

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
SEPTEMBER 27, 2018 7:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6
SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 7:04 p.m. by Mayor Jason Tabor.

Roll Call: Present: Mayor Jason Tabor
Mayor Pro-tem Corey Jannett
Councilmember Jason O'Brien
Councilmember Bill Pittman
Councilmember Joe Carothers
Councilmember Bubba Jannett
City Manager Joe Dickson
City Secretary Janet L. Davis
Absent: City Attorney Ellis J. Ortego, excused

The invocation was given by City Manager Joe Dickson and the pledge of allegiance to the U. S. Flag and to the Texas Flag was led by City Manager Joe Dickson.

Mayor's and City Manager's Report:

a. Mayor Tabor presented Certificates of Appreciation to Doug Hiser and his 9 art students for the Ten Feathers Indian mural painted on the south exterior wall of City Hall.

Citizens' Comments: None

Planning and Zoning Business: None

City Business (Other):

Old Business: None

New Business:

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

Community Services Director Diana Steelquist presented a summary of the Planning and Zoning Commission and the Board of Adjustment activities this past fiscal year.

2. Public Hearing: Proposed 2018/19 general fund operating budget

City Manager Joe Dickson read the budget message presenting the 2018/19 general fund operating budget in the amount of \$5,443,917. He reviewed the highlights included in this year's budget, including new capital purchases, pay scale adjustments, wage increases, new web page development, and start-up Keep Santa Fe Beautiful costs.

Mr. Dickson said we have received the actual amounts of the property and liability insurance premiums for next year which is an increase of 12 percent so we need to add \$6,000 to that line item in the proposed budget. He said we also need an additional \$4,560 for web mail hosting expenses initially underestimated during budget workshops. Mayor Tabor opened the public hearing at 7:25 p.m. There were no comments.

3. Discussion: Proposed 2018/19 general fund operating budget

There was no further discussion of the proposed 2018/19 general fund operating budget.

4. Consideration and possible action: First and final reading of an ordinance adopting the debt service fund budget for the fiscal year beginning October 1, 2018

City Manager Joe Dickson said this debt service budget is for the bond payments for the Justice Center. He said the tax rate has been calculated at \$0.0411 per \$100 to make the 2018/19 bond payments in the amount of \$264,750. Motion by Councilmember Pittman, seconded by Councilmember Carothers to pass the first and final reading of an ordinance adopting the debt service fund budget for the fiscal year beginning October 1, 2018. The motion passed the roll call vote unanimously.

5. Consideration and possible action: First and final reading of an ordinance adopting the general fund operating budget for the fiscal year beginning October 1, 2018

City Manager Joe Dickson said the general fund operating budget is in the amount of \$5,454,477 with an appropriated fund balance of \$60,727. Motion by Councilmember O'Brien, seconded by Councilmember Bubba Jannett to pass the first and final reading of an ordinance adopting the general fund operating budget for the fiscal year beginning October 1, 2018. The motion passed the roll call vote unanimously.

6. Consideration and possible action: First and final reading of an ordinance establishing the ad valorem tax rate; date when ad valorem taxes become delinquent; rate as of assessment; providing for certain exemptions; penalty and interest for delinquent taxes and savings clause

City Manager Joe Dickson said the effective tax rate has been calculated at \$0.3220 per \$100, and the additional sales tax collected has reduced the tax rate approximately 9 cents. He said Council previously discussed a maximum increase in the effective tax rate of 3 percent, and the current tax rate of \$0.3262 equates to a 1.3 percent increase in the effective tax rate. Motion by Councilmember Carothers, seconded by Councilmember Bubba Jannett to pass the first and final reading of an ordinance establishing the ad valorem tax rate of \$0.3262 per \$100; date when ad valorem taxes become delinquent; rate as of assessment; providing for certain exemptions; penalty and interest for delinquent taxes and savings clause. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Ratifying property tax revenue increase reflected in the 2018/19 general fund operating budget

City Manager Joe Dickson said the 1.3 percent increase in the effective tax rate requires a separate vote to ratify the property tax revenue increase reflected in the budget. Motion by Councilmember Carothers, seconded by Councilmember Corey Jannett to ratify the \$68,530 increase in total property tax revenue than last year's budget, of which \$39,434 is tax revenue to be raised from new property added to the tax roll this year. The motion passed the roll call vote unanimously.

8. Consideration and possible action: Appointment of members to serve on the Park and Recreation Board to fill vacant, unexpired terms

Community Services Director Diana Steelquist said the park board is comprised of 7 regular members, each member serving a two-year term. She said there are currently two vacancies on the board since Lori Marks and Linda Martin are both unable to continue serving, and staff has received three applications for new board members. Ms. Steelquist said staff recommends the appointment of David Hefner to fill the unexpired term until February, 2020, and the appointment of Karlin Higgins to fill the unexpired term until February, 2019. Motion by Councilmember O'Brien, seconded by Councilmember Corey Jannett to appoint David Hefner and Karlin Higgins as members to serve on the Park and Recreation Board to fill the vacant, unexpired terms until February, 2020, and February, 2019, respectively. The motion passed the roll call vote unanimously.

9. Consideration and possible action: First reading of an ordinance providing for the suspension or modification of certain ordinances and regulations as an emergency measure to a state of disaster due to Hurricane Harvey; and providing that this ordinance shall become effective from and after its passage and adoption

Community Services Director Diana Steelquist said we still have folks working on their homes and living in RVs or trailers while they are reconstructing or completing repairs following damage from Hurricane Harvey last year so staff is recommending continuation of the ordinance suspension as an emergency measure for an additional six months. Motion by Councilmember Carothers, seconded by Councilmember Pittman to pass the first reading of an ordinance providing for the suspension or modification of certain ordinances and regulations as an emergency measure to a state of disaster due to Hurricane Harvey; and providing that this ordinance shall become effective from and after its passage and adoption and to dispense with the second reading. The motion passed the roll call vote unanimously.

10. Consent Agenda – *(All matters listed under Consent Agenda are considered routine and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.)*

- a. Consideration and possible action: Authorizing staff to issue requests for proposals and qualifications for engineering services related to the Hurricane Harvey DR-4332 Hazard Mitigation Grant Program (HMGP) administered by the Texas Department of Emergency Management for drainage projects
- b. Consideration and possible action: Authorizing execution of Interlocal Agreement with Galveston County Drainage District No. 1 related to the Texas Department of Emergency Management Texas Hazard Mitigation Grant Program (HMGP) for drainage system improvements
- c. Consideration and possible action: Adoption of a resolution designating an engineering service provider to complete application and project-related engineering services for the Texas Department of Agriculture's 2019-2020 TX-CDBG Community Development fund

- d. Consideration and possible action: Adoption of a resolution designating an engineering service provider to complete application and project-related engineering services for the General Land Office Community Development and Revitalization CDBG Disaster Recovery fund
- e. Consideration and possible action: Adoption of a resolution designating an engineering service provider to complete application and project-related engineering services for the Texas Department of Emergency Management Texas Hazard Mitigation Assistance program
- f. Consideration and possible action: Authorizing execution of Interlocal Agreement with Galveston County WCID #8 related to the Texas Department of Agriculture's 2019-2020 TX-CDBG Community Development fund for infrastructure improvements
- g. Consideration and possible action: Authorizing execution of Interlocal Agreement with Galveston County WCID #8 related to the General Land Office Community Development and Revitalization CDBG Disaster Recovery fund for infrastructure improvements
- h. Consideration and possible action: Authorizing execution of Interlocal Agreement with Galveston County WCID #8 related to the Texas Department of Emergency Management Texas Hazard Mitigation Assistance program for public water and sewer system improvements

Director of Administrative Services Stacey Baker provided an overview of the consent agenda items. The first two items relate to a grant application for drainage projects and an Interlocal Agreement with Drainage District No. 1 for drainage system improvements. The next six items relate to three grant applications for public water and sewer infrastructure projects. These items are to designate engineering service providers for the CDBG Disaster Recovery fund, the CDBG Community Development fund, and the Hazard Mitigation Assistance fund grant projects and to authorize execution of Interlocal Agreements with WCID #8 for the infrastructure improvements. Motion by Councilmember O'Brien, seconded by Councilmember Bubba Jannett to approve all items under the consent agenda. The motion passed the roll call vote unanimously.

Announcements: None

Summary of action from this agenda, request for future agenda items, and scheduling future meetings
Community pot luck night is Sunday, September 30, from 1 p.m. to 4 p.m. at Runge Park. National Night Out is October 2.

Motion by Councilmember Pittman, seconded by Councilmember O'Brien to adjourn. The motion passed and the meeting adjourned at 7:48 p.m.

ATTEST:

JASON TABOR, MAYOR

Janet L. Davis, City Secretary