

**City of Alpine  
Workshop Meeting and  
Regular City Council Meeting  
Tuesday, March 20, 2018  
5:00 P.M.  
Minutes**

**WORKSHOP MEETING – 5:00PM  
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. Jobeth McLeod gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.

2. **Determination of quorum and proof of notice of the meeting.** – Councilor Curry, Councilor Olivas, Councilor Escovedo, Councilor Stephens and Mayor Ramos were present. Councilor Fitzgerald was absent and unexcused. City Secretary Cynthia Salas reported that the meeting notice had been posted at 1:00 P.M. on March 16, 2018. City Manager Jessica Garza, Assistant City Manager/Finance Director Antrim, and Abel Hinojos were also present.

3. **Workshop**

A. **Presentation and discussion regarding the 90-day status report for the City of Alpine. (Jessica Garza, City Manager)-** City Manager, Jessica Garza shared with Council that at the last meeting she had presented Council with the 90-day status report and included in their packets an implementation schedule for some of the items that are on the list. She stated most important was putting into place all the appropriate policies that are necessary to create a good foundation.

**CITY COUNCIL REGULAR MEETING – 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. Dick Zimmer gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.

2. **Determination of quorum and proof of notice of the meeting.** – Councilor Curry, Councilor Olivas, Councilor Escovedo, Councilor Stephens and Mayor Ramos were present. Councilor Fitzgerald was absent and unexcused. City Secretary Cynthia Salas reported that the meeting notice had been posted at 1:00 Council Minutes: 3-6-2018

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P.M. on March 16, 2018. City Manager Jessica Garza, Assistant City Manager/Finance Director Antrim, and Abel Hinojos were also present.

3. Presentations, recognitions and proclamations. – (A. Ramos, Mayor) – NONE

4. Reports –

City Mayor’s Report – (Andy Ramos, Mayor) – NONE

City Manager Report – (Jessica Garza, City Manager) – NONE

City Staff Updates –

A. Quarterly Reports – Visitor Center by Ellen Melvin, Tourism Coordinator. – Ellen Melvin went over the report that was in Council packets. For the end of the quarter ending in December 2017, there were 513 less than we did in 2016. Ms. Melvin stated she was not sure how accurate the records were since that was during the time the Chamber of Commerce was overseeing the visitor center. She stated the figures didn’t match the paperwork she has. The Visitor Center has been busy the last several months and has started to do public booths at different events happening in town. Spring break week was busy with 602 visiting the visitor center. Chris Ruggia updated Council that he administers and carries out the general tourism promotion for the line items that Council approves each year. Chris Ruggia has been reporting on everything since the fiscal year started. Chris briefly covered what was in Council packets.

B. Quarterly Reports – Airport Advisory Board by Chair Kip Angel – Chair Kip Angel was not present for the quarterly report presentation.

C. Quarterly Reports – February 2018 Monthly Revenue/Expense Report by Megan Antrim, Director of Finance. – Megan went over the report that was in Council packets. She briefly covered highlights of the report. The general fund as of February 28, 2018-59% has been collected which is \$2,703,216. The property tax at the end of February collected was 90% which was \$1,487,660. On the sales tax, 42% was collected which was \$ 762,586. The Expenditures are at 33% which is only \$1,478,175. The employee expenses are at 39% which was \$993,306. The water/solid waste/sanitation fund revenues were at 40% for the year with \$1,750,104 being brought in, with our expenditures also being at 40% at \$1,710,056. The airport fund total revenues were at 47% which was \$263,841, collecting 90% of the lease payments. The expenditures are at 42% which was \$235,585. The hotel/motel total revenue was 42% which was \$294,846. The miscellaneous is \$20,413 which was money that was brought back from the Chamber of Commerce, so that is not part of the tax collection. The expenditures are at 18% which is \$126,781. The gas department for the year has brought in 56% which is \$972,828; the expenditures are at

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32% which is \$535,866. The interest & sinking, in February the debt payment was made, the first payment out of the two for the year, so the expenses were 80% which was \$486,193 with that being just partial payment for this fiscal year with the remaining being paid in September. Total revenues for the fiscal year 98% which is %557,022.

5. Public Hearings – NONE

6. Consent Agenda – (Minutes, Financial Reports, Department written reports, board appointments etc.) – Notice to the public – The following item is 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 February 20, 2018 and March 6, 2018. (Jessica Garza, City Manager)

Motion was made by Councilor Stephens, by Resolution 2018-03-07, to approve the consent agenda as written. Seconded by Councilor Olivas. Motion unanimously carried.

7. Information or Discussion Items –

A. Quarterly Reports – Sunshine House by Executive Director Judy Ford. – Ms. Judy Ford updated Council with reports provided in the Council packets. The City has supported the Sunshine House for the last 40 years. Ms. Ford quoted their mission statement and covered facts about the Sunshine House. The number of meals provided in 2017; home delivered – 30,715; congregate – 7,577; holiday meals 1069 (when sunshine house closed); shelf stable meals for bad weather days – 2 boxes. The city is divided in nine routes with approximately 47 volunteers to deliver. Drivers also do a wellness check on clients and report to the Sunshine House if help is needed. The cost of each meal is \$6.75, the Texas Health and Human Services reimburses the Sunshine House \$4.95 for each meal approved. The Area Agency and Aging reimburses the Sunshine House \$6.12 for each approved meal. The Sunshine House pays for meals on any clients who have not completed the paperwork or have not been approved by either HHS or AAA until they are approved by either program. Last year the Sunshine House served 3,162 meals to unapproved clients. The Sunshine House has purchased a new 6,000 square foot facility with 3 ADA compliant restrooms, walk-in refrigerator and freezer, quilting room, large dining area, and the building is handicap accessible from the back entrance. The budget for the entire project is \$833,000. The estimated move in date is June 2018.

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B. Quarterly Reports – First Flight by Director Clinical/Medical Operations, Red Gerhart. – Director Clinical/Medical Operations Red Gerhart updated Council with 4<sup>th</sup> quarter 2017 totals of 25 ground transports, 69 air transports, and 13 missed. Mr. Gerhart explained to Council that the missed were not actual missed runs but runs that were delayed until another unit was available to transport. That means waiting for another aircraft to fly in or another ground ambulance. In January 2018 there were 8 ground transports, 34 air transports and 3 missed. In February there were 5 ground transports, 33 air transports and 1 missed.

C. Discussion on future applications of visible pedestrian crossing lanes for pedestrian safety and speed control measures along 11<sup>th</sup>/Murphy, 11<sup>th</sup>/Gallego, 7<sup>th</sup>/Gallego, 5<sup>th</sup>/Murphy, 5<sup>th</sup>/Gallego, State Rd. 118/E. Murphy, State Rd 118/E. Gallego, Neville Haynes/E. Murphy, and Neville Haynes/E. Gallego. (R. Olivas, City Council) – Motion was made by Councilor Olivas to table. Motion was seconded by Councilor Escovedo. Motion unanimously carried.

Action items should 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, own a business or property in the city limits of Alpine, will be allowed to speak if there is time available.) -

8. Discuss and consider authorization of the FY 2018 West Texas HIDTA (High Intensity Drug Trafficking Area) grant (G18SW0009) for the City of Alpine and the Alpine Police Department for the first portion in the amount of \$46,083. (Jessica Garza, City Manager) – Motion was made by Councilor Stephens, by resolution 2018-03-08 to approve authorization of the FY 2018 West Texas HIDTA (High Intensity Drug Trafficking Area) grant (G18SW0009) for the City of Alpine and the Alpine Police Department for the first portion in the amount of \$46,083. Seconded by Councilor Escovedo. Motion unanimously carried.
9. Discuss and consider approving one animal permit for one miniature horse permit as recommended by the Animal Advisory Board. Horse will be located at 1106 E. Ave J. in Alpine, Texas. Applicant is Cheryl Coppens. (M. Curry, City Council) – Motion was made by Councilor Curry, by resolution 2018-03-09 to approve one animal permit for one miniature horse permit as recommended by the Animal Advisory Board. Horse will be located at 1106 E. Ave. J. in Alpine, Texas. Applicant is Cheryl Coppens. Seconded by Councilor Olivas. Motion unanimously carried.
10. Discuss and consider approving the “Fiesta del Barrio” request for June 30, 2018 funding of \$5405.00. (R. Olivas, City Council) – Motion was made by Councilor Olivas, by resolution 2018-03-10 to approve the “Fiesta del Barrio” request for June 30, 2018 funding of \$5995.38 with \$5405.00 from the HOT funds and \$590.38 from the general fund. Seconded by Councilor Escovedo. Councilor Curry, Councilor Olivas,

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and Councilor Escovedo voted for and Councilor Stephens voted against. Motion carried.

11. Discuss and consider approval of a temporary street closure request for June 30<sup>th</sup>, 2018 for South 10<sup>th</sup> street, between Murphy and Gallego street and West Ave. F, between South 11<sup>th</sup> and South 10<sup>th</sup>. (R. Olivas, City Council) – Motion was made by Councilor Olivas, by resolution 2018-03-11 to approve the temporary street closure request for June 30, 2018 for South 10<sup>th</sup> street, between Murphy and Gallego street and West Ave F. between South 11<sup>th</sup> and South 10<sup>th</sup>. Seconded by Councilor Escovedo. Motion unanimously carried.
12. Discuss and consider approval one animal permits for two horses permit as recommended by the Animal Advisory Board. Horses will be located at 4002 Peach Tree Circle in Alpine, Texas. Applicant is Riley White. (M. Curry, City Council) – Motion was made by Councilor Curry, by resolution 201-03-12 to approve one animal permit for two horses permit as recommended by the Animal Advisory Board. Horse will be located at 4002 Peach Tree Circle in Alpine, Texas. Applicant is Riley White. Seconded by Councilor Escovedo. Motion unanimously carried.
13. Discuss and take action to review and revise the current City Traffic Plan. (M. Curry, City Council) – Motion was made by Councilor Curry, by resolution 2018-03-13 to authorize a request for proposals to update the City Traffic Plan. Seconded by Councilor Escovedo. Motion unanimously carried.
14. City Councilmember Comments and Answers – No discussion or action may take place.

Councilor Stephens – No Comments

Councilor Escovedo – No Comments

Councilor Fitzgerald – Absent

Councilor Olivas - No Comments

Councilor Curry – No Comments

Mayor Ramos – No Comments

15. Executive Session – Pursuant to Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), and Section 551.074 (personnel matters) - NONE

16. Action, if any, after Executive Session – NONE

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**17. ADJOURMENT**

**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 March 16, 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.

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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 1:00 P. M. on March 16, 2018, 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

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