

**CITY OF SANTA FE  
REGULAR COUNCIL MEETING  
OCTOBER 22, 2015      7:00 P.M.  
COUNCIL CHAMBERS  
12002 HWY. 6  
SANTA FE, TEXAS**

**MINUTES**

The meeting was called to order at 7:01 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 City Attorney Ellis J. Ortego City Manager Joe Dickson Director of Administrative Services Pam Wood
	Absent:	Councilmember Charlie Coleman, excused City Secretary Janet L. Davis, excused

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. Community Services Director Diana Steelquist presented the 2014/15 Annual Reports of the Planning and Zoning Commission and the Board of Adjustment.

Citizens' Comments:

Planning and Zoning Business:

Old Business: None

New Business:

**1. Consideration and possible action: Granting/denying request by D & D Brothers, LLC, and Mary Auzston to abandon a portion of the unopened 2<sup>nd</sup> Street right-of-way between Jackson and Peck**  
Community Services Director Diana Steelquist said the Planning and Zoning Commission held a public hearing regarding this request and then unanimously recommended abandonment of the right-of-way. Property owners within 200 feet and all utility companies were notified of the request and no objections were received. Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to grant the request by D & D Brothers, LLC, and Mary Auzston to abandon a portion of the unopened 2<sup>nd</sup> Street right-of-way between Jackson and Peck. The motion passed the roll call vote unanimously.

**2. Consideration and possible action: Granting/denying request by Joel Jones for a variance from Chapter 8, Subdivisions, Code of Ordinances, Subsection 6.3.E.2, requesting a reduction in cul-de-sac road lengths for the proposed Meadows of Santa Fe Subdivision located at the west end of Maple in the City of Santa Fe, Texas**

Community Services Director Diana Steelquist said Mr. Jones recently received approval to rezone his 30 acre tract behind the Santa Fe High School from AR to R1 to allow a higher density development for his proposed 84-lot residential subdivision. Mr. Jones is now requesting a reduction in the required road lengths because the cul-de-sacs proposed in this new development will be shorter than the 400 feet requirement. The Planning and Zoning Commission held a public hearing and unanimously recommended approval of the variance. At the public hearing, Mr. Jeff Kelum addressed the Commission regarding his concerns about drainage and flooding as a result of the development. Drainage District Commissioner Dennis Wagner said shorter road lengths would actually benefit the drainage in the area. Council asked about emergency vehicle access and Fire Marshal Tony Dauphine said shorter streets are actually more beneficial for emergency access. Motion by Councilmember Carothers, seconded by Councilmember Corey Jannett to grant the request by Joel Jones for a variance from Chapter 8, Subdivisions, Code of Ordinances, Subsection 6.3.E.2, requesting a reduction in cul-de-sac road lengths for the proposed Meadows of Santa Fe Subdivision located at the west end of Maple in the City of Santa Fe, Texas. The motion passed the roll call vote unanimously.

City Business (Other):

Old Business:

**1. Consideration and possible action: Authorizing Mayor to execute Resale Deed conveying 0.151 acres on Highway 6 next to the Santa Fe Chiropractic Center, being Lots 7, 8, 9, 10, & 11, Block 13, Alta Loma Townsite, Galveston County, Texas, to Dr. Ralleen Glasin-Barfoot**

City Manager Joe Dickson said we discussed the sale of this property at a previous meeting when Council asked staff to speak with the school about sharing the proceeds of the sale to offset the city's lien placed on the property several years ago for substandard structure abatement expenses. Superintendent Leigh Wall discussed this request with the school board who denied the request. He said if we approve this sale we will not receive any funds to offset our expenses, but we will at least get the property back on the tax roll. Motion by Councilmember McCrary, seconded by Councilmember Carothers to authorize the Mayor to execute the Resale Deed conveying 0.151 acres on Highway 6 next to the Santa Fe Chiropractic Center, being Lots 7, 8, 9, 10, & 11, Block 13, Alta Loma Townsite, Galveston County, Texas, to Dr. Ralleen Glasin-Barfoot. The motion passed the roll call vote unanimously.

**2. Consideration and possible action: Authorizing Mayor to execute agreement for retail recruiting services**

City Manager Joe Dickson said Buxton's representative is very responsive to our requests for information and in pursuit of our business. He said Buxton has provided a three-year contract at a fee of \$50,000, with \$25,000 due this fiscal year and the remaining \$25,000 paid during the 2016/17 fiscal year. After the first year, we can request a complete refresh for another \$50,000, we can go with the Scout iPad and continue

to use it for \$20,000, or we can cancel the contract and the cancellation fee has been waived. If our demographics do not change much, we may not need to completely refresh or continue use of the Scout iPad. Mr. Dickson also said Buxton will still service current and past clients at the annual ICSC conference regardless of a contract in effect. Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to authorize the Mayor to execute the agreement with Buxton for retail recruiting services. The motion passed the roll call vote unanimously.

New Business:

**1. Discussion: Presentation by Director Don Johnson of Harris-Galveston Subsidence District annual activities and operations**

Mr. Johnson spoke about the local regulatory unit's direction to increase the budget dramatically over the next few years, specifically to include a new Science and Research effort and major building renovations, among other costly items. He said there are 19 members on the board, 5 of those from Galveston County, and he encouraged our continued involvement to ensure that fiscally conservative representatives are appointed to serve on the board. Mr. Johnson said another appointment will be coming up in January, 2016, and he recommended appointment of Shannon Lucas, someone he feels understands the activities and operations of the district and is fiscally conservative, like himself.

**2. Consideration and possible action: Awarding bid and authorizing Mayor to execute contract for tree uplighting and new light in one pavilion at the Joe A. Tambrella park**

Community Services Director Diana Steelquist said the Park Board is working with the Friends of the Library and the Chamber to upgrade the Joe A. Tambrella park. The proposal is to install LED lights and electrical outlets on the 6 trees located near the playground. The outlets will be used to energize Christmas lights in the trees. Additionally proposed is the installation of interior lighting and an LED wall pack to illuminate the basketball court area. Additional lighting will allow more area of the park to be used during Christmas activities. Ms. Steelquist said staff submitted a written scope of work to the BuyBoard Cooperative, but we only received two bids for this electrical work with Watson Electric submitting the lower of the two bids. A budget amendment will be required to appropriate funds from the community park fee for this project. Motion by Councilmember Corey Jannett, seconded by Councilmember McCrary to award the bid to Watson Electric and to authorize the Mayor to execute the contract for tree uplighting and a new light in one pavilion at the Joe A. Tambrella park. The motion passed the roll call vote unanimously.

**3. Consideration and possible action: Adoption of a resolution amending the permit fee schedule to change the fees charged for fire prevention permits**

Fire Marshal Tony Dauphine said this is the recommended change in the permit fee schedule that we discussed during budget workshops. We are proposing a burn permit fee of \$10 for a 60-day duration to hopefully curb the repeat permittees who hold a burn permit but never burn. Mr. Dauphine said he is also proposing an annual permit fee of \$50 if certain criteria is met. He said we plan to provide advance notification of the change in the fees before they become effective. Motion by Councilmember Bubba Jannett, seconded by Corey Jannett to adopt the resolution amending the permit fee schedule to change the fees charged for fire prevention permits. The motion passed the roll call vote unanimously.

**4. Consideration and possible action: First reading of an ordinance amending Chapter 5, Fire Protection, Code of Ordinances, by adding Section 6, Fire Lanes, including definition, specifications, and penalties; having a severability clause**

Fire Marshal Tony Dauphine said we currently have a city fine for fire lane violations. He said although the city has adopted the International Fire Code and Life Safety Code which requires fire apparatus access roads to ensure the public health and safety of our citizens, we do not have local specifications for fire lanes nor for penalties for violations. Motion by Councilmember McCrary, seconded by Councilmember Carothers to pass the first reading of an ordinance amending Chapter 5, Fire Protection, Code of Ordinances, by adding Section 6, Fire Lanes, including definition, specifications, and penalties; having a severability clause. The motion passed the roll call vote unanimously.

**5. Consideration and possible action: Adoption of a resolution approving the City of Santa Fe Section 4B Economic Development Corporation 2014/15 budget amendment**

Director of Administrative Services Pam Wood said the EDC Board approved these year-end budget amendments and are requesting city approval of these 2014/15 amendments. Motion by Councilmember Carothers, seconded by Councilmember Corey Jannett to adopt the resolution approving the City of Santa Fe Section 4B Economic Development Corporation 2014/15 budget amendment. The motion passed the roll call vote unanimously.

**6. Consideration and possible action: Adoption of a resolution approving the City of Santa Fe Section 4B Economic Development Corporation 2015/16 budget**

Director of Administrative Services Pam Wood said the EDC Board adopted the 2015/16 budget in the amount of \$622,732, with a beginning fund balance of \$2,709,257 and an expected ending fund balance of \$2,667,725. There are three projects in the works at the moment, specifically the Southern California Valve water line, the convenience store at Tower Road and Hwy. 6, and the ongoing widening project on FM 646 between FM 1764 and Hwy. 6. A waterline extension project on FM 646 north is under consideration. Motion by Councilmember Bubba Jannett, seconded by Councilmember Carothers to adopt the resolution approving the City of Santa Fe Section 4B Economic Development Corporation 2015/16 budget. The motion passed the roll call vote unanimously.

**7. Consideration and possible action: Ratifying approval of Amendment 1 pertaining to the Texas Community Development Block Grant Disaster Recovery Program Contract 7214401, revising the performance statement and budget**

Director of Administrative Services Pam Wood said this amendment revises the performance statement to include replacing a water line on 12<sup>th</sup> Street between Avenue H and Avenue I. Motion by Councilmember McCrary, seconded by Councilmember Carothers to ratify approval of Amendment 1 pertaining to the Texas Community Development Block Grant Disaster Recovery Program Contract 7214401, revising the performance statement and budget. The motion passed the roll call vote unanimously.

**8. Consideration and possible action: Adoption of a resolution designating a representative and an alternate representative to the Houston-Galveston Area Council 2016 General Assembly**

City Manager Joe Dickson said our representatives have typically been the Mayor as the representative and the Mayor Pro-tem as the alternate representative. Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to adopt the resolution designating the Mayor as representative and the Mayor Pro-tem as alternate representative to the Houston-Galveston Area Council 2016 General Assembly. The motion passed the roll call vote unanimously.

**9. Consideration and possible action: Authorizing staff to seek bids for diesel fuel and street materials**

Motion by Councilmember Carothers, seconded by Councilmember Corey Jannett to authorize staff to seek bids for diesel fuel and street materials. The motion passed the roll call vote unanimously.

Announcements: Homecoming game tomorrow night.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings  
The next meeting is tentatively scheduled for November 12, 2015.

Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to adjourn. The motion passed and the meeting adjourned at 8:01 p.m.

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JEFF TAMBRELLA, MAYOR

ATTEST:

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Janet L. Davis, City Secretary