CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

JANUARY 25, 2016

Council Chamber	Regular Session	7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:00 p.m. on Monday, January 25, 2016. The Regular Session was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Friedberg announced that a quorum was present consisting of all members of City Council as set forth in the table below.

Name	Title	Status
Andrew S. Friedberg	Mayor	Present
Roman F. Reed	Mayor Pro Tem	Present
Trisha S. Pollard	Council Member	Present
Gus E. Pappas	Council Member	Present
Pat B. McLaughlan	Council Member	Present
Michael Fife	Council Member	Present
David R. Montague	Council Member	Present

Other officials that were present included Paul A. Hofmann, City Manager; Scott Eidman, Assistant City Attorney; and Tracy L. Dutton, City Clerk.

Alan P. Petrov, City Attorney, arrived approximately 30 minutes after the meeting started and sat in the audience.

B. Inspirational Reading and/or Invocation - Michael Fife, Council Member.

Michael Fife, Council Member, provided the inspirational reading for the evening.

C. Pledges to The Flags - Michael Fife, Council Member.

Michael Fife, Council Member, led the members of City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Personal/Audience Comments.

Dr. Kyle Jones:

Dr. Jones addressed City Council regarding the responsibility for oversight of work performed by contractors in the City rights-of-way, especially those that impacted City utilities. He praised Bellaire Utilities Superintendent Charles Hawkins and his staff for

their assistance with utility repairs.

Steve Paul:

Mr. Paul addressed City Council regarding three recent sets of water line ruptures in the 5200 block of Grand Lake Street resulting in excess water and mud in residents' yards, driveways, and the street. City Council was urged to consider and appropriate money for the replacement of the water line in the 5200 block of Grand Lake Street.

Dr. Johnnie Frazier:

Dr. Frazier addressed City Council regarding safety and expressed her confidence in Police Chief Byron Holloway and his staff. She noted that the City's overall crime rate for 2015 had dropped. Dr. Frazier also indicated that she was not in favor of closing City streets at the feeder roads.

Jim Burrough:

Mr. Burrough addressed City Council regarding the potential closure of three streets at the southbound feeder road and the lack of evidence supporting that street closures would result in a reduction of burglaries. He urged City Council not to consider the street closures and cited the inconvenience to residents that needed to access the Loop in those areas.

Lynn McBee:

Ms. McBee addressed City Council and expressed her dissatisfaction that the special rules committee had not held public meetings, but commended the committee for their work on the rules. She urged City Council not to amend the City's Code to remove the section related to time and place for meetings, indicating that such specificity did not appear elsewhere in City documents.

Susan Downs:

Ms. Downs addressed City Council regarding the sport of pickleball and urged members of City Council and residents to join her at the Bellaire Recreation Center on Thursdays from 1:00 p.m. to 3:00 p.m.

Joe Pfau:

Mr. Pfau addressed City Council regarding his driveway, which he advised was sinking 1/4" per month due to water main issues in the 5200 block of Grand Lake Street. He urged members of City Council to help the residents by replacing the water main with a new line.

Written Comments:

Andrew S. Friedberg, Mayor, identified for the record and summarized written comments received by City Council for the evening's meeting, from **Steve Paul** and **Karen St. Denis**, both of which referenced water line issues in the 5200 block of Grand Lake Street and asked for City Council consideration for the replacement of the water line. Copies of the written comments were distributed to members of City Council for their consideration.

E. Reports:

1. City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.

   Paul A. Hofmann, City Manager, presented his City Manager's Report dated January 25, 2016, to members of City Council. The report included communication updates, an overview of press releases recently issued, reminders to attend upcoming community meetings, and an update on personnel and development.

   Andrew S. Friedberg, Mayor, opened the floor for questions from City Council. Following questions, Mayor Friedberg advised that the Council's current Rules of Procedure contemplated a formal motion to accept the City Manager's Report into the record (Article 6, Agenda Order, Section H, Reports, of the Rules of Procedure of the City Council of the City of Bellaire, Texas, as of July 13, 2015). He asked if there was any objection to suspending the rule and moving on to the next order of business. Hearing no objection, Mayor Friedberg continued to agenda item E(2).

2. FY 2016 First Quarter Report for the City of Bellaire, Texas - Submitted by Diane K. White, Assistant City Manager.

   Diane K. White, Assistant City Manager, presented the First Quarter Report for the City of Bellaire, Texas, to members of City Council. The report covered the period commencing October 1, 2015, and ending December 31, 2015. Topics highlighted from the report included a personnel review (vacancies) and an overview of revenues and expenditures for the City's operating funds (General Fund and Enterprise Fund). Assistant City Manager White advised that the City was on target with respect to both City funds as of the end of the first quarter.

   Andrew S. Friedberg, Mayor, opened the floor for questions from the City Council. Following questions, Mayor Friedberg asked if there was any objection to suspending the rule calling for a formal motion to accept the report into the record. Hearing no objection, Mayor Friedberg continued to agenda item E(3).

3. Presentation of a Report and Recommendations to City Council by a special committee (the "Committee") appointed by the Council to review the Rules of Procedure of the City Council of the City of Bellaire, Texas (the "Rules") and present any proposed revisions thereto; and consideration of and possible action on the Committee's recommendations as set forth therein: (a) adoption of the Committee's proposed rules to replace and supersede all prior Rules; and (b) adoption of an ordinance amending the Code of Ordinances of the City of Bellaire, Texas, for the purpose of repealing Section 2-3, Time and place for Council meetings, and Section 2-19, Consent agenda - Presented and submitted by Andrew S. Friedberg, Mayor, on behalf of the committee.

   Andrew S. Friedberg, Mayor, presented a report to members of the City Council on behalf of the special committee (the "Committee") appointed by the City Council to review the Rules of Procedure of the City Council of the City of Bellaire, Texas (the "Rules"), and present any proposed revisions. Members of the Committee included Mayor Friedberg and Council Members Trisha S. Pollard and David R. Montague.

   Mayor Friedberg opened the floor for questions from City Council. Upon determining that there were no questions, Mayor Friedberg asked if there was

any objection to suspending the rule calling for a formal motion to accept the report into the record. After noting no objection, Mayor Friedberg asked for consideration on each of the Committee's recommendations.

Before accepting a motion to adopt the proposed Rules, Mayor Friedberg advised that the City Council's existing Rules (Article 3, Section V) provided that the Rules could be amended only if such an amendment was introduced at the previous regular meeting of City Council and if the amendment received preliminary approval of City Council at such meeting. He noted that the Committee had suggested in its report that City Council suspend that rule in order to approve the proposed Rules this evening.

Motion:

To adopt a resolution of the City Council of the City of Bellaire, Texas, adopting the Committee's proposed Rules as the Rules of Procedure of the City Council of the City of Bellaire, Texas, replacing and superseding all prior Rules, and to suspend the existing rule under Article 3, General Rules of Procedure and Policies, Section V, Suspension and Amendment of Rules, that would prevent such adoption from taking effect immediately.

After noting no discussion, Mayor Friedberg called for a vote on the motion on the floor.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None
ABSENT:	None

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, amending the Code of Ordinances of the City of Bellaire, Texas, for the purpose of deleting Section 2-3, Time and place for Council meetings, and Section 2-19, Consent agenda.

Following discussion, Mayor Friedberg called for a vote on the motion on the floor.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

F. New Business:

1. Consent Agenda:

At the request of Gus E. Pappas, Council Member, item 1(d) was removed from the Consent Agenda and considered separately.

a. Approval of Minutes:

Consideration of and possible action on the approval of the minutes of the following sessions of the City Council of the City of Bellaire, Texas:

i. Mayor and Council - Reception for Outgoing Members - Dec 21, 2015 6:15 PM

ii. Mayor and Council - Regular Session - Dec 21, 2015 7:00 PM

iii. Mayor and Council - Council Installation - Jan 4, 2016 7:00 PM

Submitted by Tracy L. Dutton, City Clerk.

b. Code Suspension:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Optimist Club of Bellaire to hold their Annual Barbecue (BBQ) Fundraiser in the Feld Park parking lot located at 6406 Avenue B, Bellaire, Texas, from February 4, 2016, to February 7, 2016, said suspension to commence at 11:00 p.m. and terminate at 5:00 a.m. on the evenings and/or early mornings of Thursday, February 4, 2016, Friday, February 5, 2016, Saturday, February 6, 2016, and Sunday, February 7, 2016 - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation and Facilities, on behalf of the Optimist Club of Bellaire.

c. Authorized Representatives:

i. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the Texas Local Government Investment Pool (TexPool/TexPool Prime), withdrawing funds from TexPool/TexPool Prime, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted By Diane K. White, Assistant City Manager.

ii. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexSTAR Local Government Investment Pool (TexSTAR), withdrawing funds from TexSTAR, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

iii. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexasTERM Local Government Investment Pool (TexasTERM), withdrawing funds from TexasTERM, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

Motion:

To adopt the Consent Agenda dated January 25, 2016.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	David Montague, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

d. Waiver of Fee(s):

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 the issuance of Community Event Sign permits - Submitted by John McDonald, Director of Development Services.

Motion:

To authorize the City Manager of the City of Bellaire, Texas, to waive the $30.00 administrative fee charged for the issuance of Community Event Sign permits.

Discussion ensued among members of City Council regarding the motion on the floor. Following discussion, Mayor Friedberg called for a vote on the motion.

RESULT	**APPROVED [6 TO 1]**
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	David R. Montague, Council Member
AYES:	Friedberg, Reed, Pollard, McLaughlan, Fife, Montague
NAYS:	Pappas

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

a. Consideration of and possible action on a recommendation from the Bellaire Public Works Department for City Council approval, by ordinance, of an amendment to a Contract and Agreement for Engineering Services by and between HDR Engineering, Inc., and the City of Bellaire, Texas, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project and authorization for the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract amendment proposal with HDR for additional engineering design and construction phase services - Submitted by Brant Gary, Director of Public Works.

Brant Gary, Director of Public Works, summarized the agenda item before City Council and **Paul A. Hofmann, City Manager**, provided background information related to the agenda item.

Motion:

To approve a recommendation from the Bellaire Public Works Department for City Council approval, by ordinance, of an amendment to a Contract and Agreement for Engineering Services by and between HDR Engineering, Inc., and the City of Bellaire, Texas, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project and to authorize the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract amendment proposal with HDR for additional engineering design and construction phase services.

Following questions from members of City Council regarding the contract amendment proposal, Mayor Friedberg called for a vote on the motion on the floor.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David R. Montague, Council Member
SECONDER:	Gus E. Pappas, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague

b. Consideration of and possible action on a recommendation from the Bellaire Public Works Department to award Bid No. 16-002, Rebuild Bellaire Phase Five-B Reconstruction Project, to Reytec Construction Resources, Inc., in an amount not to exceed $8,393,297.00 and to adopt 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, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement with Reytec Construction Resources, Inc., for said project in an amount not to exceed $8,393,297.00 - Submitted by Brant Gary, Director of Public Works.

A brief introduction of the agenda item was provided by **Brant Gary, Director of Public Works**, and a statement offered by **Paul A. Hofmann, City Manager**, advising the City Council that upon conclusion of the Rebuild Bellaire Phase Five B Reconstruction Project, the Rebuild Bellaire Program and associated funding authorized by the voters in 2005 would end.

Motion:

To approve a recommendation from the Bellaire Public Works Department to award Bid No. 16-002, Rebuild Bellaire Phase Five B Reconstruction Project to Reytec Construction Resources, Inc. ("Reytec"), in an amount not to exceed $8,393,297.00 and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor and 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 Reytec for said project in said amount.

Following discussion among members of City Council, **Andrew S. Friedberg, Mayor**, called for a vote on the motion on the floor.

RESULT:	**ADOPTED [6 TO 1]**
MOVER:	David R. Montague, Council Member
SECONDER:	Gus E. Pappas, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, Fife, Montague
NAYS:	McLaughlan

c. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-year period - Submitted by Larry Parks, Director of Information Technology.

Larry Parks, Director of Information Technology, provided an overview of services and costs associated with a contract that he recommended the City of Bellaire enter into with Meriplex Communications, Ltd., for hosted telephone exchange services (cloud-based services).

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, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-year period.

Following questions from members of City Council, **Andrew S. Friedberg, Mayor**, called for a vote on the motion on the floor.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague

3. Item(s) for Individual Consideration:

a. Discussion regarding the potential closure of certain streets along the feeder roads to see if there is a general consensus to direct the City Manager and staff to determine procedures and costs to proceed - Submitted by Roman F. Reed, Mayor Pro Tem.

Roman F. Reed, Mayor Pro Tem, introduced the agenda item he had requested to members of City Council. Mayor Pro Tem Reed indicated that he was interested in seeing if there was a general consensus among the members of City Council to direct the City Manager and staff to determine procedures and costs to proceed with the potential closure of streets at the feeder roads on both sides of Loop 610. Mayor Pro Tem Reed indicated that it was not his intent to suggest the closure of major and minor thoroughfares, such as Fournace Place, Bissonnet Street, Bellaire Boulevard, Jessamine Street, or Evergreen Street. He referenced crime in areas of the City close to the feeder roads and advised that his intent was to provide the most secure and safest environment for residents.

David R. Montague, Council Member, indicated that he had not seen data of any significance to suggest that closing streets at the feeder roads along Loop 610 was a good plan.

Gus E. Pappas, Council Member, referenced the lack of empirical evidence that the closure of streets at Loop 610 would reduce crime in the City. He noted the inconvenience to residents and possible displeasing aesthetics as a result of devices that would have to be installed to close the streets.

Andrew S. Friedberg, Mayor, agreed that crime would not be solved by closing residents' access to the freeway and expressed concern and displeasure that residents were being given the idea that Bellaire was experiencing a crime wave.

Trisha S. Pollard, Council Member, advised that she did not believe closing off streets at the freeway would have the effect that Mayor Pro Tem Reed was hoping for. She also referenced the ability to get to the freeway as a positive amenity for many residents.

Michael Fife, Council Member, advised that she also did not believe closing off streets at the freeway would prevent any kind of crime. She expressed concern as to the impact such street closures would have on first responders and inconveniencing residents.

Pat McLaughlan, Council Member, advised that he was highly against the closure of streets at the feeder roads along Loop 610.

b. Discussion and possible action to direct City Staff to: (1) prepare a budget amendment for City Council consideration that would allow for the construction of new water lines, as needed, within the FY 2016 budget; (2) to conduct an evaluation of City water lines to define locations of high failure rates of other lines in addition to the 5200 block of Grand Lake Street; (3) to replace water lines in the 5200 block of Grand Lake Street and any other lines that have exhibited high failure rates; and (4) to conduct an engineering analysis to define failure cause and corrective action for new water line construction - Submitted by Pat B. McLaughlan, Council Member.

Motion:

To direct City Staff to: (1) prepare a budget amendment for City Council consideration that would allow for the construction of new water lines, as needed, within the FY 2016 budget; (2) conduct an evaluation of City water lines to define locations of high failure rates of other lines in addition to the 5200 block of Grand Lake Street; (3) replace water lines in the 5200 block of Grand Lake Street and any other lines that have exhibited high failure rates; and (4) conduct an engineering analysis to define failure cause and corrective action for new water line construction.

{Motion by Pat B. McLaughlan, Council Member, and second by David R. Montague, Council Member}

Discussion ensued among members of City Council regarding the motion on the floor. Following discussion, an amendment was offered by Gus E. Pappas, Council Member.

Amendment (No. 1) to Main Motion:

To amend the motion such that City Staff would be directed to: (1) prepare a budget amendment for City Council consideration that would allow for the replacement of water lines in the 5200 block of Grand Lake Street; (2) conduct an evaluation of City water lines to define locations of high failure rates; and (3) conduct an engineering analysis to define failure cause and corrective action for new water line construction.

{Amendment by Gus E. Pappas, Council Member, and second by Roman F. Reed, Mayor Pro Tem}

Andrew S. Friedberg, Mayor, recognized **Paul A. Hofmann, City Manager**, to provide perspective and additional information before discussion of the amendment on the floor. City Manager Hofmann indicated that the City had existing funds (in a water line replacement CIP account) for the design and replacement of the water lines in the 5200 block of Grand Lake; therefore, a budget amendment would not be required to replace those lines.

Prior to further discussion, an amendment (no. 1A) to the amendment (no. 1) to the main motion was offered by David R. Montague, Council Member.

Amendment (No. 1A) to Amendment (No. 1) to Main Motion:

To amend the amendment to the motion such that City Staff would be directed to replace the water lines in the 5200 block of Grand Lake Street using existing funds.

RESULT:	**APPROVED [6 TO 1]**
MOVER:	David R. Montague, Council Member
SECONDER:	Gus E. Pappas, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, Fife, Montague
NAYS:	McLaughlan

Mayor Friedberg called for a **vote on Amendment (No. 1), as amended, to**

the Main Motion. Discussion ensued among members of City Council prior to the vote.

RESULT:	**APPROVED [5 TO 2]**
MOVER:	Gus E. Pappas, Council Member
SECONDER:	Roman F. Reed, Mayor Pro Tem
AYES:	Friedberg, Pollard, Pappas, Fife, Montague
NAYS:	Reed, McLaughlan

Following the vote on Amendment (No. 1), as amended, to the Main Motion, Mayor Friedberg called for a vote on the main motion, as amended.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	Pat B. McLaughlan, Council Member
SECONDER:	David R. Montague, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague

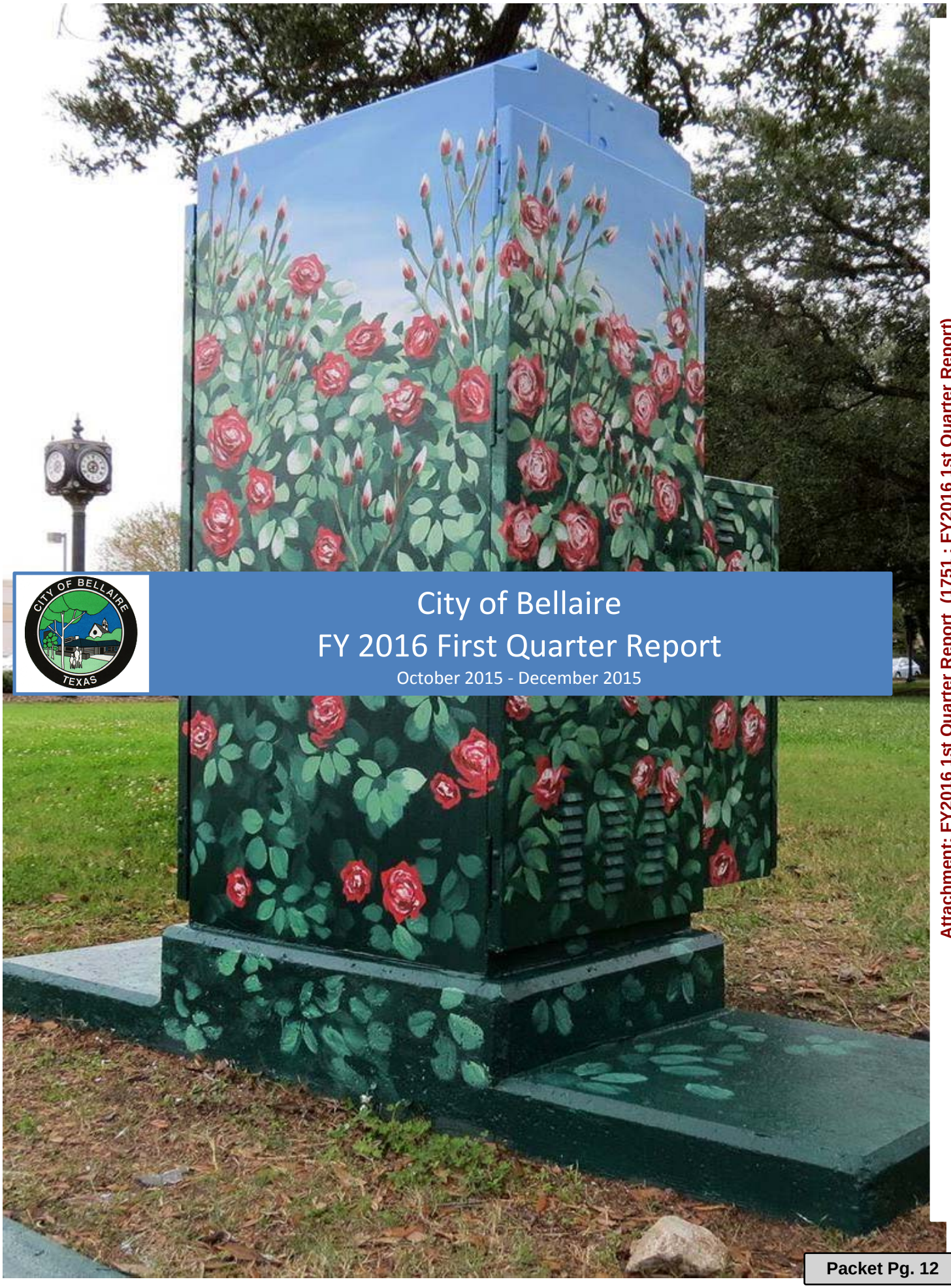
G. Items for Future Agendas; Community Interest Items from Mayor and City Council:

Roman F. Reed, Mayor Pro Tem, requested an item on the next agenda for a record voice vote by each member of City Council to direct City Staff to determine procedures and costs to close all residential streets along the Loop 610 feeder roads with the exception of Fournace Place, Bissonnet Street, Bellaire Boulevard, and Evergreen Street, and to set up a Town Hall Meeting soon after to gain residents' input on such matter, leading to a vote on the next Council meeting following the Town Hall Meeting.

Community interest items from the Mayor and City Council included expressions of appreciation to Assistant City Manager Diane K. White and former Chief Financial Officer Linda Symank for the financial presentation they made to Council Member Pollard; expression of appreciation for the street sweepers; announcement of the opening of a new restaurant in Bellaire, Enoteca Rossa; recommendation of the Genesis Steakhouse, the host of a recent Bellaire Business Association Luncheon; expression of congratulations to the Parks and Recreation Advisory Board for a successful community meeting on the proposed Master Plan for Evergreen Park; and reminders to attend the Bellaire Police Winter Community Meeting on Thursday and the State of the City Meeting on Monday, February 1, 2016.

H. Adjourn.

Andrew S. Friedberg, Mayor, announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 10:22 p.m. on Monday, January 25, 2016.



City of Bellaire
FY 2016 First Quarter Report

October 2015 - December 2015

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

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Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Personnel Analysis

In the first quarter, we had ten separations—including two retirements and two due to promotion—and nine new hires - (see chart below). As of December 31, 2015, we had 22 vacancies; however, we have hired one police officer, one firefighter paramedic, one senior accountant, and two Public Works Solid Waste employees.

The Fire department is fully staffed and the Police department is down to one vacancy in sworn positions. Also, at the time of this report, the Chief Financial Officer announced a January 15, 2016 retirement date.

The market adjustment approved by City Council was implemented with the first payroll in October which moved the pay plan by 1.5%.

Step increases effective the beginning of the second quarter will be reflected in the second quarter report.

1st Qtr New Hires	1st Qtr Separations
3 Police Officers (1 rehire; 1 promotion)	1 Librarian
3 Laborers	2 Equipment Operators
1 Equipment Operator	2 Laborers (1 retired)
1 Administrative Assistant (CMO)	1 Firefighter Paramedic
1 Sr. Human Resources Generalist (promotion)	1 Senior Accountant
	1 Administrative Services Manager (PW)
	1 Administrative Assistant - Parks (promoted to HR Generalist)
	1 Communicates Officer (promoted to Police Officer)

Department Vacancies					
Department	Adopted Budgeted Positions	12/31/2015	3/31/2016	6/30/2016	9/30/2016
General Fund					
City Manager's Office	10	0			
Finance	9	1			
Development Services	8	1			
Fire	24	1			
Police	59.5	5			
Parks, Rec., & Facilities	22.5	1			
Library	7.5	1			
Public Works	9	3			
Enterprise Fund					
Water	8	2			
Wastewater	11	3			
Solid Waste & Recycling	13	4			
Total	183.5	22			

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

General Fund

The General Fund is projected to end FY 2016 with a fund balance of $4,308,056. The beginning balance for FY 2016 has been adjusted to reflect FY 2015 year end actuals.*

General Fund FY 2016 1st Quarter Revenue & Expenditure Report			
	Adopted Budget	Year to Date (Unaudited)	Projections
Beginning Balance	**5,175,257**	**5,604,047**	**5,604,047**
Revenue	19,047,107	4,309,072	19,047,107
Expense	20,343,098	5,161,751	20,343,098
Ending Balance	**3,879,266**		**4,308,056**

The projected ending balance is greater than budgeted by $428,790.

Based on the first quarter, actual revenues in the general fund are under the allocated budget by $655,614. The allocated budget is based on the average revenues received over five years. The reason for this higher variance is due to the timing of December property tax receipts. Payment for property taxes were received and booked in January 2016. Actual revenues received to adopted budget are right on target for this time of the year at 23% of overall revenue received through December 31, 2015.

First quarter expenditures for budget to actual are also right on target at just over 25% expended. Based on the five year average of expenditures the actual spent to the allocated budget under by $158,881. A majority of this is reflected in the allocated budget for salary and benefits. However, actual to budget expended is right at 26%.

Based on this we expect to end the FY 2016 budget year on target.

*This note is for purposes of explaining the year to date column above with a revised unaudited beginning balance. During the FY 2015 fourth quarter report it was reported that the General fund expenditures came in under projections by $357,979 at $16,669,028, 98% of budget. Revenues came in at $17,594,534 which is $15,512 more than projected.

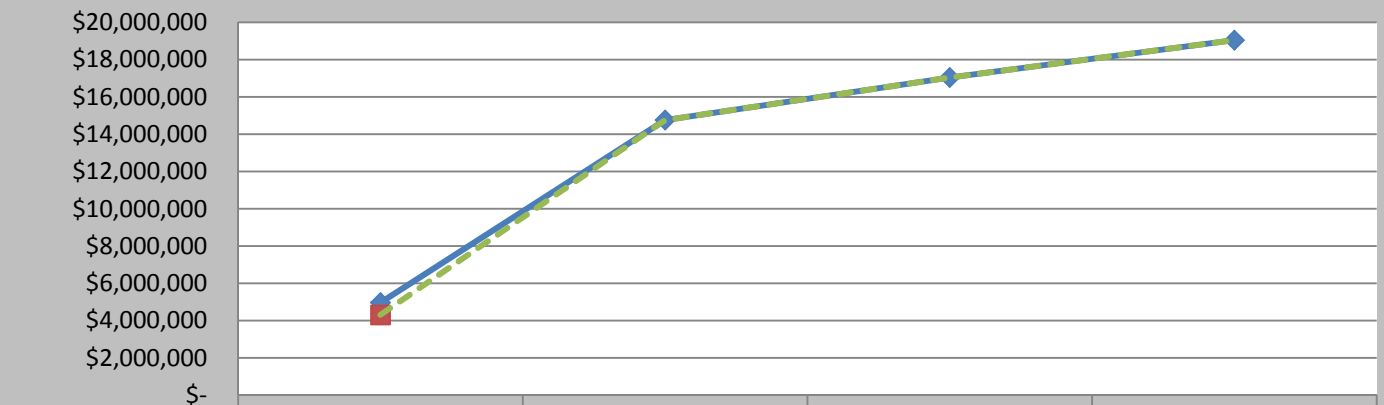
Including the increase in revenues, the fund balance increased $373,491 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of $373,491 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the “catchup” needed for the vehicle and equipment replacement plan.
- Increase the contribution to the general fund transfer to the CIP.

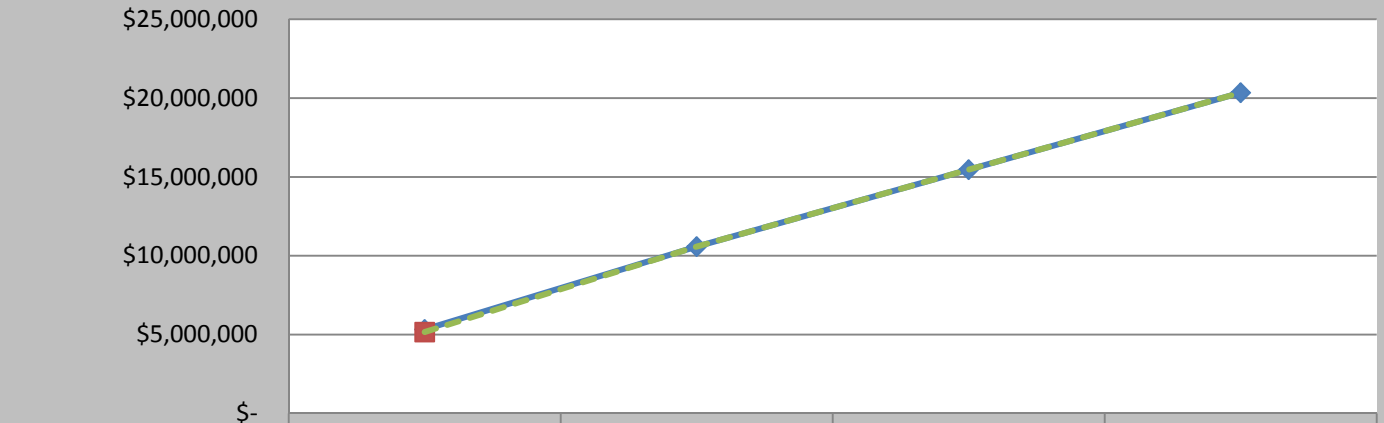
Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

General Fund Revenue Chart



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Budget	$4,964,686	$14,759,984	$17,041,915	$19,047,107
Year to Date	$4,309,072			
Projection	$4,309,072	$14,759,984	$17,041,915	$19,047,107

General Fund Expenditure Chart



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$5,320,633	$10,578,411	$15,460,754	$20,343,098
Year to Date	$5,161,751			
Projection	$5,161,751	$10,578,411	$15,460,754	$20,343,098

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

General Fund
FY 2016 Revenue & Expenditure Report by Department

	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 Year to Date (Unaudited)	% of Amended Budget (Collected/Spent)	FY 2016 Projected Budget
Revenue					
Current Property Taxes	11,359,339	11,359,339	2,543,642	22.39	11,359,339
Franchise Taxes	1,397,000	1,397,000	401,106	28.71	1,397,000
Sales Tax	2,454,118	2,454,118	592,864	24.16	2,454,118
Permits	747,750	747,750	148,574	19.87	747,750
Fees	331,900	331,900	81,672	24.61	331,900
License	2,900	2,900	90	3.10	2,900
Intergovernmental	2,800	2,800	0	0	2,800
Rental	27,200	27,200	6,051	22.25	27,200
Aquatics	330,000	330,000	10,823	3.28	330,000
Program Fees	172,500	172,500	21,881	12.68	172,500
Athletics	358,000	358,000	47,942	13.39	358,000
Other Fees	16,500	16,500	2,592	15.71	16,500
Public Safety	382,300	382,300	93,440	24.44	382,300
Other Revenue	4,500	4,500	971	21.58	4,500
Fines	766,500	766,500	169,374	22.10	766,500
Investment Earnings	32,500	32,500	7,669	23.60	32,500
Misc.	27,300	27,300	23,563	86.31	27,300
Business Enterprise Transfer	634,000	634,000	156,817	24.73	634,000
Total	**$ 19,047,107**	**$ 19,047,107**	**$4,309,071**	**22.62%**	**$ 19,047,107**
Expenditures					
Administration	2,391,824	2,391,824	808,842	*33.82	2,391,824
Legal Service	100,000	100,000	8,303	8.30	100,000
Finance	1,153,645	1,153,645	282,061	24.45	1,153,645
Development Services	895,092	895,092	181,219	20.25	895,092
Fire	2,727,055	2,727,055	697,073	25.56	2,727,055
Police	5,398,444	5,398,444	1,407,954	26.08	5,398,444
Parks, Rec., & Facilities	3,489,860	3,489,860	749,176	21.47	3,489,860
Library	676,833	676,833	174,954	25.85	676,833
Public Works	1,126,345	1,126,345	262,265	23.28	1,126,345
Transfer Out	2,384,000	2,384,000	589,900	24.74	2,384,000
Total	**$ 20,343,098**	**$ 20,343,098**	**$5,161,747**	**25.37%**	**$ 20,343,098**
Revenues/Expenditures	**($1,295,991)**	**($1,295,991)**	**($852,679)**		**($1,295,991)**

'* Administration includes Human Resources, IT, City Clerk, Project Management and City Manager's Office. Administration is tracking higher than others due to the annual payments to software providers for maintenance and subscription based services and due to the payment of the City's property, auto and liability insurance which was paid in the first quarter.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Enterprise Fund

The Enterprise Fund is projected to end the FY 2016 with a fund balance of $1,343,223, which is $232,814 more than budgeted. This is due to expenditures coming in less than budgeted for FY 2015.*

Enterprise Fund FY 2016 1st Quarter Revenue & Expenditure Report			
	Adopted Budget	Year to Date (Unaudited)	Projections
Beginning Balance	**$ 2,089,955**	***2,322,769**	**2,322,769**
Revenue	7,746,600	1,935,652	7,746,600
Expense	8,726,146	2,133,574	8,726,146
Ending Balance	**$ 1,110,409**		**1,343,223**

Overall revenues are under the average five year of revenues collected for the first quarter by $99,270. This is mainly due to water revenues being under their allocated budget. For the first quarter of FY 2015, the City had 13.03 inches of rain compared to the 36.83 for the first quarter of FY 2016. Overall actual revenues collected to budget is at 25% for the first quarter, which is right on target.

Enterprise Fund expenditures are right on target just over the allocated budget by $2,710.

*This note is for purposes of explaining the year to date column above with a revised unaudited beginning balance. Enterprise fund expenditures came in under projections by $294,641 at $7,950,972, 90% of budget

Revenues came in at $35,172 less than projected at $7,130,720.

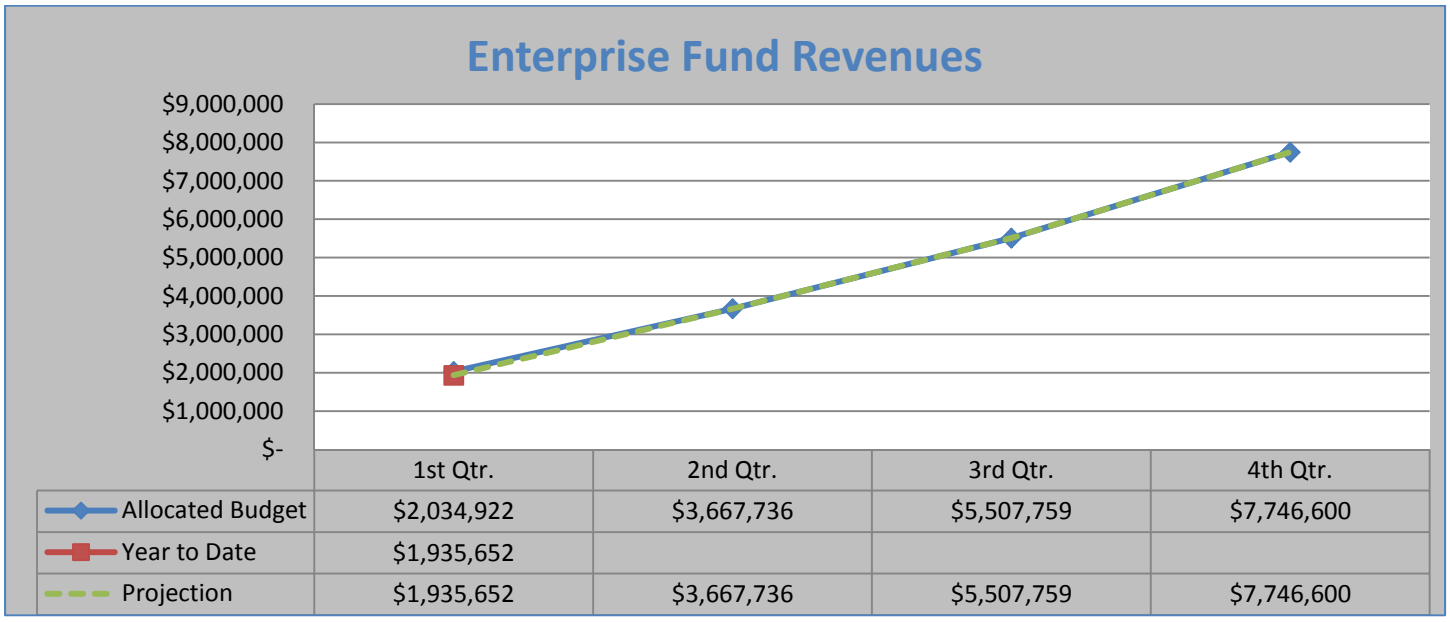
Including revenues, the fund balance increased $259,469 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of $259,469 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the “catchup” needed for the vehicle and equipment replacement plan.
- Increase the contribution to the enterprise fund transfer to the CIP.

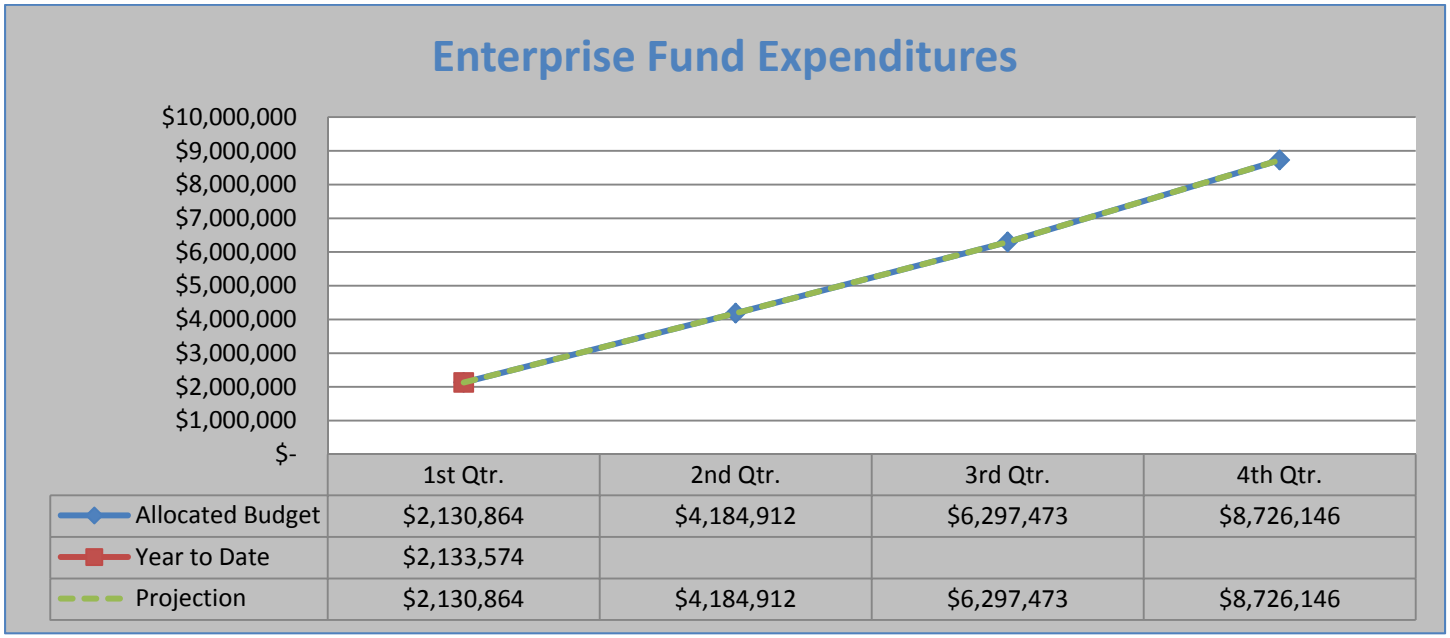
Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Enterprise Fund Revenue Chart



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$2,034,922	$3,667,736	$5,507,759	$7,746,600
Year to Date	$1,935,652			
Projection	$1,935,652	$3,667,736	$5,507,759	$7,746,600

Enterprise Fund Expenditures



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$2,130,864	$4,184,912	$6,297,473	$8,726,146
Year to Date	$2,133,574			
Projection	$2,130,864	$4,184,912	$6,297,473	$8,726,146

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Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Enterprise Fund FY 2016 Revenue & Expenditure Report by Department				
	FY 2016 Adopted Budget	FY 2016 Year to Date (Unaudited)	% of Adopted Budget (Collected/Spent)	FY 2016 Projected Budget
Revenue				
Water Sales	3,683,900	934,437	25.37	3,683,900
Waste Water Service	2,270,000	554,017	24.41	2,270,000
Solid Waste – Garbage & Brush Pickup	1,675,500	418,409	24.97	1,675,500
Miscellaneous	117,200	28,789	24.56	117,200
Total	**$ 7,746,600**	**$ 1,935,652**	**24.99%**	**$ 7,746,600**
Expenditures				
Water Production	499,985	110,604	22.12	499,985
Water Distribution	584,449	126,176	21.59	584,449
Surface Water	1,833,300	559,043	*30.49	1,833,300
Wastewater Collection	579,321	89,315	15.42	579,321
Wastewater Treatment	877,399	225,818	25.74	877,399
Solid Waste – Garbage & Brush Pickup	1,399,122	285,303	20.39	1,399,122
Utility Billing	256,470	67,869	26.46	256,470
Transfers Out/Other	2,696,100	669,442	24.83	2,696,100
Total	**$ 8,726,146**	**$2,133,570**	**24.45%**	**$ 8,726,146**
Revenues/Expenditures	**($979,546)**	**($197,918)**		**($979,546)**

* This note is to explain why the Surface water division is tracking higher than others. Two expenditures are reflected in this budget which are purchase of ground water credits and the purchase of water from the City of Houston. This is due to the payment of the City's ground water credits which takes place in the first quarter. The purchase of the water from the City of Houston is right on track at 23%.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Management & Capital Improvement Projects

During the budget process Council was presented with the Management Projects developed to provide service enhancements and review and develop policies which will allow the City to become more efficient. Council was also presented with the FY 2016 Capital Projects which have been designed to meet today's infrastructure needs as well as those of the future. Outlined below are the milestones completed in the first quarter.

Management Projects

MP 1601 – Manage Turnover, Effectively Recruit & Fill Public Safety Positions:

Implemented 1.5% pay plan market adjustment increase, which was initially payable the first pay period of FY 2016. A salary and incentive survey was prepared by the team and sent out to select benchmark organizations for completion. As surveys are returned, data is being compiled to develop a report and presentation for the February 15, 2016 City Council Meeting. (See also MP 1608)

MP 1602 – Enhance Public Safety Communication & Outreach:

The Citizen Survey preparation is in progress, and Council will receive information on the initial survey at the February 15, 2016 City Council meeting. The Guide to Bellaire has been completed and will be made available at the State of the City on February 1, 2016 during the Open House to be held that evening. In addition, all new residents will receive the guide once they sign up for their utility account. Planning for the State of the City began in December and the upcoming Communication Team meetings will be devoted to that event. The Bellaire Leadership Class, or Bellaire Basics, is being developed. Planning for Family Safety Day has also begun and the event is scheduled for April 23, 2016.

MP 1603 – Develop Keep Bellaire Beautiful Presence / Organizational Plan:

The Beautification Team is working to establish processes that will refine the Resident Request Tracker program both internally and externally. This process will lead the team into revitalizing and re-educating the employees on the Field Observation Program. Members of the team have met with utility representatives to keep the connection open and will continue to meet at least quarterly. Landscape contract administration relations have improved and more detail has been given to the landscaping in the City Right of Ways. The team will continue to move forward with discussions and plans of the team to tour the city and identify beautification needs from a staff perspective. The team has also collaborated with the Bellaire Arts Board on seasonal banners and will continue to work with them on other beautification projects as they arise. We will be enhancing and building on the holiday decoration plan as we begin to prepare for the upcoming budget year. (See also MP 1607)

MP 1604 – Improve Project Management & Reporting:

The proposed FY 2016 Capital Improvement Plan is in development with the relevant City Departments actively participating. A Capital Improvement Project Update section of the Notify Me system is in place, and its use will continue to grow as citizens are made aware of it through community meetings and other communications. Updated and expanded information for the Projects section of the City of Bellaire website have been developed and will be implemented during the second quarter of FY 2016. Project reporting focus has been on providing consistent and timely updates to Owners, Stakeholders, City Administration, etc.

MP 1605 – Ensure Smooth Transition from Construction through Management / Programming and Maintenance of Evelyn's Park:

The soils condition issue has been resolved, with Council approval of the change order necessary to amend the project scope. Construction is anticipated to be complete in August 2016 although the project has experienced an additional 15 days of delay due to inclement weather as of the end of December. The Evelyn's Park Conservancy Board is actively pursuing fundraising strategies and events planning, as reported to Council at the most recent Evelyn's Park quarterly report. The City Manager attends the bi-weekly meetings of the Board. Representatives of Evelyn's Park Building

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Committee meet each week with the Project Manager and/or the Construction Manager to receive updates. Staff has provided Evelyn's Park Conservancy Board with a draft of possible park rules and operational rules to consider.

MP 1606 – Implement Block Inspections:

Field inventory work is in progress, though it is not yet complete. The street surface inspection criteria will be complete in January 2016. Work order criteria should be complete in April 2016. Field testing and work orders should be implemented in April 2016. Complete data collection is on schedule for May 2016.

MP 1607 – Improve Appearance and Management of Public Grounds & Rights-of-Ways:

The Cultural Arts Board feedback on seasonal banners has been received and implemented. Parks and Recreation Advisory Board has suggested playground improvements at Mulberry Park. Staff periodically meets with Citizens for a Beautiful Bellaire while they complete their project recommendation. (See also MP 1603)

MP 1608 – Implement Market Adjustment to Maintain Competitiveness:

Implemented 1.5% pay plan market adjustment increase, which was initially payable the first pay period of FY 2016. A salary and incentive survey was prepared by the team and sent out to select benchmark organizations for completion. As surveys are returned data is being compiled to develop a report and presentation for the February 15, 2016 City Council Meeting. (See also MP 1601)

MP 1609 – Implement Solid Waste Routing Efficiency Improvements / Eliminate the General Fund Subsidy:

The household hazardous waste voucher program agreement with the City of Houston is in the process of being executed by the City of Houston.

MP 1610 – Amend Park & Development Services Fees to More Equitably Distribute Cost Burden / React to Market Conditions:

Development Services and Parks, Recreation and Facilities have implemented the approved fee increases.

MP 1611 – Implement Fully Funded Vehicle / Equipment Replacement Fund Catchup:

With the adoption of the FY 2016 Budget, the implementation of this program is underway. Council approved the purchase of several police vehicles on January 4, 2016. Public Works, Development Services and Parks, Recreation and Facilities are scheduled to bring forth their vehicle recommendations to City Council on February 15, 2016.

MP 1612 – Conduct Water and Wastewater Rate Analysis / Prepare for FY 2017 Implementation:

The team determined that the Public Utility Commission (PUC) will provide a rate study at no cost to the City. The team met with the consultant from the PUC regarding scope and requirements and provided the requested documents to the consultant in January 2016. The rate study will take up to 60 days to complete, and is expected in March 2016.

MP 1613 – Network and Data Management:

Presentation to Council on off-premises telephone services occurred on December 7, 2015, with Council consideration planned for January 25, 2016. Remote access to network resources is on hold due to concerns from the virus activity over Veterans Day. Implementation of a managed wireless network has been accelerated, and all stated facilities will be complete in January 2016.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Capital Projects

Rebuild Bellaire Phase 5A:

Total Contracting Limited (TCL) is the contractor. The 500 block of College, the 5300 - 5400 blocks of Pocahontas and the 5100 block of Evergreen are substantially complete and open to traffic. The 5100 - 5200 blocks of Pocahontas are scheduled to be complete by the end of January 2016. Fifth Street is scheduled to be completed by the end of February 2016. The 4700 - 4900 blocks of Bellview are under construction and scheduled to be completed, along with the 4900 block of Wellford by the end of June 2016. Anticipated completion of the entire project is mid-August 2016.

Rebuild Bellaire Phase 5B:

Bids were received December 17, 2015. Award of the construction contract will be presented to City Council on January 25, 2016 for consideration. Construction is expected to begin in March 2016 with completion in June 2017. A community meeting was held on January 21, 2016 in the Civic Center.

FY 2014 Pavement Management (Construction):

AAA Asphalt Paving, Inc. is the contractor. All work that was part of the original contract has been completed. The contractor and ARKK Engineers, Inc. have met and developed a punch list of items to be addressed. Due to available budget, the contractor was given the notice to proceed on the 5300 - 5400 blocks of Pine Street. This was initially an add alternate to the FY 2015 project but was not awarded due to budget constraints. The contractor mobilized on this section the week of December 28, 2015. Completion is expected by the end of January 2016.

FY 2015 Pavement Management (Construction):

AAA Asphalt Paving, Inc. is the contractor and they are currently completing the additional work added to the FY 2014 Pavement Management Project. They will begin construction on the FY 2015 Pavement Management Project once that work is completed.

FY 2016 Pavement Management Program:

ARKK Engineers, Inc. is currently developing base maps and will have the street and sidewalks evaluated by the end of January 2016. Design for the project is underway and bidding for the construction is expected later in FY 2016.

FY 2014 Street Marking Replacement:

Batterson, Inc. is the contractor. All work has been completed and the contractor is completing the closeout documentation. We are currently evaluating the use of savings in this contract to remove the old paint from selected curbs.

Storm Water Drainage Plan:

A meeting has been requested with Harris County Flood Control District to seek participation and collaboration. Modeling of the infrastructure is ongoing, as well as the **Tropical Storm Allison Recovery Project** (TSARP) data analysis.

Wastewater Treatment Plant Fine Screen Building Replacement:

Replacement of fine screens is now complete. Revised specifications and drawings for the building are being developed. Construction is scheduled to be completed by the end of March 2016.

Citywide SCADA Systems Upgrade Project Phase 1:

The Supervisory Control and Data Acquisition (SCADA) system for the Bellaire Water Plant and Feld Water Plant is now operational and working. Cellular communication equipment has been installed at the three water plants (Central, Feld Park and Renwick) and the three remote wastewater lift stations (Bellaire, Rice and Wendell) in anticipation of further improvements at those sites. The City Engineer is soliciting quotes to perform Phase 1 work. Phase 1 improvements, which include software development and programming, are scheduled to be completed by April 2016.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Citywide SCADA Systems Upgrade Project Phase 2:

The design and scoping for this project is scheduled to begin in April 2016 after the Phase 1 improvements are in place and operational.

Wendell & Bellaire Lift Station Rehabilitation Program Phase 1:

The Bellaire Lift Station was flooded and inoperable for several weeks due to the May 2015 flood event, and the FY 2015 funding has been reallocated to the flood damage repairs for items not covered by insurance. The total estimated cost for repairs for Bellaire Lift Station is approximately $215,000, which would be funded with insurance proceeds and $50,000 from the FY 2015 CIP Project. The most recent estimate for repairs presented to Council was $167,000 but repairs to the leak in the well wall, control panel for Pump #3 and Pump #1 itself increased costs to approximately $215,000. Texas Municipal League (insurance) is still evaluating the final portion of our claim. Wendell Lift Station repairs will be addressed under Phase 2 in the approved FY 2016 CIP.

Wendell & Bellaire Lift Station Rehabilitation Program Phase 2:

The design of the rehabilitation of the Wendell Street Lift Station is underway and is tentatively scheduled to bid in March 2016.

Water Line Improvements Project:

A Absolute Plumbing, Inc. is the contractor, and the scope of work in the original contract is substantially complete. On December 18, 2015, a Change Order to the project was approved by Council adding the 5100 block of Grand Lake from S. Rice Avenue to Fifth Street. The contractor mobilized on December 28, 2015 for this portion of the project, and this work is scheduled to be completed by the end of January 2016.

Wastewater Collection Line Replacement:

Clean Serve has been contracted and the lines on the 5700 block of Innsbruck and the 500 block of Cascade are scheduled to be cleaned and televised.

Rehabilitation of the Renwick Ground Storage Tank:

The design of the tank rehabilitation is underway and is scheduled to be ready for bidding in April 2016.

Wastewater System Upgrades:

This project is currently in the scoping phase with ARKK and Public Works personnel. The project consists of several smaller parts that may be bid together or separately. The project design phase is scheduled to be complete by September 2016.

Evergreen Park Master Plan:

A preliminary plan has been completed and presented to City Council. The Parks and Recreation Advisory Board was scheduled for January 20, 2016 to receive and consider public comments. Clark Condon will present the process and the current status of the master plan at the public meeting.

Evelyn's Park Phase 1:

After an 8 week delay to determine a solution for the soil condition concerns plus an additional 4 weeks to accomplish the work, the original scope of construction is moving forward. The subsurface soil conditions have been remedied, and progress is ongoing on the underground utilities. Preparations have been made for construction of the western parking lot and the event center foundation. The project has experienced an additional fifteen days of construction delays due to inclement weather as of the end of December.

Bellaire Town Square Municipal Facilities Design & Library Conceptual:

PGAL is moving forward with the design phase. City Council approved entering into a contract with Christensen/ Horizon partnership for preconstruction services, and the contract is in place. Preparations are underway to present progress at the February 1, 2016 Open House and Town Hall Meeting, which will show the site plan, blocking diagrams, elevation options, and an updated cost estimate.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Park Improvement Projects:

The Holly Street project is complete. A ribbon cutting ceremony was held on January 12, 2016 at the western end of the esplanade and included Council Members, representatives from the Parks, Recreation and Facilities Department, the Communication and Special Events Team, and City Manager's Office, and numerous residents. This project also included funds for improvements to fencing in multiple parks, which has been completed, and improvements to Lafayette Park, which has also been substantially completed. Improvements to Lafayette Park included a new playground, new benches, tables, trash cans, a drinking fountain, and landscape improvements.

Nature Discovery Center Improvements:

The Nature Discovery Center plans are complete and have been reviewed by Development Services. Bids were sought and received in December 2015. Contractor selection interviews and evaluation also occurred in December 2015. The Nature Discovery Center board is finalizing the selection and a construction contract will be negotiated in January – February 2016.

Playground and Shade Structures:

Parks Board voted to focus funds for a new playground and shade shelter at Mulberry Park after reviewing the conditions at several of the City's parks. The Parks Superintendent is reviewing several playground options and will present them to the Parks Board on March 16, 2016.

Public Works Facility Assessment:

PGAL has completed the assessment which was accepted by City Council in November 2015. Based on the assessment, Council voted to demolish the Public Works Administration Building and to secure modular buildings for Public Works operations.

Regional Mobility Study:

The Mobility Study has been completed and was presented to Council on December 7, 2015.

ROW Analysis, Integration, & Planning Project:

An engineering proposal for this project is currently in development.

UV-T Infrastructure:

The UVT infrastructure project is on indefinite hold until funding is identified/acquired.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Trends

Development Statistics

	FY 2015 1st Quarter		FY 2016 1st Quarter	
	QTY.	Value	QTY.	Value
New Home Construction	25	$ 12,564,207.75	22	$ 11,061,147.00
Home Remodeling	93	$ 1,239,912.71	99	$ 1,344,702.00
New Commercial Construction	1	$ 9,358,460.00	0	$ 0.00
Commercial Remodeling	21	$ 1,659,019.52	20	$ 3,438,584.70
Demolition	19		18	

Crime Statistics

	October		November		December	
	FY 2015	FY 2016	FY 2015	FY 2016	FY 2015	FY 2016
Homicide	0	0	0	0	0	0
Sexual Assault	0	0	0	0	1	0
Robbery	4	1	0	1	0	1
Assault	2	5	0	2	3	5
Burglary Residence	1	5	11	4	2	8
Burglary Building	1	1	1	6	5	2
Theft	14	11	14	14	26	21
Motor Vehicle Theft	3	2	2	1	1	4

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Andrew S. Friedberg, Mayor
David R. Montague, Councilman
Trisha S. Pollard, Councilman

Special Committee on City Council Rules of Procedure

REPORT AND RECOMMENDATIONS TO CITY COUNCIL

On January 4, 2016, the City Council appointed a special committee (the "Committee") to review the Rules of Procedure for the City Council of the City of Bellaire, Texas (the "Rules") and present any proposed revisions thereto at the next regular meeting of the City Council. This was motivated by the fact that over a period of 20 years, no comprehensive review of the Rules had been undertaken. The result of the Committee's work is nothing short of a complete overhaul of the Rules as recommended in this report.

The Committee recommends that City Council:

1. Adopt the proposed rules ("Proposed Rules") attached hereto as Exhibit A.
2. Revise the Code of Ordinances (the "Code") by repealing:
   a. Sec. 2-3, *Time and place for council meetings*; and
   b. Sec. 2-19, *Consent agenda*.

For reference, a redline comparison of the Proposed Rules against the current Rules is attached hereto as Exhibit B.

DISCUSSION

1. Adopt the Proposed Rules attached hereto as Exhibit A.

Generally, the Committee's proposed changes (a) significantly reorganize the Rules document, (b) remove several instances of duplication, and (c) improve the text throughout. It is expected that most of the proposed changes are self-explanatory, but some merit specific mention:

- Art. 1, Sec. B, *Precedence of Authority* – updates the parliamentary authority to the current, 11th edition of Robert's Rules of Order Newly Revised.
- Art. 2, Sec. L, *Written Comments* – formalizes Council's new procedure for receiving written public comments in lieu of oral personal/audience comments at a meeting.
- Art. 2, Sec. S, *Conflicts of Interest* – distinguishes between business/real property conflicts of interest and personal conflicts, requiring affidavits only for the former category as required by law.

Attachment: Rules Committee Report (1783 : City Council Rules and Procedures)

- Art. 2, Sec. V, *City Attorney's Legal Memoranda* – formalizes Council's request for regular updates from the City Attorney, and provides that they be provided at least by each Friday before a regular session.

- Art. 3, *Meetings of the City Council* – clarifies the distinction between "sessions" and "meetings" as parliamentary terms, and defines different types of meetings; also, rules and procedures governing each of the different types of meetings are relocated to this article as an organizational improvement.

- Art. 3, Sec. A, *Regular Sessions* – provides flexibility in varying from the 7:00 pm start time, which will allow for 6:00 pm (or other) meetings (e.g., board interviews, public hearings) without requiring a separate, special session agenda to be posted, and furthermore, eliminating the gap of time that often occurs between meetings prior to 7:00 pm; also, provides for the automatic rescheduling of regular sessions falling on city holidays.

- Art. 3, Sec. B, *Special Sessions* – changes the number of Council members required to call a special session, to resolve a conflict between the current Rules and the City Charter.

- Art. 3, Sec. C.5., *Minutes of Workshops* – clarifies and formalizes the procedure for the taking of minutes in relation to workshops.

- Art. 3, Sec. E, *Town Hall Meetings* – replaces "town meetings" in the current Rules and establishes procedures for town hall meetings.

- Art. 3, Sec. G, *Annual State of the City* – separates out the annual state of the city as distinct from a town hall meeting (town meeting in the current Rules).

- Art. 4, Sec. E.10., *Community Interest Items from the Mayor and City Council* – removes "items for future agendas" from this order of business to better conform to the Texas Open Meetings Act (the "Act"), *but*, still expressly provides for any member of the City Council to make a report about an item of community interest and request that it be placed on a future agenda, all as set forth in the Act.

- Art. 5, *Rules Governed by Texas Open Meetings Act*, creates a new article essentially as a state law reference; several existing rules are based on the Act but the current Rules document doesn't make clear which ones and how they're related to the Act.

2. Revise the Code.

a. Repeal Sec. 2-3, *Time and place for council meetings*.

This section of the Code is in conflict with the Charter.

The Charter provides that "[t]he City Council shall meet regularly *at such times as may be prescribed by its rules*, but not less frequently than twice each month." *Charter, Article II, The Council, Section 15, Meetings of Council*. (emphasis added)

Section 2-3 of the Code, which specifies 7:00 pm on the first and third Mondays of each month as the time for regular sessions, conflicts with the Charter provision that the schedule be prescribed by the Rules.

As such, it should be repealed. Note that *Art. 3, Sec. A, Regular Sessions*, of the Proposed Rules, carries over from Code Section 2-3 the automatic rescheduling of regular sessions falling on city holidays, which is necessary because it is not provided elsewhere.

b. Repeal Sec. 2-19, *Consent agenda*.

The Committee submits that this section of the Code should be repealed because (i) the Rules alone are sufficient authority for the consent agenda and (ii) there are two provisions in the Code section the Committee deems undesirable.

First, Code Section 2-19 would seemingly require the inclusion of the consent agenda "as a part of *every* agenda for regular and/or special meetings [(sessions)] of the city council…." (emphasis added) This is not in keeping with past practice, and unnecessarily takes away flexibility in the use of the consent agenda.

Second, it provides for the removal of an item from the consent agenda for separate consideration only "[u]pon motion duly made and passed," rather than upon request of any one member of City Council. This is not consistent with past practice or even the current Rules, and the Committee favors continuing to allow any one member of City Council to remove an item from the consent agenda.

CONCLUSION

The Committee unanimously makes the recommendations set forth above, and further recommends that in adopting the Proposed Rules, Council suspend Article 3, Section V, of the current Rules, which would require preliminary approval of the Proposed Rules before they could be adopted at the following meeting. (Note that the Proposed Rules would eliminate that requirement for future rules revisions.)

A.S.F.
D.R.M.
T.S.P.

Exhibit A

Proposed Rules

Exhibit B

Redline Comparison of the Proposed Rules Against the Current Rules

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Exhibit A

Proposed Rules

CITY COUNCIL
OF THE
CITY OF BELLAIRE, TEXAS

RULES OF PROCEDURE

As of _____ ___, 2016

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

RULES OF PROCEDURE
OF THE CITY COUNCIL OF THE
CITY OF BELLAIRE, TEXAS
AS OF _____ ___, 2016

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These Rules of Procedure ("*Rules*") are adopted by the City Council of the City of Bellaire, Texas ("*City Council*"), effective as of _____ ___, 2016, and supersede the prior rules of procedure originally adopted February 12, 1996, together with the eight subsequent revisions thereto. The purpose of these *Rules* is to establish an orderly and effective set of procedures for conducting the meetings of the City Council.

ARTICLE 1.

AUTHORITY

Section A. City Council Determines its Own Rules.

The Charter of the City of Bellaire, Texas, as amended November 7, 2006 ("*City Charter*"), *Article II, The Council, Section 17, Rules of Procedure; Journal*, grants to the City Council the right to determine its own rules of procedure. These *Rules* are adopted by authority of that provision.

Section B. Precedence of Authority.

The precedence of authority in all matters associated with the meetings and activities of the City Council shall be: 1) the Constitution and laws of the United States of America; 2) the Constitution and laws of the State of Texas; 3) the *City Charter*; 4) the *Code of Ordinances of the City of Bellaire, Texas* ("*City Code*"); 5) these *Rules*; and 6) *Robert's Rules of Order Newly Revised 11th Edition* ("*Robert's Rules*").

ARTICLE 2.

GENERAL RULES OF PROCEDURE AND POLICIES

Section A. Recording and Broadcasting of Meetings.

Meetings of the City Council will generally be digitally recorded, and broadcast and available for replay on the City public access television channel and the City website.

Section B. Minutes of Meetings.

Minutes of all meetings of the City Council shall be open to public inspection. *City Charter, Article II, The Council, Section 17, Rules of Procedure; Journal*. Unless otherwise specifically requested by any member of the City Council with respect to any matter, such minutes shall concisely state all matters presented to the City Council for a vote and a record of the action taken.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

The City Clerk shall prepare and submit to the City Council by the end of the day on the Thursday preceding a regular session, or as soon thereafter as reasonably practicable but not later than 72 hours in advance, the minutes of the last regular session of the City Council.

Section C. Quorum.

A quorum of the City Council is four (4) members, of whom the Mayor shall be counted as one. *City Charter, Article II, The Council, Section 15, Meetings of Council*. The affirmative vote of four (4) members of the City Council shall be required for any main motion to pass, except as may be specified for certain motions by applicable rule or law requiring a greater number.

Section D. Absence of Mayor.

The Mayor Pro Tempore shall act in the absence of the Mayor. *City Charter, Article II, The Council, Section 5, Mayor Pro Tempore*.

Section E. Absence of Both Mayor and Mayor Pro Tempore.

In the absence of both the Mayor and the Mayor Pro Tempore at a meeting of the City Council, the member who holds the lowest numbered City Council position (i.e., position number 1, position number 2, etc.) among the members present shall preside over the meeting in their absence.

Section F. Attendance of City Manager or Assistant City Manager.

The City Manager or Assistant City Manager, unless excused, shall attend all City Council meetings and, upon request, shall make recommendations and take part in discussion. He or she shall orally provide periodic status reports on City affairs to the City Council and the public at such meetings.

Section G. Attendance of City Attorney.

The City Attorney or his or her designee, unless excused, shall attend all City Council meetings and shall provide opinions on questions of law. He or she shall orally provide periodic status reports on non-privileged legal matters to the City Council and the public at such meetings. The City Attorney or his or her designee shall also serve as parliamentarian and advise the City Council on procedural matters when requested.

Section H. Attendance of City Clerk.

The City Clerk or his or her designee, unless excused, shall attend all City Council meetings and shall keep all official minutes, electronic files and video and audio recordings of City Council proceedings.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Section I. Attendance of City Employees and Consultants.

The City Council may request, through the City Manager, that any City employee or consultant attend City Council meetings to present information relating to business before the City Council.

Section J. Individuals Presenting to City Council.

In the event individuals shall come before the City Council to make a presentation, the Mayor shall introduce the person making the presentation or invite that person to introduce him or herself.

Section K. Rules Governing Personal/Audience Comments.

It is the desire of the City Council to hear from the residents of Bellaire and other interested persons, and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall govern personal/audience comments at regular sessions (or, as the case may be, special sessions) of the City Council.

1. Mayor to State Rules.

Immediately preceding the opening of personal/audience comments, the Mayor shall summarize briefly the rules governing personal/audience comments.

2. Mayor Shall Recognize Individual Speakers.

All individuals desiring to address the City Council must submit to the City Clerk a request to speak on a sign-up sheet prior to the time for personal/audience comments. Each speaker must first be recognized by the Mayor and shall give his or her name. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.

3. Time Limit.

Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. In the event of pressing business before the City Council or matters requiring its immediate attention or action, the City Council may, prior to the opening of audience comments, set a different maximum time limit for each speaker by a vote of four (4) members of the City Council.

4. Subjects Introduced by the Public During a Meeting of City Council.

The Texas Open Meetings Act, *Texas Government Code, Chapter 551*, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. *See Article 5, Rules Governed by Texas Open Meetings Act, Section C, Non-Agendaed Subjects Introduced During a Meeting of City Council, of these Rules.*

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

5. Termination of Personal/Audience Comments.

Personal/audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. The City Council may terminate personal/audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of personal/audience comments.

Section L. Written Comments.

Written comments may be submitted to the City Clerk in connection with a meeting of the City Council, in lieu of oral personal/audience comments, by residents of Bellaire and other interested persons either not in attendance or who prefer not to speak at the meeting. Such written comments must be received prior to the start of the meeting to be included in the record of the meeting. At the conclusion of personal/audience comments, the Mayor shall identify for the record all written comments received, stating the name of the commenter and concisely summarizing the subject of the comment. The City Clerk shall distribute to all members of the City Council, as soon as reasonably practicable, copies of such written comments for their consideration.

Section M. Introduction of Agenda Items.

The Mayor shall read each agenda item and, as appropriate, briefly introduce it. In the event an item provides for consideration and action on a proposed ordinance, the Mayor shall read the caption of the ordinance or a concise but complete summary thereof as it appears on the agenda.

Section N. Deliberation.

Items on the agenda shall be formally considered by motion and vote. Following a motion duly made and seconded, debate and discussion shall begin.

Section O. Mayor or Clerk to State Question.

Before any vote is taken on any question before the City Council, the Mayor or City Clerk shall restate the motion.

Section P. Mayor or Clerk to Announce the Vote.

The Mayor or the City Clerk shall, at the conclusion of the vote on each question, announce the result.

Section Q. Recording of the Vote.

All votes on any motion shall be recorded and, if not unanimous, the name of each member of the City Council voting in the minority and/or abstaining shall be clearly stated in the record.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Section R. Abstention.

An abstention from voting shall not be considered as approving or disapproving the motion. The member abstaining may state for the record his or her reasons for abstaining, but shall not be required to do so.

Section S. Conflicts of Interest.

In the event a member of the City Council shall have a conflict of interest concerning any matter to be considered, he or she must disclose the nature and extent of his or her interest prior to the consideration of the matter and recuse him or herself from all proceedings concerning that matter. After disclosing the nature and extent of his or her interest, he or she shall step down from the dais while the matter is being considered and/or acted upon by the City Council. *See City Code, Chapter 2, Administration, Article VI, Code of Ethics.*

Furthermore, if the conflict of interest involves a substantial interest in a business entity or in real property, the affected member of City Council shall file with the City Clerk, prior to the consideration of the matter, an affidavit stating the nature and extent of his or her interest and shall abstain from further participation in the matter to the extent required by *Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties, and Certain Other Local Governments, Section 171.004*.

Section T. Preservation of Order.

The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion. If necessary, the Mayor shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.

Section U. City Manager's Weekly Memorandum.

The City Manager shall issue to the City Council a weekly memorandum concerning affairs, problems and other matters that should properly be brought to the attention of the City Council. Such memorandum shall be made available to the City Council on or before the end of each work week.

Section V. City Attorney's Legal Memoranda.

The City Attorney shall regularly issue to the City Council memoranda concerning the status of current legal matters affecting the City and advising the City Council of his or her activities on behalf of the City since the last memorandum, on an as-needed basis but no less frequently than by the close of business each Friday immediately preceding a regular session of the City Council. Such memoranda shall be subject to and protected from disclosure by the attorney-client privilege, to the extent applicable.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Section W. Amendment of Rules.

Any provisions of these *Rules* not governed by federal or state law, the *City Charter*, or the *City Code* may be amended by a vote of five (5) members of the City Council.

ARTICLE 3.

MEETINGS OF THE CITY COUNCIL

Section A. Regular Sessions.

Regular sessions of the City Council shall be held on the first and third Mondays of each month, at 7:00 p.m. or at such other hour as may be stated in the notice. In the event the first or third Monday of a month is a legal holiday, then the regular session that would otherwise be held on that day shall instead be held on the next Monday thereafter.

In addition to the regular order of business (*see Article 4, Agenda Procedure, Section E, Order of Business, of these Rules*), regular sessions (or, as the case may be, special sessions) may consist of one or more meetings, including workshops, public hearings, town hall meetings, closed meetings and the annual state of the city.

Section B. Special Sessions.

Special sessions may be called upon request of either the Mayor, the City Manager, or a majority of the members of the City Council (*City Charter, Article II, The Council, Section 15, Meetings of Council*), at times other than those specified for regular sessions, for any business that could otherwise be conducted in a regular session.

Section C. Workshops.

Workshops are meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council.

1. Subject Matter.

Only a limited number of matters shall be considered by the City Council during a workshop, and sufficient time for consideration of such matters shall be provided.

2. Documents and Exhibits to be Presented.

All documents, exhibits, maps, plats, architectural drawings, specifications and other similar documents to be considered in a workshop shall be made available to the City Council at least 72 hours before the beginning of such workshop so that sufficient time may be allowed for each member of the City Council to study and be prepared to discuss such documents in the workshop.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

3. Questions of a Technical Nature.

All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a workshop. The City Council may request, through the City Manager, the appearance of any City employee or outside consultant as may be necessary to secure factual answers to such technical questions.

4. No Action.

No action may be taken in a workshop. An informal motion may be made to request additional information, to schedule additional workshop(s), or to place an item on a subsequent meeting agenda. Informal motions may be passed by a vote of four (4) members of the City Council.

5. Minutes of Workshops.

Because no action may be taken, minutes are not prepared for workshops. The minutes of the regular or special session within which a workshop is held shall provide a concise description of the subject matter and identify all participants in the workshop.

6. No Audience Comments or Questions.

Audience comments or questions will not be received at a workshop.

Section D. Public Hearings.

Public hearings are meetings legally required by Texas statutes and the *City Code* to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.

1. Reading of the Notice of the Public Hearing.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the City Clerk shall read the notice and call of the public hearing. This is the same notice that was published and/or mailed to all persons entitled to written notice.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the public hearing.

3. Presentation of Proposal.

The applicant or recommending body shall be recognized to explain the proposal that is the subject of the public hearing. The presentation will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the public hearing. Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. Questions from the public shall be addressed to the Mayor, and the Mayor and members of the City Council may refer such questions to the applicant or recommending body, or to staff as appropriate.

5. Questions from Mayor and Members of City Council.

The Mayor and members of the City Council will have an opportunity to ask questions of the applicant or of staff concerning the proposal, but shall express no opinions at the public hearing.

6. Close of the Public Hearing.

At the conclusion of the public hearing, the Mayor shall announce the deadline for written public comments and close the public hearing.

7. Written Public Comments; Deadline.

Oral public comment on the proposal will not be received following the close of the public hearing. The public may submit written comments to the City Council prior to its final deliberation. All written comments on the application must be received in the City Clerk's office by noon on the Thursday preceding the meeting of final deliberation for inclusion in the public record of the proceedings.

Section E. Town Hall Meetings.

Town hall meetings are called by the City Council to present matters of public interest and to receive public comment on such matters. They are similar to public hearings, but are not legally required by statute or ordinance, nor is their conduct governed thereby.

1. Introduction of the Subject.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the Mayor shall briefly introduce the subject of the town hall meeting.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the town hall meeting.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

3. Presentation.

A presentation to the public concerning the subject of the town hall meeting will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the town hall meeting. Each speaker shall have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute is left.

5. No Deliberation or Action.

The City Council shall not deliberate or take any action in a town hall meeting. At the conclusion of the meeting, the Mayor shall announce to the public the date of the meeting at which deliberation or action on the subject of the town hall meeting is anticipated, to the extent known.

Section F. Closed Meetings (Executive Sessions).

Closed meetings (commonly known as "executive sessions") are permitted only for the purposes enumerated in *Texas Government Code, Chapter 551, Open Meetings Act, Subchapter D, Exceptions to Requirement That Meetings be Open*. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the *Open Meetings Act*.

Rules governing closed meetings are addressed in *Article 5, Rules Governed by Texas Open Meetings Act, of these Rules*.

Section G. Annual State of the City.

At the City Council's first regular session in February of each year, the Mayor shall present an annual State of the City address to the public, and the City boards and commissions shall present their annual reports to the City Council and the public. *See City Code, Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-104, Annual or special reports to city council.*

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

ARTICLE 4.

AGENDA PROCEDURE

Section A. Posting of the Agenda.

The Mayor and City Manager, or an appropriate designee, shall prepare an agenda and cause the same to be posted by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. The agenda and accompanying meeting packet shall be distributed to members of the City Council and made available to the public as soon as reasonably practicable on the day of posting.

Section B. Agenda Requests.

Any member of the City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager.

No item shall be included on the agenda unless a request to include the same has been made, and all supporting materials provided, to the City Manager or City Clerk by noon on the Wednesday next preceding the date of the meeting. This provision shall not apply in the event of an emergency meeting of the City Council or the emergency addition of an item to the agenda, which are instead governed by *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.045*.

Section C. Consent Agenda.

The consent agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to *Chapter 24, Planning and Zoning,* of the *City Code;* and ii) ordinances adopting, amending, or otherwise relating to the budget of the City.

All items set out in the consent agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council without discussion or debate, that the consent agenda be adopted. Upon the passage of such motion, all items included in the consent agenda shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances.

Upon request of any member of the City Council, items shall be removed from the consent agenda and considered separately.

Section D. City Manager Shall Provide Analysis.

The City Manager shall provide the City Council with an analysis of items requested by staff to be on the agenda, by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

meeting. However, in the case of an emergency, this provision shall be suspended. Said analysis should include sufficient detail so that members of the City Council are able to make an informed decision on the matter based solely on the information provided in the analysis.

Section E. Order of Business.

The following sequence of items shall, in general, be the order of business for regular sessions (or, as the case may be, special sessions) of the City Council.

1. Call to Order.

The Mayor shall call the meeting to order.

2. Announcement of a Quorum.

The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of the City Council that are absent.

3. Inspirational Reading and/or Invocation.

Members of the City Council will alternate reading a brief inspirational message and/or invocation.

4. Pledges of Allegiance.

The member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledges of Allegiance to the United States and Texas flags.

5. Recognition of Proclamations.

6. Approval of Minutes.

The minutes of previous meetings of the City Council shall either be approved as submitted or be corrected and approved as corrected. Any member of the City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of the City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.

Minutes submitted for approval may properly be included in the consent agenda.

7. Personal/Audience Comments.

See Article 2, General Rules of Procedure and Policies, Section K, Rules Governing Personal/Audience Comments, of these Rules.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

8. Reports.

The City Manager, City Attorney, department directors, consultants, and such others shall present reports, as needed or requested, to the City Council.

9. New Business.

In addition to agenda items to be considered individually, the consent agenda shall be handled as an item of new business.

10. Community Interest Items from the Mayor and City Council.

It is the intent of this item to provide members of the City Council the opportunity to make a report about items of community interest, which may include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and announcements involving an imminent threat to the public health and safety of people in Bellaire that has arisen after the posting of the agenda.

No action may be taken on a reported item of community interest, and no possible action discussed except a proposal to place the subject on the agenda for a subsequent meeting.

See Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.0415 and 551.042.

ARTICLE 5.

RULES GOVERNED BY TEXAS OPEN MEETINGS ACT

Section A. Meetings Open to the Public; Notice.

All meetings of the City Council shall be open to the public, and notices thereof shall be posted as provided under the *Texas Government Code, Chapter 551, Open Meetings Act*. Except in the case of an emergency meeting, notice of all meetings shall be given at least 72 hours in advance. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.043*.

Section B. Notice of Emergency Meetings or Emergency Additions to Agenda.

In the event of an emergency meeting of the City Council, or an emergency addition to the agenda, notice shall be given at least two (2) hours in advance, and special notice shall be given to the news media at least one (1) hour in advance, as required by *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.045 and 551.047*.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Section C. Non-Agendaed Subjects Introduced During a Meeting of City Council.

Any inquiry made at a meeting by the public or by a member of the City Council regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.042*.

Section D. Rules Governing Closed Meetings.

1. Convene First in Open Meeting.

The City Council may retire into a closed meeting as stated on a posted agenda during a regular or special meeting. Before said closed meeting begins, the Mayor shall announce in the open meeting that the City Council will be retiring into a closed meeting and shall identify the section(s) of the *Open Meetings Act* pursuant to which the closed meeting will be held. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.101*.

2. Certified Agenda.

A certified agenda, certified by the Mayor to be a true and correct record of the proceedings, shall be sealed and kept for at least two years after the date of the closed meeting, subject to disclosure only by Court order. *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.103 and 551.104*.

3. No Action in Closed Meeting.

No action, decision, or vote shall be taken by the City Council during the closed portion of the meeting, and no subject but that posted on the agenda is to be discussed. Any action, decision, or vote on a matter deliberated in the closed meeting shall be made, and the City Council may adjourn, only during the open meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.102.*

Section E. Review and Discipline.

Complaints, charges and discipline concerning members of the City Council or City personnel reporting directly to the City Council shall be discussed in a closed meeting unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074.*

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

ARTICLE 6.

REFERENCE: SELECTED RULES OF PARLIAMENTARY PROCEDURE

This article references some of the more commonly cited parliamentary rules, but is not intended to be an exhaustive listing, nor is it a substitute for *Robert's Rules*, which shall guide the conduct of business before the City Council except where inconsistent with federal or state law, the *City Charter*, the *City Code*, or as otherwise provided in these *Rules*.

Section A. Order of Precedence of Motions.

Robert's Rules shall prevail as to the order of precedence of motions and types of motions.

Section B. Right to the Floor.

Any member of the City Council desiring to speak shall be recognized by the Mayor and shall confine his or her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.

Section C. Motion to Postpone.

A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. To postpone a motion, a motion must be made and can only be made at such time as another member of the City Council is not speaking. A simple majority vote is required for the motion to pass.

Section D. Motion to Amend a Pending Motion.

A member of the City Council who desires to modify the wording of a pending motion by adding and/or striking out words may move to amend the motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.

Section E. Substitute Motion.

A member of the City Council who desires to substitute a motion for the one being considered may make a substitute motion, which acts as an amendment to the pending motion and is itself amendable. Once the substitute motion is adopted, the vote on the original motion is not necessary, the substitute motion being the motion then on the floor.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Section F. Motion to Close Debate or to Move the Previous Question.

A motion to close debate or to move the previous question is a motion to stop debate on the pending motion. This motion can be made only at such time as no one else is speaking and the Mayor recognizes the person making the motion, and can be considered only if both sides of the issue have been presented during the debate. If this motion is made and seconded, debate stops immediately and the vote is taken on whether to close debate on the original motion. To close debate, a two-thirds (2/3) majority vote is required.

Section G. Motion to Lay a Pending Motion on the Table.

A motion to lay a pending motion on the table is a motion to temporarily set aside the pending motion. Reasons for this may include to take up a more urgent item of business or to hear a speaker who cannot stay for the disposition of the pending motion. This motion can be made only at such time as no one else is speaking and is not debatable. To lay a pending motion on the table, a vote of four (4) members of the City Council is required.

Section H. Motion to Take a Question from the Table.

A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.

Section I. Motion to Adjourn.

A motion to adjourn may be made at any time upon being recognized by the Mayor so long as no one has been previously recognized and is speaking; such a motion requires a second and it requires a majority vote to pass.

Section J. Point of Order.

A member of the City Council may raise a point of order at any time whether or not another member of the City Council is speaking. A point of order is a statement to the Mayor that a particular motion before the City Council or other matter is out of order, or to make an inquiry of the Mayor as to parliamentary procedure. As soon as a point of order has been disposed of, the person interrupted may continue speaking.

The Mayor shall determine all points of order, subject to the right of any member of the City Council to appeal to the City Council or request a parliamentary opinion of the City Attorney. In the event of an appeal, the Mayor shall briefly state the reasons for the ruling; the decision of the Mayor may be overruled by a vote of four (4) members of the City Council.

Section K. Suspension of the Rules.

A member of the City Council may move to suspend the rules that interfere with a particular matter that is of apparent importance to the City Council. For a suspension of the

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

rules to be accomplished, a vote of five (5) members is required. However, a motion to suspend the rules cannot interrupt an individual speaking.

Section L. Motion to Object to the Consideration of a Motion.

A member of the City Council may object to the consideration of a motion, and such objection may be made at any time prior to debate on the motion, even when another member of the City Council is speaking. It does not require a second. To stop the consideration of a motion, a two-thirds (2/3) vote of the members present is required, which in no event shall be fewer than four (4) members of the City Council.

Section M. Division of the Question.

All questions submitted for vote shall contain only one subject. If two (2) or more subjects are involved, any member of the City Council may require its division.

Section N. Request to Withdraw a Motion.

The member making the motion may request to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of the City Council objects to the withdrawal of the motion, then the Mayor, upon motion, shall put the matter to an immediate vote and if four (4) members of the City Council vote to allow withdrawal of the motion, it is withdrawn.

Section O. Reconsideration of an Action of City Council.

Only a member of the City Council who voted with the majority (on the prevailing side) can make a motion to reconsider an action of the City Council. Any member can second it. Notwithstanding any conflict with *Robert's Rules* concerning the timing of such a motion, the motion to reconsider must be made no later than the next succeeding regular session, except that action relating to a contract may be reconsidered at any time before final execution thereof. No question shall be reconsidered, except by a vote of four (4) members of the City Council. The action must be stated as "reconsideration" on the agenda.

Attachment: Exh_A_Committee Proposed_Rules of Procedure (1783 : City Council Rules and Procedures)

Exhibit B

Redline Comparison of the Proposed Rules Against the Current Rules

Legend:	
Insertion	
~~Deletion~~	
~~Moved from~~	
Moved to	
Style change	
Format change	
~~Moved deletion~~	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Attachment: Cover Sheet B (1783 : City Council Rules and Procedures)

CITY COUNCIL
OF THE
CITY OF BELLAIRE, TEXAS

RULES OF PROCEDURE

As of ~~July 13, 2015~~_____, 2016

~~Adopted: 02/12/96~~
~~1st Revision: 10/07/02~~
~~2nd Revision: 02/16/04~~
~~3rd Revision: 01/16/06~~
~~4th Revision: 02/04/08~~
~~5th Revision: 03/01/10~~
~~6th Revision: 04/05/10~~
~~7th Revision: 01/16/12~~
~~8th Revision: 07/13/15~~

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AS OF ~~JULY 13, 2015~~_____, 2016

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~~**ART. 1.**~~

~~**ARTICLE 1.**~~

~~**INTRODUCTION**~~~~The~~These Rules of Procedure (“*Rules*”) are adopted by the City Council of the City of Bellaire, Texas~~, does hereby adopt this **Rules of Procedure** document as the official **Rules of Procedure (*"Rules"*)** of the City Council of the City of Bellaire, Texas ("City Council")~~ (“*City Council*”), effective as of _____, 2016, and supersede the prior rules of procedure originally adopted February 12, 1996, together with the eight subsequent revisions thereto. The purpose of these *Rules* is to establish an orderly and effective ~~method~~set of procedures for conducting the ~~official business of the City of Bellaire, Texas ("City"), during the~~ meetings of the City Council.

~~The original date of adoption of the *Rules* occurred on February 12, 1996, by the following members serving on the City Council:~~

~~Harold L. Penn~~	~~–~~	~~Mayor~~
~~Sandra Shafto~~	~~–~~	~~Mayor Pro Tem~~
~~Millie Hast~~	~~–~~	~~Councilwoman~~
~~Dan Hayes~~	~~–~~	~~Councilman~~
~~David Strauss~~	~~–~~	~~Councilman~~
~~Tom Phillips~~	~~–~~	~~Councilman~~
~~Pat McLaughlan~~	~~–~~	~~Councilman~~

~~The *Rules* were revised and adopted on October 7, 2002 (first revision), by the following members serving on the City Council:~~

~~Mary Ann Goode~~	~~–~~	~~Mayor~~
~~Phil Nauert~~	~~–~~	~~Mayor Pro Tem~~
~~John F. Monday~~	~~–~~	~~Councilman~~
~~Cynthia Siegel~~	~~–~~	~~Councilwoman~~
~~Debra Marz Davison~~	~~–~~	~~Councilwoman~~
~~Pat McLaughlan~~	~~–~~	~~Councilman~~
~~Alexia Sidney~~	~~–~~	~~Councilwoman~~

~~The *Rules* were revised and adopted on February 16, 2004 (second revision), by the following members serving on the City Council:~~

~~Cynthia Siegel~~	~~–~~	~~Mayor~~
~~Phil Nauert~~	~~–~~	~~Mayor Pro Tem~~
~~John F. Monday~~	~~–~~	~~Councilman~~
~~Peggy Faulk~~	~~–~~	~~Councilwoman~~
~~Debra Marz Davison~~	~~–~~	~~Councilwoman~~
~~Pat McLaughlan~~	~~–~~	~~Councilman~~
~~John Jeffery~~	~~–~~	~~Councilman~~

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Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~The *Rules* were revised and adopted on January 16, 2006 (third revision), by the following members serving on the City Council:~~

~~Cynthia Siegel~~	~~–~~	~~Mayor~~
~~Peggy Faulk~~	~~–~~	~~Mayor Pro Tem~~
~~Will Hickman~~	~~–~~	~~Councilman~~
~~John F. Monday~~	~~–~~	~~Councilman~~
~~Debra Marz Davison~~	~~–~~	~~Councilwoman~~
~~Pat McLaughlan~~	~~–~~	~~Councilman~~
~~John Jeffery~~	~~–~~	~~Councilman~~

~~The *Rules* were revised and adopted on February 4, 2008 (fourth revision), by the following members serving on the City Council:~~

~~Cynthia Siegel~~	~~–~~	~~Mayor~~
~~Peggy Faulk~~	~~–~~	~~Mayor Pro Tem~~
~~Will Hickman~~	~~–~~	~~Councilman~~
~~James P. Avioli, Sr.~~	~~–~~	~~Councilman~~
~~Phil Nauert~~	~~–~~	~~Councilman~~
~~Pat McLaughlan~~	~~–~~	~~Councilman~~
~~John Jeffery~~	~~–~~	~~Councilman~~

~~The *Rules* were revised and adopted on March 1, 2010 (fifth revision), by the following members serving on the City Council:~~

~~Cynthia Siegel~~	~~–~~	~~Mayor~~
~~Phil Nauert~~	~~–~~	~~Mayor Pro Tem~~
~~Will Hickman~~	~~–~~	~~Councilman~~
~~James P. Avioli, Sr.~~	~~–~~	~~Councilman~~
~~Corbett Daniel Parker~~	~~–~~	~~Councilman~~
~~Andrew Friedberg~~	~~–~~	~~Councilman~~
~~Mandy Nathan~~	~~–~~	~~Councilwoman~~

~~The *Rules* were revised and the revisions approved on April 5, 2010 (sixth revision), by the following members serving on the City Council:~~

~~Cynthia Siegel~~	~~–~~	~~Mayor~~
~~Phil Nauert~~	~~–~~	~~Mayor Pro Tem~~
~~Will Hickman~~	~~–~~	~~Councilman~~
~~James P. Avioli, Sr.~~	~~–~~	~~Councilman~~
~~Corbett Daniel Parker~~	~~–~~	~~Councilman~~
~~Andrew Friedberg~~	~~–~~	~~Councilman~~
~~Mandy Nathan~~	~~–~~	~~Councilwoman~~

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Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~The *Rules* were revised and adopted on January 16, 2012 (seventh revision), by the following members serving on the City Council:~~

~~Philip L. Nauert~~	~~–~~	~~Mayor~~
~~Amanda B. Nathan~~	~~–~~	~~Mayor Pro Tem~~
~~Roman F. Reed~~	~~–~~	~~Councilman~~
~~James P. Avioli, Sr.~~	~~–~~	~~Councilman~~
~~Corbett Daniel Parker~~	~~–~~	~~Councilman~~
~~Pat B. McLaughlan~~	~~–~~	~~Councilman~~
~~Andrew S. Friedberg~~	~~–~~	~~Councilman~~

~~The *Rules* were revised and adopted on July 13, 2015 (eighth revision), by the following members serving on the City Council:~~

~~Philip L. Nauert~~	~~–~~	~~Mayor~~
~~Amanda B. Nathan~~	~~–~~	~~Mayor Pro Tem~~
~~Roman F. Reed~~	~~–~~	~~Councilman~~
~~James P. Avioli, Sr.~~	~~–~~	~~Councilman~~
~~Gus E. Pappas~~	~~–~~	~~Councilman~~
~~Pat B. McLaughlan~~	~~–~~	~~Councilman~~
~~Andrew S. Friedberg~~	~~–~~	~~Councilman~~

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ARTICLE ~~2.~~1.

AUTHORITY

Section A. City Council Determines its Own Rules.

~~*Article II, The Council, Section 17, Rules of Procedure; Journal*, of the~~*The Charter of the City of Bellaire, Texas*, as amended November 7, 2006 ("*City Charter*"), *Article II, The Council, Section 17, Rules of Procedure; Journal*, grants to the City Council the right to determine its own rules of procedure~~; these~~. These *Rules* are ~~enumerated under and~~adopted by authority of ~~such provisions~~that provision.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 1.~~

~~{Remainder of page intentionally left blank}~~**~~ARTICLE 3.~~**

~~GENERAL RULES OF PROCEDURE AND POLICIES~~

~~Section A. Rules of City Council.~~

~~The City Council shall determine its own rules and order of business (*Article II, The Council, Section 17, Rules of Procedure; Journal*, of the *City Charter*).~~

Section B. **~~Section B. Construction~~Precedence of Authority.**

The ~~construction~~precedence of authority in all matters associated with the meetings and activities of the City Council~~, including the Agenda,~~ shall be: 1) the ~~U.S.~~ Constitution and ~~statutes~~laws of the United States of America; 2) the ~~Texas~~ Constitution and ~~statutes~~laws of the State of Texas; 3) the *City Charter*; 4) the *Code of Ordinances of the City of Bellaire, Texas* ("*City Code*"); 5) these *Rules*~~,~~; and 6) *Robert's Rules of Order*~~,~~ *Newly Revised* ~~*10*~~*11th Edition* (~~*2000) (*~~"*Robert's Rules*").

~~**Section C. Meetings Shall Be Public.**~~

~~All meetings of the City Council shall be public, and notices thereof shall be posted as provided under the *Texas Government Code, Chapter 551, Open Meetings Act*. Except in the case of an emergency meeting, notice of all meetings shall be given 72 hours before the time set for any meeting.~~

~~**Section D. Conduct of Meetings.**~~

ARTICLE 2.

GENERAL RULES OF PROCEDURE AND POLICIES

Section A. **Recording and Broadcasting of Meetings.**

Meetings of the City Council~~ shall be conducted according to the *Rules* adopted by the City Council, as well as the terms and provisions of *Robert's Rules* when not inconsistent. Meetings~~ will generally be digitally recorded, and ~~replayed for televised~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~viewing~~broadcast and available for replay on the City public access television channel and ~~available on~~ the City website.

Section B. ~~**Section E. Regular**~~**Minutes of Meetings.**

~~Regular meetings of the City Council shall be on the first and third Mondays of each month at 7:00 p.m.~~Minutes of all meetings of the City Council shall be open to public inspection. *City Charter, Article II, The Council, Section 17, Rules of Procedure; Journal.* Unless otherwise specifically requested by any member of the City Council with respect to any matter, such minutes shall concisely state all matters presented to the City Council for a vote and a record of the action taken.

~~**Section F. Special Meetings.**~~

~~Special meetings may be called upon request of the Mayor, City Manager, or two (2) members of City Council.~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~**Section G. Emergency Meetings.**~~

~~In case of an emergency or urgent public necessity, which shall be expressed in the notice, it shall be sufficient if members receive and notice is posted two (2) hours before the meeting is convened. Notice shall be provided also to the media in accordance with the *Texas Government Code, Section 551.047*.~~

~~**Section H. Workshops.**~~

~~Workshops are special meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before City Council. (See also: *Article 7., Workshop Policies and Procedures*, page 15.)~~

~~**Section I. Executive Sessions.**~~

~~Executive sessions are sessions closed to the public. They are only permitted for the purposes of discussing matters enumerated in *Chapter 551, Open Meetings Act,* of the *Texas Government Code*. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the *Open Meetings Act*.~~

~~The City Council can retire into an executive session as stated on a posted agenda during a regular or special meeting, if a motion is duly made and seconded and affirmed by a majority of Council. However, before said session begins, the Mayor shall announce that the executive session is commencing. The order in which an executive session may appear on the agenda is subject to the discretion of City Council. A certified record of the meeting will be created by the Mayor or his/her designee, sealed and permanently kept, subject to opening by Court order. No voting or action shall be taken by the Council during an executive session. No other subject but that posted on the agenda is to be considered. Adjournment of the executive session and any vote needed shall be made during the open public meeting.~~

~~**Section J. Other Public Meetings.**~~

~~The City Council may call other public meetings for the purposes of receiving public input. Public hearings are meetings legally required by Texas statutes and the *City Code* to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.~~

~~Town meetings are public meetings called by the City Council to present matters of public interest and to receive public comment on such matters. These meetings also include annual "State of the City" reports to the public and annual reports by City Boards, Commissions, and Committees.~~

~~**Section K. Recessed Meetings.**~~

~~No meeting shall be recessed for a longer period of time than until the next regular meeting except when required information has not been received, or, in the case of workshops or special meetings, to a date certain by motion duly passed.~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

The City Clerk shall prepare and submit to the City Council by the end of the day on the Thursday preceding a regular session, or as soon thereafter as reasonably practicable but not later than 72 hours in advance, the minutes of the last regular session of the City Council.

Section C. ~~**Section L.**~~ **Quorum.**

A quorum of the City Council is four (4) members, of whom the Mayor shall be counted as one~~ (~~. *City Charter, Article II, The Council, Section 15, Meetings of Council*~~, City Charter)~~. The affirmative vote of four (4) members of the City Council shall be required for any main motion to pass, except as may be specified for certain motions by applicable rule or law requiring a greater number.

Section D. ~~**Section M.**~~ **Absence of Mayor.**

The Mayor Pro Tempore shall act in the absence of the Mayor~~ at a scheduled meeting~~. *City Charter, Article II, The Council, Section* ~~**N.**~~ *5, Mayor Pro Tempore.*

Section E. **Absence of Both Mayor and Mayor Pro Tempore.**

In the absence of both the Mayor and the Mayor Pro Tempore at a ~~scheduled~~ meeting of the City Council, the member~~ of City Council~~ who holds the lowest numbered City Council position (i.e., position number 1, position number 2, etc.) among the members present shall preside over the meeting in their absence.

Section F. ~~**Section O.**~~ ~~**Absence**~~**Attendance of** ~~**City Council Members.**~~

~~If a member of City Council shall be absent from Council meetings for a continuous period of two (2) months, at the discretion of City Council, he/she shall forfeit the office (*Article II, The Council, Section 7, Absence from Council Meetings, City Charter*).~~ ~~**Section P.**~~

City Manager or Assistant City Manager.

The City Manager or Assistant City Manager, unless excused, shall attend all City Council meetings and, upon request, ~~schedule workshop sessions and~~ shall make recommendations and take part in discussion. He~~/~~ or she shall orally provide periodic ~~public~~ status reports on City ~~matters~~affairs to the City Council and the ~~community~~public at such ~~Council~~ meetings.

~~**Section Q.**~~

Section G. **Attendance of City Attorney**~~ **or Acting City Attorney.**~~**.**

The City Attorney or ~~Acting City Attorney~~his or her designee, unless excused, shall attend all City Council meetings and shall provide opinions on questions of law. He~~/~~ or she shall orally provide periodic ~~public~~ status reports on non-privileged legal matters to the City Council and the public at such ~~Council~~ meetings. The City Attorney or ~~Acting City~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~Attorney~~his or her designee shall also serve as parliamentarian and advise the City Council on procedural matters when requested.

~~**Section R.**~~

Section H. Attendance of City Clerk~~ or Acting City Clerk.~~.

The City Clerk or ~~Acting City Clerk shall attend all meetings of record~~his or her designee, unless excused, ~~and~~shall attend all City Council meetings and shall keep all official minutes, ~~digital~~electronic files and ~~tapes~~video and audio recordings of City Council proceedings.

Section I. ~~Section S.~~ Attendance of City Employees ~~or City~~and Consultants.

The City Council may request, through the City Manager, that any City employee or consultant ~~of the City~~ attend City Council meetings to present information relating to business before the City Council.

~~**Section T. Review and Discipline.**~~

~~Complaints, charges, and discipline concerning members of City Council or City personnel shall be discussed in Executive Session unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. City Council shall also receive any reports and/or recommendations as shall be submitted by the City Manager concerning City personnel.~~

~~**Section U. Minutes of Meetings.**~~

~~Minutes of all proceedings of the City Council shall be recorded and shall be open to public inspection (*Article II, The Council, Section 17, Rules of Procedure; Journal,* of the *City Charter*). Unless otherwise specifically requested by any member of City Council with respect to any agenda item, such minutes shall concisely state all matters presented to City Council for a vote and a record of the action taken.~~

~~**Section V. Suspension and Amendment of Rules.**~~

~~Any provisions of these *Rules* not governed by federal or state law or the *City Charter* may be temporarily suspended by a vote of five (5) members of the City Council and may be amended by a vote of five (5) members of the City Council, if such amendment was introduced at the previous regular meeting of City Council and shall have received preliminary approval of City Council at such meeting.~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

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~~ARTICLE 4.~~

~~ORDER OF BUSINESS~~

~~Section A. Agenda.~~

~~The Mayor and City Manager or an appropriate designee, shall prepare an agenda and cause the same to be posted 72 hours prior to a meeting. Agendas shall be delivered to members of City Council on or before 6:00 p.m. of the day of posting, or within such additional time thereafter as shall be necessary. No item shall be included in the agenda unless a request to include the same has been made to the City Manager or City Clerk on or before noon on the Wednesday next preceding the date of the meeting. In the event of an emergency meeting of City Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law or the *City Charter*.~~

~~In order to facilitate the agenda process, any member of City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager. Agenda items must be provided to the City Clerk's office at City Hall by noon on the Wednesday preceding the date of the meeting.~~

~~Section B. Consent Agenda.~~

~~There is hereby established, as a part of every agenda for regular and/or special meetings of the City Council, a portion of said agenda that shall be labeled "Consent Agenda." Said Consent Agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to *Chapter 24, Planning and Zoning Regulations,* of the *City Code;* ii) ordinances adopting or amending, on either first, second, or third reading, existing franchise or new franchise ordinances; and iii) ordinances adopting, amending, or otherwise relating to the budget of the City.~~

~~All items set out in the Consent Agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council, that the Consent Agenda be adopted. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances. No further action shall be deemed necessary, and all such items appearing thereon, upon the passage of such motion, shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full.~~

~~Any one member of City Council may request at any time that an item be removed from the Consent Agenda and considered separately. Such request shall be honored as if it had been passed by a majority vote (*Chapter 2, Administration, Article II, Legislation, Division 1, Generally, Section 2-19, Consent Agenda,* of the *City Code*).~~

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~~**ART. 1.**~~

~~**Section C. City Manager Shall Provide Analysis.**~~

~~The City Manager shall provide City Council with an analysis of items to be on the agenda, as promptly as possible, but not later than Thursday immediately preceding the date of the meeting; however, in the case of an emergency, this provision shall be suspended.~~

~~**Section D. City Manager to Issue Weekly Communique.**~~

~~The City Manager shall issue a weekly communiqué of current affairs, problems, and other matters that should properly be brought before City Council. Such communiqué shall be made available to City Council on or before the end of each week.~~

~~**Section E. Postponement of Consideration of Agenda Items.**~~

~~In the event a motion is made requesting additional information or for delay to obtain additional information and is passed by a vote of four (4) members of the City Council, City Council may postpone action on such agenda item to the next regular meeting of the City Council or such later meeting as shall be necessary to receive needed information.~~

~~**Section F. Minutes of Previous Meeting.**~~

~~The City Clerk shall be directed to have prepared and submitted to City Council no later than Thursday preceding a regular Monday meeting, the minutes of the last regular meeting of City Council.~~

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~~ARTICLE 5.~~

~~AGENDA PROCEDURE~~

~~Section A. Mayor Shall Read.~~

Section J. Individuals Presenting to City Council.

~~The Mayor shall read the agenda item and provide any explanation required. All motions on agenda items shall be made and seconded prior to any debate or action by City Council. In addition, in~~In the event individuals shall come before the City Council to make a presentation, the Mayor shall introduce the person making the presentation or invite that person to introduce him or herself.

~~Section B. Council Discussion.~~

Section K. Rules Governing Personal/Audience Comments.

It is the desire of the City Council to hear from the residents of Bellaire and other interested persons, and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall govern personal/audience comments at regular sessions (or, as the case may be, special sessions) of the City Council.

1. Mayor to State Rules.

Immediately preceding the opening of personal/audience comments, the Mayor shall summarize briefly the rules governing personal/audience comments.

2. Mayor Shall Recognize Individual Speakers.

All individuals desiring to address the City Council must submit to the City Clerk a request to speak on a sign-up sheet prior to the time for personal/audience comments. Each speaker must first be recognized by the Mayor and shall give his or her name. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.

3. Time Limit.

Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. In the event of pressing business before the City Council or matters requiring its immediate attention or action, the City Council may, prior to the opening of audience comments, set a different maximum time limit for each speaker by a vote of four (4) members of the City Council.

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4. Subjects Introduced by the Public During a Meeting of City Council.

The Texas Open Meetings Act, *Texas Government Code, Chapter 551*, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. *See Article 5, Rules Governed by Texas Open Meetings Act, Section C, Non-Agendaed Subjects Introduced During a Meeting of City Council, of these Rules.*

5. Termination of Personal/Audience Comments.

Personal/audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. The City Council may terminate personal/audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of personal/audience comments.

Section L. Written Comments.

Written comments may be submitted to the City Clerk in connection with a meeting of the City Council, in lieu of oral personal/audience comments, by residents of Bellaire and other interested persons either not in attendance or who prefer not to speak at the meeting. Such written comments must be received prior to the start of the meeting to be included in the record of the meeting. At the conclusion of personal/audience comments, the Mayor shall identify for the record all written comments received, stating the name of the commenter and concisely summarizing the subject of the comment. The City Clerk shall distribute to all members of the City Council, as soon as reasonably practicable, copies of such written comments for their consideration.

Section M. Introduction of Agenda Items~~ on the agenda shall be formally considered by motions duly made and seconded by any of the several members of City Council~~.

The Mayor shall read each agenda item and, as appropriate, briefly introduce it. In the event an item provides for consideration and action on a proposed ordinance, the Mayor shall read the caption of the ordinance or a concise but complete summary thereof as it appears on the agenda.

Section N. Deliberation.

Items on the agenda shall be ~~read and included as a part of the~~formally considered by motion and vote. Following a motion duly made and seconded, debate and discussion shall begin.

Section O. ~~Section C.~~ Mayor or Clerk to State Question.

Before any vote is taken on any question~~ or ordinance~~ before the City Council, the Mayor or City Clerk shall restate the motion.

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~~ART. 1.~~

Section P. ~~**Section D.**~~ **Mayor or Clerk to Announce the Vote.**

The Mayor or the City Clerk shall, at the conclusion of the vote on each question~~ properly submitted~~, announce the result.

Section Q. ~~**Section E.**~~ **Recording of the Vote**~~ **on Any Motion**~~**.**

All votes on any motion shall be recorded and, if not unanimous, ~~should clearly state~~ the name of each member of the City Council voting in the minority and/or abstaining shall be clearly stated in the record.

Section R. ~~**Section F.**~~ **Abstention.**

An abstention from voting shall not be considered as approving or disapproving the motion. The ~~person~~member abstaining~~, upon request of four (4) members of City Council,~~ may state for the record his or her reasons for abstaining~~ for the record; however, said member of City Council may decline~~, but shall not be required to do so.

~~**Section G.**~~

Section S. **Conflicts of Interest**~~ **Disclosed by Affidavit.**~~

~~A member of City Council must file an affidavit stating~~.

In the event a member of the City Council shall have a conflict of interest concerning any matter to be considered, he or she must disclose the nature and extent of his or her interest prior to the consideration of the ~~agenda item involved. [See also:~~ matter and recuse him or herself from all proceedings concerning that matter. After disclosing the nature and extent of his or her interest, he or she shall step down from the dais while the matter is being considered and/or acted upon by the City Council. *See City Code, Chapter 2, Administration, Article* ~~*6, Code of Ethics, of the City Code.*~~]

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~~ARTICLE 6.~~

~~AGENDA ORDER~~

~~The following sequence of items is the desired order for conducting the business of the City Council. However, at the discretion of the Mayor, when it appears that it is in the best interest of the City Council and the citizens of Bellaire, any item appearing on the agenda may be considered in any order determined by the Mayor. In addition, the City Manager may authorize adjustments to this agenda order as shall be necessary to carry forward the intent of the City Council.~~

~~Section A. Call to Order.~~

~~The Mayor shall call the meeting to order.~~

~~Section B. Announcement of a Quorum.~~

~~The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of City Council that are absent.~~

~~Section C. Inspirational Reading and/or Invocation.~~

~~Members of the City Council will alternate reading a brief inspirational message and/or invocation.~~

~~Section D. Pledge of Allegiance.~~

~~A member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledge of Allegiance to the United States and Texas flags.~~

~~Section E. Recognition of Proclamations.~~

~~Section F. Approval or Correction of Minutes.~~

~~The minutes of the previous meeting of City Council shall be submitted to City Council and either be approved as submitted or be corrected and approved as corrected. Any member of City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.~~

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

~~**Section G. Personal/Audience Comments.**~~

~~Individuals wishing to address City Council will have a time limit of up to five (5) minutes, with no extension, and with notice to said individual(s) after four (4) minutes that there is one (1) minute left. All individuals desiring to address City Council must submit a request to speak on a sign-up sheet to the City Clerk prior to the posted time of the meeting. Any request received after this time may be considered for the following City Council meeting. [See also: *Article 8., Rules Governing Comments from Audience*, p. 16.]~~

~~**Section H. Reports.**~~

~~The City Manager, City Attorney, Chief Financial Officer, Director of Public Works, Consultants, and such others shall submit reports, as needed, to City Council. City Council shall move to accept the reports as part of the record, if affirmed by a majority of Council.~~

~~**Section I. New Business.**~~

~~**Section J. Items for Future Agendas; Community Interest Items from the Mayor and City Council.**~~

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

Furthermore, if the conflict of interest involves a substantial interest in a business entity or in real property, the affected member of City Council shall file with the City Clerk, prior to the consideration of the matter, an affidavit stating the nature and extent of his or her interest and shall abstain from further participation in the matter to the extent required by *Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties, and Certain Other Local Governments, Section 171.004.*

Section T. Preservation of Order.

The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion. If necessary, the Mayor shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.

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Section U. City Manager's Weekly Memorandum.

The City Manager shall issue to the City Council a weekly memorandum concerning affairs, problems and other matters that should properly be brought to the attention of the City Council. Such memorandum shall be made available to the City Council on or before the end of each work week.

Section V. City Attorney's Legal Memoranda.

The City Attorney shall regularly issue to the City Council memoranda concerning the status of current legal matters affecting the City and advising the City Council of his or her activities on behalf of the City since the last memorandum, on an as-needed basis but no less frequently than by the close of business each Friday immediately preceding a regular session of the City Council. Such memoranda shall be subject to and protected from disclosure by the attorney-client privilege, to the extent applicable.

Section W. Amendment of Rules.

Any provisions of these *Rules* not governed by federal or state law, the *City Charter*, or the *City Code* may be amended by a vote of five (5) members of the City Council.

ARTICLE 3.

~~**Section K. Adjournment.**~~

MEETINGS OF THE CITY COUNCIL

Section A. Regular Sessions.

Regular sessions of the City Council shall be held on the first and third Mondays of each month, at 7:00 p.m. or at such other hour as may be stated in the notice. In the event the first or third Monday of a month is a legal holiday, then the regular session that would otherwise be held on that day shall instead be held on the next Monday thereafter.

In addition to the regular order of business (*see Article 4, Agenda Procedure, Section E, Order of Business, of these Rules*), regular sessions (or, as the case may be, special sessions) may consist of one or more meetings, including workshops, public hearings, town hall meetings, closed meetings and the annual state of the city.

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Section B. Special Sessions.

~~A meeting of City Council may be adjourned by a majority of those members of City Council present and voting.~~Special sessions may be called upon request of either the Mayor, the City Manager, or a majority of the members of the City Council (*City Charter, Article II, The Council, Section 15, Meetings of Council*), at times other than those specified for regular sessions, for any business that could otherwise be conducted in a regular session.

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~~ARTICLE 7.~~

~~WORKSHOP POLICIES AND PROCEDURES~~

~~Section A. Purpose.~~

Section C. Workshops.

~~City Council may call and hold workshop sessions~~Workshops are meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council.~~ The following rules shall prevail for the call and conduct of workshop sessions.~~

~~Section B. Agenda.~~

1. Subject Matter.

Only a limited number of matters shall be considered by the City Council during a workshop~~ session~~, and sufficient time for consideration of such matters shall be provided.

2. ~~Section C.~~ Documents and Exhibits to be Presented.

~~In the event of a called workshop session, all~~All documents, exhibits, maps, plats, architectural drawings, specifications~~,~~ and other similar documents to be considered in a workshop shall be made available to the City Council at least 72 hours before the beginning of such workshop ~~session in order~~so that sufficient time may be allowed for each member of the City Council to study ~~such documents~~ and be prepared to discuss ~~the same~~such documents in the workshop.

3. ~~Section D.~~ Questions of a Technical Nature.

All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a workshop~~ session; and~~. The City Council ~~shall be authorized to~~may request, through the City Manager, the appearance of ~~such employees of the~~any City employee or outside ~~experts~~consultant as may be necessary to secure factual answers to such technical questions.~~ Requests for staff attendance shall be directed to the City Manager.~~

~~Section E. Prohibitions Against Ordinances or Motions.~~

4. No ~~ordinances or motions shall be considered at~~Action.

No action may be taken in a workshop~~ session~~. An informal motion may be made ~~requesting an item be put on a subsequent meeting agenda,~~to request additional information, ~~or~~ to schedule additional workshop~~ sessions~~(s), or to place an item on a

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subsequent meeting agenda. Informal motions may be passed by a vote of four (4) members of the City Council.

5. Minutes of Workshops.

Because no action may be taken, minutes are not prepared for workshops. The minutes of the regular or special session within which a workshop is held shall provide a concise description of the subject matter and identify all participants in the workshop.

6. ~~Section F.~~ No Audience Comments or Questions.

Audience comments or questions will not be ~~considered at a workshop session.~~received at a workshop.

~~**ARTICLE 8.**~~

~~**RULES GOVERNING COMMENTS FROM AUDIENCE**~~

~~**Section A. Purpose.**~~

~~It is the desire of the City Council to hear from the citizens of Bellaire and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall control audience comments.~~

~~**Section B. Mayor to State Rules for Audience Comments.**~~

~~Immediately preceding the opening of audience comments, the Mayor shall summarize briefly the rules governing comments from the audience. [See also: *Article 6., Agenda Order, Section G., Personal/Audience Comments*, page 14.]~~

~~**Section C. Mayor Shall Recognize Interested Citizens.**~~

~~Each individual desiring to comment must first be recognized by the Mayor and shall first give his name and address. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.~~

~~**Section D. Time Limit.**~~

~~A time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left, shall govern each comment under "Personal/Audience Comments.~~

~~**Section E. Termination of Audience Comments.**~~

~~Audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. In the event of pressing~~

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~~business before the City Council or matters requiring immediate City Council attention or action, the City Council may, prior to the opening of audience comments, by a vote of four (4) members of the City Council, set a different maximum time limit for each comment. At any time, the City Council may terminate audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of audience comments.~~

~~**ART. 1.**~~

~~**Section F. Subjects Introduced by the Public During a Meeting of the City Council.**~~

~~Any inquiry made at a meeting by the public regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting.~~

~~**Section G. Preservation of Order.**~~

~~The Mayor shall preserve order and decorum and, if necessary, shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.~~

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~~**ARTICLE 9.**~~

~~**RULES GOVERNING PUBLIC HEARINGS**~~

~~**Section A. Call to Order.**~~

~~The Mayor shall call the meeting to order.~~

~~**Section B. Announcement of a Quorum.**~~

~~The Mayor shall announce that a quorum is present and shall state, for the record, the names of all members of City Council who are absent.~~

Section D. Public Hearings.

Public hearings are meetings legally required by Texas statutes and the *City Code* to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.

~~ART. 1.~~

1. ~~Section C.~~ Reading of the **Notice of the Public Hearing.**

~~The~~After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the City Clerk shall read the notice and call ~~for~~of the public hearing. This is the same notice that was published and/or mailed to all persons entitled to written notice.

2. ~~Section D.~~ **Summary of Procedure.**

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the public hearing.

3. ~~Section E.~~ **Presentation of Proposal.**

The applicant or recommending body ~~is~~shall be recognized to explain the proposal that is the subject of the public hearing. The presentation will be limited to 15 minutes unless ~~otherwise agreed to~~a different time limit is adopted by a majority vote of the City Council.

~~Section F. Recognition of Citizens.~~

4. **Public Comment.**

The Mayor will recognize ~~citizens~~speakers who have completed a sign-up sheet prior to the commencement of the ~~meeting~~public hearing. Each ~~individual will be given~~speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that ~~there is~~ one (1) minute is left ~~for comments~~. Questions from the public shall be addressed to the Mayor, and the Mayor and members of the City Council may refer such questions to the applicant or recommending body, or to staff as appropriate.

5. ~~Section G.~~ **Questions from Mayor and Members of City Council.**

The Mayor and members of the City Council will have an opportunity to ask questions of the applicant or of staff concerning the proposal, but shall express no opinions at the public hearing.

6. ~~Section H.~~ **Close of the Public Hearing.**

~~Following the comments from citizens who have submitted requests to speak on sign-up sheets, the Mayor will~~At the conclusion of the public hearing, the Mayor shall announce the deadline for written public comments and close the public hearing ~~and adjourn the meeting~~.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 1.~~

7. ~~Section I.~~ Written Public Comments; Deadline.

Oral public comment on the ~~application~~proposal will not be received following the close of the public hearing. The public may submit written comments to the City Council prior to its final deliberation. All written comments on the application must be received in the City Clerk's office by noon on the Thursday preceding the meeting of final deliberation for inclusion in the public record of the ~~application and its~~ proceedings.

Section E. Town Hall Meetings.

Town hall meetings are called by the City Council to present matters of public interest and to receive public comment on such matters. They are similar to public hearings, but are not legally required by statute or ordinance, nor is their conduct governed thereby.

1. Introduction of the Subject.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the Mayor shall briefly introduce the subject of the town hall meeting.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the town hall meeting.

3. Presentation.

A presentation to the public concerning the subject of the town hall meeting will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the town hall meeting. Each speaker shall have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute is left.

5. No Deliberation or Action.

The City Council shall not deliberate or take any action in a town hall meeting. At the conclusion of the meeting, the Mayor shall announce to the public the date of the meeting at which deliberation or action on the subject of the town hall meeting is anticipated, to the extent known.

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Section F. Closed Meetings (Executive Sessions).

Closed meetings (commonly known as "executive sessions") are permitted only for the purposes enumerated in *Texas Government Code, Chapter 551, Open Meetings Act, Subchapter D, Exceptions to Requirement That Meetings be Open*. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the *Open Meetings Act.*

Rules governing closed meetings are addressed in *Article 5, Rules Governed by Texas Open Meetings Act, of these Rules.*

Section G. Annual State of the City.

At the City Council's first regular session in February of each year, the Mayor shall present an annual State of the City address to the public, and the City boards and commissions shall present their annual reports to the City Council and the public. *See City Code, Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-104, Annual or special reports to city council.*

ARTICLE 4.

AGENDA PROCEDURE

Section A. Posting of the Agenda.

The Mayor and City Manager, or an appropriate designee, shall prepare an agenda and cause the same to be posted by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. The agenda and accompanying meeting packet shall be distributed to members of the City Council and made available to the public as soon as reasonably practicable on the day of posting.

Section B. Agenda Requests.

Any member of the City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager.

No item shall be included on the agenda unless a request to include the same has been made, and all supporting materials provided, to the City Manager or City Clerk by noon on the Wednesday next preceding the date of the meeting. This provision shall not apply in the event of an emergency meeting of the City Council or the emergency addition of an item to the agenda, which are instead governed by *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.045.*

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~~ART. 1.~~

Section C. Consent Agenda.

The consent agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to *Chapter 24, Planning and Zoning*, of the *City Code;* and ii) ordinances adopting, amending, or otherwise relating to the budget of the City.

All items set out in the consent agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council without discussion or debate, that the consent agenda be adopted. Upon the passage of such motion, all items included in the consent agenda shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances.

Upon request of any member of the City Council, items shall be removed from the consent agenda and considered separately.

Section D. City Manager Shall Provide Analysis.

The City Manager shall provide the City Council with an analysis of items requested by staff to be on the agenda, by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. However, in the case of an emergency, this provision shall be suspended. Said analysis should include sufficient detail so that members of the City Council are able to make an informed decision on the matter based solely on the information provided in the analysis.

Section E. Order of Business.

The following sequence of items shall, in general, be the order of business for regular sessions (or, as the case may be, special sessions) of the City Council.

1. Call to Order.

The Mayor shall call the meeting to order.

2. Announcement of a Quorum.

The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of the City Council that are absent.

3. Inspirational Reading and/or Invocation.

Members of the City Council will alternate reading a brief inspirational message and/or invocation.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 1.~~

4. Pledges of Allegiance.

The member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledges of Allegiance to the United States and Texas flags.

5. Recognition of Proclamations.

6. Approval of Minutes.

The minutes of previous meetings of the City Council shall either be approved as submitted or be corrected and approved as corrected. Any member of the City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of the City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.

Minutes submitted for approval may properly be included in the consent agenda.

7. Personal/Audience Comments.

See Article 2, General Rules of Procedure and Policies, Section K, Rules Governing Personal/Audience Comments, of these Rules.

8. Reports.

The City Manager, City Attorney, department directors, consultants, and such others shall present reports, as needed or requested, to the City Council.

9. New Business.

In addition to agenda items to be considered individually, the consent agenda shall be handled as an item of new business.

10. Community Interest Items from the Mayor and City Council.

It is the intent of this item to provide members of the City Council the opportunity to make a report about items of community interest, which may include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and announcements involving an imminent threat to the public health and safety of people in Bellaire that has arisen after the posting of the agenda.

~~{Remainder of page intentionally left blank}~~

No action may be taken on a reported item of community interest, and no possible action discussed except a proposal to place the subject on the agenda for a subsequent meeting.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~**ART. 1.**~~

See Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.0415 and 551.042.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

ARTICLE ~~10.~~5.

RULES GOVERNED BY TEXAS OPEN MEETINGS ACT

Section A. Meetings Open to the Public; Notice.

All meetings of the City Council shall be open to the public, and notices thereof shall be posted as provided under the *Texas Government Code, Chapter 551, Open Meetings Act*. Except in the case of an emergency meeting, notice of all meetings shall be given at least 72 hours in advance. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.043.*

Section B. Notice of Emergency Meetings or Emergency Additions to Agenda.

In the event of an emergency meeting of the City Council, or an emergency addition to the agenda, notice shall be given at least two (2) hours in advance, and special notice shall be given to the news media at least one (1) hour in advance, as required by *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.045 and 551.047.*

Section C. Non-Agendaed Subjects Introduced During a Meeting of City Council.

Any inquiry made at a meeting by the public or by a member of the City Council regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.042.*

Section D. Rules Governing Closed Meetings.

1. Convene First in Open Meeting.

The City Council may retire into a closed meeting as stated on a posted agenda during a regular or special meeting. Before said closed meeting begins, the Mayor shall announce in the open meeting that the City Council will be retiring into a closed meeting and shall identify the section(s) of the *Open Meetings Act* pursuant to which the closed meeting will be held. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.101.*

2. Certified Agenda.

A certified agenda, certified by the Mayor to be a true and correct record of the proceedings, shall be sealed and kept for at least two years after the date of the closed meeting, subject to disclosure only by Court order. *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.103 and 551.104.*

3. No Action in Closed Meeting.

No action, decision, or vote shall be taken by the City Council during the closed portion of the meeting, and no subject but that posted on the agenda is to be discussed. Any action, decision, or vote on a matter deliberated in the closed meeting shall be made, and the City Council may adjourn, only during the open meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.102.*

Section E. Review and Discipline.

Complaints, charges and discipline concerning members of the City Council or City personnel reporting directly to the City Council shall be discussed in a closed meeting unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074.*

ARTICLE 6.

REFERENCE: SELECTED RULES OF PARLIAMENTARY PROCEDURE

This article ~~is a brief discussion of the parliamentary rules, which shall guide the conduct of business before the City Council. These *Rules*, and the provisions of *Robert's Rules,* shall control the deliberations of the City Council, provided they are not inconsistent with federal or state law or the *City Charter*. This section is simply a guide to those rules that may be the most useful in the orderly consideration of City business before City Council. [Further detail may be found in *Robert's Rules of Parliamentary Procedure, Newly Revised 10th edition (2000).*]~~references some of the more commonly cited parliamentary rules, but is not intended to be an exhaustive listing, nor is it a substitute for *Robert's Rules*, which shall guide the conduct of business before the City Council except where inconsistent with federal or state law, the *City Charter*, the *City Code*, or as otherwise provided in these *Rules.*

~~**Section A. Preservation of Order.**~~

~~The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion.~~

Section A. Order of Precedence of Motions.

Robert's Rules shall prevail as to the order of precedence of motions and types of motions.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

Section B. Right to the Floor.

Any member of the City Council desiring to speak shall be recognized by the Mayor and shall confine his or her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.

Section C. Motion to Postpone.

A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. To postpone a motion, a motion must be made and can only be made at such time as another member of the City Council is not speaking. A simple majority vote is required for the motion to pass.

Section D. Motion to Amend a Pending Motion.

A member of the City Council who desires to modify the wording of a pending motion by adding and/or striking out words may move to amend the motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.

Section E. Substitute Motion.

A member of the City Council who desires to substitute a motion for the one being considered may make a substitute motion, which acts as an amendment to the pending motion and is itself amendable. Once the substitute motion is adopted, the vote on the original motion is not necessary, the substitute motion being the motion then on the floor.

Section F. Motion to Close Debate or to Move the Previous Question.

A motion to close debate or to move the previous question is a motion to stop debate on the pending motion. This motion can be made only at such time as no one else is speaking and the Mayor recognizes the person making the motion, and can be considered only if both sides of the issue have been presented during the debate. If this motion is made and seconded, debate stops immediately and the vote is taken on whether to close debate on the original motion. To close debate, a two-thirds (2/3) majority vote is required.

Section G. Motion to Lay a Pending Motion on the Table.

A motion to lay a pending motion on the table is a motion to temporarily set aside the pending motion. Reasons for this may include to take up a more urgent item of business or to hear a speaker who cannot stay for the disposition of the pending motion. This motion can be made only at such time as no one else is speaking and is not debatable. To lay a pending motion on the table, a vote of four (4) members of the City Council is required.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 10., § A~~ ~~§ D~~

Section H. Motion to Take a Question from the Table.

A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.

Section I. ~~Section B.~~ Motion to Adjourn.

A motion to adjourn may be made at any time upon being recognized by the Mayor so long as no one has been previously recognized and is speaking; such a motion requires a second and it requires a majority vote to pass.

Section J. ~~Section C.~~ Point of Order.

A member of the City Council may raise a point of order at any time whether or not another member of the City Council is speaking. A point of order is a statement to the Mayor that a particular motion before the City Council or other matter is out of order, or to make an inquiry of the Mayor as to parliamentary procedure~~, or for information~~. As soon as a point of order has been disposed of, the person interrupted may continue speaking.

~~In the event that the Mayor overrules a member of City Council asserting a point of order, the Council Member may appeal to the members of City Council for a final decision. The Mayor shall then~~The Mayor shall determine all points of order, subject to the right of any member of the City Council to appeal to the City Council or request a parliamentary opinion of the City Attorney. In the event of an appeal, the Mayor shall briefly state the reasons for ~~that decision~~the ruling; the decision of the Mayor may be overruled by a vote of four (4) members of the City Council.

Section K. ~~Section D.~~ Suspension of the Rules.

A member of the City Council may move to suspend the rules that interfere with a particular matter that is of apparent importance to the City Council~~ and should be considered by the City Council immediately, or a ruling by the Mayor to be out of order. In order for~~. For a suspension of the rules to be accomplished, ~~it is necessary that~~ a vote of five (5) members ~~be obtained~~is required. However, a motion to suspend the rules cannot interrupt an individual speaking.

~~**Section E. Motion to Withdraw a Motion.**~~

~~A person making the motion may move to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of City Council objects to the withdrawal of the motion, then the Mayor, upon motion from a member of City Council, may put the matter to an immediate vote and if four (4) members of the City Council vote to allow removal of the motion, it is withdrawn.~~

Section L. ~~**Section F.**~~ **Motion to Object to the Consideration of a Motion.**

A member of the City Council may object to the consideration of a motion, and such objection may be made at any time prior to debate on the motion, even when ~~a~~another member of the City Council is speaking. ~~In order to~~It does not require a second. To stop the consideration of a motion, a two-thirds (2/3) vote of the members~~ of City Council~~ present is required, which in no event shall be ~~less~~fewer than four (4) members of the City Council.

~~**Section G. Motion to Lay a Pending Motion on the Table.**~~

~~A motion to lay a pending motion on the table means to set aside temporarily and is correctly used to set aside the accepted order of business. Reasons for this may include to take up a more urgent item of business, or to hear a speaker who cannot stay for the completion of the pending business. In order to table a motion, a motion to table must be made and can only be made at such time when another member of City Council is not speaking; the matter must then be immediately put to a vote by the Mayor and upon a vote of four (4) members of City Council, it may be tabled.~~

~~**Section H. Motion to Take a Question from the Table.**~~

~~A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.~~

~~**Section I. Motion to Postpone.**~~

~~A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. In order to postpone a motion, a motion must be made and can only be made at such time as another member of City Council is not speaking. A simple majority vote is required for the motion to pass.~~

~~**Section J. Motion to Close Debate or to Move the Previous Question.**~~

~~A motion to close debate on a particular matter or to move the previous question is a motion to stop debate on the original motion. This motion can only be made at such time as the Mayor recognizes the person making the motion and no one else is speaking. If this motion is made and seconded, debate stops immediately and the vote is taken. However, this motion can only be considered if both sides of the issue have been presented during the debate. In order to close debate, a two-thirds (2/3) majority is necessary.~~

~~**Section K. Amend a Pending Motion.**~~

~~A member of City Council stating that he/she wishes to modify the wording by adding and/or striking out may amend a motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.~~

~~**Section L. Substitute Motion.**~~

~~A member of City Council who desires to substitute a motion for the one being considered may make a substitute motion at any time. [I move to substitute for the pending motion the following: . . . .] As soon as a substitute motion is made, it acts as an amendment and is itself amendable; however, the vote on the original question is not necessary. The question is the motion to substitute.~~

~~**Section M. Questions to Contain One (1) Subject.**~~

Section M. Division of the Question.

All questions submitted for vote shall contain only one subject. If two (2) or more subjects are involved, any member of the City Council may require its division.

~~**Section N. Order of Precedence of Motions.**~~

~~*Robert's Rules* shall prevail as to the order of precedence of motions and types of motions.~~

~~**Section O. Right to Floor.**~~

~~Any member of City Council desiring to speak shall be recognized by the Mayor and shall confine his/her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.~~

~~**Section P. Point of Order.**~~

~~The Mayor shall determine all points of order, subject to the right of any member to appeal to the City Council or request a parliamentary opinion of the City Attorney.~~

Section N. Request to Withdraw a Motion.

The member making the motion may request to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of the City Council objects to the withdrawal of the motion, then the Mayor, upon motion, shall put the matter to an immediate vote and if four (4) members of the City Council vote to allow withdrawal of the motion, it is withdrawn.

~~Section Q.~~ Reconsideration of an Action of City Council.

~~A~~Only a member of the City Council who voted with the majority (on the prevailing side) can ~~only~~ make ~~such motion to reconsider no later than the next succeeding regular meeting~~a motion to reconsider an action of the City Council. Any member can second it. ~~No question shall be reconsidered, except by vote of four (4) members of the City Council~~Notwithstanding any conflict with *Robert's Rules* concerning the timing of such a motion, the motion to reconsider must be made no later than the next succeeding regular session, except that action relating to ~~any~~a contract may be reconsidered at any time~~,~~ before final execution thereof. No question shall be reconsidered, except by a vote of four (4) members of the City Council. The action must be stated as "reconsideration" on the agenda.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

Attachment: ASF_20160120_Adoption of Rules of Procedure of City Council - January 2016 (1783 : City Council Rules and Procedures)

RESOLUTION NO. 16-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, ADOPTING RULES OF PROCEDURE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, REPLACING AND SUPERSEDING ALL PRIOR RULES.

WHEREAS, heretofore previously, the City Council of the City of Bellaire, Texas (the "City Council") originally adopted Rules of Procedure of the City Council of the City of Bellaire, Texas on February 12, 1996, and several subsequent revisions thereto, most recently on July 13, 2015 (collectively, the "Rules"); and

WHEREAS, on January 4, 2016, the City Council appointed a special committee (the "Committee") to review the Rules and present any proposed revisions thereto at the next regular meeting of the City Council; and

WHEREAS, the Committee performed a review of the Rules and presented its report and recommendations to City Council in a Regular Session held on January 25, 2016; and

WHEREAS, the City Council desires to adopt the Committee's proposed rules, attached hereto and marked Exhibit "A"; **NOW, THEREFORE,**

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

1. **THAT** the recitals set forth above are found to be true and correct.

2. **THAT** the City Council hereby adopts the Rules of Procedure attached hereto and marked Exhibit "A," replacing and superseding all prior Rules.

3. **THAT** this Resolution shall be effective immediately upon its passage and adoption.

PASSED, APPROVED and **ADOPTED** this 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: ASF_20160120_Adoption of Rules of Procedure of City Council - January 2016 (1783 : City Council Rules and Procedures)

Attachment: ASF_20160118_Code Amendment - Ch 2 - Removal of Meeting Dates and Times and Consent Agenda (1783 : City Council Rules

ORDINANCE NO. 16-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE *CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS,* FOR THE PURPOSE OF DELETING *SECTION 2-3, TIME AND PLACE FOR COUNCIL MEETINGS,* AND *SECTION 2-19, CONSENT AGENDA*.

WHEREAS, on this date a special committee of the City Council of the City of Bellaire, Texas, presented its report and recommendations following its review of the *Rules of Procedure for the City Council of the City of Bellaire, Texas* ("Council Rules") and related sections of the *Charter of the City of Bellaire, Texas, as amended November 7, 2006* ("Charter"), and of the *Code of Ordinances of the City of Bellaire, Texas* ("Code"); and

WHEREAS, the committee recommended the deletion of *Chapter 2, Administration, Article I, In General, Section 2-3, Time and place for council meetings*, of the Code, as in conflict with *Article II, The Council, Section 15, Meetings of Council*, of the Charter; and

WHEREAS, the committee recommended the deletion of *Chapter 2, Administration, Article II, Legislation, Division I, Generally, Section 2-19, Consent agenda,* of the Code, as unnecessary and its subject better addressed in the *Council Rules*; **NOW, THEREFORE,**

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

Section 1. **THAT** *Chapter 2, Administration, Article I, In General, Section 2-3, Time and place for council meetings,* of the *Code* is hereby amended by deleting said section in its entirety for the purpose of eliminating any conflicts with the Charter. The amended Code shall read as set out in Appendix A, attached

hereto. All other portions of the Code not specifically amended hereby shall remain in full force and effect.

Section 2. **THAT** *Chapter 2, Administration, Article II, Legislation, Division I, Generally, Section 2-19, Consent agenda,* of the *Code* is hereby amended by deleting said section in its entirety as unnecessary and its subject better addressed in the *Council Rules*. The amended *Code* shall read as set out in Appendix A, attached hereto. All other portions of the Code not specifically amended hereby shall remain in full force and effect.

Section 3. **THAT** all ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 4. **THAT** if any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances shall be affected hereby.

Section 5. **THAT** the City Council officially finds, determines, and declares that a sufficient written notice of the date, hour, place and subject of the meeting at which this Ordinance was discussed, considered, or acted upon was given in the manner required by the *Texas Open Meetings Act,* as amended, and that the meeting has been open to the public as required by law at all times during such discussion, consideration, and action. The City Council ratifies, approves, and confirms such notice and the contents and posting thereof.

Section 6. **THAT** this Ordinance shall be effective as of January 25, 2016.

PASSED, APPROVED, and **ADOPTED** this 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: ASF_20160118_Code Amendment - Ch 2 - Removal of Meeting Dates and Times and Consent Agenda (1783 : City Council Rules

APPENDIX A

Instructions: Delete section in its entirety.

CHAPTER 2. ADMINISTRATION

ARTICLE I. - IN GENERAL

~~Sec. 2-3. – Time and place for council meetings.~~

~~The city council shall hereafter meet in the city council Chamber of the City Hall, located at 7008 South Rice Avenue, in regular meetings at 7:00 p.m., on the first and third Mondays of each month, except that when such first or third Monday shall be a legal holiday. Then the city council of the city shall meet in regular meeting in lieu thereof, on the next calendar Monday thereafter.~~

~~(Ord. No. 77-071, 8-11-1977)~~

~~**Charter reference**— Meetings of Council, Art. II, § 15.~~

~~**State Law reference**— Open Meetings Act, V.T.C.A., Government Code § 551.001 et seq.~~

Sec. 2-3. – Reserved.

Instructions: Delete section in its entirety.

CHAPTER 2. ADMINISTRATION

ARTICLE II. – LEGISLATION

DIVISION 1. – GENERALLY

~~Sec. 2-19. – Consent agenda.~~

~~There is hereby established as a part of every agenda for regular and/or special meetings of the city council of the City of Bellaire, a portion of said agenda which shall be labeled "consent agenda." Said consent agenda may consist of any and all business regularly coming before the city council of the City of Bellaire, excluding ordinances finally adopting amendments to chapter 24 of the Code of Ordinances, entitled "Planning and Zoning Regulations," ordinances adopting or amending, on either first, second or third reading, existing franchise or new franchise ordinances, and ordinances adopting, amending or otherwise relating to the budget of the City of Bellaire.~~

~~All items set out in the consent agenda shall be deemed passed, and the city clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances, upon the passage of a~~

~~motion, by a vote of at least four members of the city council, that the consent agenda be adopted. No further action shall be deemed necessary, and all such items appearing thereon, upon the passage of such motion, shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full.~~

~~Upon motion duly made and passed, any item on the consent agenda may be withdrawn for separate consideration.~~

~~(Ord. No. 82-048, § 1, 6-14-1982)~~

Sec. 2-19. – Reserved.

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 21, 2015

Civic Center	Reception for Outgoing Members	6:15 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

SPECIAL SESSION (RECEPTION FOR OUTGOING MEMBERS OF CITY COUNCIL) - 6:15 P.M.

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

Dr. Philip L. Nauert, Mayor, called the City Council of the City of Bellaire, Texas, to order at 6:16 p.m. on Monday, December 21, 2015. The Special Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Nauert advised that all members of City Council were present as set forth in the table below.

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

B. Welcome - Paul A. Hofmann, City Manager.

Paul A. Hofmann, City Manager, welcomed friends and families of outgoing members of City Council. Following expressions of thanks to those friends and families, City Manager Hofmann recognized each outgoing member of City Council for his or her dedicated service to the City of Bellaire.

C. Special Recognition of Service - Paul A. Hofmann, City Manager.

1. Recognition of Outgoing Councilman Pat B. McLaughlan:

As of January 4, 2016, Pat B. McLaughlan, Councilman—Position No. 4, will have served on the Bellaire City Council for four years (January 2012 to January 2016). He was re-elected for a second four-year term during a General Election held on November 3, 2015. His second term will commence on January 4, 2016. Prior to serving as Councilman—Position No. 4, he served as Councilman—Position No. 6 for four years (January 1996 to January 2000) and as Councilman—Position No. 5 for eight years (January 2002 to January 2010).

Paul A. Hofmann, City Manager, advised that although Councilman McLaughlan was not actually leaving the City Council, the City wished to commemorate the fact that he was leaving one term and joining another.

Minutes Acceptance: Minutes of Dec 21, 2015 6:15 PM (Approval of Minutes:)

City Manager Hofmann presented Councilman McLaughlan with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire.

Councilman Pat B. McLaughlan thanked friends and families for attending the reception this evening.

2. Recognition of Outgoing Councilman Andrew S. Friedberg:

As of November 16, 2015, Andrew S. Friedberg, Councilman—Position No. 5, served on the Bellaire City Council for six years (January 2010 to November 2015). He resigned to run for Mayor and was elected to that position during a General Election held on November 3, 2015. His first two-year term as Mayor will commence on January 4, 2016.

Paul A. Hofmann, City Manager, presented former Councilman and Mayor-Elect Andrew S. Friedberg with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

Former Councilman and Mayor-Elect Andrew S. Friedberg thanked Bellaire's citizens for the great privilege of having served on City Council for six years, and stated that he was looking forward to continuing his service. Former Councilman and Mayor-Elect Friedberg advised that the true honorees this evening were Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilman James P. Avioli, Sr.

In closing, Former Councilman and Mayor-Elect Friedberg thanked the City for the recognition and expressed his gratefulness to the outgoing honorees for their service to the City.

3. Recognition of Outgoing Councilman James P. Avioli, Sr.:

As of January 4, 2016, James P. Avioli, Sr., Councilman—Position No. 2, will have served on the Bellaire City Council for eight years (January 2008 to January 2016).

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Councilman James P. Avioli, Sr.

City Manager Hofmann also presented Councilman Avioli with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal clock was presented to Councilman Avioli in commemoration of his eight years of service as a member of City Council.

Councilman James P. Avioli, Sr., recognized the members of his family that were present for the reception. He also thanked the citizens of Bellaire and City staff for the confidence and support they had given him in the eight years that he had been on City Council.

4. Recognition of Outgoing Mayor Pro Tem and Councilman Amanda B. Nathan:

As of January 4, 2016, Amanda B. Nathan, Mayor Pro Tem and Councilman—Position No. 6, will have served on the Bellaire City Council for six years. During her first term, she filled a vacancy that commenced in November of 2009 and ended in January of 2012. She was re-

Minutes Acceptance: Minutes of Dec 21, 2015 6:15 PM (Approval of Minutes:)

elected for a second four-year term that commenced in January of 2012 and will end in January of 2016.

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Mayor Pro Tem Amanda B. Nathan.

City Manager Hofmann also presented Mayor Pro Tem Nathan with a plaque in recognition of her dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal gavel and stand was presented to Mayor Pro Tem Nathan in commemoration of her six years of service as a member of City Council.

Mayor Pro Tem Amanda B. Nathan thanked the residents of Bellaire for the honor of representing them on City Council. She thanked the staff as well for the pleasure of working with them. In closing, she thanked the members of City Council that she had served with and her family for their support.

5. Recognition of Outgoing Mayor Dr. Philip L. Nauert:

As of January 4, 2016, Dr. Philip L. Nauert, Mayor, will have served on the Bellaire City Council for four years (January 2012 to January 2016). Prior to serving as Mayor, Dr. Nauert served eight years as Councilman-Position No. 1 (January 1998 to January 2006) and four years as Councilman-Position No. 4 (January 2008 to January 2012).

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Dr. Philip L. Nauert, Mayor.

City Manager Hofmann also presented Mayor Nauert with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal gavel and stand was presented to Mayor Nauert in commemoration of his four years of service as a member of City Council.

Dr. Philip L. Nauert, Mayor, advised that he was humbled and honored to have served as the Mayor of Bellaire, as well as a member of City Council prior to his election as Mayor. He recognized several past Mayors for their wisdom and insight (Mayor Betty Janicek, Mayor Charles Jacobus, Mayor Mary Ann Goode, and Mayor Cynthia Siegel).

Mayor Nauert continued and thanked his family for all of their support, as well as his Council mates (present and past) for their support. After providing a few recommendations for those members of City Council remaining, he recognized City staff, his dental practice staff, and City Manager Paul A. Hofmann for their support.

In closing, Mayor Nauert stated that he was proud of Andrew S. Friedberg for running for Mayor and noted that he was a wonderful replacement.

D. Adjourn to Reception.

<u>Motion:</u>

To adjourn the Special Session of the City Council of the City of Bellaire, Texas, at 6:45 p.m. on Monday, December 21, 2015.

Minutes Acceptance: Minutes of Dec 21, 2015 6:15 PM (Approval of Minutes:)

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

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 21, 2015

Civic Center	Regular Session	7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:14 p.m. on Monday, December 21, 2015. The Regular Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Nauert announced that a quorum of all members of City Council was present as set forth in the table below.

Attendee Name	Title	Status	Arrived
Philip L. Nauert	Mayor	Present	
Amanda B. Nathan	Mayor Pro Tem	Present	
Roman F. Reed	Councilman	Present	
James P. Avioli Sr.	Councilman	Present	
Gus E. Pappas	Councilman	Present	
Pat B. McLaughlan	Councilman	Present	
Michael Fife	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 - Pat B. McLaughlan, Councilman.

Pat B. McLaughlan, Councilman, provided the inspirational reading for the evening.

C. Pledges to the Flags - Pat B. McLaughlan, Councilman.

Pat B. McLaughlan, Councilman, led the members of City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Approval or Correction of Minutes:

1. Minutes of the Special Session (Official Canvass) - November 16, 2015:

Consideration of and possible action on the approval of the minutes of the Special Session (Official Canvass) of the City of Bellaire, Texas, held on Monday, November 16, 2015.

Mayor and Council - Official Canvass - Nov 16, 2015 6:30 PM

Motion:

To approve the minutes of the Special Session (Official Canvass) of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

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

2. Minutes of the Regular Session - November 16, 2015:

Consideration of and possible action on the adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

Mayor and Council - Regular Session - Nov 16, 2015 7:00 PM

Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

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

E. Personal/Audience Comments.

Tracy L. Dutton, City Clerk, read written comments submitted by Cynthia Siegel, former Mayor and Councilwoman, into the record. Ms. Siegel expressed her thanks and appreciation to the outgoing members of City Council for their long, dedicated service on behalf of the Bellaire citizens.

Richard Franke:

Mr. Franke thanked the departing members of City Council for their service and recognized Mayor Philip L. Nauert for his support of actions related to the safety of citizens, as well as work on behalf of the citizens on the proposed project by the Texas Department of Transportation (TxDOT) involving the construction of elevated lanes along Loop 610.

Lynn McBee:

Ms. McBee thanked the departing members of City Council for their service to the citizens of Bellaire and expressed her appreciation for the honor, integrity, independence, and intelligence of those members during their tenure.

F. New Business:

Consideration of and possible action on a recommendation from the Bellaire Public Works Department to approve a Change Order (No. 1) with A Absolute Plumbing, Inc., to the contract for the 2015 Water Line Replacement Project in an amount of $78,700.80; to authorize and approve a proposal for additional engineering services related to said Change Order (No. 1) from ARKK Engineers in an amount not to exceed $5,500.00; and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager to execute, for and on behalf of the City of Bellaire, Texas, said Change Order (No. 1) with A Absolute Plumbing, Inc., to the contract for the 2015 Water Line Replacement Project - Requested by Brant Gary, Director of Public Works.

James Andrews, P.E., City Engineer, ARKK Engineers LLC, provided an overview of the City's 2015 Water Line Replacement Project and noted that, upon completion, the project would be under budget. Due to failing water lines in the 5100 block of Grand Lake Street, a change order (no. 1) to the contract for the referenced project with A Absolute Plumbing, Inc., was recommended in the amount of $78,700.80. Additional authorization and approval was requested for engineering services necessary for, and related to, the change order in an amount not to exceed $5,500.00, said services to be provided by ARKK Engineers LLC.

Motion:

To approve a recommendation from the Bellaire Public Works Department and 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, a change order (no. 1) to a contract for the 2015 Water Line Replacement Project with A Absolute Plumbing, Inc., in an amount of $78,700.80; and authorizing and approving a proposal for engineering services related to said change order (no. 1) from ARKK Engineers LLC in an amount not to exceed $5,500.00.

Following questions of City Engineer Andrews related to the change order, action was taken on the motion on the floor.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

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

No items for future agendas were requested this evening.

Community interest items from the Mayor and City Council included best wishes for a joyous holiday season and New Year and expressions of appreciation to outgoing members of City Council for their service and dedication to the citizens of Bellaire.

H. Adjourn.

Motion:

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 7:34 p.m. on Monday, December 21, 2015.

RESULT:	**UNANIMOUS**
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

NOVEMBER 16, 2015

Council Chamber	Official Canvass	6:30 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

SPECIAL SESSION (OFFICIAL CANVASS) - 6:30 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 (Official Canvass) of the City Council of the City of Bellaire, Texas, to order at 6:35 p.m. on Monday, November 16, 2015. He announced that a quorum was present consisting of all members of City Council as set forth in the table below.

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

B. Official Canvass:

Tabulation of the total number of votes received in each precinct (128, 182, 214, 215, and 268) and the sum of the precinct totals cast in the City of Bellaire, Texas, General Election held on the 3rd day of November, 2015, for the purpose of electing a Mayor, Councilman--Position No. 2, Councilman--Position No. 4, and Councilman--Position No. 6 and in the City of Bellaire, Texas, Special Election held on the 3rd day of November, 2015, for the purpose of electing a Councilman--Position No. 5 - Tabulation to be read by City Clerk Tracy L. Dutton and City Manager Paul A. Hofmann; tabulation prepared by the Elections Division of the Harris County Clerk's Office.

Tracy L. Dutton, City Clerk, and **Paul A. Hofmann, City Manager**, alternately read into the record the tabulation of the total number of votes received in each precinct and the sum of the precinct totals cast in the City of Bellaire, Texas, General Election and Special Election held on the 3rd day of November, 2015.

Set forth below are the results of the number of votes received by each candidate for office in the City of Bellaire, Texas, General Election and Special Election during early voting and on Election Day, as well as the sum of totals cast.

EARLY VOTING RESULTS BY PRECINCT:

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Seven hundred forty-two (742) ballots were cast during early voting in the Bellaire General and Special Elections as follows:

GENERAL ELECTION:

Robert Riquelmy, Candidate for the Office of Mayor

Precinct 128	**20**
Precinct 182	**20**
Precinct 214	**13**
Precinct 215	**14**
Precinct 268	**14**
Total	**81**

Andrew S. Friedberg, Candidate for the Office of Mayor

Precinct 128	**120**
Precinct 182	**151**
Precinct 214	**103**
Precinct 215	**112**
Precinct 268	**104**
Total	**590**

Trisha S. Pollard, Candidate for the Office of Councilman—Position No. 2

Precinct 128	**99**
Precinct 182	**120**
Precinct 214	**74**
Precinct 215	**71**
Precinct 268	**79**
Total	**443**

Jill Bullard Almaguer, Candidate for the Office of Councilman—Position No. 2

Precinct 128	**43**
Precinct 182	**49**
Precinct 214	**33**
Precinct 215	**47**
Precinct 268	**36**
Total	**208**

Pat B. McLaughlan, Candidate for the Office of Councilman—Position No. 4

Precinct 128	**117**
Precinct 182	**139**

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Precinct 214	**94**
Precinct 215	**105**
Precinct 268	**106**
Total	**561**

David R. Montague, Candidate for the Office of Councilman—Position No. 6

Precinct 128	**79**
Precinct 182	**91**
Precinct 214	**56**
Precinct 215	**71**
Precinct 268	**70**
Total	**367**

Kevin Newman, Candidate for the Office of Councilman—Position No. 6

Precinct 128	**48**
Precinct 182	**70**
Precinct 214	**42**
Precinct 215	**45**
Precinct 268	**40**
Total	**245**

SPECIAL ELECTION:

Michael Fife, Candidate for the Office of Councilman—Position No. 5

Precinct 128	**76**
Precinct 182	**100**
Precinct 214	**60**
Precinct 215	**88**
Precinct 268	**67**
Total	**391**

Susan Downs, Candidate for the Office of Councilman—Position No. 5

Precinct 128	**58**
Precinct 182	**62**
Precinct 214	**44**
Precinct 215	**31**
Precinct 268	**48**
Total	**243**

ELECTION DAY RESULTS BY PRECINCT:

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Two thousand four hundred twenty-six (2,426) ballots were cast on Election Day in the General and Special Election as follows:

GENERAL ELECTION:

Robert Riquelmy, Candidate for the Office of Mayor

Precinct 128	**46**
Precinct 182	**53**
Precinct 214	**44**
Precinct 215	**62**
Precinct 268	**35**
Total	**240**

Andrew S. Friedberg, Candidate for the Office of Mayor

Precinct 128	**425**
Precinct 182	**484**
Precinct 214	**238**
Precinct 215	**359**
Precinct 268	**405**
Total	**1,911**

Trisha S. Pollard, Candidate for the Office of Councilman—Position No. 2

Precinct 128	**321**
Precinct 182	**383**
Precinct 214	**173**
Precinct 215	**290**
Precinct 268	**318**
Total	**1,485**

Jill Bullard Almaguer, Candidate for the Office of Councilman—Position No. 2

Precinct 128	**143**
Precinct 182	**133**
Precinct 214	**102**
Precinct 215	**109**
Precinct 268	**111**
Total	**598**

Pat B. McLaughlan, Candidate for the Office of Councilman—Position No. 4

Precinct 128	**375**
Precinct 182	**466**

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Precinct 214	**239**
Precinct 215	**347**
Precinct 268	**343**
Total	**1,770**

David R. Montague, Candidate for the Office of Councilman—Position No. 6

Precinct 128	**289**
Precinct 182	**305**
Precinct 214	**163**
Precinct 215	**261**
Precinct 268	**234**
Total	**1,252**

Kevin Newman, Candidate for the Office of Councilman—Position No. 6

Precinct 128	**130**
Precinct 182	**173**
Precinct 214	**99**
Precinct 215	**126**
Precinct 268	**132**
Total	**660**

SPECIAL ELECTION:

Michael Fife, Candidate for the Office of Councilman—Position No. 5

Precinct 128	**281**
Precinct 182	**348**
Precinct 214	**141**
Precinct 215	**240**
Precinct 268	**244**
Total	**1,254**

Susan Downs, Candidate for the Office of Councilman—Position No. 5

Precinct 128	**161**
Precinct 182	**172**
Precinct 214	**122**
Precinct 215	**155**
Precinct 268	**142**
Total	**752**

SUM OF PRECINCT TOTALS CAST:

Three thousand one hundred sixty-eight (3,168) ballots were cast during early

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

voting and on Election Day in the General and Special Election as follows:

GENERAL ELECTION:

Mayor:

Robert Riquelmy	**321**
Andrew S. Friedberg	**2,501**

{Under Votes = 345; Over Vote = 1}

Councilman—Position No. 2:

Trisha S. Pollard	**1,928**
Jill Bullard Almaguer	**806**

{Under Votes = 433; Over Vote = 1}

Councilman—Position No. 4:

Pat B. McLaughlan	**2,331**

{Under Votes = 837}

Councilman—Position No. 6:

David R. Montague	**1,619**
Kevin Newman	**905**

{Under Votes = 643; Over Vote = 1}

SPECIAL ELECTION:

Councilman—Position No. 5:

Michael Fife	**1,645**
Susan Downs	**995**

{Under Votes = 527; Over Vote = 1}

C. Adoption of Ordinance Canvassing Returns and Declaring Results:

M: RR
S: GP

Vote: 7-0

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, canvassing the returns and declaring the results of a General Election held November 3, 2015, for the purpose of electing a Mayor, Councilman—Position No. 2, Councilman—Position No. 4, and Councilman—Position No. 6 for the City Council of the City of Bellaire, Texas, and canvassing the returns and declaring the results of a Special Election held November 3, 2015, for the purpose of electing a Councilman—Position No. 5 to fill a vacancy for the City Council of the City of Bellaire, Texas - Item submitted by Tracy L. Dutton, City Clerk.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, canvassing the returns and declaring the results of a General Election held November 3, 2015, for the purpose of electing a Mayor, Councilman-Position No. 2, Councilman-Position No. 4, and Councilman-Position No. 6 for the City Council of the City of Bellaire, Texas, and canvassing the returns and declaring the results of a Special Election held November 3, 2015, for the purpose of electing a Councilman-Position No. 5 to fill a vacancy for the City Council of the City of Bellaire, Texas.

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

D. Certificate of Election:

Issuance by Dr. Philip L. Nauert, Mayor, of a Certificate of Election to each candidate elected to the office of Mayor, Councilman—Position No. 2, Councilman—Position No. 4, Councilman—Position No. 6, and Councilman—Position No. 5 (Texas Election Code, Section 67.016) - Requested by Tracy L. Dutton, City Clerk.

Dr. Philip L. Nauert, Mayor, issued Certificates of Election to each candidate elected to the Office of Mayor, Councilman-Position No. 2, Councilman-Position No. 4, Councilman-Position No. 6, and Councilman-Position No. 5. {The purpose of the "Certificate of Election" was to verify the election of officials in compliance with Section 67.016 of the Texas Election Code.}

Andrew S. Friedberg received a Certificate of Election certifying that at a General Election held on the 3rd day of November, 2015, he was elected Mayor for a two-year term beginning the 4th day of January, 2016, and expiring the 8th day of January, 2018.

Trisha S. Pollard received a Certificate of Election certifying that at a General Election held on the 3rd day of November, 2015, she was elected Councilman—Position No. 2 for a four-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

Pat B. McLaughlan received a Certificate of Election certifying that at a General Election held on the 3rd day of November, 2015, he was elected Councilman—Position No. 4 for a four-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

David R. Montague received a Certificate of Election certifying that at a General Election held on the 3rd day of November, 2015, he was elected Councilman—Position No. 6 for a four-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

Michael Fife received a Certificate of Election certifying that at a Special Election held on the 3rd day of November, 2015, she was elected Councilman—Position No. 5 to fill an unexpired term commencing on the 16th day of November, 2015, and expiring on the 8th day of January, 2018.

E. Oath of Office:

1. Statement of Elected Officer - sworn to before Associate Judge Jerel Twyman, Bellaire Municipal Court, by the candidate elected to the office of Councilman - Position No. 5 for the City of Bellaire, Texas, as determined by the results of the Official Canvass - Submitted by Tracy L. Dutton, City Clerk.

   Michael Fife, duly elected Councilman—Position No. 5, completed her first step of the swearing-in ceremony before Associate Judge Jerel Twyman, Bellaire Municipal Court. The document sworn to by Councilman Fife during this first step was the "Statement of Elected Officer."

2. Oath of Office - sworn to before Presiding Judge Lisa A. Wesely, Bellaire Municipal Court, by the candidate elected to the office of Councilman - Position No. 5 for the City of Bellaire, Texas, as determined by the results of the Official Canvass - Submitted by Tracy L. Dutton, City Clerk.

   Michael Fife, duly elected Councilman—Position No. 5, completed her second step of the swearing-in ceremony before Presiding Judge Lisa A. Wesely, Bellaire Municipal Court. The document sworn to by Councilman Fife during this second step was the "Oath of Office."

F. Adjourn.

Dr. Philip L. Nauert, Mayor, announced that the Special Session (Official Canvass) of the City Council of the City of Bellaire, Texas, was adjourned at 6:57 p.m. on Monday, November 16, 2015.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1673)

Meeting: 11/16/15 06:30 PM
Department: City Clerk
Category: Election
Department Head: Tracy L. Dutton
DOC ID: 1673

Item Title:

Tabulation of the total number of votes received in each precinct (128, 182, 214, 215, and 268) and the sum of the precinct totals cast in the City of Bellaire, Texas, General Election held on the 3rd day of November, 2015, for the purpose of electing a Mayor, Councilman--Position No. 2, Councilman--Position No. 4, and Councilman--Position No. 6 and in the City of Bellaire, Texas, Special Election held on the 3rd day of November, 2015, for the purpose of electing a Councilman--Position No. 5 - Tabulation to be read by City Clerk Tracy L. Dutton and City Manager Paul A. Hofmann; tabulation prepared by the Elections Division of the Harris County Clerk's Office.

Background/Summary:

The City of Bellaire, Texas ("City"), held its General Election on Tuesday, November 3, 2015, for the purpose of electing a Mayor, Councilman--Position No. 2, Councilman--Position No. 4, and Councilman--Position No. 6 for the City Council. In addition, the City held its Special Election on Tuesday, November 3, 2015, for the purpose of electing a Councilman--Position No. 5 to fill a vacancy for the City Council.

According to the Texas Election Code, Chapter 67, Canvassing Elections, Section 67.004, Procedure for the local canvass, the canvass is the official tabulation of the ballots cast and votes received in each precinct for early voting and on Election Day and the sum of the precinct totals for the offices of Mayor, Councilman--Position No. 2, Councilman--Position No. 4, Councilman--Position No. 6, and Councilman--Position No. 5.

The City Clerk and City Manager will publicly read aloud the referenced tabulation. Copies of the official canvass reports prepared by the Office of the Harris County Clerk, Stan Stanart, are attached hereto

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

No action required.

ATTACHMENTS:

- Canvass Reports (PDF)

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

STAN STANART
COUNTY CLERK

November 12, 2015

City of Bellaire
Attn: Tracy L Dutton, City Clerk
7008 South Rice Avenue
Bellaire, Texas 77401

RE: General and Special Elections
November 3, 2015
Harris County, Texas
Agenda – Official Results

Dear Ms. Dutton:

Enclosed for your adoption is the official canvass for all votes cast in the November 3, 2015 General and Special Elections.

I hereby certify that to the best of my knowledge all votes cast in the November 3, 2015 General and Special Elections have been received, tabulated and are listed in the attached canvass reports ready for official adoption.

Sincerely,

Stan Stanart

Stan Stanart
County Clerk, Harris County, Texas

SS/SA/mm

Attachments

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

1001 Preston, 4th Floor ✪ P.O. Box 1148 ✪ Houston, TX 77251-1148 ✪ 713-755-5792
www.harrisvotes.com ✪ www.cclerk.hctx.net

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Mayor

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Robert Riquelmy	Andrew Friedberg	Totals
0128	153	516	669	2,297	29.12%	66	545	611
0182	192	624	816	3,357	24.31%	73	635	708
0214	136	323	459	1,856	24.73%	57	341	398
0215	138	478	616	2,241	27.49%	76	471	547
0268	123	485	608	2,453	24.79%	49	509	558
Totals:	**742**	**2,426**	**3,168**	**12,204**		**321**	**2,501**	**2,822**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 2

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Trisha S. Pollard	Jill Bullard Almaguer	Totals
0128	153	516	669	2,297	29.12%	420	186	606
0182	192	624	816	3,357	24.31%	503	182	685
0214	136	323	459	1,856	24.73%	247	135	382
0215	138	478	616	2,241	27.49%	361	156	517
0268	123	485	608	2,453	24.79%	397	147	544
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,928**	**806**	**2,734**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 4

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Pat McLaughlan	Totals
0128	153	516	669	2,297	29.12%	492	492
0182	192	624	816	3,357	24.31%	605	605
0214	136	323	459	1,856	24.73%	333	333
0215	138	478	616	2,241	27.49%	452	452
0268	123	485	608	2,453	24.79%	449	449
Totals:	**742**	**2,426**	**3,168**	**12,204**		**2,331**	**2,331**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 6

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	David R. Montague	Kevin Newman	Totals
0128	153	516	669	2,297	29.12%	368	178	546
0182	192	624	816	3,357	24.31%	396	243	639
0214	136	323	459	1,856	24.73%	219	141	360
0215	138	478	616	2,241	27.49%	332	171	503
0268	123	485	608	2,453	24.79%	304	172	476
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,619**	**905**	**2,524**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

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District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 5

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Michael Fife	Susan Downs	Totals
0128	153	516	669	2,297	29.12%	357	219	576
0182	192	624	816	3,357	24.31%	448	234	682
0214	136	323	459	1,856	24.73%	201	166	367
0215	138	478	616	2,241	27.49%	328	186	514
0268	123	485	608	2,453	24.79%	311	190	501
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,645**	**995**	**2,640**

City of Bellaire Cumulative Report — Official
Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:53 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	5	16.13%	76	11.88%	240	11.16%	321	11.37%
	Andrew Friedberg	26	83.87%	564	88.13%	1,911	88.84%	2,501	88.63%
	Cast Votes:	31	96.88%	640	90.14%	2,151	88.66%	2,822	89.08%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	69	9.72%	275	11.34%	345	10.89%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	21	67.74%	422	68.06%	1,485	71.29%	1,928	70.52%
	Jill Bullard Almaguer	10	32.26%	198	31.94%	598	28.71%	806	29.48%
	Cast Votes:	31	96.88%	620	87.32%	2,083	85.86%	2,734	86.30%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	89	12.54%	343	14.14%	433	13.67%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	25	100.00%	536	100.00%	1,770	100.00%	2,331	100.00%
	Cast Votes:	25	78.13%	536	75.49%	1,770	72.96%	2,331	73.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	7	21.88%	174	24.51%	656	27.04%	837	26.42%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

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Harris County, Texas — General and Special Elections — November 03, 2015

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District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	21	67.74%	346	59.55%	1,252	65.48%	1,619	64.14%
	Kevin Newman	10	32.26%	235	40.45%	660	34.52%	905	35.86%
	Cast Votes:	31	96.88%	581	81.83%	1,912	78.81%	2,524	79.67%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	128	18.03%	514	21.19%	643	20.30%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	17	58.62%	374	61.82%	1,254	62.51%	1,645	62.31%
	Susan Downs	12	41.38%	231	38.18%	752	37.49%	995	37.69%
	Cast Votes:	29	90.63%	605	85.21%	2,006	82.69%	2,640	83.33%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	3	9.38%	104	14.65%	420	17.31%	527	16.64%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:54 AM

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District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 0128 (Ballots Cast: 669)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	20.00%	19	14.07%	46	9.77%	66	10.80%
	Andrew Friedberg	4	80.00%	116	85.93%	425	90.23%	545	89.20%
	Cast Votes:	5	100.00%	135	91.22%	471	91.28%	611	91.33%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	13	8.78%	45	8.72%	58	8.67%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	100.00%	94	68.61%	321	69.18%	420	69.31%
	Jill Bullard Almaguer	0	0.00%	43	31.39%	143	30.82%	186	30.69%
	Cast Votes:	5	100.00%	137	92.57%	464	89.92%	606	90.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	11	7.43%	52	10.08%	63	9.42%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	112	100.00%	375	100.00%	492	100.00%
	Cast Votes:	5	100.00%	112	75.68%	375	72.67%	492	73.54%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	36	24.32%	141	27.33%	177	26.46%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	5	100.00%	74	60.66%	289	68.97%	368	67.40%
	Kevin Newman	0	0.00%	48	39.34%	130	31.03%	178	32.60%
	Cast Votes:	5	100.00%	122	82.43%	419	81.20%	546	81.61%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	26	17.57%	97	18.80%	123	18.39%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	2	40.00%	74	57.36%	281	63.57%	357	61.98%
	Susan Downs	3	60.00%	55	42.64%	161	36.43%	219	38.02%
	Cast Votes:	5	100.00%	129	87.16%	442	85.66%	576	86.10%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	19	12.84%	74	14.34%	93	13.90%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:54 AM

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District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 0182 (Ballots Cast: 816)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	33.33%	19	11.31%	53	9.87%	73	10.31%
	Andrew Friedberg	2	66.67%	149	88.69%	484	90.13%	635	89.69%
	Cast Votes:	3	75.00%	168	89.36%	537	86.06%	708	86.76%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	25.00%	20	10.64%	87	13.94%	108	13.24%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	3	75.00%	117	70.91%	383	74.22%	503	73.43%
	Jill Bullard Almaguer	1	25.00%	48	29.09%	133	25.78%	182	26.57%
	Cast Votes:	4	100.00%	165	87.77%	516	82.69%	685	83.95%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	23	12.23%	108	17.31%	131	16.05%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	2	100.00%	137	100.00%	466	100.00%	605	100.00%
	Cast Votes:	2	50.00%	137	72.87%	466	74.68%	605	74.14%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	50.00%	51	27.13%	158	25.32%	211	25.86%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	3	75.00%	88	56.05%	305	63.81%	396	61.97%
	Kevin Newman	1	25.00%	69	43.95%	173	36.19%	243	38.03%
	Cast Votes:	4	100.00%	157	83.51%	478	76.60%	639	78.31%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	31	16.49%	146	23.40%	177	21.69%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	1	25.00%	99	62.66%	348	66.92%	448	65.69%
	Susan Downs	3	75.00%	59	37.34%	172	33.08%	234	34.31%
	Cast Votes:	4	100.00%	158	84.04%	520	83.33%	682	83.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	30	15.96%	104	16.67%	134	16.42%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

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Party	Candidate	Absentee		Early		Election		Total	
Precinct 0214 (Ballots Cast: 459)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	10.00%	12	11.32%	44	15.60%	57	14.32%
	Andrew Friedberg	9	90.00%	94	88.68%	238	84.40%	341	85.68%
	Cast Votes:	10	100.00%	106	84.13%	282	87.31%	398	86.71%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	20	15.87%	41	12.69%	61	13.29%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	55.56%	69	70.41%	173	62.91%	247	64.66%
	Jill Bullard Almaguer	4	44.44%	29	29.59%	102	37.09%	135	35.34%
	Cast Votes:	9	90.00%	98	77.78%	275	85.14%	382	83.22%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	10.00%	28	22.22%	48	14.86%	77	16.78%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	8	100.00%	86	100.00%	239	100.00%	333	100.00%
	Cast Votes:	8	80.00%	86	68.25%	239	73.99%	333	72.55%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	20.00%	40	31.75%	84	26.01%	126	27.45%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	4	44.44%	52	58.43%	163	62.21%	219	60.83%
	Kevin Newman	5	55.56%	37	41.57%	99	37.79%	141	39.17%
	Cast Votes:	9	90.00%	89	70.63%	262	81.11%	360	78.43%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	10.00%	37	29.37%	61	18.89%	99	21.57%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	4	50.00%	56	58.33%	141	53.61%	201	54.77%
	Susan Downs	4	50.00%	40	41.67%	122	46.39%	166	45.23%
	Cast Votes:	8	80.00%	96	76.19%	263	81.42%	367	79.96%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	20.00%	30	23.81%	60	18.58%	92	20.04%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

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Party	Candidate	Absentee		Early		Election		Total	
Precinct 0215 (Ballots Cast: 616)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	12.50%	13	11.02%	62	14.73%	76	13.89%
	Andrew Friedberg	7	87.50%	105	88.98%	359	85.27%	471	86.11%
	Cast Votes:	8	100.00%	118	90.77%	421	88.08%	547	88.80%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	11	8.46%	57	11.92%	68	11.04%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	62.50%	66	60.00%	290	72.68%	361	69.83%
	Jill Bullard Almaguer	3	37.50%	44	40.00%	109	27.32%	156	30.17%
	Cast Votes:	8	100.00%	110	84.62%	399	83.47%	517	83.93%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	19	14.62%	79	16.53%	98	15.91%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	100	100.00%	347	100.00%	452	100.00%
	Cast Votes:	5	62.50%	100	76.92%	347	72.59%	452	73.38%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	3	37.50%	30	23.08%	131	27.41%	164	26.62%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	7	87.50%	64	59.26%	261	67.44%	332	66.00%
	Kevin Newman	1	12.50%	44	40.74%	126	32.56%	171	34.00%
	Cast Votes:	8	100.00%	108	83.08%	387	80.96%	503	81.66%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	21	16.15%	91	19.04%	112	18.18%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	7	87.50%	81	72.97%	240	60.76%	328	63.81%
	Susan Downs	1	12.50%	30	27.03%	155	39.24%	186	36.19%
	Cast Votes:	8	100.00%	111	85.38%	395	82.64%	514	83.44%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	18	13.85%	83	17.36%	101	16.40%

City of Bellaire Precinct Report — Official

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Party	Candidate	Absentee		Early		Election		Total	
Precinct 0268 (Ballots Cast: 608)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	20.00%	13	11.50%	35	7.95%	49	8.78%
	Andrew Friedberg	4	80.00%	100	88.50%	405	92.05%	509	91.22%
	Cast Votes:	5	100.00%	113	95.76%	440	90.72%	558	91.78%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	5	4.24%	45	9.28%	50	8.22%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	3	60.00%	76	69.09%	318	74.13%	397	72.98%
	Jill Bullard Almaguer	2	40.00%	34	30.91%	111	25.87%	147	27.02%
	Cast Votes:	5	100.00%	110	93.22%	429	88.45%	544	89.47%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	8	6.78%	56	11.55%	64	10.53%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	101	100.00%	343	100.00%	449	100.00%
	Cast Votes:	5	100.00%	101	85.59%	343	70.72%	449	73.85%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	17	14.41%	142	29.28%	159	26.15%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	2	40.00%	68	64.76%	234	63.93%	304	63.87%
	Kevin Newman	3	60.00%	37	35.24%	132	36.07%	172	36.13%
	Cast Votes:	5	100.00%	105	88.98%	366	75.46%	476	78.29%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	13	11.02%	119	24.54%	132	21.71%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	3	75.00%	64	57.66%	244	63.21%	311	62.08%
	Susan Downs	1	25.00%	47	42.34%	142	36.79%	190	37.92%
	Cast Votes:	4	80.00%	111	94.07%	386	79.59%	501	82.40%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	20.00%	7	5.93%	99	20.41%	107	17.60%

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ORDINANCE (ID # 1675)

Meeting: 11/16/15 06:30 PM
Department: City Clerk
Category: Election
Department Head: Tracy L. Dutton
DOC ID: 1675

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, canvassing the returns and declaring the results of a General Election held November 3, 2015, for the purpose of electing a Mayor, Councilman—Position No. 2, Councilman—Position No. 4, and Councilman—Position No. 6 for the City Council of the City of Bellaire, Texas, and canvassing the returns and declaring the results of a Special Election held November 3, 2015, for the purpose of electing a Councilman—Position No. 5 to fill a vacancy for the City Council of the City of Bellaire, Texas - Item submitted by Tracy L. Dutton, City Clerk.

Background/Summary:

Following the public reading of the tabulation of the total number of votes received in each precinct (128, 182, 214, 215, 268) and the sum of the precinct totals cast in the City of Bellaire, Texas, General Election held on November 3, 2015, for the purpose of electing a Mayor, Councilman--Position No. 2, Councilman--Position No. 4, and Councilman--Position No. 6 and in the City of Bellaire, Texas, Special Election held on November 3, 2015, for the purpose of electing a Councilman--Position No. 5, City Council will be asked to take action on the adoption of an ordinance declaring the results of the General and Special Elections.

An ordinance has been prepared for this purpose and is attached hereto. Canvass reports prepared by the Elections Division of the Office of the Harris County Clerk, Stan Stanart, serve as Exhibit A to the ordinance.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

The City Clerk recommends adoption of an ordinance canvassing the returns and declaring the results of the General and Special Elections held on November 3, 2015.

ATTACHMENTS:

- Ordinance Canvassing Returns and Declaring Results (PDF)

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

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 15-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF A GENERAL ELECTION HELD NOVEMBER 3, 2015, FOR THE PURPOSE OF ELECTING A MAYOR, COUNCILMAN--POSITION NO. 2, COUNCILMAN—POSITION NO. 4, AND COUNCILMAN—POSITION NO. 6 FOR THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AND CANVASSING THE RETURNS AND DECLARING THE RESULTS OF A SPECIAL ELECTION HELD NOVEMBER 3, 2015, FOR THE PURPOSE OF ELECTING A COUNCILMAN—POSITION NO. 5 TO FILL A VACANCY FOR THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS.

WHEREAS, on November 3, 2015, a General Election was held for and within the City of Bellaire, Texas, pursuant to *Chapter 3, Ordering Election,* of the *Texas Election Code*, for the purpose of electing a **Mayor, Councilman—Position No. 2, Councilman—Position No. 4,** and **Councilman—Position No. 6** for the City Council of the City of Bellaire, Texas; and

WHEREAS, on November 3, 2015, a Special Election was held for and within the City of Bellaire, Texas, pursuant to *Chapter 201, Determination of and Election to Fill a Vacancy,* of the *Texas Election Code,* for the purpose of electing a **Councilman—Position No. 5** to fill a vacancy for the City Council of the City of Bellaire, Texas; and

WHEREAS, the presiding judge and/or alternate judge have tallied the votes of the General Election and have provided the results of the General Election to the City Council of the City of Bellaire, Texas; and

WHEREAS, the presiding judge and/or alternate judge have tallied the votes of the Special Election and have provided the results of the Special Election to the City Council of the City of Bellaire, Texas; **NOW, THEREFORE,**

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

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

Section 1. **THAT** the recitals contained herein are true and correct.

Section 2. **THAT** the presiding judge and/or alternate judge have delivered the returns for each precinct as prescribed by *Chapter 66, Disposition of Records and Supplies After Election,* of the *Texas Election Code*.

Section 3. **THAT 742** ballots were cast during early voting in the General Election and Special Election as follows:

General Election: Candidate	Precinct 128	Precinct 182	Precinct 214	Precinct 215	Precinct 268	Total
Mayor:						
Robert Riquelmy	20	20	13	14	14	81
Andrew S. Friedberg	120	151	103	112	104	590
Councilman—Position No. 2						
Trisha S. Pollard	99	120	74	71	79	443
Jill Bullard Almaguer	43	49	33	47	36	208
Councilman—Position No. 4						
Pat B. McLaughlan	117	139	94	105	106	561
Councilman—Position No. 6						
David R. Montague	79	91	56	71	70	367
Kevin Newman	48	70	42	45	40	245

Special Election: Candidate	Precinct 128	Precinct 182	Precinct 214	Precinct 215	Precinct 268	Total
Councilman—Position No. 5:						
Michael Fife	76	100	60	88	67	391
Susan Downs	58	62	44	31	48	243

Section 4. **THAT 2,426** ballots were cast on Election Day in the General Election and Special Election as follows:

General Election: Candidate	Precinct 128	Precinct 182	Precinct 214	Precinct 215	Precinct 268	Total
Mayor:						
Robert Riquelmy	46	53	44	62	35	240
Andrew S. Friedberg	425	484	238	359	405	1,911

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

General Election: Candidate	Precinct 128	Precinct 182	Precinct 214	Precinct 215	Precinct 268	Total
Councilman—Position No. 2						
Trisha S. Pollard	**321**	**383**	**173**	**290**	**318**	**1,485**
Jill Bullard Almaguer	**143**	**133**	**102**	**109**	**111**	**598**
Councilman—Position No. 4						
Pat B. McLaughlan	**375**	**466**	**239**	**347**	**343**	**1,770**
Councilman—Position No. 6						
David R. Montague	**289**	**305**	**163**	**261**	**234**	**1,252**
Kevin Newman	**130**	**173**	**99**	**126**	**132**	**660**

Special Election: Candidate	Precinct 128	Precinct 182	Precinct 214	Precinct 215	Precinct 268	Total
Councilman—Position No. 5:						
Michael Fife	**281**	**348**	**141**	**240**	**244**	**1,254**
Susan Downs	**161**	**172**	**122**	**155**	**142**	**752**

Section 5. **THAT** a total number of **3,168** ballots were cast during early voting and on Election Day in the General Election and Special Election as follows:

General Election:

Mayor

Robert Riquelmy	321
Andrew S. Friedberg	2,501
Under Votes	345
Over Vote	1
Total Ballots Cast	3,168

Councilman—Position No. 2

Trisha S. Pollard	1,928
Jill Bullard Almaguer	806
Under Votes	433
Over Vote	1
Total Ballots Cast	3,168

Councilman—Position No. 4

Pat B. McLaughlan	2,331
Under Votes	837
Total Ballots Cast	3,168

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Councilman—Position No. 6

David R. Montague	1,619
Kevin Newman	905
Under Votes	643
Over Vote	1
Total Ballots Cast	3,168

Special Election:

Councilman—Position No. 5

Michael Fife	1,645
Susan Downs	995
Under Votes	527
Over Vote	1
Total Ballots Cast	3,168

Section 6. **THAT** the City Council of the City of Bellaire, Texas, has examined the return sheet as certified by the presiding judge and/or alternate judge and finds no irregularities in the return sheet. A copy of the return sheet is attached hereto as Exhibit "A."

Section 7. **THAT** the General Election and Special Election were held in conformity with the provisions of the *Texas Election Code.*

Section 8. **THAT** the newly elected City officials for the offices of Mayor, Councilman—Position No. 2, Councilman—Position No. 4, and Councilman—Position No. 6 shall be administered the Oath of Office and shall assume the duties of office immediately thereafter at the first regular City Council meeting scheduled for January 4, 2016, all in accordance with the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006.

Section 9. **THAT** the newly elected City official for the office of Councilman—Position No. 5 shall be administered the Oath of Office on November 16, 2015, and shall assume the duties of office immediately thereafter at the regular City Council meeting scheduled for November 16, 2016, all in accordance with the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Section 10. **THAT** this Ordinance shall be preserved in the permanent records of the City of Bellaire, Texas.

PASSED, APPROVED and **ADOPTED** this, the 16th day of November, 2015.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Dr. Philip L. Nauert
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

EXHIBIT A

Canvass Reports

Ordinance No. 15-____
November 16, 2015

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Mayor

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Robert Riquelmy	Andrew Friedberg	Totals
0128	153	516	669	2,297	29.12%	66	545	611
0182	192	624	816	3,357	24.31%	73	635	708
0214	136	323	459	1,856	24.73%	57	341	398
0215	138	478	616	2,241	27.49%	76	471	547
0268	123	485	608	2,453	24.79%	49	509	558
Totals:	**742**	**2,426**	**3,168**	**12,204**		**321**	**2,501**	**2,822**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

Total Number of Voters: 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 2

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Trisha S. Pollard	Jill Bullard Almaguer	Totals
0128	153	516	669	2,297	29.12%	420	186	606
0182	192	624	816	3,357	24.31%	503	182	685
0214	136	323	459	1,856	24.73%	247	135	382
0215	138	478	616	2,241	27.49%	361	156	517
0268	123	485	608	2,453	24.79%	397	147	544
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,928**	**806**	**2,734**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

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Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 4

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Pat McLaughlan	Totals
0128	153	516	669	2,297	29.12%	492	492
0182	192	624	816	3,357	24.31%	605	605
0214	136	323	459	1,856	24.73%	333	333
0215	138	478	616	2,241	27.49%	452	452
0268	123	485	608	2,453	24.79%	449	449
Totals:	**742**	**2,426**	**3,168**	**12,204**		**2,331**	**2,331**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

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Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 6

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	David R. Montague	Kevin Newman	Totals
0128	153	516	669	2,297	29.12%	368	178	546
0182	192	624	816	3,357	24.31%	396	243	639
0214	136	323	459	1,856	24.73%	219	141	360
0215	138	478	616	2,241	27.49%	332	171	503
0268	123	485	608	2,453	24.79%	304	172	476
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,619**	**905**	**2,524**

City of Bellaire Canvass Report — Total Voters — Official

Harris County, Texas — General and Special Elections Nov 3, 2015 — November 03, 2015

11/12/2015 11:24 AM

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Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

City of Bellaire, Councilman - Position No. 5

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Michael Fife	Susan Downs	Totals
0128	153	516	669	2,297	29.12%	357	219	576
0182	192	624	816	3,357	24.31%	448	234	682
0214	136	323	459	1,856	24.73%	201	166	367
0215	138	478	616	2,241	27.49%	328	186	514
0268	123	485	608	2,453	24.79%	311	190	501
Totals:	**742**	**2,426**	**3,168**	**12,204**		**1,645**	**995**	**2,640**

City of Bellaire Cumulative Report — Official
Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:53 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%
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Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	5	16.13%	76	11.88%	240	11.16%	321	11.37%
	Andrew Friedberg	26	83.87%	564	88.13%	1,911	88.84%	2,501	88.63%
	Cast Votes:	31	96.88%	640	90.14%	2,151	88.66%	2,822	89.08%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	69	9.72%	275	11.34%	345	10.89%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	21	67.74%	422	68.06%	1,485	71.29%	1,928	70.52%
	Jill Bullard Almaguer	10	32.26%	198	31.94%	598	28.71%	806	29.48%
	Cast Votes:	31	96.88%	620	87.32%	2,083	85.86%	2,734	86.30%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	89	12.54%	343	14.14%	433	13.67%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	25	100.00%	536	100.00%	1,770	100.00%	2,331	100.00%
	Cast Votes:	25	78.13%	536	75.49%	1,770	72.96%	2,331	73.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	7	21.88%	174	24.51%	656	27.04%	837	26.42%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire Cumulative Report — Official
Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:53 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	21	67.74%	346	59.55%	1,252	65.48%	1,619	64.14%
	Kevin Newman	10	32.26%	235	40.45%	660	34.52%	905	35.86%
	Cast Votes:	31	96.88%	581	81.83%	1,912	78.81%	2,524	79.67%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	1	3.13%	128	18.03%	514	21.19%	643	20.30%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	17	58.62%	374	61.82%	1,254	62.51%	1,645	62.31%
	Susan Downs	12	41.38%	231	38.18%	752	37.49%	995	37.69%
	Cast Votes:	29	90.63%	605	85.21%	2,006	82.69%	2,640	83.33%
	Over Votes:	0	0.00%	1	0.14%	0	0.00%	1	0.03%
	Under Votes:	3	9.38%	104	14.65%	420	17.31%	527	16.64%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
5	5	100.00%	3,168	12,204	25.96%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:54 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%

Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%

District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 0128 (Ballots Cast: 669)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	20.00%	19	14.07%	46	9.77%	66	10.80%
	Andrew Friedberg	4	80.00%	116	85.93%	425	90.23%	545	89.20%
	Cast Votes:	5	100.00%	135	91.22%	471	91.28%	611	91.33%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	13	8.78%	45	8.72%	58	8.67%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	100.00%	94	68.61%	321	69.18%	420	69.31%
	Jill Bullard Almaguer	0	0.00%	43	31.39%	143	30.82%	186	30.69%
	Cast Votes:	5	100.00%	137	92.57%	464	89.92%	606	90.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	11	7.43%	52	10.08%	63	9.42%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	112	100.00%	375	100.00%	492	100.00%
	Cast Votes:	5	100.00%	112	75.68%	375	72.67%	492	73.54%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	36	24.32%	141	27.33%	177	26.46%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	5	100.00%	74	60.66%	289	68.97%	368	67.40%
	Kevin Newman	0	0.00%	48	39.34%	130	31.03%	178	32.60%
	Cast Votes:	5	100.00%	122	82.43%	419	81.20%	546	81.61%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	26	17.57%	97	18.80%	123	18.39%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	2	40.00%	74	57.36%	281	63.57%	357	61.98%
	Susan Downs	3	60.00%	55	42.64%	161	36.43%	219	38.02%
	Cast Votes:	5	100.00%	129	87.16%	442	85.66%	576	86.10%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	19	12.84%	74	14.34%	93	13.90%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:54 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%
Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%
District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 0182 (Ballots Cast: 816)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	33.33%	19	11.31%	53	9.87%	73	10.31%
	Andrew Friedberg	2	66.67%	149	88.69%	484	90.13%	635	89.69%
	Cast Votes:	3	75.00%	168	89.36%	537	86.06%	708	86.76%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	25.00%	20	10.64%	87	13.94%	108	13.24%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	3	75.00%	117	70.91%	383	74.22%	503	73.43%
	Jill Bullard Almaguer	1	25.00%	48	29.09%	133	25.78%	182	26.57%
	Cast Votes:	4	100.00%	165	87.77%	516	82.69%	685	83.95%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	23	12.23%	108	17.31%	131	16.05%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	2	100.00%	137	100.00%	466	100.00%	605	100.00%
	Cast Votes:	2	50.00%	137	72.87%	466	74.68%	605	74.14%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	50.00%	51	27.13%	158	25.32%	211	25.86%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	3	75.00%	88	56.05%	305	63.81%	396	61.97%
	Kevin Newman	1	25.00%	69	43.95%	173	36.19%	243	38.03%
	Cast Votes:	4	100.00%	157	83.51%	478	76.60%	639	78.31%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	31	16.49%	146	23.40%	177	21.69%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	1	25.00%	99	62.66%	348	66.92%	448	65.69%
	Susan Downs	3	75.00%	59	37.34%	172	33.08%	234	34.31%
	Cast Votes:	4	100.00%	158	84.04%	520	83.33%	682	83.58%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	30	15.96%	104	16.67%	134	16.42%

City of Bellaire Precinct Report — Official

Harris County, Texas — General and Special Elections — November 03, 2015

11/11/2015 10:54 AM

Total Number of Voters : 421,460 of 2,054,717 = 20.51%

Number of District Voters: 3,168 of 12,204 = 25.96%

Precincts Reporting 1,069 of 1,069 = 100.00%

District Precincts Reporting 5 of 5 = 100.00%

Precinct 0214 (Ballots Cast: 459)

Party	Candidate	Absentee		Early		Election		Total	
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	10.00%	12	11.32%	44	15.60%	57	14.32%
	Andrew Friedberg	9	90.00%	94	88.68%	238	84.40%	341	85.68%
	Cast Votes:	10	100.00%	106	84.13%	282	87.31%	398	86.71%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	20	15.87%	41	12.69%	61	13.29%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	55.56%	69	70.41%	173	62.91%	247	64.66%
	Jill Bullard Almaguer	4	44.44%	29	29.59%	102	37.09%	135	35.34%
	Cast Votes:	9	90.00%	98	77.78%	275	85.14%	382	83.22%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	10.00%	28	22.22%	48	14.86%	77	16.78%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	8	100.00%	86	100.00%	239	100.00%	333	100.00%
	Cast Votes:	8	80.00%	86	68.25%	239	73.99%	333	72.55%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	20.00%	40	31.75%	84	26.01%	126	27.45%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	4	44.44%	52	58.43%	163	62.21%	219	60.83%
	Kevin Newman	5	55.56%	37	41.57%	99	37.79%	141	39.17%
	Cast Votes:	9	90.00%	89	70.63%	262	81.11%	360	78.43%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	10.00%	37	29.37%	61	18.89%	99	21.57%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	4	50.00%	56	58.33%	141	53.61%	201	54.77%
	Susan Downs	4	50.00%	40	41.67%	122	46.39%	166	45.23%
	Cast Votes:	8	80.00%	96	76.19%	263	81.42%	367	79.96%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	20.00%	30	23.81%	60	18.58%	92	20.04%

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Precincts Reporting 1,069 of 1,069 = 100.00%

District Precincts Reporting 5 of 5 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 0215 (Ballots Cast: 616)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	12.50%	13	11.02%	62	14.73%	76	13.89%
	Andrew Friedberg	7	87.50%	105	88.98%	359	85.27%	471	86.11%
	Cast Votes:	8	100.00%	118	90.77%	421	88.08%	547	88.80%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	11	8.46%	57	11.92%	68	11.04%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	5	62.50%	66	60.00%	290	72.68%	361	69.83%
	Jill Bullard Almaguer	3	37.50%	44	40.00%	109	27.32%	156	30.17%
	Cast Votes:	8	100.00%	110	84.62%	399	83.47%	517	83.93%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	19	14.62%	79	16.53%	98	15.91%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	100	100.00%	347	100.00%	452	100.00%
	Cast Votes:	5	62.50%	100	76.92%	347	72.59%	452	73.38%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	3	37.50%	30	23.08%	131	27.41%	164	26.62%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	7	87.50%	64	59.26%	261	67.44%	332	66.00%
	Kevin Newman	1	12.50%	44	40.74%	126	32.56%	171	34.00%
	Cast Votes:	8	100.00%	108	83.08%	387	80.96%	503	81.66%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	21	16.15%	91	19.04%	112	18.18%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	7	87.50%	81	72.97%	240	60.76%	328	63.81%
	Susan Downs	1	12.50%	30	27.03%	155	39.24%	186	36.19%
	Cast Votes:	8	100.00%	111	85.38%	395	82.64%	514	83.44%
	Over Votes:	0	0.00%	1	0.77%	0	0.00%	1	0.16%
	Under Votes:	0	0.00%	18	13.85%	83	17.36%	101	16.40%

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Party	Candidate	Absentee		Early		Election		Total	
Precinct 0268 (Ballots Cast: 608)									
City of Bellaire, Mayor, Vote For 1									
	Robert Riquelmy	1	20.00%	13	11.50%	35	7.95%	49	8.78%
	Andrew Friedberg	4	80.00%	100	88.50%	405	92.05%	509	91.22%
	Cast Votes:	5	100.00%	113	95.76%	440	90.72%	558	91.78%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	5	4.24%	45	9.28%	50	8.22%
City of Bellaire, Councilman - Position No. 2, Vote For 1									
	Trisha S. Pollard	3	60.00%	76	69.09%	318	74.13%	397	72.98%
	Jill Bullard Almaguer	2	40.00%	34	30.91%	111	25.87%	147	27.02%
	Cast Votes:	5	100.00%	110	93.22%	429	88.45%	544	89.47%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	8	6.78%	56	11.55%	64	10.53%
City of Bellaire, Councilman - Position No. 4, Vote For 1									
	Pat McLaughlan	5	100.00%	101	100.00%	343	100.00%	449	100.00%
	Cast Votes:	5	100.00%	101	85.59%	343	70.72%	449	73.85%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	17	14.41%	142	29.28%	159	26.15%
City of Bellaire, Councilman - Position No. 6, Vote For 1									
	David R. Montague	2	40.00%	68	64.76%	234	63.93%	304	63.87%
	Kevin Newman	3	60.00%	37	35.24%	132	36.07%	172	36.13%
	Cast Votes:	5	100.00%	105	88.98%	366	75.46%	476	78.29%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	13	11.02%	119	24.54%	132	21.71%
City of Bellaire, Councilman - Position No. 5, Vote For 1									
	Michael Fife	3	75.00%	64	57.66%	244	63.21%	311	62.08%
	Susan Downs	1	25.00%	47	42.34%	142	36.79%	190	37.92%
	Cast Votes:	4	80.00%	111	94.07%	386	79.59%	501	82.40%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	1	20.00%	7	5.93%	99	20.41%	107	17.60%

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1676)

Meeting: 11/16/15 06:30 PM
Department: City Clerk
Category: Election
Department Head: Tracy L. Dutton
DOC ID: 1676

Item Title:

Issuance by Dr. Philip L. Nauert, Mayor, of a Certificate of Election to each candidate elected to the office of Mayor, Councilman—Position No. 2, Councilman—Position No. 4, Councilman—Position No. 6, and Councilman—Position No. 5 (Texas Election Code, Section 67.016) - Requested by Tracy L. Dutton, City Clerk.

Background/Summary:

After the official canvass of the results of the City of Bellaire, Texas,' General and Special Elections, the Presiding Officer of the Canvassing Authority (Dr. Philip L. Nauert, Mayor) will issue a Certificate of Election to each elected official to the office of Mayor, Councilman--Position No. 2, Councilman--Position No. 4, Councilman--Position No. 6, and Councilman--Position No. 5. The purpose of the Certificate of Election is to verify the election of officials. This process is in compliance with Section 67.016 of the Texas Election Code.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

No action required.

ATTACHMENTS:

- Certificates of Election - General and Special 2015 (PDF)

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

CERTIFICATE OF ELECTION

THIS IS TO CERTIFY that, at a General Election held on the 3rd day of November, 2015,

Andrew S. Friedberg

was duly elected

Mayor

for a two-year term beginning the 4th day of January, 2016, and expiring the 8th day of January, 2018.

In Witness Whereof, I have hereunto signed my name and caused the Seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

_____
Dr. Philip L. Nauert, Mayor
Presiding Officer of the Canvassing Authority

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

CERTIFICATE OF ELECTION

THIS IS TO CERTIFY that, at a General Election held on the 3rd day of November, 2015,

Trisha S. Pollard

was duly elected

Councilman—Position No. 2

for a two-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

In Witness Whereof, I have hereunto signed my name and caused the Seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

Dr. Philip L. Nauert, Mayor
Presiding Officer of the Canvassing Authority

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

CERTIFICATE OF ELECTION

THIS IS TO CERTIFY that, at a General Election held on the 3rd day of November, 2015,

Pat B. McLaughlan

was duly elected

Councilman—Position No. 4

for a two-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

In Witness Whereof, I have hereunto signed my name and caused the Seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

Dr. Philip L. Nauert, Mayor
Presiding Officer of the Canvassing Authority

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

CERTIFICATE OF ELECTION

THIS IS TO CERTIFY that, at a General Election held on the 3rd day of November, 2015,

Michael Fife

was duly elected

Councilman—Position No. 5

for a two-year term beginning the 4th day of January, 2016, and expiring the 8th day of January, 2018.

In Witness Whereof, I have hereunto signed my name and caused the Seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

Dr. Philip L. Nauert, Mayor
Presiding Officer of the Canvassing Authority

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

CERTIFICATE OF ELECTION

THIS IS TO CERTIFY that, at a General Election held on the 3rd day of November, 2015,

David R. Montague

was duly elected

Councilman—Position No. 6

for a two-year term beginning the 4th day of January, 2016, and expiring the 6th day of January, 2020.

In Witness Whereof, I have hereunto signed my name and caused the Seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

Dr. Philip L. Nauert, Mayor
Presiding Officer of the Canvassing Authority

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1677)

Meeting: 11/16/15 06:30 PM
Department: City Clerk
Category: Election
Department Head: Tracy L. Dutton
DOC ID: 1677

Item Title:

Statement of Elected Officer - sworn to before Associate Judge Jerel Twyman, Bellaire Municipal Court, by the candidate elected to the office of Councilman - Position No. 5 for the City of Bellaire, Texas, as determined by the results of the Official Canvass - Submitted by Tracy L. Dutton, City Clerk.

Background/Summary:

The candidate elected to the office of Councilman--Position No. 5 for the City of Bellaire, Texas, will take office immediately following the swearing-in ceremony. Following the first and second steps in the swearing-in ceremony, Councilman and Mayor-Elect Andrew S. Friedberg, will step down from the dais. This agenda item represents the first step in the swearing-in ceremony.

In accordance with Article XVI, Section 1, Texas Constitution, the "Statement of Elected Officer" is sworn to for the purpose of qualifying elected officials to hold office. The "Statement of Elected Officer" is sworn to prior to taking the Oath of Office.

Associate Judge Jerel Twyman, Bellaire Municipal Court, will swear in the candidate elected to the Office of Councilman--Position No. 5.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

No action required.

ATTACHMENTS:

- Statement of Elected Officer (PDF)

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

The City of Bellaire
State of Texas

Statement of Elected Officer

I, **Michael Fife,** do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote as a reward to secure my election, whichever the case may be, so help me God.

Michael Fife

Councilman--Position No. 5
Position to Which Elected

Bellaire, Harris County
City and/or County

SWORN TO and subscribed before me by **Michael Fife** on this 16th day of November, 2015.

Jerel S. Twyman, Associate Judge
Bellaire Municipal Court

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1678)

Meeting: 11/16/15 06:30 PM
Department: City Clerk
Category: Election
Department Head: Tracy L. Dutton
DOC ID: 1678

Item Title:

Oath of Office - sworn to before Presiding Judge Lisa A. Wesely, Bellaire Municipal Court, by the candidate elected to the office of Councilman - Position No. 5 for the City of Bellaire, Texas, as determined by the results of the Official Canvass - Submitted by Tracy L. Dutton, City Clerk.

Background/Summary:

The candidate elected to the office of Councilman--Position No. 5 for the City of Bellaire, Texas, will take office immediately following the swearing-in ceremony. Following the first and second steps in the swearing-in ceremony, Councilman and Mayor-Elect Andrew S. Friedberg, will step down from the dais. This agenda item represents the second step in the swearing-in ceremony.

In accordance with Article XVI, Section 1, Texas Constitution, the "Oath of Office" is sworn to for the purpose of qualifying elected officials to hold office.

Presiding Judge Lisa A. Wesely, Bellaire Municipal Court, will swear in the candidate elected to the Office of Councilman--Position No. 5.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

No action required.

ATTACHMENTS:

- Oath of Office (PDF)

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

In the name and by the authority of

The City of Bellaire
State of Texas

Oath of Office

I, **Michael Fife,** do solemnly swear (or affirm) that I will faithfully execute the duties of the position of **Councilman--Position No. 5** of the **City Council of the City of Bellaire, Texas,** and will to the best of my ability preserve, protect, and defend the constitution and laws of the United States and of this State and the Charter and ordinances of this City; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote to secure my election, so help me God.

Michael Fife

SWORN TO and subscribed before me by **Michael Fife** this 16th day of November, 2015.

Lisa A. Wesely, Presiding Judge
Bellaire Municipal Court

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

NOVEMBER 16, 2015

Council Chamber	Regular Session	7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:07 p.m. on Monday, November 16, 2015. He announced that a quorum consisting of all members of City Council was present as set forth in the table below.

Attendee Name	Title	Status	Arrived
Philip L. Nauert	Mayor	Present	
Amanda B. Nathan	Mayor Pro Tem	Present	
Roman F. Reed	Councilman	Present	
James P. Avioli Sr.	Councilman	Present	
Gus E. Pappas	Councilman	Present	
Pat B. McLaughlan	Councilman	Present	
Michael Fife	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 - Gus E. Pappas, Councilman.

Gus E. Pappas, Councilman, provided the inspirational reading for the evening.

C. Pledges to The Flags - Gus E. Pappas, Councilman.

Gus E. Pappas, Councilman, led the audience and members of City Council in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Recognition of Proclamation(s):

Issuance of a proclamation by Dr. Philip L. Nauert, Mayor, in recognition of Nick Aring, Lifetime Member of the Bellaire Volunteer Fire Department, for his dedication and exemplary service to the City of Bellaire, Texas.

Dr. Philip L. Nauert, Mayor, read a proclamation he had issued in recognition of Nick Aring, Lifetime Member of the Bellaire Volunteer Fire Department, for his dedication and exemplary service to the City of Bellaire, Texas.

Fire Chief Darryl Anderson and honoree **Nick Aring** accepted the proclamation from Mayor Nauert. Fire Chief Anderson introduced Nick Aring and expressed the City's gratitude for Nick's service.

E. Approval or Correction of Minutes:

1. Minutes of the Special Session (Public Hearing) - October 12, 2015:

Consideration of and possible action on the approval of the minutes of the Special Session (Public Hearing) before the City Council of the City of Bellaire, Texas, held on Monday, October 12, 2015 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Public Hearing - Oct 12, 2015 6:00 PM

Motion:

To approve the minutes of the Special Session (Public Hearing) of the City Council of the City of Bellaire, Texas, held on Monday, October 12, 2015.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James P. Avioli Sr., Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

2. Minutes of the Regular Session - October 19, 2015:

Consideration of and possible action on the approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, October 19, 2015 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Oct 19, 2015 7:00 PM

Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, October 19, 2015.

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

F. Personal/Audience Comments.

Lynn McBee:

Ms. McBee addressed City Council regarding election statistics she had collected since 1972. In looking over the statistics, Ms. McBee began to notice a pattern. She relayed some of those statistics to City Council by the decade related to increases and decreases in the number of registered voters as follows:

1977 to 1986	(114)
1985 to 1995	271
1995 to 2005	1,092
2005 to 2015	985

The total number of registered voters in 2015 was noted to be 12,204.

Ms. McBee next provided comments related to "Civics 101." She indicated that the City Manager, hired by the City Council, represented, ruled, and presided over approximately 185 City employees. Dedications by the City Staff were posted in the City Hall Lobby. The posting dwarfed the picture of City Council, which sent a message in Ms. McBee's opinion.

Further, Ms. McBee pointed out that City Council ruled and presided over the City Manager and that the City Council worked for the citizens. In her opinion, there was a big difference between the 17,000 citizens the City Council represented and the 185 employees the City Manager represented.

Also appointed by the City Council were the Municipal Court Judges. Although the Judges were compensated by City funds, they were independent of the City Council, the City Manager, and the citizens--a truly independent body governed by the State of Texas.

Ms. McBee noted that the citizens, under authority of their Home Rule Charter and the State of Texas, hired and fired the City Council by the right of referendum, initiative, and recall, most of which had been exercised in the City's 100-year history and could be exercised again.

She closed her observations with the fact that, as a municipality, the City of Bellaire was not partisan under the requirements of the Texas Constitution.

Before stepping down from the podium, Ms. McBee welcomed newly elected Councilwoman Fife to the dais.

G. Report(s):

1. Quarterly Report for the Evelyn's Park Conservancy - Presented by Patricia King-Ritter, President, Evelyn's Park Conservancy Board.

   Patricia Ritter, President of the Evelyn's Park Conservancy Board ("Board"), presented the Board's Third Quarterly Report to members of City Council.

   As a part of the Board's public relations campaign, President Ritter stated that donor recognition opportunities had been advertised, and that the cafe partnership with Zelko Concepts had raised awareness by creating a buzz in the air for Evelyn's Park. President Ritter referenced the Board's branding position statement: "A part of your every day." The Board's goal was for Evelyn's Park to become a routine for residents.

   Core values adopted by the Board included family, community, and nature. The Board would connect families through creative programming and the event center. A sense of community would be fostered among neighbors, families, and friends through the use of Evelyn's Park as a gathering place. Finally, the nature setting of Evelyn's Park would give families the ability to go outside and play on five acres of property—a necessity for today's lifestyle.

   President Ritter, on behalf of Debbie Lapin, Evelyn's Park Events Director, provided an overview of event goals for Evelyn's Park. President Ritter indicated that the purpose of the events included: raising awareness, informing and educating, connecting families, collaborating with community partners, and

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

increasing funding.

Examples of event venues from 2015 included the Bellaire Fall New Home Showcase, which raised $11,100 in one weekend; a Wine, Dine, and Design Event, which raised $70,000 in donations; and the upcoming "Burn the Bird" Event to be held on Friday at 8:00 a.m. in Bellaire Town Square.

Lou Waters, Vice President of the Board, referenced initial construction work that had begun on the Evelyn's Park site. He advised that several significant surprises were dealt with during the initial construction work on Evelyn's Park, which included multiple change orders. In addition, a business contract was executed between the Board and Zelko Concepts, the cafe provider.

With respect to total assets, Vice President Waters indicated that the Board had a little over $1 million in cash and receivables. Over the course of year, the Board spent a little over $1 million in design and construction.

With respect to activities, Vice President Waters stated that the third quarter had not been a big fundraising quarter for the Board. He indicated further that fundraising was not one of the Board's goals for the third quarter. The Board brought in $850,000 over the year and expended $1.9 million over the same period.

Questions:

At this point in the meeting, Vice President Lou Waters offered to answer any questions that City Council might have. Following a question from Mayor Philip L. Nauert, Vice President Waters recommenced his report with an overview of the Board's campaign planning.

Vice President Waters advised that the Board was currently moving from design and development to construction and operations. As a result, the messaging and branding for Evelyn's Park had evolved to the next stage. An overview of the levels of donor recognition were presented. Vice President Waters noted that over 300 donors had purchased a level of recognition. A large number of the donors were within a few hundred dollars of the next step or level. An opportunity would be offered to people to join in the recognition and/or move up to the next level. Levels of donor recognition were shown to members of City Council.

Initial levels of donor recognition included a bug and butterfly wall (constructed of tiles) and lighted glass pillars along the main entryway plaza. Donation levels of $50,000 would include a series of path lighters around the park. The path lighters would be blended into the landscape and provide information about the native trees or fauna in a certain area. For foundation donors of $100,000 and up, luminaries recognizing seven donors would be located in an area of Evelyn's Park referred to as oak tree alley. For donations of $250,000 or more, outdoor living rooms would be constructed along the alley (bench area with flora and fauna). Donations of $500,000 or more would be offered a lantern garden in the oak tree entryway out in front of the cafe.

After receiving favorable comments from **Councilman Roman F. Reed, Mayor Philip L. Nauert** thanked the Board for their quarterly report.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

2. Fourth Quarterly Report (FY 2015 Final) for the City of Bellaire, Texas - Submitted by Diane K. White, Assistant City Manager.

Diane K. White, Assistant City Manager ("ACM"), provided the FY 2015 Fourth Quarter Report to members of City Council. She noted that the Enterprise Fund and General Fund ended the fiscal year within budget. ACM White indicated further that the City had nine new hires and five separations during the fourth quarter.

General Fund:

Ninety-eight percent of the City's General Fund budget was expended in FY 2015. ACM White advised that revenues had come in at $15,512 more than projected and expenditures had come in under budget by $357,979. In summary, the total fund balance increased by $373,491 over the projected amount. After noting that the fund balance increase was a one-time source of funding, ACM White suggested future potential uses of the increase in fund balance. It was noted that such uses could include offsetting the projected deficit of the 60-day fund balance requirement in the fiscal forecast; reducing the "catchup" needed for the vehicle and equipment replacement plan; and/or increasing the contribution to the General Fund transfer from the Capital Improvement Program Fund.

ACM White provided explanatory comments to members of City Council regarding the reasons for variances between projected and actual expenditures (i.e., related to, but not limited to, salaries and benefits, professional services, contractual services, maintenance, and materials and supplies).

Enterprise Fund:

With respect to the Enterprise Fund, ACM White advised that the City expended 90% of the FY 2015 budget. Revenues were close to projections ($35,000 less than projected) and expenditures came in under projections by $294,000. The total ending fund balance increase (projections to actual) in the Enterprise Fund was $259,649. Future potential uses of the increased fund balance were the same as those previously provided for the General Fund.

Explanatory comments regarding the increase in fund balance were similar to those provided for the General Fund (i.e., related to, but not limited to, salary and benefits, asset management, maintenance, and contracual services, and materials and supplies)

Capital Outlay:

It was noted that a small variance occurred in Capital Outlay as a result of the street sweeper purchased by the Public Works Department coming in below the amount budgeted.

Management Projects Update:

ACM White highlighted those projects that were completed in 2015. Completed projects included the compensation study, financial management policies, vehicle and equipment management plan, and the Comprehensive Plan Update.

Capital Improvement Plan Update:

It was noted that Rebuild Bellaire, Phase 5B, would be presented to City Council

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on January 25, 2016. A neighborhood meeting was planned for Thursday at 6:30 p.m. on the 2015 Pavement Management Project. In addition, a regional mobility study would be presented to City Council on December 7, 2015, for consideration.

Mayor Philip L. Nauert opened the floor for questions from members of City Council. Following questions, Mayor Nauert called for a motion and vote to accept the City's Fourth Quarter Report for fiscal year 2015 into the record.

Motion:

To accept the FY 2015 Fourth Quarter Report for the City of Bellaire, Texas, as presented by Assistant City Manager Diane K. White, into the record.

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

3. FY 2016 Management Projects and Capital Improvement Program for the City of Bellaire, Texas - Presented by Michelle Jordan, Project Manager.

Michelle Jordan, Project Manager, presented a report to members of City Council regarding the FY 2016 Management Projects and Capital Improvement Projects for the City of Bellaire, Texas.

Project Manager Jordan advised that the FY 2016 Management Projects had been summarized in the agenda packet. Detailed pages related to each project were included in the report and included such information as the team leader, the specific scope, and the proposed timeline for each project, as well as the City Council priority area that each project focused on.

Project Manager Jordan explained that each of the projects were previously presented to members of City Council either at the June budget planning session and/or the July budget presentation.

Following the individual management project sheets was a summary of the capital improvement projects for FY 2016. Project Manager Jordan advised that individual project sheets were included in the agenda packet. As with the FY 2016 Management Projects, Project Manager Jordan explained that those individual sheets provided a more detailed scope and tentative schedules. These Additionally, those projects were previously presented to City Council at the planning session and budget presentation, which occurred earlier in the year.

Project Manager Jordan highlighted a few of the Capital Improvement Projects. For example, the FY 2016 Pavement Management Program project included streets based on condition assessments performed in 2013. The scope included sidewalk repairs and filling in gaps.

Another project, the Storm Water Drainage Plan review, would identify potential improvements and funding sources to reduce the flood impact from 100-year storm events. The Public Works Facility Assessment Project was scheduled to appear on City Council's agenda on December 7, 2015. During that meeting, City

Council would be presented with the condition of the current Public Works Administration Building, as well as discussion and a matrix of decision making related to what could happen with the flooded building.

Phase 2 of the Citywide SCADA Systems Upgrade Project was scheduled to occur in fiscal year 2016. This phase would address Supervisory Control and Data Acquisition ("SCADA") connections to the three City water plants (Central, Feld Park, and Renwick), the three remote lift stations (Bellaire, Rice, and Wendell), and the City's Wastewater Treatment Plant.

At this point in the meeting, **Mayor Philip L. Nauert** opened the floor for questions from members of City Council. Following questions from the Mayor and City Council, Mayor Nauert called for a motion and action to accept the FY 2016 Management and Capital Improvement Projects report, as presented by Project Manager Michelle Jordan, into the record.

Motion:

To accept the FY 2016 Management and Capital Improvement Projects report, as presented by Michelle Jordan, Project Manager, into the record.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

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

Items for future agendas included favorable suggestions for a future item to consider re-establishing a citizen committee to help with the municipal facilities project design phase; and discussion and possible action, if needed, regarding the City of Bellaire's policy for filling gaps in sidewalks as a part of the City's sidewalk and pavement management project.

Community interest items from the Mayor and City Council included wishes of welcome to newly elected Councilman Michael Fife; expressions of appreciation for reports presented by City Staff during the meeting; wishes for a Happy Thanksgiving; reminder of the City Offices closure for the Thanksgiving holidays (November 26 and 27); and congratulations to the Patrons for Bellaire Parks for their hard work in rescheduling their Tents 'n Town event.

I. Adjourn.

Motion:

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 9:23 p.m. on Monday, November 16, 2015.

RESULT:	**UNANIMOUS [7 TO 0]**

MOVER:	Roman F. Reed, Councilman
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
PROCLAMATION (ID # 1716)

Meeting: 11/16/15 07:00 PM
Department: Fire Department
Category: Recognition
Department Head: Darryl Anderson
DOC ID: 1716

Item Title:

Issuance of a proclamation by Dr. Philip L. Nauert, Mayor, in recognition of Nick Aring, Lifetime Member of the Bellaire Volunteer Fire Department, for his dedication and exemplary service to the City of Bellaire, Texas.

Background/Summary:

At the request of Fire Chief Darryl Anderson, Mayor Nauert has issued a proclamation in recognition of Nick Aring's 56 years of dedicated, exemplary service as a volunteer with the Bellaire Volunteer Fire Department.

Nick exemplifies the spirit of a volunteer and the Bellaire Fire Department would like to bestow upon Nick the first ever Bellaire Volunteer Life Member designation in appreciation of his service.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Fire Chief Darryl Anderson recommends and requests the issuance of a proclamation for Nick Aring.

ATTACHMENTS:

- Nick Aring as a Life Member of the Bellaire Volunteer Fire Department (PDF)

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City of Bellaire, Texas

Proclamation

Whereas, volunteering is the heart and soul of Bellaire; and

Whereas, Bellaire Volunteer Firefighters are an integral part of the Bellaire Fire Department and the City of Bellaire; and

Whereas, for the last 56 years, **Nick Aring** has been associated with and is in good standing as a Bellaire Volunteer Firefighter; and

Whereas, **Nick Aring**'s service exemplifies the spirit of a volunteer; and

Whereas, **Nick Aring** shall receive the first ever Bellaire Volunteer Life Member designation;

Now, Therefore, **I, Dr. Philip L. Nauert, Mayor of the City of Bellaire, Texas,** do hereby recognize the contributions made by **Nick Aring** to the Bellaire Voluteer Fire Department and the City of Bellaire and proclaim:

Nick Aring as a Life Member

of the Bellaire Volunteer Fire Department

in the City of Bellaire, Texas, and urge all citizens of the City of Bellaire to join me in recognizing **Nick Aring's** contributions and exemplary service to the City of Bellaire.

In Witness Whereof, I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 16th day of November, 2015.

_____

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

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

OCTOBER 12, 2015

Council Chamber	Public Hearing	6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

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

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

Dr. Philip L. Nauert, Mayor, called the Special Session (Public Hearing) before the City Council of the City of Bellaire, Texas, to order at 6:03 p.m. on Monday, October 12, 2015. He announced that a quorum of the members of City Council were present as set forth in the table below.

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

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

Tracy L. Dutton, City Clerk, read the "Notice of Public Hearing" into the record.

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

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

D. Presentation:

Presentation regarding a proposal to increase total tax revenues for the 2015 tax year from properties on the tax roll in the preceding year by 5.69% by proposing a tax rate of $0.3805 per $100 valuation - Submitted and presented by Linda Symank, Chief Financial Officer.

Linda Symank, Chief Financial Officer, addressed City Council and advised that the proposed tax rate for the City of Bellaire for fiscal year 2016 was $0.3805 per $100 valuation. Although the proposed tax rate was actually a decrease from the City's current tax rate of $0.3936, the proposed tax rate would give the City an additional $1,256,000 in revenue. The increase in revenue resulted from the City's proposal of a tax rate above its effective tax rate of $0.3600, as well as new revenue from new property added to the tax roll and

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higher appraised values.

The City of Bellaire was required to hold two public hearings prior to the adoption of a tax rate. The first public hearing was held on October 5, 2015, and the one this evening was the second public hearing. The public hearings gave residents the opportunity to speak prior to the adoption of the tax rate. The City had scheduled the adoption of its tax rate on October 19, 2015.

In closing, Chief Financial Officer Symank advised that following the public hearing this evening, the City was in complete compliance with truth-in-taxation regulations.

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

Lynn McBee:

Ms. McBee addressed City Council and stated that she rose in protest of the proposed revenue increase of $1.25 million. If indeed one cent was equivalent to $400,000 in revenues, then the City's proposed rate would represent an increase of the equivalent of three cents.

Ms. McBee found that the increase was not necessary. The City had exceeded its needs by far and proposed a rate that produced over $1 million in her opinion. She encouraged City Council to think about the harm they reaped and the greed they represented by imposing the proposed tax rate.

Further, Ms. McBee advised that the federal government had announced that social security benefits would not be increased this year. The federal government was tightening their belt and the City continued to splurge, in her opinion.

James Ingham:

Mr. Ingham addressed City Council and advised that the City needed to live within its needs. Taxes kept increasing and the citizens paid enough already in his opinion. He further advised that no more taxes were necessary.

F. Questions from the Mayor and City Council - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, opened the floor for questions or comments from the City Council. There were no questions or comments.

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

Dr. Philip L. Nauert, Mayor, closed the Special Session (Public Hearing) before the City Council of the City of Bellaire, Texas, at 6:12 p.m. on Monday, October 12, 2015.

Rules regarding oral comments were provided on the agenda document as follows:

Under the *Rules of Procedure* of the City Council of the City of Bellaire, Texas, as of July 13, 2015, *Article 9, Rules Governing Public Hearings, Section I, Written Comments,* **oral comments** regarding the proposed increase in tax revenues for tax year 2015 **will not be received after the close of this public hearing.** Written comments may be submitted to the City Council of the City of Bellaire, Texas ("City Council"), prior to final deliberation on the matter. It is anticipated that final deliberation will occur on Monday,

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October 19, 2015. Written comments should, therefore, be submitted to the City Council in care of the City Clerk by noon on Thursday, October 15, 2015, in order to be considered for the public record.

H. Adjourn.

Motion:

To adjourn the Special Session (Public Hearing) of the City Council of the City of Bellaire, Texas, at 6:12 p.m. on Monday, October 12, 2015.

RESULT:	**UNANIMOUS [6 TO 0]**
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan
NAYS:	None
ABSENT:	Friedberg

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

OCTOBER 19, 2015

Council Chamber	Regular Session	7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the City Council of the City of Bellaire, Texas, to order at 7:00 p.m. on Monday, October 19, 2015. He announced that a quorum of the members of City Council was present as set forth in the table below.

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

B. Inspirational Reading and/or Invocation - Roman F. Reed, Councilman.

Roman F. Reed, Councilman, provided the inspirational reading for the evening.

C. Pledges to The Flags - Roman F. Reed, Councilman.

Roman F. Reed, Councilman, led members of the City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Approval or Correction of Minutes:

Consideration of and possible approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, September 21, 2015.

Mayor and Council - Regular Session - Sep 21, 2015 7:00 PM

Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, September 21, 2015.

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

E. Personal/Audience Comments.

Sneha Bhavsar:

Ms. Bhavsar addressed City Council and indicated that she was present to express her support for the utility box art proposal before City Council this evening. She advised that utility boxes were everywhere; however, she had not noticed them until one was transformed into a piece of art.

Ms. Bhavsar stated that she believed that painting utility boxes was a brilliant way to transform an otherwise blank and unnoticed space into a fantastic work of art. She believed the time was right to invest in and promote public art. Ms. Bhavsar advised that the utility box art program was alive in the City of Houston and cited an example of one on West Bellfort and Willowbend.

Further, Ms. Bhavsar advised that citizens were eager to accept public art into their communities because multiple cities in California, New York, Pennsylvania, Massachusetts, Nevada, and Utah had already introduced utility box programs. Similar projects had been implemented worldwide from Canada to New Zealand.

Ms. Bhavsar urged City Council to consider the benefits of approving the Cultural Arts Board's public art proposal. Among the benefits, in Ms. Bhavsar's opinion, was an enhanced aesthetic environment. She indicated that painted utility boxes would definitely liven up the streetscape and add vibrancy to an otherwise bland space. She felt the proposal before City Council would work into the City's beautification efforts and would provide a strong personal identity for the City.

In closing, Ms. Bhavsar urged City Council to approve the project and thanked the Cultural Arts Board for taking the project on and tailoring it to meet the needs of the City of Bellaire.

Jennifer Cross:

Ms. Cross echoed the sentiments expressed by Sneha. In tandem with the beautification initiatives going in Bellaire, Ms. Cross felt that the art box program would uniquely set Bellaire apart from nearby communities. As a mother of young children, the program gave her the opportunity to talk to her children about art, creativity, and expression.

Ms. Cross closed and asked City Council to support the program.

David Montague:

Mr. Montague addressed City Council and indicated that he wished to make three brief comments. First, he publicly thanked Lynn McBee for the Candidate Forum held during the previous week. He indicated that he appreciated the help provided by Ms. McBee, Margo Kendrick, and Corbett Parker.

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Secondly, Mr. Montague advised that he supported the Cultural Arts Board's recommendation for the public art program to be recommended later this evening.

Thirdly, Mr. Montague was pleased to see the letter from the Chief of Police and the Director of Human Resources on the proposed program to consider further the salaries and incentives in a holistic fashion for the Police and Fire Departments. He indicated that he spent several years in Human Resources during his career and understood that it took a little time to sort through issues that one wished could be solved immediately. Mr. Montague advised that Human Resources Director Yolanda Williams had laid out a good program and he looked forward to seeing it at some future date.

Robert Riquelmy:

Mr. Riquelmy addressed City Council and stated that over the last several meetings, he had held a one-sided dialog about openness and transparency in Bellaire City Government. Continuing in that vein, Mr. Riquelmy indicated that there were City Council meetings which were open and others which were closed. In his opinion, the residents' perception was that open meetings were the normal condition and that any variation from an open meeting required some action by a city official.

If the people of Bellaire were to elect Mr. Riquelmy as Mayor, the people would know who asked that the public be excluded and any particular meeting be closed.

Susan Downs:

Ms. Downs addressed City Council and indicated that she wished to thank City Manager Paul A. Hofmann and the employees of the City of Bellaire who hosted her and her fellow campaigners for public office on three facility tours. Mr. Hofmann made arrangements to rent a van and a driver who transported the campaigners across the City a few weeks ago.

Facilities included in the tours were the Public Works facility, Fire Department, Police Department, Library, and Parks and Recreation. The tours were very informative and all of the questions asked by campaigners were answered fully and honestly. Her favorite experience was putting on gloves and touching the "cake" made from solid waste.

Ms. Downs indicated that she had lived in Bellaire for 33 years and never knew where the City's lift stations were located or what they were. In closing, Ms. Downs stated that she believed the campaigners would all be better candidates for public office because of the three tours. Ms. Downs was impressed with the dedication and hard work of each employee and manager that stayed with them.

Ms. Downs thanked the City for allowing the campaigners to see firsthand how the City worked and the people who made things happen in the City. She also thanked Lynn McBee and her coworkers for putting together the Election Forum last Thursday evening. Ms. Downs stated that she felt it was important for the citizens to meet and ask questions of those that wanted to serve them on City Council and as Mayor. She appreciated the questions asked and the responses given by her fellow City Council candidates. She was proud of each candidate and appreciated their willingness to serve.

In closing, Ms. Downs indicated that she was running for Councilman--Position No. 5 and would appreciate the citizens' vote.

Lynn McBee:

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Ms. McBee addressed City Council and thanked the preceding speakers for their compliments on the Candidates' Forum which was one of the best that had been seen. She indicated that the questions were great and the answers were very honest and open. Ms. McBee stated further that it was too bad that many did not come at the request of the City Manager.

In terms of ethics, Ms. McBee stated that she wished to ensure that everyone thought very hard about the appearance of impropriety, which was in the City's ethical guidelines in the Code of Ordinances versus the conflict of interest issues that so often were brought up. She stated there was a difference and it was important not just for the staff and employees to avoid the appearance of impropriety. Employees' families also had an obligation to stay out of trouble with the appearance of impropriety.

As to the evening's agenda, Ms. McBee stated that City Council would, once again, be talking about municipal facilities. The timetable was very interesting and mentioned a bond election potential in 2016. She hoped that no decision would be made by the outgoing City Council because they had three years to deal with this, and it remained unresolved. She urged City Council to let go and leave it to the new City Council.

Ms. McBee referenced decisions that needed to be made with respect to the facilities regarding expenditures, space allocation, parking allocation, and design that had not been discussed by the current City Council or the Ad Hoc Municipal Facilities Committee. As City Council knew, the facilities were a community concern. It could be a real problem if City Council did not partner with the people who paid the bills, in Ms. McBee's opinion.

Finally, there was an item on the evening's agenda consisting of a very lengthy presentation of the pros and cons of Councilman James P. Avioli, Sr.'s, proposal of an incentive for police recruitment. Ms. McBee advised that she offered one as well during her budget comments. The incentive was a great idea; however, if City Council chose to offer an incentive (whether it be transportation or house purchase), the City did not need the additional cost of another human relations staff person to be hired. It was a duplication of costs, in her opinion. She concluded by stating that the money saved could be put in the pocket of the police or in the pocket of the bureaucrat.

Written Comments:

Dr. Philip L. Nauert, Mayor, read the written comments set forth below into the record.

Julia Tamm:

I wish to let the City of Bellaire know that I support the utility box painting program and that it will bring some colorful, much needed artwork into city areas.

It will be fun to see these around Bellaire.

Regards.

Wendy Bantle:

I am writing in support of the pilot utility box beautification program. Please support this initiative.

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Thank you.

Stephanie Goldfield:

Toward the end of my term on the Cultural Arts Board, I was very much in favor of the Utility Box Beautification Project and, in fact, was so excited that I put myself in charge of writing the goals and presenting a working draft to the Board. To see this project come to fruition for the City of Bellaire is still of great interest!

The Utility Box Beautification Project is an opportunity to introduce and expand public art in a most unique and creative way AND without the need for City financial resources. These boxes will be painted by our citizens and we will no longer see the ugly metal structures as they are now. What enjoyment and awe these will bring for all citizens passing by.

How rare it is to provide art and make an improvement in beautification without asking Council for money! Please vote YES for the Utility Box Beautification Project! Thank you!!!

F. Reports:

1. Presentation of plan for proceeding with the Municipal Facilities Project which includes a potential timeline. Presentation to be made by Jeff Gerber, President and CEO of Pierce Goodwin Alexander Linville. Item requested by Dr. Philip L. Nauert, Mayor.

   Jeff Gerber, AIA, LEED AP, Chief Executive Officer of PGAL, addressed City Council and advised that he had been asked to give the City a timeline as to how quickly the municipal facilities project could proceed with some parameters and a pathway.

   CEO Gerber advised that the pathway he had included in City Council's packet was not the only pathway, but rather an example of what a path could look like.

   With respect to "givens," he understood that the earliest time the bonds approved by the voters in 2013 could be sold was in August of 2016. That given drove a place in time as to the earliest date that the City would enter into a contract (Guaranteed Maximum Price) to construct the municipal facilities.

   He noted that the City had settled on a site plan. Four months were needed to complete the schematic design phase (building design) and seven months were needed to complete the final design phase.

   CEO Gerber suggested further that an early step would be to hire a Construction Manager at Risk (CMR) early in the process so that the CMR could help with the pricing of the project and make sure the City could proceed and get good advice as to what the project could afford and not afford in terms of phasing and materials.

   CEO Gerber suggested that the schematic design phase include the entire project (Alt A Site Plan consisting of a City Hall/Civic Center and Police/Municipal Court Facility). During this phase, the CMR would help confirm the budget and phasing for the project. If PGAL were to start relatively soon, design reviews and City Council workshops related thereto could occur in early January of 2016, with the formal schematic design and budget approved in February of 2016.

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With respect to the final design process, two paths were shown by CEO Gerber. One path, Path A, would work within the 2013 bond referendum on a phased construction approach with one building being completed. A second path, Path B, would work within the 2013 bond referendum to construct both buildings and seek an additional funding source, if needed.

Following a decision as to the path to take, the City Council would approve a Guaranteed Maximum Price and sell the 2013 voter-approved bonds in August of 2016. Construction could start thereafter in October of 2016, with occupancy by October of 2017.

Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council. Following questions of CEO Gerber by members of City Council, Mayor Nauert stated that he had asked for the timeline that CEO Gerber presented. Mayor Nauert stated further that what he wanted to impress the City Council and others with was that the timeline, particularly with regard and as established by the Texas Election Code, required that the City make a decision in February of 2016 in order to authorize a new bond referendum and election for the first Saturday in May (assuming additional funds were needed).

2. Presentation, consideration of and possible action on a recommendation from the Bellaire Cultural Arts Board (BCAB) for a Pilot Utility Box Beautification Program - Submitted by Diane K. White, Assistant City Manager, on behalf of the Bellaire Cultural Arts Board.

Terry Leavitt-Chavez, Chair, Cultural Arts Board of the City of Bellaire, Texas, addressed City Council and advised that over the past year, the Bellaire Cultural Arts Board ("BCAB") had considered the merits and feasibility of adopting an art program whereby the five city-owned utility boxes in Bellaire would act as a canvas to be tastefully decorated by local artists.

Chair Leavitt-Chavez advised that utility painting programs were popping up all over the United States. Bellaire's neighboring City of Houston had implemented this program in many different neighborhoods, including Meyerland. The BCAB was requesting that the City Council support Bellaire's own pilot project starting with one of the City's five utility boxes located at the corner of South Rice Avenue and Bellaire Boulevard within Paseo Park and addressed as 7409 South Rice Avenue (utilities housed within the referenced box included street lights, signals, and a control box).

The cost of the program would be no more than $1,000, and the artist would be required to sign prerequisite agreements regarding responsibilities and liabilities before final approval. The project was intended to introduce some artwork in the community through decorating an object that was otherwise quite unattractive. The artwork would be required to meet a nature theme and compliment the environment in which the box was located. For example, it could reflect nearby plant life and tastefully add a splash of color, perhaps reflecting morning glories or azaleas.

The conceptual design would be agreed upon by the BCAB and artist prior to painting. Depending on the response to the initial artwork, the program could be extended to other utility boxes within the community. The BCAB would work closely with and had consulted Public Works Director Brant Gary on this project. The area could be prepared and ready for painting late this year.

Chair Leavitt-Chavez further advised that the project would be promoted on the

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City's website and in local media. Public feedback would be sought through different City events and a quick online survey available on the City's website. A suggestion had been made that the BCAB host a ribbon-cutting to increase awareness in the community and open the possibility for the next phase of the project to be fulfilled by local Bellaire artists. In this regard, the BCAB and the Assistant City Manager were currently creating an online artist registry where local artists could sign up to be involved with the events and project.

Chair Leavitt-Chavez concluded with a statement that the fiscal impact for the year 2016 beautification capital improvement project would be $1,000.

Motion:

To approve the report provided by Chair Terry Leavitt-Chavez, BCAB, and to authorize the expenditure of $1,000 from available funds to hire an artist to paint the utility box located in Paseo Park at the corner of South Rice Avenue and Bellaire Boulevard.

Following questions of BCAB Chair Terry Leavitt-Chavez regarding the pilot utility box program, **Dr. Philip L. Nauert, Mayor,** called for a vote on the motion on the floor.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Gus E. Pappas, Councilman
SECONDER:	Amanda B. Nathan, James P. Avioli Sr., Pat B. McLaughlan, Andrew S. Friedberg
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Friedberg

G. New Business:

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

a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, fixing the tax rate and tax levy for the City of Bellaire, Texas, for tax year 2015 (fiscal year beginning October 1, 2015, and ending September 30, 2016), upon all taxable property in said City - Submitted by Linda Symank, Chief Financial Officer.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, adopting a tax rate of $0.3805, which is effectively a 5.7 percent increase in the tax rate.

Following questions of the City Attorney and Chief Financial Officer, **Dr. Philip L. Nauert, Mayor,** called for a vote on the motion on the floor.

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

2. Item for Individual Consideration:

a. Consideration of and possible action on the implementation of a retention incentive plan for each patrol officer and firefighter/paramedic employed by the City of Bellaire, including but not limited to a plan that would provide such employees a $2,000 per year bonus payable at the end of each fiscal year, in recognition of the importance of and challenges inherent in keeping such positions filled and of the fact that many such employees travel significant distances to work - Requested by James P. Avioli, Sr., Councilman.

Motion (Note: This motion was later replaced by a substitute motion):

That City Council approve the mileage incentive plan for Police and Fire Departments in recognition of the loyalty, dedication, security and safety that the Departments provided the City of Bellaire.

{Moved by James P. Avioli, Sr., Councilman, and seconded by Roman F. Reed, Councilman}

James P. Avioli, Sr., Councilman, provided a summary of the retention incentive plan ("Plan") under consideration by City Council. During City Council's consideration of the FY 2016 Budget on September 15, 2015, there had been a great deal of discussion about retention of police officers and, in some cases, firefighters. Since that time it was suggested that any plan the City might develop as an incentive for the police officers should include the firefighters and paramedics. Councilman Avioli advised that there were currently 30 police officers and 21 firefighters and paramedics that would qualify for the Plan. Those who would not qualify were those who had City vehicles and gas cards.

Further, Councilman Avioli advised that the firefighters and paramedics made two round trips per week to/from Bellaire as opposed to the five round trips per week that the police officers made. This changed the arithmetic somewhat, so the cost of the program would now be $76,800 and not the $102,000 set forth in the agenda statement. Memorandums were also attached to the agenda statement from the Chief of Police, Director of Human Resources, and City Manager.

Councilman Avioli indicated that the Chief of Police identified existing incentives and certainly urged that the incentives be reviewed for addition and possible market update. The Director of Human Resources summarized the reasons that police officers and firefighters chose to leave Bellaire, other than salary. The Director of Human Resources also suggested that the City review salary and enhancement incentives based on market research over a period of 120 days. The City Manager advised City Council to consider the long-range implication of adding recurring expenses at this point in the fiscal year. Each of the opinions were made in good faith and certainly had merit.

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However, Councilman Avioli strongly encouraged City Council to support the Plan because of its innovativeness and immediate show of support to the Police and Fire Departments for the security and safety they provided to the citizens of Bellaire.

If nothing else, the Plan made City Council aware that they should review other incentives offered to the two disciplines that provided the City's safety and security.

In closing, Councilman Avioli summarized the arithmetic associated with the Plan to members of City Council. Police officers would receive a year-end incentive of $2,000 per year and due to the lesser amount of time traveled, the firefighters would receive an incentive of $800 per year. Councilman Avioli commented that each time an officer or firefighter put on their uniform, they were putting their lives on the line for the residents of Bellaire.

Discussion:

Discussion ensued among members of City Council and the City Manager regarding the Plan and its long-term impacts on the current and future budgets. Following discussion, an amendment was offered by Andrew S. Friedberg, Councilman, as a substitute motion.

Substitute Motion (new main motion):

To direct Staff within 120 days to present recommendations for salary and incentive enhancements as part of a comprehensive approach toward improving employee recruiting and retention and within 180 days to present a proposal for implementation thereof in the fiscal year 2017 budget.

Discussion ensued among members of the City Council and Byron Holloway, Chief of Police. Following discussion, **Mayor Nauert** called for a vote on the substitute motion:

RESULT:	**ADOPTED [4 TO 3]**
MOVER:	Andrew S. Friedberg, Councilman
SECONDER:	Amanada B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Pappas, Friedberg
NAYS:	Reed, Avioli Sr., McLaughlan

Discussion ensued among members of the City Council regarding the substitute (now main) motion on the floor. At the conclusion of the discussion, an amendment was offered by Roman F. Reed, Councilman.

Amendment (No. 1) to the Main Motion (Substitute Motion):

To ensure that the post-study compensation recommendation be made retroactively to December 31, 2015.

Mayor Nauert called for a vote on the amendment on the floor.

RESULT:	**FAILED [3 TO 4]**

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MOVER:	Roman F. Reed, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Reed, Avioli Sr., McLaughlan
NAYS:	Nauert, Nathan, Pappas, Friedberg

Discussion ensued among members of City Council regarding the main motion. Following discussion, **Mayor Nauert** called for a vote on the main motion.

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

b. Discussion and possible direction to Staff regarding facility and infrastructure funding and construction to include, but not be limited to, a plan to allow for near term construction of police and court facilities utilizing existing bond authorization and a needs priority reevaluation of Public Works, Library, City Hall, Civic Center and other City facilities buildings for future rehabilitation or reconstruction. Said discussion to also include future funding methods required for: a) bond authorization for currently unfunded buildings; b) use of existing available funding for police and courts; and c) utilization of currently authorized remaining available funding applied to City Hall and the Civic Center, as well as the financial impacts of possible future bond authorization for infrastructure street and drainage reconstruction, in addition to future facilities needs - Requested by Pat B. McLaughlan, Councilman.

Motion:

To ask Staff to look into the material presented in the agenda item.

{The following material was included in the agenda item: a plan to allow for near-term construction of police and court facilities utilizing existing bond authorization; needs priority re-evaluation of Public Works, Library, City Hall, Civic Center, and other City buildings for future rehabilitation or reconstruction; bond authorization for currently unfunded buildings; utilization of current authorized remaining available funding applied to City Hall and the Civic Center; and financial impacts of possible future bond authorization for infrastructure street and drainage reconstruction.}

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

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RESULT:	**FAILED [3 TO 4]**
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Avioli Sr., McLaughlan, Friedberg
NAYS:	Nauert, Nathan, Reed, Pappas

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

There were no items for future agendas.

Community interest items from the Mayor and City Council included good wishes for the City's candidates during early voting and on Election Day; expressions of thanks to Lynn McBee, Margo Kendrick, Corbett Parker, and John and Jo Monday for the Candidate Forum; expressions of appreciation for all City employees; and encouragement to citizens to attend upcoming events, including the Fire Truck Pull, Condit Fall Festival, Evelyn's Park Fundraiser, Recycles Fest, and Diwali Day.

I. Adjourn.

Motion:

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 9:50 p.m. on Monday, October 19, 2015.

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

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1746)

Meeting: 11/16/15 07:00 PM
Department: City Manager's Office
Category: Report
Department Head: Paul A. Hofmann
DOC ID: 1746

Item Title:

Quarterly Report for the Evelyn's Park Conservancy - Presented by Patricia King-Ritter, President, Evelyn's Park Conservancy Board.

Background/Summary:

Per Ordinance No. 14-035, and the Development and Operating Agreement for Evelyn's Park, the Conservancy shall present a quarterly report.

Previous Council Action Summary:

Council approved Ordinance No. 14-035 on June 16, 2014, and the Development and Operating Agreement for Evelyn's Park on July 7, 2014.

Fiscal Impact:

None

Recommendation:
Receive presentation from representatives of the Evelyn's Park Conservancy.

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Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ACTION ITEM (ID # 1651)

Meeting: 11/16/15 07:00 PM
Department: City Manager's Office
Category: Budget
Department Head: Diane K White
DOC ID: 1651

Item Title:

Fourth Quarterly Report (FY 2015 Final) for the City of Bellaire, Texas - Submitted by Diane K. White, Assistant City Manager.

Background/Summary:

Assistant City Manager Diane K. White will present the Fourth Quarter Report for the fiscal year 2015 (period beginning July 1, 2015 to September 30, 2015) to members of City Council.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Acceptance of this report into the record.

ATTACHMENTS:

- FY2015 4th Quarter Report (DOCX)

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

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City of Bellaire
FY 2015 Fourth Quarter Report

July 2015-Sept 2015

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Financial Analysis

The FY 2015 Budget has closed with all departments within budget. Each month a monthly financial report is prepared that provides an analysis of the operating fund's activity for the month and how that compares to the allocated budget. Department heads are required to report on variances that may arise or have arisen in their adopted budget each month. Each department head is asked each month for year-end projections as it pertains to their adopted budget.

The June projections for year-end that are developed by department heads and the Budget Office are used to develop the projected beginning balances for the FY 2016 Budget. We take a conservative approach to the projections, keeping in mind the issues that may arise during the summer.

Departments continue to recruit and fill positions. In the fourth quarter we had five separations, including two retirements, and nine new hires (see chart below). As of September 30, 2015, we had 18 vacancies; however, at the time of this report, we have hired two police officers, two employees for Public Works Solid Waste, and two additional Public Works candidates are being processed for employment. The vacancy in Development Services is due to the retirement of the Building Official in early September. The Fire Department will host its assessment process mid-November with hopes of filling the Firefighter Paramedic vacancy created after September 30, 2015.

4th Qtr New Hires	**4th Qtr Separations**
5 Police Officers	2 Police Officers
1 Communications Officer	1 Communications Supervisor (retired
1 Custodian (Parks)	1 Streets Superintendent
1 Firefighter Paramedic	1 Building Official (retired)
1 Admin Secretary (Public Works)	

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Department Vacancies					
Department	Adopted Budgeted Positions	12/31/2014	3/31/2015	6/30/2015	9/30/2015
General Fund					
City Manager's Office	8	0	0	0	0
Finance	9	1	0	0	0
Development Services	9	0	1	1	1
Fire	24	1	2	1	0
Police	56.5	6	4	8	7
Parks, Rec., & Facilities	15	1	2	1	0
Library	8	0	0	0	0
Public Works	9	3	4	2	3
Enterprise Fund					
Water	8	5	5	0	1
Wastewater	11	2	1	2	3
Solid Waste & Recycling	11	2	2	2	3
Total	168.5	21	21	17	18

General Fund

General fund expenditures came in under projections by $357,979 at $16,669,028, 98% of budget. Detailed information is in the "Actual to Projection Year end Detail" section of this report.

Revenue came in at $17,594,534 which is $15,512 more than projected.

Including the increase in revenues, the fund balance increased $373,491 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of $373,491 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the "catchup" needed for the vehicle and equipment replacement plan.
- Increase the contribution to the general fund transfer to the CIP.

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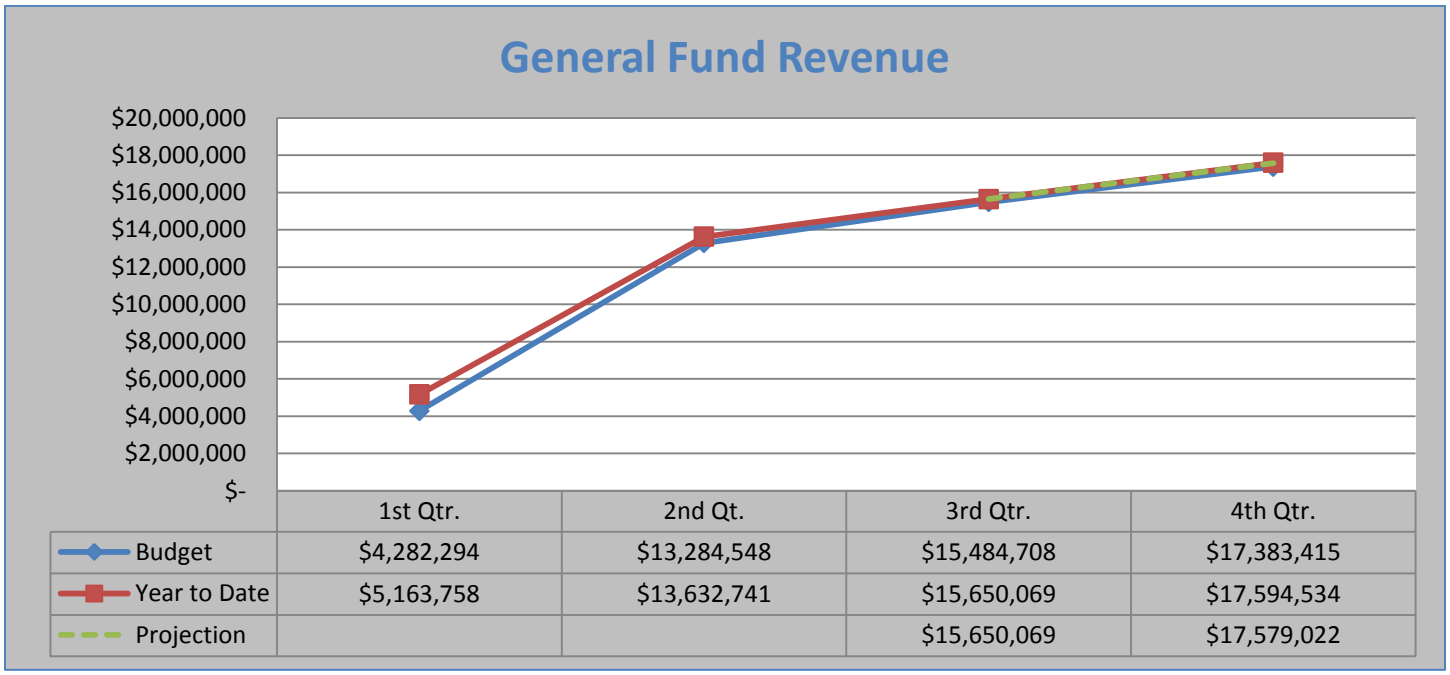
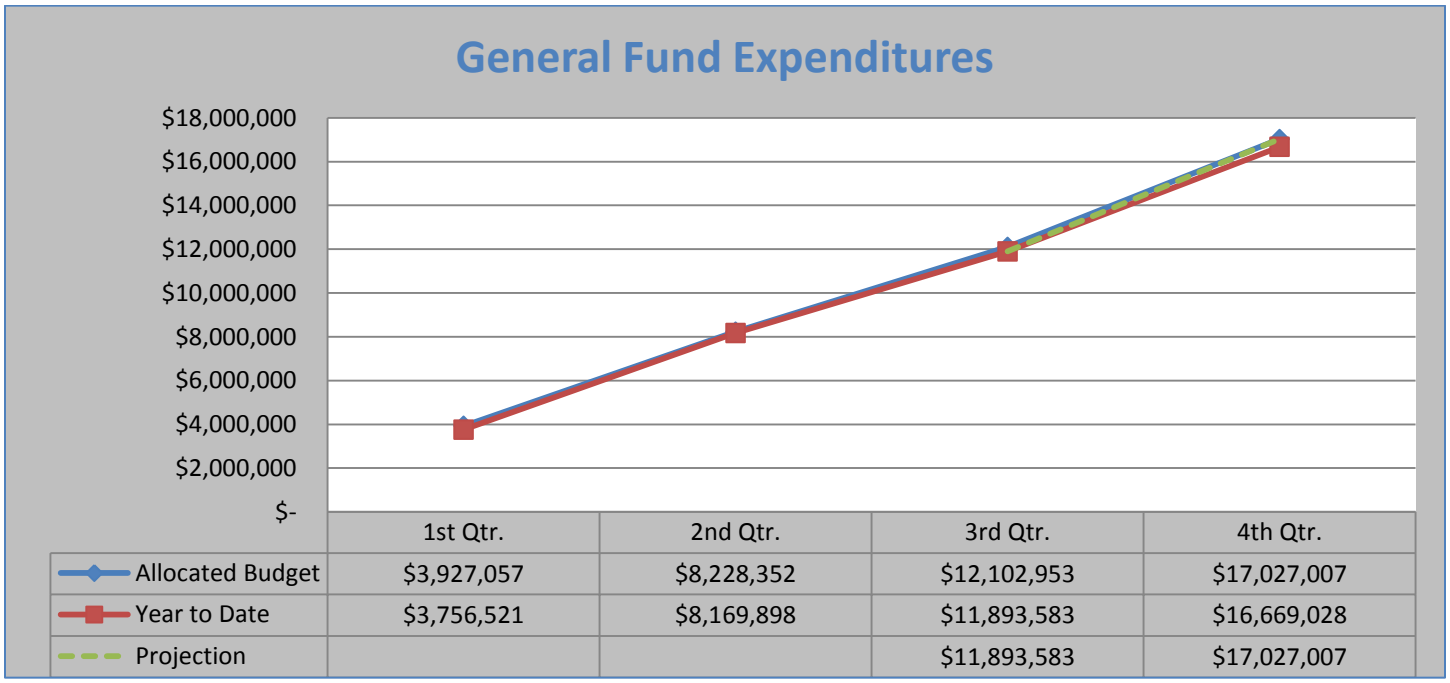
General Fund Revenue Chart



	1st Qtr.	2nd Qt.	3rd Qtr.	4th Qtr.
Budget	$4,282,294	$13,284,548	$15,484,708	$17,383,415
Year to Date	$5,163,758	$13,632,741	$15,650,069	$17,594,534
Projection			$15,650,069	$17,579,022

General Fund Expenditure Chart



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$3,927,057	$8,228,352	$12,102,953	$17,027,007
Year to Date	$3,756,521	$8,169,898	$11,893,583	$16,669,028
Projection			$11,893,583	$17,027,007

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General Fund
FY 2015 Revenue & Expenditure Report by Department

	FY2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 Year to Date (Unaudited)	% of Amended Budget (Collected/Spent)	FY 2015 Projected Budget
Revenue					
Current Property Taxes	10,249,092	10,249,092	10,120,057	98.74	10,177,722
Franchise Taxes	1,351,800	1,351,800	1,391,435	102.93	1,399,805
Sales Tax	2,100,000	2,205,000	2,373,846	107.66	2,406,292
Permits	668,150	668,150	673,103	100.74	705,199
Fees	305,623	305,623	246,612	80.69	307,623
License	3,300	3,300	1,306	39.58	2,900
Intergovernmental	3,500	3,500	3,391	96.89	2,826
Rental	24,200	24,200	39,293	158.24	34,083
Aquatics	325,000	325,000	423,521	130.31	322,000
Program Fees	171,000	171,000	185,778	108.64	171,675
Athletics	328,000	328,000	343,640	104.77	343,500
Other Fees	16,000	16,000	14,821	92.63	16,500
Public Safety	390,700	390,700	472,687	120.98	393,564
Other Revenue	4,500	4,500	7,050	156.67	2,000
Fines	775,750	775,750	702,944	90.60	725,000
Investment Earnings	24,500	24,500	34,712	141.68	30,928
Misc.	27,300	27,300	60,476	221.52	27,400
Sale of City Property	10,000	10,000	1,000	10.00	10,005
Business Enterprise Transfer	500,000	500,000	500,000	75.00	500,000
Total	**17,278,415**	**$ 17,383,415**	**$ 17,594,534**	**101.21%**	**$ 17,579,022**
Expenditures					
Administration	2,016,511	2,078,375	2,024,426	97.40	2,078,375
Legal Service	100,000	125,000	122,703	98.16	125,000
Finance	1,101,656	1,076,073	1,074,641	99.87	1,076,073
Development Services	813,758	849,108	843,798	99.37	849,108
Fire	2,567,284	2,599,451	2,570,781	98.90	2,599,452
Police	4,967,094	5,143,887	5,080,551	98.77	5,143,629
Parks, Rec., & Facilities	3,151,202	3,178,204	3,034,546	95.48	3,178,204
Library	648,323	661,438	653,423	98.79	661,438
Public Works	1,247,500	1,165,470	1,093,659	93.84	1,165,470
Disaster Related Expenses			21,133		
Transfer Out	150,000	150,000	150,000	100.00	150,000
Total	**16,763,328**	**$ 17,027,006**	**$ 16,669,661**	**97.90%**	**$ 17,027,006**
Revenues/Expenditures	**515,087**	**356,409**	**924,873**		**552,016**

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Actual to Projection Year End Detail

General Fund FY 2015 Expenditure Report by Category				
	FY 2015 Amended Budget	FY 2015 Year to Date (Unaudited)	FY 2015 Projected Budget	FY 2015 YTD vs Projected
Expenditures				
Salary & Benefits	11,986,008	11,867,567	11,946,015	(78,448)
Professional Services	1,315,861	1,273,107	1,371,489	(98,382)
Maintenance	1,146,527	1,101,912	1,136,337	(34,425)
Contractual Services	765,038	743,355	753,570	(10,215)
Materials & Supplies	1,191,793	1,099,949	1,161,079	(61,130)
Other Financial Costs/Disaster Related	46,000	60,240	44,256	(4,747)
Capital Outlay	425,780	373,531	464,261	(90,730)
Transfer Out	150,000	150,000	150,000	0
Total	**$17,027,007**	**$16,669,661**	**$17,027,006**	(357,345)

Salary & Benefits – Overall salary & benefits came in under projections by $78,448, largely due to expected hire dates not occurring as anticipated for police during the fourth quarter which accounts for approximately $32,000 of the variance. In addition, the park aquatics part-time seasonal budget was underutilized due to rain days, early closures due to rain and off-season absences where life guards did not report to work and full-time salaried staff covered shifts.

Professional Services – Professional Services was under projections mainly due to the timing of the payments for the election. At the time projections were done, the City Clerk did not have information from the County if they were going to require one or two payments. It was not until early October this information became available which accounts for over $30,000 of the variance. Other services such as professional services related to specialty summer camps, did not make class minimum, account for up to $18,200; Information Technology services that are budgeted for when unforeseen issues occur, fortunately was not needed in the fourth quarter for $13,400, contract labor for Human Resources and Parks was not needed due to filling of vacancies which accounts for $19,000 of the variance and technical services directly tied to collection of ambulance and motor vehicle accidents was less than projected at $8,000.

Maintenance – The right of way budget for the City includes mowing and pickup for the 610 Loop as well as unanticipated needs such as recovering from vandalism, right of way accidents and damages that impact landscaping/utilities is also accounted for in this line item. This line item is budgeted at $75,500 with the expectations that the latter will occur or supplemental litter pickup and or mowing will be needed to maintain

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Bellaire rights of ways. This year only $58,554 was spent which was under the projection by $16,946. In addition, the same case exist with the park maintenance line item where the landscaping and litter in parks and various other contracts are paid for, this line item is also used for unforeseen maintenance issues that may occur in the parks due to irrigation line breaks, vandalism of park and/or park facility equipment. The budget for this line item is $267,709 and was under projections by $35,000.

Contractual Services – All departments impacted this number by coming in under or over projections mainly where education and training were concerned, advertisement for public hearings was less, police department motorcycle lease is paid from this category and this line item was impacted by the timing of the hire date for the officer.

Materials & Supplies – Materials and supplies is defined differently for each department depending on the service they provide. However, this category accounts for fuel which came in under projections. Fuel is projected very conservatively for public safety due to the demand that may present itself at any moment and accounts for projections being under by $35,000 across departments for this category. In addition when going into the hottest months of the summer, our electricity is based on historical use. The electricity actual expenditures for all general fund related facilities, traffic signals and streets light came in under projections by less than $5,000. And various other items in this category were under projections due to less of a demand for office and operating supplies.

Other Financial Costs – Driven by credit card fee use and banking fees.

Capital Outlay – The majority of this variance is from Public Works where equipment came in less than projected costs. The preservative seal effort in FY 2015 ran into delays in preparing the scope and bid documents. The item is budgeted again in FY 2016 and is expected to occur as a part of the annual pavement maintenance program.

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Enterprise Fund

Enterprise Fund FY 2015 4th Quarter Revenue & Expenditure Report			
	Adopted Budget	Year to Date (Unaudited)	Projections
Beginning Balance	**3,260,270**	**3,154,676**	**3,154,676**
Revenue	7,596,500	7,130,720	7,165,892
Expense	8,829,780	7,950,972	8,245,613
Ending Balance	**2,026,990**	**2,334,424**	**2,074,955**

Enterprise fund expenditures came in under projections by $294,641 at $7,950,972, 90% of budget. Detailed information is provided in the "Actual to Projection Year end Detail" section of this report.

Revenues came in at $35,172 less than projected at $7,130,720.

Including revenues, the fund balance increased $259,469 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of $259,469 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the "catchup" needed for the vehicle and equipment replacement plan.
- Increase the contribution to the enterprise fund transfer to the CIP.

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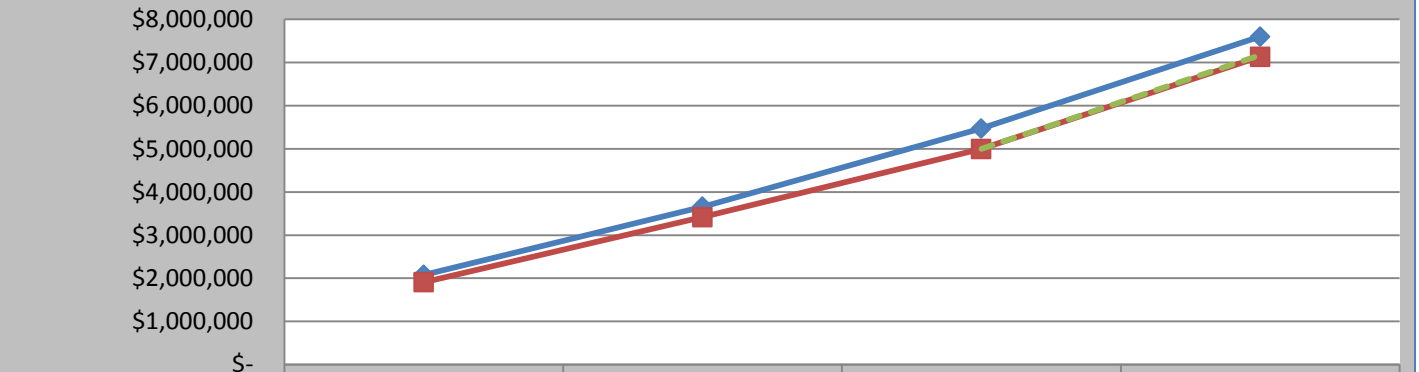
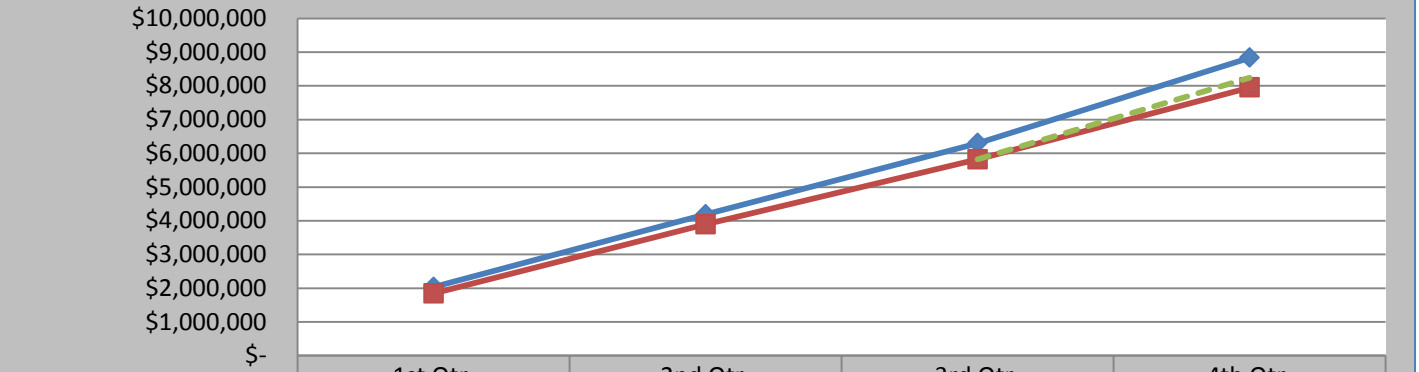
Enterprise Fund Revenue Chart



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$2,079,970	$3,657,857	$5,470,390	$7,596,500
Year to Date	$1,908,647	$3,417,914	$4,996,757	$7,130,720
Projection			$4,996,757	$7,165,892

Enterprise Fund Expenditures



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Allocated Budget	$2,033,830	$4,184,912	$6,297,473	$8,829,780
Year to Date	$1,844,912	$3,890,128	$5,817,345	$7,950,972
Projection			$5,817,345	$8,245,613

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Enterprise Fund FY 2015 Revenue & Expenditure Report by Department				
	FY 2015 Adopted Budget	FY 2015 Year to Date (Unaudited)	% of Adopted Budget (Collected/Spent)	FY 2015 Projected Budget
Revenue				
Water Sales	3,635,000	3,190,470	87.77	3,288,651
Waste Water Service	2,290,000	2,183,996	95.37	2,197,409
Solid Waste – Garbage & Brush Pickup	1,434,500	1,430,744	99.74	1,431,782
Recycling	6,200	11,703	188.76	8,371
Charges for Service	27,200	26,705	98.18	27,276
Other Revenue	51,100	57,816	113.14	57,391
Investment Earnings	7,000	4,046	57.80	7,860
Misc.	14,500	74,946	516.87	16,152
Sale of City Property	6,000	25,294	421.57	6,000
Operating Transfer In	125,000	125,000	100.00	125,000
Total	**$ 7,596,500**	**$ 7,130,720**	**93.87%**	**$ 7,165,892**
Expenditures				
Water Production	518,370	449,501	86.71	452,448
Water Distribution	643,545	519,516	80.73	591,815
Surface Water	1,979,691	1,737,252	87.75	1,799,970
Wastewater Collection	475,793	313,778	65.95	340,727
Wastewater Treatment	958,964	851,511	88.79	945,692
Solid Waste – Garbage & Brush Pickup	1,560,099	1,444,118	92.57	1,510,248
Utility Billing	272,318	244,521	89.79	253,713
Transfers Out/Other	2,421,000	2,390,775	98.75	2,336,000
Total	**$ 8,829,780**	**$ 7,950,972**	**90.05%**	**$ 8,245,613**
Revenues/Expenditures	**1,233,280**	**820,252**		**1,079,721**

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Actual to Projection Year End Detail

FY 2015 Expenditure Report by Category				
	FY 2015 Amended Budget	FY 2015 Year to Date (Unaudited)	FY 2015 Projected Budget	FY 2015 YTD vs Projected
Expenditures				
Salary & Benefits	1,631,372	1,381,463	1,413,675	(32,212)
Professional Services	699,000	764,687	821,121	(56,434)
Maintenance	743,450	632,162	774,500	(142,338)
Contractual Services	225,847	182,965	203,202	(20,237)
Materials & Supplies	2,779,111	2,343,881	2,425,115	(81,234)
Other Financial Costs	11,000	9,395	11,000	(1,605)
Capital Outlay	330,000	240,882	257,000	(16,118)
Transfer Out	2,410,000	2,395,537	2,325,000	70,537
Total	**8,829,780**	**7,950,972**	**8,230,613**	(279,641)

Salary & Benefits – The enterprise fund continues to have challenges with recruiting and hiring for posted positions. Several water and wastewater positions require state licenses and the applicant pool for this is very competitive.

Professional Services – Wastewater Treatment professional services as it relates to asset management and other projects were put on hold during the fourth quarter due to the priority of the Public Works facility assessment.

Maintenance – In the enterprise fund, maintenance expenses were lower than expected due to being tightly controlled. This was mainly seen in purchasing supplies on an as-needed basis as opposed to the typical annual order. In addition, repairs were sporadic and did not rise to the level of previous years. There were also concerns that funds would be needed to supplement disaster recovery efforts and Bellaire Lift Station repairs.

Contractual Services – Education and Training and mileage reimbursement for callouts was not used as anticipated.

Materials and Supplies – The majority of this variance comes from surface water, surface water was under projections by approximately $64,000. Adjustments were made to the monthly minimum and managed accordingly.

Capital Outlay – The street sweeper came in lower than projected

Transfer Out – Directly related to the start of capital projects. Transfers do not occur until projects are started.

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Management & Capital Improvement Projects

During the budget process Council was presented with the Management Projects developed to provide service enhancements and review and develop policies which will allow the City to become more efficient. Council was also presented with the FY 2015 Capital Projects which have been designed to meet today's infrastructure needs as well as those of the future. Outlined below are the milestones completed in the first quarter.

Management Projects

Community Safety Outreach:

Planning took place on an ongoing basis during April 2015 for Family Safety Day. Team meetings were conducted every other week. There was continuous communication among team members leading up to the event. Family Safety Day was held on Saturday, May 9, 2015 from 10 AM until 1 PM.

The event was well received by the community although attendance was somewhat lower than expected. Events included a youth bicycle rodeo, impaired driving experience for teens, a vehicle extraction demonstration, a display of wrecked vehicles in which a person died due to intoxication, landing of the Life Flight helicopter. There were also static displays on texting while driving, hurricane preparedness, and health-related topics.

Implement Compensation Study & Improve Employee Evaluation System:

The Evaluation Team discussed the purpose, process, and timeline for rolling out the new evaluation system to employees. Along with other guidelines, it was determined that the evaluation cycle will align with the fiscal year: October 1 – September 30; and the process will begin October 1, with a due date of December 1, each year.

Implement Network & Data Management Improvements:

The Data Management Team met to discuss moving forward with planning for the next Customer Relations Management (CRM) software application to replace or upgrade Incode, expansion of wireless and mobile capabilities, and the demonstration of GIS projects in ESRI's ArcGIS Online.

The team will meet again in November to view ESRI's ArcGIS demonstration and to finalize participant on the CRM team.

Evaluate ROW Maintenance Ordinance:

The Right Of Way (ROW) team is working on language for an ordinance in an attempt to define "un-safe" mowing areas. The criteria would be based on physical impediment, such as curb lined streets, ditches, etc., and higher speed locations. The current mowing contract expires in September and identified locations are included in the FY 2016 Budget. With the passing of the FY 2016 Budget, the ROW ordinance will be amended and presented to Council for approval.

Develop Financial Management Policies:

The Comprehensive Financial Management Policy Statements (CFMPS) were reviewed and approved by the Audit Finance Board on April 30, 2015. The City Council adopted the CFMPS at their regular meeting on May 18, 2015.

Improve Safety & Risk Management:

Departments began using the new and improved comprehensive Accident/Incident Investigation form to report accidents, injuries, illness and/or near misses. The importance of post-accident/incident testing and procedures were reinforced to staff. Review of the safety policy for necessary revisions and accidents/incidents for reporting and trend analysis is forthcoming.

Revenue Team:

The recommendations have been incorporated into the FY 2016 Budget. Fee changes are a component of the FY 2016 budget so that revenues are more closely aligned with services provided.

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Develop Vehicle/Equipment Management & Maintenance Plan:
Internal policies and decision making processes have been developed and established. The FY 2016 Budget utilized these guidelines.

UV-T District Infrastructure:
There have been no further developments during this quarter.

Comprehensive Plan Update:
On June 9, 2015, the Planning and Zoning Commission voted to recommend to City Council for approval an update to the 2009 Comprehensive Plan. The recommended update includes the Park Master Plan as a new appendix. A public hearing for the item was held at the August 3, 2015 City Council meeting and approved on September 21, 2015.

Capital Projects

Rebuild Bellaire Phase 4:
Construction has been completed. Project closeout was approved by Council on March 23, 2015.

Rebuild Bellaire Phase 5A:
Total Contracting Limited (TCL) is the contractor. The 500 block of College and the 5300 & 5400 blocks of Pocahontas are substantially complete and opened to traffic mid-November, 2015. The south lane of 5100 & 5200 blocks of Pocahontas opened in mid-October and construction is continuing on the north lane. The 5100 block of Evergreen will be substantially complete and opened to traffic by mid-December 2015. Fifth Street is scheduled to open the west lane to traffic and reconstruct the east by mid-December 2015. Construction is scheduled to begin on the 4700 – 4800 blocks of Bellview on November 16, 2015. Anticipated completion of the entire project is mid-2016.

Rebuild Bellaire Phase 5B:
Bid notices will be advertised November 17 & 24, 2015. Bids will be opened on December 17, 2015. Construction bid award will be taken to Council for consideration on January 25, 2016.

FY 2014 Pavement Management (Construction):
A construction contract was awarded on December 1, 2014 to AAA Asphalt Paving, Inc. for $2,177,190. Currently the contractor has completed the Newcastle Trail, Town Oaks, Acacia, Saxon, S. Rice Avenue, Mulberry, Locust and Tamarisk. Paving and sidewalk work is continuing. Currently, the contractor has completed approximately 55% of the work. The project is scheduled to be completed by January 2016.

FY 2015 Pavement Management (Construction):
A design engineering contract was awarded by Council on December 1, 2014 to ARKK Engineers, Inc. for $221,355. Project design is complete. The construction contract was awarded to AAA Asphalt Paving, Inc. by Council on November 2, 2015 for a not to exceed value of $1,090,115. A Neighborhood Meeting is scheduled for November 19, 2015. Construction will begin in the first quarter of calendar year 2016.

FY 2014 Street Marking Replacement:
Batterson, Inc. is the contractor. The contractor has completed striping on the main lanes of Elm, Chimney Rock (including the bike lane), Newcastle and S Rice. The remaining work includes the detail work on Newcastle and S Rice, and outside lane striping on Evergreen. The contractor was hired through an Interlocal Agreement with Harris County, and due to the volume of work from the County, COB has experienced scheduling complications and work that needed to be redone. The project is scheduled to be completed by the end of January 2016.

Wastewater Treatment Plant Fine Screen Building Replacement:
Replacement of fine screens must be completed before the building work can commence. Council approved acquisition of new fine screens on January 26, 2015. The fine screen work impacted the building construction schedule. The fine

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screen repair work is now completed. Revised specifications for the building are being developed with the building repairs beginning shortly thereafter. Construction is scheduled to be completed by the end of March 2016.

Citywide SCADA Systems Upgrade Phase 1:

The SCADA (Supervisory Control and Data Acquisition) system for the water treatment plants is intended to improve and increase communication and tracking capabilities between the various water and wastewater treatment plants. Phase 1 includes hardware and software improvements that create the backbone for the SCADA system. Phase 2 includes the buildout of the hardware systems in other locations that will enable the system to be fully integrated. Phase 3 will allow for realization of the system to its full capabilities based upon user experience during the first two phases and recommendations from the completed SCADA Master Plan. Phase 1 improvements included cellular communication equipment installation and software upgrades at the three water plants (Central, Feld Park and Renwick) and the three remote wastewater lift stations (Bellaire, Rice and Wendell). This cellular communication framework will improve reliability greatly over the previous telephone system. The City Engineer is soliciting quotes to complete Phase 1 work, which include software development and programming, and is scheduled to be completed by March 2016.

Wendell & Bellaire Lift Station Rehabilitation:

The Bellaire Lift Station was flooded and inoperable for several weeks due to the May 2015 flood event, and the FY 2015 funding has been reallocated to the flood damage repairs for items not covered by insurance. The total estimated cost for repairs for Bellaire Lift Station is approximately $215,000, which would be funded with insurance proceeds and $50,000 from the FY 2015 CIP Project. The most recent estimate for repairs presented to Council was $167,000 but repairs to the leak in the well wall, control panel for Pump #3 and Pump #1 itself increased costs to approximately $215,000. Texas Municipal League (insurance) is still evaluating the final portion of our claim. Wendell Lift Station repairs will be addressed under Phase 2 in the approved FY 2016 CIP.

Water Line Improvements Project:

A Absolute Plumbing has completed main water line installation on both 4500 & 4600 Blocks of Oakdale. The hydrostatic pressure test results were satisfactory, and the contractor is awaiting the results of the BAC test (bacterial presence). After they receive the results of the second test they will begin service installation.

It is anticipated that additional line replacements will be requested through a change order as the bid came in under budget.

Evergreen Park Master Plan:

Public input into the master plan is scheduled for the January 2016 Parks Board meeting.

Evelyn's Park Phase 1:

Project construction has been delayed for 3 months due to unsuitable subsurface soil conditions. Investigations and analysis has been completed, and a design solution has been determined, priced, and agreed upon by Evelyn's Park Conservancy and the City of Bellaire. A change order was approved by City Council on November 2, 2015 for this added work. While construction has been delayed, other components of the project, like light fixture selection, park rules, etc., have continued to progress. Construction is scheduled to be completed by August 2016.

Bellaire Town Square Municipal Facilities Design & Library Conceptual:

Ad Hoc Committee recommended Alternative Plan A to City Council which was accepted as the new overall site plan. There are ongoing Council discussions regarding the potential funding challenge and alternative phasing options. The Construction Manager at Risk contract was awarded to Horizon Christensen by Council on November 2, 2015. PGAL will be working with Construction Manager at Risk on the schematic design phase. PGAL is currently producing a revised detailed project schedule.

Park Improvement Projects:

On October 5, 2015 City Council approved the base construction contract for Holly Street Esplanade. Construction is starting in early November and is scheduled for completion by the end of the year.

Nature Discovery Center Improvements:

Ground breaking was held in September. Construction drawings have been completed and the City of Bellaire, in collaboration with the Nature Discovery Center, received bids on November 5, 2015. Once the contract is in place, construction is estimated to take 6 months to complete.

Library Foundation:

The Library Foundation project included installation of piers and foundation leveling as well as necessary repairs to the sanitary sewer line and interior finishes that were damaged. This project is now complete.

Regional Mobility Study:

The mobility study is complete and will be presented to City Council at the December 7, 2015 meeting.

Trends

Development Statistics

	FY 2014 October 1, 2013 – Sept 30, 2014		FY 2015 October 1, 2014 – Sept 30, 2015	
	QTY.	Value	QTY.	Value
New Home Construction	34	$ 23,671,713.39	27	$ 13,242,726.00
Home Remodeling	114	$ 1,739,588.25	94	$ 1,859,921.79
New Commercial Construction	1	$ 600,000.00	1	$ 6,200,000.00
Commercial Remodeling	17	$ 11,267,078.82	21	$ 4,012,667.82
Demolition	31		29	

Crime Statistics

	July		August		September	
	FY 2014	FY 2015	FY 2014	FY 2015	FY 2014	FY 2015
Homicide	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0
Robbery	5	3	1	0	0	3
Assault	2	3	9	2	1	4
Burglary Residence	7	5	5	5	9	7
Burglary Building	5	4	4	0	5	1
Theft	16	9	23	12	15	14
Motor Vehicle Theft	2	2	3	0	0	2

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Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1743)

Meeting: 11/16/15 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 1743

Item Title:

FY 2016 Management Projects and Capital Improvement Program for the City of Bellaire, Texas - Presented by Michelle Jordan, Project Manager.

Background/Summary:

As a part of the budget review process, the City Council was presented, on June 8, 2015 with the Management Projects and the Capital Improvement Plan (CIP) scheduled for FY 2016. We are providing a Project Scope, tentative timeline, project owners/managers and funding sources as part of this report.

Management Projects

Management projects were chosen to provide enhancements in services and to review and develop policies which will allow the City to become more efficient. Each project was assigned a Department Head as a team leader. These leaders have developed a team, scope, and tasks with timelines. Additionally, each project is tied to one or more council Priorities.

Each project has been developed to be completed in FY 2016, however tasks from these projects may lead to FY 2017 Management Projects.

FY 2016 Management Projects

- Manage Turnover and Recruit Public Safety Positions
- Enhance Public Safety Communication and Outreach
- Develop Keep Bellaire Beautiful Presence - Organizational Plan
- Improve Project Management and Reporting
- Ensure Smooth Transition from Construction through Management - Programming and Maintenance of Evelyn's Park
- Implement Block Inspections
- Improve Appearance and Management of Public Right-of-Ways
- Implement Market Adjustment to Maintain Competitiveness
- Implement Solid Waste Routing Efficiency Improvements - Eliminate General Fund Subsidy
- Amend Parks and Development Services Fees to More Equitably Distribute Cost Burden - React to Market Conditions
- Implement Fully Funded Vehicle - Equipment Replacement Fund Catchup
- Conduct Water and Wastewater Rate Analysis - Prepare for FY 2017 Implementation
- Network & Data Management

Capital Improvement Plan

The CIP for the City of Bellaire encompasses park, water/wastewater, facility, and road projects.

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Capital Projects

- FY 2016 Pavement Management Program
- Storm Water Drainage Plan
- Citywide SCADA Systems Upgrade Project Phase 2
- Wastewater Collection Line Replacement
- Rehabilitation of the Renwick Ground Storage Tank
- Wendell and Bellaire Lift Station Rehabilitation Program Phase 2
- Wastewater System Upgrades
- Playground and Shade Structures
- Public Works Facilities Assessment
- ROW Analysis, Integration, & Planning Project
- UV-T Infrastructure

Previous Council Action Summary:

At its September 15, 2015 meeting, the City Council passed Ordinance #15-056, approving the proposed FY 2016 Budget, which included funding for the FY 2016 CIP.

Fiscal Impact:

Recommendation:

Acceptance of Report

ATTACHMENTS:

- FY 2016 Management Projects (DOCX)
- FY 2016 Capital Projects (DOCX)

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FY 2016 Management Projects

MP 1601 – Manage Turnover, Effectively Recruit & Fill Public Safety Positions:
Work towards Premier Employer status through candidate identification, hiring and training processes and employee retention.

MP 1602 – Enhance Public Safety Communication & Outreach:
Facilitate communication and planning between public and/or non-profit entities, other Bellaire management teams, Council and residents with regard to projects and events that are happening within the City.

MP 1603 – Develop Keep Bellaire Beautiful Presence / Organizational Plan:
Continue working on contract management relationships to improve the level of service the City receives from vendors through coordination and constant communication. Develop a working relationship with the Citizens for A Beautiful Bellaire to coordinate and implement the council approved beautification improvement projects as identified by their organization.

MP 1604 – Improve Project Management & Reporting:
Improve project management through improved controls and reporting, improved relationships across the Departments, and clearly defined roles and responsibilities.

MP 1605 – Ensure Smooth Transition from Construction through Management / Programming and Maintenance of Evelyn's Park:
Work in partnership with Evelyn's Park Conservancy to progress through the construction of the park and on to operations and maintenance.

MP 1606 – Implement Block Inspections:
Become more proactive in the City's approach to public infrastructure maintenance and operation requirements.

MP 1607 – Improve Appearance and Management of Public Grounds & Rights-of-Ways:
Improve the appearance of City properties though management of contractual obligations of our vendors as well as enhancements such as holiday décor and banners.

MP 1608 – Implement Market Adjustment to Maintain Competitiveness:
In conjunction with MP 1601, attract and retain premier employees through competitive compensation packages.

MP 1609 – Implement Solid Waste Routing Efficiency Improvements / Eliminate the General Fund Subsidy:
Implement new rates, hire additional budgeted staff, and improve efficiency through amended routes and new holiday collection schedules.

MP 1610 – Amend Park & Development Services Fees to More Equitably Distribute Cost Burden / React to Market Conditions:
Adjust rates and fees to align with market conditions, and ensure sufficient notification of such changes to the citizens.

MP 1611 – Implement Fully Funded Vehicle / Equipment Replacement Fund Catchup:
Through definition of policy and responsibilities, implement a plan for timely vehicle replacements.

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MP 1612 – Conduct Water and Wastewater Rate Analysis / Prepare for FY 2017 Implementation:
Study the current rate structure to ensure coverage of current and future cost of services, and propose revisions as necessary.

MP 1613 – Network and Data Management:
Provide secure and effective information technology services and support.

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FY 2016

Management Project

Manage Turnover, Effectively Recruit & Fill Public Safety Positions

MP 1601

Team Leader: Yolanda Williams

Why Statement:

Some amount of turnover and position vacancies are to be expected. Vacancies, however, represent an unused resource, and place a burden on city service delivery. Our reputation as a safe city depends on our ability to retain employees, and our efficiency at attracting and hiring excellent candidates.

Scope:

Maintain and continue to build high standards and be recognized as a premier employer. Develop and implement strategies for keeping positions filled with excellent candidates. Reduce time to fill through full cycle recruiting. Full cycle recruiting has a lot of moving parts including branding, engagement, advertising and marketing, social media, sourcing, referrals, pre-application open houses/orientation, off-site recruiting, interviewing, assessments, selection, vetting, onboarding, and retention. Retention is a major part of the recruiting cycle process that is often neglected or not considered as part of the recruiting process at all. Retention completes/brings the recruiting cycle full circle and employee engagement is essential for retention. Some initial recruiting and retention plans that may be incorporated into our brand include the paramedic training which will improve service delivery and make us a more attractive employer, as well as the performance management software system which will automate the employee evaluation process including goals, developmental plans and allow for 360 feedback.

The HR Generalist will be instrumental in this on-going project as the added resource affords the HR Director the opportunity to be more hands-on and directly involved in the full cycle recruiting process. The HR Generalist will be available to handle the day-to-day activities, allowing the HR Director, with the assistance of the Fire Chief, Police Chief and others, to focus more on strategic recruitment planning and activities.

(See also MP 1608)

City Council Priority:

Resident/Commercial Safety Focus Area

Work Plan:	Completion Date:
• Re-evaluate competitors – our market	November 20, 2015
• Explore Base Pay & Incentive Philosophies	February 15, 2016
• Determine our Policy Position Relative to the Market	February 15, 2016
• Determine and focus on what we can realistically offer as a premier employer	February 15, 2016

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• Determine Timing of Implementation	February 15, 2016
• Develop Full-Cycle Recruiting Plan	April 15, 2016
• Performance Management Module Training	July 1, 2016
• HR Director — listen & learn department processes and work together with department heads to build upon existing strategies & implement improvements as required	Ongoing
• Internal Environmental Scan	Ongoing
• External Environmental Scan	Ongoing
• Continuous Branding	Ongoing
• Employees as Ambassadors – most important part of brand	Ongoing
• Explore engagement through special assignments, cross training, in-training designation (PW)	Ongoing
• Explore ways to expedite recruiting process	Ongoing
• Video productions, social media, departmental website enhancements	To Be Determined
• Implement Paramedic Training	To Be Determined

NOTE: Per City Council's direction to the City Manager during the October 19, 2015 Council Meeting, the above Work Plan was revised to expedite the process in order to provide feedback and recommendations regarding pay and incentives within 120 days or sooner if possible. The Team had already met on October 6, 2015 to discuss and develop the work plan, and then again on October 22, 2015 to determine action items and begin the process. A meeting was held on November 4, 2015 to pull together data from action items and proceed to the next steps.

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FY 2016

Management Project

Enhance Public Safety Communication & Outreach

MP 1602

Team Leader: Mary Cohrs

Why Statement:

The City Council has expressed the desire to be more connected with the Community. An engaged and connected community is a safer community. Citizens desire confidence that their concerns and ideas are heard and addressed.

Scope:

Facilitate communication and planning between public and/or non-profit entities, other Bellaire management teams, Council and residents with regard to projects and events that are happening within the City. This will ensure the sharing of information and coordination of events through programs such as the Citizen Survey and the Bellaire Leadership Class.

Citizen surveys were conducted every two years from 1980 – 1990 by an independent consultant. In addition, Council initiated a survey in 2002 which was also outsourced to an independent consultant. The team will use the format of these surveys as a blueprint for the FY 2016 survey initiative.

City Council Priority:

Resident/Commercial Safety Focus Area

Work Plan:	Completion Date:
• Review of Citizen Survey Techniques	November 2015
• Review and Finalize "A Guide to Bellaire"	December 2015
• Distribution of "A Guide to Bellaire"	January 2016
• Hold Open House at State of the City Event	February 1, 2016
• Approval of Citizen Survey Techniques	February 15, 2016
• Conduct Citizen Survey	March/April 2016
• Family Safety Day Event	April/May 2016
• Review of Leadership Class Outline and Schedule	Spring 2016
• Present Citizen Survey Results to Council	May 2016

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FY 2016

Management Project

Develop Keep Bellaire Beautiful Presence/ Organizational Plan

MP 1603

Team Leader: Cheryl Bright-West

Why Statement:

The lack of consensus on how to define beautification, and the lack of clarity on the scope of the City's responsibility, point to the need for an established approach to beautification project decision-making.

Scope:

Refine the definition of beautification as it relates to image improvement around the City an on City property. Continue working on contract management relationships to improve the level of service the City receives from vendors through coordination and constant communication. Develop a working relationship with the Citizens for A Beautiful Bellaire to coordinate and implement the council approved beautification improvement projects as identified by their organization.

City Council Priority:

Residential and Recreational Focus Area

Work Plan:	Completion Date:
• Promote the improved Resident Request Tracker program to the citizens	February 2016
• Work to improve the employees perception of being a stakeholder in the image and beautification efforts in Bellaire – Field Observation Program	March 2016
• Work together with the Citizens for A Beautiful Bellaire to accomplish short term goals this fiscal year	September 2016
• Continue to work on establishing important relationships with utility companies in Bellaire	Ongoing
• Review city contract administration as it relates to beautification efforts	Ongoing
• Continue to work horizontally with other City Teams (i.e. Communications Team, etc.)	Ongoing
• Be proactive, not reactive	Ongoing
• Tour city quarterly to look at potential beautification spots that need attention	Ongoing
• Identify beautification needs	Ongoing

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FY 2016

Management Project

Improve Project Management & Reporting

MP 1604

Team Leader: Michelle Jordan

Why Statement:

Capital Improvement Projects impact budgets over multiple fiscal years, touch all members of the community, and their success leaves lasting physical reminders. Effective project management involves purposeful planning, well thought out budgets, schedules that are aggressive but achievable, and projections to enable City leadership to respond accordingly. Regular communication and project tracking help to keep the project progressing as planned, or identify challenges as early as possible. Effective project management also includes thoughtful and regular communication to the project owners, stakeholders, the public, and to the City Council. Due to the complexity, visibility, and fiscal impacts of Capital Improvement Projects, successful management is crucial to the long term health of the City.

Scope:

Improvements and refinements to the City's Project Management and Reporting will occur over the next 12 months through several more defined focus areas.

1. **Implementation of systems, controls, and daily management strategies.** Track and manage budgets, spending projections, timelines, and consistency of project information. This includes clearly defining relationships and process ownership with the Project Owners (PW Director, PRF Director, etc.).
2. **Project reporting and information sharing to specific audiences.** Improved project reports for Project Owner, Stakeholders, City Administration, City Council, Public, etc. A review of the online and social media presence and potential enhancements will be reviewed and identified. Additionally, implementation of an improved communication strategy with residents directly affected by a project will occur.
3. **Project standards and efficiencies.** Review the existing project standards and identify redundancies or inefficiencies. Plan and achieve improvements to consistency and efficiency of project processes and documentation. Utilize all City and contracted resources according to individual strengths. Accurately project spending, schedules, and project personnel needs.
4. **Develop CIP.** Work with the CIP Team and Project Owners to identify potential CIP Projects. Evaluate the projects for impact and affordability, and create draft CIP for Board, Commission, and Council approvals.

Critical relationships and roles necessary to implement the Project Management Project include:

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Project Owner – The specific department that owns the project. Ex.) Public Works Director owns all street projects; Parks, Recreation & Facilities Director owns park improvement projects. Has final approval of budget, scope, involved in problem solving, receives regular communication on day-to-day management. Has final approval of completed project.

Project Manager – Works with budget and scope identified by Project Owner to deliver the project successfully. Provides reports and communicates to Project Owner, as well as City administration, Council, and the public. Manages consultants and contractors, and works to resolve issues and concerns expressed by the public in collaboration with the Project Owner.

Consultants and Contractors – Managed by Project Manager. Will have work reviewed at appropriate intervals by Project Owner prior to completion.

City Council Priority:

Public Infrastructure and Facilities Focus Area

Work Plan:	Completion Date:
• Collaborate and prepare 5 year CIP	February 2015
• Secure Parks Board CIP Recommendation	March 20105
• Secure Planning & Zoning CIP Recommendation	May 2015
• Council review of CIP	May 2015
• Review of Project Standards and Documentation	July 2016
• Implement reporting standards and controls	ongoing
• Provide informative and accurate quarterly reports	ongoing

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FY 2016

Management Project

Ensure Smooth Transition from Construction through Management/Programming and Maintenance of Evelyn's Park

MP 1605

Team Leader: Paul A. Hofmann

Why Statement:

Evelyn's Park has the chance to have a significant and positive impact on the community, in terms of visual appearance and recreational, cultural, and open space service delivery. The partnership with the Evelyn's Park Conservancy Board as described in the development and operating agreement will require attention as we transition from design to construction through park management.

Scope:

Ensure thorough communication through weekly project meetings, twice monthly EPCB meetings (City Manager liaison), and quarterly Board reports to the City Council. Assist the Board as necessary with staffing decisions, program development, and park rules.

City Council Priority:

Residential and Recreational Focus Area

Work Plan:	Completion Date:
• Review/Assist with Park programming and rules	June 2016
• Begin Park Maintenance	August 2016
• Construction weekly updates	Ongoing
• Bi-weekly Board meetings, City Manager as liaison	Ongoing
• Quarterly Reports from Board to Council	Ongoing

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Implement Block Inspections

MP 1606

Team Leader: Paul A. Hofmann

Why Statement:

Our maintenance of the city rights of way will be improved as a result of a pro-active approach to visual inspection of field conditions.

Scope:

Our proposed Street Block Inspections program is designed to assist the Public Works department in becoming more proactive in its approach to public infrastructure maintenance and operations. After the initial identification and locating of assets to be inspected, the normal routine will be to conduct inspections on all blocks within the City on a quarterly basis. The survey will be designed to proactively identify issues to be addressed via internally generated work orders. Maintenance items will be performed by City staff or given to a contractor for completion. Items beyond regular maintenance will be addressed via CIP or otherwise by a contractor. Public Works will utilize the City Engineer and coordinate with other departments as needed.

City Council Priority:

Residential and Recreational Focus Area

Work Plan:	Completion Date:
• Complete inventory structure necessary to gather assets at street surface level	November 2015
• Develop inspection criteria	January 2016
• Develop work order criteria	March 2016
• Begin field testing inspections and work orders	April 2016
• Complete data collection	May 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Improve Appearance and Management of Public Grounds & Rights-of-Ways

MP 1607

Team Leader: Paul A. Hofmann

Why Statement:

The appearance of the City rights-of-way and City properties is not up to the standard of a premier city.

Scope:

Management of contracts for mowing/litter abatement and landscaping maintenance to ensure contractors are meeting the contractual quality and frequency obligations. Work with Parks Board to identify locations for FY 2016 shade/playground structure implementation. Work with Cultural Arts Board to identify seasonal banners included in FY 2016 budget. Implement improved holiday decorations. Receive input from Citizens for A Beautiful Bellaire and direction from City Council regarding projects to be funded with the $300,000 beautification funding included in the FY 2016 budget.

City Council Priority:

Residential and Recreational Focus Area

Work Plan:	Completion Date:
• Develop an improved holiday decoration plan for this fiscal year and future with input from Beautification Team and feedback from citizens	February 2016
• Feedback from Cultural Art Board on seasonal street light banners	September 2016
• Feedback and input from Parks Advisory Board on shade/playground structures	January 2016
• Work together with the Citizens for A Beautiful Bellaire to accomplish Council approved short term goals this fiscal year	September 2016
• Complete monthly park inspections	Ongoing
• Complete monthly Right of Way inspections	Ongoing
• Continue to work horizontally with other City Teams (i.e. Beautification, CIP, etc.)	Ongoing

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Implement Market Adjustment to Maintain Competitiveness

MP 1608

Team Leader: Yolanda Williams

Why Statement:

It is important to not let pay become a negative influence on our ability to attract and retain excellent employees.

Scope:

In order to attract and retain premier employees, thoughtfulness and consistency in our approach to maintaining market competiveness is critical. As such, we have recommended and Council approved a 1.5% market adjustment, which will be applied to the pay plan and effective the first pay period in FY 2016. During FY 2016, additional market studies will be performed and analyzed to prepare for FY 2017 recommendations. This Management Project will have some overlapping components with the MP 1601-Manage Turnover, Effectively Recruit & Fill Public Safety Positions.

(See also MP 1601)

City Council Priority:

Budget and Finance Focus Area

Work Plan:	Completion Date:
• Implement 1.5% market adjustment approved by City Council on September 21, 2015	October 9, 2015
• Re-evaluate competitors – our market	November 20, 2015
• Perform Market Salary Study	February 15, 2016
• Explore Pay & Incentive Philosophies	February 15, 2016
• Determine our Policy Position Relative to the Market	February 15, 2016
• Determine and focus on what we can realistically offer as a premier employer	February 15, 2016
• Determine Timing of Implementation	February 15, 2016

NOTE: Per City Council's direction to the City Manager during the October 19, 2015 Council Meeting, the above Work Plan was revised to expedite the process in order to provide feedback and recommendations regarding pay and incentives within 120 days or sooner if possible. The Team had already met on October 6, 2015 to discuss and develop the work plan, and then again on October 22, 2015 to determine action items and begin the process. A meeting was held on November 4, 2015 to pull together data from action items and proceed to the next steps.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Implement Solid Waste Routing Efficiency Improvements/Eliminate the General Fund Subsidy

MP 1609

Team Leader: Paul A. Hofmann

Why Statement:

Solid Waste management is a very important element of citizen satisfaction and public health and safety. Reliability of service requires adequate staffing and funding.

Scope:

New rates are in effect for FY 2016, providing funding for two new full time permanent positions. New routes and schedules were implemented on October 5, 2015. The objectives were to improve the reliability of curbside recycling and minimize service interruptions associated with holidays. The FY 2016 budget included a voucher program from household hazardous waste.

City Council Priority:

Budget and Finance Focus Area

Work Plan:	Completion Date:
• Voucher program cooperative agreement	February 2016
• Evaluate options for higher volume recycling containers (with Environmental & Sustainability Board)	February 2016
• Communicate and implement voucher program	March 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Amend Parks & Development Services Fees to More Equitably Distribute Cost Burden/React to Market Conditions

MP 1610

Team Leader: Linda Symank

Why Statement:

The City's comprehensive financial management policies prescribe a thoughtful approach to fee development, ensuring a proper relationship between fees imposed and services provided.

Scope:

Implement fee increases for FY 2016.

City Council Priorities:

Budget and Finance Focus Area

Work Plan:	Completion Date:
• Identity timing and process for implementing approved fee increases	September 16, 2015
• Development Services Fee Increases 1. Will provide email notification and post notices on doors. 2. Building fee increase requires 60 day notice, becomes effective December 1, 2015. 3. Other fees will be effective October 1, 2015.	December 1, 2015
• Parks & Recreation Fee Increases 1. All fees increases effective Jan 1, 2016. 2. Brochures already printed for 1st quarter with current fees. 3. Fees will be changed in the Class system by PRFD staff. 4. Leisure Activity Guide published 1st week of December, web site notice, and pool signage to notify of fee increases.	January 1, 2016
• Discuss fee review for FY 2017 Budget process	June 6, 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Implement Fully Funded Vehicle/Equipment Replacement Fund Catchup

MP 1611

Team Leader: Linda Symank

Why Statement:

The City's long term fiscal condition is enhanced by not falling behind on vehicle replacements.

Scope:

The process will be developed based on draft policy with responsibility for maintaining data and ownership of policy being defined. Departmental responsibilities will be defined. Develop a timeline for annual budget process identifying annual members of committee, and roles and responsibilities of committee. Identify procedures to ensure all purchases approved for replacement are made timely and according to purchasing requirements to ensure efficient uses of City resources.

City Council Priority:

Budget and Finance Focus Area

Work Plan:	Completion Date:
• Review draft policy and identify process	November 2015
• Assign responsibility by departments	November 2015
• Develop timeline for budget process	November 2015
• Identify budget committee members by department representative	December 2015
• Establish role of annual budget committee	December 2015
• Implement process for FY 2017 Budget	January 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Conduct Water and Wastewater Rate Analysis/Prepare for FY 2017 Implementation

MP 1612

Team Leader: Linda Symank

Why Statement:

The rate structure needs to cover current and future cost of service, including future capital improvements.

Scope:

Review and consider methods for utility rate study.

City Council Priority:

Budget and Finance Focus Area

Work Plan:	Completion Date:
• Review and consider methods for utility rate study: Determined that Public Utility Commission will provide a rate study at no cost to the City.	October 2015
• Meet with Public Utility Commission to understand scope and requirements	November 2015
• Rate study takes 30 to 60 days	February 2016
• Review rate study results with staff	March 2016
• Incorporate into FY 2017 Budget Process for Council consideration	September 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016

Management Project

Network & Data Management MP 1613

Team Leader: Larry Parks

Why Statement:

The primary mission of Information Technology (IT) is to provide secure infrastructure; excellent management oversight; and support in the delivery of information technology products and services to all City end users in an efficient and qualified manner.

Scope:

The Network and Data Management Team will serve as a core working group to assist the IT Director in planning key IT initiatives; outline Departmental needs and serve as an advisory body in determining data policy and practices for the City.

City Council Priority:

Public Infrastructure and Facilities Focus Area

Work Plan:

Work Plan:	Completion Date:
• Remote access to network resources – Directors and select Community Services/Public Works field staff	December 2015
• Presentation to Council on off-premise telephone services	December 7, 2015
• Consideration by Council of off-premise telephone services	January 25, 2016
• Wireless network for all City Buildings and three City Parks	February 2016
• Develop standardized staff training materials	April 2016
• Conduct a network security audit	May 2016
• Customer Relations Management planning	September 2016

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY 2016 Capital Improvement Projects

Capital Projects

CP 1601 – FY 2016 Pavement Management Program:
The FY 2016 Project will repair selected streets in the City of Bellaire in order to bring them up to an acceptable level of service and improve selected sidewalks.

CP 1605 – Storm Water Drainage Plan:
This plan will study the known data regarding flooding within the City, as well as the data and plans of other agencies (Harris County Flood Control District, TxDOT, etc.) in order to identify potential improvements and funding sources.

CP 1606 – Citywide SCADA Systems Upgrade Project Phase 2:
This phase will address Supervisory Control and Data Acquisition (SCADA) connections to the three City water plants (Central, Feld Park and Renwick), the three remote lift stations (Bellaire, Rice and Wendell), and the City wastewater treatment plant.

CP 1607 – Wastewater Collection Line Replacement:
Includes approximately 4,500 linear feet of wastewater line replacement spread over a five year period, beginning in FY 2016 with a design project.

CP 1608 – Rehabilitation of the Renwick Ground Storage Tank:
This project involves the blasting and recoating of the 1,000,000 gallon water storage tank on Renwick Drive.

CP 1609 – Wendell and Bellaire Lift Station Rehabilitation Program Phase 2:
After flood damage and funding reallocation during FY 2015, the FY 2016 project will include the rehabilitation of the Wendell Lift Station's wet well basin.

CP 1610 – Wastewater System Upgrades:
This project includes a variety of upgrades to the City's Wastewater system including a sludge pump, motor control center, aeration blower, generator improvements, and other components.

CP 1602 – Playground and Shade Structures:
This funding allows for playground or shade structure replacement needs.

CP 1603 – Public Works Facilities Assessment:
This will provide an assessment of the Public Works facility and address both short term challenges (current damage due to the May 2015 flood event) as well as long term space planning and life cycle conditions.

CP 1604 – ROW Analysis, Integration, & Planning Project:
This study is designed to identify the location and use of all City of Bellaire Rights of Way (ROW) and what options may be available for those ROW parcels which do not presently include official public uses or are otherwise available for repurposing.

CP 1611 – UV-T Infrastructure:
Replacement and improvement to streets and drainage systems including Anderson and Lehigh Streets. Funding to be provided by other agencies.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Pavement Management Program

CP 1601

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$830,618	$1,200,000
Funding Source	General Fund Current Revenue/METRO	
Council Approval Date	Design: November 2, 2015	

PROJECT SCOPE:

The City of Bellaire's Pavement Management Program is geared toward improving the overall quality of the roadway systems by repairing pavement failures and distresses. The City's goal is to bring the streets up to an acceptable level of service and keep them there through an aggressive and comprehensive maintenance program. This project is designed to address existing sidewalks as well as fill in gaps.

The streets for the Fiscal Year 2016 Project have been proposed based on overall condition noted during the Street Condition Assessment of all the streets maintained by the City of Bellaire.

Street Repair List:

4600 Block of Birch
5100 Block of Braeburn Drive
500 Block of Cascade
6300-7000 Blocks of First Street
5200-5300 Blocks of Grand Lake
4500 Block of Holt
900 Block of Lennette Court
5100 Block of Linden
4900-5000 Blocks of Maple
100-400 Blocks of Mulberry Lane
5100 Block of Valerie

Sidewalk Repair List:

5100 Block of Locust
4600 Block of Holly
4400 Block of Ione
5100-5200 Blocks of Palmetto
5200 Block of Woodlawn Place

Schedule	Start Date:	Completion Date:	Status:
• Preliminary Design	11/2015	1/2016	In Progress
• Design	2/2016	7/2016	
• Construction	8/2016	7/2017	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Storm Water Drainage Plan

CP 1605

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$45,000	
Funding Source	General Fund Current Revenue	
Council Approval Date	N/A	

PROJECT SCOPE:

The purpose of this project is to reduce the impact of the 100-year flood plain. Engineering study will use existing models developed of the City of Bellaire's main north/south drainage arterials in concert with state of the art 2-dimensional models along with data obtained in the field immediately after the May 25 – 26, 2015 storm to identify and evaluate ponding and overland flow problem areas. Capital Improvement Projects to improve drainage and reduce flooding occurrence based on different rainfall amounts and durations will be determined on a conceptual level with associated costs. A matrix of the potential flooding events with respect to intensity of rain and the improvements required to provide the desired level of service will be developed. This matrix should aid the City in pursuing potential funding partners from outside agencies to include FEMA, Texas Water Development Board, the Harris County Flood Control District and TxDOT. In addition, the City's Flood Hazard Mitigation Plan will be updated with this effort.

Schedule	Start Date:	Completion Date:	Status:
• Study	10/2015	7/2016	In progress
• Present to Council	7/2016	07/2016	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Citywide SCADA Systems Upgrade Project Phase 2

CP 1606

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$150,000	
Funding Source	Enterprise Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

With the completion of Phase I, the City will have completed a Needs Assessment, some minor upgrades and repairs, and a Supervisory Control and Data Acquisition (SCADA) Control System Master Plan. This Master Plan will outline the next phases of the SCADA System Upgrades Project. Phase II is scheduled to begin in FY 2016 and end in FY 2017. This phase will address SCADA connections to the three remote lift stations (Bellaire, Rice and Wendell) and the City wastewater treatment plant. It will allow for the monitoring and control of all the main components at the three water plants (Central, Feld Park and Renwick and the three lift stations. Phase III is tentatively scheduled for FY 2020 and will see further upgrades to the City's SCADA System such as connectivity to other City infrastructure and performing equipment upgrades.

Schedule	Start Date:	Completion Date:	Status:
• Design	5/2016	7/2016	
• Construction	8/2016	9/2016	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Wastewater Collection Line Replacement

CP 1607

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$20,000	
Funding Source	Enterprise Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

Includes approximately 4,500 linear feet of wastewater line replacement spread over a five year period. This effort is currently proposed to occur over the next five years in four equally distributed projects. The planned approach will be to design a project in one year and construct it the next. The annual projects will be developed using a prioritization derived from the most recent condition assessment as well as operational issues that become apparent.

Schedule	Start Date:	Completion Date:	Status:
• Preliminary Design	10/2015	10/2015	Complete
• Design	11/2015	1/2016	In Progress

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Rehabilitation of the Renwick Ground Storage Tank

CP 1608

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$55,000	
Funding Source	Enterprise Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

This project involves the blasting and recoating of the 1,000,000 gallon water storage tank on Renwick. A recent inspection indicated that this tank is in need of this rehabilitation work in order to preserve the functionality of the tank. Design and preliminary work will take place in the first year (FY 2016) followed by implementation the next (FY 2017).

Schedule	Start Date:	Completion Date:	Status:
• Design	1/2016	4/2016	
• Construction	FY 2017	FY 2017	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Wendell and Bellaire Lift Station Rehabilitation Program Phase 2

CP 1609

Project Manager	ARKK Engineers	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$55,000	
Funding Source	Enterprise Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

The Wendell and Bellaire Lift Stations have been evaluated and inspected for possible rehabilitation efforts. Funding for Phase I (FY 2015) was reallocated to the flood damage repairs for items not covered by insurance. Phase II in FY 2016 involves the rehabilitation of the Wendell Lift Station's wet well basin. Phase III in FY 2020 involves the rehabilitation of the Bellaire Lift Station's wet well.

Schedule	Start Date:	Completion Date:	Status:
• Design	1/2016	3/2016	
• Construction	4/2016	6/2016	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Wastewater System Upgrades

CP 1610

Project Manager	ARKK Engineers/Brant Gary, Director of Public Works	
Project Owner	Brant Gary, Director of Public Works	
Appropriation	$250,000	
Funding Source	Enterprise Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

This project includes a variety of repairs and upgrades needed for the City's Wastewater System that have been identified by staff. The following items are included in the project budget: Replace Motor Control Center (MCC) in Belt Press Room at the Waste Water Treatment Plant (WWTP), Replace Return Activated Sludge Pump at WWTP, Replace Aeration Blower at the WWTP, Bellaire & Rice Lift Station Mobile Generator Improvements, Infiltration & Inflow Wastewater System Assessment, Sludge Handling, Assessment & Improvements and Professional Services/Project Contingency.

Schedule	Start Date:	Completion Date:	Status:
• Design	10/1/2015	9/30/2016	Ongoing
• Construction	10/1/2015	9/30/2016	Ongoing

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Public Works Facilities Assessment

CP 1602

Project Manager	PGAL	
Project Owner	Karl Miller, Director of Parks, Recreation and Facilities	
Appropriation	$25,000	
Funding Source	General Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

Update assessment of the Public Works and Waste Water buildings. The assessment will include mechanical equipment, roof condition, interior and exterior walls, program space, accessibility, current and future needs and storage. The assessment will also address a potential water barrier system for the two facilities. The last assessment took place in 2007 and due to the age and condition of both buildings, a new assessment is requested.

Schedule	Start Date:	Completion Date:	Status:
• Preliminary Assessment	10/2015	11/2015	In Progress
• Present Assessment to City Council for consideration	12/2015	12/2015	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

Playgrounds and Shade Structures

CP 1603

Project Manager	Buster Adams, Parks Superintendent	
Project Owner	Karl Miller, Director of Parks, Recreation and Facilities	
Appropriation	$70,000	
Funding Source	General Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

Provide annual funding to address playground replacement needs and/or the installation of either new or replacement shade structures. The site selection and preliminary design phase will require meetings with the Parks Board and possible on-site visits with Board members. Once the final design decisions are made and a vendor is selected it will take approximately 8 to 10 weeks for delivery. Installation will take 20 to 30 days.

Schedule	Start Date:	Completion Date:	Status:
• Preliminary Design	11/2015	12/2015	In Progress
• Design	12/2015	3/2016	
• Construction	6/2016	7/2016	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

ROW Analysis, Integration & Planning Project

CP 1604

Project Manager	TBD	
Project Owner	John McDonald, Director of Development Services	
Appropriation	$50,000	
Funding Source	General Fund Current Revenue	
Council Approval Date		

PROJECT SCOPE:

This study is designed to identify the location and use of all City of Bellaire Rights of Way (ROW) and what options may be available for those ROW parcels which do not presently include official public uses or are otherwise available for repurposing. Focus will be on the commercial areas.

Additionally, once identified, ROW parcels will be reviewed for possible inclusion in alternative transportation routes that may best connect Bellaire within a regional network.

This study will provide an inventory of ROW as well necessary maps to highlight identified areas. Information provided by the study will assist with policy discussions on the following:

- ROW Management Policy to include commercial revitalization,
- Identification of Parks Trails and Pedestrian/Bicycle destinations and routes; and
- Evaluation of City property functionality.

Schedule	Start Date:	Completion Date:	Status:
• Study	12/2015	6/2016	
• Present to City Council	7/2016	07/2016	

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

FY2016

Capital Project

UV-T Infrastructure

CP 1611

Project Manager		
Project Owner	John McDonald, Director of Development Services	
Appropriation	$5,000,000	
Funding Source	Others	
Council Approval Date		

PROJECT SCOPE:
Replacement and improvement streets & drainage to include Anderson and Lehigh Streets. These improvements are key to the commercial revitalization of the UVT District.

Schedule	Start Date:	Completion Date:	Status:
• Preliminary Design	TBD		Project start is dependent on funding.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

ARKK ENGINEERS

December 3, 2015

Mr. Brant Gary
Director of Public Works
City of Bellaire
4337 Edith Street
Bellaire, Texas 77401

Re: **2015 Water Line Replacement Project**
Proposal For Additional Engineering Services
City of Bellaire, Texas
ARKK Job No. 15-011

Dear Mr. Gary:

Recently during a planned offset connection for Rebuild Phase 5 the City experience several waterline failures on and around Grand Lake. The City of Bellaire & ARKK Engineers, LLC worked together determined that now was a good time to replace a section of Grand Lake. The additional work includes connecting to the offset that was performed as part of Rebuild Phase 5 and abandoning the old 6-inch water line along the South side of Grand Lake. This additional work includes the water line(s) listed below:

Water Line Repair List

The street blocks designated for water line repair are as follows:

- 5100 Block of Grand Lake – Replace the old 6-inch water line with 750-feet of new 8-inch water line.

ARKK Engineers, LLC negotiated with the contractor for the project, A Absolute Plumbing, Inc. and they agreed to complete the additional work utilizing current unit prices for bid items.

Fee for Services

Original FY2015 Water Line Budget Amount:	***$645,000.00***
Engineering Services:	$49,450.00
Material Testing:	$2,500.00
Project Award Amount:	382,960.00
Underrun:	***$(210,090.00)***
**Additional Engineering Services:	$5,500.00
5100 Grand Lake Water Line Cost:	$78,700.80
TOTAL BUDGET IMPACT:	$84,200.80
TOTAL REMAINING BUDGET:	**$125,889.20**

**This includes field work to collect data, design, construction administration and site inspection services for the additional work.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

ARKK Engineers, LLC appreciates the opportunity to submit this proposal for additional services and to continue working for the City of Bellaire.

Sincerely,
ARKK ENGINEERS, LLC

Bobby Vasek
Designer

Cc: Todd Gross – City of Bellaire
James Andrews – ARKK Engineers, LLC

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

CITY OF BELLAIRE **CHANGE ORDER**

CHANGE ORDER NO. 1

PROJECT: 2015 Water Line Replacement Project
PURCHASE ORDER NO. _____ PROJECT NO.: 15-011
TO: A Absolute Plumbing, Inc.
Contractor and 16495 S. Hwy 288B
Address for Written Notice Angleton, Texas 77515

ATTACHEMENTS: N/A

1.01 DESCRIPTION OF CHANGES

	DESCRIPTION	CONTRACT CHANGE AMOUNT	TIME
ITEM NO. 1 Scope:	Installation of 8" water line on the 5100 Block of Grand Lake between 5th Street and South Rice.	$78,700.80	30

Item Description	*Unit*	*Plan*	*Unit Price*	*Cost*
6" PVC C-900, Class 150 Waterline by augered construction, all depths, Complete in Place, the Sum of:	LF	10	$60.00	$600.00
8" PVC C-900, Class 150 Waterline by augered construction, all depths, Complete in Place, the Sum of:	LF	750	$70.00	$52,500.00
8" Resilient seated gate valve with box, complete in place the sum of:	EA	1	$1,200.00	$1,200.00
Fire hydrant assembly installed on new water main, including gate valve and lead pipe, complete in place, the sum of:	EA	1	$4,500.00	$4,500.00
Abandon Valves and Remove and Dispose of Valve Box, complete in place, the sum of:	EA	2	$200.00	$400.00
Install short side service, complete in place, the sum of:	EA	12	$700.00	$8,400.00
Install long side service, complete in place, the sum of:	EA	10	$900.00	$9,000.00
6" wet connection, including coupling and appurtenances, complete in place, the sum of:	EA	1	$1,000.00	$1,000.00
8" wet connection, including coupling and appurtenances, complete in place, the sum of:	EA	1	$1,100.00	$1,100.00
Trench Safety System for all water mains, greater than 5-feet deep, complete in place, the sum of:	LF	80	$0.01	$0.80

ITEM No. 1 Justification: Recently during a planned offset connection for Rebuild Phase 5 the City experience several waterline failures on and around Grand Lake. It was determined that now was a good time to replace a section of Grand Lake to minimize these failures in the future.

TOTALS	**$78,700.80**	**30**

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

CITY OF BELLAIRE **CHANGE ORDER**

PROJECT SUMMARY

1.02	CONTRACT PRICE SUMMARY	DOLLAR AMOUNT	PERCENT
A.	Original Contract Price	$ 382,960.00	100.00%
B.	Previous Change Orders	$0.00	0.00%
C.	This Change Order	$ 78,700.80	20.55%
D.	Final Contract Price	$461,660.80	120.55%

1.03	CONTRACT TIME SUMMARY	DURATION		COMPLETION DATE
A.	Original Contract Time	120	DAYS	September 14, 2015
B.	Previous Change Orders	0	DAYS	January 11, 2016
C.	This Change Order	30	DAYS	January 11, 2016
D.	Contract Time	150	DAYS	February 10, 2016

1.04 ACCEPTANCE BY CONTRACTOR

Contractor agrees to perform change(s) included in this Change Order for the price and time indicated. The prices for changes include all costs associated with this Change Order.

Contractor Signature and Title Date

1.05 ACCEPTANCE BY THE CITY OF BELLAIRE

City Engineer Date

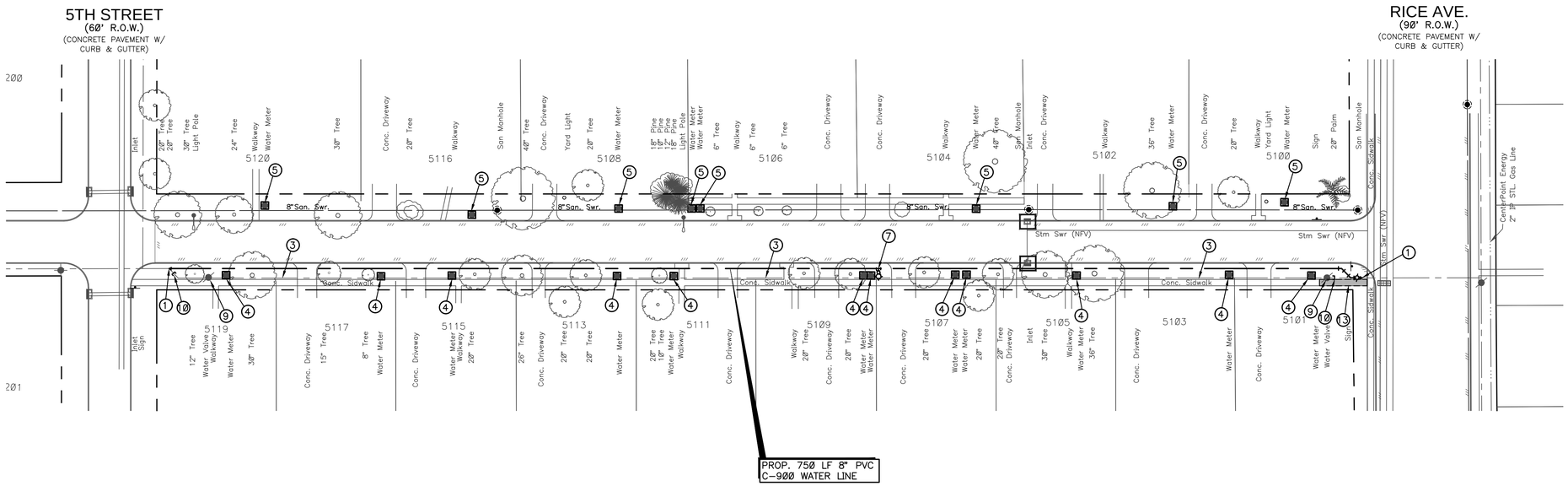
City of Bellaire Date

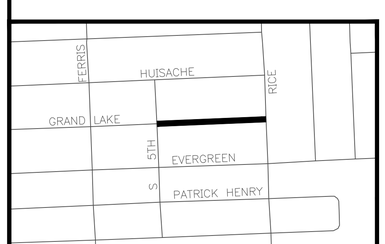
END OF DOCUMENT

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

LEGEND

- PROPOSED FIRE HYDRANT
- PROPOSED GATE VAVLE
- PROPOSED TAPPING SLEEVE & VALVE
- PROPOSED WATER LINE CONNECTION
- PROPOSED METER & BOX
- PROPOSED REDUCER
- PROPOSED PLUG
- PAVEMENT REMOVAL AND REPLACEMENT LIMITS
- (1) CONNECT PROPOSED WATER LINE TO EXISTING WITH WET CONNECTION OR TAPPING SLEEVE AND VALVE AS SHOWN ON PLAN.
- (2) PLACE MINIMUM 10' JOINT OF PIPE BEYOND TEE OR VALVE PRIOR TO INSTALLING PLUG W/ TAP OR REDUCER FOR CONNECTION TO EXISTING WATER LINE.
- (3) ABANDON EXISTING WATER LINE.
- (4) PROP. SHORT SIDE WATER SERVICE REPLACEMENT.
- (5) PROP. LONG SIDE WATER SERVICE REPLACEMENT.
- (6) GENERAL UTILITY CROSSING (SEE CLEARANCE DETAIL SHEET 14 AND NOTES SHEET 2) (VERIFY CLEARANCES WITH EXIST. SAN SWR)
- (7) PROPOSED FIRE HYDRANT ASSEMBLY.
- (8) REMOVE AND SALVAGE EXISTING F.H. ASSEMBLY AND VALVE.
- (9) ABANDON VALVE AND REMOVE AND DISPOSE OF VALVE BOX.
- (10) CUT & PLUG
- (11) PROP. REMOVE AND REPLACE WITH ASPHALT PAVEMENT.
- (12) PROP. REMOVE AND REPLACE WITH CONCRETE PAVEMENT.
- (13) PROP. REMOVE AND REPLACE SIDEWALK
- INLET PROTECTION BARRIER





NOTES:

1. CONTRACTOR SHALL BE AWARE THAT WATER LINE CONSTRUCTION ACROSS ALL ROADWAYS, DRIVEWAYS, AND TREES (REGARDLESS OF WHETHER SHOWN ON PLAN DRAWINGS) AND ANY OTHER SPECIAL AREAS IDENTIFIED IN THE FIELD SHALL BE ACCOMPLISHED BY AUGER CONSTRUCTION. (SEE CONSTRUCTION NOTES, SHEET 2). OPEN CUT CONSTRUCTION MAY BE PERFORMED IN LOCATIONS IDENTIFIED AS AUGER IF APPROVED BY THE CITY AT NO ADDITIONAL COST TO THE PROJECT (INCLUDES SURFACE RESTORATION, PAVEMENT, DRIVEWAY, SIDWALK, BEDDING AND BACKFILL) .
2. ALL WATER MAINS AND SERVICES LINES SHALL BE TESTED AND DISINFECTED AS PER THE SPECIFICATIONS. SERVICES ACROSS PAVED AREAS SHALL BE ACCOMPLISHED BY AUGER.
3. THE LOCATIONS OF PROPOSED FIRE HYDRANTS AND VALVES SHOWN ON THE PLANS ARE APPROXIMATE AND SHALL BE VERIFIED PRIOR TO INSTALLATION. THE CONTRACTOR SHALL OBTAIN WRITTEN CONCURRENCE FROM THE FIELD REPRESENTATIVE PRIOR TO INSTALLATION OF FIRE HYDRANTS AND VALVES.
4. THE CONTRACTOR SHALL BE AWARE THAT PIPELINES AND OTHER UTILITIES MAY BE LOCATED IN THE PROJECT AREA. THE CONTRACTOR SHALL CONTACT AND COORDINATE THE CONSTRUCTION WORK WITH THE PIPELINE COMPANY PRIOR TO COMMENCING CONSTRUCTION.
5. ALL EXCAVATIONS 5-FEET DEEP OR GREATER REQUIRE A TRENCH SAFETY SYSTEM. PROTECTIVE SYSTEMS FOR TRENCHES SUCH AS SLOPING, SHORING, SHIELDING, ETC. AS APPROVED BY OSHA SHALL BE USED. SEE SPECIFICATION SECTION 01526.
6. ALL WATER METERS & BOXES SHALL BE REMOVED AND REPLACED AS NEEDED UPON APPROVAL FROM CITY. THE CONTRACTOR MUST NOTIFY THE CITY PRIOR TO REMOVAL OF ANY EXISTING WATER METERS. CITY WILL PROVIDE WATER METERS FOR THE PROJECT.

CAUTION:
PIPELINES AND UTILITIES IN THE AREA, (SEE GENERAL NOTES SHEET 2)

THESE DRAWINGS DO NOT REPRESENT THE ACTUAL LOCATION, DEPTH, SIZE AND EXISTENCE OF EXISTING UTILITIES AND PHYSICAL FEATURES IN THIS AREA. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS AND FIELD LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION.

MK.	DESCRIPTION	DATE	DWN.	CHK.

This document is released for the purpose of review under the authority of James B. Andrews, P.E. 56062 on 11/20/2015. It is not to be used for construction purposes.

ARKK ENGINEERS
7322 Southwest Freeway, Suite 1040 • Houston, Texas 77074
(713) 400-2755 • www.arkkengineers.com • TX PE Firm No. 13872

City of Bellaire, Texas

Water Line Improvements

5100 Grand Lakes St.

Job No.: 15-011	Scale: FULL: 1"=40' HALF: N/A	SHEET 6A OF 11
Date: June, 2015		
Dwn By: D Fattig		
Chkd By: J Andrews		

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 15-_____

AN ORDINANCE AUTHORIZING THE CITY MANAGER OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE *CHANGE ORDER (NO. 1)* WITH A ABSOLUTE PLUMBING, INC., IN A FORM AS ATTACHED HERETO AND MARKED "EXHIBIT A," TO A CONTRACT FOR THE 2015 WATER LINE REPLACEMENT PROJECT IN AN AMOUNT OF $78,700.80.

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

THAT the City Manager of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, *Change Order (No. 1)* with A Absolute Plumbing, Inc., in a form as attached hereto and marked **"Exhibit A,"** to a contract for the 2015 Water Line Replacement Project in an amount of $78,700.80.

PASSED and **APPROVED** this 21st day of December, 2015.

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

ATTEST:

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

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

APPROVED AS TO FORM:

_____
Alan P. Petrov, City Attorney
City of Bellaire, Texas

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

JANUARY 4, 2016

Civic Center and Council Chamber **Council Installation** **7:00 PM**

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

The Regular Session consisted of two meetings--a City Council Installation and a Regular Meeting. The City Council Installation was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401, and the Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

I. City Council Installation (Civic Center)

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

Members of City Council, January 2014 - January 2016: Dr. Philip L. Nauert, Mayor; Amanda B. Nathan, Mayor Pro Tem and Councilman-Position No. 6; Roman F. Reed, Councilman-Position No. 1; James P. Avioli, Sr., Councilman-Position No. 2; Gus E. Pappas, Councilman-Position No. 3; Pat B. McLaughlan, Councilman-Position No. 4; Andrew S. Friedberg, Councilman-Position No. 5 (January 2014 - November 2015); and Michael Fife, Councilman-Position No. 5 (November 2015 - January 2016).

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:04 p.m. on Monday, January 4, 2016.

Mayor Nauert announced that a quorum of the members of City Council was present as set forth in the table below.

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

B. Invocation - Rabbi Oren J. Hayon, Bellaire resident and Senior Rabbi, Congregation Emanu El.

Senior Rabbi Oren J. Hayon of Congregation Emanu El provided the invocation for the evening.

C. Presentation of Colors - Bellaire Police Department Honor Guard.

The **Bellaire Police Department Honor Guard** presented the colors during the City Council Installation.

D. Pledges to the Flags - Bellaire BSA Troop 222.

Members of the **Bellaire Boy Scouts of America ("BSA") Troop 222** led the City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

E. Musical Welcome - Faith Lutheran Day School Children's Choir.

Members of the **Faith Lutheran Day School Children's Choir** provided a musical welcome in honor of the current and new City Council and audience.

F. Installation:

Presented to newly elected members of City Council: Andrew S. Friedberg, Mayor; Trisha S. Pollard, Councilman—Position No. 2; Pat B. McLaughlan, Councilman—Position No. 4; and David R. Montague, Councilman—Position No. 6.

1. **Statement of Elected Officer - Municipal Court Associate Judge Jerel Twyman.**

   Associate Judge Jerel S. Twyman, Bellaire Municipal Court, presented the Statement of Elected Officer to newly elected members of City Council.

2. **Oath of Office - Municipal Court Presiding Judge Lisa A. Wesely.**

   Presiding Judge Lisa A. Wesely, Bellaire Municipal Court, presented the Oath of Office to newly elected members of City Council.

G. Welcome Address and Introduction of City Council and Families - Andrew S. Friedberg, Mayor.

Members of City Council, January 2016 - January 2018: Andrew S. Friedberg, Mayor; Roman F. Reed, Councilman-Position No. 1; Trisha S. Pollard, Councilman-Position No. 2, Gus E. Pappas, Councilman-Position No. 3; Pat B. McLaughlan, Councilman-Position No. 4; Michael Fife, Councilman-Position No. 5; and David R. Montague, Councilman-Position No. 6.

Andrew S. Friedberg, Mayor, welcomed citizens, friends, and families to the City Council Installation and recognized and thanked former members of City Council for their service, as well as the officials and organizations that served or assisted with the Council Installation.

Mayor Friedberg described the beginning of a new Council term as an opportunity for a fresh start, and discussed his goal of improving citizen and stakeholder engagement. He announced that a Town Hall Meeting regarding municipal facilities would be held on February 1st and invited everyone to attend. He closed by recognizing members of his family who were present and thanked them for their support.

Newly elected members of City Council were congratulated and welcomed to City Council. Each member of City Council was given an opportunity to welcome family and friends who were present for the City Council Installation.

H. Adjourn to Reception Area for Refreshments - Reception sponsored by the Bellaire Business Association.

Andrew S. Friedberg, Mayor, recognized and thanked the Bellaire Business Association for their sponsorship of the reception to follow the installation ceremony. Mayor Friedberg announced that the City Council was adjourned to the Reception Area for refreshments and invited everyone to join in the celebration.

II. Regular Meeting (Council Chamber)

A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 8:01 p.m. on Monday, January 4, 2016. The Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Friedberg announced that a quorum of the members of City Council was present as set forth in the table below.

ATTENDEE NAME	TITLE	STATUS
Andrew S. Friedberg	Mayor	Present
Roman F. Reed	Council Member	Present
Trisha S. Pollard	Council Member	Present
Gus E. Pappas	Council Member	Present
Pat B. McLaughlan	Council Member	Present
Michael Fife	Council Member	Present
Trisha S. Pollard	Council Member	Present
Paul A. Hofmann	City Manager	Present
Alan P. Petrov	City Attorney	Present
Tracy L. Dutton	City Clerk	Present

B. Personal/Audience Comments.

Ken Gregg:

Mr. Gregg addressed City Council regarding smoking in bars and restaurants in Bellaire and urged City Council to consider banning smoking in those establishments.

Susan Downs:

Ms. Downs addressed City Council regarding a sport, pickleball, that she reported had grown in participation and popularity in recent years. She advised that she hoped to introduce the City's residents to pickleball on Thursdays at the Bellaire Parks and Recreation Center.

Lynn McBee:

Ms. McBee welcomed City Council and urged them to consider the following requests: written reports from the City Manager, quarterly reports from the City Attorney, and bi-annual reports from the City Clerk; motions by City Council in writing; a review of the City Charter; enforcement of the City's ordinances regarding the ban of smoking and dogs in parks; and a ban and enforcement of the pedestrian use of streets.

Written Comments:

Andrew S. Friedberg, Mayor, identified for the record and summarized written comments received by City Council for the evening's meeting.

The written comments included a letter from **Michael Lang** expressing thanks to City Council for the Holly Street Improvement Project, and a written statement from

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Robert Riquelmy regarding leadership in the Bellaire Police Department, his appreciation for civil engineers and the need to address the City's water, in his opinion, and the appearance of Evelyn's Park.

Copies of all written comments were distributed to the members of City Council for their consideration.

C. Reports:

City Manager's Report:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.

Paul A. Hofmann, City Manager, presented the City Manager's Report dated January 4, 2016, to members of City Council. The report included avenues of communication (i.e., City website, online quarterly newsletter--*The Boulevard*, and community meetings); field and personnel updates (new hires and retirements); calendar reminders of upcoming meetings, and notes of appreciation.

Andrew S. Friedberg, Mayor, opened the floor for questions from members of City Council regarding the City Manager's Report.

Following questions, Mayor Friedberg advised that one of the procedural changes that he intended to introduce was to discontinue the City Council's past practice of formal motions to accept reports into the record. Such a motion served no purpose after a report had been given and was discouraged under Robert's Rules of Order. Mayor Friedberg asked if there were any objection to suspending the rule this evening and moving on to City Council's next order of business. Hearing no objection, Mayor Friedberg continued to the Consent Agenda.

D. New Business:

1. Consent Agenda

a. Minutes dated December 7, 2015:

Consideration of and possible action on the approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, December 7, 2015 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Dec 7, 2015 7:00 PM

b. Consideration of and possible action on a request from the Bellaire Police Department for City Council approval of the purchase of three (3) patrol vehicles, one (1) unmarked vehicle, and one (1) utility truck as funded in the FY2016 budget - Submitted by Byron Holloway, Chief of Police.

Motion:

To adopt the Consent Agenda dated January 4, 2016.

RESULT:	APPROVED [7 TO 0]

MOVER:	Roman F. Reed, Council Member
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

2. 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, electing a Mayor Pro Tempore for the City of Bellaire, Texas, for a term commencing on January 4, 2016, and ending on January 8, 2018 - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, opened the floor for nominations for Mayor Pro Tempore and advised that nominations did not require a second.

Michael Fife, Council Member, nominated Gus E. Pappas, Council Member, for Mayor Pro Tempore.

Gus E. Pappas, Council Member, appreciated and was honored by the nomination, but respectfully declined. He then nominated Roman F. Reed, Council Member, for Mayor Pro Tempore.

Roman F. Reed, Council Member, accepted the nomination and indicated his willingness to serve.

Mayor Friedberg, after noting no further nominations, closed the floor for nominations. Council Member Roman F. Reed was elected Mayor Pro Tempore by acclamation. Mayor Friedberg entertained a motion on the ordinance as presented in City Council's packet electing Roman F. Reed for the office of Mayor Pro Tempore.

Motion:

To adopt by an ordinance of the City Council of the City of Bellaire, Texas, electing Roman F. Reed as Mayor Pro Tempore for the City of Bellaire, Texas, for a term commencing on January 4, 2016, and ending on January 8, 2018.

RESULT	**ADOPTED [7 TO 0]**
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing a citizen member to the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017, or other action regarding the process for the selection of a citizen appointee - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, introduced the agenda item before City Council and noted that the item set forth three nonexclusive actions that the City Council might take: 1) reappointment of the current citizen appointee, Pat Lunn, CPA; 2) directing the City Clerk to solicit applications and set up interviews; or 3) taking nominations from the dais of citizens meeting the requirements of the position.

Mayor Friedberg asked if anyone wanted to offer a motion regarding the agenda item.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, reappointing Patricia D. Lunn, CPA, as the citizen appointee to the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017.

After noting no discussion, Mayor Friedberg called for a vote on the motion on the floor.

RESULT:	**ADOPTED [7 TO 0]**
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	Gus E. Pappas, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

3. Item(s) for Individual Consideration:

a. Appointment of Special Committee to Review Rules of Procedure

Consideration of and possible action on the appointment of a special committee of three or fewer members of the City Council to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting - Requested by Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, advised that he had requested the agenda item before City Council and offered a motion related to the item as follows:

Motion:

To appoint a special committee of three or fewer members of the City Council to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting.

Following a second to the motion, Mayor Friedberg noted that he had already mentioned one of the rules that he had proposed to change concerning the acceptance of reports into the record. He noted further that there had been eight revisions over a period of 20 years to the City Council's Rules of Procedure ("Rules"); however, he was unable to find any evidence of a comprehensive review of the Rules.

Mayor Friedberg stated that he would like to serve on the special committee and hoped that one or two other members might like to join him in that effort. Trisha S. Pollard, Council Member, and David R. Montague, Council Member, volunteered to assist Mayor Friedberg in a review of the Rules.

By general consent, the motion on the floor was amended to include the names of the volunteers that wished to serve on the referenced special committee.

Motion [as amended by general consent]:

To appoint a special committee consisting of Mayor Andrew S. Friedberg, Council Member Trisha S. Pollard, and Council Member David R. Montague to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting.

After noting no further discussion, Mayor Friedberg called for a vote on the motion.

RESULT:	**APPROVED [7 TO 0]**
MOVER:	Andrew S. Friedberg, Mayor
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

4. Appointments:

a. Mayoral Appointments to the Audit Finance Board: Andrew S. Friedberg, Mayor, will make formal appointments of three (3) members of the City Council of the City of Bellaire, Texas, to serve on the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017 - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, formally appointed the following members of City Council to the Audit Finance Board for a one-year term commencing on February 1, 2016, and ending on January 31, 2017:

Mayor Andrew S. Friedberg;
Council Member Gus E. Pappas; and
Council Member David R. Montague.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

b. Mayoral Appointments of City Council Liaisons to Bellaire Boards and Commissions: Andrew S. Friedberg, Mayor, will make formal appointments of members of City Council to serve as Liaisons for a term of approximately one year to the following Boards and Commissions: Board of Adjustment, Building and Standards Commission, Cultural Arts Board, Environmental and Sustainability Board, L.I.F.E. Advisory Board, Parks and Recreation Advisory Board, and Planning and Zoning Commission - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, formally appointed members of City Council to serve as liaisons to Bellaire Boards and Commissions for a term of approximately one year. Mayor Friedberg noted that the citizen boards were comprised of volunteers appointed by the City Council, and that City Council showed their appreciation to the volunteers by providing good support to them as Council Liaisons.

Mayor Friedberg noted further that the City's Boards Handbook adopted by City Council in 2012 spelled out the expectations of Council Liaisons in detail. Further, he stated that while attendance at board meetings was one of the responsibilities of the Council Liaison, it was hard to meet expectations without regular attendance. He asked that Council Liaisons be included in the board and commission minutes as attendees in order to allow City Council to maintain a record and gauge their own performance in the role of Council Liaison.

The appointments made by Mayor Friedberg were stated for the record and have been set forth in the table below.

Board or Commission	Council Liaison
Board of Adjustment	Council Member Gus E. Pappas
Building and Standards Commission	Council Member David R. Montague
Cultural Arts Board	Council Member Michael Fife
Environmental and Sustainability Board	Mayor Pro Tem Roman F. Reed
BLIFE Advisory Board	Mayor Andrew S. Friedberg
Parks and Recreation Advisory Board	Council Member Pat B. McLaughlan
Planning and Zoning Commission	Council Member Trisha S. Pollard

In closing, Mayor Friedberg urged Council Liaisons to note their respective board or commission meetings on their calendars and to rereview the section of the Boards Handbook concerning the duties and responsibilities of Council Liaisons.

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

Items for future agendas included a request from **Mayor Pro Tem Roman F. Reed** for a discussion item on the potential closure of streets along the feeder roads. Mayor Pro Tem Reed explained that he did not wish to consider the closure of major or minor thoroughfares, such as Bellaire Boulevard, Bissonnet Street, Jessamine Street, and Evergreen Street.

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Community interest items from the Mayor and City Council included expressions of thanks to the City Manager, City Staff, and the City Clerk on the orientation of new Council Members and to the City Manager for a good job emceeing the employee Christmas Luncheon; expressions of congratulations were given to the newly elected City Council Members and Mayor Pro Tem; and reminders of upcoming events, such as the ribbon-cutting ceremony for the Holly Street Project on January 12th at 9:00 a.m., the Parks and Recreation Advisory Board Community Meeting on the Evergreen Park Master Plan on January 20th; and the second City Council Session, moved due to the Martin Luther King, Jr., holiday, on January 25th.

F. Adjourn.

Andrew S. Friedberg, Mayor, announced that the Regular Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 9:06 p.m. on Monday, January 4, 2016.

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 7, 2015

Council Chamber	Regular Session	7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

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

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:08 p.m. on Monday, December 7, 2015. The Regular Session was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Nauert announced that a quorum was present consisting of all members of City Council as set forth in the table below.

Attendee Name	Title	Status	Arrived
Philip L. Nauert	Mayor	Present	
Amanda B. Nathan	Mayor Pro Tem	Present	
Roman F. Reed	Councilman	Present	
James P. Avioli Sr.	Councilman	Present	
Gus E. Pappas	Councilman	Present	
Pat B. McLaughlan	Councilman	Present	
Michael Fife	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 - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, provided the inspirational reading for the evening.

C. Pledges to The Flags - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, led the members of City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

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.

   Dr. Philip L. Nauert, Mayor, recognized Iola Pickul, Former Chair of the LIFE Advisory Board of the City of Bellaire, Texas ("Board"), for her extraordinary service and immeasurable leadership of the Board from June 2009 to June 2015.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor Nauert provided a token of the City's appreciation in the form of a crystal vase and stand to Iola Pickul with the dates of her service engraved on a brass plate and affixed to the stand.

Iola Pickul addressed City Council and the audience, noting that it had been her pleasure to serve on the Board. She shared her first experiences of moving to Bellaire and becoming involved with the City. She urged citizens to become involved and invited those 50 years of age and older to join BLIFE.

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.

   Dr. Philip L. Nauert, Mayor, advised that the City owed a tremendous debt and thanks for service to the Ad Hoc Municipal Facilities Committee ("Committee"). He advised further that some years ago, the residents of Bellaire appropriated a tremendous amount of support and funds to rebuild the facilities of the City, and the members of the Committee had done an extraordinary job for Bellaire in that regard.

   Mayor Nauert provided a small token (glass plaque) of the City's gratitude, respect, and thanks to members of the Committee, whose service began in 2014 and ended in 2015, as follows: Chris Kaitson, Dolores "Dee" Avioli, Kristin Schuster, Todd L. Blitzer, Christopher Butler, John Gabriel, Suzanne Shelby (not present--award accepted by Roman F. Reed, Councilman), Michael Fife, and Gus E. Pappas (Council Liaison to the Committee).

Following this item, **Mayor Nauert** asked for City Council consideration to move to agenda item F. (Personal/Audience Comments), then to agenda item H. 2. a. (request to waive fees for signs and permits for community events at Condit Elementary School and Horn Elementary School). After noting no objections, Mayor Nauert moved to agenda item F.

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

The minutes of the Special Session of the City Council of the City of Bellaire, Texas, held on Monday, November 2, 2015, were considered following City Council action on agenda item H. 2. a. The remainder of the agenda items were considered in the order written on the agenda.

Motion:

To approve the minutes of the Special Session of the City Council of

the City of Bellaire, Texas, held on Monday, November 2, 2015.

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

Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 2, 2015.

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

F. Personal/Audience Comments.

Five Bellaire residents and parents addressed City Council in support of agenda item H. 2. a. The agenda item was submitted for individual consideration by Councilman Roman F. Reed to authorize the City Manager to waive the $30.00 administrative fee for signs and banners for community events at Bellaire public schools, Condit Elementary School and Horn Elementary School. Set forth below is a list of the five residents and parents that provided oral comments supporting the agenda item.

Jennifer Cross
Peggy Chang
Pegi Newhouse
Suzi Nelson
Samir Mehta

Lynn McBee:

Ms. McBee addressed City Council and provided her opinion concerning religious displays during the holiday season. She also urged City Council to consider a day of recognition for all board and commission members; thanked Harris County for the $50,000.00 donation to The Nature Discovery Center; and urged City Council to create a new Ad Hoc Municipal Facilities Committee to continue to work on the proposed municipal facilities.

Written Comments:

Dr. Philip L. Nauert, Mayor, advised that the City received 54 written comments, some of which were almost identical in message, related to agenda item H. 2. a. All comments were in support of the request to authorize the City Manager to waive the $30.00 administrative fee for signs and banners for community events at Bellaire public schools, Condit Elementary School and Horn Elementary School.

The names of the residents that submitted comments, including the names of six residents that provided comments that were received just prior to or during the meeting, have been set forth below (in alphabetical order) for the record.

Anand Balarkishnan
Ron Bilow
Julie Burris-Richardson
Kenton Cantrell
Nancy Kwon Carter
Maria C. Calzada
Diana Cauley
Peggy Chang
Kelly L. Chapin
Kwai Cheng, Ph.D.
Shelly-Ann Covington
Carolina Cuatzo
Manisha Dalwadi-Brahmbhatt
Heidi Dholakia
Nancy Esper
Elaine Fernandez
Audra French
Barbara Garibaldi
Carolyn Grimes
Amy Hassan
Anu Hiremaglur
Thomas Hsu
Anjali Kavaipatti
Matt Kuhl
Terry Leavitt-Chavez
Rachael Le Geyt
Alonso Mago
Julie Malin
Sreedhar Mandayam
Cami Manley
Scott Manley
Kim Markland
Anil Mathew
Sonu Mathew
Samir Mehta
Dr. Michael Nugent
Kendall O'Neal
Tricia Onufer
David Perlman
Naveen Pinglay
Thuy Promubol
Mary Jane Robinson
Shelly Grogin Schultz
Alison Septimus
Matt Stanley
Lizy Stewart
Anne Stoeber
Starlee Sykes
Julie Tamm
Truong Van
Meredith J. Vela

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Alistair Vickers
Michelle Wasaff
Tony Weiner
Jill Weston
Ginger Wright
Christine N. York
Gabriela Zaragoza
Ana Maria Zaske, Ph.D.
Sheng Zhang and Family

At this point in the meeting, City Council considered agenda item H. 2. a.

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.

   Director of Public Works Brant Gary provided a recap of an initial presentation made to City Council on November 2, 2015, regarding the status of the Public Works facility and introduced Jeff Gerber, CEO, Pierce Goodwin Alexander & Linville (PGAL) to present a report/assessment his firm conducted for the City of Bellaire Public Works facility.

   Jeff Gerber, CEO, PGAL, addressed City Council and advised that the report/assessment his firm conducted included flood impacts on the facility due to the recent Memorial Day flood and projected future space needs for the Public Works administration building. Four options were presented, as well as budgets and time lines for the options.

   Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council related to the report. Following questions from the Mayor and City Council, Mayor Nauert asked for a motion to accept the report into the record and a second motion for the purpose of choosing one of the recommended options.

   Motion (1 of 2):

   To accept a report, as presented by Jeff Gerber, CEO, PGAL, regarding a Public Works Facility Assessment conducted by PGAL.

   Discussion ensued among the Mayor, members of City Council, the City Manager, the Director of Public Works, and CEO Gerber regarding the report and recommended options.

   Following the discussion, **Mayor Nauert** called for a vote on the motion on the floor.

RESULT	**UNANIMOUS [7 TO 0]**
MOVER:	James P. Avioli, Sr., Councilman
SECONDER:	Roman F. Reed, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

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Following a vote on the first motion, Mayor Nauert called for a second motion for the purpose of giving staff direction related to the Public Works facility.

Motion (2 of 2):

To give staff direction and permission to demolish the existing Public Works administration building, to place a temporary building on that site, and to formulate a plan for a permanent solution to the repetitive flooding of the administration building.

Discussion ensued among members of City Council regarding the motion on the floor. Following discussion, **Mayor Nauert** called for a vote on the motion.

RESULT:	**APPROVED [6 TO 1]**
MOVER:	Gus E. Pappas, Councilman
SECONDER:	Amanda B. Nathan, Mayor Pro Tem
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, Fife
NAYS:	McLaughlan

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.

James Andrews, City Engineer (CE), ARKK Engineering, Inc., provided an overview of a city-wide Traffic Engineering Study ("Study") conducted by EPIC Transportation Group, LP (ETG) for the City and introduced **Harish Narayanappa, PE, PTOE, President of ETG,** to present the Study.

Harish Narayanappa, PE, PTOE, President of ETG, provided an overview of the Study performed by his firm for the City. The Study included an evaluation of existing transportation infrastructure, current and proposed development, and automobile, pedestrian, and bicycle traffic conditions.

Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council regarding the Study. Following questions, a motion was made and seconded to accept the Study into the record.

Motion:

To accept the Traffic Engineering Study conducted by EPIC Transportation Group, LP (ETG), and presented by Harish Narayanappa, PE, PTOE, President of ETG, into the record.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	Roman F. Reed, Councilman
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

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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.

   Larry Parks, Director of Information Technology, provided a report to City Council related to cloud-based telephone systems.

   Dr. Philip L. Nauert, Mayor, opened the floor for questions from City Council. Following questions, Mayor Nauert called for a vote to accept the Hosted Telephone Services Report into the record.

   Motion:

   To accept the Hosted Telephone Services Report, as presented by Larry Parks, Director of Information Technology, into the record.

RESULT:	**UNANIMOUS [7 TO 0]**
MOVER:	James P. Avioli, Sr., Councilman
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

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.

   Motion:

   To adopt 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 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.

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

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.

Motion:

To adopt 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.

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

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.

Motion:

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.

{Moved by Roman F. Reed, Councilman, and seconded by James P. Avioli, Sr., Councilman}

Roman F. Reed, Councilman, advised that he wished to amend his motion to include Bellaire High School and Pin Oak Middle School.

After discussion among members of City Council and the City Attorney, it was noted that in order to include Bellaire High School and Pin Oak Middle School, the agenda item would need to come back before City Council.

Roman F. Reed, Councilman, advised that he would like to move forward with the motion on the floor and to bring an item back on a future agenda to amend the motion to include Bellaire High School and Pin Oak Middle School.

James P. Avioli, Sr., Councilman, indicated that he supported the initiative and suggested to the future City Council that the item come back to them to include all schools in Bellaire rather than just public schools.

Following action on agenda item H. 2. a., City Council considered the minutes of November 2015, then considered the remainder of the agenda in the order in which it was written.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Roman F. Reed, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

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.

John Monday, Member of the Citizens For A Beautiful Bellaire, addressed City Council and asked for their feedback, general direction, and permission to move forward on the development of the remaining Phase I beautification projects previously identified by the Citizens For A Beautiful Bellaire and presented to City Council.

Members of City Council asked questions of Mr. Monday regarding the remaining Phase I beautification projects.

Motion:

To accept the report provided by Citizens For A Beautiful Bellaire Member John Monday into the record.

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

I. Adjourn.

Motion:

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To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 10:40 p.m. on Monday, December 7, 2015.

RESULT:	**APPROVED [6 TO 1]**
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, Fife
NAYS:	McLaughlan

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1755)

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

SCHEDULED
INFORMATION ITEM (ID # 1754)

Meeting: 12/07/15 07:00 PM
Department: City Clerk
Category: Recognition
Department Head: Tracy L. Dutton
DOC 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 **Special Session and Regular Session**
6:00 PM

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.

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

B. 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

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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

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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 fiancee, 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"

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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

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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

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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.

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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

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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

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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

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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; abililty 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:

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Insurance proceeds	$350,000
ADA repair costs	$150,000
Total funding	$500,000

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

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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.

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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, Councilmn.

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,

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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

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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.

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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.

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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

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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

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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.

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{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

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

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
INFORMATION ITEM (ID # 1735)

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

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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)

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Facility Introduction

Chapter 5, Section 1

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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.

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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 incompliance 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

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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 except 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

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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 incompliance 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

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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.

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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

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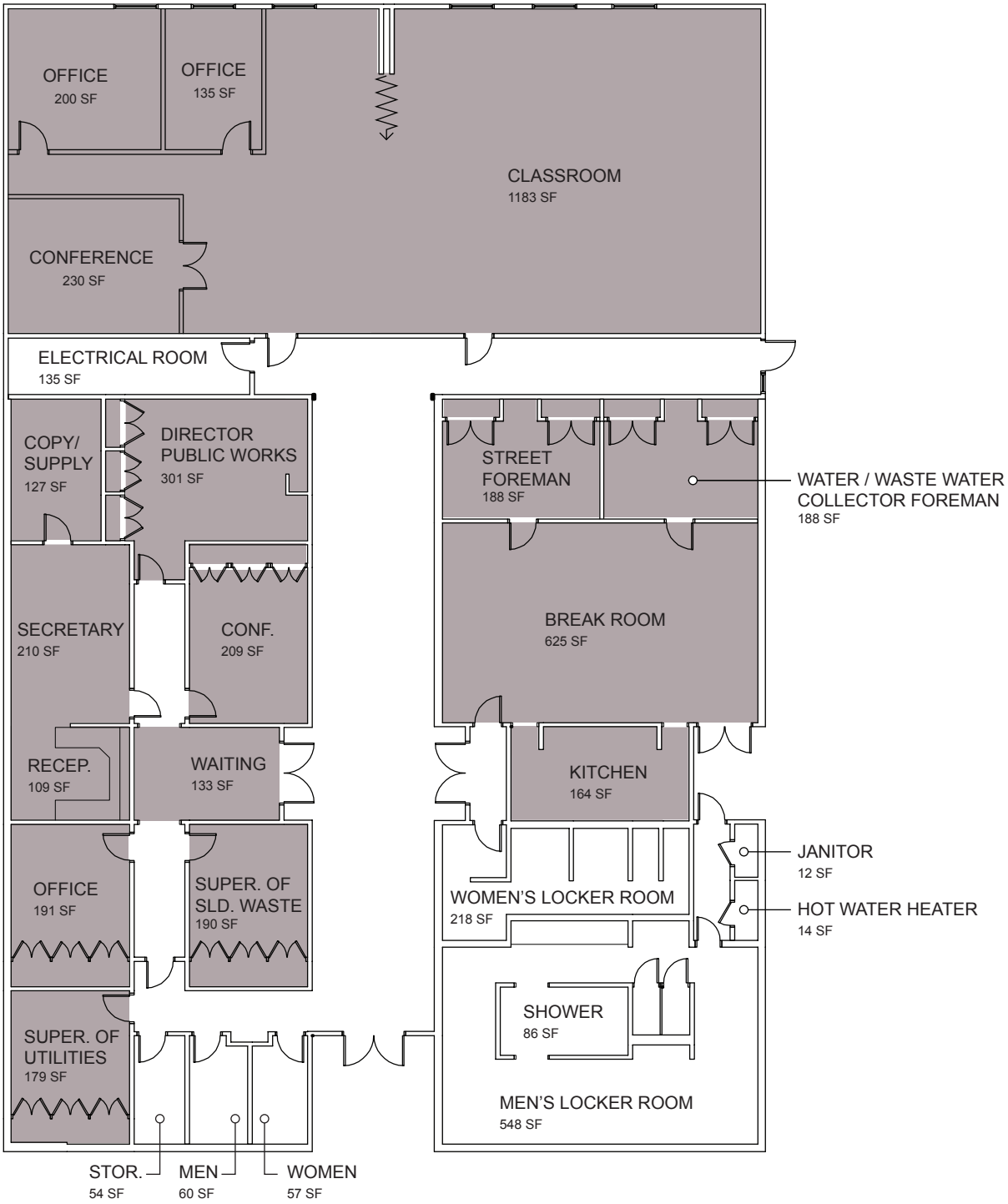

Figure 5-2-1

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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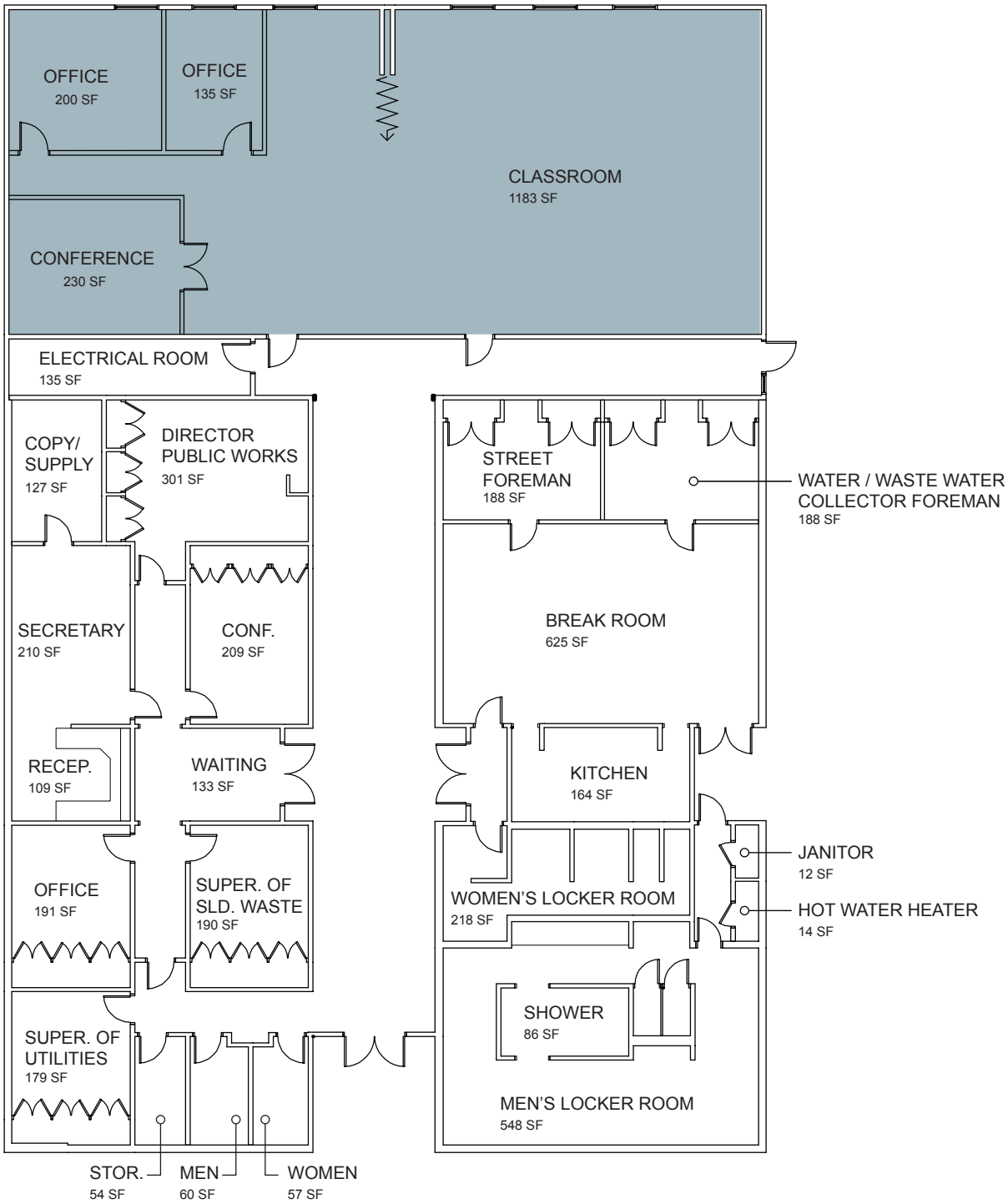

Figure 5-3-1

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

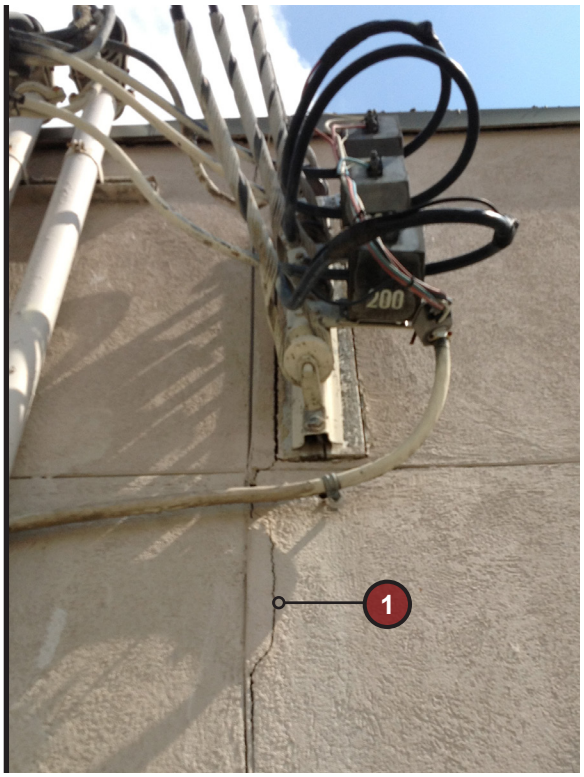

Figure 5-4-1
West Wall

Figure 5-4-2
West Wall

Figure 5-4-3
North Wall

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Figure 5-4-4
Typical Window

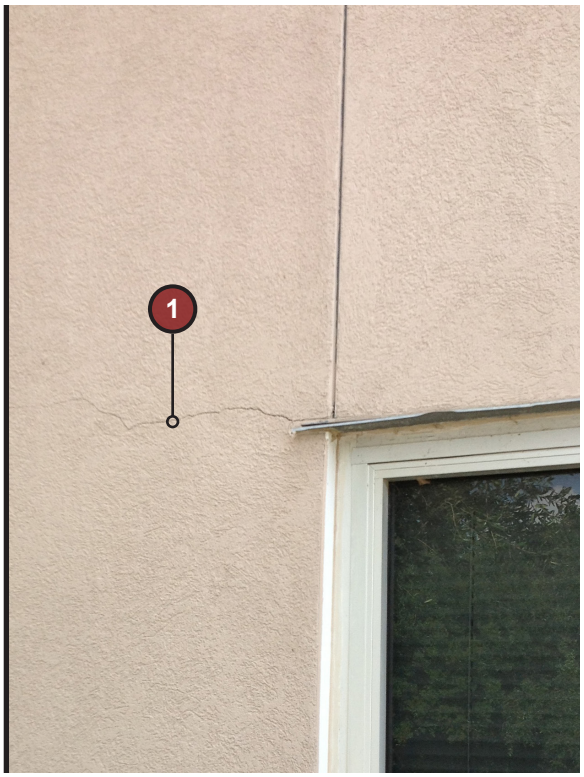

Figure 5-4-5
Typical

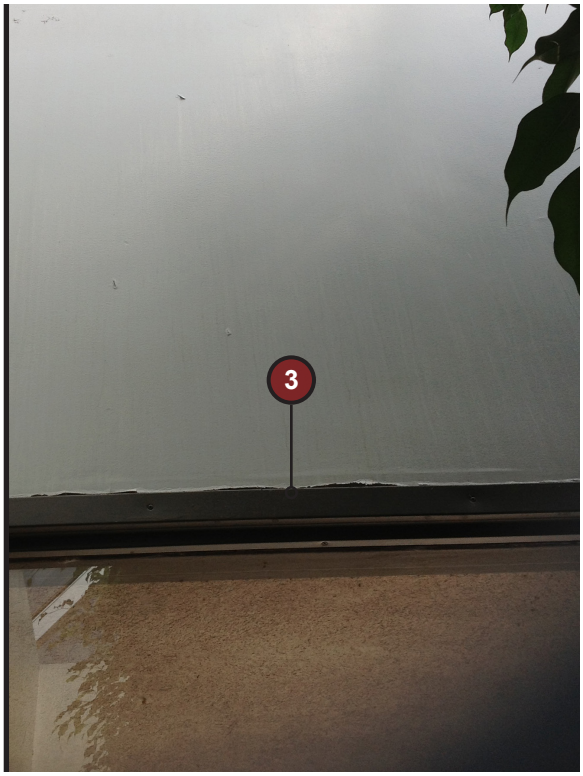

Figure 5-4-6
Lobby

Figure 5-4-7
Lobby

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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 automatic door opener. Replace sink and millwork to be ADA compliant.
4. **CONDITION:** Urinal is not ADA complaint.
   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

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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

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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 complaint.
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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

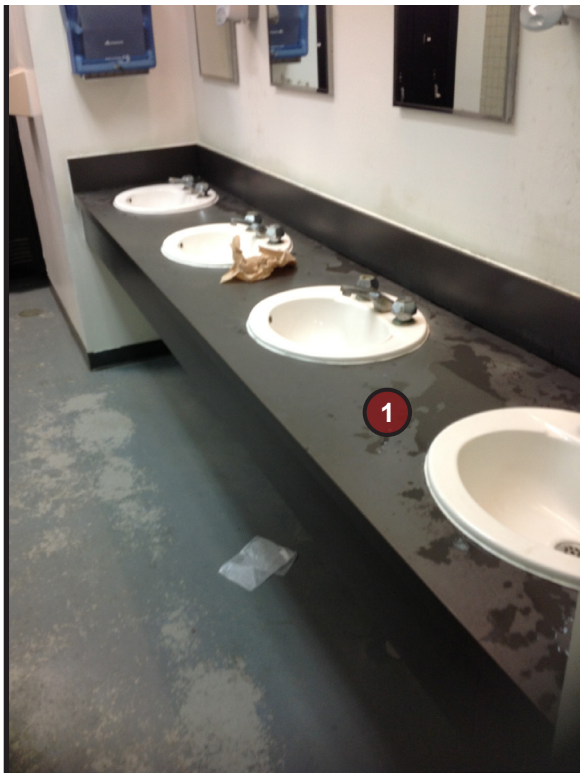

Figure 5-4-22
Men's Locker Room

Figure 5-4-23
Men's Locker Room

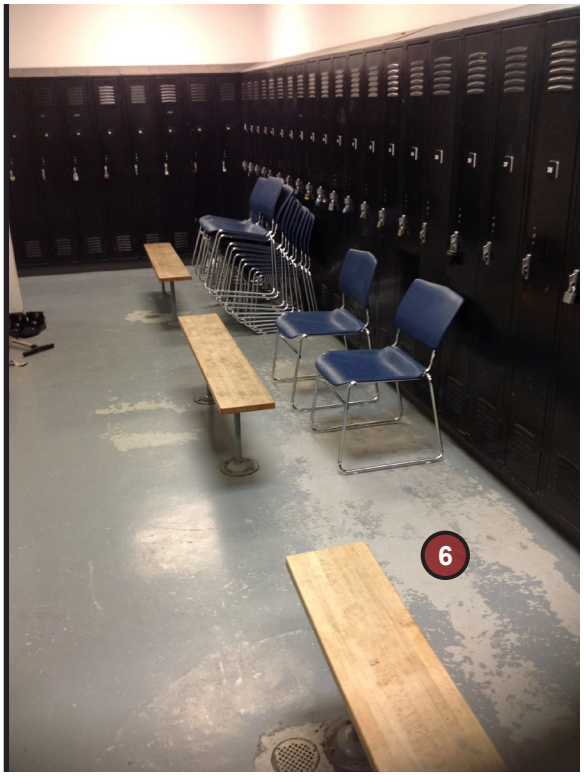

Figure 5-4-24
Men's Locker Room

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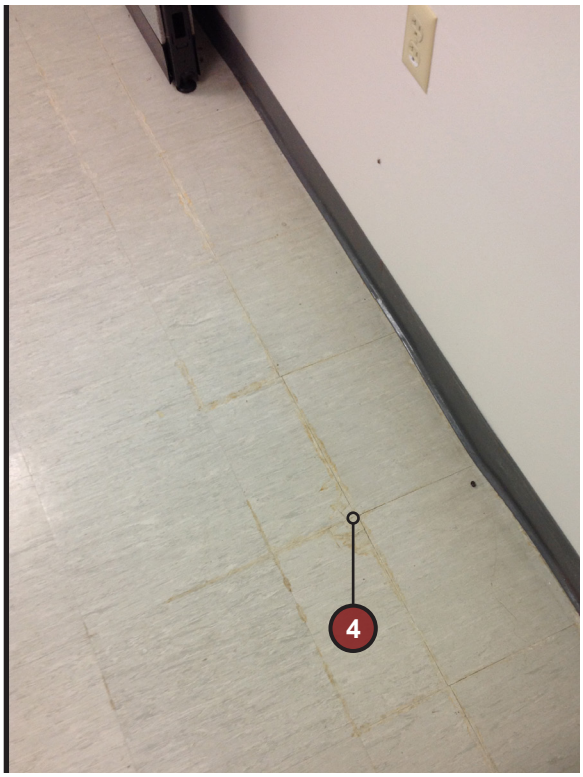

Figure 5-4-25
Classroom

Figure 5-4-26
Classroom

Figure 5-4-27
Classroom

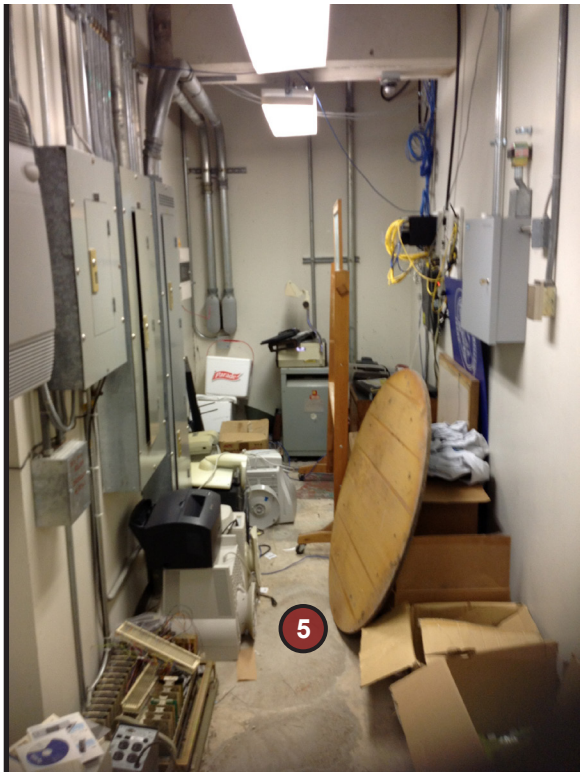

Figure 5-4-28
Electrical Room

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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

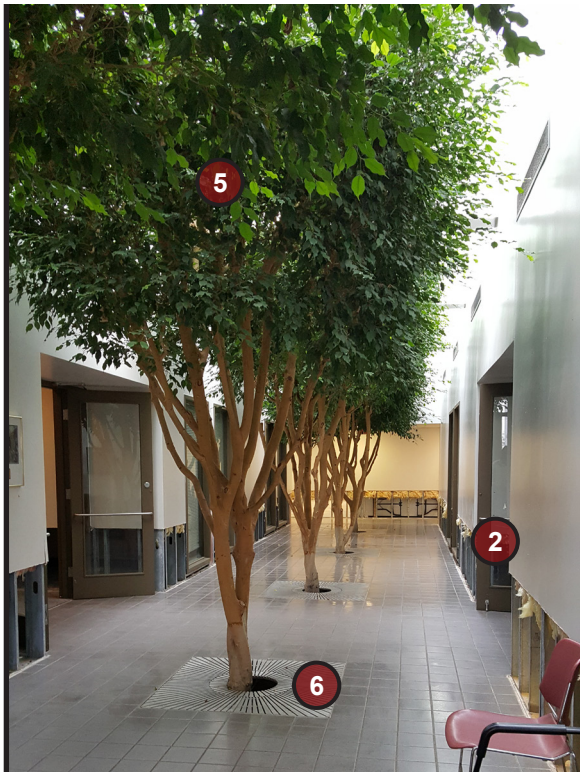

Figure 5-4-31
Interior Atrium

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Figure 5-4-32
East Exit Corridor

Figure 5-4-33
East Exterior Wall

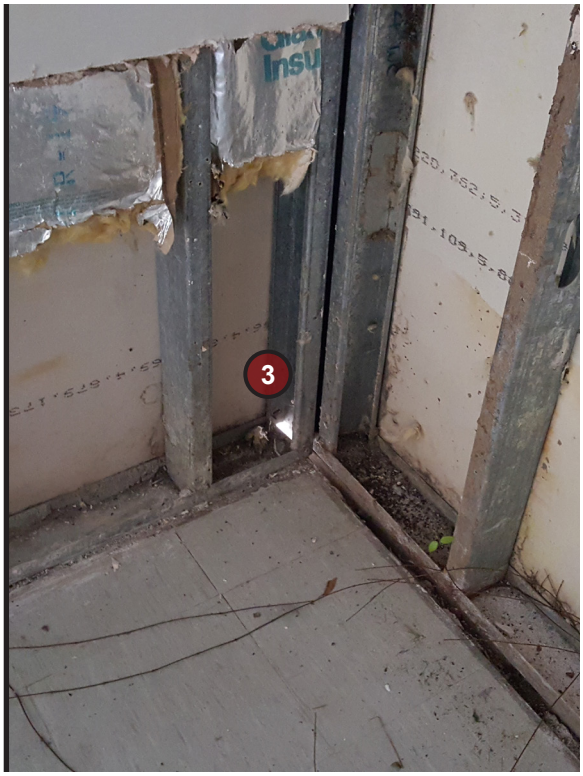

Figure 5-4-34
North East Corner Exterior Wall

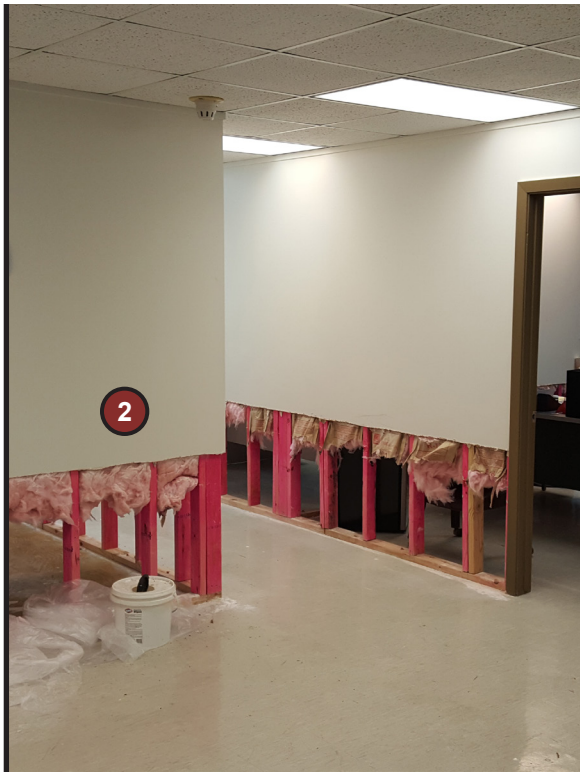

Figure 5-4-35
Ad-Hoc Classroom Office

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Facility Cost Analysis

Chapter 5, Section 5

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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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**

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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**

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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**

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THE CITY OF
Bellaire Texas

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**

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
ACTION ITEM (ID # 1715)

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

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

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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.

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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

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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.

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Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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.

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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).

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F.1.a.3
Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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.

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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 improvemnts 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 Triming	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 adjcent 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 Gulfton. 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 Gulfton) 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
		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)			See General Comment		
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	Evergeen (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	Restipe		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
										See General Comment				
1	Bissonnet at Bellaire	Yes							Yes			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		Yes	See Roadway		
9	S Rice at Bissonnet	Yes										See Roadway		
10	S Rice at Laurel	Yes											Yes	
11	S Rice at Glemont	COH								COH	COH			
12	S Rice at Fournace Pl	COH		COH		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)									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)

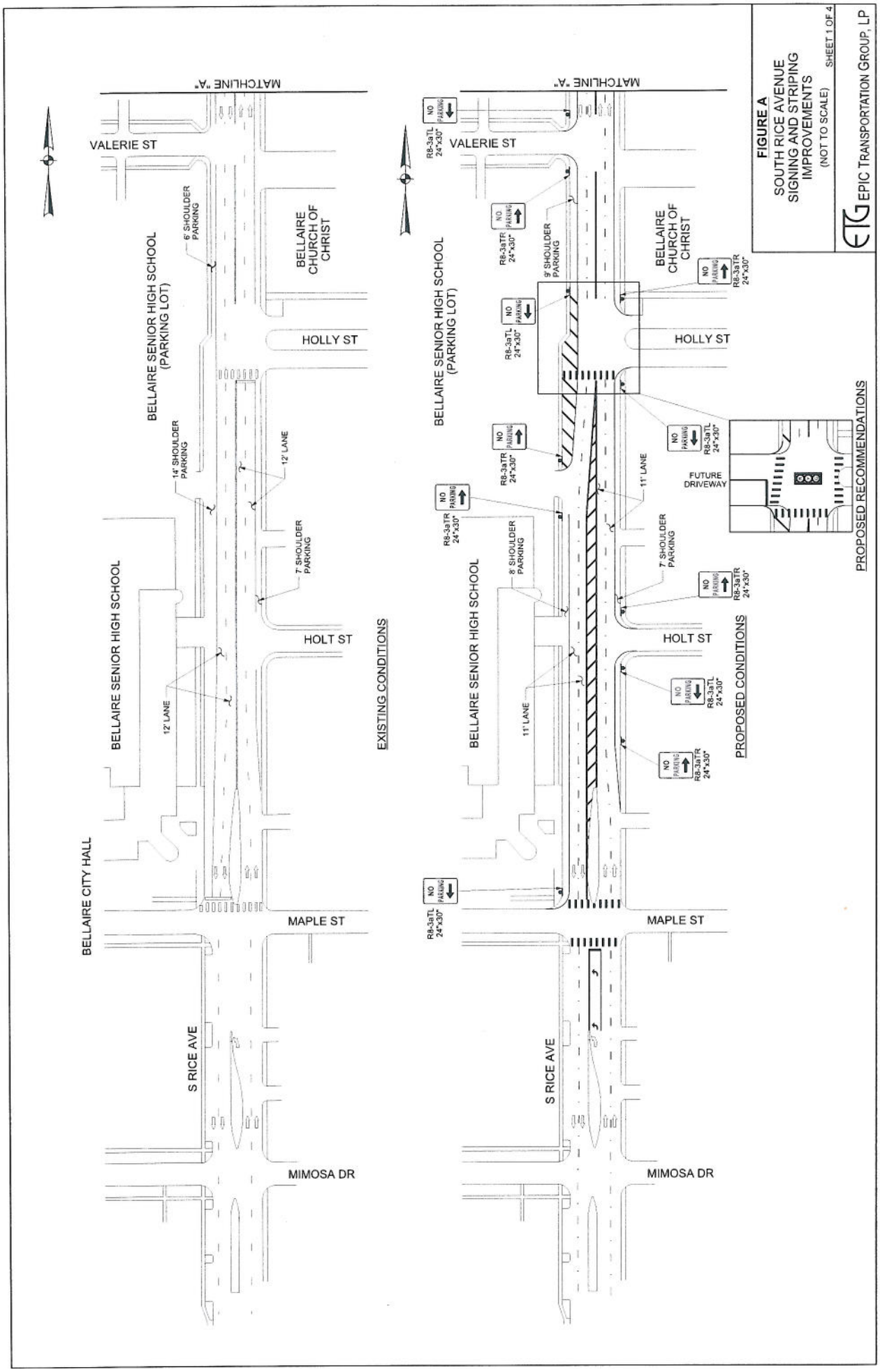
#	Unsignalized Intersection	Close Street at West Loop S SBD FR (Install Barricades and Street Closure Signs)	Remove all-way Stop Signs	Install Two-Way Stop Signs & Stop Bars	Install or Reconstruct Wheel Chair Ramps/Pads	Install ADAAG Detectable Warning Surface	Install New or Restripe Old Crosswalks
1	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)	$ 3,000.00	$ 400.00	$ 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			
7	Pin Oak Middle School	Glemont			COH		COH	COH	COH - Extend Crosswalk on the north side of Glemont (near HCC) up to West Loop NBD FR
		Cost (Per Each)	$ 500.00	$ 200.00		n/a			

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


MATCHLINE "A"
VALERIE ST
6' SHOULDER PARKING
BELLAIRE CHURCH OF CHRIST
BELLAIRE SENIOR HIGH SCHOOL (PARKING LOT)
HOLLY ST
14' SHOULDER PARKING
12' LANE
7' SHOULDER PARKING
BELLAIRE SENIOR HIGH SCHOOL
HOLT ST
12' LANE
EXISTING CONDITIONS
BELLAIRE CITY HALL
MAPLE ST
S RICE AVE
MIMOSA DR
MATCHLINE "A"
NO PARKING
R8-3aTL 24"x30"
VALERIE ST
R8-3aTR 24"x30"
9' SHOULDER PARKING
BELLAIRE CHURCH OF CHRIST
R8-3aTL 24"x30"
HOLLY ST
BELLAIRE SENIOR HIGH SCHOOL (PARKING LOT)
R8-3aTR 24"x30"
R8-3aTL 24"x30"
11' LANE
FUTURE DRIVEWAY
R8-3aTR 24"x30"
8' SHOULDER PARKING
7' SHOULDER PARKING
R8-3aTR 24"x30"
HOLT ST
BELLAIRE SENIOR HIGH SCHOOL
11' LANE
R8-3aTL 24"x30"
R8-3aTR 24"x30"
PROPOSED CONDITIONS
R8-3aTL 24"x30"
MAPLE ST
S RICE AVE
MIMOSA DR
PROPOSED RECOMMENDATIONS
FIGURE A
SOUTH RICE AVENUE SIGNING AND STRIPING IMPROVEMENTS
(NOT TO SCALE)
SHEET 1 OF 4
EPIC TRANSPORTATION GROUP, LP

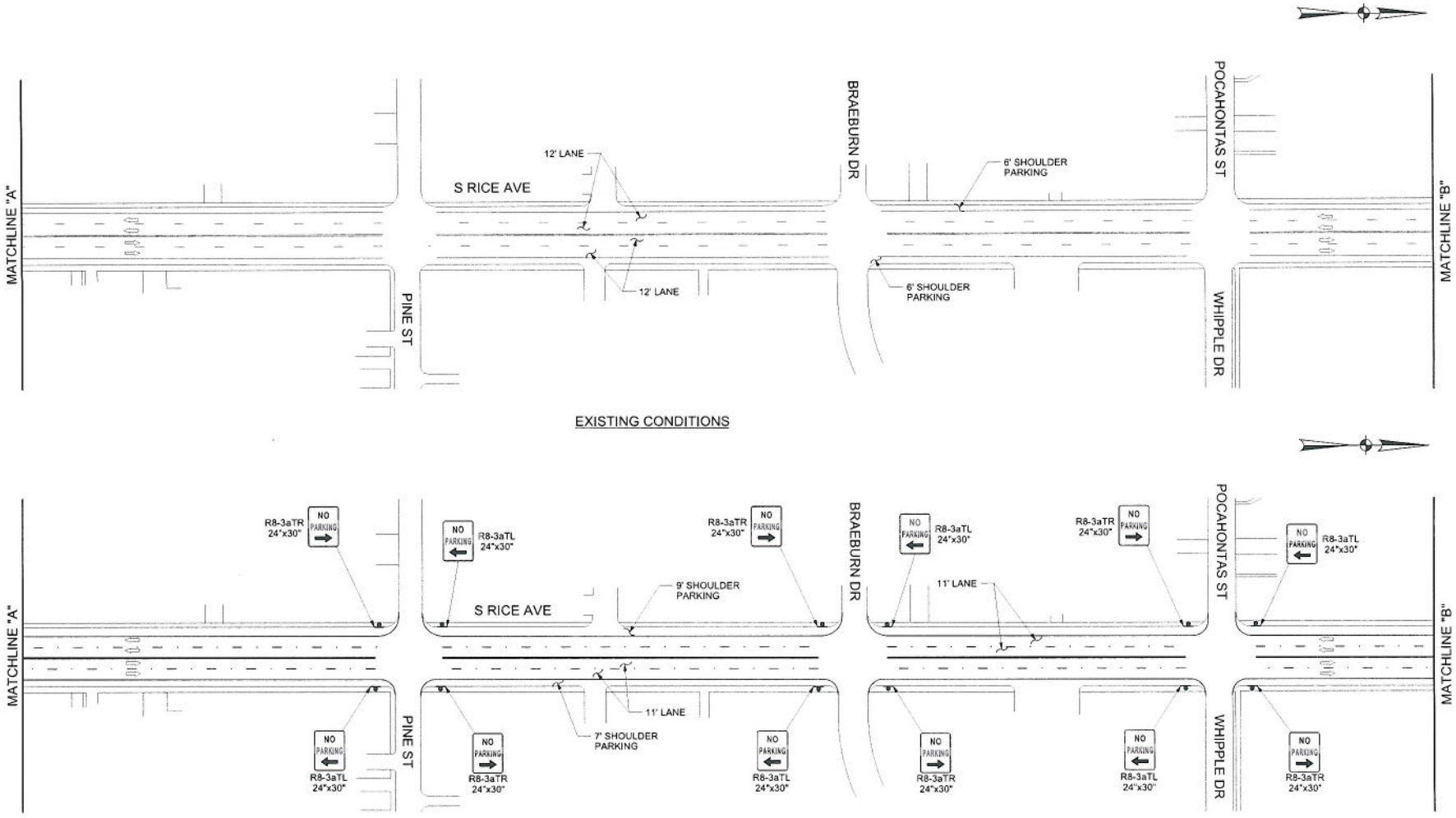


FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)
SHEET 2 OF 4

EPIC TRANSPORTATION GROUP, LP

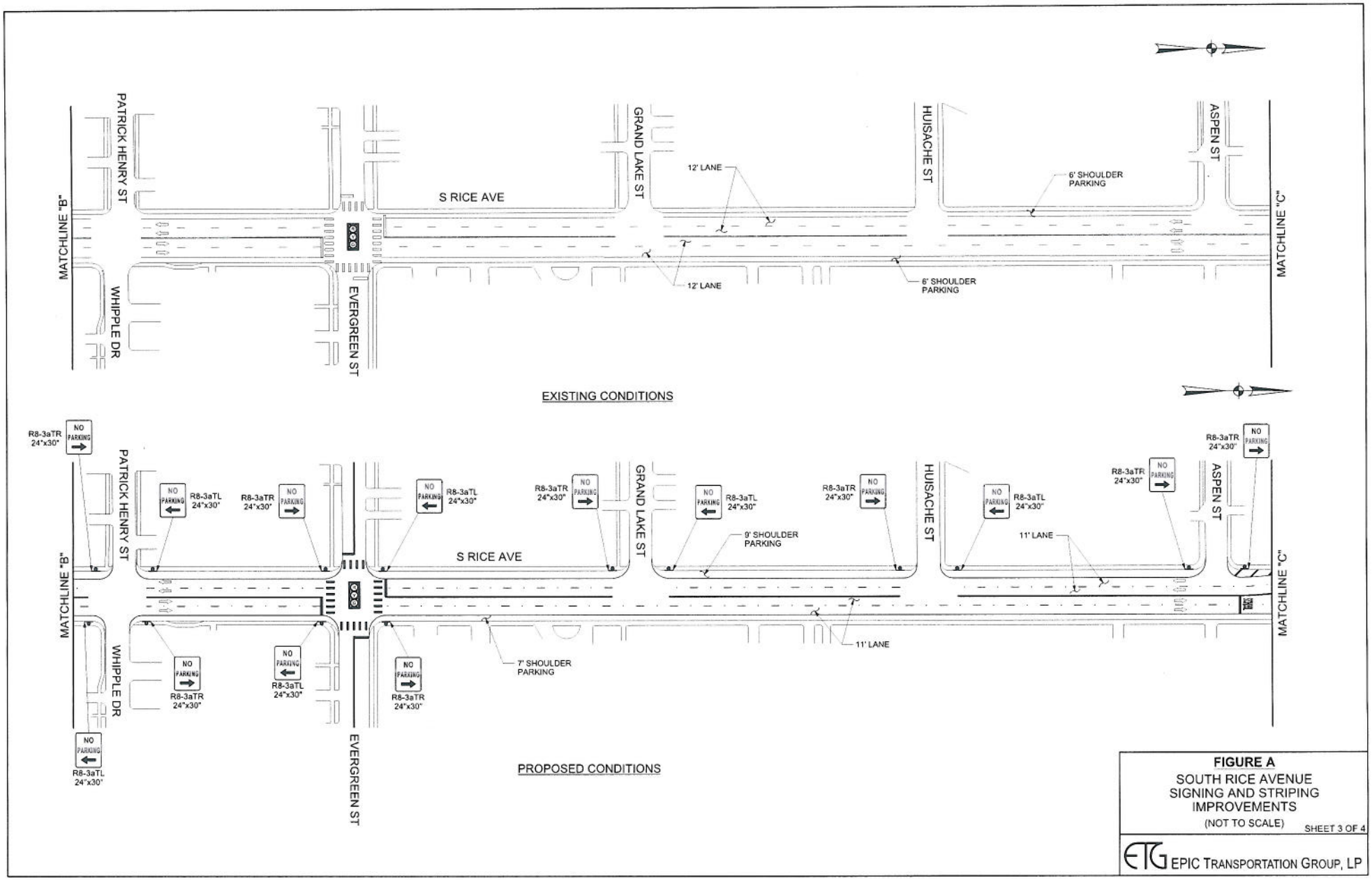
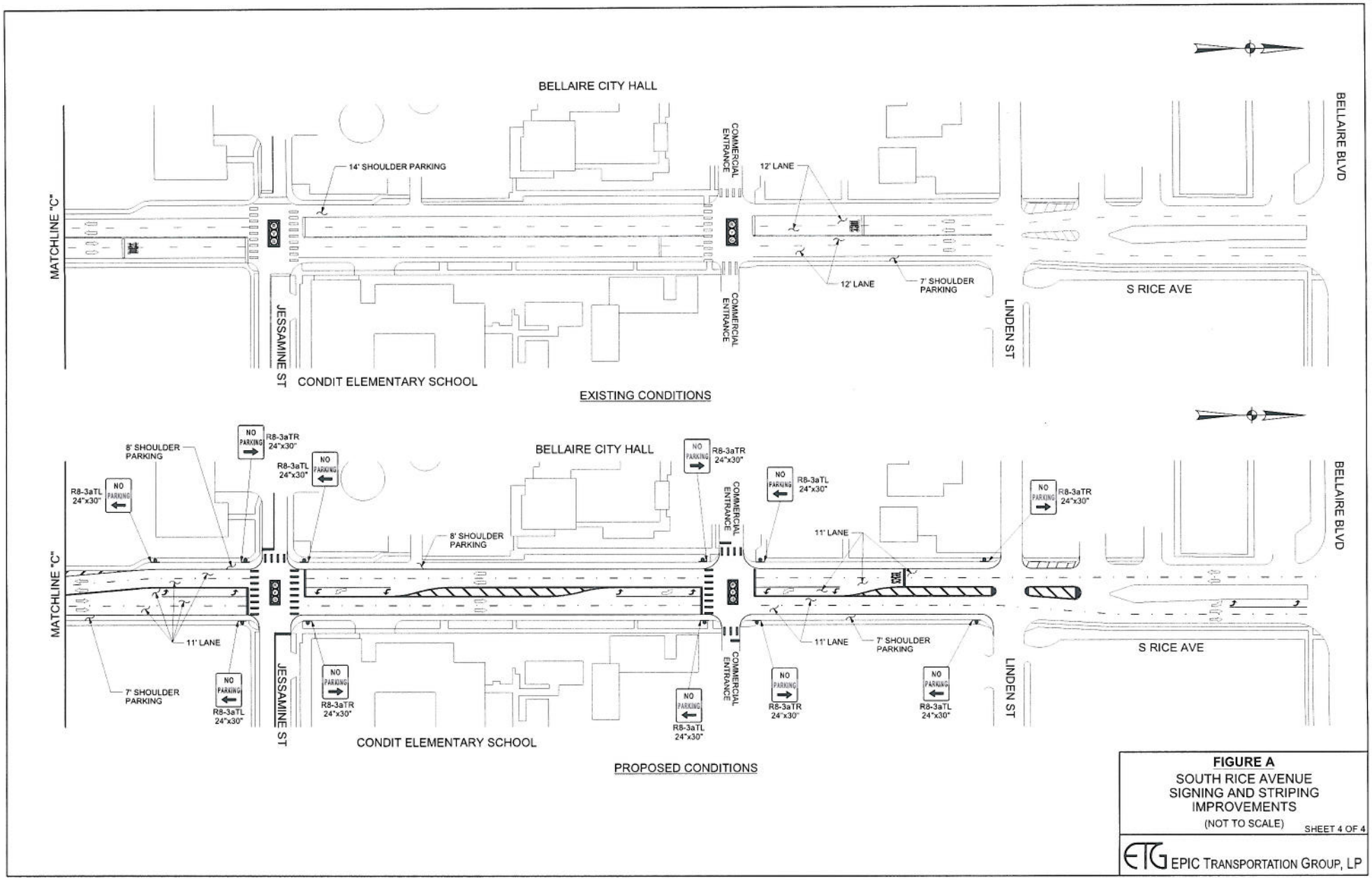
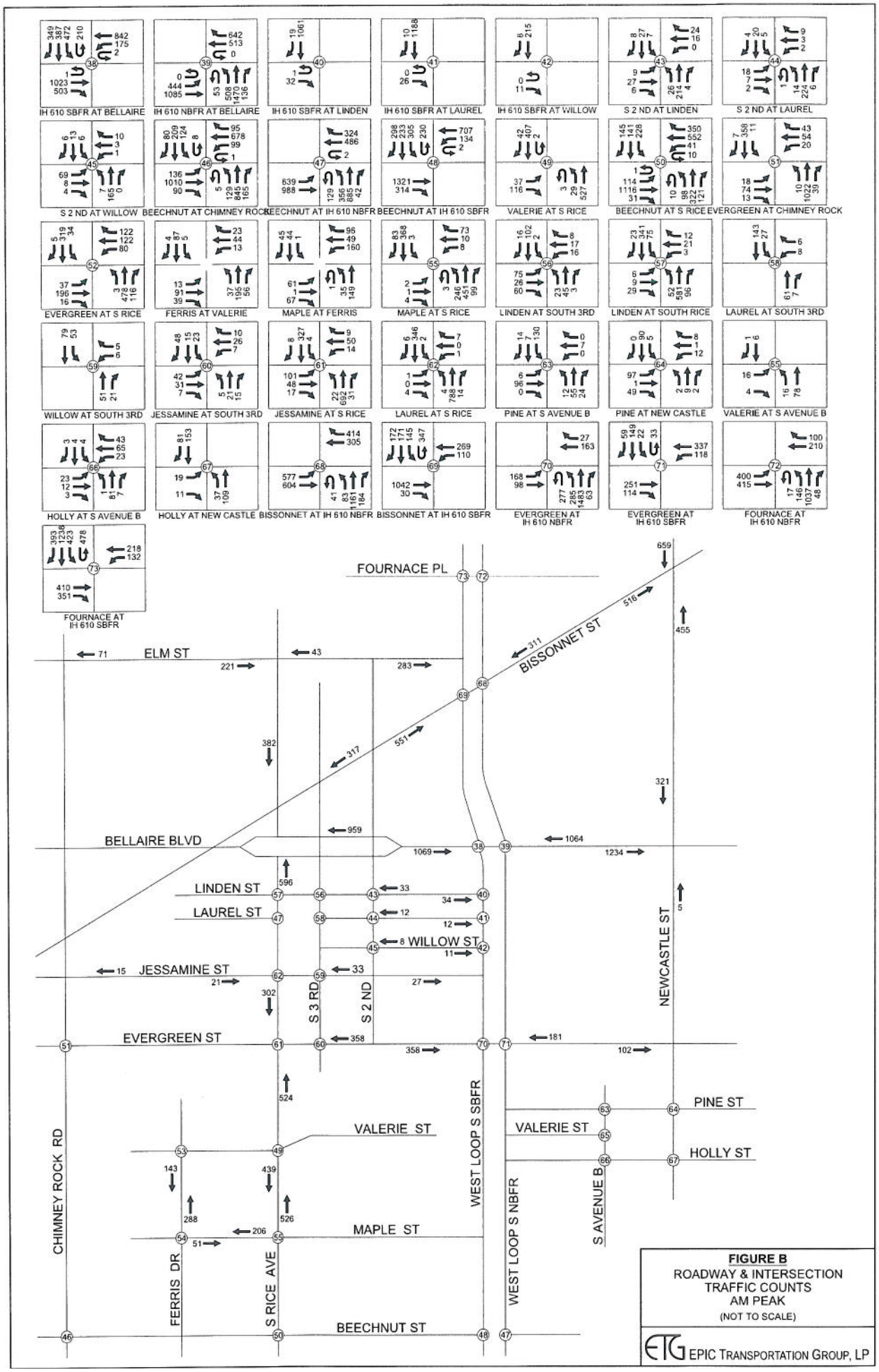
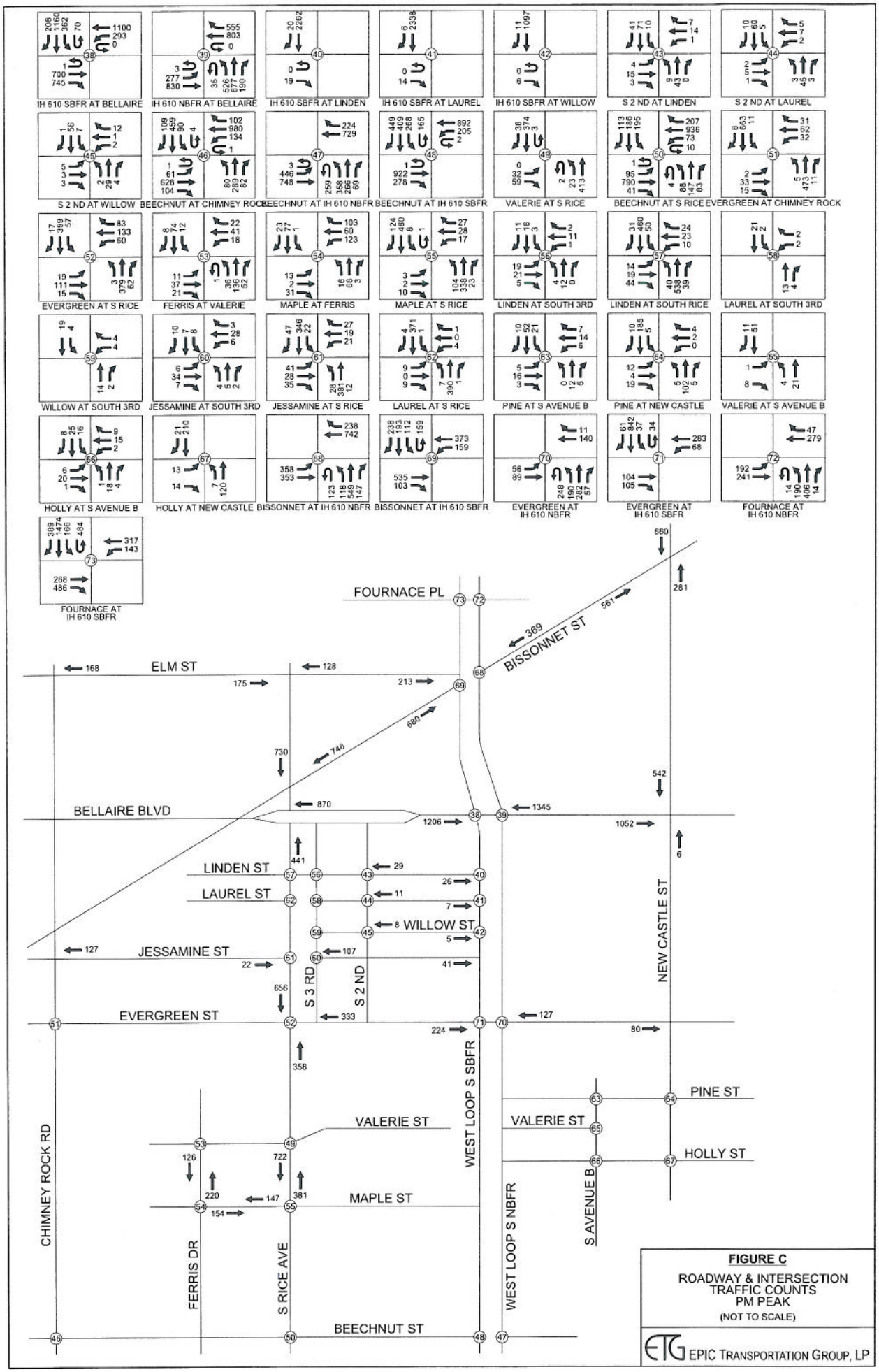


FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)
SHEET 3 OF 4

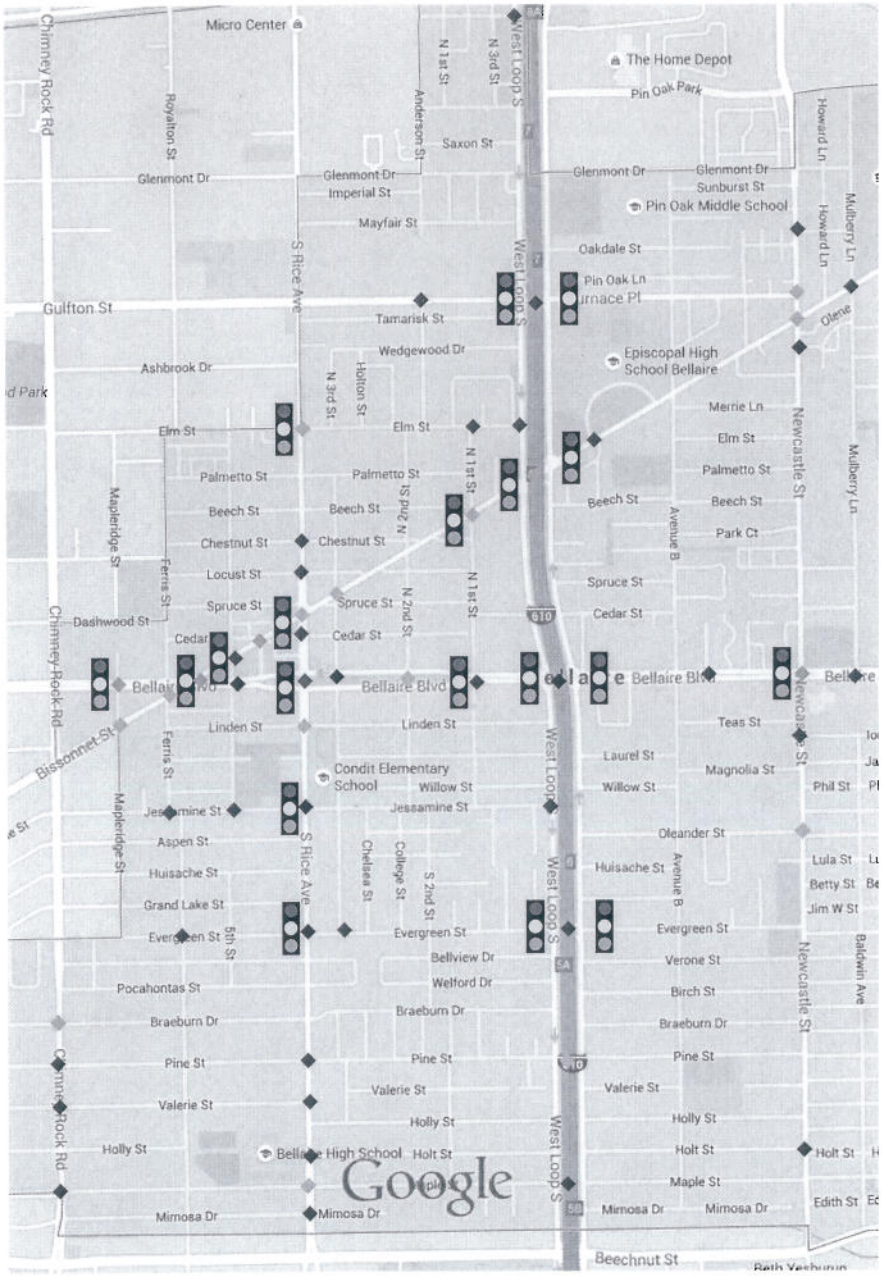
EPIC TRANSPORTATION GROUP, LP


BELLAIRE CITY HALL
14' SHOULDER PARKING
COMMERCIAL ENTRANCE
12' LANE
12' LANE
7' SHOULDER PARKING
BELLAIRE BLVD
S RICE AVE
LINDEN ST
MATCHLINE "C"
JESSAMINE ST
CONDIT ELEMENTARY SCHOOL
EXISTING CONDITIONS
8' SHOULDER PARKING
NO PARKING
R8-3aTR 24"x30"
R8-3aTL 24"x30"
BELLAIRE CITY HALL
8' SHOULDER PARKING
COMMERCIAL ENTRANCE
11' LANE
11' LANE
7' SHOULDER PARKING
7' SHOULDER PARKING
BELLAIRE BLVD
S RICE AVE
LINDEN ST
MATCHLINE "C"
JESSAMINE ST
CONDIT ELEMENTARY SCHOOL
PROPOSED CONDITIONS
FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)
SHEET 4 OF 4
EPIC TRANSPORTATION GROUP, LP


IH 610 SBFR AT BELLAIRE
IH 610 NBFR AT BELLAIRE
IH 610 SBFR AT LINDEN
IH 610 SBFR AT LAUREL
IH 610 SBFR AT WILLOW
S 2 ND AT LINDEN
S 2 ND AT LAUREL
S 2 ND AT WILLOW
BEECHNUT AT CHIMNEY ROCK
BEECHNUT AT IH 610 NBFR
BEECHNUT AT IH 610 SBFR
VALERIE AT S RICE
BEECHNUT AT S RICE
EVERGREEN AT CHIMNEY ROCK
EVERGREEN AT S RICE
FERRIS AT VALERIE
MAPLE AT FERRIS
MAPLE AT S RICE
LINDEN AT SOUTH 3RD
LINDEN AT SOUTH RICE
LAUREL AT SOUTH 3RD
WILLOW AT SOUTH 3RD
JESSAMINE AT SOUTH 3RD
JESSAMINE AT S RICE
LAUREL AT S RICE
PINE AT S AVENUE B
PINE AT NEW CASTLE
VALERIE AT S AVENUE B
HOLLY AT S AVENUE B
HOLLY AT NEW CASTLE
BISSONNET AT IH 610 NBFR
BISSONNET AT IH 610 SBFR
EVERGREEN AT IH 610 NBFR
EVERGREEN AT IH 610 SBFR
FOURNACE AT IH 610 NBFR
FOURNACE AT IH 610 SBFR
FOURNACE PL
ELM ST
BISSONNET ST
BELLAIRE BLVD
LINDEN ST
LAUREL ST
WILLOW ST
JESSAMINE ST
EVERGREEN ST
VALERIE ST
MAPLE ST
BEECHNUT ST
PINE ST
HOLLY ST
CHIMNEY ROCK RD
FERRIS DR
S RICE AVE
S 3 RD
S 2 ND
WEST LOOP S SBFR
WEST LOOP S NBFR
S AVENUE B
NEWCASTLE ST
FIGURE B
ROADWAY & INTERSECTION
TRAFFIC COUNTS
AM PEAK
(NOT TO SCALE)
EPIC TRANSPORTATION GROUP, LP


IH 610 SBFR AT BELLAIRE
IH 610 NBFR AT BELLAIRE
IH 610 SBFR AT LINDEN
IH 610 SBFR AT LAUREL
IH 610 SBFR AT WILLOW
S 2 ND AT LINDEN
S 2 ND AT LAUREL
S 2 ND AT WILLOW
BEECHNUT AT CHIMNEY ROCK
BEECHNUT AT IH 610 NBFR
BEECHNUT AT IH 610 SBFR
VALERIE AT S RICE
BEECHNUT AT S RICE
EVERGREEN AT CHIMNEY ROCK
EVERGREEN AT S RICE
FERRIS AT VALERIE
MAPLE AT FERRIS
MAPLE AT S RICE
LINDEN AT SOUTH 3RD
LINDEN AT SOUTH RICE
LAUREL AT SOUTH 3RD
WILLOW AT SOUTH 3RD
JESSAMINE AT SOUTH 3RD
JESSAMINE AT S RICE
LAUREL AT S RICE
PINE AT S AVENUE B
PINE AT NEW CASTLE
VALERIE AT S AVENUE B
HOLLY AT S AVENUE B
HOLLY AT NEW CASTLE
BISSONNET AT IH 610 NBFR
BISSONNET AT IH 610 SBFR
EVERGREEN AT IH 610 NBFR
EVERGREEN AT IH 610 SBFR
FOURNACE AT IH 610 NBFR
FOURNACE AT IH 610 SBFR
FOURNACE PL
BISSONNET ST
ELM ST
BELLAIRE BLVD
LINDEN ST
LAUREL ST
WILLOW ST
JESSAMINE ST
EVERGREEN ST
S 3 RD
S 2 ND
NEW CASTLE ST
WEST LOOP S SBFR
PINE ST
VALERIE ST
HOLLY ST
MAPLE ST
CHIMNEY ROCK RD
FERRIS DR
S RICE AVE
WEST LOOP S NBFR
S AVENUE B
BEECHNUT ST
FIGURE C
ROADWAY & INTERSECTION
TRAFFIC COUNTS
PM PEAK
(NOT TO SCALE)
EPIC TRANSPORTATION GROUP, LP

11/11/2015
...\Crash Hot Spots fig 5.dgn



LEGEND

- 1
- 2-3
- 4-5
- 6-9
- 10-14
- >14
- SIGNALIZED INTERSECTION

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	Mapleridge	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	Pine	1	No
West Loop S	Pine	2	No	S Rice	Valerie	1	No
Bellaire	Mctighe	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	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

EPIC TRANSPORTATION GROUP, LP
Engineering • Planning • Infrastructure • Construction

FIGURE D
CRASH HOT SPOTS
(2012 - 2014)
CITY OF BELLAIRE

DRAWING SCALE

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)	• Obstruction in or too close to roadway	• Field observation to locate obstructions	• Delineation / reflectorize safety hardware • Remove/relocate obstacles • Install breakaway features to light poles, sign • Protect objects with guardrail • Install crash cushions
	• Inadequate lighting	• Check illumination	• Improve roadway lighting
	• Inadequate pavement markings	• Review pavement markings	• Install reflectorized pavement lines/raised markers
	• Inadequate signs, delineators and guardrails	• Review signs, delineators and guardrails	• Install reflectorized paint and/or reflectors on the fixed object • Add special signing • Upgrade barrier system
	• Inadequate road design	• Check roadside shoulders and maintenance • Check Superelevation • Perform ball-bank study	• Install warning signs/delineators • Improve alignment/upgrade • Proved proper Superelevation • Provide wider lanes
	• Slipper surface	• Check skid resistance • Check for adequate drainage • Perform spot speed study	• 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)	• Restricted sight distance	• Field observation for sight obstructions • Check roadway illumination • Perform spot speed study	• 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	• Install signals (see TMUTCD)
	• High approach speed	• Perform spot speed study	• 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	• Poor visibility of signals	• Review existing signals and placement • Field observation for sight obstructions • Perform spot speed study	• 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
	• Inadequate signal timing	• Volume count on all approaches • Review signal timing	• 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 sigh 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 sign obstructions

Table B. Accident Type, Possible Cause and Safety Enhancement

Accident Type	Possible Cause	Possible Study	Safety Enhancement
Collisions with oarked 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
	• Roadway design inadequate for traffic conditions	• Check roadside shoulders and road maintenance • Check Superelevation • Perform ball-bank study	• Install/improve traffic barriers • 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)	• Limited sight distance	• Check sight distance	• Remove sight obstructions • Install/improve pedestrian crossing signs and markings • Reroute pedestrian paths
	• Inadequate protection	• Check existing protection	• Add pedestrian refuge islands
	• Inadequate signals / signs	• Review signal/signs	• Install/upgrade signals/signs
	• Inadequate signal phasing	• Review signal phasing	• Change timing of pedestrian phase • Add pedestrian 'WALK' phase
	• Inadequate pavement markings	• Review pavement markings	• Supplement markings with signing • Upgrade pavement markings
	• Inadequate lighting	• Check roadway illumination	• Improve lighting
	• Driver has inadequate warning of frequent mid- block crossings	• Review existing parking • Perform spot speed study	• Prohibit parking • Install warning signs • Reduce speed limit if justified by spot speed study • Install pedestrian barriers
	• Lack of crossing opportunity	• Perform gap study	• Install traffic/pedestrian signals • Install pedestrian crosswalk and signs
	• Excessive vehicle speed	• Perform spot speed study	• Reduce speed limits • Install proper warning signs
	• Pedestrians/bicycles on roadway	• Review existence of sidewalks	• Eliminate roadside obstruction • Install curb signs • Install sidewalks • Install bike lanes/paths
	• Long distance to nearest crosswalk	• Check distance and travel time to nearest crosswalk	• Install pedestrian crosswalk • Install pedestrian actuated signals
	• Sidewalk to close to traveled way	• Review existing sidewalks	• Move sidewalk laterally away from roadway
	• School crossing area	• 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	• Establish safe route and awareness program • Use school crossing guards • Install crosswalks and traffic signals

LEGEND:
CURRENT BIKEWAYS (COH):
SIGNED BIKE ROUTE
BIKE LANE
SHARED USED PATHS
FUTURE BIKEWAYS (COH):
ON STREET
EXISTING BIKEWAYS (CITY OF BELLAIRE):
PATHWAY
BIKE ROUTE
PROPOSED BIKEWAYS:
BIKE AND PEDESTRIAN ROUTE
CROSSVIEW DR
PAGEWOOD LN
DUNVALE RD
WESTPARK DR
HILLCROFT AVE
HARWIN DR
STONEY BROOK DR
REGENCY SQUARE BLVD
SOUTHWEST FREEWAY
REMS RD
BELLERIVE DR
MARINETTE DR
TOM A SHANTER LN
FONDREN RD
CLAREWOOD DR
HIGHSTAR DR
ROCKIN ST
WESTWARD ST
GULFTON ST
ELM ST
CLAREWOOD
ALDER DR
CHETWOOD DR
ROYALTON ST
S RICE AVE
GLENMONT DR
PIN OAK PRK
OAKDALE DR
WESLAYAN ST
WAKEFOREST ST
N AVENUE B
NEWCASTLE ST
MULBERRY LN
SOUTHERN PACIFIC RAILROAD
FERRIS DR
BELLAIRE BLVD
TEAS ST
GRAMERCY ST
MORNINGSIDE DR
GREENBRIAR DR
MAIN ST
S BRAESWOOD BLVD
OLD SPANISH TRL
JANE ST
JONATHON ST
LULA ST
JIM W ST
S AVENUE B
JESSAMINE ST
JESSAMINE ST
SCRIBNER RD
BRAEWICK DR
BINTLIFF DR
SHARPVIEW DR
EVERGREEN ST
BISSONNET ST
RENWICK DR
CHIMNEY ROCK RD
S RICE AVE
BIRCH ST
PINE ST
HOLLY ST
MAPLE ST
MIMOSA DR
BALDWIN AVE
VIVIAN ST
VALERIE ST
DOROTHY ST
N BRAESWOOD BLVD
BEECHNUT ST
BRAESMONT DR
HILLCROFT ST
IH 610
FRANKWAY DR
STELLA LINK RD
BUFFALO SPDWY
KIRBY DR
IH 610
EPIC TRANSPORTATION GROUP, LP
FIGURE E
BIKEWAY PLAN
DRAWING SCALE
NOT TO SCALE

CITY OF BELLAIRE
TRAFFIC ENGINEERING STUDY
YEAR 2015

EPIC TRANSPORTATION GROUP, LP

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

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

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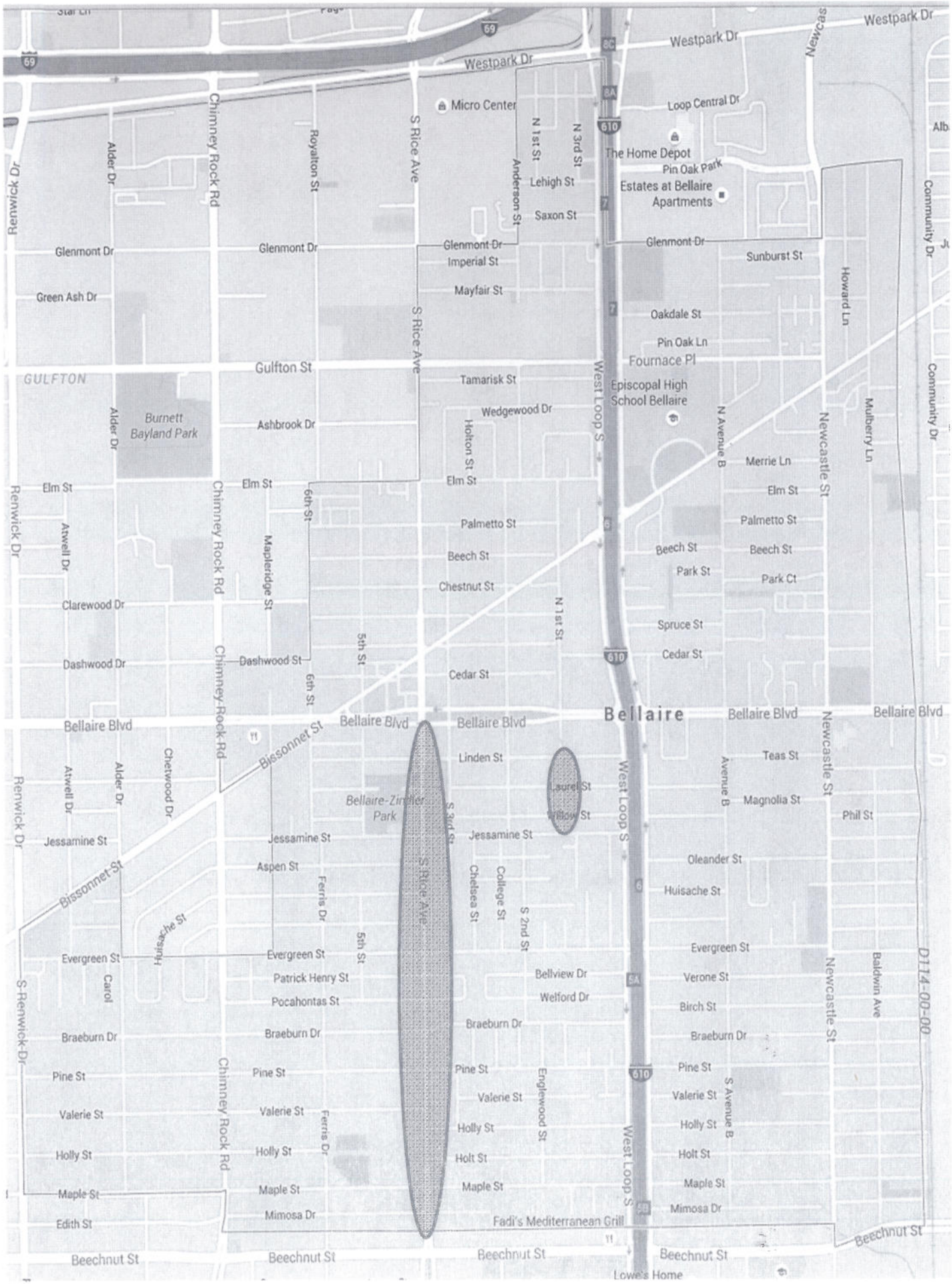
Westpark Dr
Micro Center
Loop Central Dr
The Home Depot
Pin Oak Park
Estates at Bellaire Apartments
Lehigh St
Saxon St
Glenmont Dr
Imperial St
Mayfair St
Sunburst St
Oakdale St
Pin Oak Ln
Fournace Pl
Episcopal High School Bellaire
Gulfton St
GULFTON
Burnett Bayland Park
Tamarisk St
Wedgewood Dr
Ashbrook Dr
Merrie Ln
Elm St
Palmetto St
Beech St
Park St
Park Ct
Chestnut St
Spruce St
Cedar St
Clarewood Dr
Dashwood Dr
Bellaire Blvd
Bellaire
Teas St
Magnolia St
Phil St
Linden St
Laurel St
Willow St
Bellaire-Zindler Park
Jessamine St
Aspen St
Oleander St
Huisache St
Evergreen St
Patrick Henry St
Pocahontas St
Bellview Dr
Welford Dr
Verone St
Birch St
Braeburn Dr
Pine St
Valerie St
Holly St
Holt St
Maple St
Mimosa Dr
Edith St
Fadi's Mediterranean Grill
Beechnut St
Lowe's Home
Bissonnet St
Chimney Rock Rd
Renwick Dr
S Renwick Dr
Alder Dr
Atwell Dr
Carol
Chetwood Dr
Royalton St
S Rice Ave
Anderson St
N 1st St
N 3rd St
Holton St
6th St
5th St
Mapleridge St
Ferris Dr
Huisache St
S 3rd St
Chelsea St
College St
S 2nd St
Englewood St
West Loop S
N Avenue B
S Avenue B
Newcastle St
Howard Ln
Mulberry Ln
Community Dr
Baldwin Ave
D114-00-00

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

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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.

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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	Evergeen (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	Restipe	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

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Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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			
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 Glemont				
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

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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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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		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

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

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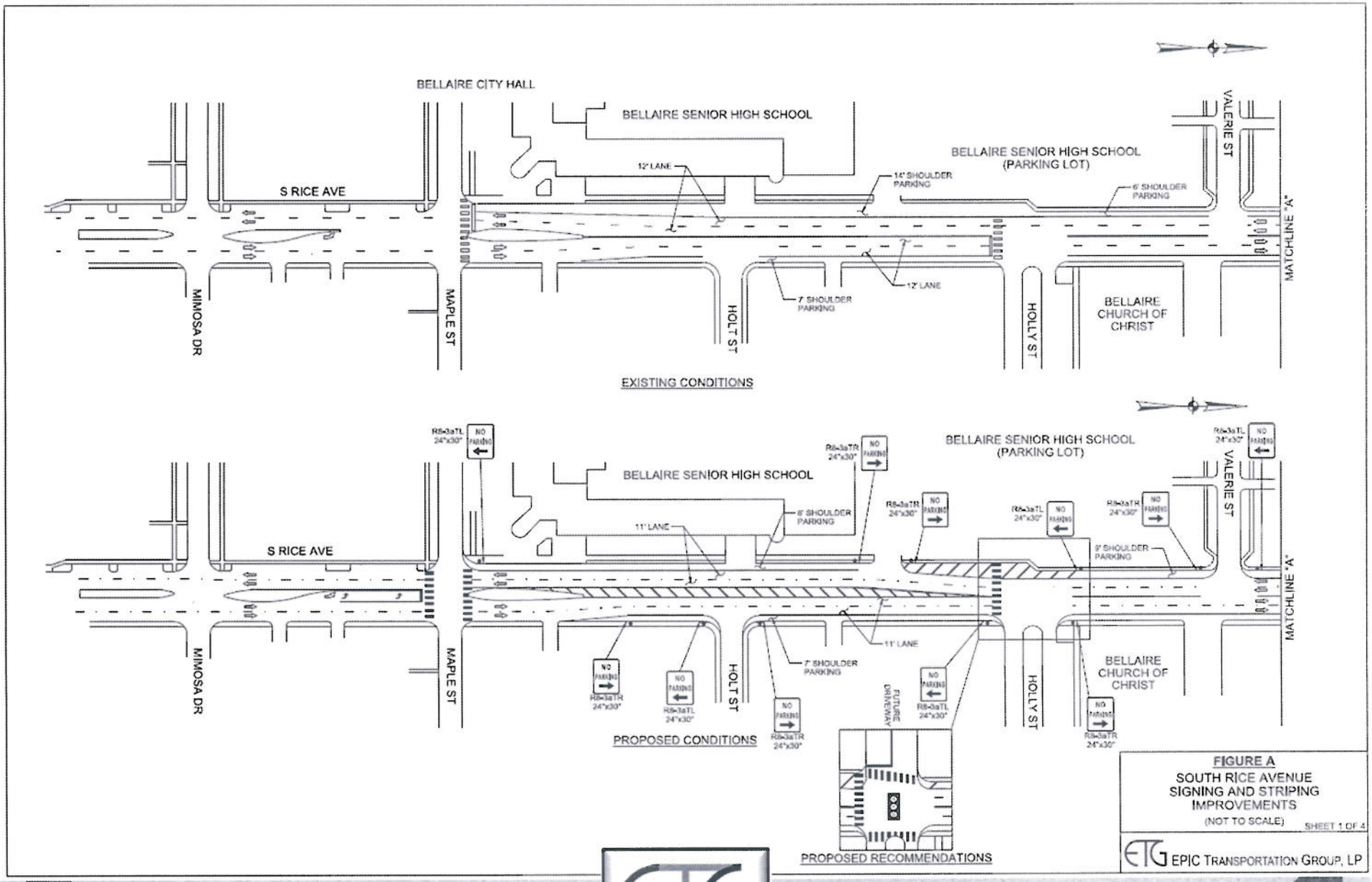

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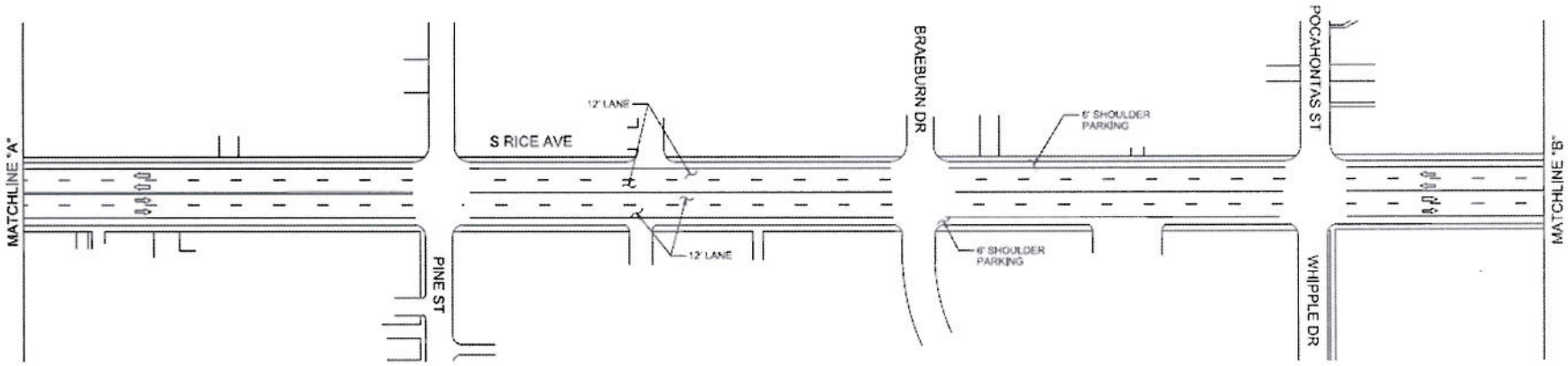
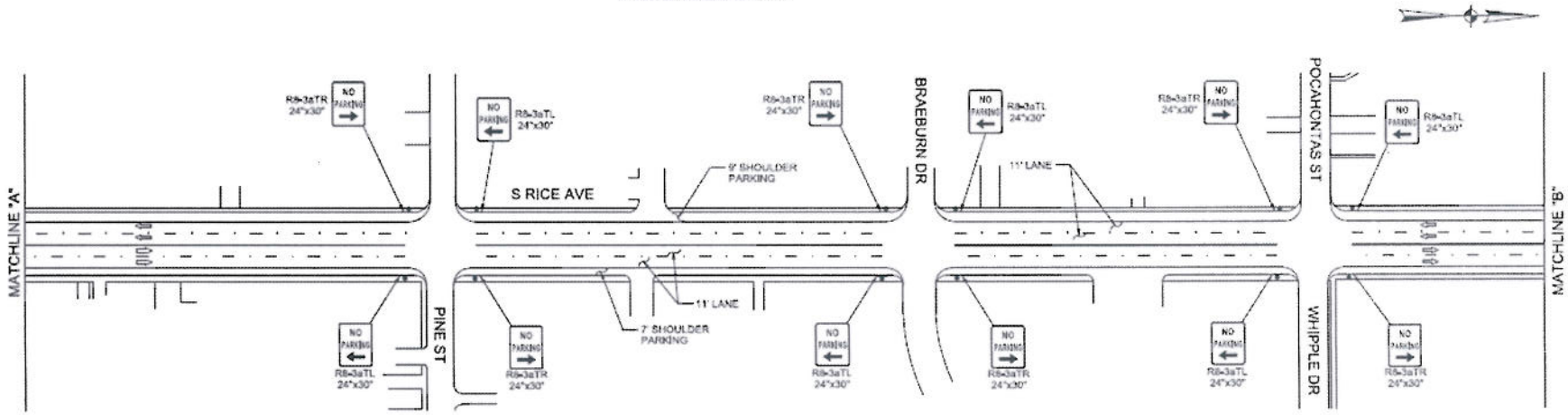


EXISTING CONDITIONS



PROPOSED CONDITIONS

FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)
SHEET 2 OF 4

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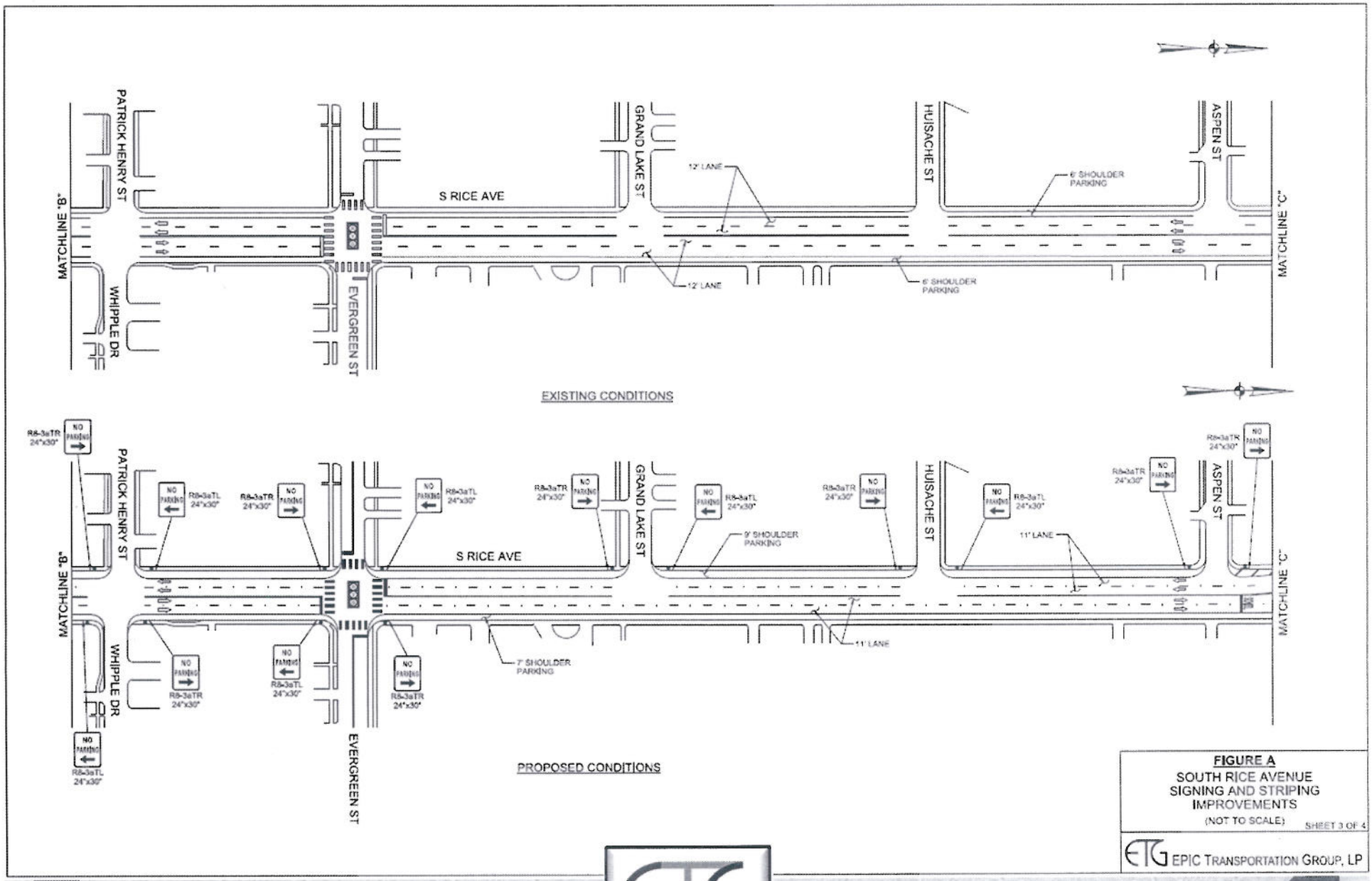

FIGURE A
SOUTH RICE AVENUE
SIGNING AND STRIPING
IMPROVEMENTS
(NOT TO SCALE)
SHEET 3 OF 4

EPIC TRANSPORTATION GROUP, LP

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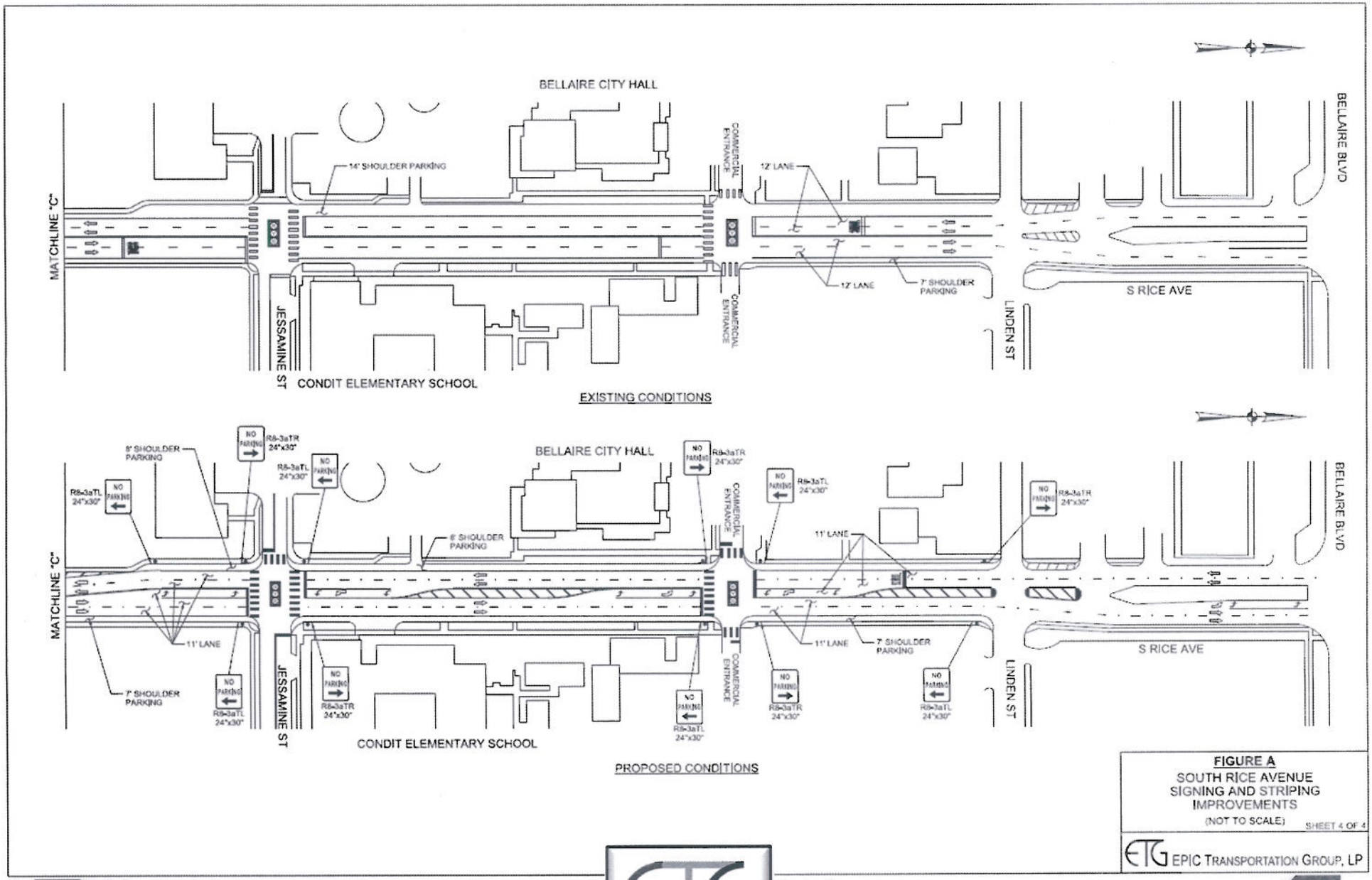

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SIGNALIZED INTERSECTIONS

- **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.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

TABLE B

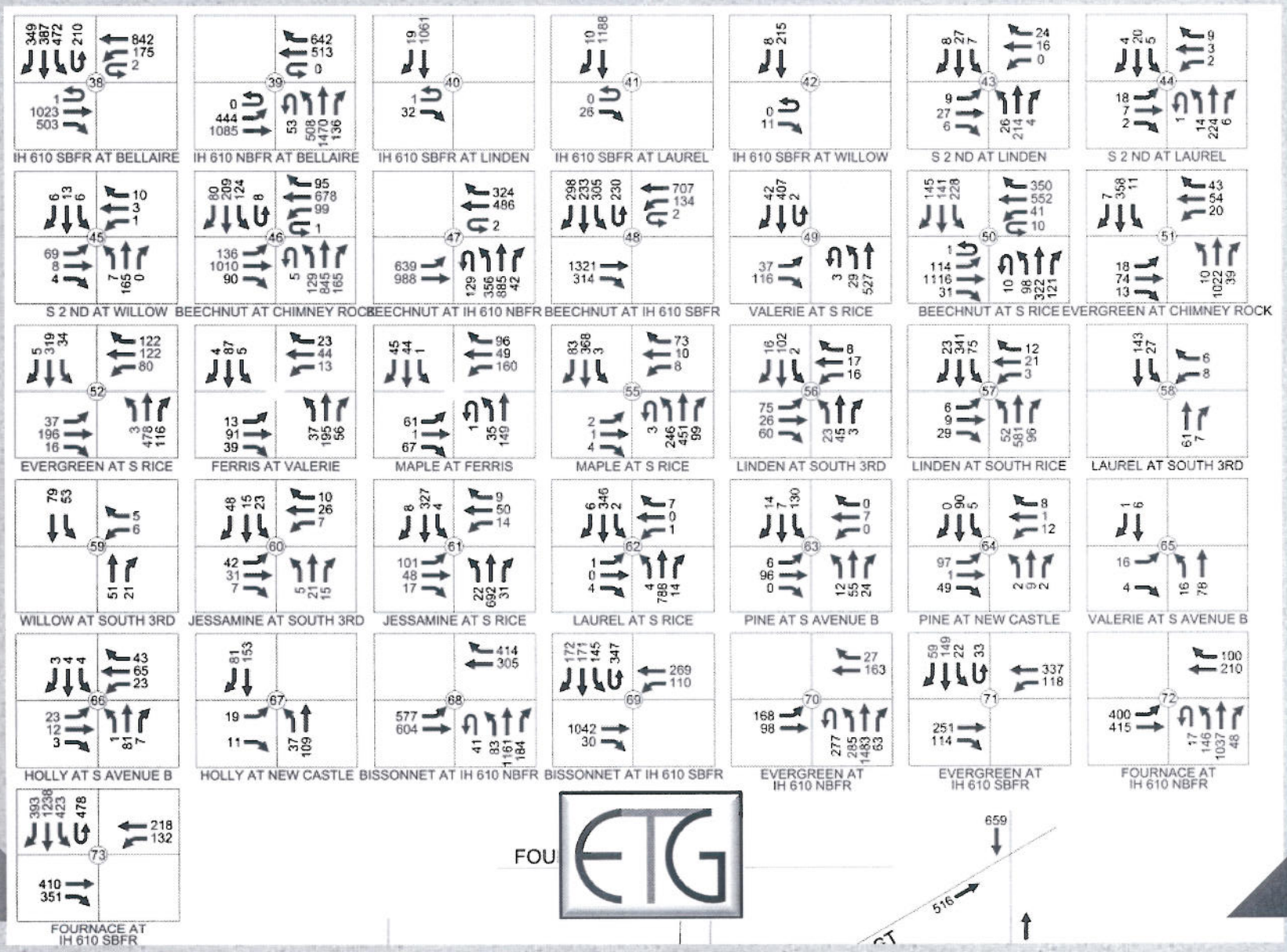
#	Signalized Intersection	Optimize Signal Timing (once every two years)	Reconstruct Island and Signal	Replace Signal	New Signal	Install Back Plates	Install Intersection Lighting	Install or Reconstruct Wheel Chair Ramps/Pads	Install ADA Compliant Accessible Pedestrian Push Buttons & Count-down type Pedestrian Signals	Install ADAAG Detectable Warning Surface
									See General Comment	
1	Bissonnet at Bellaire	Yes						Yes		
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 Glemont	COH							COH	COH
12	S Rice at Fournace Pl	COH		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

ETG

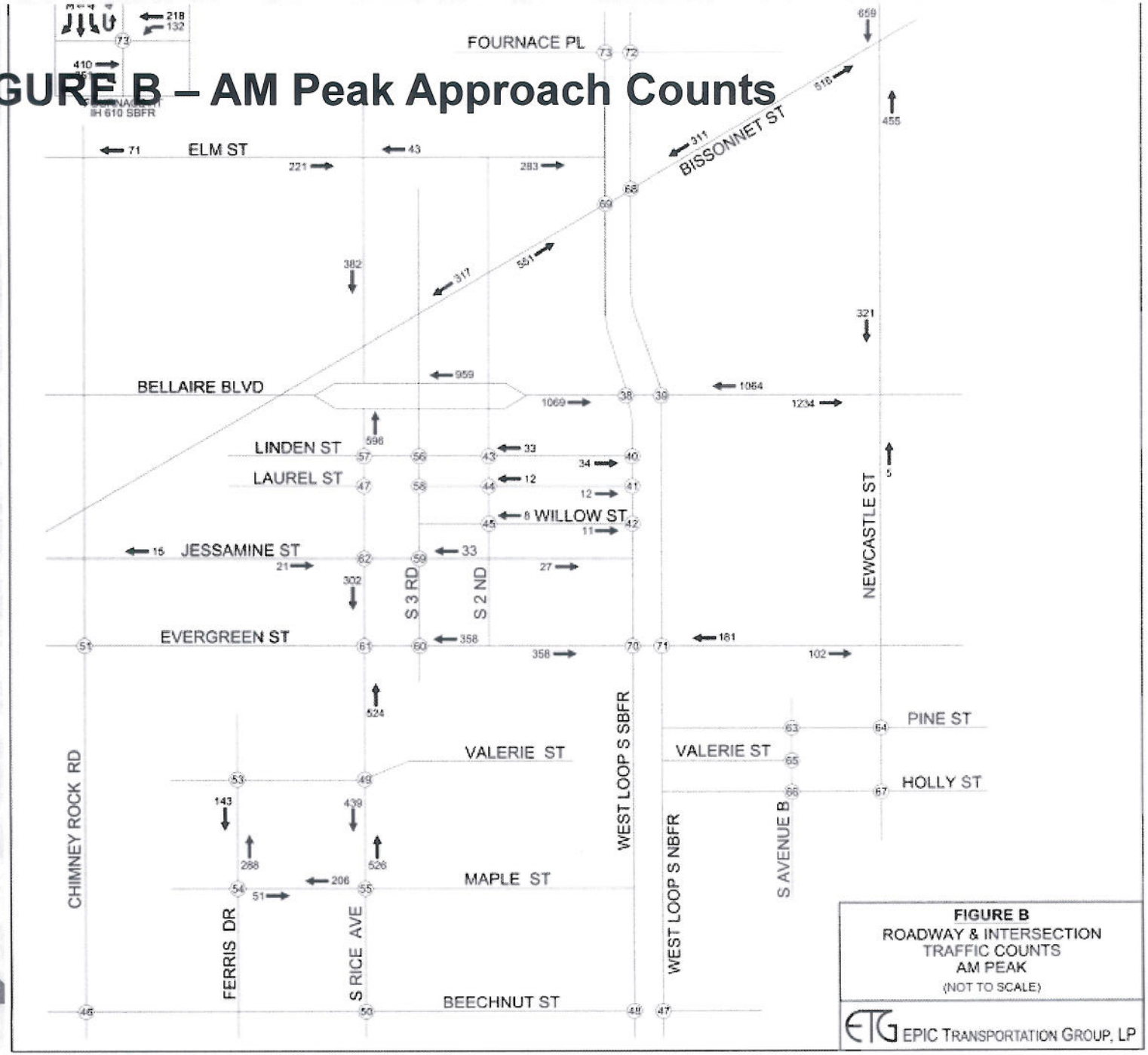
Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

FIGURE B – AM Peak TMCs



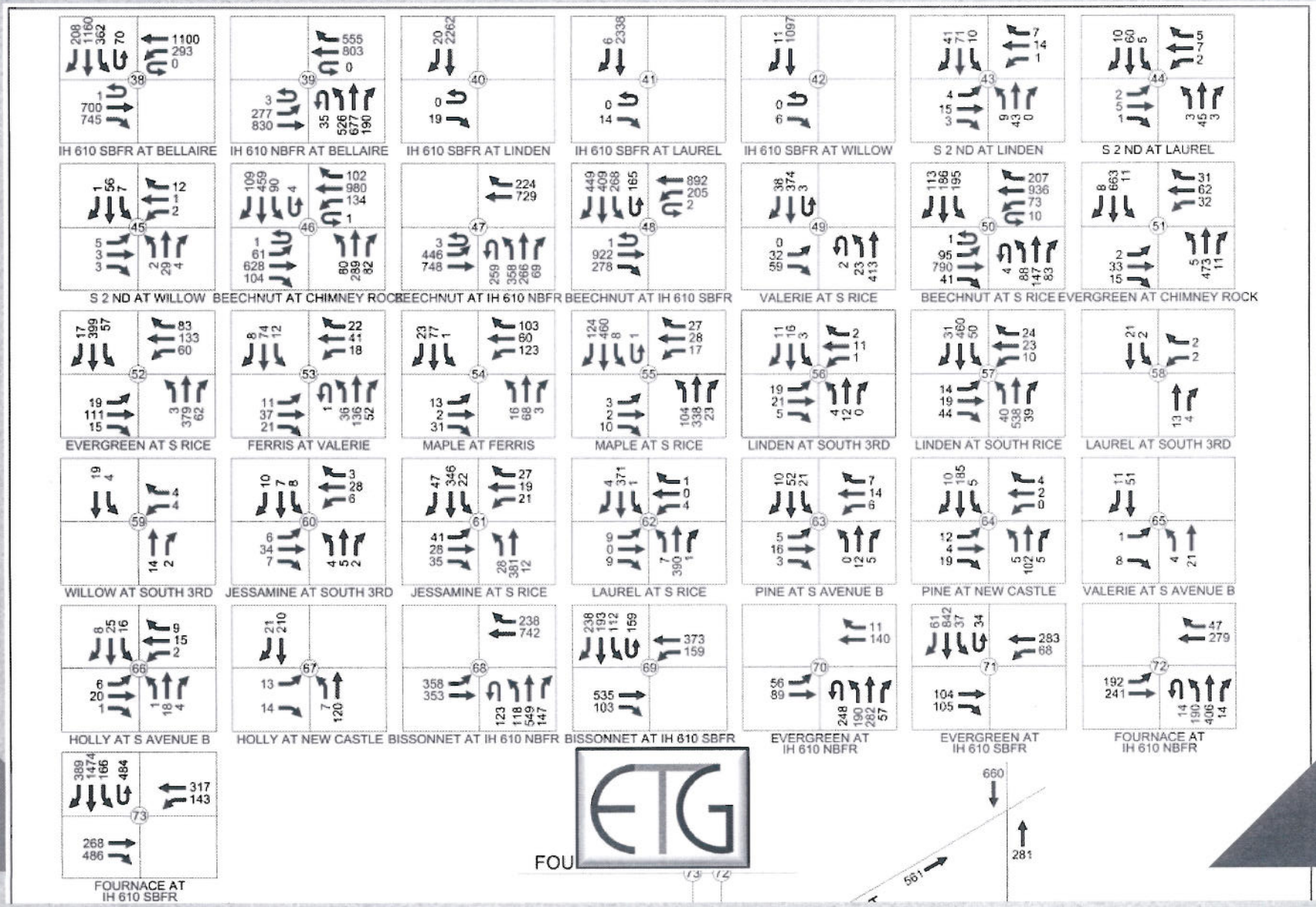
Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

FIGURE B – AM Peak Approach Counts



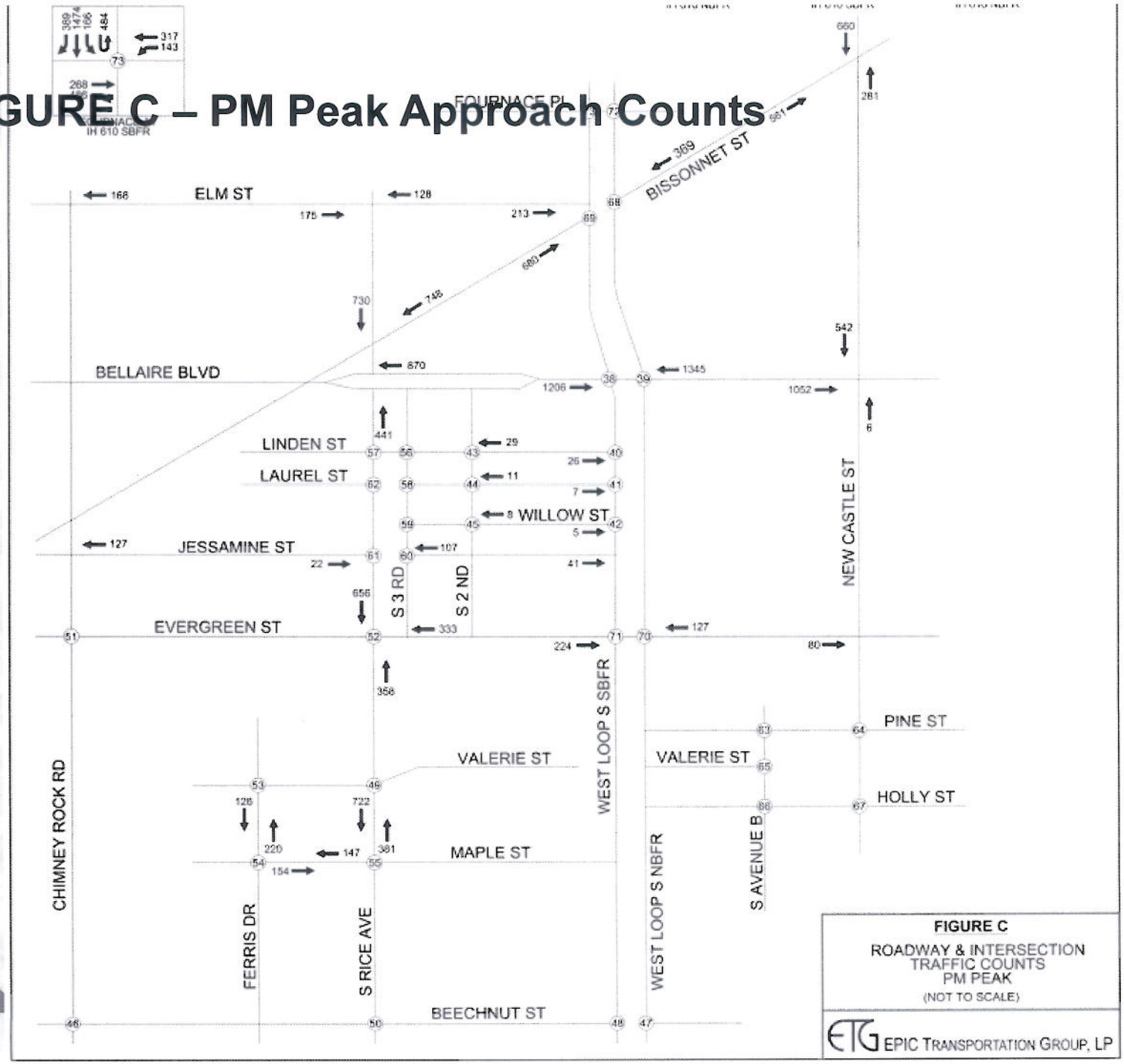
Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

FIGURE C – PM Peak TMCs



Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

FIGURE C – PM Peak Approach Counts



Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

SAFETY – CRASH DATA

Roadway crash rates for 100 million vehicle miles traveled (100 MVMT) (R = C x 100,000,000/V x 365 x L x 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.

ETG

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

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TABLE D – Crashes at Intersections

Major Street	Cross Street	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

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TABLE E– Safety Enhancemen

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	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	Improve roadway lighting
	Inadequate pavement markings	Review pavement markings	Install reflectorized pavement lines/raised markers
	Inadequate signs, delineators and guardrails	Review signs, delineators and guardrails	Install reflectorized paint and/or reflectors on the fixed object Add special signing Upgrade barrier system
	Inadequate road design	Check roadside shoulders and maintenance Check Superelevation Perform ball-bank study	Install warning signs/delineators Improve alignment/upgrade Proved proper Superelevation Provide wider lanes
	Slipper surface	Check skid resistance Check for adequate drainage Perform spot speed study	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)	Restricted sight distance	Field observation for sight obstructions Check roadway illumination Perform spot speed study	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	Install signals (see TMUTCD)
	High approach speed	Perform spot speed study	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	Poor visibility of signals	Review existing signals and placement Field observation for sight obstructions Perform spot speed study	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
	Inadequate signal timing	Volume count on all approaches Review signal timing	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

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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.

ETG

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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.

ETG

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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.

ETG

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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 Newcastle; and Beechnut (COH) from Renwick to Newcastle.

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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.

ETG

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

SCHEDULED
ORDINANCE (ID # 1740)

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

City of Bellaire

Hosted Telephone Services Report

Presented by: Larry Parks, Director of Information Technology

December 7, 2015

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

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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

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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

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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

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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

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Hosted Telephone Service Cost

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

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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

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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

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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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ORDINANCE (ID # 1753)

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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)

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 15-073

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:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Dr. Philip L. Nauert
Mayor

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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-____

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

CLERK OF COMMISSIONERS COURT

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

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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.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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]

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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 _____ day of NOV 10 2015 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

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

HARRIS COUNTY

By Ed Emmett
ED EMMETT
County Judge

ATTEST:

_____
TRACY DUTTON
City Clerk

CITY OF BELLAIRE

By _____
PHIL NAUERT, DDS
Mayor

APPROVED AS TO FORM:

_____
ALAN PETROV
City Attorney

COUNTERSIGNED:

_____
LINDA SYMANK
Chief Financial Officer

Countersignature Date: _____

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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	County Judge
El Franco Lee	Commissioner, Precinct No. 1
Jack Morman	Commissioner, Precinct No. 2
Steve Radack	Commissioner, Precinct No. 3
R. Jack Cagle	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:

	Yes	No	Abstain
Judge Ed Emmett	☐	☐	☐
Comm. El Franco Lee	☐	☐	☐
Comm. Jack Morman	☐	☐	☐
Comm. Steve Radack	☐	☐	☐
Comm. R. Jack Cagle	☐	☐	☐

Vote of the Court:

	Yes	No	Abst
Judge Emmett	☒	☐	☐
Comm. Lee	☒	☐	☐
Comm. Morman	☒	☐	☐
Comm. Radack	☒	☐	☐
Comm. Cagle	☒	☐	☐

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.____

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ACTION ITEM (ID # 1689)

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

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

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~~ planning~~and 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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

~~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.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ACTION ITEM (ID # 1757)

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

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Roman F. Reed, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

Mayor and Council
7008 S. Rice Avenue
Bellaire, TX 77401

ADOPTED
ACTION ITEM (ID # 1745)

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

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

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

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

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.

Citizens For A Beautiful Bellaire

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, frquency 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

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		

CODE OF ORDINANCES CITY OF BELLAIRE, TEXAS

Published in 2006 by Order of the City Council

ARTICLE II. - THE COUNCIL

Sec. 5. - Mayor Pro Tempore.

The City Council shall elect a Mayor Pro Tempore, who shall act as, and have all the powers of the Mayor during the absence or disability of the Mayor, and if a vacancy should occur in the office of Mayor, shall become Mayor until the next regular election, at which election a Mayor shall be elected to fill the full or unexpired term, as the case may be.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 14-001

AN ORDINANCE ELECTING A MAYOR PRO TEMPORE FOR THE CITY OF BELLAIRE, TEXAS, FOR A TERM COMMENCING JANUARY 27, 2014, AND EXPIRING JANUARY 4, 2016, IN ACCORDANCE WITH *ARTICLE II, THE COUNCIL, SECTION 5, MAYOR PRO TEMPORE,* OF THE *CHARTER OF THE CITY OF BELLAIRE, TEXAS,* AS AMENDED NOVEMBER 7, 2006, AND REPEALING ANY PRIOR ORDINANCES CONFLICTING THEREWITH.

WHEREAS, *Article II, The Council, Section 5, Mayor Pro Tempore,* of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006, provides that the City Council of the City of Bellaire, Texas, shall elect a Mayor Pro Tempore who shall act and have all of the powers of the Mayor during the absence or disability of the Mayor; and

WHEREAS, the City Council of the City of Bellaire, Texas, has met and elected a Mayor Pro Tempore in accordance with the provisions of *Article II, The Council, Section 5, Mayor Pro Tempore,* of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006; **NOW, THEREFORE,**

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

1. **THAT** the recitals contained herein are true and correct.

2. **THAT Amanda B. Nathan, Councilman – Position No. 6,** is hereby elected as Mayor Pro Tempore of the City of Bellaire, Texas, to serve in accordance with the provisions of *Article II, The Council, Section 5, Mayor Pro*

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Tempore, of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006, for a term commencing January 27, 2014, and expiring January 4, 2016.

3. **THAT** any and all ordinances that may be in conflict with this Ordinance are hereby repealed.

4. **THAT** this Ordinance shall be effective immediately upon its adoption.

PASSED and **ADOPTED** this 27th day of January, 2014.

(SEAL)

CITY OF BELLAIRE TEXAS

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Philip L. Nauert
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 16-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, ELECTING A MAYOR PRO TEMPORE FOR THE CITY OF BELLAIRE, TEXAS, FOR A TERM COMMENCING JANUARY 4, 2016, AND EXPIRING JANUARY 8, 2018, IN ACCORDANCE WITH *ARTICLE II, THE COUNCIL, SECTION 5, MAYOR PRO TEMPORE,* OF THE *CHARTER OF THE CITY OF BELLAIRE, TEXAS,* AS AMENDED NOVEMBER 7, 2006, AND REPEALING ANY PRIOR ORDINANCES CONFLICTING THEREWITH.

WHEREAS, *Article II, The Council, Section 5, Mayor Pro Tempore,* of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006, provides that the City Council of the City of Bellaire, Texas, shall elect a Mayor Pro Tempore who shall act and have all of the powers of the Mayor during the absence or disability of the Mayor; and

WHEREAS, the City Council of the City of Bellaire, Texas, has met and elected a Mayor Pro Tempore in accordance with the provisions of *Article II, The Council, Section 5, Mayor Pro Tempore,* of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006; **NOW, THEREFORE,**

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

1. **THAT** the recitals contained herein are true and correct.

2. **THAT _____, Councilman—Position No. _____,** is hereby elected as Mayor Pro Tempore of the City of Bellaire, Texas, to serve in accordance with the provisions of *Article II, The Council, Section 5, Mayor*

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Pro Tempore, of the *Charter of the City of Bellaire, Texas,* as amended November 7, 2006, for a term commencing January 4, 2016, and expiring January 8, 2018.

3. **THAT** any and all ordinances that may be in conflict with this Ordinance are hereby repealed.

4. **THAT** this Ordinance shall be effective immediately upon its adoption.

PASSED, APPROVED, and **ADOPTED** this 4th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 16-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING _____ TO SERVE AS THE CITIZEN APPOINTEE TO THE AUDIT FINANCE BOARD OF THE CITY OF BELLAIRE, TEXAS, FOR A ONE-YEAR TERM COMMENCING ON FEBRUARY 1, 2016, AND ENDING ON JANUARY 31, 2017.

WHEREAS, in November of 1998, the City Council of the City of Bellaire, Texas ("City Council"), by unanimous action, established an Audit Finance Committee consisting of three (3) members of the City Council (appointed by the Mayor), as well as the City Manager and Chief Financial Officer of the City of Bellaire, Texas, as non-voting members, for the purpose of advising the City Council concerning the audits of the City of Bellaire, Texas; and

WHEREAS, on September 9, 2002, the City Council formally established the Audit Finance Committee by Ordinance No. 02-051; and

WHEREAS, on August 20, 2012, based, in part, on recommendations submitted by the City's Sunset Review Committee, the City Council adopted Ordinance No. 12-038, which amended Chapter 2, Administration, Article VII, Boards and Commissions, of the Code of Ordinances of the City of Bellaire, Texas. Once such recommendation related to a change in the name of the Audit Finance Committee to "Audit Finance Board" and a change in the membership of the Audit Finance Board, resulting in the addition of one (1) citizen appointee with financial and/or audit experience to be appointed by the City Council for a one-year term; and

WHEREAS, the term of the current citizen appointee to the Audit Finance Board, Patricia D. (Pat) Lunn, CPA, will expire on January 31, 2016; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named person as the citizen appointee to the Audit Finance Board for a term of one (1) year commencing on February 1, 2016, and ending on January 31, 2017; **NOW, THEREFORE,**

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

1. The recitals set forth hereinabove are true and correct.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

2. _____ is hereby appointed as the citizen appointee of the Audit Finance Board for a term of one (1) year commencing on February 1, 2016, and ending on January 31, 2017.

3. The appointment set forth herein shall be effective as of February 1, 2016, and such newly appointed person shall be installed at the first meeting of the Audit Finance Board following the effective date of the appointment herein.

PASSED, APPROVED, and **ADOPTED** this 4th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

ORDINANCE NO. 16-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, TEMPORARILY SUSPENDING THE APPLICATION OF CHAPTER 27, STREETS, SIDEWALKS AND PUBLIC PLACES, ARTICLE V, PUBLIC PARKS, SECTION 27-95, CURFEW IMPOSED, SUBSECTION (A), OF THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS, FOR THE PURPOSE OF ALLOWING THE OPTIMIST CLUB OF BELLAIRE TO HOST THEIR ANNUAL BBQ FUNDRAISER IN THE PARKING LOT OF FELD PARK, 6406 AVENUE B, BELLAIRE, TEXAS 77401, FROM THURSDAY, FEBRUARY 4, 2016, THROUGH SUNDAY, FEBRUARY 7, 2016.

WHEREAS, the Optimist Club of Bellaire ("Optimists") desire to hold their annual BBQ Fundraiser in the parking lot of Feld Park, 6406 Avenue B, Bellaire, Texas, 77401, from Thursday, February 4, 2016, through Sunday, February 7, 2016; and

WHEREAS, in order for the Optimists to monitor the cooking of briskets and ribs overnight during their annual BBQ Fundraiser, the Optimists have, by letter dated December 18, 2015, requested a temporary suspension of the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, to extend the curfew in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, from 11:00 p.m. on Thursday, February 4, 2016, until 5:00 a.m. on Sunday, February 7, 2016, for said event; **NOW, THEREFORE,**

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

Section 1. The recitals set forth above are true and correct.

Section 2. Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, is hereby temporarily suspended for the Optimists' annual BBQ Fundraiser to be held in the parking lot of Feld Park, 6406 Avenue B, Bellaire, Texas 77401, from 11:00 p.m. on Thursday, February 4, 2016, until 5:00 a.m. on Sunday, February 7, 2016.

Section 3. Said temporary suspension of Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 5:00 a.m. on Sunday, February 7, 2016, in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, and said suspension shall not apply to any other person or activity.

Attachment: Ordinance for Optimist Club of Bellaire BBQ 011216 (1771 : Curfew Suspension at Feld Park for Fundraiser)

Section 4. Said suspension of Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 5:00 a.m. on Sunday, February 7, 2016, in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, at which time said section and chapter of the Code of Ordinances of the City of Bellaire, Texas, shall be fully reinstated as if never suspended.

PASSED, APPROVED, and **ADOPTED** this, the 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: Ordinance for Optimist Club of Bellaire BBQ 011216 (1771 : Curfew Suspension at Feld Park for Fundraiser)

December 18, 2015

Mayor Andrew Friedberg and City Council members
City of Bellaire
7008 Rice Ave.
Bellaire, TX 77 401

Dear Mayor Friedberg and City Council members:

The Optimist Club of Bellaire is hoping to host their annual BBQ Fundraiser for the dates February 4 - February 7 in the parking lot of Feld Park. For years, our organization has averaged the sale of 500-600 briskets and ribs to many supporters of Optimist Club of Bellaire, with the support of the City of Bellaire. Many of our members, both past and present, have been very involved in the support of City of Bellaire programs such as board members, referees and coaches of adult softball, Little League baseball and soccer.

In order for this event to take place, we are asking Council for permission to extend the curfew in Feld Park over the nights of February 4, 5, and 6. We would greatly appreciate your consideration in suspending the curfew ordinance for this event to allow our volunteers to stay overnight as they monitor the cooking briskets and ribs.

Thank you so very much for your support and consideration in this matter for the interest of Optimist Club of Bellaire and the recipients of the Optimist Club scholarships.

Respectfully submitted,

Jason Flores
President
Optimist Club of Bellaire

RESOLUTION NO. 16-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL/TEXPOOL *PRIME*), WITHDRAWING FUNDS FROM TEXPOOL, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), Location Number 78443, is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act;* and

WHEREAS, the Texas Local Government Investment Pool (TexPool/TexPool *Prime*), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act;* **NOW, THEREFORE,**

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

Attachment: Amending Representatives for TexPool - 2016 (1775 : Amend TEXPOOL Authorized Representatives)

A. **THAT** effective on January 25th, 2016 the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool/TexPool *Prime* and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. **THAT** an Authorized Representative of the Participant may be deleted by a written instrument signed by all remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool/TexPool *Prime* account or (2) is no longer employed by the Participant.

C. **THAT** the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

D. **THAT** the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexPool Participant Services, are as follows:

1. **Name:** **Paul A. Hofmann**
Title: **City Manager**

Signature: _____
Phone Number: **(713) 662-8228**

2. **Name:** **William Mize**
Title: **Accounting Manager**

Signature: _____
Phone Number: **(713) 662-8261**

E. **THAT** the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement is:

Name:	**William Mize**
Email Address:	**wmize@bellairetx.gov**
Fax Number:	**(713) 662-8264**

F. **THAT** this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation.

PASSED, APPROVED, and **ADOPTED** by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

RESOLUTION NO. 16-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXASTAR LOCAL GOVERNMENT INVESTMENT POOL (TEXASTAR), WITHDRAWING FUNDS FROM TEXASTAR, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act;* **NOW, THEREFORE,**

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

A. THAT effective January 25, 2016, the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexaSTAR and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

Attachment: Amending Representatives for TexSTAR - 2016 (1776 : Amend TexSTAR Authorized Representatives)

B. **THAT** the Participant may by Amending Resolution signed by the Participant add or remove an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

C. **THAT** the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexaSTAR, are as follows:

1. **Name:** **Paul A. Hofmann**
Title: **City Manager**

Signature: _____
Phone Number: **(713) 662-8228**

2. **Name:** **William Mize**
Title: **Accounting Manager**

Signature: _____
Phone Number: **(713) 662-8261**

D. **THAT** the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements is:

Name: **William Mize**
Email Address: **wmize@bellairetx.gov**
Fax Number: **(713) 662-8264**

E. **THAT** this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexaSTAR receives a copy of any such amendment or revocation.

PASSED, APPROVED, and **ADOPTED** by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: Amending Representatives for TexSTAR - 2016 (1776 : Amend TexSTAR Authorized Representatives)

RESOLUTION NO. 16-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXASTERM LOCAL GOVERNMENT INVESTMENT POOL (TEXASTERM), WITHDRAWING FUNDS FROM TEXASTERM, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act;* **NOW, THEREFORE,**

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

A. THAT effective January 25, 2016, the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexasTERM and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. **THAT** the Participant may by Amending Resolution signed by the Participant add or remove an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

C. **THAT** the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexasTERM, are as follows:

1. **Name:** **Paul A. Hofmann**
Title: **City Manager**

Signature: _____
Phone Number: **(713) 662-8228**

2. **Name:** **William Mize**
Title: **Accounting Manager**

Signature: _____
Phone Number: **(713) 662-8261**

D. **THAT** the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements is:

Name: **William Mize**
Email Address: **wmize@bellairetx.gov**
Fax Number: **(713) 662-8264**

E. **THAT** this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexasTERM receives a copy of any such amendment or revocation.

PASSED, APPROVED, and **ADOPTED** by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: TexTERM 2016 Resolution (1777 : Amend TexasTERM Authorized Representatives)

Attachment: Contract Amendment Proposal - Engineering Services - HDR - RB P5 (1798 : Change Order - HDR - RB P5)

ORDINANCE NO. 16-005

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPROVING AN AMENDMENT TO A CONTRACT AND AGREEMENT FOR ENGINEERING SERVICES BY AND BETWEEN HDR ENGINEERING, INC., AND THE CITY OF BELLAIRE, TEXAS, FOR ENGINEERING SERVICES ASSOCIATED WITH THE REBUILD BELLAIRE PHASE FIVE PAVING AND DRAINAGE IMPROVEMENTS PROJECT AND AUTHORIZING THE MAYOR OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE, FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, A CONTRACT AMENDMENT PROPOSAL WITH HDR FOR ADDITIONAL ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES.

WHEREAS, the City Council of the City of Bellaire, Texas, heretofore previously entered into a Contract and Agreement for Engineering Services (the "Contract") with HDR Engineering, Inc. ("HDR"), on May 20, 2013, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project (the "Project") in an amount not to exceed $1,564,812.00 (Ordinance No. 13-026); and

WHEREAS, the scope of the Project has increased since that time requiring additional engineering design and construction phase services; and

WHEREAS, HDR has proposed that the Contract should be increased in the amount of $125,000.00 for said additional engineering services and has prepared a contract amendment proposal for such purpose, in a form as attached hereto and marked Exhibit "A"; and

WHEREAS, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to enter into said contract amendment proposal with HDR; **NOW, THEREFORE,**

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

1. The recitals set forth hereinabove are true and correct.

2. The City Council of the City of Bellaire, Texas, hereby approves the contract amendment proposal, in a form as attached hereto and marked Exhibit "A," submitted by HDR for an increase in the amount of $125,000.00 to the Contract for engineering services associated with the Project.

3. The Mayor of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, said contract amendment proposal with HDR.

4. Upon execution of said contract amendment proposal, the total amount paid to HDR for engineering services associated with the Project will equal $1,689,812.00.

PASSED, APPROVED, and **ADOPTED** this 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

Attachment: Contract Amendment Proposal - Engineering Services - HDR - RB P5 (1798 : Change Order - HDR - RB P5)

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: Contract Amendment Proposal - Engineering Services - HDR - RB P5 (1798 : Change Order - HDR - RB P5)

January 20, 2016

Mr. Brant Gary
Director of Public Works
City of Bellaire
7009 S. Rice Avenue
Bellaire, Texas 77401

Re: Contract Amendment to HDR Contract with the City of Bellaire for Rebuild Bellaire Phase Five, dated May 20, 2013; Paving and Drainage Improvements; City of Bellaire, Texas

Dear Mr. Gary:

As requested, HDR is pleased to submit this contract amendment for the above referenced contract and the associated fee associated with the amendment. This amendment addresses fees associated with the Construction Phase of the project. This amendment is desired by the City so as to compensate HDR for additional work associated with scope increases on Phase 5.

The Phase 5 project was originally intended to be one construction contract to be constructed over a 14 month period. Fees in the above referenced project for Construction Observation and Construction Administration were generated based on a single design/bid construction contract and construction occurring over a 14 month period.

It was decided by the City to separate the single contract into two contracts, with one contract designated 5A to begin in March of 2015 and to be 17 months in duration. The second contract, designated as 5B is to begin in March of 2016 and to be 15 months in duration. Therefore, the total length of the Phase 5 project (which includes 5A and 5B) is to be 27 months with a 6 month overlap of construction schedules. Therefore, the overall length of time that construction observation services and construction administration services are to be performed has been increased from 14 months to 27 months. Also since there are now two contracts instead of one contract, the construction administrative services scope has increased.

hdrinc.com

4635 Southwest Freeway, Suite 1000
Houston, Texas 77027
T 713-622-9264 F 713-622-9265
Texas Registered Engineering Firm F-754

Attachment: Contract Amendment RB5 (1798 : Change Order - HDR - RB P5)

This contract amendment addresses:

The costs associated with splitting the construction packages from one package to two, which includes an additional bidding process and an additional Neighborhood Meeting.

The costs associated with additional Construction Administration services due to the additional construction contract. The tasks which need to be performed are the same as listed in the above referenced agreement which need to be performed on each construction contract (5A and 5B). We have adjusted hours on tasks where a duplication between 5A and 5B may occur.

The costs associated with Construction Observation increasing the overall construction period from 14 months to 27 months. It is estimated that a single site representative will be on site an average of 40 hours per week including when both 5A and 5B are under construction simultaneously.

The costs associated with the design of proposed 1,300 L.F. of 8 inch waterline and 42 service connections to the paving and drainage Plans for Imperial Street as requested by the City.

The costs associated with Texas Department and Licensing and Regulation Filing Fees (estimated TDLR Fees plus 10%) for required licensing for Americans with Disability Act review requirements.

HDR is including a credit for work which was anticipated in the original agreement but was eliminated. This is design work on Second Street, which was eliminated after the preliminary engineering was performed. It was determined that there was not sufficient capacity on Bellaire Blvd. and Bissonnet Street to accommodate the needs of the drainage system for Second St. An alternate design was discussed with City staff after the Preliminary Engineering was performed and it was determined to delete further design on Second Street until future provisions could be made to address the drainage concerns.

From Conversations with City staff, it is HDR's understanding that there are limiting budgetary concerns for additional work. As Bellaire is a long standing client of HDR's and whereas the City and HDR have developed an excellent relationship and whereas HDR desires to assist the City of Bellaire in its budget concerns, HDR is offering to help the City by offering reduced rates on the Construction Observation and Construction Administration portions of this contract modification. These adjustments are applicable to this Phase 5 project only and are not intended for future work on other projects.

In order to aid the City in its budgetary concerns regarding this project, HDR will adjust its charges for Construction Observation and Administration fees with rates reduced from our normal billing rates. Construction Observation will be billed hourly. Construction Administration tasks will be documented hourly, with the first $12,115 of effort billed as a lump sum, per this contract

Attachment: Contract Amendment RB5 (1798 : Change Order - HDR - RB P5)

modification. Construction Administration tasks that are performed beyond the initial $12,115 level of effort will be tracked and documented monthly on an hourly basis for future payment per this contract modification. This will be effective for hours charged after the execution of this contract modification. It should be understood that the hours estimated for these tasks are approximate and additional hours and fee may be required as the project progresses depending on need. We will coordinate carefully with City staff on the use of the designated time and fee. From our discussions with City staff they have asked us to economize in this manner.

It is anticipated that additional fees for the scope of work under Construction Administration will exceed the fees negotiated in this amendment. In recognition of this budgetary constraint, HDR will work in advance of dedicated funding for the additional Construction Administration requirements, as requested by the City. The City will pay for these additional services with any remaining project funds on hand (either Construction or Engineering Services) at Phase 5 Construction Project closeout. This will not apply to any additional pass through costs which may be necessary due to future project needs, such as additional materials testing, surveying, urban forester or any other special consultant needs or unique additional services requests which the City may desire that is beyond the standard Construction Administration duties. HDR reserves the right to request additional fees for additional services for non Construction Administration duties that may occur in the future.

The additional fees requested as part of this contract amendment are as follows:

Imperial Street Waterline Design (Lump Sum) $2,280.00
Splitting project in two, including Bidding process and Neighborhood Meeting (Lump Sum) $23,110

Construction Administration – Partial cost for additional Construction Administration at a reduced rate (lump sum) $12,115. Costs beyond this amount will be tracked, reported on a monthly basis, and paid at project completion based on actual work performed from any project funds(construction or engineering services) remaining after Phase 5 project closeout, not to exceed $113,000 (which includes the $12,115 listed above).

Construction Observation $100,000

Less credit for Second Street Design ($13,605)

Texas Department of Licensing and Regulation Filing Fees $1,100

Total Additional Fees $125,000

Attachment: Contract Amendment RB5 (1798 : Change Order - HDR - RB P5)

HDR appreciates the opportunity to submit this contract modification and to continue working with the City of Bellaire.

Sincerely,

HDR Engineering

David C. Weston
Vice President

City of Bellaire, Texas

_____
Signature

_____
Name

_____
Title

Attachment: Contract Amendment RB5 (1798 : Change Order - HDR - RB P5)

LETTER OF RECOMMENDATION

FOR

REBUILD BELLAIRE PHASE FIVE-B RECONSTRUCTION

CITY OF BELLAIRE

JANUARY 2016

HDR Project No. 13-041

TBPE Registration No. F-754
4635 Southwest Freeway, Suite 1000
Houston, TX 77027
713-622-9264

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

January 8, 2016

Mr. Brant Gary
Director of Public Works
City of Bellaire
7008 S. Rice Ave.
Bellaire, Texas 77401

RE: Rebuild Bellaire Phase Five-B Reconstruction
City of Bellaire, Texas
HDR Job No. 13-041

Dear Mr. Gary:

On December 17, 2015, the four firms listed below submitted bids on the above referenced project. Each bid was checked for mathematical errors and/or bid irregularities. There were no mathematical errors found in the bid tab. HDR Engineering, Inc. (HDR) conducted research on the qualifications of the lowest responsive bidder, Reytec Construction Resources, Inc. (Reytec). The following is a summary of our bid evaluation:

1. Bid Tabulation Sheet – Four construction firms submitted qualified bids. The bid totals for the project are as follows:

CONTRACTOR	TOTAL BID
Reytec Construction Resources, Inc.	$8,393,297.00
Conrad Construction Company, LTD	$8,992,230.00
Total Contracting Limited	$9,257,600.00
Resicom, Inc.	$11,932,615.00

A copy of the Bid Tabulation is in Section 1 of this report.

2. Telephone Conversations with References – Various references were contacted by telephone and asked to respond to a series of questions. Generally, they were very satisfied with the work Reytec had performed and would use them again in the future. Please see Section 2 of this report.

3. Qualifications – Reytec provided a Qualification Information Package including a brief history of the company, references, completed and working projects and equipment owned. Reytec has performed work in the City before and satisfactorily completed the Bellaire Millennium Renewal Phase Six Contract One Project in 2007. Please see Section 3 of this report.

hdrinc.com
4635 Southwest Freeway, Suite 1000
Houston, Texas 77027
T 713-622-9264 F 713-622-9265
Texas Registered Engineering Firm F-754

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

4. Financial Statement – Reytec provided a Financial Statement with the bid. Please see Section 4 of this report.

5. Bid Bond – Reytec provided a bid bond through an "A++" (Superior) rated bonding company as of May 28, 2015. The rating was provided by AM Best Rating Company. Please see Section 5 of this report.

Reytec appears to be a responsible firm that is capable of performing the specified work in a satisfactory manner. Also, Reytec has performed work satisfactorily in the past for the City of Bellaire. For these reasons, we recommend that the City of Bellaire award the Rebuild Bellaire Phase Five-B Reconstruction Project to Reytec Construction Resources, Inc. for the Total Bid amount of $8,393,297.00.

If you have any questions, please contact us.

Sincerely,

HDR Engineering, Inc.

Edwin R. Rydell, P.E.
Senior Project Manager

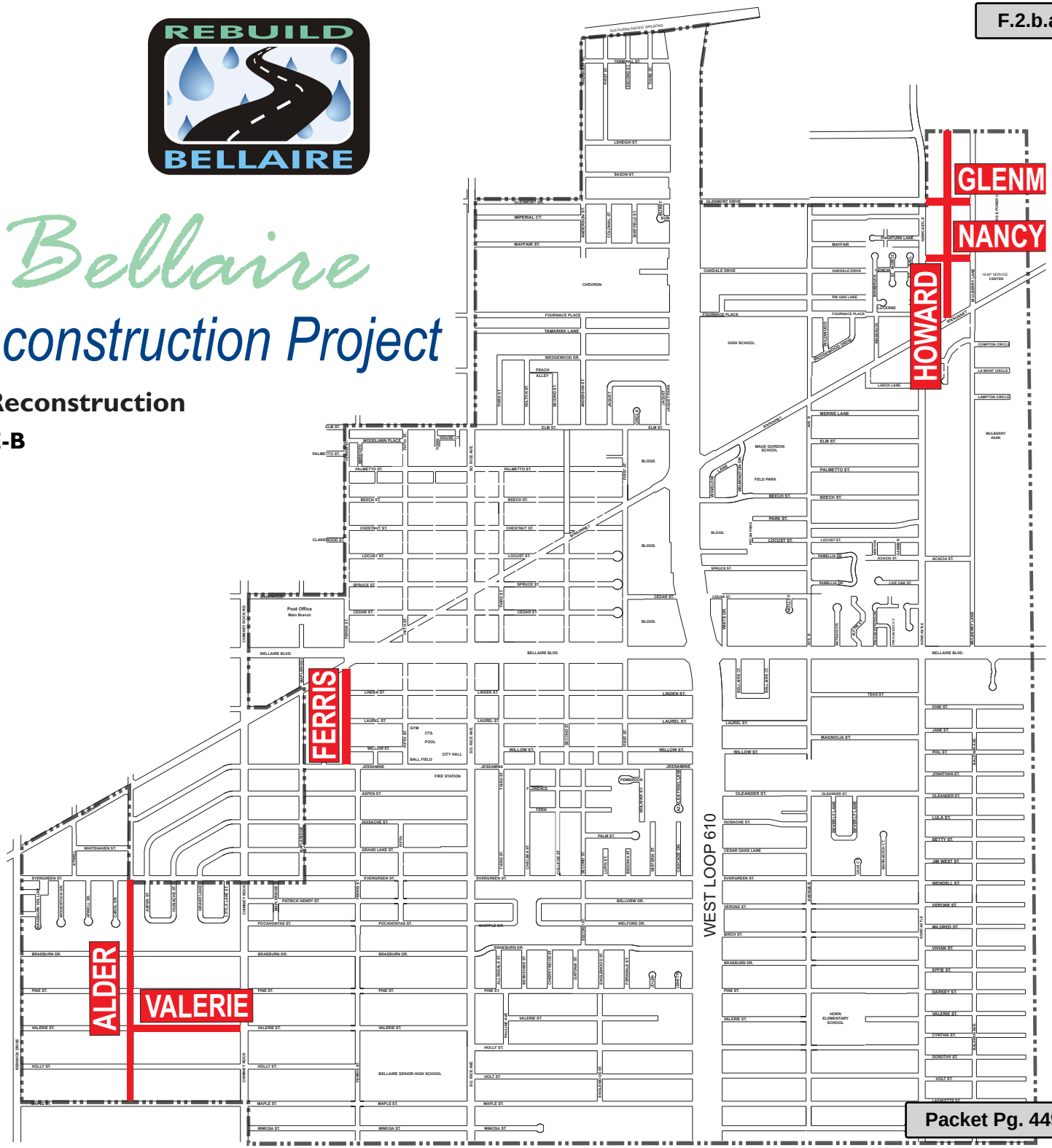
Terry Maher, CFM
Project Manager

Rebuild Bellaire

Phase Five-B Reconstruction Project

Proposed Street Reconstruction

REBUILD BELLAIRE PHASE FIVE-B
6900 & 7000 Ferris
7800 & 8200 Alder
5300 Valerie
1000 – 1200 Howard
4400 Glenmont
4400 Nancy



Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B T

Section 1

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.
Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SECTION 1 - PAVING ITEMS															
1		7" Reinforced Concrete Pavement, complete in place, the sum of	SY	25,800.00	67.13	$55.00	$1,419,000.00	$67.00	$1,728,600.00	$65.50	$1,689,900.00	$55.00	$1,419,000.00	$81.00	$2,089,800.00
2		12" Lime Stabilized Subgrade, including excavation or fill to grade, mixing and compaction, complete in place, the sum of	SY	29,600.00	10.88	$7.00	$207,200.00	$11.00	$325,600.00	$7.50	$222,000.00	$10.00	$296,000.00	$15.00	$444,000.00
3		Lime Slurry, hydrated lime or quicklime (8% by weight), complete in place, the sum of	TON	1,400.00	176.25	$175.00	$245,000.00	$155.00	$217,000.00	$185.00	$259,000.00	$175.00	$245,000.00	$190.00	$266,000.00
4		6" doweled on curb, complete in place, the sum of	LF	12,650.00	6.13	$5.00	$63,250.00	$4.00	$50,600.00	$4.50	$56,925.00	$10.00	$126,500.00	$6.00	$75,900.00
5		Pavement Transition, including 7" reinforced concrete pavement, 6" curb , asphalt overlay as required, dowels to tie into existing pavement, complete in place, the sum of	SY	425.00	107.25	$65.00	$27,625.00	$128.00	$54,400.00	$120.00	$51,000.00	$100.00	$42,500.00	$81.00	$34,425.00
6		13" Fast Track Concrete Pavement, including 6" curb, dowels to tie into existing pavement, complete in place, the sum of	SY	200.00	163.75	$150.00	$30,000.00	$180.00	$36,000.00	$175.00	$35,000.00	$150.00	$30,000.00	$150.00	$30,000.00
7		Removal of existing pavement, including all base, asphalt surface, concrete paving, curb and gutters and paving headers, complete in place, the sum of	SY	23,600.00	7.19	$4.00	$94,400.00	$6.25	$147,500.00	$6.50	$153,400.00	$7.00	$165,200.00	$9.00	$212,400.00
8		Remove and replace concrete driveway, including sawcutting, curb transition, reinforcement and 6" stabilized subgrade, match existing driveway material and color, complete in place, the sum of	SY	4,200.00	96.75	$70.00	$294,000.00	$80.00	$336,000.00	$70.00	$294,000.00	$75.00	$315,000.00	$162.00	$680,400.00
9		Additional allowance to match existing decorative driveway and/or sidewalk material, color, texture, pattern, complete in place, the sum of	SY	500.00	67.75	$50.00	$25,000.00	$45.00	$22,500.00	$70.00	$35,000.00	$75.00	$37,500.00	$81.00	$40,500.00
10		Remove and replace existing concrete sidewalk, including sawcutting, reinforcement and 6" subgrade, match existing material, complete in place, the sum of	SF	7,200.00	8.75	$8.00	$57,600.00	$8.00	$57,600.00	$7.00	$50,400.00	$8.00	$57,600.00	$12.00	$86,400.00
11		New concrete sidewalk, including, reinforcement and 6" subgrade, complete in place, the sum of	SF	23,900.00	8.44	$7.00	$167,300.00	$7.00	$167,300.00	$6.75	$161,325.00	$8.00	$191,200.00	$12.00	$286,800.00
12		Wheelchair ramp, including warning pavers, sawcutting, removal of existing pavement, reinforcing, and subgrade, complete in place, the sum of	EA	40.00	1,525.00	$1,500.00	$60,000.00	$1,500.00	$60,000.00	$1,500.00	$60,000.00	$1,500.00	$60,000.00	$1,600.00	$64,000.00
13		Concrete pavement header, complete in place, the sum of	LF	750.00	17.00	$50.00	$37,500.00	$14.00	$10,500.00	$14.00	$10,500.00	$15.00	$11,250.00	$25.00	$18,750.00
14		Removal of existing signs and replacement with new posts and new signs, complete in place, the sum of	EA	55.00	675.00	$750.00	$41,250.00	$450.00	$24,750.00	$400.00	$22,000.00	$750.00	$41,250.00	$1,100.00	$60,500.00
15		12" white thermoplastic striping, including surface preparation, complete in place, the sum of	LF	1,000.00	8.00	$15.00	$15,000.00	$6.00	$6,000.00	$5.00	$5,000.00	$15.00	$15,000.00	$6.00	$6,000.00
16		24" white thermoplastic striping, including surface preparation, complete in place, the sum of	LF	260.00	13.13	$20.00	$5,200.00	$11.00	$2,860.00	$12.50	$3,250.00	$20.00	$5,200.00	$9.00	$2,340.00
17		Final ROW grading and restoration including sod and select fill, adjusting meters, valve boxes, inlets, irrigation system, or any other item in the ROW, complete in place, the sum of	STA	85.00	3,625.00	$2,500.00	$212,500.00	$2,800.00	$238,000.00	$2,700.00	$229,500.00	$2,500.00	$212,500.00	$6,500.00	$552,500.00
18		Traffic control, including signs, flaggers, barricades, barrels, fencing, temporary striping, removal of existing striping, traffic control devices and any other items required by TxMUTCD, and maintenance of all items, complete in place, the sum of	LS	1.00	662,500.00	$300,000.00	$300,000.00	$300,000.00	$300,000.00	$1,250,000.00	$1,250,000.00	$500,000.00	$500,000.00	$600,000.00	$600,000.00
19		Temporary HMAC for traffic control consisting of 2" HMAC, 6" Asphalt stabilized black base, aggregate for shoulder, temporary embankment, removal of existing curbs, and all additional work to place, maintain and remove the material, complete in place, the sum of	SY	1,500.00	63.75	$90.00	$135,000.00	$45.00	$67,500.00	$70.00	$105,000.00	$65.00	$97,500.00	$75.00	$112,500.00
20		Install low profile concrete barriers	LF	500.00	42.50	$50.00	$25,000.00	$40.00	$20,000.00	$20.00	$10,000.00	$75.00	$37,500.00	$35.00	$17,500.00
21		Relocate low profile concrete barriers	LF	1,500.00	12.75	$10.00	$15,000.00	$5.00	$7,500.00	$10.00	$15,000.00	$10.00	$15,000.00	$26.00	$39,000.00
22		Remove low profile concrete barriers	LF	500.00	13.75	$10.00	$5,000.00	$10.00	$5,000.00	$15.00	$7,500.00	$10.00	$5,000.00	$20.00	$10,000.00
23		Remove and Replace Concrete Pavement for storm sewer construction in areas where the roadway is not being replaced including Chimney Rock and Newcastle; full depth sawcut, doweling to existing pavement, 10" reinforced concrete pavement with subgrade, complete in place, the sum of	SY	200.00	142.50	$100.00	$20,000.00	$170.00	$34,000.00	$150.00	$30,000.00	$100.00	$20,000.00	$150.00	$30,000.00
24		Extra uniformed police officer at special event or as requested and approved by the City, complete in place, the sum of	HR	100.00	60.00	$75.00	$7,500.00	$50.00	$5,000.00	$40.00	$4,000.00	$75.00	$7,500.00	$75.00	$7,500.00
25		Zero cutback at designated locations per Urban Forester, including extra steel and concrete, forming and vapor barrier if required, complete in place, the sum of	LF	700.00	31.75	$25.00	$17,500.00	$17.00	$11,900.00	$20.00	$14,000.00	$15.00	$10,500.00	$75.00	$52,500.00

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041 **Bid Opening Date:** 12/17/2015
Consultant: HDR ENGINEERING, INC.

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
26		Root pruning and placement of a vapor barrier at locations designated by Urban Forester, complete in place, the sum of	LF	1,700.00	14.50	$15.00	$25,500.00	$18.00	$30,600.00	$15.00	$25,500.00	$15.00	$25,500.00	$10.00	$17,000.00
27		Removal of existing tree, less than or equal to 12" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	18.00	737.50	$500.00	$9,000.00	$600.00	$10,800.00	$350.00	$6,300.00	$800.00	$14,400.00	$1,200.00	$21,600.00
28		Removal of existing tree, greater than 12" diameter and less than or equal to 24" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	20.00	1,062.50	$500.00	$10,000.00	$1,100.00	$22,000.00	$650.00	$13,000.00	$1,000.00	$20,000.00	$1,500.00	$30,000.00
29		Removal of existing tree, greater than 24" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	10.00	1,662.50	$1,000.00	$10,000.00	$1,800.00	$18,000.00	$1,100.00	$11,000.00	$1,250.00	$12,500.00	$2,500.00	$25,000.00
30		Tree protection fencing, complete in place, the sum of	LF	3,200.00	6.00	$5.00	$16,000.00	$5.00	$16,000.00	$5.00	$16,000.00	$10.00	$32,000.00	$4.00	$12,800.00
31		Polyethylene barrier (8 mil thickness) placed under sidewalk or driveway for protection of tree roots, complete in place, the sum of	SY	700.00	7.44	$5.00	$3,500.00	$6.00	$4,200.00	$7.50	$5,250.00	$15.00	$10,500.00	$1.25	$875.00
32		Tree and Plant Protection and Maintenance, including preparation of plan, provision of materials, trimming, seeding, fertilizing, watering, and all related items, complete in place, the sum of	LS	1.00	83,125.00	$100,000.00	$100,000.00	$40,000.00	$40,000.00	$42,500.00	$42,500.00	$200,000.00	$200,000.00	$50,000.00	$50,000.00
33		Inlet protection barrier, filter fabric fence, including repair, replacement and removal of sediment, complete in place, the sum of	LF	1,000.00	5.50	$5.00	$5,000.00	$2.00	$2,000.00	$5.00	$5,000.00	$5.00	$5,000.00	$10.00	$10,000.00
34		Inlet protection barrier for Stage II inlets and existing inlets, gravel bags, including repair, replacement and removal of sediment, complete in place, the sum of	EA	55.00	92.50	$100.00	$5,500.00	$70.00	$3,850.00	$125.00	$6,875.00	$100.00	$5,500.00	$75.00	$4,125.00
35		Inlet protection barrier for Stage II inlets and existing inlets, erosion control logs, including repair, replacement and removal of sediment, complete in place, the sum of	EA	90.00	95.00	$100.00	$9,000.00	$80.00	$7,200.00	$125.00	$11,250.00	$100.00	$9,000.00	$75.00	$6,750.00
36		Abandon sanitary or storm sewer manhole, complete in place, the sum of	EA	4.00	2,075.00	$1,500.00	$6,000.00	$1,800.00	$7,200.00	$1,500.00	$6,000.00	$1,500.00	$6,000.00	$3,500.00	$14,000.00
37		Adjust sanitary or storm sewer manhole to grade, using new manhole rings and covers, and if required, new manhole top/cone sections, inlcuding removal of precast or cast in place cone and wall, complete in place, the sum of	EA	26.00	1,700.00	$750.00	$19,500.00	$1,800.00	$46,800.00	$750.00	$19,500.00	$750.00	$19,500.00	$3,500.00	$91,000.00
		SUBTOTAL SECTION 1 - PAVING ITEMS (Bid Items 1 - 37):					**$3,745,825.00**		**$4,144,760.00**		**$4,941,875.00**		**$4,323,600.00**		**$6,102,865.00**
SECTION 2 - DRAINAGE															
38		Removal of existing pipe culverts and sewers, 24" or smaller, including removal of inlets, manholes and plugs, and backfilling of trench per detail, complete in place, the sum of	LF	4,500.00	31.25	$15.00	$67,500.00	$25.00	$112,500.00	$15.00	$67,500.00	$10.00	$45,000.00	$75.00	$337,500.00
39		Removal of existing pipe culverts and sewers, larger than 24", including removal of inlets, manholes and plugs, and backfilling of trench per detail, complete in place, the sum of	LF	1,900.00	38.75	$20.00	$38,000.00	$45.00	$85,500.00	$25.00	$47,500.00	$10.00	$19,000.00	$75.00	$142,500.00
40		Remove and replace yard drain with 4" PVC Sch 40 pipe to tie into inlet or through curb, all depths, including all connections and fittings, complete in place, the sum of	LF	1,500.00	19.50	$15.00	$22,500.00	$15.00	$22,500.00	$10.00	$15,000.00	$15.00	$22,500.00	$38.00	$57,000.00
41		Remove and replace yard drain with 6" PVC Sch 40 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	300.00	32.50	$18.00	$5,400.00	$50.00	$15,000.00	$15.00	$4,500.00	$20.00	$6,000.00	$45.00	$13,500.00
42		Remove and replace yard drain with 8" PVC Sch 40 or SDR26 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	100.00	40.75	$25.00	$2,500.00	$60.00	$6,000.00	$20.00	$2,000.00	$25.00	$2,500.00	$58.00	$5,800.00
43		Remove and replace yard drain with 12" PVC Sch 40 or SDR26 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	50.00	68.75	$40.00	$2,000.00	$70.00	$3,500.00	$25.00	$1,250.00	$30.00	$1,500.00	$150.00	$7,500.00
44		3' Wide X 3' High RCB storm sewer, all depths, complete in place, the sum of	LF	305.00	352.50	$500.00	$152,500.00	$350.00	$106,750.00	$345.00	$105,225.00	$400.00	$122,000.00	$315.00	$96,075.00
45		4' Wide X 4' High RCB storm sewer, all depths, complete in place, the sum of	LF	91.00	536.25	$600.00	$54,600.00	$580.00	$52,780.00	$450.00	$40,950.00	$500.00	$45,500.00	$615.00	$55,965.00
46		45˚ Degree Bend for 4' Wide X 4' High RCB storm sewer, all depths, complete in place, the sum of	EA	1.00	5,975.00	$1,100.00	$1,100.00	$2,400.00	$2,400.00	$2,500.00	$2,500.00	$10,000.00	$10,000.00	$9,000.00	$9,000.00
47		7' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	436.00	953.75	$1,400.00	$610,400.00	$740.00	$322,640.00	$675.00	$294,300.00	$900.00	$392,400.00	$1,500.00	$654,000.00
48		8' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	695.00	1,018.75	$800.00	$556,000.00	$800.00	$556,000.00	$775.00	$538,625.00	$900.00	$625,500.00	$1,600.00	$1,112,000.00
49		9' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	175.00	1,148.75	$900.00	$157,500.00	$1,050.00	$183,750.00	$845.00	$147,875.00	$900.00	$157,500.00	$1,800.00	$315,000.00

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.
Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
50		13" x 22" RCAP storm sewer, all depths, complete in place, the sum of	LF	34.00	243.25	$200.00	$6,800.00	$148.00	$5,032.00	$195.00	$6,630.00	$400.00	$13,600.00	$230.00	$7,820.00
51		18" x 28" RCAP storm sewer, all depths, complete in place, the sum of	LF	132.00	280.00	$250.00	$33,000.00	$170.00	$22,440.00	$225.00	$29,700.00	$400.00	$52,800.00	$325.00	$42,900.00
52		22" x 36" RCAP storm sewer, all depths, complete in place, the sum of	LF	25.00	341.25	$250.00	$6,250.00	$235.00	$5,875.00	$300.00	$7,500.00	$500.00	$12,500.00	$330.00	$8,250.00
53		15" RCP storm sewer, all depths, complete in place, the sum of	LF	40.00	128.50	$125.00	$5,000.00	$144.00	$5,760.00	$125.00	$5,000.00	$100.00	$4,000.00	$145.00	$5,800.00
54		18" RCP storm sewer, all depths, complete in place, the sum of	LF	250.00	125.25	$125.00	$31,250.00	$126.00	$31,500.00	$130.00	$32,500.00	$100.00	$25,000.00	$145.00	$36,250.00
55		24" RCP storm sewer, all depths, complete in place, the sum of	LF	2,900.00	135.50	$125.00	$362,500.00	$132.00	$382,800.00	$135.00	$391,500.00	$125.00	$362,500.00	$150.00	$435,000.00
56		30" RCP storm sewer, all depths, complete in place, the sum of	LF	680.00	167.50	$175.00	$119,000.00	$165.00	$112,200.00	$175.00	$119,000.00	$175.00	$119,000.00	$155.00	$105,400.00
57		36" RCP storm sewer, all depths, complete in place, the sum of	LF	440.00	232.50	$250.00	$110,000.00	$215.00	$94,600.00	$220.00	$96,800.00	$250.00	$110,000.00	$245.00	$107,800.00
58		42" RCP storm sewer, all depths, complete in place, the sum of	LF	440.00	287.75	$325.00	$143,000.00	$300.00	$132,000.00	$250.00	$110,000.00	$300.00	$132,000.00	$301.00	$132,440.00
59		48" RCP storm sewer, all depths, complete in place, the sum of	LF	470.00	532.75	$350.00	$164,500.00	$420.00	$197,400.00	$395.00	$185,650.00	$1,000.00	$470,000.00	$316.00	$148,520.00
60		54" RCP storm sewer, all depths, complete in place, the sum of	LF	6.00	479.00	$475.00	$2,850.00	$600.00	$3,600.00	$400.00	$2,400.00	$400.00	$2,400.00	$516.00	$3,096.00
61		66" RCP storm sewer, all depths, complete in place, the sum of	LF	430.00	504.50	$600.00	$258,000.00	$500.00	$215,000.00	$450.00	$193,500.00	$500.00	$215,000.00	$568.00	$244,240.00
62		"A" inlet, cast in place or precast, complete in place, the sum of	EA	6.00	2,800.00	$2,500.00	$15,000.00	$2,200.00	$13,200.00	$3,000.00	$18,000.00	$3,000.00	$18,000.00	$3,000.00	$18,000.00
63		"BB" inlet, cast in place or precast, complete in place, the sum of	EA	68.00	3,575.00	$3,500.00	$238,000.00	$3,200.00	$217,600.00	$4,000.00	$272,000.00	$3,500.00	$238,000.00	$3,600.00	$244,800.00
64		"C" inlet, cast in place or precast, complete in place, the sum of	EA	4.00	3,962.50	$5,000.00	$20,000.00	$3,400.00	$13,600.00	$3,850.00	$15,400.00	$4,500.00	$18,000.00	$4,100.00	$16,400.00
65		4'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	25.00	5,100.00	$6,000.00	$150,000.00	$4,200.00	$105,000.00	$5,000.00	$125,000.00	$6,000.00	$150,000.00	$5,200.00	$130,000.00
66		5'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	10.00	5,950.00	$7,000.00	$70,000.00	$5,200.00	$52,000.00	$5,500.00	$55,000.00	$6,500.00	$65,000.00	$6,600.00	$66,000.00
67		5'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	6,687.50	$7,000.00	$14,000.00	$6,500.00	$13,000.00	$6,250.00	$12,500.00	$7,000.00	$14,000.00	$7,000.00	$14,000.00
68		6'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	5.00	7,200.00	$7,500.00	$37,500.00	$6,800.00	$34,000.00	$7,000.00	$35,000.00	$7,500.00	$37,500.00	$7,500.00	$37,500.00
69		6'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	7,750.00	$10,000.00	$20,000.00	$7,000.00	$14,000.00	$7,500.00	$15,000.00	$8,000.00	$16,000.00	$8,500.00	$17,000.00
70		7'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	9,125.00	$14,000.00	$14,000.00	$8,500.00	$8,500.00	$9,500.00	$9,500.00	$8,500.00	$8,500.00	$10,000.00	$10,000.00
71		8'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	11,250.00	$20,000.00	$40,000.00	$11,500.00	$23,000.00	$12,000.00	$24,000.00	$9,500.00	$19,000.00	$12,000.00	$24,000.00
72		9'x8' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	16,000.00	$22,000.00	$22,000.00	$19,000.00	$19,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00
73		6'x10' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	15,000.00	$25,000.00	$25,000.00	$14,000.00	$14,000.00	$14,000.00	$14,000.00	$15,000.00	$15,000.00	$17,000.00	$17,000.00
74		4'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	24.00	5,375.00	$7,000.00	$168,000.00	$5,000.00	$120,000.00	$5,000.00	$120,000.00	$6,000.00	$144,000.00	$5,500.00	$132,000.00
75		5'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	10.00	6,250.00	$7,500.00	$75,000.00	$6,000.00	$60,000.00	$6,000.00	$60,000.00	$7,000.00	$70,000.00	$6,000.00	$60,000.00
76		6'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	3.00	7,825.00	$10,000.00	$30,000.00	$9,000.00	$27,000.00	$7,500.00	$22,500.00	$8,000.00	$24,000.00	$6,800.00	$20,400.00
77		7'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	3.00	9,500.00	$14,000.00	$42,000.00	$10,000.00	$30,000.00	$10,000.00	$30,000.00	$9,000.00	$27,000.00	$9,000.00	$27,000.00
78		Storm sewer Manway, complete in place, the sum of	EA	10.00	4,050.00	$1,500.00	$15,000.00	$2,600.00	$26,000.00	$4,500.00	$45,000.00	$5,000.00	$50,000.00	$4,100.00	$41,000.00
79		Storm sewer brick plugs, less than or equal to 18", 2 rows, including mortar and grout, complete in place, the sum of	EA	20.00	762.50	$1,500.00	$30,000.00	$250.00	$5,000.00	$800.00	$16,000.00	$1,500.00	$30,000.00	$500.00	$10,000.00
80		Storm sewer brick plugs, greater than or equal to 24", 2 rows, including mortar and grout, complete in place, the sum of	EA	20.00	912.50	$1,500.00	$30,000.00	$450.00	$9,000.00	$1,200.00	$24,000.00	$1,500.00	$30,000.00	$500.00	$10,000.00
81		Grout fill RCP less than or equal to 24", flowable fill, complete in place, the sum of	LF	270.00	33.75	$50.00	$13,500.00	$30.00	$8,100.00	$25.00	$6,750.00	$50.00	$13,500.00	$30.00	$8,100.00
82		Grout fill RCP greater than 24", flowable fill, complete in place, the sum of	LF	100.00	51.25	$100.00	$10,000.00	$70.00	$7,000.00	$50.00	$5,000.00	$50.00	$5,000.00	$35.00	$3,500.00
83		Storm sewer trench safety, greater than 5' depth and less than or equal to 8' depth, complete in place, the sum of	LF	4,800.00	2.50	$3.00	$14,400.00	$1.00	$4,800.00	$2.00	$9,600.00	$4.00	$19,200.00	$3.00	$14,400.00

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041 **Bid Opening Date:** 12/17/2015
Consultant: HDR ENGINEERING, INC.

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
84		Storm sewer trench safety, greater than 8' depth and less than or equal to 12' depth, complete in place, the sum of	LF	1,600.00	3.25	$5.00	$8,000.00	$2.00	$3,200.00	$2.00	$3,200.00	$4.00	$6,400.00	$5.00	$8,000.00
85		Storm sewer trench safety, greater than 12' depth, complete in place, the sum of	LF	2,300.00	5.50	$10.00	$23,000.00	$6.00	$13,800.00	$2.00	$4,600.00	$4.00	$9,200.00	$10.00	$23,000.00
		SUBTOTAL SECTION 2 - DRAINAGE (Bid Items 38 - 85):					**$4,036,550.00**		**$3,518,327.00**		**$3,404,455.00**		**$4,010,500.00**		**$5,050,456.00**
SECTION 3 - WATERLINE															
86		Waterline adjustment, 6" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	120.00	171.25	$250.00	$30,000.00	$250.00	$30,000.00	$200.00	$24,000.00	$150.00	$18,000.00	$85.00	$10,200.00
87		Waterline adjustment, 8" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	440.00	192.50	$150.00	$66,000.00	$260.00	$114,400.00	$225.00	$99,000.00	$200.00	$88,000.00	$85.00	$37,400.00
88		Waterline adjustment, 12" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	60.00	277.50	$200.00	$12,000.00	$360.00	$21,600.00	$300.00	$18,000.00	$250.00	$15,000.00	$200.00	$12,000.00
89		6" Gate valve and box on proposed waterline, complete in place, the sum of	EA	7.00	1,650.00	$2,500.00	$17,500.00	$1,500.00	$10,500.00	$1,500.00	$10,500.00	$2,500.00	$17,500.00	$1,100.00	$7,700.00
90		8" Gate valve and box on proposed waterline, complete in place, the sum of	EA	8.00	2,100.00	$2,500.00	$20,000.00	$2,000.00	$16,000.00	$2,000.00	$16,000.00	$2,500.00	$20,000.00	$1,900.00	$15,200.00
91		6"x 6" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	3.00	5,162.50	$5,000.00	$15,000.00	$6,500.00	$19,500.00	$4,250.00	$12,750.00	$5,000.00	$15,000.00	$4,900.00	$14,700.00
92		8"x 8" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	3.00	7,375.00	$7,500.00	$22,500.00	$7,500.00	$22,500.00	$5,000.00	$15,000.00	$10,000.00	$30,000.00	$7,000.00	$21,000.00
93		12"x 6" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	2.00	7,125.00	$10,000.00	$20,000.00	$7,000.00	$14,000.00	$5,000.00	$10,000.00	$10,000.00	$20,000.00	$6,500.00	$13,000.00
94		6" Inserta valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	4.00	10,500.00	$5,000.00	$20,000.00	$10,000.00	$40,000.00	$10,000.00	$40,000.00	$8,000.00	$32,000.00	$14,000.00	$56,000.00
95		8" Inserta valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	2.00	12,500.00	$7,500.00	$15,000.00	$11,000.00	$22,000.00	$15,000.00	$30,000.00	$8,000.00	$16,000.00	$16,000.00	$32,000.00
96		Remove fire hydrant assembly, all depths, including repair or plugging of waterline, complete in place, the sum of	EA	6.00	2,300.00	$5,000.00	$30,000.00	$2,000.00	$12,000.00	$1,000.00	$6,000.00	$5,000.00	$30,000.00	$1,200.00	$7,200.00
97		Fire hydrant assembly, complete in place, the sum of	EA	8.00	5,512.50	$7,500.00	$60,000.00	$5,300.00	$42,400.00	$4,750.00	$38,000.00	$7,500.00	$60,000.00	$4,500.00	$36,000.00
98		6" PVC fire hydrant lead, all depths, complete in place, the sum of	LF	32.00	93.00	$125.00	$4,000.00	$80.00	$2,560.00	$125.00	$4,000.00	$125.00	$4,000.00	$42.00	$1,344.00
99		15" Casing, including mechanical plugs, complete in place, the sum of	LF	100.00	141.75	$200.00	$20,000.00	$130.00	$13,000.00	$95.00	$9,500.00	$250.00	$25,000.00	$92.00	$9,200.00
100		Water meter relocation out of proposed sidewalk, including new meter box, complete in place, the sum of	EA	25.00	812.50	$1,500.00	$37,500.00	$350.00	$8,750.00	$400.00	$10,000.00	$1,500.00	$37,500.00	$1,000.00	$25,000.00
		SUBTOTAL SECTION 3 - WATERLINE (Bid Items 86 - 100):					**$389,500.00**		**$389,210.00**		**$342,750.00**		**$428,000.00**		**$297,944.00**
SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER															
101		Additional pipe fittings for waterlines, all sizes and types, as directed by the Engineer, complete in place, the sum of	TON	1.00	2,000.00	$2,500.00	$2,500.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
102		6" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	2,525.00	$5,000.00	$5,000.00	$1,500.00	$1,500.00	$2,500.00	$2,500.00	$5,000.00	$5,000.00	$1,100.00	$1,100.00
103		8" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	3,100.00	$7,500.00	$7,500.00	$2,000.00	$2,000.00	$3,500.00	$3,500.00	$5,000.00	$5,000.00	$1,900.00	$1,900.00
104		12" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	3,775.00	$15,000.00	$15,000.00	$3,000.00	$3,000.00	$4,500.00	$4,500.00	$5,000.00	$5,000.00	$2,600.00	$2,600.00
105		Sanitary sewer service adjustments, from the sanitary sewer main to the property line, all sizes, complete in place, the sum of	EA	40.00	1,575.00	$500.00	$20,000.00	$1,800.00	$72,000.00	$500.00	$20,000.00	$1,500.00	$60,000.00	$2,500.00	$100,000.00
106		Waterline service adjustments, less than 2", from water main to meter, new type K copper, no couplings under street, complete in place, the sum of	EA	75.00	1,325.00	$2,500.00	$187,500.00	$500.00	$37,500.00	$500.00	$37,500.00	$2,500.00	$187,500.00	$1,800.00	$135,000.00
107		8" Sanitary Sewer, C-900 PVC, complete in place, the sum of	LF	50.00	107.50	$80.00	$4,000.00	$80.00	$4,000.00	$120.00	$6,000.00	$80.00	$4,000.00	$150.00	$7,500.00
108		Sanitary Sewer Manhole, all depths, complete in place, the sum of	EA	1.00	4,875.00	$2,000.00	$2,000.00	$4,000.00	$4,000.00	$4,500.00	$4,500.00	$2,000.00	$2,000.00	$9,000.00	$9,000.00
		SUBTOTAL SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER (Bid Items 101 - 108):					**$243,500.00**		**$126,000.00**		**$80,500.00**		**$270,500.00**		**$259,100.00**
SECTION 5 - SUPPLEMENTAL PAVING ITEMS															
109		Extra cement stabilized sand, complete in place, the sum of	CY	50.00	25.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00
110		Extra bank sand backfill, complete in place, the sum of	CY	50.00	10.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00
111		Extra concrete (all classes), complete in place, the sum of	CY	50.00	150.00	$150.00	$7,500.00	$150.00	$7,500.00	$150.00	$7,500.00	$150.00	$7,500.00	$150.00	$7,500.00
112		Extra select backfill, complete in place, the sum of	CY	300.00	15.00	$15.00	$4,500.00	$15.00	$4,500.00	$15.00	$4,500.00	$15.00	$4,500.00	$15.00	$4,500.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041 **Bid Opening Date:** 12/17/2015
Consultant: HDR ENGINEERING, INC.

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
113		Extra 1.5 sack of cement per cubic yard added to 10" concrete paving (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	200.00	6.75	$5.00	$1,000.00	$5.00	$1,000.00	$7.00	$1,400.00	$5.00	$1,000.00	$10.00	$2,000.00
114		Extra 1.5 sack of cement per cubic yard added to 7" concrete paving (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	1,000.00	5.50	$5.00	$5,000.00	$4.00	$4,000.00	$6.00	$6,000.00	$4.00	$4,000.00	$8.00	$8,000.00
115		Extra 1.5 sack of cement per cubic yard added to 6" concrete driveway (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	500.00	4.50	$5.00	$2,500.00	$3.50	$1,750.00	$5.00	$2,500.00	$3.50	$1,750.00	$6.00	$3,000.00
116		Cash Allowance for Utility relocations, for payment to CenterPoint for the relocation of Street Light facilities according to CenterPoint invoice provided by the City, invoice amount plus 10%, the sum of	LS	1.00	25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00
117		Miscelaneous Items as directed by the Engineer	LS	1.00	20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
118		Extra reinforcing steel, complete in place, the sum of	LB	1,000.00	0.50	$0.50	$500.00	$0.50	$500.00	$0.50	$500.00	$0.50	$500.00	$0.50	$500.00
119		As authorized by Engineer, exploratory trench excavation, backfill and pavement and/or sodding restoration for the purpose of locating existing utilities (No reimbursement for this pay item if trench is where the proposed sewer main or waterline is laid), complete in place, the sum of	CY	250.00	15.00	$15.00	$3,750.00	$15.00	$3,750.00	$15.00	$3,750.00	$15.00	$3,750.00	$15.00	$3,750.00
120		Sidewalk checker plate installation, complete in place, the sum of	SF	100.00	22.50	$50.00	$5,000.00	$20.00	$2,000.00	$20.00	$2,000.00	$20.00	$2,000.00	$30.00	$3,000.00
121		Placement of retaining wall (0"-6" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	250.00	12.50	$10.00	$2,500.00	$10.00	$2,500.00	$20.00	$5,000.00	$10.00	$2,500.00	$10.00	$2,500.00
122		Placement of retaining wall (7"-12" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	100.00	17.50	$15.00	$1,500.00	$15.00	$1,500.00	$25.00	$2,500.00	$15.00	$1,500.00	$15.00	$1,500.00
123		Placement of retaining wall (13"-18" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	100.00	22.50	$20.00	$2,000.00	$20.00	$2,000.00	$30.00	$3,000.00	$20.00	$2,000.00	$20.00	$2,000.00
124		Additional temporary driveway consisting of crushed concrete or millings, in areas approved by the Engineer, including placement, maintenance and removal, complete in place, the sum of	SY	200.00	20.00	$20.00	$4,000.00	$20.00	$4,000.00	$20.00	$4,000.00	$20.00	$4,000.00	$20.00	$4,000.00
		SUBTOTAL SECTION 5 - SUPPLEMENTAL PAVING ITEMS (Bid Items 109 - 124):					**$86,500.00**		**$81,750.00**		**$89,400.00**		**$81,750.00**		**$89,000.00**
SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS															
125		Extra cement stabilized sand, complete in place, the sum of	CY	50.00	25.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00	$25.00	$1,250.00
126		Extra bank sand backfill, complete in place, the sum of	CY	50.00	10.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00	$10.00	$500.00
127		Wet condition bedding, all sizes, all depths, consisting of 12" minimum crushed stone foundation, filter fabrics and all appurtenances, complete in place, the sum of	LF	1,500.00	20.00	$20.00	$30,000.00	$20.00	$30,000.00	$20.00	$30,000.00	$20.00	$30,000.00	$20.00	$30,000.00
128		Seal slab, including reinforcement placed at unsatisfactory conditions, as directed and approved by the Engineer, complete in place, the sum of	SY	2,000.00	25.00	$25.00	$50,000.00	$25.00	$50,000.00	$25.00	$50,000.00	$25.00	$50,000.00	$25.00	$50,000.00
129		Extra select backfill, complete in place, the sum of	CY	200.00	15.00	$15.00	$3,000.00	$15.00	$3,000.00	$15.00	$3,000.00	$15.00	$3,000.00	$15.00	$3,000.00
130		Installation and removal of piezometer, complete in place, the sum of	EA	30.00	100.00	$100.00	$3,000.00	$100.00	$3,000.00	$100.00	$3,000.00	$100.00	$3,000.00	$100.00	$3,000.00
131		Well pointing system for dewatering, all sizes, all depths, including multiple rows of well pointing as necessary, complete in place, the sum of	LF	2,000.00	21.25	$20.00	$40,000.00	$20.00	$40,000.00	$20.00	$40,000.00	$25.00	$50,000.00	$20.00	$40,000.00
132		As authorized by the Engineer, exploratory trench excavation, backfill and pavement and/or sodding restoration for the purpose of locating existing utilities (No reimbursement for this pay item if trench is where proposed sewer main or waterline is laid), complete in place, the sum of	CY	100.00	15.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00
133		Hand digging as directed by the Engineer, complete in place, the sum of	CY	100.00	15.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00	$15.00	$1,500.00
134		Concrete cradle on existing pipe, complete in place, the sum of	EA	10.00	250.00	$250.00	$2,500.00	$250.00	$2,500.00	$250.00	$2,500.00	$250.00	$2,500.00	$250.00	$2,500.00
		SUBTOTAL SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS (Bid Items 125 - 134):					**$133,250.00**		**$133,250.00**		**$133,250.00**		**$143,250.00**		**$133,250.00**

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	$8,635,125.00	Bid Total =	$8,393,297.00	Bid Total =	$8,992,230.00	Bid Total =	$9,257,600.00	Bid Total =	$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SUBTOTAL SECTION 1 - PAVING ITEMS (Bid Items 1 - 37):							$3,745,825.00		$4,144,760.00		$4,941,875.00		$4,323,600.00		$6,102,865.00
SUBTOTAL SECTION 2 - DRAINAGE (Bid Items 38 - 85):							$4,036,550.00		$3,518,327.00		$3,404,455.00		$4,010,500.00		$5,050,456.00
SUBTOTAL SECTION 3 - WATERLINE (Bid Items 86 - 100):							$389,500.00		$389,210.00		$342,750.00		$428,000.00		$297,944.00
SUBTOTAL SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER (Bid Items 101 - 108):							$243,500.00		$126,000.00		$80,500.00		$270,500.00		$259,100.00
SUBTOTAL SECTION 5 - SUPPLEMENTAL PAVING ITEMS (Bid Items 109 - 124):							$86,500.00		$81,750.00		$89,400.00		$81,750.00		$89,000.00
SUBTOTAL SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS (Bid Items 125 - 134):							$133,250.00		$133,250.00		$133,250.00		$143,250.00		$133,250.00
BID TOTAL (Bid Items 1 - 134):							**$8,635,125.00**		**$8,393,297.00**		**$8,992,230.00**		**$9,257,600.00**		**$11,932,615.00**

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Section 2

REFERENCE: City of Beaumont
TELEPHONE NO.: 409-880-3725
CONTACT: Zheng Tan, City Engineer
PROJECT: Calder Avenue Phase I & III Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

   ANSWER: 9

2. Were you satisfied with their performance?

   ANSWER: Yes, it was a very challenging project involving large dual storm sewer box culverts underneath the roadway. Reytec's Superintendent did a good job coordinating with utility companies during project.

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 10. Reytec was very proactive in coordinating and notifying the many business owners throughout the project area.

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: There were numerous utility conflicts encountered throughout the project, but they were due to the utility companies not notifying the City that the lines were there during design.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: There were no change orders but many field changes had to happen due to the utility conflicts.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Reytec still finished ahead of schedule and on budget even with all the utility conflicts encountered during the project.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10, very appreciative of the work they did.

9. Would you like to have them perform a job for you again?

   ANSWER: Yes

REFERENCE: United Engineers, Inc.
TELEPHONE NO.: 713-271-2900
CONTACT: Sherif Mohamed, P.E.
PROJECT: City of Houston Brittmoore Road Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

   ANSWER: 9

2. Were you satisfied with their performance?

   ANSWER: Yes, Reytec was cooperative to deal with during the project and made corrections when instructed to by the Construction Manager or the City.

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 8, United Engineers as the Construction Management firm did majority of the communication with the residents but Reytec did assist in some cases.

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: There was a section of subgrade where the compaction testing failed but Reytec paved over the area. Reytec did tear out the concrete and redid the subgrade to the correct compaction parameters.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: There was one change order on the project but it was due to the design engineer not the Contractor.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Reytec was still able to finish on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10

9. Would you like to have them perform a job for you again?

   ANSWER: Yes, they are easy to work with.

REFERENCE: Infrastructure Associates, Inc.
TELEPHONE NO.: 713-622-0120
CONTACT: Eric C. Cardwell, P.E. (currently works for Atlas Civil Engineering, PLLC)
PROJECT: City of Houston Wallisville Road Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

   ANSWER: 9

2. Were you satisfied with their performance?

   ANSWER: Very satisfied.

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9.5, Reytec was very safety oriented as well.

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 9, Reytec had an excellent outreach to the residents in project area. The Reytec Superintendent went door to door with the construction inspector and spoke to the residents.

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: Reytec had some minor issues with their subcontractors but they were able to get the issues resolved.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: There are currently no change orders on the project. There was one unforeseen condition encountered whereby an underground vault was uncovered but it was resolved through the existing construction contract.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Project is still on-going and is on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 9

9. Would you like to have them perform a job for you again?

   ANSWER: Absolutely.

REFERENCE: City of Houston
TELEPHONE NO.: 832-395-2392
CONTACT: Jody Craze, Project Manager
PROJECT: Kirby Drive Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

   ANSWER: 10

2. Were you satisfied with their performance?

   ANSWER: Yes, this project involved installation of large storm sewer box culverts along the area of Kirby Drive from University to Sunset which is heavy with businesses and homeowners. Reytec did a very good job on the project.

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: Reytec was very responsive and met with numerous business owners during the project to ensure their needs were met.

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: There were some very minor problems but Reytec handled them very quickly.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: There were three change orders on the project. One was from Reytec requesting high early strength concrete to pour areas quickly for businesses. Another was due to the TDLR changing the design guidelines for curb ramps while the project was in construction. The final one had to do with CenterPoint Energy removing a power pole.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Reytec actually finished ahead of schedule. Majority of success is mainly because of Reytec's Superintendent.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10, Reytec was very accommodating.

9. Would you like to have them perform a job for you again?

   ANSWER: Absolutely.

REFERENCE: Omega Engineers, Inc.
TELEPHONE NO.: 281-245-5405
CONTACT: Robert Lengefeld, Project Manager
PROJECT: City of Houston Neighborhood Reconstruction NSR 465 Contract

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

   ANSWER: 8

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 8, Reytec's Superintendent did a great job interacting with the residents during the project.

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No, the project has gone pretty smooth.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: No change orders to date.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Project is 70% complete and is on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10, Reytec has been very responsive.

9. Would you like to have them perform a job for you again?

   ANSWER: Yes.

Section 3

Reytec

Construction Resources, Inc.

1901 Hollister St. Houston TX 77080 - P 713.957.4003 - F 713-681-0077
www.reytec.net

Paving - Sitework - Water - Sewer - Light Industrial

Reytec

Construction Resources, Inc.

COMPANY OVERVIEW

Reytec Construction Resources, Inc. is a full service general contractor headquartered in Houston, Texas. Founded in 1996, Reytec rapidly developed a reputation for construction excellence in general contracting. Focusing on quality workmanship, on-time performance and competitive pricing has resulted in satisfied repeat clients.

Our company's team brings many years of construction experience. Our estimators and project managers will work with your staff to provide accurate cost estimates and schedules. Our management administrative staff and field personnel have a wealth of experience, enabling Reytec to successfully meet our clients' construction needs.

Reytec is privately held and possesses a strong bonding capability, financial stability and an excellent safety record. We are HUB certified through the State of Texas.

Reytec takes pride in its ability to self perform with its own forces and equipment all site work, road excavation, concrete structures, foundation, paving, underground utilities including sanitary sewer, storm sewer, and domestic water systems.

Reytec has successfully engaged in many new construction and renovation projects with the private and public sectors in the following range of scope:

1. Underground Utilities - Storm Sewer, Sanitary Sewer, Domestic Water
2. Concrete Paving, Concrete Columns, Sidewalks, Driveways, Curbs
3. Asphalt Paving
4. Site Preparation
5. Tilt Wall Warehouse/Office Facilities
6. Cold Storage Buildings
7. Industrial Buildings

Reytec

Construction Resources, Inc.

ORGANIZATION

Gregg T. Reyes, President and CEO
Gregg Reyes founded Reytec Construction Resources, Inc. in February of 1996. Gregg has been involved in the commercial construction industry since 1991. His management skills were responsible for developing construction projects in the Texas market. Many of these projects were in the Federal, State, County, City and private projects throughout Texas and Florida. Gregg currently handles Reytec's business development and all aspects of project management from estimating, project buyouts, through overall project management.

Rebecca Reyes, CFO
Rebecca Reyes Co-founded Reytec Construction Resources, Inc. in February of 1996. Rebecca brings over 25 years of accounting and management experience to Reytec. Rebecca is responsible for Reytec Constructions corporate finances and accounting operations. Rebecca's key tasks also include company strategy, executive management and financial planning and analysis. Her exceptional leadership qualities and attention to planning, process and detail have kept Reytec on its continuous growth pattern.

Rusty Peña, Vice-President
Thomas (Rusty) has over 25 years experience in Engineering and Construction Management. As Plant Engineering Manager with the Bayer Corporation in Baytown and Director of Construction Services for CDI Engineering Group his duties included: Safety Administration, Construction Management, Project Management, planning and scheduling, materials management, contract administration, QA/QC, project controls and commissioning/start-up support. Projects successfully completed: Site Infrastructure, Underground Utilities, Civil and Mechanical construction. Teamwork, planning, motivation, leadership and results driven success are characteristics of the abilities that Thomas brings to a project.

Romeo Lopez, Senior Estimator
Romeo is a Civil Engineer with over 35 years of experience in general construction, including engineering, estimating, and project management. He has estimated, managed, and completed projects in the City of Houston to include: 84" waterline on English, 54" waterline on Hempstead Hwy, 72" waterline on 12th Street, 48" waterlines on Clinton and along Lathrop St., and a 36" waterline in Corpus Christi. His vast experience in underground utilities, civil, and mechanical construction make him an extraordinary leader for this organization.

Reytec
Construction Resources, Inc.

FACT SHEET

Reytec Construction Resources, Inc.
1901 Hollister St.
Houston, Texas 77080
Phone: 713.957.4003
Fax: 713.681.0077
www.reytec.net

Bank Reference
Allegiance Bank of Texas
8800 Katy Freeway, Suite 110
Houston, Texas 77024
Phone: 281.517.8730
Contact: Ignacio Pujol

Insurance
Adams Insurance Service
427 W. 20th St
Houston, Texas 77008
Phone: 713.869.8346
Contact: Norman Adams

Bonding Company:
Travelers Casualty & Surety Co of America
4650 Westway Park Blvd
Houston, Texas 77041
Phone: 281.606.8417
Fax: 281.606.8436

Bonding Agent
Adams Insurance Service
427 W. 20th St.
Houston, Texas 77008
Phone: 713.869.8346
Contact: Norman Adams

Trade and Professional Affiliations

AGC - Associated General Contractors Association
AGC of Texas - Highway, Heavy, Utilities & Industrial Branch
National Association of Minority Contractors
Houston Contractors Association

Financial Statements (Available Upon Request)

Reytec
Construction Resources, Inc.

CUSTOMER REFERENCES

1. **Southwest Redevelopment Authority**
   Cobb Fendley & Associates
   Construction Managers
   (for Bellaire at Fondren Project)
   Matthew Lopez, P.E.
   13430 N. W. Freeway Ste 1100
   Houston, TX 77040
   713.462.3242

2. **Port of Houston Authority**
   Mr. Pedro Gonzalez, P.E.
   Engineering Department
   111 East Loop North
   Houston, TX 77252
   713.670.2673

3. **Infrastructure Associates, Inc.**
   (For COH Wallisville Project)
   Eric C. Cardwell, P.E., CFM
   6117 Richmond Ave. Suite 200
   Houston, TX 77057
   713.622.0120

4. **City of Houston**
   (for Ella Paving Project)
   Julius Lovelace
   611 Walker
   Houston, TX 77002
   713.854.2775

5. **Midtown Redevelopment Authority**
   Marlon Marshall
   410 Pierce, Suite 355
   Houston, TX 77002
   713.526.7577

6. **Uptown Houston**
   Robert Taube
   1980 Post Oak Blvd, Suite 1700
   Houston, TX 77056
   713.621.2011

7. **City of Houston**
   J. Timothy Lincoln, P.E.
   City Engineer
   611 Walker
   Houston, TX 77002
   832.395.2500

8. **City of Houston**
   Kirby Drive Storm Sewer
   Jody Craze, Project Manager
   City of Houston Public Works and
   Engineering/Construction
   611 Walker, 17th Floor
   Houston, TX 77002
   713.837.7188

   Joanne Kamman
   City of Houston Public Works and
   Engineering/Construction
   Engineering Manager
   611 Walker, 17th Floor
   Houston, TX 77002
   713.837.7208

   Council Member Ed Gonzalez
   City Hall Annex
   900 Bagby, First Floor
   Houston, TX 77002
   832.393.3003

9. **Upper Kirby Redevelopment Authority**
   Travis Younkin
   Deputy Director
   3015 Richmond Ave, Suite 250
   Houston, TX 77098
   713.524.8000

Reytec
Construction Resources, Inc.

CUSTOMER REFERENCES

10. **City of Beaumont**
    Zheng Tan, P.E. (Civil Engineer)
    801 Main Street, #200
    Beaumont, TX 77701
    409.880.3725

11. **Gunda Corporation**
    Raj Tanwanim P.E.
    Vice Presient
    6161 Savoy, Suite 550
    Houston, TX 77036
    713.541.3530

12. **Lockwood, Andrews & Newnam, Inc.**
    (On Call Projects - City of Houston - Emergency Large Diameter Waterline Repair Contract)
    Gregg Henry
    2925 Briarpark Drive, Suite 400
    Houston, TX 77042-3720
    713.266.6900 x 2428

13. **United Engineers, Inc.**
    (for City of Houston Brittmoore Project)
    Sherif Mohamed, P.E.
    8303 Southwest Freeway, Suite 600
    Houston, TX 77074
    713.271.2900

14. **Omega Engineers, Inc.**
    Robert Lengefeld
    16420 Park Ten Place, Unit 520
    Houston, TX 77084
    281.245.5405

Reytec

Construction Resources, Inc.

"We Strive for Excellence"

Metrorail
Contractor Excellence Award 2010

Talento Bilingue de Houston
Corporate Heritage Award 2010

Houston Hispanic Chamber of Commerce
Male Entrepreneur of the Year 2008

Hispanic Business Magazine
100 Fastest Growing Companies, 2008, 2007, 2006, 2004, 2003

Hispanic Business Magazine
Top 500 Largest U.S. Hispanic-Owned Companies, 2010, 2008, 2007, 2006

Houston Business Journal
The Houston Minority Business Council's Emerging Ten (E-10) Award, 2005

Diversity Business
Top 100 Hispanic American Owned Businesses, 2005

Diversity Business Multicultural Business Solutions
Gregg Reyes -"One of America's Top Diversity Business Owners for 2004"

Port of Houston Authority
Small Business of the Year, 2004, 2008

Department of Commerce Minority Development Council as
"Regional Construction Firm of the Year," 2002

Chosen by the City of Houston Minority Business Development Center as the
"Minority Construction Firm of the Year," 2002

Reytec
Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF HOUSTON **Reytec Job #2148**
Reconstruction of Brittmoore Road from Hammerly Blvd to Clay Rd
Construction of approximately 6,700 feet of two 24 foot lanes in each direction and a continuous left turn lane with curbs, sidewalks, street lighting, storm water system, 24 inch waterline replacement and necessary underground utilities.

Contract Amount: $10,426,981.80
Project Start Date: 03/2013

Sudarshan Gouni, P.E.
City of Houston
Department of Public Works & Engineering
611 Walker
Houston, TX 77002
832.395.2231

CITY OF CORPUS CHRISTI **Reytec Job #2141**
Williams Dr. Phase I & II from Rodd Field Rd to Airline
Street and drainage improvements on Williams Drive (new drive will become a main artery in Corpus Christi's new medical district). Work to include: Installing large storm sewer boxes, with a new outfall, and all new concrete paving on the south side of the existing Williams drive. Once the south side is complete, Reytec will switch all traffic to the new, south side paving and begin removing inlets, manholes, and storm pipe on the north side. Then place new storm sewer box, pipes, inlets and manholes in accordance with the details. Reytec will also be removing existing asphalt street and replacing with lime stabilized base, 7" concrete paving and curb, and concrete driveways and sidewalks. Schedule is 33 months.

Contract Amount: $17,714,384.00
Project Start Date: 08/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777

Reytec
Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF HOUSTON **Reytec Job #2136**

Rehabilitation to Large Diameter WL, Valves & Appurtenances, Pkg 10

Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: $2,000,000.00
Project Start Date: 03/2012

Jonathan Prevot
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2319

Reytec

Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF CORPUS CHRISTI **Reytec Job #2153**

Oso Bay Area Park Development Phase 2, Bond 2008

Oso Bay Area Park Development Phase 2 improvements is the second construction phase of Oso Bay Park, including development of Lot 1 into an Environmental Learning Center; and, the continuation of the trails in Lot 2. Lot 2 is covered by a Conservation Easement.

Infrastructure improvements involve a 300' extension of Oso Parkway's 80' R.O.W. (40' back to back curb and gutter) from Wooldridge Street north including concrete sidewalks. Utility trunk lines will extend, including a 36" RCP storm line, 12" water main, and 12" wastewater main. The storm and wastewater mains terminate with the roadway extension. The 12" water main extends an additional 400' from the end of the roadway and terminates at a fire line detector check backflow preventer. Two 10' curb inlets are included. Public 12" C900PVC water and 8" SDR26 PVC wastewater mains extend into the site in utility easements.

Structures include an Interpretive Center and Labs Building, containing an exhibit hall, offices, restrooms and storage areas. Buildings utilize concrete, site cast concrete panels, masonry, and cementatious siding. Window frames are fiberglass with most entrance doors of anodized aluminum. A recycled material deck includes a canopy. Additional buildings include an Amphitheater and shade structure with cantilevered canopies and small shade structures within the conservations easement. Photovoltaic cells and Wind Turbines produce partial power to the site.

A Pond, west of the Labs building utilizes onsite material as a liner. A drilled well and windmill provide water and aeration as well as supplemental water to the irrigation cisterns.

A Discovery Garden behind the buildings includes an 8' hill, concrete trails, plant beds, gathering space, slides, a pre-designed play structure, and a stand-alone wall with openings.

Pavements include 10' wide concrete trail, integral color, plaza, and decomposed granite trails in the Conservation Easement. Vehicular access is a 24' wide concrete drive with ribbon curbs. An extension of the driveway leads to an area with maintenance building on slab and a dumpster enclosure. An HMAC parking lot of 46 spaces, with ribbon curb, includes four accessible spaces, two bus spaces and three dual bus drop off/parking spaces. The drop off area also includes a concrete, varying width trail with undulating seat walls.

Furnishings and signage include selections made to withstand the corrosive environment. Stainless steel, pipe, and recycled plastic are dominate materials.

The plant palette consists of mainly native plants. Bermuda grass will be used in lawn areas as well as over an area of Pavegro. Irrigation is a hybrid drip/spray system utilizing rain water, well water, and potable water where applicable.

Contract Amount: $4,215,816.00
Project Start Date: 12/2013

Daniel Biles, P.E.
City of Corpus Christi
P.O. Box 9277
Corpus Christi, TX 78469
361.826.3500

Reytec

Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF HOUSTON **Reytec Job #2155**

Large Diameter Waterline Valve Replacement Project (DWO)

Replacement of large diameter water valves that are deteriorated beyond repair, the installation of new large diameter valves, the replacement of some large diameter water lines that are associated with the installation of the new valves, and any associated work of the work orders ("repairs"). Work locations are anywhere within the City of Houston and will vary from work order to work order. The size of the valves range from 16 inches to 36 inches in diameter.

Contract Amount: $2,113,287.00
Project Start Date: 03/2014

Jadav Heena
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.4616

CITY OF HOUSTON **Reytec Job #2156**

Fire Hydrant Replacement

Replacement of fire hydrants and valves (as needed), the height correction of fire hydrants, and the relocation of fire hydrants. It also includes ancillary work such as milling, asphalt overlay and concrete removal/replacement associated with the above described work. This project also provides for point repair of water mains, up to 16 inches in diameter, resulting from fire hydrant relocation, emergency breaks, leaks and customer complaints.

Contract Amount: $1,854,604.35
Project Start Date: 03/2014

Syed Moinuddin
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.3896

Reytec
Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF CORPUS CHRISTI **Reytec Job #2158**
McArdle Road Improvements – Ennis Joslin Road to Whitake Drive
Project consists of the full reconstruction of McArdle Road from Ennis Joslin Road to Nile Drive, approximately 4,600 LF, including removal of an existing 2 lane HMAC roadway and all water, wastewater and storm infrastructure and replacement with a new 3 lane HMAC roadway (plus bike lanes) with curb and gutter and 5' concrete sidewalks, new 12" waterline, new 18" wastewater line and new storm sewer infrastructure; and full depth pavement reclamation of McArdle Road from Nile Drive to Whitaker Drive, approximately 5,200 LF, including 3" mill, 9.5" cement-stabilized pavement reclamation topped with new 3" Type 'D' HMAC restriped for a 3 lane roadway plus bike lanes and partial replacement of existing water, wastewater and storm sewer infrastructure in accordance with the plans, specifications and contract documents.

Contract Amount: $10,653,999.40
Project Start Date: 05/2014

Albert Pardo
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX 78401
361.826.3500

CITY OF HOUSTON **Reytec Job #2159**
Pressure Reducing Valve Station Improvements Package No. 5
Work includes rehabilitation, removal, installation of 11 pressure reducing valve stations at various locations within the City of Houston's water distribution system.

Contract Amount: $2,170,693.50
Project Start Date: 08/2014

Arthur Morris, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2317

Reytec
Construction Resources, Inc.

PROJECTS IN PROGRESS

CITY OF HOUSTON **Reytec Job #2161**
Wallisville Reconstruction from Lockwood to North Wayside
Reconstruction of concrete roadway improvement of street curbs, underground drainage system, new inlets, sidewalks, streetlights, signal, and necessary underground utilities.

Contract Amount: $12,111,691.00
Project Start Date: 09/2014

Azar Ahmadian, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2221

CITY OF HOUSTON **Reytec Job #2162**
Neighborhood Street Reconstruction 465
Construction of reinforced concrete paving, drainage, wastewater system, potable water system, street lighting, and tree protection.

Contract Amount: $15,297,832.98
Project Start Date: 09/2014

Mohd Warrad, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2219

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

UPTOWN DEVELOPMENT AUTHORITY **Reytec Job #2130**

2011 Uptown Construction Program - Guilford Court from Post Oak Blvd to McCue Street

Construction includes removal of existing asphalt paving and curb for a length of approximately 1000 linear feet and placement of 10" thick, 5 lane concrete boulevard section with 9" crushed subgrade. Work includes installation of a concrete storm sewer ranging in size from 24" to 30", installation of a 12" waterline and installation of a 12" sanitary sewer line. Work also includes installation of traffic signals at Guilford Court and Post Oak Blvd, and pedestrian improvements which includes the installation of Uptown sidewalks, Uptown Corner Plazas, pedestrian lights, installation of granite bollards, landscaping, and irrigation.

Post Oak Blvd from Richmond Ave to IH 610

Construction includes concrete paving and subgrade repair as directed by the Resident Engineer and Uptown, removal and replacement of existing curb, inlet modifications, removal and replacement of existing driveways, modifications to existing medians, installation of left turn lanes, additional traffic signal modifications, paint striping, landscaping and irrigation.

Additional Pedestrian Improvements

Construction includes removal of existing concrete sidewalk and wheelchair ramps, installation of Uptown Concrete sidewalks, Uptown Corner Plazas, pedestrian lighting, installation of Granite Bollard, landscaping and irrigation.

Contract Amount: $9,599.946.00
Project Start Date: 04/2011

Bobby Nagel, P.E.
Cobb Fendley
13430 Northwest Freeway, Suite 1100
Houston, TX 77040
713.462.3242
713.462.3262 Fax

CITY OF HOUSTON **Reytec Job #2139**

Fire Hydrant Replacement

Replacement of fire hydrants and valves, the height correction of fire hydrants, and the relocation of fire hydrants located in the City of Houston. It also includes ancillary work such as milling, asphalt overlay and concrete removal/replacement associated with the above described work; some work for repairs, and improvements on existing service lines and City water mains up to 16 inches in diameter, resulting from fire hydrant relocation, emergency breaks, leaks and customer complaints.

Contract Amount: $3,295,345.75
Project Start Date: 06/2012
Project End Date: 03/2013

Orin Smith, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.395.2500

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2151**
Waterline Wrap Repairs II
Work of the contract includes replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter with the use of repair wraps, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: $855,148.90
Project Start Date: 03/2013

Orin Smith, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.395.2500

CITY OF HOUSTON **Reytec Job #2147**
Hedrick Force Main Crossing
Work includes demolition and replacing the existing aerial force main with underground 42-inch force main crossing Buffalo Bayou at Wayside Drive and 69th Street.

Contract Amount: $2,858,587.00
Project Start Date: 03/2013

Akhter Hussain, P.E.
City of Houston
Department of Public Works & Engineering
611 Walker
Houston, TX 77002
832.395.2294

CITY OF HOUSTON **Reytec Job #2146**
Water Distribution System Rehabilitation and Renewal II (UMB)
Work of the contract shall include replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: $2,146,985.20
Project Start Date: 03/2013

Syed Moinuddin, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.394.9150

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2145**

Museum District/Main Street Improvement Project

Work includes construction of sidewalks, ramps, medians, pedestrian lighting, pedestrian amenities and landscape improvements along Main Street and Binz Corridors. This includes reconstruction of Main and University intersection, and pedestrian signal upgrades at Main & University, and Main & Binz intersections.

Contract Amount: $2,483,336.51
Project Start Date: 03/2013

Markos Mengesha, P.E.
1002 Washington Ave., 2nd Floor
Houston, TX 77002
832.394.9150

CITY OF HOUSTON **Reytec Job #2128**

On-Call Rehabilitation to Large Diameter WL, Valves & Appurtenances, Pkg #9

Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: $2,000,000.00
Project Start Date: 07/2011

Arthur Morris
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2317

CITY OF CORPUS CHRISTI **Reytec Job #2144**

Downtown Street Improvements, Chaparral Street, William Street to Schatzel Street

Project consists of the redesign of the roadway and pedestrian right of way of Chaparral St. between William St. and Schatzel St. The right of way will consist of designed pavers, planters, and catenary lighting to enhance the overall atmosphere of the street.

Contract Amount: $4,819,070.00
Project Start Date: 12/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2142**
Large Diameter Waterline Valve Replacement Project (UMB)
Work includes the replacement of large diameter water valves that are deteriorated beyond repair, the installation of new large diameter valves, and the replacement of some large diameter water lines that are associated with the installation of the new valves. The contract duration for this project is 548 calendar days.

Contract Amount: $3,078,282.00
Project Start Date: 12/2012

Tanika Chukwumerije
P.O. Box 1562
Houston, TX 77251
713.641.9573

CITY OF CORPUS CHRISTI **Reytec Job #2140**
Staples St Phase II from Brawner to Barracuda
Street and drainage improvements on Staples Street (a main artery in Corpus Christi). Work to include: removing inlets, manholes, and storm pipe and place new storm sewer box, pipes, inlets and manholes in accordance with the details. Reytec will also be removing asphalt street and replacing with flexible base, 9" concrete paving and curb, and concrete driveways and 8' sidewalks. Schedule is 330 days.

Contract Amount: $6,530,742.00
Project Start Date: 07/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2151**
Waterline Wrap Repairs II
Work of the contract includes replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter with the use of repair wraps, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: $855,148.90
Project Start Date: 03/2013

Orin Smith, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.395.2500

UPPER KIRBY REDEVELOPMENT AUTHORITY **Reytec Job #2137**
Richmond Avenue Drainage Improvements
Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: $4,720,779.00
Project Start Date:

Raj Tanwani, P.E.
Gunda Corporation, LLC
7322 Southwest Freeway, Suite 1802
Houston, TX 77074
713.541.3530
713.541.0032 Fax

CITY OF HOUSTON **Reytec Job #2132**
Neighborhood Street Reconstruction No. 435A
The construction of paving, drainage, water and wastewater improvements along segments of various neighborhood streets throughout the Springwood Oaks, Timber Oaks, Wrenwood Oaks and Royal Oaks Subdivisions in the Spring Branch area.

Contract Amount: $10,067,669.37
Project Start Date: 09/2011

Mohd Warrad, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2219

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2135**
Emergency Repair of Water Line Breaks-10
Repair and replace broken water lines of various sizes up to 16" in diameter throughout the City of Houston.

Contract Amount: $1,244,990.18
Project Start Date: 09/2011

Syed Moinuddin, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
713.641.7806

CITY OF HOUSTON **Reytec Job #2134**
Texas Avenue Lift Station Upgrade & Force Main Replacement
Replacement of lift station discharge piping, and construction of approximately 2700 feet of sanitary force main.

Contract Amount: $2,632,549.00
Project Start Date: 01/2012

Iraj Ranjbar, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2303

CITY OF HOUSTON **Reytec Job #2133**
Emergency Repair of Water Line Breaks-3
The project consisted of repair and replace broken water lines of various sizes up to 16" in diameter throughout the City of Houston

Contract Amount: $688,977.00
Project Start Date: 07/2011

Syed Moinuddin, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
713.641.7806

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2129**
FY11 Fire Hydrant Replacement
Reytec will act as the Prime Service Contractor to the City of Houston providing 3 crews available 7 days a week for 365 days a year to provide services described. This project involves replacement of fire hydrant and valves, the height correction of fire hydrants the relocation of fire hydrants, and or some point repair on City water mains up to 16" inches in diameter. It also includes ancillary work such as milling, asphalt overlay, and concrete removal/replacement associated with the above described work. This work will be incurred throughout various locations within the City of Houston.

Contract Amount: $2,411,466.40
Project Start Date: 10/2010

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

CITY OF HOUSTON **Reytec Job #2127**
Astoria Blvd. Paving and Drainage Improvements
The project consist of approximately 38,823 square yards of 8 inch reinforced concrete pavement with 6" curb, approximately 10,880 linear feet of Storm Sewer of various sizes, approximately 4,540 linear feet of 4, 6, 8 and 12" water line, including all appurtenances. Construction methods for utilities include open cut and augering methods. The project limits are located within the City of Houston, and within the right-of-way of the cross streets within those limits. This project is considered to be a neighborhood reconstruction project for the City of Houston.

Contract Amount: $3,986,983.20
Project Start Date: 05/2011

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF CORPUS CHRISTI **Reytec Job #2126**

Project 1: Mansheim & Helen (Bond 2008) Gabriel to Kostoryz & Sunnybrook to Gollihar consisting of Rehabilitation of Mansheim Boulevard from Gabriel Street to Kostroyz Road

Includes the removal and replacement of approximately 3,000 linear feet of 38' wide street and all existing storm sewer, wastewater and water infrastructure. Rehabilitation of Nesbitt Drive from McArdle Road to Gollihar Road including the removal and replacement of approximately 2,600 linear feet of 28' wide street and all existing storm sewer, wastewater and water infrastructure.

Project 2: Mansheim Area Improvements, Project No. 7397

Rehabilitation of approximately 14, 850 linear feet of existing vitrified clay pipe (VCP) wastewater main by pipe bursting; install approximately 1,200 linear feet of new gravity wastewater main; Rehabilitation and installation of manholes and replacement/extension of existing wastewater services.

Contract Amount: $6,890,515.50
Project Start Date: 10/2010

City of Corpus Christi
Pete Anaya
1201 Leopard St
Corpus Christi, Texas
361-826-3081

CITY OF BEAUMONT **Reytec Job #2125**

Calder Phase III

Street and drainage improvements on Calder Street from Pheland Blvd to IH-10 East Bound frontage road. Work to include; removing landscaping, planters, asphalt overlay, concrete pavement and curb, flexible base, surfacing, driveways and sidewalks. Remove inlets, manholes, culverts and storm pipe and place new storm sewer box, pipes, inlets and manholes in accordance with the details. Install new storm sewer, inlets, construct base and concrete pavement wit curb and gutter. Install traffic signals, place new fiberglass lamp poles, install sidewalk, brick pavers, landscaping, and trees with tree grates in accordance with the details.

Contract Amount: $9,687,522.00
Project Start Date: 09/10

City of Beaumont
Mr. Zheng Tan, P.E.
P.O. Box 3827
Beaumont TX 77704

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2124**

S. Braeswood Reconstruction From Kirby to Stella Link;

The project consist of approximately 47,750 square yards of 10 – inch reinforced concrete pavement with 6" curb, approximately 4,840 linear feet of Storm Sewer of various sizes, approximately 4,540 linear feet of 4, 6, 8 and 12" water line, including all appurtenances. Construction methods for utilities include open cut and augering methods. The project limits are located within the City of Houston, and within the rights-of-way of the cross streets within those limits.

Contract Amount: $5,555,067.10
Project Start Date: 10/2010

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

METRO - HOUSTON RAPID TRANSIT JV **Reytec Job #2122**

East End Utility Relocation Segment 1B

Public utility relocations over a portion of the east corridor along Harrisburg Boulevard between Stiles Street and Altic Boulevard.

Contract Amount: $1,826,971.00

Houston Rapid Transit JV
Mr. Gary Brown
1900 Main Street
Houston, TX 77002
713.652-8005

METRO - HOUSTON RAPID TRANSIT JV **Reytec Job #2121**

East End Paving

Construction of initial Roadway construction for the East End Corridor between Everton Street and Stiles Street along Harrisburg.

Contract Amount: $3,129,930.00
Project Start Date: 03/2010

Houston Rapid Transit JV
Mr. Gary Brown
1900 Main Street
Houston, TX 77002
713.652-8005

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

METRO - HOUSTON RAPID TRANSIT JV **Reytec Job #2119**
North Corridor Bike Lanes
Construct new North Corridor Bike Lane beginning at the intersection of Fulton Street and Irvington Boulevard and traveling north along Irvington approximately 2.5 mile to East Crosstimbers.

Contract Amount: $1,934,347.00
Project Start Date: 02/2010

Houston Rapid Transit JV
Mr. Joe Dooley
1900 Main Street
Houston, TX 77002
713-739-4932

CITY OF BEAUMONT **Reytec Job #2116**
Fannin Street Drainage Improvements
Reytec is the Prime Contractor to the City of Beaumont and is responsible for the removal of all existing roadway, inlets, manholes, and storm pipe and install new from 11th Street to 4th Street work includes new landscaping, traffic signal poles, new lamp poles and drainage canal to I-10.

Contract Amount: $5,249,915.25
Project Start Date: 02/2010

City of Beaumont
Rafael Miranda
P.O. Box 3827
Beaumont TX 77704

CITY OF ROSENBERG **Reytec Job #2115**
Seabourne Creek Park Reclaimed Water System & Force Main
Construct Seabourne Creek Park reclaimed water system and forced main. Includes construction of a transmission pump station, construction of a 10" PVC forced main for reclaimed water, installation of cloth media filter unit, excavation & construction of a reclaimed water storage pond.

Contract Amount: $937,813.00

City of Rosenberg
Mr. John Maresh
2110 Fourth Street
Rosenberg, TX 77471
832-595-3517

Jones & Carter, Inc.
6415 Reading Road
Rosenberg, Texas 77471
281.342.2033

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF KATY **Reytec Job #2114**
Avenue D Reconstruction
Reconstruction of Avenue D from Highway 90 to Morton Road includes 59,902 SY of 7" concrete pavement, sidewalks and adjustments to existing utilities

Contract Amount: $2,354,845.00

City of Katy
David Leyendecker
910 Avenue C
Katy, TX 774093

HENSEL PHELPS **Reytec Job #2111**
UTHSC Dental Branch
Site infrastructure for UT Health Science Center Research Park Complex, Dental Branch. Install underground utilities, clear and grubbing, fine grading, lime stabilization and building earthwork.

Contract Amount: $830,000.00
Project Start Date: 11/2009

Hensel Phelps
Mr. Paul Stirling
8322 Cross Park Drive
Austin, TX 78754
713-395-1891

CITY OF RICHMOND **Reytec Job #2110**
Lamar Drive Phase 2
Reconstruction of Lamer Drive to include installation of new underground public utilities; water, storm sewer, and sanitary sewer. The existing roadway will be removed" and widened to facilitate new utilities and we will replace 12,700SY of 7" concrete pavement.

Contract Amount: $3,350,999.00

City of Richmond
Tim Griffith
402 Morton Street
Richmond, TX 77469
281-341-0808

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

METRO - HOUSTON RAPID TRANSIT JV **Reytec Job #2108**
East End Corridor Public Utility relocations Segment 2A
Reytec is subcontracting through Houston Rapid Transit (HRT) to relocate and replace underground utilities along the proposed Metro Light Rail East Corridor

Contract Amount: $3,162,000.00
Project Start Date: 09/2009

Houston Rapid Transit JV
Mr. Gary Brown
P.O. Box 2928
Houston, TX 77252
713.652.8004

CITY OF HOUSTON **Reytec Job #2107**
Panagard and Bissonnet No. 1 Lift Station Replacement
Reytec is the Prime Contractor to the City of Houston and consists of construction of two new lift stations, installation of SCADA Systems, and demolition of two existing lift stations.

Contract Amount: $2,277,850.00
Project Start Date: 06/2009

City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

CITY OF HOUSTON **Reytec Job #2106**
On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances Pkg No. 7
Reytec is the Prime Contractor to the City of Houston and is responsible for the construction and rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a two-year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: 1.050 Adjustment Factor ($1,400,000.00)
Project Start Date: 06/2009

City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

MIDTOWN REDEVELOPMENT AUTHORITY **Reytec Job #2100**
McGowen St. Reconstruction (Smith to Hamilton)
Reytec is the Prime Contractor to the Midtown Redevelopment Authority and is responsible for the traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving stamped concrete sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 18,000 square yards of 10" concrete paving, and installation of new traffic signals. The sidewalks for this project also required decorative brick pavers to be installed throughout the length of the project. The traffic signaling was of a different standard design to complement the existing signal in the Midtown area.

Contract Amount: $5,423,241.00
Project Start Date: 10/2008
Project Completion: 04/2010

Midtown Redevelopment Authority
410 Pierce, Suite 355
Houston, TX 77002
713.526.7577

CITY OF BEAUMONT **Reytec Job #2096**
Calder Avenue Drainage Diversion and Pavement Improvement Project
Reytec is the Prime Contractor to the City of Beaumont and is responsible for performing all street and drainage improvements on Calder Street from MLK Pkwy to Main Street and on Elizabeth Street from Walnut Street to the riverside. The project consists of removal of all landscape, pilings, asphalt overlay, concrete pavement and curb, driveways, sidewalks, inlets, manholes, culverts, and storm sewer pipe. In addition, Reytec will install new storm sewer boxes, inlets, asphalt stabilized base, concrete pavement, curb and gutter, brick paver sidewalks, driveways, and wheel chair ramps, traffic signals, new fiberglass lamp poles; construct base and concrete pavement with curb and gutter; return all Right of Way elevations .

Contract Amount: $24,208,669.36
Project Start Date: 07/2008
Project Completion: 03/10/10

City of Beaumont
Mr. Zheng Tan, P.E.
P.O. Box 3827
Beaumont TX 77704

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2093**
Storm Drainage Improvements in the Fonn Villas Subdivision
This project consists of approximately 5,915 linear feet of reinforced box storm sewer; 12,457 linear feet of 60-inch, 54-inch, 48-inch, 42-inch, 36-inch, 30-inch, and 24-inch storm sewers; 2,275 linear feet of 10-inch and 6-inch sludge force main; 1,690 linear feet of 15-inch, 12-inch, 10-inch, 8-inch, and 6-inch sanitary sewer; 5,820 linear feet of 54-inch, 15-inch, 12-inch, 10-inch, 8-inch and 6-inch sanitary sewer rehabilitation; 27,315 linear feet of 12-inch, 8-inch and 6-inch waterline; roadway reconstruction and sidewalk.

Contract Amount: $16,274,537.10
Project Start Date: 05/2008
Project Completion: 03/2010

City of Houston
P.O. Box 1562
Houston, TX 77521
713.837.0037

CITY OF HOUSTON **Reytec Job #2091**
On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances Package #6
Reytec is the Prime Contractor to the City of Houston. The project consists of construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue work orders over a two-year period.

Contract Amount: $1,500,000.00
Project completion: 2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251 713.837.7680

PORT OF HOUSTON AUTHORITY **Reytec Job # 2090**
Bayport Marine Gate Expansion, Stage 2- Civil and Electrical
Project to consist: Traffic control regulation, site preparation, excavation and grading, utilities water and storm drainage, concrete pavement, curbs, pavement markings, permanent signage, operating gate systems, electrical systems, voice and data cabling systems, fire alarm and fire sprinkler systems, and security systems and devices.

Contract Amount: $2,173,750.00
Project Start Date: 09/2007
Project Completion: 05/2008

Port of Houston Authority
P.O. Box 2562
Houston, TX 77252-2562
713.670.2400

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2085**

Kirby Drive Storm Sewer Relief Project Segment 3

Reytec is the Prime Contractor to the City of Houston and is responsible for the traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), This project consists of approximately 2,945 linear feet of 14-ft x 12-ft reinforced concrete box storm sewer, 1,544 linear feet of 24-inch, 30-inch, 36-inch, and 48-inch storm sewers, 395 linear feet of 8-in through 24-in water line and concrete roadway reconstruction with curb 752,000 square yards of 10" concrete paving, 6" curb and gutter, and stamped concrete sidewalks. The location of this project, which centered around the Kirby and University Blvd. intersection, which is one of the most congested areas in the City. We worked with over 42 different organizations, including Neighborhood HOA's and business groups on a daily bases. Communication with these groups was critical to our overall work plan. We had to coordinate with numerous local businesses on access and egress to their establishments, including working nights and weekends if required.

Contract Amount: $14,377,097.00
Project Start Date: 12/2007
Project Completion: 03/10/10

City of Houston
P.O. Box 1562
Houston, Texas 77251
713.837.0037

CITY OF HOUSTON **Reytec Job #2084**

Cook Road Paving Improvements from Bissonnet Road to Bellaire Boulevard

Reconstruction of approximately 9,800 linear feet to consist of two 24 foot concrete roadway section with curb and gutter median, two H.C.F.C.D. bridge crossings and necessary underground utilities

Contract Amount: $9,997,653.85
Project Start Date: 06/2007
Project Completion: 11/2008

City of Houston
P.O. Box 1562
Houston, Texas 77251

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

HOUSTON AIRPORT SYSTEM **Reytec Job #2083**
William P. Hobby Airport - Terminal Improvement Program
East Concourse and Ticketing Building - Phase I
This project consists of demolishing the existing pavement and replacement of 35,000 sy of 16" concrete pavement at the Apron area. It also consists of constructing temporary access ways, installing the trench drain, foundation for the blast wall, stripping at the gates

Contract Amount: $7,565,000.00
Project Start Date: 03/2007
Project Completion: 02/2009

Clark Construction Group - Texas, LP
7880 Airport Blvd
Houston, Texas 77061
713.636.3700

CITY OF HOUSTON **Reytec Job #2078**
Central Park Subdivision Storm Sewer Facilities, Phase II
Reytec is the Prime Contractor to the City of Houston. The project will consist of 15,000 cubic yards of roadway excavation, removing 15,500 sq. yards of existing concrete drives, sidewalks, and roadways, 51,450 sq. yards of existing asphalt paving, 39,545 sq. yards of 6" reinforced concrete pavement, 14,535 sq. yards of 7" reinforced concrete pavement, 13,450 sq. yards of 6" concrete driveways, 6,700 sq. yards of 4 ½" concrete sidewalk, 60,975 sq. yards of 6" lime stabilized base, and 23,000 sq. yards of Hydro-Mulch seeding.

Underground Utilities:
8,896 lf - 24" RCP Storm Sewer, Open Cut
2,393lf - 30" to 60" RCP Storm Sewer, Open Cut
926 lf - 19"x30" HE Class IV Storm Sewer, Open Cut
219 lf - 29"x45" HE Class IV Storm Sewer, Open Cut
560 lf - 34"x53" HE Class IV Storm Sewer, Open Cut
112 ea - Type BB Inlets
56 ea - Standard Storm Sewer 42" to 72" Manholes
9,200 lf - Remove & Replace 8" PVC Sanitary Sewer, Open Cut
32 ea - Sanitary Sewer Manholes
6,000 lf - 8" PVC Water main, Open Cut
6 ea - Fire Hydrants
174 ea - 2" Water Meters
174 ea - New Copper Service Lines & Connection to Meter Long & Short

Contract Amount: $7,968,152
Project Start Date: 10/2006
Project completion: 01/2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251
713.837.7680

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

BEI ENGINEERING - PORT OF HOUSTON AUTHORITY **Reytec Job #2077**
Port of Houston Main Gate Entrance
Reytec is the Prime Subcontractor to BEI Engineering for this design build project. Reytec will perform approximately 90% of the construction for this project.

The project consists of the removal of 3,000 sq. yards of 10" concrete along with the existing base, 1,300 sq. yards 6" depth of existing soil, and 3,900 sq. yards of 8" sub base lime stabilization, placement of 6" concrete cement treated crushed limestone base materials, various concrete retaining walls, and building slabs. Storm sewer consists of approximately 1,200lf of 18" - 24" RCP with various types of inlets.

Contract Amount: $954,214.00
Project completion: 01/2007

Port of Houston Authority
Jack Banowsky, P.E.
P.O. Box 2562
Houston, Texas 77252
713.670.2467

BEI Engineers
Richard Montes, Project Manager
3741 Red Bluff Rd, #200
Pasadena, Texas 77503
713.475.2424 ext.149

BAYTOWN AREA WATER AUTHORITY, BAYTOWN, TEXAS **Reytec Job #2076**
30"/16" Water Transmission Main
Reytec is the Prime Contractor to the Baytown Area Water Authority. The project consists of the installation of approximately 26,000lf of 30" AWWA C-905 PVC pipe including valve, fittings, and approximately 5,300lf of 16" AWWA C-905 PVC pipe including valves and fittings. Both the 30" and 16" are being installed by open cut method. 1,000lf of 30" AWWA C-905 PVC pipe to be installed using the Slurry Auger Method. 1,424lf of 30" AWWA C-905 PVC pipe in 48" OD steel casing installed by Auger Method.

Contract Amount: $9,068,660.00
Project completion: 08/2007

Baytown Area Water Authority
Baytown Public Works
Joe Lysengen, Project Manager
7425 Thompson Rd
Baytown, Texas 77521
281.426.3517

Pate Engineers
Paul Wallick, P.E.
13333 Northwest Freeway, Suite 300
Houston, Texas 77040
713.462.3178

Reytec
Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2075**
On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances Package #5
Reytec is the Prime Contractor to the City of Houston. The project consists of construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue work orders over a two-year period.

Contract Amount: $3,000,000.00
Project completion: 2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251
713.837.7680

SOUTHWEST REDEVELOPMENT AUTHORITY **Reytec Job #2073**
Bellaire Blvd at Fondren Road Intersection Improvements
Reytec is the Prime Contractor to the Southwest Redevelopment Authority and is responsible for the complete project. The project consist of the complete reconstruction of the Bellaire and Fondren intersection to provide left turn lane at all four corners as well as to beautify the intersection with concrete décor pavers, architectural concrete, state of the art Metro bus shelters, trees and new landscaping and irrigation. The handling of contaminated soils, 3,500 sq. yards of 3" asphalt over 10" of crushed limestone base for temporary paving, 3,600 sq. yards of 8" lime stabilized sub grade, 3,600 sq. yards of 10" concrete paving, traffic signals, traffic cameras, and pavement markings.

Underground Utilities:
450 lf - 24" to 42" RCP Storm Sewer, Open Cut
1,132 lf - RCP Storm Sewer, Open Cut
439 lf - 348" RCP Storm Sewer, Open Cut
19 ea - Type C Manhole Cast In Place
Miscellaneous Waterlines and Fire Hydrants Assemblies

Contract Amount: $3,689,776.50
Project Start Date: 03/2006
Project completion: 03/2007

Southwest Redevelopment Authority
Haws Hill Calderon, LLP
Bill Calderon
2500 Tanglewilde St., Suite 260
Houston, Texas 77063
713.541.0447

Cobb Fendley & Associates
Matt Lopez, P.E.
13430 N.W Freeway, Suite 1100
Houston, Texas 77040
713.462.3242

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF BELLAIRE **Reytec Job #2072**

Bellaire Millennium Renewal Phase Six Contract One Reconstruction

Reytec is the Prime Contractor to the City of Bellaire, Texas and responsible for the complete project. Project consist of 19,000 sq. yards of 7" concrete paving, 41,000 sq. ft. of concrete sidewalk and wheelchair ramps, stripping, sodding, and traffic signal devices.

Underground Utilities:

920 lf - 24" RCP Storm Sewer
645 lf - 30" RCP Storm Sewer
1,240 lf - 36" RCP Storm Sewer
1,210 lf - 42" RCP Storm Sewer
1,975 lf - 60" RCP Storm Sewer
47 ea - B-B Inlets
7 ea - 4x4 Precast Storm Sewer Box Manholes
9 ea - 5x5 Precast Storm Sewer Box Manholes
14 ea - 6x6 Precast Storm Sewer Box Manholes
2 ea - 8x8 Precast Storm Sewer Box Manholes
3 ea - 8x5 Precast Storm Sewer Box Manholes
13 ea - 8x6 Precast Storm Sewer Box Manholes

Contract Amount: $3,782,403.50
Project Completion: 04/2007

Claunch & Miller
Edwin Rydell, Project Engineer
4365 Southwest Freeway, Suite 1100
Houston, Texas 77027
713.622.9264

CITY OF HOUSTON **Reytec Job #2064**

San Felipe Paving Improvements - Chimney Rock to Yorktown

Reytec is the Prime Contractor to the City of Houston and responsible for the complete project which includes traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving, sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 18,000 square yards of 8" concrete paving.

(Project is located on San Felipe between Chimney Rock and South Post Oak).

Underground Utilities:

1,300 lf - 12" Sanitary Sewer, Open Cut
289 lf - 24" Storm Sewer, Open Cut
545 lf - 60" Storm Sewer, Open Cut
193 lf - 72" Storm Sewer, Open Cut
200 lf - 12" PVC Water Main, Open Cut
1,902 lf - 16" PVC Water Main, Open Cut
1,888 lf - 36" Pre Stressed Bar Wrapped Concrete Cylinder Pipe Water Main, Open Cut

Contract Amount: $3,388,375.00
Projected Completion: 03/2007

City of Houston
Department of Public Works & Engineering
P.O. Box 1562
Houston, Texas 77251
713.837.0037

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS M.D. ANDERSON CANCER CENTER **Reytec Job #2060**
U.T. Research Park Infrastructure Improvements Phase One
Reytec is the Prime Subcontractor to J.E. Dunn a Design Build General Contractor. Reytec is responsible for the turnkey installation of all utilities listed below. Other contractual responsibilities include storm water management, storm drainage, site work, concrete and asphalt paving, irrigation and landscaping systems. Underground storm water storage facility with stormceptor storm water release system. Underground chilled water pipe boxes. 26,000 sq. yards of 10" concrete paving for a new four lane boulevard to service new Research Park. Athletic fields and park area.

Underground Utilities:
4,461 lf - 12" PVC Water Main, Open Cut
1,843 lf - 12'x12' Storm Box Culverts, Open Cut
802 lf - 36" RCP, C76 Storm Sewer, Open Cut
1 - 9,000 gal. Stormceptor Structure
336 lf - 12'x4' Storm Box Culverts, Open Cut
565 lf - 12" Sanitary Sewer, Open Cut
952 lf - 8" PVC Water Main, Open Cut
1,028 lf - 12'x8' Storm Box Culverts, Open Cut
2 - 26,000 gal. Stormceptor Structure
1,218 lf - 12'x6' Storm Box Culverts, Open Cut
2,558 lf - 18" Sanitary Sewer, Open Cut
621 lf - 9x8 C-789 Storm Box Culvert, Open Cut

Contract Amount: $9,222,625.00
Project Completion: 06/2006

J.E. Dunn Construction
Carl Chavis, Sr. Project Superintendent
3500 S. Gessner, Suite 200
Houston, Texas 77063
832.309.9886

MIDTOWN REDEVELOPMENT AUTHORITY **Reytec Job #2058**
Baldwin Park Neighborhood Streets
Reytec is the Prime Contractor to the Midtown Redevelopment Authority and responsible for traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving, stamped concrete sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 20,000 square yards of 7" concrete paving.

Underground Utilities:
790 lf - 8" PVC Sanitary Sewer, Open Cut
6,450 lf - 8" CL-52 DIP Water, Open Cut
1,215 lf - 24" RCP C-76 CL III Storm Sewer, Open Cut
1,700 lf - 30" RCP C-76 CL III Storm Sewer, Open Cut
325 lf - 10" PVC Sanitary Sewer, Open Cut
550 lf - 8" Water 16" Steel Casing Jack & Bore

Contract Amount: $3,465,295.00
% Completed: 100%
Project Completion: 03/2007

Midtown Redevelopment Authority
Charles Le Blanc
3401 Louisiana #355
Houston, Texas 77002
713.526.7577

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

HARRIS COUNTY **Reytec Job #2054**

C.E. King Parkway from Tidwell Road to Beaumont Highway

Reytec is the Prime Contractor to Harris County and is responsible for 35,000 sq. yards four lane 10" concrete roadway with an esplanade and concrete lined drainage channel, asphalt paving, two (2) concrete roadway bridge crossings, road excavation, lime stabilization, installation of stabilized base, B-B inlets, and type C manholes.

Storm Sewer:

2,005 lf - 24" RCP Storm Sewer
67 lf - 42" RCP Storm Sewer
698 lf - 4'x3' Reinforced Concrete Box Culvert
79 lf - 5'x5' Reinforced Concrete Box Culvert
400 lf - 6'x3' Reinforced Concrete Box Culvert
75 lf - 10'x6' Reinforced Concrete Box Culvert
190 lf - 30" RCP Storm Sewer
985 lf - 54" RCP Storm Sewer
494 lf - 5x3 Reinforced Concrete Box Culvert
515 lf - 5'x5' Reinforced Concrete Box Culvert
67 lf - 6'x4' Reinforced Concrete Box Culvert

Contract Amount: $5,294,339.00
Projected Completion: 9/2006

Harris County, Public Infrastructure Dept.
Tylene Quincy
1001 Preston Ave. 7th Floor
Houston, Texas 77002
281.224.9457

CITY OF HOUSTON **Reytec Job #2053**

Ella Paving from Pinemont to West Little York

Reytec is the Prime Contractor to the City of Houston and responsible for the complete project. Construction of ~5500lf of divided four (4) lane 57,000 sq. yards of 9" concrete street paving, curbs, esplanades, 30,000 cubic yards road excavation, traffic signal systems, 13,500lf 9x5, 3x4, 6x5 concrete box culvert, RCP storm, sanitary sewer and domestic water supply.

Underground Utilities:

3,912 lf - 24" RCP Storm Sewer, Open Cut
346 lf - 36" RCP Storm Sewer, Open Cut
1,019 lf - 5'x3' Box Storm Sewer, Open Cut
1,322 lf - 6x3 Box Storm Sewer, Open Cut
4,618 lf - 8x4 Box Storm Sewer, Open Cut
2,994 lf - 8" Sanitary Sewer, Open Cut
345 lf - 6" Watermain, Open Cut
8,130 lf - 12" PVC Watermain, Open Cut
308 lf - 30" RCP Storm Sewer, Open Cut
219 lf - 3'x3' Box Storm Sewer, Open Cut
110 lf - 5'x4' Box Storm Sewer, Open Cut
973 lf - 6x5 Box Storm Sewer, Open Cut
5,286 lf - 9x5 Box Storm Sewer, Open Cut
6,351 lf - 8" Sanitary Sewer Remove & Replace
1,120 lf - 8" PVC Watermain, Open Cut
253 lf - 16" PVC Watermain, Open Cut

Contract Amount: $8,068,527.00
Projected Completion: 9/2006

City of Houston, Public Works and Engineering
Julius Lovelace
611 Walker
Houston, Texas 77002
713.854.2775

Century Engineering, Inc.
3030 South Gessner, Suite 100
Houston, Texas 77063
713.780.8871

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS - M.D. ANDERSON CANCER CENTER **Reytec Job #2047**
Pedestrian Bridge and Bates Road Realignment
Reytec acted as a Prime Subcontractor to Eby Construction/Flintco. Reytec was responsible for the realignment of Bates Rd in front of the Clark Cancer Clinic which included the relocation of large diameter oak trees, dedicated monuments pavers, the installation of temporary asphalt roads, sidewalks and temporary pedestrian walkways, and the relocation of all underground utilities, water meter vaults, the construction of concrete planter walls, junction boxes, and planter boxes. Removed 4,000 square yards of concrete and replace with 10" concrete, colored sand blasted sidewalks, decorative pedestrian canopy, pedestrian benches and decorative pavers.

Contract Amount: $2,194,918.00
Completion Date: 03/2005

Flintco, Inc.
John Martin, Vice President
5316 Hwy 290 West, Suite 480
Austin, Texas 78735
512.891.7224

TEXAS A&M UNIVERSITY SYSTEM **Reytec Job #2046**
Easterwood Airport West Side Development - Project No. 2-2922
Reytec Construction acted as the Prime Contractor to Texas A&M and was responsible for 11" concrete paving for hanger bldg. aprons, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm inlets, and storm sewer.

Contract Amount: $1,596,112.00
Completion Date: 12/2004

Texas A&M University System
Theo Rouse, Division Director
200 Technology Way
College Station, Texas77845
979.458.7005

GALVESTON COUNTY **Reytec Job #2044**
Fairwood Road and Vauthier Road Improvements
Reytec acted as the Prime Contractor to the County of Galveston and responsible for the complete project. Project consisted of a complete remove and replace of 22,000 sq. yards asphalt road with a two (2) lane 8" concrete roadway, including concrete driveways, sidewalks, traffic signals, and road signs. Remove and replace existing two lane concrete bridge over existing bayou. 856 lf of 5'x2' concrete box culvert, Type A inlets, safety end treatments and driveway culverts.

Contract Amount: $1,781,567.50
Completion Date: 02/2005

County of Galveston
G. Michael Fitzgerald, P.E.
123 Rosenberg, Suite 4157
Galveston, Texas 77550
409.770.5554

Klotz & Associates
Barry Vanderwalt, P.E.
1160 Dairy Ashford, Suite 500
Houston, Texas 77079
713.589.7257

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

PORT OF HOUSTON AUTHORITY **Reytec Job #2041**

Extension of Inspection Ramp and Additional Pavement in Terminal 3 at Barbours Cut

Reytec Construction acted as the Prime Contractor to the Port of Houston Authority and responsible for the complete project which consisted of 12" lime stabilization, asphalt removal, installation of 12" of asphalt base material, 10" concrete pavement, and installation of 4' concrete dock and metal canopy structure.

Contract Amount: $685,981.00
Completion Date: 09/2004
Work Performed w/Forces: 100%

CITY OF HOUSTON **Reytec Job #2039**

Bertner Bridge & Paving from Holcombe to S. Braeswood Package 1, Holcombe to Brays Bayou

Reytec Construction acted as the Prime Contractor to the City of Houston and was responsible for the complete project which included concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, B-B inlets, and type C manholes, 66", 48", 36" storm sewer, sanitary sewer, domestic water.

Underground Utilities:

647 lf - 48" RCP Storm Sewer - Open Cut
107 lf - 66" RCP Storm Sewer Jack and Bore
53 lf - 12" Sanitary Sewer - Open Cut
1,130 lf - 12" Water Main - Open Cut
445 lf - 66" RCP Storm Sewer - Open Cut
253 lf - 24" RCP Storm Sewer - Open Cut
643 lf - 18" Sanitary Sewer - Open Cut

Contract Amount: $1,398,175.92
Completion Date: 09/2004
Work Performed w/Forces: 95%

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS **Reytec Job #2029**

M.D. Anderson Ambulatory Clinical Care Bldg - Herman Pressler Road & Utility Extension

Reytec acted as a Prime Subcontractor to Hensel Phelps a Design Build General Contractor. Concrete and asphalt paving, curbs, sidewalks, storm sewer, domestic water, sanitary sewer. Landscaping. New four (4) lane concrete blvd 25,000 sq. yards of 10" concrete serving the MD Anderson Clinical Care Bldg., The Cancer Prevention Bldg., UT Health Science Center School of Nursing and two (2) major Medical Center parking garages.

Underground Utilities:

835 lf - 18" Sanitary Sewer - Open Cut
1,435 lf - 30" Sanitary Sewer - Micro Tunnel
2,340 lf - 12" Domestic Water Main - Open Cut
2,062 lf - 54" Storm Sewer - Open Cut

Contract Amount: $4,425,938.00
Completion Date: 12/2004

Hensel Phelps Construction Co.
Michael Dwight
1314 Texas Ave., Suite 1015
Houston, Texas 77002
713.247.0174

CITY OF HOUSTON **Reytec Job #2026**

72" Watermain along Ella Blvd. and W. 12th St.

Reytec Construction acted as a Prime Subcontractor to Jalco, Inc. and was responsible for concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm sewer, B-B inlets, and type C manholes.

Contract Amount: $1,654,420.00
Completion Date: 02/2004
Work Performed w/Forces: 100%

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON **Reytec Job #2021**

54" Watermain along Aston, Stonington, and Hempstead from Tidwell to Brittmore

Reytec Construction acted as Prime Subcontractor to Jalco, Inc. and was responsible for concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm sewer, B-B inlets, and type C manholes.

Contract Amount: $1,238,203.00
Completion Date: 11/2003

THE UNIVERSITY OF TEXAS **Reytec Job #2019**

M.D. Anderson Cancer Center - Ambulatory Clinical Building Package #4

Reytec Construction acted as Prime Subcontractor to Hensel Phelps Construction Co. and was responsible for Cast-in-Place concrete columns, concrete foundation for three (3) lower levels of Ambulatory Clinical Care Building and concrete foundation walls to support building structure.

Contract Amount: $830,000.00
Completion Date: 12/2003
Work Performed w/Forces: 100%

Hensel Phelps Construction Co.
Michael Dwight, Project Manager
1314 Texas Ave., Suite 1015
Houston, Texas 77002
713.247.0174

Reytec

Construction Resources, Inc.

COMPANY OWNED EQUIPMENT

EXCAVATORS

EXC19	CAT	1992 245B EXCAVATOR
EXC22	CAT	2008 329DL HYDRAULIC EXCAVATOR
EXC25	CAT	2008 345DL WVG HYDRAULIC EXCAVATOR
EXC28	CAT	2010 314DLCR EXCAVATOR
EXC29	CAT	2010 320DL EXCAVATOR
EXC30	CAT	2010 336DL EXCAVATOR
EXC31	CAT	2012 320DLRR EXCAVATOR
EXC32	CAT	2012 336EL EXCAVATOR
EXC34	CAT	2012 336EL EXCAVATOR
EXC35	JOHN DEERE	2012 135D EXCAVATOR
EXC36	JOHN DEERE	2013 85D EXCAVATOR
EXC37	CAT	2013 328D (ZERO TURN) EXCAVATOR
EXC39	CAT	2013 314E LCR HYDRUALIC EXCAVATOR
EXC40	CAT	2014 349E EXCAVATOR
EXC41	CAT	2014 314E EXCAVATOR W/RUBBER TRACKS
EXC42	CAT	2014 349L HYDRAULIC EXCAVATOR
EXC43	CAT	2014 328D LCR EXCAVATOR

MINI EXCAVATORS

MEXC 01	CAT	2008 CAT 303C
MEXC 02	CAT	2011 CAT 305.5D
MEXC 03	CAT	2011 CAT 303.5D
MEXC 04	CAT	2011 CAT 303.5D
MEXC 05	CAT	2008 CAT 303CCR
MEXC 06	CAT	2008 CAT 303CCR
MEXC 07	CAT	CAT 305.5D
MEXC 08	CAT	2014 305.5D-CR MINI HYRAULIC EXCAVATOR

Reytec

Construction Resources, Inc.

BACKHOES

BH18	CAT	2004 420E IT BACKHOE LOADER
BH21	CAT	2007 420E IT BACKHOE LOADER
BH22	CAT	2008 420E IT BACKHOE LOADER
BH24	CAT	2011 420E BACKHOE LOADER
BH25	CAT	2012 420F IT BACKHOE LOADER
BH26	CAT	2012 420F IT BACKHOE LOADER
BH27	CAT	2012 420F IT BACKHOE LOADER
BH28	JOHN DEERE	2013 310SK BACKHOE LOADER
BH29	JOHN DEERE	2013 310SK BACKHOE LOADER
BH30	CAT	2013 420 FIT 4X4 RUBBER TIRE BACKHOE
BH31	CAT	2013 420 FIT BACKHOE
BH32	JOHN DEERE	310 SK BACKHOE

WHEEL LOADERS

LOD01	KOMATSU	2002 WA180 WHEEL LOADER
WL11	CAT	2010 924H WHEEL LOADER
WL12	CAT	2010 924H WHEEL LOADER
WL13	CAT	2011 924H WHEEL LOADER
WL14	CAT	2012 938K WHEEL LOADER
WL15	CAT	2013 938K WHEEL LOADER
WL16	JOHN DEERE	2013 544K WHEEL LOADER
WL17	CAT	938-K WHEEL LOADER W/FORKS
WL18	JOHN DEERE	2015 JOHN DEERE 524K LOADER
WL19	CAT	2014 924K WHEEL LOADER

SKID STEERS

SSL02	CAT	2007 248B HI FLOW XPS SKID STEER

DOZERS

DZR07	CAT	2005 D4G-XL DOZER
DZR09	CAT	2004 D5G-XL CRAWLER DOZER
DZR11	CAT	2010 D4K-XL CRAWLER DOZER
DZR12	CAT	2010 D4K-XL CRAWLER DOZER
DZR13	CAT	2010 D4K-XL CRAWLER DOZER
DZR14	JOHN DEERE	2001 450J LGP CRAWLER DOZER

Reytec

Construction Resources, Inc.

PAVERS

PAV01	ALLEN	2003 28' TRIPLE TUBE PAVER
PAV02	CMC CONSTRUCTION	16' Triple Tube Paver w/Spray System
PAV05	ALLEN	2012 24' ROLLER TUBE
PAV06	WEILER	2012 P385 ASPHALT PAVER
PAV07	MAULDIN	2013 600MT TACK TANK
PAV08	ALLEN ENGINEERING	TRTP 255 CD 255 GANG

MOTOR GRADERS

MG03	CASE	65E MOTOR GRADER
MG04	JOHN DEERE	2013 70G MOTOR GRADER

MIXERS

MIX02	CAT	2005 RM-250C MIXER
MIX03	CAT	2012 RM-300 MIXER

MILLING MACHINES

MILL01	WIRTGEN 2100	2004 MILLING MACHINE

COMPACTORS

CMR03	INGERSOLL-RAND	2003 SD-100 COMPACTOR ROLLER
CMR04	INGERSOLL-RAND	2004 SD-105 DX COMPACTOR ROLLER
CMR05	CAT	2007 CS-533E SOIL DRUM COMPACTOR
CMR06	CAT	CB-224 ASPHALT ROLLER COMPACTOR
CMR09	CATERPILLAR	2008 CS54 VIBRATORY COMPACTOR
CMR11	CATERPILLAR	CS-423E COMPACTOR ROLLER
CMR13	WACKER	RT 82 SC VIBRATORY TRENCH ROLLER
CMR14	CAT	2007 CB24 DOUBLE SMOOTH DRUM ROLLER
CMR15	DYNAPAC	2012 CC1120C ROLLER
CMR16	CAT	2014 CS44 SMOOTH DRUM ROLLER 84"
CMR17	DYNAPAC	2013 CC122 COMPACTOR DBL DRUM ROLLER

Reytec

Construction Resources, Inc.

BROOMS

BRM02	BROCE	2005 BROOM RJ350
BRM03	BROCE	RJ350 BROCE BROOM
BRM04	BROCE	RJ350 BROCE BROOM
BRM05	BROCE	2007 RJ350 BROOM
BRM06	BROCE	2009 RJ 350 BROOM

GENERATORS

GEN04	MAGNUM	MAGNUM GENERATOR MMG 125
GEN08	MAGNUM	MAGNUM GENERATOR MMG 100
GEN09	MAGNUM	MAGNUM GENERATOR MMG 35
GEN10	MAGNUM	MAGNUM GENERATOR MMG 35

COMPRESSORS

CMP01	INGERSOLL-RAND	2009 P185W1R AIR COMPRESSOR
CMP03	INGERSOLL-RAND	2003 185 AIR COMPRESSOR
CMP04	INGERSOLL-RAND	P185WIR AIR COMPRESSOR
CMP07	INGERSOLL-RAND	P185 AIR COMPRESSOR
CMP08	INGERSOLL-RAND	2008 P185 WJD AIR COMPRESSOR
CMP09	SULLAR	2007 SULLAR 175-195 CFM
CMP10	VOLVO	2014 PORTABLE AIR COMPRESSOR TRAILER

MISC. EQUIPMENT

DW03	DITCH WITCH	SK350 W/ 44: BUCKET
LITE01	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE02	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE03	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE04	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE05	VOLVO	LSC WKUB DOOSAN LIGHT TOWER
LITE06	VOLVO	LSC WKUB DOOSAN LIGHT TOWER
LITE07	VOLVO	L8 WKUB
LITE08	DOOSAN	2014 L8WKUB PORTABLE LIGHT TOWER
PMP01	GODWIN PUMP	1996 6" WATER PUMP & HOSES
PMP02	GODWIN PUMP	CD 150 M PUMP
PMP03	GODWIN PUMP	6" CD150MW WELLPOINT DIESEL PUMP
PMP04	GODWIN PUMP	6" CD150MW WELLPOINT DIESEL PUMP
PMP05	GODWIN PUMP	4" SLUDGE HS100GP

Reytec

Construction Resources, Inc.

MISC. EQUIPMENT CONTINUED

PMP06	GODWIN PUMP	2013 6" DRI-PRIME CD150 M DIESEL PUMP
PMP07	GODWIN PUMP	2013 6" DRI-PRIME CD150 M DIESEL PUMP
ATV01	HONDA	2007 HONDA MC ATV
ATV02	HONDA	2007 HONDA MC ATV
FL01	PRINCETON	PRINCETON FORKLIFT
SEAL01		SEALING MACHINE
SEAL02	SUPER SHOT	SS125 DC
WLD02	MILLER BOBCAT	2005 WELDING MACHINE
WLD03	MILLER BOBCAT	2007 225 BOBCAT WELDING MACHINE

TRUCKS

215	MACK DUMP TRUCK CTP713B	2007
216	MACK DUMP TRUCK CTP713B	2007
217	MACK DUMP TRUCK CTP713B	2007
218	MACK DUMP TRUCK CTP713B	2007
227	PETERBILT 330 S/A	1999
228	MACK DUMP TRUCK	2013
229	MACK DUMP TRUCK	2013
232	MACK DUMP TRUCK	2013
233	MACK DUMP TRUCK	2013
234	MACK DUMP TRUCK	2013
235	MACK DUMP TRUCK	2013
236	MACK DUMP TRUCK	2013
237	MACK DUMP TRUCK	2013
238	MACK DUMP TRUCK	2014
239	MACK DUMP TRUCK	2014
240	PETERBILT BELLY DUMP	2015
241	PETERBILT BELLY DUMP	2015
242	MACK GU813 DUMP TRUCK	2015
243	MACK GU813 DUMP TRUCK	2015
244	MACK GU813 DUMP TRUCK	2015
245	MACK GU813 DUMP TRUCK	2015
246	MACK GU813 DUMP TRUCK	2015
247	MACK GU813 DUMP TRUCK	2015

Reytec

Construction Resources, Inc.

BP01-3709	McNEILUS CONCRETE	BACTH PLANT (W/AXLES)
CM400	MACK	2014 MACK GU813 - CONCRETE MIXER
CM401	TEREX	2004 ADVANCE CONCRETE MIXER
CM402	TEREX	2004 ADVANCE CONCRETE MIXER
CM403	TEREX	2005 ADVANCE CONCRETE MIXER
CM404	TEREX	2005 ADVANCE CONCRETE MIXER
CM405	TEREX	2006 ADVANCE CONCRETE MIXER
CM406	MACK	2015 MACK GU813

PM01-1767	PUGMILL SYSTEMS 500 LS W/TWIN-SHAFT TWIN-DRIVE-DISCHARGE END DRIVE
A	1 - BELT SCALE FOR COORDINATING CEMENT FEEDER & WATER SYSTEM
B	1 - 1236 FEEDER BIN 12 YARD HOPPER & 36" BELT
C	1 - 3670 TRUSS FRAME CONVEYOR 36" WIDE BLT 70' LENGTH
D	1 - 528 BBL SILO (2,112 cu.ft.)
E	1 - LOSS IN WEIGHT CEMENT CONTROL FEEDER
F	1 - 10" X 10" ROTARY VANE FEEDER (3.6 cfm - 10.8 cfm)
G	1 - AERATION BLOWER FOR SILO
H	1 - 6" X 24' SCRE CONVEYOR
I	1 - 8' X 8' CONTROL HOUSE & CONTROL SYSTEM
	* 22" LCD Touchscreen Controls
	* ALLEN BRADLEY PLC for Automatic Proportioning & Recipe Control
	* WINDOWS PC with Printer for Production Reports

All equipment is in good working condition and located either at the Reytec equipment yard or a job site. Reytec has the capabilities to relocate equipment on demand.

Section 4

REYTEC CONSTRUCTION RESOURCES, INC.

CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2015

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2015

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Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

JERRY T. PAUL
Certified Public Accountant

4635 Southwest Freeway, Suite 650
Houston, TX 77027-7169
Phone 713.961.4141 Fax 281.888.7817
jerrypaulcpa@sbcglobal.net

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Reytec Construction Resources, Inc.
Houston, Texas

We have compiled the accompanying balance sheet of Reytec Construction Resources, Inc. as of June 30, 2015 and the related statements of income and changes in partners' equity for the six months then ended, and the accompanying information contained in Schedules 1, 2 and 3, which are presented only for supplementary analysis purposes. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Jerry T. Paul
Certified Public Accountant

Houston, Texas
August 7, 2015

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

EXHIBIT – A
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED BALANCE SHEET
JUNE 30, 2015

ASSETS

CURRENT ASSETS :			
Cash and Cash Equivalents		$ 1,704,932	
Certificate of Deposit		764,458	
Accounts Receivable:			
Contract Jobs	$ 5,361,024		
Retainage	3,140,389		
Employee	0	8,501,413	
Costs and Estimated Earnings on Uncompleted Contracts in Excess of Related Billings		781,402	
Prepaid Expenses		153,893	
Due from Blanco River Ranch, LP		2,693,005	
TOTAL CURRENT ASSETS			$14,599,103
FIXED ASSETS :			
Land		364,561	
Buildings		1,198,271	
Construction Vehicles		5,697,343	
Furniture and Office Equipment		70,408	
Computer Equipment		209,410	
Machinery and Equipment		13,080,602	
		20,620,595	
Less- Accumulated Depreciation		10,239,128	
TOTAL FIXED ASSETS			10,381,467
OTHER ASSETS:			
Investment in Texas Regional Water Resources		1,252,228	
Investment in Corpus Christi Industrial Park		791,878	
Investment in Benchmark Materials, LLC		658,029	
TOTAL OTHER ASSETS			2,702,135
TOTAL ASSETS			$27,682,705

See Accountant's Compilation Report.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

EXHIBIT – A
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED BALANCE SHEET
JUNE 30, 2015

LIABILITIES

CURRENT LIABILITIES:			
Accounts Payable:			
Trade	$ 6,434,708		
Retainage Due Subcontractors	554,537	$ 6,989,245	
Accrued Liabilities		197,942	
Taxes Payable		28,000	
Line of Credit Note Payable		500,000	
Current Portion Long Term Debt		2,313,931	
Billings on Uncompleted Contracts in Excess of Related Costs and Estimated Earnings		2,900,436	
TOTAL CURRENT LIABILITIES			$ 12,929,554
LONG TERM DEBT:			
Mortgages Payable – Bank		1,315,675	
Equipment Notes Payable		5,194,509	
Capital Lease Obligations Payable		3,294,248	
		9,804,432	
Less – Current Portion		2,313,931	
TOTAL LONG TERM DEBT			7,490,501
TOTAL LIABILITIES			20,420,055

EQUITY

STOCKHOLDERS' EQUITY AND PARTNERS' CAPITAL – EXHIBIT B	7,262,650
TOTAL LIABILITIES AND EQUITY	$ 27,682,705

See Accountant's Compilation Report.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

EXHIBIT – B
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED STATEMENT OF CHANGES OF EQUITY AND COMPREHENSIVE INCOME
FOR THE SIX MONTHS ENDED JUNE 30, 2015

	REYTEC CONSTRUCTION RESOURCES, INC			GMG PARTNER, LP	
	CONTROLLING INTERESTS			NON CONTROLLING	CONSOLIDATED
	COMMON STOCK	PAID IN CAPITAL	RETAINED EARNINGS	PARTNERS CAPITAL	TOTALS
BALANCE – JANUARY 1, 2015	$ 1,000	$ 5,982	$ 4,434,748	$ 2,382,943	$ 6,824,673
NET INCOME (LOSS)			457,094	(19,117)	437,977
LESS - DISTRIBUTIONS			0	0	0
BALANCE – JUNE 30, 2015	$ 1,000	$ 5,982	$ 4,891,842	$ 2,363,826	$ 7,262,650

See Accountant 's Compilation Report.

EXHIBIT – C
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE SIX MONHTS ENDED JUNE 30, 2015

	EARNED	COST	GROSS PROFIT
CONTRACT INCOME:			
Contracts Completed During the Six Months Ended June 30, 2015	$ 1,568,857	$ 1,322,955	$ 245,902
Contracts in Progress at June 30, 2015	19,645,307	17,091,588	2,553,719
GROSS PROFIT FROM CONTRACTS	$ 21,214,164	$ 18,414,543	2,799,621
INDIRECT COSTS			0
GROSS PROFIT			2,799,621
GENERAL AND ADMINISTRATIVE EXPENSES			2,368,349
INCOME FROM OPERATIONS			431,272
OTHER INCOME:			
Gain on Sale of Fixed Assets		178,067	
Miscellaneous		0	
Interest Income		760	178,827
OTHER EXPENSES:			
Interest		138,881	
Bad Debts		5,246	144,127
INCOME BEFORE TAX PROVISION			465,972
TAX PROVISION:			
Federal		None	
State		28,000	28,000
NET INCOME			$ 437,972

See Accountant's Compilation Report.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

SCHEDULE - 1
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF GENERAL AND ADMINISTRATIVE EXPENSES
FOR THE SIX MONTHS ENDED JUNE 30, 2015

Advertising	$ 1,959
Accounting and Auditing	39,275
Bank Charges	494
Building Maintenance and Repairs	11,449
Business Development Expenses	119,307
Computer Expenses	53,018
Consulting Services	5,600
Contributions	36,500
Depreciation	25,642
Dues and Subscriptions	8,832
Entertainment	10,879
Health Insurance	(6,548)
Insurance – Other	57,798
Legal Expenses	7,043
Life Insurance	350
Miscellaneous	6,843
Office Supplies and Expenses	17,797
Payroll Taxes	77,538
Payroll Insurance	7,171
Postage and Delivery	1,887
Professional Fees	74,901
Rent	1,210
401K Plan Expenses	19,039
Salaries	1,532,418
Taxes	157,492
Travel	50,257
Telephone	38,920
Utilities	11,278
TOTAL GENERAL AND ADMINISTRATIVE EXPENSES	$ 2,368,349

See Accountant's Compilation Report.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

SCHEDULE-2
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF COMPLETED CONTRACTS
FOR THE SIX MONTHS ENDED JUNE 30, 2015

JOB NO.	DESCRIPTION	CONTRACT TOTALS JOB REVENUE	CONTRACT TOTALS JOB COST	CONTRACT TOTALS GROSS PROFIT	BEFORE JANUARY 1, 2015 JOB REVENUE	BEFORE JANUARY 1, 2015 JOB COST	BEFORE JANUARY 1, 2015 GROSS PROFIT	DURING THE SIX MONTHS ENDED JUNE 30, 2015 JOB REVENUE	DURING THE SIX MONTHS ENDED JUNE 30, 2015 JOB COST	DURING THE SIX MONTHS ENDED JUNE 30, 2015 GROSS PROFIT
2145	CITY OF HOUSTON MUSEUM DISTRICT IMPROVEMENT PROJECT	$ 2,457,394	$ 2,059,521	$ 397,873	$ 2,400,647	$ 2,023,413	$ 377,234	$ 56,747	$ 36,108	$ 20,639
2152	CITY OF BEAUMONT MAGNOLIA AVENUE PAVING & DRAINAGE	5,100,958	4,921,868	179,090	3,692,272	3,638,621	53,651	1,408,686	1,283,247	125,439
2163	CITY OF CORPUS CHRISTI NAVIGATION BOULEVARD JOB CANCELLATION COMPENSATION	235,000	121,042	113,958	135,716	121,042	14,674	99,284	-	99,284
MISC	MISCELLANEOUS JOBS	4,140	3,600	540	-	-	-	4,140	3,600	540
	TOTALS	$ 7,797,492	$ 7,106,031	$ 691,461	$ 6,228,635	$ 5,783,076	$ 445,559	$ 1,568,857	$ 1,322,955	$ 245,902

See Accountant's Report

SCHEDULE-3
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF CONTRACT JOBS IN PROGRESS
JUNE 30, 2015

		JOB TO DATE				MANAGEMENT ESTIMATES							
JOB NO.	DESCRIPTION	CONTRACT AMOUNT	BILLED TO DATE	BALANCE	COST TO DATE	COST TO COMPLETE	ESTIMATED TOTAL COST	ESTIMATED PROFIT	% COMPLETE	ESTIMATED EARNINGS	UNDER BILLINGS	OVER BILLINGS	ESTIMATED REVENUE
2136	CITY OF HOUSTON REHABILITATION TO LARGE DIAMETER WATER LINES	$ 2,000,000	$ 1,912,540	$ 87,460	$ 862,522	$ 113,258	$ 975,780	$ 1,024,220	88.4%	$ 905,340	$ -	$ 144,678	$ 1,767,862
2141	CITY OF CORPUS CHRISTI WILLIAMS STREET PHASE 1 & 2	18,968,793	18,378,110	590,683	16,708,107	391,893	17,100,000	1,868,793	97.7%	1,825,965	155,962	0	18,534,072
2148	UNITED ENGINEERS RECONSTRUCTION OF BRITTMORE ROAD	10,416,074	10,284,564	131,510	9,588,589	102,000	9,690,589	725,485	98.9%	717,849	21,874	0	10,306,438
2153	CITY OF CORPUS CHRISTI OSO BAY PARK AREA PARK DEVELOPMENT-PHASE 2	4,296,966	3,944,805	352,161	3,947,126	97,899	4,045,025	251,941	97.6%	245,843	248,164	0	4,192,969
2155	CITY OF HOUSTON LARGE DIAMETER WATERLINE & VALVE REPLACEMENT	1,991,200	1,991,200	0	1,096,226	107,122	1,203,348	787,852	91.1%	717,717	0	177,257	1,813,943
2156	CITY OF HOUSTON FIREHYDRANT REPLACEMENT PROJECT	1,774,982	1,774,982	0	1,370,887	54,457	1,425,344	349,638	96.2%	336,280	0	67,815	1,707,167

SCHEDULE-3
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF CONTRACT JOBS IN PROGRESS
JUNE 30, 2015

		JOB TO DATE				MANAGEMENT ESTIMATES							
JOB NO.	DESCRIPTION	CONTRACT AMOUNT	BILLED TO DATE	BALANCE	COST TO DATE	COST TO COMPLETE	ESTIMATED TOTAL COST	ESTIMATED PROFIT	% COMPLETE	ESTIMATED EARNINGS	UNDER BILLINGS	OVER BILLINGS	ESTIMATED REVENUE
2158	CITY OF CORPUS CHRISTI MCARDLE ROAD IMPROVEMENTS	10,732,455	3,827,667	6,904,788	3,898,536	6,501,464	10,400,000	332,455	37.5%	124,624	195,493	0	4,023,160
2159	CITY OF HOUSTON PRESSURE REDUCING VALVE STATION IMPROVEMENTS	2,170,694	1,831,013	339,681	1,205,756	276,165	1,481,921	688,773	81.4%	560,416	0	64,841	1,766,172
2161	CITY OF HOUSTON WALLISVILLE ROAD RECONSTRUCTION	12,111,691	5,140,009	6,971,682	4,753,473	6,411,162	11,164,635	947,056	42.6%	403,220	16,684	0	5,156,693
2162	CITY OF HOUSTON NEIGHBORHOOD STREET RECONSTRUCTION 465	15,297,833	7,482,190	7,815,643	5,525,415	8,301,494	13,826,909	1,470,924	40.0%	587,801	0	1,368,974	6,113,216
2164	UPPER KIRBY REDEVELOP AUTH WESTHEIMER RECONSTRUCT KIRBY TO SHEPHERD	7,390,747	3,803,571	3,587,176	2,644,101	3,365,867	6,009,968	1,380,779	44.0%	607,477	0	551,993	3,251,578
2165	CITY OF HOUSTON FY2015 LDP CONSTRUCTION WORK ORDERS #1	2,340,000	172,420	2,167,580	161,426	1,638,574	1,800,000	540,000	9.0%	48,428	37,434	0	209,854
2166	CITY OF HOUSTON WATER VALVE	2,738,348	767,146	1,971,202	351,980	2,112,533	2,464,513	273,835	14.3%	39,109	0	376,057	391,089
2168	CITY OF HOUSTON BUFFALO SPEEDWAY HOLMES ROAD TO AIRPORT BLVD	12,392,198	709,696	11,682,502	505,062	10,653,979	11,159,041	1,233,157	4.5%	55,813	0	148,821	560,875
2169	CITY OF HOUSTON NSR464	8,723,900	0	8,723,900	94,655	7,710,927	7,805,582	918,318	1.2%	11,136	105,791	0	105,791
	TOTALS	$ 113,345,881	$ 62,019,913	$ 51,325,968	52,713,861	$ 47,838,794	$ 100,552,655	$ 12,793,226		7,187,017	$ 781,402	$ 2,900,436	59,900,878
	LESS-AMOUNTS RECOGNIZED IN PRIOR YEARS				35,622,273					4,633,298			40,255,571
	CURRENT YEAR AMOUNTS				$ 17,091,588					$ 2,553,719			$ 19,645,307

See Accountant's Report

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Section 5

BID BOND

STATE OF TEXAS

SURETY'S NO. n/a

COUNTY OF HARRIS

KNOW ALL MEN BY THESE PRESENTS that Reytec Construction Resources, Inc. (hereinafter called the "Principal"), as Principal, and Travelers Casualty and Surety Company of America (hereinafter called the "Surety"), as Surety, are held and firmly bound unto the City of Bellaire, Texas (hereinafter called the "Obligee"), in the amount of Ten Percent (10%) of Greatest Amount Bid Dollars ($ 10% GAB), for the payment whereof the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid or Proposal to enter into a certain written Contract with the Obligee to Rebuild Bellaire Phase 5B Reconstruction, Bid No. 16-002.

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall faithfully enter into such written Contract, then this obligation shall be void but otherwise, shall remain in full force and effect.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Bidder hereby agrees to commence the work on the above project on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within 365 consecutive calendar days thereafter as stipulated in the specifications and other contract documents. Bidder hereby further agrees to pay to Owner as liquidated damages the sum of $ 1,200.00 for each consecutive calendar day in excess of the time set forth hereinabove for completion of this project, all as more fully set forth in the General Conditions of the contract documents.

Bidder understands and agrees that this bid proposal shall be completed and submitted in accordance with the General Instructions to Bidders.

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any formality in the bidding.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

The undersigned Bidder hereby declares that he has visited the site of the work and has carefully examined the plans, specifications and contract documents pertaining to the work covered by this bid, and he further agrees to commence work on or before the date specified in the written notice to proceed and to substantially complete the work on which he has bid, as provided in the contract documents.

Enclosed with this proposal is a cashier's check or certified check for n/a Dollars ($ n/a) or a bid bond in the sum of Ten Percent (10%) of Greatest Amount Bid ($ 10% GAB), which it is agreed shall be collected and retained by the Owner as liquidated damages in the event the proposal is accepted by the Owner and the undersigned fails to execute the necessary contract documents and the required bonds (if any) with the Owner within ten (10) days after the date of receipt of written notification of acceptance of said proposal; otherwise said check or bond shall be returned to the undersigned upon demand.

Bidder understands and agrees that the contract to be executed by Bidder shall be bound and include all contract documents made available to him for his inspection in accordance with the Notice to Bidders.

Reytec Construction Resources, Inc.
Bidder

By: Signature

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Type or Print:

Bidder's Name: Gregg T. Reyes

Bidder's Address: 1901 Hollister St.
Houston, TX 77080
713-957-4003

Name of Person Signing: Gregg T. Reyes

Office Held: President

(If Bidder is a Corporation)

ATTEST:

Secretary

(Corporate Seal)

Travelers Casualty and Surety Company of America

By: Larry D. Snider, Attorney-in-Fact

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

TRAVELERS

POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 226123

Certificate No. 006294429

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insuranc Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United State Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under th laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Norman E. Adams, John A. Prince, Michael Macomber, and Larry D. Snider

of the City of Houston, State of Texas, their true and lawful Attorney(s)-in-Fac each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings an other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance c contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 19th day of March, 2015.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

State of Connecticut
City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the 19th day of March, 2015, before me personally appeared Robert L. Raney, who acknowledged himself t be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Pa Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travele Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoin instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.

Marie C. Tetreault, Notary Public

58440-8-12 Printed in U.S.A.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of December, 20 15.

Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

Travelers Casualty and Surety Company of America (?)

A.M. Best #: 003609 **NAIC #: 31194** **FEIN #: 060907370**

Domiciliary Address
One Tower Square
Hartford, CT 06183
United States

Web: www.travelers.com
Phone: 860-277-0111
Fax: 860-277-7002

Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.

Financial Strength Rating BEST A++ Superior

Based on A.M. Best's analysis, 058470 - Travelers Companies, Inc. is the **AMB Ultimate Parent** and identifies the topmost entity of the corporate structure. View a list of operating insurance entities in this structure.

Best's Credit Ratings

Financial Strength Rating View Definition

Rating:	A++ (Superior)
Financial Size Category:	XV ($2 Billion or greater)
Outlook:	Stable
Action:	Affirmed
Effective Date:	May 28, 2015
Initial Rating Date:	June 30, 1975

Long-Term Issuer Credit Rating View Definition

Long-Term:	aa+
Outlook:	Stable
Action:	Affirmed
Effective Date:	May 28, 2015
Initial Rating Date:	April 18, 2005

u Denotes Under Review Best's Rating

Best's Credit Rating Analyst

Rating Issued by: A.M. Best Company, Inc.
Senior Financial Analyst: Michael W. Russo
Assistant Vice President: Jennifer Marshall, CPCU, ARM

Disclosure Information

View A.M. Best's Rating Disclosure Statement

A.M. Best Affirms Ratings of The Travelers Companies, Inc. and Its Subsidiaries
May 28, 2015

AMB Rating Unit

Note: This data record represents an **AMB Rating Unit** and the following Best's Credit Ratings are based on the consolidated financials assigned to this record.

AMB #	Company Name	Best's FSR	Best's ICR
087376	Travelers Cas & Sur Co of Europe Ltd	A++	aa+

Rating History

A.M. Best has provided ratings & analysis on this company since 1975.

Financial Strength

Effective Date	Rating
5/28/2015	A++
5/23/2014	A++
5/30/2013	A+
5/10/2012	A+
5/26/2011	A+
6/8/2010	A+

Long-Term Issuer Credit

Effective Date	Rating
5/28/2015	aa+
5/23/2014	aa+
5/30/2013	aa
5/10/2012	aa
5/26/2011	aa
6/8/2010	aa

AMB Credit Reports

AMB Credit Report - includes Best's Financial Strength Rating and rationale along with comprehensive analytical commentary, detailed business overview and key financial data.
Report Revision Date: 6/15/2015 (represents the latest significant change).

Historical Reports are available in AMB Credit Report Archive.

View additional news, reports and products for this company.

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

ORDINANCE NO. 16-___

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, FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, A *STANDARD FORM OF AGREEMENT* WITH REYTEC CONSTRUCTION RESOURCES, INC., IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A," FOR THE PERFORMANCE AND PROVISION OF ANY AND ALL SERVICES, MATERIALS, AND EQUIPMENT NECESSARY FOR THE REBUILD BELLAIRE PHASE FIVE-B RECONSTRUCTION PROJECT IN AN AMOUNT NOT TO EXCEED $8,393,297.00.

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, respectively, for and on behalf of the City of Bellaire, Texas, a *Standard Form of Agreement* with Reytec Construction Resources, Inc., in a form as attached hereto and marked Exhibit "A," for the performance and provision of any and all services, materials, and equipment necessary for the Rebuild Bellaire Phase Five-B Reconstruction Project in an amount not to exceed $8,393,297.00 (Bid No. 16-002, Rebuild Bellaire Phase Five-B Reconstruction Project).

PASSED and **APPROVED** this 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

Attachment: Ordinance - RB Ph5B Construction (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment: Ordinance - RB Ph5B Construction (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

10111 Richmond Ave, Suite 500 ♦ Houston, TX 77042
Phone: 281.404.2300 ♦ Fax: 281.404.2294
www.meriplex.com ♦ sales@meriplex.com

The Leader in Innovation through Cloud Integration

Sales Order Form presented to: City of Bellaire
Bellaire, Texas

Meriplex Communications Ltd. would like to thank City of Bellaire for the opportunity to present this proposal.

Meriplex Communications, Ltd. is a Texas-based Limited Partnership that has established itself as a leader in the industry as an integrated voice and data provider by implementing cutting-edge technologies in Voice over Packet. Meriplex's General Manager was granted U.S. Patent #5,526,353 for Packetized Voice over Data Networks in 1996. Over 30 years of mainstream leadership experience in the telecommunications industry, coupled with rapid technological change, places Meriplex in the forefront for offering new VoIP technology business application alternatives to small, mid-sized and large businesses.

By partnering with premier suppliers such as Cisco Systems, Dell Computer, Level 3 Communications, Alpheus Communications (formerly EPGN) and Meriplex Telecom, LLC, Meriplex Communications has built a foundation of proven methodologies and reliable hardware.

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)

Meriplex

Proposed Services
MCS Cloud Based IP Phone Solution

- 130 Hosted Cisco IP Phone Service
  - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
  - Requires Cisco IP Phones and POE Switch
  - Call transfer/Voice announcements
  - Managed Cisco call control
  - 130 Voice mail accounts
  - Auto attendant

- 9 Hosted Analog Gateways
  - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
  - Customer provided Cisco Voice gateways
  - Call transfer/Voice announcements
  - Managed Cisco call control

- Metro Ethernet Internet Access
  - Loc A: 5101 Jessamine St. Bellaire, TX 77401
  - 5 Mbps Internet access
  - Public IP addresses with Justification
  - 24x7x365 Proactively Managed Circuit and Router

- 3M ESIP Port – Meriplex Cloud Environment
  - 30 Simultaneous ESIP Sessions
  - 24x7x365 Proactively Managed CUBE Router
  - Up to 6 Enhanced DID's (911, CNAM, DA, etc.)
  - Up to 200 Standard Inbound DIDs
  - 2,000 Nation-wide long distance minutes

- 3 Hosted Cisco Contact Center Express Premium Seats
  - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
  - Includes up to (1) scripts
  - Includes up to (1) queues
  - Includes enhanced training package

Quote is valid for 60 days

Scope of Work:
Meriplex Responsibilities

- Configure VPN Tunnels to Existing Customer Internet uplinks
- Migration of Customer existing 8.X CUCM Publisher and Subscriber Configurations to Meriplex Hosted Environment
- Migration of Customer existing 8.X Unity Server Configurations to Meriplex Hosted Environment
- Integrate Hosted Unity Platform with Office 365 for Voicemail to email functionality
- Migration of Customer existing 8.X UCCX to Meriplex Hosted Environment
- Install Finesse Agent Desktop on up to (3) computers

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)

Meriplex

Implementation Plan:

Meriplex Responsibilities

- Order 5Mbps Metro Ethernet Circuit for Fire station from Carrier
- Configure VPN tunnels from City hall and Police station to Meriplex Hosted environment
- Activate Metro Ethernet circuit to Fire station
- Test failover routing across VPN tunnels
- Build out Sip connection to Meriplex hosted IPT environment
- Build out Hosted CUCM environment Mimicking design of current CUCM
- Build out Hosted Untiy environment Mimicking design of current Unity System
- Build out Hosted UCCX environment Mimicking design of current UCCX System
- Implement configurations freeze on current CUCM, Unity, and UCCX Systems
- Download full databases from Existing CUCM, Unity, and UCCX Systems
- Upload databases into Hosted IPT environment.
- Test outbound calls and phone to phone calls
- Alter DHCP configuration to point phones to new hosted call manager environment
- Port inbound numbers to new Sip trunk in Hosted environment
- Test inbound and outbound calls
- Confirm all phones registered
- Test failover across Police station internet link
- Test failover across City hall internet link
- Test 911 calls

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)

Meriplex

Setup Fee: $12,206	Equipment: $0	Monthly: $6,436

Section I – Billing

The monthly fee defined above is paid in advance by the 1st or 15th of each month depending on your installation date. (*Applicable taxes and fees to be included.*) Should your usage of domestic long distance exceed purchased minutes, each additional minute will be billed at 6¢/min. Excess domestic long distance and any International minutes will appear on your following month's bill (International rates are posted on the Meriplex website: www.meriplex.com). All equipment needed for these services is sold separately. The Setup Fee as defined above is due prior to or upon installation. Please indicate your acceptance of these services and fees by reading and signing below.

Section II – Terms

You have elected to subscribe to Meriplex Communications, Ltd. (Meriplex's) services as described above, under its standard terms and conditions and the tariff and terms and conditions of local exchange carrier Meriplex Telecom, LLC. providing local exchange services. Service may be subject to credit approval and may require a deposit. These services will be provided on a **three year** contract under the following terms and conditions:

Acceptable Use Policy and Terms and Conditions

You agree to abide by Meriplex's Acceptable Use Policy and Terms and Conditions that are found on its web site at www.meriplex.com/acceptable_use_policy.htm.

The Acceptable Use Policy is merely a common sense approach to using Meriplex's services and the Internet. For example, it prohibits using the Internet for illegal purposes, transmitting threatening materials, transmitting SPAM or violating copyright laws.

The Terms and Conditions is a more detailed discussion of our agreement to provide services to you. For example, it states that you are responsible for paying for the services you use and for paying your bill on time. It explains that Meriplex retains ownership in the equipment that it may place on your premises. It also contains a discussion of warranties, liability and indemnification. You may review the Meriplex Communications, Ltd. Terms and Conditions at www.meriplex.com/terms_and_conditions.html. You may review the Meriplex Telecom, LLC tariff and term and conditions at www.meriplextelecom.com.

You should review both of these documents thoroughly prior to signing this contract and/or using Meriplex's services.

Section III – Agreement

I agree that City of Bellaire , its employees, and authorized users will abide by Meriplex's Acceptable Use Policy and Terms and Conditions and Meriplex Telecom's tariff and terms and conditions.

City of Bellaire	**Meriplex Communications, Ltd.**
Authorized Representative	*Authorized Representative*
Printed Name	*Printed Name*
Title	*Title*
Date	*Date*

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)

Meriplex

Implementation and Network Management

Meriplex proactively manages and monitors all voice and data networks. Meriplex also offers 24/7 customer care and technical support to ensure that any questions that might arise are answered promptly and completely.

Acknowledgements:

- ☐ Customer acknowledges that Meriplex has no responsibility relating to Customer's internal wiring or configuration or service of Customer's telephone equipment.
- ☐ Customer acknowledges that Meriplex has no responsibility for reconfiguration or service of Customer's computer systems.
- ☐ Customer acknowledges that it is the Customer's responsibility to contact and coordinate with Customer's telephone equipment and computer systems (Local Area Network) vendors.
- ☐ Customer acknowledges that it is the Customer's responsibility to cancel all existing services with current providers.
- ☐ Customer is willing to accept data services prior to voice services at a prorated cost of $_____.__/month.

Emergency Contact Name/Title: _____ Phone: _____

Email: _____ Cell Phone: _____

Acceptable Contact Hours: _____

Service Address:

Address: _____

City: _____ County:_____ State: _____ Zip: _____

Phone: _____ Fax: _____

Billing Address:

Address: _____

City: _____ County:_____ State: _____ Zip: _____

Phone: _____ Fax: _____

Customer's initials acknowledging above: _____

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)

ORDINANCE NO. 16-_____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE, FOR AND ON THE BEHALF OF THE CITY OF BELLAIRE, TEXAS, A CONTRACT FOR HOSTED TELEPHONE EXCHANGE SERVICES WITH MERIPLEX COMMUNICATIONS, LTD., FOR A THREE-YEAR PERIOD.

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

THAT the City Manager of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-period in an amount not to exceed $243,902.00 ($12,206.00 setup fee and monthly fees of $6,436.00 for 36 months).

PASSED, APPROVED, and **ADOPTED** this 25th day of January, 2016.

(SEAL)

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

SIGNED:

_____
Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney