

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

FEBRUARY 5, 2018

Council Chamber

Regular Session

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401



Mayor

Andrew S. Friedberg

Council Member

Neil Verma

Mayor Pro Tem

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 (ANNUAL STATE OF THE CITY MEETING) - 7:00 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.

E. Personal/Audience Comments.

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.]

F. Reports and Presentations:

1. Annual Board and Commission Reports:

a. Boards and Commissions Governed by State Law:

- i. Annual Report of the Board of Adjustment of the City of Bellaire, Texas - Presented by Samir Sinha, Board Chair.
- ii. Annual Report of the Building and Standards Commission of the City of Bellaire, Texas - Presented by Laura Thurmond, Commission Chair.
- iii. Annual Report of the Planning and Zoning Commission of the City of Bellaire, Texas - Presented by Dirk Stiggins, Commission Chair.

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

- i. Annual Report of the Cultural Arts Board of the City of Bellaire, Texas - Presented by Terry Leavitt-Chavez, Board Chair.
- ii. Annual Report of the Environmental and Sustainability Board of the City of Bellaire, Texas - Presented by Jonathan Palmer, Board Chair.
- iii. Annual Report of the L.I.F.E. Advisory Board of the City of Bellaire, Texas - Presented by Trish Parrack, Board Chair.
- iv. Annual Report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas - Presented by Sharon Veldman, Board Chair.

2. Annual State of the City Address:

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

G. 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, Section 551.0415.

H. Adjourn.

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2454

**SCHEDULED
INFORMATION ITEM (ID
2454)**

Item Title:

Annual Report of the Board of Adjustment of the City of Bellaire, Texas - Presented by Samir Sinha, Board Chair.

Background/Summary:

Samir Sinha, Board Chair, will present the annual report of the Board of Adjustment of the City of Bellaire, Texas ("BOA"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the BOA from **January 2017 to June 2017** (listed in alphabetical order):

Jill Almaguer, Board Vice Chair
James P. Avioli, Sr., Board Chair
Debbie Karakowsky
Jed Mandel
Amar Raval
Samir Sinha
William E. (Bill) Stone, III

The following members served on the BOA from **July 2017 to December 2017** (listed in alphabetical order):

Jill Almaguer (July to November), Board Chair
James P. Avioli, Sr.
Debbie Karakowsky
Jed Mandel
L. Timothy McKone
Bharat Raval
Samir Sinha, Board Vice Chair

Gus E. Pappas, Council Member, served as Council Liaison to the BOA during 2017. Staff Liaisons included ChaVonne Sampson, Interim Director of Development Services, and Ashley Parcus, Senior Administrative Assistant to the Interim Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

Information Item (ID # 2454)

Meeting of February 5, 2018

N/A

Recommendation:

N/A

ATTACHMENTS:

- 2017 Annual Report - BOA (PDF)



CITY OF

Bellaire

7008 S. Rice Ave. • Bellaire, TX 77401 • 713-662-8222 • Fax: 713-662-8233

January 18, 2018

Honorable Mayor Friedberg and City Council
City of Bellaire
7008 S. Rice Avenue
Bellaire, TX 77401

Submitted herewith is the annual report from the Board of Adjustment for the year 2017.

The Board of Adjustment (Board) is authorized by Texas Local Government Code Chapter 211 and is responsible for considering applications for variances or special exceptions to Chapter 24 of the Code of Ordinances of the City of Bellaire. Landowners or their agents apply to the Building Official of the Department of Community Development. Formal dockets, which must be legally advertised, are scheduled for the Board. Meetings are held to hear testimony on the application. The Board, appointed by the Bellaire City Council, consists of seven members who are citizens of the United States and residents of Bellaire for at least one year. Currently, there are only six members serving on the Board, as the Board's Chairman, Jill Almaguer, retired mid-term. The current Board Members are James P. Avioli, Sr., Debbie Karakowsky, Jed Mandel, Bharat Raval, Timothy McKone, and Samir Sinha. Board members serve staggered terms of two years each, with a maximum of three consecutive terms. The Board selects its own Chair and Vice Chair for a term of one year. Presently, Samir Sinha serves as the Board's Vice Chairman. The Board meets on the third Thursday of each month beginning at 7:00 p.m. in the Council Chamber of City Hall. A meeting is cancelled if there is no business to attend to for that month. Special meetings may be called as necessary following all the required procedures.

A quorum of at least six members is required to hear a case. The Board of Adjustment may authorize in specific cases, a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so the spirit of the ordinance is observed and substantial justice is done.

We believe the Board is serving the purpose for which it was created, and that there is no other body that would better serve the function of the Board. It provides an avenue for residents who have a particular situation to appeal to the Board for relief when they believe the zoning ordinances, if enforced, would create a hardship for them. The Board, a quasi-judiciary body, determines the outcome of all applications, which may only be appealed to a Harris County District Court.

During calendar year 2017, the Board held four (4) meetings, which included the following public hearings:

Docket # BOA-2017-01-A public hearing was held in January on an application for a variance by Omar Izfar, owner of the property at 6910 Newcastle. This application was to allow for the construction of a structure thirty (30) feet from the front property line, in lieu of the fifty (50) required by City Code. The property was located within the R-1 Zoning District. The application was approved, but with the condition that the front setback at 6910 Newcastle must match the more restrictive of the front setbacks of the two (2) existing neighboring properties if one (1) of the two (2) neighboring front setbacks is thirty (30) feet or greater, or thirty (30) feet if both of the front setbacks of the two (2) existing neighboring properties are less than thirty (30) feet.

Docket BOA-2017-02-A public hearing was held in June on an application filed by Steven Gee, Project Manager, Houston Independent School District, for a Variance from Chapter 24, Planning and Zoning, Section 24-525 B. (1) d. of the City of Bellaire Code of Ordinances, to allow for a maximum building height of 60 feet on a portion of the main building centrally located within the campus, in lieu of the current allowable building height of 45 feet for the proposed construction plan for Bellaire High School. The application was approved with the condition that the variance in building height shall only be applied to the Learning Center, with a maximum of 60 feet, and the Fly Loft, with a maximum of 50 feet, to be located within the boundaries as shown on "Exhibit A", which was provided by the Board.

Docket BOA-2017-03-A second public hearing was held in June, also on an application filed by Steven Gee, Project Manager, Houston Independent School District, for a Variance from Chapter 24, Planning and Zoning, Section 24-525 B. (1) g. of the City of Bellaire Code of Ordinances, to allow for a maximum lot coverage of 80% rather than the 50% currently allowed by code for the proposed construction plan for Bellaire High School. The application was approved for a maximum lot coverage of 67%, rather than the 80% requested. There was also a condition put on the approval that the capacity for the detention system installed on the property be increased to 5% over the required drainage.

Docket BOA-2017-04-A public hearing was held in November on an application filed by Michael Adams of Michael Homes Southwest, LP, owner of the property at 5213 Locust Street, for a Special Exception to allow for the construction of a 10 foot fence along the south property line, with a gradual slope from a 10 foot fence to an 8 foot fence at the southern portions of the east and west property lines, in lieu of the 8 foot allowance as determined by Chapter 24, Section 512 A. of the City of Bellaire Code of Ordinances. The property is located in the R-4 Zoning District. The application was granted, with no conditions.

Additionally, due to the fact that there have been multiple requests for an increase in fence height, the Board would like to recommend that the Planning and Zoning Commission consider re-evaluating the regulations on fence height throughout the City, for residential properties that abut commercial districts.

In order to increase knowledge of the Board to more effectively carry out their duties, two training sessions were held in during 2017.

The following members retired from the Board during 2017:

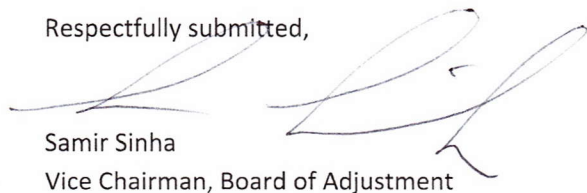
Amar Raval
William Stone
Jill Almaguer

The following members were sworn in during 2017:

Timothy McKone
Bharat Raval

The Board greatly appreciates the City staff for their support throughout the year. Of particular note, we recognize Ashley Parcus for her attention to detail in helping to administer and prepare for each meeting, ChaVonne Sampson for her thorough understanding and explanation of the City codes, Alan and Zachary Petrov for their wise counsel on process and procedure, and Gus Pappas for serving as a trusted liaison to the City Council.

Respectfully submitted,



Samir Sinha
Vice Chairman, Board of Adjustment

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2455

**SCHEDULED
INFORMATION ITEM (ID
2455)**

Item Title:

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

Background/Summary:

Laura Thurmond, Commission Chair, will present the annual report of the Building and Standards Commission of the City of Bellaire, Texas ("BSC"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the BSC from **January 2017 to June 2017** (listed in alphabetical order):

Michael C. Baker
Charles Formica
Lee Hampton
Paul Katz
Burt Martin
Danny Spencer, Commission Vice Chair
Laura Thurmond, Commission Chair

The following members served on the BSC from **July 2017 to December 2017** (listed in alphabetical order):

Dan R. Collins
Charles Formica
Lee Hampton
Paul Katz
Danny Spencer, Commission Vice Chair
Christina Stone
Laura Thurmond, Commission Chair

David R. Montague, Council Member, served as Council Liaison to the BSC during 2017. Staff Liaisons included ChaVonne, Interim Director of Development Services; William Davidson, Building Official; and Ashley Parcus, Senior Administrative Assistant to the Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- BSC Annual Report 2017 (PDF)



CITY OF

Bellaire

7008 S. Rice Ave. • Bellaire, TX 77401 • 713-662-8222 • Fax: 713-662-8233

February 5, 2018

Honorable Mayor and City Council
 City of Bellaire
 7008 South Rice Avenue
 Bellaire, TX 77401

Mayor and City Council:

In 2017 the Building & Standards Commission met at 7 Regular Meetings, 1 Workshop Sessions and 2 Training Sessions. In addition to serving the statutorily mandated purpose for which it was created, the Commission has continued to serve in an advisory role to City Council and provide public education on issues pertaining to building codes as outlined in the City Ordinance. During 2017 the Commission did not hear any complaints regarding substandard structures.

At the end of the year the Commission consisted of:

Laura Thurmond – Chair
 Danny Spencer – Vice Chair
 Christina Stone
 Paul Katz
 Dan Collins
 Charles Formica
 Lee Hampton

Ashley Parcus ably served as the Commission Secretary and David Montague was our City Council liaison.

The Commission considered and acted on the following issues:

1. Public Hearings
 - a. The Commission held no public hearing during 2017.
2. Variances
 - a. The Commission did not receive any variance requests during 2017.

3. Ordinances

- a. The Commission voted to amend the City Ordinance Chapter 9 Building to include a definition for “base flood elevation” as recommended by the City’s Development Services Manager.
- b. The Commission received a recommendation from the Environmental and Sustainability Board to make changes to the City’s current tree ordinance. The Commission advised the ESB board to work with staff to refine their list of undesirable trees to be prohibited.
- c. In 2016 the Commission passed ordinances defining the regulations for Storm Water Prevention and Protection Plans (SWPPP) and in 2017 we sent a letter to the City Manager addressing several job sites around the City that were observed to be non-compliant in regard to SWPPP requirements. SWPPP was also included as a topic of discussion at the Bellaire Builder’s Informational Breakfast that took place in April.
- d. Sidewalks was an ongoing topic throughout 2017 specifically the appropriate width of new sidewalks. During 2017 the City Manager issued a directive to City departments to set the standard minimum width for sidewalks at 5 feet. The Commission feels that 5 feet is not appropriate for all situations and subsequently sent a letter to City Council recommending that the directive be revoked until the topic could be further analyzed.

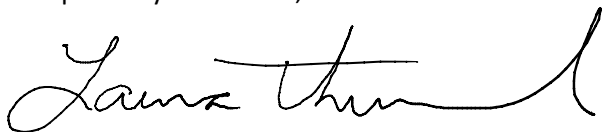
4. Educating the public about issues pertaining to the city’s building codes

- a. With the impact of Harvey flooding on the City of Bellaire we heard from the City’s Interim Development Services Manager, Ms Sampson, on several occasions.
 - i. More than 1,900 homes were flooded during Harvey.
 - ii. As of our October meeting 17 homes are declared substantially damaged.
 - iii. Ms. Sampson reviewed with the Commission the steps involved with inspecting flood damaged homes during the permitting process, the factors involved in declaring a house substantially damaged and the role that the commission plays when a residence is deemed substandard.

5. Other Business

- a. In June the Commission thanked Mike Baker for 7 years of service to the Commission.
- b. In July members of the Building and Standards Commission attended a training session hosted by City Officials, which addressed the roles and responsibilities of the various City Boards and Commissions.
- c. In August the Commission welcomed two new commissioners: Christina Stone and Dan Collins.
- d. In November the Commission received training from the City Attorney regarding the Commission’s role in deeming houses substandard.
- e. The Commission prepared and submitted the 2016 Annual Report to City Council.

Respectfully Submitted,



Laura Thurmond, Chair
Building & Standards Commission

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2456

**SCHEDULED
INFORMATION ITEM (ID
2456)**

Item Title:

Annual Report of the Planning and Zoning Commission of the City of Bellaire, Texas - Presented by Dirk Stiggins, Commission Chair.

Background/Summary:

Dirk Stiggins, Commission Chair, will present the annual report of the Planning and Zoning Commission of the City of Bellaire, Texas ("PZC"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the PZC from **January 2017 to June 2017** (listed in alphabetical order):

Michael D. Axelrad
Winfred C. Frazier, Commission Chair
Jonathan Saikin
Lynne Skinner
Marc Steinberg
Dirk Stiggins, Commission Vice Chair
Bill Thorogood

The following members served on the PZC from **July 2017 to December 2017** (listed in alphabetical order):

Michael D. Axelrad
Ross Gordon
Jonathan Saikin
Lynne Skinner
Marc Steinberg, Commission Vice Chair
Dirk Stiggins, Commission Chair
Weldon Taylor

Trisha S. Pollard, Council Member, served as Council Liaison to the PZC during 2017. Staff Liaisons included ChaVonne Sampson, Interim Director of Development Services, and Ashley Parcus, Senior Administrative Assistant to the Interim Director of Development Services.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- 2017 Annual Report (PDF)



CITY OF

Bellaire

7008 S. Rice Ave. • Bellaire, TX 77401 • 713-662-8222 • Fax: 713-662-8233

February 5, 2018

Honorable Mayor and City Council
 City of Bellaire, Texas
 7008 South Rice Avenue
 Bellaire, Texas 77401

Re: 2017 Planning & Zoning Commission Annual Report

Mayor Friedberg and City Council:

The Planning and Zoning Commission of the City of Bellaire, Texas (The Commission) is an advisory body to the City Council regarding Zoning and subdivision regulations. The Commission is also responsible for the review and approval/rejection of Plats and for making recommendations to the City Council regarding plans for the physical development of the City of Bellaire.

The existence of The Commission is governed by state and local laws. These include, but are limited to:

- Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties and Certain Other Governments.
- Texas Local Government Code, Chapter 211, Municipal Zoning Authority.
- Texas Local Government Code, Chapter 212, Municipal Regulation of Subdivisions and Property Development.
- Texas Government Code, Chapter 551, Open Meetings Law.
- Texas Government Code, Chapter 552 Open Meetings Law.
- Bellaire Code of Ordinances, Chapter 2, Article VI, Code of Ethics.
- Bellaire Code of Ordinances, Chapter 2, Article VII, Boards, Commissions and Committees.
- Bellaire Code of Ordinances, Chapter 23.5, Land Subdivision Regulations.
- Bellaire Code of Ordinances, Chapter 24, Planning and Zoning.

Actions taken by The Commission in its advisory role are in the form of recommendations to the City Council. Such actions include, but are not limited to:

- Responding to requests from the City Council, the staff Liaison, or City Manager.
- Reviewing The Comprehensive Plan and reporting on such review to the City Council.
- Recommending amendments to the Code of Ordinances concerning matters involving land use regulations and the future growth and regulation of the City of Bellaire.

- Considering applications brought before The Commission for planned developments, specific uses, permitted uses, or other amendments to zoning regulations or the official zoning district map as provided by the Code of Ordinances.
- Annually reporting to the City Council the Commission's needs, accomplishments, and recommendations.

The Commission performed in this capacity during the calendar year 2017 and will continue to serve the stated purpose for which it was created in the current year 2018.

Within the calendar year 2017, The Commission fulfilled its duties through the performance of the following tasks:

- Conducted ten (10) Regular Sessions, which included six (6) Public Hearings
- Conducted two (2) Workshop Sessions
- Conducted two (2) Training Sessions
- Reviewed and acted upon three (3) Specific Use Permits (Prestige Automotive, Bellaire High School and Gordon Elementary School)
- Reviewed and acted upon two (2) Re-zoning Requests (4301 Bellaire Blvd, 5217 & 5221 Palmetto)
- Reviewed and made recommendations to the 2018-2022 Capital Improvement Plan
- Reviewed and made recommendations for an Amendment to the Comprehensive Plan and Future Land Use Map for TRPD (now the North Bellaire Special Development Area)
- Reviewed and made recommendations for two (2) Code Amendments to Chapter 24 (Pawn Shops, head shops and SOBS, reduction in minimum site area for PD within the R-5 Zoning District)
- Began review of priorities for 2018 (Bellaire Boulevard Estate Overlay District, Parking Garages in commercial areas that abut residential areas, Beautification Master Plan, and any support to the Flood Mitigation Report)

It is through these actions that The Commission also fulfills its duty to serve the Bellaire Community. The Commission's advisory and administrative duties were performed while keeping in mind The Commission's role to serve the needs of the Bellaire community as a whole and as guided by The Comprehensive Plan adopted in 2009. The Commission will continue to serve the community through further implementation of The Comprehensive Plan.

The Commission wishes to acknowledge the extensive work expended by all of its members along with the city's planning consultant, Gary Mitchell, of Kendig Keast Collaborative. Mr. Mitchell has been instrumental in the Comprehensive Plan Review and Future Land Use Map for TRPD.

Commissioners wish to thank the contributions of Commissioners Bill Thorogood and Win Frazier for their invaluable support and participation during the first half of 2017. The Commissioners currently serving their Bellaire community through active participation on The Commission include:

Mike Axelrad
Jonathan Saikin
Marc Steinberg, Vice Chairman
S. Lynne Skinner
Ross Gordon

Weldon Taylor
Dirk Stiggins, Chairman

The Commissioners wish to express their gratitude to Mayor Andrew Friedberg and the City Council for supporting The Commission's efforts. We also want to thank City Manager Paul Hofmann; City Staff – specifically John McDonald, former Director of Development Services, and Ashley Parcus, Administrative Assistant; Chavonne Sampson, Interim Director of Development Services, and City Attorney, Alan Petrov, for their extensive and continual efforts to support The Planning and Zoning Commission.

A special thanks is being extended to the Commission's City Council Liaison, Trisha Pollard, for her support as a liaison to the Commission. She has worked very hard with the Commission to accomplish our goals and directed duties.

In summary, The Planning and Zoning Commission looks forward to continuing to serve the Bellaire community in 2018, and is most appreciative of the opportunity.

Respectfully,

A handwritten signature in blue ink that reads "Dirk Stiggins". The signature is fluid and cursive, with the first name "Dirk" being more prominent.

Dirk Stiggins, Chairman
Planning and Zoning Commission

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2457

**SCHEDULED
INFORMATION ITEM (ID
2457)**

Item Title:

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

Background/Summary:

Terry Leavitt-Chavez, Board Chair, will present the annual report of the Cultural Arts Board ("CAB"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the CAB from **January 2017 to June 2017** (listed in alphabetical order):

Sneha Bhavsar
Terry Leavitt-Chavez, Board Chair
Shampa Mukerji
Jacquelyn Quick
Diane Roberts
Jane F. Williams (January to March), Board Vice Chair
Andrew Williamson

The following members served on the CAB from **July 2017 to December 2017** (listed in alphabetical order):

Sneha Bhavsar
Terry Leavitt-Chavez, Board Chair
Shampa Mukerji
Jeanne Parker
Jacquelyn Quick
Diane Roberts
Andrew Williamson

Michael Fife, Council Member, served as Council Liaison to the CAB during 2017. The Staff Liaison was Diane K. White, Assistant City Manager.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- Bellaire Cultural Arts Board Annual Report 2017 (DOCX)

Bellaire Cultural Arts Board Annual Report | 2017

Contents

1. Board
2. Report Updates
3. Ongoing 2016 Project Initiatives
4. Public Programs.



Board

Art Board Members:
Terry Leavitt-Chavez - Chair
Andy Williamson - Secretary
Sneha Bhavsar - Assistant Secretary
Shampa Mukerji - Member
Jeanne Parker - Member
Jacquelyn Quick - Member
Diane Roberts - Member
Art Board Liasons:
Council - Michael Fife
Staff - Diane K. White

Reporting Updates

- Proposal put together for City of Bellaire and Patrons of Bellaire Parks to collaborate on an Internationally themed event.
- Art board worked with PGAL and made recommendations to incorporate an interchangeable art wall in the new facilities building

2017 Project Initiatives

Mini Mural Program

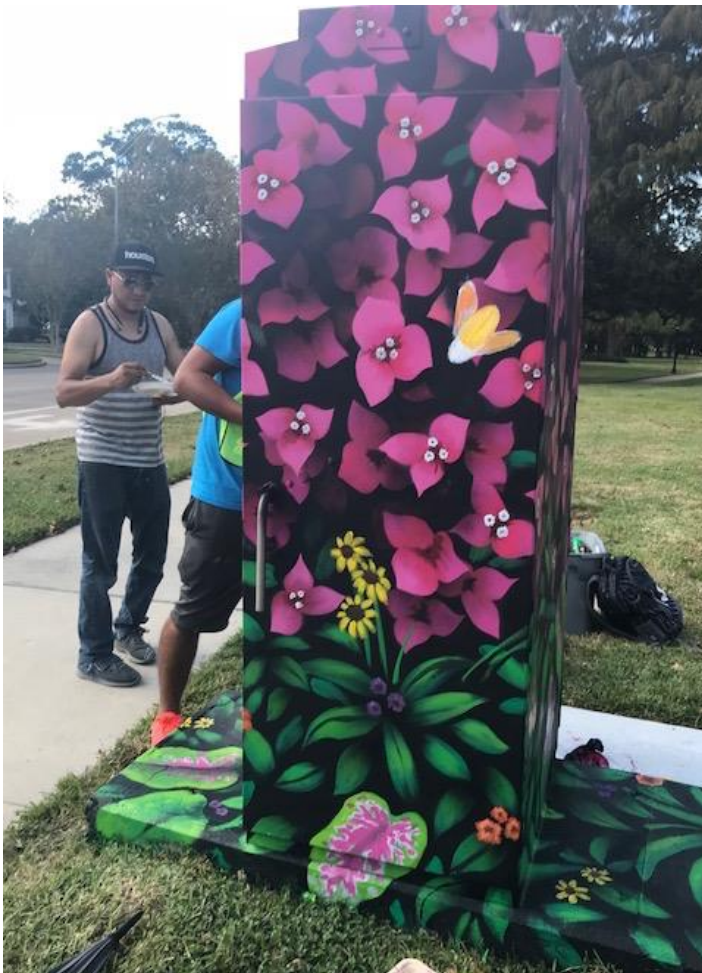
The Bellaire City Utility Box Program and Evelyn's Park donor boxes completed.

Artist: Gelson Lemus

Location: 1st and Bellaire Blvd.

Project by: UP Art Studio

Sponsor: City of Bellaire, Texas



Location: Bellaire @ Bissonnet Bellaire, Texas
Artist: Pilot 1
Project by: UP Art Studio^[1]_{SEP}
Sponsored by: City of Bellaire, Texas



Artist: Gelson Lemus
Location: Bellaire and Newcastle
Project by: UP Art Studio
Sponsor: Evelyn's Park Private Donor, Texas



Artist: Gelson Lemus

Location: Bellaire and Mulberry (2018 Bunny box flooded in Harvey. Actively looking for donations for replacement).

Project by: UP Art Studio

Sponsor: Evelyn's Park Private Donor, Texas



City box gets flooded in Harvey. 2018 working with Nature Discovery center to see if can be utilized in a new location

Location: Evergreen @ Newcastle, Bellaire, Texas

Artist: Pilot One

Project by: UP Art Studio^[LL]_[SEP]

Sponsored by: City of Bellaire, Texas

Photo by: Morris Malakoff Photography



Banners

Banner program along Bellaire and Bissonet continues to enhance and beautify major corridors.



Public Programs

Open the Door Project with Brownie Troop 147032 Paseo Park where the Brownie Troop painted their own "mini-doors"



4th of July

Spin art hosted by board during celebration.



Dive In Movie

Board worked with Patrons For Bellaire Parks providing face painting for Dive In Movie Night.



7th Annual Great Pumpkin Hunt

Board worked with photographer setting up poses for take home photos at the annual great pumpkin hunt.



Art In The Park With Evelyn's Park

Board worked with Evelyn's Park Conservancy for November 2017 start of monthly Art In The Park. November's project was "Thankful Turkeys", and December's was recycled newspaper snowmen.



Holiday In The Park

Board hosted scratch off ornaments craft project at annual holiday in the park.



Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2458

**SCHEDULED
INFORMATION ITEM (ID
2458)**

Item Title:

Annual Report of the Environmental and Sustainability Board of the City of Bellaire, Texas -
Presented by Jonathan Palmer, Board Chair.

Background/Summary:

Jonathan Palmer, Board Chair, will present the annual report of the Environmental and Sustainability Board of the City of Bellaire, Texas ("ESB"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the ESB from **January 2017 to June 2017** (listed in alphabetical order):

Ayobamidele Bello
Joe Burris
Michelle Mastin
Johanna Moran, Board Vice Chair
Jonathan Palmer
George Williams
Jason Wintz, Board Chair

The following members served on the ESB from **July 2017 to December 2017** (listed in alphabetical order):

Ritwick Agrawal
Ayobamidele Bello
Joe Burris, Board Vice Chair
Michelle Mastin
Jonathan Palmer, Board Chair
George Williams
Brian Witt

Roman F. Reed, Mayor Pro Tem, served as Council Liaison to the ESB during 2017. Staff Liaisons included Michael Leech, Director of Public Works, and Velvia Whiting, Senior Administrative Secretary.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- ESB 2017 annual report jan 26 2018 (DOCX)

January 26, 2018

Honorable Mayor and City Council
7008 South Rice Avenue
Bellaire, TX 77401

Mayor and City Council:

Pursuant to Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Section 2-104 Annual or special reports to city council (“Section 2-104”), of the Code of Ordinances of the City of Bellaire, Texas, here is the Bellaire Environmental and Sustainability Board’s annual report for the period from January 1, 2017 through December 31, 2017.

As required by said Ordinance:

- (1) Yes, this Board is serving the purpose for which it was created.
- (2) Yes, this Board is serving the current community needs.
- (3) The Board’s major accomplishments are detailed below
- (4) We are not aware of any other board, public or private, which would better serve the function of the Board.
- (5) Our recommendations follow our major accomplishments.

MAJOR ACCOMPLISHMENTS AND YEAR IN REVIEW

Solid Waste and Curbside Recycling

In 2017, a total of 1650 tons of recycling volume was collected in the Bellaire curbside recycling program, or about 17% of the total residential curbside waste collected during the year. Until September 2017, recycling volume had been stable in the 20-23% range of total volume, but Hurricane Harvey caused a sharp increase in non-recyclable waste and a decrease in recycling volume. By year end, monthly recycling volume began to approach 20% of total volume.

A primary focus of the Environmental and Sustainability Board (ESB) is an increase in the percentage of recycling volume related to total waste volume,

with an aim to help Bellaire reach 25% or better within the next few years. Many of the ESB's initiatives in 2017 and going forward are directed toward this goal.

An HGAC study of Municipal Solid Waste Generation and Diversion presented in 2017 projected that Bellaire's total municipal solid waste will grow to more than 20,000 tons annually by the year 2036 (more than double current tonnage), and suggested that all communities in the Houston area need to continue the emphasis on diversion through recycling, with a particular emphasis on green waste recycling. The ESB took note of these findings and recommendations.

2017 Education/Communication Initiatives

During 2017 the ESB continued to emphasize regular and meaningful communication with Bellaire residents through various media. The Bellaire Facebook page, Nextdoor Bellaire, the Bellaire City website, flyers accompanying trash bag distributions, stickers delivered by volunteer Boy Scouts, and other forms of outreach communication were used to deliver useful information to interested residents about recycling, conservation of water and power, and environmental sustainability. During 2018, the ESB plans to do even more in this area.

2017 ESB Events

In 2017, the ESB continued what has become a regular practice of semi-annual recycling drop-off events. In May 2017, a drop-off event was held at the water tower location near City Hall, and 20,000 pounds (ten tons) of recycling volume (4 tons of shredding, 4.5 tons of electronics, and 1.5 tons of metal) was brought in by participating residents. The recycling event scheduled for November 2017 had to be cancelled because of hurricane cleanup, but in 2018 the ESB plans recycling drop-off events in February and again later in the year.

The ESB participated in 2017 in the Nature Discovery Center's Fall Pumpkin Patch event, seizing the opportunity, at the NDC's invitation, to entertain, inform and educate children and adults attending the event. The Nature Discovery

Center has proven to be a good venue for offering insights and information about environmental sustainability.

Christmas Tree Recycling

The Save Our Beaches Association is a non-profit organization (www.sobatx.org) founded to help protect our beaches along the Surfside Beach coastline. After Christmas 2017, Bellaire recycled more than 500 Christmas trees through our partnership with this Association.

Dark Skies/Light Pollution

The Board continues to be concerned about nighttime street illumination. Along with concerns of efficiency and safety, we ask Centerpoint and the city to keep in mind issues of light pollution. We will continue to work to educate ourselves in this area in order to learn more about Dark Skies best practices.

Native Plants

The Board feels strongly about the need to promote the use, replanting, and protection of native Texas coastal plain plants as much as possible. Native plants require less irrigation, less pesticide and herbicide, and provide habitat for beneficial native wildlife, including insects. We have worked with the Buildings and Standards Commission in the past to modify the city code on desirable/undesirable trees, and we will continue to look for opportunities to influence the choice of plants in city parks and public spaces.

Noise Pollution

During 2017 the issue of noise pollution caused by traffic on the 610 Loop was brought to the attention of the ESB, and the Board has begun to help the city in an attempt to work with TxDOT to address this issue.

RECOMMENDATIONS

Though not required of the Ordinance requiring this report, our Board makes the following recommendations that we believe will be beneficial to the City and its residents. They are:

1. Waste recycling is a dynamic, changing science which necessitates active engagement. Effective recycling requires not only commitment, but also up to date knowledge. We feel that constant education of the citizenry of the changes in recycling options and requirements is a vital function of the board, and all methods of communicating should be supported.
2. Though curbside recycling continues to improve, we need more of our residents to participate, and we welcome any advice or assistance the City and its various departments and employees can give us in this regard.
3. For several years, Public Works has been considering the costs and benefits of offering larger containers to Bellaire residents for use in curbside recycling. The Board encourages the City to continue exploring the possibility of using larger containers, as that might promote more participation in recycling by Bellaire residents.
4. The Board again believes the City, our Board, and our Public Works Department should undertake efforts to get our commercial business owners and their garbage/trash collectors to implement recycling collection efforts for the waste they produce. During 2018, the ESB plans to address this opportunity.
5. On the construction of new facilities, the Board would like for the City and its planners to be sure to use energy efficient materials, lighting, etc. that would enable the building(s) to achieve the highest LEED rating available.
6. The Board believes that green waste recycling presents a significant opportunity, and we urge the City to continue to provide frequent brush and limb collection. At the same time the ESB intends to present recommendations for improved comprehensive green waste recycling during 2018.

This report is submitted on behalf of the entire Environmental and Sustainability Board.

Jonathan Palmer
Chair

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2459

**SCHEDULED
INFORMATION ITEM (ID
2459)**

Item Title:

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

Background/Summary:

Trish Parrack, Board Chair, will present the annual report of the L.I.F.E. Advisory Board of the City of Bellaire, Texas ("LIFE"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on LIFE from **January 2017 to June 2017** (listed in alphabetical order):

Barbara Davis
Maxine W. Epstein
Roberta Murray
Kevin Newman, Board Vice Chair
Trish Parrack, Board Chair
Carmen Ulabarro
Pat Westwood

The following members served on LIFE from **July 2017 to December 2017** (listed in alphabetical order):

Connie Eicher
Roberta Murray
Kevin Newman, Board Vice Chair
Trish Parrack, Board Chair
Pat Tracey (September - December)
Carmen Ulabarro
Pat Westwood

Andrew S. Friedberg, Mayor, served as Council Liaison to LIFE during 2017. Staff Liaisons included Karl Miller, Director of Parks, Recreation and Facilities; Cheryl Bright, Assistant Director of Parks, Recreation and Facilities; and Victoria Arevalo, Recreation Supervisor of Parks, Recreation and Facilities.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- State of the City Report 2018 (DOCX)

State of the City Report February 5, 2018 L.I.F.E. Advisory Board

The Bellaire L.I.F.E. (B.L.I.F.E.) department is under the City of Bellaire's Parks, Recreation and Facilities Department. B.L.I.F.E. stands for **B**ellaire, **L**iving, **I**nformation, **F**un, and **E**nrichment, which offers programs for active adults ages 50 and up. The programming is designed to keep participants engaged in life through continued learning opportunities, new relationships and new experiences. The programming provides the residents of Bellaire and surrounding communities with a leisure lifestyle through socialization, games, day trips, special activities and events.

The L.I.F.E. advisory board is comprised of Patricia Parrack, a Bellaire resident of 24 years, Kevin Newman, Roberta Murray, Pat Westwood, Pat Tracey, Carmen Ulabarro and Connie Eicher. The board has been fortunate enough to work with Mayor Andrew Friedberg as council liaison, which we are grateful that he attends every meeting. The L.I.F.E. advisory board's role is to meet monthly to provide guidance to staff to help with programming objectives. We are a working board that also provides assistance to staff during all programs, trips, activities and events.

In April of 2017, B.L.I.F.E. went through a dramatic change when the department was moved out of the City Hall location and into Bellaire United Methodist Church. The church was extremely welcoming, but majority of the seniors were not welcoming of the change. The church parking lot provides ample parking, but the long walk to get to the L.I.F.E. office and activity room is not one that many are happy about. We have lost members during this transition, but we hope that when we come back into the new city hall location we will gain them back and hopefully more!

In August, Hurricane Harvey devastated our area. Many of us in this meeting have either directly or indirectly been impacted this catastrophic event. It has taken a toll not only on our city, but on the L.I.F.E. department.

The Harris County Transportation Department, which provides B.L.I.F.E. free bus transportation services each month, has also reported extremely low numbers and many cancelled trips since Hurricane Harvey. These trips provide a change of scenery for the participants as well as provide an opportunity to learn about an area's history, tourism and entertainment opportunities; to make new friends; and to enhance the overall lifestyle of each participant.

But, throughout everything B.L.I.F.E. has still had fun and many wonderful activities and trips. We were able to get the inside look at the Deep in the Heart Foundry in Bastrop, to see how sculptures are made. Then we saw glass blowing in Tomball at Three Dimensional Visions. Sampled Shiner Beer at Spoetzel Brewery and chocolates at Kegg's Candies. We went from learning about the behind the scenes effort at the Houston Food Bank, to seeing crocodiles being feed feet in front of us at the Crocodile Encounter in Angleton. Learned about the history of Texas at places like the San Felipe de Austin Historical Site, Texas State Capital, Millard Crossing Historical Village in Nacogdoches, Historical Home Tour of Bastrop, Edwin Wolters Memorial Museum in Shiner, Varner-Hogg Planation in West Columbia, Texas Heroes Museum and Monument Hill in La Grange. In Sealy, we visited the museum where the Sealy Mattress was patented then went to see one of the last painted churches built in Texas, the Guardian Angel Church. Experienced the life of oil rig workers at the Ocean Star Off Shore Drilling Rig and Museum in Galveston. In College Station, we visited the Museum of the American G.I. and George Bush Presidential Library and Museum. In Houston, we visited the Lainer Theological Library and went to the Museum of Fine Arts for the floral showcase Florescence. Enjoyed the beautiful outdoors at the Zilker Botanical Gardens in Austin and had lunch surrounded by beautiful trees and flowers at Peckerwood

Gardens in Hempstead. We enjoyed the hospitality of the City of Tomball at the Railroad Depot. Then there was also plenty of shopping at the Peddler Show in Rosenberg, Sugar Plum Market in Stafford and the Houston Premium Outlets in Cypress. For the holiday seasons we took a tour of the lights in River Oaks and went to see a Midnight Clear at Stages Repertory Theater.

We have also had plenty activities here in Bellaire such as themed luncheons like Super Bowl, Valentine's Day Murder Mystery, Rodeo, St Patrick's, Fajita Friday and Thanksgiving. We had educational seminars on hearing loss, nutrition, Aphasia, Remembering When, Osteoporosis, Parkinson's disease and Avoiding Scams. We enjoined coffee with the Police and Fire Departments. Had monthly movies, bingo, and bunco, along with weekly bridge and our crafts and conversation group. We competed in chair volleyball tournaments against West University, in which we practice for twice a month. Had a senior carnival with tons of fun games, a Halloween party where we dressed up, and a Winter Ball where we danced the evening away!

2017 BLIFE Programming Participation

Activity	# of Participants
20 Bus Day Trips	436
7 Educational Seminars	67
11 Monthly Bingo Games	245
8 Monthly Men's/Women's Club Programs	81
20 Games Day	209
44 Monday Bridge	798
9 Tuesday Bridge	157
9 Wednesday Bridge	118
46 Friday Bridge	513
48 Crafts & Conversation	201
11 Movies	373
11 Monthly Bunco Games	84
26 Special Events Luncheons, Craft Day, Socials, etc.	441

Total Activities: 270

3,723 Participants

Mayor and Council

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 02/05/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2460

**SCHEDULED
INFORMATION ITEM (ID
2460)**

Item Title:

Annual Report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas -
Presented by Sharon Veldman, Board Chair.

Background/Summary:

Sharon Veldman, Board Chair, will present the annual report of the Parks and Recreation Advisory Board of the City of Bellaire, Texas ("PRAB"), to members of City Council on Monday, February 5, 2018. A copy of the referenced report is attached to this agenda statement.

The following members served on the PRAB from **January 2017 to June 2017** (listed in alphabetical order):

Todd L. Blitzer
Travis Crabtree
Denise Leisten
Julie McNee
Kevin Sisk, Board Vice Chair
Sharon Veldman
Neil Verma, Board Chair

The following members served on the PRAB from **July 2017 to December 2017** (listed in alphabetical order):

Ralph Cox
Joan Gee
Denise Leisten
Julie McNee, Board Vice Chair
Kevin Sisk
Sharon Veldman, Board Chair
Neil Verma

Pat B. McLaughlan, Council Member, served as Council Liaison to the PRAB during 2017. Staff Liaisons included Karl Miller, Director of Parks, Recreation and Facilities; Cheryl Bright, Assistant Director of Parks, Recreation and Facilities; and Heysel Zepeda, Administrative Assistant to the Director of Parks, Recreation and Facilities.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

N/A

ATTACHMENTS:

- PRAB Annual report 2018 011818 revised (DOCX)

February 5, 2018

Honorable Mayor and City Council
City of Bellaire
7008 South Rice Avenue
Bellaire, Texas 77401

Re: Annual Report of the Bellaire Parks and Recreation Advisory Board 2018

Mayor and City Council:

I am Chair of the Bellaire Parks and Recreation Advisory Board (the “Board”), and speak on behalf of our current Board of committed volunteers including Vice-Chair, Julie McNee, Secretary, Denise Leisten, and members Kevin Sisk, Joan Gee, Ralph Cox it is a privilege to serve with these fellow citizens.

We are charged to serve the community needs through an advisory capacity to City Council and the Parks & Recreation Department. Although, the real work of maintaining our parks is done by the Parks and Recreation staff that we work closely with: Karl Miller, Cheryl Bright, Buster Adams, Heysel Zepeda and their staff. It is to them that I offer our thanks for a dedication to their positions that goes well above and beyond a ‘job’; and for the support and leadership of City Manager, Paul Hoffman. The Citizens of Bellaire are truly lucky to have such a dedicated staff in the Parks and Recreation Department. Their diligent attention to maintaining our parks is commendable. They oversee park maintenance, facility programming for our children and families, and organize events such as Party at the Pavilion, Bellaire Brave Celebration, Holiday in the Park and the Trolley Run to name a few.

In the capacity of advising the Board has provided recommendations on our city’s parks, trails, and recreation facilities. We are guided by observations and inspections with site visits, through input from reports from city employees and contracted sources and through citizen’s feedback. We welcome citizens at every meeting to share with us their comments on our parks and facilities.

This past year we have:

- Provided on-going oversight of park system improvements as outlined in the *Parks and Recreation Master Plan* to include:
 1. Approval of allocated funds for the purchase of Trash Can Enclosures for City Parks: Holly Street Trail, Russ Pitman Park, Evergreen and Bellaire Family Aquatic Center, and Paseo Park in keeping with the continuity of the City’s aesthetic theme.
 2. Maintenance and improvements to Holy Street Esplanade
 3. Approval of additional park location for expansion of Little Free Library program
 4. Installation of shade structures for Loftin Park and the Dog Park
- The Board has given recommendations and approval to the 5-year Capital Improvement Program to address needs and improvements across all of our parks, but with special focus to Evergreen, Holy Street and South Rice Esplanade improvements.
- Discussed Parks Department’s Sponsorship Guidelines and Procedures and made recommendations defining sponsorship support for a specific program, events and projects.
- Reviewed and approved the Parks, Recreation and Facilities 2017 Service Plan.
- We have supported and given recommendations to:

1. HR Green providing input regarding the Community Pathways Project and supported their efforts gathering data from the community via a survey.
 2. Provided input to the Citizens for a Beautiful Bellaire
 3. Texas Department of Transportation in respect to noise abatement barriers near Ware Family Park.
- Approved a supported amendment to the Laurel Street Open Space Policy as it pertains to the Bellaire Town Square Family Aquatic Center (BTSFA), thus allowing the department to move forward with future improvements to the Bellaire Family Aquatics Center (BFAC).
 - Approved the preliminary design for future improvements to the BFAC to allow decking to enhance the pool patron experience by providing additional deck space and shade relief from the sun. Also, extending fencing on the south side of the competition pool, adding a gate on the south side and adding enclosure to the front of the building to hide chemical rooms and add storage, thus allowing large pool items to be removed from the deck.
 - Toured Russ Pitman Park and Evelyn's Park with their Executive Directors to improve communications and observe parks progresses.

At this point the Board is looking to the future and has formed a subcommittee with Patrons for Bellaire Parks and the Parks & Recreations Administrators to develop a cohesive and thematic approach to Bellaire's Community and Neighborhood Parks that we call the "Pocket Park Project." We are excited to join with Patrons President, Kristi Coffey, and her innovative ideas to make each 'pocket park' unique and geared to all Bellaire residents; to appeal to an intergenerational all abilities including special needs. We hope this project will drive more engagement from our citizens and community involvement.

After the devastation, the befell on our city through Hurricane Harvey we are seeking to enhance the quality of life and safety of Bellaire residents by implementing imagination play enhancements to the play-scape features that would ordinarily be replaced only with city funds. In collaboration with Patrons for Bellaire Parks we will explore ways to help fund enhancements to play-scapes that compliment and integrate a developed and identified playground theme in each pocket park that is interrelated between all the Bellaire Parks.

Respectfully submitted,

Sharon Veldman
Chair Person
Parks and Recreation Advisory Board