

# ***City of Alpine***

## ***Regular City Council Meeting***

**Tuesday, March 17, 2020**

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, March 17, 2020 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 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. Remarks will be limited to a total of 3 minutes per person. Please write your name on the list so we may call you in order. 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.

### Agenda

1. Call to Order, Invocation, and Pledge of Allegiance.
2. Determination of a Quorum and Proof of Notice of City Council Meeting.
3. Public Comments – (limited to 3 minutes per person)
4. Presentation, Recognitions and Proclamations – (A. Ramos, ,Mayor) – None
5. Reports -

City Mayor's Report – (A. Ramos, Mayor) – None

City Attorney's Report –

- Update on waterline issues
- Update on municipal court
- Update on TPIA responses

- Update on proposed Animal Control Ordinances

#### City Manager Report

- COVID 19
- Review TxDot Freight Study Meetings, on March 6, 7, 2020

#### City Staff Updates –

- Readout report by Director of Utilities Scott Perry
- Readout report by Director of Public Works Eddie Molinar
- Readout report by Chief of Police Robert Martin

#### 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 minutes from City Council meeting on February 28, 2020. (E. Zimmer, City Manager)

#### 8. Information or Discussion items –

1. Discuss Lighting Ordinance for a Dark Skies Community by Bill Wren and Jim Newsom. (E. Zimmer, City Manager)

#### 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 on rescinding Resolution 2019-08-22, effective August 20, 2019. This resolution related to City of Alpine personnel policy. (E. Zimmer, City Manager)
2. Discuss, consider, and take appropriate action on the first reading on Ordinance 2020-03-01, amending the Code of Ordinance, Chapter 26, Article

II – Civic Center; providing repealing and severability clauses; providing a Texas Open Meetings Act Clause; and providing an effective date. (E. Zimmer, City Manager)

3. Discuss, consider, and take appropriate action on approving the softball tournament entry fees of \$150.00 and for adult slow-pitch \$300.00. (E. Zimmer, City Manager)
4. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-05, an Ordinance of the City Council of the City of Alpine, Texas, amending the amended FY 2019-2020 budget for the City of Alpine. (E. Zimmer, City Manager)
5. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-03, establishing limit parking to 30 minutes between the hours of 8:00am and 5:00pm on weekdays in the 100 block of West Avenue E, located between 5<sup>th</sup> street and 6<sup>th</sup> street on both the North and South sides of the roadway. (R. Stephens, City Council)
6. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-04, an Ordinance for the placement of a No Parking signs inside the Old Town Square parking lot that is currently designated No Parking. (R. Stephens, City Council)

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

11. Executive Session - Pursuant to Texas Government Code 551.071 (consultation with an attorney), and 551.074 – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. - None

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with an attorney), 551.074 (personnel matters).

12. Action – Executive Session – None

I certify that this notice was posted at 10:00 A. M. on March 13, 2020, 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](mailto:city.secretary@ci.alpine.tx.us) for further information.



Cynthia Salas, City Secretary  
City of Alpine

5. Reports -

City Mayor's Report – (A. Ramos, Mayor) – None

City Attorney's Report –

- Update on waterline issues
- Update on municipal court
- Update on TPIA responses
- Update on proposed Animal Control Ordinances

### City Manager Report

- COVID 19
- Review TxDot Freight Study Meetings, on March 6, 7, 2020

City Staff Updates –

- Readout report by Director of Utilities Scott Perry
- Readout report by Director of Public Works Eddie Molinar
- Readout report by Chief of Police Robert Martin

- Readout report by Director of Utilities Scott Perry



## DEPARTMENT OF PUBLIC UTILITIES

### OPERATIONS REPORT AND COUNCIL UPDATE

REPORT PERIOD 2-17/3-13 2020

#### --- Current Events ---

**General Operations / Engineering** – In early March 2020, city staff met with Kirt Harle and Charles Keith from Jacob & Martin Engineering to discuss details regarding a contract for General Engineering Services for the Utilities Department and the City of Alpine. Some of the services that are being provided include preparation of renewal application for the WWTP, Evaluate current SCADA system to plan for upgrade and replacement, feasibility study at the WWTP to identify & prioritize repairs needed propose a plan of action, stormwater permitting procedures and technical assistance with the process controls at the WWTP.

**Fire Line Tap @ Old Gringo** – City crews worked diligently to install a 6 inch tap for a fire line to serve the Old Gringo Bar & Grill. The project was scheduled to be completed on Feb.28<sup>th</sup>, but the contractors working on behalf of the business owners were not completed with their portion of the project until March 9<sup>th</sup>. There was also some damage noted to our water main and tap saddle that was caused by the contractors as well, but communication on this matter has been inconclusive. The project is completed and concrete for the sidewalk has been scheduled for replacement.

**Proposed Sewer Service / Feasibility Study ( East City Limit & Hwy Corridor )** – Due to a series of events and public inquiries regarding sewer service on the East side of Alpine, I am coordinating with J&M Engineering to conduct a feasibility study and determine exactly what the needs of the city & community are, and how best to address them. The primary catalyst for this endeavor began when a group of residents in the far east/south east side of town were told there would be sewer service provided once they were annexed into the city limits approx. 10 years ago.



--- Wastewater Treatment Plant ---

The Automated Bar Screen to be located at the headworks of the WWTP is to be delivered on March 17<sup>th</sup> or 18<sup>th</sup> of this month. This unit was purchased to aid in the removal of inorganic solids from the influent flow and reduce bulking/loading in the plant and ensuring the healthy environment is provided so that the plant may operate as designed. The original "bar screens" are beyond antiquated, and are not adequate to remove the solids required at the head of the plant, causing a series of serious issues for the plant resulting in short-circuiting and operating violations.



BAR SCREEN CURRENTLY IN USE AT THE WASTEWATER TREATMENT PLANT



--- Staffing ---

The City of Alpine is please to welcome two new employees to the team this month. Richard Wiley started with the city at the beginning of March, and Shane Evans will begin employment on March 16<sup>th</sup>, 2020. Mr. Wiley comes to us from Texas Disposal Systems and previously worked at the WWTP, where he will again be stationed. Mr. Evans comes to us from Clear County, Colorado, where he served as Engineering Tech for Clear County, CO. Both individuals bring many years of experience in public service and I believe they will fill the vacancies quite nicely. There are currently NO vacancies in the Utility Dept.

--- Groundwater / Well Fields ---

During the last 30 days, the city has had pump or motor failures at three (3) wells that will require motor & pump replacement. As these issues were being addressed, we discovered that several joints of the "drop pipe" that holds the pump/motor were deteriorated beyond the point of diminishing returns and are being replaced The effected wells are as follows:

Roberts Well # 1, Roberts Well # 3 and Roberts Well #5.

In addition to these matters, we are currently exploring the possibility of refurbishing & placing Musquiz Well # 9 back in service. This well produces more than 120 gallons per minute and is a better option than repairing a couple of wells we have that only produce roughly 40-45 gallons per minute each. I will keep the council informed of changed as they occur.



Roberts Well # 3 being pulled & repaired 3/11/20



DETERIORATED WELL DROP-PIPE THAT SUPPORTS THE PUMP & MOTOR





--- Airport Briefing ---

In recent weeks, I have been in correspondence with Micheal Van Vliet w/ TxDot Aviation regarding the possibility of adding the AWOS and NAVAID concerns to the current scope of work that the grant that is currently underway covers. This is a critical matter that is being pushed to address in a timely manner before component failure occurs due to its age and inability to procure parts for repairs.

In other matter, there are some deferred maintenance and housekeeping issues that are currently being addressed such as a leaking swivel on the Jet A fuel pump, diagnostics of fuel pumps to check for any issues currently unknown, removal of junk, debris and improperly stored objects, among others.

- Readout report by Director of Public Works Eddie Molinar

## **Streets and Parks Quarterly Report**

### **Seal Coating Project**

Our goal is to pave 15 blocks every month weather permitting or equipment breakage. As soon as these first 17 blocks are completed, I will notify Council. I will also provide council members with a list of the following 15 blocks that we plan on seal coating. This will allow council to keep track of the advancement we have made in our seal coating project. These are the first 17 blocks of our 100-block list:

1. West Sul Ross between North Cockrell and North Harrison: 2 Blocks
2. North 2nd between East Holland and West Sul Ross: 2 Blocks
3. North 4<sup>th</sup> between East Sul Ross and East Lockhart: 1 Block
4. East Lockhart between North 7<sup>th</sup> and North 5<sup>th</sup>: 2 Blocks
5. North 6<sup>th</sup> between West Avenue A and West Lockhart: 2 Blocks
6. North 11<sup>th</sup> between West Avenue E and West Avenue A: 4 Blocks
7. West Sul Ross between North 11<sup>th</sup> and North 13<sup>th</sup>: 1 Block
8. North 7<sup>th</sup> between West Sul Ross and West Lockhart: 1 Block
9. West Sul Ross between North 7<sup>th</sup> and North 8<sup>th</sup>: 1 Block

This year we are using two new methods which will help us with the preparation of the streets before we seal coat them. These two new methods are:

1. Tight blade will improve the smoothness of the surface.
2. Priming streets with MS-2 emulsion asphalt will be used to seal streets and alligator cracks within the streets.

We should consider installing curbs around radiuses and certain intersections to stop erosion in radiuses.

### **Creeks**

Last physical year we cleaned the creeks three times to avoid dirt and debris buildup. To allow the dirt and debris to flow easily as well as have extra material to cover creek banks. Many citizens have made comments on how they enjoyed the creeks being cleaned. It made their walk through the creeks far more enjoyable. We are looking into the process of installing water drains at East Brown St., South 7<sup>th</sup> St., and South Neville Haynes St. to improve water drainage.

### **Parks**

Robert and his team are in the process of activating 12 more sprinklers on International Field and soccer field for better irrigation. The team has also installed 10 Dogipot Waste Dispensers

throughout the city parks and in front of the depo parking lot. The streets and parks departments are working together to clean, install an irrigation system, a picnic table, and a water fountain at Nopalito Park. The team also worked together to prepare all fields including the seven practice fields.

### **Recycling Center**

As for the recycling center, we have helped with mulching, with the installation of signs and oil dispenser. The recycling center and the street department have teamed up with TDS to haul trash a brush found around dumpsters and alleys. So far, we have hauled 6 loads which is equivalent to 24 tons to maintain trash around the city minimum.



- Readout report by Chief of Police Robert Martin

# Alpine Police Department

## Quarterly Report

January – February – March  
2020



The Alpine Police Department welcomes Zachary Bakewell  
To the force.





The Alpine Police Department also welcomes Shelby  
Hedgepeth to communications

# Municipal Court

Warrant Round-up scheduled for May 12, 2020

May 12<sup>th</sup> officers will be in force, attempting to locate individuals with outstanding warrants. The individuals will be arrested and will be booked into the Brewster County Jail where they will go before a Judge.

If you have a warrant, the Police Department is encouraging you to contact the city courts to take care of the warrant before May 12<sup>th</sup>.



# Capital Improvements

All Donated to the Alpine Police Department:

\$1252.00 for the purchase of Tasers

\$1200.00 for the purchase of body armor carriers

15 Tactical raid vest and a tactical entry shield

Concept 2 Rower Machine

# Events

Harlem Globetrotters

Job Expo (Marfa)

Knights of Columbus March for Life

Right to Choose March

USMS Hero Honor Run 2020

Chat with the Chief

Freedom Motorcycle Riders



# Training Received

Sexual Assault-Family Violence-Investigator SAFVIC

Solo Officer Rapid Deployment (SORD)

Exterior Response to Active Shooter Events (ERASE)

86<sup>th</sup> Legislative Update (83<sup>rd</sup> DA Office)

SFST Refresher

Crash Report Training (DPS)

Use of Force and Modern Policing (TML)

Resilience Strategies for First Responders (TML)

Interaction with Deaf and Hard of Hearing (SRSU)

Patrol Interdiction (USBP)



# January

15 Citations

4 Accidents

43 Cases

10 Felony Cases

# February

64 Citations

2 Accidents

28 Cases

6 Felony Cases

# March

22 Citations

2 Accidents

6 Cases

1 Felony Case

As of 3/11/2020



# Congratulations

Edward Cardoza

Promoted to Sergeant

January 12, 2020

# Congratulations

Willys Drawe received the Intermediate Police Officer  
Certification

and

Javier Bustamante received the Advanced Police Officer  
Certification

From TCOLE

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 minutes from City Council meeting on February 28, 2020. (E. Zimmer, City Manager)

City of Alpine  
Regular City Council Meeting  
Tuesday, March 3, 2020  
5:30 P.M.  
Minutes

1. Call to Order, Invocation and Pledge of allegiance to the flags – Mayor Ramos called the meeting to order. The meeting was held in the Council Chambers at 803 West Holland in the City of Alpine, Texas. Dr. Nancy Antrim gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.
2. Determination of a quorum and proof of notice of the meeting – Councilor Curry, Councilor Olivas, Councilor Betty Fitzgerald, Councilor Escovedo, Councilor Stephens, and Mayor Ramos were present. City Secretary, Cynthia Salas reported that the agenda was posted at 2:00 P.M. on February 28, 2020. City Manager, Erik Zimmer, City Attorney Rod Ponton, and Abel Hinojos were also present
3. Public Comments (limited to 3 minutes per person) –
4. Presentations, Recognitions and Proclamations – (A. Ramos, Mayor) –
  - Certificate of Recognition – Megan Antrim – Certified Public Funds Investment Manager.
  - Proclamation – Sunshine House – Proclaiming March 2020 as the 18<sup>th</sup> Annual March for Meals Month.

5. Reports -

City Mayor's Report – (A. Ramos, Mayor) – None

City Attorney's Report –

- Update on Texas Workforce Commission reporting
- Update on Lechugilla Road development
- Update on Animal Control Ordinance
- Update on UPRR issues
- Update on Municipal Court

City Manager Report –

- Donation from Michael Hlozek Founder/CEO of Veterans MFG to the Alpine Police Dept.
- Human Resources Update (Training & Turnover)
- Downtown project updates (Sidewalks, Water taps, Creeks)
- Community Communications (Website, PSA's, Radio)

City Staff Updates –

- Readout report on Grants by Marci Tuck
- Readout report by Director of Finance Megan Antrim



6. Public Hearings –

- Public Hearing to obtain citizens views and comments on Ordinance 2020-02-04. Establishing the regulation of skill or pleasure coin-operated machine establishments. Providing definitions; establishing authority to enforce; providing a penalty clause; providing for a severability clause; and providing for publication.

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 minutes from City Council meeting on February 18, 2020. (E. Zimmer, City Manager)

2. Approval of the Music Advisory Board. (E. Zimmer, City Council)

- Musicians:
  - Neil Trammell (Hogwallops)
  - Eden Hinshaw (The Swifts)
- Venues:
  - Monica Quiroga (Old Gringo)
  - Chris Puckett (Railroad Blues)
- Events:
  - Stewart Ramser (Viva Big Bend)
  - Keri Blackman (Artwalk)
- Educators:
  - Jeffrey Meyer (SRSU)

Motion was made by Councilor Stephens, by Resolution 2020-03-01 to approve consent agenda as written . Motion was seconded by Councilor Betty Fitzgerald. Motion was made by Councilor Curry. Motion unanimously carried.

8. Information or Discussion items –

1. Update on the Historic District from Planning & Zoning from Denis Foley and Rawles Williams. (M. Curry, City Council)

9. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to (up to 10 per meeting.) after being called upon by Mayor or Mayor Pro Term. 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 on amendment approval for the Recycle Interlocal agreement. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-05 on amendment approval for the Recycle Interlocal agreement. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
2. Discuss, consider, and take appropriate action on approving Resolution 2020-03-02, setting fees for Municipal Pool. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-02, to approve Resolution 2020-02-10, on approving Resolution 2020-03-02 setting fees

for the Municipal Pool. Motion was seconded by Councilor Betty Fitzgerald.. Motion unanimously carried.

3. Discuss, consider, and take appropriate action on Resolution 2020-03-03, for the Airport, establishing consultant selection, designed representative and Certification of project fund in the amount of \$59,000. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-03, for the Airport establishing consultant selections, designed representative and Certification of project fund in the amount of \$59,000. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
4. Discuss, consider, and take appropriate action on Resolution 2020-03-04, for the Airport, establishing consultant selection, designed representative and Certification of project fund in the amount of \$92,000. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-04, for the Airport establishing consultant selection, designed representative and Certification of project fund in the amount of \$92,000. Motion was seconded by Councilor Betty Fitzgerald. Motion unanimously carried.
5. Discuss, consider, and take appropriate action on the second and final reading of Ordinance 2020-02-04, establishing the regulation of skill or pleasure coin-operated machine establishments. Providing definitions, establishing authority to enforce; providing a penalty clause; providing a severability clause; and providing for publication. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-06 on the second and final reading of Ordinance 2020-02-04, establishing the regulation of skill or pleasure coin-operated machine establishments. Providing definitions, establishing authority to enforce; providing a penalty clause; providing a severability clause; and providing for publication. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
6. Discuss, consider, and take appropriate action on the revised Civic Center rental agreement. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-07 on the revised Civic Center rental agreement. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
7. Discuss, consider, and take appropriate action to approve recommendations from Planning & Zoning on Glen Short application for a Non-Conforming structure placed in a R-3 district for a Conditional Use Permit. Property identification is 505 W. Murphy. Legal description is Lot 17, Block M4, Railroad Addition, Envelope 107. Plat records of Brewster County, Texas. Record owner is Glen Short. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-03-08 to approve recommendations from Planning & Zoning on Glen Short application for a Non-Conforming structure placed in a R-3 district for a Conditional Use Permit. Property identification is 505 W. Murphy. Legal description is Lot 17, Block M4, Railroad Addition, Envelope 107. Plat records of Brewster County, Texas. Record owner is Glen Short. Motion was seconded by Councilor Escovedo. Motion unanimously carried.
10. City Councilmember Comments and Answers – No discussion or action may take place.
11. Executive Session - Pursuant to Texas Government Code 551.071 (consultation with the City Attorney), and 551.704 - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – None

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.074 (personnel matters).

12. Action – Executive Session – None

I certify that this notice was posted at 2:00 P.M. on February 28, 2020, pursuant to Texas Open Meetings Act. (Texas Vernon's Annotated Civil statutes, section 551.043 Texas Government Code.) This facility is wheelchair accessible

and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the city secretary's office at (432) 837-3301 or fax (432) 837-2044 for further information.

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Andres "Andy" Ramos, Mayor

Attest:

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Cynthia Salas, City Secretary

I, Cynthia Salas, City Secretary, do certify that this notice was posted at 2:00 P.M. on February 28, 2020, and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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Cynthia Salas, City Secretary

8. Information or Discussion items –

1. Discuss Lighting Ordinance for a Dark Skies Community by Bill Wren and Jim Newsom. (E. Zimmer, City Manager)

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 on rescinding Resolution 2019-08-22, effective August 20, 2019. This resolution related to City of Alpine personnel policy. (E. Zimmer, City Manager)



# CITY COUNCIL

## AGENDA REQUEST

|                                    |                       |                                 |                       |
|------------------------------------|-----------------------|---------------------------------|-----------------------|
| <b>AGENDA FOR COUNCIL MEETING:</b> | <b>MARCH 17, 2020</b> | <b>AGENDA REQUEST NO:</b>       | <b>ACTION</b>         |
| <b>INITIATED BY:</b>               | <b>ERIK ZIMMER</b>    | <b>RESPONSIBLE DEPARTMENT:</b>  | <b>ADMINISTRATION</b> |
| <b>PRESENTED BY:</b>               | <b>ERIK ZIMMER</b>    | <b>FINANCE DIRECTOR:</b>        | <b>MEGAN ANTRIM</b>   |
|                                    |                       | <b>ADDITIONAL DIRECTOR (S):</b> |                       |

|                              |   |
|------------------------------|---|
| <b>SUBJECT / PROCEEDING:</b> | <b>DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON RESCINDING RESOLUTION 2019-08-22, EFFECTIVE AUGUST 20, 2019. THIS RESOLUTION RELATED TO CITY OF ALPINE PERSONNEL POLICY.</b> |
|------------------------------|---|

|                  |  |
|------------------|--|
| <b>EXHIBITS:</b> |  |
|------------------|--|

| CLEARANCES       |                         | APPROVAL             |       |
|------------------|-------------------------|----------------------|-------|
| <b>LEGAL:</b>    | <b>CITY ATTORNEY</b>    | <b>ROD PONTON:</b>   | _____ |
| <b>FINANCE:</b>  | <b>FINANCE DIRECTOR</b> | <b>MEGAN ANTRIM:</b> | _____ |
| <b>APPROVAL:</b> | <b>CITY MANAGER</b>     | <b>ERIK ZIMMER:</b>  | _____ |

| BUDGET                             |             |
|------------------------------------|-------------|
| <b>EXPENDITURE REQUIRED:</b>       | <b>\$ 0</b> |
| <b>SAVINGS ANTICIPATION:</b>       | <b>\$</b>   |
| <b>CURRENT BUDGET FY2018-2019:</b> | <b>\$ 0</b> |
| <b>ADDITIONAL FUNDING:</b>         | <b>\$</b>   |

| RECOMMENDED ACTION |
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| EXECUTIVE SUMMARY |
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17 March 2020  
City Council Meeting

Re: Personnel Policy

Honorable Mayor and City Council,

As we were working through the audit relative to the personnel policy (fiscal policies tied to the Policy). We came across the agenda item on the August 20, 2019 meeting where Council rescinded the 2018 policy and reverted back to the 2016 policy. This was the meeting date after Jessica's firing and before my hiring.

There are probably several reasons this did not surface until this past week, but we are working on a forward looking approach and my sense is there was a lot of pain the City was enduring at the end of the summer and we just got focused on rebuilding the team and necessary projects for the City.

The challenge we are now faced with for this fiscal year, is that we were still following the 2018 policy relative to vacation buy-out and also the comp time. If we went back this month and extracted that vacation buy-out and then paid out comp time, it would be a lot of calculations and probably push a level of distrust with employees.

What we came up with was to have Council rescind the recission effective August 20, 2019 at this Council meeting (I know that sounds kinda weird...rescind the recission). That will help us greatly with adherence to our fiscal policy for this current fiscal year.

Lorena and I are working on the updates to the policy and we are now solely working on updating the 2016 policy and use a couple of piece-parts from the 2018 Policy that make sense. Our target dates are to have the revisions done by the end of this month, then have the department heads review in April. We are going to split the document into Policy relative to 1. Operations and 2. Fiscal.

Hope this makes sense, please feel free to reach out to me with any questions.

Kind Regards,  
Erik

A handwritten signature in black ink, appearing to be 'Erik', written over the typed name 'Erik'.

The State of Texas  
City of Alpine

County of Brewster

**RESOLUTION 2020-03-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS RESCINDING RESOLUTION 2019-08-22 AND REINSTATING THE EMPLOYEE HANDBOOK AND JOB DESCRIPTIONS APPROVED BY RESOLUTION 2018-12-06.**

**WHEREAS**, the City of Alpine previously rescinded the Employee Handbook and Job Descriptions by Resolution 2019-08-22 effective August 20, 2019; and

**WHEREAS**, the City reserves the right to interpret, amend, change, or rescind any and all provisions, procedures, or benefits in the Employee Handbook at any time; and

**WHEREAS**, nothing in the Employee Handbook, as amended, or this resolution is intended to modify the City's at-will employment policy; and

**WHEREAS**, the City Council deems it to be in the best interest of the City to reinstate the Employee Handbook and Job Descriptions passed by Resolution 2018-12-06.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS THAT THE EMPLOYEE HANDBOOK AND JOB DESCRIPTIONS PASSED BY RESOLUTION 2018-12-06 BE HEREBY REINSTATED.**

**PASSED AND APPROVED BY A MAJORITY VOTE OF THE CITY COUNCIL** this the 17<sup>th</sup> day of March, 2020.

\_\_\_\_\_  
Andres "Andy" Ramos, Mayor  
City of Alpine, Texas

Attest:

\_\_\_\_\_  
Cynthia Salas, City Secretary  
City of Alpine, Texas



**RESOLUTION 2019-08-22**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS RESCINDING THE EMPLOYEE HANDBOOK AND JOB DESCRIPTIONS APPROVED BY RESOLUTION 2018-12-06 AND REINSTATING THE PREVIOUS HANDBOOK AND JOB DESCRIPTIONS.**

**WHEREAS**, the City of Alpine adopted the current employee handbook by Resolution 2018-12-06 effective December 4, 2018; and

**WHEREAS**, the City reserves the right to interpret, amend, change, or rescind any and all provisions, procedures, or benefits in the Employee Handbook at any time; and

**WHEREAS**, nothing in the Employee Handbook, as amended, or this resolution is intended to modify the City's at-will employment policy; and

**WHEREAS**, the City Council deems it to be in the best interest of the City to rescind the current Employee Handbook and job descriptions and reinstate the previous versions.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS THAT THE EMPLOYEE HANDBOOK AND JOB DESCRIPTIONS PASSED BY RESOLUTION 2018-12-06 BE HEREBY REPEALED AND THE PREVIOUS VERSIONS REINSTATED.**

**PASSED AND APPROVED BY A MAJORITY VOTE OF THE CITY COUNCIL** this the 20<sup>th</sup> day of August, 2019.

---

Andres "Andy" Ramos, Mayor  
City of Alpine, Texas

Attest:

---

Cynthia Salas, City Secretary  
City of Alpine, Texas



# CITY COUNCIL

## AGENDA REQUEST

|  |   |                                 |                |
|--|---|---------------------------------|----------------|
| <b>AGENDA FOR COUNCIL MEETING:<br/>INITIATED BY:</b> | MARCH 17, 2020  | <b>AGENDA REQUEST NO:</b>       | ACTION         |
|  | ERIK ZIMMER   | <b>RESPONSIBLE DEPARTMENT:</b>  | ADMINISTRATION |
| <b>PRESENTED BY:</b>                                 | ERIK ZIMMER   | <b>FINANCE DIRECTOR:</b>        | MEGAN ANTRIM   |
|  |   | <b>ADDITIONAL DIRECTOR (S):</b> |                |
| <b>SUBJECT / PROCEEDING:</b>                         | DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON THE FIRST READING ON ORDINANCE 2020-03-01, AMENDING THE CODE OF ORDINANCE, CHAPTER 26, ARTICLE II- CIVIC CENTER; PROVIDING REPEALING AND SEVERABILITY CLAUSES; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE. |                                 |                |
| <b>EXHIBITS:</b>                                     |   |                                 |                |
| <b>CLEARANCES</b>                                    |   | <b>APPROVAL</b>                 |                |
| <b>LEGAL:</b>  | CITY ATTORNEY   | <b>ROD PONTON:</b>              | _____          |
| <b>FINANCE:</b>                                      | FINANCE DIRECTOR  | <b>MEGAN ANTRIM:</b>            | _____          |
| <b>APPROVAL:</b>                                     | CITY MANAGER  | <b>ERIK ZIMMER:</b>             | _____          |
| <b>BUDGET</b>  |   |                                 |                |
| <b>EXPENDITURE REQUIRED: \$</b>                      |   | 0                               |                |
| <b>SAVINGS ANTICIPATION: \$</b>                      |   |                                 |                |
| <b>CURRENT BUDGET FY2018-2019: \$</b>                |   | 0                               |                |
| <b>ADDITIONAL FUNDING: \$</b>                        |   |                                 |                |
| <b>RECOMMENDED ACTION</b>                            |   |                                 |                |
|  |   |                                 |                |
| <b>EXECUTIVE SUMMARY</b>                             |   |                                 |                |
|  |   |                                 |                |

2. Discuss, consider, and take appropriate action on the first reading on Ordinance 2020-03-01, amending the Code of Ordinance, Chapter 26, Article II – Civic Center; providing repealing and severability clauses; providing a Texas Open Meetings Act Clause; and providing an effective date. (E. Zimmer, City Manager)

17 March 2020  
City Council Meeting

Re: Civic Center

Honorable Mayor and City Council,

Last Council meeting we had City Council approve the new rates for the Civic Center usage. As we further reviewed the Ordinance, we determined that the rates had historically been set by Ordinance instead of resolution (as we do with Pool fees, etc...).

What we are targeting in this Ordinance revision is to have Council approve rates annually (similar to what we do for the Municipal Pool) in a Resolution and leave the core Ordinance in-tact. This seems to make more sense for continuity within our Ordinance structure.

Hope this makes sense, please feel free to reach out to me with any questions.

Kind Regards,  
Erik

A handwritten signature in black ink, appearing to be 'Erik', written over the printed name 'Erik'.

**STATE OF TEXAS**

**COUNTY OF BREWSTER**

**CITY OF ALPINE**

**ORDINANCE 2020-03-01**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS AMENDING THE CODE OF ORDINANCES, CHAPTER 26, ARTICLE II – CIVIC CENTER; PROVIDING REPEALING AND SEVERABILITY CLAUSES; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Alpine owns and operates the Alpine Civic Center for the benefit of the City and its residents in order to attract conventions, conferences, trade shows, meetings, exhibits, gatherings and other public cultural and entertainment events; and

**WHEREAS**, the City Council of the City of Alpine has cause in pursuit of their legislative duties on behalf of citizens of Alpine to be flexible in their ability to modify agreements, rates, and fees of the Civic Center reservation and use policy; and

**WHEREAS**, it is deemed to be in the best interest of the City to repeal all previous ordinances regarding rates, fees, or agreements for the Civic Center and replace the existing section in its entirety.

**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 hereto 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 7<sup>th</sup> DAY OF APRIL 2020 BY THE CITY COUNCIL OF THE  
CITY OF ALPINE, TEXAS.**

**INTRODUCTION AND FIRST READING**

**March 17, 2020**

**SECOND AND FINAL READING**

**April 7, 2020**

**ATTEST:**

\_\_\_\_\_  
**Andres "Andy" Ramos, Mayor  
City of Alpine**

\_\_\_\_\_  
**Cynthia Salas, City Secretary  
City of Alpine**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Rod Ponton, City Attorney  
City of Alpine**

## EXHIBIT "A"

### ARTICLE II. - CIVIC CENTER

#### Sec. 26-31. - Uses.

- (a) *Permitted functions.* The Alpine Civic Center shall be limited to a capacity of 507 persons and shall be used for the following function:

Public and private functions. Persons, entities, organization, and clubs for events such as weddings, parties, receptions, dances, etc. Rental fees shall be charged as set out in section 26-32.

- (b) *Sexually oriented activity.* The city will not rent the civic center for the use of any activity of a sexually oriented nature which will be nude or seminude male or female dancers, tee-shirt contests or wet tee-shirt contests. Any requests of the use of the civic center which the city manager considers questionable shall be brought before the city council for approval.

(Code 1978, § 19-71; Ord. No. 2002-2-4, 3-11-02; Ord. No. 2002-9-8, 9-16-02)

#### Sec. 26-32. - Fee schedule.

All fees related to renting the Civic Center shall be set by City Council resolution.

~~The following fee schedule shall be applied to rental of the civic center:~~

- ~~(1) *Deposit.* A \$200.00 deposit shall be given to the city at the time of rental for cleanup after the rental and potential damages to the civic center from the function.~~

- ~~(2) *Rental rates.* Rental rates are set to reflect three categories. The three categories are standard (general public/commercial), non-profit (any organization that can provide an IRS 501(C)3 form), and government agencies (Alpine ISD, SRSU, TxDOT, county). Citizens or agencies will be prorated in accordance to the designated categories. However, they will still be responsible for submitting the \$200.00 deposit fee. If security is needed the city will charge \$30.00 an hour to provide a police officer. Keys will be available one day before the event and maybe picked up at City Hall during business hours.~~

| Civic Center   | Commercial<br>General Public | Non-Profit | Government<br>Agencies |
|--|------------------------------|------------|------------------------|
| Full Day Rental for One Event (8hrs.)                              | \$500.00                     | \$250.00   | No Charge              |
| Evening Recital/Meeting<br>(4 hrs. between 6:00 p.m. — 12:00 a.m.) | \$250.00                     | \$125.00   | No Charge              |
| Additional time per hour   | -\$65.00                     | -\$30.00   | No Charge              |

(Code 1978, § 19-72; Ord. No. 2002-9-8, 9-16-02; Ord. No. 2014-10-03, 11-4-2014)

Sec. 26-33. - Alcohol.

No beer, wine, setups or ice chests shall be brought into the civic center. If alcoholic beverages are to be sold, arrangements must be made with the city's civic center concessionaire.

- (1) *Sponsors.* At functions where alcohol is to be sold, sponsors shall arrange with a business holding an on-premises alcohol beverage license to serve as concessionaire for the functions. Sponsors may give away alcoholic beverages at functions. A concessionaire is not needed when alcohol is given away.
- ~~(2) *Concessionaires.* Businesses which are required as concessionaires must pay a use and cleanup fee of \$75.00 for the bar. Concessionaires must also obtain a picnic permit from the alcoholic beverage commission and execute a contract with the city prior to any alcoholic beverage sales at the civic center. A copy of the picnic permit must be presented to the city at the time of contract execution, and the original permit must be posted at the civic center during the function.~~

(Code 1978, § 19-73; Ord. No. 2002-9-8, 9-16-02)

~~Sec. 26-34. - Security.~~

~~The person, entity, organization or club renting the civic center shall be responsible for providing security.~~

~~(Code 1978, § 19-74; Ord. No. 2002-9-8, 9-16-02)~~

Sec. 26-35. - Reservations and deposits.

- (a) The civic center may be reserved at City of Alpine Administration Offices by:
  - (1) Executing the rental agreement, and
  - (2) Paying the rental fee and deposit.
- (b) The individual that fills out and signs the agreement is the only person that will be allowed to pick up the civic center key.
- (c) The key will be available for pick up one day before the event and may be picked up at City Hall during normal business hours.
- (b) The ~~\$200.00~~ deposit shall be returned after the function if the city does not perform cleanup or repairs from damage to the civic center from the function. Cleanup includes the perimeter of the civic center and adjacent parking areas. The sponsor of the function is responsible for repairing all damages which exceed the amount of deposit.
- (e) The key must be returned the following business day or a late fee per day will be deducted from the deposit.

(Code 1978, § 19-75; Ord. No. 2002-9-8, 9-16-02)

Sec. 26-36. - Cancellations.

A function may be cancelled and the full deposit returned if the sponsor notifies the city ten **working** days prior to the function.



(Code 1978, § 19-76; Ord. No. 2002-9-8, 9-16-02)

Sec. 26-37. - Decorating and setup.

If the previous two days are not rented, the sponsor may decorate and arrange the civic center no earlier than two days prior to the function and shall be coordinated in advance with the city.

(Code 1978, § 19-77; Ord. No. 2002-9-8, 9-16-02)



# CITY COUNCIL

## AGENDA REQUEST

|  |                       |                                 |                       |
|--|-----------------------|---------------------------------|-----------------------|
| <b>AGENDA FOR COUNCIL MEETING:<br/>INITIATED BY:</b> | <b>MARCH 17, 2020</b> | <b>AGENDA REQUEST NO:</b>       | <b>ACTION</b>         |
|  | <b>ERIK ZIMMER</b>    | <b>RESPONSIBLE DEPARTMENT:</b>  | <b>ADMINISTRATION</b> |
| <b>PRESENTED BY:</b>                                 | <b>ERIK ZIMMER</b>    | <b>FINANCE DIRECTOR:</b>        | <b>MEGAN ANTRIM</b>   |
|  |                       | <b>ADDITIONAL DIRECTOR (S):</b> |                       |

|                              |  |
|------------------------------|--|
| <b>SUBJECT / PROCEEDING:</b> | <b>DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON APPROVING THE SOFTBALL TOURNAMENT ENTRY FEES OF \$150.00 AND FOR ADULT SLOW-PITCH \$300.00.</b> |
|------------------------------|--|

|                  |  |
|------------------|--|
| <b>EXHIBITS:</b> |  |
|------------------|--|

| CLEARANCES       |                         | APPROVAL             |       |
|------------------|-------------------------|----------------------|-------|
| <b>LEGAL:</b>    | <b>CITY ATTORNEY</b>    | <b>ROD PONTON:</b>   | _____ |
| <b>FINANCE:</b>  | <b>FINANCE DIRECTOR</b> | <b>MEGAN ANTRIM:</b> | _____ |
| <b>APPROVAL:</b> | <b>CITY MANAGER</b>     | <b>ERIK ZIMMER:</b>  | _____ |

| BUDGET                                |          |
|---------------------------------------|----------|
| <b>EXPENDITURE REQUIRED: \$</b>       | <b>0</b> |
| <b>SAVINGS ANTICIPATION: \$</b>       |          |
| <b>CURRENT BUDGET FY2018-2019: \$</b> | <b>0</b> |
| <b>ADDITIONAL FUNDING: \$</b>         |          |

| RECOMMENDED ACTION |
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| EXECUTIVE SUMMARY |
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3. Discuss, consider, and take appropriate action on approving the softball tournament entry fees of \$150.00 and for adult slow-pitch \$300.00. (E. Zimmer, City Manager)



# CITY COUNCIL

## AGENDA REQUEST

|  |                       |                                 |                       |
|--|-----------------------|---------------------------------|-----------------------|
| <b>AGENDA FOR COUNCIL MEETING: INITIATED BY:</b> | <b>MARCH 17, 2020</b> | <b>AGENDA REQUEST NO:</b>       | <b>ACTION</b>         |
|  | <b>ERIK ZIMMER</b>    | <b>RESPONSIBLE DEPARTMENT:</b>  | <b>ADMINISTRATION</b> |
| <b>PRESENTED BY:</b>                             | <b>ERIK ZIMMER</b>    | <b>FINANCE DIRECTOR:</b>        | <b>MEGAN ANTRIM</b>   |
|  |                       | <b>ADDITIONAL DIRECTOR (S):</b> |                       |

|                              |   |
|------------------------------|---|
| <b>SUBJECT / PROCEEDING:</b> | <b>DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON THE FIRST READING OF ORDINANCE 2020-03-05, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, AMENDING THE AMENDED FY 2019-2020 BUDGET FOR THE CITY OF ALPINE.</b> |
|------------------------------|---|

|                  |  |
|------------------|--|
| <b>EXHIBITS:</b> |  |
|------------------|--|

| CLEARANCES       |                         | APPROVAL             |       |
|------------------|-------------------------|----------------------|-------|
| <b>LEGAL:</b>    | <b>CITY ATTORNEY</b>    | <b>ROD PONTON:</b>   | <hr/> |
| <b>FINANCE:</b>  | <b>FINANCE DIRECTOR</b> | <b>MEGAN ANTRIM:</b> | <hr/> |
| <b>APPROVAL:</b> | <b>CITY MANAGER</b>     | <b>ERIK ZIMMER:</b>  | <hr/> |

| BUDGET                                |          |
|---------------------------------------|----------|
| <b>EXPENDITURE REQUIRED: \$</b>       | <b>0</b> |
| <b>SAVINGS ANTICIPATION: \$</b>       |          |
| <b>CURRENT BUDGET FY2018-2019: \$</b> | <b>0</b> |
| <b>ADDITIONAL FUNDING: \$</b>         |          |

| RECOMMENDED ACTION |
|--------------------|
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| EXECUTIVE SUMMARY |
|-------------------|
|-------------------|

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4. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-05, an Ordinance of the City Council of the City of Alpine, Texas, amending the amended FY 2019-2020 budget for the City of Alpine.  
(E. Zimmer, City Manager)

17 March 2020  
City Council Meeting

Re: Budget Amendment

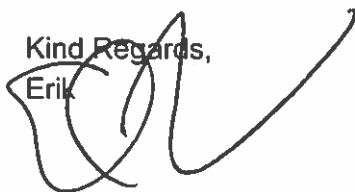
Honorable Mayor and City Council,

The following documents outline the Budget Amendment (line item changes) we need to approve reflective of Megan Antrim's finance report from the March 3, 2020 Meeting. The next page has the spreadsheet that Megan and I will walk you through at this Council meeting.

The Streets dollars allocations are the largest of items included in this amendment. I have also provided in your packets: the RFQ for the streets, Jarrett Dirt Works response, the draft contract we are preparing with our City Attorney and the schedule of milestones/payments we will work towards on the project.

Hope this makes sense, please feel free to reach out to me with any questions.

Kind Regards,  
Erik

A handwritten signature in black ink, appearing to be 'Erik', written over the printed name 'Erik'.

City of Alpine  
State Of Texas

County Of Brewster

**ORDINANCE 2020-03-05**

**AMENDING FY 2019/2020 BUDGET FOR THE CITY OF ALPINE, TEXAS**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, AMENDING THE AMENDED FY 2019/2020 BUDGET FOR THE CITY OF ALPINE, TEXAS.**

**WHEREAS**, Section 5.06, "Budget Amendments After Adoption", of the Home Rule Charter requires that the Council amend the budget by Ordinance; AND

**WHEREAS**, the City Council, at its March 25<sup>th</sup>, 2020 Regular Meeting, voted to approve amending the amended FY 2019/2020 Budget by Ordinance; AND

**WHEREAS**, the proposed amended budget follows this Ordinance as Exhibit "A"; AND

**WHEREAS**, the proposed amended budget has been published on the website for the public to view; AND

**WHEREAS**, a public hearing has been scheduled for March 25, 2020 to finally review the FY 2019/2020 Budget Amendments.

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

**THAT THE FY 2019/2020 BUDGET FOR THE CITY OF ALPINE, TEXAS BE AMENDED AS FOLLOWS IN EXHIBIT "A", FOLLOWING THIS ORDINANCE.**

**PASSED AND ADOPTED THIS 25<sup>TH</sup> DAY OF MARCH, 2020 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.**

**INTRODUCTION AND FIRST READING  
MARCH 17, 2020**

**SECOND AND FINAL READING  
MARCH 25, 2020**

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**Andres "Andy" Ramos, Mayor  
City of Alpine**

**ATTEST:**

**APPROVED AS TO FORM:**

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**Cynthia Salas, City Secretary  
City of Alpine**

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**Rod Ponton, City Attorney  
City of Alpine**

**BUDGET - RESERVE ACCTS AMENDMENT REQUEST**

**Amendment**

**1 Dedicate interest earned to specific reserve accounts for intended account use.**

TexStar - General Operating Expenses  
TXClass - Capital Improvements - Road Projects  
TXClass - Water-Sewer Infrastructure - Maintenance and improvements for Water and Sewer  
TXClass - Airport Reserve - Reserve funds for capital improvements and City matching grant portion  
TXClass - HOT Reserve - Hotel/Motel projects, Visitor Center repairs, any State allowable expense  
TXClass - Creek Improvement - Reserve funds for Creek Improvements as approved by Council  
TXClass - Fire Department Assistance - Reserve funds for Alpine Volunteer Fire Department Equipment

| DESCRIPTION | Reimburse General fund for Public Work's work on clearing out creeks.<br>Reserve funds for future Parks Projects - Splash Pad |       |             |             |
|-------------|---|-------|-------------|-------------|
| 2 ACCOUNT   | ACCOUNT NAME  | DEBIT | CREDIT      |             |
| 01-103-0518 | Creek Trail Reserve   |       | \$          | (50,000.00) |
| 01-103-0519 | Parks - Splash Pad Reserve  | \$    | 50,000.00   |             |
| DESCRIPTION | Allocate TXDOT Aviation Refund from prior taxiway/ramp capital project to reserves for upcoming lighting capital project      |       |             |             |
| 3 ACCOUNT   | ACCOUNT NAME  | DEBIT | CREDIT      |             |
| 05-527-5200 | Misc Fees/Refunds/Ins   | \$    | (27,805.47) | (27,805.47) |
| 05-102-3906 | Airport Checking Account  |       | \$          |             |
| 05-527-5201 | TXClass - Airport Reserves  |       | \$          | 27,805.47   |
| 05-102-0518 | TXClass - Airport Reserves Bank Account   | \$    | 27,805.47   |             |
| DESCRIPTION | Allocate Reserve funds to cover cost estimated for paving of Visitor Center Parking area                                      |       |             |             |
| 4 ACCOUNT   | ACCOUNT NAME  | DEBIT | CREDIT      |             |
| 06-102-0518 | TXClass - HOT Reserves  |       | \$          | (39,700.00) |
| 06-102-0202 | HOT Checking Account  | \$    | 39,700.00   |             |
| 06-556-9921 | Paving Project  |       | \$          | 39,700.00   |
| 06-656-5139 | Visitor Center - Parking Lot  | \$    | 39,700.00   |             |



**DESCRIPTION**

Allocate Reserve funds to cover priority expenses for Water and Sewer Departments  
**5 Budget Amendment to reflect increase revenue of \$400,500 (04-553-9002 - Improvements)**  
Expense - 04-653-6100 - TCEQ/SEP Enforcement \$ 50,000.00  
Expense - 04-653-9400 - CIP - VAC Truck 282,000.00  
Expense - 04-653-4807 - Well Maint. 68,500.00

| 6 ACCOUNT   | ACCOUNT NAME                         | DEBIT         | CREDIT          |
|-------------|--------------------------------------|---------------|-----------------|
| 04-102-0518 | TXClass - Water-Sewer Infrastructure |               | \$ (400,500.00) |
| 04-102-2187 | Water/Sewer/Sanitation Checking Acct | \$ 400,500.00 |                 |

**DESCRIPTION**

Allocate Funds to TXClass Reserve - Capital Improvements for road projects

**7 ACCOUNT**

| ACCOUNT     | ACCOUNT NAME                               | DEBIT         | CREDIT       |
|-------------|--|---------------|--------------|
| 04-653-1902 | Road Repair                                |               | (20,000.00)  |
| 04-654-1902 | Road Repair                                |               | (20,000.00)  |
| 08-658-1901 | Road Repair                                |               | (20,000.00)  |
| 01-620-2120 | Financial Policy Reserves                  |               | (281,168.00) |
| 08-658-9999 | Financial Policy Reserves (Equity Transfer |               | (557,342.00) |
| 01-102-0518 | TXClass - Capital Improvements Acct        | \$ 898,510.00 |              |

## City of Alpine, TX

### Request for Quote (RFQ)

The City of Alpine is seeking quotes from vendors for the following project. There are fifty-one (51) total street blocks we are considering re-paving during (2020) along with four key parking areas and are seeking quotes from interested companies.

The project is broken down into different sections as the City may opt to only contract out a portion of the entire project. Please submit your quotes accordingly. There will be a Pre-Quote meeting on Friday January 10, 2020 at 11am(CST) in our Council Chambers (100 N. 13th Street, Alpine, TX 79830). Questions can be emailed ahead of time to [l.mendoza@ci.alpine.tx.us](mailto:l.mendoza@ci.alpine.tx.us) and all submitted questions will be offered responses at the Pre-Quote meeting to all interested vendors. Final quotes will be due by Friday January 24, 2020 at 5pm(CST). Quotes should be submitted to Public Works Director, City of Alpine, 100 N. 13th Street, Alpine, Texas 79830 and clearly marked "street paving project". Quotes may also be submitted by email ([l.mendoza@ci.alpine.tx.us](mailto:l.mendoza@ci.alpine.tx.us)). Projected award date of February 18, 2020.

PROJECT All Streets are to be repaved with two (2) course penetration to the following specifications: Asphalt: CRS-2 1st Course: 0.35 GAL/S.Y. 2nd Course: 0.30 GAL/S.Y. Aggregate: 1st Course: GR. 3, Type B - 1 CU.YD./80 S.Y. 2nd Course: GR. 4, Type B - 1 CU. YD./110 - 115 S.Y. Primer Oil: AEP @ .25 GAL/S.Y. Base Material: Type B, Grade 3.  
\*\*\*Unless otherwise noted.

Each street bid shall include all the necessary equipment, labor, materials, grade setting, and supervision to perform the proposed scope of work for each street. **Exception:** Any and all Manholes, water valves, gas valves, etc. shall be located by the City of Alpine and reset as necessary to be flush with new elevations as to coincide with a mutually agreeable time with the City and the Contractor. Contractor shall use extreme care not to damage existing units.

Options to existing specifications will also be considered.

## Specifications for City of Alpine Street Improvements

### Section 1

| Branch Name  | From       | To         | Area (SF) |
|--------------|------------|------------|-----------|
| E Hancock St | N Bird     | N Hancock  | 13,975    |
| E Hancock St | N Walker   | N Harrison | 9,240     |
| E Hancock St | N Harrison | N Bird     | 9,240     |
| N 4th Street | E Ave A    | E Ave B    | 7,680     |

#### Scope of Work:

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_

**Section 2**

| Branch Name         | From         | To           | Area (SF) |
|---------------------|--------------|--------------|-----------|
| E Eagle Pass Avenue | N 5th St     | N 4th St     | 10,800    |
| E Sanderson Avenue  | N 5th St     | N 4th St     | 7,200     |
| E Sanderson Avenue  | N 4th St     | N 3rd St     | 8,040     |
| E Uvalde Ave        | N 5th St     | N 4th St     | 8,820     |
| E Uvalde Ave        | N 4th St     | Dead End     | 7,980     |
| N 4th Street        | E Del Rio    | E Eagle Pass | 11,880    |
| N 4th Street        | E Eagle Pass | E Uvalde     | 11,340    |
| N 4th Street        | TX 118       | N Arcadia    | 8,680     |
| N 4th Street        | E Arcadia    | E Fort Davis | 9,240     |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_

**Section 3**

| <b>Branch Name</b>  | <b>From</b>  | <b>To</b>    | <b>Area (SF)</b> |
|---------------------|--------------|--------------|------------------|
| N 12th Street       | W Brown      | W Uvalde     | 6,480            |
| N 7th Street        | W Brown      | W Uvalde     | 9,520            |
| N 7th Street        | W Uvalde     | W Eagle Pass | 9,100            |
| N 9th Street        | W Uvalde     | W Eagle Pass | 9,240            |
| N 9th Street        | W Eagle Pass | W Del Rio    | 9,240            |
| N 9th Street        | W Sanderson  | W Stockton   | 9,240            |
| N 9th Street        | W Del Rio    | W Sanderson  | 8,960            |
| W Eagle Pass Avenue | N 12th St    | N 11th St    | 10,080           |
| W Eagle Pass Avenue | N 11th St    | N 10th St    | 9,520            |
| W Sanderson Avenue  | N 11th St    | N 10th St    | 8,580            |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

**Total Proposed Cost:** \_\_\_\_\_

**Section 4**

| Branch Name         | From             | To           | Area (SF) |
|---------------------|------------------|--------------|-----------|
| N Quince St         | W Brown          | W Uvalde     | 7,260     |
| N Quince St         | W Uvalde         | W Eagle Pass | 7,040     |
| W Eagle Pass Avenue | Dead End         | N Peach Tree | 9,240     |
| W Marfa Avenue      | N 16th St        | N 15th St    | 7,100     |
| W Marfa Avenue      | Middle School Dr | N 16th St    | 9,600     |
| W Uvalde Avenue     | N Orange         | N Cherry     | 7,800     |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_

**Section 5**

| Branch Name    | From         | To          | Area (SF) |
|----------------|--------------|-------------|-----------|
| N Orange St    | W Ave E      | W Sul Ross  | 6,930     |
| W Sul Ross Ave | N Pear       | N Plum      | 6,700     |
| W Sul Ross Ave | Bryan St     | Joe Bailey  | 4,900     |
| W Sul Ross Ave | Joe Bailey   | N Pear      | 5,000     |
| W Sul Ross Ave | W City Limit | N Culberson | 8,600     |
| W Sul Ross Ave | N Culberson  | Bryan St    | 4,800     |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_

**Section 6**

| Branch Name                     | From      | To        | Area (SF) |
|---------------------------------|-----------|-----------|-----------|
| N Garnett St                    | E Ave E   | E Holland | 9,240     |
| N Phelps St                     | E Ave E   | E Holland | 9,240     |
| N Walker St                     | E Ave E   | E Holland | 9,240     |
| N 11th Street                   | W Holland | W Ave E   | 10,720    |
| N 12th Street                   | W Holland | W Ave E   | 9,100     |
| N 13th Street                   | W Holland | W Ave E   | 9,100     |
| Alley - Btrwn Ave E and Holland | 8th St    | 7th St    | 7,500     |
| Alley - Btrwn Ave E and Holland | 7th St    | 6th St    | 7,500     |
| Alley - Btrwn Ave E and Holland | 6th St    | 5th St    | 7,500     |
| Alley - Btrwn Ave E and Holland | 5th St    | 4th St    | 7,500     |
| Alley - Btrwn Ave E and Holland | 4th St    | 3rd St    | 7,500     |
| Alley - Btrwn Ave E and Holland | 3rd St    | 2nd St    | 7,500     |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement. \*\*\*\*\* Alleys to use HotMix
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_



**Section 7**

| Branch Name  | From     | To         | Area (SF) |
|--------------|----------|------------|-----------|
| E Avenue H   | S Phelps | S Cockrell | 7,920     |
| S 3rd Street | E Joann  | E Gallego  | 9,660     |
| S 4th Street | E Joann  | E Gallego  | 12,320    |
| S 5th Street | Dead End | W Gallego  | 14,400    |

**Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of road way.

Total Proposed Cost: \_\_\_\_\_

### **Parking Lots**

- Old City Hall, Square Feet - 36,771
- City Hall (13th Street), Square Feet - 5074
- Civic Center (12th Street), Square Feet - 5100
- Visitor Center, Square Feet - 31,464

### **Scope of Work:**

1. Pulverize existing pavement and base course.
2. Process and compact road 6" in depth.
3. Finish roadway and apply prime coat.
4. Apply a 2 coarse penetration pavement.
5. Final clean -up of parking lot.

Total Proposed Cost: \_\_\_\_\_



*Since 1971*  
**Jarratt Dirt Work and Paving, Inc.**

P.O. Box 1147 \*\*\* 470 E. Douglas Dr.  
Fort Davis, Texas 79734  
Phone: (432) 426-3592 Fax: (432) 426-3140  
E-mail: [office@jarrattdirtwork.com](mailto:office@jarrattdirtwork.com)



January 23, 2020

Attn: Public Works Director  
City of Alpine, Texas  
100 N. 13<sup>th</sup> Street  
Alpine, Texas 79830  
Email: [l.mendoza@ci.alpine.tx.us](mailto:l.mendoza@ci.alpine.tx.us)

Re: Street Paving Project

Dear Sirs,

Jarratt Dirt Work and Paving Inc. offers the following proposal to include necessary equipment, labor, material, and supervision to perform the following scope of work;

**Section 1:**

**New Construction – Approximately 49,635 s.f**

1. Excavate existing roadway approximately 6" deep and remove from site.
  2. Import approximately 6" road base.
  3. Water, grade and compact road base for proper drainage.
  4. Apply .25 of AEP prime coat to roadway.
  5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
  6. Final clean-up.
- Total- \$144,432.00**

**Rehabilitation Construction – Approximately 49,635 s.f.**

1. Excavate on Bird St. of approximately 9,500 s.f.
2. Import 6" road base on Bird St.
3. Pulverize existing roadway of approximately 40,135 s.f.
4. Water, grade and compact roadway of approximately 49,635 s.f.
5. Apply .25 of AEP prime coat to roadway.
6. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
7. Final clean-up

**Total- \$121,404.00**

FY  
2019/2021

**Section 2:**

**New Construction- Approximately 83,980 s.f.**

1. Excavate existing roadway.
2. Import approximately 6" of road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 of AEP prime coat to roadway.
5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
6. Final Clean- up.

**Total - \$230,513.00**

**Rehabilitation Construction: Approximately 83,980 s.f.**

1. Pulverize existing roadway.
2. Water, grade and compact roadway for proper drainage.
3. Apply .25 of AEP prime coat to roadway.
4. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
5. Final clean-up

**Total- \$182,448.00**

FY  
2020/2021

**Section 3:**

**New Construction – Approximately 89,960 s.f.**

1. Excavate existing roadway approximately 6" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 of AEP prime coat to roadway.
5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
6. Final clean-up.

**Total - \$240,682.00**

**Rehabilitation Construction – Approximately 89,960 s.f.**

1. Pulverize existing roadway.
2. Water, grade and compact roadway for proper drainage.
3. Apply .25 of AEP prime coat to roadway.
4. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
5. Final clean-up

**Total - \$195,372.00**

FY  
2020/2021

#### Section 4

##### New Construction- Approximately 48,040 s.f.

1. Excavate existing roadway approximately 6" deep and remove from site.
  2. Import approximately 6" road base for Quince Street only.
  3. Water, grade and compact road base for proper drainage.
  4. Apply .25 of AEP prime coat to roadway.
  5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
  6. Final clean-up
- Total - \$131,822.00

##### Rehabilitation Construction: Approximately 48,040 s.f.

1. Excavate existing roadway approximately 6" deep and remove from site on Quince Street only.
  2. Import approximately 6" road base for Quince Street only.
  3. Pulverize existing roadway of approximately 33,740 s.f.
  4. Water, grade and compact roadway for proper drainage.
  5. Apply .25 of AEP prime coat to roadway.
  6. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
  7. Final clean-up
  - 8.
- Total - \$112,557.00
- FY  
2020/2021

#### Section 5:

##### New Construction – Approximately 36,930 s.f.

1. Excavate existing roadway approximately 6" deep and remove from site.
  2. Import approximately 6" road base.
  3. Water, grade and compact road base for proper drainage.
  4. Apply .25 of AEP prime coat to roadway.
  5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
  6. Final clean-up.
- Total - \$101,380.00

##### Rehabilitation Construction – Approximately 36,930 s.f.

1. Pulverize existing roadway.
  2. Water, grade and compact roadway for proper drainage.
  3. Apply .25 of AEP prime coat to roadway.
  4. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
  5. Final clean-up
- Total - \$80,171.00
- FY  
2020/2021

**Section 6:**

**New Construction – Approximately 104,240 s.f.**

1. Excavate existing roadways and alleys approximately 8" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Construct approximately 1220 l.f. of 6" wide by 8" deep flush curb in alleys where necessary.
5. Apply .25 AEP prime coat.
6. Install approximately 3" Type "D" hot mix to roadways and alleys.
7. Final clean – up

**Total- \$749,106.00**

FY  
2019/2020

**Rehabilitation Construction- Approximately 104,240 s.f.**

1. Excavate existing alleys approximately 8" deep
2. Import approximately 6" of road base to alleys.
3. Water, grade and compact roadway for proper drainage.
4. Construction approximately 1200 l.f. of 6" wide by 8" deep flush curb in alleys where necessary.
5. Pulverize existing roadways of approximately 56,640 s.f.
6. Water, grade and compact roadway for proper drainage.
7. Apply .25 AEP prime coat to roadways and alley.
8. Install approximately 3" Type "D" hot mix to roadways and alleys.
9. Final clean- up

**Total - \$704,784.00**

**Alt. for Section 6 – Install approximately 2,250 l.f. of 6" wide by 8" deep flush curb on street sections where needed.**

**Total - \$ 78,750.00**

FY  
2019/2020



**Section 7:**

**New Construction- Approximately 44,300 s.f.**

1. Excavate existing roadway approximately 6" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 of AEP prime coat to roadway.
5. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
6. Install approximately 150 l.f. of curb and gutter.
7. Final clean-up.

**Total cost - \$139,742.00**

FY  
2020/2021

**Rehabilitation Construction – Approximately 44,300 s.f.**

1. Pulverize existing roadway of approximately 44,300 s.f.
2. Water, grade and compact roadway for proper drainage.
3. Apply .25 of AEP prime coat to roadway.
4. Apply a 2-course penetration pavement with .65 CRS-2 asphalt, grade 3 and grade 4 rock.
5. Install approximately 150 l.f. of curb and gutter.
6. Final clean-up

**Total - \$121,834.00**

**Parking lots:**

**Old City Hall – 36,771 s.f.**

1. Excavate exiting parking area approximately 8" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 AEP prime coat to parking area.
5. Install approximately 2" Type "D" hot mix.
6. Final clean-up

**Total- \$170,433.00**

No

**City Hall – Approximately 5,075 s.f.**

1. Excavate exiting parking area approximately 8" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 AEP prime coat to parking area.
5. Install approximately 2" Type "D" hot mix.
6. Final clean-up

**Total- \$24,570.00**

This year

FY  
2019/2020

Civic Center- Approximately 5,250 s.f.

1. Excavate exiting parking area approximately 8" deep and remove from site.
2. Import approximately 6" road base.
3. Water, grade and compact road base for proper drainage.
4. Apply .25 AEP prime coat to parking area.
5. Install approximately 2" Type "D" hot mix.

6. Final clean-up

Total - \$26,188.00

FY  
2019/2020

This year

Visitor Center- Approximately 3,500 s.f.

1. Demo existing curb, bushes and tree stumps
2. Excavate parking area approximately 8" deep and remove from site.
3. Install approximately 140 l.f. of 18" curb and gutter.
4. Install approximately 700 s.f. of sidewalk.
5. Import approximately 6" road base.
6. Water, grade and compact 6" for proper drainage.
7. Apply .25 AEP prime coat.
8. Install approximately 2" Type "D" hot mix

9. Final Clean-up

Total- \$39,700.00

FY  
2019/2020

This year



Note: Prices are based on current asphalt prices.

Respectfully submitted,  
Lance Jarratt, President

***THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES. CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.***

**AGREEMENT** made as of the \_\_\_\_ day of \_\_\_\_\_ 2020

**BETWEEN**

the Owner:  
**City of Alpine, Texas**  
100 North 13<sup>th</sup> Street  
Alpine, TX 79830  
(432) 837-3301

**AND**

The Contractor:  
**Jarratt Dirt Works and Paving, Inc.**  
P.O. Box 1147  
Fort Davis, TX 79734  
(432) 426-3140

**REGARDING**

The Project:  
**City of Alpine Street Paving**

**THE OWNER AND CONTRACTOR AGREE AS FOLLOWS:**

1. **THE CONTRACT DOCUMENTS.** The Contract Documents expressly include this Agreement, Addenda issued prior to the execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement. These listed items form the Contract and are all as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. If anything in the other Contract Documents is inconsistent with this Agreement, this Agreement shall govern.
2. **THE WORK OF THIS CONTRACT.** The Contractor shall execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

3. **RELATIONSHIP OF THE PARTIES.** The Contractor accepts the relationship of trust and confidence established by this Agreement and covenants with the Owner to exercise the Contractor's skill and judgment in furthering the interests of the Owner; to furnish efficient business administration and supervision; to furnish at all times an adequate supply of workers and materials; and to perform the Work in an expeditious and economical manner consistent with the Owner's interests. The Owner agrees to furnish or approve, in a timely manner, information required by the Contractor and to make payments to the Contractor in accordance with the requirements of the Contract Documents.
4. **DATE OF COMMENCEMENT.** The date of commencement of the Work shall be the date of this Agreement, unless a different date is stated below, or provision is made for the date to be fixed in a notice to proceed issued by the Owner.
5. **CONTRACT TIME.** The Contract Time shall be measured from the date of commencement.
6. **SUBSTANTIAL COMPLETION.** The Contractor shall achieve Substantial Completion of the entire Work not later than \_\_\_\_ days from the date of commencement, subject to adjustments of this Contract Time as may be provided elsewhere in the Contract Documents.
7. **CONTRACT SUM AND PAYMENT.** The total Contract Sum is not to exceed \_\_\_\_\_. The Contract Sum is the Cost of the Work, as defined in Section 8, and the Contractor's Fee. Owner shall pay Contractor the Contract Sum incrementally, according to the Payment Schedule attached as Exhibit "A" to this Contract. The Payment Schedule provides eight (8) benchmarks, and upon completion of each benchmark to the satisfaction of Owner, Owner shall pay Contractor the completed benchmark's corresponding sum within seven (7) business days of Owner's verification of a benchmark's satisfactory completion.
  - a. **Contractor's Fee.** The Contractor's fee is \_\_\_\_\_. Owner shall pay Contractor's Fee incrementally as described above according to the Payment Schedule.
  - b. **Control Estimate and Contract Time.** The Contractor shall prepare and submit to the Owner, in writing, a Control Estimate. The Control Estimate shall include the estimated Cost of the Work plus the Contractor's Fee. The Control Estimate shall be used to monitor actual costs.

- c. **Control Estimate Shall Include:**
    - i. a list of the clarifications and assumptions made by the Contractor in the preparation of the Control Estimate, to supplement the information provided by the Owner and contained in any Drawings and Specifications;
    - ii. a statement of the estimated Cost of the Work organized by trade categories or systems and the Contractor's Fee; and
    - iii. a project schedule indicating proposed Subcontractors, activity sequences and durations, milestone dates for receipt and approval of pertinent information, schedule of samples, procurement and delivery of materials or equipment requiring long-lead time.
  - d. **Review of Control Estimate.** The Contractor shall meet with the Owner to review the Control Estimate. In the event that the Owner discovers any inconsistencies or inaccuracies in the information presented, Owner shall promptly notify the Contractor, who shall make appropriate adjustments to the Control Estimate. When the Control Estimate is acceptable to the Owner, the Owner shall acknowledge it in writing. The Owner's acceptance of the Control Estimate does not imply that the Control Estimate constitutes a Guaranteed Maximum Price.
  - e. **Cost Control System.** The Contractor shall develop and implement a detailed system of cost control that will provide the Owner with timely information as to the anticipated total Cost of the Work. The cost control system shall compare the Control Estimate with the actual cost for activities in progress and estimates for uncompleted tasks and proposed changes. This information shall be reported to the Owner, in writing, no later than the Contractor's first Application for Payment for completion of first benchmark and shall be revised at mutually agreed-upon intervals.
8. **COST OF THE WORK.** The Contractor shall pay for the Cost of the Work, which will be reimbursed pursuant to the Payment Schedule. The term Cost of the Work shall mean costs necessarily incurred by the Contractor in the proper performance of the Work. Such costs shall be at rates not higher than the standard paid at the place of the Project except with prior consent of the Owner. The Cost of the Work shall include only the items set forth in this Section 8.
- a. **Labor Costs.** Wages of construction workers directly employed by the Contractor to perform the construction of the Work at the site or, with the Owner's approval, at off-site workshops; wages or salaries of the Contractor's supervisory and administrative personnel when stationed at the site with the Owner's approval; wages and salaries of the Contractor's supervisory or administrative personnel engaged at factories, workshops or on the road, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work; and costs paid or incurred by the

Contractor for taxes, insurance, contributions, assessments and benefits required by law or collective bargaining agreements and, for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work.

- b. **Subcontractor Costs.** Payments made by the Contractor to Subcontractors in accordance with the requirements of the subcontracts.
- c. **Costs of Material and Equipment Incorporated in the Completed Construction.** Costs including transportation and storage at the site of materials and equipment incorporated, or to be incorporated, in the completed construction. Costs of materials described in the preceding sentence in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the Owner's property at the completion of the Work or, at the Owner's option, shall be sold by the Contractor. Any amounts realized from such sales shall be credited to the Owner as a deduction from the Cost of the Work.

1. PHASES - SCOPE OF WORK

- CHECK OFF SHEETS  
INSPECTED: ACCEPTED BY PWD

2.) WHAT ARE ~~MILESTONES~~ <sup>★</sup>

3.) NEEDS TO BE CLEAR

4.)

ADMIT SPEC'S TO CONTRACT →

## AIA DOCUMENT G702

**PROJECT:** Street Paving Project  
Visitor Center

INVOICE NO: **Schedule of Values** **[X] CONTRACTOR**

|               |          |
|---------------|----------|
| INVOICE DATE: | 03/10/20 |
| PERIOD TO:    | 03/10/20 |

CONTRACTOR'S JOB NO:

**CONTRACT DATE:**

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet. AIA Document G703. is attached.

|   |                            |             |
|---|----------------------------|-------------|
| 1. ORIGINAL CONTRACT SUM  |                            | \$39,700.00 |
| 2. Net change by Change Orders  |                            |             |
| 3. CONTRACT SUM TO DATE (Line 1+/- 2)                                     |                            |             |
| 4. TOTAL COMPLETED AND STORED TO DATE                                     | (Column G on G703)         |             |
| 5. RETAINAGE:   |                            |             |
| a. 0% of Completed Work   | (Column D + E on G703)     |             |
| b. 0% of Stored Material  | (Column F on G703)         | \$0.00      |
| Total Retainage (Line 5a + 5b or Total in Column I of G703)               |                            |             |
| 6. TOTAL EARNED LESS RETAINAGE  | (Line 4 less Line 5 Total) | \$0.00      |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) |                            |             |
| 8. CURRENT PAYMENT DUE  |                            |             |
| 9. BALANCE TO FINISH, PLUS RETAINAGE                                      | (Line 3 less Line 6)       |             |

State of Texas

County of

Jeff Davis

**Notary Public:**

**Witness my hand and official seal:**

## AIA DOCUMENT G703

## Visitor Center

**INVOICE NO: Schedule of Values**

INVOICE DATE:

PERIOD TO:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK             | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED<br>FROM PREVIOUS<br>APPLICATION<br>(D + E) | E<br>WORK COMPLETED<br>THIS PERIOD | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G<br>TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(G ÷ C) | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE |
|------------------|--------------------------------------|-------------------------|--|------------------------------------|---|---|--------------|--------------------------------------|----------------|
| 1                | Mobilization                         | \$5,000.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 2                | Demolition                           | \$3,250.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 3                | Excavate of parking area             | \$2,184.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 4                | Install curb and gutter              | \$6,916.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 5                | Install sidewalks                    | \$8,190.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 6                | Import base course                   | \$4,095.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 7                | Prime coat                           | \$1,765.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 8                | Install 2" Type "D" Hot Mix Pavement | \$7,300.00              |  |                                    |   |   |              |                                      | #VALUE!        |
| 9                | Final Clean-up                       | \$1,000.00              |  |                                    |   |   |              |                                      | #VALUE!        |
|                  | GRAND TOTALS                         | \$39,700.00             | \$0.00   | \$0.00                             | \$0.00  | \$0.00  | 0.00%        | \$0.00                               | #VALUE!        |



FY 2019-2020

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO: City of Alpine  
100 N. 11th St.  
Alpine, Texas 79830

FROM: Jarratt Dirt Work & Paving, Inc.  
PO Box 1147  
Fort Davis, Texas 79734  
Lance Jarratt, President  
(432) 426-3592 Phone  
(432) 426-3140 Fax

PROJECT: Street Paving Project  
Section 5

APPLICATION NO: Schedule of Values

INVOICE NO: Schedule of Values ☒ CONTRACTOR

INVOICE DATE: 03/10/20

PERIOD TO: 03/10/20

DISTRIBUTION TO:

CONTRACT NO: CONTRACTOR'S JOB NO: CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

| CHANGE ORDER SUMMARY                                    |               |           |            |
|---|---------------|-----------|------------|
| Change Orders approved in previous months by Contractor |               | ADDITIONS | DEDUCTIONS |
| TOTAL   |               | \$0.00    |            |
| Approved this Month                                     |               |           |            |
| Number  | Date Approved |           |            |
|   |               |           |            |
| TOTALS  |               | \$0.00    | \$0.00     |
| Net Change by Change Orders                             |               | \$0.00    | \$0.00     |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date:

1. ORIGINAL CONTRACT SUM \$827,856.00

2. Net change by Change Orders

3. CONTRACT SUM TO DATE (Line 1 + 2)

4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)

5. RETAINAGE:

a. 0% of Completed Work (Column D + E on G703)

b. 0% of Stored Material (Column F on G703) \$0.00

Total Retainage (Line 5a + 5b or Total in Column I of G703)

6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$0.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE

9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)

State of Texas County of Jeff Davis

Subscribed and sworn to before me this

Notary Public:

My Commission Expires:

Witness my hand and official seal:

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES 2 of 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing **Section 6** APPLICATION NO: Schedule of Values  
 Contractor's signed certification is attached. INVOICE NO: Schedule of Values

CONTRACTOR: Jarratt Dirt Work & Paving, Inc. INVOICE DATE: PERIOD TO:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK     | C<br>SCHEDULED<br>VALUE | D                                       | E                             | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G  |              | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE |
|------------------|------------------------------|-------------------------|---|-------------------------------|---|--|--------------|--------------------------------------|----------------|
|                  |                              |                         | FROM PREVIOUS<br>APPLICATION<br>(D + E) | WORK COMPLETED<br>THIS PERIOD |   | TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(G ÷ C) |                                      |                |
| 1                | Mobilization                 | \$10,000.00             |   |                               |   |  |              |                                      | #VALUE!        |
| 2                | Excavate roadways and alleys | \$86,256.00             |   |                               |   |  |              |                                      | #VALUE!        |
| 3                | Install curbs in alley       | \$50,820.00             |   |                               |   |  |              |                                      | #VALUE!        |
| 4                | Install curbs in roadways    | \$78,750.00             |   |                               |   |  |              |                                      | #VALUE!        |
| 5                | Import base course           | \$111,360.00            |   |                               |   |  |              |                                      | #VALUE!        |
| 6                | Prime coat                   | \$12,420.00             |   |                               |   |  |              |                                      | #VALUE!        |
| 7                | Install 3" Type "C" Hot Mix  | \$475,000.00            |   |                               |   |  |              |                                      | #VALUE!        |
| 8                | Final Clean-up               | \$3,250.00              |   |                               |   |  |              |                                      | #VALUE!        |
| GRAND TOTALS     |                              | \$827,856.00            | \$0.00                                  | \$0.00                        | \$0.00  | \$0.00   | \$0.00       | 0.00%                                | \$0.00         |
|                  |                              |                         |   |                               |   |  |              |                                      | #VALUE!        |

F-1 2019.2020

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO: City of Alpine  
100 N. 13th St.  
Alpine, Texas 79830

FROM: Jarratt Dirt Work & Paving, Inc.  
PO Box 1147  
Fort Davis, Texas 79734  
Lance Jarratt, President  
(432) 426-3592 Phone  
(432) 426-3140 Fax

PROJECT: Street Paving Project  
City Hall

APPLICATION NO: Schedule of Values

INVOICE NO: Schedule of Values [X] CONTRACTOR

INVOICE DATE: 03/10/20

PERIOD TO: 03/10/20

CONTRACT NO:

CONTRACTOR'S JOB NO:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

| CHANGE ORDER SUMMARY                                    |               |           | DEDUCTIONS |
|---|---------------|-----------|------------|
| Change Orders approved in previous months by Contractor | TOTAL         | ADDITIONS |            |
| Approved this Month                                     |               |           |            |
| Number  | Date Approved |           |            |
| TOTALS  |               | \$0.00    | \$0.00     |
| Net Change by Change Orders                             |               | \$0.00    | \$0.00     |

1. ORIGINAL CONTRACT SUM \$24,570.00
2. Net change by Change Orders
3. CONTRACT SUM TO DATE (Line 1 +/- 2)
4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)
5. RETAINAGE:
  - a. 0% of Completed Work (Column D + E on G703)
  - b. 0% of Stored Material (Column F on G703) \$0.00Total Retainage (Line 5a + 5b or Total in Column I of G703) \$0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date:

State of Texas  
Subscribed and sworn to before me this  
Notary Public:  
My Commission Expires:  
Witness my hand and official seal:

County of Jeff Davis

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES 2 of 2

AIA Document G703, APPLICATION AND CERTIFICATION FOR PAYMENT, containing  
 City Hall APPLICATION NO: Schedule of Values  
 INVOICE NO: Schedule of Values  
 Contractor's signed certification is attached.

CONTRACTOR: Jarratt Dirt Work & Paving, Inc.  
 PERIOD TO: INVOICE DATE:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK             | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED<br>FROM PREVIOUS<br>APPLICATION<br>(D + E) | E<br>WORK COMPLETED<br>THIS PERIOD | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G<br>TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE |
|------------------|--------------------------------------|-------------------------|--|------------------------------------|---|---|--------------------------------------|----------------|
| 1                | Mobilization                         | \$5,000.00              |  |                                    |   |   |                                      | #VALUE!        |
| 2                | Excavate parking area                | \$2,520.00              |  |                                    |   |   |                                      | #VALUE!        |
| 3                | Import base course                   | \$4,680.00              |  |                                    |   |   |                                      | #VALUE!        |
| 4                | Prime coat                           | \$1,600.00              |  |                                    |   |   |                                      | #VALUE!        |
| 5                | Install 2" Type "D" Hot Mix Pavement | \$8,880.00              |  |                                    |   |   |                                      | #VALUE!        |
| 6                | Final Clean-up                       | \$1,890.00              |  |                                    |   |   |                                      | #VALUE!        |
|                  | <b>GRAND TOTALS</b>                  | \$24,570.00             | \$0.00   | \$0.00                             | \$0.00  | \$0.00  | \$0.00                               | #VALUE!        |

6-1 2009.2020

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO: City of Alpine  
100 N. 13th St.  
Alpine, Texas 79830

PROJECT: Street Paving Project  
Civic Center

APPLICATION NO: Schedule of Values

INVOICE NO: Schedule of Values ☒ CONTRACTOR

INVOICE DATE: 03/10/20

PERIOD TO: 03/10/20

DISTRIBUTION TO:

FROM: Jarrah Dirn Work & Paving, Inc.  
PO Box 1147  
Fort Davis, Texas 79734  
Lance Jarrah, President  
(432) 426-3592 Phone  
(432) 426-3140 Fax

CONTRACT NO: CONTRACTOR'S JOB NO: CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

| CHANGE ORDER SUMMARY                                    |               |           | DEDUCTIONS |
|---|---------------|-----------|------------|
| Change Orders approved in previous months by Contractor |               | ADDITIONS |            |
| TOTAL   |               | \$0.00    |            |
| Approved this Month                                     |               |           |            |
| Number  | Date Approved |           |            |
| TOTALS  |               | \$0.00    | \$0.00     |
| Net Change by Change Orders                             |               | \$0.00    | \$0.00     |

1. ORIGINAL CONTRACT SUM \$26,188.00
2. Net change by Change Orders
3. CONTRACT SUM TO DATE (Line 1 + 2)
4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)
5. RETAINAGE:
  - a. 0% of Completed Work (Column D + E on G703)
  - b. 0% of Stored Material (Column F on G703)
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date:

State of Texas  
Subscribed and sworn to before me this  
Notary Public:  
My Commission Expires:  
Witness my hand and official seal:

County of Jeff Davis





# CITY COUNCIL

## AGENDA REQUEST

|  |   |                                 |                       |
|--|---|---------------------------------|-----------------------|
| <b>AGENDA FOR COUNCIL MEETING:</b><br><b>INITIATED BY:</b> | <b>MARCH 17, 2020</b><br><br><b>ERIK ZIMMER</b>   | <b>AGENDA REQUEST NO:</b>       | <b>ACTION</b>         |
| <b>PRESENTED BY:</b>                                       | <b>ERIK ZIMMER</b>  | <b>RESPONSIBLE DEPARTMENT:</b>  | <b>ADMINISTRATION</b> |
|  |   | <b>FINANCE DIRECTOR:</b>        | <b>MEGAN ANTRIM</b>   |
|  |   | <b>ADDITIONAL DIRECTOR (S):</b> |                       |
| <b>SUBJECT / PROCEEDING:</b>                               | <b>DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON THE FIRST READING OF ORDINANCE 2020-03-03, ESTABLISHING LIMIT PARKING TO 30 MINUTES BETWEEN THE HOURS OF 8:00AM AND 5:00PM ON WEEKDAYS IN THE 100 BLOCK OF WEST AVENUE E, LOCATED BETWEEN 5<sup>TH</sup> STREET AND 6<sup>TH</sup> STREET ON BOTH THE NORTH AND SOUTH SIDES OF THE ROADWAY</b> |                                 |                       |
| <b>EXHIBITS:</b>   |   |                                 |                       |
| <b>CLEARANCES</b>  |   | <b>APPROVAL</b>                 |                       |
| <b>LEGAL:</b>  | <b>CITY ATTORNEY</b>  | <b>ROD PONTON:</b>              | <hr/>                 |
| <b>FINANCE:</b>  | <b>FINANCE DIRECTOR</b>   | <b>MEGAN ANTRIM:</b>            | <hr/>                 |
| <b>APPROVAL:</b>   | <b>CITY MANAGER</b>   | <b>ERIK ZIMMER:</b>             | <hr/>                 |
| <b>BUDGET</b>  |   |                                 |                       |
| <b>EXPENDITURE REQUIRED: \$</b>                            |   | <b>0</b>                        |                       |
| <b>SAVINGS ANTICIPATION: \$</b>                            |   |                                 |                       |
| <b>CURRENT BUDGET FY2018-2019: \$</b>                      |   | <b>0</b>                        |                       |
| <b>ADDITIONAL FUNDING: \$</b>                              |   |                                 |                       |
| <b>RECOMMENDED ACTION</b>                                  |   |                                 |                       |
|  |   |                                 |                       |
| <b>EXECUTIVE SUMMARY</b>                                   |   |                                 |                       |
|  |   |                                 |                       |

5. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-03, establishing limit parking to 30 minutes between the hours of 8:00am and 5:00pm on weekdays in the 100 block of West Avenue E, located between 5<sup>th</sup> street and 6<sup>th</sup> street on both the North and South sides of the roadway. (R. Stephens, City Council)



STATE OF TEXAS  
CITY OF ALPINE

COUNTY OF BREWSTER

**ORDINANCE 2020-03-03**

**AN ORDINANCE TO LIMIT PARKING TO 30 MINUTES BETWEEN THE HOURS OF 8:00AM AND 5:00PM ON WEEKENDS IN THE 100 BLOCK OF WEST AVENUE E, LOCATED BETWEEN 5TH STREET AND 6TH STREET ON BOTH THE NORTH AND SOUTH SIDES OF THE ROADWAY.**

**WHEREAS**, one of the key recommendations of the Alpine Downtown Vision Plan is to improve parking in the downtown area in order to improve opportunities for commerce and tourism; and

**WHEREAS**, vehicle parking during weekday business hours is normally short term (30 minutes or less), and parking after business hours and over the weekend is normally longer than 30 minutes and sometimes overnight; and

**WHEREAS**, the City Council has determined that balancing the needs of those who utilize city street parking during weekday business hours and those who utilize city street parking after weekday business hours and on the weekends is in the best interest of the City and the citizens.

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

**SECTION 1.** A 30 minute parking limit is hereby established on the north and south sides of the 100 block of West Ave E, located between 5<sup>th</sup> street and 6<sup>th</sup> street during the hours of 8 am – 5 pm Monday through Friday, except on holidays.

**SECTION 2.** The placement or removal of necessary signage and markings for these changes shall be implemented as provided in the Texas Transportation Code.

**PASSED AND ADOPTED THIS 7<sup>TH</sup> DAY OF APRIL, 2020 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.**

**INTRODUCTION AND FIRST READING  
MARCH 17, 2020**

**SECOND AND FINAL READING  
APRIL 7, 2020**

\_\_\_\_\_  
**Andres "Andy" Ramos, Mayor  
City of Alpine**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Cynthia Salas, City Secretary  
City of Alpine**

\_\_\_\_\_  
**Rod Ponton, City Attorney  
City of Alpine**



309 West Sul Ross Avenue  
Alpine, Texas 79830

---

Chief Robert Martin  
Telephone (432) 837-3486

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

March, 2020

To: Eric Zimmer  
City Manager

From: Robert Martin  
Chief of Police

Ref: Parking on 5<sup>th</sup> Street

I am requesting the Alpine City Counsel pass a city ordinance to limit parking to, 30-minute parking, between 8am-5pm in the 100 block of West Avenue E. This parking area is on West Avenue E, located between 5<sup>th</sup> Street and 6<sup>th</sup> Street. I recommend both the North and South side of the roadway to be limited to the 30-minute parking and be marked with signs. This action would assist the public in locating a parking place in this area when conducting business in the Tax Office, Capital Farm Credit, Talley-Reed Insurance or Trans Pesos Bank.

Please contact me if any further information is needed in this request.

Robert Martin  
Chief of Police  
Alpine, Texas



# CITY COUNCIL

## AGENDA REQUEST

|  |  |                                 |                       |
|--|--|---------------------------------|-----------------------|
| <b>AGENDA FOR COUNCIL MEETING:<br/>INITIATED BY:</b> | <b>MARCH 17, 2020</b>  | <b>AGENDA REQUEST NO:</b>       | <b>ACTION</b>         |
|  | <b>ERIK ZIMMER</b>   | <b>RESPONSIBLE DEPARTMENT:</b>  | <b>ADMINISTRATION</b> |
| <b>PRESENTED BY:</b>                                 | <b>ERIK ZIMMER</b>   | <b>FINANCE DIRECTOR:</b>        | <b>MEGAN ANTRIM</b>   |
|  |  | <b>ADDITIONAL DIRECTOR (S):</b> |                       |
| <b>SUBJECT / PROCEEDING:</b>                         | <b>DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON THE FIRST READING OF ORDINANCE 2020-03-04, AN ORDINANCE FOR THE PLACEMENT OF A NO PARKING SIGNS INSIDE THE OLD TOWN SQUARE PARKING LOT THAT IS CURRENTLY DESIGNATED NO PARKING.</b> |                                 |                       |
| <b>EXHIBITS:</b>                                     |  |                                 |                       |
| <b>CLEARANCES</b>                                    |  | <b>APPROVAL</b>                 |                       |
| <b>LEGAL:</b>  | <b>CITY ATTORNEY</b>   | <b>ROD PONTON:</b>              | <hr/>                 |
| <b>FINANCE:</b>                                      | <b>FINANCE DIRECTOR</b>  | <b>MEGAN ANTRIM:</b>            | <hr/>                 |
| <b>APPROVAL:</b>                                     | <b>CITY MANAGER</b>  | <b>ERIK ZIMMER:</b>             | <hr/>                 |
| <b>BUDGET</b>  |  |                                 |                       |
| <b>EXPENDITURE REQUIRED: \$</b>                      |  | <b>0</b>                        |                       |
| <b>SAVINGS ANTICIPATION: \$</b>                      |  |                                 |                       |
| <b>CURRENT BUDGET FY2018-2019: \$</b>                |  | <b>0</b>                        |                       |
| <b>ADDITIONAL FUNDING: \$</b>                        |  |                                 |                       |
| <b>RECOMMENDED ACTION</b>                            |  |                                 |                       |
|  |  |                                 |                       |
| <b>EXECUTIVE SUMMARY</b>                             |  |                                 |                       |
|  |  |                                 |                       |

6. Discuss, consider, and take appropriate action on the first reading of Ordinance 2020-03-04, an Ordinance for the placement of a No Parking signs inside the Old Town Square parking lot that is currently designated No Parking. (R. Stephens, City Council)

**STATE OF TEXAS  
CITY OF ALPINE**

**COUNTY OF BREWSTER**

**ORDINANCE 2020-03-04**

**AN ORDINANCE FOR THE PLACEMENT OF NO PARKING SIGNS INSIDE THE OLD TOWN SQUARE PARKING LOT THAT IS CURRENTLY DESIGNATED NO PARKING.**

**WHEREAS**, there are areas inside the City owned Old Town Square parking lot that are designated as no parking in order to prevent vehicular accidents and keep pedestrians safe; and

**WHEREAS**, the designated no parking areas are marked with the curb painted yellow; and

**WHEREAS**, there is confusion about the meaning of the yellow curb as meaning no parking; and

**WHEREAS**, the City Council has determined that signage is necessary to ensure clarity about area being designated as no parking is the best interests of the City and the citizens.

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

**SECTION 1.** The placement of necessary signage and markings for these changes shall be implemented as provided in the Texas Transportation Code.

**SECTION 2.** The Alpine Police Department shall take appropriate action to ensure the enforcement of the no parking areas.

**PASSED AND ADOPTED THIS 7<sup>TH</sup> DAY OF APRIL, 2020 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.**

**INTRODUCTION AND FIRST READING  
MARCH 17, 2020**

**SECOND AND FINAL READING  
APRIL 7, 2020**

\_\_\_\_\_  
**Andres "Andy" Ramos, Mayor  
City of Alpine**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Cynthia Salas, City Secretary  
City of Alpine**

\_\_\_\_\_  
**Rod Ponton, City Attorney  
City of Alpine**



309 West Sul Ross Avenue  
Alpine, Texas 79830

---

Chief Robert Martin  
Telephone (432) 837-3486

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

February 27, 2020

To: Eric Zimmer  
City Manager

From: Robert Martin  
Chief of Police

Ref: Old Town Square

I am requesting the Alpine City Counsel pass a city ordinance to allow Officers to enforce no parking inside the Old Town Square parking lot. This parking lot is located at the corner of 5<sup>th</sup> street and Sul Ross Avenue. The curb is already painted yellow and runs north and south, inside the parking lot. The area needs a "NO PARKING" sign installed by the yellow curb to advise the public. The safety to the public is a concern when parking in the designated no parking area. This would assist the Alpine Police Department to possibly prevent accidents inside the parking lot and keep pedestrians walking safe.

Please contact me if any further information is needed in this request.

Robert Martin  
Chief of Police  
Alpine, Texas