

City of Alpine
Special City Council Meeting
Monday, May 24, 2021

Notice is hereby given that the City Council of the City of Alpine, Texas will hold a **Special Meeting at 5:30 P. M. on Monday, May 24, 2021, at City Council Chambers located at 803 W. Holland Avenue and via Zoom Conference, in the City of Alpine, Texas.** Meeting login details may be found at www.cityofalpine.com 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).

Members of the audience will be provided an opportunity to address the Council on any agenda item after determination of quorum and proof of notice of the meeting. Zoom meeting comment and question rules and procedures are listed on the City Website. Remarks will be limited to a total of 3 minutes per person. Please email your name to Geo Calderon (g.calderon@ci.alpine.tx.us). If you have a petition or other information pertaining to your subject, please email it to the City Secretary beforehand. All names wanting to make public comment for the meeting will be queued up and given to the Mayor at that section of the meeting. The Mayor will call on those individuals one at a time and our meeting moderator will take you off mute to make your comments. This will function the same as our existing sign-up sheet in Council Chambers. ***** Please note, you MUST include your full name (first and last) along with what Ward you reside in or have business interest in. If you do not live or own property in the City please state that in your email.** 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 and Pledge of Allegiance.
2. Determination of a Quorum and Proof of Notice of the Meeting.
3. Public Comments – (limited to 3 minutes per person)
4. Presentation, Recognitions, and Proclamations – None
5. Reports - None

City Mayor's Report – None

City Attorney's Report - None

City Manager Report - None

City Staff Update - None

6. Public Hearings - None
7. Consent Agenda – (Minutes, Financial reports, Department written reports, board appointments, etc.) – None

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.

8. Information or Discussion items – None
9. 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.) After being called upon by the 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.)

1. Discuss, consider, and take appropriate action approving Resolution 2021-05-15 authorizing the City of Alpine to participate in the Texas Department of Transportation's Transportation Alternatives Set-Aside Program. (J. Johnson, City Council)
2. Discuss, consider, and take appropriate action to review and approve items to Auction and/or Donate from the City of Alpine. (J. Stokes, City Council)
3. Discuss, consider, and take appropriate action on the first reading of Ordinance 2021-05-05, an ordinance amending Chapter 23 - City Council, Article II - Rules of Procedure to the Alpine Code of Ordinances. (J. Stokes, City Council)
4. Discuss, consider, and take appropriate action on one animal permit for 4 horses and 10 steers. Horses and steers will be located at 1909 W. Mosley Loop, Alpine, Texas 79830. Applicant is Justin Claiborne. (C. Rodriguez, City Council)
5. Discuss, consider, and take appropriate action on updating check signatories for all City of Alpine checking accounts. (S. Tandy, City Council)

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

11. Executive Session -

1. Discuss, consider, and take appropriate action to appoint an Interim City Manager. (M. Sandate, City Council)
2. Discuss, consider, and take appropriate action to appoint an Interim City Secretary. (M. Sandate, City Council)

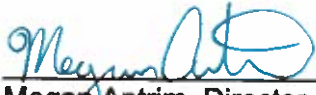
NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development.)

12. Action – Executive Session -

1. Discuss, consider, and take appropriate action to appoint an Interim City Manager. (M. Sandate, City Council)

2. Discuss, consider, and take appropriate action to appoint an Interim City Secretary. (M. Sandate, City Council)

I certify that this notice was posted at 5:00 P.M. on May 19, 2021, Pursuant to the Texas Open Meetings Act (Texas Government Code Section 51.043). This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (432)837-3301 or email city.secretary@ci.alpine.tx.us for further information.



Megan Antrim, Director of Finance
City of Alpine

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THE STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2021-05-15

RESOLUTION AUTHORIZING THE CITY OF ALPINE TO PARTICIPATE IN THE TEXAS DEPARTMENT OF TRANSPORTATION'S TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM.

WHEREAS, the City of Alpine finds it in the best interest of the citizens of Alpine, that the City participate in the Texas Department of Transportation's (TX-DOT) Transportation Alternatives Set-Aside (TASA) program for the upcoming FY 2022-2023 funding cycle;

WHEREAS, the City of Alpine has identified the need for increased walkability and improved connectivity throughout the City; and

WHEREAS, the City of Alpine estimates that the proposed improvements, divided into three separate projects as defined in MAPS 1A, 1B, and 1C (attached), will cost approximately \$2,000,000;

WHEREAS, the City of Alpine promotes maximizing local dollars, utilizing the TASA program's 80/20 match opportunity;

WHEREAS, the City of Alpine agrees to provide the required 20% in matching funds, in an estimated amount of up to \$400,000 from either or both cash and eligible in-kind City resources; and

WHEREAS, the City of Alpine agrees that in the event of loss or misuse of the TX-DOT Transportation Alternatives Set-Aside program funds, the City of Alpine assures that the funds will be returned to TX-DOT in full.

WHEREAS, the City of Alpine agrees to develop, implement, construct, maintain, manage, and finance the proposed improvements, if awarded; and

WHEREAS, 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.

NOW THEREFORE, BE IT RESOLVED that The City of Alpine approves submission of three project grant applications for the Texas Department of Transportation's (TX-DOT) Transportation Alternatives Set-Aside program to provide funds to increase the walkability and connectivity throughout the City of Alpine.

PASSED AND APPROVED THIS THE 24th DAY OF MAY, 2021 BY THE CITY COUNCIL OF THE CITY OF ALPINE.

ATTEST:

Andres “Andy” Ramos, Mayor
City of Alpine

City Secretary
City of Alpine

City of Alpine's Project Submission: *PHASE I.a.*



PHASE I: Completing Safe Routes to Schools Connectivity
a) *Close sidewalk gap from Elementary School, to Montessori School to existing SRTS infrastructure.*

From AES campus:

- 285 LF sidewalk (6' wide + 6" curb) on east side of 6th Street to Montessori campus
- 285 LF of sidewalk from Montessori campus to Del Rio Street.
- 4 blocks (1,175LF) of sidewalk from Del Rio/6th Street, along north side of street to N. 10th St.
- 10th Street /Del Rio meets up with TxDOT's existing SRTS improvements heading west on Del Rio to the Middle School campus.



City of Alpine's Project Submission: PHASE I.b.

PHASE I: Completing Safe Routes to Schools Connectivity

b) Create sidewalk and Shared-Use Pathway along 2nd St./Fighting Buck and Brown Avenue from downtown to High School, linking up with TxDOT's SUP around Kokernot Park.

From Avenue E and 2nd Street:

- Approx. 1,575 LF of sidewalk (6' wide + 6" curb) along 2nd Street, from Avenue E to Brown Ave. on the east side of 2nd St.
- Approx. 780 LF of sidewalk from Brown/2nd to Brown/US-118 along south side of Brown Ave. Pedestrian bridge access over Alpine Creek already built. This segment connects to the Elementary School campus
- Approx. 3,000 LF of Shared-Use Pathway (5' off road, 10" wide SUP, striped) from 2nd/Brown Ave. to Hendryx Ave./Loop Rd. (High School Campus), along the east side Fighting Buck Ave. (2nd St) (widening the gravel path that runs along the golf course and Kokernot Park. This segment connects with TxDOT's SUP along Loop Rd.
- Approx. 1,100 LF of SUP from 2nd/Brown to private property (church), along the north side of the street (golf course)
- Approx 650 LF of sidewalk on Brown Ave. from private property (church) to Loop Rd, along north side of Brown Ave. This segment of the improvements connects the rest to TxDOT's SUP along Loop Rd.
- Brown Avenue and 2nd St./Fighting Buck Ave. BOTH function as arterial-category streets, connecting the university/park/high school/elementary school with other parts of town.
- The INTERSECTION of Brown Ave. & Fighting Buck/2nd St. needs to be addressed for pedestrian/bicycle/vehicle safety.

City of Alpine's Project Submission: PHASE I.C.



PHASE I: Completing Safe Routes to Schools Connectivity
c) Close sidewalk gaps along Gallego St. on the south side of town, connecting parks, crossing major connector routes to the north side of town (and schools).

From Medina Park at 11th St. & Gallegos:

- 4,235 LF along Gallego Dr. from 11th St. to US-118 south needs to be striped and signed for safe usage of the existing sidewalks and road crossings.
- The intersection at US-118 south and Gallego St. needs to be addressed for safe use and crossing by pedestrians and bicycles, etc.
- 2,000 LF x 2 (both sides of street = 4,000 LF of sidewalk (6' + 6" curb) to be installed Gallego from Neville Haynes to Ferguson, connecting the western part of Gallego to the soon-to-be-developed Pueblo Nuevo Park and the neighborhood at the far east limits of the City.

Prepared for: City of Alpine, City Council Meeting

Agenda Item:

Discuss, consider and take action regarding RESOLUTION 2021-05-xx regarding the TX-DOT- Transportation Alternative Set-Aside funding program

Prepared by: Marci Tuck, Grant Writer

Meeting Date: May 18, 2021

PROJECT DESCRIPTION:

- **More sidewalks, shared-use pathways, and cross-walk/intersection markings for additional, and safer walkability and connectivity throughout Alpine.**
- TX-DOT's TASA program is offered every other year, so the next funding cycle will not be until 2023.
- City of Alpine has developed a three-phase plan addressing key connectivity gaps within the City, focusing on safe routes to schools and cross-town accessibility.
- **PHASE I: Completing Safe Routes to Schools Connectivity (THIS APPLICATION CYCLE)**
 - Close sidewalk gap from Elementary School, to Montessori School to existing SRTS infrastructure.
 - Create sidewalk and Shared-Use Pathway along 2nd St./Fighting Buck and Brown Street from downtown to High School, linking up with TxDOT's SUP around Kokernot Park.
 - Close sidewalk gaps along Gallego St. on the south side of town, connecting parks, crossing major connector routes to the north side of town (and schools).
- **PHASE II: Sul Ross Avenue Share-Use Pathway**
 - Create a 1.5-mile SUP along Sul Ross Avenue from the Middle School campus on the west to the Sul Ross State University campus on the east.
 - Explore both on and off-road options, as the street right-of-way allows
- **PHASE III: Connecting North and South sections of Alpine**

- Create safe access across railroad crossing and TX-DOT highway intersection crossings at 11th Street, including sidewalks from Centennial Park/Lujan Ballfield to Sul Ross Avenue SUP.
- Create safe access across railroad crossing at 5th street, including sidewalks from Baines Park to Holland Ave. (US67/90 eastbound).
- Create safe access across railroad crossing and an improved TX-DOT highway intersection crossings at Neville Haynes Street, including sidewalks from Gallego Avenue to Sul Ross State University campus.
- Applying for \$2,000,000 for PHASE 1 improvements from the TX-DOT TASA program would ***provide the City:***
 - ***1.5 miles of new ADA accessible, 6-foot wide sidewalk plus 6-inch curbs, driveway ingress/egress, strategic striping,***
 - ***0.8 miles of new 10' wide shared-use pathway***
 - ***Two new pedestrian-friendly intersection crossings in key locations,***
 - ***1.8 miles of new striping/painting to ensure safety of non-vehicular traffic throughout town***
- The TASA program requires a 20% match of City funds, or approximately \$400,000, which can be both cash and in-kind matches such as City staff time for project preparation work and administrative costs.

STAFF COMMENTS:

1. City of Alpine has not received any TASA-related funding since 2003, when sidewalks from the high school to the middle school were developed as part of the Safe Routes to School program.
2. The City/County of Presidio has received approximately \$8 million in sidewalk/pathway improvements over the past 8 years.
3. TxDOT staff has been very encouraging of our preliminary applications (these same three projects) as well as the overall approach to address city-wide walkability and accessibility needs throughout the City.
4. The 20% match requirement can be:
 - a. Met by using both cash as well as staff time,
 - b. Doled out over the three years allotted to fully implement the project improvements applied for in each funding cycle. [For example, if project start date is 10/1/2021, the City's 20% (\$400,000) will be spent over a three-year period from 10/1/2021-09/30/2024.]

5. The City of Alpine is in good standing with the TX-DOT funding programs from past projects. City Staff has spoken with TX-DOT program staff and the proposed projects (1A, 1B, 1C) described herein are in line with the program's intended purpose.

PUBLIC PARTICIPATION, APPLICATION PROCESS & NEXT STEPS:

- Ongoing- City staff requesting Letters of Support from AISD, Sen. Gutierrez and Rep. Morales
- May 12, 2021- City Parks Advisory Board discussed and made a recommendation regarding Council's support of this item.
- May 18, 2021 - Public Hearing & Resolution presented at regular Council meeting
- June 14, 2021 – Application deadline (online)

STAFF RECOMMENDATION:

City staff recommends that the Council approve this Resolution.

City of Alpine
 PHASE I- TASA Improvements
 Cost Estimates (pending Engineer review)

PROJECT ELEMENT:	PHASE 1A			PHASE 1B			PHASE 1C		
	\$ Per/Unit	QTY	TOTAL \$	QTY	TOTAL \$	QTY	TOTAL \$	QTY	TOTAL \$
Sidewalks: (6' wide, with driveways + ADA sloped connectors)- SF	\$15/sf	10,470	\$ 157,050.00	18,030	\$ 270,450.00	24,000	\$ 360,000.00		
Curb & GUTTER (6" curb cap)- LF	\$25	1,745	\$ 43,625.00	3,005	\$ 75,125.00	4,000	\$ 100,000.00		
Shared Use Pathways (10'-wide concrete)- SF	\$12/sf	0	\$ -	41,000	\$ 451,000.00	0	\$ -		
Pedestrian/Vehicle Intersection safety issues (striping, rumble strips/crosswalks, signage, etc...	\$1,250/ea	0	\$ -	1	\$ 1,250.00	1	\$ 1,250.00		
Striping, signage, crosswalks /1,000LF	\$1,250/1,000LF	1,745	\$ 2,181.25	3,005	\$ 3,756.25	4,235	\$ 5,293.75		
SUBTOTALS =			\$ 202,856.25		\$ 801,581.25		\$ 466,543.75		
10%- Mobilization, demo, debris removal, traffic control, etc	10%		\$ 20,285.63		\$ 80,158.13		\$ 46,654.38		
20% - Design, Administration costs	20%		\$ 40,571.25		\$ 160,316.25		\$ 93,308.75		
TOTAL PROJECT ESTIMATE=			\$ 263,713.13		\$ 1,042,055.63		\$ 606,506.88		

Alpine- Citywide Connectivity Plan



Legend:	
	Alpine City Limits
	Major Roads
	Rail Lines
	Developed (& TBD) City parks
	School Campuses
	Downtown Alpine
	Hancock Hill Trailhead (on SRSU property)
SHARED-USE/SIDEWALK CONNECTIVITY PLAN: (TxDoT/SRTS)	
	EXISTING Tx-DOT improvements
	PHASE I: School Routes + Gallego St
	PHASE II: Sul Ross Ave. Shared-Use Path
	PHASE III: Connecting North & South
	Street Intersections to be Improved
	Railroad Crossings to be addressed
TRAILS MASTER PLAN:	
	PHASE I: Kokernot Trail
	PHASE II: Alpine Creek Trail
	PHASE III: Kokernot SPRINGS Restoration Area
	PHASE IV: "A" Mountain Trail

2. Discuss, consider, and take appropriate action to review and approve items to Auction and/or Donate from the City of Alpine. (J. Stokes, City Council)

YEAR	MAKE	MODEL	VIN	DEPT	ASSET #	DISPOSAL REQUEST	NOTES
2009	DODGE	CHARGER		2793 APD		AUCTION	COUNCIL APPROVED 10/2019
2000	CHEVROLET	SILVERADO		3055 GAS	642	AUCTION	COUNCIL APPROVED 10/2019
1991	CHEVROLET	C3500		5105 STREETS	43	AUCTION	COUNCIL APPROVED 10/2019
1992	FORD	F-350		7242 STREETS	46	AUCTION	COUNCIL APPROVED 10/2019
2001	FORD	F-350 SUPER		2076		AUCTION	COUNCIL APPROVED 10/2019
2008	FORD	F-250 SUPER		4838 STREETS	88	AUCTION	COUNCIL APPROVED 10/2019
2008	FORD	F-250 SUPER		6227 PARKS	89	AUCTION	COUNCIL APPROVED 10/2019
1997	CHEVROLET	K2500		8476		AUCTION	COUNCIL APPROVED 10/2019
1987	CHEVROLET	SILVERADO		0619		AUCTION	COUNCIL APPROVED 10/2019

1975	FORD	TRACTOR		G3720		AUCTION	
2000	FORD	F-350 SUPER		2076 STREETS		AUCTION	
1999	CHEVROLET	2500		7588 STREETS	72	AUCTION	
1993	FORD	DUALLY		6503 STREETS	48	AUCTION	
2004	FORD	EXPLORER		4614 STREETS		AUCTION	
2001	FORD	EXCURSION		4975 APD		AUCTION	
2011	CHEVROLET	CAPRICE		1198 APD	1212	AUCTION	
2010	DODGE	CHARGER		7808 APD	1208	AUCTION	
1998	GMC	3500		9064 APD		AUCTION	
1984/86	CHEVROLET	SUBURBAN	UNKNOWN	FIRE		DONATE TO BILL APPEGATE	At wastewater treatment plant

Vehicles will be auctioned individually

QUANTITY	DESCRIPTION	DEPT	ASSET #	DISPOSAL REQUEST	NOTES
	1 DYNAPAC TAMPER	GAS		AUCTION	
	1 XEROX WORKCENTRE 5030	GAS		AUCTION	
24 PANELS	CHAIN LINK FENCE	ACO		DONATION	REQUEST TO DONATE TO ALPINE HUMANE SOCIETY
	10 PROTECTIVE BODY VESTS	APD		DISTRUCTION	
	10 AED'S	APD	1141-1151	AUCTION	
	4 PRINTERS - HP/XEROX VARIOUS MODELS	APD		AUCTION	
	5 DELL/HP KEYBOARDS VARIOUS MODELS	APD		AUCTION	
	5 COMPAQ/ACER/IBM/LCD MONITORS	APD		AUCTION	
	OFFICE FURNITURE - VHS CABINET/ OFFICE				
	DIVIDERS/ FLOOR MAT/ FILE CABINETS /				
	WOOD CLERICAL DESK / METAL FRAMED				
1 COLLECTION	CHAIR/ FLOOR HEATER	APD		AUCTION	
	1 SMITH CORONA TYPEWRITER	APD		AUCTION	
	1 BIONIC EAR	APD		AUCTION	
	1 OEM TOOL - MINI JUMP BOX	APD		AUCTION	
	1 X3 WOBBLE LIGHT	APD		AUCTION	
	1 CODE 3 LED DIRECTION LIGHT BAR	APD		AUCTION	
	WHELEN 8 LIGHT DOMINATOR SERIES LIGHT				
	1 BAR	APD		AUCTION	
	1 WHELEN INNER EDGE TA 8 LIGHT BAR	APD		AUCTION	
	1 WHELEN LFL LIBERTY SERIES LIGHT BAR	APD		AUCTION	
	1 CODE 3 LIGHT BAR	APD		AUCTION	
	1 FENIEX FLAT LIGHT BAR	APD		AUCTION	
	1 GO RINO - 2011 DODGE CHARGER PUSH BAR	APD		AUCTION	
	VECTOR EMERGENCY LIGHT COVERS FOR				
	1 LIGHT BAR	APD		AUCTION	
	2011 CHEVY CAPRICE VEHICLE ACESSORIES -				
	GAGE DIVIDER/ PUSH BAR/ PLASTIC				
	1 PRISONER SEAT	APD		AUCTION	
	TREMCO POLICE ANTI-THEFT SYSTEM - FORD				
	EXCURSION, F-250, F-350, EXPEDITION, F-				
	1 150	APD		AUCTION	
	3 GETAC VEHICLE COMPUTER MOUNTS	APD		AUCTION	
	CAMERAS/RECORDERS WITH ACCESSORIES-				
	5 POLAROID, SONY, PANASONIC/	APD		AUCTION	
	3 SUPER CIRCUITS CCD VIDEO CAMERA	APD		AUCTION	
	1 ABL CCD B/W SERCURITY CAMERA	APD		AUCTION	
	LOREX INTERNET AND MOBIL DIGITAL				
	1 SURVELLANCE SYSTEM AND ACCESSORIES	APD		AUCTION	
	1 GE DVD PLAYER	APD		AUCTION	
	1 ROAD RUNNER RADAR GUN	APD		AUCTION	
	PHONES/HEADSETS - AVAYA, CISCO,				
3 BOXES	PLANTRONICS	APD		AUCTION	
	2 MOTOROLA PAGERS WITH CHARGERS	APD		AUCTION	
	L3 COMMUNICATION/WM-PRO WIRELESS				
	2 TRANSMITTERS	APD		AUCTION	
	MOTOROLA REPEATER INTERFACE WITH				
	1 RADIUS RADIOS	APD		AUCTION	
	3 MOTOROLA CMD 1250 RADIO	APD		AUCTION	
	11 MOTOROLA RADIUS RADIO	APD		AUCTION	
	6 MOTOROLA HT1250 RADIO	APD		AUCTION	
	1 MOTOROLA PR400	APD		AUCTION	
	2 MOTOROLA H46KDD9PM58N	APD		AUCTION	
	1 MOTOROLA CT250	APD		AUCTION	
	1 PRODUCER'S RED HEAT LIGHT BULB	APD		AUCTION	
	X2 FILE BOX WITH X10 DOOR/WINDOW				
	1 SENSORS & DIAL UP PHONE ALARM BOX	APD		AUCTION	
	BOX OF X10 MOD, DOOR/WINDOW				
	SENSORS, VCR COMMANDER, VIDEO				
	RECIEVER, OUTDOOR MOTION SENSORS,				
	LAMP MODULES, HORN, ACTIVE EYE, VOICE				
	1 DIALER SECURITY CONSOLE - POWER HOUSE	APD		AUCTION	
	1 LONG VIEW MIRROR STICK	APD		AUCTION	
	OPTIMUS MICROPHONE & K&M DESKTOP				
	1 MICROPHONE HOLDER	APD		AUCTION	
	1 RADIOSHACK REGULATED POWER SUPPLY	APD		AUCTION	
	FILE BOXES WITH MISC WIRES/COMPUTER				
	2 PARTS/LABEL MAKER/DISKS	APD		AUCTION	
	HENGE COVER HINGE AND DOME GUIDE IN				
	1 BAG	APD		AUCTION	
	1 BARE METAL BOX COVER	APD		AUCTION	
	WEIGHT LIFTING FRAMS AND VARIOUS				
	1 WEIGHTS	APD		AUCTION	

Items will be auctioned off in lots

3. Discuss, consider, and take appropriate action on the first reading of Ordinance 2021-05-05, an ordinance amending Chapter 23 - City Council, Article II - Rules of Procedure to the Alpine Code of Ordinances. (J. Stokes, City Council)

**STATE OF TEXAS
CITY OF ALPINE**

COUNTY OF BREWSTER

ORDINANCE 2021-05-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AMENDING CHAPTER 23 – CITY COUNCIL, ARTICLE II – RULES OF PROCEDURE TO THE ALPINE CODE OF ORDINANCES; PROVIDING REPEALING AND SEVERABILITY CLAUSES; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Alpine has cause in its legislative pursuit to amend the rules and procedures that govern open meetings of the City Council; and

WHEREAS, the current ordinance for governing rules and procedure requires an update to better align with values of the City; and

WHEREAS, it is deemed by the City Council of the City of Alpine to be in the public interest to update and enhance regulations regarding City Council meeting Rules & Procedures.

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

**SECTION I
FINDINGS OF FACT**

All of the premises attached in the form here to described as Exhibit “A” are hereby found to be true and correct legislative and factual findings of the City Council of the City of Alpine and are hereby approved and incorporated herein as findings of fact.

**SECTION II
CUMULATIVE CLAUSE**

This ordinance shall be cumulative of all provisions of the City of Alpine, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

**SECTION III
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council of the City of Alpine that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

**SECTION IV
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION V
EFFECTIVE DATE**

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND ADOPTED THIS 1ST DAY OF JUNE 2021 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

INTRODUCTION AND FIRST READING

MAY 24, 2021

SECOND AND FINAL READING

JUNE 1, 2021

ATTEST:

Andres "Andy" Ramos, Mayor
City of Alpine

City Secretary
City of Alpine

APPROVED AS TO FORM:

City Attorney
City of Alpine

EXHIBIT "A"

Secs. 23-1—23-20. - Reserved.

ARTICLE II. - RULES OF PROCEDURE^u

Footnotes:

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Editor's note— Ord. No. 2015-7-01, adopted Sept. 1, 2015, amended former Art. II, §§ 23-21, 23-22, in its entirety to read as herein set out. Former Art. II pertained to similar subject matter and derived from Ord. No. 2003-7-11, 9-15-03; Ord. No. 2004-9-4, 9-20-04; Ord. No. 2005-9-25, 11-1-05; Ord. No. 2006-6-7, 7-18-06; Ord. No. 2006-6-8, 7-18-06; Ord. No. 2007-06-01, Exh. A, 7-3-07; Ord. No. 2008-07-01, Exh. A, 7-15-08; Ord. No. 2009-11-03, Exh. A, 12-8-09; Ord. No. 2012-01-01, Exh. A, 2-14-12; Ord. No. 2014-8-01, 9-2-14.

Sec. 23-21. - Meetings.

- (a) All regular city council ("council") meetings ("meeting(s)") shall normally be held at ~~2:00~~ **5:30** p.m. at Council Chambers, 803 W. Holland, Alpine, Texas on the first and third Tuesdays of every month, except December when only a first Tuesday meeting shall be held. Special council meetings may be held when necessary for the transaction of the business of the city, shall normally be held at ~~2:00~~ **5:30** p.m. at Council Chambers as above, and may only be called by written request from the mayor or three councilmembers, using the form adopted by resolution, if possible; this request may be circulated by any councilmember. Posting proper notice may change the location or time, or part or all of any meeting. All unfinished meetings shall recess no later than completion of the agenda item pending at 9:00 p.m., unless by motion and majority vote the council decides to continue the meeting; meetings shall be recessed under the following conditions:
- (1) If any of the five councilmembers present cannot attend the next day to reconvene, the meeting must adjourn, unless all the councilmembers who cannot attend the next day give permission to recess.
 - (2) If recessed, the meeting shall be reconvened in the same place, at the same time, and on the next day, unless by motion and majority vote the council decides to set a different time and/or place.
- (b) The mayor shall, with three councilmembers, constitute a quorum; if the mayor is absent, four councilmembers shall constitute a quorum. All rulings from the mayor or mayor pro tem on procedural or substantive matters shall be subject to appeal and reversal by motion and majority vote of council at any time. The mayor or the mayor pro tem may vote only in the case of a tie, on any meeting agenda ("agenda") item ("item(s)").
- (c) In order to ensure clarity about the position of each councilmember during a vote, the mayor or mayor pro tem shall ask for a positive statement for those in favor of a motion by stating "aye" or raising of their hand, those not in favor of a motion by stating "nay" or raising of their hand, and those who abstain from voting by stating "abstain" or raising of their hand.
- (d) The mayor or mayor pro tem shall preside with fairness and impart maintaining absolute neutrality by posture, demeanor, action and language during all meetings. The mayor shall not:
- (1) Restrict orderly speech, in any way, of any councilmember's or city manager's presentation of any item.
 - (2) Restrict orderly speech, in any way, of any councilmember's or city manager's discussion of any item.
 - (3) At the written request of any councilmember or the mayor, the department heads of finance, public works, ~~gas~~ and utilities, along with the police chief, shall attend meetings until dismissed by a majority vote of the council under Item B or any subsequent item in the order of business, or until the meeting is adjourned. The specific topic the department head needs to address should be included in the written request. Citizens or anyone attending a meeting shall be given an opportunity to ask questions on the specific topic before city staff are dismissed.
- (e) The mayor, any councilmember, or the city manager ("manager") may place items on any meeting agenda ("agenda"), ~~using the form adopted by resolution if possible~~ **by submitting their request in writing to the city**

manager or city secretary. All resolutions or ordinances require sponsorship by a councilmember or the city manager. The manager is responsible for the preparation of the agenda, but may not alter submitted items without permission of the submitter. The submission deadline for all meetings is 5:00 p.m. The last submission day is Wednesday before regular meetings, or the sixth day before special meetings.

- (1) Items shall indicate the requestor's name and sufficient explanation so that any citizen can understand the substance of the item.
 - (2) Presentations to be made during: presentations, public hearings, information and discussion/action items must meet the submission deadline listed above. The only exceptions to this are the: city mayor, city attorney, city manager and city staff reports.
 - (3) Any item requiring financial expenditure by the city must identify the line item of the budget the expenditure will come from or the financing strategy to be utilized by the city or the future budget requirements. The city manager will be available (and make staff available) to help ~~pull~~ assemble the back-up information together at the elected official's request.
 - (4) Information packets with back-up materials will be delivered to the mayor and city council members by 5:00 p.m. on the Friday prior to the council meeting.
 - (5) A redacted version of the packets, redacting all personnel or legal materials, will be available on the city website at least 24 hours prior to the scheduled meeting.
- (f) Meetings are held pursuant to the provision of the Texas Open Meetings Act (V.T.C.A., Government Code ch. 551). Citizens desiring to address the city council, or express their opinion about a particular meeting agenda action item are limited to three minutes.
- (g) Before a vote is taken on any item, the city secretary or designee shall read the written motion, and then shall ask whoever made the motion if the motion is correctly stated.
- (h) Robert's Rules of Order may be generally followed for procedural matters. The council may adopt or revoke any specific rules of procedure at any time by resolution. Presiding officer of meeting must adhere to meeting rules/procedures. Councilmembers are allowed to call a point of order to facilitate the running of the meeting.
- (i) Citizen comments after the meeting can be directed to their individual councilmember or the city manager.
- (j) Written minutes, audio recordings, and video recordings shall be made of all meetings. The official minutes should reflect what was done, not everything that was said; and as a minimum shall include:
- (1) The text of all main motions, as amended;
 - (2) The text of all "points of order" and "appeals", along with the reason given by the mayor or mayor pro tem for the ruling of them;
 - (3) The results of the vote, both as whether the motion was "adopted" or "lost" and as the way each councilmember voted.
- (k) The council and the city attorney shall determine who may or may not attend executive sessions.
- (l) In all matters before the council, including a vote to hire or to terminate a city manager, the mayor may only vote in the event of a tie owing to one or more absences and/or vacancies and/or abstentions.
- (1) The term "full city council" means the five city council members who may vote.
 - (2) Any matter requiring "a majority vote of the full city council" means such matter requires a vote of three members of the council in favor of said matter.
 - (3) No supermajority, of four votes out of five on the city council permitted to vote, in favor of hiring or terminating a city manager, is allowed by the Charter or is required.
- (Ord. No. 2015-7-01, 9-1-15; Ord. No. 2019-08-01, §§ 1—4, 9-17-19; Ord. No. 2019-12-03, 1-7-20)

Sec. 23-22. - Order of business.

The order of business for city council meetings ("meetings") is listed below, and all items shall be listed on all regular or special meeting agendas, even if not needed for a given meeting.

CITY OF ALPINE
REGULAR CITY COUNCIL MEETING
ANY DATE, ~~5:30~~ 2:00 P.M.

Notice is hereby given that the City Council of the City of Alpine, Texas will hold a meeting at ~~5:30~~ 2:00 P.M. on any date in the City Council Chambers at 803 West Holland and via Zoom Conference, in the City of Alpine, Texas. Meeting login details may be found at www.cityofalpine.com for the purpose of considering the attached agenda. This notice is posted pursuant to the Texas Open Meetings Act (~~V.T.C.A., the Government Code~~ § 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 on any agenda item after determination of quorum and proof of notice of the meeting. Zoom meeting guidelines and procedures may be found on the city website. Remarks will be limited to a total of 3 minutes per person. Please speak into the microphone located at the podium and state your name and address for in person attendance. When addressing the Council, please introduce yourself by first and last name and state aloud the Ward that you reside in or have business interest in. For public comments made by virtual attendance, please email your name and the Ward that you reside in or have business interest in to the meeting moderator at email@ci.alpine.tx.us. If you do not live or own property in the City please state that in your email. If you have a petition or other information pertaining to your subject, please ~~present~~ email it to the City Secretary beforehand at city.secretary@ci.alpine.tx.us. 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 or meeting disruptions. 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.~~

AGENDA

1. Call to Order, ~~Invocation~~ and Pledge of Allegiance ~~to the Flag.~~
2. Determination of quorum and proof of notice of the meeting.
3. Public Comments (Limited to 3 Minutes ~~for each individual~~ per person).
4. Presentations, Recognitions and Proclamations.
5. Reports:
 - City Mayor~~s~~ report.
 - City Attorney Report
 - City Manager report.
 - City Staff Updates.
6. Public hearings.
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 councilmember, 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.

8. Information ~~of~~ or discussion items.
9. 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). After being called upon by the 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.
10. Council members, comments and answers.
11. Executive session.
12. Action—Executive session.
13. Adjournment.

(Ord. No. 2015-7-01, 9-1-15; Ord. No. 2019-12-03, 1-7-20)

4. Discuss, consider, and take appropriate action on one animal permit for 4 horses and 10 steers. Horses and steers will be located at 1909 W. Mosley Loop, Alpine, Texas 79830. Applicant is Justin Claiborne. (C. Rodriguez, City Council)

CITY OF ALPINE, TEXAS
ANIMAL PERMIT

DATE 5/17/71 NUMBER _____

NAME Justin Claiborne

ADDRESS 2600 E 90 Alpine Tx 79830

TELEPHONE NUMBER 325-423-0425

TYPE OF ANIMAL 4 horses / 10 Steers

NAME OF ANIMAL N/A

LOCATION OF ANIMAL 1909 ^W Mosley ^{Loop} ~~Ln~~ Alpine, Tx 79830

HORSE OR GOAT PERMIT
AREA OF PEN 308, 404.8 sq ft.

BIRD PERMIT

NUMBER _____

KIND _____

TYPE OF ENCLOSURE _____

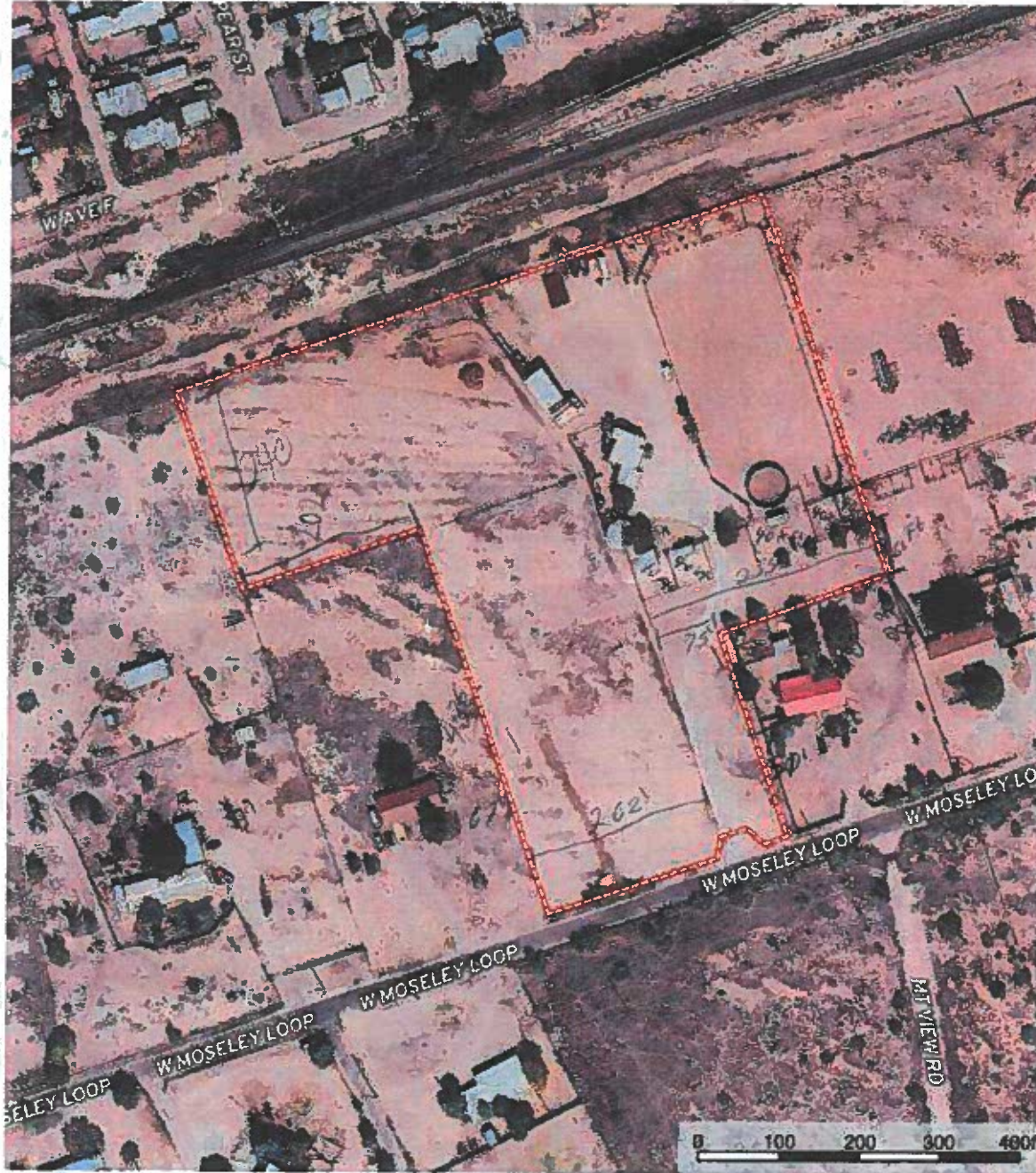
Received from _____ \$ _____

Owner

City Official

6-750-10-0000

exas, AC +/-



Boundary

308,404.8 sq ft.

John Turner

The information is for informational purposes only and should not be used for any other purpose. It is not intended to be a substitute for professional advice.

MA

659'

240'

308,404.8 sq. ft.
Entire Property

Hay
Barn

Shop

Roping
arena

Both stalls 1,600 sq ft

40x40 40x40
stalls

68x40 35x40 35x40
2,720 sq ft 1,400 sq ft 1,000 sq ft
stalls

61'

200' w. msley Loop

67'

436'

202'

75'

31'

1907 w.
msley Loop

85'

83'

1902 w.
msley Loop

457'











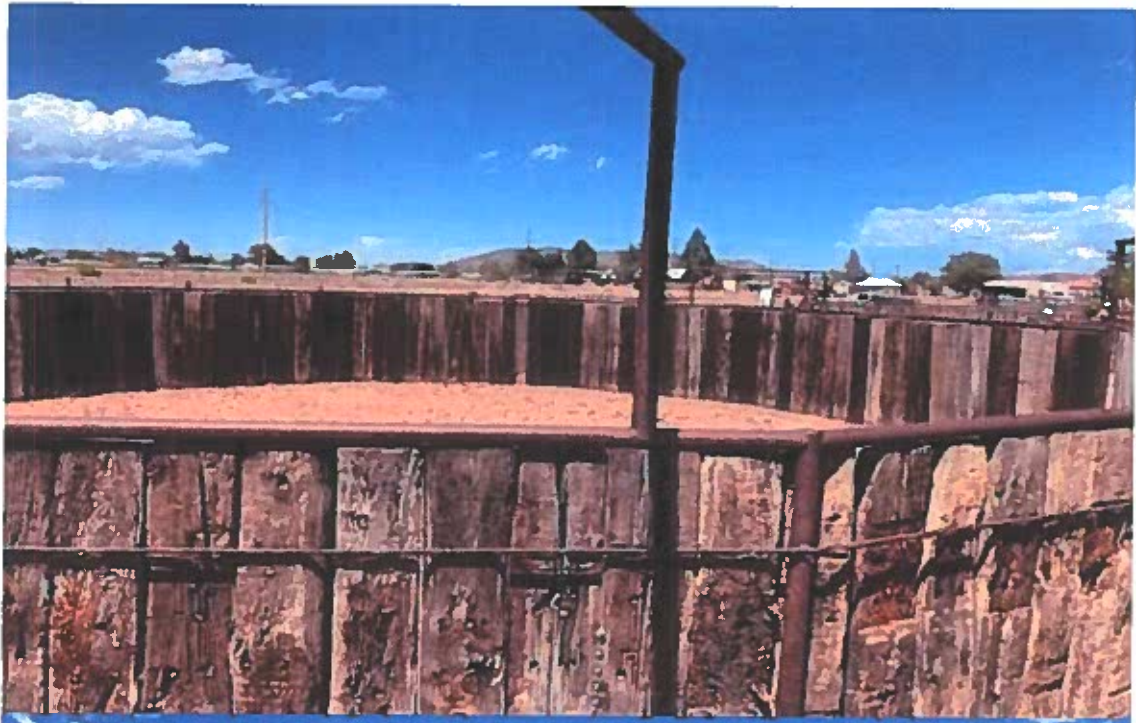












5. Discuss, consider, and take appropriate action on updating check signatories for all City of Alpine checking accounts. (S. Tandy, City Council)

RESOLUTION NO. 2021-05-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, TO REQUIRE TWO SIGNATURES ON ALL CITY CHECKS AND AUTHORIZING CERTAIN EMPLOYEES TO BE DESIGNATED AS THE PRIMARY TWO SIGNATORIES, WITH TWO OTHER EMPLOYEES TO SERVE AS ALTERNATES, IN CASE THE PRIMARIES ARE NOT AVAILABLE TO SIGN CHECKS.

WHEREAS, two signatures are required on all City of Alpine Checks; and

WHEREAS, due to the removal of prior City Administration, Darrell Losoya & Geoffrey Calderon are selected by the City Council to serve the City as the two primary signatories for all city checks; and

WHEREAS, Jennifer Stewart and Randy Guzman will serve as the two alternate signatories, in the event the primary signers are not available to sign checks.

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

The City Council of the City of Alpine requires two signatures on all City Checks and authorizes Darrell Losoya and Geoffrey Calderon to sign all City Checks as the primary signatories and further authorizes the Jennifer Stewart and Randy Guzman to sign all City Checks as the alternate signatories in the event that the primary signatories are not available to sign checks. No other signatures will be authorized on any City checks. This Resolution supersedes all previous Resolutions concerning the signing of City Checks. This Resolution is effective immediately.

Darrell Losoya

Geoffrey Calderon

Jennifer Stewart

Randy Guzman

PASSED AND APPROVED this 24th day of May, 2021.

APPROVED:

ATTEST:

Andres "Andy" Ramos, Mayor

Interim City Secretary

11. Executive Session -

1. Discuss, consider, and take appropriate action to appoint an Interim City Manager. (M. Sandate, City Council)
2. Discuss, consider, and take appropriate action to appoint an Interim City Secretary. (M. Sandate, City Council)

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development.)

12. Action – Executive Session -

1. Discuss, consider, and take appropriate action to appoint an Interim City Manager. (M. Sandate, City Council)
2. Discuss, consider, and take appropriate action to appoint an Interim City Secretary. (M. Sandate, City Council)