

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

BOARD AND COMMISSION REVIEW COMMITTEE

OCTOBER 29, 2018

Council Chamber	Committee Meeting	6:00 PM
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7008 SOUTH RICE AVENUE
BELLAIRE, TX 77401-4411

Committee Member

Committee Member

Committee Member

Michael Fife
Council Member

Andrew S. Friedberg
Mayor

David R. Montague
Council Member

Mission Statement:

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

COMMITTEE MEETING - 6:00 P.M.**A. Call to Order – Andrew S. Friedberg, Mayor.****B. Overview of Board and Commission Review Process – Andrew S. Friedberg, Mayor.**

Sec. 2-92. - Creation of new boards.

(b) Prior to adoption of an ordinance creating and establishing any new board, and each five years thereafter, city council shall specifically review and consider the following:

(1) For boards other than ad hoc advisory boards, whether the establishment of the board will create sufficient betterment to the community to justify the city's delegation of a portion of its authority;

(2) Whether another board or agency, either public or private, which is already in existence could serve the same purpose;

(3) The costs, both direct and indirect, of establishing and maintaining the board;

(4) Whether the board is necessary to enable the city to obtain state or federal grants or other financing; and

(5) Whether the creation of a new board is the best method of achieving the benefit desired.

Chapter 2, Administration, Article VII, Boards and Commissions, Division 1, Generally, Sec. 2-92, Creation of New Boards, of the Code of Ordinances of the City of Bellaire, Texas.

C. Public Comment.

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.

D. Committee Discussion.

Discussion concerning input received and potential committee recommendations to the City Council.

E. Adjourn.

CERTIFICATE

I, the undersigned authority, do hereby certify that the agenda set forth above regarding a Committee Meeting of the City Council Board & Commission Review Committee of the City of Bellaire, Texas, to be held on Monday, October 29, 2018, at 6:00 p.m. was posted on the City's official bulletin board located on an outside west wall of City Hall, 7008 South Rice Avenue, Bellaire, Texas, a place convenient and readily accessible to the general public at all times, and was posted on the following date at the stated time: Thursday, October 25, 2018, at _____ a.m./p.m.

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

<p>This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City of Bellaire's ADA Coordinator, Kathleen Quiroz, at (713) 662-8270 or FAX (713) 662-8212.</p>

CERTIFICATE OF REMOVAL

I, the undersigned authority, do hereby certify that the agenda set forth on the preceding page regarding a Committee Meeting of the City Council Board & Commission Review Committee of the City of Bellaire, Texas, to be held on Monday, October 29, 2018, at 6:00 p.m. was removed by me from the City's official bulletin board located on an outside west wall of City Hall, 7008 South Rice Avenue, Bellaire, Texas, on the _____ day of _____, 2018, at _____ a.m./p.m. I hereby certify further that said agenda remained posted continuously for at least 72 hours preceding the scheduled time of the Committee Meeting.

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

VI. UNFINISHED BUSINESS (OUTGOING BOARD ONLY)

There was no unfinished business.

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

Development Services Coordinator, Ashley Parcus, swore in the re-appointed and newly appointed members.

VIII. INTRODUCTION OF INCOMING BOARD MEMBERS

Cindy Preble introduced herself to the Board.

Board Member Sinha welcomed Board Member Preble and thanked her for her service.

IX. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Motion: A motion was made by Board Member Gilmer and seconded by Board Member Sinha to nominate Board Member Karakowsky as Chairman of the Board of Adjustment.

Vote: The motion passed with a vote of 5-0.

Motion: A motion was made by Board Member Karakowsky and seconded by Board Member Sinha to nominate Lilly Gilmer as Vice Chairman of the Board of Adjustment.

Vote: The motion passed with a vote of 5-0.

X. ADOPTION OF RULES OF PROCEDURE**A. Rules of Procedure**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James P. Avioli Sr., Board Member
SECONDER:	Lilly Gilmer, Board Member
AYES:	Avioli Sr., Karakowsky, Sinha, Mandel, Gilmer, Preble
ABSENT:	Raval, McKone

XI. NEW BUSINESS**A. 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. Parcus introduced the item and went through each of the five review criteria for the Board to consider.

Board Member Avioli stated that the most pertinent criteria is number (2) which states "Whether another board or agency, either public or private, which is already in existence could serve the same purpose." He stated that in his opinion this Board is appropriate to handle the business that comes before it as the Board of Adjustment, as opposed to putting those responsibilities on any other Board or Commission within the City. Board Member Avioli felt that the Board has a purpose and should stay with the establishment as it currently exists.

Vice Chairman Gilmer stated that she agrees with Board Member Avioli.

Motion: a motion was made by Board Member Avioli and seconded by Vice Chairman Gilmer that the City stay with the present establishment of the Board of Adjustment and that the Board continues to handle appropriate matters that come before it.

Vote: the motion carried with a vote of 5-0.

XII. COMMUNICATIONS AND REPORTS

There were no communications or reports.

XIII. GENERAL COMMENTS FROM THE PUBLIC

(Limitations: Six (6) minutes per speaker with extensions in two (2) minute increments as approved by a majority vote of the Board Members present).

There were no comments from the public.

XIV. GENERAL COMMENTS FROM BOARD MEMBERS

There were no comments from the Board.

XV. ANNOUNCEMENTS

Ms. Parcus gave the Board an update on 4921 Palmetto, the subject of a public hearing at the Board's previous meeting, stating that the property owner did move forward with construction of the backyard deck without permits from the City. She added that they were sent a citation and had plead not guilty in court. Ms. Parcus informed the Board that the property owner was scheduled to be back in court on August 29th for a trial by judge, and that members of staff will be present.

Board Member Sinha and Chairman Karakowsky asked if the court hearing will have any impact on the Board of Adjustment, or if the Board will need to be involved in any way.

Mrs. Parcus explained that the property owner did have the option of appealing the Board's decision, but chose to move forward with construction instead. Therefore, it is being handled in municipal court and will not impact or require involvement from the Board.

Ms. Parcus informed the Board that moving forward, City staff will be sending out City correspondence via City email addresses only and no longer will personal email addresses be utilized. She added that this is being enforced for the purpose of open records requests and as an effort to stay transparent.

Ms. Parcus also mentioned that the City will be holding a training session specific to all Chairmen and Vice Chairmen of each of the Boards and Commissions. She added that the date for that session has not been confirmed but that information would be sent out those members once it has been.

XVI. ADJOURNMENT

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

Vote: the motion was carried on a vote of 5-0.

Mr. Davidson replied that the City would remove everything from the lot and leave it an undeveloped condition.

Vice Chair Spencer commented that they have determined that this home not be an emergency, but asks if there is any way the City can disconnect the power.

Mr. Davidson stated that he can send a notice to Centerpoint to request the removal of the electrical meter and will do so after this meeting.

Commissioner Coselli asked if the 90 day period is a statutory amount of days.

Mr. Petrov stated that Mr. Davidson's recommendation is 30 days.

G. Closure of the Public Hearing

Motion: Commissioner Williams made a motion that the Commission issues an order to the homeowner to facilitate the demolition of the structure on 4515 Maple Street within 30 days. It was seconded by Commissioner Coselli.

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

2. 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.

Mr. Davidson presented the item for discussion. On June 19, 2018, City Council voted to commence a periodic review of the City of Bellaire board and Commissions, pursuant to Section 2-92 (b) of the Code of Ordinances. This item has been added to each board and commission's July agenda to allow members the opportunity to provide feedback. The Council Liaison to each board/commission will report back to City Council on the discussion during a Workshop Session to be held in August of 2018.

Chairwoman Thurmond stated that she believes the Commission is an important piece in the government puzzle. They serve an essential function even though matters like the meeting's public hearing are few and far in-between. She says it's important not to consolidate too much power or authority into one place. They can deal with many things that would not appear on City Council's radar such as building science efforts and thinks they will continue to see matters like that. If there were any desire for Council to dissolve the board, she would be the loudest voice to protest.

Vice Chair Spencer has been on the board for 5 years and seen a multitude of different professions of the Commissioners (e.g. engineers, construction professionals). He mentioned some of their achievements like making construction sites in the City more pleasant and stormwater pollution prevention. He believes they are a diverse and intelligent group serve unique functions that cannot be compared.

Commissioner Stone wouldn't want to see the issues they see thrown into other boards. They are specialized for a good reason and can go into issues in depth.

Addressing item 2, Mr. Davidson commented that they do not have to have another board like this to serve the same purpose. Moving on to item 3, he states that the Commission is in an interesting position because their existence is required. The City does need to have a

board to fulfill certain duties and check on the Building Official. He thinks the costs are relatively trivial compared to the functions that are carried out by the board.

Chairwoman Thurmond agrees.

Mr. Davidson mentioned that the Commission would probably serve a role with grant money indirectly as the floodplain changes. It is in the chapter that the Commission regulates. The City's compliance with NFIP will have to go through this Commission if there are any changes. He stated that number 5 ties into number 1 as it has been discussed earlier in that meeting that the Commission is serving a good purpose. Mr. Davidson reminded that City e-mail addresses are to be used for official communications and to be checked it regularly.

Commissioner Coselli remarked that the main duty of the Commission is to maintain the safety of the Citizens and is equally as important as the expertise of the building code.

Councilman Montague appreciated the discussion of the public hearing and the feedback. He followed up on Mr. Davidson's comment about the City e-mail. Citizens are interested in the functions and activities of the City Council and boards that requires going back on communications as part of The Freedom of Information Act. It is easier to go through communications through City e-mails rather than personal e-mails. He also announced the annual board and commission training session is tomorrow. Old members are welcomed to attend with the new members.

Vice Chair Spencer asked what the training requirements are.

Mr. Petrov believes it is only for the new members.

Chairwoman Thurmond asked if there have been any more conversations about sidewalks at the Council level.

Councilman Montague answered no and didn't believe there would be until the Commission addresses anything in regards to standards and brings a proposal forward to Council.

Mr. Davidson mentioned the recent Planning and Zoning meeting did discuss the Pathways Plan.

Chairwoman Thurmond asked if there was an apparent consensus on the public comments for the Pathways Plan.

Mr. Davidson replied that most were against the Pathways Plan and there were a few in favor.

Commissioner Stone had attended the meeting and said there was an overwhelming majority against the plan and were hostile against sidewalk work in their yards.

- 3. The Chair shall recognize any Commissioner who wishes to bring New Business to the attention of the Commission. Consideration of New Business shall be for the limited purpose of determining whether the matter is appropriate for inclusion on a future agenda of the Commission or referral to Staff for investigation.**

City of Bellaire

September 18, 2018

Dear Bellaire City Council Members,

Name Change of Bellaire Cultural Arts Board to "Bellaire Culture and Arts Board"

It is the unanimous recommendation of the Bellaire Cultural Arts Board that Bellaire's City Council act to change the name of this Board to the "Bellaire Culture and Arts Board".

Background

As part of the Sunset Review process, the Board undertook a broad review of its **Purpose** [Section II b. of the Rules of Procedure September 2015 – 2016 and **Duties and Powers** [Section II d. (1) through (8)]. The detailed changes are attached as Appendix I (Current) and Appendix II (Proposed).

During our debate, considerable time was spent discussing what is meant by the word "culture / cultural". The Cambridge Dictionary records the two most appropriate definitions as:-

- 1) (Way of Life) the way of life of a particular people, esp. as shown in their ordinary behavior and habits, their attitudes toward each other, and their moral and religious beliefs:
- 2) (Arts) the arts of describing, showing or performing that represent the traditions or the way of life of a particular people or group; literature, art, music, dance, theatre etc.

We feel both of these are relevant in the work we do and the new description more accurately reflects appropriate emphasis on each of them rather than a focus on the latter.

Subtle but Meaningful Change

In practice, the name change will not affect the "grass roots" work that we do monthly in supporting Art in the Park at Evelyn's Park or the recurring events at July 4th or Holiday in the Park and other events. We will continue to assist with input on beautification and hope to bring awareness of Bellaire businesses through the new seasonal banners. However items 4), 6), and 7) detailed in Appendix II attached are intended to add clarity and better define the role of the Board.

City of Bellaire

With regard to 4), this is intended to recognize that our culture starts with our history – ensuring that it is preserved, documented and presented appropriately will be our goal as the new City Hall is completed. We are also in the early stages of determining whether the popular annual fair in Paseo Park can be re-established. Item 6) is intended to highlight that we are available to assist City Council on appropriate issues in gauging the temperature of the community to a given project, recognizing that "culture" is not only a function of historic roots but also current demography and future trends. Item 7) is intended to address the fact that maintenance and preservation of work already completed is as important as a new project. In the immediate aftermath of Harvey, our culture should be to preserve what we already have as well as selectively seeking new projects.

We appreciate you considering our suggested amendment and look forward to working with you in the year ahead.

Bellaire Culture and Arts Board

Appendix I

Purpose [Current]

To advise the City Council concerning public art, including visual and performing arts, and related programming in the City.

Duties and Powers - Objectives [Current]

- (1) To enhance the quality of life in the City with visual and performing arts by transforming the places our citizens live, work and play into more welcoming and beautiful environments through the integration of artistic styles that reflect the vibrant image of the City as a contemporary and progressive City.
- (2) To provide the City and its citizens with an art program for future public art and acquisition, performing and visual art exhibition and demonstration.
- (3) To serve as a vehicle to approach other Governmental Agencies and the private sector for financial assistance to develop public art in the City.
- (4) To serve as a guide for future Cultural Arts Board members.
- (5) To prepare and submit to the City Council recommendations for public art projects and improvements to be located in public spaces within the City.
- (6) To prepare and submit budgets for the development and installation of public art projects and improvements recommended by the Cultural Arts Board to the City Council.
- (7) To investigate and recommend to the City Council possible funding mechanisms for an on-going public arts program.
- (8) To participate in cooperative projects with City departments and Boards and non-profit entities.

Appendix II

Purpose [Proposed]

To provide all the citizens of Bellaire with a Cultural Arts program that enhances our quality of life.

Duties and Powers - Objectives [Proposed]

- (1) To provide all the citizens of Bellaire with a Cultural Arts program that enhances our quality of life.
- (2) To transform and evolve the places our citizens live, work and play into more inclusive, integrated environments utilizing art, dance, music, food and fitness.
- (3) To create events that nurture our citizens' relationships with each other by learning to appreciate our cultural differences.
- (4) To foster a culture in Bellaire that establishes our city as a unique, historic yet contemporary community surrounded by a major metropolitan city.
- (5) To participate in cooperative projects with other city departments, Boards and non- profits that serve our purposes.
- (6) To serve as a resource to city council in assessing general aspects of beautification in the city of Bellaire as well as submitting budgets and investigating alternative funding for Cultural Arts projects when appropriate to do so.
- (7) To assist the city of Bellaire in keeping a record of its history and artwork while also supervising maintenance.
- (8) To follow and update the Cultural Arts Board's Master Plan and be guided by such document on an on-going basis.
- (9) To serve as a guide for future CAB members.

Environmental and Sustainability (ESB) Board Meeting
Wednesday, August 8, 2018
Bellaire City Hall Council Chamber

Meeting Minutes

A. Call to Order and Announcement of a Quorum

The regular meeting of Environmental and Sustainability Board (ESB) was called to order at 6:33PM on Wednesday, August 8, 2018, by Neil Verma, City Council Liaison. There was a quorum of members present.

Members Present

Ayobamidele (Ayo) Bello
Ritwick Agrawal
Mandeep Birring
James (Jim) Burrough
Michelle (Micki) Mastin
Brian Witt

Members Absent

Dilnaz Lateef

Non-Voting Members Present

Michael Leech, Bellaire Solid Waste & Streets Superintendent (Public Works Representative)
Neil Verma, City Council Liaison

B. Election of Officers

1. Chairman

- a. Mr. Verma began the process of electing new officers.
- b. Mr. Verma called for nominations for Chairman
- c. Ayo Bello was nominated by Micki
- d. There were no other nominations
- e. Mr. Bello was elected by acclamation

2. Vice-Chairman

- a. Nomination of Brian Witt by Jim
- b. Nomination of Ritwick Agrawal by Micki
- c. Chairman Bello called for a vote
- d. Mr. Witt received 5 votes, Dr. Agrawal received 1 vote

- a. Ayo suggested that Board Members provide, at the September meeting, a summary of their areas of interest, areas of concentration and willingness to spearhead their initiatives. This will facilitate organization of the Board's goals and projects for the current term.
 - b. Ayo indicated that the ESB Social Media posts to the City's Facebook page will soon be depleted
 - i. He requested that one or more members consider volunteering to handle this task
 - ii. Discussion followed regarding the process, source and restrictions of this endeavor
 - iii. Ayo offered to have a few possible posts available ahead of the next Board meeting so Members can vote on them at the next meeting.
2. Periodic Review of City of Bellaire Boards and Commissions:
- a. On June 18, 2018, the City Council of the City of Bellaire, Texas, voted to commence a periodic review of the City of Bellaire boards and commissions.
 - b. Councilman Verma guided the board through a review.
 - i. "Will the board create sufficient betterment to the community to justify the City's delegation of its authority"
 - 1. After Board discussion, it was agreed that the ESB does provide for betterment of the community
 - 2. Examples of betterment include the recycling events, community education and participation in events at Spring Fling and Evelyn's Park
 - ii. "Whether another board or agency, either public or private, already in existence could serve the same purpose"
 - 1. After Board discussion, it was determined that no other board or entity serves the same purpose
 - iii. "The costs of maintaining the board" are reasonable
 - 1. After Board discussion, it was determined that costs were minimal and not a burden to the City
 - iv. "Whether the board is necessary to enable the City to obtain state or federal grants or other financing"
 - 1. After discussion, the board determined that the question was Not Applicable

- v. “Whether creation of a new board is the best method of achieving the benefit desired”
 - 1. After discussion, the board determined that the answer was No.
- c. Councilman Verma recorded the Board’s input and analysis and will report the information to Council at the appropriate time.

I. New Business:

- 1. In preparation for the September ESB meeting, all members are requested to define their areas of greatest interest in forwarding the goals of the board. Be prepared to state to the board the following:
 - a. Areas of greatest interest
 - b. Significant initiatives you will champion including willingness to spearhead the specific project
- 2. Review the ESB Rules of Procedure and be prepared to discuss any proposed modifications
 - a. Proposed modifications may be addressed directly and individually to Ayo
 - b. Proposed modifications may be presented to the full Board at the September meeting
- 3. Micki suggested organization of a trip to Waste Management’s facility to educate the Board
- 4. No member brought additional new business not already covered in H.1. a and b

J. Next Meeting: The next Board meeting will be held on Wednesday September 5, 2018 at the City Council Conference Room.

K. Adjourn: Jim motioned to adjourn the meeting. Brian seconded. There being no further business, the meeting was adjourned at 7:58PM.

Submitted by: Jim Burrough

LIFE Advisory Board
Minutes of Meeting Held Thursday, July 26, 2018 – 12:00 pm.
Bellaire United Methodist Church
4417 Bellaire Blvd, Bellaire, TX 77401

A. Call to Order: by Trish Parrack at 12:00 pm.

Attendance: Board: Trish Parrack, Ann Kong, Barbara Davis, Connie Eicher,
Roberta Murray, Tillie Wiedmann, Pat Tracey

Council Liaison: Andrew S. Friedberg, Mayor

Parks & Re Department: Karl Miller, Ryan Smith, Victoria Arevalo

Visitors: None

Announcement of a Quorum by Trish Parrack at 12:00 pm.

B. Approval of Minutes from the June 28, 2018, meeting.

- June 28, 2018 Meeting Minutes adjusted: ADA public meeting is August 2nd and new city hall and civic center will reopen in 2019. Trish presented as amended. Roberta moves to approve: Tillie seconds

C. Swearing in and introduction of new Board Members.

- Barbara Davis, Tillie Weidemann, and Ann Kong are sworn in by City of Bellaire's City Clerk, Tracy Dutton

D. Visitor Comments.

- None

E. Staff Comments/Reports:

1. Andrew S. Friedberg, Mayor
 - July is budget season. Between July and September council will be meeting to finalize the budget. Budgeting resiliency is the idea going into making the new budget. Everything is still included such as salaries, etc., with highlights of affected tax rates and capital improvement . Funding will go towards engineering for flooding task force and drainage needs. The 2016 Bonds for Bellaire was approved for three years. They are trying collect as much data as possible to make successful plans for future developments. Overall the budget will be highlighting the drainage problem within Bellaire.
2. Parks, Recreation and Facilities Staff
 - Karl Miller –
 - Reminder, Thursday August 2nd is public ADA meeting at Evelyn's Park. Meeting begins at 7:00 PM.
 - 4th of July Parade and Festival was rained out.
 - Ryan Smith
 - Party at the Pavilion is August 3rd with Houston Brass Band.
 - Dive-In Movie is August 9th watching Sharknado.

F. Old Business:

1. Activities and trips from last meeting forward.

- Victoria Arevalo
 - Last Month's Trips
 - Goya trip happened after 11 months with 34 attendees. They were able to visit the IGLOO gift shop. Goya gave out a can of beans to everyone.
 - The Shape of Water suggested by Pat Westwood. She will now preview any Rated R movie before putting it in the Newsletter
 - Let's Do Lunch at the new '401 restaurant- 20 attendees
 - Trip to H-E-B was a nice tour with lunch at Union Kitchen. 21 people attended and everyone was able to try samples. They gave away free coffee to seniors at the door.
 - Activities and Trips Attendance Update: see Attachment A

G. New Business:

1. Discussion and possible action per the request of the Bellaire City Council to review of City of Bellaire boards and commissions pursuant to Section 2-92(b) of the Code of Ordinances.
 - Mayor Andrew Friedberg states, the purpose of this review is to allow the board the first opportunity to review what is working or not working with the BLIFE board. This review happens after 5 years. This way each board is able to review first and then allow city council.
 - Trish reads the summary of BLIFE's purpose and duties.
 - All agree that BLIFE Board offers betterment to the community.
 - All agree another organization or board cannot serve the same purpose as BLIFE
 - All agree that the costs it takes to establish this board is within means
 - All agree that there are no federal grants necessary at the moment
 - All agree that there is no need to create a new board; the current board is maintaining its purpose.
2. Review and discussion of the BLIFE rules of procedures.
 - After a brief review and discussion, the board supported Karl brings back recommended revisions at the August meeting.
3. Election of Officers
 - Barbara Davis nominates Trish Parrack for Chair, Connie Eicher seconds
 - Trish nominates Roberta Murray for Vice Chair, Barbara Davis seconds, Ann Kong thirds
 - Trish nominates Connie, Connie declines. Barbara nominates Pat Tracey
 - Unanimous vote on all positions
4. Future trips.
 - Astros Game has open spots
 - Windy Winery has spots
 - Upcoming trip dates include Wednesday October 3rd, Saturday, October 20th, Tuesday November 6th, Friday November 16th, December 7th and 12th
 - Victoria presents an idea to go to the Renaissance Festival
5. Future activities and programs.
 - Popsicle Social on August 7th

Parks and Recreation Advisory Board

July 18, 2018 meeting

**Agenda Item – Discussion and possible action per the request of the Bellaire City Council to review the City of Bellaire Boards and Commissions pursuant to Section 2-92(b) of the Code of Ordinances,
<https://www.bellairetx.gov/615/Boards-and-Commissions>**

- In 2002, the City of Bellaire City Council appointed an Ad Hoc committee to review all boards and commissions, and make a recommendation to City Council. The recommendation included a review every five (5) years. Since it has now been over five (5) years since the last review, now is a good time to review the roles of boards and commissions.
- Regarding “For boards other than ad hoc advisory boards, whether the establishment of the board will create sufficient betterment to the community to justify the City’s delegation of a portion of its authority”, the board unanimously agreed that the Parks and Recreation Advisory Board was still creating sufficient betterment to the community.
- The board then agreed to move on to discussion regarding the Boards and Commissions Summary: Parks and Recreation Advisory Board section
 - Under the specific purposes of the board, regarding point 1) “Make recommendations to City Council regarding sources of funding for parks and recreation programs, additions and improvements;” Lisa Lim raised the concern that this language did not encompass projects such as the current Community Pathways project. After lengthy discussion, the board decided they would like to add “amenities and facilities” to the above language.
 - Under point 2) “Review and make advisory recommendations to the department and City Council on proposed parks and recreation programs, additions, and improvements;” the board discussed whether the wording above was supposed to apply to both existing parks and recreation programs, additions, and improvements, or only to proposed parks and recreation programs, additions, and improvements. Ultimately, the board agreed to recommend changing the language to “existing and proposed” instead of just “proposed”. They also agreed to add “amenities and facilities” to the language, as they did in point 1).
 - Under point 3) “Promote and stimulate public interest in parks and recreational programs and assist the Director of the Department in seeking the cooperation of public and private agencies that may have a direct or

indirect involvement in parks and recreation;" there was some discussion regarding whether or not there should be language introduced to specifically include public interest in beautification projects. Ultimately, the board decided not to add any new language to this point, stating that beautification projects are already encompassed in other language.

- Under point 4) "Review and make advisory recommendations to the Department and City Council on changes, modifications and amendments to parks and recreation policies of the City.", the board discussed whether or not the "amenities and facilities" wording needed to be included similar to points 1) and 2). However, after discussion on the wording, the board agreed that this point was specifically referring to policies of the City regarding parks and recreation, not the parks and recreation facilities themselves, and thus the "amenities and facilities" language was unnecessary.
- The board agreed to table discussion regarding changes to the Rules of Procedure until City Council had been presented with the changes to the Boards and Commissions Summary
- Sharon Veldman motioned to propose the changes of the Boards and Commissions Summary to the Bellaire City Council, and Denise seconded. The motion was unanimously approved.

Below I have inserted the "proposed" Parks and Recreation Advisory Board specific purposes, from the Boards and Commissions Summary, with corrections in red.

1. Make recommendations to City Council regarding sources of funding for parks and recreation programs, additions, improvements, amenities, and facilities;
2. Review and make advisory recommendations to the Department and City Council on existing and proposed parks and recreation programs, additions, improvements, amenities, and facilities;
3. Promote and stimulate public interest in parks and recreational programs and assist the Director of the Department in seeking the cooperation of public and private agencies that may have a direct or indirect involvement in parks and recreation; and
4. Review and make advisory recommendations to the Department and City Council on changes, modifications, and amendments to parks and recreation policies of the City.

Other Comments Discussed:

- The Board discussed the possibility of having Evelyn's Park work more with PRAB to ensure that their events do not overlap with Parks and Recreation events. Several members thought this was a good idea, but no action was taken on this topic.

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.