

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
NOVEMBER 12, 2015 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 Jeff Tambrella.

Roll Call: Present: Mayor Jeff Tambrella
 Mayor Pro-tem Bubba Jannett
 Councilmember Pat McCrary
 Councilmember Joe Carothers
 Councilmember Corey Jannett
 Councilmember Charles Coleman
 City Attorney Ellis J. Ortego
 City Manager Joe Dickson
 City Secretary Janet L. Davis

The invocation was given by 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. The minutes of 10/8/15 and 10/22/15 were approved as presented.
- b. The September 30, 2015, quarterly and annual investment reports were presented with a summary of restricted and unrestricted investments.
- c. Mayor Jeff Tambrella and City Manager Joe Dickson attended the ICSC conference last week in San Antonio, Texas, to promote our city in an attempt to attract new business ventures.

Citizens' Comments:

Planning and Zoning Business:

Old Business: None

New Business:

- 1. Consideration and possible action: Public hearing and first reading of an ordinance of the City of Santa Fe, Texas, amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 2002 Edition, amending Article 2, Definitions, to clarify the definition of a parking space and paving; amending Article 6, Off Street Parking, Section 6.01.07, Parking Area Standards, to clarify parking area surface requirements**

Minutes (cont.)

Mayor Tambrella opened the public hearing at 7:09 p.m., and after no comments were made, he closed the public hearing. Community Services Director Diana Steelquist said this proposed amendment resulted because of a code enforcement issue on FM 646 N. Our ordinance requires a dust-free parking surface and this amendment will provide more information as to what the city requires and considers dust-free. Motion by Councilmember Carothers, seconded by Councilmember McCrary to pass the first reading of an ordinance of the City of Santa Fe, Texas, amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 2002 Edition, amending Article 2, Definitions, to clarify the definition of a parking space and paving; amending Article 6, Off Street Parking, Section 6.01.07, Parking Area Standards, to clarify parking area surface requirements. The motion passed the roll call vote unanimously.

City Business (Other):

Old Business:

1. Consideration and possible action: Adoption of a resolution casting votes for the Galveston Central Appraisal District 2016 – 2017 Board of Directors

City Manager Joe Dickson said Council previously submitted nominations of candidates to serve on the Galveston Central Appraisal District Board of Directors. In order to be elected, a candidate must receive 834 votes. The City of Santa Fe has 18 votes. Motion by Councilmember Bubba Jannett, seconded Councilmember Corey Jannett to adopt the resolution casting the city's 18 votes for Roney McCrary for the Galveston Central Appraisal District 2016 – 2017 Board of Directors. The motion passed the roll call vote unanimously.

New Business:

1. Consideration and possible action: Authorizing execution of Agreement for Collection Services between Linebarger Goggan Blair & Sampson LLP and the City of Santa Fe for collection of delinquent property taxes, delinquent municipal court fees and fines, and special assessment liens

City Manager Joe Dickson said we currently have a contract with the Galveston County Tax Office for the collection of the city's property taxes. The county has a contract with Linebarger for the collection of delinquent property taxes. If the county were to make a change in their tax collection attorney, this agreement would allow us to continue our relationship with Linebarger for delinquent collection services. Linebarger also provides collection services for the city's delinquent municipal court fees. Mr. Mark Ciavaglia of Linebarger Goggan Blair & Sampson LLP said they have represented the city for collection of delinquent property taxes for years and most recently began collection for municipal court warrants. He said from 2005 to the current, they have maintained a 99.22 percent collection rate for property taxes. Councilmember Coleman asked about the fee and Mr. Ciavaglia said the collection fee is added on to the amount owed by the taxpayer or defendant so there is no cost to the city. Motion by Councilmember McCrary, seconded by Councilmember Carothers to authorize execution of the Agreement for Collection Services between Linebarger Goggan Blair & Sampson LLP and the City of Santa Fe for collection of delinquent property taxes, delinquent municipal court fees and fines, and special assessment liens. The motion passed the roll call vote unanimously.

2. Consideration and possible action: Approval of Change Order 1 pertaining to the Texas Community Development Block Grant Disaster Recovery Program, Contract 7214401, revising the quantities to as-built for the final contract amount

City Manager Joe Dickson said the Texas Department of Agriculture awarded disaster recovery funds for this water line project, and the as-built project total is \$261,275, a decrease of \$10,340 that can go towards another small project. Motion by Councilmember Bubba Jannett, seconded by Councilmember Carothers to approve Change Order 1 pertaining to the Texas Community Development Block Grant Disaster Recovery Program, Contract 7214401, revising the quantities to as-built for the final contract amount. The motion passed the roll call vote unanimously.

3. Consideration and possible action: Approval of Change Order 3 pertaining to the Texas Community Development Block Grant Disaster Recovery Program, Contract 13-078-000-7101, Round 2.2, increasing the construction time to July 1, 2016

City Manager Joe Dickson said the Texas General Land Office awarded disaster recovery funds for this sewer line rehabilitation project and this change order will extend the construction end date by 243 days to July 1, 2016. Motion by Councilmember Coleman, seconded by Councilmember Corey Jannett to approve Change Order 3 pertaining to the Texas Community Development Block Grant Disaster Recovery Program, Contract 13-078-000-7101, Round 2.2, increasing the construction time to July 1, 2016. The motion passed the roll call vote unanimously.

4. Consideration and possible action: Authorizing execution and submission of the FY 2015 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency

Police Chief Kenneth Campbell said this asset forfeiture reporting period began with a balance of \$5,380.37 and we spent all funds on the second lease purchase payment for the cameras at the Justice Center. He said we have been awarded two vehicles and the proceeds from the sale of those will be deposited into the seized fund account. He said we have also seized \$1,234 in cash and one other vehicle but those funds and vehicle have not been awarded to us yet. Chief Campbell also reported that there was no Chapter 59 asset forfeiture activity in the Fire Marshal's office. Motion by Councilmember Carothers, seconded by Councilmember Coleman to authorize execution and submission of the FY 2015 Chapter 59 Asset Forfeiture Reports by Law Enforcement Agency. The motion passed the roll call vote unanimously.

5. Consideration and possible action: Awarding bid for lighted digital marquee LED message center

City Manager Joe Dickson reviewed a summary of the bids received for the lighted digital marquee message center. He said our current marquee is 6' X 10', comprised of a 3' X 10' logo area and a 3' X 10' message center, and is a 32 mil. Mr. Dickson said State Sign Corp. made a mistake in the 20 mil 4' X 10' quotes and he provided the correct costs to Council. He said Gillaspia Signs submitted a different bid, lower than the original bid, after the deadline and that bid has been rejected. Mr. Dickson said most contractors felt that we only need a 20 mil. sign, and Signs Plus submitted the lowest bid for that sign type and indicated they would use a local installer. He said we can reject all these bids and re-bid if we choose to do so. Council narrowed the field to a 4' X 10' 20 mil. RED LED message center, rather than the multi-colored sign, at a cost of \$21,386 plus \$989 for the new lighting on the existing logo sign. Motion by Councilmember Bubba Jannett, seconded by Councilmember Corey Jannett to award the bid for the 20 mil. 4' X 10' lighted digital marquee RED LED message center and new logo sign lighting to Signs Plus. The motion passed the roll call vote unanimously.

Minutes (cont.)

11/12/15

6. 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 four police vehicles, a digital in-car video system with four in-car cameras, an excavator and a used pickup truck for use in the park department

City Manager Joe Dickson said there were two major oversights during the budget process. He said staff omitted the allocation of funds to purchase the vehicle extended warranties and the new radar units for the vehicles. Mr. Dickson staff has included these items in the financing summary if Council should decide to approve these items for purchase. He said the current radar units were purchased in 2003. Mr. Dickson said the best proposal was submitted by Baystone Government Finance/Kansas State Bank with an interest rate of 2.16 percent for Schedule 1 and 2.39 percent for the gradall acquisition on Schedule 2. The gradall quote is for 4 and 5 annual payments depending upon whether Council wants to save interest with the reduced 4-payment lease or lower the annual payment with the 5-payment lease. Motion by Councilmember Carothers, seconded by Councilmember McCrary to adopt the resolution authorizing the execution and delivery of a lease with option to purchase agreement and related documents with Kansas State Bank for the acquisition of four police vehicles with extended warranties, a digital in-car video system with four in-car cameras, four radar units, an excavator and a used pickup truck for use in the park department. The motion passed the roll call vote unanimously.

7. Consideration and possible action: Adoption of a resolution amending the Investment Policy pertaining to continuing training requirements

City Manager Joe Dickson said the State Legislature reduced the subsequent training requirements for investment officers from 10 hours every 2 years to 8 hours every 2 years and provided an exemption from subsequent training if the city does not invest municipal funds or only deposits funds in interest-bearing deposit accounts or certificates of deposit. He said this resolution changes our local policy to reflect the changes made by the state in the investment officer subsequent training requirements. Motion by Councilmember McCrary, seconded by Councilmember Carothers to adopt the resolution amending the Investment Policy pertaining to continuing training requirements. The motion passed the roll call vote unanimously.

Announcements:

Summary of action from this agenda, request for future agenda items, and scheduling future meetings
The Heritage Festival is this Saturday at Runge Park and Santa Fe Fire and Rescue will have their BBQ dinner fundraiser on Sunday at the fire station.

Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to adjourn. The motion passed and the meeting adjourned at 8:00 p.m.

JEFF TAMBRELLA, MAYOR

ATTEST:

Janet L. Davis, City Secretary