



# CITY OF BELLAIRE TEXAS

## MAYOR AND COUNCIL

FEBRUARY 1, 2016

Civic Center

Regular Session

6:00 PM

7008 S. RICE AVENUE  
BELLAIRE, TX 77401

### REGULAR SESSION

#### 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 6:02 p.m. on Monday, February 1, 2016. The Regular Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401, and consisted of three (3) meetings: (1) Town Hall Meeting on the Municipal Facilities Project; (2) Annual State of the City Meeting; and (3) Regular Meeting.

Mayor Friedberg announced that a quorum of the members of City Council was present as delineated 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	Absent (Arrived at 6:41 PM)
Pat B. McLaughlan	Council Member	Absent
Michael Fife	Council Member	Present
David R. Montague	Council Member	Present

Other officials that were present included Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

#### B. Inspirational Reading and/or Invocation - David R. Montague, Council Member.

**David R. Montague, Council Member**, provided the inspirational reading for the evening.

#### C. Pledges of Allegiance - David R. Montague, Council Member.

**David R. Montague, Council Member**, led the members of City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

### I. TOWN HALL MEETING (MUNICIPAL FACILITIES PROJECT)

#### A. Introduction - Andrew S. Friedberg, Mayor.

**Andrew S. Friedberg, Mayor**, welcomed citizens and interested persons to the Town

Hall Meeting. He advised that the meeting this evening and future town hall meetings represented City Council's effort to more often and proactively reach out to citizens and stakeholders for input on the big decisions.

Mayor Friedberg advised further that on September 15, 2015, City Council adopted a new site plan for the Municipal Facilities as recommended by the Ad Hoc Municipal Facilities Committee and in response to public input. Then, on November 2, 2015, City Council retained Horizon+Christensen as its construction manager to work with the City's architect, PGAL.

The design was refined and cost estimates compiled for citizens to consider this evening. Mayor Friedberg indicated that representatives from PGAL and Horizon+Christensen would present the refined preliminary design plans and cost estimates following a summary of the Town Hall Meeting procedures by Paul A. Hofmann, City Manager.

#### **B. Summary of Procedure - Paul A. Hofmann, City Manager.**

**Paul A. Hofmann, City Manager**, summarized the Town Hall Meeting procedures for the evening. It was noted that the Rules of Procedure recently adopted by the City Council provided for a fifteen (15) minute presentation. However, in light of the amount of information that PGAL and Horizon+Christensen needed to present this evening, City Manager Hofmann asked for City Council consideration to allow for a twenty (20) minute presentation.

#### **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.

**Andrew S. Friedberg, Mayor**, asked members of City Council if there was any objection to the twenty (20) minute timeline requested by Paul A. Hofmann, City Manager. After noting no objection, Mayor Friedberg turned the floor over to Jeff Gerber, AIA, LEED AP, Chief Executive Officer of PGAL, and Mark Christensen, Construction Manager, Horizon+Christensen.

**Jeff Gerber, AIA, LEED AP, Chief Executive Officer of PGAL**, provided an overview of work that had been done by his firm to date on the City's proposed municipal facilities. His presentation included site plans, interior blocking plans, various building elevations, and three design/construction schedule scenarios.

**Mark Christensen, Horizon+Christensen**, provided an overview of his company's role to date as the City's construction manager. His presentation included a matrix from a cost and schedule prospective for the three design/construction scenarios provided by Mr. Gerber.

#### **D. Public Comment.**

##### **Richard Franke:**

Mr. Franke expressed concerns related to longevity, durability, and maintenance of the proposed facilities and encouraged Council to place an item on a bond election for the acquisition of additional land for the facilities.

**Keith Bowers:**

Mr. Bowers suggested that Council consider constructing the proposed municipal facilities in two phases and encouraged Council to start the first project with available funding. He indicated that he was not in favor of replacing the City Hall/Civic Center, but was in favor of spending \$1 million to get the building in Class A condition.

**Susan Downs:**

Ms. Downs expressed concerns related to the proposed site for the Police/Municipal Court building and the amount of glass shown on several elevations of the building. She urged Council to consider similar materials and style as the Fire Station.

**Lynn McBee:**

Ms. McBee expressed disappointment that there were no paper handouts of the presentation materials for residents to review. She urged Council to consider a November 2016 election, if needed, and noted her disagreement with suggestions to copy the Fire Station. She also recommended using space under the proposed buildings for parking.

**John Monday:**

Mr. Monday complimented Mr. Gerber and indicated his preference for the second scenario (construction in two phases) as he believed it was more acceptable and tolerable for the residents. He also encouraged engaging the residents and boards in the process.

**E. Adjourn.**

**Andrew S. Friedberg, Mayor**, announced that the Town Hall Meeting was adjourned on Monday, February 1, 2016, at 6:41 p.m.

**II. ANNUAL STATE OF THE CITY MEETING****A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.**

**Andrew S. Friedberg, Mayor**, called the Annual State of the City Meeting of the City Council of the City of Bellaire, Texas, to order at 6:41 p.m. on Monday, February 1, 2016. The Annual State of the City Meeting was held in the Civic Center, 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 delineated in the table below.

<b>Name</b>	<b>Title</b>	<b>Status</b>
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	Absent
Michael Fife	Council Member	Present
David R. Montague	Council Member	Present

Other officials that were present included Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

**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.

**Tom Ligh, Chair,** presented the 2015 Annual Report for the Board of Adjustment (the "Board"). The report included an overview of the meetings held by the Board and a brief description of variances and special exceptions considered during the year.

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

**Laura Thurmond, Chair,** presented the 2015 Annual Report of the Building and Standards Commission (the "Commission"). The report included an overview of the meetings held by the Commission and a brief description of administrative actions reviewed and code amendment recommendations considered during the year.

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

**Winfred Frazier, Chair,** presented the 2015 Annual Report for the Planning and Zoning Commission (the "Commission"). The report included an overview of the meetings held by the Commission and a brief description of land use regulation matters and code amendments considered during the year.

**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.

**Terry Leavitt-Chavez, Chair,** presented the 2015 Annual Report for the Cultural Arts Board (the "Board"). The report included an overview of the meetings held by the Board and a brief description of ongoing efforts by the Board to beautify Bellaire.

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

**Jason Wintz, Chair,** presented the 2015 Annual Report for the Environmental and Sustainability Board (the "Board"). The report included an overview of work performed by the Board during the year regarding recycling and other environmental concerns.

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

**Jeri Garner, Chair,** presented the 2015 Annual Report for the L.I.F.E. Advisory Board (the "Board"). The report included an overview of guidance

the Board had offered to staff with respect to programming, such as trips, games, and special activities for seniors.

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

**Neil Verma, Chair**, presented the 2015 Annual Report for the Parks and Recreation Advisory Board (the "Board"). The report included an overview of the work performed by the Board during the year and a brief description of recommendations made related to parks, trails, and recreational facilities, as well as the development of a Parks Master Plan.

### **C. Annual State of the City Address:**

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

**Andrew S. Friedberg, Mayor**, presented the annual State of the City address. The theme of his address, in reviewing the current state of the City, was how the City achieves and maintains that state. Specifically, Mayor Friedberg provided an overview of how the Council works, how the City looks, how the City builds, how the City prioritizes safety, and how the City keeps moving forward. Within each of those categories he highlighted goals, improvements, and accomplishments achieved during the year. Mayor Friedberg emphasized that the state of the City is strong, that it is doing well across the board in the present and near-term and diligently planning for the long-term. He concluded by urging residents to stay engaged and consider volunteering for City boards.

### **D. Adjourn.**

**Andrew S. Friedberg, Mayor**, announced that the Annual State of the City Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 7:46 p.m. on Monday, February 1, 2016.

## **III. REGULAR MEETING**

### **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 7:47 p.m. on Monday, February 1, 2016. The Regular Meeting was held in the Civic Center, 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 delineated in the table below.

<b>Name</b>	<b>Title</b>	<b>Status</b>
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	Absent
Michael Fife	Council Member	Present
David R. Montague	Council Member	Present

Other officials that were present included Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

**B. Personal/Audience Comments.****Susan Downs:**

Ms. Downs updated City Council on pickleball activities underway at the Bellaire Recreation Center and urged Council to waive the \$10 fee charged to nonresidents for the use of the facility.

**Jill Almaguer:**

Ms. Almaguer expressed concerns regarding the lack of crosswalks at Jessamine Field and the Police/Municipal Court building, as well as the impact that construction of the new municipal facilities might have on residents and city staff (i.e., too many projects at one time). She encouraged Council to consider a signature building for the Municipal Court.

**Lynn McBee:**

Ms. McBee commented on the lack of printed material for residents to review on municipal facilities and urged Council to appoint a committee right away to continue working on the municipal facilities project.

**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.

**Andrew S. Friedberg, Mayor,** introduced the agenda item before Council. He noted that the prior Council in October of 2015 left open the possibility of moving forward with a bond election on the next uniform election, which was May of this year. In order to accomplish that, Council would have to call that election on February 15, 2016. Due to a number of things that had to happen to prepare for that election, city staff needed to know whether Council was calling a May election or not.

Mayor Friedberg opened the floor for discussion among members of Council. Following discussion, a motion was offered by Roman F. Reed, Mayor Pro Tem.

**Motion:**

**To direct staff to prepare for a bond election in November of 2016.**

<b>RESULT:</b>	<b>UNANIMOUS [6 TO 0]</b>
<b>MOVER:</b>	Roman F. Reed, Mayor Pro Tem
<b>SECONDER:</b>	Gus E. Pappas, Council Member
<b>AYES:</b>	Friedberg, Reed, Pollard, Pappas, Fife, Montague
<b>NAYS:</b>	None
<b>ABSENT:</b>	McLaughlan

**D. Community Interest Items from the Mayor and City Council.**

Community interest items from the Mayor and City Council included expressions of thanks to all the presenters of board and commission reports and to city staff for their work on the open house held earlier in the evening; commendations to the Bellaire Police Department for their work on a winter community meeting and to the Mayor for his state of the city address; and reminders to attend the Daddy-Daughter Dance to be held in February and the next meeting of Council on February 15, 2016, beginning at 6:00 p.m.

**E. Adjourn.**

**Andrew S. Friedberg, Mayor,** announced that the Regular Meeting was adjourned at 8:30 p.m. on Monday, February 1, 2016.



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



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".

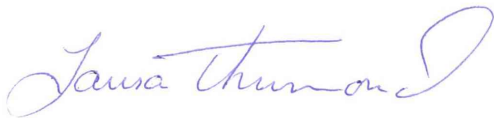
- d. The Commission participated in the Bellaire Recycles Fest for the third year in a row.

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



CITY OF  
*Bellaire*

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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

## Bellaire Cultural Arts Board Annual Report | 2015



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# 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.



4<sup>th</sup> of July

Spin art hosted by board during celebration.



Holiday In The Park

Board hosted scratch off ornaments craft project.



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:

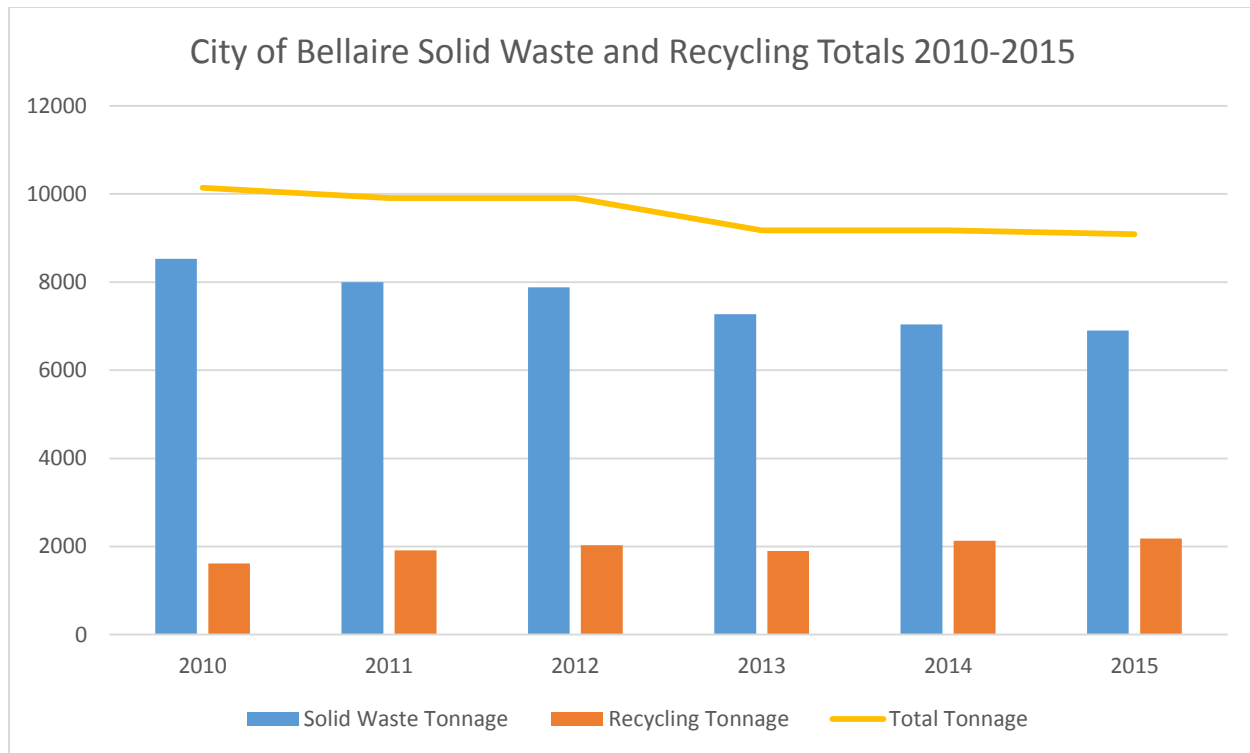
- (1) Yes, this Board is serving the purpose for which it was created.
- (2) Yes, this Board is serving the current community needs.
- (3) The Board’s major accomplishments are detailed below
- (4) We are not aware of any other board, public or private, which would better serve the function of the Board.
- (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 7<sup>th</sup> 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 5<sup>th</sup> 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](http://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

## 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, 4<sup>th</sup> 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 30<sup>th</sup> 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
<b>Totals</b>	
<b>269 activities</b>	<b>3,720 participants</b>

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 4<sup>th</sup> 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