

**CITY OF SANTA FE  
REGULAR COUNCIL MEETING  
FEBRUARY 11, 2021 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  
Councilmember Fidencio Leija

The invocation was given by Pastor John Elliott. The pledge of allegiance to the U. S. Flag and to the Texas Flag was led by Councilmember O'Brien.

**Mayor's and City Manager's Report:**

- a. The minutes of 1/14/2021 and 1/28/2021 were approved as presented.
- b. 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, employee training, certificates of occupancy issued, RFQs received for a comprehensive master plan, and new business statistics
  - 2) Parks and Community Center – park maintenance activities and center rental statistics; and park vandalism
  - 3) Municipal Court – cases filed, revenue collected, warrants issued and cleared, and virtual court hearings
  - 4) Police – calls for service statistics, traffic crash analysis, use of force incidents, arrests, citations, and report statistics
  - 5) Fire Marshal – previous environmental issue (illegal chemical dump) remediated; hay fire incident
  - 6) Street – drainage projects, street maintenance and improvement activities, and traffic sign maintenance
- c. Mayor Tabor presented a service award to Brenda Loewen acknowledging her retirement after many years of service to the city. Mayor Tabor and Chief Meadows presented certificates of recognition to Lieutenant Greg Boody, Sgt. Frank DeLeon, Officer Cody Myers, Officer Andrew Alvarez, and K9 Officer Jacob Danesi.

Citizens' Comments: Ms. Melanie Collins of 11915 – 22<sup>nd</sup> Street announced filed for candidacy for Council Place 3 in the upcoming May 1, 2021, general city officers' election.

**Planning and Zoning Business:** None

**City Business (Other):**

**Old Business:** None

**New Business:**

**1. Discussion: Update from Santa Fe Texas Education Foundation**

Ms. Gina Welsh, Executive Director of the Santa Fe Texas Education Foundation, described the education opportunities made possible by the foundation, thanked Council for their support of the foundation programs and involvement in public education, and announced the upcoming Starlight Gala scheduled to be held virtually on February 25, 2021.

**2. Discussion: Update on Resiliency Center operations**

Ms. Sharon Bayus, CEO of Innovative Alternatives, the contractor for the Resiliency Center, provided counseling statistics, including new clients and continuing clients, for individual and family sessions.

**3. Consideration and possible action: Authorization to proceed with installation of new AC systems at the community center**

Community Services Director Diana Steelquist said Council approved the replacement of three AC systems at the community center in this year's budget. She said the estimated cost at the time of budget approval was \$18,000 financed over three payments, but the proposed bids have expired. Ms. Steelquist said new quotes were obtained from three local vendors and the cost for both 14 seer and 16 seer units has increased. She said staff is recommending 16 seer units with an extended warranty and approval of the funds over the amount budgeted. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to authorize staff to proceed with the installation by Affordable Air of 3 new 16 seer AC systems at the community center at a total cost of \$22,550 with a 12 year parts and 1 year labor warranty. The motion passed the roll call vote unanimously.

**4. Consideration and possible action: Authorization to join the Bay Area Houston Economic Partnership (BAHEP)**

City Manager Glen Adams said we can tap into some resources to promote the city and joining BAHEP would allow networking opportunities for outreach and business relationship development, regional leader resources, business recruitment, and economic growth opportunities. He said the annual membership fee is \$7,609 and funds are available in the City Manager training and development budget. Councilmember Pittman said we could probably benefit from membership post COVID, and since the proposition to expand the use of sales tax funds won't go to the voters until May, we could budget this next year and become a member at that time. Councilmember O'Brien agreed that if the proposition passes in May, then we should consider joining. Councilmember Leija said economic development is an ongoing process of business/city partnerships and networking opportunities. He said BAHEP is the regional leader of economic development and they would be an asset to us to bring potential development to our community. Councilmember Pittman requested a budget status update from staff at the next council meeting and then reconsideration of this item. Motion by Councilmember Pittman, seconded by Councilmember Hoke to table this item until the next meeting when the Council can be briefed on the current budget amendment status. The motion passed the roll call vote unanimously.

**5. Consideration and possible action: Confirmation of City Manager's appointment of a Library Director**

City Manager Glen Adams said the committee selected and interview applicants for the position of Library Director to succeed Brenda Cheatham who will retire at the end of this month. The committee recommended the appointment of Becky McClain who demonstrated her qualifications, innovation, and professional leadership skills. Motion by Councilmember Leija, seconded by Councilmember Pittman to confirm the City Manager's appointment of Becky McClain as Library Director. The motion passed the roll call vote unanimously.

**6. Consideration and possible action: Awarding bid and authorizing the President of the Santa Fe Economic Development Corporation to execute the agreement for contractor services for the FM 1764 sewer project funded by the Santa Fe Economic Development Corporation**

Mr. Matt Crable, Vice President of the Santa Fe Economic Development Corporation Board of Directors, said three bids were received for the sanitary sewer project along FM 1764 from Hwy. 6 to FM 646 Rd North. He said the most advantageous bid was submitted by Reddico Construction Co, Inc. at a cost of \$3,043,603 with a timeline of

240 days. Mr. Crable said the corporation's engineer and manager of the project, Sander Engineering, is familiar with Reddico and recommended awarding the contract for the project to them with a 10 percent contingency of \$305,000 available for any potential change orders that may arise during the project. Motion by Councilmember O'Brien, seconded by Councilmember Hoke to award the bid to Reddico Construction Co., Inc., and to authorize the President of the Santa Fe Economic Development Corporation to execute the agreement for contractor services with Reddico Construction Co, Inc. for the FM 1764 sewer project funded by the Santa Fe Economic Development Corporation. The motion passed the roll call vote unanimously.

**7. Consideration and possible action: Awarding bid and authorizing the Mayor to execute the agreement for contractor services for the road and drainage project funded by the GLO, Contract No. 20-065-026-C93**

Director of Administrative Services Stacey Baker said this road and drainage project was rebid with a change in the scope of work by removing Avenue F in order to stay within the grant award. She said Street Superintendent Billy Creppon stated he would work Avenue F road improvements into next year's budget once the drainage improvements funded through this grant are completed. Mr. Brian Kramer of Mercer & Associates, the city's project engineer, reviewed the five bids received for the project and recommended TWDirt, LLC, a qualified and experienced contractor, in the amount of \$1,381,945. Motion by Councilmember Hoke, seconded by Councilmember O'Brien to award the bid to TW Dirt, LLC and to authorize the Mayor to execute the agreement for contractor services with TW Dirt, LLC for the road and drainage project funded by the GLO, Contract No. 20-065-026-C93. The motion passed the roll call vote unanimously.

**8. Consideration and possible action: Appointment of a member to serve on the Planning and Zoning Commission for an unexpired term through May, 2022**

Mayor Tabor said there is one vacant position on the Planning and Zoning Commission and Mr. Brandon Noto has submitted an application to serve on the commission. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to appoint Brandon Noto as a member to serve on the Planning and Zoning Commission for an unexpired term through May, 2022. The motion passed the roll call vote unanimously.

**9. Consideration and possible action: Authorizing staff to seek proposals for an exclusive commercial solid waste collection services contract**

Mayor Tabor said the city currently has an exclusive residential solid waste collection services contract but commercial collection is not regulated and it is provided by multiple companies at varying prices for services. He said we have an opportunity to help our commercial community by regulating the rates charged for solid waste collection services. Councilmember Pittman said he is totally opposed to an exclusive contract for commercial services as each business has differing needs and should have the benefit of negotiating their own service agreements. City Manager Glen Adams said there are three benefits to the city in having an exclusive commercial provider. He said the city roads would be subject to truck traffic from one company rather than multiple companies. Additionally, the price could conceptually be lower and the city could benefit from a contract fee. Motion by Councilmember Leija, seconded by Councilmember O'Brien to authorize staff to seek proposals for an exclusive commercial sold waste collection services contract. The motion passed the roll call vote. Those voting for: Councilmember Leija, Councilmember O'Brien, and Mayor Tabor. Those voting against: Councilmember Hoke and Councilmember Pittman.

**10. Consideration and possible action: Appointment of Associate Municipal Court judge**

Mayor Tabor said the city has been operating without an associate municipal court judge this past year, and he is requesting the appointment of an associate judge to assist with magistrates in the evenings and on weekends. He said he have budgeted funds available for an associate judge and he said Mr. Rotenberry is experienced and currently assisting neighboring cities with municipal court services. Motion by Councilmember O'Brien, seconded by Councilmember Hoke to appoint Mr. Doug Rotenberry as Associate Municipal Court judge. The motion passed the roll call vote unanimously.

Announcements: Santa Fe Texas Education Foundation Starlight Gala will be virtual on February 25, 2021.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings

Motion by Councilmember Pittman, seconded by Councilmember Obrien to adjourn. The motion passed and the meeting adjourned at 8:50 p.m.

ATTEST:

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JASON TABOR, MAYOR

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Janet L. Davis, City Secretary