

**City of Alpine  
Regular City Council Meeting  
Tuesday, April 3, 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 Council Chambers at 803 West Holland in the City of Alpine, Texas. Dr. Nancy Antrim gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.
2. **Determination of a quorum and proof of notice of the meeting** – Councilor Curry, Councilor Olivas, Councilor Escovedo, Council Stephens and Mayor Ramos were present. Councilor Fitzgerald was absent. City Secretary, Cynthia Salas reported that the meeting had been posted at 5:00 P.M. on March 28, 2018. City Manager Zimmer, 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. Patsy McWilliams – Code Enforcement Officer license – Code Enforcement
  - B. Ramona Buchanan – Class B CDL license – Water Department
  - C. Mike Macias – Class C Wastewater license – Waste Water Treatment Department
  - D. Andrew Chavez – Operator Qualifications – Gas Department
  - E. Antonio Ybarra – 10 year of service – Gas Department
  - F. Proclamation – Safe Digging Month for the City of Alpine
4. **Reports** –
  - City Mayor’s Report** – (A. Ramos, Mayor) –
    - A. AT&T Outages – 911 outage issues – Mayor Ramos briefly discussed he had been in El Paso with the Emergency Management Coordinator and ran into two AT&T representatives, one from Dallas and the other from Austin. There was a discussion about the outages in our area and the length of time it takes for them to be repaired.
    - B. Big Bend Telephone – 911 outage issues – Last month the Mayor attending a meeting with Big Bend Telephone and discussed the issues with AT&T outages which affect our 911 services. Big Bend Telephone is in the process of trying to negotiate some type of inner connection between AT&T and Big Bend Telephone.
  - City Manager Report** – (Jessica Garza, City Manager)
    - A. Budget Calendar – City Manager, Jessica Garza briefly went over the proposed budget calendar that was provided to Council in their packets.
    - B. Department Narrative – City Manager Jessica Garza briefly went over the narrative that was handed out to the Department heads that identifies their mission statement, a narrative of their department, major accomplishments this

fiscal year, goals for next fiscal year, staffing needs, and performance measures.

**City Staff Updates –**

- A. Monthly Reports – Public Utilities by J Horry – J presented a monthly report to council for the month of February.
- B. Quarterly Reports – Code Enforcement by Patsy McWilliams – Patsy McWilliams presented the quarterly report to Council.
- C. Quarterly Reports – Building & Standards Commission by Chair Bob Savery  
Bob Savery stated that there was nothing to report since the Commission had not met since the Code Enforcer had left.

**5. Public Hearings – None**

- 6. Consent Agenda – (Minutes, Financial reports, Department written reports, board appointments, etc.) – (Notice to the Public – The following items are 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 March 20, 2018. (Jessica Garza, City Manager**

Motion was made by Councilor Stephens, by Resolution 2018-04-01, to approve the consent agenda as written. Motion was seconded by Councilor Olivas. Motion unanimously carried.

**7. Information or Discussion items –**

**A. Quarterly Reports – Children Advocacy by Executive Director, Shanna Sullivan. – Ms. Sullivan was not present to give the report.**

**B. Review and discuss the road repair and maintenance priority list for the spring/summer paving season. (R. Stephens, City Council) – Councilor Stephens requested that this item be tabled till the next meeting.**

**C. Review and discuss the strategy for utilization of the \$750,000 reserve set aside last fiscal year for the developing a plan for improvements to the wastewater and water system. (R. Stephens, City Council) – Councilor Stephens went over the supporting documents that were in the packet. Councilor Stephens asking where are we with managing the \$750,000 wastewater and water system that was set aside last fiscal year. Trying to understand what the status of our wastewater system, next what are the key actions that we need to go off and work, third the expectations that the funds will be expanded to look at the long term planning, and fourth to allocate that money on based upon City Council. Discussion on the priorities of the allocation, first is to allocated funds to reduce the current debt, second to conduct a needs assessment and fix key items and time sensitive items including some of the things that need to be worked on right now and**

there is a proposed budget for that, leaving about \$336,000 out of the \$3,000,000 and that will allow the City to go off and conduct the needs assessment.

D. Review and discuss the FY 2016/2017 audit from Gibson, Ruddock and Patterson, LLC, City of Alpine Auditors.(Jessica Garza, City Manager) – Auditors went over the graphs that were presented to Council to compare the last 5 year activity.

Action Items to 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, or own businesses or property in the City limits of Alpine, will be allowed to speak if there is time available.)

8. Discuss and take action to allocate the \$750,000 reserve set aside last fiscal year for the purpose of making an assessment and developing a plan for improvements to the wastewater and water system. (R. Stephens) – Motion was made by Councilor Stephens, by Resolution 208-04-02 to allocate \$419,311.19 of the \$756,140.51 currently set aside in reserve for the following purposes, one to reduce the debt for the city and the water and wastewater treatment, and the other is to allocate funds to support the match for the TDA fire hydrant project which has already been discussed at the previous Council meeting in February, for the rate analysis, for the need assessment, for a management plan to complete the SCADA improvements that have been discussed and replace the office structure at the treatment plant that will leave in reserve #336,831.32. Seconded by Councilor Olivas. Motion unanimously passes.

9. Discuss and consider approving accepting the FY 2016-2017(year ending September 30, 2017 audit from Gibson, Ruddock, and Patterson, LLC, City of Alpine Auditors. (Jessica Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution, 2018-04-03 to accept the FY 2016/2017 (year ending September 30, 2017) audit from Gibson, Ruddock, and Patterson, LLC, City of Alpine Auditors. Seconded by Councilor Curry. Councilor Stephens, Councilor Curry, and Councilor Olivas voted for and Councilor Escovedo voted against.

10. Councilmember Comments and Answers –

Councilor Stephens – No comment

Councilor Escovedo – No comment

Councilor Fitzgerald – Absent

Councilor Olivas – No comment

Mayor Ramos – No comment

13. Executive Session – None

14. Action after Executive Session – None

15. Adjournment – There being no further action. Meeting was adjourned

**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 5:00 P.M. on March 28, 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.

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Andres "Andy" Ramos, Mayor

Attest:

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Cynthia Salas, City Secretary

I, Cynthia Salas, City Secretary, do certify that this notice was posted at 5:00 P.M. on March 28, 2017, and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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Cynthia Salas, City Secretary