

CITY OF SANDY OAKS, TEXAS

ORDINANCE NO. 2017-__

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS CREATING THE OFFICE OF WEBMASTER; PROVIDING FOR PROCEDURE FOR APPOINTMENT; TENURE; COMPENSATION; DUTIES; AND REMOVAL; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE.

WHEREAS, pursuant to Section 22.071 of the Texas Local Government Code, in addition to the members of the City Council, the other officers of the municipality are the secretary, treasurer, assessor and collector, municipal attorney, marshal, municipal engineer, and any other officers or agents authorized by the Council; and

WHEREAS, in accordance with Section 22.071 of the Texas Local Government Code, the City Council by ordinance shall provide for the election or appointment of the officers provided by the section referenced above; and

WHEREAS, on September 11, 2014, the City Council of the City of Sandy Oaks, Texas ("City") established by Resolution 2014-6 www.cityofsandyoaks.com as the City website without specifying the administration of the website, however, during the discussion regarding the City website Alderwoman Micki Ball stated she had personally bought the domain name for the City and would be happy to be the administrator;

WHEREAS, Micki Ball was elected as Mayor and sworn in on November 12, 2015 and continued to administer the website as Mayor; and

WHEREAS, Karen Mendiola Tanguma was elected as Mayor and sworn in on November 17, 2016 and assumed the duties of administering the City website; and

WHEREAS, the City Council finds that the City website is an important means of communicating information to the citizens of Sandy Oaks and an important means for the public to communicate with Council; and

WHEREAS, the City Council finds that the duties and obligations of the Mayor are many and varied and desires to relieve some of those burdens; and

WHEREAS, the City Council also finds that the needs of the City would best be served by the creation of the office of City Webmaster.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS:

SECTION 1: FINDINGS INCORPORATED. The City Council finds the statements made in the preamble above are true and correct and incorporates them into the body of this Ordinance as if fully stated herein.

SECTION 2: OFFICE ESTABLISHED. The office of Municipal Webmaster is established. The Municipal Webmaster is also known as the City Webmaster.

SECTION 3: APPOINTMENT OF CITY WEBMASTER. The City Webmaster shall be appointed by the City Council.

SECTION 4: TERM OF CITY WEBMASTER. The City Webmaster shall serve for such a term as the City Council may desire.

SECTION 5: COMPENSATION OF CITY WEBMASTER. The compensation of the City Webmaster shall be as from time to time determined by the City Council.

SECTION 6: GENERAL DUTIES OF CITY WEBMASTER

- a. Work with the City Clerk to post announcements, documents and events as directed by City Council.
- b. Forward all messages from the City Contact page to the Mayor, City Clerk and Each Councilman.
- c. Debug issues that arise with the performance of the website.
- d. Review and forward to the City Council each month statistics and analytics.
- e. Maintain responsive design.
- f. Advise City Council of the need to expand, change or modify the website.

SECTION 7: REMOVAL

- a. The City Council may remove the City Webmaster for incompetency, corruption, misconduct, or malfeasance in office after providing the officer with due notice and an opportunity to be heard.
- b. If the City Council lacks confidence in the City Webmaster, the Council may remove the officer at any time. The removal is effective only if two-thirds of the elected alderman vote in favor of a resolution declaring the lack of confidence.

SECTION 8: SEVERABILITY. Should any article, section, subsection, sentence, clause, or phrase of this ordinance, for any reason, be held unconstitutional or invalid by the valid judgement or decree of any court of competent jurisdiction, such decision or holding shall not affect the validity of the remaining portions hereof. It is the intent of the City Council to enact each section, and portion thereof, individually, and each such section shall stand alone, if necessary, and be in force regardless of the determined invalidity of any other section or provision.

SECTION 10: AMENDMENT. A two-thirds (2/3) vote of the City Council shall be required to amend, abolish or supersede this ordinance.

PASSED, APPROVED, AND ADOPTED on this 9th day of November , 2017.

CITY OF SANDY OAKS, TEXAS

Karen Tanguma
Karen Mendiola Tanguma, Mayor

ATTEST:

Charlotte Rabe

Charlotte Rabe, City Clerk