

# CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

JUNE 20, 2016

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Council Chamber and Council Conference Room  
5:30 PM

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Regular Session

7008 S. RICE AVENUE  
BELLAIRE, TX 77401



## Mayor

Andrew S. Friedberg

## Mayor Pro Tem

Roman F. Reed

## Council Member

Gus E. Pappas

## Council Member

Michael Fife

## Council Member

Trisha S. Pollard

## Council Member

Pat B. McLaughlan

## Council Member

David R. Montague

### **Mission Statement:**

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

**REGULAR SESSION - 5:30 P.M.****I. REGULAR MEETING****A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.****B. Board and Commission Interviews:**

Interview, discussion, and evaluation of applicants interested in filling a term on one or more of the following City of Bellaire boards and commissions: Board of Adjustment, Building and Standards Commission, Cultural Arts Board, Environmental and Sustainability Board, Evelyn's Park Conservancy Board, L.I.F.E. Advisory Board, Parks and Recreation Advisory Board, and Planning and Zoning Commission - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

**C. Inspirational Reading and/or Invocation - Gus E. Pappas, Council Member.****D. Pledges of Allegiance - Gus E. Pappas, Council Member.****1. U.S. Pledge of Allegiance:**

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

**2. Pledge to the Texas Flag:**

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

**E. Recognition of Proclamations - Andrew S. Friedberg, Mayor.**

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the month of July 2016 as "Parks and Recreation Month" in the City of Bellaire, Texas, in recognition of the benefits derived from parks and recreation resources - Requested by Karl Miller, Director of Parks, Recreation, And Facilities.

**F. Personal/Audience Comments.**

In order to address the City Council, please complete a sign-up sheet (located at the entrance to the Council Chamber), and submit it to City Clerk Tracy L. Dutton prior to the time for personal/audience comments. Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. In the event of pressing business before the City Council or matters requiring its immediate attention or action, the City Council may, prior to the opening of audience comments, set a different maximum time limit for each speaker by a vote of four (4) members of the City Council.

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

[Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future City Council Session.]

#### **G. Reports and Presentations:**

1. City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.
2. Monthly Financial Report for the Period Ending May 31, 2016 - Submitted by Terrence Beaman, Chief Financial Officer.
3. Presentation by Jeff Gerber, President and CEO, Pierce, Goodwin, Alexander, and Linville, concerning floor plan development, relationship to the park and other items associated with the Municipal Facilities Project; and consideration of and possible action to provide direction as appropriate - Submitted by Michelle Jordan, Project Manager.

#### **H. New Business:**

##### **1. Consent Agenda:**

Items set out in the consent agenda are considered routine and are recommended for approval by the passage of a single motion, without discussion or debate, that the consent agenda be adopted. Upon request of any member of City Council, items shall be removed from the consent agenda and considered separately.

##### **Approval of Minutes:**

Consideration of and possible action on the approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, May 16, 2016, and Monday, June 6, 2016 - Submitted by Tracy L. Dutton, City Clerk.

- a. Mayor and Council - Regular Session - May 16, 2016 6:00 PM
- b. Mayor and Council - Regular Session - Jun 6, 2016 5:30 PM

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

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Board of Adjustment of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.
- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Building and Standards Commission of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

- c. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Cultural Arts Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.
- d. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the Environmental and Sustainability Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018, and one (1) member to serve an unexpired term commencing on July 1, 2016, and ending on June 30, 2017 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.
- e. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating two (2) members to serve on the Evelyn's Park Conservancy Board as the City's representatives for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, of behalf of City Council.
- f. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the L.I.F.E. Advisory Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.
- g. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the Parks and Recreation Advisory Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.
- h. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Planning and Zoning Commission of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.
- i. Consideration of and possible action on a recommendation to approve a change order in an amount not to exceed \$132,500.00 for the construction contract for Phase One of Evelyn's Park and on the adoption of an ordinance of the City Council of the City of Bellaire, Texas authorizing the City Manager of the City of Bellaire, Texas, to execute said change order. The change order will be executed only upon receipt of the funds associated with said change order in an amount not to exceed \$132,500.00 from the Evelyn's Park Conservancy, and will be authorized for no more than the amount of funding received from the Evelyn's Park Conservancy - Submitted by Michelle Jordan, Project Manager.



- j. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas (the "City"), accepting a financial contribution of up to \$132,500.00 from the Evelyn's Park Conservancy to be utilized by the City for construction associated with Phase One of Evelyn's Park - Submitted by Michelle Jordan, Project Manager.
- k. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, to increase the residence homestead exemption for individuals who are 65 years of age or older to \$250,000.00 - Requested by Pat B. McLaughlan, Council Member.

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

- a. Consideration of and possible action to direct the City Manager to use data available, including the 2013 Sidewalk Inventory, to develop a plan for City-initiated sidewalk installation that places a priority on completing the network in the most efficient manner; that is, completing the network first where the network is currently most complete. Such plan should include a construction schedule and budget along with recommendations for funding - Requested by Trisha S. Pollard, Council Member, and Roman F. Reed, Mayor Pro Tem.
- b. Consideration of and possible action on the adoption of revised City Council Priorities for the City of Bellaire, Texas - Requested by Paul A. Hofmann, City Manager, on behalf of the City Council.

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

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

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

*See Texas Government Code, Chapter 551, Open Meetings Act.*

### **J. Adjourn.**

## **II. CLOSED MEETING**

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

### **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 551.072, Deliberation Regarding Real Property; Closed Meeting, for the purpose of discussing the possible acquisition of property for municipal facilities.

### **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.

**D. Adjourn.**

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1959

**SCHEDULED  
INFORMATION ITEM (ID  
# 1959)**

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**Item Title:**

Interview, discussion, and evaluation of applicants interested in filling a term on one or more of the following City of Bellaire boards and commissions: Board of Adjustment, Building and Standards Commission, Cultural Arts Board, Environmental and Sustainability Board, Evelyn's Park Conservancy Board, L.I.F.E. Advisory Board, Parks and Recreation Advisory Board, and Planning and Zoning Commission - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

**Background/Summary:**

On June 20, 2016, members of the Bellaire City Council are scheduled to interview eight (8) applicants for various boards and commissions as follows:

<b>Time</b>	<b>Applicant</b>	<b>Area(s) of Interest</b>
5:30 p.m. - 5:45 p.m.	Joe Burris	BSC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); ESB (3 <sup>rd</sup> ); PZC (4 <sup>th</sup> ); BOA (5 <sup>th</sup> )
5:45 p.m. - 6:00 p.m.	Jed Mandel	PZC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); BOA (3 <sup>rd</sup> ); EPCB (4 <sup>th</sup> ); BSC (5 <sup>th</sup> )
6:00 p.m. - 6:15 p.m.	Sharon Veldman	PRAB (1 <sup>st</sup> )
6:15 p.m. - 6:30 p.m.	Jonathan Saikin	PZC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> )
6:30 p.m. - 6:45 p.m.	Jill Almaguer	BOA (1 <sup>st</sup> ); EPCB (2 <sup>nd</sup> ); CAB (3 <sup>rd</sup> )
6:45 p.m. - 7:00 p.m.	Patricia King-Ritter Lou Waters	EPCB (1 <sup>st</sup> ) EPCB (1 <sup>st</sup> )
7:00 p.m. - 7:15 p.m.	Robert Riquelmy	EPCB (1 <sup>st</sup> )

**Legend:**

AFB - Audit Finance Board (no openings; term runs from February 1 to January 31)  
BOA - Board of Adjustment  
BSC - Building and Standards Commission  
CAB - Cultural Arts Board  
ESB - Environmental and Sustainability Board  
EPCB - Evelyn's Park Conservancy Board\*  
LIFE - L.I.F.E. Advisory Board  
PRAB - Parks and Recreation Advisory Board  
PZC - Planning and Zoning Commission

**\*Special Note:** Since the EPCB is not a City board, applicants that have requested consideration for an appointment to the EPCB may serve on a City board simultaneously. For example, CAB Chair Terry Leavitt-Chavez currently serves as a City appointee to the

EPCB, and ESB Secretary Jonathan Palmer currently serves as a City appointee to the EPCB.

### **Board of Adjustment (BOA):**

The BOA currently has openings for four full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Jill Almaguer (1 <sup>st</sup> )	EPCB (2 <sup>nd</sup> ); CAB (3 <sup>rd</sup> )
James P. "Jim" Avioli, Sr. (2 <sup>nd</sup> )	AFB (1 <sup>st</sup> )
Joe Burris (5 <sup>th</sup> )	BSC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); ESB (3 <sup>rd</sup> ); PZC (4 <sup>th</sup> )
Debbie Karakowsky (1 <sup>st</sup> ) (I)	N/A
Tom Ligh (1 <sup>st</sup> ) (I)	N/A
Jed Mandel (3 <sup>rd</sup> )	PZC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); EPCB (4 <sup>th</sup> ); BSC (5 <sup>th</sup> )

(I) - Incumbent

### **Building and Standards Commission (BSC):**

The BSC currently has openings for four full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Ayobamidele G. Bello (1 <sup>st</sup> )	ESB (2 <sup>nd</sup> ); PZC (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )
Joe Burris (1 <sup>st</sup> )	PRAB (2 <sup>nd</sup> ); ESB (3 <sup>rd</sup> ); PZC (4 <sup>th</sup> ); BOA (5 <sup>th</sup> )
Charles Formica (1 <sup>st</sup> ) (I)	N/A
Lee Hampton (1 <sup>st</sup> ) (I)	N/A
Paul N. Katz (1 <sup>st</sup> ) (I)	N/A
Jed Mandel (5 <sup>th</sup> )	PZC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); BOA (3 <sup>rd</sup> ); EPCB (4 <sup>th</sup> )
Danny Spencer (1 <sup>st</sup> ) (I)	N/A
Carmen Ulabarro (1 <sup>st</sup> )	LIFE (2 <sup>nd</sup> ); PZC (3 <sup>rd</sup> )

(I) - Incumbent

### **Cultural Arts Board (CAB):**

The CAB currently has openings for four full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Jill Almaguer (3 <sup>rd</sup> )	BOA (1 <sup>st</sup> ); EPCB (2 <sup>nd</sup> )
Jennifer Hawes (1 <sup>st</sup> ) (I)	N/A
Terry Leavitt-Chavez (1 <sup>st</sup> ) (I)	N/A
Jacquelyn Quick (1 <sup>st</sup> ) (I)	N/A
Diane Roberts (1 <sup>st</sup> )	ESB (2 <sup>nd</sup> ); EPCB (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )

(I) - Incumbent

**Environmental and Sustainability Board (ESB):**

The ESB currently has openings for three full (two-year) terms and one partial term (one year). Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Ayobamidele G. Bello (2 <sup>nd</sup> )	BSC (1 <sup>st</sup> ); PZC (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )
Joe Burris (3 <sup>rd</sup> )	BSC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); PZC (4 <sup>th</sup> ); BOA (5 <sup>th</sup> )
Johanna Moran (1 <sup>st</sup> ) (I)	PRAB (2 <sup>nd</sup> )
Diane Roberts (2 <sup>nd</sup> )	CAB (1 <sup>st</sup> ); EPCB (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )
George Williams (1 <sup>st</sup> )	PRAB (2 <sup>nd</sup> )

(I) Incumbent

**Evelyn's Park Conservancy Board (EPCB):**

The EPCB currently has two openings for two full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Jill Almaguer (2 <sup>nd</sup> )	BOA (1 <sup>st</sup> ); CAB (3 <sup>rd</sup> )
Patricia King-Ritter (1 <sup>st</sup> ) (I)	N/A
Jed Mandel (4 <sup>th</sup> )	PZC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); BOA (3 <sup>rd</sup> ); BSC (5 <sup>th</sup> )
Robert Riquelmy (1 <sup>st</sup> )	N/A
Diane Roberts (3 <sup>rd</sup> )	CAB (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); PRAB (4 <sup>th</sup> )
Lou Waters (1 <sup>st</sup> ) (I)	N/A

(I) - Incumbent

**L.I.F.E. Advisory Board (LIFE):**

LIFE currently has openings for three full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Kevin Newman (1 <sup>st</sup> ) (I)	N/A
Carmen Ulabarro (2 <sup>nd</sup> )	BSC (1 <sup>st</sup> ); PZC (3 <sup>rd</sup> )
Pat Westwood (1 <sup>st</sup> ) (I)	N/A

(I) - Incumbent

**Special Note:** LIFE meets during the day (fourth Thursday of the month at noon) and the board members are requested to attend and participate in the programs. The majority of the programs occur during the daytime and many of the programs last all day (i.e., bus trips).

### **Parks and Recreation Advisory Board (PRAB):**

The PRAB currently has openings for three full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Ayobamidele G. Bello (4th)	BSC (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); PZC (3 <sup>rd</sup> )
Joe Burris (2 <sup>nd</sup> )	BSC (1 <sup>st</sup> ); ESB (3 <sup>rd</sup> ); PZC (4 <sup>th</sup> ); BOA (5 <sup>th</sup> )
Susan Hawes (1 <sup>st</sup> ) (I)	N/A
Jed Mandel (2 <sup>nd</sup> )	PZC (1 <sup>st</sup> ); BOA (3 <sup>rd</sup> ); EPCB (4 <sup>th</sup> ); BSC (5 <sup>th</sup> )
Julie McNee (1 <sup>st</sup> ) (I)	N/A
Johanna Moran (2 <sup>nd</sup> )	ESB (1 <sup>st</sup> )
Diane Roberts (4 <sup>th</sup> )	CAB (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); EPCB (3 <sup>rd</sup> )
Jonathan Saikin (2 <sup>nd</sup> )	PZC (1 <sup>st</sup> )
Sharon Veldman (1 <sup>st</sup> )	N/A
Neil Verma (1 <sup>st</sup> ) (I)	N/A
George Williams (2 <sup>nd</sup> )	ESB (1 <sup>st</sup> )

(I) - Incumbent

### **Planning and Zoning Commission (PZC):**

The PZC currently has openings for four full (two-year) terms. Applicants include:

<b>Applicant</b>	<b>Other Area(s) of Interest</b>
Michael D. ("Mike" Axelrad (1 <sup>st</sup> ))	N/A
Ayobamidele G. Bello (3 <sup>rd</sup> )	BSC (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); PRAB (4 <sup>th</sup> )
Joe Burris (4 <sup>th</sup> )	BSC (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> ); ESB (3 <sup>rd</sup> ); BOA (5 <sup>th</sup> )
Jed Mandel (1 <sup>st</sup> )	PRAB (2 <sup>nd</sup> ); BOA (3 <sup>rd</sup> ); EPCB (4 <sup>th</sup> ); BSC (5 <sup>th</sup> )
Jonathan Saikin (1 <sup>st</sup> )	PRAB (2 <sup>nd</sup> )
S. Lynne Skinner (1 <sup>st</sup> ) (I)	N/A
Marc Steinberg (1 <sup>st</sup> ) (I)	N/A
Dirk Stiggins (1 <sup>st</sup> ) (I)	N/A
Carmen Ulabarro (3 <sup>rd</sup> )	BSC (1 <sup>st</sup> ); LIFE (2 <sup>nd</sup> )

(I) - Incumbent

### **Next Steps:**

Agenda items have been prepared to provide an opportunity for the City Council to make appointments to the boards and commissions later in the evening.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

**ATTACHMENTS:**

- Boards and Commissions Applications - June 2016 (PDF)

# *City of Bellaire, Texas*



## **Boards and Commissions**

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### **Applications**

**(Ordered Alphabetically)**

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# City of Bellaire

## Boards and Commissions – 2016

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# City of Bellaire

## Boards and Commissions – 2016

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#### Legend:

\*Applicant has reapplied for a second or third term on his or her current Board or Commission.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 1**

Jill Almaguer

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Saturday, May 21, 2016 9:57 AM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Finance Board                  | <input type="checkbox"/> L.I.F.E. Advisory Board           |
| <input checked="" type="checkbox"/> Board of Adjustment       | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission    | <input type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                  | <input type="checkbox"/> Evelyn's Park Conservancy Board   |
| <input type="checkbox"/> Environmental & Sustainability Board |  |

Jill Almaguer

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

3

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]

Professional Engineer

Are you 18 or older? ☐ yes  
 First Time Appointment? ☒ [Yes V]  
 Reappointment, if so name of Board. ☐ n/a  
 Have you ever attended a meeting of the ☐ no  
 Board to which you seek appointment? If so,  
 indicate which one(s). If applying for Audit  
 Finance Board you must be a resident with  
 financial and/or audit experience. Attach  
 Resume with Application.\*

Please write a brief summary of your qualifications for  
 service on this Board, Commission, or Committee.\*

When I was running for Bellaire City Councilman Position 2, I  
 learned a lot about the activities of the City of Bellaire's  
 Boards, Commissions and Committees. As a registered  
 Professional Engineer in the State of Texas for over 30 years,  
 I have a great deal of continuing education including annual  
 ethics courses which I have taken as well as taught for the  
 American Society of Mechanical Engineers and DeVry  
 University as an Adjunct Faculty. After speaking with Mr.  
 Hopkins who is a former member of the Board of Adjustment,  
 I believe I have the necessary qualifications for service on  
 this board. I was born and raised in Bellaire and graduated  
 from Bellaire High School. I have a BS in Bioengineering from  
 Texas A&M University and a MBA from Houston Baptist  
 University. During my career, I moved away from Bellaire  
 and moved back into my childhood home 3 years ago. I have  
 seen a lot of change over 50 years in Bellaire and want to  
 contribute my experience in engineering and construction to  
 making wise decisions for variance applications brought to  
 the Board of Adjustments. I have also gone through the City  
 of Bellaire construction permit and inspection processes for  
 renovations done to my family home in the past 3 years. I  
 have served on several non-profit boards including Society of  
 Women Engineers (past President Houston Area Section) and  
 Federation of Houston Professional Women.

Briefly describe previous community  
 activities associated with the City of  
 Bellaire, as well as any outside civic,  
 charitable, and other community work.\*

Besides running for Bellaire City Council in 2015,  
 I have a lifetime of civic and charitable work in  
 and around Bellaire. I am a member of the Nature  
 Discovery Center. One of my first jobs in high  
 school was a lifeguard for the City of Bellaire  
 pools. I ran I the 2016 Trolley Run after having  
 finished the Houston Half Marathon to raise  
 money for the Leukemia and Lymphoma Society  
 through Team in Training.

Do you anticipate any conflicts of interest  
 arising in connection with your service on  
 the selected Board?\*

☐ ( ) Yes ☒ (X) No

If you answered yes and a conflict of  
 interest did arise, how would you propose to  
 resolve it?

Do you understand the time commitment on ☒ (X) Yes ☐ ( ) No  
 this Board, Commission, or Committee for  
 meetings as well as preparation prior to  
 meetings? (As a reference, previous Board  
 and Commission members have stated their  
 time commitment ranged, on an average,  
 from 2 to 6 hours per month.)\*

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

Since I have only heard reports from boards presented to City Council and Town Hall meetings, I would need to consult present or former Board members for their suggestions based on their experience. Then I would apply continuous improvement methods to use best practices for communication and integration with City Council, other Boards and Commissions, City staff and citizens of Bellaire.

**Name\*** **Date\***  
**Jill** **5-**  
**Almaguer** **21-**  
**2016**

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

**Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1 = most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.**

**1) Board of Adjustment 2) Evelyn's Park Conservancy Board 3) Cultural Arts Board**

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields:

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6313>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Board of Adjustment

Name: Jill Almaguer

Home Address:

Contact Number:

Business Phone Number:

Occupation: Professional Engineer

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 3

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: n/a

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: no

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: When I was running for Bellaire City Councilman Position 2, I learned a lot about the activities of the City of Bellaire's Boards, Commissions and Committees. As a registered Professional Engineer in the State of Texas for over 30 years, I have a great deal of continuing education including annual ethics courses which I have taken as well as taught for the American Society of Mechanical Engineers and DeVry University as an Adjunct Faculty. After speaking with Mr. Hopkins who is a former member of the Board of Adjustment, I believe I have the necessary qualifications for service on this board. I was born and raised in Bellaire and graduated from Bellaire High School. I have a BS in Bioengineering from Texas A&M University and a MBA from Houston Baptist University. During my career, I moved away from Bellaire and moved back into my childhood home 3 years ago. I have seen a lot of change over 50 years in Bellaire and want to contribute my experience in engineering and construction to making wise decisions for variance applications brought to the Board of Adjustments. I have also gone through the City of Bellaire construction permit and inspection processes for renovations done to my family home in the past 3 years. I have served on several non-profit boards including Society of Women Engineers (past President Houston Area Section) and Federation of Houston Professional Women.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Besides running for Bellaire City Council in 2015, I have a lifetime of civic and charitable work in and around Bellaire. I am a member of the Nature Discovery Center. One of my first jobs in high school was a lifeguard for the City of Bellaire pools. I ran I the 2016 Trolley Run after having finished the Houston Half Marathon to raise money for the Leukemia and Lymphoma Society through Team in Training.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: Since I have only heard reports from boards presented to City Council and Town Hall meetings, I would need to consult present or former Board members for their suggestions based on their experience. Then I would apply continuous improvement methods to use best practices for communication and integration with City Council, other Boards and Commissions, City staff and citizens of Bellaire.

Name: Jill Almaguer



Date: 5-21-2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1) Board of Adjustment

2) Evelyn's Park Conservancy Board

3) Cultural Arts Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

**Additional Information:**

Form submitted on: 5/21/2016 9:56:29 AM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>



**BELLAIRE BOARDS AND COMMISSIONS****TAB 2**

James P. "Jim" Avioli, Sr.

**BOARD APPLICATIONS****2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Thursday, April 14, 2016 1:11 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, [Summary](#) Commissions, and Committees.

### Personal Information

Select from the following choices

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Audit Finance Board       | <input type="checkbox"/> L.I.F.E. Advisory Board           |
| <input checked="" type="checkbox"/> Board of Adjustment       | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission    | <input type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                  | <input type="checkbox"/> Evelyn's Park Conservancy Board   |
| <input type="checkbox"/> Environmental & Sustainability Board |  |

Jim Avioli

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Retired 2002--45 yrs. Nat Gas Industry-  
 Retired as VP operations

Email Address\*

Years in Bellaire. (Must be a resident for at least 30 years  
 6 months before appointment date in June).\*

Are you a registered voter in a Bellaire

[Yes \ /]

Precinct?

Are you 18 or older?\*

First Time Appointment?\*

Reappointment, if so name of Board.\*

yes

[No V]

Board of Adjustment prior to serving 2 terms  
on City Council

yes

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

Bachelor of Science School of Commerce and Finance

Villanova University (Accounting Major)-----45 years

Business Experience Full term on BOA prior to serving on City

Council 2 terms on Bellaire City Council-----active in City

Budget evaluation

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Participate and financially support Bellaire community activities

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*

James April

P. 14,

Avioli 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.

1. Audit Finance Board 2. BOA

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6146>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Audit Finance Board, Board of Adjustment

Name: Jim Avioli

Home Address:

Contact Number:

Business Phone Number:

Occupation: Retired 2002--45 yrs. Nat Gas Industry- Retired as VP operations

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 30 years

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: No

Reappointment, if so name of Board.: Board of Adjustment prior to serving 2 terms on City Council

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
 Bachelor of Science School of Commerce and Finance Villanova University (Accounting Major)-----45 years  
 Business Experience

Full term on BOA prior to serving on City Council

2 terms on Bellaire City Council-----active in City Budget evaluation

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Participate and financially support Bellaire community activities

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: James P. Avioli

Date: April 14, 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1. Audit Finance Board

2. BOA

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

**Additional Information:**

Form submitted on: 4/14/2016 1:11:08 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

**BELLAIRE BOARDS AND COMMISSIONS****TAB 3**

Michael D. "Mike" Axelrad

**BOARD APPLICATIONS****2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Friday, February 05, 2016 2:43 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.ci.bellaire.tx.us](http://www.ci.bellaire.tx.us). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

~~Click on the link to review the City's Board Handbook~~ [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire [Summary](#)  
 Boards, Commissions, and Committees.

### **Personal Information**

Select from the following choices

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Finance Board                  | <input type="checkbox"/> L.I.F.E. Advisory Board                 |
| <input type="checkbox"/> Board of Adjustment                  | <input type="checkbox"/> Parks & Recreation Advisory Board       |
| <input type="checkbox"/> Building and Standards Commission    | <input checked="" type="checkbox"/> Planning & Zoning Commission |
| <input type="checkbox"/> Cultural Arts Board                  | <input type="checkbox"/> Evelyn's Park Conservancy Board         |
| <input type="checkbox"/> Environmental & Sustainability Board |  |
- Michael D. Axelrad

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

10+ yrs

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]

Are you 18 or older?\*

yes

First Time Appointment?\*

[Yes \/]

Reappointment, if so name of Board.\*

none



Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*  
Currently involved in the HEB/Brixmor transaction and feel that in my capacity as an Attorney and a real estate developer, could bring a more unique perspective to the City for purposes of further enhancing the growth for the City while preserving the integrity of the neighborhoods.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*  
Work associated with various outdoor conservation activities.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\* ☐ Yes ☒ No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)\* ☒ Yes ☐ No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve.* Name\* Date\*  
Mike 2/5/2016  
*Thank you for taking the time to complete this application* Axelrad

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.\*

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing.\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:



<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=5886>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Planning & Zoning Commission

Name: Michael D. Axelrad

Home Address:

Contact Number:

Business Phone Number:

Occupation: Real Estate executive

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 10+ yrs

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: none

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
Currently involved in the HEB/Brixmor transaction and feel that in my capacity as an Attorney and a real estate developer, could bring a more unique perspective to the City for purposes of further enhancing the growth for the City while preserving the integrity of the neighborhoods.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Work associated with various outdoor conservation activities.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board,

Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: Mike Axelrad

Date: 2/5/2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 2/5/2016 2:42:34 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

**BELLAIRE BOARDS AND COMMISSIONS****TAB 4**

Ayobamidele G. Bello

**BOARD APPLICATIONS****2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Friday, May 06, 2016 7:29 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all [Summary](#)  
 Bellaire Boards, Commissions, and Committees.

### Personal Information

Select from the following choices

- |  |   |
|--|---|
| <input type="checkbox"/> Audit Finance Board                             | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                             | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input checked="" type="checkbox"/> Building and Standards Commission    | <input checked="" type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                             | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input checked="" type="checkbox"/> Environmental & Sustainability Board |   |

Name\*

Ayobamidele G Bello

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Environmental Engineer

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

10 months

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]

Are you 18 or older?\*

Yes

First Time Appointment?\*

[Yes V]

Reappointment, if so name of Board.\* N/A

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

I am new Bellaire resident and an Environmental Engineer. I am looking to serve my City with my professional knowledge in any capacity possible.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

I am a recent Bellaire resident and have not been active in community activities within Bellaire.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*  
Ayobamidele 05/06/2016  
G. Bello

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.

1. Building and Standards 2. Environmental and Sustainability 3. Planning and Zoning 4. Parks and Recreation

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6245>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Building and Standards Commission, Environmental & Sustainability Board, Parks & Recreation Advisory Board, Planning & Zoning Commission

Name: Ayobamidele G Bello

Home Address:

Contact Number:

Business Phone Number:

Occupation: Environmental Engineer

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 10 months

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: N/A

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: I am new Bellaire resident and an Environmental Engineer. I am looking to serve my City with my professional knowledge in any capacity possible.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: I am a recent Bellaire resident and have not been active in community activities within Bellaire.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: Ayobamidele G. Bello

Date: 05/06/2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1. Building and Standards

2. Environmental and Sustainability

3. Planning and Zoning

4. Parks and Recreation

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

**Additional Information:**

Form submitted on: 5/6/2016 7:28:37 PM

Submitted from IP Address:

Referrer Page: <http://www.bellairetx.gov/CivicAlerts.aspx?CID=1>

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>



## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 5**

Joe Burris

### **BOARD APPLICATIONS**

**2016**



Tracy Dutton

From: noreply@civicplus.com  
 Sent: Wednesday, March 23, 2016 5:24 PM  
 To: Tracy Dutton  
 Subject: Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

~~Click on the link to review the City's Board Handbook~~ [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire [Summary](#)  
 Boards, Commissions, and Committees.

### Personal Information

Select from the following choices

- |  |   |
|--|---|
| <input type="checkbox"/> Audit Finance Board                             | <input checked="" type="checkbox"/> L.I.F.E. Advisory Board           |
| <input checked="" type="checkbox"/> Board of Adjustment                  | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input checked="" type="checkbox"/> Building and Standards Commission    | <input checked="" type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                             | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input checked="" type="checkbox"/> Environmental & Sustainability Board |   |

Joe Burris

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

Are you a registered voter in a Bellaire Precinct?\*

Are you 18 or older?\*

First Time Appointment?\*

Reappointment, if so name of Board.\*

Employment Resourcing

24

[Yes V]

Yes

[Yes V]

No

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

Currently I'm semi-retired and plan to continue my staffing/employment services from home. One of my goals this year was to become more active in community service. From my speaking to Tracy Dunton, I understand that there are vacancies on the L.I.F.E. Advisory Board. I believe that I could provide valued input to this department. My family has resided in Bellaire since 1992. Our children grew up here and my daughter owns the property next to my wife & I on Lennette CT. Her 3 children represent a 3rd generation of Bellaire residents. I am concerned about the future of my city and have an interest in contributing to activities of my fellow neighbors. RESUME JOE BURRIS

#### Executive Search

Consultant with extensive experience in business development and staffing for major clients in the Oil & Gas, Chemicals and Energy industries. Experienced in the direct staffing and sales services for startups and management. Employment PTS Staffing Solutions Houston, TX Account Manager 2012 – 2016 Account Manager for major EPC and Oil & Gas clients in Texas. Utilizing business knowledge and experience to develop a branch office west coast staffing agency. Business development with existing clients and new client relationships. Experis Engineering Houston, TX Business Development Manager 2011 – 2012 Business Development Manager for major accounts in the Upstream Oil & Gas Industry. Successfully negotiated and attained new business MSAs with Operating, EPC and Manufacturing clients. Burris & Associates Bellaire, TX Owner 2008 - 2016 Direct employment placement of engineering personnel to the Oil & Gas and Energy Industries. Recruitment of engineers for employment with Oil & Gas, Petro-Chemical, Refinery, Pipeline, Offshore & other Energy sectors employers. Affinity Management Group Houston, TX Sr. Accounts Manager 2007 – 2008 Responsible for business development and the management of recruiting with the primary goal being the staffing of technical personnel at customer's facilities for contract employment. • Developed sales & recruiting strategies and staffing plans. • Implemented changes in recruitment procedures. • Implemented changes in employment procedures and benefit selection. • Identified, sourced, recruited and reviewed the selection of candidates. • Successfully attained MSA with Oil & Gas Operators, Engineering Procurement & Construction (EPC) contractors and Design Engineering companies. Universal Personnel New Orleans, LA Texas Market Manager 2006 - 2007 Responsible for the recruitment and growth in client base to existing and new companies. • Trained and managed the business development staff. • Developed and implemented strategic recruitment

strategies. • Successfully doubled the overall market base in Texas. Brunel Resources Houston, TX Managing Director 2002 - 2006 Responsible for business development, account management and office administration of the engineering staffing division of Brunel Energy USA. This was a successful merger of the former Carltech and Brunel Energy offices. The client base consisted of Oil & Gas operators, engineering procurement contractors and various other clients that utilize design engineering and project management personnel. • Maintained and reviewed all contract negotiations, job offers and rates. • Administered and developed proposals to various clients. Supervised the recruitment activities of the recruitment staff. • Managed the job boards and online resources available to source the best candidates for Brunel's clients. • Provided expertise in how to best service the client's recruitment demand. • Reviewed insurance coverage for Brunel Energy's global exposure. • Forecasted the budget and was responsible for the P&L of Brunel Resources. Carltech Houston, TX Managing Partner 1987 - 2002 Managing Partner and Owner of a technical staffing service that provided engineering, IT and technical support to Oil & Gas, Energy and Design Engineering companies. Responsible for the success of this start-up agency as the Managing Partner. • Duties included recruitment, P&L responsibility, financial budgets, marketing and business development. • Complete responsibility of 10 to 15 direct staff personnel consisting of recruiters, account managers and financial/administrative employees. • Maintained a consistent growth and profitability with average annual revenues of \$10 million per year. Peak year of \$15 million in 1999. • Diversified the client base by providing information technology personnel (IT) to companies in engineering, insurance, and computer manufacturing. • Actively participated in various engineering and IT organizations to foster growth and awareness to issues that challenged future industry stability. Affiliations • Houston Human Resource Management Association (HHRMA) • Texas Association of Personnel Consultants (TAPC) • American Staffing Association (ASA) • NACCB Served as Chapter President, National Membership Chairman & Director on the National Board Education B.S. Personnel Administration, University of Houston

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Past Home Owners Association President and Board Member for Butler's Bridge, TX

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on

(X) Yes

( ) No

an average, from 2 to 6 hours per month.)

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*  
Joe 3/23/2016  
Burris

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board. L.I.F.E. Advisory Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing.\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6065>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: L.I.F.E. Advisory Board

Name: Joe Burris

Home Address:

Contact Number:

Business Phone Number:

Occupation: Employment Resourcing

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 24

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: No

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
Currently I'm semi-retired and plan to continue my staffing/employment services from home. One of my goals this year was to become more active in community service. From my speaking to Tracy Dunton, I understand that there are vacancies on the L.I.F.E. Advisory Board. I believe that I could provide valued input to this department. My family has resided in Bellaire since 1992. Our children grew up here and my daughter owns the property next to my wife & I on Lennette CT. Her 3 children represent a 3rd generation of Bellaire residents. I am concerned about the future of my city and have an interest in contributing to activities of my fellow neighbors.

## RESUME JOE BURRIS

Executive Search Consultant with extensive experience in business development and staffing for major clients in the Oil & Gas, Chemicals and Energy industries. Experienced in the direct staffing and sales services for startups and management.

### Employment

PTS Staffing Solutions Houston, TX Account Manager  
2012 – 2016

Account Manager for major EPC and Oil & Gas clients in Texas. Utilizing business knowledge and experience to develop a branch office west coast staffing agency. Business development with existing clients and new client relationships.

Experis Engineering Houston, TX Business Development Manager 2011 – 2012

Business Development Manager for major accounts in the Upstream Oil & Gas Industry. Successfully negotiated and attained new business MSAs with Operating, EPC and Manufacturing clients.

Burris & Associates Bellaire, TX Owner 2008 - 2016

Direct employment placement of engineering personnel to the Oil & Gas and Energy Industries. Recruitment of engineers for employment with Oil & Gas, Petro-Chemical, Refinery, Pipeline, Offshore & other Energy sectors employers.

Affinity Management Group Houston, TX Sr. Accounts Manager 2007 – 2008

Responsible for business development and the management of recruiting with the primary goal being the staffing of technical personnel at customer's facilities for contract employment.

- Developed sales & recruiting strategies and staffing plans.
- Implemented changes in recruitment procedures.
- Implemented changes in employment procedures and benefit selection.
- Identified, sourced, recruited and reviewed the selection of candidates.
- Successfully attained MSA with Oil & Gas Operators, Engineering Procurement & Construction (EPC) contractors and Design Engineering companies.



Universal Personnel New Orleans, LA Texas Market Manager  
2006 - 2007

Responsible for the recruitment and growth in client base to existing and new companies.

- Trained and managed the business development staff.
- Developed and implemented strategic recruitment strategies.
- Successfully doubled the overall market base in Texas.

Brunel Resources Houston, TX Managing Director  
2002 - 2006

Responsible for business development, account management and office administration of the engineering staffing division of Brunel Energy USA. This was a successful merger of the former Carltech and Brunel Energy offices. The client base consisted of Oil & Gas operators, engineering procurement contractors and various other clients that utilize design engineering and project management personnel.

- Maintained and reviewed all contract negotiations, job offers and rates.
- Administered and developed proposals to various clients. Supervised the recruitment activities of the recruitment staff.
- Managed the job boards and online resources available to source the best candidates for Brunel's clients.
- Provided expertise in how to best service the client's recruitment demand.
- Reviewed insurance coverage for Brunel Energy's global exposure.
- Forecasted the budget and was responsible for the P&L of Brunel Resources.

Carltech Houston, TX Managing Partner  
1987 - 2002

Managing Partner and Owner of a technical staffing service that provided engineering, IT and technical support to Oil & Gas, Energy and Design Engineering companies. Responsible for the success of this start-up agency as the Managing Partner.

- Duties included recruitment, P&L responsibility, financial budgets, marketing and business development.
- Complete responsibility of 10 to 15 direct staff personnel consisting of recruiters, account managers and financial/administrative employees.
- Maintained a consistent growth and profitability with average annual revenues of \$10 million per year. Peak year of \$15 million in 1999.
- Diversified the client base by providing information technology personnel (IT) to companies in engineering, insurance, and computer manufacturing.
- Actively participated in various engineering and IT organizations to foster growth and awareness to issues that challenged future industry stability.

#### Affiliations

- Houston Human Resource Management Association (HHRMA)
- Texas Association of Personnel Consultants (TAPC)
- American Staffing Association (ASA)
- NACCB Served as Chapter President, National Membership Chairman & Director on the National Board

#### Education

B.S. Personnel Administration, University of Houston

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic,

charitable, and other community work.: Past Home Owners Association President and Board Member for Butler's Bridge, TX

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: Joe Burris

Date: 3/23/2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: ~~E.T.F.B.~~  
Advisory Board 1) BSC; 2) PRAB; 3) ESB; 4) PZC, 5) BOA

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

#### Additional Information:

Form submitted on: 3/23/2016 5:23:48 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 6**

Charles Formica

### **BOARD APPLICATIONS**

**2016**





### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: CHARLES FORMICA

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

BUILDING & STANDARDS COMMISSION  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

*Charles Forman*

Signature

*1/21/2016*

Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

( ) Keep email address confidential

(X) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
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## BELLAIRE BOARDS AND COMMISSIONS



### TAB 7

Lee Hampton

### BOARD APPLICATIONS

2016



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: Lee Hampton

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Bldg + Stds  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on a board or commission.

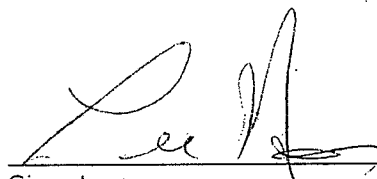


I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_



Signature

Feb 1, 2016

Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

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## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 8**

Jennifer Hawes

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: Jennifer Hawes

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Bellaire Cultural Arts Board

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

---



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I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

---



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I am no longer interesting in serving on a board or commission.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 9**

Susan Hawes

### **BOARD APPLICATIONS**

**2016**





### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: Susan Hawes

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Parks and Recreation Advisory Board  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Rusan J Hawes  
Signature

20 March 2016  
Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ☒ ) **Keep email address confidential**
- ( ☐ ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

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## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 10**

Debbie Karakowsky

### **BOARD APPLICATIONS**

**2016**



**BOARDS AND COMMISSIONS  
REAPPLICATION FORM**

Name:

DEBBIE KARAKOWSKY

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

Board of Adjustment

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

D. Karakowsky  
Signature

1/21/16  
Date

#### \*DISCLOSURE AGREEMENT

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**Check one:**

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## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 11**

Paul N. Katz

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name:

PAUL KATZ

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

Building and Standards Commission

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Paul Katz  
Signature

2-17-2016  
Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

( ☒ ) **Keep email address confidential**

( ☐ ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

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## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 12**

Patricia King-Ritter

### **BOARD APPLICATIONS**

**2016**



**BOARDS AND COMMISSIONS  
REAPPLICATION FORM**

Name:

Pamela King-Ritter

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

Evelyn's Park Conservancy

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

  
Signature

January 23, 2016  
Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

Check one:

( ) Keep email address confidential

(✓) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

pkc@evclynsark.org

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
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## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 13**

Terry Leavitt-Chavez

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Wednesday, April 20, 2016 2:18 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees. [Summary](#)

### Personal Information

Select from the following choices

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Finance Board                  | <input type="checkbox"/> L.I.F.E. Advisory Board           |
| <input type="checkbox"/> Board of Adjustment                  | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission    | <input type="checkbox"/> Planning & Zoning Commission      |
| <input checked="" type="checkbox"/> Cultural Arts Board       | <input type="checkbox"/> Evelyn's Park Conservancy Board   |
| <input type="checkbox"/> Environmental & Sustainability Board |  |

Terry Leavitt-Chavez

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

Owner/ Marketing Consultant

Are you a registered voter in a Bellaire Precinct?\*

[Yes \ /]

Are you 18 or older?\*

yes

First Time Appointment?\*

[No \ /]

Reappointment, if so name of Board.\*  
 Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Cultural Arts Board  
 Yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

**GALLERY 3, HOUSTON, TX 2010-CURRENT** Owner Active in the development, and growth of consulting company and contemporary art gallery. • Developed consulting business offering retail intelligence, brand development, and digital marketing. • Successfully revamped multi-cultural hair accessories line creating product plus packaging, point of sale assortments, and sales presentations for Target Corporation that led to purchase for one hundred doors, translating to two million dollar increase of revenue for client in 2013. • Selected artist team, optimally merchandised and grew product assortment, which led to consistent year over year comp increases. **STAGE STORES INC., HOUSTON, TX 1996-2010** Director Of Planning And Allocations Oversaw ten planners and analyst managing the financial success of multiple divisions in a 600 door department store chain by planning and executing strategic vision in relation to sales, gross margin, gross margin return on investment (GMROI) and inventory turn in a \$135.0 million zone of a billion dollar business. • Recognized consistently for overachieving plans resulting in numerous seasonal and annual planning and allocation awards. • Chosen to be on process implementation teams to evaluate, select, and implement merchandise planning, allocations, replenishment, store planning, assortment, markdown, and ecommerce planning systems, that improved the effectiveness of Stage merchandise teams. • Communicated financial results, forecasts, and action plans on a monthly, quarterly, and annual basis to senior executives fostering brainstorming sessions allowing team to grow and maintain business. • Selected to train thirty buyers and planners at acquired Peebles division open to buy and merchandise planning systems that allowed for the successful incorporation of the two divisions of Stage. • Developed assortment plans that supported overall strategy of in-stock positioning for key merchandise categories, classifications, items, and vendors. • Reviewed trends and competition initiating changes to allocations, assortment mix and pricing leading to consistent year over year comp increases adding stockholder value and bonus payouts. **EDUCATION University Of Wisconsin, Madison 1984-1988** BBA Marketing

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

**PATRONS FOR BELLAIRE PARKS, BELLAIRE, TX 2009-CURRENT** Past President, President, Vice President Administration, Vice President Public Relations • Raised on average \$100,000 annually to develop City Of Bellaire parks through event coordination and donor solicitation including Bellaire New Home Showcase, Trolley Run, Wine and Tapas, Dive In Movie Night, Dine Around, Tents In Town, and Paver Sales. **BELLAIRE CULTURAL ARTS BOARD, BELLAIRE, TX 2010-**

**CURRENT Chair • Participate on board to make recommendations on installing public art and developing cultural programs for citizens of Bellaire, appointed by City Council. EVELYN'S PARK CONSERVANCY, BELLAIRE, TX 2015-CURRENT Board Member • Responsible for the development and transformation of the five-acre historic Teas Nursery site into a park for the citizens of Bellaire, appointed by City Council. Currently work with the events and marketing committee's. CITY OF BELLAIRE SUNSET REVIEW BOARD, BELLAIRE, TX 2011 Member • Appointed by City Mayor to review the charge, size, and need for each of the City's boards, making recommendations on new city boards and updating the city's board handbook VP Finance 2015-Current Condit Elementary School PTO Responsible for annual family giving campaign.**

( ) Yes

(X) No

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

/

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

The arts board has made considerable headway in bringing public art to the citizen's of Bellaire. I would like to continue with the board to insure that all current projects on the books are completed, and continue to work with the board on accomplishing arts master plan objectives.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

Continue to identify and work with all major stakeholders on all projects.

*The City of Bellaire appreciates your commitment and willingness to serve.*

*Thank you for taking the time to complete this application*

**Name\* Date\***  
**Leavitt- 4/20/15**

**Chavez**

**Cultural Arts Board 1**

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing.\*



\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://www.bellairetx.gov/Admin/FormHistory.aspx?SID=6165>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Cultural Arts Board

Name: Terry Leavitt-Chavez

Home Address:

Contact Number:

Business Phone Number:

Occupation: Owner/ Marketing Consultant

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 13

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: No

Reappointment, if so name of Board.: Cultural Arts Board

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: Yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
 GALLERY 3, HOUSTON, TX  
 2010-CURRENT

Owner

Active in the development, and growth of consulting company and contemporary art gallery.

- Developed consulting business offering retail intelligence, brand development, and digital marketing.
- Successfully revamped multi-cultural hair accessories line creating product plus packaging, point of sale assortments, and sales presentations for Target Corporation that led to purchase for one hundred doors, translating to two million dollar increase of revenue for client in 2013.
- Selected artist team, optimally merchandised and grew product assortment, which led to consistent year over year comp increases.

STAGE STORES INC., HOUSTON, TX  
 1996-2010  
 Director Of Planning And Allocations



Oversaw ten planners and analyst managing the financial success of multiple divisions in a 600 door department store chain by planning and executing strategic vision in relation to sales, gross margin, gross margin return on investment (GMROI) and inventory turn in a \$135.0 million zone of a billion dollar business.

- Recognized consistently for overachieving plans resulting in numerous seasonal and annual planning and allocation awards.
- Chosen to be on process implementation teams to evaluate, select, and implement merchandise planning, allocations, replenishment, store planning, assortment, markdown, and ecommerce planning systems, that improved the effectiveness of Stage merchandise teams.
- Communicated financial results, forecasts, and action plans on a monthly, quarterly, and annual basis to senior executives fostering brainstorming sessions allowing team to grow and maintain business.
- Selected to train thirty buyers and planners at acquired Peebles division open to buy and merchandise planning systems that allowed for the successful incorporation of the two divisions of Stage.
- Developed assortment plans that supported overall strategy of in-stock positioning for key merchandise categories, classifications, items, and vendors.
- Reviewed trends and competition initiating changes to allocations, assortment mix and pricing leading to consistent year over year comp increases adding stockholder value and bonus payouts.

## EDUCATION

University Of Wisconsin, Madison 1984-1988  
BBA Marketing

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: PATRONS FOR BELLAIRE PARKS, BELLAIRE, TX

2009-CURRENT

Past President, President, Vice President Administration, Vice President Public Relations

- Raised on average \$100,000 annually to develop City Of Bellaire parks through event coordination and donor solicitation including Bellaire New Home Showcase, Trolley Run, Wine and Tapas, Dive In Movie Night, Dine Around, Tents In Town, and Paver Sales.

BELLAIRE CULTURAL ARTS BOARD, BELLAIRE, TX 2010-CURRENT

Chair

- Participate on board to make recommendations on installing public art and developing cultural programs for citizens of Bellaire, appointed by City Council.

EVELYN'S PARK CONSERVANCY, BELLAIRE, TX 2015-CURRENT

Board Member

- Responsible for the development and transformation of the five-acre historic Teas Nursery site into a park for the citizens of Bellaire, appointed by City Council. Currently work with the events and marketing committee's.

CITY OF BELLAIRE SUNSET REVIEW BOARD, BELLAIRE, TX 2011

Member

- Appointed by City Mayor to review the charge, size, and need for each of the City's boards, making recommendations on new city boards and updating the city's board handbook

VP Finance

2015-Current

Condit Elementary School PTO

Responsible for annual family giving campaign.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?: /

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: The arts board has made considerable headway in bringing public art to the citizen's of Bellaire. I would like to continue with the board to insure that all current projects on the books are completed, and continue to work with the board on accomplishing arts master plan objectives.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: Continue to identify and work with all major stake holders on all projects.

Name: terry Leavitt-Chavez

Date: 4/20/15

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: Cultural Arts Board 1

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

**Additional Information:**

Form submitted on: 4/20/2016 2:17:50 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.bellairetx.gov/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 14**

Tom Ligh

### **BOARD APPLICATIONS**

**2016**



# BOARDS AND COMMISSIONS REAPPLICATION FORM

*\* New telephone number*

Name: TOM LIGH

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

BOARD OF ADJUSTMENT  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Signature

Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ☒ ) **Keep email address confidential**
- ( ☐ ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 15**

Jed Mandel

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Monday, February 15, 2016 2:32 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.ci.bellaire.tx.us](http://www.ci.bellaire.tx.us). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### Personal Information

Select from the following choices

- |   |   |
|---|---|
| <input type="checkbox"/> Audit Finance Board                          | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input checked="" type="checkbox"/> Board of Adjustment               | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input checked="" type="checkbox"/> Building and Standards Commission | <input checked="" type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                          | <input checked="" type="checkbox"/> Evelyn's Park Conservancy Board   |
| <input type="checkbox"/> Environmental & Sustainability Board         |   |

Jed Mandel

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

SVP for RE Investment Firm

Email Address\*

Years in Bellaire. (Must be a resident for 1.5 at least 6 months before appointment date in June).\*

Are you a registered voter in a Bellaire Precinct? [Yes \/]

Are you 18 or older? Yes

First Time Appointment? [Yes V]

Reappointment, if so name of Board.\* No

Have you ever attended a meeting of No

the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience.

Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

I am only interested in serving on one of the 3 committees that I checked, I would be most interested in the committee that the group of people that choose feel that I am most qualified to participate. In my professional life within commercial real estate, I have been involved in numerous transactions and the planning of new development, as well as redevelopment of existing properties. I feel like the expertise that I have within that realm would be beneficial in the public sector to continue to encourage responsible growth both from the side of the use of public funds to expand or contract government as well as to encourage or discourage commercial and residential development on a case by case basis and/or by suggesting that new ordinances be authored. Also, as a father of two young sons, I understand that absolute need for young families to have a safe, clean, and dynamic park and recreation service and system to contribute to raising healthy and responsible adults while also adding to the beauty of the City of Bellaire and encouraging residents to interact.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Unfortunately since starting a family with my wife, it has been very hard to participate in regular community activities that aren't associated with my children, we have instead opened are pocket books to charitable organizations that we care about most. That is one of the main reasons that I would like to get involved in this capacity.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)\*

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or

I would not assume to understand how a board is effective before I serve. I know that is probably a politically correct



Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

statement but it is one that I do believe.

Name\* Date\*

Jed 2/15/2016

Mandel

**Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.**

**1 - Planning & Zoning 2 - Parks & Recreation 3 - Board of Adjustment 4 - Evelyn's Park Conservancy Board 5 - Building and Standards Commission**

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing.\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=5902>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Board of Adjustment, Building and Standards Commission, Parks & Recreation Advisory Board, Planning & Zoning Commission, Evelyn's Park Conservancy Board

Name: Jed Mandel

Home Address:

Contact Number:

Business Phone Number:

Occupation: SVP for RE Investment Firm

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 1.5

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: No

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: No

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: I am only interested in serving on one of the 3 committees that I checked, I would be most interested in the committee that the group of people that choose feel that I am most qualified to participate. In my professional life within commercial real estate, I have been involved in numerous transactions and the planning of new development, as well as redevelopment of existing properties. I feel like the expertise that I have within that realm would be beneficial in the public sector to continue to encourage responsible growth both from the side of the use of public funds to expand or contract government as well as to encourage or discourage commercial and residential development on a case by case basis and/or by suggesting that new ordinances be authored. Also, as a father of two young sons, I understand that absolute need for young families to have a safe, clean, and dynamic park and recreation service and system to contribute to raising healthy and responsible adults while also adding to the beauty of the City of Bellaire and encouraging residents to interact.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Unfortunately since starting a family with my wife, it has been very hard to participate in regular community activities that aren't associated with my children, we have instead opened are pocket books to charitable organizations that we care about most. That is one of the main reasons that I would like to get involved in this capacity.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: I would not assume to understand how a board is effective before I serve. I know that is probably a politically correct statement but it is one that I do believe.

Name: Jed Mandel

Date: 2/15/2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: 1 - Planning & Zoning

2 - Parks & Recreation

3 - Board of Adjustment

4 - Evelyn's Park Conservancy Board

5 - Building and Standards Commission

\*By submitting this application online or be email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

## Additional Information:

Form submitted on: 2/15/2016 2:31:51 PM

Submitted from IP Address:

Referrer Page: <http://www.bellaireconnect.com/content/bellaire-boards-and-commissions-applications-will-be-accepted-february-2-2016-until-may-6-20>

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 16**

Julie McNee

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name:

Julie McNeel

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

Parks & Recreation

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Anita McVee  
Signature

1/20/16  
Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ☒ ) **Keep email address confidential**
- ( ☐ ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 17**

Johanna Moran

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Friday, April 08, 2016 5:25 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

~~Click on the link to review the City's Board Handbook.~~ [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |  |   |
|--|---|
| <input type="checkbox"/> Audit Finance Board                             | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                             | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission               | <input type="checkbox"/> Planning & Zoning Commission                 |
| <input type="checkbox"/> Cultural Arts Board                             | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input checked="" type="checkbox"/> Environmental & Sustainability Board |   |

Johanna Moran

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

40

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]

n/a

retired CPA, corp. auditor, financial officer

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)



Are you 18 or older?\*

yes

First Time Appointment?\*

[Yes V]

Reappointment, if so name of Board.\*

Environmental & Sustainability Board

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

both

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

March 2016 I became a designated Landscape for Life Trainer through the Landscape for Life program which provides education for sustainable home landscapes. This program has 300 trainers in 38 states, is presented by LBJ Wildflower Center and the US Botanic Garden and is recognized by the American Public Garden Association. We hope to offer this series with and through the Nature Discovery Center this fall. The current inventory at home is about 100 different species of plants at a ratio of 70-30 native to non-native including some specimen or single plants, thickets and areas with nectar plants. This selection qualifies for both the Xerces Pollinator Habitat and the Best of Texas Backyard Habitat. I'm concerned with watershed issues, carbon sequestration, water conservation and educating the public about proper mosquito protection, dangers of excessive use of chemicals and offsetting the misleading claims of mosquito misting system franchises as well as other standard but unsustainable landscape and lifestyle practices. Fortunately there are many non-profits and local government agencies who conduct or report on research and provide excellent information.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Bellaire Little League Board of Directors 3 years; many hats including umpire. Boys basketball coach Bellaire and Westland YMCA under 14. Native Plant Society of Texas-Houston Chapter  
( ) Yes (X) No

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)\*

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

For the first year, I felt we had some responsibilities we had no vehicle to achieve. Into the second year it seemed other boards also had problems and shared some of our interests

in handling city financial resources wisely and with shared participation. Now we are beginning to be able to give input on some of our stated responsibilities and I feel the city is back on track to use the human resources we have on board (authorized boards and commissions in this case) to chart the city's path going forward. The board is now working better together and focused both on assisting Public Works and on improving the environment of Bellaire through sustainable practices.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

Continued improvements in communication of city projects or plans that affect the health and biodiversity of our ecosystem are essential for ESB to recommend the best practices. We should be given latitude to audit existing procedures that affect the environment and recommend practices or contractors that will not degrade our property or adversely affect our health.

**Name\*    Date\***  
**Johanna April**  
**Moran       8,**  
**2016**

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

**Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.\***

**1 ESB 2 Parks and Rec**

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6124>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Environmental & Sustainability Board, Parks & Recreation Advisory Board

Name: Johanna Moran

Home Address:

Contact Number:

Business Phone Number: n/a

Occupation: retired CPA, corp. auditor, financial officer

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 40

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: Environmental & Sustainability Board

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: both

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
March 2016 I became a designated Landscape for Life Trainer through the Landscape for Life program which provides education for sustainable home landscapes. This program has 300 trainers in 38 states, is presented by LBJ Wildflower Center and the US Botanic Garden and is recognized by the American Public Garden Association. We hope to offer this series with and through the Nature Discovery Center this fall.

The current inventory at home is about 100 different species of plants at a ratio of 70-30 native to non-native including some specimen or single plants, thickets and areas with nectar plants. This selection qualifies for both the Xerces Pollinator Habitat and the Best of Texas Backyard Habitat.

I'm concerned with watershed issues, carbon sequestration, water conservation and educating the public about proper mosquito protection, dangers of excessive use of chemicals and offsetting the misleading claims of mosquito misting system franchises as well as other standard but unsustainable landscape and lifestyle practices. Fortunately there are many non-profits and local government agencies who conduct or report on research and provide excellent information.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Bellaire Little League Board of Directors 3 years; many hats including umpire.

Boys basketball coach Bellaire and Westland YMCA under 14.  
Native Plant Society of Texas-Houston Chapter

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: For the first year, I felt we had some responsibilities we had no vehicle to achieve. Into the second year it seemed other boards also had problems and shared some of our interests in handling city financial resources wisely and with shared participation. Now we are beginning to be able to give input on some of our stated responsibilities and I feel the city is back on track to use the human resources we have on board (authorized boards and commissions in this case) to chart the city's path going forward. The board is now working better together and focused both on assisting Public Works and on improving the

environment of Bellaire through sustainable practices.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:  
Continued improvements in communication of city projects or plans that affect the health and biodiversity of our ecosystem are essential for ESB to recommend the best practices.

We should be given latitude to audit existing procedures that affect the environment and recommend practices or contractors that will not degrade our property or adversely affect our health.

Name: Johanna Moran

Date: April 8, 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1 ESB  
2 Parks and Rec

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

**Additional Information:**

Form submitted on: 4/8/2016 5:25:26 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 18**

Kevin Newman

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Wednesday, March 02, 2016 12:51 AM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.ci.bellaire.tx.us](http://www.ci.bellaire.tx.us). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

~~Click on the link to review the City's Board Handbook.~~ [Click Here for Board Handbook Summary](#)  
 Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

### Personal Information

Select from the following choices

- |   |   |
|---|---|
| <input type="checkbox"/> Audit Finance Board                  | <input checked="" type="checkbox"/> L.I.F.E. Advisory Board         |
| <input type="checkbox"/> Board of Adjustment                  | <input type="checkbox"/> Parks & Recreation Advisory Board          |
| <input type="checkbox"/> Building and Standards Commission    | <input type="checkbox"/> Planning & Zoning Commission               |
| <input checked="" type="checkbox"/> Cultural Arts Board       | <input checked="" type="checkbox"/> Evelyn's Park Conservancy Board |
| <input type="checkbox"/> Environmental & Sustainability Board |   |

kevin newman

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

self employed

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

18

Are you a registered voter in a Bellaire Precinct?\*

[Yes V]

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)



Are you 18 or older?\*

yes

First Time Appointment?\*

[Yes V]

Reappointment, if so name of Board.\*

n/a

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

I feel I am qualified for a board for a few reasons. Being in Bellaire for almost 30 years including attending Bellaire High School and a homeowner for 18 years. I am able and willing to devote the time needed to serve on the board. I feel I can serve the residents of Bellaire and I can offer my local insight into the needs of the average resident, I am also looking forward to learning more and I will provide a real world view on current issues we are all facing and help the board to improve the quality of life for all residents.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

I once walked door to door talking to residents in an attempt to win votes for city council. Election clerk

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

n/a

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)\*

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

n/a

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*  
kevin 3-1-  
newman 16

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.\*

1 LIFE 2 Cultural Arts 3 Evelyn's Park

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=5942>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: ~~Cultural Arts Board, L.I.F.E. Advisory Board, Evelyn's Park Conservancy Board~~ <sup>(1)</sup>

Name: kevin newman

Home Address:

Contact Number:

Business Phone Number:

Occupation: self employed

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 18

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: n/a

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: yes

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: I feel I am qualified for a board for a few reasons. Being in Bellaire for almost 30 years including attending Bellaire High School and a homeowner for 18 years, I am able and willing to devote the time needed to serve on the board. I feel I can serve the residents of Bellaire and I can offer my local insight into the needs of the average resident, I am also looking forward to learning more and I will provide a real world view on current issues we are all facing and help the board to improve the quality of life for all residents.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: I once walked door to door talking to residents in an attempt to win votes for city council.



Election clerk

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?: n/a

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: n/a

Name: kevin newman

Date: 3-1-16

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: 1 LIFE

2 Cultural Arts

3 Evelyn's Park

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 3/2/2016 12:51:09 AM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 19**

Jacquelyn Quick

#### **BOARD APPLICATIONS**

**2016**



**BOARDS AND COMMISSIONS  
REAPPLICATION FORM**

Name: Jacquelyn Luick

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Cultural Arts Board  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_

Signature

*Jacquelyn Quick*

Date

*June 10, 2016*

#### **\*DISCLOSURE AGREEMENT**

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

#### **Check one:**

- ( ) **Keep email address confidential**
- ( ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

**\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)**

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 20**

Robert Riquelmy

### **BOARD APPLICATIONS**

**2016**

# City of Bellaire

## Application for Board, Commission, and Committee Appointment



**Instructions:** Please type or print using black ink.

**Board/Commission/Committee** (indicate selection(s) by marking each with "1" or "2" or "3" in rank order of your preference (1 = most preferred).

(The functions of each Board / Commission / Committee and procedures for appointments are described on pages 3-4 of this document.)

<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Environmental and Sustainability Board	<input checked="" type="checkbox"/> Evelyn's Park Conservancy Board
<input type="checkbox"/> Building & Standards Commission	<input type="checkbox"/> L.I.F.E. Advisory Board	<input type="checkbox"/> Audit Finance Board
<input type="checkbox"/> Planning & Zoning Commission	<input type="checkbox"/> Cultural Arts Board	<input type="checkbox"/> Ad Hoc Committee (if applicable)
<input type="checkbox"/> Parks and Recreation Advisory Board		

Name: ROBERT S. RIQUELMEY

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Contact Number: \_\_\_\_\_

Occupation: CARPENTER

Number of Years in Bellaire: MORE THAN 42

\*Must be a resident for at least six (6) months before appointment date. If applying for Audit Finance Board, you must be a resident with financial and/or audit experience. Please attach resume with application.

Are you a registered voter in a Bellaire precinct? YES  
Yes or No

Are you 18 years of age or older? YES  
Yes or No

First Time Appointment? NO  
Yes or No

If No, indicate the name(s) of board(s), commission(s), committee(s) and time period of previous service: BUILDING AND STANDARDS

2002-2004

Have you ever attended a meeting of the board(s), commission(s), or committee(s) to which you seek appointment?

No

Yes or No

HAVE NOT BEEN ALLOWED  
TO ATTEND

Name(s) of board(s), commission(s), or committee(s)

Please write a brief summary of your qualifications for service on the board, commission, and/or committee to which you see appointment.

AUDITING BACKGROUND

LONG EXPERIENCE WITH THE CITY

GOOD NOSE FOR BALONEY

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.

NONE OF NOTE

Do you anticipate any conflicts of interest arising on connection with your service on the selected board(s), commission(s) or committee(s)? NO

Yes or No or Possibly

If you answered yes or possibly and a conflict of interest did arise, how would you propose to resolve it?

I WOULD DECLINE THE OPPORTUNITY.

Do you understand the time commitment required on this board, commission, and/or committee for meetings as well as preparation prior to meetings? (As a reference, previous board, commission, and committee members have stated that their time commitment ranged, on average, from two to six hours per month.)



Yes



No

Please complete the following only if you are applying for reappointment to a particular board, commission, or committee.

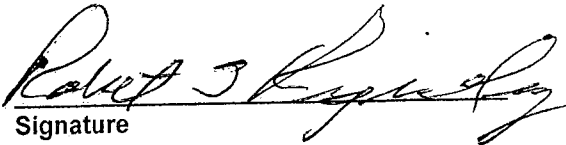
Do you have any thoughts regarding the responsibilities of and/or recent actions by your board, commission, or committee?

\_\_\_\_\_  
\_\_\_\_\_

Do you have any ideas on how the effectiveness of your board, commission, or committee can be improved?

\_\_\_\_\_  
\_\_\_\_\_

The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application.

  
Signature

Date: APRIL 8, 2016

ROBERT S. RIQUELMY  
Printed Name

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)



## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 21**

Diane Roberts

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Sunday, March 06, 2016 2:29 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

**Application to Serve on a City Board or Commission**

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.ci.bellaire.tx.us](http://www.ci.bellaire.tx.us). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#)  
 Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Click Here for Board Handbook Summary](#)

**Personal Information**

Select from the following choices

- |  |   |
|--|---|
| <input type="checkbox"/> Audit Finance Board                             | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                             | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission               | <input type="checkbox"/> Planning & Zoning Commission                 |
| <input checked="" type="checkbox"/> Cultural Arts Board                  | <input checked="" type="checkbox"/> Evelyn's Park Conservancy Board   |
| <input checked="" type="checkbox"/> Environmental & Sustainability Board |   |

Diane Roberts

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

Are you a registered voter in a Bellaire Precinct?\*

n/a

retired educator.

~30

[Yes \ /]

Are you 18 or older? ☒ yes  
 First Time Appointment? ☒ [Yes V]

Reappointment, if so name of Board. ☒ no

Have you ever attended a meeting of the ☒ no

Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

Active member of all organizations to which I have belonged - Texas Library Association, former president of both the Houston Association of School Librarians, and the Houston Association of Independent School Librarians. Served as treasurer of the Friends of Bellaire Parks in the late 1980s, served on the Friends of the Bellaire Library board in the 1990s. I am a retired school librarian, but have a MBA and experience with accounting in the tax department of Enron and a local CPA firm. I feel lucky to be part of the Bellaire community and am hoping to be able to pay back something to it. I work only 12 hours a week at the Houston Community College Central campus as a part-time reference librarian, so I have time to devote to any committee which I might be a part of.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Former treasurer of Friends of Bellaire Parks, former board member of the Pin Oak Homeowners Association, active on several local and national library committees, and past president of two local library organizations.

( ) Yes

(X) No

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.) ☒ (X) Yes ☒ ( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*  
 Diane March  
 Roberts 7,  
 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your

1. Cultural Arts Board 2. Environmental & Sustainability Board 3. Evelyn's Park

preference (1 = most preferred) here. There is no need to mark more than "1" if you're not interested in another Board. Conservancy Board 4. Parks & Recreation Advisory Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=5962>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Cultural Arts Board, Environmental & Sustainability Board, Parks & Recreation Advisory Board, Evelyn's Park Conservancy Board

Name: Diane Roberts

Home Address:

Contact Number:

Business Phone Number: n/a

Occupation: retired educator

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: ~30

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: no

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: no

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
 Active member of all organizations to which I have belonged - Texas Library Association, former president of both the Houston Association of School Librarians, and the Houston Association of Independent School Librarians. Served as treasurer of the Friends of Bellaire Parks in the late 1980s, served on the Friends of the Bellaire Library board in the 1990s.

I am a retired school librarian, but have a MBA and experience with accounting in the tax department of Enron and a local CPA firm. I feel lucky to be part of the Bellaire community and am hoping to be able to pay back

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)

something to it. I work only 12 hours a week at the Houston Community College Central campus as a part-time reference librarian, so I have time to devote to any committee which I might be a part of.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Former treasurer of Friends of Bellaire Parks, former board member of the Pin Oak Homeowners Association, active on several local and national library committees, and past president of two local library organizations.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?:

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: Diane Roberts

Date: March 7, 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.: 1. Cultural Arts Board

2. Environmental & Sustainability Board

3. Evelyn's Park Conservancy Board

4. Parks & Recreation Advisory Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 3/6/2016 2:29:18 PM

Submitted from IP Address:

Referrer Page: <http://bellairetx.gov/CivicAlerts.aspx?AID=1621>

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 22**

Jonathan Saikin

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Sunday, March 06, 2016 9:07 AM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.ci.bellaire.tx.us](http://www.ci.bellaire.tx.us). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

~~Click on the link to review the City's Board Handbook~~ [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |   |   |
|---|---|
| <input type="checkbox"/> Audit Finance Board                  | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                  | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission    | <input checked="" type="checkbox"/> Planning & Zoning Commission      |
| <input type="checkbox"/> Cultural Arts Board                  | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input type="checkbox"/> Environmental & Sustainability Board |   |

Jonathan Saikin

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

12

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]

Are you 18 or older?\*

Yes

First Time Appointment?\*

[Yes V]



Reappointment, if so name of Board.\* n/a

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\* no

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*  
Real estate attorney for 13+ years very experienced in all aspects of law and real estate

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\* Bellaire Rec Coach for Soccer and Basketball

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board? ( ) Yes (X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it? n/a

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.) (X) Yes ( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved? n/a

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application* Name\* Date\*  
Jonathan 3-6-  
Saikin 16

**Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.** 1 - Planning & Zoning 2 - Parks & Recreation

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=5961>

The following form was submitted via your website: Application to Serve on a City Board or Commission



Select from the following choices: Parks & Recreation Advisory Board, Planning & Zoning Commission

Name: Jonathan Saikin

Home Address:

Contact Number:

Business Phone Number:

Occupation: Real estate attorney

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 12

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: n/a

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: no

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: Real estate attorney for 13+ years very experienced in all aspects of law and real estate

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Bellaire Rec Coach for Soccer and Basketball

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?: n/a

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: n/a

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: n/a

Name: Jonathan Saikin

Date: 3-6-16

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: 1 - Planning & Zoning  
2 - Parks & Recreation

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

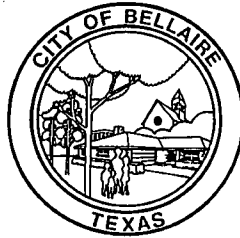
Form submitted on: 3/6/2016 9:07:26 AM

Submitted from IP Address:

Referrer Page: <http://www.bellairetx.gov/CivicAlerts.aspx?AID=1621>

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 23**

S. Lynne Skinner

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: S. Lynne Skinner

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

P & Z Planning & Zoning  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_

\_\_\_\_\_



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

S. Lynne Skene  
Signature

Jan. 24, 2016  
Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

( ) Keep email address confidential

( ☒ ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

**\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)**

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 24**

Danny Spencer

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name:

Danny A. Spencer

Address:

\_\_\_\_\_

Preferred Telephone Number:

\_\_\_\_\_

Email Address\*:

\_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Building Standards

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_

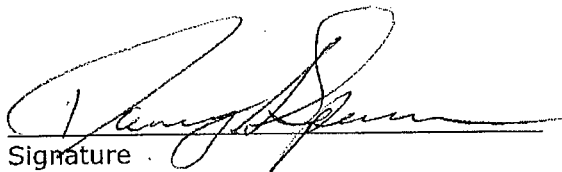


I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

  
Signature

5/20/16  
Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ☒ ) **Keep email address confidential**
- ( ☐ ) **Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.**

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.



## BELLAIRE BOARDS AND COMMISSIONS

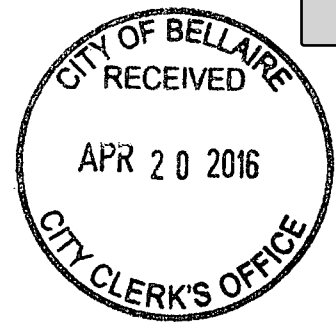


### TAB 25

Marc Steinberg

### BOARD APPLICATIONS

2016



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: Marc Steinberg

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

Planning & Zoning  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)  
\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Signature

Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

( ) Keep email address confidential

( ☒ ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

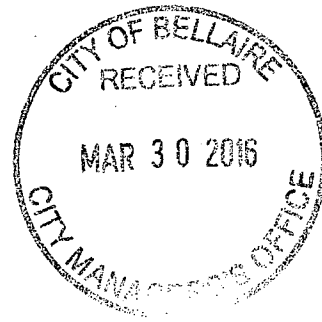
\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

**BELLAIRE BOARDS AND COMMISSIONS****TAB 26**

Dirk Stiggins

**BOARD APPLICATIONS****2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name:

DIRK STIGGINS

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

PLANNING & ZONING

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

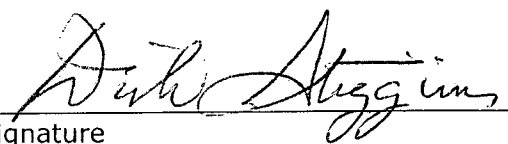


I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

  
Signature

28/MAR/2016  
Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ) Keep email address confidential
- ( ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 27**

Carmen Ulabarro

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Friday, May 13, 2016 2:26 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City  
 of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or  
 Commission. In order to be considered for an appointment, please  
 complete and submit this application in person at City Hall, or fill out  
 the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted  
 about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn  
 more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#)
[Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire  
 Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |   |  |
|---|--|
| <input type="checkbox"/> Audit Finance Board                          | <input checked="" type="checkbox"/> L.I.F.E. Advisory Board      |
| <input type="checkbox"/> Board of Adjustment                          | <input type="checkbox"/> Parks & Recreation Advisory Board       |
| <input checked="" type="checkbox"/> Building and Standards Commission | <input checked="" type="checkbox"/> Planning & Zoning Commission |
| <input type="checkbox"/> Cultural Arts Board                          | <input type="checkbox"/> Evelyn's Park Conservancy Board         |
| <input type="checkbox"/> Environmental & Sustainability Board         |  |

Carmen Ulabarro

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Procurement Operations Manager

Years in Bellaire. (Must be a resident for at  
 least 6 months before appointment date in  
 June).\*

47

Are you a registered voter in a Bellaire  
 Precinct?

[No \/]



Are you 18 or older?\*

Yes

First Time Appointment?\*

[Yes V]

Reappointment, if so name of Board.\*

No

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

Education: BS BIOLOGY, BS PSYCHOLOGY, MBA Work history experience: R&D, Sales, Marketing, Procurement Operations I have worked in the oil industry for 39 years and I am retiring in June of 2016. My desire is to become more involved in the community now that I have time. I have lived in Bellaire for 47 years and would like to see the city continue to evolve. My work history and educational background can provide the city with a wide range of skills.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Habitat for Humanity, MS 150 Participant and Volunteer

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

No

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

Name\* Date\*  
Carmen May  
Ulabarro 13,  
2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.

No preference

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6280>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Building and Standards Commission, L.I.F.E. Advisory Board, Planning & Zoning Commission

Name: Carmen Ulabarro

Home Address:

Contact Number:

Business Phone Number:

Occupation: Procurement Operations Manager

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).: 47

Are you a registered voter in a Bellaire Precinct?: No

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: No

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.:  
 Education: BS BIOLOGY, BS PSYCHOLOGY, MBA

Work history experience: R&D, Sales, Marketing, Procurement Operations

I have worked in the oil industry for 39 years and I am retiring in June of 2016. My desire is to become more involved in the community now that I have time. I have lived in Bellaire for 47 years and would'd to see the city continue to evolve.

My work history and educational background can provide the city with a wide range of skills.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Habitat for Humanity, MS 150 Participant and Volunteer

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: No

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:

Name: Carmen Ulabarro

Date: May 13, 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: No preference

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 5/13/2016 2:25:55 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 28**

Sharon Veldman

#### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Thursday, April 21, 2016 5:36 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#) [Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |   |   |
|---|---|
| <input type="checkbox"/> Audit Finance Board                  | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                  | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission    | <input type="checkbox"/> Planning & Zoning Commission                 |
| <input type="checkbox"/> Cultural Arts Board                  | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input type="checkbox"/> Environmental & Sustainability Board |   |

sharon Veldman

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

psychotherapist

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

1 year

Are you a registered voter in a Bellaire Precinct?\*

[Yes \/]



Are you 18 or older?

yes

First Time Appointment?

[No V]

Reappointment, if so name of Board.\*

parks & recreation advisory board

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

yes, Parks and Rec; cultural arts

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

I have a working understanding of the policies and procedures of the City's boards through my prior service from 2004 to 2010 to on the Parks & Recreation Advisory board. As a Bellaire resident for 16 years I have been a supporter of Bellaire parks and recreational activities and events and have very strong ties to our community.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

Parks and Rec Board secretary, vice-chairperson and chairperson from 2004 to 2010. Bellaire Young Mothers Executive Board member and President from 1999 to 2003. Patrons for Bellaire Parks Executive Board member and President 2005 to 2012. Girl Scout Troop Leader Pin Oak Middle School PTO Board member Bellaire High School PTO Board member Volunteer at Horn Elementary Volunteer at Holy Ghost Catholic Church carnivals Initiated and developed with my daughter and Parks Dept the "Howl-O-Ween" Dog Parade and Contest.

( ) Yes

(X) No

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?

I have not comments on any recent activities. In attending the State of the City I was impressed by their continued work.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved? Not at this time

*The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application*

*Name\* Date\**  
Sharon 4-  
Veldman 21-  
2016

**Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.**

**1-Parks Board 2- I would consider another board if there was a vacancy that could not be filled except Audit Finance or B-Life**

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing.

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://www.bellairetx.gov/Admin/FormHistory.aspx?SID=6178>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Parks & Recreation Advisory Board

Name: sharon Veldman

Home Address:

Contact Number:

Business Phone Number:

Occupation: psychotherapist

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 1 year

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: yes

First Time Appointment?: No

Reappointment, if so name of Board.: parks & recreation advisory board

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: yes, Parks and Rec; cultural arts

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: I have a working understanding of the policies and procedures of the City's boards through my prior service from 2004 to 2010 to on the Parks & Recreation Advisory board. As a Bellaire resident for 16 years I have been a supporter of Bellaire parks and recreational activities and events and have very strong ties to our community.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: Parks and Rec Board secretary, vice-chairperson and chairperson from

2004 to 2010.

Bellaire Young Mothers Executive Board member and President from 1999 to 2003.

Patrons for Bellaire Parks Executive Board member and President 2005 to 2012.

Girl Scout Troop Leader

Pin Oak Middle School PTO Board member

Bellaire High School PTO Board member

Volunteer at Horn Elementary

Volunteer at Holy Ghost Catholic Church carnivals

Initiated and developed with my daughter and Parks Dept the "Howl-O-Ween" Dog Parade and Contest.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?:

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: I have not comments on any recent activities. In attending the State of the City I was impressed by their continued work.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?:  
Not at this time

Name: Sharon Veldman

Date: 4-21-2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: 1-Parks Board  
2- I would consider another board if there was a vacancy that could not be filled except Audit Finance or B-Life

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 4/21/2016 5:35:52 PM

Submitted from IP Address:

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.bellairetx.gov/Forms.aspx?FID=103>



## BELLAIRE BOARDS AND COMMISSIONS



**TAB 29**

Neil Verma

**BOARD APPLICATIONS**

**2016**

Attachment: Boards and Commissions Applications - June 2016 (1959 : Board Interviews)



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: \_\_\_\_\_

*Neil Verma*

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

*PARKS + REC ADVISORY BOARD*

(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

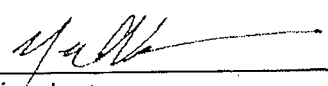


I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

  
Signature

2/9/16  
Date

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

( ☒ ) Keep email address confidential

( ☐ ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 30**

Lou Waters

### **BOARD APPLICATIONS**

**2016**



# BOARDS AND COMMISSIONS REAPPLICATION FORM

Name:

Lou Waters

Address:

Preferred Telephone Number:

Email Address\*:



I wish to seek reappointment to the board or commission that I currently serve on:

Evelyn's Park Conservancy

(Name of Board or Commission)

I would **also** like to be considered for another board(s) or commission(s) as follows:

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)



I am no longer interesting in serving on a board or commission.



I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

Signature

Date

Jan. 22, 2016

#### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

Check one:

( ☒ ) Keep email address confidential

( ☐ ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 31**

Pat Westwood

### **BOARD APPLICATIONS**

**2016**



### BOARDS AND COMMISSIONS REAPPLICATION FORM

Name: Pat Westwood

Address: \_\_\_\_\_

Preferred Telephone Number: \_\_\_\_\_

Email Address\*: \_\_\_\_\_



I wish to seek reappointment to the board or commission that I currently serve on:

L.I.F.E. Advisory Board  
(Name of Board or Commission)



I would **also** like to be considered for another board(s) or commission(s) as follows:

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on the board or commission that I currently serve on, but would like to be considered for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_



I am no longer interesting in serving on a board or commission.





I am term limited on my current board or commission and would like to continue to serve on a board or commission. Please consider me for the following board(s) or commission(s):

\_\_\_\_\_  
(List of Name(s) of Board(s) or Commission(s) in the order of desirability)

\_\_\_\_\_  
\_\_\_\_\_

Pat Westwood  
Signature

2/8/2016  
Date

### \*DISCLOSURE AGREEMENT

Email addresses may be disclosed to the public pursuant to the *Texas Government Code, Chapter 552, Public Information, Section 552.137 (a) and (b)\*\**, Confidentiality of Certain E-Mail Addresses.

**Check one:**

- ( ) Keep email address confidential
- ( ✓ ) Okay to release email address to public upon request and may be provided to the public as part of an agenda item via the City's website.

\*\*Section 552.137, Confidentiality of Certain E-Mail Addresses, Subsections (a) and (b)

- (a) An e-mail address of a member of the public that is provided for the purpose of communicating electronically with a governmental body is not subject to disclosure under Chapter 552.
- (b) Confidential information described by Section 552.137 that relates to a member of the public may be disclosed if the member of the public affirmatively consents to its release.

## **BELLAIRE BOARDS AND COMMISSIONS**



### **TAB 32**

George Williams

### **BOARD APPLICATIONS**

**2016**

**Tracy Dutton**

**From:** noreply@civicplus.com  
**Sent:** Saturday, May 07, 2016 12:39 PM  
**To:** Tracy Dutton  
**Subject:** Online Form Submittal: Application to Serve on a City Board or Commission

If you are having problems viewing this HTML email, click to view a [Text version](#).

## Application to Serve on a City Board or Commission

Application to Serve on a City Board or a Commission with the City of Bellaire, Texas  
 7008 South Rice Avenue, Bellaire, Texas 77401  
 713-662-8222.

Thank you for your interest in serving on a City of Bellaire Board or Commission. In order to be considered for an appointment, please complete and submit this application in person at City Hall, or fill out the online application at [www.bellairetx.gov](http://www.bellairetx.gov). You will be contacted about an interview with Mayor and Council by City Staff.

Please review the Boards Handbook on the City's website to learn more about each Board and Commission.

THIS INFORMATION WILL BECOME PUBLIC RECORD.

[Click on the link to review the City's Board Handbook](#)

[Click Here for Board Handbook](#)

Click on the link for an summary of all Bellaire Boards, Commissions, and Committees.

[Summary](#)

### **Personal Information**

Select from the following choices

- |  |   |
|--|---|
| <input type="checkbox"/> Audit Finance Board                             | <input type="checkbox"/> L.I.F.E. Advisory Board                      |
| <input type="checkbox"/> Board of Adjustment                             | <input checked="" type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Building and Standards Commission               | <input type="checkbox"/> Planning & Zoning Commission                 |
| <input type="checkbox"/> Cultural Arts Board                             | <input type="checkbox"/> Evelyn's Park Conservancy Board              |
| <input checked="" type="checkbox"/> Environmental & Sustainability Board |   |

George Williams

Name\*

Home Address\*

Contact Number\*

Business Phone Number\*

Occupation\*

Email Address\*

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June).\*

Are you a registered voter in a Bellaire Precinct?\*

Physician

5.5

[Yes \/]

Are you 18 or older? **YES**

Yes

First Time Appointment?\*

[Yes V]

Reappointment, if so name of Board.\*

Not applicable

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.\*

No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.\*

I am a Bellaire resident, and father of three who frequently utilize the Parks and Recreation facilities and heavily recycles. My engagement in City government up to this point has included occasionally attending City Council meetings when pertinent safety issues are being discussed, but I feel I have much more to offer my neighbors and friends. My active practice as a Anesthesiologist and Critical Care physician in the Texas Medical Center, in addition to my active involvement in the Harris County Medical Society (Past-President Central Branch) allow me to bring a unique perspective to the Parks & Recreation Advisory Board or the Environmental & Sustainability Board. It is my goal to be an asset to the City that we have grown to love and as such, volunteering my time in this capacity would be my most clear way of achieving that contribution. My schedule would allow me to regularly attend the required meetings.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.\*

I regularly attend the Bellaire Trolley Run, Holiday in the Park and the Bellaire New Home Showcase.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?\*

( ) Yes

(X) No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

No conflicts

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.)

(X) Yes

( ) No

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?  
Not applicable.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?

The current format for sharing board actions and topics, while available, could be made easier for the public to access. For example, a brief announcement of significant decisions or discussions on a twitter feed or to Bellaire news sources would greatly enhance the publics awareness of the boards work and enhance public comment and contribution to the city.

The City of Bellaire appreciates your commitment and willingness to serve. Thank you for taking the time to complete this application

Name\*    Date\*  
George    May  
Williams 7,  
2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred) here. There is no need to mark more than "1" if you're not interested in another Board.

1- Environmental & Sustainability Board 2- Parks & Recreation Advisory Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*

\* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:  
<http://tx-bellaire5.civicplus.com/Admin/FormHistory.aspx?SID=6247>

The following form was submitted via your website: Application to Serve on a City Board or Commission

Select from the following choices: Environmental & Sustainability Board, Parks & Recreation Advisory Board

Name: George Williams

Home Address:

Contact Number:

Business Phone Number:

Occupation: Physician

Email Address:

Years in Bellaire. (Must be a resident for at least 6 months before appointment date in June): 5.5

Are you a registered voter in a Bellaire Precinct?: Yes

Are you 18 or older?: Yes

First Time Appointment?: Yes

Reappointment, if so name of Board.: Not applicable

Have you ever attended a meeting of the Board to which you seek appointment? If so, indicate which one(s). If applying for Audit Finance Board you must be a resident with financial and/or audit experience. Attach Resume with Application.: No

Please write a brief summary of your qualifications for service on this Board, Commission, or Committee.: I am a Bellaire resident, and father of three who frequently utilize the Parks and Recreation facilities and heavily recycles. My engagement in City government up to this point has included occasionally attending City Council meetings when pertinent safety issues are being discussed, but I feel I have much more to offer my neighbors

and friends. My active practice as a Anesthesiologist and Critical Care physician in the Texas Medical Center, in addition to my active involvement in the Harris County Medical Society (Past-President Central Branch) allow me to bring a unique perspective to the Parks & Recreation Advisory Board or the Environmental & Sustainability Board. It is my goal to be an asset to the City that we have grown to love and as such, volunteering my time in this capacity would be my most clear way of achieving that contribution. My schedule would allow me to regularly attend the required meetings.

Briefly describe previous community activities associated with the City of Bellaire, as well as any outside civic, charitable, and other community work.: I regularly attend the Bellaire Trolley Run, Holiday in the Park and the Bellaire New Home Showcase.

Do you anticipate any conflicts of interest arising in connection with your service on the selected Board?: No

If you answered yes and a conflict of interest did arise, how would you propose to resolve it?: No conflicts

Do you understand the time commitment on this Board, Commission, or Committee for meetings as well as preparation prior to meetings? (As a reference, previous Board and Commission members have stated their time commitment ranged, on an average, from 2 to 6 hours per month.): Yes

Please complete the following only if you are applying for reappointment to a particular Board, Commission, or Committee. Do you have any thoughts regarding the responsibilities of and/or recent actions by your Board, Commission, or Committee?: Not applicable.

Do you have any ideas on how the effectiveness of your Board, Commission, or Committee can be improved?: The current format for sharing board actions and topics, while available, could be made easier for the public to access. For example, a brief announcement of significant decisions or discussions on a twitter feed or to Bellaire news sources would greatly enhance the publics awareness of the boards work and enhance public comment and contribution to the city.

Name: George Williams

Date: May 7, 2016

Indicate your Board selection(s) by marking "1" or "2" or "3" in rank order of your preference (1= most preferred)here. There is no need to mark more than "1" if you're not interested in another Board.: 1-

Environmental & Sustainability Board

2- Parks & Recreation Advisory Board

\*By submitting this application online or by email and executing it by entering my name where indicated, I intend to electronically certify it as if signed in writing\*:

Additional Information:

Form submitted on: 5/7/2016 12:39:01 PM

Submitted from IP Address:

Referrer Page: <http://www.bellairetx.gov/615/Boards-and-Commissions>

Form Address: <http://tx-bellaire5.civicplus.com/Forms.aspx?FID=103>



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: Parks, Recreation and  
Facilities  
Category: Proclamation  
Department Head: Karl Miller  
DOC ID: 1812

**SCHEDULED  
ACTION ITEM (ID # 1812)**

---

**Item Title:**

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the month of July 2016 as "Parks and Recreation Month" in the City of Bellaire, Texas, in recognition of the benefits derived from parks and recreation resources - Requested by Karl Miller, Director of Parks, Recreation, And Facilities.

**Background/Summary:**

The National Recreation and Park Association (NRPA), is a national not-for-profit organization dedicated to advancing park, recreation and conservation efforts that enhance the quality of life for all people. Through its network of 40,000 recreation and park professionals and citizens, NRPA encourages the promotion of healthy and active lifestyles, conservation initiatives and equitable access to parks and public space.

Since 1985, Americans have celebrated Park and Recreation Month in July to promote the importance of parks and recreation in health and wellness, conservation and social equity, and to recognize the thousands of park and recreation employees that maintain our nation's local and community parks.

Parks and recreation services are vital for our communities-from protecting open space and natural resources, to helping fight obesity, to providing activities and resources for all walks of life. Park and Recreation Month encourages everyone to reflect on the exponential value parks and recreation bring to communities.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Karl Miller, Director of Parks, Recreation and Facilities, recommends the issuance of this proclamation in recognition of July as Park and Recreation Month.

**ATTACHMENTS:**

- Parks and Recreation Month - July 2016 (PDF)



## Proclamation

*Whereas*, parks and recreation programs are an integral part of communities throughout this country, including the City of Bellaire, Texas; and

*Whereas*, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of the City of Bellaire and the region; and

*Whereas*, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services and benefits for people with disabilities, and also improve the mental and emotional health of all citizens; and

*Whereas*, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, the attraction and retention of businesses, and crime reduction; and

*Whereas*, parks and recreation areas are fundamental to the environmental well-being of our community; and

*Whereas*, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

*Whereas*, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

*Whereas*, the U.S. House of Representatives has designated July as Park and Recreation Month; and



*Whereas*, the City of Bellaire recognizes the benefits derived from parks and recreation resources;

*Now, Therefore*, I, **Andrew S. Friedberg, Mayor of the City of Bellaire, Texas**, do hereby proclaim the month of **July 2016** to be

## *Parks and Recreation Month*

in the City of Bellaire, Texas.



*In Witness Whereof*, I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 20<sup>th</sup> day of June, 2016.

---

Andrew S. Friedberg, Mayor  
City of Bellaire, Texas

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Presentation  
Department Head: Paul A. Hofmann  
DOC ID: 1918

**SCHEDULED  
ACTION ITEM (ID # 1918)**

---

**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: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Report  
Department Head: Diane K White  
DOC ID: 1910

**SCHEDULED  
ACTION ITEM (ID # 1910)**

---

**Item Title:**

Monthly Financial Report for the Period Ending May 31, 2016 - Submitted by Terrence Beaman, Chief Financial Officer.

**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 May for FY2016.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

**ATTACHMENTS:**

- May FINAL monthly report (PDF)



# *City of Bellaire*

Monthly Financial Report  
for the period ending  
May 31, 2016

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)



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## City of Bellaire Finance

# MEMORANDUM

To: Paul A. Hofmann, City Manager

From: Terrence Beaman, Chief Financial Officer

Date: June 20, 2016

Subject: Financial Analysis for Month Ending May 31, 2016

### GENERAL FUND

#### General Fund Revenues:

FY 2016 Budget	Actual 05/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$19,047,107	\$16,551,343	\$16,311,702	\$239,641

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 eight months ending May 31, 2016 the City has collected 87% of its total budgeted revenues and is over its allocated budget for the eight months ending May 31, 2016 by \$239,641.

Approximately 97% of current property taxes are receipted in the months of November through February. The City has collected 98% of its current property tax revenue as of May 31, 2016. However, based on the allocated budget Property tax revenues are under by \$85,202.

Sales tax and Franchise fees are right in line with budget with collection rates at 68% and 69% through May. Sales tax revenue received through May is over the allocated budget by \$61,625. Franchise fees are under the allocated budget by \$23,101.

Permits, fees and licenses are over the allocated budget by \$75,863 due to a permit fee that was received in January for the Episcopal High School Athletic Facility for \$105,398.

All other revenues are on target.

#### General Fund Expenditures:

FY 2016 Budget	Actual 05/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$20,343,095	\$12,797,490	\$13,151,590	(\$354,100)

Salary and benefits are 73.0% of the general fund total budget for FY2016. As of May, salary and benefits are slightly under budget to actual at 62% expended.

Purchased services are under the allocated budget by \$126,225, however, are right on target with budget at 61%. This category is driven by routine and non-routine maintenance items as well as contract labor.

Supplies are under the allocated budget by \$13,676. This category includes fuel which has been fluctuating this fiscal year. 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. Other/transfers is over the allocated budget to due to a one-time overpayment in sales tax.

#### ENTERPRISE FUND

##### Enterprise Fund Revenues:

FY2016 Budget	Actual 05/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$7,746,600	\$4,675,535	\$4,841,220	(\$165,686)

Water revenues are below the allocated budget by \$63,714 and wastewater revenues are under the allocated budget by \$199. Rainfall through May totaled 66.55 inches compared to 54.59 inches in FY2015. Solid Waste fees are slightly above the allocated budget by \$6,291. Overall revenue collection in the Enterprise fund compared to the FY2016 adopted budget is on target at 60% of total collections.

**Enterprise Fund Expenditures:**

FY2016 Budget	Actual 05/31/2016	Allocated Budget	Over/(Under) Allocated Budget
\$8,726,146	\$5,530,099	\$5,622,908	(\$92,809)

Salary and benefits are under the allocated budget due to vacancies. The purchased services & supplies are under the allocated budget which is driven by the timeliness of when items are purchased.

Overall Enterprise Fund Line items are tracking right on target with budget with a total expended through May of 63%.

	FY2016	FY2015	FY2014	FY2013
Cumulative Rainfall thru May	66.55	37.50	21.81	20.43
Annual Rainfall		71.70	57.57	30.06



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

	May			Year to Date			
	FY 2016 Budget	Actual	% of Budget	Allocated Budget	Actual	Over/Under Allocation	YTD % to Budget
<b>Revenues</b>							
Property	11,359,339	38,307	0%	11,251,469	11,166,267	(85,202)	98%
Franchise Taxes	1,397,000	111,928	8%	983,257	960,156	(23,101)	69%
Sales Taxes	2,454,118	210,865	9%	1,608,000	1,669,625	61,625	68%
Permits, Fees, Licenses	1,082,550	75,555	7%	710,868	786,731	75,863	73%
PARD Charges and Fees	904,200	129,173	14%	517,804	617,243	99,439	68%
Public Safety	386,800	41,907	11%	264,587	323,835	59,248	84%
Fines	766,500	70,433	9%	532,589	524,298	(8,291)	68%
All Other	696,600	44,640	6%	443,128	503,188	60,060	72%
Total Operating Revenues	\$ 19,047,107	722,808	4%	16,311,702	16,551,343	239,641	87%
<b>Expenditures</b>							
Salary & Benefits	13,020,134	984,677	8%	8,463,915	8,091,361	(372,554)	62%
Purchased Services	3,708,907	272,754	7%	2,397,574	2,271,349	(126,225)	61%
Supplies	1,173,054	109,093	9%	711,254	697,578	(13,676)	59%
Other/Transfers	2,430,000	204,998	8%	1,568,000	1,726,356	158,356	71%
Capital Purchases	11,000	-	0%	10,847	10,847	-	100%
Total Operating Expenditures	20,343,095	1,571,522	8%	13,151,590	12,797,490	(354,100)	63%
<b>Net Revenues/(Expenditures)</b>	<b>\$ (1,295,988)</b>	<b>\$ (848,714)</b>	<b>\$ (0)</b>	<b>\$ 3,160,112</b>	<b>\$ 3,753,853</b>	<b>\$ 593,741</b>	
Audited Fund Balance 9/30/15	\$ 5,604,047						
FY 2016 Revenue Budget	19,047,107						
FY 2016 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)							

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	<b>FY 2016 Budget</b>	<b>YTD Unaudited Actual</b>
<b>Revenues</b>		
Property Taxes	5,883,026	5,798,946
Investment Earnings	3,000	5,141
Total Operating Revenues	5,886,026	5,804,088
Operating Transfer In	950,000	633,333
Bond Premium	.	.
<b>Total Revenues</b>	<b>\$ 6,836,026</b>	<b>\$ 6,437,421</b>
<b>Expenditures</b>		
Principal Payment	4,055,000	4,055,000
Interest Payment	2,768,026	1,399,340
Other Debt Expense	13,000	2,100
<b>Total Expenditures</b>	<b>\$ 6,836,026</b>	<b>5,456,440</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 980,981</b>
 Audited Fund Balance 9/30/15	 \$ 514,125	
FY 2016 Revenue Budget	6,836,026	
FY 2016 Expenditure Budget	6,836,026	
Projected Ending Fund Balance	<u>\$ 514,125</u>	

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	FY 2016 Budget	May		Year to Date			
		Actual	% of Budget	Allocated Budget	Actual	Over/Under Allocation	YTD % to Budget
<b>Revenues</b>							
Water	3,595,900	249,816	7%	2,121,245	2,057,531	(63,714)	57%
Wastewater	2,186,000	176,032	8%	1,438,645	1,438,447	(199)	66%
Solid Waste	1,666,000	140,011	8%	1,111,071	1,117,362	6,291	67%
All Other	298,700	6,213	2%	170,259	62,195	(108,063)	21%
<b>Total Revenues</b>	<b>\$ 7,746,600</b>	<b>\$ 572,072</b>	<b>7%</b>	<b>\$ 4,841,220</b>	<b>\$ 4,675,535</b>	<b>\$ (165,686)</b>	<b>60%</b>
<b>Expenditures</b>							
Salary & Benefits	1,811,916	119,189	7%	1,178,047	1,022,707	(155,340)	56%
Purchased Services	1,652,730	151,186	9%	999,093	977,808	(21,285)	59%
Supplies	2,565,400	295,921	12%	1,674,435	1,758,666	84,231	69%
Other	2,696,100	221,371	8%	1,771,333	1,770,917	(416)	66%
Total Expenditures	8,726,146	787,668	9%	5,622,908	5,530,099	(92,809)	63%
<b>Net Revenues/(Expenditures)</b>	<b>\$ (979,546)</b>	<b>\$ (215,596)</b>	<b>\$ (0)</b>	<b>\$ (781,688)</b>	<b>\$ (854,564)</b>	<b>\$ (72,876)</b>	

Working Capital 9/30/15	\$ 2,670,089
FY 2016 Revenue Budget	7,746,600
FY 2016 Expenditure Budget	8,726,146
Projected ending Working Capital	<u>\$ 1,690,543</u>

60 Day Fund Balance \$ 1,275,691  
(Includes only operating budget)

Working Capital (current assets minus current liabilities)

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	<b>FY 2016 Budget</b>	<b>May Actual</b>	<b>YTD Actual</b>	<b>Encumbrance</b>	<b>FY2016 Budget Balance</b>
<b>Revenues</b>					
Transfers - General	1,066,000	88,833	710,667		355,333
Transfers - Enterprise	542,000	45,167	361,333		180,667
<b>Total Operating Revenues</b>	<b>\$ 1,608,000</b>	<b>\$ 134,000</b>	<b>\$ 1,072,000</b>	<b>\$ -</b>	<b>\$ 536,000</b>
<b>Expenditures</b>					
Development Services	25,000	-	-	22,986	2,014
Fire	55,000	-	29,829	10,651	14,520
Police	300,000	2,030	145,037	111,885	43,078
Parks & Recreation	50,000	-	-	52,157	(2,157)
Public Works	265,000	86,400	86,400	164,815	13,785
Enterprise Public Works	520,000	-	-	441,857	78,143
<b>Total Capital Expenditures</b>	<b>\$ 1,215,000</b>	<b>\$ 88,430</b>	<b>\$ 261,266</b>	<b>\$ 804,351</b>	<b>\$ 149,383</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 393,000</b>	<b>\$ 45,570</b>	<b>\$ 810,734</b>	<b>\$ (804,351)</b>	<b>\$ 386,617</b>
 Audited Fund Balance 9/30/15	 \$ 419,975				
FY 2016 Revenue Budget	1,608,000				
FY 2016 Expenditure Budget	1,215,000				
Projected Ending Fund Balance	<u>\$ 812,975</u>				

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	<b>FY 2016 Budget</b>	<b>Carryover Funds/Budget</b>	<b>Total Funds/Budget</b>	<b>May 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	826,664		413,336
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	353,333		176,667
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		177,335		(177,335)
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>\$ 1,495,970</b>		<b>\$ 412,668</b>
<b>Projects</b>							
FY 2014 City Wide Beautification		5,721	5,721	-	5,721		-
FY 2014 Street & Drainage Reconstruction - Phase 5B*	614,057	386,862	1,000,919			995,465	5,454
FY 2015 Evelyn's Park	138,638	1,488,580	1,627,218	-		1,632,696	(5,478)
FY 2015 Municipal Rehab Projects	-	40,860	40,860	-	22,097		18,763
FY 2015 Park Improvements		279,568	279,568	-	211,173	10,430	57,965
FY 2015 Traffic Signal Maintenance		33,693	33,693		33,693		-
FY 2016 City Wide Beautification	300,000		300,000	8,750	8,750	17,500	273,750
FY 2016 Pavement Mgt Program	830,618		830,618		421		830,198
FY 2016 Playground/Shade Structure	70,000		70,000			69,990	10
FY 2016 PW Facilities Assessment	25,000	305,845	330,845		23,652	348	306,845
FY 2016 ROW	50,000		50,000				50,000
FY 2016 Storm Water Drainage	45,000		45,000	-	4,500	40,500	-
<b>Total General Projects</b>	<b>\$ 2,073,313</b>	<b>\$ 2,541,129</b>	<b>\$ 4,614,442</b>	<b>\$ 8,750</b>	<b>\$ 310,007</b>	<b>\$ 2,766,930</b>	<b>\$ 1,537,506</b>
FY 2013 Fine Screen Building		149,408	149,408	2,221	10,591	49,736	89,081
FY 2013 WWT Electrical		8,440	8,440			2,216	6,224
FY 2015 City Wide Scada System	150,000	94,500	244,500			90,950	153,550
FY 2015 Facility Water Barrier		33,000	33,000				33,000
FY 2015 Water/Sanitary Sewer Program		605,875	605,875	-	512,206	42,167	51,503
FY 2016 Rehab Renwick Ground Storage	55,000		55,000			43,265	11,735
FY 2016 Wendell-Bellaire Lift Station	55,000		55,000	-	21,655	10,495	22,850
FY 2016 WW Collection Line	20,000		20,000			19,750	250
FY 2016 WW System Upgrades	250,000		250,000	5,730	22,564	34,765	192,670
<b>Total Enterprise Projects</b>	<b>\$ 530,000</b>	<b>\$ 891,223</b>	<b>\$ 1,421,223</b>	<b>\$ 7,951</b>	<b>\$ 567,016</b>	<b>\$ 293,344</b>	<b>\$ 560,863</b>
<b>Total Expenditures/Encumbrances</b>	<b>\$ 2,603,313</b>	<b>\$ 3,432,352</b>	<b>\$ 6,035,665</b>	<b>\$ 16,701</b>	<b>\$ 877,023</b>	<b>\$ 3,060,274</b>	<b>\$ 2,098,369</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (694,675)</b>	<b>\$ 2,236,274</b>	<b>\$ 1,541,599</b>	<b>\$ 130,799</b>	<b>\$ 618,948</b>		

\*Pay as you Go portion of Bonds in Fund 620

Audited Fund Balance 9/30/15	\$ 5,668,626
FY 2016 Revenue Budget	1,908,638
FY 2016 Expenditure Budget	6,035,665
Projected Ending Fund Balance	<u>\$ 1,541,599</u>

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	Preliminary						FY 2016 Budget Balance
	FY 2016 Budget	Carryover Funds/Budget	Total Budget	May Actual	YTD Actual	Encumbrance	
<b>Revenues</b>							
Interest				4,764	30,872		(30,872)
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>\$ 4,764</b>	<b>\$ 30,872</b>		<b>\$ (30,872)</b>
<b>Projects</b>							
FY 2012 Drainage Phase 5		7,462,026	7,462,026	597,104	4,257,547	3,204,479	0
FY 2015 Drainage Phase 5B	7,910,187		7,910,187	210,322	210,815	7,699,372	0
FY 2013 New City Hall/Police/Municipal Court		812,611	812,611	16,860	85,836	695,202	31,573
FY 2015 Evelyn's Park		4,687,159	4,687,159	371,620	1,739,207	2,923,639	24,314
FY 2015 Nature Discovery Center		500,000	500,000	-	477	477	499,045
<b>Total Project Expenditures</b>	<b>7,910,187</b>	<b>13,461,796</b>	<b>21,371,983</b>	<b>1,195,905</b>	<b>6,293,881</b>	<b>14,523,170</b>	<b>554,932</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (7,910,187)</b>	<b>\$ 7,534,130</b>	<b>\$ (376,057)</b>	<b>\$ (1,191,142)</b>	<b>\$ (6,263,010)</b>		<b>\$ (585,804)</b>
Audited Fund Balance 9/30/15	\$ 20,995,926						
FY 2016 Revenue Budget	-						
FY 2016 Expenditure Budget	21,371,983						
Projected Ending Fund Balance	<u>\$ (376,057)</u>						

**Note to ending balance RBB funds from General CIP will be used to reconcile negative balance.**

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

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

	Preliminary						FY 2016 Budget Balance
	FY 2016 Budget	Carryover Funds/Budget	Total Budget	May Actual	YTD Actual	Encumbrance	
<b>Revenues</b>							
Metro Sales Tax	1,200,000	2,901,556	4,101,556	105,433	930,924	-	269,076
Interest	1,700		1,700	710	4,835		(3,135)
<b>Total Revenues</b>	<b>\$ 1,201,700</b>	<b>\$ 2,901,556</b>	<b>\$ 4,103,256</b>	<b>\$ 106,143</b>	<b>\$ 935,759</b>		<b>\$ 265,941</b>
<b>Projects</b>							
FY2014 City Wide Trip Hazard		471,331	471,331	-	98,431	372,900	-
FY2014 Sidewalk Projects		456,212	456,212	-	238,256	33,826	184,131
FY2015 Street Pavement Mgt Program	1,200,000	1,896,620	3,096,620	-	980,300	996,633	1,119,687
FY2015 Street Striping Program		75,793	75,793	-	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>-</b>	<b>1,348,122</b>	<b>1,446,577</b>	<b>1,305,256</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 1,700</b>	<b>\$ 1,600</b>	<b>\$ 3,300</b>	<b>\$ 106,143</b>	<b>\$ (412,363)</b>		
<b>Audited Fund Balance 9/30/15</b>	<b>\$ 2,901,556</b>						
FY 2016 Revenue Budget	1,201,700						
FY 2016 Expenditure Budget	4,099,956						
Projected Ending Fund Balance	<u><u>\$ 3,300</u></u>						

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

**CITY OF BELLAIRE  
CURRENT PROPERTY TAX COLLECTIONS  
FY 2013 - FY2016**

<u>Month</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</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	4,005,865
Mar	13,101,633	14,090,483	15,457,518	206,525
Apr	13,251,738	14,192,561	15,521,158	90,455
May	13,284,289	14,238,069	15,576,794	49,017
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	\$ 17,066,392
			% of Budget	99.63%
			% of Total Levy	99.22%
			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 Parcels LLC	Land/Improvements	49,900,289
KBS SOR 6565 6575 West Loop	Land/Improvements	40,675,000
BRI 1833 6330 LLC	Land/Improvements	39,319,862
Centerpoint Energy Inc.	Electric Utility	29,510,049
SBC Communications	Utility	28,734,297
CHP Houston Tx MOB Owner LLC	Land/Improvements	25,165,006
CHP Houston TX Hospital Land	Hospital	24,940,369
Pin Oak South Parcels LLC	Land/Improvements	19,941,588
5909-5959 Realty LTD	Land/Improvements	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: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 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	87	\$ 8,979,419	249	\$ 2,723,606	564	\$ 12,024,534
PO for \$5,000 - \$50,000	11	\$ 147,807	17	\$ 296,918	17	\$ 329,263	45	\$ 773,988
% of Total Purchase Orders	4.82%	45.97%	19.54%	3.31%	6.83%	12.09%	7.98%	6.44%
\$ 5,000 - \$ 25,000	11	\$ 147,807	14	\$ 173,228	14	\$ 200,346	39	\$ 521,381
\$ 25,001 - \$ 50,000	-	\$ -	3	\$ 123,690	3	\$ 128,917	6	\$ 252,607
	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	203	\$ 585,380	265	\$ 840,318	-	\$ -	468	\$ 1,425,698
PO for \$5,000 - \$50,000	19	\$ 260,345	17	\$ 179,478	-	\$ -	36	\$ 439,823
% of Total Purchase Orders	9.36%	44.47%	6.42%	21.36%	#DIV/0!	#DIV/0!	7.69%	30.85%
\$ 5,000 - \$ 25,000	16	\$ 165,797	16	\$ 153,317	-	\$ -	32	\$ 319,114
\$ 25,001 - \$ 50,000	3	\$ 94,548	1	\$ 26,160	-	\$ -	4	\$ 120,708
	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: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

# CITY OF BELLAIRE HOUSING INFORMATION FY2016

## May

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

<u>Price Range</u>	
\$ 0 - \$ 250,000	1
\$ 250,001 - \$ 500,000	37
\$ 500,001 - \$ 750,000	22
\$ 750,001 - \$ 1,000,000	44
> \$ 1,000,000	95
<b>Total Units For Sale *</b>	<b>199</b>

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

**For Sale as a % of Total Units** 3.31%

**Highest Listing Price - Home** \$ 3,388,888

**Lowest Listing Price - TH/Lot** \$ 249,900

**Houses for Lease \*** 51

**Highest Lease/Month** \$ 10,000

**Lowest Lease/Month** \$ 1,140

### 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
At Quarter End 03-31-16	2	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	51	30,521,794	598,467

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

\* Source: realtor.com 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: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

**CITY OF BELLAIRE**  
**SUMMARY OF SALES & MIXED BEVERAGE TAX**  
**FY2014 - FY2016**

<u>Payment</u>					
<u>Month</u>	<u>Period</u>		<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</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	253,419
Mar	Jan		180,302	175,468	176,377
Apr	Feb		168,270	168,824	171,712
May	Mar		189,723	201,769	210,865
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>		\$	<u>2,610,303</u>	<u>\$ 2,350,457</u>	<u>\$ 1,652,803</u>
<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	5,570
Jul	4th Qtr		5,341	6,004	-
<b>Sub-Total</b>			<u>19,053</u>	<u>23,389</u>	<u>16,820</u>
<b>Total</b>		\$	<u><u>2,629,356</u></u>	<u><u>\$ 2,373,846</u></u>	<u><u>\$ 1,669,623</u></u>

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

**CITY OF BELLAIRE  
SUMMARY OF FRANCHISE FEES  
FY2014 - FY2016**

	<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	\$ 549,072
<b>Gas</b>	144,037	123,933	72,057
<b>Telephone</b>	121,736	115,691	86,830
<b>Cable</b>	<u>308,268</u>	<u>328,259</u>	<u>252,198</u>
<b>Total</b>	<b><u>\$ 1,399,839</u></b>	<b><u>\$ 1,391,435</u></b>	<b><u>\$ 960,156</u></b>

Attachment: May FINAL monthly report (1910 : Monthly Financial Report for the Period Ending May 31, 2016)

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Presentation  
Department Head: Michelle Jordan  
DOC ID: 1956 A

**SCHEDULED  
INFORMATION ITEM (ID  
# 1956)**

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**Item Title:**

Presentation by Jeff Gerber, President and CEO, Pierce, Goodwin, Alexander, and Linville, concerning floor plan development, relationship to the park and other items associated with the Municipal Facilities Project; and consideration of and possible action to provide direction as appropriate - Submitted by Michelle Jordan, Project Manager.

**Background/Summary:**

Mr. Jeff Gerber, President and CEO of Pierce, Goodwin, Alexander and Linville (PGAL) will present and discuss with City Council the floor plan development, relationship of the buildings to park and other associated items related to the development of the new City Hall/ Civic Center and the Police/Municipal Courts buildings.

Over the past several months, Mr. Gerber and his staff have worked diligently with the City Council appointed Ad Hoc committee to ensure the direction provided by Council is satisfied. The Ad Hoc committee provided recommendations that were heard by Council at a prior Council Meeting, and those recommendations will continue to inform the design process. Mr. Gerber has also worked closely with the Police Department, Municipal Courts and City Hall staff to ensure the building floor plans and spaces adequately meet the needs of the community and the operational needs of each of the buildings.

The floor plans attached as part of this agenda statement have been reviewed extensively and are intended to be very close to the final construction documents. Minor revisions may still occur as structural and mechanical systems are designed for the buildings. Any changes that go beyond minor changes will impact the project schedule since the process is approaching the construction document phase of the project, and the development of those construction documents is the critical path. Decisions that may be made to alter overall program of spaces planned for the facilities are critical, and must be made immediately in order to protect the established schedule.

The schedule, as presented at the Town Hall Meeting on May 16, 2016, shows the construction document phase starting in June and being complete in December of 2016. Permitting, bidding, and contract approval by Council follow immediately behind that and are scheduled to be complete in March 2017 in order for construction start in April of 2017.

Mr. Gerber has been in communication with local communities and in the process of coordinating possible dates and locations for a Council tour of other municipal facilities.

**Previous Council Action Summary:**

On June 6, 2016, Bellaire City Council heard a presentation from Mr. Jeff Gerber, PGAL, regarding the recommendations of the Ad Hoc Municipal Facilities Committee and voted in support of the Committee's recommendations. Council also voted in support of the revised square footage and associated cost for the Police/ Municipal Courts building as presented by Mr. Gerber and recommended by Karl Miller, Director of Parks, Recreation and Facilities.

**Fiscal Impact:**

None

**Recommendation:**

Provide feedback and direction related to presentation.

**ATTACHMENTS:**

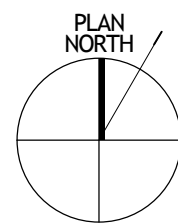
- Sheet- A2.01 - OVERALL FLOOR PLAN - LEVEL 1 (PDF)
- Sheet- A2.02 - OVERALL FLOOR PLAN - LEVEL 2 (PDF)
- COB\_CHCC\_aluong - Sheet - A11 - OP4C - SCHEMATIC PLANS (PDF)
- COB\_CHCC\_aluong - Sheet - A12 - OP4C - SCHEMATIC PLANS (PDF)




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DATE STAMP: 6/14/2016 10:20:24 AM



FLOOR PLAN - LEVEL 1 1/8" = 1'-0" 1



CLIENT  
  
**CITY OF BELLAIRE**  
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DRAWING HISTORY		
NO.	DATE	DESCRIPTION
A	10/14/2016	PD REVIEW

PROJECT NAME  
**CITY OF  
BELLAIRE  
POLICE AND  
COURTS  
BUILDING**

PROJECT LOCATION  
5110 JESSAMINE ST.,  
BELLAIRE, TEXAS,  
77401

PROJECT NUMBER  
1002457

SHEET TITLE  
OVERALL FLOOR  
PLAN - LEVEL 1

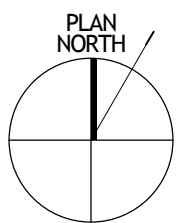
SHEET NUMBER  
**A2.01**



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DATE STAMP: 6/14/2016 10:20:40 AM



FLOOR PLAN - LEVEL 2 1/8" = 1'-0" 1



CLIENT



CITY OF BELLAIRE

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DRAWING HISTORY

NO.	DATE	DESCRIPTION
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PROJECT NAME

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BELLAIRE  
POLICE AND  
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BUILDING

PROJECT LOCATION

5110 JESSAMINE ST.,  
BELLAIRE, TEXAS,  
77401

PROJECT NUMBER

1002457

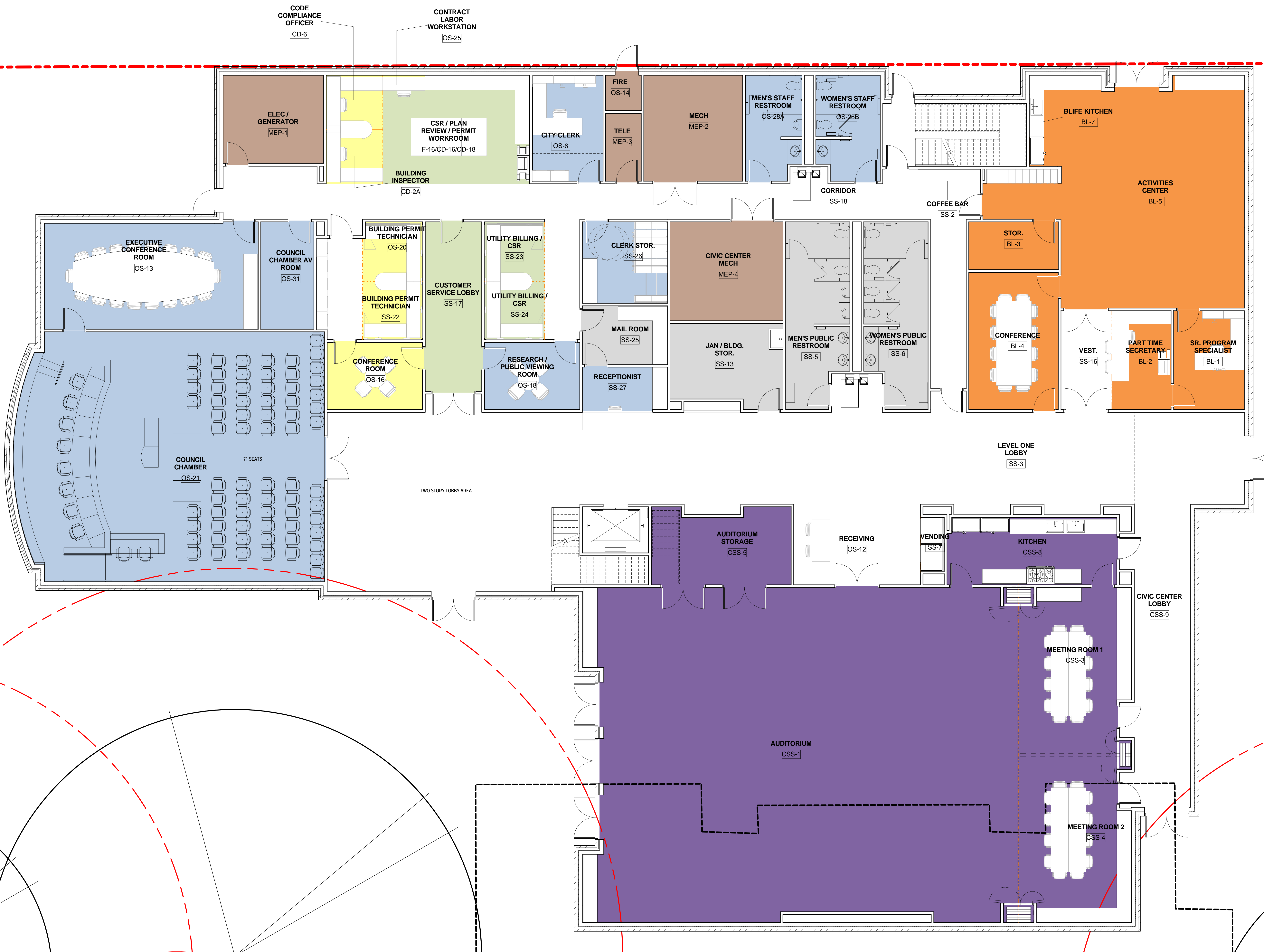
SHEET TITLE

OVERALL FLOOR  
PLAN - LEVEL 2

SHEET NUMBER

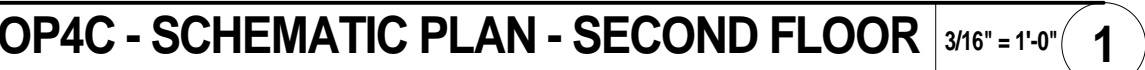
A2.02





op.4c level 1 3/16" = 1'-0" 1

# CITY HALL / CIVIC CENTER OP4C - SCHEMATIC PLANS







# CITY OF BELLAIRE TEXAS

## MAYOR AND COUNCIL

MAY 16, 2016

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE  
BELLAIRE, TX 77401

### REGULAR SESSION - 6:00 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 6:00 p.m. on Monday, May 16, 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 of the members of City Council was present 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 present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

\*Michael Fife, Council Member, arrived shortly after the meeting was called to order at 6:02 p.m.

#### B. Inspirational Reading and/or Invocation - Roman F. Reed, Mayor Pro Tem.

**Roman F. Reed, Mayor Pro Tem**, provided the inspirational reading for the evening.

#### C. Pledges of Allegiance - Roman F. Reed, Mayor Pro Tem.

**Roman F. Reed, Mayor Pro Tem**, led the members of the City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

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

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

**Andrew S. Friedberg, Mayor**, noted that the first meeting of the evening's Regular Session was a Town Hall Meeting. He indicated that City Council was excited to see the updated designs and elevations for the City's new municipal facilities and to receive

Minutes Acceptance: Minutes of May 16, 2016 6:00 PM (Approval of Minutes:)

public input on them.

Mayor Friedberg expressed the City's appreciation to the members of the Ad Hoc Municipal Facilities Committee ("Committee") for their hard work and efforts in a very short period of time. Each member was individually recognized as follows: Dee Avioli, Todd Blitzler, Christopher Butler, Ron Fash, Jimmy Griffin, Paul Katz, Michael Shirley, and former member Dawn Hawley. Council Liaison Gus E. Pappas and Architect Jeff Gerber were also recognized and thanked for their hard work.

The charge of the Committee was outlined by Mayor Friedberg as follows: to provide input and recommendations regarding the style of architecture, including exterior finishes, and further recommendations including, but not limited to, the exact location and orientation of buildings within the approved site plan, and recommendations regarding parking, layout of buildings, and programming.

Mayor Friedberg advised that the Committee maintained an aggressive pace and completed its charge right on schedule.

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

**Paul A. Hofmann, City Manager**, summarized the procedure for the Town Hall Meeting on the City's Municipal Facilities Project.

#### **C. Presentation:**

Presentation of updated design and elevations for new municipal facilities (City Hall/Civic Center Building and Police/Court Building), as informed and recommended by the Ad Hoc Municipal Facilities Committee - Presented by Jeff Gerber, AIA, LEED AP, Chief Executive Officer of Pierce Goodwin Alexander and Linville (PGAL).

**Jeff Gerber, AIA, LEED AP, Chief Executive Officer of Pierce Goodwin Alexander and Linville (PGAL)**, agreed with Mayor Friedberg that the Ad Hoc Municipal Facilities Committee (the "Committee") did great work and put in a great deal of effort. Architect Gerber indicated that he hoped that the community would be pleased with the progress made to date.

Architect Gerber presented a site plan very similar to the site plan presented at the State of the City Address in February of 2016. The City Hall/Civic Center was located along the edge of Loftin Park facing South Rice Avenue with a surface parking lot also located off of South Rice Avenue. The Police/Municipal Courts building faced Jessamine Street between the Central Water Plant and Jessamine Baseball Field.

Campus images were provided with various views from South Rice Avenue and Jessamine Street, as well as blocking plans for the first and second floors of the City Hall/Civic Center and the Police/Municipal Courts building.

Architect Gerber advised that the Committee recommended low-sloped roofs, which helped keep the scale of the buildings down as well. Materials recommended for the exterior of the buildings were red brick and cast stone. With respect to interior design, the lobbies of both buildings were reviewed by the Committee. Renderings of the City Hall lobby, Council Chamber, Police/Municipal Courts lobby, and the Court Room were provided.

With respect to project scheduling, Architect Gerber advised that upon approval

by City Council, full project design could occur from June 2016 to December 2016.

**Mayor Friedberg** thanked Architect Gerber for his presentation and continued to agenda item I. D, Public Comment.

**D. Public Comment.**

**Mayor Friedberg** recognized speakers who had completed a sign-up sheet prior to the commencement of the Town Hall Meeting. He advised that each speaker would have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute was left.

**Mary Montague:**

Mrs. Montague indicated that she wished to personally thank Mr. Gerber and every member of the Ad Hoc Municipal Facilities Committee who gave so generously of their time and their talents. She advised that a marvelous job had been done on the project.

**Dee Avioli:**

Mrs. Avioli advised that she had been a member of both Ad Hoc Municipal Facilities Committees (1 and 2) and indicated that it had been a pleasure to serve. She asked members of City Council and citizens to carefully review the floor plans for the municipal facilities, especially the second floor and, more specifically, the idea of having a shower facility on the second floor in a building which was not a call center or a dispatch center.

**Dana Guefen:**

Ms. Guefen addressed City Council, noting that she had the privilege of attending a meeting of the Ad Hoc Municipal Facilities Committee during the prior week. Subsequent to that meeting, Ms. Guefen had several questions regarding the endurance and safety of a protruding canopy unsupported by pillars at the City Hall/Civic Center building and disability access in the City Hall/Civic Center building and Police and Municipal Courts building (i.e., number of entrances and bathrooms that could accommodate disabled citizens).

**Lynn McBee:**

Ms. McBee addressed City Council and indicated that the light finishes made the facilities look like a hospital and the red brick exterior was common and unimaginative, in her opinion. She expressed dissatisfaction that podium parking was not considered and advised that the recommended parking was not adequate in her opinion. She stated that a bulletin board for legal postings was recommended for the back of the building rather than the front of the building and that no accommodation or mention had been made for an electronic sign in front of the building to be seen as one drove or walked by the facility. In closing, Ms. McBee suggested forgetting about a shower in the facilities.

**John Monday:**

Mr. Monday addressed City Council, noting that there were many questions this evening related to details that the Town Hall Meeting should accomplish. One would be an internal discussion among members of City Council that the Ad Hoc Municipal Facilities Committee should continue to help guide and shape the smaller elements and components of this particular design.

**E. Adjourn.**

**Mayor Friedberg** announced that the Town Hall Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 6:42 p.m. on Monday, May 16, 2016.

**II. 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 6:42 p.m. on Monday, May 16, 2016. The Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

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

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

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

**B. Recognition of Proclamations - Andrew S. Friedberg, Mayor.**

1. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 15-21, 2016, as "Emergency Medical Services Week" in the City of Bellaire, Texas, in recognition of the value and the accomplishments of emergency medical services providers - Requested by Darryl Anderson, Fire Chief.

**Mayor Friedberg** read a proclamation he had issued proclaiming the week of May 15-21, 2016, as "Emergency Medical Services Week" in the City of Bellaire, Texas, in recognition of the value and the accomplishments of emergency medical services providers.

**Alton Moses, Assistant Fire Chief and Fire Marshal**, of the Bellaire Fire Department accepted the proclamation on behalf of the Emergency Medical Services Division.

2. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 15-21, 2016, as "National Police Week" in the City of Bellaire, Texas, in recognition and appreciation of the services provided by law enforcement officers and to honor those that have made the ultimate sacrifice for the community - Requested by Byron Holloway, Chief of Police.

**Mayor Friedberg** read a proclamation he had issued proclaiming the week of May 15-21, 2016, as "National Police Week" in the City of Bellaire, Texas, in



recognition and appreciation of the services provided by law enforcement officers and to honor those that had made the ultimate sacrifice for their communities.

The proclamation was accepted on behalf of the Bellaire Police Department by the following officials: **Byron Holloway, Chief of Police; Michael Leal, Assistant Chief of Police; Jeff Cotton, Lieutenant; April Delgado, Patrol Officer; and Chase Licchetto, Patrol Officer.**

3. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 15-21, 2016, as "National Public Works Week," and encouraging our residents to join in paying tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they have made to our health, safety, welfare, and quality of life - Requested by Brant Gary, Director of Public Works.

**Mayor Friedberg** read a proclamation he had issued proclaiming the week of May 15-21, 2016, as "National Public Works Week" in honor and tribute of the substantial contributions made to the health, safety, welfare, and quality of life in the community by public works professionals, engineers, managers, and employees.

**Brant Gary, Director of Public Works,** accepted the proclamation on behalf of the Bellaire Public Works Department.

### C. Personal/Audience Comments.

#### Barbara Jerige:

Mrs. Jerige addressed City Council regarding her residence, which was located directly behind Evelyn's Park. She advised that after being promised that utilities for Evelyn's Park would be located underground, two telephone poles and a hole in the concrete appeared beside her home a few months ago. Mrs. Jerige and her husband were told by City officials on May 13<sup>th</sup> that an electrical pole with aboveground high voltage power lines and transformers would be installed by their home. Mrs. Jerige expressed concern and disappointment as she and her husband had purchased their home on the premise that they would never have aboveground utilities.

Mrs. Jerige continued and requested that City Council consider the many real damages that were being caused to her neighborhood by Evelyn's Park, and urged them to put the utilities for Evelyn's Park underground as promised.

#### Andrew Jerige:

Mr. Jerige addressed City Council regarding the same issues raised by Mrs. Jerige. He urged City to put the utilities for Evelyn's Park underground. Additionally, he provided several slides to City Council showing the east side of Evelyn's Park and electrical transformers that were already available for use (as opposed to installing new aboveground utilities on the west side of Evelyn's Park).

In closing, Mr. Jerige stated that Evelyn's Park was supposed to be a good neighbor; however, a number of issues were still unresolved, such as parking, security, and noise.

#### Lou Waters:

Mr. Waters addressed City Council and indicated that he had great respect for the Jeriges; however, quotes had been attributed to him that were factually untrue and he

would appreciate accurate quotes.

**Jim Avioli:**

Mr. Avioli addressed City Council and expressed his disappointment that the Mayor and City Council had not given residents the opportunity to say everything they needed to say during the Town Hall Meeting.

Also of concern to Mr. Avioli was a report he had seen regarding recommended significant increases in water rates for the City. He urged City Council to carefully reconsider making such increases.

**Dana Guefen:**

Ms. Guefen addressed City Council and restated some of her concerns regarding the Municipal Facilities Project, such as endurance and wind speed tolerance with respect to a proposed protruding canopy at the entrance to the City Hall/Civic Center building. Also of concern was the amount of glass or windows in the buildings which could be damaged from activities in the park and baseball field.

Ms. Guefen concluded and spoke in favor of showers, and possibly bunk beds, for public servants that might need to shelter onsite.

**Lynn McBee:**

Ms. McBee addressed City Council and referenced a "notify me" she had received warning of construction work on Newcastle Street related to drainage. She expressed concern that she had posed several questions related to the construction work and previous drainage projects completed in the area and was told that additional research needed to be done. She had not received a response to her inquiry to date.

Ms. McBee, in closing, referenced zoning regulations. She advised that the intent of such regulations was to protect residential from nonresidential uses. She expressed concern that Evelyn's Park and other City parks did not have to observe the City's zoning regulations, noting that residents living next to a City facility paid a price because zoning was not observed, in her opinion.

**Jill Almaguer:**

Ms. Almaguer addressed City Council and thanked the Mayor for the proclamations he had issued this evening. She continued and encouraged City Council to consider safety, disaster planning, and emergency management as they considered the new municipal facilities.

In closing, Ms. Almaguer advised that the Ad Hoc Municipal Facilities Committee had done a wonderful job. She indicated that she hoped the City Council had gotten input from departments, such as the police, emergency medical services, and fire, and that concerns that had been expressed would be taken into account.

**D. 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

May 16, 2016, to members of the City Council.

The City Manager's Report included an overview of communications made to residents during the previous week. Communications included notice of the closure of Newcastle Street for sanitary and storm sewer drainage repairs; an update on the City's mosquito control program; details regarding a community cleanup event; and a reminder for an upcoming Wine, Dine & Design event benefiting Evelyn's Park.

Personnel updates included one new hire for the Public Works Department, Rodney Stubblefield, as well as promotions for Alia Williams, the City's new Building Inspector, and Jennifer Bunch, the City's Interim Aquatic Supervisor. Also of note was the announced retirement of long-time Public Works employee Chester Smith on May 20, 2016, and the award of a Bachelor's Degree to Chief of Police Byron Holloway from Midwestern State University.

Field updates included weather-related impacts to the construction schedule for Evelyn's Park, utility possibilities and plans for Evelyn's Park, and an overview of the City's storm event response on May 14th.

In closing, City Manager Hofmann provided calendar reminders and an overview of upcoming City Council meetings and agenda items.

**Mayor Friedberg** opened the floor for questions from the City Council. Following questions, Mayor Friedberg continued to agenda item II. D(2).

2. Monthly Financial Report for the Period Ending April 30, 2016 - Submitted by Terrence Beaman, Chief Financial Officer.

**Terrence Beaman, Chief Financial Officer** ("CFO"), presented the Monthly Financial Report for the City of Bellaire, Texas, for the period ending April 30, 2016, to members of City Council. The report included an overview of the revenues collected and expenditures made during the month for the City's General Fund, Enterprise Fund, and the Debt Service Fund.

CFO Beaman estimated that all departments would spend their entire budget by the end of the fiscal year. He also advised that revenues for the Enterprise Fund would come in close to the amount budgeted by the end of the fiscal year. He concluded and indicated that he would continue to provide monthly reports to the City Council on unexpected variances.

**Mayor Friedberg** opened the floor for questions from members of the City Council. Following questions, Mayor Friedberg continued to agenda item II. E(1).

## **E. New Business:**

### **1. Consent Agenda:**

Items set out in the consent agenda are considered routine and are recommended for approval by the passage of a single motion, without discussion or debate, that the consent agenda be adopted. Upon request of any member of City Council, items shall be 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 Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, May 2, 2016 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - May 2, 2016 6:00 PM

**b. Elm Street Speed Humps:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, relating to the establishment of permanent speed humps along the 4700 to 5000 blocks of Elm Street - Submitted by Brant Gary, Director of Public Works.

**c. Clerk Compensation:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending Ordinance Nos. 09-073 and 15-024 for the purpose of increasing the City Clerk's annual compensation as a result of the City Clerk's annual performance review - Requested by Andrew S. Friedberg, Mayor.

After reading the captions for the three items on the May 16, 2016, Consent Agenda, **Mayor Friedberg** inquired as to whether any member of City Council wished to remove an item or items from the Consent Agenda.

**Gus E. Pappas, Council Member**, asked for separate consideration of item b., indicating that he wished to ask a question regarding the item.

**Mayor Friedberg** proceeded and entertained a motion to consider the remaining two items, a. and c., setting aside item b. For individual consideration.

**Motion:**

**To adopt items a. and c. on the Consent Agenda dated May 16, 2016.**

<b>RESULT:</b>	<b>APPROVED [7 TO 0]</b>
<b>MOVER:</b>	Roman F. Reed, Mayor Pro Tem
<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

**Separate Consideration of Item b.:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, relating to the establishment of permanent speed humps along the 4700 to 5000 blocks of Elm Street - Submitted by Brant Gary, Director of Public Works.

**Motion:**

Minutes Acceptance: Minutes of May 16, 2016 6:00 PM (Approval of Minutes:)

**To adopt the ordinance as presented.**

**Mayor Friedberg** opened the floor for questions and discussion related to the agenda item. Discussion ensued among members of City Council for a period of time when a motion to end debate was offered by Roman F. Reed, Mayor Pro Tem.

**Motion:****To call the question.**

<b>RESULT:</b>	<b>APPROVED [6 TO 1]</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
<b>NAYS:</b>	Montague
<b>ABSENT:</b>	None

Following the motion calling the question, action was immediately taken on the motion on the floor, which was to adopt the ordinance as presented.

<b>RESULT:</b>	<b>ADOPTED [6 TO 1]</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
<b>NAYS:</b>	Montague
<b>ABSENT:</b>	None

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

- a. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, to join with the City of Houston, Texas in a coalition of cities interested in the conduct of the proceedings regarding the filing by CenterPoint Energy Houston Electric, LLC ("CenterPoint Houston") of an Application for Approval of a Distribution Cost Recovery Factor ("DCRF") with the Public Utility Commission of Texas ("Commission ") under Docket No. 45747 and to authorize the coalition to intervene on behalf of the participating municipalities - Submitted by Terrence Beaman, Chief Financial Officer.

**Terrence Beaman, Chief Financial Officer ("CFO")**, introduced a resolution that would allow the City of Bellaire to join a coalition of Houston area cities to review and understand the distribution cost recovery factor ("DCRF") amendment requested by CenterPoint Energy Houston Electric, LLC ("CenterPoint Houston").

CFO Beaman indicated that on April 4, 2016, an application was filed on behalf of CenterPoint Energy Houston with the Public Utility Commission of Texas for approval of an amended DCRF. As a result, eight cities within the area had joined together, following the lead of the City of Houston, to create a coalition to speak on behalf of the cities to review the actual DCRF proceedings going forward.

CFO Beaman concluded by requesting favorable Council consideration of the proposed resolution.

**Mayor Friedberg** opened the floor for questions and noted that a motion was also in order.

**Motion:**

**To adopt the resolution as presented.**

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

- b. Consideration of and possible action on the adoption of a ordinance of the City Council of the City of Bellaire, Texas, denying the application of Centerpoint Energy Houston Electric, LLC, for approval to amend its Distribution Cost Recovery Factor - Submitted by Terrence Beaman, Chief Financial Officer.

**Motion:**

**To adopt the ordinance as presented.**

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

- 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, an Engagement Letter with Whitley Penn, LLP, Certified Public Accountants, for purposes of providing independent financial audit services for the City of Bellaire, Texas, for the fiscal year ended September 30, 2016 (FY2016) with annual options to audit the City's financial statements for each of the four (4) subsequent fiscal years - Submitted by Diane K. White, Assistant City Manager.

Prior to a presentation of the audit selection process and related recommendation of the Staff Audit Selection Team, **Mayor Friedberg** advised that the voting members of the Audit Finance Board (consisting of himself, Council Member David R. Montague, Council Member Gus E. Pappas,

and Citizen Appointee Pat D. Lunn) met, heard the recommendation of the Staff Audit Selection Team, and unanimously recommended that City Council approve the engagement of Whitley Penn, LLP, Certified Public Accountants, for audit services.

**Diane K. White, Assistant City Manager** ("ACM"), provided an overview of the audit selection process followed by the Staff Audit Selection Team (consisting of Bill Mize, Finance Manager; Jim Harrison, Senior Accountant; and Diane K. White, Assistant City Manager).

It was noted that a "Request for Proposals" or RFP was issued by the City on February 23, 2016, for the purpose of selecting a potential new auditor. Seven firms responded to the RFP. The Staff Audit Selection Team reviewed, evaluated, and scored all seven proposals independently. The seven respondents were subsequently dwindled down to the top three. Following interviews, reference checks, and reviews of webcasts of the top three, the Staff Audit Selection Team recommended the engagement of Whitley Penn, LLP, Certified Public Accountants, for audit services. The recommendation was presented to the Audit Finance Board on April 26, 2016, and received unanimous support.

In closing, ACM White recommended that City Council adopt the ordinance as presented in their agenda packet to engage Whitley Penn, LLP, Certified Public Accounts, for an annual fee not to exceed \$38,000.00.

**Motion:**

**To adopt the ordinance as presented to engage Whitley Penn, LLP, for audit services.**

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

- d. Consideration of and possible adoption of a resolution of the City Council of the City of Bellaire, Texas, affirming the City of Bellaire's commitment to citywide beautification planning, funding, and implementation - Submitted by Paul A. Hofmann, City Manager.

**Mayor Friedberg**, by way of introduction, advised that during the May 5th Pre-Budget Planning Retreat, the City Council discussed beautification and related topics, such as city image, branding, and wayfinding. That discussion led to a consensus of the City Council that a resolution be prepared and placed on an upcoming agenda for consideration.

**Motion:**

**To adopt the resolution as presented.**

**{Moved by Pat B. McLaughlan, Council Member, and seconded by Roman F. Reed, Mayor Pro Tem}**



**Pat B. McLaughlan, Council Member**, spoke to his motion, indicating that he had made the motion to initiate a general discussion from the table.

**Mayor Friedberg** opened the floor for discussion. Following discussion, a motion to refer the matter to a committee was offered and seconded.

**Motion to Refer to Committee:**

**Michael Fife, Council Member**, spoke to her motion, indicating that she wished to see a more complete list of items that had been funded, proposed to be funded, and proposed (but unfunded, at this point in time) in the resolution document.

Following further discussion, action was taken on the Motion to Refer to Committee.

<b>RESULT:</b>	<b>APPROVED [4 TO 3]</b>
<b>MOVER:</b>	Michael Fife, Council Member
<b>SECONDER:</b>	David R. Montague, Council Member
<b>AYES:</b>	Pollard, Pappas, Fife, Montague
<b>NAYS:</b>	Friedberg, Reed, McLaughlan
<b>ABSENT:</b>	None

**Mayor Friedberg** suggested that a motion was in order for the purpose of defining the Council committee.

**Motion:**

**The committee to which this matter will be referred shall be comprised of three or fewer City Council members.**

Mayor Friedberg asked for volunteers to constitute the Council committee. Three members volunteered to do so as follows: Michael Fife, Pat B. McLaughlan, and David R. Montague. Mayor Friedberg inquired as to whether there was any objection to the motion being restated to identify the three members constituting the committee.

After noting no objections, Mayor Friedberg inquired as to a timeframe for the committee's work. The members who had volunteered to serve on the Council committee indicated that the matter could be handled expeditiously. Mayor Friedberg, noting no objections, restated the motion as follows:

**Motion, as restated:**

**The committee to which this matter will be referred will be comprised of Council Members Michael Fife, Pat B. McLaughlan, and David R. Montague, and said committee to report back to Council at its meeting on June 6<sup>th</sup>.**

<b>RESULT:</b>	<b>APPROVED [7 TO 0]</b>
<b>MOVER:</b>	Michael Fife, Council Member

<b>SECONDER:</b>	Trisha S. Pollard, Council Member
<b>AYES:</b>	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
<b>NAYS:</b>	None
<b>ABSENT:</b>	None

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

- a. Consideration and possible action to provide further direction to the City Manager regarding the placement of the temporary Public Works Service Center Building - Submitted by Brant Gary, Director of Public Works.

**Brant Gary, Director of Public Works**, provided a brief overview of the agenda item requesting additional authorization for the temporary public works facility.

It was noted that at the December 7th City Council meeting, direction was provided to staff on three points as follows: (1) to demolish the existing Public Works Service Center (Administration Building); (2) to allow the placement of a temporary building at the site of the existing Public Works Service Center; and (3) to continue to evaluate the site regarding flooding issues.

Director Gary advised that the third point was the impetus for the agenda item this evening. Since Memorial Day of 2015, the Public Works Department had observed the site flood again. Staff came to the conclusion that there were many decisions and a great deal of analysis that needed to take place regarding the feasibility of the site for a future permanent home for the Administration Building. It did not seem logical that the site, as it existed, would be a suitable place for a new Administration Building, as major modifications would need to be made to the site to make it suitable.

The agenda item this evening requested additional consideration to allow for the temporary building to be placed at the Public Works Department's current pipe yard location. It was still relatively close to the existing facilities and although the property was low, it was a few feet higher than the current Administration Building site.

Director Gary advised that the Public Works Department would use the opportunity to really look at the current pipe yard as a possible location for a future permanent building, as well as to re-purpose the site. For example, current disruptive (loud) activities could be shifted to the current Administration Building site further away from residences.

**Mayor Friedberg** opened the floor for questions from City Council and noted that motions were in order at this time as well.

Following questions from members of the City Council, a motion was offered and seconded for consideration.

#### **Motion:**

**To adopt the recommendation.**

**David R. Montague, Council Member**, spoke to his motion and indicated

that he felt the recommendation was well thought out.

Questions and discussion ensued among members of the City Council and Director Gary related to the subject of the motion. Following questions and discussion, action was taken on the motion.

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

- b. Consideration of and possible action on providing direction to staff to draft an ordinance for future City Council consideration on requiring sidewalk construction for all new single-family residences - Submitted by Trisha S. Pollard, Council Member.

**Motion:**

**To direct the City Manager to draft an ordinance for Council consideration that would require the installation of sidewalks during the construction of new single-family homes or allow a fee in lieu of sidewalks in specific situations where a complete or near complete sidewalk exists currently on the opposite side of the street as determined by the Public Works Department.**

**Trisha S. Pollard, Council Member**, provided a brief overview of the agenda item before City Council. She noted that the agenda statement provided detail as to the history of sidewalks and various iterations of previous sidewalk requirements. Council Member Pollard stated that the bottom line was the foregone opportunities--the number of homes that should have built sidewalks, but did not during the time the previous ordinances was suspended. That number was noted to be approximately 1,565 homes. In summary, almost 1,600 of the City's 6,000 homes could have had sidewalks today if the sidewalk requirement had always been in effect.

Council Member Pollard concluded and advised that her motion would get the sidewalk requirement ordinance back on track.

**Mayor Friedberg** opened the floor for discussion and questions related to the motion. Following discussion and questions, action was taken on the motion.

<b>RESULT:</b>	<b>APPROVED [4 TO 3]</b>
<b>MOVER:</b>	Trisha S. Pollard, Council Member
<b>SECONDER:</b>	Roman F. Reed, Mayor Pro Tem
<b>AYES:</b>	Reed, Pollard, McLaughlan, Fife
<b>NAYS:</b>	Friedberg, Pappas, Montague

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

Community interest items from the Mayor and City Council included expressions of thanks to Council Liaison Gus E. Pappas and all of the members of the Ad Hoc Municipal Facilities Committee for their hard work and a terrific job on the Municipal Facilities

Project; expressions of thanks to the Environmental and Sustainability Board and the Bellaire Public Works Department on their successful recycling event; expressions of thanks to Council Members Trisha S. Pollard and David R. Montague for their participation in a street cleanup project organized by resident and former Council Member Peggy Faulk; expressions of thanks to Mrs. Shields' First Grade Class at Horn Elementary School for their warm welcome of Mayor Andrew S. Friedberg during a recent visit; expressions of congratulations to Mayor Pro Tem Roman F. Reed's son on his recent graduation from the University of Houston Law School; and expressions of condolences to the family of former Police Chief Jerry Loftin who, along with his wife, former City Clerk Roena Loftin, were long-time volunteers and leaders in the community.

#### **G. Adjourn.**

**Mayor Friedberg** announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 9:44 p.m. on Monday, May 16, 2016.

Minutes Acceptance: Minutes of May 16, 2016 6:00 PM (Approval of Minutes:)



# CITY OF BELLAIRE TEXAS

## MAYOR AND COUNCIL

JUNE 6, 2016

**Council Chamber and Council Conference Room  
5:30 PM**

**Regular Session**

**7008 S. RICE AVENUE  
BELLAIRE, TX 77401**

### REGULAR SESSION - 5:30 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 5:30 p.m. on Monday, June 6, 2016. The Regular Session 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 was present consisting of the following members of the City Council:

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 present were Paul A. Hofmann, City Manager, and Tracy L. Dutton, City Clerk. Alan P. Petrov, City Attorney, was present for the Public Hearing (Specific Use Permit Request) and Regular Meeting.

\*Roman F. Reed, Mayor Pro Tem, and Trisha S. Pollard and Pat B. McLaughlan, Council Members, arrived shortly after the call to order and participated in the remainder of the meeting.

#### B. Board and Commission Interviews:

Interview, discussion, and evaluation of applicants interested in filling a two-year term on one or more of the following City of Bellaire boards and commissions: Board of Adjustment, Building and Standards Commission, Cultural Arts Board, Environmental and Sustainability Board, Evelyn's Park Conservancy Board, LIFE Advisory Board, Parks and Recreation Advisory Board, and Planning and Zoning Commission - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

**Mayor Friedberg** announced that the members of the City Council would convene in the Council Conference Room to conduct interviews of applicants interested in serving on the City's boards and commissions. He reminded members of the public that the interviews were to be conducted in open session,

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and all were invited to joint Council in the Conference Room if they wished to attend.

Applicants were interviewed in the order listed in the table below.

Time	Applicant	Area(s) of Interest*
5:30 p.m. - 5:45 p.m.	Johanna Moran	ESB (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> )
5:45 p.m. - 6:00 p.m.	Diane Roberts	CAB (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); EPCB (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )
6:00 p.m. - 6:15 p.m.	James P. "Jim" Avioli, Sr.	AFB (1 <sup>st</sup> ); BOA (2 <sup>nd</sup> )
6:15 p.m. - 6:30 p.m.	George Williams	ESB (1 <sup>st</sup> ); PRAB (2 <sup>nd</sup> )
6:30 p.m. - 6:45 p.m.	Michael D. "Mike" Axelrad	PZC (1 <sup>st</sup> )
6:45 p.m. - 7:00 p.m.	Carmen Ulabarro	BSC (1 <sup>st</sup> ); LIFE (2 <sup>nd</sup> ); PZC (3 <sup>rd</sup> )
7:00 p.m. - 7:15 p.m.	Ayobamidele G. Bello	BSC (1 <sup>st</sup> ); ESB (2 <sup>nd</sup> ); PZC (3 <sup>rd</sup> ); PRAB (4 <sup>th</sup> )

**\*Legend:**

Acronym	Board or Commission
AFB	Audit Finance Board
BOA	Board of Adjustment
BSC	Building and Standards Commission
CAB	Cultural Arts Board
ESB	Environmental and Sustainability Board
EPCB	Evelyn's Park Conservancy Board
LIFE	L.I.F.E. Advisory Board
PRAB	Parks and Recreation Advisory Board
PZC	Planning and Zoning Commission

At the conclusion of the interviews, members of the City Council discussed and evaluated the board and commission applicants interviewed and then reconvened into the Council Chamber at 7:27 p.m. on Monday, June 6, 2016.

**C. Inspirational Reading and/or Invocation - Trisha S. Pollard, Council Member.**

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

**D. Pledges of Allegiance - Trisha S. Pollard, Council Member.**

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

**I. PUBLIC HEARING (SPECIFIC USE PERMIT REQUEST)**

**A. Reading of the Notice of the Public Hearing - Tracy L. Dutton, City Clerk.**

**Tracy L. Dutton, City Clerk**, read the "Notice of Public Hearing" (the "Notice") into the record. She advised that the Notice was published in the legal notices section of the Southwest News on May 17, 2016, and posted on the City's official bulletin board on May 18, 2016. The Notice was also mailed on May 18, 2016, to property owners of record within 500 feet of the site of the specific use permit request.

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

**Paul A. Hofmann, City Manager**, summarized the public hearing procedure for the evening.

**C. Presentation of Proposal:**

Public Hearing on an application and request submitted by Veritas Christian Academy of Houston, for a specific use permit to allow for the operation of a school (previously used as a church) on the property addressed as 7000 Ferris Street, Bellaire, Harris County, Texas, in the R-4 Zoning District - Submitted by John McDonald, Director of Development Services, on behalf of the Veritas Christian Academy of Houston.

**Donald Grieb, Jr.**, Member of the Facilities Committee for Veritas Christian Academy of Houston ("Veritas"), presented the application submitted by Veritas, 7000 Ferris Street, Bellaire, Texas, to the City of Bellaire, Texas, for a specific use permit to allow for the operation of a school, at a location previously used as a church, within a residential district (R-4 Residential Zoning District).

Mr. Grieb advised that Bellaire Central Baptist Church (located on Mapleridge Street) gifted their property, which had historically been the home of the Bellaire Central Baptist Church, to Houston Baptist University ("HBU") in March of 2013. Veritas held a long-term lease as a tenant on the property with Bellaire Central Baptist Church for the operation of a school. Following the gifting of the property, Veritas and HBU held negotiations regarding the lease.

Mr. Grieb advised further that although Veritas continued to remain at the location as a tenant, Veritas was in the process of purchasing the property from HBU for the operation of the school on the grounds as the sole tenant.

**D. Public Comment.**

**Mayor Friedberg** recognized one speaker who had completed the sign-up sheet prior to the commencement of the public hearing. He noted that the speaker had a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute was left.

**Lynn McBee:**

Ms. McBee addressed City Council regarding Veritas' application. She referenced an existing specific use permit issued to Veritas in 2013 and pled, on behalf of the history of Bellaire, that it be appended to any new ordinance. Ms. McBee also addressed the traffic entry point on Mapleridge Street and urged the City of Bellaire to ensure that the City of Houston made improvements on Mapleridge before a specific use permit was issued. Ms. McBee also questioned whether drainage was adequate on the site and expressed concern with the recommended traffic pattern, which was confusing in her opinion.



After noting no further public comments, **Mayor Friedberg** continued to agenda item I. E.

#### **E. Questions from the Mayor and Members of City Council.**

**Mayor Friedberg** opened the floor for questions from members of the City Council regarding the requested specific use permit.

**Mr. Grieb** and **John McDonald, Director of Development Services**, provided answers to all questions.

At the conclusion of questions, the public hearing was officially closed.

#### **F. Close of the Public Hearing.**

For the record, **Mayor Friedberg** advised that the public hearing was closed at 7:51 p.m. on Monday, June 6, 2016, and that because the subject of the public hearing was scheduled for final deliberation later in the evening, further public comment on the matter would not be received.

## **II. REGULAR MEETING**

**Andrew S. Friedberg, Mayor**, called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 7:51 p.m. on Monday, June 6, 2016. The Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

#### **A. Personal/Audience Comments.**

**Mayor Friedberg** opened the floor for Personal/Audience Comments, other than on the specific use permit application on which a public hearing had just been concluded. He advised that those wishing to speak needed to complete a blue speaker form and reviewed the time limit for speakers.

#### **Oral Comments**

##### **Win Frazier:**

Mr. Frazier addressed City Council regarding the issue of sidewalks. He stated that he believed that the City's Comprehensive Plan was a document of record of the City and that anyone that disagreed with the elements of the Comprehensive Plan had an opportunity to make their thoughts known prior to its adoption. Portions of the Comprehensive Plan were read by Mr. Frazier regarding sidewalks. In closing, Mr. Frazier reminded members of City Council that the Comprehensive Plan was the document of record that the City was directed by.

##### **Neil Verma:**

Mr. Verma addressed City Council in support of the proposed sidewalk ordinance, which made it more difficult to submit a fee-in-lieu of installing a sidewalk for new residential construction. Mr. Verma referenced the benefits of a walkable community and stressed the importance of providing safer and greater connectivity to the City's parks.

##### **Christopher Butler:**

Mr. Butler addressed City Council in support of the proposed sidewalk ordinance. Reference was made to the beautification survey conducted by the Citizens For A

Beautiful Bellaire. Mr. Butler advised that many survey respondents expressed clear support for sidewalks and for fixing the City's existing network, such as filling in the gaps.

**John Gabriel:**

Mr. Gabriel addressed City Council in support of the Citizens For A Beautiful Bellaire's recommendation to approve Terrain Studio's proposal this evening. Mr. Gabriel spoke very favorably of Scott Slaney, FASLA, Principal of Terrain Studio, and indicated that he had worked on numerous projects with Mr. Slaney over many years. Reference was made by Mr. Gabriel to several notable projects that Mr. Slaney had worked on in the Houston area, including Uptown Houston, the Post Oak Area, and the heart of Hermann Park.

**Mike Peterson:**

Mr. Peterson addressed City Council in support of sidewalks and urged City Council to encourage homeowners to put sidewalks in front of their homes. He also expressed support for the City to install sidewalks as streets were repaired.

**Lynn McBee:**

Ms. McBee addressed City Council and encouraged them to consider increasing the City's optional over 65 tax exemption, noting that Bellaire's exemption was less favorable than Houston, Southside Place, and West University Place.

Ms. McBee expressed dissatisfaction with several items on the City Council's agenda, which included a request to allow a quorum of less than seven members of the Board of Adjustment to meet; a grant request for a high water vehicle (suggested a boat in lieu of the vehicle); the proposed expansion of the Police Building; and the lack of a definition for stakeholders in the Terrain Studios proposal.

**Written Comments**

At the conclusion of oral comments, **Mayor Friedberg** summarized one written comment received from **Richard Franke** in the form of an email with the subject "Bellaire's Bond Priorities - 74+ Year Old Water Lines Should be Job One." Mr. Franke provided an example of a heavily corroded 70-year old water line, noting that the water was used for drinking and bathing, including for children and infants, and asked if that was a greater need than beautification or new facilities or drainage.

Mayor Friedberg noted that complete copies of all written comments received were distributed to members of the City Council and included in the record of the meeting.

**B. Reports and Presentations:**

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 June 6, 2016, to members of the City Council.

The City Manager's Report included an overview of communications made to residents since the last City Council Regular Session. Communications included notice of the unveiling of the French Art Door Project that was now located at

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Paseo Park; notice of the cancellation of the movie in the park due to inclement weather; and notice of the Mayor's new online blog.

Training opportunities included mention of a Public Information Officer Training seminar attended by Mayor Friedberg, Diane K. White, Assistant City Manager, and Deacon Tittel, Fire Commander; and mention of an opportunity that the Bellaire Fire Department had to participate in ladder training exercises with the West University Place and Houston Fire Departments.

Personnel updates included recognition of Fire Commander Albert Figueroa for his participation with the Southeast Trauma Advisory Council in providing public awareness for several medical conditions, including awareness of stroke symptoms; and kudos to Bellaire Police Officer Aaron Lysack for his recognition by the Southeast Houston Chapter of Mothers Against Drunk Driving for his 2015 arrests and convictions on 26 drunk driving violations.

Calendar reminders included notice of the Bellaire Police Department Summer Meeting to be held on Thursday, July 14, 2016, at 7:00 p.m. in the Civic Center and an overview of upcoming City Council meetings and agenda items.

Notes of appreciation included an expression of thanks to the Parks and Recreation Advisory Board for their recognition of former Parks and Recreation Director Jane Dembski with the dedication of a tree in Loftin Park.

**Mayor Friedberg** opened the floor for questions from the City Council. Following questions, Mayor Friedberg continued to agenda item II. B(2).

2. Presentation of a report and recommendations to City Council by a special committee appointed by the Council to review a proposed resolution of the City Council of the City of Bellaire, Texas, affirming the City of Bellaire's commitment to citywide beautification, planning, funding and implementation; and consideration of and possible action on the committee's recommendations - Submitted by Council Committee Members Michael Fife, Pat B. McLaughlan, and David R. Montague.

**Michael Fife, Council Member and Chair of the Council Special Committee** (the "Committee"), presented the Committee's report and recommendations to the City Council. Other members of the Committee included Pat B. McLaughlan, Council Member, and David R. Montague, Council Member.

It was noted that the goal of the Committee was to craft a resolution that clearly communicated the Council's commitment to the beautification of Bellaire and acknowledged all of the major stakeholders, with the City Manager and City Staff as key stakeholders. The resolution acknowledged the unique contributions and responsibilities of the City's various boards and commissions, and encouraged collaboration to maximize the creative process, with Bellaire City Staff providing for implementation. The valuable contributions of Bellaire citizens, via the CBB, and the citizen survey were recognized with the invitation and expectation for further contributions from the groups.

Council Member and Chair Fife advised that the Committee's work was done via email with suggestions and edits offered by all. The resolution draft in the City Council's agenda packet was the final result of the Committee's efforts. Comments, questions, and suggestions were welcomed.

Following the Committee report and recommendations, Mayor Friedberg opened

the floor for questions. Following questions, **a motion was offered for consideration by Council Member Fife and seconded by Council Member Montague.**

**Motion:**

**To adopt the resolution as presented.**

Discussion ensued among members of City Council regarding the motion.

**Amendment (No. 1):**

Based on an apparent consensus of Council from prior discussion on the motion, **Mayor Friedberg** asked if there was any objection to removing the last sentence in resolution number 5. Hearing no objection, **by general consent, the motion was amended to strike the last sentence in resolution number 5.**

{For purposes of clarity, Mayor Friedberg read the last sentence that was struck from the resolution as follows: The role of CBB will be further clarified and enhanced by the implementation of the already approved, but not as yet implemented, move to an executive board structure.}

**Mayor Friedberg offered a second amendment for consideration, which was seconded by Council Member Pappas.**

**Amendment (No. 2):**

**To reword the third "whereas" clause to read as follows: Whereas, the City Council's residential and recreational focus area specifically calls for the development and implementation of a plan for City Beautification.**

After noting no discussion, **Mayor Friedberg** called for action on the amendment.

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

**A third amendment was offered by Mayor Friedberg and seconded by Council Member Pollard.**

**Amendment (No. 3):**

**To change the phrase "the Citizen Beautification Survey" in the fifth whereas clause to read as follows: a Citizen Beautification Survey conducted by CBB.**

**Mayor Friedberg** spoke to his proposed amendment and advised that he understood what the Committee meant, but felt that his proposed change

strengthened the document.

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

**Mayor Friedberg offered a fourth amendment, which was seconded by Mayor Pro Tem Reed, to strengthen further the sixth whereas clause.**

**Amendment (No. 4):**

**To add a phrase at the end of the second sentence in the sixth whereas clause to read as follows: and indeed, the "look and feel" desired to be achieved through beautification.**

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

**A fifth amendment was offered for consideration by Mayor Friedberg and seconded by Council Member Pollard.**

**Amendment (No. 5):**

**To add in resolution number 4 "the public" as the first stakeholder and re-letter the remaining stakeholders accordingly; to add the word "Advisory" to the Parks and Recreation Advisory Board and revise the acronym accordingly (PRBPRAB); to add the word "and" to the Environmental and Sustainability Board; and to change the word "Board" to read "Commission" and revise the acronym accordingly for the Building and Standards ~~Board~~Commission (BSBSC).**

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

**Amendment (No. 6):**

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**Mayor Friedberg asked if there were any objection to changing the word "ALL" (capital letters) to the word "All" at the beginning of the first sentence in resolution number 6. Hearing no objection, the motion was amended by general consent.**

**Mayor Friedberg** asked if there were any other amendments to be considered.

**Mayor Pro Tem Reed offered a seventh amendment for consideration.**

**Amendment (No. 7):**

**To add a resolution number 9 to read as follows: The Bellaire City Council hereby establishes the CBB Board.**

**The amendment failed due to the lack of a second.**

Discussion continued among members of the City Council on the motion, as amended. Following discussion, Mayor Friedberg restated the motion, as amended, and called for final action.

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

3. Presentation by Scott Slaney, FASLA and Principal of Terrain Studio, regarding his professional credentials and the proposed steps and processes to create a Master Beautification Plan - Submitted by Paul A. Hofmann, City Manager, on behalf of the Citizens For A Beautiful Bellaire.

**John Monday, Chair of the CBB**, introduced Scott Slaney, FASLA and Principal of Terrain Studio, to members of City Council. Mr. Monday spoke briefly to Mr. Slaney's professional credentials.

**Scott Slaney, FASLA and Principal of Terrain Studio**, thanked City Council for the opportunity to present his credentials and provided an outline and brief overview of a four-step process proposed by his firm to create a Master Beautification Plan of a vision for Bellaire. Slides of projects undertaken by Terrain Studio were also presented to members of City Council.

Following the presentation, **Mayor Friedberg** opened the floor for questions from the City Council.

Following questions, **Mayor Friedberg** advised members of the audience that the City Council would shortly consider, as new business, the CBB's recommendation to contractually engage the services of Terrain Studio.

**C. New Business:**

**1. Consent Agenda:**

**a. Approval of Minutes:**

Consideration of and possible action on the adoption of the minutes of the Special Session and Regular Session of the City Council of the City of Bellaire, Texas, held on Thursday, May 5, 2016, and Monday, May 16, 2016, respectively - Submitted by Tracy L. Dutton, City Clerk.

- i. Mayor and Council - Regular Session - May 16, 2016 6:00 PM

**b. Grant Request and Acceptance:**

Consideration of and possible action on a request from the Bellaire Police Department and the Bellaire Fire Department to make two separate grant applications to the Bellaire Police and Fire Foundation for funding, as well as approval to accept any subsequent funding/donation.

**Mayor Friedberg** advised that a discovery had been made that both sets of the minutes that were included in the agenda packet were the earliest draft of those sets of minutes. A number of revisions had been entered by the City Clerk; however, those revisions seemed not to have been saved in the system.

The first set of minutes held on May 5, 2016, contained only one change. The first draft erroneously showed Council Member Pollard as having been absent when she was present. A corrected version was placed on the dais this evening.

City Clerk Dutton had suggested to Mayor Friedberg that the May 16, 2016, set of minutes be pulled from the agenda entirely as the revisions that were made were numerous. She wanted the opportunity to go back through those minutes and re-enter any revisions that were missing.

**Mayor Friedberg asked if there was any objection to pulling the second set of minutes from the Consent Agenda to be brought back at a future meeting. Hearing no objection, the second set of minutes (dated May 16, 2016) was pulled from the Consent Agenda.**

After noting no further requests to remove items from the Consent Agenda, Mayor Friedberg called for a motion to adopt the remaining Consent Agenda items (the minutes of the Special Session of May 5, 2016, as corrected, and item b).

**Motion:**

**To adopt the Consent Agenda dated June 6, 2016.**

<b>RESULT:</b>	<b>ADOPTED [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



**Mayor Friedberg** stated for the record that the Consent Agenda, consisting only of the minutes of the Special Session of May 5, 2016, and the grant request and acceptance item from the Bellaire Police and Fire Departments, was unanimously adopted. The corrected minutes from May 16, 2016, would be brought back to City Council for consideration at their next meeting.

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

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, granting Specific Use Permit S-85 to Veritas Christian Academy of Houston to allow for the operation of a school (previously used as a church) on the property known as 7000 Ferris Street, Bellaire, Harris County, Texas, in the R-4 Zoning District - Submitted by John McDonald, Director of Development Services.

**Mayor Friedberg** noted that this matter was the subject of a public hearing held earlier in the evening.

### **Motion:**

**To adopt the ordinance as presented.**

Discussion ensued among members of City Council regarding the motion, and further questions were asked of the applicant and City Staff.

### **Amendment (No. 1):**

Following discussion and questions, **Mayor Friedberg offered several cleanup items with respect to the ordinance.** Those items included a global change to refer to "Veritas Christian Academy of Houston," an amendment to the address in the caption to read "7000 Ferris Street," and an amendment to the date of the public hearing in the body of the ordinance to read "June 6, 2016."

Mayor Friedberg asked if there was any objection to accepting the cleanup items he had proposed. Hearing no objection, **by general consent, the motion was amended to include those cleanup items with respect to the ordinance.**

After noting no further discussion, Mayor Friedberg restated the motion, as amended, and called for final action.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [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

- b. Consideration of and possible action on a recommendation from the Citizens For A Beautiful Bellaire to engage the Landscape, Architecture, Urban Design and Planning firm of Terrain Studio to develop a Master Beautification Plan for the City of Bellaire, Texas, and on the adoption of an ordinance 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 Terrain Studio to provide the structure and process to follow for Bellaire's beautification efforts and create a Master Beautification Plan in an amount not to exceed \$70,000, plus expenses - Submitted by Paul A. Hofmann, City Manager, on behalf of the Citizens For A Beautiful Bellaire.

Solely for purposes of introduction, **Mayor Friedberg** advised that the agenda item had prompted some questions regarding procedure since it was unusual to have a recommendation for the engagement of a contractor by a group other than City Staff and other than at Council's direction. He advised that City Council was able to award the contract regardless of how it came to be presented and, if it chose to do so, the affirmative action by City Council would essentially be ratifying all of the underlying steps up to this point.

**Motion:**

**To adopt the ordinance as presented.**

{Moved by **Council Member Fife** and seconded by **Council Member Montague**.}

Discussion ensued among members of City Council regarding the motion. Following discussion, an amendment was offered by Mayor Friedberg.

**Amendment (No. 1):**

**To replace the entire paragraph under "Design Approval" in the Terrain Studio proposal with the following language: City Council is the final approval authority for all designs and beautification plans proposed, and will give design direction to Terrain as needed for this project.**

Discussion continued among members of City Council regarding the amendment offered by Mayor Friedberg. During discussion, another amendment was offered that was considered to be in conflict with the first amendment. City Attorney Alan P. Petrov advised that it would be cleaner, procedurally, to act on the first amendment and then consider the second amendment.

**Action on Amendment (No. 1):**

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

**Amendment (No. 2):**

To add, immediately prior to the language adopted in the prior amendment under the heading "Design Approval," the phrase that the CBB will serve the role of coordination of stakeholder input and provide a design recommendation to the City Council.

Discussion continued among members of City Council regarding the amendment. Following discussion, action was taken on the amendment.

**Action on Amendment (No. 2):**

<b>RESULT:</b>	<b>FAILED [3 TO 4]</b>
<b>MOVER:</b>	Pat B. McLaughlan, Council Member
<b>SECONDER:</b>	Roman F. Reed, Mayor Pro Tem
<b>AYES:</b>	Reed, McLaughlan, Fife
<b>NAYS:</b>	Friedberg, Pollard, Pappas, Montague
<b>ABSENT:</b>	None

**Amendment (No. 3):**

To readdress the proposal to the City of Bellaire, Texas, to the attention of the Mayor.

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

After noting no further discussion on the motion, as amended, Mayor Friedberg offered an additional amendment.

**Amendment (No. 4):**

To make a global change to replace the references to "committee" to "stakeholders."

Following discussion, action was taken on the amendment.

<b>RESULT:</b>	<b>ADOPTED [4 TO 3]</b>
<b>MOVER:</b>	Andrew S. Friedberg, Mayor
<b>SECONDER:</b>	David R. Montague, Council Member
<b>AYES:</b>	Friedberg, Pollard, Pappas, Montague
<b>NAYS:</b>	Reed, McLaughlan, Fife
<b>ABSENT:</b>	None

**Amendment (No. 5):**

Mayor Friedberg asked if there were any objection **to inserting "Comprehensive Plan" as the first item under the "Exclusions to Scope of Services" section of the proposal. Hearing no objection, by general consent the amendment was adopted.**

After noting no further discussion, Mayor Friedberg restated the motion, as amended, and called for final action.

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

- c. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending the Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 2, Boards and Commissions Governed by State Law, Sec. 2-112, Board of Adjustment, for the purpose of amending the number of members required for a quorum - Submitted by John McDonald, Director of Development Services.

**John McDonald, Director of Development Services,** introduced the agenda item and advised that one of the recommendations made by the Board of Adjustment in their 2016 Annual Report to the City Council was a reduction in the number of members needed for a quorum for non-statutory related duties. It was noted that the Texas Local Government Code required 75% of the board to be present to vote on three items: (1) an appeal on a decision by an administrative official; (2) a matter in which the board was required to pass under the zoning ordinance; and (3) a variance.

Director McDonald advised further that the current ordinance did not allow the Board to vote on items such as minutes or reports with less than 75% of their membership other than to adjourn their meeting. The proposed ordinance would allow the board to call a meeting to order and vote on administrative items with four members serving as a quorum.

**Motion:**

**To adopt the ordinance as presented.**

<b>RESULT:</b>	<b>ADOPTED [6 TO 1]</b>
<b>MOVER:</b>	Trisha S. Pollard, Council Member
<b>SECONDER:</b>	David R. Montague, Council Member
<b>AYES:</b>	Friedberg, Pollard, Pappas, McLaughlan, Fife, Montague
<b>NAYS:</b>	Reed
<b>ABSENT:</b>	None

- d. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending the Code of Ordinances of the City of Bellaire, Texas, Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, by repealing Sec. 9-22, Removal of existing sidewalks, and replacing with a new Sec. 9-22, Sidewalks required for new construction, to require the installation of sidewalks with new construction and to permit the payment of a fee-in-lieu of sidewalks under specific circumstances - Submitted by John McDonald, Director of Development Services.

**John McDonald, Director of Development Services**, introduced the item and advised that, based on direction given to the City Manager at the last City Council Meeting, City Staff had prepared an ordinance to amend the Code of Ordinances to require the installation of sidewalks with new construction. The ordinance included a fee-in-lieu of provision in single-family residential situations that met certain criteria, a description of which was provided by Director McDonald. Any fees generated by a fee-in-lieu of would be spent solely on sidewalks and curb ramps within single-family zoned districts.

**Motion:****To adopt the ordinance as presented.**

{Moved by **Council Member Pollard** and seconded by **Council Member Pappas**.}

Discussion ensued among members of City Council and questions were asked of Director McDonald regarding the ordinance. Following discussion, **Mayor Pro Tem Reed offered an amendment for consideration, which was seconded by Council Member Pollard.**

**Amendment (No. 1):**

**To amend the ordinance to state that a sidewalk will be constructed on every single street in Bellaire on at least one side.**

**Council Member Pappas** lodged an objection to the amendment as he felt it was out of order, unnoticed, and exceeded the bounds of the evening's agenda.

**Mayor Friedberg** indicated that he also believed the amendment was out of order and asked City Attorney Alan P. Petrov to provide guidance.

**City Attorney Petrov** deemed the amendment to be out of order.

Discussion continued among members of the City Council regarding the original motion. Following discussion, **Council Member McLaughlan offered an amendment for consideration, which was seconded by Council Member Pollard.**

**Amendment (No. 2):**

**To delete the fee-in-lieu provision.**

Discussion continued among members of the City Council regarding the amendment. Following discussion, action was taken on the amendment.

<b>RESULT:</b>	<b>ADOPTED [4 TO 3]</b>
<b>MOVER:</b>	Pat B. McLaughlan, Council Member
<b>SECONDER:</b>	Trisha S. Pollard, Council Member
<b>AYES:</b>	Reed, Pollard, McLaughlan, Fife
<b>NAYS:</b>	Friedberg, Pappas, Montague
<b>ABSENT:</b>	None

Following discussion, final action was taken on the motion, as amended.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [4 TO 3]</b>
<b>MOVER:</b>	Trisha S. Pollard, Council Member
<b>SECONDER:</b>	Gus E. Pappas, Council Member
<b>AYES:</b>	Reed, Pollard, McLaughlan, Fife
<b>NAYS:</b>	Friedberg, Pappas, Montague

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

- a. Consideration of and possible action on the endorsement of the recommendations of the Ad Hoc Municipal Facilities Committee - Submitted by Karl Miller, Director of Parks, Recreation, and Facilities.

**Karl Miller, Director of Parks, Recreation, and Facilities,** introduced Jeff Gerber, President and CEO, PGAL, to present the recommendations from the Ad Hoc Municipal Facilities Committee for the Municipal Facilities Project.

**Jeff Gerber, President and CEO, PGAL,** presented the recommendations from the Ad Hoc Municipal Facilities Committee for the Municipal Facilities Project. He noted that the presentation made to the community and to the City Council a few weeks prior to this evening included the recommendations, which were restated as follows:

- Site plan direction is set;
- Floor plan concept direction is set;
- Building exterior elevation concepts are set;
- Exterior material palette is established;
- Interior design concept direction of public spaces are set; and
- Interior material palette direction is set.

**Mayor Friedberg** opened the floor for questions of Mr. Gerber. Following questions, **Council Member Montague offered a motion for consideration, which was seconded by Council Member Pappas.**

**Motion:**

**To accept and endorse the recommendations of the Ad Hoc Municipal Facilities Committee.**

Discussion ensued among members of the City Council regarding the motion for a period of time when **a motion to end debate was offered by Mayor Pro Tem Reed and seconded by Council Member Pappas.**

**Motion:**

**To call the question.**

<b>RESULT:</b>	<b>APPROVED [5-2]</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, Montague
<b>NAYS:</b>	McLaughlan, Fife
<b>ABSENT:</b>	None

Following the motion calling the question, action was immediately taken on the motion on the floor, which was to accept and endorse the recommendations of the Ad Hoc Municipal Facilities Committee.

<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

- b. Consideration of and possible action on the revised square footage and cost estimate of the Police and Municipal Courts Building - Submitted by Karl Miller, Director of Parks, Recreation, and Facilities.

{Pat B. McLaughlan, Council Member, left the dais at 12:22 a.m. on Tuesday, June 7, 2016, just prior to the introduction of this agenda item.}

**Jeff Gerber, President and CEO, PGAL,** advised that in discussions with the Bellaire Police Department regarding the construction of a building that could last the length of time that the City Council desired, some spaces were identified to be a wise inclusion in the initial buildout. Additional square footage was added in the patrol area and support spaces, jail area, communications area, and training area. It was noted that recent events nationally and locally had led to wide speculation that the state would adopt a municipal jail standard that currently did not exist. With respect to patrol, additional space was added for the storage of new types of gear, such as body cameras. In total, 4,100 square feet was added to the police



department beyond what was shown to the City Council in February. The cost for the additional square footage was noted to be \$1.8 million.

Mr. Gerber advised that in February, members of City Council were told that due to the time delay and reconfiguration of buildings, there was a shortfall of about \$3.8 million. Adding the \$1.8 million to the \$3.8 million created a shortfall of \$5.6 million for a total project cost of \$18.7 million.

**Mayor Friedberg** opened the floor for questions from members of City Council. Following questions, **a motion was offered by Mayor Pro Tem Reed for consideration, which was seconded by Council Member Fife.**

**Motion:**

**To approve the recommendation and accept the revised square footage needs and the revised costs of the facility.**

Discussion ensued among members of the City Council regarding the motion. Following discussion, final action was taken on the motion.

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

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

Community interest items from the Mayor and City Council included expressions of thanks for the dedication ceremony held the previous week for the French Art Doors that were installed in Paseo Park and expressions of thanks to applicants that interviewed with City Council earlier in the evening.

**Trisha S. Pollard, Council Member**, referred to a tree aeration system memo that she distributed earlier in the evening and advised that she would like to address the memo at a subsequent meeting.

**Roman F. Reed, Mayor Pro Tem**, advised that he wished to place an item on the next agenda to build sidewalks on every street in Bellaire.

**E. Adjourn.**

**Mayor Friedberg** announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 12:45 a.m. on Tuesday, June 7, 2016.

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1850

**SCHEDULED  
ORDINANCE (ID # 1850)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Board of Adjustment of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of four (4) members of the Board of Adjustment of the City of Bellaire, Texas (the "BOA"), will end as follows: Debbie Karakowsky, Tom Ligh, Patricia McGinty, and Seth A. Miller. Two of the members, Debbie Karakowsky and Tom Ligh, have reapplied for their positions. Patricia McGinty was term limited, and Seth A. Miller chose not to reapply at this time.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a member of the BOA. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the BOA:

**Number of Openings: 4 (Full Two-Year Terms)**

**1. Jill Almaguer**

Ms. Almaguer has expressed an interest in serving on the following boards and commissions: BOA (1<sup>st</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (2<sup>nd</sup> Choice); and the Cultural Arts Board (the "CAB") (3<sup>rd</sup> Choice).

**2. James P. Avioli, Sr.**

Mr. Avioli most recently served as a member of the City Council. Areas of interest expressed by Mr. Avioli include the Audit Finance Board (1<sup>st</sup> Choice), for which there are currently no openings, and the BOA (2<sup>nd</sup> Choice).

**3. Joe Burris**

Mr. Burris has expressed an interest in serving on the following boards and commissions: Building and Standards Commission (the "BSC") (1<sup>st</sup> Choice); Parks and Recreation Advisory Board (the "PRAB") (2<sup>nd</sup> Choice); Environmental and Sustainability Board (the "ESB") (3<sup>rd</sup> Choice); Planning and Zoning Commission (the "PZC") (4<sup>th</sup> Choice); and BOA (5<sup>th</sup> Choice).

**4. Debbie Karakowsky**

Ms. Karakowsky has served as a member of the BOA from 2014 to 2016. She has requested City Council consideration to serve a second term on the BOA.

**5. Tom Ligh**

Mr. Ligh currently serves as Chair of the BOA. He has been a member of the BOA from 2012 to 2016. He has requested City Council consideration to serve a third term on the BOA.

**6. Jed Mandel**

Mr. Mandel has expressed an interest in serving on the following boards and commissions: PZC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); BOA (3<sup>rd</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (4<sup>th</sup> Choice); and BSC (5<sup>th</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of four (4) members to the BOA for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for the BOA were conducted during the month of June 2016.

**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

**ATTACHMENTS:**

- Ballot - BOA - 2016 (DOCX)
- Appointments - Board of Adjustment 2016 (DOC)



## BALLOT

### BOARD OF ADJUSTMENT

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **four (4)** applicants to serve as members of the BOA for a **term of two (2) years**. Applicant names are listed in alphabetical order.

- ☐ Jill Almaguer (1<sup>st</sup> Choice)
- ☐ James P. Avioli, Sr. (2<sup>nd</sup> Choice\*)
- ☐ Joe Burris (5<sup>th</sup> Choice)
- ☐ Debbie Karakowsky (Reapplying)
- ☐ Tom Ligh (Reapplying)
- ☐ Jed Mandel (3<sup>rd</sup> Choice)
- ☐ Write-In \_\_\_\_\_

\*First choice, Audit Finance Board, currently has no openings

Signature: \_\_\_\_\_

Date: June 20, 2016



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

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING FOUR (4) MEMBERS TO THE BOARD OF ADJUSTMENT OF THE CITY OF BELLAIRE, TEXAS (THE "BOA"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards, and Chapter 2, Administration, Article VII, Boards and Commissions, Division 2, Boards and Commissions Governed by State Law, Section 2-112, Board of adjustment*, the City Council of the City of Bellaire, Texas, appoints the members of the BOA; and

**WHEREAS**, the terms of four (4) members of the BOA will end on June 30, 2016, as follows: Debbie Karakowsky, Tom Ligh, Patricia McGinty, and Seth A. Miller; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named four (4) persons as members of the BOA for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE,**

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

1. **THAT** the recitals contained herein are found to be true and correct.
2. **THAT** \_\_\_\_\_ is hereby appointed as a member of the BOA for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the BOA for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the BOA for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** \_\_\_\_\_ is hereby appointed as a member of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**6. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the BOA following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

**SIGNED:**

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

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

**APPROVED AS TO FORM:**

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

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1851

**SCHEDULED  
ORDINANCE (ID # 1851)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Building and Standards Commission of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

**Background/Summary:**

On June 30, 2016, the terms of four (4) members of the Building and Standards Commission of the City of Bellaire, Texas (the "BSC"), will end as follows: Charles Formica, Lee Hampton, Paul N. Katz, and Danny Spencer. All four members have reapplied for their positions.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a member of the BSC. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the BSC:

**Number of Openings: 4 (Full Two-Year Terms)**

**1. Ayobamidele G. Bello**

Mr. Bello has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); Environmental and Sustainability Board (the "ESB") (2<sup>nd</sup> Choice); Planning and Zoning Commission (the "PZC") (3<sup>rd</sup> Choice); and the Parks and Recreation Advisory Board (the "PRAB") (4<sup>th</sup> Choice).

**2. Joe Burris**

Mr. Burris has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); ESB (3<sup>rd</sup> Choice); PZC (4<sup>th</sup> Choice); and Board of Adjustment (the "BOA") (5<sup>th</sup> Choice).

**3. Charles Formica**

Mr. Formica has served as a member of the BSC from 2014 to 2016. He has requested City Council consideration to serve a second term on the BSC.

**4. Lee Hampton**

Mr. Hampton has served as a member of the BSC from 2014 to 2016. He has requested City Council consideration to serve a second term on the BSC.

**5. Paul N. Katz**



Mr. Katz has served as a member of the BSC from 2012 to 2016. He has requested City Council consideration to serve a third term on the BSC.

**6. Jed Mandel**

Mr. Mandel has expressed an interest in serving on the following boards and commissions: PZC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); BOA (3<sup>rd</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (4<sup>th</sup> Choice); and BSC (5<sup>th</sup> Choice).

**7. Danny Spencer**

Mr. Spencer has served as a member of the BSC from 2014 to 2016. He served a partial term and a full term in that time period. He has requested City Council consideration to serve a second (full term) on the BSC.

**8. Carmen Ulabarro**

Ms. Ulabarro has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); L.I.F.E. Advisory Board (2<sup>nd</sup> Choice); and PZC (3<sup>rd</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of four (4) members to the BSC for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for the BSC were conducted during the month of June 2016.

**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

**ATTACHMENTS:**

- Ballot - BSC - 2016 (DOCX)
- Appointments - Building and Standards Commission - 2016 (DOC)



## BALLOT

### BUILDING AND STANDARDS COMMISSION

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **four (4)** applicants to serve as members for a **term of two (2) years**. Applicant names are listed in alphabetical order.

- ☐ Ayobamidele G. Bello (1<sup>st</sup> Choice)
- ☐ Joe Burris (1<sup>st</sup> Choice)
- ☐ Charles Formica (Reapplying)
- ☐ Lee Hampton (Reapplying)
- ☐ Paul N. Katz (Reapplying)
- ☐ Jed Mandel (5<sup>th</sup> Choice)
- ☐ Danny Spencer (Reapplying)
- ☐ Carmen Ulabarro (1<sup>st</sup> Choice)
- ☐ Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 20, 2016



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING FOUR (4) MEMBERS TO THE BUILDING AND STANDARDS COMMISSION OF THE CITY OF BELLAIRE, TEXAS (THE "BSC"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards*, and *Chapter 2, Administration, Article VII, Boards and Commissions, Division 2, Boards and Commissions Governed by State Law, Section 2-113, Building and standards commission*, the City Council of the City of Bellaire, Texas, appoints the members of the BSC; and

**WHEREAS**, the terms of four (4) members of the BSC will expire on June 30, 2016, as follows: Charles Formica, Lee Hampton, Paul N. Katz, and Danny Spencer; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named four (4) persons as members of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE**,

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

1. **THAT** the recitals contained herein are found to be true and correct.
2. **THAT** \_\_\_\_\_ is hereby appointed as a member of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** \_\_\_\_\_ is hereby appointed as a member of the BSC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**6. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the BSC following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

**SIGNED:**

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

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

**APPROVED AS TO FORM:**

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

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1852

**SCHEDULED  
ORDINANCE (ID # 1852)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Cultural Arts Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of four (4) members of the Cultural Arts Board of the City of Bellaire, Texas (the "CAB"), will end as follows: Jennifer Hawes, Terry Leavitt-Chavez, Jacquelyn Quick, and Lisa Risoli. Three members, Jennifer Hawes, Terry Leavitt-Chavez, and Jacquelyn Quick have reapplied for their positions. Lisa Risoli chose not to reapply at this time.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a member of the CAB. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the CAB:

**Number of Openings: 4 (Full Two-Year Terms)**

**1. Jill Almaguer**

Ms. Almaguer has expressed an interest in serving on the following boards and commissions: Board of Adjustment (the "BOA") (1<sup>st</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (2<sup>nd</sup> Choice); and the CAB (3<sup>rd</sup> Choice).

**2. Jennifer Hawes**

Ms. Hawes has served as a member of the CAB from 2014 to 2016. She has requested City Council consideration to serve a second term on the CAB.

**3. Terry Leavitt-Chavez**

Ms. Leavitt-Chavez currently serves as Chair of the CAB. She has served as a member of the CAB from 2010 to 2016. Since her first term was a partial term, she is eligible and has requested City Council consideration to serve a third term on the CAB.

**4. Jacquelyn Quick**

Ms. Quick has served as a member of the CAB from 2012 to 2016. She has requested City Council consideration to serve a third term on the CAB.

**5. Diane Roberts**

Ms. Roberts has expressed an interest in serving on the following boards and commissions: CAB (1<sup>st</sup> Choice); Environmental and Sustainability Board (the "ESB") (2<sup>nd</sup> Choice); EPCB (3<sup>rd</sup> Choice); and Parks and Recreation Advisory Board (the "PRAB") (4<sup>th</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of four (4) members to the CAB for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for the CAB were conducted during the month of June 2016.

**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

**ATTACHMENTS:**

- Ballot - CAB - 2016 (DOCX)
- Appointments - Cultural Arts Board - 2016 (DOC)



## BALLOT

### CULTURAL ARTS BOARD

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **four (4)** applicants to serve as members for a **term of two (2) years**. Applicant names are listed in alphabetical order.

- ☐ Jill Almaguer (3<sup>rd</sup> Choice)
- ☐ Jennifer Hawes (Reapplying)
- ☐ Terry Leavitt-Chavez (Reapplying)
- ☐ Jacquelyn Quick (Reapplying)
- ☐ Diane Roberts (1<sup>st</sup> Choice)
- ☐ Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 20, 2016





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

## **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING FOUR (4) MEMBERS TO THE CULTURAL ARTS BOARD OF THE CITY OF BELLAIRE, TEXAS (THE "CAB"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards, and Chapter 2, Administration, Article VII, Boards and Commissions, Division 3, Boards and Commissions Governed by City Charter, Ordinance or Resolution, Section 2-124, Cultural arts board*, the City Council of the City of Bellaire, Texas, appoints the members of the CAB; and

**WHEREAS**, the terms of four (4) members of the CAB will end on June 30, 2016, as follows: Jennifer Hawes, Terry Leavitt-Chavez, Jacquelyn Quick, and Lisa Risoli; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named four (4) persons as members of the CAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE,**

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

1. **THAT** the recitals contained herein are found to be true and correct.
2. **THAT** \_\_\_\_\_ is hereby appointed as a member of the CAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the CAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the CAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** \_\_\_\_\_ is hereby appointed as a member of the CAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**6. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the CAB following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

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

**SIGNED:**

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

**APPROVED AS TO FORM:**

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

Attachment: Appointments - Cultural Arts Board - 2016 (1852 : Appointments to the Cultural Arts Board (4 Full-Term))

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1853

**SCHEDULED  
ORDINANCE (ID # 1853)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the Environmental and Sustainability Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018, and one (1) member to serve an unexpired term commencing on July 1, 2016, and ending on June 30, 2017 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

**Background/Summary:**

On June 30, 2016, the terms of three members of the Environmental and Sustainability Board (the "ESB") will expire as follows: Jane McNeel, Johanna Moran, and Pegi Newhouse. One member, Johanna Moran, reapplied for her position and expressed interest in another board. The remaining members, Jane McNeel and Pegi Newhouse, chose not to reapply at this time. In addition, Helen Swiff-Goodman has resigned her position on the ESB prior to the expiration of her term, which is June 30, 2017.

During the month of June 2016, members of City Council will have interviewed various applicants interested in serving as a member of the ESB. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the ESB:

**Number of Openings: 3 (Full Two-Year Terms) and 1 (Partial One-Year Term)**

**1. Ayobamidele G. Bello**

Mr. Bello has expressed an interest in serving on the following boards and commissions: Building and Standards Commission (1<sup>st</sup> Choice); ESB (2<sup>nd</sup> Choice); Planning and Zoning Commission (the "PZC") (3<sup>rd</sup> Choice); and the Parks and Recreation Advisory Board (the "PRAB") (4<sup>th</sup> Choice).

**2. Joe Burris**

Mr. Burris has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); ESB (3<sup>rd</sup> Choice); PZC (4<sup>th</sup> Choice); and Board of Adjustment (the "BOA") (5<sup>th</sup> Choice).

**3. Johanna Moran**

Ms. Moran served as a member of the ESB from 2014 to 2016. She has requested City Council consideration to serve a second term on the ESB. She also expressed an interest in serving on the PRAB (2<sup>nd</sup> Choice).

**4. Diane Roberts**

Ms. Roberts has expressed an interest in serving on the following boards and

commissions: Cultural Arts Board (1<sup>st</sup> Choice); ESB (2<sup>nd</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (3<sup>rd</sup> Choice); and PRAB (4<sup>th</sup> Choice).

## **5. George Williams**

Mr. Williams has expressed an interest in serving on the following boards and commissions: ESB (1<sup>st</sup> Choice) and PRAB (2<sup>nd</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of three (3) members to the ESB for a two-year term commencing on July 1, 2016, and ending on June 30, 2018, and one (1) member for a one-year term commencing on July 1, 2016, and ending on June 30, 2017.

### **Previous Council Action Summary:**

Interviews for the ESB were conducted during the month of June 2016.

### **Fiscal Impact:**

N/A

### **Recommendation:**

Action as City Council deems appropriate.

### **ATTACHMENTS:**

- Ballot - ESB - 2016 (DOCX)
- Ballot - ESB - Unexpired Term - 2016 (DOCX)
- Appointments - Environmental and Sustainability Board - 2016 (DOC)



## BALLOT

### ENVIRONMENTAL AND SUSTAINABILITY BOARD

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **three (3)** applicants to serve as members for a **term of two (2) years**. Applicant names are listed in alphabetical order.

- ☐ Ayobamidele G. Bello (2<sup>nd</sup> Choice)
- ☐ Joe Burris (3<sup>rd</sup> Choice)
- ☐ Johanna Moran (Reapplying\*)
- ☐ Diane Roberts (2<sup>nd</sup> Choice)
- ☐ George Williams (1<sup>st</sup> Choice)
- ☐ Write-In \_\_\_\_\_

\*Also expressed interest in the PRAB

Signature: \_\_\_\_\_

Date: June 20, 2016



## BALLOT

### ENVIRONMENTAL AND SUSTAINABILITY BOARD

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **one (1)** applicant to serve as a member for a **term of one (1) year**. Applicant names are listed in alphabetical order.

- ☐ Ayobamidele G. Bello (2<sup>nd</sup> Choice)
- ☐ Joe Burris (3<sup>rd</sup> Choice)
- ☐ Johanna Moran (Reapplying\*)
- ☐ Diane Roberts (2<sup>nd</sup> Choice)
- ☐ George Williams (1<sup>st</sup> Choice)
- ☐ Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 20, 2016



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING THREE (3) MEMBERS TO THE ENVIRONMENTAL AND SUSTAINABILITY BOARD OF THE CITY OF BELLAIRE, TEXAS (THE "ESB"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018, AND APPOINTING ONE (1) MEMBER FOR A TERM OF ONE (1) YEAR COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2017.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards, and Chapter 2, Administration, Article VII, Boards and Commissions, Division 3, Boards and Commissions Governed by City Charter, Ordinance or Resolution, Section 2-122, Environmental and sustainability board*, the City Council of the City of Bellaire, Texas, appoints the members of the ESB; and

**WHEREAS**, the terms of three (3) members of the ESB will end on June 30, 2016, as follows: Jane McNeel, Johanna Moran, and Pegi Newhouse; and

**WHEREAS**, one (1) member of the ESB, Helen Swiff-Goodman, has submitted her resignation dated June 16, 2016, prior to the expiration of her term on June 30, 2017; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named three (3) persons as members of the ESB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018, and the herein named person as a member of the ESB for a term of one (1) year commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE,**

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



**1. THAT** the recitals contained herein are found to be true and correct.

**2. THAT** \_\_\_\_\_ is hereby appointed as a member of the ESB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the ESB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the ESB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** \_\_\_\_\_ is hereby appointed as a member of the ESB to fill an unexpired term of one (1) year commencing on July 1, 2016, and ending on June 30, 2017.

**6. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the ESB following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 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: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1854

**SCHEDULED  
ORDINANCE (ID # 1854)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating two (2) members to serve on the Evelyn's Park Conservancy Board as the City's representatives for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, of behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of two (2) of the City's representatives to the Evelyn's Park Conservancy Board (the "EPCB") will end as follows: Patricia King-Ritter and Lou Waters. Both have reapplied for their positions.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a City representative to the EPCB. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for the EPCB:

**Number of Openings: 2 (Full Two-Year Terms)**

**1. Jill Almaguer**

Ms. Almaguer has expressed an interest in serving on the following boards and commissions: Board of Adjustment (the "BOA") (1<sup>st</sup> Choice); EPCB (2<sup>nd</sup> Choice); and the Cultural Arts Board (the "CAB") (3<sup>rd</sup> Choice).

**2. Patricia King-Ritter**

Ms. King-Ritter currently serves as President of the EPCB. She has served as a City designee from 2014-2016. She has requested City Council consideration to serve a second term as the City's designee.

**3. Jed Mandel**

Mr. Mandel has expressed an interest in serving on the following boards and commissions: Planning and Zoning Commission (1<sup>st</sup> Choice); Parks and Recreation Advisory Board (the "PRAB") (2<sup>nd</sup> Choice); BOA (3<sup>rd</sup> Choice); EPCB (4<sup>th</sup> Choice); and Building and Standards Commission (the "BSC") (5<sup>th</sup> Choice).

**4. Robert Riquelmy**

Mr. Riquelmy has expressed an interest in serving on the EPCB as his first and only choice.

**5. Diane Roberts**

Ms. Roberts has expressed an interest in serving on the following boards and commissions: CAB (1<sup>st</sup> Choice); Environmental and Sustainability Board (the "ESB") (2<sup>nd</sup> Choice); EPCB (3<sup>rd</sup> Choice); and PRAB (4<sup>th</sup> Choice).

## **6. Lou Waters**

Mr. Waters currently serves as Vice President of the EPCB. He has served as a City designee from 2011 to 2016. His first term in 2011 was a partial term. He has requested City Council consideration to serve a third term on the EPCB.

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the designation of two (2) members to the EPCB to serve as the City's representatives for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

### **Previous Council Action Summary:**

Interviews for the EPCB were conducted during the month of June 2016.

### **Fiscal Impact:**

N/A

### **Recommendation:**

Action as City Council deems appropriate.

### **ATTACHMENTS:**

- Ballot - EPCB - 2016 (DOCX)
- Designation of City Representative to Board of Directors of Evelyns Park Conservancy - 2016 (DOCX)



## BALLOT

### EVELYN'S PARK CONSERVANCY BOARD

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **two (2)** applicants to serve as members for a **two (2) year term**. Applicant names are listed in alphabetical order.

- ☐ Jill Almaguer (2<sup>nd</sup> Choice)
- ☐ Patricia King-Ritter (Reapplying)
- ☐ Jed Mandel (4<sup>th</sup> Choice)
- ☐ Robert Riquelmy (1<sup>st</sup> Choice)
- ☐ Diane Roberts (3<sup>rd</sup> Choice)
- ☐ Lou Waters (Reapplying)
- ☐ Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 20, 2016



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, DESIGNATING TWO (2) MEMBERS TO SERVE ON THE EVELYN'S PARK CONSERVANCY BOARD ("EPCB") AS THE CITY'S REPRESENTATIVES FOR A TWO (2) YEAR TERM COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, the City Council of the City of Bellaire, Texas, entered into an *Agreement Concerning Evelyn's Park, Bellaire, Texas, by and among City of Bellaire, Texas, and The Jerry and Maury Rubenstein Foundation* ("Agreement"), on February 21, 2011, for the purpose of developing property conveyed to the City of Bellaire, Texas, by The Jerry and Maury Rubenstein Foundation and addressed as 4400 Bellaire Boulevard, Bellaire, Texas, into a high quality urban park and/or open space, with related facilities and amenities, for the use and enjoyment of the residents of Bellaire and visitors to Bellaire; and

**WHEREAS**, the Agreement called for the creation of a Conservancy as a non-profit 501(c)(3) corporation, to be called the "Evelyn's Park Conservancy," and set forth the purpose and function of the Evelyn's Park Conservancy; and

**WHEREAS**, the City of Bellaire, Texas, is authorized to designate four (4) members to the Board of Directors of the Evelyn's Park Conservancy; and

**WHEREAS**, the terms of two (2) of the City's representatives to the Board of Directors of the Evelyn's Park Conservancy will end on June 30, 2016, as follows: Patricia King-Ritter and Lou Waters; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, desires to designate \_\_\_\_\_ and \_\_\_\_\_ as the City's representatives to the Board of Directors of the Evelyn's Park Conservancy for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE**,

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

- 1. THAT** the recitals set forth hereinabove are true and correct.

2. **THAT** \_\_\_\_\_ is hereby designated as the City of Bellaire’s representative to the Board of Directors of the Evelyn’s Park Conservancy for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.
3. **THAT** \_\_\_\_\_ is hereby designated as the City of Bellaire’s representative to the Board of Directors of the Evelyn’s Park Conservancy for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.
4. **THAT** this Ordinance shall be effective immediately upon its passage and adoption.
- PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

**SIGNED:**

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

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

**APPROVED AS TO FORM:**

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

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1855

**SCHEDULED  
ORDINANCE (ID # 1855)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the L.I.F.E. Advisory Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of three members of the L.I.F.E. Advisory Board ("LIFE") will expire as follows: Jeri Garner, Kevin Newman, and Pat Westwood. Two of the members, Kevin Newman and Pat Westwood have reapplied for their positions. Jeri Garner was term limited.

During the month of June 2016, members of City Council will have interviewed various applicants interested in serving as a member of LIFE. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to LIFE:

**Number of Openings: 3 (Full Two-Year Terms)**

**1. Kevin Newman**

Mr. Newman has served on LIFE since April of 2016. He has requested City Council consideration to serve a first full term on LIFE (his "first" term was a partial term).

**2. Carmen Ulabarro**

Ms. Ulabarro has expressed an interest in serving on the following boards and commissions: Building and Standards Commission (1<sup>st</sup> Choice); LIFE (2<sup>nd</sup> Choice); and Planning and Zoning Commission (3<sup>rd</sup> Choice).

**3. Pat Westwood**

Ms. Westwood has served on LIFE from 2012-2016. She has requested City Council consideration to serve her third term on LIFE. She also served on LIFE from 2003-2009.

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of three (3) members to LIFE for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for LIFE were conducted during the month of June 2016.



**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

**ATTACHMENTS:**

- Ballot - LIFE - 2016 (DOCX)
- Appointments - LIFE Advisory Board - 2016 (DOC)



## BALLOT

### L.I.F.E. Advisory Board

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **three (3)** applicants to serve as members for a **term of two (2) years**. Applicant names are listed in alphabetical order.

☐

Kevin Newman (Reapplying)

☐

Carmen Ulabarro (2<sup>nd</sup> Choice)

☐

Pat Westwood (Reapplying)

☐

Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 20, 2016



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING THREE (3) MEMBERS TO THE L.I.F.E. ADVISORY BOARD OF THE CITY OF BELLAIRE, TEXAS ("LIFE"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards, and Chapter 2, Administration, Article VII, Boards and Commissions, Division 3, Boards and Commissions Governed by City Charter, Ordinance or Resolution, Section 2-123, L.I.F.E. advisory board*, the City Council of the City of Bellaire, Texas, appoints the members of LIFE; and

**WHEREAS**, the terms of three (3) members of LIFE will end on June 30, 2016, as follows: Jeri Garner, Kevin Newman, and Pat Westwood; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named three (3) persons as members of LIFE for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE,**

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

- 1. THAT** the recitals contained herein are found to be true and correct.
- 2. THAT** \_\_\_\_\_ is hereby appointed as a member of LIFE for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of LIFE for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of LIFE for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of LIFE following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

**SIGNED:**

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

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

**APPROVED AS TO FORM:**

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

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1856

**SCHEDULED  
ORDINANCE (ID # 1856)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing three (3) members to the Parks and Recreation Advisory Board of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of three (3) members of the Parks and Recreation Advisory Board of the City of Bellaire, Texas (the "PRAB"), will end as follows: Susan Hawes, Julie McNee, and Neil Verma. All three members have reapplied for their positions.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a member of the PRAB. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the PRAB:

**Number of Openings: 4 (Full Two-Year Terms)**

**1. Ayobamidele G. Bello**

Mr. Bello has expressed an interest in serving on the following boards and commissions: Building and Standards Commission (1<sup>st</sup> Choice); Environmental and Sustainability Board (the "ESB") (2<sup>nd</sup> Choice); Planning and Zoning Commission (the "PZC") (3<sup>rd</sup> Choice); and the PRAB (4<sup>th</sup> Choice).

**2. Joe Burris**

Mr. Burris has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); ESB (3<sup>rd</sup> Choice); PZC (4<sup>th</sup> Choice); and Board of Adjustment (the "BOA") (5<sup>th</sup> Choice).

**3. Susan Hawes**

Ms. Hawes has served on the PRAB from 2015-2016. She has requested consideration from the City Council for a first full term on the PRAB.

**4. Jed Mandel**

Mr. Mandel has expressed an interest in serving on the following boards and commissions: PZC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); BOA (3<sup>rd</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (4<sup>th</sup> Choice); and BSC (5<sup>th</sup> Choice).

**5. Julie McNee**

Ms. McNee has served on the PRAB from 2014-2016. She has requested City Council consideration to serve a second term on the PRAB.

**6. Johanna Moran**

Ms. Moran has expressed an interest in serving on the following boards and commissions: ESB (1<sup>st</sup> Choice) and PRAB (2<sup>nd</sup> Choice).

**7. Diane Roberts**

Ms. Roberts has expressed an interest in serving on the following boards and commissions: Cultural Arts Board (the "CAB") (1<sup>st</sup> Choice); ESB (2<sup>nd</sup> Choice); EPCB (3<sup>rd</sup> Choice); and PRAB (4<sup>th</sup> Choice).

**8. Jonathan Saikin**

Mr. Saikin has expressed an interest in serving on one or more of the following boards and commissions: PZC (1<sup>st</sup> Choice) and PRAB (2<sup>nd</sup> Choice).

**9. Sharon Veldman**

Ms. Veldman has expressed an interest in serving on the PRAB as her first and only choice. She previously served on the PRAB from 2004-2010.

**10. Neil Verma**

Mr. Verma currently serves as the Chair of the PRAB. He has served on the PRAB from 2014-2016, and has requested City Council consideration to serve a second term on the PRAB.

**11. George Williams**

Mr. Williams has expressed interest in serving on the following boards and commissions: ESB (1<sup>st</sup> Choice) and PRAB (2<sup>nd</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of three (3) members to the PRAB for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for the PRAB were conducted during the month of June 2016.

**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

Ordinance (ID # 1856)

Meeting of June 20, 2016

**ATTACHMENTS:**

- Ballot - PRAB - 2016 (DOCX)
- Appointments - PRAB - 2016 (DOC)





## BALLOT

### PARKS AND RECREATION ADVISORY BOARD

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **three (3)** applicants to serve as members for a **term of two (2) years**. Applicant names are listed in alphabetical order.

☐ Ayobamidele G. Bello (4<sup>th</sup> Choice)

☐ Joe Burris (2<sup>nd</sup> Choice)

☐ Susan Hawes (Reapplying)

☐ Jed Mandel (2<sup>nd</sup> Choice)

☐ Julie McNee (Reapplying)

☐ Johanna Moran (2<sup>nd</sup> Choice)

☐ Diane Roberts (4<sup>th</sup> Choice)

☐ Jonathan Saikin (2<sup>nd</sup> Choice)

☐ Sharon Veldman (1<sup>st</sup> Choice)

☐ Neil Verma (Reapplying)

☐ George Williams (2<sup>nd</sup> Choice)

Signature: \_\_\_\_\_

Date: July 13, 2015



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING THREE (3) MEMBERS TO THE PARKS AND RECREATION ADVISORY BOARD OF THE CITY OF BELLAIRE, TEXAS (THE "PRAB"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards, and Chapter 2, Administration, Article VII, Boards and Commissions, Division 3, Boards and Commissions Governed by City Charter, Ordinance or Resolution, Section 2-121, Parks and recreation advisory board*, the City Council of the City of Bellaire, Texas, appoints the members of the PRAB; and

**WHEREAS**, the terms of three (3) members of the PRAB will end on June 30, 2016, as follows: Susan Hawes, Julie McNee, and Neil Verma; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named three (3) persons as members of the PRAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE,**

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

- 1. THAT** the recitals contained herein are found to be true and correct.
- 2. THAT** \_\_\_\_\_ is hereby appointed as a member of the PRAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the PRAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the PRAB for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the PRAB following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

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

**SIGNED:**

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

**APPROVED AS TO FORM:**

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

Attachment: Appointments - PRAB - 2016 (1856 : Parks and Recreation Advisory Board (3 Full-Term))

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Appointment  
Department Head: Tracy L. Dutton  
DOC ID: 1857

**SCHEDULED  
ORDINANCE (ID # 1857)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing four (4) members to the Planning and Zoning Commission of the City of Bellaire, Texas, for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018 - Submitted by Tracy L. Dutton, City Clerk, on behalf of City Council.

**Background/Summary:**

On June 30, 2016, the terms of four (4) members of the Planning and Zoning Commission of the City of Bellaire, Texas (the "PZC"), will end as follows: Paul C. Simmons, S. Lynne Skinner, Marc Steinberg, and Dirk Stiggins. Three of the members, S. Lynne Skinner, Marc Steinberg, and Dirk Stiggins have reapplied for their positions. Paul C. Simmons is term limited.

During the month of June 2016, members of City Council will have completed interviews of various applicants that expressed an interest in serving as a member of the PZC. Set forth below is a list (in alphabetical order) of the applicants that requested City Council consideration for an appointment to the PZC:

**Number of Openings: 4 (Full Two-Year Terms)**

**1. Michael D. Axelrad**

Mr. Axelrad has expressed an interest in serving on the PZC as his first and only choice.

**2. Ayobamidele G. Bello**

Mr. Bello has expressed an interest in serving on the following boards and commissions: Building and Standards Commission (1<sup>st</sup> Choice); Environmental and Sustainability Board (the "ESB") (2<sup>nd</sup> Choice); PZC (3<sup>rd</sup> Choice); and the PRAB (4<sup>th</sup> Choice).

**3. Joe Burris**

Mr. Burris has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); ESB (3<sup>rd</sup> Choice); PZC (4<sup>th</sup> Choice); and Board of Adjustment (the "BOA") (5<sup>th</sup> Choice).

**4. Jed Mandel**

Mr. Mandel has expressed an interest in serving on the following boards and commissions: PZC (1<sup>st</sup> Choice); PRAB (2<sup>nd</sup> Choice); BOA (3<sup>rd</sup> Choice); Evelyn's Park Conservancy Board (the "EPCB") (4<sup>th</sup> Choice); and BSC (5<sup>th</sup> Choice).

**5. Jonathan Saikin**

Mr. Saikin has expressed an interest in serving on the following boards and commissions: PZC (1<sup>st</sup> Choice) and PRAB (2<sup>nd</sup> Choice).

**6. S. Lynne Skinner**

Ms. Skinner has served on the PZC from 2012-2016, and she has requested City Council consideration to serve a third term on the PZC.

**7. Marc Steinberg**

Mr. Steinberg has served on the PZC from 2012-2016, and he has requested City Council consideration to serve a third term on the PZC.

**8. Dirk Stiggins**

Mr. Stiggins has served on the PZC from 2012-2016, and he has requested City Council consideration to serve a third term on the PZC.

**9. Carmen Ulabarro**

Ms. Ulabarro has expressed an interest in serving on the following boards and commissions: BSC (1<sup>st</sup> Choice); LIFE Advisory Board (2<sup>nd</sup> Choice); and PZC (3<sup>rd</sup> Choice).

A ballot has been prepared for use during the June 20<sup>th</sup> Regular Session, as well as an ordinance that would allow for the appointment of four (4) members to the PZC for a two-year term commencing on July 1, 2016, and ending on June 30, 2018.

**Previous Council Action Summary:**

Interviews for the PZC were conducted during the month of June 2016.

**Fiscal Impact:**

N/A

**Recommendation:**

Action as City Council deems appropriate.

**ATTACHMENTS:**

- Ballot - PZC - 2016 (DOCX)
- Appointments - Planning and Zoning Commission - 2016 (DOC)



## BALLOT

### PLANNING AND ZONING COMMISSION

**Instructions:**

Please indicate your choice by marking an "X" beside the name(s) of **four (4)** applicants to serve as members for a **two (2) year term**. Applicant names are listed in alphabetical order.

- ☐ Michael D. Axelrad (1<sup>st</sup> Choice)
- ☐ Ayobamidele G. Bello (3<sup>rd</sup> Choice)
- ☐ Joe Burris (4<sup>th</sup> Choice)
- ☐ Jed Mandel (1<sup>st</sup> Choice)
- ☐ Jonathan Saikin (1<sup>st</sup> Choice)
- ☐ S. Lynne Skinner (Reapplying)
- ☐ Marc Steinberg (Reapplying)
- ☐ Dirk Stiggins (Reapplying)
- ☐ Carmen Ulabarro (3<sup>rd</sup> Choice)
- ☐ Write-In \_\_\_\_\_

Signature: \_\_\_\_\_

Date: June 16, 2016



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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPOINTING FOUR (4) MEMBERS TO THE PLANNING AND ZONING COMMISSION OF THE CITY OF BELLAIRE, TEXAS (THE "PZC"), FOR A TERM OF TWO (2) YEARS COMMENCING ON JULY 1, 2016, AND ENDING ON JUNE 30, 2018.**

**WHEREAS**, pursuant to the *Code of Ordinances of the City of Bellaire, Texas, Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-93, Eligibility for membership on boards*, and *Chapter 2, Administration, Article VII, Boards and Commissions, Division 2, Boards and Commissions Governed by State Law, Section 2-114, Planning and zoning commission*, the City Council of the City of Bellaire, Texas, appoints the members of the PZC; and

**WHEREAS**, the terms of four (4) members of the PZC will end on June 30, 2016, as follows: Paul C. Simmons, S. Lynne Skinner, Marc Steinberg, and Dirk Stiggins; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to appoint the herein named four (4) persons as members of the PZC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018; **NOW, THEREFORE**,

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

1. **THAT** the recitals contained herein are found to be true and correct.
2. **THAT** \_\_\_\_\_ is hereby appointed as a member of the PZC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**3. THAT** \_\_\_\_\_ is hereby appointed as a member of the PZC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**4. THAT** \_\_\_\_\_ is hereby appointed as a member of the PZC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**5. THAT** \_\_\_\_\_ is hereby appointed as a member of the PZC for a term of two (2) years commencing on July 1, 2016, and ending on June 30, 2018.

**6. THAT** the appointments as set forth herein shall be effective as of July 1, 2016, and such newly appointed members shall be installed at the first meeting of the PZC following the effective date of the appointments herein.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 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: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Change Order  
Department Head: Michelle Jordan  
DOC ID: 1953

**SCHEDULED  
ACTION ITEM (ID # 1953)**

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**Item Title:**

Consideration of and possible action on a recommendation to approve a change order in an amount not to exceed \$132,500.00 for the construction contract for Phase One of Evelyn's Park and on the adoption of an ordinance of the City Council of the City of Bellaire, Texas authorizing the City Manager of the City of Bellaire, Texas, to execute said change order. The change order will be executed only upon receipt of the funds associated with said change order in an amount not to exceed \$132,500.00 from the Evelyn's Park Conservancy, and will be authorized for no more than the amount of funding received from the Evelyn's Park Conservancy - Submitted by Michelle Jordan, Project Manager.

**Background/Summary:**

**Summary of Overall Project Status:**

The City of Bellaire entered into a construction contract with Linbeck Group, LLC (Linbeck) on June 1, 2015. The contract is funded by a combination of City of Bellaire bond funds (up to \$5,000,000.00) and donations received from the Evelyn's Park Conservancy (EPC). To date, there have been multiple change orders issued and approved for the project that have resulted in an adjusted contract value.

Original Contract Value:	\$6,262,541.00
Change Order #1 (approved):	\$115,549.00 (solar panels)
Change Order #2 (approved):	\$146,195.00 (subgrade mitigation, pothole investigation & tree removal)
Change Order #3 (approved):	Administrative Change Order (no change to GMP Contract Value)
Change Order #4 (approved):	\$2,023.00 (framing, ceiling fans, beams)
Change Order #5 (pending):	To Be Determined (cost of preliminary kitchen pricing efforts)
Change Order #6 (pending):	Not to Exceed \$132,500.00 (cost of kitchen and pending change orders)
Current Contract Value:	\$6,546,308.00
New Contract Value (pending change order #6 approval):	\$6,678,808.00

Change Order #1 covered the addition of solar panels into the project. Change Order #2 provided funding to resolve the subsurface soil conditions. Change Order #3 did not affect the contract value and was an administrative change. Change Order #4 was for revised foundation and framing details, change in ceiling fans, retainage and substantial completion changes, and added grade beam lengths. Change Order #5 is under review and discussion amongst the EPC Board and COB, and is part of higher level discussions with executive leadership at Linbeck. Change Order #6 will include the construction costs for the kitchen change and several other miscellaneous changes itemized below as "pending change orders". The Approved Change Orders have been approved by both COB and EPC, and the funding necessary to execute the Change Orders was received by COB from EPC prior to authorization.

**Summary of Pending Change Orders:**

The project has several items currently under consideration by City Staff and EPC. Most of these items are referred to in this agenda statement as miscellaneous changes (except the kitchen change, which is referred to specifically), and include:

- Water meter and tap
- Additional sanitary line run
- Maintenance yard and architecture coordination
- SW Corner revision and structural changes
- Planting wall structural detail
- Upper Slide Pad
- Site Utilities
- Kitchen changes and revisions

These items range in value from less than \$500.00 to up to \$100,000.00. The total cost for the miscellaneous items is still in negotiation, and will not exceed \$132,500.00, but will likely be less than this amount. The most costly change will be the kitchen revision. This change was initiated by discussions between the Conservancy and the Café vendor, who identified a need to have a large walk in cooler, adjusted mop sink location and configuration, and various equipment substitutions. The costs for the kitchen revisions, along with the other miscellaneous changes, will be funded by the Café Vendor and Evelyn's Park Conservancy. Several of these items directly affect the critical path for the project and will need to be approved as quickly as possible, which is the reason to request approval of a Change Order in a Not-To-Exceed amount.

In order to accomplish this, funding can be deposited into the City of Bellaire account that holds the Conservancy's donations and Council can approve a Change Order not to exceed \$132,500.00, which would include the miscellaneous changes as well as the kitchen change. The City of Bellaire would work with the Evelyn's Park Conservancy and Linbeck Group to negotiate a cost that is agreeable and the City would not execute the Change Order until EPC has given written approval and the funding has been received from EPC.

This process of approving a Not-To-Exceed Change Order amount has been used effectively on Change Order #2, which included the work to remedy the subsurface soil conditions. In that case, the full cost authorized by Council was not needed to accomplish the work.

The entire cost of these proposed changes would be funded by the Evelyn's Park Conservancy (with assistance from the Café Vendor).

#### **Previous Council Action Summary:**

June 1, 2015: Ordinance 15-027 approving Linbeck Group, LLC construction contract for \$6,262,541.00.

June 1, 2015: Budget Amendment 15-027 in an amount of \$1,362,541.00.

June 1, 2015: Resolution 15-02 to accept contribution of \$1,362,541.00 From EPC to be used for construction of the Park.

July 20, 2015: Change Order #1 (Ordinance 15-042) to install solar panels on the project for \$115,549.00, which brought the contract value up to \$6,378,090.00.

July 20, 2015: Resolution 15-06 to accept contribution of \$115,549.00 for Change Order #1.

November 2, 2015: Change Order #2 (Ordinance 15-072) for subgrade mitigation work on the project for up to \$177,105.00, which brought the contract value up to an amount not to exceed \$6,555,519.00.

November 2, 2015: Resolution 15-09 to accept contribution up to \$177,105.00 for Change Order #2.

**Fiscal Impact:**

With this approval, the contract value will change to an amount not to exceed \$6,678,808.00. The entire cost of this proposed not-to-exceed change order will be funded by the Evelyn's Park Conservancy (with assistance from the Cafe Vendor).

**Recommendation:**

Michelle Jordan, Project Manager for the City of Bellaire, recommends City Council accept the status update on change orders and contract value for the Evelyn's Park Project. Michelle Jordan recommends City Council accept funding if needed from the Evelyn's Park Conservancy in an amount up to \$132,500.00 and authorize Paul Hofmann, City Manager, to execute a Change Order with Linbeck Group, LLC in an amount not to exceed \$132,500.00 for the proposed kitchen change and other miscellaneous changes to the Project once funds have been received from the Conservancy.

**ATTACHMENTS:**

- Ordinance 6-20-16 (DOC)



# **ORDINANCE NO. 16-**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AUTHORIZING THE CITY MANAGER OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE A CHANGE ORDER WITH LINBECK GROUP, LLC, TO THE GMP CONTRACT FOR PHASE ONE CONSTRUCTION OF EVELYN'S PARK, TO INCLUDE THE COST FOR PROPOSED KITCHEN CHANGES AND MISCELLANEOUS CHANGES IN AN AMOUNT NOT TO EXCEED \$132,500.00.**

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

**Section 1.** The City Manager of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, a Change Order (No. 6) with Linbeck Group, LLC, to the contract for Phase One of Evelyn's Park, to include the cost for proposed kitchen changes and miscellaneous changes in an amount not to exceed \$132,500.00, upon receipt of funds from the Evelyn's Park Conservancy for such additional change order.

**Section 2.** That upon completion of said Change Order(s), the total contract price, including the change order, will not exceed \$6,678,808.00.

**PASSED, APPROVED and ADOPTED** this, the 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

**SIGNED:**

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

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

**APPROVED AS TO FORM:**

---

Alan P. Petrov  
City Attorney

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Resolution  
Department Head: Diane K White  
DOC ID: 1958

**SCHEDULED  
ACTION ITEM (ID # 1958)**

**Item Title:**

Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas (the "City"), accepting a financial contribution of up to \$132,500.00 from the Evelyn's Park Conservancy to be utilized by the City for construction associated with Phase One of Evelyn's Park - Submitted by Michelle Jordan, Project Manager.

**Background/Summary:**

The project has several items currently under consideration by City Staff and the EPC. These items include pier and foundation work at the maintenance shed, light fixture revisions, a potential kitchen layout change, and several other miscellaneous items. These items range in value from less than \$500 to up to \$100,000. Several of these items directly affect the critical path for the project and will need to be approved as quickly as possible. The resulting change in contract value will be itemized in Change Order #6, and the specific amount of this change order is still being negotiated, but will not exceed \$132,500.00.

Per the Development and Operating Agreement, EPC funds all costs above the City of Bellaire's contribution of \$5,000,000.00. In order to execute Change Order #6, the City of Bellaire will have to accept funding from EPC.

**Previous Council Action Summary:**

June 1, 2015: Ordinance 15-027 approving Linbeck Group, LLC construction contract for \$6,262,541.00.

June 1, 2015: Budget Amendment 15-027 in an amount of \$1,362,541.00.

June 1, 2015: Resolution 15-02 to accept contribution of \$1,362,541.00 From EPC to be used for construction of the Park.

July 20, 2015: Change Order #1 (Ordinance 15-042) to install solar panels on the project for \$115,549.00, which brought the contract value up to \$6,378,090.00.

July 20, 2015: Resolution 15-06 to accept contribution of \$115,549.00 for Change Order #1.

November 2, 2015: Change Order #2 (Ordinance 15-072) for subgrade mitigation work on the project for an amount not to exceed \$177,105.00, which brought the contract value up to a not to exceed value of \$6,555,519.00.

November 2, 2015: Resolution 15-09 to accept contribution of an amount up to \$177,105.00 for Change Order #2.

**Recommendation:**

It is the recommendation of Michelle Jordan, Project Manager, that City Council accept a contribution from the Evelyn's Park Conservancy in an amount not to exceed \$132,500.00 to be utilized for the construction of Evelyn's Park.

**ATTACHMENTS:**

- Resolution 6-20-16 (DOC)



# **RESOLUTION NO. 16-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, ACCEPTING A FINANCIAL CONTRIBUTION IN AN AMOUNT NOT TO EXCEED \$132,500.00 FROM EVELYN'S PARK CONSERVANCY, A 501 (c)(3), TO BE UTILIZED SPECIFICALLY FOR EVELYN'S PARK PHASE ONE CONSTRUCTION TO INCLUDE THE COST FOR PROPOSED KITCHEN CHANGES AND MISCELLANEOUS CHANGES.**

**WHEREAS**, Evelyn's Park Conservancy a 501(c)(3) is providing this financial contribution for the purpose of funding a portion of Phase One Construction of Evelyn's Park located at 4400 Bellaire Boulevard, Bellaire, Texas 77401; and

**WHEREAS**, the City Council of the City of Bellaire, Texas, deems that the acceptance of this restricted financial contribution is in the best interest of the City of Bellaire, Texas, and its citizens; **NOW, THEREFORE**,

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

1. **THAT** the City Council of the City of Bellaire, Texas, hereby accepts the restricted financial contribution not to exceed \$132,500.00 from the Evelyn's Park Conservancy, to be utilized specifically for Evelyn's Park Phase One Construction to include the cost for proposed kitchen changes and miscellaneous changes.
2. **THAT** the City Council of the City of Bellaire, Texas, hereby expresses its gratitude of the City and its citizens to Evelyn's Park Conservancy.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)



**ATTEST:**

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

**SIGNED:**

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

**APPROVED AS TO FORM:**

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

Attachment: Resolution 6-20-16 (1958 : Evelyn's Park Financial Contribution)

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Ordinance  
Department Head: Diane K White  
DOC ID: 1964

**SCHEDULED  
ORDINANCE (ID # 1964)**

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**Item Title:**

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, to increase the residence homestead exemption for individuals who are 65 years of age or older to \$250,000.00 - Requested by Pat B. McLaughlan, Council Member.

**Background/Summary:**

The Texas Property Tax Code allows the governing body of a municipality to adopt a residence homestead exemption from taxation for individuals who are 65 years of age or older. Further, the law allows that once a residence homestead exemption has been authorized, that exemption may be repealed, decreased, or increased by the governing board. Previously, the City of Bellaire had adopted a residence homestead exemption for individuals who are 65 years of age or older. The residence homestead exemption of \$135,000 for individuals who are 65 years of age and older was last changed June 16, 2008 by Ordinance 08-031 effective tax year 2008. Here is a summary of changes over the past 15 years:

YEAR CHANGED	65 OR OLDER
2008	135,000
2002	90,000
2001	70,000

Enclosed for review are two matrix's detailing 3 other cities as well as the City Bellaire and their current exemptions; those cities are West University, Southside Place and the City of Houston. One matrix includes \$1,000,000 in assessed valuation and the other uses \$665,000 and both of them net to the same amount of reduced property tax revenues to be received by the City if approved.

Of the 4 cities, two (2) offer a 20 percent homestead exemption (Bellaire and Houston) while all cities compared offer a 65 or older.

Currently the City of Bellaire receives the lowest amount of property taxes per household of the 4 surveyed cities

Based on the attached comparison and using the average appraised value of approximately \$665,000 for Bellaire residents participating in the older than 65 exemption; if the proposed change is approved, the City of Bellaire would collect \$1,511 per household, down from \$1,073 which equates to approximately \$438 per household. When multiplied by the total number of Bellaire residents currently participating in the program, that would amount to approximately \$548,376 annually in reduced property tax revenues to the City of Bellaire.

Councilman McLaughlan asked that the exemption for 65 and older be considered but in the past both the 65 and older as well as the disabled exemption have been brought to council for ratification at the same time.

**Previous Council Action Summary:**

June 16, 2008: Ordinance 08-031 approving an increase in exemption for individuals age 65 or older to \$135,000.

June 16, 2002: Ordinance 02-059 approving an increase in the exemption amount for individuals age 65 or older to 90,000.

October 15, 2001: Ordinance 01-077 approving an increase in the exemption amount for individuals age 65 or older to 70,000.

**Fiscal Impact:**

Permanent reduction in annual property tax revenue approximately in the amount of \$548,376 FY 2017 and thereafter received by the City of Bellaire until further changes to the exemption amounts are amended by Council.

**Recommendation:**

Staff has no recommendation as we are seeking Council direction.

**ATTACHMENTS:**

- Ordinance - Exemptions (DOC)
- Exemption Comparison (PDF)



### ORDINANCE NO. 16-

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, INCREASING THE RESIDENCE HOMESTEAD EXEMPTION FOR INDIVIDUALS 65 OR OLDER to \$250,000 AS AUTHORIZED BY TITLE 1, PROPERTY TAX CODE, SUBTITLE C, TAXABLE PROPERTY AND EXEMPTIONS, CHAPTER 11, TAXABLE PROPERTY AND EXEMPTIONS, CHAPTER 11, TAXABLE PROPERTY AND EXEMPTIONS, SUBCHAPTER B, EXEMPTIONS, SECTION 11.13, RESIDENCE HOMESTEAD, OF THE TEXAS TAX CODE AND AMENDING CHAPTER 28, TAXATION, SECTION 28-3, TAX EXEMPTION ON HOMESTEAD, SUBSECTIONS (1) AND (2), OF THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS, TO REFLECT SUCH AMENDMENT.**

**WHEREAS**, state law provides that the governing body of a municipality may adopt a residence homestead from taxation for individuals age 65 or older for a portion of the appraised value of said individual's resident homestead; and

**WHEREAS**, the City of Bellaire, Texas, has previously adopted a residence homestead exemption for individuals age or older in the amounts of \$135,000 and

**WHEREAS**, Title 1, Property Tax Code, Subtitle C, Taxable Property and Exemptions, Chapter 11, Taxable Property and Exemptions, Subchapter B, Exemptions, Section 11.13, Residence Homestead, of the Texas Tax Code, provides that the governing body of a municipality that has previously adopted a residence homestead exemption for individuals age 65 or older may repeal, decrease, or increase such exemption; and

**WHEREAS**, the City Council of the City of Bellaire, Texas ("City Council"), now finds that the residence homestead exemption for individuals age 65 or older as previously adopted by the City Council of the City of Bellaire, Texas, should now be increased to \$250,000;

**NOW, THEREFORE,**

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

**Section 1.** Chapter 28, Taxation, Section 28-3, Tax Exemption on Homestead, Subsections (1) and (2), of the Code of Ordinances of the City of Bellaire, Texas ("Code"), is hereby amended by increasing the residence homestead exemption for individual age 65 or older. The amended subsections of Section 28-3, Tax Exemption on Homestead, of the City's Code shall read as set out in Appendix A, attached hereto. All other portions of Chapter 28, Taxation, including all other portions of Section 28-3, Tax Exemption on Homestead, of the City's code not specifically amended hereby shall remain in full force and effect.

**Section 2.** All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

**Section 3.** If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance of the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section, or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

**Section 4.** The City Council officially finds, determines, and declares that a sufficient written notice of the date, hour, place, and subject of the meeting at which this Ordinance was discussed, considered, or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that the meeting has been open to the public as required by law at all at times during such

Attachment: Ordinance - Exemptions (1964 : Increase of the Residence Homestead Exemption)

discussion, consideration, and action. The City Council ratifies, approves, and confirms such notice and the contents and posting thereof.

**Section 5.** This Ordinance shall be effective with the 2016 tax year.

**PASSED, APPROVED, and ADOPTED** this 20<sup>th</sup> day of June, 2016.

(SEAL)

**ATTEST:**

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

**SIGNED:**

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

**APPROVED AS TO FORM:**

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

Attachment: Ordinance - Exemptions (1964 : Increase of the Residence Homestead Exemption)

## Tax Exemption Comparison 2015 Tax Year

Appraised value \$1,000,000					
	<u>Bellaire</u>		<u>West U</u>	<u>Southside Place</u>	<u>Houston</u>
	Current	Proposed			
2015 Tax Rate	0.3805	0.3805	0.3318	0.3240	0.6011
Homestead Exemption	0.20	0.20	0.00	0.00	0.20
Over 65/disabled exemption	135,000	<b>250,000</b>	185,000	185,000	160,000
Home Taxable Value	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Homestead Exemption	(200,000)	(200,000)	-	-	(200,000)
Over 65	(135,000)	(250,000)	(185,000)	(185,000)	(160,000)
Adjusted Tax Value	\$665,000	\$550,000	\$815,000	\$815,000	\$640,000
Taxes Due	\$2,530.33	<b>\$2,092.75</b>	\$2,704.09	\$2,640.60	\$3,847.04
Exemption % of taxable value	34%	<b>45%</b>	19%	19%	36%
<b>Net decrease in property taxes due per household</b>	<b>\$438 per household</b>				
<b>Net decrease in property taxed due annually</b>	<b>\$548,376 1,252 over 65</b>				
<b>Current revenue &gt; 65</b>	\$3,168,812	\$2,620,436	\$548,376		
<b>Total &gt; 65 and disabled</b>		<b>\$548,376</b>			

Attachment: Exemption Comparison (1964 : Increase of the Residence Homestead Exemption)

## Tax Exemption Comparison 2015 Tax Year

Appraised value	\$665,000			
	<b><u>Bellaire</u></b>	<b><u>West U</u></b>	<b><u>Southside Place</u></b>	<b><u>Houston</u></b>
	Current	Proposed		
2015 Tax Rate	0.3805	0.3805	0.3318	0.3240
Homestead Exemption	0.20	0.20	0.00	0.00
Over 65/disabled exemption	135,000	<b>250,000</b>	185,000	185,000
Home Taxable Value	\$665,000	\$665,000	\$665,000	\$665,000
Homestead Exemption	(133,000)	(133,000)	-	-
Over 65	(135,000)	(250,000)	(185,000)	(185,000)
Adjusted Tax Value	\$397,000	\$282,000	\$480,000	\$480,000
Taxes Due	\$1,510.59	<b>\$1,073.01</b>	\$1,592.59	\$1,555.20
Exemption % of taxable value	40%	<b>58%</b>	28%	28%
<b>Net decrease in property taxes due per household</b>	<b>\$438</b>	<b>per household</b>		
<b>Net decrease in property taxed due annually</b>	<b>\$548,376</b>	<b>1,252 over 65</b>		
<b>Current revenue &gt; 65</b>	\$1,891,772	\$1,343,396	<b>\$548,376</b>	
<b>Total &gt; 65</b>		<b>\$548,376</b>		

Attachment: Exemption Comparison (1964 : Increase of the Residence Homestead Exemption)



**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Clerk  
Category: Policy  
Department Head: Tracy L. Dutton  
DOC ID: 1966

**SCHEDULED  
ACTION ITEM (ID # 1966)**

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**Item Title:**

Consideration of and possible action to direct the City Manager to use data available, including the 2013 Sidewalk Inventory, to develop a plan for City-initiated sidewalk installation that places a priority on completing the network in the most efficient manner; that is, completing the network first where the network is currently most complete. Such plan should include a construction schedule and budget along with recommendations for funding - Requested by Trisha S. Pollard, Council Member, and Roman F. Reed, Mayor Pro Tem.

**Background/Summary:**

Trisha S. Pollard, Council Member, and Roman F. Reed, Mayor Pro Tem, have requested an agenda item that would direct the City Manager to use data available, including the 2013 Sidewalk Inventory, to develop a plan for City-initiated sidewalk installation that places a priority on completing the network in the most efficient manner; that is, completing the network first where the network is currently most complete.

Council Member Pollard and Mayor Pro Tem Reed have also requested that the plan include a construction schedule and budget along with recommendations for funding.

**Previous Council Action Summary:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

Council Member Pollard and Mayor Pro Tem Reed request favorable action on this agenda item.

**Mayor and Council**

7008 S. Rice Avenue  
Bellaire, TX 77401



Meeting: 06/20/16 05:30 PM  
Department: City Manager's Office  
Category: Policy  
Department Head: Paul A. Hofmann  
DOC ID: 1952 A

**SCHEDULED  
ACTION ITEM (ID # 1952)**

**Item Title:**

Consideration of and possible action on the adoption of revised City Council Priorities for the City of Bellaire, Texas - Requested by Paul A. Hofmann, City Manager, on behalf of the City Council.

**Background/Summary:**

At the May 5, 2016 Pre-budget planning session, City Council discussed the current Council Priorities. Council agreed on the following changes:

- **Residential/Commercial Safety Focus Area:**
  - *New bullet-* "Develop a comprehensive community pathways plan and seek public input."
- **Public Infrastructure and Facilities Focus Area:**
  - *Update bullet one:* "Proceed with a successor to the Rebuild Bellaire initiative with a focus on both local and regional drainage issues."
  - *Update bullet three:* "Approve and build municipal buildings"
  - *Update bullet four:* "Systematically replace failing waterlines."
- **Residential and Recreational Focus Area:**
  - *Update bullet three:* "Develop, approve, and execute a citywide beautification plan."
  - *Update bullet four:* "Encourage improvement in the business and residential areas of the City."
- **Budget and Finance Focus Area:**
  - *Update bullet three:* "Proactively protect city's AAA bond rating."
  - *Remove bullet six.*
- **Commercial Redevelopment Focus Area:**
  - *Update bullet three:* "Continue proactive dialogue with the business community."
  - *Update priority bullet four:* "Remain sensitive to and address commercial/institutional/municipal impact on adjacent residential areas."

Based on comments and direction provided by Council, the priorities have been edited for Council review. A summary of the Pre-budget planning session and a red-lined copy of the amended priorities document have been attached for review.

**Previous Council Action Summary:**

The City Council Priorities were previously updated and adopted on July 13, 2015.

**Fiscal Impact:**

N/A

**Recommendation:**

The City Manager recommends approval and adoption of the amended Council Priorities list.

**ATTACHMENTS:**

- Council Priorities - As of 6.20.16 Redlined (PDF)
- Bellaire Strategic Thinking Discussion Directions Process 2016v.final (PDF)



Attachment: Council Priorities - As of 6.20.16 Redlined (1952 : Consideration and Adoption of Amendments to Council Priorities)

**A. RESIDENTIAL/COMMERCIAL SAFETY FOCUS AREA:****Statement:**

**The City Council of the City of Bellaire, Texas, is dedicated to providing a safe and secure community, as well as to enhance the quality of life, for its residents and corporate citizens.**

**It is a priority of this council to:**

- Ensure that the Bellaire public is fully aware that safety and security are the City's number one priorities.
- Ensure that the Bellaire Police and Fire Departments are provided the resources to remain fully staffed, equipped, trained and ready to respond to provide maximum protection to our citizens.
- Maintain effective community outreach and education programs in the Fire and Police Departments to ensure that citizens are informed and aware of programs and activities designed to enhance the safety of the public.
- Provide a forum for the public to provide feedback with respect to safety and security concerns.
- Examine the potential for developing new policies that will enhance the safety and security of the community.
- Develop a comprehensive community pathways plan and seek public input.

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**B. PUBLIC INFRASTRUCTURE AND FACILITIES FOCUS AREA:****Statement:**

**The City Council of the City of Bellaire, Texas, is dedicated to ensuring that the existing public infrastructure and facilities are reviewed, evaluated, and maintained to the highest possible standard for its residents and corporate citizens and that the acquisition of new public infrastructure and facilities, if appropriate, will be considered with the best interests of Bellaire's residents and corporate citizens in mind.**

**It is a priority of this council to:**

- ~~Proceed directly with Rebuild Bellaire Phase 5.~~ Proceed with the successor to the Rebuild Bellaire program with a focus on both local and regional drainage issues.
- Ensure that streets, sanitary and storm sewers, and water lines are constructed and maintained using state of the art methods and materials, and that infrastructure failure is analyzed to provide information for continual process improvement.
- ~~Develop a desired facilities layout based on input from the Ad Hoc Municipal Facilities Committee.~~ Approve and build municipal buildings.



- ~~Continue to evaluate opportunities to take advantage of favorable economic conditions to accelerate public infrastructure projects.~~ Systematically replace failing waterlines.

#### C. RESIDENTIAL AND RECREATIONAL FOCUS AREA:

##### Statement:

The City Council of the City of Bellaire, Texas, will take a proactive role in the long-term development of cultural and recreational areas and implementation of community character enhancements to ensure that Bellaire is the most desirable city in the area.

##### It is a priority of this council to:

- Support and implement Parks Master Plan.
- Remain sensitive to and address commercial/institutional impact on adjacent residential areas.
- ~~Develop and implement a plan for City Beautification.~~ Develop, approve, and execute a citywide beautification plan.
- ~~Look for opportunities to improve the appearance of the residential areas of the City.~~ Encourage improvement in the business and residential areas of the City.

#### D. BUDGET AND FINANCE FOCUS AREA:

##### Statement:

The City Council of the City of Bellaire, Texas, is dedicated to ensuring the continued development of sound fiscal policies and effective budget oversight.

##### It is a priority of this council to:

- Evaluate costs vs. benefits of all City services and programs.
- Maintain competitive employee salary and benefits plan.
- Proactively protect ~~City's~~ city's ~~favorable~~ AAA bond rating.
- Proactively protect City's asset value.
- Proactively pursue refunding opportunities for existing bond issuances.
- ~~Conduct a mid-year financial review.~~

## E. COMMERCIAL REDEVELOPMENT FOCUS AREA

### Statement:

The City Council of the City of Bellaire Texas is dedicated to proactively seeking ways to enhance economic viability of the Bellaire business community in concert with the Comprehensive Plan, as approved and adopted on November 16, 2009

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### It is a priority of this council to:

- Draft and adopt ordinances to facilitate the implementation of the Comprehensive Plan.
- Encourage new business development; facilitate business expansion and provide a diverse basis of business opportunities for residents.
- ~~Foster a structured dialogue with the business community.~~ [Continue proactive dialogue with the business community.](#)
- Remain sensitive to and address commercial/institutional/[municipal](#) impact on adjacent residential areas.
- Continue to recognize the benefits of healthy residential development.
- Look for opportunities to improve the appearance of the downtown area.



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**Council Strategic Thinking/Discussions/Directions Process**  
*Executive Summary*

May 12, 2016

Paul Hofmann  
City of Bellaire  
7008 S. Rice Avenue  
Bellaire, TX 77401

**Re: Executive Summary of the Council Strategic Thinking/Discussions  
Directions Process with the Bellaire City Council**

Dear Paul,

Thank you for choosing The Management Connection, Inc. as your professional facilitation firm. This is the Executive Summary following the Council Strategic Thinking/Discussions/Direction Process having occurred on May 5, 2016. We appreciate the opportunity to work with you and the City of Bellaire.

*Strategic Thinking/Discussions/Directions Process*  
*Executive Summary*

**PROCESS**

The purpose of the Bellaire Council Strategic Thinking/Discussions/Directions Process is to build upon its strategic foundation for Council priorities and City staff planning efforts. This Process provides the Council the opportunity to review, revise, and add to existing elements of strategic planning.

The topics presented for the Bellaire City Council to address during this Strategic Process included: The City of Bellaire Strategic Planning Model, a Comprehensive Plan Update, Council Priorities, a Draft Capital Improvement Plan, Fiscal Forecast, Bond Sale Schedule, and FY17 Budget Themes. The following is a record of the outcomes/directions provided by the Council throughout the workshop. Outcomes/directions are separated by topic using a Discussion/Outcome Model.







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**TOPIC: CITY OF BELLAIRE STRATEGIC PLANNING MODEL**

**DISCUSSION:** Staff presented the City of Bellaire Strategic Planning Model to Council for the purpose of providing background and updates.

**OUTCOME/DIRECTION:**

- The Mayor expressed appreciation in using this model because it places everything in its proper context.

**TOPIC: COMPREHENSIVE PLAN UPDATE**

**DISCUSSION:** Development Services Director, John McDonald, presented the Comprehensive Plan to Council for the purpose of providing background and updates. Council provided their feedback for several items. Support, outcomes/direction are provided below.

**OUTCOMES/DIRECTION:**

**1. City Center Revitalization**

- Council supported City Center Revitalizations.

**2. UVT District**

Council discussed development plans, zoning uses and transit service for existing and planned developments in Bellaire (i.e., HEB and Bellaire Gardens were two developments brought to the discussion). Council agreed on the following direction for staff.

- Place an item on the Agenda to move the existing transit center.

**3. Life-Cycle Housing Initiatives**

- Council supported Life-Cycle Housing Initiatives.

**4. Municipal Facilities Reconstruction/Upgrade**

There was discussion on municipal facilities reconstruction and upgrades. Per staff, this item had been added to the Master Plan, Comprehensive Plan, and CIP to focus funds. Staff explained R.O.W. funds earmarked for Paseo Park are restricted for park uses. (Topic also addressed during the Bond Election discussion).

Council agreed on the following direction for staff.

- Budget for future spending on Infrastructure.
- Draft Resolution to be placed on Agenda for support.

**5. Parks Master Plan Implementation**

- Council supported Parks Master Plan Implementation.

**TOPIC: BEAUTIFICATION COMPONENTS WITHIN THE COMPREHENSIVE PLAN**

**DISCUSSION:** Staff presented the Beautification Components within the Comprehensive Plan to Council for the purpose of providing background and updates. There was a discussion by the Council concerning increasing beautification efforts





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made by the City. In addition, they desire to have a visible commitment made by the City Council to support funding, designing efforts, and the Citizens for a Beautiful Bellaire.

Further discussion outlined what beautification efforts entailed. Council expressed that beautification is to consider wayfinding signage, entrance markers, and the City logo in addition to landscaping plans. The City Council has explicitly expressed their desire to work with the Citizens for a Beautiful Bellaire by encouraging them to continue as the steering committee for this effort. Council agreed on the following direction for staff.

**OUTCOMES/DIRECTION:**

- Draft a Resolution to express commitment of the City Council to this initiative by: 1. honoring the work of the Citizens for a Beautiful Bellaire, 2. making sure there is a funding mechanism by taking actionable steps to fund, and 3. exploring professional, qualified consultants to create a comprehensive plan.
  - Place Resolution on Agenda for the Council's support.
- Develop a procedure/process to institute a plan for beautification.
  - Communicate plan to the Citizens of a Beautiful Bellaire for their support.
- Educate the public on beautification within Bellaire.

**TOPIC: COUNCIL PRIORITIES**

**DISCUSSION:** City Manager, Paul Hofmann, presented the Bellaire City Council Priorities to the Council for the purpose of providing background and updates. These priorities were last updated in July 2015. Council reviewed the priorities and their focus areas to determine whether or not they were still valid. Council agreed on the following direction for staff.

**OUTCOMES/DIRECTION:**

**1. Residential/Commercial Safety Focus Area**

- All "generally" remain valid.
- Add new priority: "Develop a comprehensive community pathways plan and seek public input." This priority includes sidewalks, lighting associated with these pathways, architectural standards, written factors to be considered for exceptions to this policy.

**2. Public Infrastructure and Facilities Focus Area**

- Make the following acknowledgments and changes to the priorities under this section:
  - Bullet 1 – "Proceed with the successor to the Rebuild Bellaire program with a focus on both local and regional drainage issues."





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- Bullet 2 – Remains valid as is.
- Bullet 3 – “Approve and build municipal buildings.”
- Bullet 4 – Systematically replace failing waterlines.
- Inform citizens of this policy.
- Explore sending staff to failure analysis training.
- 3. Residential and Recreation Focus Area**
  - Make the following acknowledgments and changes to the priorities under this section:
    - Bullet 1 – Remains valid as is.
    - Bullet 2 – Remains valid as is.
    - Bullet 3 – “Develop, approve, and execute a city-wide beautification plan.”
    - Bullet 4 – “Encourage improvement in the business and residential areas of the City.”
- 4. Budget and Finance**
  - Make the following acknowledgments and changes to the priorities under this section:
    - Bullet 1 – Remains valid as is.
    - Bullet 2 – Remains valid as is.
    - Bullet 3 – “Proactively protect city’s AAA bond rating.”
    - Bullet 4 – Remains valid as is.
    - Bullet 5 – Remains valid as is.
    - Bullet 6 – Remove.
- 5. Commercial Redevelopment**
  - Make the following acknowledgments and changes to the priorities under this section:
    - Bullet 1 – Remains valid as is.
    - Bullet 2 – Remains valid as is.
    - Bullet 3 – “Continue proactive dialogue with the business community.”
    - Bullet 4 – “Remain sensitive to and address commercial/institutional/municipal impact on adjacent residential areas.”
    - Bullet 5 – Remains valid as is.
  - Allude to when the policy was approved and revised in the policy statement.

**TOPIC: DRAFT CAPITAL IMPROVEMENT PLAN**

DISCUSSION: Assistant City Manager, Diane K. White, presented the Draft Capital Improvement Plan to Council for the purpose of providing background and updates. Staff explained that figures were projections and would be revised according to the direction provided by the Council. A discussion ensued for several projects: Metro





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Revenue for Pavement Maintenance Program, Permanent Restroom facility, Park Signage Master Plan Implementation and Beautification. Council agreed on the following direction for staff.

**OUTCOMES/DIRECTION:**

- Combine the park signage item with the Parks Signage Master Plan.
- Place an asterisk/disclaimer on the budget document to create clarity on CIP placeholders, unless Council directs otherwise. The budget document needs to explain what the CIP actually is. This is to ensure public knows that this is purely a planning document.
- Future discussion is required for future beautification funding.

**TOPIC: FY 2017 GENERAL FUND FISCAL FORECAST ASSUMPTIONS**

**DISCUSSION:** Staff presented Assumption Forecasts for the FY 2017 General Fund. This discussion provided Council the ability to recognize current forecast and debt assumptions. The discussion also provided insight to how the assumptions and projections were developed. Council provided their comment. Council asked questions for clarification. No direction or decisions made.

**OUTCOMES/DIRECTION:**

- 1. General Fund Assumptions**
  - a. Council supported the General Fund Assumptions.
- 2. Debt Service Assumptions**
  - a. Council supported the Debt Service Assumptions.
    - Council expressed interest in exploring a Bond Election in 2016.
- 3. Enterprise Fund Assumptions**
  - a. Council supported the Enterprise Assumptions.

**TOPIC: BOND ELECTION**

**DISCUSSION:** During this presentation, Council discussed whether or not to pursue a Bond Election in November. If yes, they were to provide direction on the projects to include in the package. There was a consensus that waterline replacement was a critical issue. It was determined that the best practice moving forward is to schedule a Bond Referendum. If the Bond Referendum were to fail, Council agreed on the following direction for staff.

**OUTCOMES/DIRECTION:**

- Pursue a Bond Election in November (36 million).
- Institute a frequently asked questions mechanism for a preview into what the voters will want.
- Package the Bond with the following projects:
  - Streets and Drainage (20 million).
    - Research additional options for funding critical waterlines (11 million).





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PROFESSIONAL FACILITATORS

- Courts Facility, Police Facility, City Hall Facility, and Civic Center Facility (5 million).
- Do not pursue adding a Public Works facility for vote. The temporary building can satisfy needs.
  - This includes the possible land purchase.
  - Consider moving this item to FY 2019.

**TOPIC: BUDGET THEMES**

DISCUSSION: Staff presented the FY17 Budget Themes to the Council.

**OUTCOMES/DIRECTION:**

- Council supported the FY17 Budget Themes.

We encourage your continued success as representatives of the City of Bellaire and appreciate our relationship with you. We look forward to each opportunity to serve as your professional facilitators.

Committed to your leadership,

Joe M. Gonzalez, Chief Executive Officer

