

**CITY OF SANTA FE  
REGULAR COUNCIL MEETING  
FEBRUARY 10, 2011 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 Ralph Stenzel.

Roll Call: Present: Mayor Ralph Stenzel  
Mayor Pro-tem Joe Carothers  
Councilmember Jeff Tambrella  
Councilmember Bubba Jannett  
Councilmember Pat McCrary  
Councilmember Jim Abney  
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 Councilmember Jim Abney.

City Manager's Report:

- a. The minutes of 12/9/10, 1/13/11, and 1/27/11 were approved as presented.
- b. Mr. Dickson reviewed the investment report and financial statement for the quarter ending 12/31/10.
- c. Mayor Stenzel presented a Certificate of Appreciation to outgoing Park Board member Joe A. Tambrella and a Recognition plaque to 25 year employee Benny Davis.

Planning and Zoning Business:

Old Business: None

New Business:

1. Consideration and possible action: Public hearing and First reading of an ordinance amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 2002 Edition, the official zoning map adopted under Section 3.08, by changing the zoning classification from Highway Commercial (HC) to Single Family Residential (R-1) for 0.688 acres out of 1.976 acres located at 3938 N FM 646, City of Santa Fe, Galveston County, Texas

Community Services Director Diana Steelquist said this is a request to rezone a portion of a corner commercial tract at FM 646N and 6<sup>th</sup> Street for four residential lots to face 6<sup>th</sup> Street. There is currently one residence on the property and the applicant has been unsuccessful in developing the property commercially. Since commercial lots cannot be divided for residential use, a zone change has been requested for a portion of the tract. The Planning and Zoning Commission unanimously recommended approval of the requested zone change. Mayor Stenzel opened the public hearing at 7:12 p.m. and closed the public hearing shortly thereafter with no comments by the public. Motion by Councilmember Tambrella, seconded by Councilmember Carothers to pass the first reading of an ordinance amending Ordinance No. 02-03, commonly known as the City of Santa Fe Unified Development Code, or the Santa Fe Zoning Ordinance, 2002 Edition, the official zoning map adopted under Section 3.08, by changing the zoning classification from Highway Commercial (HC) to Single Family Residential (R-1) for 0.688 acres out of 1.976 acres located at 3938 N FM 646, City of Santa Fe, Galveston County, Texas. The motion passed the roll call vote unanimously.

**2. Consideration and possible action: First reading of an ordinance amending Chapter 3, Construction Regulations, Code of Ordinances, City of Santa Fe, Section 18, Supplementary Regulations to the Building Codes, by amending windstorm certificate of compliance requirements for accessory buildings; providing penalties and severability**

Community Services Director Diana Steelquist said this topic came up during a Building Standards Commission meeting. She said our ordinance currently requires windstorm certification on accessory structures with a value over \$3,000; however, it is impossible to find an engineer that will certify portable buildings. Therefore, an ordinance amendment has been prepared to clarify that portable accessory buildings will be exempt from windstorm requirements, and these structures, instead, will be required to be tied down and anchored to the ground in a manner acceptable to the city. These portable buildings are built off site to engineering standards for windstorm but anchoring the building to the ground is the problem in obtaining windstorm certification. The manufactured housing industry has some guidelines for anchoring that will assist staff during the inspection process. Motion by Councilmember Abney, seconded by Councilmember Carothers to pass the first reading of an ordinance amending Chapter 3, Construction Regulations, Code of Ordinances, City of Santa Fe, Section 18, Supplementary Regulations to the Building Codes, by amending windstorm certificate of compliance requirements for accessory buildings; providing penalties and severability. The motion passed the roll call vote unanimously.

City Business (Other):

Old Business: None

New Business:

**1. Consideration and possible action: Approval of the Warrant Amnesty Program for the period March 1, 2011, through April 30, 2011**

Municipal Court Administrator Cheryl Hopf said the court would like to again sponsor a warrant amnesty program for March and April to coincide with the DPS program. She said the defendant would have to pay the original fine amount but the violate promise to appear charge would be dismissed. Mrs. Hopf said our

program in August and September, 2010, was successful considering it was our first one with \$5,198 collected during that period. We are hoping for even better results this time. Motion by Councilmember Tambrella, seconded by Councilmember McCrary to approve the Warrant Amnesty Program for the period March 1, 2011, through April 30, 2011. The motion passed the roll call vote unanimously.

**2. Consideration and possible action: First reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 1, General Provisions, Code of Ordinances, City of Santa Fe, Texas, by adding Section 24, Payment of Fees and Other Charges, authorizing the payment of fees, fines, court costs, and other charges to the City of Santa Fe by cash, personal check, cashier's check, money order, or credit cards, as appropriate; imposing a 5 percent convenience fee on payment by credit cards; authorizing the collection of service charges; authorizing contracts for collection and seizure of outdated or unauthorized credit cards and the collection of charges for the return of said cards; making other findings and provisions related to the subject; repealing all ordinances or parts of ordinances in conflict with this ordinance; providing a savings clause; and providing for severability**

Municipal Court Administrator Cheryl Hopf said our new program, Incode for municipal court, is capable of processing payments for fines by credit card. City Manager Joe Dickson said this ordinance will also allow payments by credit card for other departments when each department is ready for that. This ordinance does authorize a 5 percent fee on credit card payments, so there will be no cost to the city for this service. Our auditor has been consulted and our attorney has approved the form and content of the ordinance. Motion by Councilmember McCrary, seconded by Councilmember Tambrella to pass the first reading of an ordinance of the City of Santa Fe, Texas, amending Chapter 1, General Provisions, Code of Ordinances, City of Santa Fe, Texas, by adding Section 24, Payment of Fees and Other Charges, authorizing the payment of fees, fines, court costs, and other charges to the City of Santa Fe by cash, personal check, cashier's check, money order, or credit cards, as appropriate; imposing a 5 percent convenience fee on payment by credit cards; authorizing the collection of service charges; authorizing contracts for collection and seizure of outdated or unauthorized credit cards and the collection of charges for the return of said cards; making other findings and provisions related to the subject; repealing all ordinances or parts of ordinances in conflict with this ordinance; providing a savings clause; and providing for severability. The motion passed the roll call vote unanimously.

**3. Consideration and possible action: Authorizing Mayor to execute Addendum to Depository Services Contract between the City of Santa Fe and Texas First Bank – Santa Fe extending the contract to May 31, 2013**

City Manager Joe Dickson said we have a three-year contract for depository services with Texas First Bank – Santa Fe and our policy allows for a two-year extension. Staff is recommending extending the current contract for two years. Motion by Councilmember Carothers, seconded by Councilmember Tambrella to authorize the Mayor to execute the Addendum to the Depository Services Contract between the City of Santa Fe and Texas First Bank – Santa Fe extending the contract to May 31, 2013. The motion passed the roll call vote unanimously.

Announcements: Kilroy Foundation annual dinner and dance on February 19, 2011, at 6:30 p.m.

Summary of action from this agenda, request for future agenda items, and scheduling future meetings

The Galveston County Office of Emergency Management will be conducting an emergency management training session for elected officials. Council will be notified of the date and time when the session has been scheduled. Galveston County Tax Assessor/Collector Cheryl Johnson and Commissioner Kevin O'Brien have asked us to host a town hall meeting to hear public comments about centralized tax collection. They are proposing to consolidate and move the tax offices to the old WalMart building in LaMarque and open the Santa Fe Tax Office only one day a week. A joint workshop with the Planning and Zoning Commission to discuss future annexation plans and a bond initiative for a municipal complex is scheduled for February 17, 2011.

Motion by Councilmember Jannett, seconded by Councilmember Carothers to adjourn. The motion passed and the meeting adjourned at 7:31 p.m.

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RALPH STENZEL, MAYOR

ATTEST:

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Janet L. Davis, City Secretary