

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
NOVEMBER 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 Melanie Collins
Councilmember Jason O'Brien
Absent: Councilmember Fidencio Leija, excused

The invocation was given by and the pledge of allegiance to the U. S. Flag and to the Texas Flag was led by Pastor Brad Drake.

Mayor's and City Manager's Report:

- a. Mayor Tabor presented a proclamation to Amiee Hoff
- b. The minutes of 10/14/21-special, 10/14/21-regular, 10/28/21-special, and 10/28/21-regular were approved as presented.
- 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, and inspections performed, plats reviewed, variance requests, COs issued, pre-development meetings, and code enforcement cases including bandit sign removals,
 - 2) Parks and Community Center – routine park and building maintenance activities, center rental statistics, and amphitheater project update at the Joe A. Tambrella park
 - 3) Municipal Court – cases filed, disposed, and cleared; revenue collected; citations and warnings issued; and traffic stops
 - 4) Police – written report of calls for service statistics, traffic crash analysis, and use of force incidents
 - 5) Fire Marshal – burn permit issuance, inspection activities, and status of code enforcement issues at EZ Stop and KFC
 - 6) Library – patron and program attendance, circulation material statistics, donations collected, volunteer hours, and library expansion update
 - 7) Street – drainage projects, street maintenance and improvement activities, tree removal update from storm, and stop sign vandalism
 - 8) Resiliency Center – no report
 - 9) Finance – no report, except November sales tax collection is up from projections

Citizen's Comments: Ms. Cheryl Klein of 3819 Shady Lane complained about a letter from the water district stating the district will no longer service their grinder equipment. The city's first City Manager, Mafie McMath, passed away. Mr. Leo Payne of 13220 Lynn Lane expressed his concerns about the city's permit process and drainage criteria, specifically a building on his neighbor's property that was never permitted. Mr. Payne said he is seeking reimbursement for the dirt work he had to do so he wouldn't flood because of this development.

City Business (Other):

New Business:

1. Consideration and possible action: Adoption of a resolution canvassing the returns and declaring the results of the November 2, 2021, special city officers' election

City Secretary Janet Davis said the Galveston County Elections Division has provided a tabulation of the 1,524 qualified votes cast at the November 2, 2021, special city officers' election as follows:

COUNCIL, PLACE 1

Brandon Noto	547 early votes	292 total votes
Dana Marks	417 early votes	268 total votes

Motion by Councilmember O'Brien, seconded by Councilmember Pittman to adopt the resolution canvassing the returns and declaring the results of the November 2, 2021, special city officers' election. The motion passed the roll call vote unanimously.

2. Oath of Office of newly-elected official

City Secretary Janet L. Davis administered the Oath of Office to newly-elected City Council, Place 1 official Brandon Noto.

Old Business:

1. Consideration and possible action: Approval of Comprehensive Plan Scope of Work, as presented by Kimley-Horn

Mr. Mike Feeney, Mobility Planner with Kimley Horn, said the scope of work has been changed to fit within the budget of \$225,000 as requested at the last meeting. Motion by Councilmember Pittman, seconded by Councilmember Collins to approve the Comprehensive Plan Scope of Work, as presented by Kimley-Horn. The motion passed the roll call vote unanimously.

New Business:

15. Consideration and possible action: Adoption of a resolution approving publication and posting of a Notice of Intention to issue certificates of obligation to finance various public improvements; and providing for an effective date

Mr. Andrew Friedman of SAMCO, the city's financial advisor, discussed with staff the process of issuing certificates of obligation to finance various public improvements with a "not to exceed" amount of \$810,000. He said this is the first step in the legal process to issue bonds and \$810,000 is the maximum amount that can be issued to maintain the current debt service tax rate. City Manager Glen Adams said the shared costs of the new police CAD and RMS hardware, software, licensing, and implementation through Motorola is now \$139,000 and not the estimated \$120,000 as originally stated, and this project could be included in the CO issuance. He said we currently show two projects, Cemetery Road improvements at \$409,000 and general street paving at \$200,000, to be funded by the issuance of certificates of obligation. Mr. Adams said this resolution includes all issuance costs in the total and is only declaring Council's intent to sell certificates of obligation and is not a commitment. Councilmember Pittman confirmed the fees will be included in the total issuance and Mr. Friedman said all costs of issuance, about \$40,000 to \$50,000, including bond attorney, financial advisor, attorney general, and bank paying agent fees, will be included. Mr. Friedman also said a typical bond call is ten years and the I&S fund balance will be used to manage the I&S tax rate. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to adopt the resolution approving the publication and posting of a Notice of Intention to issue certificates of obligation to finance various public improvements in the amount of \$609,000; and providing for an effective date. The motion passed the roll call vote three to one. Those voting for: Councilmember Pittman, Councilmember O'Brien, and Councilmember Noto. Those voting against: Councilmember Collins.

16. Consideration and possible action: Adoption of a resolution relating to establishing the city's intention to reimburse itself for the prior lawful expenditures of funds for capital expenditures from the proceeds of one or more series of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date

Mr. Andrew Friedman of SAMCO, the city's financial advisor, said this resolution is necessary so the city can front financing for projects and then be repaid when the certificates of obligation are issued. Council questioned the necessity of this resolution at this time. Mr. Friedman said this resolution is legally required in order for the city to receive reimbursements from bond proceeds should we spend money on projects before the certificates are issued, so he recommends adopting it now so we do not forget to do it later. Motion by Councilmember O'Brien, seconded by Councilmember Noto to adopt the resolution relating to establishing the city's intention to reimburse itself for the prior lawful expenditures of funds for capital expenditures from the proceeds of one or more series of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date. The motion passed the roll call vote unanimously.

3. Consideration and possible action: Public hearing and first reading of an ordinance of the City of Santa Fe, Texas, amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 20002 Edition, the official zoning map adopted under Section 3.08, by changing the zoning classification from Agricultural Residential (AR) to Medium-Density Residential District (R2) for a portion of 42.4504 acres of vacant property described as Abst 604 & 613 I&G N RR Sur Sec 16 and Sec 19, part of lot 1 (1-1), Block 80, Angell Runge addition, Santa Fe, Galveston County, Texas, leaving approximately 365 ft X1475 ft on Highway 6 road frontage, described as the hard corner lot fronting Maple St, Elm Street, and Highway 6, as Highway Commercial

Community Services Director Stacey Baker said the Planning and Zoning Commission postponed action pending additional information from the developer relating to traffic and drainage concerns and lot sizes so there is no recommendation at this time. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to postpone action on this item until the December meeting. The motion passed the roll call vote unanimously.

4. Consideration and possible action: Authorizing the Mayor to execute the Interlocal Agreement with the County of Galveston for drainage improvements to Avenue P

City Manager Glen Adams said this agreement is for drainage improvements for the Avenue P right of way north of Hwy. 6. He said the county supports the project and through this agreement is providing up to \$1,112,500 in funding for this \$2,225,000 estimated total project cost. Motion by Councilmember Pittman, seconded by Councilmember Collins to authorize the Mayor to execute the Interlocal Agreement with the County of Galveston for drainage improvements to Avenue P. The motion passed the roll call vote unanimously.

5. Consideration and possible action: Authorizing Mayor to execute the Interlocal Contract between the City and the County of Galveston for Cemetery Road improvements

City Manager Glen Adams said this agreement is between the City, the County, and the City of Dickinson for shared costs of street repairs and improvements to Cemetery Road. He said the city's anticipated cost of participation in the project is \$409,000, but we will have a better cost estimate when bids are expected in March or April, 2022. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to authorize the Mayor to execute the Interlocal Contract between the City and the County of Galveston for Cemetery Road improvements. The motion passed the roll call vote unanimously.

6. Consideration and possible action: Authorizing Mayor to execute the Interlocal Agreement between the City and SFISD for the provision of school resource officer

City Manager Glen Adams said this agreement is so the SFISD can hire an additional police officer to begin issuing citations in municipal court for violations in the school zones. He said a 50/50 split of the fine revenue would help the school fund another officer and would help the city offset expenses of municipal court. Motion by Councilmember O'Brien, seconded by Councilmember Noto to authorize the Mayor to execute the Interlocal Agreement between the City and SFISD for the provision of a school resource officer. The motion passed the roll call vote unanimously.

7. Consideration and possible action: First reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 7, Personnel, Code of Ordinances, City of Santa Fe, Texas, Section 6, City Administration, Subsection C, Police Department, to add the position of corporal and to provide for an increase in the classification of police officers and amending Chapter 7, Personnel, Code of Ordinances, City of Santa Fe, Texas, Section 4, Municipal Court, Subsection D(3), to recognize the city marshal/bailiff as a police corporal governed by the collective bargaining agreement and the provisions of civil service

City Manager Glen Adams said this ordinance will establish corporal positions in the police department to increase supervisory capacity and will move the city marshal/bailiff back under the police department and governed by collective bargaining and civil service. He said the idea of corporal positions came about through collective bargaining negotiations with the Santa Fe Police Officer's Association this past summer. Mr. Adams said the marshal position is proposed to be a selection and two-year assignment from the list of officers eligible to become a corporal. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to pass the first reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 7, Personnel, Code of Ordinances, City of Santa Fe, Texas, Section 6, City Administration, Subsection C, Police Department, to add the position of corporal and to provide for an increase in the classification of police officers and amending Chapter 7, Personnel, Code of Ordinances, City of Santa Fe, Texas, Section 4, Municipal Court, Subsection D(3), to recognize the city marshal/bailiff as a police corporal governed by the collective bargaining agreement and the provisions of civil service and to dispense with the second reading. The motion passed the roll call vote unanimously.

8. Consideration and possible action: Authorizing the Mayor to execute the Shared Agency Agreement between the City, Motorola, and the City of League City Consortium for shared costs of the new police CAD and RMS hardware, software, licensing, and implementation

City Manager Glen Adams said this agreement is a commitment of funding for the new police records management system in order to receive a steep discount through a bulk purchase with all the consortium's participating entities. He said we cannot afford to do this on our own so we need to participate in this funding opportunity. Mr. Adams said he thought we had until next year to budget funds for this conversion, but the project is moving quicker than initially anticipated. Motion by Councilmember Noto, seconded by Councilmember O'Brien to authorize the Police Chief to execute the Shared Agency Agreement between the City, Motorola, and the City of League City Consortium for shared costs of the new police CAD and RMS hardware, software, licensing, and implementation. The motion passed the roll call vote unanimously.

9. Consideration and possible action: Appointment of a member to fill the vacancy on the Board of Adjustment Alternate 2 unexpired position through July, 2022

Community Services Director Stacey Baker said we received one application from Alec Dobson to fill the vacancy on this board. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to appoint Alec Dobson as a member to fill the vacancy on the Board of Adjustment Alternate 2 unexpired position through July, 2022. The motion passed the roll call vote unanimously.

10. Consideration and possible action: Appointment of a member to fill the vacancy on the Planning and Zoning Commission unexpired term through May, 2022

Community Services Director Stacey Baker said staff received five applications to fill the unexpired position on the Planning and Zoning Commission that became vacant when Brandon Noto was elected to the City Council. Motion by Councilmember O'Brien, seconded by Councilmember Noto to appoint John Dickerson as a member to fill the vacancy on the Planning and Zoning Commission unexpired term through May, 2022. The motion passed the roll call vote unanimously.

11. Consideration and possible action: Adoption of a resolution casting votes for the Galveston Central Appraisal District 2022-2023 Board of Directors

Mayor Tabor said Council nominated Cheryl Johnson for this position on the Galveston Central Appraisal District Board of Directors and this resolution is to cast the ballot. Motion by Councilmember Pittman, seconded by Councilmember Noto to adopt the resolution casting all of Santa Fe's votes for Cheryl Johnson for the Galveston Central Appraisal District 2022-2023 Board of Directors. The motion passed the roll call vote unanimously.

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

Community Services Director Stacey Baker reviewed the Planning and Zoning Commission and the Board of Adjustment annual activity reports for the previous fiscal year.

13. Consideration and possible action: Authorizing execution and submission of the FY 2021 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency

City Manager Glen Adams said these reports are required in order to document funds seized, forfeited, awarded, and expensed through the Chapter 59 Code of Criminal Procedure process. He said used \$9,365 of available funds this fiscal year to purchase a truck for CID leaving a balance of \$2,668 in the account at fiscal year end. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to authorize execution and submission of the FY 2021 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency. The motion passed the roll call vote unanimously.

14. Consideration and possible action: Approving public notice of proposed projects for the Santa Fe Economic Development Corporation

City Manager Glen Adams said this public notice is required before the Santa Fe Economic Development Corporation can fund projects. He said projects proposed for funding include the comprehensive plan at a cost of \$225,000, the second year lease purchase payment on the excavator at a cost of \$78,846, and \$150,000 for a business retention and expansion program. Motion by Councilmember Pittman, seconded by Councilmember Collins to approve the public notice of proposed projects for the Santa Fe Economic Development Corporation. The motion passed the roll call vote unanimously.

17. Consideration and possible action: Authorizing City Manager to proceed with the acquisition of indoor and outdoor dome cameras for installation at the Mae S. Bruce Library

City Manager Glen Adams said staff is requesting authorization to purchase a security camera system for the library. He said the first year payment for this system falls within the \$15,000 budgeted this year and multi-year licensing expenses due in subsequent years can be included in future budget discussions. Mr. Adams said vandalism is ongoing at the library and adjacent park and this equipment will give us a tool for prosecuting vandals. Councilmember Collins expressed concern about infringing on people's liberties. Councilmember Pittman said if we commit to this purchase then we need to be prepared to prosecute infractions. Fire Marshal Tony Dauphine

said setting fires is a felony and we need to head off this criminal activity which is escalating at the library and park grounds. Motion by Councilmember O'Brien, seconded by Councilmember Noto to authorize the City Manager to proceed with the acquisition of indoor and outdoor dome cameras for installation at the Mae S. Bruce Library. The motion passed the roll call vote unanimously.

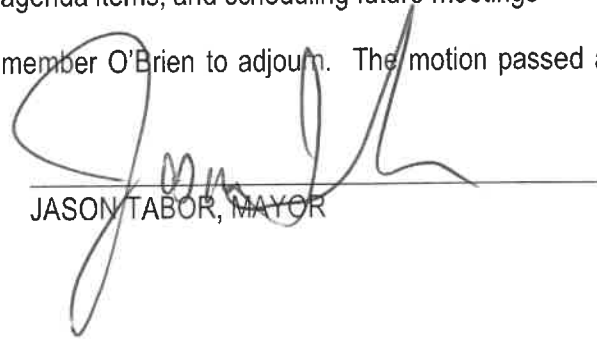
18. Consideration and possible action: Authorizing City Manager discretionary funds for Police Chief applicant relocation expenses

City Manager Glen Adams said he has received several strong candidates for the position of Police Chief. He said there may be a cost to relocate the successful candidate so he is asking for the ability to offer up to \$15,000 for relocation expenses. The consensus of Council was to bring this back to Council for consideration when a candidate is being strongly considered. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to postpone action on this item. The motion passed the roll call vote unanimously.

Announcements: Council expressed sincerest appreciation to all Veterans as we observe Veterans Day to honor those that served our country; Heritage Festival this Saturday.


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

Motion by Councilmember Noto, seconded by Councilmember O'Brien to adjourn. The motion passed and the meeting adjourned at 9:02 p.m.



JASON TABOR, MAYOR

ATTEST:



Janet L. Davis, City Secretary