

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
NOVEMBER 8, 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 Bubba Jannett
 City Attorney Ellis J. Ortego
 City Manager Joe Dickson
 City Secretary Janet L. Davis
 Absent: Councilmember Joe Carothers, 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 10/25/18 were approved as presented..

City Manager Joe Dickson presented and reviewed the September 30, 2018, quarterly and annual investment reports noting total restricted funds in the amount of \$294,432 and total unrestricted funds in the amount of \$1,630,047.

Chief Meadows announced that after accepting letters of interest from the staff, he has selected and appointed Robert Shores as Police Captain.

Citizens' Comments: None

Planning and Zoning Business:

Old Business: None

New 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 Ms. Hayes has requested a variance from the lot frontage requirement for a proposed two-lot subdivision at the end of North Morningview. She said Ms. Hayes would like to divide out a portion of Lot 1 to allow her son to build a home, but doing so would then only allow access to Lot 1 through a private access easement through Lot 2. Ms. Steelquist said she could secure a building permit now if

Minutes (cont.)

she did not want to subdivide the property, but she only wants to give her son one acre and not the entire 2.6 acres. Councilmember Pittman asked if the fire department has a problem getting to the existing guest house with no address? He was also concerned about what would happen when Lot 2 sells and the new owner doesn't want to allow access to Lot 1? A representative of the fire department said a gravel road could cause a problem for a loaded fire truck but it may be possible to access the guest house or a new house from a paved road using multiple hoses. Councilmember Pittman asked if the layout of the proposed subdivision could be revisited to avoid access through a private easement and then brought back to Council for consideration? Motion by Councilmember Pittman, seconded by Councilmember Bubba Jannett to deny the 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. The motion passed the roll call vote unanimously.

City Business (Other):

Old Business: None

New Business:

1. Consideration and possible action: Appointment/reappointment of members to serve on the Zoning Board of Adjustment for a an unexpired term through July, 2019 to fill the vacancy created by the election of Jason Tabor as Mayor and for two-year terms to expire July, 2020

Community Services Director Diana Steelquist said there is one vacancy on the Planning and Zoning Commission and the term of three members expired in July, 2018, but wish to be reappointed. Motion by Councilmember O'Brien, seconded by Councilmember Pittman to reappoint Scott Eckenrode, Beverly Pruitt, and Ron Istre for a two-year term to expire July, 2020, and to appoint Claude Hoke for an unexpired term through July, 2019, to fill the vacancy created by the election of Jason Tabor as Mayor. The motion passed the roll call vote unanimously.

2. Public Hearing: CDBG Programs administered by the Texas Department of Agriculture and the Texas General Land Office to discuss the citizen participation plan, local housing, community development and Hurricane Harvey disaster recovery needs, available funding, eligible activities, past use of funds, and development of CDBG applications

Director of Administrative Services Stacey Baker said Kelly of GrantWorks, our grant administrator, is present to answer any questions about the city's CDBG program applications and to discuss the citizen participation plan and other elements of the grant funding process. She said the city has submitted an application for \$350,000 for water and infrastructure projects and \$1.4M for infrastructure projects under the Harvey disaster recovery assistance program, but these projects must target areas with low to moderate income residents to qualify for funding. This public hearing is to inform the citizens that we intend to apply for these grant funds for eligible projects and to encourage citizen discussion and participation in the grant process. Mayor Tabor opened the public hearing at 7:35. Upon no comments, the public hearing was closed.

3. Consideration and possible action: Authorizing execution of amended 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

Director of Administrative Services Stacey Baker said the agreement between the city and the drainage district for drainage system improvements has been modified and both entities' legal counsel have approved the change regarding the district's performance. Motion by Councilmember O'Brien, seconded by Councilmember Bubba Jannett to authorize execution of the amended 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. The motion passed the roll call vote unanimously.

4. Consideration and possible action: Adoption of a resolution authorizing the submission of multiple Hazard Mitigation Assistance grant applications for DR-4332 and appointing the City Manager as the Chief Executive Officer and authorized representative to act in all matters in connection with the FEMA Mitigation grants

Director of Administrative Services Stacey Baker said this resolution authorizing the submission of HMA grant applications and designating a city representative to conduct matters related to the grant programs is a required component in the grant process. Motion by Councilmember Bubba Jannett, seconded by Councilmember Corey Jannett to adopt the resolution authorizing the submission of multiple Hazard Mitigation Assistance grant applications for DR-4332 and appointing the City Manager as the Chief Executive Officer and authorized representative to act in all matters in connection with the FEMA Mitigation grants. The motion passed the roll call vote unanimously.

5. Consideration and possible action: Adoption of a resolution committing the City of Santa Fe to provide the 25 percent local matching funds to secure and complete the FEMA Hazard Mitigation grant projects for drainage and detention and waste water treatment plant facility resilience

City Manager Joe Dickson said the city has \$1.4M in grant funds available to us for infrastructure projects. He said in the event the required match is not available through another funding source, the city can deny acceptance of the grant, mainly for street improvements in qualified areas. Mr. Dickson said a door-to-door survey will be conducted within the city to determine and document low to moderate income areas. Motion by Councilmember Corey Jannett, seconded by Councilmember O'Brien to adopt the resolution committing the City of Santa Fe to provide the 25 percent local matching funds to secure and complete the FEMA Hazard Mitigation grant projects for drainage and detention and waste water treatment plant facility resilience. The motion passed the roll call vote unanimously.

6. Consideration and possible action: Authorizing execution and submission of the FY 2018 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency

Police Chief Philip Meadows said the balance in our seized fund account at the beginning of this fiscal year was \$2230. During the 2017/18 fiscal year, additional funds were seized and some funds were ordered by the court to be returned to the defendant and also forfeited to the city. The ending balance in the seized fund account on September 30, 2018, was \$3,355, and this activity must be reported to the oversight authority. Motion by Councilmember Bubba Jannett, seconded by Councilmember Corey Jannett to authorize execution and submission of the FY 2018 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Authorizing the Mayor and Police Chief to execute the Mutual Aid Law Enforcement Agreement between the Municipalities of Galveston County and the County of Galveston for mutual support during disaster operations and other unforeseen events

Police Chief Philip Meadows said the Sheriff has coordinated this Mutual Aid Agreement between the county and local municipalities to allow the city to request or to provide mutual assistance between the participating entities for disaster operations and other unforeseen events. Motion by Councilmember O'Brien, seconded by Councilmember Corey Jannett to authorize the Mayor and Police Chief to execute the Mutual Aid Law Enforcement Agreement between the Municipalities of Galveston County and the County of Galveston for mutual support during disaster operations and other unforeseen events. The motion passed the roll call vote unanimously.

8. 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

City Manager Joe Dickson said Mr. Greg Slone is currently developing Tower Road Estates on 39 acres west of Tower Road outside the city limits. He said the developers have run water and sewer to the property at a cost of over \$430,000, and they have offered to request the city to annex the property if we contribute \$100,000 to the infrastructure cost. Mr. Dickson said the city could collect an estimated \$100,000 in development permit fees for the anticipated 59 homes that would be built, and annual property tax revenue on those homes is estimated at \$50,000. Councilmember Pittman said the estimated revenue would not be collected right away as all the homes will not be built immediately. Mr. Pittman said he has developed several subdivisions in and out of the city with no funding assistance provided by the city. Councilmember O'Brien said he understands Mr. Pittman's concerns, but said this may be a good move for the city in the long run. Councilmember Bubba Jannett questioned the fairness of this proposed transaction as compared to other developers. Mr. Dickson said the annexation process is much easier and quicker if requested by the developer as opposed to preparing a 3 to 5 year annexation plan and dealing with multiple residents at a later date. City Attorney Ellis Ortego said the property proposed for annexation must be contiguous to the current city limits and there is some question about whether this property is considered to be contiguous based upon the public Tower Road right-of-way. Mr. Ortego said he can research this issue since it was just raised and get back to Council. Motion by Councilmember O'Brien, seconded by Councilmember Corey Jannett to table this item for further review by the City Attorney. The motion passed the roll call vote three to one. Those voting for: Councilmember Corey Jannett, Councilmember O'Brien, and Councilmember Bubba Jannett. Those voting against: Councilmember Pittman.

Announcements: Heritage Festival this weekend at Runge Park.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings
The next regular meeting is scheduled for December 13.

Motion by Councilmember Bubba Jannett, seconded by Councilmember Pittman to adjourn. The motion passed and the meeting adjourned at 8:05 p.m.

ATTEST:

JASON TABOR, MAYOR

Janet L. Davis, City Secretary