



CITY OF ALPINE
REGULAR CITY COUNCIL MEETING
January 20, 2026 – 4:00 PM

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

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

- A. Workshop to discuss funding non-profit organizations and the possible implementation of a Community Service Grant Program. (G. Calderon, Interim City Manager)

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

- 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.

3. **PUBLIC COMMENTS.**

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

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.

- A. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2026-01-01, an ordinance establishing regulations related to the operation of golf carts, pocket bikes, and mini-motorbikes within the city; Providing the establishment of up to a \$500 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.
- B. Public Hearing to obtain citizen's views and comments regarding Special Use Permit 2026-01-01, a special use permit allowing the applicant, Karen Chapman, to establish a short term rental at 401 W. Sul Ross. The property owner of record is Karen Chapman & Thomas Robinson. The Parcel ID of the subject property is 35650.

5. **PUBLIC PRESENTATIONS.**

- A. Presentations & Recognitions
 - i) Swearing in of Henry Arredondo as City Manager by the Honorable Judge Elizabeth Lewis.
 - ii) Presentation and Ceremonial Swearing-In of the Alpine Police Department Officers by Chief of Police Kirk Caughman.
 - iii) Presentation to Marsha Guerry-Hurley in appreciation of her donation of a ballistic vest for K-9 Prada.
- B. Proclamations
- C. Community Interest Items
 - i) Mayor Announcements
 - ii) City Manager Announcements
 - iii) Council Member Announcements
- 6. **CHANGES TO POSTED AGENDA.**
NOTICE: The City Council reserves the right to change the order of business at any time during the meeting. To change the order of business a motion, a second, and a majority vote is required.
 - A. **Items to be continued or withdrawn.** Items may be continued to the next City Council meeting or withdrawn from consideration during this agenda. Items to be continued or withdrawn require a motion, a second, and a majority vote.
 - 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.
 - 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.
 - 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.
- 7. **TIME SENSITIVE ITEMS.**
- 8. **CONSENT AGENDA.**
 - A. Approval of the January 6, 2026 Regular Meeting Minutes (G. Calderon, City Secretary)
 - B. Approval of the November 2025 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public Information, and Departmental Statistics and Updates. (G. Calderon, Interim City Manager)
 - C. Approval of the December 2025 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public

Information, and Departmental Statistics and Updates. (G. Calderon, Interim City Manager)

- D. Approval of the 1st Quarter Fiscal Year 2026 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public Information, and Departmental Statistics and Updates (G. Calderon, Interim City Manager)
- E. Approval of the appointment of Martha Munoz to the Place 7 position on the Building & Standards Commission. (E. Martinez, City Council)
- F. Approve Special Use Permit 2026-01-01, a special use permit allowing the applicant, Karen Chapman, to establish a short term rental at 401 W. Sul Ross. The property owner of record is Karen Chapman & Thomas Robinson. The Parcel ID of the subject property is 35650. (G. Calderon, Interim City Manager)
- G. Approval of a Letter of Support for the 2026 Keep Texas Beautiful Affiliate Annual Recognition - Gold Star Level. (G. Calderon, Interim City Manager)
- H. Approval of the December 2025 invoice for Bojorquez Law Firm Services. (G. Calderon, Interim City Manager)
- I. Approval of the termination of the stipend provided to Geoffrey R. Calderon for Interim City Manager services effective January 20, 2026. (G. Calderon, Interim City Manager)
- J. Approval of Fiscal Year 2025-2026 1st Quarter Investment Report. (G. Calderon, Interim City Manager)

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. Alpine Volunteer Fire Department Update from Chief James Etchison. (G. Calderon, Interim City Manager)
- B. Emergency Services Board update by Rusty Moore. (G. Calderon, Interim, City Manager)

11. **INFORMATION OR DISCUSSION ITEMS.**

- A. Discuss updates to the Skyway Gardens II water system improvements project, including a recommended change to the project design approach related to pressure plane boundaries, pump station coordination, and water service delivery, and review the proposed path forward to address newly identified system constraints and project timing considerations. (G. Calderon, Interim City Manager)
- B. Finance Report - October 2025, November 2025, and December 2025 Revenue and Expense Reports by Victoria Sanchez, Director of Finance. (G. Calderon, Interim City Manager)
- C. Finance Operations Update from Victoria Sanchez, Director of Finance. (G. Calderon, Interim

City Manager)

- D. Discuss potential City participation in hosting a 2026 Governor’s Small Business Summit in Alpine, including coordination with Brewster County, Sul Ross State University, and local partners; review partner responsibilities outlined by the Governor’s Office; consider potential dates, topics, and venue options; and provide direction regarding any anticipated City involvement or expenditures related to the event. (G. Calderon, Interim City Manager)
- E. Process and Timeline to Consider Proposed Amendments to the City of Alpine Home-Rule Charter for Submission to the Voters at the November 3, 2026 Uniform General Election. (G. Calderon, Interim City Manager)
- F. Presentation and discussion by Adriana Holguin, Public Works Administrative Assistant, regarding the In-House Flood Mitigation Action Plan for Fiscal Years 2026–2028, including proposed short-term drainage and vegetation management projects, coordination with the Fire Department and TxDOT, preliminary infrastructure improvements in flood-prone areas, identification of future grant-eligible sites for potential retention ponds, and consideration of establishing a recurring annual flood mitigation funding mechanism within the General Fund. (G. Calderon, Interim City Manager)
- G. Discuss and consider clarification of Resolution 2025-02-01 regarding the term of the City’s sponsorship approval for the Mountain Country Christmas Bazaar, including a review of the February 4, 2025 agenda language, resolution caption, and operative resolution language referencing the 2025 and 2026 event years, and determine whether any corrective or ratifying action is necessary. (L. Escovedo, City Council)

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 2026-01-01, an ordinance establishing regulations related to the operation of golf carts, pocket bikes, and mini-motorbikes within the city; Providing the establishment of up to a \$500 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)

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.

A. **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; Boards, Commissions, and Committees.

14. **CITY COUNCIL MEMBER COMMENTS.**

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. Discussion regarding the Municipal Pool, requirements under Texas Code, plans for the upcoming season, and status of personnel requisition. (G. Calderon, Interim City Manager)

B. Personnel Matters § 551.074, Texas Government Code

- i. 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.**

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

17. **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 pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2 P.M. on January 14, 2026, and remained so posted for at least 3 business days preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL

this 14 day of January, 2026.


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



CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 1A

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: None



AGENDA ITEM

Workshop to discuss funding non-profit organizations and the possible implementation of a Community Service Grant Program. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The City Council has engaged in multiple discussions over the past year regarding the appropriate framework for funding nonprofit organizations that provide services to Alpine residents. These discussions have been prompted by increased requests for City funding, the absence of a formalized grant process, and the desire to ensure transparency, equity, and compliance with public-purpose requirements.

On **January 7, 2025**, the City Council reviewed a **draft Community Services Grant Program**, prepared by the former City Manager, intended to establish a competitive, policy-driven process for nonprofit funding. That draft outlined eligibility criteria, priority service areas, application requirements, evaluation standards, reporting obligations, and Council oversight.

Subsequently, on **September 16, 2025**, the City Council held a discussion regarding the potential funding of **St. Vincent de Paul**, further highlighting the need for a consistent and defensible framework for evaluating nonprofit funding requests.

Following adoption of the **FY 2025–2026 Budget**, and in response to an increase in nonprofit organizations requesting City funds, **Mayor Catherine Eaves** sponsored an agenda item on **October 7, 2025**, to revisit nonprofit funding practices. At that meeting, the City Council reviewed the draft Community Services Grant Program and directed staff to schedule a dedicated workshop to refine the process and determine whether to adopt the draft program, or a similar framework, for incorporation into the upcoming budget cycle.

The **January 20, 2026 workshop** is intended to:

- Review the draft Community Services Grant Program in detail;
- Discuss policy considerations related to public purpose, eligibility, prioritization, funding limits, and reporting;

- Consider how a formal grant program could be integrated into the City’s annual budget process; and
- Provide direction on whether to adopt, modify, or replace the draft program for future nonprofit funding decisions.

The attached draft program proposes a **competitive, General Fund–supported grant process** with clearly defined focus areas, including public safety, basic needs, educational assistance, and community beautification, along with Council review, conflict-of-interest safeguards, and reporting requirements.

Current Nonprofit Funding

At present, the City provides funding to the following nonprofit organizations through the adopted budget:

- **Family Crisis Center of the Big Bend** – \$9,425
- **Children’s Advocacy Center of the Big Bend** – \$5,000
- **Alpine Public Library** – \$40,000, plus additional amounts as determined through the annual budgeting process

This workshop does not involve approval of funding awards. Rather, it is intended to guide future policy decisions and establish a clear, transparent framework for evaluating nonprofit funding requests in upcoming fiscal years.

SUPPORTING MATERIALS

1. DRAFT - Community Service Grant Program Policy & Application

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

Approved - 1/12/2026
 Final Approval - 1/12/2026



CITY OF ALPINE

Community Service Grant Program Policy & Application

Date: January XX, 2025

Version: 1.0

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DRAFT

1.0 POLICY

1.1 STATEMENT

The City of Alpine recognizes the vital role nonprofit organizations play in improving the quality of life for our residents. To support these efforts, the Alpine Community Services Grant Program provides competitive grant funding to eligible nonprofits that deliver services benefiting Alpine residents.

While all applications are welcome, special consideration will be given to organizations that offer Alpine residents the following:

1. Public Safety and disaster relief assistance
2. Basic needs and services for veterans
3. Basic needs and services for the elderly
4. Basic needs and services for people with lower incomes
5. Community beautification and upkeep
6. Educational resources and assistance

1.2 SCOPE

This policy applies to all nonprofit organizations seeking funding from the Alpine Community Services Grant Program. It governs the eligibility, application, review, funding, reporting, and transparency processes for all grants awarded through this program. The scope of the program includes:

- Organizations operating within the City of Alpine or providing measurable benefits to Alpine residents.
- Nonprofit projects or programs that align with the City’s organizational goals and community priorities.
- One-time grants funded exclusively through the City of Alpine’s general fund, subject to annual budget approval and availability.

This policy does not apply to:

1. Organizations already under contract with the City to provide specific services (e.g., utility assistance, business retention).
2. For-profit entities or individuals.

2.0 DEFINITIONS

2.1 DEFINITIONS

For clarity and consistency, the following terms are defined as used in this policy:

1. **Nonprofit Organization:** An organization registered under Section 501(c)(3) of the Internal Revenue Code or similar legal designation, operating on a not-for-profit basis for charitable, educational, or community purposes.
2. **Public Safety:** Services or initiatives aimed at protecting the health, safety, and welfare of the community, including disaster relief, emergency response, and crime prevention.
3. **Basic needs:** Essential resources and services such as food, clothing, shelter, healthcare, and utilities that ensure the well-being of individuals or families.
4. **Community Beautification:** Activities or projects that enhance the physical appearance and environmental quality of Alpine, including landscaping, public art installations, and litter removal.
5. **Educational Assistance:** Programs or services that promote learning, skill development, or access to education for Alpine residents.
6. **Competitive Grant:** A funding process where applications are evaluated based on predetermined criteria to ensure fairness and the selection of the most impactful proposals.
7. **Grant Recipient:** A nonprofit organization awarded funds through the Alpine Community Services Grant Program to implement an approved project or program.
8. **General Fund:** The primary fund source for the City of Alpine's operations and programs, including the Community Services Grant Program.
9. **Eligible Organizations:** A nonprofit that meets the criteria outlined in the Eligibility Criteria section of this profit.

3.0 GUIDELINES AND PROCEDURES

3.1 PROGRAM GUIDELINES

- Funding Source: The program is funded through the City of Alpine's general fund.
- Competitive Process: Grant funding is limited and awarded based on a competitive evaluation process. Not all requests may be funded.
- Purpose: Funding will be provided to organizations whose proposals most effectively serve the public purpose in alignment with the City's goals and community's needs.

3.2 ELIGIBILITY CRITERIA

1. Applicants must be registered nonprofit organizations in good standing with relevant state and federal regulatory authorities.
2. The nonprofit must demonstrate a measureable positive impact on Alpine residents.
3. Proposals must align with the grant program's priority focus areas listed above.
4. Applicants must have served at least ____ Alpine residents or demonstrated a community-wide benefit.

3.3 APPLICATION PROCESS

1. Application Availability: Applications will be made available on the City of Alpine Website and at City Hall.
2. Submission Deadline: Applications must be submitted by the specified due date. Late submissions will not be considered.
3. Required Documentation must be included with application:
 - Organization's mission and objectives
 - Detailed Description of the project or program for which funding is requested
 - Budget breakdown of requested funds
 - Evidence of nonprofit status and financial transparency
 - Details of additional funding sources, if applicable

3.4 REVIEW AND EVALUATION

1. Applications will be reviewed by the Alpine City Council during a designated Community Services Grant Program Workshop

2. Council Members with affiliations to applying organizations must recuse themselves from the review process.
3. Applications will be evaluated based on:
 - Alignment with program focus areas and community priorities
 - Impact on the Alpine community
 - Feasibility of proposed project/program and budget

3.5 FUNDING ALLOCATION

Annual funding for the program will be determined through the City's budget process. Award amounts are subject to available resources and may vary based on program demand. Funds are provided as one-time grants and must be used solely for the approved program or project.

3.6 REPORTING REQUIREMENTS

1. Quarterly Reports: Grant Recipients must submit quarterly progress reports to the Alpine City Council at regularly scheduled meetings. Reports must include:
 - Financial Statements
 - Progress updates on program milestones
 - Challenges or issues encountered
2. Reports should be concise and include a brief presentation of six (6) minutes, including time for Council questions.
3. Failure to meet reporting requirements may result in future funding ineligibility.
4. An annual summary of grant impacts will be presented by the Office of the City Manager during a regular scheduled City Council Meeting in September of each year.

3.7 TIMELINE

- Applications Available: TBD
- Application Deadline: TBD
- Application Review: TBD
- Award Announcements: TBD
- Funding Release Date: TBD
- Last Day for Use of Funds: TBD

4.0 VERSION HISTORY

This policy will be reviewed periodically to ensure continued relevance and effectiveness.

Version	Date	Responsible	Revision Summary
1.0	January xx, 2025	City Manager	Document Creation

DRAFT

City of Alpine Community Services Grant Program Application

Instructions

Thank you for your interest in the Alpine Community Services Grant Program. Please complete the application form below and attach all required documentation. Applications must be submitted by **[insert deadline]** to be considered. Late or incomplete applications will not be reviewed.

Completed applications can be submitted:

- Online via the City of Alpine website
- In-person at Alpine City Hall

If you have questions, please contact **[contact person's name]** at **[contact information]**.

Section 1: Organization Information

1. **Organization Name:**

2. **Contact Person:**

Name: _____

Title: _____

Phone: _____

Email: _____

3. **Organization Address:**

City: _____ State: _____ ZIP: _____

4. **Tax ID Number:** _____

5. **Nonprofit Status:**

- Registered 501(c)(3)
 - Other (please specify): _____
-

Section 2: Project or Program Information

1. **Project/Program Title:**

2. **Which focus area(s) does your project/program align with? (Select all that apply):**

- Public safety and disaster relief assistance
- Basic needs and services for veterans
- Basic needs and services for people with lower incomes
- Community beautification and upkeep
- Educational assistance

3. **Provide a brief description of your project/program:**

4. **How will this project/program benefit Alpine residents?**

5. **Number of Alpine residents served:**

Section 3: Funding Request

1. **Total Amount Requested:** \$ _____

2. **Provide a detailed budget for your project/program:**
(Attach a separate document if necessary.)

Expense Category Amount

Total: \$ _____

3. **Have you secured other funding sources for this project/program?**

- Yes (Please list): _____
 - No
-

Section 4: Supporting Documentation

Please attach the following documents:

1. Proof of nonprofit status (e.g., IRS determination letter)
 2. Financial statements (most recent)
 3. Detailed project/program budget (if not completed above)
 4. List of the organization's Board of Directors and key staff
 5. Any additional information that supports your application
-

Section 5: Certification

I, the undersigned, certify that all information provided in this application is true and accurate to the best of my knowledge. I understand that failure to comply with reporting requirements or misuse of grant funds may result in disqualification from future funding opportunities.

Authorized Representative Signature: _____

Printed Name: _____

Title: _____

Date: _____

For City Use Only

- Date Received: _____
 - Application Complete: Yes No
 - Review Date: _____
 - Decision: Approved Denied
 - Award Amount: _____
-

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 4A

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: None



AGENDA ITEM

Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2026-01-01, an ordinance establishing regulations related to the operation of golf carts, pocket bikes, and mini-motorbikes within the city; Providing the establishment of up to a \$500 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.

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 4B

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation:



AGENDA ITEM

Public Hearing to obtain citizen's views and comments regarding Special Use Permit 2026-01-01, a special use permit allowing the applicant, Karen Chapman, to establish a short term rental at 401 W. Sul Ross. The property owner of record is Karen Chapman & Thomas Robinson. The Parcel ID of the subject property is 35650.

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 5Ai

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: None



AGENDA ITEM

Swearing in of Henry Arredondo as City Manager by the Honorable Judge Elizabeth Lewis.

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 5Aii

Department: City Council

Sponsor: Catherine Eaves, Mayor

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

Staff Recommendation: None



AGENDA ITEM

Presentation and Ceremonial Swearing-In of the Alpine Police Department Officers by Chief of Police Kirk Caughman.

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 5Aiii

Department: Office of the City Manager

Sponsor: Catherine Eaves, Mayor

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Presentation to Marsha Guerry-Hurley in appreciation of her donation of a ballistic vest for K-9 Prada.

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. Certificate Marsha Guerry-Hurley 1.20.26

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

Approved - 1/13/2026
Final Approval - 1/13/2026

Certificate of Appreciation

presented to

Marsha Guerry-
Hurley

In grateful recognition of your generous donation of a ballistic vest for K-9 Officer Prada, enhancing the safety and protection of our dedicated K-9 unit.

Your contribution reflects an outstanding commitment to the wellbeing of our officers and to the safety of the Alpine community.

We extend our sincere appreciation for your support and partnership.

Presented this 20th day of January, 2026

Presented by

Attest

Catherine Eaves

Mayor

Geoffrey R. Calderon

City Secretary

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8A

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approval of the January 6, 2026 Regular Meeting Minutes (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

- 1-6-26 City Council 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

Approved - 1/12/2026
Final Approval - 1/12/2026

City Of Alpine
REGULAR CITY COUNCIL MEETING
Tuesday, January 6, 2026 – 4:00 PM
Minutes

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

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

City Council Members Present:

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

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary
Victoria Sanchez, Director of Finance
Randy Guzman, Director of Gas
Mike Maciaz, Director of Utilities
Kera McDaniels, Asst. Director of Utilities

Not Present:

Others Present: None

A. Workshop meeting to review:

- i) The 2025 Water Rate Study update prepared by Communities Unlimited.
- ii) Updates to the 2025-2026 Utilities Fee Schedule and Utility Rates.

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

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

A. Pledge of Allegiance to the United States Flag.

B. Pledge of Allegiance to the Texas Flag.

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

City Council Members Present:

Councilor Lucy Escovedo
Councilor Rick Stephens
Councilor Eva Martinez
Councilor Richard Portillo
Councilor Robert Rückes

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary
Cynthia Trevino, City Attorney
Felipe Fierro, Police Captain
Abel Hinojos, Airport Supervisor
Adriana Holguin, Public Works Assistant
Jessica Isley, Building Official
Alexandra Tackett, Deputy City Secretary

Not Present: None

Others Present: 4 others.

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 December 23, 2025.

3. **PUBLIC COMMENTS.**

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

- Mickey Cox, Ward 4, addressed the City Council in support of Information or discussion item 11B.

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.

- A. Public Hearing to obtain citizen views and comments regarding the first and final reading of Ordinance 2026-01-02, an ordinance amending the City of Alpine Fiscal Year 2025-2026 budget to appropriate funding for the purchase of an incinerator for the Animal Services department; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date.

Open (5:36 P.M.)

Public Comments: None.

Closed (5:37P.M.)

5. **PUBLIC PRESENTATIONS.**

- A. Presentations & Recognitions

- i) Presentation and Ceremonial Swearing-In of the Alpine Police Department by Chief of Police Kirk Caughman. (C. Eaves, Mayor)

- ii) Presentation to Marsha Guerry-Hurley in appreciation of her donation of a ballistic vest for K-9 Prada.

B. Proclamations

C. Community Interest Items

- i) Mayor Announcements
- ii) City Manager Announcements
- iii) Council Member Announcements

6. **CHANGES TO POSTED AGENDA.**

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

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

No items to be 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 to be 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 to be added to the consent agenda.

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

No time sensitive items were added.

7. **TIME SENSITIVE ITEMS.**

8. **CONSENT AGENDA.**

- A. Approval of the December 2, 2025 Regular Meeting Minutes (G. Calderon, Interim City Manager)

- B. Approval of the excused absence of Councilor Escovedo from the December 2, 2025 Regular City Council Meeting. (G. Calderon, Interim City Manager)
- C. Approval of the November 2025 invoice for Bojorquez Law Firm Services. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-06: On a motion by Councilor Rick Stephens 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. Alpine Country Club Update. (G. Calderon, Interim City Manager)

11. **INFORMATION OR DISCUSSION ITEMS.**

- A. Process and Timeline to Consider Proposed Amendments to the City of Alpine Home-Rule Charter for Submission to the Voters at the November 3, 2026 Uniform General Election. (G. Calderon, Interim City Manager)
- B. Discuss a proposed ordinance restricting large contractor vehicles from traveling through Cemetery Road and adjacent residential areas to access the Sierra La Rana development, including a review of municipal authority, road safety and preservation concerns, the need for a traffic/engineering assessment, and next steps for potential ordinance development. (L. Escovedo, City Council)
- C. Discuss the status of the Recreation Coordinator position and job posting. (C. Eaves, Mayor)
- D. Discuss the status of the Dog Park and steps moving forward to continue improvements at the facility. (C. Eaves, Mayor)
- E. Discuss options for developing a vacant building ordinance and an abandoned and/or dilapidated building ordinance, including a review of existing city ordinances, prior draft ordinances presented to the City Council, and any updated information or recommendations from the Building Official. (C. Eaves, Mayor)
- F. Discussion and possible direction regarding updates to the official City logo and branding to incorporate Alpine's identity as a Dark Sky Destination. (C. Eaves, Mayor)

Mayore Eaves called a short recess. (7:25 P.M.)

The meeting resumed. (7:30 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 first and final reading of Ordinance 2026-01-02, an ordinance amending the City of Alpine Fiscal Year 2025-2026 budget to appropriate funding for the purchase of an incinerator for the Animal Services department; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-07: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to approve Ordinance 2026-01-02 as presented, the City Council unanimously adopted the motion.

- B. Approve the first reading of Ordinance 2026-01-01, an ordinance establishing regulations related to the operation of golf carts, pocket bikes, and mini-motorbikes within the city; Providing the establishment of up to a \$500 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 2026-01-08: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Ordinance 2026-01-01 as presented, the City Council unanimously adopted the motion.

- C. Approve Resolution 2026-01-01, a resolution formally accepting the donation of improvements to the Kokernot Little League Field from the Big Bend Little League Association; Requiring compliance with all applicable building codes; Authorizing the waiver of building permit fees for the donated improvements; Authorizing the City Manager to execute any necessary agreements; Finding a valid public purpose; And providing an effective date. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-09: On a motion by Councilor Richard Portillo and seconded by Councilor Robert Rückes to approve Resolution 2026-01-01 as presented, the City Council unanimously adopted the motion.

- D. Approve Resolution 2026-01-02, a resolution opposing any federal legislation that increases semi-truck size or weight; requesting the federal delegation to oppose such legislation; and approving a letter of support expressing the city's position. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-10: On a motion by Councilor Rick Stephens and seconded by Councilor Lucy Escovedo to approve Resolution 2026-01-02 as presented, the City Council unanimously adopted the motion.

- E. Approve Resolution 2026-01-03, a resolution granting a land owner petition and releasing approximately 11.73 acres of land from the City of Alpine's Extraterritorial Jurisdiction;

Directing the filing of this resolution and related documents with the Brewster County Clerk; Authorizing updates to official city maps and records; And providing an Effective Date. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-11: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Resolution 2026-01-03 as presented, the City Council unanimously adopted the motion.

- F. Approve Resolution 2026-01-04, a resolution updating authorized check signatories for all city accounts held with West Texas National Bank; Requiring two signatures on all city checks; Designating primary and alternate authorized signers; Providing for an effective date. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-12: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Resolution 2026-01-04 as presented, the City Council unanimously adopted the motion.

- G. Approve Resolution 2026-01-05, a resolution recognizing Kokernot Park, including Kokernot Field and the Manuel Payne game field, as historic community resources; Making Findings of Fact; Directing that the park and fields be identified in the city's inventory and plans as historic; Providing an Effective Date. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-13: On a motion by Councilor Rick Stephens and seconded by Councilor Richard Portillo to approve Resolution 2026-01-05 as presented, the City Council unanimously adopted the motion.

- H. Approve the Employment Agreement with Henry Arredondo for the position of City Manager. (G. Calderon, Interim City Manager)

RESOLUTION 2026-01-14: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to approve the employment agreement with Henry Arredondo for the position of City Manager, the City Council unanimously adopted the motion.

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.

A. **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 2026-01-15: On a motion by Councilor Richard Portillo and seconded by Councilor Eva Martinez to move into executive session, the City Council unanimously adopted the motion. **(8:11 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. Discussion regarding the Municipal Pool, requirements under Texas Code, plans for the upcoming season, and status of personnel requisition. (G. Calderon, Interim City Manager)

B. Personnel Matters § 551.074, Texas Government Code

- i. Conduct the annual Performance Evaluation of the Interim City Manager/City Secretary. (R. Stephens, City Council)
- ii. Discuss the benefits provided to the incoming City Manager including possible inclusion of assistance with relocation expenses. (G. Calderon, Interim City Manager)

16. **ACTION AFTER EXECUTIVE SESSION.**

RESOLUTION 2026-01-16: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to move into regular session, the City Council unanimously adopted the motion. **(8:44 P.M.)**

RESOLUTION 2026-01-17: 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 2026-01-18: 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. **(8:44 P.M.)**

RESOLUTION 2026-01-19: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to move into regular session, the City Council unanimously adopted the motion. **(9:44 P.M.)**

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

RESOLUTION 2026-01-20: On a motion by Councilor Rick Stephens and seconded by Councilor Robert Rückes to approve an additional 7% increase to the Interim City Manager/ City Secretary salary on top of the 3% COLA that he received in October, effective immediately, the City Council unanimously adopted the motion.

RESOLUTION 2026-01-21: On a motion by Councilor Rick Stephens and seconded by Councilor Eva Martinez to approve up to \$7,500 relocation allowance for the new City Manager Henry Arredondo, the City Council unanimously adopted the motion.

17. **ADJOURN.**

There being no further business, the meeting was adjourned by Mayor Eaves. (9:46 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 pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on December 23, 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 23rd day of December, 2025.



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



CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8B

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approval of the November 2025 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public Information, and Departmental Statistics and Updates. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. 11-2025 OCS Report FY 2026

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

Approved - 1/12/2026
Final Approval - 1/12/2026

OFFICE OF THE CITY SECRETARY
NOVEMBER 2025 ACTIVITY REPORT



LEGISLATIVE SERVICES & CITY COUNCIL ACTIVITIES

Legislative Services / City Council activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances, resolutions, proclamations and other documents for Legislative Services and other city departments. Each item that is included on a City Council agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Meeting Type	November 2025	FY 2026 YTD
Regular Meetings	2	4
Special Meetings	0	0
Workshops	2	4

Document Type	November 2025	FY 2026 YTD
Agendas Prepared/Posted	2	4
Packets Prepared/Posted	2	4
Minutes Completed/Approved	2	5

Agenda Items Processed	November 2025	FY 2026 YTD
Ordinances	6	8
Resolutions	8	12
Orders	0	0
Proclamations	1	1
Contracts/Agreements	1	5
Policy Revisions	0	0
General Special/Conditional Use Permit	0	0
Short Term Rental	1	1
Alcoholic Beverage Permit	0	0
Coin-Operated / Gameroom Permit	0	0
Rezone	0	0
Replat	0	0
Annexation	0	0
Variance	0	0
Board Appointments	6	6
Other	23	49

Enrolled (Passed) Documents	November 2025	FY 2026 YTD
Ordinances	6	8
Resolutions	8	12
Orders	0	0

APPROVED ORDINANCES.

Ordinance 2025-10-01: an ordinance amending the Fiscal Year 2025-2026 budget to appropriate funds for water infrastructure improvements; providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. *The City Council approved this item on November 4, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

UNAPPROVED ORDINANCES – None.**APPROVED RESOLUTIONS.**

Resolution 2025-11-01: a resolution of the City Council of the City of Alpine, Texas, Declaring Certain Accumulated Materials Located Near the Wastewater Treatment Plant as Junk/Rubbish/Debris; Authorizing Disposition of Materials as Surplus or Salvageable Property; Determining That the Condition Constitutes a Public Nuisance; Directing Abatement and Authorizing the Orderly Disposition of Such Materials. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-02: a resolution appointing a representative to the Board of Directors of the Brewster County Appraisal District for a full two-year term. The City Council approved this item on November 4, 2025.

Resolution 2025-11-03: a resolution amending Appendix D: Administrative Fee schedule to the Alpine Code of Ordinances; Establishing administrative and Civic Center rental fees. The City Council approved this item on November 4, 2025.

Resolution 2025-11-04: a resolution establishing Appendix E: Environmental Services Fees; Directing implementation. The City Council approved this item on November 4, 2025.

Resolution 2025-11-05: a resolution amending Appendix C: Animal Services Fees; Referencing prior resolutions; Directing implementation. The City Council approved this item on November 4, 2025.

Resolution 2025-11-06: a resolution authorizing the Interim City Manager to negotiate and execute contracts for electric service on behalf of the City of Alpine. The City Council approved this item on November 4, 2025.

Resolution 2025-11-21: a resolution designating the Alpine Avalanche as the Official Newspaper of the City of Alpine for Fiscal Year 2025-2026. The City Council approved this item on November 18, 2025.

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. The City Council approved this item on November 18, 2025.

UNAPPROVED RESOLUTIONS – None.

APPROVED SPECIAL USE PERMITS.

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. The City Council approved this item on November 4, 2025.

UNAPPROVED SPECIAL USE PERMITS – None.

APPROVED ORDERS – None.

APPROVED REPLATS – None.

APPROVED CONTRACTS / AGREEMENTS / REQUESTS FOR PROPOSALS / MISC.

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. *The City Council approved this item on November 18, 2025.*

WORKSHOPS & PRESENTATIONS

11-4-25: Workshop to review the 2025-2026 Budget and determine necessary amendments.

11-18-25: 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.

TRANSPARENCY IN GOVERNMENT: HEARINGS, LETTERS, & PUBLIC NOTICES

The City held 7 public hearings in November 2025. Additionally, we sent 2 letters to owners within 200 feet of properties where proposed zoning and land use changes were being considered.

Public Hearings	November 2025	FY 2026 YTD
No. of Hearings Conducted	7	11

Letters	November 2025	FY 2026 YTD
No. of Letters Sent	2	8

Official Newspaper Notices	November 2025	FY 2026 YTD
Notice of Public Hearing	2	4
Notice of Passed Ordinance	2	4
Misc. Public Notice (RFP, Workshop, Etc.)	0	0

PUBLIC INFORMATION REQUESTS

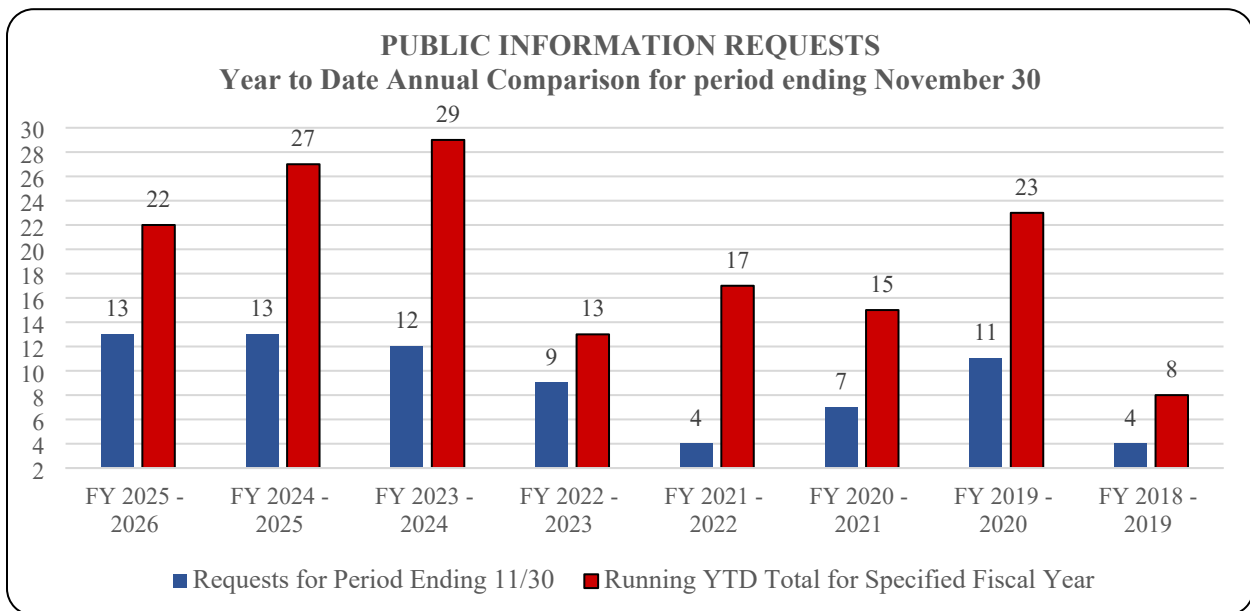
Public Information Requests	November 2025	FY 2026 YTD
Requests Received	13	22
Average Completion Time	2.15 days	days
Referred to Attorney General	0	0

Requests by Department	November 2025	FY 2026 YTD
Administration	2	3
Animal Services	-	-
Building Services / Planning / Code	1	1
Finance	-	1
Police	9	14
Public Works	-	-
Utilities	-	-
Utility Billing	-	-
Human Resources	0	1
Redirected to another agency	1	2

PUBLIC INFORMATION REQUESTS –

Year to Date Annual Comparison for period ending November 31.

Annual Comparison	Requests for Period Ending 11/30	Running YTD Total for Specified Fiscal Year
FY 2025 - 2026	13	22
FY 2024 - 2025	13	27
FY 2023 - 2024	12	29
FY 2022 - 2023	9	13
FY 2021 - 2022	4	17
FY 2020 - 2021	7	15
FY 2019 - 2020	11	23
FY 2018 - 2019	4	8



BOARDS, COMMISSIONS, & COMMITTEES ACTIVITIES

Boards, Commissions, and Committees activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances and other documents for Legislative Services and other city departments. Each item that is included on a Board agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Document Type	November 2025	FY 2026 YTD
Agendas Prepared/Posted	1	2
Packets Prepared/Posted	1	2
Minutes Completed	1	2

Board Meetings Held	November 2025	FY 2026 YTD
Animal Advisory Board	0	0
Hotel Occupancy Tax Committee	0	0
Music Advisory Board	0	1
Parks and Recreation	1	1
Planning & Zoning	0	0
Building & Standards	0	0

Animal Advisory Board – None.

Hotel Occupancy Tax Committee. – None

Music Advisory Board. – None

Parks & Recreation Board.

The Parks & Recreation Board met on November 12th to discuss:

City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes.

Planning & Zoning Commission. – None.

Building & Standards Commission – None.

BOARD APPOINTMENTS, RESIGNATIONS, AND VACANCIES.

BOARD APPOINTMENTS

Parks & Recreation Board

Place 1: Jessica Velasco

Place 3: Ariana Valenzuela

Place 4: Manuel Garcia

Planning & Zoning Committee

Place 4: Gerri Davis

Building & Standards Committee

Place 4: Manuel Garcia

BOARD RESIGNATIONS / REMOVAL

Building & Standards Committee

Place 4: Gerri Davis

BOARD VACANCIES

Parks & Recreation Board

Place 5

Building & Standards

Place 6

Place 7

TRAINING ACTIVITY & SPECIAL EVENTS — None.

ELECTION ACTIVITY – None.

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8C

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approval of the December 2025 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public Information, and Departmental Statistics and Updates. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. 12-2025 OCS Report FY 2026

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

Approved - 1/12/2026
Final Approval - 1/12/2026

OFFICE OF THE CITY SECRETARY
DECEMBER 2025 ACTIVITY REPORT



LEGISLATIVE SERVICES & CITY COUNCIL ACTIVITIES

Legislative Services / City Council activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances, resolutions, proclamations and other documents for Legislative Services and other city departments. Each item that is included on a City Council agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Meeting Type	December 2025	FY 2026 YTD
Regular Meetings	1	5
Special Meetings	0	0
Workshops	0	4

Document Type	December 2025	FY 2026 YTD
Agendas Prepared/Posted	1	5
Packets Prepared/Posted	1	5
Minutes Completed/Approved	1	6

Agenda Items Processed	December 2025	FY 2026 YTD
Ordinances	1	9
Resolutions	0	12
Orders	0	0
Proclamations	0	1
Contracts/Agreements	1	6
Policy Revisions	0	0
General Special/Conditional Use Permit	0	0
Short Term Rental	1	2
Alcoholic Beverage Permit	0	0
Coin-Operated / Gameroom Permit	0	0
Rezone	0	0
Replat	0	0
Annexation	0	0
Variance	0	0
Board Appointments	1	7
Other	9	58

Enrolled (Passed) Documents	December 2025	FY 2026 YTD
Ordinances	1	9
Resolutions	0	12
Orders	0	0

APPROVED ORDINANCES.

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. *The City Council approved this item on December 2, 2025.*

UNAPPROVED ORDINANCES – None.

APPROVED RESOLUTIONS – None.

UNAPPROVED RESOLUTIONS – None.

APPROVED SPECIAL USE PERMITS.

Special Use Permit 2025-12-01: a special use permit allowing the applicant, Harvey & Kristi Summerlin, to establish a short term rental at 1980 Cabell Dr. The property owner of record is Harvey & Kristi Summerlin. The Parcel ID of the subject property is 10107. *The City Council approved this item on December 2, 2025.*

UNAPPROVED SPECIAL USE PERMITS – None.

APPROVED ORDERS – None.

APPROVED REPLATS – None.

APPROVED CONTRACTS / AGREEMENTS / REQUESTS FOR PROPOSALS / MISC.

Approve ratification of the electricity supply contract with TXU Energy executed by the Interim City Manager pursuant to prior Council authorization. *The City Council approved this item on December 2, 2025.*

WORKSHOPS & PRESENTATIONS – None.

TRANSPARENCY IN GOVERNMENT: HEARINGS, LETTERS, & PUBLIC NOTICES

The City held 2 public hearings in December 2025. Additionally, we sent 0 letters to owners within 200 feet of properties where proposed zoning and land use changes were being considered.

Public Hearings	December 2025	FY 2026 YTD
No. of Hearings Conducted	2	13

Letters	December 2025	FY 2026 YTD
No. of Letters Sent	2	8

Official Newspaper Notices	December 2025	FY 2026 YTD
Notice of Public Hearing	0	4
Notice of Passed Ordinance	1	5
Misc. Public Notice (RFP, Workshop, Etc.)	0	0

PUBLIC INFORMATION REQUESTS

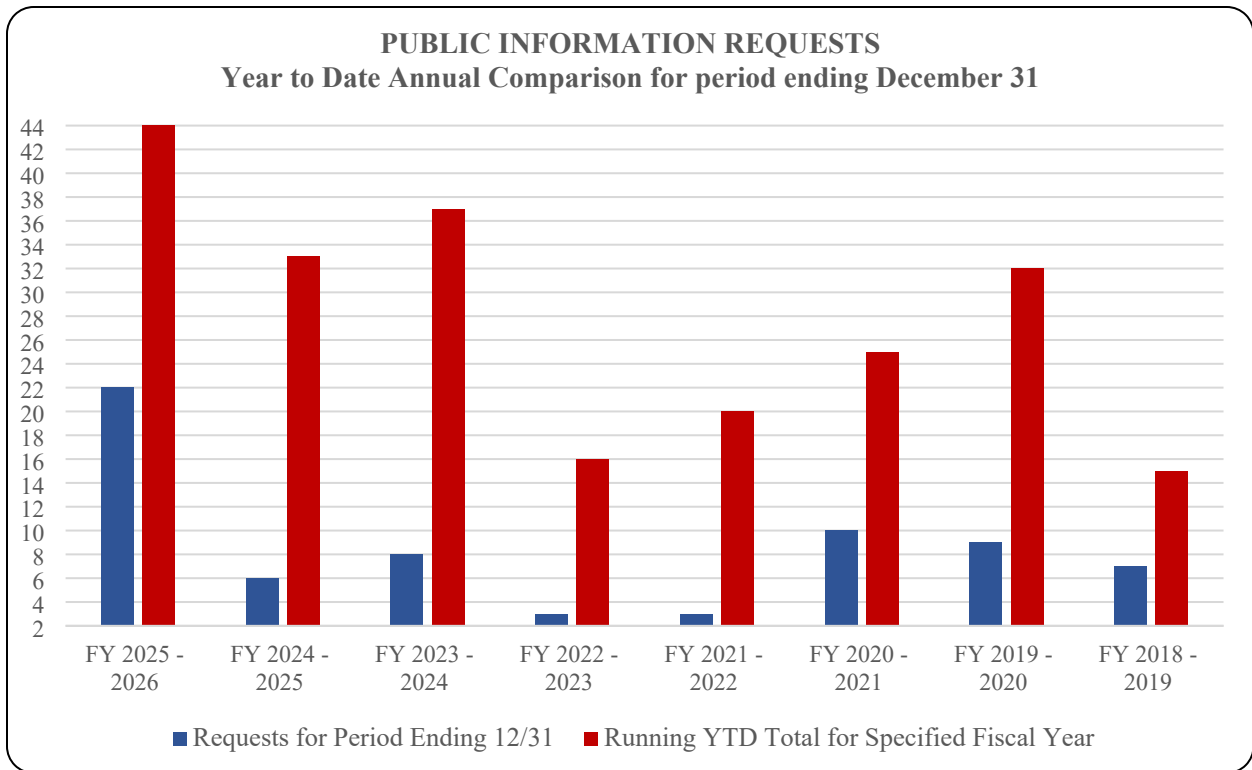
Public Information Requests	December 2025	FY 2026 YTD
Requests Received	22	44
Average Completion Time	2.8 days	2.68 days
Referred to Attorney General	0	0

Requests by Department	December 2025	FY 2026 YTD
Administration	2	5
Animal Services	-	-
Building Services / Planning / Code	2	3
Finance	1	2
Police	17	31
Public Works	-	-
Utilities	-	-
Utility Billing	-	-
Human Resources	-	1
Redirected to another agency	-	2

PUBLIC INFORMATION REQUESTS –

Year to Date Annual Comparison for period ending December 31.

Annual Comparison	Requests for Period Ending 12/31	Running YTD Total for Specified Fiscal Year
FY 2025 - 2026	22	44
FY 2024 - 2025	6	33
FY 2023 - 2024	8	37
FY 2022 - 2023	3	16
FY 2021 - 2022	3	20
FY 2020 - 2021	10	25
FY 2019 - 2020	9	32
FY 2018 - 2019	7	15



BOARDS, COMMISSIONS, & COMMITTEES ACTIVITIES

Boards, Commissions, and Committees activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances and other documents for Legislative Services and other city departments. Each item that is included on a Board agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Document Type	December 2025	FY 2026 YTD
Agendas Prepared/Posted	1	3
Packets Prepared/Posted	1	3
Minutes Completed	1	3

Board Meetings Held	December 2025	FY 2026 YTD
Animal Advisory Board	0	0
Hotel Occupancy Tax Committee	0	0
Music Advisory Board	0	1
Parks and Recreation	1	2
Planning & Zoning	0	0
Building & Standards	0	0

Animal Advisory Board – None.

Hotel Occupancy Tax Committee. – None

Music Advisory Board. – None

Parks & Recreation Board.

The Parks & Recreation Board met on December 10th to discuss:

- Update on the Municipal Pool endeavors ahead of the upcoming season.
- Discuss possible updates to Chapter 74 - Parks and Recreation to the Alpine Code of Ordinances.
- Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes.
- Appoint a Chair of the Parks and Recreation Board.
- Appoint a Vice-Chair of the Parks and Recreation Board.
- Appoint a Secretary of the Parks and Recreation Board.

Planning & Zoning Commission – None.

Building & Standards Commission – None.

BOARD APPOINTMENTS, RESIGNATIONS, AND VACANCIES.

BOARD APPOINTMENTS

Parks & Recreation Board

Place 5: Coleman Reidling

BOARD RESIGNATIONS / REMOVAL — None.

BOARD VACANCIES

Building & Standards

Place 6

TRAINING ACTIVITY & SPECIAL EVENTS — None.

ELECTION ACTIVITY – None.

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8D

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approval of the 1st Quarter Fiscal Year 2026 Office of the City Secretary (OCS) Report including Legislative Services, City Council Activities, Boards & Commissions Activities, Public Information, and Departmental Statistics and Updates (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. Quarter 1 2025-2026 Fiscal Year Report

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

Approved - 1/12/2026
Final Approval - 1/12/2026

OFFICE OF THE CITY SECRETARY
QUARTER 1 2026 ACTIVITY REPORT



LEGISLATIVE SERVICES & CITY COUNCIL ACTIVITIES

Legislative Services / City Council activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances, resolutions, proclamations and other documents for Legislative Services and other city departments. Each item that is included on a City Council agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Meeting Type	Q1 2026	FY 2026 YTD
Regular Meetings	5	5
Special Meetings	0	0
Workshops	4	4

Document Type	Q1 2026	FY 2026 YTD
Agendas Prepared/Posted	5	5
Packets Prepared/Posted	5	5
Minutes Completed/Approved	6	6

Agenda Items Processed	Q1 2026	FY 2026 YTD
Ordinances	9	9
Resolutions	12	12
Orders	0	0
Proclamations	1	1
Contracts/Agreements	6	6
Policy Revisions	0	0
General Special/Conditional Use Permit	0	0
Short Term Rental	2	2
Alcoholic Beverage Permit	0	0
Coin-Operated / Gameroom Permit	0	0
Rezone	0	0
Replat	0	0
Annexation	0	0
Variance	0	0
Board Appointments	7	7
Other	58	58

Enrolled (Passed) Documents	Q1 2026	FY 2026 YTD
Ordinances	9	9
Resolutions	12	12
Orders	0	0

APPROVED ORDINANCES.

Ordinance 2025-09-01: an ordinance establishing a speed limit of 30 miles per hour on Gallego Avenue from South 1st Street to South 5th Street, pursuant to a traffic and engineering investigation, and providing for appropriate signage; providing for the following clauses: Findings of Fact, Establishment, Cumulative, Severability, Proper Notice & Meeting, Public Hearing, and Effective Date. *The City Council approved this item on October 7, 2025.*

Ordinance 2025-10-01: an ordinance amending the Fiscal Year 2025-2026 budget to appropriate funds for water infrastructure improvements; providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. *The City Council approved this item on October 21, 2025.*

Ordinance 2025-10-02: an ordinance amending the Fiscal Year 2025-2026 budget to appropriate funds for the street department to incorporate additional positions; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. *The City Council approved this item on October 21, 2025.*

Ordinance 2025-10-03: an ordinance amending the Fiscal Year 2025-2026 budget to appropriate additional funding for the Alpine Emergency Services Board to support the Alpine Volunteer Fire Department; Providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. *The City Council approved this item on October 21, 2025.*

Ordinance 2025-10-01: an ordinance amending the Fiscal Year 2025-2026 budget to appropriate funds for water infrastructure improvements; providing for the following clauses: Findings of Fact, Cumulative, Proper Notice and Meeting, and Effective Date. *The City Council approved this item on November 4, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on December 2, 2025.*

UNAPPROVED ORDINANCES – None.

APPROVED RESOLUTIONS

Resolution 2025-10-01: approving the final Wastewater System Asset Management Plan prepared by Jacob and Martin, LLC. *The City Council approved this item on October 7, 2025.*

Resolution 2025-10-02: a resolution appointing members to the City of Alpine Grievance Committee pursuant to the City’s Personnel Policies and Guidelines Handbook. *The City Council approved this item on October 7, 2025.*

Resolution 2025-10-14: a resolution amending Appendix B: Building Services Fees. *The City Council approved this item on October 21, 2025.*

Resolution 2025-10-15: a resolution approving the extension of Hotel Occupancy Tax grant funding to the Museum of the Big Bend for Wayfinding signage into the 2025-2026 Fiscal Year. *The City Council approved this item on October 21, 2025.*

Resolution 2025-11-01: a resolution of the City Council of the City of Alpine, Texas, Declaring Certain Accumulated Materials Located Near the Wastewater Treatment Plant as Junk/Rubbish/Debris; Authorizing Disposition of Materials as Surplus or Salvageable Property; Determining That the Condition Constitutes a Public Nuisance; Directing Abatement and Authorizing the Orderly Disposition of Such Materials. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-02: a resolution appointing a representative to the Board of Directors of the Brewster County Appraisal District for a full two-year term. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-03: a resolution amending Appendix D: Administrative Fee schedule to the Alpine Code of Ordinances; Establishing administrative and Civic Center rental fees. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-04: a resolution establishing Appendix E: Environmental Services Fees; Directing implementation. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-05: a resolution amending Appendix C: Animal Services Fees; Referencing prior resolutions; Directing implementation. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-06: a resolution authorizing the Interim City Manager to negotiate and execute contracts for electric service on behalf of the City of Alpine. *The City Council approved this item on November 4, 2025.*

Resolution 2025-11-21: a resolution designating the Alpine Avalanche as the Official Newspaper of the City of Alpine for Fiscal Year 2025-2026. *The City Council approved this item on November 18, 2025.*

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. *The City Council approved this item on November 18, 2025.*

UNAPPROVED RESOLUTIONS – None.

APPROVED SPECIAL USE PERMITS.

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. *The City Council approved this item on November 4, 2025.*

Special Use Permit 2025-12-01: a special use permit allowing the applicant, Harvey & Kristi Summerlin, to establish a short term rental at 1980 Cabell Dr. The property owner of record is Harvey & Kristi Summerlin. The Parcel ID of the subject property is 10107. *The City Council approved this item on December 2, 2025.*

UNAPPROVED SPECIAL USE PERMITS – None.

APPROVED ORDERS – None.

APPROVED REPLATS – None.

APPROVED CONTRACTS / AGREEMENTS / REQUESTS FOR PROPOSALS / MISC.

Approve the 2025-2026 Children's Advocacy Center of the Big Bend contract. *The City Council approved this item on October 7, 2025.*

Approve a Facility Use Agreement between the City and the Alpine Emergency Services Board for the use of a regional fire fighting training facility on City property pursuant to Resolution 2025-09-04. *The City Council approved this item on October 21, 2025.*

Approve a Municipal Advisory Agreement between the City of Alpine and the Government Capital for services at the City's Municipal Advisor. *The City Council approved this item on October 21, 2025.*

Approve a lease between U.S. Customs and Border Protection and the City of Alpine for an Aviation Hangar at the Alpine Casparis Municipal Airport. *The City Council approved this item on October 21, 2025.*

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. *The City Council approved this item on November 18, 2025.*

Approve ratification of the electricity supply contract with TXU Energy executed by the Interim City Manager pursuant to prior Council authorization. *The City Council approved this item on December 2, 2025.*

WORKSHOPS & PRESENTATIONS

10-7-25: Water Workshop Planning session to discuss upcoming water projects, financial planning, and presentation by engineering firm Jacob | Martin.

10-21-25: Wastewater Workshop: Planning session to discuss upcoming wastewater projects, financial planning, and presentation by engineering firm Jacob | Martin.

11-4-25: Workshop to review the 2025-2026 Budget and determine necessary amendments.

11-18-25: 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.

TRANSPARENCY IN GOVERNMENT: HEARINGS, LETTERS, & PUBLIC NOTICES

The City held 13 public hearings in Quarter 1 2026. Additionally, we sent 0 letters to owners within 200 feet of properties where proposed zoning and land use changes were being considered.

Public Hearings	Q1 2026	FY 2026 YTD
No. of Hearings Conducted	13	13

Letters	Q1 2026	FY 2026 YTD
No. of Letters Sent	8	8

Official Newspaper Notices	Q1 2026	FY 2026 YTD
Notice of Public Hearing	4	4
Notice of Passed Ordinance	5	5
Misc. Public Notice (RFP, Workshop, Etc.)	0	0

PUBLIC INFORMATION REQUESTS

Public Information Requests	Q1 2026	FY 2026 YTD
Requests Received	44	44
Average Completion Time	2.68 days	2.68 days
Referred to Attorney General	0	0

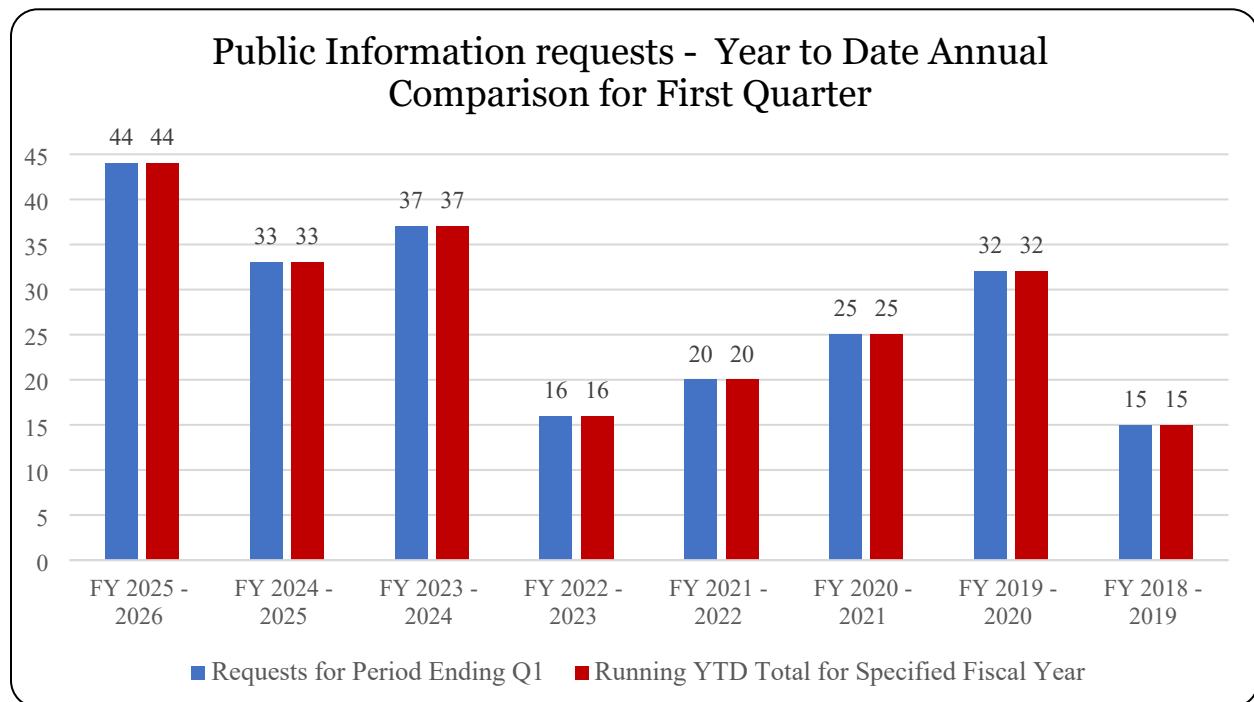
Requests by Department	Q1 2026	FY 2026 YTD
Administration	5	5
Animal Services	-	-
Building Services / Planning / Code	3	3

Finance	2	2
Police	31	31
Public Works	-	-
Utilities	-	-
Utility Billing	-	-
Human Resources	1	1
Redirected to another agency	2	2

PUBLIC INFORMATION REQUESTS –

Year to Date Annual Comparison for period ending Quarter 1.

Annual Comparison	Requests for Period Ending Quarter 1	Running YTD Total for Specified Fiscal Year
FY 2025 - 2026	44	44
FY 2024 - 2025	33	33
FY 2023 - 2024	37	37
FY 2022 - 2023	16	16
FY 2021 - 2022	20	20
FY 2020 - 2021	25	25
FY 2019 - 2020	32	32
FY 2018 - 2019	15	15



BOARDS, COMMISSIONS, & COMMITTEES ACTIVITIES

Boards, Commissions, and Committees activities include preparing agendas, meeting packets, minutes, presentations, monthly reports, and many other types of documents for meetings. This also includes drafting ordinances and other documents for Legislative Services and other city departments. Each item that is included on a Board agenda requires staff time for preparation prior to the meeting and execution time after the meeting.

Document Type	Q1 2025	FY 2026 YTD
Agendas Prepared/Posted	3	3
Packets Prepared/Posted	3	3
Minutes Completed	3	3

Board Meetings Held	Q1 2025	FY 2026 YTD
Animal Advisory Board	0	0
Hotel Occupancy Tax Committee	0	0
Music Advisory Board	1	1
Parks and Recreation	2	2
Planning & Zoning	0	0
Building & Standards	0	0

Animal Advisory Board – None.

Hotel Occupancy Tax Committee. – None

Music Advisory Board

The Music Advisory Board met on October 28th to discuss:

Festival Sponsorships: Discussed recent sponsorships, new Music Friendly Community logo, and opportunities for logo presence at additional events and venues.

Music Venue Tax Rebate Program: Discussed ‘The Ritchey’s’ application for the rebate program and the possibility to use the rebate program to encourage other area venues to improve their support of live music.

Music Industry Database / Mailing List: Discussed the signup form and QR code for a regional music industry contact list and ways to use the list to build community and assist our musicians, including a series of Music Industry Night mixers/workshops in different communities.

Parks & Recreation Board.

The Parks & Recreation Board met on November 12th to discuss:

City fields: Reservations, processes, and procedures; Discuss proposed amendments to the current processes.

The Parks & Recreation Board met on December 10th to discuss:

Municipal Pool: Update & endeavors ahead of the upcoming season.

Chapter 74: Discuss possible updates & Parks and Recreation to the Alpine Code of Ordinances.

City fields: Reservations, processes, and procedures; Discuss proposed amendments to the current processes.

- Appointments of:*
- Chair of the Parks and Recreation Board.
 - Vice-Chair of the Parks and Recreation Board.
 - Appoint a Secretary of the Parks and Recreation Board.

Planning & Zoning Commission – None.

Building & Standards Commission – None.

BOARD APPOINTMENTS, RESIGNATIONS, AND VACANCIES.

BOARD APPOINTMENTS

Parks & Recreation Board

- Place 1: Jessica Velasco
- Place 3: Ariana Valenzuela
- Place 4: Manuel Garcia
- Place 5: Coleman Reidling

Planning & Zoning Committee

- Place 4: Gerri Davis

Building & Standards Committee

- Place 4: Manuel Garcia

BOARD RESIGNATIONS / REMOVAL

Parks & Recreation Board

- Place 5: Herman Acosta

Planning & Zoning Committee

- Place 4: Tara Gaugler

Building & Standards Committee

- Place 4: Gerri Davis

BOARD VACANCIES

Building & Standards

- Place 6

TRAINING ACTIVITY & SPECIAL EVENTS — None.

ELECTION ACTIVITY – None.

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8E

Department: City Council

Sponsor: Eva Martinez, Councilor

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

Staff Recommendation: Approve



AGENDA ITEM

Approval of the appointment of Martha Munoz to the Place 7 position on the Building & Standards Commission. (E. Martinez, City Council)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. BOARDS, COMMISSIONS, & COMMITTEES QUESTIONNAIRE - MARTHA MUÑOZ_Redacted

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

Approved - 1/12/2026
Final Approval - 1/12/2026



BOARDS, COMMISSIONS & COMMITTEES QUESTIONNAIRE

Name <i>Martha Muñoz</i>		RECEIVED	
Mailing Address (Address, City, State, Zip) <i>902 E. Ave K</i>		DEC 30 2025 BY: <i>[Signature]</i>	
Primary Phone Number		Email Address	
Occupation <i>retired teacher / cashier</i>		Are you a resident of Alpine, Texas? <i>yes</i>	
How long have you been a resident of, or been involved with, Alpine? <i>2014</i> <i>2007</i>	Are you a qualified (registered) voter of Brewster County? <i>yes</i>	Are you a qualified (registered) voter of the City of Alpine? <i>yes</i>	
The Board, Commission, or Committee ("Board") that you have interest in serving <i>Zoning Building Standards</i>			
Please provide brief background information about yourself, including education, work experience, and any special qualifications you have for serving on this Board <i>Teacher 30 yrs</i> <i>Real Estate, 2 years expired</i> <i>CAT license expired</i>			
Please state why you wish to serve the City of Alpine as a member of a Board <i>Alpine is home. The citizens are my people.</i> <i>Fairness is key to good community.</i> <i>I don't rush to decisions, and I speak with validated concerns.</i>			
Do you currently, or have you in the past, served the City of Alpine? If yes, in what capacity? <i>Billing cashier 2017</i>		If Yes, how long did you serve? Please provide date ranges if possible <i>2017</i>	
Do you receive any compensation from the City of Alpine or are there any potential conflicts of interest if you serve the City of Alpine? If Yes, please explain: <i>none</i>			
As evidenced by my signature below, I certify that the statements contained in this document are true and correct to the best of my knowledge.			
<i>Martha Muñoz</i> Signature of Requestor		<i>Martha Muñoz</i> Printed Name	<i>12/30/25</i> Date

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8F

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approve Special Use Permit 2026-01-01, a special use permit allowing the applicant, Karen Chapman, to establish a short term rental at 401 W. Sul Ross. The property owner of record is Karen Chapman & Thomas Robinson. The Parcel ID of the subject property is 35650. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. 401 W Sul Ross - STR APP 2025_Redacted

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

Approved - 1/12/2026
Final Approval - 1/12/2026



CONDITIONAL USE PERMIT APPLICATION

STR-CUP Application Fee is \$500.00 per property (non-refundable)

PAID
988



Please complete one application per unit

New Application / Change in Application
 Existing Structure / New Construction

STR Type: Owner Occupied Single Unit Non-Owner-Occupied Multi-Unit Non-Owner Occupied

SECTION 1: PROPERTY INFORMATION

Property Name (Trade Name) Bodhi	Street Number 401	Street Name West Sul Ross	
LEGAL DESCRIPTION (must provide copy of survey or describe meets and bounds on 8 1/2 x 11 sheet)			
Addition See attached survey plat	Block 28	Lot 1, 2, 3	
Present zoning district	Square footage of property	Size of property lot	Total Number of Units in Building 1

SECTION 2: PROPERTY OWNER INFORMATION - Complete at least one of section A or B

A. Individual Ownership

Owner First Name Karen (Mickey)	Owner Last Name Chapman	Primary Telephone Number
Mailing Address 307 N. 8th St. Alpine Tx 79830		Email Address

B. Corporate Ownership

Ownership Form:
 Partnership Corporation LLC Kiosk Other (Please Explain)

Business Name
N/A

Contact First Name	Contact Last Name	Primary Telephone Number
Mailing Address (cannot be P.O. Box)		Email Address

SECTION 3: PROPERTY MANAGER / DESIGNATED OPERATOR'S INFORMATION

First Name Karen (Mickey)	Last Name Chapman	Primary Telephone Number
Physical Address (must be located within 30 minutes of STR property) 307 N. 8th St Alpine Tx 79830		Email Address

STAFF USE ONLY

SUP number	Finance Account Number	Permit Number
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CITY OF ALPINE STR LOCAL REPRESENTATIVE CERTIFICATION

New Change

24-hour Representative: The short-term rental owner and designated representative's name, physical address, email address and phone number must be provided to the City upon permit application and annual renewal. The information shall be kept current at all times. The owner or representative shall be available by phone (24 hours a day, seven days a week) to ensure a response to complaints regarding emergencies and the condition, operation, or conduct of the occupants. A 24-hour representative must be able to physically respond to the short-term rental site within 30 minutes, and if requested they must respond. **If there is a change in the designated representative the property owner must immediately submit to the City the name and contact information of the new representative.**

Property Owner First Name <i>Karen (Mickey)</i>	Property Owner Last Name <i>Chapman</i>
Short-term Rental Address <i>401 West Sul Ross</i>	

LOCAL REPRESENTATIVE:		
First Name <i>Karen (Mickey)</i>	Last Name <i>Chapman</i>	Primary Telephone Number
Physical Address (cannot be P.O. Box) <i>307 N 8th St. Alpine TX 79830</i>		
Mailing Address <i>same as physical</i>	Email Address	

Local Representative Responsibilities:

- The owner or representative shall be available by phone (24 hours a day, seven days a week) to ensure a response to complaints regarding emergencies and the condition, operation, or conduct of the occupants.
- A 24-hour representative must be able to physically respond to the short-term rental site within 30 minutes.
- If there is change in the designated representative the property owner must submit to the City the name and contact information of the new representative.
- Neighbor Notice: The City shall provide an initial mailing or email to neighbors within a 200-foot radius of the short-term rental property address. The notice shall contain the owner and representative contact information, a parking plan, and the city website address where the information is also posted. The neighbors and the city shall be immediately informed whenever there is a change in contact information.

By signing below, the local representative acknowledges that he/she has read, fully understands and agrees to comply with the responsibilities outlined above. **Please provide a copy of Driver's License if different from STR property owner.**

Local Representative Signature: *Karen Chapman* Date: *11.21.2025*

Property Owner's Signature: *Karen Chapman* Date: *11.21.2025*

ACKNOWLEDGEMENTS

All STR-SUP applications are assumed to be complete when filed and will be placed on the agenda for public hearing at the discretion of the staff. Based on the size of the agenda, your application may be scheduled to a later date.

At least ten (10) before the public hearing for a Short-Term Rental/ Special Use Permit (STR-CUP) application, the city will send written notice to all property owners within 200 feet of the STR to inform them of the use of the STR-CUP application. The notice will provide the applicant's 24-hour contact information and information about STR regulations.

All public hearings will be opened, and testimony given by the applicants and interested citizenry. Public hearings may be continued to the next public hearing. Public hearings will not be tabled.

Any changes to a site plan (no matter how minor or major) approved with a STR-SUP can only be approved by city council through the public hearing process.

All short-term rentals are subject to fire inspections before issuance of a STR-SUP permit. The inspections will include compliance with the 2018 International Fire Code, 2015 International Residential Code, 2015 International Building Code and all applicable City of Alpine Code of Ordinances.

After a STR-SUP is approved, all short-term rentals must register with the city annually. There is a \$250 annual registration fee.

All short-term rentals are required to pay a hotel occupancy monthly or quarterly to the City of Alpine. Failure to register and pay for HOT taxes is grounds for revocation of a STR-SUP.

I have read and understand all of the requirements as set forth by the application for a Short-Term Rental Special Use Permit and acknowledge that all requirements of this application have been met at the time of submittal. I further acknowledge that the Short-Term Rental that I own is subject to all provisions of the orders and ordinances of Alpine, and all of the provisions of the codes, statutes, and rules adopted under the codes and statutes of the State of Texas regarding Short-Term Rental establishments. I acknowledge that as a Short-Term Rental owner I am responsible for the payment of Hotel Occupancy Taxes amounting to 7% per stay. I understand that payment of Hotel Occupancy Taxes is payable to the City of Alpine.


Applicant's Signature

Karen (Mickey) Chapman 11.21.2015
Printed Name Date

STR HOMEOWNER'S ASSOCIATION DECLARATION

I DECLARE the homeowner's association for which this property belongs allows transient rental /short-term rental dwellings.

Address

Managing HOA Representative Signature

Date

Or:

I DECLARE there is no Homeowners Association requirement for this property.

401 West Sul Ross Alpine TX 79830
Address

Karen Chapman
STR Owners Signature

11-21-2025
Date

STR PROOF OF PROPERTY INSURANCE

 I declare that I have obtained short-term rental insurance or an insurance policy that specifically states it includes short-term rentals for the property listed on my STR-SUP application. I have attached proof of this insurance policy to my STR-SUP application.

Property Owner's Signature

Date

Property Owner's Signature

Date

Or:

Air BnB provides short term rental insurance.
I declare that I do not have specific short-term rental coverage on the property listed in my STR-SUP application. I understand that my homeowners or landlord insurance may not adequately cover my short-term rental.

Karen Chapman
Property Owner's Signature

11-21-2025
Date

GENERAL RELEASE OF LIABILITY

I, Karen (Mickey) Chapman, of 307 N. 8th St.
Short-Term Rental Operator Street Address
Alpine, TX, 79830 (Hereinafter the "Releasor") have agreed to this General
City State Zip

Release of Liability ("Agreement") for no payment or consideration.

THEREFORE under the terms of this Agreement and sufficiency of which is hereby acknowledged, do hereby release and forever discharge City of Alpine, of 100 N. 13th Street, Alpine, Texas, 79830 (Hereinafter the "Releasee") including their agents, employees, successors, and assigns, personal representatives, affiliates successors and assigns, and any and all persons, firms or corporations liable or who might be claimed to be liable, whether or not herein named, none of whom admit any liability to the undersigned, but all expressly denying liability, from any and all claims demands, damages. Actions, causes of action or suits of any kind or nature whatsoever, which I now have or may hereafter have, arising out of or in any way relating to any and all injuries and damages that may develop in the future, as a result or in any way relating to the undersigned's decision, as a Short-Term Rental Operator in Alpine, Texas to operate a Short-Term Rental.

It is understood and agreed that this Agreement is made and received in full and complete settlement and satisfaction the causes of action, claims, and demands mentioned herein; that this Release contains the entire Agreement between the parties; and that the terms of this Agreement are contractual and not merely a recital. Furthermore, this Release shall be binding upon the undersigned, and his respective heirs, executors, administrators, personal representatives, successors, and assigns. This release shall be subject to and governed by the laws of the State of Texas.

This Release has been read and fully understood by the undersigned and has been explained to me.

EXECUTED this 21st day of November, 20 25.

Releasor's Signature: Karen Chapman

Releasor's Printed Name: Karen (Mickey) Chapman

SIGNATURE TO AUTHORIZE FILING OF A STR-SUP

Submit an additional signature page if necessary.

Karen M Chapman
Print Applicant Name

Karen M Chapman
Applicant signature

The State Of Texas

County Of Brewster

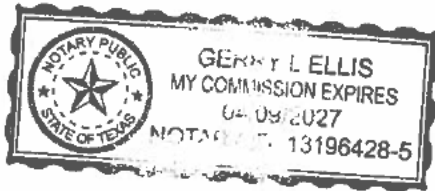
Before Me Gerry L Ellis
Notary

on this day personally appeared Karen Chapman
Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Seal

Given under my hand and seal of the office this 24 day of November, A.D. 2025



Gerry L Ellis
Notary in and for the State of Texas

Print Applicant Name

Applicant signature

The State Of _____

County Of _____

Before Me _____
Notary

on this day personally appeared _____
Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Seal

Given under my hand and seal of the office this _____ day of _____, A.D. _____

Notary in and for the State of Texas

SHORT TERM RENTAL INSPECTION CHECKLIST

Initial inspection: At the time of the initial application, the short-term rental shall be inspected by the Building Official or designee. The purpose of this inspection is to assure conformance of the dwelling unit with the International Residential Code, International Fire Code, Property Management Code and City of Alpine Short term Rental ordinance, related to potential safety issues and to establish maximum occupancy, including but not limited to an approve means of egress from every bedroom. A follow up inspection is included in the initial fee. Any further inspections will cost \$35.00 each.

An inspection won't occur until all required application documents and permit fee have been received by the City. To request an inspection please call Building Services, 432.837.3281.

General requirements:

- House numbers installed and clearly visible from street.
- Smoke alarms installed in all sleeping rooms.
- Carbon monoxide detectors as required by fire code.
- Fire extinguisher or sprinkler system.

Sanitation:

- All plumbing fixtures connected to sanitary sewer with approved P-traps.
- All plumbing fixtures connected to approved water supply Hot and Cold water.
- No signs of mold or mildew on wall surfaces.
- No signs of infestation from rodents or insects.
- All sanitary facilities installed and maintained in safe and sanitary conditions

Safety:

- Basement and all sleeping rooms are provided with windows designed to meet egress standards or exterior doors.
- All stairs, decks and balconies over 30 inches in height are provided with approved guardrails.
- Requirements of the IBC and IRC are met for dwelling units.
- Dwelling has no broken windows or doors.
- No broken, rotted, split, buckled or exterior wall or roof coverings that affect the protection of the structural elements behind them.

Mechanical:

- Every habitable room contains at least two electrical outlets and light fixtures.
- All electrical equipment, wiring and appliances have been installed and are in a safe manner.
- Dwelling is equipped with heating facilities in operating condition.
- All solid fuel burning appliances are installed per applicable codes maintained in safe working conditions.
- Dwelling has proper ventilation in all rooms and areas where fuel. All fuel burning appliances are installed.

Structural:

- Dwelling has no sags, splits or buckling of ceilings, roofs, ceiling or roof supports or other horizontal members due to defective material or deterioration.
- No split, lean, list or buckle of dwelling walls, partitions or other vertical supports due to defective material or deterioration.
- No evidence of decay or damage to exterior stairs or decks.

I acknowledge the Short-term inspection checklist requirements.


Applicant's Signature

Karen (Madison) Chapman
Printed Name

11.21.2025
Date

Please complete and submit the following attached documents with your application.

1. Short-Term Rental Application Form.

Complete form on page 1.

2. STR Local Representative Certification.

Complete form on page 2.

3. Acknowledgements

Sign form on page 3.

4. Homeowner's Association Declaration & Proof of Property Insurance.

Please complete attachment on page 4 and provide a copy of a property insurance summary that states STR coverage is included and complete insurance waiver.

5. General Release of Liability.

Form on page 5 must be signed by the operator.

6. Signature to authorize filing STR-SUP.

Form on page 6 must be completed by a Notary Public.

7. Short Term Rental Inspection checklist.

Form on page 7 must be signed by the STR applicant.

EXHIBITS – Please, clearly mark each exhibit title on top of each page, for example. Exhibit "A" letter.

A. Letter.

Submit a letter describing the proposed STR use, describe whether the proposed STR will, or will not cause substantial harm to the value, use, or enjoyment of the other properties in the neighborhood. Also describe how the proposed STR will add to the value, use or enjoyment of other properties in the neighborhood.

B. Floor Plan.

A Sketch floor plan of the dwelling with dimensional room layout. Please identify sleeping areas, evacuation route(s) and location of fire extinguishers.

C. Parking Plan Requirement.

A site plan/survey of the property that indicates the maximum number of vehicles that can be legally parked on the property. Parking spaces cannot include on-street parking, sidewalks, alleys or other public rights-of-way.

D. Applicant's Driver's License.

Please provide a copy of STR owner's driver's license.

E. Driver License of Local Representative if Different from Applicant.

F. Proof of STR Property Ownership and/or authorization from property owner.

Property tax documents, deed, or copy of title. If applicant doesn't own property, copy of proof of authorization from property owner, lease agreement, and/or letter is required.

G. Info Sheet.

A copy of the informational sheet/brochure that is provided to guests of the STR. Please include:

- The 24-hour contact information of the STR owner or local representative.
- Neighborhood info such as parking and noise restrictions, trash collection schedules, etc.
- Emergency and non-emergency telephone numbers for police and fire departments.
- Instructions for obtaining severe weather, natural or man-made disaster alerts. Local alert service is available at: Brewstercountytx.com/hyper-reach.

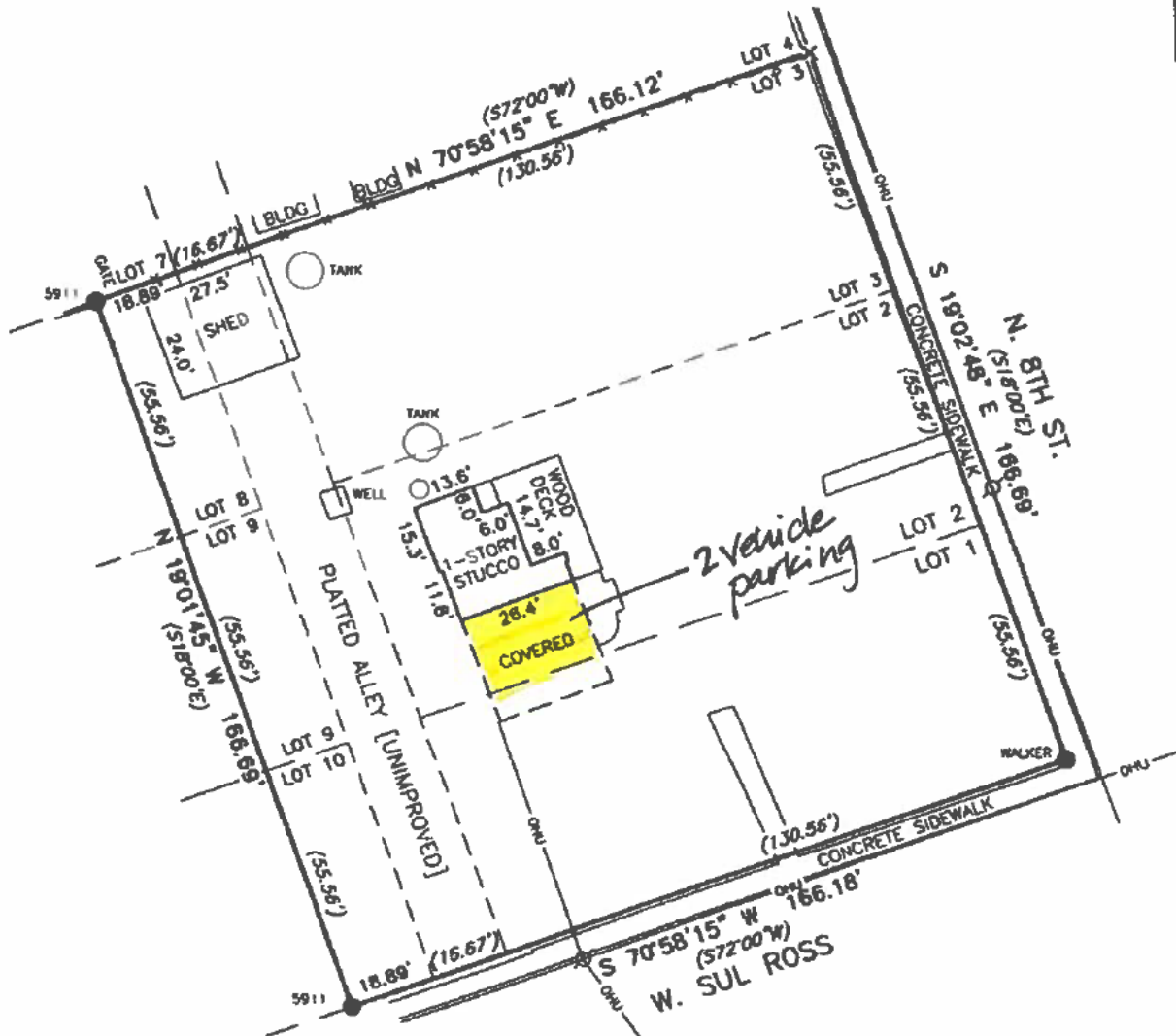


SURVEY PLAT

THE EAST 18.89 FEET OF LOTS 8, 9, AND 10, ALL OF LOTS 1, 2, AND 3, AND THAT PORTION OF THE PLATTED ALLEY LYING BETWEEN SAID LOTS, ALL OUT OF BLOCK 28, ORIGINAL TOWNSITE OF ALPINE ENVELOPE 184, PLAT RECORDS OF BREWSTER COUNTY, TEXAS

ALPINE, TEXAS

EXHIBIT A



AN INDEPENDENT EXHAUSTIVE SEARCH OF THE PUBLIC RECORD HAS NOT BEEN CONDUCTED. EASEMENTS/RESTRICTIONS NOT SHOWN HEREON MAY AFFECT THIS TRACT.

LEGEND

- IRON ROD FOUND [CAPPED AS NOTED]
 - ✕ "X" FOUND IN CONCRETE
 - UTILITY POLE
 - OHU --- OVERHEAD UTILITY
 - x - x - FENCE
 - () RECORD INFORMATION
- BEARING BASIS: WGS 84



ACCORDING TO FEMA FIRM MAP PANEL 4800850002B, DATED 11/16/1990, THIS TRACT APPEARS TO LIE WITHIN ZONE X [AREAS OUTSIDE THE 500-YR FLOODPLAIN].

I HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL ON THE GROUND SURVEY AND THAT THE LINES AND CORNERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Kevin Mueller
 6-29-2022

KEVIN MUELLER
 105 N. COCKRELL ST.
 (432) 538-2113
 KEVIN.MUELLER@SAWTOOTHSURVEY.COM

SAW TOOTH SURVEY
 P.O. BOX 1751
 ALPINE, TX 79831

December 12, 2025

To: City of Alpine

From: Karen (Mickey) Chapman and Thomas P. Robinson

Re: Short-term rental application 401 West Sul Ross (Bodhi)

The above-named property owners wish to utilize 401 West Sul Ross for short-term rentals, specifically through Air BnB website. We have operated a STR at 408 West Lockhart previously. 401 West Sul Ross is currently permitted as a one-chair hair salon, which sees a minimum of daily traffic. With conversion to a STR we expect there will be even less traffic at the site. The STR will not cause harm to the value, use or enjoyment of surrounding properties. 401 West Sul Ross will only be rented to one to two individuals at a time, and will be occupied only for the purpose of people enjoying the area and/or coming to Alpine for short term work assignments.

Thank you for your consideration.

Karen Chapman and Tom Robinson

Notice of Confidentiality Rights: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your social security number or your driver's license number.

GENERAL WARRANTY DEED

Effective Date: August 10, 2022

Grantor: ROBERT RAWLES WILLIAMS and AIMEE MICHELLE ROBERSON

Grantor's Mailing Address: P.O. Box 340
Dixon, NM 87527
Rio Arriba County, New Mexico

Grantee: THOMAS ROBINSON and KAREN CHAPMAN

Grantee's Mailing Address: 307 N. 8th St
Alpine, TX 79830-4503
Brewster County, Texas

Consideration: Cash and other valuable Consideration

Property (including any improvements):

The East 18.89 feet of Lots 8, 9, and 10, all of Lots 1, 2, and 3, and that portion of the Platted Alley lying between said Lots, all out of Block 28, ORIGINAL TOWNSITE OF ALPINE, Envelope 184, Plat Records of Brewster County, Texas and being more particularly shown in the survey Plat attached hereto as Exhibit "A", dated June 29, 2022, and prepared by Kevin Mueller, No. 5911, which Exhibit is made a part of this document by reference and incorporated herein for all purposes.

Reservations from Conveyance:

None

Exceptions to Conveyance and Warranty:

Subject to overhead utilities as shown in survey Plat attached hereto as Exhibit "A".

Subject to encroachment and protrusion of concrete sidewalk as shown in survey Plat attached hereto as Exhibit "A".

Subject to unimproved platted alley as shown in survey Plat attached hereto as Exhibit "A".

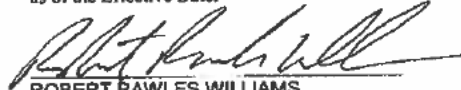
Subject to validly existing easements and rights-of-way, whether of record or not; and taxes for 2022, which have been prorated and adjusted in cash as of the date hereof, the payment of which Grantee assumes.

Page 1 of 2

Grantor, for the Consideration and subject to the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

EXECUTED by Grantor on August 10, 2022, to be effective as of the Effective Date.


ROBERT RAWLES WILLIAMS


AIMEE MICHELLE ROBERSON

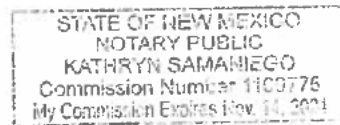
(Acknowledgment)

STATE OF NEW MEXICO §
§
COUNTY OF RIO ARRIBA §

Before me, a Notary Public in and for the State of New Mexico, on this day personally appeared ROBERT RAWLES WILLIAMS and AIMEE MICHELLE ROBERSON, proved to me on the basis of satisfactory evidence to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and Consideration therein expressed.

Given under my hand and seal of office this 10th day of August, 2022.

(Seal)




Notary Public, State of New Mexico

Kathryn Samaniego
Notary's Name (Printed)

November 14, 2024
Date commission expires

AFTER RECORDING RETURN TO:
ELLYSON ABSTRACT
P.O. BOX 418
ALPINE, TX 79831
GF# 202206309

PREPARED IN THE LAW OFFICE OF
JOSEPH P. JAMES
ATTORNEY AT LAW
P.O. BOX 2013
FORT DAVIS, TX 79734

Page 2 of 2

EMERGENCY NUMBERS

For 24-hour assistance, please text or call Mickey at

A fire extinguisher is located in the kitchen under the sink.

Call 911 in case of emergency, address is 401 West Sul Ross.

For non-emergencies, call Alpine Police Department: (432) 837-3486

Alpine Fire Department: (432) 837-2366

For local weather alerts, visit Brewstercountytexas.com/hyper-reach

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8G

Department: Environmental Services

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: Approve



AGENDA ITEM

Approval of a Letter of Support for the 2026 Keep Texas Beautiful Affiliate Annual Recognition - Gold Star Level. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The City Council is requested to consider approval of a **Letter of Support** in connection with the City of Alpine's application for **2026 Keep Texas Beautiful (KTB) Affiliate Annual Recognition at the Gold Star Level**, which recognizes work completed during calendar year 2025.

The **Keep Texas Beautiful Affiliate Recognition Program** is a statewide program that acknowledges local affiliates that demonstrate excellence in environmental stewardship, community engagement, education, and sustainability initiatives. Recognition is awarded annually based on documented activities, program impact, and compliance with KTB reporting and membership requirements.

As part of the **Gold Star recognition criteria**, affiliates are required to submit:

- A completed annual report documenting program activities and outcomes;
- Proof of current membership and dues; and
- **A formal letter of support** from an elected official, civic organization, business, or youth group describing the value of the affiliate program to the community. The letter must be dated between **January 1, 2026 and February 20, 2026**, and historically has been approved and signed by the City Council.

The City of Alpine participates in the program locally through **Keep Alpine Beautiful**, administered by the City's Environmental Services Division. During 2025, the program supported community cleanups, recycling education, environmental outreach, and sustainability initiatives that directly benefited Alpine residents and enhanced community pride and environmental awareness.

The attached draft **Letter of Support**, prepared on City letterhead and dated January 20, 2026, formally acknowledges the value of the Keep Alpine Beautiful program, highlights the work of City staff—particularly the Environmental Services Coordinator—and affirms the City Council’s continued support of environmental stewardship efforts within the community.

Approval of this item authorizes the City to submit the Letter of Support as part of the required materials for the **2026 Keep Texas Beautiful Affiliate Annual Recognition – Gold Star Level**. No fiscal impact is associated with this action, and approval does not obligate the City to any additional programmatic or financial commitments beyond existing operations.

SUPPORTING MATERIALS

1. 1-20-26 LETTER OF SUPPORT

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

Approved - 1/12/2026
Final Approval - 1/12/2026

Interim City Manager
Geoffrey R. Calderon

City Secretary
Geoffrey R. Calderon



Mayor
Catherine Eaves

City Attorney
Bojorquez Law Firm, PC

100 North 13th Street Phone 432-837-3301 Fax 432-837-2044

“To provide quality service to the citizens of Alpine”

JANUARY 20, 2026

Greetings,

We are writing this letter to express our wholehearted support for Alpine's Keep Texas Beautiful program and to commend the exceptional work being carried out by the City of Alpine's Environmental Service's Team.

The Keep Alpine Beautiful program has proven to be an invaluable initiative, contributing significantly to the environmental well-being of our community. The program's commitment to promoting sustainability, enhancing the natural beauty of our surroundings, and fostering environmental stewardship is truly commendable. Through various initiatives such as community cleanups, recycling awareness campaigns, and educational outreach programs. Keep Alpine Beautiful has played a pivotal role in creating a cleaner, more sustainable living environment for the residents of Alpine.

We would like to specifically highlight the exceptional efforts of our Environmental Services Coordinator, Adelina Beall. Ms. Beall's dedication and passion for environmental conservation have been instrumental in the success of the program. Her ability to coordinate and implement a wide range of initiatives, from organizing community cleanups to conducting workshops on waste reduction, has made a positive impact on the community's environmental consciousness.

Adelina Beall's tireless commitment to education has been particularly noteworthy. Through her and her teams' efforts, the community has become more aware of the importance of responsible waste management, sustainable practices, and the preservation of our natural resources. Ms. Beall's educational outreach programs have empowered residents to make informed choices that contribute to a healthier and more sustainable Alpine.

The benefits of Keep Alpine Beautiful are evident in the positive changes witnessed in Alpine. The City has become more environmentally conscious, and residents are actively participating in initiatives that contribute to the overall cleanliness and sustainability of our community.

We, the City Council of Alpine, Texas, wholeheartedly endorse the Keep Alpine/Texas Beautiful program and express our sincere appreciation for the outstanding work that is done by our employees and community. The combined efforts of the program and our Team have created a lasting impact on our community, fostering a sense of pride and responsibility for the environment. We encourage

COUNCIL MEMBER WARD 1
RICHARD PORTILLO

COUNCIL MEMBER WARD 2
EVA L. MARTINEZ

COUNCIL MEMBER WARD 3
ROBERT RÜCKES

COUNCIL MEMBER WARD 4
LUCY E. ESCOVEDO

COUNCIL MEMBER WARD 5
RICK STEPHENS

continued support for this invaluable program and look forward to witnessing further positive changes under the dedication of our team, community, and Keep Texas Beautiful.

Sincerely,

Mayor Catherine Eaves
On behalf of the Alpine City Council

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8H

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: Approve



AGENDA ITEM

Approval of the December 2025 invoice for Bojorquez Law Firm Services. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

- 1. Alpine Invoice #14163 C

BUDGET CONSIDERATIONS

Expenditure Required: \$4,215.20
Savings Anticipation: N/A
Current Budget FY 2025-2026: \$100,000
Additional Funding: N/A

APPROVERS

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

Approved - 1/12/2026
Final Approval - 1/12/2026

INVOICE

Number	14163
Issue Date	11/30/2025
Due Date	12/30/2025

City of Alpine
 Geoffrey Calderon, Interim City Manager
 100 N 13th St.
 Alpine, TX 79830

Alpine - General

Billed By	Rate	Sub
CT	\$216.00	\$43.20
CT	\$216.00	\$540.00
CT	\$216.00	\$842.40
CT	\$216.00	\$64.80
CT	\$216.00	\$64.80
CT	\$216.00	\$43.20
CT	\$216.00	\$21.60
CT	\$216.00	\$345.60
CT	\$216.00	\$669.60
CT	\$216.00	\$21.60
CT	\$216.00	\$108.00
Professional Services Total		\$2,764.80

Total for Alpine - General	\$2,764.80
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Alpine - Land Use

Billed By	Rate	Sub
CT	\$216.00	\$129.60
NEH	\$110.00	\$22.00
Professional Services Total		\$151.60

Total for Alpine - Land Use	\$151.60
-----------------------------	----------

Alpine - Municipal Court

Billed By	Rate	Sub
CT	\$195.00	\$19.50
CT	\$195.00	\$39.00
CT	\$195.00	\$78.00
CT	\$195.00	\$234.00
CT	\$195.00	\$97.50
NEH	\$110.00	\$22.00
NEH	\$110.00	\$44.00
CT	\$195.00	\$39.00
CT	\$195.00	\$39.00
NEH	\$110.00	\$22.00
CT	\$195.00	\$253.50
NEH	\$110.00	\$11.00
NEH	\$110.00	\$11.00
CT	\$195.00	\$58.50
CT	\$195.00	\$39.00
Professional Services Total		\$1,007.00

Total for Alpine - Municipal Court	\$1,007.00
------------------------------------	------------

Alpine - Personnel

Billed By	Rate	Sub
CT	\$216.00	\$194.40

Billed By	Rate	Sub
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Professional Services Total \$194.40

Total for Alpine - Personnel	\$194.40
------------------------------	----------

Alpine - Public Safety

Billed By	Rate	Sub
-----------	------	-----

CT	\$216.00	\$64.80
----	----------	---------

Professional Services Total \$64.80

Total for Alpine - Public Safety	\$64.80
----------------------------------	---------

Alpine - Real Estate

Billed By	Rate	Sub
-----------	------	-----

NEH	\$110.00	\$11.00
-----	----------	---------

CT	\$216.00	\$21.60
----	----------	---------

Professional Services Total \$32.60

Total for Alpine - Real Estate	\$32.60
--------------------------------	---------

Total (USD)	\$4,215.20
Paid	\$0.00
Balance	\$4,215.20

Terms & Conditions

WARNING: While this document is a public record subject to release under Tex. Gov't Code Ch. 552.022(a), it might contain *Confidential/Privileged* information exempt from disclosure.

Make checks payable to Bojorquez Law Firm, PC

Tax ID#27-0818127

11675 Jollyville Road, Suite 300

Austin, TX 78759

ALL PAST DUE AMOUNTS ARE SUBJECT TO INTEREST CHARGES

Timekeeper Totals

Name	Rate	Hours	Total
CT	\$210.99	19.30	\$4,072.20
NEH	\$110.00	1.30	\$143.00

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8I

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: Approve



AGENDA ITEM

Approval of the termination of the stipend provided to Geoffrey R. Calderon for Interim City Manager services effective January 20, 2026. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The City Council approved a stipend to Geoffrey R. Calderon Interim City Manager services in June 2025. Now that we have a new City Manager scheduled to begin service on January 20, 2026, the stipend may be terminated.

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 8J

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approval of Fiscal Year 2025-2026 1st Quarter Investment Report. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. FY26 1st Quarter Investment Report

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

Approved - 1/14/2026
New -



City of Alpine
Quarterly Investment Report
Quarter Ending December 31, 2025
1st Quarter

Prepared for the City of Alpine Mayor and Council

In accordance with Section 2256.023 Internal management Reports of the Public Funds Investment Act.

This quarterly report is in full compliance with the investment strategy as established for the City of Alpine's funds in the City of Alpine Investment Policy as adopted by Resolution 2024-05-10; and meets the reporting requirements mandated by the Public Funds Investment Act of the Texas Government Code Chapter 2256 as amended.

Victoria Sanchez *VS*
Investment Officer/Director of Finance



City of Alpine
FY 2025-2026 Quarterly Investment Report
1st Quarter Ending December 31, 2025

ACCOUNT TYPE	FUND DISTRIBUTION	PURCHASE DATE	MATURITY DATE	AVERAGE MONTHLY YIELD AS OF 12/31/2025	QUARTER BEGINNING BALANCE	INTEREST/DIVIDEND EARNED	TOTAL CONTRIBUTIONS (WITHDRAWALS)	NET CHANGE	ENDING BALANCE	
									BOOK VALUE AS OF 12/31/2025	MARKET VALUE AS OF 12/31/2025

TexStar: City of Alpine (X-1110)- Investment Pool

General Fund	All Funds	N/A	On Demand	3.8246%	\$3,370,604.04	\$26,244.16	-\$926,406.80	-\$900,162.64	\$2,470,441.40	\$2,470,441.40
Total					\$3,370,604.04	\$26,244.16	-\$926,406.80	-\$900,162.64	\$2,470,441.40	\$2,470,441.40
<i>Resolution 2021-12-01 - 1st Payment of ARPA (\$741,127.78) - Dedicated to Wastewater Collateral Limits Reached at WTNB - Transferred \$500,000 May 17, 2022 from General Fund - Council notified. Collateral Limits Reached at WTNB - Transferred 2nd Payment of ARPA (\$742,592.47) Resolution 2024-06-01 2nd Payment of ARPA (\$742,592.47) - Dedicated to Wastewater</i>										

Texas CLASS: City of Alpine (X-0518) - Texas Cooperative Liquid Assets Securities System Trust

0001 - HOT Reserves	Tourism	8/11/2015	On Demand	3.9690%	\$100,460.48	\$1,047.86	\$0.00	\$1,047.86	\$101,508.34	\$101,508.34
0002 - Airport Reserves	Airport	8/10/2015	On Demand	3.9690%	\$6,380.16	\$66.55	\$0.00	\$66.55	\$6,446.71	\$6,446.71
0003 - Capital Improvements	General Fund	7/27/2016	On Demand	3.9690%	\$277,992.82	\$2,899.62	\$0.00	\$2,899.62	\$280,892.44	\$280,892.44
	Road Repair									
0004 - Creek Trail Reserves	General Fund	07/17/017	On Demand	3.9690%	\$266,470.62	\$2,779.43	\$0.00	\$2,779.43	\$269,250.05	\$269,250.05
	Initial Resolution 2021-08-02 \$50,000/Splash Pad; remaining funds/generators(-grant)				\$61,838.00					
	Ordinance 2025-11-03 \$61,838 committed for pool maintenance instead of Splash Pad				\$207,412.05					
0005 - Fire Department Assistance Reserves	General Fund - Fire	7/17/2017	On Demand	3.9690%	\$219,301.30	\$2,287.40	\$0.00	\$2,287.40	\$221,588.70	\$221,588.70
0006 - Water/Sewer Infrastructure Reserves	Water/Sewer	6/20/2017	On Demand	3.9690%	\$1,049,984.01	\$10,951.76	\$0.00	\$10,951.76	\$1,060,935.77	\$1,060,935.77
	Lift Station Repairs \$117,742.11 RB 03 Reserve Closed - Resolution - Holiday Inn Lift Station Repairs									
0007 - Pueblo Nuevo Park Project	Pueblo Nuevo	9/27/2022	On Demand	3.9690%	\$169,945.16	\$1,772.58	\$0.00	\$1,772.58	\$171,717.74	\$171,717.74
	City Match									
Total					\$2,090,534.55	\$21,805.20	\$0.00	\$21,805.20	\$2,112,339.75	\$2,112,339.75

This quarterly report is in full compliance with the investment strategy as established for the City of Alpine's funds in the City of Alpine Investment Policy as adopted by Resolution 2024-05-10; and meets the reporting

Joint review for City of Alpine Mayor and Council as per Texas Government Code Section 2256.023 - Internal Management

Prepared and submitted by:
 Victoria Sanchez
 Investment Officer/Director of Finance

G. SANCHEZ
 1-13-2026
 Grisell Gonzalez
 Investment Officer/Finance Clerk

Victoria Sanchez
 1/13/2026
 Victoria Sanchez
 Investment Officer/Director of Finance

Tuesday, January 13, 2025



City of Alpine
Investment Earnings/Dividends Cumulative Report
FY: 2025-2026

TexStar: City of Alpine (X-1110)

Average Monthly Yield: 4.1164%
General Fund

October	November	December	January	February	March	April	May	June	July	August	September	Total
\$10,216.58	\$8,028.81	\$7,998.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,244.16
4.1164%	3.9802%	3.8246%										3.9737%

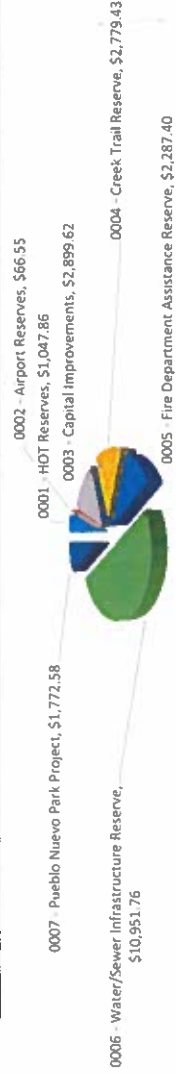


Texas CLASS: City of Alpine (X-0518)

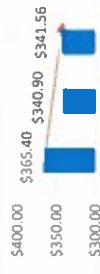
Average Monthly Yield: 4.2753%

October	November	December	January	February	March	April	May	June	July	August	September	Total
\$7,603.89	\$7,093.56	\$7,107.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,805.20
4.2753%	4.1069%	3.9690%										4.1171%

0001 - HOT Reserves	\$365.40	\$340.90	\$341.56									\$1,047.86
0002 - Airport Reserves	\$23.21	\$21.66	\$21.68									\$66.55
0003 - Capital Improvements	\$1,011.14	\$943.30	\$945.18									\$2,899.62
0004 - Creek Trail Reserve	\$969.25	\$904.19	\$905.99									\$2,779.43
0005 - Fire Department Assistance Reserve	\$797.66	\$744.12	\$745.62									\$2,287.40
0006 - Water/Sewer Infrastructure Reserve	\$3,819.09	\$3,562.77	\$3,569.90									\$10,951.76
0007 - Pueblo Nuevo Park Project	\$618.14	\$576.62	\$577.82									\$1,772.58



0001 - HOT Reserves



0002 - Airport Reserves



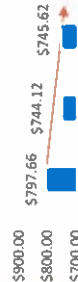
0003 - Capital Improvements



0004 - Creek Trail Reserve



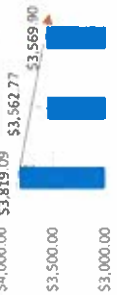
0005 - Fire Department Assistance Reserve



0007 - Pueblo Nuevo Park Project



0006 - Water/Sewer Infrastructure Reserve





CITY OF ALPINE
 ATTN VICTORIA SANCHEZ
 100 N 13TH ST
 ALPINE TX 79830-4401

MONTHLY STATEMENT OF ACCOUNT

ACCOUNT: 0220011110

ACCOUNT NAME: GENERAL FUND

STATEMENT PERIOD: 10/01/2025 - 10/31/2025

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 4.1164%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 47 DAYS AND THE NET ASSET VALUE FOR 10/31/25 WAS 1.000163.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			3,370,604.04
10/17/2025	ACH WITHDRAWAL	6213142	334,701.80 -	3,035,902.24
10/17/2025	ACH WITHDRAWAL	6213163	591,705.00 -	2,444,197.24
10/31/2025	MONTHLY POSTING	9999888	10,216.58	2,454,413.82
	ENDING BALANCE			2,454,413.82

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	3,370,604.04
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	926,406.80
TOTAL INTEREST	10,216.58
ENDING BALANCE	2,454,413.82
AVERAGE BALANCE	2,922,342.69

ACTIVITY SUMMARY (YEAR-TO-DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
GENERAL FUND	2,000,000.00	1,860,699.27	90,899.78

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.



CITY OF ALPINE
 ATTN VICTORIA SANCHEZ
 100 N 13TH ST
 ALPINE TX 79830-4401

MONTHLY STATEMENT OF ACCOUNT

ACCOUNT: 0220011110

ACCOUNT NAME: GENERAL FUND

STATEMENT PERIOD: 11/01/2025 - 11/30/2025

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 3.9802%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 42 DAYS AND THE NET ASSET VALUE FOR 11/28/25 WAS 1.000175.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			2,454,413.82
11/28/2025	MONTHLY POSTING	9999888	8,028.81	2,462,442.63
	ENDING BALANCE			2,462,442.63

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	2,454,413.82
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	0.00
TOTAL INTEREST	8,028.81
ENDING BALANCE	2,462,442.63
AVERAGE BALANCE	2,454,413.82

ACTIVITY SUMMARY (YEAR-TO-DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
GENERAL FUND	2,000,000.00	1,860,699.27	98,928.59

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.



CITY OF ALPINE
 ATTN VICTORIA SANCHEZ
 100 N 13TH ST
 ALPINE TX 79830-4401

MONTHLY STATEMENT OF ACCOUNT

ACCOUNT: 0220011110

ACCOUNT NAME: GENERAL FUND

STATEMENT PERIOD: 12/01/2025 - 12/31/2025

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 3.8246%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 41 DAYS AND THE NET ASSET VALUE FOR 12/31/25 WAS 1.000263.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			2,462,442.63
12/31/2025	MONTHLY POSTING	9999888	7,998.77	2,470,441.40
	ENDING BALANCE			2,470,441.40

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	2,462,442.63
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	0.00
TOTAL INTEREST	7,998.77
ENDING BALANCE	2,470,441.40
AVERAGE BALANCE	2,462,442.63

ACTIVITY SUMMARY (YEAR-TO-DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
GENERAL FUND	2,000,000.00	1,860,699.27	106,927.36

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.



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City of Alpine
100 North 13th Street
Alpine, TX 79830

Summary Statement

October 31, 2025

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Investor ID: TX-01-0518

Texas CLASS

Texas CLASS

Average Monthly Yield: 4.2753%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0001 HOT RESERVES	100,460.48	0.00	0.00	365.40	3,638.76	100,654.58	100,825.88
TX-01-0518-0002 AIRPORT RESERVES	6,380.16	0.00	0.00	23.21	231.10	6,392.49	6,403.37
TX-01-0518-0003 CAPITAL IMPROVEMENTS	277,992.82	0.00	0.00	1,011.14	10,069.20	278,529.94	279,003.96
TX-01-0518-0004 CREEK TRAIL RESERVE	266,470.62	0.00	0.00	969.25	9,651.90	266,985.49	267,439.87
TX-01-0518-0005 FIRE DEPARTMENT ASSISTANCE RESERVE	219,301.30	0.00	0.00	797.66	7,943.32	219,725.02	220,098.96

Tel: (800) 707-6242

<https://www.texasclass.com/>



Summary Statement

October 31, 2025

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Investor ID: TX-01-0518

City of Alpine
 100 North 13th Street
 Alpine, TX 79830

Texas CLASS - (continued)

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0006 WATER/SEWER INFRASTRUCTURE RESERVE	1,049,984.01	0.00	0.00	3,819.09	38,031.85	1,052,012.73	1,053,803.10
TX-01-0518-0007 Pueblo Nuevo Park Project	169,945.16	0.00	0.00	618.14	6,155.59	170,273.53	170,563.30
TOTAL	2,090,534.55	0.00	0.00	7,603.89	75,721.72	2,094,573.78	2,098,138.44

<https://www.texasclass.com/>

Tel: (800) 707-6242



Account Statement

October 31, 2025

Page 3 of 10

Account Number: TX-01-0518-0001

HOT RESERVES

Account Summary

Average Monthly Yield: 4.2753%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	100,460.48	0.00	0.00	365.40	3,638.76	100,654.58	100,825.88

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			100,460.48	
10/31/2025	Income Dividend Reinvestment	365.40			
10/31/2025	Ending Balance			100,825.88	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Statement

October 31, 2025

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Account Number: TX-01-0518-0002

AIRPORT RESERVES

Account Summary

Average Monthly Yield: 4.2763%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
6,380.16	0.00	0.00	23.21	231.10	6,392.49	6,403.37

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			6,380.16	
10/31/2025	Income Dividend Reinvestment	23.21			
10/31/2025	Ending Balance			6,403.37	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Statement

October 31, 2025

Page 5 of 10

Account Number: TX-01-0518-0003

CAPITAL IMPROVEMENTS

Account Summary

Average Monthly Yield: 4.2763%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
277,992.82	0.00	0.00	1,011.14	10,069.20	278,529.94	279,003.96

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			277,992.82	
10/31/2025	Income Dividend Reinvestment	1,011.14			
10/31/2025	Ending Balance			279,003.96	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Number: TX-01-0518-0004

CREEK TRAIL RESERVE

Account Summary

Average Monthly Yield: 4.2753%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	266,470.62	0.00	0.00	969.25	9,651.90	266,985.49	267,439.87

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			266,470.62	
10/31/2025	Income Dividend Reinvestment	969.25			
10/31/2025	Ending Balance			267,439.87	



Account Number: TX-01-0518-0005

FIRE DEPARTMENT ASSISTANCE RESERVE

Account Summary

Average Monthly Yield: 4.2753%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
219,301.30	0.00	0.00	797.66	7,943.32	219,725.02	220,098.96

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			219,301.30	
10/31/2025	Income Dividend Reinvestment	797.66			
10/31/2025	Ending Balance			220,098.96	



Account Number: TX-01-0518-0006

WATER/SEWER INFRASTRUCTURE RESERVE

Account Summary

Average Monthly Yield: 4.2763%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	1,049,984.01	0.00	0.00	3,819.09	38,031.85	1,052,012.73	1,053,803.10

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			1,049,984.01	
10/31/2025	Income Dividend Reinvestment	3,819.09			
10/31/2025	Ending Balance			1,053,803.10	



Account Statement

October 31, 2025

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Account Number: TX-01-0518-0007

Pueblo Nuevo Park Project

Account Summary

Average Monthly Yield: 4.2753%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	169,945.16	0.00	0.00	618.14	6,155.59	170,273.53	170,563.30

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			169,945.16	
10/31/2025	Income Dividend Reinvestment	618.14			
10/31/2025	Ending Balance			170,563.30	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Texas CLASS

Texas CLASS		
Date	Dividend Rate	Daily Yield
10/01/2025	0.000117962	4.3056%
10/02/2025	0.000117476	4.2879%
10/03/2025	0.000351795	4.2802%
10/04/2025	0.000000000	4.2802%
10/05/2025	0.000000000	4.2802%
10/06/2025	0.000116944	4.2685%
10/07/2025	0.000116506	4.2525%
10/08/2025	0.000116310	4.2453%
10/09/2025	0.000116141	4.2392%
10/10/2025	0.000465056	4.2437%
10/11/2025	0.000000000	4.2436%
10/12/2025	0.000000000	4.2436%
10/13/2025	0.000000000	4.2436%
10/14/2025	0.000116442	4.2502%
10/15/2025	0.000117091	4.2738%
10/16/2025	0.000118383	4.3210%
10/17/2025	0.000354741	4.3160%
10/18/2025	0.000000000	4.3160%
10/19/2025	0.000000000	4.3160%
10/20/2025	0.000116825	4.2641%
10/21/2025	0.000116778	4.2624%
10/22/2025	0.000117454	4.2870%
10/23/2025	0.000117267	4.2803%
10/24/2025	0.000352143	4.2844%
10/25/2025	0.000000000	4.2844%
10/26/2025	0.000000000	4.2844%
10/27/2025	0.000117561	4.2910%
10/28/2025	0.000117973	4.3060%
10/29/2025	0.000118443	4.3232%
10/30/2025	0.000117050	4.2723%
10/31/2025	0.000114763	4.1889%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



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City of Alpine
 100 North 13th Street
 Alpine, TX 79830

Summary Statement

November 30, 2025

Page 1 of 10

Investor ID: TX-01-0518

Texas CLASS

Texas CLASS	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0001 HOT RESERVES	100,825.88	0.00	0.00	340.90	3,979.66	101,007.23	101,166.78
TX-01-0518-0002 AIRPORT RESERVES	6,403.37	0.00	0.00	21.66	252.76	6,414.89	6,425.03
TX-01-0518-0003 CAPITAL IMPROVEMENTS	279,003.96	0.00	0.00	943.30	11,012.50	279,505.79	279,947.26
TX-01-0518-0004 CREEK TRAIL RESERVE	267,439.87	0.00	0.00	904.19	10,556.09	267,920.89	268,344.06
TX-01-0518-0005 FIRE DEPARTMENT ASSISTANCE RESERVE	220,098.96	0.00	0.00	744.12	8,667.44	220,494.82	220,843.08

Average Monthly Yield: 4.1069%

<https://www.texasclass.com/>

Tel: (800) 707-6242



Summary Statement

November 30, 2025

Page 2 of 10

Investor ID: TX-01-0518

City of Alpine
 100 North 13th Street
 Alpine, TX 79830

Texas CLASS - (continued)

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0006 WATER/SEWER INFRASTRUCTURE RESERVE	1,053,803.10	0.00	0.00	3,562.77	41,594.62	1,055,698.44	1,057,365.87
TX-01-0518-0007 Pueblo Nuevo Park Project	170,563.30	0.00	0.00	576.62	6,732.21	170,870.05	171,139.92
TOTAL	2,098,138.44	0.00	0.00	7,093.56	82,815.28	2,101,912.11	2,105,232.00

<https://www.texasclass.com/>

Tel: (800) 707-6242



Account Statement

November 30, 2025

Page 3 of 10

Account Number: TX-01-0518-0001

HOT RESERVES

Account Summary

Average Monthly Yield: 4.1069%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	100,825.88	0.00	0.00	340.90	3,979.66	101,007.23	101,166.78

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			100,825.88	
11/30/2025	Income Dividend Reinvestment	340.90			
11/30/2025	Ending Balance			101,166.78	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Number: TX-01-0518-0002

AIRPORT RESERVES

Account Summary

Average Monthly Yield: 4.1069%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	6,403.37	0.00	0.00	21.66	252.76	6,414.89	6,425.03

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			6,403.37	
11/30/2025	Income Dividend Reinvestment	21.66			
11/30/2025	Ending Balance			6,425.03	



Account Statement

November 30, 2025

Page 5 of 10

Account Number: TX-01-0518-0003

CAPITAL IMPROVEMENTS

Account Summary

Average Monthly Yield: 4.1069%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
279,003.96	0.00	0.00	943.30	11,012.50	279,505.79	279,947.26

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			279,003.96	
11/30/2025	Income Dividend Reinvestment	943.30			
11/30/2025	Ending Balance			279,947.26	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Statement
 November 30, 2025
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Account Number: TX-01-0518-0004

CREEK TRAIL RESERVE

Account Summary

Average Monthly Yield: 4.1069%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
267,439.87	0.00	0.00	904.19	10,556.09	267,920.89	268,344.06

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			267,439.87	
11/30/2025	Income Dividend Reinvestment	904.19			
11/30/2025	Ending Balance			268,344.06	



Account Statement

November 30, 2025

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Account Number: TX-01-0518-0005

FIRE DEPARTMENT ASSISTANCE RESERVE

Account Summary

Average Monthly Yield: 4.1069%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	220,098.96	0.00	0.00	744.12	8,687.44	220,494.82	220,843.08

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			220,098.96	
11/30/2025	Income Dividend Reinvestment	744.12			
11/30/2025	Ending Balance			220,843.08	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Number: TX-01-0518-0006

WATER/SEWER INFRASTRUCTURE RESERVE

Account Summary

Average Monthly Yield: 4.1069%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	1,053,803.10	0.00	0.00	3,562.77	41,594.62	1,055,698.44	1,057,365.87

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			1,053,803.10	
11/30/2025	Income Dividend Reinvestment	3,562.77			
11/30/2025	Ending Balance			1,057,365.87	



Account Statement

November 30, 2025

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Account Number: TX-01-0518-0007

Pueblo Nuevo Park Project

Account Summary

Average Monthly Yield: 4.1069%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	170,563.30	0.00	0.00	576.62	6,732.21	170,870.05	171,139.92

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2025	Beginning Balance			170,563.30	
11/30/2025	Income Dividend Reinvestment	576.62			
11/30/2025	Ending Balance			171,139.92	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Texas CLASS

Date	Dividend Rate	Daily Yield
11/01/2025	0.00000000	4.1889%
11/02/2025	0.00000000	4.1889%
11/03/2025	0.00016234	4.2399%
11/04/2025	0.000114785	4.1896%
11/05/2025	0.000112874	4.1199%
11/06/2025	0.000111677	4.0762%
11/07/2025	0.000335016	4.0760%
11/08/2025	0.00000000	4.0760%
11/09/2025	0.00000000	4.0760%
11/10/2025	0.000223812	4.0846%
11/11/2025	0.00000000	4.0904%
11/12/2025	0.000112066	4.1095%
11/13/2025	0.000112590	4.1109%
11/14/2025	0.000337881	4.1109%
11/15/2025	0.00000000	4.1109%
11/16/2025	0.00000000	4.1109%
11/17/2025	0.000112143	4.0932%
11/18/2025	0.000112251	4.0972%
11/19/2025	0.00011457	4.0682%
11/20/2025	0.00011123	4.0560%
11/21/2025	0.00033687	4.0598%
11/22/2025	0.00000000	4.0598%
11/23/2025	0.00000000	4.0598%
11/24/2025	0.00011485	4.0693%
11/25/2025	0.00011988	4.0875%
11/26/2025	0.000225280	4.1114%
11/27/2025	0.00000000	4.1114%
11/28/2025	0.000339711	4.1331%
11/29/2025	0.00000000	4.1331%
11/30/2025	0.00000000	4.1331%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



0000389-0007853 PDF 878762

City of Alpine
100 North 13th Street
Alpine, TX 79830

Summary Statement

December 31, 2025

Page 1 of 10

Investor ID: TX-01-0518

Texas CLASS

Texas CLASS

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0001 HOT RESERVES	101,166.78	0.00	0.00	341.56	4,321.22	101,349.39	101,508.34
TX-01-0518-0002 AIRPORT RESERVES	6,425.03	0.00	0.00	21.66	274.44	6,436.63	6,446.71
TX-01-0518-0003 CAPITAL IMPROVEMENTS	279,947.26	0.00	0.00	945.18	11,957.66	280,452.59	280,892.44
TX-01-0518-0004 CREEK TRAIL RESERVE	268,344.06	0.00	0.00	905.99	11,462.08	268,828.44	269,250.05
TX-01-0518-0005 FIRE DEPARTMENT ASSISTANCE RESERVE	220,843.08	0.00	0.00	745.62	9,433.06	221,241.71	221,586.70

Average Monthly Yield: 3.9690%

Tel: (800) 707-6242

<https://www.texasclass.com/>



Summary Statement

December 31, 2025

Page 2 of 10

Investor ID: TX-01-0518

City of Alpine
 100 North 13th Street
 Alpine, TX 79830

Texas CLASS - (continued)

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
TX-01-0518-0006 WATER/SEWER INFRASTRUCTURE RESERVE	1,057,365.87	0.00	0.00	3,569.90	45,164.52	1,059,274.47	1,060,935.77
TX-01-0518-0007 Pueblo Nuevo Park Project	171,139.92	0.00	0.00	577.82	7,310.03	171,448.84	171,717.74
TOTAL	2,105,232.00	0.00	0.00	7,107.75	89,923.03	2,109,032.07	2,112,339.75

<https://www.texasclass.com/>

Tel (800) 707-6242



Account Statement

December 31, 2025

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Account Number: TX-01-0518-0001

HOT RESERVES

Account Summary

Average Monthly Yield: 3.9690%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	101,166.78	0.00	0.00	341.56	4,321.22	101,349.39	101,508.34

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			101,166.78	
12/31/2025	Income Dividend Reinvestment	341.56			
12/31/2025	Ending Balance			101,508.34	

Tel (800) 707-6242

<https://www.texasclass.com/>



Account Statement

December 31, 2025

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Account Number: TX-01-0518-0002

AIRPORT RESERVES

Account Summary

Average Monthly Yield: 3.9690%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
6,425.03	0.00	0.00	21.68	274.44	6,436.63	6,446.71

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			6,425.03	
12/31/2025	Income Dividend Reinvestment	21.68			
12/31/2025	Ending Balance			6,446.71	



Account Statement

December 31, 2025

Page 5 of 10

Account Number: TX-01-0518-0003

CAPITAL IMPROVEMENTS

Account Summary

Average Monthly Yield: 3.9690%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
279,947.26	0.00	0.00	945.18	11,957.68	280,452.59	280,892.44

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			279,947.26	
12/31/2025	Income Dividend Reinvestment	945.18			
12/31/2025	Ending Balance			280,892.44	



Account Statement

December 31, 2025

Page 6 of 10

Account Number: TX-01-0518-0004

CREEK TRAIL RESERVE

Account Summary

Average Monthly Yield: 3.9890%

Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
268,344.06	0.00	0.00	905.99	11,462.08	268,828.44	269,250.05

Texas CLASS

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			268,344.06	
12/31/2025	Income Dividend Reinvestment	905.99			
12/31/2025	Ending Balance			269,250.05	



Account Statement

December 31, 2025

Page 7 of 10

Account Number: TX-01-0518-0005

FIRE DEPARTMENT ASSISTANCE RESERVE

Account Summary

Average Monthly Yield: 3.9690%						
	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance
Texas CLASS	220,843.08	0.00	0.00	745.62	9,433.06	221,241.71
						Month End Balance
						221,588.70

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			220,843.08	
12/31/2025	Income Dividend Reinvestment	745.62			
12/31/2025	Ending Balance			221,588.70	

Tel: (800) 707-6242

<https://www.texasclass.com/>



Account Number: TX-01-0518-0006

WATER/SEWER INFRASTRUCTURE RESERVE

Account Summary

Average Monthly Yield: 3.9690%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	1,057,365.87	0.00	0.00	3,569.90	45,164.52	1,059,274.47	1,060,935.77

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			1,057,365.87	
12/31/2025	Income Dividend Reinvestment	3,569.90			
12/31/2025	Ending Balance			1,060,935.77	



Account Statement

December 31, 2025

Page 9 of 10

Account Number: TX-01-0518-0007

Pueblo Nuevo Park Project

Account Summary

Average Monthly Yield: 3.9690%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Texas CLASS	171,139.92	0.00	0.00	577.82	7,310.03	171,448.84	171,717.74

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			171,139.92	
12/31/2025	Income Dividend Reinvestment	577.82			
12/31/2025	Ending Balance			171,717.74	



Texas CLASS

Date	Dividend Rate	Daily Yield
12/01/2025	0.000113941	4.1610%
12/02/2025	0.000113709	4.1504%
12/03/2025	0.000112443	4.1042%
12/04/2025	0.000111733	4.0782%
12/05/2025	0.000334227	4.0663%
12/06/2025	0.000000000	4.0664%
12/07/2025	0.000000000	4.0664%
12/08/2025	0.000111356	4.0646%
12/09/2025	0.000111378	4.0653%
12/10/2025	0.000111037	4.0528%
12/11/2025	0.000109703	4.0042%
12/12/2025	0.000322092	3.9188%
12/13/2025	0.000000000	3.9188%
12/14/2025	0.000000000	3.9188%
12/15/2025	0.000107436	3.9214%
12/16/2025	0.000107695	3.9309%
12/17/2025	0.000107154	3.9112%
12/18/2025	0.000106938	3.9032%
12/19/2025	0.000320166	3.8954%
12/20/2025	0.000000000	3.8954%
12/21/2025	0.000000000	3.8954%
12/22/2025	0.000106739	3.8959%
12/23/2025	0.000107020	3.9062%
12/24/2025	0.000212772	3.8831%
12/25/2025	0.000000000	3.8831%
12/26/2025	0.000320403	3.8982%
12/27/2025	0.000000000	3.8982%
12/28/2025	0.000000000	3.8982%
12/29/2025	0.000107605	3.9276%
12/30/2025	0.000107678	3.9303%
12/31/2025	0.000107643	3.9292%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 10A

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Alpine Volunteer Fire Department Update from Chief James Etchison. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

- 1. AVFD December 2025 Chief Report
- 2. Alpine Fire Stats 2025
- 3. Alpine Fire Stats 2024

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

Approved - 1/12/2026
Final Approval - 1/12/2026

Alpine Fire Department
Monthly Report
December 2025

Operations:

12/15/2025: Brush Fire; E. Hwy 90 Small fire reported, area was sprayed down and controlled. Only about 10-foot area was burned

12/17/2025: Brush Fire; W. Hwy 90. Fire reported just passed the Y and before the Trash Dump. Fire started with a hot tire and burned a section on the side of the bridge. Fire extinguished and controlled.

12/19/2025: Motor Vehicle Accident: S. 118. The Individual was making a turn when their front tire blew out. Driver over corrected and hit a drainage culvert and flipped their vehicle, becoming entrapped. Vehicle was braced and individual was extricated from vehicle. Extrication and cleanup consisted of 30 minutes.

12/20/2025: Propane Fire: Initial call was a propane tank had exploded and expelling gas. Upon arrival, the propane tank in question was a Propane BBQ grill. The grease leaked from the grill onto the Propane valve and melted, resulting in a small leak. Flames were controlled and the gas ran out of the tank by the time they were able to turn off the valve.

12/24/2025: Brush Fire, N. 67; Brush fire was called in by passing motorist. Reports of a fast-moving fire about to cross the county line into Pecos and moving fast. TFS was called due to the report of it moving into another county where they are stationed. Upon arrival, fire was a slow burn and was about 10 miles from the county border, from where it started. A small 100-foot section was burned on the side of the Highway and was quickly extinguished. TFS conducted cleanup operations and cause of fire is unknown.

12/26/2025: BBQ Fire. 6th Street. Fire started in the residents' yard. Reports of an orange glow were reported and after APD responded, realized it was a fire. On arrival, the fire was quickly extinguished and area was properly soaked. Looking around the area, Hot ash had been stored in a plastic 5-gallon bucket. The coals melted the bucket and began to burn the fence. The fire was extinguished in time as investigations uncovered a burned plastic bottle of Kerosene, a bottle of Lighter Fluid and a bottle of Butane, all next to a dry pile of cut firewood.

Training:

December 3: Business Meeting

December 10: General Water Supply (Deployment Practice) Sul Ross

December 17: Air Pack FIT Testing

December 24: Truck Checks and Stand By status

December 31: New Years Eve/Controlled Burn and Wildland training

Saturday training: Junior Firefighters Training: Radio Communications and Cribbing Operations

New Probationary Firefighters and Junior Firefighters completed ICS/Cancer Awareness/CTBS courses.

5 Firefighters are attending the Fire Academy and currently enrolled. Bunker Gear has been sized and awaiting estimate for payment (SAFER Grant**)

Resources:

HUMMV complete Fabrication, Radio and Skid Unit Hook-up in progress. Engine 2 on standby for New Fuel Injector Pump. New batteries and Tire replaced Brush 1.

Objectives:

New Year, new goals! Training will be stepped up with new training facility in operation during construction. Should hear back from UP for Train Car installation (Estimate for Shipping arrived when notice of delivery happens) Install of Propane tank, courtesy of WTG. All will be in place for more hands on in live fire training scenarios.

Alpine Fire Department													
<i>Monthly Fire Statistics - 2025</i>													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total # Fire Responses													
Structural	2	0	1	1	0	0	0	1	0	3	1	0	9
Wildland	2	0	4	0	3	0	0	1	0	0	0	3	13
Structural/Wildland	0	0	0	0	2	0	1	0	0	1	0	0	4
Vehicle Fires	2	0	2	0	0	1	0	0	0	0	0	0	5
Other Fires	2	1	0	2	0	0	0	0	0	0	0	2	7
False Alarms	0	0	0	0	2	1	2	1	1	0	0	0	7
EMS Assists	1	0	0	0	0	1	0	0	0	0	0	0	2
Controlled Burns	0	0	0	0	1	0	2	3	5	2	0	0	13
Search & Rescue	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid Requested	0	0	0	0	2	0	0	0	0	0	0	0	2
Mutual Aid Provided	0	0	1	0	0	0	2	0	0	1	0	0	4
Extrication/MVI	2	0	1	0	0	0	0	2	0	0	1	1	7
HazMat/Specialty	1	1	0	0	1	0	1	1	1	1	0	0	7

Alpine Fire Department													
<i>Monthly Fire Statistics - 2024</i>													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total # Fire Responses													
Structural	2	1	0	2	1	0	0	0	1	0	3	2	12
Wildland	0	2	2	6	2	8	1	1	1	1	0	0	24
Structural/Wildland	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Fires	0	2	0	0	0	0	1	0	0	0	0	0	3
Other Fires	1	1	2	2	0	0	1	1	0	0	2	3	13
False Alarms	0	0	0	0	1	0	0	0	0	0	2	0	3
EMS Assists	6	1	8	10	0	4	5	4	0	0	4	1	47
Controlled Burns	0	0	0	0	0	0	0	0	0	0	1	0	1
Search & Rescue	0	0	1	0	0	0	0	0	0	0	0	0	1
Mutual Aid Requested	0	0	0	0	0	0	1	0	0	0	1	0	2
Mutual Aid Provided	0	0	0	0	0	0	0	0	0	0	1	0	1
Extrication/MVI	0	0	2	1	0	2	2	1	0	0	0	1	9
HazMat/Specialty	2	0	2	1	0	2	0	1	0	1	1	0	10

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 10B

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Emergency Services Board update by Rusty Moore. (G. Calderon, Interim, City Manager)

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11A

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Discuss updates to the Skyway Gardens II water system improvements project, including a recommended change to the project design approach related to pressure plane boundaries, pump station coordination, and water service delivery, and review the proposed path forward to address newly identified system constraints and project timing considerations. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

This agenda item provides the City Council with an update on the Skyway Gardens II water system improvements project and outlines a recommended change in the project's design approach based on newly identified system constraints. As design and survey work progressed, the City's consulting engineer identified previously unknown operational and system conditions that materially affect the originally assumed solution. These conditions were identified through coordination with City staff during recent staff transitions and were not the result of any individual error or omission.

Background and Prior Approach

The original project concept assumed that the Skyway Gardens II development could be served by shifting portions of the Lower Hill Pressure Plane into the Sul Ross Pressure Plane, relying on the East Booster Pump Station and Sul Ross storage tanks to provide adequate pressure. Subsequent review revealed that the Sul Ross system is fully metered north of Highway 90 and hydraulically isolated from the rest of the City's system through closed valves, making the prior approach infeasible without disrupting existing metering, operations, and service to Sul Ross State University.

Revised Recommended Design Approach

The engineer now recommends revising the pressure plane boundaries so that Skyway Gardens II and the surrounding service area are incorporated into the **Upper Hill Pressure Plane**, rather than the Sul Ross system. This revised approach includes:

- Accelerating repairs and modifications to the Upper Hill / Lower Hill Booster Pump Station,
- Constructing a new dedicated 12-inch water line, and
- Installing new isolation valves to clearly separate pressure planes.

Benefits and Considerations

This revised approach is expected to provide reliable and adequate water pressure for Skyway Gardens II and nearby areas, while avoiding impacts to the East Booster Pump Station and Sul Ross State University operations. It also aligns with previously identified City Council priorities related to rehabilitation of the Upper Hill / Lower Hill Booster Pump Station.

However, the approach does require accelerated pump station improvements and careful management of higher pressures within the Upper Hill Pressure Plane, which may increase the risk of water main failures and temporarily add demand to a pressure plane with known supply constraints until the pump station upgrades are completed.

Project Timing, Cost, and Path Forward

Despite the change in design approach, the engineer anticipates minimal impact to the overall engineering scope and fee, and no amendments to the existing Engineering Services Agreement are recommended at this time. Work related to the Booster Pump Station will continue under the current time-and-materials arrangement.

Council discussion is requested to review the revised approach, acknowledge the system constraints identified, and provide direction on the proposed path forward to maintain project momentum while addressing water pressure, operational integrity, and timing considerations for both the Skyway Gardens II development and the City’s broader water system needs.

SUPPORTING MATERIALS

- 1. Alpine Sky Way Gardens Technical Memo - 2026-01-12

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

Approved - 1/12/2026
Final Approval - 1/12/2026

TECHNICAL MEMORANDUM

TO: Mayor Eaves and City Council, City of Alpine
FROM: Andy Vecellio, P.E. - Jacob and Martin, LLC ("JM")
SUBJECT: Water System Improvements for Sky Way Gardens – Project Update and Change to Project Design and Construction
DATE: January 12, 2026

As we began the survey and design phases of the water system improvements project to help serve Sky Way Gardens, I became aware of some additional City water system information that was previously unknown by JM. This information, learned through meetings and discussions with City Staff, has an impact on the potential recommended solution. As mayor and city council members, I think it is important to note that the previously unknown information was a result of staff transitions and is not, from my vantage point, a direct result of the failure of any staff members, current or past. Since there is a deviation in the project approach from the Water Workshop and as assumed for the Engineering Services Agreement, I wanted to notify City Council. Due to the extremely tight timeframe of this project, we have engaged City Staff and have moved forward. Multiple alternative solutions were discussed and considered, but this technical memorandum summarizes the previous approach and the new approach for brevity. These changes, although a variation from the assumptions made when developing the Engineering Services Agreement ("ESA"), should have a net minimal impact to our scope and fee. Therefore, there are no recommended modifications at this time. JM's effort to assist with the Lower Hill/Upper Hill ("LH/UH") Booster Pump Station ("BPS") will continue to be based on our current time and materials ("T&M") arrangement.

1. Prior Project Approach
 - a. Previously Recommended Solution
 - i. Transition part of the Lower Hill Pressure Plane to the Sul Ross Pressure Plane, including the Sky Way Gardens area.
 - ii. Utilize East BPS and two storage tanks in the Sul Ross Pressure Plane to provide sufficient pressure for the revised Sul Ross Pressure Plane.
 - b. New Information Obtained
 - i. Sul Ross Pressure Plane has a meter north of Highway 90 that meters all water that serves Sul Ross.
 - ii. Valves are closed to the west of Sul Ross to prevent water that goes into the Sul Ross system from entering the other parts of the City's system.



- c. The prior plan would invalidate the current metering and operations at Sul Ross. Additionally, some of the area previously understood to be served by the Sul Ross storage tanks and East BPS are not actually served by them.
 2. Revised Project Approach - Move Proposed Area (including Sky Way Gardens) to Upper Hill Pressure Plane
 - a. Summary: Revise the boundaries between the Lower Hill Pressure Plane and Upper Hill Pressure Plane to include the proposed area into the Upper Hill Pressure Plane.
 - b. Revised Project Scope:
 - i. Accelerate Repairs/Modifications to Upper Hill/Lower Hill BPS.
 - ii. New Dedicated 12-inch Water Line.
 - iii. New valves to isolate pressure planes.
 - c. Benefits:
 - i. Suitable and increased water pressure for Sky Way Gardens and Surrounding Areas.
 - ii. No impact on the East BPS and service to Sul Ross University.
 - iii. The need to accelerate the repairs to the LH/UH BPS, which is already a City Council priority.
 - d. Disadvantages:
 - i. Cost and accelerated time frame for repairs to the LH/UH BPS.
 - ii. Concern of adding more customers to the Upper Hill Pressure Plane, which already has water supply concerns. (Note: to be supplemented by the Lower Plane once the pump station is operational.)
 - iii. Potential negative impacts due to increased pressures in the existing area and the potential of water main breaks (Upper Hill Pressure Plane will result in higher pressures than the Sul Ross Pressure Plane).
 3. Long-Term Recommendations
 - a. City Council should consider a water system study in the future that evaluates the full water system to address current issues previously discussed in the Water Workshop and to provide for long-term planning.
 - b. Pursue a grant through the Texas Water Development Board (TWDB) Asset Management Program for Small Systems (AMPSS) for the water system to allow the City to have a similar focused approach as the wastewater system.
 - c. Develop a computer model based on the revised GIS and a master plan for the water supply, storage, pumping, and distribution systems to allow for proper consideration for recommendations and planning.

Unfortunately, I am unable to attend the upcoming City Council meeting due to a prior commitment, but please provide any questions or clarification requests through City Staff and I would be happy to address.



CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11B

Department: Finance

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Finance Report - October 2025, November 2025, and December 2025 Revenue and Expense Reports by Victoria Sanchez, Director of Finance. (G. Calderon, Interim City Manager)

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

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11C

Department: Finance

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Finance Operations Update from Victoria Sanchez, Director of Finance. (G. Calderon, Interim City Manager)

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

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11D

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Discuss potential City participation in hosting a 2026 Governor’s Small Business Summit in Alpine, including coordination with Brewster County, Sul Ross State University, and local partners; review partner responsibilities outlined by the Governor’s Office; consider potential dates, topics, and venue options; and provide direction regarding any anticipated City involvement or expenditures related to the event. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The City Council is requested to discuss and provide direction regarding potential City participation in hosting a **2026 Governor’s Small Business Summit** in Alpine, in coordination with **Brewster County, Sul Ross State University**, and other local partners.

The **Governor’s Small Business Summit** is a statewide initiative administered by the Texas Economic Development & Tourism Office within the Office of the Governor. The program brings business owners, entrepreneurs, and community leaders together to receive training, resources, and guidance on topics such as access to capital, workforce development, marketing, cybersecurity, business growth, and resiliency. The summits are designed to strengthen local economies and support small businesses across Texas.

Brewster County has been **selected as a host community** for one of the 2026 summits. The Office of the Governor covers the majority of event costs, including speakers, programming, and statewide promotion. However, **local partners are required to serve as featured community partners** and assume specific responsibilities, which may include financial and logistical commitments.

Key Partner Responsibilities

Based on information provided by the Governor’s Office, community partners may be responsible for:

- Providing or coordinating **food and beverage services** (continental breakfast, lunch, and beverage service) for up to approximately 300 attendees; state funds may not be used for these costs due to state law.
- Assisting with **venue coordination**, with summits held on Thursdays from 8:00 a.m. to 2:00 p.m. in facilities suitable for business conferences.
- Supporting **event promotion** through local outreach channels, including websites, social media, email communications, and event calendars.

- Helping identify potential **panel topics, panelists, keynote speakers, and an event emcee**, subject to final approval and coordination by the Governor’s Office.
- Coordinating with nonprofit, governmental, and partner organizations interested in serving as **resource providers** at the event.

Timing and Coordination Considerations

The Governor’s Office has identified **17 potential dates in 2026**, all on Thursdays, with final city/date assignments occurring through a first-come, first-served selection process beginning **January 6, 2026**. Coordination among the City, County, Sul Ross State University, and tourism and economic development partners is necessary to:

- Identify preferred dates that avoid conflicts with major regional events;
- Determine an appropriate venue;
- Assess anticipated City staff involvement; and
- Evaluate any potential **City expenditures or in-kind contributions**, particularly related to food, facilities, or logistical support.

Purpose of Discussion

This agenda item is intended to:

- Brief the City Council on the opportunity and expectations associated with hosting a Governor’s Small Business Summit;
- Review the partner responsibilities outlined by the Governor’s Office;
- Discuss potential dates, topics, venues, and partner roles; and
- Provide direction regarding whether, and to what extent, the City of Alpine should participate or commit resources to the event.

No formal action or financial commitment is proposed at this time unless directed by City Council.

SUPPORTING MATERIALS

1. City of Alpine Mail - Fwd_ Fw_ 2026 Governor's Small Business Summit Opportunity
2. 2026 GSBS Date Opportunities
3. 2026 Partner Responsibilities Kit

BUDGET CONSIDERATIONS

Expenditure Required: TBD
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

Approved - 1/12/2026
Final Approval - 1/12/2026

Fwd: Fw: 2026 Governor's Small Business Summit Opportunity

Catherine Eaves <mayor.eaves@cityofalpine.com>
To: Geo Calderon <g.calderon@cityofalpine.com>

Mon, Dec 22, 2025 at 9:39 PM

Hi Geo,

I need to bring you in on this discussion as the Interim City Manager.

Also, would you share this conversation with council, they will need to be into the conversation if it involves any city expenditures to provide breakfast, which is where the conversation headed.

Wishing you a great Tuesday,
Catherine

----- Forwarded message -----

From: **County Judge** <county.judge@co.brewster.tx.us>

Date: Fri, Dec 19, 2025 at 7:27 AM

Subject: Fw: 2026 Governor's Small Business Summit Opportunity

To: Christopher Ruggia <chris@visitalpinetx.com>, Hernandez, Carlos <carlos@sulross.edu>, Catherine Eaves <mayor.eaves@cityofalpine.com>

Chris, Catherine and Carlos a month or so back, I applied on behalf of Brewster County to host one of the annual Governor's Conference on Small Business and we were selected!

Carlos, I would very much like to host the event at your student center. The state will pay all of the event expenses.

The Governor's office handles all of the promotion (although we will have to do some local work) and we are asked to provide a continental breakfast and lunch for the event. I'm hoping that Sul Ross, VBB and Alpine could work together to facilitate the meals.

Would you please take a look at this material and give me an idea of what time in 2026 might be best for the summit? While the Governor's office handles the speakers, it is up to us to provide direction on the topics. Clearly, tourism is at the top of our list, but there might be more.

I have to put in our dates on the morning of January 6th, so I'm hoping to have an idea of what might work for us. I'm thinking later in 2026, but open to ideas.

Thanks!

Greg P. Henington
Brewster County Judge
county.judge@co.brewster.tx.us
432-837-6200 Ext. 200 (o)
432-244-6663 (c)



From: Bryan Roller <Bryan.Roller@gov.texas.gov>
Sent: Thursday, December 18, 2025 3:29 PM
To: County Judge <county.judge@co.brewster.tx.us>
Cc: William Taylor <william.taylor@gov.texas.gov>
Subject: FW: 2026 Governor's Small Business Summit Opportunity

Good afternoon, Judge Henington.

Thank you for taking the time, today, to discuss the opportunity to partner with the Texas Economic Development and Tourism office to host a 2026 Governor's Small Business Summit in Alpine.

Per your request, attached is the Partner Responsibilities Kit that outlines the expectations and obligations associated with the event partnership. I am also attaching our 17 identified dates for 2026's fifteen events. Our office will be utilizing Sign-up Genius system beginning on Tuesday, January 6th, and we will close out the date sign-up sheets on Thursday, January 8th at 5 p.m. Partners will be sent a link to Sign-up Genius at 10 a.m. on January 6th and date selection will be on a first-come, first-serve basis.

- When we forward you the Partner Responsibility Kit, we will also be attaching a list of the 17 available dates (they are all on Thursday's) so that you can consult your 2026 schedules and put them in your order of preference, but please remember this process is first-come, first-serve.

Another point of emphasis during this process is open communication. Towards that goal I will provide you with the contact our two primary event coordinators in our office in the email containing the Responsibilities and potential dates. Please identify all key personnel that you will have working on this event in your response so that we can set up our meeting schedules as soon as possible.

Texas Economic Development & Tourism Small Business Development Team:

Bryan Roller, Small Business Specialist & Primary Event Coordinator
Phone: 512-463-8343; **Email:** bryan.roller@gov.texas.gov

Will Taylor, Small Business Specialist & Event Coordinator
Phone: 512-936-0228; **Email:** William.taylor@gov.texas.gov

Congratulations, we look forward to working with you and supporting our constituents in Alpine and Brewster County in 2026. Please let Will or I know if you have any questions. William will be available on Friday and the Tuesday prior to Christmas and Bryan will be out of the office starting tomorrow through the Monday after Christmas.

Respectfully,

Bryan Roller

Business Assistance Specialist

Texas Economic Development & Tourism

Office of the Governor of Texas

221 E. 11th St., Austin, TX 78701

512-463-8343

bryan.roller@gov.texas.gov

www.gov.texas.gov/business

2 attachments

 **2026 Partner Responsibilities Kit.pdf**
404K

 **2026 GSBS Date Opportunities.pdf**
33K

2026 Governor's Small Business Summit

The following 17 dates are under consideration for the 15 Governor's Small Business Summits in 2026. City / Date match up will take place via Signup Genius once participating cities/partners tentatively set to begin on Tuesday, January 6.

Thursday, March 5, 2026

Thursday, March 19, 2026

Thursday, April 2, 2026

Thursday, April 16, 2026

Thursday, April 30, 2026

Thursday, May 14, 2026

Thursday, May 28, 2026

Thursday, June 11, 2026

Thursday, June 25, 2026

Thursday, July 9, 2026

Thursday, July 23, 2026

Thursday, August 6, 2026

Thursday, September 3, 2026

Thursday, September 17, 2026

Thursday, October 1, 2025

Thursday, October 15, 2026

Thursday, November 5, 2026



Dear Governor's Small Business Summit Partner,

We appreciate your support in joining the Office of the Governor as a featured partner to host a Governor's Small Business Summit! Our goal is to partner with organizations like yours to make sure these events reach their full potential. Below are the responsibilities of a featured partner:

Food and Beverage – While the Office of the Governor (OOG) will be covering the majority of event expenses, use of funding towards food and beverage is strictly prohibited by state law. The community partner agrees to cover associated food and beverage costs for up-to 300 attendees. The number of attendees depends on the venue capacity. Typical food and beverage include:

- Continental Breakfast
- Beverage Service
- Lunch (Please note: Quick service is appreciated. We allocate 30-35 minutes for lunch.)

Menu items are at the discretion of the community and should be reasonable. The community partner may also solicit sponsorships (or in-kind donations) to cover these costs. To avoid recognition dilution, we strongly recommend 2-3 sponsorships with a maximum of 4.

When considering venues for the events, we are open to considering any facilities that are appropriate for business conferences and can fulfill attendance targets (Please note: Theatre-style facilities are not conducive for Summit programming).

Summit Date – Summits will be held on Thursdays from 8:00 a.m. to 2:00 pm. Please relay any knowledge of similar events or expositions in the region, so we can properly plan around these events to ensure the highest attendance of small businesses and entrepreneurs as possible.

Session Panelists – Partners are relied on to help our office identify relevant panel topics and related subject matter experts in their communities. Past popular panel topics have included:

- Marketing and Social Media
- Access to Finance and Funding
- Business Growth and Resiliency
- Cybersecurity
- Workforce Challenges
- Professional Development
- Business Scaling

Each panel requires one moderator with 2 to 3 panelists (maximum is 3). Once the community identifies potential speakers, OOG will have the sole responsibility for extending invitations and coordinating speaker opportunities.

Keynote speaker – Partners are relied on to identify potential keynote speakers. Speakers can be from anywhere in the state/country but finding someone from the region is preferred. These keynotes usually provide guidance on the challenges they faced and how they overcame them as they launched (and continue to grow) their business.

Master of Ceremonies (Emcee) – Each Summit is anchored by a Master of Ceremonies (Emcee). The Emcee will need to be a strong public speaker from your organization or someone in the community. These individuals have typically been local economic development leaders, staff members or news anchors.

Resource Providers – There is a limited number of exhibitor tables available per event. We typically have an average of 20 organizations in attendance, although it depends on the venue capacity. We only offer tables to non-profit organizations, government agencies, partners and sponsors. Community partners are to relay interested organizations to our team as soon as possible. Community partners are guaranteed one resource provider table per organization. Please send all resource provider table requests to Will Taylor at William.Taylor@gov.texas.gov.

Event Promotion – Partners are the key piece of the event’s promotion strategy. Partners are expected to promote the event through their typical outreach channels, such as (but not limited to) email communications, social media channels, event calendars, website, printed materials, mailings, etc.

- Provided marketing materials will include:
 - Event Webpage and Description
 - ‘Save the Date’ and ‘Register Now’ Graphics
 - Event Flyer
 - Keynote Speaker Graphic (if applicable)
 - Official OOG Press Release

Partners and Sponsors are to provide their logo (.EPS or .AI file preferred) to our team as soon as possible to be included in marketing materials.

Additional information – We rely on our partners to ensure the event’s success! To be considered a featured partner in event promotions is subject to the organization’s active participation in planning and promoting the event. **The featured partner designation and display of the organization’s logo on promotional materials is subject to OOG’s approval.**

- We offer six complementary registrations per partnering organization and four complementary registrations per sponsor. Complementary registration and discount codes will be provided to your organization in advance.
- OOG will provide reserved tables at the facility to accommodate featured partners, sponsors and speakers. (Please note: We do not offer designated reserved tables.)
- Each event is open to the press. We ask our partners to be prepared for possible media interviews. OOG staff is not permitted to conduct media interviews without prior written consent from the Governor’s Press Office.

Thank you again for supporting the Governor’s Small Business Summit in your community! We look forward to working with you!

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11E

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: None



AGENDA ITEM

Process and Timeline to Consider Proposed Amendments to the City of Alpine Home-Rule Charter for Submission to the Voters at the November 3, 2026 Uniform General Election. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The purpose of this discussion item is to provide the City Council with an overview of the legal requirements, procedural steps, and a preliminary timeline associated with considering amendments to the City of Alpine Home-Rule Charter for possible submission to the voters at the November 3, 2026 Uniform General Election.

Under Texas law, a home-rule charter may not be amended more frequently than once every two years. The City of Alpine last held a charter election on November 5, 2024. As a result, the City is now legally eligible to begin discussions and planning for potential charter amendments that could be presented to voters at the next uniform election date in November 2026.

Additionally, Senate Bill 914 (88th Legislature) authorized municipalities, including the City of Alpine, to move their general election of officers to the November uniform election date. While this change has already been implemented operationally by the City, voter approval is required to formally memorialize and codify this election date change within the City Charter.

Attached for Council's reference is the November 3, 2026 Uniform Election Calendar issued by the Texas Secretary of State, which outlines key statutory deadlines related to ordering an election, candidate filing periods, notice requirements, and early voting timelines. Also included is a historical summary of prior City Council discussions and actions that culminated in the successful November 5, 2024 Charter Election. This information is provided to assist Council in understanding the scope, sequencing, and level of effort typically involved in a charter review and amendment process.

In addition, Council is provided with a reference document identifying potential charter revisions that have been requested or suggested by City staff and/or members of the City Council. This list is intended to serve as a starting point for discussion and does not constitute a final or recommended slate of amendments.

The City Council previously discussed this item on January 6, 2026. This agenda item is intended to continue that discussion and to ensure transparency regarding the process, timeline, and statutory considerations associated with any future charter amendment efforts.

SUPPORTING MATERIALS

- 1. Tuesday, November 3, 2026 Election Calendar - SOS
- 2. 2026 PROPOSED AMENDMENTS TO THE CITY CHARTER

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

Approved - 1/12/2026
Final Approval - 1/12/2026

Tuesday, November 3, 2026 - Uniform Election Date	
Deadline to post candidate requirements ⁵ Form 1-20	Monday, November 3, 2025
First Day to Apply for Ballot by Mail	Thursday, January 1, 2026* <i>*First day to file does not move because of New Year's Day holiday. An "Annual ABBM" or FPCA for a January or February 2026 election may be filed earlier, but not earlier than the 60th day before the date of the January or February election.</i>
Deadline to Post Notice of Candidate Filing Deadline (Local Non-County Political Subdivisions Only)	Thursday, June 18, 2026 for local political subdivisions that have a first day to file for their candidates ¹
Last Day for Candidates Planning to File for a Place on the General Election Ballot (Local Non-County Political Subdivisions Only) to Register to Vote or Update Voter Registration	Friday, July 17, 2026
First Day to File for a Place on the General Election Ballot (Local Non-County Political Subdivisions Only)¹	Saturday, July 18, 2026
First Day to File a Declaration of Write-in Candidacy (General Election for State and County Officers)	Monday, July 20, 2026
Last Day to Order General Election or Special Election on a Measure	Monday, August 17, 2026
Last Day to File for a Place on the General Election Ballot (Local Non-County Political Subdivisions Only)²	Monday, August 17, 2026 at 5:00 p.m. See note below relating to four-year terms ³

Last Day to File a Declaration of Write-in Candidacy (General Election for State and County Officers)	Monday, August 17, 2026
Last Day to File a Declaration of Write-in Candidacy (Local Non-County Political Subdivisions Only)	Friday, August 21, 2026
Last Day to Register to Vote	Monday, October 5, 2026
First Day of Early Voting by Personal Appearance	Monday, October 19, 2026
Last Day to Apply for Ballot by Mail (Received, not Postmarked)	Friday, October 23, 2026
Last Day of Early Voting by Personal Appearance	Friday, October 30, 2026
Last day to Receive Ballot by Mail	Tuesday, November 3, 2026 (Election Day) at 7:00 p.m. if carrier envelope is not postmarked, OR Wednesday, November 4, 2026 (next business day after Election Day) at 5:00 p.m. if carrier envelope is postmarked by 7:00 p.m. at the location of the election on Election Day (unless overseas or military voter deadlines apply) ⁴

NOVEMBER 5, 2024 CHARTER ELECTION CITY COUNCIL MEETING ITEMS

PRIOR TO CONDUCTING THE ELECTION

October 17, 2023 – Discuss requirements to amend the City Charter, discuss the need for Council to review the Charter and to identify necessary amendments, and discuss what might need to be added, deleted, or what may no longer be legal or applicable. (C. Eaves, Mayor)

January 2, 2024 – Charter Discussion - where are we now? (C. Eaves, Mayor)

March 19, 2024 – Discussion regarding the continued work on the City Charter and reminder of what steps need to be taken to get this done. (C. Eaves, Mayor)

April 2, 2024 – Discussion regarding proposed Charter revisions including amendments, tentative propositions, and sample language. (C. Eaves, Mayor)

April 16, 2024 – Discussion regarding proposed Charter revisions including amendments, tentative propositions, and sample language. (C. Eaves, Mayor)

May 7, 2024 – Discuss updates to proposed revisions to the Alpine City Charter. (C. Eaves, Mayor)

June 18, 2024 – Discuss proposed Charter Amendments and reach a general consensus on the proposed changes, plan moving forward, and process to get to November election. (C. Eaves, Mayor)

July 16, 2024 – Discuss to move city elections to November general election. (R. Stone, City Council)

August 6, 2024 – Approve Order 2024-08-01, an order for a Special Election on November 5, 2024 for the purpose of submitting to the qualified voters of the City of Alpine, Texas certain proposed amendments to the existing Home Rule Charter; designating the place at which said election is to be held; making provisions for the conduct of that election and other provisions and relating to the purpose of the order; providing for conduct of the election; and providing an effective date. (Megan Antrim, City Manager)

PROPOSED AMENDMENTS TO THE CITY CHARTER

Section 2.01. General Powers

(B) The following particular powers are examples of the powers possessed by the City:

(5) to provide for a public water system and to fix, by ordinance or resolution, the charges and compensation to be charged by the City for public water service.

SYNOPSIS:

The City Charter currently provides that charges for public water service must be established by ordinance. However, the City Council has, by ordinance, designated that water rates and fees are to be adopted annually by City Council resolution. This has created an inconsistency between the Charter and the City's adopted rate-setting practices.

Requiring water rates and fees to be set exclusively by ordinance results in additional administrative and financial burdens. Each ordinance adoption necessitates formal publication and codification, and any change to the rate schedule requires corresponding updates by the City's code publisher, resulting in increased costs and reduced flexibility. Because utility rates are subject to periodic adjustment, this process can be inefficient and unnecessarily costly.

Allowing water rates and fees to be set by resolution is consistent with how the City establishes many other departmental fee schedules and aligns with common practices among Texas home-rule municipalities. Annual adoption by resolution allows for transparency, public discussion, and Council approval, while avoiding the recurring costs associated with ordinance codification and publication.

This proposed amendment would resolve the conflict between the Charter and existing City practices by expressly authorizing the City Council to establish public water service rates and charges by ordinance or by resolution. The amendment would preserve the City Council's full authority over rate-setting decisions while providing flexibility and administrative efficiency in implementing future rate adjustments.

Section 3.01. Number, Selection, and Terms of Office

(E) Any person who has served on the City Council during three (3) consecutive terms will be ineligible to occupy any position on the Council for a period of two (2) years. A partial term of less than one (1) year will not count in determining the number of consecutive terms. Any person who has not served on the Council during the previous two consecutive years shall be eligible to serve under the same conditions as and with no more restrictions than a person who has never served on the Council.

SYNOPSIS:

At the November 5, 2024 Charter Election, the voters approved an amendment changing the terms of City Council Members from two-year terms to three-year terms. However, the Charter’s term-limit provision was not concurrently updated and still reflects the prior two-year term structure.

As a result, the Charter currently limits service based on three consecutive two-year terms, which is no longer consistent with the voter-approved three-year term length. The Texas Secretary of State has advised that this inconsistency must be corrected through a subsequent charter amendment submitted to the voters.

This proposed amendment would align the Charter’s term-limit provision with the existing three-year term structure by limiting service to two consecutive three-year terms, followed by a one-year period of ineligibility, while preserving the existing treatment of partial terms and eligibility following a break in service.

Section 4.01 City Manager

(A) The Council shall upon approval of a majority of the full City Council appoint a City Manager who shall be the chief administrative and executive officer of the City, and shall be responsible to the Council for the administration of the affairs of the City.

SYNOPSIS:

Currently the Charter lists the City Manager as the Chief Administrative and Chief Executive Officer of the City. This provision has cause conflict with several local ordinances and designations that designate the City Secretary.

Under Texas Government Code Chapter 552, the Public Information Officer (PIO) for a governmental body is defined as the Chief Administrative Officer (CAO) or the officer’s designee. In most Texas municipalities, the City Secretary is designated by ordinance as the Public Information Officer and serves as the operational point of contact for Public Information Act (PIA) requests, records management, and open government compliance.

The City of Alpine’s City Charter, however, explicitly designates the City Manager as the “chief administrative and executive officer of the City.” Because the Charter assigns the CAO role exclusively to the City Manager, this creates a structural conflict with the common municipal practice of designating the City Secretary as the Public Information Officer under state law.

Proposed Charter Amendment (Preferred Option)

One option for resolving this conflict is to amend the City Charter to remove or revise the reference to “chief administrative officer”, while retaining the City Manager’s authority as the City’s chief executive officer responsible for administration of City affairs.

This approach would:

- Eliminate the statutory conflict created by the Charter’s current language
- Allow the City Council to designate the City Secretary as the Public Information Officer by ordinance, consistent with statewide municipal practice
- Provide long-term clarity and flexibility for records management, Public Information Act compliance, and open government functions
- Avoid repeated ordinance amendments if administrative responsibilities shift in the future

This amendment would not diminish the City Manager’s authority over City operations, but would instead clarify executive oversight while allowing statutory compliance roles to be assigned appropriately by ordinance.

Alternative Option – Ordinance-Only Amendments

If the Charter is not amended, the City would be required to designate the City Manager as the Public Information Officer, consistent with the Charter’s CAO designation. In that scenario, the City would need to amend multiple ordinances, policies, and resolutions to list the City Manager as the official responsible party, including but not limited to:

- Public Information Act compliance
- Records Management Officer designation
- Open Records and document retention policies
- Related administrative and transparency functions

This option is legally viable but would:

- Depart from common Texas municipal practice
- Concentrate statutory compliance duties at the City Manager level rather than the City Secretary’s office
- Require multiple ordinance amendments and ongoing maintenance to remain consistent

Policy Consideration

A Charter amendment provides a cleaner, more durable solution that aligns Alpine’s governance structure with standard municipal practice across Texas, while preserving the City Manager’s executive authority and improving clarity in statutory compliance roles.

Section 4.01 City Manager

(C) The City Manager shall be appointed for an indefinite term and receive compensation as may be fixed by the Council.

SYNOPSIS:

The current Charter provides that the City Manager is appointed for an indefinite term. The City Council has expressed interest in allowing the appointment of a City Manager for a definite term, as determined by the Council, rather than for an open-ended period.

Legal counsel has advised that authorizing the Council to establish a defined term would provide greater clarity and flexibility in the recruitment and retention of a City Manager and would allow for more straightforward drafting, administration, and enforcement of City Manager employment contracts.

This proposed amendment would not require the City Manager to serve a fixed term, nor would it mandate a specific length of service. Instead, it would authorize the City Council to determine whether the City Manager is appointed for a defined term and, if so, the length of that term, while preserving the Council's existing authority over compensation and appointment.

Section 4.03 City Secretary

(A) The Council shall appoint a City Secretary who shall report administratively to the City Manager, but may be removed from office only with the consent of the Council.

SYNOPSIS:

The current Charter provides that the City Secretary is appointed by the City Council but reports administratively to the City Manager, while removal from office requires Council consent. Two members of the City Council have requested consideration of a revised reporting structure under which the City Secretary would report directly to the City Council in order to strengthen institutional checks and balances and reinforce the City Secretary's role as an officer of the governing body.

This governance model is used in several Texas home-rule municipalities. For example, in **San Antonio**, the city clerk is chosen by the council and serves as the official record-keeper for the council and the city, operating outside the city manager's administrative chain of command. Similarly, in **Austin** and **Fort Worth**, the city clerk or city secretary is appointed by the city council and serves at the pleasure of the council, reflecting direct accountability to the governing body.

This proposed amendment would align Alpine’s Charter with these established home-rule governance models by clarifying that the City Secretary reports directly to the City Council. The amendment would preserve the Council’s authority over appointment and removal, reinforce the City Secretary’s role in elections administration, records management, open government compliance, and council support functions, and would not alter the City Manager’s authority over other city departments or personnel unless expressly provided elsewhere in the Charter.

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11F

Department: Public Works

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: None



AGENDA ITEM

Presentation and discussion by Adriana Holguin, Public Works Administrative Assistant, regarding the In-House Flood Mitigation Action Plan for Fiscal Years 2026–2028, including proposed short-term drainage and vegetation management projects, coordination with the Fire Department and TxDOT, preliminary infrastructure improvements in flood-prone areas, identification of future grant-eligible sites for potential retention ponds, and consideration of establishing a recurring annual flood mitigation funding mechanism within the General Fund. (G. Calderon, Interim City Manager)

EXECUTIVE SUMMARY

The City Council will receive a presentation and hold a discussion on a proposed In-House Flood Mitigation Action Plan designed to address recurring drainage and flooding issues throughout the City of Alpine over the next three fiscal years. The plan focuses on implementing targeted, cost-effective improvements using in-house resources, while simultaneously preparing the City to pursue future grant funding for larger-scale flood mitigation infrastructure, including potential retention pond projects in flood-prone areas.

The proposed action plan includes short-term drainage and vegetation management projects, such as prescribed burns, weed and debris removal, excavation, and installation of U-shaped concrete channels and rock baskets in identified problem areas. These efforts will be coordinated with the Alpine Fire Department and, where applicable, with the Texas Department of Transportation (TxDOT) for areas under state jurisdiction.

For Fiscal Year 2026, staff has identified approximately \$20,000 in available funding through existing contract-related budget line items to initiate the program. The presentation will also include discussion of preliminary infrastructure improvements, identification of future grant-eligible sites for potential retention ponds, and consideration of establishing a recurring annual flood mitigation funding mechanism within the General Fund to support ongoing mitigation efforts in future fiscal years.

This item is intended to provide the City Council with a clear overview of planned actions, funding considerations, and next steps as the City continues to proactively manage flood risk and improve community resilience.

SUPPORTING MATERIALS

1. 2026 - 2028 Flood Mitigation Action Plan

2. Alpine Flood image 1
3. Alpine Flood image 2
4. Alpine Flood image 3

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

Approved - 1/12/2026
Final Approval - 1/12/2026

In-House Flood Mitigation Action Plan (Fiscal Years 2026–2028)

Purpose and Goals

The purpose of the In-House Flood Mitigation Action Plan is to proactively address recurring drainage and flooding issues within the City of Alpine while positioning the City to be competitive for future state and federal grant opportunities, including potential retention pond projects in flood-prone areas. The plan emphasizes cost-effective, in-house solutions to mitigate known problem sites in the event that larger-scale grant funding for a 100-year flood prevention plan is not awarded.

For Fiscal Year 2026, staff has identified and assembled an initial budget of \$20,000 utilizing existing contract-related line items. The plan anticipates the need to establish a dedicated annual flood mitigation funding mechanism within the General Fund for subsequent fiscal years to ensure continuity and sustainability.

Proposed Action Plan by Year

I. Fiscal Year 2026 – First-Year Streets In-House Action Plan

In collaboration with the Alpine Fire Department

1. Avenue H Street to Gallego Street

- Conduct the first prescribed burn.
- Remove weeds and debris.
- Maintain the area in a cleared condition in preparation for a potential water retention pond grant application.

2. Murphy Street (South Side of Bridge)

- Conduct a prescribed burn with weed and debris removal.
- Perform a 1–2 foot excavation to flush the area with the roadway to improve drainage.

3. Murphy Street (North Side of Bridge)

- Install a U-shaped concrete drainage channel to improve water conveyance.

4. West Side of Avenue F by Medina Park

- Install a rock basket to reduce erosion and manage stormwater flow.
-

II. Fiscal Year 2027 – Second-Year Streets In-House Action Plan

In collaboration with the Alpine Fire Department

1. Avenue H Street to Gallego Street

- Conduct a possible second prescribed burn.
- Continue weed and debris removal to maintain readiness for a potential retention pond grant.

2. Avenue F (East Side)

- Install a U-shaped concrete drainage channel.

3. North Del Rio Street (Creek Area)

- Excavate approximately 4–5 feet.
- Install a rock basket to improve drainage and erosion control.

III. French Drain Projects (Fiscal Years 2026–2028)

1. Identify and evaluate potential locations for French drain installations.
2. Coordinate with the Texas Department of Transportation (TxDOT) regarding sections of 5th Street, including potential collaboration on West Del Rio Street and Sanderson Street, which fall under TxDOT jurisdiction.

Roles and Responsibilities

- **Grant Writer (Isadora)**
 - Organize flood mitigation meetings.
 - Lead grant planning and writing efforts.
 - Draft any required City Council proposals.
- **Permitting and Regulations (Kera)**
 - Oversee permitting requirements and regulatory compliance.
- **Public Works (James)**
 - Research flood mitigation solutions.
 - Obtain cost quotations and technical input.
- **Public Works Administration (Adriana)**

- Coordinate financial planning and internal City arrangements for Streets operations.
- Prepare and deliver the City Council presentation.







CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 11G

Department: City Council

Sponsor: Lucy Escovedo, Councilor

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

Staff Recommendation: None



AGENDA ITEM

Discuss and consider clarification of Resolution 2025-02-01 regarding the term of the City’s sponsorship approval for the Mountain Country Christmas Bazaar, including a review of the February 4, 2025 agenda language, resolution caption, and operative resolution language referencing the 2025 and 2026 event years, and determine whether any corrective or ratifying action is necessary. (L. Escovedo, City Council)

EXECUTIVE SUMMARY

On February 4, 2025, the City Council approved **Resolution 2025-02-01** concerning the City’s sponsorship approval related to the Mountain Country Christmas Bazaar. At that meeting, the agenda item was captioned as follows:

“Approve Resolution 2025-02-01, a resolution approving a non-profit group to administer the Mountain Country Christmas event for a period of two-years.”

The agenda language presented to the City Council clearly described the sponsorship approval as covering a **two-year period**. Additionally, the operative “BE IT RESOLVED” section of Resolution 2025-02-01 expressly references the Mountain Country Christmas Bazaar for the **2025 and 2026 event years**, further evidencing the Council’s intent to approve the sponsorship for two years.

Subsequent review has identified a typographical inconsistency within the written resolution, where one section references a term of **one year**. This reference is inconsistent with both the agenda caption presented to the Council and the operative resolution language specifying the 2025 and 2026 event years.

When read as a whole, the strongest and most defensible interpretation of Council action is that Resolution 2025-02-01 approved the City’s sponsorship for a **two-year term**, covering both the 2025 and 2026 Mountain Country Christmas Bazaar events. This interpretation aligns with:

- The agenda caption approved by the Council,
- The discussion and understanding at the February 4, 2025 meeting, and
- The specific years identified in the “BE IT RESOLVED” clause of the resolution.

The purpose of this agenda item is to clarify the record, acknowledge the typographical inconsistency, and allow the City Council to determine whether any corrective or ratifying action is necessary to ensure the resolution accurately reflects the Council’s original intent and approval.

SUPPORTING MATERIALS

- 1. 2025-02-01 Mountain Country Christmas
-

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

Approved - 1/12/2026
Final Approval - 1/12/2026

STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2025-02-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, AWARDING SPONSORSHIP OF THE ANNUAL MOUNTAIN COUNTRY CHRISTMAS BAZAAR TO A LOCAL NON-PROFIT ORGANIZATION FOR A TERM OF ONE YEAR.

WHEREAS, the City of Alpine has owned and awarded sponsorship of the Mountain Country Christmas Bazaar annually for the last 20 years; and

WHEREAS, Mountain Country Christmas is a cornerstone of Christmas in Alpine, and has become an integral part of the holiday season’s cheer; and

WHEREAS, the City began advertising the sponsorship opportunity on December 16, 2024, on the City website, in the Alpine Avalanche, and on Alpine Radio for local non-profits to apply to sponsor the event; and

WHEREAS, local non-profit organizations were welcomed to submit a sponsorship application by the deadline of Friday, January 17, 2025, at 5:00 p.m.; and

WHEREAS, the City received two applications by the deadline: Women’s Club of Alpine and the Alpine Humane Society.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, THAT:

SECTION I. Alpine Humane Society, a local non-profit organization, is hereby awarded sponsorship of the Annual Mountain Country Christmas event to take place on the first Friday and Saturday in December in the years 2025 and 2026.

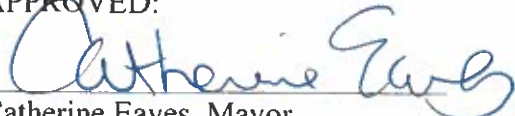
SECTION II. The City will donate use of the Civic Center and waive the rental fees for this event, but the organization will be responsible for the \$200 security deposit.

SECTION IV. This resolution shall take effect immediately upon passage.

PASSED, APPROVED, AND ADOPTED BY A MAJORITY VOTE OF THE CITY COUNCIL ON THIS THE 4th DAY OF FEBRUARY 2025 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

APPROVED:

ATTEST:


Catherine Eaves, Mayor


Geoffrey R. Calderon, City Secretary



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CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 12A

Department: Office of the City Manager

Sponsor: Geoffrey R. Calderon, City Secretary

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

Staff Recommendation: Approve



AGENDA ITEM

Approve the second and final reading of Ordinance 2026-01-01, an ordinance establishing regulations related to the operation of golf carts, pocket bikes, and mini-motorbikes within the city; Providing the establishment of up to a \$500 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)

EXECUTIVE SUMMARY

Purpose

The purpose of this item is to present the first reading of Ordinance 2026-01-01, which proposes a new regulatory framework governing the operation, permitting, and enforcement of golf carts, pocket bikes, mini-motorbikes, and Utility Task Vehicles (UTVs) within the City of Alpine. The ordinance is intended to enhance roadway safety, establish consistent operating standards, and ensure alignment with the Texas Transportation Code and Texas Local Government Code.

This version reflects Council feedback from the December 2, 2025 discussion and incorporates the City Attorney's subsequent determination regarding the legal constraints on nighttime operation under Texas law.

Background

Councilor Richard Portillo proposed implementing a golf cart ordinance and over the past several months, Council has expressed interest in creating a clear regulatory structure for golf carts and similar low-speed vehicles operating on City streets. Initial discussions focused on expressly allowing golf carts within City limits; however, Council later requested that the ordinance also address Polaris-type Utility Task Vehicles (UTVs/side-by-sides), which are used by the public and by City departments.

A revised draft ordinance—developed collaboratively by the Chief of Police and the City Attorney—was circulated to the City Council for review in November. Additional revisions were made by the Interim City Manager based on feedback during circulation to the City Council.

At the December 2 meeting, several Council Members expressed interest in allowing nighttime operation of golf carts and UTVs. After review, the City Attorney advised the city regarding constraints with the implementation of night time operation of golf carts. Accordingly, nighttime operation remains prohibited.

The ordinance is now ready for its first reading.

Key Provisions of the Proposed Ordinance

1. Creation of Article X – Low-Speed and Utility Vehicles (Chapter 94)

The ordinance creates a new article establishing definitions, operational rules, equipment standards, permitting procedures, penalties, and enforcement authority for regulated vehicles.

2. Vehicles Covered

The ordinance applies to:

- Golf carts
- Pocket bikes
- Mini-motorbikes
- Utility Task Vehicles (UTVs) / side-by-sides

These are collectively referred to as **regulated vehicles**.

3. Operating Requirements

Key operating standards include:

- Valid driver's license required
- Operation permitted only on streets with speed limits 30 mph or below (limited crossing exceptions permitted under state law)
- Nighttime operation prohibited (state-law limitation)
- Compliance with all traffic laws
- Prohibition on towing trailers or additional objects
- Passenger limits aligned with manufacturer specifications

Golf carts and UTVs must meet equipment standards required by the Texas Transportation Code, including brakes, lights, reflectors, mirrors, and slow-moving vehicle emblems where applicable.

4. Prohibited Areas

Golf cart operation is prohibited on:

- SH 118
- US Hwy 67/90 (Avenue E and Holland Avenue)

Pocket bikes and mini-motorbikes may not operate on **streets, sidewalks, parks, or parking lots**.

5. Permit Requirements

Owners of regulated vehicles must obtain a **biennial permit** through the Alpine Police Department, including:

- Permit application
- Proof of liability insurance
- Driver’s license
- Vehicle inspection
- Fee payment:
 - \$50 initial permit
 - \$25 biennial renewal

A decal will be issued and must be displayed on the front driver-side panel.

6. Penalties

Violations constitute a misdemeanor punishable by a fine **up to \$500 per occurrence**, with each occurrence constituting a separate offense. APD is authorized to issue citations and impound vehicles operating unlawfully.

7. Liability and Revocation

The ordinance clarifies that:

- The City assumes no liability for injuries or damages resulting from vehicle operation
- Vehicle owners are responsible for individuals operating with their permission
- Permits may be revoked for violations, including failure to maintain insurance or use of wireless devices in prohibited areas

Next Steps

- **January 6, 2026:** First Reading
- **January 20, 2026:** Second and Final Reading (eligible for adoption)

Following adoption, APD will finalize and publish permit forms, inspection procedures, and public guidance materials before implementation.

SUPPORTING MATERIALS

1. 2026-01-01 GOLF CART ORDINANCE
2. Alpine Golf Cart Permit App

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

Approved - 1/12/2026
Final Approval - 1/12/2026

ORDINANCE 2026-01-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, ESTABLISHING ARTICLE X. LOW SPEED AND UTILITY VEHICLES TO CHAPTER 94 – TRAFFIC AND VEHICLES TO THE ALPINE CODE OF ORDINANCES; ESTABLISHING REGULATIONS RELATED TO THE OPERATION OF GOLF CARTS, POCKET BIKES, MINI-MOTORBIKES, AND UTILITY TASK VEHICLES WITHIN THE CITY; PROVIDING THE ESTABLISHMENT OF UP TO A \$500 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.

WHEREAS, the City of Alpine, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, Texas Transportation Code section 551.4031 authorizes the governing body of a municipality to regulate and control the operation of golf carts within the city's legal boundaries and on its public streets to ensure the public safety of the community; and

WHEREAS, pursuant to Texas Transportation Code section 311.002, the City has exclusive control over the highways, streets, and alleys within the City; and

WHEREAS, Texas Transportation Code Chapter 551A authorizes municipalities to regulate the operation of off-highway vehicles, including utility task vehicles and side-by-sides, on public streets and highways within their jurisdiction when determined necessary for public safety; and

WHEREAS, the Texas Local Government Code section 51.001 provides the City general authority to adopt an Ordinance or police regulations that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the City Council finds the regulations of golf carts and motorized bikes of various types on public streets is necessary to prevent safety hazards on the public roadways; and

WHEREAS, golf carts are not normally equipped with many of the traditional safety features that are customarily required on more commonly used motor vehicles, and passenger injuries can be reduced by requiring additional safety equipment and providing rules of operation; and

WHEREAS, the City Council finds that the regulations established for golf carts and motorized bikes as provided for herein are in the best interest of the health, safety, and welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ALPINE, TEXAS THAT:

**SECTION I
FINDINGS OF FACT**

The City Council of the City of Alpine, Texas, hereby finds and declares that the statements and premises set forth in *Exhibit "A"*, attached hereto and incorporated herein by reference, are true and correct and constitute the legislative and factual findings of the City Council for purposes of this ordinance. The Alpine Code of Ordinances is hereby amended to establish **Article X – Low-Speed and Utility Vehicles** within **Chapter 94 – Traffic and Vehicles**, as set forth in *Exhibit "A."*

**SECTION II
INCLUSION IN THE CODE OF ORDINANCES**

The provisions of this ordinance shall become and be made a part of the Code of Ordinances of Alpine, Texas. The sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section," "article," or any other appropriate word. The codifier of the City is empowered to make amendments to match the style of the existing code.

**SECTION III
CUMULATIVE CLAUSE**

This ordinance shall be cumulative of all provisions of the City of Alpine, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

**SECTION IV
PENALTY CLAUSE**

Any person, corporation, or entity who intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$500.00. Each day in which any violation occurs, or each occurrence of any violation, shall constitute a separate offense.

**SECTION V
SAVINGS CLAUSE**

The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION VI
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council of the City of Alpine that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

**SECTION VII
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code. A public hearing was held on January 20, 2026, where interested parties had the opportunity to make public comments on this ordinance prior to approval. Notice of the date and time of the hearing and notice of how to obtain copies of the proposed ordinance was published in the Alpine Avalanche, the official newspaper of the City of Alpine on January 15, 2026.

**SECTION VIII
EFFECTIVE DATE**

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND ADOPTED THIS 20TH DAY OF JANUARY 2026 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

INTRODUCTION AND FIRST READING
JANUARY 6, 2026

SECOND AND FINAL READING
JANUARY 20, 2026

APPROVED:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary

APPROVED AS TO FORM:

Cynthia Trevino, City Attorney

EXHIBIT "A"

ARTICLE X. LOW SPEED AND UTILITY VEHICLES.

REGULATION OF GOLF CARTS AND SIMILAR VEHICLES (POCKET BIKES, MINI -MOTORBIKES, AND UTILITY TASK VEHICLES).

Sec. 1. General.

(a) **Purpose.** The purpose of this article is to provide a convenient and safe means of travel within the city through the regulated operation of golf carts, pocket bikes, mini-motorbikes, and utility task vehicles. When used properly, these types of vehicles can offer an efficient

and practical way to travel short distances within the city, particularly during times of increased congestion. However, to ensure public safety and welfare, the operation of such vehicles must comply not only with standard traffic regulations but also with the special safety requirements detailed in this article. These requirements are intended to protect the operator, passengers, pedestrians, and other individuals operating motor vehicles on the roadways. The intent of this ordinance is not to encourage unrestricted use of these vehicles on public roadways, but to establish uniform regulations to ensure safe and lawful operation within the City of Alpine. For the purposes of this article, references to “golf carts” shall also include other regulated vehicles as defined herein, except where the context clearly indicates otherwise.

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

Golf cart, as referenced hereafter, shall have the meaning assigned by Texas Transportation Code section 551.401, as it exists or may be amended, and includes a motor vehicle designed by the manufacturer primarily for transporting persons on a golf course.

Golf cart registration permit shall mean a privilege granted upon compliance with terms of this article to legally operate a golf cart upon a local street, public highway, or parking area within the corporate boundaries of the City of Alpine for the term that the permit was issued.

Golf cart registration permit decal shall mean a certificate for attachment to a golf cart identifying the golf cart as permitted by the city and giving an expiration date.

Operator shall mean a person who drives or has physical control of a golf cart.

Owner shall have the meaning assigned by Texas Transportation Code section 502.001 (31), and shall mean the person who has legal title to the golf cart, has the legal right of possession of the golf cart, or has the legal right of control of it.

Parking area means those areas accessible to the public by motor vehicular traffic, and which are designated for temporary parking of motor vehicles, usually in places referred to as parking lots.

Pocket bike or mini-motorbike means a self-propelled vehicle that is equipped with an electric motor or internal combustion engine having a piston displacement of less than 50 cubic centimeters, is designed to propel itself with not more than two wheels in contact with the ground, has a seat or saddle for the use of the operator, is not designed for use on a highway, and is ineligible for a certificate of title under Chapter 501. The term does not include:

- (A) a moped or motorcycle;
- (B) an electric bicycle;
- (C) a motorized mobility device, as defined by Section 552A.0101;
- (D) an electric personal assistive mobility device, as defined by Section 551.201; or

(E) a neighborhood electric vehicle, as defined by Section 551.301.

Public safety personnel means any employee or officer of a governmental law enforcement agency or the City or its department(s).

Public street means the public roadways of the city by whatever name, e.g. road, alley, avenue, highway, route, boulevard, etc. within the corporate boundaries of the City of Alpine. May also be referred to as public roadway.

Regulated vehicle means, collectively, a golf cart, utility task vehicle (UTV), pocket bike, or mini-motorbike, as each is defined in this article. Unless otherwise specified, any provision in this article referring to a “golf cart” shall apply equally to all regulated vehicles when the context so permits.

Sidewalk means the portion of a street that is between a curb or lateral line of a roadway and the adjacent property line and intended for pedestrian use.

Slow-moving-vehicle-emblem means a triangular emblem that conforms to standards and specifications adopted by the Director of the Texas Department of Transportation under Section 547.104 of the Texas Transportation Code and is displayed in accordance with Section 547.703 of the Texas Transportation Code.

Utility Task Vehicle means a motor vehicle designed by the manufacturer primarily for utility work and recreational purposes, commonly known as a side-by-side or Polaris-type vehicle, that is not designed for use on a golf course but is equipped with seating for at least two occupants side-by-side and a steering wheel for steering control.

Sec. 2. Operation regulations. Unless otherwise stated, the terms and requirements contained in this section apply to all regulated vehicles, including golf carts, utility task vehicles, pocket bikes, and mini-motorbikes, operated within the City of Alpine. The operation of regulated vehicles within the corporate limits of the city upon public streets is hereby authorized under the following terms and conditions:

- (a) Operation of golf carts must be by a licensed driver;
- (b) Operation of golf carts is restricted to the following locations:
 1. Public streets with a posted speed limit of not more than 30 miles per hour;
 2. Recreation lane or path when provided;
 3. Shared-use paths above eight feet (8') in width;
 4. Crossing a street at an intersection including an intersection with a street that has a posted speed limit of more than 35 miles per hour; and
 5. Designated locations associated with a city-sponsored event.
- (c) Golf carts may not pull trailers, boats, jet skis, other objects, or people on public streets or

City rights-of-way;

- (d) Golf carts shall follow all rules of the road as required by the Texas Transportation Code;
- (e) Golf carts shall carry liability insurance in the amounts required for motor vehicles;
- (f) Operation of golf carts is prohibited at night;
- (g) Golf carts shall not carry more passengers than those for which the golf cart was designed by the manufacturer;
- (h) Golf carts operating on roads at a speed of 30 miles per hour or less must be equipped with a slow-moving-vehicle emblem that:
 - 1. Has a reflective surface designed to be clearly visible in daylight or at night from the light of standard automobile headlamps at a distance of at least 500 feet;
 - 2. Is mounted base down on the rear of the vehicle at a height from three to five feet above the road surface; and
 - 3. Is maintained in a clean, reflective condition.
- (i) Golf carts must be equipped with the following minimum equipment as mandated by section 551.4041 of the Texas Transportation Code, as amended:
 - 1. Headlamps;
 - 2. Tail lamps;
 - 3. Reflectors;
 - 4. Parking brake; and
 - 5. Mirrors;
- (j) Utility task vehicles operated on public streets shall meet the minimum equipment requirements set forth in Section 551A.052 of the Texas Transportation Code, as it exists or may be amended:
 - 1. Operational brakes;
 - 2. Headlamps;
 - 3. Tail lamps;
 - 4. A working muffler;
 - 5. And a slow-moving-vehicle emblem when operated on streets with a posted speed limit of 30 mph or less.

- (k) Golf carts must move to the right and yield the right-of-way to faster moving vehicles;
- (l) Golf carts must remain in the outside lane of multi-lane streets, unless turning left;
- (m) The driver and every occupant of a golf cart must remain seated in a seat designed to hold passengers while the golf cart is in motion;
- (n) Child safety seats or booster seats are required pursuant to Texas Transportation Code section 545.412; and
- (o) No person may ride in the lap of the driver or any other occupant.

Sec. 3. Operation of Regulated Vehicles Prohibited in Certain Areas.

Notwithstanding other prohibitions in this Ordinance, the following items are prohibited:

- (a) Operations of golf carts are prohibited on the following streets:
 1. Highways SH 118, & US Hwy 67/90 (Avenue E & Holland Avenue)
- (b) Golf carts which have been altered to allow them to travel at speeds greater than 25 mph.

Sec. 4. Golf Cart Exceptions.

- (a) Golf carts or utility task vehicles owned or operated for official government purposes by the City of Alpine or any other governmental entity are exempt from the requirements of this article.
- (b) Operators may operate golf carts past sunset during official special events that are permitted by the City of Alpine and only to and from the event to where the golf cart is normally stored.

Sec. 5. Pocket bikes and mini-motorbikes prohibited.

- (a) It shall be unlawful for a person to operate a pocket bike or mini-motorbike on or in a:
 - 1. public street;
 - 2. path set aside for the exclusive operation of bicycles;
 - 3. sidewalk;
 - 4. City playground or park area; or
 - 5. City owned parking space or area.

Sec. 6. Registration permit.

For purposes of this section, the term ‘golf cart’ shall include all regulated vehicles, as defined in Section 1, unless the context clearly indicates otherwise. The owner of a golf cart must register said golf cart with and be provided a permit by the City of Alpine Police Department before it may be operated on the public streets within the City. The city registration permit process includes the following:

- (a) The applicant shall complete the city-supplied registration permit application which shall contain the:
 - 1. Name and physical and mailing address of the applicant owner.
 - 2. Location where the vehicle is regularly stored overnight.
 - 3. Model, make and golf cart ID number.
 - 4. Current driver's license information of owner.
 - 5. A statement that the applicant has been furnished a copy of this Ordinance and agrees to comply with all conditions contained in this Ordinance and with any local, state or federal laws governing the use of golf carts.

6. A statement that the registration permit holder and any user shall indemnify and hold harmless the City of Alpine, Texas for any and all civil liability associated with said registration and that the permit holder and operator waive any and all rights to sue or allow subrogation by insurance company.
7. Any other information that the city may reasonably require.

(b) The registration permit application shall be:

1. Accompanied by the permit fee of \$50.00 for first time applicants and \$25.00 for bi-annual renewals thereafter.
2. Accompanied by proof of financial responsibility consistent with the minimum requirements of the Texas Transportation Code for the operation of motor vehicles. A copy of the certificate of insurance shall be attached to the application.
3. Accompanied by a copy of the applicant's Texas Driver's license.
4. Signed by the applicant/owner.
5. Upon receipt of the completed application and permit fee, a member of the police department shall make arrangements to inspect the golf cart for adherence to this Ordinance.
6. When the inspector has approved the vehicle, the annual golf cart registration permit decal shall be issued to the owner. The decal shall be immediately affixed to the front panel of the driver's side of the golf cart so as to be clearly visible.
7. The golf cart registration permit shall be effective for two years from the date of issuance or until such time as revoked for non-compliance or when the golf cart is transferred to a new owner.

Sec. 7. Revocation of the golf cart registration permit.

For purposes of this section, the term 'golf cart' shall include all regulated vehicles, as defined in Section 1, unless the context clearly indicates otherwise. The golf cart registration permit may be revoked if:

- (a) The owner or operator of the golf cart fails to abide by the rules and regulations of this Ordinance, including failure to maintain liability insurance.
- (b) The owner or operator of the golf cart fails to abide by the traffic laws and/or operates the cart in an unauthorized area, specifically including the use of a wireless communication device in a school zone during restricted school hours.

Sec. 8. Golf cart registration permit is not transferable.

For purposes of this section, the term 'golf cart' shall include all regulated vehicles, as defined in Section 1, unless the context clearly indicates otherwise. The golf cart registration permit is not transferable. Upon transfer of ownership to another person who intends to operate the

golf cart in the City of Alpine the new owner must register the golf cart in his/her name and pay the required permit fee as outlined in this article.

Sec. 9. Liability.

For purposes of this section, the term ‘golf cart’ shall include all regulated vehicles, as defined in Section 1, unless the context clearly indicates otherwise.

(a) Nothing in this article shall be construed as an assumption of liability by the City for any injuries (including death) to persons, pets, or property which may result from the operation of a golf cart by an authorized operator; and

(b) Owners are fully liable and accountable for the actions of any individual that they allow to operate and drive their golf cart.

Sec. 10. Criminal offense and penalties.

Any person, firm, entity, or corporation who violates any provision of this Ordinance, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding \$500.00. Each continuing day's violation under this article shall constitute a separate offense. The Alpine Police Department is authorized to issue citations and impound vehicles operated in violation of this article.

Alpine Police Department

309 W. Sul Ross Avenue, Alpine, TX 79830

Office: 432-837-3486 Fax: 432-837-2616

www.cityofalpine.com



RECREATIONAL VEHICLE PERMIT APPLICATION

Date of Application: _____

Last Name: _____ First: _____ Middle: _____

Address: _____ City: _____ State: _____ Zip: _____

Address where golf cart is stored, if different from address above:

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Date of Birth: _____ Drivers License No.: _____

E-mail (optional): _____

GOLF CART INFORMATION:

Vehicle Identification Number and/or Serial Number: _____

Year: _____ Make/Model: _____ Color: _____

Electric or Gas? _____ Identifying Features: _____

Do Not Write Below This line - Office Use Only

REQUIRED INSPECTION ITEMS:

Headlamps (2 required)

Side Reflectors (2 front - amber; 2 rear - red)

Tail Lamps

Proof of Liability Insurance

Exhaust System (gas)

Parking Brake

Orange Slow Moving Vehicle Symbol

Rear View Mirror or Passenger Side Mirror (unobstructed view to 200 feet)

Pass / Fail Inspected by: _____ Date: _____

Circle One

Permit Fee: Initial Inspection \$50.00 Bi-Annual Re-Inspection \$25.00

Received By: _____ Date: _____

PERMIT NO.: _____

EXPIRATION DATE: _____

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 15A

Department: City Attorney

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Consultation with Attorney § 551.071, Texas Government Code:

- i. Discussion regarding the Municipal Pool, requirements under Texas Code, plans for the upcoming season, and status of personnel requisition. (G. Calderon, Interim City Manager)

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

Approved - 1/12/2026
Final Approval - 1/12/2026

CITY COUNCIL AGENDA ITEM REPORT

January 20, 2026

Agenda Item No. 15B

Department: City Council

Sponsor: Rick Stephens, Councilor

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



AGENDA ITEM

Personnel Matters § 551.074, Texas Government Code

- i. Operational, Finance, and Personnel Discussions and Considerations to ensure that the City Council and the City Manager are aligned. (G. Calderon, Interim City Manager)

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
