CITY COUNCIL MEETING MINUTES
MONDAY, AUGUST 26, 2013

The City Council of the City of Bellaire, Texas, met in Special Session on Monday, August 26, 2013, in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401, for the following purpose(s):

A. CALL TO ORDER – Mayor Philip L. Nauert.

Mayor Philip L. Nauert called the City Council of the City of Bellaire, Texas, to order at approximately 6:02 p.m. on Monday, August 26, 2013.

B. ANNOUNCEMENT OF A QUORUM – Mayor Philip L. Nauert.

Mayor Philip L. Nauert announced that a quorum was present consisting of himself and all members of City Council as follows: Mayor Pro Tem Amanda B. Nathan, Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg. City Manager Bernard M. Satterwhite, Jr., Assistant City Manager Diane K. White, and City Clerk Tracy L. Dutton were also present.

C. DISCUSSION and possible action regarding various items within the proposed budget for the City of Bellaire, Texas, for the fiscal year beginning October 1, 2013, and ending September 30, 2014 (fiscal year 2014), including input received from citizens and/or other interested parties during the public hearing on the fiscal year 2014 budget held on August 19, 2013 – Members of City Council and City Staff.

Mayor Philip L. Nauert began the above-referenced discussion item by noting that a public hearing had been held on the fiscal year 2014 budget on August 19, 2013. At the conclusion of the public hearing, it was noted that City Council’s Rules of Procedure, 2012-2014, did not allow oral comments after the close of the public hearing, but City Council could accept written comments. He indicated that City Council had received two written comments in time to be read into the record, which he did so as follows:

Dear Mayor and City Council:

I have been trying to catch up on all the big issues under consideration by City Council. I am struck by how the small town I moved into 40 years ago that was then a “city of homes,” concerned about safety and community and
city services and quality of life—now seems to be concerned with being "upscale" and with "economic development."

I attended the budget hearing and I plan to attend Monday night’s follow-up meeting. As you finalize the 2014 budget, I strongly support a return to budgeting for safety and city services and quality of life.

I understand that there have been at least two attacks in Bellaire in the last weeks. I have driven down Newcastle and checked out the skimpy lighting along the walking/jogging trail. As you finalize the budget, I urge you to add funding for additional safety lighting along the Newcastle trail. I hope you will conduct a study and add lighting and/or police patrols in other potentially dangerous areas.

Please review all the maintenance issues that have been raised by residents and staff, and budget for the obviously needed repairs and maintenance across the city.

Nothing can be more important to our quality of life than that we keep the city safe and well maintained.

Thank you.

Judy G. Viebig

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Dear Mayor and City Council Members,

I was in the audience at the August 19th budget workshop when a representative of the Bellaire Little League, which is not part of any City department, asked for $130,000 to be included in the proposed budget FY 2014, and apparently they intend to request a similar amount in future budgets. Mention was made that the City provides support for the Little League through free electric and water services. At the same time the request from our Library Director for an additional $91,000 to hire an Assistant Director was denied.

Most of you know that I place a high value on our City’s Library. I have been a frequent patron of the Bellaire Library for over 50 years. I feel it is one of our most valuable resources, offering an incredible array of educational resources and a quiet haven in the midst of our sometimes hectic lives.

Our Library provides opportunities to read, to learn, to advance education for folks of all ages and backgrounds – a bargain at any price. The public computers are always busy, while the librarians deal with 400 to 500 people a day, more during the summer.
Parents bring their young children in for Story Time, kids involved in the Summer Reading Programs are a delight to watch as they return books just read for “credit” towards their reading certificates, then head to the stacks to find more books, young people come in for Movie Time, and seniors come by for computer classes. Our reference librarian tracks down answers or sends a person in the right direction to find their own answers. And of course, we avid readers are always on the hunt for new books.

The list of programs and services offered by the Library is too long to list here. The Library also offers evening and weekend hours for folks unable to stop in during weekdays. And Mary Cohrs, along with her wonderful staff, maintains these services all year long, not just a few months each year. In my opinion they are some of the hardest working, and probably the busiest, employees in Bellaire. Mary also devotes many hours outside the Library to the City and various City organizations in her role as Library Director.

If or when budgeted funds are redistributed, I believe the Council’s first priority should be our City Library and the request to hire an Assistant Director. Additional personnel are sorely needed, and an Assistant Director would be a valuable addition to the Library and to the City’s future.

Thank you for your kind attention to this correspondence.

Sincerely,

Jane McNeel

Due to the number and importance of motions made with respect to the proposed budget for the City of Bellaire, Texas, for the fiscal year commencing on October 1, 2013, and ending on September 30, 2014, as well as the justification and clarification cited by members of City Council related to the motions, the City Clerk has expanded the minutes of this meeting beyond the City Council’s normal policy for abbreviated minutes.

CITY COUNCIL PROCESS

Mayor Nauert indicated that this evening presented an opportunity for members of City Council to make additional requests or recommendations to the City’s proposed budget for fiscal year 2014. He suggested starting at one end of the dais and working to the other end of the dais.

City Manager Bernard M. Satterwhite, Jr., asked if he could first provide an explanation of what he intended to do as City Council made requests and/or recommendations to add to or remove from the budget. He presented a spreadsheet to City Council that consisted of columns for each of the City’s
funds. The first line on the spreadsheet was the ending fund balance from the current budget (FY 2013). City Manager Satterwhite advised that the spreadsheet was based on adjustments to the fund balance. In other words, if an item were deleted from the budget, it would appear as a “negative” on the spreadsheet as the deletion would increase the fund balance. If revenue were deleted, it would appear as a “positive” as the deletion would decrease the fund balance.

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MOTION ONE TO AMEND THE PROPOSED FY 2014 BUDGET

Mayor Pro Tem Amanda B. Nathan began the budget discussions and indicated that she had prepared four amendments for City Council’s consideration. She stated the first amendment as follows:

MOTION:

Mayor Pro Tem Amanda B. Nathan moved to amend the proposed fiscal year 2014 budget for the purpose of eliminating the fire station art line item in the amount of $45,000 from the Capital Improvement Program Fund (“CIP”).* Councilman Corbett Daniel Parker seconded the motion.

*Page 78 of the proposed budget document.

Mayor Pro Tem Nathan indicated that she proposed the removal of the fire station art line item at the present time as the item could be reinstated (as a budget amendment) once City Council had an offsetting revenue entry for the item.

Councilman Pat B. McLaughlan indicated a desire to retain the budgeted amount of $45,000 to be used for possible other uses to be approved by City Council as recommended by the City’s Cultural Arts Board.

Councilman Andrew S. Friedberg asked if City Staff’s intention of placing the fire station art line item in the budget was to serve as a placeholder (i.e., “red-tagged” for when the funds came in).

City Manager Satterwhite stated that the intent was to fund the line item with City funds.

Councilman Friedberg stated he was in support of removing the item and agreed that it could be added later as a budget amendment.

Councilman James P. Avioli, Sr., advised that he, too, was in support of the motion offered by Mayor Pro Tem Nathan. He indicated that he felt the item was related to beautification and an overall plan for the City.
Councilman Corbett Daniel Parker asked for clarification as to the motion. Specifically, he inquired as to whether the line item and the amount budgeted were to be removed or if the amount itself would change to $0 so that the Cultural Arts Board clearly knew that if they were able to raise $45,000, then a line item existed for that purpose in the CIP Fund.

Mayor Pro Tem Nathan clarified that her motion was to eliminate the line item completely.

CITY COUNCIL ACTION ON MOTION:

The motion carried unanimously on a 7-0 vote as follows:

FOR: Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

OPPOSED: None

ABSENT: None

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MOTION TWO TO AMEND THE PROPOSED FY 2014 BUDGET

Mayor Pro Tem Nathan offered a second motion to amend the proposed FY 2014 budget.

MOTION:

Mayor Pro Tem Amanda B. Nathan moved to amend the proposed fiscal year 2014 budget for the purpose of eliminating the Bellaire Town Square Signage and Graphics expenditure line item in the amount of $144,500 from the Capital Improvement Program Fund ("CIP").* Councilman Corbett Daniel Parker seconded the motion.

*Page 78 of the proposed budget document.

Mayor Pro Tem Nathan stated that in light of the fact that the Ad Hoc Wayfinding Committee was still working on entry markers and wayfinding signage, as well as the fact that the City was not sure where in Bellaire Town Square future facilities would be located, the item could be postponed to another budget year.

Councilman Parker indicated that Mayor Pro Tem Nathan’s motion also had the support of the Patrons for Bellaire Parks and was recently discussed in
one of their meetings. On September 9, 2013, the Ad Hoc Wayfinding Committee intended to provide City Council with an update as to the status of their work.

**AMENDMENT (NO. 1) TO MOTION:**

Councilman Roman F. Reed moved to amend the motion for purposes of placing the $144,500 in the Bellaire Police Department budget to be utilized for additional personnel and police cars. Councilman Corbett Daniel Parker seconded the amendment for purposes of discussion.

Councilman Reed advised that he felt that adding additional funding to the Bellaire Police Department budget would send a clear message to residents that City Council was trying to beef up security and safety in Bellaire, especially in light of what had happened within the last few weeks (robbery at a local grocery store and the assault of an individual walking on the Newcastle Trail).

Councilman Parker noted that safety was clearly City Council’s number one priority, and that City Council needed to ensure that its actions were proactive with respect to safety. He was not convinced, however, that adding patrol cars would necessarily make the community safer.

Councilman Parker continued and advised that he shared the frustration that Councilman Reed had and the need to find something immediately that could make us feel safer; however, he could not support the amendment as he did not believe it would provide immediate safety.

Mayor Nauert advised that, by all measures, the City’s crime rate was down. Mayor Nauert felt strongly that the Chief of Police would provide a directive and annotated request on the matter to the City Manager and City Council if the Chief of Police felt personnel and equipment were needed.

**ACTION ON AMENDMENT (NO. 1) TO MOTION:**

The amendment (no. 1) to the motion failed on a 1-6 vote as follows:

**FOR:** Councilman Roman F. Reed

**OPPOSED:** Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

**ABSENT:** None
Councilman Avioli asked for City Council discussion as to whether the $144,500 to be removed from the CIP Fund should be shifted to the beautification line item. Doing so would increase the allocation for beautification from $100,000 to $245,000.

Mayor Pro Tem Nathan suggested that her preference, procedurally, would be to move forward with discussions related to the elimination of funding in her motion, and then City Council could discuss where it could be reinserted. She pointed out that the line item was actually a net of $44,500 because the City was losing $100,000 that was budgeted as revenue (donation) from the Patrons for Bellaire Parks.

Councilman McLaughlan indicated that Mayor Pro Tem Nathan had made some excellent comments. He noted that when it became appropriate, either he or Councilman Avioli would suggest that the monies removed be rolled into the beautification line item.

**CITY COUNCIL ACTION ON MOTION:**

The **motion carried unanimously on a 7-0 vote** as follows:

**FOR:** Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

**OPPOSED:** None

**ABSENT:** None

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**MOTION THREE TO AMEND THE PROPOSED FY 2014 BUDGET**

Mayor Pro Tem Nathan offered a third motion to amend the proposed FY 2014 budget.

**MOTION:**

Mayor Pro Tem Amanda B. Nathan moved to amend the proposed fiscal year 2014 budget for the purpose of adding a line item to the Capital Improvement Program Fund ("CIP")* for Bellaire Little League’s Capital Improvement Project at Horn Field in the amount of $45,000. Councilman Corbett Daniel Parker seconded the motion.

*Pages 77 and 79 of the proposed budget document.
Mayor Pro Tem Nathan noted that City Council had heard a great deal about the Bellaire Little League’s Capital Improvement Project at Horn Field. Bellaire Little League (“League”) was an organization dedicated to providing services exclusively to youth in Bellaire and that the services they provided (a youth baseball league) was one the City would likely have to provide if the League did not. It was noted further that the City currently provided a basketball league and a soccer league. Although the City had never included the League as a line item in the City’s budget before, through no fault of their own, the League had to rebuild three perfectly good fields that were in immaculate condition when the Houston Independent School District reconstructed Horn Academy. The League had approached City Council when they first learned that the fields would have to be rebuilt, however, due to the economy, the City was unable to provide funding. Mayor Pro Tem Nathan stated that she felt at this time the City could help the League out at least in the amount of $45,000. She also advised that she was not necessarily proposing that the City include a line item for the League in future budgets.

Councilman Parker advised that, in conversations he had with the League, any funding the City could provide would not be used for maintenance expenditures or for any type of ongoing expenditure that the City would have an obligation to fund in future years. The City’s funding would be used for capital improvements of a public park, which the City, along with Horn Academy and the League, would have full use of.

Mayor Nauert noted that he understood that the addition of City funds would not be used to expand the scope of the League’s capital improvement project, but rather to retire debt that the League had already assumed responsibility for.

Councilman Friedberg asked the City Manager to comment on the mechanics of the City making a $45,000 commitment to the League.

City Manager Satterwhite advised that the City would probably have to enter into an agreement with the League that would be brought back to City Council for approval.

Councilman Friedberg inquired as to whether the City would be purchasing something “specific.”

City Manager Satterwhite indicated that the City would not have to purchase something “specific.”

Councilman Friedberg inquired as to whether the funding was tied to the capital improvement project cited by Councilman Parker.

City Manager Satterwhite advised that the funding would have to be tied to the capital improvement project.
Councilman Friedberg indicated that he was inclined to support the motion due to the public benefit provided by Horn Park and Horn Field. In that regard, he inquired as to the usage of the restroom facilities in the park and whether those facilities would be generally available to the public during non-curfew hours.

City Manager Satterwhite stated that he believed that was the plan and noted that such a stipulation could be included in the agreement between the City and the League.

Councilman Parker referred to an inquiry he had received as to whether the City could write a check to the League or if the City would be required to bid and then purchase certain items from a third party. He advised that it was his understanding that the City of Bellaire could just write a check to the League.

Councilman Friedberg noted that the League had requested funding after having raised 84% of the project cost rather than asking the City at the front end to kick in. He felt there was a sufficient record for the public benefit for the use of the funds.

Councilman Reed inquired as to what the League planned to use the funding for.

Mayor Nauert stated that the League would use the funding to retire some of their capital—not for operational expenditures.

Councilman Reed advised that he would support the motion, and he was a supporter of the League. He felt that projects, such as the capital project the League had undertaken, enhanced the beautification of the City.

Councilman Reed reiterated his plea for City Council to consider putting more funding into the City’s proposed budget for safety and security for the City. He stressed that City Council needed to show the residents that they were willing to beef up safety and security.

**CITY COUNCIL ACTION ON MOTION:**

The motion carried unanimously on a 7-0 vote as follows:

**FOR:**  Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

**OPPOSED:**  None

**ABSENT:**  None
MOTION FOUR TO AMEND THE PROPOSED FY 2014 BUDGET

Mayor Pro Tem Nathan offered a fourth motion to amend the proposed FY 2014 budget.

MOTION:

Mayor Pro Tem Amanda B. Nathan moved to amend the proposed fiscal year 2014 budget for the purpose of adding an item for a police technician to the General Fund in the amount of $47,560.* Councilman Corbett Daniel Parker seconded the motion.

*Page 33 of the proposed budget document.

Prior to discussion on the motion, Councilman Parker indicated that he wished to offer a friendly amendment.

FRIENDLY AMENDMENT TO MOTION:

Councilman Parker moved to amend the motion for the purpose of changing the funding amount to $23,780, which was the amount that would actually be expended in fiscal year 2014 for the police technician position.

Councilman Parker advised that the position was requested by the Bellaire Police Department for a portion of the fiscal year (March or April through September).

Mayor Pro Tem Nathan indicated that she would accept the friendly amendment. As Councilman Parker seconded the original motion, he also accepted his friendly amendment.

MOTION (RESTATED TO INCLUDE THE FRIENDLY AMENDMENT):

To amend the fiscal year 2014 budget for the purpose of adding an item for a police technician to the General Fund in the amount of $23,780.

Mayor Pro Tem Nathan indicated that she understood that some of the justification for the police technician was to get caught up and some of the justification was because someone was needed to help on an ongoing basis. She was persuaded that there was at least the need for the position for six months to get things caught up, but without any commitment that the funding or the job would continue past those six months. A continuation would have to be justified again during the next budget year, noting that it might not be approved.
Councilman McLaughlan stated that Mayor Pro Tem Nathan’s point was well taken; however, he would be quite reluctant to hire a City of Bellaire employee with the idea that the individual would only be a six-month employee for the City. He asked the City Manager if he had removed the request for the police technician.

City Manager Satterwhite indicated that he had removed it.

Councilman McLaughlan stated that he assumed that there had been some discussion that other technology means could be used in lieu of an additional employee. Before an answer was received, Councilman McLaughlan indicated that Bellaire was not an expanding or growing City. He was concerned each time the City discussed bringing more employees on. He sometimes felt the City was not using its technology to the fullest in order to move through some of its processes.

Mayor Pro Tem Nathan stated that she did not necessarily think that the police technician had to be an employee; the technician could be a contractor. She suggested that the decision be left to the Police Chief’s discretion. She agreed that Bellaire was not a growing City and, therefore, additional employees did not need to be added. If the Police Chief needed help to get caught up, she was willing to do that as she felt that this was a public safety issue as the Police Chief had indicated that he had to use his detectives to perform tasks that could be performed by a non-sworn individual.

Councilman Parker agreed with Mayor Pro Tem Nathan. The motion and addition of funds would allow the Police Chief to put together a job description and go through the selection process. Then, in March, the Chief of Police could decide whether the position should be filled by an employee or a contractor. The motion would give the Chief of Police the flexibility to immediately start the job description process at the beginning of the fiscal year.

Mayor Nauert stated that City Council was not proposing hiring a new employee, but rather funding a position. The Chief of Police and City Manager together could re-evaluate the budget constraints on the department. If a budgetary constraint led to the elimination of the temporary position, then the budgetary constraint could be eliminated from the equation.

Councilman Friedberg added his support to the suggestion that the police technician could be a contractor. At least in the near-term, the position would be viewed as a temporary position. If justified as a long-term appointment, the position could become a permanent position. To address Councilman McLaughlan’s concerns, Councilman Friedberg indicated that the notion of hiring someone for six months lent itself to a contractor situation.
CITY COUNCIL ACTION ON MOTION:

The motion carried unanimously on a 7-0 vote as follows:

FOR: Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

OPPOSED: None

ABSENT: None

Mayor Pro Tem Nathan indicated that she wished to make an observation and not a motion related to the economic development coordinator funded in the amount of $65,628 (page 26 of the proposed budget document). She was not proposing a change in the amount as she did not know what she would propose it be changed to. She believed the amount funded was for full-time employee, and she was not sure at this point that the position needed to be full-time or that it needed to be an employee as opposed to an industry person who could be used on a contract basis.

Mayor Nauert turned the dais over to Councilman Friedberg.

Councilman Friedberg indicated that the two items he wished to discuss were covered by Mayor Pro Tem Nathan’s motion numbers one and three.

Mayor Nauert turned the dais over to Councilman McLaughlan.

Councilman McLaughlan referred to a line item in the budget related to contract costs for the painting of the City’s fire hydrants and agreed that the City’s fire hydrants needed to be painted. He noted that the fire hydrants in the City of Southside Place had recently been painted a bright silver color, which was striking and attractive. Further, Councilman McLaughlan stated that Bellaire was very fortunate to have such a fire safe community. He stated that the City’s Fire Department did not have a severe frequency of calls and wished to get the City Manager’s thought as to whether the firefighters could contribute to the fire hydrant painting and minimize the contract expenditure.

City Manager Satterwhite advised that he believed that the job could be done more expeditiously if the City used a contractor. He advised that if the City found that the contract services would be less than budgeted, then the remainder of the funds for that project would not be spent.
Councilman McLaughlan advised that it was his goal to increase the amount of money available for various beautification activities. As City Council was in the process of canceling out some monies and adding some monies, he hoped that there would be a net increase in the availability of money for beautification. He stated that he believed that it was critical for the City to commit significant funds to major beautification tasks in the coming fiscal year. Councilman McLaughlan provided an example of a “major” task as the improvement of the appearance of the City’s street lighting along Paseo Park and in the downtown area. Additionally, he believed the City needed to make a strong effort to re-route or bury the many overhead wires that cluttered the view of South Rice and Bellaire Boulevard (another example of a major task).

Councilman McLaughlan asked the Mayor for guidance, indicating that he could make a specific motion with a certain amount of money in the motion; however, he thought the motion might be more effective if the issue could be discussed after consideration of all other City Council motions.

Mayor Nauert suggested that he move to other members of City Council and allow them to make their motions and then he would return to Councilman McLaughlan.

Mayor Nauert indicated that Mayor Pro Tem Nathan had addressed the two items he was interested in and turned the dais over to Councilman Parker.

Councilman Parker advised that he and Mayor Pro Tem Nathan had worked on the four motions she presented this evening. The only thing he wished to add was that it was the intent of the Ad Hoc Wayfinding Committee to come before City Council on September 9, 2013, for authorization to contract for and implement a design related to entry markers and wayfinding signage. He indicated further that he believed it might be more appropriate for City Council to see the plans recommended by the Committee and, to the extent City Council felt the project represented the best use of funds, City Council could consider a budget amendment at that time.

Councilman Nauert turned the dais over to Councilman Avioli.

Councilman Avioli advised that Mayor Pro Tem Nathan had covered his additions and deletions; however, he did wish to address a few items. He asked for City Council’s forbearance as he tried to understand some of the line items in the budget.

Councilman Avioli advised that he was not advocating a change to page 4 of the proposed budget document, but wished to get an explanation of the City’s sick leave sellback and longevity policies.

Human Resources Director Yolanda Williams advised that the maximum amount of sick leave that could be accrued by an employee was 480 hours.
Once the employee exceeded that amount, the additional hours gained the following year could be sold back at 50% of the employee’s hourly rate of pay. Longevity was paid to employees in the amount of $4.00 per month for each month of service up to 25 years of service. Checks under both policies were paid to employees at the end of the calendar year.

Councilman Avioli inquired as to whether these policies were normal as compared to surrounding communities.

Human Resources Director Williams advised that the City’s policies were in line with surrounding communities, while noting that other cities paid varying amounts with respect to longevity, with some paying more and others paying less.

Councilman Friedberg noted that the City had exceeded its budget for sick leave sellback by approximately $32,000 in the current year; yet, the City’s proposed budget reflected a reduction of $14,000. He inquired as to whether there was a trend the City was following to get to those figures.

Human Resources Director Williams advised that at retirement employees could sell back 50% of their entire bank of sick leave, which could account for the overage.

Assistant City Manager Diane K. White indicated that the amounts budgeted for sick leave sellback and longevity had been estimated and that it was difficult to know how many people would be sick during the year and/or retire. She advised that the City was trending to be on target by the end of this year.

City Manager Satterwhite stated that the City’s sick leave sellback plan was originally more generous than it was now. Under the original plan, the City let employees accrue sick leave and decide when they wished to sell it back. It was very difficult to plan/budget for that scenario, so everyone was now required to sell back to the 480 hours every year. All of the large accruals had been worked out several years ago.

Mayor Nauert noted that the City of Houston had a large unfunded liability with respect to sick leave. Bellaire was trying to address that very situation at the time the procedures were revised.

Councilman Parker agreed with Mayor Nauert and noted that the previous procedures were also difficult from a cash flow perspective. He asked for confirmation that all employees were paid back to the 480 hour limit at this point.

City Manager Satterwhite advised that Councilman Parker was correct, and noted that the City had done so several years ago. He noted further that Bellaire had not necessarily changed the procedures because of the City of
Houston; the procedures were changed because the policy was a little too
generous and because setting a limit allowed the City to budget a little
tighter.

Councilman Reed inquired as to the cost of salary, benefits, and training for
one patrol officer.

Director Williams advised that she could provide the cost for salary and
benefits and indicated that one patrol officer would receive approximately
$42,000 in salary plus another 30-35% in benefits.

Councilman Avioli referred to page 29 of the proposed budget document
and inquired as to an explanation of contractual services for required EMS
(emergency medical services) training in the amount of $20,000.

Fire Chief Darryl Anderson advised that emergency medical services (EMS)
represented approximately 80% of the Fire Department’s business. In
previous years, the Fire Department had spent a small amount of its training
budget on EMS. This year, the Fire Department decided to apply more of its
training budget to EMS.

Fire Chief Anderson indicated further that the Fire Department was
approached by their Medical Director for a raise. In concert with going toward
the “potential” of a raise (or in lieu thereof) and the desire to increase the Fire
Department’s EMS training, contract training was discussed with the Medical
Director. It was noted that doctors typically charged approximately $200 per
hour for EMS training.

Councilman Avioli asked for confirmation that the training services were
with the City’s Medical Director.

Fire Chief Anderson advised that Councilman Avioli was correct. The
training services were with the EMS Medical Director as opposed to an
increase in fees for the medical services he provided.

Councilman Avioli indicated that this sounded like an increase for the
Medical Director in his opinion. He stated that he wanted to understand the
type of training that would be provided.

Fire Chief Anderson indicated that the Medical Director would provide one-
on-one specialty EMS training for strokes, etc., to ensure our EMS
Department remained on the cutting edge with respect to medical procedures
they would likely need to perform. The Medical Director would provide some
of the training and other doctors, through the Medical Director’s affiliation
with Hermann Hospital and other area hospitals, would provide some of the
training.
Councilman Avioli asked for confirmation that other doctors would be involved.

Fire Chief Anderson indicated that Councilman Avioli was correct.

Councilman Avioli referred to page 30 of the proposed budget document (line 570) and asked for confirmation that the increase in the line item of $27,000 was attributable to the EMS training.

Assistant City Manager Diane White advised that Councilman Avioli was correct—the majority of the line item was attributable to EMS training.

Councilman Avioli referred to page 37 of the proposed budget document and inquired as to whether the Library Director’s request for an Assistant Library Director had been budgeted.

Assistant City Manager White advised that the Assistant Library Director position was not approved.

Councilman Avioli referred to page 42 of the proposed budget document and referenced the recent heroic life-saving efforts of several of the City’s lifeguards. He referred to the requested, but not budgeted, items in the Parks and Recreation budget and inquired as to the reason the items were included on that page.

City Manager Satterwhite advised that the items appeared in the document for informational purposes. He indicated further that requests were submitted by Department Heads each year. He and Assistant City Manager White went through a process of looking at the overall budget and the parameters set by the City. Some of those initial requests did not make the “cut” to the final budget. This year, City Manager Satterwhite wanted City Council to know which items were “cut.”

Councilman Avioli inquired as to whether City Manager Satterwhite felt that City Council should look further at those “cut” items.

City Manager Satterwhite advised that he did not feel that City Council needed to go further with those items. He believed that the budget he presented to City Council was within parameters and provided the services the City needed to provide. He agreed that some of the items needed to continue to be reviewed as the City moved forward. In addition, it was important for the City to stay with the job market.

In summary, City Manager Satterwhite stated that he believed all of the Directors would agree that the budget presented to City Council was the budget that City Staff intended to present.
Councilman Avioli indicated that all of his questions had been answered. He indicated further that he would leave the recommendation for an addition of funds to City beautification to Councilman McLaughlan. He advised that he certainly supported an addition of funds for that purpose and advised that at least $45,000 could be added at this point.

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**MOTION FIVE TO AMEND THE PROPOSED FY 2014 BUDGET**

Councilman Reed noted that everyone knew and understood that he was very much in favor of economic development. He felt that the safety and security of the citizens were his priorities and main concerns at this time.

**MOTION:**

Councilman Roman F. Reed moved to amend the proposed fiscal year 2014 budget for the purpose of eliminating the economic development coordinator position in the amount of $65,628*, and transferring that amount to the Bellaire Police Department budget to be utilized for an additional patrol officer. Councilman James P. Avioli, Sr. seconded the motion.

*Page 66 of the proposed budget document.

Councilman Reed advised that he wished to be able to tell the residents that City Council had provided more resources to the Bellaire Police Department for safety and security. The recent assault on Newcastle Drive and robbery at a local grocery store were of great concern to him. He urged City Council to support him in this initiative.

Councilman Parker indicated that he wished to ask Chief of Police Byron Holloway some questions related to the motion and inquired as to whether safety would be increased by the addition of a patrol officer and, if so, why the funding not been requested.

Chief of Police Byron Holloway advised that within the next 8-10 years, the City would need to add at least four new patrol officers. He did not know if now was the time and noted that he had asked for the police technician position so that he could free up sworn personnel. He indicated that he could use non-sworn personnel to do things that kept a detective sergeant tied up in the property room or have officers be called in off of the street to take a bicycle report.

Chief Holloway advised further that he was down five officers and currently trying to keep the officers he had. When he could fill those positions (and he was confident he would be able to fill the positions), he felt that City Council would see a noted improvement in visibility.
It was noted that Councilman Reed had been concerned with the number of patrol officers on staff for a number of years. For as long as Chief Holloway had known him, Councilman Reed had been a proponent of additional police officers, and Chief Holloway understood where he was coming from. Right now, he was trying to accomplish more visibility by getting a non-sworn person to handle some of the duties currently handled by sworn officers.

Chief Holloway stated that he agreed that the City was not growing in size and growing only a little with respect to population. If he were just policing the City of Bellaire out in the middle of Harris County, he would probably be fine; however, Bellaire was currently policing a city in the center of Houston, Texas—the fourth largest city, if not the second largest city, in the country.

Councilman Parker asked Chief Holloway if he would speak to the fact that adding officers required supervision, as well as future plans Chief Holloway had for the department.

Chief Holloway indicated that he did have a long-range plan for additional staff and how they would be used. Those employees would not necessarily be used for traditional patrol services. He wished to form a special unit that would address problems as they arose. During the time when that unit was not dealing with things such as burglary of motor vehicles, residential burglaries, or robbery, the unit would work traffic. The first step toward his plan was to get a police technician in order to do things a little smarter.

Chief Holloway advised further that there would be a point when he would come before City Council and let them know he needed additional officers. He cautioned City Council that the increase would be gradual as he could only train so many officers at any given time. For example, if he hired five police officers and put all five in training, he would have to take five experienced officers and make them “field officers” for purposes of training. He would then lose the productivity of the five experienced officers.

Councilman Parker indicated that, from a timing standpoint, the five officers would likely be trained by mid-year. If Chief Holloway looked at the situation at that time and felt more patrol officers were needed, he could come back to City Council.

Chief Holloway stated that if he felt more patrol officers were needed, he was not going to wait until April to let City Council know. He would ask when he needed those resources and felt confident that he would get any resources he asked for. Right now, he wanted to maximize his sworn personnel by using less expensive non-sworn personnel.

Chief Holloway next referred to a question that was raised earlier regarding the cost of one patrol officer. The salary and benefits for a first-year patrol officer would be in the area of $61,000. Another $20,000 would need to be added for equipping and training the patrol officer. Utilizing an experienced
patrol officer as a "field officer" also had to be factored in due to a loss in productivity.

Councilman Parker asked if the motion introduced by Mayor Pro Tem Nathan that would allow one supervisor to be freed up.

Chief Holloway advised that a detective sergeant would be freed up to focus on investigations, follow ups, and managing his unit. As the police technician became more capable in his or her primary task in the property room, that person could start doing some other functions, such as taking a theft report.

Councilman Reed referred to the various ways in which police officers left the City and indicated that he understood that some were hired away. He asked if the City needed to be paying the officers more money.

Chief Holloway indicated that he would say "yes," but that would be the quick answer. People left for a number of reasons, and the main issue he dealt with right now was the fact that the Bellaire police officers could not live in the City of Bellaire economy and had to commute from Katy or Sugar Land on a daily basis. At some point, that person would wonder why he or she was commuting to work when he or she could go to work where they lived and make just as much or usually a little more money. Working closer to where the officer lived allowed them to go to their children’s school activities, for example.

Chief Holloway stated that he did not know if Bellaire could pay enough money to make someone say "I’m not going to leave." He advised that he had to look at the work environment and make opportunities available within the organization for people to stay (1) because they were making a decent and competitive living and (2) because they had some sense of career and personal development available to them.

Councilman Reed referred to other requests made by the Bellaire Police Department that were "cut," such as three patrol vehicles (two staff cars and one patrol car) for $116,000.

Chief Holloway stated that his department had a vehicle replacement schedule, and the City had been very good at replacing the vehicles on schedule. In continuing to keep with the schedule, Chief Holloway had requested three patrol vehicles. The budget parameters set by the Mayor and City Council had to be met. When Chief Holloway’s budget fell outside the parameters, he had to go back and re-evaluate. He then made a decision to see if he could get more service life out of the vehicles he had. As a side note, he indicated that his maintenance budget would likely increase.

Councilman Avioli noted that he knew Chief Holloway believed that City Council agreed with Councilman Reed with respect to safety and security. He stated that he appreciated Chief Holloway’s candidness this evening.
Councilman Avioli referred to the latest situations mentioned earlier (assault and robbery) and asked what the City could do that it was not doing now.

Chief Holloway indicated that if City Council looked at the history of the City’s Part 1 crimes, which tended to be the most serious crimes (such as robbery and burglary), Bellaire had been in a state of decline over the years. It was somewhat common for two incidents to occur relatively close together causing people to become very concerned about police visibility. However, when looking at the history, robbery was down 45% and assaults were down 65%. He agreed that it was very alarming and one incident was too many. One the other hand, the situation had to also be looked at realistically. Many of the citizens wanted increased visibility, but he could not promise anyone that if a police officer was stationed on every corner that it would change anything except how much the City would be paying every year for police services.

Chief Holloway advised that the City needed to be understanding when people became upset, but the City also had to sit back and manage the situation. Things were going to happen in the City of Bellaire. The Bellaire Police Department could not necessarily plan for or prevent every single incident.

Councilman Parker referred to some of the Bellaire Police Department’s personnel losses and noted that those losses occurred due to scheduling. He asked Chief Holloway if he could fill City Council in on that issue.

Chief Holloway stated that patrol divisions for school districts were divided into a campus division and a patrol division. He had three officers leave the City to work for school districts because they could work in the campus division from Monday through Friday, with a shift beginning at 6:00 a.m. and ending at 3:00 p.m. Those same officers would be off on all school holidays and weekends, as well as the bulk of the summer. Chief Holloway could not compete with that. He was going to have to focus his retention dollars on career development.

City Manager Satterwhite noted that many officers left because the opportunity for upward mobility existed elsewhere and not in Bellaire where the force was smaller. He noted further that the need for patrol positions were reviewed based on the ability to control crime. City Manager Satterwhite indicated that he felt the City did a good job and had one of the lowest crime rates in the area, as well as an incredible response time.

Chief Holloway indicated that he would like to have a discussion with the new City Manager in the Spring related to a strategic increase in the size of Bellaire’s police department—a gradual phase-in based on justification and need.
Councilman Parker noted that Chief Holloway had advised that the condition of patrol vehicles could lead to the loss of employees, but that it would likely not cause a loss for the City at this time.

Chief Holloway indicated that in any work environment, regardless of the occupation, the work conditions were sometimes the “make it” or “break it” factor in terms of retention. If officers were driving older unsafe cars and using older body armor or equipment, then officers were going to leave. The reason that the department’s maintenance budget was high was for the safety of the officers and because it went a long way toward retention.

Councilman Parker asked for confirmation that there would be no negative impact on retention as a result of the requested patrol vehicles being “cut.”

Chief Holloway advised that Councilman Parker was correct.

Mayor Nauert referred to Chief Holloway’s statement that he was trying to hire five patrol officers now and asked where the City was in that process.

Chief Holloway advised that the Police Department would test on September 12, 2013. It currently appeared that the Police Department would invite 70 applicants to test. Hopefully, 30-35 applicants would show up. After the academic test, there would be a physical assessment test. The physical assessment test had caused many applicants not to show up for testing at all in the recent past. He stated he was good with that as it had served its purpose up front.

Mayor Nauert asked how large the applicant base was that led to an invitation to test 70 applicants.

Chief Holloway indicated that there were approximately 100 applicants. He advised that he could have filled all of his positions during the last testing period; however, he chose not to hire one of the candidates because Chief Holloway was uncomfortable with the psychological test.

Mayor Nauert referred to a cluster of assaults that had occurred some time ago, which was also a concern for many residents.

Chief Holloway indicated that Mayor Nauert was correct—one occurred on the far east side of town and the other on the far west side of town.

Mayor Nauert noted that these situations would happen from time to time. He also indicated that he had heard that Assistant Chief Leal had spoken to one of the local churches and had recommended neighborhood watch patrols.

Chief Holloway stated that the Bellaire Police Department was in the process of reviewing the Neighborhood Watch Program to determine whether to move forward, revamp it, change it, or eliminate it. Chief Holloway believed that
community actions had just as much, if not more, impact than actual police actions.

With respect to the motion on the floor, Councilman Friedberg indicated that a number of years ago he had advocated adding more money to the economic development line item and City Council responded that they did not wish to without a plan in place. The City still did not necessarily have a plan, but was working toward that and had taken some actionable steps. Now that the City was close to a plan, an economic development coordinator had been budgeted. As Chief Holloway indicated, he had a long-term plan, but was just not there yet; just as a few years ago, City Council opted not to blindly throw money at economic development. Councilman Friedberg indicated that he would not want to divert funds away from a plan that was currently being worked to a situation where a plan was not yet in place.

Councilman Reed advised that he respected Councilman Friedberg’s statements and understood his position. He, too, supported economic development, but would rather divert the funding over for safety and security than economic development at this point in time. Councilman Reed indicated further that he did not know where else in the budget that the funds could be pulled from.

CITY COUNCIL ACTION ON MOTION:

The motion failed on a 1-6 vote as follows:

FOR: Councilman Roman F. Reed

OPPOSED: Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilmen James P. Avioli, Sr., Corbett Daniel Parker, Pat B. McLaughlan, and Andrew S. Friedberg

ABSENT: None

Councilman McLaughlan advised that before he made a motion on beautification, he wished to address an earlier statement that had been made with respect to EMS training. He indicated that if it were up to him, he would spend every day of the week, 24-7, training the EMS employees.

With respect to safety and crime, Councilman McLaughlan advised that he appreciated Chief of Police Holloway’s guidance on the matter and his presentation this evening.
As to Fire Chief Anderson, Councilman McLaughlan advised that he appreciated the Fire Chief’s proactive stance with respect to emergency medical services training.

Councilman McLaughlan indicated that it had been a little difficult to follow what had been added and what had been removed and referred to some large projects that had been included early in the budget—a SCADA system and a lift station project.

City Manager Satterwhite indicated that those items had been removed from the budget.

Councilman McLaughlan inquired as to what happened to the funds that were associated with the projects.

City Manager Satterwhite indicated that the funds were moved to fund balance in the Enterprise Fund.

Councilman McLaughlan asked for confirmation that those funds needed to remain in the Enterprise Fund.

City Manager Satterwhite indicated that the funds should remain in the Enterprise Fund.

Councilman McLaughlan advised that he had hoped that the City could add $100,000 to the beautification line item. He referred to the signage and graphics project that had been proposed for the Great Lawn and removed and asked for confirmation that the removal resulted in a net gain of $45,000.

City Manager Satterwhite advised that Councilman McLaughlan was correct. The fund balance in the CIP Fund was $44,500 greater due to the removal of the referenced project.

Mayor Pro Tem Nathan asked where the funding for the police technician would come from and if a portion of the $44,500 needed to be allocated for that position.

City Manager Satterwhite indicated that he believed he could deal with that position and amount through the budget, as the amount was immaterial as compared to a $15.5 million budget.

Councilman McLaughlan referred to the $35,000 that had been budgeted this year and inquired as to what would happen to it.

City Manager Satterwhite indicated that the funding would still remain in the budget.
Councilman Parker indicated that it was his understanding that some of the $35,000 would be spent this year on some beautification.

City Manager Satterwhite indicated that a plan for beautification would be presented to City Council before the end of the year.

Councilman McLaughlan asked what funding would be used for the beautification plan City Manager Satterwhite had referred to.

City Manager Satterwhite stated that there was $35,000 in the 2013 budget for a project called “streetscape survey.” City Staff still wanted to spend those funds before the end of the fiscal year.

Councilman McLaughlan advised that if he remembered correctly, the Ad Hoc Wayfinding Committee . . .

City Manager Satterwhite indicated that the $35,000 for the Ad Hoc Wayfinding was a different $35,000 from the “streetscape survey” project.

Councilman Friedberg asked for confirmation that unexpended projects in the 2013 Capital Improvement Program Fund would be carried over to 2014, whereas unexpended expenditures in the General Fund would roll into fund balance.

City Manager Satterwhite advised that Councilman Friedberg was correct.

Councilman Friedberg asked for confirmation that $100,000 had been budgeted for beautification in the proposed 2014 budget and, if so, if it represented $65,000 in new funding (i.e., $100,000 minus the referenced $35,000 for a streetscape survey) or $100,000 in new funding.

City Manager Satterwhite advised that the new funding was $100,000, which would increase by the amount of any funds carried over.

Councilman Friedberg asked for confirmation that the net amount of funding for beautification in 2014 would be $135,000 less any monies that might be expended in 2013.

City Manager Satterwhite advised that Councilman Friedberg was correct. The total funding for beautification would be $170,000. It was anticipated that the Ad Hoc Wayfinding Committee would utilize $35,000, which was listed as a line item in the 2013 budget for entry markers and wayfinding signage.

Councilman McLaughlan asked for confirmation that the 2014 budget had a line item for beautification in the amount of $100,000 and, if so, if that funding was specifically for yet to be defined beautification tasks above and beyond our landscaping.
City Manager Satterwhite advised that Councilman McLaughlan was correct.

Mayor Nauert noted that there was currently a net of $20,700, which, if used, would wipe out all of the savings City Council had created by things deleted.

MOTION SIX TO AMEND THE PROPOSED FY 2014 BUDGET:

Councilman Pat B. McLaughlan moved to amend the proposed fiscal year 2014 budget for the purpose of increasing the beautification line item in the 2014 budget by $20,700. Councilman James P. Avioli, Sr., seconded the motion.

Councilman Parker inquired as to the reason the money needed to be budgeted now. He also inquired as to whether the funding would be available for requests if the City started implementing an approved design for entry markers and wayfinding signage.

Councilman McLaughlan advised that from all indications, he felt that Councilman Parker was a supporter of beautification. It was Councilman McLaughlan’s desire to tie up as much money as possible for beautification.

Councilman Parker asked for confirmation that the work being done by the Ad Hoc Wayfinding Committee would be considered “beautification.”

Councilman McLaughlan stated that he was not totally sure as to the relationship of the expenditures by the Ad Hoc Wayfinding Committee tied in to the $120,700 line item.

Councilman Parker indicated that it was his understanding that the painting of the fire hydrants would be funded from the $100,000.

City Manager Satterwhite advised that Councilman Parker was not correct. The $100,000 beautification line item was yet to be defined. The funds for the painting of the fire hydrants were in the General Fund operating budget.

Councilman McLaughlan advised that, in conversations with City Manager Satterwhite, that it was his understanding that $100,000 had been budgeted for 2014 and labeled “beautification.” The specific expenditures of that $100,000 were yet to be defined. Councilman McLaughlan’s motion was to add the $20,700 in cuts made this evening to the $100,000 beautification line item.

Councilman Friedberg stated that he was not fully comfortable with City Council coming up with admittedly arbitrary numbers by looking to see what had been saved thus far. Councilman McLaughlan’s point was well-taken as the $100,000 budgeted line item was also an arbitrary number. For
Councilman Friedberg, City Council was making a substantial commitment to the notion of beautification in the absence of a plan, which was a far greater commitment than City Council had made two years ago when the City did not have a plan for economic development. Councilman Friedberg felt that the budget spoke loud and clear to the initiative that Councilman McLaughlan had championed for the last two years—beautification—to the tune of $100,000. He was certainly in support of increasing that amount as a plan might dictate later on.

Councilman Friedberg continued and advised that Councilman McLaughlan was very outspoken about the SWA Consulting Plan that was received. However, Councilman Friedberg believed that City Council wisely recognized that the plan was, perhaps, overshooting the mark in terms of what the City needed. He suggested that City Council utilize the $35,000 to continue toward a well-developed plan that would come with a price tag and which could be assessed at the time the plan was presented to City Council. He stated that he would prefer leaving the line item as it currently stood at $100,000.

Mayor Nauert agreed with Councilman Friedberg and advised that the $100,000 for beautification was clearly an arbitrary amount. He believed that it did indicate a very strong commitment to beautification. If someone asked him if he were a responsible steward of the City’s resources, he would have difficulty explaining how the City had arrived at $120,700 for that line item. Mayor Nauert advised further that the money would not go away—it would still be carried in the fund balance. He was sure if the City Manager came back and advised City Council that the plan called for more than $100,000, City Council would support additional funding.

Councilman McLaughlan advised that City Council kept talking about beautification, but were reluctant to act on it. He mentioned at the last City Council meeting that he had the occasion to drive around the Brays Heights area and that the area looked good—100% better than Bellaire. Councilman McLaughlan expressed concern that Bellaire was losing its edge. Major expenditures were needed with respect to beautification in order to improve the vision of the City. His goal was, in all honesty, to try to get as much money allocated to beautification as he could. If he could get an additional $20,700 latched onto beautification, then he was sure that it could be wisely expended.

Councilman Parker asked if the City Manager would return to City Council with a plan for beautification despite his authority to spend up to $50,000 without additional approval.

City Manager Satterwhite agreed with Councilman McLaughlan in that $100,000 was not a great deal of money. Some priorities would have to be set without a doubt. Some things that Councilman McLaughlan mentioned could cost tens of millions of dollars (re-routed power lines, for example).
City Staff wanted to look for both short-term low cost projects, as well as long-term projects. He indicated that he would not spend any monies until City Council, as a group, had agreed to a plan for beautification.

Councilman Parker stated that he would support the motion as City Council was not actually expending that amount at this point and would be involved in the plan process. He agreed with Councilman McLaughlan in that the City had talked a great deal about beautification. Councilman Parker stated that he would not vote to authorize any expenditure until a specific plan was in place, although he agreed that the bar needed to be set a little higher. Councilman Parker felt this was a safety issue to the extent that City Council was able to beautify the City.

Mayor Pro Tem Nathan advised that she, too, would support Councilman McLaughlan’s motion. Although City Council did not have a definite plan, she had no doubt that City Council would find that they wanted to spend more than the amount budgeted. Another reason for her support was related to the fact that she did not support beautification in the 2013 budget as there was no plan. A year later, there was still no plan. Unfortunately, and not by way of criticism, the plan City Council hoped would come through was not what some members had expected.

Councilman Avioli called the question. Mayor Nauert agreed that he believed City Council was ready to vote.

**CITY COUNCIL ACTION ON MOTION:**

The motion carried on a 5-2 vote as follows:

**FOR:** Mayor Pro Tem Amanda B. Nathan and Councilmen Roman F. Reed, James P. Avioli, Sr., Corbett Daniel Parker, and Pat B. McLaughlan

**OPPOSED:** Mayor Philip L. Nauert and Councilman Andrew S. Friedberg

**ABSENT:** None

Mayor Nauert advised that each member of City Council had an opportunity to go through the budget and make recommendations for change. He asked if there were any further changes that needed to be discussed this evening.

Councilman Avioli stated that he did not wish to propose a change, but wanted to make two comments. First, he stated that he would not like his discussion with the Fire Chief to cause someone to come away with the idea that he did not support training for EMS. He certainly did; however, he
wanted everyone to know that when he saw $20,000 for training or education, he would continue to scrub it for the citizens of Bellaire. Secondly, he advised that City Council heard from Parks and Recreation Advisory Board ("Board") Chair Jeff Addicks regarding the fourteen City parks. Chair Addicks mentioned that the Board was working on some concerns about keeping them in the condition that they presently were. Councilman Avioli indicated that he did not believe City Council had addressed those concerns in the 2014 budget.

D. ADJOURNMENT.

Mayor Nauert, after noting that there were no further comments, adjourned the Special Session of the City Council of the City of Bellaire, Texas, at 7:44 p.m. on Monday, August 26, 2013.

Respectfully submitted,

[Signature]
Tracy L. Dutton, TRMC
City Clerk
City of Bellaire, Texas

Approved:

[Signature]
Philip L. Nauert, Mayor
City of Bellaire, Texas