

City of Alpine
Regular City Council Meeting
Tuesday, March 6, 2018
5:30 P.M.
Minutes

1. Call to Order, Invocation and Pledge of allegiance to the flags. – Mayor Ramos called the meeting to order. The meeting was held in the Civic Center at 801 West Holland in the City of Alpine, Texas. Mayor Ramos gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.

2. Determination of quorum and proof of notice of the meeting. – Councilor Curry, Councilor Fitzgerald, Councilor Escovedo, Councilor Stephens and Mayor Ramos were present. Councilor Olivas was absent and excused. City Secretary Cynthia Salas reported that the meeting notice had been posted at 11:00 A. M. on March 2, 2018. City Manager Jessica Garza, Assistant City Manager/Finance Director Antrim, and Abel Hinojos were also present.

3. Presentations, recognitions and proclamations. – (A. Ramos, Mayor) –

A. Proclaiming March 2018 as the 16th Annual March for Meals Month.

B. Presentation to Nancy Burton for her service on the Animal Advisory Board.

C. Presentation to Dennis Miller for his service on the Airport Board.

4. Reports –

City Mayor's Report – (Andy Ramos, Mayor) – NONE

City Manager Report – (Jessica Garza, City Manager) – City Manager Jessica Garza shared with Council that she has completed 90 days with the City of Alpine. A draft of the 90-day Status Report was distributed to Council and it is an evaluation of the organization. Jessica stated that this is her first experience with the City of Alpine governance and she felt it was important to do an evaluation of the organization following a model template of areas that are important to good government governance. Review to see if the organization is prepared to grow, should it grow, what decisions need to be made when it comes to different programs, financial feasibility, as well as staffing decisions to properly identify the strengths and weaknesses and the issues and problems before they become critical for the organization. Jessica invites Council review and asks if there are any questions. Cynthia has been asked to place it as a workshop at the next City Council meeting, so it can be reviewed and to prepare a timeline on how some of these items can be addressed, corrected or improved over the next 12 months. Jessica welcomes Council to come in and talk with her and share the model she used and the tools that are used and how going forward this can create some benchmarks and measurements to determine whether program and services are being provided efficiently to our City and to see if there is any way to reevaluate to save some funds in the future going forward. Next is not having a current plan for improvements in the city. Jessica went back to our 2001 Planning and Capacity City that was done and asked the assistant city manager, J, and the public works director, Hector, to go through the streets and the areas that need

some attention and to see what has been done. On the first and second page is an actual table from the plan that was done. The third page of your handouts show the streets that have had repairs done to them, approximately the year they were done and the remaining streets that have not had any attention given to them. J and Hector are going through the remaining streets to confirm if there had been any attention given to them under the priority list that was given to the City in 2001. Jessica thinks that from this point it will also give us a platform to go forward at looking at the street issues and how we prioritize and determine the needs of the remaining streets in the next fiscal year. The positions at the street department have been open now for a month and we have been unsuccessful in filling them. The street department does not have the adequate staff to move forward to continue the plan that was started several years ago. Because the streets department doesn't have the staff, it is time that it gives us a chance to reevaluate where the program was going, how it coincides with the program now and determines if how we move forward. Councilor Stephens had a question regarding the 90-day Status Report. Looking under the evaluation of organizational capacity, it talks about accounting and physical policies is none, and in the processes under accounting it states not documented, yet there are annual audits, so how is it that the audits are doing fine but on the other side it states we don't have adequate policies. Jessica stated there are two different things, so the financials and the review process in the financials basically shows that you have the knowledge within the organization to follow the accounting procedures and standards, but they are not formalized so when we talk about transparency to the public and transparency within the organization, these policies are internal and informal policies that have not been formally adopted policies. Jessica also stated that two project information forms were submitted to the Texas Water Development Board. The one being for the waste water system to address some critical issues with that system. The total amount of the budget request form was \$971,200 and the one for the water system was higher at \$5,290,500, with \$3, 000,00 of that being used to install smart meters so it is not all system improvements, but the efficiency and green measures that could be included in that. At this point, with the project information form we will get into their group for funding, there are some elements that are missing, including a needs assessment, an asset management plan and to also have these items properly cost out as we get closer to implementing them. That list will come out in June or July. The water development board will approve that list in July or August, depending on where we rank and rather or not we receive economic disadvantage funds. The City will be either invited to apply for a loan or invited to participate in the disadvantage program. At that point and time, Council will have the opportunity to look and determine whether we want to move forward with those improvements using the funding's and resources of the Water Development Board.

City Staff Updates –

A. Quarterly Reports – Keep Alpine Beautiful by Patsy McWilliams. - Patsy updated Council on the status of what types of recycling is being done in the City of Alpine. Patsy went over the numbers of recycling that were done in 2017 and the events that will be coming up soon with our 3rd Saturday loader days being a great success for our community. Also coming up is the Don't Mess with Texas Trash Off which will be held on April 7, 2018 and will meet at Baines Park at 9:00am. Everyone is encouraged to participate, and a hot dog lunch will follow afterwards. Earth Day will be on April 21, 2018 and will be on Historic Murphy

Street with the farmers market going on till 12:00p.m. There will also be a blood drive and Alpine Animal Services will have an adoption and microchip day. McDonalds Observatory will also be having a presentation on Dark Skies. April 9th is the Bulky Pickup, with that being the quarterly event for the City of Alpine.

B. Quarterly Reports – County/City Engagement by Councilor Fitzgerald. - Councilor Fitzgerald states that the County and City are in between projects. The inter-local agreement for the Fire Emergency Services has been approved by both the County and the City. We are also working on an ETJ project.

C. Quarterly Reports – Public Utilities on water, sewer, residential services, landfill, and gas by J Horry. – J updated Council on the quarterly reports with the daily flows for water in December being 47,028,700.00, January 51,775,900.00, and in February 36,592,800.00. The daily flow for the sewer in December was 13,637,000, January 13,903,000, and in February 11,894,000. For the last quarter there were 9 water taps, 9 sewer taps, 13 water leaks, and 20 sewer backups. There was also an investigation on 31 water leaks to determine if it was on customer side or city side. Most of them resulted as being on the customer side. J stated that there was a question earlier about water loss. He shared with Council that the water leaks are not noticed for days and days and that water will not surface unless it is a power pressure leak. There are a lot of issues with old lines and old meters. The city is looking into replacing some of the old meters and that should help some of the issues.

5. Public Hearings – NONE

6. Consent Agenda – (Minutes, Financial Reports, Department written reports, board appointments etc.) – Notice to the public – The following item is of a routine and administrative nature. The Council has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Council Member, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote –

A. Approve minutes from City Council meeting on February 20, 2018. (Jessica Garza, City Manager)

B. Appointment of Norma Olivo- Hinojos to serve on the Parks and Recreation Board for Ward 2.

Motion was made by Councilor Stephens, by Resolution 2018-03-01, to withdraw the Council meeting from February 20, 2018 from the consent agenda and approve the appointment of Norma Olivo-Hinojos to serve on the Parks and Recreation Board for Ward 2. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

7. Information or Discussion Items –

A. Quarterly Reports – Alpine Public Library by Don Wetteraur. – Mr. Wetteraur updated Council on one of the biggest project they have which is an extension plan that started 2 years ago. One of the strategic plans was to increase the children’s area and kid’s programs. The plans are to

enclose the patio area and convert them into a children's area. The library received a grant and other libraries were toured to get ideas. This will allow about 2000 square feet dedicated for the children's area. This will also allow for meeting rooms, tutoring rooms and study rooms. The library currently offers GED classes, citizenship classes and ESL classes. The plans also include a new parking lot, which has been started, and with the help of Brewster County, should be finished by later this spring. The library continues to grow and increasing the children's programs.

- B. Quarterly Reports – Emergency Management Coordinator by Dave Lambrix. – Dave Lambrix updated Council on the total number of EMS runs, to include whether the runs were in the city or in the county. The report will also include the number of transports, air transfers and fire support calls. The report also shows the fire runs; showing the number of calls, structure fires, brush fires, vehicle fires, dumpster fires, EMS assist, and false alarms.
- C. Discussion and information regarding the purpose/planned activities and building maintenance needs for the City of Alpine Neighborhood Center located at 605 W. Gallego St. (R. Olivas, City Council) – Teresa Zelanzy from the Big Bend Community Action. Ms. Zelanzy provided Council with a packet that included pictures of the Neighborhood Center that needs repairs. This organization provides Traxs transportation; including medical transportation and helps in paying electric bills and gas. This service is provided for 5 counties. There was a list of repairs presented to Council and contact information if Council needed to reach Ms. Zelanzy. Jessica stated that the public works department is under staffed and are addressing other priority issues. Public works is aware of the issues since Jessica has discussed it with them. Public works does not have the man power and budget to address all the issues in the building. The full extent of what needs to be repaired is not known. The City would need to bring someone in to do an assessment on the facility to determine if there is something we can do or if a professional needs to be brought in.
- D. Discussion on future applications of visible pedestrian crossing lanes for pedestrian safety and speed control measures along 11th /Murphy, 11th /Gallego, 7th /Gallego, 5th /Murphy, 5th /Gallego, State Rd. 118/E. Murphy, State Rd 118/E. Gallego, Neville Haynes/E. Murphy, and Neville Haynes/E. Gallego. (R. Olivas, City Council) – Motion was made by Councilor Fitzgerald to table. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

Action items should be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to (up to) 10 per meeting). (Citizens are allowed to comment – limited to 3 minutes – after being called upon by Mayor or Mayor Pro Tem. Citizens are required to state their name and the Ward in which they reside. Priority will be given to citizens of Alpine and those who own businesses or property in the City. Individuals who do not live in, own a business or property in the city limits of Alpine, will be allowed to speak if there is time available.) -

- 8. Discuss and consider approving allocation of HOT funding for the painting of a mural on the Alpine Civic Center. (R. Stephens, City Council) – Motion was made by Councilor Stephens, by Resolution 2018-03-02

to table this item pending the outcome of the HOT funding in the future. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

9. Discuss and consider approving the Certification of unopposed candidates for the May 5, 2018 election. (Jessica Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-03-03 to approve the Certification of unopposed candidates for the May 5, 2018 election. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
10. Discuss and consider approving the Order of Certification for the Municipal Election on May 5, 2018 for unopposed candidate for Mayor, Ward 2, and Ward 4. (Jessica Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-03-04 to approve the Order of Certification for the Municipal Election on May 5, 2018 for unopposed candidate for Mayor, Ward 2, and Ward 4. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
11. Discuss and consider approval for John Green, 701 E. Sul Ross Ave., Alpine, TX to cut the City of Alpine curb in order to implement approved building permit 2555. (R. Stephens, City Council) – Motion was made by Councilor Stephens, by Resolution 2018-03-05 for approval for John Green, 701 E. Sul Ross Ave., Alpine, TX to cut the City of Alpine curb to implement approved building permit 2555. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
12. Discuss and consider approval for Lori Munro, at 405 W. Nations Street, Alpine, TX to cut the City of Alpine curb in order to implement approved building permit 2557. (M. Curry, City Council) – Motion was made by Councilor Curry, by Resolution 2018-03-06 for approval for Lori Munro, 405 W. Nations Street, Alpine, TX to cut the City of Alpine Curb to implement approved building permit 2557. Motion was seconded by Councilor Stephens. Motion unanimously carried
13. City Councilmember Comments and Answers – No discussion or action may take place.

Councilor Stephens – No Comments

Councilor Escovedo – No Comments

Councilor Fitzgerald – No Comments

Councilor Olivas - Absent

Councilor Curry – No Comments

Mayor Ramos – No Comments

Motion was made by Councilor Stephens to enter Executive Session at 7:04 P.M. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

14. Executive Session – Pursuant to Texas Government Code Section 551.071 (consultation with attorney),

Section 551.074 (personnel matters), 551.076 (deliberations about deployment, or specific occasions for implementation of security personnel or devices); Section 418.183 (f), matters considered confidential under Section 418.177 (information collected for preventing an act of terrorism or related criminal activity), and Section 418.176 (regarding staffing of law enforcement and tactical plan).

A. Update on current Police Department analysis and response to recent juvenile activity and incidents. (Police Chief, Russell Scown)

B. Discussion regarding duties of Chief of Police. (Jessica Garza, City Manager)

15. Action, if any, after Executive Session –

A. Update on current Police Department analysis and response to recent juvenile activity and incidents. (Police Chief, Russell Scown)

B. Discussion regarding duties of Chief of Police. (Jessica Garza, City Manager)

Motion was made by Councilor Stephens at 8:26 P.M. to take No Action. Seconded by Councilor Fitzgerald. Motion unanimously carried.

16. ADJOURNMENT

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development.)

I certify that this notice was posted at 11:00 A.M on March 2, 2018, pursuant to Texas Open Meetings Act. (Texas Vernon's Annotated Civil Statutes, section 551.043, Texas Government Code.) This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (432) 837-3301 or fax (432) 837-2044 for further information.

Andres "Andy" Ramos, Mayor

Attest:

Cynthia Salas, City Secretary

I, Cynthia Salas, City Secretary, do certify that this notice was posted at 11:00 A. M. on March 2, 2018, and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Cynthia Salas, City Secretary