

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
JULY 14, 2022 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 Pittman.

Roll Call: Present: Mayor Bill Pittman
Councilmember Jason O'Brien
Councilmember Melanie Collins
Councilmember John Dickerson
Councilmember Dana Marks

Absent: Councilmember Brandon Noto, excused

The invocation was given by Pastor Jake Bigford from First Baptist Church of Alta Loma, and Councilmember Dickerson then led those present in the Pledge of Allegiance to the U. S. Flag and to the Texas Flag.

Mayor's and City Manager's Report:

Mayor Pittman thanked the Streets Department staff for their work spent on repaving 1st Street from N. Elm Road to Scott Avenue.

1. The minutes of the 6/9/2022 regular meeting, 6/15/2022 special meeting, 6/16/2022 special meeting, 6/20/2022 special meeting, 6/23/2022 special meeting, and 6/23/2022 regular meeting were approved as presented.
2. 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

Mayor Pittman said that, in accordance with the direction given by Council in its May 31, 2022 special meeting, oral staff reports will be limited to items of special importance to the public. Routine information will still be presented in writing.

- 1) Community Services – building permits issued, fees collected, inspections performed
- 2) Parks and Community Center – park maintenance activities, center rental statistics.
- 3) Municipal Court – cases filed, revenue collected, warrants issued and cleared
- 4) Police – calls for service statistics, traffic crash analysis, use of force incidents.
- 5) Fire Marshal – inspection activities, burn ban.
- 6) Library – patron and program attendance, circulation material statistics, fines and donations collected
- 7) Street – drainage projects, street maintenance and improvement activities, equipment maintenance. Street Superintendent Billy Creppon informed Council that Avenue L has been reopened near Mulberry Farms and said that the Cemetery Road repaving project will begin in August.
- 8) Resiliency Center – counseling statistics, including new and continuing clients, for individual and family sessions

Citizen's Comments:

None.

Business:

Old Business:

1. Consideration and possible action: Consideration and possible action: Reconsideration of the June 9, 2022 award by City Council of the CDBG-MIT MOD – Administration Services contract (COSFTX-RFP/RFQ-008)

Acting City Manager/City Secretary Alun Thomas explained that there was a mathematical error made by City staff during its review of COSFTX-RFP/RFQ-008. He recommended that Council rescind the award and instead reject all bids that were received.

Motion by Councilmember O'Brien, seconded by Councilmember Collins, to rescind the award of the CDBG-MIT MOD – Administration Services contract (COSFTX-RFP/RFQ-008). The motion passed the roll call vote unanimously.

New Business:

1. Consideration and possible action: review of submitted proposals/qualifications, awarding ARPA - Real Property Acquisition services contract (COSFTX-RFP/RFQ-010), and providing and effective date

Acting City Manager/City Secretary Alun Thomas introduced the item and recommended that Council award the contract to Contract Land Staff, LLC.

Motion by Councilmember O'Brien, seconded by Councilmember Collins, to award COSFTX-RFP/RFQ-010 to Contract Land Staff, LLC upon receipt of an executed contract.

2. Consideration and possible action: Consideration and possible action: review of submitted proposals/qualifications, awarding ARPA - provide engineering/architectural/surveying services contract (COSFTX-RFP/RFQ-011), and providing and effective date

Acting City Manager/City Secretary Alun Thomas presented the item to Council and recommended that Council award the contract to BGE.

Motion by Councilmember Collins, seconded by Councilmember Dickerson, to award COSFTX-RFP/RFQ-011 to BGE upon receipt of an executed contract.

3. Consideration and possible action: review of submitted proposals/qualifications, awarding the CDBG-MIT MOD -administration contract (COSFTX-RFP/RFQ-012), and providing and effective date

Acting City Manager/City Secretary Alun Thomas introduced the item and recommended that Council award the contract to Public Management, Inc.

Motion by Councilmember O'Brien, seconded by Councilmember Dickerson, to award COSFTX-RFP/RFQ-012 to Public Management, Inc. upon receipt of an executed contract.

4. Consideration and possible action: Public hearing and first reading of an ordinance of the City of Santa Fe, Texas regarding a zoning change request, amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 2002 Edition, the official zoning map adopted under Section 3.08, by changing the zoning classification from Neighborhood Commercial (NC) to Highway Commercial (HC) a 6.682 acre portion of 65.6 acre Mulberry Farms Planned Unit Development (PUD) PUD 210301, in the city of Santa Fe, Galveston County, Texas

City Engineer Matt Johnson presented the item to Council and said that the Planning and Zoning Commission reviewed the request and recommended that Council approve the zoning change request. Acting City Manager/City Secretary Alun Thomas informed Council that the developer, Daniel Blanco, was not present at the meeting but had requested that Council approve the rezoning request on first and final reading.

Motion by Councilmember Dickerson, seconded by Councilmember O'Brien, to adopt the Ordinance on first and final reading, as presented. The motion passed the roll call vote unanimously.

5. Acceptance of the Regional Mitigation Program funding allocated to the City of Santa Fe through the Houston-Galveston Area Council's conditionally approved preliminary Method of Distribution, and authorizing the Mayor to accept such funding on behalf of the City as its designated official

Acting City Manager/City Secretary Alun Thomas explained the item, which allows the City to accept its Regional Mitigation Program funding allocation from Houston-Galveston Area Council, noting that the amount of funding that the City will receive has yet to be finalized.

Motion by Councilmember O'Brien, seconded by Councilmember Marks, to accept the Regional Mitigation Program funding allocated to the City of Santa Fe through the Houston-Galveston Area Council's conditionally approved preliminary Method of Distribution, and to authorize the Mayor to accept such funding on behalf of the City as its designated official.

6. Consideration and possible action: First reading of an Ordinance of the City of Santa Fe, Texas amending Subsection B, In and Along Streets, Roads, or Highways, of Section 4, No-Parking Zones, of Chapter 9, Traffic Code, of the City of Santa Fe Code of Ordinances by the addition of a Part 5 requiring a minimum width of a traversable travel lane next to a stopped or parked vehicle, and providing a repealer clause, a severability clause, and an effective date

City Engineer Matt Johnson presented the proposed ordinance to Council and explained that the ordinance would require at least a ten-foot traversable space next to vehicles that have parked or stopped in City rights-of-way. Acting City Manager/City Secretary Alun Thomas, Mr. Johnson, and Street Superintendent Billy Creppon addressed questions from Council, and Mr. Thomas informed Council that Police Chief Walter Braun has reviewed and approved the proposed ordinance.

Motion by Councilmember O'Brien, seconded by Councilmember Marks, to approve the first reading of the Ordinance as presented. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Appointment or reappointment of one City of Santa Fe elected official to the Bayou Animal Services Corporation board

Acting City Manager/City Secretary Alun Thomas explained that Bayou Animal Services Corporation's bylaws require that both of the City of Santa Fe's appointees to the board be elected officials, and asked that Council appoint one of the members of Council to serve alongside Mayor Pro Tem Noto on the board.

Motion by Councilmember O'Brien, seconded by Councilmember Dickerson, to appoint Councilmember Collins to the Bayou Animal Services Corporation board. The motion passed the roll call vote unanimously.

Announcements: The City will host its first public engagement event for the Comprehensive Plan on August 2, 2022 from 6:00 to 7:00 p.m. at City Hall. Members of the public are encouraged to attend and express their opinions and ideas.

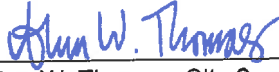
Summary of action from this agenda, request for future agenda items, and scheduling future meetings: The next regular Council meeting is currently scheduled for July 28.

Motion by Councilmember O'Brien to adjourn. The motion passed and the meeting adjourned at 7:27 p.m.



BILL PITTMAN, MAYOR

ATTEST:



Alun W. Thomas, City Secretary