

AGENDA



General Training Session

Thursday, July 24, 2014
6:00 p.m.

BOARDS AND COMMISSIONS

CIVIC CENTER
FIRST FLOOR OF CITY HALL
7008 SOUTH RICE AVENUE
BELLAIRE, TEXAS 77401

- I. **Welcome and Introduction – *Dr. Philip L. Nauert, Mayor***
 - A. **Recognition of Board and Commission Members**
 - B. **Role, Appointment, and Introduction of Council Liaisons to Boards and Commissions**
- II. **Boards and Commissions Generally**
 - A. **Board References – *Andrew S. Friedberg, Councilman – Position No. 5, and Diane K. White, Assistant City Manager***
 - 1. **Board Handbook (A. S. Friedberg)**
 - 2. **Board Packet Material (D. K. White)**
 - 3. **City Website (D. K. White)**
 - B. **Procedural – *Tracy L. Dutton, City Clerk***
 - 1. **Quorums**
 - 2. **Meeting Types**
 - 3. **Rules of Procedure**
 - 4. **Agendas and Minutes**

- C. Legislative – Paul A. Hofmann, City Manager**
 - 1. Form of Government**
 - 2. Role and Assignment of Staff Liaisons to Boards and Commissions**
 - 3. Requests for City Council Action**
- D. Administrative – John McDonald, Director of Community Development**
 - 1. Board Types and Relationship to City Council and Staff**
 - 2. Board Elections (Chair, Vice Chair, and Secretary)**
 - 3. Confidentiality of Certain Personal Information**
 - 4. Conflicts of Interest Questionnaire**
 - 5. Abstentions from Voting**
 - 6. Annual Report**
- E. Upcoming Training Sessions – Ashley Parcus, Administrative Secretary**
 - 1. Open Government Training**
 - 2. Specialized Statutory Training**
 - 3. Parliamentary Training**

III. Questions and Answers – Facilitated by Paul A. Hofmann, City Manager

IV. Adjournment

CERTIFICATE

I, the undersigned authority, do hereby certify that the agenda set forth above and on the preceding pages regarding a Bellaire Boards and Commissions General Training Session scheduled to be held on Thursday, July 24, 2014, at 6:00 p.m. in the Bellaire Civic Center was posted on the City's official bulletin board located on an outside west wall of City Hall, 7008 South Rice Avenue, Bellaire, Texas, a place convenient and readily accessible to the general public at all times, and was posted on the following date at the stated time: Friday, July 18, 2014, at 5:30 a.m./p.m.?



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

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

CERTIFICATE OF REMOVAL

I, the undersigned authority, do hereby certify that the agenda set forth on the preceding pages regarding a Bellaire Boards and Commissions General Training Session scheduled to be held on Thursday, July 24, 2014, at 6:00 p.m. in the Bellaire Civic Center was removed by me from the City's official bulletin board located on an outside west wall of City Hall, 7008 South Rice Avenue, Bellaire, Texas, on the _____ day of _____, 2014, at _____ a.m./p.m.

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