City Of Alpine
REGULAR CITY COUNCIL MEETING
Tuesday, October 7, 2025 – 4:00 PM
Minutes

1. **WORKSHOP MEETING - 4:00 P.M.**

Mayor Catherine Eaves called the meeting to order at 4:00 P.M. The meeting was held at City Council Chambers located at 803 West Holland Avenue and via Zoom Videoconference in the City of Alpine, Texas.

A. Water Workshop: Planning session to discuss upcoming water projects, financial planning, and presentation by engineering firm Jacob | Martin.

City Council Members Present:
Councilor Lucy Escovedo
Councilor Rick Stephens
Mayor Catherine Eaves
Councilor Eva Martinez
Councilor Richard Portillo
Councilor Robert Rückes

City Staff and Stakeholders Present:
Geoffrey R. Calderon, City Secretary & Interim City Manager
Victoria Sanchez, Director of Finance
Mike Maciaz, Director of Utilities
Jessica Isley, Director of Building Service
Kera McDaniels, Permit Technician
Blake Edwards, Water Technician
Richard Wylie, Wastewater Operator
Isadora Garcia, Grant Writer

Not Present: None.

Others Present: 1 other attendee

2. **CALL TO ORDER - REGULAR MEETING - 5:30 P.M.**

Mayor Catherine Eaves called the meeting to order at 5:30 P.M. The meeting was held at City Council Chambers located at 803 West Holland Avenue and via Zoom Videoconference in the City of Alpine, Texas. Mayor Eaves led the pledge of allegiance to the flags.

A. Pledge of Allegiance to the United States Flag.

B. Pledge of Allegiance to the Texas Flag.

C. Determination of a Quorum and Proof of Notice of the Meeting.

City Council Members Present:
Councilor Lucy Escovedo
Councilor Rick Stephens
Mayor Catherine Eaves
Councilor Eva Martinez
Councilor Richard Portillo
Councilor Robert Rückes

City Staff and Stakeholders Present:
Geoffrey R. Calderon, City Secretary & Interim City Manager
Cynthia Trevino, City Attorney
Hon. Elizabeth Lewis, Municipal Judge
Abel Hinojos, Airport Supervisor
Jessica Isley, Building Official
Randy Guzman, Director of Gas
Richard Wylie, Wastewater Operator
Carmen Rodriguez, Customer Serv. Super
Adriana Holguin, Administrative Assistan
Alicia Fernbaugh, Court Clerk

Not Present: None. **Others Present:** 8 other attendees

Mayor Eaves announced that a quorum of the City Council was present at the City Council Chambers and City Secretary, Geoffrey Calderon, reported that the meeting agenda was posted by 2:00 P.M. on October 1, 2025.

3. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the City Council on an item on the agenda shall speak during this section. A Public Comment Card must be filled out and turned in to the City Secretary at least 5 minutes prior to the start time of the meeting. The Public Comment Card may be filled out at www.cityofalpine.com/councilcomments. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the City Council. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. Please note that the City Council may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the Council from deliberating or taking action on an item not listed on the agenda. City Staff may ask commenters clarifying questions, respond with facts, and explain policy.

- Norma Olivo, Ward 2, addressed the City Council regarding Action Item No. A.
- Cynthia Salas, Ward 2, addressed the City Council regarding Action Item No. C.
- Oscar Cobos, Ward 5, addressed the City Council regarding Information or Discussion Item No. D, the Executive Session Item A, and Executive Session Item B.

4. **PUBLIC HEARINGS.**

At this time, the Mayor will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the City Council. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.

Open (5:41 P.M.)

A. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2025-09-01, an ordinance establishing a speed limit of 30 miles per hour on Gallego Avenue from South 1st Street to South 5th Street, pursuant to a traffic and engineering investigation, and providing for appropriate signage; providing for the following clauses: Findings of Fact, Establishment, Cumulative, Severability, Proper Notice & Meeting, Public Hearing, and Effective Date.

Public Comments: None.

Close (5:42 P.M.)

5. **PUBLIC PRESENTATIONS.**

A. Presentations & Recognitions

B. Proclamations

C. Community Interest Items

i) Mayor Announcements

ii) City Manager Announcements

iii) Council Member Announcements

6. **CHANGES TO POSTED AGENDA.**
NOTICE: *The City Council reserves the right to change the order of business at any time during the meeting. To change the order of business a motion, a second, and a majority vote is required.*

A. **Items to be continued or withdrawn.** Items may be continued to the next City Council meeting or withdrawn from consideration during this agenda. Items to be continued or withdrawn require a motion, a second, and a majority vote.

No items were continued or withdrawn.

B. **Items to be removed from the Consent Agenda for separate discussion.** Items may be withdrawn from the consent agenda by a simple request by the Mayor or any City Council member. Items removed from the consent agenda will be considered in the *Items Removed from the Consent Agenda* portion of the meeting directly after approval of the items not requiring separate discussion.

No items were removed from the consent agenda for separate discussion.

C. **Action items to be added to the consent agenda.** Adding action items to the consent agenda must be requested by the Mayor or any City Council member and requires a motion, a second, and a majority vote.

No items were added to the consent agenda.

D. **Time-Sensitive Items.** The Mayor, any City Council Member, or a member of City Staff may, by simple request, ask that time-sensitive items be considered during that section.

No items were added to the Time-Sensitive Items portion of the agenda.

7. **TIME SENSITIVE ITEMS.**

8. **CONSENT AGENDA.**

A. Approval of the September 9, 2025 Special Meeting Minutes (G. Calderon, Interim City Manager)

B. Approval of the September 16, 2025 Regular Meeting Minutes (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-03: On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve, the City Council unanimously adopted the motion with all members present voting in favor.

9. **ITEMS REMOVED FROM THE CONSENT AGENDA.**

10. **REPORTS & PRESENTATIONS.**

Presentations are limited to 6 minutes each. A bell will ring when the 6-minute timeframe has been reached. If further time is needed the presentation may be extended an additional 4 minutes at the discretion of the presiding officer. After the initial period and extension have passed, the presentation may be extended further by a motion, a second, and a majority vote of the City Council.

A. Municipal Court Update by the Honorable Municipal Judge, Elizabeth Lewis, and Municipal Court Clerk, Alicia Fernbaugh. (G. Calderon, Interim City Manager)

The Honorable Judge Elizabeth Lewis and Municipal Court Clerk, Alicia Fernbaugh, addressed the City Council regarding updates in the Municipal Court.

11. **INFORMATION OR DISCUSSION ITEMS.**

A. Discuss the Skyway Gardens II Development including concerns with the water pressure and the feasibility study conducted by Jacob | Martin. (G. Calderon, Interim City Manager)

Andy Vecellio, Jacob | Martin, addressed the City Council regarding issues with the Skyway Gardens II development and ways to address infrastructure issues for the area.

B. Discuss hiring Government Capital Securities Corporation as the City's Municipal Advisor. (G. Calderon, Interim City Manager)

C. Discuss concerns with customers receiving blank or zero balance water bills, bill due dates, and past due notices regarding Utility Billing. (L. Escovedo, City Council)

D. Discuss establishing a policy for the city funding non-profit organizations. (C. Eaves, Mayor)

E. Discuss the letter of support for the Alpine Independent School District's $2 million grant application to the Moody Foundation, aimed at enhancing early childhood education opportunities in Alpine and the surrounding region; and discuss potential amendments to the City Council Rules of Procedure ordinance to expressly authorize the Mayor to sign letters of support that do not obligate City funds and that promote collaboration with community partners. (C. Eaves, Mayor)

F. Discuss the City of Alpine Fiscal Year 2025-2026 approved budget including the implications of allocation of the fund balance. (R. Stephens, City Council)

Mayor Eaves called a short recess. **(6:51 P.M.)**
The meeting resumed. **(7:01 P.M.)**

12. **ACTION ITEMS.**

Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

A. Approve the second and final reading of Ordinance 2025-09-01, an ordinance establishing a speed limit of 30 miles per hour on Gallego Avenue from South 1st Street to South 5th Street, pursuant to a traffic and engineering investigation, and providing for appropriate signage; providing for the following clauses: Findings of Fact, Establishment, Cumulative, Severability, Proper Notice & Meeting, Public Hearing, and Effective Date. (L. Escovedo, City Council)

RESOLUTION 2025-10-04: On a motion by Councilor Lucy Escovedo and seconded by Councilor Robert Rückes to approve, the City Council unanimously adopted the motion with all members present voting in favor.

B. Approve Resolution 2025-10-01, approving the final Wastewater System Asset Management Plan prepared by Jacob and Martin, LLC. (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-05: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve, the City Council unanimously adopted the motion with all members present voting in favor.

C. Approve Resolution 2025-10-02, a resolution appointing members to the City of Alpine Grievance Committee pursuant to the City's Personnel Policies and Guidelines Handbook. (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-06: On a motion by Councilor Richard Portillo and seconded by Councilor Eva Martinez to approve, the City Council unanimously adopted the motion with all members present voting in favor.

RESOLUTION 2025-10-06-A: On a motion by Councilor Robert Rückes and seconded by Councilor Richard Portillo to approve the following individuals to the Grievance Committee:

Cullen Monaco-Traylor
Victoria Sanchez
Councilor Rick Stephens

The City Council unanimously adopted the amendment with all members present voting in favor. The City Council subsequently adopted the original motion as amended.

D. Approve the 2025-2026 Children's Advocacy Center of the Big Bend contract. (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-07: On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve, the City Council unanimously adopted the motion with all members present voting in favor.

E. Approve Public Works Department Job Descriptions:
- Assistant Director of Public Works
- Custodian
- Director of Public Works
- Mechanic and Maintenance Worker
- Parks Foreman
- Recreation Coordinator
- Service Worker I
- Service Worker II
- Service Worker III

(G. Calderon, Interim City Manager)

RESOLUTION 2025-10-08: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portilo to approve, the City Council unanimously adopted the motion with all members present voting in favor.

RESOLUTION 2025-10-08-A: On a motion by Councilor Robert Rückes and seconded by Councilor Richard Portilo to amend the original motion to exclude the GED or High School Diploma and obtaining it within 1 year of hire for the Service Worker I, the City Council unanimously adopted the motion with all members present voting in favor.

F. Approve Public Utilities (Water & Wastewater) Job Descriptions:
- Assistant Director of Utilities
- Compliance Technician
- Director of Utilities (Approved 7/1/25)
- Utilities Foreman
- Utilities Technician I
- Utilities Technician II
- Utilities Technician III
- Wastewater Operator I
- Wastewater Operator II
- Wastewater Operator III (Wastewater Chief Operator)

(G. Calderon, Interim City Manager)

RESOLUTION 2025-10-09: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve as presented, the City Council unanimously adopted the motion with all members present voting in favor.

G. Approve the Gibson, Ruddock, Patterson, LLC Letter of Engagement for the Fiscal Year 2024-2025 annual audit. (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-10: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to approve, the City Council unanimously adopted the motion with all members present voting in favor.

RESOLUTION 2025-10-10-A: On a motion by Councilor Rick Stephens and seconded by

Councilor Richard Portillo to approve extending the meeting past 9pm, the City Council unanimously adopted the motion with all members present voting in favor.

13. **EXECUTIVE REPORTS.**
Executive reports are limited to 10 minutes each. The City Council may hold a discussion during this section regarding any item listed on the agenda. No action may take place regarding report items, unless specified on the agenda.

City Mayor Report

B. **City Manager Report:** Employee Compensation; Streets; Water; Wastewater, Budget; Grants; Information Technology & Cybersecurity; Utility Billing Software Transition; Requests for Proposals; Smart Meters; Pending Projects.

14. **CITY COUNCIL MEMBER COMMENTS.**

RESOLUTION 2025-10-11: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to recess into executive session, the City Council unanimously adopted the motion with all members present voting in favor. **(8:44 P.M.)**

15. **EXECUTIVE SESSION.**
NOTICE: *The City Council reserves the right to reconvene, recess, realign, change the order of business, or adjourn into Executive Session at any time during the course of the meeting prior to adjournment, to discuss any item listed above, as authorized by 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 551.087 (development).*

A. **A. Consultation with Attorney § 551.071, Texas Government Code:**
a. Review and discuss the Texas Disposal Systems contract terms. (R. Stephens, City Council)
b. Discussion with the City Attorney regarding possible updates to the Grievance Procedure and the Personnel Policies and Guidelines Handbook. (L. Escovedo, City Council)

B. Personnel Matters § 551.074, Texas Government Code
a. Discuss the vacancy for the City Manager position and take action to hire a City Manager. (C. Eaves, Mayor)
b. Operational, Finance, and Personnel Discussions and Considerations to ensure that the City Council and the City Manager are aligned. (G. Calderon, Interim City Manager)

16. **ACTION AFTER EXECUTIVE SESSION.**

RESOLUTION 2025-10-12: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to move into regular session, the City Council unanimously adopted the motion with all members present voting in favor. **(10:06 P.M.)**

A. Action, if any, concerning any of the items listed in executive session. (G. Calderon, Interim City Manager)

RESOLUTION 2025-10-13: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to offer Edgar Garcia the City Manager position with an annual salary of $120,000 per year, the City Council unanimously adopted the motion with all members present voting in favor.

17. **<u>ADJOURN.</u>**

There being no further business, the meeting was adjourned by Mayor Eaves. **(10:07 P.M.)**

APPROVED:

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Catherine Eaves, *Mayor*

ATTEST:

____

Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com pursuant to Section 551.043, Texas Government Code. The said notice was posted by <u>2:00 P.M</u>. on October 1, 2025, and remained so posted for at least 3 business days preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 1st day of October, 2025.

Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer

CITY OF ALPINE BREWSTER COUNTY TEXAS