



CITY OF ALPINE
ANIMAL ADVISORY BOARD MEETING
July 14, 2026 – 6:00 PM

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

1. **CALL TO ORDER.** -
2. **DETERMINATION OF QUORUM** -
3. **PUBLIC COMMENTS.** - *Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.*
4. **PUBLIC HEARINGS.** - *At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.*
5. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING** -
 - A. Approval of the July 9, 2024 Meeting Minutes. (C. Espinoza, Interim City Secretary)
 - B. Approval of the February 11, 2025 Meeting Minutes. (C. Espinoza, Interim City Secretary)
 - C. Approval of the April 8, 2025 Meeting Minutes. (C. Espinoza, Interim City Secretary)
 - D. Approval of the April 14, 2026 Meeting Minutes. (C. Espinoza, Interim City Secretary)
6. **DISCUSSION ITEMS** -
7. **ACTION ITEMS.** - *Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).*
 - A. Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-58, Animal Protection, and Section 10-59, Animals in Vehicles, of the Alpine Code of Ordinances, including provisions related to animals left unattended in vehicles, humane transport requirements, and enforcement authority.(J. Stewart, Animal Services)
 - B. Discuss, consider, and take possible action to approve a recommendation to City Council regarding revisions to Section 10-85 (Application for permit for livestock and fowl), including application requirements, site documentation, and sanitation standards. (J. Stewart, Animal Services)
 - C. Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-93, Permit Required for Exotic Animals, of the Alpine Code of Ordinances, including permitting authority, public safety considerations, and

coordination with state regulatory requirements.
(J. Stewart, Animal Services)

- D. Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-117, Running at Large Prohibited, of the Alpine Code of Ordinances, including enforcement procedures, identification requirements, and Animal Services protocols for impoundment and owner notification. (J. Stewart, Animal Services)
- E. Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-119 (Redemption of impounded animals), including redemption timelines, adoption requirements, spay/neuter provisions, and shelter operations. (J. Stewart, Animal Services)
- F. Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-221 (Permits for kennels, breeders, and animal-related businesses), including permitting thresholds, inspection requirements, public hearing procedures, and operational standards. (J. Stewart, Animal Services)

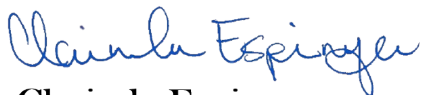
8. **BOARD MEMBER COMMENTS** -

9. **ADJOURN.** -

CERTIFICATION

I, Clarinda Espinoza, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on July 8th, 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 8 day of July 2026.**



Clarinda Espinoza
Interim City Secretary



ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 5A

Department: Administration

Sponsor: Clarinda Espinoza, Interim City Secretary

Memo Prepared By: Vianey Olivas, Records Clerk

Staff Recommendation: Approve



AGENDA ITEM

Approval of the July 9, 2024 Meeting Minutes. (C. Espinoza, Interim City Secretary)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. 7-9-24 Animal Advisory Board Minutes

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2025-2026: N/A

Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary

City Of Alpine
ANIMAL ADVISORY BOARD MEETING
Tuesday, July 9, 2024 – 6:00 PM
Minutes

1. **CALL TO ORDER.**

2. **DETERMINATION OF QUORUM**

Board Members Present:

Place 3 Pat McCall

Place 2 Nancy Burton

Place 1, Chair Patsy Culver

Place 4 Lauren Spear

Place 6 Dr. Mary Dodson

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary

Not Present:

Place 7 Mary Ann Vega

Place 5, Vice-Chair James Etchison

Others Present: None.

3. **PUBLIC COMMENTS.**

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

4. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

5. **PUBLIC HEARINGS.**

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

6. **DISCUSSION ITEMS**

7. **ACTION ITEMS.**

8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

There being no further business, the meeting was adjourned (6:51 P.M.)

APPROVED:

ATTEST:

Officer of the Board

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

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on Friday, July 5, 2024, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 5th day of July, 2024



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



ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 5B

Department: Administration

Sponsor: Clarinda Espinoza, Interim City Secretary

Memo Prepared By: Vianey Olivas, Records Clerk

Staff Recommendation: Approve



AGENDA ITEM

Approval of the February 11, 2025 Meeting Minutes. (C. Espinoza, Interim City Secretary)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. 2-11-25 Animal 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

City of Alpine
ANIMAL ADVISORY BOARD MEETING
Tuesday, February 11, 2025 – 6:00 PM
Minutes

1. **CALL TO ORDER.**
2. **DETERMINATION OF QUORUM**

Chair James Etchison called the meeting to order at 6:00 P.M. with the following persons present:

Board Members Present:

Place 1, Chair Patsy Culver
Place 2 Nancy Burton
Place 4 Lauren Spear
Place 5, Vice-Chair James Etchison
Place 6 Dr. Mary Dodson
Place 7 Mary Ann Vega
Councilor Eva Martinez
Jennifer Stewart, Animal Services Supervisor

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary

Not Present:

Place 3 Pat McCall

Others Present: None

3. **PUBLIC COMMENTS.**

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

4. **PUBLIC HEARINGS.**

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

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

6. **DISCUSSION ITEMS**

- A. Discussion regarding updates to Chapter 10 - Animals including amendments the requirements related to exceptions for dogs and cats being microchipped, providing amended language to provide clarification, and providing updates to animal department and facility titles within the City. (J. Stewart, Animal Services Supervisor)

- B. Discuss the current conditions of the City owned and operated incinerator. (J. Stewart, Animal Services Supervisor)

7. **ACTION ITEMS.**

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

- A. Appoint the Chair of the Animal Advisory Board. (G. Calderon, City Secretary)

On a motion by Board Member Judy Stokes and seconded by Dr. Mary Dodson to appoint James Etchison as the Chair of the Animal Advisory Board, the Animal Advisory Board unanimously adopted the motion with all members present voting in favor.

- B. Appoint other officers of the Animal Advisory Board, as necessary. (G. Calderon, City Secretary)

On a motion by Dr. Mary Dodson and seconded by Mary Ann Vega that Judy Stokes be appointed as Vice-Chair, the Animal Advisory Board unanimously adopted the motion with all members present voting in favor.

On a motion by Judy Stokes and seconded by Nancy Burton that Jennifer Stewart be appointed the Secretary, the Animal Advisory Board unanimously adopted the motion with all members present voting in favor.

Adjourn. 634pm

8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

There being no further business, the meeting was adjourned. (6:34 P.M.)

APPROVED:

ATTEST:

Officer of the Board

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

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on February 6, 2025, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 6th day of February, 2025.



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



ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 5C

Department: Administration

Sponsor: Clarinda Espinoza, Interim City Secretary

Memo Prepared By: Vianey Olivas, Records Clerk

Staff Recommendation: Approve



AGENDA ITEM

Approval of the April 8, 2025 Meeting Minutes. (C. Espinoza, Interim City Secretary)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. 4-8-25 Animal 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

City Of Alpine
ANIMAL ADVISORY BOARD MEETING
Tuesday, April 8, 2025 – 6:00 PM
Minutes

1. **CALL TO ORDER.**

James Etchison, Chair of the Board, called the meeting to order at 6:00 P.M.

2. **DETERMINATION OF QUORUM**

Board Members Present:

Place 3 Pat McCall
Place 4 Lauren Spear
Place 7 Mary Ann Vega
Place 5, Vice-Chair James Etchison
Place 2 Nancy Burton
Animal Services Supervisor, Jennifer Stewart

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary

Not Present:

Place 6 Dr. Mary Dodson
Place 1 Judy Stokes
Councilor Eva Martinez

Others Present: 1 other attendee.

3. **PUBLIC COMMENTS.**

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

4. **PUBLIC HEARINGS.**

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

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

A. Approval of February 11, 2025 Regular Meeting Minutes. (G. Calderon, City Secretary)

On a motion by James Etchison and seconded by Mary Ann Vega to approve, the board unanimously adopted the motion.

6. **DISCUSSION ITEMS**

A. Discuss updates regarding the status of purchasing a new incinerator. (J. Stewart, Animal Services Supervisor)

City Manager, Megan Antrim, provided an update on the status of purchasing a new incinerator.

7. **ACTION ITEMS.**

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

- A. Approve a recommendation to the City Council to pass an ordinance amending chapter 10 – Animals to the Alpine Code of Ordinances; Amending Section 10-48 – Registration of dogs and cats; Amending Section 10-49 Finders of lost dogs and cats; Amending Section 10-50 – Dead animals, Duty to remove; Amending Section 10-52 – Keeping of wild animals and exotic animals; Providing amended language to provide additional clarification throughout the chapter; Providing updates to animal department and facility titles within the city; Providing the establishment of up to a \$500 penalty per occurrence for violations of the ordinance; and Providing for the following: Findings of Fact, Enactment, Repealer, Penalty, Savings, Severability, Proper Notice and Meeting, and Effective Date clauses. (J. Stewart, Animal Services)

On a motion by Lauren Spear and seconded by Pat McCall to approve, the board unanimously adopted the motion.

8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

There being no further business, the meeting was adjourned. (6:20 P.M.)

APPROVED:

ATTEST:

Officer of the Board

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

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on April 3, 2024, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 3rd day of April, 2025



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



ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 5D

Department: Administration

Sponsor: Clarinda Espinoza, Interim City Secretary

Memo Prepared By: Vianey Olivas, Records Clerk

Staff Recommendation: Approve



AGENDA ITEM

Approval of the April 14, 2026 Meeting Minutes. (C. Espinoza, Interim City Secretary)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. 4-14-26 Animal Advisory Board Minutes

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2025-2026: N/A

Additional Funding: N/A

APPROVERS

Alexandra Tackett, Deputy City Secretary

City Of Alpine
ANIMAL ADVISORY BOARD MEETING
Tuesday, April 14, 2026 – 5:30 PM
Minutes

1. **CALL TO ORDER.**

Acting Chair Pat McCall called the meeting to order at 6:13 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.

2. **DETERMINATION OF QUORUM**

Board Members Present:

Place 3, Pat McCall
Place 6, Dr. Mary Dodson
Place 2, Nancy Burton
Ex Officio, Councilor Eva Martinez

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary

Not Present:

Place 4 Lauren Spear
Place 7 Mary Ann Vega
Place 5, Vice-Chair James Etchison
Place 1, Judy Stokes

Others Present: 2 other attendees

3. **PUBLIC COMMENTS.**

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

4. **PUBLIC HEARINGS.**

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

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

A. January 13, 2026 Meeting Minutes. (G. Calderon, City Secretary)

On a motion by Board Member Mary Dodson and seconded by Board Member Nancy Burton to approve the minutes, the Animal Advisory Board unanimously adopted the motion with all members present voting in favor.

6. **DISCUSSION ITEMS**

- A. Presentation and discussion regarding the Big Bend Pets 2025 Community Cat Program results, including program outcomes, fiscal impact, and cost savings associated with Trap-Neuter-Return (TNR) and Return-to-Field (RTF) strategies. (J. Stewart, Animal Services)

The Animal Advisory Board accepted a presentation from Big Bend Pets regarding the Trap-Neuter-Return and Return-To-Field program and strategies.

- B. Discussion and possible recommendation regarding proposed revisions to Section 10-58 (Animal protection) and Section 10-59 (Animals in vehicles), including provisions related to animals left unattended in vehicles, humane transport requirements, and enforcement authority. (J. Stewart, Animal Services)
- C. Discussion and possible recommendation regarding proposed revisions to Section 10-85 (Application for permit for livestock and fowl), including application requirements, site documentation, and sanitation standards. (J. Stewart, Animal Services)
- D. Discussion and possible recommendation regarding proposed revisions to Section 10-93 (Permit required for exotic animals), including permitting authority, public safety considerations, and coordination with state regulatory requirements. (J. Stewart, Animal Services)
- E. Discussion and possible recommendation regarding proposed revisions to Section 10-117 (Running at large prohibited), including enforcement procedures, identification requirements, and animal services protocols for impoundment and owner notification. (J. Stewart, Animal Services)
- F. Discussion and possible recommendation regarding proposed revisions to Section 10-119 (Redemption of impounded animals), including redemption timelines, adoption requirements, spay/neuter provisions, and shelter operations. (J. Stewart, Animal Services)
- G. Discussion and possible recommendation regarding proposed revisions to Section 10-221 (Permits for kennels, breeders, and animal-related businesses), including permitting thresholds, inspection requirements, public hearing procedures, and operational standards. (J. Stewart, Animal Services)

7. **ACTION ITEMS.**

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

- A. Approve a recommendation to the City Council to implement Ordinance 2026-06-01, an Ordinance of the City Council of the City of Alpine, Texas, Amending Chapter 10 – Animals of the Alpine Code of Ordinances; Amending Section 10-1 – Definitions to Include Terms Describing Human-Wildlife Interactions; Amending Section 10-10 – Human-Wildlife Interactions; Repealing Section 10-11 – Hunting; Establishing Regulations Concerning Human-Wildlife Interactions; Providing for the Establishment of up to a \$500 Penalty per Occurrence for Violations of the Ordinance; and Providing for the Following: Findings of Fact, Enactment, Repealer, Penalty, Savings, Severability, Proper Notice and Meeting, and Effective Date Clauses. (J. Etchison, Chair)

On a motion by Board Member Mary Dodson and seconded by Board Member Nancy Burton to approve, the Animal Advisory Board unanimously adopted the motion with all members present voting in favor.

8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

Being no further business the meeting adjourned at 6:58 P.M.

APPROVED:

ATTEST:

Officer of the Board

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

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2 P.M. on April 8, 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 8 day of April, 2026.



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



ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7A

Department: Animal Services

Sponsor: Jennifer Stewart, Animal Services Supervisor

Memo Prepared By: Clarinda Espinoza, Interim City Secretary

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-58, Animal Protection, and Section 10-59, Animals in Vehicles, of the Alpine Code of Ordinances, including provisions related to animals left unattended in vehicles, humane transport requirements, and enforcement authority.(J. Stewart, Animal Services)

EXECUTIVE SUMMARY

Discuss, consider, and take possible action to approve a recommendation to City Council regarding revisions to Section 10-85 (Application for permit for livestock and fowl), including application requirements, site documentation, and sanitation standards. (J. Stewart, Animal Services)

SUPPORTING MATERIALS

1. Ordinance 10-58 and 59 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

New -

Sec. 10-58. Animal protection.

~~A person commits an offense if he intentionally, knowingly, recklessly or with criminal negligence leaves an animal unattended in any standing or parked vehicle in such a way as to endanger the animal's physical health, safety or immediate welfare.~~

~~In the event that a person is found guilty of this offense, the municipal court shall, in addition to any fine and court costs assessed, assess any and all fees and expenses incurred pursuant to the provisions set out in this chapter.~~

~~In the event that an animal is left unattended in any standing or parked vehicle in such a way as to endanger the animal's physical health, safety or immediate welfare, an animal control officer or police officer shall make a reasonable attempt to locate the owner or person in control of the vehicle. In the event that the owner of the vehicle cannot be located after reasonable attempt, an animal control officer or police officer is authorized to use reasonable force and measures to remove the animal from the vehicle to secure the animal's physical health and safety. An animal removed from a vehicle under these circumstances shall be taken to the city animal shelter, or to a veterinarian if the animal is determined to be in physical distress, and a written notice shall be attached to the vehicle by the animal control officer or police officer advising that of the telephone number and address of the location from which the animal may be claimed. The city shall have no responsibility for any damage sustained to a vehicle in the course of securing the safety of an animal under this section.~~

Sec. 10-59. Animals in vehicles.

(a) A person commits an offense if he they intentionally, knowingly, recklessly or with criminal negligence transports an animal in a motor vehicle, trailer or other conveyance in a cruel, inhumane or unsafe manner or fails to effectively and humanely restrain the animal so as to prevent the animal from jumping from or being thrown from the vehicle, trailer or other conveyance during its normal operation.

(b) ~~No person having charge or custody of an animal shall place or confine an animal or allow an animal to be placed or confined or to remain in a motor vehicle or trailer under such conditions or for such period of time as may endanger the health or well-being of such animal~~ A person commits an offense if they intentionally, knowingly, recklessly or with criminal negligence leaves an animal unattended in any standing or parked vehicle, trailer or other conveyance in such a way as to endanger the animal's physical health, safety or immediate welfare due to heat, lack of food or water, or other such circumstances as may be reasonably expected to cause suffering, disability or death of such animal.

(1) In the event that an animal is left unattended in any standing or parked vehicle in such a way as to endanger the animal's physical health, safety or immediate welfare, an animal services officer or police officer shall make a reasonable attempt to locate the owner or person in control of the vehicle. In the event that the owner of the vehicle cannot be located after reasonable attempt, an animal services officer or police officer is authorized to use reasonable force and measures to remove the animal from the vehicle to secure the animal's physical health and safety. An animal removed from a vehicle under these circumstances shall be taken to the Alpine Animal Services Shelter or to a veterinarian if the animal is determined to be in physical distress, and a written notice shall be attached to the vehicle by the animal services officer or police officer advising the telephone number and address of the location from which the animal may be claimed. The city shall have no responsibility for any damage sustained to a vehicle in the course of securing the safety of an animal under this section.

ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7B

Department: Animal Services

Sponsor:

Memo Prepared By: Clarinda Espinoza

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding revisions to Section 10-85 (Application for permit for livestock and fowl), including application requirements, site documentation, and sanitation standards. (J. Stewart, Animal Services)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. Ordinance 10-85 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

New -

Sec. 10-85. Application for permit (excluding cats, dogs and household pets).

Application for a permit to keep any large or small livestock animals or fowl shall be ~~made submitted to the city animal services~~, in writing, upon forms provided ~~for that purpose by the animal control services officer or city manager for the city~~. Such application shall contain the following information in addition to such other information as the animal ~~control~~ services officer ~~or city manager~~ may desire:

- (1) Name and residence of the applicant;
- (2) Location of premises where large or small livestock animals or fowl are to be kept;
- (3) Species of large or small livestock animals or fowl to be kept;
- (4) Number of large or small livestock animals or fowl to be kept;
- (5) Statement of method in which all manure and waste material accumulating from such large or small livestock animals or fowl will be sanitarily disposed of;
- (6) For large livestock an attached diagram or plat of the premises, showing dimensions of the premises, the location and dimensions of the enclosure, corral, pen or shelter, and the distance from residence buildings and property lot line, either on the same lot or on adjacent property.
- (7) Pictures of the property, enclosure, shelter and the place where feed will be stored if location is outside of the residence.

ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7C

Department: Animal Services

Sponsor: Jennifer Stewart, Animal Services Supervisor

Memo Prepared By: Clarinda Espinoza

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-93, Permit Required for Exotic Animals, of the Alpine Code of Ordinances, including permitting authority, public safety considerations, and coordination with state regulatory requirements.

(J. Stewart, Animal Services)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. Ordinance 10-93 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

Pending - 1/1/1900

Sec. 10-93. Permit required for exotic animals.

No person shall keep within the city any wild or exotic species of animal or bird, warm or cold blooded, unless a permit is obtained from the animal control officer. ~~A special permit may be obtained if all conditions, regulations and rules are met by applicant as determined by the animal control officer. No permit shall be issued a special permit if there is any concern about the health and safety of the community of its citizens by granting such permit. A permit, if granted, is valid for one year from the date of issuance and must be renewed annually. If granted, such permit may be revoked at any time as deemed necessary as determined by any animal control officer.~~ Texas Parks and Wildlife who oversees the state of Texas exotic animal permit system. If a valid exotic or wildlife permit cannot be produced at the time the animal is reported to animal services or other respective agency, animal services or any other qualified entity may remove the animal immediately from its location. Definition for exotic animal can be found in the Section 10-1 of this chapter.

ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7D

Department: Animal Services

Sponsor:

Memo Prepared By: Clarinda Espinoza

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-117, Running at Large Prohibited, of the Alpine Code of Ordinances, including enforcement procedures, identification requirements, and Animal Services protocols for impoundment and owner notification. (J. Stewart, Animal Services)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. Ordinance 10-117 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

Sec. 10-117. Running at large prohibited.

No person keeping or harboring any animal or fowl shall permit such animal or fowl, ~~except pigeons, to go loose or~~ run at large in any of the public ways of the city or upon the property of another, including their own unfenced property. exceptions are when the animal or fowl is in an enclosures, invisible fence or by any other means of confinement restricting the animal from leaving on the private property owned or leased by the person keeping or harboring such animal or fowl. Any unidentifiable ~~or unidentified~~ animal not wearing a collar displaying a rabies vaccination tag, a city license, a name tag, not microchipped or is not an ear notched ~~or microchipped~~ cat indicating that it has been processed through the trap-neuter-return program will be considered stray, lost or feral, and shall be subject to animal ~~control~~ services.

Animal services will make an attempt to locate the owner of said animal or fowl before bringing it to the shelter. Animal services is required to photograph any animal or fowl found running at large and post it as found on social media in an attempt to reunite the animal with its owner. Animal services is required to leave a notice at a property stating an animal had been picked up near their property if they believe an animal belongs at said residence but the resident is not reachable and the animal cannot be safely confined at the residence by an animal services officer. Animal services is permitted to enter a gated property for the purpose of making contact with a potential owner to reunite a lost pet.

ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7E

Department: Animal Services

Sponsor:

Memo Prepared By: Clarinda Espinoza

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-119 (Redemption of impounded animals), including redemption timelines, adoption requirements, spay/neuter provisions, and shelter operations. (J. Stewart, Animal Services)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. Ordinance 10-119 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

Sec. 10-119. Redemption of impounded animals.

(a) The owner shall be entitled to resume possession of any impounded animal upon payment of the ~~impoundment and daily board fees, medical fees, and microchip fees~~ (if applicable) ~~and compliance with vaccination registration requirements; provided application for such possession, with payment of all required fees in accordance with Appendix C: Animal Services Fees, is made within 72 hours after impoundment, or within such time after impoundment as may be agreed to by the animal control officer and such owner, if such agreement is made within such 72-hour period and such additional time does not exceed ten days total impoundment time.~~ If an owner comes forward after the stray hold period is up and the animal has been adopted or transferred to another rescue the owner is not entitled to that animal and the adoption or transfer will stand.

~~(b) Adoption, spaying and neutering:~~

~~(1) Whenever an unlicensed dog or cat is adopted, such owner shall be required to pay a rabies vaccination fee to the animal control officer. The animal control officer shall thereupon issue a receipt for such fee, and the holder thereof may have such animal vaccinated for rabies by any veterinarian licensed to practice veterinary medicine in the state who has agreed to administer such rabies vaccination receipts. Any rabies vaccination shall be obtained by the owner or purchaser of such dog or cat within seven days after obtaining custody of such dog or cat. The animal control officer shall maintain and make available to any owner or purchaser of any dog or cat a list of veterinarians honoring such receipts. In addition, the owner or purchaser of any dog or cat shall be required to obtain a license tag for such dog or cat at the time of such sale or redemption~~

~~(2) The adopting person shall comply with all the adoption conditions and surgery conditions for the adopted animal as set forth in the contract.~~

~~(3) Should the adopted animal be lost or die before the adoption and surgery conditions as set forth in the contract have been complied with, such loss or death shall be reported in person or by mail to the animal control shelter not later than seven days after its occurrence.~~

~~(4) All animals adopted from the shelter are required to be spayed or neutered.~~

~~(5) The adopter shall forfeit the surgery deposit in the event that such surgery deposit has not been redeemed within 30 days after the date the surgery was due to be performed.~~

~~(6) The forfeiture of such surgery deposit shall in no way release the adopter from the obligation of having the required surgery performed.~~

~~(7) The provisions of this section shall only apply to dogs and cats of the age of four months or more, excluding the provisions for spaying/neutering which are set out in subsection (c)(4) of this section.~~

(eb) The owner shall not be entitled to possession of any animal held under quarantine or observation for rabies until a ~~written~~ release is obtained by the observing veterinarian or local rabies control authority and until all fees have been paid. The payment of such fees may be deferred until the animal is eligible for release.

~~(d c)~~ Any ~~dog or cat~~ animal impounded and not reclaimed by the owner within five days the stray or at the end of the quarantine hold periods outlined in this chapter may be ~~humanely destroyed~~ euthanized if deemed unadoptable or medically necessary. If the animal ~~control services~~ officer determines that any unclaimed ~~dog or cat~~ animal is reasonably healthy, ~~currently~~ vaccinated against rabies, spayed or neutered and should not constitute a threat to public or animal health of the community, the animal ~~control services officer~~ shelter may offer such ~~dog or cat~~ animal for adoption or transfer to another rescue organization. If not adopted, ~~the animal shall be humanely destroyed~~.

(d) Adoption, spaying and neutering:

(1) All cats and dogs adopted from the Alpine Animal Services Shelter will be rabies vaccinated prior to adoption or will be sent home with a receipt stating that the rabies vaccine will be paid for by Alpine Animal Services which is included in the adoption fee paid by the adopter. The fee will be covered by Animal Services for 1 month from the adoption date, after said date, the new owner will be liable for the full cost of the vaccination.

(2) The adopter shall comply with all of the adoption requirements and any follow up medical needs the adopted animal may require as set forth in the adoption contract.

(3) Should the adopted animal be lost or die during a trial adoption period, such loss or death shall be reported in person or by phone to the animal services shelter immediately after its occurrence.

(4) All cats and dogs adopted from the shelter are required to be spayed or neutered. Exemption would be if it is deemed medically unsafe, by a licensed veterinarian or the animal services supervisor.

(5) The provisions of this sub section shall only apply to dogs and cats.

~~(c) The animal control officer shall approve all applications for adoption of unclaimed animals. Adopted animals must comply with all registration and vaccination provisions of this chapter. If any impounded animal, other than a dog or cat large livestock animal, is not claimed by the owner within seven days the stray hold periods outlined in this chapter, the animal shall be held for such time as the animal control officer deems reasonable, considering the animal's probable value, condition of health and suitability for use. Upon expiration of such reasonable time, the animal control officer may offer the animal, if suitable, to be sold by posting the date of sale, the animal's description and sale location for five full days on the city hall bulletin board, on the courthouse door and on one other public place in the city. Animals not suitable for sale will be humanely destroyed.~~

(g) All small livestock, birds, rodents, snakes, or any other animal not considered large livestock, cat or dog, may be placed up for adoption and do not need to meet the requirements of section 10-119 (d)

(f) Animal Services has the right to deny an adoption application or sale of livestock within reason and to protect the health and wellbeing of the animal.

(g) There will be no holds on adoptable animals unless they are waiting for a spay or neuter appointment, in that case, multiple applications may be accepted. When the animal becomes available for adoption animal services will contact the adopters in order the applications were accepted and the adopter will have 24 hours to pick up their new pet or the next applicant will be contacted. Exceptions would be that the staff believe another applicant would be a better fit or the person does not live in Alpine and needs time to travel to receive the animal.

ANIMAL ADVISORY BOARD AGENDA ITEM REPORT

July 14, 2026

Agenda Item No. 7F

Department: Animal Services

Sponsor:

Memo Prepared By: Clarinda Espinoza

Staff Recommendation:



AGENDA ITEM

Discuss, consider, and take possible action to approve a recommendation to City Council regarding proposed revisions to Section 10-221 (Permits for kennels, breeders, and animal-related businesses), including permitting thresholds, inspection requirements, public hearing procedures, and operational standards. (J. Stewart, Animal Services)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. Ordinance 10-221 Revisions

BUDGET CONSIDERATIONS

APPROVERS

Alexandra Tackett, Deputy City Secretary

Sec. 10-221. Permit for kennels, private boarding, boarding as a business, raisers or breeders of dogs, cats or other animals; selling of animals.

~~(a) Kennels, raisers and breeders of dogs, cats or other animals shall make and submit an application for a permit with the animal services supervisor or any duly authorized representative of the city for permission to keep or harbor in excess of four but not more than 12 dogs, cats or other animals or a combination thereof beyond the normal weaning age on any premises used or zoned for residential purposes. The animal services supervisor or, other authorized representative of the city, is empowered to issue a permit under this section. At the discretion of the animal services supervisor, or authorized city representative, a permit may be deferred to the city council so that a public hearing may be held and interested persons may have the opportunity to voice concerns. In addition, a neighbor notice requirement is established requiring the city to send public hearing notices to neighbors within 200 feet for permit requested under this section. Letters must be sent at least ten days prior to the public hearing.~~

~~(b) The maximum length of a permit issued under this section shall be one year. After the public hearing is conducted, the city council may approve or deny a permit request. The animal services officer must complete an inspection of the residence and receive the following information in order for a permit to be considered by the city council:~~

~~(1) Name of applicant, with permanent residence.~~

~~(2) The maximum number of dogs, cats or other animals to be kept or housed.~~

~~(3) The purpose for keeping or harboring the dogs, cats or other animals.~~

~~(4) The dogs, cats or other animals are to be housed in cages or pens inside the residence or a completely enclosed structure.~~

~~(5) The dogs, cats or other animals are kept or harbored so as to not be a nuisance or detriment to any adjoining or adjacent neighbors.~~

~~(6) The dogs, cats or other animals shall not bark or howl or create noises that cause the peace and quiet of the neighborhood or the adjacent premises to be disturbed.~~

~~(7) The cages or pens are to be maintained in a sanitary condition so as not to create any hazards to the general health and welfare of the community.~~

~~(8) The applicant shall furnish a drawing showing the dimensions of the lot, dwelling, fenced yard and other enclosed areas of the parcel of land that the permit is being requested for.~~

~~(9) The enclosed parcel of land that the dogs, cats or other animals to be kept or housed on shall have a minimum of 100 square feet per animal over the normal weaning age.~~

~~(10) The enclosed area in which the animals are to be housed shall be of adequate size, height and structure to prevent running at large.~~

~~(c) Permit and inspection fees under this section shall be assessed, in accordance with Appendix C: Animal Services Fees, for the initial inspection and permit application, and renewable so long as the permittee remains in compliance with requirements of this section and has no violations of such requirements or any other animal-related city ordinances. This permit will allow the selling of only those animals that are raised at the permitted premises.~~

~~(d) A permit issued under this section shall be renewed annually by the last day of the same month in which it was issued the previous year by payment of the appropriate fee. If the ownership of the place in which the animals are kept is changed, the permit may be changed accordingly upon written verified application by an animal services officer and payment of fee delineated in Appendix C: Animal Services Fees.~~

~~(e) Any permit issued under this section shall be subject to suspension or revocation by the city for violation by the permittee of any of the provisions of this division, or violation of other animal ordinances of the city. A permittee whose permit has been suspended must cure the violations within 72 hours in order to prevent revocation of the permit.~~

~~(f) Each permittee shall permanently display the permit number on a display board or sign approved by animal control officials, not less than four inches in size, where such animals are kept so that such permit number is clearly visible from the street or alley nearest to the facility.~~

~~(g) Refusal to issue permit. The decision of the animal services officer shall be final unless the applicant shall, within ten days after refusal to grant such permit, file a written appeal with the city secretary addressed to the city manager, requesting a review. Should the city manager concur in the decision of the animal services officer, that decision shall be final unless the applicant shall, within ten days after concurrence, file a written appeal with the city secretary addressed to the city council requesting a review of the decision of the animal services officer and the city~~

~~manager. This permit may be revoked at any time upon violation of any of the conditions and requirements.~~

~~(h) All pet dealers (commercial, raiser or itinerant) shall be required to present each purchaser of an animal a veterinary certification stating that the animal is free from disease or parasites.~~

Permit required; exceptions.

- (1) Permits shall be required for the operation of all kennels within the city limits of Alpine.
- (2) Kennels, raisers and breeders of dogs, cats or other animals shall make and submit an application for a permit with the animal services supervisor or any duly authorized representative of the city for permission to keep or harbor in excess of four dogs, cats or other animals or a combination thereof beyond the normal weaning age on any premises used or zoned for commercial or residential purposes. A permit shall be deferred to the city council so that a public hearing may be held and interested persons may have the opportunity to voice concerns. In addition, a neighbor notice requirement is established requiring the city to send public hearing notices to neighbors within 200 feet for permit requested under this section. Letters must be sent at least ten days prior to the public hearing.
- (3) The animal services officer must complete an inspection of the property and receive the following information in order for a permit to be considered by the city council:
 - a. Name of applicant, with permanent residence and phone number.
 - b. Location of kennel if different from permanent residence.
 - c. The maximum number of dogs, cats or other animals to be kept or housed.
 - d. The purpose for keeping or harboring the dogs, cats or other animals.
 - e. Type of enclosures being used.
 - f. Measurements of the enclosures.
 - g. The dogs, cats or other animals are kept or harbored shall not be a nuisance or detriment to any adjoining or adjacent properties.
 - h. A kennel shall not operate within 100 feet of any residence.
 - i. The dogs, cats or other animals shall not bark or howl or create noises that cause the peace and quiet of the neighborhood or the adjacent premises to be disturbed.

- j. The cages or pens are to be maintained in a sanitary condition so as not to create any hazards to the general health and welfare of the community, the staff maintaining the facility, the visitors to the facility or animals in their care.
- k. The applicant shall furnish a drawing and pictures showing the dimensions of the lot, dwelling, fenced yard and other enclosed areas of the parcel of land that the permit is being requested for.
- l. The enclosed area in which the animals are to be housed shall be of adequate size, height and structure to prevent escape and insure the comfortability of the animal at all times.

(4) After the public hearing is conducted, the city council may approve or deny a permit request.

Exemption of initial inspection can be accepted if a facility has not been built yet but a final inspection must be done prior to issuance of a permit following the council's approval and the building being built.

Grooming parlors where no animals are to be kept overnight, veterinary clinics and nonprofits maintaining an adoption program for homeless cats with the use of a public cattery, shall not be considered kennels, nor subject to this division.

(a) Duration of permit; permit fees.

(1) Permits issued under this article shall be valid for one (1) year from date of issuance. Permit and inspection fees under this section shall be assessed, in accordance with Appendix C: Animal Services Fees, for the initial inspection and permit application, and renewable so long as the permittee remains in compliance with requirements of this section and has no violations of such requirements or any other animal-related city ordinances.

(2) A permit issued under this section shall be renewed annually by the last day of the same month in which it was issued the previous year by payment of the appropriate fee. If the ownership of the place in which the animals are kept is changed, the permit may be changed accordingly upon written verified application by an animal services officer and payment of fee delineated in Appendix C: Animal Services Fees.

(b) Facility requirements for kennels.

Upon inspection by the animal services department of premises that are to be operated as a kennel, a permit will be issued if, in the opinion of the animal services officer, all of the following conditions are met:

(1) The kennel facility is adequate for the number and type of animals to be kept therein.

a. The kennel facility is of a sufficient size as to allow all animals in the kennel to move about freely, considering the maximum possible size of the individual animal's height and weight that may be kept within the kennel.

b. Adequate food and fresh water is continuously provided so that each and all animals kept in the kennel shall be maintained in good health and free of malnutrition and/or dehydration.

c. The kennel premises are kept in a sanitary condition and reasonably free of animal waste, parasites, insects, rodents and flies that could be harmful to the animal's health and/or to the health of the general public.

d. Nothing about the operation of the kennel poses any public or private nuisance within the city limits.

e. Food must be wholesome and free of foreign particles or matter. Food must be maintained in a manner as to prevent rodent and insect infestation.

f. Waste shall be disposed of into an approved sewage system or maintained in a sufficient air tight receptacle which must be constructed and kept in a manner as to protect its contents from wash off and fly infestation.

g. An effective program for the control of insects, rodents, and external parasites affecting dogs, cats and other animals must be established and maintained in a manner as to promote the health and well- being of the animal and reduce contamination by pests in animal areas.

h. Exercise areas must be constructed and maintained in the following manner:

1. Protect animal from injury;

2. Contain the animal securely;
3. Provide shelter and protection from extreme temperature and weather conditions;
4. Provide the animals with easy and convenient access to clean food and water.

(2) The animals and the kennel facility shall, at all times, be kept free of odor or stench which is offensive to a person of ordinary sensibilities.

(3) The animals in the kennel shall at all times be maintained in a manner that does not pose a danger to the health of the animals themselves, to adjacent animals within the kennel, or to visitors or staff in the kennel facility.

(4) The animals in the kennel shall not cause noise(s) or other disturbances which are offensive or disturbing to a person of ordinary sensibilities on adjoining, adjacent or neighboring premises.

(5) In the case of a boarding kennel, no animal may be bred or sold or transfer of ownership of an animal be otherwise affected from within the boarding kennel.

(6) Each permittee shall permanently display the permit number on a display board or sign approved by animal services, not less than four inches in size, where such animals are kept so that such permit number is clearly visible to the public.

(d) Refusal to issue permit.

The decision of the animal services officer shall be final unless the applicant shall, within ten days after refusal to grant such permit, file a written appeal with the city secretary addressed to the city manager, requesting a review. Should the city manager concur in the decision of the animal services officer, that decision shall be final unless the applicant shall, within ten days after concurrence, file a written appeal with the city secretary addressed to the city council requesting a review of the decision of the animal services officer and the city manager.

(e) Revocation or suspension of permit.

(1) Any kennel permitted under this chapter found to be in violation of any municipal zoning law, health and safety law or any other applicable ordinance of the city or of the state, or found to have a facility maintained in such a manner as to be detrimental to the health, safety or peace of mind of persons residing in the immediate vicinity because of the animals owned, controlled or housed by the kennel on the premises, may have all applicable permits suspended by the animal services department. A permittee whose permit has been suspended must cure the violations within 72 hours in order to prevent revocation of the permit. If a permit is revoked due to noncompliance after the 72-hour time period, a hearing may be requested by the permittee through the municipal court within 10 days of the revoked permit to appeal the animal services department's decision.

(2) Upon suspension of the permits, the animal services department shall notify the permit holder of such action in writing. Written notification shall be deemed made when a certified letter, return receipt requested, addressed to the last known mailing address of the permit holder is deposited in the U.S. mail.

(3) Upon the expiration of ten (10) days after written notification of suspension is deposited in the U.S. mail, as provided above, the permit holder shall no longer keep, maintain or harbor animals within the city's corporate limits, and each 24-hour period that an animal with a suspended registration remains in the city shall constitute a separate violation of this article.

(4) Upon suspension of the permit, the holder of the revoked permit shall notify the animal services department of the location to which the animal(s) are being removed.

(f) All pet dealers (commercial, raiser or itinerant) shall be required to present each purchaser of an animal a veterinary certification stating that the animal is free from disease and parasites.