

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
JUNE 8, 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
Mayor Pro Tem Brandon Noto
Councilmember John Dickerson
Councilmember Dana Marks
Councilmember Jason O'Brien

Absent: None

The Invocation was given by Pastor John Elliot and the pledge to the U.S. Flag and to the Texas Flag was led by Mayor Bill Pittman.

Mayor's and City Manager's Report:

Acting City Manager Alun Thomas updated Council on the ongoing developments and their progression. Mr. Thomas informed the Council that the Fish Place is now open for business and that he has heard compliments from the public on the food and service. The final draft of the Comprehensive Plan was presented to the Planning and Zoning Commission Board at its last meeting, however, the Commissioners decided to look it over more before approving it and will revisit the approval in the July 11, 2023, meeting. Before the Comprehensive Plan can be approved by City Council there will be a Public Hearing to get the public's input. The Comprehensive Plan is available on the city website. Mr. Thomas thanked Finance Director Rudy Zepeda for his hard work preparing the draft budget. Mr. Thomas informed Council that with the addition of the Community Services Director and full time Fire Marshal the City Hall staff is fully staffed. Mr. Thomas said the Candidate Orientation that was held on May 31, 2023, had a great turnout, and thanked everyone who attended. The filing period for a Place on the Ballot is now open and applications can be turned in to the City Secretary's office, the deadline is June 25, 2023, at 5:00 p.m. sharp. Mr. Thomas informed everyone that it is hurricane season and there was a hurricane preparation meeting June 7, 2023, held by Police Chief Walter Braun, along with other important city entities, Mayor Bill Pittman, and Mayor Pro Tem Brandon Noto. Mr. Thomas concluded by announcing the City's very first Police Cadet, Christian Fonseca is graduating from the Police Academy and the City looks forward to having him onboard as a full-time officer.

1. Presentation and approval of minutes: 5/11/2023 regular meeting, 5/25/2023 special meeting, and 5/25/2023 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
 - 1) Finance – city finance activities (including cash flow, financial reports), and SFEDC project updates
 - 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 – burn permit issuance, inspection activities
 - 6) Library – patron and program attendance, circulation material statistics, fines and donations collected
 - 7) Street – drainage projects, street maintenance and improvement activities, equipment maintenance

Citizens' Comments:

None.

Business:

A. Old Business:

1. Consideration and possible action: Second and final reading of an ordinance of the City of Santa Fe, Texas, amending Subsection D, Windstorm Resistant Construction, of Section 18, Supplementary Regulations to the Building Codes, of Chapter 3, Construction Regulations, of the City of Santa Fe Code of Ordinances through the removal of the exemptions to the Subsection; and providing a repealer clause, a severability clause, and an effective date Presentation and approval of the 2022 Annual Comprehensive Financial Report for the period ended September 30, 2022

Acting City Manager Alun Thomas explained the first reading of this ordinance was approved during the last meeting on May 25, 2023. This removes the exemptions to the windstorm regulations to ensure every new building in town will withstand the wind loads as expected. Mayor Bill Pittman spoke with John from Galco Hardware, who explained that the reason the \$10,000 exception was in the regulations is because the portable buildings were not windstorm approved so previous councils put the \$10,000 limit in place which allowed citizens to still be able to purchase it. However, every building is now windstorm approved so there is no need for the \$10,000 restriction, which approval of this ordinance this restriction will remove.

Motion by Councilmember O'Brien, seconded by Councilmember Marks, to approve and adopt the ordinance for the second reading as presented. The motion passed the roll call vote unanimously.

B. New Business:

1. Consideration and possible action: Approval of Georgia Carmack as the new Community Services Director

Acting City Manager Alun Thomas explained to the council that previously there was a City Engineer, who recently resigned, and since it is a struggle to replace the City Engineer position, the City decided to hire a Community Services Director. Ms. Georgia Carmack has seven years of experience with the City of Jamaica Beach, she has lived in Santa Fe and attended school in Santa Fe as well, so she is familiar with the city, and staff believes she will be an asset to the City.

Motion by Councilmember Noto, seconded by Councilmember Dickerson, to confirm the approval of Georgia Carmack as the Community Services Director. The motion passed the roll call vote unanimously.

The Mayor and Councilmembers welcomed Community Services Director Georgia Carmack.

2. Presentation, discussion, and direction: The Pocket Market Music Fest, proposed to be held on September 30, 2023 at Joe Tambrella Park

Acting City Manager Alun Thomas received a request from the Park and Recreation Board President Rebecca Martinez requesting the Pocket Market Music Fest as an item on the agenda so Council could hear a proposed event from the owner and operator of the Pocket Market, Evelyn Hayes. Ms. Hayes explained the outcome of the Pocket Market is the promotion of local businesses, and the market is continuously growing each month. She explained the Music Fest will have different genres of music and will be held on September 30, 2023. The Music Festival post has been viewed 2,400 times online and has received positive feedback from citizens. The event is to help bring awareness and funding (80% of proceeds) to Santa Fe Family Services. Santa Fe Family Services assists families and individuals in need and has been doing so since 1974. Ms. Hayes explained that the money given by the Park Board and Recreation Board (if approved) would go towards booking the bands and the sound. Approval from council would need to be made by the end of the month, June 2023.

3. Public Hearing: Santa Fe Economic Development Corporation to the City of Santa Fe Texas for funding up to \$100,000 for the removal of substandard structures to promote economic development

Acting City Manager Alun Thomas explained to Council that the Economic Development Corporation (EDC) was to make its decision on the proposed funding during its Tuesday, June 6, 2023 meeting, however, the EDC was unable to make a quorum. This Item and Item 4 will need to be pushed back until after their next meeting, June 13, 2023. No motion was needed.

4. Consideration and possible action: First reading of a resolution authorizing the Santa Fe Economic Development Corporation to award the City of Santa Fe Texas funding up to \$100,000 for the removal of substandard structures to promote economic development

Economic Development Corporation (EDC) were to make their decision on Tuesday, June 6, 2023, however, the EDC was unable to make a quorum. This Item and Item 4 would need to be pushed back until after their next meeting, June 13, 2023. No motion was needed.

5. Consideration and possible action: Approval of a Customer Change Order from FordAV adding a second ceiling microphone to the Council Chambers' audiovisual system

Finance Director Rudy Zepeda informed Council that the broadcasting system is up and running well, except that the live streaming channel is taking some time to set up through Comcast. The idea has been brought up that another overhead microphone would be useful towards the back of the Council Chambers, above the tables set up for workshops and other Board meetings to help with the audio quality. The funding would still come from the same funds used to purchase the updated equipment which is the PEG funds; it would not come from the General Fund. Mr Zepeda told Council that there is no need for a budget amendment, as it is just a change order.

Motion by Councilmember O'Brien, seconded by Councilmember O'Brien, to authorize the approval of a Customer Change Order form as presented. The motion passed the roll call vote unanimously.

6. Consideration and possible action: Authorizing execution of a Contract for Election Services between the County Clerk, County Election Officer for Galveston County, and the City of Santa Fe for services and equipment for the August 26, 2023, special city election

Acting City Manager Alun Thomas explained that Galveston County is equipped to conduct fair and honest elections and that it has the specialized equipment that is needed. Historically, the City has contracted with Galveston County to assist in its elections as permitted under the Texas Election Code, Chapter 31, Subchapter D. There is \$15,000 already budgeted for elections this year, even though the City did not anticipate having one. However, he noted that the cost of the election depends on the number of voters who vote, so at this time there is not a total amount available for what the election will cost, but it will be between \$15,000 and \$25,000 dependent upon voter turnout and whether a Runoff Election is needed.

Motion by Councilmember O'Brien, seconded by Councilmember Noto, to approve the contract between the City of Santa Fe and Galveston County and authorize the Mayor to execute the agreement on behalf of the City as presented. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Approval of an updated Emergency Management Plan for the City of Santa Fe that is shared between Galveston County and other participating cities

Police Captain Robert Shores explained the Emergency Management Plan shared with Galveston County provides the City with the opportunity to have the County's support during the event of a hurricane or other types of disasters. The City has had this agreement with Galveston County in the past and this item is just a matter of renewing the agreement for this year.

Motion by Councilmember O'Brien, seconded by Councilmember Dickerson, to approve the Emergency Management Plan as presented. The motion passed the roll call vote unanimously.

Councilmember Noto commended Police Chief Walter Braun, Police Captain Robert Shores and Street Superintendent Billy Creppon for the Emergency Management meeting Wednesday, June 7, 2023, and being prepared in case of a hurricane.

8. Discussion and direction: Possible painting or wrapping of traffic signal controller cabinets owned by the Texas Department of Transportation (TxDOT) within the city limits of Santa Fe, Texas

Communications Specialist Laurie Tollett informed Council there are approximately (TxDOT could not provide a definitive number) 11 traffic signal controller cabinets in the city. Ms. Tollett shared photos of painted signal controller boxes in other cities to give the council an idea of what they would look like should Santa Fe choose to paint its boxes. Ms. Tollett said there is no cost to have a contract with the State in order to paint the signal controller cabinets, that the contract is up to 5 years at a time, and that the contract could be renewed for up to 15 years under current rules from the State. There is, of course, a cost if the City decided to have the cabinets returned back to their original look. Staff would like to know if Council would like to pursue this idea and if so, staff will do more research to see how to go about starting the process. Acting City Manager Alun Thomas explained that this is an easy undertaking that will not take too much effort on staff's part, and if Council is interested in pursuing the painting, staff could bring back future items to determine how would Council like to do it, such as how the boxes would look and who would do the painting. Mr. Thomas said that Texas Department of Transportation has to approve the artwork in advance to ensure it is acceptable. Council agreed that staff continue its research into the project so that the City can start the process.

9. Executive Session, closed to the public, pursuant to Chapter 551.074, Texas Government Code, regarding the appointment and employment of public officers or employees – City Manager and City Secretary

Mayor Bill Pittman recessed the regular meeting at 7:29 p.m.

Mayor Bill Pittman reconvened the regular meeting at 8:01 p.m.

10. Consideration and possible action: Matters discussed in Executive Session regarding the City Manager and City Secretary

Motion by Councilmember Noto, seconded by Councilmember O'Brien, to approve the employment agreement and promotion from Acting City Manager to City Manager for Alun Thomas as presented.

Motion by Councilmember Noto, seconded by Councilmember O'Brien, to amend the motion on the floor to amend the terms of the employment agreement such that the City will pay out any accrued and unused sick or vacation time at the end of each calendar year that exceeds more than 4 weeks in either category. The motion to amend the motion passed the roll call vote unanimously.

The amended motion passed the roll call vote unanimously.

Motion by Councilmember Noto, seconded by Councilmember O'Brien, to approve the employment agreement and promotion from Assistant City Secretary to City Secretary for Natalie Arnett with an amendment to the terms of the employment agreement such that the City will pay out any accrued and unused sick or vacation time at the end of

each calendar year that exceeds more than 4 weeks in either category. The motion passed the roll call vote unanimously.

City Manager Alun Thomas and City Secretary Natalie Arnett thanked the Council for their appointments and the trust the Council has put in them.

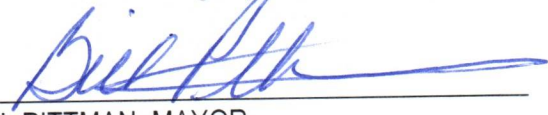
Announcements:
None.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings: The next regular Council meeting is currently scheduled for June 22, 2023.

Motion by Councilmember Noto to adjourn. The motion passed and the meeting adjourned at 8:07 p.m.

ATTEST



Natalie Arnett, City Secretary

BILL PITTMAN, MAYOR