



CITY OF BELLAIRE TEXAS

BOARD OF ADJUSTMENT

JULY 21, 2016

Council Chamber

Regular Session

7:00 PM

**7008 S. RICE AVENUE
BELLAIRE, TX 77401**

I. CALL TO ORDER (BY OUTGOING CHAIRMAN)

Chairman Ligh called the meeting to order at 7:00 PM.

II. PLEDGE OF ALLEGIANCE (THE US AND TEXAS)

Chairman Ligh led the Board and the public in the pledge to both flags.

III. CERTIFICATION OF A QUORUM (OUTGOING AND INCOMING BOARD)

Chairman Ligh certified that a quorum of both the outgoing and incoming Boards were present, consisting of the following members:

Attendee Name	Title	Status	Arrived
Patty McGinty	Board Member	Absent	
Amar Raval	Vice Chairman	Present	
Tom Ligh	Chairman	Present	
Debbie Karakowsky	Board Member	Present	
Samir Sinha	Board Member	Present	
William Stone	Board Member	Present	
Seth A. Miller	Board Member	Present	
Jill Almaguer	Vice Chairman	Present	
Jed Mandel	Board Member	Present	
James P. Avioli Sr.	Chairman	Present	
Alan P. Petrov	City Attorney	Present	
ChaVonne Sampson	Development Services Manager	Present	
Ashley Parcus	Secretary	Present	
Gus E. Pappas	Council Member	Absent	

IV. APPROVAL OF REGULAR MEETING MINUTES (OUTGOING BOARD ONLY)

1. Board of Adjustment - Regular Session - Jan 21, 2016 7:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amar Raval, Vice Chairman
SECONDER:	Seth A. Miller, Board Member
AYES:	Raval, Ligh, Karakowsky, Sinha, Stone, Miller
ABSENT:	McGinty

V. COMMUNICATIONS AND REPORTS (OUTGOING BOARD ONLY)

There were no communications or reports.

VI. UNFINISHED BUSINESS (OUTGOING BOARD ONLY)

Chairman Ligh stated that there was an item of unfinished business, but that it would be taken up by the new Board.

VII. SWEARING IN OF NEW BOARD MEMBERS (INCOMING BOARD ASSUMES DUTIES AND OUTGOING BOARD RETIRES)

Attorney Petrov swore in the newly appointed and re-appointed members of the Board.

Chairman Ligh retired from the Board and Vice Chairman Raval took over the meeting.

VIII. INTRODUCTION OF INCOMING BOARD MEMBERS

Jed Mandel-Board Member Mandel stated that he has lived in Bellaire for two years, and that he has a wife and two sons. He added that he felt this would be a good opportunity to become more immersed in the community.

Jim Avioli-Board Member Avioli stated that he is a long time resident of Bellaire and served on City Council for two terms. He added that he really wanted to get active again and is pleased and honored to be selected to work with the Board of Adjustment.

Jill Almaguer-Board Member Almaguer informed everyone that she is hometown girl, and that she attended Bellaire High School. She added that she moved away when she got married, but that her and her husband decided to move back. Board Member Almaguer mentioned that she was looking for opportunities to serve the City, but was unfortunately unsuccessful in the City Council election. She added that she was fortunate enough to be appointed to the Board, and that she appreciates the opportunity to serve.

IX. ELECTION OF CHAIRMAN AND VICE CHAIRMAN (INCOMING BOARD ONLY)

Nominations for Chair: A motion was made by Board Member Karakowsky and seconded by Board Member Stone to nominate Jim Avioli as Chairman of the Board.

Vote: the motion carried on a 7-0 vote.

Nominations for Vice Chair: A motion was made by Chairman Avioli and seconded by Board Member Stone to nominate Jill Almaguer as Vice Chairman of the Board.

Vote: the motion carried on a 7-0 vote.

Jim Avioli and Jill Almaguer were appointed Chairman and Vice Chairman, respectively.

X. CONSIDERATION AND ADOPTION OF THE RULES OF PROCEDURE (INCOMING BOARD ONLY)

1. Rules of Procedure

Chairman Avioli suggested that the Board postpone the adoption of the Rules of Procedure in an effort to let the new members of the Board review them in more detail.

Attorney Petrov mentioned that the Board needs to have rules in place, even if they are only temporary. He suggested that the Board go ahead and adopt the Rules of Procedure for this meeting and re-visit this item again at the next meeting to determine if any revisions need to be made.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Samir Sinha, Board Member
SECONDER:	Amar Raval, Board Member
AYES:	Stone, Almaguer, Raval, Avioli, Karakowsky, Mandel, Sinha

XI. COMMUNICATIONS AND REPORTS (INCOMING BOARD ONLY)

There were no Communications or Reports.

XII. GENERAL COMMENTS FROM PUBLIC (LIMITATIONS: SIX (6) MINUTES PER SPEAKER WITH EXTENSIONS IN TWO (2) MINUTE INCREMENTS AS APPROVED BY A MAJORITY VOTE OF THE BOARD MEMBERS PRESENT)

Tom Ligh-Mr. Ligh thanked the previous Board Members for their cooperation and great work, and congratulated the newly appointed Board Members.

David Almaguer-Mr. Almaguer informed the Board that he is Vice Chairman Almaguer's husband. He stated that as a public servant himself he appreciates the job that the Board does for the Community. He added that he is very proud to be living in Bellaire and of people like them who volunteer to do this kind of work.

XIII. GENERAL COMMENTS FROM BOARD MEMBERS (INCOMING BOARD ONLY)

Board Member Stone welcomed the new members and stated that he looks forward to working with everyone.

Vice Chairman Almaguer stated that she would like to get to know each of the other Board Members and their backgrounds a little bit better.

Chairman Avioli agreed and asked if she had any suggestions on how to do that.

Vice Chairman Almaguer suggested that staff could possibly put together biographies and contact information for the Board Members.

Chairman Avioli mentioned that the members could also take some time to get to know each other at the training session that was coming up. He asked staff to look into putting together the biographies from each member's application.

Chairman Avioli then asked the Board Member's who had been on during the previous term if there were any cases that came before the Board that they could share with the new members.

Board Member Raval mentioned that the Board only had a couple meetings during the year.

Staff stated that the last meeting was in January to approve the Annual Report.

Chairman Avioli mentioned that the Board will probably get some applications before them pretty soon.

XIV. ANNOUNCEMENTS

ChaVonne Sampson, Development Services Manager-Ms. Sampson introduced herself to the new members of the Board and welcomed them. She then informed everyone to please RSVP to Tracy Dutton for the upcoming training session, if they have not already

done so. Ms. Sampson stated that it will begin at 6:30 PM in the Civic Center, and that a meal will be provided.

Staff also informed the Board that Condit Elementary had applied for a monument sign, and if all goes well the Board will be considering that application in August.

XV. ADJOURNMENT

Motion: a motion was made by Board Member Raval and seconded by Board Member Karakowsky to adjourn the Regular Meeting.

Vote: the motion carried on a unanimous vote of 7-0.

The meeting was adjourned at 7:22 PM.