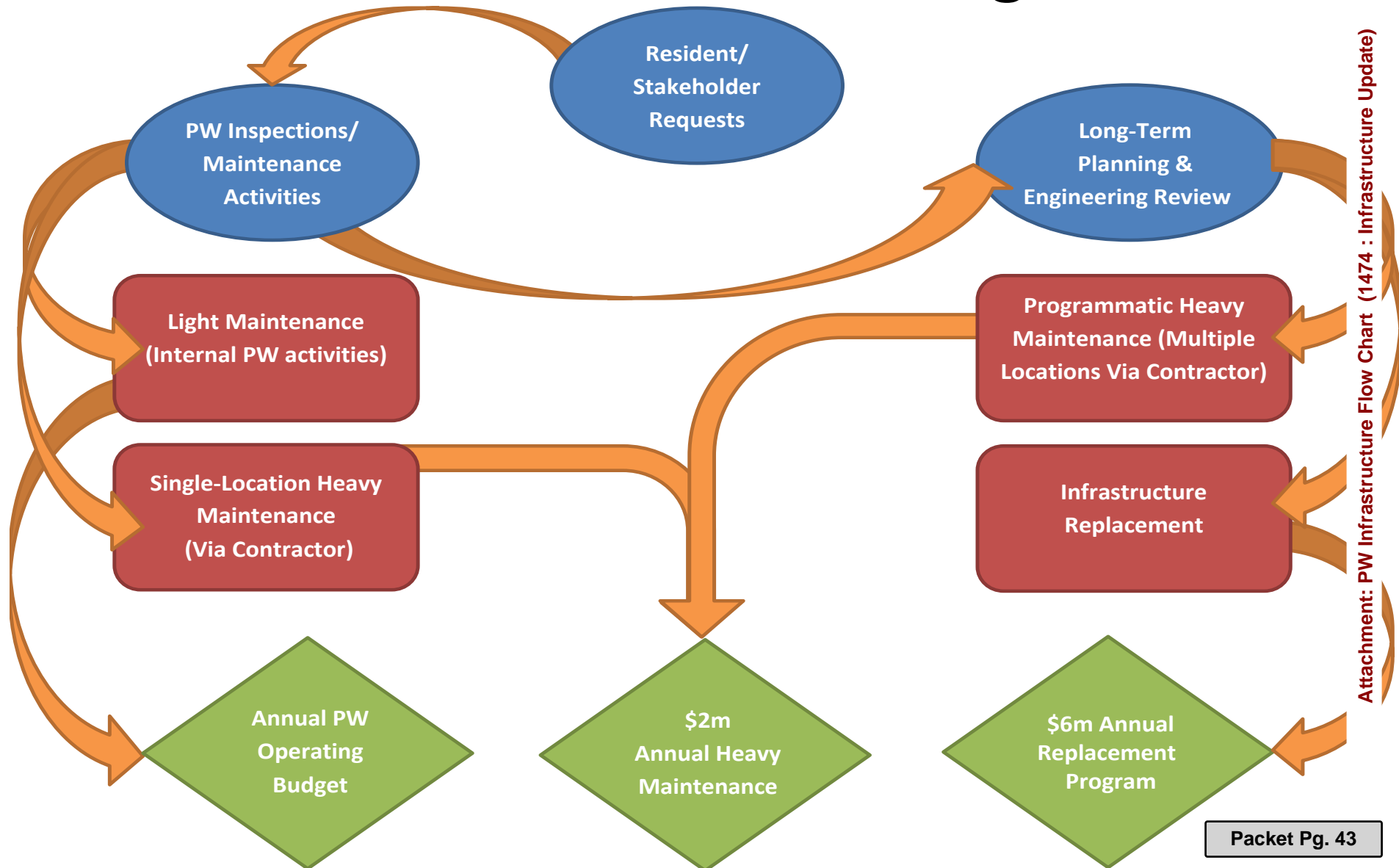
We are in the process of identifying critical water and wastewater improvements.

The water distribution system is being evaluated for problematic lines and improved firefighting capabilities. Approximately \$2 million of new distribution lines have already been identified by Public Works as problematic and require constant repairs.

A few older sanitary sewer lines are also costing the City too much to repair and unclog on a regular basis and should be programmed for improvements.

We are also evaluating the Lift Station costs and SCADA system costs previously reported for their merits and actual critical needs.

# Infrastructure Management Inputs, Work Activities, and Funding Sources



# GENERAL FUND ASSUMPTIONS

## JAN 2015

- Revenues
  - Current Property Tax Revenue increase 8%
- Expenditures
  - Added \$1M to pavement maintenance – as operating starting with FY2016
- All other expenditures
  - Awaiting DRAFT CIP – No contributions

# JAN 2015

## FISCAL FORECAST GENERAL FUND

In \$millions	FY2014A	FY2015	FY2016	FY2017	FY2018	FY2019
Beginning Balance	\$4.2	\$4.7	\$5.1	\$4.4	\$3.9	\$3.6
Recurring Revenue	\$16.7	\$17.4	\$18.2	\$19.2	\$20.2	\$21.3
Recurring Expense	\$15.2	\$16.5	\$18.3	\$19.0	\$19.8	\$20.6
Capital Outlay	\$0.561	\$0.464	\$0.650	\$0.650	\$0.650	\$0.650
CIP Contr	\$0.467	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000
Ending Fund Balance	\$4.7	\$5.1	\$4.4	\$3.9	\$3.6	\$3.7
60 Day	\$2.5	\$2.7	\$3.05	\$3.2	\$3.3	\$3.4
Available	<b>\$2.1</b>	<b>\$2.3</b>	<b>\$1.35</b>	<b>\$0.7</b>	<b>\$0.3</b>	<b>\$0.3</b>

# DEBT SERVICE ASSUMPTIONS

## JANUARY 2015

- Assumes selling all unissued authority in August of 2015.
- Future Bond Sale for Follow on RBB Program
  - \$6M/Year – Bond Sale each August starting 2016
  - 4% Bond Interest
  - No principal payment in first year of debt service

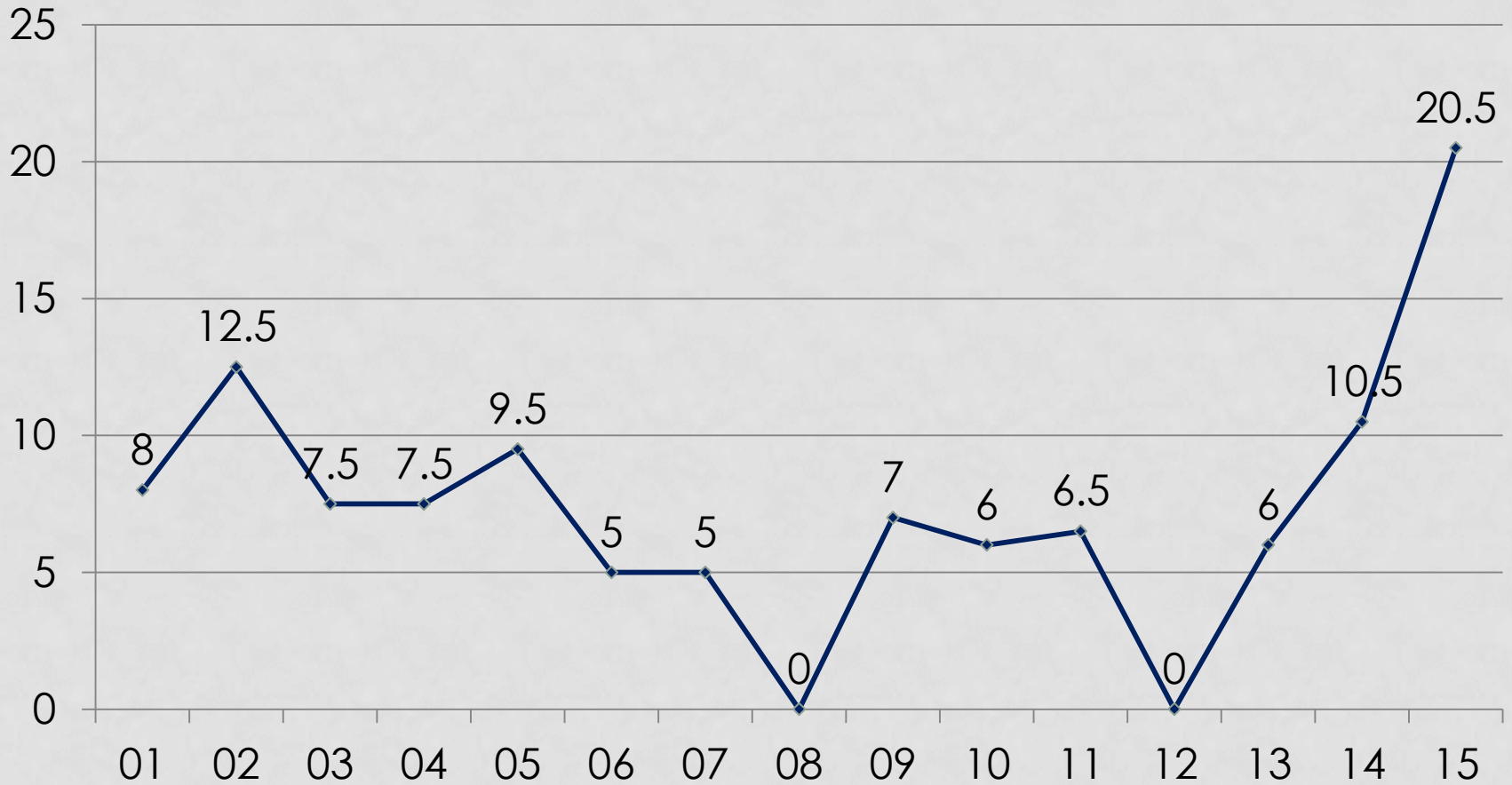


# FISCAL FORECAST DEBT SERVICE

## JANUARY 2015

<b>\$Millions</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>
Beginning Balance	\$0.562	\$0.562	\$0.562	\$0.562	\$0.562
Recurring Revenue	\$6.6	\$7.0	\$7.4	\$8.1	\$8.7
Recurring Expense	\$6.6	\$7.0	\$7.4	\$8.1	\$8.7
Ending Fund Balance	\$0.562	\$0.562	\$0.562	\$0.562	\$0.562
Debt Tax Rate	\$0.1404	\$0.1416	\$0.1459	\$0.1530	\$0.1598

# G.O. BONDS SOLD FROM 2001-2015P



# STREET & DRAINAGE BOND SCHEDULE

Year	Jan	Feb	Mar	April	May	June	Jul	Aug	Sept	Oct	Nov	Dec
15	5A Award							Sell 5B \$7.94		Award 5B	Bond Election?	
	<div>5A Construction</div>											
	<div>5B Construction</div>											
16					Bond Election?						Bond Election?	
	<div>5A Construction</div>											
	<div>5B Construction</div>											
17								Sell NB \$6M				
18								Sell NB \$6M				
19								Sell NB \$6M				

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Development Services  
Category: Report  
Department Head: John McDonald  
DOC ID: 1352

**SCHEDULED  
INFORMATION ITEM (ID  
# 1352)**

---

**Item Title:**

Presentation by Chair Deborah Sharp of the 2014 Annual Report of the Board of Adjustment of the City of Bellaire, Texas.

**Background/Summary:**

Chair Deborah Sharp will present the 2014 Annual Report of the Board of Adjustment to members of City Council on February 2, 2015.

The following members served on the Board of Adjustment from January 2014 to June 2014:

Nick Bacile  
Carmen Bechter  
Tom Ligh  
Patricia McGinty  
Amar Raval  
Dr. Aashish Shah  
Deborah Sharp

The following members served on the Board of Adjustment from July 2014 to December 2014:

Debbie Karakowsky  
Tom Ligh  
Patricia McGinty  
Seth Miller  
Amar Raval  
Deborah Sharp  
Sean Wheeler (Appointed August 2014)

Councilman Andrew S. Friedberg served as Council Liaison to the Board of Adjustment during 2014, and Staff Liaisons included Assistant to the City Manager Shawn Cox, Development Services Manager Chavonne Sampson, and Administrative Assistant to the Director of Development Services Ashley Parcus.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Acceptance of report into the record.

**ATTACHMENTS:**

- BOA Annual Report - 2014 (PDF)





CITY OF  
*Bellaire*

7008 South Rice Avenue • Bellaire, Texas 77401-4495 • (713) 662-8222 • Fax: (713) 662-8212

February 2, 2015

Honorable Mayor and City Council  
City of Bellaire  
7008 S. Rice Ave.  
Bellaire, TX 77401

The Board of Adjustment hereby submits to the City Council our Annual Report pertaining to the activities of the Board and variance requests heard with subsequent actions taken during the year of 2014.

The Board of Adjustment is a statutory board responsible for considering applications for variances or special exceptions to the Zoning Code (Chapter 24 of the Code of Ordinances of the City of Bellaire, Texas). Landowners or their agents apply to the Building Official of the Department of Community Development for a variance. Formal dockets, which must be legally advertised, are scheduled for consideration by the Board of Adjustment.

Meetings are held to hear testimony on the applications. The Board of Adjustment determines the outcome of all applications, which may only be appealed to a Harris County District Court.

The Board of Adjustment consists of seven members who serve staggered two-year terms, with a maximum three consecutive terms. The Board of Adjustment selects its own Chairperson and Vice Chairperson who serve one-year terms. State law requires a minimum of four (4) members be present to conduct any Board business, that a minimum of six (6) members be present to hear a docket item relating to a variance or special exception, and that a minimum of six (6) members vote in favor of a variance or special exception in order for it to be granted. If there is business to conduct, the Board of Adjustment meets on the third Thursday of each month, beginning at 7:00 PM in the Council Chamber, First Floor of City Hall.

#### January, 2014

The Board considered the following items:

1. **Docket # BOA-2014-01-Consideration and possible action on a request for a Special Exception from Chapter 24, Section 24-533 C(2)b(2) of the Bellaire Code of Ordinances at 7000 S. Third Street, Legally Described As Res. A Block 1 Condit Elementary.**

This item was unanimously passed 7-0.

2. **Approval of the Annual Report for 2013 to City Council.**

This item was unanimously passed 7-0.

#### **February, 2014**

Having no docket items to consider, the Board did not meet.

#### **March, 2014**

75% of the Board Members were not available to consider an application; therefore the meeting was rescheduled for April.

#### **April, 2014**

The Board considered the following items:

1. **Docket #BOA-2014-02-Consideration and possible action to approve a Special Exception from parking requirements under Chapter 24, Division 2, Section 24-716 for 5303 Bissonnet, legally described as LT 19 & TR 18A BLK 17 Westmoreland Farms.**

This item was not approved, 0-6.

#### **May-June, 2014**

Having no docket items to consider, the Board did not meet during this time period.

#### **July, 2013**

There was a quorum of the Members and a meeting did take place. One new member was sworn in, two members were reappointed, and appreciation for the service of departing member, Nick Bacile, was noted.

A new chair and vice-chair were elected.

There were two items on the Board's docket. Without all seven members present, the Applicant was given the option to postpone consideration of the applications. The Applicant chose to reschedule for an August meeting.

#### **August, 2014**

The Board met twice during the month of August to consider the following items:

#### **August 6, 2014**

1. **Docket # BOA-2014-03-Consideration and possible action on a request for a variance to allow for a Planned Development site width of 120 feet in lieu of the 150 feet minimum required by Section 24-536 C. (2)e) 2) of the City of Bellaire Code of Ordinances at 4301 Bellaire Boulevard**

This item was not considered due to a lack of a second to the motion.

2. **Docket # BOA-2014-04-Consideration and possible action on a request for a special exception to allow a parking lot located on the utility easement to be counted towards the on-site parking requirements, as well as a reduction in the total number of required spaces set forth in Section 24-514a of the City of Bellaire Code of Ordinances at 4950 Terminal, legally described as TRS 45A thru 49A Terminal.**

This item was unanimously passed 6-0.

#### **August 21, 2014**

3. **Docket # BOA-2014-05-Consideration and Possible Action on a Request for a Secondary Special Exception, by VLK Architects, on Behalf of the Houston Independent School District, to Allow for a Reduction in the Required Parking Count as Stated in Section 24-533 C. (2) b)2) of the City of Bellaire Code of Ordinances.**

This item was unanimously passed 7-0.

4. **Docket # BOA-2014-06-Consideration and Possible Action on a Request for a Variance, by VLK Architects, on Behalf of the Houston Independent School District, to Allow for 56% Maximum Lot Coverage in lieu of 50% as Stated in Section 24-533 C. (2) b)1)g. of the City of Bellaire Code of Ordinances.**

Due to the granting of the Special Exception, the Variance request was not necessary and was withdrawn from the agenda.

5. **Docket # BOA-2014-07-Consideration and Possible Action on a Request for a Variance, by VLK Architects, on Behalf of the Houston Independent School District, to Allow for 66% Maximum Rear Lot Coverage in lieu of 50% as Stated in S24-533 C. (2) b)1)f. 3.aa. of the City of Bellaire Code of Ordinances.**

Due to City Council's adoption of the changes to Chapter 24, the Variance request was no longer necessary and was withdrawn from the agenda.

#### **September, 2014**

The Board met and the following item was considered:

**Docket # BOA-2014-08-Request for a special exception by ChristChurch Presbyterian, to allow for the construction of an electronic message board/monument sign in accordance with the provisions set forth in Section 24-1014 of the City of Bellaire Code of Ordinances. The property is addressed as 5001 Bellaire Boulevard, and is located in the R-4 Zoning District.**

This item was unanimously passed 7-0.

#### **October-December, 2014**

Having no docket items to consider, the Board did not meet during this time period.

The Board expresses its appreciation to all members of the City staff for their dedication and service to this Board.

Sincerely,

A handwritten signature in dark ink, reading "Deborah Sharp". The signature is written in a cursive, flowing style.

Deborah Sharp  
Chair, Board of Adjustment



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Development Services  
Category: Report  
Department Head: John McDonald  
DOC ID: 1353

**SCHEDULED  
INFORMATION ITEM (ID  
# 1353)**

---

**Item Title:**

Presentation by Chair Laura Thurmond of the 2014 Annual Report of the Building and Standards Commission of the City of Bellaire, Texas.

**Background/Summary:**

Chair Laura Thurmond will present the 2014 Annual Report of the Building and Standards Commission to members of City Council on February 2, 2015.

The following members served on the Building and Standards Commission from January 2014 to June 2014:

Michael Baker  
Paul Katz  
Burt Martin  
Kristin Schuster  
Danny Spencer  
Laura Thurmond  
Laolu Yemitan

The following members served on the Building and Standards Commission from July 2014 to December 2014:

Michael Baker  
Charles Formica  
Lee Hampton  
Paul Katz  
Burt Martin  
Danny Spencer  
Laura Thurmond

Councilman Pat B. McLaughlan served as Council Liaison to the Building and Standards Commission during 2014, Building Official Lee Cabello acted as Staff Liaison, and Administrative Assistant to the Director of Development Services Ashley Parcus was the Commission's secretary.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**



Acceptance of the report into the record.

**ATTACHMENTS:**

- BSC 2014 Annual Report (PDF)



February 2, 2015

Honorable Mayor and City Council  
City of Bellaire  
7008 South Rice Avenue  
Bellaire, TX 77401

Mayor and City Council:

In 2014 the Building & Standards Commission met at 9 Regular Meetings, 6 Workshop Sessions, and 2 Training Sessions. In addition to serving the statutorily mandated purpose for which it was created, the Commission has continued to serve in an advisory role to City Council and provide public education on issues pertaining to building codes as outlined in the City Ordinance. During 2014, the Commission did not hear any complaints regarding substandard structures.

At the end of the year the Commission consisted of:

Laura Thurmond – Chair  
Danny Spencer – Vice Chair  
Mike Baker  
Paul Katz  
Burt Martin  
Charles Formica  
Lee Hampton

The Commission considered and acted on the following issues:

1. Public Hearings
  - a. The Commission held no public hearings during 2014
2. Variances
  - a. In July the Commission took under consideration a request for variance to Chapter 9, Buildings, Article II. Building Codes, Division 2, Attached Single Family Dwelling Zoning

District, Section 9-27, Partition and exterior wall regulations, of the City of Bellaire Code of Ordinances to allow for a reduction in the height of the masonry fire wall above the roof from 18 inches to 8 inches at 6312 Meredith Drive Bellaire, TX 77401. This variance would allow for the proper installation of the new roof assembly and parapet flashing. After hearing comments from the Building Official, Fire Marshal, Applicant and Contractor the Commission granted the proposed variance with a unanimous vote.

### 3. Ordinances

- a. The commission continued on-going discussions on possible changes to the City of Bellaire Code of Ordinances, Chapter 9, Buildings, pertaining to crawlspace ventilation and vapor barrier requirements.
- b. The Commission held multiple workshops over a 9 month period while drafting a comprehensive report regarding our recommendation that City Council adopt new amendments to address crawlspace ventilation and vapor barrier installation. Commissioner Paul Katz led the research effort and assembled relevant building science information to support the Commission's recommendation. The efforts of the commission resulted in an ensuing report submitted to City Council on June 2<sup>nd</sup> 2014.
- c. The commission took action to draft the final language of our recommendation and the amendment was included in City Council's agenda for the October 6<sup>th</sup> regular meeting session. The Council took action and passed the amendment to the City of Bellaire Code of Ordinances, Chapter 9 Buildings pertaining to crawlspace ventilation and vapor barrier requirements. This adopted amendment also included changes to whole house recycling, temporary and silt fencing, and roll-off dumpsters.
- d. The commission began on-going discussion on a possible recommendation to City Council regarding formalizing the rules of procedure for proposing recommendations, and allowing a public forum for review and feedback of future recommendations.

### 4. Educating the public about issues pertaining to the city's building codes

- a. During 2014, the Commission received public comments from several local builders regarding proposed changes to the City of Bellaire Code of Ordinances, Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, Sec. 9-17 addressing water vapor control in crawlspace construction. These public comments allowed a platform for the Commission to introduce builders to the effects of changes arriving from the adoption of the 2012 IECC/IRC model codes and how the construction of crawl spaces should be adjusted to accommodate these effects.
- b. 2014 the Commission continued to update and monitor the sustainability web pages, which went live in May of 2012. These web pages, researched and compiled by Building and Standards Commissioners, proved a range of information about ways the Bellaire residents can increase the energy efficiency and reduce the environmental impact of their homes. Topics include Building Ventilation, Insulation, Heating Ventilation and Air Conditioning, Doors & Windows, Roofing, Lighting & Appliances, Indoor Air Quality and Rainwater Harvesting. The web pages can be accessed online through the City's website.
- c. The Commission participated in the Bellaire Recycles Fest for the second year in a row by setting up and staffing a booth. Information was provided about Green Building strategies for new construction and ways that Residents can increase the energy



efficiency and reduce the environmental impact of their existing homes. The booth showcased the Sustainability Web pages and provided residents an opportunity to give the Commission input regarding content and green building issues that are important to the in general.

## 5. Other Business

- a. The Building & Standards Commission, jointly with the Sustainability Board, drafted and submitted a letter to the Mayor and Council Members to encourage the pursuit of LEED (Leadership in Energy & Environmental Design) Certification for the construction of the new City Hall, Police and Court Facilities. LEED Certification verifies that buildings are designed, built and operated according to the best sustainable practices in areas including but not limited to energy efficiency, water savings, sustainable building materials and indoor air quality.
- b. In July members of the Building and Standards Commission attended a training session hosted by City Officials, which addressed the roles and responsibilities of the various City Boards and Commissions.
- c. In August members of the Building and Standards Commission attended a session on parliamentary training for boards and commissions.
- d. During the September Building and Standards Commission regular session board members received a presentation from City Attorney, Alan P. Petrov, regarding the Commission's authorities, responsibilities, and procedures.
- e. In February, Members of the Building and Standards Commission attended a special reception to welcome the newly selected City Manager.
- f. At the July regular session Tracy Dutton swore in new commissioner Charles Formica as well as two re-appointed commissioners: Danny Spencer and Paul Katz.
- g. The Commission heard public comments from Fire Marshal, Alton Moses, regarding his recommendation to make amendments to the City of Bellaire Code of Ordinances, Chapter 9, Buildings, Article II, Building Codes in regard to fire sprinkler requirements. The Fire Marshal stated that he would be back at a future meeting to discuss the proposed amendments in more detail.
- h. The commission is maintaining an on-going discussion regarding future recommendations such as analysis of the Biggert-Waters Flood Insurance Rate Reform Act of 2012.
- i. The Commission revised and adopted Rules of Procedure.
- j. The Commission prepared and submitted an Annual Report to City Council.

Respectfully Submitted,



Laura Thurmond, Chair  
Building & Standards Commission

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Development Services  
Category: Report  
Department Head: John McDonald  
DOC ID: 1354

**SCHEDULED  
INFORMATION ITEM (ID  
# 1354)**

---

**Item Title:**

Presentation by Chair Winfred Frazier of the 2014 Annual Report of the Planning and Zoning Commission of the City of Bellaire, Texas.

**Background/Summary:**

Chairman Winfred Frazier will present the 2014 Annual Report of the Planning and Zoning Commission to members of City Council on February 2, 2015.

The following members served on the Planning and Zoning Commission from January 2014 to June 2014:

E. Wayne Alderman  
Winfred Frazier  
Paul Simmons  
Lynne Skinner  
Marc Steinberg  
Dirk Stiggins  
Bill Thorogood

The following members served on the Planning and Zoning Commission from July 2014 to December 2014:

Christopher Butler  
Winfred Frazier  
Paul Simmons  
Lynne Skinner  
Marc Steinberg  
Dirk Stiggins  
Bill Thorogood

Councilman Roman F. Reed served as Council Liaison to the Planning and Zoning Commission during 2014, and Staff Liaisons included Director of Development Services John McDonald and Administrative Assistant to the Director of Development Services Ashley Parcus.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Acceptance of the report into the record.

**ATTACHMENTS:**

- PZC 2014 Annual Report (PDF)





CITY OF  
*Bellaire*

7008 South Rice Avenue • Bellaire, Texas 77401-4495 • (713) 662-8222 • Fax (713) 662-8212

January 15, 2015

Honorable Mayor and City Council

City of Bellaire

7008 South Rice Avenue

Bellaire, Texas 77401

Mayor Nauert and City Council:

The Planning and Zoning Commission of the City of Bellaire, Texas (the Commission") is an advisory body to the City Council regarding Zoning and subdivision regulations. The Commission is also responsible for the review and approval/rejection of Plats and for making recommendations to the City Council regarding plans for the physical development of the City. The existence of the Commission is governed by state and local laws. These include, but are not limited to:

- Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties and Certain Other Governments
- Texas Local Government Code, Chapter 211, Municipal Zoning Authority.
- Texas Local Government Code, Chapter 212, Municipal Regulation of Subdivisions and Property Development
- Texas Government Code, Chapter 551, Open Meetings Law

- Texas Government Code, Chapter 552, Open Meetings Law
- Bellaire Code of Ordinances, Chapter 2, Article VI, Code of Ethics
- Bellaire Code of Ordinances, Chapter 2, Article VII, Boards, Commissions and Committees
- Bellaire Code of Ordinances, Chapter 23.5, Land Subdivision Regulations
- Bellaire Code of Ordinances, Chapter 24, Planning and Zoning

Actions taken by the Commission in its advisory role are in the form of recommendations to the City Council. Such actions include, but are not limited to:

- Responding to requests from the City Council, the Staff Liaison, or City Manager
- Reviewing the Comprehensive Plan and reporting on such review to the City Council
- Recommending amendments to the Code of Ordinances concerning matters involving land use regulations and the future growth and regulation of the City.
- Considering Applications brought before the Commission for planned developments; specific uses, permitted uses, or other amendments to zoning regulations or the official zoning district map as provided by the Code of Ordinances
- Annually reporting to the City Council the Commission's needs, accomplishments, and recommendations.

The Commission performed in this capacity during the year 2014 and will continue to serve the stated purpose for which it was created in the current year 2015.

Within the calendar year 2014, the Commission fulfilled its duties through the performance of the following tasks:

- Conducted eleven (11) regular scheduled meetings, which included nine (9) public hearings. One of the public hearings included proposed changes and possible action on proposed amendments to Chapter 24, Planning and Zoning, Section 24-610, Publication, A, and B, of the City of Bellaire Code of Ordinances, to increase the area for mailed notification from the current requirement of two hundred (200) feet to five hundred (500) feet. This amendment was acted upon during the commission's January 13<sup>th</sup> Meeting.
- Conducted two (2) Workshop Sessions.
- Conducted two (2) Training Sessions.

- Reviewed and acted upon one (1) Replat.
- Reviewed and acted upon two (2) Specific Use Permits.
- Prepared, reviewed, discussed three (3) Planned Development Amendments which included: 129 White Drive; 4301 Bellaire Blvd.; and 0 Howard/0 Newcastle. The Commission acted on two of those applications, the third will be acted on in January, 2015.
- Reviewed one (1) re-zoning application (4301 Bellaire Blvd.).
- Reviewed and acted upon revisions to the code to reflect newly adopted CMU and UVD.
- Amended church, school, and commercial/mixed-use parking requirements.
- Began the five year review of Bellaire's Comprehensive Plan working with the consultant from Kendig Keast Collaborative.

It is through these actions that the Commission also fulfills its duty to serve the Bellaire community. The Commission's advisory and administrative duties were performed while keeping in mind the Commission's role to serve the needs of the Bellaire community as a whole and as guided by the Comprehensive Plan adopted in 2009. The Commission will continue to serve the community through further implementation of the Comprehensive Plan.

The Commission wishes to thank Commissioner Wayne Alderman who resigned in May, 2014.

The Commission also wishes to acknowledge the extensive work expended by all of its members along with the city's planning consultant, Gary Mitchell, of Kendig Keast Collaborative. Mr. Mitchell is currently instrumental in the Comprehensive Plan Review.

The Commission is well positioned and suited to continue to carry out its duties moving forward in 2015. Commissioners currently serving their Bellaire community through active participation on the Commission include:

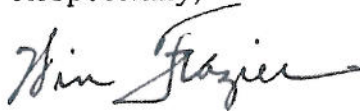
Christopher Butler  
 Paul Simmons  
 S. Lynne Skinner  
 Marc Steinberg  
 Dirk Stiggins  
 Bill Thorogood, Vice Chairman  
 Winfred Frazier, Chairman



The Commissioners wish to express their gratitude to the Mayor and City Council for supporting the Commissions' efforts. We also want to thank the City Manager; City Staff – specifically John McDonald and Ashley Parcus; City Attorney Alan Petrov, and Council Liaison Roman Reed for their extensive and continual efforts to support the Commission.

In summary, the Commission looks forward to continuing to serve the Bellaire community in 2015 and is most appreciative of the opportunity.

Respectfully,

A handwritten signature in black ink, appearing to read "Winfred C. Frazier". The signature is fluid and cursive, with a long horizontal stroke at the end.

Winfred C. Frazier  
Chairman  
Planning and Zoning Commission

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: City Manager's Office  
Category: Report  
Department Head: Diane K White  
DOC ID: 1355

**SCHEDULED  
INFORMATION ITEM (ID  
# 1355)**

---

**Item Title:**

Presentation by Chair Terry Leavitt-Chavez of the 2014 Annual Report of the Cultural Arts Board of the City of Bellaire, Texas.

**Background/Summary:**

Chair Terry Leavitt-Chavez will present the 2014 Annual Report of the Cultural Arts Board to members of City Council on February 2, 2015.

The following members served on the Cultural Arts Board from January 2014 to June 2014:

Ije Akunyili  
Christopher Butler  
Stephanie Goldfield  
Terry Leavitt-Chavez  
Jacquelyn Quick  
Gretchen Sparks

The following members served on the Cultural Arts Board from July 2014 to December 2014:

Ije Akunyili (July 2014)  
Stephanie Goldfield  
Jennifer Hawes  
Terry Leavitt-Chavez  
Jill Patir (August 2014 - December 2014)  
Jacquelyn Quick  
Lisa Risoli  
Andrew Williamson (August 2014 - December 2014)

Councilman Gus E. Pappas served as Council Liaison to the Cultural Arts Board during 2014, and the Staff Liaison for that period was Assistant City Manager Diane K. White.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Acceptance of the report into the record.

**ATTACHMENTS:**

- Bellaire Cultural Arts Board Annual Report 2014 (DOCX)



## *Bellaire Cultural Arts Board Annual Report | 2014*



## Contents

1. Board
2. Report Updates
3. Current Project Initiatives
4. Education
5. Public Programs.

# Board

**Chair**

Terry Leavitt-Chavez

**Vice Chair**

Stephanie Goldfield

**Secretary**

Jill Patir

**Member**

Jennifer Hawes

Jacquelyn Quick

Lisa Risoli

Andrew Williamson

**Staff Liaison**

Diane K. White  
Assistant City Manager

**Council Liason**

Gus E. Pappas

# Reporting Updates

## **2015-2020 Master**

The Board adopted a new Master Plan presented by subcommittee, and drafted by subcommittee chair Christopher Butler in 2014 to guide its activities from 2015 to 2020. City Council approved Bellaire Cultural Art Board Master Plan on November 3, 2014.

## **Reporting Procedures updated**

Council Liason Gus E. Pappas reviewed and updated reporting procedures and presented to the board. They were adopted 11/12/14.

# Ongoing 2014 Project Initiatives

## **Art Program**

For Bellaire Utility Boxes

## **Metro Branding Art Program**

Bellaire Metro Bus Shelters Inspired By Upper Kirby

## **Funding**

How to market city's donation policy as it relates to boards goal

# Education

## Condit Elementary

Board worked with Mrs. Welling's Kindergarten team making fish out of recycled water bottles and tissue submitted in the Bellaire/West U art contest at Recycles Fest.



Bellaire/West U Earth Art contest flyer went to 650 students in take home folders creating additional submissions by Condit students.

**WHO CAN ENTER?**  
Anyone between the ages of 3 - 18.  
There are five divisions: Pre-K to Kindergarten; Grades 1-2; Grades 3-5; Grades 6-8; Grades 9-12

**ENTRY DUE DATE**  
Saturday, November 1 between 10:00 - 11:00 AM  
Bring the completed entry form and attach it to your artwork or photograph. Entries must be picked up by 2:00 PM at the conclusion of the event unless you agree to have it displayed at City Hall.

**JUDGING & AWARDS**  
All contestants will be judged on the following criteria:  
☐ Use of recyclable materials   ☐ Environmental theme/message  
☐ Creativity   ☐ Composition  
☐ Explanation of art or photo   ☐ Originality  
 Prizes will be awarded for 1<sup>st</sup> Place and Runners-Up in each of the 5 divisions; every entry receives something!  
**WINNERS** will be announced at 12:30 PM on Nov. 1<sup>st</sup>

**ART GUIDELINES**  
Express your commitment to reduce waste in the environment by creating something innovative from waste and/or used products. Your entry can be flat or 3-dimensional. No size requirements. Any materials are allowed. New interesting materials such as gloves, tape, screws, nails, Velcro, etc. are permitted. At least 2 sentences need to be included to explain what the artwork represents. One entry per person.

**PHOTOGRAPHY GUIDELINES**  
Express your commitment to the environment with photos. How has your life been impacted by the beauty or negligence around you OR how have you impacted your environment? Your photograph can be color or black & white (size 8x10 or larger) depicting how one can limit waste and/or increase beauty. The photograph must be taken by you and not previously published. At least 2 sentences need to be included to explain what the photograph represents. One entry per person.  
 No depiction of nudity, adult or illegal subject matter in any entries

*Complete, clip and attach securely to artwork or photograph.*

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

School: \_\_\_\_\_

Environmental Message/Title (use back if necessary) \_\_\_\_\_

Grade Level (circle one):	PK - K	1 - 2
	3 - 5	6 - 8
		9 - 12

## L.I.G.H.T.S. Of Bellaire

Board worked with Kathy Higgins and Kristi Coffey for an afternoon of recycled art at L.I.G.H.T.S. Of Bellaire meeting that was submitted into Bellaire/West U Art Contest.



## Pershing/Pin Oak Middle Schools

Art teachers did class projects with their students submitting over 50 unique projects at the Bellaire/West U Earth Art Contest.





### **Girl Scout Fun Patch**

Girl scouts created recycled art for Bellaire/West U Earth art contest to receive 2 of the 7 requirements for a Girl Scout Fun Patch.

## Public Programs

**Frozen the Sing-A-Long, the third installment of TROLLEYWOOD: Movies in the Park, a project of PATRONS of Bellaire Parks & Bellaire Parks & Recreation.**

Frozen coloring pages provided to the guests by the Bellaire Cultural Arts Board.



### **4<sup>th</sup> of July**

Spin art hosted by board during celebration.



### **Bellaire/West U Recycles Fest**

Bellaire Cultural Arts Board teamed up with West U Recycling art committee to reach out for submissions from schools in the area. The team also created a pop up recycle booth at festival for on the spot recyclable creations. The team was also responsible for artwork curating the day of event along with judging.



### **Holiday In The Park**

Scratch off ornaments craft project offered at party.



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Public Works  
Category: Report  
Department Head: Brant Gary  
DOC ID: 1356

**SCHEDULED  
INFORMATION ITEM (ID  
# 1356)**

---

**Item Title:**

Presentation by Chair William (Bill) Stone of the 2014 Annual Report of the Environmental and Sustainability Board of the City of Bellaire, Texas.

**Background/Summary:**

Chair William (Bill) Stone will present the 2014 Annual Report of the Environmental and Sustainability Board to members of City Council on February 2, 2015.

The following members served on the Environmental and Sustainability Board from January 2014 to June 2014:

Gayle Davies  
Dorene Delaloye-Schroeder  
Mike Korotinsky  
Seth A. Miller  
William (Bill) Stone  
Jason Wintz

The following members served on the Environmental and Sustainability Board from July 2014 to December 2014:

Pam Geyer  
Mike Korotinsky  
Jane McNeel  
Johanna Moran  
Jonathan Palmer (August - December 2014)  
William (Bill) Stone  
Jason Wintz

Councilman James P. Avioli, Sr., served as Council Liaison to the Environmental and Sustainability Board during 2014, and Staff Liaisons included Director of Public Works Joe Keene, Director of Public Works Brant Gary, and Information Coordinator Todd Gross.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Acceptance of the report into the record.

**ATTACHMENTS:**

- BELLAIRE ENVIRONMENTAL AND SUSTAINABILITY BOARDS COMBINED (DOCX)



**BELLAIRE ENVIRONMENTAL AND SUSTAINABILITY BOARD'S**  
**COMBINED**  
**2014 ANNUAL REPORT**  
**AND**  
**2014 RECYCLES FEST REPORT**

**Chair**

William Stone

**Vice Chair**

Jason Wintz

**Current Members (Term Ends)**

Pam Geyer (06 30 16)  
Mike Korotinsky (06 30 15)  
Jane McNeel (06 30 16)  
Johanna Moran (06 30 16)  
Jonathan Palmer (06 30 15)  
William Stone (06 30 15)  
Jason Wintz (06 30 15)

**Council Liaison**

Jim Avioli

**Staff Liaisons**

Brant Gary, Director of Public Works  
Todd Gross, Information Coordinator, Public Works

January 29, 2015

Honorable Mayor and City Council  
7008 South Rice Avenue  
Bellaire, TX 77401

Mayor and City Council:

Pursuant to Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-104 Annual or special reports to city council ("Section 2-104"), of the Code of Ordinances of the City of Bellaire, Texas, here is the Bellaire Environmental and Sustainability Board's annual report for the period from January 1, 2012 through December 31, 2012.

As required by said Ordinance:

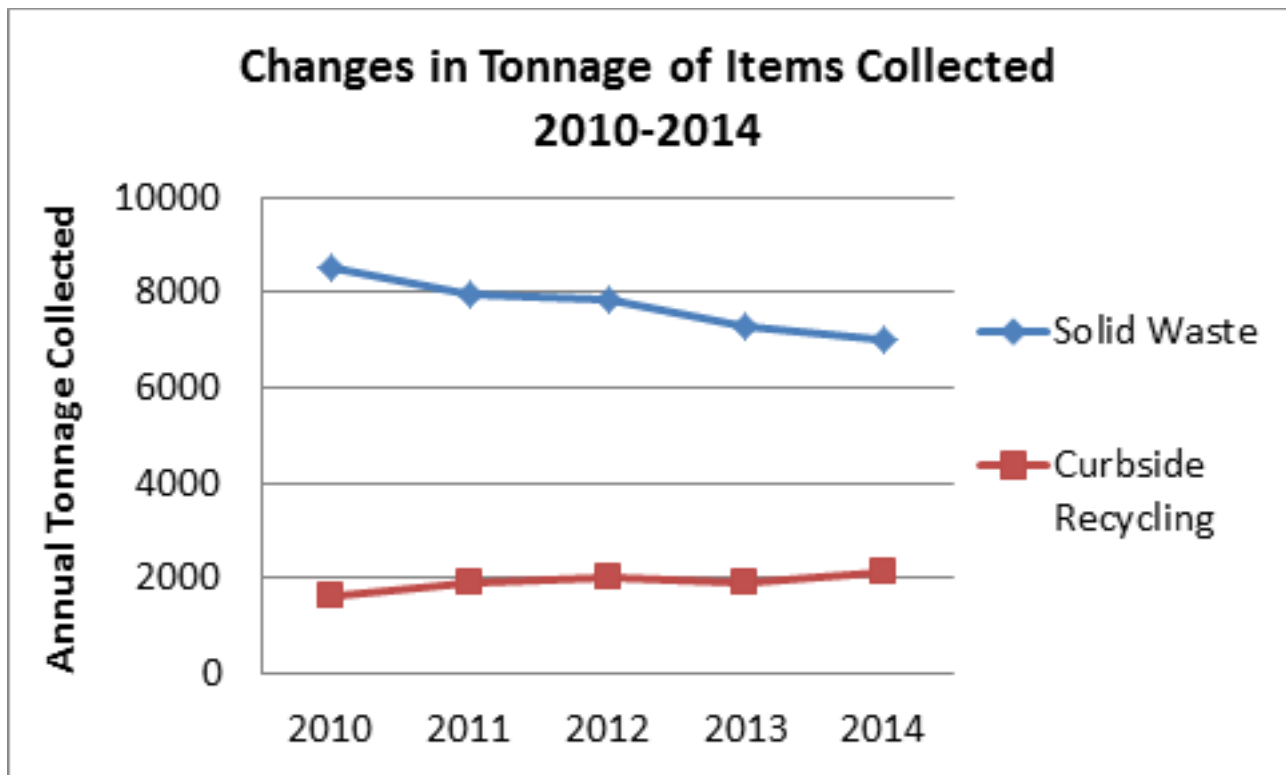
- (1) Yes, this Board is serving the purpose for which it was created.
- (2) Yes, this Board is serving the current community needs.
- (3) The Board's major accomplishments are detailed below
- (4) We are not aware of any other board, public or private, which would better serve the function of the Board.
- (5) Our recommendations follow our major accomplishments.

### **MAJOR ACCOMPLISHMENTS AND YEAR IN REVIEW**

#### **Curbside Recycling**

Information from our Public Works Department shows that annual recycling rates improved year to year. This increase in recycling is reflected in the year to year decrease in solid waste collections. The continuing improvement of curbside recycling in Bellaire reflective of what has been done collectively by ESB, other Boards, City Council and our citizens. We continue to focus on this and how we can improve upon its success. Here are figures for two years followed by a five (5) year chart showing the changes in tonnage of both Solid Waste and Curbside Recycling:

2013 Solid Waste	7,270.76 tons
2013 Curbside Recycling	1,901.95 tons
2014 Solid Waste	7,043.04 tons
2014 Curbside Recycling	2,130.13 tons



Rates for solid waste collection have not increased since 1994, making Bellaire's solid waste pickup affordable, but also poses the question whether rates for solid waste should be increased to a reasonable rate that, among other things, will spur more recycling in Bellaire.

### Citizen Survey

In 2014 we discussed issuing a survey to our residents to get input from them as to what they like and do not like about our current curbside recycling program. We hope to get the survey out sometime in the Spring of 2015.

### Houston Galveston Area Council

In 2014 we had attended most of the HGAC's regional workshops. The information obtained from their presentations have been outstanding and we have brought back from those presentations ideas about batteries, ballast, cigarette butts, composting, school recycling, solar energy, recycling of plastics and cartons, education strategies, and recycling partnerships.

### Textile Recycling

Throughout the year we have considered a curbside textile/clothing recycling program that is being offered to Bellaire on a one year trial basis from Corporate Waste Solutions and American Textile Recycling Services. The Board will be making a decision soon whether to recommend to the City that it participate in the proposals under consideration by our Board. Two of our Board members toured the facility on and three other of our Board members toured the facility on December 4, 2014.



### **Bellaire Spring Fling – Nature Discovery Center – April 14, 2014**

The Board attended Bellaire's Spring Fling, we sold recycling bins, had kids' activities and continued to focus on educating our citizens on recycling issues.

### **Fourth of July Parade – July 4, 2014**

The Board marched in the parade this year with one of the City's recycling trucks. We did not have a booth on the Great Lawn afterwards, but hope to have a display there in 2015.

### **2014 Bellaire and West U Recycles Fest – November 1, 2014**

Our latest Recycles Fest was the 6<sup>th</sup> straight one that we hosted, and in 2014 we combined our event with the West University Place event that their City has held for several years. We benefitted greatly from our sister city's Board (Recycling and Solid Waste Reduction Board of the City of West University Place, Texas). Their Board consists of eleven members and they brought much in the way of resources, energy, and good ideas.

The combined event presented many challenges for both cities, most notably a location and the city in which the event was to take place. Both boards were able to reach a consensus to hold the combined even in Bellaire, Texas. There were many reasons for this, but mainly it was felt that Bellaire had more room to host the fest for both cities. For the second straight year, Loftin Park was the site for the booths and vendors, but this year, the Grand Lawn was the site for the art contest, the Civic Center was used for the new speakers program and their presentations, and Bellaire Town Center (the West and South parking and drive areas), between Bank of America and Prosperity Bank was the site for the collection of materials that Bellaire does not take in its weekly curbside recycling program. Those items that were collected are on the flyer attached to our report.

The speakers and their topics were outstanding and the presentations, though lightly attended, were a welcome addition and educational component to the Fest:

10:15	Sandra Jackson	Topic: Used materials and what to do with them
10:40	Jimmy Garrett	Topic: Residential Solar System Design
11:00	Rachel Hernandez	Topic: Recycling for Children
11:30	Patsy Gillham	Topic: Texans for Clean Water
11:50	Mary Wood	Topic: Texans for Clean Water
12:15	Cary Voss	Topic: Bees and Beekeeping
12:45	Joe Blanton	Topic: Residential Rainwater Collection
13:15	Richard Sherwood	Topic: Understanding Solar - Costs and Benefits

Girl Scouts participated and were able to earn Fun Patch patches, attendees took the America Recycles Day pledge, children participated in activities like rock wall climbing, drawings were held and gifts and coupons given out to those winners, a scavenger hunt proved popular far the youth.

Planning the event consumed a significant amount of time for the Board. We started out with one of us attending their January meeting to discuss the idea of a joint event. Joint meetings of both Boards took place on April 23, June 3, July 1, August 12, and September 24<sup>th</sup>, and we alternated these joint meetings at different locations in Bellaire and West University Place. Chairing the event for Bellaire were Vice Chairman, Jason Wintz, and board member Mike Korotinskyy. A special

thank you to both of them is deserved for all the work they did before, during and after the event. Missing this year was a second blood drive with Gulf Coast Regional Blood Center, however we hope to have them back in 2015.

Funding for the event was provided by Bellaire and West University Place. Funding from Bellaire for the Fest was the second straight year we have benefitted from that support, and has allowed us to focus more of our energies on the event as opposed to having to be fund raisers for the Fest.

Attached to our report is the flyer advertising our event and information on what participating Girl Scouts needed to do to earn the Fun Patch.

### **Solar Panel Workshop – August 27, 2014**

One of our members attended this workshop in late August that was held by the City of Houston and she reported at our regular September meeting what was presented to the public.

### **Tour of Waste Management's Material Recovery Facility – September 12, 2014**

Most of the new Board had not attended the MRF facility on Gasmer in Houston, Texas and we made arrangements to take another tour of that plant for the members that have not been seen what goes on there. Four of our Board members did the tour. We viewed a short film about what goes on at this MRF, and we were able to ask questions of our tour guide before leaving. Among other things, we learned that plastic bags were a problem and several times a day, Waste Management has to stop all machines and remove plastic that sticks in the gears and inhibits the operation of the equipment. In the past, they recommended to us that we stick all plastic bags into one bag, tie it off, and then place in our recycling bins. However, on this trip, we were instructed that it might be better to recycle plastic bags at those grocery stores that issue so many of these bags.

### **Evelyn's Park**

The Board has discussed environmental and recycling issues at the City's newest park and how we might be able to participate and offer guidance in the development and operation of this park.

### **Solid Waste Fees**

Late in the year, as we became aware of discussions regarding fees for solid waste collection throughout the City, we begin to review and discuss same.

### **Newsletter**

The Recycling Committee continues to compile a Newsletter three times a year for distribution to residents. Beginning in 2012, all issues are distributed electronically through the City's News and Information Electronic distribution system. Limited printed copies available are available at the Library, City Hall and Public Works for those who do not have computer access. Our newsletter is one of the primary means for resident education on recycling and solid waste.

### **Christmas Tree Recycling**

The Save Our Beach Association is a non-profit organization ([www.sobatx.org](http://www.sobatx.org)) founded to help protect our beaches along the Surfside Beach coastline. This past month they were unable to get drop-off containers. Previously those containers have been donated to them. Since that fell through, our Public Works Department collected the holiday trees with the regular brush and limb collection, and used in the normal course for day cover and ground as temporary road material.

### RECOMMENDATIONS

Though not required of the Ordinance requiring this report, our Board makes the following recommendations that we believe will be beneficial to the City and its residents. They are:

1. We again urge City Council to continue to partner with us in assuring that recycling concerns are fully addressed in any final decisions with regard to the development of Evelyn's Park.
2. Though curbside recycling continues to improve, we need more of our residents to participate, and we welcome any help the City and its various departments and employees can give us in this regard.
3. As part of the discussion regarding solid waste fees and whether they need to be raised, we believe it is timely for the City and the Public Works Department to consider picking up recycling twice a week and solid waste once a week. Our Board believes that this will increase recycling which benefits the tipping fees received by the City from Waste Management and concurrently reduces the fees the City spends in having them dispose of solid waste collection.
4. The Board again believes the City, our Board, and our Public Works Department should undertake efforts to get our commercial business owners and their garbage/trash collectors to implement recycling collection efforts for the waste they produce.
5. There is consensus on the Board to reinstitute a written newsletter to be distributed along with trash bags provided by the City three times per year. We believe that more of our residents will see and read a written newsletter when contrasted to those that view the newsletter via a link on the City's website.
6. On the construction of new facilities, the Board would like for the City and its planners to implement energy efficient materials, lighting, etc. that would enable the building(s) to achieve the highest LEED rating available. An additional option would be to install electric charging stations for not only our citizens, but also for any future electric vehicles the City might purchase.

This report is submitted on behalf of the entire Environmental and Sustainability Board.

William Stone  
Chair



# 2014 RECYCLES FEST



it's *your* world  
Reduce, Reuse, Recycle

## LOFTIN PARK

7008 So. Rice  
Bellaire, TX

**Saturday**  
November 1, 2014

10 AM - 2 PM

[www.westutx.gov/recyclesfest](http://www.westutx.gov/recyclesfest)

[www.ci.bellaire.tx.us/recyclesfest2014](http://www.ci.bellaire.tx.us/recyclesfest2014)

[facebook.com/2014bwurecfest](https://facebook.com/2014bwurecfest)

Please join the Cities of West University Place and Bellaire for  
our first annual joint **RECYCLES FEST.**

### Activities & Events:

- ~ Recycled Art Contest
- ~ Children's Scavenger Hunt
- ~ Recycled Greeting Card Activity
- ~ Japanese Block Printing w/ Styrofoam
- ~ Children's Craft Activities
- ~ Scouting Fun Patch
- ~ Rock Wall Climbing
- ~ Inflatable Bounce Houses
- ~ Free Paper Shredding

### Educational / Training:

- ~ Residential Solar Power
- ~ Texans for Clean Water
- ~ Recycling & Kids
- ~ Rain Barrels

### Food & Entertainment:

- ~ Bernie's Burger Bus
- ~ Golden Grill
- ~ Kona Ice
- ~ Music - Tommy Blaze

### Donate & Recycle:

- |                              |                                |                           |
|------------------------------|--------------------------------|---------------------------|
| ~ Furniture & Mattresses     | ~ Car & Household Batteries    | ~ Used Books, Tapes & CDs |
| ~ Clothing & Shoes           | ~ Medical Equipment & Supplies | ~ Cell Phones             |
| ~ Household Items            | ~ Pet Supplies                 | ~ Plastic Gardening Pots  |
| ~ Electronics                | ~ Used Sports Equipment        | ~ Corks                   |
| ~ Eye Glasses & Hearing Aids | ~ Musical Instruments          | ~ Scrap Metal             |





City of West University Place, Texas  
 City of Bellaire, Texas  
**2014 WEST U & BELLAIRE RECYCLES FEST**  
**Saturday, November 1, 2014**

10:00 AM – 2:00 PM

Loftin Park, 7008 S. Rice Ave., Bellaire, TX 77401

### ***SCOUTING FUN PATCH: Information and Requirements***

This Scouting Fun Patch can be earned with or without attending the West U & Bellaire Recycles Fest. However, by participating in several of the Nov. 1 Recycles Fest activities, you can easily earn the patch during the event.

Bellaire & West U Recycles Fest is inspired by America Recycles Day, a program of Keep America Beautiful. America Recycles Day is a community-driven national awareness initiative dedicated to promoting and celebrating recycling in the United States. Bellaire & West U Recycles Fest is a community event, where area residents can come together and work to enhance the reduction of solid waste, and improve the spirit of reduce, reuse, and recycle. The Recycles Fest includes an art contest, green-inspired games, collection of reusable and recyclable items, food vendors, and exhibitors creating awareness on things you can do to reduce your waste footprint.

Complete 5 of the 11 requirements below. Requirement #5 counts as two requirements.

1. Set up a recycle/reuse/donation center in your home.
2. With your parent's help, find items around your home that can be donated and/or recycled at Bellaire & West U Recycles Fest. To see a list of items that will be collected for reuse and/or recycling, visit the City of West University webpage at: <http://www.westutx.gov/recyclesfest> or Facebook page at : <https://www.facebook.com/westurecycles>
3. Visit a recycling center OR resale store and make a list of at least 10 items that each accepts for recycling or reuse. Examples of recycling or reuse places to visit include the City of Houston Consumer Recycling Center (Westpark), City of Houston Reuse Warehouse, Texas Art Asylum, The Guild Shop, Blue Bird Circle Resale Shop, St. Vincent de Paul Resale Shop, Salvation Army Store, Sunshine Resale Shop, Houston Furniture Bank, Goodwill Donation Center or Resale Store or metal salvage yard.
4. Collect and deliver items to one of the above places listed in (3.) above.
5. Using recyclable materials, create a piece of art or photography to enter in the Art Contest at Bellaire & West U Recycles Fest. The Art Contest Rules and Entry form may be found at the webpage link provided above.
6. Volunteer with the Bellaire & West U Recycles Fest to assist with the craft projects, games or collection and/or delivery of donated items.
7. Participate in a learning activity or game at Bellaire & West U Recycles Fest (that does not include requirement 6.).
8. Participate at Bellaire & West U Recycles Fest by making greeting cards/holiday cards to be given to nursing home residents as part of the Holiday Project Greeting Cards or to give to a friend or loved one OR participate in another Recycles Fest craft activity.
9. While at West U Recycles Fest, tell an Adult Scouting Volunteer or Leader or West U Recycling and Solid Waste Reduction Board member or Bellaire Environmental and Sustainability Board member what kinds of items can be recycled curbside at your home.
10. Write a letter to your State Representative or State Senator in support of a bottle bill for Texas and state your reasons for supporting its passage. (Resources: [texansforcleanwater.com](http://texansforcleanwater.com) or [texasbottlebill.com](http://texasbottlebill.com), or visit their booth at Recycles Fest).
11. Volunteer in a recycling event in your community or region. Examples include Trash Bash (Spring), Earth Day (Spring), or an event associated with America Recycles Day (fall) other than the Nov. 1 Recycles Fest.

Scout's Name (print) \_\_\_\_\_ Troop \_\_\_\_\_ Please circle completed requirements.

Signature \_\_\_\_\_ of \_\_\_\_\_ Scout \_\_\_\_\_ Troop \_\_\_\_\_ Leader \_\_\_\_\_ or  
 Parent \_\_\_\_\_

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Parks, Recreation and  
Facilities  
Category: Report  
Department Head: Cheryl Bright-  
West  
DOC ID: 1357

**SCHEDULED  
INFORMATION ITEM (ID  
# 1357)**

---

**Item Title:**

Presentation by Chair Iola Pickul of the 2014 Annual Report of the LIFE Advisory Board of the City of Bellaire, Texas.

**Background/Summary:**

Chair Iola Pickul will present the 2014 Annual Report of the L.I.F.E. Advisory Board to members of City Council on February 2, 2015.

The following members served on the L.I.F.E. Advisory Board from January 2014 to June 2014:

Barbara Davis  
Jerisue Garner  
Marjorie Ishee  
Roberta Murray  
Pauline Nolen  
Iola Pickul  
Patricia Westwood

The following members served on the L.I.F.E. Advisory Board from July 2014 to December 2014:

Barbara Davis  
Jerisue Garner  
Marjorie Ishee  
Roberta Murray  
Iola Pickul  
Marla Turner  
Patricia Westwood

Dr. Philip L. Nauert, Mayor, served as Council Liaison to the L.I.F.E. Advisory Board during 2014, and Staff Liaisons included Parks and Recreation Director Jane Dembski, Parks, Recreation and Facilities Director Karl Miller, Parks, Recreation and Facilities Assistant Director Cheryl Bright-West, Senior Services Specialist Valerie Langdon, and Recreation Supervisor Victoria Arevalo.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**



Acceptance of the report into the record.

**ATTACHMENTS:**

- BLIFE Annual Report for 2014 (DOCX)

**State of the City Report  
February 2, 2015  
LIFE Advisory Board**

Through the Parks, Recreation and Facilities Department, the City of Bellaire provides the Bellaire Life (BLIFE) program for active adults ages 50 and up. BLIFE represents Living, Information, Fun, and Enrichment. The programming is designed to keep participants engaged in life through continued learning opportunities, new relationships and new experiences. The programming provides the residents of Bellaire and surrounding communities with a leisure lifestyle through socialization, games, day trips, special activities and events. The atmosphere is fun with a sense of camaraderie.

BLIFE takes advantage of free bus transportation services offered by the Harris County Transportation Department. Generally, staff is able to secure one to two Harris County buses per month for day trips within a 200-mile radius from Houston. The trips provide a change of scenery for the participants as well as provide an opportunity to learn about an area's history, tourism and entertainment opportunities; to make new friends; and to enhance the overall lifestyle of each participant. In 2014, we toured the National Museum of Funeral History, which houses the country's largest collection of funeral service artifacts and features renowned exhibits on one of man's oldest cultural customs; toured the historic 1903 Carnegie Library in Bryan Texas; toured "The Oldest Town in Texas"; visited the Hilltop Restaurant and Herb Farm for a tour and lunch, sampled an array of jellies and relishes; toured the Texas Flying Legends Museum which is dedicated to honoring past generations and inspiring the leaders of tomorrow through active display of WWII war bird airplanes; visited the traditional Crafts Village, watched craftsmen work and enjoyed a hay ride through the village; enjoyed a sample of Blue Bell ice cream after touring the Blue Bell Creamery; saw the play "Into the Woods" at Lutheran High North Spring; dined at The Gardens Restaurant at Moody Gardens after a 1-hour cruise around Offats Bayou on the Colonel Paddlewheel; shopped at Sam Moon Trading Company and headed over to the Houston Zoo to see transformation of the Zoo sparkling with thousands of colorful LED lights. We learned "How to Talk to Your Doctor"; were informed about personal safety tips and various scams to be on the lookout for; bath safety and how to "Put Your Memories on Paper". BLIFE participants also recognized some of the more important "holidays" of the year such as Valentine's Day, St. Patrick's Day, Halloween, Cinco de Mayo, July 4<sup>th</sup>, National Lasagna Day, Waffle Day, and Thanksgiving.

In an effort to make a difference in the community, BLIFE participants donated blankets to give to Home Instead and BARC for the 2014 holiday season.

Provided for under City ordinance, and appointed by the Mayor and City Council, the LIFE Board meets monthly to provide guidance to Staff in determining program objectives. In addition, LIFE Board members provide assistance to staff during programs, trips, activities and events

**2014 BLIFE Programming Participation**

<b>Activity</b>	<b># of Participants</b>
21 Bus day trips	574
4 Educational Seminars	52
12 Monthly Bingo games	258
12 Monthly Men's/Women's Club Programs	228
44 Monday Bridge	644
47 Tuesday weekly meetings of various games, bridge	176
47 Wednesday Crafts and Conversation	188
48 Friday Bridge	526
12 Movies	472
19 Special Events: Luncheons, extra game days, wreath decorating Book swap, etc.	521
<b>Totals</b> <b>266 activities</b>	<b>3,639 participants</b>

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: Parks, Recreation and  
Facilities  
Category: Report  
Department Head: Karl Miller  
DOC ID: 1358

**SCHEDULED  
INFORMATION ITEM (ID  
# 1358)**

---

**Item Title:**

Presentation by Vice Chair Paula Mey of the 2014 Annual Report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas.

**Background/Summary:**

Vice Chair Paula Mey will present the 2014 Annual Report of the Parks and Recreation Advisory Board to members of City Council on February 2, 2015.

The following members served on the Parks and Recreation Advisory Board from January 2014 to June 2014:

Jeff Addicks  
Todd Blitzer  
James Broadwell  
Alissa Leightman  
Gay Mayeaux  
Paula Mey  
Kim Padgett (January 2014 - November 2014)

The following members served on the Parks and Recreation Advisory Board from July 2014 to December 2014:

Todd Blitzer  
James Broadwell  
Gay Mayeaux  
Julie McNee  
Paula Mey  
Kim Padgett  
Neil Verma

Mayor Pro Tem Amanda B. Nathan served as Council Liaison to the Parks and Recreation Advisory Board during 2014, and Staff Liaisons included Parks and Recreation Director Jane Dembski and Parks, Recreation and Facilities Director Karl Miller.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Acceptance of the report into the record.

**ATTACHMENTS:**

- PR Annual Rpt\_012915v2 (DOCX)

January 29, 2015

Honorable Mayor and City Council  
City of Bellaire  
7008 South Rice Avenue  
Bellaire, Texas 77401

**Re: ANNUAL REPORT OF THE BELLAIRE PARKS AND RECREATION ADVISORY BOARD**

Mayor and City Council:

My name is Paula Mey and I serve as Vice Chair of the Bellaire Parks and Recreation Advisory Board (the “Board”) for the current term ending July 2015. The Board is comprised of a very dedicated team of volunteers including Jim Broadwell, our Chair, Todd Blitzler, Gay Mayeux, Julie McNee, and Neil Verma. We offer a variety of experience to the city drawn from our professions as a CPA, lawyer, architect, business consultant, area manager and marketing expert. We are welcoming Susan Hawes to the Board to replace Kim Padgett who resigned this past November after serving many dedicated years to the citizens of Bellaire. The Board is also served by our Council Liaison, Mandy Nathan, who provides invaluable advice and counsel in every meeting. In addition to service on this Board, our members serve as volunteers at many of Bellaire’s events such as Holiday in the Park, Bellaire New Home Showcase, and the 4<sup>th</sup> of July Parade.

The members of the Board act in an advisory capacity to the Parks, Recreation and Facilities Department (the “Department”) by providing recommendations on issues and significant improvements pertaining to city parks and recreational facilities. We base our recommendations on routine on-site visits to each park, trail and facility and interview those who have a vested interest. We also base it on our own experiences of the parks and those of our friends and neighbors. In addition, we hold a public meeting every month for residents to voice their concerns and provide invaluable input. Throughout the month we report issues noted by any one of us in any park directly to Karl Miller, Director of Parks, Recreation, & Facilities.

For over the past five years from which we have a variety of experience, we have had limited funds to spend on the parks. Therefore, our continued focus has been on repairs, maintenance and discussing better ways to save costs by standardizing. The prioritization was captured for input in the development of an overall Parks and Recreation ten year master plan which outlines improvements based on the hope and expectation the there may someday be adequate funding available to address the needs of these extremely valuable assets that we as a City are responsible for delivering to our residents. We provide input to help prioritize the repairs. This past year, we also covered matters pertaining to bike/pathways and how they connect to the City of Houston’s plans, holiday decorations and ordinances regarding pets being permitted in certain parks.



## **PARKS AND RECREATION MASTER PLAN**

Since June 2013, the Department has been working on a ten year master plan. The Board participated by taking an inventory of all the repairs needed at each park site. In addition, we met with several individuals and organizations who have been maintaining some of our parks in a variety of ways in return for use by them. The city is extremely fortunate to have residents willing to be so generous to keep our parks functional. We also interviewed neighbors and residents actually using the parks. Since little funding has been provided for parks over the past five years, many of the repairs are becoming extremely costly. Based on our findings, we have worked with the Department to develop a ten year matrix helping to prioritize the parks and repairs. We have also worked on recommending standards for every park so we have a consistent look and feel throughout the city. We believe this will drastically improve our image and is a far more cost effective way to approach maintenance.

A draft of the Master Plan was presented to the Board in our January 2015 monthly meeting for our review. The plan and our recommendations for repairs and improvements needed in FY 2016 will be presented to City Council this spring for consideration with the new budget.

### **EVERGREEN PARK IMPROVEMENTS**

This past summer the water tanks were removed from the southeast portion of the Evergreen Park. This opened up a significant area with an opportunity to add more green space and a connection to all areas of the park. Several improvements were made to ready the park for immediate use included: irrigation, plants, grass, a new fence and a gravel driveway for maintenance.

Based on the opportunity of new space, an aging swimming pool and interest from Patrons for Bellaire Parks to raise funds specifically for Evergreen Park, our former Chair, Jeff Addicks, recommended the development of an Evergreen Park Master Plan. Clark Condon was hired and several meetings were held to discuss possible park amenities and design considerations. The Board will be presenting some initial conceptual designs to Council for input in the next month.

### **HOLLY STREET**

In December 2014 the Board was presented a completed Trail Master Plan for Holly Street limited to the city blocks outside of the Highway 610 Loop. Our immediate recommendation to the Department was that the Plan needed to be expanded to consider all the Hike & Bike Trails in the city and integrated with overall landscape design for the new

municipal buildings. We have witnessed the results of our past “park by park” approach and it has led the city down an expensive path for repairs as well as delivered a severely low quality level of beautification. We also noted a public phase of the design process should have been offered to all residents as a means of gathering input as practiced with the creation of Evelyn’s Park and past city projects.

Thanks to our Council Liaison Mandy Nathan, this fast moving train was temporarily derailed and the Board was asked to recommend where else the funds for the proposed Holly Street \$250,000 phase I and \$200K phase II could be used. The Board, a committee structure created by the city, followed the traditional process and procedures done by countless Boards before us to gather further data and cost estimates to make an educated recommendation. That required several members of the Board to revisit the high priority parks, including Holly Street, gather photos, hold onsite meetings with the Park Directors, Karl and Jane, interview park users and review cost estimates. Our recommendation to the Department and Council was to spend the \$150,000 on Lafayette Park a park in significant and possible dangerous dis-repair and \$50,000 to begin work on Holly St. This would allow time to create an all-inclusive plan which would take into consideration the views from residents all across Bellaire. It is still our recommendation that a Master Trail Plan should be completed, presented and approved by City Council. On January 26, 2015 City Council approved the use of \$200,000 toward the Holly Street project without review or assessment of a detailed plan. No funds were approved for Lafayette Park. The City Council did approve \$50,000 to be spent towards standardizing our safety fencing at Loftin, Russ Pittman, Joe Gaither and Feld Park.

While the past year proved to be challenging, we hope to revise our approach to ensure our time is used in the most efficient manner possible while optimizing the talent and experience of our individual Board members. We hope to play a critical role in the improvements that impact the entire City of Bellaire and ALL of its residents.

Sincerely,

Paula Mey  
Board Vice Chairman

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/02/15 06:00 PM  
Department: City Clerk  
Category: Report  
Department Head: Tracy L. Dutton  
DOC ID: 1359

**SCHEDULED  
INFORMATION ITEM (ID  
# 1359)**

---

**Item Title:**

Presentation of the 2014 State of the City Address by Dr. Philip L. Nauert, Mayor of the City of Bellaire, Texas, consisting of a recap of the City's goals, accomplishments, and activities during the year.

**Background/Summary:**

Dr. Philip L. Nauert, Mayor of the City of Bellaire, Texas, will present his State of the City Address for the calendar year beginning on January 1, 2014, and ending on December 31, 2014. The report will consist of a recap of the City's goals accomplishments, and activities during the year.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

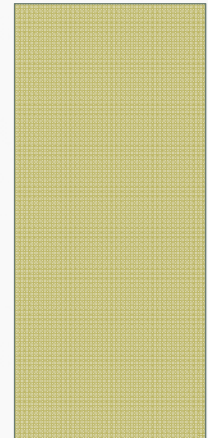
**ATTACHMENTS:**

- State of the City Presentation (PDF)



# STATE OF THE CITY FEBRUARY 2, 2015

PRESENTED BY, DR. PHILIP L. NAUERT, MAYOR



# PROJECTS

## 2013 Bond Program

Project	Authority	Bond Sale
Evelyn's Park	\$5,000,000	August 2014
Nature Discovery Center	\$500,000	August 2014
Bellaire Municipal Facilities	\$11,000,000	August 2015



# PROJECTS

## Central Water Well

- Located in Bellaire Town Square
- Cost - \$1,936,800
- 12 Months to Complete

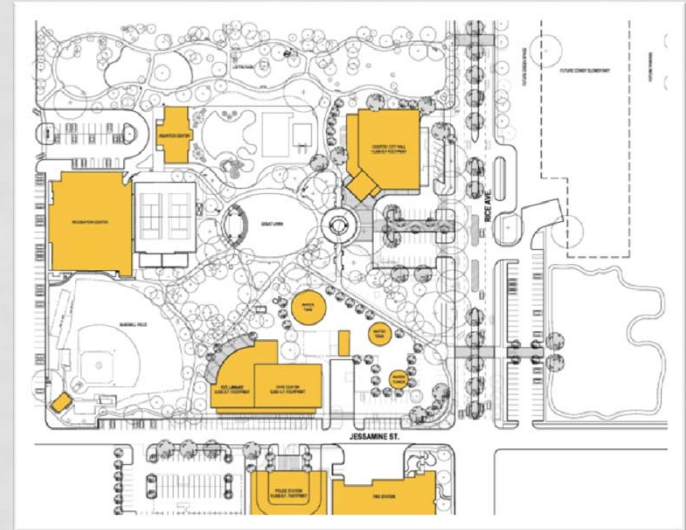




# PROJECTS

## Municipal Facilities

- Campus Design Layout
- Pierce Goodwin Alexander and Linville (PGAL) selected as the Project Architect
- Residential Ad Hoc Municipal Facilities Committee Created



# PROJECTS

## US59/IH610 Interchange

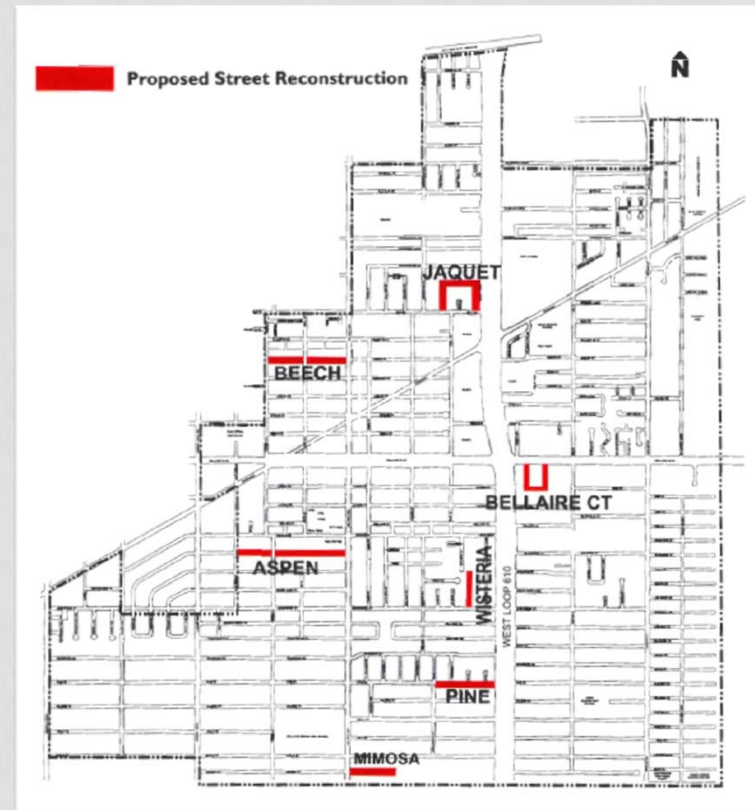
- The Texas Department of Transportation is Designing the US59 South/IH 610 West Interchange Reconstruction Project
- In February, Council engaged Blackburn & Carter to represent the City



# PROJECTS

## Rebuild Bellaire Phase 4

- Cost - \$6,414,715
- 15 Months to Complete
- 7 Streets Effected



# PROJECTS

## Uptown Transit Center

- Currently Evaluating How Street and Drainage Improvements Associated with the Transit Center May Benefit the City
- A Council Workshop on the Project is Being Planned

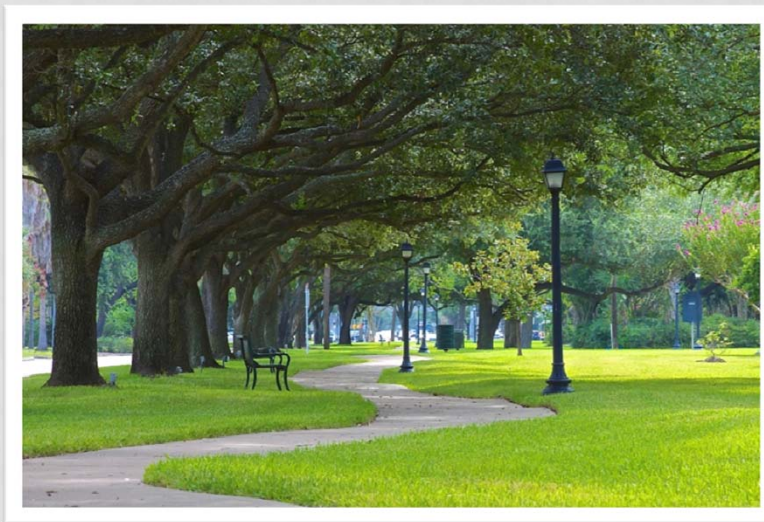




# PROJECTS

## Beautification

- Nearly \$100,000 spend on beautification throughout the City



# PROJECTS

## Meter Reading Contract

- Approximately 7,600 Water and Sprinkler Meters
- Awarded to Alexander's Inc.
- 3 Year Contract
- Repair of Broken Meter Boxes

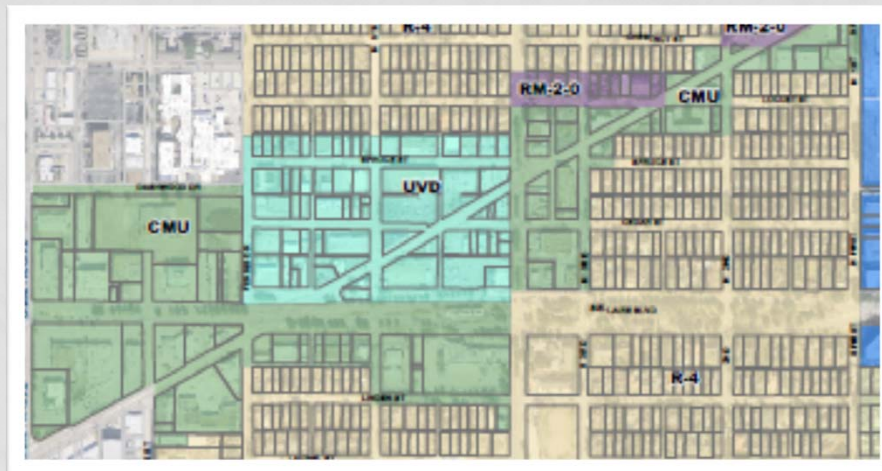




# POLICIES

## UV-D & CMU Zoning Districts

- 2 New Zoning Districts Created
- New Building Design and Landscaping Standards Established in these Districts



# POLICIES

## Donations

- Resolution No. 14-09
- City Manager Can Now Accept Up to \$25,000 in Donations for the City



# POLICIES

## Credit Access Businesses

- Ordinance No. 14-011, Adopted February 17
- Effects Pay Day Loan and Title Loan Institutions
- Registration with City
- Loan Amount Restrictions Established



# POLICIES

## Condit Elementary SUP

- Approved June 16
- Allows HISD to Construct a new Condit Elementary
- Maintains the Joint Use Agreement which Allows the Public to Utilize Parking and Green Space on the Site





# POLICIES

## Parking Requirements

- Ordinance No. 14-041, Adopted August 18
- Zoning Ordinance Amended to Establish Parking Standards More in Line with Those of the Surrounding Areas
- Biggest Change was to Schools



# POLICIES

## Water Vapor Control

- Ordinance No. 14-057 Adopted October 6
- Guidelines Developed by the Building Standards Commission
- Requires Builders to Install Vapor Retarders in Residential Crawlspace Construction





# PEOPLE

## Appointments

- 41 Appointments Made to City Boards and Commissions
  - Creation of a 7 Member Ad Hoc Municipal Facilities Committee
- 32 First Time Appointees



# PEOPLE

## New Hires

- 30 New Hires, including:
  - 7 New Police Officers
  - 6 New Laborers
  - 3 New Firefighter/Paramedics



# PEOPLE

## Events

- 17<sup>th</sup> Annual Trolley Run
- 27<sup>th</sup> Annual 4<sup>th</sup> of July Celebration
- Bellaire High School Community Meeting
- 3<sup>rd</sup> Annual Pumpkin Hunt
- 6<sup>th</sup> Annual Recycles Fest
- 27<sup>th</sup> Annual Holiday in the Park



# PEOPLE

## Teams

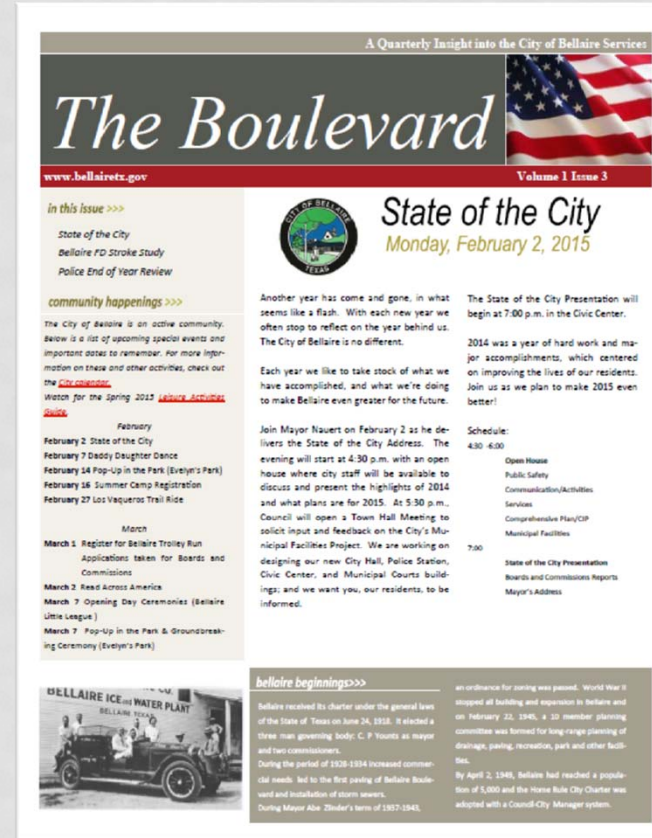
- Cross Departmental Project Teams
- Focus on Accomplishing Council's Priorities and Creating an Efficient and Effective Working Environment



# PEOPLE

## Newsletter

- Published Quarterly
- Produced by the Communications Team





# PEOPLE

## Transitions

- A New City Manager was Hired for the First Time in 13 Years
- New Public Works Director
- Parks and Recreation Joined with Facilities





# PEOPLE

## Public Safety Community Meetings

- Hosted by the Police, Fire, and Public Works Departments
- Summer Community Meeting - Held Wednesday, August 13
- National Night Out – Held Tuesday, October 7
  - Reps from PD, Fire, and PW met with 37 Citizen Groups
  - Approximately 900 Citizens Participated



# TRENDS

## Bond Rating

- In March, Standard & Poors affirmed the City's AAA/Stable GO Bond Rating
- Bellaire's Economy, per Standard & Poors, is Considered to be "very strong"



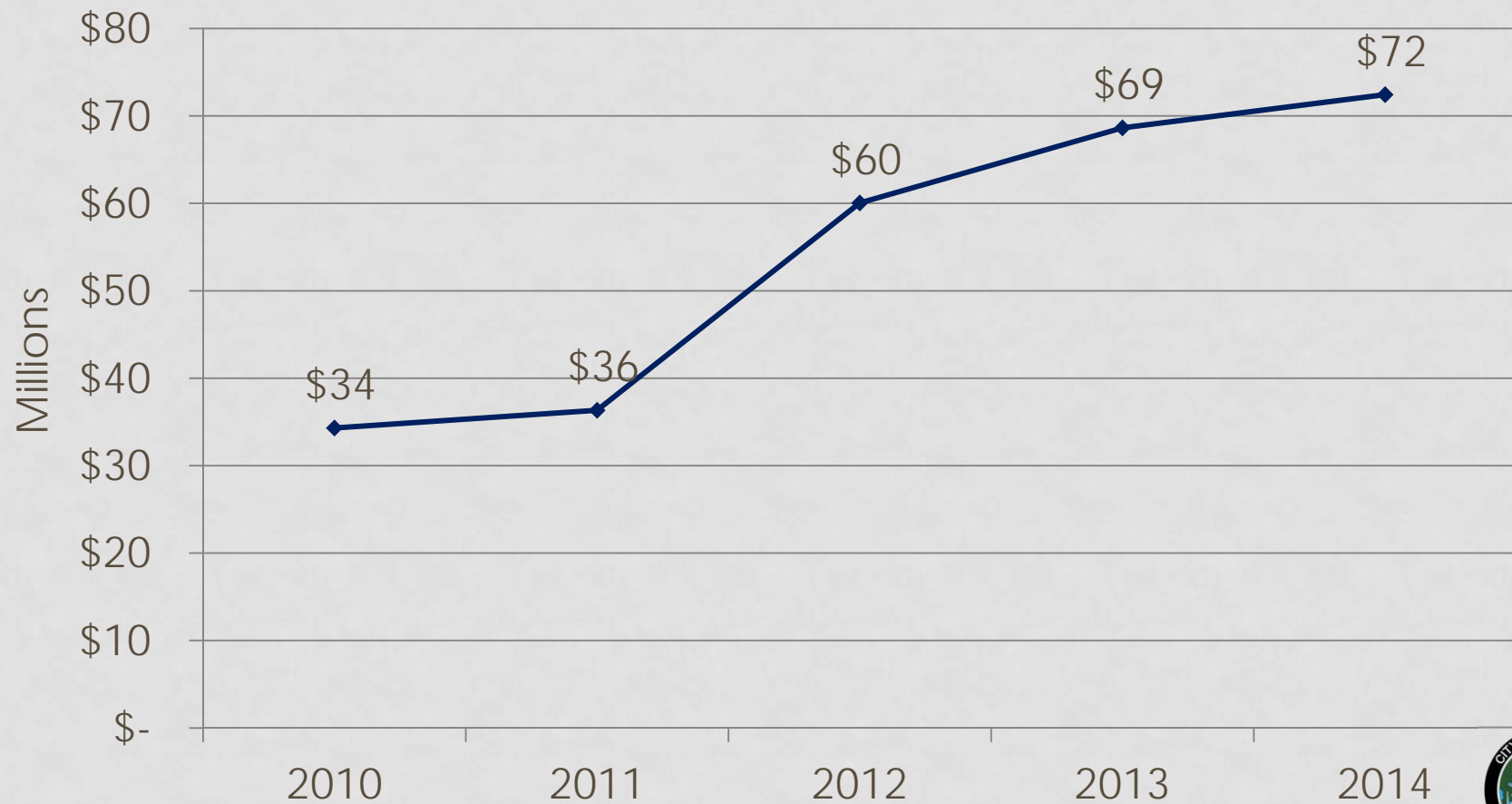
# TRENDS

## Assessed Values



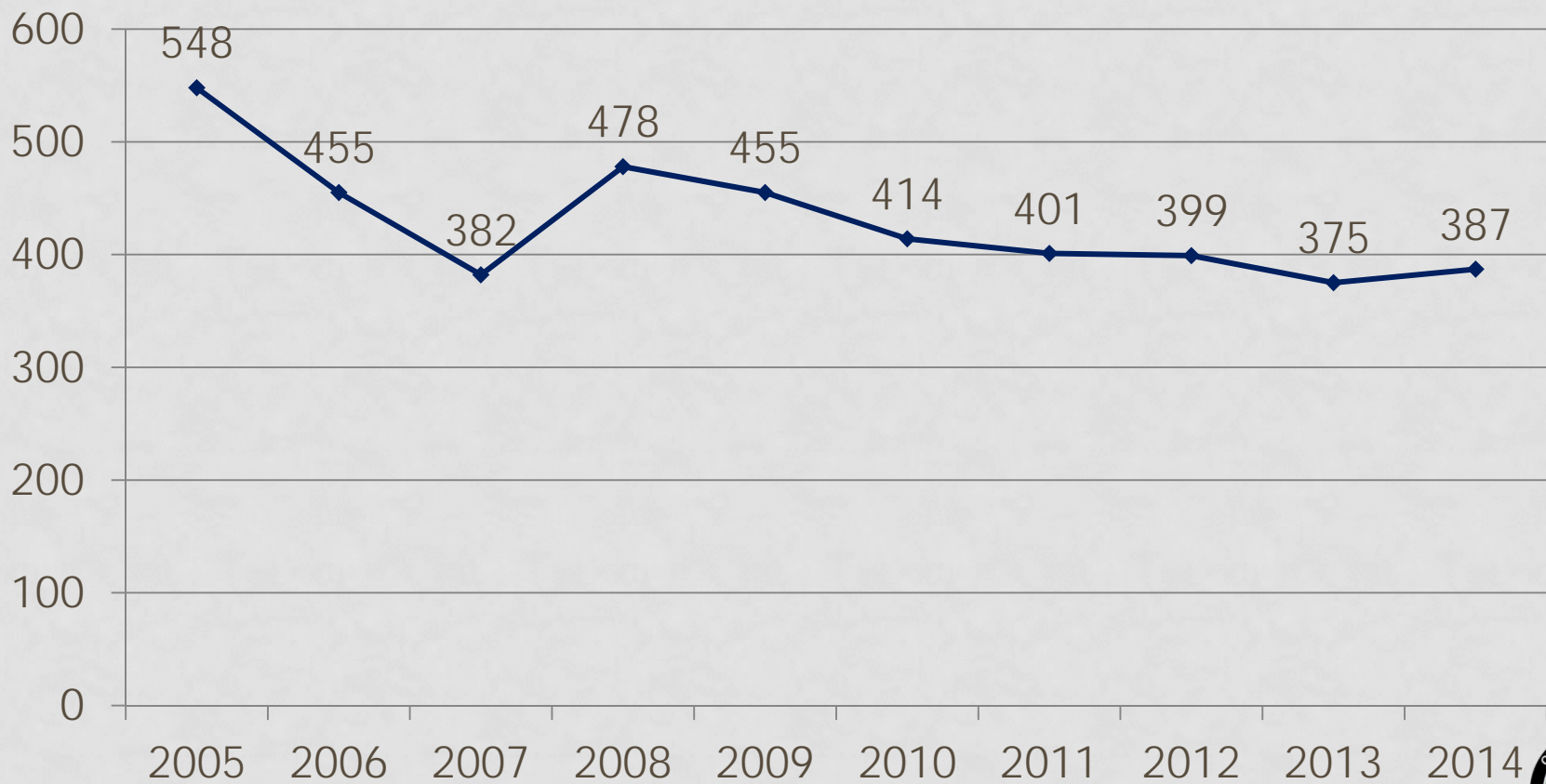
# TRENDS

## Building/Development



# TRENDS

## Crime Statistics





# TRENDS

## Fire Call Analysis





# FORECASTS

## 5 Year Fiscal Forecast

In \$millions	FY2014P	FY2015	FY2016	FY2017	FY2018	FY2019
Beginning Balance	\$4.2	\$3.9	\$4.7	\$4.8	\$4.8	\$4.4
Recurring Revenue	\$16.4	\$17.5	\$18.0	\$18.7	\$19.6	\$20.4
Recurring Expense	\$15.7	\$16.2	\$17.1	\$18.0	\$19.0	\$20.0
VET/Capital Outlay	\$0.560	\$0.489	\$0.650	\$0.650	\$0.650	\$0.650
CIP Contr	\$0.470	\$0.000	\$0.200	\$0.010	\$0.380	\$0.020
Ending Fund Balance	\$3.9	\$4.7	\$4.8	\$4.8	\$4.4	\$4.0
60 Day	\$2.6	\$2.7	\$2.9	\$3.0	\$3.1	\$3.3
Available	\$1.3	\$2.0	\$1.9	\$1.8	\$1.3	\$0.7



# 2015 PRIORITIES

## FY 2015 Management Projects

- Community Safety Outreach
- Comp. Study/Employee Eval.
- Network/Data Management
- R.O.W. Maintenance
- Finance Management
- Safety/Risk Management
- Revenue Team
- Vehicle/Equipment Management
- UV-T
- Comprehensive Plan



# 2015 PRIORITIES

## CIP Highlights

What	Why	Budget
Evelyn's Park Phase One	Construction	\$5.0
Nature Discovery Center	Construction	\$0.5
Evergreen Master Plan	Part of overall Park Master Plan	\$0.025



# 2015 PRIORITIES

## CIP Highlights cont.

What	Why	Budget
Bellaire Town Square Design	Municipal Facilities Project	\$0.921
S. Rice Esplanade Design	Conceptual design	\$0.100



# 2015 PRIORITIES

## CIP Highlights cont.

What	Why	Budget
Rebuild Bellaire Phase 5A	This is the first part of Phase 5 and includes approximately half of the streets identified for reconstruction for this phase.	\$9.41



THANK YOU