

**City of Alpine  
Regular City Council Meeting  
Tuesday, October 16, 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. Lana Covington 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 Fitzgerald, Councilor Escovedo, Council Stephens and Mayor Ramos were present. City Secretary, Cynthia Salas reported that the meeting had been posted at 1:45 P.M. on October 12, 2018. City Manager Jessica Garza, and Abel Hinojos were also present.
  
3. **Presentations, recognitions and proclamations** – (A. Ramos, Mayor) –
  
4. **Reports** –  
  
**City Mayor’s Report** – (A. Ramos, Mayor) –  
  
**City Manager Report** – (Jessica Garza, City Manager)  
  
    A. Update on Staffing and Personnel Matters.  
    B. Update on other projects.  
  
**City Staff Updates** –  
  
    A. Monthly Reports – Public Utilities by Director Chris Wright.
  
5. **Public Hearings** –  
  
    A. Public Hearing to obtain citizen’s view and comments of Ordinance No. 2018-09-02 Repealing Ordinance 2017-05-03, which designated to install a no parking sign to block parking 70 feet on the East side, South of Sul Ross Avenue and North 5<sup>th</sup> street; and to include only right hand turn at the East and West intersections of Sul Ross Avenue and North 5<sup>th</sup> Street.
  
- B. Public Hearing to obtain citizen’s view and comments of Ordinance No. 2018-09-03 Repealing Ordinance 2016-04-01, establishing no parking zones as follows: 1) No parking for the first 25 feet, South of the railroad tracks on the East side of South 5<sup>th</sup> Street. 2) No Parking with the exception of a 20 minute loading zone for the remainder of the area fronting Printco on the East side of South 5<sup>th</sup> Street. 3) No parking on the West side of South 5<sup>th</sup> Street from the intersection of 5<sup>th</sup> and Murphy South to the alley.
  
- C. Public Hearing to obtain citizen’s view and comments of Ordinance No. 2018-09-04 Repealing Ordinance 2008-09-07, which designated to place traffic controls signs and designating an area in front of Digital Studios a loading and unloading zone.

D. Public Hearing to obtain citizen's view and comments of Ordinance No. 2018-09-05 Repealing Ordinance 2010-04-01, which designated no parking on the East side of 6<sup>th</sup> Street on the 100 block of North 6<sup>th</sup> Street and designating a loading and unloading zone.

E. Public Hearing to obtain citizen's view and comments concerning an application for re-plat for Keith and Katherine Nixon. Property Identification/Street address is 503 and 505 John West Road, Alpine, Texas 79830. Legal description is Carpenter Addition, Block 13, Lot (s) 8, 9. Property Owner is Keith and Katherine Nixon.

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 September 18, 2018. (J. Garza, City Manager)
- B. Approve minutes from City Council meeting on October 2, 2018. (J. Garza, City Manager)
- C. Take action to approve the Engagement Agreement for Audit Services with Gibson, Ruddock, Patterson, LLC. for the Fiscal Year end September 30, 2018. (J. Garza, City Manager)
- D. Approval of Dennis Foley to represent Ward 5 on the Planning and Zoning.(R. Stephens, City Council)
- E. Take action to approve updated job descriptions:
  - a. Finance Clerk I, II, III
  - b. Foreman
  - c. Manager
  - d. Public Works Director
  - e. Municipal Court Clerk
  - f. Records Clerk
  - g. Executive Administrative Assistant
  - h. Administrative Assistant I, II
  - i. City Secretary

Motion was made by Councilor Stephens, by Resolution 2018-10-12, to approve the consent agenda as written. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

7. Information or Discussion items –

- A. Quarterly Reports – First Flight by Chief Officer, Red Gerhart, RN.
- B. Airport Report – End of year report by Kyp Anger.
- C. At top level discuss the process that the City of Alpine uses to ensure that Hotel Occupancy Taxes are collected by the City from hotels and Airbnb's. (R. Stephens, City Council)
- D. Discuss the process for approval of Ordinances, ie number of public hearings and reading of the ordinance before any ordinance goes into effect.

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, consider, and take action on the First Reading of Ordinance No. 2018-10-01 Removing the “RIGHT TURN ONLY” traffic direction and signage at the intersection of Sul Ross Avenue and 5<sup>th</sup> Street; and directing that the placement or removal of necessary signs for the change be performed as provided in the Texas Transportation Code. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-10-13 to delete this item. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
- 9. Discuss, consider, and take action to approve the increase in hanger lease rentals of \$0.01 per square foot for ground lease rates at the Alpine Casparis Municipal Airport.(J. Garza, City Manager & R. Stephens, City Council) – Motion was made by Councilor Stephens, by Resolution 2018-10-14 to approve the increase in hanger lease rentals of \$0.01 per square foot for ground lease rates at the Alpine Casparis Municipal Airport for those leases for which this is applicable. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
- 10. Discuss, consider, and take action to award service contract for Master Park Plan. (J. Garza, City Manager) Motion was made by Councilor Stephens, by Resolution 2018-10-15 to award service contract for Master Park Plan. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
- 11. Discuss, consider, and take action to award service contract for the City's Wastewater Treatment Facilities. (J. Garza, City Manager) – Motion was made by Councilor Stephens, Resolution 2018-10-16 to award service contract for the City's Wastewater Treatment Facilities. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
- 12. Discuss, consider, and take action to approve the first and final reading and application for re-plat for Keith and Katherine Nixon. Property Identification/Street address is 503 and 505 John West Road, Alpine, Texas 79830. Legal description is Carpenter Addition, Block 13, Lot(s) 8, 9. Property Owner is Keith and Katherine Nixon. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-10-17 to approve the first and final reading and application for re-plat for Keith and Katherine Nixon. Property Identification/Street address is 503 and 505 John West Road, Alpine, Texas 79839. Legal

description is Carpenter Addition, Block 13, Lot(s) 8,9. Property Owner is Keith and Katherine Nixon. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

13. Discuss, consider, and take action to adopt a Social Media Policy for the City of Alpine. (J. Garza, City Manager) – Motion was made by Councilor Olivas, by Resolution 2018-10-18 to adopt a Social Media Policy for the City of Alpine. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.
14. Discuss, consider, approving the City of Alpine and Brewster County Interlocal Agreement regarding cost sharing of operations and maintenance for the Hal Flanders Recycle Center. (J. Garza, City Manager) – Motion was made by Councilor Olivas by Resolution 2018-10-19 to approve the City of Alpine and Brewster County Interlocal Agreement regarding cost sharing of operations and maintenance for the Hal Flander Recycle Center. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
15. Review the hotels and the Airbnb’s that are delinquent on payment of hotel occupancy taxes and discuss actions to be taken to ensure payments are made. (R. Stephens, City Council) – Motion was made by Councilor Stephens, by Resolution 2018-10-20 proposed to direct the City Manager to work with the City Attorney to take action for those hotels and any Airbnb’s that can be identified that are delinquent on the payment of their hotel occupancy taxes and that the City Manager report back on the actions taken at the next convenient City Council meeting. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

16. Councilmember Comments and Answers –

Councilor Stephens – No comment

Councilor Escovedo – No comment

Councilor Fitzgerald – No comment

Councilor Olivas – No comment

Mayor Ramos – No comment

17. Executive Session – None

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), 551.074 (personnel matters).

18. Action after Executive Session – None

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

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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 1:45 P.M. on October 12, 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 1:45 P.M. on October 12, 2018, 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