

City of Alpine
Regular City Council Meeting
Tuesday, November 6, 2018
5:30 P.M.
Minutes

WORKSHOP AGENDA

1. **Call to Order**
2. **Determination of a quorum and proof of notice of meeting**
3. **Workshop on revised Employee Handbook** – Feedback provided on revised employee handbook. At the conclusion of the workshop, all council members agreed to provide additional feedback directly to the Director of HR.

AGENDA

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 Civic Center at 801 West Holland in the City of Alpine, Texas. JoBeth McLeod 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 Fitzgerald, Councilor Escovedo, Council Stephens and Mayor Ramos were present. City Secretary, Cynthia Salas was absent. City Manager Jessica Garza reported that the meeting had been posted at 1:00 P.M. on November 2, 2018. Megan Antrim, and Abel Hinojos were also present.
3. **Presentations, recognitions and proclamations** – (A. Ramos, Mayor) –
 - A. Happy November Birthday to the following employees:
 - Robert Llanez
 - Michelle Plante
 - Aaron Rodriguez
 - Derek Stratton
 - Christina Mansfield
 - B. Employee years of service:
 - Megan Antrim - 5 years of service – Finance Department
 - Ruben Hernandez Jr. – 5 years of service – Street Department
 - Riley Smith – 10 years of service – Airport Department
 - C. Certificate of Appreciation for Curtis Lilley.
4. **Reports** –
 - City Mayor's Report** – (A. Ramos, Mayor) –
 - City Manager Report** – (Jessica Garza, City Manager)
 - A. Update on activities. – Including City support for the Christmas Angel program. Collecting food for Thanksgiving baskets and the Christmas parade. Also presented was the plan for monthly presentations hosted by the City Manager

for the purpose of direct dialogue and exchange in the community. The first meeting will be December 11th at the Alpine County Club.

City Staff Updates –

- A. Quarterly Report – Police Dept./Animal Control by Chief Scown.
- B. Monthly Report – September Monthly Revenue/Expense Report by Director of Finance Megan Antrim.
- C. Quarterly Report – 4th quarter Investment Report by Director of Finance Megan Antrim.

5. Public Hearings –

- A. Public Hearing to obtain citizen's view and comments of Ordinance No. 2018-10-02 Repealing Ordinance 2017-05-03, which designated to include only right-hand turn at the East and West intersection of Sul Ross Avenue and North 5th Street. – No Comments
- B. Public Hearing to obtain citizen's view and comments of Ordinance No. 2018-10-03 Repealing Ordinance 2016-04-01, establishing No Parking zones as follows: 1) No Parking with the exception of a 20 minute loading zone for the remainder of the area fronting Printco on the East side of South 5th Street. – No Comments
- C. Public Hearing to obtain citizen's view and comments of Ordinance No. 2018-10-04 Repealing Ordinance 2008-09-07, which designated to place traffic control signs and designating an area in front of Digital Studios a loading and unloading zone. – No Comments
- D. Public Hearing to obtain citizen's view and comments of Ordinance No. 2018-10-05 Repealing Ordinance 2008-04-01, which designated no parking on the East side of 6th Street on the 100 block of North 6th Street and designating a loading and unloading zone. – No Comments

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

- A. **Approve minutes from City Council meeting on October 16, 2018. (J. Garza, City Manager)**
- B. **Discuss, consider, and take action to approve updated job descriptions. (J. Garza, City Manager)**
 - a. City Manager
 - b. Director of Finance
 - c. Fire-Chief Marshall
 - d. Technician I, II, III

- C. Discuss, consider, and take action to approve a refund of security fee for the “Boogie Nights” fundraiser for Alpine Police and Brewster County Sheriff Holiday activities. (J. Garza, City Manager)
- D. Discuss, consider, and take action to approve resolution 2018-11-06 for the Texas Department of Transportation supporting the closure of 5th street November 16-17, 2018. (J. Garza, City Manager)
- E. Approve appointing Isabelle Blair to be the secretary for the Airport Advisory Board. (R. Stephens, City Manager)

Motion was made by Councilor Stephens, by Resolution 2018-11-02, to approve the consent agenda as written and pull item B and item D to action items. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

7. Information or Discussion items –

- A. Quarterly Reports – Alpine Fire Department by Mike Scudder.

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

- B. Discuss, consider, and take action to approve updated job descriptions. (J. Garza, City Manager)

- a. City Manager
- b. Director of Finance
- c. Fire-Chief Marshall
- d. Technician I, II, III

Motion was made by Councilor Stephens, by Resolution 2018-11-03 to table item. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

- C. Discuss, consider, and take action to approve resolution 2018-11-06 for the Texas Department of Transportation supporting the closure of 5th street November 16-17, 2018. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-11-06 to approve the resolution for the Texas Department of Transportation supporting the closure of 5th street November 16-17, 2018. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

- 8. Discuss, consider, and take action waiving of annual PILOT (payment in lieu of Taxes) fees for the Alpine Housing Authority. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-11-04 to approve waiving the annual PILOT (payment in lieu of Taxes) fees for the Alpine Housing Authority. Motion was seconded by Councilor Fitzgerald. Councilor Curry, Councilor Olivas, Councilor Fitzgerald, and Councilor Stephens for and Councilor Escovedo abstained. Motion carried 4 to 1.

9. Discuss, consider, and take action to approve the updated personnel policies and guidelines. (J. Garza, City Manager) – Motion was made by Councilor Fitzgerald, by Resolution 2018-11-05 to delete. Motion was seconded by Councilor Escovedo . Motion unanimously carried.
10. Discuss, consider, and take action of Ordinance 2018-08-02 Repealing Ordinance 2010-07-02, which designated a one-way street on 6th street between Ave E. and Holland Ave. with traffic flowing North and South; and providing the necessary signs for the designation as a two-way street as provided in the Texas Transportation Code. (M. Curry, City Council) Motion was made by Councilor Curry, by Resolution 2018-11-07 of Ordinance 2018-08-02 Repealing Ordinance 2010-07-02, which designated a one-way street on 6th street between Ave E. and Holland Ave. with traffic flowing North and South; and providing the necessary signs for the designation as a two-way street as provided in the Texas Transportation Code. Motion was seconded by Councilor Escovedo. Motion failed.
11. Discuss, consider, and take action to approve Resolution 2018-11-01, the process of Ordinances for the City of Alpine. (R. Stephens, City Council) – Motion was made by Councilor Stephens, Resolution 2018-11-01 to approve the process of Ordinances for the City of Alpine. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

12. Councilmember Comments and Answers –

Councilor Stephens – No comment

Councilor Escovedo – No comment

Councilor Fitzgerald – No comment

Councilor Olivas – No comment

Mayor Ramos – No comment

13. Executive Session – Pursuant to Texas Government Code –

A. Discuss, consider, and take action regarding the status of the City Secretary. (J. Garza, City Manager)

B. Discuss a proposal to negotiate the sale of the natural gas enterprise. (J. Garza, City Manager)

Motion was made by Councilor Stephens, by Resolution 20018-11-08 to go into executive Session. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried. (6:56 pm)

14. Action after Executive Session –

Motion was made by Councilor Fitzgerald, by Resolution 2018-11-09 to come back into session. Motion was seconded by Councilor Curry. (8:21pm)

A. Take action, if any, regarding the status of the City Secretary. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-11-09 to take no action. Motion was seconded by Councilor Fitzgerald. Motion unanimously carried.

B. Take action, if any, the sale of the natural gas enterprise. (J. Garza, City Manager) – Motion was made by Councilor Stephens, by Resolution 2018-11-10 to take no action. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

15. Adjournment – There being no further action. Meeting was adjourned

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

I certify that this notice was posted at 1:00 P.M. on November 2, 2018, 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.

Andres "Andy" Ramos, Mayor

Attest:

Cynthia Salas, City Secretary

I, Cynthia Salas, City Secretary, do certify that this notice was posted at 1:00 P.M. on November 2, 2018, and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Cynthia Salas, City Secretary