

**CITY OF SANTA FE
REGULAR COUNCIL MEETING
JULY 25, 2013 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 Wanda Wagner Councilmember Jeff Tambrella Councilmember Bubba Jannett Councilmember Pat McCrary Councilmember Joe Carothers City Manager Joe Dickson Director of Administrative Services Pamela Wood
	Absent:	City Attorney Ellis J. Ortego, 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: None

Planning and Zoning Business:

Old Business:

1. Consideration and possible action: Second and final 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 Multi-Family Residential (R-3) to Highway Commercial (HC) for five tracts being approximately 12.165 acres located at 12711, 12719, and 12721 FM 1764 and 3650 and 3706 FM 646 North, described as Abst 1, Page 11, Lots 15 and 16, Thamans 1st Subdivision, City of Santa Fe, Galveston County, Texas

Community Services Director Diana Steelquist said this is the second reading of the ordinance that would approve a zone change for the area around the site for the Santa Fe Justice Center from R-3 to HC, which is the highest and best use for this property fronting the highways. An adjacent owner is not included in this proposed zone change because she did not want her property rezoned. The Planning and Zoning Commission recommended approval of this change. Motion by Councilmember Tambrella, seconded by Councilmember McCrary to pass the second and final 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 Multi-Family Residential (R-3) to Highway Commercial (HC) for five tracts being approximately 12.165 acres located at 12711, 12719, and 12721 FM 1764 and 3650 and 3706 FM 646 North, described as Abst 1, Page 11, Lots 15 and 16, Thamans 1st Subdivision, City of Santa Fe, Galveston County, Texas. The motion passed the roll call vote unanimously.

2. Consideration and possible action: Second and final 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 adding a conditional use zoning classification for a 150' mono pole communication tower located on a 100 ft. X 100 ft. tract, being 0.450 acres, adjacent to the Thelma Webber Center located at 14304 Beriton and zoned Neighborhood Commercial (NC), City of Santa Fe, Galveston County, Texas

Community Services Director Diana Steelquist said this is the second reading of the request by Skyway Towers to place a mono pole communication tower on the city's property adjacent to the Webber Center. This tower will improve telecommunications within the city and will also provide revenue to the city for rental of the property. Motion by Councilmember Carothers, seconded by Councilmember Wagner to pass the second and final 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 adding a conditional use zoning classification for a 150' mono pole communication tower located on a 100 ft. X 100 ft. tract, being 0.450 acres, adjacent to the Thelma Webber Center located at 14304 Beriton and zoned Neighborhood Commercial (NC), City of Santa Fe, Galveston County, Texas. The motion passed the roll call vote unanimously.

New Business:

1. Consideration and possible action: Granting/denying request by Keith Austin to abandon a portion of the east end of the Oleo Street public right-of-way where it dead ends into private property just north of Jackson Street and authorizing the Mayor to execute the Deed Without Warranty to transfer ownership of the property

Community Services Director Diana Steelquist said this is the second request by Mr. Austin for the abandonment of a portion of the east end of the Oleo Street public right-of-way. He first submitted his request in 2009 but it was met with resistance from the drainage district who helps maintain the drainage in the area. The drainage district has reconsidered their position and has agreed to the release of the property; however, our street department does require a utility easement in order to maintain some ditches in the area. Staff requested that ingress/egress access be provided to the easement. The Planning and Zoning Commission held a public hearing and there were no comments from the public, so they recommended granting the abandonment request. Mr. Keith Austin was present to answer any questions and agreed to the city's request to retain an easement. Motion by Councilmember McCrary, seconded by Councilmember Wagner to grant the request by Keith Austin to abandon a portion of the east end of the Oleo Street public right-of-way where it dead ends into private property just north of Jackson Street and authorizing the Mayor to execute the Deed Without Warranty to transfer ownership of the property. The motion passed the roll call vote unanimously.

City Business (Other):

Old Business: None

New Business:

1. Consideration and possible action: Authorizing execution of contract with Construction Manager for the City of Santa Fe Justice Center project

City Manager Joe Dickson said staff, Councilmember Jannett, and our architect held interviews with three potential Construction Managers, Teal Construction, Division One, and Durotech Builders. The fees are comparable among the companies and all three had good presentations. All three believe the project can be completed in an 8-month timeline and within the \$3.55M budget, with any savings returned to the city. Durotech's proposal came in slightly higher than Teal, but both companies are very similar and have been in business for a long time. Division One is a young company that actually handled the construction of the new fire station, but they had the highest fee of the three. The architect is most familiar with Durotech, has previously worked with Durotech, and Durotech's markup fee is 4.3 percent compared to 8 percent and 10 percent, so the recommendation is to award the contract to Durotech. Motion by Councilmember Jannett, seconded by Councilmember Tambrella to authorize the execution of the contract with Durotech Builders as the Construction Manager for the City of Santa Fe Justice Center project. The motion passed the roll call vote unanimously.

2. Consideration and possible action: Authorizing staff to open two new bank accounts, one for capital projects and one for debt service, and designating signatories for the accounts

City Manager Joe Dickson said we need to establish two new bank accounts at our depository to handle the debt service payments and the construction project. Motion by Councilmember Carothers, seconded by Councilmember Wagner to authorize staff open two new bank accounts, one for capital projects and one for debt service, and designating the Mayor, Mayor Pro-tem, and City Secretary as the signatories for the accounts. The motion passed the roll call vote unanimously.

3. Consideration and possible action: Authorizing staff to seek proposals for professional audit services

City Manager Joe Dickson said with the passage of the bond issue, the annual audit is required to be completed within 6 months of the end of the fiscal year. Mr. John Cambiano, the city's auditor for the past 20 years, said his firm is too small to complete the audit within 6 months while continuing to prepare tax returns at the same time. He has agreed to continue to prepare the EDC's annual audit. Motion by Councilmember Wagner, seconded by Councilmember Tambrella to authorize staff to seek proposals for professional audit services. The motion passed the roll call vote unanimously.

4. Consideration and possible action: Appointment/reappointment of members to serve on the Board of Adjustment for a two-year term to expire July, 2015

Community Services Director Diana Steelquist said our BOA board members serve two year terms. She said three regular members, Jason Tabor, Fred Sandberg, and Mark Mazoch, and one alternate member, Johnny Morris, have terms expiring this month. All members have expressed their interest in continuing to serve on the board. Motion by Councilmember Jannett, seconded by Councilmember Tambrella to reappoint Jason Tabor and Mark Mazoch as regular members and to move Johnny Morris from alternate member to regular member to serve on the Board of Adjustment for a two-year term to expire July, 2015. The motion passed the roll call vote. Those voting for: Councilmember Wagner, Councilmember McCrary, Councilmember Tambrella, and Councilmember Jannett. Those voting against: Councilmember Carothers.

Announcements: None

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

Motion by Councilmember Jannett, seconded by Councilmember McCrary to adjourn. The motion passed and the meeting adjourned at 7:25 p.m.

RALPH STENZEL, MAYOR

ATTEST:

Janet L. Davis, City Secretary