CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

OCTOBER 15, 2018

Council Chamber and Council Conference Room Regular Session **5:45 PM**

FIRST FLOOR OF CITY HALL
7008 SOUTH RICE AVENUE
BELLAIRE, TX 77401

Mayor

Andrew S. Friedberg

Mayor Pro Tem	Council Member	Council Member
Gus E. Pappas	Trisha S. Pollard	Michael Fife
Council Member	**Council Member**	**Council Member**
Neil Verma	Pat B. McLaughlan	David R. Montague

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

REGULAR SESSION - 5:45 P.M.

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

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

C. Board Interview (Council Conference Room):

Interview, discussion and evaluation of applicants interested in filling a vacancy on the Evelyn's Park Conservancy Board - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

[NOTE: THE BOARD INTERVIEW IS ANTICIPATED TO CONCLUDE, AND THE REGULAR SESSION TO CONTINUE IN THE COUNCIL CHAMBER, AT APPROXIMATELY 6:00 P.M.]

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

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

1. U.S. Pledge of Allegiance:

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

2. Pledge to the Texas Flag:

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

I. PUBLIC HEARING (SPECIFIC USE PERMIT FOR DRIVE-THROUGH HAND CAR WASH AND DETAIL FACILITY)

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

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

C. Presentation of Proposal:

Public hearing on an application filed by Daniel Chang, as applicant, for a Specific Use Permit as required by Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, to allow for the operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, Bellaire, Texas, in the Corridor Mixed-Use (CMU) Zoning District, as provided for in Section 24-536.B.(2)(d)(2) of the Code of Ordinances of the City of Bellaire, Texas - Submitted by ChaVonne Sampson, Director of Development Services.

D. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the public hearing. 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.

E. Questions from the Mayor and City Council.

F. Close of the Public Hearing.

Oral public comment on the subject matter of the public hearing will not be received following the close of the public hearing. The public may submit written comments to the City Council prior to its final deliberation. All written comments must be received in the City Clerk's office by noon on the Thursday preceding the meeting of final deliberation for inclusion in the official record of the proceedings. It is anticipated that final deliberation will occur on Monday, November 5, 2018; therefore, written comments should be submitted by noon on Thursday, November 1, 2018.

G. Adjourn.

II. REGULAR MEETING

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

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

C. Personal/Audience Comments.

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

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

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

D. Reports and Presentations:

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

2. Monthly Financial Report for the Period Ending August 31, 2018 - Submitted by Terrence Beaman, Chief Financial Officer.

3. Quarterly Report from the Evelyn's Park Conservancy Board - Presented by Lou Waters, President of the Evelyn's Park Conservancy Board, and Patricia King-Ritter, Executive Director of Evelyn's Park.

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 adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, September 17, 2018 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Sep 17, 2018 7:00 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, authorizing the City Manager of the City of Bellaire, Texas, to execute, for and behalf of the City of Bellaire, Texas, a "Pay Estimate No. 3-Final" with Stripe Lines, Inc., in the amount of $10,695.84 for the FY 2017 Street Striping Project, and authorizing the City Manager to release retainage to Stripe Lines, Inc., on said project in the amount of $10,695.84, and accepting said project - Submitted by Michael Leech, Director of Public Works.

c. Group D Phase 1 Sidewalk Project Contract Disposition:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, to accept the withdrawal of RAC Industries, LLC's bid for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project, Bid No. 18-010, and reject all bids submitted for said project; and to rescind Ordinance Nos. 18-056 and 18-057, which authorized the City Manager to execute Standard Forms of Agreement with RAC Industries, LLC, and ARKK Engineers, Inc., for said project - Submitted by Michael Leech, Director of Public Works.

2. Adoption of Ordinances and Resolutions:

a. Consideration of and possible action on a request to repeal or modify Ordinance No. 16-030, requiring that all new construction include the installation of sidewalks along each side of a property abutting a public street as set forth in Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, Sec. 9-22, Sidewalks required for new construction - Requested by Pat B. McLaughlan, Council Member.

b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating one (1) member to fill a vacancy on the Evelyn's Park Conservancy Board as the City's representative for a term commencing on October 15, 2018, and ending on June 30, 2020 - Submitted by Tracy L. Dutton, City Clerk.

3. Item for Individual Consideration:

Consideration of and possible action on requests from residents in the 4600 block of Laurel Street and the 4600 block of Oleander Street to amend the scope of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project by removing said blocks from the project - Requested by David R. Montague, Council Member.

F. Community Interest Items from the Mayor and Council.

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

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

See Texas Government Code, Chapter 551, Open Meetings Act, Section 551.0415.

G. Adjourn.

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

SCHEDULED
INFORMATION ITEM (ID # 2723)

Meeting: 10/15/18 05:45 PM
Department: City Clerk
Category: Appointment
Department Head: Tracy L. Dutton
DOC ID: 2723

Item Title:

Interview, discussion and evaluation of applicants interested in filling a vacancy on the Evelyn's Park Conservancy Board - Submitted by Tracy L. Dutton, City Clerk, on behalf of the City Council.

Background/Summary:

On August 28, 2018, Evelyn's Park Conservancy Board Member Patricia King-Ritter emailed the City Clerk's office to let the City know that she had accepted the position of Executive Director for Evelyn's Park and needed to resign her appointment as a Board Member. Ms. King-Ritter was most recently appointed to serve a two-year term on the Evelyn's Park Conservancy Board commencing on July 1, 2018 and ending on June 30, 2020.

The City Clerk's office began advertising to fill this vacancy on Tuesday, September 4, 2018 and applications were accepted until 5:00 p.m. on Friday, September 28, 2018.

Ten applications were received, and interviews scheduled on Monday, October 8, 2018 for nine of the applicants and on Monday, October 15, 2018 for one applicant. One of the applicants scheduled to interview on Monday, October 8, 2018 withdrew her application prior to interviewing.

Members of City Council will interview applicant Edward (Ed) Kahn this evening. It is anticipated that members of the City Council will consider making an appointment to the Evelyn's Park Conservancy Board later in the evening.

Previous Council Action Summary:

Eight (8) applicants interested in filling a vacancy on the Evelyn's Park Conservancy Board were interviewed by members of the City Council on Monday, October 8, 2018.

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

No action to be taken.

ATTACHMENTS:

- Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (PDF)

City of Bellaire

Boards and Commissions

Applications

(Evelyn's Park Conservancy Board Vacancy)

October 2018

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

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Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

1

Board and Commission Application

Michelle Cash

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

PLEASE NOTE: THIS INFORMATION (except email) WILL BECOME PUBLIC RECORD

Please visit the City website for more information on each Board and Commission.
https://www.bellairetx.gov/

Click below for individual Board summaries.
https://www.bellairetx.gov/615/Boards-and-Commissions

Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

Michelle Cash

Street Address *

[redacted] Beech Street

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Lawyer

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

21

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

I have lived in Bellaire over 20 years. I have almost 30 years of experience as a lawyer, most recently in The Cash Law Firm,, PLLC. My undergraduate degree is from Tulane University, and my JD is from The University of Texas School of Law. I have served as a volunteer and board member with other non-profit entities in the Houston area.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

I believe that I could provide support for all of the goals for the commissions and boards and would be open to various ways to further the goals of the various stakeholders, including donors and the residents of Bellaire.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

When my son was younger, I was an active volunteer with Bellaire Little League and have volunteered for all of my son's schools, including serving on the Booster Club board, auction committees, annual fund, and other volunteer efforts at St. Thomas High School. I served as a board member for Avondale House and for the Friends of Fondren Library. I am a life member of the Friends of the Bellaire Library and have volunteered at their used book sales. Currently, I am a Vice President of the Parent Advisory Board for Claremont McKenna College. I have served as a volunteer in many professional roles, including Chair of the Houston Bar Association Labor and Employment section, Editor in Chief of The Houston Lawyer magazine, editorial board member for the Texas Bar Journal, Chair of the HBA's Legal Line Committee (legal advice to members of the public), and other professional volunteer activities to serve the public.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Are you reapplying? *

- ○ Yes
- ◉ No

Board Preferences

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*	○	○	◉
Board of Adjustment	○	○	◉
Building & Standards Commission	○	◉	○
Cultural Arts Board	○	◉	○
Environmental & Sustainability Board	○	◉	○
L.I.F.E. Advisory Board	○	○	◉
Parks & Recreation Advisory Board	◉	○	○
Planning & Zoning Commission	○	◉	○
Evelyn's Park Conservancy Board	◉	○	○

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Michelle Cash

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

09 / 14 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

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Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

MICHELLE HOOGENDAM CASH
[redacted] BEECH STREET
BELLAIRE, TEXAS 77401
[redacted]

EDUCATION

The University of Texas School of Law
J.D., with honors, 1989
TEXAS LAW REVIEW; Teaching Quizmasters (Coordinator)

Tulane University/Newcomb College
B.A., Economics/Political Science, *cum laude*, December 1985
- Mortar Board (President), Newcomb Senate, Pi Beta Phi
- St. Andrews University, Scotland -- Junior Year Abroad

CERTIFICATIONS

Board Certified in Labor and Employment Law, 1995 - present
Texas Board of Legal Specialization

Mediation Training, with Houston Dispute Resolution Center, 2010

EXPERIENCE

The Cash Law Firm, PLLC 2012 – present
Attorney/Mediator
- Employment law practice focusing on the representation of businesses and individuals on a variety of employment law issues, including: employment contracts, separation agreements, compliance obligations, wage and hour matters, anti-discrimination laws, training, and retaliation claims
- Practice before federal and state courts and agencies that regulate the employment relationship
- Mediation of employment disputes

Shellist Lazarz, Slobin, LLP 2010 – 2012
Senior Counsel
- Employment law litigation and administrative matters

ABM Industries Inc., Houston, Texas 2008 - 2010
Deputy General Counsel/Special Counsel
- Lead employment counsel for division with approximately 80,000 service employees; led in-house and contract lawyers and staff
- Managed administrative claims and employment litigation, including class actions, across the United States

Phillips & Reiter, PLLC, Houston, Texas 2008
Employment Practice Lead

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Pemberton Legal Search Corp. 2006 - 2008
Founder/President
Founded and ran legal recruiting business, including business development and marketing, recruiting candidates for open positions, and back office administration

Major, Lindsey & Africa, Houston, Texas 2003-2006
Managing Director
Legal Recruiter/Employment Counsel
Advised 17 global offices on employment matters and handled attorney searches for corporate and law firm clients

UBS Warburg Energy, Houston, Texas 2002-2003
Assistant General Counsel/Director

- Employment counsel for energy division spun off from Enron
- Litigation management/coordination, including direct interaction with FERC, CFTC, DOJ, and California AG on investigations
- Corporate compliance matters
- Managed employment issues related to office closures

Enron Wholesale Services, Houston, Texas 1997-2002
Assistant General Counsel
Labor and employment counsel for several business units with employees in the US, Canada, Europe, Central/South America, and Asia, including:

- Employment litigation management; pre-litigation matters such as regulatory charges, investigations, and demand letters
- Employment agreements: drafting, negotiation, and enforcement
- Transaction support (diligence, negotiating deal documents, WARN issues, union matters, and post-transaction issues)
- Performance management and compensation/equity programs
- Reductions-in-force and bankruptcy-related matters
- Employment and compliance training
- Managed HR compliance team responsible for affirmative action, employee relations, and related matters in 2001

Bracewell, LLP, Houston, Texas 1989-1997
Associate, Labor & Employment Section

- Employment litigation before federal and state trial and appellate courts and administrative agencies (first- and second-chair trial experience)
- Transactional support on employment-related issues
- Employment advice, counseling, and training

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

PROFESSIONAL/ COMMUNITY

State Bar of Texas

- *Texas Bar Journal*, Board of Editors (2014-present)
- Standing Committee on Women in the Profession (Chair, 2008-09; Vice Chair 2007-08)
- Labor and Employment Section

Houston Bar Association

- Labor & Employment Section (Council 2012–15; Past Chair 2004-05; Chair 2003-04; Chair-Elect 2002-03; Vice Chair 2001-02)
- The Houston Lawyer (Editor-in-Chief 2006-07, President's Award; Articles Editor 2005-06; Board member 1992-98, 2000-09)
- Legal Lines Committee Co-chair (President's Award)
- Judicial Polls Committee; Membership Committee (2013–16)
- Volunteer Mediator with DRC as needed
- Continuing Legal Education Committee (2014-15)
- Gender Fairness Committee (2016-17); Speakers Bureau (2014-17)

Association of Corporate Counsel

- Houston Chair, Labor & Employment Committee (2009-11)

Texas Super Lawyer, per Texas Monthly (Inaugural year, 2012–present)

Houstonia Magazine Top Lawyers in Houston –2013-2015, 2017

National Employment Lawyers Association

- Houston Chapter – Chair 2012; Council 2011–13

Claremont McKenna College Parent Advisory Board

- Vice President, Communications (2018-19)
- Nominating Committee (2017-present); Communications Committee (2016-present)

Rice University

- **Friends of Fondren Library** (Board of Directors, 2011–17)
- **RBI Club** (Baseball Booster Club (2007–17)

Avondale House – Board Member of School and Residential Facility for Children and Young Adults with Autism (2006-2009)

St. Thomas High School

- Auction, Annual Fund, Booster Club Baseball Liaison

Holland Club of Houston - Member

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

REPRESENTATIVE MATTERS

- Litigation and compliance matters, including:
  - Federal and state anti-discrimination laws, including Title VII of the Civil Rights Act, Age Discrimination in Employment Act, Americans with Disabilities Act, Texas Labor Code
  - Harassment prevention and investigations
  - Wage and hour matters, including class actions under federal and state law (federal and class actions in California and Washington state)
  - Litigation management (including pre-litigation administrative charges)
  - Training and advice on steps to minimize, mitigate, or prevent litigation
  - Legal issues regarding hiring, including employment contract drafting, negotiation, and enforcement of post-employment restrictive covenants (non-competes, etc.)
  - Employee relations advice and investigations
  - Foreign Corrupt Practices Act, Dodd-Frank/Sarbanes-Oxley whistleblower statutes, and other anti-corruption/anti-retaliation matters
  - Leaves of absence (Family and Medical Leave Act, worker's compensation, etc.)
  - Reductions in force and office closures (including compliance, public and employee relations, separation programs)
  - Compensation programs, including incentive and equity programs
  - Government contractor compliance, including affirmative action plans and audits
  - Training on employment issues, such as ethics/compliance, harassment prevention, union avoidance, diversity and inclusion, and related issues
  - Drug and alcohol testing issues
  - Social Media, Internet use, and related data and security issues (such as Bring Your Own Device programs); data protection matters in the European Union
  - Limited experience in traditional Labor arena, including Project Labor Agreements, corporate campaigns, and related matters
  - Drafting/implementation of compliance program (*e.g.*, conflicts of interest, confidentiality, FCPA, business ethics, employee theft, company equipment use, etc.)
  - Drafting and revising company policies, including personnel handbooks
  - Recordkeeping and retention, particularly regarding personnel information
  - Litigation holds

- Transactional Support, Agreements, and Contracts, such as:
  - Mergers, acquisitions, and divestitures, with focus on employment and labor issues; these efforts include pre-transaction due diligence, review and drafting of employment-related contract provisions, practical issues related to the personnel aspects of transactions, and post transaction integration matters
  - Master service agreements with providers (IT, contract personnel, etc.)
  - Independent contractor agreements
  - Executive employment agreements and separation/release documentation

City of Bellaire

2

Board and Commission Application

Sumit Dalwadi

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

Sumit Dalwadi

Street Address *

[redacted]Azalea Trail Lane, Bellaire, TX 77401

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Real Estate Developer/Asset Manager

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

23

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

Resume Emailed

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

I have been a long time resident of Bellaire and want to be more involved with the growth of our great community.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

My activities with the City itself has been minimal but I'd like to change that. Outside of the city, I have been very active with many organizations with my Industry that is detailed in my resume. What is not in the resume is my charitable activity with "charity: water". My company donates to the charity through all of it's locations and I have also donated substantially to it. Their focus is the bring clean water to every human being and I push for this cause as much as I can. To date, I have raised/donated over $50,000.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Board Preferences

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*	○	○	○
Board of Adjustment	○	○	◉
Building & Standards Commission	○	◉	○
Cultural Arts Board	○	○	○
Environmental & Sustainability Board	○	○	○
L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	○	○
Planning & Zoning Commission	◉	○	○
Evelyn's Park Conservancy Board	○	○	○

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Sumit Dalwadi

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

09 / 16 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

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Google Forms

SUMIT JAY DALWADI

[redacted] Azalea Trail Lane, Bellaire, Texas 77401 • [redacted]

EDUCATION

EMBA at Prairie View A&M University – College of Business *August 2015*
Texas Southern University, Houston, Texas, *May 2012*
Bachelor of Science, Computer Science
Minor in Mathematics
Champions School of Real Estate
Texas Real Estate Broker License - #858723
International Association of Holiday Inn Owners Leadership Institute at Emory University – Goizueta School of Business

CERTIFICATIONS

Certified Hotel Owner Certification designated by AAHOA (Asian American Hotel Owners Association)
Texas Real Estate Broker

ACADEMIC GOALS

Certified Hotel Administrator designation by AH&LA
To pursue a law degree from the University of Houston - College of Law

EXPERIENCE

Dalwadi Hospitality Management, TX – *President, Jan 2014-Present*
- Restructured management division for managed assets
- Consolidated portfolio of 7 Hotels owned by Dalwadi Holdings
- Refocused investment strategy to increase investor value

J.D. Real Estate – Management & Development, TX – *President/ Broker, Dec 2012-Present*
- Brokered & listed over $30 MM in commercial properties

J.D. Real Estate – Management & Development, TX – *Vice President/Agent, Feb 2008-Dec 2012*
- Assisted in the formation of the company
- Brokered & listed over $30 MM in commercial properties

J.D. Engineering & Construction Corporation, TX – *Vice President, May 2010-Present*
- Oversee construction projects
- Build construction portfolio
- Evaluate and implement proper procedures

Jay Shree Kapi Hospitality, LLC, TX – *Assistant General Manager, Jan 2009 – July 2010*
Holiday Inn Express Hotel & Suites Property
- Analyze forecasting and occupancy reports for management meetings
- Reconcile corporate billing transactions and prepare account reconciliation
- Assist General Manager in daily operations
- Create and implement training procedures for new employees
- Resolve guest complaints/comments/requests
- Manage and train all employees

Summit Inn, Houston, TX – *Manager, Mar 2001 – Dec 2004*
33 Unit Motel
- Train new employees
- Install and troubleshoot *Check-Inn* Software
- Responsible for billing and making daily deposits to the bank
- Resolve guest complaints/comments/requests

COMPUTER SKILLS

- **Software**: MS Office Suite (Excel, Word, PowerPoint), SQL, HTML, XML, Publisher, Adobe Photoshop, FrontPage, Visio, AutoCAD, Audition, iMovie, Premiere
- **Programming**: C++, C#, Java, HTML
- **Operating Systems**: MS-DOS, MS-Windows 95/98/NT/2000/XP/7/8, Mac OS, Linux

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

SUMIT JAY DALWADI

[redacted] Azalea Trail Lane, Bellaire, Texas 77401 • [redacted]

MISC. SKILLS

- Multilingual: Hindi, English, Gujarati

ACTIVITIES

- American Hotel & Lodging Association - *Member*
- Asian American Hotel Owners Association
  - *Lifetime Member*
  - *Southeast Texas Ambassador (2012-2015)*
  - *Convention & Meetings Committee (2014-2017)*
- Texas Under 30 Gateway for American Hotel & Lodging Association, TX – *Founder*
- National Association of Realtors/Houston Association of Realtors – *Broker*
- Hotel & Lodging Association of Greater Houston
  - *Government Affairs Committee – Member 2017 - Present*
  - *Programs & Events Committee – Member 2018 – Present*
  - *Hospitality On Parade Committee – 2018*
- South Asian Chamber of Commerce
  - *Board Member 2018*

REFERENCES

- Available Upon Request.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

3

Board and Commission Application

A. Kyle Jones

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

PLEASE NOTE: THIS INFORMATION (except email) WILL BECOME PUBLIC RECORD

Please visit the City website for more information on each Board and Commission.
https://www.bellairetx.gov/

Click below for individual Board summaries.
https://www.bellairetx.gov/615/Boards-and-Commissions

Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

A. Kyle Jones

Street Address *

[redacted] Saint Paul St. Bellaire, TX 77401

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Associate Professor

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

10

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

Submitted to the provided email address

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

I have been involved in many unofficial ways as a resident of Bellaire but I want to do more for the city. I feel this particular vacancy (Evelyn's Park Board) is a good fit as I have young children and we frequent the park.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

I communicate frequently with the city about safety concerns and problems with city infrastructure. I helped local churches with Harvey recovery efforts, and I volunteer regularly at Horn Elementary

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Board Preferences

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*	○	○	○
Board of Adjustment	○	○	○
Building & Standards Commission	○	○	○
Cultural Arts Board	○	○	○
Environmental & Sustainability Board	○	◉	○
L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	○	◉
Planning & Zoning Commission	○	○	○
Evelyn's Park Conservancy Board	◉	○	○

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

I have spoken at City Council meeting previously

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

A. Kyle Jones

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

09 / 19 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

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Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CURRICULUM VITAE
Aaron Kyle Jones, Ph.D.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

PRESENT TITLE AND AFFILIATION

Primary Appointment

Associate Professor, Department of Imaging Physics, Division of Diagnostic Imaging, The University of Texas MD Anderson Cancer Center, Houston, TX

Section Chief ad interim, Radiologic Physics, Department of Imaging Physics, Division of Diagnostic Imaging, The University of Texas MD Anderson Cancer Center, Houston, TX

Dual/Joint/Adjunct Appointment

Adjunct Professor, The University of Texas M. D. Anderson Cancer Center School of Health Professions (SHP) at Houston, Houston, TX

Full Member, Medical Physics Graduate Program Department of Imaging Physics, Division of Diagnostic Imaging, Houston, TX

Associate Member, The University of Texas Graduate School of Biomedical Sciences (UT-GSBS) at Houston, Houston, TX

CITIZENSHIP

United States

OFFICE ADDRESS

The University of Texas MD Anderson Cancer Center
1400 Pressler
Department of Imaging Physics
Unit Number: 1472
Houston, TX 77030-3721
Room Number: FCT14.5026
Phone: (713) 563-0552
Fax: (713) 563-2720

EDUCATION

Degree-Granting Education

Furman University, Greenville, SC, BS, Magna Cum Laude, 2001, Physics

University of Florida, Gainesville, FL, MS, 2003, Medical Physics

University of Florida, Gainesville, FL, PHD, 2006, Medical Physics

Institutional Committee Activities

Radiation Safety Committee, Member, 2009-present

Fluoroscopy Radiation Protocol Committee, Chair, 5/2013-5/2015

Ad Hoc Fluoroscopy Privileging Committee, Chair, 6/2013-7/2014

UT-GSBS Medical Physics Program Steering Committee, Member, 11/2013-present

CME Advisory Committee, Member, 9/2015-present

Chair, Medical Physics Curriculum Review Committee, The University of Texas Graduate School of Biomedical Sciences, Houston, TX, 1/2014-7/2015

Graduate School of Biomedical Sciences, Curriculum Committee, 9/2018-present

PUBLICATIONS

Over 50 peer-reviewed publications

TEACHING

Teaching Within Current Institution - University of Texas Graduate School of Biomedical Sciences

Formal Teaching

Courses Taught

Coordinator, Anatomy and Oncology for Medical Physicists, UT-GSBS, Course Number: GS02-0142, 3 semester hours, Contact hours: > 40/yr

2009-2016

Coordinator, Current Topics and Special Applications in Computed Tomography, School of Health Professions, Course Number: DI 4355, Contact hours: 20/yr
2010-2013

Coordinator, Medical Physics Seminar, Course Number: GS02-0731,
Spring 2011, 1/2011-6/2011, 1 semester hour, Contact hours: 20/yr

Co-coordinator, Fundamental Anatomy, Physiology, and Biology for Medical Physicists I, University of Texas Graduate School of Biomedical Sciences, Course Number: GS02-1063, 3 semester hours, Contact hours: > 40/yr
Fall, 8/2017-present

Coordinator, Fundamentals of Anatomy, Physiology, and Biology for Medical Physics II, University of Texas Graduate School of Biomedical Sciences, Course Number: GS02-1064, 3 semester hours, Contact hours: > 40/yr
1/2018-present

N/A

CONFERENCES AND SYMPOSIA

Organization of Conferences/Symposia

Organized all or part of 6 national and regional meetings

Presentations at National or International Conferences

Over 50 invited presentations

PROFESSIONAL MEMBERSHIPS/ACTIVITIES

National and International

American Association of Physicists in Medicine (8900+ member professional society)

Member, 2001-present
Co-Chair, Task Group 151 - Quality control in digital radiography, 2006-12/2012
Member, Task Group 150 - Acceptance testing of digital radiography equipment, 2006-2015
Member, Task Group 171 - Tomosynthesis, 2007-2010
Member, Radiography and Fluoroscopy Subcommittee, 2008-2017
Liaison to Conference of Radiation Control Program Directors (CRCPD), 2009-present
Digital Radiography training - CRCPD, 5/2009
Member, Tomosynthesis Subcommittee, 2010-2017
Member: Task Group 223 - Dosimetry in tomosynthesis imaging, 1/2012-2017
Co-chair: Task Group 232 - Clinical use of CR/DR exposure indices, 9/2012-2017
Safety culture training: CRCPD, 5/2013
Member: Ad Hoc Committee on Journal Publications, 5/2013-2016
Member: Task Group 238 - 3D C-arms with volumetric capability, 8/2013-2017

Member: Board of Directors 1/2018-1/2021

Southwest Chapter of the American Association of Physicists in Medicine

Member, 2006-present
President-Elect, 1/2011-1/2012
President, 1/2012-1/2013
Past President, 1/2013-12/2013
Member, Continuing Education Committee, 2014-present
Member, Awards and Honors Committee, 2014-present
Board representative to AAPM, 1/2018-1/2021

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

4

Board and Commission Application

Edward (Ed) Kahn

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE
BOARDS & COMMISSIONS APPLICATION

PLEASE NOTE: THIS INFORMATION (except email) WILL BECOME PUBLIC RECORD

Please visit the City website for more information on each Board and Commission.
Click HERE for individual Board summaries. Click HERE for the Board Handbook.

Name: EDWARD KAHN (ED)

Street Address: [redacted] LIVE OAK ST., Bellaire, Texas 77401

Email: [redacted] Preferred Phone Number [redacted]

Occupation/Retired: RETIRED

Years lived in Bellaire 42 (Must be a resident for at least 6 months before appointment date in June.)

Are you a registered voter in a Bellaire Precinct? ✓ Yes ___ No

State background information about yourself, including education and occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages).

SEE ATTACHED.

Briefly state why you want to serve the City of Bellaire as a member of a board/commission.

My wife, Susan, and I have loved being part of the Bellaire community and all the ways that Bellaire has grown and developed to many new amenities. I would very much like to be a part of helping the City grow and continue to be a great place to live. I think I have the experience and skills that could be helpful.

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

SEE ATTACHED.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Do you currently serve on a City of Bellaire Board or Commission? ___ Yes ✔ No

If yes, which one(s) _____

How long? _____ Are you reapplying? ___ Yes ___ No

If selected by the Bellaire City Council, on which Board(s) would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

___ Audit Finance Board*

___ Board of Adjustment

___ Building & Standards Commission

___ Cultural Arts Board

___ Environmental & Sustainability Board

___ L.I.F.E. Advisory Board

___ Parks & Recreation Advisory Board

___ Planning & Zoning Commission

✔ Evelyn's Park Conservancy Board

Have you ever attended a meeting of any of the Boards or Commissions listed above? ___ Yes ✔ No
If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) ✔ Yes ___ No

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

Signature: Edward B. Kahn

Date: 5-24-2018

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must attach a resume for consideration.

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process.
You will be contacted by City Staff about an interview with the City Council and Mayor.
City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

Edward B. Kahn, Ph. D.

[redacted] Live Oak St., Bellaire, TX 77401 [redacted]

Skilled in partnering with organizations to increase organizational effectiveness and achieve strategic objectives. Experience in the areas of:

- Strategic planning
- Alignment of HR strategy with organizational objectives
- Employee engagement
- Coaching for individuals and teams
- Organization design and improvement
- Mediation and problem-solving
- Staff and leader assessment and selection processes

Experience

Korn Ferry
Executive Consultant 2005 – 2015

Shell Oil Company/Royal Dutch Shell Group 1975 – 2005
Director HR Strategy & Integration (2002 – 2005)
Manager HR Planning and Organization Development (1998 – 2002)
Manager Organization Effectiveness Services (1984 – 1998)
Manager Human Resources (1982 – 1984)
Human Resources Specialist (1977 – 1982)
HR Intern (1975 – 1977)

Education

PhD Industrial/Organizational Psychology – 1977, University of Houston
Masters Industrial/Organizational Psychology – 1975, University of Houston
Bachelor of Science in Psychology – 1969, University of Houston

Professional Affiliations

Society of Industrial/Organizational Psychologists, American Psychologists Association, Dearborn Conference Group

Community Leadership Positions

Board member, VP, and Committee/Task Force Chair – Congregation Emanu El
Board and Executive Committee member – ChildBuilders
Board and Executive Committee member – SEARCH Project for the Homeless
Pitman Park Board

Other

Licensed as a Psychologist in the State of Texas
Certified Mediator
Adjunct Professor – University of Houston

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

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Board and Commission Application

Ronnie Karkowsky

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE
BOARDS & COMMISSIONS APPLICATION

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Please visit the City website for more information on each Board and Commission.
Click HERE for individual Board summaries. Click HERE for the Board Handbook.

Name: RONNIE KARKOWSKY

Street Address: [redacted] CALVI CT., Bellaire, Texas 77401

Email: [redacted] Preferred Phone Number [redacted]

Occupation/Retired: OWNER - INSURANCE AGENCY

Years lived in Bellaire 23 (Must be a resident for at least 6 months before appointment date in June.)

Are you a registered voter in a Bellaire Precinct? ✓ Yes ___ No

State background information about yourself, including education and occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages).

- BA, UNIVERSITY OF TEXAS AT AUSTIN
- WIFE, LAURIE, AND WE HAVE 4 KIDS
- PAST PRESIDENT, BELLAIRE LITTLE LEAGUE
- PREVIOUSLY SERVED ON THE HERMANN PARK CONSERVANCY ADVISORY BOARD

Briefly state why you want to serve the City of Bellaire as a member of a board/commission.

I HAVE LIVED IN BELLAIRE FOR OVER 20 YEARS AND FEEL THAT SERVING THE COMMUNITY IS FULFILLING, WORTHY, AND A NECESSITY. I FEEL I HAVE A LOT TO OFFER BASED ON MY PRIOR EXPERIENCE.

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

- PAST PRESIDENT OF BELLAIRE LITTLE LEAGUE
- HERMANN PARK ADVISORY BOARD
- PREVIOUSLY SERVED ON THE BOARD OF SEVEN ACRES

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Do you currently serve on a City of Bellaire Board or Commission? ___ Yes ✓ No

If yes, which one(s) _____

How long? _____ Are you reapplying? ___ Yes ___ No

If selected by the Bellaire City Council, on which Board(s) would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

___ Audit Finance Board*

___ Board of Adjustment

___ Building & Standards Commission

___ Cultural Arts Board

___ Environmental & Sustainability Board

___ L.I.F.E. Advisory Board

___ Parks & Recreation Advisory Board

___ Planning & Zoning Commission

✓ Evelyn's Park Conservancy Board

Have you ever attended a meeting of any of the Boards or Commissions listed above? ___ Yes ✓ No
If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) ✓ Yes ___ No

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

Signature: _____

Date: 8/30/2018

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must attach a resume for consideration.

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process.
You will be contacted by City Staff about an interview with the City Council and Mayor.
City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

City of Bellaire

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Board and Commission Application

Corey McMullen

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

Corey McMullen

Street Address *

[redacted] Howard Ln

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Business Owner

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

8

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

I own an edible landscaping and urban farming company, Urban Organics, with a degree in horticulture. I also sit on the Lee College Advisory board.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

This would be my first foray into city boards/committees. I love Bellaire and I'd like to get involved in something I'm familiar with and help make a difference in the city.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

Aside from being a vendor at the EP pop up events, I haven't had much experience with Bellaire community activities. My position on the Lee College Advisory Board takes us into TDCJ prisons, where Lee holds college courses for inmates to help equip incarcerated men and women with marketable skills and character development to help them stay out of trouble upon release. I believe in second chances.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Board Preferences

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*			
Board of Adjustment			
Building & Standards Commission			
Cultural Arts Board			
Environmental & Sustainability Board			
L.I.F.E. Advisory Board			
Parks & Recreation Advisory Board			
Planning & Zoning Commission			
Evelyn's Park Conservancy Board			

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Corey McMullen

Date of acknowledgement *

MM DD YYYY

09 / 14 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

This content is neither created nor endorsed by Google.

Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

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Board and Commission Application

Sherry Noblett

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

sherry noblett

Street Address *

[redacted] Mulberry Ln.

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Dentist

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

25

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

I was born and raised in Houston, TX, and have been a licensed dentist for 30 years. I attended Texas A&M University through 1981-84, then attended the University of Texas Dental Branch (UTDB) from 1984-88, graduated with honors. My awards include: America's Top Dentist Award 2009, 2012, 2014, 2018, Houston's Top Dentist Award 2009 through present, Texas Academy of General Dentistry Award, Dale Andrews Award from The American College of Prosthodontist, and the Dentsply Merit Award. Omnicron Kappa Upsilon National Dental Honor Society.

I am affiliated with these groupsand organizations: Seattle Study Club, American Dental Association 1988-present, Greater Houston Dental Society 1988-present, University of Texas Dental Alumni Life Time Member, University of Texas Health Science Center Dean's Fund, Texas A&M Alumni Member, Texas A&M Chancellor's Century Club Member, Texas A&M Rapport Society, Ambassador On Call for Texas Children's, HAMS-Houston Association of Medical Students- New Member Committee, Texas A&M 12th Man Foundation, 100 Club of Houston Life Time Member, PARTNER of UT Nursing School, and donor to MD Anderson.

She is also a member of the Omicron Kappa Upsilon Honor Society at UTSD, the Alpha Lambda Delta Honor Society of Texas A&M, and the Phi Eta Sigma Honor Society of Texas A&M. Her community involvement includes being a Sunday School teacher at Bellaire United Methodist Church for 20 years, Girl Scout leader for 13 years, and Girl Scout Service Board for 4 years.

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

I live down the street from Evelyn's Park; I am interested in it's success

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

I am affiliated with these groupsand organizations: Seattle Study Club, American Dental Association 1988-present, Greater Houston Dental Society 1988-present, University of Texas Dental Alumni Life Time Member, University of Texas Health Science Center Dean's Fund, Texas A&M Alumni Member, Texas A&M Chancellor's Century Club Member, Texas A&M Rapport Society, Ambassador On Call for Texas Children's, HAMS-Houston Association of Medical Students- New Member Committee, Texas A&M 12th Man Foundation, 100 Club of Houston Life Time Member, PARTNER of UT Nursing School, and donor to MD Anderson.
She is also a member of the Omicron Kappa Upsilon Honor Society at UTSD, the Alpha Lambda Delta Honor Society of Texas A&M, and the Phi Eta Sigma Honor Society of Texas A&M. Her community involvement includes being a Sunday School teacher at Bellaire United Methodist Church for 20 years, Girl Scout leader for 13 years, and Girl Scout Service Board for 4 years.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Board Preferences

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*	○	○	○
Board of Adjustment	○	○	○
Building & Standards Commission	○	○	○
Cultural Arts Board	○	○	○
Environmental & Sustainability Board	○	○	○
L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	◉	○
Planning & Zoning Commission	○	○	○
Evelyn's Park Conservancy Board	◉	○	○

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- (●) Yes
- ( ) No

If yes, please give details:

Parks and Rec's

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- (●) Yes
- ( ) No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Sherry Noblett

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

09 / 26 / 2019

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

This content is neither created nor endorsed by Google.

Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

8

Board and Commission Application

Naveen Pinglay

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

NAVEEN PINGLAY

Street Address *

[redacted] PARK CT, BELLAIRE, TX 77401

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

OPERATIONS

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

12

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

FINANCE AND OPS EXEC. MBA. OUTDOOR ENTHUSIAST. MS150 RIDER (10 YEARS). BOARD TREASURER, LEGACY COMMUNITY HEALTH.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

TO GIVE BACK TO THE WONDERFUL COMMUNITY THAT WE HAVE BEEN A PART OF FOR THE LAST 12 YEARS

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

ENTHUSIASTIC RESIDENT. BOARD TREASURER OF LEGACY COMMUNITY HEALTH, A NON-PROFIT, FEDERALLY QUALIFIED HEALTH CENTER. BP MS150 TOP FUNDRAISER, RIDE MARSHAL AND TEN-YEAR RIDER.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Board Preferences

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

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Audit Finance Board*	○	○	○
Board of Adjustment	○	○	○
Building & Standards Commission	○	○	○
Cultural Arts Board	○	○	○
Environmental & Sustainability Board	○	○	○
L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	◉	○
Planning & Zoning Commission	○	○	◉
Evelyn's Park Conservancy Board	◉	○	○

Please note...

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Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

NAVEEN PINGLAY

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

05 / 30 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

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Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

9

Board and Commission Application

Jeremy Samuels

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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Click below for the Board Handbook.
https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

Jeremy Samuels

Street Address *

[redacted] Pine Street, Bellaire TX 77401

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

community volunteer

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

15

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

(Resume attached). I grew up in Houston (Attended Poe, Lanier and Lamar high School) before graduating from Colby College in 1993. I worked at the Jewish Community Center for 7 years as the Sports and Recreation Director running adult leagues, summer camps and after school programs as well as the physical Education facilities. I then worked two years with the United Way as a fundraiser on several of the largest corporations in Houston's campaign. In 2003 I transitioned away from social work and into my family business of Victory Packaging which is a national distributor of packaging supplies. I served in many leadership positions at Victory Packaging predominately focused on logistical operations for the last 15 years before resigning in April of 2018 to give myself time to focus on community volunteer needs.

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

I am passionate about helping my community and as a 7th generation Texan and a long time Bellaire resident I think I have skills and insight which could be beneficial to Evelyn's Park as it moves into it's next phase(s). As a friend of Lou Waters, Jerry Wische, and Scott Rubenstein who are/have been active with the park to date, I think I will be able to contribute to the park's ongoing development.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

While I am active with several local non profits, I spend most of my volunteer time working with the Jewish Community Center, The Woods Project, the Leeland Kibbutz Foundation, and Leadership ISD as well as the Samuels Foundation. While I was the cub scout den leader for several years at Pack 130 I haven't had any official roles with the City of Bellaire to date.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Board Preferences

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

If selected by the Bellaire City Council, on which Board would you be willing to serve? Please rank your choices in order of preference. This application will remain active for six (6) months, unless you are appointed to a Board or Commission. You must reapply if you would like to be reappointed at the end of a term or to be considered for another Board or Commission. You may select up to three (3) choices.

	First Choice	Second Choice	Third Choice
Audit Finance Board*	○	○	○
Board of Adjustment	○	○	○
Building & Standards Commission	○	○	○
Cultural Arts Board	○	○	○
Environmental & Sustainability Board	○	○	○
L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	◉	○
Planning & Zoning Commission	○	○	◉
Evelyn's Park Conservancy Board	◉	○	○

Please note...

*Applicants for the Audit Finance Board must be residents with financial and/or audit experience and must submit a resume to tdutton@bellairetx.gov for consideration.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- ○ Yes
- ◉ No

If yes, please give details:

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- ◉ Yes
- ○ No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Jeremy Samuels

Date of acknowledgement *

MM DD YYYY

09 / 11 / 2018

Next Steps

Please contact the City Clerk, Tracy Dutton, at (713) 662-8275 if you have any questions about this process. You will be contacted by City Staff about an interview with the City Council and Mayor.

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Google Forms

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Jeremy Samuels

[redacted] Pine Street, Bellaire, TX 77401
Phone: [redacted] - Email: [redacted]

LEADERSHIP DEVELOPMENT

Executive Director – Operations – Human Resources

Executive Management professional seeking to leverage an extensive background in Leadership Development and Operations for an organization making a positive difference in the world. Has innate ability to focus on the big picture of an organization; developing strategies that increase profit margins and brand awareness. Proven history spearheading operations, budgeting, human resources and training programs. Possess outstanding communication skills with the ability to manage highly stressful and complex situations achieving results for all stakeholders.

AREAS OF EXPERTISE

- *Leadership Development Programs*
- *Strategy & Execution*
- *Operations Management*
- *Committee Leadership and Management*
- *Financial acumen*
- *Budget Management, P&L, Cost Controls, and Forecasting*
- *Fundraising*
- *Quality Processes and procedures*
- *Training & Development*
- *Human Resources*
- *Volunteer Programs*
- *Disaster Recovery*
- *Technology Solutions*
- *Business Development*
- *Client Relationships*

PROFESSIONAL WORK HISTORY

Victory Packaging, Houston, TX **03/2003-04/2018**
(Victory Packaging is a large Packaging distribution company with over 65 distribution facilities in the United States, Canada and Mexico).

Vice President Operations, 08/2014-04/2018

- Member of 10 person Senior Management Team of company making all strategic, operational, and sales strategy decisions for the company.
- Directed operations for Victory Packaging working with 33 locations throughout the U.S.
- Developed and implemented innovative management solutions to resolve packaging complexities and optimize revenue.
- Supported major accounts including U-Haul, the U.S. Postal Service, Nordstrom's and Delphi Automotive.
- Led operations and grew business while meeting quality requirements and budgeting goals.
- Managed up to 20 direct reports and a team of 500+ staff members.
- Led company's Leadership Development Program, Sales Support, Operations, and Customer Service.
- Implemented human resource strategies including recruitment, training and employee leadership development programs to support employee performance.
- Focused on troubleshooting low performing facilities analyzing statistics and maximizing performance.

Accomplishments:

- Played key role increasing sales 50+% and corporate profits over 115% from 2011-2017.
- Supported company growth to $950 million in sales and delivered $55+ million in profits annually for the past several years.
- Identified and mentored key personnel to fill leadership positions and supported succession planning initiatives. Several of the employees personally mentored now occupy key senior management positions.
- Supervised real estate planning and contract negotiations for 6 million SF of warehouse space.
- Built mutually beneficial supplier relationships which maximized margin and ensured quality and service.

Vice President Fulfillment, 03/2013-08/2014

- Led the successful rollout with the U.S. Postal Services managing 70K orders each day with a 99.8 percent fulfillment rate within 24 hours.
- Managed a team of direct reports and approximately 225 employees.

Accomplishments:

- Instituted new strategies and processes which improved and optimized service levels to 99.8 percent for companies largest and most successful account.

Regional President, 01/2009-03/2013

- Supervised locations in 5+ major cities managing sales, operations, recruiting, and a $200 Million budget delivering 5+% in profit.

Accomplishments:

- Achieved year-over-year profit improvement in all locations.
- Led the start-up and implementation of a 2 tier Leadership Development Program. Tier 1 focused on the recruitment and training of college graduates for opportunities in the company. Tier 2, "Master's" Leadership Program selecting high performing employees for leadership training.

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

- Assisted in the development of IT systems and upgrades to support company growth.
- Promoted numerous times and held positions as a Branch President, Branch Operations Manager, and National Account Operation Manager.

PROFESSIONAL WORK HISTORY

United Way of the Texas Gulf Coast **03/2001-03/2003**
Fund Development Coordinator

- Collaborated with the largest corporations in the Houston area to coordinate their fundraising campaigns (Approximately $20 million per year or 25% of total community campaign).
- Led the One Houston United appeal for community recovery after Tropical Storm Alison.

Accomplishments:

- Gained strong experience in fundraising strategies and corporate giving programs.

Jewish Community Center of Houston **01/1994-08/2000**
Sports and Recreation Director

- Managed budgeting and sports/recreation programs with a team of 20 + staff members.
- Worked extensively with various committees directing community volunteers.

Accomplishments:

- As Games Director spearheaded all aspects of the 1999 JCC Maccabi program for this Olympic style week-long community event consisting of 1600 athletes and 250 officials from 13 US cities and 3 foreign countries.

EDUCATION

Bachelor's Degree, Colby College Waterville Maine, 1993

VOLUNTEER WORK

The Samuels Family Foundation **2016-Present**
Board Member
Participate and support strategic planning.

Jewish Community Center **2008-Present**
Board Member with various positions including: Vice President, Budget and Finance Chair, Executive Committee Member for 5+ years, Theater Committee, JCC Maccabi Committee Chair, and various other strategic initiatives.

The Woods Project **2015-Present**
Board Member with various positions including Board Development Chair, Governance Committee, and Finance Committee

A+ Challenge **2017-Present**
Board Member

Mickey Leeland Kibbutzim Program **2015-Present**
Board Member and Treasurer

Houston Achievement Place **2003-2018**
Board Member

American Jewish Committee **2008-2018**
Board Member

Boy Scouts of America **2008-2013**
Cub Scout Den Leader

Eagle Scout **1988**

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

City of Bellaire

10

Board and Commission Application

Traci Silverman

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

CITY OF BELLAIRE

City of Bellaire | 7008 S. Rice Avenue | Bellaire, Texas 77401 | (713) 662-8222

BOARDS & COMMISSIONS APPLICATION

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https://www.bellairetx.gov/DocumentCenter/View/18476

Name *

First and last name

Traci Silverman

Street Address *

[redacted]Pocahontas Streeet

Email *

[redacted]

Preferred Phone Number *

[redacted]

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Occupation/Retired *

Health Coach

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

23

Are you a registered voter in a Bellaire Precinct? *

- (●) Yes
- ( ) No

Background Information

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

State background information about yourself, including education and past occupations, or any special qualifications you have for serving on a board/commission. If desired, please submit your resume to tdutton@bellairetx.gov (max 2 pages). *

As an American Council on Exercise certified Health Coach and a B.S. in Physical Education, I feel this board is a perfect fit for me. I have extensive experience in group recreation and wellness. Recreation and wellness are defined differently by every individual, therefore it is important to have a park that is designed to accommodate a variety of leisure activities. Planning, overseeing, and supporting a variety of environments and events is a true passion. My inner calling is to provide ALL individuals and groups with solutions to enhance wellness and improve lifestyles.

Briefly state why you want to serve the City of Bellaire as a member of a board/commission. *

As a 23 year resident of Bellaire, I have utilized the parks extensively. I am now an empty nester that wants to give back to this beautiful city.

Briefly describe your previous community activities associated with the City of Bellaire, as well as any outside civic, charitable or other community service. *

I am a volunteer area leader for Women Helping Women to Network. I have volunteered my time to Pin Oak Middle School, Bellaire High School, Episcopal High School, St. Marks' Episcopal School and Post Oak Montessori. I have been involved in fund raising with the Houston Ballet, Dress for Success, and Elija Rising. I am in consideration for a volunteer position with the Houston Live Stock Show & Rodeo.

Do you currently serve on a City of Bellaire Board or Commission? *

- ○ Yes
- ◉ No

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

If yes, which ones? And how long?

Are you reapplying? *

- ○ Yes
- ◉ No

Board Preferences

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L.I.F.E. Advisory Board	○	○	○
Parks & Recreation Advisory Board	○	◉	○
Planning & Zoning Commission	○	○	○
Evelyn's Park Conservancy Board	◉	○	○

Please note...

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Have you ever attended a meeting of any of the Boards or Commissions listed above? *

- (●) Yes
- ( ) No

If yes, please give details:

I attended the meeting concerning Bellaire High School

Do you understand the time commitment required to serve on this Board, Commission or Committee for meetings, as well as preparation prior to meetings (estimated to average 2-6 hours per month?) *

- (●) Yes
- ( ) No

Submission

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

Please type in your name as acknowledgement and as a form of digital signature. *

Traci Silverman

Attachment: Boards and Commissions Applications for October 2018 - EPCB Vacancy - Redacted_Redacted (2723 : Board Interview - EPCB

Date of acknowledgement *

MM DD YYYY

09 / 24 / 2018

Next Steps

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Google Forms

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

SCHEDULED
ACTION ITEM (ID # 2542)

Meeting: 10/15/18 05:45 PM
Department: Development Services
Category: Public Hearing
Department Head: ChaVonne Sampson
DOC ID: 2542

Item Title:

Public hearing on an application filed by Daniel Chang, as applicant, for a Specific Use Permit as required by Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, to allow for the operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, Bellaire, Texas, in the Corridor Mixed-Use (CMU) Zoning District, as provided for in Section 24-536.B.(2)(d)(2) of the Code of Ordinances of the City of Bellaire, Texas - Submitted by ChaVonne Sampson, Director of Development Services.

Background/Summary:

This public hearing is on a request for a Specific Use Permit to operate a drive-through hand car wash and detail facility on the site of the old Prosperity Bank location, at the corner of Bissonnet and Ferris Street. "Automotive service station" is permitted as a specific use under Sec. 24.536, Corridor Mixed-Use, B.(2),d) 2) of the City of Bellaire Code of Ordinances. A specific use permit is also required for all commercial uses with drive-in or drive-through facilities, and will be included as part of the ordinance, should the request be granted. The applicant is proposing to keep the existing structure, but make modifications to the drive-through area in order to accommodate the car wash and detailing facility.

Site Details
Property Owner: Bell Will 5235 LLC
Applicant: Daniel Chang

Location: 5235 Bellaire Boulevard

Legal Description: TRS 11 BLK 47, Bellaire Par Amend

Current Zoning: CMU, SUP # S-60
Requested Zoning: CMU with SUP
Future Land Use Map: CMU

Notice Information
Owners of property and Tenants within 500 feet: 79 letters mailed
Notification letters mailed: June 29, 2018
Legal Notice published: June 26, 2018
Notification Signs Posted: June 26, 2018

Adjacent Base Zoning and Land Uses
Direction: North
Current Base Zoning: UV-D
Current Land Use: Commercial

Direction: East
Current Base Zoning: CMU

Current Land Use: Commercial

Direction: South
Current Base Zoning: R-4
Current Land Use: Single-Family

Direction: West
Current Base Zoning: CMU
Current Land Use: Commercial

Previous Council Action Summary:

The former Prosperity Bank operated under a specific use permit (S-60), which was granted by Ordinance No. 03-011, and approved by City Council on March 3, 2003.

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

No action is required at this time. The item is tentatively scheduled for consideration at Council's November 5th meeting.

ATTACHMENTS:

- 5235 Bellaire Blvd SUP Application (PDF)
- PZ Materials (PDF)
- TIA Report - CarWash (PDF)
- 5235 Bellaire TIA Memo (PDF)
- 5235 Bellaire Rendering (JPG)
- 5235 Bellaire Rendering (2) (JPG)
- 5235 Bellaire Rendering (3) (JPG)
- PZ Materials (PDF)

City of Bellaire – Specific Use Permit Application

CITY OF BELLAIRE
RECEIVED
APR 30 2018
DEVELOPMENT SERVICES

April 30th, 2018

1. Name of Applicant: Daniel Chang

   Address of Applicant: 4922 Chestnut St., Bellaire,Tx 77401

2. Section Authorizing SUP: 24-536 B.(2)d)2)

3. Legal Description of Property: See attached Exhibit A to Affidavit

   Legal Address of Property: 5235 Bellaire Blvd, Bellaire, TX 77401

4. Statement of Ownership: See attached

5. Proposed Specific Use: Keep the existing structure and make modifications for the use of a Hand Car Wash and detail facility.

6. Environmental Assessment of General Impact of Development: See Attached

7. Other Documents Attached.

   1) Survey of the Property

   2) Letter of Approval from Owner to Lessee

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

CITY OF BELLAIRE
ENVIRONMENTAL ASSESSMENT FORM

CITY OF BELLAIRE
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PROJECT

Subdivision Name:	
Location (Address or major crossroads/boundary streets); Bissonnet Street & Ferris Street	
Project valuation/cost:	
Any foreseen zoning issues? (if yes, describe.) No	

OWNER

Name: Daniel Chang	
Address: 4922 Chestnut St., Bellaire, Tx 77401	
Phone: 713-449-9221	Email: dan.chang@mac.com

PROJECT ENGINEER (OR SURVEYOR IF NO ENGINEER)

Name: Hachem Domloj, PE / Cive, Inc	
Address: 2801 Post Oak Ste 101 Houston, Tx 77056	
Phone: 713-539-8388	Email: hd@cive.com

Is project residential, commercial, or mixed use?	
Multi-phased project? (If yes, include a site plan detailing phases including estimated timeline.)	
Project area as residential	
Number of square feet?	
Number of single-family, attached lots?	
Number of single-family, detached lots?	
Number of multi-family units?	
Overall density of residential area?	
Project area as commercial	
Number of square feet?	621
Percentage Office?	20%
Percentage Retail?	80%
Percentage Other (detail)?	

Include a letter from owner/project engineer addressing the following: utility needs, detention requirements, thoroughfare impacts, any environmental issues, and impact of construction on surrounding community.

Signature of Applicant

4/30/18
Date

This analysis assists the City in reviewing your proposed project. Providing the most accurate information will facilitate a better development for both you and the City. Additional information may be required throughout the development process.

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

CIVE

CITY OF BELLAIRE
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April 27, 2018

Mr. Daniel Chang
4922 Chestnut St.
Bellaire, TX 77401
PH: 713-449-9221
Email: dan.chang@mac.com

RE: Conversion of an existing commercial facility to a hand carwash to be located at the intersection of Bissonnet & Ferris Street in the city of Bellaire, TX

Mr. Chang, this letter is to address the utility needs, detention requirements, and environmental impacts of the construction on the community surrounding your proposed endeavor. It is our opinion, the referenced work will not require any additional utilities; as the existing facility is already being serviced by water, sewer, and drainage facilities. Furthermore, there will be no additional detention requirements; as the existing site is fully developed and no additional paving is required for the facility conversion. Finally, any residual runoff from car washing will be captured by a sand oil interceptor which will alleviate any environmental impact on the existing drainage system.

If you have any question or comments regarding this letter, please don't hesitate to contact me at 281-870-8727 ext. 201.

Sincerely,

STATE OF TEXAS
HACHEM K. DOMLOJ
93949
LICENSED
PROFESSIONAL ENGINEER

Hachem Domloj, PE
President
CIVE, Inc.

2500 West Loop S. Ste 530
Houston, TX 77027
PH: 281-870-8727 Fax: 281-870-8728

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

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AFFIDAVIT

OWNER: BELL-WILL 5235 LLC

SUBJECT PROPERTY (the "Property"): See Exhibit "A"

Before me, the undersigned authority, on this day personally appeared the Affiant known to me to be the person whose name is subscribed hereto and upon his oath deposes and says, in his capacity as indicated below, that to the best of his actual knowledge there are:

1. Affiant is making this affidavit as the owner of the Property or on behalf of the entity shown above, if any, as the owner of the Property, in which case Affiant is duly authorized by such entity to make this affidavit. As used herein, "Owner" means either Affiant, as owner of the Property or such entity, as owner of the Property, as appropriate and as the context requires.

2. Owner allows Daniel Chang to submit an application to the City of Bellaire for the sole purpose of obtaining a specific use permit for operation of a hand car wash on the Property and for no other purpose.

Affiant recognizes that but for making of the hereinabove statements relative to the Property, City of Bellaire would not issue a specific permit for use on said property in favor of Daniel Chang, and that such statements have been made as an inducement for such issuance.

[*signatures on following page*]

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

This instrument may be executed in one or more counterparts, each being an original hereof, and all constituting but one and the same instrument dated effective as of the _____ day of April, 2018.

BELL-WILL 5235 LLC

By: Khaled Salem
Name: Khaled Salem
Title: manager

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

This instrument was acknowledged before me on the 30TH day of April, 2018 by KHALED, SALEM of Bell-Will 5235 LLC, a Texas limited liability company, on behalf of said limited liability company.

Charlotte Greenberg
Notary Public in and for the
State of Texas

CHARLOTTE GREENBERG
Notary Public, State of Texas
My Commission Expires
June 28, 2019

CHARLOTTE GREENBERG
Printed Name of Notary Public
My Commission Expires: 6/28/2019

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

EXHIBIT A to Affidavit

Legal Description of Land

Lot Eleven (11) of the Amending Plat of Lots 11 & 12, Block 47, Town of Bellaire, Texas, according to the map or plat thereof, recorded under Film Code 530185, of the Map Records of Harris County, Texas.

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Legend

H.C.O.F. — harris county clerks file
H.C.D.R. — harris county deed records
H.C.M.R. — harris county map records
FND — found
FNC — fence
U.E. — utility easement
A.E. — aerial easement
I.P. — iron pipe
I.R. — iron rod
R.O.W. — right of way
B.L. — building line
grate inlet
gas meter
telephone pedestal
fire hydrant
traffic sign
concrete post
drop box
light pole
controlling monument
OHU — overhead utilities
RCP — reinforced concrete pipe
traffic signal pole
water valve
manhole
sample well
atm machine
c inlet
monitor well
power pole
water meter
electric box
flag pole
traffic signal box
clean out

CITY OF BELLAIRE
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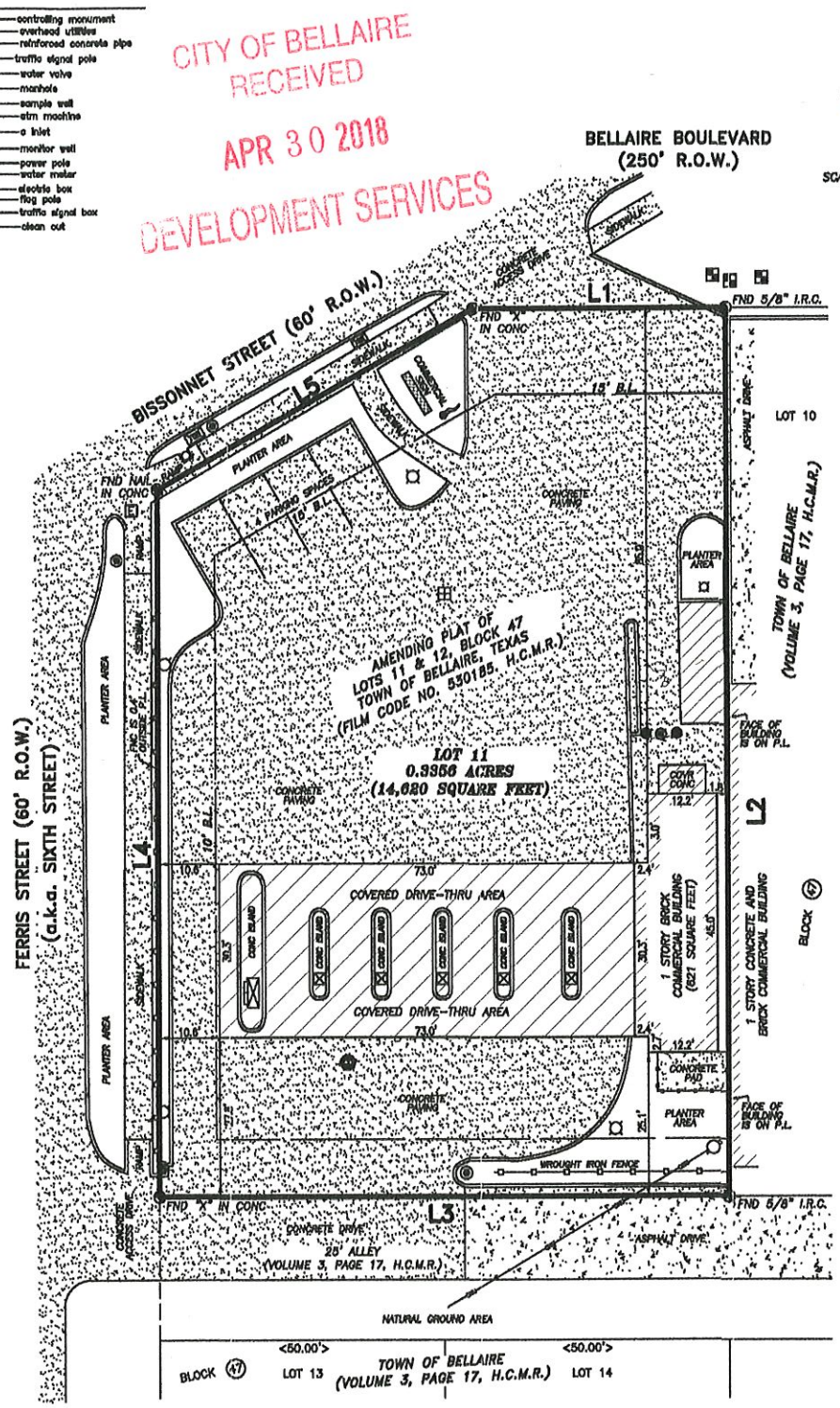

NOTES:
1. BEARINGS SHOWN HEREON ARE BASED ON RECORDED PLAT.

2. SUBJECT TO APPLICABLE RESTRICTIVE COVENANTS LISTED IN ITEM 1, SCHEDULE "B" THE TITLE COMMITMENT ISSUED ON

BY

UNDER G.F. NO.

EFFECTIVE

AS LISTED: VOLUME 3, PAGE 17 AND FILM CODE NO. 530185, HARRIS COUNTY MAP RECORDS.

3. PROPERTY SUBJECT TO THAT CERTAIN ORDINANCE NO. 95-004 AS RECORDED IN HARRIS COUNTY CLERKS FILE NO. R309009.

4. PROPERTY SUBJECT TO THAT CERTAIN ORDINANCE NO. 62-105 AS RECORDED IN HARRIS COUNTY CLERKS FILE NO. K656167.

LINE TABLE

L1	EAST	44.35'
L2	SOUTH	155.00'
L3	WEST	100.00'
L4	NORTH	123.39'
L5	N 60°24'10" E	64.00'

SUBJECT PROPERTY IS LOCATED IN A FEDERAL INSURANCE ADMINISTRATION DESIGNATED FLOOD ZONE "AE". MAP # 48201C, PANEL 0465L, DATED 06-18-07. this information is based on graphic plotting only. We do not assume responsibility for such determination.

BOUNDARY SURVEY OF:

0.3356 ACRES (14,620 SQUARE FEET) BEING ALL OF LOT 11 OF THE AMENDING PLAT OF LOTS 11 & 12, BLOCK 47, TOWN OF BELLAIRE, TEXAS AS RECORDED IN FILM CODE NO. 530185, HARRIS COUNTY MAP RECORDS, HARRIS COUNTY, TEXAS

PURCHASER: WILLENT ACQUISITIONS, LLC	
ADDRESS: 5235 BELLAIRE BOULEVARD BELLAIRE TX 77401	
DRAFTED: 07-21-18/CB	JOB NO.: BLS-3669
FIELD WORK: 07-17-18/CB	KEY MAP: 531F

PROPERTY SUBJECT TO SUBDIVISION COVENANTS, CONDITIONS AND RESTRICTIONS.

[illegible]

N/A

07-21-18

CHRIS J. BROUSSARD, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6007

STATE OF TEXAS
REGISTERED
CHRIS J. BROUSSARD
6007
PROFESSIONAL
LAND SURVEYOR

N W E S

BROUSSARD LAND SURVEYING
Land Surveying Services

BROUSSARD LAND SURVEYING, LLC

1001 HEIGHTS STREET HOUSTON TX 77008
(832) 460-6707 www.broussardlandsurveying.com

THIS SURVEY IS BEING PROVIDED SOLELY FOR THE USE OF THE CLIENT NAMED HEREON AND THAT NO LICENSE HAS BEEN GRANTED HEREIN OR ELSEWHERE TO COPY OR REUSE EXCEPT AS IS NECESSARY IN CONJUNCTION WITH THE ORIGINAL TRANSACTION.

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

CITY OF BELLAIRE
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APR 30 2018
DEVELOPMENT SERVICES

Alamo Title Company

Fidelity National Title-Houston Division
1800 Bering, Suite 150
Houston, Texas 77057

CITY PLANNING LETTER

DATE: APRIL 23, 2018 @ 8:00 A.M.

CERTIFICATE NO.: ATCH16061011 Bell-Will 5235 LLC

SPECIAL REPORT TO THE CITY PLANNING COMMISSION

SUBJECT TO:

THIS REPORT DOES NOT ADDRESS AND NO SEARCH HAS BEEN PERFORMED REGARDING THE FOLLOWING: CLAIMS AND RIGHTS OF PARTIES IN POSSESSION; DESCREPANCIES IN AREA AND BOUNDARIES; UNPAID BILLS FOR LABOR OR MATERIAL IN CONNECTION WITH REPAIRS OR NEW IMPROVEMENTS; UNPAID TAXES; CHANGE IN MATERIAL OR CORPORATE STATUS OF OWNER(S) SINCE DATE OF PURCHASE; HOMESTEAD RIGHTS OR CLAIMS; EASEMENTS AND RESTRICTIONS.

RECORD OWNER:

Bell-Will 5235 LLC, a Texas limited liability company, recorded under Harris County Clerk's File No. RP-2016-504519.

CORRECT DESCRIPTION OF THE PROPERTY:

Lot Eleven (11) of the Amending Plat of Lots 11 & 12, Block 47, Town of Bellaire, Texas, according to the map or plat thereof, recorded under Film Code 530185, of the Map Records of Harris County, Texas.

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

1. **RESTRICTIONS:**

Those recorded under Film Code 530185, of the Map Records of Harris County, Texas.

2. **EASMENTS**

Building set back line 15 feet in width along the northerly property lines as shown by the recorded plat of said subdivision.

Building set back line 10 feet in width along the westerly and southerly property lines as shown by the recorded plat of said subdivision.

Subject to any existing public utility easements and dedication of the surface for public use in alley along the South property lien, as set forth in instrument filed under Harris County Clerk's File Number(s) R309009.

3. **LIENS**

Vendor's Lien retained in the following Deed securing the payment of one note in the principal amount shown below:

Dated:	November 4, 2016
Grantor:	Prosperity Bank, a Texas Banking Association
Grantee:	Bell-Will 5235 LLC, a Texas limited liability company
Note Amount:	$520,000.00
Payable to:	CommunityBank of Texas, N.A.
Recording Date:	November 8, 2016
Recording No.:	Under Harris County Clerks File No. RP-2016-504519

Additionally secured by Deed of Trust of even date therewith as set forth below:

To:	Joe West, Trustee
Recording Date:	November 8, 2016
Recording No.:	Under Harris County Clerks File No. RP-2016-504520

SPECIAL NOTE AND LIMITATION OF LIABILITY: This Report is issued with the express understanding evidenced by the acceptance of same, that this report does not undertake to give or express any opinion as to the validity of the title hereinabove described or the authority of those executing the above listed instruments, but is simply reporting herein and hereby as to the recitals of instruments listed. The Company assumes no liability greater than the consideration paid for this certificate by reason of issuance, delivery and/or use of same, nor for any error or omissions herein.

This report does NOT reflect title to any of the oil, gas and other mineral interests affecting subject property, nor any documents creating and/or affecting said estates, nor the validity of any rights, privileges and immunities relating thereto. for the use and benefit to the above described party(ies) and liability of the Company for mistakes or errors in this Title Report is hereby limited to the cost of the Title Report. This Title Report is issued with the express understanding, evidenced by the acceptance thereof, that the Company does not undertake to give or express any opinion as to the validity

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

of the title to the property described nor the validity or effect of the instruments listed and this Title Report is neither a guaranty nor warranty of title.

ALAMO TITLE COMPANY

By: David Krause

David Krause, Title Examiner

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

CITY OF BELLAIRE
RECEIVED
APR 30 2018
DEVELOPMENT SERVICES

RP-2016-504519
11/08/2016 ER $36.00

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SPECIAL WARRANTY DEED

THE STATE OF TEXAS	§	
	§	**KNOW ALL MEN**
	§	**BY THESE PRESENTS:**
COUNTY OF HARRIS	§	

THAT **Prosperity Bank,** a Texas banking association ("**Grantor**"), for and in consideration of the sum of Ten and No/100 Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and the further consideration of the execution and delivery by the Grantee of that one certain promissory note of even date herewith in the principal sum of $520,000.00, payable to the order of CommunityBank of Texas, N.A., as therein specified, providing for acceleration of maturity and for attorney's fees, the payment of which note is secured by the vendor's lien herein retained, and is additionally secured by a deed of trust of even date herewith to Joe West, Trustee, has **GRANTED, BARGAINED, SOLD and CONVEYED** and by these presents does GRANT, BARGAIN, SELL and CONVEY unto **Bell-Will 5235 LLC**, a Texas Limited Liability Company ("**Grantee**"), subject to the matters set out below:

A. that certain tract or parcel of land described in **Exhibit "A"** attached hereto and incorporated by reference herein for all purposes (hereinafter called the "**Land**");

B. all buildings, structures, and improvements situated on the Land and all fixtures and other property affixed thereto (hereinafter called the "**Improvements**");

C. all the rights and appurtenances pertaining to the Land and Improvements, all rights in and to wastewater capacity and other utility capacity allocated to the Land or Improvements, rights under any reciprocal easement agreements or other recorded or unrecorded instruments benefiting the Property (as hereinafter defined), any and all zoning and development approvals or rights in respect thereto, any right, title, or interest of Grantor in and to easements, adjacent or contiguous tracts, strips, gores, streets, alleys or rights-of-way, any reversionary rights attributable to the Land, any condemnation awards made or to be made in lieu thereof, and any awards for damage to the Land by reason of a change of grade of any highway, street, road, or avenue (hereinafter called the "**Appurtenances**");

(the Land, the Improvements, and the Appurtenances, are collectively referred to herein as the "**Property**").

This Special Warranty Deed and the conveyance set out above is executed by Grantor and accepted by Grantee subject to the matters described in **Exhibit "B"** attached hereto and

FILED BY
ALAMO TITLE COMPANY
ATCH16061011

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

incorporated herein by this reference, to the extent the same are validly existing and applicable to the Property (the matters set out in **Exhibit "B"** are referred to herein collectively as the **"Permitted Encumbrances and Restrictions"**).

TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances thereunto in anywise belonging, unto Grantee, its successors and assigns forever, and Grantor does hereby bind itself, its successors and assigns, to WARRANT AND FOREVER DEFEND all and singular the title to the Property unto said Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through, or under Grantor, but not otherwise, subject to the Permitted Encumbrances and Restrictions.

But it is expressly agreed that the Vendor's Lien, as well as Superior Title in and to the above described premises, is retained against the above described Property, premises and improvements until the above described note and all interest thereon are fully paid according to the face, tenor, effect and reading thereof, when this Deed shall become absolute. THAT CommunityBank of Texas, N.A. ("**Lender**"), at the instance and request of the Grantee herein, having advanced and paid in cash to the Grantor herein that portion of the purchase price of the herein described property as is evidenced by the hereinabove described Note, the Vendor's Lien, together with the Superior Title to said Property, is retained herein for the benefit of said Lender and the same are hereby TRANSFERRED AND ASSIGNED to said Lender, its successors and assigns.

OTHER THAN THE COVENANT OF TITLE CONTAINED IN THE PRECEDING PARAGRAPH, GRANTEE IS PURCHASING THE PROPERTY ON AN "AS IS, WHERE IS" BASIS WITH ALL FAULTS. GRANTOR MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE PROPERTY, THE AVAILABILITY OF UTILITIES, ACCESS TO PUBLIC ROADS OR ITS PHYSICAL, OR ENVIRONMENTAL CONDITION. GRANTOR EXPRESSLY DISCLAIMS ANY WARRANTY OF HABITABILITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. GRANTEE TAKES THE PROPERTY WITH THE EXPRESS UNDERSTANDING AND STIPULATION THAT THERE ARE NO EXPRESS OR IMPLIED WARRANTIES EXCEPT FOR LIMITED WARRANTIES OF TITLE SET FORTH IN THIS DEED.

Ad valorem taxes for the year 2016 having been prorated, Grantee, by its acceptance of this Special Warranty Deed, assumes payment thereof.

[Remainder of this page is blank. Next page is signature page.]

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

EXECUTED this the 4 day of November, 2016.

GRANTOR:

PROSPERITY BANK

By:
Name: Robert T. Dowell
Title: Executive Vice President

STATE OF Texas §
§
COUNTY OF Harris §

This instrument was acknowledged before me on this 4 day of November, 2016, by Robert Dowdell, President of PROSPERITY BANK, on behalf of said association.

[SEAL]

MARCUS STARKEY
Notary Public, State of Texas
Comm. Expires 12-14-2016
Notary ID 125143085

Notary Public in and for the
STATE OF TEXAS

IN WITNESS WHEREOF, this Special Warranty Deed has been accepted by Grantee to be effective as of the 4 day of November, 2016.

Bell-Will 5235 LLC,
a Texas limited liability company

By:
Khaled Salem, Manager

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

STATE OF Texas §
COUNTY OF Harris §

This instrument was acknowledged before me on this 4th day of November, 2016, by Khaled Salem, Manager of Bell-Will 5235 LLC, a Texas limited liability company.

NOTARY PUBLIC STATE OF TEXAS
Ellis B. Ray, Jr.
Commission Expires
08-22-2017

Ellis B Ray Jr

Notary Public in and for the
STATE OF TEXAS

ADDRESS OF GRANTEE:
One Riverway, Suite 1870
Houston, TX 77056

AFTER RECORDING RETURN TO:
One Riverway, Suite 1870
Houston, TX 77056

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Exhibit A
To Special Warranty Deed

Legal Description

Lot Eleven (11) of the Amending Plat of Lots 11 & 12, Block 47, Town of Bellaire, Texas, according to the map or plat thereof, recorded under Film Code 530185, of the Map Records of Harris County, Texas.

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

EXHIBIT B
to Special Warranty Deed

Permitted Encumbrances

1. The following restrictive covenants of record itemized below:

Those recorded under Film Code 530185, of the Map Records of Harris County, Texas.
Omitting any covenants or restrictions, if any, Including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law.

2. The following matters and all terms of the documents creating or offering evidence of the matters:

a. Building set back line 15 feet in width along the northerly property lines as shown by the recorded plat of said subdivision.

b. Building set back line 10 feet in width along the westerly and southerly property lines as shown by the recorded plat of said subdivision.

c. Subject to any existing public utility easements and dedication of the surface for public use in alley along the South property lien, as set forth in Instrument filed under Harris County Clerk's File Number(s) R309009.

RP-2016-504519

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

CITY OF BELLAIRE
RECEIVED
APR 30 2018
DEVELOPMENT SERVICES

RP-2016-504519
Pages 7
11/08/2016 10:39 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
STAN STANART
COUNTY CLERK
Fees $36.00

RP-2016-504519

RECORDERS MEMORANDUM
This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.
THE STATE OF TEXAS
COUNTY OF HARRIS
I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.

COUNTY COURT OF HARRIS COUNTY, TEXAS

Stan Stanart
COUNTY CLERK
HARRIS COUNTY, TEXAS

CIVE
2801 POST OAK BLVD SUITE 101
HOUSTON, TEXAS 77056
PH: 281-870-8727 / FX: 281-870-8728
W W W . C I V E . C O M

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD. BELLAIRE, TX 77401

CIVE PROJECT # : AE-J18-5540

CITY PROJECT # :

LOCATION MAP

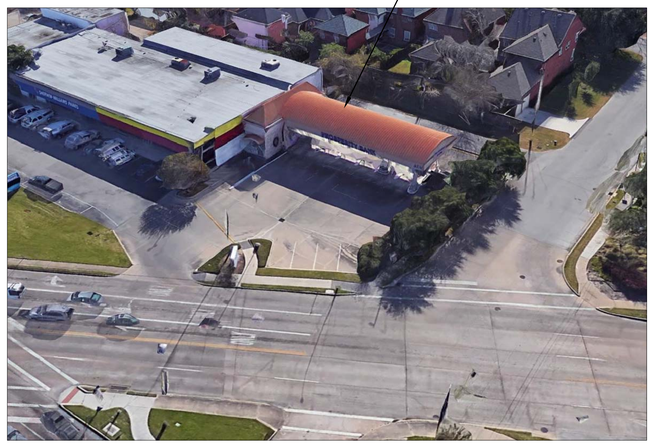
GENERAL
G-000 COVER SHEET
G-001 CODE ANALYSIS & GRAPHIC LEGEND
G-002 ACCESSIBILITY STANDARDS
G-003 ACCESSIBILITY STANDARDS

LIFE SAFETY
F-101 LIFE SAFETY PLAN

ARCHITECTURAL
A-101 DEMOLITION SITE PLAN AND SITE PLAN
A-201 DEMOLITION PLAN, FLOOR PLAN, LIFE SAFETY PLAN & RCP
A-301 EXISTING INTERIOR ELEVATIONS

CIVIL
C-1 CIVIL PLAN & NOTES
C-2 CIVIL DETAILS

SITE LOCATION



PROJECT CONTACTS

OWNER: DANIEL CHANG
4922 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DAN.CHANG@MAC.COM
PHONE: (713) 449-9221

CONSULTANT: CIVE CONSULTING, INC
2801 POST OAK BLVD #101
HOUSTON, TEXAS 77056
PH: (281) 870-8727
FX: (281) 870-8728

PROJECT DATA

PROJECT DESCRIPTION: REMODELING FOR INTERIOR BUILD-OUT TO BE A HAND CAR WASH WITH 620 SF OF GROSS AREA AT 5235 BELLAIRE BLVD. BELLAIRE, TX 77401.

PREVIOUS USE: COMMERCIAL /BANK

SITE LOCATION

GENERAL NOTES

1. THE GENERAL CONTRACTOR (G.C.) SHALL CAREFULLY EXAMINE THE SITE AND SHALL THOROUGHLY FAMILIARIZE HIMSELF WITH ALL EXISTING CONDITIONS WITHIN THE SCOPE OF THIS WORK. DATA IN THESE SPECIFICATIONS AND ON THE DRAWINGS ARE AS ACCURATE AS POSSIBLE, BUT ARE NOT GUARANTEED. THE G.C. SHALL VERIFY LOCATIONS, LEVELS, DISTANCES, AND FEATURES OF THE SITE AND RELATED IMPROVEMENTS THAT MAY AFFECT THE WORK, BY ACT OF SUBMITTING A BID, THE G.C. IS DEEMED TO HAVE MADE SUCH EXAMINATION AND TO HAVE EXAMINED ALL ARCHITECTURAL, MECHANICAL, STRUCTURAL AND ELECTRICAL DRAWINGS, AND TO HAVE MADE ALLOWANCE THEREOF IN PREPARING HIS BID. NO EXTRA CHARGES WILL BE CONSIDERED FOR COSTS RESULTING FROM FAILURE TO COMPLY WITH THE ABOVE.
2. PROPOSALS TAKE INTO ACCOUNT ALL SUCH CONDITIONS AS MAY AFFECT CONTRACT WORK.
3. DETAIL DRAWINGS AND INSTRUCTIONS;
   A. IF WORK IS REQUIRED IN A MANNER THAT MAKES IT IMPOSSIBLE TO PRODUCE FIRST CLASS WORK, OR DISCREPANCIES APPEAR AMONG CONTRACTUAL DOCUMENTS, REQUEST INTERPRETATION BEFORE PROCEEDING WITH WORK. IF G.C. FAILS TO MAKE SUCH A REQUEST, NO EXCUSE WILL THEREAFTER BE ENTERTAINED FOR FAILURE TO CARRY OUT WORK IN A SATISFACTORY MANNER.
   B. SHOULD CONFLICT OCCUR IN OR BETWEEN DRAWINGS OR SPECIFICATIONS, G.C. IS DEEMED TO HAVE ESTIMATED ON MORE EXPENSIVE WAY OF DOING WORK, UNLESS HE SHALL HAVE ASKED FOR AND OBTAINED WRITTEN DECISION BEFORE SUBMISSION OF PROPOSAL AS TO WHICH METHOD OR MATERIALS WILL BE REQUIRED. G.C. SHALL INFORM ARCHITECT IMMEDIATELY IF SUCH CONFLICT BETWEEN DRAWINGS OR SPECIFICATIONS OCCURS.
7. CONNECTIONS:
   ALL ATTACHMENTS, CONNECTIONS, OR FASTENINGS OF ANY NATURE ARE TO BE AND PERMANENTLY SECURED IN CONFORMANCE WITH BEST PRACTICE; G.C. IS RESPONSIBLE FOR PROVIDING THEN ACCORDING TO THESE CONDITIONS. DRAWINGS SHOW ONLY SPECIAL REQUIREMENTS TO ASSIST G.C.; THEY DO NOT ILLUSTRATE EVERY SUCH DETAIL.
8. GENERAL CONDITIONS:
   G.C. SHALL COMPLY WITH THE AIA GENERAL CONDITIONS LATEST EDITION.
9. SIGNS: PER LANDLORD & CODE
10. THE GENERAL CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE DESIGN, THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE STABILITY OF THE ADEQUACY, AND SAFETY OF ERECTION BRACING AND TEMPORARY SUPPORTS, ETC. STRUCTURE PRIOR TO THE APPLICATION OF ALL SHEAR WALLS, ROOF SHEATHING, STRUCTURAL ELEMENTS AND FINISH MATERIALS.
11. THE GENERAL CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, LOCATION OF NEW FRAMING MEMBERS, LINES OF SUPPORT LOCATIONS OF ANCHOR BOLTS, HOLD DOWNS, EXISTING SITE CONDITIONS AND UTILITIES PRIOR TO ORDERING MATERIALS.
12. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR ALL CONSTRUCTION, DEMOLITION, MEANS AND METHODS ON THE PROJECT. THE OWNER AND HIS CONSULTANTS SHALL NOT BE RESPONSIBLE FOR HOW THE WORK IS PERFORMED, SAFETY OR NEGLIGENT ACTS OR OMISSIONS BY THE GENERAL CONTRACTOR OR THE SUBCONTRACTORS OF THE JOB.
13. THE GENERAL CONTRACTOR SHALL ENSURE THAT ALL MATERIALS, AS REQUIRED BY CODE, ARE TESTED BY INDEPENDENT LABORATORIES AND THAT RESULTS ARE FURNISHED TO LOCAL BUILDING AND PROJECT CONSULTANTS.
14. ANY CHANGES TO THE DESIGN, AFTER ISSUANCE TO A BUILDING PERMIT, SHALL BE SUBMITTED TO THE PRESIDING BUILDING AGENCY FOR APPROVAL BY THE GENERAL CONTRACTOR.
15. DOCUMENTS MARKED "BID DOCUMENTS" SHALL NOT BE USED FOR CONSTRUCTION.
16. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE ALL WORK WITH THE REQUIREMENTS OF THE SUPPLIERS FOR THE MATERIALS REPRESENTED BY SHOP DRAWINGS.
17. INSTALL ADDRESS NUMBERS PER CITY AND EMS REQUIREMENTS.
18. CONTRACTOR TO OBTAIN INDIVIDUAL TRADE PERMITS.
19. PROVIDE FIRE TREATED BLOCKING OR AS REQUIRED BY THE LOCAL CODE OFFICIAL.
20. CONNECT WATER, GAS, AND ELECTRIC LINES TO EXISTING UTILITIES IN ACCORDANCE WITH LOCAL CITY BUILDING CODES. DURING CONSTRUCTION, SITE MUST HAVE TEMPORARY WATER SERVICE WITH BACKFLOW PREVENTOR.
21. DURING CONSTRUCTION, SITE MUST REMAIN CLEAN WITH GARBAGE DUMPSTER & TEMPORARY TOILET FACILITIES. FAILURE TO DO SO MAY RESULT IN TEMPORARY SUSPENSION OF WORK UNTIL VIOLATIONS ARE CORRECTED.
22. THE ARCHITECT IS NOT RESPONSIBLE FOR JOB SITE SAFETY OR OTHER JOB SITE CONDITIONS.
23. ALL MANUFACTURED ITEMS, MATERIALS, AND EQUIPMENT SHALL BE APPLIED, INSTALLED, CONNECTED, ERECTED, USED, CLEANED, ETC., IN ACCORDANCE WITH INDUSTRY STANDARDS
    THE MANUFACTURER'S RECOMMENDATIONS AND IN ACCORDANCE WITH PUBLISHED
24. THE GENERAL CONTRACTOR SHALL PROVIDE NECESSARY SUPERVISION TO COMPLETE THE WORK IN ACCORDANCE WITH THE DRAWINGS AND TRUE MEANING AND INTENT OF THESE SPECIFICATIONS EVEN THOUGH SUCH MENTION OF ARTICLES, MATERIALS, OPERATIONS, METHODS, QUALITY, QUALIFICATIONS OR CONDITIONS IS NOT EXPRESSED IN COMPLETE SENTENCES.
25. WHERE DEVICES OR ITEMS OR PARTS THEREOF ARE REFERRED TO IN SINGULAR, IT IS INTENDED THAT SUCH A REFERENCE SHALL APPLY TO AS MANY SUCH DEVICES, ITEMS OR PARTS AS ARE REQUIRED TO PROPERLY COMPLETE THE WORK.
26. SCHEDULES OF WORK INCLUDED IN THESE SPECIFICATIONS ARE GIVEN FOR CONVENIENCE AND SHALL NOT BE CONSIDERED AS A COMPREHENSIVE LIST OF ITEMS NECESSARY TO COMPLETE THE WORK AS DESCRIBED AND SPECIFIED.
27. THE GENERAL CONTRACTOR SHALL COORDINATE THE WORK COVERED HEREAFTER DESCRIBED WITH THE WORK OF OTHERS INVOLVED IN THIS PROJECT. THE NECESSARY INFORMATION AND THE ITEMS, MATERIAL, EQUIPMENT, ETC. SHALL BE DELIVERED WHEN REQUIRED IN ORDER TO PREVENT DELAY IN THE PROGRESS AND COMPLETION OF WORK.
28. THE GENERAL CONTRACTOR SHALL SUBMIT A SCHEDULE OF PROCEDURE TO THE OWNER FOR APPROVAL.
29. CITY APPROVED DRAWINGS SHALL BE KEPT IN A DRAWING BOX AND SHALL NOT BE USED BY WORKMEN. CONSTRUCTION SETS SHALL REFLECT THE SAME INFORMATION. THE GENERAL CONTRACTOR SHALL ALSO MAINTAIN, IN GOOD CONDITION, ONE COMPLETE SET OF DRAWINGS WITH REVISIONS, ADDENDA, AND CHANGE ORDERS, ON THE PREMISES AND ARE TO BE UNDER THE CARE OF THE JOB SUPERINTENDENT. THE GENERAL CONTRACTOR MUST TURN THIS DRAWING SET OVER TO THE OWNER AT THE COMPLETION OF THIS JOB.
30. VERIFY AND CONFORM TO REQUIREMENTS OF UTILITY COMPANIES UNLESS OTHERWISE NOTED IN THE DRAWINGS AND SPECIFICATIONS. WHENEVER MATERIALS, EQUIPMENT, OR SYSTEMS ARE SPECIFIED OR INDICATED BY PROPRIETARY NAME OR MANUFACTURER, THE MATERIALS, EQUIPMENT, SYSTEMS SO SPECIFIED OR INDICATED SHALL BE DEEMED TO BE FOLLOWED BY THE WORDS "OR EQUAL" EXCEPT IN THOSE CASES WHERE ITEMS SPECIFIED BY NAME ARE MARKED "NO SUBSTITUTE". THE SUBCONTRACTOR MAY, AT HIS OPTION, SUBMIT FOR A DIFFERENT MANUFACTURER AS SPECIFIED AND SUCH MUST BE REQUESTED IN THE GENERAL CONTRACTOR'S APPROVAL, EQUIPMENT, MATERIALS OR SYSTEMS OF WRITING TO GENERAL CONTRACTOR A MINIMUM OF FIVE (5) WORKING DAYS PRIOR TO NECESSARY APPROVAL DATE. NO SUBSTITUTIONS SHALL BE PERMITTED UNLESS THE APPROVAL IS GRANTED.
31. THE SUBCONTRACTOR SHALL PROVIDE EVIDENCE OF QUALIFICATIONS TO THE GENERAL CONTRACTOR AND SHALL EMPLOY ONLY SKILLED, QUALIFIED PERSONNEL ON THE JOB.
32. WORK IS TO BE DONE IN THE BEST WORKMANLIKE MANNER AND SHALL HAVE TO MEET WITH THE APPROVAL OF THE OWNER AND GENERAL CONTRACTOR.
33. WORK SHALL BE GUARANTEED FOR A PERIOD OF ONE (1) YEAR AFTER COMPLETION, UNLESS OTHERWISE SPECIFIED, AND SHALL BE SO STATED IN SUBCONTRACTOR'S WRITTEN PROPOSAL AND AGREEMENT. REPAIRS, CORRECTIONS, DISCREPANCIES, ETC. MUST BE MADE WITHOUT ADDITIONAL COST TO THE OWNER, AND WITHIN FIVE (5) DAYS AFTER NOTICE IS GIVEN.
34. GENERAL CONTRACTORS SHALL BE RESPONSIBLE FOR THE COMPLETE SECURITY OF THE BUILDING AND SITE WHILE JOB IS IN PROGRESS AND UNTIL JOB IS COMPLETED.
35. DEBRIS SHALL BE REMOVED FROM THE PREMISES AND THE PREMISE SHALL BE KEPT IN A CLEAN (BROOM) CONDITION.
36. GENERAL CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO ENSURE THE SAFETY OF THE OCCUPANTS AND WORKERS.
37. DO NOT SCALE DRAWINGS, DIMENSIONS GOVERN. SUBCONTRACTOR SHALL NOTIFY GENERAL CONTRACTOR /OWNER IMMEDIATELY OF DISCREPANCIES.
38. ITEMS MARKED "N.I.C." ARE NOT PART OF THIS CONTRACT. ITEMS NOTED AS OWNER SUPPLIED AND SUBCONTRACTOR INSTALLED, SHALL BE SUPPLIED BY THE OWNER BUT WILL BE INSTALLED BY THE SUBCONTRACTOR.
39. WORK SHALL BE APPLIED IN ACCORDANCE WITH THE MANUFACTURER'S LATEST RECOMMENDATIONS OR WRITTEN DIRECTIONS.

IBC GENERAL NOTES

1. PROVIDE FIRE BLOCKING & DRAFTSTOPPING IN COMBUSTIBLE CONCEALED LOCATIONS. FIREBLOCKING SHALL BE PROVIDED IN CONCEALED SPACES OF STUD WALL, FURRED SPACES AT 10' INTERVALS BOTH VERTICAL AND HORIZONTAL.
2. ALL FINISHES SHALL BE ATTACHED DIRECT TO FIRE RATED ASSEMBLIES NOT EXCEEDING 1.75" IN THICKNESS PROVIDE FIREBLOCKING AT A MAXIMUM OF 8" IN ANY DIRECTION.
3. DECORATIVE MATERIALS SHALL BE FLAME RESISTANT IN ACCORDANCE TO SECTION 805.2 IBC AND NFPA 701 OR NON-COMBUSTIBLE.
4. INTERIOR WALL & CEILING FINISHES SHALL BE AS REQUIRED BY TABLE 803.4 IBC.
5. CONTRACTOR TO PROVIDE SHOP DRAWINGS FOR REVIEW & APPROVAL PRIOR TO INSTALLATION PLANS & SPECIFICATIONS OF FIRE ALARM DETECTION SYSTEM AS REQUIRED BY SECTION 907.1 OF THE IBC.

ENVELOPE MANDATORY MEASURES

1. ALL INSULATING MATERIALS SHALL BE INSTALLED IN COMPLIANCE WITH THE FLAME SPREAD RATING AND SMOKE DENSITY REQUIREMENTS OF THE IBC AND IEC.
2. ALL EXTERIOR JOINTS AND OPENINGS IN THE BUILDING ENVELOPE THAT ARE OBSERVABLE SOURCES OF AIR LEAKAGE SHALL BE CAULKED, GASKETED, WEATHERSTRIPPED OR SEALED.
3. SITE CONSTRUCTED DOORS AND WINDOWS SHALL BE CAULKED BETWEEN THE UNIT AND THE BUILDING, AND SHALL BE WEATHERSTRIPPED.
4. MANUFACTURED DOORS AND WINDOWS INSTALLED SHALL HAVE AIR INFILTRATION RATES CERTIFIED BY THE MANUFACTURER.

2500 W. LOOP S. FWY, SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
W W W . C I V E . C O M
TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE
5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

07/05/2018

OWNER / DEVELOPER
DANIEL CHANG
4922 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DAN.CHANG@MAC.COM
PHONE: (713) 449-9221
Governmental Jurisdiction
CITY OF BELLAIRE

Revisions:

Mark:	Description:	Date:
0	ISSUED FOR PERMIT	JUNE/18/2018

COVER SHEET

Drawn by:	N.N.
Checked by:	CIVE
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Sheet Number:	G-000

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing:SUP-5235 Bellaire Blvd)

GRAPHIC LEGEND

AB	anchor bolt
ABV	above
A/C	air conditioning
ACC	access
ACT	acoustical tile
AD	area drain
ADJ	adjacent
AGG	aggregate
AFF	above finished floor
ALUM	aluminum
ALT	alternate
AP	access panel
APPROX	approximate
ARCH	architect (ural)
ASPH	asphalt
BM	bench mark, beam
BLDG	building
BLK	block
BLKG	blocking
BO	bottom of
BOT	bottom
BPL	bearing plate
BRG	bearing
BUR	built-up roofing
CAB	cabinet
CB	catch basin
CEM	cement
CER	ceramic
CI	cast iron
CIR	clrcle
CLG	ceiling
CLR	clear (ance)
CMU	concrete masonry unit
COL	column
CONC	concrete
CONST	construction
CONT	continuous or continue
CONTR	contract (or)
CPT	carpet (ed)
CT	ceramic tile
DEM	demolish, demolition
DEP	depressed
DEL	detail
DF	douglas fir
DIAG	diagonal
DIAM	diameter
DIM	dimension
DL	dead load
DN	down
DPR	dispenser
DR	door
DS	downspout
E	east
EA	each
EB	expansion bolt
ELEC	electric (al)
ELEV	elevation
EMP	employee
ENCL	enclosure (ure)
EP	electrical panelboard
EQ	equal
EQUIP	equipment
EXH	eshaust
EXIST	existing
EXP	exposed
EXT	exterior
FD	floor drain
FE	fire extinguisher
FF	finish floor
FIN	finsh (ed)
FOC	face of concrete
FOM	face of masonry
FOS	face of studs
FR	frame (d), (ing)
FS	floor sink
FSE	food service equip.
FTG	footing
FUR	furred (ing)
GA	gage, guage
GD	grade, grading
GC	general contract (or)
GI	galvanized iron
GL	glass, glazing
GYP. BD.	gypsum board
HB	hose bibb
HC	hollow core
HDR	header
HM	hollow metal
HORZ	horizontal
HT	height
HVAC	heating/ventilating/air conditioning
HWD	hardwood
INCL	include (d), (ing)
ID	inside diameter
INSUL	insulation
INT	interior
J	joist
JT	joint
KPL	kickplate
LAD	ladder
LAM	laminate (d)
LAV	lavatory
LB	lag bolt
LL	live load
LOC	location
LTL	lintel
LVR	louver
MAS	masonry
MAT	material (s)
MAX	maximum
MB	machine bolt
MFR	manufacture (er)
MH	manhole
MECH	mechanic (al)
MET	metal
MIN	minimum
MISC	miscellaneous
MO	masonry opening
N	north
NAT	natural
NIC	not in contract
NTS	not to scale
OA	overall
OC	on center (s)
OD	outside dimension
OH	overhead
O.H	opposite hand
OJ	open web joist
OPG	opening
OPH	opposite hand
OPP	opposite
PAR	parallel
PB	panic bar
PC	pipe column
PED	pedestal
PERF	perforate (d)
PFB	prefabricate (d)
PG	plate glass
P/L	plastic laminate
PL	plate, property line
PLAS	plaster
PLYWD	plywood
PNL	panel
PTN	partition
PSF	pounds per square foot
PSI	pounds per square inch
PT	pressure treated
PVMT	pavement
QT	quarry tile
RAD	radius
REF	reference
REFR	refrigerator
REG	register
REINF	reinforce (d), (ing)
REQ'D	required
RES	resilient
RET	retaining
RFL	reflect (ed), (ive), (or)
RCP	reinforced concrete pipe, reflected ceiling plan
RM	room
RO	rough opening
S	south
SC	solid core
SCH	schedule
SD	storm drain
SEC	section
SF	square feet
SHT	sheet
SHTH	sheathing
SIM	similar
SPL	special
SPEC	specification (s)
SQ	square
S/S	stainless steel
SS	service sink
STA	station
STD	standard
STL	steel
STRUCT	structural
SUS	suspended
SYM	symmeiry (ical)
SYS	system
TEL	telephone
TG	tempered glass
T&G	tongue and groove
TKS	tackstrip
TME	to match existing
TO	top of
TS	top of sheathing
TSL	top of slab
TST	top of steel
TW	top of wall
TYP	typical
UC	undercut
UR	urinal
VB	vapor barrier, vinyl base
VERT	vertical
VJ	v-joint (ed)
VT	vinyl tile
W	west
W/	with
WC	water closet
WD	wood
WG	wired glass
WH	wall hung
WIN	window
WM	wire mess
WO	without
WP	waterproofing
WR	water resistant
WSCT	wainscot

SYMBOL	DESCRIPTION
	PARTITION WALLS RE: PARTITION TYPES FOR DETAILS.
	SOUND INSULATION
	EXISTING WALL TO BE DEMOLISHED
	STOREFRONT OR WINDOW
	ALL DIMENSIONS ARE FROM FACE OF STUD TO FACE OF STUD
LEVEL X'-X"	LEVEL TAG
00	DOOR TAGS
01	WINDOW TAG
X.1	WALL TYPE
000	KEY NOTE
000	GENERAL KEY NOTE TAG
X/A-XXX	EXTERIOR OR INTERIOR ELEVATION TAG
U L X-XX R D	INTERIOR ELEVATION TAG
1 A-1.0	SECTION TAG
ROOM NAME ROOM NAME 2 ROOM # 0000 SF	ROOM TAG
XXX	EQUIPMENT AND ACCESSORY TAGS
X X-101	CALL OUT TAG
1	REVISION DELTA
A	STRUCTURAL COLUMNS GRID LINE
+0'-0"	PLAN LEVEL TAG
XXXXXXXX +X'-X"	ELEVATION & SECTION TAG

CODE ANALYSIS

APPLICABLE CODES :
2012 INTERNATIONAL BUILDING CODE (IBC)
2015 INTERNATIONAL ENERGY CONSERVATION CODE(IECC)
2012 INTERNATIONAL MECHANICAL CODE (IMC)
2012 INTERNATIONAL PLUMBING CODE (IPC)
2017 NATIONAL ELECTRICAL CODE (NEC) WITH LOCAL AMENDMENTS (COMMERCIAL & RESIDENTIAL)
2012 INTERNATIONAL FIRE CODE (IFC) WITH ADOPTED
2012 TEXAS ACCESSIBILITY STANDERS

USE & OCCUPANCY CLASSIFICATION:
(REFER TO IBC SECTION 302)
B

TYPE OF CONSTRUCTION:
(REFER TO IBC SECTION 602)
II B (SPRINKLERED)

ALLOWABLE HEIGHTS & BUILDING AREAS :
(REFER TO IBC TABLE 503)
3 STORY - 23,000 S.F.

BUILDING AREA:
TOTAL: 620 SF
SINGLE STORY

OCCUPANCY LOAD:
(REFER TO IBC SECTION 1004 & TABLE 1004.1.2)
TOTAL OCCUPANCY: 7 OCCUPANTS

- OFFICE: 620 / 100 GROSS = 7 OCCUPANTS

PARKING ANALYSIS:
CLINIC: 3.5 PARKING SPACES FOR EVERY 1,000 S.F.

PARKING ANALYSIS
HAND CAR WASH:
1.0 PARKING SPACE PER BAY OR STALL

3 BAYS X 1 P.S.	= 3 P.S.
TOTAL PARKING REQ.	= 3 P.S.
TOTAL PARKING REQU.	= 3 P.S.
TOTAL PARKING PROV.	= 5 P.S.

MEANS OF EGRESS SIZING :
(REFER TO IBC SECTION 1005.3)

OTHER EGRESS COMPONENTS:
OF OCCUPANTS X 0.20 = CAPACITY IN INCHES
7 x 0.20 = 1.4 INCHES (REQUIRED)

OF DOORS x WIDTH IN INCHES = TOTAL IN INCHES (PROVIDED)
(36 x 1) = 36 INCHES (PROVIDED)

2500 W. LOOP S. FWY. SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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DANIEL CHANG
4022 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DANCHANG@AOL.COM
PHONE: (713) 480-9500

Governmental Jurisdiction
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CODE ANALYSIS
& GRAPHIC LEGEND

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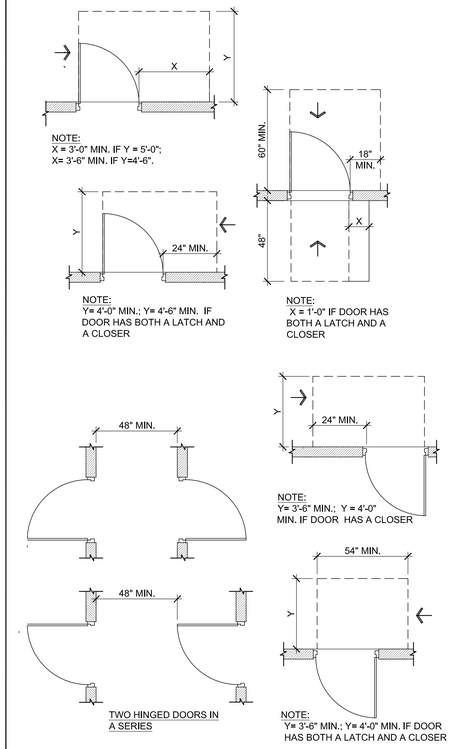
Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing:SUP-5235 Bellaire Blvd)



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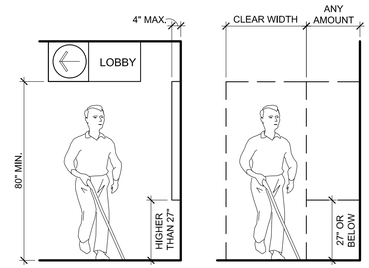
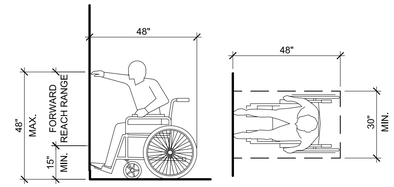


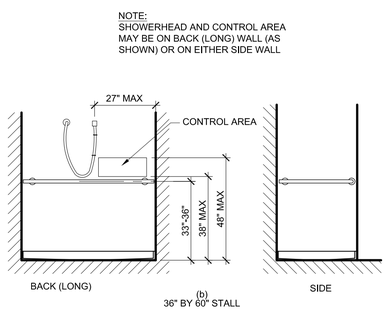
PROTUDING OBJECTS

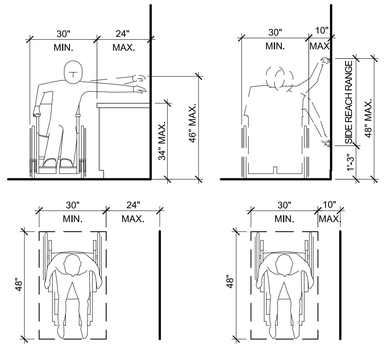
SCALE 3/8" = 1'-0" | 6



FORWARD REACH RANGE

SCALE 3/8" = 1'-0" | 3



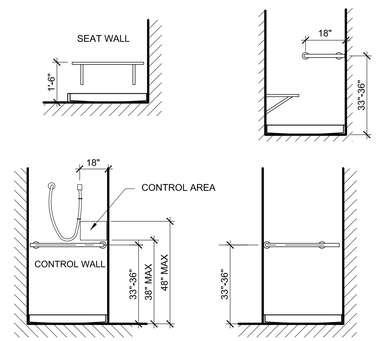


SIDE REACH RANGE

SCALE 3/8" = 1'-0" | 2

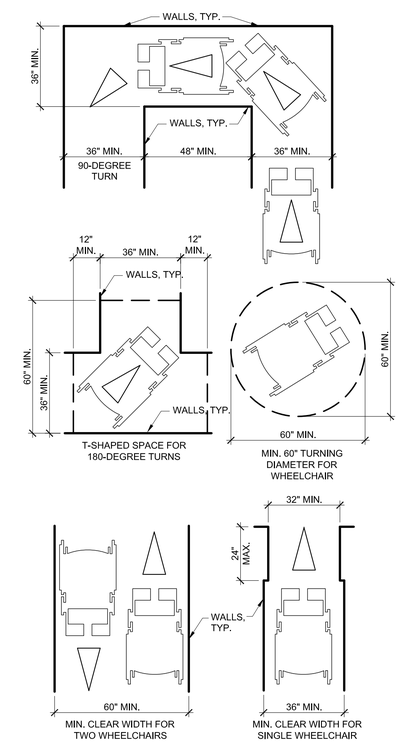
DOOR CLEARANCES

SCALE 3/8" = 1'-0" | 8



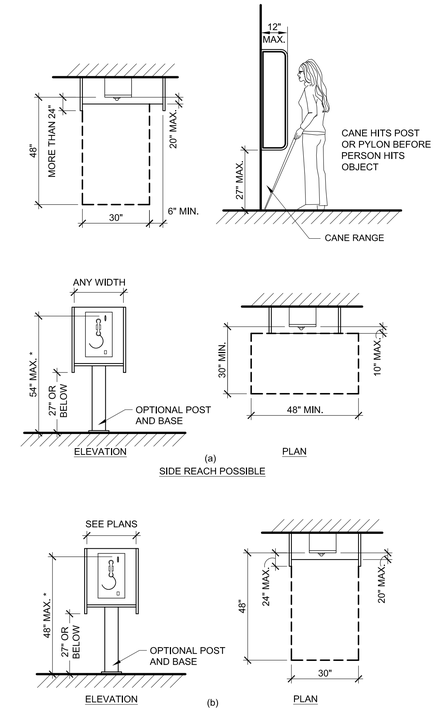
SHOWER STALLS

SCALE 3/8" = 1'-0" | 5



WHEELCHAIR CLEARANCES

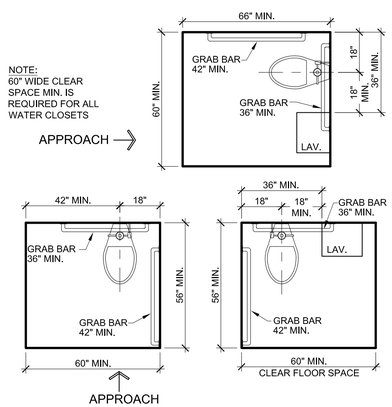
SCALE 3/8" = 1'-0" | 1



* HEIGHT TO HIGHEST OPERABLE PARTS WHICH ARE ESSENTIAL TO BASIC OPERATON OF TELEPHONE

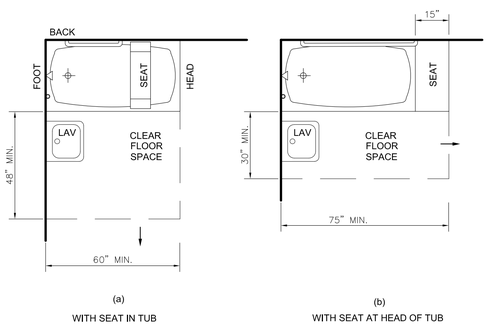
PHONE MOUNTING HEIGHTS

SCALE 3/8" = 1'-0" | 7



SINGLE USER TOILET

SCALE 3/8" = 1'-0" | 4



CLEAR FLOOR SPACE AT BATHTUBS

SCALE 3/8" = 1'-0" | 9

ACCESSIBILITY NOTES

1. IN BUILDINGS AND FACILITIES, FLOORS OF A GIVEN STORY SHALL BE A COMMON LEVEL THROUGHOUT, OR SHALL BE CONNECTED BY PEDESTRIAN RAMPS, PASSENGER ELEVATORS, OR SPECIAL ACCESS LIFTS.
2. FLOOR SURFACES SHALL BE SLIP-RESISTANT.
3. EVERY CORRIDOR AND AISLE SERVING AN OCCUPANT LOAD OF 10 OR MORE SHALL BE NOT LESS THAN 44" IN CLEAR WIDTH.
4. ABRUPT CHANGES IN LEVEL ALONG ANY ACCESSIBLE ROUTE SHALL NOT EXCEED $\frac{3}{4}$" IN HEIGHT. LEVEL CHANGES NOT EXCEEDING $\frac{1}{4}$" MAY BE VERTICAL. BEVEL OTHERS WITH A SLOPE OF NO GRATER THAN 1:2.
5. LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVACTED AND WHICH ARE IN A PATH OF TRAVEL SHALL BE OPERABLE WITH A SINGLE EFFORT BY LEVER TYPE HARDWARE, PANIC BARS, PUSH ACTIVATING BARS, OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE. MOUNT DOOR OPENING HARDWARE BETWEEN 30" AND 44" ABOVE THE FLOOR FINISH.
6. CENTER HAND ACTIVATED DOOR OPENING HARDWARE 30" AND 44" ABOVE FINISHED FLOOR.
7. MAXIMUM PULL OR PUSH EFFORT TO OPERATE DOORS SHALL NOT EXCEED 8.5 POUNDS FOR EXTERIOR DOORS, AND 5 POUNDS FOR INTERIOR DOORS, MEASURED AT RIGHT ANGLES TO HINGED DOORS AND AT CENTER PLAN OF SLIDING OR FOLDING DOORS. CORRESPONDING DEVICES OR AUTOMATIC DOOR OPENERS MAY BE UTILIZED TO MEET THE ABOVE STANDARDS. MAXIMUM EFFORT TO OPERATE REQUIRED FIRE DOORS MAY BE INCREASED NOT TO EXCEED 15 POUNDS.
8. THE BOTTOM 10" OF ALL DOORS, (EXCEPT SLIDING AND AUTOMATIC) SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE TO ALLOW THE DOOR TO BE OPENED USING A WHEELCHAIR FOOTREST WITHOUT CREATING A TRAP OR HAZARDOUS CONDITION. PROVIDE A 10" SMOOTH PANEL ON THE PUSH SIDE OF NARROW FRAME DOORS.
9. EVERY REQUIRED ENTRANCE OR PASSAGE DOORWAY SHALL BE NOT LESS THAN 3' IN WIDTH AND NOT LESS THAN 6'-8" IN HEIGHT. DOORS SHALL BE CAPABLE OF OPENING AT LEAST 90 DEGREES AND SHALL BE MOUNTED SO THAT THE CLEAR WIDTH OF THE DOORWAY IS NOT LESS THAN 32".
10. WHERE A PAIR OF DOORS IS UTILIZED, AT LEAST ONE OF THE DOORS SHALL PROVIDE A CLEAR, UNOBSTRUCTED OPENING WIDTH OF 32" WITH THE LEAF POSITIONED AT AN ANGLE OF 90 DEGREES FROM ITS CLOSED POSITION.
11. IDENTITFY ACCESSIBLE ENTRANCES WITH AT LEAST ONE STANDARD SIGN AND WITH ADDITIONAL DIRECTIONAL SIGNS AS REQUIRED, VISIBLE FROM APPROACHING PEDESTRAIN WAYS.
12. THE FLOOR OR LANDING ON EACH SIDE OF AN ENTRANCE OR PASSAGE DOOR SHALL BE LEVEL AND CLEAR. THE LEVEL AND CLEAR AREA SHALL HAVE A LENGTH IN THE DIRECTION OF DOOR SWING OF AT LEAST 60", AND THE LENGTH OPPOSITE THE DIRECTION OF DOOR SWING OF 44" AS MEASURED AT RIGHT ANGLES TO THE PLANE OF THE DOOR IN ITS CLOSED POSITION.
13. FLOORS OR LANDINGS SHALL BE NOT MORE THAN $\frac{1}{2}$" LOWER THAN THE THRESHOLD OF THE DOORWAY. CHANGE IN LEVEL BETWEEN $\frac{1}{4}$" AND $\frac{1}{2}$" SHALL BE BEVELED, WITH A SLOPE NO GREATER THAN 1:2.
14. TO ALERT THE VISUALLY IMPAIRED, MARK THE UPPER APPROACH AND THE LOWER TREAD OF EACH INTERIOR STAIR WITH A STRIP OF CLEARLY CONTRASTING COLOR AT LEAST 2" WIDE, PLACED PARALLEL TO AND NOT MORE THAN 1" FROM THE NOSE OF THE STEP OR LANDING. THE STRIP SHALL BE OF A MATERIAL THAT IS AS LEAST AS SLIP RESISTANT AS THE OTHER TREADS OF THE STAIR.
15. CENTER ELECTRICAL RECEPTACLES NOT MORE THAN 15" ABOVE THE FLOOR OR WORKING PLATFORM.

ACCESSIBLE NOTES

2500 W. LOOP S. FWY, SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

07/05/2018

OWNER / DEVELOPER
DANIEL CHANG
4922 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL DAN.CHANG@MAC.COM
PHONE (713) 466-2002
Governmental Jurisdiction
CITY OF BELLAIRE

Revisions:

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ACCESSIBILITY STANDARDS

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Sheet Number:	

G-002

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

609 GRAB BARS

609.2 Cross Section. Grab bars shall have a cross section complying with 609.2.1 or 609.2.2.

609.2.1 Circular Cross Section. Grab bars with circular cross sections shall have an outside diameter of 1 1/4 inches minimum and 2 inches maximum.

609.2.2 Non-Circular Cross Section. Grab bars with non-circular cross sections shall have a cross-section dimension of 2 inches maximum and a perimeter dimension of 4 inches minimum and 4.8 inches maximum

609.3 Spacing. The space between the wall and the grab bar shall be 1 1/2 inches. The space between the grab bar and projecting objects below and at the ends shall be 1 1/2 inches minimum. The space between the grab bar and projecting objects above shall be 12 inches minimum.

EXCEPTION: The space between the grab bars and shower controls, shower fittings, and other grab bars above shall be permitted to be 1 1/2 inches minimum.

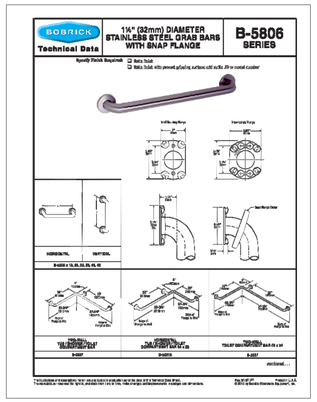
609.4 Position of Grab Bars. Grab bars shall be installed in a horizontal position, 33 inches minimum and 36 inches maximum above the finish floor measured to the top of the gripping surface, except that at water closets for children's use complying with 604.9, grab bars shall be installed in a horizontal position 18 inches minimum and 27 inches maximum above the finish floor measured to the top of the gripping surface.

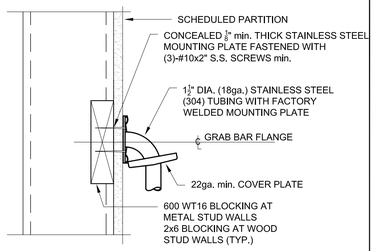
609.5 Surface Hazards. Grab bars and any wall or other surfaces adjacent to grab bars shall be free of sharp or abrasive elements and shall have rounded edges.

609.6 Fittings. Grab bars shall not rotate within their fittings.

609.7 Installation. Grab bars shall be installed in any manner that provides a gripping surface at the specified locations and that does not obstruct the required clear floor space.

609.8 Structural Strength. Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any point on the grab bar, fastener, mounting device, or supporting structure.





ALL WOOD BLOCKING TO BE FIRE-RETARDANT TREATED WOOD CONNECTION DETAIL TYPICAL AT EACH GRAB BAR FLANGE

GRAB BAR

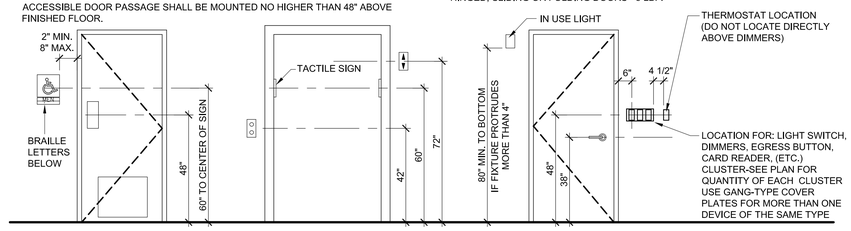
SCALE 3/8" = 1'-0" | 5

1) DOOR HARDWARE -HANDLES, PULLS, LATCHES, LOCKS, AND OTHER OPERATING DEVICES ON ACCESSIBLE DOORS SHALL HAVE A SHAPE THAT IS EASY TO GRASP WITH ONE HAND AND DOES NOT REQUIRE TIGHT GRASPING, TIGHT PINCHING, OR TWISTING OF LEVER-OPERATED MECHANISMS; U-SHAPED HANDLES ARE ACCEPTABLE DESIGNS.

2) WHEN SLIDING DOORS ARE FULLY OPEN, OPERATING HARDWARE SHALL BE EXPOSED AND USEABLE FROM BOTH SIDES. HARDWARE REQUIRED FOR ACCESSIBLE DOOR PASSAGE SHALL BE MOUNTED NO HIGHER THAN 48" ABOVE FINISHED FLOOR.

3) ALL CLOSERS SHALL BE ADJUSTED SO THAT FROM AN OPEN POSITION OF 70 DEGREES, THE DOOR WILL TAKE AT LEAST 3 SECONDS TO MOVE TO A POINT 3 IN. FROM THE LATCH, MEASURED TO THE LEADING EDGE OF THE DOOR.

4) DOOR OPENING FORCE: THE MAXIMUM FORCE FOR PUSHING OR PULLING OPEN A DOOR SHALL BE AS FOLLOWS; FIRE DOORS - MINIMUM OPENING FORCE ALLOWED BY THE APPROPRIATE ADMINISTRATIVE AUTHORITY. INTERIOR HINGED, SLIDING OR FOLDING DOORS - 5 LBF.

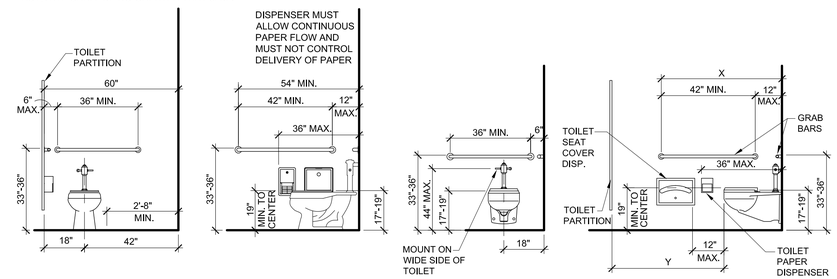


ACCESSIBLE MOUNTING HEIGHTS

SCALE 3/8" = 1'-0" | 4

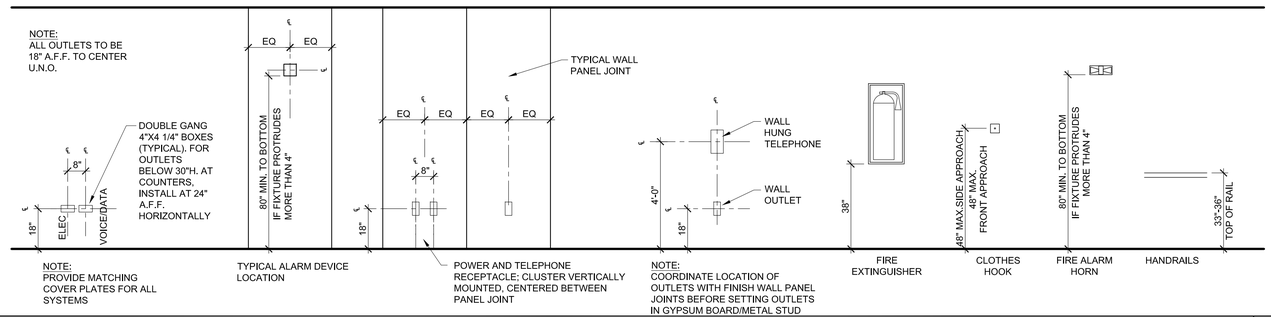
NOTE:
FLUSH VALVE OPERATION SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE GRASPING, PINCHING OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE SHALL BE NO GREATER THAT 5LBF.

NOTE:
X=54" MINIMUM WHEN WATER CLOSETS ARE NOT IN STALLS (I.E. SINGLE ACCOMMODATION ROOMS OR OPEN TOILETING SITUATIONS)
Y=48" MINIMUM WHEN DOOR OPENING IS AT FRONT OF STALL
Y=60" MINIMUM WHEN DOOR OPENING IS AT SIDE OF STALL



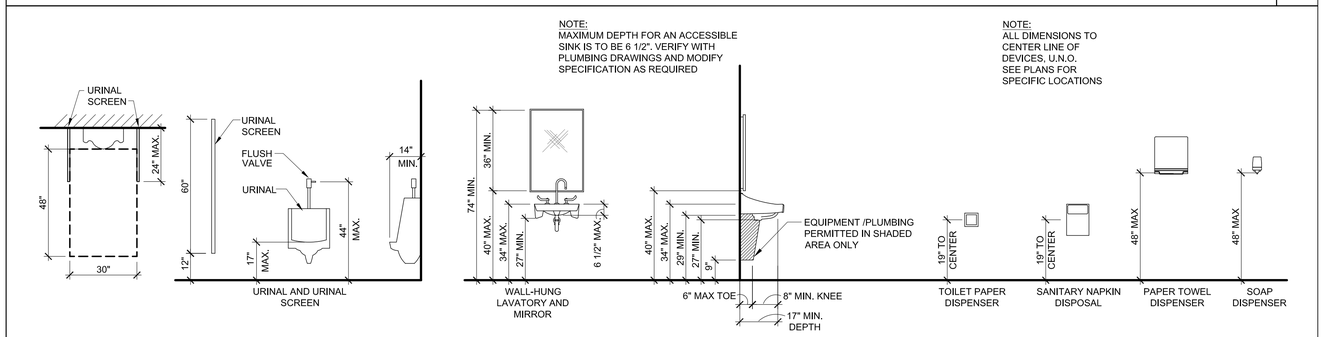
TOILET AND ACCESSORY HEIGHTS

SCALE 3/8" = 1'-0" | 3



DEVICE MOUNTING HEIGHTS

SCALE 3/8" = 1'-0" | 2



FIXTURE AND ACCESSORY MOUNTING HEIGHTS

SCALE 3/8" = 1'-0" | 1

NOT USED

NOT USED

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HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

07/05/2018

OWNER: DEVELOPER
DANIEL CHANG
4602 CHESTNUT STREET
BELLAIRE, TX 77401
EMAIL: DAN.CHANG@MAC.COM
PHONE: (713) 449-0000
Governmental Jurisdiction
CITY OF BELLAIRE

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ACCESSIBILITY STANDARDS

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Sheet Number:	

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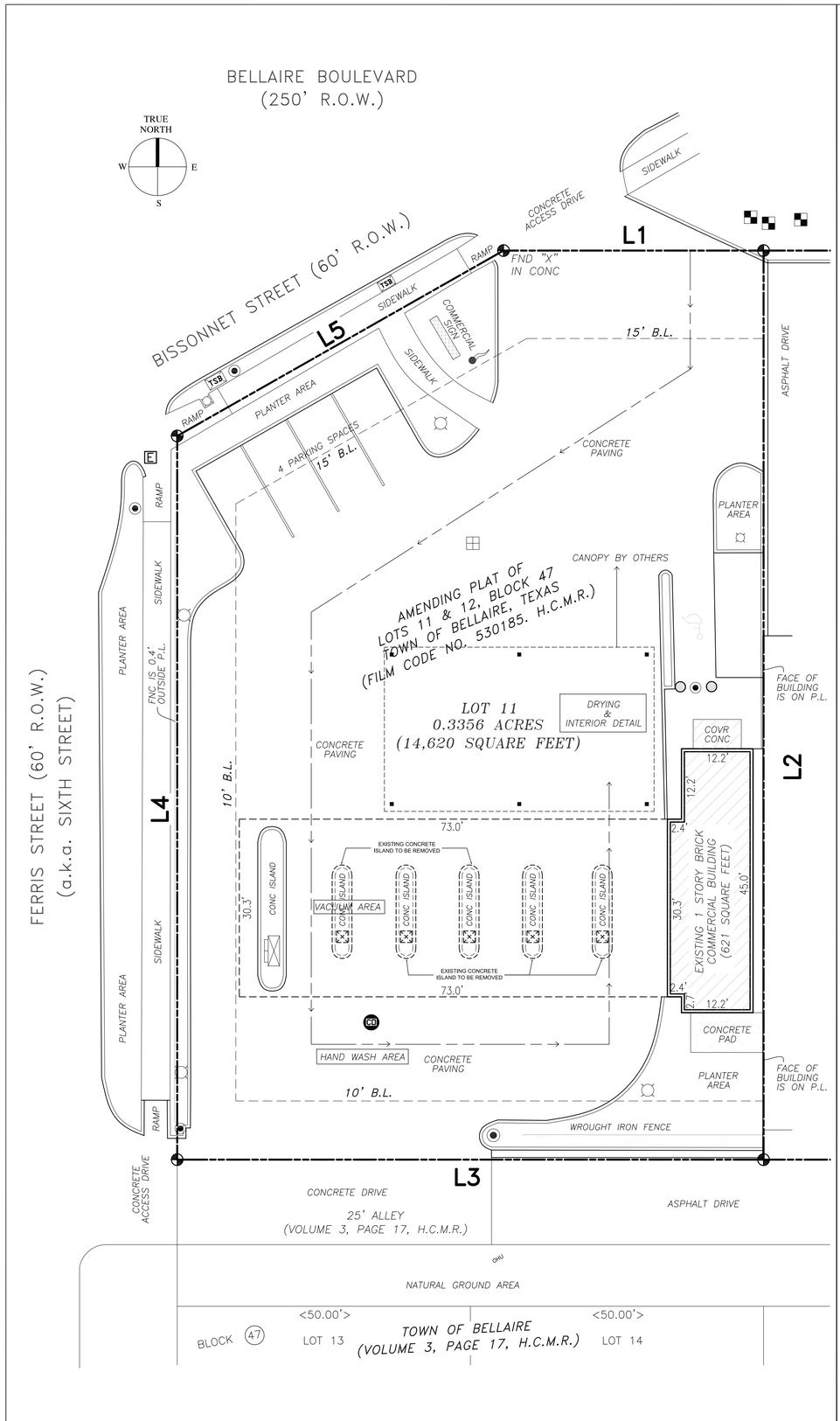
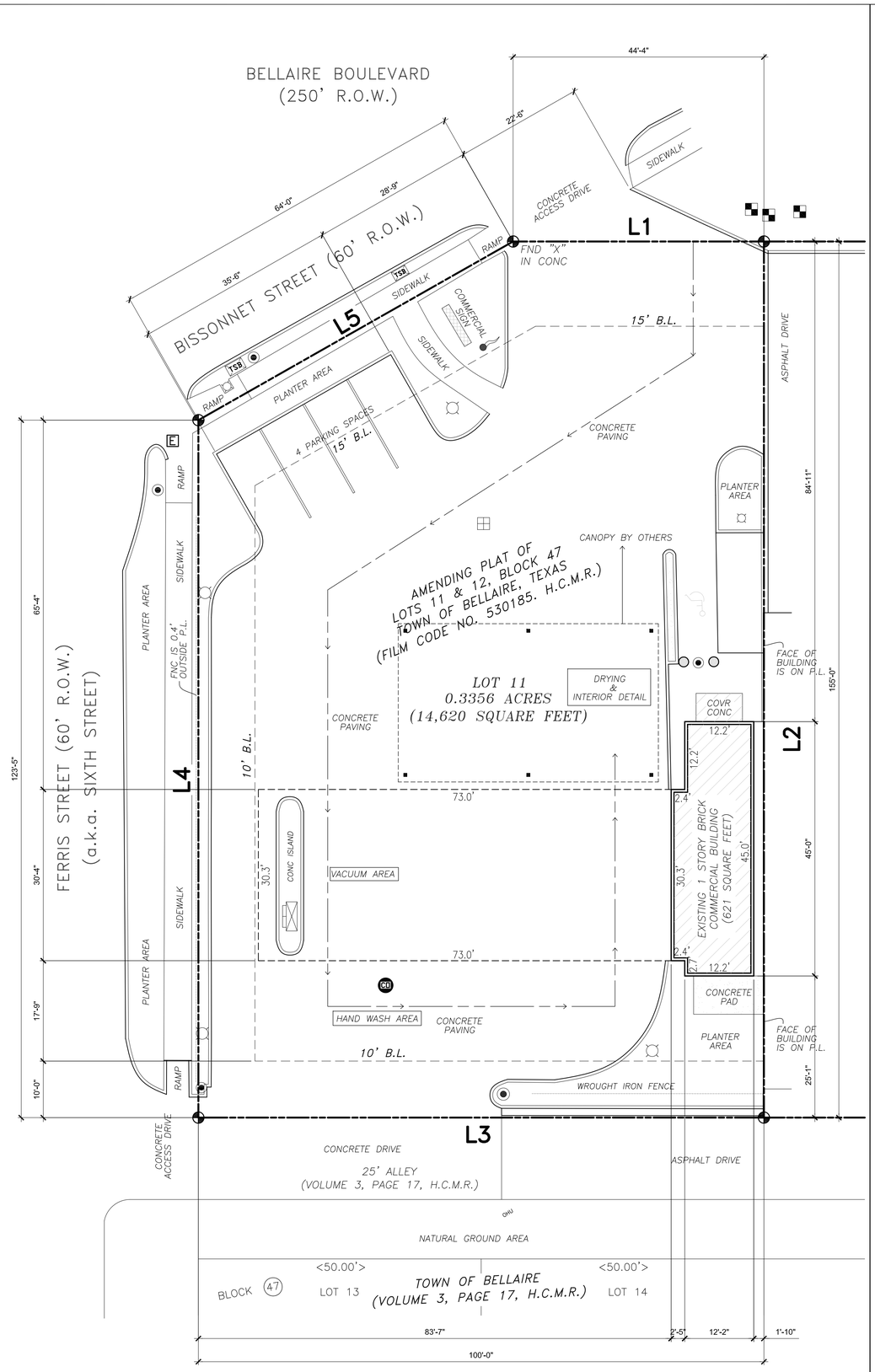
Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing:SUP-5235 Bellaire Blvd)



DEMOLITION SITE PLAN SCALE 3/32" = 1'-0" 1



SITE PLAN SCALE 3/32" = 1'-0" 2

PARKING ANALYSIS

HAND CAR WASH:

1.0 PARKING SPACE PER BAY OR STALL

3 BAYS X 1 P.S.	= 3 P.S.
TOTAL PARKING REQ.	= 3 P.S.
TOTAL PARKING REQU.	= 3 P.S.
TOTAL PARKING PROV.	= 5 P.S.

PARKING ANALYSIS

2500 W. LOOP S. FWY. SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

07/05/2018

OWNER / DEVELOPER
DAVIE CLARKE
4602 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DAVC@MAGIC.COM
PHONE: (713) 664-0003

Governmental Jurisdiction
CITY OF BELLAIRE

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DEMOLISHING & SITE PLANS

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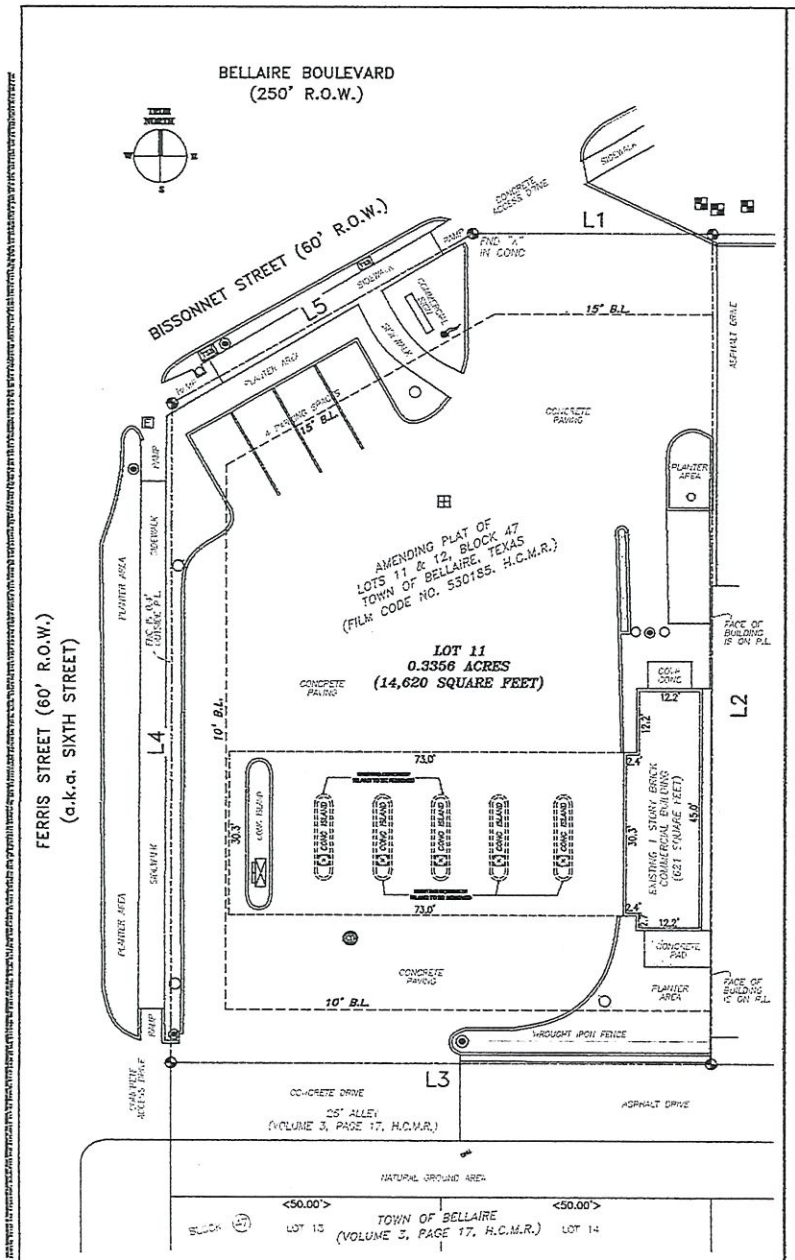
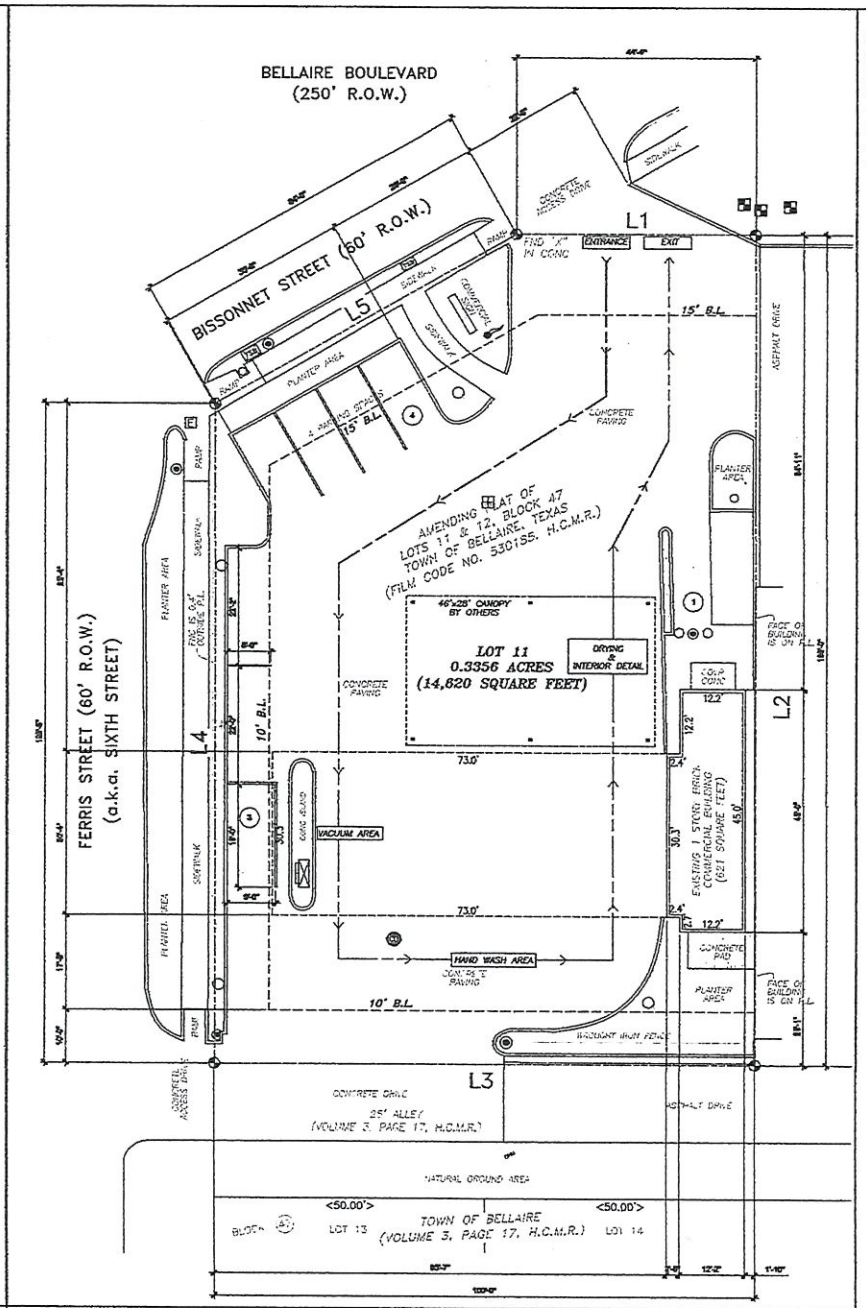
Sheet Number:	A-101

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)



DEMOLITION SITE PLAN SCALE 3/32" = 1'-0" 1



SITE PLAN SCALE 3/32" = 1'-0" 2

PARKING ANALYSIS
HAND CAR WASH:
1.0 PARKING SPACE PER BAY OR STALL

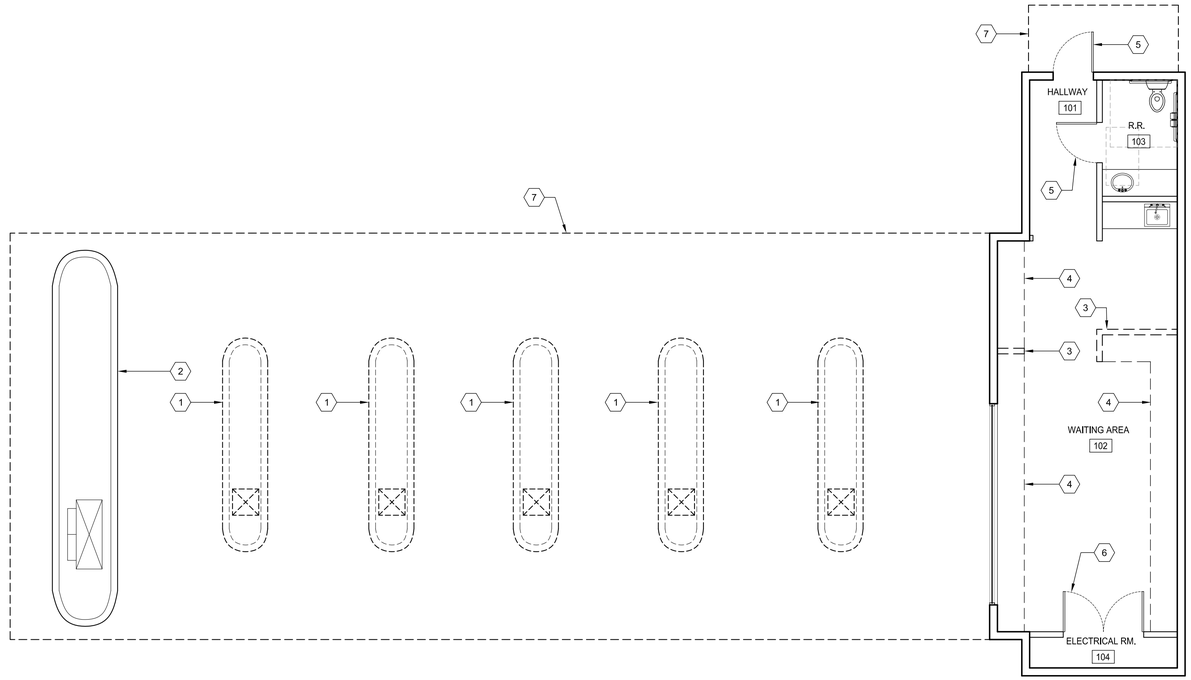
3 BAYS X 1 P.S.	= 3 P.S.
TOTAL PARKING REQ.	= 3 P.S.
TOTAL PARKING REQU.	= 3 P.S.
TOTAL PARKING PROV.	= 6 P.S.

PARKING ANALYSIS

HAND CAR WASH AT BELLAIRE

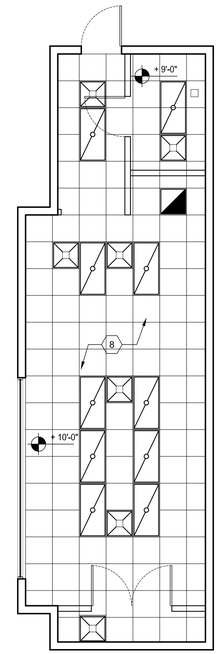
A-

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)



DEMOLITION FLOOR PLAN

SCALE 3/16" = 1'-0" | 1

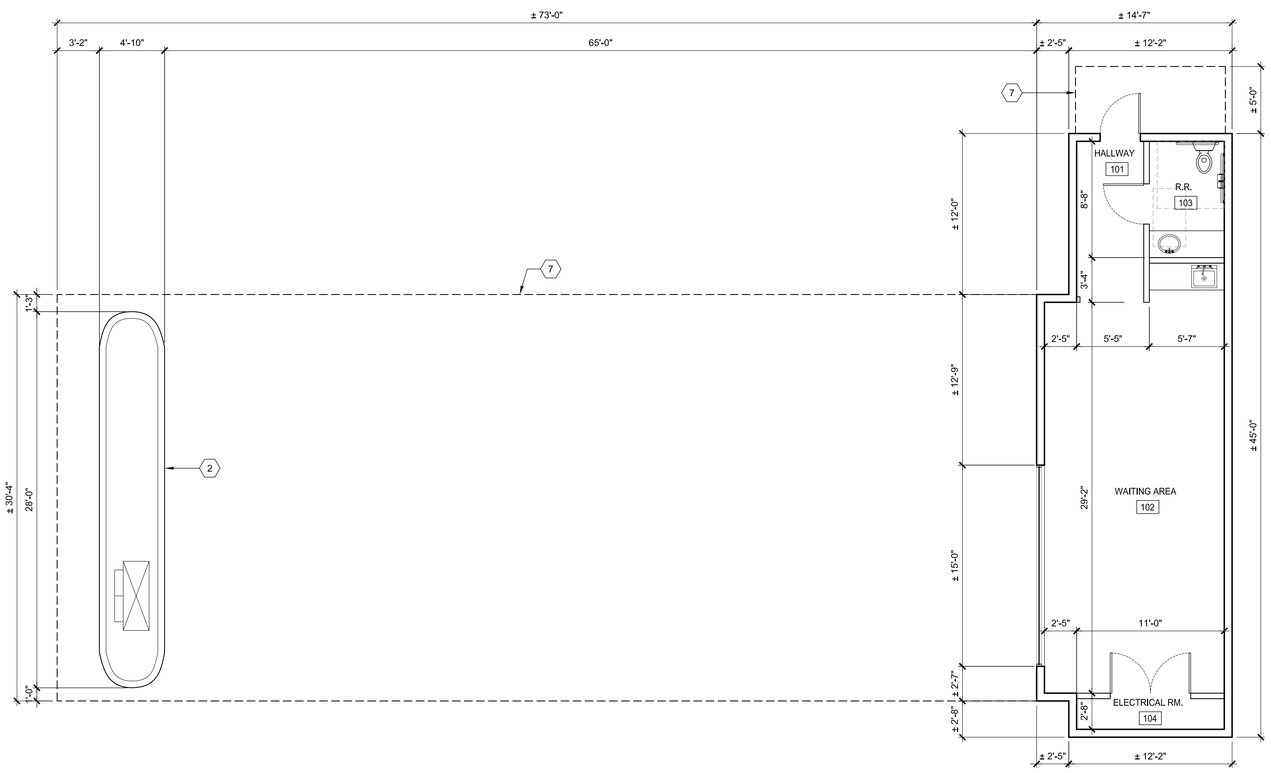


REFLECTED CEILING PLAN

SCALE 3/16" = 1'-0" | 3

1. EXISTING CONCRETE ISLAND TO BE REMOVED
2. EXISTING 6" CONCRETE CURB TO REMAIN
3. EXISTING PARTITION TO BE REMOVED
4. EXISTING CABINETS TO BE REMOVED
5. EXISTING 3'X7" DOOR TO REMAIN
6. EXISTING 6'X7" DOOR TO REMAIN
7. LINE OF CANOPY ABOVE
8. 2' x 2' EXSUSPENDED CEILING

KEY NOTES



FLOOR PLAN

SCALE 3/16" = 1'-0" | 2

SITE PLAN

SCALE 3/32" = 1'-0" | 2

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HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

07/05/2018

OWNER / DEVELOPER
DANIEL CHANG
4602 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DAN.CHANG@MAC.COM
PHONE: (713) 349-0007
Contact: Daniel Junction
CITY OF BELLAIRE

Revisions:

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FLOOR PLAN & RCP

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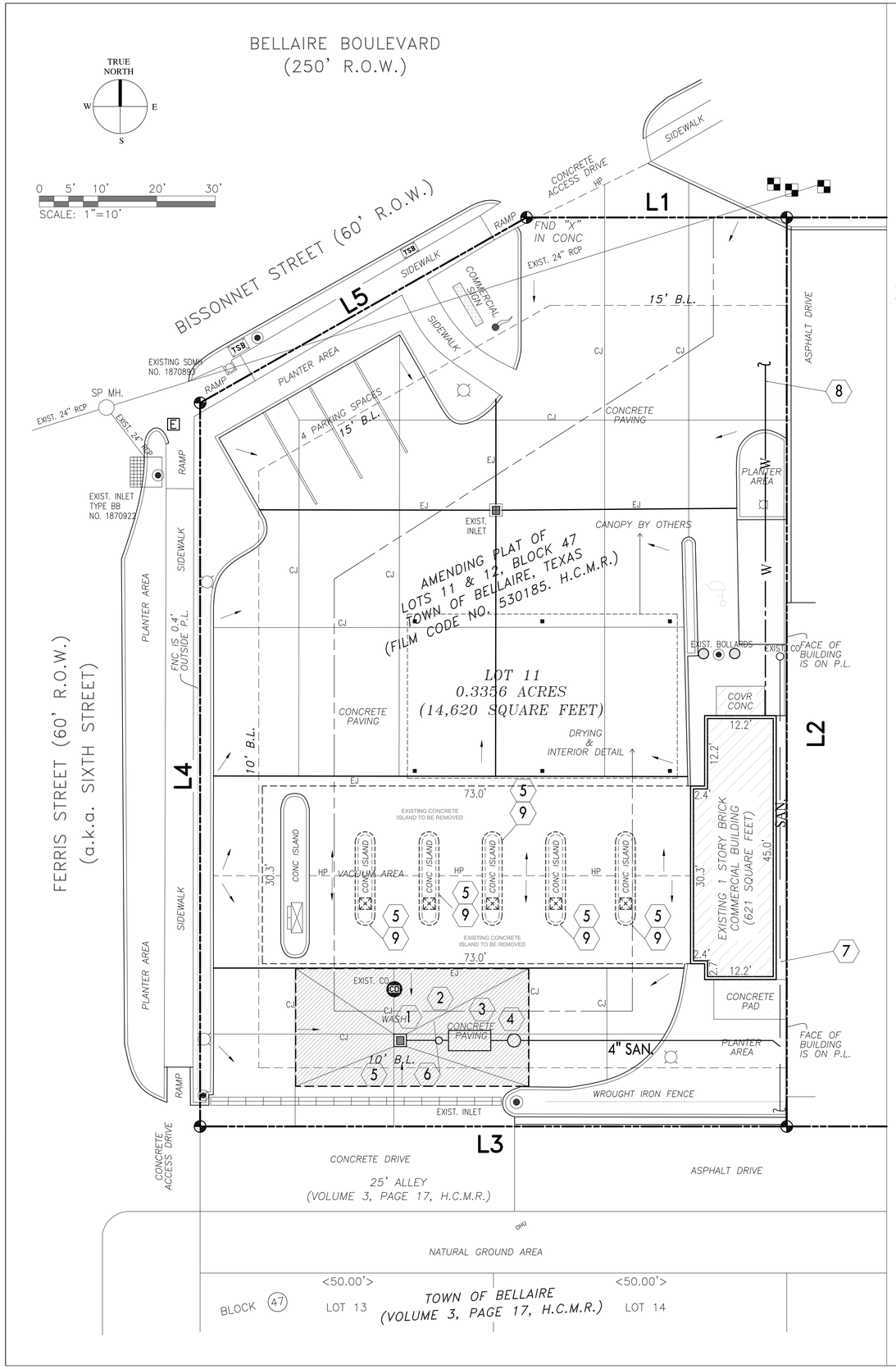
Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)



LEGEND

- DIRECTION OF DRAINAGE FLOW
- EXIST. PAVING SAWED CONTROL JOINT (CJ)
- EXIST. PAVING EXPANSION JOINT (EJ)
- EXIST. DRAINAGE HIGH POINT (HP)

KEYED NOTES

1. PROP. GRATE INLET
2. PROP. CLEAN OUT
3. PROP. 500 GAL. SAND OIL INTERCEPTOR PARK MODEL NO. SOCMP-500
4. PROP. SAMPLE WELL
5. SAW CUT & REMOVE EXIST. CONCRETE PAVEMENT
6. PROP. 6" CONCRETE PAVEMENT. GRADE PAVEMENT TO PROP. INLET. INLET TO BE SET AT 0.2' BELOW LOWEST TOP OF SLAB ELEVATION AT SAW CUT
7. EXIST. 4" SAN. SEWER
8. TO EXIST. WATER SERVICE METER
9. NEW 6" CONCRETE PAVEMENT AT CONCRETE ISLAND

SANITARY SEWERS

1. SANITARY SEWER PIPE TO BE SCH. 40 P.V.C. PIPE MEETING ASTM SPECIFICATIONS D3034 WITH RUBBER GASKET JOINTS UNLESS OTHERWISE NOTED.
2. ALL SEWERS SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF HOUSTON STANDARDS AND SHALL BE SUBJECT TO A STANDARD EXFILTRATION TEST. TESTS ARE TO BE PERFORMED ON THE TOTAL FOOTAGE OF SEWER LINE INCLUDED IN THE PROJECT.
3. SANITARY SEWERS WILL HAVE CLASS "A" BEDDING IN ACCORDANCE WITH CITY OF HOUSTON.
4. ALL SANITARY SEWERS CROSSING ABOVE OR BELOW WATER LINES WITH 6 INCHES TO 9 FEET CLEARANCE SHALL HAVE A 20' JOINT OF 150 P.S.I. AWWA C-900 SDR-18 P.V.C. SANITARY SEWER PIPE CENTERED ON WATER LINE, EXCEPT WHERE DUCTILE IRON PIPE IS USED.
5. SANITARY SEWER MANHOLE RIMS OUTSIDE OF PROPOSED PAVING WILL BE SET 3"-6" ABOVE THE SURROUNDING LEVEL FINISHED GRADE AFTER PAVING WITH SLOPED BACKFILL ADDED FOR STORMWATER DRAINAGE AWAY FROM MANHOLE RIM.
6. DEFLECTION TEST: DEFLECTION TESTS SHALL BE PERFORMED ON ALL FLEXIBLE AND SEMI-RIGID SEWER PIPE. THE TEST SHALL BE CONDUCTED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE AT LEAST 30 DAYS. NO PIPE SHALL EXCEED A DEFLECTION OF 5% THE DEFLECTION TEST IS TO BE RUN USING A RIGID BALL OR MANDREL, HAVING A DIAMETER EQUAL TO 95% OF THE INSIDE DIAMETER OF THE PIPE. THE TEST SHALL BE PERFORMED AS PER TEXAS REGISTER SECTION 317.2 LATEST AMENDMENT AND WITHOUT MECHANICAL PULLING DEVICES.
7. INFILTRATION/EXFILTRATION TEST: EITHER OF THE FOLLOWING
   INFILTRATION/EXFILTRATION TESTS SHALL BE PERFORMED WITHIN THE SPECIFIED TOLERANCES ON ALL GRAVITY SEWERS.
   WATER TEST: TOTAL LEAKAGE SHALL NOT EXCEED 200 GALLONS PER INCH DIAMETER PER MILE OF PIPE PER 24 HOURS AT A MINIMUM TEST HEAD OF 2 FEET.
   LOW - PRESSURE AIR TEST: PERFORM TEST ACCORDING TO UNI-B-6-90 OR OTHER APPROPRIATE PROCEDURES.
8. PRIVATE SAN. SWRS. ARE TO BE PRIVATELY OWNED, OPERATED AND MAINTAINED BY SERVICED PROPERTY OWNER.

PAVING SPECIFICATIONS: TECHNICAL STANDARDS

6" AS INDICATED ON PLANS, THICK REINFORCEMENT POURED IN PLACE CONCRETE PAVING SURFACE WITH LONGITUDINAL COLD KEY JOINTS 20' O.C. MAX. W/ LATERAL WET PRESSED CONTROL JOINTS 20' O.C. MAX. OVER 95% STANDARD PROCTOR COMPACTED 6" SUBSOIL BASE OR AS RECOMMENDED BY SOIL ENGINEER. ALL CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3000 PSI MINIMUM AT 28 DAYS. ALL CONCRETE SHALL BE PRODUCED WITH A MINIMUM CEMENT CONTENT OF 520 LBS. PER CUBIC YARD (5.5 U.S. BAGS). ALL CONCRETE SHALL BE PRODUCED WITH AN ENTRAINED AIR CONTENT OF 4% BY VOLUME. ALL CONCRETE SHALL HAVE A MAXIMUM WATER/CEMENT RATIO OF 0.53, (6.0 GAL/BAG). THE MAXIMUM ALLOWABLE CONCRETE SLUMP SHALL BE 4 INCHES. PARKING AND DRIVE AREAS TO BE REINFORCED WITH #4 BARS AT 18" O.C. EACH DIRECTION.

1. OWNER RESERVES THE RIGHT TO REQUEST A COMPACTION TEST AND/OR A CORE SAMPLE. IF TEST PROVE CORRECT, PER ABOVE REFERENCED SPECIFICATIONS, TEST WILL BE AT THE EXPENSE OF THE OWNER. OTHERWISE, CONCRETE CONTRACTOR SHALL BE CHARGED FOR TEST AND SHALL BE LIABLE FOR ANY AND/OR REPLACEMENT OF THE PAVING AREA.

2. CONCRETE WALKS TO CONSIST OF 4 INCHES OF 3000 PSI CONCRETE REINFORCED WITH 6X6X6 WIRE MESH OVER 2" SAND LEVELING BED (REFER TO NOTES ON SUBGRADE PREPARATION.

3. CONCRETE WALK TOOLED CONTROL JOINTS TO OCCUR AT 5'-0" O.C.

4. CONTRACTOR TO USE NO 4. DOWELS AT 18" O.C. WITH 7" MINIMUM EMBEDMENT TO CONNECT TO EXISTING CONCRETE PAVEMENT.

5. CONTRACTOR TO GRADE THE CONCRETE TO PROPOSED INLET SET 0.2' BELOW LOWEST TOP OF SLAB SAN CUT ELEVATION.

CITY OF BELLAIRE NOTES:

1. FILL SHALL BE LIMITED TO NO MORE THAN NEEDED TO CREATE A MAXIMUM OF ONE PERCENT (1.0%) SLOPE TO THE EXISTING STREET. TOP OF CURB, EDGE OF ROAD (IF NO CURB EXISTING DITCH HIGH BANK AND IN NO CASE MORE THE EIGHT (8) INCHES ABLE THE EXISTING GRADE OF THE LOT PRIOR TO DEVELOPMENT.
2. NO MORE THAN (4) INCHES OF FILL SHALL BE PLACED ON THE LOT OR RETAINING WALLS SHALL BE CONSTRUCTED IN AREAS WHERE FILL EXCEEDS FOUR (4) INCHES INCLUDING MATERIAL OR RETAINING WALL.
3. POSITIVE DRAINAGE TO A CITY DRAINAGE FACILITY MUST BE MAINTAINED AT ALL TIMES. VIOLATION OF DRAINAGE REQUIREMENTS FOR RESIDENTIAL CONSTRUCTION ORDINANCE NO. 05-024 COULD RESULT IN A FINE OF $500.00 EACH DAY THE VIOLATION IS COMMITTED OR CONTINUES.
4. ALL SAW CUTS SHALL BE FULL DEPTH WITHIN THE CITY OF BELLAIRE RIGHT-OF-WAY.
5. THE ENGINEER HEREBY CERTIFIES THAT ALL PROPOSED IMPROVEMENTS ARE IN ACCORDANCE WITH ALL CITY OF BELLAIRE DRAINAGE ORDINANCES, CHAPTER 9-BUILDINGS, AS CURRENTLY AMENDED.
6. CONTRACTOR SHALL CONTACT ALL PERTINENT UTILITY COMPANIES 48 HOURS (MINIMUM) PRIOR TO EXCAVATION IN AREA THE LONE STAR NOTIFICATION CENTER MAY BE CONTACTED FOR CERTAIN UTILITIES AT 713-223-4567, 48 HOURS BEFORE BEGINNING WORK. THE NOTIFICATION NUMBER SHALL BE KEPT AT THE SITE OR THE FIELD OFFICE AT ALL TIMES. REVIEW THE NOTIFICATION PERIODICALLY AS REQUIRED.
7. CALL CITY OF BELLAIRE PUBLIC WORKS DEPARTMENT @ 713-662-8150 A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION WITH THE CITY'S RIGHT-OF-WAY.
8. ALL DRAINAGE TO CITY FACILITIES SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE CITY AT NO COST TO THE CITY.

2500 W. LOOP S. FWY. SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
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TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

STATE OF TEXAS
MACHEM K. DAMLOJI
93949
LICENSED
PROFESSIONAL ENGINEER
07/05/2018

OWNER / DEVELOPER
DANIEL CANG
4602 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DANLCANG@AOL.COM
PHONE: 713-466-8222
Governmental Jurisdiction
CITY OF BELLAIRE

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CIVIL PLAN & NOTES

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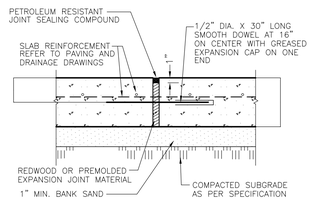
Sheet Number:	

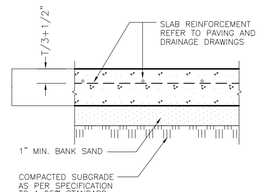
C-1

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing-SUP-5235 Bellaire Blvd)



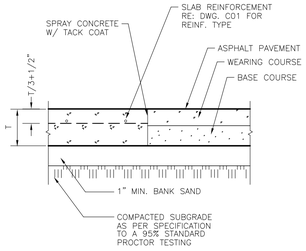
NOTE:
PROVIDE EXPANSION JOINTS AT 60' ON CENTER EACH WAY UNLESS NOTED OTHERWISE

1 DOWELLED EXPANSION JOINT
NOT TO SCALE

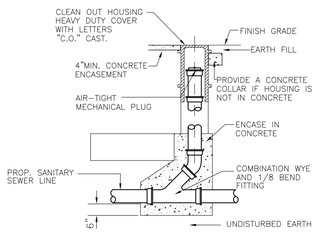


NOTES:
CONCRETE: MIN. 3000 PSI AT 28 DAYS
REINFORCEMENT: ASTM A-615, GR-40, UNLESS NOTED OTHERWISE.

2 CONCRETE PAVEMENT
NOT TO SCALE
RE:

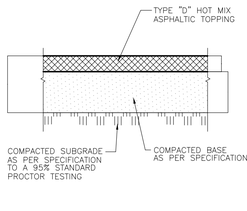


3 CONCRETE/ASPHALT CONNECTION
NOT TO SCALE



CLEANOUT SERIES 8310 MADE BY JOSAM MANUFACTURING CO., OR APPROVED EQUAL WITH SCORIATED COVER AND BRASS INTERNAL PLUG.
TYPE 8315 (FOR 5"ØPIPE)
TYPE 8316 (FOR 6"ØPIPE

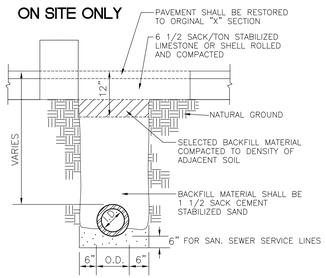
4 S.S. CLEANOUT (IN LINE)
NOT TO SCALE



T, T1, T2, = THICKNESS AS SPECIFIED
REFER TO SITEPLAN

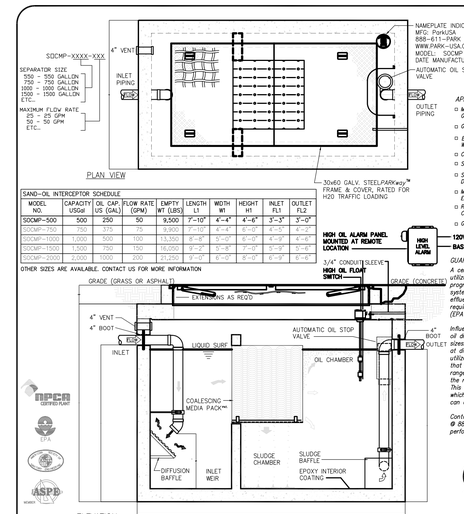
5 ASPHALT PAVEMENT
NOT TO SCALE

ON SITE ONLY



O.D = OUTSIDE DIAMETER OF PIPE
I.D = INSIDE DIAMETER OF PIPE

6 TYPICAL UTILITY TRENCH UNDER PAVEMENT
NOT TO SCALE



SAND-OIL INTERCEPTOR SCHEDULE

MODEL NO.	CAPACITY USGal	OIL CAP US (GAL)	FLOW RATE (GPM)	EMPTY WT (LBS)	LENGTH L1	WIDTH W1	HEIGHT H1	INLET FL1	OUTLET FL2
SOCMP-500	500	250	50	9,500	7'-10"	4'-4"	4'-6"	3'-3"	3'-0"
SOCMP-750	750	375	75	9,900	7'-10"	4'-4"	6'-0"	4'-3"	4'-2"
SOCMP-1000	1,000	500	100	13,350	8'-8"	5'-0"	6'-0"	4'-9"	4'-8"
SOCMP-1500	1,500	750	150	16,250	9'-4"	5'-8"	7'-0"	5'-9"	5'-6"
SOCMP-2000	2,000	1000	200	21,250	9'-0"	6'-0"	8'-0"	5'-9"	5'-6"

OTHER SIZES ARE AVAILABLE. CONTACT US FOR MORE INFORMATION

APPLICATIONS
- MAINTENANCE WASHDOWN & GARAGES
- GOLF COURSES
- EQUIPMENT & TRANSPORTATION WASHDOWN FACILITIES
- CARWASHES
- STORMWATER RUNOFF
- SERVICE STATION FUEL DEPOTS
- MANUFACTURING FACILITY EFFLUENT WATER
- REMEDIATION WATER CLEANUP
- GENERAL INDUSTRY

GUARANTEED PERFORMANCE

A certified performance analysis utilizing a proprietary computer program will accurately model systems to ensure that their effluent qualities meet the required discharge criteria (EPA and Local Codes)

Influent oily water contains oil droplets of many different sizes. These droplets rise at different rates. Park utilizes a statistical program that divides the droplets into ranges of sizes and calculates the rise rates of each range. This calculation determines which droplets the separator can capture.

Contact our Engineering Dept. @ 888-611-PARK for a free performance evaluation.

Oil Trooper

GUARANTEED PERFORMANCE FOR CODE MAXIMUM OIL CONCENTRATION (SANITARY SEWER 400 PPM, STORM SEWER 15 PPM) © Park 2012

Specifications

CONCRETE : Class II concrete with design strength of 4500 PSI at 28 days. Unit is of monolithic construction at floor and first stage of wall with sectional riser to required depth.

REINFORCEMENT: Grade 60 reinforced with steel rebar conforming to ASTM A615 on required centers or equal.

MATERIALS: Access frame & cover shall be fabricated with min. 1/4" thick nonskid floor plate, boltdown, & lifting handles. All materials to be corrosion resistant.

Engineering Data

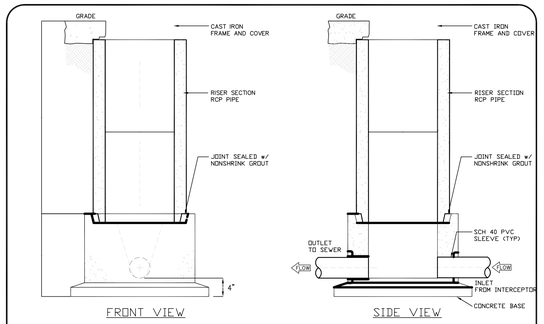
Interceptor is structurally and hydraulically engineered conforming to Uniform Plumbing Code. Nominal total liquid capacity and oil holding capacity as indicated. Recommended for flow rates of 5 to 200 GPM (consult Park for proper sizing). Manufacturer shall submit performance calculations for oil & water separation certified by a licensed professional engineer. Field excavation and preparation shall be completed prior to delivery of interceptor.

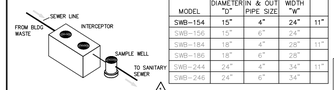
PROJECT :
CUSTOMER :
ARCHITECT :
ENGINEER :
ORDER # :
DATE : PM :

888.611.7275
www.parkusa.com
PARK USA Design for Water

SAND-OIL SEPARATOR
MODEL SOCMP - 500 THRU 2000 GALLONS

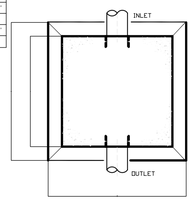
SCALE NONE	DWG. NO. SOCMP-1-SB	REV. A
DATE 2013		





MODEL	DIAMETER "D"	IN & OUT PIPE SIZE	WIDTH "W"	
SWB-154	15"	4"	24"	11"
SWB-156	15"	6"	24"	
SWB-184	18"	4"	28"	11"
SWB-186	18"	6"	28"	
SWB-244	24"	4"	34"	11"
SWB-246	24"	6"	34"	

NOTES
1. SAMPLING WELL MUST BE INSTALLED UNDER A SEPARATE PLUMBING PERMIT.
2. USE 15" T&G R.C.P. FOR INSTALLATION FOR INSTALLATION 6'-0" DEEP AND LESS.
3. USE 24" T&G R.C.P. FOR INSTALLATION GREATER THAN 6'-0" DEEP. (STD RING AND M.H. COVER REQUIRED)
4. SAMPLING WELL MUST BE SET IN A CIRCULAR OR SQUARE CONCRETE PAD (1'-0" GREATER THAN OUTSIDE DIAMETER OF PIPE.)
5. INSIDE INSTALLATION NOT PERMITTED, WHERE OUTSIDE INSTALLATION IS POSSIBLE.
6. INSTALLATION INSIDE BLDG MUST BE POURED IN PLACE (15"MIN) NO CONCRETE PIPE IS PERMITTED, (AIR-TIGHT COVER REQUIRED.)
7. LAWN INSTALLATION MUST BE 4" ABOVE FINISHED GRADE.
8. DRIVE & SIDEWALK INSTALLATION MUST BE BROUGHT TO FINISHED GRADE
9. TO BE INSTALLED ON PRIVATE PROPERTY, IN AN ACCESSIBLE LOCATION TO CITY PERSONNEL.



PLAN VIEW

© Park 2002

SPECIFICATIONS

CONCRETE : Class 1 concrete with of design strength of 4500 PSI at 28 days. Unit is of monolithic construction at floor and first stage of wall with sectional riser to required depth.

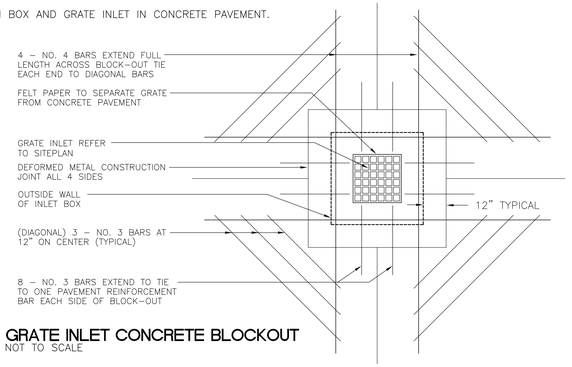
C.I. CASTINGS: Cast iron frames and grates are manufactured of grey cast iron conforming to ASTM A48-76 Class 30, Heavy-Duty AASHTO H-20

PARK ENVIRONMENTAL EQUIPMENT 888-611-PARK www.park-USA.com
"Expect the Best"

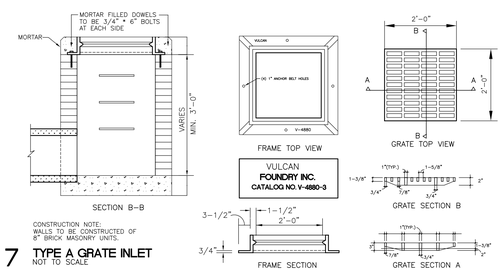
SAMPLE WELL BASIN

SCALE NONE	DWG. NO. SWB-2	REV. A
DATE 05/06		

JUNCTION BOX AND GRATE INLET IN CONCRETE PAVEMENT.



8 GRATE INLET CONCRETE BLOCKOUT
NOT TO SCALE



CONSTRUCTION NOTE:
WALLS TO BE CONSTRUCTED OF 8" BRICK MASONRY UNITS.

7 TYPE A GRATE INLET
NOT TO SCALE

1.C.1

2500 W. LOOP S. FWY. SUITE 530
HOUSTON, TEXAS 77027
PH: 281-870-8727 / FX: 281-870-8728
W W W . C I V E . C O M
TEXAS FIRM # 17342

CIVE

CAR WASH AT BELLAIRE

5235 BELLAIRE BLVD.
BELLAIRE, TX 77401

OWNER: DREFLOPER
DANIEL CHANG
4922 CHESTNUT STREET,
BELLAIRE, TX 77401
EMAIL: DANIEL@MAC.COM
PHONE: (713) 444-5488

Government Jurisdiction
CITY OF BELLAIRE

Revisions:

Mark:	Description:	Date:
0	ISSUED FOR PERMIT	JUNE/15/2018

CIVIL DETAILS

Drawn by:	N.N.
Checked by:	CIVE
Date of Issue:	07/05/2018
Project Number:	AE-J18-5540
Sheet Number:	C-2

Attachment: 5235 Bellaire Blvd SUP Application (2542 : Public Hearing:SUP-5235 Bellaire Blvd)

City of Bellaire

DEVELOPMENT SERVICES

September 13, 2018

To: Mayor and City Council
From: Ross Gordon, Chairman, Planning & Zoning Commission
CC: ChaVonne Sampson, Director of Community Development
Subject: Report and Recommendation on an application for a Specific Use Permit for 5235 Bellaire Boulevard.

On Thursday, July 12, 2018, the Planning & Zoning Commission held a public hearing for the purpose of reviewing an application filed by Daniel Chang, on a request for a Specific Use Permit (SUP) to allow for the operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d) 2) of the City of Bellaire Code of Ordinances. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

Notifications regarding the public hearing were mailed out to all addresses within 500 feet of the property. Any and all persons desiring to be heard in connection with the Specific Use Permit Application were invited to speak before the Commission.

Four (4) members of the public spoke against the application with concerns regarding traffic/ parking in the area, the use of chemicals, noise pollution, and closeness of the business to residential properties.

During the public hearing, many concerns were voiced from the Commission regarding parking, traffic circulation, the queuing of cars, and noise pollution. The Commission also required that a Traffic Impact Analysis (TIA) be prepared for the site.

Eight (8) additional written comments were received by staff following closure of the public hearing, and were included in the Commission's packet.

CONSIDERATION

A TIA was prepared for the project, and the report, as well as the comments from the City's Traffic Engineer, were provided to the Commission during consideration of the item. More detailed information regarding the traffic circulation plan, parking, queuing of cars, and noise pollution were also provided by staff. During consideration of the item, the Commission's concerns and discussion were centered around protection for the surrounding residential neighborhood, with the focus being on screening/buffering and noise pollution. A recommendation made by City staff was the replacement of the proposed gate with an 8 foot

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

7008 South Rice Avenue, Bellaire, Texas 77401-4411
P 713.662.8222 | F 713.662.8212
www.bellairetx.gov

City of Bellaire

DEVELOPMENT SERVICES

masonry wall that would help not only to buffer the property from the adjacent residential homes, but also to alleviate the noise created by the car wash. The Commission agreed to include this as a condition to the permit, along with several other requirements pertaining to landscaping, parking, traffic circulation, and operation of the business.

RECOMMENDATION

On September 13, 2018, after due consideration and discussion, the Commission found that the application was consistent with the criteria and standards set forth in Section 24-615 of the City of Bellaire Code of Ordinances, and voted 6-0 to recommend approval of the Specific Use Permit at 5235 Bellaire Boulevard to City Council, with the following conditions:

1. That the retractable gate, proposed to be installed parallel to the alley on the south side of the property, be replaced by an 8 foot masonry wall running the entire length of the southern perimeter, in order to meet screening/buffering requirements, as well as to address concerns regarding noise pollution.

2. That landscaping is installed along the Bissonnet frontage, in accordance with Section 24-513 of the City of Bellaire Code of Ordinances. The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant installs "Right-in, Right-out" signage, and verifies that a safe-right turning movement is possible into the property off of Bissonnet Street.

4. That the hours of operation be limited to 9:00am-6:00pm, 7 days a week.

5. That the property maintains a total of eight (8) striped parking spaces.

6. That the use of a PA system or speakers on the property be prohibited.

VOTE OF THE COMMISSION

Members present and voting FOR this recommendation to City Council:
Mike Baker, Ross Gordon, John Klug, Pam Nelson, Jonathan Saikin, Weldon Taylor

Members present and voting AGAINST this recommendation to City Council:
None.

Members absent:
Mike Axelrad

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www.bellairetx.gov

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Chairman Stiggins informed that 44 e-mails for public comments were received and will be made as part of the minutes of the meeting.

B. Comments and updates from the Commission's City Council Liaison

There were no comments or updates from the Council Liaison.

VII. INCOMING COMMMISSION

A. Introduction of Incoming Commissioners

The 3 new Commissioners introduced themselves.

B. Election of Chair and Vice Chair

Commissioner Taylor nominated Commissioner Gordon for Chairman and Commissioner Klug seconded the motion.

Vote: the motion carried with a unanimous vote of 6-0

Commissioner Saikin nominated Commissioner Axelrad for Vice Chairman and Commissioner Taylor seconded the motion.

Vote: the motion carried with a unanimous vote of 6-0

C. Adoption of the Rules of Procedure

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mike Baker, Commissioner
SECONDER:	Weldon Taylor, Commissioner
AYES:	Baker, Saikin, Axelrad, Gordon, Taylor, Klug, Nelson
ABSENT:	Steinberg
EXCUSED:	Stiggins, Skinner

VIII. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)

A. Public Hearings

Docket # SU-2018-04-Public hearing on an application filed by Daniel Chang, 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 operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d)2) of the City of Bellaire Zoning Code. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

i. Presentation of the Public Hearing Process

Ms. Sampson introduced the public hearing process.

ii. Presentation by the Applicant

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Mr. Stephen Soussan is a representative for the car wash in place of Mr. Daniel Chang who was not able to make it to the meeting. He stated that they were told by the City not to move forward with a full set of designs and plans until approved.

Chairman Gordon asked Mr. Soussan to describe his traffic information.

Mr. Soussan replied that traffic enters and exists on Bissonnet. The small road behind the building will be closed off with a sliding gate. Customer traffic will move in from Bissonnet, into the bays at the back of the property, through the vacuum station, back around through a wash station and back out front for the drying and extras. There will be a two-lane drive to the bays that can stack up to 6 cars, to the vacuums that can stack up about 3 cars and then wrap around to the drying which can house about 2 lanes of 8 to 10 cars each. His renderings are conceptual and do not include the more decorative details and the outdoor seating they plan to have. They'd remove bank teller poles to widen the lanes.

iii. Staff Findings

Ms. Sampson stated that the hearing is for a Specific Use Permit to operate the drive-through hand car wash and a detail facility at the old Prosperity Bank location at the corner of Bissonnet and Ferris. Automotive service is a permitted as a specific use under Sec. 24-536 in the Corridor Mixed Use. Sec. B2) d2) of the Bellaire Code of Ordinances. A SUP is also required for all commercial uses with a drive-in or drive-through facility and will be included as part of the ordinances should the request be granted. The applicant is proposing to use the existing structure but to make modifications to the drive-through area to accommodate the car wash and detailing facility. The former Prosperity Bank operated under a SUP that was S60 which was granted under the Ordinance number 03-011 and approved by City Council on March 3rd, 2003. The location is at 5235 Bellaire Boulevard and is within the CMU district. Letters were sent out to 79 people that live within the 500-feet buffer for this public hearing on June 29th, 2018. A legal notice was published in the newspaper on June 26th, 2018 and a sign was posted on the property about the public hearing on June 26th, 2018. The adjacent properties are UVD to the north (a commercial district), CMU to the east, R-4 to the south and CMU to the west. There were no staff recommendations, but staff will take in questions and concerns to discuss in the August Development Review Committee. The Committee has met one time about this and were missing documents to get a better understanding as far as proper water drainage of the facility. They did get that clarification plus clarification of the circular pattern of the business. Further discussion will take place along with the comments from the Planning and Zoning Commission at this meeting. Ms. Sampson reminded that the Development Review Committee consists of someone from the Police Department, the Fire Department, a building inspector, planning, and the Public Works Department. They take in cases such as this and take into consideration the Commission's comments and traffic concerns for the Committee's review. It will be detailed out in a staff report for the Commission's consideration.

iv. Public Comments

a. Persons at the meeting who have indicated their desire to address the Commission by submitting the form provided shall have three (3) minutes each to present comments concerning the Application. This time limit may be extended to five (5) minutes at the discretion of the Chair with the consent of the Commission.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Yang Zhang, 5220 Linden - Mr. Zhang stated that he shares the same alleyway with the proposed business and informs they alleyway is in pretty bad shape. He raised the concern a few years ago, and the City has patched it, but it has not been resolved for the long-term. His first concern is if there is an additional burden to that street, it's condition will only get worse. His second concern is the dirty water, chemicals, and noise since he is only about 10 to 15 feet away from the location. With the addition of the jiu-jitsu facility and the UPS store, the parking is already a problem as many patrons use the area at 5235 Bellaire as parking spots, which is still not enough. He states that customers will park on the street by the houses in the neighborhood and worries it will get worse with a car wash.

Joe Tedore, 5216 Willow - Mr. Tedore reiterated the concerns of the previous speaker, highlighting the street parking issue. He noticed traffic in that area has gotten worse in the last month. He believes its unsafe and traffic would be too concentrated in that area.

Chrissie Stone, 5212 Linden - Ms. Stone stated that the intersection of Bellaire and Bissonnet is the most dangerous in the City, and when she was on City Council years ago, she recalled an engineer being hired to improve the intersection. The engineer recommended to completely re-do the intersection. She mentions that there are too many ins and outs in that area as well as ingress and egress. She also spoke about the street parking. She asked the Commission if they do decide to approve the car wash, not to let them ingress or egress at the alley or Ferris. She suggested that the entrance and exit be placed on Bellaire instead of Bissonnet.

Mitchell Pilot, 5111 Linden - Mr. Pilot observed that the owners of the car wash are going through a multi-step approval process and mentions that there is a two-story parking garage currently under construction that didn't go through this same process even though it is an approved activity within a mixed-use zone just like the car wash. He states that there were no letters sent to the homeowners within 500 feet that would be affected and there was no process. He said that it was done as of right and constructed without going through this process. He knows nothing can be done about it as of now, but wanted to call the Commission's attention to it.

Lynn McBee, 5314 Evergreen - Ms. McBee states that because of the increase in traffic, she has found ways to get around Bellaire using shortcuts and uses 5th Street, Ferris, and Mapleridge often. Recently she has tried to use the stores in that shopping strip and finds the parking insufficient. She doesn't believe that a car wash is an automotive service, that it is an industrial use because of the chemicals that are used. She has an extreme concern about the alleyway as it is the only thing that separates the residential district from commercial. She also requests the Commission to look into the definition of the Code for automotive uses and if it should be permitted.

v. Response of Applicant

Mr. Stephen Soussan noticed the concern of the alleyway and responded that they intend to block off the alleyway to prevent vandalism. He thinks there would actually be less traffic in the alleyway. He believes the jiu-jitsu business is infringing by not parking where they are supposed

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

to be. He thinks that a car wash next to them will help draw some type of agreement since car washes are not usually opened at night, noting that night is when the jiu-jitsu facility is when it's the busiest. He addressed the chemical concern by stating that all chemicals are environmentally clean and go through a process approved to be sold. Also, there are sand traps that take the dirty water away from the clean water. He affirmed that the car wash is not an industrial use, he has other locations in Houston.

vi. Questions from the Commission

Vice Chair Axelrad asked if they would be using compressors for the water.

Mr. Soussan replied that he wasn't sure yet. Some of their car washes do, and some don't.

Vice Chair Axelrad questioned if the cars will be washed on the south side of the location.

Mr. Soussan answered yes.

Vice Chair Axelrad is concerned about noise complaints related to the compressors that could arise from the neighbors behind the property.

Mr. Soussan responded that the compressors aren't necessary and are unlikely they'd even be used. They use normal water pressure from a regular hose.

Vice Chair Axelrad asked if that part of the building is separately owned.

Ms. Sampson answered that upon researching, there would be shared parking with the strip center next to it.

Vice Chair Axelrad inquired if there was a parking easement between the two facilities.

Mr. Soussan didn't know if there was a parking easement, but there is an entrance easement.

Vice Chair Axelrad wondered how the jiu-jitsu business acquired occupancy if they are a high-density business.

Ms. Sampson replied that at the time they were issued their Certificate of Occupancy, they did have enough parking spaces. The parking requirements for that specific use of their business may require a certain amount of parking spaces, but they were actually in business, it turned out that they needed a higher amount. They will look into it again.

Vice Chair Axelrad commented that the number of parking spaces might be zeroed out, to begin with.

Ms. Sampson informed that the particular use of the car wash only requires enough parking spaces for the employees at their busiest time.

Vice Chair Axelrad questioned if the cars that are in the queue to be washed count towards the parking.

Ms. Sampson answered no.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Vice Chair Axelrad replied why not.

Ms. Sampson responded that it's the way the zoning ordinance is written, stating that the number of employees they have determines the number of parking spaces. She reminded that Commission that they can always place recommendations as conditions as they see fit.

Chairman Gordon asked how many employees do they plan to have.

Mr. Soussan answered about 6 to 10.

Chairman Gordon guessed that he would need 6 to 10 parking spaces then.

Ms. Sampson confirmed.

Vice Chair Axelrad said they need to understand what an automotive use consists of because he sees it as automotive use.

Ms. Sampson confirmed that it is an automotive use. She was able to find the ordinance that states the amount of parking needing which read that the amount of parking needed for a car wash is one per bay. The City's recommendation would have been three spaces per service stall plus one per employee during their largest shift. They used the parking requirements for a service station knowing that they one per bay would not suffice.

Vice Chair Axelrad remarked that they want the aesthetic of Bellaire to be a nicer look.

Mr. Soussan replied that their target people aren't those that drive $10,000 or $20,000 cars, but those that are $70,000 and up and that the space will reflect that. He mentioned the turnaround time goal would be 7 to 10 minutes.

Commissioner Saikin asked what the interior space would be used for.

Mr. Soussan answered it would be used as a waiting area and cash area. It would be about 400 to 500 square feet. They'd like to put in a 150 square foot patio with a register as well.

Commissioner Nelson asked how many cars fit on the area.

Estimating the average car length to be 12 to 15 feet, Mr. Soussan thinks he could have 2 lanes with a combined total of 25 cars wrapped around, about 4 to 6 after the first step, and another 12 to 14 housed around the front where the drying area is.

Ms. Sampson mentioned that 6 to 8 would be the most restrictive regarding the stacking spaces for each car length. The City will look into it more specifically if approved.

Commissioner Klug asked what the hours of operation are.

Mr. Soussan said it would be most likely from 10 AM to 6 PM, 7 days a week.

Commissioner Klug asked how he arrived at fitting 25 cars in the area.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Mr. Soussan replied that he believed the depth is 175 feet and did the math according to the average car length being 12 to 15 feet per car.

Chairman Gordon requested specifics on the dimensions from the City seeing that it is of special interest of the Commission.

Ms. Sampson affirmed that they would do that.

Commissioner Klug questioned how cars will line up outside the premises if there's a backup or an overflow.

Mr. Soussan would be shocked if that many cars showed up at the exact same time without being worked on and supposed if that happened the Commission could make a provision that they'd have to turn away business. They'd have no issue with that kind of provision.

Commissioner Klug asked where the employees would park.

Mr. Soussan said they'd park along the side and could use about 5 spaces on the front on their premises, not the shopping strip. Their location on San Felipe and Sage is 14,000 square feet and do 200 cars on a Saturday. They have about 10,000 functioning square feet, and they don't back up the street.

Commissioner Klug asked what the area size is.

Mr. Soussan said it's 25,000 square feet.

Commissioner Klug requested clarification on the alleyway access.

Mr. Soussan stated that it would be between the business and alleyway. The alleyway itself won't be closed off.

Commissioner Klug asked if he was sure that a compressor would not be used.

Mr. Soussan said yes.

Commissioner Klug asked if there was anything else he could think of that would cause noise issues.

Mr. Soussan answered the vacuums.

Commissioner Baker questioned if there would be any new curb cuts.

Mr. Soussan answered no.

Commissioner Baker asked if he would be okay that one of the conditions of the SUP would be to cut off access to the alleyway.

Mr. Soussan answered yes.

Commissioner Baker assumed that would mean only one egress and ingress off of Bissonnet.

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Mr. Soussan confirmed. He thinks traffic flow would be better on the Ferris side, but it's not necessary.

Commissioner Baker asked if he would be okay with a SUP that places restrictions for hours of operation.

Mr. Soussan answered yes.

Commissioner Baker requested plans from Mr. Soussan to help the Commission better visualize. From the City, he would like to see the SUP for the car wash on Beechnut since it is the closest thing he could think of as far as the type of business in Bellaire.

Ms. Sampson responded that one might not have been required at the time of issuance because it was so long ago, but they will look.

Commissioner Taylor asked where the vacuums would be located.

Mr. Soussan replied that it would be in the middle of where the bank drive-through is.

Chairman Gordon added it'd probably closer to the alley than the street.

Commissioner Taylor asked how they planned on blocking off the area and how high the fence would be.

Mr. Soussan believes there's already an existing fence there or have it match the residential fence nearby.

Ms. Sampson stated the Code caps off the height of a fence at 8 feet maximum.

Mr. Soussan commented that they wouldn't mind housing the vacuums in something that would muffle the sound.

Chairman Gordon questioned that if the cars waiting would be idling or completely stopped.

Mr. Soussan answered they would be idling.

Chairman Gordon questioned the characteristic of car washes having music playing and loud talking, and how does it work with business regulations.

Mr. Soussan answered there's nothing he can really say that will or won't happen in those cases.

Chairman Gordon asked Ms. Sampson if there were any responses submitted from the notification letters.

Ms. Sampson answered no. She mentioned there is a noise ordinance and if they received complaints, then the City would make sure they are staying under a certain decibel level.

Mr. Soussan additionally added that they would be proactive about the noise.

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Chairman Gordon asked if there will be a traffic study conducted.

Ms. Sampson replied not at this time, and if they had required one, it would've been presented at this meeting. If the Commission would like one, now would be the time to ask to give the applicant enough time to gather the information.

Chairman Gordon requested a traffic study due to the intersections and safety reasons. He asked if the spaces the employees will be using to park and to place cars in the queue need to be striped.

Ms. Sampson responded that those spaces would need to be identified in order to enforce the number of parking spaces, especially with a shared-use parking.

Chairman Gordon wondered if they would even be able to meet the minimum requirement and if there is a way to show that before moving forward.

Ms. Sampson answered that they would be able to meet the one car per bay requirement but have not gotten further than that, just the requirements that the City was going to recommend. Parking information could be included in the car wash's traffic study.

Chairman Gordon requested that the City work with the business' traffic study so that the next time they present, there will be more information (traffic, parking, fencing, how cars will be stacked) for the Commission to utilize in their assessment.

vii. Invitation for Written Comments, if applicable

Chairman Gordon announced that they will be accepting written comments until August 8th, 2018.

viii. Closure of the Public Hearing

Motion: Commissioner Klug made a motion to close the public hearing and seconded by Commissioner Nelson.

Vote: the motion passed unanimously with a vote of 7-0.

B. Discussion on Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-92, Creation of New Boards, subsection (b) of the Code of Ordinances of the City of Bellaire.

Ms. Sampson provided an overview of where every 5 years, all boards and commissions need to be reviewed of their relevance as part of the City of Bellaire Code of Ordinances.

Commissioner Nelson brought up that if the City wants to continue to zone, its needs a Planning & Zoning Commission.

Motion: a motion was made to keep the Planning & Zoning Commission as is by Commissioner Klug and seconded by Commissioner Saikin.

Vote: the motion passed unanimously by a vote of 7-0.

IX. REPORT OF STAFF, COMMITTEES, AND CORRESPONDENCE.

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to the Chevron site or otherwise, and he felt that it is important that the Commission and the public have access to that information.

Chairman Gordon asked City staff if the site plan that has been put forward complies with current City code and criteria, or is that still to be determined in terms of setbacks, etc.

Ms. Parcus reiterated that staff is looking into how the applicant can increase the buffering/landscaping of the site, but as far as everything else goes, yes it is in compliance.

Chairman Gordon asked if it would be possible to have that kind of information included in the packet for a public hearing, in order to determine that all aspects comply and what, if anything, needs to be modified to ensure that nothing that violates city criteria or zoning code regarding offsets or anything like that.

Ms. Parcus stated that it would be possible for staff to include that information in the packet for the public hearing.

F. Invitation for Written Comments, if applicable

Chairman Gordon reiterated that written comments on the application will be accepted until 5:00 pm on Wednesday, October 3rd.

G. Closure of the Public Hearing

Motion: a motion was made by Commissioner Klug and seconded by Commissioner Saikin to close the public hearing.

Vote: the motion carried on a vote of 6-0.

VI. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)

A. Docket # SU-2018-04-Consideration of an application filed by Daniel Chang, 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 operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d)2) of the City of Bellaire Zoning Code. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

Ms. Parcus stated that the public hearing on the item was held on July 12, 2018, and that during the public hearing there were some concerns raised by both the Commission and the public regarding traffic, traffic circulation, car queuing, and noise pollution. She stated that the Commission also required that a TIA be prepared for the property, which had been included in the packet. Ms. Parcus added that City staff had met with the applicant in order to address each of the concerns and have provided additional information for each. She explained that based on table 24-514a.A of the City of Bellaire's code of ordinances, the car wash is required to have one parking spot per bay. Although the applicant is only proposing two bays, each bay will have two lanes, therefore leading to a total of four.

Chairman Gordon asked for clarification on what defined a bay.

Ms. Parcus explained that this issue, along with the number of employees that the car wash

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would have on hand during its largest shift, had been taken into consideration, and that staff is recommending that a condition be put on the property that three additional parking spaces must be striped. She added that currently there are 5 parking spaces existing, and this would bring the total number of parking up to 8.

Chairman Gordon asked for clarification that there is not a requirement of one parking space per employee.

Ms. Parcus explained that for car washes the requirement is simply one parking space per bay.

Ms. Parcus then stated that concerns were also voiced by residents regarding on-street parking of the Jiu Jitsu business located next door, and that the applicant advised that he would be open to entering a parking agreement with the owner of the Jiu Jitsu business to allow them to use the site for additional parking after hours, if necessary. She added that regarding traffic circulation, there was some concern from residents that the customers from the car wash would utilize the alley as an ingress or egress from the property. She stated that in order to address that concern, the applicant is offering to install a retractable gate running parallel to the alley at the back of the property to prevent the traffic from entering or exiting from that location. Ms. Parcus informed the Commission that the traffic circulation plan was provided by the applicant and shows that both the ingress and egress will be off of this street. She explained that based on Table 24-514a.C of the City's Code of Ordinances states that this type of use must be able to stack or queue three cars per drive-through lane or service window, including the position at the window, meaning that a total of 12 cars must be able to queue on the site. Ms. Parcus stated that staff went to the site to take measurements and found that a total of 16 cars are able to queue on site. She then moved on to the subject of noise pollution and stated that Section 24-511 A of the City's Code of Ordinances states that a commercial use is allowed to create 77 decibels of sound. Ms. Parcus stated that the Development Services Department visited the site at 5235 Bellaire Boulevard as well as that of an already existing car wash located at Sage and San Felipe to conduct a sound meter test, and it was found that the noise created by the car wash was less than that of the traffic traveling on the surrounding streets. She explained that when measured at the boundary between the residential and commercial properties neither site registered higher than a 74 on the sound meter. The applicant also has expressed his willingness to install a wall if necessary on the property to help buffer the noise from the adjacent residential properties. Ms. Parcus then stated that the Development Review Commission held an additional meeting in order to further discuss the issues and concerns that arose during that public hearing, and that she had the following comments from City departments:

Fire Department:

The fire department advised that a knox box would need to be installed on the retractable gate, that will be located on the south side of the property in order for emergency services to gain access to the site if necessary. If another type of buffering is approved, such as the wall that I mentioned, the fire department has no objections as there are other options for accessing the site in an emergency situation.

Police Department:

The police department responded to the concerns from residents regarding the site of

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development bringing an increase of criminal activity. They stated that there is no evidence to support the idea that a car wash would increase the amount of crime in the surrounding neighborhood. The Chief of Police also mentioned that the proposed gate would create an additional buffer between the residential properties and the car wash.

Public Works:

The Public Works department didn't anticipate any issues with the on-site circulation plan that was provided by the applicant. However, it was recommended that the ingress, egress off of that street by right-in, right-out only and that signage be installed stating such preventing customers from turning left off of or onto Bissonnet from the property. Due to the fact that the ingress and egress of the property are both on Bissonnet Street, City staff would also require the applicant to provide a safe right turning movement during the review process.

She then stated that Section 24-615 of the Code lists five criteria that must be present in order for an SUP to be granted and reviewed each of those. Ms. Parcus informed the Commission that based on the information given, the Development Services Department recommends approval of the applicant's request to operate a drive-through hand car wash and detailing facility at 5235 Bellaire Boulevard with the following conditions:

1. That the retractable gate proposed to be installed parallel to the alley on the south side of the property be replaced by an eight-foot masonry wall in order to both meet screening and buffering requirements as well as to address concerns regarding noise pollution.

2. That landscaping be installed along the Bissonnet frontage in accordance with Section 24-513 of the City of Bellaire code of ordinances.The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant install “right-in, right-out” signage and verify that a safe right turning movement is possible into the property off of Bissonnet Street.

Ms. Parcus stated that in addition to those three conditions, staff did think of two others that the Commission may want to include, the first being with the hours of operation, and the second with regard to the striping of the additional three parking spaces.
A motion was then made by Commissioner Klug and seconded by Commissioner Taylor to approve the SUP.
Commissioner Taylor mentioned that residential protection is really paramount in the City and that is reflected within the City’s Code of Ordinances and Comprehensive Plan. He stated that he feels pretty comfortable with approving the proposal with the conditions put into place that will accomplish the appropriate amount of screening. He added that he felt very strongly about the wall versus the gate, and he thought that the staff recommendation supports that. Commissioner Taylor also mentioned that he is in support of the landscaping requirements and the right-in, right-out signage. He asked if a higher fence could be sought by the residents.
Ms. Parcus stated that they would have to go before the Board of Adjustment, but yes.
Commissioner Taylor stated that he thought in the last discussion with the applicant that the hours of operation were going to be 10am to 6pm, seven days a week.
Daniel Chang, Applicant-Mr. Chang stated that it would actually be 9am to 6pm.

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Commissioner Taylor felt that a condition on the hours is appropriate. He then asked if the car wash that staff visited was comparable to the property at 5235 Bellaire with regard to the proximity of it to residential property. He asked for specifics as to whether or not they had buffering for their vacuums and/or buffering for their compressors, and if there was there music playing over a loud speaker.

Ms. Parcus stated that no music was on at the time, and that she didn't believe that there was any sort of buffering mechanism for the vacuums or compressors. She added that they were in a similar situation, as residential was right behind them. Ms. Parcus stated that at that location, the front of the residential was actually looking at the car wash, so in that instance, it was actually a little worse than the property in Bellaire. She added that the one difference was probably with the bays at the Houston location. She stated that they were more enclosed, so that could've helped with the sound as far as the vacuums, but even standing on the residential side, the vacuums could not be heard over the ambient noise.

Commissioner Taylor asked the applicant if he was planning to buffer the equipment in any way.

Mr. Chang stated that he wasn't intending to do that, but if need be, he would do it. He added that some sort of housing could be put over the back to dampen the noise.

Commissioner Taylor felt that this is something that the Commission should consider adding as a condition.

Commissioner Taylor asked for clarification from the City's attorney that Section 24-536 does allow for a car wash only facility.

Attorney Petrov confirmed that it is the legal position of the City that it does allow for a car wash facility under "automobile services stations."

Commissioner Baker felt that the wall that was recommended by staff should run the entire length of the southern property border. He asked the applicant if that is what he is prepared to do.

Mr. Chang said that it was not his intention to do so, that he did not want it to be that long. He also mentioned that with a retractable gate he would have the option in the future to use that as an ingress or egress point if it were needed.

Commissioner Taylor explained that that's exactly what the Commission is trying to avoid happening.

Commissioner Baker then asked about people parking in the alley and who would control that.

Ms. Parcus stated that as she understands it, there is currently no one utilizing the alley for parking, and that is only taking place on Ferris Street. She added that if the alley is a public alley then the City cannot keep individuals from parking there.

Commissioner Baker mentioned that he doesn't feel as though there is enough parking for employees, meaning that they are going to park on the street or wherever they can find it, but stated that he is in support of the application with the addition of the wall and the other recommendations from staff.

Commissioner Klug stated that he would be in support of the motion with the recommendations made by staff, with the wall going the entire length of the property, and with some sort of shroud to dampen the noise from the vacuums.

Chairman Gordon asked if the Commission could take a different approach to the idea of shrouding and simply reduce the allowable decibels of noise that can come from the property, say for example from 77 down to 65, just so that there is an obligation of the applicant to maintain that standard.

Ms. Parcus confirmed that would be possible, and that if the City ever got a noise complaint for the property the number that the Commission comes up with would be used to determine whether or not they are in compliance with the conditions of their SUP.

Commissioner Nelson stated that she didn't have any specific questions or comments for the applicant. She mentioned that she is sympathetic to the residential properties that are located

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behind commercial like this, but she felt that the concerns were being addressed by the conditions that are being added. Commissioner Nelson stated that there is obviously an issue with parking at the Jiu Jitsu business and that maybe the City needs to look into that.

Ms. Parcus explained that the issue is that this is a different property than the rest of the shopping center. She added that at this point, due to the fact that the Jiu Jitsu business was already approved, there is not much that the City can do about it at this point, especially with this application because that's not part of his property.

Commissoner Saikin asked if permitted parking could be put into place for the surrounding streets.

Ms. Parcus explained that in order to get permitted parking the residents would have to sign a petition that would go before the City Council for approval.

Commissioner Saikin asked if those residents have done that.

Ms. Parcus confirmed that they have not done that.

Commissioner Saikin asked whose job it is to approve signage.

Ms. Parcus stated that the Development Services Department does, specifically the City's Code Compliance Officer.

Commissioner Saikin then questioned whether a banner sign would be allowed for this property.

Ms. Sampson stated that a banner sign is considered a temporary sign and is only allowed to be up for a certain amount of time.

Commissioner Saikin mentioned that there has been a banner sign up on the property at the corner of Bissonnet and South Rice since they have been open, and asked that the City look into that.

Commissioner Saikin questioned whether the signage issue should be included as a condition to the request, and stated that he is in agreement with all the other conditions that have been mentioned. He mentioned that he would like to also add a condition that no music can be played on site. Commissioner Saikin then asked Mr. Chang if he has ever put any sort of noise dampening device on the compressors and vacuums at any of his other sites.

Mr. Chang stated that he has not. He added that they really don't make that much noise, but that he's sure that there is something that he can use to encapsulate them with.

Commissioner Nelson again mentioned decreasing the allowable decibel level.

Chairman Gordon stated that the challenge then becomes determining what that number is.

Commissioner Klug questioned whether the noise issue would be addressed by the addition of the masonry wall.

Ms. Parcus agreed that this was the intention of staff in recommending that the retractable gate be replaced with a masonry wall.

Chairman Gordon asked how many vacuums the applicant is planning on having on site.

Mr. Chang informed the Commission that there would be two vacuums.

After further discussion, the Commission determined that the recommended masonry wall would take care of both the buffering and noise requirements for the site.

Chairman Gordon asked what the rear setback of the property is. He stated that it looks like 10 feet on the survey.

Ms. Parcus stated that 10 feet is correct.

Chairman Gordon asked if the wall would be placed at the property line.

Ms. Parcus confirmed that it would have to go on the property line, or at least somewhere within the property. It would not be allowed to be installed in the ROW. She added that staff also looked at requiring additional landscaping on the other side of the wall, but didn't feel that there was adequate room available.

Commissioner Saikin asked for confirmation from staff that the wall is the best buffer.

Ms. Parcus confirmed this, and explained that it takes care of both the noise issue and the buffering requirements at the same time.

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A motion was then made by Commissioner Klug and seconded by Commissioner Taylor to amend the previous motion to include the following conditions:

1. That the retractable gate, proposed to be installed parallel to the alley on the south side of the property, be replaced by an 8 foot masonry wall running the entire length of the southern perimeter, in order to meet screening/buffering requirements, as well as to address concerns regarding noise pollution.

2. That landscaping is installed along the Bissonnet frontage, in accordance with Section 24-513 of the City of Bellaire Code of Ordinances. The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant installs "Right-in, Right-out" signage, and verifies that a safe-right turning movement is possible into the property off of Bissonnet Street.

4. That the hours of operation be limited to 9:00am-6:00pm, 7 days a week.

5. That the property maintains a total of eight (8) striped parking spaces.

6. That the use of a PA system or speakers on the property be prohibited.

Vote: the motion passed with a vote of 6-0.
Vote on the first motion to approve the SUP: 6-0.

RESULT:	**APPROVED WITH CONDITIONS [UNANIMOUS]**
MOVER:	John T. Klug, Commissioner
SECONDER:	Weldon Taylor, Commissioner
AYES:	Baker, Saikin, Gordon, Taylor, Klug, Nelson
ABSENT:	Axelrad

B. Approval of the Commission's Report and Recommendation to City Council regarding a specific use permit at 5235 Bellaire Boulevard.

Ms. Parcus assured the Commission that the conversation during consideration of the item, along with all of the conditions will be added to the Report.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	John T. Klug, Commissioner
SECONDER:	Mike Baker, Commissioner
AYES:	Baker, Saikin, Gordon, Taylor, Klug, Nelson
ABSENT:	Axelrad

VII. COMMITTEE REPORTS

There were no committee reports.

VIII. CORRESPONDENCE

There was no correspondence.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Traffic Impact Analysis

Hand Car Wash

Prepared For:

Daniel Chang

4922 Chestnut Street

Bellaire, TX 77401

Prepared By:

Stevens Technical Services, Inc.

Texas Registration #F-13097

STEVENS TECHNICAL

STATE OF TEXAS
ROMA G. STEVENS
100354
LICENSED
PROFESSIONAL ENGINEER

August 5, 2018

Roma G. Stevens, P.E.
PTOE

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

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APPENDIX A

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

I. INTRODUCTION

Daniel Chang (City of Bellaire Resident) is requesting a specific use permit to operate a Hand Car Wash and Detail Center to be located at 5235 Bellaire Blvd, Bellaire, Texas. The proposed carwash facility is located at the southeast quadrant of intersection of Bissonnet Street and Bellaire Blvd in an existing commercial plaza. The proposed facility will be constructed in place of an existing drive-in bank and access to the proposed car wash will be provided via an existing driveway located along Bissonnet Street just south of Bellaire Blvd (See Figure 1). The proposed car wash facility is a hand car wash that will provide one vacuum stall, one wash stall, and one detail service stall. The covered area for the proposed car wash is 620 square feet with 4 parking spaces to meet the parking requirements.

The City of Bellaire has requested a Traffic Impact Analysis report to identify the impacts of proposed car wash at the nearby intersection of Bissonnet Street with Bellaire Blvd. This study documents the existing conditions and evaluates the impacts of proposed hand car wash on the weekday AM and PM peak hour operations at the nearby intersection of Bissonnet Street with Bellaire Blvd.

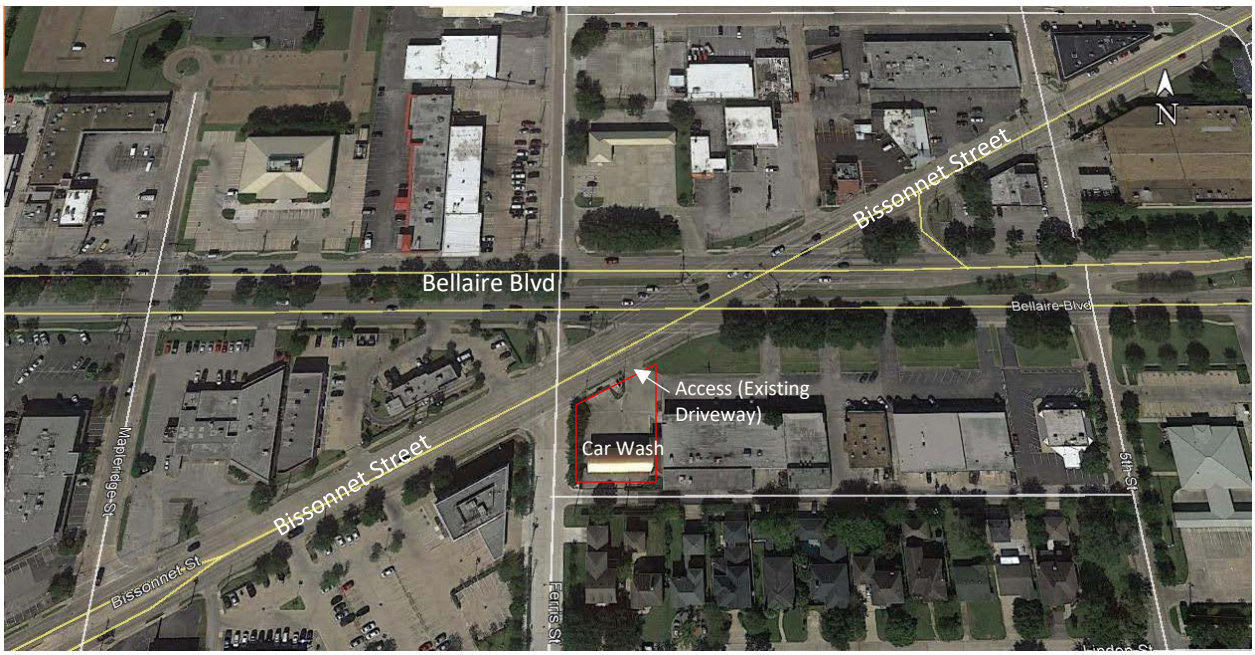


Figure 1. Location of Proposed Car Wash and Existing Driveway Access

II. EXISTING CONDITIONS

A. Roadway Network

Project site is located in a commercial plaza in the southeast quadrant of intersection of Bissonnet Street and Bellaire Blvd. Northbound and Southbound approaches of Bissonnet Street are three lanes of travel

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

with two through lanes and one exclusive right turn lane. Left turns from Bissonnet street to Bellaire Blvd are prohibited. Westbound and Eastbound approaches of Bellaire Blvd at the intersection are five-lane approaches with two exclusive left turn lanes, three through lanes with right turns separated by an island.

In the existing conditions, access to the proposed project location is provided via a driveway located along Bissonnet Street just south of the Bellaire Blvd and another driveway located along Ferris Street. The existing access from Ferris Street to the project site will be closed in the proposed conditions thereby having only one main access point located along Bissonnet Street. There are additional driveways along Bellaire Blvd north/east of the intersection that provide access to the commercial plaza, however are not considered as the main access to the proposed car wash.

B. Existing Traffic Volumes

AM and PM Turning Movement Counts (TMCs) were obtained for the intersection of Bissonnet Street and Bellaire Blvd on Wednesday July 25, 2018 from 7:00 AM to 9:00 AM and from 4:00 PM to 6:00 PM. In addition, existing AM and PM peak hour counts for the site driveway located along Bissonnet Street were collected on August 2, 2018. This data is shown in Table 1 and Table 2.

Table 1. Existing Traffic Volumes at the Intersection of Bissonnet St and Bellaire Blvd

Peak Hour	Approach									
	NB Bissonnet		SB Bissonnet		EB Bellaire			WB Bellaire		
	Thru	Right	Thru	Right	Left	Thru	Right	Left	Thru	Right
AM (7:45 to 8:45 am)	516	225	125	77	285	700	3	126	585	13
PM (5 to 6 pm)	293	159	496	266	182	584	12	336	1022	24

Table 2. Existing Traffic Volumes at the Site Driveway

Peak Hour	Entering	Exiting
AM (7:45 to 8:45 am)	37	6
PM (5 to 6 pm)	16	3

C. Traffic Operations

The intersection of Bissonnet Street and Bellaire Blvd was evaluated to determine the existing condition of traffic operations and to identify any operational deficiencies that would affect the system. The analysis was performed using Synchro 9.2. The measures of effectiveness (MOEs) used were Level-of-Service (LOS) and vehicular delay. The threshold for LOS are defined by the type of traffic control,

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

such as signalized versus unsignalized, as summarized in Table 3. The average control delay per vehicle is estimated for each approach as well as for the entire intersection.

Table 3: Level of Service Thresholds

Level-of-service (LOS)	Control Delay (sec/veh)	
	Signalized Intersection	Unsignalized Intersection
A	0 – 10	0 – 10
B	>10 – 20	>10 – 15
C	>20 – 35	>15 – 25
D	>35 – 55	>25 – 35
E	>55 – 80	>35 – 50
F	>80	>50

The delay and LOS results for the existing conditions at the study intersection and driveway access are listed in Table 4 and Table 5 respectively. Synchro reports are included in Appendix A.

Table 4: MOEs for Existing Conditions at Intersection of Bissonnet St and Bellaire Blvd

Peak Hour	**Approach**									
	EB		**WB**		**NB**		**SB**		**All**	
	Delay	**LOS**	**Delay**	**LOS**	**Delay**	**LOS**	**Delay**	**LOS**	**Delay**	**LOS**
AM (7:45 to 8:45 am)	27.6	C	29.6	C	12.8	B	9.8	A	22.7	C
PM (5 to 6 pm)	27.4	C	27.6	C	14.7	B	17.1	B	23.4	C

Table 5. MOEs for Existing Conditions at Driveway Access along Bissonnet St

Peak Hour	**Overall Driveway**	
	Delay	**LOS**
AM (7:45 TO 8:45 AM)	12.3	B
PM (5 TO 6 PM)	10.7	B

The analysis indicated the study intersection and access driveway to the project site are operating at acceptable LOS under existing conditions.

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

III. EVALUATION OF PROPOSED CONDITIONS (2018)

A. Trip Generation and Distribution

The number of generated trips were determined using the most recent rates provided by the Institute of Transportation Engineers (ITE) as used by OTISS (Online Traffic Impact Study Software), the software used ITE's Trip Generation Manual – 10th edition. Trips were generated for peak hour of adjacent street traffic for one hour in the AM peak and one hour in the PM peak. The results of trip generation are summarized in Table 6.

There is only one study available for a hand car wash and detail center land use (949) where average number of stalls is 5 wash stalls. This study reported an average of 8.6 trips in the AM peak hour (between 7 to 9 am) and 13.6 trips for the PM peak hour (between 4 to 6 pm) of adjacent street.

However, for the proposed project, there is only one wash stall. Considering the available data and proposed project specifics, STS decided to use a more conservative approach and assumed that the proposed car wash with only one wash stall will generate 50% of the trips reported in the ITE Trip Generation Manual for the 5 wash stalls car wash. The assumed trips generated by the proposed car wash project are shown in Table 6.

Table 6. Trip Generation Results for Proposed Development

Proposed Development	**Trip Generation Output**	**AM Peak Hour**		**PM Peak Hour**	
		Entering	**Exiting**	**Entering**	**Exiting**
Car Wash (1 Wash Stall)	Distribution	63%	37%	49%	51%
	Trips	3	2	3	4

B. Proposed Traffic Volumes (2018)

Trips generated for the proposed car wash were added to the existing volumes and assigned to roadway movements along Bissonnet NB. The entering trips were assumed to be coming from NB Bissonnet. Proposed traffic volumes for the intersection of Bissonnet Street and Proposed Site Access Driveway are shown in Table 7 and Table 8.

Table 7. Proposed Traffic Volumes at the Intersection of Bissonnet St and Bellaire Blvd

Peak Hour	Approach									
	NB Bissonnet		SB Bissonnet		EB Bellaire			WB Bellaire		
	Thru	Right	Thru	Right	Left	Thru	Right	Left	Thru	Right
AM (7:45 to 8:45 am)	517	226	125	77	285	700	3	126	585	13
PM (5 to 6 pm)	295	161	496	266	182	584	12	336	1022	24

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Table 8. Proposed Traffic Volumes at the Site Access Driveway

Peak Hour	Entering	Exiting
AM (7:45 to 8:45 am)	40	8
PM (5 to 6 pm)	19	7

C. Traffic Operations

The proposed Car Wash facility will generate 5 total trips in the AM peak hour and 7 total trips in the PM peak hour. These trips will be right-in and right-out traffic only since existing solid yellow lane markings between NB and SB lanes of Bissonnet Street prohibit traffic from making a left into this driveway location. Furthermore, due to the very small number of additional trips generated for the proposed project (Hand Car Wash and Detail Center), evaluation of proposed condition with project volumes does not impact traffic operations at the intersection of Bissonnet Street and Bellaire Blvd and along the area roadways near the project. Synchro analysis showed no change in delay and level of service for any of the movements and as such additional tables were not included in this report.

IV. CONCLUSION AND RECOMMENDATIONS

Proposed construction of a car wash facility at 5235 Bellaire Blvd, Bellaire, Texas is expected to generate 5 total trips (3 entering, 2 exiting) in the AM peak hour and 7 total trips (3 entering, 4 exiting) in the PM peak hour. Due to the small number of trips being generated by the proposed project (Car Wash and Detail Center), traffic operations at the intersection of Bissonnet Street and Bellaire Blvd and at the access driveway location for proposed project will remain unchanged from the existing conditions. Furthermore, intersection of Bissonnet street and Bellaire Blvd operates at an acceptable level of service under existing conditions as well as with the proposed project.

No mitigation is necessary due to proposed car wash development.

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Appendix A

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

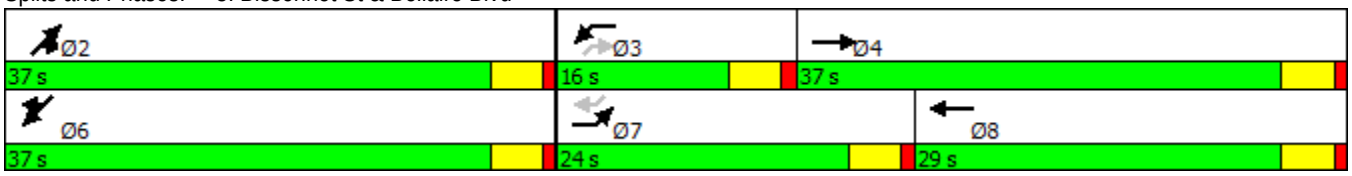
AM Peak Hour Analysis
3: Bissonnet St & Bellaire Blvd

08/05/2018

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NEL	NET	NER	SWL	SWT	SWR
Detector Phase	7	4		3	8			2	2		6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0			5.0	5.0		5.0	5.0
Minimum Split (s)	9.5	22.5		9.5	22.5			22.5	22.5		22.5	22.5
Total Split (s)	24.0	37.0		16.0	29.0			37.0	37.0		37.0	37.0
Total Split (%)	26.7%	41.1%		17.8%	32.2%			41.1%	41.1%		41.1%	41.1%
Maximum Green (s)	19.5	32.5		11.5	24.5			32.5	32.5		32.5	32.5
Yellow Time (s)	3.5	3.5		3.5	3.5			3.5	3.5		3.5	3.5
All-Red Time (s)	1.0	1.0		1.0	1.0			1.0	1.0		1.0	1.0
Lost Time Adjust (s)	0.0	0.0		0.0	0.0			0.0	0.0		0.0	0.0
Total Lost Time (s)	4.5	4.5		4.5	4.5			4.5	4.5		4.5	4.5
Lead/Lag	Lead	Lag		Lead	Lag							
Lead-Lag Optimize?	Yes	Yes		Yes	Yes							
Vehicle Extension (s)	3.0	3.0		3.0	3.0			3.0	3.0		3.0	3.0
Recall Mode	None	None		None	None			Max	Max		Max	Max
Walk Time (s)		7.0			7.0			7.0	7.0		7.0	7.0
Flash Dont Walk (s)		11.0			11.0			11.0	11.0		11.0	11.0
Pedestrian Calls (#/hr)		0			0			0	0		0	0
Act Effct Green (s)	12.0	19.6		8.4	16.0			32.7	45.6		32.7	49.3
Actuated g/C Ratio	0.16	0.26		0.11	0.22			0.44	0.61		0.44	0.66
v/c Ratio	0.56	0.57		0.35	0.60			0.36	0.24		0.09	0.08
Control Delay	33.3	25.3		34.2	28.6			15.8	5.9		14.0	3.1
Queue Delay	0.0	0.0		0.0	0.0			0.0	0.0		0.0	0.0
Total Delay	33.3	25.3		34.2	28.6			15.8	5.9		14.0	3.1
LOS	C	C		C	C			B	A		B	A
Approach Delay		27.6			29.6			12.8			9.8	
Approach LOS		C			C			B			A	

Intersection Summary	
Area Type:	Other
Cycle Length: 90	
Actuated Cycle Length: 74.3	
Natural Cycle: 55	
Control Type: Actuated-Uncoordinated	
Maximum v/c Ratio: 0.60	
Intersection Signal Delay: 22.7	Intersection LOS: C
Intersection Capacity Utilization 45.2%	ICU Level of Service A
Analysis Period (min) 15	

Splits and Phases: 3: Bissonnet St & Bellaire Blvd



Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

AM Peak Hour Analysis
6: Bissonnet St & D/W 1

08/05/2018

Intersection	
Int Delay, s/veh	0.1

Movement	NWL	NWR	NET	NER	SWL	SWT
Lane Configurations						
Traffic Vol, veh/h	0	6	735	37	0	254
Future Vol, veh/h	0	6	735	37	0	254
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	7	799	40	0	276

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	-	420	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	7.14	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.92	-	-	-	-
Pot Cap-1 Maneuver	0	497	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	497	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-

Approach	NW	NE	SW
HCM Control Delay, s	12.3	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NET	NER	NWLn1	SWT
Capacity (veh/h)	-	-	497	-
HCM Lane V/C Ratio	-	-	0.013	-
HCM Control Delay (s)	-	-	12.3	-
HCM Lane LOS	-	-	B	-
HCM 95th %tile Q(veh)	-	-	0	-

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

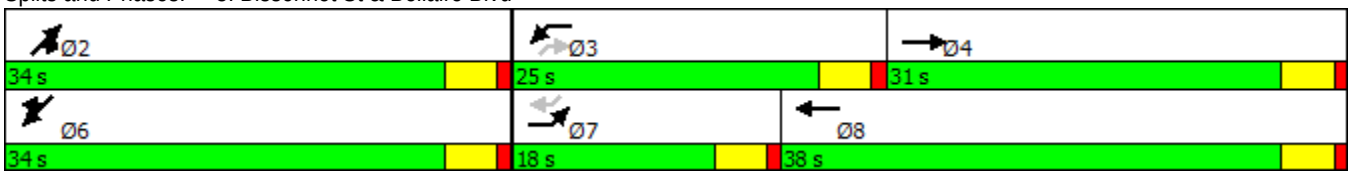
Timings
3: Bissonnet St & Bellaire Blvd

08/05/2018

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Volume (vph)	182	584	12	336	1022	24	0	293	159	0	496	266
Future Volume (vph)	182	584	12	336	1022	24	0	293	159	0	496	266
Satd. Flow (prot)	3433	5070	0	3433	5070	0	0	3539	1583	0	3539	1583
Flt Permitted	0.950			0.950								
Satd. Flow (perm)	3433	5070	0	3433	5070	0	0	3539	1583	0	3539	1583
Satd. Flow (RTOR)		3			4				61			73
Confl. Peds. (#/hr)												
Confl. Bikes (#/hr)												
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Growth Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Heavy Vehicles (%)	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Bus Blockages (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Parking (#/hr)												
Mid-Block Traffic (%)		0%			0%			0%			0%	
Shared Lane Traffic (%)												
Lane Group Flow (vph)	198	648	0	365	1137	0	0	318	173	0	539	289
Turn Type	Prot	NA		Prot	NA			NA	custom		NA	custom
Protected Phases	7	4		3	8			2	2		6	6
Permitted Phases									3			7
Total Split (s)	18.0	31.0		25.0	38.0			34.0	34.0		34.0	34.0
Total Lost Time (s)	4.5	4.5		4.5	4.5			4.5	4.5		4.5	4.5
Act Effct Green (s)	10.0	23.2		13.8	27.0			29.7	48.1		29.7	44.3
Actuated g/C Ratio	0.12	0.29		0.17	0.34			0.37	0.60		0.37	0.55
v/c Ratio	0.46	0.44		0.62	0.67			0.24	0.18		0.41	0.32
Control Delay	37.3	24.3		36.2	24.8			19.6	5.7		21.3	9.1
Queue Delay	0.0	0.0		0.0	0.0			0.0	0.0		0.0	0.0
Total Delay	37.3	24.3		36.2	24.8			19.6	5.7		21.3	9.1
LOS	D	C		D	C			B	A		C	A
Approach Delay		27.4			27.6			14.7			17.1	
Approach LOS		C			C			B			B	

Intersection Summary	
Cycle Length: 90	
Actuated Cycle Length: 80.4	
Control Type: Actuated-Uncoordinated	
Maximum v/c Ratio: 0.67	
Intersection Signal Delay: 23.4	Intersection LOS: C
Intersection Capacity Utilization 50.4%	ICU Level of Service A
Analysis Period (min) 15	

Splits and Phases: 3: Bissonnet St & Bellaire Blvd



Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

HCM 2010 TWSC
6: Bissonnet St & D/W 1

08/05/2018

Intersection	
Int Delay, s/veh	0

Movement	NWL	NWR	NET	NER	SWL	SWT
Lane Configurations						
Traffic Vol, veh/h	0	3	449	16	0	844
Future Vol, veh/h	0	3	449	16	0	844
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	3	488	17	0	917

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	-	253	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	7.14	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.92	-	-	-	-
Pot Cap-1 Maneuver	0	636	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	636	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-

Approach	NW	NE	SW
HCM Control Delay, s	10.7	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NET	NER	NWLn1	SWT
Capacity (veh/h)	-	-	636	-
HCM Lane V/C Ratio	-	-	0.005	-
HCM Control Delay (s)	-	-	10.7	-
HCM Lane LOS	-	-	B	-
HCM 95th %tile Q(veh)	-	-	0	-

Attachment: TIA Report - CarWash (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

JONES & CARTER, INC.
ENGINEERS • PLANNERS • SURVEYORS

MEMO

TO: Ashley Parcus
Development Services Coordinator, City of Bellaire
FROM: Colby W. Wright, P.E., PTOE
Traffic Division Manager, Jones & Carter, Inc.
DATE: August 15, 2018
RE: 5235 Bellaire Boulevard – Hand Car Wash – Traffic Impact Analysis

Jones|Cater has reviewed the Traffic Impact Analysis (TIA) for the 5235 Bellaire Boulevard Hand Car Wash. The site was previously occupied by a drive-in bank. The proposed development would use the existing driveway on Bissonnet Street. The proposed Hand Car Wash is expected to generate less trips than the previous land use.

Jones|Carter has no comments on the TIA and offers no objections to further permitting of the project.

Attachment: 5235 Bellaire TIA Memo (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

HAND CAR WASH
HAND CAR WASH
ENTRANCE

1.C.6

Packet Pg. 144

1.C.7

Packet Pg. 145

City of Bellaire

DEVELOPMENT SERVICES

September 13, 2018

To: Mayor and City Council
From: Ross Gordon, Chairman, Planning & Zoning Commission
CC: ChaVonne Sampson, Director of Community Development
Subject: Report and Recommendation on an application for a Specific Use Permit for 5235 Bellaire Boulevard.

On Thursday, July 12, 2018, the Planning & Zoning Commission held a public hearing for the purpose of reviewing an application filed by Daniel Chang, on a request for a Specific Use Permit (SUP) to allow for the operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d) 2) of the City of Bellaire Code of Ordinances. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

Notifications regarding the public hearing were mailed out to all addresses within 500 feet of the property. Any and all persons desiring to be heard in connection with the Specific Use Permit Application were invited to speak before the Commission.

Four (4) members of the public spoke against the application with concerns regarding traffic/ parking in the area, the use of chemicals, noise pollution, and closeness of the business to residential properties.

During the public hearing, many concerns were voiced from the Commission regarding parking, traffic circulation, the queuing of cars, and noise pollution. The Commission also required that a Traffic Impact Analysis (TIA) be prepared for the site.

Eight (8) additional written comments were received by staff following closure of the public hearing, and were included in the Commission's packet.

CONSIDERATION

A TIA was prepared for the project, and the report, as well as the comments from the City's Traffic Engineer, were provided to the Commission during consideration of the item. More detailed information regarding the traffic circulation plan, parking, queuing of cars, and noise pollution were also provided by staff. During consideration of the item, the Commission's concerns and discussion were centered around protection for the surrounding residential neighborhood, with the focus being on screening/buffering and noise pollution. A recommendation made by City staff was the replacement of the proposed gate with an 8 foot

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

City of Bellaire

DEVELOPMENT SERVICES

masonry wall that would help not only to buffer the property from the adjacent residential homes, but also to alleviate the noise created by the car wash. The Commission agreed to include this as a condition to the permit, along with several other requirements pertaining to landscaping, parking, traffic circulation, and operation of the business.

RECOMMENDATION

On September 13, 2018, after due consideration and discussion, the Commission found that the application was consistent with the criteria and standards set forth in Section 24-615 of the City of Bellaire Code of Ordinances, and voted 6-0 to recommend approval of the Specific Use Permit at 5235 Bellaire Boulevard to City Council, with the following conditions:

1. That the retractable gate, proposed to be installed parallel to the alley on the south side of the property, be replaced by an 8 foot masonry wall running the entire length of the southern perimeter, in order to meet screening/buffering requirements, as well as to address concerns regarding noise pollution.

2. That landscaping is installed along the Bissonnet frontage, in accordance with Section 24-513 of the City of Bellaire Code of Ordinances. The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant installs "Right-in, Right-out" signage, and verifies that a safe-right turning movement is possible into the property off of Bissonnet Street.

4. That the hours of operation be limited to 9:00am-6:00pm, 7 days a week.

5. That the property maintains a total of eight (8) striped parking spaces.

6. That the use of a PA system or speakers on the property be prohibited.

VOTE OF THE COMMISSION

Members present and voting FOR this recommendation to City Council:
Mike Baker, Ross Gordon, John Klug, Pam Nelson, Jonathan Saikin, Weldon Taylor

Members present and voting AGAINST this recommendation to City Council:
None.

Members absent:
Mike Axelrad

7008 South Rice Avenue, Bellaire, Texas 77401-4411
P 713.662.8222 | F 713.662.8212
www.bellairetx.gov

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Chairman Stiggins informed that 44 e-mails for public comments were received and will be made as part of the minutes of the meeting.

B. Comments and updates from the Commission's City Council Liaison

There were no comments or updates from the Council Liaison.

VII. INCOMING COMMMISSION

A. Introduction of Incoming Commissioners

The 3 new Commissioners introduced themselves.

B. Election of Chair and Vice Chair

Commissioner Taylor nominated Commissioner Gordon for Chairman and Commissioner Klug seconded the motion.

Vote: the motion carried with a unanimous vote of 6-0

Commissioner Saikin nominated Commissioner Axelrad for Vice Chairman and Commissioner Taylor seconded the motion.

Vote: the motion carried with a unanimous vote of 6-0

C. Adoption of the Rules of Procedure

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mike Baker, Commissioner
SECONDER:	Weldon Taylor, Commissioner
AYES:	Baker, Saikin, Axelrad, Gordon, Taylor, Klug, Nelson
ABSENT:	Steinberg
EXCUSED:	Stiggins, Skinner

VIII. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)

A. Public Hearings

Docket # SU-2018-04-Public hearing on an application filed by Daniel Chang, 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 operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d)2) of the City of Bellaire Zoning Code. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

i. Presentation of the Public Hearing Process

Ms. Sampson introduced the public hearing process.

ii. Presentation by the Applicant

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Mr. Stephen Soussan is a representative for the car wash in place of Mr. Daniel Chang who was not able to make it to the meeting. He stated that they were told by the City not to move forward with a full set of designs and plans until approved.

Chairman Gordon asked Mr. Soussan to describe his traffic information.

Mr. Soussan replied that traffic enters and exists on Bissonnet. The small road behind the building will be closed off with a sliding gate. Customer traffic will move in from Bissonnet, into the bays at the back of the property, through the vacuum station, back around through a wash station and back out front for the drying and extras. There will be a two-lane drive to the bays that can stack up to 6 cars, to the vacuums that can stack up about 3 cars and then wrap around to the drying which can house about 2 lanes of 8 to 10 cars each. His renderings are conceptual and do not include the more decorative details and the outdoor seating they plan to have. They'd remove bank teller poles to widen the lanes.

iii. Staff Findings

Ms. Sampson stated that the hearing is for a Specific Use Permit to operate the drive-through hand car wash and a detail facility at the old Prosperity Bank location at the corner of Bissonnet and Ferris. Automotive service is a permitted as a specific use under Sec. 24-536 in the Corridor Mixed Use. Sec. B2) d2) of the Bellaire Code of Ordinances. A SUP is also required for all commercial uses with a drive-in or drive-through facility and will be included as part of the ordinances should the request be granted. The applicant is proposing to use the existing structure but to make modifications to the drive-through area to accommodate the car wash and detailing facility. The former Prosperity Bank operated under a SUP that was S60 which was granted under the Ordinance number 03-011 and approved by City Council on March 3rd, 2003. The location is at 5235 Bellaire Boulevard and is within the CMU district. Letters were sent out to 79 people that live within the 500-feet buffer for this public hearing on June 29th, 2018. A legal notice was published in the newspaper on June 26th, 2018 and a sign was posted on the property about the public hearing on June 26th, 2018. The adjacent properties are UVD to the north (a commercial district), CMU to the east, R-4 to the south and CMU to the west. There were no staff recommendations, but staff will take in questions and concerns to discuss in the August Development Review Committee. The Committee has met one time about this and were missing documents to get a better understanding as far as proper water drainage of the facility. They did get that clarification plus clarification of the circular pattern of the business. Further discussion will take place along with the comments from the Planning and Zoning Commission at this meeting. Ms. Sampson reminded that the Development Review Committee consists of someone from the Police Department, the Fire Department, a building inspector, planning, and the Public Works Department. They take in cases such as this and take into consideration the Commission's comments and traffic concerns for the Committee's review. It will be detailed out in a staff report for the Commission's consideration.

iv. Public Comments

a. Persons at the meeting who have indicated their desire to address the Commission by submitting the form provided shall have three (3) minutes each to present comments concerning the Application. This time limit may be extended to five (5) minutes at the discretion of the Chair with the consent of the Commission.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

Yang Zhang, 5220 Linden - Mr. Zhang stated that he shares the same alleyway with the proposed business and informs they alleyway is in pretty bad shape. He raised the concern a few years ago, and the City has patched it, but it has not been resolved for the long-term. His first concern is if there is an additional burden to that street, it's condition will only get worse. His second concern is the dirty water, chemicals, and noise since he is only about 10 to 15 feet away from the location. With the addition of the jiu-jitsu facility and the UPS store, the parking is already a problem as many patrons use the area at 5235 Bellaire as parking spots, which is still not enough. He states that customers will park on the street by the houses in the neighborhood and worries it will get worse with a car wash.

Joe Tedore, 5216 Willow - Mr. Tedore reiterated the concerns of the previous speaker, highlighting the street parking issue. He noticed traffic in that area has gotten worse in the last month. He believes its unsafe and traffic would be too concentrated in that area.

Chrissie Stone, 5212 Linden - Ms. Stone stated that the intersection of Bellaire and Bissonnet is the most dangerous in the City, and when she was on City Council years ago, she recalled an engineer being hired to improve the intersection. The engineer recommended to completely re-do the intersection. She mentions that there are too many ins and outs in that area as well as ingress and egress. She also spoke about the street parking. She asked the Commission if they do decide to approve the car wash, not to let them ingress or egress at the alley or Ferris. She suggested that the entrance and exit be placed on Bellaire instead of Bissonnet.

Mitchell Pilot, 5111 Linden - Mr. Pilot observed that the owners of the car wash are going through a multi-step approval process and mentions that there is a two-story parking garage currently under construction that didn't go through this same process even though it is an approved activity within a mixed-use zone just like the car wash. He states that there were no letters sent to the homeowners within 500 feet that would be affected and there was no process. He said that it was done as of right and constructed without going through this process. He knows nothing can be done about it as of now, but wanted to call the Commission's attention to it.

Lynn McBee, 5314 Evergreen - Ms. McBee states that because of the increase in traffic, she has found ways to get around Bellaire using shortcuts and uses 5th Street, Ferris, and Mapleridge often. Recently she has tried to use the stores in that shopping strip and finds the parking insufficient. She doesn't believe that a car wash is an automotive service, that it is an industrial use because of the chemicals that are used. She has an extreme concern about the alleyway as it is the only thing that separates the residential district from commercial. She also requests the Commission to look into the definition of the Code for automotive uses and if it should be permitted.

v. Response of Applicant

Mr. Stephen Soussan noticed the concern of the alleyway and responded that they intend to block off the alleyway to prevent vandalism. He thinks there would actually be less traffic in the alleyway. He believes the jiu-jitsu business is infringing by not parking where they are supposed

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

to be. He thinks that a car wash next to them will help draw some type of agreement since car washes are not usually opened at night, noting that night is when the jiu-jitsu facility is when it's the busiest. He addressed the chemical concern by stating that all chemicals are environmentally clean and go through a process approved to be sold. Also, there are sand traps that take the dirty water away from the clean water. He affirmed that the car wash is not an industrial use, he has other locations in Houston.

vi. Questions from the Commission

Vice Chair Axelrad asked if they would be using compressors for the water.

Mr. Soussan replied that he wasn't sure yet. Some of their car washes do, and some don't.

Vice Chair Axelrad questioned if the cars will be washed on the south side of the location.

Mr. Soussan answered yes.

Vice Chair Axelrad is concerned about noise complaints related to the compressors that could arise from the neighbors behind the property.

Mr. Soussan responded that the compressors aren't necessary and are unlikely they'd even be used. They use normal water pressure from a regular hose.

Vice Chair Axelrad asked if that part of the building is separately owned.

Ms. Sampson answered that upon researching, there would be shared parking with the strip center next to it.

Vice Chair Axelrad inquired if there was a parking easement between the two facilities.

Mr. Soussan didn't know if there was a parking easement, but there is an entrance easement.

Vice Chair Axelrad wondered how the jiu-jitsu business acquired occupancy if they are a high-density business.

Ms. Sampson replied that at the time they were issued their Certificate of Occupancy, they did have enough parking spaces. The parking requirements for that specific use of their business may require a certain amount of parking spaces, but they were actually in business, it turned out that they needed a higher amount. They will look into it again.

Vice Chair Axelrad commented that the number of parking spaces might be zeroed out, to begin with.

Ms. Sampson informed that the particular use of the car wash only requires enough parking spaces for the employees at their busiest time.

Vice Chair Axelrad questioned if the cars that are in the queue to be washed count towards the parking.

Ms. Sampson answered no.

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Vice Chair Axelrad replied why not.

Ms. Sampson responded that it's the way the zoning ordinance is written, stating that the number of employees they have determines the number of parking spaces. She reminded that Commission that they can always place recommendations as conditions as they see fit.

Chairman Gordon asked how many employees do they plan to have.

Mr. Soussan answered about 6 to 10.

Chairman Gordon guessed that he would need 6 to 10 parking spaces then.

Ms. Sampson confirmed.

Vice Chair Axelrad said they need to understand what an automotive use consists of because he sees it as automotive use.

Ms. Sampson confirmed that it is an automotive use. She was able to find the ordinance that states the amount of parking needing which read that the amount of parking needed for a car wash is one per bay. The City's recommendation would have been three spaces per service stall plus one per employee during their largest shift. They used the parking requirements for a service station knowing that they one per bay would not suffice.

Vice Chair Axelrad remarked that they want the aesthetic of Bellaire to be a nicer look.

Mr. Soussan replied that their target people aren't those that drive $10,000 or $20,000 cars, but those that are $70,000 and up and that the space will reflect that. He mentioned the turnaround time goal would be 7 to 10 minutes.

Commissioner Saikin asked what the interior space would be used for.

Mr. Soussan answered it would be used as a waiting area and cash area. It would be about 400 to 500 square feet. They'd like to put in a 150 square foot patio with a register as well.

Commissioner Nelson asked how many cars fit on the area.

Estimating the average car length to be 12 to 15 feet, Mr. Soussan thinks he could have 2 lanes with a combined total of 25 cars wrapped around, about 4 to 6 after the first step, and another 12 to 14 housed around the front where the drying area is.

Ms. Sampson mentioned that 6 to 8 would be the most restrictive regarding the stacking spaces for each car length. The City will look into it more specifically if approved.

Commissioner Klug asked what the hours of operation are.

Mr. Soussan said it would be most likely from 10 AM to 6 PM, 7 days a week.

Commissioner Klug asked how he arrived at fitting 25 cars in the area.

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Mr. Soussan replied that he believed the depth is 175 feet and did the math according to the average car length being 12 to 15 feet per car.

Chairman Gordon requested specifics on the dimensions from the City seeing that it is of special interest of the Commission.

Ms. Sampson affirmed that they would do that.

Commissioner Klug questioned how cars will line up outside the premises if there's a backup or an overflow.

Mr. Soussan would be shocked if that many cars showed up at the exact same time without being worked on and supposed if that happened the Commission could make a provision that they'd have to turn away business. They'd have no issue with that kind of provision.

Commissioner Klug asked where the employees would park.

Mr. Soussan said they'd park along the side and could use about 5 spaces on the front on their premises, not the shopping strip. Their location on San Felipe and Sage is 14,000 square feet and do 200 cars on a Saturday. They have about 10,000 functioning square feet, and they don't back up the street.

Commissioner Klug asked what the area size is.

Mr. Soussan said it's 25,000 square feet.

Commissioner Klug requested clarification on the alleyway access.

Mr. Soussan stated that it would be between the business and alleyway. The alleyway itself won't be closed off.

Commissioner Klug asked if he was sure that a compressor would not be used.

Mr. Soussan said yes.

Commissioner Klug asked if there was anything else he could think of that would cause noise issues.

Mr. Soussan answered the vacuums.

Commissioner Baker questioned if there would be any new curb cuts.

Mr. Soussan answered no.

Commissioner Baker asked if he would be okay that one of the conditions of the SUP would be to cut off access to the alleyway.

Mr. Soussan answered yes.

Commissioner Baker assumed that would mean only one egress and ingress off of Bissonnet.

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Mr. Soussan confirmed. He thinks traffic flow would be better on the Ferris side, but it's not necessary.

Commissioner Baker asked if he would be okay with a SUP that places restrictions for hours of operation.

Mr. Soussan answered yes.

Commissioner Baker requested plans from Mr. Soussan to help the Commission better visualize. From the City, he would like to see the SUP for the car wash on Beechnut since it is the closest thing he could think of as far as the type of business in Bellaire.

Ms. Sampson responded that one might not have been required at the time of issuance because it was so long ago, but they will look.

Commissioner Taylor asked where the vacuums would be located.

Mr. Soussan replied that it would be in the middle of where the bank drive-through is.

Chairman Gordon added it'd probably closer to the alley than the street.

Commissioner Taylor asked how they planned on blocking off the area and how high the fence would be.

Mr. Soussan believes there's already an existing fence there or have it match the residential fence nearby.

Ms. Sampson stated the Code caps off the height of a fence at 8 feet maximum.

Mr. Soussan commented that they wouldn't mind housing the vacuums in something that would muffle the sound.

Chairman Gordon questioned that if the cars waiting would be idling or completely stopped.

Mr. Soussan answered they would be idling.

Chairman Gordon questioned the characteristic of car washes having music playing and loud talking, and how does it work with business regulations.

Mr. Soussan answered there's nothing he can really say that will or won't happen in those cases.

Chairman Gordon asked Ms. Sampson if there were any responses submitted from the notification letters.

Ms. Sampson answered no. She mentioned there is a noise ordinance and if they received complaints, then the City would make sure they are staying under a certain decibel level.

Mr. Soussan additionally added that they would be proactive about the noise.

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Chairman Gordon asked if there will be a traffic study conducted.

Ms. Sampson replied not at this time, and if they had required one, it would've been presented at this meeting. If the Commission would like one, now would be the time to ask to give the applicant enough time to gather the information.

Chairman Gordon requested a traffic study due to the intersections and safety reasons. He asked if the spaces the employees will be using to park and to place cars in the queue need to be striped.

Ms. Sampson responded that those spaces would need to be identified in order to enforce the number of parking spaces, especially with a shared-use parking.

Chairman Gordon wondered if they would even be able to meet the minimum requirement and if there is a way to show that before moving forward.

Ms. Sampson answered that they would be able to meet the one car per bay requirement but have not gotten further than that, just the requirements that the City was going to recommend. Parking information could be included in the car wash's traffic study.

Chairman Gordon requested that the City work with the business' traffic study so that the next time they present, there will be more information (traffic, parking, fencing, how cars will be stacked) for the Commission to utilize in their assessment.

vii. Invitation for Written Comments, if applicable

Chairman Gordon announced that they will be accepting written comments until August 8th, 2018.

viii. Closure of the Public Hearing

Motion: Commissioner Klug made a motion to close the public hearing and seconded by Commissioner Nelson.

Vote: the motion passed unanimously with a vote of 7-0.

B. Discussion on Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-92, Creation of New Boards, subsection (b) of the Code of Ordinances of the City of Bellaire.

Ms. Sampson provided an overview of where every 5 years, all boards and commissions need to be reviewed of their relevance as part of the City of Bellaire Code of Ordinances.

Commissioner Nelson brought up that if the City wants to continue to zone, its needs a Planning & Zoning Commission.

Motion: a motion was made to keep the Planning & Zoning Commission as is by Commissioner Klug and seconded by Commissioner Saikin.

Vote: the motion passed unanimously by a vote of 7-0.

IX. REPORT OF STAFF, COMMITTEES, AND CORRESPONDENCE.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

to the Chevron site or otherwise, and he felt that it is important that the Commission and the public have access to that information.

Chairman Gordon asked City staff if the site plan that has been put forward complies with current City code and criteria, or is that still to be determined in terms of setbacks, etc.

Ms. Parcus reiterated that staff is looking into how the applicant can increase the buffering/landscaping of the site, but as far as everything else goes, yes it is in compliance.

Chairman Gordon asked if it would be possible to have that kind of information included in the packet for a public hearing, in order to determine that all aspects comply and what, if anything, needs to be modified to ensure that nothing that violates city criteria or zoning code regarding offsets or anything like that.

Ms. Parcus stated that it would be possible for staff to include that information in the packet for the public hearing.

F. Invitation for Written Comments, if applicable

Chairman Gordon reiterated that written comments on the application will be accepted until 5:00 pm on Wednesday, October 3rd.

G. Closure of the Public Hearing

Motion: a motion was made by Commissioner Klug and seconded by Commissioner Saikin to close the public hearing.

Vote: the motion carried on a vote of 6-0.

VI. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)

A. Docket # SU-2018-04-Consideration of an application filed by Daniel Chang, 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 operation of a drive-through hand car wash and detail facility at 5235 Bellaire Boulevard, as provided for in Section 24-536 B. (2) d)2) of the City of Bellaire Zoning Code. The property is located within the Corridor Mixed-Use (CMU) Zoning District.

Ms. Parcus stated that the public hearing on the item was held on July 12, 2018, and that during the public hearing there were some concerns raised by both the Commission and the public regarding traffic, traffic circulation, car queuing, and noise pollution. She stated that the Commission also required that a TIA be prepared for the property, which had been included in the packet. Ms. Parcus added that City staff had met with the applicant in order to address each of the concerns and have provided additional information for each. She explained that based on table 24-514a.A of the City of Bellaire's code of ordinances, the car wash is required to have one parking spot per bay. Although the applicant is only proposing two bays, each bay will have two lanes, therefore leading to a total of four.

Chairman Gordon asked for clarification on what defined a bay.

Ms. Parcus explained that this issue, along with the number of employees that the car wash

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

would have on hand during its largest shift, had been taken into consideration, and that staff is recommending that a condition be put on the property that three additional parking spaces must be striped. She added that currently there are 5 parking spaces existing, and this would bring the total number of parking up to 8.

Chairman Gordon asked for clarification that there is not a requirement of one parking space per employee.

Ms. Parcus explained that for car washes the requirement is simply one parking space per bay.

Ms. Parcus then stated that concerns were also voiced by residents regarding on-street parking of the Jiu Jitsu business located next door, and that the applicant advised that he would be open to entering a parking agreement with the owner of the Jiu Jitsu business to allow them to use the site for additional parking after hours, if necessary. She added that regarding traffic circulation, there was some concern from residents that the customers from the car wash would utilize the alley as an ingress or egress from the property. She stated that in order to address that concern, the applicant is offering to install a retractable gate running parallel to the alley at the back of the property to prevent the traffic from entering or exiting from that location. Ms. Parcus informed the Commission that the traffic circulation plan was provided by the applicant and shows that both the ingress and egress will be off of this street. She explained that based on Table 24-514a.C of the City's Code of Ordinances states that this type of use must be able to stack or queue three cars per drive-through lane or service window, including the position at the window, meaning that a total of 12 cars must be able to queue on the site. Ms. Parcus stated that staff went to the site to take measurements and found that a total of 16 cars are able to queue on site. She then moved on to the subject of noise pollution and stated that Section 24-511 A of the City's Code of Ordinances states that a commercial use is allowed to create 77 decibels of sound. Ms. Parcus stated that the Development Services Department visited the site at 5235 Bellaire Boulevard as well as that of an already existing car wash located at Sage and San Felipe to conduct a sound meter test, and it was found that the noise created by the car wash was less than that of the traffic traveling on the surrounding streets. She explained that when measured at the boundary between the residential and commercial properties neither site registered higher than a 74 on the sound meter. The applicant also has expressed his willingness to install a wall if necessary on the property to help buffer the noise from the adjacent residential properties. Ms. Parcus then stated that the Development Review Commission held an additional meeting in order to further discuss the issues and concerns that arose during that public hearing, and that she had the following comments from City departments:

Fire Department:

The fire department advised that a knox box would need to be installed on the retractable gate, that will be located on the south side of the property in order for emergency services to gain access to the site if necessary. If another type of buffering is approved, such as the wall that I mentioned, the fire department has no objections as there are other options for accessing the site in an emergency situation.

Police Department:

The police department responded to the concerns from residents regarding the site of

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development bringing an increase of criminal activity. They stated that there is no evidence to support the idea that a car wash would increase the amount of crime in the surrounding neighborhood. The Chief of Police also mentioned that the proposed gate would create an additional buffer between the residential properties and the car wash.

Public Works:

The Public Works department didn't anticipate any issues with the on-site circulation plan that was provided by the applicant. However, it was recommended that the ingress, egress off of that street by right-in, right-out only and that signage be installed stating such preventing customers from turning left off of or onto Bissonnet from the property. Due to the fact that the ingress and egress of the property are both on Bissonnet Street, City staff would also require the applicant to provide a safe right turning movement during the review process.

She then stated that Section 24-615 of the Code lists five criteria that must be present in order for an SUP to be granted and reviewed each of those. Ms. Parcus informed the Commission that based on the information given, the Development Services Department recommends approval of the applicant's request to operate a drive-through hand car wash and detailing facility at 5235 Bellaire Boulevard with the following conditions:

1. That the retractable gate proposed to be installed parallel to the alley on the south side of the property be replaced by an eight-foot masonry wall in order to both meet screening and buffering requirements as well as to address concerns regarding noise pollution.

2. That landscaping be installed along the Bissonnet frontage in accordance with Section 24-513 of the City of Bellaire code of ordinances.The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant install “right-in, right-out” signage and verify that a safe right turning movement is possible into the property off of Bissonnet Street.

Ms. Parcus stated that in addition to those three conditions, staff did think of two others that the Commission may want to include, the first being with the hours of operation, and the second with regard to the striping of the additional three parking spaces.
A motion was then made by Commissioner Klug and seconded by Commissioner Taylor to approve the SUP.
Commissioner Taylor mentioned that residential protection is really paramount in the City and that is reflected within the City’s Code of Ordinances and Comprehensive Plan. He stated that he feels pretty comfortable with approving the proposal with the conditions put into place that will accomplish the appropriate amount of screening. He added that he felt very strongly about the wall versus the gate, and he thought that the staff recommendation supports that. Commissioner Taylor also mentioned that he is in support of the landscaping requirements and the right-in, right-out signage. He asked if a higher fence could be sought by the residents.
Ms. Parcus stated that they would have to go before the Board of Adjustment, but yes.
Commissioner Taylor stated that he thought in the last discussion with the applicant that the hours of operation were going to be 10am to 6pm, seven days a week.
Daniel Chang, Applicant-Mr. Chang stated that it would actually be 9am to 6pm.

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Commissioner Taylor felt that a condition on the hours is appropriate. He then asked if the car wash that staff visited was comparable to the property at 5235 Bellaire with regard to the proximity of it to residential property. He asked for specifics as to whether or not they had buffering for their vacuums and/or buffering for their compressors, and if there was there music playing over a loud speaker.

Ms. Parcus stated that no music was on at the time, and that she didn't believe that there was any sort of buffering mechanism for the vacuums or compressors. She added that they were in a similar situation, as residential was right behind them. Ms. Parcus stated that at that location, the front of the residential was actually looking at the car wash, so in that instance, it was actually a little worse than the property in Bellaire. She added that the one difference was probably with the bays at the Houston location. She stated that they were more enclosed, so that could've helped with the sound as far as the vacuums, but even standing on the residential side, the vacuums could not be heard over the ambient noise.

Commissioner Taylor asked the applicant if he was planning to buffer the equipment in any way.

Mr. Chang stated that he wasn't intending to do that, but if need be, he would do it. He added that some sort of housing could be put over the back to dampen the noise.

Commissioner Taylor felt that this is something that the Commission should consider adding as a condition.

Commissioner Taylor asked for clarification from the City's attorney that Section 24-536 does allow for a car wash only facility.

Attorney Petrov confirmed that it is the legal position of the City that it does allow for a car wash facility under "automobile services stations."

Commissioner Baker felt that the wall that was recommended by staff should run the entire length of the southern property border. He asked the applicant if that is what he is prepared to do.

Mr. Chang said that it was not his intention to do so, that he did not want it to be that long. He also mentioned that with a retractable gate he would have the option in the future to use that as an ingress or egress point if it were needed.

Commissioner Taylor explained that that's exactly what the Commission is trying to avoid happening.

Commissioner Baker then asked about people parking in the alley and who would control that.

Ms. Parcus stated that as she understands it, there is currently no one utilizing the alley for parking, and that is only taking place on Ferris Street. She added that if the alley is a public alley then the City cannot keep individuals from parking there.

Commissioner Baker mentioned that he doesn't feel as though there is enough parking for employees, meaning that they are going to park on the street or wherever they can find it, but stated that he is in support of the application with the addition of the wall and the other recommendations from staff.

Commissioner Klug stated that he would be in support of the motion with the recommendations made by staff, with the wall going the entire length of the property, and with some sort of shroud to dampen the noise from the vacuums.

Chairman Gordon asked if the Commission could take a different approach to the idea of shrouding and simply reduce the allowable decibels of noise that can come from the property, say for example from 77 down to 65, just so that there is an obligation of the applicant to maintain that standard.

Ms. Parcus confirmed that would be possible, and that if the City ever got a noise complaint for the property the number that the Commission comes up with would be used to determine whether or not they are in compliance with the conditions of their SUP.

Commissioner Nelson stated that she didn't have any specific questions or comments for the applicant. She mentioned that she is sympathetic to the residential properties that are located

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behind commercial like this, but she felt that the concerns were being addressed by the conditions that are being added. Commissioner Nelson stated that there is obviously an issue with parking at the Jiu Jitsu business and that maybe the City needs to look into that.

Ms. Parcus explained that the issue is that this is a different property than the rest of the shopping center. She added that at this point, due to the fact that the Jiu Jitsu business was already approved, there is not much that the City can do about it at this point, especially with this application because that's not part of his property.

Commissoner Saikin asked if permitted parking could be put into place for the surrounding streets.

Ms. Parcus explained that in order to get permitted parking the residents would have to sign a petition that would go before the City Council for approval.

Commissioner Saikin asked if those residents have done that.

Ms. Parcus confirmed that they have not done that.

Commissioner Saikin asked whose job it is to approve signage.

Ms. Parcus stated that the Development Services Department does, specifically the City's Code Compliance Officer.

Commissioner Saikin then questioned whether a banner sign would be allowed for this property.

Ms. Sampson stated that a banner sign is considered a temporary sign and is only allowed to be up for a certain amount of time.

Commissioner Saikin mentioned that there has been a banner sign up on the property at the corner of Bissonnet and South Rice since they have been open, and asked that the City look into that.

Commissioner Saikin questioned whether the signage issue should be included as a condition to the request, and stated that he is in agreement with all the other conditions that have been mentioned. He mentioned that he would like to also add a condition that no music can be played on site. Commissioner Saikin then asked Mr. Chang if he has ever put any sort of noise dampening device on the compressors and vacuums at any of his other sites.

Mr. Chang stated that he has not. He added that they really don't make that much noise, but that he's sure that there is something that he can use to encapsulate them with.

Commissioner Nelson again mentioned decreasing the allowable decibel level.

Chairman Gordon stated that the challenge then becomes determining what that number is.

Commissioner Klug questioned whether the noise issue would be addressed by the addition of the masonry wall.

Ms. Parcus agreed that this was the intention of staff in recommending that the retractable gate be replaced with a masonry wall.

Chairman Gordon asked how many vacuums the applicant is planning on having on site.

Mr. Chang informed the Commission that there would be two vacuums.

After further discussion, the Commission determined that the recommended masonry wall would take care of both the buffering and noise requirements for the site.

Chairman Gordon asked what the rear setback of the property is. He stated that it looks like 10 feet on the survey.

Ms. Parcus stated that 10 feet is correct.

Chairman Gordon asked if the wall would be placed at the property line.

Ms. Parcus confirmed that it would have to go on the property line, or at least somewhere within the property. It would not be allowed to be installed in the ROW. She added that staff also looked at requiring additional landscaping on the other side of the wall, but didn't feel that there was adequate room available.

Commissioner Saikin asked for confirmation from staff that the wall is the best buffer.

Ms. Parcus confirmed this, and explained that it takes care of both the noise issue and the buffering requirements at the same time.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

A motion was then made by Commissioner Klug and seconded by Commissioner Taylor to amend the previous motion to include the following conditions:

1. That the retractable gate, proposed to be installed parallel to the alley on the south side of the property, be replaced by an 8 foot masonry wall running the entire length of the southern perimeter, in order to meet screening/buffering requirements, as well as to address concerns regarding noise pollution.

2. That landscaping is installed along the Bissonnet frontage, in accordance with Section 24-513 of the City of Bellaire Code of Ordinances. The applicant will be required to work with the Development Services Staff to ensure that the installation of landscaping will not cause any visibility issues.

3. That the applicant installs "Right-in, Right-out" signage, and verifies that a safe-right turning movement is possible into the property off of Bissonnet Street.

4. That the hours of operation be limited to 9:00am-6:00pm, 7 days a week.

5. That the property maintains a total of eight (8) striped parking spaces.

6. That the use of a PA system or speakers on the property be prohibited.

Vote: the motion passed with a vote of 6-0.
Vote on the first motion to approve the SUP: 6-0.

RESULT:	**APPROVED WITH CONDITIONS [UNANIMOUS]**
MOVER:	John T. Klug, Commissioner
SECONDER:	Weldon Taylor, Commissioner
AYES:	Baker, Saikin, Gordon, Taylor, Klug, Nelson
ABSENT:	Axelrad

B. Approval of the Commission's Report and Recommendation to City Council regarding a specific use permit at 5235 Bellaire Boulevard.

Ms. Parcus assured the Commission that the conversation during consideration of the item, along with all of the conditions will be added to the Report.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	John T. Klug, Commissioner
SECONDER:	Mike Baker, Commissioner
AYES:	Baker, Saikin, Gordon, Taylor, Klug, Nelson
ABSENT:	Axelrad

VII. COMMITTEE REPORTS

There were no committee reports.

VIII. CORRESPONDENCE

There was no correspondence.

Attachment: PZ Materials (2542 : Public Hearing-SUP-5235 Bellaire Blvd)

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

SCHEDULED
ACTION ITEM (ID # 2681)

Meeting: 10/15/18 05:45 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 2681

Item Title:

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

Background/Summary:

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

SCHEDULED
ACTION ITEM (ID # 2645)

Meeting: 10/15/18 05:45 PM
Department: Finance Administration
Category: Report
Department Head: Terrence Beaman
DOC ID: 2645

Item Title:

Monthly Financial Report for the Period Ending August 31, 2018 - Submitted by Terrence Beaman, Chief Financial Officer.

Background/Summary:

In accordance with the Charter of the City of Bellaire, Article VII, Section 4, Paragraph 3, please find attached the monthly financial report for the month of August for FY 2018.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

ATTACHMENTS:

- AUGUST 2018 MONTHLY REPORT (PDF)

City of Bellaire

Monthly Financial Report

For the period ended August 31, 2018

City of Bellaire

Finance

To: Paul A. Hofmann, City Manager

From: Terrence Beaman, Chief Financial Officer

Date: October 15, 2018

Subject: Financial Analysis for Eleven Months Ended August 31, 2018

This financial analysis compares the actual year-to-date revenues and expenditures of the General Fund, Enterprise Fund, and Debt Service Fund to their respective allocated budgets.

The allocated budget accounts for cyclical trends in revenues and expenditures versus allocating a straight 1/12 of the annual budget per month. The allocated budget is based on the actual revenue/expenditures incurred by month as a percentage of the total revenue/expenditures incurred by year for the most recent five years.

GENERAL FUND

General Fund Revenues:

FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$20,783,835	$20,263,993	$20,380,888	$116,896

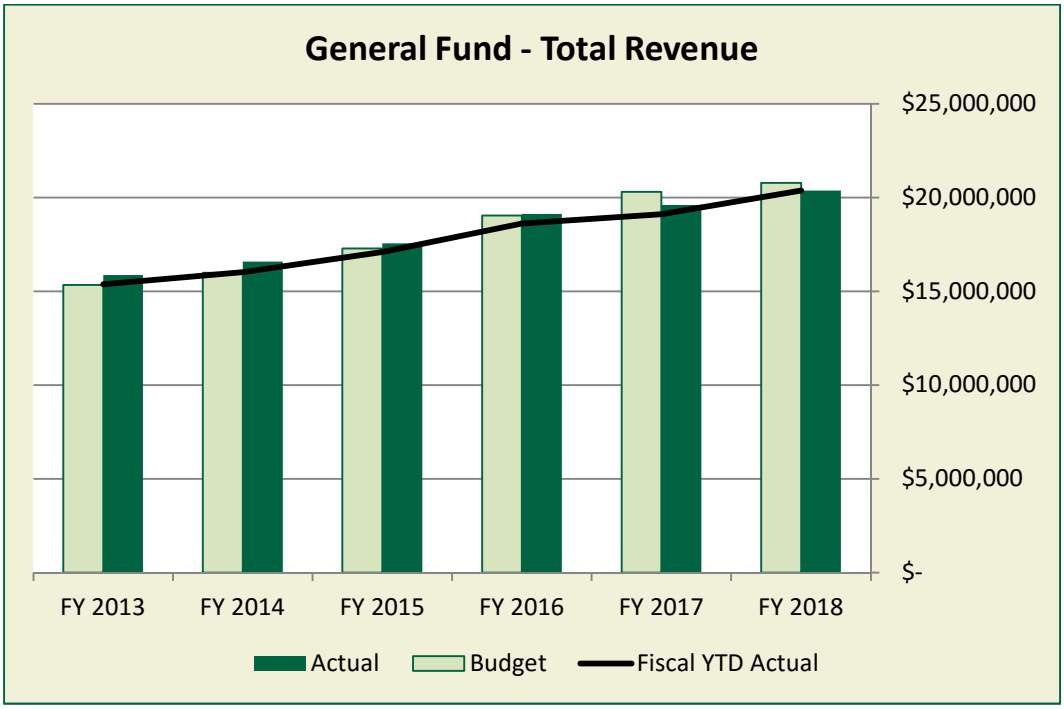
For the eleven months ended August 31, 2018, the General Fund collected 98% of its total budgeted revenues and is over its allocated budget by $116,896, or 1%.

The following table shows the individual revenue categories and each category's contribution to the $116,896 variance.

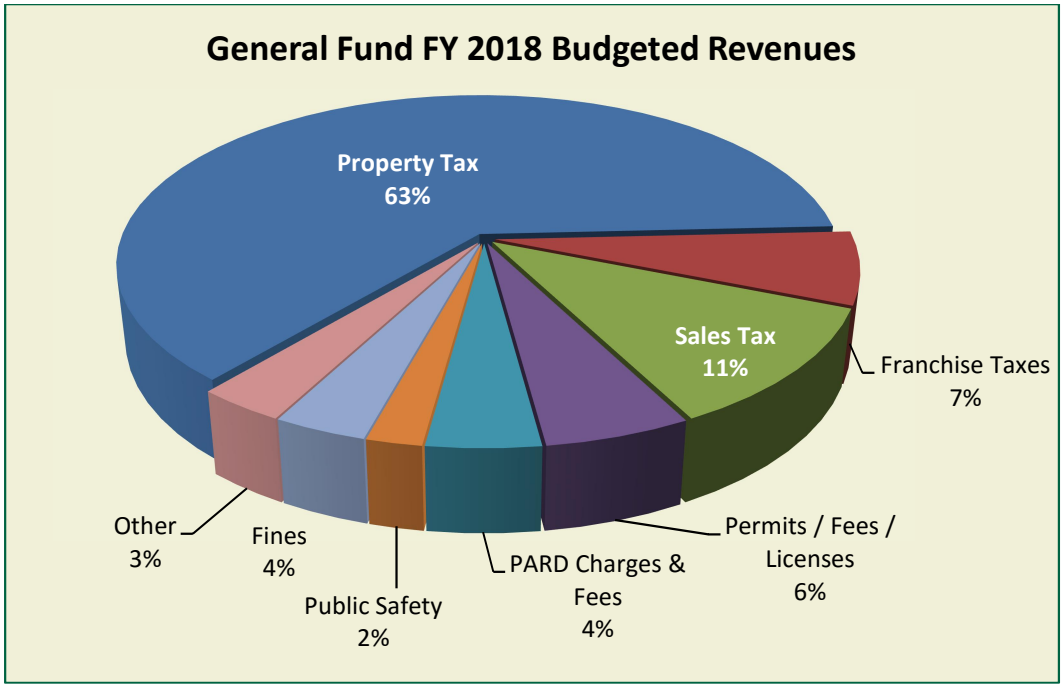
Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Revenue Category	FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
Property Tax	$13,118,646	$13,110,304	$13,089,038	($21,267)
Franchise Tax	1,424,734	1,354,004	1,387,583	33,579
Sales Tax	2,348,555	2,162,358	2,173,317	10,959
Permits/Fees/Licenses	1,143,400	1,058,190	1,155,730	97,540
PARD Charges & Fees	887,400	854,220	815,765	(38,455)
Public Safety	436,400	402,497	329,978	(72,519)
Fines	730,000	677,833	576,918	(100,916)
Other	694,700	644,586	852,560	207,974
Total	$20,783,835	$20,263,993	$20,380,888	$116,896

A discussion of individual revenue categories follows the discussion of total revenues.

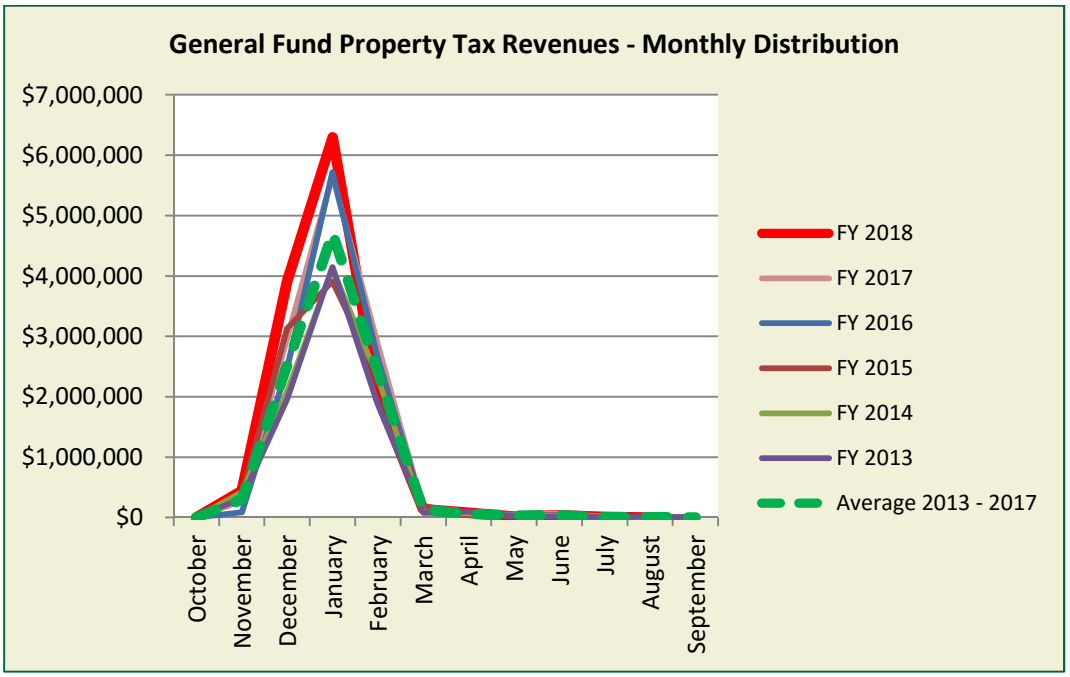


Property tax makes up the largest category of revenue in the General Fund at 63% of all FY 2018 budgeted revenues, followed by sales tax at 11% and franchise taxes at 7%.



Property Tax

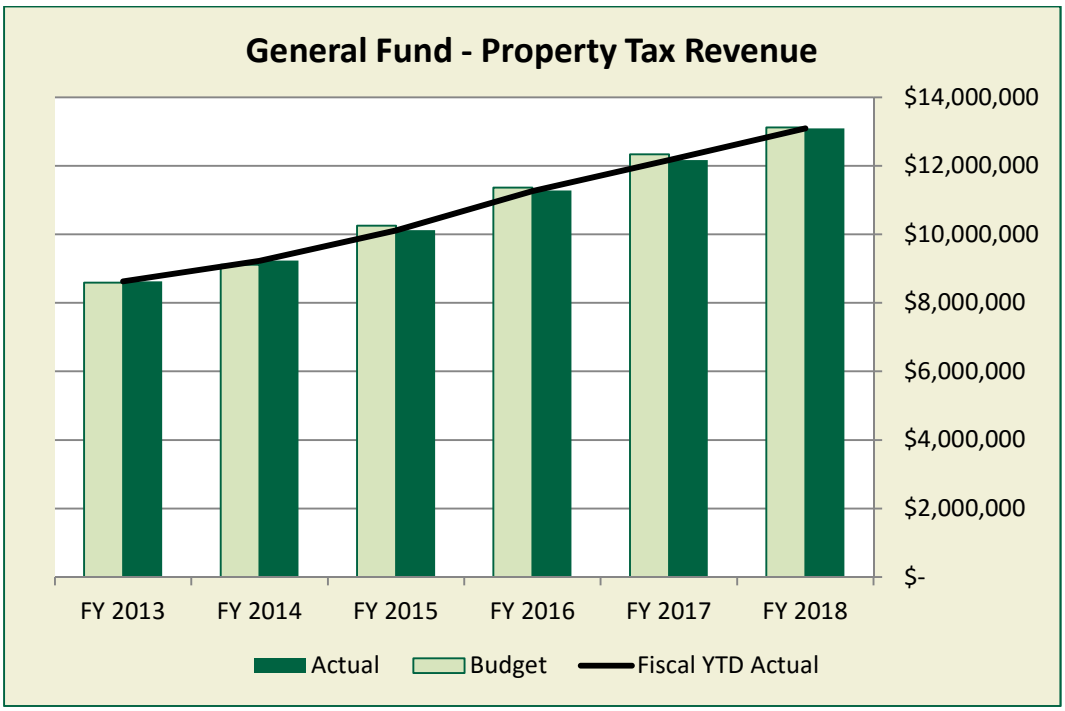
The timing of property tax collections is driven by the January 31 due date, after which penalties are incurred. As reflected in the following chart, Property taxes are weighted heavily toward the December to February time period due to the aforementioned due date.



The City collected 100%, or $13,089,038, of its budgeted property tax revenue during the eleven months ended August 31, 2018, which is under the allocated budget by $21,267, or 0%.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

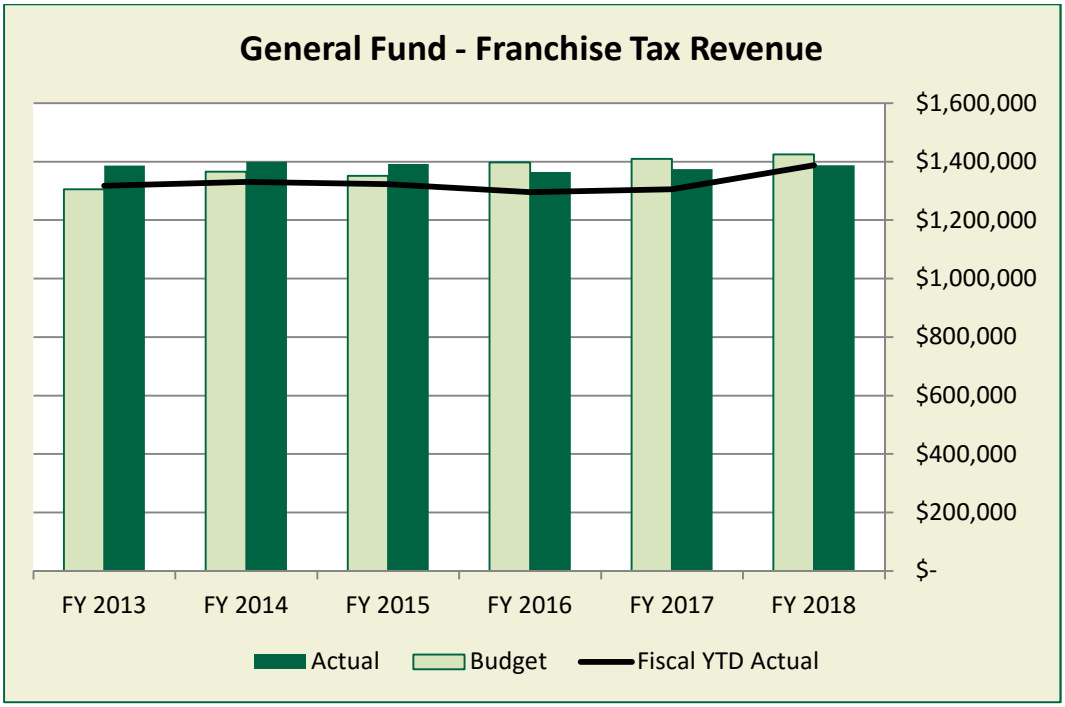
FY 2018 property taxes are budgeted for $13.1 million, an increase of $0.8 million over FY 2017's $12.3 million. The budgeted increase in property taxes is driven by a general tax rate increase of $0.0127 per $100 of assessed value, or 5.0%, and a 1.9% increase in taxable values.



Franchise Taxes

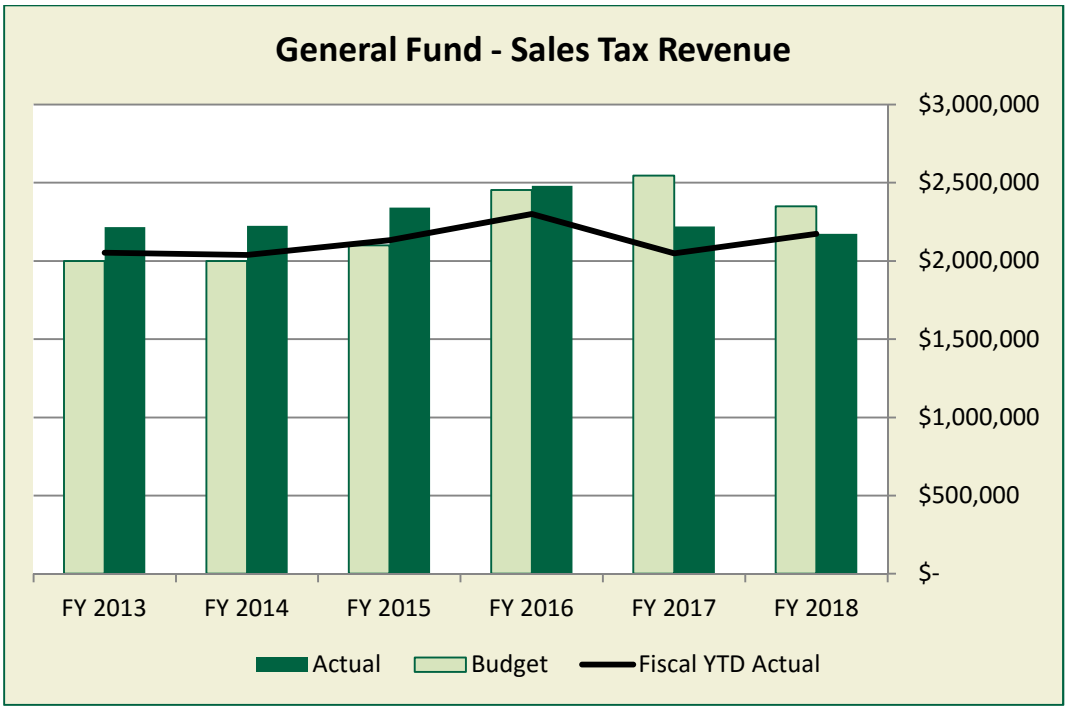
Franchise taxes of $1,387,583 for the eleven months ended August 31, 2018 are over the allocated budget by $33,579, or 2%. Electric franchise tax payments are generally received monthly. Gas, telephone, and cable franchise tax payments are generally received quarterly.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)



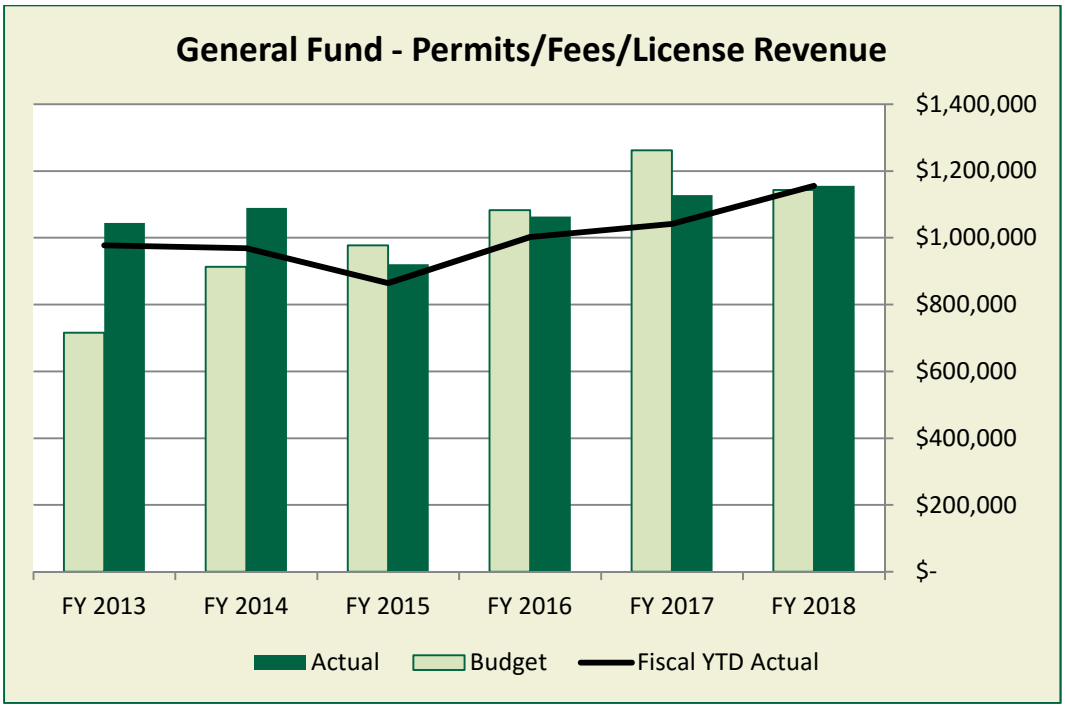
Sales Tax

Sales tax revenue of $2,173,317 for the eleven months ended August 31, 2018, is over the allocated budget by $10,959, or 1%.

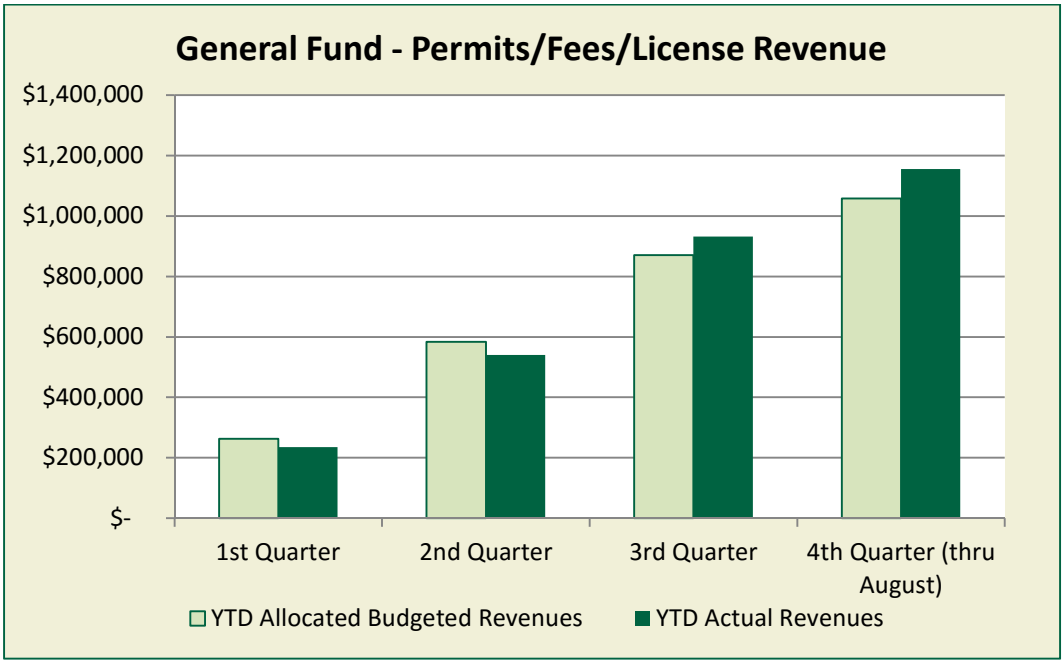


Permits, Fees, and Licenses

Development permits, fees, and licenses of $1,155,730 are over the allocated budget by $97,540, or 9%.

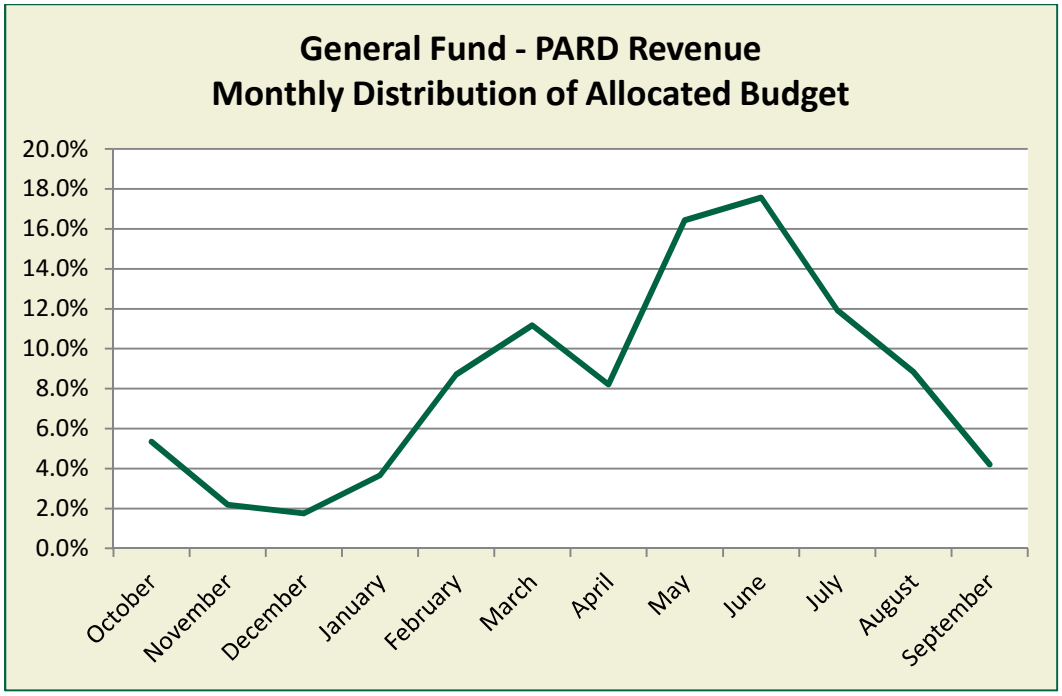


A resurgence in permit and fee revenue in the third and fourth quarters are responsible for the over-budget variance. Early in the year, Hurricane Harvey had a negative impact on permits and fee revenue, but as flooded properties were sold and developers began a wave of new construction, permit and fee revenue rebounded. As illustrated in the following chart, on a year-to-date basis, revenue trailed allocated budget in the first and second quarters but exceeded allocated budget in the third and fourth quarters.

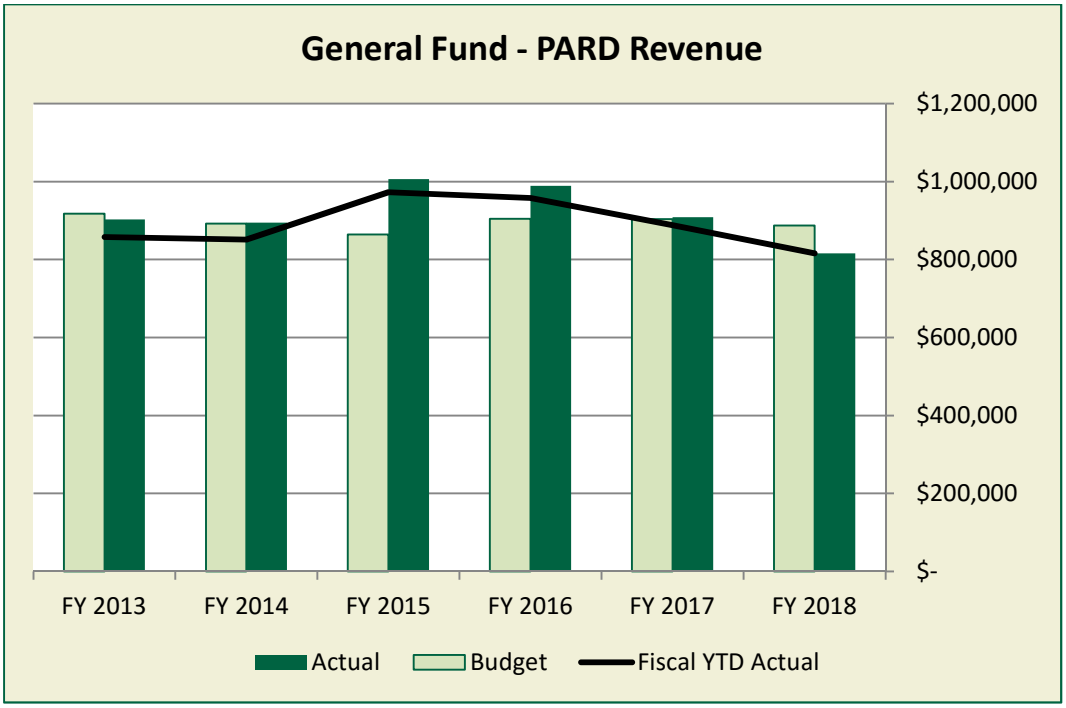


PARD Charges & Fees

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



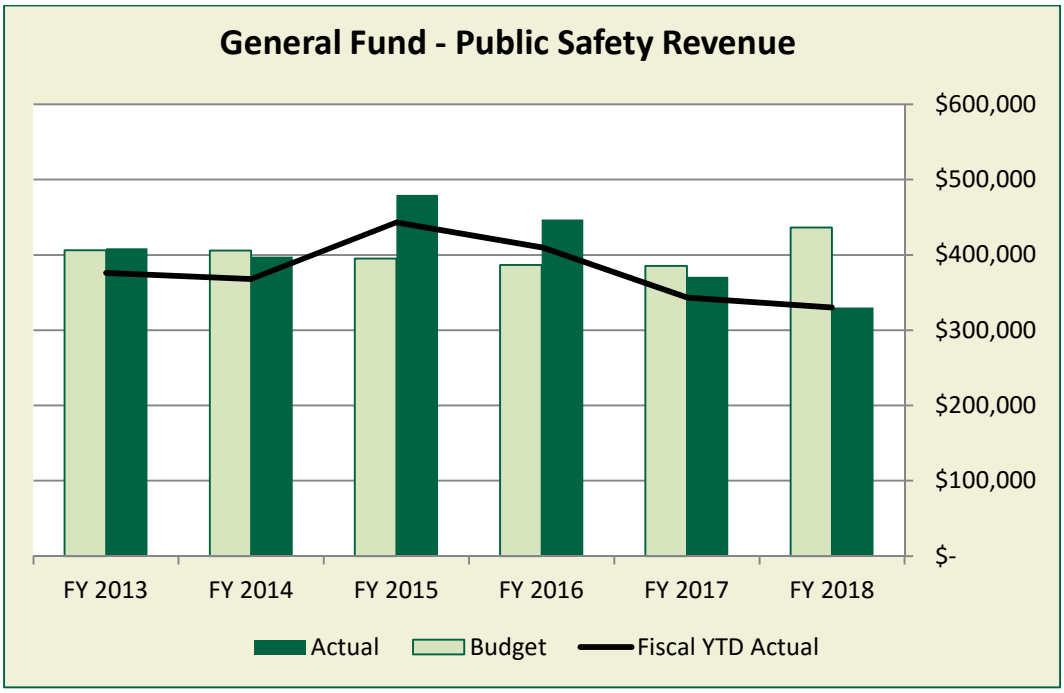
Parks and Recreation fees of $815,765 are under the allocated budget by $38,455, or 5%.



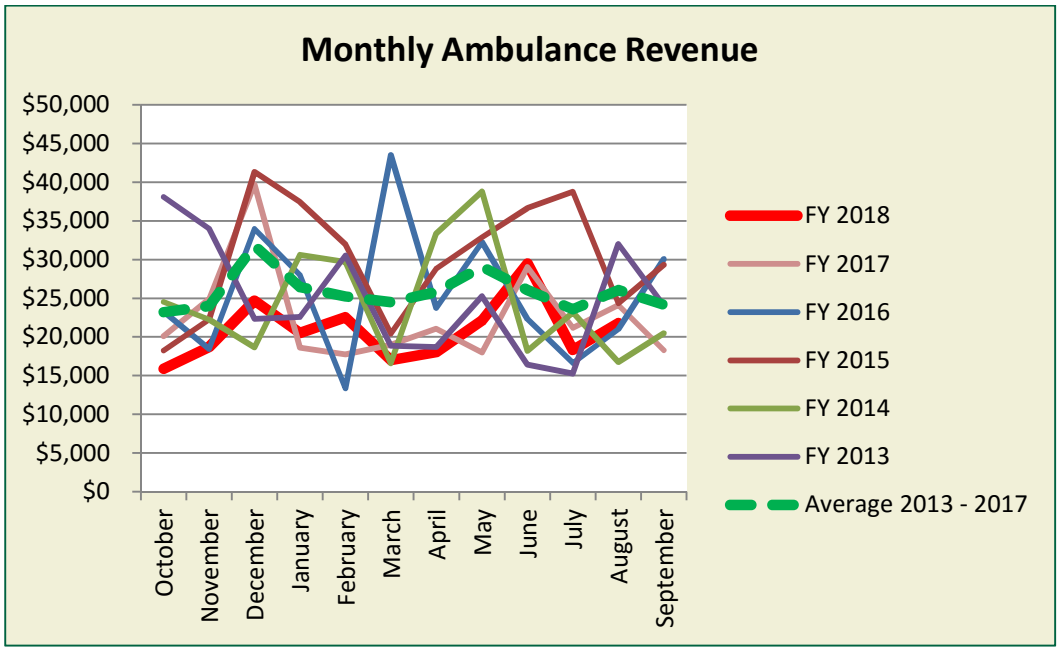
Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Public Safety

Public Safety revenue of $329,978 is under the allocated budget by $72,519, or 18%.

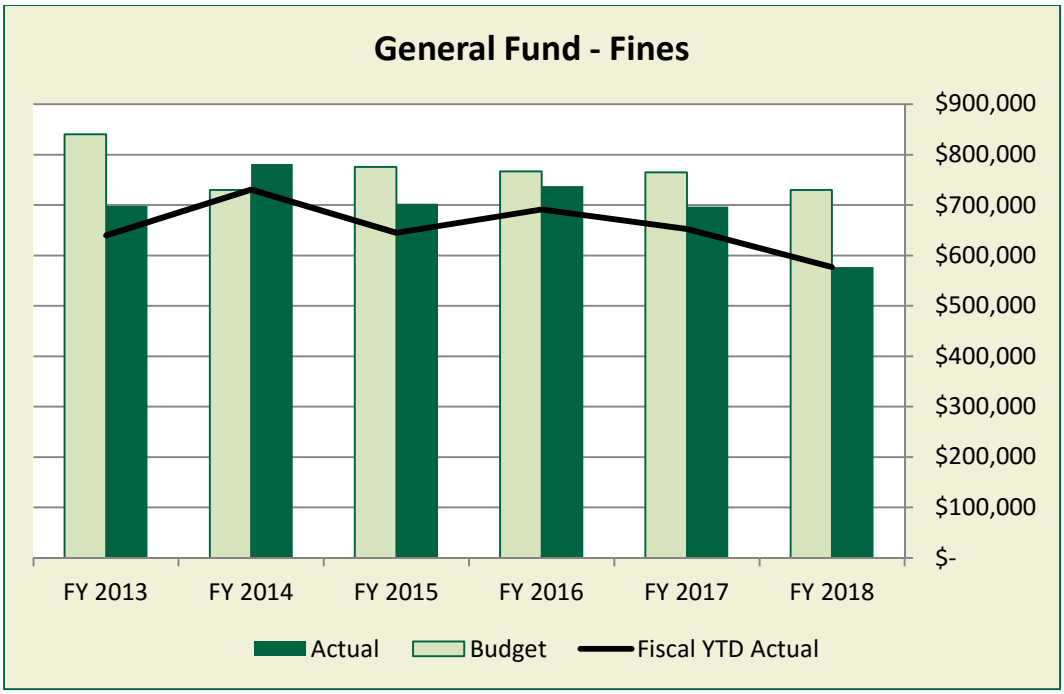


Ambulance fees make up 80% of the public safety revenue budget. As reflected in the following chart, ambulance fees are volatile from month-to-month. Ambulance fees appear to be following seasonal trends, but trailing historical averages and the budget. We expect this trend to continue; therefore, we reduced our FY 2018 projections for public safety revenues by $87,000, or 20%, to $347,000.

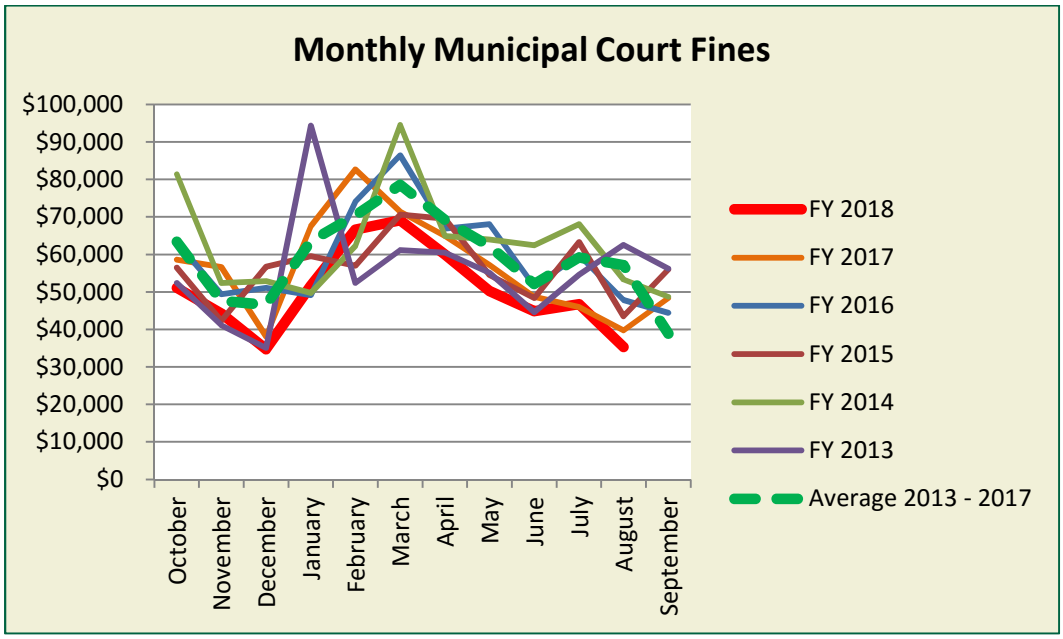


Fines

Fines revenue of $576,918 is under the allocated budget by $100,916, or 15%.



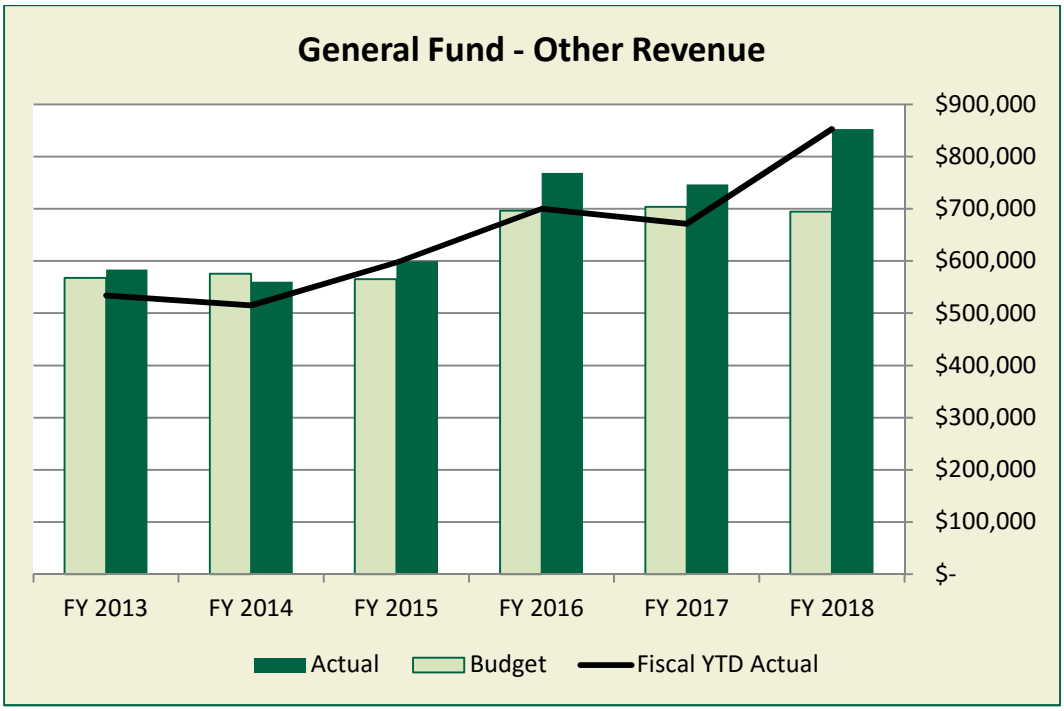
Municipal court fines make up 96% of the fines revenue budget. As reflected in the following chart, municipal court fines are generally peak around March and are generally lowest in September. Municipal court fines appear to be following seasonal trends, but trailing historical averages and the budget. We expect this trend to continue; therefore, we reduced our FY 2018 projections for fines revenues by $98,500, or 13.5%, to $631,500.



Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Other

Other revenues of $852,560 are over the allocated budget by $207,974, or 32%.



As illustrated in the following table, reimbursements related to Hurricane Harvey, including $79,437 of unbudgeted insurance reimbursements and $18,605 of unbudgeted FEMA reimbursements, are the largest contributors to the variance. Additionally, interest income substantially exceeds budget due to higher than projected interest rates.

Other Revenues Account Detail				
G/L Account Classification	FY 2018 Budget	YTD Actual	Actual as % of Budget	% of FY Complete
Reimbursements - Insurance	$10,000	$89,437	894%	92%
Reimbursements - FEMA	0	18,605	n/a	92%
Interest	35,000	93,623	267%	92%
All Other Categories	649,700	650,895	100%	92%
Total	$694,700	$852,560	123%	92%

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

General Fund Expenditures:

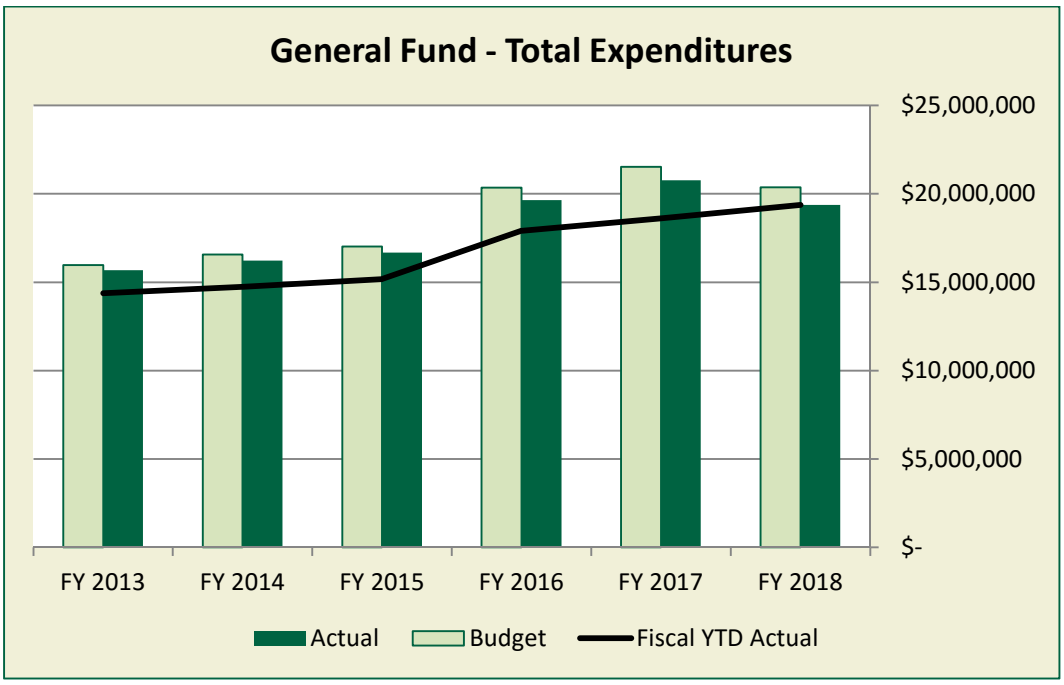
FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$20,359,848	$18,486,731	$19,379,570	$892,839

For the eleven months ended August 31, 2018, the General Fund expended 95% of its total budgeted expenditures and is over its allocated budget by $892,839, or 5%.

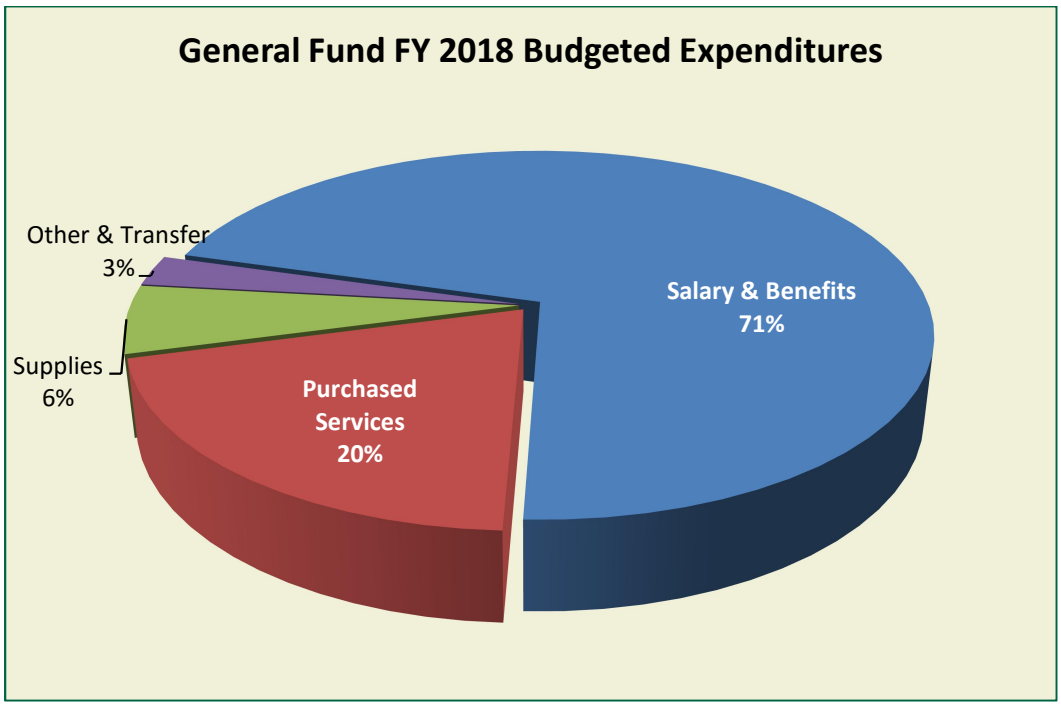
As reflected in the following table, the expenditure category causing the majority of the variance from allocated budget is non-payroll disaster related expenditures, which is over the allocated budget by $1,763,174. This expenditure category includes all Hurricane Harvey related expenditures other than payroll.

Expenditure Category	FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
Salaries & Benefits	$14,495,815	$13,305,397	$12,978,986	($326,411)
Purchased Services	4,110,441	3,637,385	3,182,479	(454,905)
Supplies	1,212,641	1,045,444	962,217	(83,227)
Other/Transfers	540,951	498,505	492,713	(5,792)
Non-Payroll Disaster	-	-	1,763,174	1,763,174
Total	$20,359,848	$18,486,731	$19,379,570	$892,839

A discussion of individual expenditure categories follows the discussion of total expenditures.

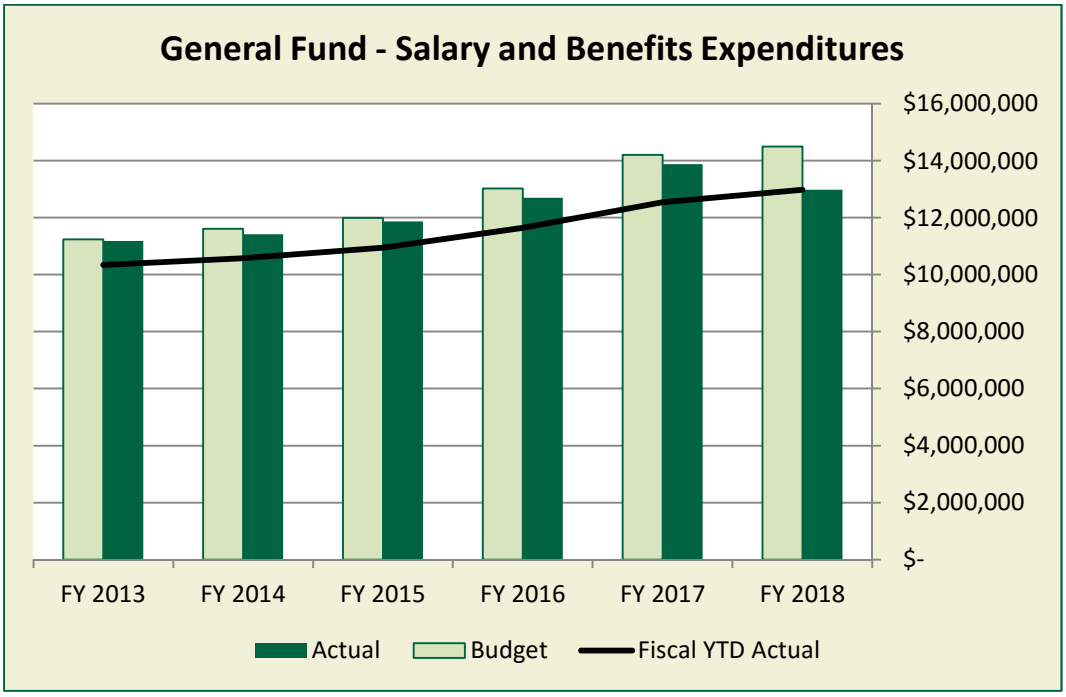


Salaries and benefits make up the largest category of expenditures in the General Fund at 71% of all FY 2018 budgeted expenditures, followed by purchased services at 20%.



Salary and Benefits

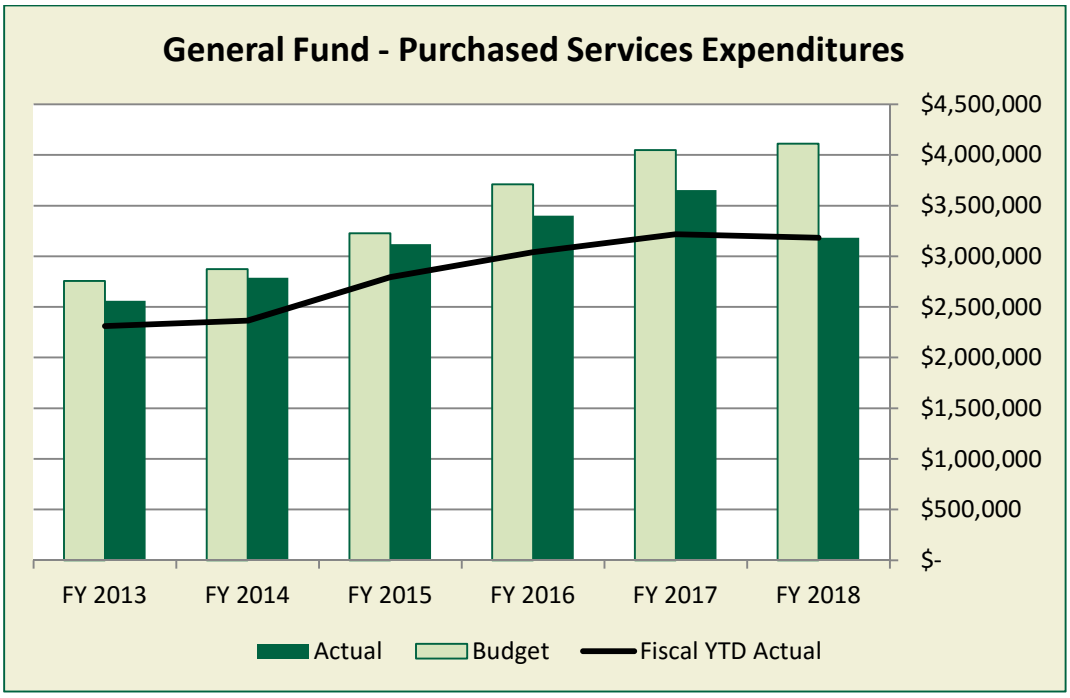
Salary and benefits of $12,978,986 are under the allocated budget by $326,411, or 2%.



Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Purchased Services

Purchased services of $3,182,479 are under the allocated budget by $454,905, or 13%.



Some of the larger departmental level variances contributing to purchased services expended during the eleven months ended August 31, 2018 being below the FY 2018 allocated budget include:

- City Manager's Office – Other professional expenditures were $10,232 for the eleven months ended August 31, 2018. Over the past five years, the City Manager's Office has incurred an average of 65% of the full year expenditures for other professional services by August 31; however, as of August 31, 2018 it has only spent 41% of its FY 2018 $24,800 budget. This translates into an under-allocated budget variance of approximately $5,811. The annual budget includes $9,800 for a council facilitator for the May pre-budget planning session, $2,500 related to the Bellaire Citizens Academy, and $12,500 for other professional services.

- Human Resources – Hiring activities expenditures were $7,849 for the eleven months ended August 31, 2018. Over the past five years, the Human Resources department has incurred an average of 86% of the full year expenditures for hiring activities by August 31; however, as of August 31, 2018 it has only spent 60% of its FY 2018 $13,000 budget. This translates into an under-allocated budget variance of approximately $3,341.

- Information Technology – IT maintenance expenditures were $2,073 for the eleven months ended August 31, 2018. Over the past five years, the Information Technology department has incurred an average of 93% of the full year expenditures for IT maintenance by August 31; however, as of August 31, 2018 it has only spent 41% of its FY

2018 $5,000 budget. This translates into an under-allocated budget variance of approximately $2,591.

- Information Technology – Communications maintenance expenditures were $1,683 for the eleven months ended August 31, 2018. Over the past five years, the Information Technology department has incurred an average of 92% of the full year expenditures for communications maintenance by August 31; however, as of August 31, 2018 it has only spent 17% of its FY 2018 $10,000 budget. This translates into an under-allocated budget variance of approximately $7,518.

- Development Services – Vehicle maintenance expenditures were $362 for the eleven months ended August 31, 2018. Over the past five years, the Development Services department has incurred an average of 99% of the full year expenditures for vehicle maintenance by August 31; however, as of August 31, 2018 it has only spent 16% of its FY 2018 $2,250 budget. This translates into an under-allocated budget variance of approximately $1,859.

- Fire – Other technical services expenditures were $21,618 for the eleven months ended August 31, 2018. Over the past five years, the Fire department has incurred an average of 90% of the full year expenditures for other technical services by August 31; however, as of August 31, 2018 it has only spent 46% of its FY 2018 $46,500 budget. This translates into an under-allocated budget variance of approximately $20,055. The other technical services annual budget includes $33,000 for EMS patient billing fees. The billing fees are based on ambulance billing collections, which are also under budget.

- Police – Other professional services expenditures were $5,908 for the eleven months ended August 31, 2018. Over the past five years, the Police department has incurred an average of 72% of the full year expenditures for other professional services by August 31; however, as of August 31, 2018 it has only spent 34% of its FY 2018 $17,450 budget. This translates into an under-allocated budget variance of approximately $6,718.

- Police – Rental equipment expenditures were $2,407 for the eleven months ended August 31, 2018. Over the past five years, the Police department has incurred an average of 94% of the full year expenditures for rental equipment by August 31; however, as of August 31, 2018 it has only spent 34% of its FY 2018 $7,155 budget. This translates into an under-allocated budget variance of approximately $4,311. This budget line item includes $5,630 for copier rental; however, the copier expenditures were centralized in IT in FY 2018.

- Police – Permits and licenses expenditures were $4,794 for the eleven months ended August 31, 2018. Over the past five years, the Police department has incurred an average of 97% of the full year expenditures for permits and licenses by August 31; however, as of August 31, 2018 it has only spent 67% of its FY 2018 $7,125 budget. This translates into an under-allocated budget variance of approximately $2,119.

- Parks (Maintenance) – Parks maintenance expenditures were $366,239 for the eleven months ended August 31, 2018. Over the past five years, the Parks department has incurred an average of 89% of the full year expenditures for parks maintenance by August 31; however, as of August 31, 2018 it has only spent 71% of its FY 2018 $515,684 budget. This translates into an under-allocated budget variance of approximately $90,809.

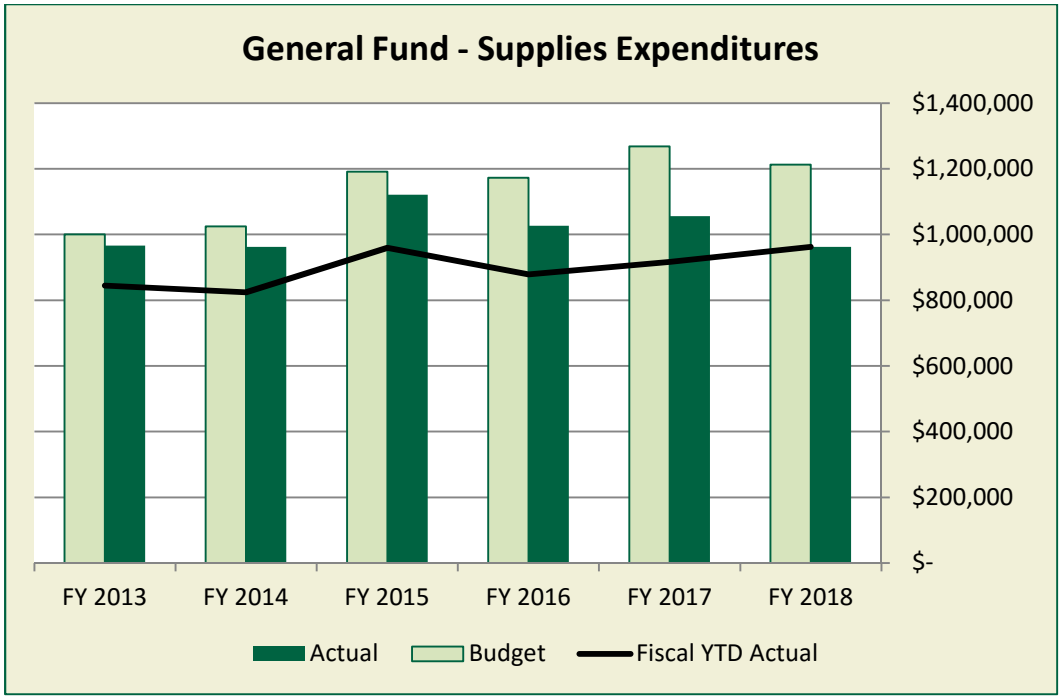
- Public Works (Streets) – Engineers, planners, arborists expenditures were $53,125 for the eleven months ended August 31, 2018. Over the past five years, the Public Works Streets division has incurred an average of 74% of the full year expenditures for engineers, planners, arborists by August 31; however, as of August 31, 2018 it has only spent 52% of its FY 2018 $103,000 budget. This translates into an under-allocated budget variance of approximately $23,461. This is a matter of timing of invoices for the City engineer.

- Public Works (Streets) – Vehicle maintenance expenditures were $23,261 for the eleven months ended August 31, 2018. Over the past five years, the Public Works Streets division has incurred an average of 93% of the full year expenditures for vehicle maintenance by August 31; however, as of August 31, 2018 it has only spent 86% of its FY 2018 $27,000 budget. This translates into an under-allocated budget variance of approximately $1,821.

- Public Works (Streets) – Paving maintenance expenditures were $19,305 for the eight months ended March 31, 2018. Over the past five years, the Public Works Streets division has incurred an average of 92% of the full year expenditures for paving maintenance by August 31; however, as of August 31, 2018 it has only spent 55% of its FY 2018 $35,000 budget. This translates into an under-allocated budget variance of approximately $12,986.

<u>Supplies</u>

Supplies of $962,217 are under the allocated budget by $83,227, or 8%.



Some of the larger departmental level variances contributing to supplies expended during the eleven months ended August 31, 2018 being below the FY 2018 allocated budget include:

- Information Technology – IT supplies expenditures were $15,238 for the eleven months ended August 31, 2018. Over the past five years, the Information Technology department has incurred an average of 83% of the full year expenditures for IT supplies by August 31; however, as of August 31, 2018 it has only spent 76% of its FY 2018 $20,000 budget. This translates into an under-allocated budget variance of approximately $1,431.

- Information Technology – Hardware and software expenditures were $66,176 for the eleven months ended August 31, 2018. Over the past five years, the Information Technology department has incurred an average of 90% of the full year expenditures for hardware and software by August 31; however, as of August 31, 2018 it has only spent 58% of its FY 2018 $115,000 budget. This translates into an under-allocated budget variance of approximately $37,092.

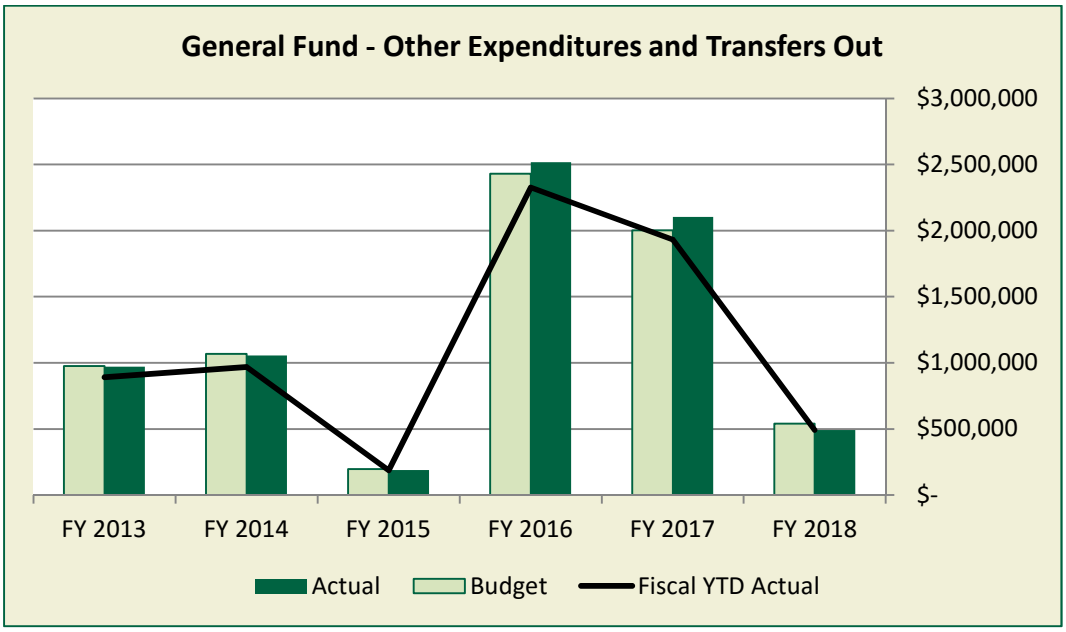
- Parks (Recreation) – Operating (miscellaneous) expenditures were $6,428 for the eleven months ended August 31, 2018. Over the past five years, the Parks Recreation division has incurred an average of 64% of the full year expenditures for operating (miscellaneous) items by August 31; however, as of August 31, 2018 it has only spent 38% of its FY 2018 $16,800 budget. This translates into an under-allocated budget variance of approximately $4,392.

- Parks (Aquatics) – Small tools and minor equipment expenditures were $2,678 for the eleven months ended August 31, 2018. Over the past five years, the Parks Aquatics division has incurred an average of 90% of the full year expenditures for small tools and

minor equipment by August 31; however, as of August 31, 2018 it has only spent 57% of its FY 2018 $4,700 budget. This translates into an under-allocated budget variance of approximately $1,557.

Other Expenditures and Transfers Out

The "other expenditures and transfers out" category is mainly the monthly transfers from the General Fund to (1) the Capital Improvement Fund and (2) the Vehicle and Equipment Replacement Fund. Other expenditures and transfers out in the eleven months ended August 31, 2018, of $492,713 are under the allocated budget by $5,792, or 1%.



Total budgeted transfers out of the General Fund are $492,926, or $41,077/month.

G/L Account Classification	FY 2018 Budget	Fiscal YTD Actual	Actual as % of Budget	% of FY Complete
740 – Operating Transfers Out	$492,926	$451,849	92%	92%
711 – Credit Card Fees	$41,000	$38,876	95%	92%
710 – Banking Charges	$7,025	$1,989	28%	92%
Total	$540,951	$492,713	91%	92%

Non-Payroll Disaster Related

Non-Payroll disaster related expenditures totaled $1,763,174 for the eleven months ended August 31, 2018. The "non-payroll disaster related" category is unbudgeted non-payroll expenditures related to Hurricane Harvey. Debris removal expenditures totaling $1,552,431 is the most significant item within this category.

ENTERPRISE FUND

Enterprise Fund Revenues:

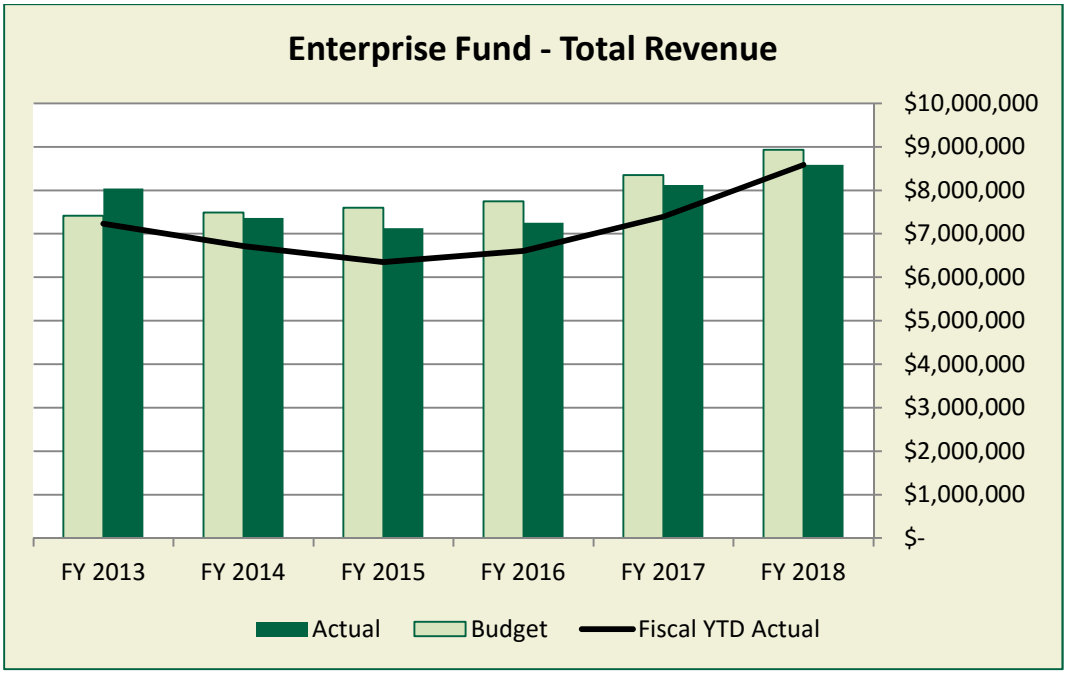
FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$8,932,118	$8,077,050	$8,589,258	$512,208

For the eleven months ended August 31, 2018, the Enterprise Fund collected 96% of its total budgeted revenues and is over its allocated budget by $512,208, or 6%.

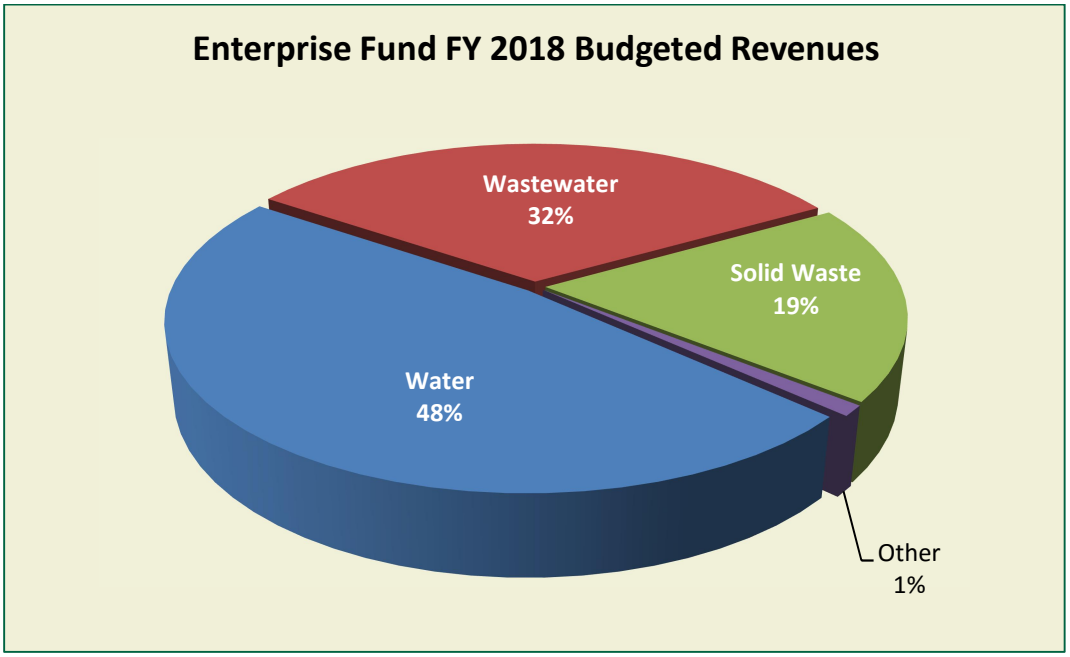
As reflected in the following table, the revenue categories causing the majority of the variance from allocated budget are water revenue and other revenues. Other revenues include $251,297 of unbudgeted insurance and FEMA proceeds related to Hurricane Harvey. If these revenue sources are excluded, the Enterprise Fund is over its allocated budget by $260,911, or 3%.

Revenue Category	FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
Water	$4,266,524	$3,805,752	$4,170,485	$364,733
Wastewater	2,891,394	2,644,848	2,507,625	(137,223)
Solid Waste	1,683,700	1,543,148	1,513,723	(29,425)
Other	90,500	83,302	397,425	314,123
Total	$8,932,118	$8,077,050	$8,589,258	$512,208

A discussion of individual revenue categories follows the discussion of total revenues.

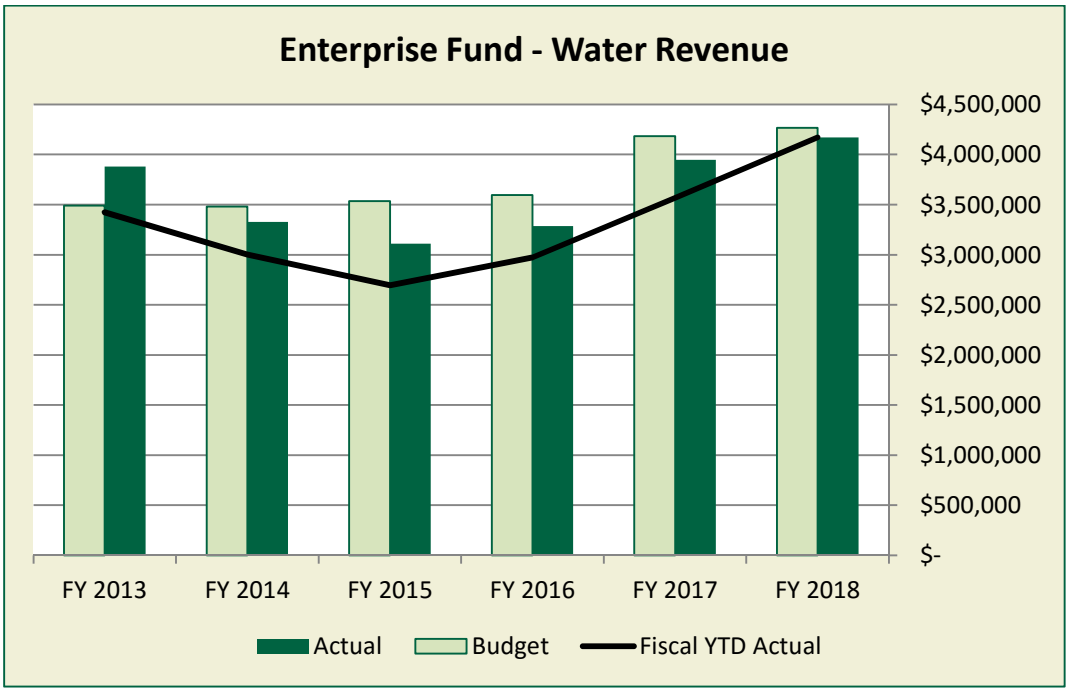


Sales of water makes up the largest category of revenues in the Enterprise Fund at 48% of all FY 2018 budgeted revenues, followed by charges for wastewater at 32%, and charges for solid waste at 19%.

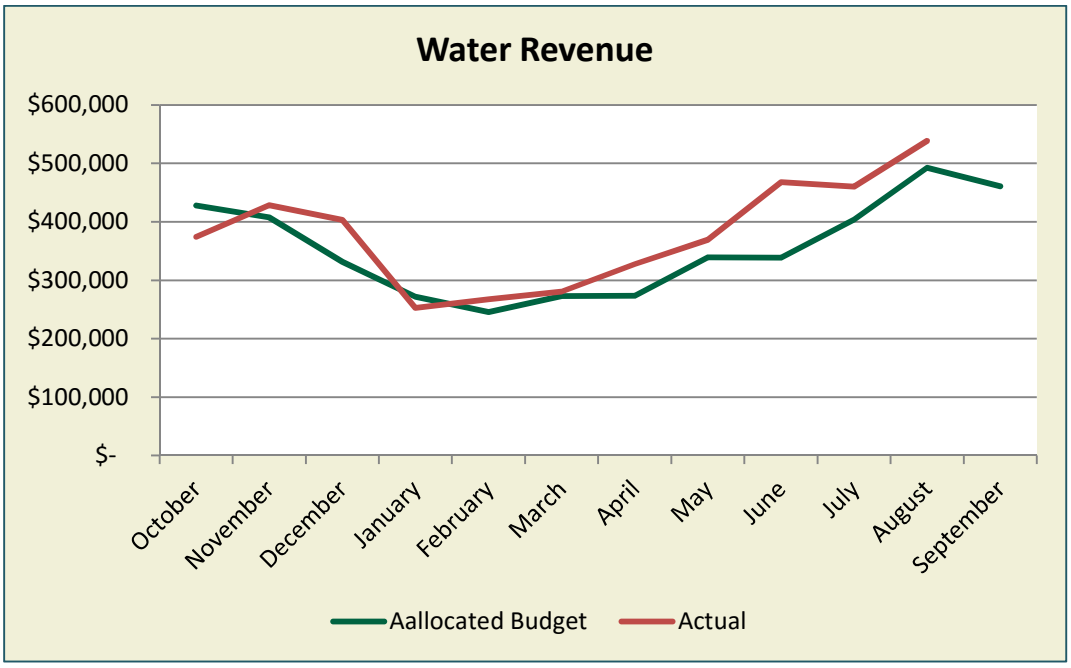


Water Revenue

Water revenue of $4,170,485 is above the allocated budget by $364,733, or 10%.



A significant portion of annual water sales is related is related to lawn irrigation. This results in seasonal revenues with the highest water revenue in the months of July through November as illustrated in the following graph.

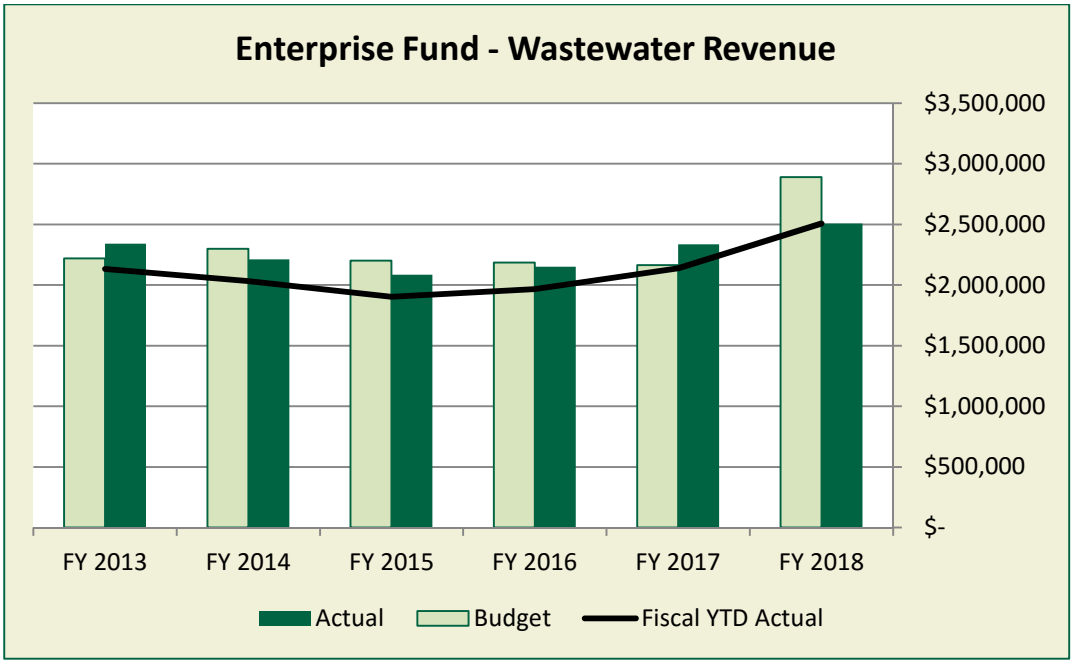


This year, we are 10% above allocated budget for water sales. Contributing to the overage is higher than expected lawn irrigation resulting from a dryer than normal year. As reflected in the following table, the cumulative rainfall this fiscal year is the lowest since FY 2013. Also potentially contributing is improved accuracy of the new water meters.

Rainfall (Inches)	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Cumulative thru August	25.82	52.43	65.44	68.80	121.28	33.02
Annual	30.06	59.05	70.83	70.95	123.77	

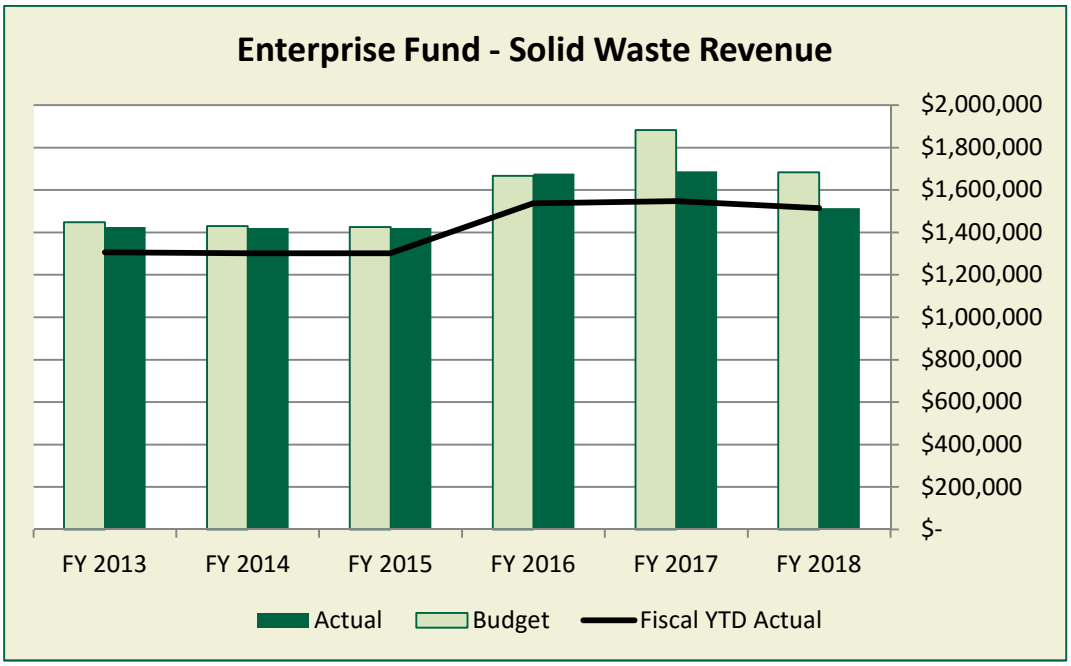
Wastewater Revenue

Wastewater revenue of $2,507,625 is under the allocated budget by $137,223, or 5%.



Solid Waste

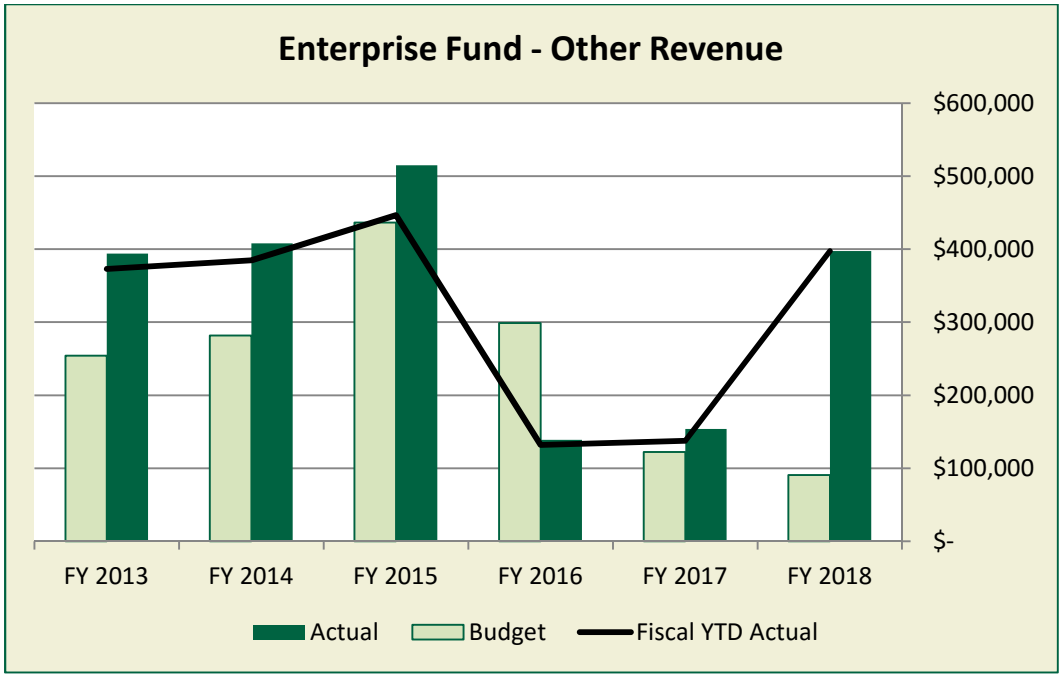
Solid Waste revenue of $1,513,723 is below the allocated budget by $29,425, or 2%.



Other

Other revenues of $397,425 are over the allocated budget by $314,123, or 377%.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)



As illustrated by the following table, $251,298 of unbudgeted insurance and FEMA reimbursements related to Hurricane Harvey account for the majority of the variance. Additionally, the City received $52,377 from surplus asset sales, far exceeding the budget of $5,000. Most of the surplus asset sales relate to proceeds from the sale of meters uninstalled as part of the meter replacement project.

Other Revenues Account Detail				
G/L Account Classification	FY 2018 Budget	YTD Actual	Actual as % of Budget	% of FY Complete
Reimbursements - Insurance	$0	$244,245	n/a	92%
Reimbursements - FEMA	0	7,053	n/a	92%
Sale of City Property	5,000	52,377	1,048%	92%
All Other Categories	85,500	93,751	110%	92%
Total	$90,500	$397,425	439%	92%

Enterprise Fund Expenses:

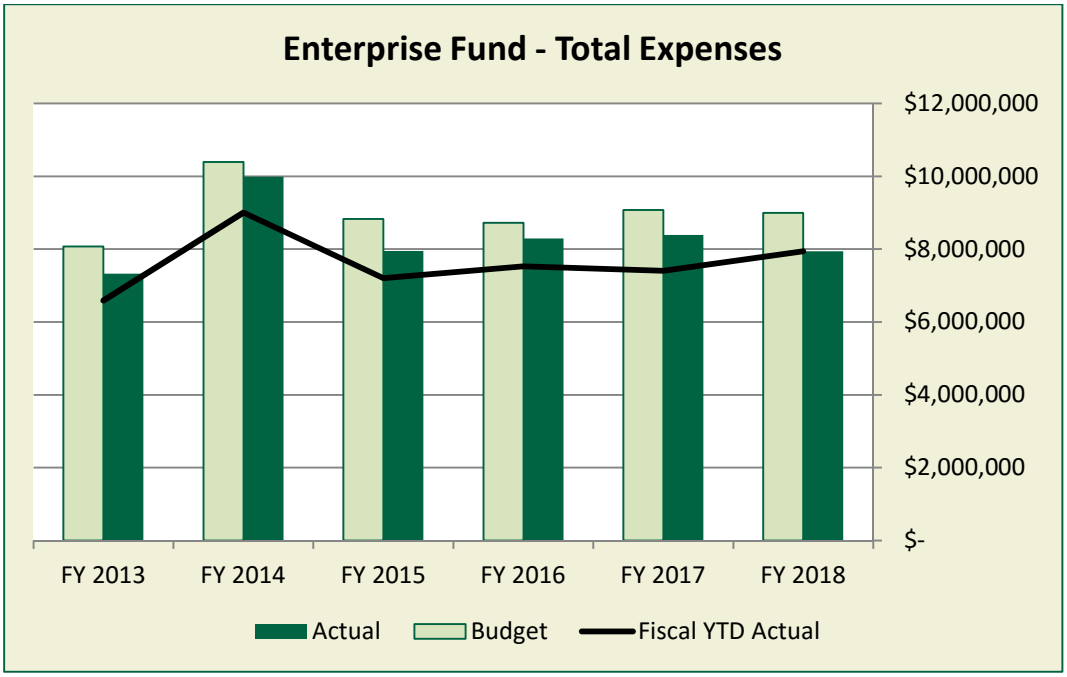
FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$8,990,787	$8,100,561	$7,942,874	($157,686)

For the eleven months ended August 31, 2018, the Enterprise Fund incurred 88% of its total budgeted expenses and is under its allocated budget by $157,686, or 2%.

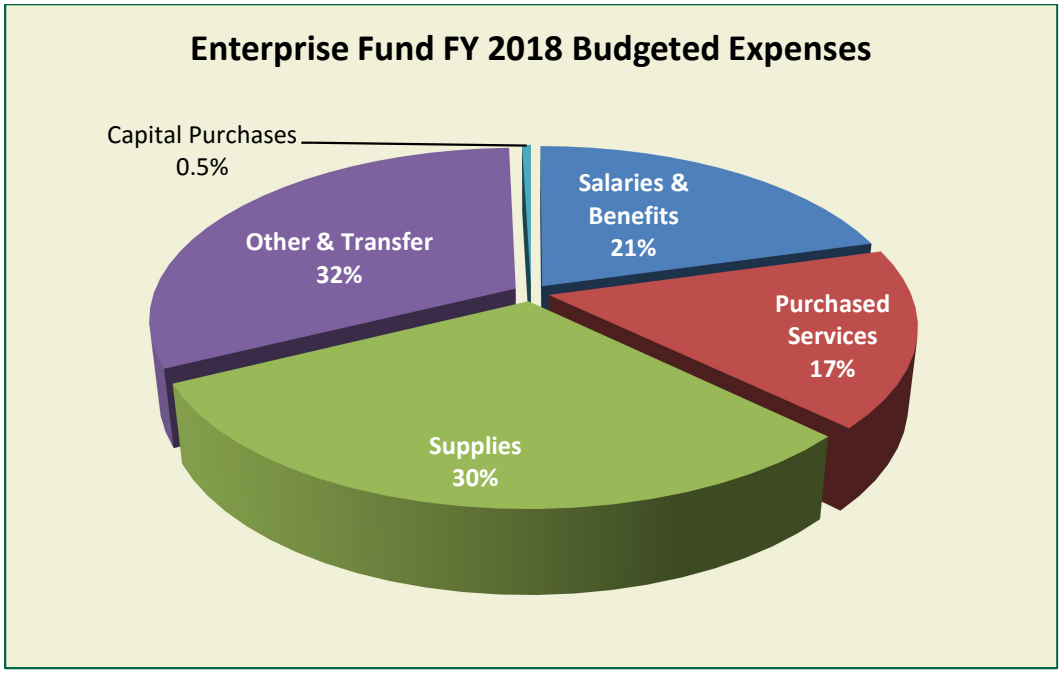
As reflected in the following table, the expense categories most responsible for the variance from allocated budget are supplies, which is under the allocated budget by $329,716, and non-payroll disaster related expenses, which is over the allocated budget by $190,939. The $212,247 under budget variance in salaries and benefits is offset by the $225,351 over budget variance in purchased services, which includes contract labor used to fill vancacies.

Expense Category	FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
Salaries & Benefits	$1,854,594	$1,690,798	$1,478,551	($212,247)
Purchased Services	1,491,676	1,273,927	1,499,278	225,351
Supplies	2,737,081	2,476,073	2,146,357	(329,716)
Other/Transfers	2,865,436	2,625,230	2,627,751	2,521
Capital Purchases	42,000	34,533	-	(34,533)
Non-Payroll Disaster	-	-	190,939	190,939
Total	$8,990,787	$8,100,561	$7,942,874	($157,686)

A discussion of individual expense categories follows the discussion of total expenses.

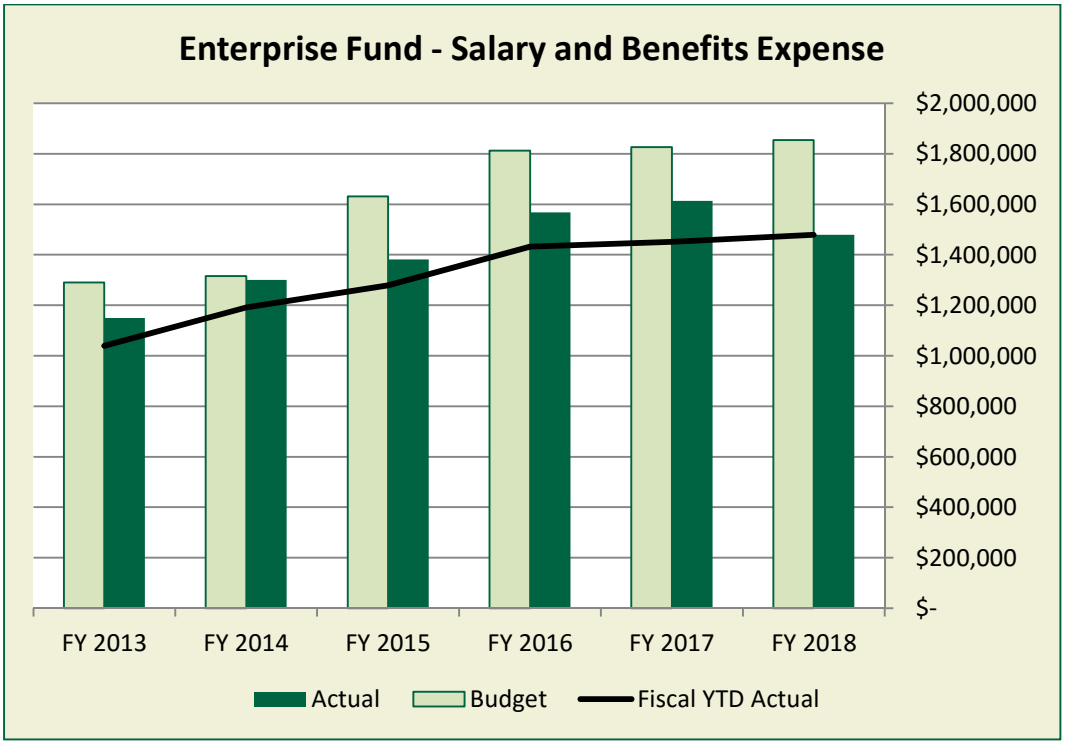


"Other expenses and transfers" makes up the largest category of expense in the Enterprise Fund at 32% of all FY 2018 budgeted expenses, followed by supplies, which includes water purchased from the City of Houston, at 30%. Other and transfers includes $14,000 of budgeted operational expenses and $2,851,436 of transfers out, including (1) $624,000 to the General Fund to reimburse overhead expenses, (2) $1,750,436 to the Debt Service Fund, (3) $357,000 to the Vehicle and Equipment Replacement Fund, and (4) $120,000 to the Capital Improvement Fund.



Salary and Benefits

Salary and benefits of $1,478,551 are under the allocated budget by $212,247, or 13%.

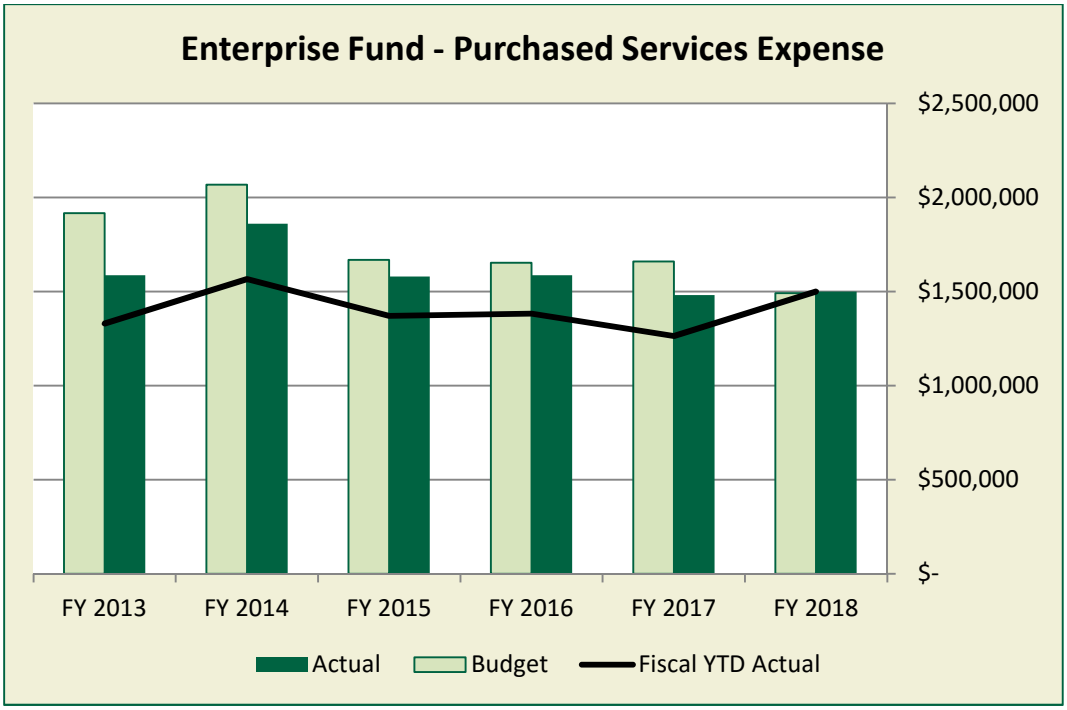


Salaries and benefits are under budget due to vacancies. Due to the vacancies, the Public Works department has supplemented the labor force using contract labor. The contract labor expense is reflected in the purchased services category.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Purchased Services

Purchased services of $1,499,278 are over the allocated budget by $225,351, or 18%.



Some of the larger divisional level variances contributing to purchased services expended during the eleven months ended August 31, 2018 being over the FY 2018 allocated budget include:

- PW (all divisions) – Contract labor expenditures were $212,755 for the eleven months ended August 31, 2018. Over the past five years, the Enterprise Fund Public Works department has incurred an average of 84% of the full year expenditures for contract labor by August 31; however, as of August 31, 2018 the department has spent 308% of its FY 2018 original $69,000 budget. This translates into an over-allocated budget variance of approximately $154,710. These expenditures are primarily a result of vacancies, which cause salaries and benefits to be under budget.

- PW (Water Production) – Well water maintenance expenditures were $90,650 for the eleven months ended August 31, 2018. Over the past five years, the Water Production division has incurred an average of 78% of the full year expenditures for well water maintenance by August 31; however, as of August 31, 2018 the City has spent 129% of its FY 2018 $70,000 budget. This translates into an over-allocated budget variance of approximately $36,013.

- PW (Water Production) – Water main maintenance expenditures were $129,045 for the eleven months ended August 31, 2018. Over the past five years, the Water Production division has incurred an average of 79% of the full year expenditures for water main maintenance by August 31; however, as of August 31, 2018 the City has spent 86% of its

FY 2018 $150,000 budget. This translates into an over-allocated budget variance of approximately $10,753.

- PW (Wastewater Collection) – Lift station maintenance expenditures were $62,137 for the eleven months ended August 31, 2018. Over the past five years, the Wastewater Collection division has incurred an average of 85% of the full year expenditures for lift station maintenance by August 31; however, as of August 31, 2018 the City has spent 132% of its FY 2018 $47,000 budget. This translates into an over-allocated budget variance of approximately $22,211.

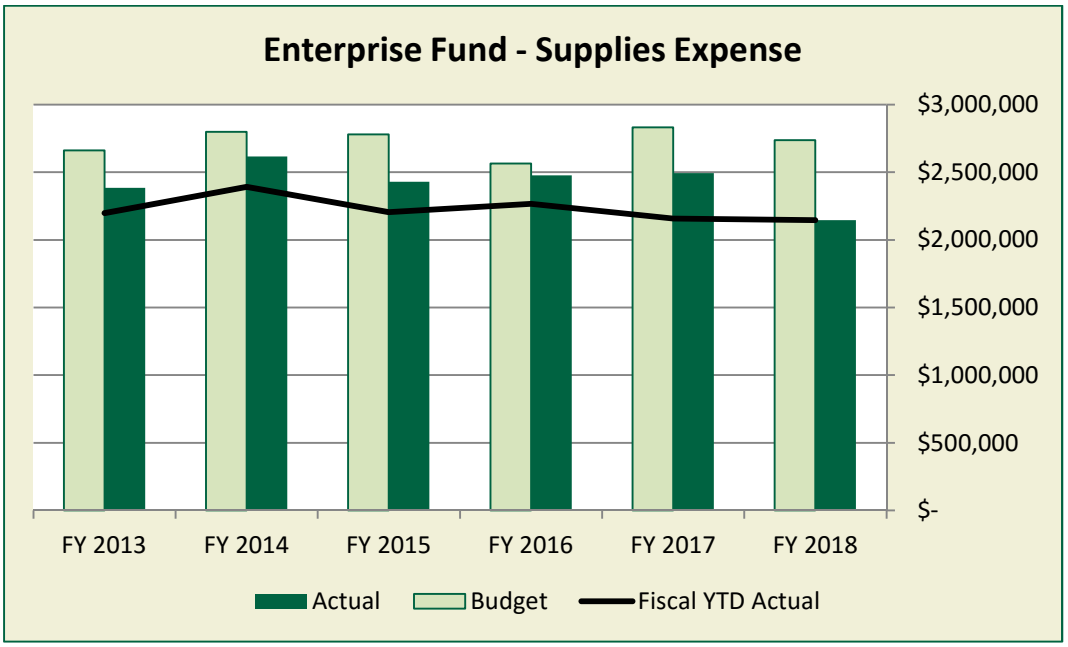
- PW (Wastewater Treatment) – Wastewater treatment plant maintenance expenditures were $100,986 for the eleven months ended August 31, 2018. Over the past five years, the Wastewater Treatment division has incurred an average of 72% of the full year expenditures for wastewater treatment plant maintenance by August 31; however, as of August 31, 2018 the City has spent 184% of its FY 2018 $55,000 budget. This translates into an over-allocated budget variance of approximately $61,652.

The above over-allocated budget situations have been partially offset by savings in other areas.

- PW (all divisions) – Vehicle maintenance expenditures were $125,406 for the eleven months ended August 31, 2018. Over the past five years, the Enterprise Fund Public Works department has incurred an average of 89% of the full year expenditures for vehicle maintenance by August 31; however, as of August 31, 2018 the City has spent only 73% of its FY 2018 $170,650 budget. This translates into an under-allocated budget variance of approximately $26,434.

Supplies

Supplies of $2,146,357 are under the allocated budget by $329,716, or 13%.



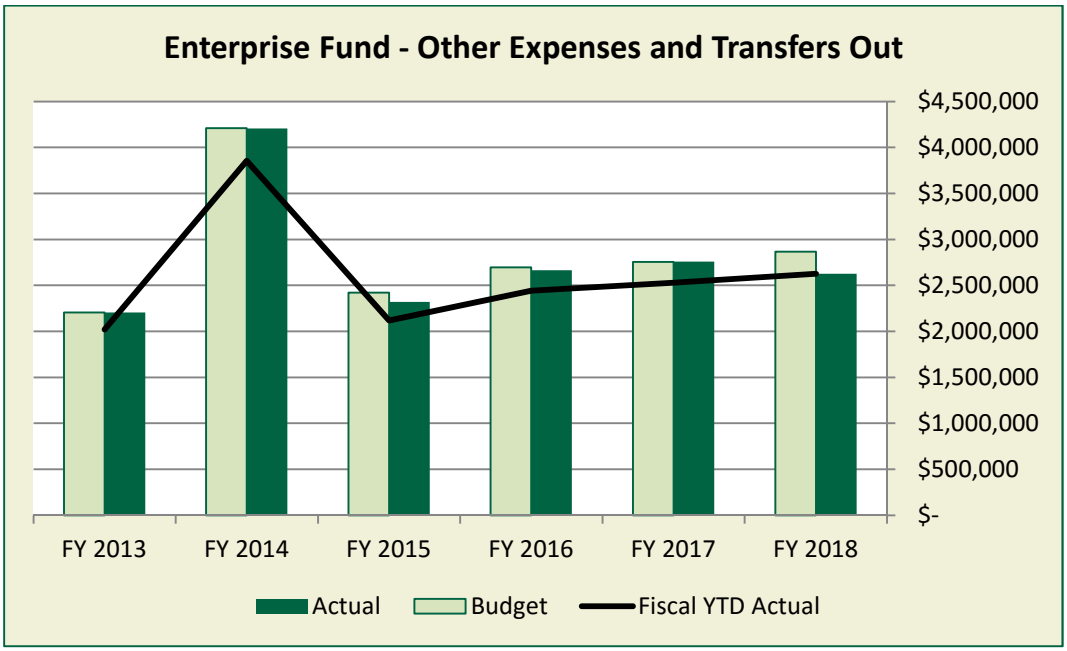
Supplies includes the cost of water purchased from the City of Houston and the cost of groundwater credits the City purchases from the Harris-Galveston Subsidence District related to water the City pumps from underground. Both of the costs are contributing to the supplies expenditure being under the allocated budget.

The $2,146,357 year-to-date August expense for water purchased from the City of Houston includes ten months of water purchases instead of eleven. Historically, October contained the expense related to water purchased in September. That caused us to do a year-end adjusting entry to accrue the expense into September, so at the end of FY 2017 we recorded the expense in September to avoid having a year-end adjustment. The payment for September 2017 water usage was $147,184.

The budget includes $170,800 for groundwater credits, which are typically purchased annually from the Harris-Galveston Subsidence District between November and March. The City determined it has an adequate inventory of groundwater credits on hand to forgo purchasing additional credits this fiscal year.

Other Expenses and Transfers Out

The "other expenses and transfers out" category is mainly the monthly transfers from the Enterprise Fund to (1) the General Fund, (2) the Debt Service Fund, (3) The Vehicle and Equipment Replacement Fund, and (4) the Capital Improvement Fund. Other expenses and transfers out in the eleven months ended August 31, 2018, of $2,627,751 are over the allocated budget by $2,521, or 0%.



Total budgeted transfers out of the Enterprise Fund are $2,851,436, or $237,620/month.

G/L Account Classification	FY 2018 Budget	Fiscal YTD Actual	Actual as % of Budget	% of FY Complete
740 – Operating Transfers Out	$2,851,436	$2,613,816	92%	92%
711 – Credit Card Fees	$14,000	$13,934	100%	92%
Total	$2,865,436	$2,627,751	92%	92%

Non-Payroll Disaster Related

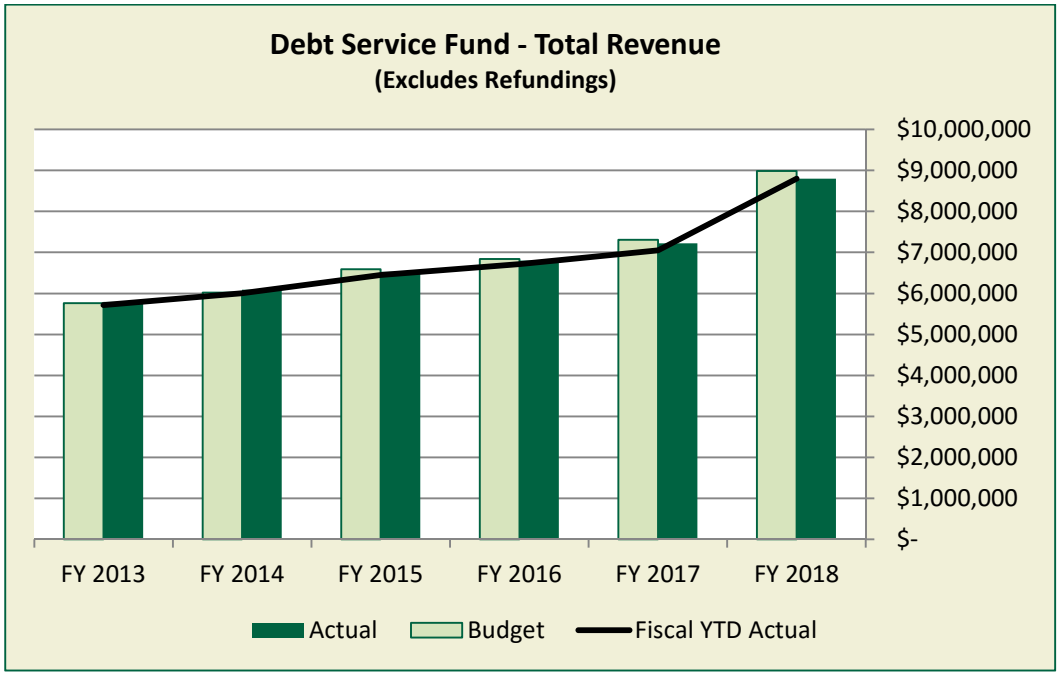
Non-Payroll disaster related expenses totaled $190,939 for the eleven months ended August 31, 2018. The "non-payroll disaster related" category is unbudgeted non-payroll expenses related to Hurricane Harvey. The most significant expenses in this category relate to the repair of the wastewater treatment plant.

DEBT SERVICE FUND

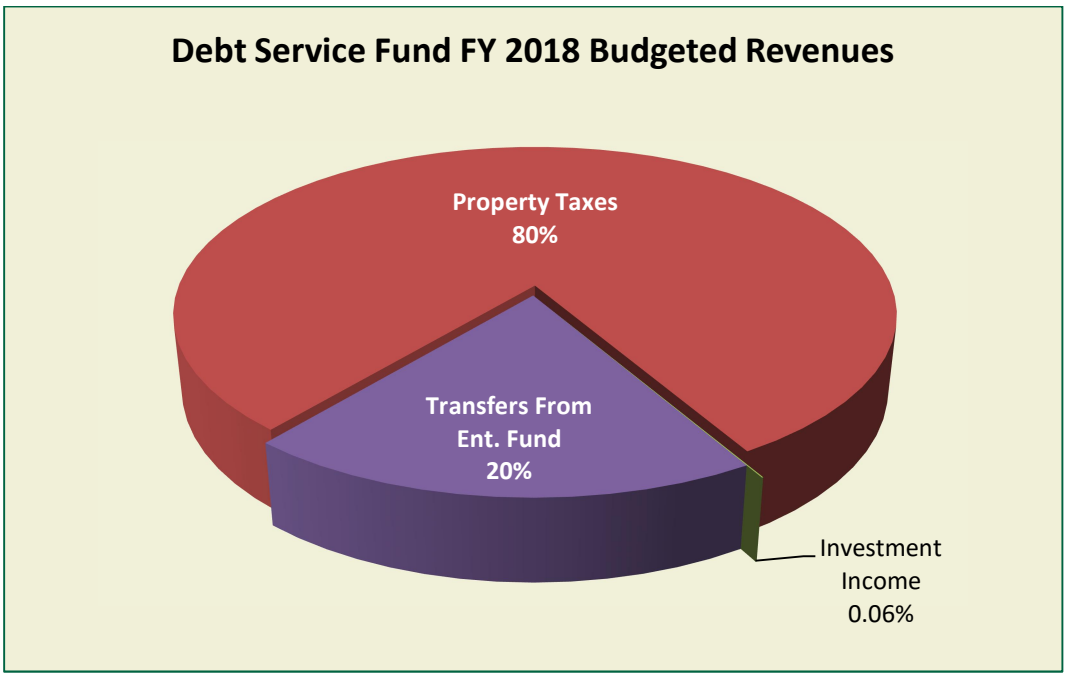
Debt Service Fund Revenues:

FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$8,984,321	$8,834,769	$8,802,719	($32,049)

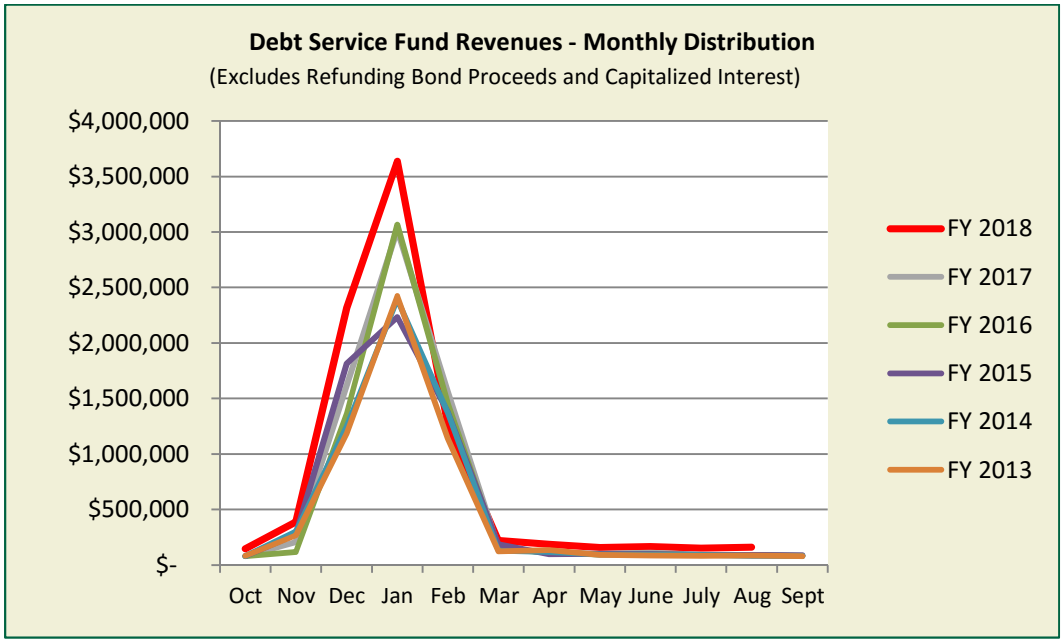
For the eleven months ended August 31, 2018, the Debt Service Fund collected 98% of its total budgeted revenues and is under its allocated budget by 32,049, or 0%.



Property tax makes up the largest category of revenue in the Debt Service Fund at 80% of all FY 2018 budgeted revenues, followed by transfers from the Enterprise Fund at 20%, and investment income at less than 1%.

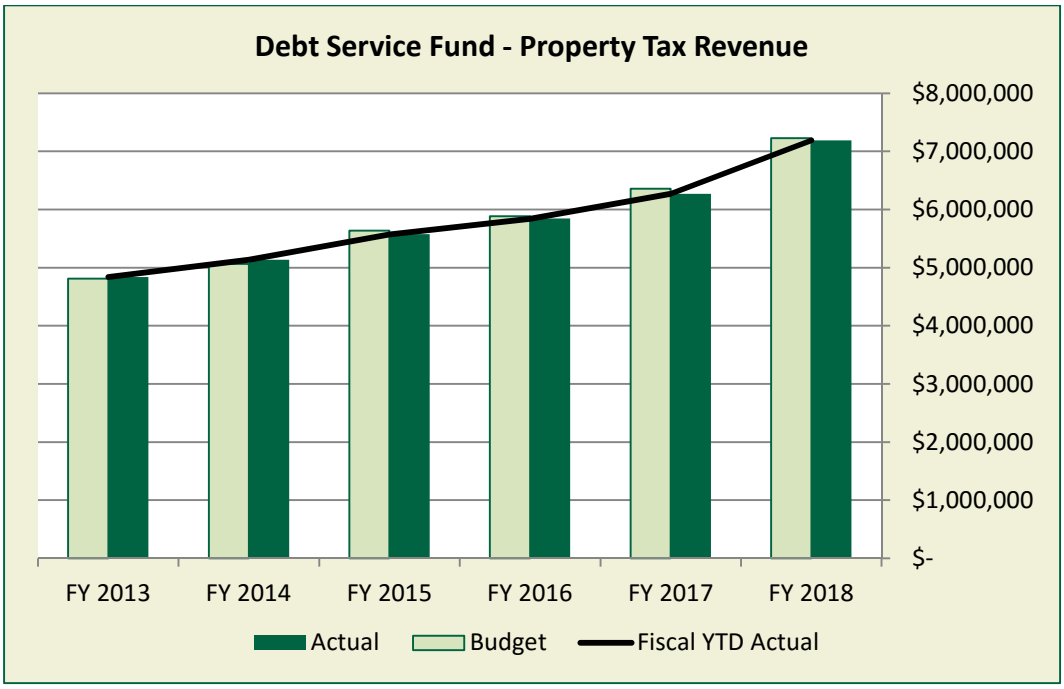


As property taxes are the main revenue source, the January 31 property tax deadline results in revenues being concentrated in the December – February timeframe.



Property Tax

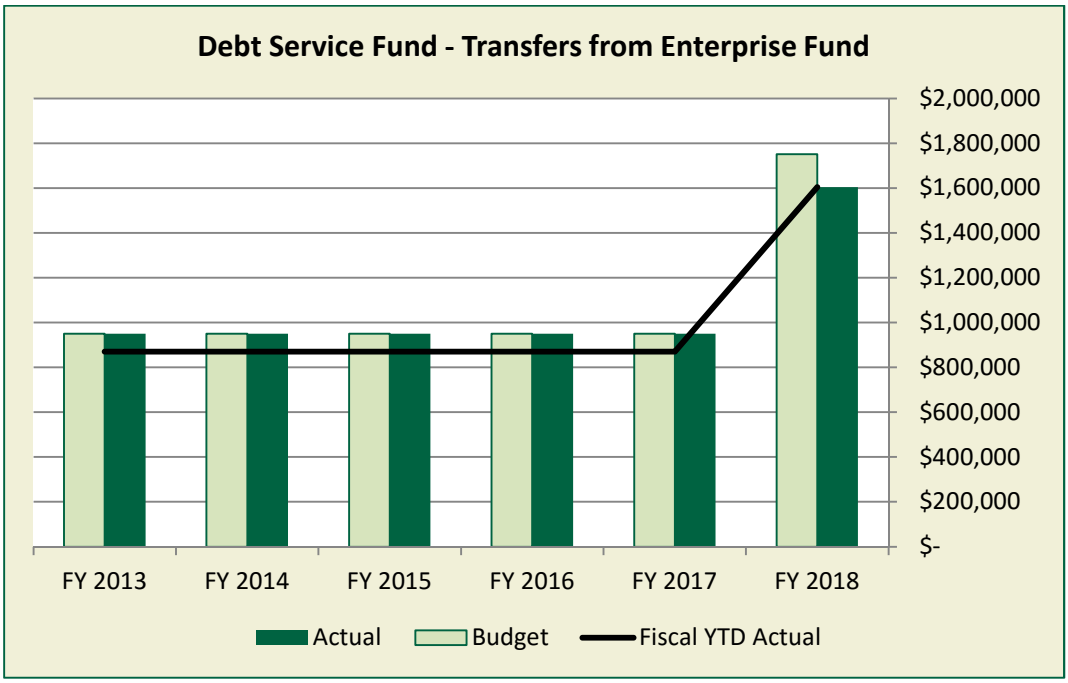
The Debt Service Fund collected $7,190,080 of property tax revenue in the eleven months ended August 31, 2018, which is under the allocated budget by $35,287, or 1%.



FY 2018 property taxes are budgeted for $7.2 million, an increase of $0.9 million over FY 2017's $6.3 million. The budgeted increase in property taxes is driven by a debt service tax rate increase of $0.0158 per $100 of assessed value, or 11.9%, and a 1.9% increase in taxable values.

Transfers In

Transfers from the Enterprise Fund in the amount of $1,604,566 for the eleven months ended August 31, 2018, are equal to allocated budget.

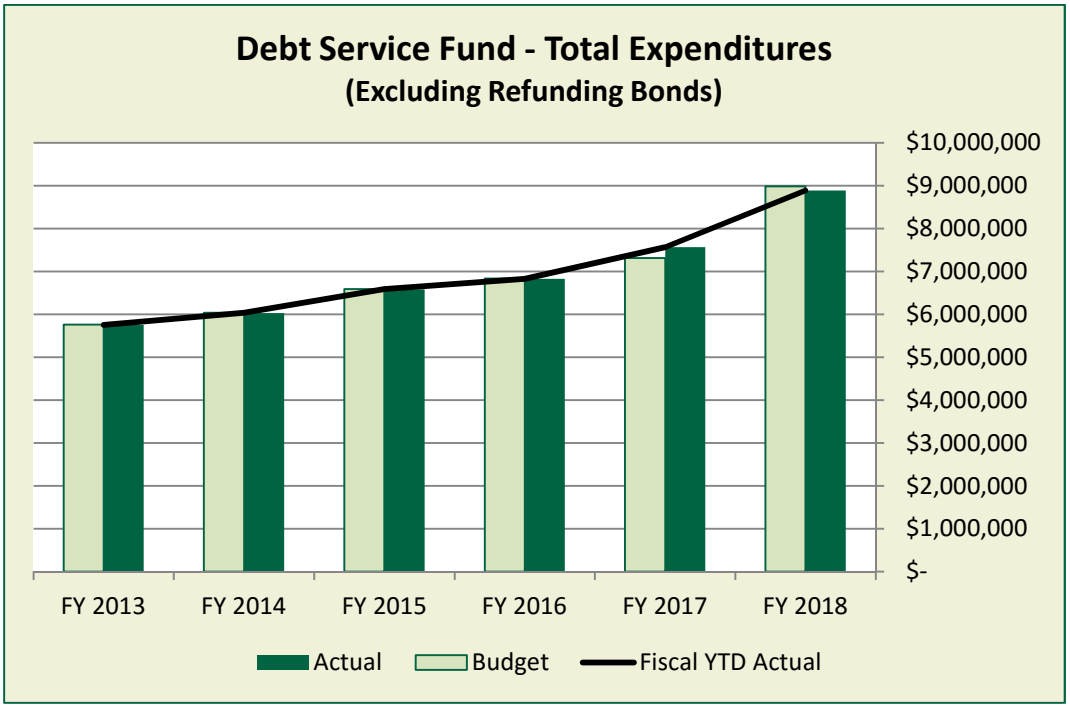


Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

Debt Service Fund Expenditures:

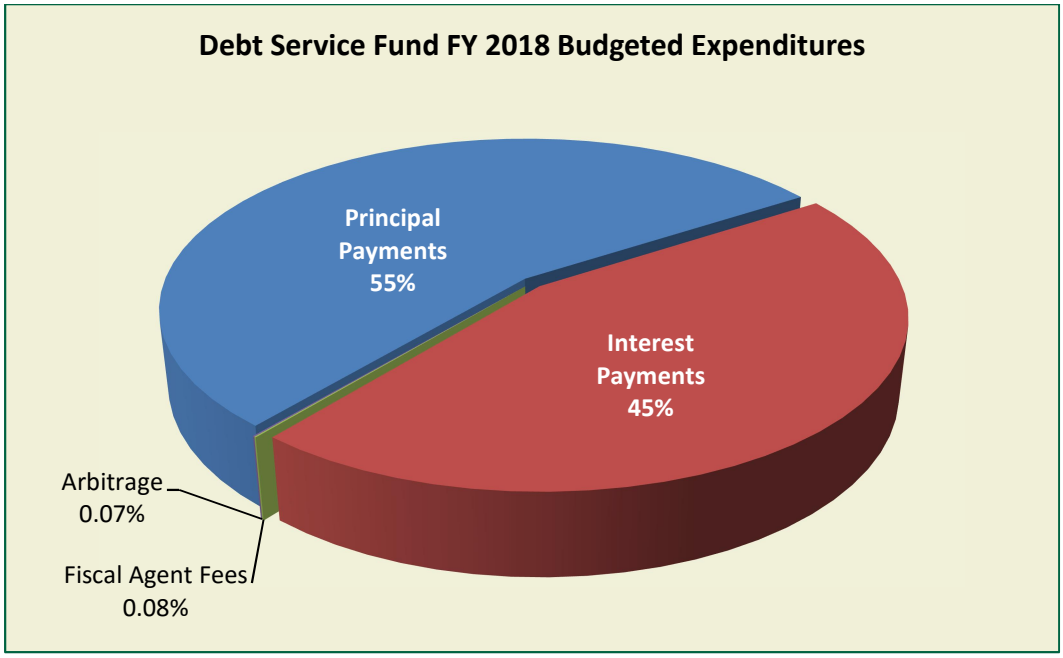
FY 2018 Budget	Fiscal YTD Allocated Budget	Fiscal YTD Actual	Over/(Under) Allocated Budget
$8,984,341	$8,986,153	$8,891,410	($94,743)

For the eleven months ended August 31, 2018, the Debt Service Fund incurred 99% of its total budgeted expenditures and is under its allocated budget by $94,743, or 1%.

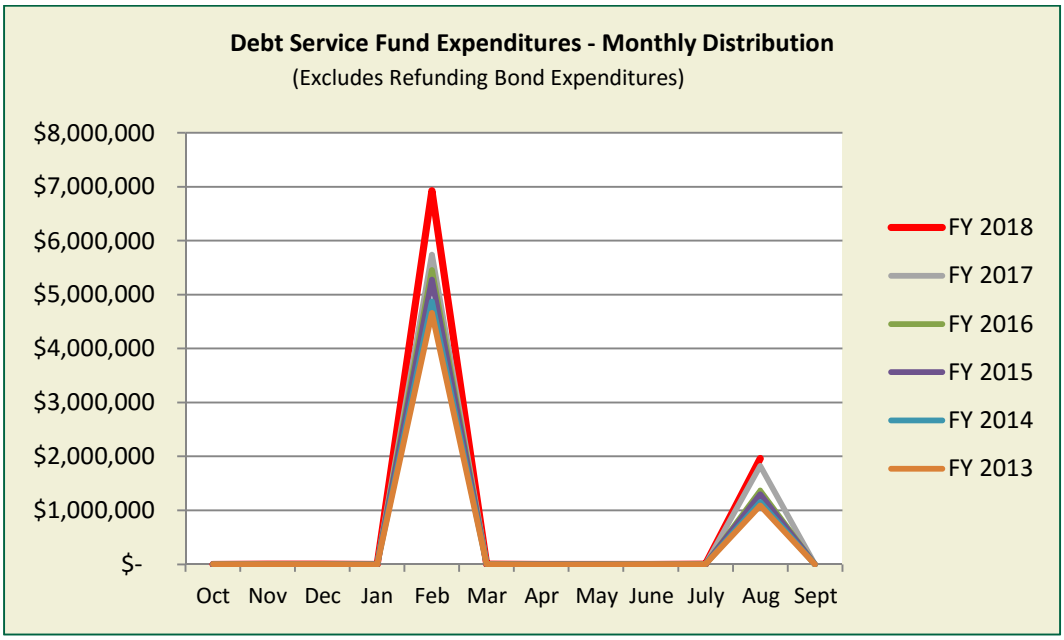


Principal payments make up the largest category of expenditure in the Debt Service Fund at 55% of all FY 2018 budgeted expenditures, followed by interest payments at 45%. All other expenditures combined make up less than 1% of budgeted expenditures.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)



In February, there are annual principal payments and semi-annual interest payments due on the City's outstanding bonds, and in August there are semi-annual interest payments due. Expenditures are concentrated in February and August in accordance with the debt payment schedules. Payments in other months of fiscal agent fees and arbitrage consultants are minor.



Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
General Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

		August		Year-to-Date			
	FY 2018 Adopted Budget	Actual	% of Adopted Budget	Allocated Budget	Actual	Over/(Under) Allocated Budget	% of Adopted Budget
Revenues							
Property Taxes	$ 13,118,646	$ 36,138	0%	$ 13,110,304	$ 13,089,038	$ (21,267)	100%
Franchise Taxes	1,424,734	233,678	16%	1,354,004	1,387,583	33,579	97%
Sales Taxes	2,348,555	183,563	8%	2,162,358	2,173,317	10,959	93%
Permits, Fees, Licenses	1,143,400	113,170	10%	1,058,190	1,155,730	97,540	101%
PARD Charges and Fees	887,400	56,212	6%	854,220	815,765	(38,455)	92%
Public Safety	436,400	29,066	7%	402,497	329,978	(72,519)	76%
Fines	730,000	37,368	5%	677,833	576,918	(100,916)	79%
All Other	694,700	85,798	12%	644,586	852,560	207,974	123%
Total Revenues	**20,783,835**	**774,992**	**4%**	**20,263,993**	**20,380,888**	**116,896**	**98%**
Expenditures							
Salary & Benefits	14,495,815	1,073,546	7%	13,305,397	12,978,986	(326,411)	90%
Purchased Services	4,110,441	383,848	9%	3,637,385	3,182,479	(454,905)	77%
Supplies	1,212,641	112,999	9%	1,045,444	962,217	(83,227)	79%
Other/Transfers	540,951	45,376	8%	498,505	492,713	(5,792)	91%
Non-Payroll Disaster Related	-	169,610	n/a	-	1,763,174	1,763,174	n/a
Total Expenditures	**20,359,848**	**1,785,379**	**9%**	**18,486,731**	**19,379,570**	**892,839**	**95%**
Net Revenues/(Expenditures)	**$ 423,987**	**$ (1,010,387)**		**$ 1,777,262**	**$ 1,001,318**	**$ (775,943)**	

Budgeted Unassigned Fund Balance 9/30/17	$ 3,387,437
Budgeted FY 2018 Revenues	20,783,835
Budgeted FY 2018 Expenditures	20,359,848
Budgeted Ending Unassigned Fund Balance	$ 3,811,424
60 Day Reserve Requirement (Includes only operating budget)	$ 3,311,154

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Enterprise Fund
Revenues and Expenses (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	August Actual	August % of Adopted Budget	Year-to-Date Allocated Budget	Year-to-Date Actual	Year-to-Date Over/(Under) Allocated Budget	Year-to-Date % of Adopted Budget
Revenues							
Water	$ 4,266,524	$ 538,717	13%	$ 3,805,752	$ 4,170,485	$ 364,733	98%
Wastewater	2,891,394	236,238	8%	2,644,848	2,507,625	(137,223)	87%
Solid Waste	1,683,700	136,323	8%	1,543,148	1,513,723	(29,425)	90%
All Other	90,500	36,452	40%	83,302	397,425	314,123	439%
Total Revenues	**8,932,118**	**947,729**	**11%**	**8,077,050**	**8,589,258**	**512,208**	**96%**
Expenses							
Salary & Benefits	1,854,594	111,101	6%	1,690,798	1,478,551	(212,247)	80%
Purchased Services	1,491,676	211,704	14%	1,273,927	1,499,278	225,351	101%
Supplies	2,737,081	193,867	7%	2,476,073	2,146,357	(329,716)	78%
Other Expenses and Transfers	2,865,436	238,910	8%	2,625,230	2,627,751	2,521	92%
Capital Purchases	42,000	-	0%	34,533	-	(34,533)	0%
Non-Payroll Disaster Related	-	-	n/a	-	190,939	190,939	n/a
Total Expenses	**8,990,787**	**755,582**	**8%**	**8,100,561**	**7,942,874**	**(157,686)**	**88%**
Net Revenues/(Expenses)	**$ (58,669)**	**$ 192,147**		**$ (23,511)**	**$ 646,384**	**$ 669,895**	

Budgeted Working Capital 9/30/17	$ 669,399
Budgeted FY 2018 Revenues	8,932,118
Budgeted FY 2018 Expenses	8,990,787
Budgeted Ending Working Capital	$ 610,730
30 Day Fund Balance (Includes only operating budget)	$ 563,613

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Debt Service Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	August Actual	August % of Adopted Budget	Year-to-Date Allocated Budget	Year-to-Date Actual	Year-to-Date Over/(Under) Allocated Budget	Year-to-Date % of Adopted Budget
Revenues							
Property Taxes	$ 7,228,885	$ 16,281	0%	$ 7,225,367	$ 7,190,080	$ (35,287)	99%
Investment Earnings	5,000	177	4%	4,835	8,073	3,238	161%
Transfers from Enterprise Fund	1,750,436	145,870	8%	1,604,566	1,604,566	-	92%
Total Revenues	**8,984,321**	**162,328**	**2%**	**8,834,769**	**8,802,719**	**(32,049)**	**98%**
Expenses							
Principal Payments	4,920,000	-	0%	4,920,000	4,920,000	-	100%
Interest Payments	4,050,841	1,957,915	48%	4,052,653	3,965,265	(87,388)	98%
Other	13,500	1,500	11%	13,500	6,145	(7,355)	46%
Total Expenses	**8,984,341**	**1,959,415**	**22%**	**8,986,153**	**8,891,410**	**(94,743)**	**99%**
Net Revenues/(Expenses)	**$ (20)**	**$ (1,797,087)**		**$ (151,384)**	**$ (88,690)**	**$ 62,694**	

Budgeted Unassigned Fund Balance 9/30/17	$ 557,371
Budgeted FY 2018 Revenues	8,984,321
Budgeted FY 2018 Expenses	8,984,341
Budgeted Ending Unassigned Fund Balance	$ 557,351

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Vehicle and Equipment Replacement Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	August Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
Transfers - General Fund	$ 450,500	$ -	$ -	$ 450,500	$ 29,750	$ 327,250	n/a	$ 123,250
Transfers - Enterprise Fund	357,000	-	-	357,000	37,542	412,958	n/a	(55,958)
Transfers - Special Revenue Fund	-	-	9,000	9,000	-	9,000	n/a	-
Insurance Reimbursements	-	-	-	-	-	28,855	n/a	(28,855)
Total Revenues	**807,500**	**-**	**9,000**	**816,500**	**67,292**	**778,063**	**n/a**	**38,437**
Expenditures								
Information Technology	194,900	-	-	194,900	3,830	27,631	138,474	28,795
Development Services	-	-	-	-	-	310	-	(310)
Fire	98,900	712,721	-	811,621	-	766,857	-	44,765
Police	320,000	-	250	320,250	1,017	130,293	166,901	23,056
Parks & Recreation	27,500	-	-	27,500	-	82,809	-	(55,309)
Public Works - General Fund	-	-	17,515	17,515	3,721	100,752	-	(83,237)
Public Works - Enterprise Fund	290,000	238,087	11,632	539,719	2,907	334,669	797	204,253
Total Expenditures/Encumbrances	**931,300**	**950,808**	**29,397**	**1,911,505**	**11,475**	**1,443,320**	**306,172**	**162,013**
Net Revenues/(Expenditures)	**$ (123,800)**	**$ (950,808)**	**$ (20,397)**	**$ (1,095,005)**	**$ 55,817**	**$ (665,257)**	**n/a**	**$ (123,576)**

(a) Capital improvement budgets are project-length and do not expire at the end of the fiscal year. Unexpired prior-year carry-over budgets on ongoing projects are are carried-over into the current fiscal year.

Budgeted Unassigned Fund Balance 9/30/17	$ 1,369,101
Budgeted FY 2018 Revenues	807,500
Budgeted FY 2018 Expenditures	931,300
Budgeted Ending Unassigned Fund Balance	$ 1,245,301

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Capital Improvement Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	August Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
General Fund Transfer	$ 42,426	$ -	$ -	$ 42,426	$ 3,536	$ 38,890.50	n/a	$ 3,536
Enterprise Fund Transfer	120,000	-	-	120,000	10,000	110,000	n/a	10,000
Special Revenue Fund Transfer	-	-	9,750	9,750		7,500	n/a	2,250
Misc	-	-	-	-	-	-	n/a	-
Total Revenues	**162,426**	**-**	**9,750**	**172,176**	**13,536**	**156,391**	**n/a**	**15,786**
Project Expenditures								
FY 2014 Street & Drainage Reconstruction - Phase 5B **(b)**	-	489,523	-	489,523	-	186,523	-	302,999
FY 2017 Flood Plain Hazard Mitigation Plan	-	8,130	-	8,130	-	-	-	8,130
FY 2017 Police/Courts Construction	-	-	304,804	304,804	-	-	229,804	75,000
FY 2017 City Hall/Civic Center Construction	-	-	290,506	290,506	-	-	242,455	48,051
FY 2017 Transition - New City Hall/Police/Municipal Court	-	-	155,740	155,740	-	-	-	155,740
FY 2018 Update Facilities Master Plan	50,000	-	-	50,000	-	-	38,000	12,000
FY 2018 WTC Steel - Memorial	-		7,500	7,500	-	7,500	-	-
FY 2015 Evelyn's Park	-	70,797	162,053	232,850	-	155,365	27,909	49,576
FY 2018 Playground/Shade/Amenities	100,000	214	-	100,214	-	27,568	69,725	2,921
FY 2017 BFAC Pool Area Improvements	-	144,988	-	144,988	-	4,500	2,748	137,740
FY 2018 Park Signage Master Plan	50,000	50,000	-	100,000	-	-	-	100,000
FY 2017 Community Pathways Master Plan	-	56,585	-	56,585	3,420	56,585	-	-
FY 2016 Street Striping Program	-	143,631	-	143,631	-	127,137	16,493	-
FY 2016 Pavement Management Program	-	1,426,330	-	1,426,330	116,700	479,130	800,100	147,100
FY 2014 City Wide Beautification	-	148,174	2,250	150,424	-	22,050	-	128,374
FY 2018 Decorative Standard for Major Streets	75,000	75,000	-	150,000	-	-	-	150,000
Total General Project Expenditures	**275,000**	**2,613,370**	**922,853**	**3,811,223**	**120,120**	**1,066,360**	**1,427,233**	**1,317,630**
FY 2015 City Wide SCADA System	-	293,160	-	293,160	-	-	5,300	287,860
FY 2016 Rehab Renwick Ground Storage	-	142,335	-	142,335	-	14,245	-	128,090
FY 2017 Water System Upgrades	-	50,000	-	50,000	-	-	-	50,000
FY 2018 Renwick Well - Pumps/Motors	285,000	-	-	285,000	-	-	-	285,000
FY 2015 Water/Sanitary Sewer Program	-	81,756	-	81,756	-	-	-	81,756
FY 2016 WW System Upgrades	-	179,125	-	179,125	-	-	-	179,125
FY 2018 Wendell Lift Station - Submersible Pumps	75,000	-	-	75,000	-	-	31,194	43,806
Total Enterprise Project Expenditures	**360,000**	**746,376**	**-**	**1,106,376**	**-**	**14,245**	**36,494**	**1,055,637**
Total Expenditures/Encumbrances	**635,000**	**3,359,746**	**922,853**	**4,917,599**	**120,120**	**1,080,605**	**1,463,727**	**2,373,267**
Net Revenues/(Expenditures)	**$ (472,574)**	**$ (3,359,746)**	**$ (913,103)**	**$ (4,745,423)**	**$ (106,584)**	**$ (924,214)**	**n/a**	**$ (2,357,482)**

(a) Capital improvement budgets are project-length and do not expire at the end of the fiscal year. Unexpired prior-year carry-over budgets on ongoing projects are are carried-over into the current fiscal year.
(a) Pay as you Go portion of Bonds in Fund 620

Budgeted Unassigned Fund Balance 9/30/17	$ 1,580,601
Budgeted FY 2018 Revenues	172,176
Budgeted FY 2018 Expenditures	1,557,853
Budgeted Ending Unassigned Fund Balance	$ 194,924

City of Bellaire
Capital Bond Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	August Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
Interest	$ -	$ -	$ -	$ -	$ 40,614	$ 505,912	n/a	$ (505,912)
Bonds Proceeds	12,500,000	-	-	12,500,000	-	-	n/a	12,500,000
Total Revenues	**12,500,000**	**-**	**-**	**12,500,000**	**40,614**	**505,912**	**n/a**	**11,994,088**
Non-Project Expenditures								
Bond Issuance Costs	-	-	-	-	9,500	9,500	-	(9,500)
Bond Expenditures	-	-	-	-	-	-	-	-
Total Non-Project Expenditures	**-**	**-**	**-**	**-**	**9,500**	**9,500**	**-**	**(9,500)**
Project Expenditures								
FY 2012 Drainage Phase 5	-	21,010	-	21,010	-	-	-	21,010
FY 2015 Drainage Phase 5B	-	11,672	-	11,672	-	11,672	-	-
FY 2017/18 Streets and Drainage	7,000,000	6,836,034	-	13,836,034	31,313	466,055	1,114,987	12,254,992
FY 2017 Police/Courts Construction	-	8,123,062	-	8,123,062	704,467	5,909,345	2,510,091	(296,375)
FY 2017 City Hall/Civic Center Construction	-	6,821,561	-	6,821,561	459,962	5,260,801	1,857,899	(297,139)
FY 2017 Transition - New City Hall/Police/Municipal Court	-	53,620	-	53,620	798	81,890	89,711	(117,981)
FY 2013 Design - New City Hall/Police/Municipal Court	-	1,014,907	-	1,014,907	13,333	82,192	111,555	821,160
FY 2015 Evelyn's Park	-	-	-	-	-	-	140	(140)
FY 2017/18 Sidewalks	1,000,000	1,907,680	-	2,907,680	27,507	146,495	210,773	2,550,411
FY 2017/18 Water Line Improvements	4,500,000	3,258,116	-	7,758,116	216,017	394,787	2,129,175	5,234,153
FY 2017 Water Meter Installations	-	360,092	-	360,092	-	341,896	1	18,195
FY 2017 Wastewater Treatment Plant Improvements	-	5,965,286	-	5,965,286	-	5,451,113	514,173	-
FY 2017/18 Wastewater Line Improvements	-	580,000	-	580,000	2,161	115,543	201,507	262,951
Total Project Expenditures	**12,500,000**	**34,953,040**	**-**	**47,453,040**	**1,455,558**	**18,261,790**	**8,740,012**	**20,451,238**
Total Expenditures/Encumbrances	**12,500,000**	**34,953,040**	**-**	**47,453,040**	**1,465,058**	**18,271,290**	**8,740,012**	**20,441,738**
Net Revenues/(Expenditures)	**$ -**	**$ (34,953,040)**	**$ -**	**$ (34,953,040)**	**$ (1,424,444)**	**$ (17,765,378)**	**n/a**	**$ (8,447,651)**

(a) Capital improvement budgets are project-length and do not expire at the end of the fiscal year. Unexpired prior-year carry-over budgets on ongoing projects are are carried-over into the current fiscal year.

Budgeted Unassigned Fund Balance 9/30/17	$ -
Budgeted FY 2018 Revenues	12,500,000
Budgeted FY 2018 Expenditures	12,500,000
Budgeted Ending Unassigned Fund Balance	$ -

City of Bellaire
Metro Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of August 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	FY 2018 Revised Budget	August Actual	YTD Actual	Encumbrance	Budget Balance
Revenues							
Metro Sales Tax	$ 1,000,000	$ -	$ 1,000,000	$ 91,781	$ 1,070,847	n/a	$ (70,847)
Interest	-	-	-	3,387	26,220	n/a	(26,220)
Total Revenues	**1,000,000**	**-**	**1,000,000**	**95,168**	**1,097,066**	**n/a**	**(97,066)**
Project Expenditures							
Street Striping Program	-	15,953	15,953	-	-	224	15,729
FY 2017 Street Pavement Mgt Program	-	739,299	739,299	187,645	455,991	283,308	-
FY 2018 Street Pavement Mgt Program	1,300,000	-	1,300,000	-	-	412,599	887,401
Sidewalk Projects	-	185,283	185,283	-	-	-	185,283
City Wide Trip Hazard	-	115,615	115,615	-	-	-	115,615
Total Expenditures/Encumbrances	**1,300,000**	**1,056,150**	**2,356,150**	**187,645**	**455,991**	**696,131**	**1,204,028**
Net Revenues/(Expenditures)	**$ (300,000)**	**$ (1,056,150)**	**$ (1,356,150)**	**$ (92,476)**	**$ 641,076**	**n/a**	**$ (1,301,094)**

(a) Capital improvement budgets are project-length and do not expire at the end of the fiscal year. Unexpired prior-year carry-over budgets on ongoing projects are are carried-over into the current fiscal year.

Budgeted Unassigned Fund Balance 9/30/17	$ 308,000
Budgeted FY 2018 Revenues	1,000,000
Budgeted FY 2018 Expenditures	1,300,000
Budgeted Ending Unassigned Fund Balance	$ 8,000

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Summary of Current Property Tax Collections
FY 2015 - FY 2018
August 2018

Month	FY 2015	FY 2016	FY 2017	FY 2018
Oct	$ -	$ -	$ -	$ -
Nov	585,025	131,234	414,152	681,242
Dec	4,865,374	3,881,188	4,504,067	6,083,331
Jan	6,075,640	8,702,108	8,590,430	9,775,263
Feb	3,634,938	4,005,865	4,342,814	3,118,307
Mar	296,537	206,525	201,515	209,927
Apr	63,640	90,455	92,324	121,137
May	55,636	49,017	67,720	23,566
Jun	53,382	57,865	98,066	59,448
Jul	4,673	14,076	15,943	11,948
Aug	-	-	-	-
Sep	-	-	-	

YTD Collections	$ 20,084,169
% of Budget	99.12%
% of Total Levy	100.09%

FY 2018 Budget - Total Tax Revenue	$ 20,261,531
2017 Tax Year Taxable Value - Certified Appraisal Roll*	$ 4,570,121,110
2017 Tax Year - Under Protest or not Certified*	254,576,183
Total 2017 Tax Year	4,824,697,293
Total Levy at $0.4159 / $100 =	$ 20,065,916

Ten Largest Property Taxpayers in City of Bellaire (Tax Year 2017) *

		Taxable Value
Chevron Chemical Company	Oil & Gas	$ 81,900,770
Pin Oak North Parcel LL LLC	Land/Improvements	52,838,215
KBS SOR 6565 6575 West Loop S LLC	Land/Improvements	36,988,682
BRI 1833 6330 LLC	Land/Improvements	36,200,573
CenterPoint Energy Inc.	Electric Utility	32,789,970
SBC Communications	Utility	28,283,940
CHP Houston TX MOB Owner LLC	Land/Improvements	27,880,000
CHP Houston TX Hospital Owner LLC	Hospital	23,197,526
Pin Oak South Parcel LL LLC	Land/Improvements	21,606,958
SLS Properties	Land/Improvements	13,176,820
		$ 354,863,454
Tax Levy @ $0.4159 / $100		$ 1,475,877
% of Total Levy		7.36%

* Source: Harris County Tax Assessor-Collector

City of Bellaire
Housing Information
FY 2018
August 2018

	Aug-17	Feb-18	Aug-18
Houses, Townhomes & Vacant Lots for Sale *			
Price Range			
$ 0 - $ 250,000	-	-	-
$ 250,001 - $ 500,000	42	63	68
$ 500,001 - $ 750,000	28	38	42
$ 750,001 - $ 1,000,000	17	28	31
> $ 1,000,000	84	81	84
Total Units For Sale *	171	210	225
Total HCAD Residential Units/Lots **	6,199	6,210	6,210
For Sale as a % of Total Units	2.76%	3.38%	3.62%
Highest Listing Price - Home	$ 3,195,000	$ 3,688,000	$ 3,678,000
Lowest Listing Price - TH/Lot	$ 289,000	$ 279,900	$ 270,000
Houses for Lease *	35	47	60
Highest Lease/Month	$ 7,000	$ 15,000	$ 28,500
Lowest Lease/Month	$ 1,100	$ 1,500	$ 1,395

Foreclosure History as of end of Quarter Reported by RealtyTrac

	Auction	Bank Owned
At Quarter End 09-30-15	2	2
At Quarter End 12-31-15	3	2
At Quarter End 03-31-16	2	2
At Quarter End 06-30-16	0	2
At Quarter End 09-30-16	0	2
At Quarter End 12-31-16	2	3
At Quarter End 03-31-17	3	2
At Quarter End 06-30-17	3	1
At Quarter End 09-30-17	0	0
At Quarter End 12-31-17	2	3
At Quarter End 03-31-18	3	3
At Quarter End 06-30-18	3	5

New Residential Construction

			Construction Cost****	
Fiscal Year		**New Units**	**Construction**	**Avg/Unit**
2008		132	$ 75,405,507	$ 571,254
2009		49	$ 26,026,889	$ 531,161
2010	***	64	$ 34,682,458	$ 541,913
2011		56	$ 30,064,905	$ 536,873
2012	***	93	$ 54,914,376	$ 590,477
2013	***	113	$ 65,491,037	$ 579,567
2014		125	$ 78,420,596	$ 627,365
2015		98	$ 52,190,001	$ 532,551
2016		73	$ 44,585,564	$ 610,761
2017		87	$ 49,790,625	$ 572,306
2018 (YTD)		103	$ 57,213,582	$ 555,472

Average Appraised Value (Tax Year 2017) $ 874,019

* Source: realtor.com - does not include for sale or lease by owner

** Based on information provided by the Harris County Tax Assessor-Collector and the Harris County Appraisal District includes estimated values

*** Numbers revised based on system correction

**** Construction cost of structure. Not a market value. Excludes land value/cost.

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Summary of Sales and Mixed Beverage Tax
FY 2016 - FY 2018
August 2018

Payment Month	Payment Period	FY 2016	FY 2017	FY 2018
Sales Tax				
Oct	Aug	$ 159,655	$ 153,452	$ 160,106
Nov	Sep	236,498	179,528	193,080
Dec	Oct	196,711	177,498	225,253
Jan	Nov	258,816	203,388	206,157
Feb	Dec	253,419	232,674	210,256
Mar	Jan	176,377	174,240	192,127
Apr	Feb	177,283	169,626	172,897
May	Mar	210,865	201,758	218,236
Jun	Apr	172,229	154,642	216,831
Jul	May	192,406	191,746	163,187
Aug	Jun	266,791	190,031	183,563
Sep	Jul	119,759	194,122	
	Sub-Total	$ 2,420,809	$ 2,222,707	$ 2,141,693
Mixed Beverage				
Oct	1st Qtr	$ 6,012	$ 4,668	$ 5,827
Jan	2nd Qtr	5,238	4,408	6,095
Apr	3rd Qtr	5,570	4,876	6,900
Jul	4th Qtr	5,970	5,201	12,801
	Sub-Total	$ 22,790	$ 19,153	$ 31,624
	Total	**$ 2,443,599**	**$ 2,241,860**	**$ 2,173,317**

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Summary of Franchise Fees
FY2016 - FY 2018
August 2018

		FY 2016	FY 2017	FY 2018
Electric	**YTD**	$ 755,119	$ 755,378	$ 820,180
	Total	823,825	823,888	n/a
Gas	**YTD**	90,735	114,379	192,334
	Total	90,762	128,135	n/a
Telephone	**YTD**	114,371	147,901	97,708
	Total	115,362	103,487	n/a
Cable /PEG	**YTD**	402,733	345,411	332,770
	Total	400,666	383,314	n/a
All	**YTD**	**$ 1,362,958**	**$ 1,363,070**	**$ 1,442,992**
	Total	**$ 1,430,616**	**$ 1,438,824**	n/a

Attachment: AUGUST 2018 MONTHLY REPORT (2645 : Monthly Financial Report for the Period Ending August 31, 2018)

City of Bellaire
Summary of Purchase Orders
FY 2018
August 2018

	Oct-17		Nov-17		Dec-17		1st Qtr	
	Issued	Amount	Issued	Amount	Issued	Amount	Issued	Amount
Total Purchase Orders	306	$ 1,350,257	213	$ 4,297,841	194	$ 4,210,089	713	$ 9,858,188
PO for $5,000 - $50,000	36	$ 586,295	18	$ 316,786	21	$ 331,212	75	$ 1,234,293
% of Total Purchase Orders	11.76%	43.42%	8.45%	7.37%	10.82%	7.87%	10.52%	12.52%
$ 5,000 - $ 25,000	28	$ 334,003	14	$ 174,476	18	$ 231,059	60	$ 739,538
$ 25,001 - $ 50,000	8	$ 252,292	4	$ 142,310	3	$ 100,153	15	$ 494,755
	Jan-18		Feb-18		Mar-18		2nd Qtr	
	Issued	Amount	Issued	Amount	Issued	Amount	Issued	Amount
Total Purchase Orders	207	$ 367,385	224	$ 1,430,951	216	$ 1,771,613	647	$ 3,569,949
PO for $5,000 - $50,000	11	$ 103,828	17	$ 285,954	19	$ 191,093	47	$ 580,875
% of Total Purchase Orders	5.31%	28.26%	7.59%	19.98%	8.80%	10.79%	7.26%	16.27%
$ 5,000 - $ 25,000	11	$ 103,828	13	$ 137,761	18	$ 164,618	42	$ 406,207
$ 25,001 - $ 50,000	0	$0	4	$ 148,193	1	$ 26,475	5	$174,668
	Apr-18		May-18		Jun-18		3rd Qtr	
	Issued	Amount	Issued	Amount	Issued	Amount	Issued	Amount
Total Purchase Orders	209	$ 2,836,661	224	$ 533,467	161	$ 901,109	594	$ 4,271,237
PO for $5,000 - $50,000	18	$ 288,272	17	$ 218,462	7	$ 67,286	42	$ 574,019
% of Total Purchase Orders	8.61%	10.16%	7.59%	40.95%	4.35%	7.47%	7.07%	13.44%
$ 5,000 - $ 25,000	14	$ 151,466	15	$ 154,385	7	$ 67,286	36	$ 373,137
$ 25,001 - $ 50,000	4	$ 136,806	2	$ 64,076	-	$ -	6	$ 200,882
	Jul-18		Aug-18		Sep-18		4th Qtr	
	Issued	Amount	Issued	Amount	Issued	Amount	Issued	Amount
Total Purchase Orders	196	$ 418,295	312	$ 1,794,354			508	$ 2,212,649
PO for $5,000 - $50,000	10	$ 108,215	31	$ 468,876	-	$ -	41	$ 577,092
% of Total Purchase Orders	5.10%	25.87%	9.94%	26.13%	0.00%	0.00%	8.07%	26.08%
$ 5,000 - $ 25,000	10	$ 108,215	27	$ 308,739			37	$ 416,954
$ 25,001 - $ 50,000	-	$ -	4	$ 160,138			4	$ 160,138

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

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

SCHEDULED
INFORMATION ITEM (ID # 2710)

Meeting: 10/15/18 05:45 PM
Department: Parks, Recreation and Facilities
Category: Presentation
Department Head: Karl Miller
DOC ID: 2710

Item Title:

Quarterly Report from the Evelyn's Park Conservancy Board - Presented by Lou Waters, President of the Evelyn's Park Conservancy Board, and Patricia King-Ritter, Executive Director of Evelyn's Park.

Background/Summary:

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

Previous Council Action Summary:

N/A

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 receives the quarterly report as presented by the Evelyn's Park Conservancy.

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

SEPTEMBER 17, 2018

Council Chamber	Regular Session	7:00 PM

FIRST FLOOR OF CITY HALL
7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 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 7:02 p.m. on Monday, September 17, 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 - Michael Fife, Council Member.

Michael Fife, Council Member, provided the inspirational reading for the evening.

D. Pledges to The Flags - Michael Fife, Council Member.

The Bellaire Fire Department provided an Honor Guard of their members* to present the colors. **Council Member Fife** led the members of the City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

*Honor Guard members included **Lieutenant Paul Landi** and **Firefighter/Paramedic Curtis Thompson**.

I. FIRE DEPARTMENT BADGE PINNING CEREMONY

Minutes Acceptance: Minutes of Sep 17, 2018 7:00 PM (Approval of Minutes:)

Badge Pinning Ceremony for Deacon Tittel, Fire Chief, and Davis Farquhar, Fire Shift Commander, including Bellaire Fire Department Honor Guard processional, reading of proclamations, and presentation and pinning of their official badges by members of their families.

Mayor Friedberg announced that this evening the City would formally recognize and celebrate the promotions of Deacon Tittel and Davis Farquhar to the positions of Fire Chief and Fire Shift Commander, respectively.

Mayor Friedberg read a proclamation he issued for Chief Deacon Tittel on the occasion of his Badge Pinning Ceremony. At the completion of the reading of the proclamation, Mayor Friedberg called on **Callen and Caiden Tittel** to pin the Fire Chief badge on their father's uniform.

Mayor Friedberg next read a proclamation he issued for Fire Shift Commander Davis Farquhar on the occasion of his badge pinning ceremony. At the completion of the reading of the proclamation, Mayor Friedberg called on **Tyson and Julia Farquhar** to pin the Fire Shift Commander badge on their father's uniform.

II. 2018 TAX ROLL AND PROPERTY TAX RATES

A. Certified 2018 Tax Roll and Property Tax Rates.

Presentation, consideration, and acceptance of the submittal of the "Certified 2018 Tax Roll and the 2018 Property Tax Rates in the City of Bellaire, Texas" - Presented and submitted by Terrence Beaman, Chief Financial Officer.

Mayor Friedberg read the agenda caption and advised that the City Manager had developed and presented a budget for fiscal year 2019 that was based on maintaining the effective tax rate, a parameter set by City Council. Mayor Friedberg stated that if City Council were to vary from that parameter and propose a tax rate higher than the effective tax rate, the State law requirement of two public hearings would be triggered and they would need to be scheduled this evening by action of City Council.

Mayor Friedberg recognized Terrence Beaman, Chief Financial Officer, to provide an introduction of the item.

Terrence Beaman, Chief Financial Officer (CFO), provided an overview of changes to the fiscal year 2019 budget, including changes in park fees, capital improvement program changes, and increased health care costs for employees (out-of-pocket maximums, copays, and premium increases).

CFO Beaman continued with an overview of property tax rate calculations. The rates were presented as follows:

$0.4313 per $100 valuation - Proposed Tax Rate
$0.4159 per $100 valuation - Preceding Year's Tax Rate
$0.4319 per $100 valuation - Effective Tax Rate
$0.4535 per $100 valuation - Rollback Tax Rate

Mayor Friedberg opened the floor for questions of CFO Beaman. Following questions,

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Mayor Friedberg asked if there was any objection to the acceptance of the submittal of the Certified 2018 Tax Roll and 2018 Property Tax Rates. Hearing no objection, **Mayor Friedberg declared the submittal of the Certified 2018 Tax Roll and 2018 Property Tax Rates accepted by general consent.**

B. Proposed Tax Rate.

Consideration of and possible action to propose a tax rate for the City of Bellaire, Texas, for Tax Year 2018 of $0.4313 per $100 valuation, and to establish public hearing dates if applicable as required by State law - Submitted by Terrence Beaman, Chief Financial Officer.

Mayor Friedberg read the agenda caption and entertained a motion to propose a tax rate for Tax Year 2018 of $0.4313 per $100 valuation.

Motion:

To propose a tax rate for Tax Year 2018 of $0.4313 per $100 valuation.

{Moved by Gus E. Pappas, Mayor Pro Tem, and seconded by David R. Montague, Council Member}

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

III. REGULAR MEETING

A. Mayor's Address on Sidewalks.

Andrew S. Friedberg, Mayor, addressed City Council and the public on the subject of sidewalks. He emphasized that it was not his intent to get into the merits and speak pro or con on the subject of sidewalks generally. His intent was to talk about the process. He noted that he was one member with one vote and that others on Council may have different opinions, but he felt it was his responsibility as presiding officer to speak up and offer guidance to help get things back on track.

Mayor Friedberg acknowledged the many questions he and others on Council have been receiving from the public, such as why Council is spending so much time lately on sidewalks, whether and why it's a priority after Hurricane Harvey, and questions about the process Council is following. In this address he would therefore provide a historical overview of how we got to this point, discuss the process that has resulted from it, and then conclude by offering his own recommendations moving forward.

Mayor Friedberg provided an overview of sidewalk construction under prior bond programs Bellaire Renewal 2000-2005 (76 block lengths of sidewalks constructed) and Rebuild Bellaire 2005-2016 (83 block lengths of sidewalks constructed).

Starting with the Rebuild Bellaire Program in 2005, our compromise policy has been to install a sidewalk on at least one side of each street that is reconstructed with new street and drainage infrastructure, with petitions against sidewalks considered on a case-by-case basis.

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Under the City's current bond program, Bonds for Better Bellaire 2016, that compromise policy continues. But what's new in the 2016 bond program are provisions for standalone sidewalks that are not coupled with new street and drainage infrastructure. Standalone sidewalks were originally presented as a separate bond proposition; however, by a vote of 4-3, standalone sidewalks were combined with proposition one, which dealt with streets and drainage generally. As a result, those voting for streets and drainage were voting for standalone sidewalks too. The combined proposition passed overwhelmingly, but in Mayor Friedberg's opinion there is no way to determine from that vote the level of support for standalone sidewalks.

He next discussed the current process resulting from those prior decisions and provided an update on the Group D standalone sidewalks, which are divided into three phases, and noted when each phase would be considered. Another sidewalk-related item residents were hearing about recently was a 2016 ordinance requiring the installation by homeowners and builders of sidewalks with new home construction. Mayor Friedberg noted that a Council Member had requested an upcoming agenda item to consider repealing or modifying that ordinance. Finally, Mayor Friedberg referred to Council's decision on August 20th to require sidewalks to be constructed at a width of five feet. Mayor Friedberg acknowledged and accepted criticism Council had received concerning the notice and timing of that decision.

Mayor Friedberg concluded with his own recommendations moving forward. First, he recommended that the newly adopted five-foot standard be applied prospectively only, as the projects currently under consideration were designed and presented to the public prior to adoption of the new standard. He also recommended that the City Council finish working through what had been started: Group D, Phase 1; Group D, Phase 2; and sidewalks for new residential construction. This would include consideration of block-specific petitions. Following those considerations, Mayor Friedberg recommended pausing for a while. In the meantime, he would continue the compromise policy of sidewalks on at least one side of each block that gets new street and drainage infrastructure, but before considering more standalone sidewalks Council should first come up with a game plan, with public input, to address the big-picture policy questions that remain unresolved.

B. Approval or Correction of Minutes.

Consideration of and possible action on the adoption of the minutes of the City Council of the City of Bellaire, Texas, for the Regular Session held on Monday, August 6, 2018; and the Special Session held on Monday, August 13, 2018 - Submitted by Tracy L. Dutton, City Clerk.

1. Mayor and Council - Regular Session - Aug 6, 2018 7:00 PM

   Mayor Friedberg read the agenda caption and asked if there were any corrections to the August 6, 2018 minutes as presented. Hearing none, he **announced that the August 6th minutes were adopted as presented.**

2. Mayor and Council - Special Session - Aug 13, 2018 6:00 PM

   Mayor Friedberg read the agenda caption and asked if there were any corrections to the August 13, 2018 minutes as presented. Hearing none, he **announced that the August 13th minutes were adopted as presented.**

C. Personal/Audience Comments.

Mayor Friedberg announced that City Staff had requested the removal of agenda item III. E. 3., the proposed License, Use and Development Agreement with Sagstex Investments and Wolfie's Swim School. He noted that if anyone was present to speak on that subject, they were still welcome to do so. It was anticipated that the agreement would be included on the September 24th agenda.

Mayor Friedberg next inquired as to whether there was any objection by members of City Council to suspend the Rules of Procedure to allow additional oral comment from speakers who had previously submitted written comment included in the record of tonight's meeting. As there was no objection, the applicable rule was suspended by general consent.

Brian Bollich:

Mr. Bollich addressed City Council and indicated that he was in support of the residents who had raised objections and/or petitioned against the Group D Phase 1 sidewalk construction, mainly the residents of the 4500 block of Teas Street, 5100 block of Pine Street and the 5300 block of Pine Street. He also supported the petitions submitted by the 400-500 blocks of Bolivar Street, 5200 block of Laurel Street, 4800-4900 blocks of Spruce Street, 4800-4900 blocks of Cedar Street and the 5200 block of Willow Street.

Mr. Bollich stated that he believed that if most residents on a block did not want sidewalks, then that request should be honored by the City Council. In his opinion, the residents knew the trees, landscaping and pedestrian traffic on their block far better than those who did not live on the block.

In closing, Mr. Bollich urged City Council to allocate funds to what he believed to be a more critical citywide need, flood abatement.

Steve Crosby:

Mr. Crosby addressed City Council in support of community pathways. He stated his belief that the primary role of government was to give their citizens a safe community to work and play in. He asked residents if they really wanted to put a mother and stroller in the street and urged City Council not to table the project.

Mary Ann Beauchemin:

Ms. Beauchemin addressed City Council and advised that she was not against sidewalks but had a problem with the City's process. She believed the process did not involve people and input.

Ms. Beauchemin continued and stated that she was taken aback by the decision to change the plan for four-foot sidewalks into a plan for five-foot sidewalks. She urged City Council to start again and get an arborist involved in the plan.

Sandra Kang:

Ms. Kang addressed City Council and advised that her block of Laurel Street was short and bounded by Fifth and Ferris Streets. She indicated that she was home during the day and observed very little vehicular and pedestrian traffic on her block.

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In closing, reference was made to a petition from 80% of the residents on Ms. Kang's block opposing the sidewalk. She urged City Council to use monies for flood abatement and better designated parking for the City's Recreation Center.

Michele Arnold:

Ms. Arnold addressed City Council and indicated that there was a sidewalk on one side of the street on her block; however, people still chose to walk in the street. She expressed her concern with the removal of green space and trees to install five-foot sidewalks.

Ms. Arnold stated that she did not believe that people moved to Bellaire because of sidewalks and asked for access to the data that contrasted the harm to the residents from a lack of sidewalks to the harm that had come from criminals.

She urged City Council not to ignore petitions submitted by residents and asked them to pause on standalone sidewalk construction.

Neil Kaminsky:

Mr. Kaminsky addressed City Council and advised that residents relied on City Council to safeguard their taxpayer money and to spend it wisely. He was fully expecting City Council to revisit the issue and kindly vote against sidewalks. Of particular concern to Mr. Kaminsky was the maintenance cost for the upkeep of sidewalks.

Thomas Lin:

Mr. Lin addressed City Council in opposition to the sidewalk proposal. He expressed his opinion that a more democratic way to address the City's prior policy for the installation of sidewalks was to require them on both sides of the street as opposed to one side.

Rachel Crochet:

Ms. Crochet addressed City Council and urged them to go back and review the locations slated for sidewalks. Reference was made to several dead-end streets listed in the project that did not need sidewalks, in her opinion (i.e., Pauline Street, 4800-4900 blocks of Valerie, Bolivar, and Cedar). She urged City Council to be more responsible as to the locations where sidewalks were to be installed.

On a different matter, Ms. Crochet urged City Council to consider closing Holly Street while the reconstruction of Bellaire High School was going on and to install no-through truck signs.

Brant Fulcher:

Mr. Fulcher addressed City Council regarding sidewalks. Based on his observations, he indicated that most of the streets with sidewalks were not being used. He urged City Council to maintain the tree-lined streets in Bellaire.

Larry Schreve:

Mr. Schreve addressed City Council regarding the sidewalk projects under consideration. A current theme, in his opinion, was that sidewalks exacerbated flooding. He stated that his home had gone

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down in value approximately 20% since Hurricane Harvey.

Reference was made to a report provided to the City Council by the City Engineer and a report from the Building and Standards Commission which inferred, in Mr. Schreve's opinion, that sidewalks contributed to flooding. He stated his belief that a very slight increase in the depth of flood waters could cause a significant increase in the number of additional homes that could flood. He expressed concern that by building sidewalks, the City could condemn homes to flood that might not otherwise flood.

In closing, Mr. Schreve urged City Council to employ an independent engineer to perform a rigorous, hard core scientific study to look at all the projected sidewalks and provide a report as to the effect on flooding and drainage if the sidewalks were constructed.

Joel Ephross:

Mr. Ephross addressed City Council regarding an engineering report prepared by ARKK Engineers and presented to the City Manager on January 20, 2015. He stated that the report identified critical infrastructure areas of improvement for the City of Bellaire. The report indicated that the City had over 4-1/2 million square feet of roadways in an unacceptable condition. The cost to bring the roadways to an acceptable condition according to the report was $16 million. He did not see what City Council was doing with sidewalks on a standalone project as addressing what had been identified by the engineers as being a critical need for Bellaire.

Mr. Ephross continued and referenced Section 94 of the Texas Local Government Code, which provided that a citizen could petition to amend the City Charter. All it took was 5% of the qualified voters in the City to move forward with that. Qualified voters were defined to mean registered voters. According to the Harris County voter precinct data, there were 11,392 registered voters in the City of Bellaire meaning that all it took was 570 voters to amend the City Charter. He suggested that 570 voters could petition to change the Charter to "prohibit sidewalks in the City of Bellaire." Voters could also petition to require the City to remove sidewalks.

Beth McKim:

Ms. McKim addressed City Council regarding the Mayor's earlier statement and agreed that things needed to be on hold. The whole subject of sidewalks appalled her. She stated her belief that most of the residents who flooded needed time to regroup and heal their wounds. The residents did not need more concrete, fewer trees, torn up yards, and more tears.

Denise Leisten:

Ms. Leisten addressed City Council regarding sidewalks. Ms. Leisten advised that her block was not a part of either phases under consideration; however, she wanted to express her concern with what she perceived to be the process or lack thereof and lack of notice to residents on expanding the size of sidewalk widths from 4' to 5'. She stated that she was quite shocked that the width passed in the eleventh hour without real consideration.

She urged City Council to put boots on the ground and look at what they were proposing to do with these sidewalk programs. She did not believe it made sense to spend the time and money to install sidewalks on streets that went nowhere. She encouraged City Council to look at the science behind the increased risk of flooding.

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Forrest Jenkins:

Mr. Jenkins addressed City Council regarding sidewalks. He referenced the combination of two propositions in the Bonds for Better Bellaire 2016 Program (one for critical infrastructure and one for non-critical infrastructure). He expressed his belief that the two were combined because the sidewalk bond would likely not have passed on its own. He stated that he hoped none of the current members of the City Council were involved in that.

Mr. Jenkins passed out photographs showing a recent new sidewalk that wound around landscaping and went 21' into a resident's yard and another of a street lined with trees that had been in place for many years (one of which was 70+ years old). He urged City Council to let residents opt out of the sidewalk program with a 70% threshold.

Ezrah Jaramillo:

Ms. Jaramillo addressed City Council on behalf of a global nonprofit organization, Up with People, which started in 1965 with a mission to empower youth to be positive agents of change in their communities through music and action. She noted that 100 young adults ages 17-29 from 20 different countries traveled around the globe together doing volunteer service, performing a benefit show, and living with local host families.

Ms. Jaramillo advised that Up with People would be returning to Houston the week of October 1-8, 2018, for their third consecutive year. She indicated that a benefit show would be provided on October 5, 2018, at the Strake Jesuit College Prep School. She also advised of the organization's need for host families.

Lewis Kalmans:

Mr. Kalmans addressed City Council and urged them to follow Mayor Friedberg's recommendation to take a step back. He indicated that residents did not need more concrete and urged City Council to focus on drainage problems.

Kjersti Aagaard:

Ms. Aagaard addressed City Council and indicated that she was speaking for the increasingly unsilenced number of individuals in the community. She stated her belief that it was unknown as to whether those that supported a walkable Bellaire were a minority or a majority. While Ms. Aagaard respected the Mayor's comments regarding "pause," she indicated that pausing might not be acceptable to everyone. To her understanding, sidewalks had been a debate in Bellaire for the better part of 30 years.

Ms. Aagaard referenced an online petition in support of sidewalks that had garnered over 340 signatures in four days. She advised that three hundred of the signatures had been validated by the petitioner.

She continued and urged her fellow Bellaire citizens to end the divisiveness. She indicated that Bellaire looked like a community that could not respect each other. She closed by urging City Council to lead with courage and insight.

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Denise Elston:

Ms. Elston addressed City Council regarding sidewalks. She referenced petitions that 100% of the residents of her block and a majority of a neighboring block were submitting in opposition to sidewalks and urged City Council to accept the petitions and exclude those blocks from the sidewalk program.

Matt Guinn:

Mr. Guinn addressed City Council regarding sidewalks. Mr. Guinn passed around a photograph of the sidewalks on the 4600 block of Valerie Street. He indicated that he lost a live oak tree on his property as a result of the sidewalks. He urged City Council to allow residents to vote on a requirement that a builder obtain a permit before cutting down a live oak tree. In closing, he strongly urged City Council to protect the trees.

Esmeralda Saxenian:

Ms. Saxenian addressed City Council regarding sidewalks. She referenced responsibility for the sidewalks and asked who would be responsible for maintenance and whether her homeowner's insurance policy would be affected by having a sidewalk on her property. She also asked if there would be enforcement provisions to require people to use the sidewalks.

In closing, Ms. Saxenian expressed concern that many mature trees might be damaged as a result of the construction of sidewalks.

Jana Bedi:

Ms. Bedi addressed City Council regarding sidewalks. She referenced Hurricane Harvey and noted that one year later, the community that came together in a time of crisis was now divided along an issue that was not related to climate.

Ms. Bedi stated that the construction of a sidewalk on her block of Laurel Street could cause a safety issue for one neighbor as the sidewalk would be constructed very close to one of the windows of his home. She referenced a perception that Bellaire was flood prone and expressed concern that the addition of sidewalks would not help that perception.

Patrick Adams:

Mr. Adams addressed City Council regarding sidewalks. He indicated that his understanding was that the sidewalks were designed and purposed to improve, generally speaking, the quality of life for the residents of Bellaire, which would include perceived safety issues and convenience for pedestrian travel.

Mr. Adams advised that he had been studying the City's website to determine what the downstream effects of the sidewalk installations might be. He stated that he was concerned with how the unintended consequences of a large sidewalk project were determined, presented, and evaluated. He advised that he had only seen hyperbolic and vague references to what adding several acres of concrete to the City might do for or to Bellaire's well-being. Mr. Adams expressed concern with what he believed was a lack of a thorough examination of the downstream effects of the installation of the proposed sidewalks.

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Mr. Adams referenced the Environmental Protection Agency and stated his belief that the City was required to perform an environmental impact study for the proposed sidewalk project. He reminded City Council and the City Manager that their stated purpose was to improve the quality of the human environment. Mr. Adams stated that he believed federal and state law requirements needed to be reviewed for this project.

Mike Jacobs:

Mr. Jacobs addressed City Council regarding sidewalks and trees. From a financial perspective, Mr. Jacobs advised that he did not believe that City Council had done their due diligence with respect to the sidewalk project. He understood that the project was an emotional topic. With the aftereffects of Hurricane Harvey still looming, Mr. Jacobs stated that it was hard for him to see Bellaire revenues from property taxes rising.

Mr. Jacobs urged City Council to look at the second derivative implication of lost revenue. He expressed concern that cutting down trees for sidewalk installation would make those properties less valuable and affect the City's tax revenue.

John Moon:

Mr. Moon addressed City Council regarding sidewalks. He noted that the petition referenced earlier regarding the 4800 block of Spruce Street included signatures from 100% of the properties opposing sidewalks and that the petition for the 4900 block of Spruce Street had signatures from approximately 90% of the properties opposing sidewalks.

Mr. Moon agreed with other comments in that the sidewalk discussion had polarized many of the citizens in Bellaire. He urged City Council to consider surveying residents for a "yes" or "no" vote on sidewalks so that the situation could be rectified.

Tracie Ephross:

Ms. Ephross addressed City Council regarding sidewalks. She advised that she was opposed to the use of $4 million in City funds for sidewalks that were not in conjunction with drainage and street improvements. The money could be used for more important and pressing issues in Bellaire in her opinion. She urged City Council to do the right thing.

Stacie Williams:

Ms. Williams addressed City Council regarding sidewalks. She thanked Mayor Friedberg and Council Member Montague for their "nay" votes on the 5' sidewalk issue. Ms. Williams stated that her belief that five-foot or four-foot sidewalks would be a complete eyesore, damage countless trees, and ruin landscapes. She expressed concern that all property values would be negatively affected.

She continued and advised that residents were told that pathways were shelved. She advised that she had been told by other property owners that contractors would not protect the trees.

Ms. Williams stated that property values were directly affected by curb appeal, neighborhood aesthetics, trees, landscaping, crime, flooding zones, and schools in her opinion. She asked why the City would spend money to destroy trees, ruin landscapes, and harm aesthetics when funds were

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sorely needed for crime prevention and flood mitigation. Just because funds were set aside for sidewalks did not mean that the funds had to be used for sidewalks. She urged City Council to allocate those funds toward the drainage aspect of the bond proposal.

Laura Zito:

Ms. Zito addressed City Council regarding sidewalks. She referenced the combination of bond propositions mentioned previously and expressed her concern that it had happened. Ms. Zito also expressed a concern that the addition of sidewalks could cause some properties to exceed the City's lot coverage requirements.

Ms. Zito urged City Council not to add more concrete to Bellaire, to shelve sidewalks, and to divert funding to drainage improvements.

David Morris:

Mr. Morris addressed City Council and advised that he did have a sidewalk in front of his home but had never seen anyone use it. He urged City Council to look forward as he felt the concern regarding safety would diminish in the future with new automotive technologies.

Susan Scott:

Ms. Scott addressed City Council regarding sidewalks. Reference was made to the trees on her property, which were of great value to her. She suggested that speed humps would provide greater safety for her block.

Written Comments

Mayor Friedberg advised that the City Council had received several written comments, which had been divided into categories. He read the names of those that provided written comments into the record.

Group D, Phase 1

In Favor (1):

Charles and Carole Platt.

Opposed (8):

Gerard Gabel;
Robert Holm;
Ira D. Gruber;
Linda and Jerry Rubenstein;
G. Kelton Ro-Trock;
Patty Ryan Ro-Trock;
Joel N. Ephross; and
Leora Nowitz.

Group D, Phase 2

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In Favor (4):

Charlotte Procter (if 4' in width);
Alan Reingold (suggested modifications for his block);
Kevin and Cathy McFadden (if 4' in width); and
Terry Leavitt-Chavez.

Opposed (18):

Brian and Muttaya Bollich;
Frank Rexach;
John and Jennifer DelTatto;
Patrick Grealy;
Ben and Kelly Cervenka;
Carolyn Grealy;
Sandra Kang and Kris Ramesh;
Toby Turner;
John Lummus;
Susan and Wayne Snow;
Marla and Mike Weinstein;
Thomas Irven;
Gary and Jane McNeel;
Madelyn Foster;
Kathy Masters;
Shauna and Dave Meyer;
J. Ince; and
Sharyn Huang.

Sidewalks, Generally

In Favor (9):

Ron Bilow;
Patricia Bernstein;
Mary Goodman;
Claudia Hackbarth;
Fred Wolgel;
Elizabeth O'Dear;
Bryan and Allison Frazar;
Shana Halvorsen; and
Jennifer Moren Cross.

Opposed (32):

Wesely Wright (no to 5' width);
Molly Abshire (no to 5' width);
Michael Parmet;
Mary Parmet (no to new residential sidewalk requirement);
Eileen Barrett;

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Thomas Lin and May Sim;
M. Behzad Zafar;
Paula DeMonte;
Todd Kimball;
Arlene Schneider;
Esther Polland;
John Grandstaff;
Ali Mirzakhani (no to new residential sidewalk requirement);
Cathleen McQuillan (no to 5' width);
Leanna Laster;
Lawrence Schreve (no to 5' width);
Mary and Lawrence Jennings (no to 5' width);
Mary Fulgham;
Dr. George Leventon;
Mary Gibbs;
Donna and Charles Grehn;
Dr. Jack and Sharon Holladay;
Edward and Susan Zinni;
Teresa Bishop-Smith;
Julie Willis;
Stan and Marcia Katz;
Luis and Elizabeth Soto;
Lee and Mary Denson;
Glenda Danburg Waldman;
Rusty and Tawnya Rubenstein;
Walter Grant, III; and
Pat and Bernice Houstoun.

A written comment was received from Ilia Rosenberg inquiring as to the economic impact of the sidewalk project but expressing no opinion.

Petitions

5200 Block of Huisache Street (Group D, Phase 2)

7 signatories opposed to sidewalks.

5200 Block of Willow Street (Group D, Phase 2)

13 signatories opposed to sidewalks.

4800-4900 Blocks of Spruce Street (Group D, Phase 2)

42 signatories opposed to sidewalks.

Sidewalks in Bellaire (online petition)

Mayor Friedberg advised that the City Council has or will have received complete copies of the written comments for consideration and all were included in the official record of the meeting.

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Given the interest in the Group D, Phase 1, Sidewalk Project, **Mayor Friedberg asked if there was any objection from the City Council to suspend the Rules of Procedure to consider agenda items III. E. 4. and III. E. 5. at this time. Hearing no objection, Mayor Friedberg declared the applicable rule was suspended by general consent and City Council proceeded directly to agenda items III. E. 4. and III. E. 5.**

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.

   Note: agenda items III. E. 4. and III. E. 5. were considered prior to the City Manager's Report. At the conclusion of deliberation and action on agenda items III. E. 4. and III. E. 5., members of City Council took a brief recess at 12:15 a.m. on Tuesday, September 18, 2018.

   Mayor Friedberg announced that the time was 12:22 a.m. on Tuesday, September 18, 2018, and that members of City Council had returned from a brief recess.

   City Manager Hofmann indicated that, given the lateness of the hour, he could provide his City Manager's Report at the next Regular Session of the City Council (September 24, 2018). At the request of Council Member Pollard, City Manager Hofmann provided an overview of a meeting the City Engineer had with the Harris County Flood Control District. City Manager Hofmann advised that he anticipated bringing an Interlocal Agreement to City Council within a few weeks to a few months.

   Following City Manager Hofmann's overview, **Mayor Friedberg** continued to the next item on the agenda.

2. Monthly Financial Report for the Period Ending July 31, 2018 - Submitted by Terrence Beaman, Chief Financial Officer.

   Terrence Beaman, Chief Financial Officer (CFO), referenced the City's 3rd Quarter Report recently presented to City Council, which covered the first nine months of the fiscal year, and noted that there were no surprises in the tenth month. CFO Beaman stated that he was available to answer any questions the City Council might have regarding the report.

   Mayor Friedberg noted that the Monthly Financial Report for the period ending July 31, 2018, was in the packet and had been reviewed by the City Council. He opened the floor for any questions of CFO Beaman. Hearing no questions, Mayor Friedberg acknowledged the good report and continued to the next item on the agenda.

E. New Business:

Adoption of Ordinances:

Minutes Acceptance: Minutes of Sep 17, 2018 7:00 PM (Approval of Minutes:)

1. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the issuance of City of Bellaire, Texas (Harris County, Texas), General Obligation Refunding Bonds, Series 2018A, in an amount not to exceed $13,175,000; specifying the terms and features of said refunding bonds; establishing certain parameters for the sale of said bonds; and enacting provisions incident and related to the issuance, delivery, and payment of a security for said bonds - Submitted by Terrence Beaman, Chief Financial Officer.

   Mayor Friedberg read the agenda caption and referenced a substitute page that had been placed on the dais for City Council consideration. The substitute page "updated the refunding amount, based on the results of the market bit earler in the day of up to $13.175 million in refunding bonds." He recognized Terrence Beaman, Chief Financial Officer (CFO), to provide an introduction of the item.

   Terrence Beaman, CFO, advised that action taken by City Council would provide authorization to move forward with a refunding for some of the City's outstanding bonds. The ordinance prepared for the item was a "parameter sale" ordinance which gave staff the authority to lock in savings of approximately 4-1/2%. Staff would have the flexibility to either decline or move forward with the sale depending on the actual savings that were realized.

   CFO Beaman stated that historically, the City approached a refunding if there was a savings of at least 3%. He noted that the refunding would save the City approximately $45,000 annually and $712,000 over the life of the issuance.

   Mayor Friedberg noted that the City's financial advisor regularly monitored the bond market and made recommendations to refinance our debt as opportunities arose. He opened the floor for questions of CFO Beaman. Following questions, Mayor Friedberg entertained a motion to adopt the ordinance as presented authorizing the issuance of General Obligation Refunding Bonds, Series 2018A, in an amount not to exceed $13,175,000.

   Motion:

   To adopt the ordinance as presented authorizing the issuance of General Obligation Refunding Bonds, Series 2018A, in an amount not to exceed $13,175,000.

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

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

2. Consideration of and possible action on the adoption, by record vote, of the budget of the City of Bellaire, Texas, for the fiscal year beginning October 1, 2018, and ending September 30, 2019 ("FY 2019"), and appropriating the several sums set up therein to the objects and purposes therein named - Submitted by Terrence Beaman, Chief Financial Officer.

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Mayor Friedberg read the caption for the item and noted that the proposed budget for fiscal year 2019 had been presented previously and extensively, including through a public hearing and two workshops. He also referenced an earlier presentation by CFO Beaman during the discussion of the calculation of the effective and rollback tax rates.

Mayor Friedberg noted that under the Texas Local Government Code, two votes were required for adoption of the budget. The first vote would be the adoption of the fiscal year 2019 budget by record vote. Then, should the budget be adopted, a second vote would be taken to ratify the tax increase reflected in the budget so adopted. Mayor Friedberg noted further that the total tax rate associated with this budget is actually slightly below the effective rate, but it is the debt service rate that would generate a revenue increase necessitating that second vote.

Mayor Friedberg entertained a motion to adopt the ordinance as presented adopting the fiscal year 2019 budget and ratifying the tax increase reflected in the budget.

Motion:

To adopt the ordinance as presented adopting the fiscal year 2019 budget and ratifying the tax increase reflected in the budget.

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

Tracy L. Dutton, City Clerk, called for each Council Member's vote individually on the adoption of the fiscal year 2019 budget.

Member	Vote
Neil Verma, Council Member	Yes
Trisha S. Pollard, Council Member	Yes
Gus E. Pappas, Mayor Pro Tem	Yes
Andrew S. Friedberg, Mayor	Yes
Pat B. McLaughlan, Council Member	Yes
Michael Fife, Council Member	Yes
David R. Montague, Council Member	Yes

Mayor Friedberg advised that by record vote, the fiscal year 2019 budget was adopted unanimously.

The second required vote, which was to ratify the tax increase reflected in the budget (the increase of which was driven by the City's debt service requirement), was taken. **All members of City Council voted in favor of ratifying the tax increase reflected in the budget.**

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

3. 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 a License, Use, and Development Agreement by and among the City of Bellaire, Texas, Sagstex Investments, LP, and Wolfie's Swim School, LLC, for the use of city property within the right-of-way generally located between 5200 and 5230 Cedar Street for commercial parking - Submitted by ChaVonne Sampson, Director of Development Services.

   Mayor Friedberg advised that item III. E. 3. was pulled from the agenda at the request of City Staff. He noted that items III. E. 4. and III. E. 5. had already been disposed of and continued to agenda item III. F.

4. 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 RAC Industries, LLC, for the provision of all services, materials, incidentals, and equipment necessary for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project in an amount not to exceed $1,498,538.60 – Submitted by Michael Leech, Director of Public Works.

   Mayor Friedberg read the agenda captions for items III. E. 4. and III. E. 5. and recognized Michael Leech, Director of Public Works, to introduce them.

   Michael Leech, Director of Public Works, stated that item III. E. 4. was a construction contract with RAC Industries, LLC, for the Group D Phase 1 Sidewalk Project. He advised that there were 15 street segments of sidewalk included in the project, with three segments to be constructed at a five-foot width and the remainder to be constructed at a four-foot width as follows:

   1000 Block of Pauline Street - sidewalk to be installed on east side of the street at a width of five feet;

   4500 Block of Teas Street - sidewalk to be installed on the north side of the street at a width of four feet (some four-foot sidewalks currently exist on Teas Street);

   4500 Block of Verone Street - sidewalk to be installed on the north side of the street at a width of four feet;

   4500-4600 Blocks of Holly Street - sidewalk to be installed on the south side of the street at a width of four feet;

   4600 Block of Laurel Street - sidewalk to be installed on the south side of the street at width of four feet;

   4600 Block of Oleander Street - sidewalk to be installed on the north side of the street at

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a width of five feet;

4700-5000 Blocks of Braeburn Drive - sidewalk to be installed on the north side of the street at a width of four feet;

4800 Block of Valerie Street - sidewalk to be installed on both sides of the street at a width of five feet;

4900 Block of Valerie Street - sidewalk to be installed on the north side of the street at a width of four feet;

5000-5100 Block of Pine Street - sidewalk to be installed on the south side of the street at a width of four feet; and

5300 Block of Pine Street - sidewalk to be installed on the north side of the street at a width of four feet.

Mayor Friedberg thanked Director Leech and his staff for their hard work and efforts on the project and opened the floor for questions of Director Leech. Following questions, Mayor Friedberg entertained a motion to adopt the ordinance as presented authorizing a Standard Form of Agreement with RAC Industries, LLC, for the provision of all services, materials, incidentals and equipment necessary for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project in an amount not to exceed $1,498,538.60.

Motion:

To adopt the ordinance as presented authorizing a Standard Form of Agreement with RAC Industries, LLC, for the provision of all services, materials, incidentals and equipment necessary for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project in an amount not to exceed $1,498,538.60.

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

Mayor Friedberg opened the floor for further questions and deliberation. Following questions and deliberation, an amendment to the motion was offered by Mayor Friedberg.

Amendment No. 1:

To amend the motion to add the phrase "with all sidewalks included in the project to be constructed at a four-foot standard width as presented to the public during the design phase."'

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

Discussion ensued among members of the City Council regarding the amendment to the motion. Following discussion, action was taken on the amendment.

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RESULT:	**ADOPTED [6 TO 1]**
MOVER:	Andrew S. Friedberg, Mayor
SECONDER:	David R. Montague, Council Member
AYES:	Friedberg, Pappas, Verma, Pollard, Fife, Montague
NAYS:	McLaughlan
ABSENT:	None

Following further discussion on the motion, as amended, an amendment was offered by Mayor Pro Tem Pappas.

Amendment No. 2:

To remove from the contract the identified streets in Group D Phase 1 that are outside the Loop.

{Moved by Gus E. Pappas, Mayor Pro Tem, and seconded by Andrew S. Friedberg, Mayor}

Discussion ensued among members of the City Council regarding the amendment. Following discussion, action was taken on the amendment.

RESULT:	**ADOPTED [5 TO 2]**
MOVER:	Gus E. Pappas, Mayor Pro Tem
SECONDER:	Andrew S. Friedberg, Mayor
AYES:	Friedberg, Pappas, Verma, McLaughlan, Montague
NAYS:	Pollard, Fife
ABSENT:	None

Discussion ensued on the motion as twice amended. Following discussion and prior to acting, **Mayor Friedberg restated the motion, as twice amended as follows:**

To adopt the ordinance as presented authorizing a Standard Form of Agreement with RAC Industries, LLC, for the provision of all services, materials, incidentals and equipment necessary for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project in an amount not to exceed $1,498,538.60, with all sidewalks included in the project to be constructed at a four-foot standard width as presented to the public during the design phase, but removing from the contract the identified streets in Group D Phase 1 that are outside the Loop.

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

5. 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 ARKK Engineers, LLC, for the provision of construction management services for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project in an amount not to exceed $123,350.00 - Submitted by Michael Leech, Director of Public Works.

Mayor Friedberg, noting that he had previously introduced agenda item III. E. 5. by caption, entertained a motion to adopt the ordinance as presented authorizing a Standard Form of Agreement with ARKK Engineers, LLC, for the provision of construction management services for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project in an amount not to exceed $123,350.00.

Motion:

To adopt the ordinance as presented authorizing a Standard Form of Agreement with ARKK Engineers, LLC, for the provision of construction management services for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project in an amount not to exceed $123,350.00.

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

RESULT:	**ADOPTED [6 TO 1]**
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Gus E. Pappas, Mayor Pro Tem
AYES:	Pappas, Verma, Pollard, McLaughlan, Fife, Montague
NAYS:	Friedberg
ABSENT:	None

Note: At this point in the meeting, City Council returned to agenda item III. D. 1. and considered the remainder of the agenda in the order in which it was written.

F. Item for Individual Consideration:

Consideration of and possible action on the selection of Trustees for Places 11-14 to serve on the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) Board of Trustees for a six-year term commencing on October 1, 2018, and ending September 30, 2024 - Submitted by Tracy L. Dutton, City Clerk, on behalf of the TMLIRP.

Mayor Friedberg read the item caption and reminded members of City Council that when this issue came up two years ago, members cast a vote for the one candidate whom one of

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the members of City Council happened to know and recommended supporting. But, otherwise, City Council abstained as they had no real knowledge of the candidates and no basis on which to distinguish among them. He advised that City Council was by no means obligated to take the same action this time.

Motion:

To abstain from voting on the selection of trustees to serve on the TMLIRP Board of Trustees.

{Moved by Pat B. McLaughlan, Council Member, and seconded by Michael Fife, Council Member}

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

G. Community Interest Items from the Mayor and Council.

Community interest items from the Mayor and Council included expressions of appreciation for the efforts of staff; expressions of thoughts and prayers to those in the Carolinas and along the eastern seaboard suffering from the devastation wrought by Hurricane Florence; and a note of the recent passing of Mayor Harold Penn who served as Mayor of the City of Bellaire for two terms from 1994 to 1998. The City has honored the family's request for privacy at this time but wanted to express the City's heartfelt condolences to the family on their loss and express appreciation for his service to the City.

H. Adjourn.

Mayor Friedberg announced that the Regular Session of the City Council of the City of Bellaire, Texas, was adjourned at 12:43 a.m. on Tuesday, September 18, 2018.

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

SCHEDULED
ORDINANCE (ID # 2654)

Meeting: 10/15/18 05:45 PM
Department: Public Works
Category: Contract
Department Head: Michael Leech
DOC ID: 2654

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 behalf of the City of Bellaire, Texas, a "Pay Estimate No. 3-Final" with Stripe Lines, Inc., in the amount of $10,695.84 for the FY 2017 Street Striping Project, and authorizing the City Manager to release retainage to Stripe Lines, Inc., on said project in the amount of $10,695.84, and accepting said project - Submitted by Michael Leech, Director of Public Works.

Background/Summary:

Last year, Stripe Lines, Inc. was awarded this contract for street striping in an on - call format, where the contract can be renewed on a yearly basis for up to three years. Every year the contractor can request a price adjustment if the Consumer Price Index indicates the prices have changed. Upon completion of this scope, the Public Works Department can submit additional striping work to the contractor honoring the unit prices in this contract.

Here are the areas where the streets were striped with this contract:

- Bellaire Blvd
- S Rice
- Newcastle
- Evergreen
- Avenue B

Stripe Lines, Inc. has performed the striping work satisfactorily and Public Works requests a release of retainage for the work they have performed.

Previous Council Action Summary:

November 6, 2017 - Council approved Ordinance # 17-070 awarding the construction bid for FY 2017 Street Striping Project to Stripe Lines, Inc. for $143,630.50.

Fiscal Impact:

The difference of $12,154.14 between the Original Contract Amount ($143,630.50) and the Final Construction Amount ($131,476.36) will be used to fund future street striping projects.

City Attorney Review:

Yes

Recommendation:

The Public Works Department recommends for City Council to approve the release of retainage in the amount of $10,695.84 to Stripe Lines, Inc. and authorization for the City Manager of the City of Bellaire, Texas, to execute the release of retainage with Stripe Lines, Inc. in the amount of 10,695.84.

ATTACHMENTS:

- Pay Estimate No. 3-Final (PDF)
- Final Payment and Release of Retainage - Stripe Lines Inc - FY 2017 Street Striping Project (DOC)

ARKK ENGINEERS

October 5, 2018

Mr. Michael Leech
Director of Public Works
City of Bellaire
7008 S. Rice Avenue
Bellaire, Texas 77401

RE: FY 2017 Street Striping Project
City of Bellaire
ARKK Job No. 16-031b

Enclosed please find one copy of the following items for the above referenced project:

1. Application for Payment No. 3-Final
2. Pay Estimate No. 3-Final
3. Daily Report Summary

The amount of Application for Payment No. 3-Final is **$10,695.84**

ARKK Engineers, LLC. has reviewed this application and recommends payment of said application.

Sincerely,

ARKK Engineers, LLC

James B. Andrews II, P.E.
Senior Project Manager

JBA/bv

cc: Ms. Cristin Emshoff, MUP - City of Bellaire
Mr. Phil Briscoe - ARKK Engineers, LLC
Mr. Ricardo Todeschini - One Way Striping and Signs, LLC

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

CITY OF BELLAIRE

Estimate No. : 3-Final
Cut off Date : 8/31/2018
Estimate Date : 10/5/2018

ESTIMATE AND CERTIFICATE FOR PAYMENT UNIT PRICE WORK

Project Name : FY 2017 Street Striping Project
Contractor Name : Stripe Lines Inc.
Address : 5430 Killough St Houston, Texas 77086

CONTRACT INFORMATION

Contract Date : 1/29/2016
Notice to Proceed Date : 1/16/2018
Current Completion Date : 1/15/2019

Original Contract Time : 365
Approved Extensions : 0
Total Contract Time : 365
Days Used to Date : 227
Days Remaining to Date : 138

Percentage Complete
By Time : 62.47% In Place : 91.54%

1. Original Contract Amount $ 143,630.50
2. Approved Change Orders

No.	Date	Add. Days	Amount

$0.00

TOTAL CONTRACT AMOUNT : $ 143,630.50

A. EARNINGS TO DATE

1. Work Complete to Date 91.54% Completed to Date $ 131,476.36
2. Materials on Hand $ -

TOTAL EARNINGS TO DATE : $ 131,476.36

B. DEDUCTIONS TO DATE

1. Retainage 0.00% of $ 131,476.36 $ -
2. Liquidated Damages 0 Days at $0.00 per day. $ -

TOTAL DEDUCTIONS TO DATE : $ -

C. AMOUNT DUE THIS PERIOD

1. Total Earnings to Date $ 131,476.36
2. Total Deductions to Date $ -
3. Total Payment Due to Date $ 131,476.36
4. Less Previous Payments $ 120,780.52

TOTAL AMOUNT DUE TO THE CONTRACTOR THIS DATE : $ 10,695.84

This Section is for Finance Processing

D. THIS PERIOD

1. Work Complete this Period (Earnings This Period) $ 4,338.98
2. Retainage Held This Period -5.00% of $ 4,338.98 $ (216.95)
3. Release of Project Retainage 5.00% of $ 131,476.36 $ 6,573.81

PAYMENT DUE : $ 10,695.84

PAYMENT OF THE ABOVE AMOUNT DUE THIS APPLICATION IS RECOMMENDED

Prepared By: _____ 10/5/2018
Construction Manager Date

Recommended By: _____ 10/5/2018
City Engineer Date

Approved By: _____
Special Project Manager Date

Approved By: _____
Director of Public Works Date

Attachment: Pay Estimate No. 3-Final (2654 : Close Project and Release Retainage for PMP Striping Contract)

CITY OF BELLAIRE

ESTIMATE DETAILS FOR PAYMENT OF UNIT PRICE ITEMS

Project Name: FY 2017 Street Striping Project
Contractor: Stripe Lines Inc.
Date Range: 4/1/18 - 5/31/18

Project Number: 16-031b
Estimate No.: 2

Item No.	Description	Unit	Plan	Unit Price	Mo Qty	Mo. Amount $	Qty To Date	Amt to Date$
BASE BID ITEMS - STRIPING								
1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID, Complete in Place, the Sum of:	L.F.	85,850	$0.20	0.00	$ -	47,813.00	$ 9,562.60
2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid, including Sealant, Complete in Place, the Sum of:	L.F.	35,800	$0.36	2,276.00	$ 819.36	32,121.00	$ 11,563.56
3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid, including Sealant, Complete in Place, the Sum of:	L.F.	50,050	$0.36	2,177.00	$ 783.72	49,460.00	$ 17,805.60
4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID, Complete in Place, the Sum of:	L.F.	3,650	$0.50	0.00	$ -	4,720.00	$ 2,360.00
5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid, including Sealant, Complete in Place, the Sum of:	L.F.	3,650	$0.95	0.00	$ -	4,720.00	$ 4,484.00
6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID, Complete in Place, the Sum of:	L.F.	11,910	$0.75	267.00	$ 200.25	12,074.00	$ 9,055.50
7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid, including Sealant, Complete in Place, the Sum of:	L.F.	11,910	$2.15	512.00	$ 1,100.80	13,580.00	$ 29,197.00
8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID, Complete in Place, the Sum of:	L.F.	5,420	$1.25	25.00	$ 31.25	4,017.00	$ 5,021.25
9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid, including Sealant, Complete in Place, the Sum of:	L.F.	5,420	$4.40	319.00	$ 1,403.60	6,320.00	$ 27,808.00
10	Removing Pavement Markings ("ONLY"), Complete in Place, the Sum of:	EA.	40	$30.00	0.00	$ -	48.00	$ 1,440.00
11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY", including Sealant, Complete in Place, the Sum of:	EA.	40	$130.00	0.00	$ -	50.00	$ 6,500.00
12	Removing Pavement Markings (Arrows), All Types, Complete in Place, the Sum of:	EA.	40	$25.00	0.00	$ -	50.00	$ 1,250.00
13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow, All Types, including Sealant, Complete in Place, the Sum of:	EA.	40	$100.00	0.00	$ -	50.00	$ 5,000.00
14	Yellow Curb Paint for Bull Nose, Complete in Place, the Sum of:	L.F.	18,000	$0.45	0.00	$ -	953.00	$ 428.85
15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	EA.	3	$200.00	0.00	$ -	0.00	$ -
16	Allowance for miscellaneous items, Complete in Place, the Sum of:	L.S.	1	$5,000.00		$ -	0.00	$ -
					Subtotal	**$ 4,338.98**		**$ 131,476.36**

Attachment: Pay Estimate No. 3-Final (2654 : Close Project and Release Retainage for PMP Striping Contract)

CITY OF BELLAIRE

ESTIMATE DETAILS FOR PAYMENT
OF UNIT PRICE ITEMS

Item No.		Description	Unit	Plan	Unit Price	Mo Qty	Mo. Amount $	Qty To Date	Amt to Date$
1		Bellaire Blvd							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	15,130.00	$ 3,026.00
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	13,415.00	$ 4,829.40
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	1,715.00	$ 617.40
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50	0.00	$ -	3,471.00	$ 1,735.50
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95	0.00	$ -	3,471.00	$ 3,297.45
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	0.00	$ -	4,355.00	$ 3,266.25
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	0.00	$ -	4,481.00	$ 9,634.15
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	0.00	$ -	1,289.00	$ 1,611.25
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	0.00	$ -	1,507.00	$ 6,630.80
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	35.00	$ 1,050.00
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	36.00	$ 4,680.00
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	36.00	$ 900.00
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	36.00	$ 3,600.00
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	0.00	$ -
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ -**		**$ 44,878.20**
1		New Castle							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	15,000.00	$ 3,000.00
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	0.00	$ -
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	15,024.00	$ 5,408.64
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50	0.00	$ -	380.00	$ 190.00
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95	0.00	$ -	380.00	$ 361.00
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	0.00	$ -	3,635.00	$ 2,726.25
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	0.00	$ -	3,688.00	$ 7,929.20
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	0.00	$ -	872.00	$ 1,090.00
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	0.00	$ -	886.00	$ 3,898.40
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	6.00	$ 180.00
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	6.00	$ 780.00
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	6.00	$ 150.00
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	6.00	$ 600.00
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	0.00	$ -
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ -**		**$ 26,313.49**
1		Ave B							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	16,563.00	$ 3,312.60
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	0.00	$ -
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	16,563.00	$ 5,962.68
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50	0.00	$ -	0.00	$ -
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95	0.00	$ -	0.00	$ -
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	0.00	$ -	2,566.00	$ 1,924.50
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	0.00	$ -	2,566.00	$ 5,516.90
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	0.00	$ -	1,436.00	$ 1,795.00
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	0.00	$ -	1,436.00	$ 6,318.40
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	0.00	$ -
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	0.00	$ -
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	0.00	$ -
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	0.00	$ -
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	0.00	$ -
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ -**		**$ 24,830.08**

Attachment: Pay Estimate No. 3-Final (2654 : Close Project and Release Retainage for PMP Striping

CITY OF BELLAIRE

ESTIMATE DETAILS FOR PAYMENT
OF UNIT PRICE ITEMS

Item No.		Description	Unit	Plan	Unit Price	Mo Qty	Mo. Amount $	Qty To Date	Amt to Date$
1		S. Rice							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	1,120.00	$ 224.00
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	16,430.00	$ 5,914.80
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	11,131.00	$ 4,007.16
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50	0.00	$ -	869.00	$ 434.50
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95	0.00	$ -	869.00	$ 825.55
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	0.00	$ -	1,251.00	$ 938.25
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	0.00	$ -	2,333.00	$ 5,015.95
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	0.00	$ -	395.00	$ 493.75
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	0.00	$ -	2,140.00	$ 9,416.00
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	7.00	$ 210.00
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	8.00	$ 1,040.00
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	8.00	$ 200.00
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	8.00	$ 800.00
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	953.00	$ 428.85
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ -**		**$ 29,948.81**
1		Evergreen							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	0.00	$ -
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	2,276.00	$ 819.36	2,276.00	$ 819.36
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	2,177.00	$ 783.72	2,177.00	$ 783.72
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50		$ -	0.00	$ -
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95		$ -	0.00	$ -
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	267.00	$ 200.25	267.00	$ 200.25
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	512.00	$ 1,100.80	512.00	$ 1,100.80
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	25.00	$ 31.25	25.00	$ 31.25
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	319.00	$ 1,403.60	319.00	$ 1,403.60
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	0.00	$ -
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	0.00	$ -
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	0.00	$ -
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	0.00	$ -
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	0.00	$ -
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ 4,338.98**		**$ 4,338.98**
1		Cedar							
	1	Removing Pavement Striping & Markings (4" width) ANY COLOR/SOLID	L.F.		$0.20	0.00	$ -	0.00	$ -
	2	Reflectorized Pavement Markings Type I (Thermoplastic) 4" White/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	0.00	$ -
	3	Reflectorized Pavement Markings Type I (Thermoplastic) 4" Yellow/Solid - Furnish & Applied	L.F.		$0.36	0.00	$ -	2,850.00	$ 1,026.00
	4	Removing Pavement Striping & Markings (8" width) ANY COLOR/SOLID	L.F.		$0.50	0.00	$ -	0.00	$ -
	5	Reflectorized Pavement Markings Type I (Thermoplastic) 8" White/Solid - Furnish & Applied	L.F.		$0.95	0.00	$ -	0.00	$ -
	6	Removing Pavement Striping & Markings (12" width) ANY COLOR/SOLID	L.F.		$0.75	0.00	$ -	0.00	$ -
	7	Reflectorized Pavement Markings Type I (Thermoplastic) 12" White/Solid - Furnish & Applied	L.F.		$2.15	0.00	$ -	0.00	$ -
	8	Removing Pavement Striping & Markings (24" width) ANY COLOR/SOLID	L.F.		$1.25	0.00	$ -	0.00	$ -
	9	Reflectorized Pavement Markings Type I (Thermoplastic) 24" White/Solid - Furnish & Applied	L.F.		$4.40	0.00	$ -	32.00	$ 140.80
	10	Removing Pavement Markings ("ONLY")	EA.		$30.00	0.00	$ -	0.00	$ -
	11	Reflectorized Pavement Markings Type I (Thermoplastic) Word "ONLY" - Furnish & Applied	EA.		$130.00	0.00	$ -	0.00	$ -
	12	Removing Pavement Markings (Arrows)	EA.		$25.00	0.00	$ -	0.00	$ -
	13	Reflectorized Pavement Markings Type I (Thermoplastic) Arrow - Furnish & Applied	EA.		$100.00	0.00	$ -	0.00	$ -
	14	Yellow Curb Paint for Bull Nose	L.F.		$0.45	0.00	$ -	0.00	$ -
	15	Remove and Replace Existing RR Crossing "X" Symbol, Complete in Place, the Sum of:	L.F.		$200.00	0.00	$ -	0.00	$ -
						Subtotal	**$ -**		**$ 1,166.80**

Attachment: Pay Estimate No. 3-Final (2654 : Close Project and Release Retainage for PMP Striping

City of Bellaire

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, A "PAY ESTIMATE NO. 3 - FINAL" WITH STRIPE LINES, INC., IN THE AMOUNT OF $10,695.84 FOR THE FY 2017 STREET STRIPING PROJECT, AND AUTHORIZING THE CITY MANAGER TO RELEASE RETAINAGE TO STRIPE LINES, INC., ON SAID PROJECT IN THE AMOUNT OF $10,695.84, AND ACCEPTING SAID PROJECT.

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

Section 1. The City Manager is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, a "Pay Estimate No. 3 - Final" with Stripe Lines, Inc. in the amount of $10,695.84 for the FY 2017 Street Striping, and the City Manager is hereby authorized to release retainage to Stripe Lines, Inc., on said project in the amount of $10,695.84, and the City Council of the City of Bellaire accepts the FY 2017 Street Striping Project.

Section 2. Upon execution of said "Pay Estimate No. 3 - Final" the total amount paid to Stripe Lines, Inc., will equal $131,476.36.

PASSED, APPROVED and **ADOPTED** this 15th day of October 2018.

SIGNED:

_____
Andrew S. Friedberg
Mayor

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

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

SCHEDULED
ORDINANCE (ID # 2721)

Meeting: 10/15/18 05:45 PM
Department: Public Works
Category: Contract
Department Head: Michael Leech
DOC ID: 2721

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, to accept the withdrawal of RAC Industries, LLC's bid for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project, Bid No. 18-010, and reject all bids submitted for said project; and to rescind Ordinance Nos. 18-056 and 18-057, which authorized the City Manager to execute Standard Forms of Agreement with RAC Industries, LLC, and ARKK Engineers, Inc., for said project - Submitted by Michael Leech, Director of Public Works.

Background/Summary:

Background/Summary:

On November 8, 2016, the City of Bellaire held the Bonds for Better Bellaire 2016 bond election. Proposition 1 for Streets, Drainage and Sidewalks was approved for $24 million, where $4 million is dedicated exclusively for new sidewalk construction. The focus of the sidewalks in this program is to improve the overall quality and connectivity of the sidewalk system, fill in gaps and update existing sidewalks that are not compliant with the Americans with Disabilities Act (ADA). This is the first project of three approved with this funding and is focused around schools and parks within the City of Bellaire.

On July 12, 2018, six (6) firms submitted bids for this project with a range of $1,498,538.60 to $2,449,790.05. RAC Industries, LLC. was recommended as the lowest responsible bidder on the Group D Phase I Sidewalk project at the September 17, 2018 City Council meeting.

Since the bids were received, several recent City Council votes have altered the scope of the project to the point where the contractor is no longer willing to perform the bid he originally provided; therefore, RAC Industries, LLC. has submitted a letter of withdrawal for this bid.

At the September 17, 2018 City Council meeting, the sidewalks outside the loop were removed:

- 4800 - 4900 Blocks of Valerie Street
- 4700 - 5000 Blocks of Braeburn Drive
- 5000 - 5100 Blocks of Pine Street
- 5300 Block of Pine Street
- 1000 Block of Pauline Avenue

This vote left the following blocks in the scope:

- 4500 - 4600 Blocks of Holly Street
- 4600 Block of Laurel Street
- 4600 Block of Oleander Street
- 4500 Block of Teas Street
- 4500 Block of Verone Street

At the October 1, 2018 City Council meeting, a petition to remove sidewalks on the 4500 block of Teas was approved by the City Council and a speaker mentioned a petition to remove the sidewalk on the 4600 block of Oleander is underway. There was also a discussion that the only sidewalk where there appears to be consensus to proceed with construction is the 4500-4600 blocks of Holly, due to its location near Horn Elementary. This block can be added to the Group D Phase 2 Sidewalk project. We won't proceed with the construction management contract with ARKK Engineering, LLC, but we do not need City Council action, as there are no bids to reject a professional service.

Previous Council Action Summary:

On March 20, 2017, the City Council approved the City Manager to enter into negotiations with Kelly R. Kaluza & Associates, Inc for design engineering and construction administration services for the Bonds for Better Bellaire 2016 Group D Phase I Sidewalk project in an amount not to exceed $132,000.

On March 20, 2017, the City Council approved a contract with ARKK Engineers, LLC for third party plan services for the Bonds for Better Bellaire 2016 Street and Drainage projects Group B Phase 1 and Group C Phase 2 and Sidewalk Project Group D Phase 1 in an amount not to exceed $62,000.

On July 10, 2017 City Council approved the sale of the $11,580,000 General Obligation Bonds, where $2,000,000 was allocated for sidewalks.

On September 17, 2018 City Council approved to award RAC Industries, LLC for a construction contract for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project in an amount not to exceed $1,498,538.60.

Fiscal Impact:

Since the recommendation is to cancel this project, the original bid amount of $1,498,538.60 for the Group D Phase 1 Sidewalk project will not be awarded to RAC Industries, LLC.

City Attorney Review:

Yes

Recommendation:

The Public Works Department recommends City Council approval to accept the withdrawal of RAC Industries, LLC's bid for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010, and to reject the bids submitted for the project.

ATTACHMENTS:

- Withdrawal and Rejection of Bids and Rescinding Ordinances - Group D Phase 1 (DOC)
- RAC Industries Withdraw Letter 10.04.18 (PDF)
- Construction_D1 Sidewalks_Letter of Recommendation (PDF)

City of Bellaire

ORDINANCE NO. 18-___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, ACCEPTING THE WITHDRAWAL OF RAC INDUSTRIES, LLC's BID FOR THE BONDS FOR BETTER BELLAIRE 2016 GROUP D PHASE 1 SIDEWALK PROJECT, BID NO. 18-010, AND REJECT ALL BIDS SUBMITTED FOR SAID PROJECT; AND TO RESCIND ORDINANCE NOS. 18-056 AND 18-057, WHICH AUTHORIZED THE CITY MANAGER TO EXECUTE STANDARD FORMS OF AGREEMENT WITH RAC INDUSTRIES, LLC, AND ARKK ENGINEERS, INC., FOR SAID PROJECT.

WHEREAS, on July 12, 2018, the City of Bellaire, Texas, received bids from six (6) firms for construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010; and

WHEREAS, after bids were received, the City Council of the City of Bellaire, Texas, voted at the September 17, 2018 City Council meeting and October 1, 2018 City Council meeting to alter the scope of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010, by removing certain blocks from said project; and

WHEREAS, on September 17, 2018, the City Council of City of Bellaire, Texas, by Ordinance No. 18-056, authorized the City Manager and City Clerk to execute and attest to, respectively, a Standard Form of Agreement with RAC Industries, LLC for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010; and

WHEREAS, on September 17, 2018, the City Council of the City of Bellaire, Texas, by Ordinance No. 18-057, authorized the City Manager and City Clerk to execute and attest to, respectively, a Standard Form of Agreement with ARKK Engineers, Inc. for construction management services of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project; and

WHEREAS, the City of Bellaire, Texas has received a letter of withdrawal of bid, dated October 4, 2018 and attached hereto as Attachment "A", from RAC Industries, LLC withdrawing their bid for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010, due to the scope of work being reduced.

NOW, THEREFORE,

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

1. The City Council of the City of Bellaire, Texas, accepts the withdrawal of RAC Industries, LLC's bid for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010.

2. The City Manager is no longer authorized to execute a Standard Form of Agreement with RAC Industries, LLC for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, No. 18-010, as previously authorized by Ordinance No. 18-056, because RAC Industries, LLC has withdrawn their bid for said project.

3. The City Manager is no longer authorized to execute a Standard Form of Agreement with ARKK Engineers, Inc. for construction management services for the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, as previously authorized by Ordinance No. 18-057, because the contractor for said project has withdrawn their bid.

4. The City Council of the City of Bellaire, Texas, rejects all bids received for the construction of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Project, Bid No. 18-010, and, accordingly, hereby rescinds Ordinance Nos. 18-056 and 18-057.

PASSED, **APPROVED** and **ADOPTED** this 15th day of October 2018.

SIGNED:

_____
Andrew S. Friedberg
Mayor

ATTEST:

_____
Tracy L. Dutton, TRMC
City Clerk

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

Attachment A

Letter of Withdrawal of Bid from RAC Industries, LLC

RAC Industries LLC

RAC Industries, LLC
3207 Preston Ave
Pasadena, TX 77505
713-534-1151

October 4, 2018

RE: Better Bellaire Sidewalk Project
Bid No. 18-010

Honorable Mayor and City Council:

As a result of the sidewalk project's scope of work being reduced by more than ½, RAC Industries, LLC withdraws its' bid. The project was quoted with unit prices based on efficiencies of scale and the unit prices are too low for small volumes.
We look forward to continuing a good working relationship with you on our other Bellaire Project. RAC Industries, LLC hopes this will not have a negative impact on upcoming projects that will bid in the City of Bellaire.

Thank you for the consideration.

Regards,

Raul A Chapa
President

Letter of Recommendation

for

Bid No. 18-010

BONDS FOR BETTER BELLAIRE 2016
GROUP D PHASE 1
SIDEWALK IMPROVEMENTS

City of Bellaire

JULY 12, 2018

KELLY R. KALUZA & ASSOCIATES, INC.
Consulting Engineers & Surveyors
Engineering Firm No. F-1339
Surveying Firm No. 10010000
3014 Avenue I, Rosenberg, Texas 77471
(281) 341-0808 ■ FAX (281) 341-6333

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

City of Bellaire
Bonds for Better Bellaire 2016
Group D Phase 1
Sidewalk Improvements

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Engineering Letter of Recommendation	2
Bid Tabulation	1
Bid Proposal	5
Reference Sheets	6

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

LETTER OF RECOMMENDATION

KELLY R. KALUZA & ASSOCIATES, INC.
Consulting Engineers & Surveyors
Engineering Firm No. F-1339
Surveying Firm No. 10010000
3014 Avenue I, Rosenberg, Texas 77471
(281) 341-0808 ■ FAX (281) 341-6333

July 16, 2018

Ms. Cristin Emshoff, MUP
Project Administrator
City of Bellaire
4337 Edith Street
Bellaire, Texas 77401

RE: Engineer's Recommendation of Award of Construction Contract for Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Improvements, City of Bellaire, Harris County, Texas (Bid No. 18-010)

Dear Ms. Emshoff:

Construction bids were received and formally opened at 10:00 a.m. on Thursday, July 12, 2018 for the above referenced project. A total of six (6) construction bids were received and opened. This project involves the reconstruction of sidewalks and driveways. This includes removal of existing concrete sidewalks and concrete driveways, placement of new 4-1/2" concrete sidewalks and 6" driveways, as well as some special surface sidewalks and driveways, checker plate sidewalk construction, and removing and replacing existing turf and landscaping within the City's right-of-way.

The following is a summary of our bid evaluation:

1. Bid Tabulation Sheet – Six (6) construction firms participated in the bidding process. The bids were checked for completeness and mathematical errors. RAC Industries, LLC, DVL Enterprises, LLC, and AAA Asphalt Paving each had a mathematical error; however, these errors did not change bidder status.

2. The bids for the total project are as follows:

   (A copy of the bid tabulation is enclosed with this letter.)

Contractor	Total Amount Base Bid	Total Number Calendar Days
RAC Industries, LLC	$1,498,538.60	270
Teamwork Construction Services	$1,506,188.20	270
DVL Enterprises, LLC	$1,557,090.00	270
AAA Asphalt Paving	$1,738,917.50	270
GLM Contracting, Inc.	$1,928,365.00	270
Millis Development & Construction	$2,449,790.05	270

3. References –The references provided by RAC Industries, LLC, the low bidder, were contacted and information on their performance and capabilities to perform similar work was obtained. The references that were contacted indicated that RAC Industries, LLC completed the projects in a timely manner and they were satisfied with their work. We have worked with RAC Industries, LLC previously and find them competent to complete this project.

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

We are recommending that the City of Bellaire accept the construction bids received on the project and enter into a construction contract with RAC Industries, LLC for the Base Bid in the amount of $1,498,538.60. If you have any questions, please contact me.

Sincerely,

KELLY R. KALUZA & ASSOCIATES, INC.

Duane H. Whitehead, P.E.
Project Engineer

DHW/msg

Enclosures

cc: Mr. Paul Hofmann, City Manager
Mr. Michael Leech, Director of Public Works
James Andrews, II, P.E., ARKK Engineering
Bobby Vasek, P.E., ARKK Engineering
RAC Industries, LLC

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

BID TABULATION

ENGINEER:
KELLY R. KALUZA & ASSOCIATES, INC.
3014 AVENUE I
ROSENBERG, TEXAS 77471
(281) 341-0808

BONDS FOR BETTER BELLAIRE 2016
GROUP D PHASE 1 SIDEWALK IMPROVEMENTS
CITY OF BELLAIRE, HARRIS COUNTY, TEXAS
BID OPENING DATE - THURSDAY, JULY 12, 2018 - 10:00 A.M.

OWNER:
CITY OF BELLAI
7008 S. RICE AVEN
BELLAIRE, TX 774
(713) 662-81

BID TABULATION

BIDDERS:			RAC INDUSTRIES, LLC		TEAMWORK CONST. SVCS.		DVL ENTERPRISES, LLC		AAA ASPHALT PAVING		GLM CONTRACTING, INC		MILLIS DEVELOP & CONS
I. BASE BID ITEM DESCRIPTION	EST. QUANT.	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1 SAWCUT CONCRETE PAVEMENT	3,190	LF	$ 4.60	$ 14,674.00	$ 5.20	$ 16,588.00	$ 10.00	$ 31,900.00	$ 4.00	$ 12,760.00	$ 5.00	$ 15,950.00	$ 10.73	$ 34,228.
2 REMOVE/DISPOSE OF EXIST CONCRETE SIDEWALKS TO SUITABLE LANDFILL	1,100	SY	$ 5.30	$ 5,830.00	$ 19.85	$ 21,835.00	$ 10.00	$ 11,000.00	$ 6.00	$ 6,600.00	$ 5.00	$ 5,500.00	$ 12.08	$ 13,288.
3 REMOVE/DISPOSE OF EXIST CONCRETE DRIVEWAYS TO SUITABLE LANDFILL	5,250	SY	$ 3.80	$ 19,950.00	$ 19.85	$ 104,212.50	$ 5.00	$ 26,250.00	$ 6.00	$ 31,500.00	$ 10.00	$ 52,500.00	$ 16.30	$ 85,575.
4 RELOCATE EXIST SIGN	20	EA	$ 300.00	$ 6,000.00	$ 120.00	$ 2,400.00	$ 100.00	$ 2,000.00	$ 225.00	$ 4,500.00	$ 250.00	$ 5,000.00	$ 335.43	$ 6,708.
5 CENTERPOINT TO RELOCATE EXIST LIGHT POLE(S) & GUY WIRE(S)	1	ALLOW	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.
6 RELOCATE EXIST WATER METER/IRRIGATION VALVE	80	EA	$ 220.00	$ 17,600.00	$ 370.00	$ 29,600.00	$ 300.00	$ 24,000.00	$ 850.00	$ 68,000.00	$ 1,500.00	$ 120,000.00	$ 1,006.29	$ 80,503.
7 RELOCATE EXIST WATER VALVE/FIRE HYDRANT	13	EA	$ 460.00	$ 5,980.00	$ 920.00	$ 11,960.00	$ 1,500.00	$ 19,500.00	$ 2,500.00	$ 32,500.00	$ 3,000.00	$ 39,000.00	$ 4,025.17	$ 52,327.
8 RELOCATE EXIST SPRINKLER HEAD & PIPING	1	ALLOW	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.00	$ 18,000.
9 ADJUST EXIST SAN SEW CLEANOUT TO MATCH FINISH GRADE	2	EA	$ 520.00	$ 1,040.00	$ 175.00	$ 350.00	$ 200.00	$ 400.00	$ 250.00	$ 500.00	$ 1,000.00	$ 2,000.00	$ 603.78	$ 1,207.
10 ADJUST TOP OF EXIST MANHOLES TO MATCH FINISH GRADE	11	EA	$ 520.00	$ 5,720.00	$ 375.00	$ 4,125.00	$ 500.00	$ 5,500.00	$ 500.00	$ 5,500.00	$ 250.00	$ 2,750.00	$ 805.03	$ 8,855.
11 ADJUST EXIST INLET TO MATCH SIDEWALK	3	EA	$ 2,760.00	$ 8,280.00	$ 1,395.00	$ 4,185.00	$ 700.00	$ 2,100.00	$ 600.00	$ 1,800.00	$ 750.00	$ 2,250.00	$ 2,012.58	$ 6,037.
12 REGRADE/RECONNECT EXIST CURB DRAIN PIPE	225	LOC	$ 200.00	$ 45,000.00	$ 120.00	$ 27,000.00	$ 200.00	$ 45,000.00	$ 200.00	$ 45,000.00	$ 500.00	$ 112,500.00	$ 134.17	$ 30,188.
13 4-1/2" THICK CONCRETE FOR SIDEWALKS	5,070	SY	$ 56.90	$ 288,483.00	$ 58.05	$ 294,313.50	$ 60.00	$ 304,200.00	$ 80.00	$ 405,600.00	$ 60.00	$ 304,200.00	$ 97.18	$ 492,702.
14 6" THICK CONCRETE FOR DRIVEWAYS	4,507	SY	$ 59.80	$ 269,518.60	$ 65.60	$ 295,659.20	$ 70.00	$ 315,490.00	$ 95.00	$ 428,165.00	$ 70.00	$ 315,490.00	$ 87.55	$ 394,587.
15 SIDEWALK RAMPS	75	EA	$ 1,437.50	$ 107,812.50	$ 1,295.00	$ 97,125.00	$ 1,500.00	$ 112,500.00	$ 1,500.00	$ 112,500.00	$ 2,000.00	$ 150,000.00	$ 1,207.55	$ 90,566.
16 SPECIAL SURFACE DRIVEWAY/SIDEWALK	1,250	SY	$ 100.00	$ 125,000.00	$ 78.00	$ 97,500.00	$ 90.00	$ 112,500.00	$ 125.00	$ 156,250.00	$ 75.00	$ 93,750.00	$ 257.32	$ 321,650.
17 REMOVE/REPLACE EXIST LANDSCAPING	1	ALLOW	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.
18 SELECT FILL PLACEMENT	100	CY	$ 14.00	$ 1,400.00	$ 48.00	$ 4,800.00	$ 10.00	$ 1,000.00	$ 35.00	$ 3,500.00	$ 25.00	$ 2,500.00	$ 67.09	$ 6,709.
19 SOLID SOD TURF REPLACEMENT TO MATCH EXIST; WATER UNTIL VEG ESTABLISH	10,200	SY	$ 4.50	$ 45,900.00	$ 4.15	$ 42,330.00	$ 5.00	$ 51,000.00	$ 5.00	$ 51,000.00	$ 5.00	$ 51,000.00	$ 16.29	$ 166,158.
20 FURNISH/INSTALL/MAINTAIN EROSION SEDIMENT. CONTROL, SWPPP PERMIT, ET	1	LS	$ 5,800.00	$ 5,800.00	$ 7,100.00	$ 7,100.00	$ 10,000.00	$ 10,000.00	$ 5,500.00	$ 5,500.00	$ 10,000.00	$ 10,000.00	$ 60,378.00	$ 60,378.
21 TREE PROTECTION FENCING	1	LS	$ 11,100.00	$ 11,100.00	$ 9,250.00	$ 9,250.00	$ 8,000.00	$ 8,000.00	$ 7,500.00	$ 7,500.00	$ 50,000.00	$ 50,000.00	$ 29,975.00	$ 29,975.
22 REMOVE TREE/SHRUB 0" TO 11.99" PER TREE PROTECTION PLAN	12	EA	$ 400.00	$ 4,800.00	$ 920.00	$ 11,040.00	$ 300.00	$ 3,600.00	$ 250.00	$ 3,000.00	$ 600.00	$ 7,200.00	$ 154.30	$ 1,851.
23 REMOVE TREE/SHRUB 12" TO 29.99" PER TREE PROTECTION PLAN	9	EA	$ 550.00	$ 4,950.00	$ 1,200.00	$ 10,800.00	$ 800.00	$ 7,200.00	$ 1,100.00	$ 9,900.00	$ 1,200.00	$ 10,800.00	$ 1,207.55	$ 10,867.
24 CLEARANCE PRUNE TREE SERVICES TO BE PERFORMED BY CERTIFIED ARBORIST	40	EA	$ 345.00	$ 13,800.00	$ 820.00	$ 32,800.00	$ 600.00	$ 24,000.00	$ 65.00	$ 2,600.00	$ 200.00	$ 8,000.00	$ 147.59	$ 5,903.
25 INSTALL ROOT PRUNING TRENCH	565	LF	$ 3.70	$ 2,090.50	$ 14.00	$ 7,910.00	$ 30.00	$ 16,950.00	$ 9.50	$ 5,367.50	$ 15.00	$ 8,475.00	$ 40.25	$ 22,741.
26 INSTALL CHECKERPLATE SIDEWALK CONSTRUCTION	2,100	SF	$ 64.00	$ 134,400.00	$ 15.80	$ 33,180.00	$ 35.00	$ 73,500.00	$ 25.00	$ 52,500.00	$ 50.00	$ 105,000.00	$ 87.01	$ 182,721.
27 ROOT STIMULATION SERVICES TO BE PERFORMED BY CERTIFIED ARBORIST	15	EA	$ 345.00	$ 5,175.00	$ 705.00	$ 10,575.00	$ 600.00	$ 9,000.00	$ 45.00	$ 675.00	$ 300.00	$ 4,500.00	$ 644.03	$ 9,660.
28 URBAN FORESTER/ARBORIST SITE VISITS, AS REQUIRED	1	ALLOW	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.
29 OWNER'S ALLOWANCE TO BE USED AT CITY'S DISCRETION	1	ALLOW	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.
30 PROJECT SIGNS	19	EA	$ 950.00	$ 18,050.00	$ 1,150.00	$ 21,850.00	$ 500.00	$ 9,500.00	$ 800.00	$ 15,200.00	$ 1,000.00	$ 19,000.00	$ 462.89	$ 8,794.
31 FURNISH & MAINTAIN SIGNAGE, FLAGMEN, TRAFFIC CONTROL, ETC.	1	LS	$ 21,735.00	$ 21,735.00	$ 28,800.00	$ 28,800.00	$ 25,000.00	$ 25,000.00	$ 15,000.00	$ 15,000.00	$ 100,000.00	$ 100,000.00	$ 48,303.00	$ 48,303.
32 CONTRACTOR'S MOBILIZATION (INCL. BONDS & INSURANCE)	1	LS	$ 72,450.00	$ 72,450.00	$ 42,900.00	$ 42,900.00	$ 70,000.00	$ 70,000.00	$ 20,000.00	$ 20,000.00	$ 95,000.00	$ 95,000.00	$ 41,300.00	$ 41,300.
TOTAL AMOUNT - BASE BID			**$ 1,498,538.60**		**$ 1,506,188.20**		**$ 1,557,090.00**		**$ 1,738,917.50**		**$ 1,928,365.00**		**$ 2,449,790.0**
TOTAL AMOUNT OF CALENDAR DAYS - BASE BID			**270**		**270**		**270**		**270**		**270**		**270**
BIDDERS:			**RAC INDUSTRIES, LLC**		**TEAMWORK CONST. SVCS.**		**DVL ENTERPRISES, LLC**		**AAA ASPHALT PAVING**		**GLM CONTRACTING, INC**		**MILLIS DEVELOP & CONS**

MATHEMATICAL ERROR CORRECTED BY ENGINEER

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

BID PROPOSAL

COPY

City of Bellaire

Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk Improvements

BID PROPOSAL

BID FOR UNIT PRICE CONTRACT

PLACE: Bellaire, Texas

DATE: 7/12/2018

PROJECT NO. 18-010

Proposal of

RAC Industries, LLC

(Hereinafter called "Bidder")

TO: THE HONORABLE MAYOR AND CITY COUNCIL
CITY OF BELLAIRE, TEXAS
(Hereinafter called "Owner")

The Bidder, in compliance with your invitation for bids for the construction of:

BID NO. 18-010
BONDS FOR BETTER BELLAIRE 2016
GROUP D PHASE 1
SIDEWALK IMPROVEMENTS

having carefully examined the plans, specifications, instructions to bidders, notice to bidders and all other related contract documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials and supplies and to construct the project in accordance with the plans, specifications and contract documents, within the time set forth therein and at the prices stated in Exhibit "A" attached hereto.

The Bidder binds himself, upon acceptance of his proposal, to execute a contract and any required bonds, according to the accompanying forms, for performing and completing the said work within the time stated and for the prices stated in Exhibit "A" of this proposal.

Bidder hereby agrees to commence the work on the above project on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within **two hundred seventy (270) consecutive calendar days** thereafter as stipulated in the specifications and other contract documents. Bidder hereby further agrees to pay to Owner as liquidated damages the sum of **$500.00** for each consecutive calendar day in excess of the time set forth hereinabove for completion of this project, all as more fully set forth in the General Conditions of the contract documents.

The following unit prices are bid and shall be complete compensation as measured in place for all materials, labor, overhead, profits and any other cost that is necessary to complete the job to the Engineers specifications and satisfaction. It is also understood that the quantities shown are only an estimate of the work to be done. No re-negotiation of prices bid will be made for over runs or under runs of quantities.

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

Bidder understands and agrees that this bid proposal shall be completed and submitted in accordance with the General Instructions to Bidders.

Bidder understands that the Owner reserves the right to reject any or all bids, use deductible bid items and to waive any formality in the bidding.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids.

Bidder acknowledges receipt of the following addenda:

1 - RNJ

The undersigned Bidder hereby declares that he has visited the site of the work and has carefully examined the plans, specifications and contract documents pertaining to the work covered by this bid, and he further agrees to commence work on or before the date specified in the written notice to proceed and to substantially complete the work on which he has bid, as provided in the contract documents.

Enclosed with this proposal is a cashier's check or certified check for _____ _____ Dollars ($_____) or a bid bond in the sum of Ten Percent Of Greatest Amount Bid ($ 10% GAB) as which it is agreed shall be collected and retained by the Owner as liquidated damages in the event the proposal is accepted by the Owner and the undersigned fails to execute the necessary contract documents and the required bonds (if any) with the Owner within ten (10) days after the date of receipt of written notification of acceptance of said proposal; otherwise said check or bond shall be returned to the undersigned upon demand.

Discrepancies in the multiplication of units of Work and unit prices will be resolved in favor of unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

The unit prices shall include all labor, materials, dewatering, shoring, removal, overhead, incidental costs, fees, profit, insurance, etc., to cover the finished work of the several kinds called for.

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

Bidder understands and agrees that the contract to be executed by Bidder shall be bound and include all contract documents made available to him for his inspection in accordance with the Notice to Bidders.

RAC Industries, LLC
Bidder

By: Robert N Smither
Signature

Type or Print:

Bidder's Name: Robert N. Smither

Bidder's Address: 2512 Cocoa Lane
Pasadena, Texas 77502

(If Bidder is a Corporation)

Attest:

J Santos Lira
Secretary

(Corporate Seal)

Name of Person Signing: J Santos Lira

Office Held: Secretary

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

CITY OF BELLAIRE

BONDS FOR BETTER BELLAIRE 2016 GROUP D PHASE 1 SIDEWALK IMPROVEMENTS

Exhibit "A"

BID FORM

Item No.	Item Description	Unit	Est. Quan.	Unit Price	Total Amount
BASE BID					
1	SAWCUT CONCRETE PAVEMENT, COMPLETE IN PLACE, THE SUM OF	L.F.	3190	$ 4.60	$ 14,674.00
2	REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALKS TO SUITABLE LANDFILL OR APPROVED EQUAL, COMPLETE IN PLACE, THE SUM OF	S.Y.	1100	$ 5.30	$ 5,830.00
3	REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAYS TO SUITABLE LANDFILL OR APPROVED EQUAL, COMPLETE IN PLACE, THE SUM OF	S.Y.	5250	$ 3.80	$ 19,950.00
4	RELOCATE EXISTING SIGN, COMPLETE IN PLACE, THE SUM OF	EA.	20	$ 300.00	$ 6,000.00
5	CENTERPOINT TO RELOCATE EXISTING LIGHT POLE(S) AND GUY WIRE(S), COMPLETE IN PLACE, THE SUM OF	ALLOW	1	$ 35,000.00	$ 35,000.00
6	RELOCATE EXISTING WATER METER OR IRRIGATION VALVE, COMPLETE IN PLACE, THE SUM OF	EA.	80	$ 220.00	$ 17,600.00
7	RELOCATE EXISTING WATER VALVE OR FIRE HYDRANT, COMPLETE IN PLACE, THE SUM OF	EA.	13	$ 460.00	$ 5,980.00
8	RELOCATE EXISTING SPRINKER HEAD AND PIPING, COMPLETE IN PLACE, THE SUM OF	ALLOW	1	$ 18,000.00	$ 18,000.00
9	ADJUST EXISTING SANITARY SEWER CLEANOUT TO MATCH FINISH GRADE, COMPLETE IN PLACE, THE SUM OF	EA.	2	$ 520.00	$ 1,040.00
10	ADJUST TOP OF EXISTING MANHOLES TO MATCH FINISH GRADE, COMPLETE IN PLACE, THE SUM OF	EA.	11	$ 520.00	$ 5.720.00
11	ADJUST EXISTING INLET TO MATCH SIDEWALK, COMPLETE IN PLACE, THE SUM OF	EA.	3	$ 2,760.00	$ 8,280.00
12	REGRADE AND RECONNECT EXISTING CURB DRAIN PIPE, COMPLETE IN PLACE, THE SUM OF	LOC.	225	$ 200.00	$ 45,000.00
13	4-1/2" THICK CONCRETE FOR SIDEWALKS, COMPLETE IN PLACE, THE SUM OF	S.Y.	5070	$ 56.90	$ 288,483.00
14	6" THICK CONCRETE FOR DRIVEWAYS, COMPLETE IN PLACE, THE SUM OF	S.Y.	4507	$ 59.80	$ 269,518.60
15	SIDEWALK RAMPS, COMPLETE IN PLACE, THE SUM OF	EA.	75	$ 1,437.50	$ 107,812.50
16	SPECIAL SURFACE DRIVEWAY OR SIDEWALK, COMPLETE IN PLACE, THE SUM OF	S.Y.	1250	$ 100.00	$ 125,000.00
17	REMOVE AND REPLACE EXISTING LANDSCAPING, COMPLETE IN PLACE, THE SUM OF	ALLOW	1	$ 150,000.00	$ 150,000.00
18	SELECT FILL PLACEMENT, COMPLETE IN PLACE, THE SUM OF	C.Y.	100	$ 14.00	$ 1,400.00
19	SOLID SOD TURF REPLACEMENT TO MATCH EXISTING TURF OF THE DISTURBED AREAS AND PROVIDE WATERING UNTIL VEGETATION ESTABLISHMENT, COMPLETE IN PLACE, THE SUM OF	S.Y.	10200	$ 4.50	$ 45,900.00
20	FURNISH, INSTALL AND MAINTAIN EROSION SEDIMENTATION CONTROL, STORM WATER POLLUTION PREVENTION PLAN PERMIT AND DEVICES UNTIL VEGETATION IS ESTABLISHED, COMPLETE IN PLACE, THE SUM OF	L.S.	1	$ 5,800.00	$ 5,800.00
21	TREE PROTECTION FENCING, COMPLETE IN PLACE, THE SUM OF	L.S.	1	$ 11,100.00	$ 11,100.00
22	REMOVE TREE/SHRUB 0 TO 11.99" PER TREE PROTECTION PLAN, COMPLETE IN PLACE, THE SUM OF	EA.	12	$ 400.00	$ 4,800.00
23	REMOVE TREE/SHRUB 12" TO 29.99" PER TREE PROTECTION PLAN, COMPLETE IN PLACE, THE SUM OF	EA.	9	$ 550.00	$ 4,950.00
24	CLEARANCE PRUNE TREE SERVICES TO BE PERFORMED BY CERTIFIED ARBORIST, COMPLETE IN PLACE, THE SUM OF	EA.	40	$ 345.00	$ 13,800.00
25	INSTALL ROOT PRUNING TRENCH, COMPLETE IN PLACE, THE SUM OF	L.F.	565	$ 3.70	$ 2,090.50

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

CITY OF BELLAIRE

BONDS FOR BETTER BELLAIRE 2016 GROUP D PHASE 1 SIDEWALK IMPROVEMENTS

Exhibit "A"

BID FORM

Item No.	Item Description	Unit	Est. Quan.	Unit Price	Total Amount
26	INSTALL CHECKERPLATE SIDEWALK CONSTRUCTION, COMPLETE IN PLACE, THE SUM OF	S.F.	2100	$ 64.00	$ 134,400.00
27	ROOT STIMULATION SERVICES TO BE PERFORMED BY CERTIFIED ARBORIST, COMPLETE IN PLACE, THE SUM OF	EA.	15	$ 345.00	$ 5,175.00
28	URBAN FORESTER/ARBORIST SITE VISITS, AS REQUIRED, COMPLETE IN PLACE, THE SUM OF	ALLOW	1	$ 8,000.00	$ 8,000.00
29	OWNER'S ALLOWANCE TO BE USED AT CITY'S DISCRETION, COMPLETE IN PLACE, THE SUM OF	ALLOW	1	$ 25,000.00	$ 25,000.00
30	PROJECT SIGNS.	EA.	19	$ 950.00	$ 18,050.00
31	FURNISH AND MAINTAIN SIGNAGE, BARRICADES, AND FLAGMEN TRAFFIC CONTROL, FOR LANE AND ROAD CLOSURE AND PROVIDE TEMPORARY ACCESS TO PROPERTIES IN ACCORDANCE WITH THE PLANS AND THE "TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", COMPLETE IN PLACE, THE SUM OF	L.S.	1	$ 21,735.00	$ 21,735.00
32	CONTRACTOR'S MOBILIZATION INCLUDING BONDS AND INSURANCE **(MAY NOT EXCEED 5% OF BID)**, COMPLETE IN PLACE, THE SUM OF	L.S.	1	$ 72,450.00	$ 72,450.00

TOTAL BASE BID ITEMS: $ 1,409,538.60

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

REFERENCE SHEETS

REFERENCE: City of Dickinson
TELEPHONE NO.: 281.686.6918
CONTACT: Travis Sellers
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 8

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 8

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 9

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No, not aware of any issues

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: No change orders

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes, they were completed

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 8

9. Would you like to have them perform a job for you again?

   ANSWER: Yes, I would

10. Do you see them capable of performing larger projects?

    ANSWER: Yes

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

REFERENCE: Harris County Precinct 2
TELEPHONE NO.: 281.772.9643
CONTACT: Vijaya K. Rapulo
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 9

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 8

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 10

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No problems

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: No change orders

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes, they completed on time

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 8

9. Would you like to have them perform a job for you again?

   ANSWER: Yes I would

10. Do you see them capable of performing larger projects?

    ANSWER: Yes, they completed this project, and it was $1 million dollars

REFERENCE: East Fort Bend County Development Authority
TELEPHONE NO.: 972.951.5720
CONTACT: Jessica Dennis
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 9 or 10

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 10, had no

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No, went really smoothly considering we were in Stafford

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: No change orders

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes they did, they were the only contractors on the project that did

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10, easy to get a hold of, they always answered my calls or called me right back

9. Would you like to have them perform a job for you again?

   ANSWER: Yes for sure

10. Do you see them capable of performing larger projects?

    ANSWER: Yes

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

REFERENCE: Harris County
TELEPHONE NO.: 713.703.3078
CONTACT: Stephen Swindell
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 10

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 10, excellent quality of work

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: Cannot rate, they didn't have neighboring property owners

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No problems at all, handled spectacular

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: Definitely reasonable, traffic control requirement during construction, had nothing to do with them

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes, completed on time

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: They did not speak with my clients, everything went through me

9. Would you like to have them perform a job for you again?

   ANSWER: Yes, they are doing one right now

10. Do you see them capable of performing larger projects?

    ANSWER: Yes

Attachment: Construction_D1 Sidewalks_Letter of Recommendation (2721 : Reject the Bid for the D1 Sidewalk Project)

REFERENCE: City of Morgan's City
TELEPHONE NO.: 281.494.3252
CONTACT: Cole Caraway
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 10

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 10

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No problems

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: Only one change order, was the owners request

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes they were

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 10

9. Would you like to have them perform a job for you again?

   ANSWER: Yes I would

10. Do you see them capable of performing larger projects?

    ANSWER: Yes I do

REFERENCE: City of Texas City
TELEPHONE NO.: 713.400.2755
CONTACT: John Rudolf
PROJECT: Bonds for Better Bellaire 2016 Sidewalk Project Group D-Phase I
CONSTRUCTION AMOUNT: $1,498,538.60

QUESTIONS

1. How did RAC Industries perform on the project? (On a scale of 1-10)

   ANSWER: 9

2. Were you satisfied with their performance?

   ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

   ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

   ANSWER: 8

5. Did they have any problems with the job? If so, what was the nature of the problem?

   ANSWER: No issues

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

   ANSWER: No change orders

7. Were they able to complete the project within the time allotted? If not, what was the reason?

   ANSWER: Yes, finished on time

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

   ANSWER: 9

9. Would you like to have them perform a job for you again?

   ANSWER: Yes

10. Do you see them capable of performing larger projects?

    ANSWER: Yes I do

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

SCHEDULED
ACTION ITEM (ID # 2727)

Meeting: 10/15/18 05:45 PM
Department: Development Services
Category: Discussion
Department Head: ChaVonne Sampson
DOC ID: 2727

Item Title:

Consideration of and possible action on a request to repeal or modify Ordinance No. 16-030, requiring that all new construction include the installation of sidewalks along each side of a property abutting a public street as set forth in Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, Sec. 9-22, Sidewalks required for new construction - Requested by Pat B. McLaughlan, Council Member.

Background/Summary:

Since June of 2016, new residential construction has been required to install a sidewalk along the length of the lot, including along and around a corner, when applicable.

Council now has the option of continuing the current practices, deleting the ordinance requirement, or continuing to require the construction of sidewalks, with an added "fee-in lieu of" provision.

Previous Council Action Summary:

On June 6, 2016 Council Adopted Ordinance 16-030, now codified as Section 9-22, "Sidewalks required for new construction."

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

Discuss and provide direction as appropriate.

ATTACHMENTS:

- 16-030 - Code Amend - Ch 9 Sec 9-22 - Sidewalks Required for New Construction (PDF)

Attachment: 16-030 - Code Amend - Ch 9 Sec 9-22 - Sidewalks Required for New Construction (2727 : Discussion of New Residential Sidewalk

ORDINANCE NO. 16-030

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING *CHAPTER 9, BUILDINGS, ARTICLE II, BUILDING CODES, DIVISION 1, GENERALLY, OF THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS,* BY REPEALING *SECTION 9-22, REMOVAL OF EXISTING SIDEWALKS,* IN ITS ENTIRETY AND REPLACING IT WITH *SEC. 9-22, SIDEWALKS REQUIRED FOR NEW CONSTRUCTION,* FOR THE PUPOSE OF REQUIRING SIDEWALKS DURING NEW CONSTRUCTION.

WHEREAS, the City Council of the City of Bellaire, Texas, has determined that sidewalks should be constructed in connection with new construction; **NOW, THEREFORE,**

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

Section 1. *Chapter 9, Buildings, Article II, Building Codes, Division 1, Generally, Section 9-22, Removal of existing sidewalks,* of the *Code of Ordinances of the City of Bellaire, Texas ("Code"),* is hereby repealed and replaced in its entirety; said revised City Code shall read as set out in Appendix "A" attached hereto. All other portions of *Chapter 9* of the City's Code not specifically amended hereby shall remain in full force and effect.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence,

paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the *Texas Open Meetings Act*, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves, and confirms such notices and the contents and posting thereof.

Section 5. This Ordinance shall be effective as of the 1st of July, 2016.

PASSED and **APPROVED** this 6th day of June, 2016.

(SEAL)

CITY OF BELLAIRE TEXAS

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: 16-030 - Code Amend - Ch 9 Sec 9-22 - Sidewalks Required for New Construction (2727 : Discussion of New Residential Sidewalk

APPENDIX A
TO
ORDINANCE NO. 16-030

Appendix A

Sec. 9-22. - Sidewalks required for new construction.

All new construction shall require the installation of sidewalks along each side of a property abutting a public street in accordance with city specifications. Sidewalks shall be installed prior to the issuance of a certificate of occupancy.

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

SCHEDULED
ORDINANCE (ID # 2724)

Meeting: 10/15/18 05:45 PM
Department: City Clerk
Category: Appointment
Department Head: Tracy L. Dutton
DOC ID: 2724

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, designating one (1) member to fill a vacancy on the Evelyn's Park Conservancy Board as the City's representative for a term commencing on October 15, 2018, and ending on June 30, 2020 - Submitted by Tracy L. Dutton, City Clerk.

Background/Summary:

On August 28, 2018, Evelyn's Park Conservancy Board Member Patricia King-Ritter emailed the City Clerk's office to let the City know that she had accepted the position of Executive Director for Evelyn's Park and needed to resign her appointment as a Board Member. Ms. King-Ritter was most recently appointed to serve a two-year term on the Evelyn's Park Conservancy Board commencing on July 1, 2018 and ending on June 30, 2020.

The City Clerk's office began advertising to fill this vacancy on Tuesday, September 4, 2018 and applications were accepted until 5:00 p.m. on Friday, September 28, 2018.

Interviews of interested applicants were conducted on October 8, 2018 and earlier in the evening of October 15, 2018. Set forth below is a list of applicants that have expressed an interest in filling Ms. King-Ritter's vacancy on the Evelyn's Park Conservancy Board.

1. Sumit Dalwadi;
2. A. Kyle Jones;
3. Edward (Ed) Kahn;
4. Ronnie Karkowsky;
5. Corey McMullen;
6. Dr. Sherry Noblett;
7. Naveen Pinglay;
8. Jeremy Samuels; and
9. Traci Silverman.

A ballot has been prepared for use during the October 15, 2018 Regular Session, as well as an ordinance which would allow for the designation of one (1) member to fill a vacancy on the Evelyn's Park Conservancy Board as the City's representative for a term commencing on October 15, 2018 and ending on June 30, 2020.

Previous Council Action Summary:

As noted above, interviews of interested applicants were conducted on October 8, 2018 and earlier in the evening of October 15, 2018.

Fiscal Impact:

N/A

City Attorney Review:

N/A

Recommendation:

Action as City Council deems appropriate.

ATTACHMENTS:

- Ballot - EPCB Vacancy - 2018 - Final (DOCX)
- Designation of City Representative to Board of Directors of Evelyns Park Conservancy to Fill Vacancy - 2018 (DOCX)

City of Bellaire

Ballot – October 15, 2018

Evelyn's Park Conservancy Board (EPCB)

Instructions: Please indicate your choice by marking an "X" beside the name of **one (1)** applicant to serve as a member of the EPCB to fill a vacancy for a term commencing October 15, 2018 and ending June 30, 2020. Applicant names are listed in alphabetical order.

☐ Sumit Dalwadi

☐ A. Kyle Jones

☐ Edward (Ed) Kahn

☐ Ronnie Karkowsky

☐ Corey McMullen

☐ Dr. Sherry Noblett

☐ Naveen Pinglay

☐ Jeremy Samuels

☐ Traci Silverman

Signature: _____

SAMPLE

City of Bellaire

ORDINANCE NO. 18-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, DESIGNATING ONE (1) MEMBER TO SERVE ON THE EVELYN'S PARK CONSERVANCY BOARD (THE "EPCB") AS THE CITY'S REPRESENTATIVE TO FILL A VACANCY FOR A TERM COMMENCING ON OCTOBER 15, 2018 AND ENDING ON JUNE 30, 2020.

WHEREAS, the City Council of the City of Bellaire, Texas, entered into an *Agreement Concerning Evelyn's Park, Bellaire, Texas, by and among City of Bellaire, Texas, and The Jerry and Maury Rubenstein Foundation* ("Agreement"), on February 21, 2011, for the purpose of developing property conveyed to the City of Bellaire, Texas, by The Jerry and Maury Rubenstein Foundation and addressed as 4400 Bellaire Boulevard, Bellaire, Texas, into a high quality urban park and/or open space, with related facilities and amenities, for the use and enjoyment of the residents of Bellaire and visitors to Bellaire; and

WHEREAS, the Agreement called for the creation of a Conservancy as a non-profit 501(c)(3) corporation, to be called the "Evelyn's Park Conservancy," and set forth the purpose and function of the Evelyn's Park Conservancy; and

WHEREAS, the City of Bellaire, Texas, is authorized to designate four (4) members to the Board of Directors of the Evelyn's Park Conservancy; and

WHEREAS, the City Council of the City of Bellaire, Texas, designated Patricia King-Ritter and Jerry I. Wische as the City's representatives to the Board of Directors of the Evelyn's Park for a term of two years commencing on July 1, 2018 and ending on June 30, 2020 by Ordinance No. 18-034; and

WHEREAS, Patricia King-Ritter accepted the position of Executive Director of Evelyn's Park and resigned her position as a Board Member on or about September 4, 2018; and

WHEREAS, the City Council of the City of Bellaire, Texas, desires to designate _____ as the City's representative to the Board of Directors of the Evelyn's Park Conservancy to fill the vacancy left by Patricia King-Ritter for a term commencing on October 15, 2018 and ending on June 30, 2020.

NOW, THEREFORE,

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

1. The recitals set forth hereinabove are true and correct.

2. _____ is hereby designated as the City of Bellaire's representative to the Board of Directors of the Evelyn's Park Conservancy for a term commencing on October 15, 2018 and ending on June 30, 2020.

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

PASSED, APPROVED, and **ADOPTED** this 15th day of October 2018.

SIGNED:

_____
Andrew S. Friedberg
Mayor

ATTEST:

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

APPROVED AS TO FORM:

_____
Alan P. Petrov
City Attorney

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

SCHEDULED
ORDINANCE (ID # 2728)

Meeting: 10/15/18 05:45 PM
Department: City Clerk
Category: Amendment
Department Head: Tracy L. Dutton
DOC ID: 2728

Item Title:

Consideration of and possible action on requests from residents in the 4600 block of Laurel Street and the 4600 block of Oleander Street to amend the scope of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project by removing said blocks from the project - Requested by David R. Montague, Council Member.

Background/Summary:

On October 4, 2018, residents in the 4600 block of Laurel Street submitted a petition to the Bellaire City Council requesting that the scope of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project be amended to remove their block from the project. The petition was updated with an additional signature on October 8, 2018.

On October 10, 2018, residents in the 4600 block of Oleander Street submitted a petition to the Bellaire City Council requesting that the scope of the Bonds for Better Bellaire 2016 Group D Phase 1 Sidewalk project be amended to remove their block from the project.

In response to these requests, Council Member David R. Montague has asked that an item be placed on the October 15, 2018, agenda for City Council consideration. He noted that City Council consideration had been given to petition requests submitted from residents on Bolivar Street, Cedar Street, Huisache Street, Laurel Street (5200 block), Spruce Street, Willow Street, and Teas Street in connection with similar sidewalk projects and felt the same consideration should be given to Laurel Street (4600 block) and Oleander Street.

Previous Council Action Summary:

See Background/Summary.

Fiscal Impact:

N/A

Recommendation:

Action as City Council deems appropriate.

ATTACHMENTS:

- 4600 Block of Laurel Street - Group D Phase 1 (PDF)
- 4600 Block of Oleander Street - Group D Phase 1 (PDF)

Petition Against Proposed Sidewalks for 4600 Block of Laurel Street

The undersigned are residents of the 4600 Block of Laurel Street in Bellaire and are against the sidewalk proposed for the 4600 Block of Laurel Street pursuant to the Bonds for Better Bellaire 2016 Program (Group D Phase 1).

Address	Name	Signature		Date
4601 Laurel	Recently Sold But Unoccupied			
4602 Laurel	Sandy Tunyman			10-2-18
4603 Laurel	~~[illegible]~~			
4604 Laurel	Jerry Dow			10-2-18
4605 Laurel	Already Has Existing Sidewalk			
4606 Laurel	Maureen Yen			10-2-18
4607 Laurel	Already Has Existing Sidewalk			
4608 Laurel	JOHN Brentin			10/3/18
4609 Laurel	MARGARET SLUTZ GREG SLUTZ			10/2/18
4610 Laurel	[illegible]			10/2/18
4612 Laurel	LISA PAIKOWSKI			10/2/18
4613 Laurel	HAROLD VINEGAR	Harold Vinegar		10/2/18
4614 Laurel	SAUNYA LEE			10/2/18
4615 Laurel	Frances Calvia	Frances Calvia		10-2-18
4616 Laurel	CAROL KLUG	Carol Klug		10.2.18
4617 Laurel				
4618 Laurel	Steve Jong			10-2-18
4620 Laurel	TERESA LEE			10/8/18
4621 Laurel	Thomas LIN May Sim			10/2/18
4622 Laurel	NANCY LIM			10/2/18
4623 Laurel	H.Y. LIN			10/2/18
4611 Laurel	Robin Vinegar	Robin Vinegar		10/02/18

Attachment: 4600 Block of Laurel Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

October 1, 2018

City of Bellaire Public Works
7008 S Rice Avenue
Bellaire, TX 77401

To: Bellaire Public Works Department

Subject: Planned Sidewalk Construction on the 4600 block of Oleander

This petition is in reference to the Bellaire Public Works Department's plan to install contiguous sidewalks on the 4600 block of Oleander Street. The property owners on this block request the termination or at minimum the postponement of this project due to the flooding our city, and our block in particular, has experienced over the last three years. Many of us were fortunate to escape significant flood damage during the May 2015 and April 2016 storms, but Hurricane Harvey was not so kind.

During Harvey, many homes, in particular those closest to Avenue B, were inundated with flood waters and many other residents were inches from experiencing the same. The planned sidewalks will remove permeable ground and replace it with concrete. There is no way to know if the additional amount of concrete would have caused more extensive flooding, but it is logical to assume that would have increased the probability.

In addition, our street is in disrepair and quickly accumulates water even after a minor rain. This accumulated water does not drain well and remains until a street sweeper can be dispatched to remove the excess water, providing ample time for mosquitos and other insects to grow, infest our yards and make it dangerous for anyone to be outside, especially young children.

Finally, work is currently underway to modify Brays Bayou with the goal of eliminating, or at least, reducing the chance of flooding in the Bellaire/Meyerland areas. Until such time as that work has been completed and storm tested, and until the city is prepared to address our specific street's draining issues, we request that the Bellaire Public Works Department postpone this project.

Sincerely,

The Home Owners of the 4600 Block of Oleander:

[See Signature Pages Attached]

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewall

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander	Attached		
4600-B	Oleander	VIVEK BANSAL		
4600-C	Oleander	Mark Schmulen		
4602	Oleander	Attached		
4604	Oleander	Gabrielle Pate	Gabrielle Pate	
4606	Oleander	Robyn Repass	Robyn B. Repass	rrepasse comast.ne
4608	Oleander	Patricia Schoorstein		
4610	Oleander	Attached		
4612	Oleander	Attached		
4614	Oleander		Ray M. Goldstein	
4616	Oleander	Attached		
4618	Oleander	Gloria A. Glaser	Gloria A. Glaser	
4620	Oleander		Helen Kuo	
4601	Oleander	Attached		
4603	Oleander	Ted D. Pate		
4605	Oleander	Bryan Pate		
4607	Oleander		E. Villarreal	
4611	Oleander	Landon Hatfield		
4613	Oleander	Brook Marchini	Brook Marchini	
4615	Oleander	Phebe Chen		
4617	Oleander			
4619	Oleander	Veronica S. Ferris	Veronica S. Ferris	
4621	Oleander	Lucy Corona	LUCY CORONA	
4623	Oleander	Carol Smith	Carol Smith	
4625	Oleander			
4627	Oleander	Attached		
4629	Oleander	Attached		
4631	Oleander	Attached		

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewalk

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander	IRWIN M. BARG		irwbarg@att.net
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander	Elizabeth G Sery	[illegible]	
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewalk

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander	WILLIAM & MERRIL MAO		TENNISMAO@AOL.COM
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewall

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander	Shannon Sheena	Shannon Sheena	
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewalk

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander	Vivian Lee		vivianhsialee@yaho
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander	Scott Frankel	[illegible]	sfr@frankelbuildingsgroup.com
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander	Peter Nguyen		peternguyenmd@gmail.com
4603	Oleander			Peter is the
4605	Oleander			owner under contract
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander			

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander	M. G. Savadkoohi	M G. Sa[illegible]	atlaschrome@yahoo.com
4629	Oleander			
4631	Oleander			

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewall

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander	SHANKER AYYAR	Ayyar	easternmm@yahoo.com
4631	Oleander			

Signatures of the Home Owners of the 4600 Block of Oleander for the Petition against the installation of sidewall

No.	Street	Name	Signature	Email (Optional)
4600-A	Oleander			
4600-B	Oleander			
4600-C	Oleander			
4602	Oleander			
4604	Oleander			
4606	Oleander			
4608	Oleander			
4610	Oleander			
4612	Oleander			
4614	Oleander			
4616	Oleander			
4618	Oleander			
4620	Oleander			
4601	Oleander			
4603	Oleander			
4605	Oleander			
4607	Oleander			
4611	Oleander			
4613	Oleander			
4615	Oleander			
4617	Oleander			
4619	Oleander			
4621	Oleander			
4623	Oleander			
4625	Oleander			
4627	Oleander			
4629	Oleander			
4631	Oleander	Cristina Lopez	Cristina Lopez	

Attachment: 4600 Block of Oleander Street - Group D Phase 1 (2728 : Amendment to Contract with RAC - Group D Phase 1)