



CITY OF ALPINE
REGULAR CITY COUNCIL MEETING
803 W. Holland Avenue, Alpine, Texas 79830
Tuesday, October 17, 2023 – 5:30 P.M.

Notice is hereby given that the City Council of the City of Alpine, Texas, will hold a regular meeting at 5:30 P.M. on October 17, 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.

AGENDA

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.**
 - City Attorney Report** – None.
 - City Manager Report** –
 1. End of year update
 2. Department updates
 - City Staff Update** – None.
6. **Public Hearings** – None.
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 October 3, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approve the position of the Assistant Director of Public Works Position and Job Description. (M. Antrim, City Manager)
 3. Approve the Recreation Coordinator Position and Job Description. (M. Antrim, City Manager)
 4. Approve Fiscal Year 2022-2023 4th Quarter Investment Report. (M. Antrim, City Manager)
8. **Information or Discussion Items** –
 1. Brewster County Liaison Update. (J. Stokes, City Council)
 2. Discuss the possibility of creating a partnership with Sul Ross State University, the City, and the County, and possibly using the "Far From Ordinary" tagline in partnership with Sul Ross on their marketing campaign through Hotel Occupancy Tax funds. (C. Eaves, Mayor)
 3. Discuss the issue with parking downtown and the possibility of partnering with TxDOT to stripe parking spaces on the main thoroughfares including Holland Avenue and Avenue E. (C. Eaves, Mayor)

4. Discuss requirements to amend the City Charter, discuss the need for Council to review the Charter and to identify necessary amendments, and discuss what might need to be added, deleted, or what may no longer be legal or applicable. (C. Eaves, Mayor)
5. Continue the discussion regarding proposed changes to Chapter 23 - City Council to the Alpine Code of Ordinances, including updates to the order of business and updates to rules of procedure and decorum for City Council meetings. (C. Eaves, Mayor)
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. Confirm Fiscal Year 2023-2024 5% cost of living increase for the City Secretary, Geoffrey Calderon. (M. Antrim, City Manager)
 2. Confirm Fiscal Year 2023-2024 5% cost of living increase for the City Manager, Megan Antrim. (M. Antrim, City Manager)
 3. Approve Resolution 2023-10-04, a resolution authorizing the City to participate in the Texas Recycles Day Grant. (M. Antrim, City Manager)
 4. Approve Resolution 2023-10-05, a resolution authorizing the City to participate in the Texas Water Development Board - Asset Management Program for Small Systems. (M. Antrim, City Manager)
 5. Approve the Fiscal Year 2023-2024 funding request from the Children's Advocacy Center of the Big Bend for allocation of funds (\$5,000) to assist with services in the City of Alpine. (M. Antrim, City Manager)
 6. Authorize the City Manager to waive payments totaling \$12,989.58, from Brewster County for fire call payments under the interlocal agreement from July 2022 to February 2023. (M. Antrim, City Manager)
10. **City Council Member Comments** – No discussion or action may take place.

NOTICE: The City Council reserves the right to reconvene, recess, realign, change the order of business, or adjourn into Executive Session at any time during the course of the meeting prior to adjournment, to discuss any item listed above, as authorized by 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 551.087 (development).

NOTICE: In compliance with the Americans with Disabilities Act, the City of Alpine will provide reasonable accommodations for persons attending meetings. 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.
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, October 13, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.


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.

City Attorney Report – None.

City Manager Report –

1. End of year update
2. Department updates

City Staff Update – None.

PUBLIC HEARINGS OVERVIEW

6. Public Hearings – None.

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 October 3, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approve the Assistant Director of Public Works Position and Job Description. (M. Antrim, City Manager)
 3. Approve the Recreation Coordinator Position and Job Description. (M. Antrim, City Manager)
 4. Approve Fiscal Year 2022-2023 4th Quarter Investment Report. (M. Antrim, City Manager)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023**

CONSENT AGENDA

1. Approve of October 3, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. October 3, 2023 Regular Meeting Minutes.

STAFF RECOMMENDATION

APPROVE.

City of Alpine
Regular City Council Meeting
Tuesday, October 3, 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 Martin Sandate
Councilor Rick Stephens

City Staff and Stakeholders Present:

Megan Antrim, City Manager
Geoffrey R. Calderon, City Secretary
Marianella Joseph, City Attorney
Darrell Losoya, Chief of Police
Abel Hinojos, Airport Supervisor
Randy Guzman, Director of Gas Utility

Not Present: None.

Others Present: Approximately 11 other attendees.

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 September 29, 2023.

3. **Public Comments** – (limited to 3 minutes per person) –

- Karen Cantrell, Ward 1, addressed the City Council in support of a city-wide speed limit responsive to Information or Discussion Item No. 3.

4. **Presentations, Recognitions, and Proclamations** –

1. Proclamation of Alpine Teachers' Day.

Alpine Independent School District Superintendent, Dr. Michelle Rinehart, and three AISD teachers accepted the proclamation of Alpine Teachers' Day.

2. National Public Natural Gas Appreciation Week – October 1 – October 7, 2023.

Director of Gas Utility, Randy Guzman, and four Gas Department employees accepted the proclamation of National Public Natural Gas Appreciation Week.

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

City Mayor Report.

City Attorney Report – None.

City Manager Report – None.

City Staff Updates – None.

Minutes: 10-03-2023

Approved: 10-17-2023

6. **Public Hearings** – None.

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 September 19, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
2. Approval of September 23, 2023 Workshop Meeting Minutes. (G. Calderon, City Secretary)
3. Approval of September 26, 2023 Special Meeting Minutes. (G. Calderon, City Secretary)

RESOLUTION 2023-10-02: On a motion by Councilor Stephens and seconded by Councilor Stokes to approve the consent agenda as presented, the City Council unanimously voted to adopt the motion.

8. **Information or Discussion items** –

1. Airport Advisory Board – Discuss the intent to propose re-creation of the Alpine Airport Advisory Board. (R. Stephens, City Council)
2. Transportation Advisory Board – Discuss the intent to propose re-creation of the Alpine Transportation Committee. (R. Stephens, City Council)
3. Speed Limit Change – City Council discussed reducing the speed limit on City owned streets from 30 to 25 mph. Council Members were provided maps and asked to make recommendations about which streets in their Wards should remain at 30 mph. The purpose of this discussion is for each Council Member to provide their map and discuss recommendations so that an integrated plan can be developed for the City and an appropriate Ordinance can be created. (R. Stephens, City Council)
4. Brewster County Liaison Report. (J. Stokes, 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 Resolution 2023-10-01, a resolution designating the Alpine Avalanche as the Official Newspaper of the City of Alpine for Fiscal Year 2023-2024. (M. Antrim, City Manager)

RESOLUTION 2023-10-03: On a motion by Councilor Stokes and seconded by Councilor Nance to approve Resolution 2023-10-01, a resolution designating the Alpine Avalanche as the Official Newspaper of the City of Alpine for Fiscal Year 2023-2024, the City Council unanimously voted to adopt the motion.

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

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Minutes: 10-03-2023

Approved: 10-17-2023

adjournment, to discuss any item listed above, as authorized by 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 551.087 (development).

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11. **Executive Session** – None.

12. **Action – Executive Session** – None.

There being no further business, the meeting was adjourned by Mayor Eaves.

13. **Adjourn.** (5:46 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 September 29, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

Geoffrey R. Calderon, City Secretary

Minutes: 10-03-2023

Approved: 10-17-2023



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
October 17, 2023

CONSENT

2. Approve the Assistant Director of Public Works Position and Job Description. (M. Antrim, City Manager)

BACKGROUND

- The Assistant Director of Public Works position would provide an opportunity to establish and implement growth and succession within and out of the department.
- Provide additional leadership and knowledge base of heavy equipment operations and management.
- Additional assistance within the department for planning, training, budgeting, capital improvement projects and long-term infrastructure needs.
- There are currently multiple positions open within the Public Works Department. Hiring an Assistant Director of Public Works would reduce the number of open positions. ****This is not a request for a new position****
- The job description is in line with our current structure and salary scale.

SUPPORTING MATERIALS

1. Assistant Director of Public Works Job Description

STAFF RECOMMENDATION

Recommendation: APPROVE

Assistant Director of Public Works

Department: Public Works

Supervisor: Director of Public Works

Salary: Non-Exempt

Status: Full-Time

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

Education and Experience:

- High School diploma or GED is *required*.
- Bachelor's degree (or higher) in Public Administration, Engineering, Construction Management or related field *highly preferred*.
- Minimum of FIVE (5) years related work experience, including progressive supervisory roles *required*. Experience in municipal/governmental organizations *highly preferred*.

Licenses and Certificates: This position requires a Texas Class "C" Driver's License.

General Purpose

The Assistant Director of Public Works is part of the management team developing and implementing a strategy to help meet the City's Sustainable Infrastructure goal. This position will mainly focus on maintaining and improving existing infrastructure related to streets, parks, City properties, and fleet maintenance. The ideal candidate is someone who can work well in a team environment, take initiative, have strong leadership skills, and is organized. The Assistant Director of Public Works will assume the responsibilities of the Director in their absence.

Typical Duties

- Assist in the direction of operations, employees, programs, projects, and activities within the Department of Public Works.
- Ensures all employees use proper safety precautions in all work performed; reports problems and emergency situations; recognizes, avoids, and reports unsafe acts, conditions, accidents, and injuries.
- Makes recommendations for the preparation and implementation of the department's budgets, capital improvement plan and appropriate master plans consistent with standard operating procedures and department priorities.
- Assists in administering construction contracts for project/program quality, fiscal control and other parameters required by specific funding sources.
- Establishes and maintains a working environment conducive to positive morale, quality, creativity, and teamwork.
- *Team Leadership and Management:* Supervise the day-to-day operations of street, parks, fleet, building management facilities, ensuring the efficient and effective delivery of services in compliance with regulations and standards.
- *Documentation and Reporting:* Prepare, review, and approve various documents, including timesheets, reports, surveys, work orders, accident/injury reports, TCEQ

Assistant Director of Public Works**Department: Public Works****Supervisor: Director of Public Works****Salary: Non-Exempt****Status: Full-Time**

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

reports, etc. ensuring accuracy and completeness.

- *Training:* Assist employees with obtaining necessary training and skills to operate required equipment.
- *Stakeholder Communication:* Address concerns, complaints, inquiries, and issues from citizens, other departments, Councilmembers, agencies, contractors/consultants, and vendors.
- *Budgeting and Planning:* Participate, prepare, and administer budgets and five-year plans for the Public Works Department. Make informed financial decisions to optimize resource allocation.
- *Contract and Project Management:* Prepare specifications and bids for annual contracts, equipment purchases, maintenance projects, and infrastructure projects.

Knowledge, Skills, and Abilities

- Ability to act independently and proactively to identify and troubleshoot problems and bring issues forward to City leadership as needed.
- Ability to understand and function within municipal government operations, and City specific policies, procedures, ordinances, and budgeting practices.
- Working knowledge of construction management for larger projects.
- Working knowledge of required heavy equipment utilized by public works.
- Strong knowledge of local, state, and federal regulations related to public works operations.
- Excellent leadership, communication, and interpersonal skills.
- Proficiency in budgeting, project management, and managing field teams.
- Proficiency in using relevant software and applications, including MS Office Products.
- Strong collaboration/conflict resolution skills
- Ability to work under pressure and adhere to deadlines.
- Good judgement
- Professionalism
- Thoroughness, Detail Oriented
- Flexibility
- Excellent customer service skills
- Personal Effectiveness/Credibility
- Strong organizational skills, including handling multiple tasks and prioritizing.

Assistant Director of Public Works**Department: Public Works****Supervisor: Director of Public Works****Salary: Non-Exempt****Status: Full-Time**

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

Other Job Characteristics

- Position will frequently work in both an office and seasonal outdoor environments.
- Must be able to lift and safely maneuver up to 100lbs.
- Exposure to rough adverse terrain, construction sites, heavy equipment, inclement weather, and extended periods of close detailed work.
- Exposure to hazardous environmental conditions, occasionally exposed to wet and/or humid conditions, hazardous materials, and chemicals.
- Must be able to safely and frequently drive a city vehicle through city traffic.
- Normal days and hours of work are 8 hours daily, Monday through Friday, 8:00 a.m. -5:00 p.m.
- Flexibility to work outside of normal office hours, including evenings, weekends, and holidays required.

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

ACKNOWLEDGEMENT

As evidenced by my signature below, I have read my job description and have fully understood my duties and responsibilities related to my employment with the City of Alpine. I also acknowledge that I am qualified to perform these duties and, with or without reasonable accommodation, can perform the essential functions of this position as described. Further, I understand that if, at any time, I am unclear as to what my job duties and responsibilities are, or what is expected of me, I will notify management immediately to interpret these duties and expectations.

Employee Signature & Date

Employee's Printed Name



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
October 17, 2023

CONSENT

3. Approve Recreation Coordinator Position and Job Description. (M. Antrim, City Manager)

BACKGROUND

- The City of Alpine currently uses multiple departments to assist with management of recreational needs within the City.
- Employing a Recreation Coordinator will assist with
 - Single point of contact
 - Consistent access to information
 - Lifeguard Management
 - Necessary certifications for pool operations and lifeguard certifications
 - Reservation of City facilities and parks
 - Development of additional recreational activities for residents
- The current open position within the Parks Department would be repurposed for the Recreation Coordinator and reduce part of the workload for the remaining team members. ****This is not a request for a new position****
- The job description is in line with our current structure and salary scale.

SUPPORTING MATERIALS

1. Recreation Coordinator Job Description

STAFF RECOMMENDATION

Recommendation: APPROVE

Recreation Coordinator
Department: Public Works
Division: Parks
Supervisor: Public Works Director
Salary: Non-Exempt
Status: Full-Time

\$31,324.80 - \$46,883.20 Annually
\$2,610.40 - \$3,906.93 Monthly
\$15.06 - \$22.54 Hourly

Education and Experience: A minimum of a High School diploma or GED is required. An associate degree or higher in Recreation Programming, Public Administration or a related field or TWO years related work experience is preferred. Experience in recreation management is highly desirable.

Licenses and Certificates: This position requires a Texas Class "C" Driver's License. Further certifications and licenses are required within 12 months of employment.

General Purpose

The Recreation Coordinator reports to the Director of Public Works. Under general supervision, the Recreation Coordinator is responsible for recreation programming and facility management. Programming includes planning, scheduling, and coordinating with a variety of existing community sports organizations as well as the possibility of creating new city-run programming. Facility management includes booking and promoting the city's recreational and event facilities.

** This is a new entry-level management position that manages portions of the overall administration and operations of recreational programs and facilities for the City of Alpine. **

Typical Duties

- **FACILITY MANAGEMENT:** Coordinates/Oversees the scheduling of City-owned event spaces. Enforces rental contracts and notification of any follow-ups, reimbursement fees, etc. as needed.
- **YOUTH SPORTS:** Coordinates with a variety of local sports organizations to schedule fields, practice/game times, etc. Resolves any scheduling conflicts in a professional manner.
- **CITY POOL:** Functions as the Pool Supervisor for seasonal lifeguard staff, including overseeing hiring process, coordinating mandatory lifeguard trainings, scheduling lifeguard staff, booking pool rentals, coordinating with the Parks maintenance crew for physical maintenance of the pool facility, and posts notices of pool closures as needed.
- **SPECIAL EVENTS/COMMUNITY PARTNERSHIPS:** Acts as City liaison for numerous special events within the community that use City facilities/spaces for programming.
- **ADULT INTRAMURAL & YOUTH SUMMER RECREATION PROGRAMMING:** Will help evaluate the need for, create, promote, implement, and manage possible future Adult Intramural and Youth Summer Recreation programs, including overseeing and scheduling any additional seasonal staff or volunteers associated with such programs.
- Performs other duties as required or necessary.

Recreation Coordinator
Department: Public Works
Division: Parks
Supervisor: Public Works Director
Salary: Non-Exempt
Status: Full-Time

\$31,324.80 - \$46,883.20 Annually
\$2,610.40 - \$3,906.93 Monthly
\$15.06 - \$22.54 Hourly

Knowledge, Skills, and Abilities

- Requires good working knowledge of basic computer programs (Word, Excel, PowerPoint) and standard office equipment.
- Requires working knowledge of techniques for developing, organizing and supervising recreational activities.
- Requires strong communication skills, both written and verbal.
- Requires ability to adapt to change, resolve conflicts, and be solution oriented.
- Requires working in both indoor office and outside environments.

Other Job Characteristics

- May require a flex-schedule with weekend or evening hours worked.
- Regular driving of City vehicle through City streets.
- Must be able to safely lift and maneuver up to 50 pounds on a regular basis.
- Occasional exposure to irate members of the public.

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

ACKNOWLEDGEMENT

As evidenced by my signature below, I have read my job description and have fully understood my duties and responsibilities related to my employment with the City of Alpine. I also acknowledge that I am qualified to perform these duties and, with or without reasonable accommodation, can perform the essential functions of this position as described. Further, I understand that if, at any time, I am unclear as to what my job duties and responsibilities are, or what is expected of me, I will notify management immediately to interpret these duties and expectations.

Employee Signature & Date

Employee's Printed Name



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
October 17, 2023

CONSENT

4. Approve Fiscal Year 2022-2023 4th Quarter Investment Report. (M. Antrim, City Manager)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. 4th Quarter FY 2022-2023 Investment Report.

STAFF RECOMMENDATION


Recommendation: APPROVE

CITY OF ALPINE
QUARTERLY COUNCIL REPORT
FY 2022 - 2023 4TH QUARTER
INVESTMENT REPORT

| ACCOUNT TYPE | PURCHASE DATE | MATURITY DATE | Beginning Balance | INTEREST | CHANGE AMOUNT | INTEREST/DIVID | BOOK VALUE | MARKET VALUE | Fund Distribution |
|--------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------|----------------|----------------|-------------------|----------------|----------------------------|
| TextStar | N/A | On Demand | \$2,057,215.71 | 0.999816% | \$0.00 | \$27,289.03 | \$2,084,504.74 | \$2,084,504.74 | 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 | \$292,783.28 | 5.5213% | \$0.00 | \$4,041.21 | \$296,824.49 | \$296,824.49 | General Fund - Road Repair |
| TXClass - Airport Reserve | 8/10/2015 | On Demand | \$29,470.22 | 5.5213% | \$0.00 | \$406.75 | \$29,876.97 | \$29,876.97 | Airport |
| TXClass - HOT Reserve | 8/11/2015 | On Demand | \$89,647.66 | 5.5213% | \$0.00 | \$1,237.38 | \$90,885.04 | \$90,885.04 | Tourism |
| TXClass - Creek Project | 7/17/2017 | On Demand | \$237,789.69 | 5.5213% | \$0.00 | \$3,282.19 | \$241,071.88 | \$241,071.88 | General Fund - Splash Pad |
| | | Resolution 2021-08-02 - \$50,000 dedicated to Splash Pad - remaining funds for purchase of generators | | | | | | \$191,071.88 | Generators |
| TXClass - Fire Dept | 7/17/2017 | On Demand | \$204,923.92 | 5.5213% | \$0.00 | \$2,828.53 | \$207,752.45 | \$207,752.45 | General Fund - Fire |
| TXClass - Water/Sewer Infrastructure | 6/20/2017 | On Demand | \$819,229.07 | 5.5213% | \$0.00 | \$12,932.84 | \$949,904.02 | \$949,904.02 | Water/Sewer |
| | | Lift Station Repairs | \$117,742.11 | RB 03 Reserve Closed - Resolution - Holiday Inn Lift Station Repairs | | | | | |
| TXClass - Pueblo Nuevo Park | 9/27/2022 | On Demand | \$77,629.68 | 5.5213% | \$75,000.00 | 1117.04 | \$153,746.72 | \$153,746.72 | Pueblo Nuevo - City Match |
| | Beginning Total Investments | | \$3,926,431.34 | | Total Interest | \$53,134.97 | Total Investments | \$4,054,566.31 | |

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 Allen
City Manager

INFORMATION OR DISCUSSION OVERVIEW

8. Information or Discussion Items –

1. Brewster County Liaison Update. (J. Stokes, City Council)
2. Discuss the possibility of creating a partnership with Sul Ross State University, the City, and the County, and possibly using the "Far From Ordinary" tagline in partnership with Sul Ross on their marketing campaign through Hotel Occupancy Tax funds. (C. Eaves, Mayor)
3. Discuss the issue with parking downtown and the possibility of partnering with TxDOT to stripe parking spaces on the main thoroughfares including Holland Avenue and Avenue E. (C. Eaves, Mayor)
4. Discuss requirements to amend the City Charter, discuss the need for Council to review the Charter and to identify necessary amendments, and discuss what might need to be added, deleted, or what may no longer be legal or applicable. (C. Eaves, Mayor)
5. Continue the discussion regarding proposed changes to Chapter 23 - City Council to the Alpine Code of Ordinances, including updates to the order of business and updates to rules of procedure and decorum for City Council meetings. (C. Eaves, Mayor)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023**

INFORMATION OR DISCUSSION

1. Brewster County Liaison Update. (J. Stokes, City Council)

BACKGROUND

- On January 4, 2022, the City Council appointed Councilor Judy Stokes as the Brewster County Liaison for the City.
- Councilor Stokes attends all Commissioners Court meetings, and this item is being added to facilitate an update on County Affairs.

SUPPORTING MATERIALS

- Commissioners Court Report – October 10, 2023.

STAFF RECOMMENDATION

- NONE.

COMMISSIONER'S COURT REPORT

DATE: October 10, 2023 at 9:30 am

MEMBERS PRESENT: Judge Greg Henington, Commissioners: J Westerman, S Colando, R. Ortega, M Morrow

MEMBERS ABSENT:

SUMMARY:

This was a Regular Meeting. There were no public comments.

The Court then approved:

The minutes from the meeting of 9-26-2023

Discussed the Study Butte water crisis. One well completely down and other ran dry. They are under a Boil Water Notice.

The re-allocation of ARPA funds to cover Brewster County Payroll from 10-01-2022 to 05-01-2023 in the amount of \$2,499,000.00; to give Alpine ISD \$50,000 of ARPA funds to help cover expense of the nursery. Discussed but no approval of renovating the basement of the Tax Office to house all County older records.

The approved of Patty Roach to contract to help with 2021 external Audit, Name Judge Henington the authorized representation and authorized him to execute an engagement letter for contracted services.

The 2024 Jury Plan.

The 2024 TDIC (Indigent Defense) Grant.

The Elections Services Agreement with Lajitas Utility District 1.

The Regional Solid Waste Mgt Allocation Agreement.

To extend the Burn Ban for 45 more days.

The Auditors Budget Amendments and Line Item Adjustments

A contract with Pinnacle Oil to lock into a rate of \$2.15 per gallon for the next year.

To consider charge the Public Defenders for their office space as of January 1, 2024.

Next meeting is scheduled for October 24 , 2023.



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

INFORMATION OR DISCUSSION

2. Discuss the possibility of creating a partnership with Sul Ross State University, the City, and the County, and possibly using the "Far From Ordinary" tagline in partnership with Sul Ross on their marketing campaign through Hotel Occupancy Tax funds. (C. Eaves, Mayor)

BACKGROUND

- NONE.

SUPPORTING MATERIALS

- NONE.

STAFF RECOMMENDATION

- NONE.



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

INFORMATION OR DISCUSSION

3. Discuss the issue with parking downtown and the possibility of partnering with TxDOT to stripe parking spaces on the main thoroughfares including Holland Avenue and Avenue E. (C. Eaves, Mayor)

BACKGROUND

- NONE.

SUPPORTING MATERIALS

- NONE.

STAFF RECOMMENDATION

- NONE.



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

INFORMATION OR DISCUSSION

4. Discuss requirements to amend the City Charter, discuss the need for Council to review the Charter and to identify necessary amendments, and discuss what might need to be added, deleted, or what may no longer be legal or applicable. (C. Eaves, Mayor)

BACKGROUND

- NONE.

SUPPORTING MATERIALS

- NONE.

STAFF RECOMMENDATION

- NONE.



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

INFORMATION OR DISCUSSION

5. Continue the discussion regarding proposed changes to Chapter 23 - City Council to the Alpine Code of Ordinances, including updates to the order of business and updates to rules of procedure and decorum for City Council meetings. (C. Eaves, Mayor)

BACKGROUND

- NONE.

SUPPORTING MATERIALS

- 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. Confirm FY 2023-2024 5% cost of living increase for the City Secretary, Geoffrey Calderon. (M. Antrim, City Manager)
2. Confirm FY 2023-2024 5% cost of living increase for the City Manager, Megan Antrim. (M. Antrim, City Manager)
3. Approve Resolution 2023-10-04, a resolution authorizing the City to participate in the Texas Recycles Day Grant. (M. Antrim, City Manager)
4. Approve Resolution 2023-10-05, a resolution authorizing the City to participate in the Texas Water Development Board - Asset Management Program for Small Systems. (M. Antrim, City Manager)
5. Approve the Fiscal Year 2023-2024 funding request from the Children's Advocacy Center of the Big Bend for allocation of funds (\$5,000) to assist with services in the City of Alpine. (M. Antrim, City Manager)
6. Authorize the City Manager to waive payments totaling \$12,989.58, from Brewster County for fire call payments under the interlocal agreement from July 2022 to February 2023. (M. Antrim, City Manager)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023**

To: Honorable Mayor and City Council
Agenda Item: 1 – Cost of Living Increase – City Secretary
Agenda Sponsor: M. Antrim, City Manager

SYNOPSIS

Confirm FY 2023-2024 5% cost of living increase for the City Secretary, Geoffrey Calderon.
(M. Antrim, City Manager).

BACKGROUND

- City Council approved the FY 2023-2024 City of Alpine Budget on September 19, 2023.
- Included in the budget is a five (5%) cost of living increase for all employees.
- In order to maintain transparency, it is being requested that City Council confirm the cost of living increase for the City Secretary.

SUPPORTING MATERIALS

None

STAFF RECOMMENDATION

APPROVE



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023**

To: Honorable Mayor and City Council
Agenda Item: 2 – Cost of Living Increase – City Manager
Agenda Sponsor: M. Antrim, City Manager

SYNOPSIS

Confirm FY 2023-2024 5% cost of living increase for the City Manager, Megan Antrim. (M. Antrim, City Manager).

BACKGROUND

- City Council approved the FY 2023-2024 City of Alpine Budget on September 19, 2023.
- Included in the budget is a five (5%) cost of living increase for all employees.
- In order to maintain transparency, it is being requested that City Council confirm the cost of living increase for the City Manager.

SUPPORTING MATERIALS

None

STAFF RECOMMENDATION

APPROVE



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

To: Honorable Mayor and City Council
Agenda Item: 3 - Resolution 2023-10-04 – Texas Recycle Days
Agenda Sponsor: M. Antrim, City Council
Memo Submitted By: Marci Tuck, Grant Writer

SYNOPSIS

Approve Resolution 2022-10-04, a resolution authorizing the city to participate in the Texas Recycle Days Grant Program (M. Antrim, City Manager).

BACKGROUND

- The Texas Recycle Days Grant Program is sponsored by Keep Texas Beautiful (KTB).
- The City of Alpine participates annually in the state KTB program as a GOLD level community, having achieved recognition for our previous efforts in recycling and sustainability efforts.
- The FY2024 Texas Recycle Day Grant Program's goal is to provide funding for projects that will advance or diversify communities' existing recycling programs.
- The City of Alpine's Environmental Services division would like to apply for approximately \$5,000 from the FY2024 Texas Recycle Days program to purchase ten (10) lids for large recycle bins, allowing the City to place five (5) recycle stations in public spaces throughout the city, promoting proper disposal of recyclable materials.
- The City of Alpine has been awarded funds from various KTB grants in the past few years, including funds for recycling totes in FY2023.
- The FY2024 application is due on October 26, 2023.

SUPPORTING MATERIALS

1. Resolution 2023-10-04 and draft application.
2. Quote for recycle bin lids.

STAFF RECOMMENDATION

APPROVE

STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2023-10-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AUTHORIZING THE CITY TO PARTICIPATE IN THE KEEP TEXAS BEAUTIFUL-TEXAS RECYCLES DAYS GRANT PROGRAM FOR FY 2024.

WHEREAS, the City of Alpine is committed to providing beautification efforts to the citizens and visitors of Alpine; and

WHEREAS, the City of Alpine finds it in the best interest of the citizens of Alpine that the City participate in the Texas Recycles Days Grant Program, offered through Keep Texas Beautiful (KTB); and

WHEREAS, the City of Alpine agrees to provide applicable matching funds as required by the Texas Recycles Days Grant Program application.

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

SECTION I. The City of Alpine designates the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

SECTION II. The City of Alpine approves submission of the Texas Recycles Days Grant Program to provide approximately \$5,000 in funds towards recycling containers to be placed in public spaces throughout town, promoting beautification and sustainability opportunities to the citizens and visitors of Alpine.

SECTION III. This resolution is effective immediately upon its passage.

PASSED, APPROVED, AND ADOPTED BY A MAORITY VOTE OF THE CITY COUNCIL ON THIS THE 17th DAY OF OCTOBER 2023 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Catherine Eaves, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

1. Please provide a brief description of the project this funding will support.

This funding will support and expand the existing public recycling collection station system.

The City of Alpine Hal Flanders Recycling Center currently owns 5 (double) collection stations. The lids for these collection stations are considerably deteriorated, rendering three stations not currently usable. The two stations currently in use are located within Alpine's Kokernot Municipal Park, which serves as a regional park for the area (see Location map 1).

Replacing the lids for all stations (10 lids, plus 5 extras for future needed replacements) will make it possible for the recycling team to place the decommissioned stations in different locations around town.

Proposed third, fourth, and fifth station locations include: south of Kokernot Park, Baines Park, and the Hancock Hill Trail Head. (see Location maps 2, 3, 4)

2. What are the goals of your project? How will this project impact recycling in your community?

The goal of this project is: To support the public recycling collection and awareness throughout the Alpine community.

This project will impact the community by providing additional recycling options to residents and visitors that use the parks and other high-use public areas where these stations will be placed.

3. Please provide an estimated itemized project budget. If you are not awarded the full amount of this request, how will the project be adapted? Would this funding be matched by the community or other funding sources?

The City of Alpine approved Resolution 2023-10-XX which supports this application and it's stated project as well as agrees to provide applicable matching (or overage) funds for the said project.

If the City of Alpine is not awarded the full amount requested, the Environmental Service's Division will budget to replace recycle station lids two at a time (one station) for the next three years, which would be less impactful than being able to place three new stations in highly-visible locations all at once.

Please provide an itemized project budget. \$5,331.50

Itemized Project Budget

| ULINE MODEL | DESCRIPTION | CAPACITY | SIZE | WT. | Cost | |
|-------------------------------|--------------|----------------------|---------------|-------------|---------------|-------------------|
| NO. | | | L x W x H | (LBS.) | 1 | 15 |
| H-2182 | Glutton® Lid | 56 Gallon | 26 x 23 x 14" | 15 | \$305.00 | \$4,575.00 |
| SHIPPING/HANDLING | | | | | | \$516.50 |
| | | | | | | \$5,091.50 |
| Print Co | | | | Cost | Amount | |
| (12) Station Stickers | 8 X 10 | Window/Vehicle Decal | | \$10.00 | 12 | \$120.00 |
| (12) Acknowledgement Stickers | 8 X 10 | Window/Vehicle Decal | | \$10.00 | 12 | \$120.00 |
| | | | | | | \$240.00 |
| TOTAL | | | | | | \$5,331.50 |

4. Provide an overview of the community's needs this grant will be used to address, and describe your community's existing recycling efforts.

The recycling program in Alpine, TX is source separated. Residents collect/sort recycling at home then have to take them to the center. This grant will address recycling efforts by giving residents and visitors recycling options at public areas in and around town, thereby reducing the amount of recyclable materials disposed of into the municipal landfill.

5. Please list the milestone steps needed to accomplish the goals and the expected timeline for the project.

1. 10/16/2023 – 11/15/2023 – Establish an average weight from two (2) current public recycling collection stations at Kokernot Municipal Park.
2. 11/15/2023 – Order fifteen (15) Glutton® Lids; Twelve (12) Station Location/ID Stickers; and Twelve (12) Waterproof LOGO stickers (acknowledging grant/project sponsors.)
3. 12/01/2023- 02/30/2023 – Distribute and install five (5) replacement and new public recycling collection stations, at locations previously described in the application.
4. 3/31/2024 – Submit Progress Report
5. 03/01/2024-06/30/24 – Continue Weekly Collection & Weighing from all five (5) public recycling collection stations, for a minimum of four (4) weeks, and ideally for twelve (12) weeks.
6. 8/30/2024 – Submit Final Report

6. How will you promote and publicize this program in your community? How will financial support from Coca-Cola Southwest Beverages be noted?

This program will be publicized by posting a PSA on the City Website, City Facebook Pages (Recycling Center and Keep Alpine Beautiful), at the Recycling Center, and Community Outreach events. Grant Sponsor Acknowledgment stickers will be placed on both sides of the COLLECTION

STATION displaying that the funding was provided by Coca-Cola Southwest Beverages & Keep Texas Beautiful TEXAS RECYCLES DAY GRANT.

A statement displaying this support will be added to relevant City, Keep Alpine, and other websites and Facebook pages once the project is completed.

7. Will you partner with schools, nonprofit organizations, or other entities in the community?

The City will reach out to Alpine ISD, Sul Ross State University, various local sports organizations, and community groups to promote use of recycling stations during major events such as sports league tournaments, guided hikes at Hancock Hill Trail Head, large fundraising events at the parks, etc.

8. Will your project help fill a need in an under-served community?

Yes, it will. Most of the stations will be located in public areas focused on recreation. At the proposed new recycle station locations (Baines Park, Hancock Hill Trail Head, south Kokernot Park), there are currently TRASH cans but not recycling bins. These high-visibility and high-use locations generate a lot of plastic bottle waste. Providing a dedicated recycling station will reduce landfill waste and encourage recycling in the community.

9. Describe the sustainability plan for this project. The three parts you should address are community sustainability, financial sustainability, and organizational sustainability of your project.

This project addresses sustainability in the following ways:

- 1) Community sustainability by the selection of the container lids, made LLDPE (Linear Low Density Polyethylene) are made with 20% recycled content (Post-consumer), Puncture-resistant, High impact strength, Good environmental stress cracking resistance and UV resistant. Also, the more access residents have to these recycling stations, the more they will recycle and the less is put into our landfill, thereby extending the life of the landfill.
- 2) Financial sustainability is addressed by the long-lasting 20% recycled content (Post-consumer), Puncture-resistant, High impact strength, Good environmental stress cracking resistance and UV resistant container that will be accessible to the public. These recycling station will be use by City of Alpine residents throughout multiple years which they will be located in public areas.
- 3) Organizational sustainability is addressed by creating an increased access of our Recycle Center services, justifying the continuation (and hopeful growth) of the municipal recycling program at the City of Alpine.

10. How would you measure the success of this project and what are the key performance indicators? Examples: Pounds of material collected, number of residents with increase recycling access, number of residents reach through education, etc.

To measure the success of the project, the recycle items from all five (5) recycle stations will be collected and weighed weekly for a minimum of four (4) weeks, and ideally for twelve (12) weeks to establish both baseline and average use data at each of the sites. This data will be submitted in the final report.

Itemized Project Budget

| ULINE MODEL | | DESCRIPTION | CAPACITY | SIZE L x W x H | WT. (LBS.) | Cost | |
|-------------------------------|--|--------------|----------------------|-------------------|---------------|---------------|-------------------|
| NO. | | | | | | | |
| H-2182 | | Glutton® Lid | 56 Gallon | 26 x 23 x 1 4" | 15 | \$305.00 | \$4,575.00 |
| SHIPPING/HANDLING | | | | | | | \$516.50 |
| | | | | | | | \$5,091.50 |
| Print Co | | | | | Cost | Amount | |
| (12) Station Stickers | | 8 X 10 | Window/Vehicle Decal | | \$10.00 | 12 | \$120.00 |
| (12) Acknowledgement Stickers | | 8 X 10 | Window/Vehicle Decal | | \$10.00 | 12 | \$120.00 |
| | | | | | | | \$240.00 |
| | | | | | | TOTAL | \$5,331.50 |





PROPOSED LOCATION
4TH BAINES PARK

S 4th St

S 4th St

510

501

505

502

501

S 5th St

S 5th St

E Gallego Ave

Our Lady of Peace
Catholic Church

Baines Park

Baines Park



S 10th St

W Avenue E

W Avenue F

S 11th St

S 11th St

S 11th St

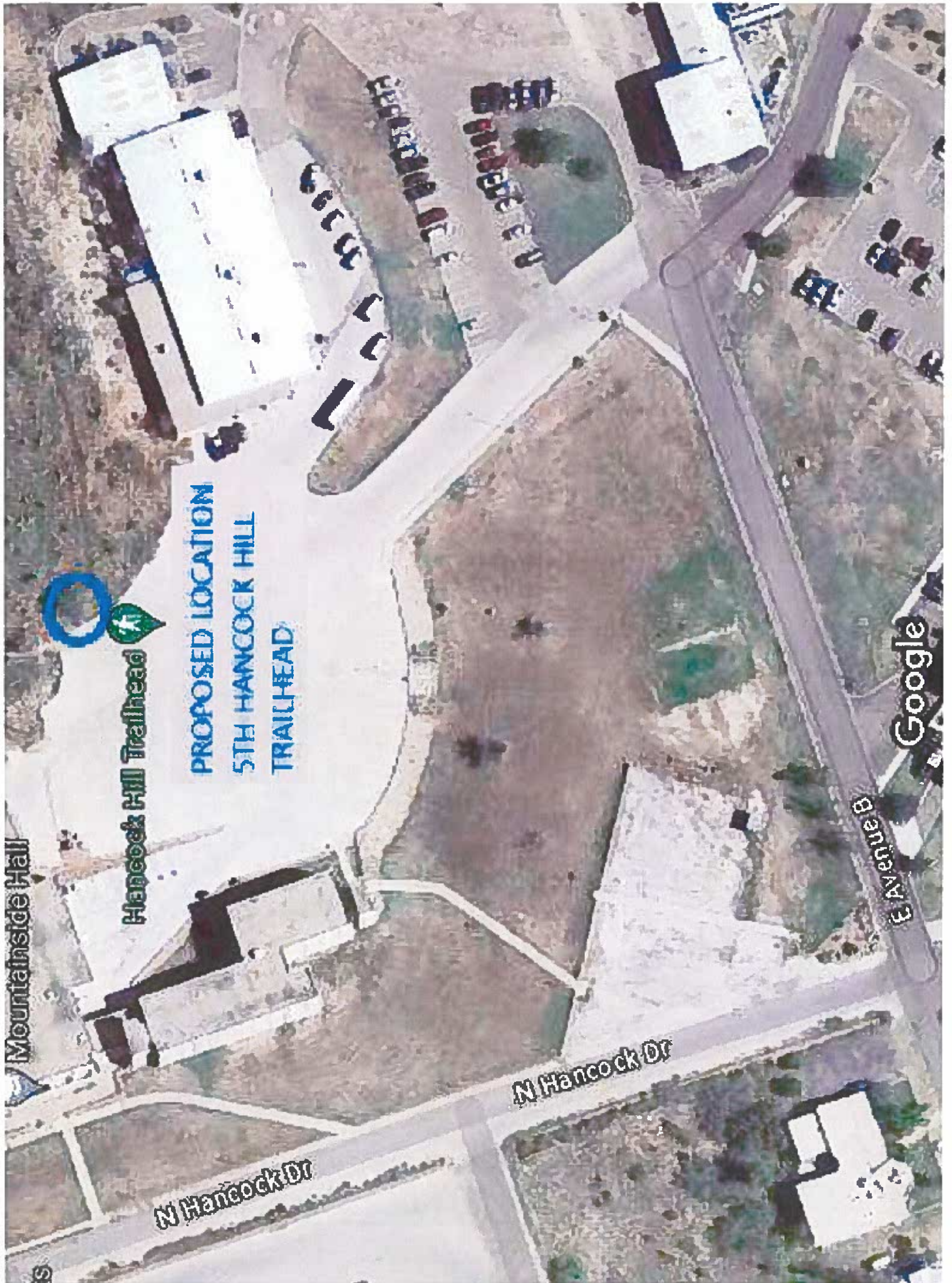
Medina Park

PROPOSED LOCATION
5TH LOCATION



340

303









PLASTIC 1&2

PLASTIC 1&2

CITY OF ALPINE

**RECYCLING
COLLECTION
STATION**

Made possible by:

**Coca-Cola Southwest
Beverages & Keep Texas
Beautiful**

TEXAS RECYCLES DAY GRANTS

TO STRENGTHEN EXISTING RECYCLING PROGRAMS



ARCA CONTINENTAL
Coca-Cola **SOUTHWEST
BEVERAGES**



**Keep Texas
Beautiful**
KEEP AMERICA BEAUTIFUL AFFILIATE





CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

To: Honorable Mayor and City Council
Agenda Item: 4 - Resolution 2023-10-05 – Asset Management Program for Small Systems
Agenda Sponsor: M. Antrim, City Manager
Memo Submitted By: Marci Tuck, Grant Writer

SYNOPSIS

Approve Resolution 2023-10-05, a resolution authorizing the City to participate in the Texas Water Development Board's Asset Management Program for Small Systems Grant. (M. Antrim, City Manager)

BACKGROUND

- The Texas Water Development Board initiated the Asset Management Program for Small Systems Grant Program (AMPSS) in 2018 to help communities with less than 10,000 in population be able to better manage their municipal water and wastewater systems.
- The City utilized the Texas Water Development Boards pilot request for proposals to request assistance with both water and wastewater asset management and was unsuccessful in completing the project.
- The City of Alpine applied for the wastewater system in 2022 but was not awarded; the 2023 application gives additional points for communities that have not yet been awarded funds.
- New to this cycle, the 2023 AMPSS grant is offered for **BOTH** Water and Wastewater systems, requiring a separate application for each.
- The City of Alpine has prepared TWO applications, seeing the benefit of the Asset Management Program for Small Systems for both the Water and Wastewater systems.
- There is NO monetary match required for this grant opportunity.
- It DOES require a minimum commitment of 80-hours of staff time PER APPLICATION to assist Texas Water Development Board with data collection, etc. of our local system(s).
- Deliverables from the program include: (System-wide) Asset Management Plan, Operation/Maintenance/Compliance Manuals & Check-lists, and Training & IT assistance options.

SUPPORTING MATERIALS

1. Resolution 2023-10-05
2. One-page info sheet on the AMPSS grant
3. TWO Draft applications- one for Water System and one for Wastewater System.

STAFF RECOMMENDATION

APPROVE

STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2023-10-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AUTHORIZING THE CITY TO PARTICIPATE IN THE TEXAS WATER DEVELOPMENT BOARD'S ASSET MANAGEMENT PROGRAM FOR SMALL SYSTEMS GRANT.

WHEREAS, the City of Alpine is committed to provide safe, sanitary, consistent, and sustainable utilities for it's citizens; and

WHEREAS, the City of Alpine finds it in the best interest of the citizens of Alpine that the City participate in the Asset Management Program for Small Systems (AMPSS) for FY 2023 for both the water and wastewater systems; and

WHEREAS, the City of Alpine agrees to provide the required minimum of at least 80-hours of staff time towards each project, if awarded.

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

SECTION I. City of Alpine approves submission of the application for Asset Management Program for Small Systems, available through Texas Water Development Board, to potentially receive award funds and or assistance to conduct a comprehensive inventory of the City's water and/or wastewater system assets.

SECTION II. The City of Alpine designates the City Manager as the applicant's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the application on behalf of the applicant agency.

SECTION III. This resolution is effective immediately upon its passage.

PASSED, APPROVED, AND ADOPTED BY A MAORITY VOTE OF THE CITY COUNCIL ON THIS THE 17th DAY OF OCTOBER 2023 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Catherine Eaves, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

Please submit your application via email by completing this form and sending to AMPSS@twdb.texas.gov.

Additional information about AMPSS can be found online at www.twdb.texas.gov/financial/programs/ampss/

Questions about this application and/or the AMPSS program can be sent to AMPSS@twdb.texas.gov.

By submitting this application, you understand and confirm that the information provided is true and correct to the best of your knowledge and further understand that the failure to submit a complete application by the stated deadlines, or to respond in a timely manner to additional requests for information, may result in the withdrawal of the application without review.

If you applying for both your drinking water and wastewater systems, a separate application is needed for each system.

| Section 1. APPLICANT INFORMATION | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------|--------------------------|
| Name of System | | System County | |
| City of Alpine- WASTEWATER | | Brewster | |
| System Information | | | |
| TCEQ RN | RN111368809 | System Ownership Type | |
| TCEQ CN | CN600624290 | Local Gov | State/Federal Gov |
| Water or Wastewater? | Water <input type="checkbox"/> Wastewater <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| PWS ID or Wastewater ID | WQ0014349001 | Water Supply Corporation <input type="checkbox"/> | |
| PUC CCN # | 20417 | Other (please describe) | |
| Section 2. SYSTEM DETAILS | | | |
| Current Number of Connections Served | 2,527 | Current Population Served | 5,884 |
| Number of Connections Served in 2020 | 2,482 | Population Served in 2020 | 6,035 |
| Has an inventory of your assets been completed in the past 5 years? | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> | |
| Did this drinking water or wastewater apply to be an AMPSS participant in 2022? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |
| Has your city's/organization's water or wastewater system been a participant in AMPSS previously? | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> | |
| Has this facility received any TCEQ violations within the past 36 months? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |
| If yes, please list violations: <i>Please submit supporting documentation of your violation history when you submit this application.</i> | LIST PENDING | | |
| What is the Annual Median Household Income (AMHI) for your service area? <i>Please use the 2021 ACS 5-Year estimates available from the U.S. Census Bureau.</i> | \$43,583 | | |
| Does the system serve only rural areas, as defined in Section 15.001 of the Texas Water Code (rural political subdivision)? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |

NOTES

1. ACS 5-Year Estimates for AMHI can be obtained from the U.S. Census Bureau's Explore Census Data website: <https://data.census.gov/cedsci/advanced>.
2. The definition of "rural political subdivision" in Section 15.001 of the Texas Water Code can be found at: <https://statutes.capitol.texas.gov/Docs/WA/htm/WA.15.htm>

Section 3. CONTACT INFORMATION

One of the primary goals of AMPSS is to help small water and wastewater systems achieve long-term sustainability and make managerial/operational decisions that utilize the resources of the system as efficiently as possible. Because of this, TWDB requests participation in AMPSS from the system's operations staff, management/administration, and governing body. Below, please identify representatives from each of these areas and list their contact information. If a representative from any of these areas is not available, an explanation in the Comments section is required.

Utility Department Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Andrew Devaney |
| Title | Interim Utility Director |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3281 x 167 |
| Mobile Number | n/a |
| Email Address | utilities.director@cityofalpine.com |

Examples: Utility/public works superintendent, operator

☐

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Administrative Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Megan Antrim |
| Title | City Manager |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3301 opt#1 |
| Mobile Number | n/a |
| Email Address | city.manager@cityofalpine.com |

Examples: General manager, city manager, city administrator

☒

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Governing Body Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Catherine Eaves |
| Title | Mayor |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3301 opt#1 |
| Mobile Number | n/a |
| Email Address | mayor.eaves@cityofalpine.com |

Examples: Board member, council member, mayor

☐

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Comments:



Asset Management Program for Small Systems (AMPSS)

Participant System Application - 2023

Due November 2, 2023 by 5:00pm CDT

Please submit your application via email by completing this form and sending to AMPSS@twdb.texas.gov.

Additional information about AMPSS can be found online at www.twdb.texas.gov/financial/programs/ampss/

Questions about this application and/or the AMPSS program can be sent to AMPSS@twdb.texas.gov.

By submitting this application, you understand and confirm that the information provided is true and correct to the best of your knowledge and further understand that the failure to submit a complete application by the stated deadlines, or to respond in a timely manner to additional requests for information, may result in the withdrawal of the application without review.

If you applying for both your drinking water and wastewater systems, a separate application is needed for each system.

| Section 1. APPLICANT INFORMATION | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------|
| Name of System | | System County | |
| City of Alpine- Water | | Brewster | |
| System Information | | | |
| TCEQ RN | RN111368809 | System Ownership Type | |
| TCEQ CN | CN600624290 | Local Gov <input checked="" type="checkbox"/> | State/Federal Gov <input type="checkbox"/> |
| Water or Wastewater? | Water <input checked="" type="checkbox"/> Wastewater <input type="checkbox"/> | Water Supply Corporation <input type="checkbox"/> | |
| PWS ID or Wastewater ID | WQ0014349001 | Other (please describe) <input type="checkbox"/> | |
| PUC CCN # | 20417 | | |
| Section 2. SYSTEM DETAILS | | | |
| Current Number of Connections Served | 2,785 | Current Population Served | 5,884 |
| Number of Connections Served in 2020 | 2,750 | Population Served in 2020 | 6,035 |
| Has an inventory of your assets been completed in the past 5 years? | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> | |
| Did this drinking water or wastewater apply to be an AMPSS participant in 2022? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |
| Has your city's/organization's water or wastewater system been a participant in AMPSS previously? | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> | |
| Has this facility received any TCEQ violations within the past 36 months? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |
| If yes, please list violations: <i>Please submit supporting documentation of your violation history when you submit this application.</i> | There are ten (10) POTENTIAL Alleged Violations from TCEQ's recent 2023 audit in September 2023, which is not finalized yet. *Please see attached document for list.* | | |
| What is the Annual Median Household Income (AMHI) for your service area? <i>Please use the 2021 ACS 5-Year estimates available from the U.S. Census Bureau.</i> | \$43,583 | | |
| Does the system serve only rural areas, as defined in Section 15.001 of the Texas Water Code (rural political subdivision)? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | |

NOTES

1. ACS 5-Year Estimates for AMHI can be obtained from the U.S. Census Bureau's Explore Census Data website: <https://data.census.gov/cedsci/advanced>.
2. The definition of "rural political subdivision" in Section 15.001 of the Texas Water Code can be found at: https://statutes.capitol.texas.gov/Docs/WA/htm/WA_15.htm

Section 3. CONTACT INFORMATION

One of the primary goals of AMPSS is to help small water and wastewater systems achieve long-term sustainability and make managerial/operational decisions that utilize the resources of the system as efficiently as possible. Because of this, TWDB requests participation in AMPSS from the system's operations staff, management/administration, and governing body. Below, please identify representatives from each of these areas and list their contact information. If a representative from any of these areas is not available, an explanation in the Comments section is required.

Utility Department Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Andrew Devaney |
| Title | Interim Utility Director |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3281 x 167 |
| Mobile Number | n/a |
| Email Address | utilities.director@cityofalpine.com |

Examples: Utility/public works superintendent, operator

☐

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Administrative Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Megan Antrim |
| Title | City Manager |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3301, opt #1 |
| Mobile Number | n/a |
| Email Address | city.manager@cityofalpine.com |

Examples: General manager, city manager, city administrator

☒

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Governing Body Representative Contact Information

| | |
|-----------------|----------------------------------------|
| Contact Person | Catherine Eaves |
| Title | Mayor |
| Mailing Address | 100 N. 13th Street Alpine, TX 79830 |
| Phone Number | 432/837-3301, opt#1 |
| Mobile Number | n/a |
| Email Address | mayor.eaves@cityofalpine.com |

Examples: Board member, council member, mayor

☐

Primary Contact for the AMPSS Project

Select this box if this is the person who should serve as the primary contact for communications between the system and the TWDB.

Comments:

TCEQ EXIT INTERVIEW FORM: Potential Violations and/or Records Request

| | | | | |
|----------------------------|-----------------------|-----------------------------|--------------------------------------|------------------------------------|
| Regulated Entity/Site Name | City of Alpine | | TCEQ Add. ID No. RN No (optional) | 0220001 |
| Investigation Type | CCI | Contact Made In-House (Y/N) | Y | Purpose of Investigation |
| Regulated Entity Contact | Mr. Andrew Devaney | | Telephone No. | (432) 837-3281 |
| Title | Director of Utilities | | FAX #/Email address | building.official@cityofalpine.com |
| | | | Date Contacted | 9/5/2023 |
| | | | FAX/Email date | 9/22/2023 |

NOTICE: The information provided in this form is intended to provide clarity to issues that have arisen during the investigation process between the TCEQ and the regulated entity named above and does not represent final TCEQ findings related to violations. Any potential or alleged violations discovered after the date on this form will be communicated to the regulated entity representative prior to the issuance of a notice of violation or enforcement. Conclusions drawn from this investigation, including additional violations or potential violations discovered (if any) during the course of this investigation, will be documented in a final investigation report.

| Issue No. | Type ¹ | Rule Citation (if known) | Description of Issue |
|-----------|-------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------|
| | RR | | Provide annual backflow test reports-list of backflow devices w/ reports for last 2 years |
| | RR | | Provide daily water usage records for amount of water treated-last 12 months |
| | RR | | Provide monthly reports for bacteriological sample results- all 2023 |
| 1 | AV | 30 TAC §290.41(c)(3)(N) | Failure to provide Musquiz Well 10 with a functioning well meter. |
| 2 | AV | 30 TAC §290.42(e)(2) | Failure to disinfect groundwater prior to distribution and in a manner consistent with §290.110 (Gardner Well). |
| 3 | AV | 30 TAC §290.42(e)(4)(A) | Failure to provide a small bottle of fresh ammonia solution outside chlorinator rooms (4). |
| 4 | AV | 30 TAC §290.43(e) | Failure to maintain intruder resistant fence at Musquiz Pump Station (southside needs repair). |
| 5 | AV | 30 TAC §290.46(e)(4)(C) | Failure to employ at least two operators who hold a Class "C" or higher groundwater license. |
| 6 | AV | 30 TAC §290.46(f) | Failure to complete customer service inspection certificate prior to providing water service to new construction. |

Note 1: Issue Type Can Be One or More of: AV (Alleged Violation), PV (Potential Violation), O (Other), or RR (Records Request)

| | | |
|-------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------|
| Did the TCEQ document the regulated entity named above operating without proper authorization? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Did the investigator advise the regulated entity representative that continued operation is not authorized? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Document Acknowledgment. Signature on this document establishes only that the regulated entity (RE) representative received a copy of this document and associated continuation pages on the date noted. If contact was made by telephone, the document will be sent via FAX or Email to RE; therefore, the RE signature is not required.

| | | | |
|-------------------------------------------|-----------|---------------------------------------------------------|------|
| Investigator Name (Signed & Printed) | Date | Regulated Entity Representative Name (Signed & Printed) | Date |
| Arturo Leyva Jr./ <i>Arturo Leyva Jr.</i> | 9/22/2023 | | |

If you have questions about any information on this form, please contact your local TCEQ Regional Office.

Please contact the agency's public information officer with any requests, questions, or comments on access to records or information at 512-239-0800.

TCEQ EXT INTERVIEW FORM: Potential Violations and/or Records Request

| | | | | | |
|----------------------------|-----------------------|-----------------------------|--------------------------------------|------------------------------------|---------------------------------|
| Regulated Entity/Site Name | City of Alpine | | TCEQ Add. ID No. RN No (optional) | 0220001 | |
| Investigation Type | CCI | Contact Made In-House (Y/N) | Y | Purpose of Investigation | Compliance: Public Water Supply |
| Regulated Entity Contact | Mr. Andrew Devaney | | Telephone No. | (432) 837-3281 | Date Contacted 9/5/2023 |
| Title | Director of Utilities | | FAX #/Email address | building.official@cityofalpine.com | FAX/Email date 9/22/2023 |

NOTICE: The information provided in this form is intended to provide clarity to issues that have arisen during the investigation process between the TCEQ and the regulated entity named above and does not represent final TCEQ findings related to violations. Any potential or alleged violations discovered after the date on this form will be communicated to the regulated entity representative prior to the issuance of a notice of violation or enforcement. Conclusions drawn from this investigation, including additional violations or potential violations discovered (if any) during the course of this investigation, will be documented in a final investigation report.

| Issue No. | Type ¹ | Rule Citation (if known) | Description of Issue |
|-----------|-------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------|
| 7 | AV | 30 TAC §290.46(m)(6) | Failure to maintain vertical turbine pump at Musquiz Pump Station in good working condition. |
| 8 | AV | 30 TAC §290.46(r) | Failure to provide a minimum pressure of 35 psi throughout the distribution system (20, 25 psi on Lechuguilla). |
| 9 | AV | 30 TAC §290.46(t) | Failure to provide required sign at each of its production, treatment, and storage facilities. |
| 10 | AV | 30 TAC §290.46(v) | Failure to securely install electrical wiring in compliance with local or national electrical code. |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Note 1: Issue Type Can Be One or More of: AV (Alleged Violation), PV (Potential Violation), O (Other), or RR (Records Request)

| | | |
|-------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------|
| Did the TCEQ document the regulated entity named above operating without proper authorization? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Did the investigator advise the regulated entity representative that continued operation is not authorized? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Document Acknowledgment. Signature on this document establishes only that the regulated entity (RE) representative received a copy of this document and associated continuation pages on the date noted. If contact was made by telephone, the document will be sent via FAX or Email to RE; therefore, the RE signature is not required.

| | | | |
|-------------------------------------------|-----------|---------------------------------------------------------|------|
| Investigator Name (Signed & Printed) | Date | Regulated Entity Representative Name (Signed & Printed) | Date |
| Arturo Leyva Jr./ <i>Arturo Leyva Jr.</i> | 9/22/2023 | | |



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023**

To: Honorable Mayor and City Council

Agenda Item: 5 – Approve Funding Request – Children’s Advocacy Center of the Big Bend

Agenda Sponsor: M. Antrim, City Manager

SYNOPSIS

Approve the Fiscal Year 2023-2024 funding request from the Children's Advocacy Center of the Big Bend for allocation of funds (\$5,000) to assist with services in the City of Alpine. (M. Antrim, City Manager)

BACKGROUND

- City Council approved the FY 2023-2024 City of Alpine Budget on September 19, 2023.
- Included in the budget is \$5,000 to be allocated to the Children’s Advocacy Center of the Big Bend.

SUPPORTING MATERIALS

1. Request for funding from the Children's Advocacy Center of the Big Bend.

STAFF RECOMMENDATION

APPROVE



P.O. Box 2016 • Alpine, Texas 79831 • (432) 837-5515 • Fax: (432) 837-5612

1 October 2023

Megan Antrim

Alpine City Manager

100 North 13th Street

Alpine, Texas 79830

The Children's Advocacy Center of the Big Bend is nonprofit 501 (c) 3 organization that provides forensic Interviews to children who are victims of sexual and/or severe physical abuse. We work closely with the Alpine Police Department to ensure the child is not re-traumatized by the investigation.

The Children's Advocacy Center of the Big Bend is requesting \$ 5,000 from the City of Alpine for the fiscal year 2023-24. The money is utilized as cash match to secure grants for our services that we offer free of charge to eligible Alpine residents.

Thank you for your continued support.

Please contact me, should you have any questions.

We appreciate your continued support,

Sincerely,

Shanna Spence Sullivan

Executive Director



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
OCTOBER 17, 2023

To: Honorable Mayor and City Council

Agenda Item: 6 – Approve Waiving Brewster County Fire Call Payments July 2022 – February 2023

Agenda Sponsor: M. Antrim, City Manager

SYNOPSIS

Authorize the City Manager to waive payments totaling \$12,989.58, from Brewster County for fire call payments under the interlocal agreement from July 2022 to February 2023. (M. Antrim, City Manager)

BACKGROUND

- City of Alpine and Brewster County entered an interlocal agreement in February 2018.
- The agreement outlined the responsibilities of each entity regarding the Alpine Volunteer Fire Department.
- As part of the agreement, the City was to invoice Brewster County for calls initiated in the County.
- The invoicing included use of equipment and staffing.
- In February 2023, the County terminated the interlocal agreement.
- The City and County entered into a new agreement regarding the fire department in May 2023.
- The County was invoiced for the remaining months under the original 2018 agreement. (July 2022 – February 2023)
- Miscommunication resulted and the invoices have not been paid.
- The County has asked the remaining invoices to be waived.

SUPPORTING MATERIALS

1. Outstanding Invoices

STAFF RECOMMENDATION

APPROVE



Date:

July 8, 2023

City of Alpine

Bill to: Brewster County
% Brewster County Judge
PO Box 1630
Alpine, Texas 79831

| Date | Description | Rate | Amount |
|------------------------------------------------|-----------------------|-------|--------|
| 2021-2022 4th Quarter Fire Call - Out of Count | | | |
| 7/1/22 | First Responders - 5 | 10.00 | 50.00 |
| Dispatched | | | |
| 16:47-17:22 | BR 1 | 97.71 | 73.28 |
| | BR 2 | 97.71 | 73.28 |
| 7/7/22 | First Respn ders - 3 | 10.00 | 30.00 |
| Dispatched | Equipment | | |
| 01:59-02:50 | C-2 | 19.97 | 14.98 |
| | Attack 1 | 97.71 | 73.28 |
| 7/12/22 | First Respn ders - 7 | 10.00 | 70.00 |
| Dispatched | Equipment | - | - |
| 16:54-17:48 | C-1 & C-2 | 19.97 | 29.96 |
| | BR 1 | 97.71 | 73.28 |
| | Tanker 1 | 28.95 | 21.71 |
| 7/14/22 | First Respn ders - 8 | 10.00 | 80.00 |
| Dispatched | Equipment | - | - |
| 17:08-17:44 | Attack 1 | 97.71 | 14.98 |
| | Tanker 1 | 28.95 | 21.71 |
| | Engine 3 | 75.61 | 56.71 |
| 7/27/22 | First Respn ders - 5 | 10.00 | 50.00 |
| Dispatched | Equipment | - | - |
| 22:40-00:43 | C-1 | 19.97 | 19.97 |
| | Attack 1 | 97.71 | 97.71 |
| | Tanker 1 | 28.95 | 28.95 |
| 8/3/22 | First Responders - 10 | 10.00 | 100.00 |
| Dispatched | Equipment | | |
| 20:05-20:45 | C-1 | 19.97 | 9.99 |
| | BR - 1 | 97.71 | 48.86 |

| Current | 1-30 Days Past Due | 31-60 Days Past Due | 61-90 Days Past Due | Over 90 Days Past Due | Amount Due |
|---------|--------------------|---------------------|---------------------|-----------------------|-------------------|
| | | | | | \$1,038.64 |

Remittance

Date

Amount Due

Amount Enclosed

CONTINUED

Make all checks payable to City of Alpine
Thank you for your Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301



Date:

July 8, 2023

City of Alpine

Bill to: Brewster County
% Brewster County Judge
PO Box 1630
Alpine, Texas 79831

| Date | Description | Rate | Amount |
|------------------------------------------------|-----------------------|---------------------|-----------------------|
| 2021-2022 4th Quarter Fire Call - Out of Count | | | |
| 8/4/22 | First Responders - 6 | 10.00 | 60.00 |
| Dispatched | | | |
| 17:43-22:51 | BR 1 | 97.71 | 488.55 |
| | BR 2 | 97.71 | 488.55 |
| | Tanker 1 | 28.95 | 144.75 |
| 8/10/22 | First Respnders - 9 | 10.00 | 90.00 |
| Dispatched | Equipment | | |
| 14:04-16:01 | C-1 & C-2 | 19.97 | 79.88 |
| | BR 1 & BR 2 | 97.71 | 390.84 |
| | Attack 1 | 97.71 | 195.42 |
| 8/20/22 | First Respnders - 10 | 10.00 | 100.00 |
| Dispatched | Equipment | - | - |
| 9:41-11:35 | C-1 & C-2 | 19.97 | 69.90 |
| | Attack 1 | 97.71 | 170.99 |
| | Rescue 1 | 97.71 | 170.99 |
| 8/20/22 | First Respnders - 7 | 10.00 | 70.00 |
| Dispatched | Equipment | - | - |
| 14:14-14:56 | C-2 | 19.97 | 9.99 |
| | Attack 1 | 97.71 | 48.86 |
| 8/23/22 | First Respnders - 7 | 10.00 | 70.00 |
| Dispatched | Equipment | - | - |
| 13:27-13:388 | C-1 | 19.97 | - |
| | Attack 1 | 97.71 | - |
| 9/1/22 | First Responders - 10 | 10.00 | 100.00 |
| Dispatched | Equipment | | |
| 20:51-21:30 | C-1 | 19.97 | 14.98 |
| | BR - 1 & BR-2 | 97.71 | 73.28 |
| | Attack 1 | 97.71 | 73.28 |
| Current | 1-30 Days Past Due | 31-60 Days Past Due | 61-90 Days Past Due |
| | | | Over 90 Days Past Due |
| | | | Amount Due |
| | | | \$2,910.25 |

Remittance
Date
Amount Due
Amount Enclosed

CONTINUED

Make all checks payable to City of Alpine
Thank you for yoiur Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301

City of Alpine

Date:

July 8, 2023

Bill to: Brewster County
% Brewster County Judge
PO Box 1630
Alpine, Texas 79831

[illegible]

Remittance
Date
Amount Due
Amount Enclosed

Make all checks payable to City of Alpine
Thank you for your Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301



City of Alpine

Date:

July 8, 2023

Bill to: Brewster County
% Brewster County Judge
PO Box 1630
Alpine, Texas 79831

| Date | Description | Rate | Amount |
|------------------------------------------------|-----------------------|---------------------|-----------------------|
| 2022-2023 1st Quarter Fire Call - Out of Count | | | |
| 10/23/22 | First Responders - 4 | 10.00 | 40.00 |
| Dispatched | Equipment | | |
| 20:34-22:04 | C-2 | 19.97 | 29.96 |
| | Attack 1 | 97.71 | 146.57 |
| 10/27/22 | First Respnders - 5 | 10.00 | 50.00 |
| Dispatched | Equipment | | |
| 12:38-14:08 | C-2 | 19.97 | 29.96 |
| | Attack 1 | 97.71 | 146.57 |
| 10/28/22 | First Respnders - 5 | 10.00 | 50.00 |
| Dispatched | Equipment | - | - |
| 12:01-13:16 | C-2 | 19.97 | 24.96 |
| | Attack 1 | 97.71 | 122.14 |
| 11/2/22 | First Respnders - 8 | 10.00 | 80.00 |
| Dispatched | Equipment | - | - |
| 14:14-14:56 | C-1 | 19.97 | |
| | BR - 1 & BR-2 | 97.71 | |
| | Attack 1 | 97.71 | |
| | Tanker 1 | 28.95 | |
| 11/6/22 | First Respnders - 8 | 10.00 | 80.00 |
| Dispatched | Equipment | - | - |
| 20:26-21:13 | C-2 | 19.97 | 14.98 |
| | Attack 1 | 97.71 | 73.28 |
| 11/15/22 | First Responders - 10 | 10.00 | 100.00 |
| Dispatched | Equipment | | |
| 12:49-15:15 | C-1 | 19.97 | 49.93 |
| | BR 1 | 97.71 | 244.28 |
| | BR 2 | 97.71 | 244.28 |
| Current | 1-30 Days Past Due | 31-60 Days Past Due | 61-90 Days Past Due |
| | | | Over 90 Days Past Due |
| | | | Amount Due |
| | | | \$1,526.88 |

Remittance
Date
Amount Due
Amount Enclosed

CONTINUED

Make all checks payable to City of Alpine
Thank you for yoiur Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301



July 8, 2023

[illegible]

Make all checks payable to City of Alpine
Thank you for your Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301



City of Alpine

Date:

August 10, 2023

Bill to: Brewster County
% Brewster County Judge
PO Box 1630
Alpine, Texas 79831

| Date | Description | Rate | Amount |
|------------------------------------------------------|-----------------------|-------|--------|
| January 2023- February 2023 Fire Call - Out of Count | | | |
| 1/6/23 | First Responders - | 10.00 | 70.00 |
| Dispatched | Equipment | | |
| | Attack 1 | 97.71 | 73.28 |
| 1/10/23 | First Respnders - 6 | 10.00 | 60.00 |
| Dispatched | Equipment | | |
| | BR 2 | 97.71 | 97.71 |
| | Attack 1 | 97.71 | 97.71 |
| 1/30/23 | First Respnders - 13 | 10.00 | 130.00 |
| Dispatched | Equipment | - | - |
| | BR 2 | 97.71 | 488.55 |
| | Attack 1 | 97.71 | 488.55 |
| | Tanker 1 | 28.95 | 144.75 |
| | Engine 1 | 75.61 | 378.05 |
| | Engine 3 | 75.61 | 378.05 |
| | Rescue 1 | 97.71 | 488.55 |
| 1/31/23 | First Respnders - 7 | 10.00 | 130.00 |
| Dispatched | Equipment | - | - |
| | BR 2 | 97.71 | 244.28 |
| | Tanker 1 | 28.95 | 72.38 |
| | Engine 1 | 75.61 | 189.03 |
| | Engine 3 | 75.61 | 189.03 |
| 2/4/23 | First Respnders - 14 | 10.00 | 140.00 |
| Dispatched | Equipment | - | - |
| | Attack 1 | 97.71 | 48.86 |
| | Tanker 1 | 28.95 | 14.48 |
| | Engine 1 | 75.61 | 37.81 |
| | Engine 3 | 75.61 | 37.81 |
| | Rescue 1 | 97.71 | 48.86 |
| 2/22/23 | First Respnders - 10 | 10.00 | 100.00 |
| Dispatched | Equipment | - | - |
| | C-1 | 19.97 | 49.93 |
| | BR 2 | 97.71 | 244.28 |
| | Attack 1 | 97.71 | 244.28 |
| | Rescue 1 | 97.71 | 244.28 |
| 2/15/23 | First Responders - 13 | 10.00 | 130.00 |

| Dispatched | Equipment | | | | |
|------------|-----------|--|--|-------|--------|
| | BR 2 | | | 97.71 | 195.42 |
| | Attack 1 | | | 28.95 | 57.90 |
| | Engine 3 | | | 75.61 | 151.22 |

| Current | 1-30 Days Past Due | 31-60 Days Past Due | 61-90 Days Past Due | Over 90 Days Past Due | Amount Due |
|---------|-----------------------|------------------------|------------------------|--------------------------|-------------------|
| | | | | | \$5,464.99 |

Remittance

| | |
|-----------------|------------|
| Date | |
| Amount Due | \$5,464.99 |
| Amount Enclosed | |

Make all checks payable to City of Alpine
Thank you for your Business
100 North 13th Street, Alpine, Texas 79830
432-837-3301

\$12,989.58

CONCLUSION OVERVIEW

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

NOTICE: The City Council reserves the right to reconvene, recess, realign, change the order of business, or adjourn into Executive Session at any time during the course of the meeting prior to adjournment, to discuss any item listed above, as authorized by 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 551.087 (development).

NOTICE: In compliance with the Americans with Disabilities Act, the City of Alpine will provide reasonable accommodations for persons attending meetings. 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.

11. Executive Session – None.

12. Action – Executive Session – None.

13. Adjourn.