

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
NOVEMBER 12, 2020 7:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 7:00 p.m. by Mayor Jason Tabor.

Roll Call: Present: Mayor Jason Tabor
Mayor Pro-tem Bill Pittman
Councilmember IV Hoke
Councilmember Jason O'Brien
Absent: Councilmember Corey Jannett, excused
Councilmember Fidencio Leija, excused

The invocation was given by Mayor Pro-tem Bill Pittman. The pledge of allegiance to the U. S. Flag and to the Texas Flag was led by Mayor Tabor.

Mayor's and City Manager's Report:

- a. The minutes of 10/22/20 and 10/28/20 were approved as presented.
- b. City Secretary Janet L. Davis presented the September 30, 2020, quarterly and annual investment reports with a portfolio in the amount of \$2,496,740, with \$432,246 in restricted funds and \$2,064,494 in unrestricted funds.
- c. Presentation of departmental reports by staff, specifically a recap of the activities performed during the previous month and a report of upcoming activities, events, and projects on the horizon
 - 1) Community Services – building permits issued, fees collected, inspections performed, Mulberry Farms reimbursement agreement, Tower Rd Estates Phase II plat filed with private street, RFQ for comprehensive plan, hired new building inspector
 - 2) Parks and Community Center – irrigation system installation complete in Therapeutic Garden, park maintenance activities, and center rental statistics
 - 3) Police – calls for service statistics, traffic crash analysis, use of force incidents, arrest statistics, preliminary report on new mental health training program with Gulf Coast Center and Texas City police department
 - 4) Library – patron and program attendance, circulation material statistics,
 - 5) Street – drainage projects, street maintenance and improvement activities, equipment maintenance

Citizens' Comments: Mr. Greg Snider of Dickinson said they had applied for a variance on Avenue S. He said the Planning and Zoning Commission denied the request and he has appealed the decision to the City Council but was unaware when the item would be on the agenda. Mr. Snider said he would like the item to be placed back on the agenda so he has a chance to make his appeal to Council. Mr. James Laymance of 12726 – 7th Street said speeders on the road are posing a safety concern for his autistic son and he is requesting the speed limit be reduced from 30 mph to 20 mph on this dead end street.

Planning and Zoning Business:

Old Business:

1. Consideration and possible action: Second and final reading of an ordinance of the City of Santa Fe, Texas, approving the conceptual plan for a Planned Unit Development (PUD) rezoning from Single-Family Residential (R-1) and Neighborhood Commercial (NC) for a 65.639 acre mixed-use, master-planned community development located at FM 1764 and Avenue L (Novelli), City of Santa Fe, Galveston County, Texas

Community Services Director Diana Steelquist said this is the second reading of the ordinance approving the Mulberry Farms Planned Unit Development conceptual plan proposed at Avenue L and FM 1764. Motion by Councilmember O'Brien, seconded by Councilmember Hoke to pass the second and final reading of the ordinance of the City of Santa Fe, Texas, approving the conceptual plan for a Planned Unit Development (PUD) rezoning from Single-Family Residential (R-1) and Neighborhood Commercial (NC) for a 65.639 acre mixed-use, master-planned community development located at FM 1764 and Avenue L (Novelli), City of Santa Fe, Galveston County, Texas. The motion passed the roll call vote unanimously.

New Business: None

City Business (Other):

Old Business:

1. Consideration and possible action: Second and final reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 7, Personnel, Code of Ordinances, Section 6, City Administration, Subsection C, Police Department, Paragraph 10, to provide for an increase in the classification of police officers

City Manager Glen Adams said this is the second reading of the ordinance adding a police officer to the patrol division of the police department. Motion by Councilmember O'Brien, seconded by Councilmember Hoke to pass the second and final reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 7, Personnel, Code of Ordinances, Section 6, City Administration, Subsection C, Police Department, Paragraph 10, to provide for an increase in the classification of police officers. The motion passed the roll call vote unanimously.

New Business:

1. Discussion: Presentation and review of annual activity reports from the Planning and Zoning Commission and the Board of Adjustment

Community Services Director Diana Steelquist presented the annual activity report from the Planning and Zoning Commission consisting of 9 public hearings on plats, rezoning of the cell tower, and review of 2 commercial site plans. She said the Board of Adjustment held 4 public hearings and reviewed 3 zoning variance requests.

2. Consideration and possible action: Adoption of a resolution approving a Chapter 380 Agreement to provide economic incentives to Tower Road Estates LLC to create single family housing opportunities in the City of Santa Fe, Texas

City Manager Glen Adams said this agreement was rewritten to provide Council's intent last year to provide economic incentives to the developer. He said this agreement provides for a payment after the first 15 lots sold, then the next three payments would be disbursed upon certificates of occupancy issued. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to table action on this item to discuss the certificate of occupancy requirement with the developer. The motion passed the roll call vote unanimously.

3. Consideration and possible action: Approval of the Santa Fe Economic Development Corporation's (SFEDC) "Avenue P Drainage Project" and authorization to proceed with newspaper advertisement and public hearing for comments on the proposed project

Director of Administrative Services Stacey Baker said the SFEDC Board met and determined that 32 businesses would be served by improving drainage on Avenue P north of Hwy. 6. She said the SFEDC is seeking approval to participate in this joint project so the newspaper publication and public hearing can be scheduled. Motion by Councilmember Pittman, seconded by Councilmember Hoke to approve the Santa Fe Economic Development Corporation's (SFEDC) "Avenue P Drainage Project" and to approve proceeding with the newspaper advertisement and public hearing for comments on the proposed project. The motion passed the roll call vote unanimously.

4. Consideration and possible action: Adoption of a resolution authorizing the execution of Addendum to Residential Solid Waste Collection Services Contract between the City of Santa Fe and AmeriWaste, Inc. to extend the term of the current contract and to authorize a rate increase or Authorizing staff to seek proposals for solid waste collection services for a three-year term beginning January 1, 2021

City Secretary Janet Davis said the current solid waste contract expires at the end of December, and AmeriWaste has requested a three-year extension with a 2.3 percent CPI rate increase. She said should Council not wish to extend the current contract, then proposals will need to be solicited for continued service. Mayor Tabor asked AmeriWaste to look into expanding the recycling program to offer drop off sites in addition to the curbside recycling bins. Staff asked AmeriWaste to create a standard flyer for distribution to the public through Facebook and the city's webpage providing information about what is picked up, how it should be bagged, the weight accepted, and other relevant information. Motion by Councilmember Hoke, seconded by Councilmember O'Brien to adopt the resolution authorizing execution of the Addendum to the Residential Solid Waste Collection Services Contract between the City of Santa Fe and AmeriWaste, Inc. to extend the term of the current contract through December 31, 2023, and to authorize a 2.3 percent CPI rate increase, the equivalent of \$0.27/month. The motion passed the roll call vote unanimously.

5. Consideration and possible action: Authorizing city sponsorship of Council/staff Christmas luncheon

Director of Administrative Services Stacey Baker said the city normally hosts a potluck Christmas luncheon for staff and Council, but in light of the pandemic, staff is asking that the event be catered, rather than potluck, at Hidden Palms. She said Gina Bouvier, the owner of Hidden Palms, has offered the use of the facility at no charge as long as we pay for the cleaning of the linens. Ms. Baker said the approximate cost to cater the luncheon is about \$11 per person and recommended Council consider using the travel funds budgeted for the annual TML Conference since Council was unable to attend this year due to the pandemic. She said we anticipate about 80 attendees and the dessert could be provided for an additional cost. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to authorize city sponsorship of the Council/staff Christmas luncheon, including dessert, as presented by staff. The motion passed the roll call vote unanimously.

6. Consideration and possible action: Authorizing staff to transfer funds from the Santa Fe Strong Resiliency Center donation account to Innovative Alternatives for remodeling expenses and miscellaneous supplies for clientele support and to close the bank account

Mayor Tabor said we have about \$6,991 remaining in the Santa Fe Strong Resiliency Center donation account, and since we have transferred operations to Innovative Alternatives, we would like to transfer the remaining funds in this account to them to cover some of remodeling expenses they incurred to establish a counseling center in Santa Fe. Motion by Councilmember Pittman, seconded by Councilmember Hoke to authorize staff to transfer funds from the Santa Fe Strong Resiliency Center donation account to Innovative Alternatives for remodeling expenses and miscellaneous supplies for clientele support and to close the bank account. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Authorizing execution and submission of the FY 2019 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency

Police Chief Philip Meadows summarized the year's activity of seizures and forfeitures along with the proceeds realized from the sale of assets this past summer. Motion by Councilmember Hoke, seconded by Councilmember O'Brien to authorize execution and submission of the FY 2019 Chapter 59 Asset Forfeiture Reports by a Law Enforcement Agency. The motion passed the roll call vote unanimously.

8. Consideration and possible action: First reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 9, Traffic Code, Section 14, Golf Carts, Subsection C, Operational Regulations, and Subsection F, Permit Required, to require current, registered license plates to be property affixed to the golf cart

Police Chief Philip Meadows said the state has required a registration process for golf carts operated on public roadways and this ordinance amends our regulations to require a license plate on a golf cart permitted for operation in the city. Chief Meadows said we are now required to amend our regulations in order to continue to allow golf carts on the public roadways in the city. Councilmember Pittman said this is just another tax mandated by the state and he disagrees with the requirement but wants to continue to permit operation of golf carts in the city. Motion by Councilmember Pittman, seconded by Councilmember Hoke to table action on this ordinance for 60 days. The motion passed the roll call vote unanimously.

9. Consideration and possible action: Authorizing staff to proceed with improvements to the police department's 5-ton military vehicle

Police Chief Philip Meadows said our 5-ton military-style vehicle needs about \$5,000 in repairs, including cosmetic paint work and additional equipment, specifically a tarp, bows to support the canvas, and rails that can double as benches when folded out. Councilmember Pittman asked why we didn't discuss this during the summer budget workshops so we could allocate funds before the fiscal year began. He asked staff to please have the foresight to bring these types of issues to the budget workshop in the future. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to authorize staff to proceed with improvements to the police department's 5-ton military vehicle. The motion passed the roll call vote unanimously.

10. Consideration and possible action: Appointment of members to serve on the Library Advisory Board to fill vacant, unexpired terms through July, 2021

Library Director Brenda Cheatham said there are two vacant positions on the Library Advisory Board and we have recently received an application from Ms. Barbara Winburn expressing her interest in serving on the board. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to appoint Barbara Winburn to the Library Advisory Board for a unexpired term through July, 2021. The motion passed the roll call vote unanimously.

11. Consideration and possible action: Authorizing City Manager to submit Application for Eligibility to enable the city to receive federal surplus property through the Texas Facilities Commission Federal Surplus Property Program

City Manager Glen Adams said Councilmember Hoke brought this item forward. He said the city has participated in this surplus program in the past and this application would renew our eligibility to continue participation in the state's surplus property program. Motion by Councilmember Pittman, seconded by Councilmember Hoke to authorize the City Manager to submit the Application for Eligibility to enable the city to receive federal surplus property through the Texas Facilities Commission Federal Surplus Property Program. The motion passed the roll call vote unanimously.

12. Discussion: Development Agreement for Fountain Lakes Subdivision

City Manager Glen Adams said work on the development agreement for the Fountain Lakes Subdivision is continuing and a meeting with the developer to discuss the provisions of the agreement has been scheduled for next week, including discussions with the water district. Councilmember Pittman said he would not be willing to purchase easements, and Mr. Adams said the city will be responsible for providing resources to the area, upon annexation, and we need to discuss what funds the city will recoup through their proposed TIRZ. The consensus of Council is to ensure that access to the proposed development comes through Santa Fe and not FM 517 for at least five years. Mr. Adams said he will continue to periodically provide information to the Council so there will be few questions and no surprises when the agreement is ready for Council action. He said the developer is on a tight timeline to purchase the property so he is wanting Council's support for the project.

Announcements: Councilmember Hoke said the Veterans' Day celebration was a success and the city-sponsored fireworks display was amazing.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings
Councilmember Pittman asked staff to look into allowing fireworks displays in the city since we do not have the labor force to stop it. Fire Marshal Tony Dauphine suggested we change our regulations to provide requirements for the time period authorized to sale fireworks in addition to the size permissible and time period of any display .The next regular meeting is tentatively scheduled for December 10, 2020, at 7 p.m.

Motion by Councilmember Pittman, seconded by Councilmember Hoke to adjourn. The motion passed and the meeting adjourned at 8:37 p.m.

ATTEST:

JASON TABOR, MAYOR

Janet L. Davis, City Secretary