

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

MARCH 6, 2017

Council Chamber	Regular Session	6:00 PM
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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 - 6:00 P.M.

A. Call to Order - Andrew S. Friedberg, Mayor.

B. Announcement of a Quorum - Andrew S. Friedberg, Mayor.

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

D. Pledges of Allegiance - Michael Fife, Council Member.

1. U.S. Pledge of Allegiance:

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

2. Pledge to the Texas Flag:

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

I. TOWN HALL MEETING (BOND IMPLEMENTATION AND ONGOING DRAINAGE WORK)

A. Introduction - Andrew S. Friedberg, Mayor.

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

C. Presentation:

City of Bellaire Bond Program Implementation and Ongoing Drainage Work Report - Presented by City Engineer James Andrews of ARKK Engineers, LLC.

D. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the town hall meeting. Each speaker shall have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute is left.

E. Questions from the Mayor and City Council.

F. Adjourn.

II. REGULAR MEETING

A. Call to Order - Andrew S. Friedberg, Mayor.

B. Announcement of a Quorum - Andrew S. Friedberg, Mayor.

C. 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.]

D. 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 January 31, 2017 - Submitted by Terrence Beaman, Chief Financial Officer.
3. Quarterly Report from the Evelyn's Park Conservancy Board - Presented by Denton Ragland, Executive Director, Evelyn's Park Conservancy.

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. Adoption of Minutes:

Consideration of and possible action on the adoption of the minutes of the Regular Session (Annual State of the City Meeting) of the City Council of the City of Bellaire, Texas, held on Monday, February 6, 2017 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Feb 6, 2017 7:00 PM

b. Temporary Code Suspension:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Evelyn's Park Conservancy to serve beer and wine throughout Evelyn's Park during their special fundraising event, Dining By Fireflies, to be held in Evelyn's Park, 4400 Bellaire Boulevard, Bellaire, Texas 77401, on Thursday, April 20, 2017, from 6:00 p.m. to 10:00 p.m. - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities.

2. Adoption of Ordinance:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement by and between 24/6 Technical Services, LLC, and the City of Bellaire, Texas, for On-Call Mechanical and Electrical Services for Water and Wastewater Facilities for an initial term commencing on March 7, 2017, ending on March 6, 2018, based on rates as outlined in the Standard Form of Agreement - Submitted by Diane K. White, Assistant City Manager.

3. Item for Individual Consideration:

Discussion and possible action regarding compensation paid to the Judges, Prosecutor, and Deputy Prosecutors of the Municipal Court of the City of Bellaire, Texas - Submitted by Roman F. Reed, Mayor Pro Tem.

F. Community Interest Items from the Mayor and 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.

G. Adjourn.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 03/06/17 06:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 2213

**SCHEDULED
INFORMATION ITEM (ID
2213)**

Item Title:

City of Bellaire Bond Program Implementation and Ongoing Drainage Work Report - Presented by City Engineer James Andrews of ARKK Engineers, LLC.

Background/Summary:

A presentation by the City Engineer regarding the City of Bellaire bond program implementation and ongoing drainage work. Members of the community will have an opportunity to offer comments to City Council.

Previous Council Action Summary:

The City Manager provided a report on project selection criteria and a three year master project schedule on February 20. Project groups identified were: Water and Wastewater Lines, the completion of projects identified and designed through the Rebuild Bellaire Program, new street and drainage projects identified, and sidewalk projects.

Fiscal Impact:

The source of funding for the referenced projects will be provided through the issuance of general obligation bonds.

City Attorney Review:

N/A

Recommendation:

Hear the report and ask questions as appropriate.

ATTACHMENTS:

- Townhall Meeting Presentation (PDF)



Town Hall Meeting Bonds for a Better Bellaire 2016 Project Selection Process

Presented By

James B. Andrews, ***P.E.***

City Engineer

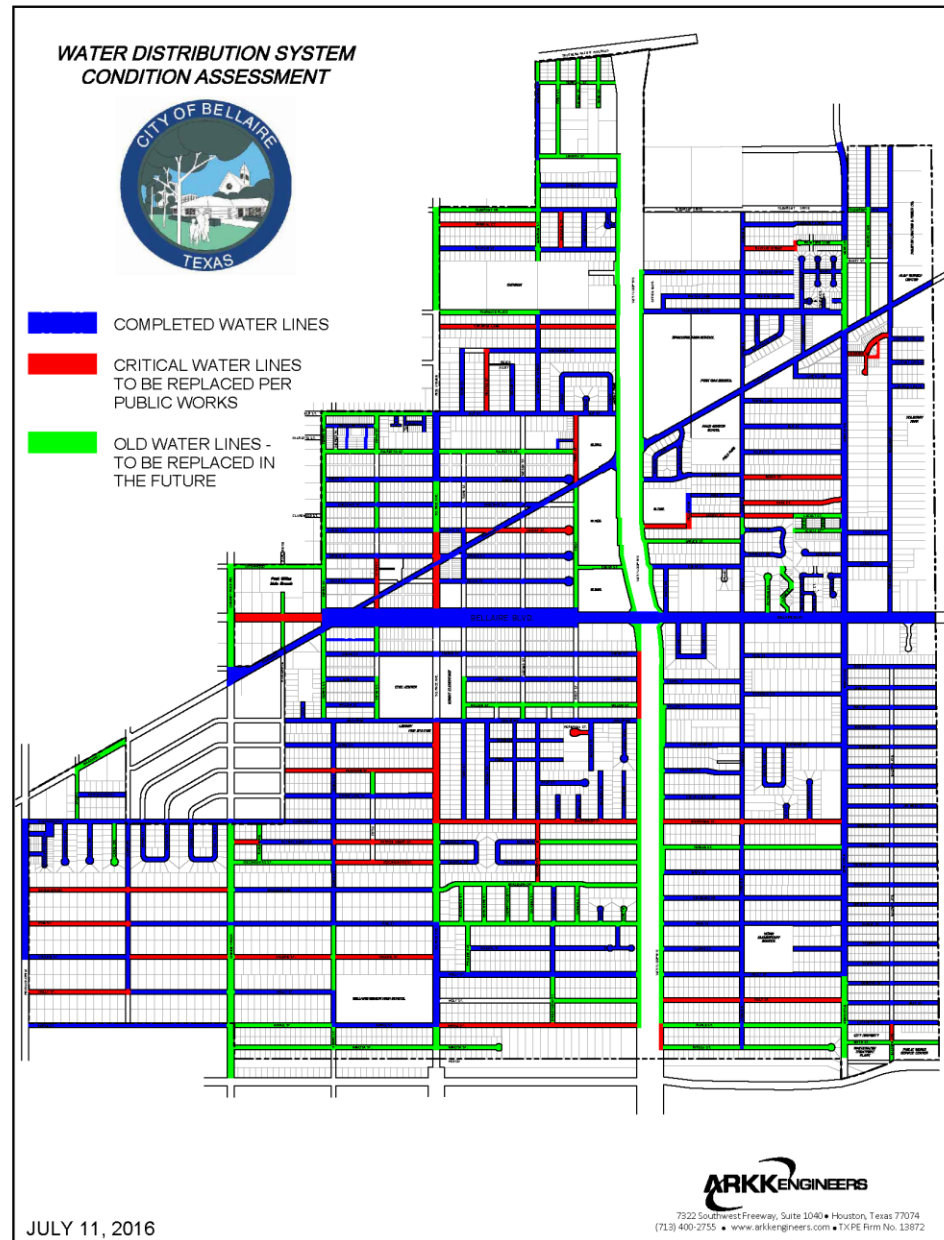
Bonds for a Better Bellaire 2016

Tonight's Discussion

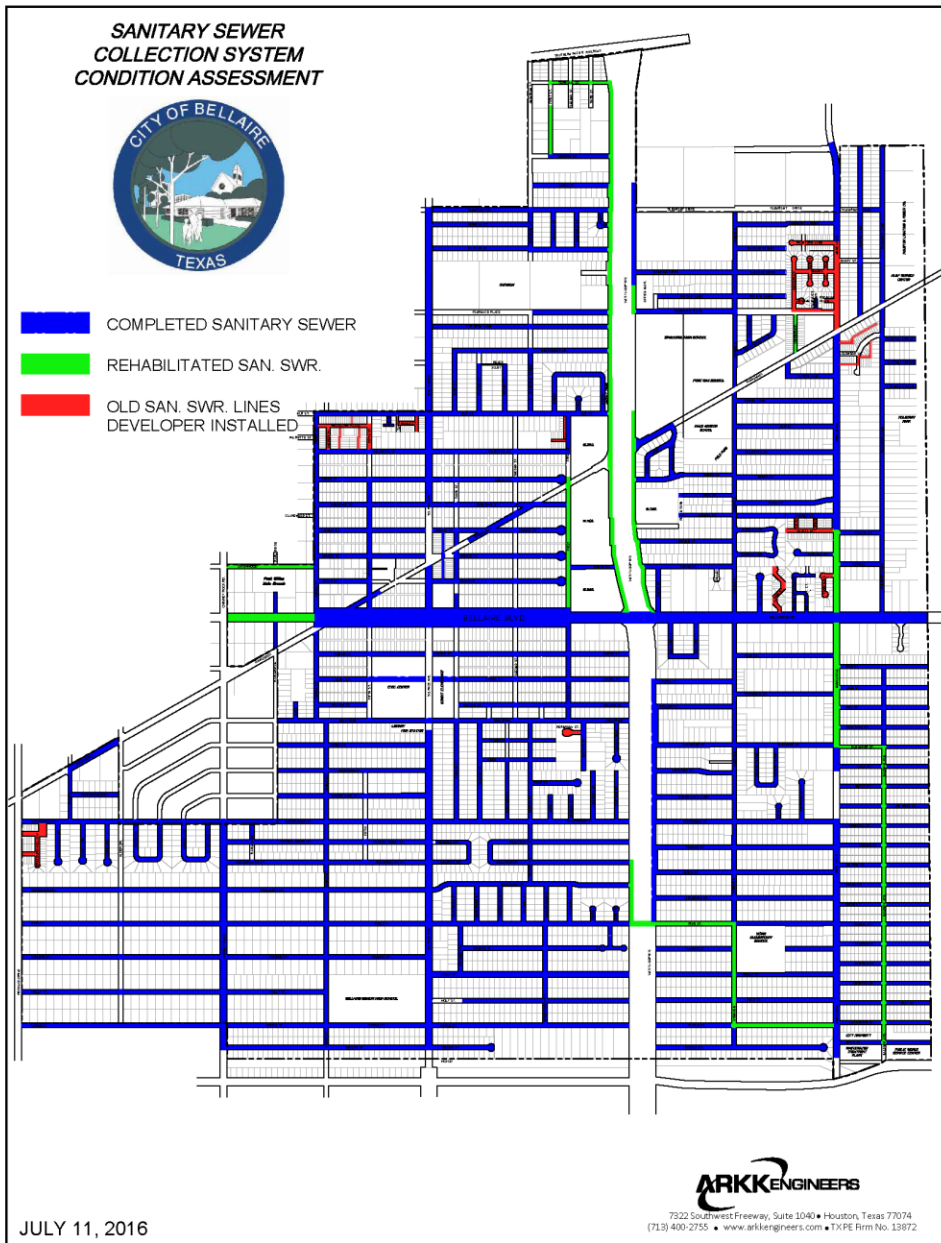
WATER & WASTEWATER LINES

STREET & DRAINAGE

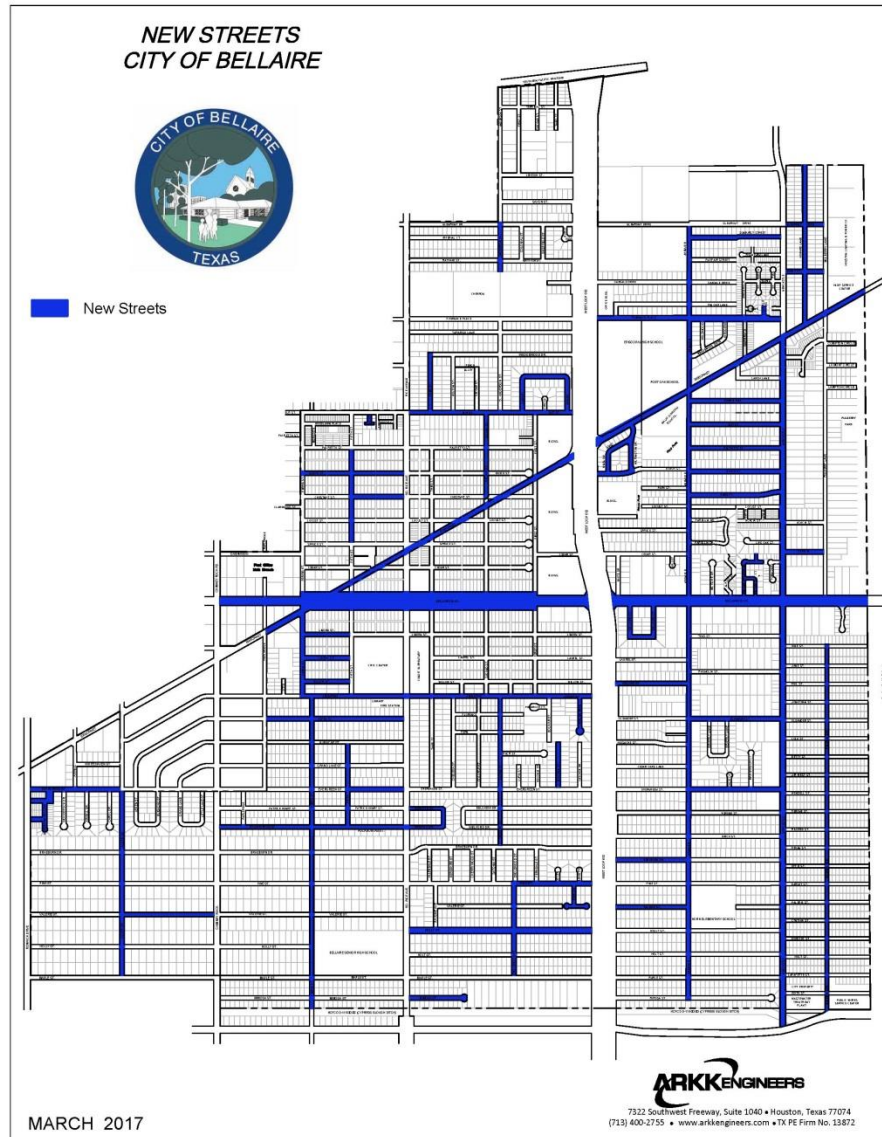
SIDEWALKS



WATER LINE DISTRIBUTION SYSTEM CONDITION ASSESSMENT

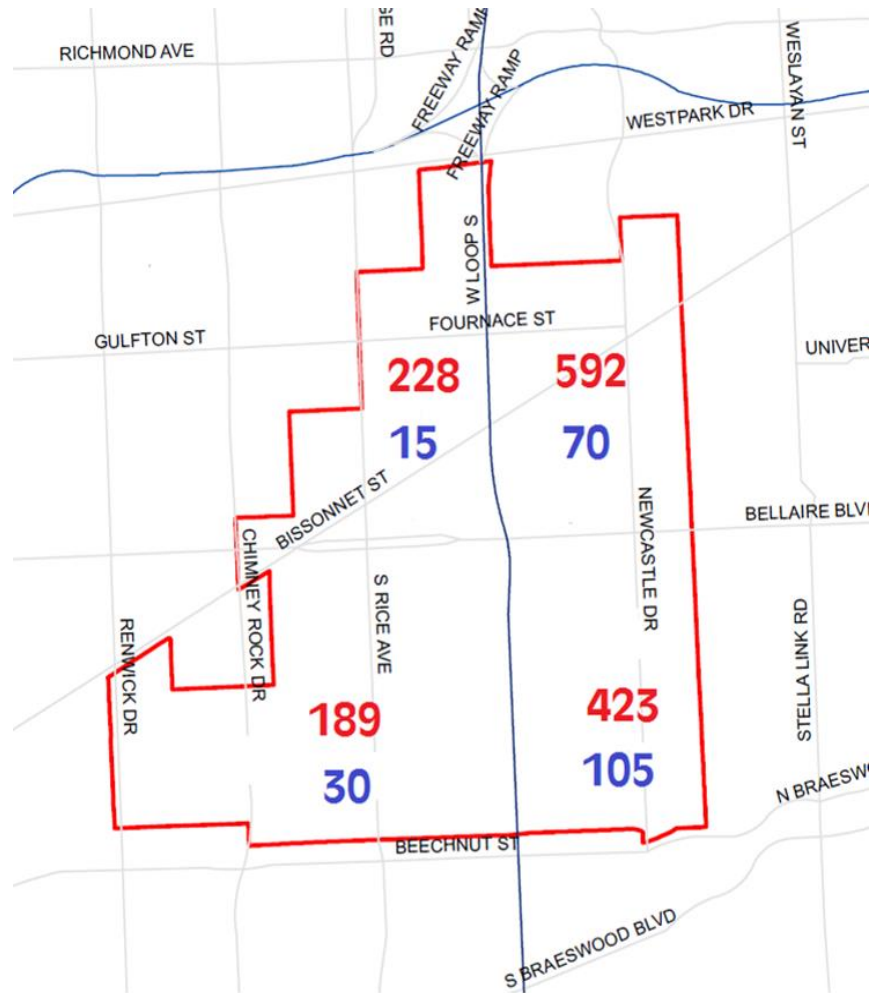


SANITARY SEWER COLLECTION SYSTEM CONDITION ASSESSMEN'



NEWER CONCRETE STREETS

- Flooded structures by area during Tropical Storm Allison & the May 2015 Storm



Reported Structures Flooded

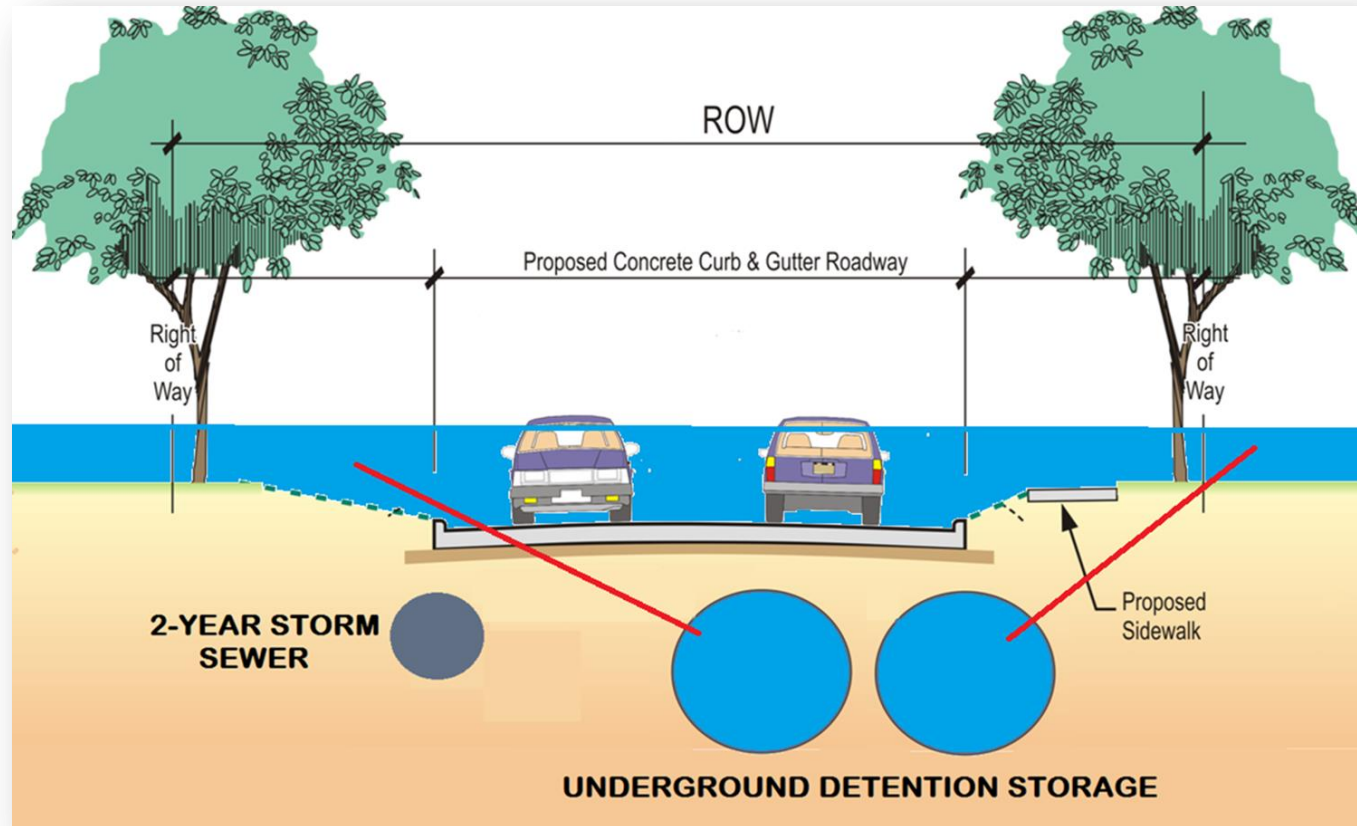
Allison 1432

JUNE 9, 2001

May 2015 220



Current Drainage Standards vs Future Opportunities



Street & Drainage Assessment Criteria

City of Bellaire - Public Works Department Storm Drainage Priority Rating System

1.C.a

Purpose:

To protect the citizens and property of the City of Bellaire by reducing the damage and hazards associated with stormwater run-off.

Calculation:

Each block/segment in the City starts off with a Drainage Ranking Score (DRS) of 0. P are added as shown below in order to provide a ranking of areas for candidate pr locations. This calculation may be redone as new information becomes available.

Item #	Criteria Description	Points
1.)	Structural Flooding Damage	25 maxim
	No Structures Flooded	0
a	Structural Flooded Recorded	10
	Pre 1980 Construction	15
	1980-1994	20
	1995-2004	25
	2005-Present	25
2.)	Existing Drainage Infrastructure	10 maxim
	less than 25%	10
a	Existing Capacity Versus a 2- Year Standard Design	8
	25% to 50%	5
	50% to 75%	0
	Greater than 75%	0
3.)	Drainage Study	10 maxim
a	Excessive Ponding Identified in the Drainage Study	0
	No	10
	Yes	10
4.)	Drainage Area	5 maxim
	Less Than 0-10 Acres	0
a	Size of Drainage Area Served by Storm Sewer	2
	10-20 Acres	4
	20-50 Acres	5
	Greater than 50 Acres	5
5.)	Open Ditch	5 maxim
a	Is the block served by an open ditch	0
	No	5
	Yes	5
6.)	Project Readiness	35 maxim
a	Design Status	0
	No Design Complete	15
	Partial Design Finished	35
	Complete Design	35
7.)	Regional System	5 maxim
a	Is there an opportunity for Consideration in a Regional Drainage Project	0
	No	5
	Yes	5
8.)	Redevelopment Opportunity	5 maxim
a	Is there an opportunity for future redevelopment on this block	0
	No	5
	Yes	5
		100 MAXIM

Attachment: Townhall Meeting Presentation (2213 : Town Hall Meeting - Bond Program

City of Bellaire, TX
Network Coverage Example Map

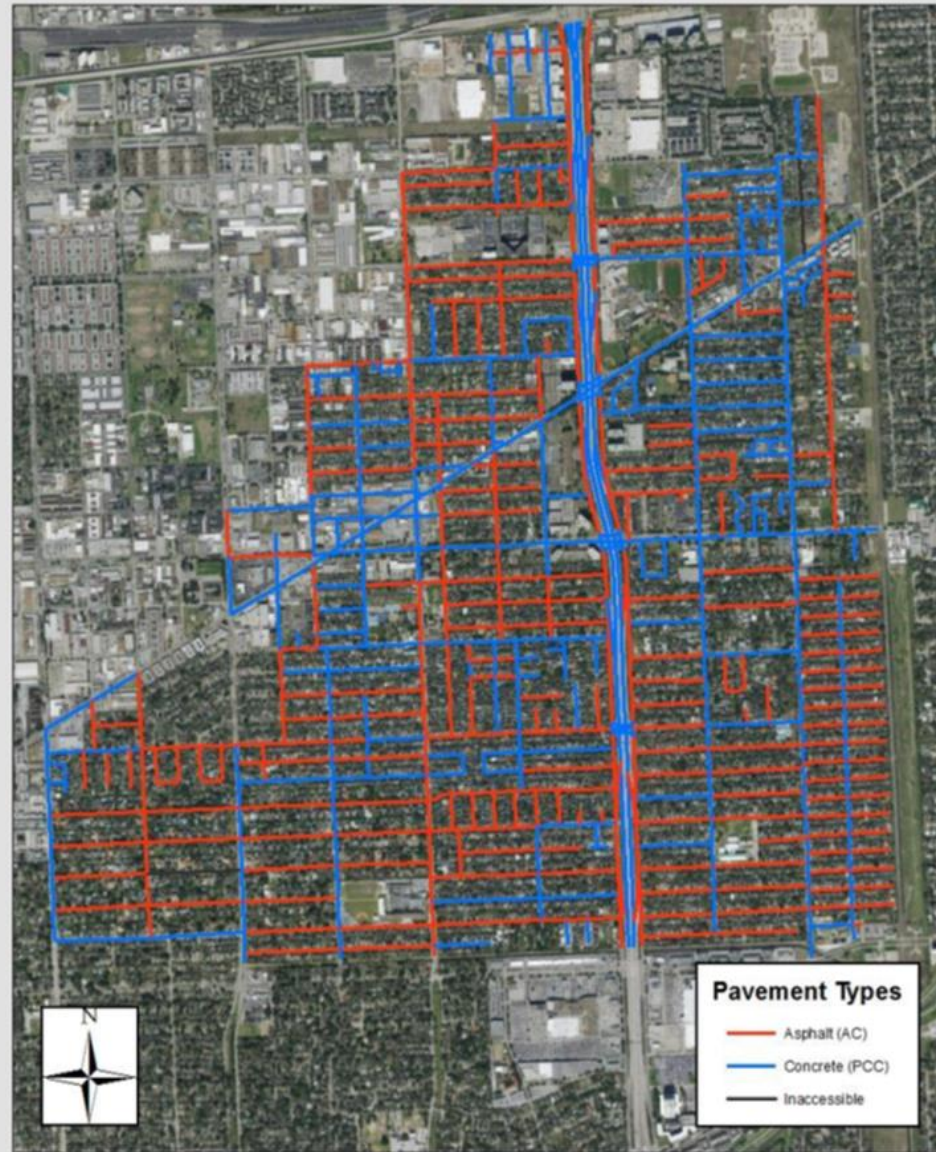


DTS Street Mapping Coverage

DTS Street Pavement Types

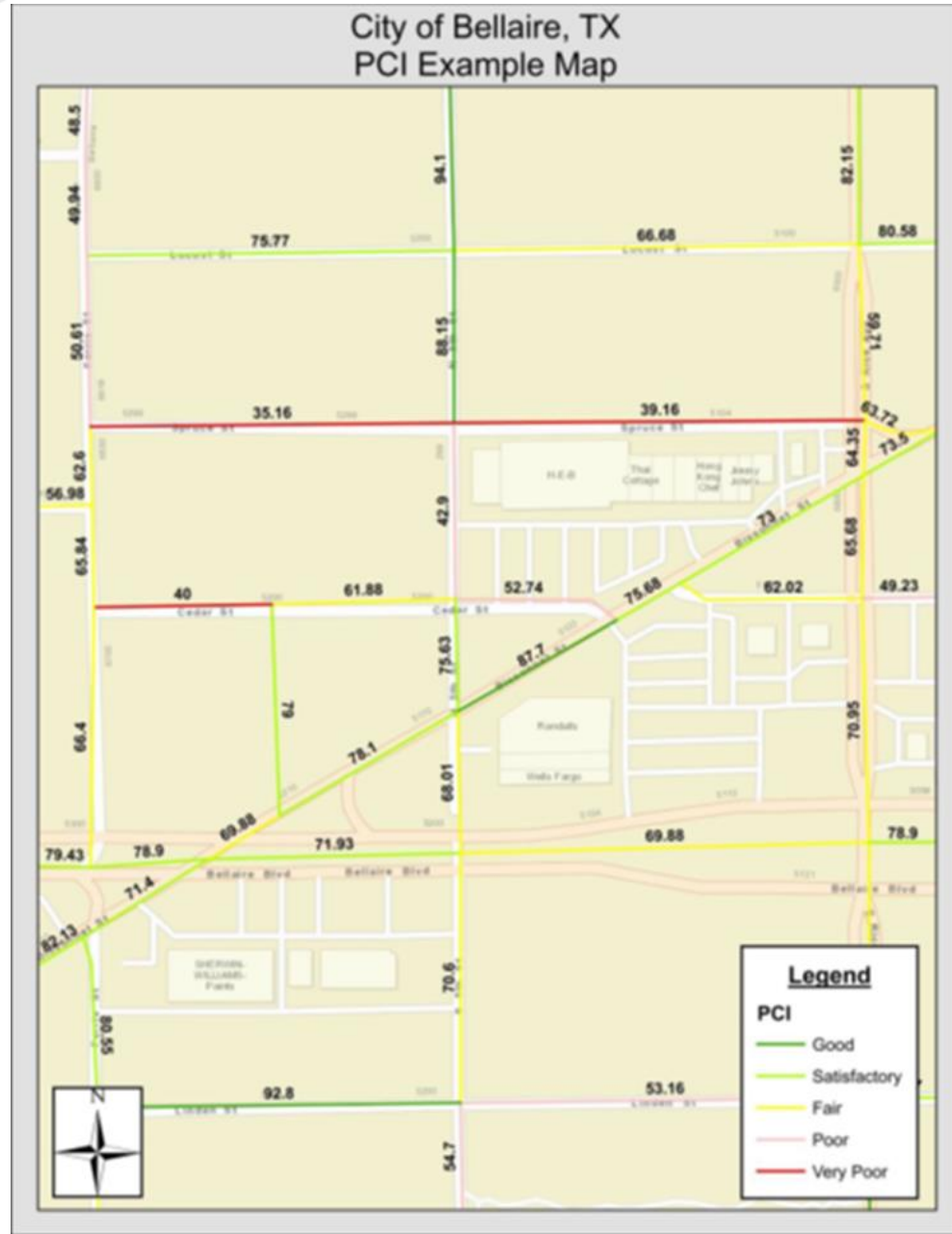
Attachment: Townhall Meeting Presentation (2213 : Town Hall Meeting - Bond Program

City of Bellaire, TX
Pavement Type Distribution



- **RED** Asphalt Surface

- **Blue** PC Concrete



DTS PCI Example Map of Spruce Street Area



1955

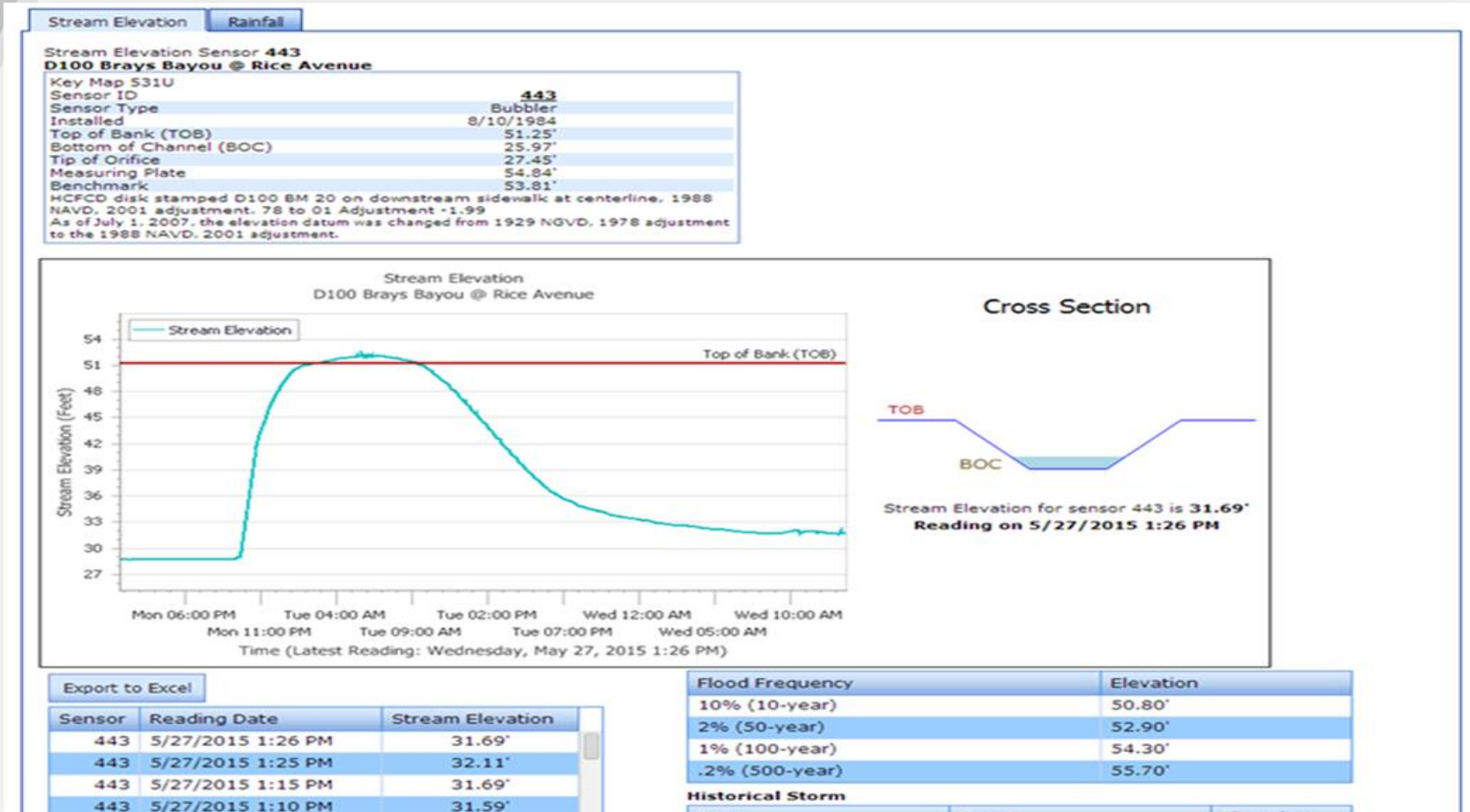


TSA June 2001



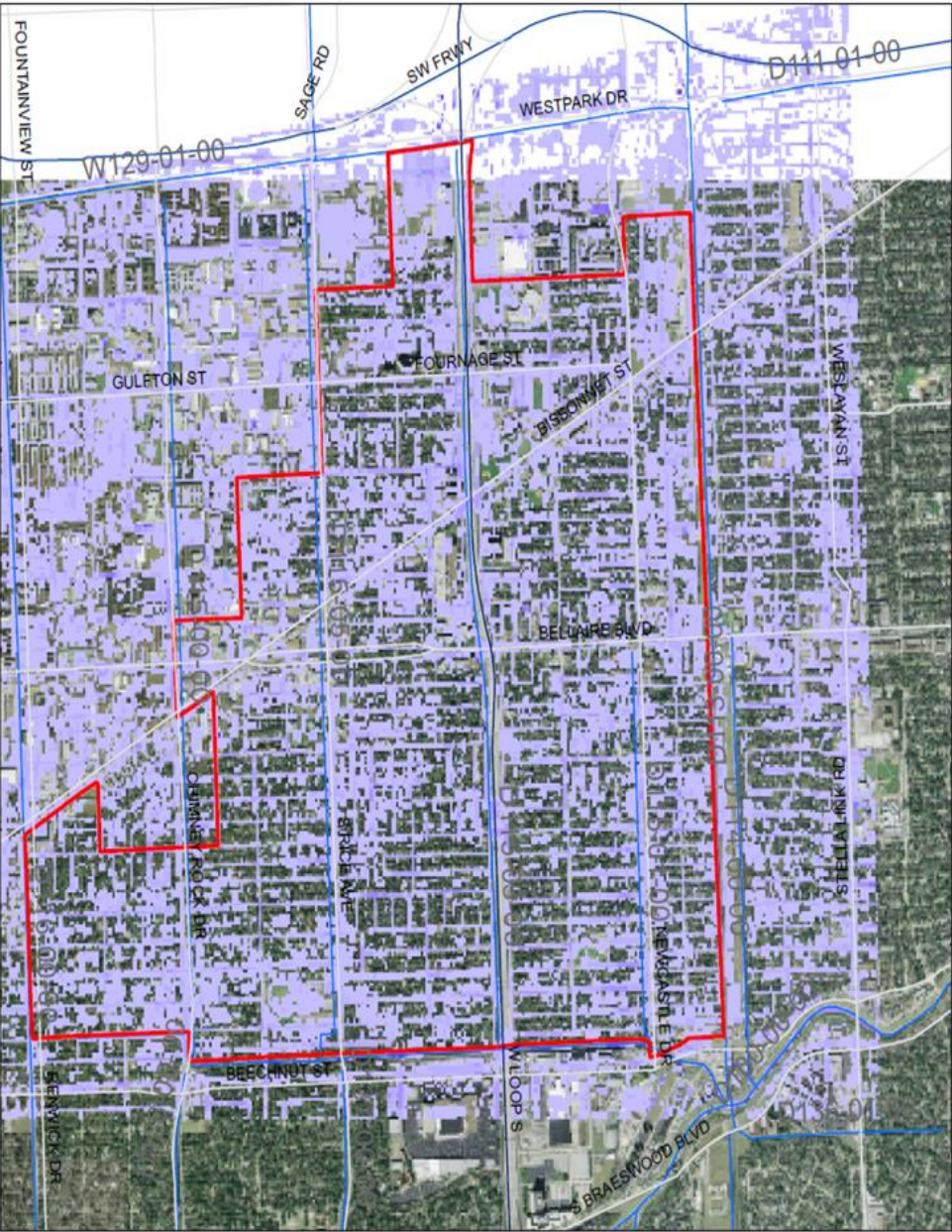
May 2015

Brays Bayou May 2015 HCFCD S. Rice Gage



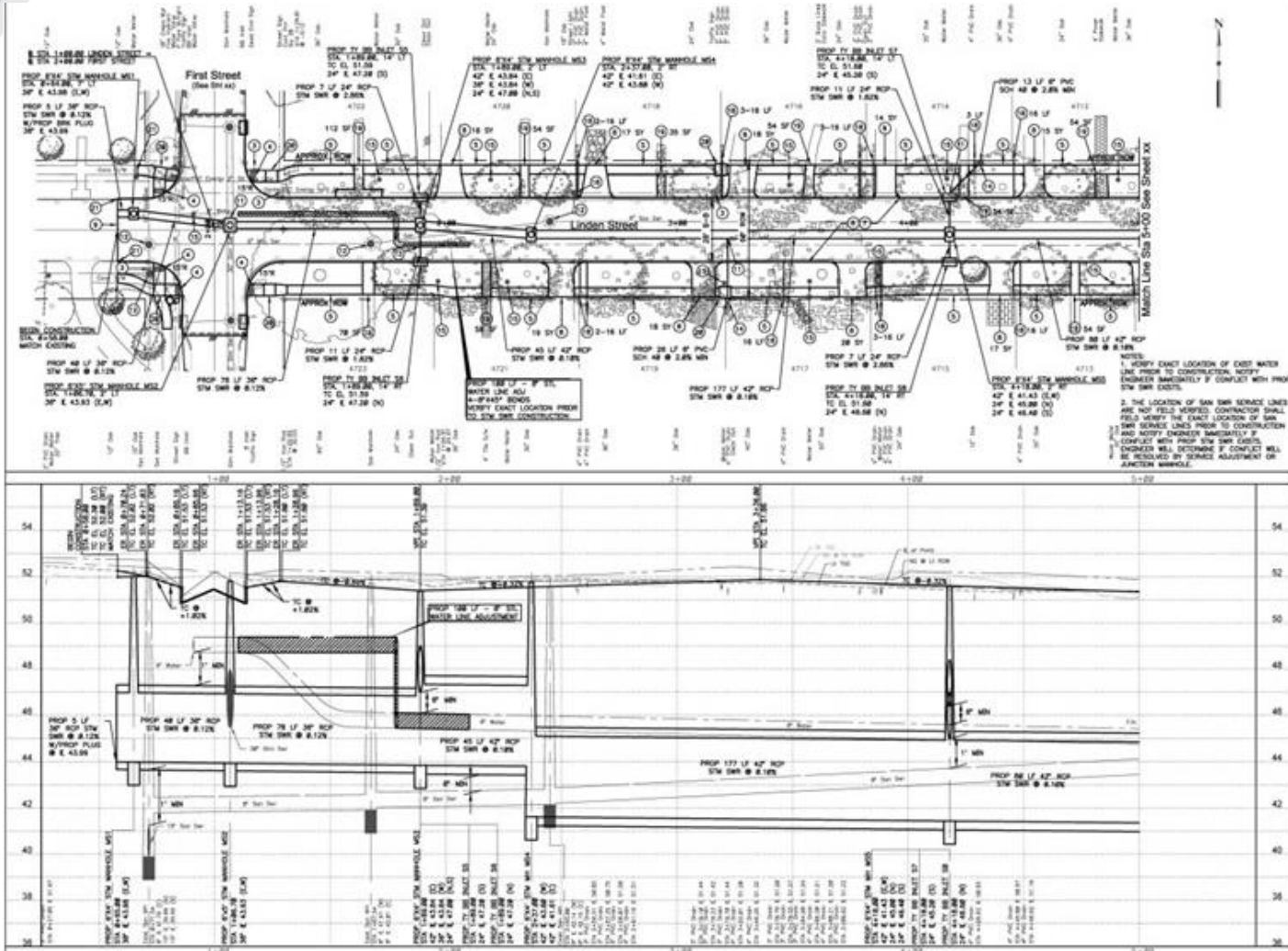
Finished Floors





SOBEK Mode

Project Ready Design Complete



Attachment: Townhall Meeting Presentation (2213 : Town Hall Meeting - Bond Program

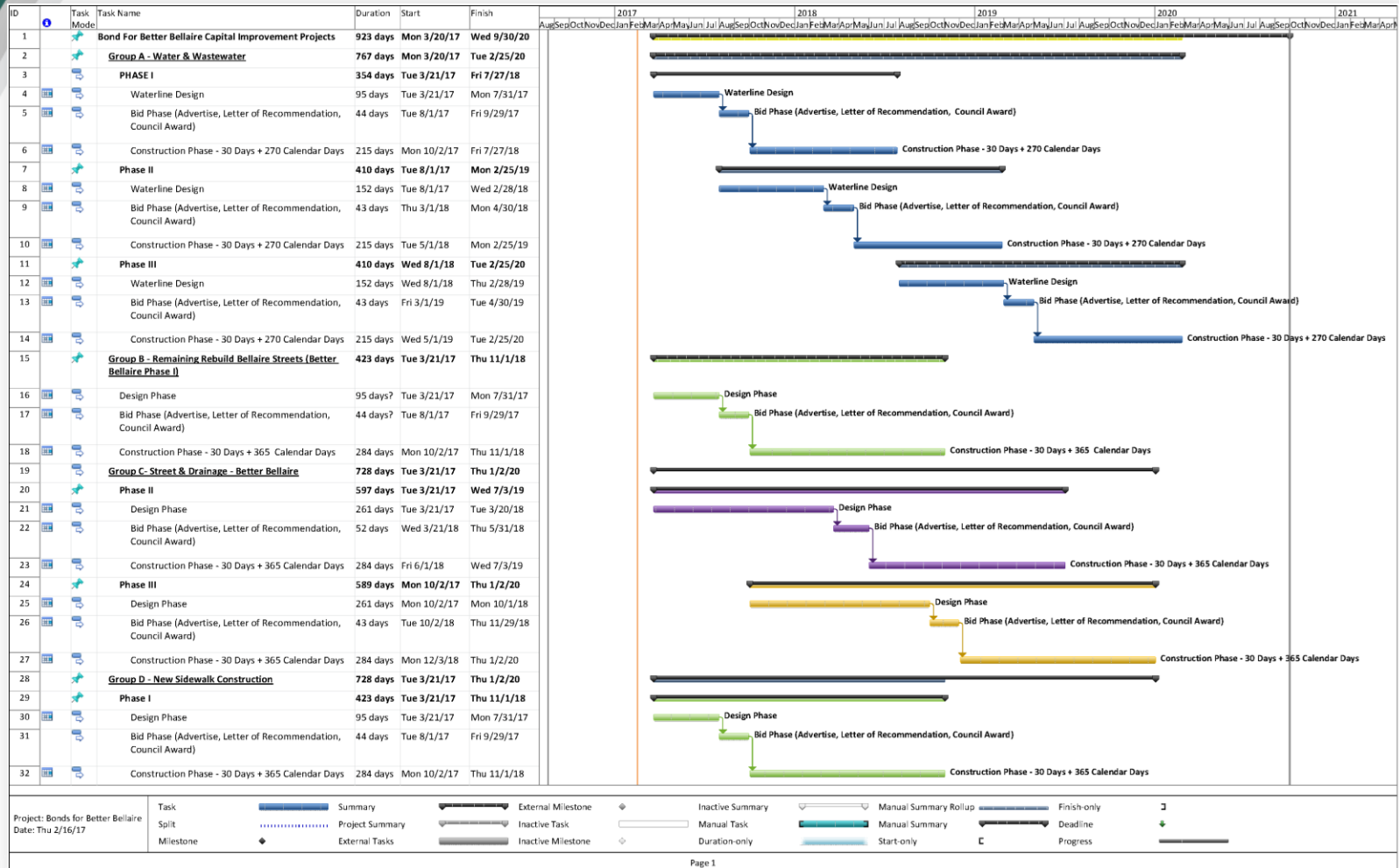
Attachment: Townhall Meeting Presentation (2213 : Town Hall Meeting - Bond Program

Bonds for a Better Bellaire 2016

Bonds For a Better Bellaire Street Ranking List						
Rank	Street		Bond Phase	Drainage Score	Paving Score	Cumulative Score <small>This is a weighted score of (drainage x .60)+(paving x .40)</small>
1	4700	WILLOW ST	Group B Phase I - 2017	68	23	50
2	4900-5000	MAYFAIR ST	Group B Phase I - 2017	43	55	48
3	500	BOLIVAR ST	Group C Phase II - 2018	33	69	47
4	4700	LINDEN ST	Group B Phase I - 2017	45	23	36
5	4900-5000	IMPERIAL ST	Group B Phase I - 2017	43	24	35
6	4500	MAPLE ST	Group C Phase II - 2018	42	22	34
7	4600	CEDAR ST	Group C Phase III - 2019	25	45	33
8	5100	SPRUCE ST	Group C Phase II - 2018	12	61	32
9	4300	CYNTHIA ST	Group C Phase III - 2019	34	24	30
10	4500	LARCH LN	Group C Phase III - 2019	30	30	30
11	4300	EDITH ST		7	63	29
12	6700	N 5TH	Group C Phase II - 2018	8	57	28
13	500	CHELSEA ST	Group C Phase III - 2019	0	64	26
14	4500	MIMOSA DR	Group C Phase III - 2019	30	20	26
15	5200	SPRUCE ST	Group C Phase II - 2018	0	65	26
16	4300	BETTY ST		34	11	25
17	4400	EDITH ST		20	32	25
18	4500	HOLLY ST		25	25	25
19	4900-5000	MAPLE ST		25	24	25
20	4300	VALERIE ST		25	24	25
21	5200	CEDAR ST		0	60	24
22	5300	DASHWOOD DR		12	43	24
23	4300	DOROTHY ST		30	15	24
24	4400	LAFAYETTE ST		25	22	24
25	4700	LEHIGH ST		5	53	24
26	4900	VALERIE ST		20	31	24
27	1	AZALEA TRAIL LN		25	19	23
28	4500	BEECH ST		25	19	23
29	4800	FERN ST		15	34	23
30	6300	FERRIS DR		0	57	23
31	4800	GLENMONT DR		25	20	23
32	4700-4800	HOLLY ST		15	36	23
33	7300	S RICE AVE		30	12	23
34	4400	WENDELL ST		25	20	23
35	4500	BIRCH ST		25	17	22
36	4700	CEDAR ST		17	30	22
37	5000	CHESTNUT ST		25	18	22
38	4300	EFFIE ST		30	11	22
39	5100	ELM ST		5	47	22
40	6400	FERRIS DR		0	55	22
41	6400	FERRIS DR		0	55	22
42	4300	HOLT ST		25	17	22
43	4700-4800	HOLT ST		30	10	22
44	4700	LEHIGH ST		15	32	22
45	5100	LINDEN ST		5	47	22
46	4500	LOCUST ST		0	54	22
47	5100	LOCUST ST		15	33	22
48	4700	MAPLE ST		13	36	22
49	100	MARRAKECH CT		30	11	22
50	400	N 3RD ST		0	56	22
51	5100	PATRICK HENRY ST		25	17	22
52	500	S 3RD ST		28	13	22
53	800	ANDERSON ST		25	14	21
54	4400	DARSEY ST		25	16	21
55	5400	DASHWOOD DR		0	52	21
56	6600	FERRIS DR		0	52	21
57	4300	LAMPTON CIR		25	14	21
58	7000	N 5TH		0	52	21
59	4500	PINE ST		15	29	21

Street Ranking List

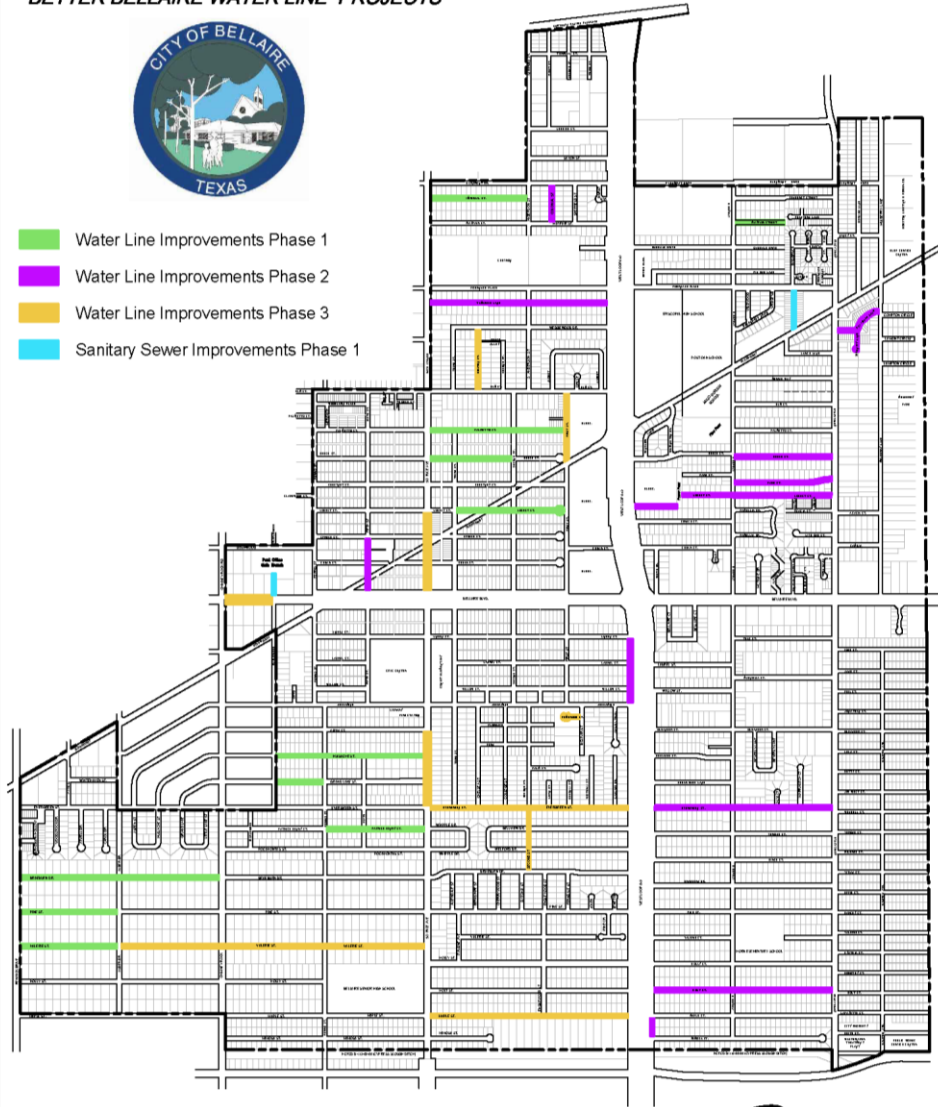
Bonds for a Better Bellaire 2016 Schedule



**PROJECT GROUP A
BETTER BELLAIRE WATER LINE PROJECTS**



- Water Line Improvements Phase 1
- Water Line Improvements Phase 2
- Water Line Improvements Phase 3
- Sanitary Sewer Improvements Phase 1



FEBRUARY 2017




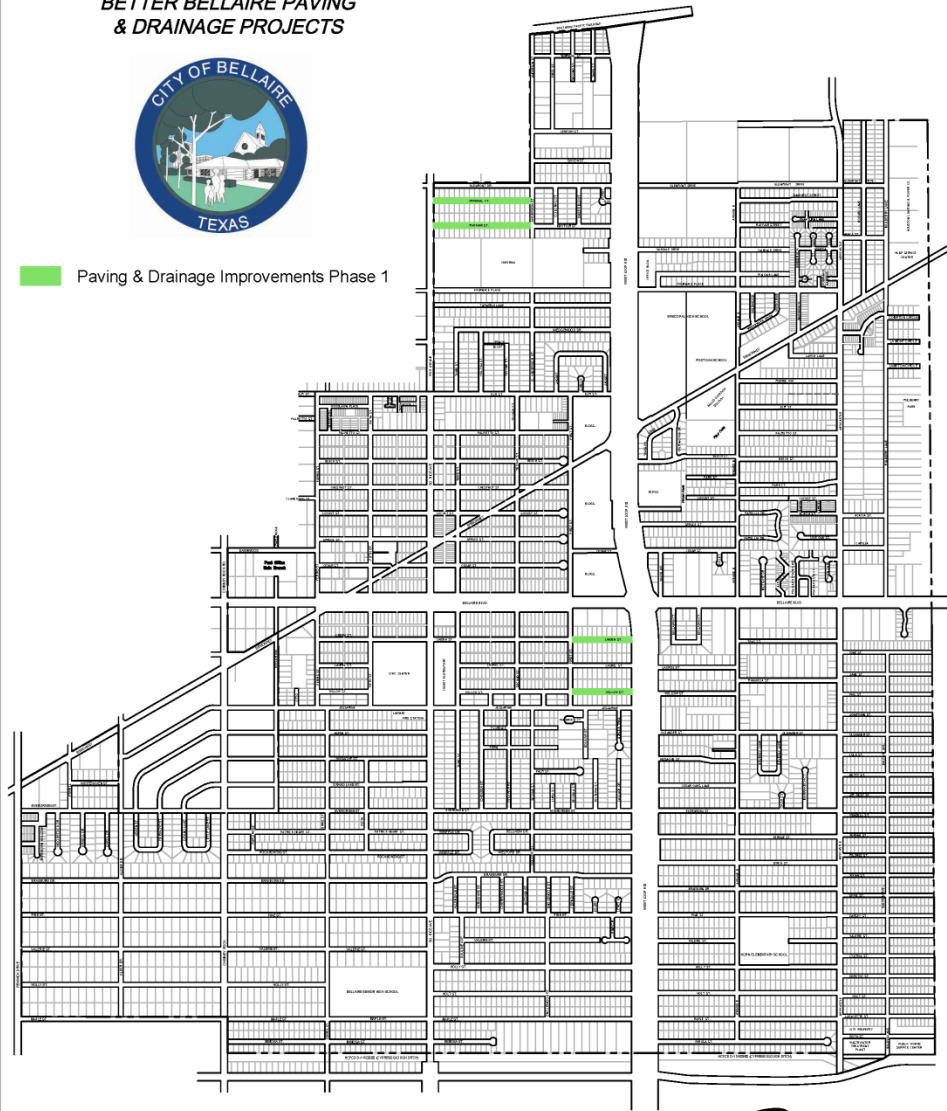
7322 Southwest Freeway, Suite 1040 • Houston, Texas 77074
(713) 400-2755 • www.arkkengineers.com • TX PE Firm No. 13872

GROUP A Water & Wastewater Line Project Locations

**PROJECT GROUP B
BETTER BELLAIRE PAVING
& DRAINAGE PROJECTS**



 Paving & Drainage Improvements Phase 1

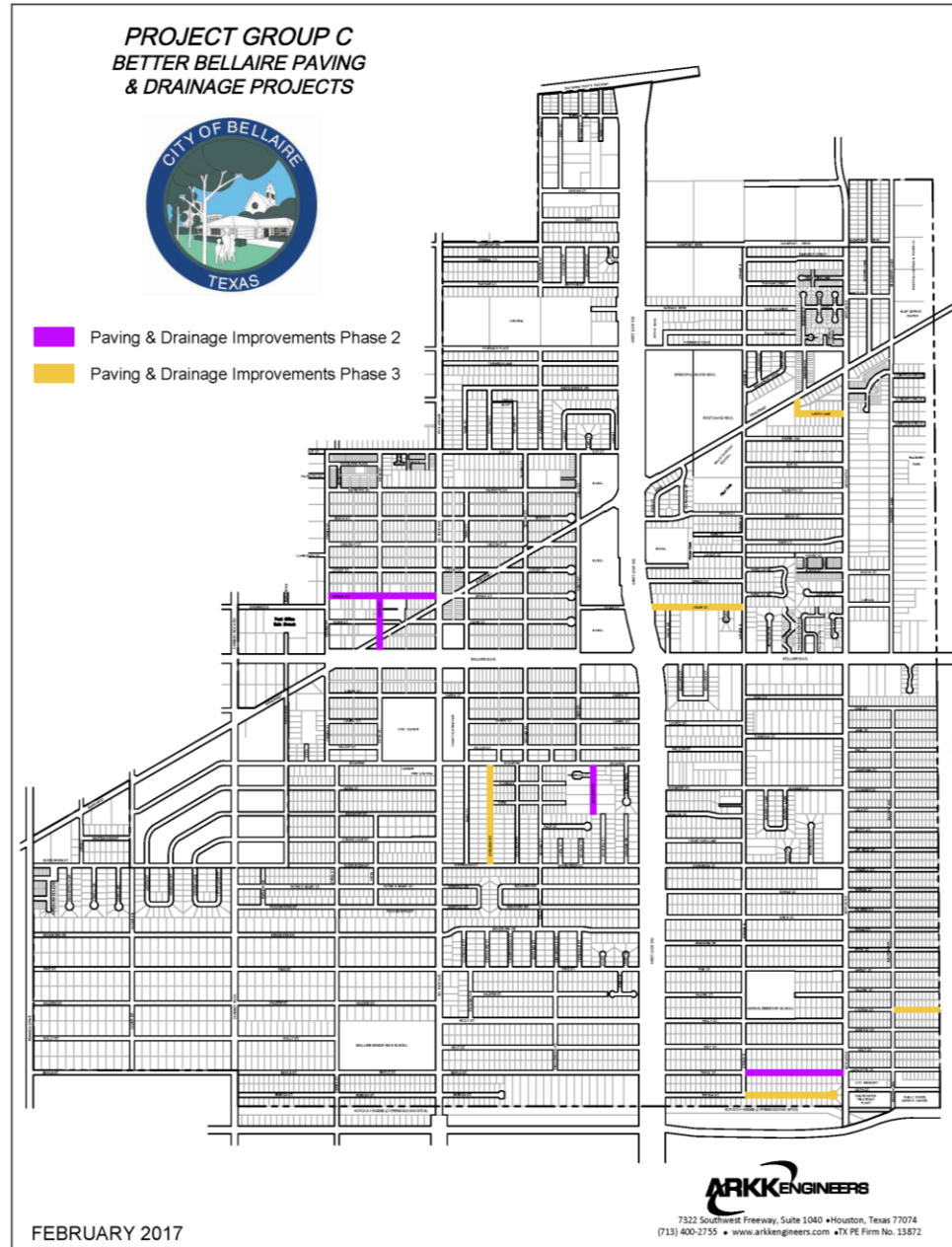


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FEBRUARY 2017

GROUP B Remaining Rebuild Bellaire Locations

Street and Drainage

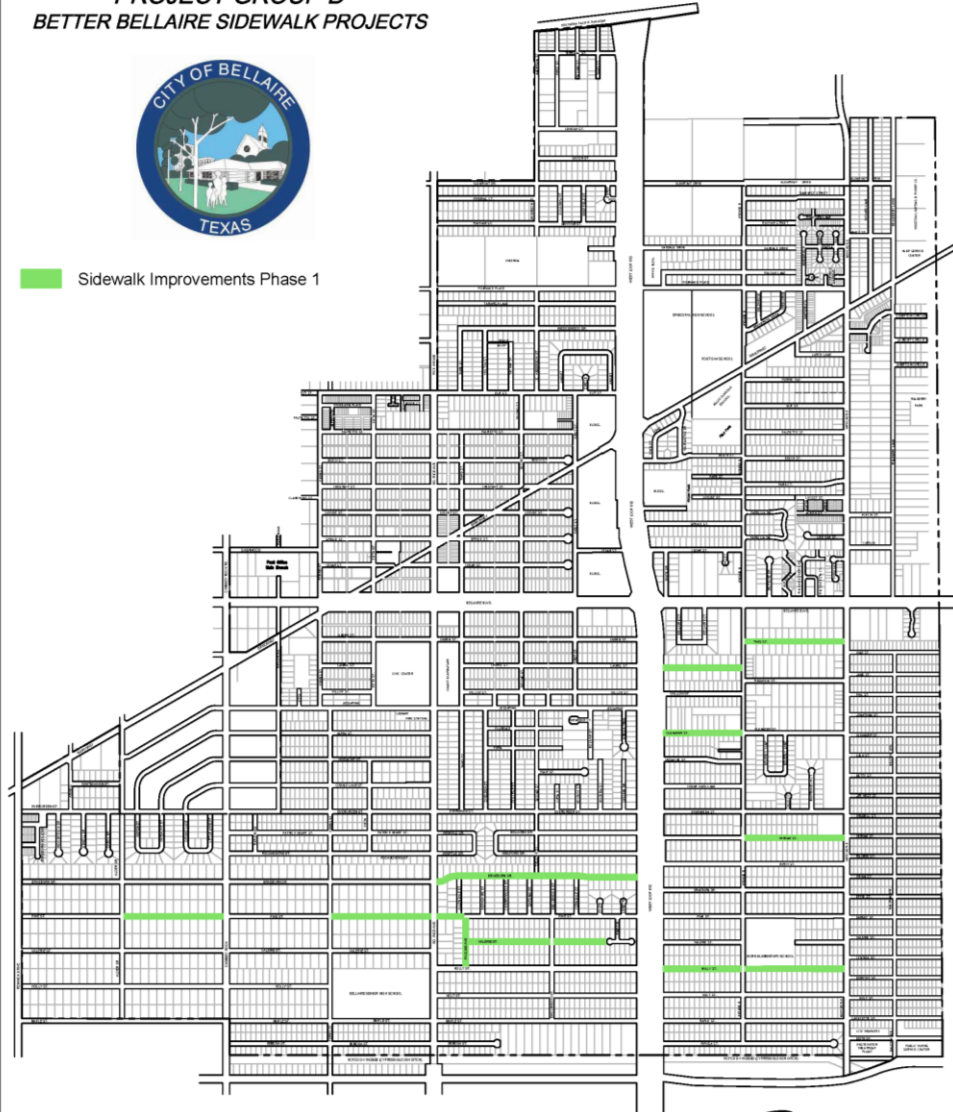


GROUP C Better Bellai Project Locations Phases A & B

PROJECT GROUP D
BETTER BELLAIRE SIDEWALK PROJECTS



 Sidewalk Improvements Phase 1



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FEBRUARY 2017

GROUP D **New Sidewalk** **Project** **Locations** **PHASE I**

New Sidewalk Requirements

- Neighboring municipalities, including City of Houston, require a 5' wide sidewalk for all new reconstruction projects.
- ADA requires minimum 4' wide sidewalks including a 5' wide passing zones every installed every 200'.
- ADA recommends 5' sidewalks

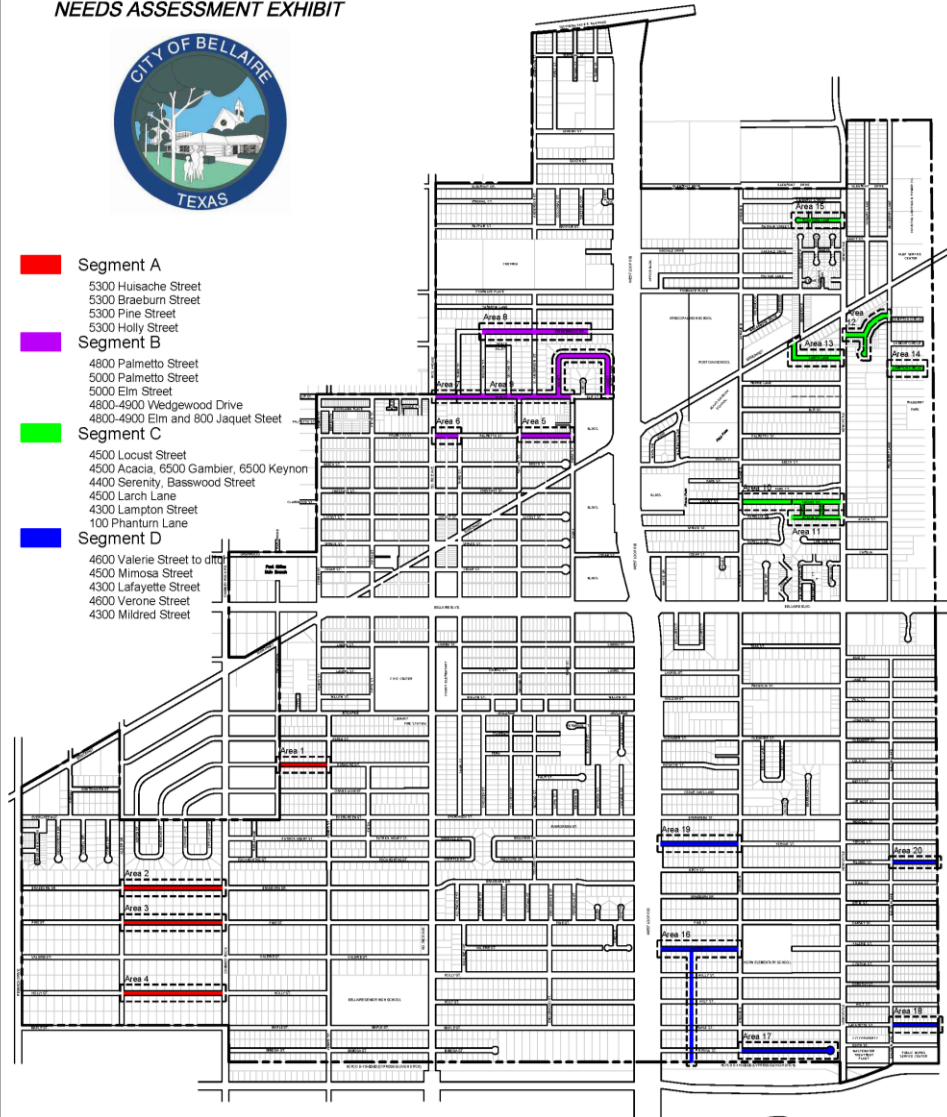
EXISTING DRAINAGE MAINTENANCE

- 20 areas identified for heavy drainage maintenance.

**STORM DRAINAGE MAINTENANCE
NEEDS ASSESSMENT EXHIBIT**



- **Segment A**
5300 Huisache Street
5300 Braeburn Street
5300 Pine Street
5300 Holly Street
- **Segment B**
4800 Palmetto Street
5000 Palmetto Street
5000 Elm Street
4800-4900 Wedgewood Drive
4800-4900 Elm and 800 Jaquet Street
- **Segment C**
4500 Locust Street
4500 Acacia, 6500 Gambier, 6500 Keynon
4400 Serenity, Basswood Street
4500 Larch Lane
4300 Lampton Street
100 Phantom Lane
- **Segment D**
4600 Valerie Street to 4500
4500 Mimosa Street
4300 Lafayette Street
4600 Verone Street
4300 Mildred Street

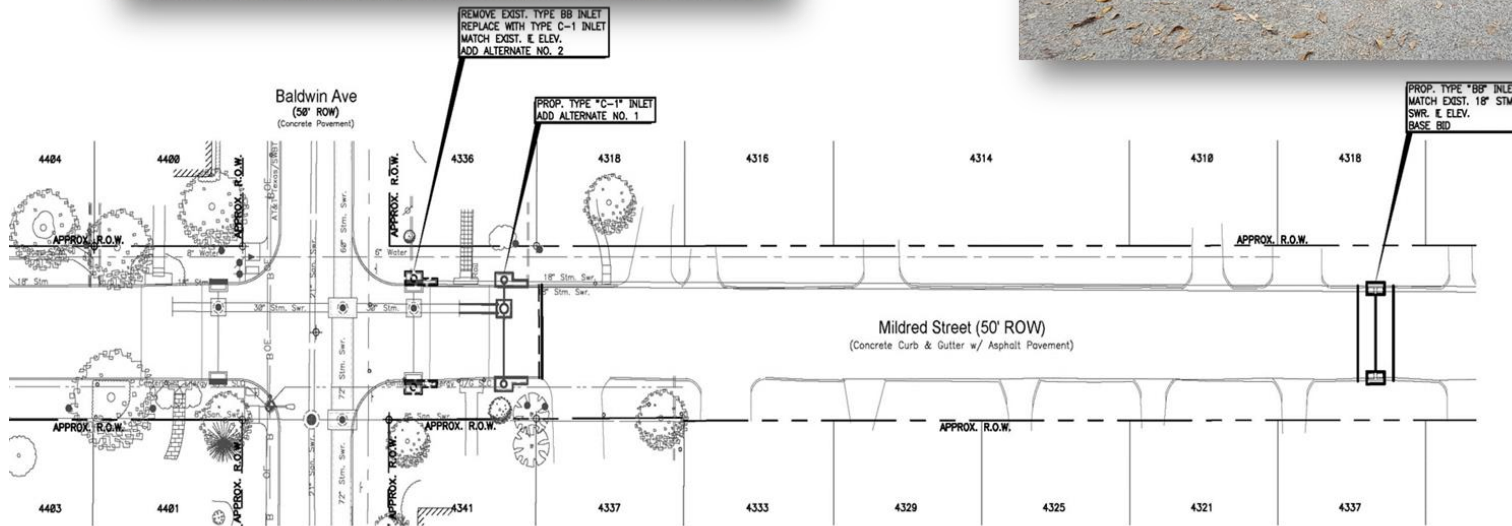


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OCTOBER 2016

Storm Drainage Heavy Maintenance Project

Added Inlet Capacity



Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 03/06/17 06:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 2131

**SCHEDULED
ACTION ITEM (ID # 2131)**

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: 03/06/17 06:00 PM
Department: Finance Administration
Category: Report
Department Head: Terrence Beaman
DOC ID: 2072

**SCHEDULED
ACTION ITEM (ID # 2072)**

Item Title:

Monthly Financial Report for the Period Ending January 31, 2017 - 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 January for FY 2017.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

ATTACHMENTS:

- January 2017 Monthly Report (PDF)

City of Bellaire

Monthly Financial Report
for the period ended
January 31, 2017



Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

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City of Bellaire Finance

MEMORANDUM

To: Paul A. Hofmann, City Manager

From: Terrence Beaman, Chief Financial Officer

Date: March 6, 2017

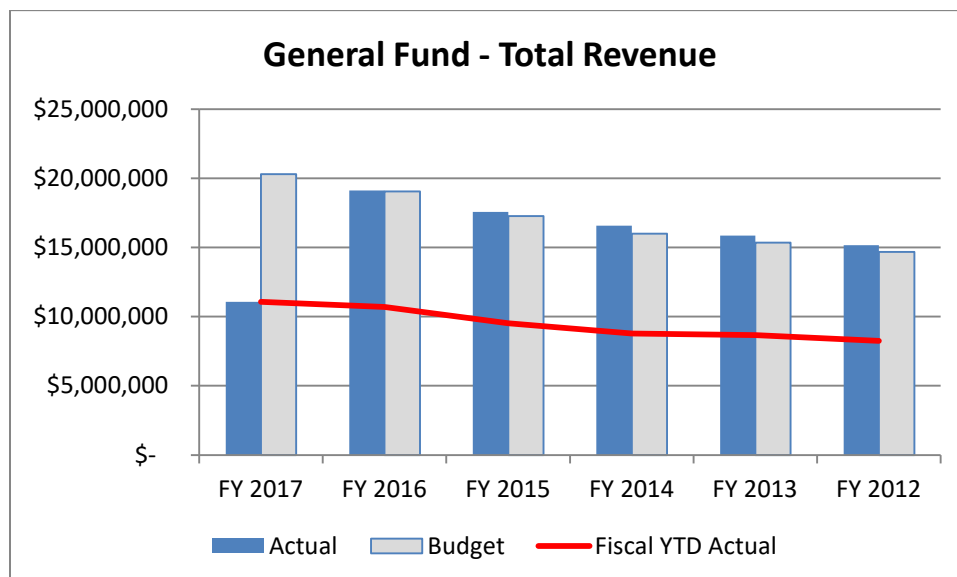
Subject: Financial Analysis for Four Months Ended January 31, 2017

GENERAL FUND

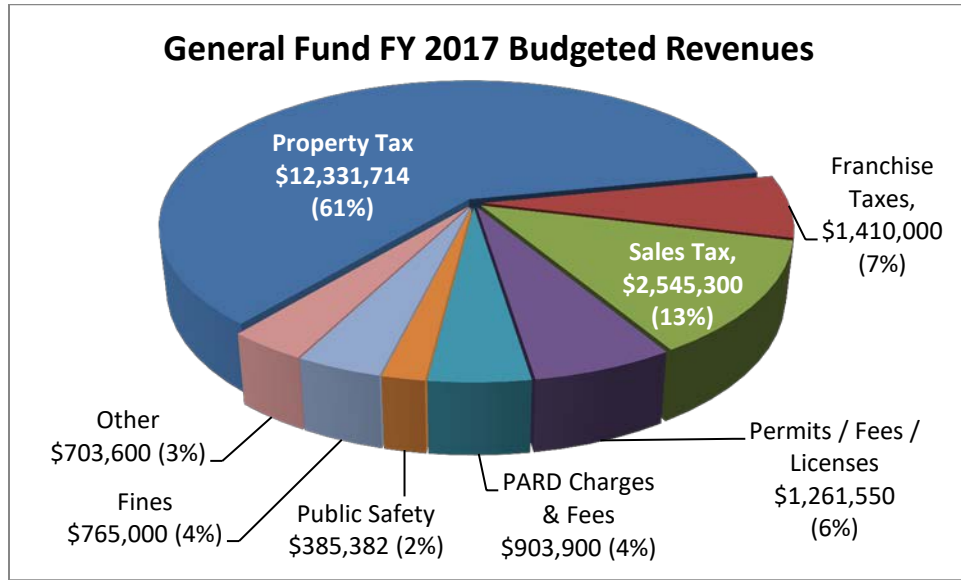
General Fund Revenues:

FY 2017 Budget	YTD Allocated Budget	YTD Actual 01/31/2017	Over/(Under) Allocated Budget
\$20,306,446	\$11,522,088	\$11,071,507	(\$450,581)

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. For the four months ended January 2017, the General Fund collected 55% of its total budgeted revenues and is under its allocated budget by \$450,581, or 4%.

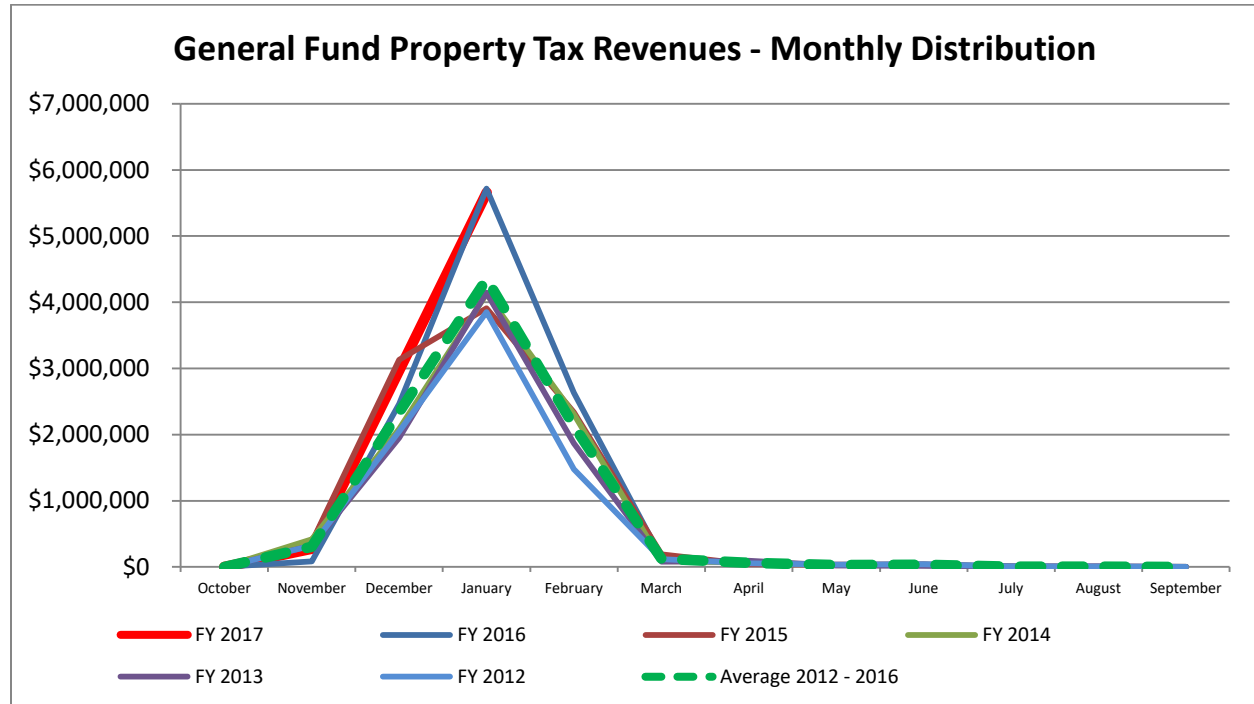


Property tax makes up the largest category of revenues in the General Fund at 61% of all FY 2017 budgeted revenues, followed by sales tax at 13% and franchise taxes at 7%.

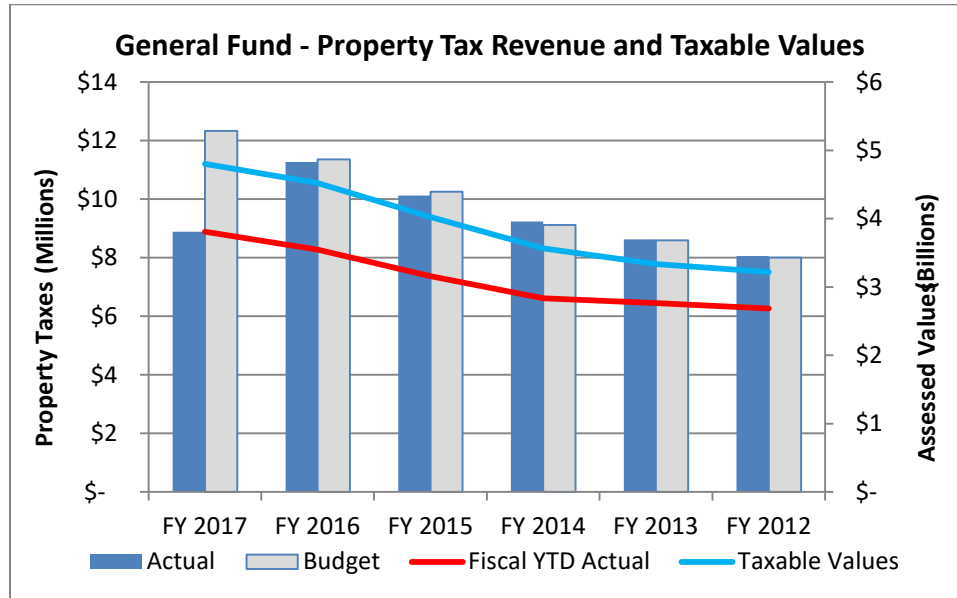


Property Tax

Historically, approximately 93% of property taxes are collected in the months of December through February. The City collected 72%, or \$8,883,365, of its budgeted property tax revenue through the four months ended January 2017, which is under the allocated budget by \$252,328, or 3%, due to refunds that occurred during November.

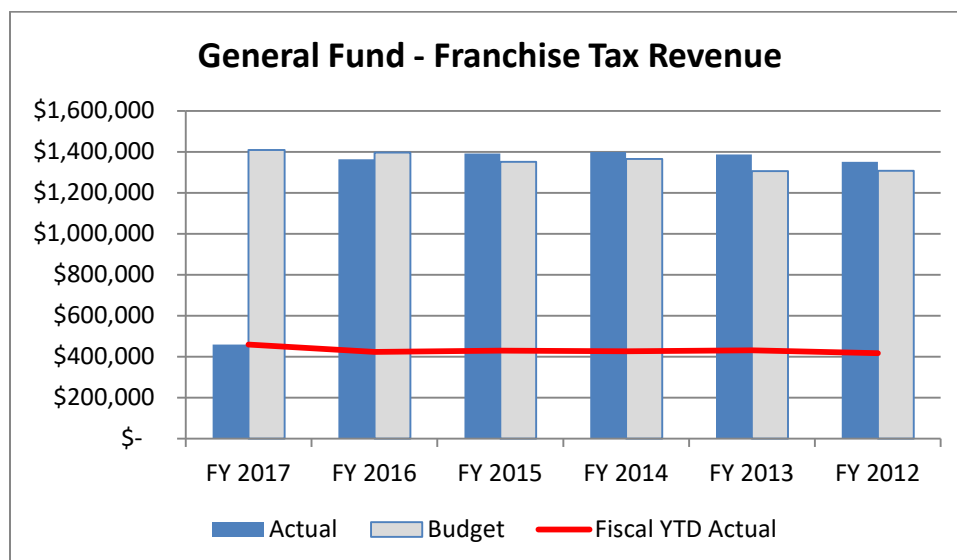


Overall, the General Fund ultimately expects to collect approximately \$12.3 million in property taxes in FY 2017, an increase of \$1.0 million over FY 2016's \$11.3 million. The expected increase in property taxes is driven by a \$0.005 increase in the operations and maintenance portion of the property tax rate and an increase in taxable values as reflected in the following chart.



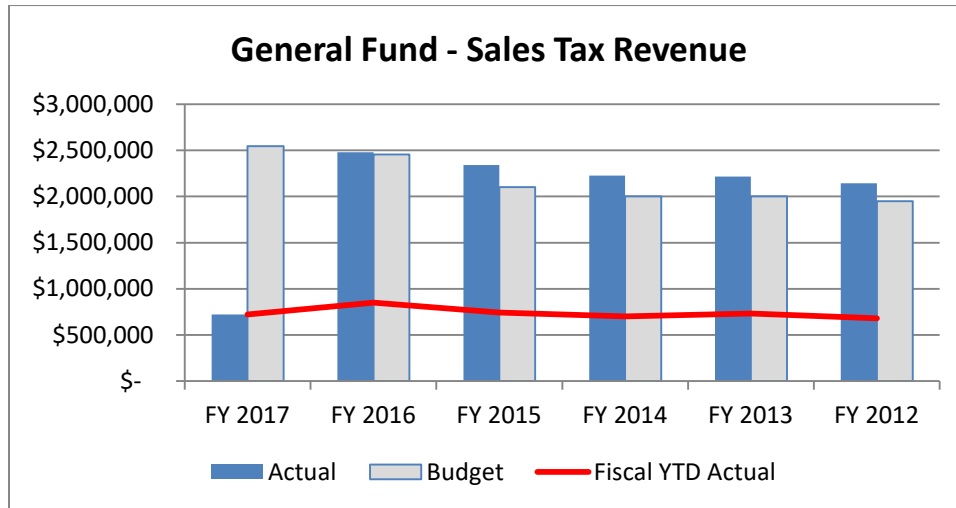
Franchise Taxes

Franchise taxes of \$459,024 for the four months ended January 2017 are over the allocated budget by \$24,062, or 6%. Electric franchise tax payments are generally received monthly. Gas, telephone, and cable franchise tax payments are generally received quarterly.



Sales Tax

Sales tax revenue of \$722,942 for the four months ended January 2017 is under the allocated budget by \$103,241, or 28%.

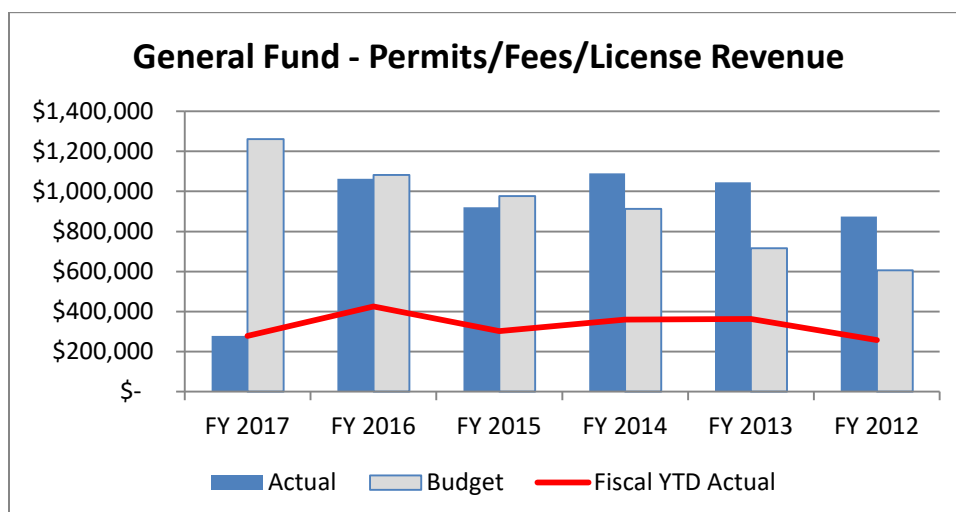


Current year refunds of prior year sales tax overpayments have reduced the sales tax remittances the City received from the State Comptroller.

The City's current inter-local agreement with METRO, effective October 2014, requires METRO to pay the City one-half of all sales taxes collected by METRO within the Bellaire city limits. The City records these revenues in the METRO Fund. The City has experienced a corresponding decline in METRO sales tax receipts in the METRO fund.

Permits, Fees, and Licenses

Development permits, fees, and licenses of \$278,970 are under the allocated budget by \$150,491, or 35%. Permits are budgeted to be significantly higher in FY 2017 due to the planned construction of a new H-E-B grocery store. No permit revenue related to the new store was recorded in the four months ended January 2017, and the timing of that permit revenue is not likely to follow the historical trends reflected in the allocated budget. As a result, we may experience significant variances in actual permit revenue as compared to the allocated budget this year.



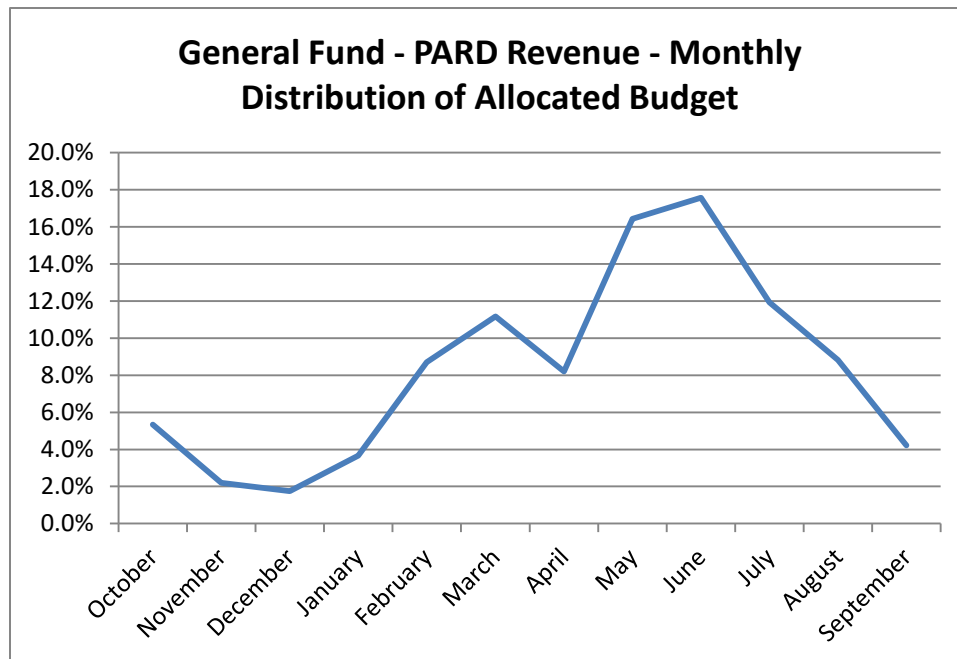
As reflected in the previous chart, actual fiscal year-to-date permit/fees/license revenue is lower than prior years, so the timing of the H-E-B permit revenue is not the only factor contributing to the variance from the allocated budget. Most major permit/fees/license revenue categories are currently below historical averages as reflected in the following table.

G/L Account	Budget	YTD FY 2017	YTD Avg. FY 2012 - 2016	Over / (Under) Average
4102 – Permits Fire-Plumbing-Gas	\$118,000	\$31,108	\$29,962	\$1,146
4103 – Permits Electrical	\$71,000	\$18,549	\$17,450	\$1,099
4104 – Permits Building	\$525,000	\$99,560	\$133,817	(\$34,257)
4121 – Contractor Registration	\$100,000	\$25,560	\$31,502	(\$5,942)
4130 – Plan Check	\$273,000	\$41,056	\$61,731	(\$20,675)

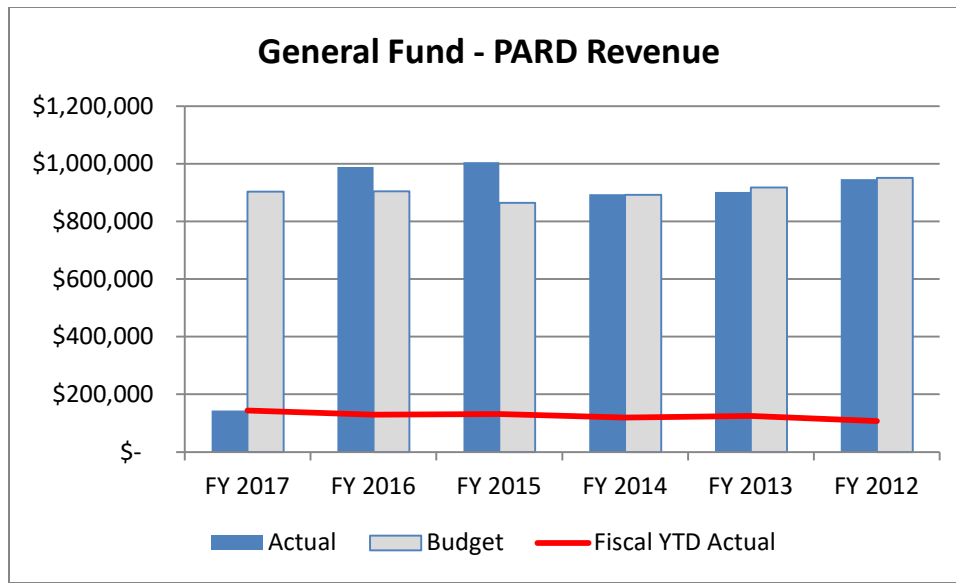
Table includes all G/L accounts in this revenue category with original budgets in excess of \$50,000.

PARD Charges & Fees

As reflected in the following chart, Parks and Recreation fees are weighted heavily toward the summer months when Camp Paseo is operating and the swimming pools are open daily.



Parks and Recreation fees of \$143,472 are over the allocated budget by \$26,550, or 23%.

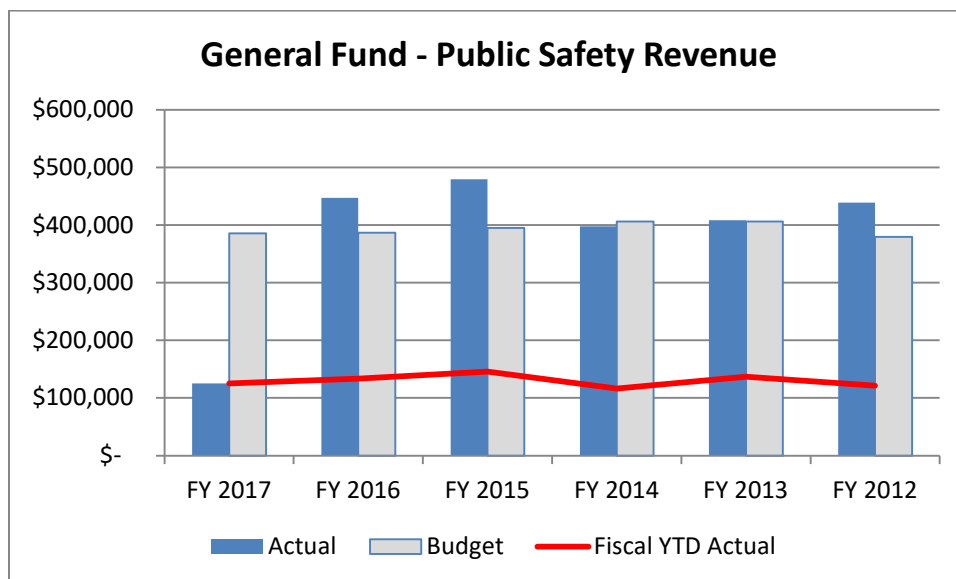


The four months ended January 2017 included pool rental revenue of \$11,120. The average of the prior five years for the comparable period is just \$6,359. The entire \$11,120 relates to reservations for the Episcopal High School swim team.

Additionally, the four months ended January 2017 included \$10,410 in swim lesson revenue. The average of the prior five years for the comparable period is just \$3,118. The swim lesson revenue is primarily due to a restructuring of the personal services contract related to “Swim 300” swim lessons.

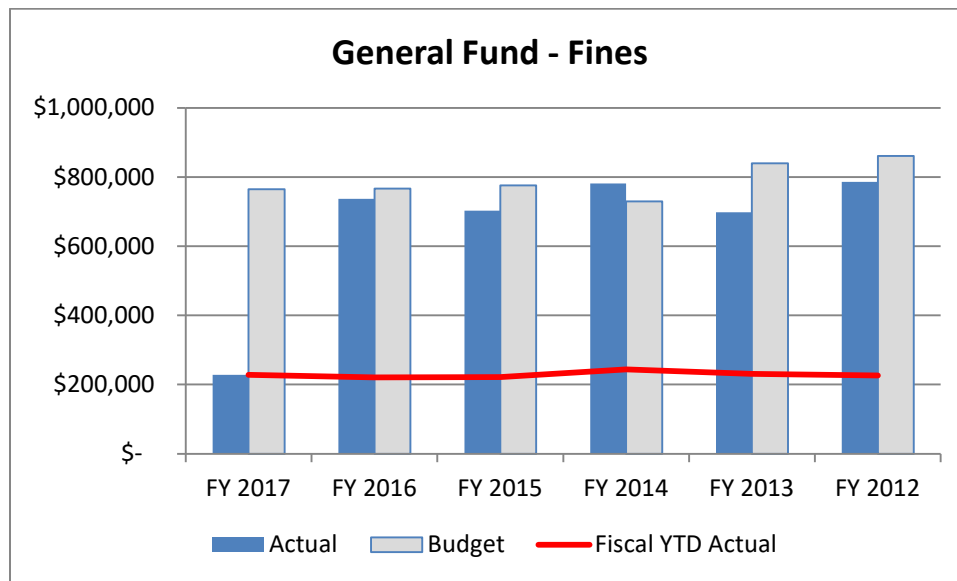
Public Safety

Public Safety revenues of \$125,044 are over the allocated budget by \$8,937, or 8%.



Fines

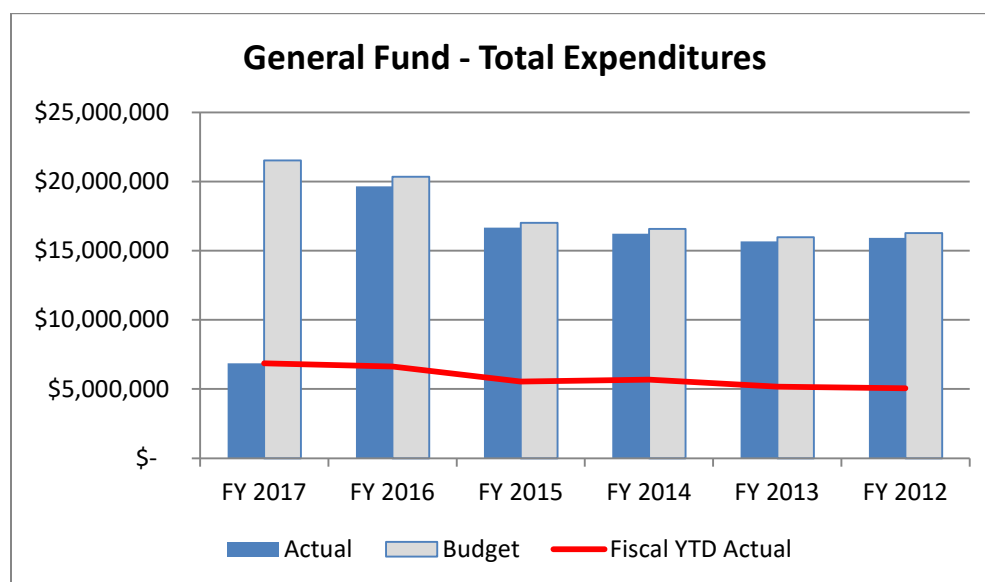
Fine revenues of \$228,081 are below the allocated budget by \$8,642, or 4%.



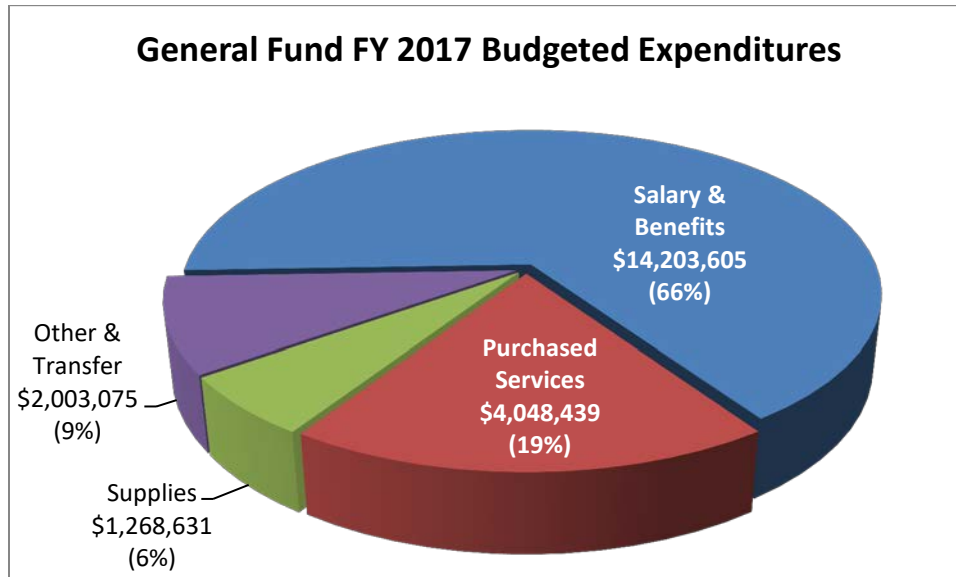
General Fund Expenditures:

FY 2017 Budget	YTD Allocated Budget	YTD Actual 01/31/2017	Over/(Under) Allocated Budget
\$21,523,750	\$7,216,441	\$6,857,949	(\$358,492)

For the four months ended January 2017, the General Fund expended 32% of its total budgeted expenditures and is under its allocated budget by \$358,492, or 5%.

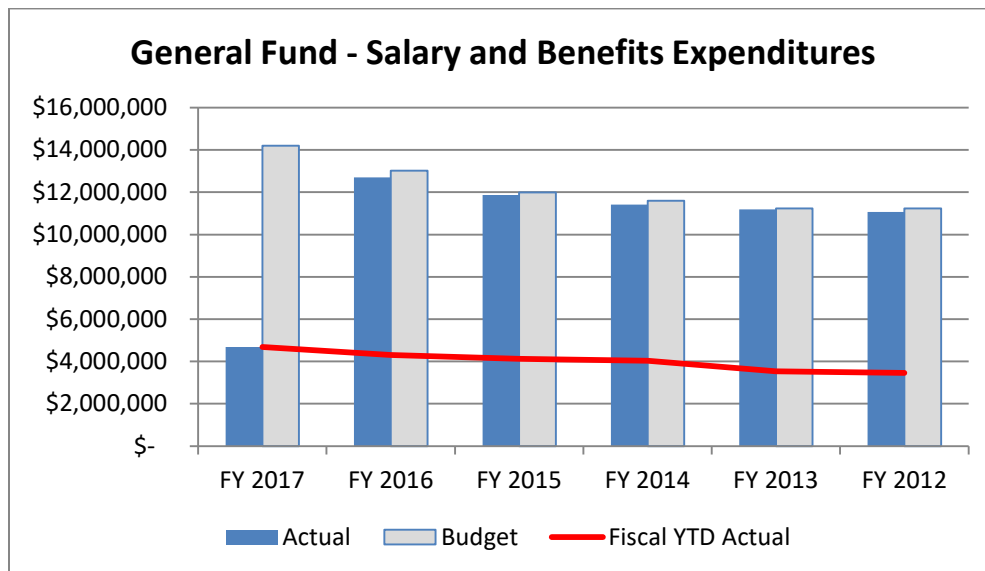


Salaries and benefits make up the largest category of expenditures in the General Fund at 66% of all FY 2017 budgeted expenditures, followed by purchased services at 19%.



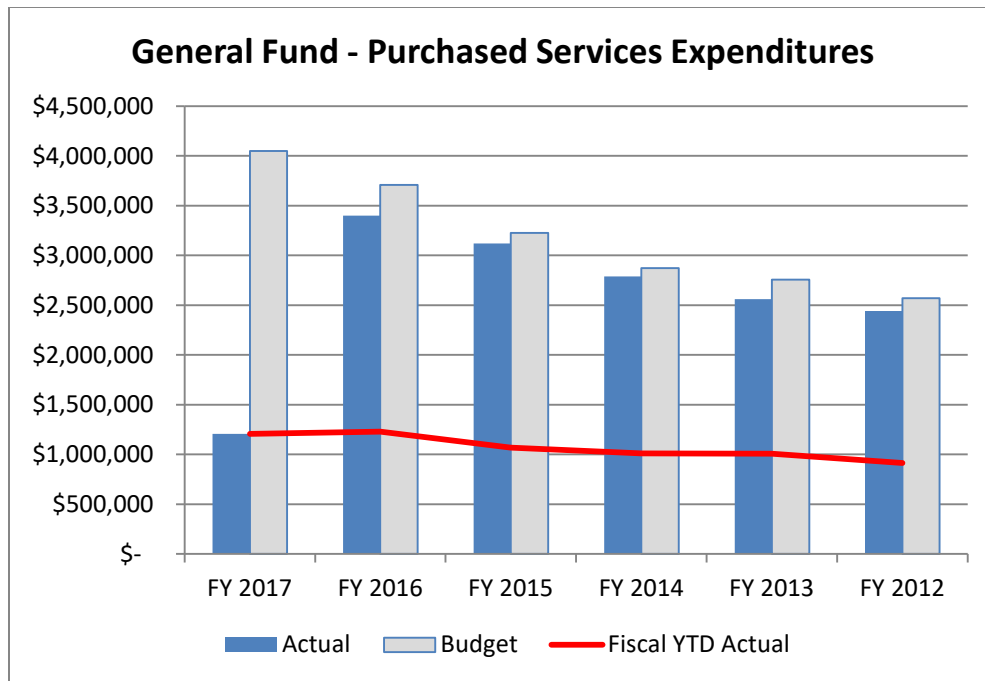
Salary and Benefits

Salary and benefits of \$4,681,512 are under the allocated budget by \$70,352, or 1%.



Purchased Services

Purchased services of \$1,208,092 are under the allocated budget by \$271,488, or 18%.

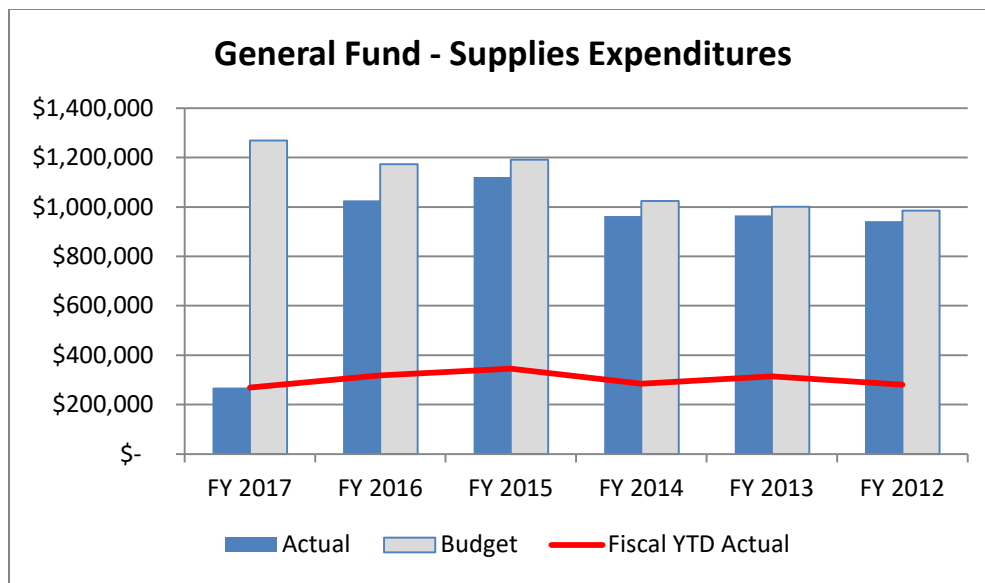


Some of the larger departmental level variances contributing to this category being below the allocated budget include:

- IT – IT communications maintenance (maintenance service agreements) was \$692 for the four months ended January 2017 as compared to the prior five-year average of \$8,527 because of the timing of annual maintenance agreement payments.
- Legal – Legal fees were \$7,254 for the four months ended January 2017 as compared to the prior five-year average of \$16,836 because of the timing of billings.
- Finance – Audit fees were \$0 for the four months ended January 2017 as compared to the prior five-year average of \$21,058 because of the timing of billings.
- Police Department – Maintenance, which is primarily related to vehicles, was \$14,795 for the four months ended January 2017 as compared to the prior five-year average of \$24,662.
- Parks (Maintenance) – Other contract labor was \$689 for the four months ended January 2017 as compared to the prior five-year average of \$7,143.
- Parks (Aquatics) – Pool maintenance was \$12,159 for the four months ended January 2017 as compared to the prior five-year average of \$15,837.
- Library – Permits & Licenses was \$1,817 for the four months ended January 2017 as compared to the prior five-year average of \$4,526.
- Public Works (Streets) – Vehicle maintenance was \$6,046 for the four months ended January 2017 as compared to the prior five-year average of \$10,923.

Supplies

Supplies of \$268,942 are under the allocated budget by \$120,900, or 31%.

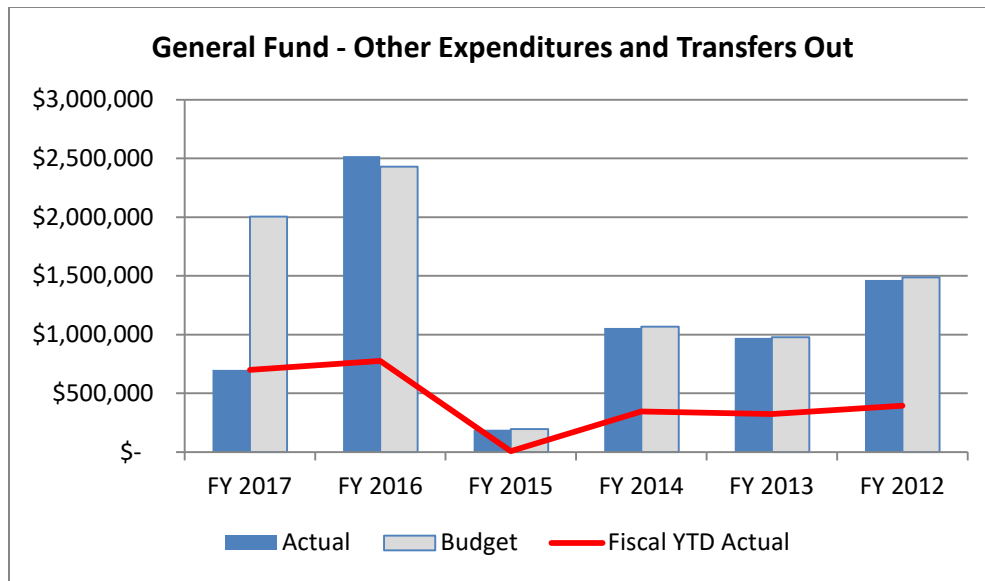


Some of the larger variances contributing to this category being below the allocated budget include:

- All Departments - Fuel expenditures of \$35,310 for the four months ended January 2017 represent a 15% increase over comparable prior year period, however, it is not as large as the 46% budgeted increase in fuel costs for FY 2017 over FY 2016 actual fuel expenditures of \$94,001.
- Information Technology – Hardware and Software supplies were \$3,213 for the four months ended January 2017 as compared to the prior five-year average of \$21,176. FY 2017 expenditures were lower due to an evaluation of technology needs while in transition with the Information Technology Director vacancy. This process will continue through the second quarter.
- Library – Expenditures for Library supplies, mainly books, were \$12,120 for the four months ended January 2017 as compared to the prior five-year average of \$15,248.
- All Departments - The January electricity invoice was not paid until February resulting in just three electricity payments in the four months ended January 2017 versus four payments in each of the years included in the allocated budget. The amount of the January invoice, which was paid in February, allocated to the General Fund was \$27,807.

Other Expenditures and Transfers Out

The “other expenditures and transfers out” category is mainly the monthly transfers from the General Fund to (1) the Capital Improvement Fund and (2) the Vehicle and Equipment Replacement Fund. Other expenditures and transfers out in the four months ended January 2017 of \$699,403 are over the allocated budget by \$104,247, or 18%. Total budgeted transfers out of the General Fund are \$2,057,000, or \$171,417/month. The year-to-date expenditures are \$13,735 higher than the transfer amount because of banking fees.

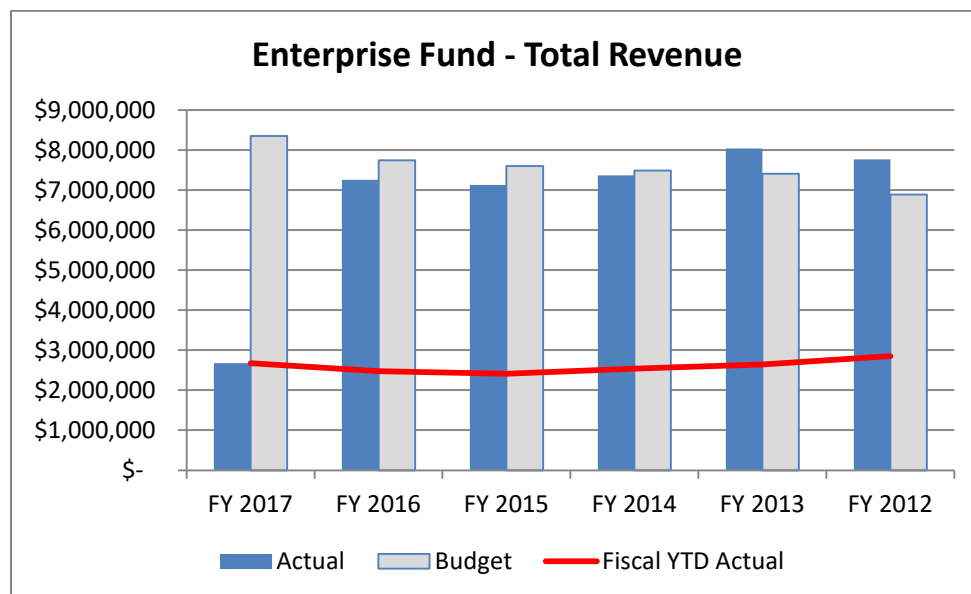


ENTERPRISE FUND

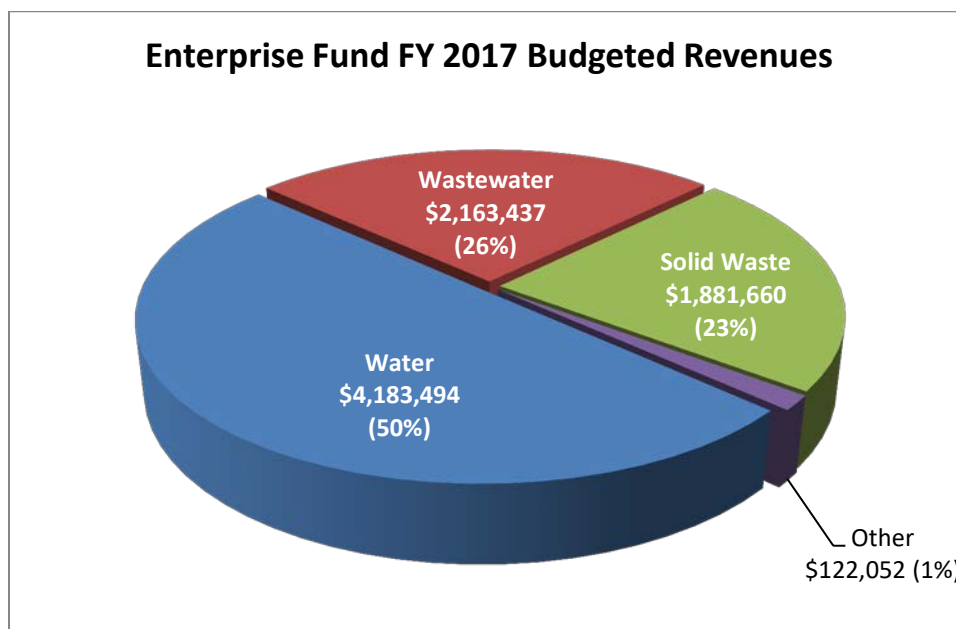
Enterprise Fund Revenues:

FY 2017 Budget	YTD Allocated Budget	YTD Actual 01/31/2017	Over/(Under) Allocated Budget
\$8,350,643	\$2,868,634	\$2,674,680	(\$193,954)

For the four months ended January 2017, the Enterprise Fund collected 32% of its total budgeted revenues and is under its allocated budget by \$193,954, or 7%. The largest variance contributing to the divergence from the allocated budget is water revenue, which is \$141,480 below the allocated budget.

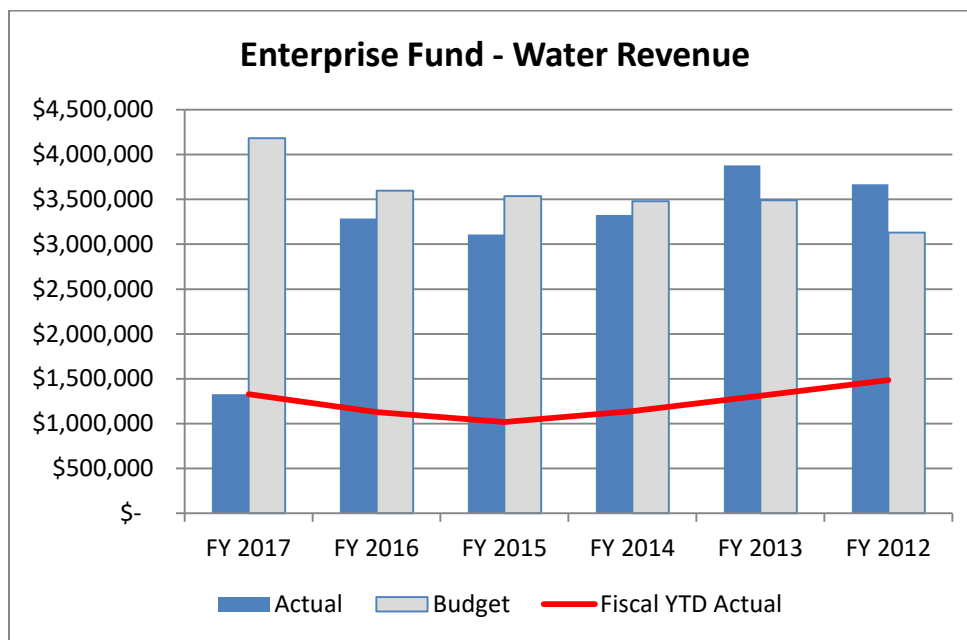


Sales of water makes up the largest category of revenues in the Enterprise Fund at 50% of all FY 2017 budgeted revenues, followed by charges for wastewater at 26%, and charges for solid waste at 23%.



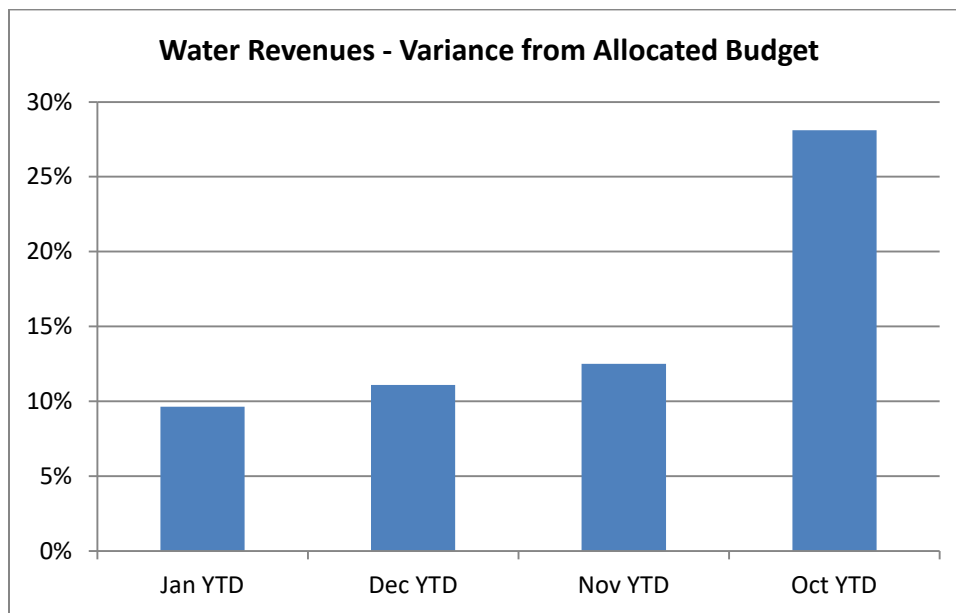
Water Revenue

Water revenues of \$1,327,782 are below the allocated budget by \$141,480, or 10%.



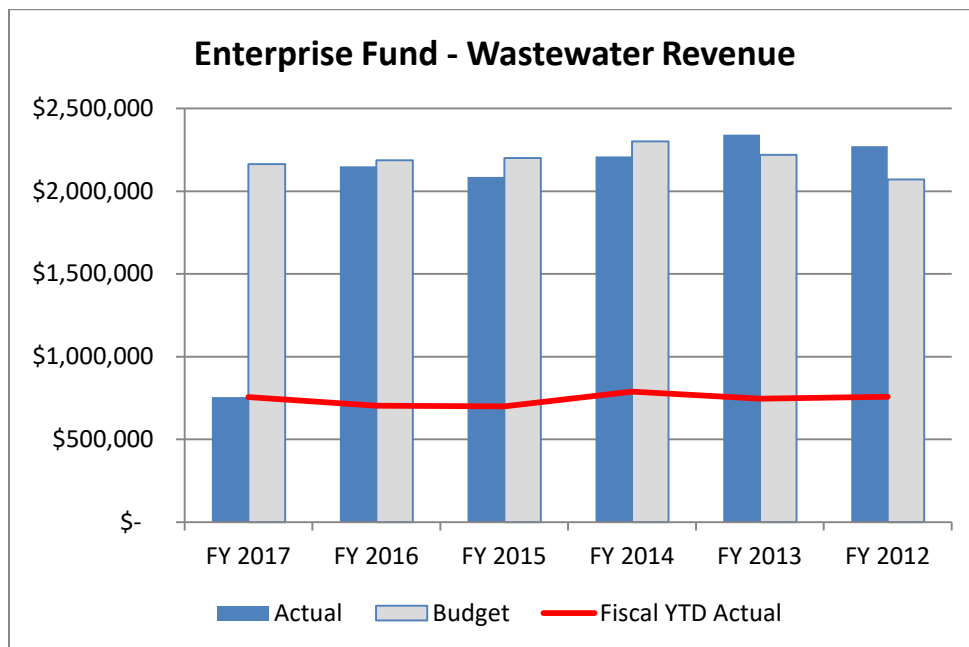
Changes in water revenues directly correlate to changes in water consumption; however, there is also a rate increase implemented effective October 1st. The allocated budget uses the prior five years' monthly revenues to allocate the current year budget. In each of the prior five years,

water rates remained constant; however, for the current fiscal year water rates were increased effective October 1st. The revenue actually collected in October relates to September usage and was billed under the old rate structure; therefore, only water revenues collected from November 2016 through September 2017 will be at the new water rates. While still under the allocated budget for the four months ended January 2017, water revenues are trending closer to allocated budget each month.



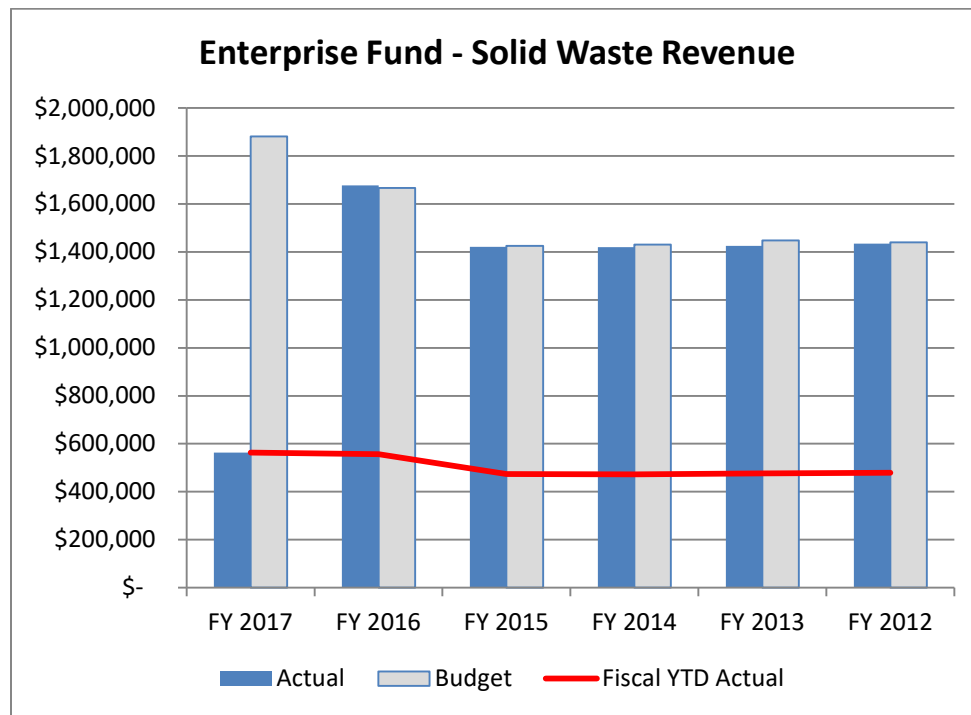
Wastewater Revenue

Wastewater revenues of \$755,280 are over the allocated budget by \$31,851, or 4%.



Solid Waste

Solid Waste revenues of \$562,885 are below the allocated budget by \$64,455, or 10%.

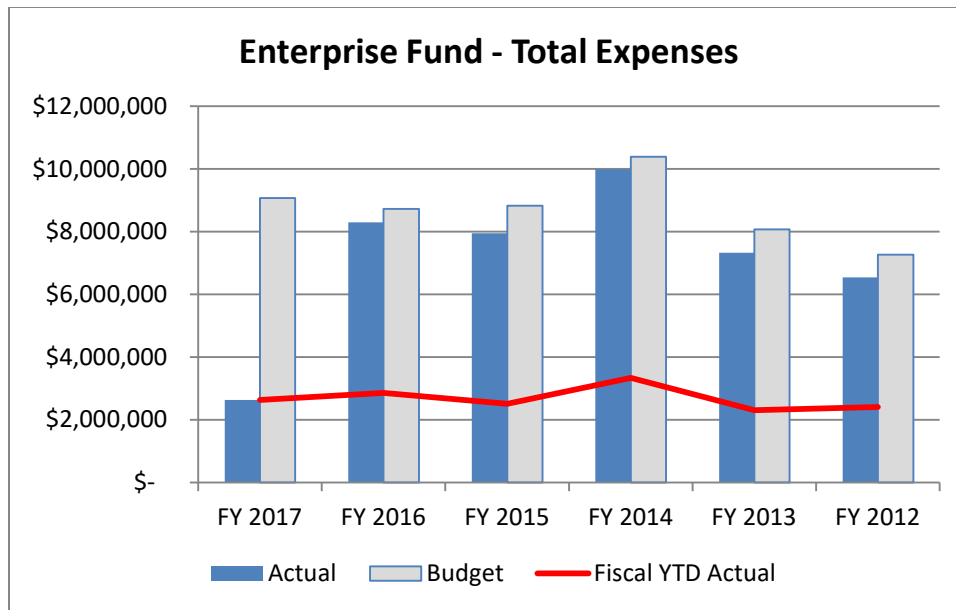


As reported in the first quarter report, there was a budget error that caused the solid waste revenue amount to be inflated.

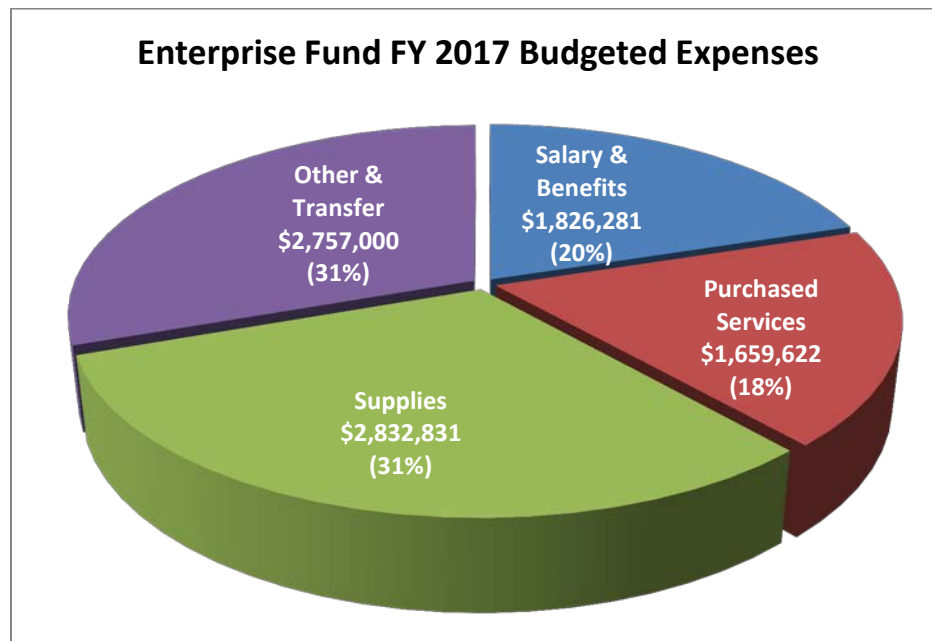
Enterprise Fund Expenses:

FY 2017 Budget	YTD Allocated Budget	YTD Actual 01/31/2017	Over/(Under) Allocated Budget
\$9,075,734	\$3,071,146	\$2,637,868	(\$433,278)

For the four months ended January 2017, the Enterprise Fund incurred 29% of its total budgeted expenses and is under its allocated budget by \$433,278, or 14%. The variance from allocated budget is due mainly to "Supplies".

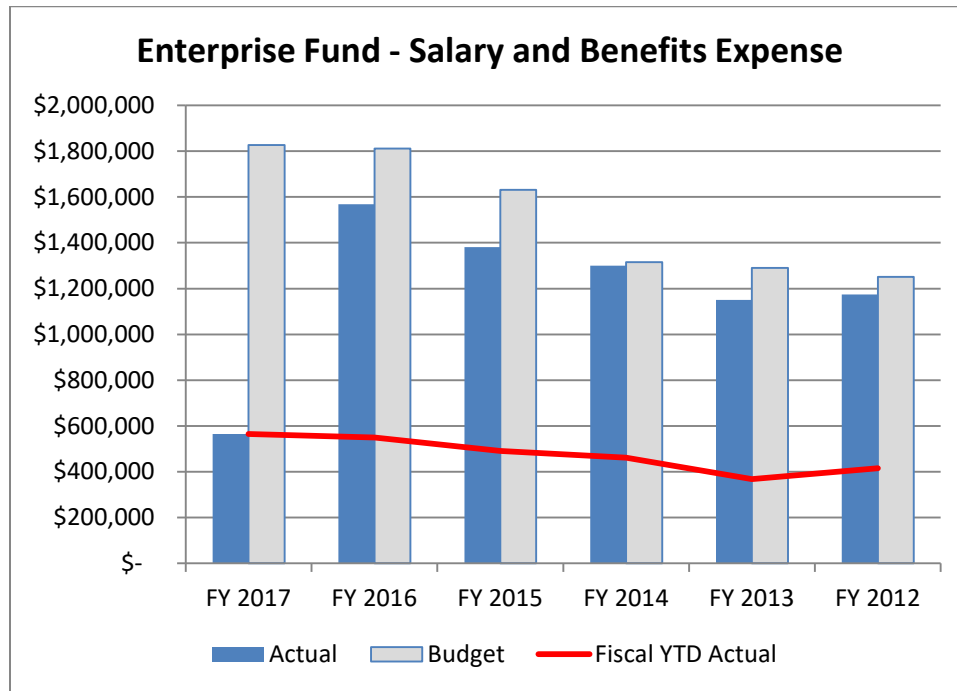


Supplies (which includes water purchased from the City of Houston) makes up the largest category of expenses in the Enterprise Fund at 31.2% of all FY 2017 budgeted expenses, followed by “other and transfers” at 30.4%. Other and transfers includes \$11,000 of budgeted operational expenses and \$2,746,000 of transfers out, including (1) \$624,000 to the General Fund to reimburse overhead expenses, (2) \$950,000 to the Debt Service Fund, (3) \$522,000 to the Vehicle and Equipment Replacement Fund, and (4) \$650,000 to the Capital Improvement Fund.



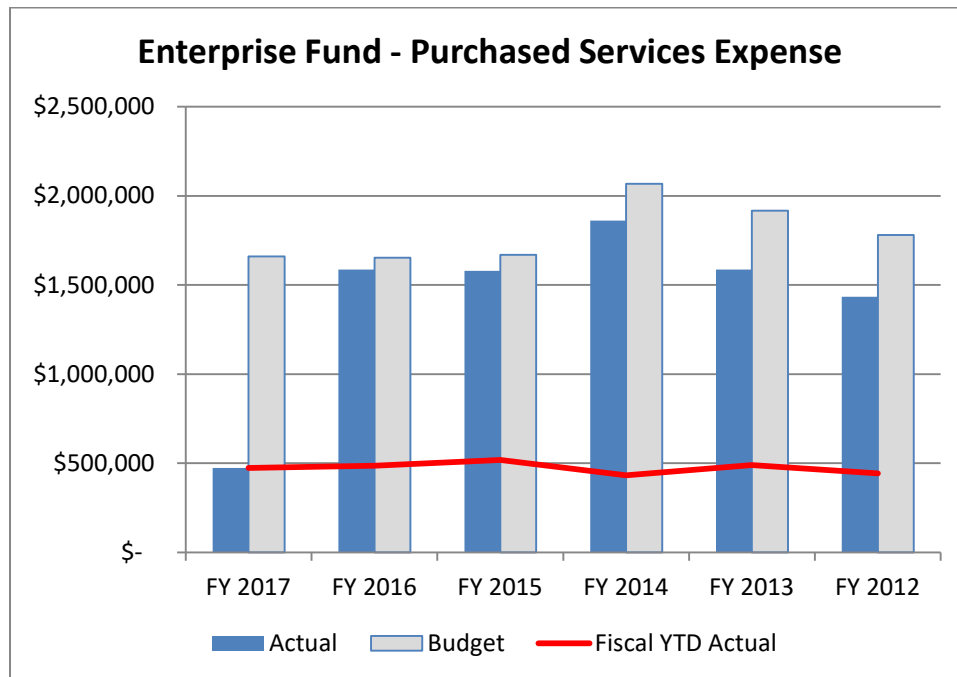
Salary and Benefits

Salary and benefits of \$564,781 are under the allocated budget by \$70,338, or 11%, due to vacancies.



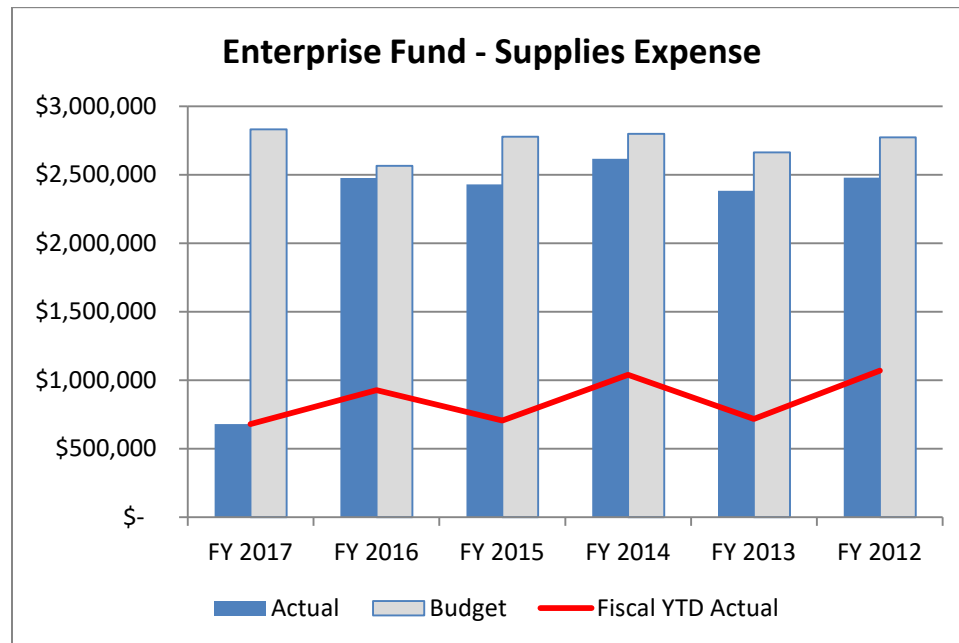
Purchased Services

Purchased services of \$473,699 are under the allocated budget by \$15,529, or 3%.



Supplies

Supplies of \$679,968 are under the allocated budget by \$340,781, or 33%.



The supplies category includes ground water credits. Ground water credits are usually purchased once a year, but the purchase date varies from year to year. Twice in the five-year history included in the allocated budget there was a ground water credit purchase in the first four months of the fiscal year. In each of November 2013 and December 2015, the City purchased \$170,770 of ground water credits, which increased the allocated budget for the period; however, there were no ground water credit purchases in the first four months of FY 2017. Ground water credits are expected to be purchased in March 2017.

The City budgeted a 14% increase in FY 2017 water purchases from the City of Houston, as compared to FY 2016 actual expense of \$1,610,888. While the rate per 1,000 gallons has so far increased 1.4%, from \$2.842 to \$2.882, the number of gallons used has decreased and the minimum monthly gallons billed decreased from 45 million to 42 million. This resulted in Houston billing Bellaire for 10.8 million fewer gallons in FY 2017 than in the comparable period in FY 2016. The water purchases expense of \$497,634 for the four months ended January 2017 is \$111,984 less than the average of the prior five years of \$609,618 for the comparable period.

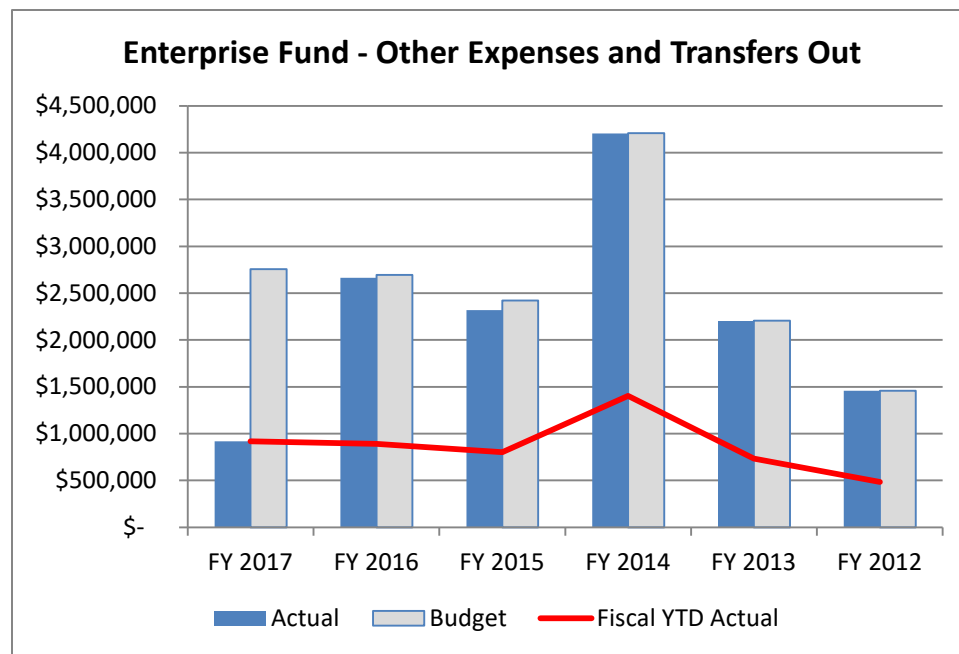
The City budgeted a 48% increase in Enterprise Fund fuel costs for FY 2017 as compared to FY 2016 actual fuel expense of \$66,527, however fuel expense of \$20,266 for the four months ended January 2017 represents an 8% decrease compared to last year.

The January electricity invoice was not paid until February resulting in just three electricity payments in the four months ended January 2017 versus four payments in each of the years included in the allocated budget. The amount of the January invoice, which was paid in February, allocated to the Enterprise Fund was \$34,057.

The budget for garbage bags increased by \$15,000, from \$85,000 to \$100,000; however, there were no garbage bag purchases in the four months ended January 2017. The average garbage bag expense for the five years included in the allocated budget is \$12,532. The bid opening for the new garbage bag contract was March 1, 2017.

Other Expenses and Transfers Out

The “other expenses and transfers out” category is mainly the monthly transfers from the Enterprise Fund to (1) the General Fund, (2) the Debt Service Fund, (3) The Vehicle and Equipment Replacement Fund, and (4) the Capital Improvement Fund. Other expenses and transfers out in the four months ended January 2017 of \$919,420 are under the allocated budget by \$6,631, or 1%. Total budgeted transfers out of the Enterprise Fund are \$2,746,000, or \$228,833/month. The year-to-date expenses are \$4,087 higher than the transfer amount because of banking fees, which are budgeted at \$11,000, and are relatively immaterial to the category total.



Rainfall

Rainfall (Inches)	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013
Cumulative thru January	17.15	23.23	18.69	15.74	10.36
Annual		70.95	70.83	59.05	30.06

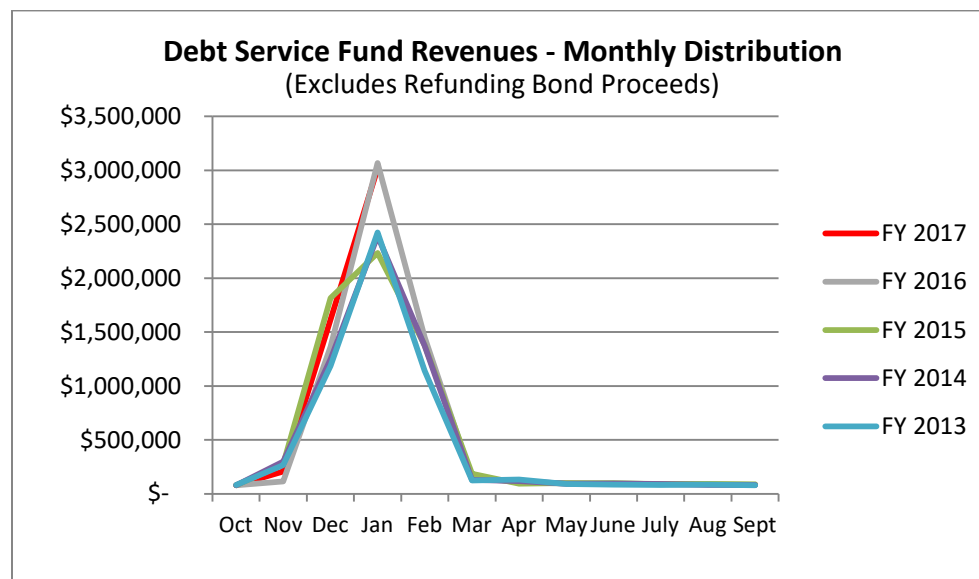
DEBT SERVICE FUND

Debt Service Fund Revenues:

FY 2017 Budget	YTD Actual 01/31/2017	Over/(Under) Budget
\$7,310,967	\$14,877,700	\$7,566,733

In addition to the normal recurring revenues discussed below, the City records the proceeds of any refunding bond issuances as revenues in the Debt Service Fund. Bond proceeds from the issuance of refunding bonds were not included in the FY 2017 budget, and are not reflected in the \$7.3 million budgeted revenue amount in the above table. However, the YTD actual revenues of \$14.9 million in the above table do include approximately \$10 million of refunding bond proceeds.

Normal recurring Debt Service Fund revenues are comprised primarily of property taxes (87% of budgeted revenues). The other significant source of recurring revenue is the annual \$950,000 transfer in from the Enterprise Fund (13% of budgeted revenues), which is recorded in monthly installments of \$79,167. There is also a small amount of investment earnings budgeted (\$5,000 – less than 1% of budgeted revenues). For the four months ended January 2017, normal recurring revenues from property taxes, Enterprise Fund transfers, and investment earnings totaled \$4.9 million, which is \$2.4 million under budget, or 33%.



Property Tax

As noted earlier, property taxes are primarily collected in the months of December through February due to the January 31st property tax due date. The Debt Service Fund collected \$4,604,392 of property tax in the four months ended January 2017, or 72% of FY 2017 budgeted property tax.

Transfers From Enterprise Fund

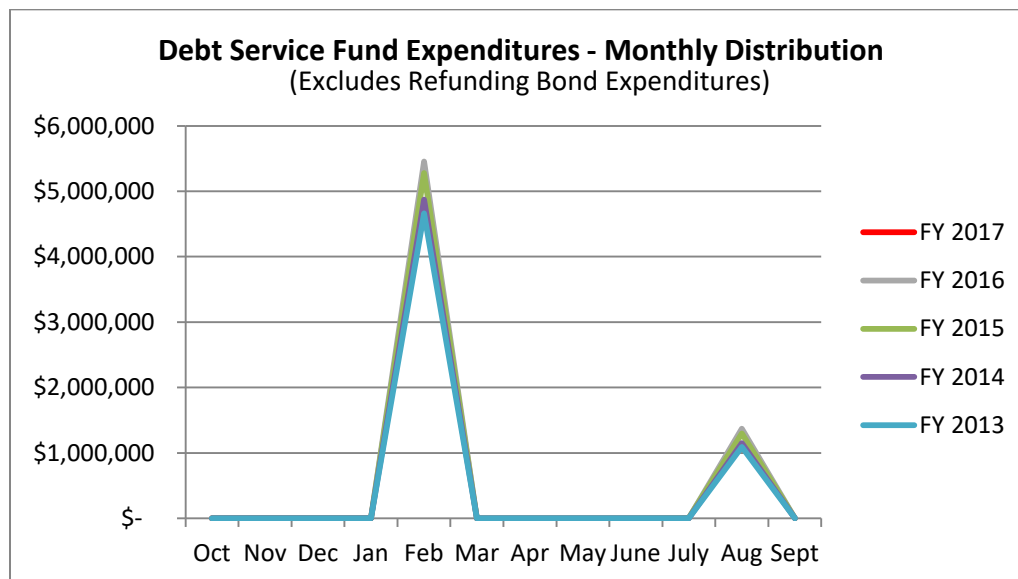
Transfers from the Enterprise Fund in the amount of \$316,667 for the four months ended January 2017 are equal to 4/12 of the total FY 2017 budgeted transfer.

Debt Service Fund Expenditures:

FY 2017 Budget	YTD Actual 01/31/2017	Over/(Under) Budget
\$7,310,967	\$9,947,847	\$2,636,880

In addition to the normal recurring expenditures discussed below, the City records payments associated with issuing refunding bonds as expenditures in the Debt Service Fund. Expenditures associated with the issuance of refunding bonds were not included in the FY 2017 budget, and are not reflected in the \$7.3 million budgeted expenditures amount in the above table. However, the YTD actual expenditures of \$9.947 million in the above table do include approximately \$9.942 million of refunding bond expenditures.

Normal recurring Debt Service Fund expenditures are primarily scheduled principal and interest payments (99.8% of FY 2017 budgeted expenditures). There are also some minor related fees such as fiscal agent fees. In February, there are annual principal payments and semi-annual interest payments due on the City's outstanding bonds, and in August there are semi-annual interest payments due. Expenditures are concentrated in February and August in accordance with the debt payment schedules.



According to schedule, there were no principal or interest payments made in the four months ended January 2017. Normal recurring expenditures during the period totaled just \$5,613 in fiscal agent fees and arbitrage consultant fees.

City of Bellaire
General Fund
Revenues and Expenditures (Unaudited)
YTD as of January 2017

	January			Year to Date			
	FY 2017 Budget	Actual	% of Budget	Allocated Budget	Actual	Over/(Under) Allocation	% of Budget
Revenues							
Property Taxes	\$ 12,331,714	\$ 5,664,558	46%	\$ 9,135,693	\$ 8,883,365	\$ (252,328)	72%
Franchise Taxes	1,410,000	61,713	4%	434,962	459,024	24,062	33%
Sales Taxes	2,545,300	207,796	8%	826,183	722,942	(103,241)	28%
Permits, Fees, Licenses	1,261,550	76,786	6%	429,461	278,970	(150,491)	22%
PARD Charges and Fees	903,900	39,964	4%	116,922	143,472	26,550	16%
Public Safety	385,382	23,840	6%	116,107	125,044	8,937	32%
Fines	765,000	69,593	9%	236,723	228,081	(8,642)	30%
All Other	703,600	60,822	9%	226,037	230,607	4,570	33%
Total Revenues	20,306,446	6,205,074	31%	11,522,088	11,071,507	(450,581)	55%
Expenditures							
Salary & Benefits	14,203,605	983,840	7%	4,751,864	4,681,512	(70,352)	33%
Purchased Services	4,048,439	292,735	7%	1,479,579	1,208,092	(271,488)	30%
Supplies	1,268,631	57,307	5%	389,842	268,942	(120,900)	21%
Other/Transfers	2,003,075	179,531	9%	595,156	699,403	104,247	35%
Total Expenditures	21,523,750	1,513,412	7%	7,216,441	6,857,949	(358,492)	32%
Net Revenues/(Expenditures)	\$ (1,217,304)	\$ 4,691,662		\$ 4,305,647	\$ 4,213,558	\$ (92,089)	
Unaudited Fund Balance 9/30/16	\$ 4,901,083						
FY 2017 Revenue Budget	20,306,446						
FY 2017 Expenditure Budget	21,523,750						
Projected Ending Fund Balance	<u>\$ 3,683,779</u>						
60 Day Reserve Requirement	\$ 3,244,458						
(Includes only operating budget)							

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

**City of Bellaire
Enterprise Fund
Revenues and Expenses (Unaudited)
YTD as of January 2017**

	January			Year to Date			
	FY 2017 Budget	Actual	% of Budget	Allocated Budget	Actual	Over/(Under) Allocation	% of Budget
Revenues							
Water	\$ 4,183,494	\$ 255,020	6%	\$ 1,469,263	\$ 1,327,782	\$ (141,480)	32%
Wastewater	2,163,437	187,274	9%	723,429	755,280	31,851	35%
Solid Waste	1,881,660	140,927	7%	627,340	562,885	(64,455)	30%
All Other	122,052	6,075	5%	48,602	28,732	(19,870)	24%
Total Revenues	8,350,643	589,296	7%	2,868,634	2,674,680	(193,954)	32%
Expenses							
Salary & Benefits	1,826,281	115,720	6%	635,119	564,781	(70,338)	31%
Purchased Services	1,659,622	157,502	9%	489,228	473,699	(15,529)	29%
Supplies	2,832,831	142,743	5%	1,020,749	679,968	(340,781)	24%
Other Expenses and Transfers	2,757,000	230,072	8%	926,050	919,420	(6,631)	33%
Total Expenses	9,075,734	646,037	7%	3,071,146	2,637,868	(433,278)	29%
Net Revenues/(Expenses)	\$ (725,091)	\$ (56,741)		\$ (202,513)	\$ 36,812	\$ 239,324	

Unaudited Working Capital 9/30/16	\$ 1,509,175
FY 2017 Revenue Budget	8,350,643
FY 2017 Expense Budget	9,075,734
Projected Ending Working Capital	<u>\$ 784,084</u>

30 Day Fund Balance \$ 579,478
(Includes only operating budget)

Working Capital (current assets minus current liabilities)

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

City of Bellaire
Debt Service Fund
Revenues and Expenditures (Unaudited)
YTD as of January 2017

	YTD			
	FY 2017 Budget	Unaudited Actual	Over/(Under) Budget	% of Budget
Revenues				
Property Taxes	\$ 6,355,967	\$ 4,604,392	\$ (1,751,575)	72%
Investment Earnings	5,000	1,028	(3,972)	21%
Operating Transfer In	950,000	316,667	(633,333)	33%
Bond Premium	-	265,613	265,613	n/a
Debt Proceeds	-	9,690,000	9,690,000	n/a
Total Revenues	7,310,967	14,877,700	7,566,733	203%
Expenditures				
Principal Payment	4,340,000	-	(4,340,000)	0%
Interest Payment	2,959,567	-	(2,959,567)	0%
Bond Refunding Expense	-	9,764,218	9,764,218	n/a
Other Debt Expense	11,400	183,630	172,230	1611%
Total Expenditures	7,310,967	9,947,847	2,636,880	136%
Net Revenues/(Expenditures)	\$ -	\$ 4,929,852	\$ 4,929,852	

Unaudited Fund Balance 9/30/16	\$ 489,975
FY 2017 Revenue Budget	7,310,967
FY 2017 Expenditure Budget	7,310,967
Projected Ending Fund Balance	<u>\$ 489,975</u>

City of Bellaire
Vehicle and Equipment Replacement Fund
Revenues and Expenditures (Unaudited)
YTD as of January 2017

	FY 2017 Budget	January Actual	YTD Actual	Encumbrance	Budget Balance
Revenues					
Transfers - General	\$ 1,007,000	\$ 83,917	\$ 335,667	n/a	\$ 671,333
Transfers - Enterprise	522,000	43,500	174,000	n/a	348,000
Proceeds from Capital Lease	787,667	-	-	n/a	787,667
Total Revenues	2,316,667	127,417	509,667	n/a	1,807,000
Expenditures					
Development Services	25,000	-	-	-	25,000
Fire	865,272	-	-	695,174	170,098
Police	310,000	-	-	242,154	67,846
Parks & Recreation	55,000	-	-	-	55,000
Public Works	210,000	-	-	-	210,000
Enterprise Public Works	435,000	-	-	-	435,000
Total Expenditures	1,900,272	-	-	937,328	962,944
Net Revenues/(Expenditures)	\$ 416,395	\$ 127,417	\$ 509,667	n/a	\$ 844,056
Unaudited Fund Balance 9/30/16	\$ 952,703				
FY 2017 Revenue Budget	2,316,667				
FY 2017 Expenditure Budget	1,900,272				
Projected Ending Fund Balance	<u>\$ 1,369,098</u>				

City of Bellaire
Capital Improvements Fund
Revenues and Expenditures (Unaudited)
YTD as of January 2017

	FY 2017 Adopted Budget	Budget Carry-over	Budget Adjustments	FY 2017 Revised Budget	January Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
General Fund Transfer	\$ 1,050,000	\$ -	\$ -	\$ 1,050,000	\$ 87,500	\$ 350,000	n/a	\$ 700,000
Enterprise Fund Transfer	650,000	-	-	650,000	54,167	216,667	n/a	433,333
Evelyn's Park	-	-	80,990	80,990	-	74,029	n/a	6,961
Total Revenues	1,700,000	-	80,990	1,780,990	141,667	640,696	n/a	1,140,294
Projects								
FY 2014 City Wide Beautification	-	229,643	-	229,643	2,336	44,844	-	184,799
FY 2014 Street & Drainage Reconstruction - Phase 5B (a)	-	1,000,919	-	1,000,919	21,005	63,966	931,499	5,454
FY 2015 Evelyn's Park	-	968,245	80,990	1,049,235	871,291	871,291	134,074	43,870
FY 2015 Memorial Day Flood	-	-	-	-	-	2,512	1,406	(3,918)
FY 2016 Pavement Mgt Program	800,000	828,044	-	1,628,044	29,156	44,156	13,928	1,569,960
FY 2016 Playground/Shade/Amenities	100,000	-	-	100,000	13,587	13,587	83,233	3,180
FY 2016 ROW	-	50,000	-	50,000	12,438	37,313	12,438	250
FY 2016 Storm Water Drainage	-	900	-	900	-	900	-	-
FY 2017 BFAC Pool Area Improvements	150,000	-	-	150,000	-	-	-	150,000
FY 2017 Park Master Signage	50,000	-	-	50,000	-	-	-	50,000
FY 2017 Community Pathways Master Plan	75,000	-	-	75,000	-	-	-	75,000
FY 2017 Decorative Standard for Major Streets	75,000	-	-	75,000	-	-	-	75,000
FY 2017 Flood Plain Hazard Mitigation Plan	50,000	-	-	50,000	-	-	-	50,000
Total General Projects	1,300,000	3,077,751	80,990	4,458,741	949,813	1,078,569	1,176,577	2,203,595
FY 2015 City Wide SCADA System	150,000	202,500	-	352,500	-	-	37,500	315,000
FY 2015 Water/Sanitary Sewer Program	-	82,827	-	82,827	1,071	1,071	-	81,756
FY 2016 Rehab Renwick Ground Storage	400,000	55,000	-	455,000	-	-	43,265	411,735
FY 2016 WW System Upgrades	50,000	150,473	-	200,473	4,850	6,898	16,450	177,125
FY 2017 Water System Upgrades	50,000	-	-	50,000	-	-	-	50,000
Total Enterprise Projects	650,000	490,800	-	1,140,800	5,921	7,969	97,215	1,035,616
Total Expenditures/Encumbrances	1,950,000	3,568,551	80,990	5,599,541	955,734	1,086,538	1,273,792	3,239,211
Net Revenues/(Expenditures)	\$ (250,000)	\$ (3,568,551)	\$ -	\$ (3,818,551)	\$ (814,067)	\$ (445,842)	n/a	\$ (2,098,917)

(a) Pay as you Go portion of Bonds in Fund 620

Unaudited Fund Balance 9/30/16	\$ 5,600,527
FY 2017 Revenue Budget	1,700,000
FY 2017 Expenditure Budget	5,599,541
Projected Ending Fund Balance	<u>\$ 1,700,986</u>

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

City of Bellaire
Capital Bond Fund
Revenues and Expenditures (Unaudited)
YTD as of January 2017

	FY 2017 Adopted Budget	Budget Carry-over	FY 2017 Revised Budget	January Actual	YTD Actual	Encumbrance	Budget Balance
Revenues							
Interest	\$ -	\$ -	\$ -	\$ 3,442	\$ 12,230	n/a	\$ (12,230)
Bond Proceeds	31,050,000	-	31,050,000	-	-	n/a	31,050,000
Total Revenues	31,050,000	-	31,050,000	3,442	12,230	n/a	31,037,770
Non-Project Expenditures							
Bond Issuance Costs	-	-	-	9,500	19,000	-	(19,000)
Total Non-Project Expenditures	-	-	-	9,500	19,000	-	(19,000)
Projects							
FY 2012 Drainage Phase 5	-	708,338	708,338	-	-	714,869	(6,531)
FY 2015 Drainage Phase 5B	-	5,022,808	5,022,808	-	1,128,284	3,894,524	0
FY 2013 New City Hall/Police/Municipal Court	18,160,000	431,922	18,591,922	53,339	88,717	320,230	18,182,975
FY 2015 Evelyn's Park	-	846,306	846,306	200,472	851,212	275	(5,181)
FY 2015 Nature Discovery Center	-	315,278	315,278	80,885	192,364	122,914	0
FY 2017 Streets and Drainage	7,000,000	-	7,000,000	-	-	-	7,000,000
FY 2017 Sidewalks	2,000,000	-	2,000,000	-	-	-	2,000,000
FY 2017 Water Line Improvements	3,500,000	-	3,500,000	-	-	-	3,500,000
FY 2017 Wastewater Line Improvements	150,000	-	150,000	-	-	-	150,000
FY 2017 Water Meter Install & WWT Plant Improv	12,800,000	-	12,800,000	-	-	-	12,800,000
Total Project Expenditures	43,610,000	7,324,652	50,934,652	334,696	2,260,577	5,052,811	43,621,264
Total Expenditures	43,610,000	7,324,652	50,934,652	344,196	2,279,577	5,052,811	43,602,264
Net Revenues/(Expenditures)	\$ (12,560,000)	\$ (7,324,652)	\$ (19,884,652)	\$ (340,755)	\$ (2,267,348)	n/a	\$ (12,564,493)

Unaudited Fund Balance 9/30/16	\$ 6,996,187
FY 2017 Revenue Budget	31,050,000
FY 2017 Expenditure Budget	50,934,652
Projected Ending Fund Balance	<u>\$ (12,888,465)</u>

Note to ending balance RBB funds from General CIP will be used to reconcile negative balance.

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

**City of Bellaire
Metro Fund
Revenues and Expenditures (unaudited)
YTD as of January 2017**

	FY 2017 Adopted Budget	Budget Carry-over	FY 2017 Revised Budget	January Actual	YTD Actual	Encumbrance	Budget Balance
Revenues							
Metro Sales Tax	\$ 1,200,000	\$ -	\$ 1,200,000	\$ 101,694	\$ 356,934	n/a	\$ 843,066
Interest	-	-	-	1,177	3,636	n/a	(3,636)
Total Revenues	1,200,000	-	1,200,000	102,871	360,570	n/a	839,430
Projects							
FY 2014 City Wide Trip Hazard	-	177,108	177,108	-	-	177,108	0
FY 2014 Sidewalk Projects	-	185,283	185,283	-	-	-	185,283
FY 2015 Street Pavement Mgt Program	1,200,000	1,485,172	2,685,172	219,194	241,579	1,476,263	967,331
FY 2015 Street Striping Program	-	15,953	15,953	-	-	-	15,953
Total Expenditures	1,200,000	1,863,516	3,063,516	219,194	241,579	1,653,370	1,168,567
Net Revenues/(Expenditures)	\$ -	\$ (1,863,516)	\$ (1,863,516)	\$ (116,324)	\$ 118,991	n/a	\$ (329,137)
Unaudited Fund Balance 9/30/16	\$ 2,253,395						
FY 2017 Revenue Budget	1,200,000						
FY 2017 Expenditure Budget	3,063,516						
Projected Ending Fund Balance	<u>\$ 389,879</u>						

**CITY OF BELLAIRE
CURRENT PROPERTY TAX COLLECTIONS
FY 2014 - FY 2017**

<u>Month</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
Oct	\$ -	\$ -	\$ -	\$ -
Nov	652,841	585,025	131,234	272,719
Dec	3,255,591	4,865,374	3,881,188	2,965,928
Jan	6,438,379	6,075,640	8,702,108	5,656,798
Feb	3,605,747	3,634,938	4,005,865	
Mar	137,922	296,537	206,525	
Apr	102,078	63,640	90,455	
May	45,507	55,636	49,017	
Jun	41,695	53,382	57,865	
Jul	2,853	4,673	14,076	
Aug	-	-	-	-
Sep	-	-		
			YTD Collections	\$ 8,895,445
			% of Budget	47.89%
			% of Total Levy	47.82%
			FY 2017 Budget - Total Tax Revenue	\$ 18,573,641
			2016 Tax Year Taxable Value - Certified Appraisal Roll*	\$ 4,546,701,928
			2016 Tax Year - Under Protest or not Certified*	255,408,384
			Total	4,802,110,312
			Total Levy at \$0.3874 / \$100 =	\$ 18,603,375

Ten Largest Taxpayers in City of Bellaire (Tax Year 2016) *

		<u>Taxable Value</u>
Chevron Chemical Company	Oil & Gas	81,889,532
KBS SOR 6565 6575 West Loop	Land/Improvements	39,173,621
Pin Oak North Parcres LL LLC	Land/Improvements	38,140,622
BRI 1833 6330 LLC	Land/Improvements	37,836,000
Centerpoint Energy Inc.	Electric Utility	31,186,932
SBC Communications	Utility	28,497,360
CHP Houston Tx MOB Owner LLC	Land/Improvements	27,000,000
CHP Houston TX Hospital Land	Hospital	24,441,321
Pin Oak South Parcel LL LLC	Land/Improvements	19,781,055
Pin Oak North Parcres LL LLC	Land/Improvements	13,745,000
		<u>\$ 341,691,443</u>

Tax Levy @ \$0.3874/100	<u>\$ 1,323,713</u>
% of Total Levy	7.12%

* Source: Municipal Advisory Council of Texas

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

**CITY OF BELLAIRE
HOUSING INFORMATION
FY 2017**

January

Houses, Townhomes & Vacant Lots for Sale *

<u>Price Range</u>	
\$ 0 - \$ 250,000	1
\$ 250,001 - \$ 500,000	43
\$ 500,001 - \$ 750,000	32
\$ 750,001 - \$ 1,000,000	20
> \$ 1,000,000	72
Total Units For Sale *	168

Total HCAD Residential Units/Lots ** 6,199

For Sale as a % of Total Units 2.71%

Highest Listing Price - Home \$ 2,788,000

Lowest Listing Price - TH/Lot \$ 249,900

Houses for Lease * 55

Highest Lease/Month \$ 6,950

Lowest Lease/Month \$ 1,200

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
At Quarter End 06-30-16	-	2
At Quarter End 09-30-16		2
At Quarter End 12-31-16	2	3

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	73	44,585,564	610,761
2017	19	9,616,635	506,139

Average Appraised Value (Tax Year 2016) \$ 843,265

* 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: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

CITY OF BELLAIRE
SUMMARY OF SALES & MIXED BEVERAGE TAX
FY 2015 - FY 2017

<u>Payment</u>				
<u>Month</u>	<u>Period</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Sales Tax</u>				
Oct	Aug	\$ 168,534	\$ 153,643	\$ 153,452
Nov	Sep	204,637	236,498	179,528
Dec	Oct	187,620	196,711	177,498
Jan	Nov	168,955	253,578	203,388
Feb	Dec	289,944	253,419	
Mar	Jan	175,468	176,377	
Apr	Feb	168,824	171,712	
May	Mar	201,769	210,865	
Jun	Apr	174,538	172,229	
Jul	May	171,111	186,436	
Aug	Jun	230,014	266,791	
Sep	Jul	209,043	178,264	
Sub-Total		<u>\$ 2,350,457</u>	<u>\$ 2,456,522</u>	<u>\$ 713,867</u>
<u>Mixed Beverage</u>				
Oct	1st Qtr	5,493	6,012	4,668
Jan	2nd Qtr	6,053	5,238	4,408
Apr	3rd Qtr	5,839	5,570	
Jul	4th Qtr	6,004	5,970	
Sub-Total		<u>23,389</u>	<u>22,790</u>	<u>9,075</u>
Total		<u><u>\$ 2,373,846</u></u>	<u><u>\$ 2,479,312</u></u>	<u><u>\$ 722,942</u></u>

**CITY OF BELLAIRE
SUMMARY OF FRANCHISE FEES
FY2015 - FY 2017**

	Total <u>FY 2015</u>	Total <u>FY 2016</u>	YTD <u>FY 2017</u>
Electric	\$ 823,552	\$ 823,825	\$ 274,827
Gas	123,933	90,735	36,989
Telephone	115,691	114,371	26,424
Cable	<u>328,259</u>	<u>335,611</u>	<u>120,785</u>
Total	<u>\$ 1,391,435</u>	<u>\$ 1,364,542</u>	<u>\$ 459,024</u>

**CITY OF BELLAIRE
SUMMARY OF PURCHASE ORDERS
FY 2017**

	Oct-16		Nov-16		Dec-16		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>
<u>Total Purchase Orders</u>	320	\$ 3,450,562	265	\$ 900,844	187	\$ 651,711	772	\$ 5,003,118
<u>PO for \$5,000 - \$50,000</u>	37	\$ 556,054	27	\$ 389,891	13	\$ 238,795	77	\$ 1,184,740
% of Total Purchase Orders	11.56%	16.11%	10.19%	43.28%	6.95%	36.64%	9.97%	23.68%
\$ 5,000 - \$ 25,000	33	\$ 406,163	23	\$ 263,797	10	\$ 130,723	66	\$ 800,683
\$ 25,001 - \$ 50,000	4	\$ 149,891	4	\$ 126,093	3	\$ 108,073	11	\$ 384,056
	Jan-17		Feb-17		Mar-17		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>
<u>Total Purchase Orders</u>	240	\$ 1,866,761	-	\$ -	-	\$ -	240	\$ 1,866,761
<u>PO for \$5,000 - \$50,000</u>	20	\$ 307,803	-	\$ -	-	\$ -	20	\$ 307,803
% of Total Purchase Orders	8.33%	16.49%	0.00%	0.00%	0.00%	0.00%	8.33%	16.49%
\$ 5,000 - \$ 25,000	17	\$ 188,053	-	\$ -	-	\$ -	17	\$ 188,053
\$ 25,001 - \$ 50,000	3	\$ 119,750	-	\$ -	-	\$ -	3	\$ 119,750
	Apr-17		May-17		Jun-17		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>
<u>Total Purchase Orders</u>	-	\$ -	-	\$ -	-	\$ -	-	\$ -
<u>PO for \$5,000 - \$50,000</u>	-	\$ -	-	\$ -	-	\$ -	-	\$ -
% of Total Purchase Orders	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
\$ 5,000 - \$ 25,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
\$ 25,001 - \$ 50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Jul-17		Aug-17		Sep-17		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>
<u>Total Purchase Orders</u>	-	\$ -	-	\$ -	-	\$ -	-	\$ -
<u>PO for \$5,000 - \$50,000</u>	-	\$ -	-	\$ -	-	\$ -	-	\$ -
% of Total Purchase Orders	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
\$ 5,000 - \$ 25,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -
\$ 25,001 - \$ 50,000	-	\$ -	-	\$ -	-	\$ -	-	\$ -

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

Attachment: January 2017 Monthly Report (2072 : Monthly Financial Report for the Period Ending January 31, 2017)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401

**SCHEDULED
INFORMATION ITEM (ID
2152)**

Meeting: 03/06/17 06:00 PM
Department: Parks, Recreation and
Facilities
Category: Presentation
Department Head: Karl Miller
DOC ID: 2152

Item Title:

Quarterly Report from the Evelyn's Park Conservancy Board - Presented by Denton Ragland, Executive Director, Evelyn's Park Conservancy.

Background/Summary:

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

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

FEBRUARY 6, 2017

Civic Center

Regular Session

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION (ANNUAL STATE OF THE CITY MEETING) - 7:00 P.M.

A. Call to Order - Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, called the Regular Session (Annual State of the City Meeting) of the City Council of the City of Bellaire, Texas, to order at 7:01 p.m. on Monday, February 6, 2017. The Regular Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401-4411.

B. Announcement of a Quorum - Andrew S. Friedberg, Mayor.

Mayor Friedberg announced that a quorum of the members of the City Council of the City of Bellaire, Texas, were 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.

C. Inspirational Reading and/or Invocation - Andrew S. Friedberg, Mayor.

Mayor Friedberg provided the inspirational reading for the evening.

D. Pledges of Allegiance:

Mayor Friedberg led the members of City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

E. Personal/Audience Comments:

Robert Riquelmy:

Mr. Riquelmy addressed City Council regarding the Bellaire Police Department. He praised the Chief of Police for his good manners. He also suggested the need for greater training and evaluation of the police officers.

Minutes Acceptance: Minutes of Feb 6, 2017 7:00 PM (Adoption of Minutes:)

James Rowe:

Mr. Rowe addressed City Council regarding a review of the City's policies and procedures concerning the regulation of new home construction. He indicated that the City had hired an outside firm to look into the matter and advised that he was present to learn the findings from the report. He suggested a future agenda item to discuss the report.

Lynn McBee:

Ms. McBee addressed City Council regarding the volunteer boards and commissions. She indicated that the City was indebted to them for their service and suggested greater recognition of all of the members of the boards and commissions.

Ms. McBee expressed concern that two of the City's ongoing boards and one ad hoc commission had been omitted. She noted that the Audit Finance Board, Evelyn's Park Conservancy Board, and Charter Review Commission worked equally as hard and should have been included on the agenda. She also suggested including the group of residents that attended the Bellaire Citizens Academy.

F. Reports and Presentations:**a. Annual Board and Commission Reports:****i. Boards and Commissions Governed by State Law:**

1. Annual report of the Board of Adjustment of the City of Bellaire, Texas - Presented by James P. Avioli, Sr., Board Chair.

James P. Avioli, Sr., Chair, presented the 2016 Annual Report for the Board of Adjustment (the "Board"). The report included an overview of the meetings held by the Board during the year and a brief description of a special exception considered by the Board.

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

Laura Thurmond, Chair, presented the 2016 Annual Report for the Building and Standards Commission (the "Commission"). The report included an overview of the meetings held by the Commission during the year. Public education on issues pertaining to building codes was also provided by the Commission during the year.

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

Dirk Stiggins, Vice Chair, presented the 2016 Annual Report for the Planning and Zoning Commission (the "Commission"). The report included an overview of the meetings held by the Commission and a brief description of land use regulation matters and code amendments considered during the year.

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

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

Terry Leavitt-Chavez, Chair, presented the 2016 Annual Report for the Cultural Arts Board (the "Board"). The report included an overview of the meetings held by the Board and a brief description of public art initiatives undertaken by the Board during the year.

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

Jason Wintz, Chair, presented the 2016 Annual Report for the Environmental and Sustainability Board (the "Board"). The report included an overview of work performed during the year regarding recycling and solid waste collection. Public education on environmental issues through the publication of the Board's triannual newsletter was also provided during the year.

3. Annual report of the L.I.F.E. Advisory Board of the City of Bellaire, Texas - Presented by Trish Parrack, Board Chair.

Trish Parrack, Chair, presented the 2016 Annual Report for the L.I.F.E. Advisory Board (the "Board"). The report included an overview of meetings held during the year to provide guidance to staff with respect to senior programming, such as trips, special activities, and educational seminars.

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

Neil Verma, Chair, presented the 2016 Annual Report for the Parks and Recreation Advisory Board (the "Board"). The report included an overview of work performed by the Board during the year and a brief description of recommendations made related to park amenities, improved interconnectivity to the City's parks, lighting for the Newcastle Trail, and completion of a Master Plan for Evergreen Park.

b. Annual State of the City Address:

Annual State of the City Address - Presented by Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, presented the annual State of the City address. The theme of his address was one of stewardship. A brief overview of programs and actions undertaken and continuing through 2017 by the City Council and City Staff was provided and included infrastructure improvements (drainage, water lines, sewer lines, streets, and sidewalks); public safety enhancements; continued beautification of public spaces; information and public engagement opportunities; budgeting; and reporting.

In closing, Mayor Friedberg advised that it was a privilege to present the state of the City. He thanked the volunteer boards and commissions and City Staff for their service.

G. Community Interest Items from the Mayor and Council.

Community interest items from the Mayor and Council included an expression of thanks to the boards and commissions for their service; an expression of thanks to the Parks, Recreation, and Facilities Department for the recent Daddy-Daughter Dance; an expression of thanks and special recognition of the Bellaire Police Department on their recent Awards Ceremony; special recognition and thanks to the Bellaire service clubs; an

expression of thanks to City Staff; and encouragement to residents to apply for openings on the boards and commissions.

H. Adjourn.

Mayor Friedberg announced that the Regular Session (Annual State of the City Meeting) of the City Council of the City of Bellaire, Texas, was adjourned at 8:33 p.m. on Monday, February 6, 2017.

Minutes Acceptance: Minutes of Feb 6, 2017 7:00 PM (Adoption of Minutes:)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 03/06/17 06:00 PM
Department: Parks, Recreation and
Facilities
Category: Ordinance
Department Head: Cheryl Bright-
West
DOC ID: 2212

**SCHEDULED
INFORMATION ITEM (ID
2212)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 3, Alcoholic Beverages, Article I, In General, Section 3-3, Use prohibited in public parks and other public places, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Evelyn's Park Conservancy to serve beer and wine throughout Evelyn's Park during their special fundraising event, Dining By Fireflies, to be held in Evelyn's Park, 4400 Bellaire Boulevard, Bellaire, Texas 77401, on Thursday, April 20, 2017, from 6:00 p.m. to 10:00 p.m. - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation, and Facilities.

Background/Summary:

The Evelyn's Park Conservancy (EPC) is requesting City Council's consideration to temporarily lift the restriction limiting the designated area where beer and wine is allowed in Evelyn's Park on Thursday, April 20, 2017 from 6:00 p.m. until 10:00 p.m. for the purpose of allowing EPC to host a fundraising event, Dining by Fireflies. Attendance to Dining by Fireflies will be limited to VIP donors and through ticket sales, proceeds from this event will be dedicated to the Evelyn's Park Conservancy. This private event will consist of a progressive dining experience and a park preview allowing participants to stroll through the park and enjoy beer and wine at different locations throughout the park. The current construction fence that encompasses the perimeter of the park will remain in place thus prohibiting the general public from entering the area.

Park curfew in Evelyn's Park is 11:00 p.m. Monday - Thursday which should provide adequate time for event attendees to leave the park and for EPC to clean up the park after their event.

The Evelyn's Park Conservancy has been in communication with Police Chief Byron Holloway regarding this request. Denton Ragland, Executive Director and Patricia Ritter, President, of Evelyn's Park Conservancy will be available to answer any questions concerning their request.

Evelyn's Park Conservancy will be required to obtain a temporary license from the Texas Alcoholic Beverage Commission for this event in addition to purchasing event insurance and provide security.

Previous Council Action Summary:

On September 21, 2015 the City Council of the City of Bellaire approved the sale and consumption of beer and wine with a designated area with in and adjacent to the Cafe.

Fiscal Impact:

None

City Attorney Review:

The City Attorney has reviewed and approved the proposed Ordinance

Recommendation:

It is the recommendation of Cheryl Bright, Assistant Director of Parks, Recreation and Facilities that the City Council of the City of Bellaire temporarily suspend Chapter 3, Alcoholic Beverages, Article 1, Section 3-3, Use prohibited in public parks and other public places from 6 p.m. to 10 p.m. on Thursday, April 20, 2017 permitting Evelyn's Park Conservancy to serve beer and wine through out Evelyn's Park during Dining by Fireflies fundraiser in Evelyn's Park.

ATTACHMENTS:

- Dining By Fireflies request 030617 (PDF)
- Ordinance - Granting Code Suspension for Evelyn's Park Conservancy (00186427xD8318) (DOC)



EVELYN'S PARK

Conservancy

P.O. Box 459 | Bellaire, TX 77402

WWW.EVELYNSPARK.ORG

a 501(c)3 non-profit organization

24 February 2017

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

Re: Evelyn's Park Conservancy 2017 – Dining by Fireflies

Dear Mayor Friedberg and City Council:

We are excited to announce Dining by Fireflies – A Premiere Progressive Dining Experience and Park Preview on April 20th, 2017 from 6:00PM- 10:00PM. Enjoy dining alfresco and meet award winning chef behind The Ivy & James, while exploring special routes of discovery throughout the park grounds. Celebrate under a canopy of live Texas oaks with wine, beer, community and live music. Dining by Fireflies begins a new tradition at Evelyn's Park, bringing together community and neighbors surrounded by fine food, conversation and twinkling lights.

This will be a private event and the fencing around the park will remain for this event to prevent public access. EPC is working with Parks and Recreation and the Bellaire Police under the guidance of Chief Holloway to ensure safety to all of our guests. Our café operators are in the process of securing their alcohol license and will be ready for this event.

In order to host Dining by Fireflies, Evelyn's Park Conservancy respectfully requests consideration for a temporary suspension of Chapter 3, Alcoholic Beverages, Section 3-3, Use prohibited in public parks and other public places (the "Code"), for the purpose of allowing Evelyn's Park Conservancy to hold a fundraising event and to provide alcoholic beverages throughout the park, specifically beer and wine during the event at Evelyn's Park, 4400 Bellaire Boulevard on Thursday, April 20th, 2017, commencing at 6:00PM and terminating at 10:00PM.

Sincerely,

Patricia King-Ritter
Board President
Evelyn's Park Conservancy

Attachment: Dining By Fireflies request 030617 (2212 : 2017 Evelyn's Park Conservancy Request for Alcohol Waiver - Dining By Fireflies)



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, GRANTING A CODE SUSPENSION FOR EVELYN'S PARK CONSERVANCY RELATING TO A REQUEST TO WAIVE ALCOHOL RESTRICTIONS IN EVELYN'S PARK FOR A FUNDRAISING EVENT ON APRIL 20, 2017.

WHEREAS, the use and consumption of alcohol within Evelyn's Park is limited to a designated area pursuant to Section 3-3 of the Bellaire Code of Ordinances; and

WHEREAS, by letter dated February 24, 2017, the Evelyn's Park Conservancy has requested that the City Council waive or suspend the provisions of the Bellaire City Code relating to the use and consumption of alcoholic beverages in Evelyn's Park for a fundraising event, Dining by Fireflies, hosted by the Evelyn's Park Conservancy on April 20, 2017, from 6:00 PM to 10:00 PM; allowing the consumption of alcohol within the entire perimeter of the park; and

WHEREAS, the Evelyn's Park Conservancy is a not-for-profit organization that works to enhance positive community involvement through the operation of Evelyn's Park within the City of Bellaire, Texas; and

WHEREAS, the City Council of the City of Bellaire, Texas, finds that granting the request of the Evelyn's Park Conservancy assists the mission of raising funds to maintain Evelyn's Park and, in turn, directly benefits the City of Bellaire, Texas; **NOW, THEREFORE,**

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

1. The recitals set forth above are found to be true and correct.

2. The City Council of the City of Bellaire, Texas hereby temporarily suspends the application of Section 3-3 of the Bellaire Code of Ordinances for the fundraising event, Dining by Fireflies, hosted by the Evelyn's Park Conservancy on April 20, 2017 at Evelyn's Park, said suspension to commence at 6:00 PM and end at 10:00 PM.

3. The suspension provided for in paragraph 2 above is subject to and contingent upon the City Manager's approval of the date of the event and, as it relates to alcohol, compliance with the requirements of Section 3-3 of the Bellaire Code of Ordinances relating to the permit procedures for the use and consumption of alcoholic beverages in City-Owned public places.

4. This Ordinance shall be effective immediately upon its passage and adoption.

PASSED, APPROVED and **ADOPTED** this, the 6th day of March, 2017.

(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: 03/06/17 06:00 PM
Department: City Manager's Office
Category: Ordinance
Department Head: Paul A. Hofmann
DOC ID: 2146

**SCHEDULED
ACTION ITEM (ID # 2146)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement by and between 24/6 Technical Services, LLC, and the City of Bellaire, Texas, for On-Call Mechanical and Electrical Services for Water and Wastewater Facilities for an initial term commencing on March 7, 2017, ending on March 6, 2018, based on rates as outlined in the Standard Form of Agreement - Submitted by Diane K. White, Assistant City Manager.

Background/Summary:

The Public Works Department is moving into full implementation of a planned maintenance program that includes both preventative and predictive maintenance. Our first step is to put in place an On-call Mechanical and Electrical Services Agreement for Water and Wastewater services.

Our goal is to provide a higher level of accountability among our vendors and staff, provide for a process that allows our operators to get critical infrastructure up and running in a timelier fashion, prevent sequential purchases, reduce the number of purchase orders issued, reduce number of checks written, create efficiency and accountability in the purchasing process, guarantee a competitive price and transparency through the state procurement process and maintain critical infrastructure service delivery.

By utilizing the Competitive Sealed Proposal (CSP) procurement process, the City of Bellaire is not obligated to accept the lowest cost submitted in a packet. The CSP process provides the City of Bellaire the ability to evaluate the submittals and select a company based on a predetermined set of criteria in order to determine who best meets the needs of the City. The CSP process provides a transparent system that maximizes the owner's control over the project scope, quality of service, experience, personnel, safety standards, cost and adds predictability of the outcome to the service to be provided.

The criteria set forth in the process were as follows: (Total Possible Score of 100 Points)

- 20 Points: Technical and relevant experience of the company & key personnel
- 10 Points: Abidance to the CSP instructions & application is complete
- 20 Points: Approach to the Scope of Work
- 15 Points: References & previous contracting experiences
- 25 Points: Financial Stability & Business Litigation

The CSP was posted on the City's Website on January 13, 2017. The CSP was advertised on January 13, 2017 and January 24, 2017. A non-mandatory pre-submittal meeting was held on January 31, 2017 at 10:00 am at City Hall in the Council Chambers located at 7008 S.

Rice. The CSP was publically opened from all respondents on February 8, 2017 at 10:00 am. Four submissions were received and the complete submissions by all four vendors are attached.

The CSP committee was formed at the beginning of this process with the development of the CSP document. The four individuals assigned to this team performed independent reviews of all submissions. The committee consists of Charles Hawkins, Utilities Superintendent, Mark Longino, Chief Plant Operator, Jeremy Cochran, H2OMC, LLC. and Diane White, Assistant City Manager.

The attached matrix shows the scoring. Two vendors were not considered nor scored since they did not abide by the CSP instructions and application with regards to "must employ a master electrician".

It is state law that in order to be a licensed Electrical Contractor, the vendor must employ a master electrician. Neither vendor currently employs a master electrician, nor has the Electrical Contractor company licensing designation. However, 24/6 Technical Services and Southwest Utilities Underground met the CSP requirements and were scored as indicated on the attached CSP matrix. The review committee is recommending 24/6 Technical Services, LLC. (24/6) as the awardee of CSP 17-005. They received the highest overall score. The scores on the attached matrix are the average of the 4 committee members.

24/6 has been doing business with the City of Bellaire since July 2014. All references have been checked and verified with positive feedback.

The work that is necessary at our facilities from time to time, depending on the scope or incident, requires that the work be overseen by a Master Electrician. The City does not employ a Master Electrician. 24/6 has the required Master Electrician and Electrical Contractor designation. This designation is under License #29139 and has been verified on the Texas Department of Licensing and Regulation website. It is required under the State of Texas Electrical Safety and Licensing Act that a Master Electrician oversees the electrical work required by the City at its Water and Wastewater facilities.

The work will be performed based on the rates in the attached Standard Form of Agreement and in the Vendor Submission packet as needed. This process guarantees rates for business and non-business hours as well as emergency and non-emergency call outs. In addition, this will limit the amount of time required to get critical infrastructure back online.

It is estimated that this process will reduce overall expenditures by 20-30%. In addition, we will see costs reduced as we replace equipment over the next year at the wastewater treatment plant. As we look to the future, we are hopeful that the number of emergency call outs will be reduced as we replace critical infrastructure related to these locations.

Please note the CSP process allows us to discuss the proposal with submitters. 24/6 was contacted to extend their labor warranty from 60 days to 1 year and provide proof of auto-liability and workers compensation insurance. Both of which they complied with.

Over a year ago, the Assistant City Manager requested that the Public Works Department perform an internal audit of their purchasing process as it relates to call out services. The Public Works Director tasked this to our water and wastewater operations consultant, H2OMC, LLC. The task was to perform an audit over a 12-month period from September

2014 - February 2016.

Over this time period, 207 purchase orders were issued to 12 different vendors for a value of approximately \$240,000 as it relates to these services.

Previous Council Action Summary:

N/A

Fiscal Impact:

Charges for these services will be funded from the Enterprise Fund and are currently recurring expenses programmed over the next five years.

City Attorney Review:

Yes

Recommendation:

Approve Standard Form of Agreement and Ordinance as presented.

ATTACHMENTS:

- Ordinance for CSP - 17-005 (PDF)
- Standard Form of Agreement for CSP 17-005 (PDF)
- Exhibit A - 24 6 Submittal (PDF)
- CPS 17-005 Scoring Matrix for City Council (PDF)
- Bid Tabulation for CSP 17-005 (PDF)



ORDINANCE NO. 17-_____

AN ORDINANCE AUTHORIZING THE MAYOR AND THE CITY CLERK OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE AND ATTEST, RESPECTIVELY, FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, A STANDARD FORM OF AGREEMENT BY AND BETWEEN 24/6 TECHNICAL SERVICES, LLC. AND THE CITY OF BELLAIRE, TEXAS, FOR ON - CALL MECHANICAL AND ELECTRICAL SERVICES FOR WATER AND WASTEWATER FACILITIES, LOCATED AT:

WASTEWATER TREATMENT PLANT- 4401 EDITH STREET

LIFT STATIONS:

RICE LIFT STATION - 5019 ½ EVERGREEN

WENDELL LIFT STATION - 4403 WENDELL

BELLIARE LIFT STATION - 4640 BELLAIRE BLVD – ESPLANADE

WATER WELLS:

CENTRAL - 5104 JESSAMINE

FELD PARK- 6406 AVENUE B

RENWICK - 7625 RENWICK

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

THAT the Mayor and City Clerk of the City of Bellaire, Texas, are each hereby authorized to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement by and between 24/6 Technical Services, LLC., and the City of Bellaire, Texas, in a form as attached hereto and marked "Exhibit A," for On-Call Mechanical and Electrical Services for Water and Wastewater Facilities indicated above.

PASSED and APPROVED this 6th day of March, 2017.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: Ordinance for CSP - 17-005 (2146 : CSP for Oncall Services for Water and WWT Facilities)

STANDARD FORM OF AGREEMENT

STATE OF TEXAS §
 §
 COUNTY OF HARRIS §

This **AGREEMENT** is made and entered into this, the 6th day of March, 2017, by and between the **CITY OF BELLAIRE, TEXAS**, of the County of Harris and State of Texas, duly incorporated and existing under and by virtue of the Constitution and laws of the State of Texas, acting by and through the undersigned Mayor, as attested to by the City Clerk of the **CITY OF BELLAIRE, TEXAS**, thereunto duly authorized to do so, hereinafter referred to as "**CITY**," and **24/6 TECHNICAL SERVICES, LLC**, hereinafter called "**24/6**".

WHEREAS, the **CITY** is committed to ensure a fair and equitable procurement process and has completed a competitive sealed proposal procurement process as authorized by Texas Local Government Code, Chapter 271; and

WHEREAS, the **CITY** will receive On-Call Mechanical and Electrical Services for its Water and Wastewater Facilities in accordance with the specifications of the competitive sealed proposal;

WITNESSETH:

THAT for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the **CITY**, **24/6** hereby agrees with the **CITY** to commence and complete the project described as follows:

On-Call Mechanical and Electrical Services for Water and Wastewater facilities and shall furnish all labor, material, transportation, tools, supplies, equipment, and appurtenances, unless specifically expected, for the satisfactory completion of On-Call Mechanical and Electrical Services for Water and Wastewater Facilities. Services will be assigned on a project-by-project basis all as more specifically identified in the **SPECIFICATIONS** within the On-Call Mechanical and Electrical Services for Water and Wastewater Facilities Competitive Sealed Proposal 17-005 packet, attached hereto and made a part hereof as Exhibit "A".

and all in accordance with the conditions and costs stated in said **SPECIFICATIONS**, which with **24/6** submittal are made a part hereof and collectively evidence and constitute the entire **AGREEMENT**.

The **CITY** agrees to pay **24/6** for services received, upon receipt of a proper invoice prepared by **24/6** and within thirty (30) days after receipt and approval of same, in current funds for the performance of the **AGREEMENT** in accordance with the **SPECIFICATIONS**, based on hourly rates as submitted with on Vendor's Financial Proposal Form:

A.	Rate per hour service calls <i>during normal business hours</i> (8:00 AM to 5:00 PM, Monday-Friday)	
	Mechanic: <u>\$95.00</u>	Mechanic's Helper: <u>\$45.00</u>
	Journeyman Electrician: <u>\$95.00</u>	Apprentice Electrician: <u>\$45.00</u>
	PLC Technician: <u>\$95.00</u>	SCADA Technician: <u>\$95.00</u>
B.	Rate per hour service calls <i>outside normal business hours</i> (including weekends and holidays)	
	Mechanic: <u>\$125.00</u>	Mechanic's Helper: <u>\$90.00</u>
	Journeyman Electrician: <u>\$125.00</u>	Apprentice Electrician: <u>\$90.00</u>
	PLC Technician: <u>\$125.00</u>	SCADA Technician: <u>\$125.00</u>
C.	Percentage mark-up to the City of Bellaire above Vendor's cost for parts and materials. (Documentation of Vendor's cost will be required, when applicable)	
		<u>20</u> %
D.	State response time for service calls <i>during normal working hours</i> .	<u>1-2</u> Hrs.
	State response time for EMERGENCY service calls hours <i>during normal business hours</i> .	<u>1</u> Hrs.
	State response time for EMERGENCY service calls hours <i>outside normal business hours</i> .	<u>1</u> Hrs.

E.	<p>Vendor owns a crane truck for pump removal and install? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Vendor rate for crane truck owned: <u>\$85.00</u></p> <p>If Vendor does NOT own a crane truck, describe how one would be accessed for pump and motor work and what the rate would be:</p>
F.	<p>Maximum % increase per Renewal Year:</p> <p><u>0%</u></p>
F.	<p>Describe warranty information on work and service:</p> <p>1 year materials and labor</p> <p>*Note – On Feb 23, 2017 vendor was asked to modify the labor warranty from 60 to 1 Year. Vendor complied.</p>

This Agreement shall expire March 6, 2018, provided, however, that the term of this Agreement may be further extended for an additional four (4) years, one (1) year at a time, subject to availability of funds, work performance satisfaction, an annual price increase not to exceed 0% as stated in Vendor's submittal, and upon mutual agreement between the **CITY** and **24/6**.

IN WITNESS WHEREOF, the Mayor of the **CITY**, as attested to by the City Clerk of the **CITY**, hereunto, have executed this **AGREEMENT** in the year and date first above written, under the authority granted to them under the provisions of **Ordinance No. 17-____**, duly enacted by the City Council of the **CITY**.

CITY OF BELLAIRE, TEXAS

Andrew S. Friedberg
Mayor
City of Bellaire, Texas

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk
City of Bellaire, Texas

AGREED to and accepted by:

24/6 TECHNICAL SERVICES, LLC.

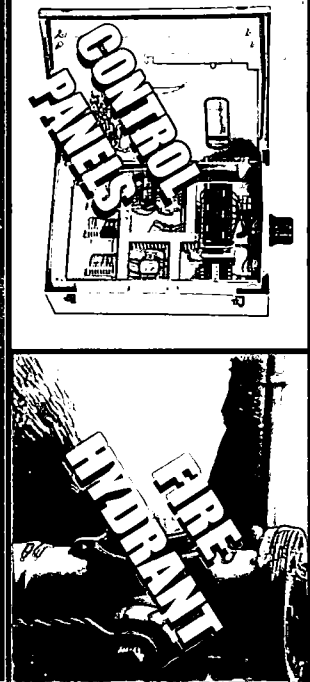
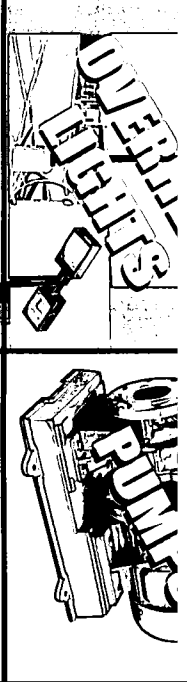
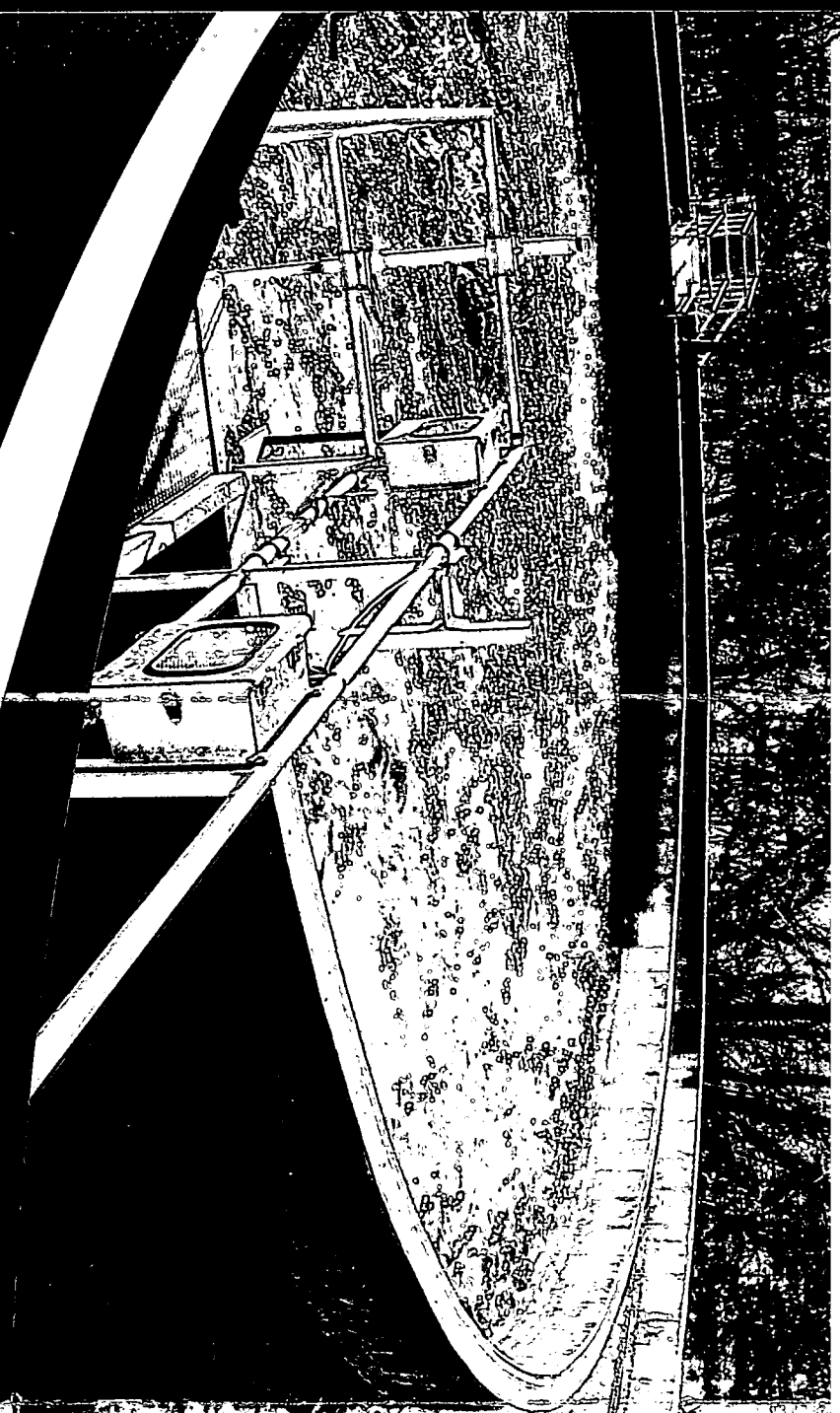
Ernest Strambler
24/6 Technical Services, LLC.

PROPOSAL RECEIVED

24/6 Technical Services

Proposal Disposition:

Original Maintained by Bellaire Finance Department (ACM)
Copy Maintained by Bellaire Finance Department (Purchasing)
Copy Maintained by Public Works Department (Utilities)
Copy Maintained by Consultant (H2OMC, LLC)
Electronic Copy Maintained by City Clerk



24/6 Technical Services

We Offer over 30 Years
of Experience In
Residential, Commercial
& Industrial Electrical
also in
Water and Wastewater Experience

24/6 Technical Services
Electrical Contractors
281-809-5836 • 281-989-5847
24-6TechnicalServices.net
TECL # 29139

Electrical Contractors
Water
Waste Water Controls

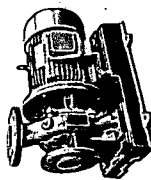
24/6 Services

Water & Waste Water

- Rotating Fine Screens
- Wastewater Treatment Plant
- Odor Control Systems
- Clarifiers and Digesters
- Security and Auto Dialer Systems
- Mechanical Bar Screens
- Diffused Aeration Equipment
 - Blowers - Centrifugal and Position Displacement

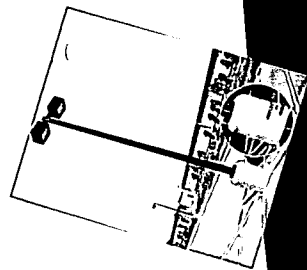
Stormwater Pump Stations

- Water Plants
- Well & Booster Pumps
- Grinders & Grit Removal System
- Sanitary Lift Station
 - Lift Station Rehabs
 - Float Controls
 - Submersible & Centrifugal
 - PSI & Ultra Sonic Transducer
 - Level & Pneumatic Controls
- Conveyors
- Level & Pressure Controls
- Belt Press Systems



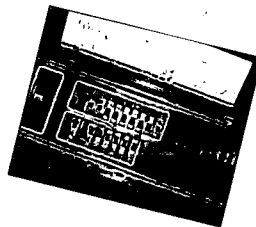
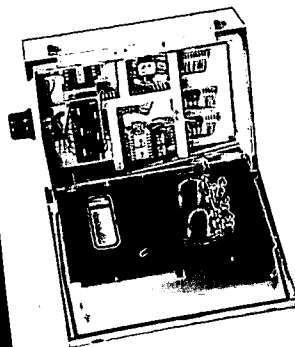
Maintenance & Service

- Exterior Interior Lights
- Infrared Detection
- Maintenance Contracts
- Publicshooting
- Preventative Maintenance
- Overhead Lights



Electrical Wiring & Installation Services

- Temperature
- Emergency Generators & Automatic Transfer Switches
- Instrumentation
 - Pressure Transmitters
 - Flow Meters
 - Vibration
- Level & Pressure Controls
- Lights & Controls
- Specialized Motor Control Equipment
 - MCC
 - VFD
 - Soft Stars



- Lift Station Rehabs
- Guide Rail Systems
- Control Panels
- Check & Isolation Valves
- Piping

Power Distribution Services

- Power & Control Wiring
- Emergency Generations
- UPS Systems
- Medium Voltage (< 35kV>)
- Medium Voltage Cable
- Terminations
- Switchgears & Substations
- Under ground Installation
- 4MA to 480v & Below
- DCS & PLC Instrumentation
- Conduit & Cable Tray
- Transformers
- Raceways
- Breaker Panels



Mechanical Services & Preventative Maintenance

- Generators
- LS Inspections
- Vibration & Alignment Testing
- Fire Hydrants
- Gear Box
- Fab & Welding
- Plant Inspection





CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

VENDOR'S CHECKLIST

Company Name: _____

Please indicate you have completed the following documentation; and submit them in the following order.

ITEM DESCRIPTION

- ☒ Vendor's Checklist
- ☒ Vendor's Information Form
- ☒ Vendor's Financial Proposal Form
- ☒ Vendor's Reference Form
- ☒ Execution of Proposal Form
- ☒ Proposer's Certification and Non-Collusion Affidavit
- ☒ Proof of Insurance
- ☒ Completed W-9
- ☒ Copy of Valid Business License
- ☒ Copy of Any Certifications Requested within CSP (TX Commercial Electrical License)
- ☒ Conflict of Interest Questionnaire
- ☐ Additional Information from Vendor (Optional – Not Required)



<p>_____ Authorized Signature ERNEST STRAMALE Print Name</p>	<p>_____ <i>Manager</i> Title 2/06/2017 Date</p>
---	---

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL



CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

VENDOR'S INFORMATION FORM

1. Legal Business Name: 24/6 TECHNICAL SERVICES LLC
2. Street Address: 11874 FAIRPOINT DR.
3. City, State & Zip: HOUSTON, TEXAS 77099
4. Type of Business: ELECTRICAL LLC State of Registration: TEXAS
(Association, Corporation, LLC, etc.)
5. Name & Title of Authorized Signer: ERNEST STRAMBLER MANAGER
6. Primary Contact: ERNEST STRAMBLER
7. Phone: 281-989-5847 Fax: 713-474-5921
8. Email: ESSTRAM@AOL.COM ESSTRAM@24-6technicalservices.org
9. Company Website: 24-6TechnicalServices.net
10. Has your company ever been debarred from doing business with any federal, state, or local agency?
 Yes _____ No X If YES, please state the agency name, dates, and reason for debarment.

ATTACH A COPY OF BUSINESS LICENSE AND A COMPLETED W-9 FORM

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL



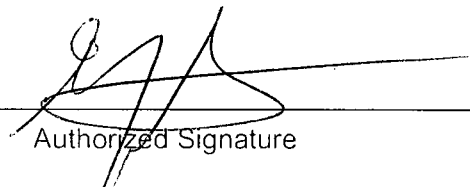
CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

VENDOR'S FINANCIAL PROPOSAL FORM

Company Name: 24/6 TECHNICAL SERVICES LLC

A.	<p align="center">Rate per hour service calls <i>during normal business hours</i> (8:00 AM to 5:00 PM, Monday-Friday)</p> <table> <tr> <td>Mechanic: \$ <u>95.00</u></td> <td>Mechanic's Helper: \$ <u>45.00</u></td> </tr> <tr> <td>Journeyman Electrician: \$ <u>95.00</u></td> <td>Apprentice Electrician: \$ <u>45.00</u></td> </tr> <tr> <td>PLC Technician: \$ <u>95.00</u></td> <td>SCADA Technician: \$ <u>95.00</u></td> </tr> </table>	Mechanic: \$ <u>95.00</u>	Mechanic's Helper: \$ <u>45.00</u>	Journeyman Electrician: \$ <u>95.00</u>	Apprentice Electrician: \$ <u>45.00</u>	PLC Technician: \$ <u>95.00</u>	SCADA Technician: \$ <u>95.00</u>
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B.	<p align="center">Rate per hour service calls <i>outside normal business hours</i> (including weekends and holidays)</p> <table> <tr> <td>Mechanic: \$ <u>125.00</u></td> <td>Mechanic's Helper: \$ <u>90.00</u></td> </tr> <tr> <td>Journeyman Electrician: \$ <u>125.00</u></td> <td>Apprentice Electrician: \$ <u>90.00</u></td> </tr> <tr> <td>PLC Technician: \$ <u>125.00</u></td> <td>SCADA Technician: \$ <u>125.00</u></td> </tr> </table>	Mechanic: \$ <u>125.00</u>	Mechanic's Helper: \$ <u>90.00</u>	Journeyman Electrician: \$ <u>125.00</u>	Apprentice Electrician: \$ <u>90.00</u>	PLC Technician: \$ <u>125.00</u>	SCADA Technician: \$ <u>125.00</u>
Mechanic: \$ <u>125.00</u>	Mechanic's Helper: \$ <u>90.00</u>						
Journeyman Electrician: \$ <u>125.00</u>	Apprentice Electrician: \$ <u>90.00</u>						
PLC Technician: \$ <u>125.00</u>	SCADA Technician: \$ <u>125.00</u>						
C.	<p>Percentage mark-up to the City of Bellaire above Vendor's cost for parts and materials. (Documentation of Vendor's cost will be required, when applicable)</p> <p align="right"><u>20 %</u></p>						
D.	<p>State response time for service calls <i>during normal working hours</i>. <u>1-2</u> Hrs.</p> <p>State response time for EMERGENCY service calls hours <i>during normal business hours</i>. <u>1</u> Hrs.</p> <p>State response time for EMERGENCY service calls hours <i>outside normal business hours</i>. <u>1</u> Hrs.</p>						

E.	<p>Vendor owns a crane truck for pump removal and install? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Vendor rate for crane truck owned: \$ 85.00 per hr</p> <p>If Vendor does NOT own a crane truck, describe how one would be accessed for pump and motor work and what the rate would be:</p>
F.	<p>Maximum % Increase per Renewal Year: 0 %</p>
G.	<p>Describe warranty information on work and service:</p> <p>1 year warranty on Pumps & Motors New & REPAIR</p> <p>60 day labor warranty</p> <p>ELECTRONIC Devices & Components</p> <p>Depending on Merchandise & Vendor of it</p>


 Authorized Signature
 ERNEST STRAMBLER
 Print Name

Manager of Operations
 Title
 2/06/17
 Date

THIS PAGE AND THE PREVIOUS ONE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL



CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

VENDOR'S REFERENCE FORM

All references must be from customers for whom your company has completed work similar to the specifications of this bid. Attach additional page if necessary.

References for: 24/6 TECHNICAL SERVICES LLC
 (Company Name)

1. Company SEVERN TRENT SERVICES
 Street Address 2002 W. GRAND PKWY N #100
 City, State & Zip KATY, TEXAS 77449
 Contact Person Name & Title _____
 Phone 281-917-9262 FAX _____ Email Greg. Paudhomme
 Describe Scope of Work and dates of project/service: @ STSERVICES.COM
Install plug valves & underground sewer line 10/28/16
Install floats @ sewer plants to shut off controls & call alarm system
during high level 11/2016 Install, plumbed, wired Air compressor @
w/w 11/26/17
2. Company USW
 Street Address 11210 Steeplecrest Dr. #360
 City, State & Zip HOUSTON, TEXAS 77065
 Contact Person Name & Title COREY BOSTICK GENERAL MANAGER
 Phone 281-509-2865 FAX 832-756-2148 Email CBOSTICK@USWATERWORK
 Describe Scope of Work and dates of project/service: Pulled Lift pumps 2/3/17
Pulled Blower 2/1/17 Replaced limit switches on Bar Screen 1/23/16
T/S PLC 1/16/16 T/S Pole Lights 1/16/16
Replumb non potable water pumps & replace pumps 1/17/17
3. Company (City of Bellair) Prairie View
 Street Address 100 University Dr.
 City, State & Zip Prairie View, Texas 77446
 Contact Person Name & Title Will JORDAN Project Manager
 Phone 832-654-0098 FAX _____ Email WJordan@pva.com
 Describe Scope of Work and dates of project/service: Replaced VFD for Sludge
Pump #3 - 1/16/17 Pulled L/P's 1, 2, 3, & 4 & deragged 2/3/17
pulled Well Motor & reinstalled 12/16 Replaced Phase Monitor &
Check Valve

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL



CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

EXECUTION OF PROPOSAL

DATE: February 6, 2017

The potential Contractor certifies the following by placing an "X" in all blank spaces:

- X That this proposal was signed by an authorized representative of the firm.
- X That the potential Contractor has determined the cost and availability of all materials and supplies associated with performing the services outlined herein.
- X That all labor costs associated with this project have been determined, including all direct and indirect costs.
- X That the potential Contractor agrees to the conditions as set forth in this Competitive Sealed Proposals with no exceptions.

Therefore, in compliance with the foregoing Competitive Sealed Proposals, and subject to all terms and conditions thereof, the undersigned offers and agrees, if this proposal is accepted within ninety (90) days from the date of the opening, to furnish the services for the prices quoted within the timeframe required.

24/6 Technical Services LLC

Business Name

[Signature]
Authorized Signature

2/06/2017
Date

Ernest Strambler, Manager of Operations

Typed Name & Title

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL



CSP No. 17-005
ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR
WATER AND WASTEWATER FACILITIES

**PROPOSER'S CERTIFICATION AND STATEMENT OF NON-COLLUSION
AFFADAVIT**

I ERNEST STRAMBER certify that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of state and Federal law and can result in fines, prison sentences and civil damages awards.

I certify that this proposal has been prepared independently and the price submitted will not be disclosed to another person.

I certify that there has been no contact or communication by the proposer or the proposer's associates with any City staff, or elected officials since the date this **CSP No. 17-005 ON-CALL MECHANICAL AND ELECTRICAL SERVICES FOR WATER AND WASTEWATER FACILITIES** was issued except: 1) through the Finance Department or 2) as provided by existing work agreement(s).

The City of Bellaire reserves the right to reject the proposal submitted by any proposer violating this provision.

I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal.

COMPANY NAME: 24/6 TECHNICAL SERVICES LLC

[Signature]
Authorized Representative (Signature)

2/06/2017
Date

MANAGER OF OPERATIONS
Authorized Representative/Title
(Print or Type)

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL



CERTIFICATE OF LIABILITY INSURANCE

2.E.2.c

DATE (MM/DD/YYYY)

02/06/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Joya Insurance Agency 13655 Bissonnet st suite 203 Houston, Texas 77083		CONTACT NAME: PHONE (A/C, No, Ext): 281-983-5692 FAX (A/C, No): 281-670-9892 E-MAIL ADDRESS: joyabissonnet@gmail.com		
INSURED 24/6 TECHNICAL SERVICES Mr Ernest Strambler 7338 Tetela Houston TX 77083		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Nautilus Insurance Company		
		INSURER B :		
		INSURER C :		
		INSURER D :		
		INSURER E :		
INSURER F :				

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
X	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			TBI-NUA00423-6789	08/05/2016	08/5/2017	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> OCCUR							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Bellaire is added as an additional Insured on this policy.
Electrical work interior and exterior, electrical trouble shooting and repairs.

CERTIFICATE HOLDER

CITY OF BELLAIRE 7008 S. Rice Avenue Bellaire, TX 77401

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE Richard Bakre

STATE OF TEXAS
24/6 TECHNICAL SERVICES

ELECTRICAL CONTRACTOR



LICENSE NUMBER 29139
EXPIRES 08/21/2017

TEXAS DEPARTMENT OF LICENSING AND REGULATION

STATE OF TEXAS
ERNEST J STRAMBLER

JOURNEYMAN ELECTRICIAN



LICENSE NUMBER 49304
EXPIRES 09/07/2017

TEXAS DEPARTMENT OF LICENSING AND REGULATION

STATE OF TEXAS
PETER W CRISMAN SR

JOURNEYMAN ELECTRICIAN



LICENSE NUMBER 36866
EXPIRES 09/22/2016

TEXAS DEPARTMENT OF LICENSING AND REGULATION

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

July 2015 to November 2015

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. ERNEST STRAMBLER	
2 Business name/disregarded entity name, if different from above 24/6 TECHNICAL SERVICES LLC	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) P O BOX 721854	Requester's name and address (optional)
6 City, state, and ZIP code HOUSTON, TEXAS 77272	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

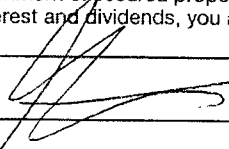
Social security number	
or	
Employer identification number	
46-3261846	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶  Date ▶ 2/06/2017

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ**

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☒ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☒ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

24/6 TECHNICAL SERVICES



CITY OF BELLAIRE BELLAIRE, TEXAS

7008 SOUTH RICE AVENUE
BELLAIRE, TX 77401-4495

LICENSE YEAR:	2016
LICENSE NUMBER:	05837
EXPIRATION DATE:	December 31, 2016
LICENSE FEE:	\$ 115.00
ISSUED TO:	24/6 TECHNICAL SERVICES

MASTER ELECTRICIAN REGISTRATIO	\$ 85.00
EL MASTER ISSUING FEE	\$ 30.00

THIS LICENSE MUST BE POSTED AND IS NON-TRANSFERABLE

CK#2237

3.25.16

Attachment: Exhibit A - 24 6 Submittal (2146 : CSP for Oncall Services for Water and WWT Facilities)

Texas Historically Underutilized Business (HUB) Certificate

Certificate/VID Number:	1463261846900
File/Vendor Number:	482631
Approval Date:	14-OCT-2013
Scheduled Expiration Date:	14-OCT-2017

The Texas Comptroller of Public Accounts (CPA), hereby certifies that

24/6 TECHNICAL SERVICES

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate printed 25-OCT-2013, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day-to-day management, operational control, business location) provided in the submission of the business' application for registration/certification as a HUB, you must immediately (within 30 days of such changes) notify the HUB Program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility.

Paul A. Gibson

*Paul Gibson, Statewide HUB Program Manager
Texas Procurement and Support Services*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies and universities are encouraged to validate HUB certification prior to issuing a notice of award by accessing the Internet (<http://www.window.state.tx.us/procurement/cmbi/cmbihub.html>) or by contacting the HUB Program at 1-888-863-5881 or 512- 463-5872.

Rev. 09/12

Evaluation Process Section G of Proposal for On-Call Mechanical and Electrical Services for Water and Wastewater Facilities - CSP N0: 17-005							
FOR CITY COUNCIL CONSIDERATION ON MARCH 6, 2017 PACKET ITEM							
Categories	Technical and relevant experience of the company & key personnel	Abidance to the CSP instructions & application is complete	Approach to the Scope of Work	References & previous contracting experiences	Financial Stability & Business Litigation	Financial Proposal	Total Points
Maximum Point Value	20	10	20	15	10	25	100
CSP Respondents							
24/6 Technical Services	17	8.75	17	15	8.75	18.75	85.25
Southwest Utilities & Underground	16.25	8.5	17	12.5	8.75	12.5	75.5
Coastal Pump Services, Inc	NOT SCORED DID NOT MEET MIN REQUIREMENT OF CSP- ON STAFF MASTER ELECTRCIAN						0
Pro-Tech Group	NOT SCORED DID NOT MEET MIN REQUIREMENT OF CSP- ON STAFF MASTER ELECTRCIAN						0
Average scores of review committee - Review committee members performed independent review. Review committee consisted of Charles Hawkins, Utilities Superintendent, Mark Longino, Chief Plant Operator, Jeremy Cochran, H2OMC.LLC and Diane White, Assistant City Manager							

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 03/06/17 06:00 PM
Department: City Manager's Office
Category: Discussion
Department Head: Paul A. Hofmann
DOC ID: 2209

**SCHEDULED
INFORMATION ITEM (ID
2209)****Item Title:**

Discussion and possible action regarding compensation paid to the Judges, Prosecutor, and Deputy Prosecutors of the Municipal Court of the City of Bellaire, Texas - Submitted by Roman F. Reed, Mayor Pro Tem.

Background/Summary:

On February 20, 2017, Mayor Pro Tem Roman F. Reed requested an item on the March 6th agenda to review the compensation paid to the Judges, Prosecutor, and Deputy Prosecutors of the Municipal Court of the City of Bellaire, Texas. The purpose of the request is to have an open discussion to determine and vote on whether an adjustment to increase compensation should be made immediately.

The last compensation adjustment was made on April 1, 2013 (Ordinance No. 13-022), as follows:

Position	Monthly Stipend	Docket
Presiding Judge	\$625.00	\$200.00 (per docket)
Associate Judge	\$625.00	\$200.00 (per docket)
Prosecutor	\$450.00	\$200.00 (per docket)
Deputy Prosecutor (2)	N/A	\$200.00 (per docket)

In Mayor Pro Tem Reed's opinion, the 2013 adjustment was minor and did not reflect the high quality and standards of Bellaire or provide an incentive to attract future individuals to serve in our Municipal Court.

Mayor Pro Tem Reed has suggested an increase in the monthly stipend of the Presiding Judge and Alternate Judge to \$1,000.00 and \$350.00 per docket; an increase in the monthly stipend of the Prosecutor to \$750.00 and \$350.00 per docket; and an increase to \$350.00 per docket for the Deputy Prosecutors.

Previous Council Action Summary:

Prior to April 1, 2013, the Judges, Prosecutor, and Deputy Prosecutors in the Municipal Court received an increase in their compensation on December 1, 2006 (Ordinance No. 06-093), as follows:

Position	Monthly Stipend	Docket
Presiding Judge	\$578.00	\$189.00 (per docket)
Associate Judge	\$578.00	\$189.00 (per docket)
Prosecutor	\$347.00	\$189.00 (per docket)
Deputy Prosecutor (2)	N/A	\$189.00 (per docket)

Fiscal Impact:

Minor, if any.

City Attorney Review:

N/A

Recommendation:

Mayor Pro Tem Reed recommends favorable City Council consideration for an increase in the compensation paid to the Judges, Prosecutor, and Deputy Prosecutors of the Municipal Court of the City of Bellaire, Texas.