

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

NOVEMBER 19, 2018

Council Chamber

Regular Session

7:00 PM

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



Mayor

Andrew S. Friedberg

Mayor Pro Tem

Gus E. Pappas

Council Member

Neil Verma

Council Member

Trisha S. Pollard

Council Member

Pat B. McLaughlan

Council Member

Michael Fife

Council Member

David R. Montague

Mission Statement:

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

REGULAR SESSION - 7:00 PM

- A. Call to Order - Andrew S. Friedberg, Mayor.**
- B. Announcement of a Quorum - Andrew S. Friedberg, Mayor.**
- C. Inspirational Reading and/or Invocation - Andrew S. Friedberg, Mayor.**
- D. Pledges to the Flags - Andrew S. Friedberg, Mayor.**

- 1. U.S. Pledge of Allegiance:**

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

- 2. Pledge to the Texas Flag:**

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

- E. Personal/Audience Comments.**

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

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

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

- F. Reports and Presentations:**

- 1. City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.
- 2. Presentation of the FY 2018 Fourth Quarter Report for the City of Bellaire, Texas - Submitted by Terrence Beaman, Chief Financial Officer.

3. Presentation of funds raised by the Bellaire Business Association in August of 2018 for the benefit of the Bellaire Police and Fire Foundation - Presented by Patti Davis, Representative of the Bellaire Business Association.
4. Report of the special committee appointed by the City Council in furtherance of a periodic review of City of Bellaire boards and commissions pursuant to Section 2-92(b) of the Code of Ordinances of the City of Bellaire, Texas; and consideration of and possible action on the special committee's recommendations - Submitted by the special committee: Andrew S. Friedberg, Mayor, and Michael Fife and David R. Montague, Council Members.

G. Community Interest Items from the Mayor and Council.

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

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

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

H. Adjourn.

Mayor and Council

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



Meeting: 11/19/18 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Paul A. Hofmann
DOC ID: 2683

SCHEDULED**ACTION ITEM (ID # 2683)**

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



Meeting: 11/19/18 07:00 PM
Department: Finance Administration
Category: Presentation
Department Head: Terrence Beaman
DOC ID: 2646

SCHEDULED**ACTION ITEM (ID # 2646)****Item Title:**

Presentation of the FY 2018 Fourth Quarter Report for the City of Bellaire, Texas - Submitted by Terrence Beaman, Chief Financial Officer.

Background/Summary:

Amounts discussed herein and presented in the FY 2018 Fourth Quarter Report are preliminary, unaudited amounts and will not match the final amounts in the FY 2018 Comprehensive Annual Financial Report (CAFR). We continue to pay invoices related to FY 2018 activity, which we will accrue back into FY 2018. Additionally, we prepare certain year-end adjusting entries to accrue revenues and expenditures which are not reflected in the amounts discussed here and presented in the FY 2018 Fourth Quarter Report but which will be reflected in the amounts presented in the CAFR.

The FY 2018 Fourth Quarter Report reflects the twelve months ending September 30, 2018. The report compares the full fiscal year actual results to adopted budget as well as taking into account projections as presented in the FY 2018 Third Quarter Report.

As discussed below and in the FY 2018 Fourth Quarter Report, the City incurred unbudgeted expenditures related to Hurricane Harvey, and has received related unbudgeted reimbursements. We expect to propose a budget amendment to City Council for these overages in connection with the FY 2019 First Quarter Report.

The next report for FY 2018 will be the CAFR for the year ended September 30, 2018 to be presented in the spring of 2019.

General Fund

The preliminary unaudited FY 2018 General Fund ending fund balance is \$3,373,062, which is \$438,362 less than budgeted. This net variance is due to (1) actual audited beginning fund balance being higher than the budgeted fund balance by \$313,498, (2) actual revenues being \$103,088 higher than budgeted, and (3) actual expenditures being \$854,948 higher than budgeted.

General Fund FY 2018				
	Adopted Budget	Projections	Actuals (Unaudited)	Actuals Variance from Budget
Beginning Fund Balance	\$3,387,437	\$3,700,935	\$3,700,935	\$313,498
Revenue	20,783,835	22,721,450	20,886,923	103,088
Expenditures	20,359,848	22,317,499	21,214,796	854,948
Ending Fund Balance	\$3,811,424	\$4,104,886	\$3,373,062	(\$438,362)

As discussed in more detail in the FY 2018 Fourth Quarter Report, the majority of the \$103,088, or 0.5%, variance from budgeted revenues reflected in the above table is due to the receipt of \$159,603 of unbudgeted Hurricane Harvey reimbursements in FY 2018 from our insurer and from the Federal Emergency Management Agency (FEMA). Also as discussed in more detail in the FY 2018 Fourth Quarter Report, actual revenues are \$1,834,527, or 8.1%, below projected revenues as we received less in insurance and FEMA reimbursements in FY 2018 than projected. We are still projecting to receive approximately \$1,898,865 of additional FEMA reimbursement, but expect it in FY 2019 instead of FY 2018.

The majority of the \$854,948, or 4.2%, variance from budgeted expenditures reflected in the previous table is due to the incurrence of \$1,763,174 of unbudgeted Hurricane Harvey related expenditures. These unbudgeted expenditures were partially offset by \$514,121 in savings in salaries and benefits due to vacancies and by \$380,958 in savings in purchased services. Actual expenditures are \$1,102,703, or 4.9%, below projected expenditures. In addition to each department coming in with actual expenditures below projected expenditures, our projections included \$449,851 more in Hurricane Harvey expenditures than were incurred during FY 2018. We now expect to incur these expenditures in FY 2019 instead of FY 2018.

Enterprise Fund

The preliminary unaudited FY 2018 Enterprise Fund ending working capital balance is \$1,882,619, which is \$1,271,889 more than budgeted. This net variance is due to (1) the actual audited beginning working capital balance being \$703,050 higher than the budgeted, (2) actual revenues being \$687,095 higher than budgeted, and (3) actual expenses being \$118,256 higher than budgeted.

Enterprise Fund FY 2018				
	Adopted Budget	Projections	Actuals (Unaudited)	Actuals Variance from Budget
Beginning Working Capital Balance	\$669,399	\$1,372,449	\$1,372,449	\$703,050
Revenue	8,932,118	8,900,612	9,619,213	687,095
Expenses	8,990,787	9,274,314	9,109,043	118,256
Ending Working Capital Balance	\$610,730	\$998,747	\$1,882,619	\$1,271,889

As discussed in more detail in the FY 2018 Fourth Quarter Report, two factors cause the majority of the \$687,095, or 7.7%, variance from budgeted revenues reflected in the above table: (1) water revenues exceed budget by \$487,768 due to an unusually dry year, and (2) the Enterprise Fund received \$308,955 of unbudgeted Hurricane Harvey reimbursements from insurance and FEMA during FY 2018. Also as discussed in more detail in the FY 2018 Fourth Quarter Report, actual revenues are \$718,601, or 8.1%, above projected revenues due primarily to higher than projected water revenues and higher than projected wastewater revenues.

The majority of the \$118,256, or 1.3%, variance from budgeted expenses reflected in the previous table is due to the incurrence of \$213,508 of unbudgeted Hurricane Harvey related expenses. These unbudgeted expenses were partially offset by savings in other areas. Actual expenses are \$165,271, or 1.8%, below projected expenditures. The variance from projections is due to the net effect of numerous variances, with the two largest variances being: (1) Hurricane Harvey related expenses and (2) surface water. Our projections included \$152,431 more in Hurricane Harvey expenses than were incurred during FY 2018. We now expect to incur these expenses in FY 2019 instead of FY 2018. This was offset by water purchases that were \$283,013 more than projected. Higher than projected water purchases were necessary to meet higher than projected water usage in the unusually dry year. Every other department came in below projected, with no individual departmental variance exceeding \$100,000. The cumulative variance from the other departments is \$296,152 under projections.

Management Projects and Capital Projects

Summaries of the status of the management projects and capital projects are included in the FY 2018 Fourth Quarter Report.

Quarterly Investment Report

The September 30, 2018 Quarterly Investment Report is included in the FY 2018 Fourth Quarter Report. Market value of investments, including cash, is \$42,690,321 at September 30, 2019. The market value is \$30,309, or 0.07%, below the City's cost basis of \$42,720,630. The \$30,309 unrealized loss is a result of three (3) fixed rate investment bonds which have lost market value as market interest rates have surpassed the bonds' stated rates. All three (3) of the bonds mature in FY 2019 at which time we expect payment in full with no realized loss on the bonds.

Quarterly Donation Report

The September 30, 2018 Quarterly Donation Report is included in the FY 2018 Fourth Quarter Report. Total donations received during the quarter were \$1,560 - all allocated to the library. Total donations received during FY 2018 were approximately \$180,000 with the following donors contributing over \$1,000:

FY 2018 Donations		
Donor	Purpose	Donation Value
PATRONS for Bellaire Parks	Bellaire Brave (\$85,000), Ware Park playground equipment (\$30,000), Party at the Pavilion concert program (\$15,000)	\$130,000
Friends of the Bellaire Library	Funds will be used to purchase numerous agreed-upon items including, Bookpage, support for children's summer reading program, equipment, encyclopedia,	\$21,000

	STEAM programming, self check-out kiosk, promotional items, furniture, reading to newborns programming, B.L.I.F.E. book club books	
Bellaire Southwest Houston Rotary Club	Funds for the preliminary design services relating to a piece of World Trade Center steel previously donated to and accepted by the City	\$7,500
Bellaire Police and Fire Foundation	Funds for equipping of the Police boat and funds to acquire an unmanned aerial vehicle	\$6,000
Ron Akard/Bond Pharmaceutical	Industrial strength enclosed wire evidence cage	\$3,500
Dr. John Holcomb	Tactical medical supplies (tourniquets and tourniquet holsters)	\$2,350
Evelyn's Park Conservancy	Artistic repainting of the utility box near Evelyn's Park damaged during Hurricane Harvey	\$2,250
New Generation Pressure Washing	Pressure washing of apparatus ramp at Bellaire Fire Station	\$2,000
Brownstone Book Fund	One hundred (100) books - popular children's books to be selected by Youth Service Librarian	\$1,675
Sacred Heart Grade School	Hurricane Harvey recovery support (monetary donation) to be used for STEM related books and programming	\$1,650

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

Provide feedback and accept the report.

ATTACHMENTS:

- FY 2018 4th Quarter Report(PDF)

City of Bellaire

FY 2018 Fourth Quarter Report

July 2018 – September 2018



Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

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Personnel Analysis

During the fourth quarter ended September 30, 2018, we had:

- Eight (8) new hires
- One (1) rehire
- Four (4) promotions
- One (1) internal transfer
- Thirteen (13) separations

Finance – Recruiting is in process for one (1) Senior Management Analyst. Effective July 8, 2018, one (1) employee transferred to Human Resources. On July 22, 2018, one (1) employee was promoted from part time to full time as Payroll/Department Specialist.

Development Services - Recruiting is in process for an Administrative Secretary. One (1) employee was promoted from Development Services to Recreation Supervisor II. One (1) employee transferred from Public Works to Assistant Director of Development Services.

Library - Recruiting is in process for a part-time Library Assistant.

Public Works – Effective August 20, 2018, an Assistant Director of Public Works was hired, a Solid Waste Superintendent was hired September 4, 2018, as well as two (2) Laborers and one (1) Equipment Operator I in multiple Public Works Divisions. One (1) employee transferred from Public Works to Assistant Director of Development Services, creating a vacancy for Special Project Manager.

Police – The selection process for the Assistant Police Chief position will soon conclude with two (2) finalist candidates remaining. Effective September 13, 2018, one (1) Police Officer was rehired.

Fire - Due to the retirement Fire Chief Anderson and then internal promotion of Deacon Tittel to Fire Chief, other subsequent positions were posted. One (1) Firefighter Paramedic (external hire) was hired September 24, 2018. There remains one (1) vacancy for Firefighter/Paramedic.

Parks, Recreation, and Facilities – On August 5, 2018, a Recreation Supervisor II was hired (internal promotion) from Development Services.

Human Resources – A Human Resources Manager was hired then subsequently resigned creating a vacancy for this position. On July 8, 2018 there was an internal transfer from Finance to Human Resources. Also in July, the Human Resources Director and Human Resources Generalist resigned, and the Assistant City Manager retired.

City Manager's Office - Assistant City Manager Paula Ryan was hired on September 28, 2018.

4th Qtr New Hires/Promotions/Transfers	4th Qtr Separations/Retirements
1 Human Resources Manager	1 Human Resources Manager
1 Assistant City Manager	1 Communications Officer
1 Assistant Director of Public Works	1 Equipment Operator (Solid Waste)
1 Solid Waste Superintendent	1 Equipment Operator (Wastewater Collection)
1 Police Officer (rehire)	3 Laborer (Solid Waste)
1 Firefighter Paramedic	1 Laborer (Wastewater Collection)
1 Equipment Operator I (Wastewater)	1 Laborer (Streets & Traffic)
2 Laborers (Solid Waste)	1 Human Resources Director
1 promotion from Dev. Services to Recreation Supervisor II	1 Human Resources Generalist
1 promotion Fire Chief	1 Assistant City Manager
1 promotion from part time to full time Payroll/Dept. Specialist	1 Fire Chief
1 promotion from Public Works to Development Services	
1 transfer from Finance to Human Resources	

Department Vacancies					
Department	Adopted Budgeted Positions	Vacancies 12/31/17	Vacancies 03/31/18	Vacancies 06/30/18	Vacancies 09/30/18
General Fund					
City Manager's Office	9	0	0	1	0
Human Resources	2	0	0	2	1
Finance	10	0	1	1	1
Development Services	8	2	2	1	1
Fire	24	0	0	0	2
Police	59.5	3	2	2 (a)	2
Parks, Recreation, and Facilities	24.5	0	1	1.5	0
Library	7.5	1	1.5	0.5	0.5
Public Works	8	1	1	2	2
Enterprise Fund					
Water Services	8	0	1	1	1
Wastewater Services	10	3	3	5	3
Solid Waste Services	13	2	3	3	1
Total Both Funds	183.5	12	15.5	17	10.5

(a) 1 Assistant Police Chief; 1 Communications Officer

Estimated Financial Impact of Hurricane Harvey

The table below reflects the estimated expenditures, capital losses, and reimbursements associated with Hurricane Harvey. These expenditures, capital losses, and reimbursements are estimates; final results will differ. The city receives insurance proceeds for losses from its insurer, Texas Municipal League Intergovernmental Risk Pool (TML) and it receives grant proceeds from the Federal Emergency Management Agency (FEMA). The reimbursements reflected in the table below assume the City will be eligible for reimbursement at standard FEMA reimbursement rates in effect for this disaster, less a risk reserve for items FEMA may disqualify. Certain ancillary amounts are excluded from this analysis. For example, with respect to payroll and payroll-related expenditures, only overtime, Medicare, and TMRS contributions related to overtime are included, and lost revenues due to waived permit fees on flood-related permits are excluded. The estimated expenditures and reimbursements are reflected in the projections included in this quarterly report.

Hurricane Harvey Expenditures, Capital Losses, Reimbursements, and Impact on Fund Balance September 30, 2018				
	General Fund	Enterprise Fund	Vehicle and Equipment Replacement Fund	Total
Expenditures and Capital Losses				
Expenditures paid in FY 2017	\$419,097	\$148,366	\$-	\$567,463
Capital losses incurred in FY 2017 (a)	-	-	500,000	500,000
Total expenditures paid and capital losses incurred in FY 2017	419,097	148,336	500,000	1,067,463
Expenditures paid in FY 2018	1,772,620	220,588	-	1,993,207
Projected additional expenditures (b)	440,000	150,000	-	590,000
Total estimated expenditures and capital losses	2,631,717	518,954	500,000	3,650,670
Reimbursements				
TML and FEMA reimbursements recorded as revenue in FY 2017 (c) (d)	211,466	102,310	290,723	604,499
TML and FEMA reimbursements recorded as revenue in FY 2018 (e)	161,337	290,381	16,280	467,998
Projected additional TML and FEMA reimbursements anticipated to be recorded as revenue (f)	1,898,865	38,000	10,000	1,946,865
Total estimated TML and FEMA reimbursements	2,271,668	430,691	317,003	3,019,361
Fund Balance				
Estimated Impact on Fund Balance	(\$360,049)	(\$88,262)	(\$182,997)	(\$631,309)

(notes on following page)

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

- (a) Capital losses relate to flooded vehicles and are shown at replacement cost. To date, Council has approved \$162,557 to replace flooded vehicles. (December 18, 2017 City Council meeting)
- (b) The projected additional expected expenditures in the General Fund relate primarily to debris removal.
- (c) Includes \$13,865 in the General Fund and \$287,723 in the Vehicle and Equipment Replacement Fund of TML proceeds that relate to losses on flooded vehicles. Insurance proceeds to repair flooded vehicles are recorded in General Fund. Insurance proceeds related to totaled vehicles are recorded in the Vehicle and Equipment Replacement Fund. Recorded as revenue in September 2017.
- (d) Includes \$197,601 in the General Fund and \$102,310 in the Enterprise Fund of FEMA “advance funding” proceeds related to emergency protective measures – equals 45% of the allowable emergency protective measures expenditures incurred from August 22 – September 22, 2017. Recorded as revenue in September 2017.
- (e) General Fund TML reimbursements relate primarily to damage at Evergreen Pool and storage areas. Enterprise Fund TML reimbursements relate primarily to damage at wastewater treatment plant, public works office, and vehicle storage area. Vehicle and Equipment Replacement Fund TML proceeds relate primarily to flooded mobile equipment. FEMA reimbursements relate to various buildings and equipment.
- (f) Projected additional FEMA reimbursements based on estimated reimbursable expenditures and capital losses applying standard FEMA reimbursement rates in effect for this disaster less a risk reserve for items FEMA may disqualify. The majority of the additional reimbursements expected in the General Fund relate to reimbursements of debris removal costs. The reimbursements expected in the Vehicle and Equipment Replacement Fund relate to our deductible on our TML automobile insurance policy.

General Fund

Amounts reported herein are unaudited and will not match the final amounts in the FY 2018 Comprehensive Annual Financial Report (CAFR). We continue to pay invoices related to FY 2018 activity, which we will accrue back into FY 2018. Additionally, we prepare certain year-end adjusting entries to accrue revenues and expenditures which are not reflected in the amounts shown herein, but which will be reflected in the amounts presented in the CAFR.

Projected revenues and expenditures are the projections we presented at the end of the third quarter. Since the entire year is now complete, the year-to-date allocated budget is the same as the adopted budget. Amounts reported herein are unaudited fiscal year-to-date amounts incurred through September 30, 2018.

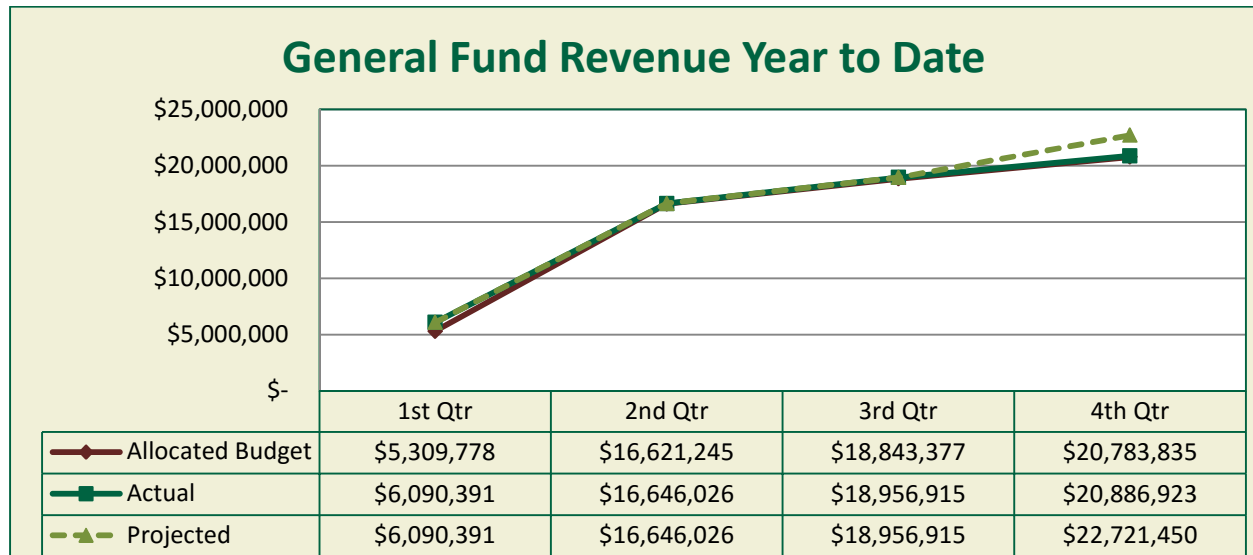
General Fund FY 2018 4th Quarter Revenue and Expenditure Report			
	Adopted Budget	Projected	YTD Actual
Beginning Balance	\$3,387,437	\$3,700,935	\$3,700,935
Revenues	20,783,835	22,721,450	20,886,923
Expenditures	20,359,848	22,317,499	21,214,796
Ending Balance	\$3,811,424	\$4,104,886	\$3,373,062

The detailed analysis contained in this report focuses on the actual results compared to the adopted budget. In contrast, this introductory section contains a high level analysis of actual results compared to third quarter projections. Actual General Fund revenues of \$20.9 million are \$1.8 million, or 8%, below projected revenues of \$22.7 million. This variance is primarily due to lower than projected Federal Emergency Management Agency (FEMA) reimbursements. Our projections assumed all Hurricane Harvey-related expenditures would be incurred prior to September 30, 2018, and similarly assumed all related FEMA reimbursements would be recorded as revenue by September 30, 2018. As noted in the *Estimated Financial Impact of Hurricane Harvey* section of this report, the General Fund is projecting to receive an additional \$1.9 million that has not yet been received. These additional projected FEMA reimbursements are related mainly to debris removal.

Actual General Fund expenditures of \$21.2 million are \$1.1 million, or 5%, below projected expenditures of \$22.3 million. Hurricane Harvey non-payroll disaster expenditures is the largest contributor to the variance. Our General Fund projections included \$2.2 million of non-payroll disaster expenditures, which is \$0.4 million higher than actual non-payroll disaster expenditures incurred of \$1.8 million. As noted in the *Estimated Financial Impact of Hurricane Harvey* section of this report, the General Fund is projecting an additional \$0.4 million of non-payroll disaster expenditures, but the timing has been pushed out to fiscal year 2019.

In addition, each department came in below projections on expenditures. Individual departmental variances from projections were all below \$0.1 million, except for the City Manager's Office (includes City Manager Office, Human Resources, City Clerk, and Information Technology) which came in \$0.16 million below projections. The largest variance within the City Manager's Office was the City Clerk division which was \$0.05 million below projections, mainly due to election services and risk management being below projections.

General Fund Revenues:



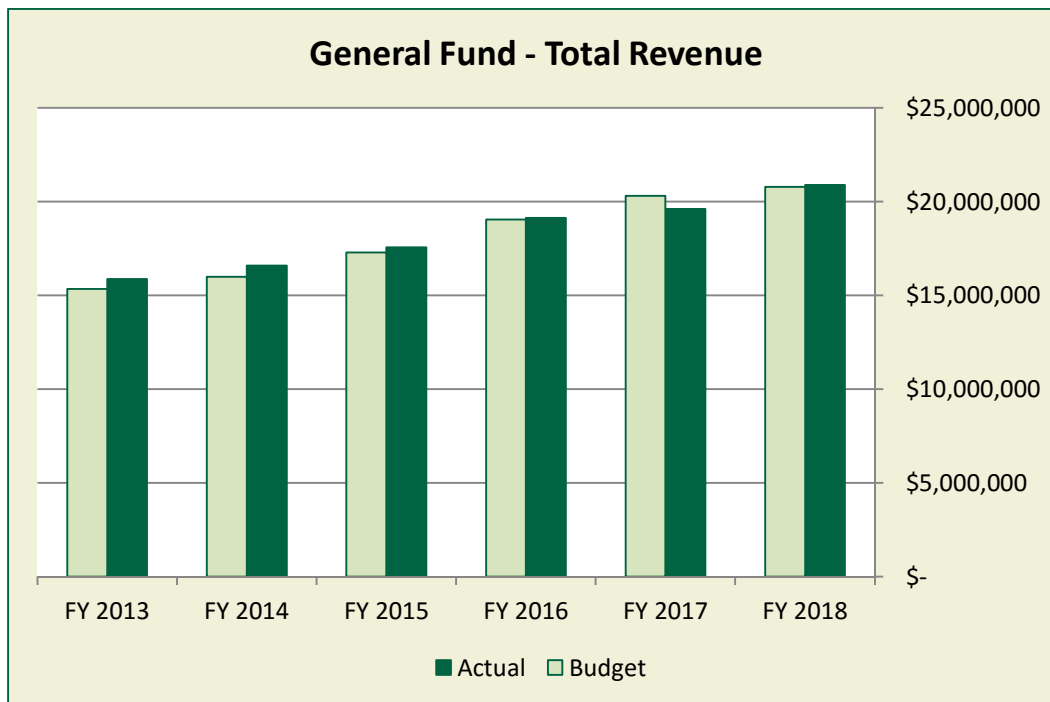
For the year ended September 30, 2018, the General Fund collected 101% of its total budgeted revenues and is over its allocated budget by \$103,088, or 1%.

General Fund FY 2018 4th Quarter Revenues			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$20,783,835	\$20,783,835	\$20,886,923	\$103,088

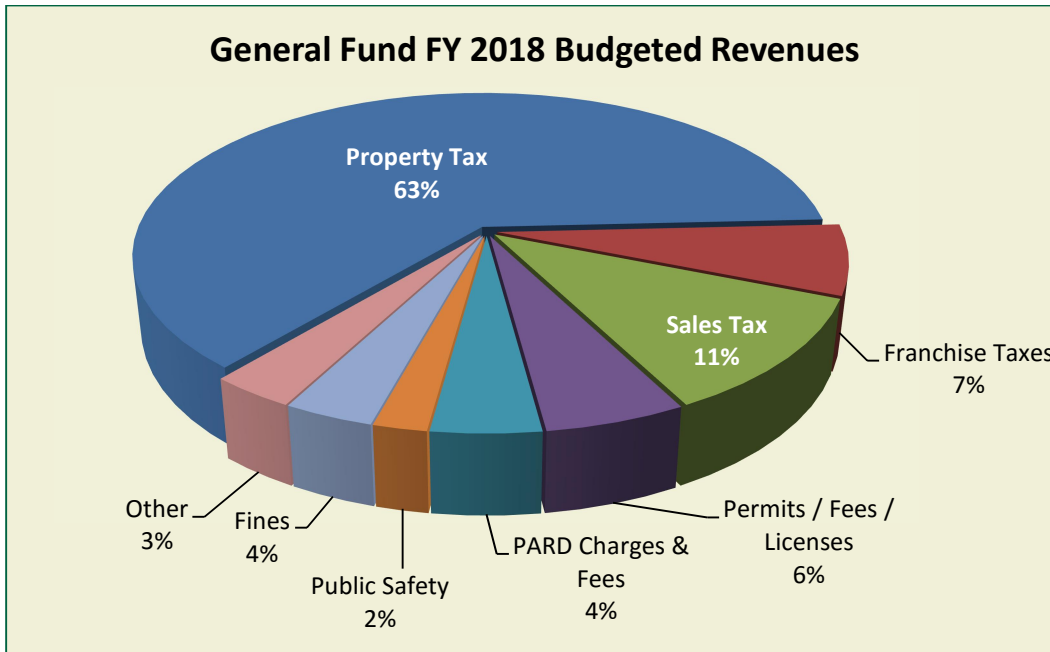
Individual revenue categories contributing to the variance from allocated budget are shown in the following table. The “Other” category causing the majority of the variance includes \$159,603 of unbudgeted Hurricane Harvey reimbursements from TML and FEMA. If this revenue source is excluded, the General Fund is under its allocated budget by \$56,515, or 0%.

General Fund FY 2018 4th Quarter Revenue Categories				
Revenue Category	FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / Under Allocated Budget
Property Tax	\$13,118,646	\$13,118,646	\$13,109,058	(\$9,588)
Franchise Tax	1,424,734	1,424,734	1,387,893	(36,841)
Sales Tax	2,348,555	2,348,555	2,389,156	40,601
Permits/Fees/Licenses	1,143,400	1,143,400	1,237,452	94,052
PARD Charges & Fees	887,400	887,400	837,258	(50,142)
Public Safety	436,400	436,400	384,067	(52,333)
Fines	730,000	730,000	608,561	(121,439)
Other	694,700	694,700	933,478	238,778
Total	\$20,783,835	\$20,783,835	\$20,886,923	\$103,088

A discussion of individual revenue categories follows the discussion of total revenues.

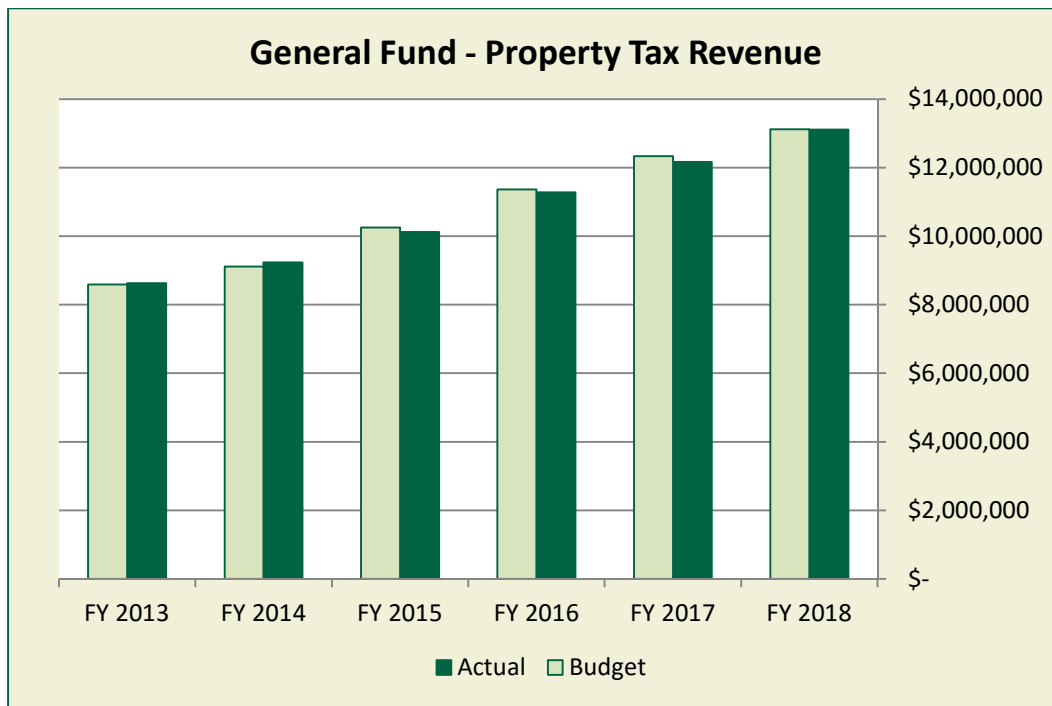


Property tax makes up the largest category of revenues in the General Fund at 63% of all FY 2018 budgeted revenues, followed by sales tax at 11% and franchise taxes at 7%.



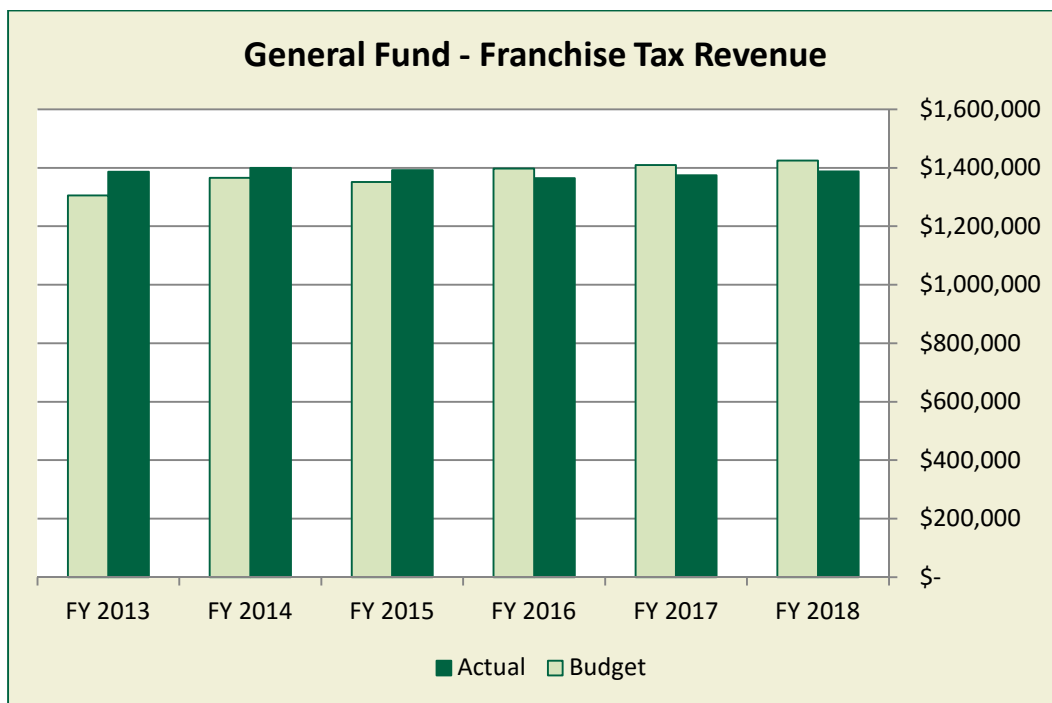
Property Tax

The City collected 100%, or \$13,109,058, of its budgeted property tax revenue during the year ended September 30, 2018, which is under the allocated budget by \$9,588, or 0%.



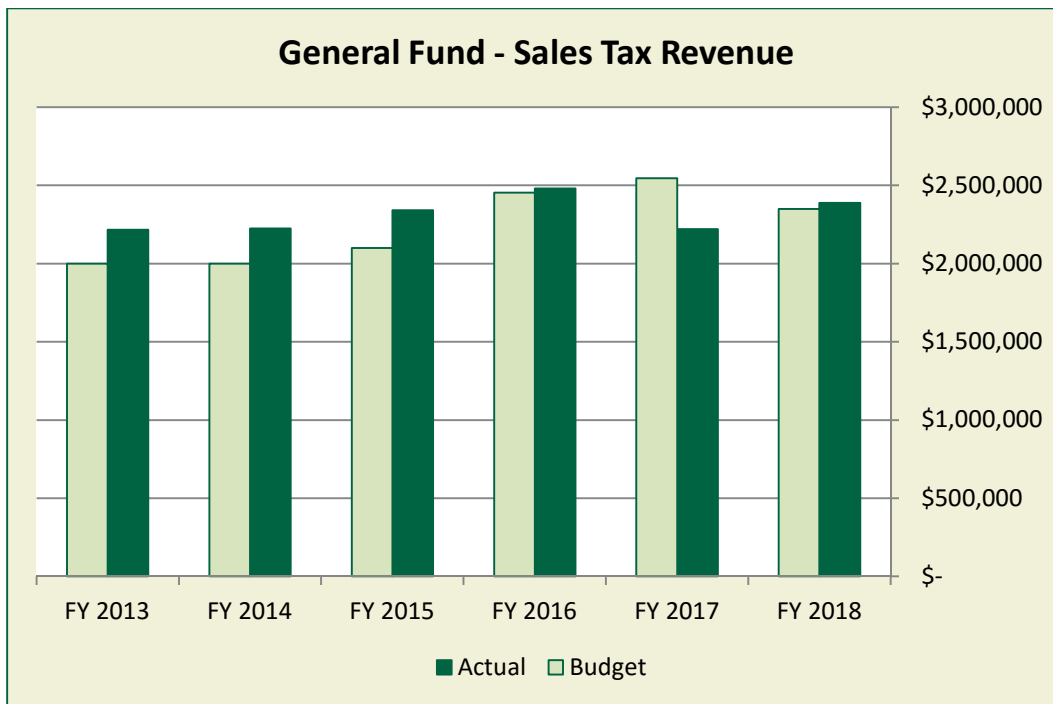
Franchise Taxes

Franchise taxes of \$1,387,893 for the year ended September 30, 2018 are under the allocated budget by \$36,841, or 3%.



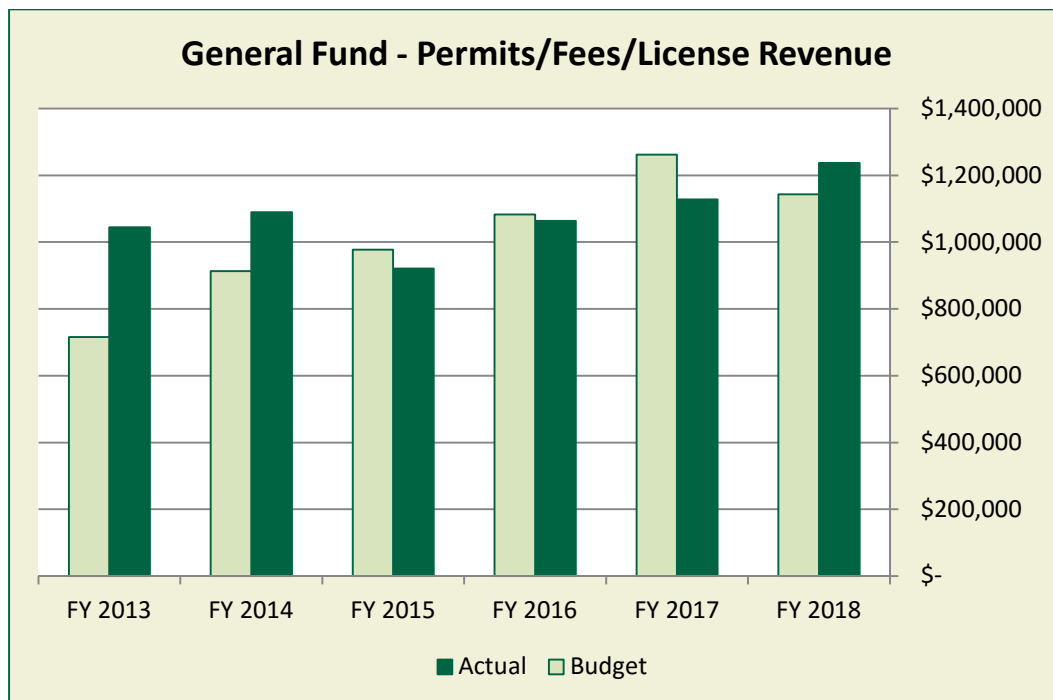
Sales Tax

Sales tax revenue of \$2,389,156 for the year ended September 30, 2018, is over the allocated budget by \$40,601, or 2%.



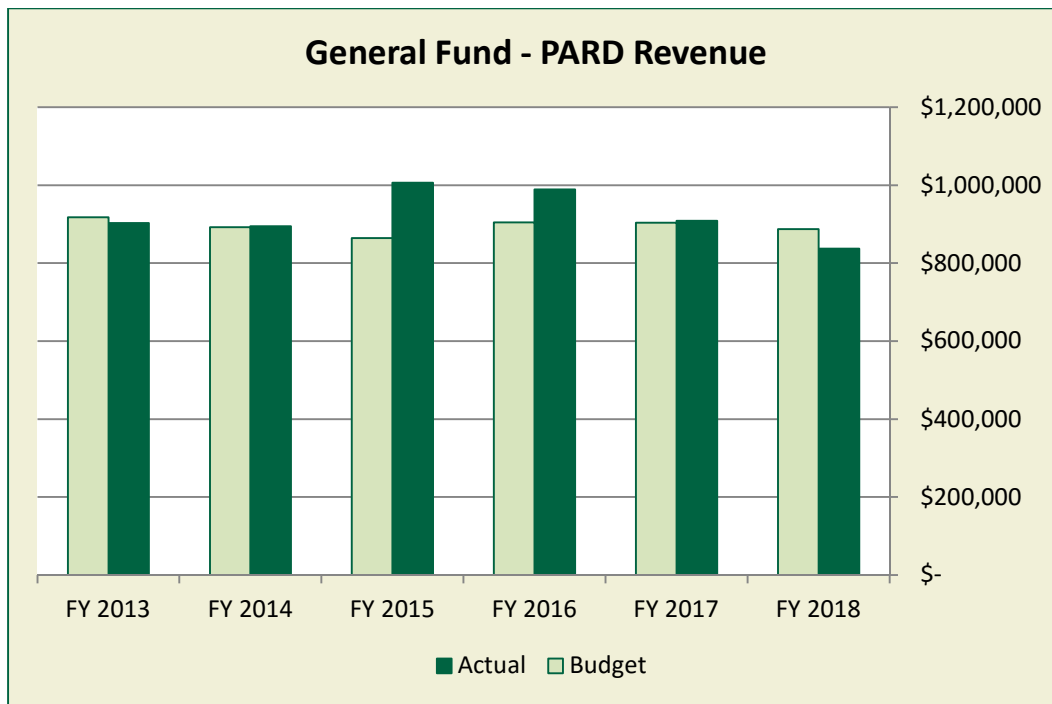
Permits, Fees, and Licenses

Development permits, fees, and licenses of \$1,237,452 are over the allocated budget by \$94,052, or 8%.



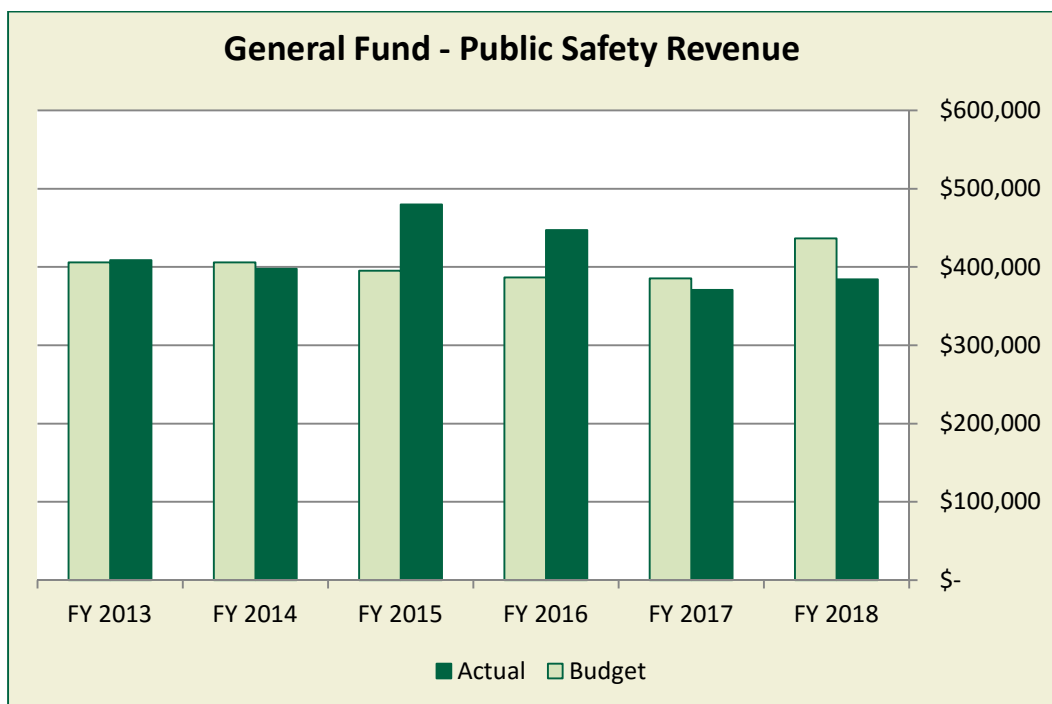
PARD Charges & Fees

Parks and Recreation fees of \$837,258 are under the allocated budget by \$50,142, or 6%.



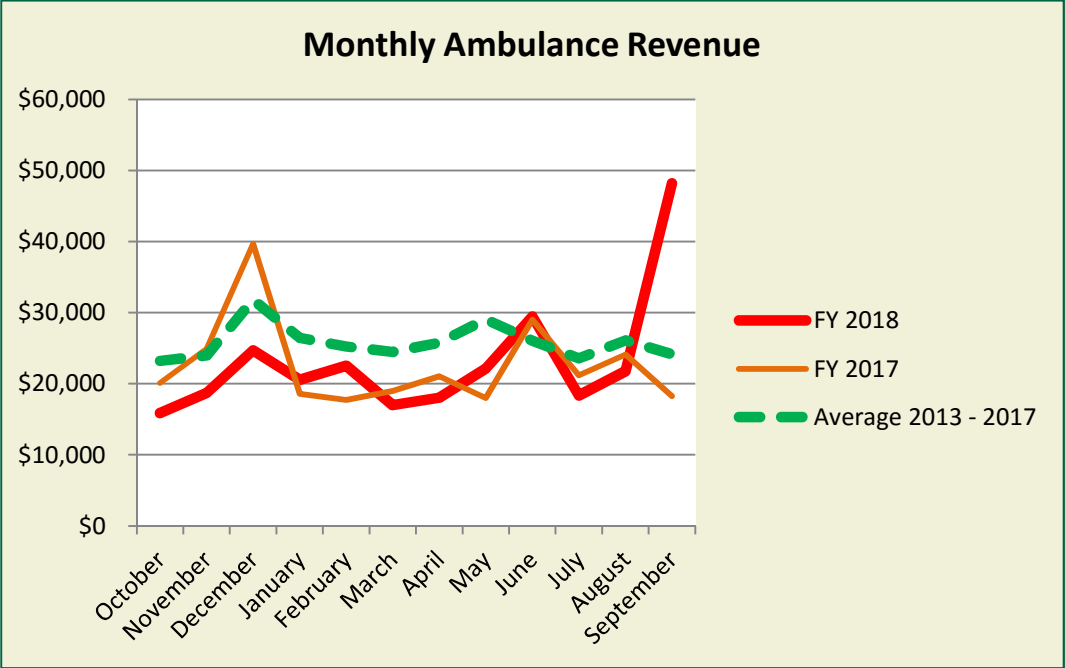
Public Safety

Public Safety revenues of \$384,067 are under the allocated budget by \$52,333, or 12%.



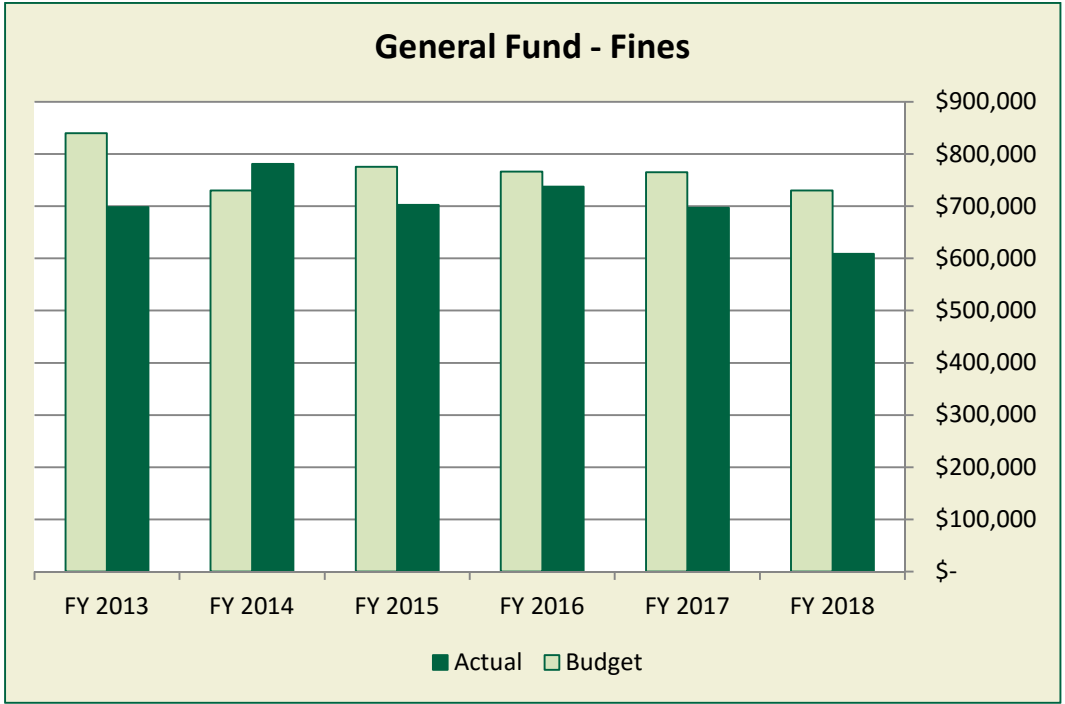
Ambulance fees make up 80% of the public safety revenue budget. As reflected in the following chart, ambulance fees generally appear to be following seasonal trends, but trailing historical averages and the budget. The month of September included a \$30,428 payment from Texas Health and Human Services Commission for our participation in the Ambulance Supplementary Payment Program. This program reimburses governmental ambulance providers for a portion of the costs which exceed the fee-for-service revenues for Medicaid clients. Our application to participate was approved mid-year in FY 2017, so our initial annual application period covered the partial year period of May 1, 2017 through September 30, 2017. Our FY

2018 submission, for which we should receive reimbursement funding in FY 2019, will cover a full year. There is limited funding and numerous applicants; the funding available is shared proportionately among the applicants based on reimbursable costs.

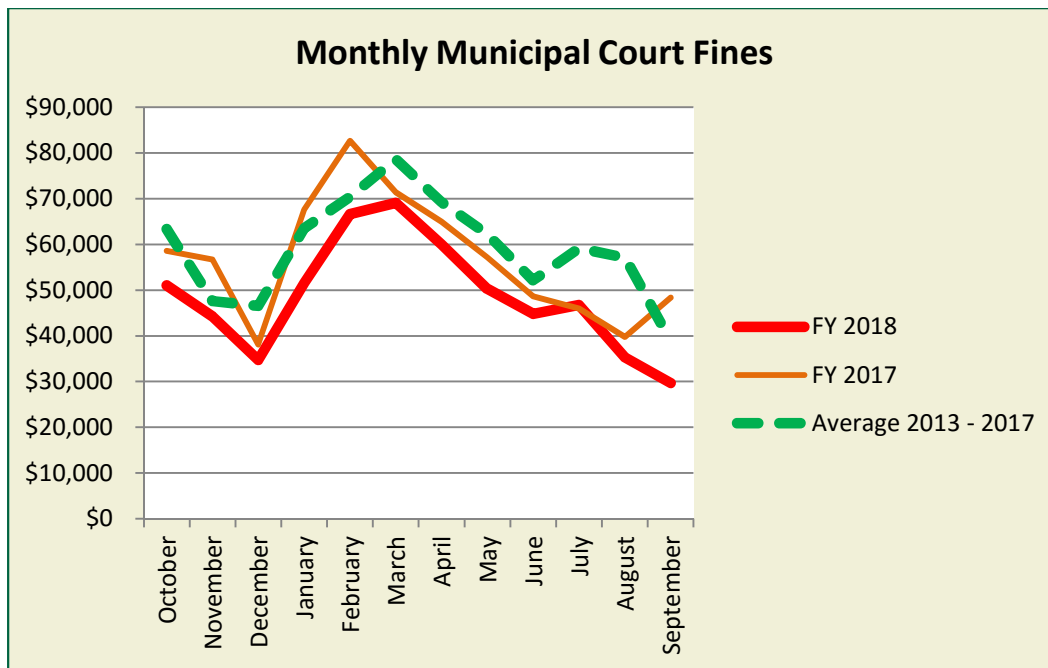


Fines

Fine revenues of \$608,561 are under the allocated budget by \$121,439, or 17%.

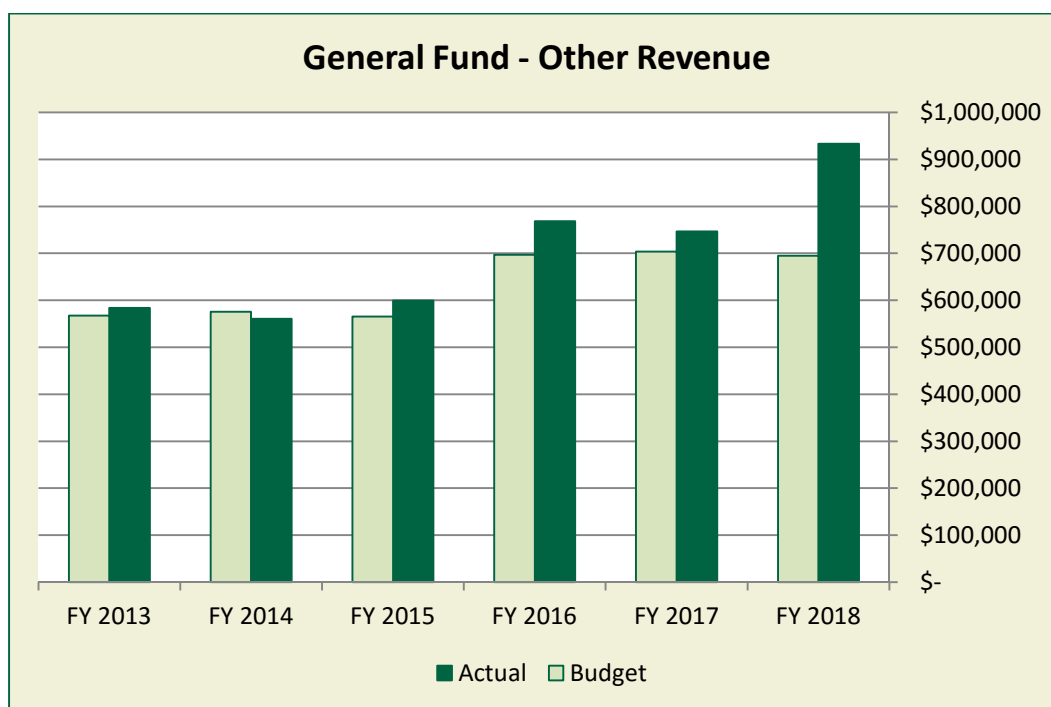


Municipal court fines make up 96% of the fines revenue budget. As reflected in the following chart, municipal court fines are generally lowest in September and generally peak around March. Municipal court fines appear to be following seasonal trends, but trailing historical averages and the budget.



Other

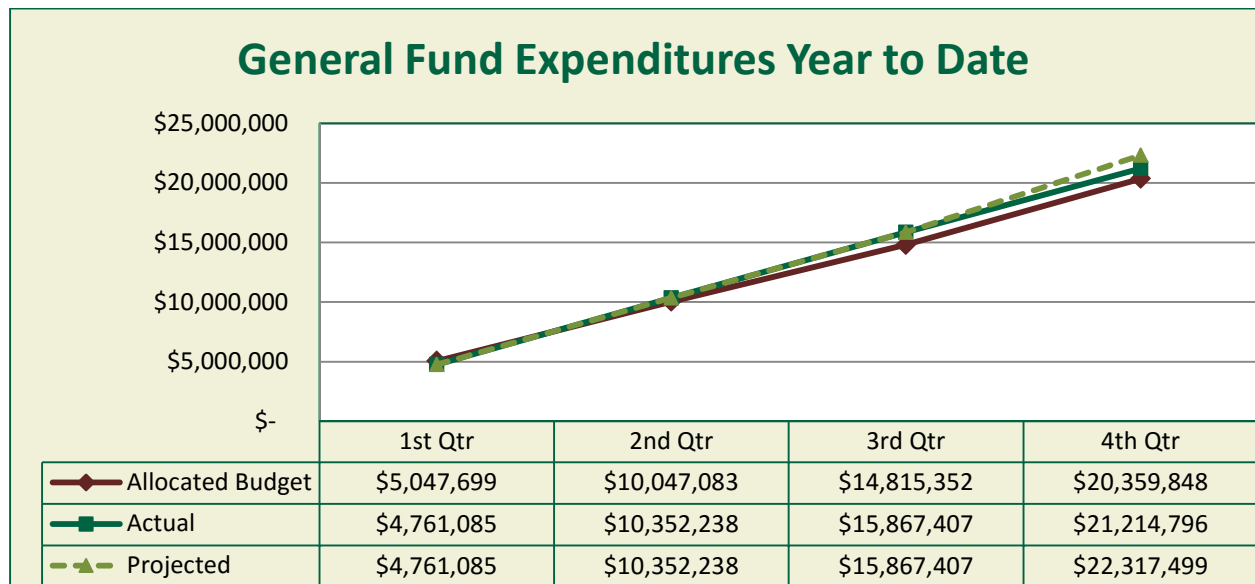
Other revenues of \$933,478 are over the allocated budget by \$238,778, or 34%.



As illustrated in the following table, \$154,373 of unbudgeted TML insurance and FEMA reimbursements related to Hurricane Harvey is the largest contributor to the variance. Additionally, interest income substantially exceeds budget due to higher than projected interest.

Other Revenue Account Detail				
G/L Account Classification	FY 2018 Budget	YTD Actual	Actual as % of Budget	% of FY Complete
Reimbursements - Insurance	\$10,000	\$90,825	908%	100%
Reimbursements - FEMA	0	73,548	n/a	100%
Interest	35,000	108,143	309%	100%
All Other Categories	649,700	660,962	102%	100%
Total	\$694,700	\$933,478	134%	100%

General Fund Expenditures:



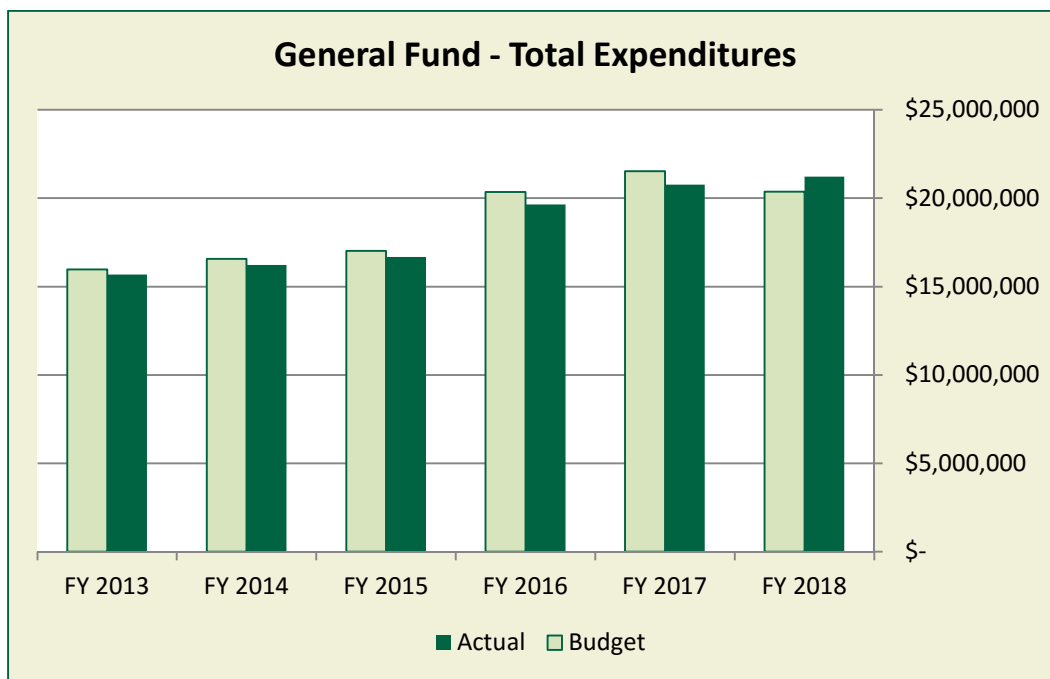
For the year ended September 30, 2018, the General Fund expended 104% of its total budgeted expenditures and is over its allocated budget by \$854,948, or 4%.

General Fund FY 2018 4th Quarter Expenditures			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$20,359,848	\$20,359,848	\$21,214,796	\$854,948

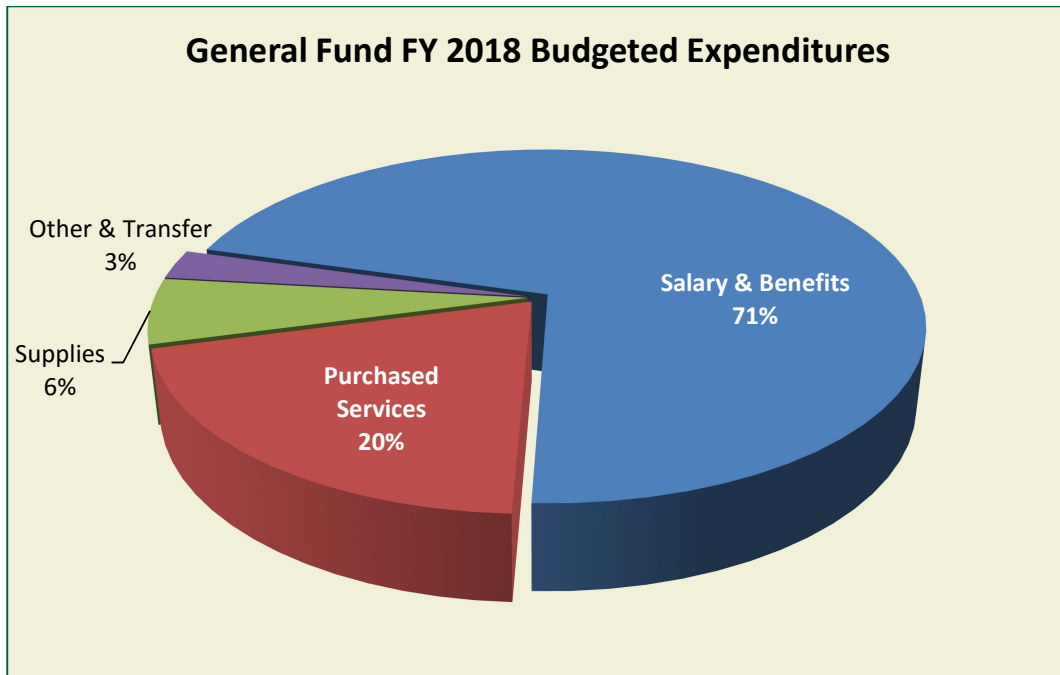
As reflected in the following table, Hurricane Harvey (Non-Payroll Disaster) expenditures are causing the over-budget variance. If Hurricane Harvey expenditures are excluded, the General Fund is under its allocated budget by \$908,226, or 5%.

General Fund FY 2018 4th Quarter Expenditure Categories				
Expenditure Category	FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
Salaries and Benefits	\$14,495,815	\$14,495,815	\$13,981,694	(\$514,121)
Purchased Services	4,110,441	4,110,441	3,729,483	(380,958)
Supplies	1,212,641	1,212,641	1,205,144	(7,497)
Other / Transfers	540,951	540,951	535,301	(5,650)
Non-Payroll Disaster	-	-	1,763,174	1,763,174
Total	\$20,359,848	\$20,359,848	\$21,214,796	\$854,948

A discussion of individual expenditure categories follows the discussion of total expenditures.

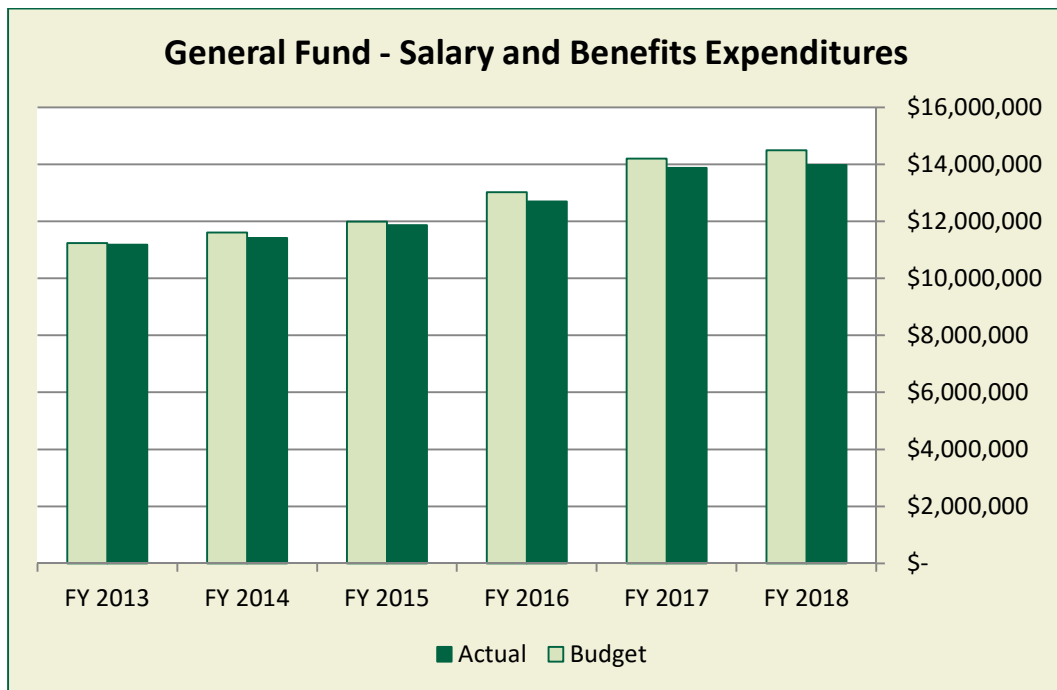


Salaries and benefits make up the largest category of expenditures in the General Fund at 71% of all FY 2018 budgeted expenditures, followed by purchased services at 20%.



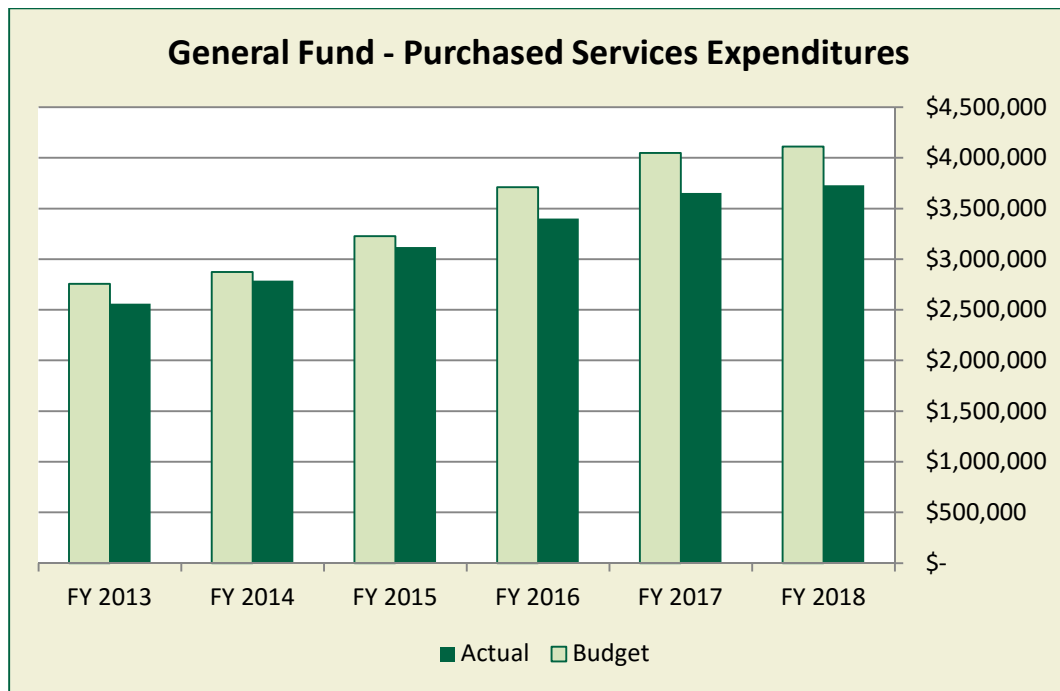
Salary and Benefits

Salary and benefits of \$13,981,694 are under the allocated budget by \$514,121, or 4%.



Purchased Services

Purchased services of \$3,729,483 are under the allocated budget by \$380,958, or 9%.



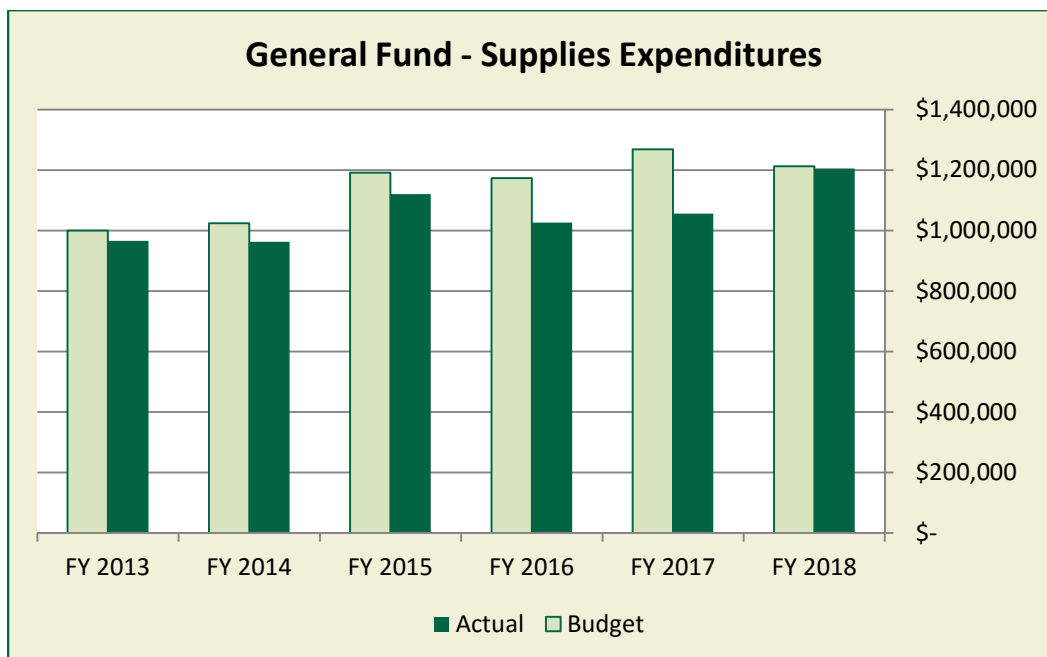
Some of the larger departmental level variances contributing to purchased services expended during the year ended September 30, 2018 being below the FY 2018 allocated budget include:

- City Manager’s Office – Other professional expenditures were \$15,332 for the year ended September 30, 2018 which represents 62% of its FY 2018 \$24,800 budget resulting in an under-allocated budget variance of \$9,468. 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.
- City Clerk – Election services expenditures were \$22,715 for the year ended September 30, 2018 which represents 64% of the FY 2018 \$38,585 budget resulting in an under-allocated budget variance of \$15,870.
- Information Technology – Education and training expenditures were \$1,250 for the year ended September 30, 2018 which represents 11% of its FY 2018 \$11,000 budget resulting in an under-allocated budget variance of \$9,750.
- Fire – Other technical services expenditures were \$32,656 for the year ended September 30, 2018 which represents 70% of its FY 2018 \$46,500 budget resulting in an under-allocated budget variance of \$13,844. 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.
- Fire – Vehicle maintenance expenditures were \$29,720 for the year ended September 30, 2018 which represents 72% of its FY 2018 \$41,056 budget resulting in an under-allocated budget variance of \$11,336.
- Fire – Education and training expenditures were \$68,975 for the year ended September 30, 2018 which represents 89% of its FY 2018 \$77,901 budget resulting in an under-allocated budget variance of \$8,926.

- Parks (Maintenance) – Parks maintenance expenditures were \$478,858 for the year ended September 30, 2018 which represents 93% of its FY 2018 \$515,684 budget resulting in an under-allocated budget variance of \$36,826. We were able to spend less than budgeted at Evelyn’s Park and still meet our obligations under the Development and Operating Agreement.
- Parks (Recreation) – Parks instructor pay expenditures were \$69,968 for the year ended September 30, 2018 which represents 70% of its FY 2018 \$100,000 budget resulting in an under-allocated budget variance of \$30,032.
- Public Works (Streets) – Engineers, planners, arborists expenditures were \$53,125 for the year ended September 30, 2018 which represents 52% of its FY 2018 \$103,000 budget resulting in an under-allocated budget variance of \$49,875.
- Public Works (Streets) – Paving maintenance expenditures were \$27,291 for the year ended September 30, 2018 which represents 78% of its FY 2018 \$35,000 budget resulting in an under-allocated budget variance of \$7,709.

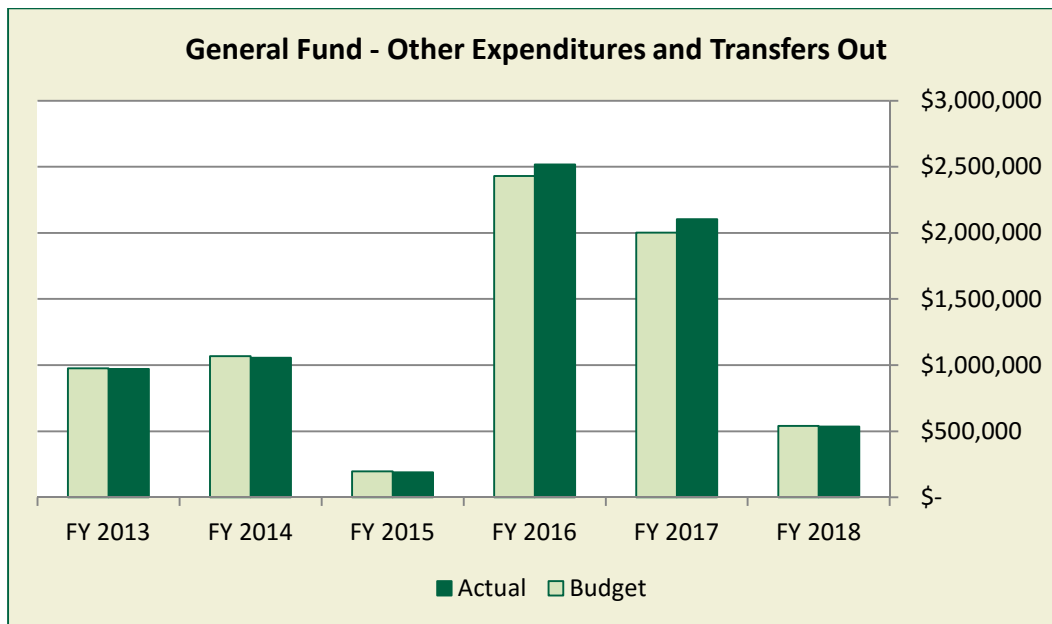
Supplies

Supplies of \$1,205,114 are under the allocated budget by \$7,497, or 1%.



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 year ended September 30, 2018, of \$535,301 are under the allocated budget by \$5,650, or 1%.



Non-Payroll Disaster Related

Non-Payroll disaster related expenditures totaled \$1,763,174 for the year ended September 30, 2018. The “non-payroll disaster related” category is unbudgeted non-payroll expenditures related to Hurricane Harvey. Debris removal expenditures totaling \$1,552,431 are the most significant item within this category. Most of these costs should be reimbursable by FEMA.

General Fund Summary:

General Fund FY 2018 Revenue and Expenditure Report by Department					
	FY 2018 Adopted Budget	FY 2018 Projected (c)	YTD Actual	% of Budget (Collected / Spent)	Actual Over / (Under) Budget
Revenues					
Current Property Taxes	\$13,118,646	\$13,149,818	\$13,109,058	100%	(\$9,588)
Franchise Taxes	1,424,734	1,401,020	1,387,893	97%	(36,841)
Sales Tax	2,348,555	2,372,041	2,389,156	102%	40,601
Permits	771,300	757,267	854,049	111%	82,749
Fees	369,200	381,200	378,626	103%	9,426
License	2,900	2,900	4,777	165%	1,877
Intergovernmental	5,500	5,500	4,154	76%	(1,346)
Rental	19,400	18,000	19,488	100%	88
Aquatics	336,500	291,915	297,207	88%	(39,293)
Program Fees	149,000	141,000	168,945	113%	19,945
Athletics	365,000	327,000	326,061	89%	(38,939)
Other Fees	17,500	21,500	25,559	146%	8,059
Public Safety	434,000	347,000	380,568	88%	(53,432)
Other Revenue	2,400	2,400	3,499	146%	1,099
Fines	730,000	631,500	608,561	83%	(121,439)
Investment Earnings	39,500	89,500	112,759	285%	73,259
Miscellaneous (a)	25,700	2,157,889	192,565	749%	166,865
Business Enterprise Transfer	624,000	624,000	624,000	100%	-
Total	\$20,783,835	\$22,721,450	\$20,886,923	100%	\$103,088
Expenditures					
Administration	\$2,584,143	\$2,627,940	\$2,469,650	95%	(\$114,493)
Legal Service	100,000	140,000	86,922	79%	(13,078)
Finance	1,421,207	1,397,019	1,342,432	94%	(78,775)
Development Services	860,018	785,746	745,773	87%	(114,245)
Fire	3,114,328	3,173,267	3,090,359	99%	(23,969)
Police	6,235,668	6,117,516	6,017,595	96%	(218,073)
Parks, Rec., & Facilities	3,773,093	3,647,870	3,563,437	94%	(209,656)
Library	704,626	660,327	646,917	92%	(57,709)
Public Works	1,073,839	1,071,308	995,612	93%	(78,227)
Non-Departmental (b)	492,926	2,696,506	2,256,100	458%	1,763,174
Total	\$20,359,848	\$22,317,499	\$21,214,796	104%	\$854,948
Revenues/Expenditures	\$423,987	\$403,951	(\$327,873)		(\$751,860)

- (a) Projected miscellaneous revenues of \$2,157,889 include \$2,060,202 of Hurricane-Harvey reimbursements. YTD Actual miscellaneous revenues of \$192,565 include \$161,337 of Hurricane-Harvey reimbursements.
- (b) Projected non-departmental expenditures of \$2,696,506 include \$2,203,174 of Hurricane-Harvey expenditures. YTD Actual non-departmental expenditures of \$2,256,100 include \$1,763,174 of Hurricane-Harvey expenditures.
- (c) As projected in FY 2018 3rd quarter.

Enterprise Fund

Amounts reported herein are unaudited and will not match the final amounts in the FY 2018 CAFR. We continue to pay invoices related to FY 2018 activity, which we will accrue back into FY 2018. Additionally, we prepare certain year-end adjusting entries to accrue revenues and expenses which are not reflected in the amounts shown herein, but which will be reflected in the amounts presented in the CAFR.

Projected revenues and expenses are the projections we presented at the end of the third quarter. Since the entire year is now complete, the year-to-date allocated budget is the same as the adopted budget. Amounts reported herein are unaudited fiscal year-to-date amounts incurred through September 30, 2018.

Enterprise Fund FY 2018 4th Quarter Revenue and Expense Report			
	Adopted Budget	Projected	YTD Actual
Beginning Working Capital Balance	\$669,399	\$1,372,449	\$1,372,449
Revenues	8,932,118	8,900,612	9,619,213
Expenses	8,990,787	9,274,314	9,109,043
Ending Working Capital Balance	\$610,730	\$998,747	\$1,882,619

The detailed analysis contained in this report focuses on actual results compared to the adopted budget. In contrast, this introductory section contains a high level analysis of actual results compared to third quarter projections. Actual Enterprise Fund revenues of \$9.6 million are \$0.7 million, or 8%, above projected revenues of \$8.9 million. This variance is primarily due to higher than projected water revenue and higher than projected waste water service revenue. Actual water revenue exceeded projections by \$0.5 million, primarily due to low precipitation in the fourth quarter, resulting in higher than anticipated water revenues.

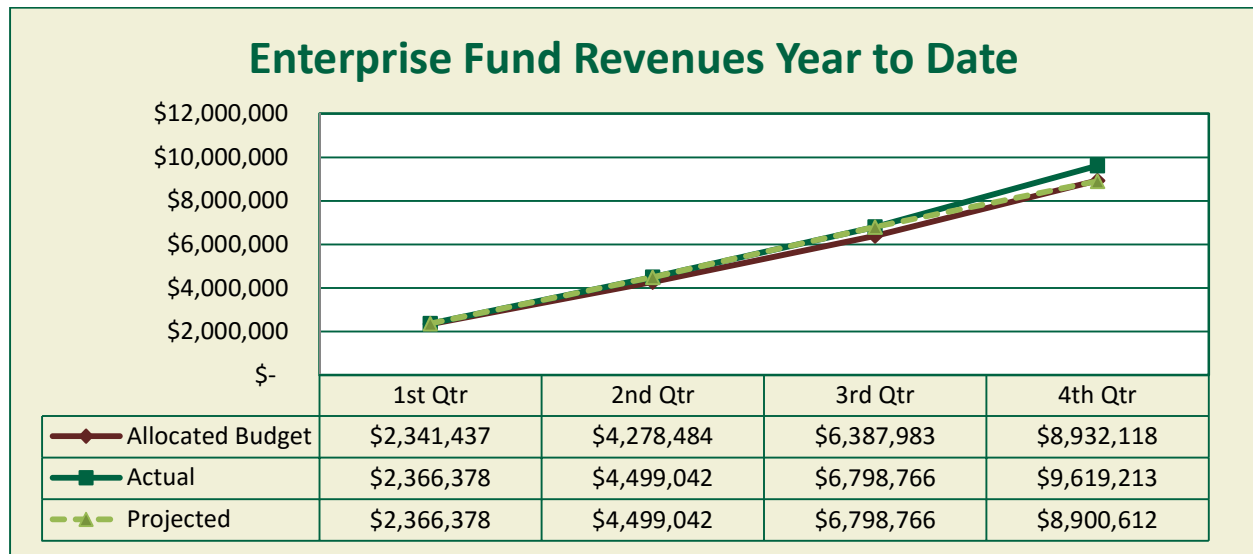
Actual waste water revenue exceeded projections by \$0.2 million. Heading into the third quarter, waste water revenues were trailing budget by 6%. We believe the variance was related to inefficiencies in our financial modeling of the residential winter sewer averaging, so we reduced our projections. We may have reduced projections too aggressively on the residential side, but the variance is also partly due to higher than anticipated commercial water usage. Winter sewer averaging is not applied to commercial accounts, so higher commercial water usage also results in higher commercial wastewater revenues.

Actual Enterprise Fund expenses of \$9.1 million are \$0.2 million, or 2%, below projected expenses of \$9.3 million. The net variance from projections is mainly attributable to two areas: non-payroll disaster expenses and surface water. Non-payroll disaster expenses related to Hurricane Harvey were budgeted at \$0.4 million, but actual expenses of \$0.2 million were \$0.2 million below projections. As noted in the *Estimated Financial Impact of Hurricane Harvey* section of this report, the Enterprise Fund is projecting an additional \$0.2 million of non-payroll disaster expenses, but the timing has been pushed out to fiscal year 2019. Offsetting the under-projected variance in non-payroll disaster expenses is an over-projected expense variance for surface water. Actual surface water expenses were \$0.3 million higher than projected. This corresponds to our water revenues also being higher than projected. Increased water demand from our customers required us to purchase more water from the City of Houston. Every other department came in below projected, with no

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

individual departmental variance exceeding \$0.1 million. The cumulative variance from the other departments is \$0.3 million under projections.

Enterprise Fund Revenues:



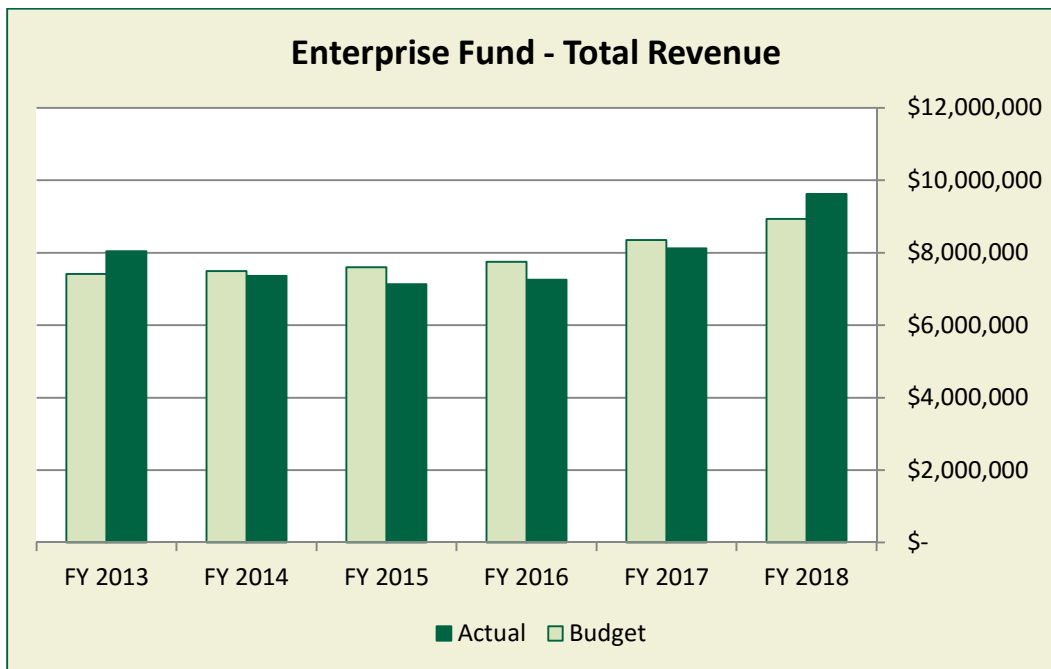
For the year ended September 30, 2018, the Enterprise Fund collected 108% of its total budgeted revenues and is over its allocated budget by \$687,095, or 8%.

Enterprise Fund FY 2018 4th Quarter Revenues			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$8,932,118	\$8,932,118	\$9,619,213	\$687,095

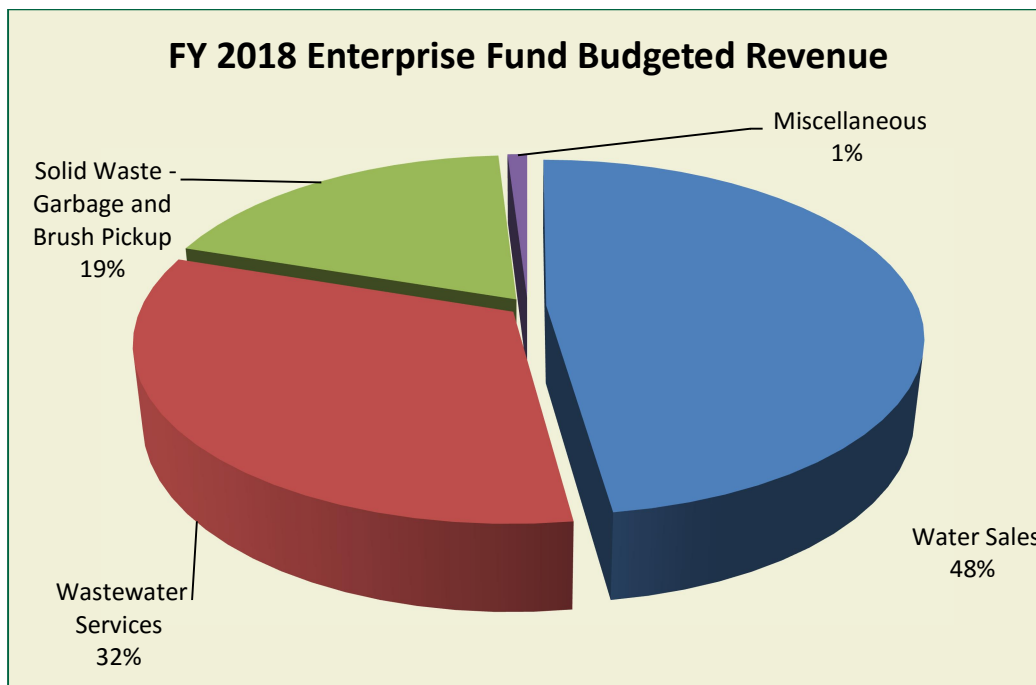
Individual revenue categories contributing to the variance from allocated budget are shown in the following table. The “Other” category contributing to the variance includes \$308,955 of unbudgeted Hurricane Harvey reimbursements from TML and FEMA. If this revenue source is excluded, the Enterprise Fund is over its allocated budget by \$378,140, or 4%.

Enterprise Fund FY 2018 4th Quarter Revenue Categories				
Revenue Category	FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
Water	\$4,266,524	\$4,266,524	\$4,754,292	\$487,768
Wastewater	2,891,394	2,891,394	2,751,651	(139,743)
Solid Waste	1,683,700	1,683,700	1,649,818	(33,882)
Other	90,580	90,580	463,451	372,951
Total	\$8,932,118	\$8,932,118	\$9,619,213	\$687,095

A discussion of individual revenue categories follows the discussion of total revenues.

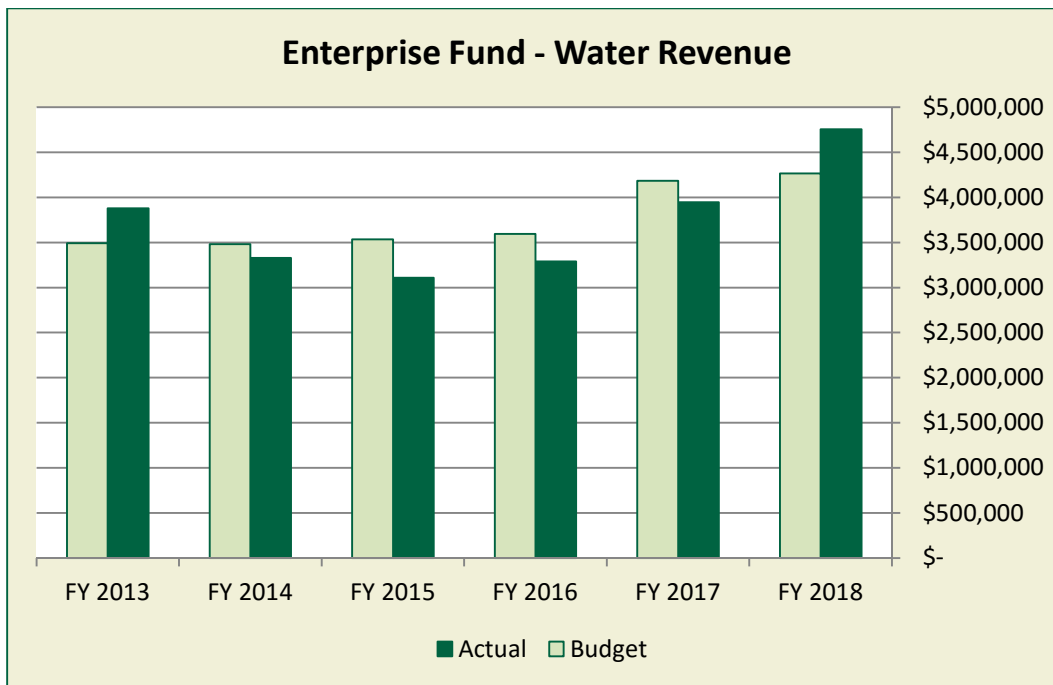


Sales of water makes up the largest category of revenues in the Enterprise Fund at 48% of all FY 2018 budgeted revenues, followed by charges for wastewater at 32%, and charges for solid waste at 19%.

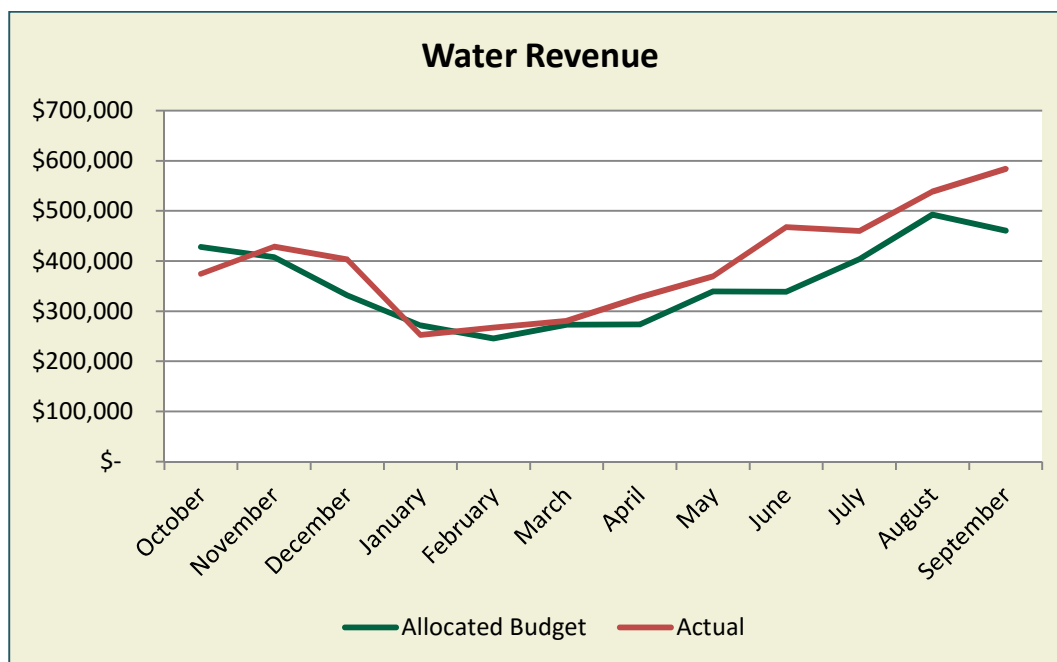


Water Revenue

Water revenues of \$4,754,292 are above the allocated budget by \$487,768, or 11%.



A significant portion of annual water sales 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.

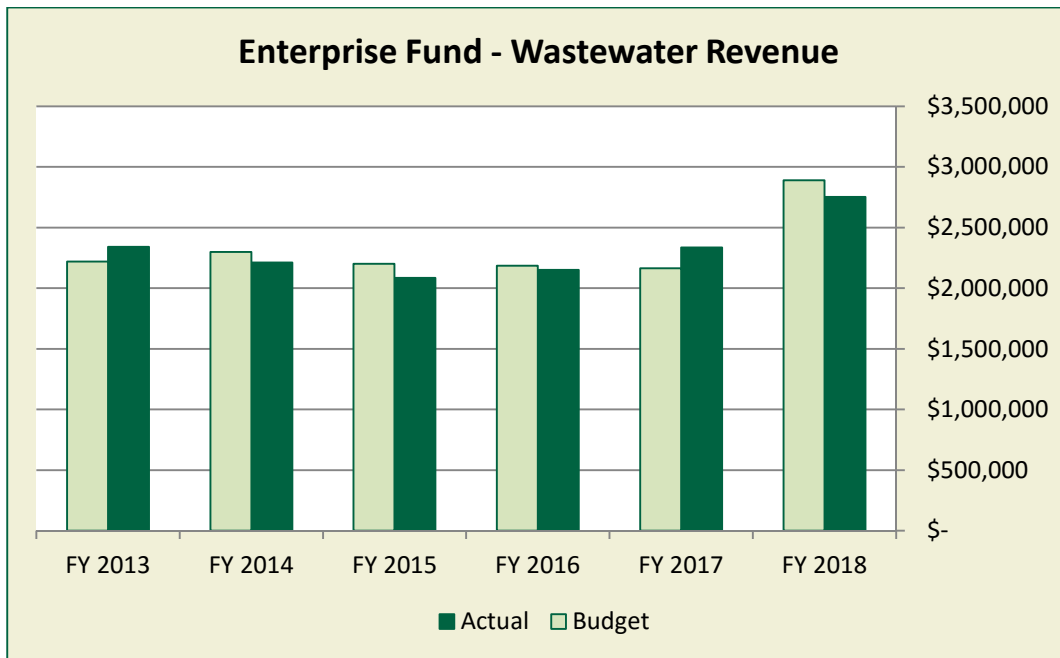


This year, we are 11% above allocated budget for water sales. Contributing to the overage is higher than expected lawn irrigation resulting from a dryer than normal year. As reflected in the following table, the cumulative rainfall this fiscal year is the lowest since FY 2013. Also potentially contributing is improved accuracy of the new water meters.

Rainfall (Inches)	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Annual (fiscal year)	30.06	59.05	70.83	70.95	123.77	38.19

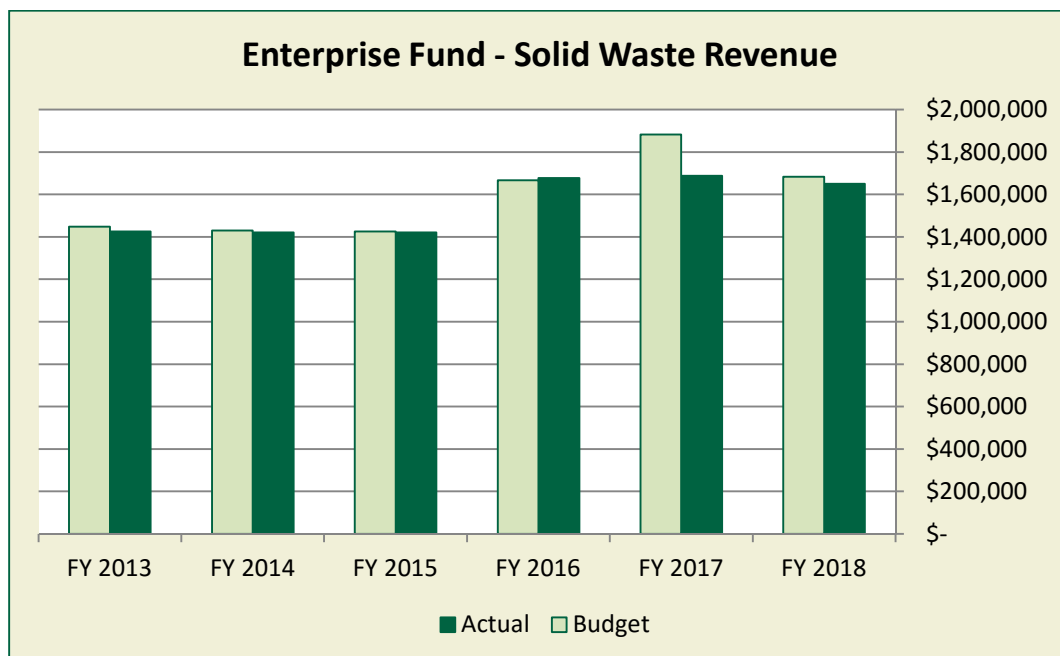
Wastewater Revenue

Wastewater revenues of \$2,751,651 are under the allocated budget by \$139,743, or 5%.



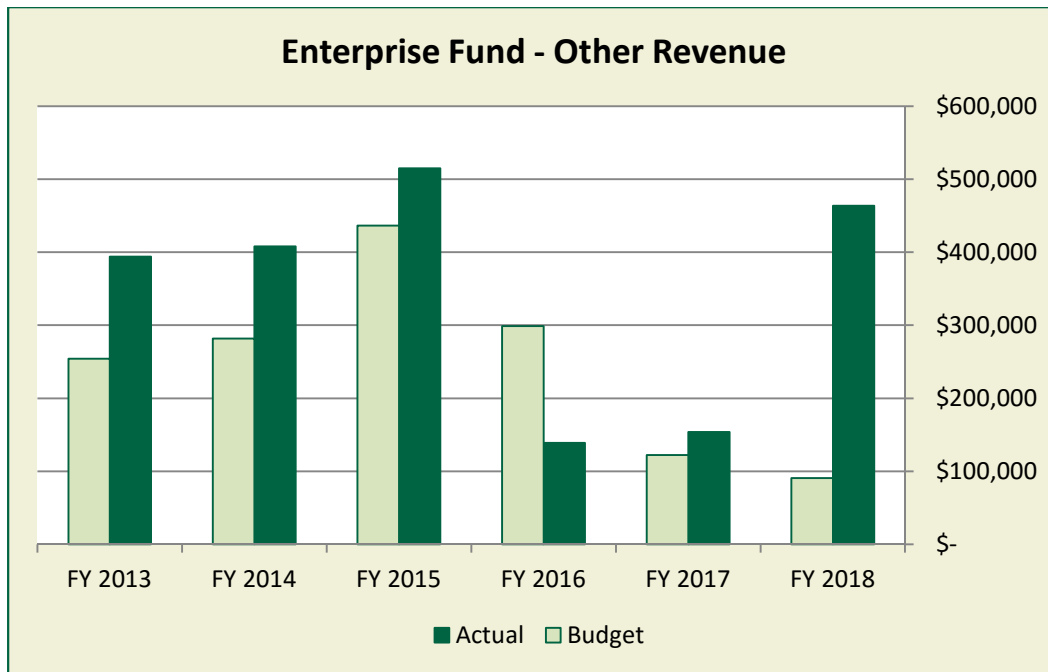
Solid Waste

Solid Waste revenues of \$1,649,818 are under the allocated budget by \$33,882, or 2%.



Other

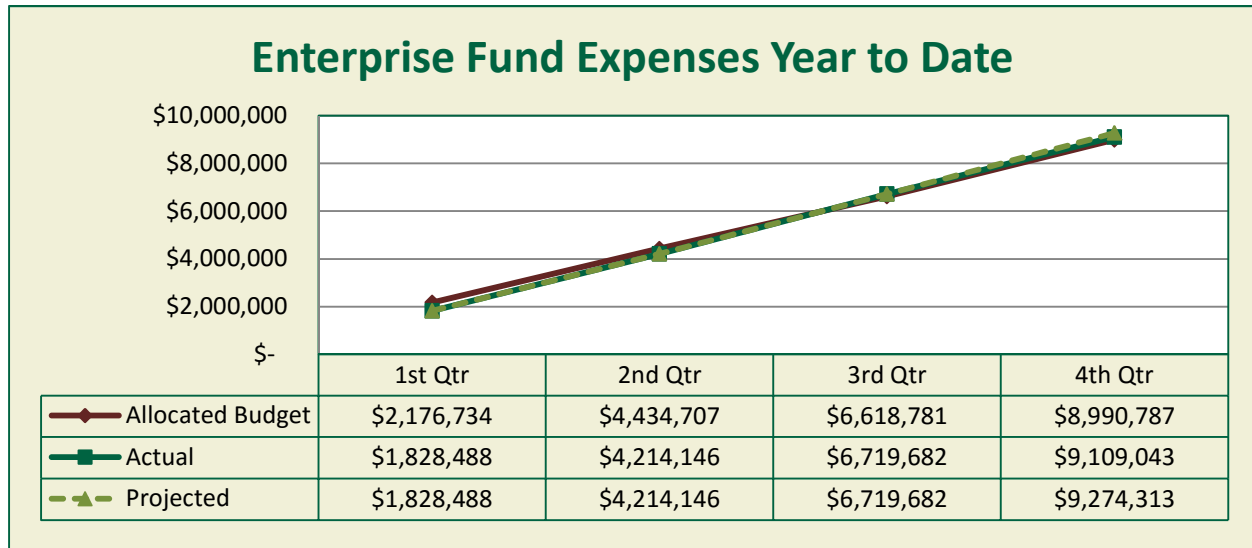
Other revenues of \$463,451 are over the allocated budget by \$372,951, or 412%.



As illustrated by the following table, \$308,955 of unbudgeted TML and FEMA reimbursements account for the majority of the variance. Of that amount, \$290,381 relates to Hurricane Harvey and \$18,574 relates insurance proceeds for vehicle accidents. 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 Revenue 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	100%
Reimbursements - FEMA	0	64,710	n/a	100%
Sale of City Property	5,000	52,377	1,048%	100%
All Other Categories	85,580	102,120	119%	100%
Total	\$90,580	\$463,451	512%	100%

Enterprise Fund Expenses:



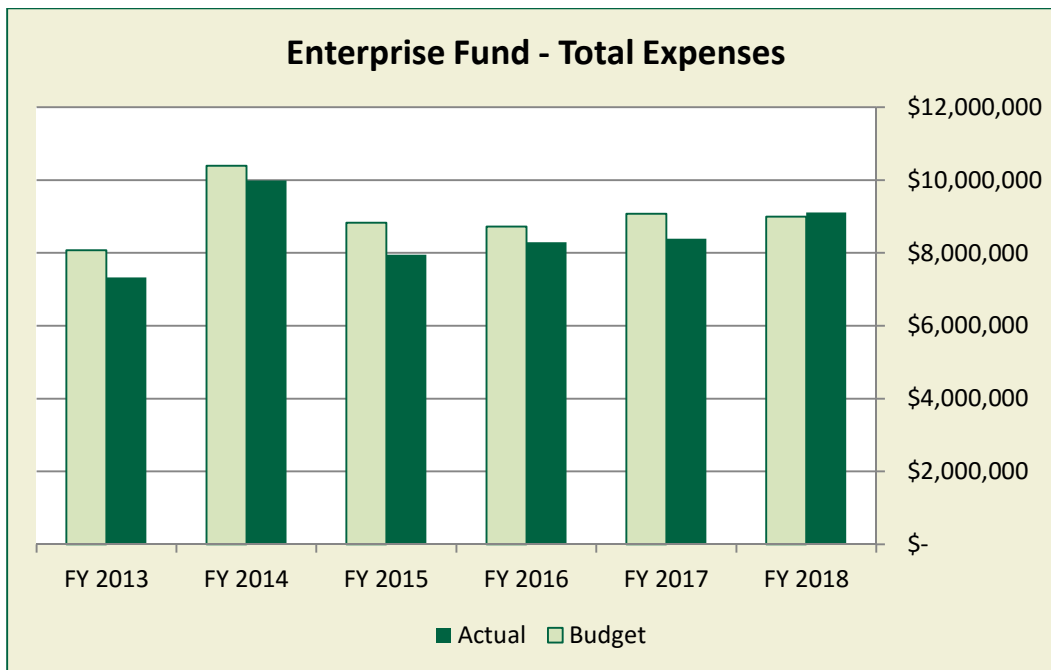
For the year ended September 30, 2018, the Enterprise Fund incurred 101% of its total budgeted expenses and is over its allocated budget by \$118,256, or 1%.

Enterprise Fund FY 2018 4th Quarter Expenses			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$8,990,787	\$8,990,787	\$9,109,043	\$118,256

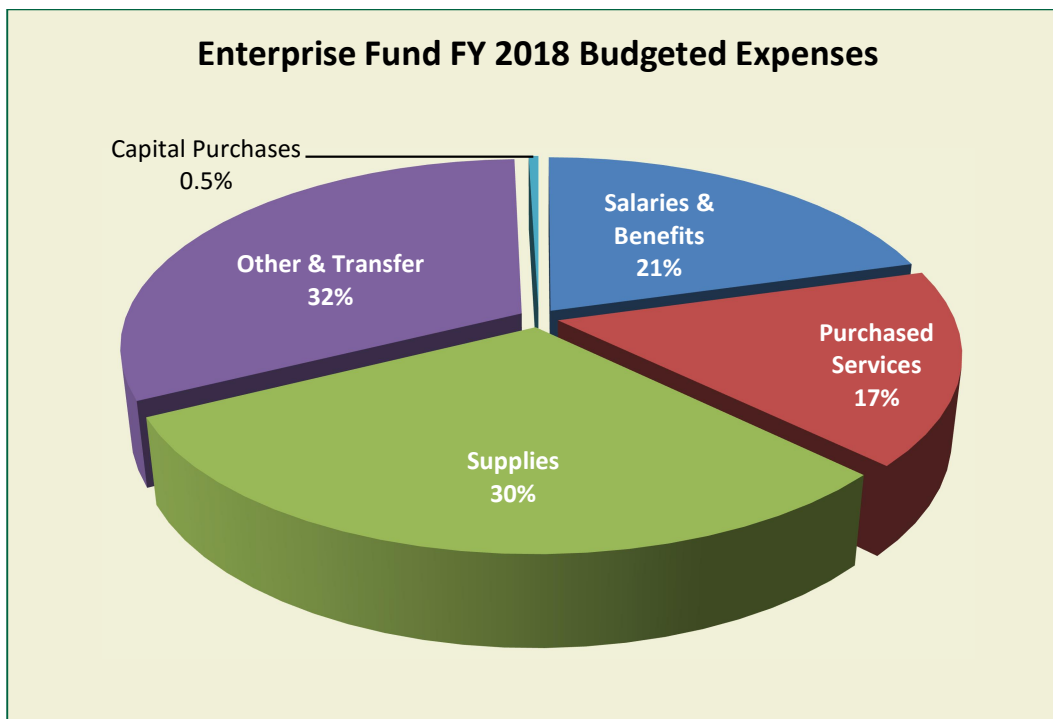
As reflected in the following table, total expenses include \$213,508 of Hurricane Harvey (Non-Payroll Disaster) expenses. If Hurricane Harvey expenses are excluded, the Enterprise Fund is under its allocated budget by \$95,252, or 1%.

Enterprise Fund FY 2018 4th Quarter Expense Categories				
Expense Category	FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
Salaries & Benefits	\$1,854,594	\$1,854,594	\$1,592,579	(\$262,015)
Purchased Services	1,491,676	1,491,676	1,715,530	223,854
Supplies	2,737,081	2,737,081	2,720,456	(16,625)
Other / Transfers	2,865,436	2,865,436	2,866,970	1,534
Capital Purchases	42,000	42,000	-	(42,000)
Non-Payroll Disaster	-	-	213,508	213,508
Total	\$8,990,787	\$8,990,787	\$9,109,043	\$118,256

A discussion of individual expense categories follows the discussion of total expenses.

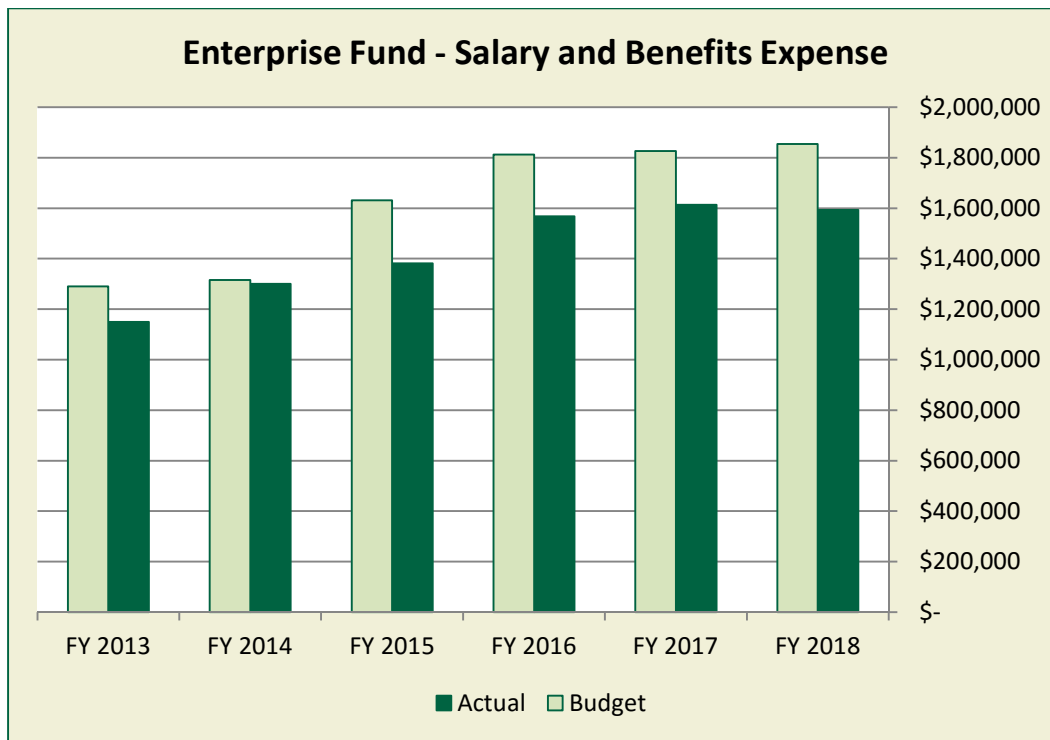


“Other expenses and transfers” makes up the largest category of expenses in the Enterprise Fund at 32% of all FY 2018 budgeted expenses, followed by supplies (which include water purchased from the City of Houston) at 30%. Other and transfers includes \$14,000 of budgeted operational expenses and \$2,851,436 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

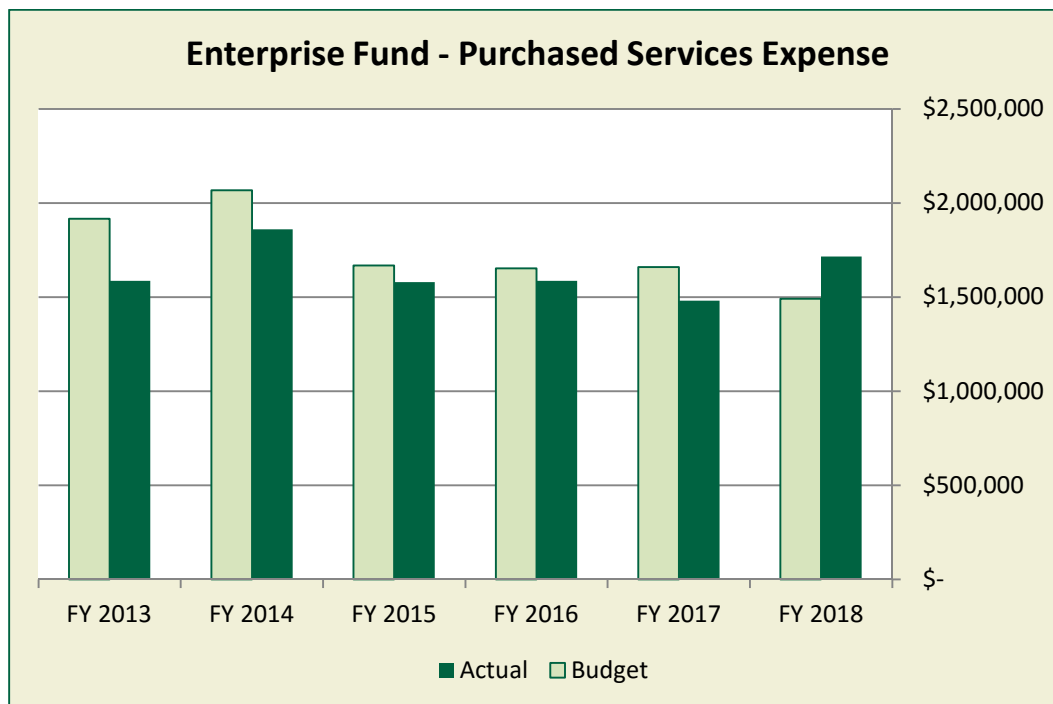
Salary and benefits of \$1,592,579 are under the allocated budget by \$262,015, or 14%.



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.

Purchased Services

Purchased services of \$1,715,530 are over the allocated budget by \$223,854, or 15%.



Some of the larger departmental level variances contributing to purchased services expended during the year ended September 30, 2018 being over the FY 2018 allocated budget include:

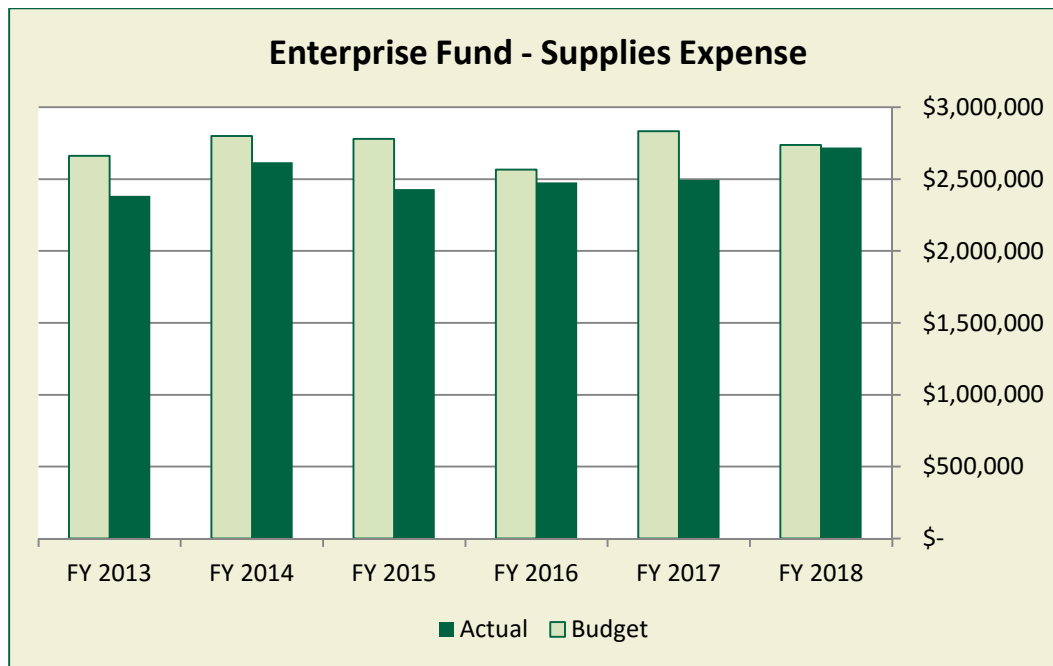
- PW (all divisions) – Contract labor expenses were \$247,142 for the year ended September 30, 2018, which represents 258% of the FY 2018 original \$69,000 budget resulting in an over-allocated budget variance of \$178,142. These expenses are primarily a result of vacancies, which cause salaries and benefits to be under budget by \$262,979.
- PW (Water Production) – Well water maintenance expenses were \$103,913 for the year ended September 30, 2018, which represents 148% of the FY 2018 original \$70,000 budget resulting in an over-allocated budget variance of \$33,913. There were numerous unanticipated well component equipment failures during the fiscal year.
- PW (Wastewater Collection) – Lift station maintenance expenses were \$62,137 for the year ended September 30, 2018, which represents 132% of the FY 2018 original \$47,000 budget resulting in an over-allocated budget variance of \$15,137. There were unanticipated maintenance requirements during the fiscal year to maintain compliance with state requirements, including de-ragging the treatment plant, lift stations, and collection system mains.
- PW (Wastewater Treatment) – Wastewater treatment plant maintenance expenses were \$116,999 for the year ended September 30, 2018, which represents 213% of the FY 2018 original \$55,000 budget resulting in an over-allocated budget variance of \$61,999. Higher maintenance costs due to lingering effects of flooding. These expenses could not be tied directly to Hurricane Harvey and are not included in disaster related expenses.

The above over-allocated budget situations have been partially offset by savings in other areas.

- PW (all divisions) – Engineers, planners, arborists expenses were \$32,377 for the year ended September 30, 2018, which represents 42% of the FY 2018 original \$78,000 budget resulting in an under-allocated budget variance of \$45,623.
- PW (Solid Waste) – Garbage bag and recycling bin expenses were \$70,674 for the year ended September 30, 2018, which represents 64% of the FY 2018 original \$110,500 budget resulting in an under-allocated budget variance of \$39,826. The savings resulted from the timing of orders for bags and bins.
- PW (all divisions) – Vehicle maintenance expenses were \$141,437 for the year ended September 30, 2018, which represents 83% of the FY 2018 original \$170,650 budget resulting in an under-allocated budget variance of \$29,213.
- PW (Water Production) – Water main maintenance expenses were \$137,881 for the year ended September 30, 2018, which represents 92% of the FY 2018 original \$150,000 budget resulting in an under-allocated budget variance of \$12,119.
- PW (Wastewater Collection) – Sanitary sewer maintenance expenses were \$40,406 for the year ended September 30, 2018, which represents 76% of the FY 2018 original \$53,000 budget resulting in an under-allocated budget variance of \$12,594.

Supplies

Supplies of \$2,720,456 are under the allocated budget by \$16,625, or 1%.



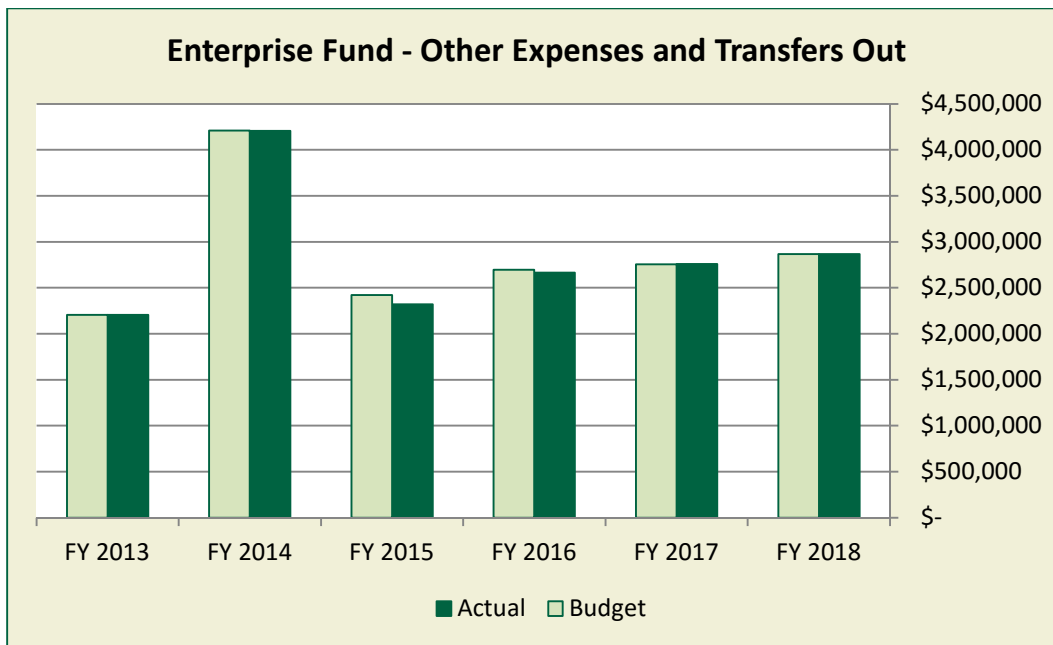
Supplies includes the cost of water purchased from the City of Houston and the cost of groundwater credits the City purchases from the Harris-Galveston Subsidence District related to water the City pumps from underground. Water purchases are over-budget while ground water credit purchases are under budget.

Expenses for water purchased from the City of Houston were \$2,053,715 for the year ended September 30, 2018, which represents 116% of the FY 2018 original \$1,770,700 budget resulting in an over-allocated budget variance of \$283,015. Water purchases from the City of Houston vary depending on the water demands of our customers. As noted previously in the *Water Revenue* section, rainfall was below average and water consumption was higher than expected contributing to water revenue being \$487,768, or 11%, over budget. The increased customer demand required us to purchase increased amounts of water.

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 resulting in an under-allocated budget variance of \$170,800.

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 year ended September 30, 2018, of \$2,866,970 are over the allocated budget by \$1,534, or 0%.



Non-Payroll Disaster Related

Non-Payroll disaster related expenses totaled \$213,508 for the year ended September 30, 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. Most of these costs should be reimbursable by FEMA.

Enterprise Fund
FY 2018 Revenue and Expense Report by Department

	FY 2018 Adopted Budget	FY 2018 Projected (c)	YTD Actual	% of Budget (Collected / Spent)	Actual Over / (Under) Budget
Revenues					
Water Sales	\$4,266,524	\$4,217,477	\$4,754,292	111%	\$487,768
Waste Water Service	2,891,394	2,563,000	2,751,651	95%	(139,743)
Solid Waste – Garbage & Brush Pickup	1,683,700	1,657,700	1,649,818	98%	(33,882)
Miscellaneous (a)	90,500	462,435	463,451	512%	372,951
Total	\$8,932,118	\$8,900,612	\$9,619,213	108%	\$687,095
Expenses					
Water Production	\$481,203	\$511,870	\$475,607	99%	(\$5,596)
Water Distribution	567,008	630,721	564,139	99%	(2,869)
Surface Water	1,953,800	1,783,000	2,064,777	106%	110,977
Wastewater Collection	522,914	458,461	377,113	72%	(145,801)
Wastewater Treatment	829,743	871,386	838,802	101%	9,059
Solid Waste – Garbage & Brush Pickup	1,472,323	1,455,062	1,388,209	94%	(84,114)
Utility Billing	298,360	332,439	319,918	107%	21,558
Transfers Out/Other (b)	2,865,436	3,231,375	3,080,478	108%	215,042
Total	\$8,990,787	\$9,274,314	\$9,109,043	101%	\$118,256
Revenues/Expenses	(\$58,669)	(\$373,702)	\$510,170		\$568,839

- (a) Projected miscellaneous revenues of \$462,435 include \$328,381 of Hurricane-Harvey reimbursements. YTD Actual miscellaneous revenues of \$463,451 include \$290,381 of Hurricane-Harvey reimbursements.
- (b) Projected transfer out/other expenses of \$3,231,375 include \$363,844 of Hurricane-Harvey expenses. YTD Actual transfer out/other expenses of \$3,060,813 include \$213,508 of Hurricane-Harvey expenses.
- (c) As projected in FY 2018 3rd quarter.

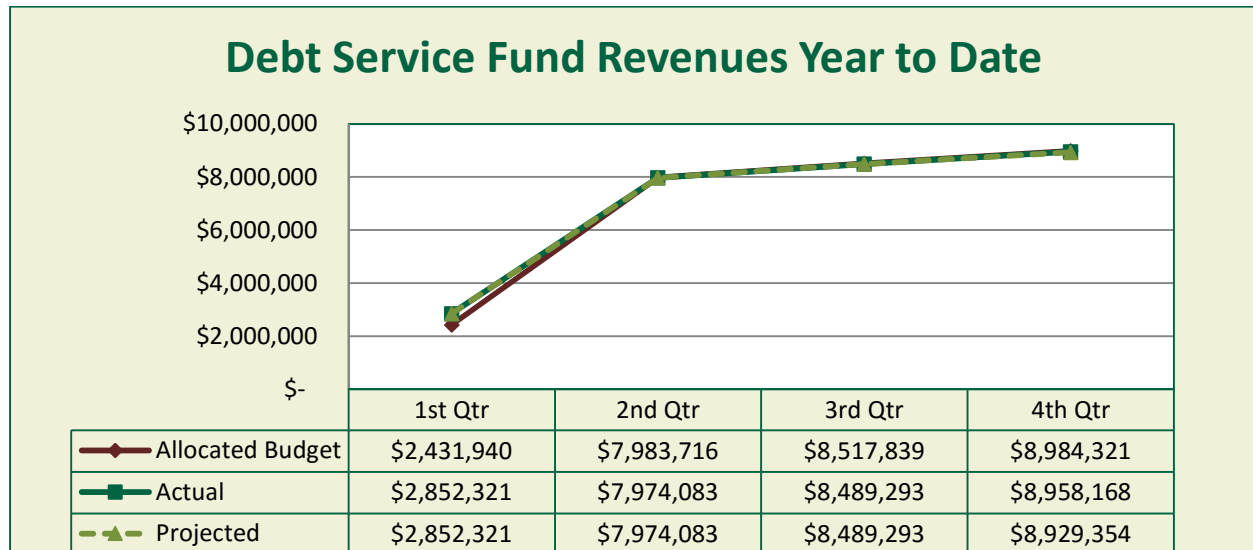
Debt Service Fund

Amounts reported herein are unaudited and will not match the final amounts in the FY 2018 CAFR. We continue to pay invoices related to FY 2018 activity, which we will accrue back into FY 2018. Additionally, we prepare certain year-end adjusting entries to accrue revenues and expenditures which are not reflected in the amounts shown herein, but which will be reflected in the amounts presented in the CAFR.

Projected revenues and expenditures are the projections we presented at the end of the third quarter. Since the entire year is complete, the year-to-date allocated budget is the same as the adopted budget. Amounts reported herein are unaudited fiscal year-to-date amounts through September 30, 2018.

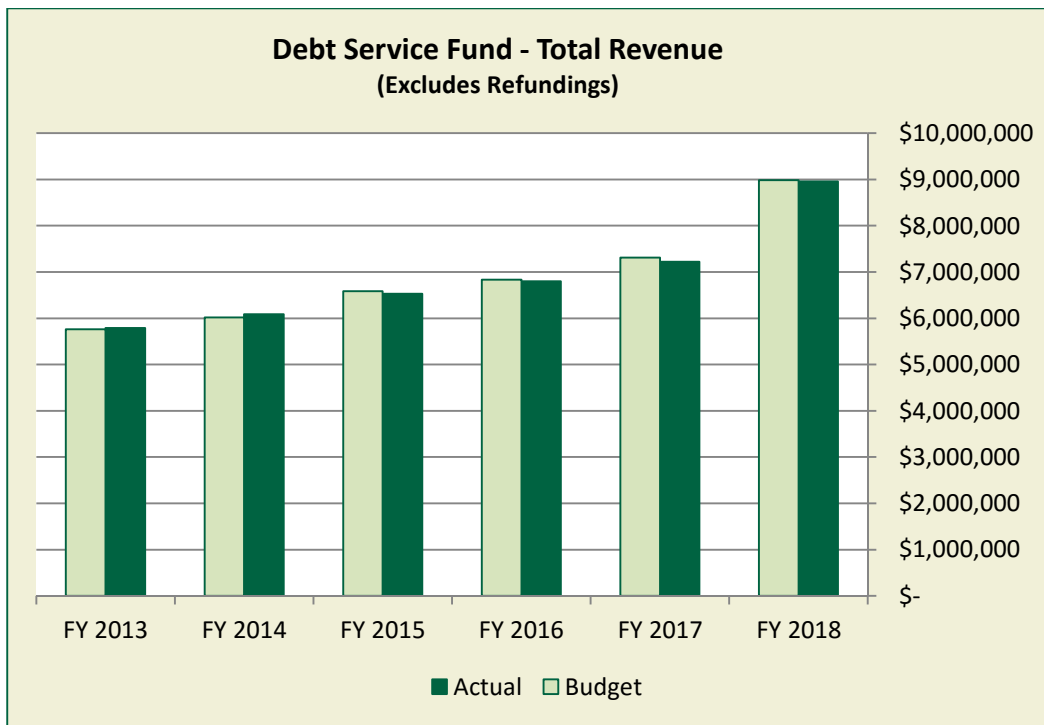
Debt Service Fund FY 2018 4th Quarter Revenue and Expenditure Report			
	Adopted Budget	Projected	YTD Actual
Beginning Balance	\$557,371	\$470,766	\$470,766
Revenues	8,984,321	8,929,354	8,958,168
Expense	8,984,341	8,898,500	8,891,755
Ending Balance	\$557,351	\$501,620	\$537,179

Debt Service Fund Revenues:

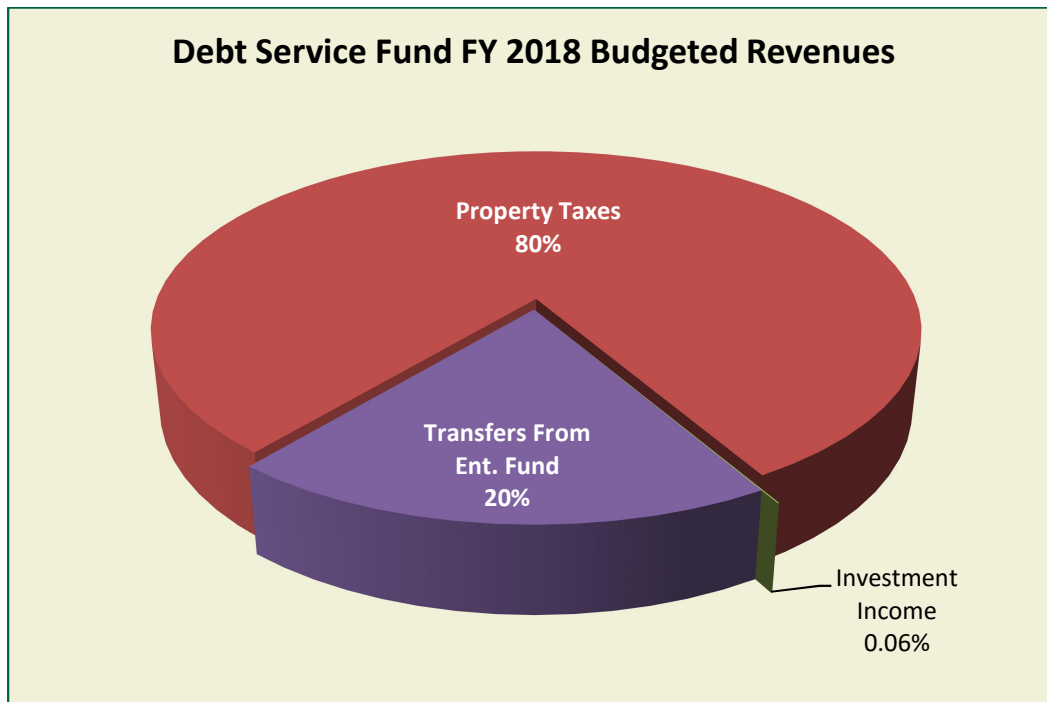


Debt Service Fund FY 2018 4th Quarter Revenues			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$8,984,321	\$8,984,321	\$8,958,168	(\$26,153)

For the year ended September 30, 2018, the Debt Service Fund collected 100% of its total budgeted revenues and is under its allocated budget by \$26,153, or 0%.

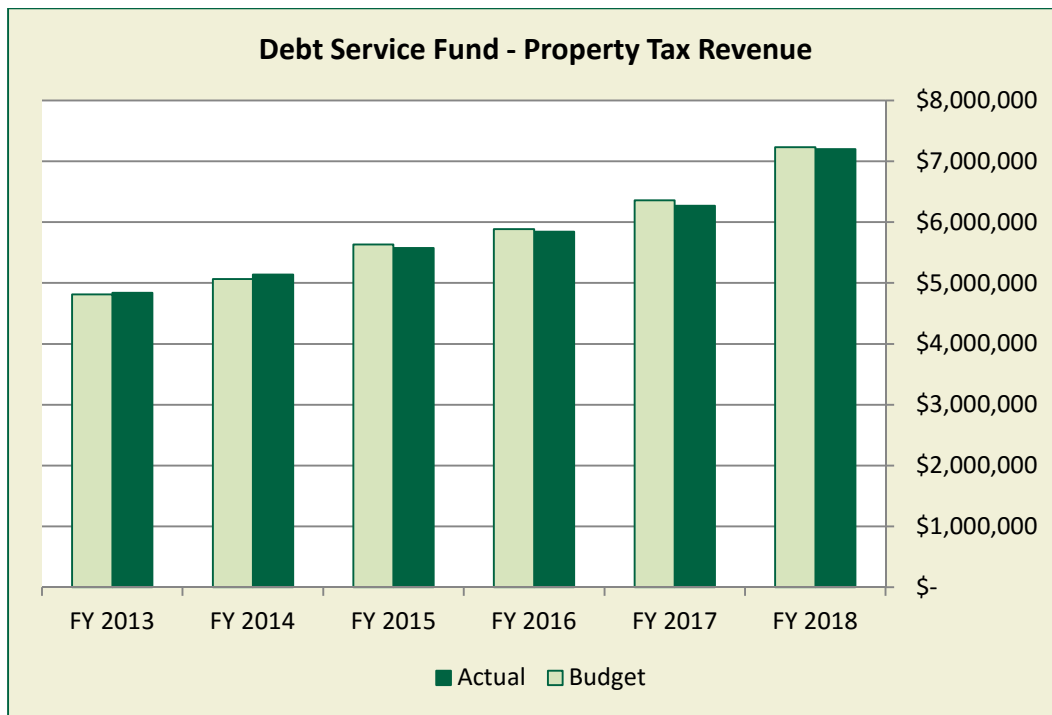


Property tax makes up the largest category of revenues in the Debt Service Fund at 80% of all FY 2018 budgeted revenues, followed by transfers from the Enterprise Fund at 20% and investment income at less than 1%.



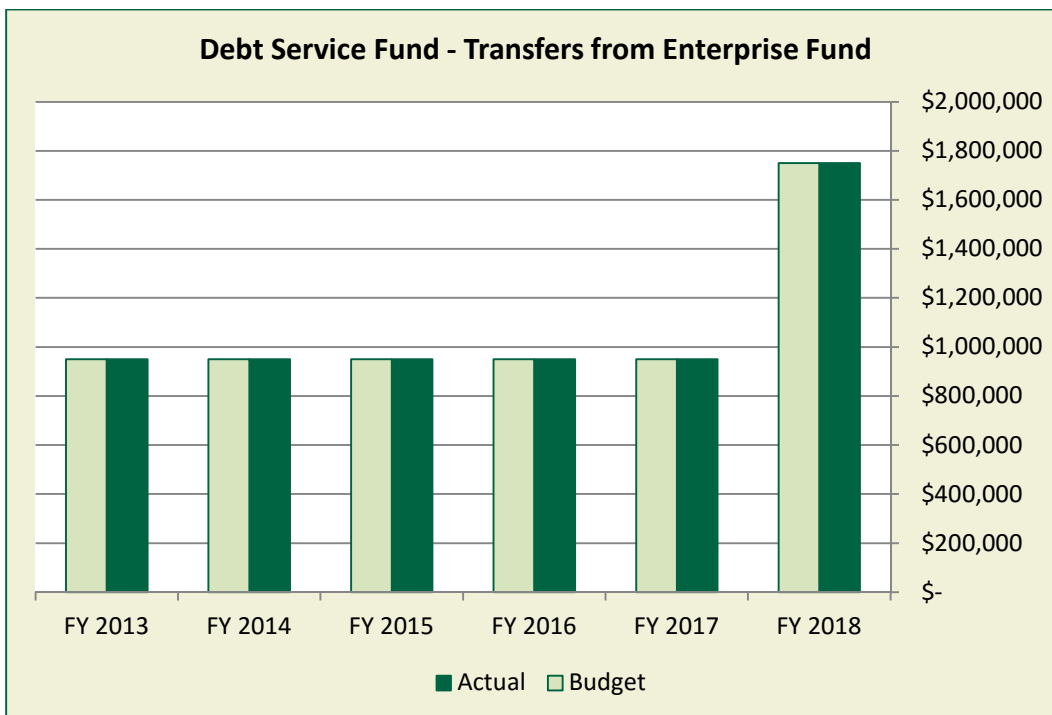
Property Tax

The Debt Service Fund collected \$7,199,112 of property tax in the year ended September 30, 2018, which is under the allocated budget by \$29,773, or 0%.

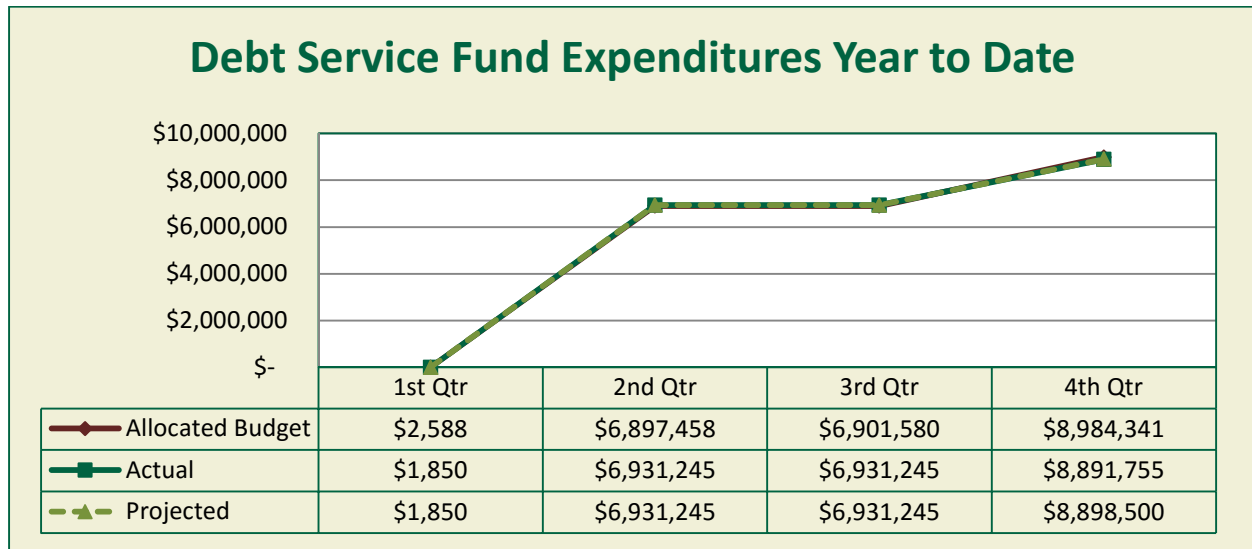


Transfers In

Transfers from the Enterprise Fund in the amount of \$1,750,436 for the year ended September 30, 2018, are equal to allocated budget.

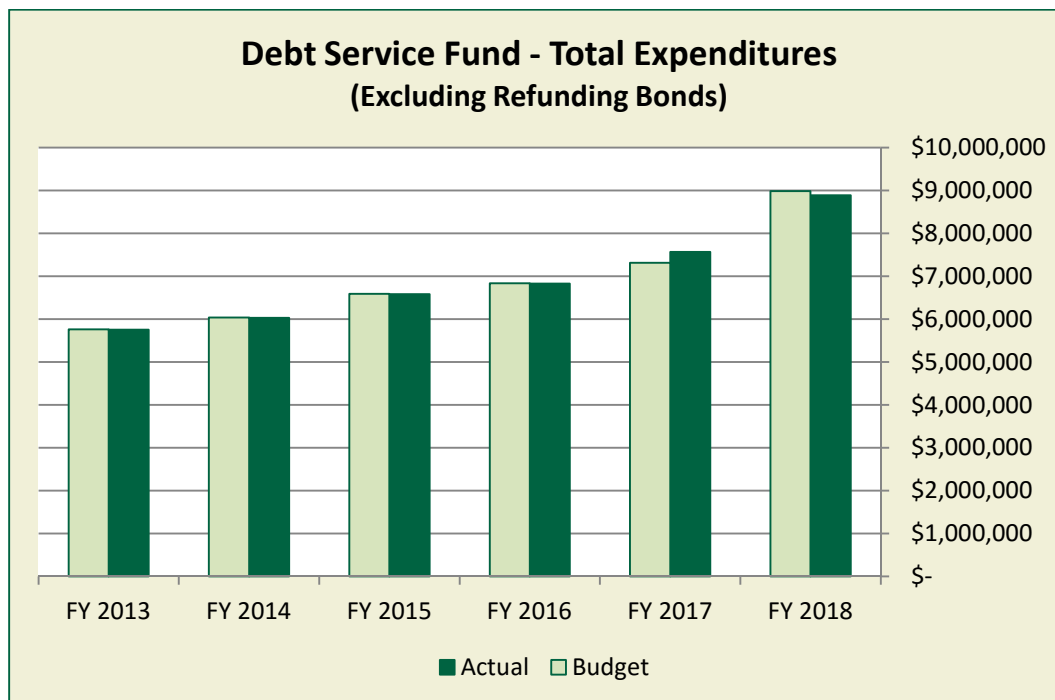


Debt Service Fund Expenditures:



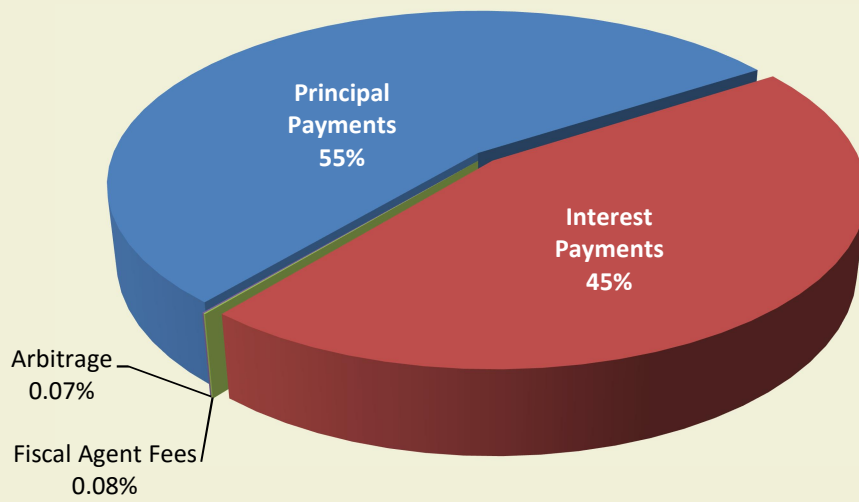
Debt Service Fund FY 2018 4th Quarter Expenditures			
FY 2018 Budget	YTD Allocated Budget	YTD Actual	Actual Over / (Under) Allocated Budget
\$8,984,341	\$8,984,341	\$8,891,755	\$92,586

For the year ended September 30, 2018, the Debt Service Fund expended 99% of its total budgeted expenditures and is under its allocated budget by \$92,586, or 1%



Principal payments make up the largest category of expenditures 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.

Debt Service Fund FY 2018 Budgeted Expenditures



Management Projects

During the budget process Council was presented with Management Projects developed to provide service enhancements and review and develop policies which will allow the City to become more efficient. The following is an update on those projects

MP 1801 – ADA Transition Plan - In 2010, under Title II of the Americans with Disabilities Act Federal Law, governed by the Department of Justice, requires all government entities to complete a Self-Evaluation of all policies, services, and public facilities and develop a comprehensive ADA Transition Plan that provides a road map ensuring all identified deficiencies will be corrected. This plan will assess policies, services, buildings and public grounds and will identify remedies, estimated costs and timelines for correcting deficiencies in meeting the needs of all citizens.

The team lead for this project is Karl Miller. The team began seeking professional qualifications with potential procurement of professional services in April 2018. The process as required under Title II involves staff, community leaders, public education, and final approval from City Council, which is targeted in May 2019.

Qualified consultants have been interviewed and a firm has been selected and will be recommended to City Council on Monday, May 7, 2018. The recommendation is within budget allocation and once a contracted in signed the process of educating staff as to the purpose and the methodology will begin.

City Council approved the recommended agreement with ACI for \$60,000.00 on May 7, 2018. ACI will lead the City of Bellaire in implementing an ADA evaluation and transition plan. ACI has meet with Yolanda Howze, HR Director, prior to her departure and a public meeting is scheduled for Thursday, August 2 at 7:00 p.m. in the Evelyn's Park event hall. Cheryl Bright is working on creating and distributing the public notices for this meeting.

On Thursday, August 2, 2018, a public meeting was held in the event hall at Evelyn's Park to inform and gather information from residents regarding the ADA self-evaluation and transition plan. There were 11 individuals (one Boy Scout) in attendance. Jeromy Murphy, Director with ACI, informed the attendees as to what the City has accomplished, the purpose of the study, the timeline, and the process.

City Departments were asked to complete various documents related to the Self-Assessment which were reviewed with the Mr. Murphy and Karl Miller. ACI has begun their physical assessment of City of Bellaire Buildings.

MP 1802 – Mass Notifications - Research and recommend options for improving the City of Bellaire's ability to notify and inform residents, businesses and visitors about emergencies, events, and breaking news happening in Bellaire.

The Everbridge platform was selected for the mass notification system. PrepareBellaire is the identifier for the system and the alerts. The system has been active and online since June 2018 and currently has over 5,000 subscribers. Training and promotion of the system are ongoing with staff.

MP 1803 – Hoopla Digital Service - Hoopla is a digital service offering films, music, and audiobooks to expand the Library's virtual branch in the community. Provided by Midwest Tapes, this service will allow Library cardholders to enjoy digital content of nearly 500,000 titles without third party advertisements and with no

holds or waiting periods. Borrowers have access to digital audiobooks, comics, eBooks, movie, music and television.

This service is a pay-per-circ model with the library paying for what patrons actually borrow. There are no setup fees, subscription fees, annual fees or long-term contracts. A deposit is made with the company based on our population, in this case, \$3,000. The deposit is a one-time request; it never expires and goes completely towards circulation. If the service is no longer satisfactory, the balance of the advance is fully returned. Mary Cohrs oversees this project. The Hoopla Digital service was launched to the public on Monday, March 12, 2018 and has had 149 patrons borrow 772 unique titles since launch for a total expenditure to date of \$1,879.05. Staff continues to promote the service in the Library and at outreach projects in the community.

Capital Improvement Program Projects

City Council approved the FY 2018 capital improvement projects as part of the City's annual budget adoption on September 18, 2017. The FY 2018 capital projects have been designed to meet today's infrastructure needs as well as those of the future.

Bonds for Better Bellaire 2016 Program

Water and Wastewater Project Group A Phase I:

ARKK Engineers, LLC, was awarded design engineering and construction administration services at the December 6, 2017 City Council meeting; KIT Professionals is providing third party review and construction management. The wastewater line improvement for the 6800 block of Mapleridge Street at Bellaire Boulevard became an emergency repair due to the increased deterioration experienced over the summer months and was ratified at the November 6, 2017 City Council meeting. It was then removed from the scope of this project. A neighborhood meeting was held November 28, 2017 in the CenterPoint Energy Room. The construction management and construction contract were approved at the March 5, 2018 City Council meeting with construction commencement in May 2018. Construction for the 5300 block of Grand Lake has been completed with the 4500 block of Mayfair Street, 5300 - 5400 blocks of Braeburn and the 4800 - 4900 blocks of Locust under construction with an anticipated completion of October 2018. Work on the 4800 - 4900 blocks of Palmetto should begin in October 2018. The entire project is scheduled for completion by March 2019. Waterline improvements on the following blocks are in this scope:

- S Rice intersection tie-in between the 5000-5100 blocks of Beech Street
- 5300-5400 blocks of Braeburn Drive
- 5300 block of Grand Lake Street
- 5100-5300 blocks of Huisache Street
- 4800-4900 blocks of Locust Street
- 4500 block of Mayfair Street
- 4800-5000 blocks of Palmetto Street
- 5100-5200 blocks of Patrick Henry Street
- 5400 block of Pine Street
- 5400 block of Holly Street
- This wastewater line is complete at the 6800 block of Mapleridge Street

Water and Wastewater Project Group A Phase II:

ARKK Engineers, LLC, was awarded design engineering and construction administration services at the December 4, 2017 City Council meeting; KIT Professionals was awarded third party review and construction management services. A design kick off meeting was held January 16, 2018 for this project, and the neighborhood meeting was held August 16, 2018 in the CenterPoint Energy Room. Bidding is anticipated to begin in November 2018 with construction commencement in February 2019. Waterline improvements on the following blocks are in this scope:

- 6900-7000 blocks of IH 610
- 8300 block of IH 610
- 4400 block of Basswood Lane
- 4400 block of Serenity Lane
- 4500 block of Beech Street
- 1100 block of Colonial Street
- 4500-4600 blocks of Evergreen Street

- 4500-4600 blocks of Holt Street
- 4500 block of Locust Street
- 4600 block of Locust Street (east and west)
- 4500 block of Park Court
- 4700-5000 blocks of Tamarisk Street
- The wastewater line located at 5700 Innsbruck Street

Streets and Drainage Group B Phase I:

HDR, Inc. was selected for design engineering and construction administration for this project; ARKK Engineers, LLC, is providing third party review and construction management. The neighborhood meeting was held November 14, 2017. The four roadways in this project were originally designed with a previous bond program, but limited funding caused them to be removed from the construction contract. This project has been delayed by six months due to a utility conflict with AT&T and the lack of a TxDOT drainage permit. The construction contract was awarded to RAC Industries, LLC at the August 6, 2018 City Council meeting with an anticipated construction commencement for Imperial and Linden in September 2018. This project has begun the process of installing project signs at the beginning and end of each block, and sending out construction notices one week prior to construction commencement. The project signs have an email address and phone number on them to help communicate the email address and phone number to call for each project. During roadway construction, methods will be used to reduce the impact to the large live oaks on Linden Street and Willow Street. The scope includes a street replacement, storm sewer upgrade, and installing sidewalks on at least one (1) side of the street for the following blocks:

- 4700 block of Linden Street
- 4700 block of Willow Street
- 4900-5000 blocks of Imperial Street
- 4900-5000 blocks of Mayfair Street
- The waterline on the 4900 block of Imperial Street

Streets and Drainage Group C Phase II:

Costello, Inc. was selected for design engineering and construction administration for this project; ARKK Engineers, LLC is providing third party review and construction management. Completion of design was originally expected in August 2018, with bidding and construction to start in October 2018. This schedule has shifted due to the number of comments received at the Spruce and N Fifth neighborhood meeting and a longer review period requested by the Texas Department of Transportation for the 610 flap gate. In order to expedite the construction of this project, there will be several bid packages prepared for this project. Three (3) of the four (4) bid packages are anticipated to begin construction in February 2019 excluding the 610 flap gate project. The timeframe of this project is unknown until the Texas Department of Transportation provides comments on the design at this location.

The Spruce Street and N. Fifth Street project is within the Urban Village Downtown designation in the City of Bellaire and will be the first bid package prepared for this project. To date, there have been several methods to communicate to the City Council and public about this project. A presentation was given to City Council on March 19, 2018, a neighborhood meeting was held May 15, 2018 and a City Council Tour was held June 13, 2018 around the same timeframe that HEB opened its doors for business. Efforts to address comments for this project have been ongoing during this quarter. This project includes a 100-year storm sewer installation and a street reconstruction with streetlights, trees, landscaping, irrigation, and seven (7) foot sidewalks on both sides of the street for the following blocks:

- 5100-5200 blocks of Spruce Street
- 700 block of N. Fifth Street (includes a waterline upgrade)

Bolivar Street and Maple Street are located within residential areas of the City and will be included as one (1) bid package. The neighborhood meeting for Bolivar Street and Maple Street was held June 21, 2018. At the September 24, 2018 City Council meeting, it was approved for a four (4) foot wide sidewalk on Bolivar to be placed on the west side of the street and to terminate prior to the cul-de-sac which eliminated sidewalk on the east side of the block. This project includes a street replacement, 100-year storm sewer installation, and sidewalks on at least one (1) side of the street for the following blocks:

- 500 block of Bolivar Street
- 4500 block of Maple Street

Flood control flap gates along the southernmost perimeter of the City of Bellaire will be split into two (2) bid packages. Coordination with the Harris County Flood Control District, the City of Houston, Union Pacific Railroad, and Texas Department of Transportation are ongoing, for the respective projects. The first bid package includes the installation of flap gates at the following locations:

- Cypress Ditch,
- Union Pacific Railroad Ditch
- Newcastle Ditch

The second bid package includes a flap gate at the following location:

- 610 outfall

Streets and Drainage Group C Phase III:

Kelly R. Kaluza and Associates, Inc. was awarded design engineering and construction administration services at the December 4, 2017 City Council meeting; ARKK Engineers, LLC is providing third party review and construction management. The design kick off meeting was held February 7, 2018, and the design is around 70% complete. This project is anticipated to begin construction in October 2019 within efforts underway to determine if construction can begin earlier than expected. The scope includes a street replacement, storm sewer upgrade, and installing sidewalks on at least one (1) side of the street. Even though all of the street blocks excluding the 4300 block of Cynthia are designed to a 100-year storm event, this block is currently being evaluated to see if it can be designed to a 100-year storm event. The following blocks are included in the project:

- 4500 block of Larch Lane
- 4300 block of Cynthia Street
- 4600 block of Cedar Street
- 500 block of Chelsea Street
- 4600 block of Mimosa Drive

Sidewalks Group D Phase I:

Kelly R. Kaluza & Associates, Inc. was selected for design engineering and construction administration for this project; ARKK Engineers, LLC is providing third party review and construction management. A neighborhood meeting was held October 24, 2017. The 100% design was sent to the City for bid, and the bid package was being prepared when City Council voted December 18, 2017 for all residential sidewalks to be installed at a width of four (4) feet instead of five (5) feet. The resulting redesign delayed this project by three (3) months. The construction management and construction contracts were taken to the August 6, 2018 City Council meeting for consideration and were not awarded. These items were taken to the September 17, 2018 City Council meeting and the contracts were approved with the exception the streets identified in this project outside Loop 610 will not receive sidewalks. The sidewalks located inside Loop 610 will have four (4) foot wide sidewalks replaced or installed on one (1) side of the streets. The following blocks are included in the project:

- 4500 block of Teas Street
- 4500 block of Verone Street

- 4500- 4600 blocks of Holly Street
- 4600 block of Laurel Street
- 4600 block of Oleander Street

The following blocks are removed from the project:

- 4800 - 4900 blocks of Valerie Street
- 4700 - 5000 blocks of Braeburn Street
- 5000 - 5100 blocks of Pine Street
- 5300 block of Pine Street
- 1000 block of Pauline Street

At the October 1, 2018 City Council meeting, a petition to remove sidewalks on the 4500 block of Teas Street was approved by the City Council. RAC Industries, LLC, the contractor that bid this project in July 2018, has submitted a letter of withdrawal for their bid which will be taken to the October 15, 2018 City Council meeting for consideration. Sidewalk petitions for the 4600 block of Laurel and the 4600 block of Oleander were also submitted for consideration at the October 15, 2018 City Council meeting. The outcome of this meeting could determine whether or not the project will proceed.

Sidewalks Group D Phase II:

MBCO Engineering, LLC, was awarded design engineering and construction administration services at the December 4, 2017 City Council meeting; ARKK Engineers, LLC is providing third party review and construction management. The design kick off meeting was held in January 2018. The 60% design is anticipated for review the first week of July 2018 prior to the neighborhood meeting scheduled for July 24, 2018 in the CenterPoint Energy Room. Construction is anticipated for October 2018. At the September 24, 2018 City Council meeting, Four (4) foot sidewalks were approved for the following locations:

- 4800 - 4900 blocks of Cedar – with a design modification for a sidewalk to terminate prior to the cul-de-sac
- 5000 - 5200 block of Locust
- S 3rd from Bellaire to Jessamine
- 4800 - 4900 blocks of Chestnut
- 5200 block of Linden
- 5100 block of Huisache

These sidewalk locations were removed from the project:

- 4800 - 4900 blocks of Spruce
- 5200 block of Willow
- 5200 block of Laurel

Sidewalks Group D Phase III:

The City Council gave direction at the August 6, 2018 meeting to not pursue this project. This scope was to install sidewalks on at least one side of the street on the following blocks:

- 4900-5000 blocks of Wedgewood Drive
- 4900-5000 blocks of Beech Street
- 4500 block of Palmetto Street
- 4600 block of Spruce Street
- 4600 block of Park Court
- 4700-4800 blocks of Welford Drive
- 5100-5200 blocks of Braeburn Drive
- 5300 block of Patrick Henry Street

- 4500 block of Magnolia Street
- 4600 block of Willow Street
- 4600 block of Cedar Oaks Lane
- 4600 block of Huisache Street
- 3rd Street between Elm Street and Wedgewood Drive

Water Meter Installation and Improvements to Wastewater Treatment Plant:

H2OMC, LLC is providing project management for the water meter installation project. The large eight-inch (8") water for AT&T has been delivered to the City but has not been installed by Siemen's meter contractor, Pedal Valve Inc., due to scheduling issues. AT&T has been contacted by H2OMC, LLC to work out an appropriate install date that is agreeable to all parties. The work is anticipated to take place the week of July 16, 2018. City staffs are working with a local arborist to continue to safely remove the roots around the pending 11 meters. The City's Finance Department is working with IT and Neptune support to install or resolve security upgrades on their computers that are interfering with the software. Utility Billing is anticipating launching the AquaHawk resident portal by the end of the 2018 calendar year. This system allows Utility Billing to view readings and usage from their computers and allows residents to monitor their water consumption and set customized alerts based on their usage, including alerts of potential leaks. The portal should help residents manage their water use, avoid billing surprises, and identify leaks for timely resolution. The City will be developing a campaign to inform residents of the AquaHawk portal and encourage registration in the upcoming months.

H2OMC, LLC is providing project management for the wastewater treatment plant upgrade project. Siemens and their subcontractors have worked diligently to make up for time lost due to Hurricane Harvey and the repairs that followed. Improvements to the wastewater treatment plant progressed from 63% to 85% complete over the last quarter. Contractors are 60% complete with the lift station rehabilitation. The old lift station was demolished, and the installation of new discharge piping is almost complete. The old gaseous disinfection system was removed, and the new liquid system has been installed. The disinfection system is scheduled to be completed in late July. The piping for the aeration blowers is scheduled to be painted and blower start-up is anticipated for mid-July with Atlas Copco. Upcoming work in July includes complete painting at aeration and RAS pumps, complete installation of chemical feed system, complete punch list items for blowers, complete installation of piping for lift station, begin installation of submersible pumps in lift station, and begin draining of aeration basin #1 to perform diffuser upgrade.

The project is nearing completion and close out is scheduled to occur within the next 90 days.

Municipal Facilities Project:

Construction activity has progressed on both new Municipal buildings. At the new Police and Court building, the exterior envelope is nearly completed. Sheetrock is up on the walls, and utilities (electric, gas, and water) have been connected. Exterior canopies are being installed, and site grading will begin soon.

The installation of light fixtures, drinking fountains, and millwork is complete at the new City Hall and Civic Center, and exterior improvements are underway. Some of the sidewalks are in place, and bollards are being installed. We have begun installation of the interior technology, including the broadcasting system for Council Chambers.

The estimated date of substantial completion for Phase 1 of City Hall and Civic Center is November 2, 2018. The estimated date of Substantial Completion for the Police and Court Building is December 21, 2018, and the final phase of the Civic Center is estimated at June 22, 2019. These dates have changed due to a variety of construction related activities, including but not limited to product delivery delays. Substantial completion

dates are important to the project because they signify the anticipated date when the building is complete enough to begin usage by the owner for its intended purpose. Specific move-in dates will be determined by evaluating the logistics of each Department or Service delivered and will be determined shortly.

Rebuild Bellaire Phase 5B:

This project was approved at City Council December 4, 2017 for release of retainage and closeout to Reytec Construction Resources, Inc. The one (1) year warranty for this project began October 24, 2017. A walk-through will be conducted in October 2018 to determine if any deficiencies are present for the following streets constructed with this project:

- Alder Drive (Evergreen Street to Maple Street)
- 6900-7000 blocks of Ferris Street
- 4400 block of Glenmont Drive
- 1000-1200 blocks of Howard Lane
- 4400 block of Nancy Street
- 5300 block of Valerie Street

Cash Funded Projects:

Renwick Well Improvement Project:

The existing pumps and motors are past their useful life expectancy and have been rebuilt or repaired multiple times over the years. More energy efficient models are available as well. H2OMC, LLC, ARKK Engineers, LLC, 24/6, JACH Controls, and Public Works staff met at the wastewater treatment plant in March to finalize the specifications for the booster pump and motor replacement. The bid package to perform the work is being prepared and is anticipated for City Council consideration at the August 20, 2018 meeting.

It was recently determined that a significant portion of this work would not require City Council action. Therefore, staff is proceeding at the administrative level. The pumps have been ordered and should be delivered within 60 days.

Wendell Lift Station Improvement Project:

The existing pumps and motors are past their useful life expectancy and have been rebuilt or repaired multiple times over the years. More energy efficient models are available as well. H2OMC, LLC, ARKK Engineers, LLC, 24/6, JACH Controls, and Public Works Staff met at the wastewater treatment plant in March 2018, and again in June 2018, to work through the details of the project. H2OMC, LLC has provided 24/6 with the pump and motor specifications and they are currently working on providing the City with a quote to perform the replacement. The estimate is expected to be provided to the City in late July 2018. The bid package to perform the work is being prepared.

City-Wide Supervisory Control and Data Acquisition (SCADA) Systems Upgrade Project Phase 2 & 3:

Once all phases of SCADA are complete, Public Works staff can operate all water and wastewater facilities from the wastewater treatment plant with the push of a button through the SCADA software system. Prior to this system, Staff would have to make manual changes at the various water and wastewater locations city-wide. SCADA Phase I set up communications from the wastewater treatment plant to all water treatment plant wells; SCADA Phase II set up communications from the wastewater treatment plant to the lift stations; and SCADA Phase III is to have the wastewater treatment plant on the SCADA system. JACH Controls has completed the work specified in the contract for Phase II SCADA upgrades in February 2018.

H2OMC, LLC, ARKK Engineers, LLC, 24/6, JACH Controls, and Public Works staff met at the wastewater treatment plant in March 2018, and again in June 2018, to finalize the specifications for the SCADA Phase III project. Quotes to perform the work should be received in July 2018. The anticipate closeout for this project at City Council is October 2018. This project is nearly complete.

Park Signage Master Plan and Implementation Project:

The Park Signage Master Plan has been defunded and the funds were reallocated to the North – South Drainage Systems and Cypress Ditch Study in the FY 2019 budget.

Bellaire Family Aquatic Center Pool Area Improvements:

The project has been defunded and the funds were reallocated to the North – South Drainage Systems and Cypress Ditch Study in the FY 2019 budget.

Community Pathways Master Plan:

City Council approved the professional services agreement with HR Green Development, LLC at the August 7, 2017 City Council meeting prior to Hurricane Harvey. The highest priority projects identified in this project were anticipated to influence the Bonds for Better Bellaire 2016 Group D Phase III Sidewalk Project and identify potential new projects that could be incorporated into the future CIP.

Various activities took place to communicate with the public including an online survey, various updates to the Parks and Recreation Board and the Planning and Zoning Commission before the Neighborhood Meeting January 23, 2018. The draft plan was posted on the project website and comments from the public were received from March 2018 to August 2018. During the comment period, Baldwin Avenue was removed from the draft plan.

The draft plan was taken the Parks and Recreation Advisory Board in June 2018 and to the Planning and Zoning Commission in July 2019 for them to consider approval to the City Council. The Parks and Recreation Advisory Board voted to table the discussion. At the Planning and Zoning meeting, there were around 40 people that spoke in opposition of the plan, a few which spoke in favor of the plan, and another 44 that submitted comments electronically for public record. The Planning and Zoning Commission voted not to recommend this proposal to City Council.

A presentation on the draft Community Pathways Plan was given at the August 6, 2018 City Council meeting and the direction given to Staff was not to bring this back to City Council for approval.

Decorative Standards for Street Lights Pilot Project:

The City of Bellaire has collaborated with CenterPoint to identify a light fixture that is consistent with the general aesthetic seen in Bellaire Town Center, the Great Lawn, and depicted in designs for Spruce and N Fifth streets. Photometric data has been developed and plans are currently in development to determine how many fixtures would be needed at the recommended spacing of 94 feet. Cost estimates will be developed once pole locations are determined.

Flood Plain Hazard Mitigation Implementation:

This project is complete and the recommendations are being evaluated for future funding options, including bond programs and grant opportunities. The Flood Hazard Task Force met August 27, 2018 and was updated on the progress and next steps made for plan implementation during the upcoming FY 2019 year and beyond.

Public Works Site Planning Project:

The City of Bellaire is reviewing the proposed work product as a part of the Facilities Master Plan Update.

Facilities Master Plan Update:

The draft has been delivered and review will be completed by mid-October 2019. Revisions will take several weeks to complete.

Metro Funded Projects:

2018 Pavement Management Program:

At the November 6, 2017 City Council meeting, the Public Works Department gave a report that would change the approach to the FY 2018 Pavement Management Program. Staff is working to redevelop this program as mentioned at the November 6, 2017 City Council meeting. The plan is to maintain the original maintenance contract for asphalt overlays and sidewalk repairs, and add an additional unit cost price contract for paving. This additional contract allows the department flexibility when selecting locations for repair. The on-call paving and storm sewer services contract was awarded at City Council March 19, 2018. Areas such as Bellaire and Bissonnet were completed during this quarter under the contract. Work in Southdale begins in July 2018. Construction is anticipated for completion at the end of September 2018. A progress report was sent to the City Council on October 12, 2018 detailing the work that has been completed through this program. Several of the projects include curb and gutter replacement along Jonathan, a crosswalk at Newcastle near Evelyn's Park and drainage improvements along Braeburn and Bellaire Boulevards.

FY 2017 Pavement Management Program:

ARKK Engineers, LLC is the design engineer for two (2) projects: streets and sidewalk project, and pavement striping. The bids were awarded for this project September 14, 2017. These projects were bid as a one (1) year contract with two (2) additional renewals, for a total of three (3) years. The contracts will be adjusted every year with the Consumer Price Index. Both contracts were approved at the November 6, 2017 City Council meeting and are planned for release of retainage and closeout at a future City Council meeting in October.

For the streets and sidewalks project, milling, point repairs and overlays are completed for Evergreen, Maple, Grand Lake Street, Effie, Pembroke Court, Holt, and Jessamine. The Group A Phase 1 waterline construction work was completed prior to the contractor beginning the overlay work on Mayfair. This work will continue into October.

Sidewalks on Braeburn Drive were omitted during construction because this project did not have a neighborhood meeting to solicit feedback from the neighbors and the scope of the sidewalk work was beyond maintenance. Removing this sidewalk from the Pavement Management Program further identified that gap filling in Bellaire is for new sidewalks that are more than two consecutive lots. These sidewalk projects require a neighborhood meeting. This also means the 100 block of Beverly Lane was removed from the scope. These sidewalks can be considered with future sidewalk work and the funding will be used for other identified maintenance needs. The sidewalks on Birch Street and smaller sidewalk repairs on Braeburn Drive are complete. This project should be taken to City Council for closeout in October 2018.

The streets and sidewalks project includes street repairs with an overlay to the following blocks:

- 4500 block of Holt Street
- 4500 block of Mayfair Street
- 5300 block of Grand Lake Street
- 4900-5000 blocks of Maple Street
- 4700-4800 blocks of Evergreen Street (includes striping)
- 100 block of Pembroke Court

- 4400 block of Effie Street (curb and gutter work)
- 5300 block of Jessamine Street – added when Braeburn Drive was pulled from contract

Existing sidewalks are repaired or replaced at the following blocks:

- 4500-4600 blocks of Birch Street
- 4500 Braeburn Drive (smaller sidewalk repairs)

New sidewalks were omitted for the following blocks:

- 100 block of Beverly Lane
- 4500 block of Braeburn Drive

The following street repairs with an overlay were omitted from this project because they were completed with the FY 2016 Street and Sidewalk Pavement Management project:

- 5100 block of Linden Street
- 5200 block of Grand Lake Street

The pavement striping contract includes various streets city-wide such as Bellaire Boulevard, South Rice Avenue, Newcastle Drive, Evergreen Street, and Avenue B and to add angled parking on Cedar Street from N Fifth Street to Ferris Street. The striping for all of these areas was completed in April 2018 minus the 4700-4800 blocks of Evergreen Street. For Evergreen Street, the intention was to stripe this section after the overlay was completed in May 2018; however, the contractor placed the asphalt too thick along the edge of the curb and gutter line and was notified a repair is needed around the same time a waterline leak was identified. The waterline repair is complete and the overlay repair is scheduled for July 2018. The striping should follow thereafter.

Completed Projects:

2017 Playgrounds, Shade Structures, and Park Amenities Program

Evelyn's Park

FY 2015 Pavement Management Program

FY 2016 Pavement Management Program

Flood Plain Hazard Mitigation Plan

Rehabilitation of the Renwick Ground Storage Tank (GST)

Texas Future Flood Protection Projects Submitted for The Governor's Commission to Rebuild

Texas Effort:

The following projects were submitted by the City of Bellaire to Harris County and presented to the State and City of Bellaire's Flood Hazard Mitigation Task Force. Staff is awaiting feedback from the Texas Division of Emergency Management on the following applications:

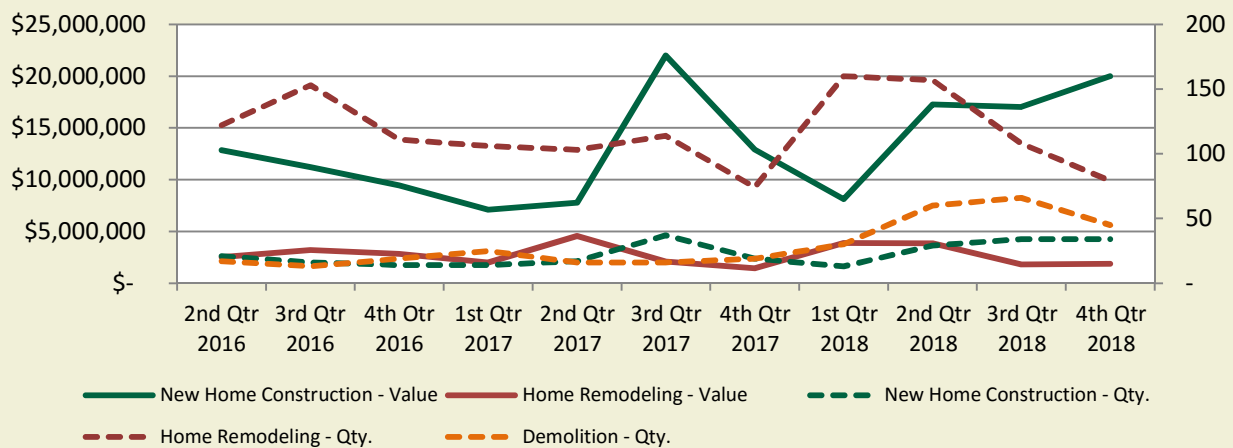
- Flap Gate Flood Mitigation - Included as a project in the Bonds for Better Bellaire 2016 Program
- Underground Stormwater Detention. Included as a project Projects in the Bonds for Better Bellaire 2016 Program
- Comprehensive Underground Stormwater Detention System
- North-South Drainage Systems and Cypress Ditch Study
- Elevation of Eight Structures
- Feld Park Wastewater Treatment Plant Emergency Diesel Generator

Trends

Development Statistics

	FY 2017 4th Quarter		FY 2018 4th Quarter	
	QTY.	Value	QTY.	Value
New Home Construction	19	\$12,896,950	34	\$19,981,061
Home Remodeling	74	\$1,431,235	79	\$1,881,897
New Commercial Construction	1	\$10,000,000	0	\$0
Commercial Remodeling	11	\$8,060,721	36	\$2,391,018
Demolition	19		45	

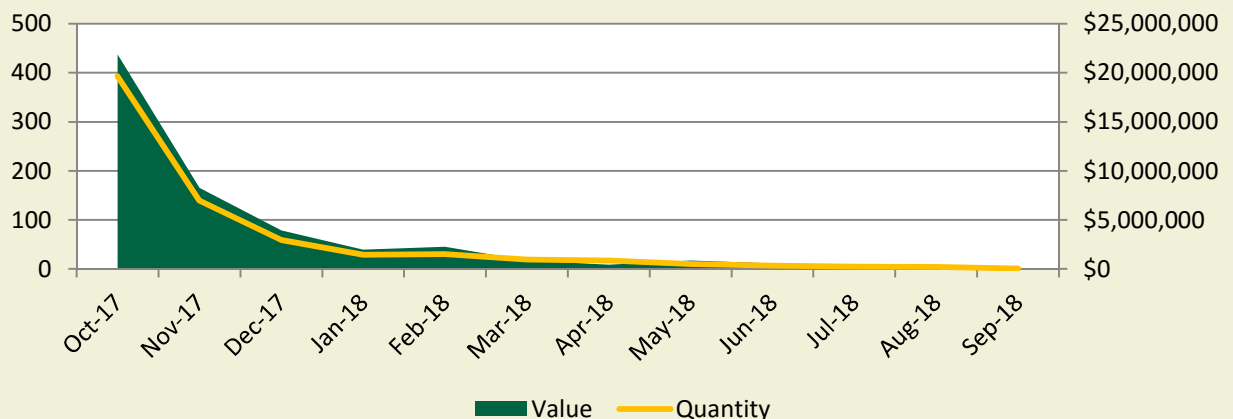
Residential Permit Activity



Flood Permit Statistics

Flood Permits Issued	1 st Quarter Oct – Dec 2017	2 nd Quarter Jan – Mar 2018	3 rd Quarter Apr – Jun 2018	4 th Quarter Jul – Sep 2018
Quantity	591	78	34	10
Value	\$34,068,393	\$5,124,736	\$1,848,009	\$359,212

Flood Permits Issued



Crime Statistics						
	July		August		September	
	FY 2017	FY 2018	FY 2017	FY 2018	FY 2017	FY 2018
Homicide	0	0	0	0	0	0
Sexual Assault	0	0	0	0	1	0
Robbery	0	1	0	1	0	1
Assault	2	2	2	5	4	3
Burglary Residence	3	4	4	3	0	1
Burglary Building	1	0	1	3	1	2
Theft	49	15	15	12	10	15
Motor Vehicle Theft	0	1	1	0	0	1

Warrant Statistics						
	July		August		September	
	FY 2017	FY 2018	FY 2017	FY 2018	FY 2017	FY 2018
Warrants Issued	0	159	289	213	0	168
Outstanding Warrants	0	140	189	203	0	168
Failure to Appear	0	39	47	0	0	47

NOTE ON WARRANT STATISTICS: No warrants were issued in July 2017 due to the moving of Courts operations to City Hall. No warrants were issued in September 2017 due to Hurricane Harvey.

City of Bellaire
General Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	September		Year-to-Date			
		Actual	% of Adopted Budget	Allocated Budget	Actual	Over/(Under) Allocated Budget	% of Adopted Budget
Revenues							
Property Taxes	\$ 13,118,646	\$ 20,020	0%	\$ 13,118,646	\$ 13,109,058	\$ (9,588)	100%
Franchise Taxes	1,424,734	311	0%	1,424,734	1,387,893	(36,841)	97%
Sales Taxes	2,348,555	215,839	9%	2,348,555	2,389,156	40,601	102%
Permits, Fees, Licenses	1,143,400	81,721	7%	1,143,400	1,237,452	94,052	108%
PARD Charges and Fees	887,400	21,493	2%	887,400	837,258	(50,142)	94%
Public Safety	436,400	54,089	12%	436,400	384,067	(52,333)	88%
Fines	730,000	31,643	4%	730,000	608,561	(121,439)	83%
All Other	694,700	80,918	12%	694,700	933,478	238,778	134%
Total Revenues	20,783,835	506,035	2%	20,783,835	20,886,923	103,088	100%
Expenditures							
Salary & Benefits	14,495,815	1,002,708	7%	14,495,815	13,981,694	(514,121)	96%
Purchased Services	4,110,441	547,003	13%	4,110,441	3,729,483	(380,958)	91%
Supplies	1,212,641	242,927	20%	1,212,641	1,205,144	(7,497)	99%
Other/Transfers	540,951	42,587	8%	540,951	535,301	(5,650)	99%
Non-Payroll Disaster Related	-	-	n/a	-	1,763,174	1,763,174	n/a
Total Expenditures	20,359,848	1,835,226	9%	20,359,848	21,214,796	854,948	104%
Net Revenues/(Expenditures)	\$ 423,987	\$ (1,329,191)		\$ 423,987	\$ (327,873)	\$ (751,860)	
	Budgeted	Actual					
Unassigned Fund Balance 9/30/17	\$ 3,387,437	\$ 3,699,304					
FY 2018 Revenues	20,783,835	20,886,923					
FY 2018 Expenditures	20,359,848	21,214,796					
Ending Unassigned Fund Balance	\$ 3,811,424	\$ 3,371,431					
60 Day Reserve Requirement	\$ 3,311,154	\$ 3,311,154					
(Includes only operating budget)							

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Enterprise Fund
Revenues and Expenses (Unaudited)
Fiscal Year-to-Date as of September 2018

		September		Year-to-Date			
	FY 2018 Adopted Budget	Actual	% of Adopted Budget	Allocated Budget	Actual	Over/(Under) Allocated Budget	% of Adopted Budget
Revenues							
Water	\$ 4,266,524	\$ 583,807	14%	\$ 4,266,524	\$ 4,754,292	\$ 487,768	111%
Wastewater	2,891,394	244,026	8%	2,891,394	2,751,651	(139,743)	95%
Solid Waste	1,683,700	136,071	8%	1,683,700	1,649,818	(33,882)	98%
All Other	90,500	66,026	73%	90,500	463,451	372,951	512%
Total Revenues	8,932,118	1,029,930	12%	8,932,118	9,619,213	687,095	108%
Expenses							
Salary & Benefits	1,854,594	114,028	6%	1,854,594	1,592,579	(262,015)	86%
Purchased Services	1,491,676	216,252	14%	1,491,676	1,715,530	223,854	115%
Supplies	2,737,081	574,099	21%	2,737,081	2,720,456	(16,625)	99%
Other Expenses and Transfers	2,865,436	239,219	8%	2,865,436	2,866,970	1,534	100%
Capital Purchases	42,000	-	0%	42,000	-	(42,000)	0%
Non-Payroll Disaster Related	-	22,570	n/a	-	213,508	213,508	n/a
Total Expenses	8,990,787	1,166,168	13%	8,990,787	9,109,043	118,256	101%
Net Revenues/(Expenses)	\$ (58,669)	\$ (136,238)		\$ (58,669)	\$ 510,170	\$ 568,839	
	Bugeted	Actual					
Working Capital 9/30/17	\$ 669,399	\$ 1,372,449					
FY 2018 Revenues	8,932,118	9,619,213					
FY 2018 Expenditures	8,990,787	9,109,043					
Ending Working Capital	\$ 610,730	\$ 1,882,619					
30 Day Fund Balance	\$ 563,613	563,613					
(Includes only operating budget)							

City of Bellaire
Debt Service Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	September		Year-to-Date			
		Actual	% of Adopted Budget	Allocated Budget	Actual	Over/(Under) Allocated Budget	% of Adopted Budget
Revenues							
Property Taxes	\$ 7,228,885	\$ 9,032	0%	\$ 7,228,885	\$ 7,199,112	\$ (29,773)	100%
Investment Earnings	5,000	547	11%	5,000	8,620	3,620	172%
Transfers from Enterprise Fund	1,750,436	145,870	8%	1,750,436	1,750,436	-	100%
Total Revenues	8,984,321	155,449	2%	8,984,321	8,958,168	(26,153)	100%
Expenses							
Principal Payments	4,920,000	-	0%	4,920,000	4,920,000	-	100%
Interest Payments	4,050,841	-	0%	4,050,841	3,965,265	(85,576)	98%
Other	13,500	345	3%	13,500	6,490	(7,010)	48%
Total Expenses	8,984,341	345	0%	8,984,341	8,891,755	(92,586)	99%
Net Revenues/(Expenses)	\$ (20)	\$ 155,104		\$ (20)	\$ 66,413	\$ 66,433	
	Bugeted	Actual					
Unassigned Fund Balance 9/30/17	\$ 557,371	\$ 470,766					
FY 2018 Revenues	8,984,321	8,958,168					
FY 2018 Expenditures	8,984,341	8,891,755					
Ending Unassigned Fund Balance	\$ 557,351	\$ 537,179					

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Vehicle and Equipment Replacement Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	September Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
Transfers - General Fund	\$ 450,500	\$ -	\$ -	\$ 450,500	\$ 29,750	\$ 357,000	n/a	\$ 93,500
Transfers - Enterprise Fund	357,000	-	-	357,000	37,542	450,500	n/a	(93,500)
Transfers - Special Revenue Fund	-	-	9,000	9,000	-	9,000	n/a	-
Insurance Reimbursements	-	-	-	-	30,231	59,086	n/a	(59,086)
Total Revenues	807,500	-	9,000	816,500	97,523	875,586	n/a	(59,086)
Expenditures								
Information Technology	194,900	-	-	194,900	137,123	164,753	-	30,147
Development Services	-	-	-	-	-	310	-	(310)
Fire	98,900	712,721	-	811,621	38,802	805,658	-	5,963
Police	320,000	-	250	320,250	24,467	154,760	141,945	23,545
Parks & Recreation	27,500	-	-	27,500	-	82,809	-	(55,309)
Public Works - General Fund	-	-	17,515	17,515	-	100,752	-	(83,237)
Public Works - Enterprise Fund	290,000	238,087	11,632	539,719	-	334,669	797	204,253
Total Expenditures/Encumbrances	931,300	950,808	29,397	1,911,505	200,392	1,643,711	142,742	125,052
Net Revenues/(Expenditures)	\$ (123,800)	\$ (950,808)	\$ (20,397)	\$ (1,095,005)	\$ (102,869)	\$ (768,126)	n/a	\$ (184,137)

(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 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	<u>\$ 1,245,301</u>

City of Bellaire
Capital Improvement Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	September Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
General Fund Transfer	\$ 42,426	\$ -	\$ -	\$ 42,426	\$ 3,536	\$ 42,426	n/a	\$ -
Enterprise Fund Transfer	120,000	-	-	120,000	10,000	120,000	n/a	-
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	169,926	n/a	2,250
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	-	-	267,829	36,975
FY 2017 City Hall/Civic Center Construction	-	-	290,506	290,506	-	-	252,684	37,822
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	450	4,950	2,298	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	-	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	272,414	751,545	527,685	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	272,864	1,339,224	1,202,623	1,269,376
FY 2015 City Wide SCADA System	-	293,160	-	293,160	5,300	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	31,194	-	43,806
Total Enterprise Project Expenditures	360,000	746,376	-	1,106,376	36,494	50,739	-	1,055,637
Total Expenditures/Encumbrances	635,000	3,359,746	922,853	4,917,599	309,358	1,389,963	1,202,623	2,325,013
Net Revenues/(Expenditures)	\$ (472,574)	\$ (3,359,746)	\$ (913,103)	\$ (4,745,423)	\$ (295,823)	\$ (1,220,037)	n/a	\$ (2,322,763)

(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 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	<u>\$ 194,924</u>

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Capital Bond Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	Budget Adjustments	FY 2018 Revised Budget	September Actual	YTD Actual	Encumbrance	Budget Balance
Revenues								
Interest	\$ -	\$ -	\$ -	\$ -	\$ 50,992	\$ 556,905	n/a	\$ (556,905)
Bonds Proceeds	12,500,000	-	-	12,500,000	11,688,532	11,688,532	n/a	811,468
Total Revenues	12,500,000	-	-	12,500,000	11,739,525	12,245,437	n/a	254,563
Non-Project Expenditures								
Bond Issuance Costs	-	-	-	-	175,073	184,573	-	(184,573)
Bond Expenditures	-	-	-	-	-	-	-	-
Total Non-Project Expenditures	-	-	-	-	175,073	184,573	-	(184,573)
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	92,555	558,610	4,966,436	8,310,988
FY 2017 Police/Courts Construction	-	8,448,062	-	8,448,062	933,849	6,843,195	1,553,274	51,594
FY 2017 City Hall/Civic Center Construction	-	7,167,561	-	7,167,561	715,810	5,976,611	1,189,714	1,237
FY 2017 Transition - New City Hall/Police/Municipal Court	-	203,620	-	203,620	35,707	117,597	63,804	22,219
FY 2013 Design - New City Hall/Police/Municipal Court	-	193,907	-	193,907	17,585	99,777	93,970	160
FY 2015 Evelyn's Park	-	-	-	-	-	-	140	(140)
FY 2017/18 Sidewalks	1,000,000	1,907,680	-	2,907,680	35,891	182,387	174,965	2,550,328
FY 2017/18 Water Line Improvements	4,500,000	3,258,116	-	7,758,116	346,195	740,982	1,782,981	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	630	116,173	200,877	262,951
Total Project Expenditures	12,500,000	34,953,040	-	47,453,040	2,178,222	20,440,012	10,540,333	16,472,695
Total Expenditures/Encumbrances	12,500,000	34,953,040	-	47,453,040	2,353,295	20,624,585	10,540,333	16,288,122
Net Revenues/(Expenditures)	\$ -	\$ (34,953,040)	\$ -	\$ (34,953,040)	\$ 9,386,230	\$ (8,379,148)	n/a	\$ (16,033,559)

(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 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	<u>\$ -</u>

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Metro Fund
Revenues and Expenditures (Unaudited)
Fiscal Year-to-Date as of September 2018

	FY 2018 Adopted Budget	Budget Carry-Over (a)	FY 2018 Revised Budget	September Actual	YTD Actual	Encumbrance	Budget Balance
Revenues							
Metro Sales Tax	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 107,919	\$ 1,178,766	n/a	\$ (178,766)
Interest	-	-	-	3,264	29,484	n/a	(29,484)
Total Revenues	1,000,000	-	1,000,000	111,183	1,208,250	n/a	(208,250)
Project Expenditures							
Street Striping Program	-	15,953	15,953	-	-	224	15,729
FY 2017 Street Pavement Mgt Program	-	739,299	739,299	219,759	675,749	63,550	-
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	219,759	675,749	476,373	1,204,028
Net Revenues/(Expenditures)	\$ (300,000)	\$ (1,056,150)	\$ (1,356,150)	\$ (108,575)	\$ 532,501	n/a	\$ (1,412,278)

(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 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	<u>\$ 8,000</u>

City of Bellaire
Summary of Current Property Tax Collections
FY 2015 - FY 2018
September 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				<u>\$ 20,084,169</u>
% of Budget				99.12%
% of Total Levy				100.09%
FY 2018 Budget - Total Tax Revenue				<u>\$ 20,261,531</u>
2017 Tax Year Taxable Value - Certified Appraisal Roll*				<u>\$ 4,570,121,110</u>
2017 Tax Year - Under Protest or not Certified*				<u>254,576,183</u>
Total 2017 Tax Year				<u>4,824,697,293</u>
Total Levy at \$0.4159 / \$100 =				<u>\$ 20,065,916</u>

Ten Largest Property Taxpayers in City of Bellaire (Tax Year 2017) *

		<u>Taxable Value</u>
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
		<u>\$ 354,863,454</u>
Tax Levy @ \$0.4159 / \$100		<u>\$ 1,475,877</u>
% of Total Levy		7.36%

* Source: Harris County Tax Assessor-Collector

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Housing Information
FY 2018
September 2018

	<u>Sep-17</u>	<u>Mar-18</u>	<u>Sep-18</u>
<u>Houses, Townhomes & Vacant Lots for Sale *</u>			
<u>Price Range</u>			
\$ 0 - \$ 250,000	1	-	-
\$ 250,001 - \$ 500,000	46	69	66
\$ 500,001 - \$ 750,000	33	35	43
\$ 750,001 - \$ 1,000,000	22	35	31
> \$ 1,000,000	77	94	86
Total Units For Sale *	179	233	226
 Total HCAD Residential Units/Lots **	 6,199	 6,210	 6,210
 For Sale as a % of Total Units	 2.89%	 3.75%	 3.64%
 Highest Listing Price - Home	 \$ 3,075,000	 \$ 3,388,000	 \$ 3,678,000
Lowest Listing Price - TH/Lot	\$ 224,900	\$ 254,900	\$ 270,000
 <u>Houses for Lease *</u>	 29	 55	 58
Highest Lease/Month	\$ 7,100	\$ 15,000	\$ 28,500
Lowest Lease/Month	\$ 1,595	\$ 1,525	\$ 1,495
 <u>Foreclosure History as of end of Quarter Reported by RealtyTrac</u>			
	<u>Auction</u>	<u>Bank Owned</u>	
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	
At Quarter End 09-30-18	5	1	
 <u>New Residential Construction</u>			
<u>Fiscal Year</u>	<u>New Units</u>	<u>Construction Cost****</u>	
		<u>Construction</u>	<u>Avg/Unit</u>
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		110 \$ 62,397,992	\$ 567,254
 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: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Summary of Sales and Mixed Beverage Tax
FY 2016 - FY 2018
September 2018

<u>Payment</u>					
<u>Month</u>	<u>Period</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	
<u>Sales Tax</u>					
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	215,839	
Sub-Total		\$ 2,420,809	\$ 2,222,707	\$ 2,357,532	
<u>Mixed Beverage</u>					
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	\$ 2,389,156	

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Summary of Franchise Fees
FY2016 - FY 2018
September 2018

		<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>
Electric	YTD	\$ 823,825	\$ 823,888	\$ 820,180
	Total	823,825	823,888	820,180
Gas	YTD	90,762	128,135	192,334
	Total	90,762	128,135	192,334
Telephone	YTD	115,362	103,487	98,018
	Total	115,362	103,487	98,018
Cable /PEG	YTD	400,666	383,314	332,770
	Total	400,666	383,314	332,770
All	YTD	<u>\$ 1,430,616</u>	<u>\$ 1,438,824</u>	<u>\$ 1,443,302</u>
	Total	<u>\$ 1,430,616</u>	<u>\$ 1,438,824</u>	n/a

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Summary of Purchase Orders
FY 2018
September 2018

	Oct-17		Nov-17		Dec-17		1st Qtr	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
<u>Total Purchase Orders</u>	306	\$ 1,350,257	213	\$ 4,297,841	194	\$ 4,210,089	713	\$ 9,858,188
<u>PO for \$5,000 - \$50,000</u>	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	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
<u>Total Purchase Orders</u>	207	\$ 367,385	224	\$ 1,430,951	216	\$ 1,771,613	647	\$ 3,569,949
<u>PO for \$5,000 - \$50,000</u>	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	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
<u>Total Purchase Orders</u>	209	\$ 2,836,661	224	\$ 533,467	161	\$ 901,109	594	\$ 4,271,237
<u>PO for \$5,000 - \$50,000</u>	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	
	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>	<u>Issued</u>	<u>Amount</u>
<u>Total Purchase Orders</u>	196	\$ 418,295	312	\$ 1,794,354	183	\$ 676,172	691	\$ 2,888,821
<u>PO for \$5,000 - \$50,000</u>	10	\$ 108,215	31	\$ 468,876	16	\$ 244,771	57	\$ 821,863
% of Total Purchase Orders	5.10%	25.87%	9.94%	26.13%	8.74%	36.20%	8.25%	28.45%
\$ 5,000 - \$ 25,000	10	\$ 108,215	27	\$ 308,739	14	\$ 146,518	51	\$ 563,472
\$ 25,001 - \$ 50,000	-	\$ -	4	\$ 160,138	2	\$ 98,253	6	\$ 258,390

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

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

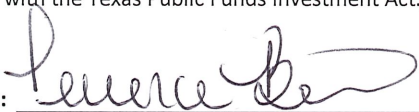
City of Bellaire

Quarterly Investment Report

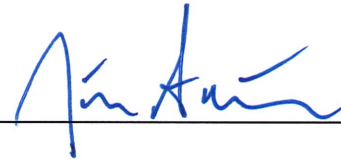
September 30, 2018

To the best of our knowledge, this report is in compliance with the investment strategy expressed in Chapter 2, Administration, Section 2-10, Investment Policy of the Code of Ordinances of the City of Bellaire, Texas and with the Texas Public Funds Investment Act., V.T.C.A., Government Code Ch. 2256, as amended.

CHIEF FINANCIAL OFFICER:



ASSISTANT DIRECTOR OF FINANCE:



City of Bellaire
Investment Report Introduction
As of September 30, 2018

CHART 1

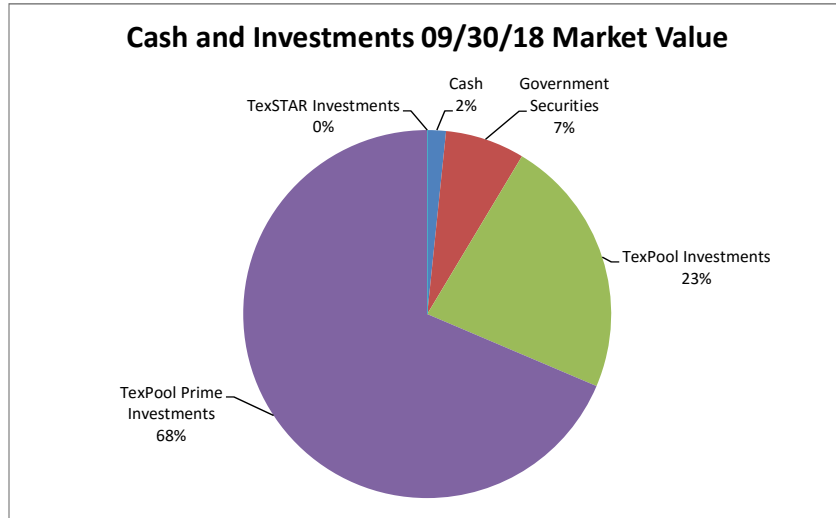


CHART 2

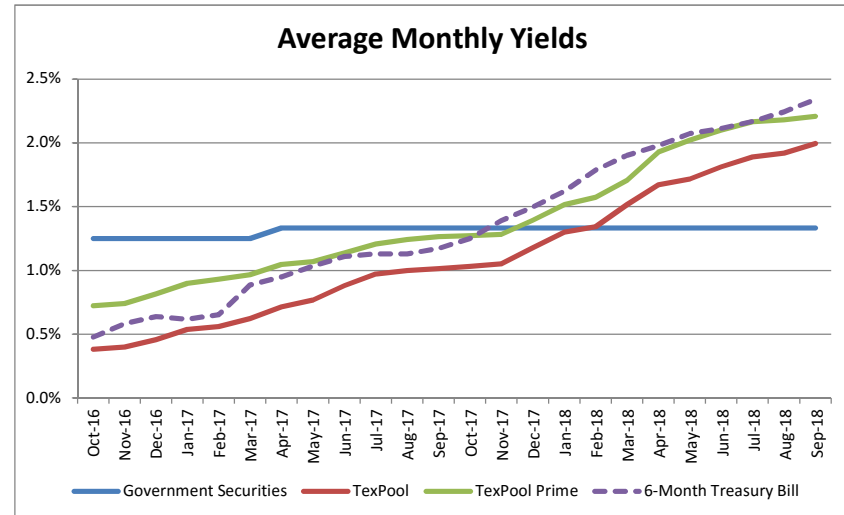


CHART 3

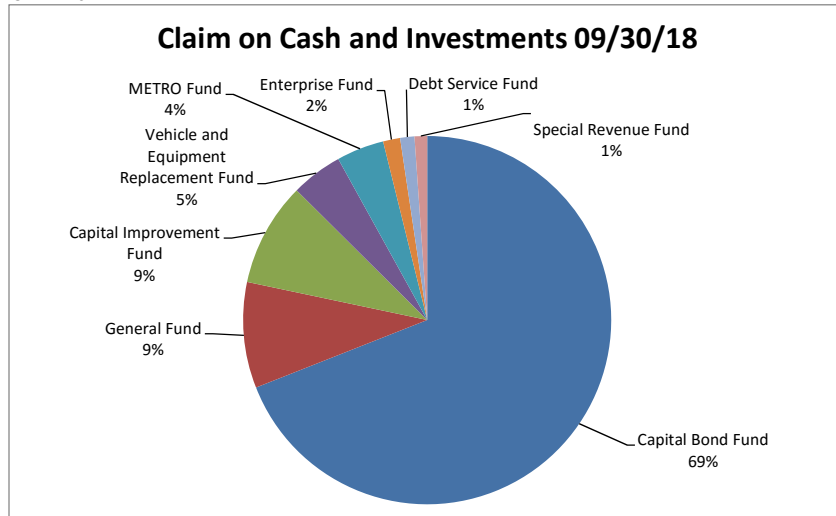


CHART 4

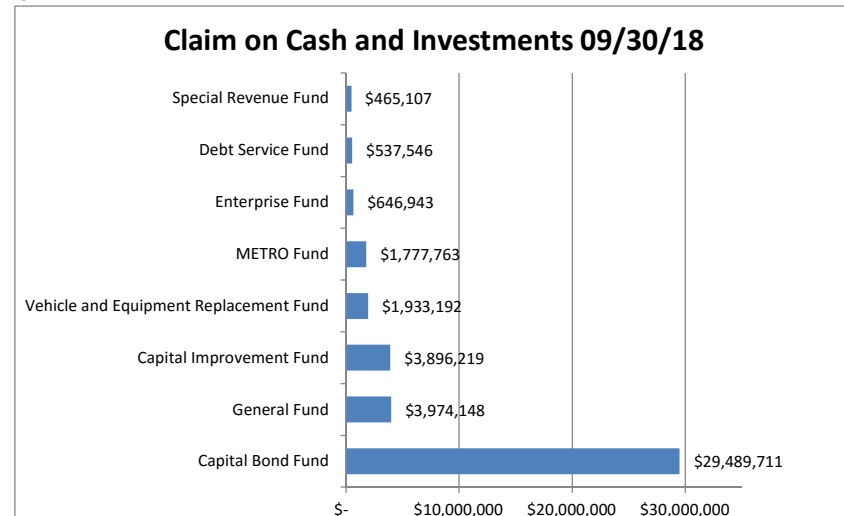


CHART 1 - As illustrated in Chart 1, the vast majority (91%) of the City's investable funds are currently held in government investment pools. These are essentially variable rate investments with yields that increase or decrease with market rates.

CHART 2 - Chart 2 illustrates the two-year performance of the City's three (3) main types of investments (government securities, TexPool funds, and TexPool Prime funds) as compared to yields on the 6-month treasury bill as a benchmark. The government securities the City holds are fixed rate and used to out-perform the benchmark. Given the rising interest rate environment, the City has recently kept the vast majority of its investments in variable rate government investment pools.

CHART 3 and CHART 4 - These two charts illustrate the relative cash and investment balances of each fund. Chart 4 also illustrates the actual balances. Not surprisingly, the Capital Bond Fund has the largest balance.

City of Bellaire
Summary Investment Report
Fiscal Year 2018 through September 30, 2018

Account	Date			Rate/	Purchase	Purchase	Market	Face	Book	Market	Interest	Beginning Values @ 10/01/17	
Description	Purchase	First Call	Maturity	Coupon	Yield	Price	Price	Amount	Value	Value	Accrued	Book Value	Market Value
Amegy Bank of Texas													
Concentration Account	09/30/18	n/a	10/01/18	0.0000%	0.0000%	\$ -	\$ -	\$ 703,620	\$ 703,620	\$ 703,620	\$ -	\$ 4,878,859	\$ 4,878,859
Sub-total								703,620	703,620	703,620	-	4,878,859	4,878,859
Government Securities													
FFCB 3133EFV38	03/29/16	03/29/17	03/29/19	1.2500%	1.2500%	100.000	99.385	1,000,000	1,000,000	993,846	12,500	1,000,000	995,193
FNMA 3136G4AP8	09/30/16	03/30/17	09/30/19	1.2500%	1.2500%	100.000	98.630	1,000,000	1,000,000	986,297	12,500	1,000,000	990,533
FHLMC 3134GA7A6	03/28/17	09/09/18	09/09/19	1.5000%	1.5000%	100.000	98.955	1,000,000	1,000,000	989,548	15,000	1,000,000	997,315
Sub-total								3,000,000	3,000,000	2,969,691	40,000	3,000,000	2,983,041
TexPool Investments													
Concentration Account	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	1,352,776	1,352,776	1,352,776	17,907	236,783	236,783
METRO Account	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	360,391	360,391	360,391	6,439	410,023	410,023
G.O. Bonds, Series 2014	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	54,202	54,202	54,202	838	55,614	55,614
G.O. Bonds, Series 2015	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	259,981	259,981	259,981	4,988	356,022	356,022
GOB 2017 New Municipal Buildings	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	1,301,342	1,301,342	1,301,342	42,932	4,303,061	4,303,061
GOB 2017 Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	257,384	257,384	257,384	11,432	2,085,163	2,085,163
GOB 2017 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	315,561	315,561	315,561	5,390	493,963	493,963
GOB 2017A Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	911,033	911,033	911,033	13,857	895,300	895,300
GOB 2017A Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	2,035,827	2,035,827	2,035,827	30,966	2,000,671	2,000,671
GOB 2018 Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	876,044	876,044	876,044	252	-	-
GOB 2018 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	1.9953%	100.000	100.000	2,002,386	2,002,386	2,002,386	575	-	-
Sub-total								9,726,927	9,726,927	9,726,927	135,575	10,836,601	10,836,601
TexPool Prime Investments													
Concentration Account	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	3,734,568	3,734,568	3,734,568	38,871	500,816	500,816
METRO Account	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	1,513,014	1,513,014	1,513,014	23,045	1,230,789	1,230,789
G.O. Bonds, Series 2014	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	162,612	162,612	162,612	2,949	166,644	166,644
G.O. Bonds, Series 2015	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	779,963	779,963	779,963	16,854	1,068,653	1,068,653
GOB 2017 New Municipal Buildings	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	3,904,120	3,904,120	3,904,120	16,785	12,910,075	12,910,075
GOB 2017 Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	772,170	772,170	772,170	2,831	6,256,016	6,256,016
GOB 2017 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	946,709	946,709	946,709	1,929	1,481,895	1,481,895
GOB 2017A Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	2,733,166	2,733,166	2,733,166	48,179	2,686,862	2,686,862
GOB 2017A Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	6,107,633	6,107,633	6,107,633	107,662	6,004,161	6,004,161
GOB 2018 Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	2,628,197	2,628,197	2,628,197	3,989	-	-
GOB 2018 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	2.2086%	100.000	100.000	6,007,306	6,007,306	6,007,306	9,117	-	-
Sub-total								29,289,457	29,289,457	29,289,457	272,210	32,305,912	32,305,912
TexSTAR Investments													
Concentration Account	09/30/18	n/a	10/01/18	1.9995%	1.9995%	100.000	100.000	626	626	626	28,797	2,341,850	2,341,850
Sub-total								626	626	626	28,797	2,341,850	2,341,850
Total								\$ 42,720,630	\$ 42,720,630	\$ 42,690,321	\$ 476,581	\$ 53,363,221	\$ 53,346,262
Amegy Bank Earnings Credit Rate:				1.1000%				Year-to-date Bank Fee Offset				\$ 47,423	
Weighted Average Yield:				1.8691%									
Comparative Yields:													
				3-month Treasury Bill				2.1900%					
				6-month Treasury Bill				2.3600%					
				2-year Treasury Note				2.8100%					

City of Bellaire
Investment Activity Report
Fiscal Year 2018 through September 30, 2018

Account Description	Date			Rate/ Coupon	Face Amount	Beginning Values		Fiscal Year-To-Date Activity			Ending Values	
	Purchase	First Call	Maturity			10/01/17 Book Value	10/01/17 Market Value	Deposits/ Purchases	Withdrawals/ Maturities/Calls	Incr/(Decr) Market Value	09/30/18 Book Value	09/30/18 Market Value
Amegy Bank of Texas												
Concentration Account	09/30/18	n/a	10/01/18	0.0000%	\$ 703,620	\$ 4,878,859	\$ 4,878,859	\$ 70,871,719	\$ 75,046,958	\$ -	\$ 703,620	\$ 703,620
Sub-total					703,620	4,878,859	4,878,859	70,871,719	75,046,958	-	703,620	703,620
Government Securities												
FFCB 3133EFV38	03/29/16	03/29/17	03/29/19	1.2500%	1,000,000	1,000,000	995,193	-	-	(1,347)	1,000,000	993,846
FNMA 3136G4AP8	09/30/16	03/30/17	09/30/19	1.2500%	1,000,000	1,000,000	990,533	-	-	(4,236)	1,000,000	986,297
FHLMC 3134GA7A6	03/28/17	09/09/18	09/09/19	1.5000%	1,000,000	1,000,000	997,315	-	-	(7,767)	1,000,000	989,548
Sub-total					3,000,000	3,000,000	2,983,041	-	-	(13,350)	3,000,000	2,969,691
TexPool Investments												
Concentration Account	09/30/18	n/a	10/01/18	1.9953%	1,352,776	236,783	236,783	19,126,017	18,010,023	-	1,352,776	1,352,776
METRO Account	09/30/18	n/a	10/01/18	1.9953%	360,391	410,023	410,023	1,110,608	1,160,240	-	360,391	360,391
G.O. Bonds, Series 2014	09/30/18	n/a	10/01/18	1.9953%	54,202	55,614	55,614	7,845	9,257	-	54,202	54,202
G.O. Bonds, Series 2015	09/30/18	n/a	10/01/18	1.9953%	259,981	356,022	356,022	5,546	101,587	-	259,981	259,981
GOB 2017 New Municipal Buildings	09/30/18	n/a	10/01/18	1.9953%	1,301,342	4,303,061	4,303,061	3,321,817	6,323,536	-	1,301,342	1,301,342
GOB 2017 Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	257,384	2,085,163	2,085,163	2,129,986	3,957,765	-	257,384	257,384
GOB 2017 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	315,561	493,963	493,963	310,824	489,225	-	315,561	315,561
GOB 2017A Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	911,033	895,300	895,300	15,732	-	-	911,033	911,033
GOB 2017A Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	2,035,827	2,000,671	2,000,671	35,156	-	-	2,035,827	2,035,827
GOB 2018 Water/Wastewater Improv	09/30/18	n/a	10/01/18	1.9953%	876,044	-	-	876,044	-	-	876,044	876,044
GOB 2018 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	1.9953%	2,002,386	-	-	2,002,386	-	-	2,002,386	2,002,386
Sub-total					9,726,927	10,836,601	10,836,601	28,941,959	30,051,633	-	9,726,927	9,726,927
TexPool Prime Investments												
Concentration Account	09/30/18	n/a	10/01/18	2.2086%	3,734,568	500,816	500,816	32,799,557	29,565,805	-	3,734,568	3,734,568
METRO Account	09/30/18	n/a	10/01/18	2.2086%	1,513,014	1,230,789	1,230,789	984,577	702,352	-	1,513,014	1,513,014
G.O. Bonds, Series 2014	09/30/18	n/a	10/01/18	2.2086%	162,612	166,644	166,644	2,976	7,007	-	162,612	162,612
G.O. Bonds, Series 2015	09/30/18	n/a	10/01/18	2.2086%	779,963	1,068,653	1,068,653	297,060	585,750	-	779,963	779,963
GOB 2017 New Municipal Buildings	09/30/18	n/a	10/01/18	2.2086%	3,904,120	12,910,075	12,910,075	2,233,257	11,239,212	-	3,904,120	3,904,120
GOB 2017 Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	772,170	6,256,016	6,256,016	1,167,536	6,651,382	-	772,170	772,170
GOB 2017 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	946,709	1,481,895	1,481,895	71,730	606,916	-	946,709	946,709
GOB 2017A Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	2,733,166	2,686,862	2,686,862	48,179	1,875	-	2,733,166	2,733,166
GOB 2017A Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	6,107,633	6,004,161	6,004,161	107,662	4,190	-	6,107,633	6,107,633
GOB 2018 Water/Wastewater Improv	09/30/18	n/a	10/01/18	2.2086%	2,628,197	-	-	3,503,989	875,792	-	2,628,197	2,628,197
GOB 2018 Streets/Drainage/Sidewalks	09/30/18	n/a	10/01/18	2.2086%	6,007,306	-	-	8,009,117	2,001,811	-	6,007,306	6,007,306
Sub-total					29,289,457	32,305,912	32,305,912	49,225,638	52,242,093	-	29,289,457	29,289,457
TexSTAR Investments												
Concentration Account	09/30/18	n/a	10/01/18	1.9995%	626	2,341,850	2,341,850	28,797	2,370,020	-	626	626
Sub-total					626	2,341,850	2,341,850	28,797	2,370,020	-	626	626
Total					\$ 42,720,630	\$ 53,363,221	\$ 53,346,262	\$ 149,068,114	\$ 159,710,705	\$ (13,350)	\$ 42,720,630	\$ 42,690,321

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

City of Bellaire
Investment Supplementary Report
As of September 30, 2018

GASB 31 Market Reserve				
Account Description	Maturity	Book Value	GASB 31 Market Reserve	Market Value
<u>Amegy Bank of Texas</u>				
Concentration Account	10/01/18	\$ 703,620	\$ -	\$ 703,620
Sub-total		703,620	-	703,620
<u>Government Securities</u>				
FFCB 3133EFV38	03/29/19	1,000,000	(6,154)	993,846
FNMA 3136G4AP8	09/30/19	1,000,000	(13,703)	986,297
FHLMC 3134GA7A6	09/09/19	1,000,000	(10,452)	989,548
Sub-total		3,000,000	(30,309)	2,969,691
<u>TexPool Investments</u>				
Concentration Account	10/01/18	1,352,776	-	1,352,776
METRO Account	10/01/18	360,391	-	360,391
G.O. Bonds, Series 2014	10/01/18	54,202	-	54,202
G.O. Bonds, Series 2015	10/01/18	259,981	-	259,981
GOB 2017 New Municipal Buildings	10/01/18	1,301,342	-	1,301,342
GOB 2017 Water/Wastewater Improv	10/01/18	257,384	-	257,384
GOB 2017 Streets/Drainage/Sidewalks	10/01/18	315,561	-	315,561
GOB 2017A Water/Wastewater Improv	10/01/18	911,033	-	911,033
GOB 2017A Streets/Drainage/Sidewalks	10/01/18	2,035,827	-	2,035,827
GOB 2018 Water/Wastewater Improv	10/01/18	876,044	-	876,044
GOB 2018 Streets/Drainage/Sidewalks	10/01/18	2,002,386	-	2,002,386
Sub-total		9,726,927	-	9,726,927
<u>TexPool Prime Investments</u>				
Concentration Account	10/01/18	3,734,568	-	3,734,568
METRO Account	10/01/18	1,513,014	-	1,513,014
G.O. Bonds, Series 2014	10/01/18	162,612	-	162,612
G.O. Bonds, Series 2015	10/01/18	779,963	-	779,963
GOB 2017 New Municipal Buildings	10/01/18	3,904,120	-	3,904,120
GOB 2017 Water/Wastewater Improv	10/01/18	772,170	-	772,170
GOB 2017 Streets/Drainage/Sidewalks	10/01/18	946,709	-	946,709
GOB 2017A Water/Wastewater Improv	10/01/18	2,733,166	-	2,733,166
GOB 2017A Streets/Drainage/Sidewalks	10/01/18	6,107,633	-	6,107,633
GOB 2018 Water/Wastewater Improv	10/01/18	2,628,197	-	2,628,197
GOB 2018 Streets/Drainage/Sidewalks	10/01/18	6,007,306	-	6,007,306
Sub-total		29,289,457	-	29,289,457
<u>TexSTAR Investments</u>				
Concentration Account	10/01/18	626	-	626
Sub-total		626	-	626
Total		\$ 42,720,630	\$ (30,309)	\$ 42,690,321

Claim on Cash by Fund	
Fund Classifications	09/30/18 Balance
<u>Governmental Funds</u>	
100 - General Fund	\$ 3,974,148
200 - Special Revenue Fund	465,107
300 - Debt Service Fund	537,546
600 - VET Fund	1,933,192
610 - CIP Fund	3,896,219
620 - CIP Bond Fund	29,489,711
630 - METRO Fund	1,777,763
Total Governmental Funds	42,073,687
<u>Proprietary Funds</u>	
500 - Enterprise Fund	646,943
Total Proprietary Funds	646,943
Total	<u>\$ 42,720,630</u>

Quarterly Reporting of Donations Approved by City Manager as per Ordinance 14-09
Donations Approved During Quarter Ended September 30, 2018

Date	Donor	Designation	Value
Library - Donations			
07/26/18	Lois O'Connor	Funds will be used for books - in memory of Billie Schreiber from her Book Club Firends.	\$ 310
08/13/18	Gene Bering	Funds will be used for books - in memory of Eden Quick.	50
09/10/18	Ed Millis	Funds will be used for books - in memory of Guri Sloat.	100
09/10/18	Jane McNeel	Funds will be used for books - in memory of Guri Sloat.	50
09/10/18	Sharon Tyler	Funds will be used for books - in memory of Guri Sloat.	50
09/10/18	Shirley Sloat	Funds will be used for books - in memory of Guri Sloat.	150
09/12/18	Susan Speert	Funds will be used for books - in memory of Guri Sloat.	50
09/27/18	Bellaire Young Mothers	Funds will be used to support children's programming and children's reading materials.	800
			<hr/> \$ 1,560 <hr/>

Attachment: FY 2018 4th Quarter Report (2646 : FY 2018 4th Quarter Report)

Mayor and Council

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



Meeting: 11/19/18 07:00 PM
Department: Police Department
Category: Presentation
Department Head: Byron Holloway
DOC ID: 2743

SCHEDULED**ACTION ITEM (ID # 2743)**

Item Title:

Presentation of funds raised by the Bellaire Business Association in August of 2018 for the benefit of the Bellaire Police and Fire Foundation - Presented by Patti Davis, Representative of the Bellaire Business Association.

Background/Summary:

Patti Davis representing the Board and Membership of the Bellaire Business Association (BBA) will present a check in the amount of \$13,000.00 to Bellaire Police and Fire Foundation's President Ryan Herbst. These funds were raised at a BBA annual after-hours event on August 16, 2018 benefiting the Bellaire Police and Fire Foundation.

The Bellaire Police and Fire Foundation mission is to enhance public safety in the City of Bellaire by promoting excellence in the Police and Fire Department. The Bellaire Business Association mission is to promote local businesses, provide professional networking opportunities, and to foster economic development.

Previous Council Action Summary:

A similar presentation has been made before council in previous years

Fiscal Impact:

None

City Attorney Review:

N/A

Recommendation:

Police Chief Holloway and Fire Chief Tittle recommend presentation.

Mayor and Council

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



Meeting: 11/19/18 07:00 PM
Department: City Clerk
Category: Report
Department Head: Tracy L. Dutton
DOC ID: 2748

SCHEDULED**ACTION ITEM (ID # 2748)****Item Title:**

Report of the special committee appointed by the City Council in furtherance of a periodic review of City of Bellaire boards and commissions pursuant to Section 2-92(b) of the Code of Ordinances of the City of Bellaire, Texas; and consideration of and possible action on the special committee's recommendations - Submitted by the special committee: Andrew S. Friedberg, Mayor, and Michael Fife and David R. Montague, Council Members.

Background/Summary:

On June 18, 2018, the City Council initiated a periodic review of City of Bellaire boards and commissions pursuant to Section 2-92(b) of the Code of Ordinances, which provides as follows:

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.

The City Council first solicited input from the boards and commissions themselves, with discussion items at board and commission meetings in July and August. Each Council Liaison then presented that feedback in a Council workshop on October 1.

Later that same evening, the City Council appointed a special committee to conduct a further review, including at least one public meeting with an opportunity for public input, and then report back with any recommendations.

The special committee met on October 29 for approximately 1-1/2 hours. It received and discussed public comment, as well as the input of the boards and commissions, and now submits its report and

recommendations.

Previous Council Action Summary:

See Background/Summary above.

Fiscal Impact:

N/A

Recommendation:

The special committee recommends favorable action on the report, by directing the City Manager to prepare one or more ordinances for adoption, and to take any other actions necessary, to effectuate the recommendations set forth in the report.

ATTACHMENTS:

- Review Committee Report and Recommendations to City Council - November 19 2018 (PDF)

City of Bellaire

Board and Commission Review Committee

Michael Fife, Council Member
Andrew S. Friedberg, Mayor
David R. Montague, Council Member

REPORT AND RECOMMENDATIONS TO CITY COUNCIL November 19, 2018

On June 18, 2018, the City Council initiated a periodic review of City of Bellaire boards and commissions pursuant to Section 2-92(b) of the Code of Ordinances. The Council first solicited input from the boards and commissions themselves, which was then presented by each Council Liaison in a workshop held October 1. Later that same evening, the Council appointed this special committee to conduct a further review, including at least one public meeting with an opportunity for public input, and then report back with any recommendations. The Committee met on October 29 for approximately 1-1/2 hours. It received and discussed public comment, as well as the input of the boards and commissions, and now offers its recommendations.

The Committee recommends that City Council:

1. With respect to the

- Audit Finance Board;¹
- Board of Adjustment;
- Building and Standards Commission;
- Environmental Sustainability Board;
- L.I.F.E. Advisory Board; and
- Planning and Zoning Commission;

make no changes.

2. With respect to the

- Cultural Arts Board; and
- Parks and Recreation Advisory Board;

¹ Coincidentally, the three members of the Committee are also the three Council Members currently serving on the Audit Finance Board.

adopt each of those boards' recommended changes, with some modifications.

3. Consider whether the duties and responsibilities of Council Liaisons, as set forth in the *Boards Handbook*, ought to be codified in Section 2-105, to aid Council Members and the boards in ensuring the appropriate level of support.

DISCUSSION

The Committee's (and Council's) review of boards and commissions is guided by Code Section 2-92(b):

Sec. 2-92. - Creation of new boards.²

(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.

² The term "board" refers to both boards and commissions. See Sec. 2-91 (Definition of board; statutory boards and advisory boards).

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.

Having evaluated each of the City's boards and commissions according to the considerations enumerated in Section 2-92(b), the Committee makes the following recommendations.

- 1. No changes to the Audit Finance Board, Board of Adjustment, Building and Standards Commission, Environmental Sustainability Board, L.I.F.E. Advisory Board and Planning and Zoning Commission.**
- 2. Adopt, with modifications, the changes recommended by the Cultural Arts Board and Parks and Recreation Advisory Board.**

a. Cultural Arts Board

The Cultural Arts Board offered two recommendations: (i) a name change, and (ii) revisions to its purpose and objectives as stated in Code Section 2-124.

i. Name change.

The Committee supports the Cultural Arts Board's request that its name be changed to "Culture and Arts Board."

ii. Revisions to purpose and objectives.

(a) The Committee generally supports the Board's proposed revisions to its purpose and objectives, with some modifications.³ The Committee recommends revising Code Section 2-124 as follows:

Sec. 2-124. - Culture~~Cultural~~ and arts board.

* * *

(b) Purpose. The purpose of the board is to advise the city council concerning a cultural arts program~~public art~~, including visual and

³ For comparison, the Board's proposal is attached hereto as Exhibit A.

performing arts, to enhance quality of life and related programming in the city.

* * *

(d) Duties and powers. The board shall have the following objectives:

(1) To provide the citizens of Bellaire with a cultural arts program that enhances our 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 transform and evolve the places our citizens live, work and play into more inclusive, integrated environments utilizing art, dance, music, food and fitness 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 create events that nurture our citizens' relationships with each other by learning to appreciate our cultural differences 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 foster a culture in Bellaire that establishes our city as a unique, historic, yet contemporary community surrounded by a major metropolitan city serve as a guide for future cultural arts board members.

(5) To participate in cooperative projects with city departments, other boards, and non-profits that serve the board's purpose 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 serve as a resource to city council in assessing general aspects of beautification of the city, and in investigating and recommending possible funding mechanisms for cultural arts projects when appropriate prepare and submit budgets for the development and installation of any public art projects and

~~improvements recommended by the cultural arts board to the city council.~~

~~(7) To assist the city in keeping a record of its history and artwork, while also overseeing the maintenance and accessibility thereofinvestigate and recommend to the city council possible funding mechanisms for an ongoing public arts program.~~

~~(8) To follow and update the board's master plan and be guided by it on an on-going basisparticipate in cooperative projects with city departments and boards, and nonprofit entities.~~

(b) Should the City Council adopt the foregoing revisions to Section 2-124, the Committee points out that the same changes would also need to be made to the Boards and Commissions Summary page on the city website:⁴

Culture~~Cultural~~ and Arts Board

The Culture~~Cultural~~ and Arts Board ("CAB") seeks to enhances the quality of life in Bellaire through a cultural arts program~~visual and performing arts that transforms and evolves~~ the places our citizens live, work, and play into more inclusive, integrated environments utilizing art, dance, music, food and fitness. ~~It attempts to create more welcoming and beautiful environments through the integration of artistic styles. Such created environments attempt to reflect a vibrant image of Bellaire as a contemporary and progressive city.~~ The CAB participates in cooperative projects and serves as a resource to city council in assessing general aspects of beautification of the City, and in investigating and recommending possible funding mechanisms for cultural arts projects when appropriate~~submits to the City Council recommendations for public art projects and improvements for public spaces within the City.~~

* * *

The Board shall have the following objectives:

1. To provide the citizens of Bellaire with a cultural arts program that enhances our~~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.~~

⁴ <https://www.bellairtex.gov/615/Boards-and-Commissions>

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~~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 create events that nurture our citizens' relationships with each other by learning to appreciate our cultural differences~~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 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 city departments and boards, and nonprofit entities.

6. To serve as a resource to city council in assessing general aspects of beautification of the city, and in investigating and recommending possible funding mechanisms for cultural arts projects when appropriate.

7. To assist the city in keeping a record of its history and artwork, while also overseeing the maintenance and accessibility thereof~~investigate and recommend to the City Council possible funding mechanisms for an ongoing public arts program.~~

8. To follow and update the board's master plan and be guided by it on an on-going basis.

b. Parks and Recreation Advisory Board

i. The Committee supports the Parks and Recreation Advisory Board's proposed revisions⁵ to its specific purposes as set forth on the Boards and Commissions Summary page on the city website, with only a minor modification as to word order:

The Board shall have the following specific purposes:

⁵ Attached hereto as Exhibit B.

1. Make recommendations to the City Council regarding sources of funding for parks and recreation programs, amenities, facilities, additions, and improvements;
2. Review and make advisory recommendations to the department and the City Council on existing and proposed parks and recreation programs, amenities, facilities, additions, and improvements;
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 the City Council on changes, modifications, and amendments to parks and recreation policies of the city.

ii. Should the City Council adopt the foregoing revisions to the Boards and Commissions Summary page on the city website, the Committee points out that the same changes would also need to be made to Code Section 2-121:

Sec. 2-121. - Parks and recreation advisory board.

* * *

(d) Duties and powers. The board shall have the following specific purposes:

- (1) Make recommendations to the city council regarding sources of funding for parks and recreation programs, amenities, facilities, additions, and improvements;
- (2) Review and make advisory recommendations to the department and the city council on existing and proposed parks and recreation programs, amenities, facilities, additions, and improvements;
- (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 the city council on changes, modifications, and amendments to parks and recreation policies of the city. Other functions and duties of the board shall be to:

- a. Acquaint itself with and make a continuous study and inspection of the complete parks and recreation system;
- b. Recommend and help secure a comprehensive master plan and other studies for parks and recreation for the development of parks, facilities, and recreation programs;
- c. Conduct a periodic review and update of the master plan and provide an annual report to the city council; and
- d. Perform such other duties as the city council may prescribe.

3. Consider whether the duties and responsibilities of Council Liaisons, as set forth in the *Boards Handbook*, ought to be codified in Section 2-105, to aid Council Members and the boards in ensuring the appropriate level of support.

While not strictly part of the periodic review under Section 2-92(b), some of the concerns expressed in public comment and discussed by the Committee included whether board members are offered adequate training as to their roles, feel appropriately empowered to pursue new initiatives, and the extent to which they are both informed and consulted by city departments on an ongoing basis. The Committee feels that these and similar concerns may implicate the duties and responsibilities of, and level of participation by Council Liaisons.

The Committee suggests that as a starting point, Council should consider formally codifying the more detailed description from the *Boards Handbook*⁶ in Section 2-105:

⁶ <https://www.bellairctx.gov/DocumentCenter/View/18476/Board-and-Commission-Handbook?bidId=>

Sec. 2-105. - City council liaisons to boards.

(a) The mayor shall annually appoint a member of city council to serve as the city council liaison to each board. Said appointment shall remain effective until reassignment or reappointment by the mayor.

(b) Purpose. The purpose of the council liaison is to serve as a communication link with the city council. Council liaisons will be available during board meetings to answer questions regarding current council policies and goals, and to ensure that reports, recommendations and requests to city council are scheduled for council agendas.

(c) Duties and responsibilities. The duties and responsibilities of council liaisons are to:

- (1) Strive to attend all assigned board meetings;
- (2) Participate in special activities, workshops and events of the assigned board;
- (3) Monitor the involvement of the assigned board members and inform them of relevant educational seminars;
- (4) Advise board members on city council goals and objectives as they develop throughout the year;
- (5) Provide status reports from the assigned board to the city council as a whole; and
- (6) Listen to board proceedings but not dominate, lead or direct board action.

CONCLUSION

The Committee unanimously makes the recommendations set forth above, and expresses its appreciation to those citizens and board members who provided their input, to City Clerk Tracy Dutton for her administrative support, and to the City Council for its consideration.

M.F.
A.S.F.
D.R.M.

Exhibit A

Cultural Arts Board's Proposed Revisions

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.

Exhibit B

**Parks and Recreation Advisory Board's
Proposed Revisions**

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.