

**City of Alpine  
Special City Council Meeting  
Tuesday, August 4th, 2016  
5:30 P.M.  
Minutes**

- 1. Call to Order, Invocation and Pledge of allegiance to the flags – Mayor Ramos called the meeting to order. The meeting was held in the Council Chambers at 803 West Holland in the City of Alpine, Texas. Councilor Fitzgerald gave the invocation. Mayor Ramos led the pledge of allegiance to the flags.**
  
- 2. Determination of a quorum and proof of notice of the meeting – Mayor Ramos, Councilors Salas, Fitzgerald, Escovedo and Stephens were present. Councilor Antrim was absent. There was a quorum present. The meeting notice had been posted at 2:30 P.M. on July 29th, 2016. City Manager Zimmer, City Finance Director/Assistant City Manager Antrim and City Secretary Taylor were also present.**
  
- 3. Presentations, recognitions and proclamations – (A. Ramos, Mayor) - None**
  
- 4. Reports –  
City Mayor’s Report -  
City Manager Report – (E. Zimmer, CM)  
City Staff Updates – None**
  
- 5. Public Hearings – None**
  
- 6. Consent Agenda – (Minutes, Financial reports, Department written reports, board appointments, etc.) – (Notice to the Public – The following items are of a routine and administrative nature. The Council has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Council Member, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.) – None**
  
- 7. Information or Discussion items –  
  
A. FY 2016/2017 Budget Workshop (E. Zimmer, CM)
  - Draft Budget to be reviewed and discussed with City Council. Rates associated with gas purchase, electricity purchase, utilities contracts and ordinances related to adoption of the budget will be items also covered in the workshop. – City Manager Zimmer said tonight we have**

our second budget workshop. He said we appreciate having three citizens here plus Megan and Abel. He said the first workshop was very well attended. He said tonight with our second workshop our real goal is to take some of the elements that were in the draft budget and get clarity on a couple of points. He discussed the following items:

#### Ad Valorem Taxes

- Draft Budget leaves the rate at \$0.5385/\$100
- Projected Revenues
  - I&S - \$279,123
  - M&O - \$1,442,712
- Current Year Revenues
  - I&S - \$297,551
  - M&O - \$1,320,176
- Question – Are you comfortable with leaving the tax rate the same?  
A majority of the Council members verbalized that they did want to leave the tax rate the same. City Manager Zimmer said we will have two public hearings. Effective tax rate was discussed.
- Information for Public posted on Home Page of City Website.

#### City Sales Tax

- Increased revenue projection by 10.1% for next year  
This is in line with our increases for this year. City Manager Zimmer said the opening of Shopko has helped this. He said there are also a couple of new shops on Holland.
- Vision Plan output expected this fall.

#### Parks/Pool

- Adding two seasonal employees in budget for next year
- Moved maintenance/capital improvement dollars into single line item (0642-0730). CM Zimmer said we would like to have a little more general focus on the maintenance. He said we also need better quality for our playing fields. Adopt A Spot program was discussed. Councilor Fitzgerald asked about the percentage of parks for our population. Security at parks was also discussed.
- \$55K budgeted for new tractor/trailer for large area mowing
- Worry some about staffing for Pool and abilities to keep open through season. City Manager Zimmer said we only wound up with 10 life guards this year.

#### Streets

- Plan is to approach seal-coat program in 2017 similar to this years strategy
- Will pave all the way up to late October – early November
- Materials (Rock) is especially hard to buy due to TXDOT projects. CM Zimmer said every bit of excess funding is going into street repair.

## EMS

- Response(s) to RFP
- Direction of Carol's Ambulance – CM Zimmer said he thinks they pulled out earlier this week
- MOU Opportunity with County and Hospital District
- Goal of achieving cost effective 'out-of-district' transportation AirMethods rates

## Miscellaneous Items in GF

- Volunteer Luncheon included in line item (0623-2200)
- Added line for Discretionary Spend to Community Benefiting agencies (0620-2120)
- Legal Expenses left the same
- IT Focus on Computer upgrades and Cameras for remote visibility
- Combine building maintenance into one department for general fund

## Employee Wages

- Building proposed budget at 3% increase in wages  
Exception – Water/Wastewater division – reviewing contract with US Water and/or raising them up to more regional equivalent wage
- Workers Compensation and Insurance not broken down in draft Budget, but will be complete for Proposed Budget. Councilor Stephens asked about employee retention.

## HealthCare

- Looking at Variety of Partially Self-Funded options from different Vendors. CM Zimmer said his goal is to drive down the out-of-pocket costs for employees.
- TML has been aggressive with their rates on this program'
- Budgeting approximately \$700/month per employee

## Electricity Costs

- Budgeted at 3% increase in projected costs from this year
- RFP concluded on July 29<sup>th</sup>
- Will need Resolution to accept the company/bid

Other General Fund Questions? CM Zimmer said if the Council had any questions about the budget, to let him or Megan know.

## Water Sewer Revenues

- Left the revenues the same at this year's projection in draft budget
- Have not had an increase in 7 years
- Would like to increase water by approximately 3%
- Would like to increase residential sewer to a flat rate at approximately \$15.50/month versus current \$14.13. Would leave the commercial rate

calculation the same, but increase that rate by 3%  
Other cities Flat Rate Residential: Andrews \$15, Littlefield \$19.79,  
McCamey \$14.50, Presidio \$18.80, Seminole \$18.50.  
Alpine rate is currently <75% than average City in our population  
bracket in the state.

- New system conversion gives us limited visibility (due to limited data inputs) into the exact financial calculations.

#### Water-Sewer Expenses

- Increased line items in draft for proactive work
  - Distribution System Mtc. (0653-0711)
  - Line Maintenance (0653-9700)
  - All Well Maintenance (0653-4802)
  - Line Extensions (0653-6500)
  - Fire Hydrants (0653-9600)
  - WWTP Maintenance (0654-0704)
  - Collection System Maintenance (0654-0705)
  - CIP Sludge Box – Sludge Removal (0654-9000)
  - CIP Bar Screen (0654-9001)
- Will decrease these lines as necessary to get to a balanced budget for formal proposal
- US Water Quote Review and Options
  - Project Manager Only
  - Project Manager and all employees
  - Would need to go out to RFP

#### Sanitation

- Converting part-time employee working with Patsy to a full-time Employee
- Continue to utilize Grants and Workforce GO for additional funding sources for projects
- Rate with TDS established
- Adding in approximately \$9K into reserve fund for Landfill Closure costs. Current fund has just shy of \$75K.

#### Airport

- Will need to generate an additional -- \$100K in our Airport Reserve Fund to satiate our commitment for larger TxDOT project
- Contemplate Equity Transfer of \$150K from Gas Fund during Fiscal Year 2016-17
- This would be an expense above the Gas Department's normal expenses plan for the fiscal year

#### HOT Fund

- \$80K in projected expenses to finish the Civic Center remodel
- RFP for Visitor Center Work

- Break down revenue sections per entity
- Projecting an increase of 7.5% in revenues. CM Zimmer said the pipeline would be generating more hotel stays.

#### Gas Department

- Projecting Revenue reduction this year – conservative approach due to warmer trend this year and gas purchase rate
- Currently have an approximate \$85K gap in Revenues versus Expense in Draft
- Would eliminate Vehicle Purchase CIP – purchasing in this year’s Budget at end of cycle
- Reduce \$25K (1/6<sup>th</sup>) of Road Repair obligation

#### Ordinances/Resolutions Required

- Ordinance on Budget
- Ordinance on setting of Tax Rate
- Ordinance on Revenue increase with Ad Valorem Tax
- Water/Sewer Rate Ordinance
- Water Bill Due Date (move to the 15<sup>th</sup> to coincide with Gas bill due date)
- Civic Center Usage Rates
- Animal Control Fees – to coincide with new Ordinance passed earlier this year
- Resolution on Electricity RFP
- Resolution on Gas price and term with West Texas Gas
- Resolution on Holiday Schedule

#### Proposed Meeting Times for Approvals

- Proposed Budget Due out Early Next Week – August 9<sup>th</sup>
- Tax Rate Hearing #1 – August 18<sup>th</sup>
- Tax Rate Hearing #2 – August 29<sup>th</sup> (changed from August 25<sup>th</sup>)
- Budget Public Hearing – August 29<sup>th</sup> (changed from Aug. 25<sup>th</sup>)
- Approve Tax Rate, Tax Revenue, Adoption of Budget on September 6<sup>th</sup>

**8. Action Items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to (up to) 10 per meeting.) (Citizens are allowed to comment–limited to 3 minutes – after being called upon by Mayor or Mayor Pro Tem) Citizens are required to state their name and the Ward in which they reside. Priority will be given to citizens of Alpine and those who own businesses or property in the City. Individuals who do not live in, or own businesses or property in the City limits of Alpine, will be allowed to speak if there is time available.) - None**

**9. Councilmember comments and Answers – None**

10. **Executive Session – None**
11. **Action after Executive Session – None**
12. **Adjournment – There being no further business, meeting was adjourned upon the motion of Councilor Fitzgerald and seconded by Councilor Escovedo. Motion unanimously carried.**

**NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the 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 551.086 (economic development).**

I certify that this notice was posted at 2:30 P. M. on July 29th, 2016, pursuant to Texas Open Meetings Act. (Texas Vernon's Annotated Civil statutes, section 551.043 Texas Government Code.) This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the city secretary's office at (432) 837-3301 or fax (432) 837-2044 for further information.

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Andres "Andy" Ramos, Mayor

Attest:

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Margaret "Molly" Taylor, City Secretary

I, Margaret "Molly" Taylor, City Secretary, do certify that this notice was posted at 2:30 P.M. on July 29th, 2016, and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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Margaret "Molly" Taylor, City Secretary