

**City Of Alpine**  
**REGULAR CITY COUNCIL MEETING**  
**Tuesday, November 18, 2025 – 4:00 PM**  
**Minutes**

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

*Mayor Pro Tem Rick Stephens 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.*

**City Council Members Present:**

Councilor Lucy Escovedo - *Arrived Late*  
Councilor Rick Stephens  
Mayor Catherine Eaves - *Arrived Late*  
Councilor Eva Martinez  
Councilor Richard Portillo  
Councilor Robert Rückes

**City Staff and Stakeholders Present:**

Geoffrey R. Calderon, City Secretary  
Victoria Sanchez, Director of Finance  
Mike Maciaz, Director of Utilities  
Carmen Rodriguez, Cust. Ser. Supervisor  
Jennifer Stewart, Animal Services Sup.

**Not Present:** None.

**Others Present:** None.

- A. Workshop to review the 2025-2026 Budget and determine necessary amendments including discussion regarding two priorities:
  - i) The purchase of a new Animal Services Incinerator partly funded by Brewster County through a proposed Interlocal Agreement in exchange for Animal Services to the residents of Brewster County.
  - ii) Updates to the Utilities Fee Schedule and Utility Billing Rates for Fiscal Year 2025-2026. (G. Calderon, Interim City Manager)

**2. CALL TO ORDER.**

*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  
Darrell Losoya, Chief of Police  
Abel Hinojos, Airport Supervisor  
Eddie Molinar, Public Works Director

Adriana Holguin, P. W. Adm. Assistant  
Jessica Isley, Building Official  
Victoria Sanchez, Finance Director  
Alexandra Tackett, Deputy City Secretary

**Not Present:** None

**Others Present:** 12 other.

*Mayor Eaves announced that a quorum of the City Council was present at the City Council Chambers and Deputy City Secretary, Alexandra Tackett, reported that the meeting agenda was posted by 2:00 P.M. on November 12, 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](http://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.*

None.

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 (5:31 P.M.)**

- A. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2025-11-01, an Ordinance amending Chapter 23 – City Council of the Alpine Code of Ordinances; Amending Article II – Rules of Procedure by Amending Agenda Deadlines for City Council Meetings and by Adding Section 23-8(d) to Authorize the Mayor to Sign Certain Letters of Support That Do Not Obligate City Funds or Commit City Resources, Relate to Projects or Initiatives That Benefit the Community or Promote Intergovernmental or Community Partnerships, and Are Subsequently Placed on the Consent Agenda for City Council Approval; Providing for the Following Clauses: Findings of Fact, Inclusion in the Code of Ordinances, Cumulative, Severability, Proper Notice and Meeting, Public Hearing, and Effective Date.

**Public Comments:** None.

- B. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2025-11-02, an Ordinance amending Chapter 16 – Boards, Commissions, and Committees of the Alpine Code of Ordinances; Amending Article IV through Article IX to Provide Updates to Board Member Terms and Board Member Appointment Processes for Each City Board, Commission, and Committee; Amending Article II – Rules of Procedure by Amending Agenda Deadlines for Board Meetings; Providing for the Following Clauses: Findings of Fact, Inclusion in the Code of Ordinances, Cumulative, Severability, Proper Notice and Meeting, Public Hearing, and Effective Date.

**Public Comments:** None.

- C. Public Hearing to obtain citizen views and comments regarding the first and final reading of Ordinance 2025-11-03, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to recommit and appropriate funding from the Creek Trail Reserves for funds committed for a Splash Pad to the General Fund Pool Maintenance for Municipal Pool Improvements; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date.

**Public Comments:** None.

- D. Public Hearing to obtain citizen views and comments regarding the first and final reading of Ordinance 2025-11-04, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to appropriate additional funding for one seasonal employee to operate heavy equipment and assist with street projects; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date.

**Public Comments:** None.

- E. Public Hearing to obtain citizen views and comments regarding the first and final reading of Ordinance 2025-11-05, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to appropriate funding in the Hotel Occupancy Tax Fund to hire an additional part-time employee and intern for the Visitor Center; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date.

**Public Comments:** None.

- F. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2025-11-01, a special use permit allowing the applicant, Karl Clay Brauch, to establish a short term rental at 202 N. 4th Street. The property owner of record is Karl Clay Brauch. The Parcel ID of the subject property is 11906.

**Public Comments:** None.

**Close (5:35 P.M.)**

5. **PUBLIC PRESENTATIONS.**

- A. Presentations & Recognitions
- B. Proclamations
  - i) Proclamation recognizing the vital Economic and Cultural role of tourism and supporting the certification of Alpine a Tourism Friendly Community. (C. Eaves, Mayor)
- 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 action 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.

*Interim City Manager, Geoffrey R. Calderon, requested that Action Item I be considered during the Time-Sensitive Items portion of the meeting.*

7. **TIME SENSITIVE ITEMS.**

**Action Item I.** Approve the Master Contract for Professional Services between the City of Alpine and Jacob and Martin, LLC for Water System Improvements for the Sky Way Gardens II Development. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-23:** On a motion by Councilor Robert Rückes and seconded by Councilor Richard Portillo to approve, the City Council unanimously adopted the motion.

8. **CONSENT AGENDA.**

- A. Approval of the November 4, 2025 Workshop & Regular Meeting Minutes (G. Calderon, Interim City Manager)
- B. Approval of the October 2025 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Board & Commissions Activities, Public Information, and Departmental Statistics and Updates. (G. Calderon, Interim City Manager)
- C. Approval of the appointment of Gerri Davis to the Place 4 position on the Planning & Zoning Commission and termination of the member's appointment to the Building & Standards Commission in accordance with Sec.16-334 of the Alpine Code of Ordinances. (L. Escovedo, City Council)
- D. Approval of the appointment Jessica Velasco to the Place 1 position on the Parks and Recreation Board. (R. Portillo, City Council)
- E. Approval of the appointment of Manuel Garcia to the Place 4 position on the Parks and Recreation Board. (L. Escovedo, City Council)
- F. Approval of the appointment of Manuel Garcia to the Place 4 position on the Building & Standards Commission. (L. Escovedo, City Council)
- G. Approval of Special Use Permit 2025-11-01, a special use permit allowing the applicant, Karl Clay Brauch, to establish a short term rental at 202 N. 4th Street. The property owner of record is Karl Clay Brauch. The Parcel ID of the subject property is 11906. (G. Calderon, Interim City Manager)
- H. Approve the Chief of Police Job Description. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-24:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve the consent agenda as presented, the City Council unanimously adopted the motion.

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. Tourism Update by Director of Tourism, Chris Ruggia. (G. Calderon, Interim City Manager)
- B. Alpine Public Library Update by Executive Director Don Wetteraur. (G. Calderon, Interim City Manager)

11. **INFORMATION OR DISCUSSION ITEMS.**

- A. Presentation by Ben Telesca regarding the position of Recreation Coordinator and its importance to the community. (C. Eaves, Mayor)
- B. Presentation by Lacey Loftin of the U.S. Census Bureau regarding the 2026 Census Test being conducted in Brewster County and surrounding areas. (C. Eaves, Mayor)
- C. Discuss the possibility of planning an appreciation event for our Boards, Commissions, and Committees. (E. Martinez, City Council)
- D. Discussion regarding the current certification pay for city employees relating to previous certification pay programs and possible updates to the existing structure. (L. Escovedo, City Council)
- E. Discuss the current Texas Disposal Systems contract and possible amendments to the contract. (R. Stephens, City Council)

*Mayor Eaves called for a short recess (6:45 P.M.)*

*The meeting resumed (6:51 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 2025-11-01, an ordinance amending Chapter 23 – City Council of the Alpine Code of Ordinances; Amending Article II – Rules of Procedure by Amending Agenda Deadlines for City Council Meetings and by Adding Section 23-8(d) to Authorize the Mayor to Sign Certain Letters of Support That Do Not Obligate City Funds or Commit City Resources, Relate to Projects or Initiatives That Benefit the Community or Promote Intergovernmental or Community Partnerships, and Are Subsequently Placed on the Consent Agenda for City Council Approval; Providing for the Following Clauses: Findings of Fact, Inclusion in the Code of Ordinances, Cumulative, Severability, Proper Notice and Meeting, Public Hearing, and Effective Date. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-25:** On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve the second and final reading of Ordinance 2025-11-01 as presented, the City Council unanimously adopted the motion.

- B. Approve the second and final reading of Ordinance 2025-11-02, an ordinance amending Chapter 16 – Boards, Commissions, and Committees of the Alpine Code of Ordinances; Amending Article IV through Article IX to Provide Updates to Board Member Terms and Board Member Appointment Processes for Each City Board, Commission, and Committee;

Amending Article II – Rules of Procedure by Amending Agenda Deadlines for Board Meetings; Providing for the Following Clauses: Findings of Fact, Inclusion in the Code of Ordinances, Cumulative, Severability, Proper Notice and Meeting, Public Hearing, and Effective Date. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-26:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve Ordinance 2025-11-02 as presented, the City Council unanimously adopted the motion.

- C. Approve the first and final reading of Ordinance 2025-11-03, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to recommit and appropriate funding from the Creek Trail Reserves for funds committed for a Splash Pad to the General Fund Pool Maintenance for Municipal Pool Improvements; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-27:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve Ordinance 2025-11-03 as presented, the City Council unanimously adopted the motion.

- D. Approve the first and final reading of Ordinance 2025-11-04, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to appropriate additional funding for one seasonal employee to operate heavy equipment and assist with street projects; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-28:** On a motion by Councilor Rick Stephens and seconded by Councilor Lucy Escovedo to approve Ordinance 2025-11-04 as presented, discussion ensued.

**RESOLUTION 2025-11-28A:** Councilor Rick Stephens proposed to amend the motion that the ordinance be amended to have a zero additional appropriation as provided in the additional exhibit included in the City Council supplemental folder. The motion was seconded by Councilor Robert Rückes. The City Council adopted the amendment unanimously and then subsequently adopted the original motion as amended.

- E. Approve the first and final reading of Ordinance 2025-11-05, an ordinance amending the City of Alpine Fiscal Year 2025-2026 Budget to appropriate funding in the Hotel Occupancy Tax Fund to hire an additional part-time employee and intern for the Visitor Center; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-29:** On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Ordinance 2025-11-05 as presented, the City Council unanimously adopted the motion.

- F. Approve the first reading of Ordinance 2025-12-01, an ordinance repealing Article V – Short Term Rentals in Chapter 90 – Taxation of the Alpine Code of Ordinances; Establishing Article

V – Short-Term Rentals in Chapter 22 – Business of the Alpine Code of Ordinances; amending rules and regulations regarding short term rentals within the city limits; Providing the establishment of up to a \$2,000 penalty per occurrence for violations of the ordinance; Providing for the following: Findings of Fact, Enactment, Repealer, Penalty, Savings, Severability, Proper Notice and Meeting, and Effective Date clauses. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-30:** On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Ordinance 2025-12-01 as presented, the City Council unanimously adopted the motion.

- G. Approve Resolution 2025-11-21, a resolution designating the Alpine Avalanche as the Official Newspaper of the City of Alpine for Fiscal Year 2025-2026. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-31:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve Resolution 2025-11-21 as presented, the City Council unanimously adopted the motion.

- H. Approve Resolution 2025-11-22, a resolution authorizing the City to participate in an agreement with the State of Texas through the Department of Transportation to request the closure of North Highway 118 (Between Holland and Avenue E) on November 21 through November 23, 2025 for the annual Artwalk event. (G. Calderon, Interim City Manager)

**RESOLUTION 2025-11-32:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve Resolution 2025-11-22 as presented, the City Council unanimously adopted the motion.

- I. Approve the Master Contract for Professional Services between the City of Alpine and Jacob and Martin, LLC for Water System Improvements for the Sky Way Gardens II Development. (G. Calderon, Interim City Manager)

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; City Manager Search; Boards, Commissions, and Committees.

14. **CITY COUNCIL MEMBER COMMENTS.**

**RESOLUTION 2025-11-33:** On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to move into executive session, the City Council unanimously adopted the motion **(7:15 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. Consultation with Attorney § 551.071, Texas Government Code

- i. Review and discuss the Texas Disposal Systems contract terms. (R. Stephens, City Council)
- ii. Discuss pending litigation for Hernandez v. City of Alpine. (G. Calderon, Interim City Manager)

B. Deliberation Regarding Real Property § Texas Government Code § 551.072

- i. Discuss the potential purchase of a property downtown to establish a visitor information kiosk. (C. Eaves, Mayor)

C. Personnel Matters § 551.074, Texas Government Code / Consultation with Attorney § 551.071, Texas Government Code

- i. Discuss the Chief of Police vacancy and next steps to filling the position. (G. Calderon, Interim City Manager)
- ii. Discuss the City Manager vacancy and next steps to filling the position. (G. Calderon, Interim City Manager)
- iii. 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 2025-11-34:** On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to move into regular session, the City Council unanimously adopted the motion. **(8:55 P.M.)**

**RESOLUTION 2025-11-35:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to extend the meeting past 9:00 P.M., the City Council unanimously adopted the motion.

**RESOLUTION 2025-11-36:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to move into executive session, the City Council unanimously adopted the motion. **(8:55 P.M.)**

**RESOLUTION 2025-11-37:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to move into regular session, the City Council unanimously adopted the motion. **(10:01 P.M.)**

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

**RESOLUTION 2025-11-38:** On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve the City Manager's recommendation to hire Kirk Caughman as the next Chief of Police, the City Council voted in the following manner:

Councilor Richard Portillo: For  
Councilor Eva Martinez: Against  
Councilor Robert Rückes: For  
Councilor Lucy Escovedo: For  
Councilor Rick Stephens: For

17. **ADJOURN.**

*There being no further business, the meeting was adjourned by Mayor Eaves (10:02 P.M.)*

**APPROVED:**

**ATTEST:**


\_\_\_\_\_  
Catherine Eaves, *Mayor*

\_\_\_\_\_  
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](http://www.cityofalpine.com) pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on November 12, 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 12th day of November, 2025.**

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

