



# CITY OF BELLAIRE TEXAS

## MAYOR AND COUNCIL

FEBRUARY 15, 2016

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE  
BELLAIRE, TX 77401

### REGULAR SESSION - 6:00 P.M.

#### I. 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 6:00 p.m. on Monday, February 15, 2016. The Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

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

Attendee Name	Title	Status	Arrived
Andrew S. Friedberg	Mayor	Present	
Roman F. Reed	Mayor Pro Tem	Present	6:01 PM
Trisha S. Pollard	Council Member	Present	
Gus E. Pappas	Council Member	Present	
Pat B. McLaughlan	Council Member	Present	6:07 PM
Michael Fife	Council Member	Present	
David R. Montague	Council Member	Present	

##### B. Inspirational Reading and/or Invocation - Trisha S. Pollard, Council Member.

**Trisha S. Pollard, Council Member**, provided the inspirational reading for the evening.

##### C. Pledges of Allegiance - Trisha S. Pollard, Council Member.

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

##### D. Recognition of Proclamations:

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming Wednesday, March 2, 2016, as "Texas Independence Day" in the City of Bellaire, Texas, and encouraging all its residents to remember those brave men who declared Texas an independent republic and to read and learn more about the wonderful history of our great State - Requested by Randy Pollard, Historian General of The Sons of the Republic of Texas.

**Andrew S. Friedberg, Mayor**, moved from the dais to the podium and read, in its entirety, a proclamation he had issued proclaiming Wednesday, March 2, 2016, as "Texas Independence Day" in the City of Bellaire, Texas.

At the conclusion of the reading, Mayor Friedberg presented the proclamation to Randy Pollard, Historian General of The Sons of the Republic of Texas.

**E. Personal/Audience Comments.**

**Robert Riquelmy:**

Mr. Riquelmy tested City Council to determine if anyone remembered Travis Allen.

**Cindy Siegel:**

Ms. Siegel commended the City Manager and staff for the beautiful flower beds and banners seen throughout Bellaire and encouraged City Council to support the Patrons for Bellaire Park's request to suspend alcohol restrictions at Bellaire Town Square on April 30, 2016, for an annual fundraising event, Wine & Tapas, the proceeds of which would benefit Evergreen Park.

**James P. Avioli, Sr.:**

Mr. Avioli referenced a mileage retention plan he had proposed while serving on City Council for police and firefighters, noting that it had not been mentioned in the staff's report on salary and incentive enhancements. He encouraged City Council to consider the mileage retention plan during their review and to move forward with Phase One of the Municipal Facilities Project (construction of the Police and Municipal Court building) and to consider Phase Two (construction of the City Hall/Civic Center) at a later date.

**Lynn McBee:**

Ms. McBee referenced the reports included on the evening's agenda and noted that two of the five reports were not provided in the agenda packet. She urged City Council to rectify those omissions in the future and agreed with Mr. Avioli that there was clearly a desire to have a new Police/Municipal Court building and that currently authorized monies should be used for that building now.

**F. Reports:**

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

**Paul A. Hofmann, City Manager**, presented the City Manager's Report dated February 15, 2016, to members of City Council. The report included methods used to communicate with residents (website notifications, press releases, and community meetings), field and personnel updates (announcements of new hires, training opportunities, and recognition of employees), calendar reminders (upcoming meetings of Council), and notes of appreciation.

At the conclusion of the City Manager's Report, **Andrew S. Friedberg, Mayor**, opened the floor for questions from members of City Council. Following questions, Mayor Friedberg continued to agenda item F. 2.

2. Monthly Financial Report for the Period Ending January 31, 2016 - Submitted by Diane K. White, Assistant City Manager.

**Diane K. White, Assistant City Manager**, presented the City of Bellaire Monthly Financial Report for the period ended January 31, 2016, to members of City Council. The report included an overview of the City's financial position for the four months ended January 31, 2016. Revenues and expenditures were noted to be on target.

**Andrew S. Friedberg, Mayor**, opened the floor for questions from members of City Council. Following questions, Mayor Friedberg continued to agenda item F. 3.

3. Quarterly Report from the Evelyn's Park Conservancy Board - Submitted by Patricia King-Ritter, President, and Lou Waters, Vice President, Evelyn's Park Conservancy Board.

**Patricia King-Ritter, President**, and **Lou Waters, Vice President**, Evelyn's Park Conservancy Board (the "Board"), presented the Board's quarterly report to members of City Council.

**President Ritter** provided an overview of the Board's core values, recent and upcoming activities, and accomplishments. Reference was made to the Board's work with a public relations firm to build a brand for Evelyn's Park and to the Board's search for an Executive Director.

**Vice President Waters** provided a financial update for the Evelyn's Park Conservancy. He indicated that the Board anticipated a surplus for the next three years as a result of revenues from the cafe and events to be held in the Event Center at Evelyn's Park.

**Andrew S. Friedberg, Mayor**, opened the floor for questions from members of City Council. Following questions, Mayor Friedberg continued to agenda item F. 4.

4. Report on salary and incentive enhancements, and consideration of and possible action to provide direction as appropriate - Submitted by Yolanda Williams, Director of Human Resources.

**Yolanda Williams, Director of Human Resources**, provided an overview of a report on salary and incentive enhancements prepared by a project team consisting of herself, Fire Chief Darryl Anderson, Chief of Police Byron Holloway, and Director of Public Works Brant Gary.

Team recommendations regarding employee recruitment and retention were provided, along with a proposal for implementation over the short-term (FY 2016), mid-term (FY 2017), and long-term (beyond FY 2017).

The team's short-term recommendation, if implemented, would improve incentive pay city-wide, with an immediate focus on public safety departments (fire, police, and public works). Although the recommendation would result in a recurring base budget impact, the exposure for FY 2016 was limited to \$50,000. Director Williams indicated that the \$50,000 cost was projected to be available from savings in health benefit costs.

**Andrew S. Friedberg, Mayor**, opened the floor for questions from members of the City Council, and possible action to provide direction to staff. Following questions, Council Member David Montague offered a motion for consideration.

**Motion:**

**To direct the City Manager to do the following based on the information presented: (1) to amend the Employee Handbook subject to changes in incentive pay; (2) to implement short-term objectives in the current budget year (FY 2016); and (3) to develop the FY 2017 budget to provide the option for 75th percentile of market for public safety positions.**

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

<b>RESULT:</b>	<b>UNANIMOUS [7 TO 0]</b>
<b>MOVER:</b>	David R. Montague, Council Member
<b>SECONDER:</b>	Trisha S. Pollard, Council Member
<b>AYES:</b>	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
<b>NAYS:</b>	None

By general consent, **Mayor Friedberg** called for a ten-minute recess beginning at 8:22 p.m. The City Council reconvened at 8:32 p.m.

5. Report on potential scenarios for funding and constructing the Municipal Facilities Project - Submitted by Michelle Jordan, Project Manager.

**Paul A. Hofmann, City Manager**, introduced the Municipal Facilities Project report on City Council's agenda. He advised that the report was a follow-up based on discussions held among City Council on February 1, 2016. As a result of a vote taken by City Council that evening, one of three construction scenarios was taken off of the table (i.e., calling a bond election in May of 2016). Council had also discussed whether the City Hall/Civic Center portion of the project might be deferred until a later time.

**Michelle Jordan, Project Manager**, reviewed known conditions related to the Municipal Facilities Project, and summarized scenarios remaining on the table (i.e., 2 (staff recommendation), 2B, and 3).

Scenario 2 would result in a November 2016 bond election with full occupancy in both buildings by September of 2018. Scenario 2B would result in the approval of a guaranteed maximum price later this year and full occupancy of the Police/Municipal Court building in May of 2018. This scenario would not include a new bond election or a new City Hall/Civic Center. Scenario 3 would proceed with construction of one of the buildings. A bond election would be held in November of 2017, which would allow for construction of the second building. Full occupancy of both buildings would occur by July of 2019.

**Karl Miller, Director of Parks, Recreation and Facilities**, provided background information to assist City Council in making a decision(s) concerning the City Hall/Civic Center portion of the project. Background information consisted of three studies conducted between the years 2004 and 2012 (i.e., condition assessment by 3D/International in 2004; foundation investigation completed by Walter P. Moore in 2007; and facilities master plan

update by PGAL in 2012). An overview of the findings, costs, and recommendations included in the studies was provided by Director Miller.

Following questions from members of City Council, **Andrew S. Friedberg, Mayor**, continued to agenda item G. 1.

**G. New Business:**

**1. Consent Agenda:**

***a. Approval of Minutes:***

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

Mayor and Council - Regular Session - Jan 25, 2016 7:00 PM

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, and Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Patrons for Bellaire Parks to host a special fundraising event, known as the 2016 Wine & Tapas, in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, on Saturday, April 30, 2016 - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities.

**Andrew S. Friedberg, Mayor**, introduced the Consent Agenda and advised members of City Council that two typographical errors had been found in the ordinance related to the Patrons' request for an alcohol suspension in Bellaire Town Square for a fundraising event. He stated that those errors had been corrected (references to 2016 as opposed to 2015).

**Motion:**

**To adopt the consent agenda dated February 15, 2016.**

<b>RESULT:</b>	<b>UNANIMOUS [7 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, McLaughlan, Fife, Montague
<b>NAYS:</b>	None

**2. Item for Individual Consideration:**

Consideration of and possible action relating to means and methods of securing citizen input for the Municipal Facilities Project - Submitted by Michelle Jordan, Project Manager.

**Motion:**

**To direct staff to work with the architect to arrange for public input on building design elevations prior to April 1st.**

{Moved by Andrew S. Friedberg, Mayor, and seconded by David R. Montague, Council Member}

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

<b>RESULT:</b>	<b>FAILED [2 TO 5]</b>
<b>MOVER:</b>	Andrew S. Friedberg, Mayor
<b>SECONDER:</b>	David R. Montague, Council Member
<b>AYES:</b>	Friedberg, Reed
<b>NAYS:</b>	Pollard, Pappas, McLaughlan, Fife, Montague

**Motion:**

**To authorize reconstitution of a committee for purposes of proceeding to provide input for Council and the public with regard to design elements necessary so the architect can begin necessary drawings within the time frame of no more than three (3) months from today, with a target of providing input and achieving public approval within that period of time with specific focus on providing input on design elements.**

{Moved by Gus E. Pappas, Council Member, and seconded by Pat B. McLaughlan, Council Member}

**Amendment to the Motion:**

**To amend the time period specified for committee such that it would commence after the committee is formed as opposed to today.**

{Moved by Pat B. McLaughlan, Council Member}

**Amendment failed due to the lack of a second.**

Discussion among members of City Council continued on the motion on the floor, followed by a vote on the motion.

<b>RESULT:</b>	<b>UNANIMOUS [7 TO 0]</b>
<b>MOVER:</b>	Gus E. Pappas, Council Member
<b>SECONDER:</b>	Pat B. McLaughlan, Council Member
<b>AYES:</b>	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
<b>NAYS:</b>	None

**Motion:**

**To direct staff to contact the individuals who served on the former**

**Ad Hoc Municipal Facilities Committee to determine their interest and, if so, then they would be a part of the reconstituted committee and, furthermore, at a special meeting on February 29th, Council would formalize the composition of the committee.**

<b>RESULT:</b>	<b>UNANIMOUS [7 TO 0]</b>
<b>MOVER:</b>	Gus E. Pappas, Council Member
<b>SECONDER:</b>	Michael Fife, Council Member
<b>AYES:</b>	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
<b>NAYS:</b>	None

#### **H. Community Interest Items from the Mayor and City Council.**

Community interest items from the Mayor and City Council included recognition of the City Manager and Chief of Police regarding the City's public safety program; recognition of volunteer efforts on behalf of the City by the Boy Scouts and Friends of the Bellaire Library; reminders to attend the Bellaire Little League Opening Ceremony on March 5th, to vote early, and to attend the next meeting of City Council to be held on Monday, February 29, 2016.

#### **I. Adjourn.**

**Andrew S. Friedberg, Mayor,** announced that the Regular Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 10:26 p.m. on Monday, February 15, 2016.

### **II. CLOSED MEETING**

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

**Andrew S. Friedberg, Mayor,** called the Closed Meeting of the City Council of the City of Bellaire, Texas, to order at 10:26 p.m. on Monday, February 15, 2016. The closed meeting was held in the Council Chamber and Council Conference Room, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

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

<b>Member</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	Present
Michael Fife	Council Member	Present
David R. Montague	Council Member	Present

Other officials present were Paul A. Hofmann, City Manager, and Tracy L. Dutton, City Clerk. City Clerk Dutton did not retire into closed meeting.

#### **B. Retire into Closed Meeting:**

Retire into closed meeting in the Council Conference Room pursuant to the Texas

Government Code, Chapter 551, Open Meetings Act, Section 551.074, Personnel Matters, to deliberate the evaluation of the City Manager of the City of Bellaire, Texas.

**Andrew S. Friedberg, Mayor,** announced in the open portion of the meeting that the City Council of the City of Bellaire, Texas, was retiring into closed meeting at 10:26 p.m. on Monday, February 15, 2016, in the Council Conference Room, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401. Mayor Friedberg identified Section 551.074, Personnel Matters, as the section of the Open Meetings Act pursuant to which the closed meeting would be held.

**C. Reconvene in Open Meeting:**

Reconvene in open meeting in the Council Chamber and take action, if any, on items discussed in the closed meeting.

**Andrew S. Friedberg, Mayor,** announced that the City Council of the City of Bellaire, Texas, was reconvened in open meeting at 11:55 p.m. on Monday, February 15, 2016, in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Friedberg advised\* that members of City Council had met in a closed meeting to deliberate the evaluation of the City Manager and had done so. He took the opportunity, on behalf of the City Council, to express its continued confidence in City Manager Paul Hofmann. He related that Council is pleased with Paul's performance, and had also identified, constructively, areas for improvement.

The City Council looks forward to Paul's continued service, and to good things to come. City Council affirms that the City is heading in the right direction under Paul Hofmann's leadership.

Mayor Friedberg also noted, on behalf of City Council, that many years the City Manager's evaluation is accompanied by a pay increase. Last year, Paul received a significant pay increase. At that time, it was explained as a sort of "catch up" after his first year on the job. In light of that significant increase last year, Council was not giving him another this year. But, Council wanted to stress that no one should infer from the lack of a pay increase this year anything other than Council's continued support of Paul. Its decision was based solely on where Paul's compensation currently stands since last year's significant increase.

**D. Adjourn.**

**Andrew S. Friedberg, Mayor,** announced that the Closed Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 11:56 p.m. on Monday, February 15, 2016.

\*Because this portion of the meeting was not captured on the video recording, Mayor Friedberg's comments on behalf of the City Council are presented in greater detail than usual in these minutes.



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Clerk  
Category: Proclamation  
Department Head: Tracy L. Dutton  
DOC ID: 1814

**SCHEDULED  
PROCLAMATION (ID #  
1814)**

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**Item Title:**

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming Wednesday, March 2, 2016, as "Texas Independence Day" in the City of Bellaire, Texas, and encouraging all its residents to remember those brave men who declared Texas an independent republic and to read and learn more about the wonderful history of our great State - Requested by Randy Pollard, Historian General of The Sons of the Republic of Texas.

**Background/Summary:**

Randy Pollard, Historian General of The Sons of the Republic of Texas, has requested the issuance of a proclamation by Andrew S. Friedberg, Mayor, for the purpose of proclaiming and commemorating Wednesday, March 2, 2016, as "Texas Independence Day" in the City of Bellaire, Texas.

A proclamation has been prepared for that purpose and is attached to this agenda statement. Mayor Friedberg will read the proclamation he has issued and present it to Historian General Pollard.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

**ATTACHMENTS:**

- Texas Independence Day - March 2 2016 (PDF)



## Proclamation

*Whereas*, March 2, 2016, marks the 180<sup>th</sup> anniversary of Texas Independence Day, when 56 brave Texans and Tejanos met at Washington-on-the-Brazos to declare Texas an independent Republic; and

*Whereas*, these men pledged their lives for freedom while their compatriots were defending the Alamo and members of their families were massacred at Goliad on Palm Sunday, March 27, 1836; and

*Whereas*, the advancing Mexican Army caused a massive retreat, called the Run-Away Scrape, which continued until most of the Texans had left their homes in fear; and

*Whereas*, many of these men joined General Sam Houston's "Rag-Tag" army and continued to retreat in the face of a 5,000-man army until the odds were as good as they were going to get on the plains of San Jacinto; and

*Whereas*, on April 21, 1836, the Texian Army advanced across an open plain at San Jacinto and surprised General Santa Anna and his army and defeated them, gaining the independence which had been declared on March 2, 1836, some 50 days earlier; and

*Whereas*, Texas Independence Day is a unique event in Texas history and should be remembered and celebrated every year. The Sons of the Republic of Texas are dedicated to commemorate this historic day with this Proclamation, and especially on this, the 180<sup>th</sup> anniversary of Texas Independence Day, as a reminder to every one of those brave men who met on that cold day in an unfinished little building at Washington-on-the-Brazos and risked their lives so all of us could have the privilege of living in the finest State in the United States of America;



*Now, Therefore,* I, Andrew S. Friedberg, Mayor of the City of Bellaire, Texas, do hereby proclaim **Wednesday, March 2, 2016**, as:

## *Texas Independence Day*

in the City of Bellaire, Texas, and encourage all its residents to remember those brave men who declared Texas an independent republic and to read and learn more about the wonderful history of our great State.

*In Witness Whereof,* I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 15<sup>th</sup> day of February, 2016.



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Andrew S. Friedberg  
Mayor  
City of Bellaire, Texas

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Presentation  
Department Head: Paul A. Hofmann  
DOC ID: 1785

**SCHEDULED  
ACTION ITEM (ID # 1785)**

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**Item Title:**

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

**Background/Summary:**

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Report  
Department Head: Diane K White  
DOC ID: 1796

**SCHEDULED  
ACTION ITEM (ID # 1796)**

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**Item Title:**

Monthly Financial Report for the Period Ending January 31, 2016 - Submitted by Diane K. White, Assistant City Manager.

**Background/Summary:**

In accordance with the Charter of the City of Bellaire, Article VII, Section 4, Paragraph 3, please find attached the monthly financial report for the month of January for FY2016.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

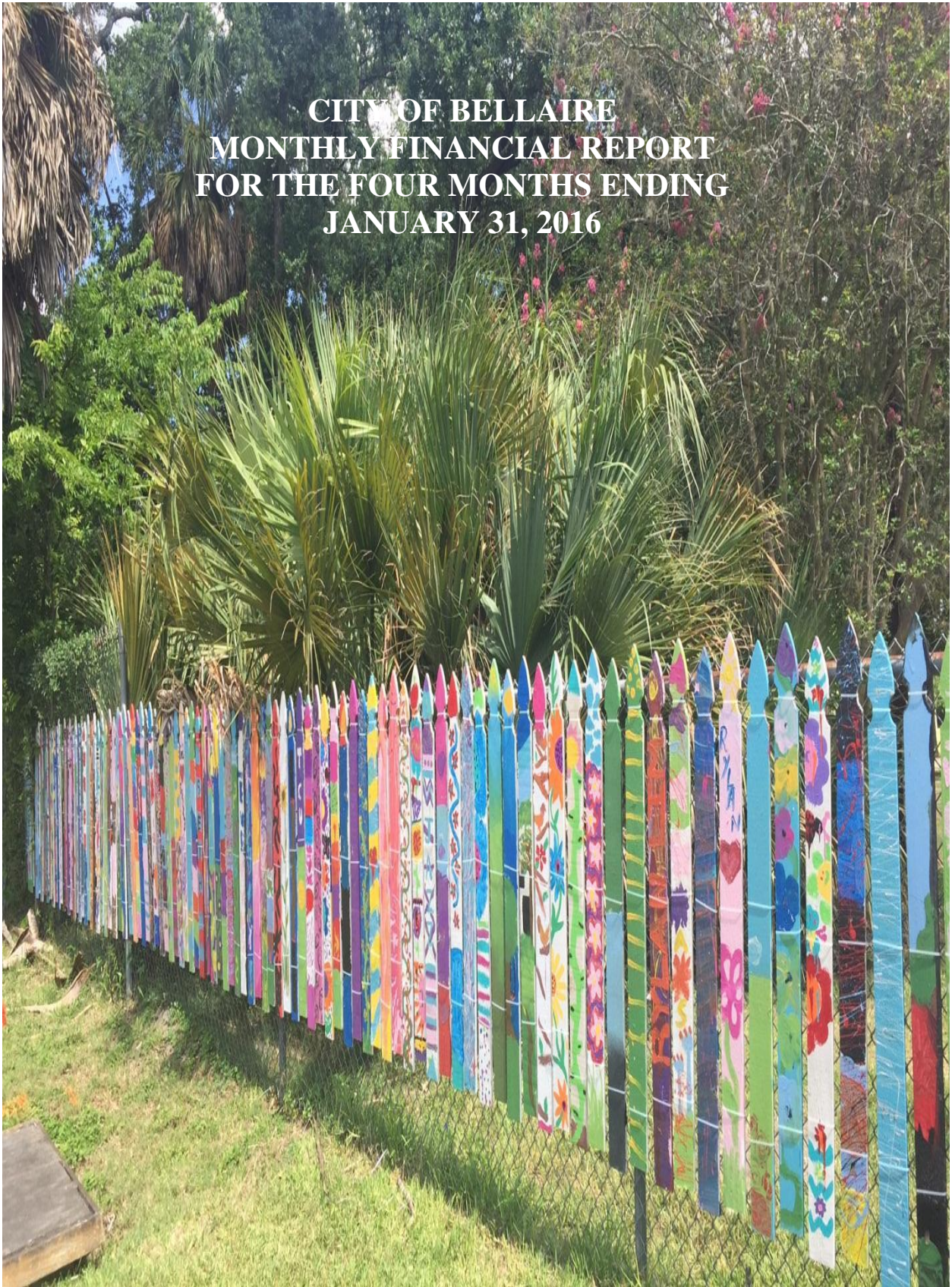
N/A

**ATTACHMENTS:**

- Jan Month End (PDF)



**CITY OF BELLAIRE  
MONTHLY FINANCIAL REPORT  
FOR THE FOUR MONTHS ENDING  
JANUARY 31, 2016**



Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)



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To: Paul A. Hofmann, City Manager

From: Diane K. White, Assistant City Manager

Date: February 15, 2016

Subject: Financial Analysis for Month Ending January 31, 2016

## GENERAL FUND

### General Fund Revenues:

FY2016 Budget	Actual 01/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$19,047,107	\$10,709,734	\$10,595,292	\$114,441

The allocated budget is a five year average of the percent of revenue collected as of the end of each month in the fiscal year by major categories. In the four months ending January 31<sup>st</sup> the City has collected 56% of its total budgeted revenues and is over its allocated budget for the four months ending January 31<sup>st</sup>, 2016 by \$114,441.

Approximately 97% of current property taxes are receipted in the months of November through February. The City has collected 73% of its property tax revenue as of January 31<sup>st</sup> this is right in line with budget to actual for the four months ending. However, based on the allocated budget Property tax revenues are under by \$88,142.

Sales tax and Franchise fees are right in line with budget with collection rates at 30% and 35% through January. Sales tax revenue received through January is over the allocated budget by \$74,502. Franchise fees are slightly under the allocated budget by \$8,995. Telephone franchise fees are received from numerous vendors with SW Bell and Comcast being the two largest. Fees are based on a per line charge. Electric franchise fees received from CenterPoint Energy are recalculated each July based on kWh delivered in Bellaire, using Bellaire's 2005 fee as the minimum. Gas franchise fees received from CenterPoint Gas are based on 3% of their gross receipts.

Development permits, fees and licenses are over the allocated budget by \$76,067 due to a large permit that was received in January for the Episcopal High School Athletic Facility for \$105,398 for a value of \$16,500,000.

All other general fund revenues are in line with budget to actual.



The “All Other” category for revenues is where the City receives insurance reimbursements and other miscellaneous revenue. FEMA reimbursed the city \$11,306 in November for storm related expenses.

#### General Fund Expenditures:

FY2016 Budget	Actual 01/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$20,343,095	\$6,635,229	\$6,864,073	(\$228,844)

Salary and benefits are 64.0% of the general fund total budget for FY2016. As of January, salary and benefits are under the allocated budget by \$134,467 due to a combination of vacancies and a lower than budgeted health insurance rate. The City’s Health insurance rate was less than budgeted which will create a one-time small savings of approximately \$50,000 by year end. The City’s new rate for health insurance starts with the calendar year. In addition, the City implemented its new performance plan which was implemented across the board in January for those employees eligible to receive a step. In previous years step increases were given on an employee’s anniversary date.

Purchased services are under the allocated budget by \$133,606, however, are right on target with budget at 33%. This category is driven by routine and non-routine maintenance items as well as line items such as contract labor.

Supplies are under the allocated budget by \$34,146. This category includes fuel which is significantly under budget due a continued drop in the price of oil. Other line items that impact this category are driven by the timing in which departments make purchases.

The other category is mainly the transfers from the General fund to the Capital and Vehicle and Equipment Replacement fund and those transfers are made monthly and are right on target.

#### ENTERPRISE FUND

##### Enterprise Fund Revenues:

FY2016 Budget	Actual 01/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$7,746,600	\$2,476,423	\$2,599,444	(\$123,020)

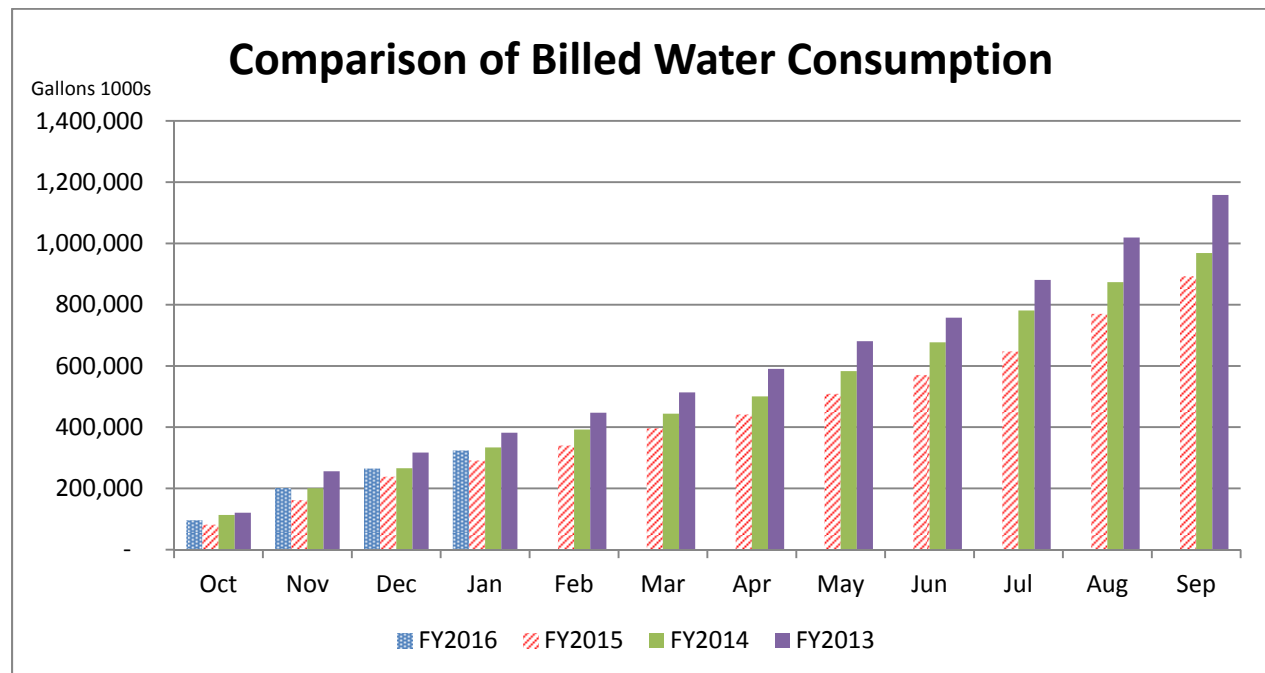
Water revenues are below the allocated budget by \$94,590 and wastewater revenues are under the allocated budget by \$19,075. Rainfall through January totaled 39.60 inches compared to 18.80 inches in FY2015. Solid Waste fees are slightly above the allocated budget by \$822. Overall revenue collection in the Enterprise fund compared to the FY2016 adopted budget is on target at 32% of total collections.

**Enterprise Fund Expenditures:**

FY2016 Budget	Actual as of 01/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$8,726,146	\$2,854,966	\$2,841,715	\$13,281

The purchased services & supplies are over the allocated budget which is driven by the timeliness of when items are purchased. In addition, one of the biggest supply items in the Enterprise Fund is the purchase of water from the City of Houston. The purchase of garbage bags to replenish inventory was made in January and in FY2015 no purchase for the year was necessary.

Salary and benefits are under the allocated budget due to vacancies.



Cumulative Rainfall thru January  
Annual Rainfall

FY2016	FY2015	FY2014	FY2013
39.60	71.70	57.57	30.06
	71.70	57.57	30.06

To find a complete copy of the Financial Report as of 01/31/2016 go to:

[www.bellairetx.gov/Financereport](http://www.bellairetx.gov/Financereport)

**City of Bellaire  
General Fund  
Revenues and Expenditures (Unaudited)  
YTD as of January 2016**

				Year to Date			
	FY2016 Budget	Actual	% of Budget	Allocated Budget	Actual	Over/Under Allocation	YTD % to Budget
<b>Revenues</b>							
Property	11,359,339	5,728,102	50%	8,359,887	8,271,744	(88,143)	73%
Franchise Taxes	1,397,000	21,784	2%	431,886	422,890	(8,996)	30%
Sales Taxes	2,454,118	258,816	11%	777,178	851,680	74,502	35%
Permits, Fees, Licenses	1,082,550	195,380	18%	349,649	425,716	76,067	39%
PARD Charges and Fees	904,200	39,628	4%	115,739	128,918	13,179	14%
Public Safety	386,800	39,477	10%	116,296	133,355	17,059	34%
Fines	766,500	52,936	7%	233,266	222,310	(10,956)	29%
All Other	696,600	64,539	9%	211,392	253,121	41,728	36%
Total Operating Revenues	\$ 19,047,107	6,400,662	34%	10,595,293	10,709,734	114,442	56%
<b>Expenditures</b>							
Salary & Benefits	13,020,134	944,148	7%	4,447,211	4,312,744	(134,467)	33%
Purchased Services	3,708,907	249,190	7%	1,362,189	1,228,583	(133,606)	33%
Supplies	1,173,054	84,913	7%	352,122	317,976	(34,146)	27%
Other	2,430,000	195,217	8%	702,551	775,926	73,375	32%
Capital Purchases	11,000	-	0%	-	-	-	-
Total Operating Expenditures	20,343,095	1,473,468	7%	6,864,073	6,635,229	(228,844)	33%
<b>Net Revenues/(Expenditures)</b>	<b>\$ (1,295,988)</b>	<b>\$ 4,927,194</b>	<b>\$ 0</b>	<b>\$ 3,731,220</b>	<b>\$ 4,074,505</b>	<b>\$ 343,286</b>	
Unaudited Fund Balance 9/30/15	\$ 5,604,047						
FY2016 Revenue Projections	19,047,107						
FY2016 Expenditure Budget	20,343,095						
Projected Ending Fund Balance	<u>\$ 4,308,059</u>						
60 Day Reserve Requirement	\$ 3,004,349						
(Includes only operating budget)							
Budget	20,343,095						
Capital	11,000						
Transfers	2,306,000						
Operating Budget	18,026,095						

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**City of Bellaire**  
**Enterprise Fund**  
**Revenues and Expenditures (Unaudited)**  
**YTD as of January 2016**

			-			-	
	FY2016		% of	Allocated		Over/Under	YTD % to
	Budget	Actual	Budget	Budget	Actual	Allocation	Budget
<b>Revenues</b>							
Water	3,595,900	216,195	6%	1,223,222	1,128,632	(94,590)	31%
Wastewater	2,186,000	175,642	8%	723,734	704,659	(19,075)	32%
Solid Waste	1,666,000	139,309	8%	555,773	556,595	822	33%
All Other	298,700	9,626	3%	96,715	86,537	(10,178)	29%
<b>Total Revenues</b>	<b>\$ 7,746,600</b>	<b>\$ 540,773</b>	<b>7%</b>	<b>\$ 2,599,444</b>	<b>\$ 2,476,423</b>	<b>\$ (123,021)</b>	<b>32%</b>
<b>Expenditures</b>							
Salary & Benefits	1,811,916	111,756	6%	622,514	549,807	(72,707)	30%
Purchased Services	1,652,730	168,802	10%	471,622	486,209	14,587	29%
Supplies	2,565,400	212,862	8%	861,912	926,939	65,027	36%
Other	2,696,100	228,002	8%	885,667	892,041	6,374	33%
<b>Total Expenditures</b>	<b>8,726,146</b>	<b>721,422</b>	<b>8%</b>	<b>2,841,715</b>	<b>2,854,996</b>	<b>13,281</b>	<b>33%</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (979,546)</b>	<b>\$ (180,649)</b>	<b>\$ (0)</b>	<b>\$ (242,271)</b>	<b>\$ (378,573)</b>	<b>\$ (136,302)</b>	
Unaudited Fund Balance 9/30/15	\$ 2,322,769						
FY2016 Revenue Projections	7,746,600						
FY2016 Expenditure Budget	8,726,146						
Projected Ending Fund Balance	<u>\$ 1,343,223</u>						
60 Day Fund Balance	\$ 1,274,024						
(Includes only operating budget)							
Budget	8,716,146						
Transfers VET & CIP	1,072,000						
Total Operating Budget	<u>7,644,146</u>						

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**City of Bellaire  
Debt Service Fund  
Revenues and Expenditures  
YTD as of January 2016**

	<b>FY2016 Budget</b>	<b>Unaudited Actual</b>
<b>Revenues</b>		
Property Taxes	5,883,026	4,309,869
Investment Earnings	3,000	3,447
Total Operating Revenues	5,886,026	4,313,315
Operating Transfer In	950,000	316,666
Bond Premium	.	
<b>Total Revenues</b>	<b>\$ 6,836,026</b>	<b>\$ 4,629,981</b>
<b>Expenditures</b>		
Principal Payment	4,055,000	-
Interest Payment	2,768,026	-
Other Debt Expense	13,000	1,600
<b>Total Expenditures</b>	<b>\$ 6,836,026</b>	<b>1,600</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 4,628,381</b>
Unaudited Fund Balance 9/30/15	\$ 514,125	
FY2016 Revenue Projections	6,836,026	
FY2016 Expenditure Budget	6,836,026	
Projected Ending Fund Balance	<u>\$ 514,125</u>	

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**City of Bellaire**  
**Vehicle/Equipment Replacement Fund**  
**Revenues and Expenditures**  
**YTD as of January 2016**

	<b>FY2016 Budget</b>	<b>January Actual</b>	<b>YTD Actual</b>	<b>Encumbrance</b>	<b>FY2016 Budget Balance</b>
<b>Revenues</b>					
Transfers - General	1,066,000	88,833	355,332		710,668
Transfers - Enterprise	542,000	45,166	180,664		361,336
<b>Total Operating Revenues</b>	<b>\$ 1,608,000</b>	<b>\$ 133,999</b>	<b>\$ 535,996</b>	<b>\$ -</b>	<b>\$ 1,072,004</b>
<b>Expenditures</b>					
Development Services	25,000	-	-	-	25,000
Fire	55,000	-	-	30,000	25,000
Police	300,000	-	-	174,636	125,364
Parks & Recreation	50,000	-	-	-	50,000
Public Works	265,000	-	-	-	265,000
Enterprise Public Works	520,000	-	-	-	520,000
<b>Total Capital Expenditures</b>	<b>\$ 1,215,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 204,636</b>	<b>\$ 1,010,364</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 393,000</b>	<b>\$ 133,999</b>	<b>\$ 535,996</b>		<b>\$ 61,640</b>
Unaudited Fund Balance 9/30/15	\$ 419,975				
FY2016 Revenue Projections	1,608,000				
FY2016 Expenditure Budget	1,215,000				
Projected Ending Fund Balance	<u>\$ 812,975</u>				

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**City of Bellaire  
CIP Fund  
Revenues and Expenditures  
YTD as of January 2016**

	<b>FY2016 Budget</b>	<b>Carryover Funds/Budget</b>	<b>Total Funds/Budget</b>	<b>Jan Actual</b>	<b>YTD Actual</b>	<b>Encumbrance</b>	<b>FY2016 Budget Balance</b>
<b>Revenues</b>							
General Fund Transfer	1,240,000	534,084	1,774,084	103,333	413,332		826,668
RBB Facilities		751,051	751,051				
RBB Infrastructure		1,000,000	1,000,000				
Enterprise Fund Transfer	530,000	1,203,471	1,733,471	44,167	176,667		353,333
Evelyn's Park	138,638	1,488,580	1,627,218		138,638		-
Designated Park Funds		351,200	351,200				
Insurance - Flood		305,845	305,845				
Insurance - Traffic Signal		33,693	33,693				
Road Humps		702	702				
<b>Total Revenues</b>	<b>\$ 1,908,638</b>	<b>\$ 5,668,626</b>	<b>\$ 7,577,264</b>	<b>\$ 147,500</b>	<b>\$ 728,637</b>		<b>\$ 1,180,001</b>
<b>Projects</b>							
FY 2014 City Wide Beautification		5,721	5,721		2,500		3,221
FY 2014 Street & Drainage Reconstruction -	614,057	386,862	1,000,919				1,000,919
FY 2015 Drainage Mulberry Park		1,700	1,700				1,700
FY 2015 Evelyn's Park	138,638	1,488,580	1,627,218	-		1,623,392	3,826
FY 2015 Municipal Rehab Projects	-	30,694	30,694	20,897	20,897		9,797
FY 2015 Park Improvements		229,568	229,568	134,070	154,803	68,007	6,758
FY 2015 Traffic Signal Maintenance		33,693	33,693		33,693		1
FY 2016 City Wide Beautification	300,000		300,000	-			300,000
FY 2016 Pavement Mgt Program	830,618		830,618		421		830,198
FY 2016 Playground/Shade Structure	70,000		70,000				70,000
FY 2016 PW Facilities Assessment	25,000	305,845	330,845	11,750	11,750	12,250	306,845
FY 2016 ROW	50,000		50,000				50,000
FY 2016 Storm Water Drainage	45,000		45,000				45,000
<b>Total General Projects</b>	<b>\$ 2,073,313</b>	<b>\$ 2,482,663</b>	<b>\$ 4,555,976</b>	<b>\$ 166,717</b>	<b>\$ 224,063</b>	<b>\$ 1,703,649</b>	<b>\$ 2,628,264</b>
Fy 2013 Fine Screen Building		149,408	149,408			15,620	133,788
FY 2015 City Wide Scada System	150,000	94,500	244,500			11,450	233,050
FY 2015 Facility Water Barrier		33,000	33,000				33,000
FY 2015 Water/Sanitary Sewer Program		605,875	605,875	105,854	394,771	85,951	125,154
FY 2016 Rehab Renwick Ground Storage	55,000		55,000			43,265	11,735
FY 2016 Wendell-Bellaire Lift Station	55,000		55,000			26,730	28,270
FY 2016 WW Collection Line	20,000		20,000			19,750	250
FY 2016 WW System Upgrades	250,000		250,000				250,000
<b>Total Enterprise Projects</b>	<b>530,000</b>	<b>882,783</b>	<b>1,412,783</b>	<b>105,854</b>	<b>394,771</b>	<b>202,766</b>	<b>815,247</b>
<b>Total Expenditures/Encumbrances</b>	<b>\$ 2,603,313</b>	<b>\$ 3,365,446</b>	<b>\$ 5,968,759</b>	<b>\$ 272,571</b>	<b>\$ 618,834</b>	<b>\$ 1,906,415</b>	<b>\$ 3,443,510</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (694,675)</b>	<b>\$ 2,303,180</b>	<b>\$ 1,608,505</b>	<b>\$ (125,071)</b>	<b>\$ 109,803</b>		
Unaudited Fund Balance 9/30/15	\$ 5,668,626						
FY2016 Revenue Projections	1,908,638						
FY2016 Expenditure Budget	5,968,759						
Projected Ending Fund Balance	<u>\$ 1,608,505</u>						
Designated Funds	1,102,251						
ROW	351,200						
RBB Facilities	751,051						
Future Year Pay As You Go Projects	506,254						

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**City of Bellaire  
Bond Fund  
Revenues and Expenditures  
YTD as of January 2016**

	Preliminary						FY 2016 Budget Balance
	FY2016 Budget	Carryover Funds/Budget	Total Budget	Jan Actual	YTD Actual	Encumbrance	
<b>Revenues</b>							
Interest				4,561	11,272		(11,272)
Bond Proceeds		20,995,926	20,995,926				
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 20,995,926</b>	<b>\$ 20,995,926</b>	<b>\$ 4,561</b>	<b>\$ 11,272</b>		<b>\$ (11,272)</b>
<b>Projects</b>							
FY 2012 Drainage Phase 5		7,462,026	7,462,026	51,771	1,187,302	6,274,723	1
FY 2015 Drainage Phase 5B	7,910,187		7,910,187	493	493		7,909,694
FY 2013 New City Hall/Police/Municipal Court		812,611	812,611	12,443	12,443	768,595	31,573
FY 2015 Evelyn's Park		4,687,159	4,687,159	2,792	2,849	4,659,903	24,406
FY 2015 Nature Discovery Center		500,000	500,000			477	499,523
<b>Total Project Expenditures</b>	<b>7,910,187</b>	<b>13,461,796</b>	<b>21,371,983</b>	<b>67,499</b>	<b>1,203,087</b>	<b>11,703,699</b>	<b>8,465,197</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (7,910,187)</b>	<b>\$ 7,534,130</b>	<b>\$ (376,057)</b>	<b>\$ (62,938)</b>	<b>\$ (1,191,815)</b>		<b>\$ (8,476,469)</b>
Unaudited Fund Balance 9/30/15	\$ 20,995,926						
FY2016 Revenue Projections	-						
FY2016 Expenditure Budget	21,371,983						
Projected Ending Fund Balance	<u>\$ (376,057)</u>						

**Note to ending balance RBB funds will be used to reconcile negative balance in second qtr.**

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)



**City of Bellaire  
Metro Fund  
Revenues and Expenditures  
YTD as of January 2016**

**Preliminary**

	<b>FY2016 Budget</b>	<b>Carryover Funds/Budget</b>	<b>Total Budget</b>	<b>Jan Actual</b>	<b>YTD Actual</b>	<b>Encumbrance</b>	<b>FY2016 Budget Balance</b>
<b>Revenues</b>							
Metro Sales Tax	1,200,000	2,901,556	4,101,556	-	397,948	-	802,052
Interest	1,700		1,700	758	1,854		(154)
<b>Total Revenues</b>	<b>\$ 1,201,700</b>	<b>\$ 2,901,556</b>	<b>\$ 4,103,256</b>	<b>\$ 758</b>	<b>\$ 399,802</b>		<b>\$ 801,898</b>
<b>Projects</b>							
FY2014 City Wide Trip Hazard		471,331	471,331	-	-	-	471,331
FY2014 Sidewalk Projects		456,212	456,212	223,132	227,443	44,639	184,131
FY2015 Street Pavement Mgt Program	1,200,000	1,896,620	3,096,620	395,819	411,730	661,419	2,023,471
FY2015 Street Striping Program		75,793	75,793	31,136	31,136	43,219	1,439
<b>Total Project Expenditures</b>	<b>1,200,000</b>	<b>2,899,956</b>	<b>4,099,956</b>	<b>650,087</b>	<b>670,309</b>	<b>749,276</b>	<b>2,680,371</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 1,700</b>	<b>\$ 1,600</b>	<b>\$ 3,300</b>	<b>\$ (649,329)</b>	<b>\$ (270,506)</b>		
Unaudited Fund Balance 9/30/15	\$ 2,901,556						
FY2016 Revenue Projections	1,201,700						
FY2016 Expenditure Budget	4,099,956						
Projected Ending Fund Balance	<u>\$ 3,300</u>						

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**CITY OF BELLAIRE  
CURRENT PROPERTY TAX COLLECTIONS  
FY 2013 - FY 2016**

<u>Month</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
Oct	\$ -	\$ -	\$ -	\$ -
Nov	501,713	652,841	585,025	131,234
Dec	3,558,843	3,908,433	5,450,400	3,881,188
Jan	10,050,022	10,346,813	11,526,041	8,702,108
Feb	12,978,460	13,952,561	15,160,981	
Mar	13,101,633	14,090,483	15,457,518	
Apr	13,251,738	14,192,561	15,521,158	
May	13,284,289	14,238,069	15,576,794	
Jun	13,307,908	14,279,764	15,630,176	
Jul	13,319,875	14,282,615	15,634,846	
Aug	13,339,458	14,282,615	15,634,846	
Sep	13,344,243	14,282,615	15,634,846	
			YTD Collections	\$ 12,714,530
			% of Budget	74.22%
			% of Total Levy	73.92%
			FY 2016 Budget - Total Tax Revenue	\$ 17,130,365
			2015 Tax Year Taxable Value - Certified Appraisal Roll*	\$ 4,061,031,301
			2014 Tax Year - Under Protest or not Certified*	459,542,279
			Total	<u>4,520,573,580</u>
			Total Levy at \$0.3805 / \$100 =	<u>\$ 17,200,782</u>

**Ten Largest Taxpayers in City of Bellaire (Tax Year 2015) \***

		<u>Taxable Value</u>
Chevron Chemical Company	Oil & Gas	79,604,253
Pin Oak North Parcel LL LLC	Land/Improvement:	49,900,289
KBS SOR 6565 6575 West Loop	Land/Improvement:	40,675,000
BRI 1833 6330 LLC	Land/Improvement:	39,319,862
Centerpoint Energy Inc.	Electric Utility	29,510,049
SBC Communications	Utility	28,734,297
CHP Houston Tx MOB Owner LLC	Land/Improvement:	25,165,006
CHP Houston TX Hospital Land	Hospital	24,940,369
Pin Oak South Parcel LL LLC	Land/Improvement:	19,941,588
5909-5959 Realty LTD	Land/Improvement:	12,650,000
		<u>\$ 350,440,713</u>
Tax Levy @ \$0.3805/100		<u>\$ 1,333,427</u>
% of Total Levy		7.75%

\* Source: Municipal Advisory Council of Texas

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

# CITY OF BELLAIRE HOUSING INFORMATION FY 2016

## January

### Houses, Townhomes & Vacant Lots for Sale \*

<u>Price Range</u>	
\$ 0 - \$ 250,000	-
\$ 250,001 - \$ 500,000	23
\$ 500,001 - \$ 750,000	17
\$ 750,001 - \$ 1,000,000	25
> \$ 1,000,000	66
<b>Total Units For Sale *</b>	<b>131</b>

**Total HCAD Residential Units/Lots \*\*** 6,018

**For Sale as a % of Total Units** 2.18%

**Highest Listing Price - Home** \$ 2,499,000

**Lowest Listing Price - TH/Lot** \$ 450,000

**Houses for Lease \*** 27

**Highest Lease/Month** \$ 6,200

**Lowest Lease/Month** \$ 1,500

### Foreclosure History as of end of Quarter Reported by RealtyTrac

	<u>Auction</u>	<u>Bank Owned</u>
At Quarter End 12-31-14	3	2
At Quarter End 03-31-15	4	2
At Quarter End 06-30-15	3	2
At Quarter End 09-30-15	2	2
At Quarter End 12-31-15	3	2

### New Residential Construction

<u>Fiscal Year</u>	<u>New Units</u>	<u>Dollar Value</u>	
		<u>Construction</u>	<u>Avg/Unit</u>
2007	169	85,632,703	506,702
2008	132	75,405,507	571,254
2009	49	26,026,889	531,161
2010	***	34,682,458	541,913
2011	56	30,064,905	536,873
2012	***	54,914,376	590,477
2013	***	65,491,037	579,567
2014	125	78,420,596	627,365
2015	98	52,190,001	532,551
2016	29	15,843,147	546,315

**Average Appraised Value (Tax Year 2015)** \$ 835,801

\* Source: Houston Association of Realtors (does not include for sale or lease by owner)

\*\* Based on information provided by the Harris County Tax Assessor-Collector and the Harris County Appraisal District includes estimated values

\*\*\* Numbers revised based on system correction

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**CITY OF BELLAIRE**  
**SUMMARY OF SALES & MIXED BEVERAGE TAX**  
**FY 2014 - FY 2016**

<u>Payment</u>				
<u>Month</u>	<u>Period</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
<b><u>Sales Tax</u></b>				
Oct	Aug	\$ 506,393	\$ 168,534	\$ 153,643
Nov	Sep	191,544	204,637	236,498
Dec	Oct	186,277	187,620	196,711
Jan	Nov	178,766	168,955	253,578
Feb	Dec	239,214	289,944	-
Mar	Jan	180,302	175,468	-
Apr	Feb	168,270	168,824	-
May	Mar	189,723	201,769	-
Jun	Apr	169,660	174,538	-
Jul	May	159,472	171,111	-
Aug	Jun	253,895	230,014	-
Sep	Jul	186,787	209,043	-
<b>Sub-Total</b>		<b>\$ 2,610,303</b>	<b>\$ 2,350,457</b>	<b>\$ 840,430</b>
<b><u>Mixed Beverage</u></b>				
Oct	1st Qtr	4,366	5,493	6,012
Jan	2nd Qtr	4,730	6,053	5,238
Apr	3rd Qtr	4,616	5,839	-
Jul	4th Qtr	5,341	6,004	-
<b>Sub-Total</b>		<b>19,053</b>	<b>23,389</b>	<b>11,250</b>
<b>Total</b>		<b>\$ 2,629,356</b>	<b>\$ 2,373,846</b>	<b>\$ 851,680</b>

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**CITY OF BELLAIRE  
SUMMARY OF FRANCHISE FEES  
FY 2014 - FY 2016**

	<b>Total <u>FY 2014</u></b>	<b>Total <u>FY 2015</u></b>	<b>YTD <u>FY 2016</u></b>
<b>Electric</b>	\$ 825,798	\$ 823,552	\$ 274,536
<b>Gas</b>	144,037	123,933	37,258
<b>Telephone</b>	121,736	115,691	28,984
<b>Cable</b>	<u>308,268</u>	<u>328,259</u>	<u>82,112</u>
<b>Total</b>	<b><u>\$ 1,399,839</u></b>	<b><u>\$ 1,391,435</u></b>	<b><u>\$ 422,890</u></b>

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

**CITY OF BELLAIRE  
SUMMARY OF PURCHASE ORDERS  
FY 2016**

	Oct-15		Nov-15		Dec-15		1st Qtr	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
Total Purchase Orders	315	\$ 4,163,768	214	\$ 997,313	243	\$ 895,582	772	\$ 6,056,663
PO for \$5,000 - \$50,000	35	\$ 565,114	27	\$ 430,626	13	\$ 191,970	75	\$ 1,187,710
% of Total Purchase Orders	11.11%	13.57%	12.62%	43.18%	5.35%	21.44%	9.72%	19.61%
\$ 5,000 - \$ 25,000	30	\$ 400,456	21	\$ 219,421	10	\$ 101,908	61	\$ 721,785
\$ 25,001 - \$ 50,000	5	\$ 164,658	6	\$ 211,205	3	\$ 90,062	14	\$ 465,925
	Jan-16		Feb-16		Mar-16		2nd Qtr	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
Total Purchase Orders	228	\$ 321,509	-	\$ -	-	\$ -	228	\$ 321,509
PO for \$5,000 - \$50,000	11	\$ 147,807	-	\$ -	-	\$ -	11	\$ 147,807
% of Total Purchase Orders	4.82%	45.97%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4.82%	45.97%
\$ 5,000 - \$ 25,000	11	\$ 147,807	-	\$ -	-	\$ -	-	\$ 147,807
\$ 25,001 - \$ 50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Apr-16		May-16		Jun-16		3rd Qtr	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
Total Purchase Orders	-	\$ -	-	\$ -	-	\$ -	-	\$ -
PO for \$5,000 - \$50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
% of Total Purchase Orders	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
\$ 5,000 - \$ 25,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
\$ 25,001 - \$ 50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Jul-16		Aug-16		Sep-16		4th Qtr	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
Total Purchase Orders	-	\$ -	-	\$ -	-	\$ -	-	\$ -
PO for \$5,000 - \$50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
% of Total Purchase Orders	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
\$ 5,000 - \$ 25,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
\$ 25,001 - \$ 50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -

\* Purchases include bids, sole source, and cooperative purchasing.

Attachment: Jan Month End (1796 : Monthly Financial Report for the Period Ending January 31, 2016)

## SUMMARY OF WATER PUMPED FY 2012 - FY 2016

<u>Month</u>	<u>FY 2012 Total Pumped</u>	<u>FY 2013 Total Pumped</u>	<u>FY 2014 Total Pumped</u>	<u>FY 2015 Total Pumped</u>	<u>FY 2015 Rainfall (Inches)</u>	<u>FY 2016 Total Pumped</u>	<u>FY 2016 COB Pumped</u>	<u>FY 2016 COH Pumped</u>	<u>FY 2016 Rainfall (Inches)</u>
Oct	129,655,000	109,121,000	92,972,000	88,831,000	3.97	116,095,000	71,601,000	44,494,000	20.76
Nov	99,628,000	103,839,000	69,110,000	78,682,000	4.15	73,352,000	28,256,000	45,096,000	11.85
Dec	73,904,000	72,504,000	77,359,000	63,085,000	4.91	67,857,000	25,047,000	42,810,000	4.22
Jan	62,294,000	64,773,000	74,505,000	61,598,000	5.77	66,712,000	23,649,000	43,063,000	2.77
Feb	63,981,000	68,153,000	62,548,000	60,096,000	1.22	-	-	-	-
Mar	69,176,000	94,108,000	67,974,000	64,526,000	7.96	-	-	-	-
Apr	56,134,000	75,587,000	85,413,000	66,778,000	9.52	-	-	-	-
May	85,870,000	100,717,000	102,477,000	67,043,000	17.09	-	-	-	-
Jun	115,932,000	119,484,000	101,881,000	84,006,000	3.43	-	-	-	-
Jul	98,488,000	133,402,000	106,424,000	120,788,000	1.69	-	-	-	-
Aug	134,154,000	136,353,000	108,349,000	143,045,000	6.60	-	-	-	-
Sep	125,974,000	100,334,000	88,885,000	107,912,000	5.39	-	-	-	-
<b>TOTAL</b>	<b><u>1,115,190,000</u></b>	<b><u>1,178,375,000</u></b>	<b><u>1,037,897,000</u></b>	<b><u>1,006,390,000</u></b>	<b><u>71.70</u></b>	<b><u>324,016,000</u></b>	<b><u>148,553,000</u></b>	<b><u>175,463,000</u></b>	<b><u>39.60</u></b>

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Report  
Department Head: Paul A. Hofmann  
DOC ID: 1786

**SCHEDULED  
ACTION ITEM (ID # 1786)**

---

**Item Title:**

Quarterly Report from the Evelyn's Park Conservancy Board - Submitted by Patricia King-Ritter, President, and Lou Waters, Vice President, Evelyn's Park Conservancy Board.

**Background/Summary:**

Per Ordinance No. 14-035, and the Development and Operating Agreement for Evelyn's Park, the Conservancy shall present a quarterly report.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

None

**Recommendation:**

N/A



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Presentation  
Department Head: Paul A. Hofmann  
DOC ID: 1768

**SCHEDULED  
ACTION ITEM (ID # 1768)**

**Item Title:**

Report on salary and incentive enhancements, and consideration of and possible action to provide direction as appropriate - Submitted by Yolanda Williams, Director of Human Resources.

**Background/Summary:**

Compensation and Market Analysis-Incentives and Salary

On October 19, 2015, members of City Council directed the City Manager to:

- "Present recommendations for salary and incentive enhancements as part of a comprehensive approach toward improving employee recruiting and retention within 120 days";
- "Present a proposal for implementation thereof within 180 days for the fiscal year 2017 budget".

A major consideration was to establish market comparisons to the current level of salary and incentives paid to all City job classifications.

The City of Bellaire developed and presented a survey questionnaire to 22 prospective participants to collect incentive/certification and salary information. The data gathered and subsequent report and information presented represent 18 participants that responded to the survey.

Recommendations:

**Short Term (Now)**

- Improve incentive pay city-wide with an immediate focus on public safety departments - Fire, Police, and Public Works.
- Foster an environment and opportunities that encourage employees to stay-make sure they don't leave for the wrong reasons/reasons we can control.

**Mid Term (FY 2017)**

- Attain and sustain 75% market position for Public Safety positions
- Longevity Pay- Increase overall and at 5 year intervals

**Long-Term (Beyond FY 2017)**

- Attain and sustain 75% market position city-wide to be a premier employer and maintain a competitive advantage.

**Previous Council Action Summary:**

October 19, 2015 Council Direction as stated above.

**Fiscal Impact:**

The short-term recommendation is estimated to cost \$50,000, projected to be available from savings in Health Benefit costs. The Mid and Long term cost implications require more analysis and will be more fully addressed as we develop the FY 2017 Budget.

**Recommendation:**

Direct the City Manager to do the following based on the information presented:

- Amend Employee Handbook subject to changes to incentive pay.
- Implement short term objectives in current budget year (FY 2016)
- Develop FY 2017 Budget to provide the option 75% for Public Safety

**ATTACHMENTS:**

- COB Salary Survey Final Report 2 16 (PDF)

# City of Bellaire, TX Compensation Report

MP 1601 & 1608 PROJECT TEAM | FEBRUARY 15, 2016



# Table of Contents

- Council Directive/Study Background
- Compensation Objectives
- Survey Methodology
- Summary of Incentive/Other Pay Data
- Recommendations
- Summary of Pay Practices Data
- Summary of Salary Data Comparisons

# City Council Directive/Study Background

- On October 19, 2015, City Council directed the City Manager to:
  - “Present recommendations for salary and incentive enhancements as part of a comprehensive approach toward improving employee recruiting and retention within 120 days”;
  - “Present a proposal for implementation thereof within 180 days for the fiscal year 2017 budget”.

# City Compensation Objectives

- Develop a compensation program that is internally equitable and externally competitive.
- A broad compensation approach to include salary and certification/incentive pay was taken into consideration.
- Market parity was assessed at the market average based on current compensation philosophy with consideration given to the need to revise such philosophy.

# Survey Methodology: Compiling Market Data

- Criteria utilized to determine benchmark jobs:
  - Minimum of 1/3 of job classifications (benchmarks encompassed approximately 85% of job classifications);
  - Minimum of 50% of employees (benchmarks encompassed approximately 90% of employees);
  - Representation from lowest levels in organization to highest levels in the organization.

# Survey Methodology: Compiling Market Data

- Criteria utilized to determine benchmark jobs (cont'd):
  - Representation across all function areas;
  - High incumbent positions;
  - Hard to recruit positions;
  - Positions that are common in the marketplace (so matches can be found).



# Survey Methodology: Benchmark Jobs

Benchmark Position	Benchmark Position
Accounting Manager	Fire Shift Commander
Utility Billing/Collection Rep	Firefighter Paramedic
Accounts Payable Technician	Foreman
Administrative Assistant	SR Human Resources Generalist
Assistant Court Clerk	Information Technology Technician
Administrative Secretary	Laborer
Animal Control Officer	Librarian*
Assistant City Manager	Library Assistant
Assistant Director of Parks & Recreation	Director of Library
Assistant Police Chief	Custodian
Building Inspector	Crew Leader
Building Official	Parks Superintendent
City Secretary	Parks Maintenance Technician
Code Enforcement Officer	Payroll Specialist/Technician
Communication Operator	Permit Tech
Communication Supervisor	Development Services Manager
Community Resource Officer	Police Chief
Court Clerk	Police Corporal*
Chief Financial Officer	Police Detective
Director of Development Services/Planning	Police Lieutenant
Director of Human Resources	Records Technician
Director of Information Technology	Police Sergeant
Director of Parks, Recreation & Facilities	Police Officer
Director Of Public Works	Project Manager
Equipment Operator I	Receptionist
Equipment Operator II	Recreation Supervisor
Executive Secretary	Recreation/Aquatics Superintendent
Facilities Superintendent	Senior Accountant
Fire Chief	Utilities Superintendent
Fire Lieutenant	Plant Operator
Fire Marshal/Asst. Fire Chief	Chief Plant Operator

\*Insufficient amount of data obtained for analysis purposes.

The above benchmarks are based on the positions in which the City had matches.

# Survey Methodology: Comparator Organizations

- Criteria utilized to determine comparator organizations:
  - Employer size and complexity;
  - Geographic proximity;
  - Nature of city services provided;
  - Exceptions may exist in order to achieve recruitment objectives.

# Survey Methodology: Comparator Organization Demographic Data

	Comparator Market Average	Comparator Market Median	Comparator Market Low	Comparator Market High	City of Bellaire
Census Population	38,280	27,425	2,556	271,140	17,849
Annual Operating Budget	\$87,766,276	\$45,871,252	\$22,185,340	\$490,211,089	\$31,461,000
Number FT Employees	292	247	39	712	183

The above demographics are based on the organizations specified for comparison purposes.

# Survey Methodology

- COB developed a survey questionnaire to collect compensation data.

Organizations**	
City of Conroe	City of Plano
City of Deer Park	City of Rosenberg *
City of Friendswood	City of Spring Valley*
City of Houston	City of Sugar Land
City of Humble	City of The Woodlands
City of Katy	City of University Park
City of League City	City of Webster
City of Missouri City	City of West University Place
City of Pearland*	The Villages (Fire)

\*Information data-mined from information provided by respective organizations.

\*\*City of Farmer's Branch, City of Highland Park, Memorial Villages Police, and City of Pasadena, declined to participate.

# Survey Methodology

- The data collection form was utilized to collect incentive/certification information in conjunction with the salary survey.
- COB distributed the survey to comparator organizations previously identified on December 3, 2015. Responses were received through January 29, 2016.
- COB followed up with each organization to encourage participation.
- COB reviewed and entered the data collected from participants.

# Survey Methodology

- COB followed-up directly with the participants to clarify and validate questionable information reported.
- COB asked organizations to make a match for only those jobs that reflected at least 70% of the duties as outlined in the benchmark summaries.
- All data are effective December 2015.
- COB follows the U.S. Department of Justice and Federal Trade Commission guidelines that state 5 job matches should exist per job in order to conduct statistical analyses or for drawing conclusions.

# Recommendations

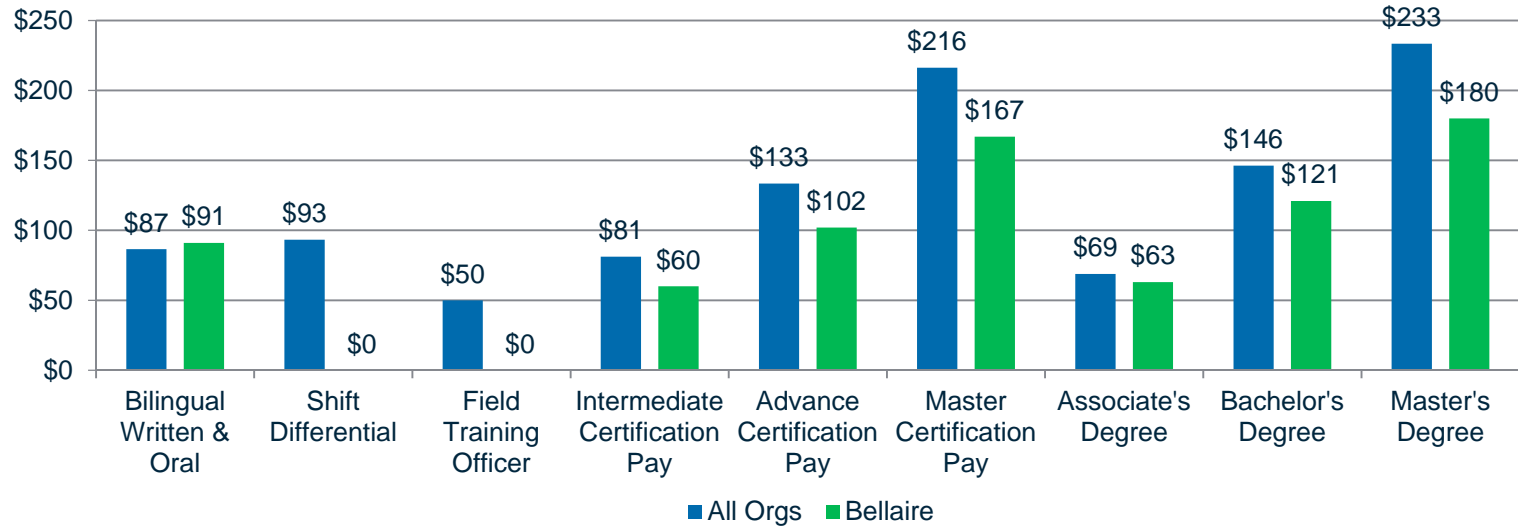
- Short-Term (Now)
  - Improve incentive pay city-wide with an immediate focus on public safety departments – Fire, Police, and Public Works.
    - There will be a recurring base budget impact; however, 2016 exposure limited to \$50,000.
  - Foster an environment and opportunities that encourage employees to stay—make sure they don't leave for the wrong reasons/reasons we can control.
- Mid-Term (FY2017)
  - Attain and sustain 75% market position for Public Safety.
  - Consider 75% market position for benefits and incentives across the board. (i.e. longevity, tuition, etc.)
- Long-Term (Beyond 2017)
  - Attain and sustain 75% market position city-wide as part of being a premier employer and maintaining a competitive advantage.
    - Offsets the commute element and the fact that most employees cannot afford to live in the community.

# Short-Term (Now)

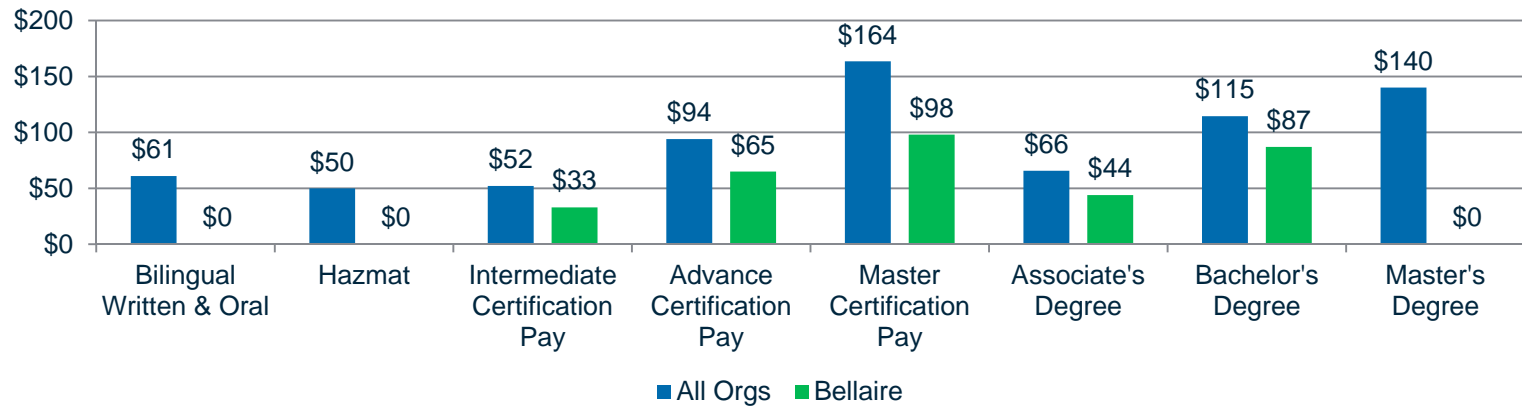


# Pay Practices: Public Safety Allowances

## Incentives/Certification - Sworn Police (Monthly \$)



## Incentives/Certification - Sworn Fire (Monthly \$)

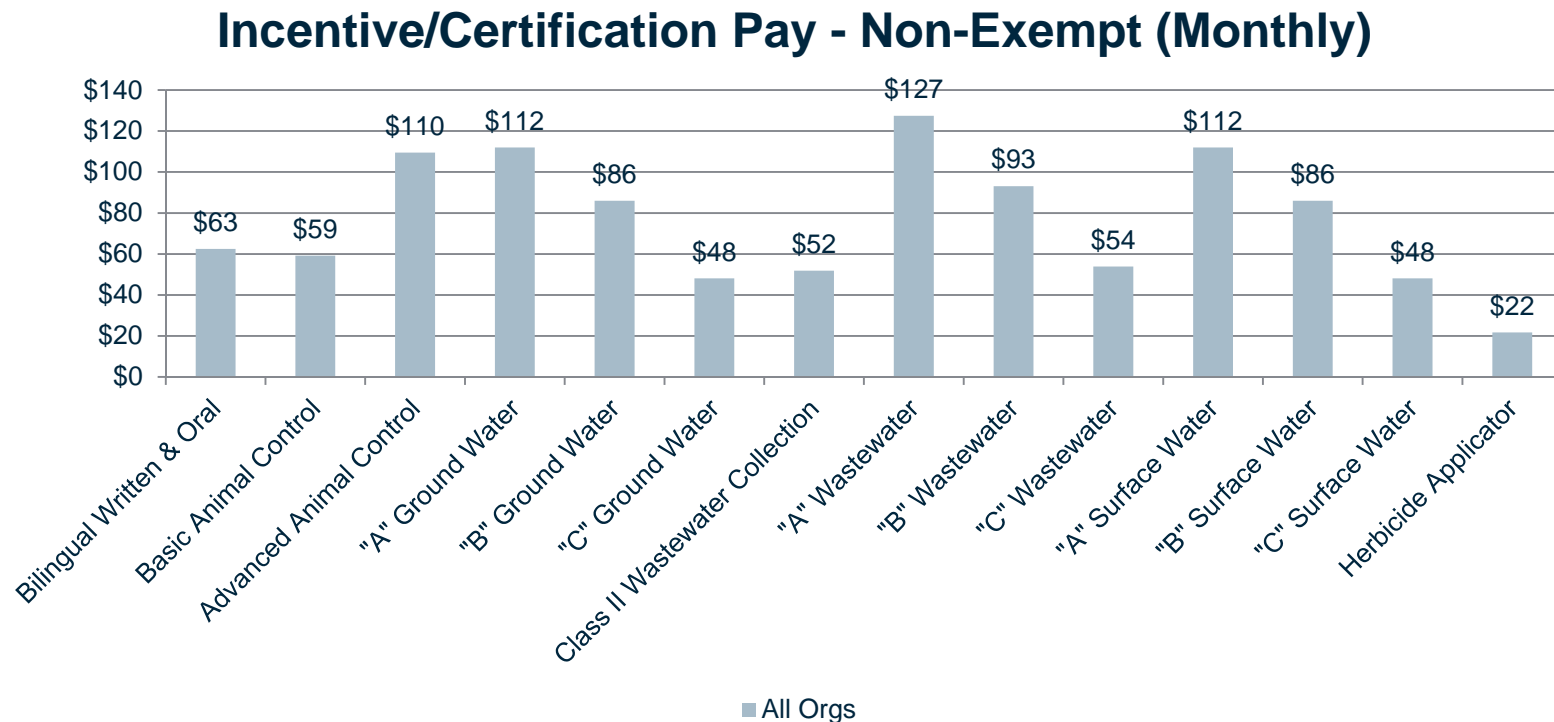


# Public Safety Proposed Incentive Pay (Monthly \$)

	Fire Current	Fire New	Police Current	Police New	CO Current	CO New
<b><u>Education</u></b>						
Associate's Degree	\$44	\$100	\$63	\$100	\$63	\$100
Bachelor's Degree	\$87	\$175	\$121	\$175	\$121	\$175
Master's Degree	\$0	\$225	\$180	\$225	\$180	\$225
Doctoral Degree	\$0	\$275	\$267	\$275	\$267	\$275
<b><u>Certifications/Allowances</u></b>						
Intermediate	\$33	\$100	\$60	\$100		\$100
Advanced	\$65	\$175	\$102	\$175		\$150
Master	\$98	\$225	\$167	\$225		\$200
Bi- Lingual Oral	\$0	\$70	\$63	\$70	\$63	\$70
Bi-Lingual Oral & Written	\$0	\$110	\$91	\$110	\$91	\$110
Fitness Assessment	\$0	\$300/6mo	\$240/6mo	\$300/6mo		
Fire Inspector	\$32	\$50				
Arson Investigator	\$43	\$100				
Fire Investigator	\$21	\$50				
Fire Instructor I	\$11	\$25				
Fire Instructor II	\$11	\$40				
Fire Instructor III	\$21	\$50				
Driver Operator-Pumper	\$11	\$25				
Fire Officer I or II	\$11	\$25				
Fire Officer II or IV	\$0	\$40				
NFA Executive Fire Officer	\$0	\$100				
Incident Safety Officer	\$0	\$25				
Foot Wear Allowance	\$0	\$100/yr				
LEMIT Command College			\$60	\$75		
FBI National Academy			\$67	\$100		
Shift Differential			\$0	\$108		
Weekend Differential			\$0	\$25/wknd shift		
Specialty Skill Proficiency			\$39	\$60		
Equipment & Cleaning			\$0	\$200/yr		

# Public Works Pay Practices: Incentive/Certifications

- Non-exempt allowance provisions in the comparator market are shown in the chart below:



# Public Works Proposed License/Incentive Pay (Monthly \$)- Non-cumulative above job requirements

Licenses/Certifications	
"A" Ground Water	\$112
"B" Ground Water	\$86
"C" Ground Water	\$48
Class II Wastewater Collection	\$52
"A" Wastewater	\$127
"B" Wastewater	\$93
"C" Wastewater	\$54
"D" Wastewater	\$25
"A" Surface Water	\$112
"B" Surface Water	\$86
"C" Surface Water	\$48
"D" Surface Water	\$25
Solid Waste Technician	\$50
Municipal Solid Waste A License	\$100
Municipal Solid Waste B License	\$75
Other Specialty Licenses/Certification	\$25 -\$75

# Recruiting Incentives & Strategies & Work Schedules

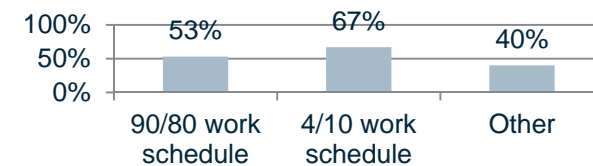
- Similar to the comparator market, the City does not provide for recruiting incentives.
- Similar to the comparator market, the City does not utilize specialized recruiting incentives.
- The City does not provide for *formal* flexible/alternative work schedules; however, management may approve flexible work schedules for their employees.

	Recruitment Incentives
Yes	26.7%
No	73.3%

	Special Recruiting Strategies
Yes	33.3%
No	66.7%

	Organizations Offering Flexible Work Schedules
Yes	66.7%
No	33.3%

## Types of Flexible Work Schedules...



# MID-TERM (FY2017)

# Pay Practices: 2016 Increases

- The City is on par with the comparator market with respect to the increases for 2016, as shown in the table below:

	Average Projected 2016 Total Increase				
	Average Increase	Median Increase	Low Increase	High Increase	City of Bellaire
Pay Structure	2.0%	1.0%	0.0%	5.0%	1.5%
Merit/Step	2.0%	1.0%	0.0%	5.0%	3.5%
COLA	1.0%	1.0%	0.0%	3.0%	N/A

# Pay Practices: Formal Salary Ranges

- Similar to the comparator market, the City has formal salary ranges for all levels of employees as shown in the table below:

	Organizations with Formal Salary Ranges	Step/Grade Pay Plans
		% of Orgs with Step/Grade Plans
Executive/Mgmt	78%	40%
Exempt	94%	53%
Non-Exempt	94%	60%



# Summary of Salary Data Comparisons

- KEY MEASURES:

- From a collective perspective, current minimums of public safety positions combined are competitive, lagging market average range minimum salaries by -5.2%.
  - From a collective perspective, current midpoints of all other positions combined are competitive, lagging market average actual salaries by -0.5%.
- Individual comparisons vary.
- Longevity, performance, and hiring conditions may explain some differences in actual salary.

# Summary of Salary Public Safety Data Comparisons

Benchmark Title	Bellaire Range Min	Mkt Avg Range Min	% Diff COB to Avg Mkt	75% Mkt Range Min	% Diff COB to 75% Mkt
Firefighter Paramedic	\$49,563	\$50,873	-2.6%	\$54,756	-10.5%
Fire Lieutenant	\$67,359	\$70,857	-5.2%	\$80,392	-19.3%
Fire Shift Commander	\$74,848	\$74,510	0.5%	\$75,152	-0.4%
Fire Marshall (Assistant Fire Chief)	\$83,368	\$87,717	-5.2%	\$95,367	-14.4%
Police Sergeant	\$67,359	\$70,444	-4.6%	\$74,188	-10.0%
Police Lieutenant	\$74,848	\$81,398	-8.8%	\$87,652	-17.1%
Police Officer	\$52,005	\$53,390	-2.7%	\$56,011	-7.7%
Police Detective	\$52,827	\$56,521	-7.0%	\$60,058	-13.7%
Assistant Police Chief	\$83,368	\$92,400	-10.8%	\$102,253	-22.7%
<b>Average</b>			-5.2%		-12.9%

- The following guidelines are used when determining the competitive nature of current compensation:
  - +/-5% = Highly Competitive
  - +/-10% = Competitive
  - +/-10-15% = Possible misalignment with market
  - >15% = Significant misalignment with market

# Summary of Salary Data Comparisons

## All Other Positions

COB Midpoint Vs. Market Actual Average Base	Bellaire Collective %diff Average
General Pay Scale	-0.5%

# FY2017 General Fund Budget Considerations

- Attain and Sustain Public Safety at 75% - \$350,000
- Continue to implement FY2016 Now - \$100,000
  - 6 months of FY2016 - \$50,000
- Address other City-wide Incentives that are below market
  - Tuition, longevity, etc.

# Long-Term

- Establish 75% market position City-wide
- Budget affordability - Increase Payroll of close to \$1.2M
  - Increasing incrementally as market changes
  - Increases with current step program
  - Current forecast model includes 5% total increase for payroll and benefits.

# Thank You

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Report  
Department Head: Michelle Jordan  
DOC ID: 1807

**SCHEDULED  
ACTION ITEM (ID # 1807)**

**Item Title:**

Report on potential scenarios for funding and constructing the Municipal Facilities Project - Submitted by Michelle Jordan, Project Manager.

**Background/Summary:**

The attached presentation will explain the current status and known conditions for the Municipal Facilities Project, and review the proposed scenarios for funding and construction, as well as identify important dates regarding Capital Improvement Project (CIP) planning, and bond election and sale dates.

In response to guidance from Council at the previous meeting, the scenarios for funding and constructing the Municipal Facilities Project have been updated as follows:

Scenario #1 - Bond election in May 2016 (No longer pursuing)  
Scenario #2 - Bond election in November 2016, build both buildings  
Scenario #2B - Bond sale in August for Police and Courts, do not build City Hall/Civic Center  
Scenario #3 - Bond election in November of 2017. Proceed with Police and Courts now, City Hall/Civic Center after 2017 bond referendum.

Scenarios #2 and #3 would need to have a bond election in the future. The City's overall Capital Improvement Plan includes other projects that would need bond funding, such as the successor project to Rebuild Bellaire, water and wastewater improvements, etc. The City will be preparing the CIP for this year over the coming months, and Council will be able to review the CIP before the deadline to call any possible bond elections. This will provide a comprehensive look at the City's funding needs. Some key dates regarding planning and decision making are as follows:

February 27 - Parks Advisory Board consideration of CIP  
March 8 - CIP presentation to Planning and Zoning Commission  
April 12 - Planning and Zoning consideration of CIP  
May - Council Pre-Budget Planning Retreat  
August 22 - Last day to call a Special Election on a measure (note: Our Council meeting schedule does not include a meeting on August 22, therefore this will need to be done at the August 1 or August 15 meeting)

Currently, PGAL is continuing to design both buildings with a scheduled completion of drawings in October 2016.

**Previous Council Action Summary:**

A presentation was made to Council during the Town Hall Meeting on February 1, 2016 to provide an update on the project. This presentation identified three different scenarios for funding and constructing the project, as well as updated cost estimates. Comments were

heard from the public, and a discussion amongst Council occurred during the Feb. 1, 2016 Council Meeting. At that meeting, Council provided direction to eliminate Scenario 1, which necessitated a bond referendum in May 2016.

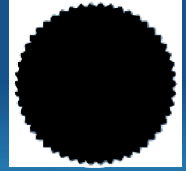
**Recommendation:**

It is recommended that Council review this report as it pertains to future decision making.

**ATTACHMENTS:**

- Feb 15th Status Report - Municipal Facilities 2-10-2016 (PPTX)



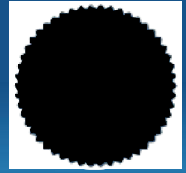


# City of Bellaire

## Municipal Facilities Project

### Funding and Construction Report

February 15, 2016



This report will cover the following:

- § The given or known conditions

- § The three current scenarios

  - § Supplemental information on condition of City Hall

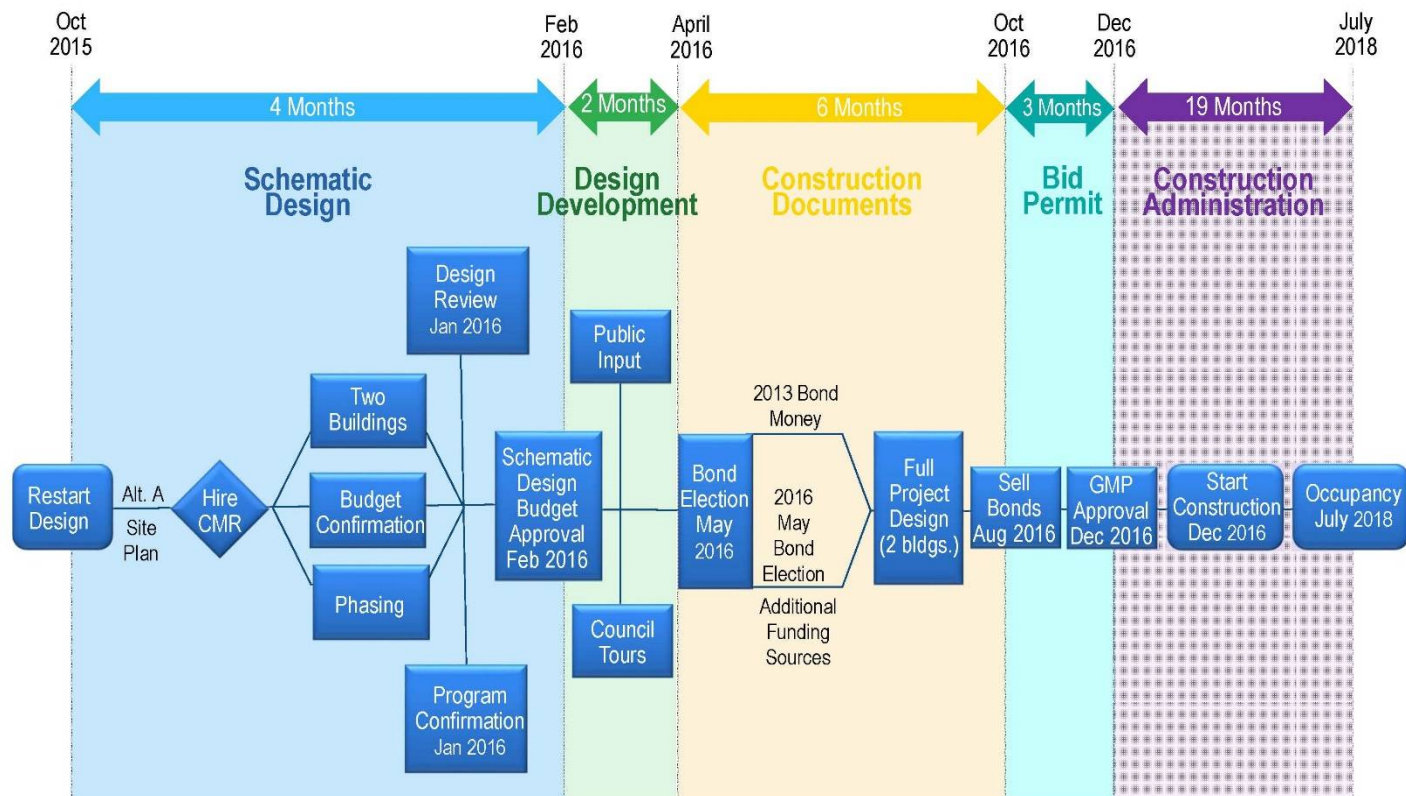
- § The important dates

- § Other considerations

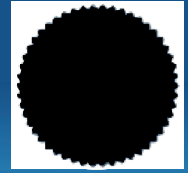
## Given or known conditions:

Based upon discussion and direction from Council during the February 1<sup>st</sup> meeting, Staff is not preparing for a May 2016 bond election.

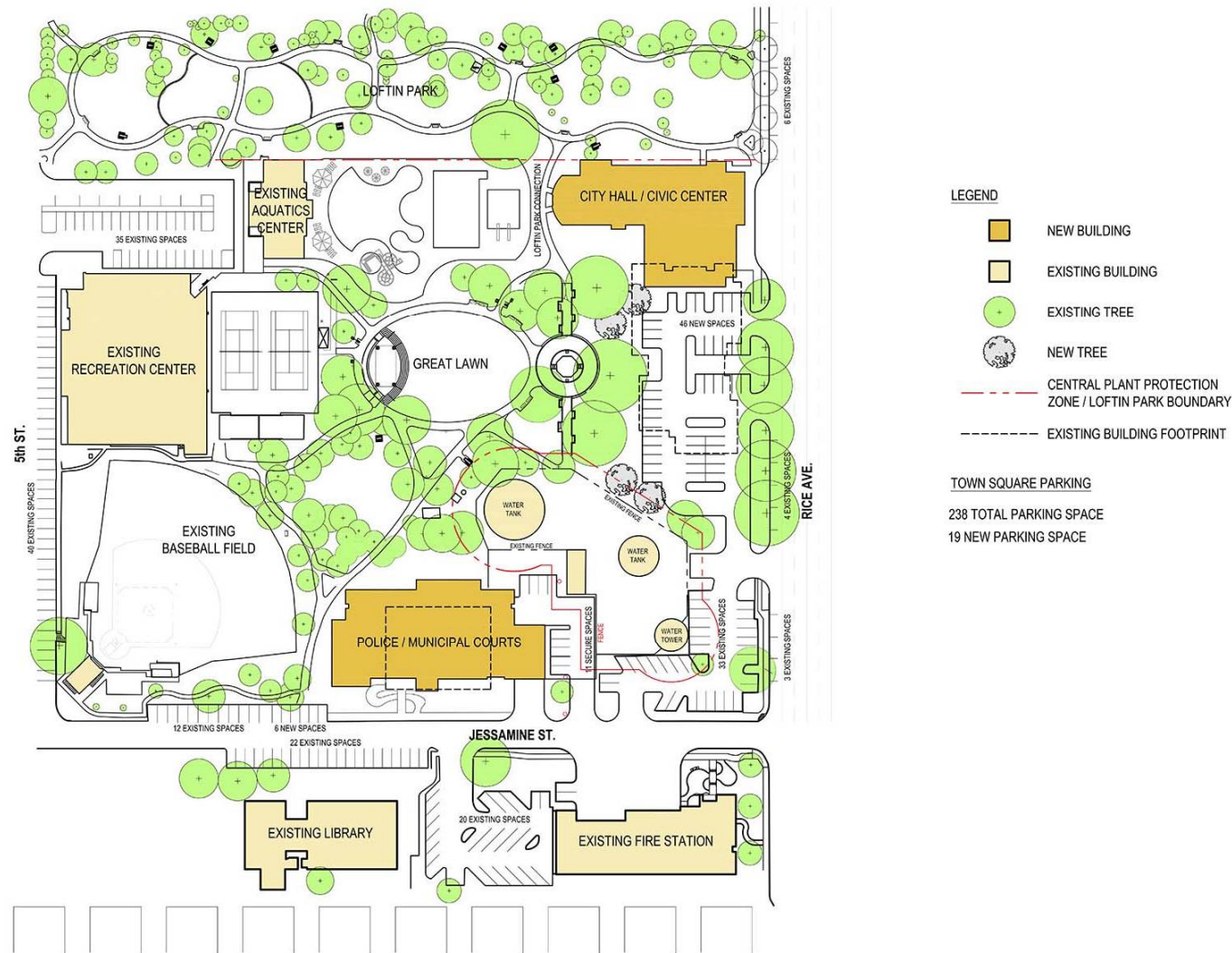
Of the three scenarios presented on February 1<sup>st</sup>, Scenario #1 (below) will no longer be pursued.



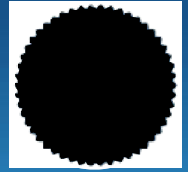
Given or known conditions:



Site Plan A has been voted on by Council on September 15, 2015 and approved.

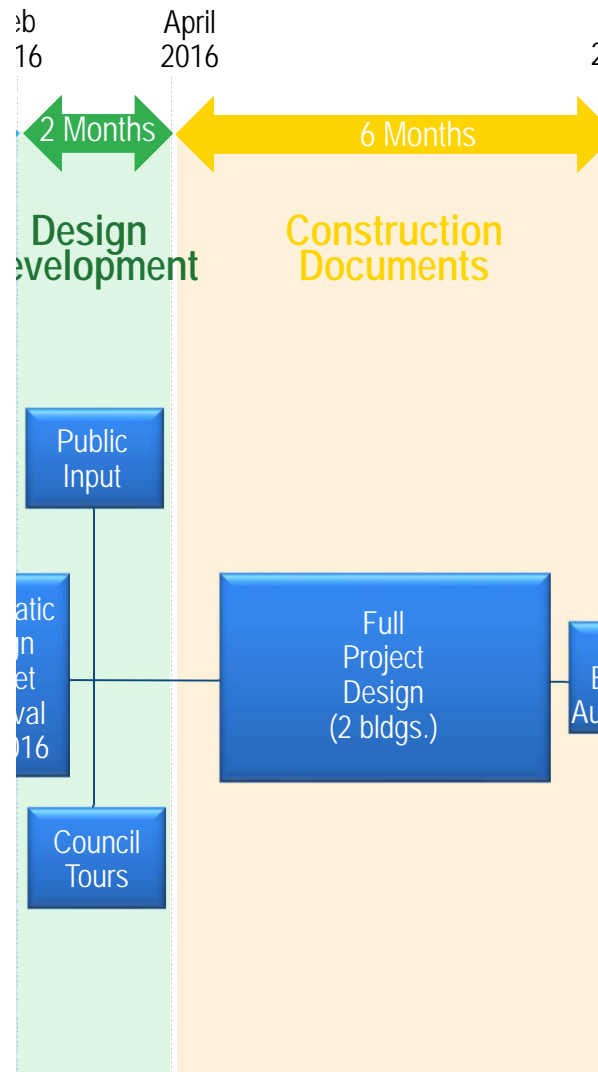


Given or known conditions:



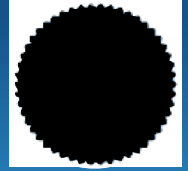
The schedule to complete design development and construction documents has not changed.

PAST



FUTURE –  
TO BE  
DETERMINED

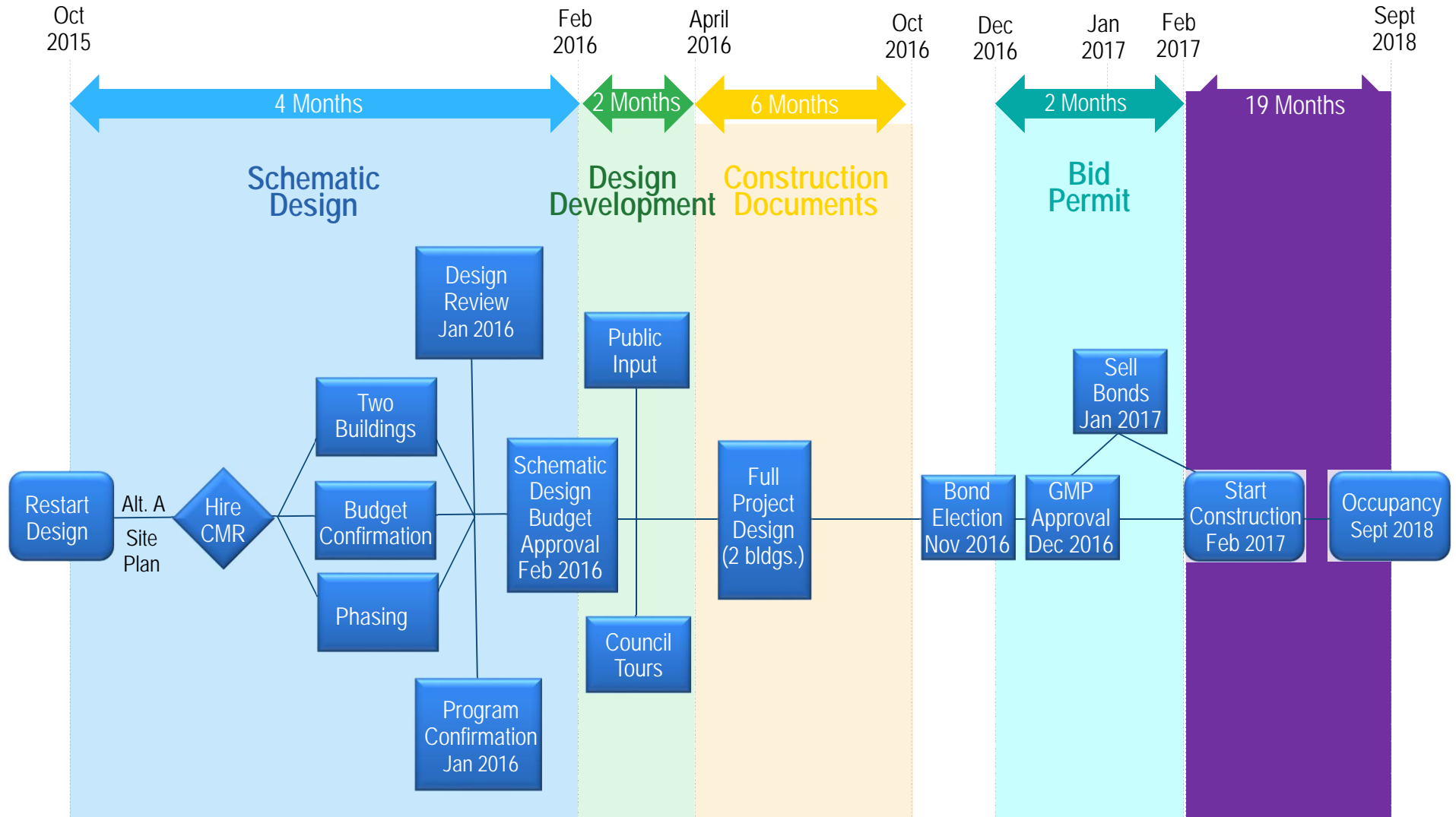
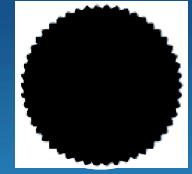
Given or known conditions:



We are moving forward with design for all buildings.

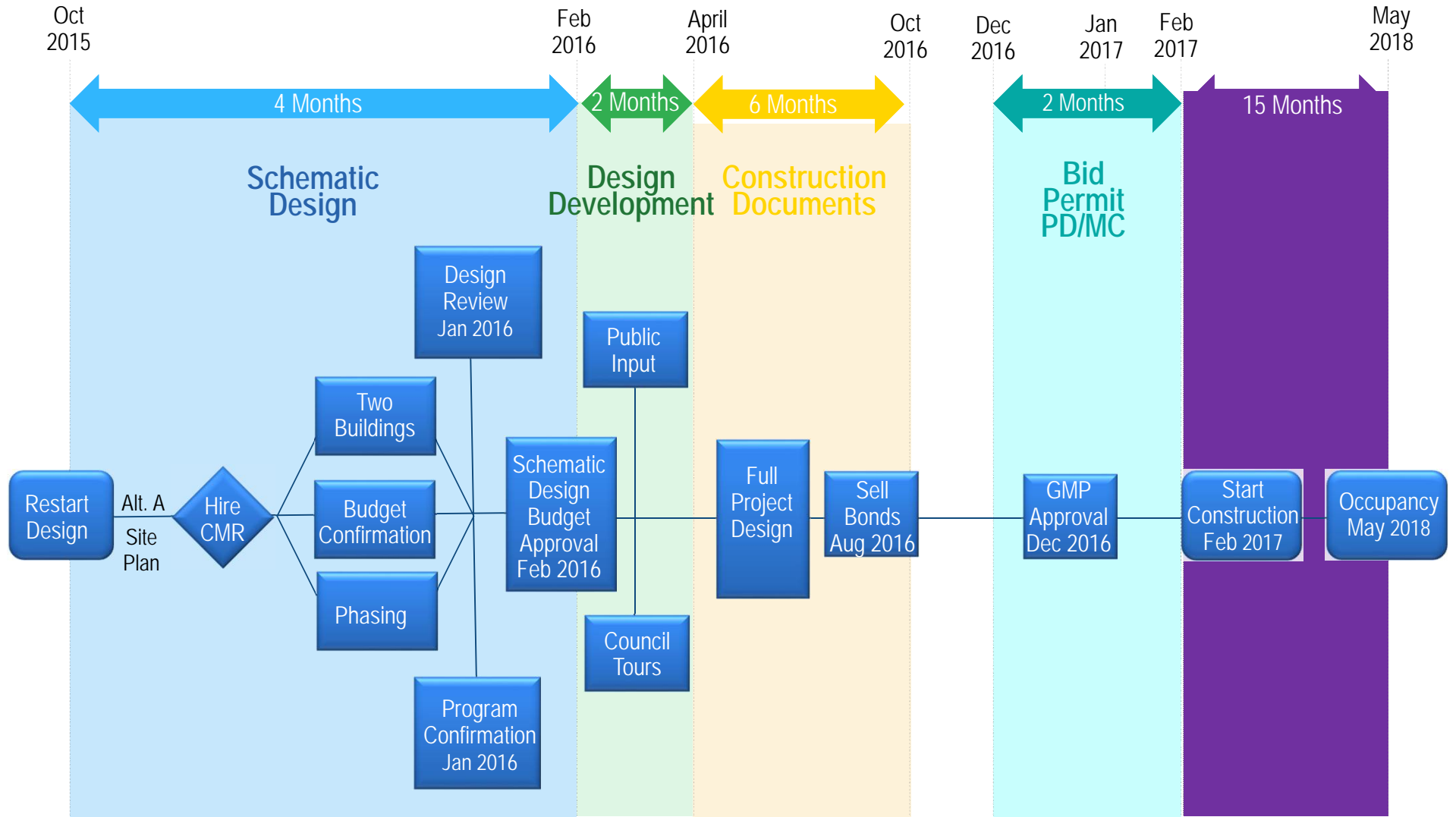
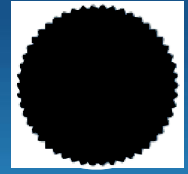
Police & Courts    AND    City Hall & Civic Center

# Bellaire Municipal Buildings: Scenario 2

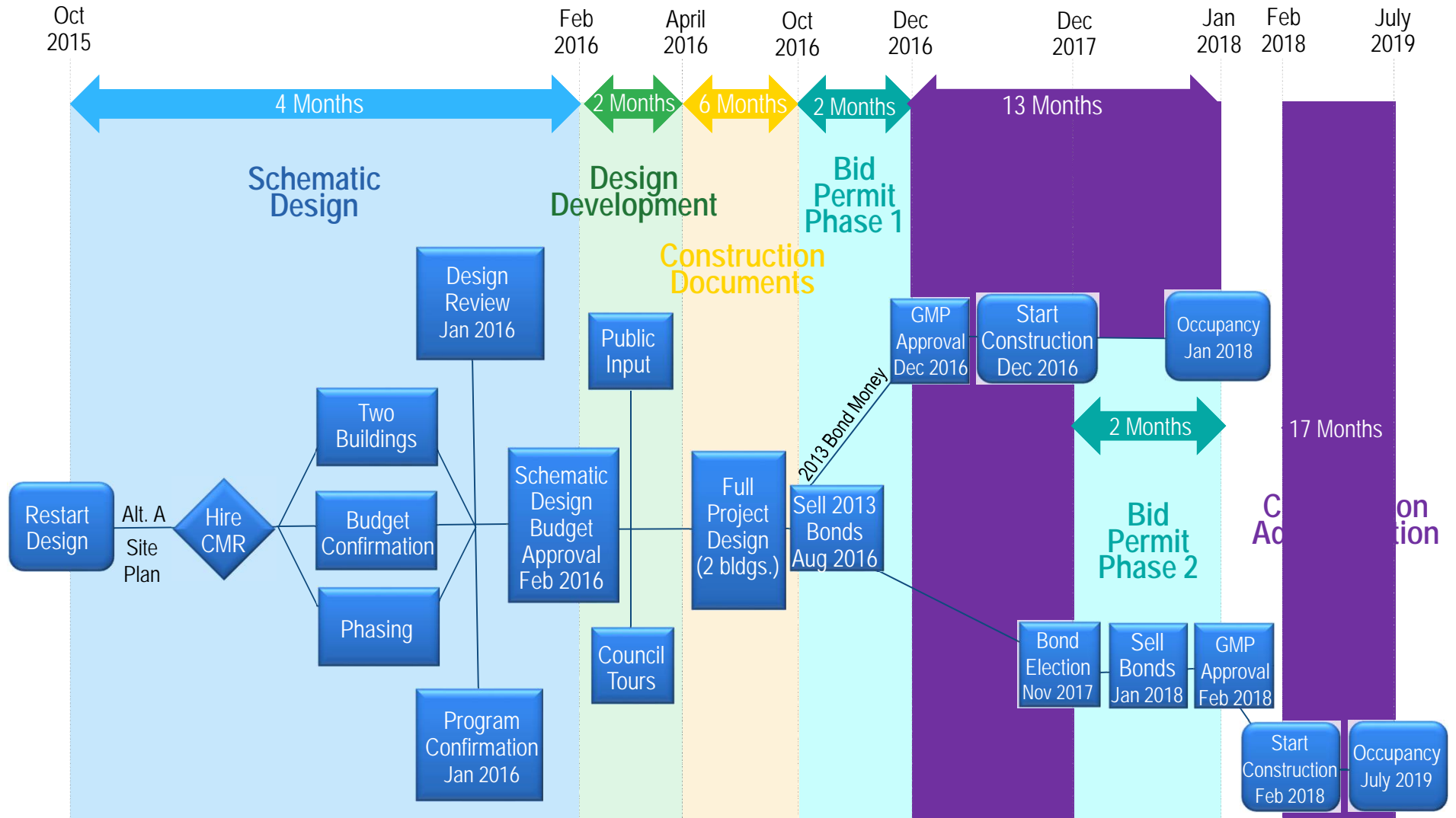
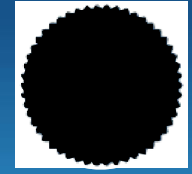




# Bellaire Municipal Buildings: Scenario 2B

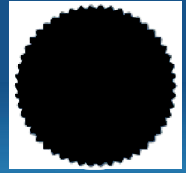


# Bellaire Municipal Buildings: Scenario 3



# Scenario Schedule Summary Comparison

	July 2013	Scenario 1	Scenario 2	Scenario 3
<b>Bond Election</b>	November 2013	May 2016	November 2016	November 2017
<b>Cost Variance</b>		-0-	+\$154,139	+\$906,000
<b>Construction Start</b>	December 2014	December 2016	February 2017	February 2018
<b>Total Project Budget</b>	\$13,081,000	\$16,765,510	\$16,919,649	\$17,671,510
<b>Additional Funding Required</b>		\$3,684,510	\$3,838,649	\$4,590,510
<b>Occupancy Date</b>	July 2016	July 2018	September 2018	July 2019



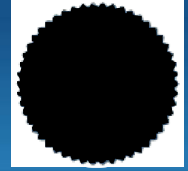
# Bellaire City Hall/Civic Center

2004 Facility Condition Assessment:  
3D/International

2012 Facilities Master Plan Update:  
PGAL

2007 Limited Foundation Investigation-  
Bellaire City Hall: Walter P. Moore & Associates, Inc.

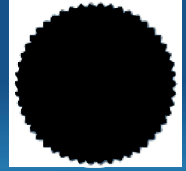
# City Hall/Civic Center



Ø 2004 Facility Condition Assessment, building systems evaluated in report: (3D/International)

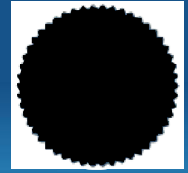
- Electrical
- Interior and exterior finishes
- HVAC
- Roofing
- Interior and exterior construction/structures
- Fire protection systems
- Plumbing
- Site Improvements
- Furnishings

# City Hall/Civic Center



- Ø Areas not identified in 2004 report:
- Fire Code deficiencies
  - ADA deficiencies

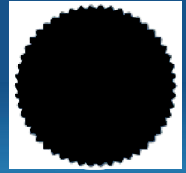
# City Hall/Civic Center



## Ø 2004 Facility Condition Assessment report:

- FCI (Facility Condition Index) Rating- Poor condition
  - Additional estimated cost to keep building in 2004 condition through 2019 \$2.5M
  - Estimated cost to replace building in 2004 \$2.9M
- ✓ NOTE: construction/repair costs only, no design or engineering costs included

# City Hall/Civic Center

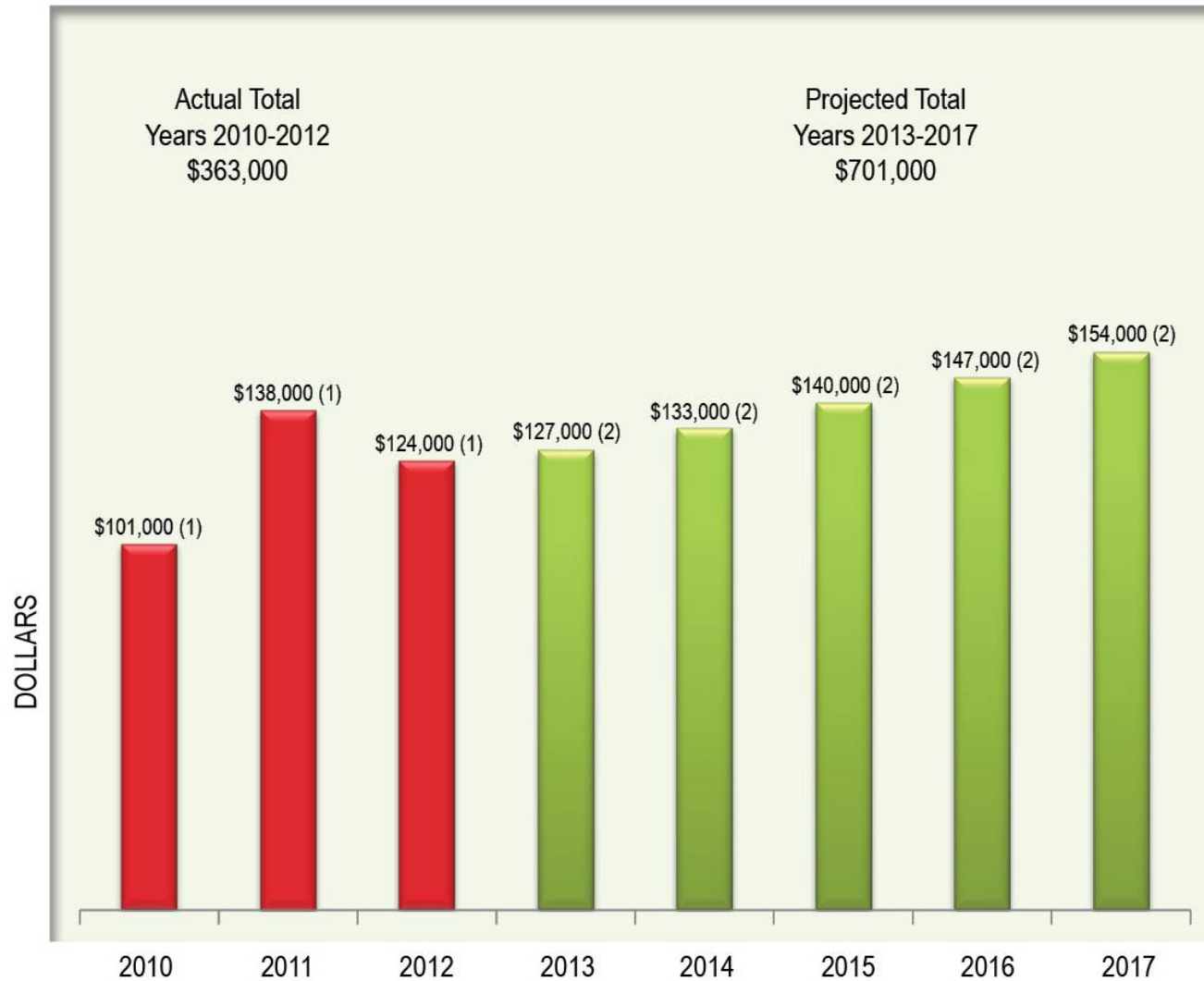
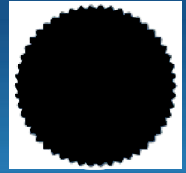


Ø 2012 Facilities Master Plan Update, building systems evaluated in 2012 report: (PGAL)

- Electrical
- Interior and exterior finishes
- HVAC
- Roofing
- Interior and exterior structure/construction
- Plumbing
- Structure
- Site Improvements
- Furnishings
- ADA Standards/ deficiencies (not covered in 2004)
- Fire Safety Protection Systems (not covered in 2004)



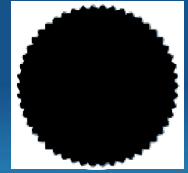
# City Hall / Civic Center



Note: (1) Actual Repairs

(2) Projected repair costs based on average of 2010-2012 actuals escalated 5% per year

# City Hall/Civic Center

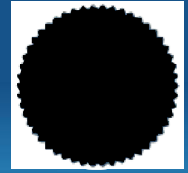


## Ø 2012 Facilities Master Plan Update:

- 2010-2012 average annual maintenance cost per year \$121,000.00 or total cost \$363,000.00
- Estimated costs of immediate repairs (1- 5 years) \$701,000.00 (2013)
- Estimated systems repair costs within approx. 5 years \$894,000.00 (2013)
- Total est. repair costs over 5 years \$1,595,000.00 (2013)
- Estimated renovation costs in 2013, \$4.9M
- Estimated renovation cost in 2016, \$5.9M (escalation costs provided by Horizon/Christensen)

✓ NOTE: repair/renovation costs do not include foundation repairs

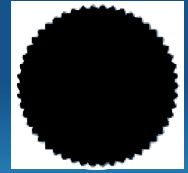
# City Hall/Civic Center



## Summary of 2012 report:

- Ø Building has ongoing slab movement
- Ø Building has obvious aesthetic needs
- Ø Building does not have code compliant exits from second floor nor fire sprinkler system
- Ø Building has numerous ADA deficiencies (mandatory in 2012)
- Ø Building's primary systems are failing and at end of life expectancy
- Ø Building contains encapsulated asbestos
- Ø Building exterior systems are failing and at end of life expectancy
- Ø Building security is not ideal for separation of public and staff

# City Hall/Civic Center

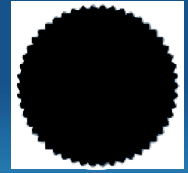


## ⊘ Deferred maintenance:

- HVAC- Air Handlers, air ducts, boiler, code violation- space clearance
- Exterior systems: roof & flashing, window/wall joints, walkways, doors
- Plumbing: cast-iron pipes under slab, numerous bellies under slab, main water line in building
- Electrical- original to building, transformers need to be replaced, code violation- space clearance
- Fire Safety needs- fire suppression system, enclose stairwell, enclose numerous pipe spaces with in building
- ADA- sinks, cabinets, counters, elevator, ramps, bathrooms, pathways, drinking fountains, doors, hand and safety rails, Council dais
- Aesthetic

✓ NOTE: does not include foundation repairs

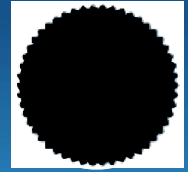
# City Hall/Civic Center



## Ø Foundation Condition: 2007 Walter P. Moore investigation report

- Subsurface soil preparations under the slab were not performed to design standards (PE Service Consulting Engineers- October 2005)
- Slab-on-grade is designed to limit total differential movement to 1" to as much as 2", actual movement of City Hall is 3" - 3.5"
- In order to prevent future movement:
  - ü Replace slab-on-grade with elevated structural slab which would require complete tear-out and replacement of slab and interior walls.
  - ü Ensure soil moisture content remains constant which is infeasible, technology doesn't exist.

# Important Dates:



## March

8th - CIP presentation to  
P&Z

## April

1st - Citizen input due

12th - P&Z Consideration  
of CIP

## May

Council pre-Budget  
Planning Retreat

## June

## July

18th - CIP presented to  
Council

## August

15th - Bond sale

## September

## October

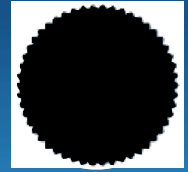
Construction documents  
complete

## November

## December

22nd - Last day to call for  
November 2016 bond  
election

# Things to consider:



Plan for a facility tour in early March?

Which scenario is preferred?

How do we capture citizen input?

How many Bond elections do we forecast for the next 6 years?



# CITY OF BELLAIRE TEXAS

## MAYOR AND COUNCIL

JANUARY 25, 2016

Council Chamber

Regular Session

7:00 PM

7008 S. RICE AVENUE  
BELLAIRE, TX 77401

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

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

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

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

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

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

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

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

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

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

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

#### D. Personal/Audience Comments.

##### Dr. Kyle Jones:

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

Minutes Acceptance: Minutes of Jan 25, 2016 7:00 PM (Approval of Minutes:)



their assistance with utility repairs.

**Steve Paul:**

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

**Dr. Johnnie Frazier:**

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

**Jim Burrough:**

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

**Lynn McBee:**

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

**Susan Downs:**

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

**Joe Pfau:**

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

**Written Comments:**

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

**E. Reports:**

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

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

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

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

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

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

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

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

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

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

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

**Motion:**

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

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

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

**Motion:**

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

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

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

**F. New Business:****1. Consent Agenda:**

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

**a. Approval of Minutes:**

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

- i. Mayor and Council - Reception for Outgoing Members - Dec 21, 2015 6:15 PM
  - ii. Mayor and Council - Regular Session - Dec 21, 2015 7:00 PM
  - iii. Mayor and Council - Council Installation - Jan 4, 2016 7:00 PM
- Submitted by Tracy L. Dutton, City Clerk.

**b. Code Suspension:**

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

**c. Authorized Representatives:**

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

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

**Motion:**

**To adopt the Consent Agenda dated January 25, 2016.**

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

**d. Waiver of Fee(s):**

Consideration of and possible action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for the issuance of Community Event Sign permits - Submitted by John McDonald, Director of Development Services.

**Motion:**

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

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

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

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

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

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

**Motion:**

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

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

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

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

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

**Motion:**

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

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

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

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

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

**Motion:**

To adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-year period.

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

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

**3. Item(s) for Individual Consideration:**



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

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

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

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

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

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

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

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

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

**Motion:**



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**H. Adjourn.**

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

Minutes Acceptance: Minutes of Jan 25, 2016 7:00 PM (Approval of Minutes:)

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: Parks, Recreation and  
Facilities  
Category: Ordinance  
Department Head: Cheryl Bright-  
West  
DOC ID: 1806

**SCHEDULED  
ACTION ITEM (ID # 1806)**

**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, and Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Patrons for Bellaire Parks to host a special fundraising event, known as the 2016 Wine & Tapas, in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, on Saturday, April 30, 2016 - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities.

**Background/Summary:**

The Patrons for Bellaire Parks is requesting City Council's consideration in a request to temporarily lift the ordinance prohibiting alcohol in Town Square Park on Saturday, April 30, 2016 from 12:00 noon till 12:00 midnight and temporarily suspending the park curfew until 12 midnight thus allowing the Patrons For Bellaire Parks to host the 2016 Wine and Tapas. Net proceeds from the 2016 Wine and Tapas will be dedicated for park improvements at Evergreen Park.

**Previous Council Action Summary:**

None

**Fiscal Impact:**

None

**Recommendation:**

It is the recommendation of Cheryl Bright, Assistant Director of Parks, Recreation and Facilities that the City Council of the City of Bellaire temporarily suspends Chapter 3, Alcoholic Beverages, Article 1, Section 3-3, Use prohibited in public parks and other public places from 12 noon to 12 midnight and suspends Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a) and allow the utilization of Town Square Park until 12 midnight on Saturday, April 30, 2016 thus allowing the Patrons For Bellaire Parks to host the 2016 Wine and Tapas.

**ATTACHMENTS:**

- PATRONS for Bellaire Parks Curfew and Alcohol Suspension for Wine & Tapas 2016 (PDF)
- Code Suspension - Ch. 3 Sec. 3-3 Alcohol and Ch. 27 Sec. 27-95 Curfew Imposed - BTS - Patrons Wine and Tapas 2016 (PDF)



# PATRONS *for* BELLAIRE PARKS

February 1, 2016

Mayor Andrew Friedberg  
And Bellaire City Council  
City of Bellaire  
7008 S. Rice Ave.  
Bellaire, TX. 77401

Re: Patrons for Bellaire Parks 2016 Wine & Tapas

Dear Mayor Friedberg and City Council:

Patrons for Bellaire Parks has raised and gifted over \$1.5 million for Bellaire parks since our inception. In keeping with our mission, I am excited to inform you that the Patrons Board of Directors has chosen to dedicate the net proceeds from the 2016 Wine & Tapas to help pay for the future renovations that you are planning for Evergreen Park. Last year we raised over \$60,000 for Evergreen Park and expect to meet or exceed that goal again this year.

We would like to hold this year's Wine & Tapas in Bellaire Town Square on Saturday, April 30, 2016 from 7 pm to 11 pm.

In order to host Wine & Tapas in Bellaire Town Square, Patrons for Bellaire Parks respectfully requests a waiver of the City's no alcohol in the parks ordinance on April 30, 2016 from 4 pm to 12 am and an extension of the park curfew until 12 am to allow for sufficient time to set up and clean up at the conclusion of the event. As we have in the past, we will have valet parking and security in place prior to and during the event.

We hope that all of you will join us on April 30<sup>th</sup>. Thanks for your assistance.

Sincerely,

Cindy Siegel  
President

P. O. BOX 3228      BELLAIRE, Texas    77402-3228  
Phone (713) 661-7275      [www.bellaireparks.org](http://www.bellaireparks.org)



# **ORDINANCE NO. 16-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, TEMPORARILY SUSPENDING THE APPLICATION OF CHAPTER 3, ALCOHOLIC BEVERAGES, ARTICLE I, IN GENERAL, SECTION 3-3, USE PROHIBITED IN PUBLIC PARKS AND OTHER PUBLIC PLACES, AND CHAPTER 27, STREETS, SIDEWALKS AND PUBLIC PLACES, ARTICLE V, PUBLIC PARKS, SECTION 27-95, CURFEW IMPOSED, SUBSECTION (A), OF THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS, FOR THE PURPOSE OF ALLOWING THE PATRONS FOR BELLAIRE PARKS TO HOST A SPECIAL FUNDRAISING EVENT, KNOWN AS THE 2016 WINE & TAPAS, IN BELLAIRE TOWN SQUARE, 7008 SOUTH RICE AVENUE, BELLAIRE, TEXAS 77401, ON SATURDAY, APRIL 30, 2016.**

**WHEREAS**, the Patrons for Bellaire Parks ("Patrons") desire to hold a special fundraising event, known as the 2016 Wine & Tapas, to raise funds for Evergreen Park located at 4500 Evergreen Street, Bellaire, Texas 77401; and

**WHEREAS**, the Patrons desire to hold their 2016 Wine & Tapas event in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, on Saturday, April 30, 2015, from 7:00 p.m. until 11:00 p.m.; and

**WHEREAS**, in order for the 2015 Wine & Tapas event to take place in Bellaire Town Square, the Patrons have, by letter dated February 1, 2016, requested a temporary suspension of the application of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, of the Code of Ordinances of the City of Bellaire, Texas, in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, commencing at 12:00 p.m. and terminating at 12:00 a.m. on Saturday, April 30, 2016, for said event; and

**WHEREAS**, in order to allow sufficient time for clean up at the conclusion of the 2016 Wine & Tapas event, the Patrons have also requested a temporary suspension of the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, to extend the curfew in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, from 11:00 p.m. to 12:00 a.m. on Saturday, April 30, 2016, for said event; **NOW, THEREFORE**,

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

**Section 1.** The recitals set forth above are true and correct.

**Section 2.** Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, of the Code of Ordinances of the City of Bellaire, Texas, is hereby temporarily suspended for the Patrons' 2016 Wine & Tapas event to be held in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, on Saturday, April 30, 2016, said suspension to commence at 12:00 p.m. and end at 12:00 a.m.

**Section 3.** Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, is hereby temporarily suspended for the Patrons' 2016 Wine & Tapas event to be held in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, on Saturday, April 30, 2016, said suspension to commence at 11:00 p.m. and end at 12:00 a.m.

**Section 4.** Said temporary suspensions of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, and Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 12:00 a.m. on Saturday, April 30, 2016, in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, and said suspensions shall not apply to any other person or activity.

**Section 5.** Said suspensions of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, and Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 12:00 a.m. on Saturday, April 30, 2016, in Bellaire Town Square, 7008 South Rice Avenue, Bellaire, Texas 77401, at which time said sections and chapters of the Code of Ordinances of the City of Bellaire, Texas, shall be fully reinstated as if never suspended.

**PASSED, APPROVED, and ADOPTED** this, the 15<sup>th</sup> day of February, 2016.

(SEAL)

**ATTEST:**

\_\_\_\_\_  
Tracy L. Dutton, TRMC  
City Clerk

**SIGNED:**

\_\_\_\_\_  
Andrew S. Friedberg  
Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Alan P. Petrov  
City Attorney



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 02/15/16 06:00 PM  
Department: City Manager's Office  
Category: Discussion  
Department Head: Michelle Jordan  
DOC ID: 1808

**SCHEDULED****ACTION ITEM (ID # 1808)**

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**Item Title:**

Consideration of and possible action relating to means and methods of securing citizen input for the Municipal Facilities Project - Submitted by Michelle Jordan, Project Manager.

**Background/Summary:**

The Municipal facilities Project is currently in the Design Development phase, and citizen input regarding the project should occur between now and April 1, 2016 in order to maintain the current project schedule.

Previously, there was an Ad Hoc Committee who supplied input into the project last Fall. The work of that previous committee successfully influenced the overall site plan and provided guidance regarding general design direction.

This current citizen input could focus on the look and feel of the overall buildings. For example, should the buildings have the same architectural feel, should they match an existing architectural style of nearby buildings, or should they have a more unique or modern aesthetic? Is there an overall elevation (facade) strategy that can be agreed upon?

In order to accomplish this and maintain the current schedule, the input will be needed before April 1, 2016. This may be accomplished in one or more meetings or events during the month of March.

**Previous Council Action Summary:**

Council has received status updates on the Project, including information about the current cost estimate and schedule. Council also previously appointed an Ad Hoc Committee to advise on the project last summer and fall.

**Recommendation:**

Discussion by Council regarding how to secure citizen input into the project.