

# ***City of Alpine***

## **Regular City Council Meeting Tuesday, April 4, 2017, 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 Tuesday, April 4, 2017 in the Council Chambers, at 803 West Holland, 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. (Section 551.043, Texas Government Code).

### **PUBLIC NOTICE – THE USE OF CELLULAR PHONES AND SOUND ACTIVATED PAGERS ARE PROHIBITED IN THE CITY COUNCIL CHAMBERS DURING MEETINGS OF THE CITY COUNCIL.**

Members of the audience will be provided an opportunity to address the Council during Public Hearings and during Action items. Please speak into the microphone located at the podium and state your name and address. If you have a petition or other information pertaining to your subject, please present it to the City Secretary. 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 from speaking at future meetings.

### **MINUTES**

#### **1. Call to Order, Invocation and pledge of allegiance to the flag –**

Meeting was called to order at 5:30 PM by Mayor Ramos.

Josh Steuve led the invocation.

Mayor Ramos led the pledge of allegiance.

Present: Elected Officials: Dr. Nancy Antrim, Cynthia Salas, Mayor Andy Ramos, Jim "Fitz" Fitzgerald, Lucy Escovedo, and Rick Stephens. Also in attendance was City Manager, Erik Zimmer, and City Secretary, Kalea Cotton.

#### **2. Determination of a quorum and proof of notice of the meeting –**

A quorum was determined with all five council members present.

Notice was posted at 11:00 A.M. on March 31, 2017.

#### **3. Presentations, recognitions and proclamations –**

- Safe Digging Month – Mayor Ramos presented Randy Guzman – Gas & Utility Director and Luis Nunez – DIMP Manager from the City of

Alpine Gas Department the proclamation. Guzman and Nunez accepted the proclamation on the Gas Department's half.

#### **4. Reports -**

**City Mayor's Report – (A. Ramos, Mayor)** – Mayor Ramos discussed volunteering this past week at The Sunshine House, to deliver Meals on Wheels to people in the community. He stated it was enlightening to watch people receiving meals, and that The Sunshine House offers a unique service, by providing one nutritious meal to someone. The Mayor stated he will be volunteering at least once a month and encouraged everyone once a month to go. Mayor Ramos also stated that last week the State of Texas presented a long overdue proclamation to our Vietnam Veterans. Explaining that the Vietnam War was not a choice they were drafted.

#### **City Manager Report – (E. Zimmer, City Manager) –**

##### **Dig Safety**

- Multiple programs annually to promote safe digging in the community
- Paradigm hosting dinner this week
- ETP First responder training tomorrow
- Annual 811-promotion
- Dual reporting structure for reportable incidences
- Yellow Markings – Gas
- Critical part of scoring criteria with annual audits – TML and Texas Railroad Commission
- Upcoming Ordinance Revision on Excess Flow Valve

##### **April Events - Very Busy April – Now is the time to get involved and engaged in community**

- Sunshine House Wild West Night and Chili Cook-off
- April 1-9 : Cabaret
- Multiple Races
- April 8 : Adult Spelling Bee
- April 8 : Texas Trash Off
- Multiple Bands at venues across town

- April 14-16 : Gem and Mineral Show
- April 20-22 : Trappings of Texas
- April 28-29 : Evening of One Act Plays
- All Month : AHS and SRSU Baseball

#### **Volunteer Groups in the Community**

- Along with variety of events, many opportunities to engage as a volunteer in the community
- Many groups and people in need to provide services for
- Non for profits need both donations of dollars and service time
- City Secretary and Staff reviewing annual appreciation luncheon previously hosted by Pilot Club

#### **Staff Training and Development**

- Department Heads working vigorously to get teams trained and up to speed on new initiatives and laws impacting City
- Human Resources
- Finance
- Water-Sewer through TEEKS
- Gas
- Airport
- New Employees and re-positioning of employees driving the need

#### **City Staff Updates – NONE**

#### **5. Public Hearings – NONE**

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

**A. Approve Council Minutes of March 21, 2017, and March 29, 2017  
(E. Zimmer, City Manager)**

A motion was made by Councilman Stephens to accept the minutes of March 21, 2017 and March 29, 2017. The motion was seconded by Councilman Fitzgerald. There was no discussion. The motion passed unanimously with a vote of 5-0.

**7. Information or Discussion items –**

**A. Discussion on City entertaining a contract for services for Fleet Management Services for City of Alpine vehicles utilizing approved dollars in the FY2016-17 budget.**

Erik Zimmer – City Manager Zimmer explained the need for entertaining a contract for fleet management for our City vehicles that have born dates pre-2000. Zimmer explained that the challenge of having vehicles that old leads to constant breaking down. He also stated that the City only staffs one full time mechanic, and would like for Ruben to be able to focus on preventative maintenance. From a cost perspective Zimmer stated that using the existing budget for vehicles and maintenance, Enterprise does fit. Mr. Zimmer said that Megan Antrim is waiting on one more packet from All American, and that after it is received they will be able to stare and compare. Zimmer explained that both vendors have gone through different bid processes, and negotiation pricing from a state sanctioned request for proposal, therefore it would eliminate that process for the City. Zimmer also mentioned that with new vehicles it will contribute to the City of Alpine image, community, and rebuild assets. Also, with the program the City would be able to use tools that will provide data that is only possible through a fleet management company.

Andy Ramos – Mayor Ramos asked if the maintenance could be done at night, to avoid down time during the day.

Erik Zimmer – City Manager Zimmer responded that because of the size of town, the City would use local vendors, which are typically open during the day, and tender invoices through Enterprise.

Jim Fitzgerald – Councilman Fitzgerald stated that if it is in the budget, then it made good sense to pursue.

Andy Ramos – Mayor Ramos agreed with Councilman Fitzgerald that it need to be looked at it, and that it would save the City money in the long run

Erik Zimmer – Mr. Zimmer stated that the City will not roll all vehicles at once, though the majority of the vehicles are eligible.

Rick Stephens – Councilman Stephens stated that the City needs to check the term of lease, miles, profit, and what the terms are for turning the vehicles back in. Stephens concern was that due to our vehicles being in a(n) construction atmosphere, that the City's version of wear and tear may be different to the fleet management company.

Erik Zimmer – Mr. Zimmer stated that the City will participate in residual, that fleet equity would go up, and that the City will roll the equity into next vehicle.

Rick Stephens – Councilman Stephens made a comment that this could possibly affect employee behavior.

Erik Zimmer – Mr. Zimmer responded saying that bringing something new in, might lead to better behavior from the employees that are issued a vehicle, and that the expectation would be for the employee to treat the vehicle like it was their own.

Rick Stephens – Councilman Stephens stated to remember additional costs like truck bed liners. And asked how long the City plans on keeping the vehicles.

Erik Zimmer – City Manager Zimmer stated that the length of time would be five to seven years.

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

**8. Discuss and consider proposed resolution #2017-04-02 to modify Planning & Zoning Ordinance, to accommodate and support limited home business activities (R. Stephens, City Council)**

Rick Stephens – Councilman Stephens explained that the residential districts were established primarily as family residential areas. Due to the current City of Alpine Code of Ordinances, out of home businesses are not able sale items, such as, eggs, pets, and food.

Cynthia Salas – Councilwoman Salas asked if they would be required to have a permit.

Rick Stephens – Councilman Stephens stated that the business owner should have a permit anyway, but that this resolution is not pertaining to that.

A motion was made by Rick Stephens for the City Council to ask the Planning and Zoning Commission to review the following changes to the City of Alpine Code of Ordinances, Appendix C - Zoning, and to return to the City Council a recommendation within 90 days. The motion was seconded by Councilwoman Nancy Antrim. There was no discussion. The motion passed unanimously with a vote of 5-0.

**9. Discuss and consider Planning and Zoning Commission's recommendation to Council concerning Philip O'Shaughnessy's application for a zoning change request from R-1 to R-2 in order to build carports for adjoining homes. Property identification/Street address is 601, 603, 605, 607 and 609 E. Avenue A. Legal Description is Hancock B Addition, Block 76, Lots 1-5, Alpine, Texas. Ryan O'Shaughnessy is Agent. (E. Zimmer – City Manager)**

Erik Zimmer – Mr. Zimmer stated that no comments or complaints had been received at City Hall regarding Mr. O'Shaughnessy's application for a zoning change.

A motion was made by Rick Stephen by Resolution #2017-03-07 to approve the application for a zoning change request from R-1 to R-2 in order to build carports for adjoining homes. Property identification/Street address is 601, 603, 605, 607 and 609 E. Avenue A. Legal Description is Hancock B Addition, Block 76, Lots 1-5, Alpine, Texas. The motion was seconded by Jim Fitzgerald.

Discussion: Councilman Stephens stated that this property was in Ward 5, and that he had driven by and it looked very nice. He also stated that he has only received positive comments regarding this property.

The motion passed unanimously with a vote of 5-0.

**10. Discuss and consider Planning and Zoning Commission's recommendation to Council concerning Juanita Silva's application for a zoning change from R-3 to R-4 to set up manufactured housing. Property identification/street address is 406 S. 10th St. and Legal Description is Original Town, Blk 79, Lot 8. (E. Zimmer – City Manager)**

Erik Zimmer – Mr. Zimmer stated that there had not been any comments or concerns made to City Hall regarding Ms. Silva's application for a zoning change.

A motion was made by Cynthia Salas by Resolution No. 2017-03-10 to approve the application for a zoning change from R-3 to R-4 to set up manufactured housing. Property identification/street address is 406 S. 10th St. and Legal Description is Original Town, Blk. 79, Lot 8. The motion was seconded by Jim Fitzgerald. There was no discussion. The motion passed unanimously with a vote of 5-0.

**Comments –**

Jim Fitzgerald – Kudos to the City Manager again for a clean audit, as well as John Waters. Waters wrote a full page, outstanding article about the audit. He was the only media person here. I think we should put the article on the website to let the public know. Also, thank you to everyone for being here.

Lucy Escovedo – Is the audit on the website?

Erik Zimmer - Yes

Cynthia Salas – Thanks for being here. Volunteer is a big issue in our small town, so please help. The Alpine Public Library's Spelling Bee is this Saturday. The Library is growing, and running out of space. The library needs funding to accommodate all classes. Please attend the spelling bee.

Nancy Antrim – Please attend the Spelling Bee, and thank you to who went to the Sunshine House event. I would also like to congratulate who won first at the baking competition, my daughter, and the City Finance Director. (Applause) Thank you to those that came tonight though this meeting was not inspiring, but more routine. Good to see you.

Lucy Escovedo – Glad everyone is here, it is important & I'm happy.

Rick Stephens – This was a good meeting, and thank you to Mayor Ramos for acknowledging our Veterans. I'm sorry I was not able to attend.

AR – Yes! There was a pin and certificate given. Thanks for coming. The wind is terrible. There was a function at Amtrak this morning. The train was late. (Laughter) I was happy to have been able to meet Amtrak folks. They told me they are hoping to have a daily run through alpine 7 days a week. They said they could leave brochures throughout the stops, so that people know what we have to offer. In 6 weeks they will meet with City businesses.

Jim Fitzgerald – I was glad we had good representation from the City at the Amtrak event.

Andy Ramos – Also, please remember to volunteer at the Sunshine House.

**11. Executive Session – Pursuant to the Texas Government Code Sections, 551.071 (Consultations with Attorney) on matters in which the duty of the attorney to the Governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly requires discussion in closed session; and 551.074 (Personnel Matters).**

- A. Consultation with City Attorney on personnel matters related to responsibilities of elected officials and City Manager (R. Stephens, City Council)**

A motion was made by Rick Stephens to enter in to Executive Session. The motion was seconded by Jim Fitzgerald. There was no discussion. The motion passed unanimously with a vote of 5-0. Executive Session began at 6:28 PM.

**12. Action after Executive Session –**

- A. Take action if any regarding personnel matters related to responsibilities of elected officials and City Manager (R. Stephens, City Council)**

The City Council resumed open session at 6:37 PM.

A motion was made by Rick Stephens that the City Manager is responsible for supplying newly elected officials with the City of Alpine Charter, the City of Alpine Code of Ordinances, and any other informational material that is requested by an elected official. The motion was seconded by Cynthia Salas. There was no discussion. The motion passed unanimously with a vote of 5-0.

**13. Adjournment –**

Mayor Ramos adjourned the meeting at 6:39 PM.

A handwritten signature in black ink, appearing to read 'Andres Ramos', with a long horizontal flourish extending to the right.

Andres "Andy" Ramos