

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

FEBRUARY 1, 2016

Civic Center

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401



Mayor

Andrew S. Friedberg

Mayor Pro Tem

Roman F. Reed

Council Member

Gus E. Pappas

Council Member

Michael Fife

Council Member

Trisha S. Pollard

Council Member

Pat B. McLaughlan

Council Member

David R. Montague

Mission Statement:

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

REGULAR SESSION

- A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.**
- B. Inspirational Reading and/or Invocation - David R. Montague, Council Member.**
- C. Pledges of Allegiance - David R. Montague, Council Member.**

1. U.S. Pledge of Allegiance:

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

2. Pledge to the Texas Flag:

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

I. TOWN HALL MEETING (MUNICIPAL FACILITIES PROJECT)

- A. Introduction - Andrew S. Friedberg, Mayor.**
- B. Summary of Procedure - Paul A. Hofmann, City Manager.**
- C. Presentation:**

Presentation of preliminary design plans and cost estimates for the City of Bellaire Municipal Facilities Project by Jeff Gerber, AIA, LEED AP, Chief Executive Officer of Pierce Goodwin Alexander and Linville (PGAL), and Mark Christensen, Construction Manager, Horizon+Christensen.

D. 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.

E. Adjourn.**II. ANNUAL STATE OF THE CITY MEETING**

- A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.**
- B. Annual Board and Commission Reports:**
 - 1. Boards and Commissions Governed by State Law**
 - a. Annual report of the Board of Adjustment of the City of Bellaire, Texas, presented by Tom Ligh, Board Chair.
 - b. Annual report of the Building and Standards Commission of the City of Bellaire, Texas, presented by Laura Thurmond, Commission Chair.

- c. Annual report of the Planning and Zoning Commission of the City of Bellaire, Texas, presented by Winfred Frazier, Commission Chair.

2. Boards and Commissions Governed by City Charter, Ordinance or Resolution:

- a. Annual report of the Cultural Arts Board of the City of Bellaire, Texas, presented by Terry Leavitt-Chavez, Board Chair.
- b. Annual report of the Environmental and Sustainability Board of the City of Bellaire, Texas, presented by Jason Wintz, Board Chair.
- c. Annual report of the L.I.F.E. Advisory Board of the City of Bellaire, Texas, presented by Jeri Garner, Board Chair.
- d. Annual report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas, presented by Neil Verma, Board Chair.

C. Annual State of the City Address:

State of the City Address, presented by Andrew S. Friedberg, Mayor.

D. Adjourn.

III. REGULAR MEETING

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

B. Personal/Audience Comments.

In order to address the City Council, please complete a sign-up sheet (located at the entrance to the Council Chamber), and submit it to City Clerk Tracy L. Dutton prior to the time for personal/audience comments. 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.

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

[Note: 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. Issues that cannot be referred to the City Staff for action *may* be placed on the agenda of a future City Council Session.]

C. New Business:

Discussion regarding community input received on Municipal Facilities Project, and possible action to direct City Staff concerning ongoing project planning - Submitted by Michelle Jordan, Project Manager.

D. 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. Texas Open Meetings Act, Texas Government Code, Chapter 551.

E. Adjourn.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1724

**SCHEDULED
INFORMATION ITEM (ID
1724)**

Item Title:

Annual report of the Board of Adjustment of the City of Bellaire, Texas, presented by Tom Ligh, Board Chair.

Background/Summary:

Tom Ligh, Board Chair, will present the annual report of the Board of Adjustment of the City of Bellaire, Texas (the "BOA"), to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the BOA from January 2015 to June 2015 (listed in alphabetical order):

Debbie Karakowsky
Tom Ligh
Patricia McGinty
Seth A. Miller
Amar Raval
Deborah Sharp (Chair)
Sean Wheeler

The following members served on the BOA from July 2015 to December 2015 (listed in alphabetical order):

Debbie Karakowsky
Tom Ligh (Chair)
Patricia McGinty
Seth A. Miller
Amar Raval
Samir Sinha
William E. (Bill) Stone, III

Andrew S. Friedberg, Former Council Member, served as Council Liaison to the BOA during 2015, and Staff Liaisons included ChaVonne Sampson, Development Services Manager, and Ashley Parcus, Administrative Assistant to the Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Information Item (ID # 1724)

Meeting of February 1, 2016

N/A

ATTACHMENTS:

- Annual Report - 2015 - BOA (PDF)



CITY OF
Bellaire

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

February 1, 2016

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

Submitted herewith is the annual report from the Board of Adjustment for the year 2015.

The Board of Adjustment (Board) is authorized by Texas Local Government Code Chapter 211 and is responsible for considering applications for variances or special exceptions to Chapter 24 of the Code of Ordinances of the City of Bellaire. Landowners or their agents apply to the Building Official of the Department of Community Development. Formal dockets, which must be legally advertised, are scheduled for the Board. Meetings are held to hear testimony on the application. The Board, appointed by the Bellaire City Council, consists of seven members who are citizens of the United States and residents of Bellaire for at least one year. Board members serve staggered terms of two years each, with a maximum of three consecutive terms. The Board selects its own Chair and Vice Chair for a term of one year. The Board meets on the third Thursday of each month beginning at 7:00 p.m. in the Council Chamber of City Hall. A meeting is cancelled if there are no applications for hearing that month. Special meetings may be called as necessary following all the required procedures.

A quorum of at least six members is required to hear a case. The Board of Adjustment may, authorize in specific cases, a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so the spirit of the ordinance is observed and substantial justice is done.

We believe the Board is serving the purpose for which it was created. It provides an avenue for residents who have a particular situation to appeal to the Board for relief when they believe the zoning ordinances, if enforced, would create a hardship for them. The Board, a quasi-judiciary body, determines the outcome of all applications, which may only be appealed to a Harris County District Court.

During calendar year 2015 there were only three applications for hearing. Two were in April and one in December.

Docket # BOA-2015-01 in April was an application from the property owner at 4701 Pine Street, which is at the corner with West Loop 610. The property owner, who bought the newly built house, wanted a 10-foot high masonry fence in lieu of the 8-foot allow because the first floor of his house was built higher than the minimum required elevation above the flood plain. That application was denied.

Docket # BOA-2015-02 in April was an application from the Crosspoint Church, a satellite campus of the West University Baptist Church, to build a youth center on their property located at 4609 Bellaire Blvd. in the R-3 Residential District. One Board member recused himself since he is a member of that church. The church property has 21,600 square feet. The current area required for a church is 22,000 square feet. The church applied for the permit when the code allowed only 7,400 square feet for a church in that district. The architect satisfied the adjacent neighbors with some of the building's exterior features and relocating the entry and exit to Bellaire Blvd. The application for a variance was unanimously approved by the remaining six members of the Board.

Docket # BOA-2015-03 was an application in December and the last one of the year. It had to do with the number of parking spaces required for the building at 4950 Terminal Street. The building has existed for many years and has no parking spaces. The building will be undergoing renovation to create mostly retail spaces and a limited number of office spaces. Land adjacent to the property will be leased by the applicant from CenterPoint for parking spaces, plus street parking was also counted to make up the required number of parking spaces. The application was unanimously approved.

The Board is currently reviewing their Rules of Procedures to clarify some language and delete unnecessary verbiage.

The Board recommends that City Council amend Section 2-112(g) of the Bellaire Code of Ordinances to allow a simple majority of members present and voting to consider actions not specifically called out in the Texas Local Government Code, Section 211.009 (c).

The Board greatly appreciates the City staff for their support throughout the year.

Respectfully submitted,



Tom Ligh

Chair, Board of Adjustment

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1725

**SCHEDULED
INFORMATION ITEM (ID
1725)**

Item Title:

Annual report of the Building and Standards Commission of the City of Bellaire, Texas, presented by Laura Thurmond, Commission Chair.

Background/Summary:

Laura Thurmond, Commission Chair, will present the annual report of the Building and Standards Commission of the City of Bellaire, Texas (the "BSC") to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the BSC from January 2015 to December 2015 (listed in alphabetical order):

Michael C. Baker
Charles Formica
Lee Hampton
Paul Katz
Burt Martin
Danny A. Spencer
Laura Thurmond (Chair)

Pat B. McLaughlan, Council Member, served as Council Liaison to the BSC during 2015, and Staff Liaisons included Lee Cabello, Former Building Official, ChaVonne Sampson, Development Services Manager, and Ashley Parcus, Administrative Assistant to the Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

ATTACHMENTS:

- BSC Annual Report 2015-signed (PDF)



CITY OF
Bellaire

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

February 1, 2016

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

Mayor and City Council:

In 2015, the Building & Standards Commission met at 8 Regular Meetings, 2 Workshop Sessions and 1 Training Session. In addition to serving the statutorily mandated purpose for which it was created, the Commission has continued to serve in an advisory role to City Council and provide public education on issues pertaining to building codes as outlined in the City Ordinance. During 2015 the Commission did not hear any complaints regarding substandard structures.

At the end of the year the Commission consisted of:

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

Below is a list of the Commission's major accomplishments, including items the Commission considered and acted upon:

1. The Board is serving the purpose for which it was created: The Building and Standards Commission ("BSC") is responsible for making recommendations to the City Council regarding the review of administrative actions of the City Building Official, quasi-judicial enforcement of state statutes and city ordinances concerning health and safety, implementation of federal floodplain management regulations, variances from certain regulations that are within its purview and the issuance of advisory opinions pertaining to building codes and City Policies.
2. Public Hearings
 - a. The Commission held no public hearing during 2015

3. Variances

- a. During July's regular session the Board agenda included hearing a request for appeal regarding a decision made by the Fire Marshal to require the installation of a residential fire sprinkler system; the appeal was withdrawn by the applicant prior to the meeting being called to order.

4. Ordinances

- a. The commission took action on the removal of Chapter 9, Building, Section 9-17, Amendments to Building Code, Section 602.2, Fire Zone of the City of Bellaire Code of Ordinances and voted unanimously to remove this section to bring the Code of Ordinances into alignment with the International Building Code.
- b. The Commission held two workshops discussing and developing a memorandum of understanding between the Buildings and Standards Commission and City Staff in order to establish written procedures to follow when making recommendations to Council. In February the Commission took action to amend the Buildings and Standards Commission's rules of procedure to include the process by which recommendations are made to Council.
- c. The commission began on-going discussion on a possible recommendation to City Council regarding how to ensure that builders are complying with new City building standards and how those ordinances can be enforced when compliance is not met. The Commission also began on-going discussion to host a work shop/lunch-and-learn meeting with local builders to help them become familiar with the changes to the Code of Ordinances and how the changes contribute to building a better structure.

5. The Board is currently serving community needs as discussed in item 1, as well as by Educating the public about issues pertaining to the City's building codes

- a. In May the building official addressed the commission and reported on the impact of the Memorial Weekend flood event. During his report the building official stated that city was making sure that the proper permits were being obtained for structures in need of repair. Additionally, the building official was working closely with FEMA.
- b. Due to high interest among residents regarding flooding issues, the Building Official arranged for Shawn Snyder with the Texas Water Development Board to attend the Board's regular session in June. Ms. Snyder addressed the impact of the Biggert-Waters Flood Insurance Act, discussed the City of Bellaire's CRS Rating and provided information on flood mitigation grant assistance.
 - i. Because the City of Bellaire has been proactive regarding flood mitigation we have CRS Rating of 7; which translates to a 15% discount of flood insurance for Bellaire residents.
 - ii. The Texas Water Development Board offers a Flood Mitigation Assistance Grant, and the Texas Department of Emergency Management offers a Hazard Mitigation Grant (contact person: Greg Pekar).
 - iii. Ms. Snyder stated that new FEMA maps are in the works, but it is unknown when they will be published and put into effect. She suggested that the new maps could be more punitive and suggested talking to the Harris County Flood Control District for more information on their efforts to mitigate flood problems.
- c. In August the Building Official arranged for a presentation given by Gary Zika, Program Manager for Harris County's Project Brays.

- i. "Designed to reduce the risk of flooding, the Brays Bayou Flood Damage Reduction Project, today known as Project Brays, is a cooperative effort between the Harris County Flood Control District (HCFCD) and the U.S. Army Corps of Engineers (Corps) that also incorporates local initiatives. Benefiting thousands of residents and businesses along Brays Bayou, Project Brays is the largest, most significant flood damage reduction initiative ever to be managed by HCFCD".
- ii. **Project Benefits**
"Neighborhoods within the Cities of Bellaire, Houston, Southside Place, West University Place, Meadows Place, Missouri City and unincorporated areas of Harris County, as well as the Texas Medical Center, Rice University, University of Houston, Texas Southern University, Hermann Park and the Houston Zoo will see advantages from Project Brays.

In addition to reducing flood risks, Project Brays will also work to bring much needed greenspace and recreational amenities to the communities along Brays Bayou through local initiatives led by strategic partners".

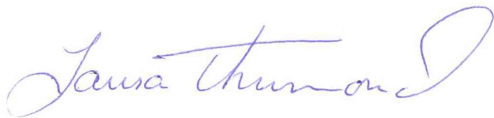
- d. The Commission participated in the Bellaire Recycles Fest for the third year in a row.

6. Other Business

- a. In February several members of the Building and Standards Commission attended a City Special Event, "State of the City Address".
- b. In July members of the Building and Standards Commission attended a training session hosted by City Officials, which addressed the roles and responsibilities of the various City Boards and Commissions.
- c. In August the Building Official's report stated that the City is very busy and on track to issue 100 building permits in 2015.
- d. At the July regular session Tracy Dutton swore in three re-appointed commissioners: Laura Thurmond, Mike Baker and Burt Martin. There were no new members.
- e. The commission continues to follow the subject of flood mitigation and the Biggert-Waters Flood Insurance Rate Reform Act of 2012.
- f. The Commission revised and adopted Rules of Procedure.
- g. The Commission prepared and submitted an Annual Report to City Council.

At this time, the board does not feel that there is any other public or private board that would better serve the function of the board; and we have no recommendations at this time.

Respectfully Submitted,



Laura Thurmond, Chair
Building & Standards Commission

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1726

**SCHEDULED
INFORMATION ITEM (ID
1726)**

Item Title:

Annual report of the Planning and Zoning Commission of the City of Bellaire, Texas, presented by Winfred Frazier, Commission Chair.

Background/Summary:

Winfred Frazier, Commission Chair, will present the annual report of the PZC to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the PZC from January 2015 to June 2015 (listed in alphabetical order):

E. Wayne Alderman
Winfred Frazier (Chair)
Paul C. Simmons
S. Lynne Skinner
Marc Steinberg
Dirk Stiggins
Bill Thorogood

The following members served on the PZC from July 2015 to December 2015 (in alphabetical order):

Christopher Butler
Winfred Frazier (Chair)
Paul C. Simmons
S. Lynne Skinner
Marc Steinberg
Dirk Stiggins
Bill Thorogood

Roman F. Reed, Council Member, served as Council Liaison to the PZC during 2015, and Staff Liaisons included John McDonald, Director of Development Services, and Ashley Parcus, Administrative Assistant to the Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Information Item (ID # 1726)

Meeting of February 1, 2016

N/A

ATTACHMENTS:

- 2015 Annual Report PZC (PDF)



CITY OF
Bellaire

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

February 1, 2016

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

Re: 2015 Annual Report

Mayor Friedberg and City Council:

The Planning and Zoning Commission of the City of Bellaire, Texas (The Commission) is an advisory body to the City Council regarding Zoning and subdivision regulations. The Commission is also responsible for the review and approval/rejection of Plats and for making recommendations to the City Council regarding plans for the physical development of the City of Bellaire.

The existence of The Commission is governed by state and local laws. These include, but are not limited to:

- Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties and Certain Other Governments.
- Texas Local Government Code, Chapter 211, Municipal Zoning Authority.
- Texas Local Government Code, Chapter 212, Municipal Regulation of Subdivisions and Property Development.
- Texas Government Code, Chapter 551, Open Meetings Law.
- Texas Government Code, Chapter 552, Open Meetings Law.
- Bellaire Code of Ordinances, Chapter 2, Article VI, Code of Ethics.
- Bellaire Code of Ordinances, Chapter 2, Article VII, Boards, Commissions and Committees.
- Bellaire Code of Ordinances, Chapter 23.5, Land Subdivision Regulations.
- Bellaire Code of Ordinances, Chapter 24, Planning and Zoning.

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

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

The Commission performed in this capacity during the year 2015 and will continue to serve the stated purpose for which it was created in the current year 2016.

Within the calendar year 2015, The Commission fulfilled its duties through the performance of the following tasks:

- Conducted nine (9) Regular Sessions, which included four (4) Public Hearings.
- Conducted two (2) Workshop Sessions.
- Conducted one (1) Training Session.
- Reviewed and acted upon one (1) Subdivision Replat (Sandcastle Homes-O Howard/O Newcastle).
- Reviewed and acted upon one (1) Amending Plat (4620 Oleander/4629 Willow).
- Reviewed and acted upon two (2) Specific Use Permits (4440 Bissonnet & Crosspoint Church),
- Reviewed and acted upon one (1) Planned Development Amendment (HEB).
- Voted to increased notification distance for zoning applications to 500 feet.
- Completed the 5-Year Review of the City's Comprehensive Plan.
- Made recommendations regarding the City's Capital Improvement Plan (CIP).
- Completed review of the Planning and Zoning Rules of Procedure.

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

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

The Commission is well positioned and suited to continue to carry out its duties moving forward in 2016. Commissioners currently serving their Bellaire community through active participation on The Commission include:

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

The Commissioners wish to express their gratitude to former Mayor Dr. Phil Nauert, Mayor Attorney Andrew Friedberg, former Mayor Pro Tem Attorney Mandy Nathan, former Councilman Jim Avioli Sr., and the City Council for supporting The Commission's efforts. We also want to thank City Manager, Paul Hofmann; City Staff - specifically John McDonald, Director of Development Services, and Ashley Parcus, Administrative Assistant; City Attorney Alan Petrov; Assistant City Attorney Scott Eidman; and City Council Liaison Roman Reed for their extensive and continual efforts to support The Planning and Zoning Commission.

In summary, The Commission looks forward to continuing to serve the Bellaire community in 2016 and is most appreciative of the opportunity.

Respectfully,



Winfred C. Frazier
Chairman
Planning and Zoning Commission

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1727

**SCHEDULED
INFORMATION ITEM (ID
1727)**

Item Title:

Annual report of the Cultural Arts Board of the City of Bellaire, Texas, presented by Terry Leavitt-Chavez, Board Chair.

Background/Summary:

Terry Leavitt-Chavez, Board Chair, will present the annual report of the Cultural Arts Board of the City of Bellaire, Texas (the "CAB"), to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the CAB from January 2015 to June 2015 (listed in alphabetical order):

Stephanie Goldfield
Jennifer Hawes
Terry Leavitt-Chavez (Chair)
Jill Patir
Jacquelyn Quick
Lisa M. Risoli
Andrew Williamson

The following members served on the CAB from July 2015 to December 2015 (listed in alphabetical order):

Jennifer Hawes
Terry Leavitt-Chavez (Chair)
Anita Mehta (appointed September 2015)
Jacquelyn Quick
Lisa M. Risoli
Jane F. Williams
Andrew Williamson

Gus E. Pappas, Council Member, served as Council Liaison to the CAB during 2015, and the Staff Liaison was Diane K. White, Assistant City Manager.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

Information Item (ID # 1727)

Meeting of February 1, 2016

ATTACHMENTS:

- Bellaire Cultural Arts Board Annual Report 2015 (DOCX)

Bellaire Cultural Arts Board Annual Report | 2015



Contents

1. Board
2. Report Updates
3. Ongoing 2015 Project Initiatives
4. Education
5. Public Programs.

Board

BELLAIRE CULTURAL ARTS BOARD



Chair

Terry Leavitt-Chavez

Vice Chair

Jennifer Hawes

Board Member

Jacquelyn Quick

Secretary

Andrew Williamson

Board Member

Lisa Risoli

**Assistant
Secretary**

Jane Williams

Board Member

Anita Metha

Council Liaison

Gus E. Pappas

Staff Liaison

Diane K. White
Assistant City Manager

Reporting Updates

Mini Mural Contract 2015

The Board and City drafted mini mural contract utilized between City Of Bellaire and Up Art Studio.

Ongoing 2015 Project Initiatives

Mini Mural Program

Beautifying Bellaire: The Bellaire Pilot Utility Box Beautification Program began. Local muralist Anat Ronen of Up Art Studio painted a Mini Mural on the 6800 block of S. Rice Ave. in Paseo Park.

Seasonal Banners

Board worked with Cheryl Bright to design holiday seasonal banner along the Bellaire and Bissonet corridors.

Artist Registry

The Bellaire Cultural Arts Board invited interested Bellaire, Texas cultural and visual artists to submit qualifications for its new artist registry. The registry will be used as a resource for reviewing qualifications when selecting artists to be considered for future public art and entertainment projects.

<http://bellairetx.gov/forms.aspx?fid=158>

Education

Condit Elementary

Board worked with Mrs. Drake first grade Class making abstract art from recycled shoeboxes for the Earth Art Contest.



Public Programs

Evelyn's Park

Board worked with Evelyn's Park Conservancy hosting painting a picket-fence temporary art installation at construction zone.



4th of July

Spin art hosted by board during celebration.



Holiday In The Park

Board hosted scratch off ornaments craft project.



Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1728

**SCHEDULED
INFORMATION ITEM (ID
1728)**

Item Title:

Annual report of the Environmental and Sustainability Board of the City of Bellaire, Texas, presented by Jason Wintz, Board Chair.

Background/Summary:

Jason Wintz, Board Chair, will present the annual report of the Environmental and Sustainability Board of the City of Bellaire, Texas (the "ESB") to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the ESB from January 2015 to June 2015 (in alphabetical order):

Pam Geyer
Mike Korotinsky
Jane McNeel
Johanna Moran
Jonathan Palmer
William E. (Bill) Stone, III (Chair)
Jason Wintz

The following members served on the ESB from July 2015 to December 2015 (in alphabetical order):

Michelle Mastin
Jane McNeel
Johanna Moran
Pegi Newhouse (appointed September 2015)
Jonathan Palmer
Helen Swiff-Goodman
Jason Wintz (Chair)

James P. Avioli, Sr., Former Council Member, served as Council Liaison to the ESB during 2015, and Staff Liaisons included Brant Gary, Director of Public Works, Todd Gross, Information Coordinator, and Shawn Cox, Special Projects Manager.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Information Item (ID # 1728)

Meeting of February 1, 2016

N/A

ATTACHMENTS:

- Annual Report - ESB 2015 (DOCX)

January 26, 2016

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

Mayor and City Council:

Pursuant to Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-104 Annual or special reports to city council (“Section 2-104”), of the Code of Ordinances of the City of Bellaire, Texas, here is the Bellaire Environmental and Sustainability Board’s annual report for the period from January 1, 2015 through December 31, 2015.

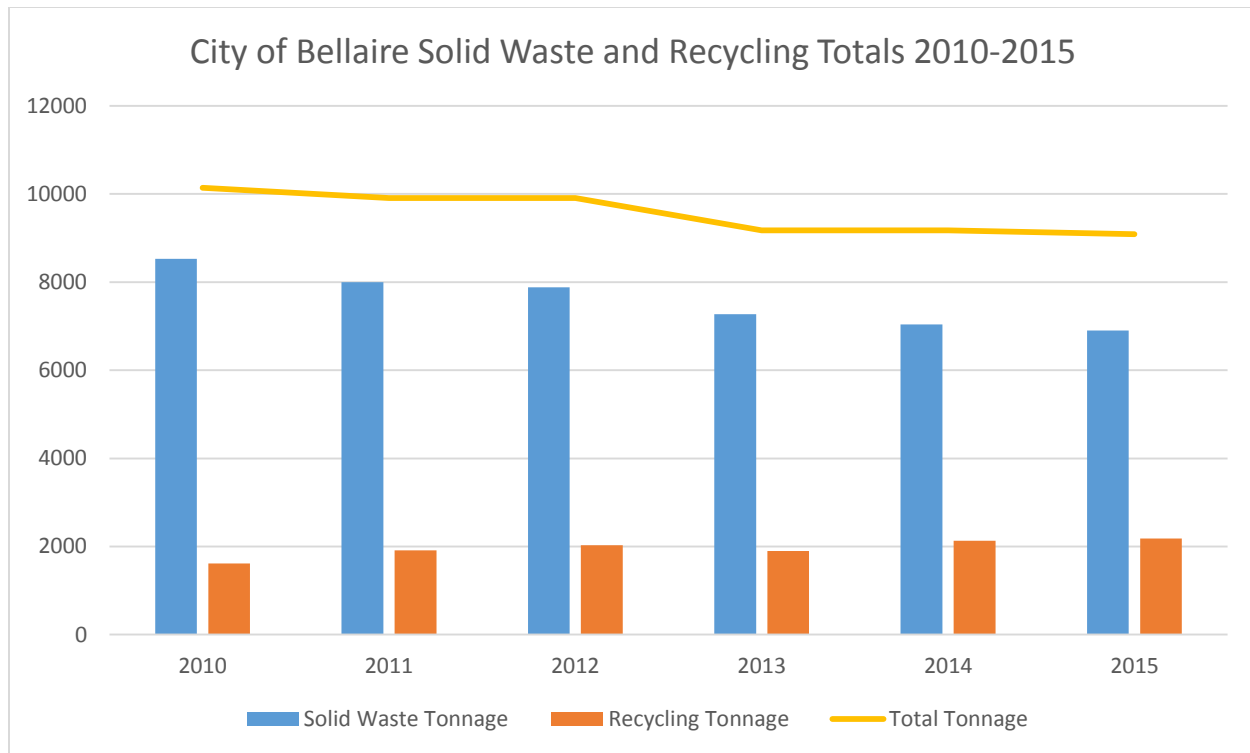
As required by said Ordinance:

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

MAJOR ACCOMPLISHMENTS AND YEAR IN REVIEW

Solid Waste and Curbside Recycling

Recycling rates for the city of Bellaire continue to improve from year-to-year. Data provided by Public Works show that however one chooses to measure success, Bellaire is improving in this regard. The percentage of material recycled has improved from less than 16 percent in 2010 to over 24 percent in 2015. The annual solid waste tonnage produced by Bellaire residents has declined more than 19 percent in that time period, while the recycling tonnage has increased more than 35 percent. Interestingly, the total tonnage (of both recycling and solid waste) has declined more than 10 percent since 2010.



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

Working with the Nature Discovery Center

The Board attended the Nature Discovery Center's Spring Fling in 2015, where we sold recycling bins, had kids' activities and continued to focus on educating our citizens on recycling issues. We also participated in the Fall Pumpkin patch, where children greatly enjoyed crushing cans. At all of these events we find residents greatly appreciate the opportunity to learn more about the city's curbside recycling program as well as living more sustainably. We look forward to increasing our partnership with the Nature Discovery Center in the coming year.

Fourth of July Parade – July 4, 2015

Representatives from the board marched in the parade with the Recycling truck, and native wildflower seeds were distributed.

2015 Bellaire Recycles Fest 7

West University did not team up with Bellaire, so we went ahead with plans to host our 7th annual event on our own. Unfortunately Mother Nature did not agree with our timing, and we were forced to cancel the event due to the threat of severe weather. We were concerned with the safety of Public Works personnel and Board and other community volunteers, as well as with a

potential lack of turnout on the part of Bellaire residents which would have led to expenditures of money without getting value from those expenditures.

With the board's hard work, particularly that of Fest Chairperson Jane McNeel and Jonathan Palmer, we were able to put together a Recycling Event (only-no festival) with short notice. Our Recycles Event was held Saturday, December 5th and was very successful. Over 300 cars drove through the line, picking up native wildflower seeds on their way to unloading paper for secure shredding, scrap metals, textiles, and e-waste. The numbers involved were impressive. American Textile Recycling Services left a collection bin for textiles which was filled to capacity. JD Metals collected over 2 tons of usable scrap metal. Compu-cycle collected almost 8 tons of e-waste. Data Shredding Services collected over 20 tons of paper.

Not only were the numbers impressive, but this year's event flowed more smoothly than any prior event, thanks to our Board members, our community volunteers, and most importantly the assistance of Brant Gary and the Public Works employees. At the end of the day, we were forced to end the recycling even as more people tried to enter the line, showing the need that exists in Bellaire for more of these events.

Evelyn's Park

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

Solid Waste Fees

We continue to discuss fees for solid waste collection, knowing that they have remained steady for over 20 years. We are committed to approaching this topic with new ideas to help incentivize greater consciousness of the decisions we make when we reach for the trash can or recycling bin.

Newsletter

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

Christmas Tree Recycling

The Save Our Beach Association is a non-profit organization (www.sobatx.org) founded to help protect our beaches along the Surfside Beach coastline. In past years we were able to

donate our trees, which were then able to be used as the basis for new sand dunes. Although we have not been able to make use of that option the last two years, we continue to explore renewing that program. In the meantime, our Public Works Department collected the holiday trees with the regular brush and limb collection, where it is used in the normal course for day cover and ground as temporary road material.

Community Gardens

The Board has begun to explore, with the assistance of the Parks Department, the possibility of creating a Community Garden in Bellaire. We feel this type of project would serve to beautify the city, and introduce the possibilities of home food production to our suburban households.

Night Skies

The Board is concerned about nighttime street illumination. Along with concerns of efficiency and safety, we would like Centerpoint and the city to keep in mind issues of light pollution. We will continue to work to educate ourselves on this issue and investigate what other communities are doing.

Keep Bellaire Beautiful

The Keep Bellaire Beautiful initiative is a wonderful opportunity to improve quality of life in the City of Bellaire. The Board seeks to maintain communication with the organization and communicate on issues within our purview, such as the use of native plants.

RECOMMENDATIONS

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

1. We feel that the success of the Recycles Event shows a strong need for more recycling opportunities in the City of Bellaire. To that end we are exploring opportunities to hold the event semi-annually, perhaps in partnership with other city events such as Family Safety Day or the Nature Discovery Center's Spring Fling.
2. We again urge City Council to continue to partner with us in assuring that recycling concerns are fully addressed in any final decisions with regard to the development of Evelyn's Park.
3. Though curbside recycling continues to improve, we need more of our residents to participate, and we welcome any help the City and its various departments and employees can give us in this regard.

4. As part of the discussion regarding solid waste fees and whether they need to be raised, we believe it is timely for the City and the Public Works Department to consider picking up recycling twice a week and solid waste once a week. Our Board believes that this will increase recycling which would benefit the tipping fees received by the City from our recycling and concurrently reduces the fees the City spends in having them dispose of solid waste collection.
5. The Board again believes the City, our Board, and our Public Works Department should undertake efforts to get our commercial business owners and their garbage/trash collectors to implement recycling collection efforts for the waste they produce.
6. On the construction of new facilities, the Board would like for the City and its planners to implement energy efficient materials, lighting, etc. that would enable the building(s) to achieve the highest LEED rating available. An additional option would be to install electric charging stations for not only our citizens, but also for any future electric vehicles the City might purchase.

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

Jason Wintz
Chair

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1729

**SCHEDULED
INFORMATION ITEM (ID
1729)**

Item Title:

Annual report of the L.I.F.E. Advisory Board of the City of Bellaire, Texas, presented by Jeri Garner, Board Chair.

Background/Summary:

Jeri Garner, Board Chair, will present the annual report of the LIFE Advisory Board of the City of Bellaire, Texas (the "LIFE") to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on LIFE from January 2015 to June 2015 (in alphabetical order):

Barbara Davis
Jeri Garner
Marjorie Ishee
Roberta Murray
Iola Pickul (Chair)
Marla Turner
Pat Westwood

The following members served on LIFE from July 2015 to December 2015 (in alphabetical order):

Barbara Davis
Jeri Garner (Chair)
Roberta Murray
Pat Westwood

Dr. Philip L. Nauert, Former Mayor, served as Council Liaison to the LIFE during 2015, and Staff Liaisons included Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities, and Victoria Arevalo, Recreation Supervisor of Parks, Recreation, and Facilities.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

Information Item (ID # 1729)

Meeting of February 1, 2016

ATTACHMENTS:

- 2015 Annual Report - BLIFE (DOCX)

State of the City Report February 1, 2016 LIFE Advisory Board

The City of Bellaire Parks, Recreation and Facilities Department provides the Bellaire LIFE (BLIFE) program for active adults ages 50 and up. BLIFE represents **L**iving, **I**nformation, **F**un, and **E**nrichment. The programming is designed to keep participants engaged in life through continued learning opportunities, new relationships and new experiences. The programming provides the residents of Bellaire and surrounding communities with a leisure lifestyle through socialization, games, day trips, special activities and events.

I am Jeri Garner and I am the Chair of the LIFE advisory board, and have lived in Bellaire for 44 years. I retired from Chevron off of Fournace Pl. and served on the board for the past five and half years. The board is comprised of Pat Westwood, Roberta Murray, and Barbara Davis. The LIFE advisory board's role is to meet monthly to provide guidance to staff to help with programing objectives. We are a working board that also provides assistance to staff during all programs, trips, activities and events.

BLIFE takes advantage of free bus transportation services offered by the Harris County Transportation Department. Throughout the year staff is able to secure one to two Harris County buses per month for day trips within a 200-mile radius from Houston. The trips provide a change of scenery for the participants as well as provide an opportunity to learn about an area's history, tourism and entertainment opportunities; to make new friends; and to enhance the overall lifestyle of each participant.

In 2015, we had the opportunity to tour towns such as Victoria to see historic homes, and go to the Painted Churches of Schulenburg. We went up to Waco to see the Texas Ranger Hall of Fame Museum and Dr. Pepper Museum, where we all got free samples straight from the fountain. In San Antonio, we went to the Guinness Book of World Record Museum and we were also able to go shoe shopping after our tour of the SAS Shoe Factory. We have gone to several museums such as the H.P.D., H.F.D., Menil, Holocaust, Art Car, Texas Prison, H.E.A.R.T.S., Elisabet Ney, Harry Ranson, Blanton and LBJ. We even got a tour of the Federal Reserve Bank, which who doesn't like learning about money? Some of us even learned more about our family history at the Clayton Library. In Hempstead, we got to go to an orchard and pick our own fruit from the tree and then in Chappell Hill we were able to go out to Lavender Farm and relax. We have had a night out at Theater Under the Stars to see Cinderella and spent the day in Galveston where we had the opportunity to explore a WWII submarine. In honor of Veteran's Day we went out to The National United States Armed Forces Museum and then went over to Baytown to meet the artist Ken Pridgeon who paints the portraits of the fallen soldiers, and owns the Potraits of a Warrior Memorial Art Gallery. We had a lot of fun going to St. Arnold's brewery, Bernhardt Winery, and Railean Distillery. For Valentine's we went on a Chocolate Tour, and for the holiday season we went to see the lights at Sugar Land's Constellation Field and then the Magical Winter Lights at the Sam Houston Race Park.

We have also had plenty of fun activities here at Bellaire such as celebrating different events like Elvis's birthday, singing karaoke, Superbowl, Rodeo, St. Patrick's Day, 4th of July, Thanksgiving, had a Hawaiian Luau, and a Holiday Party. We had educational seminars on computers, nutrition, finances, and fire and fall prevention. In October, we also had the opportunity to celebrate Bellaire LIFE's 30th Anniversary by having a black and white themed party with a Frank Sinatra impersonator.

The LIFE board has been fortunate enough to work with Dr. Nauert the past few years and we are very excited and honored to start working with our new Mayor Andrew Freidberg.

2015 BLIFE Programming Participation

Activity	# of Participants
23 Bus day trips	603
10 Educational Seminars	92
12 Monthly Bingo games	250
11 Monthly Men's/Women's Club Programs	201
8 Games Day	61
48 Monday Bridge	862
29 Tuesday Bridge	136
51 Wednesday Crafts and Conversation	238
49 Friday Bridge	578
12 Movies	279
16 Special Events: Luncheons, Bunco, Socials, etc.	420
Totals	
269 activities	3,720 participants

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 1730

**SCHEDULED
INFORMATION ITEM (ID
1730)**

Item Title:

Annual report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas, presented by Neil Verma, Board Chair.

Background/Summary:

Neil Verma, Chair, will present the annual report of the Parks and Recreation Advisory Board (the "PRAB") to members of City Council on Monday, February 1, 2016. A copy of the referenced report is attached to this agenda statement.

The following members served on the PRAB from January 2015 to June 2015 (in alphabetical order):

Todd L. Blitzer
James Broadwell (Chair)
Susan Hawes
Gay Mayeux
Julie McNee
Paula Mey
Neil Verma

The following members served on the PRAB from July 2015 to December 2015 (in alphabetical order):

Todd L. Blitzer
Travis Crabtree (appointed September 2015)
Susan Hawes
Denise Leisten
Julie McNee
Kevin Sisk
Neil Verma (Chair)

Amanda B. (Mandy) Nathan, Former Mayor Pro Tem, served as Council Liaison to the PRAB during 2015, and Staff Liaisons included Karl Miller, Director of Parks, Recreation, and Facilities, and Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Information Item (ID # 1730)

Meeting of February 1, 2016

N/A

ATTACHMENTS:

- 2015 Annual Report - PRAB (PDF)

January 26, 2016

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

Re: Annual Report of the Bellaire Parks and Recreation Advisory Board

Mayor and City Council:

My name is Neil Verma and I am the Chair of the Bellaire Parks and Recreation Advisory Board (the “**Board**”). The Board is comprised of a dedicated team of volunteers including Todd Blitzer, Julie McNee, Denise Leisten, Kevin Sisk, Travis Crabtree, and Susan Hawes. I am proud to serve with these fellow citizens. In 2015 (and prior years) we were very fortunate to have Mandy Nathan as our City Council liaison who brought with her many years of dedication and experience with City park facilities. We are excited and honored to now work with Pat McLaughlan.

The role of our board is to serve in an advisory capacity to City Council by providing recommendations on our city’s parks, trails, and recreation facilities. Those recommendations are based on site visits, and input from citizens and city employees including the Bellaire Parks, Recreation and Facility Department, particularly Karl Miller, Cheryl Bright, and Buster Adams.

This year has been a year of planning and, thanks to some additional funds from City Council, a year of doing. With respect to planning, we completed the ten year master plan for our city’s parks, trails, and facilities. The parks master plan was a project that took just under two years, assessing the needs of our various parks and facilities and making recommendations on capital improvements over the course of the next ten years. The funding for these projects remain undecided, but the master plan serves as a grand vision of both the appearance and content of our city’s parks, trails and facilities. In the Park’s Master Plan, we envision uniformity of amenities and appearance, better lighting, newer equipment, and adding a variety of experiences and amenities, making each park a unique destination.

As a subset of the parks master plan, we began work on an Evergreen Park Master Plan. Over the course of 2015, we worked with the City’s landscape architect, Clark Condon & Associates, to develop ideas for the design and layout of Evergreen Park and estimated budgets for various proposed enhancements and renovations. We looked at ideas for the parking lot, the pool, play structures, picnic features, and integration with Russ Pittman Park, Nature Discovery Center, and the Newcastle Trail. The plan was designed to serve as a starting point for discussions with the citizens of Bellaire, which culminated in a public forum held on January 20, 2016. This project is not funded, but this plan should provide direction to City Council on what the Board recommends, taking input in from the stakeholders of the City, the citizens, so that funding considerations can be made.

With respect to “doing”, the two biggest projects of 2015 were the improvements to the Holly Street Trail and several improvements, including a new playground, at Lafayette Park. Last

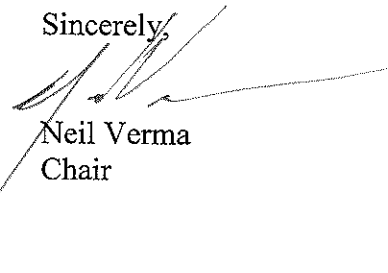
year, we were presented with the difficult decision of trying to allocate limited resources between improvements to the Holly Street Trail, which had been devastated during the drought of 2011, and replacing a dated, potentially unsafe, playground structure at Lafayette Park that was so old, replacement parts were no longer available for it. Luckily, City Council found a way to fund both pressing projects. In particular, for Lafayette Park, playground equipment, drainage, benches, picnic tables, dog park and soccer field improvements and new equipment were all installed and completed this past Fall. The Board and the Parks Department have heard great feedback from the neighborhood on the improvements. From a policy perspective, a Parks Department revenue management plan was developed, and policies related to park rental and park signage were approved.

I wanted to take a moment and recognize the dedication and hard work that the Bellaire Parks, Recreation and Facility Department does for our city. The City of Bellaire was recently awarded the Texas Recreation and Park Society's Gold Medal Award, which honors communities throughout Texas that demonstrate excellence in long-range planning, resource management, volunteerism, environmental stewardship, program development, and professional development. The Parks and Rec Department also works tirelessly maintaining our parks, such as adding safety fencing or playground safety surface material, running facility programming, such as basketball leagues and Camp Paseo, and putting on events such as The 4th of July Parade, Holiday in the Park and the Trolley Run.

For 2016, we are looking at making playground equipment upgrades to Mulberry Park, continuing the development of the Evergreen Master Plan, and looking at improvements to park interconnectivity. For example, we are examining better lighting along the Newcastle Trail to not only improve its appearance, but make it safer for our citizens. We also believe that greater interconnectivity makes the city feel like a neighborhood, making it possible, for example, for residents to hop on a bicycle or jog and go from inside the loop and safely get to the Aquatic Center, or for residents outside the loop to get to Evelyn's Park.

On behalf of the Parks Board, we are honored to serve the City, and look forward to a year of greater progress for the our parks and recreation facilities.

Sincerely,



Neil Verma
Chair

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 02/01/16 06:00 PM
Department: City Manager's Office
Category: Discussion
Department Head: Michelle Jordan
DOC ID: 1804

**SCHEDULED
ACTION ITEM (ID # 1804)**

Item Title:

Discussion regarding community input received on Municipal Facilities Project, and possible action to direct City Staff concerning ongoing project planning - Submitted by Michelle Jordan, Project Manager.

Background/Summary:**Previous Council Action Summary:**

Public comment regarding the current status of the Municipal Facilities project will be heard at the February 1, 2016 Town Hall meeting immediately preceding the City Council Meeting. Council will then have the opportunity to discuss and provide direction as appropriate.