

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 7, 2015

Council Chamber	Regular Session	7:00 PM
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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

Michael Fife

Mission Statement:

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

REGULAR SESSION - 7:00 P.M.**A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.****B. Inspirational Reading and/or Invocation - Dr. Philip L. Nauert, Mayor.****C. Pledges to The Flags - Dr. Philip L. Nauert, Mayor.****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. Special Recognition:

1. Special recognition by Dr. Philip L. Nauert, Mayor, of Iola Pickul in honor of her extraordinary service and leadership as Chair of the L.I.F.E. Advisory Board of the City of Bellaire, Texas, from July 2009 through June 2015 - Submitted by Dr. Philip L. Nauert, Mayor.
2. Special recognition by Dr. Philip L. Nauert, Mayor, of the Ad Hoc Municipal Facilities Committee ("Committee") of the City of Bellaire, Texas, in appreciation of the Committee's dedicated service to the City of Bellaire from 2014 to 2015. Members: Dolores Avioli, Todd L. Blitzer, Christopher Butler, Michael Fife, John Gabriel, Chris Kaitson, Kristin Schuster, and Suzanne Shelby. Council Liaison: Gus E. Pappas - Submitted by Dr. Philip L. Nauert, Mayor.

E. Approval or Correction of Minutes:**Minutes of the Special Session (Executive Session) and Regular Session - November 2, 2015:**

Consideration of and possible action on the approval of the Special Session (Executive Session) and Regular Session minutes of the City Council of the City of Bellaire, Texas, held on Monday, November 2, 2015.

Mayor and Council - Special Session and Regular Session - Nov 2, 2015 6:00 PM

F. 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.]

G. Reports:

1. Presentation and acceptance of a report by Jeff Gerber of PGAL regarding a Public Works Facility Assessment and direction and approval for the City Manager to take actions as appropriate - Submitted by Brant Gary, Director of Public Works.
2. Presentation of Mobility Study - Submitted by John McDonald, Development Services Director; Introduced by James Andrews, City Engineer, ARKK Engineering Inc.; Presented by Harish Narayanappa, PE, PTOE, President of EPIC Transportation Group, LP.
3. Presentation on the transition of the City's current telephone system to a cloud-based hosted telephone service - Presented and submitted by Larry Parks, Information Technology Director.

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

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, and the Chief Financial Officer and City Attorney of the City of Bellaire, Texas, to countersign and approve as to form, respectively, for and on behalf of the City of Bellaire, Texas, an Interlocal Agreement with Harris County, Texas, for the purpose of receiving an appropriation in the amount of \$50,000.00 from Harris County, Texas, to be used for the operations and maintenance of The Nature Discovery Center at Russ Pitman Park, 7112 Newcastle Drive, Bellaire, Texas - Requested by Tracy L. Dutton, City Clerk, on behalf of Commissioner Steve Radack, Harris County Precinct 3.
- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending Chapter 2, Administration, Article I, In General, Section 2-5, City Departments, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of changing certain City Department names to correctly reflect the names included in the departmental reorganization plan presented to the City Council as part of the City's FY 2016 Budget - Requested and submitted by Diane K. White, Assistant City Manager.

2. Items for Individual Consideration:

- a. Consideration of and possible action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for signage for fundraising events held at Bellaire public schools, Condit Elementary School and Horn Elementary School, as said fundraising events are organized by Bellaire resident PTO parents for the betterment of kids and schools, the overall community, and the positive impact on the City of Bellaire - Requested by Roman F. Reed, Councilman.

- b. Consideration of and possible action to give feedback to the Citizens For A Beautiful Bellaire concerning the development of the remaining Phase I projects as identified by the Citizens For A Beautiful Bellaire - Presented by John F. Monday; submitted by Pat B. McLaughlan, Councilman.

I. Adjourn.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Clerk
Category: Recognition
Department Head: Tracy L. Dutton
DOC ID: 1755

**SCHEDULED
INFORMATION ITEM (ID
1755)**

Item Title:

Special recognition by Dr. Philip L. Nauert, Mayor, of Iola Pickul in honor of her extraordinary service and leadership as Chair of the L.I.F.E. Advisory Board of the City of Bellaire, Texas, from July 2009 through June 2015 - Submitted by Dr. Philip L. Nauert, Mayor.

Background/Summary:

Dr. Philip L. Nauert, Mayor, will recognize Iola Pickul in honor of her extraordinary service and leadership as Chair of the L.I.F.E. Advisory Board of the City of Bellaire, Texas, from July 2009 through June 2015.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Clerk
Category: Recognition
Department Head: Tracy L. Dutton
DOC ID: 1754

**SCHEDULED
INFORMATION ITEM (ID
1754)**

Item Title:

Special recognition by Dr. Philip L. Nauert, Mayor, of the Ad Hoc Municipal Facilities Committee ("Committee") of the City of Bellaire, Texas, in appreciation of the Committee's dedicated service to the City of Bellaire from 2014 to 2015. Members: Dolores Avioli, Todd L. Blitzer, Christopher Butler, Michael Fife, John Gabriel, Chris Kaitson, Kristin Schuster, and Suzanne Shelby. Council Liaison: Gus E. Pappas - Submitted by Dr. Philip L. Nauert, Mayor.

Background/Summary:

Dr. Philip L. Nauert, Mayor, will recognize the members who served on the City's Ad Hoc Municipal Facilities Committee from 2014 to 2015. The recognition is in honor of their dedicated service and efforts while serving to help the City with its Municipal Facilities Project.

Members to be recognized include: Dolores Avioli, Todd L. Blitzer, Christopher Butler, Michael Fife, John Gabriel, Chris Kaitson, Kristin Schuster, and Suzanne Shelby. The Council Liaison from 2014 to 2015 was Councilman Gus E. Pappas.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

NOVEMBER 2, 2015

Council Chamber and Council Conference Room
6:00 PM

Special Session and Regular Session

7008 S. RICE AVENUE
BELLAIRE, TX 77401

I. SPECIAL SESSION (EXECUTIVE SESSION) - 6:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the Special Session (Executive Session) of the City Council of the City of Bellaire, Texas, to order at 6:01 p.m. on Monday, November 2, 2015. He announced that a quorum was present consisting of all members of City Council as set forth in the table below.

Full Name	Title	Status	
Nauert	Mayor	Present	
B. Nathan	Mayor Pro Tem	Present	
. Reed	Councilman	Present	
Avioli Sr.	Councilman	Present	
Pappas	Councilman	Present	
McLaughlan	Councilman	Present	
S. Friedberg	Councilman	Present	
Hofmann	City Manager	Present	
Metrov	City Attorney	Present	
Dutton	City Clerk	Present	

B. Convene in Executive Session:

Convene in Executive Session (Closed Session to be held in the Council Conference Room) under the Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074, Personnel Matters, to deliberate the evaluation of the City Attorney of the City of Bellaire, Texas.

Motion:

To convene in Executive Session under the Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074, Personnel Matters, to deliberate the evaluation of the City Attorney of the City of Bellaire, Texas.

RESULT:	APPROVED [7 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	None

{The Bellaire City Council convened in the Council Conference Room located directly

behind the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas, for the purpose of conducting the referenced closed session at 6:02 p.m. on Monday, November 2, 2015.}

C. Reconvene in Open Session:

Reconvene in Open Session in the Council Chamber and consider taking action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing Alan P. Petrov as the City Attorney of the City of Bellaire, Texas, for a one-year period of time commencing on December 1, 2015, and remaining in effect month to month thereafter and authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Legal Service Agreement with Johnson Petrov LLP for legal services.

{The Bellaire City Council reconvened in open session in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas, at 6:48 p.m. on Monday, November 2, 2015.}

Dr. Philip L. Nauert, Mayor, advised that the City Council had reviewed the City Attorney's performance and a proposal that the City Attorney's firm had submitted to the City of Bellaire to continue said services for another year.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, appointing Alan P. Petrov as the City Attorney of the City of Bellaire, Texas, for a one-year period of time commencing on December 1, 2015, and remaining in effect month to month thereafter and authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Legal Service Agreement* dated November 2, 2015, with Johnson Petrov LLP for legal services.

***Andrew S. Friedberg, Councilman,** advised that the Legal Service Agreement was the same in all material respects as the agreement in effect for the prior year with the exception of the flat monthly fee. Going forward, the flat monthly fee would be \$7,245.00 plus out-of-pocket expenses not to exceed \$1,000.00 per expenditure.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	None

D. Adjourn.

Motion:

To adjourn the Special Session (Executive Session) of the City Council of the City of Bellaire, Texas, at 6:51 p.m. on Monday, November 2, 2015.

RESULT:	APPROVED [7 TO 0]
MOVER:	Roman F. Reed, Councilman

SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	None

II. REGULAR SESSION - 7:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:00 p.m. on Monday, November 2, 2015. He announced that a quorum was present consisting of all members of City Council as set forth in the table below.

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

B. Inspirational Reading and/or Invocation - James P. Avioli, Sr., Councilman.

James P. Avioli, Sr., Councilman, provided the inspirational reading for the evening.

C. Pledges to the Flags - James P. Avioli, Sr., Councilman.

James P. Avioli, Sr., Councilman, led the members of City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Recognition of Proclamations:

1. Issuance of a proclamation by Dr. Philip L. Nauert, Mayor, in recognition of Tyler Blinn Duffey for his accomplishments in the field of baseball beginning in high school to the major leagues as a starting pitcher for the Minnesota Twins in 2015; as well as for the outstanding role model he presents to the youth of Bellaire - Requested by Roman F. Reed, Councilman.

Dr. Philip L. Nauert, Mayor, asked Roman F. Reed, Councilman, to introduce the first proclamation to be issued this evening.

Roman F. Reed, Councilman, began his introduction of Tyler Duffey by noting that Tyler was a man who did not seek attention or praise. He was an humble, hardworking man from humble, hardworking parents and grandparents. Tyler Duffey's fiancée, Sarah Hutchins, was introduced by Councilman Reed. He advised that that Tyler and Sarah would be married in December. In closing, Councilman Reed stated that the words "trust," "honor," and "integrity"

exemplified Tyler Duffey.

Dr. Philip L. Nauert, Mayor, read the proclamation he had issued in recognition of Tyler Blinn Duffey for his accomplishments in the field of baseball, as well as for the outstanding role model Tyler presented to the youth of Bellaire.

Tyler Blinn Duffey accepted his proclamation. He stated that he was not big on attention; however, the proclamation was truly an honor for him. Tyler stated further that he was very appreciative of the support that the City of Bellaire had given him.

2. Issuance of a proclamation by Dr. Philip L. Nauert, Mayor, to the AORN of Greater Houston proclaiming the week of November 8-14, 2015, as Perioperative Nurse Week in the City of Bellaire in recognition of the contributions perioperative nurses make to patient safety - Requested by Tracy L. Dutton, City Clerk; Presented to Joanne D. Oliver, BSN, RN, CNOR, Past President of the AORN of Greater Houston.

Dr. Philip L. Nauert, Mayor, read the proclamation he had issued to the AORN of Greater Houston proclaiming the week of November 8-14, 2015, as "Perioperative Nurse Week" in the City of Bellaire in recognition of the contributions perioperative nurses made to patient safety.

The proclamation was accepted on behalf of the AORN of Greater Houston by **Joanne D. Oliver**, BSN, RN, CNOR, Past President of the AORN of Greater Houston and **NaKeisha Archer**, President-Elect, AORN of Greater Houston.

Ms. Oliver briefly discussed the role of a perioperative nurse and thanked the City of Bellaire for recognizing Perioperative Nurse Week this year.

E. Approval or Correction of Minutes:

Minutes of the Special Session (Public Hearing) and Regular Session held on October 5, 2015:

Consideration of and possible action on the adoption of the minutes of the Special Session (Public Hearing) and Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, October 5, 2015.

Mayor and Council - Public Hearing and Regular Session - Oct 5, 2015 6:00 PM

Motion:

To approve the minutes of the Special Session (Public Hearing) and Regular Session held on Monday, October 5, 2015.

Reference was made to a scrivener's error that appeared on page 13 of the minutes. The corrected page 13 had been placed at the dais for each member of City Council. Councilman Friedberg noted that the purpose of the correction was to change his vote to reflect an abstention rather than an absence.

RESULT:	APPROVED AS CORRECTED [6 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
ABSTAIN:	Nauert

F. Personal/Audience Comments.

Jana Bedi:

Ms. Bedi addressed City Council regarding Diwali Day. She indicated that Diwali Day was the equivalent of Christmas for most from the Indian subcontinent. She invited the City Council and residents to join in the Diwali Day celebration at the Bellaire Civic Center on November 7th.

Ms. Bedi closed and indicated that some of the Bellaire police officers would be recognized and honored during the celebration.

Robert Riquelmy:

Mr. Riquelmy addressed City Council and advised that many who had paid attention over the last few months had heard him suggest improvements for accessibility and transparency of City government to the residents of Bellaire.

Mr. Riquelmy read a portion of an article from the Houston Chronicle related to Bellaire expenditures that he knew nothing about and assumed that 99.9% of the residents of Bellaire knew nothing about either. A portion of the article, dated October 20, 2015, was read into the record by Mr. Riquelmy as follows:

Bellaire's legal tab mounts in Tolan civil suit. The city of Bellaire's last bill for legal services related to the Robbie Tolan shooting and his family's civil rights lawsuit was \$74,612 records released Monday show.

That brings the total cost for the municipality's representation in the matter to more than \$450,000. Last month, the city agreed to pay \$110,000 to resolve the Tolans' remaining claims against Lt. Jeffrey Cotton.

Payments to police liability lawyers who represented the city and the officer over nearly six years added up to four times as much as the settlement.

Bellaire officials hired Bill Helfand and Norman Giles with the Chamberlain Hrdlicka firm to defend the lawsuit filed in 2009 by Tolan, his parents and his cousin

"We do not anticipate any further billing for this matter," Helfand said in an email on Monday.

Upon learning about the preliminary cost of the city's legal bills, a tally exceeding \$370,000 by late September, Tolan family lawyer Daryl Washington said: "The taxpayers are getting hit on cases that should settle."

Even though the claims against Bellaire were thrown out before trial, the city, which is self-insured, paid the settlement.

The agreement states that the city and Cotton "have consistently denied liability in this matter" but that the municipality is paying the money "in compromise and settlement of a disputed claim to avoid further expense of litigation and disruption of public service."

Unlike other unarmed black men shot by police in recent high-profile incidents that sparked street demonstrations, motivated national movements and inspired feature films, Tolan lived to tell his story. His settlement is miniscule compared with multi-million dollar payouts in recent months to survivors of black men killed by police in Baltimore, Cleveland, New York City, and North Charleston, S.C.

Tolan, his parents, Bobby and Marian Tolan, and his cousin, Anthony Cooper, alleged that their civil rights were violated on Dec. 31, 2008, in an incident that began with a traffic stop outside the Tolans' home and ended with Cotton shooting Robbie Tolan. The lawsuit said that Tolan and Cooper, who are black, came under suspicion because the Bellaire police Department has a history of racially profiling people of color.

Now, the family has turned its attention to the Robbie Tolan Foundation to assist others impacted by police use-of-force incidents.

Mr. Riquelmy stated that if the people of Bellaire known what had been going on, they might have been able to intervene and save the City \$500,000. He urged residents to vote for him for Mayor and to help him put a shackle on the attorneys.

Lynn McBee:

Ms. McBee addressed City Council and stated that if proclamations were intended to be issued by the elected body, she felt that the City should balance them out. For example, for every sport or professional award, the City might consider an academic one, such as merit scholars.

Amongst the many reports and ordinances on the City's agenda, one item took ten pages to discuss at length. That item related to a recommendation by the City Staff to hire a construction manager, Horizon+Christensen, a joint venture, for preconstruction and construction services for what was deemed to be the "Municipal Facilities Project." Ms. McBee advised that she could only assume that the City was considering Option A.

Although she believed it was a good idea, Ms. McBee did not understand why the City needed to do this now. She hoped that the construction manager would talk with the community and not just the City Staff or City Council. She stated that her concern related to a member of the firm that served as an outstanding Chair of the Building and Standards Commission, Laura Thurmond. The award of a contract to that Chair's firm seemed a bit of a conflict in Ms. McBee's opinion. She urged Ms. Thurmond to step down from her voluntary service as a member of a City board.

In closing, Ms. McBee indicated that she did not understand the City's ranking of the firms that submitted proposals for the Municipal Facilities Project. She urged City Staff to include a key in future documents related to rankings.

Susan Downs:

Ms. Downs addressed City Council regarding her campaign for a position on City Council. She had recently been asked what she had learned from campaigning and whether or not it had been fun.

Ms. Downs advised that she had learned several things about herself. For example she

was a hard worker and enjoyed talking to people. She had a tendency to interrupt and sometimes talked too much. Ms. Downs was kind and curious and had a very supportive, patient husband.

From the voters, Ms. Downs learned a number of things while campaigning during the early voting period. Some of the issues of concern were infrastructure, loud concerts in the parks, lack of green space around Condit Elementary School, and more and better services for their tax dollar. Voters indicated that they wanted no more money for parks and the Holly Street renovation. Reference was made to the appearance that the City had no emergency plan as it related to the costly flooding of the Public Works Facility and vehicles. She heard from voters who wanted to give more money to the Police Department. Others expressed concern with racial profiling.

For the most part, voters loved living in Bellaire and were very happy with their neighborhoods. One resident asked Ms. Downs if she would maintain the small town feel of Bellaire, if elected. She advised that she would.

In closing, Ms. Downs advised that it was invigorating to talk with the citizens of Bellaire and to find out their concerns about the City. She stated that Bellaire had a great history and a promising future, and she hoped to play a part in Bellaire.

G. Report(s):

1. Report regarding Houston Community College's (HCC) West Loop Campus Bond Program project consisting of a parking garage (five-level) and a campus plaza - Presented by Charles Smith, Chief Facilities Officer, HCC, and Whit Robinson, Program Manager, Jacobs Engineering - Submitted by Tracy L. Dutton, City Clerk.

Charles Smith, Chief Facilities Officer, Houston Community College (HCC), addressed City Council regarding HCC's West Loop Campus Bond Program. Mr. Smith introduced Whit Robinson of Jacobs Engineering, Program Manager, and Christie Powers, HCC West Loop Campus. Mr. Smith advised that he and his colleagues were present at the request of their Board of Trustees and their Bond Oversight Committee to share some positive news about HCC.

Mr. Smith indicated that HCC had a significant presence and close proximity to the City of Bellaire. Nearly 10,000 students at two campuses (West Loop Campus and Gulfton Campus) were within a block of the Bellaire city limits. Another 700 HISD students attended HCC and were engaged in dual credit, middle college, or early college high school at the campuses.

In addition, the West Loop Campus was home to HCC's Center of Excellence in Digital and Information Technology, which provided training in industry credentialing in Microsoft, Cisco, Oracle, Linux, CompTIA, and other emerging technologies to meet the needs of more than 1,000 computer-related companies in Houston. Degrees were offered in eight different areas, including cyber security, geographic information sciences, digital gaming, and computer programming.

Mr. Smith indicated further that he wished to report on the status of the voter-approved 2013 bond originally planned as \$425 million, 15 buildings, 14 locations, and up to one million square feet. The program today had been reduced in square footage to approximately 850,000 square feet due to construction cost escalation. However, HCC was on budget and on task. Eleven of the buildings had broken ground and two were nearing completion. One of those buildings was the West Loop Campus parking garage and facelift. The

parking garage would be completed in December. Once the parking garage was completed, work would begin in earnest on the Loop face of the existing building, as well as the addition of some green space and student lounging areas in front of the building to create a campus feel.

Finally, Mr. Smith reminded City Council that HCC was being a good steward. The bond program was on budget. Most of the new buildings were LEED Silver. The Board of Trustees recently voted to increase homestead exemptions for those over 65 or disabled, providing relief to more than 87,000 homeowners within HCC's tax district. Also of note was the recognition HCC had recently received from the Government Finance Officers' Association, in the form of a "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers' Association.

In closing, Mr. Smith indicated that he and his colleagues appreciated City Council's time this evening and were available to answer any questions City Council might have.

Dr. Philip L. Nauert, Mayor, after noting that there were no questions from members of City Council, called for a motion related to the HCC report.

Motion:

To accept the report presented by Charles Smith, Chief Facilities Officer, HCC, regarding the West Loop Campus Bond Program consisting of a parking garage and campus plaza, into the record.

RESULT:	ACCEPTED [7 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	None

2. Presentation and update of Phase I beautification projects to be recommended by Citizens For A Beautiful Bellaire. Action will be requested on the projects on November 16, 2015 - Presented by John Monday; Submitted by Pat B. McLaughlan, Councilman, at the request of Citizens For A Beautiful Bellaire.

John F. Monday, Citizens For A Beautiful Bellaire, provided an update of Phase I Beautification Projects to be recommended by the Citizens For A Beautiful Bellaire (CFABB) on November 16, 2015, for possible City Council action. Mr. Monday advised that he was very proud of the three work groups comprising the CFABB.

Mr. Monday continued and referred to a City Beautiful movement that occurred in the 1890s and 1900s, and flourished in the 1900s. The movement promoted beauty within a city and created moral and civic virtue among urban populations.

The CFABB described beautification as the process of making something more appealing to the senses, improving the appearance of something, or adding something where nothing existed. Reference was made to the City's phrase "service level improvements." When combining that phrase with beautification initiatives, the result would be the enhancement of Bellaire's reputation.

Mr. Monday advised that the beautification efforts recommended by the CFABB were simply to make a more appealing community. Reference was made to a survey, entitled Community of the Soul, conducted by the Knight Foundation. According to the survey, the top three reasons that people were attached to a particular city were social offerings, openness, and aesthetics. The term "social offerings" was defined as vibrant night life, availability of arts and culture, social community events, places to meet each other, and a feeling that people in the community cared. The term "openness" was defined as a community being welcoming and seen as good for older people, minorities, families with young children, young talented college graduates looking for work, and young adults without children. The term aesthetics was defined to mean the physical beauty of the place and the availability of parks and open space.

It was noted that the CFABB had divided their work into three phases. Phase I would take the City through the end of the 2015 calendar year (December 31). Members of the CFABB were divided into three work groups: 1) Landscape Work Group; 2) Roadways Work Group, and 3) Image Work Group.

Landscape Work Group

The Landscape Work Group's recommendations flowed from the east side of the City to the west. The Landscape Work Group recommended that the City expend \$15,000 to enhance the railroad track area at Bellaire Boulevard. A second project related to Bissonnet Street east and west of Loop 610. The Landscape Work Group recommended adding a water source, native vegetation, some color, and turning up the volume in those important intersections by expending approximately \$15,000.

With respect to the South Rice Avenue esplanade from Bissonnet Street to Bellaire Boulevard, the Landscape Work Group recommended enhancing what was already in place. Items to be incorporated in the area totaled \$10,000. The Landscape Work Group also recommended expending \$50,000 on Paseo Park at South Rice Avenue to enhance the color for the trolley and clock tower, as well as the addition of seasonal banners in Paseo Park.

Recommendations for the esplanade at the intersections of Newcastle Street and Bellaire Boulevard and Newcastle Street and Avenue B included \$15,000 expenditures on each intersection to add color and improvements.

Improvements to traffic signal islands were recommended on South Rice Avenue at Bellaire Boulevard and Bissonnet Street by adding landscaping consisting of color, permanent plants, and Texas native plants.

The last recommendation from the Landscape Work Group was to spend approximately \$10,000 on the esplanades at Bellaire High School. One esplanade of solid concrete needed to be power washed, with improvements to be made to the other two esplanades in that area.

Mr. Monday advised that none of the Landscape Work Group projects had been designed, so the CFABB felt it was appropriate to add a modest design fee of \$6,000.

Roadways Work Group

The second work group, the Roadways Work Group, had four recommendations. The Roadways Work Group recommended an allocation of \$7,000 for painting and curb repair in the downtown area. The entity responsible for Loop 610 underpasses and brick wall surfaces along Loop 610 was not clear. The Roadways Work Group hoped to work with TXDOT to see TXDOT's schedule for replacement and repair.

The last project recommended by the Roadways Work Group in Phase I was a citywide project consisting of tree trimming, addressing overhangs, and addressing obstructions in the amount of \$30,000.

Image Work Group

Christopher Butler, CFABB, advised that everything discussed earlier in the presentation related to fixing and/or enhancing what was currently in place. The CFABB was also interested in projects that would come before City Council in one year, five years, and even ten years. Examples of such projects included wayfinding and entryway markers, logos, and marketing for the community.

The CFABB wanted to dredge up as much public involvement and sentiment as they could. The Image Work Group ultimately wished to determine Bellaire's product, market, and to define what made the community beautiful.

Reference was made to an online beautification survey. Mr. Butler advised that the survey had been online for awhile and was not a "scientific" survey. Seventy responses had been received thus far. The Image Work Group wanted to push the survey out to as many people as possible.

Mr. Butler advised that the Image Work Group hoped to give City Council an ideal design for a street, for a logo, and for a City Hall Facility inasmuch as the Image Work Group believed that the citizens could support that. It was hoped that the survey could be advertised through as many channels as possible, such as on City's website, with signage, banners, and posters, and with push cards. The estimated cost to promote the survey was approximately \$300.

Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council at this point in the meeting. At the conclusion of questions, City Council moved to agenda item G.3.

3. Presentation of an Interim Report from the Bellaire Public Works Department regarding the Public Works Facility Assessment - Presented by Brant Gary, Director of Public Works.

Brant Gary, Director of Public Works, presented an interim report to members of City Council from the Bellaire Public Works Department regarding the Public Works Facility Assessment.

Director Gary provided a snapshot of work currently underway and to be done in the future with the Public Works Service Center (Administration Building). He indicated that he was currently working with PGAL to finalize: (1) scopes for potential mitigation approaches and (2) to evaluate the scope and costs for Americans With Disabilities Act ("ADA") required improvements. Initial indications from the Federal Emergency Management Agency ("FEMA") included possible funding for the improvements.

Director Gary stated that a comprehensive report would be presented to City

Council on December 7, 2015, which would include an (1) update of the draft assessment for the existing Public Works Service Center and associated warehouses; (2) a determination as to the life expectancy of the buildings and key facility components; (3) a space analysis for the existing facilities; and (4) an update regarding the Capital Improvement Program (CIP) repair needs for the facilities.

Decision-making criteria for repair/replacement of the Public Works Service center and associated warehouses would be provided in the comprehensive report and would include (1) current flood damage; (2) costs to renovate; (3) costs to relocate to another location; (4) potential site-based flood mitigation solutions; and (5) projected timelines.

Director Gary advised that three scenarios were under consideration for the Public Works facilities. Brief overviews of the scenarios were provided by Director Gary.

Scenario 1: Repair Existing Facility

Identifiable repair project costs	\$260,000
Identifiable contents costs	\$100,000
Estimated ADA costs	\$150,000
Total repair costs	\$510,000

Funding for scenario one would consist of existing and projected insurance reimbursements and operating funds.

In order to floodproof the existing facility, FEMA would provide funding in an amount not to exceed \$500,000.

The following timeframe was cited for Scenario 1:

Repairs and contents replacement	4 to 6 Months
Floodproofing	2 to 3 Months
Total time to occupy building	6 to 9 Months

Pros associated with Scenario 1 included being able to continue as the department was currently operating; no temporary buildings would be necessary; funding was identified; and timeframe as compared to Scenarios 2 and 3 below was shorter.

Cons associated with Scenario 1 included long-term flooding concerns; long-term facility needs; lost opportunities for a long-term solution; and possible similar damage during the next flooding event.

Scenario 2: Short-Term Replacement

Design costs	\$100,000 - \$200,000
Demolition costs	\$50,000
Temporary office space	\$100,000 - \$150,000
New building cost	\$1,500,000 - \$2,500,000
New contents cost	\$200,000 - \$250,000
Total cost to occupy building	\$2,000,000 - \$3,150,000

Floodproofing would be addressed in Scenario 2 through the construction of the new building at a height above the base flood elevation of the area. ADA issues would also be addressed in the new construction.

With respect to funding, the City would utilize some of the existing/available funds, as follows:

Insurance proceeds	\$350,000
ADA repair costs	\$150,000
FEMA mitigation	\$500,000

Another possible source of funding included \$500,000-\$750,000 in unencumbered facilities reserve funds. Outstanding needs of \$500,000-\$1,250,000 could be provided by reallocating existing priorities or through new debt.

The following timeframe was cited for Scenario 2:

Design	2 to 3 Months
Construction	10 to 15 Months
Total time to occupy new building	12 to 18 Months

Pros associated with Scenario 2 included the replacement of an existing 30-year old building in a shorter timeframe; ability to place the new building outside of the flood plain; and allowed for funding to be identified.

Cons associated with Scenario 2 included long-term facility/space planning needs; the area surrounding the new building would still be flood-prone; and the project was limited to the Wastewater Treatment Plant and the existing site.

Scenario 3: Long-Term Replacement

Design costs	\$150,000 - \$250,000
Demolition costs	\$50,000
Temporary office space	\$150,000 - \$200,000
New building cost	\$2,500,000 - \$3,500,000
New contents cost	\$200,000 - \$500,000
Total cost	\$3,000,000 - \$4,500,000

*The cost of property acquisition was not included in the total costs.

Director Gary advised that floodproofing would be addressed through construction of the new building at a height above the base flood elevation of the area. ADA issues would also be addressed in the new construction.

With respect to funding, the City would utilize some of the existing/available funds, as follows:

Insurance proceeds	\$350,000
ADA repair costs	\$150,000

Total funding	\$500,000
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Outstanding needs of \$2,500,000-\$4,000,000 could be provided by reallocating existing priorities (\$500,000-\$750,000) and/or through new debt.

The following timeframe was cited for Scenario 3:

Time before bond sale	1 to 2 Years
Site selection	3 to 4 Months
Design	6 to 8 Months
Construction	10 to 15 Months
Total time to occupy new building	3 to 5 Years

Pros associated with Scenario 3 included the replacement of an existing 30-year old building; ability to place the new building outside of the flood plain; allowed for time to include all planning steps needed; funding via a bond sale could be planned out; and a new facility could include new site options to address current area flooding concerns relative to operations.

Cons associated with Scenario 3 included a long wait time to be back in a permanent facility; there would be no mitigation project to help fund reconstruction; possible escalation of costs over time; and possible new site selection and acquisition costs.

Summary of Scenarios

Scenario 1 - Repair Existing Facility:

Timeframe	6 to 9 Months
Estimated project budget	\$1,000,000

Scenario 2 - Short-Term Replacement:

Timeframe	12 to 18 Months
Estimated project budget	\$2,000,000 to \$3,000,000

Scenario 3 - Long-Term Replacement:

Timeframe	3 to 5 Years
Estimated project budget	\$3,000,000 - \$4,500,000

Summary of Potential Funding Sources

Rebuild Bellaire facilities cash	\$751,000
Insurance proceeds (on hand)	\$283,762
Insurance proceeds (TML)	\$59,872
Additional ADA cost (TML)	\$150,000
FEMA mitigation	\$500,000
Currently available potential resources	\$1,744,634
Funds from new debt (if necessary)	To be determined

Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council. Following questions and discussion among City Council, Mayor Nauert called for a motion to accept the interim Public Works Facility Assessment report into the record.

Motion:

To accept an interim report from the Director Brant Gary, Bellaire Public Works Department, regarding the Public Works Facility Assessment into the record.

RESULT:	UNANIMOUS [7 TO 0]
MOVER:	Gus E. Pappas, Councilman
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	None

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

1. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, and Public Works Administrative Manager to acknowledge, an Interlocal Agreement with Harris County, Texas, for the administration and implementation by Harris County, Texas, of a regional watershed protection education program on storm water quality impacts in the amount of \$8,933.15 for a term of one year commencing upon the execution of said agreement by Harris County, Texas - Submitted by Brant Gary, Director of Public Works.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, and the Public Works Administrative Manager to acknowledge, an Interlocal Agreement with Harris County, Texas, for the administration and implementation by Harris County, Texas, of a regional watershed protection education program on storm water quality impacts in the amount of \$8,933.15 for a term of one year commencing upon the execution of said agreement by Harris County, Texas.

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

2. Consideration of and possible action on a recommendation from the Bellaire Public Works Department to award Bid No. 15-007, FY2015 Street & Sidewalk Pavement Management Project, to AAA Asphalt Paving, Inc., in an amount not to exceed \$1,090,115.00 and authorization for the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement with AAA Asphalt Paving, Inc., for said project in an amount not to exceed \$1,090,115.00 - Submitted by Brant Gary, Director of Public Works.

Motion:

To approve a recommendation from the Bellaire Public Works Department to award Bid No. 15-007, FY2015 Street & Sidewalk Pavement Management Project, to AAA Asphalt Paving, Inc., in an amount not to exceed \$1,090,115.00 and to adopt an ordinance authorizing the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement with AAA Asphalt Paving, Inc., for said project in an amount not to exceed \$1,090,115.00.

Point of Order:

Andrew S. Friedberg, Councilman, raised a point of order regarding the ordinance associated with the agenda item. He stated that in the preamble of the ordinance, the City Manager and City Clerk were authorized to execute and attest, respectively, whereas in the body of the ordinance, the Mayor and City Clerk were authorized to execute and attest, respectively. **The suggestion was made that the preamble and the body of the ordinance authorize the City Manager and City Clerk to execute and attest, respectively. All members of City Council were in agreement with the point of order raised and with the suggested changes.**

RESULT:	ADOPTED AS AMENDED [6 TO 1]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	Reed

3. Consideration of and possible action on a recommendation from the Public Works Department to award Engineering Services to ARKK Engineers, LLC, for the FY2016 Street and Sidewalk Pavement Management Project in the amount of \$285,000 and authorization for the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, on behalf of the City of Bellaire, Texas, a Contract and Agreement for Engineering Services with ARKK Engineers, LLC, for said services in an amount not exceed \$285,000 - Submitted by Brant Gary, Director of Public Works.

Motion:

To approve a recommendation from the Bellaire Public Works Department to award engineering services to ARKK Engineers, LLC, for the FY2016 Street & Sidewalk Management Project in the amount of \$285,000.00, and to adopt an ordinance authorizing the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Contract and Agreement for Engineering Services with ARKK Engineers, LLC, for said services in an amount not to exceed \$285,000.00.

Discussion ensued among members of City Council and James Andrews, City Engineer, ARKK Engineers, LLC, related to the services to be provided. At the conclusion of questions, a point of order was raised by Andrew S. Friedberg, Councilman.

Point of Order:

Andrew S. Friedberg, Councilman, raised a point of order regarding the ordinance associated with the agenda item. He stated that in the preamble of the ordinance, the City Manager and City Clerk were authorized to execute and attest, respectively, whereas in the body of the ordinance, the Mayor and City Clerk were authorized to execute and attest, respectively. **The suggestion was made that the preamble and the body of the ordinance authorize the City Manager and City Clerk to execute and attest, respectively. All members of City Council were in agreement with the point of order raised and with the suggested changes.**

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

4. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, authorizing the City Manager to accept a contribution in an amount not to exceed \$177,105 from the Evelyn's Park Conservancy - Submitted by Michelle Jordan, Project Manager.

Dr. Philip L. Nauert, Mayor, read the background/summary for the agenda item related to the acceptance of a contribution from the Evelyn's Park Conservancy for Phase I of the Evelyn's Park project (set forth below).

During initial earthwork construction at Evelyn's Park, unsuitable soils were discovered across the site. After extensive review and discussion, the unsuitable soils were more clearly defined, and a solution was developed. In response to the additional expenses to the project, Evelyn's Park Conservancy ("EPC") has agreed to fund the change order(s).

The total not to exceed cost of the change order(s) is \$177,105.00. Due to the nature of the soil condition, there is no way to know the exact quantities and duration of this change order until the work is actually performed. Because of this, the City will approve an initial change order with the contractor in the amount of \$138,638, which EPC will fund. If during the course of the work,

additional quantities of unsuitable soils are discovered, EPC will promptly fund the additional cost of the work up to a maximum of \$177,105.00, after which the City will approve the additional change order(s).

In order to not delay construction, this resolution requests that the City accept the initial contribution of \$138,638.00 from the EPC and that the City Council authorize the City Manager to accept a future contribution(s), if needed, in an amount not to exceed the difference between \$177,105.00 and \$138,638.00, which is \$38,467.00. Under current policy the City Manager is only allowed to accept contributions up to \$25,000.00.

In addition, if this item passes, it will be recommended tonight on a subsequent agenda item to do the same if additional change order(s) are needed above the \$138,638.00 up to a maximum of \$177,105.00. The ordinance for the change order(s) associated with this item will request that City Council authorize the City Manager to execute any further change order(s), if needed, only upon receipt of further contributions from the EPC.

Motion:

To adopt a resolution of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to accept a contribution in an amount not to exceed \$177,105.00 from the Evelyn's Park Conservancy.

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

5. Consideration and possible action on a recommendation to approve change order(s) in an amount not to exceed \$177,105 for the construction contract for Phase One of Evelyn's Park and on the adoption of an ordinance of the City Council of the City of Bellaire, Texas authorizing the City Manager of the City of Bellaire, Texas to execute said change order(s). The change order(s) include the cost to relocate and/or remove unsuitable soils from the park site. The initial change order, 2A, will be executed only upon receipt of a contribution in an amount of \$138,638 from the Evelyn's Park Conservancy, and will be authorized for that same amount. Any additional change orders, if needed, will require the receipt of funds before execution of additional change orders up to a not to exceed amount of \$38,467, with a total not to exceed value of \$177,105. Submitted by Michelle Jordan, Project Manager.

Dr. Philip L. Nauert, Mayor, read the background/summary for the agenda item requesting the approval of a change order related to Phase I of the Evelyn's Park project (set forth below).

Upon notification about the subsurface conditions, several steps were taken to more clearly define the extent of the problem. Additional "potholes" were dug on the site and reviewed by multiple entities, and detailed drawings and maps were created to depict the problem areas. Professional review of the conditions was performed by Raba Kistner (geotechnical and material testing engineers), SWA Group (landscape architect), Linbeck (contractor), Joslin (subcontractor), along

with Evelyn's Park Conservancy members and representatives from the City of Bellaire (Karl Miller, Michelle Jordan, James Andrews).

After thorough review and discussions, a plan was created that would minimize the need to remove the unsuitable soils by relocating a portion of them onsite to appropriate areas. Some of the unsuitable soils will be used as backfill material in the hole created by the basement removal. (The Rubenstein family has generously agreed to remove the basement and fill material inside the basement at no cost to the EPC or the City). Other soils can be used underneath the berms on the site, which will still allow the plant material to grow. The limestone base material will be suitable for use underneath paving areas, such as the parking lot and concrete walkways. This plan has resulted in a substantial decrease in the amount of material that must be removed and disposed of offsite. As assured by the Landscape Architect, the planned use of soils will not prevent the plant material from growing and will not result in an increased maintenance burden.

The unsuitable soils were discovered onsite and the City was notified on July 23, 2015. Other work was able to continue onsite until August 24, 2015, at which point work ceased due to the soils condition. Between August 24 and now, accounting for ten weeks, the numerous site investigations and work sessions have happened and several iterations to the plans have been generated. The timeline for the proposed solution is estimated at four weeks from the date the work begins. Assuming Council approval and EPC funding occurs on November 2, 2015, the estimated start date would be November 9, 2015. The project will suffer from a 14-week delay at this point, although every effort will be made to mitigate the delay and make up for lost time.

The cost of this change order includes the cost for the work to be performed, as well as the costs associated with the general conditions and the scoping/pricing exercises. The amount of the change order that will be authorized between the City and the Contractor will be \$138,638.00 at this time. If, during the course of the work, additional work is needed, the attached ordinance authorizes the City Manager to execute additional change order(s) in an amount up to \$38,467.00 for a total amount, including the initial change order, not to exceed \$177,105.00. The previous resolution authorized the City Manager to receive additional funds from the Conservancy, if needed. The current contract value is \$6,378,090.00 and this change order(s) will increase the contract value to an amount not to exceed \$6,555,195.00.

Motion:

To approve a recommendation for a change order(s) in an amount not to exceed \$177,105.00 for the construction contract for Phase One of Evelyn's Park and to adopt an ordinance authorizing the City Manager of the City of Bellaire, Texas, to execute said change order(s). The change order(s) include the cost to relocate and/or remove unsuitable soils from the park site. The initial change order (identified as "2A") will be executed upon receipt of a contribution in an amount of \$138,638.00 from the Evelyn's Park Conservancy, and will be authorized for that same amount. Any additional change order(s), if needed, will require the receipt of funds before execution of additional change orders up to a not to exceed amount of \$38,467.00, with a total not to exceed value of \$177,105.00.

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

6. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the FY 2016 Budget for the City of Bellaire, Texas, by \$77,218 for the purpose of increasing the appropriation of the Holly Street Esplanade Construction Project from \$149,919 to \$227,137 - Submitted by Diane K. White, Assistant City Manager.

Motion to Postpone:

To postpone consideration of the agenda item to increase the appropriation of the Holly Street Esplanade Construction Project indefinitely.

RESULT:	APPROVED [6 TO 1]
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Philip L. Nauert, Mayor
AYES:	Nauert, Nathan, Avioli Sr., Pappas, McLaughlan, Friedberg
NAYS:	Reed

7. Consideration of and possible action to approve a change order to the construction contract for the Holly Street Esplanade Project to include additional planting and complete irrigation within identified medians, and on the adoption of an ordinance of the City of Bellaire authorizing the City Manager of the City of Bellaire, Texas to execute said change order in the amount of \$77,218 - Submitted by Michelle Jordan, Project Manager.

Motion:

To approve a change order to the construction contract for the Holly Street Esplanade Project to include additional planting and complete irrigation within identified medians and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute said change order in the amount of \$77,218.00.

Discussion ensued among members of City Council regarding the agenda item and motion on the floor. Following discussion, **Dr. Philip L. Nauert, Mayor**, called for a vote on the motion on the floor.

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

8. Consideration and possible action on a recommendation from the Department of Parks, Recreation and Facilities to award a contractual agreement to Horizon+Christensen, a Joint Venture, for pre-construction and construction services for the Municipal Facilities Project in an amount of \$10,000.00 and an amount not to exceed 2.75% of actual cost of work associated with the construction phase plus personnel and general conditions directly associated with the construction of the Municipal Facilities Project and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas to execute, for and on behalf of the City of Bellaire, Texas, the following contract, American Institute of Architects, AIA Document A133-2009, Standard Form of Agreement between Owner and Construction Manager as Constructor and AIA Document A201-2007 General Conditions of the Contract for Construction - Submitted by Karl Miller, Director of Parks, Recreation and Facilities.

Karl Miller, Director of Parks, Recreation and Facilities, introduced Jeff Gerber, President and Chief Executive Officer of PGAL. He indicated that Mr. Gerber would provide a brief summary of the agenda item before City Council to award a contractual agreement to Horizon+Christensen for pre-construction and construction services for the Municipal Facilities Project.

Jeff Gerber, President and Chief Executive Officer of PGAL, provided a flowchart for the design/construction process related to the City's Municipal Facilities Project. The design process consisted of two phases, schematic design and final design.

Within the schematic design process, which was estimated to take four months to complete, the following steps would be accomplished: (1) the program would be finalized (i.e., components); (2) the building configurations and blocking of each department within the various buildings would be developed; (3) the floor plans would be developed; (4) the details of the approved site plan (Alternate A) would be finalized; (5) building elevations would be developed; (6) building systems, structural systems, and materials for buildings would be identified; and (7) the City's LEED strategy would be identified. Decisions and input to be provided by the City during the schematic design process included equipment requirements in each space, programming, evaluation of the operational adjacencies of each of the departments knowing how each of the spaces worked; blocking; building systems, etc.

Assuming an October 2016 groundbreaking, the schematic design process would need to be completed by mid-February of 2016. Mr. Gerber indicated that PGAL was recommending that a construction manager be hired now. At a minimum, a City Council Workshop Session would need to be held in January to evaluate some concept designs.

Mr. Gerber advised that the construction manager had both a pre-construction role and a construction role. Pre-construction included all of the support that a construction manager would provide for a project before construction started up

to and including preparation of a guaranteed maximum price. Once the guaranteed maximum price was approved by City Council, the construction manager would be driving the construction of the project.

For example, the construction manager would: (1) provide cost estimating services for the project; (2) evaluate the design as it was being developed; (3) provide analysis on phasing and giving recommendations as to the most economical ways to phase the project; and (4) providing input related to some of the material and system choices for the project.

If City Council decided to keep going with the project, the construction manager would continue to provide cost estimates for the project; provide input as to constructability; evaluate the market with respect to materials costs, and recruit subcontractors in preparation of the guaranteed maximum price.

It was noted that the final design phase would take seven months to complete, followed by a construction period of approximately one year.

Decisions that would need to be made by City Council by February 15 included the approval of the cost estimate presented by the construction manager; choosing a phasing strategy, if necessary; deciding whether to proceed on into design development; deciding whether or not to issue bonds for any shortfall of funds, if necessary; and deciding whether or not to continue with a citizen committee and development of the committee's charge.

Karl Miller, Director of Parks, Recreation and Facilities, referred to May 5, 2014, wherein City Council supported the concept of using a construction manager at risk process for the Municipal Facilities Project. In December of 2014, the request for competitive sealed proposals were advertised. Seven submittals were received and reviewed by a committee consisting of Assistant City Manager Diane K. White, Director of Development Services John McDonald, Chief of Police Byron Holloway, and Karl Miller. Two rounds of interviews were conducted.

The committee recommended that City Council enter into a contract with Horizon+Christensen, a joint venture, to provide construction manager services. The approval this evening would only commit City Council to an expenditure of \$10,000 for pre-construction services at this time. The action would also lock in Horizon+Christensen at a rate of 2.75% for construction services, which was an excellent construction rate.

Before the construction manager could move forward with the construction process, a guaranteed maximum price would have to be developed and submitted to City Council for approval.

Director Miller asked that City Council enter into a contractual agreement with Horizon+Christensen for construction manager services for the Municipal Facilities Project.

Motion:

To approve a recommendation from the Parks, Recreation and Facilities Department to award a contractual agreement to Horizon+Christensen, a Joint Venture, for pre-construction and construction services for the Municipal Facilities Project in an amount of \$10,000.00 and an amount

not to exceed 2.75% of actual cost of work associated with the construction phase plus personnel and general conditions directly associated with the construction of the Municipal Facilities Project and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, the following contract: American Institute of Architects AIA Document A133-2009, Standard Form of Agreement between Owner and Construction Manager as Constructor and AIA Document A201-2007, General Conditions of the Contract for Construction.

Discussion ensued among members of City Council, Director Miller, and Mr. Gerber regarding the motion on the floor. Following discussion, **Dr. Philip L. Nauert, Mayor**, called for a vote on the motion on the floor.

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

9. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, casting its ballot for the election of a person to the Board of Directors of the Harris County Appraisal District - Submitted by Tracy L. Dutton, City Clerk.

Motion:

To adopt a resolution of the City Council of the City of Bellaire, Texas, casting its ballot for the election of James P. Avioli, Sr., to the Board of Directors of the Harris County Appraisal District.

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

I. Item(s) for Individual Consideration:

Consideration of and possible action on a request from Citizens For A Beautiful Bellaire for City Council to endorse the attached survey and to allow the Citizens For A Beautiful Bellaire to promote the attached survey through the City's website and social media sources. - Submitted by Pat B. McLaughlan, Councilman, at the request of Citizens For A Beautiful Bellaire.

Motion:

To approve a request from the Citizens For A Beautiful Bellaire for the Bellaire City Council's endorsement of a survey and to allow the Citizens For A Beautiful Bellaire to promote the survey through the City's website and social media sources.

{Moved by Pat B. McLaughlan, Councilman, and seconded by Dr. Philip L. Nauert, Mayor.}

Discussion ensued among members of City Council regarding the request and the relationship between Citizens For A Beautiful Bellaire and the City. At the conclusion of the discussion, a suggested restated motion was proposed by Andrew S. Friedberg, Councilman.

Restated Motion:

To approve the request from the Citizens For A Beautiful Bellaire for the promotion of a survey through the City's website, social media, and other sources, provided that it shall be done at no cost to the City.

The restated motion was accepted by the mover of the original motion, Councilman Pat B. McLaughlan, and the seconder of the original motion, Mayor Philip L. Nauert.

Mayor Nauert asked that the City's logo be removed from promotional materials. John F. Monday, representative of the Citizens For A Beautiful Bellaire, agreed to remove the City's logo from any promotional materials.

Mayor Nauert called for a vote on the restated motion on the floor and noted that Councilman James P. Avioli, Sr., had to leave the meeting at approximately 10:35 p.m. due to a personal matter. Councilman Avioli did not, therefore, participate in the vote on this particular agenda item.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Philip L. Nauert, Mayor
AYES:	Nauert, Nathan, Reed, Pappas, McLaughlan, Friedberg
ABSENT:	Avioli Sr.

J. Item(s) for Future Agendas; Community Interest Items from the Mayor and City Council.

Community interest items from the Mayor and City Council included reminders to vote in the City's General and Special Elections on Tuesday, November 3rd; to attend the City's Recycles Fest on November 7th; to attend Tents 'n Town on November 14th; to attend Diwali Day on Saturday, November 13th; and wishes of good luck to all of the City's candidates for office.

K. Adjourn.

Motion:

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 2, 2015, at 10:48 p.m.

RESULT:	UNANIMOUS [6 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Pat B. McLaughlan, Councilman

AYES:	Nauert, Nathan, Reed, Pappas, McLaughlan, Friedberg
NAYS:	None
ABSENT:	Avioli Sr.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: Public Works
Category: Report
Department Head: Brant Gary
DOC ID: 1735

**SCHEDULED
INFORMATION ITEM (ID
1735)**

Item Title:

Presentation and acceptance of a report by Jeff Gerber of PGAL regarding a Public Works Facility Assessment and direction and approval for the City Manager to take actions as appropriate - Submitted by Brant Gary, Director of Public Works.

Background/Summary:

Jeff Gerber with Pierce Goodwin Alexander and Linville (PGAL) has completed the Public Works Facility Assessment and will present a report on their findings. This report will provide an overview of findings that will affect both short-term and long-term decision making.

Based on a review of the findings, the current state of the building, and the scope of repairs needed, the recommended plan is to address the current facility needs in the short-term and allow for a long-term planning process to guide the construction of a new facility. Considering that this approach will require additional funding and may extend the timeframe out, the plan being recommended is in line with Scenario 3 (Long-Term Replacement) as presented at the November 2, 2015 Council meeting. This approach would assume at least two years in a temporary facility, evaluation of possible site locations, and allow for full consideration of potential planning and funding options. This proposed approach does not assume a FEMA mitigation project.

As a result, the specific plan for short-term activities includes the following components:

- Demolish the current building
- Purchase temporary office space to be located on the existing slab
 - Will be placed on blocks and raised up
- Replace furniture and office supplies lost in the flood
- Begin the long-term planning process for a new facility

All purchases are expected to be covered via insurance proceeds and be under the threshold needed for specific Council action. As a result, acceptance of this report and authorization to move forward with the recommended plan is being requested.

Previous Council Action Summary:

A presentation was accepted by Council on November 2, 2015 providing preliminary information regarding the facility and the expected information from PGAL's report.

Fiscal Impact:

Purchases for implementation of the plan will be funded by NFIP/TML insurance proceeds with the total amount not to exceed \$300,000.

Recommendation:

The Director of Public Works, Brant Gary, recommends acceptance of this report into the record and authorization to proceed with the recommended plan.

ATTACHMENTS:

- 2015 1203-SEC_Public Works Admin (PDF)

FACILITY INTRODUCTION

Chapter 5, Section 1

Attachment: 2015 1203-SEC_Public Works Admin (1735 : Public Works Facility Assessment Report and Direction)



SITE DESCRIPTION

The Public Works Administration building is located off of Baldwin Avenue and Edith Street near Beechnut Street in the City of Bellaire. The building faces Beechnut Street. The building is part of the City of Bellaire Public Works complex that includes the Waste Water Treatment Plant, Animal Control, Fire Training Building and Public Works Warehouse buildings. The building is served by a small surface internal parking lot that contains approximately 36 spaces that is used for City vehicles. The site is located adjacent to residential neighborhood and is surrounded by a screen wall. The building flooded during Tropical Storm Allison and again in 2015. The buildings are located within the 100 year flood plain according to FEMA maps. The City's flood protection plan is to move vehicles and equipment to a higher place and or different site when risk of flooding is imminent.

BUILDING DESCRIPTION

The Public Works Administration Building is a one story building that was constructed in 1984 and added on to in 1987. The overall building consists of approximately 8,475 square feet. The building is constructed utilizing Type II construction with plaster cladding over metal studs with a concrete structure in the original building and steel structure in the addition. The building has a low slope built-up roof. The building contains administrative offices, break room, locker rooms and a large classroom. The Administration Building contains the administrative offices of the Public Works Department staff.

MEMORIAL DAY 2015 FLOOD

As what happened in Tropical Storm Allison, on the 2015 Memorial Day weekend major area flooding occurred along Brays Bayou. The entire Public Works complex was inundated with more than 18" of water. The entire site was under water and flood water entered all of the buildings and flooding occurred on all of the surrounding streets. While no major damage was done to the Public Works Warehouses or Storage facilities due to their construction type and contents,

the Administration Building suffered extensive damage. Many City vehicles and equipment also suffered damage. The Administration Building took the most damage. The building took on approximately 2 feet of water and required abandoning the building. The interior walls were damaged by the water and require replacement. Doors and frames may require replacement. The electrical systems were infiltrated by water and require examination for damage and possible replacement. All millwork and any equipment, furniture or paper work product that was within 2 feet of the floor was damaged and require replacement. The flooring materials were all damaged and required replacement. The exterior walls of the building were damaged at the base of the building.

As of the publication of this report, the building has had all of the damaged flooring removed, as well as the bottom 3'-0" of gypsum board on all interior walls and insulation. Most administrative functions have been relocated to other city facilities. The site is still being used by field personnel and equipment.

The site has had a history of flooding. Minimal flood prevention measures have been taken to protect the buildings. The City is in the process of evaluation of potential options for flood mitigation that includes building repairs and reconstruction. It should be noted that the site was near flood conditions since the Memorial Day flood.

The information documented in this report reflects the condition of the building at the time of writing and includes the condition after the flooding and the preexisting conditions.

BUILDING USE

The Administration Building is used primarily for office use for the administrative staff and a break area and locker area for Public Works field personnel. This building is the central hub and public interface with the Public Works Department.

The building has staff personnel working throughout the year. Community or vendor traffic is limited.

Building Use Analysis

The office areas of the Administration Building are no longer occupied. Previous to the flood the building was fully utilized with the exception of the large classroom. The City has constructed offices in a portion of the classroom space. The nature of this building will not utilize all of the spaces on a continuous basis. For example, the break room and locker rooms are only used for a portion of the day. The large classroom is only used for large meetings, bid meetings or training. However, there are spaces that are not optimally utilized.

Spaces that are under utilized:

Classroom: The large classroom area is not optimally utilized. The classroom has been partially built-out with offices for personnel and a portion is being used for a plan room. The large classroom is used only for large meetings and training when required.

Building Configuration:

The size of the existing building is similar to the size projected for the current and future needs of the Public Works Department Administration, however the configuration is not adequate for the current or future needs. In addition, the building does not comply with the current ADA requirements and is not in compliance with Title II of the ADAAG. Any reconfiguration of the building will be required to make the building fully compliant. Areas that are not compliant include the locker rooms, restrooms and reception and lobby areas as well as public accessibility to the facility. To rectify the configuration, a complete renovation will be necessary.

Spaces for future growth:

Office: There is the opportunity to build out more of the classroom area to accommodate offices that are available for future growth.

BUILDING SKIN

The building skin is plaster cladding over metal studs. The windows are insulated glass with tinted finish. The exterior skin of the building was damaged by the flood and will need to be repaired. The water flowed through and under the existing walls. Plant buildup is currently growing in the exterior walls from the planted areas adjacent to the building.

The roofing system is a built-up roof. The roof drainage is collected in both internal drains and perimeter gutters and surfaced drained. It is evident that roof leaks have occurred over the life of the building as evidenced by water stains on ceiling tiles and in several light fixture lenses. The existing roof and flashing has failed and needs to be replaced. The building has sky lights located in the lobby.

The north wall of the building was repaired within the last five years. The wall became disconnected from the structure and was reattached. The plaster is cracked in several places. These cracks should be patched and the building repainted. The overall condition of the skin that was not damaged by the flood is consistent with what you would expect of a plaster clad building of this age. The lower portion of the building skin needs to be repaired both on the inside of the building as well as the exterior of the building. The structural integrity of the connection of the walls to the slab needs to be evaluated and likely repaired due to flood water impact. The building skin requires a thorough maintenance improvement. There is mold growth on the building that should be cleaned. The overall plaster is in good shape with the exception of the lower section of the building. The roof drainage system does not adequately push the storm water away from the building and will allow for water to stand adjacent to the slab edge.

The entire exterior skin should be recaulked and painted once the flood repairs are complete to provide a



total sealing of the building skin. This will provide both water infiltration and aesthetic improvements.

Removal of the gypsum board at the perimeter walls due to flooding has uncovered extensive vegetation infiltration into the wall cavity where Asian Jasmine has been planted adjacent to the wall. Extensive rusting of the light gauge metal framing is also evident in some locations. This will require repairs to the exterior metal studs.

The exterior skin does not protect the building from rising flood waters. The existing openings in the building from windows and doors are subject to flood water infiltration. The construction of the exterior walls does not provide for a water tight connection to the slab.

INTERIOR BUILD-OUT

The interior walls are gypsum clad metal stud framed walls that are finished with various finishes from ceramic tile to painted gypsum board. The floor is a concrete slab on grade system. The building has a large lobby space that has trees in grates. The lobby has brick pavers. The office areas had a combination of carpet and VCT. The carpet has all been removed and the VCT will need to be replaced. The locker rooms and staff restrooms have painted concrete floors that will need to be refinished. The break room and classrooms have VCT floors that require patching and repairs. Many areas of the VCT flooring were delaminating from the slab prior to the flood damage.

Interior Build-out Analysis

The interior build-out prior to the flood was in the condition you would expect for a building of this age. The flood damage requires a major refinishing of the interior of the building to bring it back to working order. The VCT floors are delaminating in the classrooms and need to be replaced. The VCT flooring in this area continues to deteriorate and should be replaced. All carpet should be replaced. The slabs appear to be performing reasonably. Evidence of minor slab movement is evident with minor cracks over doors and around openings. The ceilings are in good shape ex-

cept of the water damaged tiles. The gypsum board in the lobby around the skylights has water damage and should be repaired. The locker room floors are worn and should be recoated. Door clearances will need to be improved to create accessibility to many areas of the building.

RESTROOM

The building has restrooms in both the administrative area and in the field personnel locker rooms. There is a male and female toilet in the administrative area that is used by staff and the public. There is a restroom attached to both the male and female locker rooms that are used by the field personnel. There is a gang shower in the male locker room.

Restroom Analysis

The restrooms in the administrative area are very small and are not ADA accessible. The number of fixtures is not sufficient to comply with code when considering the classroom use. The field personnel restrooms have enough plumbing fixtures but are not ADA accessible. Reconfiguration of the restrooms to comply with ADA will most likely reduce the number of fixtures below acceptable numbers.

MECHANICAL SYSTEMS

The building is served by three roof top units. These units were replaced in 2002 and 2005 and are considered to be in good condition. The expected life of these units should be expected to be 5-7 years. The existing water heater was damaged by the flood and needs to be replaced.

ELECTRICAL SYSTEMS

The building electrical systems were performing as required before the flood. The flood impacted the building electrical service and transformer. These will need to be replaced. The panels have some additional capacity. The buildings lighting systems have been replaced in the past as part of an energy upgrade program. The electrical panels do not have the code

required clearance in front of the panels and should be relocated. The overall electrical system was inspected by an electrician at the request of the building and is expected to be reused with the exception of the main service and transformers.

LIFE SAFETY SYSTEMS

The building does not have a fire suppression system.

CODE COMPLIANCE

The building generally appears to be in compliance with applicable building codes required at the time of construction with regard to egress. Paths of egress are available and sufficient for expected occupancies. The classrooms need additional exits and rearrangement for code compliance.

ADA EVALUATION

This report provides a preliminary evaluation of this building for compliance with the Texas Department of Licensing and Regulation (TDLR) requirements. The building does not comply with Title II of the ADAAG which requires buildings with public access to provide for accessible access to City services. This requirement became effective in 2012 update of the federal ADAAG. The City provides services in this building that require it to provide access for public accommodation. An inspector from TDLR has visited the building following the flood to discuss the requirements to require the building to comply with current ADA requirements at the time of repair or replacement. Based on both the TDLR inspection and Title II of the ADAAG, the building will be required to be repaired to comply with the current ADA requirements. This includes access to the building and parking. The following are known deficiencies to the ADA and ADAAG requirements:

- Hardware handles on doors
- Non-compliant sinks and related millwork
- Administrative restroom clearances
- Field Personnel restroom clearances

- Door clearances at restrooms
- Door clearances at offices
- Sink insulated pipes
- Inaccessible public reception counter
- Door clearances at locker rooms
- Accessible parking
- Accessible route to building
- Lobby trees and tree wells

The highlights of the ADA study indicate that due to the magnitude of the flood damage, and the extensive repair that will be needed to bring the building back to full time use, the building will be required to address all of the outstanding ADA issues. The building will not be able to maintain its current interior configuration to meet these requirements.

SUMMARY

The location of the building and resulting risk from past and future flood damage requires the City to consider multiple options for putting the Administration Building back into service. There are four basic options for consideration.

Option No. 1: Repair the building in its current location without providing any flood prevention measures. This option will be required to repair the flood damage to the building and systems caused by the flood. In addition, this repair will require improvements to the building configuration to comply with ADA and ADAAG requirements. The projected budget for this option is \$619,750.00 in 2015 dollars. This option if chosen will not reduce the risk of future flood damage. This option does not address any of the other site flooding issues or any future building structural and maintenance needs.

Option No. 2: Repair the building in its current location, reconfigure the building layout to meet future needs for the Public Works Departments and provide flood prevention measures for construction of a flood wall surrounding the building and flood gates at the entrances to the building. This option will be required to repair the flood damage



to the building and systems caused by the flood as well as improvements to the building configuration to comply with ADA and ADAAG requirements. The projected budget for this option is \$3,076,000.00 in 2016 dollars. This option if chosen will reduce the risk of future Administration Building flood damage somewhat. This option does not address any of the other site flooding issues. The level of risk reduction is limited by the height of the flood wall protection.

Option No. 3: Replace the Administration Building with a new building in its current location with the finish floor raised up out of the flood plain. This option would provide for a new 8,930 square foot building located in the same foot print only raised up out of the flood plain. The new building would be configured to accommodate the future needs for the Public Works Administration and locker rooms for field personnel. The new building would meet all current building and ADA requirements. The projected budget for this option is \$2,837,600.00 in 2016 dollars. This option does not address any of the other site flooding issues.

Option No. 4: Replace the Administration Building with a new building in a different location that is out of flood risk. This option would provide for a new 8,930 square foot building located in a site on a undefined site assumed to be somewhere in the City of Bellaire. The new building would be configured to accommodate the future needs for the Public Works Administration and locker rooms for field personnel. The new building would meet all current building and ADA requirements. The projected budget for this option is \$3,386,900.00 in 2016 dollars. This cost does not include the cost of land, which could be substantial. This option does not address any of the other site flooding issues at the current location for other Public Works functions.

DEPARTMENT: Public Works
 CONTACT (Name, Number, Email): Brant Gary 713-662-8154
 CURRENT LOCATION: 4337 Edith
 Date 2-Dec-15

POSITION / SPACE	PERSONNEL			EXISTING SF		SPACE STND		SPACE REQUIRED			NOTES
	2015	2020	2025	TYPE	SF	TYPE	SF	2015	2020	2025	
Personnel Space											
Administration											
Streets & Solid Waste Superintendent	1	1	1	OF	190	OF7	120	120	120	120	
Solid Waste Foreman	1	1	1	OF	180	OF7	120	120	120	120	
Water/Waste Water Field Ops Foreman	1	1	1	OF	180	OF7	120	120	120	120	
Public Works Special Projects Manager	1	1	1	OF	150	OF7	120	120	120	120	
Chief Plant Operator	1	1	1	WS	64	OF7	120	120	120	120	Located adjacent to plant operators
Plant Operator	3	3	3	WS	100	WS	64	192	192	192	Located in same room as plant operators
Water/Waste Laborer	5	5	6		0			0	0	0	Field Personnel
Water/Waste Water Equipment Operator	3	3	4		0			0	0	0	Field Personnel
Administration Secretary	2	2	2	WS	80	WS	80	160	160	160	
Director of Public Works	1	1	1	OF	301	OF2	300	300	300	300	
Water/Waste Water Superintendent	1	1	1	OF	179	OF7	120	120	120	120	
Administrative Services Manager	1	1	1	OF	191	OF	150	150	150	150	
Solid Waste Equipment Operator	6	7	7		0		0	0	0	0	Field Personnel
Solid Waste Laborer	6	7	7		0		0	0	0	0	Field Personnel
Temporary Labor	5	5	5		0		0	0	0	0	Field Personnel
Streets Equipment Operator	2	2	3		0		0	0	0	0	Field Personnel
Streets Laborer	1	2	2		0		0	0	0	0	Field Personnel
Streets Crew Leader	1	1	1		0		0	0	0	0	Field Personnel
Projects Manager	1	1	1		0	OF7	120	0	0	0	Field Personnel
Water/Waste Water Crew Leader	1	1	1			WS	64	64	64	64	
Traffic Crew Leader	1	1	1					0	0	0	Field Personnel
Information Coordinator	1	1	1			OF7	120	120	120	120	
Parks Superintendent	1	1	1			OF7	120	120	120	120	
Parks Crew Leader	1	1	1			WS	64	64	64	64	
Subtotals	48	51	54		1615			1890	1890	1890	
Support Space											
Conference Room					209		250	250	250	250	Seating for 10
Classroom					2,422		1500	1500	1500	1500	Seating for 60
Breakroom					625		625	625	625	625	
Copy/Supply Room					127		130	130	130	130	
Kitchen					164		164	164	164	164	
Map/Conference Room					300		250	250	250	250	Seating for 8
Document Room					0		200	200	200	200	
Reception					135		0	0	0	0	
Mens Lockerroom					630		950	950	950	950	Lockers for 50
Womens Lockerroom					218		250	250	250	250	Lockers for 4
Staff Toilets					120		250	250	250	250	
Workroom					0			0	0	0	
Public Restrooms					117		160	160	160	160	Two single use toilets
Lobby							250	250	250	250	
Subtotal - Departmental SF					6682			6869	6869	6869	
Departmental Circulation (30%)					2005			2061	2061	2061	
Existing Departmental SF					8687						
Projected Total Departmental SF								8930	8930	8930	



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FACILITY SPACE PLANS

Chapter 5, Section 2

Attachment: 2015 1203-SEC_Public Works Admin (1735 : Public Works Facility Assessment Report and Direction)



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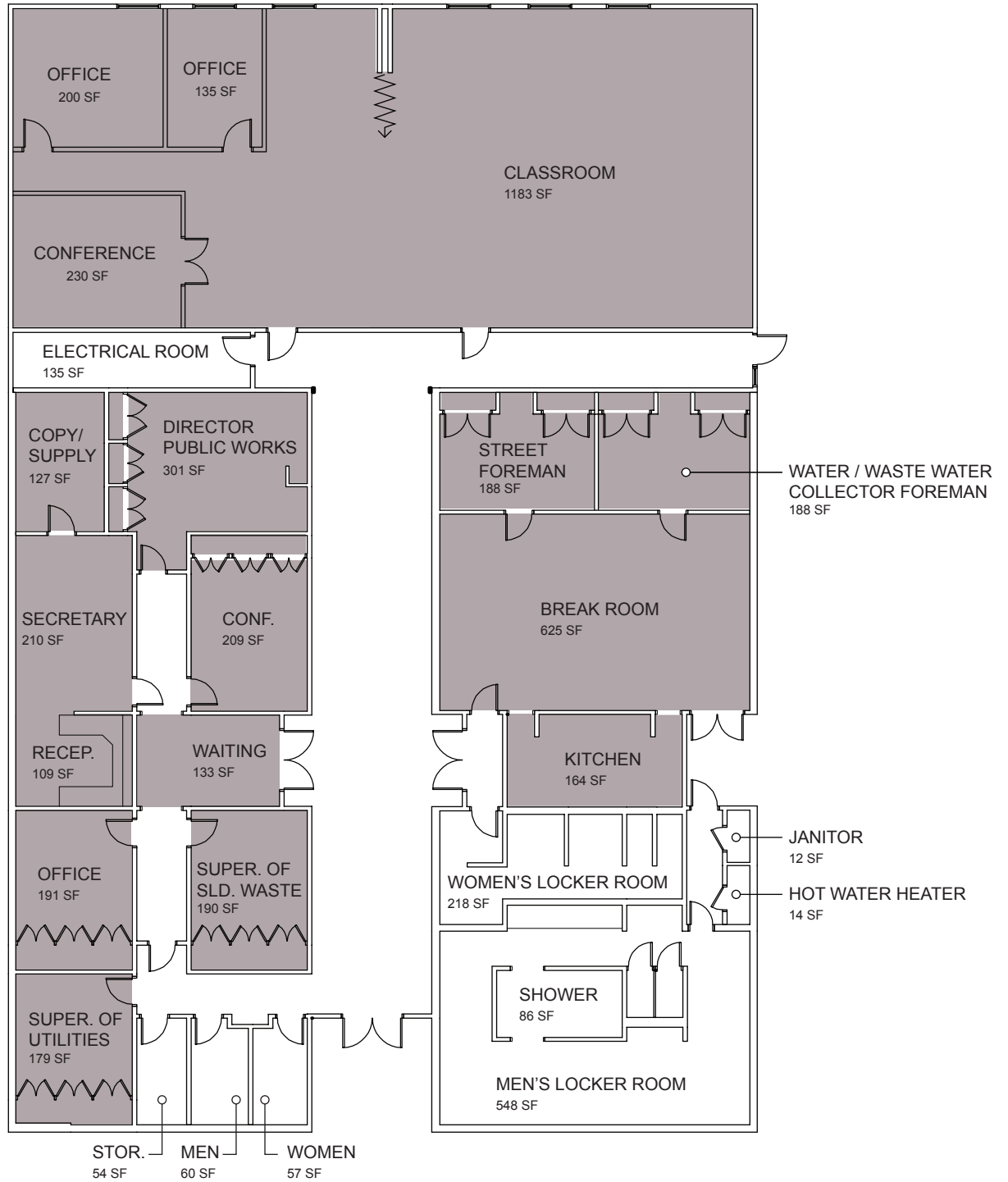


Figure 5-2-1

Administration Building Space Plan (Scale 1/16" = 1'-0")

- Public Works
- Parks and Recreation



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FACILITY UTILIZATION PLANS

Chapter 5, Section 3

Attachment: 2015 1203-SEC_Public Works Admin (1735 : Public Works Facility Assessment Report and Direction)



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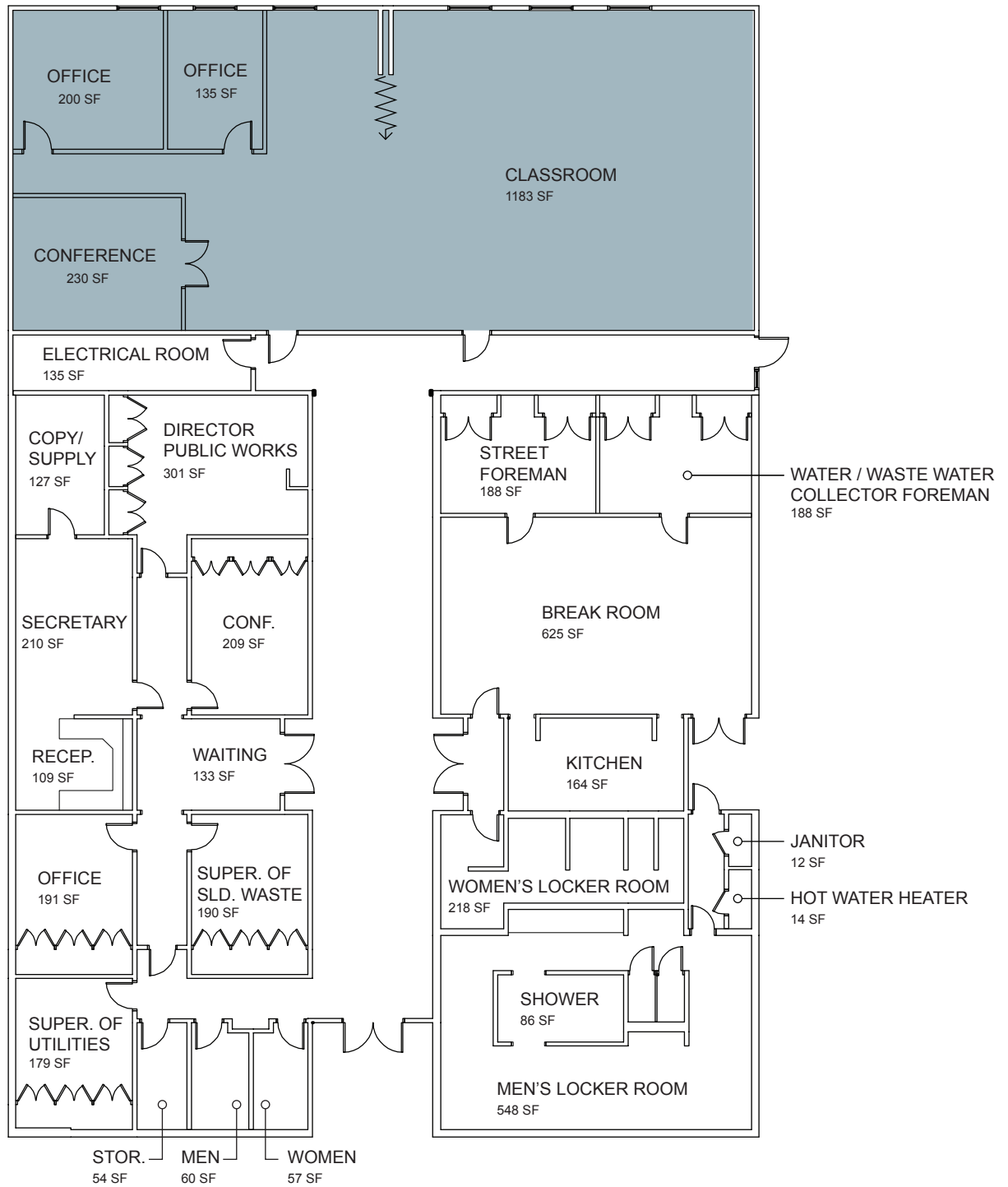


Figure 5-3-1

Administration Building Utilization Plan (Scale 1/16" = 1'-0")

- Under Utilized Space
- Under Sized Space
- Future Growth Space



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FACILITY ASSESSMENT

Chapter 5, Section 4

Attachment: 2015 1203-SEC_Public Works Admin (1735 : Public Works Facility Assessment Report and Direction)



- 1** **CONDITION:** Cracked plaster finish.
REPAIR: Seal and repaint plaster.
- 2** **CONDITION:** Inadequate drainage control.
REPAIR: Extend downspout away from building.
- 3** **CONDITION:** Evidence of water leak.
REPAIR: Repaint.
- 4** **CONDITION:** Evidence of water leak.
REPAIR: Replace ceiling tiles.

Legend

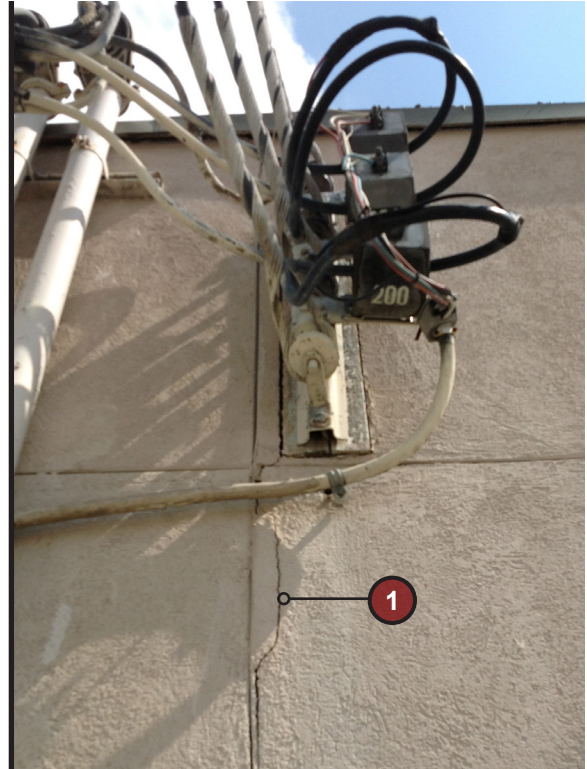


Figure 5-4-1

West Wall

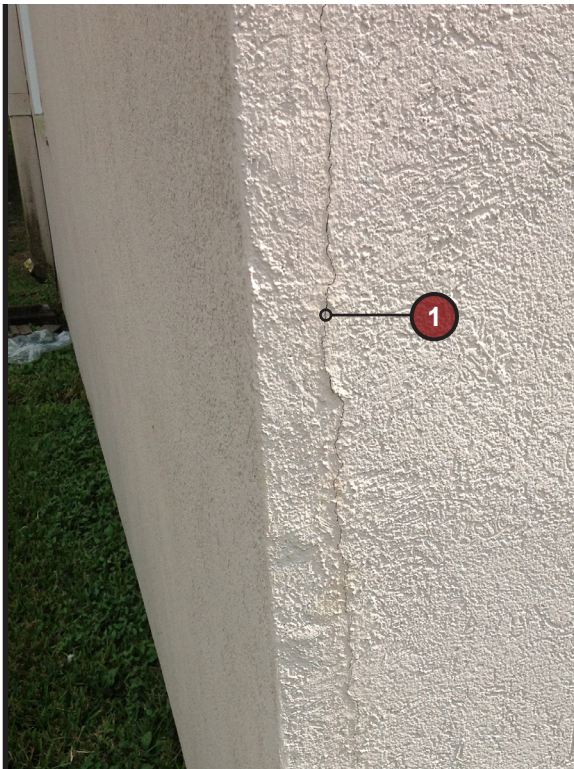


Figure 5-4-2

West Wall



Figure 5-4-3

North Wall

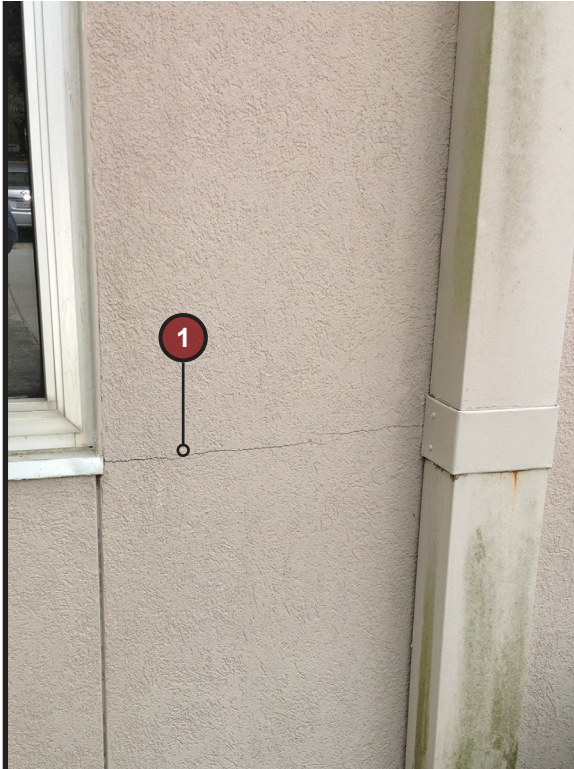


Figure 5-4-4

Typical Window



Figure 5-4-5

Typical



Figure 5-4-6

Lobby



Figure 5-4-7

Lobby



- 1 **CONDITION:** Counter is not ADA compliant.
REPAIR: Replace millwork to be ADA compliant.
- 2 **CONDITION:** Evidence of water leak.
REPAIR: Repair leak and replace ceiling tiles.
- 3 **CONDITION:** Door and sink are not ADA compliant.
REPAIR: Provide adequate door clearance or auto-matic door opener. Replace sink and millwork to be ADA compliant.
- 4 **CONDITION:** Urinal is not ADA compliant.
REPAIR: Provide ADA compliant floor clearance.
- 5 **CONDITION:** Non-accessible drinking fountain.
REPAIR: Replace drinking fountain.

Legend



Figure 5-4-8

Reception



Figure 5-4-9

Secretary



Figure 5-4-10

Office Area



Figure 5-4-11

Men's Restroom



Figure 5-4-12

Men's Restroom



Figure 5-4-13

Corridor



Figure 5-4-14

Women's Restroom



- 1 **CONDITION:** Worn finishes.
REPAIR: Replace carpet.
- 2 **CONDITION:** Non-ADA compliant sink.
REPAIR: Replace sink and millwork.
- 3 **CONDITION:** No ADA compliant shower provided.
REPAIR: Convert one shower to be ADA compliant.
- 4 **CONDITION:** Floor finish deterioration.
REPAIR: Patch floor finish.
- 5 **CONDITION:** No ADA compliant urinal provided.
REPAIR: Convert one urinal to be ADA compliant.
- 6 **CONDITION:** No ADA complaint water closet provided.
REPAIR: Provide ADA compliant water closet.

Legend



Figure 5-4-15

Office Area



Figure 5-4-16

Women's Restroom



Figure 5-4-17

Women's Restroom



Figure 5-4-18

Women's Locker Room



Figure 5-4-19

Break Room



Figure 5-4-20

Men's Locker Room



Figure 5-4-21

Men's Locker Room



- 1** **CONDITION:** Non-ADA compliant sink.
REPAIR: Replace sink and millwork.
- 2** **CONDITION:** No ADA compliant shower provided.
REPAIR: Convert one shower to be ADA compliant.
- 3** **CONDITION:** Evidence of water leak.
REPAIR: Repair leak and replace ceiling tiles.
- 4** **CONDITION:** Delaminated floor tiles due to underslab moisture penetration.
REPAIR: Repair flooring.
- 5** **CONDITION:** Materials stored in electrical room.
Insufficient panel access width in room.
REPAIR: Clean out electrical room.
- 6** **CONDITION:** Floor finish deterioration.
REPAIR: Patch floor finish.

Legend

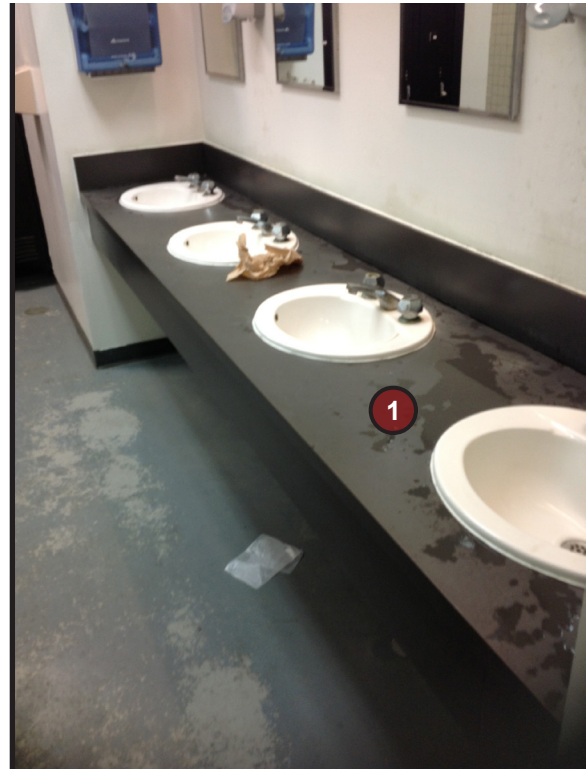


Figure 5-4-22

Men's Locker Room



Figure 5-4-23

Men's Locker Room

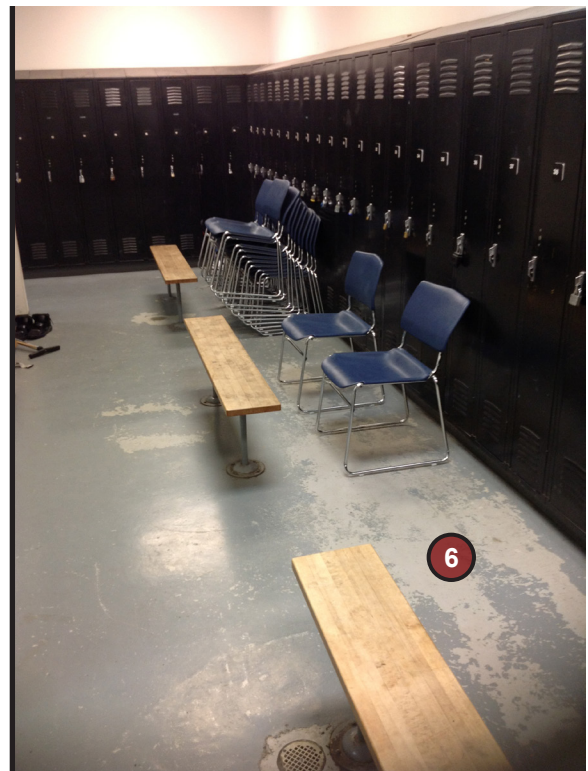


Figure 5-4-24

Men's Locker Room

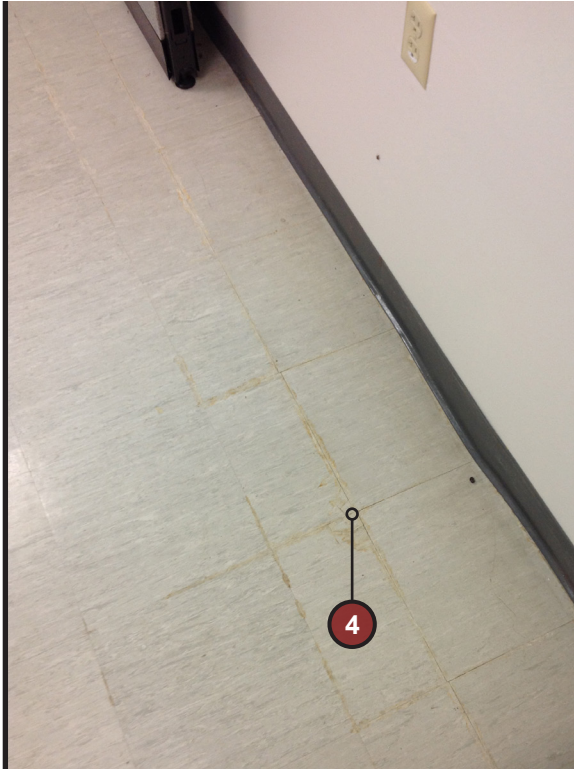


Figure 5-4-25

Classroom



Figure 5-4-26

Classroom



Figure 5-4-27

Classroom



Figure 5-4-28

Electrical Room



- 1** **CONDITION:** Invasive vegetation growth into wall cavity.
REPAIR: Remove Asian Jasmine planting from around the building.
- 2** **CONDITION:** Interior flood damage.
REPAIR: To be determined.
- 3** **CONDITION:** Hole in exterior wall.
REPAIR: Remove exterior plaster finish, repair sheathing, flashing, and waterproofing and plaster.
- 4** **CONDITION:** Cracked plaster finish.
REPAIR: Repair and repaint plaster finish.
- 5** **CONDITION:** Existing trees do not provide sufficient ADA head clearance in space.
REPAIR: Trim trees.
- 6** **CONDITION:** Existing tree grates are not ADA compliant.
REPAIR: Replace tree grates.

Legend



Figure 5-4-29

East Entrance



Figure 5-4-30

West Wall

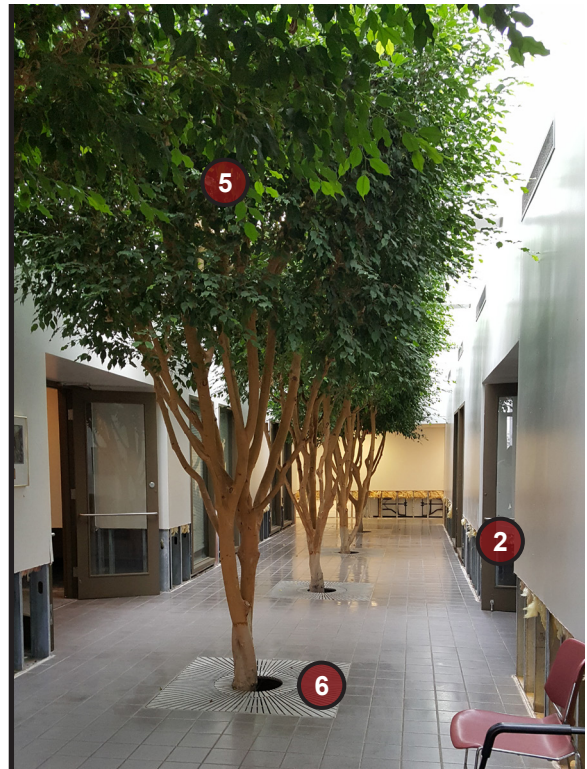


Figure 5-4-31

Interior Atrium



Figure 5-4-32

East Exit Corridor



Figure 5-4-33

East Exterior Wall

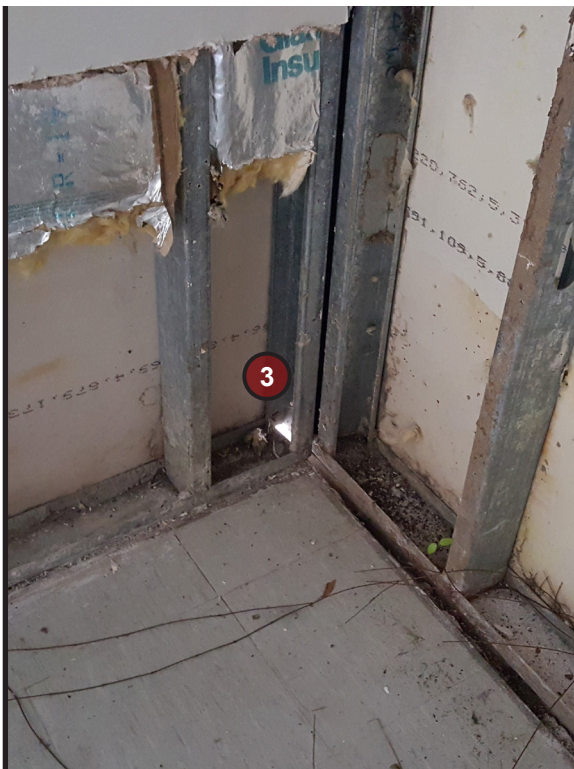


Figure 5-4-34

North East Corner Exterior Wall

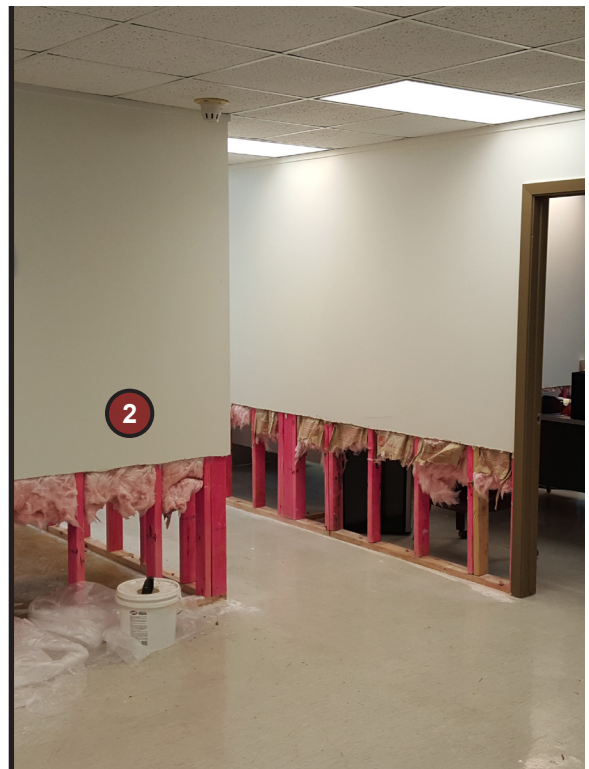


Figure 5-4-35

Ad-Hoc Classroom Office



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FACILITY COST ANALYSIS

Chapter 5, Section 5

Attachment: 2015 1203-SEC_Public Works Admin (1735 : Public Works Facility Assessment Report and Direction)



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City of Bellaire Facilities Master Plan

Conceptual Project Budget - Renovate Public Works Administration Building - OPTION 1

Full Repair including flood Repair and ADA repairs

2-Dec-15

Notes:

All costs are listed in 2015 Dollars
 These costs address the known ADA deficiencies of the Administration Building
 These costs do not include flood proofing the building from future flood events

Projected Budget	Square Feet	Cost/SF	Non ADA Subtotal	ADA Subtotal	Total
Sitework	0	\$ -	\$ -		
Offsite Work	0	\$ -	\$ -		
Demolition	0	\$ -	\$ -		
Administration Areas					
Repair interior gypsum board walls	1,600	\$ 8.00	\$ 12,800.00		
Door clearances				\$ 5,000.00	
Paint walls	4,500	\$ 3.50	\$ 15,750.00		
Replace carpet and base	1,200	\$ 4.50	\$ 5,400.00		
Repair VCT floors	1,000	\$ 1.90	\$ 1,900.00		
Replace doors and hardware	18	\$ 700.00		\$ 12,600.00	
Classroom					
Repair interior gypsum board walls	1,200	\$ 8.00	\$ 9,600.00		
Paint walls	3,000	\$ 3.50	\$ 10,500.00		
Repair VCT floors	2,400	\$ 1.90	\$ 4,560.00		
Replace doors and hardware	2	\$ 700.00		\$ 1,400.00	
New movable wall			\$ 6,000.00		
Breakroom					
Repair interior gypsum board walls	1,500	\$ 8.00	\$ 12,000.00		
Door clearances				\$ 5,000.00	
Paint walls	3,500	\$ 3.50	\$ 12,250.00		
Repair VCT floors	1,000	\$ 1.90	\$ 1,900.00		
Replace doors and hardware	15	\$ 700.00		\$ 10,500.00	
Repair millwork	12	\$ 500.00		\$ 6,000.00	
Repair counter	8	\$ 250.00		\$ 2,000.00	
Replace appliances			\$ 1,000.00		
Restrooms and Lockerrooms					
Repair interior gypsum board walls	1500	\$ 8.00	\$ 12,000.00		
Door clearances				\$ 15,000.00	
Paint all interior walls	4000	\$ 3.50	\$ 14,000.00		
Repair public restrooms	150	\$ 250.00		\$ 37,500.00	
Repair staff locker rooms	900	\$ 200.00		\$ 180,000.00	
Repair floors	600	\$ 1.90	\$ 1,140.00		
Replace door and hardware	5	\$ 700.00		\$ 3,500.00	
Miscellaneous					
Remove lobby trees				\$ 20,000.00	
New transformer			\$ 4,500.00		
New 200 AMP main service			\$ 2,500.00		
Replace water heater			\$ 2,000.00		
Design Contingency (5%)			\$ 6,490.00	\$ 14,925.00	
Subtotal			\$ 136,290.00	\$ 313,425.00	
Sanitary Connection Fee			\$ -	\$ -	
Water Connection Fee			\$ -	\$ -	
All Permit Fees			\$ -	\$ -	
Construction Subtotal			\$ 136,290.00	\$ 313,425.00	
GC General Conditions (4.5%)			\$ 6,133.05	\$ 14,104.13	
GC Fees (5.5%)			\$ 7,833.27	\$ 18,014.10	
Construction Total			\$ 150,256.32	\$ 345,543.23	
Total Construction Cost per Square Foot					
Soft Cost (10%)			\$ 15,025.63	\$ 34,554.32	
Contingency (15%)			\$ 22,538.45	\$ 51,831.48	
Furniture, Fixtures and Equipment Costs			\$ -	\$ -	
Land Costs			\$ -	\$ -	
2015 Project Budget			\$ 187,820.40	\$ 431,929.03	\$ 619,74



City of Bellaire Facilities Master Plan
Conceptual Project Budget - Renovate Public Works Administration Building - OPTION 2
Full Repair including flood Repair, Prevention and ADA repairs
2-Dec-15

Notes:

All costs are listed in 2016 Dollars
These costs address the known ADA deficiencies and reconfiguration of the of the Administration Building to meet current and future space needs
These costs includes flood prevention of the existing building from future flood events with a flood wall at the building
These costs do not address any other site improvements to address site flooding

Projected Budget	Square Feet	Cost/SF	Total
Sitework	0	\$ -	\$ 50,000.00
Offsite Work	0	\$ -	\$ -
Interior Demolition	8,500	\$ 10.00	\$ 85,000.00
Administration Areas			
Repair interior gypsum board walls	1,600	\$ 8.00	\$ 12,800.00
Door clearances			\$ 5,000.00
Paint walls	4,500	\$ 3.50	\$ 15,750.00
Replace carpet and base	1,200	\$ 4.50	\$ 5,400.00
Repair VCT floors	1,000	\$ 1.90	\$ 1,900.00
Replace doors and hardware	18	\$ 700.00	\$ 12,600.00
Classroom			
Repair interior gypsum board walls	1,200	\$ 8.00	\$ 9,600.00
Paint walls	3,000	\$ 3.50	\$ 10,500.00
Repair VCT floors	2,400	\$ 1.90	\$ 4,560.00
Replace doors and hardware	2	\$ 700.00	\$ 1,400.00
New movable wall			\$ 6,000.00
Breakroom			
Repair interior gypsum board walls	1,500	\$ 8.00	\$ 12,000.00
Door clearances			\$ 5,000.00
Paint walls	3,500	\$ 3.50	\$ 12,250.00
Repair VCT floors	1,000	\$ 1.90	\$ 1,900.00
Replace doors and hardware	15	\$ 700.00	\$ 10,500.00
Repair millwork	12	\$ 500.00	\$ 6,000.00
Repair counter	8	\$ 250.00	\$ 2,000.00
Replace appliances			\$ 1,000.00
Restrooms and Lockerrooms			
Repair interior gypsum board walls	1500	\$ 8.00	\$ 12,000.00
Door clearances			\$ 15,000.00
Paint all interior walls	4000	\$ 3.50	\$ 14,000.00
Repair public restrooms	150	\$ 250.00	\$ 37,500.00
Repair staff locker rooms	900	\$ 200.00	\$ 180,000.00
Repair floors	600	\$ 1.90	\$ 1,140.00
Replace door and hardware	5	\$ 700.00	\$ 3,500.00
Miscellaneous			
Remove lobby trees			\$ 20,000.00
New transformer			\$ 4,500.00
New 200 AMP main service			\$ 2,500.00
Replace water heater			\$ 2,000.00
Room Reconfiguration			
Wall reconfiguration	7,450	\$ 50.00	\$ 372,500.00
Flood Prevention			
Flood Wall around existing building	450	\$ 2,500.00	\$ 1,125,000.00
Flood Gates	3	\$ 5,000.00	\$ 15,000.00
Pumping System			\$ 50,000.00
Design Contingency (5%)			\$ 106,290.00
Subtotal			\$ 2,232,090.00
Sanitary Connection Fee			\$ -
Water Connection Fee			\$ -
All Permit Fees			\$ -
Construction Subtotal			\$ 2,232,090.00
GC General Conditions (4.5%)			\$ 100,444.05
GC Fees (5.5%)			\$ 128,289.37
Construction Total			\$ 2,460,823.42
Total Construction Cost per Square Foot			
Soft Cost (10%)			\$ 246,082.34
Contingency (15%)			\$ 369,123.51
Furniture, Fixtures and Equipment Costs			\$ -
Land Costs			\$ -
2016 Project Budget			\$ 3,076,029.28

City of Bellaire Facilities Master Plan

Conceptual Project Budget - Renovate Public Works Administration Building - OPTION 3

2-Dec-15

Notes:

All costs are listed in 2016 Dollars

Projected Budget	Square Feet	Cost/SF	Subtotal
Sitework	25,000	\$ 7.00	\$ 175,000.00
Offsite Work	0	\$ -	\$ -
Demolition	8,500	\$ 5.00	\$ 42,500.00
New Replacement Building	8,930	\$ 170.00	\$ 1,518,100.00
Exterior Ramping	0	\$ -	\$ 150,000.00
Minor Interior Renovation	0	\$ -	\$ -
Exterior Skin Renovation	0	\$ -	\$ -
Design Contingency (5%)			\$ 94,280.00
Subtotal			\$ 1,979,880.00
Sanitary Connection Fee			\$ -
Water Connection Fee			\$ -
All Permit Fees			\$ -
Construction Subtotal			\$ 1,979,880.00
GC General Conditions (4.5%)			\$ 89,094.60
GC Fees (5.5%)			\$ 113,793.60
Construction Total			\$ 2,182,768.20
Total Construction Cost per Square Foot			
Soft Cost (10%)			\$ 218,276.82
Contingency (10%)			\$ 218,276.82
Furniture, Fixtures and Equipment Costs (10%)			\$ 218,276.82
Land Costs			\$ -
2016 Project Budget			\$ 2,837,598.66



City of Bellaire Facilities Master Plan

Conceptual Project Budget - Renovate Public Works Administration Building - OPTION 4 2-Dec-15

Notes:

All costs are listed in 2016 Dollars

Projected Budget	Square Feet	Cost/SF	Subtotal
Sitework	45,000	\$ 12.00	\$ 540,000.00
Offsite Work	0	\$ -	\$ -
Demolition	8,500	\$ 5.00	\$ 42,500.00
New Replacement Building	8,930	\$ 170.00	\$ 1,518,100.00
Exterior Ramping	0	\$ -	\$ 150,000.00
Minor Interior Renovation	0	\$ -	\$ -
Exterior Skin Renovation	0	\$ -	\$ -
Design Contingency (5%)			\$ 112,530.00
Subtotal			\$ 2,363,130.00
Sanitary Connection Fee			\$ -
Water Connection Fee			\$ -
All Permit Fees			\$ -
Construction Subtotal			\$ 2,363,130.00
GC General Conditions (4.5%)			\$ 106,340.85
GC Fees (5.5%)			\$ 135,820.90
Construction Total			\$ 2,605,291.75
Total Construction Cost per Square Foot			
Soft Cost (10%)			\$ 260,529.17
Contingency (10%)			\$ 260,529.17
Furniture, Fixtures and Equipment Costs (10%)			\$ 260,529.17
Land Costs			To be determined
2016 Project Budget			\$ 3,386,879.27

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: Development Services
Category: Presentation
Department Head: John McDonald
DOC ID: 1715

**SCHEDULED
ACTION ITEM (ID # 1715)**

Item Title:

Presentation of Mobility Study - Submitted by John McDonald, Development Services Director; Introduced by James Andrews, City Engineer, ARKK Engineering Inc.; Presented by Harish Narayanappa, PE, PTOE, President of EPIC Transportation Group, LP.

Background/Summary:

In February, 2015, the City contracted with EPIC Transportation Group to provide traffic engineering services for the purpose of documenting and evaluating existing transportation infrastructure; current and proposed development; and traffic conditions (auto, transit, pedestrian, and bicycle).

Based on a limited budget, City Engineer James Andrews worked with the Directors of Public Works and Development Services and the consultant to focus in on key areas and create what is planned as Phase I of a continuing comprehensive mobility study. In general, the following issues were included:

- On-street Parking
- Street Network
- Signalized Intersections
- Transit
- Pedestrian Facilities
- Bicycle Facilities

Mr. Harish Narayanappa, PE, PTOE, President of EPIC Transportation Group will present his findings. An executive summary of his report and his presentation is included as attachments. The report in its entirety has not been included in your packets due to its size, but can be found online at <http://www.bellairetx.gov/DocumentCenter/View/17617>.

Recommendation:

The Director of Development Services recommends acceptance of this report which will provide direction when planning future transportation projects.

ATTACHMENTS:

- Mobility Study - Executive Summary (PDF)
- Mobility Study - Presentation, Council (PDF)

EXECUTIVE SUMMARY

The City of Bellaire has authorized EPIC Transportation Group, LP (ETG) to conduct a city-wide Traffic Study. The purposes of which are to evaluate existing transportation infrastructure; current and proposed development; and traffic conditions as it applies to automobile, transit, pedestrian and bicyclist traffic.

In this study, traffic needs are assessed and alternatives evaluated to form a basis for the City's short-, mid- and long-term mobility needs. Due to limited budget, only select facilities were reviewed in this study. These select facilities were evaluated for current capacity and future needs.

In general, the following were reviewed and/or analyzed:

- Street Network – widening, connectivity, closure, signing & striping
- Safety – crash data analysis
- Signalized Intersections - lane use and additional lanes but, no signal timing analysis
- Unsignalized Intersections – multi-way stop sign warrant analysis at select intersections
- On-street Parking - supply, demand, prohibition, expansion
- Pedestrian Facilities - connectivity, access, ADA compliance etc.
- Transit - access, expansion
- All Others
- Bellaire at West Loop 610 - “Before” and “After” intersection capacity/LOS analysis

Following is a summary of findings and recommendations. Please refer to the Report that follows for further details.

STREET NETWORK

Roadway Widening: Based on the roadway capacity analysis, all of the study streets within Bellaire would perform at an acceptable LOS D or better through 2025. Street widening improvements are not recommended for the study streets until 2035. By 2035 Bellaire Boulevard could deteriorate to LOS E and may require capacity improvements. Traffic on Bellaire Boulevard shall be evaluated in 2035 to determine if widening is required at that time.

Roadway Connectivity: Street connectivity within Bellaire and to surrounding City of Houston (COH) streets is adequate and does not require changes or modifications at this time.

Roadway Closure: The City specifically requested to review the impact of street closure for Linden, Laurel and Willow at West Loop 610 Southbound Frontage Road. It has been a concern for local residents that pass-through (cut-through) traffic is posing a safety threat to the residential neighborhoods on these streets.

Based on the “before” and “after” travel patterns and impact at the subject intersections, it is concluded street closure can be accomplished without undue constraints, inconvenience or excessive delay to residents on the 4700 block of Linden, Laurel and Willow.

However, the volume of cut-through traffic is not significant. It is about half the traffic turning in/out of Linden; and less than half turning in/out of Laurel and Willow. But the question whether non-resident motorists pose a threat to local residents is beyond the scope of this traffic study. We recommend a review of crime statistics from the City Police Department to determine if crimes are committed by non-residents traveling on these streets.

Should the City chose to close the streets, adequate street closure measures in the form of a 1) continuous landscaped curbside area creating a cul-de-sac, or 2) some form of physical barrier of the City’s choice (such as a sound wall, traffic barrier, or islands with planted trees) can be installed.

Roadway Signing & Striping: See **Table A** (also known as Table 9 in the Report) for a summary of recommended improvements and costs related to signing & striping. See **Figure A** (Figure 4 in the Report) for illustrated recommended improvements along South Rice.

SIGNALIZED INTERSECTIONS

Signal Timing & Hardware: None of the signalized intersections within the City were analyzed for signal timing improvements. However, we recommend retiming the signals once every two-years to make sure the timings are in sync with changes in traffic patterns and volumes.

Also, signal hardware were reviewed for potential upgrades, and we recommend hardware improvements at certain locations. See **Table A** for signalized intersection related improvements and associated costs.

Intersection Lane Use: Existing lane use configuration at signalized intersections were briefly reviewed for turn lane capacity and storage requirements based on peak period traffic movement counts. Based only on a cursory review of such counts, most intersection lane uses are adequate for current conditions. See **Figure B** (Figure 2 in the Report) and **Figure C** (Figure 3 in the Report) for current AM and PM peak roadway and intersection traffic counts.

SAFETY

Year 2012 to 2014 crash data within the city limits of Bellaire were obtained from H-GAC. Roadway crash rates for 100 million vehicle miles traveled (100 MVMT) was calculated for the major streets within Bellaire. It can be summarized that crash rates in Bellaire are higher than statewide average for roadways of similar configuration. However, very few of these crashes were fatal.

Crash hotspots at signals and non-signals are illustrated in **Figure D** (Figure 5 in the Report). Crashes can be reduced by employing a variety of access management, geometric, and traffic

control measures. Included in **Table B** (Table 18 in the Report) is a list of such recommendations.

UNSIGNALIZED INTERSECTIONS – MULTI-WAY STOP SIGN WARRANTS

The City directed ETG to perform multi-way stop sign warrant analysis at the following three intersections for current conditions and for the street closure scenario:

- Linden Street at 2nd Street
- Laurel Street at 2nd Street
- Willow Street at 2nd Street

Currently, all-way stop signs are installed for the intersections of Linden at 2nd Street and Laurel at 2nd Street. Two-way stop sign control is installed for Willow at 2nd Street.

Based on the analysis we recommend two-way stop controls at all three locations with stop signs installed on Linden, Laurel and Willow; while 2nd Street shall operate without interruption.

ON-STREET PARKING

Currently on-street parking is permitted along South Rice Avenue and around three schools including Bellaire High School, Condit Elementary School and Horn Elementary School. Due to limited budget, other areas of the City were not reviewed for parking.

On South Rice, dedicated parking is available in front of the City Hall, Condit Elementary and Bellaire High School. The striped shoulder along northbound Rice, although narrow, is also used for parking.

Minimum parallel parking lane should be 7-feet wide (but 8-feet is preferred). For angle parking the width should be 17 feet. Dedicated handicap stalls should be provided. In addition, parking restriction with signs and/or signage shall be applied near intersections.

Parking around Bellaire High is still a work-in-progress since it is tied to the school campus renovation plans that are currently in the works. Parking around Condit and Horn elementary schools is adequate and is functioning as desired.

Evergreen between South Rice and West Loop 610 has 7-foot wide striped curbside shoulders on both sides that are used for on-street parking. These shoulders are not designated parking lanes and no parking-related signs exist. Land use is residential on both sides of Evergreen along this segment. It is possible that the vehicles parked on the shoulders belong to the property owners. As such, we do not recommend re-dedicating them as on-street parking lanes since it would prompt “non-residents” to park in front of these residential homes.

Please see **Figure A** for proposed on-street parking along South Rice. See **Table A** for parking-related improvements and associated costs.

PEDESTRIAN FACILITIES

Outdoor pedestrian access facilities include sidewalks, ramps, crosswalks, and pedestrian-actuated signals.

Per COH's latest guidelines 5-foot wide sidewalks, 5-foot wide ramps, and minimum 8-foot wide crosswalks are required. High pedestrian areas such as schools require continental crosswalks for emphasis. Signalized intersections should have count-down type pedestrian signals. If signals are actuated they need to be the audible accessible type that provide sound cues for the hearing impaired. The ramps have to have detectable warning surface close to the ramp/road junction.

In general, within the City, the following were observed:

- Discontinuous sidewalks in several areas especially in front of residential homes.
- Less than 5-foot wide sidewalks.
- Uneven sidewalks due to upheaval by mature tree roots or soil compaction etc.

We recommend the following pedestrian-related improvements:

- Install sidewalks where they are currently lacking.
- New sidewalks shall comply with ADA criteria.
- Remove and replace existing old sidewalks in areas which are not covered by the City's current rebuild contracts.
- Install ADA-compliant ramps at intersections.
- Install crosswalks at both signalized and unsignalized intersections along major streets.

See **Table A** for pedestrian-related improvements.

TRANSIT

Currently METRO bus routes 2, 33, 49, 65 and 402 travel through the City of Bellaire or have a stop in the Bellaire Transit Center, which is located 150 feet to the west of the intersection of Bellaire and South Rice.

City representatives believe the current Metro Transit Center in downtown Bellaire is unsightly and causes traffic issues.

Meanwhile, METRO is reviewing its entire bus system including whether the Bellaire Transit Center can be relocated out of Bellaire to COH near Chimney Rock.

BIKEWAYS

City of Bellaire currently does not have a bikeway plan. According to the Mobility Chapter in the City's 2015 Comprehensive Plan, bike lane exists on South Rice between Maple and Elm.

The COH has plans to extend bikeway on South Rice between Elm and Gulfton. This bikeway is currently not signed, which prompts motorists to park their automobiles on the street with or without knowledge.

Bikeway exists on Chimney Rock within Bellaire city limits in both directions. However, these bikeways are 7-foot wide. We recommend reducing it to 5-foot wide to discourage on-street parking.

Note: Main lane striping on Elm, Chimney Rock (including bike lane) and South Rice was awarded to Batterson LLP on November 3, 2014 with project completion in May 2015.

We recommend extending the bikeway on Chimney Rock to Beechnut (in cooperation with COH).

Bikeway exists on Renwick on both sides within the city limits and beyond. It is signed and striped, however; the lane width is substandard (about 4-feet wide) and the adjacent through lanes appear to be 10-foot wide.

New COH guidelines call for 11-foot lanes, which may put this bike lane in jeopardy. All of the existing bikeways within the city run north-south. There is no east-west connectivity. Potential roadways for east-west connectivity are Furnace (which is an extension of Gulfton) to West Loop 610; Bellaire from Renwick to Newcastle; and Beechnut (COH) from Renwick to Newcastle. However, installing bikeways on the east-west streets could be difficult due to ROW limitations, and need to be investigated further in detail.

See **Figure E** (Figure 6 in the Report) for the Bikeway plan including existing, proposed, and recommended routes.

TRAILS / PATHWAYS

Except for the existing trail along the west side of Newcastle, the City of Bellaire does not have many pathways or hike & bike trails. We recommend coordinating with COH on extending the Newcastle trail from 1) Pin Oak to Westpark in the north, and to 2) Beechnut / Frankway Drive / North Braeswood in the south (to eventually tie-in to the Brays Bayou Hike & Bike Trail).

MISCELLANEOUS

See **Table A** for all other recommendations including intersection safety lighting, tree trimming etc.

Estimated construction cost or procurement costs are provided in **Table A** where available. Also, the improvements are color-coded to differentiate improvements between short-term (within 2 years - YELLOW), mid-term (2 to 5 years - GREEN) and long-term (over 5 years - BLUE).

BELLAIRE AND WEST LOOP 610 - "BEFORE" AND "AFTER" CAPACITY / LEVEL OF SERVICE

This study was performed as a separate task to evaluate what impact the proposed reconfiguration of US 59 and West Loop 610 interchange (and the diverted southbound Fournace exit-ramp traffic) would have on Bellaire at West Loop 610 intersection. The full report is included in **Appendix D**. Following are the findings:

1. Under 2015 conditions (Scenario 3 - Diverted Traffic), with signal optimization and lane use improvements and no dual U-turns, we would maintain the current delay (around 120 secs/vehicle) and not make it any worse.
2. Based on existing traffic counts obtained from TxDOT along West Loop 610 southbound frontage road at Furnace and at Bissonnet, we have projected a 50/50 split between the u-turns and right turns in the AM peak period, and a 30/70 split in the PM period for the diverted ramp traffic at Bellaire intersection (i.e., more right-turns than u-turns).
3. Under current conditions in 2015, it appears there is no need for the proposed double southbound-to-northbound u-turns.
4. Considering the above situation, we may be able to better control the merge/diverge at the u-turn and the northbound frontage junction with a single u-turn rather than double u-turns. This would be better for the northbound Bellaire entrance-ramp operation as well since there may be no need to relocate it further north (which we believe would be the case to accommodate the proposed double u-turns).
5. Also, if double u-turns are not provided, the westbound to northbound right turns from Bellaire can operate as is.
6. However, considering items 1 through 4 above, TxDOT to adequately demonstrate that the double u-turn lanes would work at this location.
7. On the southbound frontage, consider extending the subject u-turn storage all the way up to the southbound Bellaire exit-ramp.
8. For 2035 conditions on the southbound frontage, consider removing the southbound-to-westbound right-turn island and make it a "right-only" and "shared right/through" operation to accommodate the anticipated additional right turns.
9. For 2035 conditions, provide 150-foot additional storage and appropriate transition on the southbound frontage to make the above lane use configuration work. Additional ROW along the west side of the southbound frontage may have to be acquired for this purpose.

Table A : City-wide Recommended Improvements (General Improvements)

#	Topic	Findings & Recommendations	Cost (Per Each)
1	New Pavement / Sidewalks etc.	City has awarded Rebuild Bellaire Phase 5 Contract to HDR for street, sidewalk, drainage and other improvements with a project completion of May 2016. In addition minor street and sidewalk repair design contracts have been awarded to ARKK Engineers in 2015 for various street segments. Design scheduled for completion in March 2015. Similar contract which was designed by ARKK in 2014 was awarded to AAA Asphalt Paving, Inc. with full construction due by September 2015.	
2	Additional Sidewalks	Consider comprehensive citywide sidewalk improvements to remain ADA-compliant and to provide safe pedestrian access. This applies to locations that are not covered by item 1 above.	
3	Signal Back-up Battery	Install battery (or generator) back-up for all signals maintained by the City. This comes handy during emergency evacuation.	\$ 5,000.00
4	Count-down Type Pedestrian Signals / Audible Push Buttons	Consider upgrading all pedestrian signal heads and push buttons to countdown-type and accessible push button respectively for pedestrian safety.	\$ 2,500.00
5	Decorative Traffic Signals	Consider replacing existing signal systems with decorative (Nostalgia Series from Union Metal) poles for added value to the cityscape (similar to Sugar Land)	\$ 225,000.00
6	Tree Trimming	Consider tree trimming within public ROW at intersections where such trees restrict sight distance.	\$ 500.00
7	Intersection Lighting	Currently, intersection lighting is not part of the signal system. Consider at least two luminaires per location where adjacent street lights are far apart.	\$ 5,000.00
8	Pathways	Coordinate with COH on extending the Newcastle Pathway from Pin Oak to Westpark in the north, and Beechnut / Frankway Drive / North Braeswood in the south (per the COH GIMS map)	
9	Bikeways	City of Bellaire currently does not have a bikeway plan. According to the Mobility Chapter in the City's 2015 Comprehensive Plan, bike lane exists on South Rice between Maple and Elm. COH has plans to extend bikeway on S Rice between Elm and Gulton. Bikeway exists on Chimney Rock within the city limits in both directions. However, these bikeways are 7-foot wide. Consider reducing it to 5-foot wide to discourage on-street parking. Note: Main lane striping on Elm, Chimney (incl. bike lane) and S Rice was awarded to Batterson LLP on 11/3/14 with project completion in May 2015. Consider extending the bikeway on Chimney to Beechnut (in cooperation with COH). Bikeway exists on Renwick on both sides within the city limits and beyond. It is signed and striped, however, the lane width is substandard (about 4 feet) and the adjacent through lanes appear to be 10-foot wide. New COH guidelines call for 11-foot lanes, which may put this bike lane in jeopardy. All of the bikeways in the city are north-south. There is no east-west connectivity. Potential candidates are Fournace (which is an extension of Gulton) to West Loop, Bellaire from Renwick to Newcastle, and Beechnut (COH) from Renwick to Newcastle. However, installing bikeways on the east-west streets could be difficult due to ROW limitations.	
10	Bus Stops	Consider relocating bus stops to the departure side, so as not to block right-turning movement on the major street approaches.	\$ 500.00
11	Flashing Yellow Left Turn Signal	Consider installing flashing yellow left turn signal at intersections with left-turn bays. Increasingly all cities throughout the US are embracing these signals as a means to safely enhance intersection capacity and LOS.	\$ 1,000.00
12	Lane Use Striping	Consider lane use striping including stop bars, crosswalks and double yellow striping throughout the City where appropriate, especially in the vicinity of schools. Consider continental crosswalks at all school locations where appropriate.	
13	Crashes	Three years (2012 - 2014) of crash data for the entire City was obtained from H-GAC and analyzed. The findings are summarized in the report highlighting the hot spots etc.	

Short-term: Within 2 years
Mid-term: 2 to 5 years
Long-term: Over 5 years

Table A : City-wide Recommended Improvements (Roadway Improvements)

#	Roadway Segment	Pavement	Sidewalks	Pathways	Crosswalks	Lane Use Striping	Bike Lane	On-Street Parking	Additional Lanes
1	Fournace Pl (West Loop to S Rice)	See General Comment	See General Comment	Coordinate with COH on extending the Newcastle Pathway from Pin Oak to Westpark in the north and Beechnut / Avenue B / North Braeswood in the south (per the COH GIMS map)		Restripe	See General Comment		
2	Bellaire (West Loop S to Chimney Rock)					Restripe			
3	Jessamine (between Fifth and S Rice)							Restripe	
4	Evergreen (with City Limits)					Restripe		Restripe	
5	Newcastle (Palmetto to Bellaire)				Restripe				
6	Avenue B (Elm to Glenmont)				Restripe				
7	Avenue B (Braeburn to Teas)				Restripe				
8	Third (Jessamine to Bellaire)				Restripe	Restripe		Restripe	
9	S Rice					See 2015 2nd Quarter Report for Maintenance		See Figure for signing and striping recommendations. Mark and sign designated handicap stalls. Parking should be prohibited within 10 feet of either side of fire hydrants (or per local code), and at least 20 feet from the curb return of intersections (30 feet from an approach to a signalized intersection) unless curb extensions are provided.	See Figure for signing and striping recommendations.
10	Ferris (Maple to Jessamine)				Restripe	Restripe			
11	Chimney Rock (within City Limits)					See 2015 2nd Quarter Report for Maintenance			
Cost (Per Each)		n/a	n/a	n/a	\$ 2,500.00	n/a	n/a	n/a	n/a

Short-term: Within 2 years
Mid-term: 2 to 5 years
Long-term: Over 5 years

Table A : City-wide Recommended Improvements (Signalized Intersection Improvements)

#	Signalized Intersection	Optimize Signal Timing (once every two years)	Reconstruct Island and Signal	Replace Signal	New Signal	Install Back Plates	Install Overhead Street Name Signs	Install Intersection Safety Lighting	Install or Reconstruct Wheel Chair Ramps/Pads	Install ADA Compliant Accessible Pedestrian Push Buttons & Count-down type Pedestrian Signals	Install ADAAG Detectable Warning Surface	Install Stop Bars, Crosswalks & Intersection Lane Use Striping	Install Post-mounted Street Sign Assembly	Install overhead "DO NOT BLOCK INTERSECTION" signs
1	Bissonnet at Bellaire	Yes							Yes	See General Comment		Yes		
2	Bissonnet at Newcastle	Yes						Yes				Yes		
3	Bellaire at Newcastle	Yes												
4	Bellaire at Maplebridge	Yes												
5	Newcastle at Evergreen	Yes					Yes							
6	S Rice at Jessamine	Yes		Yes							Yes			Yes
7	S Rice at Pine (in tandem with Bellaire High Improvements)				Yes		Yes	Yes	Yes		Yes	Yes		Yes
8	S Rice at Evergreen	Yes						Yes	Yes	See Roadway	Yes	See Roadway		
9	S Rice at Bissonnet	Yes											Yes	
10	S Rice at Laurel	COH								COH	COH			
11	S Rice at Glenmont	COH								COH	COH			
12	S Rice at Fournace Pl	COH		COH		COH								
13	S Rice at Beechnut	COH												
14	West Loop SBD FR at Bellaire	TxDOT	NW Corner (subject to TxDOT's Bellaire Ramp Improvements)									TxDOT		
15	West Loop NBD FR at Bellaire	TxDOT									TxDOT	TxDOT		
16	West Loop SBD FR at Evergreen	TxDOT						TxDOT	TxDOT		TxDOT	TxDOT		
17	West Loop NBD FR at Evergreen	TxDOT						TxDOT	TxDOT		TxDOT	TxDOT		
18	West Loop NBD FR at Bissonnet	TxDOT									TxDOT	TxDOT		
19	West Loop SBD FR at Bissonnet	TxDOT									TxDOT	TxDOT		
20	West Loop NBD FR at Fournace Pl	TxDOT									TxDOT	TxDOT		
21	West Loop SBD FR at Fournace Pl	TxDOT									TxDOT	TxDOT		
Cost (Per Each)		\$ 2,000.00	n/a	\$ 225,000.00	\$ 225,000.00	\$ 2,000.00	\$ 500.00	\$ 5,000.00	\$ 10,000.00	\$ 2,500.00	\$ 2,000.00	\$ 5,000.00	\$ 500.00	\$ 500.00

Short-term: Within 2 years
Mid-term: 2 to 5 years
Long-term: Over 5 years

Table A : City-wide Recommended Improvements (Unsignalized Intersection Improvements)

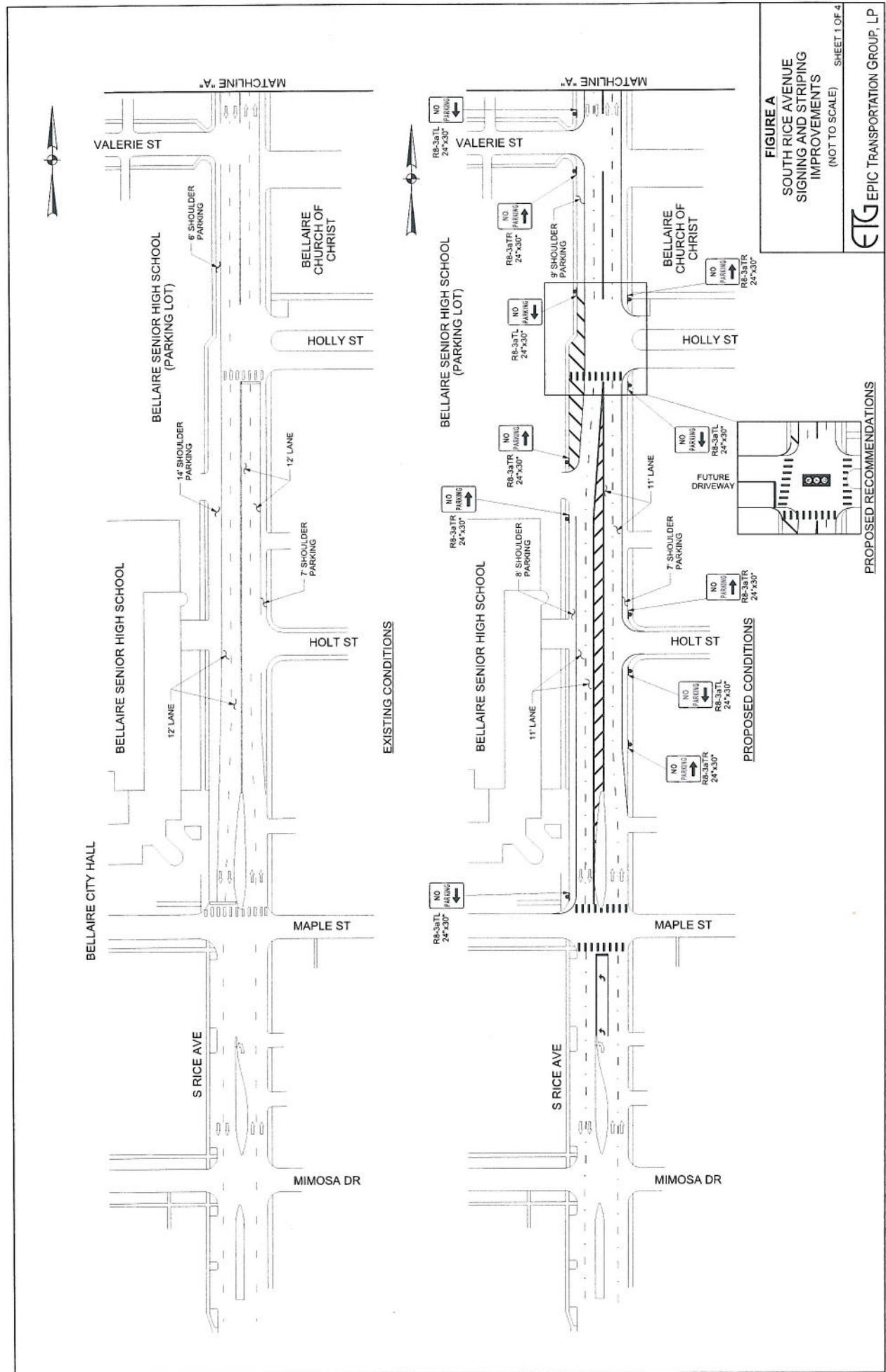
#	Unsignalized Intersection	Close Street at West Loop S SBD FR (Install Barricades and Street Closure Signs)	Remove all-way Stop Signs	Install Two-Way Stop Signs & Stop Bars	Install or Reconstruct Wheel Chair Ramps/Pads	Install ADAAG Detectable Warning Surface	Install New or Restripe Old Crosswalks
1	Linden at West Loop S SBD FR	Yes					
2	Laurel at West Loop S SBD FR	Yes					
3	Willow at West Loop S SBD FR	Yes					
4	Linden at Second		Yes	On Linden			South leg of Second
5	Laurel at Second		Yes	On Laurel			South leg of Second
6	Maple at Ferris						Continental Crosswalks on all legs
7	S Rice at Maple				Yes	Yes	See Roadway Segments
8	Avenue B at Elm						South leg of Avenue B
9	Braeburn at Avenue B						West leg of Braeburn
10	Glemont at Newcastle				Yes		
Cost (Per Each)		\$	\$	\$	\$	\$	\$
				200.00	10,000.00	2,000.00	500.00

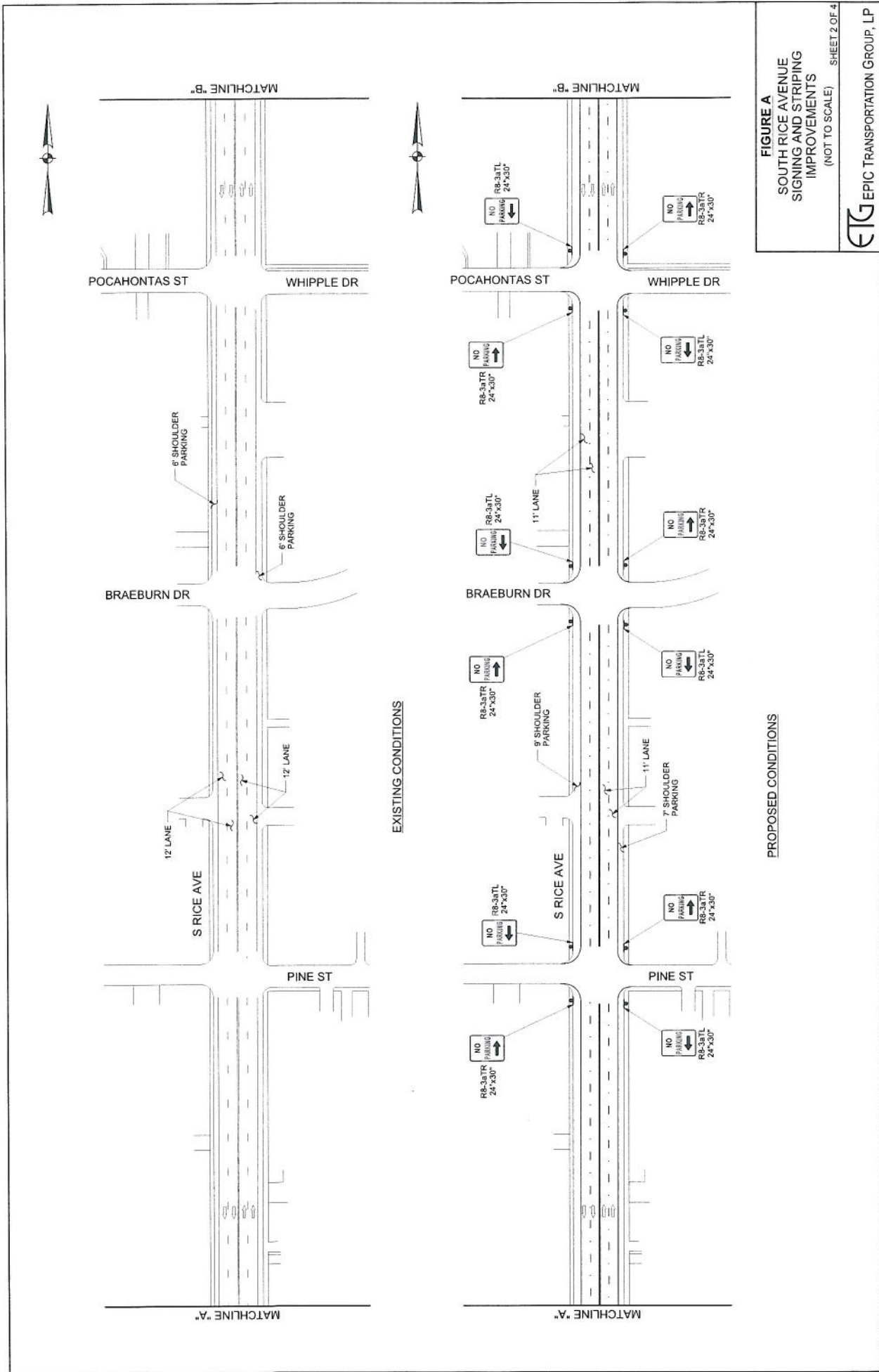
Short-term: Within 2 years
 Mid-term: 2 to 5 years
 Long-term: Over 5 years

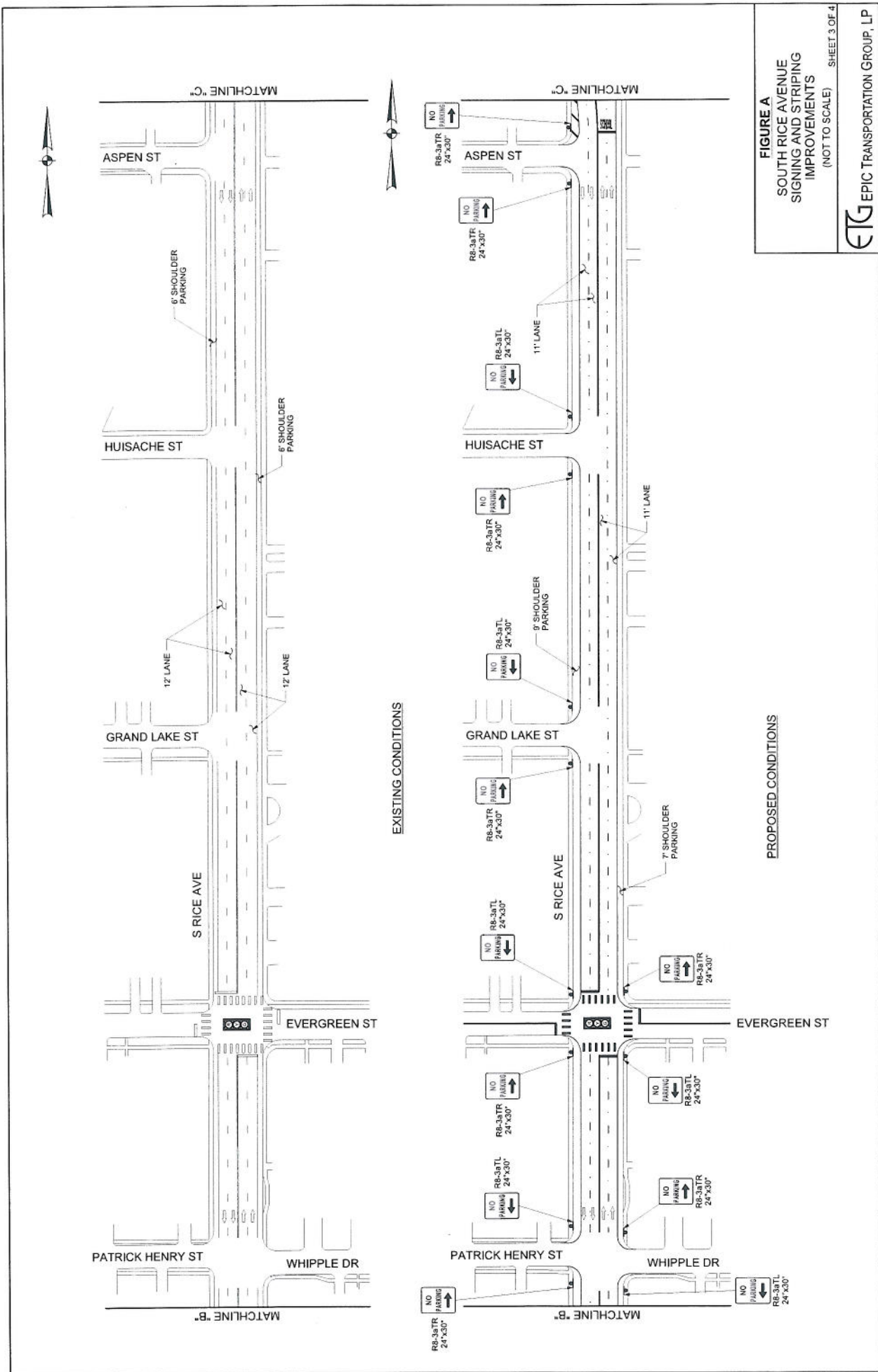
Table A : City-wide Recommended Improvements (School Zone Improvements)

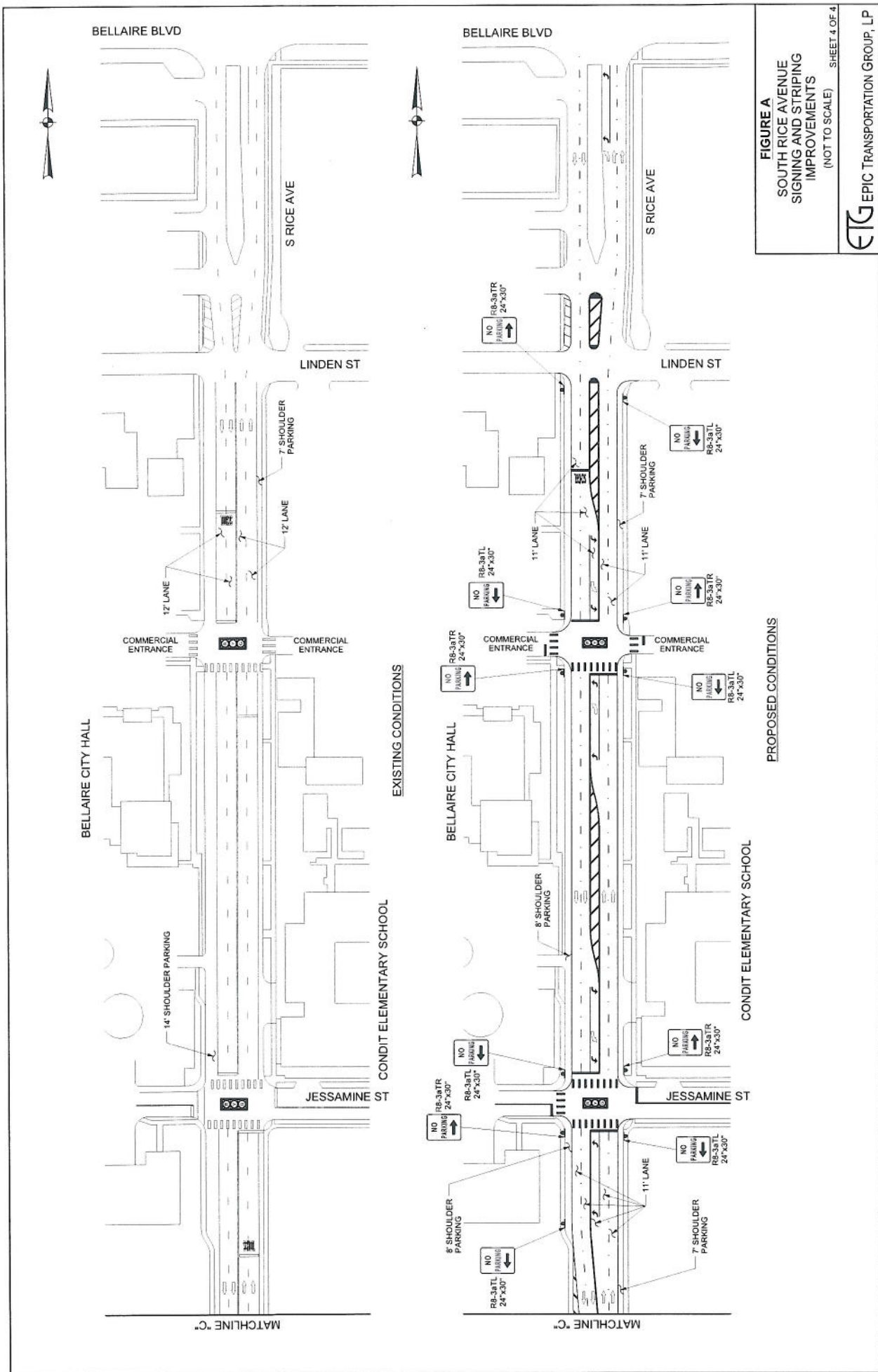
#	School	Intersection/Roadway	Install/Replace Small Sign Assembly	Parking Restriction	Restripe Crosswalk	Add Lanes	Install Wheel Chair Ramps/Pads	Install ADAAG Detectable Warning Surface	Install or Reconstruct Sidewalks
1	Condit Elementary School	Linden at Third	Sign that prohibits left-turn movements during both drop-off and pick-up						
2		Laurel at Third	Sign that prohibits left-turn movements during both drop-off and pick-up						
3		Third	Install Stop Sign on SBD Third at Laurel and at Willow						
4		Willow at Third	Sign that prohibits right-turn movements during both drop-off and pick-up						
5		Jessamine at Third	Sign that prohibits right-turn movements during both drop-off and pick-up						
6	Bellaire High School	S Rice at Pine		On SBD S Rice in front of Bellaire High		Add NBD left-turn bay on S Rice			COH - Extend Crosswalk on the north side of Glemont (near HCC) up to West Loop NBD FR
7	Pin Oak Middle School	Glemont			COH		COH	COH	
		Cost (Per Each)	\$	\$	200.00	n/a			

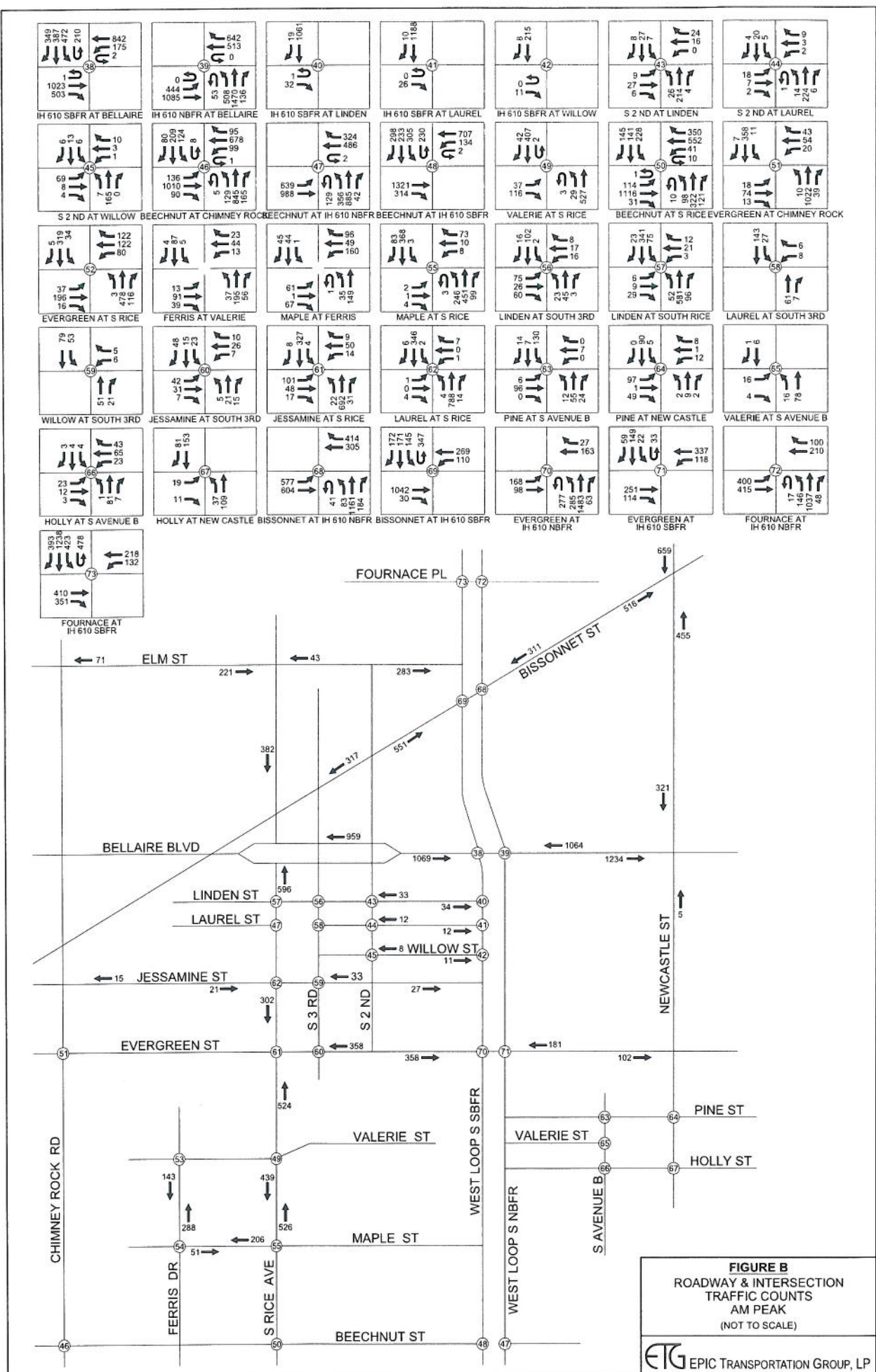
Short-term: Within 2 years
Mid-term: 2 to 5 years
Long-term: Over 5 years

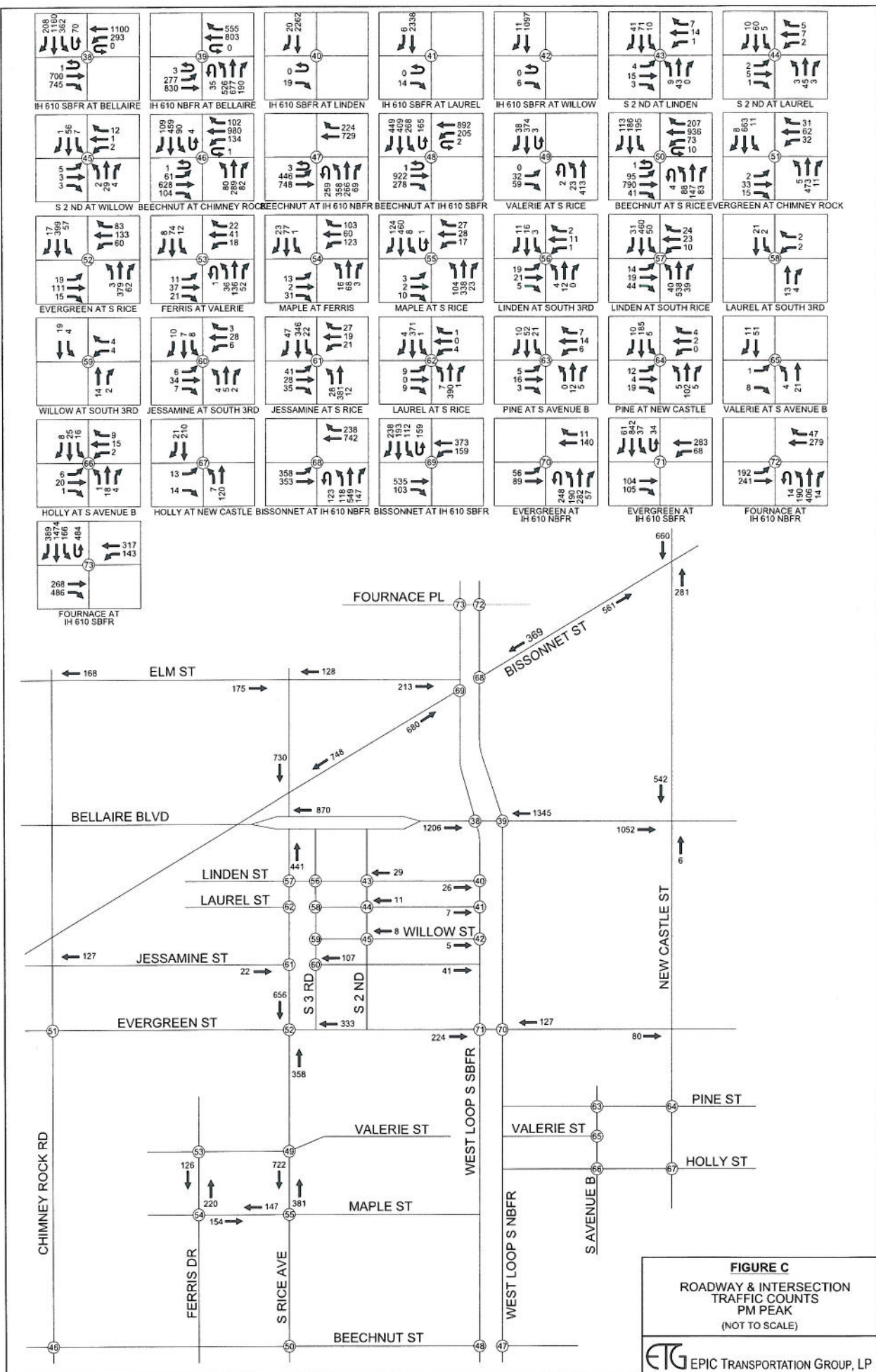


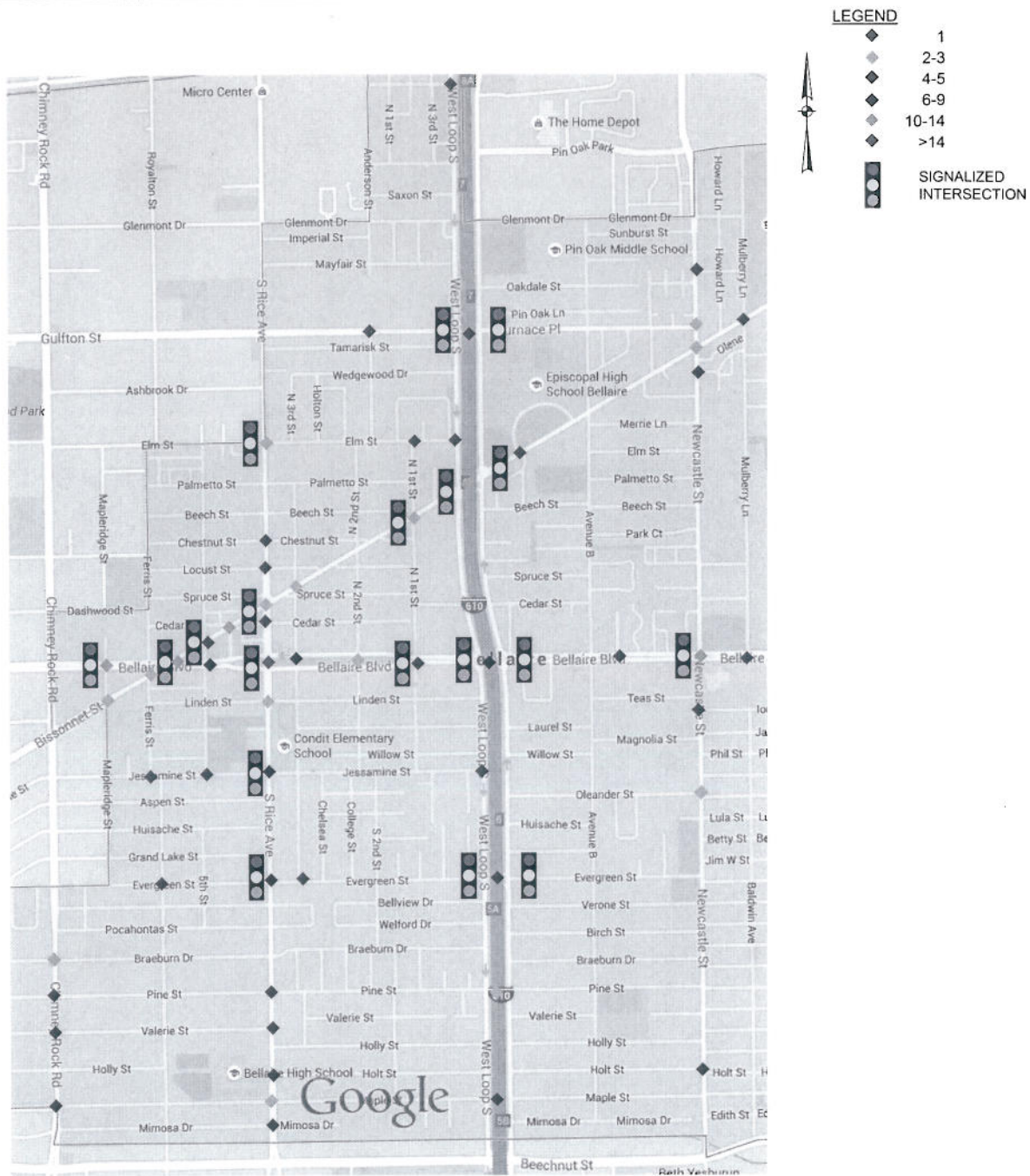












Major Street	Cross Street	Crashes	Signal	Major Street	Cross Street	Crashes	Signal
Bissonnet	Cedar	10	No	Chimney Rock	Valerie	1	No
Bellaire	S 3rd	6	No	Chimney Rock	Pine	1	No
Bellaire	S 5th	6	No	Elm	1st	1	No
Bissonnet	Mulberry	4	No	Evergreen	S 3rd	1	No
S Rice	Cedar	4	No	Fournace Pl	Anderson	1	No
Bellaire	N 2nd	3	No	Jessamine	5th	1	No
Bissonnet	Ferris	3	No	Jessamine	Ferris	1	No
Bissonnet	N 3rd	3	No	Newcastle	Holt	1	No
Chimney Rock	Braeburn	3	No	Newcastle	Nancy	1	No
Newcastle	Fournace Pl	3	No	Newcastle	Basswood	1	No
S Rice	Linden	3	No	Newcastle	Ione	1	No
West Loop S	Holly	3	No	S Rice	Chestnut	1	No
Bissonnet	Maple	2	No	S Rice	Holt	1	No
Newcastle	Oleander	2	No	S Rice	Locust	1	No
S Rice	Maple	2	No	S Rice	Mimosa	1	No
S Rice	Spruce	2	No	S Rice	Valerie	1	No
West Loop S	Pine	2	No	S Rice	Elm	1	No
Bellaire	Mulberry	1	No	West Loop S	Elm	1	No
Bellaire	Mulberry	1	No	West Loop S	Jessamine	1	No
Bissonnet	Wilmington	1	No	West Loop S	Maple	1	No
Chimney Rock	Maple	1	No	West Loop S	Terminal	1	No

Major Street	Cross Street	Crashes	Signal
Bellaire	S Rice	40	Yes
Bellaire	Maple	14	Yes
Bellaire	Bissonnet	12	Yes
Bellaire	Newcastle	12	Yes
Bellaire	West Loop S	9	Yes
S Rice	Jessamine	7	Yes
S Rice	Evergreen	6	Yes
West Loop S	Fournace	5	Yes
Bissonnet	S Rice	3	Yes
S Rice	Elm	3	Yes
West Loop S	Bissonnet	3	Yes
Bissonnet	N 1st	2	Yes
Bissonnet	Newcastle	2	Yes
Bellaire	N 1st	1	Yes
Bissonnet	N 5th	1	Yes
West Loop S	Evergreen	1	Yes

Table B. Accident Type, Possible Cause and Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Fixed Object (1, 3, 5, 7, 8, 9, 21, 29, 31, 32, 36, 38, 42, 49)	<ul style="list-style-type: none"> Obstruction in or too close to roadway 	<ul style="list-style-type: none"> Field observation to locate obstructions 	<ul style="list-style-type: none"> Delineation / reflectorize safety hardware Remove/relocate obstacles Install breakaway features to light poles, sign Protect objects with guardrail Install crash cushions
	<ul style="list-style-type: none"> Inadequate lighting 	<ul style="list-style-type: none"> Check illumination 	<ul style="list-style-type: none"> Improve roadway lighting
	<ul style="list-style-type: none"> Inadequate pavement markings 	<ul style="list-style-type: none"> Review pavement markings 	<ul style="list-style-type: none"> Install reflectorized pavement lines/raised markers
	<ul style="list-style-type: none"> Inadequate signs, delineators and guardrails 	<ul style="list-style-type: none"> Review signs, delineators and guardrails 	<ul style="list-style-type: none"> Install reflectorized paint and/or reflectors on the fixed object Add special signing Upgrade barrier system
	<ul style="list-style-type: none"> Inadequate road design 	<ul style="list-style-type: none"> Check roadside shoulders and maintenance Check Superelevation Perform ball-bank study 	<ul style="list-style-type: none"> Install warning signs/delineators Improve alignment/upgrade Proved proper Superelevation Provide wider lanes
	<ul style="list-style-type: none"> Slipper surface 	<ul style="list-style-type: none"> Check skid resistance Check for adequate drainage Perform spot speed study 	<ul style="list-style-type: none"> Reduce speed limit if justified by spot speed study Provide adequate drainage Improve skid resistance
Right-Angle Collisions at Unsignalized Intersections (3, 5, 21, 38, 42, 46, 47)	<ul style="list-style-type: none"> Restricted sight distance 	<ul style="list-style-type: none"> Field observation for sight obstructions Check roadway illumination Perform spot speed study 	<ul style="list-style-type: none"> Install warning signs (see TMUTCD) Install stop signs (see TMUTCD) Install yield signs (see TMUTCD) Restrict parking near corners Reduce speed limit if justified by spot speed study Remove sight obstructions Install signals (see TMUTCD) Install/improve street lighting Channelize intersections
	<ul style="list-style-type: none"> Large total intersection volume 	<ul style="list-style-type: none"> Volume count on all approaches 	<ul style="list-style-type: none"> Install signals (see TMUTCD)
	<ul style="list-style-type: none"> High approach speed 	<ul style="list-style-type: none"> Perform spot speed study 	<ul style="list-style-type: none"> Reduce speed limit on approaches if justified by spot speed study Install rumble strips
Right-Angle Collisions at Signalized Intersections (3, 5, 9, 21, 38, 42, 46, 47)	<ul style="list-style-type: none"> Poor visibility of signals 	<ul style="list-style-type: none"> Review existing signals and placement Field observation for sight obstructions Perform spot speed study 	<ul style="list-style-type: none"> Install advanced warning devices (see TMUTCD) Install visors Install back plates Reduce speed limit on approaches if justified by spot speed study Remove sight obstructions Add additional signal heads Install 12-in. signal lenses (see TMUTCD) Improve location of signal heads Install overhead signals
	<ul style="list-style-type: none"> Inadequate signal timing 	<ul style="list-style-type: none"> Volume count on all approaches Review signal timing 	<ul style="list-style-type: none"> Adjust amber phase Provide all-red clearance phases Add multi-dial controller Install signal actuation Retime signals Provide progression through a set of signalized intersections

Table B. Accident Type, Possible Cause and Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Rear-End Collisions at Unsignalized Intersections (3, 5, 9, 13, 21, 42, 46, 47)	• Pedestrian crossing	• Review pedestrian signing and crosswalk marking	• Install/improve signing or marking of pedestrian crosswalks
	• Driver not aware of intersection	• Review signing	• Install/improve warning signs
	• Slippery surface	• Check skid resistance • Check for adequate drainage • Perform spot speed study	• Provide 'SLIPPERY WHEN WET' signs • Reduce speed limit on approaches if justified by spot speed study • Provide adequate drainage • Groove pavement • Overlay pavement
	• Large numbers of turning vehicles	• Perform turning count • Perform volume count for through traffic	• Prohibit turns • Increase curb radii • Create left- or right-turn lanes
Night-Time (21, 37, 44)	• Poor visibility or lighting	• Check roadway illumination	• Install advance warning signs (see TMUTCD) • Remove sight obstructions • Install train actuated signals (see TMUTCD) • Install gates (see TMUTCD) • Reduce grades
	• Poor visibility or lighting	• Check roadway illumination	• Install/improve warning signs • Install/improve delineation/markings • Install/improve street lighting
	• Poor sign quality	• Review signing	• Upgrade signing • Provide illuminated reflectorized signs
	• Inadequate channelization or delineation	• Review channelization/delineation	• Install pavement markings • Improve channelization/delineation
Wet Pavement(1, 33, 37, 44)	• Slippery pavement	• Check skid resistance	• Provide 'SLIPPERY WHEN WET' signs • Reduce speed limit if justified by spot speed study • Provide adequate drainage • Groove existing pavement • Overlay existing pavement
	• Inadequate pavement markings	• Review pavement markings	• Install raised/reflectorized pavement markings
Collisions at driveways (9, 13, 14, 31, 42, 46, 47)	• Left-turning vehicles	• Perform turning count	• Install median divider • Install two-way left-turn lanes
	• Improperly located driveway	• Review driveway placement	• Regulate minimum spacing of driveways • Regulate minimum corner clearance • Move driveway to side street • Install curbing to define driveway location • Consolidate adjacent driveways
	• Right-turning vehicles	• Perform turning counts • Review parking • Check driveway and lane width • Check curb radii	• Restrict parking near driveways • Increase the width of the driveway • Increase curb radii • Provide right-turn lanes • Widen through lanes
	• Large volume of through traffic	• Perform volume count for through traffic	• Move driveway to side street • Construct a local service road • Reroute through traffic
	• Large volume of driveway traffic	• Perform volume count for driveway traffic • Perform gap study	• Signalize driveway • Provide acceleration and deceleration lanes • Channelize driveway
	• Restricted sight distance	• Field observation for sight obstructions • Review parking • Check roadway illumination • Perform spot speed study	• Restrict parking near driveway • Reduce speed limit if justified by spot speed study • Install/improve street lighting • Remove sight obstructions

Table B. Accident Type, Possible Cause and Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Collisions with parked cars or cars being parked (11, 12)	• Inadequate road design	• Check lane width • Review angle parking	• Change from angle to parallel parking • Prohibit parking • Widen lanes/shoulders
	• Large parking turnovers	• Perform parking turnover study	• Prohibit parking • Change from angle to parallel parking • Reduce speed limit if justified by spot speed study • Create one-way streets • Create off-street parking
	• Improper pavement markings	• Review pavement markings	• Correct pavement markings
	• Illegal parking	• Law observance study	• Enforcement
Sideswipe or head-on (1, 3, 5, 9, 21, 32, 36, 38, 42, 44, 46, 47)	• Inadequate road design and/or maintenance	• Review lane width • Check alignment • Perform no passing study • Check road surface for proper maintenance	• Perform necessary road surface repairs • Sign and mark unsafe passing areas • Provide roadside delineators • Improve alignment/grade • Provide wider lanes • Provide passing lanes
	• Inadequate shoulders	• Review road shoulders	• Improve shoulders
	• Excessive vehicle speed	• Perform spot speed study	• Reduce speed limit if justified by spot speed study • Install median devices
	• Inadequate pavement markings	• Review pavement markings	• Install/improve centerlines, lane lines and edgelines • Install reflectorized markers
	• Inadequate channelization	• Review channelization	• Install/improve channelization • Install acceleration and deceleration lanes • Provide turning bays
	• Inadequate signing	• Review signing and placement	• Provide advance directions and warning signs • Add illuminated name signs
Run-off-road (1, 7, 8, 9, 21, 29, 32, 33, 35)	• Slippery pavement / ponded water	• Check skid resistance • Check for adequate drainage • Perform spot speed study	• Reduce speed limit if justified by spot speed study • Provide "SLIPPERY WHEN WET" signs • Provide adequate drainage • Groove existing pavement • Overlay existing pavement • Install/improve traffic barriers
	• Roadway design inadequate for traffic conditions	• Check roadside shoulders and road maintenance • Check Superelevation • Perform ball-bank study	• Close curb lane • Flatten slopes/ditches • Relocate islands • Improve alignment/grade • Provide proper Superelevation • Provide escape ramp • Widen lanes/shoulders
	• Poor delineation	• Review pavement markings • Review signs and placement	• Install roadside delineators • Install advance warning signs • Improve/install pavement markings
	• Poor visibility	• Check roadway illumination	• Increase sign size • Improve roadway lighting
	• Improper channelization	• Review channelization	• Improve channelization

Table B. Accident Type, Possible Cause and Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Pedestrian / bicycle (48)	<ul style="list-style-type: none"> Limited sight distance 	<ul style="list-style-type: none"> Check sight distance 	<ul style="list-style-type: none"> Remove sight obstructions Install/improve pedestrian crossing signs and markings Reroute pedestrian paths
	<ul style="list-style-type: none"> Inadequate protection 	<ul style="list-style-type: none"> Check existing protection 	<ul style="list-style-type: none"> Add pedestrian refuge islands
	<ul style="list-style-type: none"> Inadequate signals / signs 	<ul style="list-style-type: none"> Review signal/signs 	<ul style="list-style-type: none"> Install/upgrade signals/signs
	<ul style="list-style-type: none"> Inadequate signal phasing 	<ul style="list-style-type: none"> Review signal phasing 	<ul style="list-style-type: none"> Change timing of pedestrian phase Add pedestrian 'WALK' phase
	<ul style="list-style-type: none"> Inadequate pavement markings 	<ul style="list-style-type: none"> Review pavement markings 	<ul style="list-style-type: none"> Supplement markings with signing Upgrade pavement markings
	<ul style="list-style-type: none"> Inadequate lighting 	<ul style="list-style-type: none"> Check roadway illumination 	<ul style="list-style-type: none"> Improve lighting
	<ul style="list-style-type: none"> Driver has inadequate warning of frequent mid- block crossings 	<ul style="list-style-type: none"> Review existing parking Perform spot speed study 	<ul style="list-style-type: none"> Prohibit parking Install warning signs Reduce speed limit if justified by spot speed study Install pedestrian barriers
	<ul style="list-style-type: none"> Lack of crossing opportunity 	<ul style="list-style-type: none"> Perform gap study 	<ul style="list-style-type: none"> Install traffic/pedestrian signals Install pedestrian crosswalk and signs
	<ul style="list-style-type: none"> Excessive vehicle speed 	<ul style="list-style-type: none"> Perform spot speed study 	<ul style="list-style-type: none"> Reduce speed limits Install proper warning signs
	<ul style="list-style-type: none"> Pedestrians/bicycles on roadway 	<ul style="list-style-type: none"> Review existence of sidewalks 	<ul style="list-style-type: none"> Eliminate roadside obstruction Install curb signs Install sidewalks Install bike lanes/paths
	<ul style="list-style-type: none"> Long distance to nearest crosswalk 	<ul style="list-style-type: none"> Check distance and travel time to nearest crosswalk 	<ul style="list-style-type: none"> Install pedestrian crosswalk Install pedestrian actuated signals
	<ul style="list-style-type: none"> Sidewalk too close to traveled way 	<ul style="list-style-type: none"> Review existing sidewalks 	<ul style="list-style-type: none"> Move sidewalk laterally away from roadway
	<ul style="list-style-type: none"> School crossing area 	<ul style="list-style-type: none"> Check pedestrian crossing time and available gaps Check school's safe route to and from school program Check school's crossing guard program Check school's student awareness program 	<ul style="list-style-type: none"> Establish safe route and awareness program Use school crossing guards Install crosswalks and traffic signals

CITY OF BELLAIRE TRAFFIC ENGINEERING STUDY YEAR 2015

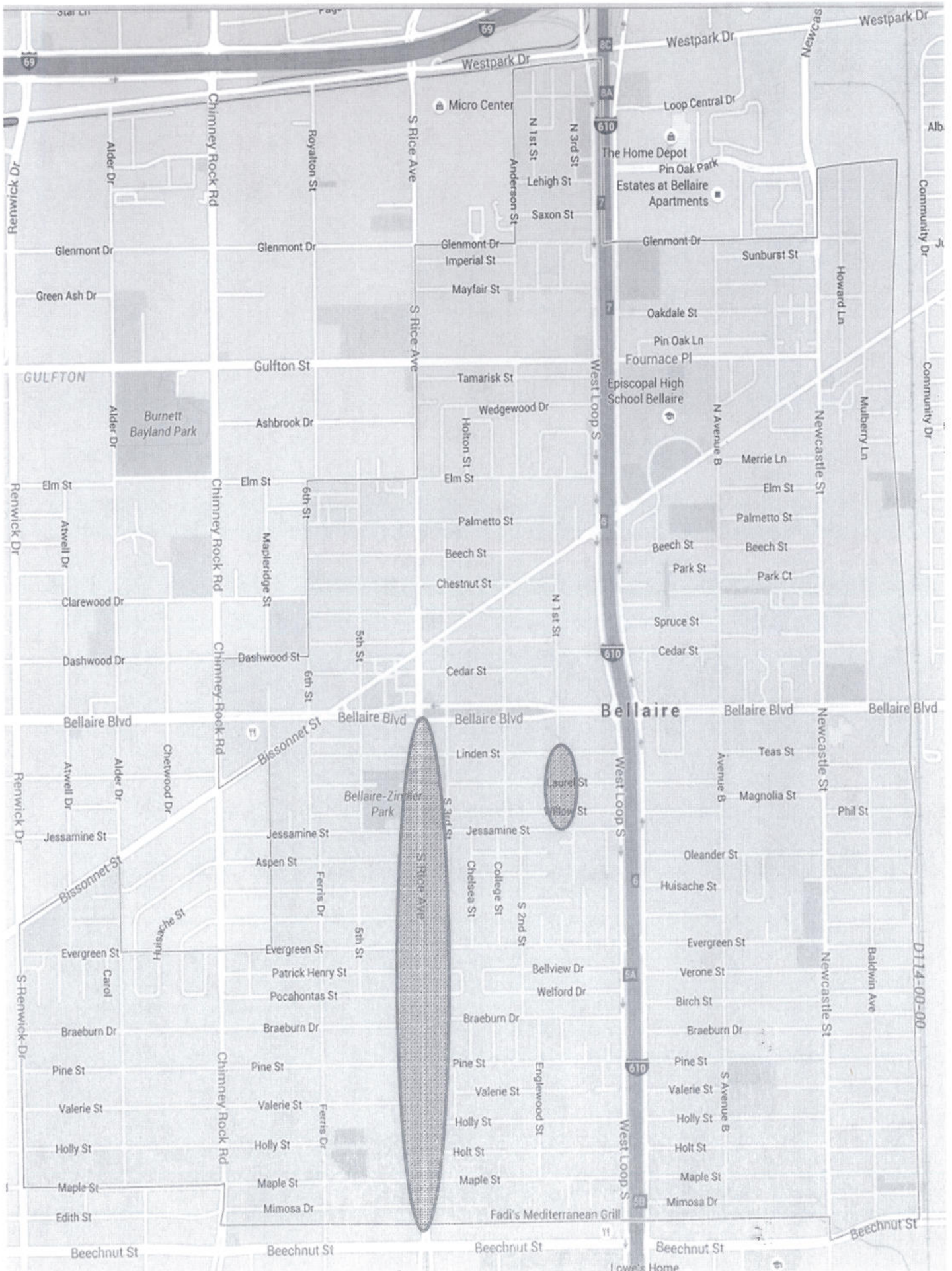
EPIC TRANSPORTATION GROUP, LP



The following were reviewed and/or analyzed in this study:

- **Street Network**
- **Safety**
- **Signalized Intersections**
- **Unsignalized Intersections**
- **On-street Parking**
- **Pedestrian/Bike Facilities**
- **Others**





STREET NETWORK

Widening: By 2035 Bellaire Boulevard could deteriorate to LOS E and may require capacity improvements.

Facility	Number of Lanes	Existing ADT	Projected ADT	Peak Hour Volume	Volume Per Hour Per Lane	Roadway LOS
		2015		2035		
Elm: Chimney Rock to S. Rice	2	3,787	5,330	533	267	B
Elm: S. Rice to West Loop S 610	2	3,268	4,600	460	230	B
Bissonnet: S. Rice to West Loop S. 610	4	16,499	23,222	2,322	581	D
Bissonnet: West Loop S. 610 to New Castle	4	11,487	16,167	1,617	404	C
Bellaire: S. Rice to West Loop S. 610	6	31,021	43,661	4,366	728	E
Bellaire: West Loop S. 610 to New Castle	6	32,019	45,065	4,507	751	E
Jessamine: Chimney Rock to S. Rice	2	1,603	2,256	226	113	A
Jessamine: S. Rice to West Loop S. 610	2	1,134	1,596	160	80	A
Evergreen: S. Rice to West Loop S. 610	2	5,862	8,250	825	413	C
Evergreen: West Loop S. 610 to New Castle	2	2,093	2,946	295	147	A
S. Rice: South City Limit to Evergreen	2	4,952	6,970	697	348	B
S. Rice: Evergreen to Bellaire	4	11,455	16,122	1,612	403	C
S. Rice: Bissonnet to North City Limit	2	6,562	9,236	924	462	C
New Castle: South City Limit to Bellaire	2	66	93	9	5	A
New Castle: Bellaire to Bissonnet	2	7,424	10,449	1,045	522	D
New Castle: Bissonnet to North City Limit	2	5,710	8,037	804	402	C



STREET NETWORK

Connectivity: Street connectivity within Bellaire and to surrounding City of Houston streets is adequate.

Closure: Specifically closing Linden, Laurel, Willow at West Loop 610 Southbound Frontage Road.

- Street closure can be accomplished without excessive delay or inconvenience to residents on the 4700 block of Linden, Laurel and Willow.
- Cut-through traffic is about half the traffic turning in/out of Linden; and less than half turning in/out of Laurel and Willow.

Roadway Signing & Striping: See **Table A** for a summary of recommended improvements related to signing & striping. See **Figure A** for recommended improvements along South Rice.



TABLE A

#	Roadway Segment	Crosswalks	Lane Use Striping	On-Street Parking	Additional Lanes
1	Fournace Pl (West Loop to S Rice)		Restripe		
2	Bellaire (West Loop S to Chimney Rock)		Restripe		
3	Jessamine (between Fifth and S Rice)			Restripe	
4	Evergreen (with City Limits)		Restripe	Restripe	
5	Newcastle (Palmetto to Bellaire)	Restripe			
6	Avenue B (Elm to Glemont)	Restripe			
7	Avenue B (Braeburn to Teas)	Restripe			
8	Third (Jessamine to Bellaire)	Restripe	Restripe	Restripe	
9	S Rice		See 2015 2nd Quarter Report for Maintenance	See Figure for signing and striping recommendations. Mark and sign designated handicap stalls. Parking should be prohibited within 10 feet of either side of fire hydrants (or per local code), and at least 20 feet from the curb return of intersections (30 feet from an approach to a signalized intersection) unless curb extensions are provided.	See Figure for signing and striping recommendations.
10	Ferris (Maple to Jessamine)	Restripe	Restripe		
11	Chimney Rock (within City Limits)		See 2015 2nd Quarter Report for Maintenance		

Short-term: Within 2 years
 Mid-term: 2 to 5 years
 Long-term: Over 5 years



TABLE A

#	Signalized Intersection	Install Overhead Street Name Signs	Install Stop Bars, Crosswalks & Intersection Lane Use Striping	Install Post- mounted Street Sign Assembly	Install overhead "DO NOT BLOCK INTERSECTION" signs
1	Bissonnet at Bellaire		Yes		
2	Bissonnet at Newcastle		Yes		
3	Bellaire at Newcastle				
4	Bellaire at Maplebridge				
5	Newcastle at Evergreen	Yes			Yes
6	S Rice at Jessamine				Yes
7	S Rice at Pine (in tandem with Bellaire High Improvements)	Yes	Yes		Yes
8	S Rice at Evergreen		See Roadway		
9	S Rice at Bissonnet		See Roadway		
10	S Rice at Laurel			Yes	
11	S Rice at Glenmont				
12	S Rice at Fournace Pl		COH		
13	S Rice at Beechnut				
14	West Loop SBD FR at Bellaire		TxDOT		
15	West Loop NBD FR at Bellaire		TxDOT		
16	West Loop SBD FR at Evergreen		TxDOT		
17	West Loop NBD FR at Evergreen		TxDOT		
18	West Loop NBD FR at Bissonnet		TxDOT		
19	West Loop SBD FR at Bissonnet		TxDOT		
20	West Loop NBD FR at Fournace Pl		TxDOT		
21	West Loop SBD FR at Fournace Pl		TxDOT		

Short-term: Within 2 years

Mid-term: 2 to 5 years

Long-term: Over 5 years



TABLE A

#	Unsignalized Intersection	Remove all-way Stop Signs	Install Two-Way Stop Signs & Stop Bars	Install New or Restripe Old Crosswalks
1	Linden at Second	Yes	On Linden	South leg of Second
2	Laurel at Second	Yes	On Laurel	South leg of Second
3	Maple at Ferris			Continental Crosswalks on all legs
4	S Rice at Maple			See Roadway Segments
5	Avenue B at Elm			South leg of Avenue B
6	Braeburn at Avenue B			West leg of Braeburn


Short-term: Within 2 years

Mid-term: 2 to 5 years

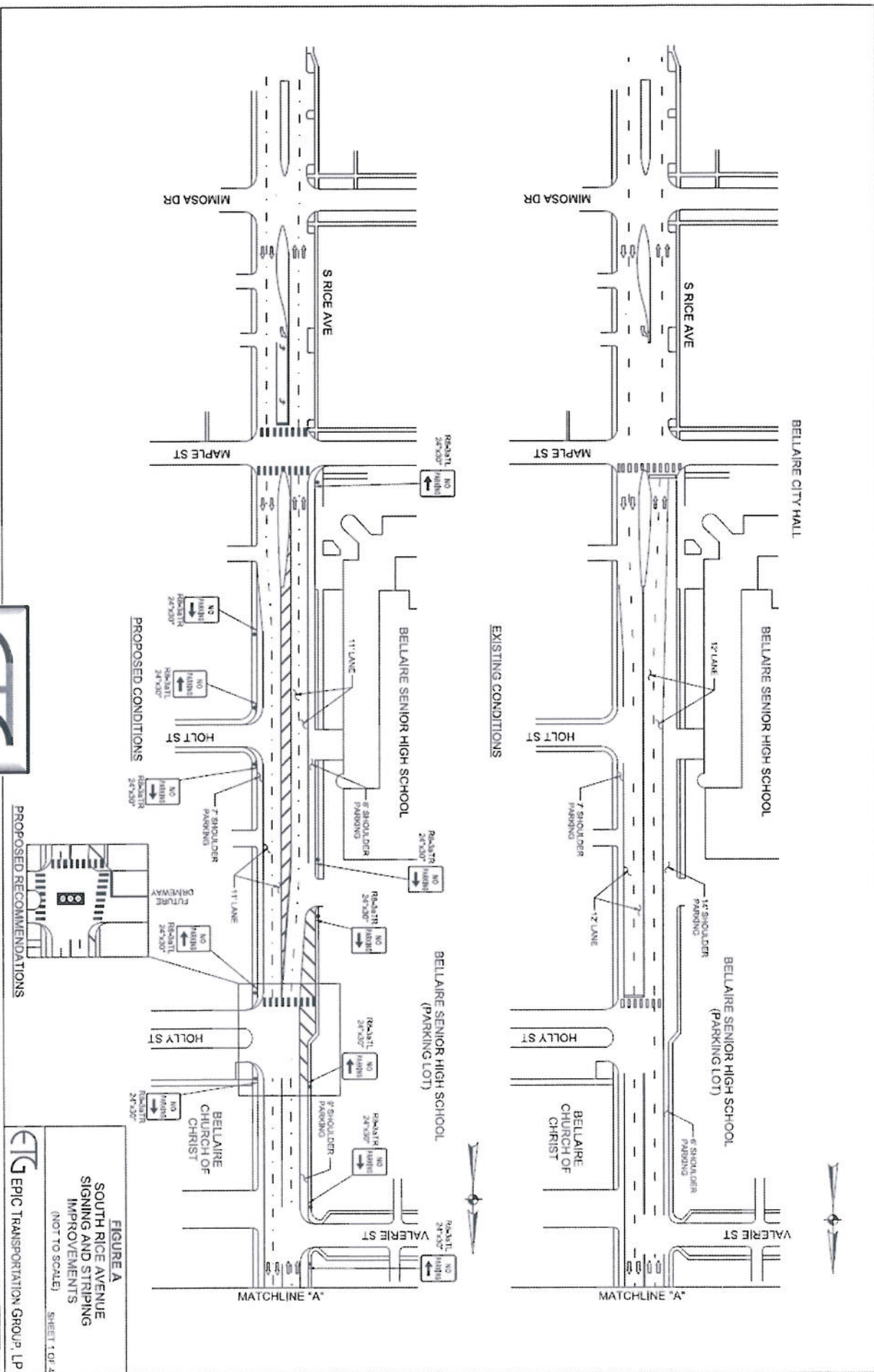
Long-term: Over 5 years



TABLE A

#	School	Intersection/Roadway	Install/Replace Small Sign Assembly	Parking Restriction
1	Condit Elementary School	Linden at Third	Sign that prohibits left- turn movements during both drop-off and pick-up	
2		Laurel at Third	Sign that prohibits left- turn movements during both drop-off and pick-up	
3		Third	Install Stop Sign on SBD Third at Laurel and at Willow	
4		Willow at Third	Sign that prohibits right-turn movements during both drop-off and pick-up	
5	Bellaire High School	Jessamine at Third	Sign that prohibits right-turn movements during both drop-off and pick-up	
6		S Rice at Pine		On SBD S Rice in front of Bellaire High
Short-term: Within 2 years				
Mid-term: 2 to 5 years				
Long-term: Over 5 years				
				





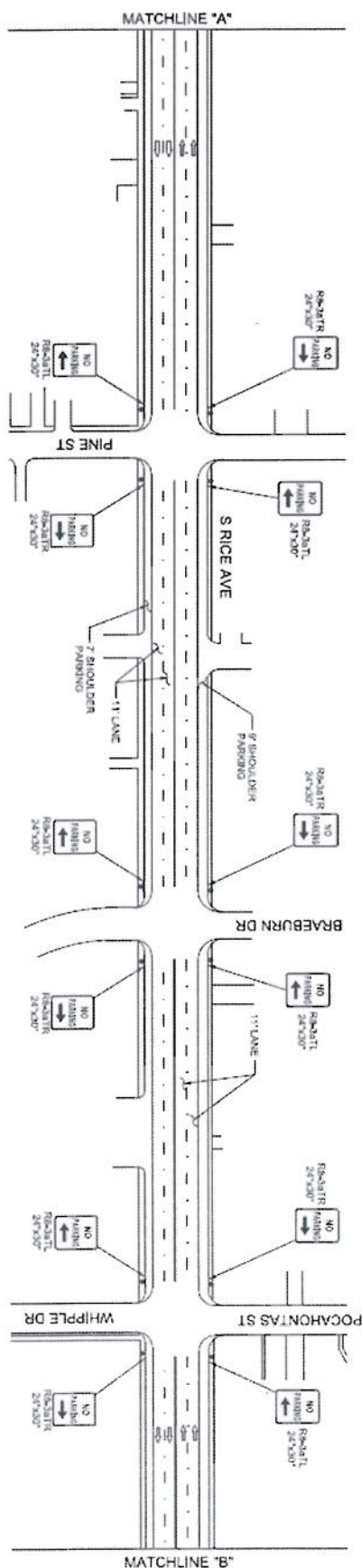
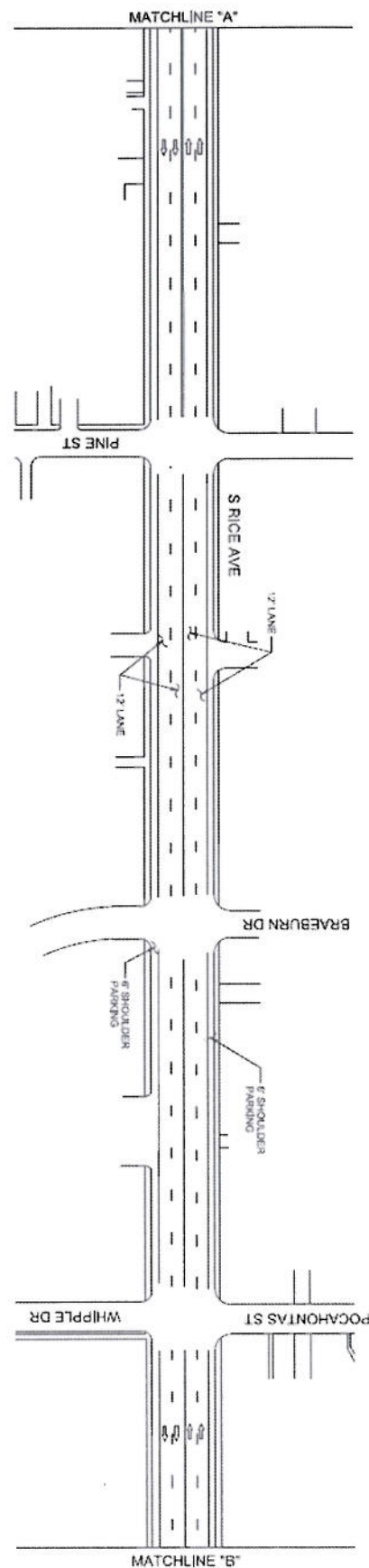
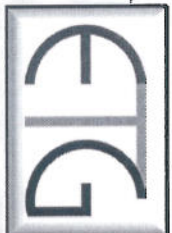
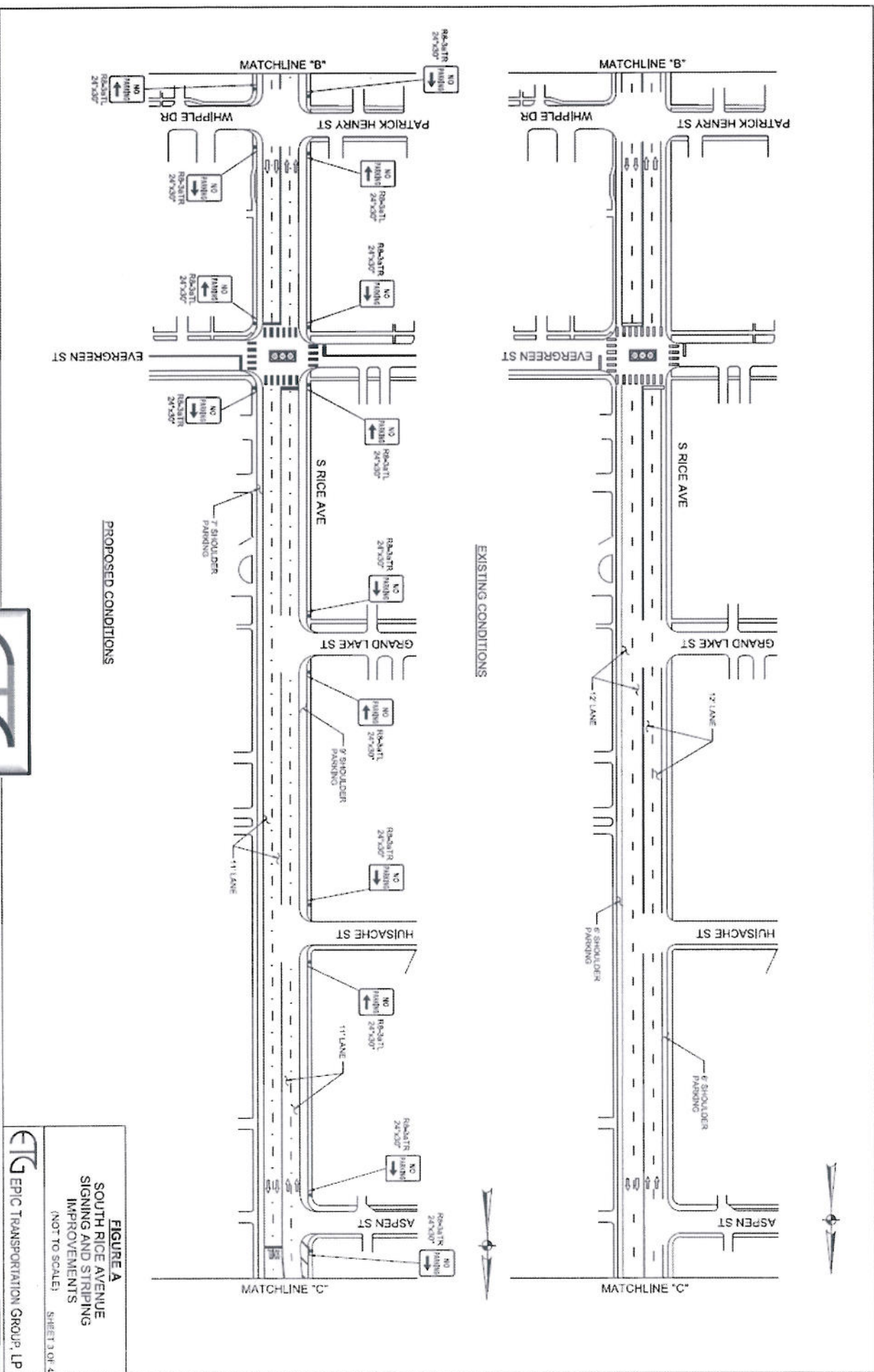
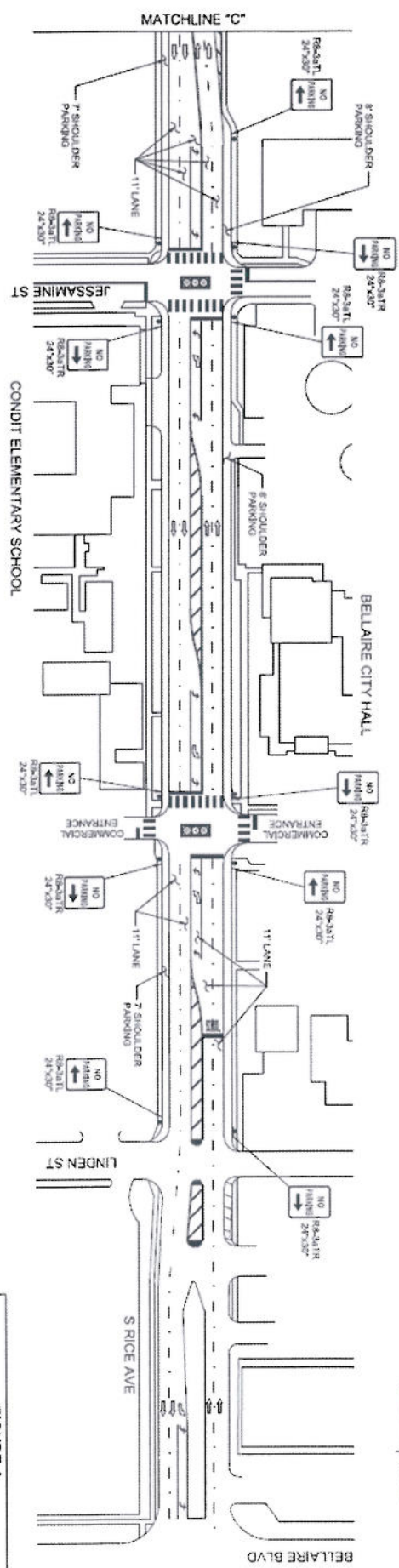


FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)

ETG EPIC TRANSPORTATION GROUP, LP







ETG
EPIC TRANSPORTATION GROUP, LP



SIGNALIZED INTERSECTIONS

- **Signal Timing:** Recommend retiming the signals once every two-years to make sure the timings are in sync with changes in traffic patterns and volumes.
- **Signal Hardware:** Recommend hardware improvements at certain locations. See **Table B**.
- **Intersection Lane Use:** Based only on a cursory review of AM and PM intersection counts, most intersection lane uses are adequate for current conditions.
- See **Figure B** and **Figure C** for current AM and PM peak roadway and intersection traffic counts.



TABLE B

#	Signalized Intersection	Optimize Signal Timing (once every two years)	Reconstruct Island and Signal	Replace Signal	New Signal	Install Back Plates	Install Intersection Lighting	Install or Reconstruct Wheel Chair Ramps/Pads	Install ADA Compliant Accessible Pedestrian Push Buttons & Count-down type Pedestrian Signals	Install ADAAG Detectable Warning Surface
1	Bissonnet at Bellaire	Yes						Yes	See General Comment	
2	Bissonnet at Newcastle	Yes				Yes				
3	Bellaire at Newcastle	Yes								
4	Bellaire at Maplebridge	Yes								
5	Newcastle at Evergreen	Yes								
6	S Rice at Jessamine	Yes		Yes						Yes
7	S Rice at Pine (in tandem with Bellaire High Improvements)				Yes		Yes	Yes		Yes
8	S Rice at Evergreen	Yes				Yes		Yes		Yes
9	S Rice at Bissonnet	Yes								
10	S Rice at Laurel	Yes								
11	S Rice at Glenmont	COH							COH	COH
12	S Rice at Fournace Pl	COH		COH			COH	COH	COH	COH
13	S Rice at Beechnut	COH								
14	West Loop SBD FR at Bellaire	TxDOT	NW Corner (subject to TxDOT's Bellaire Ramp Improvements)							
15	West Loop NBD FR at Bellaire	TxDOT								TxDOT
16	West Loop SBD FR at Evergreen	TxDOT					TxDOT	TxDOT		TxDOT
17	West Loop NBD FR at Evergreen	TxDOT					TxDOT	TxDOT		TxDOT
18	West Loop NBD FR at Bissonnet	TxDOT								TxDOT
19	West Loop SBD FR at Bissonnet	TxDOT								TxDOT
20	West Loop NBD FR at Fournace Pl	TxDOT								TxDOT
21	West Loop SBD FR at Fournace Pl	TxDOT								TxDOT

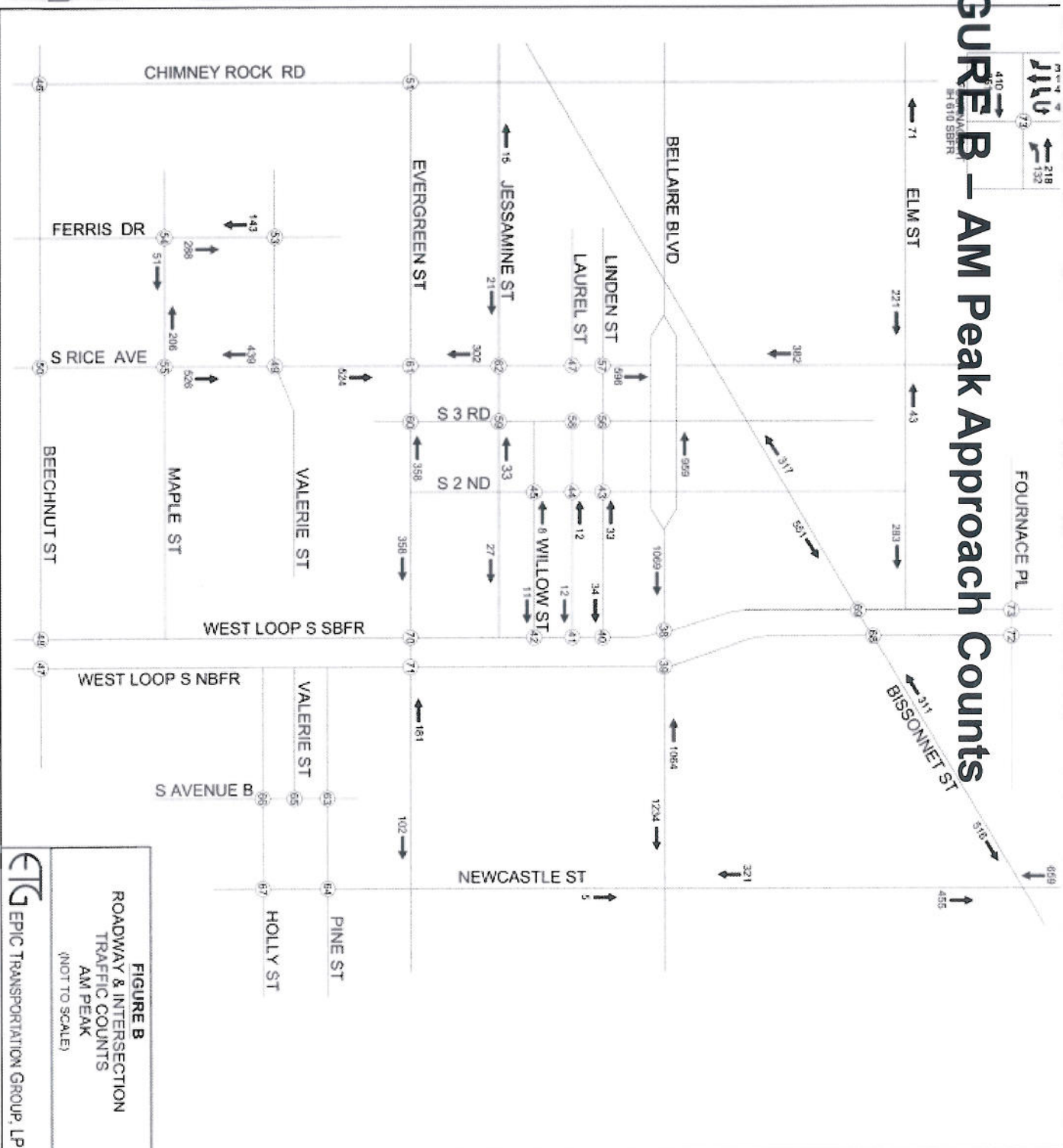
Short-term: Within 2 years
 Mid-term: 2 to 5 years
 Long-term: Over 5 years



FIGURE B – AM Peak TMCs



FIGURE B – AM Peak Approach Counts



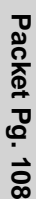
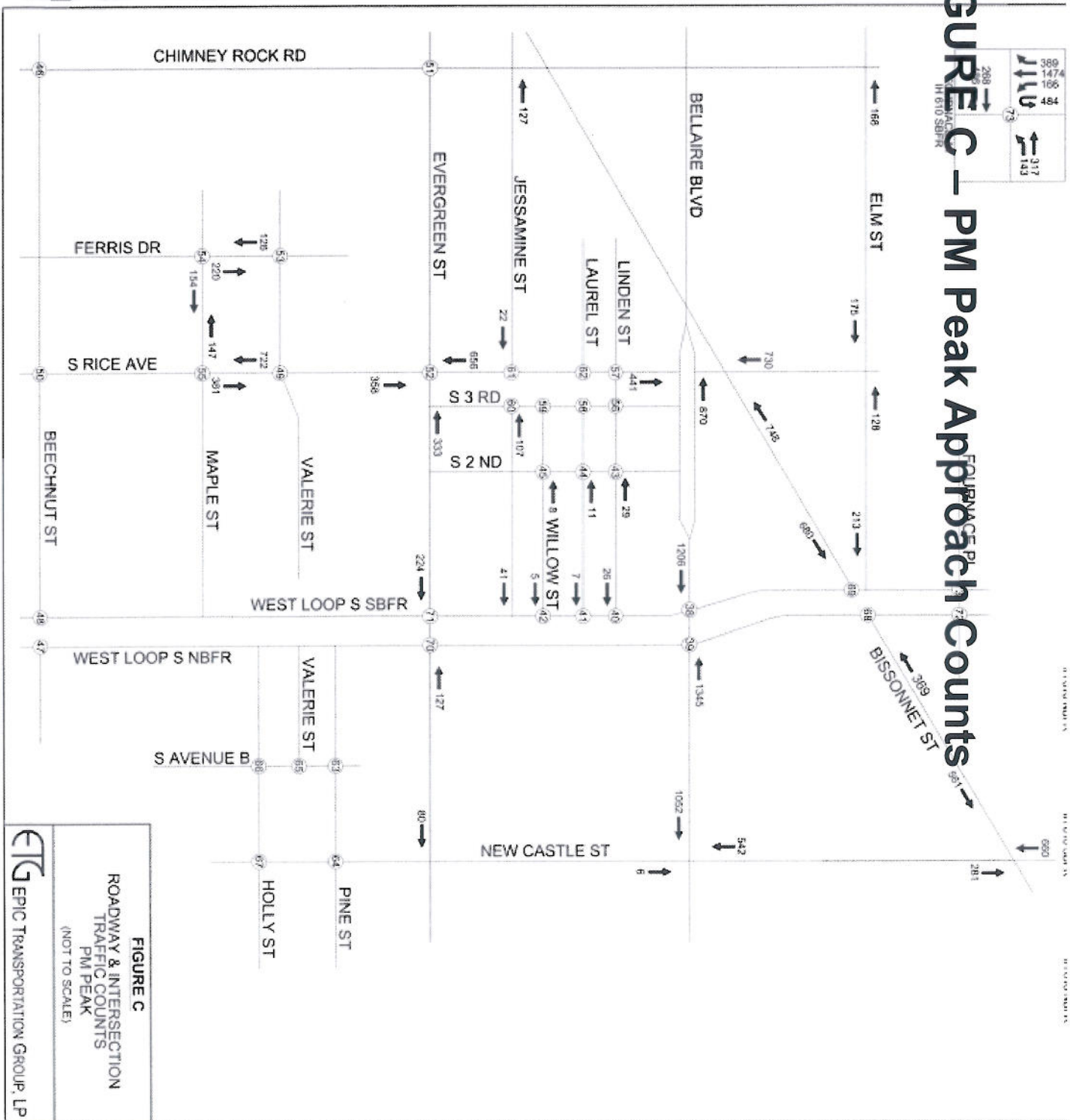


FIGURE C – PM Peak Approach Counts



SAFETY – CRASH DATA

Roadway crash rates for 100 million vehicle miles traveled (100 MVMT)
 $(R = C \times 100,000 / V \times 365 \times L \times N)$ was calculated for the major streets within Bellaire from 2012 to 2014. Crash rates in Bellaire are higher than statewide average.

Facility	Segment Length (miles)	2012-2014 Average Annual Crash Rate	2012-2014 Texas Average Annual Crash Rate	Segment Rate v/s Texas Rate	Facility
Bellaire	1.72	328	125	2.6	4 or more lanes, divided
Bissonnet	2.22	270	125	2.2	4 or more lanes, divided
Chimney Rock	0.87	N/A	125	N/A	4 or more lanes, divided
Elm	0.72	252	184	1.4	2 lane, 2 way
Evergreen	1.99	208	184	1.1	2 lane, 2 way
Fournace	1	171	125	1.4	4 or more lanes, divided
Jessamine	0.87	613	184	3.3	2 lane, 2 way
Newcastle	2.29	70	184	0.4	2 lane, 2 way
S Rice	2.1	289	283	1.0	4 or more lanes, undivided
West Loop S	2.48	543	101	5.4	Interstate Highway

Number of crashes are summarized in **Table C**. Crashes at signals and non-signals are summarized in **Table D**. Crashes can be reduced by access management, geometric, and traffic control measures. See **Table E** for examples.



TABLE C

TOTAL NUMBER OF CRASHES				
Facility	2012 Total Number of Crashes	2013 Total Number of Crashes	2014 Total Number of Crashes	2012-2014 Average Annual Number of Crashes
Bellaire	66	64	65	65
Bissonnet	31	30	31	31
Chimney Rock	3	3	6	4
Elm	4	0	3	2
Evergreen	6	3	9	6
Fournace	5	8	7	7
Jessamine	2	3	3	3
Newcastle	4	3	6	4
S Rice	27	24	25	25
W Loop S FR	54	63	72	63

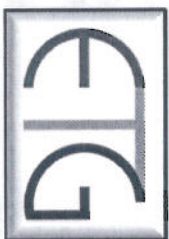


TABLE D – Crashes at

Intersections	Crashes	Signal
Bellaire S Rice	40	Yes
Bellaire Mapleridge	14	Yes
Bellaire Bissonnet	12	Yes
Bellaire Newcastle	12	Yes
Bellaire West Loop S	9	Yes
S Rice Jessamine	7	Yes
S Rice Evergreen	6	Yes
West Loop S Fournace	5	Yes
Bissonnet S Rice	3	Yes
S Rice Elm	3	Yes
West Loop S Bissonnet	3	Yes
Bissonnet N 1st	2	Yes
Bissonnet Newcastle	2	Yes
Bellaire N 1st	1	Yes
Bissonnet N 5th	1	Yes
West Loop S Evergreen	1	Yes
Bellaire Not Reported	8	
Bissonnet Not Reported	3	
Chimney Rock Not Reported	1	
Evergreen Ferris	1	
Evergreen Not Reported	1	
Fournace Pl Not Reported	1	
Newcastle Not Reported	1	

Major Street	Cross Street	Crashes	Signal
Bissonnet	Cedar	10	No
Bellaire	S 3rd	6	No
Bellaire	S 5th	6	No
Bissonnet	Mulberry	4	No
S Rice	Cedar	4	No
Bellaire	N 2nd	3	No
Bissonnet	Ferris	3	No
Bissonnet	N 3rd	3	No
Chimney Rock	Braeburn	3	No
Newcastle	Fournace Pl	3	No
S Rice	Linden	3	No
West Loop S	Holly	3	No
Bissonnet	Mapleridge	2	No
Newcastle	Oleander	2	No
S Rice	Maple	2	No
S Rice	Spruce	2	No
West Loop S	Pine	2	No
Bellaire	McTighe	1	No
Bellaire	Mulberry	1	No
Bissonnet	Wilmington	1	No
Chimney Rock	Maple	1	No
Chimney Rock	Valerie	1	No
Chimney Rock	Pine	1	No
Elm	1st	1	No
Evergreen	S 3rd	1	No
Fournace Pl	Anderson	1	No
Jessamine	5th	1	No
Jessamine	Ferris	1	No
Newcastle	Holt	1	No
Newcastle	Nancy	1	No
Newcastle	Basswood	1	No
Newcastle	Ione	1	No
S Rice	Chestnut	1	No
S Rice	Holt	1	No
S Rice	Locust	1	No
S Rice	Mimosa	1	No
S Rice	Pine	1	No
S Rice	Valerie	1	No
West Loop S	Elm	1	No
West Loop S	Jessamine	1	No
West Loop S	Maple	1	No
West Loop S	Terminal	1	No



TABLE E- Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Fixed Object (1, 3, 5, 7, 8, 9, 21, 29, 31, 32, 36, 38, 42, 49)	Obstruction in or too close to roadway	Field observation to locate obstructions	<ul style="list-style-type: none"> ☐ Delineation / reflectorize safety hardware ☐ Remove/relocate obstacles ☐ Install breakaway features to light poles, sign posts, etc. ☐ Protect objects with guardrail ☐ Install crash cushions
	Inadequate lighting	Check illumination	<ul style="list-style-type: none"> ☐ Improve roadway lighting
	Inadequate pavement markings	Review pavement markings	<ul style="list-style-type: none"> ☐ Install reflectorized pavement lines/raised markers
	Inadequate signs, delineators and guardrails	Review signs, delineators and guardrails	<ul style="list-style-type: none"> ☐ Install reflectorized paint and/or reflectors on the fixed object ☐ Add special signing ☐ Upgrade barrier system
	Inadequate road design	Check roadside shoulders and maintenance	<ul style="list-style-type: none"> ☐ Install warning signs/delineators ☐ Improve alignment/upgrade ☐ Provide proper Superelevation ☐ Provide wider lanes
Right-Angle Collisions at Unsignalized Intersections (3, 5, 21, 38, 42, 46, 47)	Slipper surface	<ul style="list-style-type: none"> ☐ Check skid resistance ☐ Check for adequate drainage 	<ul style="list-style-type: none"> ☐ Reduce speed limit if justified by spot speed study ☐ Provide adequate drainage ☐ Improve skid resistance
	Restricted sight distance	<ul style="list-style-type: none"> ☐ Perform spot speed study ☐ Field observation for sight obstructions ☐ Check roadway illumination ☐ Perform spot speed study 	<ul style="list-style-type: none"> ☐ Install warning signs (see TMUTCD) ☐ Install stop signs (see TMUTCD) ☐ Install yield signs (see TMUTCD) ☐ Restrict parking near corners ☐ Reduce speed limit if justified by spot speed study ☐ Remove sight obstructions ☐ Install signals (see TMUTCD) ☐ Install/improve street lighting ☐ Channelize intersections
	Large total intersection volume	Volume count on all approaches	<ul style="list-style-type: none"> ☐ Install signals (see TMUTCD)
	High approach speed	Perform spot speed study	<ul style="list-style-type: none"> ☐ Reduce speed limit on approaches if justified by spot speed study ☐ Install rumble strips
	Poor visibility of signals	<ul style="list-style-type: none"> ☐ Review existing signals and placement ☐ Field observation for sight obstructions ☐ Perform spot speed study 	<ul style="list-style-type: none"> ☐ Install advanced warning devices (see TMUTCD) ☐ Install visors ☐ Install back plates ☐ Reduce speed limit on approaches if justified by spot speed study ☐ Remove sight obstructions ☐ Add additional signal heads ☐ Install 12-in. signal lenses (see TMUTCD) ☐ Improve location of signal heads ☐ Install overhead signals
Right-Angle Collisions at Signalized Intersections (3, 5, 9, 21, 38, 42, 46, 47)	Inadequate signal timing	<ul style="list-style-type: none"> ☐ Volume count on all approaches ☐ Review signal timing 	<ul style="list-style-type: none"> ☐ Adjust amber phase ☐ Provide all-red clearance phases ☐ Add multi-dial controller ☐ Install signal actuation ☐ Retime signals ☐ Provide progression through a set of signalized intersections

UNSIGNALIZED INTERSECTIONS

City requested multi-way stop sign warrant analysis at the following three intersections for current conditions and for the street closure scenario:

- Linden Street at 2nd Street
- Laurel Street at 2nd Street
- Willow Street at 2nd Street
- Currently, all-way stop signs are installed for Linden at 2nd Street and Laurel at 2nd Street. Two-way stop sign control is installed for Willow at 2nd Street.
- Based on the analysis we recommend two-way stop controls at all three locations with stop signs installed on Linden, Laurel and Willow; while 2nd Street shall operate without interruption.



ON-STREET PARKING

- Currently on-street parking is permitted along South Rice Avenue and around three schools - Bellaire High School, Condit Elementary School and Horn Elementary School.
- Parking around Bellaire High is a work-in-progress since it is tied to the school campus renovation. Parking around Condit and Horn elementary schools is adequate and is functioning as desired.
- Evergreen between South Rice and West Loop 610 has 7-foot wide striped curbside shoulders on both sides that are used for on-street parking. North side shoulder can be restriped for bike lane.
- We recommend restriping existing parking/shoulders on Jessamine (between Fifth and Rice), Evergreen (within City limits) and Third (between Jessamine and Bellaire).
- See **Figure A** for proposed on-street parking along South Rice.



PEDESTRIAN FACILITIES

In general, within the City, the following were observed:

- Discontinuous sidewalks in front of homes.
- Less than 5-foot wide sidewalks.
- Uneven sidewalks.
- Limited connectivity.

We recommend the following pedestrian-related improvements:

- Install sidewalks where they are currently lacking.
- New sidewalks shall comply with ADA criteria.
- Replace old sidewalks not covered by the City's current rebuild contracts.
- Install ADA-compliant ramps at intersections.
- Install crosswalks at signalized and unsignalized intersections along major streets.



BIKEWAYS

- City does not have a bikeway/pedestrian plan. According to the 2015 Comprehensive Plan, bike lane exists on South Rice between Maple and Elm. This bikeway is currently not signed, which prompts motorists to park their automobiles on the street.
- 7-foot wide bikeways exist on Chimney Rock within city limits in both directions. We recommend reducing it to 5-foot wide to discourage on-street parking. We also recommend extending the bikeway on Chimney Rock to Beechnut (in cooperation with COH).
- Bikeway exists on Renwick on both sides within the city limits and beyond. It is signed and striped, however; the lane width is substandard (about 4-feet wide) and the adjacent through lanes appear to be 10-foot wide. New COH guidelines call for 11-foot lanes, which may put these bike lanes in jeopardy.
- All of the existing bikeways within the city run north-south. There is no east-west connectivity.
- Potential east-west connectivity are on Furnace from Rice to West Loop 610; Bellaire from Renwick to Newc... Beechnut (COH) from Renwick to Newcastle.



TRAILS / PATHWAYS

Except for the existing trail along the west side of Newcastle, the City does not have many pathways or hike & bike trails.

We recommend coordinating with COH on extending the Newcastle trail from

- Pin Oak to Westpark in the north, and
- Beechnut / Frankway Drive / North Braeswood in the south (to eventually tie-in to the Brays Bayou Hike & Bike Trail)

MISCELLANEOUS

Recommendations include:

- Intersection lighting
- Tree trimming
- Back-up batteries for signals
- Decorative traffic signals etc.

Please see Report for details.



Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: Information
Technology
Category: Presentation
Department Head: Larry Parks
DOC ID: 1740

**SCHEDULED
ORDINANCE (ID # 1740)**

Item Title:

Presentation on the transition of the City's current telephone system to a cloud-based hosted telephone service - Presented and submitted by Larry Parks, Information Technology Director.

Background/Summary:

The City has an end of life Cisco Call Manager telephone server that is in need of hardware and software upgrade/replacement. The transition to a cloud based hosted telephone system is a part of the Information Technology Service Plan. City Council will be presented with an overview of how a hosted service will meet our communication needs now and into the future. The presentation will be informational for future consideration and action on the January 25th, 2016 City Council Agenda.

Previous Council Action Summary:

N/A

Fiscal Impact:

Budgeted item in the FY16 budget

Recommendation:

Provide Feedback and accept presentaiton

ATTACHMENTS:

- hosted presentation_council (PDF)

City of Bellaire

Hosted Telephone Services Report

Presented by: Larry Parks, Director of Information Technology

December 7, 2015

Purpose

To transition our current on-premise telephone system located at 5110 Jessamine St. to a cloud-based hosted telephone service

Background on current system

- The current Cisco Call Manager telephone system was installed in October 2010
- It was the City's introduction to ip-based telephony
- City prepared for it's installation by replacing existing copper network with fiber and upgrading all switches and routers

Status of current system

- Cisco Call Manager functions on an IBM server that is end of life which will soon be a non-supported hardware item
- Cisco Unity, our voicemail gateway, functions on an IBM server that is end of life and will soon be a non-supported item
- We rely solely on Cisco Smartnet support

What is a hosted service?

- Cloud-based
- Servers reside at vendor location
- Telephone service is at vendor location
- Subscription service
- Monthly fee
- Vendor maintained and supported
- Turnkey solution

Why a hosted service?

- Maintain all current features and functionality
- Increased redundancy
- 24/7 support – system and end users
- Support all Public Safety operations (No 911)
- Remain current on all system upgrades
- No relocation expenses during construction
- No hardware/software license/maintenance investments

Maintain all current feature sets

- Keep current handsets
- Keep telephone numbers and extensions
- Remain with an industry leading vendor
- Actually add newest features and upgrades

Increased redundancy

- Three local internet circuits
- Programmed failovers
- Vendor datacenter
- Vendor with regional failover datacenters

24/7 support

- Cisco Gold certified systems support
- Staff level service support
- Add/remove/change support
- Keep Smartnet maintenance on handsets

Public Safety supported

- Dispatch will remain unchanged
- Fire service support unchanged
- Officer voicemail unchanged
- Radio services unchanged

Current on all system upgrades

- Always up-to-date with patches and upgrades
- Latest security releases
- Latest firmware releases
- NO annual maintenance agreements
- NO hardware investments
- NO license investments

Efficient relocation

- No AT&T local service relocation cost
- No hardware relocation cost
- No temporary solution cost
- No additional telephone communication cost

No hardware/software license/maintenance investments

- No hardware server cost
- No system software cost
- No licensing cost
- No annual maintenance cost
- No annual local vendor support cost

Hosted Telephone Service Cost

- One time setup : \$12,206
- Monthly: \$6,436
- Equipment: \$0
- Term: 3 years

Replacement/Upgrade Cost

- New upgraded hardware/software
 - Installation/configuration of hardware/software
 - Relocation of existing AT&T service and wiring
 - Estimated cost: \$140,000 - \$160,000
-
- Annual maintenance support
 - Annual local vendor support
 - Monthly AT&T local and long distance
 - Estimated cost: \$50,000-\$55,000

Cost Comparison

Replacement/upgrade:

- One time cost: \$140,000 - \$160,000
- Annual cost: \$50,000-\$55,000
- Avg. cost (5 year lifespan): \$78,000 - \$87,000

Hosted service

- One time cost: \$12,206
- Annual cost: \$77,232
- Avg. cost (3 year term): \$81,300

Recommendation

Managed hosted telephone service

A secure hosted solution will meet our telephone communication needs and provide us with cost effectiveness and the operational flexibility that we will need over the next three years.

As ip systems were the direction of telephone systems five years ago, hosted systems have been the trend for the last few years.

Next steps

On January 25, 2016, seek consideration from City Council to award a term service contract to the selected vendor for hosted telephone service

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Clerk
Category: Agreement
Department Head: Tracy L. Dutton
DOC ID: 1753

**SCHEDULED
ORDINANCE (ID # 1753)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, and the Chief Financial Officer and City Attorney of the City of Bellaire, Texas, to countersign and approve as to form, respectively, for and on behalf of the City of Bellaire, Texas, an Interlocal Agreement with Harris County, Texas, for the purpose of receiving an appropriation in the amount of \$50,000.00 from Harris County, Texas, to be used for the operations and maintenance of The Nature Discovery Center at Russ Pitman Park, 7112 Newcastle Drive, Bellaire, Texas - Requested by Tracy L. Dutton, City Clerk, on behalf of Commissioner Steve Radack, Harris County Precinct 3.

Background/Summary:

During the month of November, the City Clerk's Office received notification from the Office of Commissioner Steve Radack, Harris County Precinct 3, of a donation (or appropriation) to be made by Harris County, Texas, to the City of Bellaire, Texas, in the amount of \$50,000 to be used for the operations and maintenance of The Nature Discovery Center at Russ Pitman Park, 7112 Newcastle Drive, Bellaire, Texas.

Commissioner Radack has provided an Interlocal Agreement setting for the terms and conditions related to the appropriation, which is attached hereto. Upon approval and execution by applicable Bellaire officials, the Interlocal Agreement will be returned to Commissioner Radack for the Harris County Auditor's signature.

An ordinance has been prepared for City Council's consideration which would authorize the Mayor and City Clerk to execute and attest, respectively, and the Chief Financial Officer and City Attorney to countersign and approve as to form, respectively, for and on behalf of the City of Bellaire, Texas, an Interlocal Agreement with Harris County, Texas, for the purpose of receiving the referenced appropriation.

Upon receipt of the funds by the City, a request will be made for a detailed report setting forth the expected use of the appropriation (a requirement of Harris County). Upon receipt of the report, the funds will be transmitted to The Nature Discovery Center.

Previous Council Action Summary:

Commissioner Radack appropriated funding in the amount of \$50,000 to the City of Bellaire, Texas, for the operations and maintenance of The Nature Discovery Center at Russ Pitman Park in December of 2014.

Fiscal Impact:

N/A

Recommendation:

The City Clerk recommends favorable action on the ordinance before City Council allowing the City to accept the appropriation on behalf of The Nature Discovery Center at Russ Pitman Park.

ATTACHMENTS:

- Interlocal Agreement with HC for Operations and Maintenance of NDC at Russ Pitman Park - 2015 (DOCX)
- Exhibit A - Interlocal Agreement with HC for The Nature Discovery Center Ops and Maintenance (PDF)



ORDINANCE NO. 15-_____

AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY CLERK OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE AND ATTEST, RESPECTIVELY, AND THE CHIEF FINANCIAL OFFICER AND CITY ATTORNEY OF THE CITY OF BELLAIRE, TEXAS, TO COUNTERSIGN AND APPROVE AS TO FORM, RESPECTIVELY, ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, AN *INTERLOCAL AGREEMENT* WITH HARRIS COUNTY, TEXAS, IN A FORM AS ATTACHED HERETO AND MARKED "EXHIBIT A," FOR PURPOSES OF RECEIVING AN APPROPRIATION IN THE AMOUNT OF \$50,000.00 FROM HARRIS COUNTY, TEXAS, TO BE USED FOR THE OPERATIONS AND MAINTENANCE OF THE NATURE DISCOVERY CENTER AT RUSS PITMAN PARK, 7112 NEWCASTLE DRIVE, BELLAIRE, TEXAS.

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

THAT the Mayor and the City Clerk of the City of Bellaire, Texas, are each hereby authorized to execute and attest to, respectively, and the Chief Financial Officer and City Attorney are each hereby authorized to countersign and approve as to form, respectively, for and on behalf of the City of Bellaire, Texas, an *Interlocal Agreement* with Harris County, Texas, in a form as attached hereto and marked "Exhibit A," for purposes of receiving an appropriation in the amount of \$50,000.00 from Harris County, Texas, to be used for the operations and maintenance of The Nature Discovery Center at Russ Pitman Park, 7112 Newcastle Drive, Bellaire, Texas.

PASSED and APPROVED this 7th day of December, 2015.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Dr. Philip L. Nauert
Mayor

Ord. No. 15-_____

Page 1 of 2

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney



EXHIBIT A

INTERLOCAL AGREEMENT WITH HARRIS COUNTY, TEXAS

**Appropriation for Operations and
Maintenance of The Nature Discovery Center
at Russ Pitman Park, 7112 Newcastle Street,
Bellaire, Texas 77401**

Date of Approval: December 7, 2015
Ordinance No.: 15-_____

INTERLOCAL AGREEMENT

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This Interlocal Agreement is made and entered into by and between HARRIS COUNTY, a body corporate and politic under the laws of the State of Texas, hereinafter sometimes referred to as the "County," and the CITY OF BELLAIRE, a municipal corporation under the laws of the State of Texas, hereinafter sometimes referred to as the "City."

WITNESSETH:

WHEREAS, the City operates and maintains the Nature Discovery Center ("Center") at Russ Pitman Park, a City-owned park ("Park") located at 7112 Newcastle in Bellaire, Harris County, Texas, for the use of the residents of the City and County; and

WHEREAS, the County is willing to participate in the operation and maintenance of the Center by contributing a portion of the cost thereof, as hereinafter provided, in consideration of the City operating and maintaining the Center; and

WHEREAS, the County and City are authorized to enter into this Interlocal Agreement by Tex. Loc. Gov't Code §§ 332.002 & 332.021, pursuant to which the County and City may cooperate with each other to provide, maintain, construct, and operate park and recreational facilities located on property owned or acquired by either political subdivision;

NOW, THEREFORE, for and in consideration of the mutual covenants, agreements, and benefits to the parties herein named, it is agreed as follows:

I.

After the execution of this Interlocal Agreement by both parties, the County will pay the City a one-time, lump sum payment of \$50,000.00. The City will place said funds in a separate bank account for the purpose of paying for the operation and maintenance of the Center.

II.

The City shall expend the funds paid to it by the County only for the operation and maintenance of the Center. The City may arrange with The Nature Discovery Center, Inc., a Texas nonprofit corporation (formerly, Friends of Bellaire Parks, Inc.), to operate and maintain the Center. One year after receipt of the funds from the County, the City will submit to Harris County Commissioner, Precinct 3, in a form approved by the Harris County Auditor, a detailed written report itemizing how the funds paid by the County to the City have been expended. If the report indicates that any portion of the funds have not been expended by the City for the

operation and maintenance of the Center, then the City will refund the balance of said funds to the County, simultaneously with the delivery of the report.

III.

The City shall not use or permit the property upon which the Center is constructed to be used for any purpose other than in connection with the operation and maintenance of the Center, or take any action inconsistent with such use, for a period of at least one year after receipt of the funds from the County, during which time the Park, the Center, and their facilities shall be open to all residents of the County on the same basis as residents of the City. In no event shall the County be obligated to provide maintenance of the Park or Center.

IV.

In the event the City discontinues the operation or maintenance of the Center prior to one year after receipt of the funds from the County, this Agreement terminates automatically and the City will immediately, without demand, refund to the County all unexpended funds paid to the City by the County, along with a detailed written report itemizing how the funds paid by the County to the City have been expended.

V.

The County may terminate this Interlocal Agreement, with or without cause, at any time by giving the City thirty (30) days prior written notice of its intent to terminate. Within fifteen (15) days after the termination date of this Interlocal Agreement, the City shall refund to the County all unexpended funds paid to the City by the County, along with a detailed written report itemizing how the funds paid by the County to the City have been expended.

VI.

In performing its obligations hereunder, the City will comply with all applicable federal, state, county, and city ordinances, rules, and regulations, now in force or which may hereafter be enacted or promulgated.

VII.

The County has appropriated and has available the maximum sum of \$50,000.00 to satisfy its obligations under this Interlocal Agreement.

VIII.

Upon request by the County Commissioner of Precinct 3, the City will place a sign in the Park, at a location and in a form to be approved by the County Commissioner of Precinct 3, which acknowledges the County's participation in the operation and maintenance of the Center.

IX.

All notices and communications under this Interlocal Agreement will be mailed by certified mail, return receipt requested, or delivered to the County at the following address:

Harris County Commissioners Court
Harris County Administration Building
1001 Preston, 9th Floor
Houston, Texas 77002
Attention: Clerk of Commissioners Court

All notices and communications under this Interlocal Agreement will be mailed by certified mail, return receipt requested, or delivered to the City at the following address:

Parks & Recreation Department
7008 South Rice Avenue
Bellaire, Texas 77401-4495
Attention: Director

Notice will be considered given and completed upon deposit of the notice in a United States Postal Service receptacle.

X.

This instrument contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any modifications concerning this instrument are of no force and effect excepting a subsequent modification in writing, signed by both parties.

[END OF PAGE – SIGNATURE PAGE FOLLOWS]

IN TESTIMONY OF WHICH, this Interlocal Agreement has been executed in triplicate counterparts, each to have the force and effect of an original as follows:

- (a) It has been executed on behalf of the County on the NOV 10 2015 day of 2015, by the County Judge of Harris County, Texas, pursuant to an order of the Commissioners Court of Harris County, Texas, authorizing such execution; and
- (b) It has been executed on behalf of the City on the _____ day of _____ 2015, by its Mayor, and attested by its City Clerk, pursuant to an ordinance of the City Council of the City of Bellaire authorizing such execution.

APPROVED AS TO FORM:

VINCE RYAN
County Attorney

HARRIS COUNTY

By M. Scott Bresk
M. SCOTT BRESK
Assistant County Attorney

By Ed Emmett
ED EMMETT
County Judge

ATTEST:

CITY OF BELLAIRE

TRACY DUTTON
City Clerk

By _____
PHIL NAUERT, DDS
Mayor

APPROVED AS TO FORM:

COUNTERSIGNED:

ALAN PETROV
City Attorney

LINDA SYMANK
Chief Financial Officer

Countersignature Date: _____

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$50,000.00 to accomplish and pay the obligation of Harris County under this Interlocal Agreement.

BARBARA J. SCHOTT, County Auditor

THE STATE OF TEXAS §
 §
 COUNTY OF HARRIS §

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on the _____ day of NOV 10 2015 2015, with the following members present, to-wit:

Ed Emmett
 El Franco Lee
 Jack Morman
 Steve Radack
 R. Jack Cagle

County Judge
 Commissioner, Precinct No. 1
 Commissioner, Precinct No. 2
 Commissioner, Precinct No. 3
 Commissioner, Precinct No. 4

and the following members absent, to-wit: none,
 constituting a quorum, when among other business, the following was transacted:

ORDER AUTHORIZING THE COUNTY JUDGE TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY AND THE CITY OF BELLAIRE FOR THE OPERATION AND MAINTENANCE OF THE NATURE DISCOVERY CENTER LOCATED IN RUSS PITTMAN PARK IN THE CITY OF BELLAIRE, HARRIS COUNTY, TEXAS

Commissioner Cagle introduced an order and made a motion that the same be adopted. Commissioner Morman seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Vote of the Court:				Vote of the Court:		
	Yes	No	Abstain		Yes	No	Abst
Judge Ed Emmett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Judge Emmett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. El Franco Lee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comm. Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Jack Morman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comm. Morman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Steve Radack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comm. Radack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comm. Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order thus adopted follows:

WHEREAS, the City of Bellaire operates and maintains the Nature Discovery Center ("Center") at Russ Pitman Park, a City-owned park located at 7112 Newcastle in Bellaire, Harris County, Texas, for the use of the residents of the City and Harris County; and

WHEREAS, the County is willing to participate in the operation and maintenance of the Center by contributing a portion of the cost thereof, in consideration of the City operating and maintaining the Center; and

Presented to Commissioners' Court

NOV 10 2015

APPROVE C/M

Recorded Vol. _____

Packet Pg. 148

WHEREAS, the County and City are authorized to enter into this Interlocal Agreement by Tex. Loc. Gov't Code §§ 332.002 & 332.021, pursuant to which the County and City may cooperate with each other to provide, maintain, construct, and operate park and recreational facilities located on property owned or acquired by either political subdivision;

NOW, THEREFORE, BE IT ORDERED BY THE COMMISSIONERS COURT OF HARRIS COUNTY, TEXAS, THAT:

Section 1: The recitals set forth in this Order are true and correct.

Section 2: The Harris County Judge is authorized to execute, for and on behalf of Harris County, an Interlocal Agreement between Harris County and the City of Bellaire, the Interlocal Agreement being incorporated herein by reference and made a part hereof for all intents and purposes as though fully set forth herein word for word.

Section 3: All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Manager's Office
Category: Ordinance
Department Head: Diane K White
DOC ID: 1689

**SCHEDULED
ACTION ITEM (ID # 1689)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending Chapter 2, Administration, Article I, In General, Section 2-5, City Departments, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of changing certain City Department names to correctly reflect the names included in the departmental reorganization plan presented to the City Council as part of the City's FY 2016 Budget - Requested and submitted by Diane K. White, Assistant City Manager.

Background/Summary:

The City Charter states "There shall be such administrative departments as are established by this Charter and such other administrative departments as may be established by ordinance. All administrative departments, except as otherwise provided in this Charter, shall be under the control and direction of the City Manager."

This ordinance has been put in place to describe the City departments. The major change to the ordinance is to reflect project management no longer being described as a function of the Public Works Department. Additional changes were minor to clean up the ordinance.

Previous Council Action Summary:

Revision to ordinance was made on 4/15/2013 and on 12/1/2014

Fiscal Impact:

N/A

Recommendation:

To approve ordinance as revised.

ATTACHMENTS:

- Chapter 2 (PDF)

Sec. 2-5. - City departments.

- (a) Departments; duties; heads. Every employee is assigned to a department. The departments of the city are:

- (1) City Manager's Office. The City Manager's Office is responsible for the effective and efficient administration of all city departments, city council support, records management, city budget, technology integration, public communications and human resource management. The department consists of the city manager, assistant city manager, director of human resources, director of information technology (IT), city clerk and such staff designated by the city manager and not designated to other departments. The department head is the city manager.
- (2) Police. The police department is responsible for emergency communications, traffic enforcement, crime prevention, criminal apprehension and investigation, law enforcement records/computer operations, limited code enforcement, animal control, warrant management, community information and education services, and municipal jail operations. The department head is the chief of police.
- (3) Fire. The fire department is responsible for fire prevention through education, fire code enforcement, fire investigation, training and record analysis, emergency management, emergency medical services, and fire suppression. The department head is the fire chief.
- (4) Development Services. The development services department is responsible for coordinating city ~~planning-planningand economic development efforts~~, implementation of the subdivision and zoning ordinances, code compliance and enforcement, zoning administration, and development services (registration, plan review, permitting and inspection). The department head is the director of development services.
- (5) Public works. The public works department is responsible for maintaining and improving the city's civil infrastructure (street paving, drainage, traffic control devices, vehicle and equipment fleets, ~~water and wastewater infrastructure and rights of way~~), city engineering, ~~contract administration and project management~~, solid waste collection and disposal, water and wastewater services, and surface water management. The department head is the director of public works.
- (6) Finance. The finance department is responsible for accounting, utility billing, purchasing, municipal court administration, payroll, revenue and expenditure activities and the city's cash, investment and debt management. The department head is the chief financial officer.
- (7) Parks, recreation and facilities. The parks, recreation and facilities department is responsible for enhancing and maintaining parks, green spaces, providing recreation programs for the city's residents, administering senior services programs, managing city-sponsored special events, providing sports leagues, camps and aquatics programs, and maintaining the city's public swimming pools, for management and maintenance of all city facilities. ~~contractual agreements, overall facilities maintenance, including HVAC systems, fire safety and security systems, electrical and plumbing systems and all other components~~

Formatted: Justified

~~necessary to provide a comfortable environment for Bellaire patrons, and facilities and parks related capital improvement projects project management.~~ The department head is the director of parks, recreation and facilities.

- (8) Library. The library department is responsible for operations of the city library which include materials circulation management, cataloging, adult and children's programming, reference materials management and information services, integration of public computer information systems, inter-library loan operations and city archives. The department head is the library director.
 - (9) Legal. The legal department is the legal advisor of the council and of all offices and departments, and of all officers and employees in matters relating to their official powers and duties. Additionally, the legal department shall perform such other duties as may be specified by the council. The department head shall be the city attorney, who shall be retained by the city council.
- (b) Additional duties, assistance. The city manager may assign the assistant city manager and/or department heads the additional duties to manage and/or assist any department and may require departments to assist each other.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Clerk
Category: Policy
Department Head: Tracy L. Dutton
DOC ID: 1757

**SCHEDULED
ACTION ITEM (ID # 1757)**

Item Title:

Consideration of and possible action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for signage for fundraising events held at Bellaire public schools, Condit Elementary School and Horn Elementary School, as said fundraising events are organized by Bellaire resident PTO parents for the betterment of kids and schools, the overall community, and the positive impact on the City of Bellaire - Requested by Roman F. Reed, Councilman.

Background/Summary:

Councilman Roman F. Reed is requested City Council action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for signage for fundraising events held at Bellaire public schools, Condit Elementary School and Horn Elementary School, as said fundraising events are organized by Bellaire resident PTO parents for the betterment of kids and schools, the overall community, and the positive impact on the City of Bellaire.

Previous Council Action Summary:

N/A

Fiscal Impact:

Decrease in administrative fees.

Recommendation:

Councilman Roman F. Reed requests favorable action on the request to authorize the City Manager to waive the \$30.00 administrative fee charged for signage for fundraising events held at Bellaire public schools.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 12/07/15 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Diane K White
DOC ID: 1745

**SCHEDULED
ACTION ITEM (ID # 1745)**

Item Title:

Consideration of and possible action to give feedback to the Citizens For A Beautiful Bellaire concerning the development of the remaining Phase I projects as identified by the Citizens For A Beautiful Bellaire - Presented by John F. Monday; submitted by Pat B. McLaughlan, Councilman.

Background/Summary:

The Citizens For A Beautiful Bellaire would like to present to City Council an update on their groups efforts. They are seeking input and general direction from City Council on their efforts thus far and how might they proceed in the future.

Previous Council Action Summary:

CBB presented Phase I projects to City Council on November 2, 2015.

Fiscal Impact:

N/A

Recommendation:

The Citizens For A Beautiful Bellaire would like feedback and general direction from City Council regarding Phase I projects.

ATTACHMENTS:

- Combined Project List (PDF)

Phase I Landscape Workgroup Beautification Projects

Location	Projects	Estimated Cost
Consultant	Contract landscape color specialist to design native plantings and what seasonal color change out should be.	\$0
Entrance To City Railroad Track on Bellaire	Intensify landscape to include color (changed out quarterly with seasonal color) front of monument marker stretching about 25' in front and adding flowering trees behind monument	\$15,000
Bissonnet East and West of 610	Add water source and native vegetation with some color to Esplanades on Bissonnet east and west of 610 these are the only Esplanades on our major street	\$30,000
Rice Boulevard Esplanades Bissonnet to Bellaire	Enhance esplanades currently color on one end of end cap increase to other endcap side, some of the esplanades just ground cover put in color on each end cap, put in fill in groundcover to 6" apart	\$20,000
Paseo Park	Enhance color presentation around trolley and clock tower, to be changed out quarterly with seasonal color. Clean up overgrown spots put in quarterly color at end caps of the esplanades in the park. Include double sided banners with fixturing in park on light poles to be included in seasonal change out along with current banner program approved for 2016 (A feel like downtown West U. on University).	\$50,000
Esplanades newcastle and Bellaire	end caps native plants and color changed out quarterly with seasonal color	\$15,000
Esplanades avenue b and Bellaire	End caps native plants and color changed out quarterly with seasonal color	\$15,000
Traffic Signals Bellaire/Bissonnet	Create seasonal color in area	\$15,000
Esplanade S. Rice by Bellaire High school	Enhance (to be completed with Maintenance funds)	\$0
Total		\$160,000

Paseo Park	Enhance color presentation around trolley and clock tower, to be changed out quarterly with seasonal color. Clean up overgrown spots put in quarterly color at end caps of the esplanades in the park. Include double sided banners with fixturing in park on light poles to be included in seasonal change out along with current banner program approved for 2016 (A feel like downtown West U. on University).	\$50,000
Esplanades newcastle and Bellaire	end caps native plants and color changed out quarterly with seasonal color	\$15,000
Esplanades avenue b and Bellaire	End caps native plants and color changed out quarterly with seasonal color	\$15,000
Traffic Signals Bellaire/Bissonnet	Create seasonal color in area	\$15,000
Esplanade S. Rice by Bellaire High school	Enhance (to be completed with Maintenance funds)	\$0
Total		\$175,000

Phase I Roadway Workgroup Beautification Projects

Location	Projects	Estimated Cost
various - primarily downtown	Curb painting [yellow/red] \$1-\$2 [per foot] est. 500' needed	\$750
various - primarily downtown	Curb replacement/repair. Basic 6" curb, steel and concrete \$20 per linear ft. With gutter replacement - \$50 per linear ft. est. 200 ' needed	\$7,000
Loop 610	Underpasses/Brick Wall Surfaces - the topcoat sealant has failed. TXDOT and original contractor suggest a topcoat application will eliminate frosting	\$17,000
City-wide	***Tree trimming/overhangs/obstructions	\$30,000
Total		\$54,750

Many roadway projects have been determined to be maintenance items rather than beautification. We will be submitting a list via the Resident Service Request Center of all CBB identified projects.

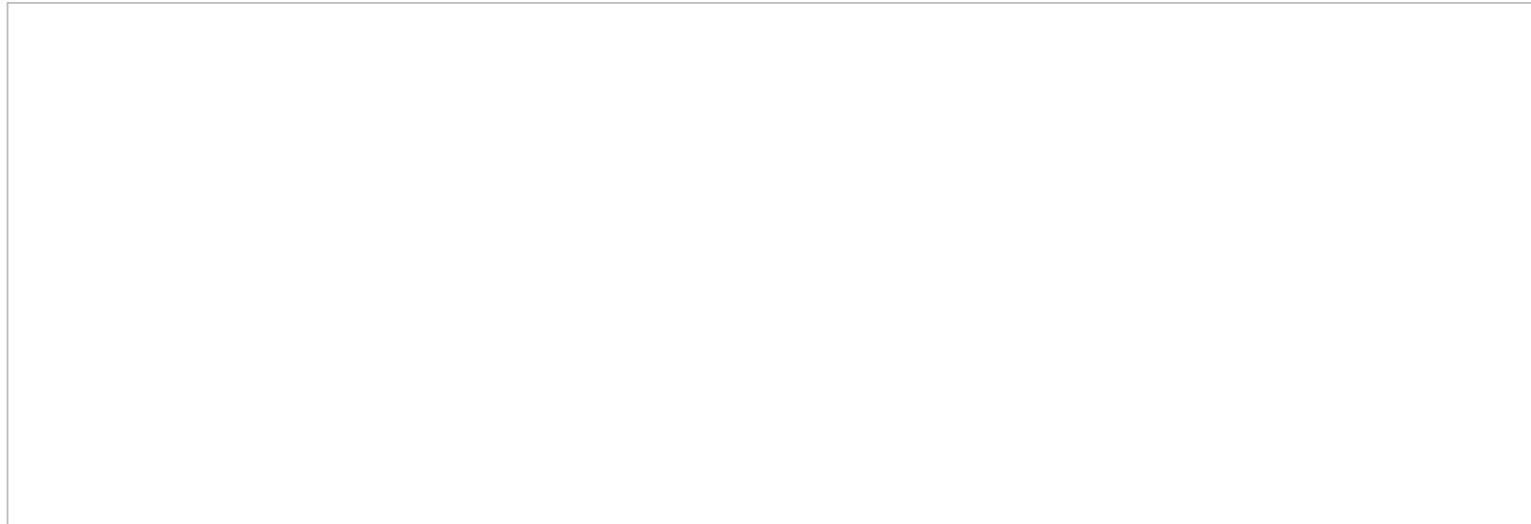
*** As the City does not maintain bucket trucks, nor staff experienced tree trimming crews, it is recommended that we group together multiple projects and hire a contractor with the appropriate skills for working near electrical lines and liability insurance. If the City budget is unable to accomodate, an allocation from Beautification is recommended.

Roadway Maintenance Project Suggestions

Location	Projects	Estimated Cost
City-wide	Enhance the City's street sweeper schedule and hours of operation, starting with the publishing of the current schedule, as we do for trash and recycling pickup. (need copy of schedule or implement online fleet tracking GPS system.)	\$288/year
Assigned to Liaison Workgroup	Straighten leaning telephone poles. Remove loose wires, exposed electrical boxes, empty boxes, unnecessary conduit and other unsafe items and debris. (will need to provide specific location list)	\$0
Loop 610 underpasses and adjacent sidewalks	Power wash - * Power wash - it is yet to be determined what TXDOT's maintenance schedule, frequency and contractor responsibilities may be.	TBD
various	Improve the City's cleanliness by organizing monthly clean up crew for neighbor "X", Area "Y". (Individual project for Peggy Faulk to organize outside of beautification teams – comm. w/Paul started))	\$0
City-wide	Lane striping and crosswalk refresh - (projects underway)	City Maintenance Budget
City-wide	Remove vegetation from around Street signs/traffic signs, which are often not visible and unsafe. (need specific addresses)	City Maintenance Budget

Citizens For A Beautiful Bellaire

City-wide	Traffic signs and other City signage needs inspection for replacement, cleaning or straightening. (Need more specific addresses and \$5,000 for replacement signs) 50 signs at \$100	\$5,000
City-wide	Enhance maintenance schedule for mowing of City ROWs. (review list from CM)	N/A
Bellaire Blvd	X-Out or replace Metro blue stripe through Bellaire Assign to Liaison Workgroup (John and Trisha Pollard Liaison Workgroup).	\$0
Total		TBD



Phase I Image Workgroup Projects

Location	Projects	Estimated Cost
City website	Online Beautification Survey & promotional items url, banners, posters, push cards.	< \$300
Total		