

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
DECEMBER 13, 2018 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 Corey Jannett
 Councilmember Jason O'Brien
 Councilmember Bill Pittman
 Councilmember Joe Carothers
 City Attorney Ellis J. Ortego
 City Manager Joe Dickson
 Absent: Councilmember Bubba Jannett, excused
 City Secretary Janet L. Davis, 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:

The minutes of 11/8/18 were approved as presented.

Citizens' Comments: Mr. Don Johnson reported on his past service and qualifications as a member of the Subsidence District Board of Directors and expressed his disappointment in the County's endorsement of an unqualified candidate.

Planning and Zoning Business:

Old Business:

1. Consideration and possible action: Granting/denying request by Lou Lou Hayes for a variance from Chapter 8, Subdivisions, Code of Ordinances, Subsection 6.3, for a two-lot subdivision on 2.65 acres located adjacent to 10304 North Morningview to allow lot frontage for Lot 1 via a private access easement thru Lot 2

Community Services Director Diana Steelquist said Council discussed this item last month but the applicant has asked Council to reconsider the request based upon modifications to the access easement for Lot 1 to follow the northwest property line and to widen the easement from 20 feet to 40 feet. Councilmember Pittman felt uncomfortable approving access to either property through an easement, but instead would prefer to reduce the lot frontage requirement so that both lots would have frontage on South Morningview. Ms. Steelquist said the lots could be reconfigured to provide 30' frontage access and provide at least one acre for Lot 2. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to grant the request for a variance by reducing the lot frontage from 60 feet to 30 feet for each Lot 1 and Lot 2. The motion passed the roll call vote unanimously.

New Business: None

City Business (Other):

Old Business:

1. Consideration and possible action: Adoption of a resolution committing funds for cost sharing of utility extension to Tower Road Estates in exchange for developers' request to annex the subdivision of 39.22 acres of land

Mayor Tabor said at this time the developers' offer is off the table and he requested this item be tabled until he can discuss other options with the developers. Motion by Councilmember Carothers, seconded by Councilmember O'Brien to table this item. The motion passed the roll call vote unanimously.

2. Consideration and possible action: Adoption of a resolution authorizing the execution and delivery of a lease with option to purchase agreement and related documents for acquisition of 4 new police vehicles and related equipment for the police department, 1 new vehicle and in-car radio for the city marshal, and a new dump truck and steel wheel roller for the street department

City Manager Joe Dickson said Council previously authorized staff to proceed with the purchases of those specific items included in the budget and to seek proposals for the financing. He said financing proposals were submitted by KS State Bank and Cal First National Bank at 3.92 percent and 4.25 percent respectively, and staff is recommending that the three payment plan with KS State Bank be approved for acquisition of the vehicles and equipment. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to adopt the resolution authorizing the execution and delivery of a lease with option to purchase agreement and related documents for a three payment plan with KS State Bank for acquisition of the vehicles and equipment. The motion passed the roll call vote unanimously.

New Business:

1. Consideration and possible action: Adoption of a resolution approving an annexation plan for the City
Community Services Director Diana Steelquist said this is more of a housekeeping item to clarify language that even though the city has a required annexation plan that states the city does not intend to annex anything, property not required to be included in an annexation plan could still be annexed by the city. Property requested to be annexed by the owner or property less than 100 homesites are not required to be included in an annexation plan, so this resolution would inform the public that property may be annexed by the city even if it is not part of an annexation plan. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to adopt the resolution approving an annexation plan for the City. The motion passed the roll call vote unanimously.

2. Consideration and possible action: Adoption of a resolution reviewing and approving the city's investment policy

City Manager Joe Dickson said this is the annual review of the city's investment policy. He said the investment committee is recommending a change in the investment policy to increase the maturity restriction on investments greater than 1 year from 20 percent to 35 percent of the portfolio. Mr. Dickson said this will allow staff to take advantage of higher yields offered over longer periods of time, and investments can be managed to ensure that funds are laddered for availability throughout the year. Motion by Councilmember Obrien, seconded by Councilmember Corey Jannett to adopt the resolution reviewing and approving the city's investment policy. The motion passed the roll call vote unanimously.

Minutes (cont.)

12/13/18

Page 3 of 4

3. Consideration and possible action: Adoption of a resolution approving the 2017/18 fiscal year budget amendment of the Santa Fe Economic Development Corporation

Director of Administrative Services Stacey Baker said this budget amendment recognizes additional interest and sales tax revenue and allocates funds for the utility master plan joint project with the city and the water district, along with engineering and surveying expenditures for the sewer expansion project on FM 1764. Motion by Councilmember Pittman, seconded by Councilmember O'Brien to adopt the resolution approving the 2017/18 fiscal year budget amendment of the Santa Fe Economic Development Corporation. The motion passed the roll call vote unanimously.

4. 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: Adoption of a resolution approving the Excessive Force Policy

b. Consideration and possible action: Adoption of a resolution approving the Procurement Policies and Procedures for Federal Grants

c. Consideration and possible action: Approval of the Citizen Participation Plan for the CDGB-DR program

d. Consideration and possible action: Approval of the Citizen Participation Plan for the TX-CDBG program

e. Consideration and possible action: Adoption of a resolution authorizing submission of a Community Development Block Grant Disaster Recovery (CDBG-DR) application to the Texas General Land Office authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the city's participation in the CDBG-DR Program

f. Consideration and possible action: Adoption of a resolution authorizing submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Community Development Fund and authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant Program

g. Consideration and possible action: Authorizing the Mayor to execute the Engineering Services Agreement between the City and John D. Mercer & Associates, Inc. for improvements and repairs to the waste water treatment plant and the waste water collection system

Director of Administrative Services Stacey Baker provided a summary of all the items on the consent agenda and said they are all related to the city's pending grant applications for funds for street improvements and for water system improvements. She said all the items are necessary in order for the applications to move forward in the funding process. Motion by Councilmember O'Brien, seconded by Councilmember Carothers to approve all items under the consent agenda. The motion passed the roll call vote unanimously.

Announcements: This is the last meeting of 2018.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings
The next regular meeting is scheduled for January 10, 2019.

Motion by Councilmember Pittman, seconded by Councilmember O'Brien to adjourn. The motion passed and the meeting adjourned at 7:23 p.m.

JASON TABOR, MAYOR

ATTEST:

Janet L. Davis, City Secretary