



CITY OF ALPINE
BUDGET WORKSHOP, 3:00 P.M.
SPECIAL CITY COUNCIL MEETING, 5:30 P.M.
803 W. Holland Avenue, Alpine, Texas 79830
Tuesday, July 11, 2023 - 5:30 P.M.

Notice is hereby given that the City Council of the City of Alpine, Texas, will hold a budget workshop at 3:00 P.M. and a special meeting at 5:30 P.M. on July 11, 2023, in City Council Chambers, at 803 West Holland Avenue, in the City of Alpine, Texas for the purpose of considering the attached agenda. This notice is posted pursuant to the Texas Open Meetings Act (Government Code Sec. 551.043). **PUBLIC NOTICE – THE USE OF CELLULAR PHONES AND ELECTRONIC EQUIPMENT IS PROHIBITED IN THE CITY COUNCIL CHAMBERS DURING MEETINGS OF THE CITY COUNCIL EXCEPT FOR PURPOSES EXPLICITLY AUTHORIZED BY STATE LAW (TEXAS GOVERNMENT CODE SEC. 551.023).** This meeting will be conducted in accordance with the official Rules of Decorum for City Council Meetings available at www.cityofalpine.com/decorum. Public Comments are limited to agenda items only. Individuals who wish to address the City Council may do so by completing a Public Comment Card and by placing the completed card on the City Secretary's desk no later than five minutes before the commencement of the meeting. The Public Comment Card may also be completed online at www.cityofalpine.com/councilcomments. A Public Comment Card is not required for speakers who wish to comment on a Public Hearing item. When speakers are acknowledged, please approach the microphone at the podium and state your name and Ward for the record. Public Comments are limited to 3 minutes per person, and a bell will signal the end of each speaker's time. Please conclude speaker comments promptly when the bell rings. State law generally prohibits the Council from discussing or taking any action on any issue not included on the agenda, but if appropriate, the Council may schedule the topic for future discussion or refer the matter to staff. **NO PERSONAL ATTACKS ON COUNCIL MEMBERS OR CITY STAFF WILL BE ALLOWED.** The Mayor and/or City Council Members may call a point of order to

stop personal attacks. If an individual continues to personally attack an elected official or staff member in a meeting, they may be barred.

WORKSHOP – 3:00 P.M.

1. **Call to Order.**
 2. **Workshop the Fiscal Year 2023-2024 Budget.**
 3. **Adjourn.**
-

AGENDA – 5:30 P.M.

1. **Call to Order & Pledge of Allegiance to the Flags.**
2. **Determination of a Quorum and Proof of Notice of the Meeting.**
3. **Public Comments** – (limited to 3 minutes per person)
4. **Presentations, Recognitions, and Proclamations** – None.
5. **Reports** –
 - City Mayor Report** –
 1. Boards and Commissions Update.
 2. Mayor Informational Video Series Update.
 3. Working on Streamlining the meetings to be conscientious of everyone's time.
 - City Attorney Report** – None.
 - City Manager Report** –
 1. Update on water issues and use of additional well(s).
 2. Update on FY 2022-2023 Paving.
 3. Pending Legal Items.
 - City Staff Update** – None.
6. **Public Hearings** –
 1. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue.
 2. Public Hearing to obtain citizen views and comments regarding Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2),

and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district.

3. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block I, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District.
 4. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcohol Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886.
 5. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747.
7. **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.
1. Approval of June 20, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approval of June 24, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
 3. Approval of the appointment of Tom Griffith to the Place 3 position on the Planning & Zoning Commission. (D. Nance, City Council)
 4. Approval of the appointment of Luis Gomez to the Place 7 position on the Parks & Recreation Board. (C. Eaves, Mayor)
 5. Approval of Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747. (G. Calderon, City Secretary)
 6. Approval of final City Attorney invoice from Rod Ponton. (M. Antrim, City Manager)
 7. Approval of June City Attorney invoice from Bojorquez Law Firm. (M. Antrim, City Manager)
 8. Approval of Third Quarter 2022 – 2023 Investment Report. (M. Antrim, City Manager)

8. Information or Discussion Items –

1. Emergent Air Quarterly Report. (M. Antrim, City Manager)
2. Alpine Volunteer Fire Department report by Fire Chief, Andrew Pierce. (M. Antrim, City Manager)
3. Water and Waste Water System Performance. (R. Stephens, City Council)

9. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

1. Approve the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue. (M. Antrim, City Manager)
2. Approve Resolution 2023-07-01, a resolution of the City Council of the City of Alpine, Texas authorizing the City to participate in the Texas Department of Transportation Aviation Grant Program for the creation of an Airport Layout Plan to provide short and long term objectives for the Alpine-Casparis Municipal Airport. (M. Antrim, City Manager)
3. Approve Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district. The Planning & Zoning Commission has recommended denial of this Replat. (M. Antrim, City Manager)
4. Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block I, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District. (M. Antrim, City Manager)
5. Approve Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcohol Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886. (M. Antrim, City Manager)

10. City Council Member Comments – No discussion or action may take place.

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).

11. **Executive Session** – None.
12. **Action – Executive Session** – None.
13. **Adjourn.**

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on Friday, July 7, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. 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 Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@cityofalpine.com for further information.


Geoffrey R. Calderon, City Secretary



INTRODUCTION OVERVIEW

1. **Call to Order & Pledge of Allegiance to the Flags.**
2. **Determination of a Quorum and Proof of Notice of the Meeting.**
3. **Public Comments** – (limited to 3 minutes per person)
4. **Presentations, Recognitions, and Proclamations** – None.

REPORTS OVERVIEW

5. Reports –

City Mayor Report –

1. Boards and Commissions Update.
2. Mayor Informational Video Series Update.
3. Working on Streamlining the meetings to be conscientious of everyone's time.

City Attorney Report – None.

City Manager Report –

1. Update on water issues and use of additional well(s).
2. Update on FY 2022-2023 Paving.
3. Pending Legal Items.

PUBLIC HEARINGS OVERVIEW

6. Public Hearings –

1. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue.
2. Public Hearing to obtain citizen views and comments regarding Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district.
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CONSENT AGENDA OVERVIEW

7. **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.
1. Approval of June 20, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approval of June 24, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
 3. Approval of the appointment of Tom Griffith to the Place 3 position on the Planning & Zoning Commission. (D. Nance, City Council)
 4. Approval of the appointment of Luis Gomez to the Place 7 position on the Parks & Recreation Board. (C. Eaves, Mayor)
 5. Approval of Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747. (G. Calderon, City Secretary)
 6. Approval of final City Attorney invoice from Rod Ponton. (M. Antrim, City Manager)
 7. Approval of June City Attorney invoice from Bojorquez Law Firm. (M. Antrim, City Manager)
 8. Approval of Third Quarter 2022 – 2023 Investment Report. (M. Antrim, City Manager)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023**

CONSENT AGENDA

1. Approval of June 20, 2023 Regular Meeting Minutes (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. June 20, 2023 Regular Meeting Minutes.

STAFF RECOMMENDATION

APPROVE.

City of Alpine
Regular City Council Meeting
Tuesday, June 20, 2023
Minutes

1. **Call to Order & Pledge of Allegiance** – Mayor Catherine Eaves called the meeting to order at 5:30 P.M. The meeting was held at City Council Chambers located at 803 West Holland Avenue and via Zoom Videoconference in the City of Alpine, Texas. Mayor Eaves led the pledge of allegiance to the flags.
2. **Determination of a Quorum and Proof of Notice of the Meeting** –

City Council Members Present:

Mayor Catherine Eaves
Councilor Judy Stokes
Councilor Chris Rodriguez
Councilor Darin Nance
Councilor Rick Stephens

City Staff and Stakeholders Present:

Megan Antrim, City Manager
Geoffrey R. Calderon, City Secretary
Darrell Losoya, Chief of Police
Abel Hinojos, Airport Supervisor
Don Wetterauer, Alpine Public Library
Andrea Tucker, Family Crisis Center

Not Present:

Councilor Martin Sandate

Citizens Present: Lane Tippet, Ward 3; Craig
“Griz” Adams, Ward 5.

Mayor Eaves announced that a quorum of the City Council was present at the City Council Chambers and City Secretary, Geoffrey Calderon, reported that the meeting agenda was posted by 2:00 P.M. on June 16, 2023.

3. **Public Comments** – (limited to 3 minutes per person) –
 1. Billy Melton, Ward 4, addressed the City Council to express opposition to the Skyway Gardens II Annexation and the need to pave Lechuguilla Road.
4. **Presentations, Recognitions, and Proclamations** – None.

RESOLUTION 2023-06-21: Councilor Stephens moved to accept Action Item No. 1, Public Hearing Item No. 1, and Action Item No 4 to the beginning of the meeting with Councilor Rodriguez seconding the motion. The City Council unanimously voted to adopt the motion.

ACTION ITEM NO. 4

1. Approve Addendum to Standard Terms of Engagement to reflect Bojorquez Law Firm as City Attorney and amend hourly billing rates for the City of Alpine. (M. Antrim, City Manager)

RESOLUTION 2023-06-22: On a motion by Councilor Rodriguez and seconded by Councilor Stokes to approve, the City Council unanimously voted to adopt the motion.

PUBLIC HEARING ITEM NO. 1

Open (5:44 P.M.)

1. Public Hearing to obtain citizens views and comments regarding the first reading of Ordinance 2023-05-01, an ordinance annexing the proposed Skyway Gardens II development that is adjacent and contiguous territory to the City legally described as 5.000 acres out of Section 102, Block 9, Brewster County, Texas, being a portion of that certain

10.0 acre tract described in Volume 314, Page 453, Official Public Records of Brewster County, Texas.

Public Comments: None.

Open (5:45 P.M.)

ACTION ITEM NO. 1

1. Approve the second and final reading of Ordinance 2023-05-01, an ordinance annexing the proposed Skyway Gardens II development that is adjacent and contiguous territory to the City legally described as 5.000 acres out of Section 102, Block 9, Brewster County, Texas, being a portion of that certain 10.0 acre tract described in Volume 314, Page 453, Official Public Records of Brewster County, Texas; Approving a service plan for the annexed area; Approving a development agreement between the developer and the City; Providing findings of fact; Providing cumulative and severability clauses; Providing an effective date. (M. Antrim, City Manager)

RESOLUTION 2023-06-23: On a motion by Councilor Stokes and seconded by Councilor Stephens to approve, the City Council voted to adopt the motion with all members voting aye except Councilor Rodriguez, who abstained from voting.

5. **Reports** – Copies of presentations displayed during the meeting are posted on the City website at www.cityofalpine.com/reports –

City Mayor Report

1. Budget Workshops past – future Saturday, June 24th at 10 AM.
2. Short videos on various topics added to City Website and FB.
3. Course – Alpine City Government 101.
4. Radio Shows – City Talk Thursday the 29th with the City Manager and the Mayor. New show, sponsored by BBT, not the city, “Small Town, Big Stories” next episode is Friday, June 23rd at 1:00 also as a podcast on Spotify and Apple Podcasts and coming soon to Google podcasts.

City Attorney Report – None.

City Manager Report –

1. Dark Sky Compliance – AEP & Big Bend Conservation Alliance.
2. Water Usage and Loss by the City.
3. Water Conservation.
4. Legislative Update.

City Staff Updates – None.

6. **Public Hearings** –

- ~~1. Public Hearing to obtain citizens views and comments regarding the first reading of Ordinance 2023-05-01, an ordinance annexing the proposed Skyway Gardens II development that is adjacent and contiguous territory to the City legally described as 5.000 acres out of Section 102, Block 9, Brewster County, Texas, being a portion of that certain 10.0 acre tract described in Volume 314, Page 453, Official Public Records of Brewster County, Texas.~~

Public Hearing Item No. 1 was presented at the beginning of the meeting.

7. **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.) –

1. Approval of June 1, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
2. Approval of June 6, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
3. Approval of June 8, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
4. Approval of June 13, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
5. Approval of Larry Nichols to the Place 5 position on the Hotel Occupancy Tax Committee. (R. Stephens, City Council)
6. Approve Resolution 2023-06-17, a resolution adopting a Budget Policy for the City. (M. Antrim, City Manager)
7. Approve Resolution 2023-06-18, a resolution adopting a Financial Policy for the City. (M. Antrim, City Manager)
8. Approve Resolution 2023-06-19, a resolution adopting an Investment Policy for the City of Alpine Fiscal Year 2023-2024. (M. Antrim, City Manager)

RESOLUTION 2023-06-24: On a motion by Councilor Stokes and seconded by Councilor Stephens to approve the consent agenda, the City Council unanimously voted to adopt the motion.

Mayor Eaves called a short recess (6:38 P.M.)

The meeting resumed (6:44 P.M.)

8. **Information or Discussion items** –

1. Alpine Public Library report by Executive Director Don Wetterauer. (M. Antrim, City Manager)
2. Family Crisis Center of the Big Bend report. (M. Antrim, City Manager)
3. Presentation by Griz Adams regarding the need to change or update City Utility Ordinances. (C. Eaves, Mayor)
4. Discussion regarding incentives for residents for xeriscaping and consider putting an ordinance in place to encourage that. (C. Eaves, Mayor)
5. Discuss possible lease of the Neighborhood Center (607 W. Gallego) to the Community Council of South Central Texas and/or Women's, Infant, Children (WIC) Program. (M. Antrim, City Manager)
6. Discuss possible options concerning the use of the Old Alpine School House located at 205 E. Sul Ross. (M. Antrim, City Manager)

7. Discuss employee travel and training budgets and discuss city leaders that have had city-covered expenses and/or reimbursements for optional or required training during the current fiscal year. (J. Stokes, City Council)
8. Discuss progress to date for the Fiscal Year 23-24 City budget workshops, and discuss the go forward plan for completing the City Budget including establishing additional Council meeting dates if needed. (R. Stephens, City Council)
9. Discuss the status of Short Term Rentals in Alpine including any recommendations going forward. (R. Stephens, City Council)
10. Discuss actions needed to implement a 25 mph speed limit within Alpine limits including which roads should be excluded. (R. Stephens, City Council)

9. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items are limited to 10 per meeting.) –

- ~~1. Approve the second and final reading of Ordinance 2023-05-01, an ordinance annexing the proposed Skyway Gardens II development that is adjacent and contiguous territory to the City legally described as 5.000 acres out of Section 102, Block 9, Brewster County, Texas, being a portion of that certain 10.0 acre tract described in Volume 314, Page 453, Official Public Records of Brewster County, Texas; Approving a service plan for the annexed area; Approving a development agreement between the developer and the City; Providing findings of fact; Providing cumulative and severability clauses; Providing an effective date. (M. Antrim, City Manager)~~

Action Item No. 1 was presented at the beginning of the meeting.

2. Approve the first reading of Ordinance 2023-06-01, an ordinance authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue. (M. Antrim, City Manager)

RESOLUTION 2023-06-25: On a motion by Councilor Stokes and seconded by Councilor Stephens to approve, the City Council unanimously voted to adopt the motion.

3. Approve Resolution 2023-06-20, a resolution appointing members of the Alpine City Council to Ex-Officio positions on City Boards, Commissions, and Committees. (M. Antrim, City Manager)

RESOLUTION 2023-06-26: On a motion by Councilor Stokes and seconded by Councilor Rodriguez to approve, the City Council unanimously voted to adopt the motion.

RESOLUTION 2023-06-27: On a motion by Councilor Stephens and seconded by Councilor Stokes to approve an amendment to the second where as to add the words nor any other privilege of an ex officio member, the City Council unanimously voted to adopt the motion. The motion as amended was approved unanimously.

- ~~4. Approve Addendum to Standard Terms of Engagement to reflect Bojorquez Law Firm as City Attorney and amend hourly billing rates for the City of Alpine. (M. Antrim, City Manager)~~

Action Item No. 4 was presented at the beginning of the meeting.

10. City Council Member Comments and Answers – No discussion or action may take place.

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, Pursuant to Texas Government Code 551.071 (consultation with an 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).

11. Executive Session – None.

12. Action – Executive Session – None.

There being no further business, the meeting was adjourned.

13. Adjourn. (7:45 P.M.)

APPROVED:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary

CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that notice of this meeting was posted at City Hall, in a convenient and readily accessible place to the general public, and to the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on June 16, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. 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 Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@cityofalpine.com for further information.

Geoffrey R. Calderon, City Secretary



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

2. Approval of June 24, 2023 Budget Workshop Meeting Minutes (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. June 24, 2023 Budget Workshop Meeting Minutes.

STAFF RECOMMENDATION

APPROVE.

**City of Alpine
Budget Workshop
Tuesday, June 24, 2023
Minutes**

1. **Call to Order & Pledge of Allegiance** – Mayor Catherine Eaves called the budget workshop to order at 10:00 A.M. The meeting was held at City Council Chambers located at 803 West Holland Avenue and via Zoom Videoconference in the City of Alpine, Texas. Mayor Eaves led the pledge of allegiance to the flags.

2. **Council Members and City Staff Present –**

City Council Members Present:

Mayor Catherine Eaves
Councilor Chris Rodriguez
Councilor Darin Nance
Councilor Rick Stephens

City Staff and Stakeholders Present:

Megan Antrim, City Manager
Geoffrey R. Calderon, City Secretary

Not Present:

Councilor Judy Stokes
Councilor Martin Sandate

3. **Workshop –**

Workshop for the Fiscal Year 2023-2024 Budget with a focus on a review of expenses.

The City Council workshopped the 2023-2024 budget with a focus on a review of expenses. No official action was taken at this meeting.

4. **City Council Member Comments** – No discussion or action may take place.
5. **Adjourn.** (1:14 P.M.)

APPROVED:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary

CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that notice of this meeting was posted at City Hall, in a convenient and readily accessible place to the general public, and to the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on June 2, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. 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 Office of the City

Council minutes: 06-24-2023

Approved: 07-11-2023

Secretary at (432) 837-3301, option 1, or email city.secretary@cityofalpine.com for further information.

Geoffrey R. Calderon, City Secretary



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

3. Approval of the appointment of Tom Griffith to the Place 3 position on the Planning & Zoning Commission. (D. Nance, City Council)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. Boards & Commissions Application/Questionnaire.

STAFF RECOMMENDATION

APPROVE.

ADMINISTRATION: BOARDS & COMMISSION APPLICATION



Submitted by: Tom Griffith

Submitted On: 2023-06-16 04:35:42

Submission IP: (174.244.84.233)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Records Clerk

Due Date: Open

RECEIVED
City of Alpine, Texas

JUN 16 2023 8:00 A.M.

OFFICE OF THE CITY SECRETARY

BY: 



CITY OF ALPINE ADVISORY BOARDS & COMMISSIONS QUESTIONNAIRE

Qualities that make a great board member:

- A genuine interest in improving life for Alpine residents
- Knowledge of or a willingness to learn about the subject area
- Knowledge of or a willingness to learn local governance rules and norms
- Openness to new ideas
- Considers volunteer service important and worthy of a reasonable time commitment

What the City should provide to board members:

- Clear guidance about expectations for attendance and time contribution
- Clear guidance about rules governing public boards (open meetings and open records requirements)
- Designated staff liaison who regularly reports on meetings to supervisor

Board Chairperson:

- Understands board structure, ordinances, and rules
- Works with the City staff liaison person to coordinate meeting agendas
- Engages board members with calls or follow-up to make sure they can attend the meetings (i.e. quorum)
- Follows up with the City Manager, the City Secretary, and to members of City Council to ask questions and get support as needed.

• **First Name**

Tom

• **Last Name**

Griffith

• **Street Address**

808 N 9th St

• City

Alpine

• State

Tx

• Zip

79830

• Email Address

thomas.arthur.griffith@gmail.com

• Phone

2103656341

• Occupation

Retired engineer

• Are you a resident of Alpine, Texas?

☒ Yes

☐ No

• How long have you been a resident of, or been involved with, Alpine?

7 years

• Are you a qualified (registered) voter of Brewster County?

☒ Yes

☐ No

• Are you a qualified (registered) voter of the City of Alpine?

☒ Yes

☐ No

• Board, Commission, or Committee ("Board") that you have interest in serving on:

Planning

• Please provide brief background information about yourself, including education, work experience, and any special qualifications you have for serving on this Board:

G S administrator Civil engineer It security BS Archictural Engineering UT Austin Master Geography and planning Texas State University San Marcos

Please state why you wish to serve the City of Alpine as a member of a Board:

I sincerely believe that economic and infrastructure planning can greatly improve the quality of life in Alpine. My 40 plus years in Engineering and GIS uniquely qualifies to offer ideas and assists with issues of planning in Alpine Work place history provided upon request

• Do you currently, or have you in the past, served the City of Alpine?

☒ Yes

☐ No

If yes, in what capacity?

Contract yo improve water infrastructure design documents for Alpine in 2017

How long?

Part time for 1 year

• Do you receive any compensation from the City of Alpine or are there any potential conflicts of interest if you serve the City of Alpine?

☒ Yes

☐ No

If yes, please explain:

\$30 per hour contract

Upload a File (Optional)

Choose File No file chosen

Upload a File (Optional)

Choose File No file chosen

Upload a File (Optional)

Choose File No file chosen

Upload a File (Optional)

Choose File No file chosen

As evidenced by my signature below, I certify that the statements contained in this document are true and correct to the best of my knowledge.

▪ **Electronic Signature**

Tom Griffith

▪ **Date**

06/15/1953

Format: MM/DD/YYYY

▪ **I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.**

☒ **Option 1**



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

4. Approval of the appointment of Luis Gomez to the Place 7 position on the Parks & Recreation Board. (C. Eaves, Mayor)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. Boards & Commissions Application/Questionnaire.

STAFF RECOMMENDATION

APPROVE.

ADMINISTRATION: BOARDS & COMMISSION APPLICATION



Submitted by: Luis Gomez

Submitted On: 2023-06-16 14:07:44

Submission IP: (207.218.128.84)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Geo Calderon

Due Date: Open

Attachments

- [Resume 2022.docx](#) - 2023-06-16 02:07:44 pm

RECEIVED
City of Alpine, Texas

JUN 16 2023 9:00 A.M.

OFFICE OF THE CITY SECRETARY

BY:



CITY OF ALPINE ADVISORY BOARDS & COMMISSIONS QUESTIONNAIRE

Qualities that make a great board member:

- A genuine interest in improving life for Alpine residents
- Knowledge of or a willingness to learn about the subject area
- Knowledge of or a willingness to learn local governance rules and norms
- Openness to new ideas
- Considers volunteer service important and worthy of a reasonable time commitment

What the City should provide to board members:

- Clear guidance about expectations for attendance and time contribution
- Clear guidance about rules governing public boards (open meetings and open records requirements)
- Designated staff liaison who regularly reports on meetings to supervisor

Board Chairperson:

- Understands board structure, ordinances, and rules
- Works with the City staff liaison person to coordinate meeting agendas
- Engages board members with calls or follow-up to make sure they can attend the meetings (i.e. quorum)
- Follows up with the City Manager, the City Secretary, and to members of City Council to ask questions and get support as needed.

• **First Name**

Luis

• **Last Name**

Gomez

• **Street Address**

407 N 3rd St

• **City**

Alpine

• **State**

TX

• **Zip**

79830

• **Email Address**

luisgomez.mba@gmail.com

• **Phone**

2143749534

• **Occupation**

Personal Banker

• **Are you a resident of Alpine, Texas?**

☒ Yes

☐ No

• **How long have you been a resident of, or been involved with, Alpine?**

Since the summer of 2009

• **Are you a qualified (registered) voter of Brewster County?**

☒ Yes

☐ No

• **Are you a qualified (registered) voter of the City of Alpine?**

☒ Yes

☐ No

• **Board, Commission, or Committee ("Board") that you have interest in serving on:**

Parks Board

• **Please provide brief background information about yourself, including education, work experience, and any special qualifications you have for serving on this Board:**

Skills: Bi-lingual, Superb Customer Service, and Willingness to Learn and Cooperate with Peers Education: Masters of Business Administration and Masters of Science in Criminal Justice at Sul Ross State University. Work Experience: Personal Banker at West Texas National bank since 2016. Customer service, account management, consumer loan process and decision. I volunteered for the Alpine Volunteer Fire Department for over three years total

Please state why you wish to serve the City of Alpine as a member of a Board:

I have always enjoyed being part of the community when the opportunity arises. Being able to serve my community whilst learning about the logistics and people behind it all is something I would love to experience first hand.

• **Do you currently, or have you in the past, served the City of Alpine?**

☐ Yes

☒ No

If yes, in what capacity?

How long?

• **Do you receive any compensation from the City of Alpine or are there any potential conflicts of interest if you serve the City of Alpine?**

☐ Yes

☒ No

If yes, please explain:

Upload a File (Optional)

No file chosen

Upload a File (Optional)

No file chosen

Upload a File (Optional)

No file chosen

Upload a File (Optional)

No file chosen

As evidenced by my signature below, I certify that the statements contained in this document are true and correct to the best of my knowledge.

▪ **Electronic Signature**

Luis Gomez

▪ **Date**

06/16/2023

Format: MM/DD/YYYY

▪ **I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.**

☒ **Option 1**



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

5. Approval of Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747. (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. Special Use Permit Application & Documents.

STAFF RECOMMENDATION

APPROVE.



TRANSIENT/SHORT TERM RENTAL INSPECTION CHECKLIST

Initial inspection:

At the time of initial application, the short-term rental shall be inspected by the Building Official or designee. The purpose of this inspection is to assure conformance of the dwelling unit with the International Residential Code, Property Management Code and the City of Alpine Short-Term rental ordinance, related to potential safety issues and to establish maximum occupancy, including but not limited to an approved means of egress from every bedroom. A follow up inspection is included in the initial fee. Any further inspections will cost \$80.00 each. An inspection won't occur until all required documents have been received by the city.

PROPERTY OWNER:	JESUSITA GONZALES / ROSIE PALLANEZ
PROPERTY ADDRESS:	1703 E GALLEGO VALENZUELA HOUSE
PROPERTY OWNER PHONE:	432-244-9805/432-853-0994
LOCAL REPRESENTATIVE:	SAME AS OWNER
LOCAL REPRESENTATIVE PHONE:	SAME AS OWNER

GENERAL REQUIREMENTS:

PARKING DIAGRAM APPROVED: YES ☒ NO ☐

☒ House Numbers installed and clearly visible from the street.

☒ Smoke alarms installed in all sleeping rooms.

☒ Carbon Monoxide detectors as required by Fire Code

☒ Fire Extinguisher visibly labeled or displayed.

(1-A-10-BC rating required)

SANITATION:

☒ All plumbing fixtures connected to sanitary sewer with approved P-Traps.

☒ All plumbing fixtures connected to approved water supply with hot & cold water.

☒ No signs of mold or mildew on wall surfaces.

☒ No signs of infestation from rodents or insects.

☒ All sanitary facilities installed and maintained in a safe and sanitary condition.

SAFETY:

☒ Basement & all sleeping rooms are provided with windows designed to meet egress standards or exterior doors.

☒ All stairs, decks, and balconies over 30" in height are provided with approved guardrails.

☒ Requirements of the IBC & IRC are met for dwelling units.

☒ Dwelling has no broken windows or doors.

☒ No broken, rotted, split, buckled of exterior wall or roof coverings that affect the protection of the structural elements behind them.

NUMBER OF OCCUPANTS APPROVED: YES ☒ / NO ☐

OCCUPANT LOAD TOTAL:

MECHANICAL:

☒ Every habitable room contains at least two electrical outlets and light fixtures.

☒ All electrical equipment, wiring, and appliances have been installed and are in safe manner.

☒ Dwelling is equipped with heating facilities in operating condition.

☒ All solid fuel burning appliances are installed per applicable codes, maintained in a safe working condition.

☒ Dwelling has proper ventilation in all rooms and areas where all fuel burning appliances are installed.

STRUCTURAL:

☒ Dwelling has no sags, splits or buckling of ceiling, roofs, roof supports or other horizontal members due to defective material or deterioration.

☒ No split, lean, list, or buckle of dwelling walls, partitions other vertical supports due to defective material or deterioration.

☒ No evidence of decay or damage to exterior or decks.

NOTES:

Fire Extinguisher labeled and proper type

Smoke detector in hallway towards rear rooms.

Fire escape plan

Cover plate on light switch

Corrected 06/19/2023 via photos

Any of the above items which have been checked must be corrected and re-inspected prior to the issuance of a transient/ short-term rental permit.

To request an inspection please call (432) 837-3281

INSPECTED BY:	Andrew Devaney	APPROVED <input checked="" type="checkbox"/> DATE:	06/08/2023
FAILED: <input type="checkbox"/> DATE:		RE-INSPECTION REQUIRED:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>



SHORT-TERM RENTAL PERMIT APPLICATION

RECEIVED

MAY 23 2023

BY: CH

STR-CUP Application Fee is \$350.00 per property (non-refundable)

Please complete one application per property

☒ New Application / ☐ Change in Application

☐ Existing Structure / ☐ New Construction

STR Type: ☐ Owner Occupied ☒ Single Unit Non-Owner-Occupied ☐ Multi-Unit Non-Owner Occupied



PAID
5/23/2023

SECTION 1: PROPERTY INFORMATION			
Property Name (Trade Name) Valenzuela House	Street Number 1703	Street Name East Gallego	
LEGAL DESCRIPTION (must provide copy of survey or describe meets and bounds on 8 1/2 x 11 sheet)			
Addition Thomas Derrick	Block 10	Lot 2	
Present zoning district	Square footage of property 2300	Size of property lot 0.1760	Total Number of Units in Building 1
SECTION 2: PROPERTY OWNER INFORMATION - Complete at least one of section A or B			
A. Individual Ownership			
Owner First Name Jesusita Gonzales Rosie Pallanez	Owner Last Name Gonzales Pallanez	Primary Telephone Number 432-244-9805 432-853-0994	
Mailing Address 610 S 10th Alpine, Texas 79830		Email Address suncatcher.alpine@gmail.com	
B. Corporate Ownership			
Ownership Form: <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Kiosk <input type="checkbox"/> Other (Please Explain)			
Business Name			
Contact First Name	Contact Last Name	Primary Telephone Number	
Mailing Address (cannot be P.O. Box)		Email Address	
SECTION 3: PROPERTY MANAGER /DESIGNATED OPERATOR'S INFORMATION			
First Name Susie Gonzales and Rosie Pallanez	Last Name Gonzales/Pallanez	Primary Telephone Number 432-244-9805 432-853-0994	
Physical Address (must be located within 30 minutes of STR property) 610 S 10th St Alpine Texas 79830		Email Address suncatcher.alpine@gmail.com	

STR HOMEOWNER'S ASSOCIATION DECLARATION

I DECLARE the homeowner's association for which this property belongs allows transient rental /short-term rental dwellings.

Address _____

Managing HOA Representative Signature _____

Date _____

Or:

I DECLARE there is no Homeowners Association requirement for this property.
1703 East Gallego Alpine Texas 79830

Address _____

STR Owners Signature _____

Date _____

STR PROOF OF PROPERTY INSURANCE

☒ I declare that I have obtained short-term rental insurance or an insurance policy that specifically states it includes short-term rentals for the property listed on my STR-SUP application. I have attached proof of this insurance policy to my STR-SUP application.

Property Owner's Signature _____

Date _____

Property Owner's Signature _____

Date _____

Or:

☒ I declare that I do not have specific short-term rental coverage on the property listed in my STR-SUP application. I understand that my homeowners or landlord insurance may not adequately cover my short-term rental.

Property Owner's Signature _____

Date _____

Property Owner's Signature _____

Date _____

Renewal House & Home Policy Declarations

Your policy effective date is April 25, 2023



Page 1 of 4

Total Premium for the Policy Period

Premium for property insured	\$2,019.94
Recoupment Fee Volunteer Rural Fire Department Assistance Program	1.54
If you pay in installments*	\$2,021.48
If you pay in full	\$1,843.18

Your bill will be mailed separately. Before making a payment, please refer to your latest bill, which includes payment options and installment fee information. If you do not pay in full, you will be charged an installment fee(s).

Your total premium for this policy period has increased by at least 10%

Discounts (included in your total premium)

Protective Device	\$20.37	Claim Free	\$304.09
Home Buyer	\$68.10	Allstate Easy Pay Plan	\$94.48
Early Signing	\$18.13	Loyalty	\$94.48
Responsible Payment	\$288.78	Welcome	\$94.48
Total discount savings			\$982.91

Insured property details*

Please review and verify the information regarding your insured property. Please refer to the Important Notice (X73182-1) for additional coverage information. Contact us if you have any changes.

Location of property insured: 1703 E Gallego Ave, Alpine, TX 79830-6606

Location zone: N3037514W10362473

Your location zone is based on the location of the insured property and is one of many factors used in determining your rate.

Dwelling Style:

Built in 1940; 1 family; 2360 sq. ft.; 1 story

Foundation:

Slab at grade, 100%

Interior details:

One builders grade kitchen

One builders grade half bath

Two builders grade full baths

Exterior wall type:

100% brick on frame

Interior wall partition:

Information as of March 9, 2023

Summary

Named Insured(s)
Jesusita Gonzalez
Mailing address
610 S 10th St
Alpine TX 79830-6006

Policy number
429 099 932

Your policy provided by
Allstate Vehicle and Property Insurance Company

Policy period
Beginning April 25, 2023 through April 25, 2024 at 12:01 a.m. standard time

Your Allstate agency is
Aco Insurance Group
10010 San Pedro #345
San Antonio TX 78216-3862
(210) 960-3344
RENERODRIGUEZ@ALLSTATE.COM

Some or all of the information on your Policy Declarations is used in the rating of your policy or it could affect your eligibility for certain coverages. Please notify us immediately if you believe that any information on your Policy Declarations is incorrect. We will make corrections once you have notified us, and any resulting rate adjustments, will be made only for the current policy period or for future policy periods. Please also notify us immediately if you believe any coverages are not listed or are inaccurately listed.

(continued)

TYN090806 07/21



Insured property details* (continued)

100% drywall

Heating and cooling:

Average cost heat & central air
conditioning, 100%

Additional details:

Standard wood sash with glass, 100% Interior wall height - 8 ft, 100%
Two exterior wood doors

Fire protection details:

Fire department subscription - no 1 mile to fire department

Roof surface material type:

Metal
• 100% steel

Roof details:

Predominant roof type: Metal Age of roof - 1 year
Roof geometry - Gable

Metal Roof Surfaces Cosmetic Damage Exclusion:

Your policy does not provide coverage for cosmetic damage (damage that only changes the appearance of your roof) caused by hail to a metal roof surface.

Mortgagee

NONE

1703 E Gallego Ave, Alpine, TX 79830-6606

Loan number: XXXXXXXXXX

Additional Interested Party - None

**This is a partial list of property details. If the interior of your property includes custom construction, finishes, buildup, specialties or systems, please contact your Allstate representative for a complete description of additional property details.*

Coverage detail for the property insured

Coverage	Limits of Liability	Applicable Deductible(s)
Dwelling Protection	\$303,041	• \$3,030 Windstorm and Hail • \$3,030 All other perils
Other Structures Protection	\$15,153	• \$3,030 Windstorm and Hail • \$3,030 All other perils
Personal Property Protection	\$181,825	• \$3,030 Windstorm and Hail • \$3,030 All other perils
Additional Living Expense	Up to 24 months not to exceed \$60,609	
Family Liability Protection	\$100,000 each occurrence	
Guest Medical Protection	\$5,000 each person	
Foundation Water Damage	\$5,000	
Building Codes	Not purchased*	
Building Structure Reimbursement Extended Limits	Not purchased*	

GENERAL RELEASE OF LIABILITY

I, Jesusita Gonzales and Rosalinda Pallanez, of 610 S 10th,
Alpine Texas 79830 (Hereinafter the "Releasor") have agreed to this General
City State Zip
Release of Liability ("Agreement") for no payment or consideration.

THEREFORE under the terms of this Agreement and sufficiency of which is hereby acknowledged, do hereby release and forever discharge City of Alpine, of 100 N. 13th Street, Alpine, Texas, 79830 (Hereinafter the "Releasee") including their agents, employees, successors, and assigns, personal representatives, affiliates successors and assigns, and any and all persons, firms or corporations liable or who might be claimed to be liable, whether or not herein named, none of whom admit any liability to the undersigned, but all expressly denying liability, from any and all claims demands, damages. Actions, causes of action or suits of any kind or nature whatsoever, which I now have or may hereafter have, arising out of or in any way relating to any and all injuries and damages that may develop in the future, as a result or in any way relating to the undersigned's decision, as a Short-Term Rental Operator in Alpine, Texas to operate a Short-Term Rental.

It is understood and agreed that this Agreement is made and received in full and complete settlement and satisfaction the causes of action, claims, and demands mentioned herein; that this Release contains the entire Agreement between the parties; and that the terms of this Agreement are contractual and not merely a recital. Furthermore, this Release shall be binding upon the undersigned, and his respective heirs, executors, administrators, personal representatives, successors, and assigns. This release shall be subject to and governed by the laws of the State of Texas.

This Release has been read and fully understood by the undersigned and has been explained to me.

EXECUTED this 22nd day of MAY, 20 23.

Releasor's Signature: Rosie Pallanez
Jesusita Gonzales
Releasor's Printed Name: Rosie Pallanez

SIGNATURE TO AUTHORIZE FILING OF A STR-SUP

Submit an additional signature page if necessary.

Rosie Valenzuela Palkanez
Print Applicant Name

Rosie Palkanez
Applicant signature

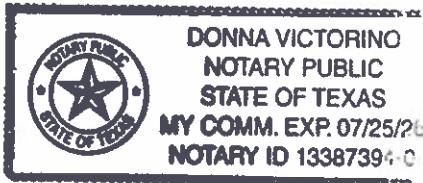
The State Of Texas
County Of Brewster
Before Me Donna Victorino
Notary

on this day personally appeared Rosie Valenzuela Palkanez
Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Seal

Given under my hand and seal of the office this may day of 22, A.D. 2023



Donna Victorino
Notary in and for the State of Texas

Jesusita Valenzuela Gonzales
Print Applicant Name

[Signature]
Applicant signature

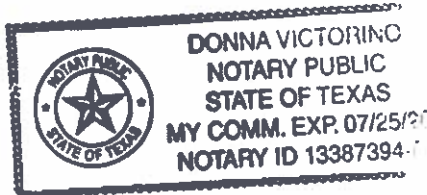
The State Of Texas
County Of Brewster
Before Me Donna Victorino
Notary

on this day personally appeared Jesusita Valenzuela Gonzales
Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Seal

Given under my hand and seal of the office this may day of 22, A.D. 2023



Donna Victorino
Notary in and for the State of Texas

SHORT TERM RENTAL INSPECTION CHECKLIST

Initial inspection: At the time of the initial application, the short-term rental shall be inspected by the Building Official or designee. The purpose of this inspection is to assure conformance of the dwelling unit with the International Residential Code, International Fire Code, Property Management Code and City of Alpine Short term Rental ordinance, related to potential safety issues and to establish maximum occupancy, including but not limited to an approve means of egress from every bedroom. A follow up inspection is included in the initial fee. Any further inspections will cost \$35.00 each.

An inspection won't occur until all required application documents and permit fee have been received by the City.

To request an inspection please call Building Services, 432.837.3281.

General requirements:

- House numbers installed and clearly visible from street.
- Smoke alarms installed in all sleeping rooms.
- Carbon monoxide detectors as required by fire code.
- Fire extinguisher or sprinkler system.

Sanitation:

- All plumbing fixtures connected to sanitary sewer with approved P-traps.
- All plumbing fixtures connected to approved water supply Hot and Cold water.
- No signs of mold or mildew on wall surfaces.
- No signs of infestation from rodents or insects.
- All sanitary facilities installed and maintained in safe and sanitary conditions

Safety:

- Basement and all sleeping rooms are provided with windows designed to meet egress standards or exterior doors.
- All stairs, decks and balconies over 30 inches in height are provided with approved guardrails.
- Requirements of the IBC and IRC are met for dwelling units.
- Dwelling has no broken windows or doors.
- No broken, rotted, split, buckled of exterior wall or roof coverings that affect the protection of the structural elements behind them.

Mechanical:


- Every habitable room contains at least two electrical outlets and light fixtures.
- All electrical equipment, wiring and appliances have been installed and are in a safe manner.
- Dwelling is equipped with heating facilities in operating condition.
- All solid fuel burning appliances are installed per applicable codes maintained in safe working conditions.
- Dwelling has proper ventilation in all rooms and areas where fuel. All fuel burning appliances are installed.

Structural:

- Dwelling has no sags, splits or buckling of ceilings, roofs, ceiling or roof supports or other horizontal members due to defective material or deterioration.
- No split, lean, list or buckle of dwelling walls, partitions or other vertical supports due to defective material or deterioration.
- No evidence of decay or damage to exterior stairs or decks.

I acknowledge the Short-term inspection checklist requirements.


Applicant's Signature


Rosie Pallanez
Printed Name

5-22-23
Date

May 22, 2023

City of Alpine

Alpine Texas 79830

Dear City Secretary,

We are the property owners of Valenzuela House. This is a residential childhood home which we plan to use as a Short-Term Rental while we find a buyer for it. The house is located at 1703 East Gallego Avenue in Alpine, Texas. Our house sits on 2 lots in Thomas Derrick addition.

The property will not cause any harm in any way to the value, use or enjoyment of other properties in the neighborhood. The home has been interiorly upgraded and is comfortable and safe. The land is very well maintained, fenced and we do the grounds maintenance to the property on a weekly basis. This house definitely adds value to other houses in the neighborhood.

Thank you for your consideration and time.

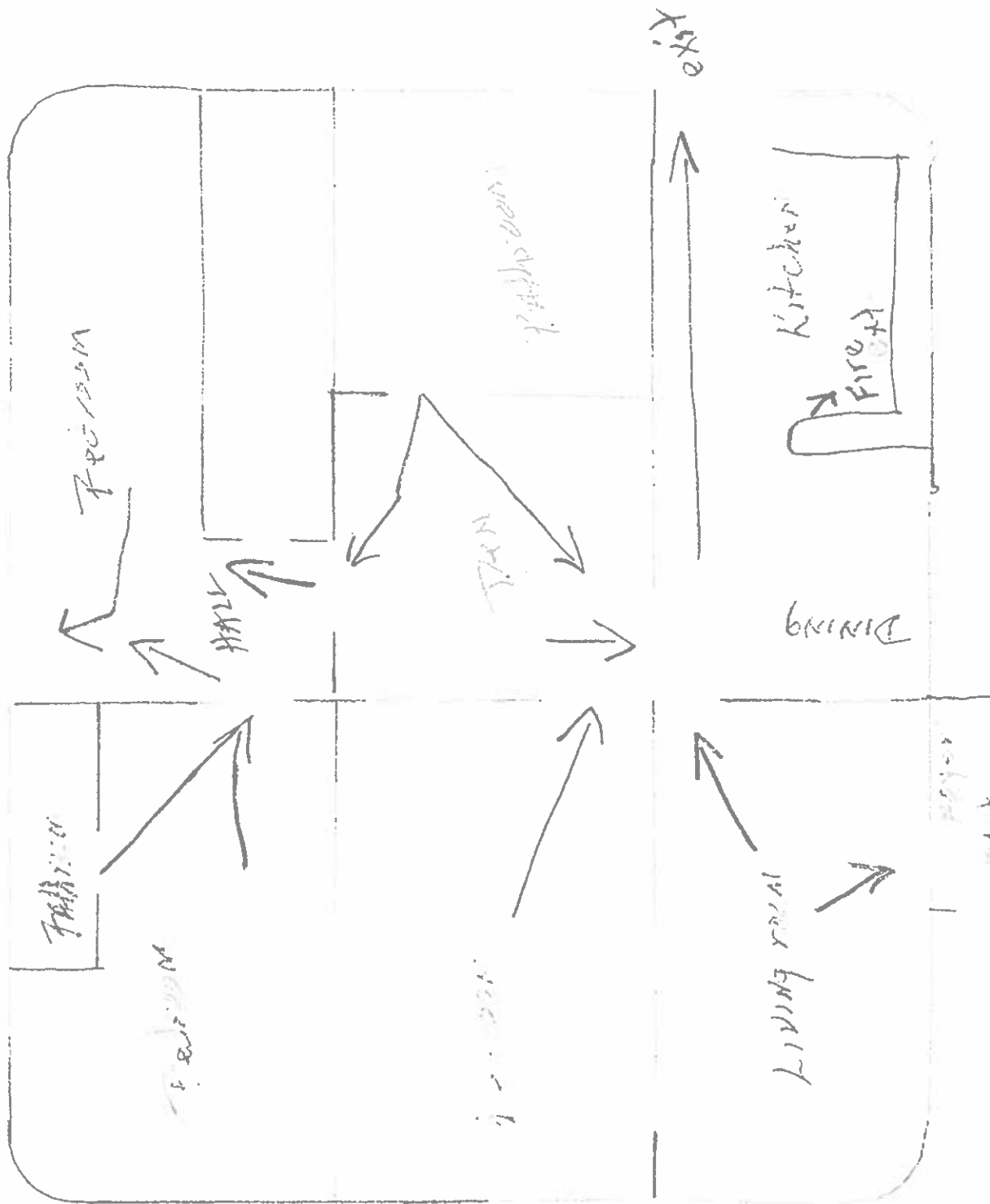
Property owners:

Rosalinda Pallanez

Jesusita Gonzales

Valenzuela House

Exit



Parking Plan – 1703 East Gallego

- 1. Parking in covered carport – 1 vehicle**
- 2. Parking outside adjacent to carport – 2 vehicles**
- 3. Parking in front of house – 2 vehicles**

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER

WARRANTY DEED

Book 0372 / Page 072
Doc #108436

Grantor: Felix G. Valenzuela and Rosalinda (Rosie) V. Pallanez

Grantor's Mailing Address: 1703 East Gallego
Alpine, Texas 79830

Grantee: Rosalinda (Rosie) V. Pallanez and Jesusita (Susie) V. Gonzales

Grantee's Mailing Address: 46664 S. Hwy 118 North Double Diamond
Alpine, Texas 79830

And

610 S 10th St
Alpine, Texas 79830

Consideration:

Ten Dollars and other good and valuable consideration, cash paid by the Grantee herein, the receipt of which is hereby acknowledged by Grantor herein, and for which no lien, either expressed or implied, shall be retained or exist.

Property (including improvements): Situated in Brewster County, Texas, to-wit:

Being all of Grantor's interest in and to all of Lot Two (2) and Lot Three (3), Block Ten (10), Thomas-Derrick Addition to the City of Alpine, Brewster County, Texas, as the same appears in the Map or Plat Records on file in the Office of the County Clerk of Brewster County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

Any covenants, reservations, or restrictions duly filed of record in the Office of the County Clerk of Brewster County, Texas.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in anywise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof.

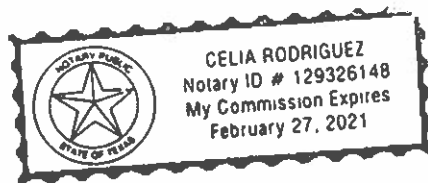
Witness my hand at Alpine, Brewster County, Texas this the 23 day of July, 2019.

Felix G. Valenzuela
Felix G. Valenzuela

Rosalinda V. Pallanez
Rosalinda (Rosie) V. Pallanez

THE STATE OF TEXAS,)
)
COUNTY OF BREWSTER,) BEFORE ME, the undersigned, a Notary Public in and
for said County and State, on this day personally appeared Felix G. Valenzuela, known to
me to be the person whose name is subscribed to the foregoing instrument, and ^{Rosalinda V. Pallanez}
acknowledged to me that he executed the same for the purposes and consideration therein
expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 23 day of July, 2019.



Celia Rodriguez
Notary Public in and for
Brewster County, Texas

Doc#: 108436

Pages: 3

07/31/2019 10:25AM

Filed & Recorded in

Official Records of

BREWSTER COUNTY

BERTA RIOS-MARTINEZ

COUNTY CLERK

Fees: \$30.00

STATE OF TEXAS

COUNTY OF BREWSTER

I hereby certify that this Instrument was
FILED on the date and at the time stamped
hereon by me and was duly RECORDED in the
Volume and Page of the Official Public
Records of Brewster County, Texas
VOL: 0372 PAGE: 0729

Berta Rios-Martinez

County Clerk, Brewster County, Texas

INFORMATION SHEET

1. 24-hour contact:
 - a. Susie Gonzales (432) 244-9805
 - b. Rosie Pallanez (432) 853-0994
 2. Parking:
 - a. Carport parking – 1 vehicle
 - b. Outside parking adjacent to carport – 2 vehicles
 - c. Street parking – 3 vehicles
 3. Keep noise to a minimum, no loud parties or events.
 4. Trash pick-up is every 3 days, dumpster is located across the street.
 5. Emergencies:
 - a. Call 911
 - b. Alpine Police Dept. – (432) 837-3486
 - c. Sheriff's Office (432) 837-3488
 - d. Fire Department – Call 911 or APD or Sheriff's office.
 - e. Poison Control – (800) 222-1222
 - f. Hospital – (432) 837-3447
 6. Weather: Tune in to KVLF 1240 AM or KALP 92.7 FM for weather information every hour on the hour.
-



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

6. Approval of final City Attorney invoice from Rod Ponton. (M. Antrim, City Manager)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. Final Invoice for City Attorney Services from Rod Ponton.

STAFF RECOMMENDATION

APPROVE.

Bill to:

City of Alpine
100 N 13 Street
Alpine, TX 79830

INVOICE

To June 22, 2023

Invoice Date June 22, 2023
Invoice Number 305
Due Date Due Upon Receipt

City Attorney 0247

Final bill - May 1, 2023, to present

Account Summary

Previous Balance	\$6,573.80
Payments Received	\$0.00
Outstanding Balance	\$6,573.80
Current Invoice	\$12,050.00

Total Due	\$18,623.80
------------------	--------------------

Fee Detail

Date		Description	Hours	Rate	Total
5/1/2023	RP	Daugherty well follow up; draft memo to CC on lease status, TAC requirements to bring old irrigation well back into PWS	1.60	\$200.00/hr	\$320.00
5/1/2023	RP	Initial review CM status email	0.40	\$200.00/hr	\$80.00
5/1/2023	RP	AEP general counsel T/C x2, and follow ups on franchise agreement amount and term lengths	0.50	\$200.00/hr	\$100.00
5/2/2023	RP	Finalize Daugherty well memo to CC on lease status, TAC requirements to bring back online	1.00	\$200.00/hr	\$200.00
5/2/2023	RP	TC w/ CS on Skyway question, zoning/annexation	0.20	\$200.00/hr	\$40.00

Date		Description	Hours	Rate	Total
5/3/2023	RP	Skyway follow up; revisions to Skyway II Dev. Agreement (USP requirement; remove extraneous prior language) and MSA to include prospective owner	1.00	\$200.00/hr	\$200.00
5/4/2023	RP	Status update pending matters email to CM	0.60	\$200.00/hr	\$120.00
5/4/2023	RP	Review comments received from Skyway on MSA-Dev Agreement; follow up to CM	1.10	\$200.00/hr	\$220.00
5/4/2023	RP	AEP franchise fee negotiation update to CC	0.70	\$200.00/hr	\$140.00
5/4/2023	RP	Fwd. TDS notice via email	0.10	\$200.00/hr	\$20.00
5/5/2023	RP	Review Daugherty attorney comments on well costs, needs to bring online, negotiable terms	0.80	\$200.00/hr	\$160.00
5/5/2023	RP	Review further Skyway corr. received	0.30	\$200.00/hr	\$60.00
5/6/2023	RP	Initial review-research Cole card room inquiry from CM-CS	0.90	\$200.00/hr	\$180.00
5/8/2023	RP	Review CS inquiry on zoning ordinance amendment to remove automatic R-1 designation in City Code upon annex; draft proposed ordinance	2.10	\$200.00/hr	\$420.00
5/8/2023	RP	Review CC packet-agenda for 5/9 meeting; CA report item prep/review	0.90	\$200.00/hr	\$180.00
5/8/2023	RP	Review follow up fwd. by CS on Cole card room, further research, reply	0.90	\$200.00/hr	\$180.00
5/8/2023	RP	Review abandon road conveyance research, other city ordinances	0.70	\$200.00/hr	\$140.00
5/9/2023	RP	Prep-attend CC meeting; MC update, AEP Skyway, ROW convey, TDS	4.60	\$200.00/hr	\$920.00
5/9/2023	RP	Review CM concerns on Skyway counter received	0.80	\$200.00/hr	\$160.00
5/10/2023	RP	Review/incorporate city edit to AESB BC-Alpine interlocal re annual cost/city budget	0.80	\$200.00/hr	\$160.00
5/10/2023	RP	Daugherty well follow ups; draft party MOU to allow city access/feasibility review; cooperation of parties; fwd. to Daugherty attorney & CM	2.10	\$200.00/hr	\$420.00
5/10/2023	RP	Draft ROW-abandon conveyance ordinance	1.00	\$200.00/hr	\$200.00

Date		Description	Hours	Rate	Total
5/11/2023	RP	Review Skyway developer/city emails req. for meeting/scheduling, reply	0.20	\$200.00/hr	\$40.00
5/11/2023	RP	Prep-attend MC docket	2.00	\$200.00/hr	\$400.00
5/15/2023	RP	Review city liabilities-claims-pending legal matters for audit letter; draft/send to Gibson, Ruddock, Patterson LLC	2.30	\$200.00/hr	\$460.00
5/15/2023	RP	Review CM comments on road abandon-convey ordinance, reply	0.40	\$200.00/hr	\$80.00
5/15/2023	RP	Review 5/16 CC agenda-packet	0.50	\$200.00/hr	\$100.00
5/16/2023	RP	Prep-attend CC meeting	1.20	\$200.00/hr	\$240.00
5/17/2023	RP	AEP follow up to CM on franchise fee negotiation status	0.30	\$200.00/hr	\$60.00
5/17/2023	RP	Follow up on proposed ordinances restricting business sought by P&Z, state legislative supersede update info	0.50	\$200.00/hr	\$100.00
5/23/2023	RP	Review CS fwd. messages re Rutledge Brown Ave ROW abandon matter and request to discuss at 6/6 CC meeting	0.70	\$200.00/hr	\$140.00
5/25/2023	RP	Prep-attend MC docket	1.20	\$200.00/hr	\$240.00
5/26/2023	RP	Skyway conf. call and begin cited redraft of Dev. Agreement	2.40	\$200.00/hr	\$480.00
5/30/2023	RP	Per CM comments, re-draft proposed ROW conveyance ordinance w/ spec. definitions, detailed process,	2.10	\$200.00/hr	\$420.00
5/30/2023	RP	Finalize muni-code/TX law footnote-cited re-draft of Skyway Dev. Agreement; fwd. to Skyway post-CM review	1.90	\$200.00/hr	\$380.00
5/30/2023	RP	MC defendant - office drop-in and follow up	0.50	\$200.00/hr	\$100.00
5/31/2023	RP	Compile city attorney report topics, provide to CS	0.60	\$200.00/hr	\$120.00
6/2/2023	RP	Review Skyway resp. to 5/30 Dev. Agreement revisions, case law, and Skyway's revisions	1.10	\$200.00/hr	\$220.00
6/5/2023	RP	Cont. draft revised ROW abandon-convey ord. as proposed new section to Alpine muni code	0.80	\$200.00/hr	\$160.00

Date		Description	Hours	Rate	Total
6/5/2023	RP	Review 6/6 CC agenda-packet, prep City Atty. items	0.90	\$200.00/hr	\$180.00
6/6/2023	RP	Finalize proposed ROW-abandon convey ord./ new Alpine muni-code section	0.50	\$200.00/hr	\$100.00
6/6/2023	RP	Cont. prep city attorney report items and attend CC meeting	4.10	\$200.00/hr	\$820.00
6/7/2023	RP	Per 6/7 CM email request, begin processing for converting all 1) emails (sent/rcd, w/ pdf converted attachments); 2) memos, ltrs., corr.; 3) meeting minutes, agendas; 4) contracts/ agreements/legal docs; 5) research; 6) forms (All city atty. work product to PDF from June 1, 2021 to June 6, 2023 for City record & to be transmitted electronically)	0.90	\$200.00/hr	\$180.00
6/9/2023	RJ	Processing-converting City Atty. files, corr., attached docs to PDF,	2.10	\$100.00/hr	\$210.00
6/13/2023	RJ	Cont. processing City Attorney items for requested PDF formatting	2.50	\$100.00/hr	\$250.00
6/19/2023	RJ	Cont. processing City Attorney items for requested PDF formatting	5.50	\$100.00/hr	\$550.00
6/20/2023	RJ	Cont. processing City Attorney items for requested PDF formatting	5.20	\$100.00/hr	\$520.00
6/21/2023	RJ	Cont. processing City Attorney items for requested PDF formatting, organize PDF folders	6.10	\$100.00/hr	\$610.00
6/21/2023	RP	Review of RJ PDF City Attorney item processing/organization; approve	0.90	\$200.00/hr	\$180.00
6/22/2023	RJ	Finish organization of City Attorney items in digital PDF format; upload files to Dropbox share link	0.90	\$100.00/hr	\$90.00
Hours Total			71.40	Fee Total	\$12,050.00

Expense Detail

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
Expenses Total				\$0.00

Fees	\$12,050.00
Expense	\$0.00
Current Due	\$12,050.00
Outstanding Balance	\$6,573.80
Total Due	\$18,623.80

City Attorney 0247
City of Alpine

Due Date	Due Upon Receipt
Invoice #	305
Total Due	\$18,623.80
Amount Paid	<div>\$.</div>

Make payment to:

BIG BEND LAW
2301 N Hwy 118
Alpine, Texas 79830

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CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

CONSENT AGENDA

7. Approval of June City Attorney invoice from Bojorquez Law Firm. (M. Antrim, City Manager)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. June 2023 City Attorney Invoice.

STAFF RECOMMENDATION

APPROVE.

INVOICE

Number	11454
Issue Date	6/30/2023
Due Date	7/30/2023

City of Alpine
 Megan Antrim, Director of Finance/ Interim City Manager
 100 N 13th St.
 Alpine, TX 79830

Alpine - General

Time Entries	Billed By	Rate	Hours	Sub
6/14/2023 Receive direction from attorney regarding assignment to draft two resolutions regarding the conveyance of property. Phone call to law clerk to assign project. Transcribe handwritten notes on project and send to law clerk to assist in drafting of Resolutions.	Jessica Grosek	\$108.00	0.70	\$75.60
Time Entries Total			0.70	\$75.60
Total for Alpine - General				\$75.60

Alpine - Real Estate

Time Entries	Billed By	Rate	Hours	Sub
6/15/2023 Resolutions Conveying Property: Provide additional information on assignment to law clerk. Obtain and provide documents to assist in drafting of Resolutions.	Jessica Grosek	\$108.00	0.20	\$21.60
6/19/2023 Real Estate: Drafted resolutions for surplus property policy and conveyance of surplus property.	Abby Cibulka	\$113.00	2.90	\$327.70

Time Entries	Billed By	Rate	Hours	Sub
6/21/2023	Jessica	\$108.00	0.20	\$21.60
Conveying surplus property: Print draft resolutions establishing policy and authority to convey property.	Grosek			
Organize into binder for attorney review. Save resolutions to client file.				
Time Entries Total			3.30	\$370.90
Total for Alpine - Real Estate				\$370.90
Total (USD)				\$446.50
Paid				\$0.00
Balance				\$446.50

Terms & Conditions

WARNING: While this document is a public record subject to release under Tex. Gov't Code Ch. 552.022(a), it might contain *Confidential/Privileged* information exempt from disclosure.

Make checks payable to Bojorquez Law Firm, PC

Tax ID#27-0818127

11675 Jollyville Road, Suite 300

Austin, TX 78759

ALL PAST DUE AMOUNTS ARE SUBJECT TO INTEREST CHARGES

Timekeeper Totals

Name	Rate	Hours	Total
Jessica Grosek	\$108.00	1.10	\$118.80
Abby Cibulka	\$113.00	2.90	\$327.70



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023**

CONSENT AGENDA

8. Approval of Third Quarter 2022-2023 Investment Report. (M. Antrim, City Manager)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. Third Quarter 2022-2023 Investment Report.

STAFF RECOMMENDATION

APPROVE.

CITY OF ALPINE
QUARTERLY COUNCIL REPORT
FY 2022 - 2023 3RD QUARTER
INVESTMENT REPORT

ACCOUNT TYPE	PURCHASE DATE	MATURITY DATE	Beginning Balance	INTEREST	CHANGE AMOUNT	INTEREST/DIVID	BOOK VALUE	MARKET VALUE	Fund Distribution
TexStar	N/A	On Demand	03/31/23 \$2,031,860.83	06/30/23 0.998060%	\$0.00	\$25,354.88	\$2,057,215.71	\$2,057,215.71	All Funds
		Resolution 2021-12-01 - 1st Payment of ARPA (\$741,127.78) - DEDICATED TO WASTEWATER Collateral Limits Reached at WTNB- Transferred \$500,000 May 17, 2022 from General Fund - Council notified Collateral Limits at WTNB - Transferred 2nd Payment of ARPA (\$742,592.47)							
TXClass - Capital Improvements	7/27/2016	On Demand	\$289,035.20	5.2674%	\$0.00	\$3,748.08	\$292,783.28	\$292,783.28	General Fund - Road Repair
TXClass - Airport Reserve	8/10/2015	On Demand	\$29,092.91	5.2674%	\$0.00	\$377.31	\$29,470.22	\$29,470.22	Airport
TXClass - HOT Reserve	8/11/2015	On Demand	\$88,500.04	5.2674%	\$0.00	\$1,147.62	\$89,647.66	\$89,647.66	Tourism
TXClass - Creek Project	7/17/2017	On Demand	\$234,745.64	5.2674%	\$0.00	\$3,044.05	\$237,789.69	\$237,789.69	General Fund - Splash Pad Generators
TXClass - Fire Dept	7/17/2017	On Demand	\$202,300.63	5.2674%	\$0.00	\$2,623.29	\$204,923.92	\$204,923.92	General Fund - Fire
TXClass - Water/Sewer Infrastructure	6/20/2017	On Demand	\$807,234.41	5.2674%	\$0.00	\$11,994.66	\$936,971.18	\$936,971.18	Water/Sewer
		Resolution 2021-08-02 - \$50,000 dedicated to Splash Pad - remaining funds for purchase of generators Lift Station Repairs							
TXClass - Pueblo Nuevo Park	9/27/2022	On Demand	\$76,635.93	5.2674%	\$0.00	993.75	\$77,629.68	\$77,629.68	Pueblo Nuevo - City Match
Beginning Total Investments			\$3,877,147.70	Total Interest		\$49,283.64	Total Investments	\$3,926,431.34	

This quarterly report is in full compliance with the investment strategy as established for the City's funds in the City's Investment Policy and meets the reporting requirements mandated by the Public Funds Investment Act (Chapter 2256) as amended.

Prepared by


Megan Arhim
City Manager

ACTION ITEMS OVERVIEW

8. Information or Discussion Items –

1. Emergent Air Quarterly Report (M. Antrim, City Manager)
2. Alpine Volunteer Fire Department report by Fire Chief, Andrew Pierce (M. Antrim, City Manager)
3. Water and Waste Water System Performance. (R. Stephens, City Council)



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

INFORMATION OR DISCUSSION

1. Emergent Air Quarterly Report. (M. Antrim, City Manager)

BACKGROUND

- None.

SUPPORTING MATERIALS

- Emergent Air Quarterly Report.

STAFF RECOMMENDATION

- NONE.

EMERGENT**AIR AMBULANCE**

Emergent Air Alpine, Texas 4/1/2023-06/30/2023

Local phone number-(432) 606-2373

Local management-

President- Lee King-(575)305-5571 lking@emergentair.co

Program Manager-Walter Kuykendall (575)642-1651 wkuykendall@emergentair.co

Supervisor-

01/01/2023-03/31/2023

Number of calls	358 Total
Number of Trauma Calls	50 Adult 3 Pediatric
Number of Medical Calls	228 Adult 9 Pediatric
Response Times (Emergent)	9.99 City 22.52 County
Scene Times	16.88 minutes
DOA's	3
Number of times secondary called in	61
Number of bypasses of BBRMC	3
Staffing	85%



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

INFORMATION OR DISCUSSION

2. Alpine Volunteer Fire Department report by Chief, Andrew Pierce. (M. Antrim, City Manager)

BACKGROUND

- None.

SUPPORTING MATERIALS

- Slide Presentation/Report.

STAFF RECOMMENDATION

- NONE.

Alpine Fire Department Quarterly Report

Alpine City Council Meeting



Presented by Chief Pierce

Notable Events

- Fire Department Response to enhanced wildfire weather
- Community and business donations of water and sports drinks to AFD
- More new structural gear arrival!
- Standby and Fundraising at Kokernot for Independence Day

Notable Calls

Sunny Glenn/1708 Brush Fire

- Grass fire starting on roadway, traveling quickly towards an occupied structure.
- Requested assistance from Marathon Fire, able to stop the fire and cancel.
- Community members and business came out to help



Notable Calls

Brush Fire on N State 118

- Fire started on the roadway on the north side of Big Hill and traveled rapidly
- Fire was stopped by fire units making a fast attack
- No loss of property
- UDPS/BCSO provided traffic control for fire units



Structure Gear

Brush Fire on N State 118

- More structural firefighting turnout gear has come in
- Supplied By DACO Fire Supply, Lubbock
- More on the way, with most of the department now issued new turnout gear



Pictured L/R: Cpt. Z. Davis, Cpt. J. Worden, FF A. Montemayor, FF V. Tucker, Asst. Chief C. Worden

Notable training

SCBA Conditioning

- Firefighters will now be apart of an SCBA Conditioning program
- Allows firefighters to learn their limit and train
- Enhances every aspect of training
- Provides realistic conditions that firefighters would operate in

Future plans

- Upkeep on current fleets emergency lighting
- Update woodland firefighting equipment
- Provide outreach for fire prevention month
- Stop The Bleed training

Call breakdown

CITY CALLS	COUNTY CALLS
11	33

Structure Fire	Brush Fire	MVC	Misc Fire/Rescues
0	23	4	17

Any questions?





CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

INFORMATION OR DISCUSSION

3. Water and Wastewater System Performance. (R. Stephens, City Council)

BACKGROUND

- Background - At the last City Council meeting there were two key issues raised about water production for the City of Alpine. First was the significant concern about water production on the east side due to low tank levels. Second was the lack of production of effluent water at the waste water treatment plant for the past year.
- City Manager provide the average daily volume of water produced and delivered in June and provide an update for the plan on when effluent will once again be available for use from the waste water treatment plant.

SUPPORTING MATERIALS

1. None.

STAFF RECOMMENDATION

- NONE.

ACTION ITEMS OVERVIEW

9. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

1. Approve the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue. (M. Antrim, City Manager)
2. Approve Resolution 2023-07-01, a resolution of the City Council of the City of Alpine, Texas authorizing the City to participate in the Texas Department of Transportation Aviation Grant Program for the creation of an Airport Layout Plan to provide short and long term objectives for the Alpine-Casparis Municipal Airport. (M. Antrim, City Manager)
3. Approve Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district. The Planning & Zoning Commission has recommended denial of this Replat. (M. Antrim, City Manager)
4. Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block 1, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District. (M. Antrim, City Manager)
5. Approve Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcohol Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886. (M. Antrim, City Manager)



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

To: Honorable Mayor and City Council
Agenda Item: Action Item 1 – Ordinance 2023-06-01
Agenda Sponsor: M. Antrim, City Manager
Memo Prepared By: M. Antrim, City Manager

SYNOPSIS

Approve the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue. (M. Antrim, City Manager)

BACKGROUND

- In September 2022, Ward 1 Council Representative, Judy Stokes, requested to visit with Chief Darrell Losoya to discuss complaints she had received regarding speeding along various streets in Ward 1.
- A traffic Study was completed and recommendations made.
- Chief Losoya's recommendations include the addition of four-way stop signs along 8th and 7th Streets.
 - a. Intersections of 8th Street and Sul Ross Avenue.
 - b. Intersections of 8th Street and Avenue A.
 - c. Intersections of 7th Street and Hendryx.
 - d. Intersections of 8th and Del Rio Avenue.

SUPPORTING MATERIALS

1. Ordinance 2023-06-01.
2. Chief Losoya recommendation.

STAFF RECOMMENDATION

APPROVE.

STATE OF TEXAS
CITY OF ALPINE

COUNTY OF BREWSTER

ORDINANCE 2023-06-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AUTHORIZING THE INSTALLATION OF ADDITIONAL FOUR WAY STOP SIGNS AT THE INTERSECTIONS OF 8TH STREET AND SUL ROSS AVENUE, THE INTERSECTIONS OF 8TH STREET AND AVENUE A, THE INTERSECTIONS OF 7TH AND HENDRYX AVENUE, AND THE INTERSECTIONS OF 8TH STREET AND DEL RIO AVENUE.

WHEREAS, the City of Alpine has the authority by charter and ordinance to establish street control signs, including stop signs, for citizen safety and traffic control; and

WHEREAS, the Uniform Manual on Traffic Control gives direction on the justification and specifications for the placement of street control signs; and

WHEREAS, the Alpine Police Department has completed a traffic study of the area and recommends the addition of four, four-way stop signs; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS THAT:

SECTION 1. The above stated findings contained in this ordinance are hereby adopted.

SECTION 2. Additional four-way stop signs shall be installed at the:

- A. Intersections of 8th Street and Sul Ross Avenue
- B. Intersections of 8th Street and Avenue A
- C. Intersections of 7th Street and Hendryx
- D. Intersections of 8th Street and Del Rio Avenue

SECTION 3. Following the installation of the four-way stop signs, law enforcement agencies will have the authority to issue citations for any violations concerning, among other things, an individual's failure to stop.

SECTION 4. This ordinance will become effective immediately upon its passage by the City Council.

APPROVED AND ADOPTED THIS 11th DAY OF JULY 2023 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

INTRODUCTION & FIRST READING

SECOND AND FINAL READING

JUNE 20, 2023

JULY 11, 2023

APPROVED:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary

APPROVED AS TO FORM:

City Attorney



Chief Darrell R. Losoya
Telephone (432) 837-3486

losoya.police@ci.alpine.tx.us
Fax (432) 837-2616

I am recommending the installation of STOP SIGNS at the following intersections in Ward 1.

- 4 way stop sign at the intersection of 8th Street and Sul Ross Avenue
 - There have been 4 motor vehicle accidents within the past 10 years at this intersection
- 4 way stop sign at the intersection of 8th Street and Avenue A
 - There have been 2 motor vehicle accidents within the past 10 years at this intersection
- 4 way stop sign at the intersection of 7th Street and Hendryx Avenue
 - No motor vehicle accident within the past 10 years
 - Due to the apartment complex located at the intersection this has caused more traffic in the area and the 4 way stop sign could prevent a motor vehicle accident in the future
- 4 way stop sign at the intersection of 8th Street and Del Rio Avenue
 - There has been 1 motor vehicle accident within the past 10 years at this intersection
 - I originally had chosen the intersection at 8th Street and Uvalde but due to the traffic study and speed survey on Del Rio. I believe that this intersection is much better suited.

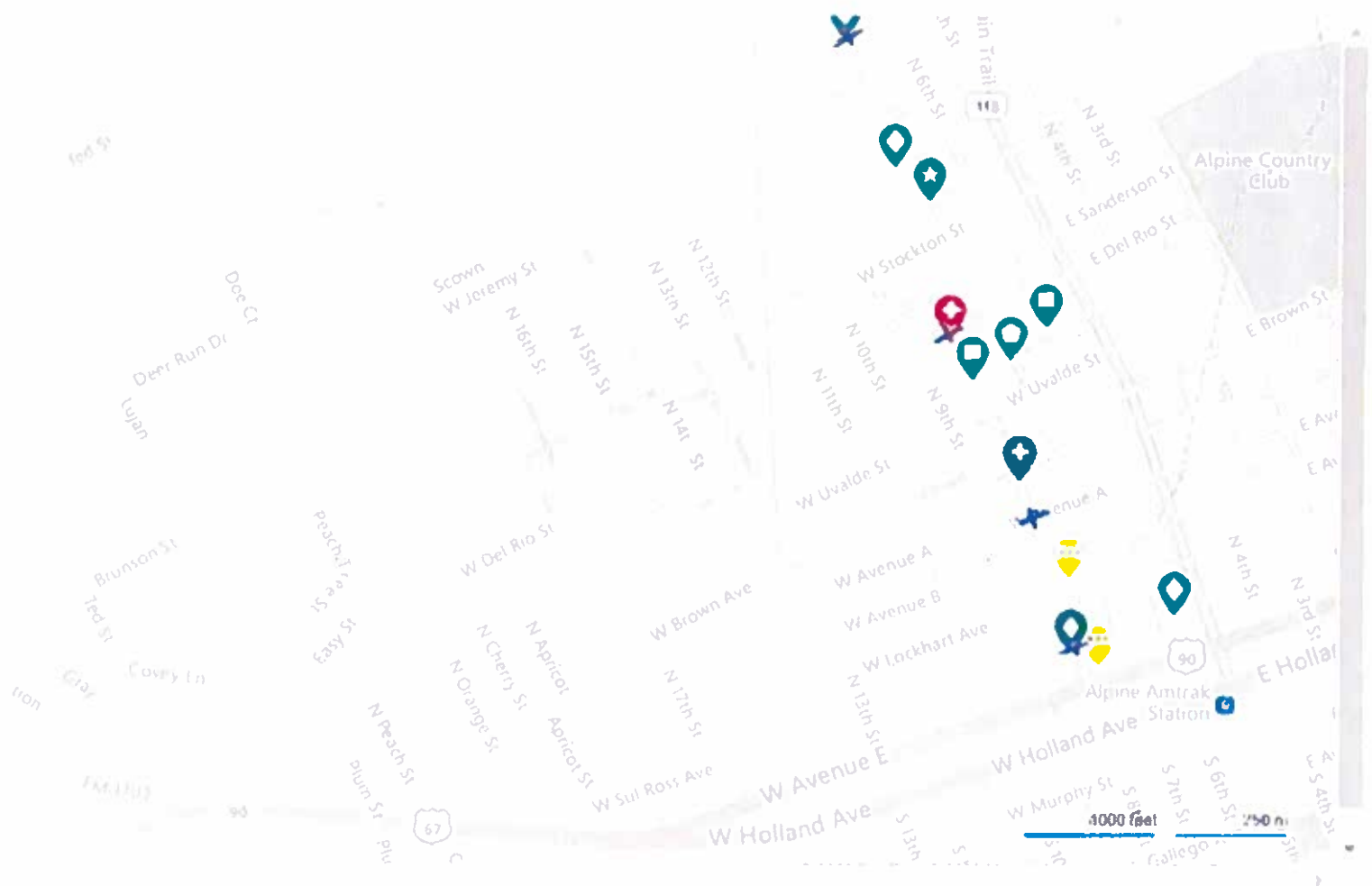
I am recommending a city wide speed limit change to 25 miles per hour in city streets.

Please let me know if you have any questions or concerns.

Darrell R. Losoya
Chief of Police
Alpine Police Department

QUERY

All crash data available using this tool represents reportable data collected from Texas Peace Officer's Crash Reports (CR-3) received and processed by the Texas Department of Transportation (Department) as of 05/31/2023. The Department makes no warranty, representation or guaranty as to the content, accuracy, timeliness or completeness of any of the information provided as a result of your query. Any opinions and conclusions resulting from analysis performed on the crash data must be represented as your own and not those of the State of Texas or the Department.



Legend

- 2014 and Suspected Minor Injury
 - 2015 and Not Injured
 - 2016 and Not Injured
 - 2017 and Not Injured
 - 2021 and Suspected Minor Injury
 - 2021 and Possible Injury
 - 2022 and Not Injured
 - 2022 and Possible Injury



CITY COUNCIL

MEETING AGENDA ITEM COVER MEMO

JULY 11, 2023

To: Honorable Mayor and City Council

Agenda Item: Action Item 2 – 2023-07-01 – Resolution – Airport Layout Plan Funding

Agenda Sponsor: Megan Antrim, City Manager

SYNOPSIS

Approve Resolution 2023-07-01, a resolution of the City Council of the City of Alpine, Texas authorizing the City to participate in the Texas Department of Transportation Aviation Grant Program for the creation of an Airport Layout Plan to provide short- and long-term objectives for the Alpine Casparis Municipal Airport. (M. Antrim, City Manager)

BACKGROUND

- The Alpine Casparis Municipal Airport's Action/ Layout Plan was last updated and filed with TxDOT Aviation in January 1996.
- The City requested assistance from TxDOT Aviation for the updating of the layout plan in July 2018 and again in September 2021.
- The layout plan will include:
 - a layout plan with narrative consistent with the most current FAA Advisory Circulars and Standard Operating Procedures;
 - incorporate FAA AGIS requirements and data collection as needed, including an - 18B obstruction survey, and upload data to the FAA's Airport Data and Information Portal;
 - develop a Capital Improvement Plan, including a recommended phasing plan and financial overview that considers local, state, federal, and alternative funding sources;
 - prepare/update the airport property map (Exhibit A) consistent with the most current FAA Advisory Circulars and Standard Operating Procedures;
 - establish phased, attainable goals for airport improvements and development based on a forecast for aviation demand and current and future critical aircraft;
 - develop and adopt into local zoning airport height hazard protection and airport land use compatibility measures, including associated maps, to ensure the protection of the public investment in the airport; and per FAA SOP 8.00, review any existing RSA determinations and update as needed or complete a determination for any runway that does not have one. If an RSA study is needed, that study will be conducted as part of this planning effort.
 - A list of follow-on projects or studies will be a deliverable of this task.

- Council budgeted matching funds for this project in FY 2022-2023

SUPPORTING MATERIALS

1. Resolution 2023-07-01

STAFF RECOMMENDATION

APPROVE

STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2023-07-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AUTHORIZING THE CITY TO PARTICIPATE IN THE TEXAS DEPARTMENT OF TRANSPORTATION AVIATION GRANT PROGRAM FOR THE CREATION OF AN AIRPORT LAYOUT PLAN TO PROVIDE SHORT- AND LONG-TERM OBJECTIVES FOR THE ALPINE CASPARIS MUNICIPAL AIRPORT.

WHEREAS, the City of Alpine intends to make certain improvements to Alpine-Casparis Municipal Airport; and

WHEREAS, the City of Alpine is requesting assistance with the update of their Layout Plan to include a plan with narrative consistent with the most current FAA Advisory Circulars and Standards Operating Procedures; incorporate FAA AGIS requirements and data collection as needed, including an -18B obstruction survey, and upload data to the FAA's Airport Data and Information Portal; develop a Capital Improvement Plan, including a recommended phasing plan financial overview that considers local, state, federal, and alternative funding sources; prepare/update the airport property map (Exhibit A) consistent with the most current FAA Advisory Circulars and Standard Operating Procedures; establish phased, attainable goals for airport improvements and development based on a forecast for aviation demand and current and future critical aircraft; and develop and adopt into local zoning airport height hazard protection and airport land use compatibility measures, including associated maps, to ensure the protection of the public investment in the airport; and per FAA SOP 8.00, review any existing RSA determinations and update as needed or complete a determination for any runway that does not have one. If an RSA study is needed, that study will be conducted as part of this planning effort. A list of follow-on projects or studies will be a deliverable of this task; and

WHEREAS, the City of Alpine intends to request financial assistance from the Texas Department of Transportation for these improvements; and

WHEREAS, total project costs are estimated to be \$250,000, and the City of Alpine will be responsible for 10% of the total project costs currently estimated to be \$25,000; and

WHEREAS, the City of Alpine names the Texas Department of Transportation as its agent for the purposes of applying for, receiving and disbursing all funds for these improvements and for the administration of contracts necessary for the implementation of these improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS THAT:

SECTION I. The City Manager is hereby directed to execute on behalf of the City of Alpine, at the appropriate time, and with the appropriate authorizations of this governing body, all contracts and agreements with the State of Texas, represented by the Texas Department of Transportation, and such other parties as shall be necessary and appropriate for the implementation of the improvements to the Alpine-Casparis Municipal Airport.

PASSED, APPROVED, AND ADOPTED BY A MAJORITY VOTE OF THE CITY COUNCIL ON THE 11th DAY OF JULY 2023.

APPROVE:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

To: Honorable Mayor and City Council
Agenda Item: Action Item 3 – Replat at Holland and 15th Street.
Agenda Sponsor: M. Antrim, City Manager
Memo Prepared By: G. Calderon, City Secretary

SYNOPSIS

Approve Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district. The Planning & Zoning Commission has recommended denial of this Replat. (M. Antrim, City Manager)

BACKGROUND

- The applicant submitted an application for replat, and the application was critiqued by Building Services due to missing items. The application was approved by Building Services on April 28, 2023.
- The applicant is planning on building Lithium-Ion battery storage units on the subject property. The replat is necessary to provide acceptable ingress and egress to the property. The property is currently zoned as C-2 Commercial District. The specific use desired for the property would also require that a rezone to M-1 Industrial District is completed in addition to the replat.
- The Planning & Zoning Commission considered the replat application on June 26 and had concerns with the type of proposed land use. The Commission cited safety concerns including the potential for chemical fires that are difficult to extinguish. Additional concerns cited were the location of the subject property, which is directly next to the railroad tracks, and the proximity of the subject location to residential homes. The Commission unanimously voted to disapprove of the replat.
- Texas Government Code § 212.006 provides that the City does not have the legal authority to disapprove of the replat, however, the City is working with legal counsel to determine what options the City might have at the rezoning stage because the Planning & Zoning Commission is concerned with the impact the type of facility might have on the City.

- Five letters were sent to surrounding property owners advising them of the public hearing for this replat application. None were returned as undeliverable. No feedback was received in response to the letters.

SUPPORTING MATERIALS

1. Replat Application.

STAFF RECOMMENDATION

APPROVE.

City Manager	Megan Antrim, CPFIM
City Secretary	Geoffrey R. Calderon
Building Official	Andrew Devaney



APPLICATION FOR PLAT

Building Services Department
309 WEST SUL ROSS AVENUE, ALPINE, TEXAS 79830
(432) 837-3281

CHECK ONE: ☐ Master Plan ☐ Prelim. /Final Plat ☐ Prelim. Plat ☐ Final Plat ☒ Replat ☐ Amended ☐ Minor

- PROPOSED SUBDIVISION NAME: Thomas-Turney-Higgins Replat UNIT NO. 1R
LOCATION DESCRIPTION/ NEAREST INTERSECTION: W Holland Ave & N 15th Street
ACREAGE: .401 Acres NO. OF LOTS: EXISTING 3 PROPOSED 1
REASON(S) FOR PLATTING/REPLATTING To combine underlying lots into one to allow for development
- OWNER/APPLICANT*: John Wagner c/o AMXS Land Development, LLC
(*if applicant is person other than owner, a letter of authorization must be proved from owner. *)
ADDRESS: 950 S 10th Street Ste. 001
TELEPHONE: _____ FAX: _____ MOBILE: 402-738-0711 EMAIL: jwagner@bstem.biz
- LICENSED ENGINEER/SURVEYOR: Kevin Mueller, Saw Tooth Survey
ADDRESS: PO Box 1751, Alpine, TX 79831 Ste. _____
TELEPHONE: 432-538-2115 FAX: _____ MOBILE: _____ EMAIL: kevin.mueller@sawtoothsurvey.com
- LIST ANY VARIANCES REQUESTED: None
- REASON FOR REQUEST (LIST ANY HARDSHIPS): N/A
- CITY LIMITS: IN ☒ OUT ☐ IS ANY PART OF THE PROPERTY IN A FLOOD PLAIN? YES ☐ NO ☒
- Is the property subject to any liens, encumbrances, or judgments? If so, give details. (Provide separate sheet if needed.) Permission from any lien holders and/or removal of any encumbrances or judgments will be necessary prior to filing of said plat with the County Clerk's office.

REQUIRED ITEMS FOR SUBMITTAL PACKAGE:

Completed application, including signature of owner/applicant and signed waiver.

- ☒ Fee. (see reverse)
- ☒ TIA worksheet, reviewed by City of Alpine's Building Official, and appropriate Level TIA (If required).
- ☒ 3 copies of the plat (accepted size: 18"x 24"), collated and folded so that the subdivision name is visible and 1 Digital copy.
- ☒ 1 copy of preliminary plan of the water system showing the approximate location and size of onsite and offsite existing and proposed water lines and fire hydrants. 1 copy of preliminary drainage plan (If required)..
- ☒ Tax Certificate from Brewster County showing that no delinquent taxes are due on the property (Texas Local Government Code Sec 12.002).
- ☒ Current deed restrictions for Vacating Plats, and Townhouse and Zero Lot Line Subdivisions.
- ☒ Survey Showing any existing structures on the subject property.
- ☒ List of approved street names by the appropriate county.

PLEASE READ "IMPORTANT NOTES" ON THE REVERSE SIDE OF THIS APPLICATION

I agree to comply with all platting and subdivision requirements of the City of Alpine. I understand that the plat will NOT be forwarded to the Planning Commission unless staff comments are satisfactorily addressed by the plat corrections due date. I do not object to consideration of the plat on _____ (date of Planning Commission meeting). This waiver expires after _____ (date of Planning Commission meeting). (The waiver statement above is not applicable to Minor Plats).

John Wagner

Digitaly signed by John Wagner
Date: 2023.04.03 09:21:17 -0500

Signature of Owner/Applicant

(If applicant is person other than owner, a letter of authorization must be provided from owner.) Signature indicates authorization for plat application and acceptance of waiver statement.

4/3/2023

Date

John Wagner, Director of Land Services

Print Name & Title

APPLICATION FEES

TYPE OF PLAT/ACREAGE	TYPE I (Not previously platted, in R-3, C or M zoning, or Non-residential plat)	TYPE II (replat requiring public hearing in platted residential subdivision in any zone)	TYPE III (amending plat; corrections without vacating plat)	MASTER PLAN
Less than 1 acre	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	\$100.00 base fee + \$1.00 per lot or \$2.00 per acre, whichever is greater
1 to 4.99 acres	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$230.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	
5 to 10 acres	\$225.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$345.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	
More than 10	\$300.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$460.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	

All filing fees for plats are payable at time of initial submittal.
****All signature spots showing the recording on the document: Planning & Zoning, City Secretary, Mayor, County Clerk to sign off. **All documents must indicate "replat", "amended" in the title if being revised.**

Open space fees are due at time of final plat submittal. If public improvements are required, open space fees are due prior to construction plan approval.

IMPORTANT NOTES:

- All staff comments must be addressed by the plat correction due date. If not, the plat will NOT be forwarded to the Planning Commission until staff comments have been satisfied
- For plats on TxDOT right-of-way, it is highly recommended that a permit be submitted to TxDOT prior to submitting the plat application.
- All new plats and master plans must be reviewed by the Parks Planner for park dedication requirements.

FOR OFFICE USE ONLY:

Date Application Fee Received: 04/28/23 Received By: Jessica Boorse
 Receipt No. 23-006806 Cash/Check No. 50439 Amount Recd. \$ 200.00

☒ 3 copies ☒ street names appr. list ☒ TxDOT approval letter

☒ letter of authorization ☒ proof of ownership N/A ☒ HOA document



PAID

CL# 50439

Plat review meeting date: _____ Planning Commission meeting date: _____

COUNTY CLERK RECORDING REQUIRED:

Through Tax Year
2022

TAX CERTIFICATE

Certificate #
12335

Issued By:

Brewster County Tax Office
107 W Ave E #1 432-837-2214
Alpine, TX 79830

Property Information

Property ID: 12876 Geo ID: 974900060001000030
Legal Acres: 0.1148
Legal Desc: TTH, BLOCK 6, LOT 1-3 EAST/PART OF 1,2,3
Situe: ALPINE, TX
DBA:
Exemptions:

Owner ID: 36373 100.00%
SHORT GLENN
405 N CHERRY ST
ALPINE, TX 79830

For Entities

ACED
Alpine ISD
Big Bend Regional Hospital District
Brewster County
City of Alpine

Value Information

Improvement HS: 0
Improvement NHS: 0
Land HS: 18,800
Land NHS: 0
Productivity Market: 0
Productivity Use: 0
Assessed Value 18,800

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
2022	Alpine ISD	18,800	213.59	0.00	0.00	213.59
2022	City of Alpine	18,800	87.67	0.00	0.00	87.67
2022	Big Bend Regional Hospital Dis	18,800	15.65	0.00	0.00	15.65
2022	Brewster County	18,800	74.36	0.00	0.00	74.36
Totals:			391.27	0.00	0.00	391.27

Effective Date: 10/20/2022

Total Due if paid by: 10/31/2022

391.27

Tax Certificate issued for:

Brewster County
Big Bend Regional Hospital District
City of Alpine
Alpine ISD

Taxes Paid in 2022

0.00
0.00
0.00
0.00

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

Pursuant to Tax Code Section 31.08, if a person transfers property accompanied by a tax certificate that erroneously indicates that no delinquent taxes, penalties or interest are due a taxing unit on the property or that fails to include property because of its omission from an appraisal roll, the unit's tax lien on the property is extinguished and the purchaser of the property is absolved of liability to the unit for delinquent taxes, penalties or interest on the property or for taxes based on omitted property. The person who was liable for the tax for the year the tax was imposed or the property was omitted remains personally liable for the tax and for any penalties or interest.

A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

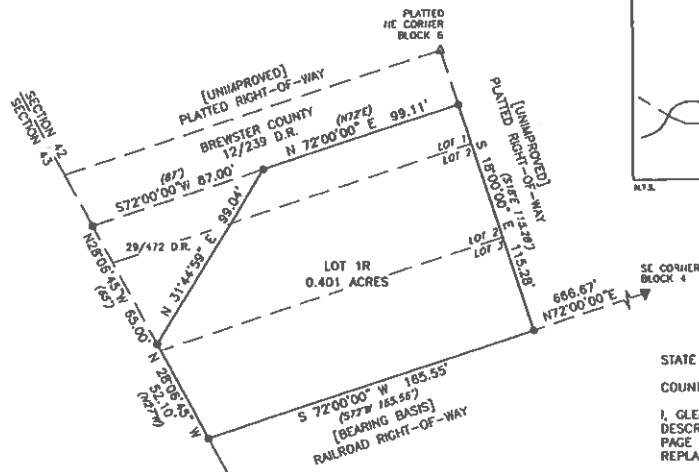
May Be Subject to Court Costs if Suit is Pending

Date of Issue: 10/20/2022
Requested By: SHORT GLENN
Fee Amount: 10.00
Reference #:

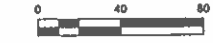
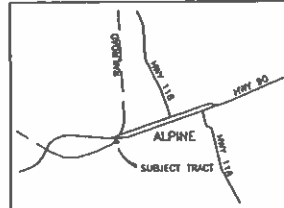
Page: 1


Signature of Authorized Officer of Collecting Office

REPLAT OF 0.401 ACRES OUT OF BLOCK 6, THOMAS-TURNEY- HIGGINS ADDITION TO THE TOWN OF ALPINE SUBDIVISION PLAT ON FILE IN ENVELOPE 108, PLAT RECORDS OF BREWSTER COUNTY, TEXAS



VICINITY MAP



LEGEND

- CAPPED IRON ROD FOUND [5911]
 - ▲ RAILROAD SPIKE FOUND
 - △ CALCULATED POINT
 - () RECORD INFORMATION
- BEARING BASIS: AS SHOWN

STATE OF TEXAS

COUNTY OF BREWSTER

I, GLENN SHORT, DO HEREBY CERTIFY THAT I AM THE OWNER OF THE 0.401 ACRE TRACT DESCRIBED HEREON, BEING ALL OF THAT CERTAIN TRACT 14 DESCRIBED IN VOLUME 367, PAGE 781, OFFICIAL PUBLIC RECORDS OF BREWSTER COUNTY, TEXAS, AND DO HEREBY REPLAT SAID TRACT TO BE KNOWN AS:

REPLAT OF 0.401 ACRES OUT OF BLOCK 6, THOMAS-TURNEY-HIGGINS ADDITION TO THE TOWN OF ALPINE

GLENN SHORT
405 N. CHERRY ST.
ALPINE, TEXAS 79830

STATE OF TEXAS

COUNTY OF BREWSTER

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, GLENN SHORT, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGES TO ME THAT HE EXECUTES THE SAME AS HIS FREE ACT AND DEED AND FOR THE PURPOSE AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS ____ DAY OF ____ NOTARY PUBLIC IN AND FOR BREWSTER COUNTY, TEXAS. MY COMMISSION EXPIRES THE ____ DAY OF ____

NOTARY PUBLIC IN AND FOR BREWSTER COUNTY, TEXAS

WHEREAS THE PLANNING AND ZONING COMMISSION OF THE CITY OF ALPINE, TEXAS VOTED AFFIRMATIVELY ON THIS ____ DAY OF ____, 20 ____, TO APPROVE THIS PLAT.

CHAIRMAN, PLANNING AND ZONING COMMISSION

CITY COUNCIL APPROVAL

WHEREAS THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS VOTED AFFIRMATIVELY ON THIS ____ DAY OF ____, 20 ____, TO APPROVE THIS PLAT.

MAYOR, CITY OF ALPINE

ATTEST: CITY SECRETARY

NOTES:

1. ACCORDING TO FEMA FIRM MAP PANEL 4800850002B, DATED 11/16/1990, THIS TRACT APPEARS TO LIE WITHIN ZONE C (AREAS OF MINIMAL FLOODING).
2. THIS TRACT IS LOCATED WITHIN THE FULL-PURPOSE JURISDICTION OF THE CITY OF ALPINE.
3. NO ROAD IMPROVEMENTS ARE PROPOSED WITH THIS REPLAT.

I HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL ON THE GROUND SURVEY AND THAT THE LINES AND CORNERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.



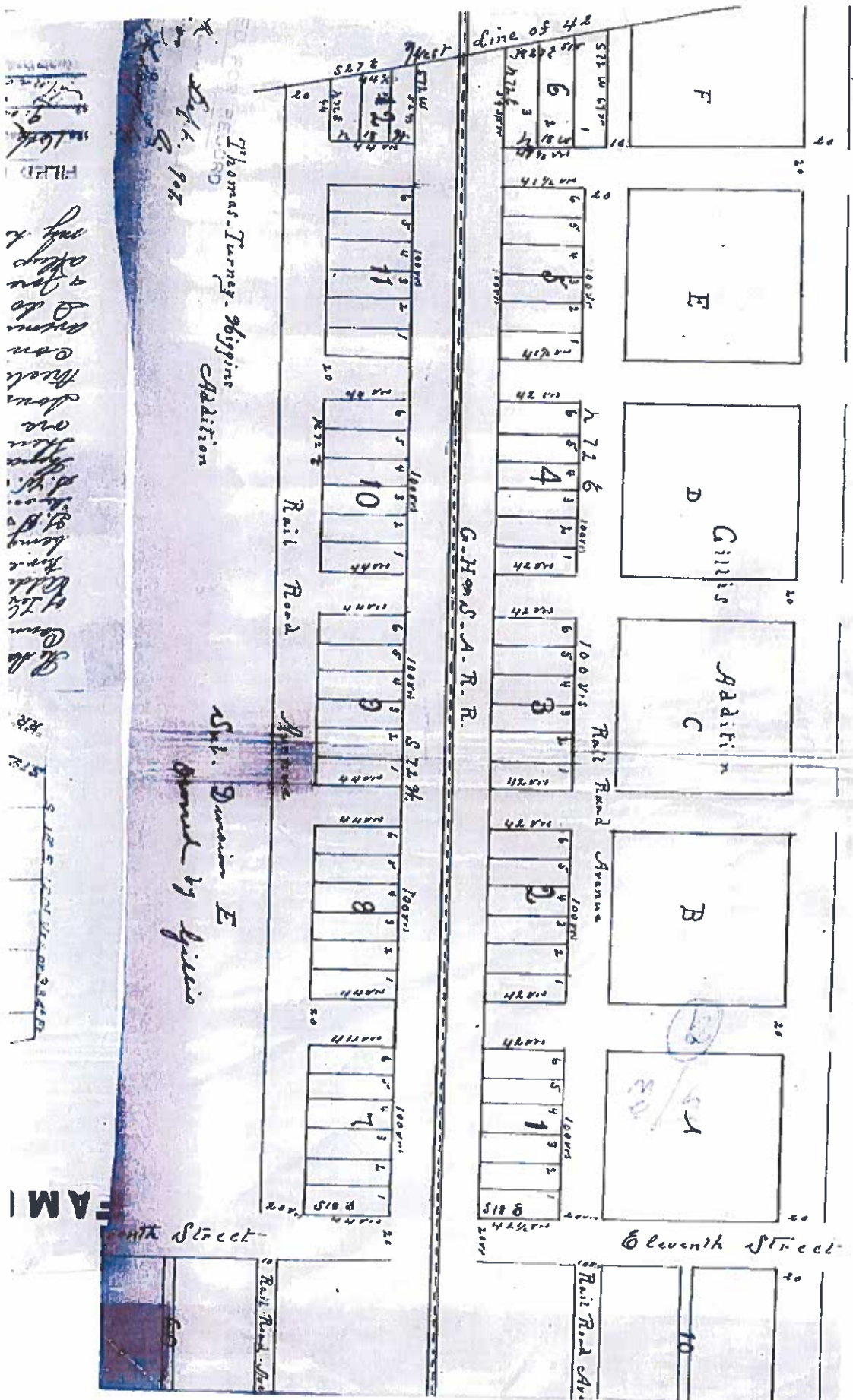
4-2-2023

KEVIN MUELLER
105 N. COCKRELL ST.
(432) 538-2115
KEVIN.MUELLER@SAWTOOTHSURVEY.COM

SAW TOOTH SURVEY
P.O. BOX 1751
ALPINE, TX 79831

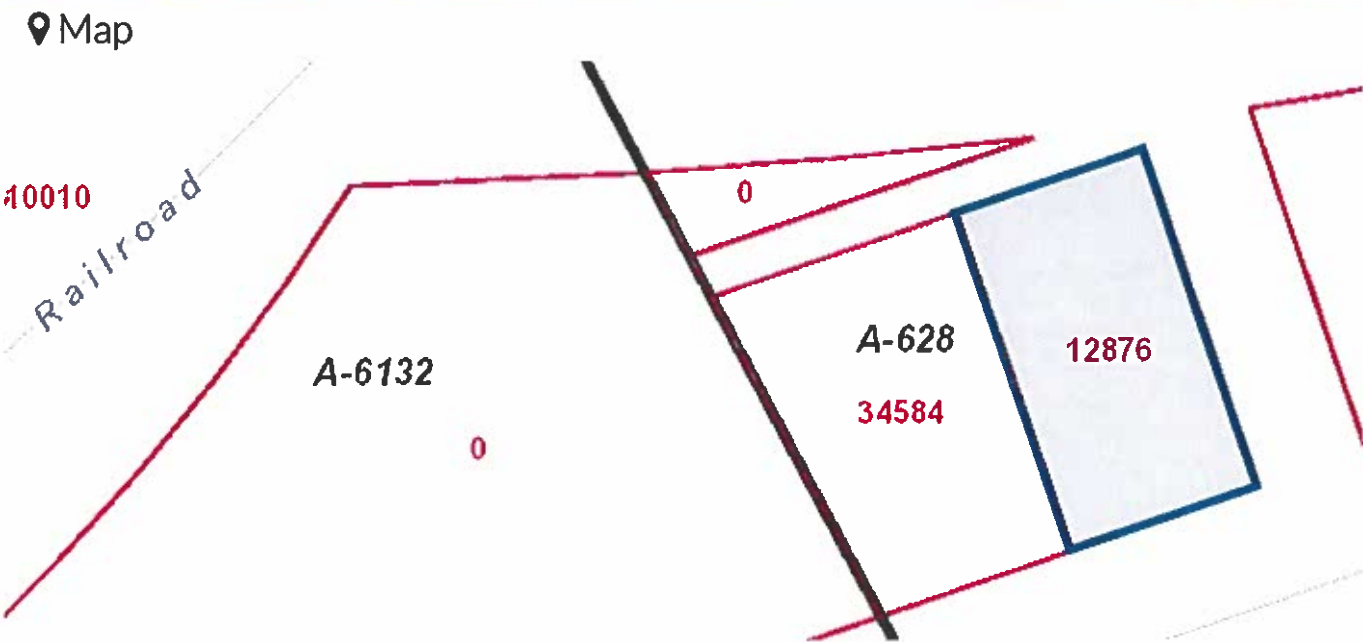
FILED FOR RECORD THIS ____ DAY OF ____, 20 ____, AT ____
RECORDED THIS ____ DAY OF ____, 20 ____, IN PLAT ENVELOPE NO. ____
BREWSTER COUNTY PLAT RECORDS.

SARAH VASQUEZ
BREWSTER COUNTY CLERK



Brewster CAD Property Search

Property ID: 12876 For Year 2023



Property Details

Account

Property ID: 12876

Type: Real

Property Use:

Location

Situs Address: ALPINE, TX

Map ID:

Legal Description: TTH, BLOCK 6, LOT 1-3 EAST/PART OF 1,2,3

Abstract/Subdivision: 1155 - TTH

Neighborhood: COMM WEST COMMERCIAL WEST

Owner

Owner ID: 36373

Name: SHORT GLENN

Agent:

Mailing Address: 405 N CHERRY ST
ALPINE, TX 79830

Geographic ID: 974900060001000030

Zoning:

Condo:



Permit Tech <permits@ci.alpine.tx.us>

Replat for Glenn Short

Kevin Mueller <kevin.mueller@sawtoothsurvey.com>
To: Permit Tech <permits@cityofalpine.com>

Fri, Apr 28, 2023 at 12:16 PM

Jessica

Attached is a copy of the TTH Addition Subdivision Plat that dedicated the adjacent right-of-way to the east [potentially more appropriately called unimproved 16th].

Kevin
[Quoted text hidden]



Thomas-Turney Higgins Add. - Lots 1 & 2 BLK 10 - ENV. 108.pdf
529K

Through Tax Year
2022

TAX CERTIFICATE

Certificate #
12699

Issued By:

Brewster County Tax Office
107 W Ave E #1 432-837-2214
Alpine, TX 79830

Property Information

Property ID: 12876 Geo ID: 974900060001000030
Legal Acres: 0.1148
Legal Desc: TTH, BLOCK 6, LOT 1-3 EAST/PART OF 1,2,3
Situs: ALPINE, TX
DBA:
Exemptions:

Owner ID: 36373 100.00%
SHORT GLENN
405 N CHERRY ST
ALPINE, TX 79830

For Entities

ACED
Alpine ISD
Big Bend Regional Hospital District
Brewster County
City of Alpine

Value Information

Improvement HS:	0
Improvement NHS:	0
Land HS:	18,800
Land NHS:	0
Productivity Market:	0
Productivity Use:	0
Assessed Value	18,800

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Effective Date: 04/25/2023

Total Due if paid by: 04/30/2023 0.00

Tax Certificate Issued for:	Taxes Paid In 2022
Brewster County	74.36
Big Bend Regional Hospital District	15.65
City of Alpine	87.67
Alpine ISD	213.59

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].


Pursuant to Tax Code Section 31.08, if a person transfers property accompanied by a tax certificate that erroneously indicates that no delinquent taxes, penalties or interest are due a taxing unit on the property or that fails to include property because of its omission from an appraisal roll, the unit's tax lien on the property is extinguished and the purchaser of the property is absolved of liability to the unit for delinquent taxes, penalties or interest on the property or for taxes based on omitted property. The person who was liable for the tax for the year the tax was imposed or the property was omitted remains personally liable for the tax and for any penalties or interest.

A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 04/25/2023
Requested By: SHORT GLENN
Fee Amount: 10.00
Reference #:


Signature of Authorized Officer of Collecting Office



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

To: Honorable Mayor and City Council
Agenda Item: Action Item 4 – Alpine Independent School District Daycare Special Use Permit.
Agenda Sponsor: M. Antrim, City Manager
Memo Prepared By: G. Calderon, City Secretary

SYNOPSIS

Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block 1, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District. (M. Antrim, City Manager)

BACKGROUND

- Alpine Independent School District has submitted a special use permit application to establish a daycare center in the Administration Building located at 704 W. Sul Ross Avenue. The subject property is zoned R-2 Two Family District.
- 18 Letters were sent to surrounding property owners within 200 feet of the subject property. One letter was returned undeliverable. The City received feedback from one property owner that they were in agreeance with the permit so long as AISD was not developing the vacant lot next to her property.

SUPPORTING MATERIALS

1. Special Use Permit Application.

STAFF RECOMMENDATION

APPROVE.

City Manager	Megan Antrim, CPFIM
City Secretary	Geoffrey R. Calderon
Building Official	Andrew Devaney

**BUILDING SERVICES**

309 W SUL ROSS AVE

ALPINE, TX 79830

(432) 837-3281

FOR STAFF USE ONLYPERMIT # 23-006838

TOTAL FEE: \$350.00 (non-refundable)

DATE: 05/17/23**PAID**
cut 90757**CONDITIONAL/SPECIAL USE PERMIT***Name of applicant/agent/company/contact:*

Alpine Independent School District

Street address of applicant/agent:

704 W. Sul Ross Avenue

City/State/Zip Code of applicant / agent:

Alpine, Texas 79830

Telephone number of applicant/agents:

432-837-7700

Fax number of applicant/agents:

432-837-7740

Email address of applicant /agent:

mrinehart@alpineisd.net

Mobile phone of applicant/agent:

432-249-1154

PART 2. PROPERTY INFORMATION*Street address of public property:*

704 W. Sul Ross Avenue - Alpine, Texas 79830

Legal description of subject property (metes and bounds must be described on 8 1/2 x 11 paper)

Lot: 6-10

Block: L

Addition: Gillis

*Size of subject property:*Square footage: 29,722.46Acres: 0.6823*Present zoning classification:*

R2

Proposed use of the property:

Daycare Center

Zoning ordinance provision requiring a conditional use (description & hours of operation):

Daycare Facility - Full Time - 7:30 a.m. - 5:30 p.m. - Monday through Friday

PART 3. PROPERTY OWNER INFORMATION*Name of current property owner:*

Alpine Independent School District

Street address of property owner:

704 W. Sul Ross Avenue

City/State/Zip code of property owner:

Alpine, Texas 79830

Telephone number of property owner:

432-837-7700

Fax number of property owner:

432-837-7740



<input type="checkbox"/>	Submit a letter describing the proposed conditional use and note the request on the site plan document
	In the same letter: <ol style="list-style-type: none">1. Describe or show on the site plan, and conditional requirements or conditions imposed upon the conditional use by applicable district regulations (example: buffer yards, distance between users).2. Describe whether the proposed conditional use will, or will not cause substantial harm to the value, use, or enjoyment of the other property in the neighborhood.3. Describe how the proposed conditional use will add to the value, use or enjoyment of other property in the neighborhood.

SIGNATURE TO AUTHORIZE CONDITIONAL USE REQUEST AND LACE A CONDITIONAL USE REQUEST SIGN ON THE SUBJECT PROPERTY

B. Michelle Rinehart

B. Michelle Rinehart

Print Applicants Name

Applicant Signature

The State of Texas

County Of Brewster

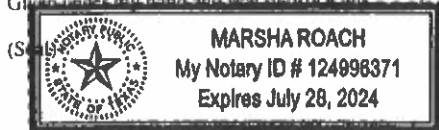
Before Me Marsha Roach on this day personally appeared B. Michelle Rinehart

(notary)

(applicant)

Known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 10th day of May, A.D. 2023



Marsha Roach

Notary in And for State of Texas

B. Michelle Rinehart

B. Michelle Rinehart

Print Property Owners Name

Property Owners Signature

The State Of Texas

County Of Brewster

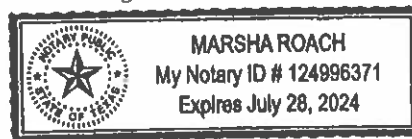
Before Me Marsha Roach on this day personally appeared B. Michelle Rinehart

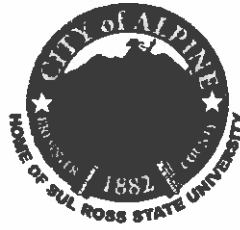
(Notary)

(Applicant)

Known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same for the purposes and consideration therein expressed.

(Seal) Given under my hand and seal of office this 10th day of May, A.D. 2023
Notary in And for State of Texas.





ACKNOWLEDGEMENT

All conditional Use and Special Use Applications are assumed to be complete when filed and will be placed on the agenda for public hearing at the discretion of the staff.

Based on the size of the agenda, your application may be scheduled to a later date.

All public hearings will be opened, and testimony given by the applicants and interested citizenry. Public hearings may be continued to the next public hearing. Public hearings will not be tabled.

Any changes to a site plan (no matter how minor or major) approved with a conditional use or special use permit can only be approved by city council through the public hearing process.

Any application for a change in zoning or for an amendment to the zoning ordinance shall have, from the date of submittal, a period of four months to request and be scheduled on an agenda before the Planning and Zoning Commission and City Council. If after said period of four months an application has not been scheduled before the commission and city council said application, along with the required filing fee may be resubmitted any time thereafter for reconsideration. Delays in scheduling applications before the Planning and Zoning Commission and City Council created by city staff shall not be considered a part of the four month period.

APPROVAL DOES NOT AUTHORIZE ANY WORK IN CONFLICT WITH ANY CODES OR ORDINANCES

I have read and understand all the requirements as set forth by the application for conditional use or special use permit and acknowledge that all requirements of this application have been met at the time of submittal.

Owner/Agent Print	B. Michelle Rinehart	Date:	5/12/2023
Owner/Agent Signature			



ILLUMINATION PLAN

An illumination plan to include a site photometric (including illuminated signs) and all fixture details shall be submitted as part of the site plan review process.

Applications will not be accepted without this requirement.

Chapter 18 - BUILDINGS AND BUILDING REGULATIONS | Code of Ordinances | Alpine, TX |
Municode Library "Outdoor Lighting Ordinance."

No Outdoor Changes to Lighting

I hereby acknowledge that an illumination plan has been included as part of this submittal.

Owner/Agent Print	B. Michelle Rinehart	Date:	5/10/2023
Applicant Signature	<i>B. Rinehart</i>		

PLATTING VERIFICATION

This verification statement must be signed prior to the submittal of this conditional use Application.

☐ It has been determined that the property described below does require platting or replatting and the applicant has been instructed on this procedure.

☒ It has been determined that the property described below is currently platted or does not require platting or replatting at this time.

Address of subject property:	704 W. Sul Ross Avenue
Legal description of subject property:	Lots 6-10 Block L Gillis Addition



STAFF USE ONLY:

Building Services Department Signature:

X	Date
---	------

This form is signed by the building services department and submitted along with a completed application to the planning and zoning department of building services.

Mayor Signature:

X	Date
---	------

City Secretary Signature:

X	Date
---	------

CASE NAME:	CASE NUMBER:	LOCATION:

**BUILDING SERVICES**

309 W. SUL ROSS

ALPINE, TX 79830

(432) 837-3281

FOR STAFF USE ONLY

PERMIT # _____

TOTAL FEES \$ 50.00

DATE: _____

COMMERCIAL CERTIFICATE OF OCCUPANCY

NO FEE REQUIRED IF CERTIFICATE OF OCCUPANCY IS ASSOCIATED WITH AN ACTIVE CURRENT BUILDING PERMIT

ADDRESS OF OCCUPANCY:	704 W. Sul Ross Avenue	SUITE#
LOT: 6-10	BLOCK L	SUBDIVISION Gillis

*** CERTIFICATE OF OCCUPANCY WILL NOT BE ISSUED WITHOUT LEGAL DESCRIPTION ****

NAME OF BUSINESS: Alpine Independent School District

NEW OCCUPANT: ☐ YES ☒ NO NEW BUILDING PROPERTY OWNER: YES ☐ NO ☒NEW BUILDING: ☐ YES ☒ NO NEW BUSINESS NAME CHANGE: YES ☐ NO ☒NEW BUSINESS OWNER: ☐ YES ☒ NO CLEAN AND SHOW YES ☐ NO ☐

TYPE OF BUSINESS:	SQUARE FOOTAGE 29,772.46
NAME OF TENANT (PERSONS NAME)	Alpine ISD
CURRENT MAILING ADDRESS:	704 W. Sul Ross Avenue
CITY / STATE / ZIP	Alpine, Texas 79830
PHONE	432-837-7700

PROPERTY OWNER/MANAGER:	B. Michell Rinehart, Superintendent
CURRENT MAILING ADDRESS:	Same as above
CITY / STATE / ZIP	
PHONE	

- IS YOUR BUSINESS SUBJECT TO SALES TAX LAW? YES ☐ NO ☒ (If yes, provide copy of Sales Tax Certificate)
- WILL THERE BE ALCOHOLIC BEVERAGE SALES? YES ☐ NO ☒ (If yes, provide copy of Alcoholic Beverage Permit)
- PERMITS ARE REQUIRED FOR SIGNS. WILL ANY SIGNS BE INSTALLED? YES ☐ NO ☒
- WILL BUSINESS GENERATE INDUSTRIAL WASTE DISCHARGE INTO SEWER SYSTEM? YES ☐ NO ☒
- WILL THERE BE ANY OUTSIDE STORAGE? DISPLAY, USE OR DINING? ☐ YES ☒ NO (INCLUDING COMPANY/FLEET VEHICLES)
- WILL ANY ALTERATIONS BE MADE TO THE SITE OR BUILDING? YES ☐ NO ☒
- IS BUILDING SPRINKLERED? YES ☐ NO ☒
- WILL BUSINESS STORE OR HANDLE HAZARDOUS MATERIAL OR LIQUIDS YES ☐ NO ☒
(If yes, provide quantities & types along with MSDS sheets)

I HEREBY CERTIFY THAT THE FORGOING IS CORRECT TO THE BEST OF MY KNOWLEDGE

NAME: B. Michelle Rinehart SIGNATURE B. Rinehart DATE: 5/10/2023



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 11, 2023

To: Honorable Mayor and City Council

Agenda Item: Action Item 5 – Texas Alcoholic Beverage Commission Special Use Permit

Agenda Sponsor: M. Antrim, City Manager

Memo Prepared By: G. Calderon, City Secretary

SYNOPSIS

Approve Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcoholic Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886. (M. Antrim, City Manager)

BACKGROUND

- Big Bend Collective, DBA Old Gringo Bar & Grill, is the new operator of the bar & grill located at 101 W. Ave E. They are currently leasing the building from the previous owners and have been operating under the same Texas Alcoholic Beverage Commission (TABC) license/permit.
- Cities may regulate the sale of alcohol through zoning. Due to lack of a strong zoning ordinance, the City began considering applications for proposed licenses/permits through the Special Use Permit (SUP) process. The sale of alcohol is a unique operating characteristic and the SUP process encourages broad public review and evaluation of site development features and operating characteristics to ensure adequate mitigation of potentially unfavorable impacts (such as alcohol being sold/served in a neighborhood).
- Per the Texas Alcoholic Beverage Code Sec 11.37, the City has 30 days to take action on the certification of the TABC application. Due to these time constraints set by State law, the City has foregone consideration of the SUP by the Planning & Zoning Commission.
- City Administration plans on working towards drafting an updated alcohol ordinance in the future to address the issues with the current process and to ensure that the City is able to regulate the sale of alcohol effectively while meeting state requirements. The two most immediate possibilities would be to establish an ordinance that regulates the sale of alcohol through zoning or memorialize the current process to outline that all requests are approved through the Special Use Permit. The latter might contain exceptions for establishments in certain zones.

- 16 Letters were sent to surrounding property owners within 200 feet of the subject property. One letter was returned undeliverable. The City did not receive feedback from surrounding property owners.

SUPPORTING MATERIALS

1. Special Use Permit Application.

STAFF RECOMMENDATION

APPROVE.

City Manager
City Secretary
Building Official

Megan Antrim, CPFIM
Geoffrey R. Calderon
Andrew Devaney

**BUILDING SERVICES**

309 W SUL ROSS AVE

ALPINE, TX 79830

(432) 837-3281

FOR STAFF USE ONLYPERMIT # 23-006878

TOTAL FEE: \$350.00 (non-refundable)

DATE: 06/16/23**CONDITIONAL/SPECIAL USE PERMIT***Name of applicant/agent/company/contact:*

Big Bend Collective LLC c/o Christopher Herrera

Street address of applicant/agent:

PO BOX 332

City/State/Zip Code of applicant / agent:

Marathon, Texas, 79842

Telephone number of applicant/agents:

432-294-5284

Fax number of applicant/agents:

na

Email address of applicant /agent:

bigbendcollective@gmail.com

Mobile phone of applicant/agent:

512-975-6115

PART 2. PROPERTY INFORMATION*Street address of public property:*

101 W Avenue E, Alpine, TX, 79830

Legal description of subject property (metes and bounds must be described on 8 1/2 x 11 paper)

Lot: LOT 1 E/104.58' OF 1

Block: BLOCK 16

Addition: OT

*Size of subject property:*Square footage: 5,778.24Acres: 0.1327*Present zoning classification:*

Commercial

Proposed use of the property:

Restaurant/Bar/Hotel (Same)

Zoning ordinance provision requiring a conditional use (description & hours of operation):

We plan to continue operations as full-service restaurant, with bar, and upstairs short term lodging.

Public operations hours are current 1130am to 1159pm

Overnight guests will be on-site 24/7 (upstairs, away from locked restaurant/bar)

Condition uses will include short term vacation rental

PART 3. PROPERTY OWNER INFORMATION*Name of current property owner:*

Dannica Investments LLC c/o Monica Quiroga

Street address of property owner:

101 W Ave E

City/State/Zip code of property owner:

Alpine, TX, 79830

Telephone number of property owner:

210-884-7587

Fax number of property owner:**PAID**
CASH



<input checked="checked" type="checkbox"/>	<p>Submit a letter describing the proposed conditional use and note the request on the site plan document</p> <p>In the same letter:</p> <ol style="list-style-type: none">1. Describe or show on the site plan, and conditional requirements or conditions imposed upon the conditional use by applicable district regulations (example: buffer yards, distance between users).2. Describe whether the proposed conditional use will, or will not cause substantial harm to the value, use, or enjoyment of the other property in the neighborhood.3. Describe how the proposed conditional use will add to the value, use or enjoyment of other property in the neighborhood.
--	---

SIGNATURE TO AUTHORIZE CONDITIONAL USE REQUEST AND LACE A CONDITIONAL USE REQUEST SIGN ON THE SUBJECT PROPERTY

Chris Herrera

Print Applicants Name

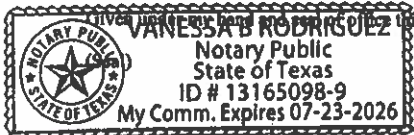
[Signature]
Applicant Signature

The State of Texas

County Of Brewster

Before Me Vanessa B. Rodriguez on this day personally appeared Chris Herrera
(notary) (applicant)

Known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.



Monica Quiroga

Print Property Owners Name

Property Owners Signature

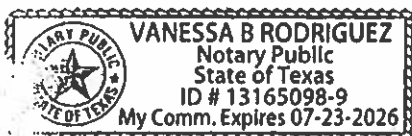
The State Of Texas

County Of Brewster

Before Me Vanessa B. Rodriguez on this day personally appeared Monica Quiroga
(Notary) (Applicant)

Known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same for the purposes and consideration therein expressed.

(Seal) Given under my hand and seal of office this 31 day of May, A.D. 2023
Notary in And for State of Texas.





ACKNOWLEDGEMENT

All conditional Use and Special Use Applications are assumed to be complete when filed and will be placed on the agenda for public hearing at the discretion of the staff.

Based on the size of the agenda, your application may be scheduled to a later date.

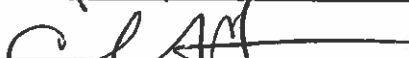
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APPROVAL DOES NOT AUTHORIZE ANY WORK IN CONFLICT WITH ANY CODES OR ORDINANCES

I have read and understand all the requirements as set forth by the application for conditional use or special use permit and acknowledge that all requirements of this application have been met at the time of submittal.

Owner/Agent Print	Christopher Herrera	Date:	5/31/23
Owner/Agent Signature			



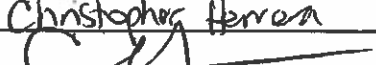
ILLUMINATION PLAN

An illumination plan to include a site photometric (including illuminated signs) and all fixture details shall be submitted as part of the site plan review process.

Applications will not be accepted without this requirement.

[Chapter 18 - BUILDINGS AND BUILDING REGULATIONS | Code of Ordinances | Alpine, TX |](#)
[Municode Library](#) "Outdoor Lighting Ordinance."

I hereby acknowledge that an illumination plan has been included as part of this submittal.

Owner/Agent Print	Christopher Herron	Date:	5/31/23
Applicant Signature			

PLATTING VERIFICATION

This verification statement must be signed prior to the submittal of this conditional use Application.

☐ It has been determined that the property described below does require platting or replatting and the applicant has been instructed on this procedure.

☒ It has been determined that the property described below is currently platted or does not require platting or replatting at this time.

Address of subject property:	101 W Ave E, Alpine TX 79830
Legal description of subject property:	OT, Block 16, LOT 1 E 104.56 of 1



STAFF USE ONLY:

Building Services Department Signature:

X	Date
---	------

This form is signed by the building services department and submitted along with a completed application to the planning and zoning department of building services.

Mayor Signature:

X	Date
---	------

City Secretary Signature:

X	Date
---	------

CASE NAME:	CASE NUMBER:	LOCATION:

Re: Big Bend Collective LLC, City of Alpine, Special/Conditional Use Permit

To Whom it May Concern,

Please find the enclosed application information, including the TABC application summary, for conditional/special use as follows:

- Mixed Beverage (MB) license, late hours

The premises is located at 101 W Ave E, Alpine, Texas, 79830 within the original township, with commercial zoning, is more commonly known as the "Old Gringo" and "Big Bend Biker Hotel" already has a current Mixed Beverage (MB) license (TABC License number 106189548).

This application is for operation of a new management group, as Lessee, of the premises. Big Bend Collective LLC is a registered Limited Liability Company in the State of Texas, with Christopher P. Herrera, PhD, as principal. A DBA was filed with Brewster County for "Old Gringo Bar & Restaurant" as well as "Alpine City Place". We are under a lease contract with the owner of the premises and will take over day to day management and operations. The primary activities to be conducted at the premises are a continuation of current activity: restaurant, bar, and hotel style /STR accommodations.

To our knowledge, the commercial building improvements satisfy the city codes and ordinances, including outdoor lighting. To our knowledge, the continuation of and proposed commercial activity will not cause substantial harm to the value, use, or enjoyment of the other property in the neighborhood.

In fact, it is our belief that the continuation and proposed commercial activities will add to the economic drivers of tourism into Alpine, this it's value, use, and enjoyment of the downtown commercial district, including other property in this district.

I look forward to supporting the economic value of the downtown commercial business district in Alpine, Texas.

Kind Regards,

Christopher P. Herrera, PhD
Principal, Big Bend Collective LLC
C: 512.975.6115
E: [REDACTED]



Document reference ID : 238603

Licensing Application Summary

You must review your application and confirm that the information displayed here is correct. Select **Review and Confirm** to continue and make the payment. If the information is not correct, select **Next** to return to the application, edit the data as needed and finalize the submission. If you need to store the application packet for your records, select **Download**.

Application ID: 238603
Applicant Name: Big Bend Collective LLC
License Type applied for: Mixed Beverage Permit (MB)

Entity Information

Business Structure: Limited liability company
FEIN/SSN Number: 842737914
Member Managed or Manager Managed: Member Managed
Historically Underutilized Business: No
Veteran-owned business: No
Fraternal Owned: No
Secretary of State Filing Number: 0801914719
Date Filed: 1/14/2014
Filing State: TX

Initial Application Information

Authority Type: I am a principal or authorized user with binding authority
Prefix: Dr
Legal First Name: Christopher
Legal Last Name: Herrera
Email Address: bigbendcollective@gmail.com
Phone Number: 432-294-5284

Principal Parties

Principal Parent Entity	Principal Party	Role	%Ownership
Big Bend Collective LLC	Big Bend Collective LLC	Member	100

Basic Business information

Business/Trade Name: Old Gringo Alpine

What is your primary business at this location? Restaurant

Location's Phone Numbers

Business Phone Number 432-294-5284

Location Address

Address: 101 W Ave E, Alpine, TX, United States, Brewster 79830

Is your location within city limits? Yes

Mailing Address Information

Address: B14 Cottonwood Creek Rd, Alpine, TX, United States, Brewster 79830

Measurement Information

Measuring from the public entrance of your location along street lines and directly across intersections, will your location be within 1,000 feet of the nearest property line of a public or private school? No

Is a residential address or established neighborhood association located within 300 feet of any property line of your premises? No

Sixty Day Sign Requirements

Posted the 60 day sign:

No

Refuting reason:

The location has a currently valid TABC license 106189548 and is currently operating under the trade name Old Gringo Coffee and Cocktails.

Projected Sales Information

Sales Year:	2023
Alcohol Sale:	\$265,000.00
Food Sales:	\$365,000.00
Other Sales:	\$492,000.00
Total Sales:	\$1,122,000.00

Property Ownership

Do you, the applicant, own the land, building, and/or warehouse at this proposed licensed location?

No

Are you operating under?

Lease

Franchise Agreement

Do you or anyone else at the location operate under a franchise agreement?

No

Are there any agreements, exclusive of a franchise agreement, which involve alcohol in any way?

No

Shared premise information

Do you share the premises with another business entity?

No

Property Ownership Details

Property Type

Property Ownership Type

Entity Name

Land and Building

Lessor

Big Bend Collective LLC



TEXAS ALCOHOLIC
BEVERAGE COMMISSION
Enforcing Public Health and Safety

CERTIFICATE OF COUNTY CLERK FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this _____ day of _____, _____, that the location for which the license/permit is sought is in a "wet" and is not prohibited by any valid order of the Commissioner's Court.

- MB** Mixed Beverage Permit
- MB/FB** Mixed Beverage Restaurant Permit with Required Food and Beverage Certificate
- BG/FB** Wine and Beer Retailer's Permit with Required Food and Beverage Certificate
- BG** Wine and Beer Retailer's Permit - **Election for given location was held for:**
 legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
 legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999
- BE** Beer Retail Dealer's On-Premise License
- BE/FB** Retail Dealer's On-Premise License with **required** Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20____ to certify this location.

SIGN HERE

County Clerk

County

SEAL

Location Diagram

Will the license or permit embrace the entire location address? Yes



TEXAS ALCOHOLIC
BEVERAGE COMMISSION
Texas Dept. of Agriculture & Forestry Commission

CERTIFICATE OF CITY SECRETARY FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this _____ day of _____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

MB Mixed Beverage Permit

MB/FB Mixed Beverage Restaurant Permit with Food and Beverage Certificate
(MB must also hold a Food and Beverage Certificate)

BG/FB Wine and Beer Retailer's Permit with Food and Beverage Certificate
(BG must also hold a Food and Beverage Certificate)

BG Wine and Beer Retailer's Permit - Election for given location was held for:
legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

BE Beer Retail Dealer's On-Premise License

BE/FB Retail Dealer's On-Premise License with required Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20 _____ to certify this location.

SIGN HERE

City Secretary/Clerk

_____, TEXAS
City

SEAL

THE STATE OF TEXAS

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF BREWSTER

THAT Christopher P Herrera, the undersigned, for the purpose of complying with Chapter 36, Title 4, Business and Commerce Code of the State of Texas, do hereby certify to the following facts:

Old Gringo Bar & Restaurant is the assumed name under which the business or professional service is or is to be conducted or rendered.

Physical Address: 101 W Ave E

City: Alpine State: TX Zip: 79830 Phone: 432-294-5547

BUSINESS IS TO BE CONDUCTED AS (check one): ☐ Individual ☐ Limited Partnership
☐ Sole Proprietor ☐ General Partnership ☒ Other LLC

Said business was dully associated incorporated under the laws of Texas and is registered or similar office address there is 201 W. Ave E, Alpine, Texas, Brewster County or counties within the State of Texas where the business or professional services are being or are to be conducted or rendered under said assumed name: Big Bend Collective LLC.

The period, not to exceed ten (10) years, during which the assumed name will be used is from the 1st day of June, 2023, until the 1st day of June, 2033.

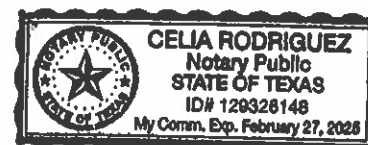
IN TESTIMONY WHEREOF, I have hereunto set my hand on, this the 13th day of June, 2023.

Celia Rodriguez

SWORN to and subscribed before me this 13th day of June, 2023.

Celia Rodriguez

Notary Public State of Texas.



THE STATE OF TEXAS

COUNTY OF BREWSTER

KNOW ALL MEN BY THESE PRESENTS:

THAT Christopher P Herrera, the undersigned, for the purpose of complying with Chapter 36, Title 4, Business and Commerce Code of the State of Texas, do hereby certify to the following facts:

Alpine City Place is the assumed name under which the business or professional service is or is to be conducted or rendered.

Physical Address: 101 W Ave E

City: Alpine State: TX Zip: 79830 Phone: 432-294-5547

BUSINESS IS TO BE CONDUCTED AS (check one): ☐ Individual ☐ Limited Partnership
☐ Sole Proprietor ☐ General Partnership ☒ Other LLC

Said business was dully associated incorporated under the laws of Texas and is registered or similar office address there is 201 W. Ave E, Alpine, Texas, Brewster County or counties within the State of Texas where the business or professional services are being or are to be conducted or rendered under said assumed name: Big Bend Collective LLC

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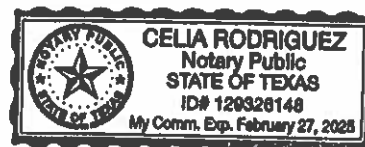
IN TESTIMONY WHEREOF, I have hereunto set my hand on, this the 13th day of June, 2023.

[Signature]

SWORN to and subscribed before me this 13th day of June, 2023.

[Signature]

Notary Public State of Texas.



CONCLUSION OVERVIEW

10. **City Council Member Comments** – No discussion or action may take place.

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).

11. **Executive Session** – None.
12. **Action – Executive Session** – None.
13. **Adjourn.**