

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

MAY 7, 2018

Council Chamber	Regular Session	7:00 PM
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7008 S. RICE AVENUE
BELLAIRE, TX 77401



Mayor

Andrew S. Friedberg

Mayor Pro Tem

Gus E. Pappas

Council Member

Trisha S. Pollard

Council Member

Michael Fife

Council Member

Neil Verma

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 - 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 - Pat B. McLaughlan, Council Member.

D. Pledges to The Flags - Pat B. McLaughlan, Council Member.

1. U.S. Pledge of Allegiance:

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

2. Pledge to the Texas Flag:

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

E. Recognition of Proclamations:

1. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the month of May 2018 as "Older Americans Month" in the City of Bellaire, Texas, in recognition of the contributions that older adults and the people who serve and support them make to the community - Requested by Karl Miller, Director of Parks, Recreation and Facilities.
2. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 13-19, 2018, as "Police Week" in the City of Bellaire, Texas, in recognition and appreciation of the services provided by law enforcement officers and to honor those that have made the ultimate sacrifice for the community - Requested by Byron Holloway, Chief of Police.
3. Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 20-26, 2018, as "Emergency Services Week" in the City of Bellaire, Texas, in recognition of the value and accomplishments of emergency medical services providers - Requested by Darryl Anderson, Fire Chief.

F. 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.]

G. Reports and Presentations:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Diane K. White, Assistant City Manager.

H. New Business:

1. Consent Agenda:

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

a. Adoption of Minutes:

Consideration of and possible action on the adoption of the minutes of the Regular Sessions of the City Council of the City of Bellaire, Texas, held on the following dates: Monday, March 19, 2018, Monday, April 2, 2018, and Monday, April 16, 2018 - Submitted by Tracy L. Dutton, City Clerk.

- i. Mayor and Council - Regular Session - Mar 19, 2018 6:00 PM
- ii. Mayor and Council - Regular Session - Apr 2, 2018 6:00 PM
- iii. Mayor and Council - Regular Session - Apr 16, 2018 6:00 PM

b. Adoption of Ordinance:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating Amegy Bank as the City's depository bank and authorizing the City Manager of the City of Bellaire, Texas, to execute a depository agreement and any other necessary documentation with Amegy Bank - Submitted by Terrence Beaman, Chief Financial Officer.

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

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute for and on behalf of the City of Bellaire, Texas, Change Proposals CP-001T R3, CP-002T, and CP-003T to the Guaranteed Maximum Price (GMP) Contract with Horizon | Christensen Group, Joint Venture, in the amount of \$68,384.00 for the purpose of addressing additional needs of the Police Department during their occupancy of the temporary facilities within City Hall - Submitted by Michelle Jordan, Project Manager.

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Standard Form of Agreement by and between American Construction Investigations, Ltd., and the City of Bellaire, Texas, to perform an ADA Self-Evaluation and Transition Plan for the City of Bellaire, Texas, in an amount not to exceed \$60,000.00 - Submitted by Karl Miller, Director of Parks, Recreation and Facilities.

I. 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.

J. Adjourn.

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: Parks, Recreation and
Facilities
Category: Proclamation
Department Head: Karl Miller
DOC ID: 2495

**SCHEDULED
INFORMATION ITEM (ID
2495)**

Item Title:

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the month of May 2018 as "Older Americans Month" in the City of Bellaire, Texas, in recognition of the contributions that older adults and the people who serve and support them make to the community - Requested by Karl Miller, Director of Parks, Recreation and Facilities.

Background/Summary:

Each May, the nation celebrates "Older Americans Month" in recognition of older Americans' contributions to their communities.

When Older Americans Month was established in 1963, only 17 million living Americans had reached their 65th birthday. About a third of older Americans lived in poverty and there were few programs to meet their needs. Interest in older Americans and their concerns was growing. A meeting in April 1963 between President John F. Kennedy and members of the National Council of Senior Citizens led to designating May as "Senior Citizens Month," the prelude to "Older Americans Month."

Historically, Older Americans Month has been a time to acknowledge the contributions of past and current older persons to our country, in particular those who defended our country. Every President since Kennedy has issued a formal proclamation during or before the month of May asking that the entire nation pay tribute in some way to older persons in their communities. Older Americans Month is celebrated across the country through ceremonies, events, fairs, and other such activities.

Previous Council Action Summary:

The City of Bellaire, Texas, has annually recognized "Older Americans Month" by proclamation since May of 2010.

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

It is the recommendation of Karl Miller, Director of Parks, Recreation and Facilities that the City Council of the City of Bellaire issue a proclamation recognizing the month of May 2018 as "Older Americans Month."

Information Item (ID # 2495)

Meeting of May 7, 2018

ATTACHMENTS:

- Older Americans Month - May 2018 (PDF)



Proclamation

Whereas, the City of Bellaire, Texas, celebrates the countless older Americans who enrich and strengthen our community; and

Whereas, we are committed to engaging and supporting older adults, their families and caregivers; and

Whereas, we acknowledge the importance of taking part in activities that promote physical, mental and emotional well-being, for people of all ages; and

Whereas, we can enrich the lives of individuals of all ages by promoting home- and community-based services that support independent living; involving older adults in community planning, events and other activities; and providing opportunities for older adults to work, volunteer, learn, lead and mentor;

Now, Therefore, I, **Andrew S. Friedberg, Mayor of the City of Bellaire, Texas**, do hereby proclaim the month of **May 2018** as

Older Americans Month

in the City of Bellaire, Texas, and urge every resident to take time this month to recognize older adults and the people who serve them as influential and vital parts of our community.

In Witness Whereof, I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 7th day of May, 2018.



Andrew S. Friedberg
Mayor
City of Bellaire, Texas

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: Police Department
Category: Proclamation
Department Head: Byron Holloway
DOC ID: 2528

**SCHEDULED
ACTION ITEM (ID # 2528)**

Item Title:

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 13-19, 2018, as "Police Week" in the City of Bellaire, Texas, in recognition and appreciation of the services provided by law enforcement officers and to honor those that have made the ultimate sacrifice for the community - Requested by Byron Holloway, Chief of Police.

Background/Summary:

At the request of the Chief of Police, Andrew Friedberg, Mayor, will issue a proclamation proclaiming the week of May 13 - 19, 2018 as "National Police Week" in the City of Bellaire, Texas, in recognition and appreciation of the services provided by law enforcement officers and to honor those that have made the ultimate sacrifice.

National Police Week was established by a joint resolution of Congress in 1962 and signed into law by President John F. Kennedy and pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety of others as well as in protecting of our democracy. Bellaire Police Sergeant Jimmie Norman officer who was killed in the line of duty on December 24, 2012 and Bellaire Police Officer Marco Zarate who was killed in the line of duty on July 12, 2016 are two such officers.

Previous Council Action Summary:

Proclamation issued annually.

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

Chief of Police Byron Holloway recommends issuance of this proclamation.

ATTACHMENTS:

- Police Week - 2018 (PDF)



Proclamation

Whereas, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Bellaire Police Department; and

Whereas, in 2017 alone there were 129 line of duty deaths, and nearly 60,000 assaults against law enforcement officers resulting in approximately 16,000 injuries; and

Whereas, since the first recorded death in 1791, approximately 21,500 law enforcement officers in the United States are known to have made the ultimate sacrifice and been killed in the line of duty; and

Whereas, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C., which is the only memorial in our Nation's capital to which new names are added year after year; and

Whereas, among the engraved names is that of Bellaire Police Sergeant Jimmie Norman, whose name was added in 2013 as he was killed in the line of duty by a robbery suspect on December 24, 2012; and

Whereas, among the engraved names is that of Bellaire Police Officer Marco Zarate, whose name was added in 2017 as he was killed in the line of duty during the pursuit of robbery suspects on July 12, 2016; and

Whereas, in 1962 President John F. Kennedy designated May 15th as Peace Officers Memorial Day, in honor of all fallen officers, and U.S. flags are to be flown at half-staff on May 15th of each year;

Now, Therefore, I, **Andrew S. Friedberg, Mayor of the City of Bellaire, Texas,** do hereby proclaim the week of **May 13-19, 2018,** as

Police Week

in the City of Bellaire, Texas, as we proudly salute the service of law enforcement officers in our community and in communities across the nation.



In Witness Whereof, I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 7th day of May, 2018.

Andrew S. Friedberg
Mayor
City of Bellaire, Texas

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: Fire Department
Category: Proclamation
Department Head: Darryl Anderson
DOC ID: 2507

**SCHEDULED
PROCLAMATION (ID #
2507)**

Item Title:

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of May 20-26, 2018, as "Emergency Services Week" in the City of Bellaire, Texas, in recognition of the value and accomplishments of emergency medical services providers - Requested by Darryl Anderson, Fire Chief.

Background/Summary:

At the request of Fire Chief Darryl Anderson, Mayor Andrew S. Friedberg will issue a proclamation proclaiming the week of May 20-26, 2018, as "Emergency Medical Services Week" in the City of Bellaire, Texas, in recognition of the value and accomplishments of emergency medical services providers.

Previous Council Action Summary:

Emergency Medical Services Week was last proclaimed by the issuance of a proclamation on May 15, 2017, recognizing the week of May 21-27, 2017, as "Emergency Medical Services Week."

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

Fire Chief Darryl Anderson recommends the issuance of this proclamation in recognition of "Emergency Medical Services Week."

ATTACHMENTS:

- Emergency Medical Services Week - 2018 (PDF)



Proclamation

Whereas, emergency medical services are a vital public service to the residents of the City of Bellaire, Texas, and access to quality emergency care significantly improves the survival and recovery rate of those who experience sudden illness or serious injury; and

Whereas, the City of Bellaire, Texas, strives to continually improve its emergency medical and trauma care capabilities to ensure that residents receive the highest standards of service; and

Whereas, emergency care personnel, including skilled dispatchers, first responders, emergency medical technicians, paramedics, nurses and physicians, whether volunteer or paid, complete thousands of hours of specialized training, and are ready to provide lifesaving care 24/7;

Now, Therefore, I, **Andrew S. Friedberg, Mayor of the City of Bellaire, Texas**, in recognition of the value and accomplishments of emergency medical services providers, do hereby proclaim the week of **May 20-26, 2018** as

Emergency Medical Services Week

in the City of Bellaire, Texas, with the theme *"EMS Strong is Stronger Together,"* and encourage all residents to visit the Bellaire Fire Station and get to know their emergency medical services providers.



In Witness Whereof, I have hereunto set my hand and caused the seal of the City of Bellaire, Texas, to be affixed this 7th day of May, 2018.

 Andrew S. Friedberg
 Mayor
 City of Bellaire, Texas

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 2475

**SCHEDULED
ACTION ITEM (ID # 2475)**

Item Title:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Diane K. White, Assistant 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



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

MARCH 19, 2018

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 6:00 P.M.

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

Andrew S. Friedberg, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 6:00 p.m. The Regular Session was held in the Council Chamber, 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 was present as set forth in the table below.

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

Also present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

*Pat B. McLaughlan, Council Member, arrived during the Pledges to the Flags and participated in the remainder of the Regular Session.

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

Trisha S. Pollard, Council Member, provided the inspirational reading for the evening. As part of her inspirational reading, Council Member Pollard invited Betty Janicek, Mayor of Bellaire from 1991-1992, to provide a brief history of Bellaire.

D. Pledges to the Flags - Trisha S. Pollard, Council Member.

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

I. PUBLIC HEARING (SPECIFIC USE PERMIT FOR PLAY-CARE CENTER)

Minutes Acceptance: Minutes of Mar 19, 2018 6:00 PM (Adoption of Minutes:)

A. Reading of the Notice of Public Hearing - Tracy L. Dutton, City Clerk.

Tracy L. Dutton, City Clerk, read the "Notice of Public Hearing" for the record. She advised that the "Notice of Public Hearing" was published in the legal notices section of the Southwest News on Tuesday, February 20, 2018, posted on the City's official bulletin board and website on Tuesday, February 20, 2018, and mailed to property owners of record and assumed residents within 500 feet of the site of the specific use permit application on Wednesday, February 21, 2018.

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

Paul A. Hofmann, City Manager, summarized the public hearing procedure.

C. Presentation of Proposal:

Public hearing on an application filed by Stone & Stone, LLC, on behalf of Mindy Roberts Rosenthal d/b/a Let Us Play, applicant, for a Specific Use Permit as required by Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, Section 24-537 B.2.b.3, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of operating an hourly drop-off play-care center located at 5202 Cedar Street, Bellaire, Texas, in the UV-D Zoning District - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda caption and recognized Bill Stone of Stone & Stone, LLC, to present the specific use permit proposal to members of the City Council.

Bill Stone, Stone & Stone, LLC, introduced himself and his client, Mindy Roberts Rosenthal, and her request for a specific use permit. Mr. Stone also introduced the Lessor, Sion Saghian of Sagstex Investments. He noted that the application for a specific use permit was submitted to the City of Bellaire in December of 2017, and advised that he believed the application was in order and met the requirements of the City's Code of Ordinances (Chapter 24, Section 24-605).

Background Information

Mr. Stone advised that Ms. Rosenthal had been an educator for 34 years. Her business, Let Us Play, was an hourly child care service. Children between the ages of 18 months and 12 years made up the youth that were served at Let Us Play. Families from Bellaire, West University Place, Westbury, Meyerland, Sugar Land, Richmond, and Katy, brought their children to Let Us Play when they needed temporary care and oversight. Let Us Play had a clientele of around 500 families.

Mr. Stone advised further that children brought to Let Us Play stayed no more than four hours at a time. He indicated that there were currently five employees, a volunteer, and the applicant, who was actively involved daily in running her business. Background checks were performed on all potential employees. There were no outdoor activities that the children engaged in while at Let Us Play. The program had been and will continue to be inside recreation with toys, educational activities, and other child development and learning play areas. All the activities at Let Us Play are supervised.

Let Us Play is licensed and monitored by the Texas Department of Family and Protective Services. Ms. Rosenthal was current on her yearly renewal fees with

the state. In addition, the state also performed background checks on the employees at Let Us Play, and the state had approved the application for the move to the Cedar property.

Over the last ten years, Let Us Play had existed in two locations. It was first at 4813 Bissonnet Street. Let Us Play changed ownership when Ms. Rosenthal purchased the business from the prior businesswoman and assumed most of the lease terms between the prior owner and Sagstex Investments. The current location of the business is at 5202 Bissonnet Street, was owned by Sagstex Investments. The new location, 5202 Cedar Street, was owned by Sagstex Investments as well. There were 43 parking spaces in the business center where Let Us Play would like to relocate. Mr. Stone advised that parents were parked for a very short period to drop-off and pick-up their child(ren). Employees, the volunteer, and Ms. Rosenthal would park in the rear of the building in an alleyway north of where Let Us Play will operate.

If the specific use permit is granted, Let Us Play will shortly move into the proposed location. Mr. Stone concluded by asking that the specific use permit be granted and further requested that no restrictions be placed on the specific use permit.

D. Public Comment.

Mayor Friedberg welcomed public comment on the application which was the subject matter of the public hearing. Seeing none, Mayor Friedberg continued to the next item on the agenda.

E. Questions from the Mayor and City Council.

Mayor Friedberg opened the floor for questions from the Mayor and City Council, with a reminder that members were limited to asking questions and should avoid expressing opinions on the subject matter of the hearing, which would be reserved for later in the evening when the subject matter would be deliberated.

Following questions, Mayor Friedberg closed the public hearing.

F. Close of the Public Hearing.

Mayor Friedberg announced that the Public Hearing was concluded at 6:22 p.m. on Monday, March 19, 2018. As the subject matter was scheduled for final deliberation later in the evening, Mayor Friedberg advised that further public comment would not be received.

G. Adjourn.

Mayor Friedberg announced that the Public Hearing was adjourned at 6:22 p.m. on Monday, March 19, 2018.

II. REGULAR MEETING

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

Mayor Friedberg called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 6:22 p.m. on Monday, March 19, 2018.

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

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

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

Also present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

Note: Prior to opening the floor for Personal/Audience Comments, **Mayor Friedberg** announced that agenda item E. 2. d. had been pulled from the agenda at staff's request.

C. Personal/Audience Comments.

Mayor Friedberg opened the floor for Personal/Audience Comments other than about the Public Hearing that just concluded. Mayor Friedberg outlined the rules for Personal/Audience Comments and called upon the first speaker to address City Council.

Joseph Campise:

Mr. Campise addressed City Council regarding his property located at 5200 Spruce Street, which was a 900 square foot salon. He provided an overview of things he had asked the City to consider over the years and was denied. For example, he was told angled parking was not allowed for a commercial property in Bellaire and was denied a variance for an error made by a surveyor, which required him to remove part of his foundation, framing, and underground plumbing.

The proposed Spruce Street and Fifth Street reconstruction project was a beautiful concept in Mr. Campise's opinion, but present businesses were not taken into consideration for it. He advised that it was his understanding that the project would cause him to lose all four parking spaces that he had. Although angled parking was slated to be constructed across the street from his business, it would not help his elderly clients access his business.

In closing, Mr. Campise expressed concern that the parking spaces for Spruce Street would be used by HEB employees and that he could lose business due to the lack of parking in front of his building.

Charles Platt:

Mr. Platt addressed City Council regarding the Spruce Street proposal and the flood plan. He stated that he did not support the Spruce Street proposal to the extent that it allowed angled parking. He hoped City Council would consider the safety aspects of parallel parking and urged them to consider it before approving angled parking.

Also of concern to Mr. Platt was the lack of a bicycle lane. He urged City Council to look

at Chapter 3 of the City's Comprehensive Plan on mobility. According to that Plan, the City's goal was to pursue opportunities to upgrade certain streets to exceptional pedestrian and bicycle environments. He advised that the City had a great opportunity to do that with this project.

With respect to drainage, Mr. Platt referred to a footnote on the Plan which indicated that pervious surfaces would not be considered with this Plan. He could not understand why the City was not considering pervious parking areas given the priority the City was facing on drainage.

With respect to the Flood Plan, Mr. Platt thanked the members of the Task Force and City Council liaisons that participated in the meetings for their hard work. The 100-year maps as the Mayor indicated in his recent blog were going to be updated. Eventually, the City would find out how much of Bellaire was in the new 100-year floodplain. He urged City Council to make flood mitigation their highest priority.

Craig Mueller:

Mr. Mueller addressed City Council with respect to the Spruce Street and Fifth Street redevelopment. Mr. Mueller stated that he believed the design was ill-conceived. It seemed to be centered around the HEB development without consideration to the other businesses on Spruce Street and Fifth Street. He expressed concern that HEB was not adhering to the City's setback regulations.

Mr. Mueller stated that the look and feel of the proposed project was not very inclusive of the rest of the business owners on Spruce and Fifth Streets in his opinion. He also stated that adjacent businesses had not changed and asked why the parking for every other adjacent business had to be compromised for HEB's parking.

Mr. Mueller continued and advised that he would personally lose access and parking at his business because of the proposal and asked who the additional street parking would benefit.

Kathy Ballanfant:

Ms. Ballanfant addressed City Council and indicated that the Spruce Street project affected her less than anyone else. She stated that it was her belief that none of the business on Spruce Street were approached by city staff for any kind of input at all. Building a consensus among property owners would be the way to get things to improve, in her opinion. The two people on Fifth Street did have people approach them; however, it was her understanding both of those businesses would lose all their parking spaces.

Ms. Ballanfant asked the City to get the businesses together and let them provide some input. She indicated that some other business owners were present, but did not want to speak this evening. All the businesses were very concerned with the proposal that she believed had received no input from area businesses.

Jim Burrough:

Mr. Burrough addressed City Council and indicated that he was present to speak to agenda item 2. c., the adoption of the City's draft Flood Mitigation Plan as produced by the Flood Mitigation Task Force.

Mr. Burrough advised that he was a retired emergency management professional. He

spent 12 years in the profession and helped create many of the flood protection plans for institutions in the Texas Medical Center.

While Mr. Burrough agreed with the great majority of what was in the draft Plan, he had concerns regarding four specific items and outlined those concerns.

With respect to Property Protection Activities, Activity 1, the Plan proposed evaluations of updates to the Building Code to allow residents to take protective mitigation efforts on their property. Although it was a great idea and in line with good emergency practices, in his opinion, he strenuously objected to the proposed implementation and timeline of five years. The City needed to provide a structured approach to facilitate individual property protection strategies for citizens, in his opinion.

With respect to Structural Projects, Activity 2, the Plan proposed to evaluate increasing the size of existing storm sewer culverts on selected roads as they were reconstructed. Mr. Burrough emphasized that this activity was the highest priority and should be concentrated within the southeast quadrant of the City, in his opinion.

Under Structural Projects, Activity 4, the Plan proposed the installation of backflow prevention systems. While Mr. Burrough understood that this was an activity that depended on the cooperation of multiple agencies outside of the City of Bellaire, the timeline of 2020 for the first phase completion seemed disproportionate to the need, in his opinion. He felt that the completion dated needed to be moved up.

Activity 8, under Structural Projects, addressed the Kilmarnock Ditch. As with Activity 4, the target date was too far in the future in Mr. Burrough's opinion. He felt that the completion date for this activity needed to be moved up as well.

In summary, Mr. Burrough advised that the draft Flood Mitigation Plan was good and urged City Council to make the changes he had suggested.

Paul Miller:

Mr. Miller addressed City Council regarding issues that business owners had faced because of the HEB reconstruction, such as traffic and large trucks turning around in the parking lots of other businesses. Construction workers on the reconstruction project had not worked with area businesses (i.e., two lanes of the roadway were often blocked and cones were often placed to block off parking). He expressed concern that area businesses had not received any type of formal notice regarding that reconstruction project.

Upon ensuring that there were no other persons present who wished to address City Council, **Mayor Friedberg** closed Personal/Audience Comments and continued to the next item on the agenda.

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.

Paul A. Hofmann, City Manager, presented the City Manager's Report dated March 19, 2018, to members of City Council. The report consisted of library updates, upcoming event reminders, special recognition of Police Department employees, and upcoming meetings and agenda topics.

Library updates included a brief overview of the recent dedication of the City's second Little Free Library, located at Evelyn's Park, and an update of a recent renovation at the Bellaire City Library. The second Little Free Library was donated to the City by the Friends of the Bellaire Library in collaboration with Evelyn's Park. Among the attendees at the dedication were Peggy Shallock and Randy McKinney (representatives of the Friends of the Bellaire Library), Debbie Lapin (representative of the Evelyn's Park Conservancy Board), Mary Cohrs and Terra Thompson (representatives of the Bellaire City Library), and Paul A. Hofmann, City Manager. It was noted that Peggy Shallock's husband, Jim, painted the Little Free Library.

A recently completed renovation project at the Bellaire City Library resulted in the complete replacement of computers and work stations with an automated printing system for the use of library patrons. City Manager Hofmann thanked Patrice Baltuskonis, Director of Information Technology, and Mary Cohrs, Director of Library, for their efforts on the project.

Event reminders included the upcoming Wine & Tapas fundraiser (sponsored by the Patrons for Bellaire Parks) and the Trolley Run (sponsored by the Bellaire Parks, Recreation and Facilities Department).

City Manager Hofmann commended two Bellaire Police Department employees who had received special recognition at the Bellaire Police Department's Annual Award Ceremony. Officer Yesenia Ortega was recognized as the Police Officer of the Year and Dispatcher Eric Nieto was recognized as Employee of the Year.

In closing, City Manager Hofmann provided an overview of upcoming City Council meetings and expressed words of appreciation to the members of the Flood Hazard Mitigation Task Force for all of their hard work.

Mayor Friedberg opened the floor for questions from the Mayor and City Council. Following questions, Mayor Friedberg announced that the City Manager's Report was concluded.

Before continuing to the next item on the agenda, Mayor Friedberg asked if there were any objections to moving agenda item D. 3. (Spruce Street and Fifth Street Design Considerations Project Presentation) before agenda item D. 2. (2017 Annual Audit and Comprehensive Annual Financial Report). Noting none, Mayor Friedberg advised that the Rules of Procedure were suspended by general consent and proceeded to agenda item D. 3.

2. Presentation of the FY2017 Annual Audit and Comprehensive Annual Financial Report (CAFR) by Whitley Penn, LLP, Certified Public Accountants, and consideration of and possible action on the acceptance of the FY2017 annual audit and CAFR - Submitted by Terrence Beaman, Chief Financial Officer.

Mayor Friedberg read the agenda caption and recognized Terrence Beaman, Chief Financial Officer, to provide an introduction of the item. Mayor Friedberg reminded City Council that the item also called for consideration and possible action on the acceptance of the 2017 Annual Audit and Comprehensive Annual Financial Report (CAFR).

Terrence Beaman, Chief Financial Officer (CFO), advised that he, City Manager Hofmann, and representatives from Whitley Penn, LLP, met with the City's Audit Finance Board on Thursday, March 9, 2018. He thanked Audit

Finance Board Members Mayor Friedberg, Council Member Michael Fife and Council Member David R. Montague for their support and service. CFO Beaman introduced Lupe Garcia, Partner, Whitley Penn, LLP, to present the audit and CAFR.

Lupe Garcia, Partner, Whitley Penn, LLP, provided a report of the results of the City's financial statement audit for the year ending September 30, 2017. Mr. Garcia also provided a brief presentation taking City Council through the audit process, as well as required communications, and financial statement highlights.

Mr. Garcia reported that his firm had issued an unmodified opinion, which was the highest level of assurance that could be given. The firm also issued a reasonable assurance opinion on the City's financial statements. The City's accounting policies were in line with industry standards. Estimates included in the financial statements were reviewed as to the basis for those estimates and were deemed reasonable (i.e., allowance for doubtful accounts, capital assets, and net pension liability).

Mr. Garcia also reported that the firm did not encounter any difficulties in performing the audit and advised that proposed entries were provided by the firm to management and were reviewed, accepted and recorded in the City's general ledger.

In closing, Mr. Garcia advised that there was a significant pronouncement from the Governmental Accounting Standards Board (GASB) that the City would have to implement in the next year. The pronouncement was related to the health care benefits that the City offered to its retirees, which required the City to record a liability in its financial statements in the next year.

Mayor Friedberg opened the floor for questions from the Mayor and Council. Following questions, **Mayor Friedberg turned to consideration of and possible action on the acceptance of the FY2017 annual audit and CAFR. He asked if there was any objection to the acceptance of the fiscal year 2017 Annual Audit and CAFR. Hearing no objection, Mayor Friedberg announced that the fiscal year 2017 Annual Audit and CAFR were accepted by general consent.**

Note: As agenda item D. 3. was discussed earlier in the meeting, the City Council considered the Consent Agenda at this point in the meeting.

3. Presentation of Spruce and Fifth Street Design Considerations - Submitted by Michael Leech, Director of Public Works.

Note: This agenda item was presented prior to agenda item D. 2. by general consent of City Council.

Mayor Friedberg read the agenda caption and introduced Michael Leech, Director of Public Works, to provide a presentation of the Spruce and Fifth Street Design Considerations Project.

Michael Leech, Director of Public Works, advised that he was present to provide some background related to the project and to introduce Cristin Emshoff, Special Projects Manager, who would provide a more formal presentation this evening. Director Leech indicated that the Spruce and Fifth Streets Design Considerations Project was discussed with City Council in early December during an overview of the Bonds for Better Bellaire 2016 Program. During that

overview, lighting, on-street parking, and partnering efforts with HEB were discussed. The purpose of the discussion this evening was to provide an update on where the Public Works Department was with this project.

It was noted that the Spruce and Fifth Streets Design Considerations Project dovetailed nicely with the City's Comprehensive Plan and addressed comments in the recent Citizens Survey for more walkable places in Bellaire, as well as retail development in the downtown area. Aesthetics recommended by the Terrain Studios report were also incorporated into the project. It was noted that the project would enhance drainage in the area and provide some additional green space.

Cristin Emshoff, Special Projects Manager, provided an overview of the design considerations that the Public Works Department had considered for the Spruce and Fifth Streets Design Considerations Project. Special Projects Manager Emshoff advised that Bellaire's adopted brand identity was incorporated in the design and that four of the five City Council priorities for fiscal year 2018 were addressed in the project (i.e., public infrastructure and facilities, residential and commercial safety, community image, and commercial redevelopment). Comparisons were made between design considerations for the project and the Comprehensive Plan revitalization recommendations for the Urban Village Downtown Zoning District (UV-D).

Special Projects Manager Emshoff noted that the City's right-of-way in the project area was limited. For example, the travel lane had switched from three lanes to two lanes. On-street angled parking was recommended throughout the project. Special Projects Manager Emshoff noted that a bicycle lane would not fit within the parameters of the project and previous parking was not considered for this project. The project also included improved capacity with respect to drainage for Spruce and Fifth Streets and a new water line on Fifth Street.

The portion of Spruce Street to be addressed in the project included the portion between South Rice Avenue and Ferris Street. The design considerations included 7' sidewalks on both sides of Spruce Street with trees and landscaping, as well as a 20' area for angled parking (on the north side of Spruce Street and the east side of Fifth Street). The portion of Fifth Street to be addressed included the portion between Spruce Street and Bissonnet Street. The design considerations for Fifth Street included 7' sidewalks with trees and landscaping. Decorative pavers for street crossings and decorative lighting were also recommended.

Special Projects Manager Emshoff advised that the design considerations project was approximately 50% completed. She indicated that there were many issues to work through before meeting with the neighborhood and/or business owners. The City had reached out to approximately 12 business owners and tenants, but was not able to locate everyone.

Special Projects Manager Emshoff advised that HEB would like to open within a few months, however, the City would not be able to award a construction contract for the City's project until the fall of 2018. As a result, the City would install the landscaping for HEB in the fall with the remainder of the project and that HEB would maintain the landscaping thereafter.

Mayor Friedberg opened the floor for questions from the Mayor and Council, as well as feedback. Following questions and feedback, Mayor Friedberg announced

that City Council would return to the orders of the day, agenda item D. 2.

E. New Business:

1. Consent Agenda:

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

a. Approval of Minutes:

Consideration of and possible action on the approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, February 19, 2018 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Feb 19, 2018 7:00 PM

b. Adoption of Ordinances:

- i. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing Jerel S. Twyman as Associate Judge of the Municipal Court of the City of Bellaire, Texas, for a two-year term commencing on the 1st day of April, 2018, and expiring on the 31st day of March, 2020 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.
- ii. Consideration of and possible action on a recommendation from the Public Works Department to reject Competitive Sealed Proposal (CSP) No. 18-004, On-Call Water and Wastewater Utility Repair Services, and to rebid the project - Submitted by Michael Leech, Director of Public Works.

Mayor Friedberg read the captions of the three items included on the Consent Agenda. He noted that a corrected ordinance had been placed at the Council dais prior to the meeting related to the term associated with the reappointment of Municipal Court Associate Judge Jerel S. Twyman. His term was erroneously listed as 2016 to 2018 and should have been 2018 to 2020.

Mayor Friedberg asked if any member of Council wanted to remove any of the items from the Consent Agenda. Hearing none, he entertained a motion to adopt the Consent Agenda.

Motion:

To adopt the Consent Agenda.

{Moved by Trisha S. Pollard, Council Member, and seconded by Gus E. Pappas, Mayor Pro Tem}

Minutes Acceptance: Minutes of Mar 19, 2018 6:00 PM (Adoption of Minutes:)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Gus E. Pappas, Mayor Pro Tem
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

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

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, verifying and acknowledging the annual review of the City's Investment Policy and Investment Strategies (City of Bellaire Code of Ordinances, Chapter 2, Administration, Article I, In General, Section 2-10, Investment Policy) - Submitted by Terrence Beaman, Chief Financial Officer.

Mayor Friedberg read the agenda caption and advised that the City's Investment Policy and Investment Strategies document was presented to the Audit Finance Board in advance of Council's consideration this evening. No changes were being recommended this year, and the Audit Finance Board did not recommend any changes either.

To begin deliberation, Mayor Friedberg entertained a motion to adopt the ordinance as presented verifying and acknowledging the annual review of the City's Investment Policy and Investment Strategies.

Motion:

To adopt the ordinance as presented verifying and acknowledging the annual review of the City's Investment Policy and Investment Strategies.

{Moved by David R. Montague, Council Member, and seconded by Michael Fife, Council Member}

Mayor Friedberg opened the floor for discussion. Hearing none, action was taken on the motion by the Council.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	David R. Montague, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, granting Specific Use Permit S-90 to Mindy Roberts Rosenthal d/b/a Let Us Play, for the purpose of operating an hourly drop-off play-care center located at 5202 Cedar Street, Bellaire, Texas, in the UV-D Zoning District - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda caption and noted that this item was the subject of a public hearing held earlier in the evening. To begin deliberation, he entertained a motion to adopt the ordinance as presented granting Specific

Use Permit S-90 for Let Us Play to operate at 5202 Cedar Street.

Motion:

To adopt the ordinance as presented granting Specific Use Permit S-90 for Let Us Play to operate at 5202 Cedar Street.

{Moved by Trisha S. Pollard, Council Member, and seconded by Gus E. Pappas, Mayor Pro Tem}

Mayor Friedberg opened the floor for questions, discussion and deliberation. Following questions, Mayor Friedberg offered an amendment to the ordinance.

Amendment (No. 1):

To amend the proposed ordinance to remove the condition, item 2. a), from the ordinance.

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

Discussion ensued among members of Council regarding the amendment. Following discussion, **Mayor Friedberg** called for action on the amendment to the ordinance.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Andrew S. Friedberg, Mayor
SECONDER:	David R. Montague, Council Member
AYES:	Friedberg, Pappas, Verma, Pollard, McLaughlan, Fife, Montague
NAYS:	None
ABSENT:	None

Mayor Friedberg opened the floor for discussion of the motion, as amended. Hearing no discussion, action was taken on the motion, as amended.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Gus E. Pappas, Mayor Pro Tem
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

- c. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, adopting the City's Flood Hazard Mitigation Plan - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda caption and advised that a new resolution had been placed at the Council dais prior to the meeting as a substitute for the resolution that appeared in the agenda packet, which was attached in error. Mayor Friedberg recognized ChaVonne Sampson, Director of

Development Services, to provide an overview of the agenda item.

ChaVonne Sampson, Director of Development Services, thanked the members of the Flood Hazard Mitigation Task Force for all their hard work. She noted that the purpose of a Flood Hazard Mitigation Report ("Report") was to look at past floods that had occurred in the community, as well as to plan for any future flood events that might take place. The steps/activities included in the Report were developed to aid in the reduction of damage that might occur during a flood. Director Sampson presented an overview of the meetings and discussions held by the Flood Hazard Mitigation Task Force.

Director Sampson advised that the Flood Hazard Mitigation Task Force would continue to meet approximately twice a year to evaluate the activities included in the Report if the Report was adopted this evening. In the upcoming months, a subcommittee of the Flood Hazard Mitigation Task Force would look at the priorities to ensure that those priorities were in line and provided a cost-benefit for the City. Additionally, the Report would be submitted to the Community Rating System (CRS) for review.

Mayor Friedberg thanked Director Sampson for her work on the Report and acknowledged Flood Hazard Mitigation Task Force Members for their efforts and expressed the City's appreciation to them as follows: Win Frazier, Jonathan Reichel, Chris Canonico, Millie Hast, Yana Kristal, Michael Ling, Menny Rosenbaum, Robyn Rosenblatt, David Roylance, and Brian Sanford. Mayor Friedberg also recognized the staff technical advisory team and the consulting technical advisory team (ARKK Engineers).

Mayor Friedberg next entertained a motion to adopt the resolution as presented adopting the City's Flood Hazard Mitigation Report.

Motion:

To adopt the resolution as presented adopting the City's Flood Hazard Mitigation Report.

{Moved by Michael Fife, Council Member, and seconded by Trisha S. Pollard, Council Member}

Mayor Friedberg opened the floor for questions and deliberation by Council. Following questions and deliberation, Mayor Friedberg noted a few corrections that needed to be made in the resolution as follows: the fourth recital included a reference to the "Citizens Advisory Task Force on Drainage Issues" and the last recital included a reference to the "Flood Hazard Mitigation Task Force." It was noted that fourth recital should be amended to change the name of the advisory task force to "Flood Hazard Mitigation Task Force." He also noted that the word "establish" needed to be made past tense. Seeing no objection to the cleaning up of those items, Mayor Friedberg called for action on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Fife, Council Member
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

- d. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager and City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Standard Form of Agreement with DATABANK IMX, LLC, for scanning services for Development Services and Human Resources paper documents in the amount of \$78,284.80 - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg noted that the agenda item, which was related to the digitization of paper documents, had been pulled from the agenda at staff's request and would be brought back at a later date.

- e. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Standard Form of Agreement with Ally General Solutions, LLC, for the provision of any and all services to include labor, material, transportation, tools, supplies, equipment and appurtenances necessary for the On-Call Paving and Storm Sewer Repair Services in an amount not to exceed \$750,000.00 - Submitted by Michael Leech, Director of Public Works.

Mayor Friedberg read the agenda caption and recognized Michael Leech, Director of Public Works, to provide an introduction.

Michael Leech, Director of Public Works, provided a brief overview of the agenda item and the process involved in selecting Ally General Solutions, LLC, to perform the services. He noted that the project was part of the Public Works Department's ongoing Infrastructure Management Program to improve and maintain infrastructure throughout the community.

Prior to deliberation, **Mayor Friedberg** entertained a motion to adopt the ordinance as presented authorizing a Standard Form of Agreement with Ally General Solutions, LLC, for On-Call Paving and Storm Sewer Repair Services in an amount not to exceed \$750,000.00.

Motion:

To adopt the ordinance as presented authorizing a Standard Form of Agreement with Ally General Solutions, LLC, for On-Call Paving and Storm Sewer Repair Services in an amount not to exceed \$750,000.00.

{Moved by Gus E. Pappas, Mayor Pro Tem, and seconded by Michael Fife, Council Member}

Mayor Friedberg opened the floor for questions and discussion. Following questions and discussion, action was taken on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gus E. Pappas, Mayor Pro Tem
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

- f. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, amending Chapter 9, Buildings, Article II, Building Codes, Section 9-17, Amendment to Building Code, of the Code of Ordinances of the City of Bellaire, Texas, by amending Section 105.1.b for the purpose of providing for the denial, revocation or suspension of a Building Contractor's License - Submitted by Alan P. Petrov, City Attorney.

Mayor Friedberg read the agenda caption and recognized Alan P. Petrov, City Attorney, to provide an introduction.

Alan P. Petrov, City Attorney, advised that the idea behind the ordinance before Council was to give the Building Official an additional tool to work with in regulating the activities of the builders in the City.

To begin deliberation, **Mayor Friedberg** entertained a motion to adopt the ordinance as presented amending Chapter 9, Article II, Section 9-17, of the Code of Ordinances, by amending Section 105.1.b for the purpose of providing for the denial, revocation or suspension of a Building Contractor's License.

Motion:

To adopt the ordinance as presented amending Chapter 9, Article II, Section 9-17, of the Code of Ordinances, by amending Section 105.1.b for the purpose of providing for the denial, revocation or suspension of a Building Contractor's License.

{Moved by Trisha S. Pollard, Council Member, and seconded by David R. Montague, Council Member}

Mayor Friedberg opened the floor for questions and deliberation. Following questions and deliberation, action was taken on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	David R. Montague, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

F. Community Interest Items from the Mayor and Council.

Community interest items from the Mayor and Council included expressions of appreciation to Library Director Mary Cohrs for her research help related to Bellaire's history and to Police Chief Byron Holloway for including City Council in the Annual Police Awards Ceremony; expressions of congratulations and appreciation to the Bellaire Police

Officer of the Year, Yesenia Ortega, and the Bellaire Police Department Employee of the Year, Eric Nieto; a recommendation to place an item on a future agenda regarding a possible change in the insurance requirements for building contractors; expressions of acknowledgement to the Friends of the Bellaire Library for their donation of the Little Free Library located in Evelyn's Park; and reminders to attend the Bellaire Community Crawfish Festival sponsored by the Bellaire Business Association and the Bellaire/Southwest Houston Rotary Club and the Wine & Tapas event sponsored by the Patrons for Bellaire Parks.

G. Adjourn.

Mayor Friedberg announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 10:14 p.m. on Monday, March 19, 2018.

Minutes Acceptance: Minutes of Mar 19, 2018 6:00 PM (Adoption of Minutes:)



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

APRIL 2, 2018

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 6:00 P.M.

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

Andrew S. Friedberg, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 6:00 p.m. on Monday, April 2, 2018. The Regular Session was held in the Council Chamber, 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 was present as set forth in the table below.

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

Also present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

C. Inspirational Reading and/or Invocation - Gus E. Pappas, Mayor Pro Tem.

Gus E. Pappas, Mayor Pro Tem, provided the inspirational reading for the evening.

D. Pledges to the Flags - Gus E. Pappas, Mayor Pro Tem.

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

E. Recognition of Proclamation and Award:

Issuance of a proclamation by Andrew S. Friedberg, Mayor, proclaiming the week of April 8-14, 2018, as "National Library Week" in the City of Bellaire, Texas, as well as presentation of the "2017 Achievement of Excellence in Libraries," awarded to the Bellaire City Library by the Texas Municipal Library Directors Association.

Mayor Friedberg read a proclamation he issued proclaiming the week of April 8-

Minutes Acceptance: Minutes of Apr 2, 2018 6:00 PM (Adoption of Minutes:)

14, 2018, as "National Library Week," in the City of Bellaire, Texas. In addition, Mayor Friedberg announced the receipt of an award given to the Bellaire City Library by the Texas Municipal Library Directors Association known as the "2017 Achievement of Excellence in Libraries" award. He noted that the award was given to libraries that demonstrated excellence in ten categories, including services to underserved communities, programming for adults and families, literacy support for all ages, workforce development, and community partnerships, among others.

Mary Cohrs, Library Director, and **Terra Thompson, Youth Services Librarian,** accepted the proclamation and the award on behalf of the Bellaire City Library.

I. PUBLIC HEARING (REQUEST FOR ALLEY ABANDONMENT)

A. Reading of the Notice of Public Hearing - Tracy L. Dutton, City Clerk.

Tracy L. Dutton, City Clerk, read the "Notice of the Public Hearing" into the record. City Clerk Dutton advised that the "Notice of Public Hearing" was published in the legal notices section of the Southwest News on Tuesday, March 13, 2018, and posted on the City's official bulletin board and website on March 14, 2018.

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

Paul A. Hofmann, City Manager, summarized the public hearing procedure.

C. Presentation of Proposal:

Presentation regarding a petition submitted by Stone & Stone, LLC, on behalf of Sagstex Investments, LP, & Wolfie's Swim School, LLC, for the abandonment by the City of Bellaire, Texas, of an alley, and of rights-of-way and easements encumbering the property currently located north and abutting the property lines of Lots 18 and 19, in Block 45, of the Town of Bellaire (5200 Block of Cedar Street) - Submitted by ChaVonne Sampson, Director of Development Services.

Christina Stone, Stone & Stone, LLC, addressed City Council on behalf of the petitioners, Wolfie's Swim School, LLC (represented by Richard Meador) and Sagstex Investments, LP (represented by Sion Saghian and Michael Saghian), regarding their request for the City to abandon the alley between their properties (located in the 5200 block of Cedar Street) to be used for parking. Ms. Stone made reference to page 12 of a handout that she had provided to members of the City Council which showed the planned parking for the sites.

Ms. Stone noted that she and the petitioners met with the City during the previous week and were asked to provide a mock-up of the proposed parking for the sites. The alley itself would accommodate ten parking spaces, and the area behind the Sagstex Investments, LP, property would accommodate 20 parking spaces. Customers would enter the sites from Cedar Street, flow around the building and exit onto Fifth Street.

It was also noted by Ms. Stone that the alley would be improved by the petitioners, which would raise the values of those properties and other properties in the area, in her opinion.

Although the appraisal indicated a value of \$155,000 for the alley, Ms. Stone asked that the City assess a fee of \$38,750 (i.e., one-quarter of the appraisal) as she felt the abandonment would be a boon to the City.

D. Public Comment.

Mayor Friedberg announced that there were no speakers signed up on the public hearing sign-in sheet, and asked if there was anyone present who would like to speak on the subject of the public hearing. Noting none, he referred to and summarized a written comment received in connection with the public hearing from **Mr. Keith Bowers** who wrote in support of the request for abandonment and sale of the alley rights-of-way and easements at the appraiser's recommended price per square foot.

E. Questions from the Mayor and City Council.

Mayor Friedberg opened the floor for questions from the Mayor and City Council. Following questions, Mayor Friedberg closed the public hearing.

F. Close of the Public Hearing.

Mayor Friedberg announced that the public hearing was closed at 7:04 p.m. on Monday, April 2, 2018, and advised that the oral public comment period for the public hearing was closed. Written comments could be submitted to City Council in care of the City Clerk until noon on the Thursday preceding the meeting in which final deliberation would occur on the matter. It was anticipated that final deliberation would occur on Monday, April 16, 2018; therefore, written comments must be submitted to the City Clerk's office by noon on Thursday, April 12, 2018, to be included in the record of the proceedings.

G. Adjourn.

Mayor Friedberg announced that the public hearing was adjourned at 7:05 p.m. on Monday, April 2, 2018.

II. REGULAR MEETING

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

Mayor Friedberg called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 7:05 p.m. on Monday, April 2, 2018.

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

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

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

Also present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

C. Personal/Audience Comments.

Mayor Friedberg opened the floor for Personal/Audience Comments and asked if there was anyone present who would like to address City Council. Hearing none, and noting that no written comments in connection with tonight's meeting had been received, Mayor Friedberg moved to the next item on the agenda.

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.

Paul A. Hofmann, City Manager, presented the City Manager's Report dated April 2, 2018, to members of the City Council. The report included communication updates (overview of notices sent to residents via the City's website, including construction notices and detours, events and rain events), personnel activity, Council Municipal Facilities Tour, upcoming events, kudos (to Commander Deacon Tittel on an overview he recently provided to management staff regarding Hurricane Harvey and emergency preparedness); upcoming City Council meetings and agenda items, and words of appreciation to H-E-B for sponsoring a lunch 'n learn for City employees.

Mayor Friedberg opened the floor for questions from the Mayor and City Council. Following questions, Mayor Friedberg announced that the City Manager's Report was concluded and moved to the next report on the agenda.

2. Monthly Financial Report for the Period Ending February 28, 2018 - Submitted by Terrence Beaman, Chief Financial Officer.

Terrence Beaman, Chief Financial Officer, presented the Monthly Financial Report for the period ended February 28, 2018, to members of the City Council. The report included overviews of revenues and expenditures for the General Fund, Enterprise Fund and Debt Service Fund.

Mayor Friedberg opened the floor for questions from the Mayor and City Council. Following questions, Mayor Friedberg announced that the Monthly Financial Report was concluded and continued to the next section of the agenda, New Business.

E. New Business:

1. Adoption of Ordinance(s)/Resolution(s):

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, an "Application for Payment No. 4 – Final" with Central Tank Coatings, Inc., in the amount of \$26,940.00 for the Renwick Ground Storage Tank Rehabilitation project and authorizing the City to release retainage to Central Tank Coatings, Inc., on said project in the amount of \$26,940.00 – Submitted by Michael Leech, Director of Public Works.

Mayor Friedberg read the agenda item and entertained a motion to adopt the ordinance as presented authorizing the execution of the final application for payment and release of retainage to Central Tank Coatings, Inc., in the amount of \$26,940.00 for the Renwick Ground Storage Tank Rehabilitation Project.

Motion:

To adopt the ordinance as presented authorizing the execution of the final application for payment and release of retainage to Central Tank Coatings, Inc., in the amount of \$26,940.00 for the Renwick Ground Storage Tank Rehabilitation Project.

{Moved by David R. Montague, Council Member, and seconded by Neil Verma, Council Member}

Mayor Friedberg opened the floor for discussion on the motion, as well as questions for Director of Public Works Michael Leech. Following questions and discussion, action was taken on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	David R. Montague, Council Member
SECONDER:	Neil Verma, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute a "Statement of Work for the City of Bellaire Development Services Digitization" project in an amount not to exceed \$58,814.80, and a "Statement of Work for the City of Bellaire HR Record Digitization" project in an amount not to exceed \$19,470.00 with DataBank IMX, LLC, for the provision of document management services - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda item and entertained a motion to adopt the ordinance as presented authorizing the execution of two Statements of Work with DataBank IMX, LLC, for the provision of document management services, one in an amount not to exceed \$58,814.80 for the Development Services Digitization project, and the other in an amount not to exceed \$19,470.00 for the HR Record Digitization project.

Motion:

To adopt the ordinance as presented authorizing the execution of two Statements of Work with DataBank IMX, LLC, for the provision of document management services, one in an amount not to exceed \$58,814.80 for the Development Services Digitization project, and the other in an amount not to exceed \$19,470.00 for the HR Record Digitization project.

{Moved by David R. Montague, Council Member, and seconded by Michael Fife, Council Member}

Mayor Friedberg opened the floor for discussion and questions of staff. Following discussion and questions, action was taken on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	David R. Montague, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Verma, Pollard, Pappas, McLaughlan, Fife, Montague

2. Item for Individual Consideration:

Consideration of and possible action to direct that a new item be placed on future agendas titled "Meet the Future & Know the Past" to hear from residents and business owners regarding their perspectives of past events in Bellaire's history and their perspectives or insights about Bellaire today and in the future - Submitted by Trisha S. Pollard, Council Member.

Mayor Friedberg read the agenda item and invited Council Member Trisha S. Pollard to offer a motion to direct that a new item titled "Meet the Future & Know the Past" be placed on future agendas for a six-month trial period.

Motion:

To direct that a new item titled "Meet the Future & Know the Past" be placed on future agendas for a six-month trial period.

{Moved by Trisha S. Pollard, Council Member, and seconded by Michael Fife, Council Member}

Council Member Pollard referenced two recent occasions where she had an opportunity to meet a new resident of Bellaire with an interesting background and an existing resident of Bellaire that had served on the Planning and Zoning Commission who had written much of what was still in effect today in the City's Zoning ordinances. Those occasions resulted in the idea to place a new recurring item on the agenda. She indicated that over the six-month trial period, there would be six speakers addressing the past and six speakers addressing the present or future.

Discussion ensued among members of the City Council. Concerns were expressed as to the amount of time an additional item might add to meetings, which many felt were already too long and too packed with business.

RESULT:	FAILED [1 TO 6]
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Pollard
NAYS:	Friedberg, Verma, Pappas, McLaughlan, Fife, Montague

F. Community Interest Items from the Mayor and Council.

Community interest items from the Mayor and Council included commendations and expressions of thanks to the Patrons for Bellaire Parks for a fabulous Wine & Tapas Event; expressions of thanks to staff for providing a tour of municipal facilities for

members of City Council; reminders to attend and participate in the Trolley Run; and expressions of thanks to the Bellaire Police Department for helping to ensure the safety of patrons crossing Newcastle Drive to visit Evelyn's Park during recent events.

G. Adjourn.

Mayor Friedberg announced that the Regular Meeting was adjourned at 8:02 p.m. on Monday, April 2, 2018.



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

APRIL 16, 2018

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 6:00 P.M.

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

Andrew S. Friedberg, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 6:00 p.m. on Monday, April 16, 2018. The Regular Session was held in the Council Chamber, 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 was present as set forth in the table below:

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

Also 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 to The Flags - Andrew S. Friedberg, Mayor.

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

I. PUBLIC HEARING (SPECIFIC USE PERMIT FOR DRIVE-THROUGH FACILITY)

A. Reading of the Notice of Public Hearing - Tracy L. Dutton, City Clerk.

Tracy L. Dutton, City Clerk, read the "Notice of the Public Hearing" into the record. She advised that 90 properties were located within 500 feet of the site of the specific use permit and notices were mailed on March 21, 2018, to 74 property owners of record and assumed tenants (i.e., many of the properties were owned by the same property owner or owners). City Clerk Dutton also advised that the notice was published in the

Minutes Acceptance: Minutes of Apr 16, 2018 6:00 PM (Adoption of Minutes:)

legal notices section of the Southwest News on Tuesday, March 20, 2018, and posted on the City's official bulletin board and website on Wednesday, March 21, 2018.

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

Paul A. Hofmann, City Manager, summarized the public hearing procedure.

C. Presentation of Proposal:

Public Hearing on an application filed by Abdul Wali Ali, registered agent for Plaza Cleaners LLC d/b/a Hefner's Plaza Cleaners, as applicant, for a Specific Use Permit as required by the City of Bellaire Code of Ordinances, Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, to allow for the use of an already existing drive-through facility located at 5212 Bissonnet Street, as provided for in Section 24-537 B(2)a) of the City of Bellaire Zoning Code. The property is located within the Urban Village Downtown (UV-D) Zoning District - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda caption and invited Bill Stone of Stone & Stone, LLC, to present the proposal on behalf of applicant, Abdul Wali Ali, registered agent for Plaza Cleaners, LLC, d/b/a Hefner's Plaza Cleaners.

Bill Stone, Stone & Stone, LLC, advised that the current application for consideration was prepared and submitted to the City of Bellaire several months earlier. Mr. Stone advised that the application was in order and met the requirements of the Code of Ordinances of the City of Bellaire, Texas.

Mr. Stone stated that the build-out work would consist of reopening an existing drive-through lane and taking an existing window on the west side of the building at the drive-through and modifying it so that customers could drop-off their dry cleaning and laundry when the business was not open. Hours of operation were 7:00 a.m. until 7:00 p.m.

Mr. Stone noted that Hefner's Plaza Cleaners (Hefner's) had been a presence in the Bellaire downtown city corridor for at least 40 years. During that time, Hefner's occupied three different locations as follows: 5130 Bissonnet Street, 5204A Bissonnet Street, and now at 5212 Bissonnet Street. The new location was approved without a specific use permit as one was not required to relocate (i.e., without a drive-through facility). Actual cleaning and laundry services were performed at a different location, which was at 6208 South Rice Avenue in Bellaire, Texas. The current location, like the previous location, was strictly a drop-off and pick-up facility.

Mr. Stone also advised that Hefner's Plaza Cleaners was the lessee of Sagstex Investments (Sagstex). Sagstex had owned the building for over 20 years. The structure was originally a drive-in banking facility operated by Citizens National Bank. The bank had four drive-in lanes running north and south off Cedar Street. Granting a specific use permit for the drive-through lane would benefit Mr. Ali's customers in several ways. For instance, the overheard roof would cover cars in the drive-through lane. Secondly, for those customers with mobility issues, the drive-through lane could be used and employees would assist those customers with the drop-off of their clothes. For those customers with young children that could not be left unattended in their cars, employees could meet the parents at their cars to assist them with the drop-off of their clothes.

Customers utilizing the drive-through lane and window would be there for a very

short period, that being just enough time for an employee to come to their car, take clothing, and issue a claim check for customers to use to come back and pick up their dry cleaning and/or laundry. The drop-off window would be used during off-hours (from 7:00 p.m. until 7:00 a.m.). Customers using the drop-off window would only be there for a few minutes. The drive-through lane was long enough to allow five cars to queue in the lane. Cars would enter the drive-through lane from the west through the existing alley between the applicant's business and Casa Dominguez; from the north via Cedar Street; and from the east through the lessor's property between the applicant's business and Thai Cottage Restaurant's new location. Cars could exit the alley previously mentioned or proceed east through the drive area next to parking and the Brisket Bar-B-Q and Thai Cottage Restaurants.

Mr. Stone advised that city staff determined that parking was adequate for the business. The sole focus of the application was to allow Mr. Ali to use the far west drive-in lane for customers during work hours and for customers dropping off their clothing at a drop-through window when the business was closed for the day.

Mr. Stone thanked City Council for their consideration of the application and asked that the application be approved for a specific use permit to be issued to the applicant.

D. Public Comment.

Mayor Friedberg announced that there were no speakers on the City's sign-in sheet used for that purpose. He inquired as to whether anyone present wished to give oral comment on the subject matter of the public hearing. Seeing no members of the public present for comment, Mayor Friedberg continued to the next item on the agenda.

E. Questions from the Mayor and City Council.

Mayor Friedberg opened the floor for questions from the Mayor and City Council. Following questions, Mayor Friedberg closed the public hearing.

F. Close of the Public Hearing.

Mayor Friedberg announced that the public hearing was concluded and advised that because the subject matter of the public hearing was scheduled for final deliberation later in the evening, further public comment on the matter would not be received. The public hearing was closed at 6:17 p.m. on Monday, April 17, 2018.

G. Adjourn.

Mayor Friedberg announced that the public hearing was adjourned at 6:17 p.m. on Monday, April 16, 2018.

II. REGULAR MEETING

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

Mayor Friedberg called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 6:17 p.m. on Monday, April 16, 2018.

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

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

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

Also present were Paul A. Hofmann, City Manager; Alan P. Petrov, City Attorney; and Tracy L. Dutton, City Clerk.

Mayor Friedberg advised that he wished to make a quick announcement before getting underway with the Regular Meeting this evening. He indicated that two weeks prior to this evening, the City Council held a public hearing on a petition for an alley abandonment. Deliberation of that matter was anticipated to occur on this evening's agenda, but at the request of the petitioners, the matter has been rescheduled to the City Council Regular Session to be held on May 7, 2018. Oral comments related to that subject matter remained closed following the public hearing from two weeks ago, but written comments would continue to be accepted until noon on the Thursday preceding deliberation (i.e., Thursday, May 3, 2018).

As a quick aside, Mayor Friedberg noted that he read with great interest a newspaper headline last week stating that City Council had said "no deal" to the sale of the easement in the public hearing. He advised that City Council had not taken any such action.

C. Approval of Minutes:

Consideration of and possible action on the adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, March 5, 2018 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Mar 5, 2018 7:00 PM

Mayor Friedberg asked if there were any corrections to the minutes as presented. Hearing no corrections, **Mayor Friedberg advised that the minutes were adopted as presented.**

D. Personal/Audience Comments.**Robert Riquelmy:**

Mr. Riquelmy addressed City Council about police matters. He advised that he found the item on the agenda this evening regarding taking public contributions to the Police Department as step two in the oligarchs' takeover of the Police Department. Mr. Riquelmy stated that private people should not be running or unduly influencing the Police Department in his opinion. He also expressed concern that the City had lost police officers, residents, and people passing through.

After ensuring that there were no further oral comments, **Mayor Friedberg** announced that the City had not received any written comments and that personal/audience comments were concluded.

Mayor Friedberg next asked if there was any objection to suspending the City Council's Rules of Procedure to consider agenda item F.1., consideration of the specific use permit that was the subject of the public hearing held earlier in the meeting, prior to the City Manager's Report. Hearing no objection, **Mayor Friedberg announced that the Rules of Procedure were suspended by general consent and item F.1. was considered at this point in the meeting.**

E. Reports and Presentations:

Note: Agenda item F.1., consideration of the granting of a specific use permit to operate a drive-through drop-off and pick-up cleaners and laundry, was considered at this point in the meeting. Following consideration of agenda item F.1., City Council returned to agenda item E., then considered the remainder of the agenda in the order in which it was written.

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

Paul A. Hofmann, City Manager, presented the City Manager's Report (Report) dated April 16, 2017. The Report consisted of an overview of communications provided over the last few weeks. City Manager Hofmann reported on the City's online newsletter, The Boulevard, noting that the newsletter would be produced monthly beginning in June or July of this year (the newsletter was previously produced on a quarterly basis). Other topics included in the Report were updates on personnel activity (Director's Budget Planning Session), recent events (Party at the Pavilion; Spring Used Book Sale for the Bellaire City Library; and the unveiling of the Alice in Wonderland sculpture at Evelyn's Park), upcoming events (Evelyn's Park One-Year Anniversary celebration; Party at the Pavilion; International Fest sponsored by the Cultural Arts Board; Touch a Truck co-sponsored by Evelyn's Park and the Bellaire Police Department; and Neighborhood Meeting with businesses and property owners adjoining the Spruce/Fifth Street project); future Council meetings and agenda items.

Acknowledging recent social media postings and a newspaper article which had raised concerns from members of the City Council and residents, City Manager Hofmann devoted much of his Report to the topic of substandard and abandoned homes in Bellaire.

Mayor Friedberg opened the floor for questions of the City Manager from the Mayor and Council. Questions from the City Council were focused on the City Manager's report concerning the City's efforts to address substandard and abandoned homes, and further discussion on this subject ensued. Following questions, Mayor Friedberg announced that the City Manager's Report was concluded.

F. New Business:

1. Adoption of Ordinance(s)/Resolution(s):

Note: Following consideration of agenda item F.1., City Council returned to agenda item E., then considered the remainder of the agenda in the order in

which it was written.

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, granting Specific Use Permit S-91 to Plaza Cleaners LLC d/b/a Hefner's Plaza Cleaners for the purpose of operating a drive-in drop-off and pick-up cleaners and laundry facility by utilizing an already existing drive-through facility located at 5212 Bissonnet Street, Bellaire, Texas, in the Urban Village Downtown (UV-D) Zoning District - Submitted by ChaVonne Sampson, Director of Development Services.

Mayor Friedberg read the agenda caption and entertained a motion to adopt the ordinance as presented granting Specific Use Permit S-91 for Plaza Cleaners, LLC, d/b/a Hefner's Plaza Cleaners, to utilize the drive-through facility at 5212 Bissonnet Street.

Motion:

To adopt the ordinance as presented granting Specific Use Permit S-91 for Plaza Cleaners, LLC, d/b/a Hefner's Plaza Cleaners, to utilize the drive-through facility at 5212 Bissonnet Street.

{Moved by Neil Verma, Council Member, and seconded by Trisha S. Pollard, Council Member}

Mayor Friedberg opened the floor for discussion on the motion. Seeing no discussion, Mayor Friedberg called for a vote on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Verma, Council Member
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Pappas, Verma, Pollard, McLaughlan, Fife, Montague

2. Item for Individual Consideration:

Consideration of and possible action on a request from the Bellaire Police Department and the Bellaire Fire Department to make grant applications to the Bellaire Police and Fire Foundation for funding, as well as approval to accept any subsequent funding/donation - Submitted by Byron Holloway, Chief of Police, on behalf of the Police and Fire Departments.

Mayor Friedberg read the agenda caption and recognized Byron Holloway, Police Chief, and Darryl Anderson, Fire Chief, to introduce the agenda item.

Byron Holloway, Chief of Police, advised that the agenda item requested the approval of the submission of eight funding requests to the Bellaire Police and Fire Foundation and, if approved by the Foundation, to accept any subsequent donations. Three of the requests totaling \$43,000 were submitted by the Fire Department, and the remaining five requests totaling \$140,343 were submitted by the Police Department.

Mayor Friedberg opened the floor for questions related to the grant requests. Following questions, **Mayor Friedberg asked if there was any objection to the request for authorization to make the grant applications, as well as approval to accept any subsequent funding.**

Minutes Acceptance: Minutes of Apr 16, 2018 6:00 PM (Adoption of Minutes:)

Hearing none, Mayor Friedberg announced that the request was approved by general consent.

G. Community Interest Items from the Mayor and City Council.

Community interest items from the Mayor and Council included expressions of congratulations and appreciation to the Rubenstein Family for their donation of an Alice in Wonderland sculpture for Evelyn's Park; expressions of encouragement for everyone to go by and see the beautiful sculpture; expressions of thanks to staff for the recent restriping work that had been done around the City; expressions of congratulations to the Bellaire City Library on their recent award and to staff for their efforts on the annual Trolley Run; expressions of thanks to Condit Elementary School for inviting Mayor Friedberg to address the kindergarten class; and a reminder to attend the Evelyn's Park One-Year Anniversary celebration on April 21, 2018.

H. Adjourn.

Mayor Friedberg announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 8:05 p.m. on Monday, April 16, 2018.

Minutes Acceptance: Minutes of Apr 16, 2018 6:00 PM (Adoption of Minutes:)



**SCHEDULED
ORDINANCE (ID # 2509)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating Amegy Bank as the City's depository bank and authorizing the City Manager of the City of Bellaire, Texas, to execute a depository agreement and any other necessary documentation with Amegy Bank - Submitted by Terrence Beaman, Chief Financial Officer.

Background/Summary:

Depository services are crucial to the City's operation. The City's Comprehensive Financial Management Policy Statement directs the City to select its official bank depository through a formal bidding process, and further directs the City to bid depository services at least every five (5) years. The current bank depository agreement is five (5) years old, therefore, the City bid out the bank depository services.

The City's current depository contract with Amegy Bank expires July 29, 2017, which includes a 90-day automatic extension. The City requested proposals for a new five (5) year depository contract beginning May 1, 2018. Four (4) banks submitted proposals: Amegy Bank, BBVA Compass Bank, Capital One Bank, and Frost Bank. City staff evaluated all four (4) proposals and recommends the City award Amegy Bank the depository contract.

The following are the primary objectives for the City's depository services relationship:

- to seek a bank that is both capable of providing comprehensive depository services, and willing to be attentive to the City's money matters;
- to maximize the total dollars earned by the City on account balances in order to be prudent and effective custodians of the taxpayers' financial resources;
- to maintain a good working relationship with the bank;
- to adequately compensate the depository bank for services provided and to allow a reasonable profit to be earned, subject to competitive forces in the market place; and
- to fully comply with the requirements of Texas Local Government Code Chapter 105, as amended.

The RFP process was executed as follows:

On March 19, 2018:

- The City sent a Request for Proposals (RFP) to nineteen (19) banks known to provide

public funds depository services.

- The City posted the RFP on its website.
- The City published an Advertisement of Notice in Bankers Digest.

On March 20, 2018, the City published an Advertisement of Notice in Southwest News.

Prior to the 10:00 a.m. deadline on April 13, 2018, the City received proposals from the following four (4) banks:

- Amegy Bank
- BBVA Compass Bank
- Capital One Bank
- Frost Bank

City staff evaluated each of the four (4) responding banks based on the following criteria:

- The estimated net cost of depository services (fees charged by the bank for services provided less the amount of the anticipated earnings credit)

Frost Bank's gross fees were higher than the other three (3) banks' fees; however, Frost Bank offered a more generous earnings credit, which results in net fees of all four (4) banks being similar. Amegy offers an annual earnings credit settlement versus a monthly settlement offered by all the other banks. The annual settlement means any excess earnings credit in a given month is carried forward to future months within the same calendar year to offset fees in those future months. Likewise, net fees owed are carried forward and future earnings credits can be applied against them. The annual settlement is beneficial, especially since our average collected balances can vary significantly due to the seasonality of property tax revenue collections.

- The bank's ability to provide the City with effective and innovative cash management services

All four (4) banks offer a full suite of services that are more than adequate to meet the needs of the City.

- The bank's financial viability

All four (4) banks are reasonably safe and sound. All four (4) meet the FDIC's definition of a well capitalized bank; however, Amegy Bank and Frost Bank are clearly ahead in this category as they have stronger capital ratios, lower non-earning assets,

past due loans, and loan write-offs, higher net income as a percentage of assets, and better efficiency ratios.

- The bank's experience and success in providing depository services to similar public entities as substantiated by references provided
- The bank's references

Both of the immediately above two criteria relate to references, and were evaluated as one. Staff looked at the references provided, including similarity to the City and tenure of the bank as the depository service provider, and we reached out to the references provided asking their evaluation of their respective bank. All respondents received high ratings from their references; however, Amegy and Frost were the leaders in this category due to their length of service (tenure) as the deposit service provider for their references, and as each provided three cities as references.

- The location of the nearest branch of the bank

Each of the respondents has a branch conveniently located within one (1) mile of City Hall.

- The location of the bank's lockbox processing center

Each of the respondent's lockbox processing centers is located in Houston.

- The bank's experience working with the City of Bellaire

Amegy has been the City's deposit service provider since 2008. The City's experience with Amegy has been excellent. Amegy offers every treasury management service the City needs. City staff has found Amegy to be very responsive. Prior to Amegy, the City's deposit service provider was Wells Fargo. The City has not previously utilized the services of BBVA Compass Bank, Capital One Bank, or Frost Bank.

Based on the evaluation of the four (4) banks, it was determined that Amegy Bank was best suited to provide the necessary depository services to meet the objectives of the RFP.

Previous Council Action Summary:

The previous contract for depository services was awarded to Amegy Bank on April 1, 2013 with Ordinance No. 13-019.

Fiscal Impact:

Gross bank fees averaged approximately \$3,250 per month, or approximately \$39,000 in

total for FY 2017, excluding third party pass through fees of approximately \$12,200 for armored car service. Amegy Bank's proposed fees are essentially unchanged from the current fees, except for the more generous earnings credit rate of 1.1% versus the existing rate of 0.85%. Therefore, we anticipate the annual gross fees, excluding third party pass through fees, to continue to be approximately \$40,000.

Earnings credit is similar to interest income. Our account earns a "credit" based on the average collected balance of the account and the earning credit rate. Higher average collected balances and higher earnings credit rates result in larger earnings credits. The earnings credit is then used to offset (reduce) the monthly banking fees. Earnings credit in excess of fees has no benefit. It is not credited to the City's account as interest would.

Historically the City has minimized banking fees by taking advantage of the earnings credit that offsets the banking fees. As a result, the City's actual banking fees were \$0, \$8,731, and \$7,281 in FY 2015, FY 2016, and FY 2017, respectively. FY 2018 is budgeted for \$7,025. In the upcoming FY 2019 budget, we plan to budget a larger amount for banking fees. The interest rate paid on TexPool funds exceeds the earnings credit rate; therefore, we plan to hold more of the cash balance at TexPool. While the bank fees expenditure will increase, the increase in interest income will more than offset the increase in bank fees. For example, using the 1.1% earnings credit rate being offered by Amegy, the City would need to maintain average collected deposits of \$3,545,455 to earn an earnings credit of \$39,000, which would reduce a \$39,000 bank fee to \$0. However, if those \$3,545,455 of deposit funds were held in a TexPool Prime account they would earn \$69,845 at the current 1.97% TexPool Prime yield, which is approximately \$30,845 more than the earnings credit. Of course, the City has to maintain some average collected balances at the primary bank for efficiency of operations; however, we expect to maintain lower balances in order to take advantage of yields in excess of the earnings credit rate.

Recommendation:

Terrence Beaman, Chief Financial Officer, recommends approval of this item.

ATTACHMENTS:

- Ordinance for Depository Services (DOCX)
- Depository Agreement 2018 (DOCX)
- Evaluation Scoring Matrix (PDF)



ORDINANCE NO. 18-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, DESIGNATING AMEGY BANK AS THE CITY'S DEPOSITORY BANK AND AUTHORIZING THE CITY MANAGER OF THE CITY OF BELLAIRE, TEXAS, OR HIS DESIGNEE TO EXECUTE A DEPOSITORY AGREEMENT AND ANY OTHER NECESSARY DOCUMENTATION WITH AMEGY BANK.

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

SECTION 1. THAT Amegy Bank is hereby designated as the Depository Bank for the City of Bellaire, Texas.

SECTION 2. THAT the City Manager of the City of Bellaire, Texas, or his designee is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, a depository agreement and any other necessary documentation with Amegy Bank.

SECTION 3. THAT the agreement between the City of Bellaire, Texas, and Amegy Bank shall be for a period of five years beginning May 1, 2018, and expiring April 30, 2023.

PASSED and **APPROVED** this 7th day of May, 2018.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: Ordinance for Depository Services (2509 : Award Contract for Depository Services)

**DEPOSITORY AGREEMENT FOR
CITY OF BELLAIRE, TEXAS**

STATE OF TEXAS §

COUNTY OF HARRIS §

This Depository Agreement, hereinafter referred to as "Contract," is made and entered into effective the 1st day May, 2018 by and between the City of Bellaire, Texas, hereinafter referred to as "City," acting by and through its City Manager, hereunto duly authorized by the City Council of the City, and ZB, N.A. dba Amegy Bank, hereinafter referred to as "Depository."

WITNESSETH:

WHEREAS, the City requested and received Requests for Proposals, hereinafter referred to as "bids," for the depository of certain City funds; and,

WHEREAS, Depository submitted the most advantageous bid and was, therefore, duly designated as the City depository by the City Council, hereinafter referred to as "City Council," on May 7, 2018, to serve as depository from May 1, 2018 through April 30, 2023, and up to 90 days thereafter until a successor depository shall be duly selected; now therefore:

1. That pursuant to an Ordinance approved by Council on May 7, 2018, Depository is designated as the depository for the demand deposits of the City for a period commencing on May 1, 2018 and continuing through April 30, 2023, and up to 90 days thereafter until a successor depository shall be duly selected.

2. Depository agrees to follow, abide, and be bound under the terms of the bid which it submitted to, and which was accepted by, the City.

3. Depository states that it is a bank, credit union, or savings association (as those terms are defined in Section 105.001, Texas Local Gov't. Code (Act of May 20, 1993, Ch. 234, §1, 1993 Tex. Session Law Serv., 487) and is either doing business within the City or offers

the services required by this contract at a place of business located within the State of Texas.

4. Notwithstanding any other provision contained in this Contract to the contrary, the City reserves the right to invest its funds in other banking institutions in accordance with the Public Funds Investment Act of 1987, Chapter 2256 Tex. Gov't. Code (Acts of May 22, 1993, Ch. 268, §1, 1993 Tex. Session Law Serv., 804). In the event the City shall desire to convert a part or all of the public funds invested under this Contract, to cash or in such other manner as the City desires, Depository agrees to make such funds available without delay, subject to regulations imposed by appropriate bank regulatory authorities; City agrees that upon payment of said funds to the City, it shall provide a release of securities pledged by Depository as collateral against such funds as provided for in the bid.

The term "funds" means all cash, securities, investments, sinking funds, trust funds and other funds or assets that may come into the possession of Depository by virtue of this Contract.

SIGNED AND EXECUTED in duplicate originals on this ____ day of _____, 2018.

CITY OF BELLAIRE, TEXAS

Paul A. Hofmann, City Manager

ATTEST:

Tracy Dutton, City Secretary

Depository: _____

By: _____

Title: _____

City of Bellaire - RFP No. 18-006 Depository Services Evaluation Matrix

The evaluation of the proposals will be made based on the criteria listed below. Incomplete proposals will not be considered under any circumstances.		Amegy Bank	BBVA Compass Bank	Capital One Bank	Frost Bank
		Rating	Rating	Rating	Rating
Criterion:	Maximum Value				
The estimated net cost of depository services (net amount of the anticipated earnings credits on available account balances less the fees charged by the Bank for services provided)	20	15	16	16	13
The Bank's ability to provide the City with effective and innovative cash management services.	15	15	15	15	15
The Bank's financial viability.	20	20	15	15	20
The Bank's experience and success in providing depository services to similar public entities as substantiated by references provided.	15	15	12	12	15
The Bank's references. <i>(Evaluation of this item was included with the immediately preceeding item.)</i>	n/a	n/a	n/a	n/a	n/a
The location of the nearest branch of the Bank.	10	10	10	10	10
The location of the Bank's lockbox processing center.	10	10	10	10	10
The Bank's experience working with the City of Bellaire.	10	10	0	0	0
Total	100	95	78	78	83

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: Parks, Recreation and
Facilities
Category: Change Order
Department Head: Karl Miller
DOC ID: 2513

SCHEDULED**ACTION ITEM (ID # 2513)****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 City Manager of the City of Bellaire, Texas, to execute for and on behalf of the City of Bellaire, Texas, Change Proposals CP-001T R3, CP-002T, and CP-003T to the Guaranteed Maximum Price (GMP) Contract with Horizon | Christensen Group, Joint Venture, in the amount of \$68,384.00 for the purpose of addressing additional needs of the Police Department during their occupancy of the temporary facilities within City Hall - Submitted by Michelle Jordan, Project Manager.

Background/Summary:

The City of Bellaire has entered into a Guaranteed Maximum Price contract with Horizon | Christensen, a Joint Venture, on April 14, 2017, which included work to construct temporary facilities inside the existing City Hall Civic Center space to house the Bellaire Police / Courts operations and staff during construction of the new City Hall / Civic Center and the new Police / Court buildings.

The architect and contractor agreed during the bidding process that the design documentation was not intended to be comprehensive for the remodeling work. Instead, that scope of work was intended to be more in line with a Design / Build project, which means that general guidelines for what to construct was included, but many of the details were left to be worked out in the field.

During the construction, field walks with the City of Bellaire Police Department staff were conducted, and items in the temporary space were identified as necessary for the proper and safe operation of the facility during its occupancy. Examples of the identified items include:

- Additional fencing to encompass the exterior sally port area.
- Additional concrete and metal plates to allow for safe movement within the sally port area.
- Modifications to the interior to improve safety in the lobby, allow for reuse of existing equipment in lieu of purchasing new, and providing additional adequate power and data connections to equipment.

In addition, there were several items that were added to the temporary build out project based on recommendations of the architect, which included electrical work to the Fire Station, which houses Dispatch during this transition period. Examples include:

- Installation of bullet resistant panels surrounding the area where Dispatch is housed.
- Electrical changes to the Fire Station necessary for proper function and safety of Dispatch operations.

After careful review by the Project Manager and the Architect, it has been determined that the items included in this Change Order were not part of the original contract, and it is appropriate and reasonable to compensate the Contractor for the scope of work performed and identified in this Change Proposal. The work performed under this Change Proposal was

completed in July 2017. Shortly thereafter, Hurricane Harvey impacted the City of Bellaire, and the delivery of this Change Proposal was delayed as a result. Only after it was received by the City of Bellaire was the Project Manager and Architect able to begin the careful review, which is why Council is presented this item at this time.

The overall project budget has included an Owner's Contingency in the amount of \$400,000.00 for use in a case such as this. Prior to this request, the City has utilized \$16,435.00 of the Contingency for removal of additional concrete during demolition. If approval of this Change Order is granted, the Owner's Contingency available amount will be \$315,181.00 to be used for future needs, including potential use for purchase of Furniture, Fixtures, and Equipment (FFE).

An updated budget for FFE is provided to Council each time approval for purchase of items is requested. There have been no significant procurements or cost changes since the last update given to Council on March 5, 2017. At that time, the budget for FFE was identified as follows:

City Hall Subtotals	\$	820,208.74
PD / Court Subtotal	\$	1,298,921.23
TOTAL	\$	2,119,129.97

Previous Council Action Summary:

The City of Bellaire City Council approved the Guaranteed Maximum Price contract with Horizon | Christensen, a Joint Venture, on April 14, 2017 in the amount of \$16,267,606.00.

Fiscal Impact:

Funding for this Change order is held in the Project Account 620-5-2000-999-228 within the Owner's Contingency reserve.

City Attorney Review:

Yes

Recommendation:

Michelle Jordan, Project Manager, recommends Council approve an ordinance authorizing the City Manager of the City of Bellaire to execute Change Proposals (CP) 001T R3, CP-002T, and CP-003T with Horizon | Christensen Group, Joint Venture, in the amount of \$68,384.00 for additional costs for the temporary build out of City Hall.

ATTACHMENTS:

- Ordinance - Change Order - temp build out (DOCX)
- CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (PDF)



ORDINANCE NO. 18-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AUTHORIZING THE CITY MANAGER OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, CHANGE PROPOSALS (CP) 001T R3, CP-002T, AND CP-003T TO THE GUARANTEED MAXIMUM PRICE CONTRACT WITH HORIZON | CHRISTENSEN GROUP, A JOINT VENTURE, IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A," IN THE AMOUNT OF \$68,384.00 FOR THE PURPOSE OF ADDRESSING ADDITIONAL NEEDS OF THE POLICE DEPARTMENT DURING THEIR OCCUPANCY OF THE TEMPORARY FACILITIES WITHIN CITY HALL.

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

THAT the City Manager of the City of Bellaire, Texas, is hereby authorized to execute for and on behalf of the City of Bellaire, Texas, Change Proposals (CP) 001T R3, CP-002T, and CP-003T to the Guaranteed Maximum Amount Contract with Horizon | Christensen Group, a Joint Venture, in a form as attached hereto and marked as Exhibit "A", in the amount of \$68,384.00 for the purpose of addressing additional needs of the police department during their occupancy of the temporary facilities within city hall. **PASSED** and **APPROVED** this 7th day of May, 2018.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

Attachment: Ordinance - Change Order - temp build out (2513 : Municipal Facilities - Temp Buildout Change Order)

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney



March 16, 2018

Michelle Jordan
City of Bellaire Parks, Rec and Facilities
7008 South Rice Avenue
Bellaire, Texas 77401

Re: City of Bellaire Municipal Facilities Project
Subject: Change Proposals (CP) 001-T R3; CP-002T, & CP-003T

Michelle,

We respectfully submit our proposals broken down into separate categories as requested for an increase to our contract in the amounts listed below for the revisions associated with Work Changes Proposal Request #001 dated August 14, 2017 and for additional scopes of work requested during construction by Bellaire personnel for the above referenced project.

- CP-001T r3 – \$54,141 for changes and /or additional scopes of work requested during the course of construction by Bellaire personnel
- CP-002T – \$14,243 for work associated with PGAL WCPR-001T
- CP-003T - \$0 for additional work associated with both of the above but at no cost to the Owner

Please indicate your acceptance of these change proposals by signing and returning one (1) copy.

Sincerely,

Kelsey Heien

Attachments: CP-001Tr3 & backup; CP-002T & backup; CP-003T & backup
Cc: PGAL

APPROVALS:

Michelle Jordan – Date
City of Bellaire

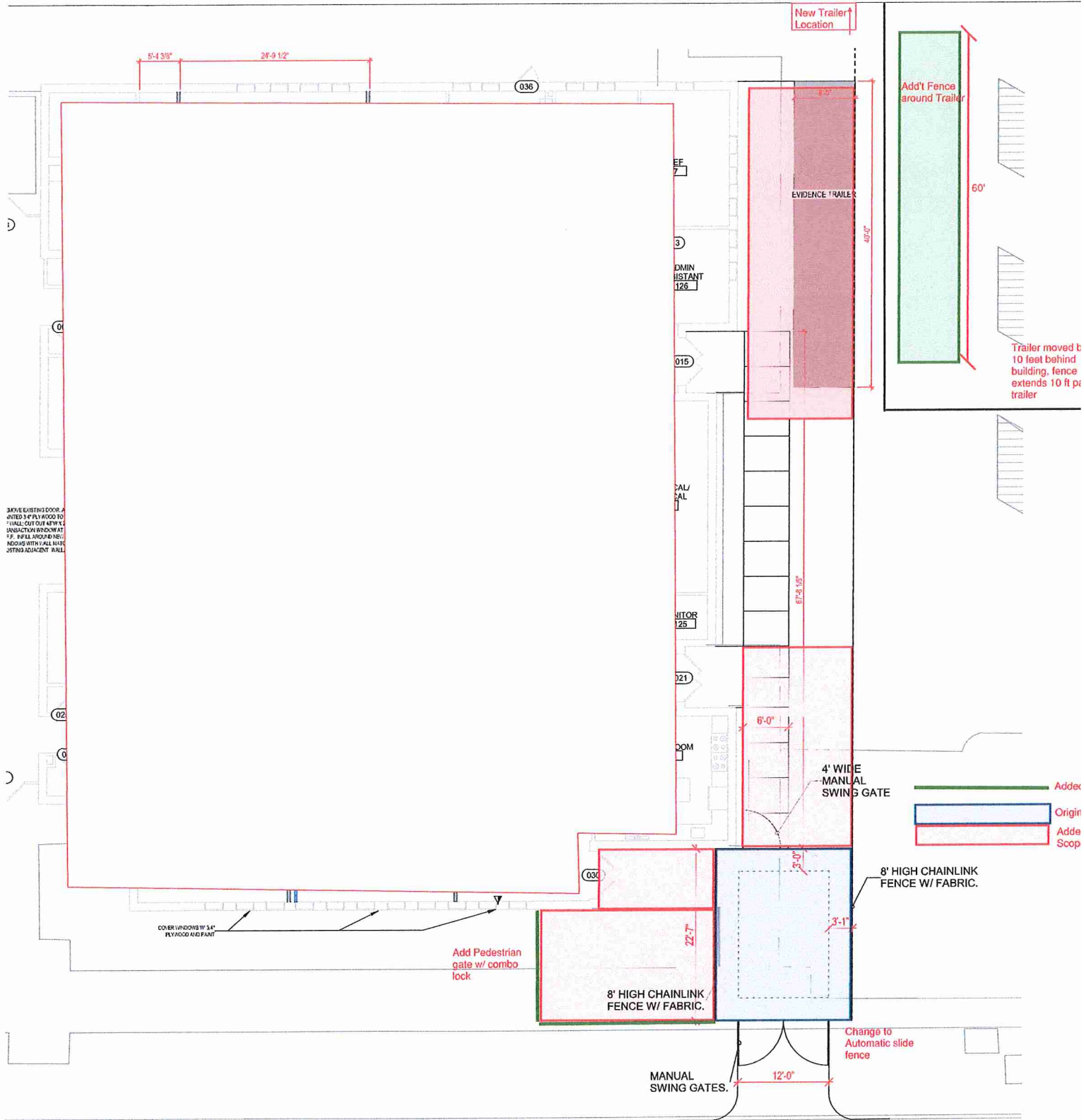
Paul Hofmann – Date
City of Bellaire

Alex Luong – Date
PGAL

2018.04.27

See Backup for Sub Breakdowns/Add't Detail/Photos/Etc.

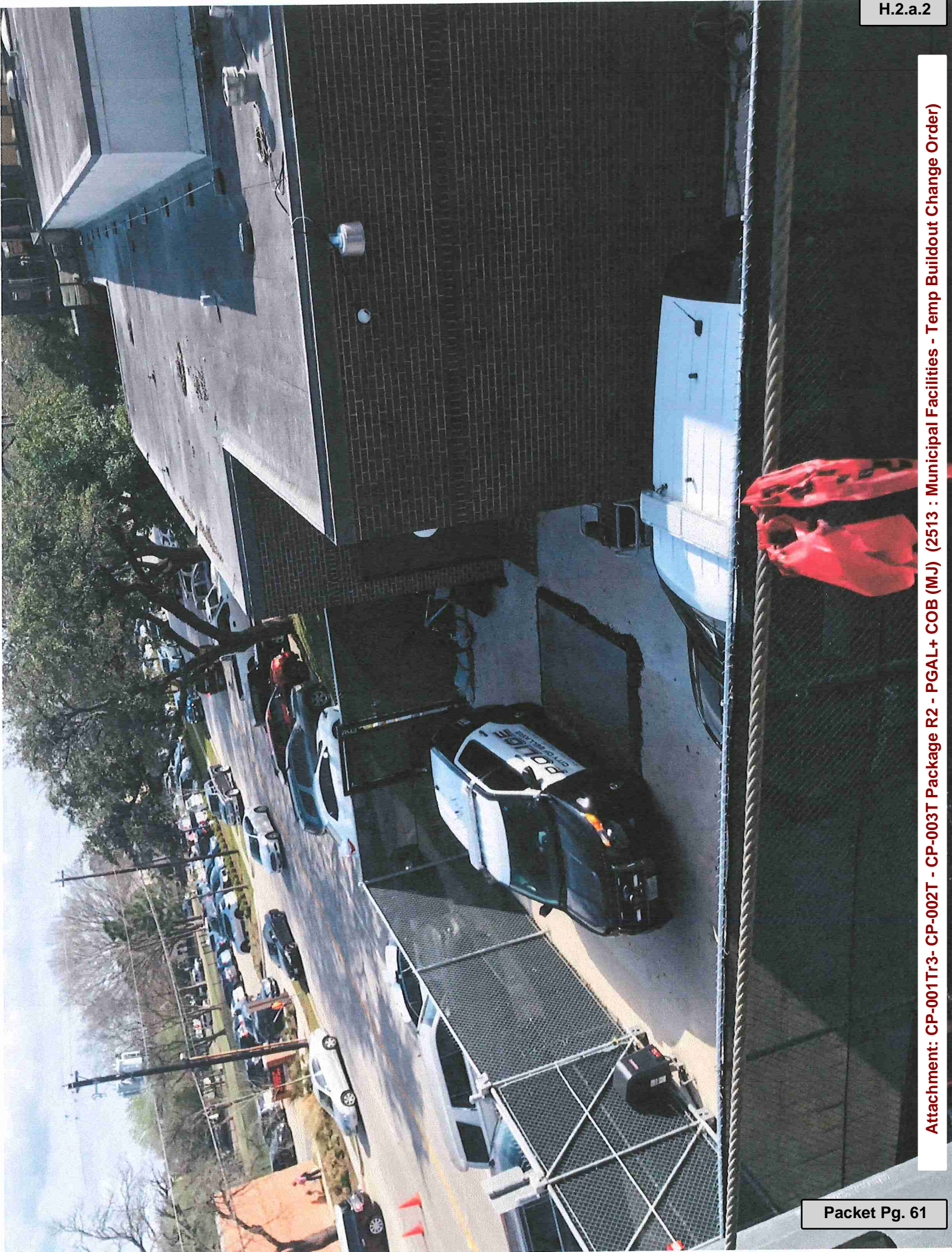
Packet Pg. 58

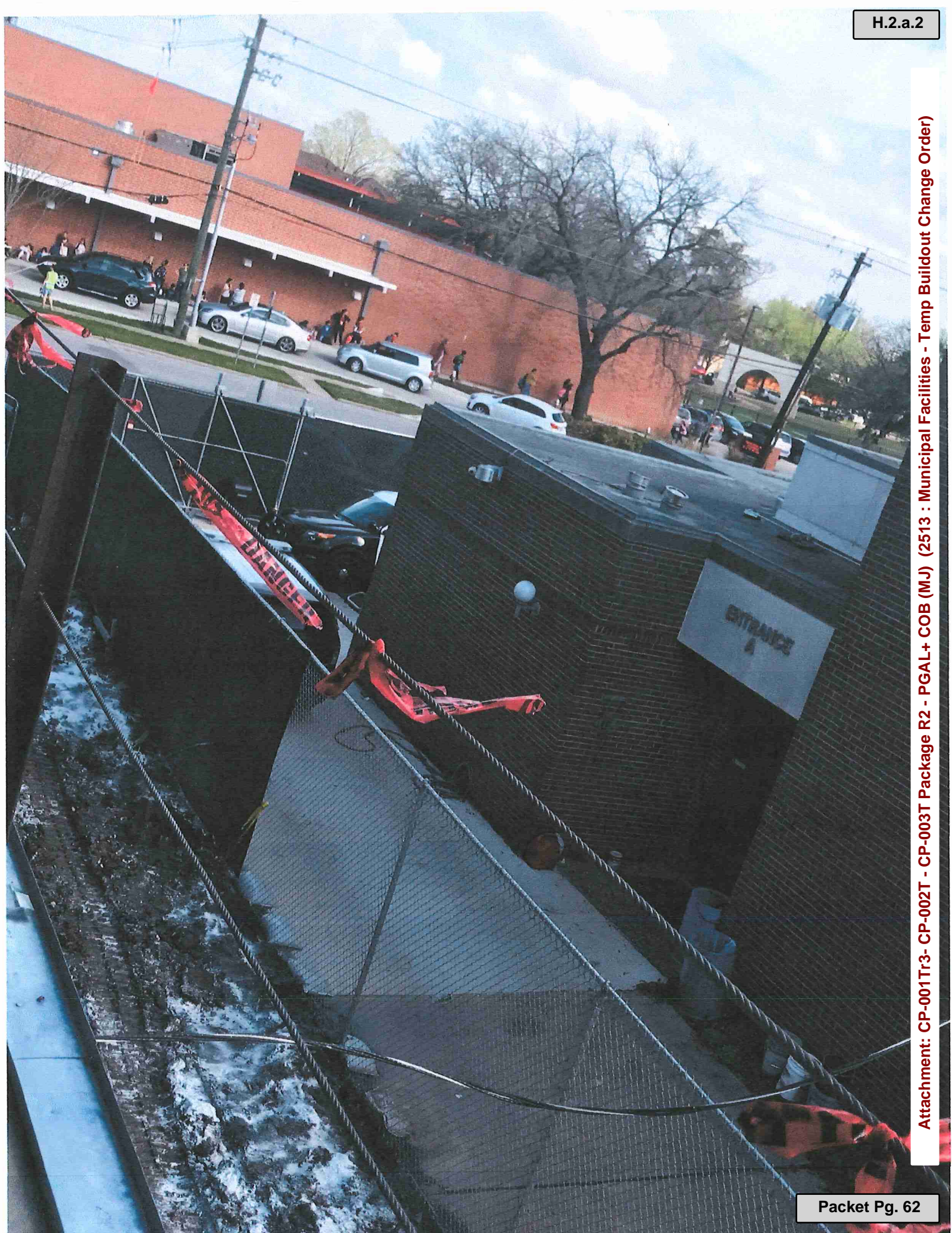


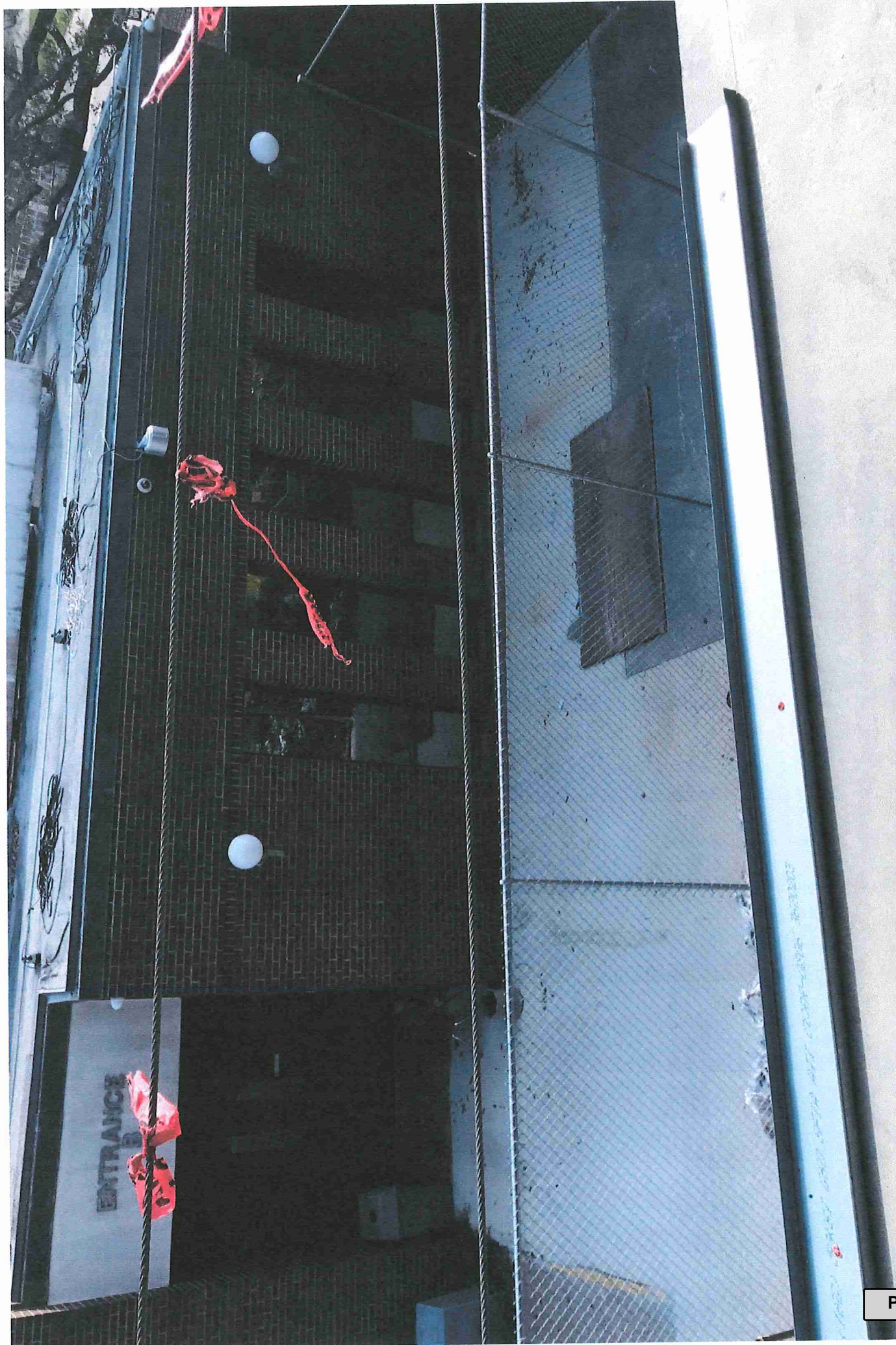
CITY HALL FLOOR PLAN 1/8" = 1'-0" 2

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)











Kelsey Heien

From: Jason Galan <jgalan@anchortexas.com>
Sent: Thursday, July 13, 2017 7:19 AM
To: Kelsey Heien
Subject: RE: Bellaire - Anchor Fence - Amount Clarifications

Kelsey,

This is what I have thus far:

\$5,661 for the first build out - footages increased from original measurement from where the trailer first was setting, plus there was an additional gate added.

\$13,818 for the part 2 built out, with access control and gates

\$3,752 for the construction office temp fence

\$23,231 should be the contract total.

Then I need a C/O for \$871 for the mechanical lock.

From: Kelsey Heien [mailto:kheien@hgiusa.com]
Sent: Wednesday, July 12, 2017 5:30 PM
To: Jason Galan (Jgalan@anchortexas.com) <jgalan@anchortexas.com>
Subject: Bellaire - Anchor Fence - Amount Clarifications

Jason – I know we spoke about this but I cannot find my notes. I started to send out the contract and need some backup on amount.

Please help with a quick run down on the price increase on the Temp Fence around the sally port.

Original quote - \$9,383 – what was missing? Additional footage from the temporary build-out side and the access control.

Revised Quote – 15,385 – including automatic gate and add't fencing??

Revised Quote 6/23/17 – 5,661 – fence around trailer/OT

Revised Quote 6/26/17 - \$13,818 – remaining temp build out fencing

I know we agreed to premium for the rush/OT for the fence around the trailer.

I'm trying to break down that rush, the automatic gate opener, and the add't fence around the trailer (I think this was not on original bid and automatic gate) so I can justify it to the Owner.

I tried to call you but only have your work. If you want to call me, we can walk through it.

As soon as I can clarify, I will issue contract.

Apologies for the repeat request and delayed contract.

Thanks

Kelsey

Kelsey Heien
 Project Manager
 Horizon | Christensen, a Joint Venture
 cell (713) 416-3656
kheien@hgiusa.com



ANCHOR GROUP INC.

WWW.ANCHORTEXAS.COM

803 E. Whitney
Houston, TX 77022

ANCHOR FENCE
ANCHOR SECURITY TECHNOLOGIES

ANCHOR ACCESS CONTROL
TEXAS VINYL SYSTEMS

PHONE: 713-699-0722
FAX: 713-699-2822

QUALIFIED PROPOSAL

June 23, 2017

Horizon Group International

Attn: Thai Tu

RE: Bellaire Municipal Facilities Temp Build Out

ANCHOR FENCE PROPOSES TO SUPPLY AND INSTALL THE FOLLOWING SCOPE OF WORK:

Temporary Fence

- Install approx. 160' of 8' Temporary Fence with Wind Screen.
- Sch40 frame work.
- Install 1 – 4'x 8' walk gate with 180* hinges and fulcrum latch.
- Install 1- 4'x 6' walk gate with 180* hinges and fulcrum latch.

Total Base Price \$5,661.00

Note: Price reflects weekend overtime pay rate.

OTHER EXCLUSIONS: Clearing, grading, property utilities locates, permits, engineering, survey, high voltage wiring, taxes, concrete work and all dirt will be spread on site.

Best Regards,

Jason Galan
Project Estimator
JGALAN@ANCHORTEXAS.COM

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)



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Houston, TX 77022

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ANCHOR SECURITY TECHNOLOGIES

ANCHOR ACCESS CONTROL
TEXAS VINYL SYSTEMS

PHONE: 713-699-0723
FAX: 713-699-2824

QUALIFIED PROPOSAL

July 13, 2017

Christensen Building Group

Attn: Jimmy McBee

RE: Bellaire Municipal Facilities

ANCHOR FENCE PROPOSES TO SUPPLY AND INSTALL THE FOLLOWING SCOPE OF WORK:

Temporary Built Out Fence - \$13,818.00

- Install approx. 315 lf of 8' temporary fence with Hvy. Construction Wind Screen.
- Sch40 frame work.
- Install 1 – 12'x8' Slide drive gate.
- Install 1 – ½ hp slide opener with ground mounted track.
- Opener mounted on a ground base w/ 10 programmable remotes.
- Installing a 911 box w/ lock and a manual chain release.
- Install 1- 4'x8' egress walk gate w/ lock box.
- Exclusion: Lock is to be provided by grounds maintenance for security and keyed compatibility.
- Gate post are to be core drilled.

OTHER EXCLUSIONS: Clearing, grading, property utilities locates, permits, engineering, survey, high voltage wiring, taxes, concrete work and all dirt will be spread on site.

Best Regards,

Jason Galan
Project Estimator
JGALAN@ANCHORTXAS.COM

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)



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TEXAS VINYL SYSTEMS

PHONE: 713-699-0722
FAX: 713-699-2822

Change Order Request

June 30, 2017

Horizon Group Int'l

Attn: Kelsey Heien

RE: Bellaire Municipal Facilities Temp Build Out Fencing CO#1

ANCHOR FENCE PROPOSES TO SUPPLY AND INSTALL THE FOLLOWING SCOPE OF WORK:

Temporary Built Out Fence C/O - \$871.00

- Walk Gate - Simplex Mechanical Push Button Lock
- Double Sided Keypad Entry

OTHER EXCLUSIONS: Clearing, grading, property utilities locates, permits, engineering, survey, high voltage wiring, taxes, concrete work and all dirt will be spread on site.

Signature: _____ **Date:** _____

Best Regards,

Jason Galan
Project Estimator
JGALAN@ANCHORTEXAS.COM

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)



Change Order

PROJECT:

City of Bellaire Municipal Buildings

7008 S Rice Avenue

Bellaire, Texas 77401

SUBCONTRACTOR:

Botello Builders

13326 Ralph Culver Road, Suite 110

Houston, TX 77086

CHANGE ORDER NUMBER:

2

DATE:

9/27/2017

PROJECT NUMBER:**CONTRACT DATE:**

9/20/2017

THE CONTRACT IS CHANGED AS FOLLOWS:

Temp Build out - Slab Repair	INTERIOR	\$2,900.00
Temp Build out - Sally Port	PARKING	\$6,800.00
Temp Build out - Add't Demo	ADDT CONCRETE @ Sally Port	\$8,500.00

See "Breakdown" tab for breakdown between buildings

\$18,200.00

The original Contract Sum was:

\$1,386,350.00

The net change by previously authorized Change Orders

\$10,341.00

The Contract sum will be increased by this Change Order in the amount of:

\$18,200.00

The Contract sum will be decreased by this Change Order in the amount of:

The new Contract sum including this Change Order will be

\$1,414,891.00

The Contract Time will be (increased) (decreased) by (0) days.

The Substantial Completion date is therefore is the same

Botello Builders

Subcontractor



 Authorized Signature / Date

Eleazar Botello

Printed Name

Horizon | Christensen, a Joint Venture

Contractor


 Authorized Signature / Date

Kelsey Heien

Printed Name



COMMERCIAL CONCRETE SUBCONTRACTORS

13326 Ralph Culver Rd, Suite 110, Houston, TX 77086

Office: 281-784-3070 ~ Fax: 281-791-0117

www.botellobuilders.com

CHANGE ORDER PROPOSAL

(Temporary Driveway & Parking at Sally Port)

June 5, 2017

To: Estimating
 Company: Christensen Building Group
 Project: Bellaire Municipal Facilities
 Location: 7008 S. Rice Ave., Bellaire, TX 77401
 Description: **Botello Builders Corporation to Provide:**

Temporary Driveway & Parking at Sally Port

- Form & Pour 22'-7" x 30'-0" Temporary Parking Area (3000 PSI Concrete w/ Fly Ash w/ 1-1/2" Aggregate), 5" thick w/ #3 Rebar @ 18" O.C.
- Form and Pour 12'-0" wide Temporary Driveway from Street to Temporary Parking Area (3000 PSI Concrete w/ Fly Ash w/ 1-1/2" Aggregate), 5" thick w/ #3 Rebar @ 18" O.C.
- Formwork, Rebar Placement, Concrete Pouring and Finishing, Forms Stripping
- Includes Demolition of Existing Sidewalks and Vegetation in Specified Work Area (Tree Removal by Others)

Excluded Items:

- Any Other Concrete Work or Materials Not Specifically Listed Above
- Removal or Placement of any type of subgrade fill materials such as select fill or aggregate base from/into property
- Debris Haul-Off (All Debris from Specified Work (including All Demo Work) is to be placed into Onsite Dumpster provided by Others)
- Eventual Demolition and Removal of Temporary Parking/Driveway (May be Included as a Change Order)
- Permits, Engineering, Testing, and/or Inspections (Must be Obtained by GC / Owner if Needed)

- Botello Builders acknowledges that this is a Tax-Exempt project. All Sales Taxes on Material have been excluded.
- All footage amounts provided on this proposal are approximate to exact dimensions.
- Any other work or materials that might arise and that are not mentioned on this proposal will be added to the total amount as a change order.

Temporary Driveway & Parking at Sally Port ----- Total **\$ 6,800.00**

Per Sq. Ft. Rate: \$ n/a Grand Total: \$ 6,800.00

* Prices on this proposal are valid for 30 days

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

Terms and Conditions:

1. **Scope of Work.** Subcontractor agrees to furnish all labor, services, materials, installation, supplies, insurance, equipment, tools and other facilities required for the prompt and efficient execution of the work described herein in a professional and workmanlike manner.
2. **Quote Amount.** General Contractor agrees to pay Subcontractor for the strict performance of his work, the sum as indicated above subject to additions and deductions for changes in the scope of work as may be subsequently agreed upon.

This work will be started within three days after confirmation has been received that you agree with what has been presented to you in this proposal.

The parties hereto have executed this Agreement for themselves, their heirs, executors, successors, administrators, and assignees on the day and year written below.

Signed By: _____

Eleazar G. Botello
Botello Builders Corporation
President
Date: _____

Accepted By: _____

General Contractor
Title: _____
Date: _____

Kelsey Heien

Subject: FW: Bellaire Municipal Facilities -- Change Order (Additional Area for Temporary Driveway and Parking)

From: Eleazar Botello <eleazar@botellobuilders.com>

Sent: Friday, June 30, 2017 5:47 PM

To: THAI TU <ttu@hgiusa.com>

Cc: Kelsey Heien <kheien@hgiusa.com>; Brett Detamore <brett@christensenbuilding.com>; Tim Tran <tim@botellobuilders.com>; Nadine Herrera <nadine@botellobuilders.com>; anthony@botellobuilders.com

Subject: Re: Bellaire Municipal Facilities -- Change Order (Additional Area for Temporary Driveway and Parking)

Thai,

Thank you for sending the approval, please see below the breakdown for the cost of this Change Order.

Materials ----- \$ 4,150

Labor ----- \$ 2,900

Equipment ----- \$ 750

Profit & Overhead --- \$ 700

We will be pouring this concrete tomorrow Sat. 7/1 at 7 am. If you have any questions please let me know.

Thanks,

On Fri, Jun 30, 2017 at 5:08 PM, THAI TU <ttu@hgiusa.com> wrote:

Eleazar,

I have copied Kelsey on this email as she is our Project Manager and the main person that will be approving Change Orders. I know we have already discussed the extra work with Brett already and you got an approval. Can you send me a breakdown of the added cost as well.

Please consider this as Horizon/Christensens approval for Botello Builders change order for Temporary Driveway & Parking at Sally Port for temp. PD.

Your change order value is \$8,500.00 This is a tax-exempt project.

This letter of approval is contingent upon execution of Horizon/Christensen, a joint Venture's contract with the Owner.

Please feel free to contact me with any questions.

Thank You,

From: Eleazar Botello [mailto:eleazar@botellobuilders.com]

Sent: Friday, June 30, 2017 3:21 PM

To: Brett Detamore; THAI TU

Cc: Derek Baldwin; JOSE AGUAYO, JR; Tim Tran; anthony@botellobuilders.com; Nadine Herrera; LORI LOVE

Subject: Bellaire Municipal Facilities -- Change Order (Additional Area for Temporary Driveway and Parking)

Brett / Tahj,

Over at the Bellaire Municipal Facilities project we are currently working on the Change Order for the temporary driveway and parking areas and we are planning on pouring that concrete tomorrow morning Sat. 7/1 at 7 am. I was

talking to my foreman there and he tells me the areas you guys demoed are larger than the areas we had included for this change order, it is my understanding that Thai had already mentioned to Tim in our office that you guys were going to do more demolition and that you were going to need us to do another Change Order for those additional areas.

The total square footage we had included in the Change Order we sent you was 840 sf, and the total square footage you have there now that you need us to pour is 1,828 sf, the price for the additional area including additional demolition, and removal of additional vegetation, some trees and other plants, is \$8,500. Can you please send us an approval for this so that we can proceed to pour this concrete in the morning.

Thanks,

Eleazar Botello

Botello Builders Corporation

President

M: [832-298-3517](tel:832-298-3517) | O: [281-784-3070](tel:281-784-3070)

F: [281-791-0117](tel:281-791-0117) | eleazar@botellobuilders.com

www.botellobuilders.com



Change Order

PROJECT:

City of Bellaire Municipal Buildings

Temp. Build Out

7008 S Rice Avenue

Bellaire, Texas 77401

CHANGE ORDER NUMBER:

1

DATE:

8/25/2017

PROJECT NUMBER:**CONTRACT DATE:**

6/19/2017

SUBCONTRACTOR:

ICI - Innovative Commercial Interiors llc

2230 E. Cedar Bayou Lynchburg Rd

Baytown TX 77521

THE CONTRACT IS CHANGED AS FOLLOWS:

ICI CO 1 - Fire Dept 911/PD dispatch: BR fiberglass materials/install/expedited delivery, \$10,088.00

Purchase/modify/install new door.

ICI CO 2 - Misc design/build. Ex. Add transaction window, demo/reinstall drywall in hallway, \$18,300.00

drywall over windows, access doors for holding cells, demo/install cell walls/doors, etc.

See attached for detailed descriptions.

The original Contract Sum was:

\$88,281.00

The net change by previously authorized Change Orders

\$0.00

The Contract sum will be **increased** by this Change Order in the amount of:

\$0.00

The Contract sum will be **decreased** by this Change Order in the amount of:

The new Contract sum including this Change Order will be

\$88,281.00

The Contract Time will be (increased) (decreased) by (0) days.

The Substantial Completion date is therefore is the same

ICI - Innovative Commercial Interiors llc

Subcontractor

Horizon | Christensen, a Joint Venture

Contractor*Kelsey Heien***Authorized Signature / Date****Authorized Signature / Date**

Matt Cessna

Printed Name

Kelsey Heien

Printed Name



INNOVATIVECOMMERCIAL INTERIORS LLC

2230 E. Cedar Bayou Lynchburg Rd.
Baytown, TX 77521

H.2.a.2

Proposal

Date	Proposal #
6/23/2017	4460

Customer

Horizon Group International
4204 Bellaire Blvd
Houston, TX 77025-1055

Project

Bellaire Temp Facility
Change Order #2 - Misc Additions

Description	Qty	U/M	Subtotal
Install second pass thru window with transaction top	1		\$950.00
Install 62 LF of 3/4" FR plywood to booking room 181 walls	1		\$1,980.00
Remove millwork in kitchen room 123	1		\$200.00
Demo jail cell doors and benches - Transport to site - Saw blades	1		\$2,180.00
Install jail cell doors - Welding charge	1		\$4,500.00
Install 4" black/brown cove base as requested	1		\$2,405.00
Supply flooring contractor labor to install owner provided carpet	1		\$800.00
Remove 50' millwork and patch furdawn and walls in Corridor 186 184	1		\$1,940.00
Remove additional door and frame - Patch drywall - Paint	1		\$620.00
Remove or skim existing vinyl / wall paper	1		\$2,100.00
Install drywall over existing exterior window on S Rice side - 9 each - Caulk and paint	1		\$1,860.00
Install new Raco window in Pediatrician's Office	1		\$900.00
Final clean entire space including kitchen (8400 SF)	1		\$1,780.00
2nd Final clean of entire space	1		\$1,780.00
Move evidence lockers to new location	1		\$720.00
Install laminate to plywood for back ground screen for mug shots	1		\$450.00
Relocate four combination locks to new area	1		\$225.00
Add plywood to double doors in holding area	1		\$415.00
Install surface mounted flush bolts as requested	1		\$300.00
Install plywood over brick planter boxes in lobby as requested	1		\$500.00
Install gun cabinet in holding area - wall recess	1		\$600.00
Make access door on back side of holding cells for plumbers to service plumbing - 2 doors custom made	1		\$850.00
Additional ceiling work - close tile after first install - replace damaged tiles	1		\$650.00

Only items highlighted in yellow included in change order:

\$2180
+\$4500
+\$2100
+\$ 300
+\$ 500
+\$ 600
+\$ 850
+\$1103 (OH&P) 10%
=\$12,133

Phone: 832-236-2324	Fax: 281-421-1342	E-mail: mattcessna@icihouston.net	Sales Tax (8.25%)	\$0.00
Accepted by:	Date:	Total:	-\$28,705.00	

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)



Change Order

PROJECT: City of Bellaire Municipal Buildings Temp Build Out 7008 S Rice Avenue Bellaire, Texas 77401	CHANGE ORDER NUMBER: 1 - TEMP Build Out DATE: 10/24/2017 PROJECT NUMBER: CONTRACT DATE:
SUBCONTRACTOR: Kilgore	

THE CONTRACT IS CHANGED AS FOLLOWS:

Temp Build Out

Install power for cameras in 4 locations (PD request)	\$1,551.00
9-1-1: Install recess lighting on separate dimmers; Install push to exit & door bell; Server Quad receptacles (Lt Brown)	\$1,960.00
Demo exit and emergency lighting and re-install in temp build out	\$1,698.00
Add't quad receptacle and data (not on dwgs); Install data for PD trailer; Install power for auto gate; Install power for fire alarm panel	\$5,223.00
9-1-1: consult w/ FSG	\$130.00
Install power for PD trailer	\$920.00
City Hall - Investigate Building Automation System w/ COB (not receiving power)	\$390.00
	\$11,872.00

The original Contract Sum was:	_____
The net change by previously authorized Change Orders	\$0.00
The Contract sum will be increased by this Change Order in the amount of:	\$11,872.00
The Contract sum will be decreased by this Change Order in the amount of:	_____
The new Contract sum including this Change Order will be	\$11,872.00

The Contract Time will be (increased) (decreased) by (0) days.

The Substantial Completion date is therefore is the same

Kilgore

Subcontractor

Horizon | Christensen, a Joint Venture

Contractor

Authorized Signature / Date

Kelsey Heien

Authorized Signature / Date

Printed Name

Kelsey Heien

Printed Name

From: Brett Detamore <brett@christensenbuilding.com>
Sent: Thursday, May 11, 2017 8:55 PM
To: jblack@kilgoreind.com
Cc: Kelsey Heien; THAI TU; Efren Garcia; JOSE AGUAYO, JR
Subject: FW: Evidence Lockers

Jeff,

Please see the request for additional power below relative to the temp buildout for Bellaire. If I need to send to someone else at Kilgore, please let me know.

Jose – please coordinate this work in the field.

Brett Detamore
 Christensen Building Group, LLC
 15425 North Freeway, Suite 330
 Houston, TX 77090



From: Michelle Jordan [mailto:MJordan@bellairetx.gov]
Sent: Tuesday, May 9, 2017 10:22 AM
To: Brett Detamore <brett@christensenbuilding.com>
Subject: FW: Evidence Lockers

Just reminding about needing power to the pass thru lockers for cold evidence storage.

Michelle Jordan
City of Bellaire

From: Russell Brown
Sent: Wednesday, April 19, 2017 8:15 AM
To: Michelle Jordan <MJordan@bellairetx.gov>
Subject: Evidence Lockers

Met with Bartlett today about the temp location and the temp floor plan does not accurately reflect the pass through lockers between corridor 184 and CID 132. There needs to be 6 feet of pass through lockers with access from within CID. (and power for the cold storage.)

Russell

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

From: Michelle Jordan <MJordan@bellairetx.gov>
Sent: Tuesday, June 20, 2017 12:47 PM
To: JOSE AGUAYO, JR; Russell Brown; Shawn Cox
Cc: Kelsey Heien; brett@christensenbuilding.com; THAI TU; efren@christensenbuilding.com; LAURA THURMOND; derek@christensenbuilding.com
Subject: RE: COB Cnst Progress Cameras Proposal

Shawn Cox with PW is to provide a pole in the area that is as tall as PW can do. Camera to be mounted high on the pole. Russell can coordinate with Alarm Masters.

Get [Outlook for Android](#)

From: JOSE AGUAYO, JR <jaguayo@hgiusa.com>
Sent: Tuesday, June 20, 2017 11:33:09 AM
To: Michelle Jordan
Cc: Kelsey Heien; brett@christensenbuilding.com; THAI TU; efren@christensenbuilding.com; LAURA THURMOND; derek@christensenbuilding.com
Subject: RE: COB Cnst Progress Cameras Proposal

Michelle,

Per your approval, Kilgore Electric is to proceed with providing power for the Cnst Progress Cameras. Do we know what we are going to do for the camera at the pool area? Kilgore is ready to start on providing power for these cameras tomorrow. Let me know what you were able to work out.

Thank You.



Jose Aguayo Jr. | Superintendent
 Horizon Group Int'l
 4204 Bellaire Blvd.
 Houston, TX 77025
 O: 713.660.8282
 F: 713.660.0102
 M: 832.683.0128
 Email: JAGUAYO@HGIUSA.COM

From: JOSE AGUAYO, JR
Sent: Tuesday, June 13, 2017 11:28 AM
To: 'mjordan@bellairetx.gov' <mjordan@bellairetx.gov>
Cc: Kelsey Heien <kheien@hgiusa.com>; brett@christensenbuilding.com; THAI TU <ttu@hgiusa.com>; efren@christensenbuilding.com; LAURA THURMOND <lthurmond@hgiusa.com>; 'derek@christensenbuilding.com' <derek@christensenbuilding.com>
Subject: FW: COB Cnst Progress Cameras Proposal

Michelle,

See proposal below from Kilgore Electric for the COB Cnst Progress Cameras. Please let Horizon Christensen if you would like for Kilgore Electric to proceed.

Thanks.



Jose Aguayo Jr. | Superintendent
Horizon Group Int'l
4204 Bellaire Blvd.
Houston, TX 77025
O: 713.660.8282
F: 713.660.0102
M: 832.683.0128
Email: JAGUAYO@HGIUSA.COM

From: Jeff Black [<mailto:jblack@kilgoreind.com>]
Sent: Tuesday, June 13, 2017 10:46 AM
To: JOSE AGUAYO, JR <jaguayo@hgiusa.com>; Kevin Munson <KMunson@kilgoreind.com>
Cc: Kevin Munson <KMunson@kilgoreind.com>
Subject: RE: COB Cnst Progress Cameras Proposal

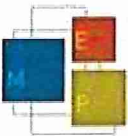
Jose

The budget for adding conduit, wire and receptacles as per pre-bid walk with Kevin Munson is cost plus not to exceed \$3,900.00.

Please let me know how to proceed.

Thanks,

Jeff Black | Vice President



KILGORE

MECHANICAL | ELECTRICAL | PLUMBING

10050 Houston Oaks Drive | Houston, TX 77064

T 281-664-7329 | F 713.924.5900

www.kilgoreind.com

From: JOSE AGUAYO, JR [<mailto:jaguayo@hgiusa.com>]
Sent: Tuesday, June 13, 2017 10:43 AM
To: Kevin Munson <KMunson@kilgoreind.com>
Cc: Jeff Black <jblack@kilgoreind.com>
Subject: Re: COB Cnst Progress Cameras Proposal

Horizon Christensen will pass on to Michelle Jordan.

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

Please send to me, Kelsey and Brett.

Thanks.

Jose Aguayo Jr.
Assistant Superintendent
Mobile: 832.683.0128

On Jun 13, 2017, at 10:38 AM, Kevin Munson <KMunson@kilgoreind.com> wrote:

Send me Michelle info please

Sent from my iPhone

On Jun 13, 2017, at 9:19 AM, JOSE AGUAYO, JR <jaguayo@hgiusa.com> wrote:

Kilgore,

Would you please send me the proposal for the City of Bellaire Construction Progress Cameras requested by Michelle Jordan? I want to get the proposal approved so we can have Kevin proceed with install.

Thanks.



Jose Aguayo Jr. | Superintendent
Horizon Group Int'l
4204 Bellaire Blvd.
Houston, TX 77025
O: 713.660.8282
F: 713.660.0102
M: 832.683.0128
Email: JAGUAYO@HGIUSA.COM

003967

KILGORE

A Kilgore Industries Company. Electric

10050 Houston Oaks Dr.
Houston, Texas 77064
(713) 924-4900 • Fax (713) 924-5900

BILL TO: Horizon / Christensen

JOB NO. 17HE0217

WORK ORDER NO. _____

DATE	TECH NAME <i>Kevin</i>
ARRIVAL TIME	COMPLETION TIME
<input type="checkbox"/> DAY WORK	<input checked="" type="checkbox"/> CONTRACT
<input type="checkbox"/> EXTRA	
JOB NAME <i>Construction Cameras</i>	
JOB ADDRESS	

[illegible]

Signature _____

Print Name JOSE Hernandez 1/1/11

Thank You

TAX

TOTAL

KILGORE

A Kilgore Industries Company *Electric*

10050 Houston Oaks Dr.
Houston, Texas 77064
(713) 924-4900 • Fax (713) 924-5900

003968

JOB NO. 17HE0217

WORK ORDER NO. _____

BILL TO: Horizon

DATE	TECH NAME <u>Kevin</u>
ARRIVAL TIME	COMPLETION TIME
<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input checked="" type="checkbox"/> EXTRA	
JOB NAME <u>City of Bellare add on</u>	
JOB ADDRESS	

QTY.	CODE	MATERIAL	PRICE	AMOUNT	DESCRIPTION OF WORK
16		20amp Decora Recepticle	3 ⁵⁰	56 -	Add Additional Recepticle and
6		mp1	2 ¹⁰	12 ⁶⁰	Data not on original Print.
12		1900 boxes	3 ⁷⁵	45 -	Install data for Evidence trailer
10		Cut in boxes with clips	3 ⁷⁵	37 ⁵⁰	Install power for gate. Install power
Soft		12/2 mc	58	290 -	for Fire Alarm panel
12		5c plaster Rings	2 ⁴⁰	29 ⁰⁴	
Soft		3/4 PVC	42	21 -	OTHER CHARGES
1		3/4 LB	12 ⁷⁵	12 ⁷⁵	QTY. CODE AMOUNT
3		3/4 connectors	38	114	
Soft		1" PVC	54	10 ⁸⁰	
1		1" LB	18 ⁷⁵	18 ⁷⁵	
2		3/4 PVC 90	48	96	
2		1" PVC 90	65	1 ³⁰	
16		Stud to Stud Hangers	4 ⁷⁵	48 ⁵⁰	LABOR
32		mc connectors	45	14 ⁴⁰	NAME CODE HRS. RATE AMOUNT
30		mc Straps	20	6 -	Kevin M 48 95 4560
170ft		#12 THHN	34	57 ⁸⁰	Eddie 48 1
TOTAL MATERIALS				662 ⁵⁴	
					TOTAL LABOR 4560 -
					TOTAL MATERIALS 662 ⁵⁴
					TOTAL OTHER

Signature _____

Print Name _____

JOSE AGUIRRE 7/14/17
Approved for T&M only JAG

Thank You

TAX

TOTAL

5222³

A Kilgore Industries Company. *Electric*

BILL TO:

Horizon/Christensen

WORK ORDER NO. _____

DATE 5/1/17	TECH NAME Jesse M. 175-1
ARRIVAL TIME	COMPLETION TIME
<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input checked="" type="checkbox"/> EXTRA	
JOB NAME Refrigerator Unit	
JOB ADDRESS	

[illegible]

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

Tel 281-494-8484
Fax 281-494-8499

2017 JUL 10 AM 8:57

6/28/2017

83955

Bill To
Christensen Building Group 15425 North Freeway Suite 330 Houston, TX 77090

Ship To
Bellaire Civic Center 7008 S Rice Ordered by Derrick

WORK ORDER No.	TERMS						
G87094	Net 30						
DESCRIPTION	Amount						
Furnished and Installed (1) 24 5/8" x 28 3/4" 1/4" Bronze Lami <i>BROKEN EXTERIOR WINDOW REPLACEMENT</i>	205.00T						
<div style="border: 1px solid red; padding: 5px; margin: 10px;"> <p>Job Number: _____</p> <p>Job Name: <i>BMB TEMP BUILD</i></p> <p>Cost Code: _____</p> <p>Division: <i>OB</i></p> <p>Date: <i>7/13/17</i></p> <p>Amount Due: <i>\$205</i></p> <p>Check No: _____</p> <p>Date To Be Paid: _____</p> <p>AP Approval: <i>UH</i></p> <p>Final Approval: <i>KAH</i></p> </div>							
Thank you for your business!	<table border="1"> <tr> <td>Subtotal</td> <td>\$205.00</td> </tr> <tr> <td>Sales Tax (8.25%)</td> <td>\$16.91</td> </tr> <tr> <td>Total</td> <td>\$221.91</td> </tr> </table>	Subtotal	\$205.00	Sales Tax (8.25%)	\$16.91	Total	\$221.91
Subtotal	\$205.00						
Sales Tax (8.25%)	\$16.91						
Total	\$221.91						

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

Servicing Branch:

HOUSTON
9002 WAYFARER LN
Ph: 713-991-9800
Fax: 713-991-9899



**NATIONAL
TRENCH SAFETY**

RENTAL QUOTE

Date Issued: 8/14/2017

Quotation Provided To:

Christensen Building Group
15425 North Fwy #330
Houston, TX 77090
281-206-4418

Project Information:

Project Name 8 x 8 Road Plate
Project Address
Project City, State Zip
Projected Start Date: 9/1/2017

Contact Information:

Contact Name Derek
Ph: 713-206-4418
Fax:
Email: derek@christensenbuilding.com

Quantity	Item #	Item Description	Each			Extended		
			Day	Week	4 Week	Day	Week	4 Week
1.00		8x8x1" Plate - \$225 x 12 Mos = \$2,700 Rental	0.00		225.00	0.00	0.00	225.00
						0.00	0.00	0.00
1.00		8 x 8 x 1" Road Plate - Sale Price -	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00
1.00		6 x 6 x 1" Road Plate - Sale Price -	1,465.00	1,465.00	1,465.00	1,465.00	1,465.00	1,465.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
						0.00	0.00	0.00
		Delivery and Pick-Up Charge				0.00	0.00	0.00
		Will Apply Depending On Load				0.00	0.00	0.00
						0.00	0.00	0.00
Subtotal						2,690.00	2,690.00	2,915.00

Standard Notes

- No rental purchase options are granted.
- Quote is valid 15 days from the date of issue.
- Unless otherwise stated this quote does not contain sales and or other local taxes. Sales tax shall be determined at the time of sale in accordance with applicable laws and regulations.
- Special ordered items, custom designed items, custom fabricated items and rush items not normally stocked by NTS may not be cancelled and or returned. All sales will be final upon acceptance of this quote.

Non-Rental Charges

Pick-up	150.00
Delivery	150.00
Engineering	
Other	

Notes	Quote Provided By
30% discount can be taken off of rental rate with a six month or longer rental Monthly rental rate would then be reduced to \$158 per month	Sales/Manager Name, Eric Allen Email: ericallen@ntsafety.com Cell: 936-203-3733

My signature below acknowledges acceptance of this quotation as well as the associated terms and that I am authorized to sign this agreement on behalf of my company.

Signature _____ Printed Name _____ Title _____ Date _____ Purchase Order _____

From: Kelsey Heien
Sent: Friday, June 23, 2017 4:21 PM
To: Michelle Jordan (MJordan@bellairetx.gov)
Cc: Brett Detamore; Derek Baldwin (derek@christensenbuilding.com); JOSE AGUAYO, JR;
THAI TU; efren garcia
Subject: Bellaire - Sally Port Revised Layout
Attachments: TP2.01 - Sally Port Design Build.pdf

Michelle – attached is the revised sally port and fence layout. This was been walked with Chief and subsequently today with Lts Brown and Cotton.

My understanding is that we are proceeding with the automatic gate at the sally port; the fence line will run 12 feet from edge of Civic Center around PD trailer; The sally port fence has moved towards the Civic Center building to allow possible PD parking within the fence line; and a pedestrian gate has been added to this area.

Please confirm.

Thank you,
Kelsey



INNOVATIVECOMMERCIAL INTERIORS LLC

2230 E. Cedar Bayou Lynchburg Rd.
Baytown, TX 77521

H.2.a.2

Proposal

Date	Proposal #
6/23/2017	4460

Customer

Horizon Group International
4204 Bellaire Blvd
Houston, TX 77025-1055

Project

Bellaire Temp Facility
Change Order #2 - Misc Additions

Description	Qty	U/M	Subtotal
Install second pass thru window with transaction top	1		\$950.00
Install 62 LF of 3/4" FR plywood to booking room 181 walls	1		\$1,980.00
Remove millwork in kitchen room 123	1		\$200.00
Demo jail cell doors and benches - Transport to site - Saw blades	1		\$2,180.00
Install jail cell doors - Welding charge	1		\$4,500.00
Install 4" black/brown cove base as requested	1		\$2,405.00
Supply flooring contractor labor to install owner provided carpet	1		\$800.00
Remove 50' millwork and patch furdawn and walls in Corridor 186 184	1		\$1,940.00
Remove additional door and frame - Patch drywall - Paint	1		\$620.00
Remove or skim existing vinyl / wall paper	1		\$2,100.00
Install drywall over existing exterior window on S Rice side - 9 each - Caulk and paint	1		\$1,860.00
Install new Raco window in Pediatrician's Office	1		\$900.00
Final clean entire space including kitchen (8400 SF)	1		\$1,780.00
2nd Final clean of entire space	1		\$1,780.00
Move evidence lockers to new location	1		\$720.00
Install laminate to plywood for back ground screen for mug shots	1		\$450.00
Relocate four combination locks to new area	1		\$225.00
Add plywood to double doors in holding area	1		\$415.00
Install surface mounted flush bolts as requested	1		\$300.00
Install plywood over brick planter boxes in lobby as requested	1		\$500.00
Install gun cabinet in holding area - wall recess	1		\$600.00
Make access door on back side of holding cells for plumbers to service plumbing - 2 doors custom made	1		\$850.00
Additional ceiling work - close tile after first install - replace damaged tiles	1		\$650.00

Only items highlighted in BLUE included in change order:

\$1940
+\$ 720
+266 OH&P (10%)
=\$2926

Phone: 832-236-2324	Fax: 281-421-1342	E-mail: mattcessna@icihouston.net	Sales Tax (8.25%)	\$0.00
Accepted by:	Date:	Total:	\$28,705.00	

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

KILGORE

A Kilgore Industries Company Electric

10050 Houston Oaks Dr.
Houston, Texas 77064
(713) 924-4900 • Fax (713) 924-5900

003955

JOB NO. 17HE0217

WORK ORDER NO. _____

BILL TO: Horizon

DATE	TECH NAME <u>Kevin M</u>
ARRIVAL TIME	COMPLETION TIME
<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input checked="" type="checkbox"/> EXTRA	
JOB NAME <u>911 call center</u>	
JOB ADDRESS	

QTY.	CODE	MATERIAL	PRICE	AMOUNT	DESCRIPTION OF WORK
4		20 Amp Decora Receptacles	3.50	14.00	Install Recess Lighting on separate
4		1900 Boxes	3.75	15.00	dimmers Install push to exit and
2		2 gang Industrial covers	2.00	4.00	doorbell Install Panel Receptacles
		Decora			for Servers Lt. Brown
4		cut in Boxes	3.75	15.00	
2		mpl	2.00	4.00	
160ft		12/2 mc	5.80	928.00	
3		Remodel 6" cans	15.75	47.25	
3		LED 4K Trims	22.50	67.50	
		Retrofit			
3		Lutron 600watt Dimmer	43.20	129.60	
1		Push to Exit Button	18.50	18.50	
12		mc connectors	4.50	54.00	
2		20 Amp Square D Stab	18.75	37.50	
		in breakers			
40ft		Cat 6 cable	22.00	880.00	
10ft		1/2 ent	34.00	340.00	
4		1/2 ent connectors	32.00	128.00	
TOTAL MATERIALS				465.01	

QTY.	CODE	AMOUNT
OTHER CHARGES		

NAME	CODE	HRS.	RATE	AMOUNT
Kevin M		17	65	1105
Eddie E		13	30	390
TOTAL LABOR				
				1495
TOTAL MATERIALS				465.01
TOTAL OTHER				
TOTAL				1960.01

Signature [Signature]Print Name Jose Araya 7/14/17Approved for Tommy Dur.

Thank You

TAX

TOTAL 1960.01

PROJECT NO: 17005
PROJECT: BELLAIRE MUNICIPAL FACILITIES - CP #003-T
CLIENT: CITY OF BELLAIRE
ARCHITECT: PGAL
PROPOSAL DATE: 3/15 revised

NO COST - ADD'T SCOPE

See Backup for Sub Breakdowns/Add't Detail/Photos/Etc.

DIV.	SUBCONTRACTOR	TEMP BUILD OUT	SUMMARY	COMMENTS
02	Botello	No Charge	Interior Slab Repair	CH: Interior Slab Repair (under kitchen island; under hallway wall; level Chief's office)
02	ICI	No Charge	Add't Interior Scope No Charge:	CH Add't Scope No Charge: Remove millwork in Kitchen; install 4" base as requested; install carpet; remove add't door/frame/parch drywall/paint; Install mug shot laminate; relocate combination locks; Add plywood to holding areas doors;
02	Locksmith	No Charge	Re-key doors	Re-key doors (2 trips)
02	TAG	No Charge	Add data drops	Add data drops; FD - data drops
	SUBTOTAL - COST OF WORK	-		
	BUILDER'S RISK INSURANCE	\$ -	0.24%	
	GENERAL LIABILITY	\$ -	0.39%	
	GENERAL CONDITIONS		8.73%	
	FEE: 2.75%	\$ -	2.75%	
	TOTAL COST WITHOUT BOND	-		
	BOND	\$ -	0.83%	
	TOTAL COST WITH BOND	-		



Change Order

PROJECT:

City of Bellaire Municipal Buildings

7008 S Rice Avenue

Bellaire, Texas 77401

SUBCONTRACTOR:

Botello Builders

13326 Ralph Culver Road, Suite 110

Houston, TX 77086

CHANGE ORDER NUMBER:

2

DATE:

9/27/2017

PROJECT NUMBER:**CONTRACT DATE:**

9/20/2017

THE CONTRACT IS CHANGED AS FOLLOWS:

Temp Build out - Slab Repair	\$2,900.00
Temp Build out - Sally Port	\$6,800.00
Temp Build out - Add't Demo	\$8,500.00

See "Breakdown" tab for breakdown between buildings

\$18,200.00

The original Contract Sum was:

\$1,386,350.00

The net change by previously authorized Change Orders

\$10,341.00

The Contract sum will be **increased** by this Change Order in the amount of:

\$18,200.00

The Contract sum will be **decreased** by this Change Order in the amount of:

The new Contract sum including this Change Order will be

\$1,414,891.00

The Contract Time will be (increased) (decreased) by (0) days.

The Substantial Completion date is therefore is the same

Botello Builders

Subcontractor

Authorized Signature / Date

Elezar Botello

Printed Name

Horizon | Christensen, a Joint Venture

Contractor

Kelsey Heien

Authorized Signature / Date

Kelsey Heien

Printed Name

Kelsey Heien

From: JOSE AGUAYO, JR
Sent: Friday, June 9, 2017 11:34 AM
To: tim@botellobuilders.com; eleazar@botellobuilders.com
Cc: Kelsey Heien; efren@christensenbuilding.com; THAI TU; brett@christensenbuilding.com; LAURA THURMOND
Subject: Bellaire City Hall Misc. Fill in & Float

Botello Builders,

Please let me know if Botello Builders could have someone at Bellaire City Hall Project first thing Monday Morning to fill in minor misc. areas and float Chief 127 Room. If not, how soon can someone be onsite to get this work completed?

Minor Misc. fill in areas include:

- (Attached Pic 1) 30" x 68" x 2" off set hole in existing Breakroom 123 Room, where the kitchen island was demolished
- (Attached Pic 2 & 3) Terminated Electrical Fixture opening in brick wall and offset hole in corridor already filled in with cement need proper finish
- (Attached Pic 4 & 5) Chief 127 Room is 12' x 15' that slopes down from one side to the other approximately 2". This room needs to get floated for a level finish

Please give me a call upon review of this email to coordinate someone completing this work at your earliest convenience.

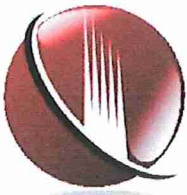
Thank You.







Horizon Group
INTERNATIONAL
Jose Aguayo Jr. |Superintendent
Horizon Group Int'l
4204 Bellaire Blvd.
Houston, TX 77025
O: 713.660.8282
F: 713.660.0102
M: 832.683.0128
Email: JAGUAYO@HGIUSA.COM



INNOVATIVECOMMERCIAL

INTERIORS LLC

2230 E. Cedar Bayou Lynchburg Rd.
Baytown, TX 77521

Proposal

Date	Proposal #
6/23/2017	4460

Customer

Horizon Group International
4204 Bellaire Blvd
Houston, TX 77025-1055

Project

Bellaire Temp Facility
Change Order #2 - Misc Additions

Description	Qty	U/M	Subtotal
Install second pass thru window with transaction top	1		\$950.00
Install 62 LF of 3/4" FR plywood to booking room 181 walls	1		\$1,980.00
Remove millwork in kitchen room 123	1		\$200.00
Demo jail cell doors and benches - Transport to site - Saw blades	1		\$2,180.00
Install jail cell doors - Welding charge	1		\$4,500.00
Install 4" black/brown cove base as requested	1		\$2,405.00
Supply flooring contractor labor to install owner provided carpet	1		\$800.00
Remove 50' millwork and patch furdawn and walls in Corridor 186 - 184	1		\$1,940.00
Remove additional door and frame - Patch drywall - Paint	1		\$620.00
Remove or skim existing vinyl / wall paper	1		\$2,100.00
Install drywall over existing exterior window on S Rice side - 9 each - Caulk and paint	1		\$1,860.00
Install new Raco window in Pediatrician's Office	1		\$900.00
Final clean entire space including kitchen (8400 SF)	1		\$1,780.00
2nd Final clean of entire space	1		\$1,780.00
Move evidence lockers to new location	1		\$720.00
Install laminate to plywood for back ground screen for mug shots	1		\$450.00
Relocate four combination locks to new area	1		\$225.00
Add plywood to double doors in holding area	1		\$415.00
Install surface mounted flush bolts as requested	1		\$300.00
Install plywood over brick planter boxes in lobby as requested	1		\$500.00
Install gun cabinet in holding area - wall recess	1		\$600.00
Make access door on back side of holding cells for plumbers to service plumbing - 2 doors custom made	1		\$850.00
Additional ceiling work - close tile after first install - replace damaged tiles	1		\$650.00
Items highlighted in ORANGE are included at NO COST			
Phone: 832-236-2324	Fax: 281-421-1342	E-mail: mattecssna@icihouston.net	Sales Tax (8.25%) \$0.00
Accepted by:	Date:	Total:	\$28,705.00

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

003969

KILGORE

A Kilgore Industries Company. Electric

10050 Houston Oaks Dr.
Houston, Texas 77064
(713) 924-4900 • Fax (713) 924-5900

JOB NO. 17HE0217

WORK ORDER NO.

BILL TO: Horizon

DATE	TECH NAME <i>Rev. n</i>	
ARRIVAL TIME	COMPLETION TIME	
<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA		
JOB NAME <i>Exit and Emergency Lighting</i>		
JOB ADDRESS		

[illegible]

Signature

Print Name

Thank You

TAX

TOTAL

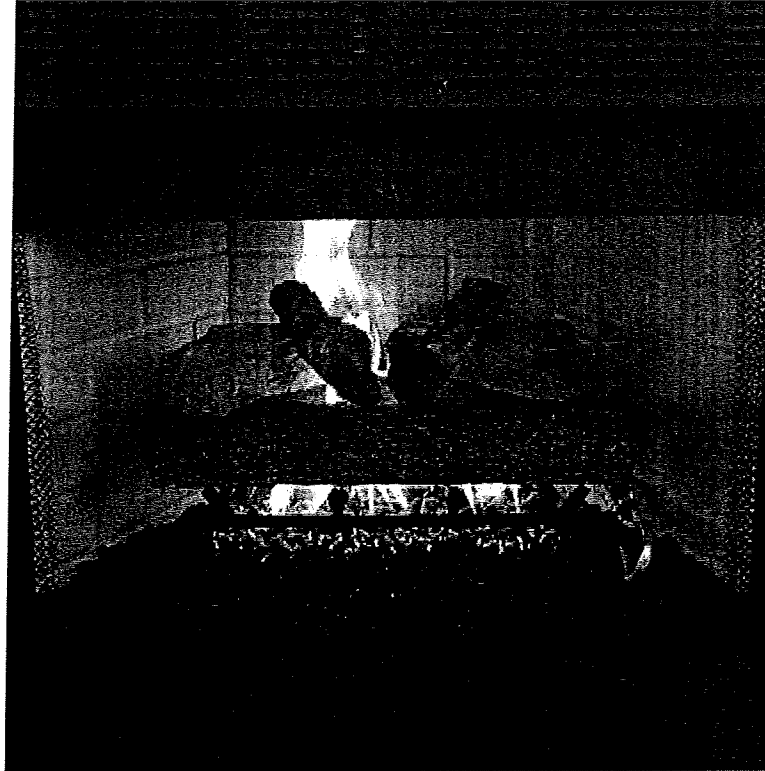
No Charge

Packet Pg. 98

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

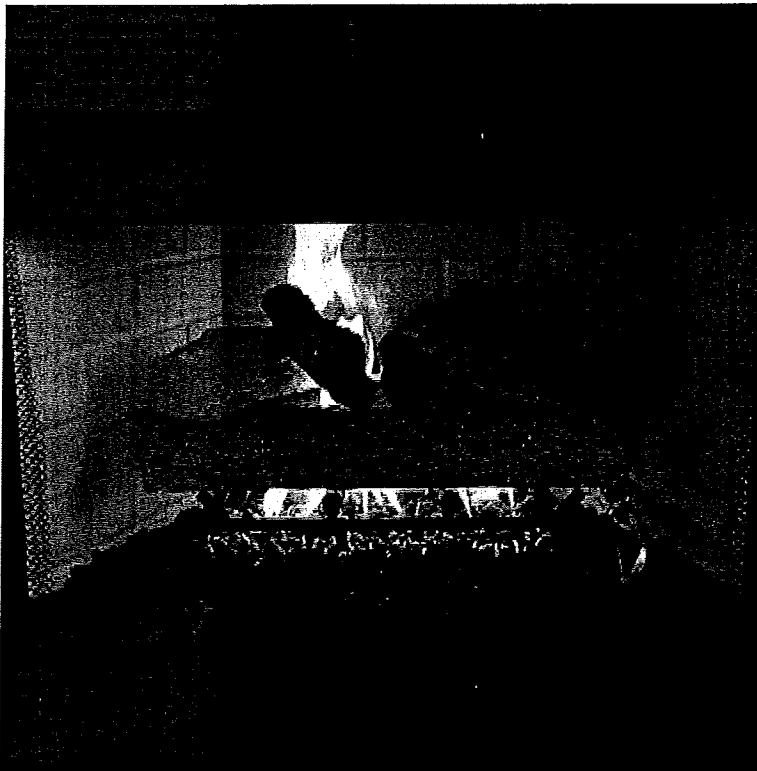
MICHELLE VELA

From: PhoneSwipe <do-not-reply@phoneswipe.com>
Sent: Monday, July 3, 2017 1:02 PM
To: MICHELLE VELA
Subject: Your receipt from Texas Chimney & Professional Locksmith



Texas Chimney & Professional Locksmith

1 Express Item - Base Price	\$1,436.00
Subtotal	\$1,436.00
Tax	\$0.00

Total**\$1,436.00***Ahmad G. Kobi***Auth Code: 03954B****TRN REF #: 466026283****Terminal ID: *****118****Transaction Currency: 0840****Sold by:****nadav.shoham28@gmail.com****July 03, 2017 | 02:01pm****Invoice #:9101233****Professional Locksmith**

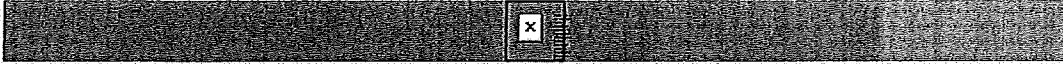
Glenfield Ct

Houston , TX 77096

texaschimney.com

customerservice@texaschimney.com

713.437.2437



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24-HOUR SERVICE

P.O. Box 310968,
Houston, TX 77231
Tel: (281) 962-5000

NAME		jose Aguayo / Tony		DATE	6/29/17
ADDRESS		7008 South Rice			
LOCATION		RES. PHONE		BUS. PHONE	
QUANTITY	DESCRIPTION	PRICE	AMOUNT		
17	locks master riki	55	935		
60	serris keys	3.5	210		
10	master keys	3.5	35		
1	serris call	19	19		
Job Number:					
Job Name:					
Cost Code:					
Division:					
Date:					
Amount Due:		\$1,208.9			
Check No:					
Date To Be Paid:					
AP Approval:					
Final Approval:		5			
CUSTOMER'S SIGNATURE X		TOTAL MATERIALS		1,209	
AUTHORIZATION FOR SECURITY/EMERGENCY SERVICES		TOTAL LABOR			
I hereby certify that I have the authority to order the lock, key or security work designated above. Further, I agree to absolve the locksmith who bears this authorization from any and all claims arising from the performance of such work.		<input type="checkbox"/> SERVICE CHG. <input type="checkbox"/> TRIP CHG.			
SIGNATURE		DATE		SUBTOTAL	
ADDRESS		TAX		84	
IF AUTOMOBILE		TOTAL		1,293	
YEAR	MAKE	LICENSE / SERIAL NUMBER			

WORK ORDER INVOICE

Printed by www.printitless.com / 800-370-5591

Attachment: CP-001Tr3- CP-002T - CP-003T Package R2 - PGAL+ COB (MJ) (2513 : Municipal Facilities - Temp Buildout Change Order)

**TAG COMMUNICATIONS, L.P.**

16422 Hufsmith-Kohrville Road
Houston TX 77070
281 376-7055

Service Invoice

Invoice Number: 14326

Date: 06/30/2017

Billed To: Christensen Building Group, LL
15425 North Freeway
Suite 330
Houston TX 77090

Project: Bellaire PD
7008 S Rice Ave
Bellaire TX 77401

Scheduled: 05/22/2017
Time:

Customer Purchase Order#: NTP: Brett D.
Reference:

Part#	Description	Quantity	Price	Ext Price	Taxable
	Revised Quote	1.0000	8,200.000000	8,200.00	N
	Additional Cabling to Evidence Locker	2.0000	200.000000	400.00	N
	Relocate Cabling in Holding Area (2 Hours)	2.0000	45.000000	90.00	N

Notes:

Status:

Exemptl Non-Taxable Municipality - City of Bellaire Police Department

Notice to Proceed (NTP): Brett Detamore

Pavilion PD Build-Out

Thirty-nine (39) D1 Cat5e locations (including the extra fax and breathalyzer)

One (1) D2 Cat5e outlet (room 107)

One (1) Cat5e tie cable from 2nd floor Demarc to Comm/Video Room

Fire Station

Three (3) D2 Cat5e Locations in PD Dispatch

One (1) D1 Cat5e outlet

One (1) Cat5e tie cable from MDF Room to new PD Server Room

Added by Jose Aguayo w/ HGI USA 6/20/2017

Two (2) cables to Evidence Locker in conduit provided by Project Electrician

Relocate Cables in Holding Area

REVISED QUOTE INCLUDED
ORIGINAL SCOPE + ADDS.

27
24 ORIGINAL ~\$4,472
SCOPE

NO FD IN
ORIGINAL

8200
+ 200
+ 400
+ 90
= 4,472
4,218

Non-Taxable Amount:	8,690.00
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	8,690.00

Thank you in advance for your prompt payment!

Mayor and Council

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



Meeting: 05/07/18 07:00 PM
Department: Parks, Recreation and
Facilities
Category: Contract
Department Head: Karl Miller
DOC ID: 2511 A

**SCHEDULED
INFORMATION ITEM (ID
2511)**

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 City Manager and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, a Standard Form of Agreement by and between American Construction Investigations, Ltd., and the City of Bellaire, Texas, to perform an ADA Self-Evaluation and Transition Plan for the City of Bellaire, Texas, in an amount not to exceed \$60,000.00 - Submitted by Karl Miller, Director of Parks, Recreation and Facilities.

Background/Summary:

In 2010, the Federal Government enacted Title II of the Americans with Disabilities Act, governed by the Department of Justice, which requires all government entities to complete a Self-Evaluation of all policies, services and public facilities and develop a comprehensive ADA Transition Plan that provides a road map ensuring all identified deficiencies will be corrected. This plan will assess policies, services, buildings and public grounds and will identify remedies for correcting deficiencies.

Discussions were held with three local companies that provide ADA services. With the proposal provided by American Construction Investigations, LTD., (ACI) being selected. Under Local Government Code Chapter 252 Purchasing and Contracting Authority of Municipalities, Section 252.022 General Exemptions, personal, professional, or planning services are exempted from the procurement requirements outlined in this chapter.

ACI has been a leader in the Houston area for ADA compliance since 1994. Their most recent work with the City of Bellaire was on the construction of Evelyn's Park. They have recently worked with Exxon Mobil, New Caney ISD, Texas Medical Center and the City of Houston.

ACI is being recommended to the Bellaire City Council to guide the City in developing a Self-Evaluation and Transition Plan that will not only ensure the City is following Federal law but will ensure the City of Bellaire is truly accessible to all people.

The final plan will take more than a year to complete and ACI will work with City Staff through entire process. Once completed, ACI will present to City Council a copy of the Self-Evaluation and the Transition Plan for review and acceptance. The Transition Plan will guide the City Council in developing time lines to eliminate barriers, whether structural or non-structural.

ACI will conduct public meetings to gather input from interested citizens and public officials. They will meet with the Planning and Zoning Commission to review and discuss ordinances and practices related to accessibility. ACI will guide the City in reviewing City practices, services, and programs. They will assess City facilities and grounds and evaluate communication practices, including a review of the City web page. Based on their findings ACI will also make training recommendations for future consideration.

The ADA Self-Evaluation and Transition Plan project is an identified 2018 Management Project.

Previous Council Action Summary:

N/A

Fiscal Impact:

\$60,000.00 was allocated in the Fiscal Year 2017-2018 budget for this project.

City Attorney Review:

The City Attorney has reviewed the associated documents.

Recommendation:

It is the recommendation of Karl Miller, Director of Parks, Recreation and Facilities that the City Council of the City of Bellaire authorizes the City Manager of the City of Bellaire to enter into an agreement with American Construction Investigations, Ltd. in an amount not to exceed \$60,000.00 for the development of an ADA Self-Evaluation and Transition Plan.

ATTACHMENTS:

- ACI ADA Ordinance - 041918 (DOCX)
- Standard Form of Agreement for ACI (DOC)
- ACI proposed Self-Eval and Transition Plan 041918 (PDF)



ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER 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 AMERICAN CONSTRUCTION INVESTIGATIONS, LTD., AND THE CITY OF BELLAIRE, TEXAS, TO PERFORM AN ADA SELF-EVALUATION AND TRANSITION PLAN, FOR THE CITY OF BELLAIRE, TEXAS, IN AN AMOUNT NOT TO EXCEED \$60,000.00.

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

THAT the City Manager 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 American Construction Investigations, LTD., and the City of Bellaire, Texas, in a form as attached hereto and marked "Exhibit A," to perform an ADA Self-Evaluation and Transition Plan for the City of Bellaire, Texas, in an amount not to exceed \$60,000.00.

PASSED and APPROVED this 7th day of May, 2018.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

STANDARD FORM OF AGREEMENT

STATE OF TEXAS §
 §
 COUNTY OF HARRIS §

This **AGREEMENT** is made and entered into this 7th day of May, 2018, 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 City Manager, 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 **AMERICAN CONSTRUCTION INVESTIGATIONS, LTD.**, a corporation, hereinafter referred to as "**CONTRACTOR.**"

WITNESSETH:

That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the **CITY**, the **CONTRACTOR** hereby agrees with the **CITY** to commence and complete the **ADA SELF-EVALUATION AND TRANSITION PLAN**, the overall scope of which includes the following:

Assist the City of Bellaire with the Title II, required Americans Disability Act, Self-Evaluation and Transition Plan by conducting public meetings, interviewing key City employees and officials; the review and assessment of department programs, services and facilities; reviewing City Ordinances and meeting with the Planning and Zoning Commission. American Construction Investigations will provide copies of all documents and forms related to the Self-Evaluation and Transition Plan and provide recommends and solutions to the City of Bellaire to guide in the elimination of inequitable practices and ensure barrier free facilities.

Said project shall include the provision of all work of every kind or nature necessary to complete the project, under the terms as stated in the **CONTRACTOR'S PROPOSAL** in accordance with the conditions and costs stated in the **CONTRACTOR'S PROPOSAL**, attached hereto and marked "Attachment A," all of which are made a part hereof, and collectively evidence and constitute the entire **Contract**.

The **CITY** agrees to pay the **CONTRACTOR** in current funds for the performance of the **Contract** in accordance with the **CONTRACTOR'S PROPOSAL** submitted therefore which forms a part of this **Contract** and to make payment on account thereof as provided therein.

The undersigned person executing this **Contract** and all other documents executed simultaneously herewith, does certify and attest that he or she is executing the same in his or her capacity as herein stated as an officer of said corporation.

As required by Chapter 2270, Texas Government Code, **CONTRACTOR** hereby verifies that it does not boycott Israel, as defined by Chapter 808, Texas Government Code, and will not boycott Israel through the term of this Agreement.

IN WITNESS WHEREOF, the City Manager of the **CITY OF BELLAIRE, TEXAS**, as attested to by the City Clerk of the **CITY OF BELLAIRE, TEXAS**, 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. 18-XXX, an Ordinance duly enacted by the City Council of the **CITY OF BELLAIRE, TEXAS**.

CITY OF BELLAIRE, TEXAS

 Paul A. Hofmann
 City of Bellaire, Texas

ATTEST:

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

APPROVED AS TO FORM:

 Alan P. Petrov, City Attorney
 City of Bellaire, Texas

IN WITNESS WHEREOF, the **CONTRACTOR**, whose name is hereinafter set out, does certify and attest that he or she has executed this **Agreement** in his or her capacity as herein stated, for and on behalf of said corporation, and that he or she has authority to do so.

AMERICAN CONSTRUCTION INVESTIGATIONS, LTD.

 Printed Name:
 Title:

Attest:

 Printed Name:
 Title:



April 11, 2018

Karl Miller
Director of Parks, Recreation & Facilities
7008 Fifth Street
Bellaire, TX 77401-4495

Re: ADA Self-Evaluation

Mr. Miller,

We are pleased to offer this proposal to perform an ADA Self-Evaluation and Transition Plan for the City of Bellaire.

American Construction Investigations Ltd. is a network of highly credentialed and experienced architects, certified building code plans examiners and registered accessibility specialists with extensive experience in ADA, Texas Accessibility Standards and FHA compliance. The firm also includes construction professionals with expertise in cost analysis, scheduling, jobsite safety and project management.

Since 1994, ACI has been a leader in the Houston area for ADA compliance, building codes and forensic architecture. We are qualified and have the availability to provide the services requested. Some notable projects for which we have consulted include:

- ExxonMobil Corporate Campus – TAS review and inspections
- New Caney ISD – ADA Evaluation of 60+ facilities and sites
- Texas Medical Center – ADA Evaluation of all Public Sidewalks and Garages
- City of Houston Panel Replacement – ADA evaluation and design for sidewalks and curb ramps.

The Title II of the ADA requires cities to perform a self-evaluation to determine if existing city facilities, services and programs are accessible to people with disabilities. Also required is a transition plan to implement necessary modifications identified during the self-evaluation.

The following is a brief outline of this process.

ADA Self Evaluation

- Appointment of ADA Coordinator and establishment of Grievance Procedure
- Public meetings to discuss process and goals.
- Evaluation of Departments and Programs
- Survey existing facilities to determine compliance with current accessibility standards.
- Develop transition plan for structural modifications.
- Develop action plan for non-structural changes.
- Final documentation and Public Notice.

The self-evaluation will take approximately 6 months to complete. Additional consultants will be required to complete some portions of the work such as website accessibility and training, if necessary.

Scope of Services

- Prepare a presentation for review and comment by City Council or other interested parties regarding the self-evaluation process.
- Kick-off meeting with City Council.
- Introductory meeting with Directors and Managers.
- Host a public meeting to answer questions about the process and accept public comment.
- Administrative Requirements: Interview City of Bellaire key personnel and complete the Administrative Requirements form. Review existing Grievance Procedures.
- Departments and Programs: Refer to attached list for Departments and Programs. List all the public entity's services, programs, and activities in the Departments and Programs form. Identify liaisons for each department.
- General Nondiscrimination: Evaluate each department and using the General Nondiscrimination form. This will include an interview with the liaison for the department and tour of facilities. One General Non-discrimination Form will be completed for each Department and will include evaluation of programs overseen by that department. See Attachment A for the list of Departments will be evaluated.
- Effective Communication: Evaluate each department and program using the Effective Communications form.
- Web Accessibility: The City of Bellaire website will be evaluated for Web Content Accessibility and the findings and recommendations will be included in the transition plan.
- Review existing City ordinances for potential ADA conflicts. Meet with representatives of Planning & Zoning.
- ADA Standards for Accessible Design – Facility Surveys
 - Public Sidewalks: Public sidewalks immediately adjacent City buildings and facilities will be included in the survey for each building. A survey all sidewalks within the City is not included. The City policy for new construction of sidewalks or modification of existing sidewalks will be

evaluated and recommendations made for establishing a process for continued compliance.

- See Attachment B for the facilities list. Each facility will be surveyed for compliance with the 2010 ADA Standards for Accessible Design. A report will be prepared identifying architectural barriers.
- Program Accessibility: Using information collected during the department interviews and facility surveys, any services, programs or activities that are not in accessible facilities will be evaluated to determine whether structural or non-structural changes will be provided to ensure program accessibility. Use the Program Accessibility form to list the structural and non-structural solutions.
- Transition Plan: List the structural changes that need to be made on the Transition Plan form. Include the access issues and potential solutions. Assist the City ADA Coordinator with determining target dates and person responsible for making sure the work gets done, estimated costs, source of funds and priority of items.
- Action Plan: List the non-structural changes that need to be made on the Action Plan form. This will include the issue and potential solution. Assist the City ADA Coordinator with determining target dates and person responsible for making sure the work gets done. Make recommendations for training if necessary for the action plan.
- Administrative Requirements: Update the Administrative Requirements form.
- Public meeting to review the outcome of the Self Evaluation.

All reports and documents prepared during the course of this evaluation will be submitted to the City in digital format.

The above services will be provided for a total fee not-to-exceed \$60,000.00. All services are billed at a rate of \$195 per hour. Approved additional services are billed hourly. There are no expenses anticipated for this work.

Please call if you have any questions. Thank you for this opportunity.

Sincerely yours,

AMERICAN CONSTRUCTION INVESTIGATIONS, LTD.



Jeremy G. Murphy, AIA, RAS
Director, Accessibility & Code Consulting Services

Attachment A: Initial list of Departments & Programs

Attachment B: List of City Facilities

Attachment C: ADA Title II Example Forms

Attachment A

Departments

- 1) City Clerk
- 2) City Manager's Office
- 3) Development Services
- 4) Finance Administration
- 5) Fire Department
- 6) Library
- 7) Municipal Courts
- 8) Parks, Recreation and Facilities
- 9) Police Department
- 10) Public Works
- 11) Human Resources
- 12) Information Technology

Attachment B

NAME OF FACILITY	ADDRESS
Bellaire Family Aquatic Center	7001 5th Street
Bellaire Little League Field & Concession	5122 Jessamine Street
Bellaire Public Library (<i>ADA Improvements in 2012</i>)	5111 Jessamine Street
Bellaire Town Square Park	7008 S. Rice
City Hall w/ Civic Center (<i>under construction</i>)	7008 S. Rice
Evelyn's Park (<i>built in 2017</i>)	4400 Bellaire Blvd.
Evergreen Park	4500 Evergreen Street
Feld Park/Water Plant/Pump House	6406 Avenue B
Fire Station (<i>built in 2010</i>)	5101 Jessamine Street
Holly Street Trail	5200 Holly Street
Horn Field	4535 Pine Street
Joe Gaither Park	4901 Anderson Street
Lafayette Park	4337 Lafayette Street
Locust Park	4616 Locust Street
Mulberry Park	700 Mulberry Lane
Paseo Park	4640 Bellaire Blvd.
Police Firing Range	2837 Bellfort Street
Police Station/Municipal Courts (<i>under construction</i>)	5101 Jessamine Street
Public Works	4440 Edith Street
Russ Pitman Park & Nature Discovery Center	7112 Newcastle Street
Vic Driscoll Park	4500 Locust Street
Ware Family Park	6200 Jaquet Drive

