

**CITY OF SANTA FE  
REGULAR COUNCIL MEETING  
APRIL 27, 2023 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 Bill Pittman.

Roll Call: Present: Mayor Bill Pittman  
Councilmember Brandon Noto  
Councilmember John Dickerson  
Councilmember Dana Marks

Absent: Councilmember Melanie Collins, excused  
Councilmember Jason O'Brien, excused

The invocation was given by Shannon Tauzer of Arcadia Baptist Church, and "Monsta" of the Alternative MC Santa Fe Chapter 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:**

1. Proclamation proclaiming May 2023 as Motorcycle Safety Awareness Month was given the Alternative MC Santa Fe Chapter by Mayor Bill Pittman.
2. Presentation by Library Director Becky McClain regarding National Library Week, Library Director Becky McClain gave a presentation.
3. 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) Finance – city finance activities (including financial reports, sales tax, balance sheet, check registers, and investment reports if applicable), and SFEDC project updates as required by Finance Director Rudy Zepeda.

**Citizens' Comments:**

Frank Trochesset who lives at 3605 Avenue F, expressed his concerns about the purchase of the Santa Fe Fire and Rescue ladder truck. The main concern of Mr. Trochesset's is that the surrounding cities already have ladder trucks and they provide their services to Santa Fe when the ladder truck is needed, he does not want the City to spend taxpayers' money on something that might not be needed. He also expressed his concerns on the crime that the Assisted Living project on Avenue F will bring in. Mr. Trochesset explained that the developer of the Assisted Living project said he would pay towards the purchase of the ladder truck and now the developer is changing his conditions and Mr. Trochesset would like to understand why.

**Business:**

**New Business:**

**1. Consideration and possible action: Regarding a request from David Scott Development, LLC for the acceptance of the public infrastructure associated with the Construction Plans for Maple Landing subdivision**

Building Official Ray Burgess explained to Council that his main concern that he wants to explain to developers is how Homeowners' Associations (HOAs) are formatted to make sure the city is protected from having to mow detention ponds. Mr. Burgess has been working with David Scott Development to provide the paperwork that goes along with the HOA, they agreed that before issuing the Certificate of Occupancy (CO) for the first house, the paperwork with the HOA had to be put in place. Mr. Burgess sent the documentation of the overall project to Travis Sellers, the City's contract City Engineer from IDS Engineering Group, who in return sent a letter to the City staff



recommending acceptance of the infrastructure. Galveston County Water Control and Improvement District No. 8 (WCID8), CenterPoint, Galveston County Drainage District No. 1, and Shellmark Engineering and Coastal Testing Lab, have each provided the City with letters stating that the construction has been in compliance with their standards. Mr. Burgess said that the final plat for the subdivision went to the Planning and Zoning Commission's Board on March 14, 2023, and was approved, not yet filed or signed. The signing would take place at the next Planning and Zoning Board meeting, if approved by Council. Mayor Bill Pittman explained he would like to see in the future the HOA restrictions with the final plat so that there is not a time delay by doing them separately. Mayor Pittman would like to see a checklist or document that ensures the developer complies with the city's right-of-way width requirements. Councilmember Noto commended Mr. Burgess on his creation of such a comprehensive check list.

Motion by Councilmember Noto, seconded by Councilmember Marks, to approve the acceptance of the public infrastructure with the Construction Plans for Maple Landing subdivision. The motion passed the roll call vote unanimously.

**2. Consideration and possible action: Release of \$25,000 to Tower Road Estates LLC for reaching the next development milestone as conditioned in the Chapter 380 Agreement between Tower Road Estates, LLC, and the City of Santa Fe adopted via Resolution Number 2020-17 on December 14, 2020**

Acting City Manager Alun Thomas explained that for each milestone Tower Road Estates, LLC reaches comes a \$25,000 payment and Tower Road Estates, LLC has reached part two of the agreement by receiving at least 15 Certificate of Occupancies and selling at least 30 lots. In order for City staff to make payment to Tower Road Estates, LLC, staff must receive approval from Council to honor the agreement.

Motion by Councilmember Marks, seconded by Councilmember Noto, to approve the release of \$25,000 to Tower Road Estates, LLC as presented. The motion passed the roll call vote unanimously.

**3. Discussion and direction: First draft of the proposed City of Santa Fe Capital Improvement Plan for 2024-2028 for inclusion in the City's Fiscal Year 2023-2024 Budget**

Acting City Manager Alun Thomas explained that the City staff has prepared a first draft of a Capital Improvement Plan for the next five years, with input from each department head on what they believe they need for their departments. Mr. Thomas explained that Capital Improvements are large expenses, buildings, equipment, etc., and not salaries or small supplies. Finance Director Rudy Zepeda answered questions from Council about funds and whether or not those funds would come from the General Fund or could be funded by the Santa Fe Economic Development Corporation (EDC). The EDC is planning to have a strategic planning meeting in June 2023, after the Comprehensive Plan is complete. Mr. Zepeda let Council know that each department head gave details and indications of what they needed for the next five years, there were only one or two things that were taken off the list because, after further internal discussion, they were deemed to not be needed. Mr. Zepeda explained the only thing he thinks we could or would take out of administration is the proposed City Hall remodeling – in the next 5 years the City would need to remodel the City Hall building due to the facility not being updated in 20 years. Of course, this expense would only be needed if the City Hall stays in this location; that is up to the Council's discretion.

Mr. Zepeda answered all questions that the Councilmembers had about the purchase of a milling machine and if it were needed. Street Superintendent Billy Creppon said that the City contract with Galveston County for street milling as needed now. Mr. Creppon explained that purchasing the milling machine also comes with needing to fund the maintenance of the machine, which can be very costly. Considering the number of streets the Streets Department is milling each year, there really is no need to purchase the machine because in the long run it is cheaper to contract with Galveston County. The Council agreed that the first draft of the Capital Improvement Plan looked good.

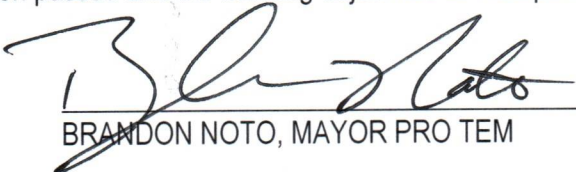
Announcements: Councilmember Noto let everyone know that on May 6, 2023, the Santa Fe Police Officers' Association is having its skeet shoot event at the Texas City Municipal Gun Range, teams of 4 are charged a \$500 entry fee. Acting City Manager Alun Thomas let everyone know that May 1, 2023, at 12:00 p.m. is the last Comprehensive Plan Advisory Committee (CPAC) meeting and encouraged people to attend to voice their opinions.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings: The next regular Council meeting is currently scheduled for May 11, 2023.

Motion by Councilmember Noto to adjourn. The motion passed and the meeting adjourned at 7:53 p.m.

ATTEST:

  
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Natalie Arnett, Assistant City Secretary

  
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BRANDON NOTO, MAYOR PRO TEM

