



CITY OF ALPINE
PARKS & RECREATION BOARD MEETING
December 10, 2025 – 5:30 PM

City Council Chambers, 803 W. Holland Avenue, Alpine, Texas 79830

1. **CALL TO ORDER.**

2. **DETERMINATION OF QUORUM**

3. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.

4. **PUBLIC HEARINGS.**

At this time, the Chair 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 Board. 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.

5. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

A. Approval of November 12, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

6. **INFORMATION OR DISCUSSION ITEMS**

A. Update from the Parks Supervisor. (R. Portillo, City Council)

B. Update on the Municipal Pool endeavors ahead of the upcoming season. (G. Calderon, Interim City Manager)

C. Discuss possible updates to Chapter 74 - Parks and Recreation to the Alpine Code of Ordinances. (G. Calderon, Interim City Manager)

D. Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes. (G. Calderon, Interim City Manager)

7. **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. Appoint a Chair of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

B. Appoint a Vice-Chair of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

C. Appoint a Secretary of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

- 8. **BOARD MEMBER COMMENTS**
- 9. **ADJOURN.**

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/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on December 4, 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 4th day of December 2025.



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



**PARKS AND RECREATION BOARD AGENDA ITEM REPORT
December 10, 2025**

Agenda Item No. 5A

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: Approve



AGENDA ITEM

Approval of November 12, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. 11-12-25 Parks & Recreation Board Minutes
-

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary

City Of Alpine
PARKS & RECREATION BOARD MEETING
Wednesday, November 12, 2025 – 5:30 PM
Minutes

1. **CALL TO ORDER.**

Acting Chair, Iris De Leon, called the meeting to order at 5:30 P.M. The meeting took place in City Council Chambers located at 803 W. Holland Avenue.

2. **DETERMINATION OF QUORUM**

Board Members Present:
Donny Greenway, Place 2
Ariana Valenzuela, Place 3
Iris De Leon, Place 6
Joseph Torres, Place 7
Councilor Richard Portillo

City Staff and Stakeholders Present:
Geoffrey R. Calderon, City Secretary
Adriana Holguin, Administrative Assistan

Not Present: None.

Others Present: None.

3. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.

4. **PUBLIC HEARINGS.**

At this time, the Chair 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 Board. 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.

5. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

A. August 13, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

On a motion by Board Member Greenway and seconded by Board Member Torres to approve the minutes, the Parks and Recreation Board unanimously adopted the motion with all members present voting in favor.

6. **INFORMATION OR DISCUSSION ITEMS**

A. Update from the Parks Supervisor. (R. Portillo, City Council)

B. Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes. (R. Portillo, City Council)

7. **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).

8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

APPROVED:

ATTEST:

Officer of the Board

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/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2 P.M. on November 5, 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 5 day of November, 2025.**



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



**PARKS AND RECREATION BOARD AGENDA ITEM REPORT
December 10, 2025**

Agenda Item No. 6A

Department: Parks & Recreation

Sponsor: Richard Portillo, Councilor

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: None



AGENDA ITEM

Update from the Parks Supervisor. (R. Portillo, City Council)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

None

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2025-2026: N/A

Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary

Geoffrey R. Calderon, City Secretary

PARKS AND RECREATION BOARD AGENDA ITEM REPORT

December 10, 2025

Agenda Item No. 6B

Department: Parks & Recreation

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: None



AGENDA ITEM

Update on the Municipal Pool endeavors ahead of the upcoming season. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

This item is being added to continue the discussion of actions that will be required to resolve issues at the City Pool ahead of the upcoming season.

SUPPORTING MATERIALS

1. SUMMARY OF THE POOL REQUIRED AND SUGGESTED REPAIRS AND IMPLEMENTATIONS FOR THE CITY OF ALPINE KOKERNOT MUNICIPAL POOL

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary

This summary outlines the necessary/mandatory repairs and enhancements for the City of Alpine Kokernot Municipal Pool in order to open for the 2026 season. These recommendations are based on confirmed code violations and mandatory pool enhancements identified by West Texas Pool Repair – Donny Greenway, and are aligned with the Texas Health & Safety Law Requirements.

I. Relevant Texas Health, Safety, and Law Requirements (Logs and Written Documentation):

1. Employ a Certified Aquatic Supervisor or Pool Coordinator.
2. Create Policy and Procedure logs.
3. Establish Protocols for §265 TAC Codes and Red Cross Standards, including:
 - Municipal Pool Safety and Lifeguard Oversight Policy
 - Staffing Plan
 - Compliance References
 - Incident Reports
 - Roles and Responsibilities
 - Post-Certification Monitoring
 - Community Complaint Follow-Up
 - Lifeguard Disciplinary Protocols
 - Lifeguard Training, encompassing:
 - Monthly In-Service Standards
 - Drop Drills
 - AED Refresher Training
 - Daily Lifeguard Evaluations and Rotations
 - Water Quality and Clarity
 - Pool Enclosures and Safety Features
 - Operational Procedures
 - Incident Reporting
4. Develop Written Lifeguard Personnel Requirements and Standards, addressing:
 - Certification
 - Minimum Age
 - Physical Fitness
 - Uniforms and Equipment
 - Surveillance Area
 - Prohibition of Distractions
 - Lifeguard Stands
5. Create a Written Emergency Action Plan (EOP) with Access Safety Equipment Standards, including:
 - Emergency Communications and Drills
 - Evacuation plans (written and posted according to the building layout)
6. Define Behavioral Expectations and Enforcement Mechanisms.
7. Implement a Record-Keeping System.
8. Establish an AED monthly check protocol and monthly inspection log sheet.
9. Establish a First Aid Kit monthly protocol and monthly inspection log sheet.

II. Swimming Pool and Building Needed Repairs, Implementations, and Recommendations (After Formal Inspection, in order of Urgency):

1. **Equipment Repairs:**
 - Professional detection and repair of the pool's leak (estimated 2.4 million gallon water loss).
 - Installation of a new pump.
 - Installation of a junction box with proper electrical wiring (3-phase 240vt system – Code

- Violation).
 - Replacement and calibration of the chemical feed controller ORP PH meter (Code Violation).
 - Replacement of the Flow Meter (Code Violation).
 - Reinstallation of the Main Electrical Panel (Code Violation).
 - Replacement of the Filter Sand Media.
 - Installation of a water fountain (Code Violation).
 - Replacement of the chainlink fence using existing poles.
2. **Grounds and Facility:**
- Placement of proper directional markings (arrows) on the plumbing filtration system to indicate water flow (Code Violation).
 - Proper placement of signage (current signage not up to code).
 - Installation, proper signage, and mounting of an AED with an inspection/replenishment log (Code Violation).
 - Installation, proper signage, and mounting of a First Aid Kit with an inspection/replenishment log (Code Violation).
 - Purchase and readiness of a Bag-Valve-Mask ventilation device, backboard, and other required CPR equipment, accessible in a properly labeled, designated area.
 - Installation of illuminated Exit Signs.
 - Proper installation of Fire Extinguishers.
 - Conduct water testing and a safety inspection 3-4 weeks prior to the 2026 opening.
 - Installation of proper hand sanitizer dispensers.

III. Other Suggested Implementations and Improvements:

1. Designate an area at the pool for the Supervisor or Coordinator to be present at all times (Code Enforced and Regulated).
2. Repair the lobby's broken tiled countertop (Injury Hazard).
3. Add lockers in the lobby for citizens' and/or lifeguards' belongings.
4. Permanently close (with cement) the non-operational children's pool section (due to drainage issues).
5. Consider adding artificial turf or installing a wet playground on the grass area to prevent sticker complaints and provide low-risk interactive water features for younger children.
6. Add more shade and benches for public use.
7. Renovate the restrooms, including urinals and toilets.

***The main goal of the outlined repairs and enhancements for the Kokernot Municipal Pool is to ensure it can open for the 2026 season by addressing confirmed code violations, implementing mandatory pool enhancements, and complying with the Texas Health & Safety Law.**

**PARKS AND RECREATION BOARD AGENDA ITEM REPORT
December 10, 2025**

Agenda Item No. 6C

Department: Parks & Recreation

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: None



AGENDA ITEM

Discuss possible updates to Chapter 74 - Parks and Recreation to the Alpine Code of Ordinances.
(G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

On November 12, 2025, the Parks and Recreation Board reviewed Chapter 74 – Parks and Recreation, as adopted by ordinance in January 2025. The adopted ordinance was originally developed through multiple Board discussions and was recommended by the Parks and Recreation Board prior to City Council adoption. City staff, including Adriana Holguin, have since identified the need for additional updates to the ordinance. The Board is now requested to review and discuss the proposed amendments to the current ordinance, including those recommended by staff.

SUPPORTING MATERIALS

1. Chapter 74 PARKS_AND_RECREATION - Current Ordinance
2. Staff Proposed Amendments

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary

Chapter 74 PARKS AND RECREATION¹

ARTICLE I. IN GENERAL²

Sec. 74-1. Alcoholic beverages generally.

- (a) *Definitions.* The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning.

Alcoholic beverages means spirits, wine, beer, ale or other liquid containing more than one-half of one percent of alcohol by volume, excluding non-alcoholic beer, non-alcoholic wine, or kombucha which is fit for beverage purposes or intended for beverage purposes.

- (b) *Consumption prohibited in certain areas.* No person shall consume any alcoholic beverage while in or upon prohibitive areas defined in this section.
- (c) *Sale.* It shall be unlawful for any person, firm or corporation to sell alcoholic beverages within the boundaries of all designated city parks, except as authorized by city council.
- (d) *Possession and consumption.* It shall be unlawful for any person to consume, or to have in his possession, an alcoholic beverage within the boundaries of any city park, except where authorized by permit approved by the city manager and the chief of police. It shall be unlawful for any person to consume, or to have in his possession, an alcoholic beverage within the parking lots, baseball fields, walking and jogging track and soccer field located in Kokernot Park, except where authorized by permit approved by the city manager and chief of police.
- (e) *Signs and notices.* Signs shall be posted in appropriate locations stating substantially "No alcoholic beverage may be brought into this park or consumed in this park in violation of city ordinances which are strictly enforced." The signs shall be placed in locations to be visible on entering areas where possession or consumption of alcoholic beverages are prohibited.
- (f) *Noise-making device.* A device that makes noise that could reasonably be considered to disturb the comfort, peace, and quiet of a city park.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

¹Cross reference(s)—Streets, sidewalks and other public places, ch. 86.

State law reference(s)—Municipal parks and recreation, Vernon's Ann. Civ. St. art. 1015c et seq.; public improvements, bonds, occupancy tax, Vernon's Ann. Civ. St. art. 1269j-4.1; city parks, Vernon's Ann. Civ. St. art. 6081h et seq.; local parks and other recreational and cultural resources, V.T.C.A., Local Government Code chs. 315, 331 et seq.; lease of land from state parks and wildlife department, V.T.C.A., Parks and Wildlife Code § 13.006; local boating regulations, V.T.C.A., Parks and Wildlife Code § 31.092; safety standards for publicly funded playgrounds, V.T.C.A., Health and Safety Code § 756.061.

²Editor's note(s)—Ord. No. 2025-01-02, § I(Exh. A), adopted February 4, 2025, repealed art. I, §§ 74-1—74-4, and enacted a new art. I as set out herein and as may later be amended. Former art. I pertained to similar subject matter and derived from 1978 Code §§ 19-8, 19-9, 19-51—19-53; and Ord. No. 2002-5-4, adopted July 9, 2002.

Sec. 74-2. Playing of golf and other dangerous sports in city parks.

- (a) *Application.* This section shall not apply to the Alpine Municipal Golf Course operated by the Alpine Country Club.
- (b) *Prohibited; signs to be posted.* It shall be unlawful for any person to practice, hit golf balls or play golf in any park located within the city. It shall further be unlawful for any person to carry on any activity for which the park was not specifically designed and the performance of which would constitute a hazard to the health and safety of those lawfully using the park facilities. Signs shall be posted in appropriate locations determined by the city council or the city manager advising citizens of the restricted activities permitted in any city park.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-3. Hours of operation for city parks.

- (a) *Hours of operation.* City parks will be open for the public's use and enjoyment only between the hours of 5:00 a.m. and 11:00 p.m. daily, and closed to the public between the hours of 11:00 p.m. and 5:00 a.m. daily. No one, except with specific city authorization, shall be permitted to be on the premises of a city park during the hours that such park is closed, without prior authorization from the city.
- (b) *Violation; penalty.* It is a class C misdemeanor offense to violate the mandates of this section and if found guilty may be assessed the maximum fine that, by law, may be assessed by the municipal court.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-4. Use of park facilities generally.

- (a) *Availability.* A park facility is generally available for public use on a first-come, first-served basis, subject to:
 - (1) A requirement, if any, for a permit.
 - (2) A requirement, if any, to pay an entrance fee, reservation fee, or other fee.
 - (3) A previous reservation.
- (b) *Signs.* A person shall comply with city signs and markers in a park.
- (c) *Entrance or use fees.*
 - (1) A person may not enter or use a park facility for which an entrance or use fee has been established, unless the person has first paid the fee or is otherwise authorized to enter.
 - (2) A person must display an entrance permit or receipt to a city employee on request.
- (d) *Reservations.*
 - (1) A person may not use or occupy a facility or area for which another person has paid a reservation fee when the person's use conflicts with the use of the facility or area by the person who has made a reservation.
 - (2) Persons wanting exclusive use of a park area and time, must make a reservation in accordance with the established reservation policies by the city.
 - (3) A person must display documentation of a confirmed reservation on request to a city employee charged with the supervision or patrolling of parks.
- (e) *Permits.* When this Code or approved city council rule requires a person to obtain a permit or written authorization for a use or prohibits a use without a permit or written authorization, a person is required to obtain the permit or authorization prior to use. A person who wishes to apply for a permit or authorization may contact city hall to reach the designated parks and recreation staff member.

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- (f) *Restricted uses.* A person may not use a court or field designed for a specific sport for another sport, unless the alternative use is permitted by the city manager or the city manager's designee. For example, a person may not use a tennis court for lacrosse, or a baseball field for soccer.
- (g) *Occupancy limit.*
- (1) The city may establish and post a maximum occupancy for any park area or facility.
 - (2) A person may not enter, or remain in, an area or facility for which the city has established an occupancy limit when the person's entrance will have the effect of exceeding the established occupancy limit. Compliance with this rule does not eliminate any additional requirements that may be imposed by the city code or city rules regarding an event on city property.
- (h) *Closed areas.*
- (1) The city manager or the city manager's designee may close a park area or facility to public entry or otherwise restrict use until the area or facility can be made available for public use.
 - (2) If practicable, the city shall post notice of a closed area. A person may not enter a closed or restricted area.
 - (3) A person may not enter an area closed due to flooding, toppled trees, or debris, or which is otherwise closed due to health or safety issues.
- (i) *Special rules for specific parks facilities or events.*
- (1) The city manager or city manager's designee may develop special rules and regulations that address problems specific to a facility or event.
 - (2) Special rules shall be in writing, approved by the city manager or city manager's designee, and posted at the facility or provided to a person holding or attending an event.
 - (3) A person shall comply with all special rules and regulations posted at a facility or provided to the person.
- (j) *Smoking.*
- (1) A person may not smoke in a park, except in a temporary designated smoking area for a special event. Smoking outside the indicated temporary location for an event or not during an event is a violation and any person found to be in violation of this section shall be fined, upon conviction, an amount not to exceed \$500.00.
 - (2) Disposing of a cigarette or cigar butt outside of a trashcan or dumpster is considered littering.
- (k) *Littering, illegal dumping, and public health and safety violations.* It shall be unlawful for a person to throw, place or deposit, or cause to be thrown, placed or deposited, or suffer or permit his servant or any other person in his family to throw or deposit in any street, alley, gutter, ditch, lot or other place in this city, the carcass of any dead animal or fowl or any meat, fish, hides, skins, bones, offal, manure, fruit, vegetables, litter, debris, melon rinds, fruit peelings, slop, trash or other unsound or offensive matter or matter liable to become offensive or injurious to the health of those who reside in the vicinity or owned or controlled by him, or to throw, place or deposit, or cause to be thrown, place or deposit in any street, alley, gutter, ditch or other public place, or upon any lot or other premises not owned or controlled by him, tires, bottles, cans, loose paper, rags, scrapes of leather, shavings, dishwater, chips, debris, litter or trash.

Any individual group of individuals, business, or corporation who illegally disposes of litter, solid waste, tires, hazardous materials, bulky wastes, or other such materials can be charged with the following offenses and penalties:

- (1) Class C misdemeanor: five pounds/five gallons or less: fine up to \$500.00.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-5. Assembly.

A person organizing an event in a park that the person reasonably knows will be attended by more than 50 people must provide notice, at least one week before the event begins, to the city by calling city hall. Subject to compliance with all other applicable rules and ordinances, the event may be allowed upon approval of the city manager and the chief of police.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-6. Festival permitting, event permitting, and other permitting requirements.

The city council may implement permitting processes and procedures for festivals, large gatherings, events, and other permitting requirements by city council resolution.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-7. Costs and fees associated with city parks.

All costs and fees associated with city parks, including reservation fees, may be approved by city council resolution.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-8. Disruptive behavior; ejection from facilities.

- (a) If a person's conduct violates these rules, or is unlawful, disruptive, destructive, or hazardous, the person may be warned and asked to stop the conduct immediately by any city police officer.
- (b) If a person persists in the conduct after a warning, a city police officer may eject the person from the park. If a person's conduct is criminal, poses an imminent threat of injury or property damage, or prevents the public enjoyment of the premises, a city police officer may eject the person from the park and take all other actions authorized by law.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-9. Peace and quiet.

- (a) A person shall preserve the peace and quiet enjoyment of a park by observing the applicable laws and ordinances governing noise and amplified sound, unless a specific exception is approved by the city manager.
- (b) A person may not use offensive language, make unreasonable noise, discharge weapons or fireworks, or engage in gestures or conduct in a park that would be offensive to a person of ordinary sensibility. Fireworks are allowed only with explicit authorization from the city.
- (c) A person may not operate a noise-making device in a park in violation of applicable law.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-10. Weapons and firearms.

- (a) A person may not carry or possess a weapon or firearm while in a park, except where explicitly authorized by state and federal law.

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- (b) The use of a firearm, air gun, paintball gun, pellet or B.B. gun, bow and arrow, or projectile device capable of inflicting personal injury is prohibited unless conducted under permit or in a park facility where the city manager or city manager designee has authorized the use.
 - (c) A person may not display a firearm or other weapon in a park in a manner that will alarm or threaten another person, except where explicitly allowed by state and federal law.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-11. Abandoned or unattended property.

- (a) A person may not abandon a vehicle or other personal property in a park. The city may remove, impound, and dispose of abandoned property under applicable law.
- (b) A person may not leave a vehicle or other property unattended at any park in such a manner as to create a hazardous or unsafe condition. The city may impound the unattended property or move the unattended property to a safe place at expense of owner.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-12. Parking.

- (a) Unless parking is otherwise prohibited, a person may park a motor vehicle in a park only in a designated area.
- (b) A person may not park, store, or leave a vehicle or trailer in an area posted "restricted" or with "no parking" signs.
- (c) Unless specifically authorized by the city manager, overnight parking in city parks is strictly prohibited.
- (d) The city may impound a parked vehicle or trailer that creates a hazardous or unsafe condition.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-13. Commercial activity.

- (a) *Generally.* Unless a person is specifically authorized to do so by a permit or contract, or is acting in conjunction with a specifically permitted use of a reserved park facility; a person may not:
 - (1) Sell or rent a good or service in a park.
 - (2) Place a stand, cart, or vehicle in a park for a commercial purpose.
 - (3) Affix an advertisement to park property.
- (b) *Providing commercial classes and instruction.*
 - (1) A person may not conduct classes or instructional activities for compensation in a park unless the person obtains a permit from the city obtains a permit and completes a waiver of liability.
 - (2) A person may not provide a free class or instruction as an inducement or advertisement for a paid class or instruction unless the person has a permit from the city to conduct classes for compensation.
- (c) *Performing artists.* A person may perform as an artist or entertainer in a park, but the person:
 - (1) May not block a sidewalk or trail, or impede pedestrian or vehicular traffic;
 - (2) May not block or impede access to a park;
 - (3) May not perform at a restricted-access event without the written permission of the event organizer;
 - (4) May not juggle potentially hazardous materials or items such as knives or fire; and

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(Supp. No. 27, Update 2)

(5) Must comply with all otherwise applicable laws, ordinances, and rules.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-14. Animals.

- (a) A person bringing a pet or other animal into a park shall keep the animal under confinement or direct control. Leads or leashes used to control animals may not be more than six feet long. A person who brings a dog into a park may allow the dog to be without a leash in a designated off-leash area; provided that the dog must at all times remain under the person's immediate personal supervision and command. A person who brings a dog into a designated off-leash area must carry a leash in order to restrain the dog should the need arise.
- (b) A person shall remove waste left by an animal under the person's care and control and shall dispose of the waste only in an appropriate waste receptacle.
- (c) A person who brings an animal into a park may not permit the animal to remain unattended or create a disturbance or a hazard.
- (d) A person may not bring livestock into a park, or permit livestock to range at a park, except with the written approval of the city manager or city manager's designee.
- (e) A person may not ride, drive, lead, or keep a horse at a park except as authorized under a contract, or permit.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-15. Cremation remains.

A person may not disperse or dispose of cremation remains in a park.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-16. Fires, firewood, and fireworks.

- (a) A person may not light, build, or maintain a fire in a park, except in a device provided, maintained, and designated for that purpose, or as authorized by the city.
- (b) A portable camp stove or portable barbecue grill of metal construction may be used in a designated picnic area.
- (c) During a period of extreme fire hazard, the city manager or city manager's designee may prohibit or restrict fires in designated areas.
- (d) A person may not cut, gather, or collect wood or other combustible material at a park, for use as firewood or fuel.
- (e) A person may not possess or use any kind of fireworks in a city park, unless explicitly authorized by the city.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-17. Camping and overnight use.

Camping and overnight use of city parks and parking areas is strictly prohibited in accordance with V.T.C.A., Penal Code § 48.05, incorporated herein for all purposes.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Sec. 74-18. Enforcement.

- (a) Any person, firm, or organization violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed \$500.00.
- (b) Any person, firm, or organization violating public health and safety provisions described in subsection 74-4(k) shall be deemed guilty of the offenses listed within that section and upon conviction thereof shall be fined up to \$4,000.00 for the relevant violations listed in that section.

(Ord. No. 2025-01-02, § I(Exh. A), 2-4-25)

Secs. 74-19—74-35. Reserved.

ARTICLE II. RESERVED³

Secs. 74-36—74-75. Reserved.

ARTICLE III. MUNICIPAL SWIMMING POOL⁴

DIVISION 1. GENERALLY

Sec. 74-76. Council designated administrator.

The council shall designate the administrator of the municipal swimming pool under rules, regulations and directives that it may, from time to time, promulgate.

(Code 1978, § 19-19; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-77. Admission charges.

Charges to be made for admission to the municipal pool shall be set in accordance with Appendix D: Parks & Recreation Fees, set by annual city council resolution. A copy of the parks and recreation appendix may be obtained at city hall during normal business hours or by visiting www.cityofalpine.com/fees.

(Code 1978, § 19-20; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-78. Reserved.

Editor's note(s)—Ord. No. 2025-05-01, Exh. A, adopted May 6, 2025, repealed § 74-78 which pertained to additional rules and derived from 1978 Code § 19-39.

³Editor's note(s)—Ord. No. 2022-10-03, § I(Exh. A), adopted November 1, 2022, repealed art. II, §§ 74-36—74-42, which pertained to the parks and recreation board and derived from 1978 Code §§ 19-1—19-7; Ord. No. 2016-10-02, adopted November 1, 2016; and Ord. No. 2020-08-03, adopted September 1, 2020. Similar provisions may now be found in art. VII of ch. 16.

⁴State law reference(s)—Authority to provide swimming pools, Vernon's Ann. Civ. St. art. 1015c-2.

Secs. 74-79—74-100. Reserved.

DIVISION 2. CONDUCT IN POOL AREA

Sec. 74-101. Applicability of regulations.

This division shall govern all persons using the municipal pool or pool property, or present at such municipal pool or pool property.

(Code 1978, § 19-21; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-102. Running prohibited.

There shall be no running in the pool area.

(Code 1978, § 19-22)

Sec. 74-103. Glass drinks prohibited; food allowed.

No glass drinks or containers of drinks of any kind shall be permitted in the fenced-in pool area. Food is allowed in the fenced-in pool area, but barbeque pits and electric grills are strictly prohibited.

(Code 1978, § 19-23; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-104. Number of divers on diving board.

There may be only one diver on the diving board at any given time.

(Code 1978, § 19-24)

Sec. 74-105. Swimming in diving area.

No swimming shall be permitted in the diving area, or under any diving board, except upon returning to the pool surface from a dive.

(Code 1978, § 19-25)

Sec. 74-106. Use of safety ropes.

Swimmers shall not use safety ropes except for emergency safety, and there shall be no playing upon or with such ropes.

(Code 1978, § 19-26)

Sec. 74-107. Rough play.

No dunking of others or rough play shall be allowed in the pool or pool area.

(Code 1978, § 19-27)

Sec. 74-108. Toys, floats, etc.

Inflatable toys, floats or other paraphernalia shall be permitted in the pool area only at the discretion of the pool manager.

(Code 1978, § 19-28)

Sec. 74-109. Number of swimmers.

The pool manager shall have the authority to determine the number of swimmers in the pool at any given time.

(Code 1978, § 19-29)

Sec. 74-110. Playing with pool equipment.

No playing shall be permitted upon ladders or diving boards, or upon or with other pool equipment.

(Code 1978, § 19-30; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-111. Talking to lifeguard.

There shall be no talking to the lifeguard on duty, except to call for assistance or instructions regarding pool safety or etiquette.

(Code 1978, § 19-31)

Sec. 74-112. Alcoholic beverages.

No alcoholic beverages in any form shall be permitted in the pool area or in the parking area adjacent to the pool area.

(Code 1978, § 19-32)

Sec. 74-113. Shower required.

All swimmers must take showers before entering the pool area.

(Code 1978, § 19-33)

Sec. 74-114. Reserved.

Editor's note(s)—Ord. No. 2025-05-01, Exh. A, adopted May 6, 2025, repealed § 74-114 which pertained to required bathing caps and derived from 1978 Code § 19-34.

Sec. 74-115. Accompaniment of small children.

All children under 13 years of age in the pool area must be accompanied by a parent or other responsible adult person who is 18 years of age or older.

(Code 1978, § 19-35; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-116. Smoking.

No smoking, vaping, dipping, or other use of tobacco in the pool area shall be permitted.

(Code 1978, § 19-36; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Sec. 74-117. Refuse disposal.

No household waste of any kind or nature shall be deposited, or permitted to be deposited, in any manner, in the swimming or wading pool, or in any other portion of the pool area, other than in designated receptacles.

(Code 1978, § 19-37; Ord. No. 2025-05-01, Exh. A, 5-6-25)

Cross reference(s)—Solid waste, ch. 82.

Sec. 74-118. Trespassing.

No one, except authorized pool personnel, or other city employees engaged in their respective duties relative to city business, garbage collection or other designated duties, shall be permitted within the pool area except when the pool is open for business and regular attendants are on duty. Any violation of this section shall be declared a trespass, per se.

(Code 1978, § 19-38)

Sec. 74-119. Enforcement.

Any person, firm, or organization violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed \$500.00.

(Ord. No. 2025-05-01, Exh. A, 5-6-25)

Secs. 74-120—74-125. Reserved.

***ARTICLE IV. STANDARD OF CARE FOR PARKS AND RECREATION
DEPARTMENT RECREATION PROGRAM***

DIVISION 1. GENERALLY

Sec. 74-126. Purpose.

The purpose of this chapter is to protect the health, safety and well being of the children in the city by establishing the minimum standards for their safety and protection for the parks and recreation programs sponsored by the city. It is the policy of the state that all recreation programs operated by a municipality adopt such standards of care by ordinance after a public hearing for such programs. The standards of care are to include, but are not limited to, at a minimum, staffing ratios, minimum staff qualifications, minimum facility, health and safety standards, and a mechanism for monitoring and enforcing the adopted local standards. Further, all parents will be provided with information on the programs and be advised that the programs are not licensed by the state.

(Ord. No. 2001-3-5, § 1.01, 3-28-01)

Secs. 74-127—74-150. Reserved.

DIVISION 2. OVERVIEW

Sec. 74-151. Program description.

Program descriptions must be submitted to the parks and recreation department to determine if exemption status from child and licensing can be awarded.

(Ord. No. 2001-3-5, § 2.01, 3-28-01)

Sec. 74-152. Open-ended programs.

- (a) Open-ended programs are defined as programs where the children in attendance have the right to "come and go" as they please.
- (b) Activities in open-ended programs are subject to attendance by participants on an "at-will" basis.
- (c) Supervision of open-ended programs and child/staff ratios are the sole responsibility of the vendor.
- (d) Open-ended programs will not require registration from child participants.

(Ord. No. 2001-3-5, § 2.02, 3-28-01)

Sec. 74-153. Structured programs.

- (a) Structured programs shall be defined as programs that are required to meet the criteria set forth in the childcare licensing rules and regulations.
- (b) Childcare programs must meet the requirements based on section 74-153 and all other requirements of this chapter.
- (c) Application for licensing of a structured program is the sole responsibility of the vendor.
- (d) Renewal of vendor agreement of structured programs is subject to application and approval of childcare licensing.

(Ord. No. 2001-3-5, § 2.03, 3-28-01)

Secs. 74-154—74-175. Reserved.

DIVISION 3. VENDORS/SUBCONTRACTORS

Sec. 74-176. Definition of vendor/subcontractor.

- (a) Vendors and/or subcontractors shall be defined as any organization or agency, federal, state or local, that contracts with the city's parks and recreation department to facilitate a structured or open-ended program for children under 18 years of age.
- (b) All vendors/subcontractors will comply with the municipality guidelines and standard of care rules in this chapter and public health and safety standard.

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- (c) Renewal of vendor agreement/contract by the department will be subject to the approval of an annual evaluation of contract, submission for renewal of vendor contract, and verification of compliance with childcare licensing if applicable.

(Ord. No. 2001-3-5, § 3.01, 3-28-01)

Sec. 74-177. Vendor rights and obligations.

The city has the right to subcontract recreation programs to vendors. Vendors that are awarded the contract to provide municipality programs must demonstrate that the program(s) provided will meet the minimum rules and standards of care set forth by the city:

- (1) Vendors shall submit a vendor's agreement with the city parks and recreation department. The vendor's agreement shall include but is not limited to:
 - a. An indemnity policy that will indemnify and hold the city harmless against any and all claims, liabilities or expenses, including attorneys' fees arising directly or indirectly, or any way connected with the performance or services under the agreement.
 - b. All fiscal responsibilities are the sole responsibility of the vendor. The vendor will bear the administrative cost of all fiscal functions of programs, personnel costs to include: Federal Income Tax, or Social Security, benefit programs, Workers' Compensation Insurance, Unemployment Compensation Insurance, or any other insurance or benefits coverage provided by the vendor to its employees.
 - c. Vendor shall enter into a mutual agreement with the city parks and recreation department. The mutual agreement shall be renewed annually by the vendor.
 - d. Hours of program and program description shall be provided in the vendor agreement, and any and all reimbursement rates listed, and transportation rates listed if applicable.
 - e. A vendor data worksheet/descriptive information document must also be submitted. This document shall include facility type, facility name, facility address, facility owner, contact person, authorized vendor representative, capacity of rooms if applicable, group size, period of operation, transportation, snacks and other food supplied, special disabilities programs, and insurance/bond information.
 - f. Notice of ages of children not under contract information (children under seven years of age).

(Ord. No. 2001-3-5, § 3.02, 3-28-01)

Secs. 74-178—74-190. Reserved.

DIVISION 4. RULES AND STANDARDS

Sec. 74-191. Rules and standards—Generally.

- (a) The city shall make rules to carry out the provisions of the chapter.
- (b) The city shall conduct an annual comprehensive evaluation and review of the ordinance to comply with childcare licensing rules and standards where applicable and maintain exemption status of programs that meet exemption criteria. The review shall be conducted at least on the last day of the first annual quarter of the programs or at:
 - (1) The conclusion of the annual review of the rules and standards;

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- (2) A decision by the city to revise the rules and standards;
 - (3) A decision by the city council not to revise the rules and standards; or
 - (4) By the city council adopting of new standards.
- (c) The city parks and recreation department shall promulgate minimum standards that apply to parks and recreation programs covered by this chapter that will:
- (1) Promote the health, safety, and welfare of children in attendance program.
 - (2) Promote minimum physical facilities for programs that fall under the jurisdiction of this chapter.
 - (3) Ensure adequate supervision of children attending programs by capable, healthy and qualified personnel.
 - (4) Prohibit racial discrimination in any programs.
 - (5) Provide parental information on programs.
 - (6) Provide parents with liability information.
 - (7) Post all city waiver of liability information in every area inside and outside where activities take place.
- (Ord. No. 2001-3-5, § 4.01, 3-28-01)

Sec. 74-192. Staffing ratios.

Child/staff ratios shall be in compliance with Texas State Licensing Rules and Regulations of structured programs.

- (1) Renewed or amended regulations according to state statutes for structured and open-ended programs must be in compliance within a 30-day period of amendment.
 - (2) The child/staff ratio is based on the age of more than half the children in any group.
 - (3) Volunteers may be counted to meet the child/staff ratios.
 - (4) Children six to 13 years of age in an open-ended program must be in a group size of one adult to 26 children and a maximum group size not to exceed one adult to 35 children.
 - (5) A parent or guardian in open-ended programs must accompany children under six years of age.
- (Ord. No. 2001-3-5, § 4.02, 3-28-01)

Sec. 74-193. Minimum staff qualifications.

- (a) Minimum staff qualifications prescribed by the parks and recreation department to ensure the safety and well being of children in municipality programs shall include:
- (1) Structured programs must follow state recommendations for childcare centers on all staff, directors, coordinators and volunteers.
 - (2) Open-ended programs must have a minimum of a high school diploma for general staff.
 - (3) Open-ended programs must have a director/coordinator/supervisor with a minimum of two years of university level course work or an AA degree or higher.
 - (4) All staff must submit to a background and criminal history check from:
 - a. The state department of public safety under V.T.C.A., Government Code § 411.114, or by the Federal Bureau of Investigation or any other criminal justice agency under V.T.C.A., Government Code § 411.087; and

b. The department record of reported abuses and neglect.
(Ord. No. 2001-3-5, § 4.03, 3-28-01)

Secs. 74-194—74-200. Reserved.

DIVISION 5. MINIMUM FACILITY

Sec. 74-201. Minimum facility—Definitions.

Minimum facility shall be defined as any edifice that is currently under the jurisdiction of the city.

- (1) Facilities shall have running water.
- (2) Facilities shall have minimum adequate lighting.
- (3) Facilities shall have emergency exits.
- (4) Facilities shall have minimum electricity available.
- (5) Facilities shall have adequate ventilation.
- (6) Facilities must permit city employees to have access to facility.
- (7) Facility shall have adequate parking for recreation program participants/parents.
- (8) Facility shall have handicapped access.

(Ord. No. 2001-3-5, § 5.01, 3-28-01)

Secs. 74-202—74-215. Reserved.

DIVISION 6. HEALTH AND SAFETY STANDARDS

Sec. 74-216. Health standards—Generally.

The department retains the right to facilitate minimum health and safety standards of recreation programs and the edifice in which the program is housed.

- (1) Health standards of structured and open-ended programs must include a minimum of:
 - a. All personnel in general good health.
 - b. All personnel shall have a basic knowledge in first aid procedures.
 - c. Programs will be posted in every room where children are present and an emergency evacuation plan.
 - d. Staff shall maintain minimum housekeeping of facility.

(Ord. No. 2001-3-5, § 6.01, 3-28-01)

Sec. 74-217. Safety standards.

- (a) The department for all recreation programs in the city shall promulgate minimum safety standards. These safety standards shall include but are not limited to:

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- (1) Free access to all entrance/exits.
 - (2) Facilities free from refuse.
 - (3) Visual inspection of facilities must take place on a regular basis to ensure proper upkeep of outside/inside areas where children are present.
- (b) Staff of the facility or program must call the fire department in case of fire or danger of fire, explosion, toxic fumes, or other chemical release.
 - (c) Fire extinguishers must be mounted on wall by a bracket or hanger and made readily available for immediate use by staff.
 - (d) Extinguishers must be serviced when required.
 - (e) Evacuation plans must be posted in every area where children are present. The plan must show all emergency exits from area.
 - (f) Emergency exits must be kept clear at all times.
 - (g) All structured programs must be in compliance with all childcare licensing safety, fire and emergency rules and regulations.
 - (h) Heating devices and areas near heat sources must not present fire hazards and must not present hazards to children.
- (Ord. No. 2001-3-5, § 6.02, 3-28-01)

Secs. 74-218—74-225. Reserved.

DIVISION 7. MONITORING

Sec. 74-226. Monitoring—Generally.

Monitoring mechanisms for recreation programs are defined as procedures and processes that ensure that programs are in compliance with minimum standards of care, minimum rules and safety and health and safety standards in these chapters.

- (1) Monitoring mechanisms shall include but are not limited to:
 - a. Annual approval of submitted renewal vendor/subcontractor agreement with city.
 - b. All structured programs that are subject to childcare licensing rules and regulations are verified annually that the program and facility are in compliance with set standards of the state.
- (2) Enforcing local standards shall be the province of the city.
 - a. All recreation programs must notify in writing within a 30-day period to the city parks and recreation department upon the approval, revocation, suspension or modification of existing or new programs, licensing, or vendor/subcontractor agreements.
 - b. The city will require a written statement of compliance with all standards in these chapters annually of all recreation programs in the city.

(Ord. No. 2001-3-5, § 7.01, 3-28-01)

Secs. 74-227—74-240. Reserved.

- CODE OF ORDINANCES
Chapter 74 - PARKS AND RECREATION
ARTICLE IV. - STANDARD OF CARE FOR PARKS AND RECREATION DEPARTMENT RECREATION
PROGRAM
DIVISION 8. SIGN POSTING

DIVISION 8. SIGN POSTING

Sec. 74-241. Signs on, in or near facility or program.

Signs required by the State of Texas Regulation of Certain Facilities, Homes, and Agencies that Provide Childcare Services and Human Resource Code as amended, 76th Legislature, September 1, 1999 will be posted in a conspicuous location that is accessible to all employees and customers that to include:

- (1) Human Resource Code Section 42.041(14) states that parents be informed that the program is not licensed by the state and that the program not be advertised as a childcare facility.
- (2) Section 42.055, a description of the provisions of the Family Code relating to the duty to report child abuse or neglect, and a description of the penalties for violating the reported provisions of the Family Code.

(Ord. No. 2001-3-5, § 8.01, 3-28-01)

Proposed Parks & Recreation Ordinance Amendments:

Facility Reservation Procedures Last Update: 2022

Given the consistent growth in participation within our athletic leagues, specifically the increasing number of teams and volunteer coaches, the Parks and Recreation Department will formally request the following amendments to the existing Parks and Recreation Ordinance and procedures:

1. **Incorporation of New Stipulations into the Parks and Recreation Ordinance:**
 1. **Permit Conditions for Commercial Use:** As currently detailed on the updated Parks & Field Commercial Use Permit form provided.
 1. **Prohibited Use:** Pursuant to Section 74-13 of the Alpine Code of Ordinances, commercial activities, classes, or programs for compensation are prohibited in City parks unless specifically authorized by permit.
 2. **Priority of Use for Practice and Game Fields:** Fields are reserved **free of charge for team practices and games** to encourage and promote field use for teams over commercial activity or personal profit, **with the exception of authorized fund raisers or special events.**
 3. Permits for commercial use at practice and games fields will not be approved, **with the exception of authorized fund raisers or special events.**
 4. **Limitations:** This permit does **not** guarantee exclusive use of the park outside of the specified dates/times.
 5. Concessions, sales, or distribution of merchandise are prohibited unless separately authorized.
 6. Amplified sound, special equipment, or structures (tents, inflatables, etc.) require additional approval.
 7. **Non-transferability:** Permits are valid only for the applicant and activity listed. They may not be assigned, sublet, or transferred.
 8. **Compliance:** All participants must comply with City ordinances, Parks & Recreation rules, and staff directions. Failure to comply may result in immediate revocation of this permit.
 2. **Reservation Limitations, Prohibited Use, and Priority of Use for General Field Reservation:** Pertaining to practice and games, as currently detailed on the updated Field Reservation Form provided:
 1. **Reservation Limitations:** Overall of (2) days per week, (2) hours per day. Multiple field reservation per coach/team not permitted.
 2. **Prohibited Use:** Pursuant to Section 74-13 of the Alpine Code of Ordinances, commercial activities, classes, or programs for compensation are prohibited in City parks unless specifically authorized by permit.
 3. **Priority of Use for Practice and Game Fields:** Fields are reserved **free of charge for team practices and games** to encourage and promote field use for teams over commercial activity or personal profit, **with the exception of authorized fund raisers or special events.**
 4. Permits for commercial use at practice and games fields will not be approved, **with the exception of authorized fund raisers or special events.**
 5. **(11/12/2025 Board Proposals):**
 - Field reservations should require a minimum number of participants.
 - A maximum time limit must be established for the reservation length.
3. **Increased Field Daily Reservation Time:** Proposed increasing the maximum daily reservation time from two (2) hours to two and a half (2.5) hours to mitigate the impact of the two-day maximum restriction.

4. **Field Electrical Use During Daylight Savings Time:**
 1. A definitive decision is required regarding limitations, prohibited use, consequences of misuse, and priority of use.
 2. These guidelines must be formally documented within the ordinance and procedures.
 3. **Issue:** Current practices lack consistency, which has led to complaints of perceived targeting (e.g., independent sports clinics). A uniform policy is necessary.
 4. **Recommendation:** Reservations should be moved to an earlier time slot to reduce excessive electrical consumption and associated expenses.
5. **Additional Park Prohibited Items:** The use of metal detectors shall be prohibited.
6. **Digging Restrictions:** Excavation or digging is prohibited without prior permission from a supervisor.
7. **Firm Clarification of Authorization Authority:** A final decision on the authorizing party must be stipulated in the ordinance and procedures.
 1. **Issue:** Decisions made by the Parks Supervisor and Public Works Director are frequently overruled. **Suggested Approval Authority:** The Parks Supervisor, contingent upon crew availability.
8. **Keys to Field Lights:** Keys may be held by the Sports Board President and/or designated board members.
 1. **Issue:** In the past, unauthorized duplication and distribution of keys have occurred.
 2. **(11/12/2025 Board Proposals): code lock.**
2. **Updated Written Procedures for Reserving Park Facilities:** The existing procedures require revision. The last update was completed on March 18, 2022.

**PARKS AND RECREATION BOARD AGENDA ITEM REPORT
December 10, 2025**

Agenda Item No. 6D

Department: Parks & Recreation

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: None



AGENDA ITEM

Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The field reservation process was discussed at the November 12, 2025 Parks and Recreation Board meeting, at which time the Board expressed a desire to continue the dialogue to improve and refine the process. This item is presented to facilitate further discussion of current practices and potential enhancements to the field reservation process moving forward.

SUPPORTING MATERIALS

- 1. Field Reservation Policy - Renewed 2022
- 2. Field Reservation Guide
- 3. Field Reservation Form 2025
- 4. Field Commercial PERMIT 2025

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary

**City of Alpine
Procedures for Reserving Park Facilities**

Name: Reservations for baseball/softball fields at City Parks

Purpose: The City of Alpine maintains a listing of all baseball/softball fields for the City of Alpine at the administration office for the purpose of scheduling usage by teams.

Procedures: Fields will be scheduled on a first come first served basis. Fields may be reserved for two (2) days per week, two hours per day. Any practice time can be "bumped" if the League schedules a game for that field at that time. Game schedules will be given priority over practice schedules for all league play including traveling teams.

Participants of Big Bend Little League and Big Bend Amateur Softball Association have priority over all other intramural leagues to reserve city owned facilities during the regular season for practice fields.

The City owned game fields (Kokernont Little League, Manuel Payne, International Fields, and Val Lujan) are not to be used as practice fields during the regular season with exception given to High School Team (February - June)

City Owned Ball Fields:

Game Fields:


Kokernot Little League, 500 E. Hendryx
Manuel Payne, 1500 N. Fighting Buck Ave.
Alpine International Field, 1500 N. Fighting Buck Ave.
Val Lujan, 500 S. 11th St.

Practice Fields:

American Legion Post 79 Field, 900 W. Marfa
Pueblo Nuevo Field, 1500 E. Gallego Ave.
SRSU Fields 1, 2, 3, & 4

Availability pending: Sul Ross Field, the City of Alpine may sign a Facility Use Form with Sul Ross for an additional at E. Gallego and Regan St. during the season.

Arrangements to use AISD fields at the Elementary and Middle School, along with the Field of Dreams should be scheduled through league coordinators.

Approved: 
Megan Antrim, City Manager

Date: 3-18-2022
Revised 3/18/22

CITY OF ALPINE FIELDS (Reservation guide)

FIELDS FOR GAMES ONLY:

Alpine International-Baseball season for Games ONLY. Soccer season: To be reserved/divided as league decides

Kokernot Little League-Only All stars or sports clinics can use it for practice.

Manuel Payne-Only All stars or sports clinics can use it for practice.

FIELDS FOR PRACTICES

American Legion Post 79: Field 1-No restrictions

American Legion Post 79: Field 2-No restrictions

Soccer Upper Field 1-To be reserved/divided as league decides

Soccer Upper Field 2-To be reserved/divided as league decides

Soccer Lower Field-To be reserved/divided as league decides

SRSU 1-No restrictions

SRSU 2-No restrictions

SRSU 3-No restrictions

SRSU 4-No restrictions

Val Lujan Field-Reservation is for the field only (it is separate from the Centennial park). Restrooms will be accessible only during tournaments. Baseball season: to be reserved as 1 field. Soccer season: could be used as 2 fields

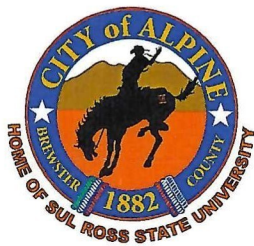
Parks

Centennial School Park-Reservation is for the park and cemented basketball courtyard. Bathrooms are to be accessible upon reservation except during winter season. Electricity usage is permitted.

Pavilions

Kokernot Pavilion-Will be reserved by the Finance Department. Send a copy of the reservation form to Public Works.

Pueblo Nuevo Pavilion- Will be reserved by the Finance Department. Send a copy of the reservation form to Public Works.



City of Alpine
 100 North 13th Street
 Alpine, Texas 79830
 (432) 837-4037

Field Reservation Form

Field Name: _____

Group Name: _____

Person Reserving Field/Park: _____ Date: _____

Address: _____ Phone: _____

Beginning Date: _____ Ending Date: _____

Reason for Reservation (please check one): Practice Game (2hr) Games(all day) Other(indicate times needed below)

Requested Days

Day:	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
Start Time:							
End Time:							

Reservation Limitations: Overall of (2) days per week, (2) hours per day. Multiple field reservation per coach/team not permitted.

Prohibited Use: Pursuant to Section 74-13 of the Alpine Code of Ordinances, commercial activities, classes, or programs for compensation are prohibited in City parks unless specifically authorized by permit. **2. Priority of Use for Practice and Game Fields:** Fields are reserved **free of charge for team practices and games** to encourage and promote field use for teams over commercial activity or personal profit, **with the exception of authorized fund raisers or special events.** Permits for commercial use at practice and games fields will not be approved, **with the exception of authorized fund raisers or special events.**

The City of Alpine and its agents, employees and contractors shall not be liable for, and user hereby releases all claims for damage to or loss of personal property sustained by user or any person claiming through user resulting from any fire, accident, occurrence, theft or condition in or upon the City of Alpine premises or which they shall be a part of, or if adjoining or contiguous property or buildings, provided same are not due to negligence of the City of Alpine, its agents, or employees.

Any damages or losses on the City of Alpine premises or adjoining property or buildings, reserve is responsible for reporting all damages/losses to the property owner.

Signature: _____

Date: _____

Authorized: _____

Date: _____

Updated: 11/2025



Parks & Field Commercial Use Permit Application & Waiver of Liability

Ordinance Reference: Section 74-13, Code of Ordinances, City of Alpine, Texas

Applicant Information		
Name of applicant/ Organization		
Contact Person	Mailing Address	
Primary Telephone Number	Email Address	
Activity Information		
Type of Activity / Class		Event Date(s)
Event Start Time A.M / P.M	Event End Time A.M / P.M	Number of Participants (per session)
Requested Location(s)		

Permit conditions
<p>1. Prohibited Use: Pursuant to Section 74-13 of the Alpine Code of Ordinances, commercial activities, classes, or programs for compensation are prohibited in City parks unless specifically authorized by permit.</p> <p>2. Priority of Use for Practice and Game Fields: Fields are reserved free of charge for team practices and games to encourage and promote field use for teams over commercial activity or personal profit, with the exception of authorized fund raisers or special events. Permits for commercial use at practice and games fields will not be approved, with the exception of authorized fund raisers or special events.</p> <p>3. Limitations:</p> <ul style="list-style-type: none"> ○ This permit does not guarantee exclusive use of the park outside of the specified dates/times. ○ Concessions, sales, or distribution of merchandise are prohibited unless separately authorized. ○ Amplified sound, special equipment, or structures (tents, inflatables, etc.) require additional approval. <p>4. Non-transferability: Permits are valid only for the applicant and activity listed. They may not be assigned, sublet, or transferred.</p> <p>5. Compliance: All participants must comply with City ordinances, Parks & Recreation rules, and staff directions. Failure to comply may result in immediate revocation of this permit.</p>
Waiver Of Liability & Hold Harmless Agreement

In consideration of being granted permission to use City of Alpine park facilities, the undersigned agrees to the following:

- I acknowledge that participation in athletic, recreational, or instructional activities involves inherent risks of injury.
- I assume all responsibility and liability for any injury, damage, or loss to myself, my organization, participants, and spectators.
- I agree to indemnify, defend, and hold harmless the **City of Alpine, its officers, employees, and agents** from any and all claims, demands, damages, or causes of action arising out of or connected with my use of City facilities under this permit.

- I understand that the City of Alpine makes no warranty regarding the condition, suitability, or safety of park facilities.

Applicant Certification

I have read and agree to comply with the conditions of this permit, including the prohibition on commercial use of fields for compensation.

I further agree that **fields may not be used for compensated instruction or classes to prioritize public access or team practices/games.**

- **Signature of Applicant:** _____ **Date:** _____
- **Printed Name:** _____

City of Alpine Approval (for City use only)

- Approved: Yes No
- Conditions / Restrictions: _____
- Parks & Recreation Director / Designee: _____ **Date:** _____

PARKS AND RECREATION BOARD AGENDA ITEM REPORT

December 10, 2025

Agenda Item No. 7A

Department: Board

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: Approve



AGENDA ITEM

Appoint a Chair of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

This item is being added to facilitate the appointment of a Chair of the Board due to the position being vacant.

SUPPORTING MATERIALS

None

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary

PARKS AND RECREATION BOARD AGENDA ITEM REPORT

December 10, 2025

Agenda Item No. 7B

Department: Board

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: Approve



AGENDA ITEM

Appoint a Vice-Chair of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

This item is being added to facilitate the appointment of a Vice-Chair of the Board due to the position being vacant.

SUPPORTING MATERIALS

None

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2025-2026: N/A

Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary

Geoffrey R. Calderon, City Secretary

PARKS AND RECREATION BOARD AGENDA ITEM REPORT

December 10, 2025

Agenda Item No. 7C

Department: Board

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, Interim City Manager

Staff Recommendation: Approve



AGENDA ITEM

Appoint a Secretary of the Parks and Recreation Board. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

This item is being added to facilitate the appointment of a Secretary of the Board due to the position being vacant.

SUPPORTING MATERIALS

None

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2025-2026: N/A
Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary
Geoffrey R. Calderon, City Secretary