



CITY OF ALPINE
BUDGET WORKSHOP, 3:00 P.M.
REGULAR CITY COUNCIL MEETING, 5:30 P.M.
803 W. Holland Avenue, Alpine, Texas 79830
Tuesday, July 18, 2023 - 5:30 P.M.

Notice is hereby given that the City Council of the City of Alpine, Texas, will hold a budget workshop at 3:00 P.M. and a regular meeting at 5:30 P.M. on July 18, 2023, in City Council Chambers, at 803 West Holland Avenue, in the City of Alpine, Texas for the purpose of considering the attached agenda. This notice is posted pursuant to the Texas Open Meetings Act (Government Code Sec. 551.043). **PUBLIC NOTICE – THE USE OF CELLULAR PHONES AND ELECTRONIC EQUIPMENT IS PROHIBITED IN THE CITY COUNCIL CHAMBERS DURING MEETINGS OF THE CITY COUNCIL EXCEPT FOR PURPOSES EXPLICITLY AUTHORIZED BY STATE LAW (TEXAS GOVERNMENT CODE SEC. 551.023).** This meeting will be conducted in accordance with the official Rules of Decorum for City Council Meetings available at www.cityofalpine.com/decorum. Public Comments are limited to agenda items only. Individuals who wish to address the City Council may do so by completing a Public Comment Card and by placing the completed card on the City Secretary's desk no later than five minutes before the commencement of the meeting. The Public Comment Card may also be completed online at www.cityofalpine.com/councilcomments. A Public Comment Card is not required for speakers who wish to comment on a Public Hearing item. When speakers are acknowledged, please approach the microphone at the podium and state your name and Ward for the record. Public Comments are limited to 3 minutes per person, and a bell will signal the end of each speaker's time. Please conclude speaker comments promptly when the bell rings. State law generally prohibits the Council from discussing or taking any action on any issue not included on the agenda, but if appropriate, the Council may schedule the topic for future discussion or refer the matter to staff. **NO PERSONAL ATTACKS ON COUNCIL MEMBERS OR CITY STAFF WILL BE ALLOWED.** The Mayor and/or City Council Members may call a point of order to stop personal attacks. If an individual continues to personally attack an elected official or staff member in a meeting, they may be barred.

WORKSHOP – 3:00 P.M.

1. **Call to Order.**
 2. **Workshop the Fiscal Year 2023-2024 Budget.**
 3. **Adjourn.**
-

AGENDA – 5:30 P.M.

1. **Call to Order & Pledge of Allegiance to the Flags.**
2. **Determination of a Quorum and Proof of Notice of the Meeting.**
3. **Public Comments** – (limited to 3 minutes per person)
4. **Presentations, Recognitions, and Proclamations** – None.
5. **Reports** –

City Mayor Report –

1. Streamlining Council Meetings (thank you).
2. October – December Heavy with Major Items that will benefit Alpine.
3. City Government 101 Mini Course Coming soon.

City Attorney Report –

1. AEP Franchise Agreement.
2. Draft Alpine Old School House Lease Agreement.
3. Draft Services Contract for Big Bend Concrete.
4. J. Rutledge – Resolution to Convey Coventry Property.
5. Draft Neighborhood Center Lease.
6. Review Short Term Rental Regulations.
7. Texas Disposal Services.
8. Daugherty Well Negotiations with Jacob/Martin Engineers and Texas Commission on Environmental Quality.
9. Planning and Zoning Questions.
10. Surplus Real Property Disposal Policy.

City Manager Report – None.

City Staff Update – None.

6. **Public Hearings** –

1. Public Hearing to obtain citizen views and comments regarding the 2024-2028 Capital Improvement Plan.
7. **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.
 1. Approval of June 11, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approval of the excused absence of Councilor Sandate from the July 11, 2023 Regular City Council Meeting. (G. Calderon, City Secretary)
8. **Information or Discussion Items** –
 1. City Council discuss the key elements of the draft Fiscal Year 2023-2024 budget. (R. Stephens, City Council)
9. **Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable.** (Action items limited to 10 per meeting).
 1. Approve Resolution 2023-07-08, a resolution approving the Fiscal Year 2024-2028 Capital Improvement Plan. (M. Antrim, City Manager)
 2. Approve Resolution 2023-07-09, a resolution approving the recommended Hotel Occupancy Tax Grant Awards from the Hotel Occupancy Tax Committee for the Fiscal Year 2023-2024. (M. Antrim, City Manager)
 3. Approve the Fiscal Year 2023-2024 City Holiday Calendar. (M. Antrim, City Manager)
10. **City Council Member Comments** – No discussion or action may take place.

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).
11. **Executive Session** – None.
12. **Action – Executive Session** – None.
13. **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.cityofpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on Friday,

July 14, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. 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 Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@cityofalpine.com for further information.


Geoffrey R. Calderon, City Secretary



INTRODUCTION OVERVIEW

WORKSHOP – 3:00 P.M.

1. Call to Order.
 2. Workshop the Fiscal Year 2023-2024 Budget.
 3. Adjourn.
-

AGENDA – 5:30 P.M.

1. Call to Order & Pledge of Allegiance to the Flags.
2. Determination of a Quorum and Proof of Notice of the Meeting.
3. Public Comments – (limited to 3 minutes per person)
4. Presentations, Recognitions, and Proclamations – None.

REPORTS OVERVIEW

5. Reports –

City Mayor Report –

1. Streamlining Council Meetings (thank you).
2. October – December Heavy with Major Items that will benefit Alpine.
3. City Government 101 Mini Course Coming soon.

City Attorney Report –

1. AEP Franchise Agreement.
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4. J. Rutledge – Resolution to Convey Coventry Property.
5. Draft Neighborhood Center Lease.
6. Review Short Term Rental Regulations.
7. Texas Disposal Services.
8. Daugherty Well Negotiations with Jacob/Martin Engineers and Texas Commission on Environmental Quality.
9. Planning and Zoning Questions.
10. Surplus Real Property Disposal Policy.

City Manager Report – None.

City Staff Update – None.



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023**

REPORTS

City Mayor Report –

1. Streamlining Council Meetings (thank you).
2. October – December Heavy with Major Items that will benefit Alpine.
3. City Government 101 Mini Course Coming soon.

BACKGROUND

NONE.

SUPPORTING MATERIALS

NONE.

STAFF RECOMMENDATION

NONE.



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023**

REPORTS

City Attorney Report –

1. AEP Franchise Agreement.
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8. Daugherty Well Negotiations with Jacob/Martin Engineers and Texas Commission on Environmental Quality.
9. Planning and Zoning Questions.
10. Surplus Real Property Disposal Policy.

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. City Attorney Report.

STAFF RECOMMENDATION

NONE.

UM

BOJORQUEZ LAW FIRM, PC

TexasMunicipalLawyers.com

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Suite 300
Austin, Texas 78759

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Fax: (512) 250-0749
TexasMunicipalLawyers.com

TO: Honorable Mayor Eaves and City of Alpine City Council
FROM: Sylvia Borunda Firth, City Attorney, Bojorquez Law Firm, PC
DATE: July 18, 2023
RE: Status of Pending Legal Projects

During open session of City Council meetings, the City Attorney will only discuss the status of the following projects. If members of council or staff request details that require specific legal advice, may result in a waiver of attorney client privilege, or in the judgment of the attorney requires confidentiality, the attorney will request the City Council convene in Executive Session pursuant to Texas Government Code Sec. 551.071 (Consultation with Attorney).

Current Projects

Project: AEP Franchise Agreement

Assigned Attorney: Sylvia Borunda Firth

Projected Date of Completion: August 1, 2023

Project: Draft Alpine Old School House Lease Agreement

Assigned Attorney: Joey Delgado

Projected Date of Completion: July 26, 2023

Project: Draft Services Contract for Big Bend Concrete

Assigned Attorney: Sylvia Borunda Firth

Projected Date of Completion: August 1, 2023

Project: J. Ruthledge – Resolution to Convey Coventry Property

Assigned Attorney: Sylvia Borunda Firth

Projected Date of Completion: July 26, 2023

Project: Draft Neighborhood Center Lease

Assigned Attorney: Joey Delgado

Projected Date of Completion: July 26, 2023

Project: Review Short-Term Rental Regulations

Assigned Attorney: Marianella Joseph

Projected Date of Completion: August 1, 2023

Awaiting Further Information/Direction From Staff

Project: Texas Disposal Services

Assigned Attorney: Joey Delegado

Projected Date of Completion: Pending Meeting with Vendor

Project: Daughtery Well Negotiations with Jacob/Martin Engineers and Texas Commission on Environmental Quality

Assigned Attorney: Not yet assigned

Projected Date of Completion: To be determined

Completed Projects

Project: Planning and Zoning Questions

Assigned Attorney: Alan Bojorquez

Completed July 11, 2023

Project: Surplus Real Property Disposal Policy

Assigned Attorney: Alan Bojorquez

Completed June 28, 2023

CC: Megan Antrim, City Manager, City of Alpine
Marianella Joseph, Assistant City Attorney, Bojorquez Law Firm, PC
Joey Delgado, Assistant City Attorney, Bojorquez Law Firm, PC

PUBLIC HEARINGS OVERVIEW

6. Public Hearings –

1. Public Hearing to obtain citizen views and comments regarding the 2024-2028 Capital Improvement Plan.

CONSENT AGENDA OVERVIEW

7. **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.
 1. Approval of June 11, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
 2. Approval of the excused absence of Councilor Sandate from the July 11, 2023 Regular City Council Meeting. (G. Calderon, City Secretary)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023**

CONSENT AGENDA

1. Approval of July 11, 2023 Regular Meeting Minutes (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

1. July 11, 2023 Regular Meeting Minutes.

STAFF RECOMMENDATION

APPROVE.

**City of Alpine
Budget Workshop
Regular City Council Meeting
Tuesday, July 11, 2023
Minutes**

WORKSHOP – 3:00 P.M.

1. **Call to Order & Pledge of Allegiance to the Flags** - Mayor Catherine Eaves called the workshop meeting to order at 3:00 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. Mayor Eaves led the pledge of allegiance to the flags.

City Council Members Present:

Mayor Catherine Eaves
Councilor Judy Stokes
Councilor Chris Rodriguez
Councilor Darin Nance
Councilor Rick Stephens

City Staff and Stakeholders Present:

Megan Antrim, City Manager
Geoffrey R. Calderon, City Secretary

Not Present:

Councilor Martin Sandate

2. **Workshop the Fiscal Year 2023-2024 Budget.**
 3. **Adjourn.**
-

REGULAR MEETING – 5:30 P.M.

1. **Call to Order & Pledge of Allegiance** – 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.
2. **Determination of a Quorum and Proof of Notice of the Meeting** –

City Council Members Present:

Mayor Catherine Eaves
Councilor Judy Stokes
Councilor Chris Rodriguez
Councilor Darin Nance
Councilor Rick Stephens

City Staff and Stakeholders Present:

Megan Antrim, City Manager
Geoffrey R. Calderon, City Secretary
Darrell Losoya, Chief of Police
Abel Hinojos, Airport Supervisor

Not Present:

Councilor Martin Sandate

Mayor Eaves announced that a quorum of the City Council was present at the City Council Chambers and City Secretary, Geoffrey Calderon, reported that the meeting agenda was posted by 2:00 P.M. on July 7, 2023.

3. **Public Comments** – (limited to 3 minutes per person) –

1. Karen Cantrell, Ward 1, addressed the City Council in opposition of Replat 2023-07-01.
2. Cathy O'Neal, Ward 1, did not speak but requested recordation of support for Ordinance 2023-06-01.
3. Cameron Adams, Ward 1, did not speak but requested recordation of support for Ordinance 2023-06-01.
4. **Presentations, Recognitions, and Proclamations** – None.
5. **Reports** – Copies of presentations displayed during the meeting are posted on the City website at www.cityofalpine.com/reports –

City Mayor Report

1. Boards and Commissions Update.
2. Mayor Informational Video Series Update.
3. Working on Streamlining the meetings to be conscientious of everyone's time.

City Attorney Report – None.

City Manager Report –

1. Update on water issues and use of additional well(s).
2. Update on FY 2022-2023 Paving.
3. Pending Legal Items.

City Staff Updates – None.

6. **Public Hearings** –

Open (5:59 P.M.)

1. Public Hearing to obtain citizen views and comments regarding the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue.

Public Comments: Brian Shugart, Ward 1.

2. Public Hearing to obtain citizen views and comments regarding Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district.

Public Comments: None.

3. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to

establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block 1, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District.

Public Comments: None.

4. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcohol Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886.

Public Comments: None.

5. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747.

Public Comments: Jesusita "Susie" Gonzales, Ward 2.

Close (6:06 P.M.)

7. **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.) –

1. Approval of June 20, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)
2. Approval of June 24, 2023 Budget Workshop Meeting Minutes. (G. Calderon, City Secretary)
3. Approval of the appointment of Tom Griffith to the Place 3 position on the Planning & Zoning Commission. (D. Nance, City Council)
4. Approval of the appointment of Luis Gomez to the Place 7 position on the Parks & Recreation Board. (C. Eaves, Mayor)
5. Approval of Special Use Permit 2023-07-03, a Short term Rental Special Use Permit allowing a short term rental to be established at 1703 E. Gallego. The property owners of record are Rosalinda Pallanez & Jesusita Gonzales. The Parcel ID of the subject property is 12747. (G. Calderon, City Secretary)
6. Approval of final City Attorney invoice from Rod Ponton. (M. Antrim, City Manager)
7. Approval of June City Attorney invoice from Bojorquez Law Firm. (M. Antrim, City Manager)
8. Approval of Third Quarter 2022 – 2023 Investment Report. (M. Antrim, City Manager)

RESOLUTION 2023-07-02: On a motion by Councilor Stokes and seconded by Councilor Nance to approve the consent agenda, the City Council unanimously voted to adopt the motion.

8. Information or Discussion items –

1. Emergent Air Quarterly Report by Walter Kuyukendall. (M. Antrim, City Manager)
2. Alpine Volunteer Fire Department report by Fire Chief, Andrew Pierce. (M. Antrim, City Manager)
3. Water and Waste Water System Performance. (R. Stephens, City Council)

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

1. Approve the second and final reading of Ordinance 2023-06-01, an ordinance of the City Council of the City of Alpine, Texas authorizing the installation of additional four way stop signs at the intersections of 8th Street and Sul Ross Avenue, the intersections of 8th Street and Avenue A, the intersections of 7th and Hendryx Avenue, and the intersections of 8th Street and Del Rio Avenue. (M. Antrim, City Manager)

RESOLUTION 2023-07-03: On a motion by Councilor Stokes and seconded by Councilor Rodriguez to approve, the City Council unanimously voted to adopt the motion.

2. Approve Resolution 2023-07-01, a resolution of the City Council of the City of Alpine, Texas authorizing the City to participate in the Texas Department of Transportation Aviation Grant Program for the creation of an Airport Layout Plan to provide short and long term objectives for the Alpine-Casparis Municipal Airport. (M. Antrim, City Manager)

RESOLUTION 2023-07-04: On a motion by Councilor Stephens and seconded by Councilor Stokes to approve, the City Council unanimously voted to adopt the motion.

3. Approve Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district. The Planning & Zoning Commission has recommended denial of this Replat. (M. Antrim, City Manager)

Public Comment: Guy Fielder, Ward 5.

RESOLUTION 2023-07-05: On a motion by Councilor Rodriguez and seconded by Councilor Stephens to approve, the City Council unanimously voted to adopt the motion.

4. Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W. Sul Ross Avenue and legally described as Lots 6-10, Block 1, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District.

If the replat is approved the zoning classification will remain R-2 Two Family District. (M. Antrim, City Manager)

RESOLUTION 2023-07-06: On a motion by Councilor Stokes and seconded by Councilor Stephens to approve, the City Council voted to adopt the motion with all members voting aye, excluding Councilor Nance who abstained.

5. Approve Special Use Permit 2023-07-02, a Special Use Permit to allow the applicant, Big Bend Collective LLC DBA Old Gringo Bar & Grill, to obtain an alcohol license/permit from the Texas Alcohol Beverage Commission to operate a bar & grill. The property in question is located at 101 W. Ave E. The record property owner is Dannica Investments LLC. The parcel ID of the subject property is R11886. (M. Antrim, City Manager)

RESOLUTION 2023-07-07: On a motion by Councilor Stephens and seconded by Councilor Stokes to approve, the City Council unanimously voted to adopt the motion.

- 10. City Council Member Comments and Answers** – No discussion or action may take place.

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, Pursuant to Texas Government Code 551.071 (consultation with an 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).

- 11. Executive Session** – None.

- 12. Action – Executive Session** – None.

There being no further business, the meeting was adjourned.

- 13. Adjourn.** (6:26 P.M.)

APPROVED:

ATTEST:

Catherine Eaves, Mayor

Geoffrey R. Calderon, City Secretary

CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that notice of this meeting was posted at City Hall, in a convenient and readily accessible place to the general public, and to 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 July 7, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. 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 Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@cityofalpine.com for further information.

Geoffrey R. Calderon, City Secretary



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023**

CONSENT AGENDA

2. Approval of the excused absence of Councilor Sandate from the July 11, 2023 Regular City Council Meeting. (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

NONE.

STAFF RECOMMENDATION

APPROVE.

INFORMATION OR DISCUSSION OVERVIEW

8. Information or Discussion Items –

1. City Council discuss the key elements of the draft Fiscal Year 2023-2024 budget. (R. Stephens, City Council)



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023

INFORMATION OR DISCUSSION

1. City Council discuss the key elements of the draft Fiscal Year 2023-2024 budget. (R. Stephens, City Council)

BACKGROUND

- Background - The draft budget for FY23-24 includes a number of items for consideration by the City Council including city funding priorities, forecasted revenue, planned expenditures, key department goals and objectives, potential capital expenditures, property tax strategies, employee pay and benefits, employee retention, debt repayment, allocation of potential fund balances, and more. The budget workshops provide an opportunity for general input, including from residents. This information and discussion provides an opportunity for Council to discuss their key thoughts and provide feedback to the City Manager aligned with inputs provided in the FY2023-24 budget questionnaire, the draft budget provided to Council July 18th and input received thus far.

SUPPORTING MATERIALS

NONE.

STAFF RECOMMENDATION

NONE.

ACTION ITEMS OVERVIEW

9. **Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable.** (Action items limited to 10 per meeting).
1. Approve Resolution 2023-07-08, a resolution approving the Fiscal Year 2024-2028 Capital Improvement Plan. (M. Antrim, City Manager)
 2. Approve Resolution 2023-07-09, a resolution approving the recommended Hotel Occupancy Tax Grant Awards from the Hotel Occupancy Tax Committee for the Fiscal Year 2023-2024. (M. Antrim, City Manager)
 3. Approval of the Fiscal Year 2023-2024 City Holiday Calendar. (M. Antrim, City Manager)



CITY COUNCIL

MEETING AGENDA ITEM COVER MEMO

JULY 18, 2023

To: Mayor and City Council

Agenda Item: Action Item 1 – Resolution 2023-07-08 – Capital Improvement Plan

Submitted By: Megan Antrim, City Manager

SYNOPSIS

1. Approve Resolution 2023-07-08, a resolution approving the Fiscal Year 2024-2028 Capital Improvement Plan. (M. Antrim, City Manager)

BACKGROUND

- **Section 5.08 Capital Program**

(A) The City Manager shall prepare and submit to the Council a five-year capital program at least three months prior to the final date for submission of the annual budget.

(B) The capital program shall include:

- (1) a clear general summary of its contents;
- (2) a list of all capital improvements which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
- (3) cost estimates, methods of financing, and recommended time schedules for each such improvement; and
- (4) the estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

(C) The capital program shall be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

- **Section 5.09 City Council Action on Capital Program**

(A) The Council shall publish in one or more newspapers of general circulation in the City the general summary of the capital budget and a notice stating:

- (1) the times and places where copies of the capital program are available for inspection by the public; and
- (2) the time and place, not less than two weeks after such publication, for a public hearing on the capital program.

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2023-07-08

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS
ADOPTING THE 2024-2028 CAPITAL PROGRAM.**

WHEREAS, the City Charter for the City of Alpine, Texas, provides that the City Manager shall prepare and submit to the City Council a multi-year capital program before the final date for submission of the budget; and

WHEREAS, the contents of the 2024-2028 capital program comply with the requirements of Section 5.08 of the City Charter for the City of Alpine; and

WHEREAS, pursuant to Section 5.09 of the City Charter for the City of Alpine, the City Council by resolution shall adopt the capital program with or without amendment after a public hearing on or before the adoption of the annual budget; and

WHEREAS, as of this date, the 2023-2024 annual budget has not yet been adopted; and

WHEREAS, in accordance with Section 5.09 of the City Charter of the City of Alpine, after compliance with publication and notice requirements, a public hearing was held on July 18, 2023, to consider the adoption of the 2024-2028 Capital Program.

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

SECTION 1. The 2024-2028 Capital Program is hereby adopted by a majority vote of the City Council without amendment.

PASSED AND APPROVED THIS THE 18th DAY OF JULY 2023 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Catherine Eaves, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary



CITY OF ALPINE - 100 NORTH 13TH STREET 79830

July 18, 2023

Honorable Mayor & Council,

The capital improvement plan (CIP) was established to provide a routine process for identifying, evaluating, and advocacy of the capital needs of the City of Alpine.

The capital planning process not only provides an orderly and routine method of proposing the planning and financing of capital improvements, but the process also makes capital expenditures more responsive to community needs. The CIP does not appropriate funds but supports the budget process and the appropriations made through the adoption of the budget.

The objectives utilized to develop the CIP are:

- To identify and examine current and future infrastructure needs and minimize the financial impact on residents;
- To maximize the useful life of capital investments by scheduling major renovations and modifications at the appropriate time in the life cycle of the facility;
- To improve financial planning by comparing needs with resources and estimating future funding issues.

The CIP ensures coordination between City departments and City Council in the planning and implementing of capital projects. The CIP identifies and determines future infrastructure needs and establishes priorities among projects, so the available resources are used to the best advantage. The plan also ensures the use of the best financial mechanisms and ensures maximum useful life of capital investments.

The City of Alpine's CIP improves the links between capital investments and the City's long-term vision and goals and builds citizen confidence by making more effective use of City resources. This document will allow the City Council and staff to keep up with the growth of our community needs as well as take a long-range view of our future activities and responsibilities.

The CIP is divided into three sections: 1) Current/Active Projects 2) Future and 3) Completed or Postponed. Postponed items are at the request of the department based on current priorities and needs. The CIP is comprised of both long-term projects and capital assets. Each one has been prioritized from 1 – 3. Although all CIP's are priority, priority one projects are considered the most critical and are actively pursued for funding resources.



CITY OF ALPINE - 100 NORTH 13TH STREET 79830

The development of the CIP represents many hours of work and dedication by many staff members, including the following:

Megan Antrim, City Manager
Abel Hinojos, Airport Supervisor
Darrell Losoya, Chief of Police
Chris Ruggia, Director of Tourism
Heather Yadon, Visitor Center Coordinator

Randy Guzman, Director of Gas Department
Eddie Molinar, Public Works Director
Jennifer Stewart, ACO Supervisor
Adelina Beall, Environmental Services
Andrew Devaney, Building Official

Sincerely,

Megan Antrim, CPFIM
City Manager

CITY OF ALPINE

2024-2028 FIVE YEAR CAPITAL PLAN

GENERAL FUND

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
ADMINISTRATION	CITY-WIDE SOFTWARE	2024-2028	MULTIPLE FUNDS/DEPARTMENTS	\$ 500,000
ADMINISTRATION	SECURITY SYSTEM	2024-2028	MULTIPLE FUNDS/DEPARTMENTS	\$ 175,000
ADMINISTRATION	OUTDOOR LIGHTING	2024-2028	GENERAL FUND OPERATING	\$ 175,000
ADMINISTRATION	HAZARD MITIGATION PLANNING	2024-2028	GENERAL FUND OPERATING/FEMA GRANT	\$ 100,000
			Administration - Total	\$ 950,000
ALPINE POLICE DEPT	GENERATOR	2023-2024	GENERAL FUND OPERATING	\$ 100,000
ALPINE POLICE DEPT	TASERS	2024-2028	GENERAL FUND OPERATING	\$ 22,500
			Alpine Police Department - Total	\$ 122,500
ANIMAL CONTROL	ANIMAL SHELTER REPAIRS/MAINTENANCE	2023-2025	GENERAL FUND OPERATING	\$ 30,000
ANIMAL SERVICES	GENERATOR	2023		\$ 50,000
			Animal Control Services - Total	\$ 80,000
PUBLIC WORKS-PARKS	PUEBLO NUEVO PARK	2020-2025	GENERAL FUND OPERATING/TPWD	\$ 434,600
PUBLIC WORKS-PARKS	TRACTOR-MOWER	2023-2024	GENERAL FUND OPERATING/ USDA	\$ 35,000
PUBLIC WORKS-PARKS	KUBOTA-MOWER	2023-2024	GENERAL FUND OPERATING/ USDA	\$ 20,250
			PW - Parks - Total	\$ 489,850
PUBLIC WORKS - STREETS	MAINTAINER	2023-2026	GENERAL FUND OPERATING	\$ 250,000
PUBLIC WORKS - STREETS	DUMP TRUCK	2023-2026	GENERAL FUND OPERATING	\$ 100,000
PUBLIC WORKS - STREETS	FRONT END LOADER	2023-2025	GENERAL FUND OPERATING	\$ 85,000
PUBLIC WORKS - STREETS	IN-HOUSE PAVING EQUIPMENT	2024-2028	GENERAL FUND OPERATING	\$ 872,195
PUBLIC WORKS - STREETS	EMPLOYEE LOUNGE AREA	2023-2024	GENERAL FUND OPERATING	\$ 66,997
PUBLIC WORKS - STREETS	FLEET MAINTENANCE FACILITY	2021-2022	GENERAL FUND OPERATING	\$ 60,000
			PW - STREETS - TOTAL	\$ 1,434,192
			GENERAL FUND - TOTAL	\$ 3,076,542

UTILITIES			
DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR FUNDING	AMOUNT
UTILITIES	GENERATORS - WELL FIELDS	2024-2026 UTILITY OPERATING FUND/FEMA	\$ 567,084.00
UTILITIES	WASTEWATER TREATMENT PLANT	2024-2028 UTILITY OPERATING FUND/TWDB	\$ 3,858,000.00
UTILITIES	INFRASTRUCTURE LOCATION/REPLACEMENT	2024-2028 UTILITY OPERATING FUND	\$ 500,000.00
UTILITIES	GIS SYSTEM	2024-2028 UTILITY OPERATING FUND	\$ 250,000.00
UTILITIES	FACILITY MAINTENANCE	2024-2028 UTILITY OPERATING FUND	\$ 40,000.00
UTILITIES	EASTSIDE SEWER EXTENSION	2024-2028 UTILITY OPERATING FUND	\$ 1,686,392.00
UTILITIES	HOUSEHOLD HAZARDOUS WASTE	2023-2024 UTILITY OPERATING FUND	\$ 25,000.00
UTILITIES	AUTOMATED WELL METERS	2023-2025 UTILITY OPERATING FUND	\$ 90,000.00
UTILITIES	REFURBISH WELLS - MUSQUIEZ	2023-2024 UTILITY OPERATING FUND	\$ 125,000.00
UTILITIES	AUTOMATED METERING SYSTEM	2024-2028 UTILITY OPERATING FUND/ARPA	\$ 1,400,000.00
UTILITIES	MANHOLE ADDITIONS	2024-2028 UTILITY OPERATING FUND	\$ 200,000.00
UTILITIES	SUL ROSS STORAGE TANKS	2025 UTILITY OPERATING FUND	\$ 50,000.00
		Utilities - Total	\$ 8,791,476.00
AIRPORT			
AIRPORT	UPDATE MASTER/LAYOUT PLAN	2024-2028 TxDOT AVIATION/ AIRPORT OPERATING	\$ 150,000
AIRPORT	AWOS REPLACEMENT/RELOCATION	2024-2025 TxDOT AVIATION/AIRPORT OPERATING	\$ 175,000
AIRPORT	TAXIWAY EXPANSION	2023 AIRPORT OPERATING BUDGET	\$ 60,000
AIRPORT	ROTATOR BEACON	2023-2024 TxDOT AVIATION/ AIRPORT OPERATING	\$ 15,000
AIRPORT	RUNWAY 5/23 CRACK SEAL/SEAL COAT	2025-2026 TxDOT AVIATION/AIRPORT OPERATING	\$ 394,500
AIRPORT	KUBOTA	2023-2026 AIRPORT OPERATING BUDGET	\$ 15,000
AIRPORT	COVERED PARKING	2023-2025 AIRPORT OPERATING BUDGET	\$ 20,000
		Airport - Total	\$ 829,500
TOURISM			
HOT - TOURISM	VISITOR CENTER - UPDATE OF WINDOWS & WALLS	2023 HOT FUNDS	\$ 45,000
HOT - TOURISM	VISITOR CENTER - INTERIOR LAYOUT AND FLOORS	2023 HOT FUNDS	\$ 75,000
HOT - TOURISM	VISITOR CENTER - ROOF AND CEILING REPAIR	2023 HOT FUNDS	\$ 50,000
HOT - TOURISM	VISITOR CENTER - PROCH REPAIR AND SIDEWALKS	2024-2026 HOT FUNDS	\$ 45,000
HOT - TOURISM	VISITOR CENTER UPDATES	2024-2025 HOT FUNDS	\$ 45,000
HOT - TOURISM	DOWNTOWN KIOSK	2025 HOT FUNDS	\$ 31,000
		HOT Funds - Total	\$ 291,000

GAS DEPARTMENT

GAS DEPARTMENT	AC/HVAC UNIT	2023-2024	GAS DEPARTMENT OPERATING	\$	35,000
GAS DEPARTMENT	BUILDING UPDATES	2023-2025	GAS DEPARTMENT OPERATING	\$	50,000
GAS DEPARTMENT	AUTOMATED METER READERS	2024-2028	GAS DEPARTMENT OPERATING	\$	204,432
			Gas Department - Total	\$	289,432

CITY OF ALPINE - TOTAL \$ 13,277,950.00

COMPLETED/POSTPONED

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING
ADMINISTRATION	ALPINE SCHOOL HOUSE REMODEL	2021-2022	GENERAL FUND - ARPA FUNDS
ALPINE POLICE DEPT	DISPATCH COMPUTERS	2023	GENERAL FUND OPERATING
ALPINE POLICE DEPT	K-9 UNIT	2021-2022	DONATION
ALPINE POLICE DEPT	MOBILE HANDHELD RADIOS	2021-2022	GRANT FUNDING
ALPINE POLICE DEPT	MOBILE DATA TERMINAL	2021-2022	GRANT FUNDING
ALPINE POLICE DEPT	APD - BUILDING MAINTENANCE/REMODEL	2021-2022	GENERAL FUND OPERATING
ANIMAL CONTROL	CAT CONDOS	2023	GENERAL FUND OPERATING
ANIMAL CONTROL	HVAC SYSTEM	2021-2022	GENERAL FUND OPERATING
ALPINE POLICE DEPT	HOLDING CELLS	2023	POSTPONED
ALPINE POLICE DEPT	LICENSE PLATE READER	2021-2022	POSTPONED
ANIMAL CONTROL	INCINERATOR	2025-2026	POSTPONED
PUBLIC WORKS-PARKS	SPLASH PAD	2023-2027	POSTPONED
		General Fund	
UTILITIES	BACKHOE (PURCHASED WALK BEHIND TRENCHER)	2023	UTILITY OPERATING FUND
UTILITIES	WWTP - AERATOR & BAR SCREEN(PART OF WWTP)	2023	UTILITIES OPERATING FUNDS & RESERVES
		UTILITY FUND	
AIRPORT	CONSTRUCTION PHASE OF LIGHTING PROJECT	2021 - 2023	TxDOT AVIATION/FAA/AIRPORT OPERATING
AIRPORT	DESIGN PHASE OF LIGHTING PROJECT	2021-2022	CARES ACT
AIRPORT	SEAL COAT 1/19	2021-2022	TxDOT AVIATION/FAA/AIRPORT OPERATING
		Airport	
HOT - TOURISM	VISITOR CENTER RESTROOMS/PAVILLION REMODEL	2021-2022	HOT FUNDS
HOT - TOURISM	OUTDOOR PORTABLE STAGE	2021-2023	POSTPONED
		HOT Funds	
GAS DEPARTMENT	RECTIFIER	2023	GAS DEPARTMENT OPERATING
GAS DEPARTMENT	BAY COVERAGE	2021-2023	GAS DEPARTMENT OPERATING
GAS DEPARTMENT	18' TRAILER	2021-2022	GAS DEPARTMENT OPERATING
		Gas Dept	



CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 GENERAL FUND

CITY WIDE SOFTWARE

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

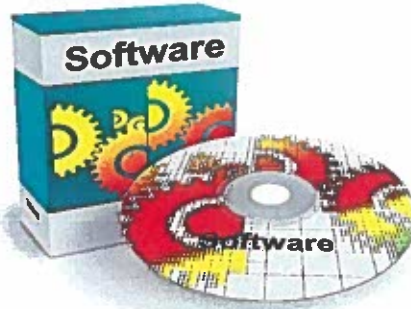
CITY OF ALPINE DEPARTMENT HEADS

PROJECTED EXPENSE

\$ 500,000

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Updating and implementation of a city - wide software program. Current software varies department to department and in some cases is no longer supported or maintained by developers. ***Update - FY 2022-2023 - development of Enterprise Resource Planning (ERP) Request for Proposal. Address all key departments within the City***

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	

FUNDING SOURCE

General Fund Operating - Departmental

Grant Funding

Utilities

Gas Department

Airport

OPERATING BUDGET IMPACT IF COMPLETED

Reduced employee overtime

Increased revenue from proper billing

OPERATING BUDGET IMPACT IF NOT COMPLETED

Reduced revenue due to incorrect utility billing

Increased wages due to additional time to problem solve and create necessary data sets

PERFORMANCE MEASURES

Overall - Department Performance

Increased customer service satisfaction

SECURITY EQUIPMENT UPGRADE - REPLACEMENT

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CITY MANAGER &
CHIEF OF POLICE

PROJECTED EXPENSE

\$175,000

PRIORITY LEVEL 1



PROJECT DESCRIPTION

City of Alpine has security video cameras in several buildings and city owned properties. Much of the equipment is need of replacement or updating. In addition, not all facilities are on the same security system, making it harder to properly manage. There are several areas where no security system is installed.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	

FUNDING SOURCE

GENERAL FUND Grant Funding

UTILITIES

AIRPORT

HOT

OPERATING BUDGET IMPACT IF COMPLETED

Annual Maintenance Fees

Data Storage Fees (if needed)

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

Security will provide continous security for employees, citizens, and property at our many facilities.

Outdoor Lighting Ordinance

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

CITY MANAGER

PROJECTED EXPENSE

\$ 175,000

PRIORITY LEVEL

2



PROJECT DESCRIPTION

Council Approved Ordinance - Outdoor Lighting - Ordinance allows for the community to become compliant within five years of passing of the ordinance. In order to come into compliance lighting sources that do not comply will need to be either updated or replaced. The City will work back with McDonald Observatory and other entities to determine which lighting sources need to be addressed, funding opportunities, and implementation process to come into compliance. FY 2021-2022 - Council approved funds from BBCA to assist with the replacement of non-compliant street lights, initial training provided to City employees. ***FY 2022-2023 - street light replacement/update initiated through AEP, estimated 193 street lights to be addressed.***

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 25,000	\$ 25,000	\$ 75,000	\$ 50,000	

FUNDING SOURCE

General Fund Operation Budget
Possible grant opportunities

OPERATING BUDGET IMPACT IF COMPLETED

Initial update/replacement costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Violation of City Ordinance

PERFORMANCE MEASURES

Dark Sky Compliance - reduced night sky lighting

Hazard Mitigation Program

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

CITY MANAGER

PROJECTED EXPENSE

\$ 100,000

PRIORITY LEVEL 2



PROJECT DESCRIPTION

FEMA Building Resilient Infrastructure and Communities (BRIC) Program. Program would provide 1. Code Enforcement (Fire/Flood) Hazard Mitigation, 2. Zoning Update (Flood Management) and 3. Drought Contingency Plan Update.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 25,000	\$ -	\$ -	\$ -	BRIC - \$75,000 City - \$25,000

FUNDING SOURCE

General Fund Operation Budget

FEMA BRIC Program - requires a 25% match

OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

NOTE - City applied during FY 2020-2021 and was not awarded. City can continue to apply each year

Generator

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

\$ 100,000

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Replacement of current inoperable generator at the Alpine Police Department. Without the addition of backup power supply, the department will struggle to continue operations effectively. 911 calls will be rerouted until services can be restored. The facility also currently serves as a dedicated emergency shelter for residents and tourists when needed.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 100,000	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

General Fund Operating Budget - Alpine Police Department
USDA Matching Grant - City matching if awarded is 45% of awarded amount

OPERATING BUDGET IMPACT IF COMPLETED


Annual Maintenance Costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Additional fees for rental, repairs, and outsourcing services

PERFORMANCE MEASURES

APD TASER's

RESPONSIBLE DEPARTMENT		
ALPINE POLICE DEPARTMENT		
PROJECT MANAGER		
CHIEF OF POLICE		
PROJECTED EXPENSE		
\$ 67,224	PRIORITY LEVEL	1

PROJECT DESCRIPTION
Replacement of outdated/non-operational tasers. Total replacement of 18 tasers. Currently not all APD Officers have availability/access to tasers. This project will be completed in phases.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 27,224	


FUNDING SOURCE
General Fund Operating - Police Department

OPERATING BUDGET IMPACT IF COMPLETED
Maintenance of equipment

OPERATING BUDGET IMPACT IF NOT COMPLETED
Maintenance of equipment

PERFORMANCE MEASURES

ANIMAL SHELTER REPAIRS & MAINT

RESPONSIBLE DEPARTMENT		
ANIMAL CONTROL SERVICES		
PROJECT MANAGER		
ANIMAL SERVICES SUPERVISOR		
PROJECTED EXPENSE		
\$ 30,000	PRIORITY LEVEL 1	
PROJECT DESCRIPTION		
Painting inside and outside dogs runs. Plant grass in play yards for enrichment.		

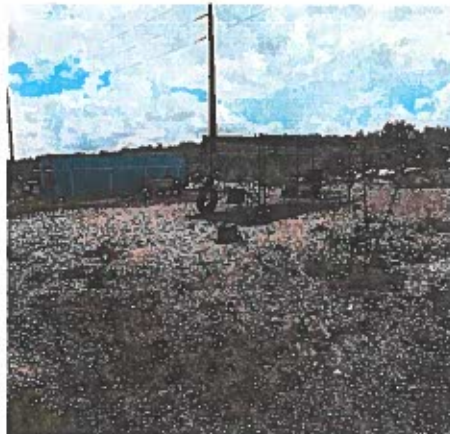
FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 10,000	\$ 10,000	\$ 10,000		

FUNDING SOURCE
General Fund Operating Budget - Animal Control Services Department

OPERATING BUDGET IMPACT IF COMPLETED
N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED
N/A

PERFORMANCE MEASURES



CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
FY 2024 - FY 2028

Generator

RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

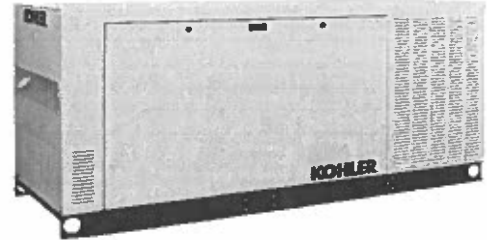
PROJECT MANAGER

JENNIFER STEWART, ACO SUPERVISOR

PROJECTED EXPENSE

\$ 50,000

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Generator for Emergencies, The Shelter needs access to water and electricity every day to keep the animals in our care cleaned up after and cool/warm depending on the time of year. Model is similar to the one used for the Alpine Police Department that is set up to kick on when the power goes out. Kohler 60RCLB 120/240V, 1ph Standby Generator with Aluminum Enclosure

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 22,500	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

General Fund Operating Budget - Animal Control Services Department
USDA Matching Grant - City matching if awarded is 45% of awarded amount

OPERATING BUDGET IMPACT IF COMPLETED

Annual Maintenance Costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

PUEBLO NUEVO PARK IMPROVEMENTS

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

PARKS FOREMAN

PROJECTED EXPENSE

\$ 425,000.00

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Full development of Pueblo Nuevo Park based on the recommendations made by Parks Master Plan.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00			
	In Reserves					

FUNDING SOURCE

Texas Parks and Wildlife Grant

City General Fund Operating Budget - Parks Department

OPERATING BUDGET IMPACT IF COMPLETED


Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

TRACTOR MOWER

RESPONSIBLE DEPARTMENT	
PUBLIC WORKS - PARKS DEPARTMENT	
PROJECT MANAGER	
PARKS FOREMAN	
PROJECTED EXPENSE	
\$ 35,000	PRIORITY LEVEL 2
PROJECT DESCRIPTION	
Purchase of new tractor mower to replace current shared mower.	

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 15,000	\$ 20,000				

FUNDING SOURCE
General Fund Operating - Public Works - Parks Department
Possible grant assistance - USDA

OPERATING BUDGET IMPACT IF COMPLETED
Decrease in maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
Increase in maintenance cost

PERFORMANCE MEASURES

KUBOTA MOWER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

PARKS FOREMAN

PROJECTED EXPENSE

\$ 20,250

PRIORITY LEVEL

1

**PROJECT DESCRIPTION**

Mower to replace aged existing fleet.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,250	\$				

FUNDING SOURCE

General Fund Operating Budget - Public Works - Park Department
USDA Grant

OPERATING BUDGET IMPACT IF COMPLETED

Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance costs

PERFORMANCE MEASURES

10" BLADE MAINTAINER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREET DEPARTMENT

PROJECT MANAGER

PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$ 150,000.00

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Current City owned maintainer has a 14 ft. blade and is not usable in smaller areas within the City. Example - Street department is unable to properly fix shoulders, maintain alleyways, and assist parks (baseball diamonds). This piece of equipment would be an addition resource.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00		

FUNDING SOURCE

General Fund Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

DUMP TRUCK

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREETS DEPARTMENT

PROJECT MANAGER

PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$ 100,000.00

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Replacement of older dump truck - over 20 years old. Older model would be used as a backup when needed to allow the street department be more efficient during paving season.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 45,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	

FUNDING SOURCE

General Fund Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED

Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance costs

PERFORMANCE MEASURES

FRONT END LOADER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREET DEPARTMENT

PROJECT MANAGER

PUBLIC WORKS DIRECTORLL

PROJECTED EXPENSE

\$ 85,000.00

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Replace current front end loader which is over 20 years old. Equipment is used and maintained regularly, unfortunately the age of the equipment has made it hard to keep maintained.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,000.00	\$ 30,000.00	\$ 35,000.00	\$ -	\$ -	

FUNDING SOURCE

General Fund Operating Budget - Streets Department

USDA Grant Funding

OPERATING BUDGET IMPACT IF COMPLETED


Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Continued increase in maintenance costs

PERFORMANCE MEASURES

IN HOUSE - PAVING EQUIPMENT (PACKAGE)

RESPONSIBLE DEPARTMENT		 <div style="background-color: yellow; padding: 10px; text-align: center;"> Cat® AP400 <i>Asphalt Paver</i> </div>
PUBLIC WORKS - STREET DEPARTMENT		
PROJECT MANAGER		
PUBLIC WORKS DIRECTOR		
PROJECTED EXPENSE		
\$ 872,195.00	PRIORITY LEVEL	1

PROJECT DESCRIPTION
<p>The purchase of several heavy equipment items to bring paving back into the Public Works Department. City has multiple options on funding of items 1)Purchase all items and decrease outsourced paving and sealcoating for one to two years. 2) Lease all items and budget accordingly 3)Prioritize and purchase one piece of equipment a year or 4) Payment plan. EQUIPMENT INCLUDES:</p> <p>AP400-07 - ASPHALT PAVER - \$364,850</p> <p>938 M - WHEEL LOADER - \$288,630</p> <p>4.0-03 - UTILITY COMPACTOR - \$75,050</p> <p>02 - ASPHALT COMPACTOR - \$143,665</p>

CB
CB7 -

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
PURCHASE	\$ 872,195.00	\$ -	\$ -	\$ -	\$ -	
LEASE	SEE ADDITIONAL INFORMATION					

FUNDING SOURCE
General Fund Operating Budget - Streets Department

OPERATING BUDGET IMPACT IF COMPLETED
Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
Continued increase in maintenance costs

PERFORMANCE MEASURES



EMPLOYEE LOUNGE AREA

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREETS DEPARTMENT

PROJECT MANAGER

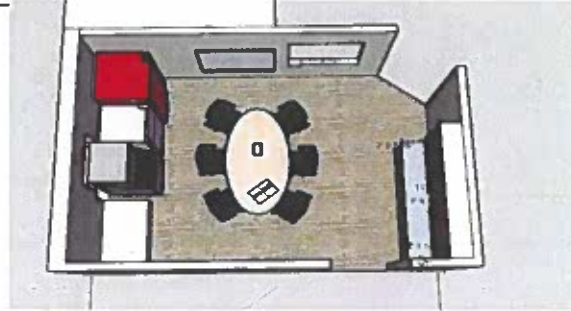
PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$ 66,997.00

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Project consists on remodeling a portion of the current warehouse to include a designated area for employees to meet and/or take a break.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Year 1	Year 2	Year 3	Year 4	Year 5
	\$ 30,000.00	\$ 36,997.00			

FUNDING SOURCE

General Fund Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



Estimate

City of Alpine	Lot	\$0.00
Megan Arnesen, CPFA	Year Construction Cost	\$51,815.30
Director of Finance	Overhead and General Expense	\$2,228.35
Alpine, Texas 79830	Profit	\$12,953.75
(432) 837-3291	Total Sale Price	\$66,997.40
		\$8.00
Lot Cost after closing		\$0.00
Other		\$0.00
Construction Costs		\$8.00
Building Permit Fees		\$0.00
Impact Fee		\$0.00
Water and Sewer Fees/Inspections		\$0.00
Architectural and Engineering		\$0.00
Other		\$0.00
		\$8.00
Excavation		\$0.00
Concrete		\$0.00
Rebar/Reinforcing walls		\$0.00
Backfill		\$0.00
Other		\$0.00
		\$8,758.00
Finishing		\$8,758.00
Finishing (not including profit/losses)		\$8,758.00
Trimwork (if any business)		\$0.00
Smoothing (if not included above)		\$0.00
General metal and steel		\$0.00
Other		\$0.00
		\$7,143.00
Exterior Wall Finish		\$1,920.00
Roofing		\$0.00
Windows and doors		\$5,643.00
Garage Doors		\$0.00

Other

\$0.00

Interior Finishes

\$11,500.00

Painting (except features)

\$2,450.00

Electrical (except fixtures)

\$3,050.00

HVAC

\$5,200.00

Other

\$0.00

Exterior Finishes

\$23,820.00

Insulation

\$2,650.00

Drywall

\$4,200.00

Interior Trim

\$1,200.00

Mirrors

\$0.00

Doors

\$0.00

Painting

\$1,800.00

Lighting

\$0.00

Cabinets

\$6,670.00

Countertops

\$2,900.00

Appliances

\$0.00

Flooring

\$3,400.00

Plumbing Fixtures

\$0.00

Fireplace

\$0.00

Other

\$0.00

Landscaping

\$400.00

Landscaping

\$0.00

Outdoor structures (deck, patio, porch)

\$0.00

Driveway/Approach

\$0.00


Clean Up

\$500.00

Other

\$0.00

FLEET MAINTENANCE FACILITY

RESPONSIBLE DEPARTMENT	
PUBLIC WORKS - STREETS DEPARTMENT	
PROJECT MANAGER	
PUBLIC WORKS DIRECTOR	
PROJECTED EXPENSE	
\$ 60,000.00	PRIORITY LEVEL 1

PROJECT DESCRIPTION
Project consists of the construction of an addition to the current yard facility. The expansion would create additional space for the mechanics to maintain the current cities fleet and leased vehicles. The current facility would continue to be used to service larger equipment pieces.

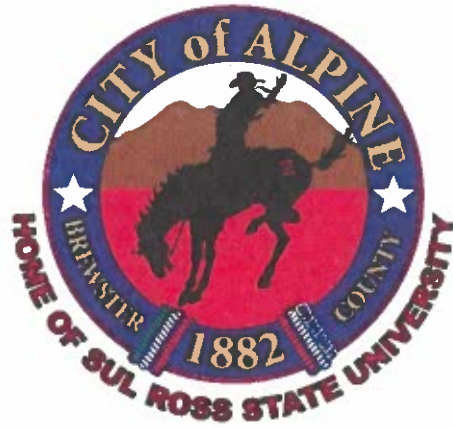
FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 30,000.00	\$ 30,000.00				

FUNDING SOURCE
General Fund Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED
Additional utilities and maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
No Impact

PERFORMANCE MEASURES



CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 UTILITIES

GENERATORS - WELL FIELDS

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 567,084.00

PRIORITY LEVEL 1



PROJECT DESCRIPTION

The City of Alpine applied for FEMA funding in 2021-2022 to assist with addressing the needs of backup generators/pumps within the City's water distribution system; specifically the wells and boosters. The application included four (4) fixed generators, transfer switches, site pad preparations, and engineering.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 567,084.00		\$ -	\$ -	\$ -	

FUNDING SOURCE

Reserve Account - Funds committed prior by City Council
FEMA

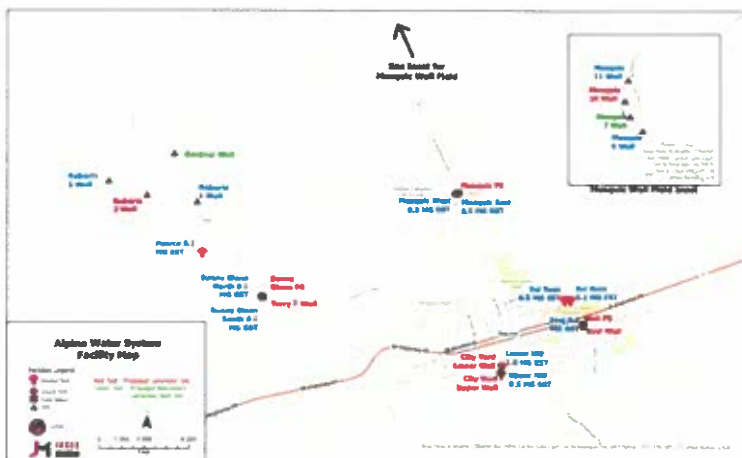
OPERATING BUDGET IMPACT IF COMPLETED

Additional fuel costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Inability to provide water services during an emergency/power failure

PERFORMANCE MEASURES



WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 5,600,000.00

PRIORITY LEVEL

1



PROJECT DESCRIPTION

This project is a complete update to the current wastewater treatment plant. The current condition is critical and each area of concern will need to be addressed in the order recommend by engineers to ensure continued operations of the facility. In addition, TCEQ compliance must be maintained to prevent additional setbacks and financial impacts. This is a multi-phased project that includes 1)Update/replacement of racetrack aerators 2)replacement of manual bar screen with automated 3)Update/replacement of electrical system to create one uniformed electrical system 4)Repair/update and maintenance of clarifiers 5)Refurbishment of drying beds 6)Any additional improvements to ensure continued operation of plant. FY 2021-2022 Council approved Wastewater Treatment Plant evaluation. ***Automated Bar Screen and installation of second aerator contract award and funds allocated - completed FY 2022-2023. FY 2022-2023 - \$5.6 million dollar grant application submitted through Congressman Tony Gonzales Office.***

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5

Project dependent on additional outside funding sources.

FUNDING SOURCE

Utility operating budget
TWDB - Texas Water Development Board Grant/Funding Opportunities
USDA
Private Funding

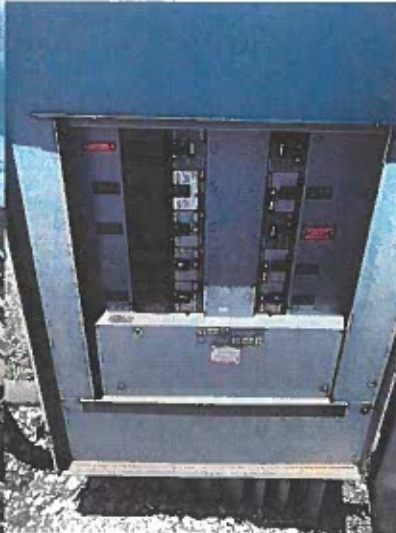
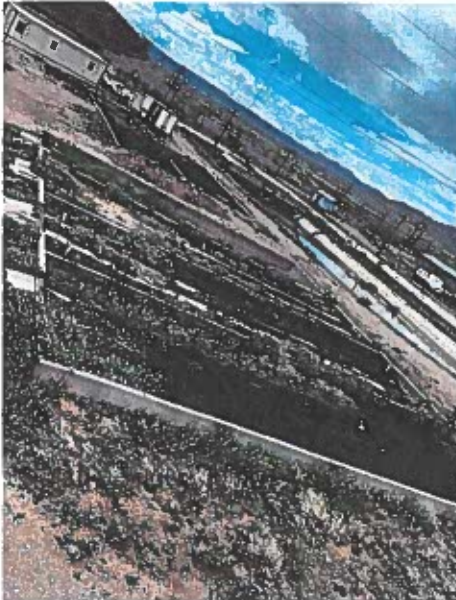
OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance costs



OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance costs
TCEQ Enforcement

PERFORMANCE MEASURES



OLD INFRASTRUCTURE LOCATION AND REPLACEMENT

RESPONSIBLE DEPARTMENT	 
UTILITIES - WATER/WASTEWATER/SANITATION	
PROJECT MANAGER	
UTILITIES DIRECTOR	
PROJECTED EXPENSE	
\$ 500,000.00	PRIORITY LEVEL 1

PROJECT DESCRIPTION
 Project would include the planning, mapping, and implementation of determining a replacement plan for the City's current water and waste infrastructure. The first phase would be the location of all infrastructure owned by the City. Additional outside funding may need to be obtained after determination is made on the proper replacement plan. Replacement plan would include which sections of infrastructure need to be replaced from top priority down to lowest priority. ***FY 2022-2023 - City staff initiated required location and inventory of infrastructure as required by EPA & TCEQ for Lead and Copper. PIF (Project Information Form) submitted to Texas Water Development Board on behalf of City that would provide possible funding***

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 100,000.00	\$ 10,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	

FUNDING SOURCE
 Utility operating budget
 TWDB - Texas Water Development Board Grant/Funding Opportunities

OPERATING BUDGET IMPACT IF COMPLETED
 Reduced maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
 Continued increase in maintenance, supplies, and labor

PERFORMANCE MEASURES
 Completed infrastructure plan and maintenance program

UTILITY GIS SYSTEM

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 50,000.00 to \$ 250,000.00 PRIORITY LEVEL 1



PROJECT DESCRIPTION

The projected expense would be to initiate the program. The program would include the purchase of GIS software and plan development to GIS all water, wastewater, and sanitation infrastructure and equipment. This project would be completed in phases to allow for proper implementation, training and funding. ***FY 2022-2023 - Initiated discussion with ESRI. Gas Utility currently utilizes ESRI as the GIS software and the City may be able to overlap the utilities and maintain autonomy.***

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance cost, training, and staffing

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES

Performance Measures will be dependent on data sets available through software.

FACILITY MAINTENANCE

RESPONSIBLE DEPARTMENT	
UTILITIES - WATER/WASTEWATER/SANITATION	
PROJECT MANAGER	
UTILITIES DIRECTOR	
PROJECTED EXPENSE	
\$ 40,000.00	PRIORITY LEVEL 2

PROJECT DESCRIPTION
Update current facilities - flooring, restrooms, removal and construction of pergola/awning. Pergola currently is falling apart and is unsafe to residents and employees. Facility locations include 309 W Sul Ross and 109 N. 8th Street

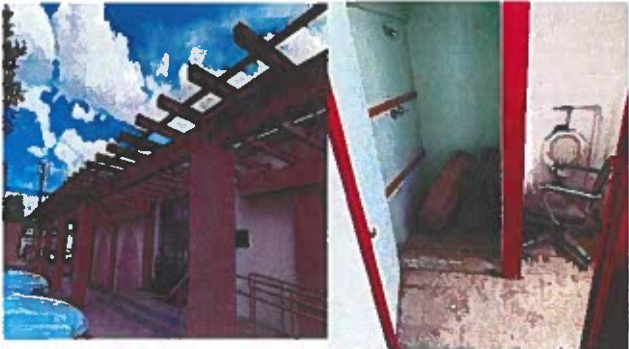
FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$	

FUNDING SOURCE
Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED
Reduced maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
Increased maintenance costs

PERFORMANCE MEASURES



EASTSIDE SEWER EXTENSION

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,700,000.00

PRIORITY LEVEL

2



PROJECT DESCRIPTION

To provide service to the Eastside of Alpine, to include annexed areas with no current access to sewer services. Project consists of laying 8,200 feet of sewer lines, 2250 feet of forced main, and a new larger lift station to handle the additional sewage. The larger lift station would replace the existing four lift stations currently in use. Project would provide access to sewer services to Travelodge, Penny Diner, Mobile Home Park, Best Value Inn, Tri-County Steel and Concrete, Big Bend Saddlery, Hip O Taxidermy, Valero, Outwest Feed and Supply, Oasis Tire Company, Alpine Auto Sales, Quality Inn, RV Park, Alon, Holiday Inn Express, Pizza Hut, Tractor Supply, McCoy's Building Supply, Dairy Queen, Big Bend Mini Storage, Sul Ross Meat Market and other possible economic development in the area. The initial engineering review and recommendations has been completed.

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 333,728.46	\$ 333,728.46	\$ 333,728.46	\$ 333,728.46	\$ 333,728.46	

FUNDING SOURCE

Utility operating budget

TWDB - Texas Water Development Board Grant/Funding Opportunities

USDA

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance and labor

Cost analysis is outdated and true cost in current market would be substantially higher

OPERATING BUDGET IMPACT IF NOT COMPLETED

Reduced Economic Development

PERFORMANCE MEASURES

Attachment 5 – Opinion of Probable Cost

Item	Description	Unit	Quantity	Unit Cost	Total Cost
Construction Costs					
1	Bonds and Mobilization	LS	1	\$50,000.00	\$50,000.00
2	Proposed Hwy 67 Lift Station	LS	1	\$350,000.00	\$350,000.00
3	Pre-cast Concrete Manhole	EA	17	\$5,000.00	\$85,000.00
4	6" DR21 CL200 PVC Sewer Force Main	LF	2,250	\$30.00	\$67,500.00
5	6" SDR 35 PVC Sewer Line	LF	6,550	\$50.00	\$327,500.00
6	8" SDR 35 PVC Sewer Line	LF	1,850	\$60.00	\$99,000.00
7	14" Bore and Steel Encasement	LF	120	\$200.00	\$24,000.00
8	6" and 8" Slick Bores	LF	2,200	\$100.00	\$220,000.00
9	Force Main Connection	EA	1	\$1,500.00	\$1,500.00
10	Sewer Service Connections	EA	23	\$1,000.00	\$23,000.00
11	Metal Detectable Tape	LF	10,450	\$0.25	\$2,612.50
Construction Sub-Total					\$1,250,112.50
Contingencies (10%)					\$125,011.25
CONSTRUCTION TOTAL					\$1,375,123.75
Non-Construction Costs					
Engineering and Surveying (15%)					Total Cost
Inspection					\$206,288.56
ROW Acquisition					\$80,000.00
ENGINEERING SERVICES TOTAL					\$286,288.56
PROJECT TOTAL					\$1,661,412.31

HOUSEHOLD HAZARDOUS WASTE

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

ENVIRONMENTAL SERVICES COORDINATOR

PROJECTED EXPENSE

\$ 37,000.00

PRIORITY LEVEL 2



PROJECT DESCRIPTION

In order to address the need of proper hazardous waste materials from household residents (paint, antifreeze, single -use batteries, herbicides and pesticides), Environmental Service's project would consist of constructing a secure location for offsite storage of the materials before being properly disposed of.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,000.00	\$ 17,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

SWAC Grant funding

OPERATING BUDGET IMPACT IF COMPLETED

Additional disposal expenses

Current market prices for materials have increased dramatically

OPERATING BUDGET IMPACT IF NOT COMPLETED

Cost increase to cover illegal dumping

PERFORMANCE MEASURES

AUTOMATED WELL METERS

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 90,000.00

PRIORITY LEVEL 2



PROJECT DESCRIPTION

City currently has thirteen water wells. Update current manual metering methods at each well sight to gain clear data collections and consistent communication with SCADA system. Could be included with the update of residential meters to smart meters.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

Typical Smart Water Meter System

A wire runs from the water meter inside the home to a communications module located outside the home which in turn wirelessly communicates interval data to the smart electric meter. The smart electric meter later sends the data back to the utility.



Musquiz Well Refurbishment

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 125,000.00

PRIORITY LEVEL 2



PROJECT DESCRIPTION

Project would consist of bringing Musquiz's wells 8 and 9 back online to help relieve the load on the other wells in the area. Project can be completed in phases.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 75,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

Will need to re-quote project

OPERATING BUDGET IMPACT IF COMPLETED

Decrease maintenance and demand on current operational wells

OPERATING BUDGET IMPACT IF NOT COMPLETED

Continued maintenance and demand on operational wells

PERFORMANCE MEASURES



SMART WATER METERS

RESPONSIBLE DEPARTMENT

Automated Meter Infrastructure and Smart Water Metering

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,400,000.00

PRIORITY LEVEL

2



PROJECT DESCRIPTION

City currently has roughly 2800 meters that are read monthly by one employee. Updating to smart meters would reduce the amount of labor needed to collect data on each meter. It would enable better oversight of water sales, water losses, and disputes on usage. Would provide up to date information and allow citizens more visibility to their usage. This project could be completed in phases over multiple years. Project can be implemented in phases to address available funding.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 400,000.00	

FUNDING SOURCE

Utility operating budget
Possible use of grant funding - American Rescue Plan Act
Texas Water Development Board Grants/Loans
Infrastructure Bill

OPERATING BUDGET IMPACT IF COMPLETED

Increase revenue from improved meter readings
Reduced meter reading and billing time

OPERATING BUDGET IMPACT IF NOT COMPLETED

Continued loss of revenue from inaccurate meter readings

PERFORMANCE MEASURES

Improved customer service satisfaction
Increased revenue

Typical Smart Water Meter System

A wire runs from the water meter inside the home to a communications module located outside the home which in turn wirelessly communicates interval data to the smart electric meter. The smart electric meter later sends the data back to the utility.



MANHOLES

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 200,000.00

PRIORITY LEVEL 2



PROJECT DESCRIPTION

Project would involve the addition, replacement, and the increase of grade of multiple manholes around the City of Alpine. Project could be completed in phases and meet state requirements. Cost of project are estimated at this time. Once an evaluation is completed, the CIP would be adjusted to include updated costs.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

SUL ROSS STORAGE TANKS

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 50,000.00

PRIORITY LEVEL 3

Tank: Sul Ross #1

500,000 gallon capacity.

32' High / 52' Diameter

Overflow Level: 29'



PROJECT DESCRIPTION

There are two storage tanks located on Sul Ross campus that have been under question as to ownership. TCEQ provided information that the City is responsible for actual maintenance of the tanks as the water stored in them is City owned. These tanks will need to be refurbished; which includes repairing rust spots, repainting, installing manual level indicators and instillation of SCADA monitoring.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

Possible TCEQ Fines

PERFORMANCE MEASURES

Tank: Sul Ross #2

100,000 gallon capacity.

25' High / 26' Diameter

Overflow Level: 23'





CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 AIRPORT

AIRPORT MASTER - LAYOUT PLAN UPDATING

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

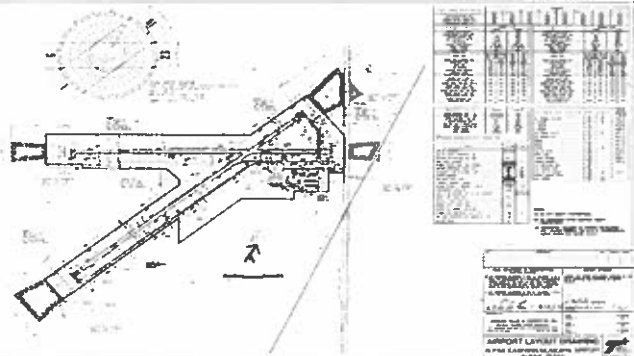
\$ 150,000

PRIORITY LEVEL

1

PROJECT DESCRIPTION

The current airport masterplan and layout plan is over 10 years old. The plan is utilized for grant planning and future development. It is important to keep current. ***FY 2022-2023 budgeted City matching portion based on TxDOT Aviation CIP***



FINANCIAL PLAN	2022-2023 Year 1	2023-2024 Year 2	2024-2025 Year 3	2025-2026 Year 4	2026-2027 Year 5	
	\$ 25,000		\$ -	\$ -	\$ -	Funding allocated FY 2023, dependent on TxDOT Aviation

FUNDING SOURCE

TxDOT Aviation Grant funding and matching Airport Operating Funds

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

Possible decline in further expansion and grant opportunities.

PERFORMANCE MEASURES

Improved development and needs plan for the airport.

AIRPORT AWOS UPGRADE AND RELOCATION

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 175,000

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Replace and relocate outdated AWOS - Automated Weather Observing System.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 21,875	\$ 21,875				
Dependent on TxDOT	\$ 43,750					

FUNDING SOURCE

Texas Department of Transportation - Aviation Division grant support project. 75% funded by State, 25% funded by City of Alpine. TxDOT Aviation CIP lists the project to be eligible for funding in either FY2024 or FY2025. City required match - \$43,750.

OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

Continued maintenance expenses

PERFORMANCE MEASURES

Passing of annual inspection without additional required maintenance or equipment replacement

Update

AIRPORT TAXIWAY EXPANSION

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 60,000.00

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Expansion of taxiway to new hangar construction. FY 2021 - 2022 - due to increase pricing of paving - contract award for first phase of paving for \$60,000.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	

FY 2021-2022 - portion of taxiway paved for \$60,000

FUNDING SOURCE

Airport Operating Budget

Yearly allocation dependent on FAA & TxDOT Aviation required City Matching

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

Update

Project Modified: FY 2021-2022

New taxiway will now be extended from the current taxiway going to the west which will run on the northside of hangar #43 and hangar #44. Taxiway will run to the end of hangar #39 which will allow for further taxiway expansion and hangars to the south.

Cost will be renegotiated for the allowable limit of \$60,000 or less.

AIRPORT ROTATOR BEACON

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 15,000 PRIORITY LEVEL 1



PROJECT DESCRIPTION

Replacement of current outdated rotating beacon. Current beacon continues to decline in providing a consistent lighting source for aviation.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 3,500	\$ 3,500				

FUNDING SOURCE

Airport Operating Budget

TxDOT Aviation RAMP Grant

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased Maintenance, safety concerns

PERFORMANCE MEASURES

CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
FY 2024 - FY 2028

AIRPORT RUNWAY 5/23 - CRACK SEAL/SEALCOAT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$394,500

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Crack seal/Seal coat runway 05/23

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5
		\$19,725.00	\$19,725.00	\$0.00	

FUNDING SOURCE

Estimated Project Expense- Based on prior year project (Rehab 1/19) and dependent on Texas Department of Transportation - Aviation Division Funding. 90% funded by FAA/State, 10% funded by City of Alpine. City required estimated match \$39,450. Other possible funding source depending on size/cost of project could be Ramp Grant which is a 50/50 split.

OPERATING BUDGET IMPACT IF COMPLETED

Sealer/Manpower/Foreign Object Debris (FOD) Removal

OPERATING BUDGET IMPACT IF NOT COMPLETED

Potential liability for airplane engine replacement for ingesting FOD

PERFORMANCE MEASURES

Rehabbing the surface will provide longevity over the useful life of the runway.

AIRPORT KUBOTA-TUG UPGRADE

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 15,000

PRIORITY LEVEL

2



PROJECT DESCRIPTION

Airport currently utilizes two different pieces of equipment (4 wheeler and Tug) to complete multiple tasks. The purchase of a Kubota would eliminate both out dated pieces of equipment and will be utilized as a tug, bed can be used to place herbicide tank which is used to spray around runway lights/fence line, can be used by guest to transport baggage to terminal/vehicle/plane and vice versa, field maintenance (check lighting, fence perimeter check, use cargo area for weed eater/tools)

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 15,000	\$ -	\$ -	\$ -	

FUNDING SOURCE

Airport Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

AIRPORT COVERED PARKING AREA

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 20,000

PRIORITY LEVEL 3



PROJECT DESCRIPTION

Provide covered parking for airport customers and staff. Include designated handicap parking. No covered parking is currently provided.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 10,000	\$ 10,000			

FUNDING SOURCE

Airport Operating Fund

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 TOURISM (HOT FUND)

WINDOWS AND WALLS

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 45,000.00

PRIORITY LEVEL

1

PROJECT DESCRIPTION

With the new addition it was necessary to replace the one window that remained on the south wall that connects the original building with the addition. The original windows are not a standard size, many cannot be opened, are damaged allowing bugs to enter the building, and most do not have screens. This leaves 6 windows on the west and north sides of the building that need replaced. Because the window frames must be rebuilt to accommodate the standard size windows, interior and exterior walls will have to be repaired and repainted as part of this process. This would also included all new interior and exterior trim to replace rotting and damaged wood. The exterior of the building also needs new stucco to repair years of natural deterioration and to better match the new addition.



	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
exterior stucco & paint	\$15,000			\$ -	\$ -	
windows	\$7,000					
interior walls	\$10,000					

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance and possible long term damages

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenence

PERFORMANCE MEASURES

Interior Layout and Floors

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 75,000.00

PRIORITY LEVEL 1

PROJECT DESCRIPTION

With the new southside entrance to the covered patio and the addition of the restrooms the Visitor Center interior layout needs reconfigured to allow for a more open space that will provide an interactive children's display, a utility closet with a proper sink, and conference and office area that is closed off to the public. The first step of this process will be to remove the indoor restroom completely. Next remove the current kitchen sink and refrigerator that are not used regularly. With the kitchen eliminated the hot water heater that is located in a small utility closet next to the restroom needs relocated to where the kitchen was. This will put it on the same side of the hall as the HVAC. A new mop sink will be added to the new utility closet with the existing plumbing from the removed kitchen sink. With the hot water heater relocated and the restroom and utility closet removed the area can become a designated play space for kids with an interactive display on the history of Alpine including the railroad, baseball and rodeo. Part of reconfiguring the interior space will be to then replace all the existing flooring. The main space as very old laminate that is damaged in places and with walls removed and spaces opened up there would then be 4 different types of flooring. Everything will be replaced with commercial flooring that can withstand high traffic. The last part of the interior layout changes would be a new door to the conference/office area that separates it from the public space and allows for private meetings.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance and possible long term damages

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES



ROOF AND CEILING REPAIR

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$50,000.00

PRIORITY LEVEL 1

Split in the ceiling in the main visitor space. One of many places where the ceiling is obviously not level.



PROJECT DESCRIPTION

The ceiling at the Visitor Center is in need of structural repairs to prevent further damage to the building and it's contents. The trusses need replaced to ensure the structure is sound. Once that is complete a new ceiling can be installed and new lighting. The current lighting is florescent which is not energy efficient and is much too stark for the friendly environment. Part of this process will also be to repair any damages to the roof to prevent leaks. While I have not personally had water leaking into the building there are visible water damage spots on the ceiling from past leaks.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance and possible long term damages

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenence

PERFORMANCE MEASURES



PORCH REPAIR AND NEW SIDEWALKS

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 45,000.00

PRIORITY LEVEL 2

PROJECT DESCRIPTION

The Visitor Center is a prime location for visitors coming into Alpine. With the completion of the new pavilion and restrooms the existing building is in need of repairs and updates. The exterior of the original building needs the following updates to keep maintained - front porch post replacement (current posts have started to rot), porch and post lighting (dark sky compliant like the new lighting in back), electrical updates, metal on underside of front porch to protect from elements, eliminate one set of steps, make new wider steps to main front door, new walkways from the street parking to the front door, pipe fencing addition to the current small rock wall to add for protection from traffic during events.



FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance and possible long term damages

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance

PERFORMANCE MEASURES

VISITOR CENTER UPDATE

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 45,000.00

PRIORITY LEVEL

2



PROJECT DESCRIPTION

The Visitor Center is a prime location for visitors coming into Alpine. The facility outside is currently being updated to match the continued needs of tourism and growing events. The facility itself needs the following updates to keep maintained - front porch post replacement (current posts have started to rot), porch lighting, interior lighting and ceiling repair, remodel of kitchen area (currently not utilized for original purpose), and addition of children's area. The project would also include updating the current front fencing area to provide a safer transition from the visitor center to HWY 90. This project will be completed in phases.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 22,500.00	\$ 22,500.00	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance and possible long term damages

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance

PERFORMANCE MEASURES



DOWNTOWN VISITOR KIOSK

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 35,000.00

PRIORITY LEVEL

3



PROJECT DESCRIPTION

While the current Visitor Center is a prime location it would benefit our organization to have a presence directly on Holland Ave or Murphy Street. The preferred location would be to get permission to use one of the corners where either street intersects with 5th street. This would not be a building but rather a free standing kiosk. Many communities have these featuring large maps and information pamphlets for visitors similar to the first picture. Community partners could help off set the cost of this project through sponsorships or ad spots on the displays. In addition to the downtown locations an information kiosk at Sul Ross State University and Kokernot Park would also be ideal locations to target visitor traffic. Design could include placing the kiosk in a gazebo type structure to also provide additional shading for visitors.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 GAS DEPARTMENT**

HVAC SYSTEM

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

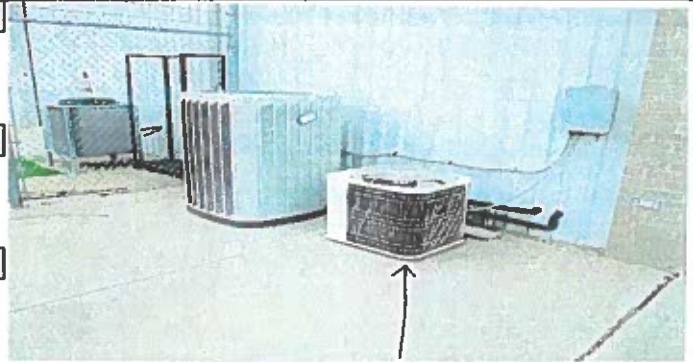
DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 35,000

PRIORITY LEVEL

2



PROJECT DESCRIPTION

Update/Replace current system.

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

Gas Department Operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

GAS DEPT BUILDING UPDATES

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

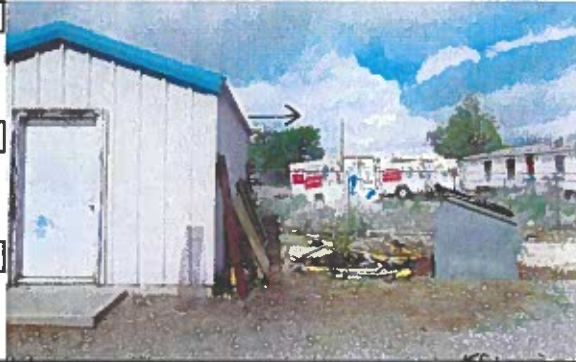
PROJECT MANAGER

DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 50,000

PRIORITY LEVEL 2



PROJECT DESCRIPTION

Continued maintenance of facility to include additional coverage and update of poly line storage

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000	\$ 30,000			

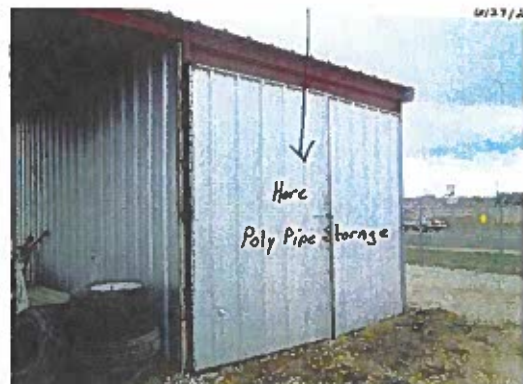
FUNDING SOURCE

Gas Department operating fund

OPERATING BUDGET IMPACT IF COMPLETED

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES



AUTOMATED METER READERS

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

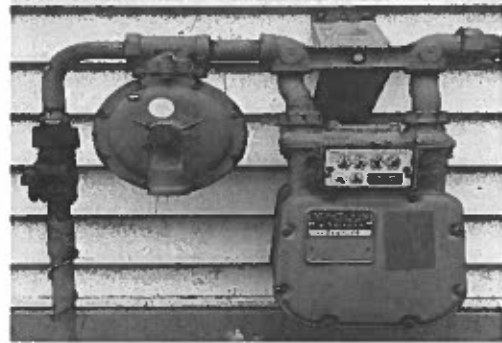
DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 204,432

PRIORITY LEVEL

2



PROJECT DESCRIPTION

City currently has roughly 1900 meters that are read first week of each month by the whole department. Updating to smart meters would reduce the amount of labor needed to collect data on each meter. It would enable better oversight of gas sales, gas losses, and disputes on usage. Would provide up to date information and allow citizens more visibility to their usage. This project could be completed in phases over multiple years. Project can be implemented in phases to address available funding.

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
ERT 100g Datalogging	\$ 48,700	\$ 52,000	\$ 52,000	\$ 52,000		
Itron Mobile Radio	\$ 3,162.00					
Temetra Driveby	\$ 5,150.00					
Temetra Network Setup	\$ 1,200.00					

FUNDING SOURCE

Gas Department operating budget

OPERATING BUDGET IMPACT IF COMPLETED

Less overtime to complete railroad commission mandatory replacement projects.

OPERATING BUDGET IMPACT IF NOT COMPLETED


Lost man hours spent reading meters and rereading meters, impacting DIMP projects.

PERFORMANCE MEASURES



**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2024 – 2028 COMPLETED/ POSTPONED**

ALPINE SCHOOL HOUSE REMODEL

RESPONSIBLE DEPARTMENT	
FINANCE DEPARTMENT	
PROJECT MANAGER	
DIRECTOR OF FINANCE	
PROJECTED EXPENSE	

PROJECT DESCRIPTION
Remodel of City owned facility currently not being utilized as a response to the Covid-19 Pandemic and need to social distance and growing staff located at City Hall. Remodel includes construction of reception/payment window, flooring, plumbing, electrical, HVAC, and painting of facility. ***FY 2021-2022 - Renovations completed***

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE
American Rescue Plan Act - infrastructure improvements to include social distancing

OPERATING BUDGET IMPACT IF COMPLETED
Regular maintenance costs
Regular utilities costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
Continued deterioration of city owned property - extensive repairs

PERFORMANCE MEASURES

Alpine Police Dispatch Computers

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

\$ 25,000

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Replace outdated computers over the next five years in the Dispatch office.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	

FUNDING SOURCE

General Fund Operating - Police Department

Outside grant funding possibilities

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

Maintenance

PERFORMANCE MEASURES

APD K-9 UNIT

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE



PROJECT DESCRIPTION

K-9 donated by New Mexico HIDTA unit - FY 2021-2022*

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE

GRANT FUNDED

OPERATING BUDGET IMPACT IF COMPLETED

Additional cost of feed and care of K-9

Staffing

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES

Increase in possible asset forfeiture funds for use by the Police Department

APD -MOBILE HAND HELD UNITS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE



PROJECT DESCRIPTION

Replace 16 outdated/inoperable radios. This project will be completed in phases.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE

GRANT FUNDED

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

MOBILE DATA TERMINALS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE



PROJECT DESCRIPTION

Equip five APD vehicles with mobile data terminals.

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE

GRANT FUNDED

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

Alpine Police Station Building Maintenance - Remodel

RESPONSIBLE DEPARTMENT

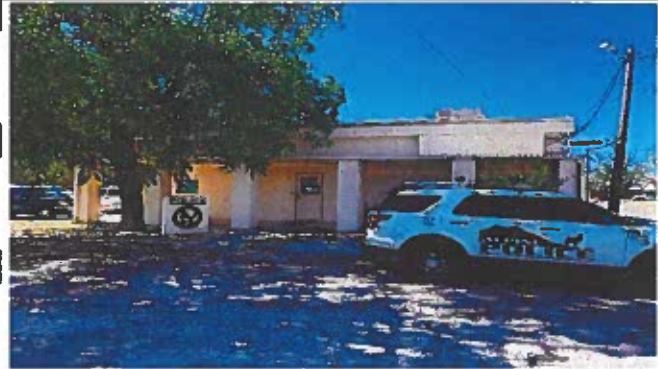
ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

\$ -



PROJECT DESCRIPTION

FY 2021 - 2022 APD updated flooring, paint, and maintenance of facility*

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE

General Fund Operating - Police Department

Outside grant funding possibilities

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

Maintenance

PERFORMANCE MEASURES

CAT CONDOS

RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

PROJECT MANAGER

ANIMAL SERVICES SUPERVISOR

PROJECTED EXPENSE

\$ 10,000

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Build and install additional cat housing units. The fluctuation of cats coming into the shelter has required placement of animals in other room

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000					

FUNDING SOURCE

General Fund Operating Budget - Animal Control Services Department

OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

ANIMAL SHELTER HVAC

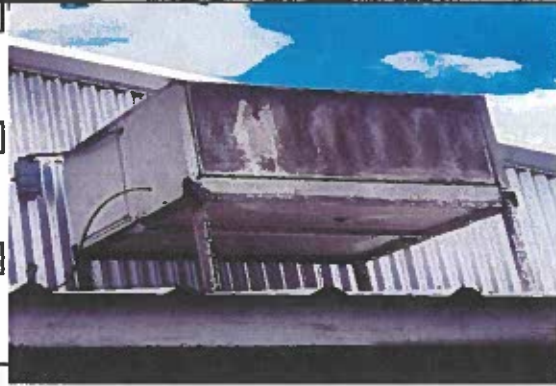
RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

PROJECT MANAGER

ANIMAL SERVICES SUPERVISOR

PROJECTED EXPENSE



PROJECT DESCRIPTION

Replace/upgrade current swamp cooler unit to HVAC system to better accommodate facility

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Year 1	Year 2	Year 3	Year 4	Year 5

FUNDING SOURCE

General Fund Operating Budget - Animal Control Services Department

OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

APD - HOLDING CELLS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

\$ 10,000

PRIORITY LEVEL 2



PROJECT DESCRIPTION

Installation of two holding cells for use to hold detainees prior to magistration.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000					

FUNDING SOURCE

General Fund Operating - Police Department

OPERATING BUDGET IMPACT IF COMPLETED

Increase in personal and maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

Magistration process

On Hold

APD - LICENSE PLATE READER

RESPONSIBLE DEPARTMENT

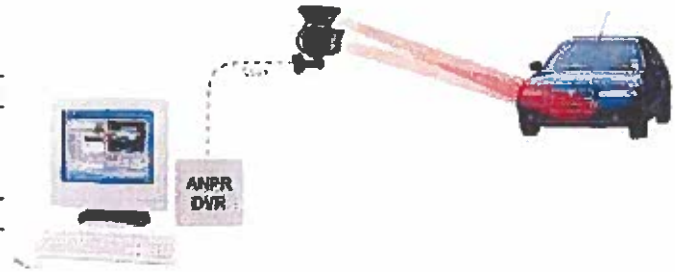
ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

\$ -



PROJECT DESCRIPTION

Provide continues surveillance of traffic interdiction and monitoring of stolen vehicles, wanted persons, and vehicles listed under "bolo's" for drug or human trafficking ***FY 2021-2022 - APD requested asset to be postpone until equipment was suited for needs of the department***

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	

FUNDING SOURCE

General Fund Operating - Police Department

Law Enforcement Grant possibilities

OPERATING BUDGET IMPACT IF COMPLETED


No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

INCINERATOR

RESPONSIBLE DEPARTMENT		
ANIMAL CONTROL SERVICES		
PROJECT MANAGER		
JENNIFER STEWART, ACO SUPERVISOR		
PROJECTED EXPENSE		
\$ 120,000	PRIORITY LEVEL	3
PROJECT DESCRIPTION		

****FY 2021-2022 decision made to continue on going maintenance until City funds are available to purchase. Estimated cost upon initial research is \$80,000 - \$120,000****

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
		\$ 60,000	\$ 60,000			

FUNDING SOURCE
General Fund Operating Budget - Animal Control Services Department


OPERATING BUDGET IMPACT IF COMPLETED
N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED
N/A

PERFORMANCE MEASURES



SPLASH PAD

RESPONSIBLE DEPARTMENT		
PUBLIC WORKS - PARKS DEPARTMENT		
PROJECT MANAGER		
PARKS FOREMAN		
PROJECTED EXPENSE		
\$300,000	PRIORITY LEVEL	2
PROJECT DESCRIPTION		
The installation of a splash pad at Kokernot park		

FINANCIAL PLAN	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$50,000	\$50,000	\$50,000	\$50,000	\$100,000	Prior CIP - \$50,000 allocated

FUNDING SOURCE
Prior CIP - City allocation 25% and 75% from donations and outside entities
Financial Plan includes full cost with not additional outside funding

OPERATING BUDGET IMPACT IF COMPLETED
Additional maintenance and insurance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED
No Impact

PERFORMANCE MEASURES

BACKHOE

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 90,000.00

PRIORITY LEVEL 1



PROJECT DESCRIPTION

Purchase of new backhoe to replace current backhoe, which is over 20 years old. Older backhoe will be kept as a backup and use for situations that require two crews to operate at once. ***FY 2022-2023 - re-evaluation of department needs resulting in the purchase of a walk behind trencher***

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5
	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCE

Utility operating budget

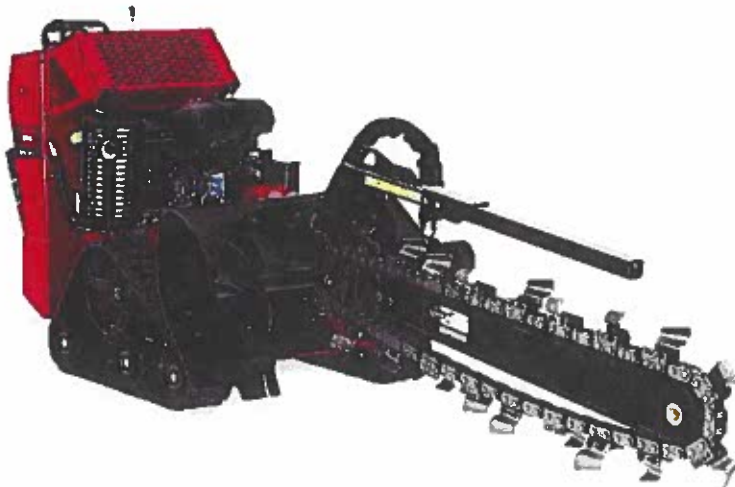
OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance fees

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance fees

PERFORMANCE MEASURES



AIRPORT RUNWAY LIGHTING PROJECT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE

DESIGN PHASE	\$	72,000
CONSTRUCTION PHASE	\$	950,000
TOTAL	\$	1,022,000
PRIORITY LEVEL		1



PROJECT DESCRIPTION

Design and construction of new lighting system along runways and taxiways. Current system is no longer supported.

FINANCIAL PLAN	2022-2023 Year 1	2023-2024 Year 2	2024-2025 Year 3	2025-2026 Year 4	2026-2027 Year 5	
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PAID FY 2021-2022

Design phase paid FY2020 through CARES Funds

FUNDING SOURCE

Texas Department of Transportation - Aviation Division grant & FAA support project. 90% funded by FAA/State, 10% funded by City of Alpine. City required match \$7,200 for design phase and \$95,000 for construction phase. Currently waiting final approval for construction phase before processing City Match. Matching funds may be expended in FY 2021-2022 or FY 2022-2023 dependent on request from **TXDOT Aviation**.

OPERATING BUDGET IMPACT IF COMPLETED

Decrease maintenance expense

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance and inability to provide 24 hour service. Current lighting system has become obsolete and acquiring parts has become harder and harder.

PERFORMANCE MEASURES

Maintain current airport operation 24/7

Update

Going to TXDOT Aviation Commission in June 2022, advertising in July 2022, with Pre Construction to begin in August/September 2022

AIRPORT RUNWAY 1/19 SEALCOAT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

AIRPORT SUPERVISOR

PROJECTED EXPENSE



PROJECT DESCRIPTION

Seal coat runway 1/19

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	

City's required match paid in FY 2020/2021. Pending completion

FUNDING SOURCE

Texas Department of Transportation - Aviation Division grant & FAA support project. 90% funded by FAA/State, 10% funded by City of Alpine. City required match \$59,000

OPERATING BUDGET IMPACT IF COMPLETED

Sealer/Manpower/Foreign Object Debris (FOD) Removal

OPERATING BUDGET IMPACT IF NOT COMPLETED

Potential liability for airplane engine replacement for ingesting FOD

PERFORMANCE MEASURES

Rehabbing the surface will provide longevity over the useful life of the runway.

Update

VISITOR CENTER OUTDOOR REMODEL

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE



PROJECT DESCRIPTION

Project includes the construction of two public restrooms, assessable to the public, additional storage, patio area, and pavilion. Council approved the project in FY 2020-2021, utilizing a portion of the operating budget and fund balance. The project will be completed in FY 2022

FINANCIAL PLAN						
	Year 1	Year 2	Year 3	Year 4	Year 5	

Council Approved Expenditure
utilizing HOT Fund Balance 6/15/2021

FUNDING SOURCE

HOT Fund - Operating and Fund Balance

OPERATING BUDGET IMPACT IF COMPLETED

Increased maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



PORTABLE STAGE

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

VISITOR CENTER COORDINATOR

PROJECTED EXPENSE



PROJECT DESCRIPTION

With the addition of the public restrooms and the southside patio the intention is to become a prime location for outdoor concerts by closing the newly paved alleys for events. In order to accommodate large groups, provide a professional setting for artists and maximum viewing for guest a stage is needed. It needs to be mobile so that it can be put into storage when not in use. *****REQUESTED TO BE RE-EVALUATED FOR FUTURE PURCHASE - EVALUATION OF NEW PAVILLION*****

FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Increased liability insurance and maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



RECTIFIER

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 85,000

PRIORITY LEVEL

1



PROJECT DESCRIPTION

Replacement/Upgrade of gas utility rectifier located near/off golf course

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 85,000					

FUNDING SOURCE

Gas Department operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES

BAY COVERAGE

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ -



PROJECT DESCRIPTION

Replace current deteriorated building materials and install wildlife deterrent **** Improvements completed FY 2021-2022****

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ -	\$ -			

FUNDING SOURCE

Gas Department Operating Budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

Maintenance and possible replacement

PERFORMANCE MEASURES



18' TRAILER

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ -



PROJECT DESCRIPTION

Purchase of new trailer

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	

\$

FUNDING SOURCE

Gas Department Operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023

To: Honorable Mayor and City Council
Agenda Item: Action Item 2 – Resolution 2023-07-09
Agenda Sponsor: M. Antrim, City Manager
Memo Prepared By: G. Calderon, City Secretary

SYNOPSIS

Approve Resolution 2023-07-09, a resolution approving the recommended Hotel Occupancy Tax Grant Awards from the Hotel Occupancy Tax Committee for the Fiscal Year 2023-2024. (M. Antrim, City Manager)

BACKGROUND

- The Hotel Occupancy Tax Committee met on June 21st and on July 10th to discuss this year's HOT Grant Applications.
- This year's HOT Grant Application period began on April 6, 2023, and the deadline to submit the application was on May 5, 2023, at 5:00 p.m.
- The City received a total of 31 applications totaling \$1,055,997. Cuts were needed in order to meet the available funding of \$400,000.
- The HOT Committee has made the official recommendation for award of HOT Grants for the Fiscal Year 2023-2024.

SUPPORTING MATERIALS

1. Resolution 2023-07-09.
2. HOT Committee Report.
 - a. Spreadsheet of Total Requests.
 - b. Spreadsheet of Funding Recommendation.

STAFF RECOMMENDATION

APPROVE.

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2023-07-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS APPROVING THE RECOMMENDED HOTEL OCCUPANCY TAX GRANT AWARDS FROM THE HOTEL OCCUPANCY TAX COMMITTEE FOR THE FISCAL YEAR 2023-2024.

WHEREAS, the City Council of the City of Alpine seeks to promote tourism and development throughout the limits of the city through the efficient use of Hotel Occupancy Tax; and

WHEREAS, the City Council has cause in pursuit of their legislative duties to promote the participation of citizens and to receive formal input from them on a variety of issues; and

WHEREAS, the Hotel Occupancy Tax (HOT) Committee was established by the City Council on February 18, 2020, to make recommendations for annual awards of HOT Grants; and

WHEREAS, the HOT Committee has met and has made the official recommendation for the appropriation of Hotel Occupancy Tax grant funding for the Fiscal Year 2023-2024, which the City Council deems appropriate to accept.

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

SECTION 1. The official recommendation of the Hotel Occupancy Tax Committee is hereto attached as "Exhibit A."

SECTION 2. The City Council hereby approves of "Exhibit A" and awards Hotel Occupancy Tax grants to applicants as outlined therein.

SECTION 3. This resolution takes effect immediately upon its passage.

PASSED AND APPROVED THIS THE 18TH DAY OF JULY 2023 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Catherine Eaves, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

EXHIBIT “A”

Recommendation from the City of Alpine Hotel Occupancy Tax (HOT) Committee to the Alpine City Council for the appropriation of HOT funds for the 2023-2024 Fiscal Year.

The Hotel Occupancy Tax Committee met on July 10, 2023, to review all HOT grant applications that were received within the posted application window. The applicants and their proposals were considered according to the following criteria.

- Impact on overnight hotel stays
- Professionalism of application, soundness of business and promotional plan
- Capacity to host successful program or event
- Diversity of revenues (not relying solely on HOT funds for operations)
- Encouraging new events or activities
- Innovative programs

The Committee is enthusiastic about the proposed events and their contributions to the City and its community – especially their ability to encourage overnight visitation to Alpine – and recommends funding the following grants in the amounts listed below for a total of \$400,000.

1. Alcove – Work Out West
Grant Total: \$5,000 (\$5,000 Advertising)
2. Alpine Independent School District – Kokernot Field Restorations
Grant Total: \$25,000 (\$5,000 Advertising, \$20,000 Historical)
3. Alpine’s Gallery Night, Inc. – ArtWalk
Grant Total: \$35,000 (\$20,000 Advertising, \$15,000 Arts)
4. Alpine’s Gallery Night, Inc. – Spirits of the West Wine & Beef Festival
Grant Total: \$23,550 (\$14,025 Advertising, \$9,525 Arts)
5. Big Bend Bluegrass Association – Big Bend Bluegrass Festival
Grant Total: \$22,400 (\$00 Civic Center Use, \$10,000 Advertising, \$12,000 Arts)
6. Big Bend Collective LLC Transpecos Jeeps – Alpine Circular Van
Grant Total: \$5,000 (\$5,000 Advertising)
7. Big Bend Community Baseball & Softball, Inc. – Alpine Cowboys Baseball
Grant Total: \$20,000 (\$10,000 Advertising, \$5,000 Sporting Events, \$5,000 Historical)
8. Big Bend Film Commission
Grant Total: \$22,050 (\$22,050 Advertising)
9. Big Bend Ranch Rodeo – Big Bend Ranch Rodeo
Grant Total: \$15,000 (\$15,000 Sporting Events)
10. Family Crisis Center of the Big Bend, Inc. – FCCBB Cowboy Dance
Grant Total: \$2,000 (\$500 Advertising, \$1,500 Arts)

11. Historic Alpine – Alpine Ghost Tours
Grant Total: \$12,000 (\$5,000 Advertising, \$4,000 Arts, \$3,000 Historical)
12. Historic Alpine – Historic Alpine Christmas Stroll
Grant Total: \$5,500 (\$5,000 Advertising, \$500 Transportation)
13. Kiwanis of Alpine – July 4th Celebration
Grant Total: \$6,600 (\$4,000 Advertising, \$2,250 Arts, \$350 Sporting Events)
14. Lone Star Cowboy Poetry Gathering
Grant Total: \$50,400 (\$400 Civic Center Use, \$30,000 Advertising, \$18,000 Arts, \$2,000 Transportation)
15. Museum of the Big Bend – 38th Trappings of Texas
Grant Total: \$20,000 (Advertising)
16. Museum of the Big Bend – Museum of the Big Bend Renovation and Expansion
Grant Total: \$25,000 (Historical)
17. Museum of the Big Bend – Museum of the Big Bend
Grant Total: \$20,000 (Advertising)
18. Ole Crystal Bar, LLC – 4th Annual Motorcycle Rally
Grant Total: \$3,500 (\$1,000 Advertising, \$2,500 Arts)
19. Our Lady of Peace Catholic Church – Fall Festival 2023
Grant Total: \$7,000 (\$5,000 Advertising, \$2,000 Arts)
20. Start Local, LLC – Alpine Events
Grant Total: \$5,000 (\$5,000 Advertising)
21. Sul Ross State University Rodeo
Grant Total: \$15,000 (Sporting Events)
22. Theatre of the Big Bend – Theatre of the big Bend
Grant Total: \$20,000 (Advertising)
23. Viva Big Bend – Viva Big Bend
Grant Total: \$35,000 (\$19,250 Advertising, \$15,000 Arts, \$750 Transportation)

REPORT TO THE ALPINE CITY COUNCIL from the HOTEL OCCUPANCY TAX COMMITTEE

Re: 2023-2024 HOT Grant Recommendations

The attached spreadsheets show a comparison of the total requests for grant funds received by the Hotel Occupancy Tax (HOT) Committee against the final recommendation within the assigned grants budget of \$400,000 for the 2023-2024 fiscal year.

This year, **the Committee reviewed \$1,055,997 in funding requests, requiring them to cut \$655,997** to meet the \$400,000 in available funds.

For comparison, last year the total funds requested were \$478,250, requiring only \$78,250 in overall cuts to meet the budget.

As a result, this pressure on the available funds meant that very few of the applications were able to receive a recommendation for the full amount of funding requested, and there were projects that the committee considered quite valuable for the community that were not able to receive recommendations for full or even partial funding.

In particular, \$40,000 in historic restoration/preservation funds were not able to be recommended for the Kokernot Field Restoration project and the Granada Theatre Sign Restoration project.

Additionally, the Committee would have liked to recommend increased advertising funding for several of the applications.

2023-2024 HOT Grant Requests

Organization	Event Name	Civic Center Use	Advertising	Promotion of the Arts	Historical Resto.	Sporting Events	Transportation	Total
Ole Crystal Bar, LLC	Crystal Art Show		\$5,000	\$15,000				\$20,000
Ole Crystal Bar, LLC	Big Bend Music Festival		\$5,000	\$15,000				\$20,000
Ole Crystal Bar, LLC	4th Annual Motorcycle Rally		\$5,000	\$15,000				\$20,000
Family Crisis Center of Big Bend	Cowboy Dance		\$500	\$1,500				\$2,000
Kiwanis	July 4th Celebration		\$4,000	\$2,250				\$6,250
Viva Big Bend	Viva Big Bend		\$19,250	\$15,000			\$750	\$35,000
Alpine's Gallery Night	Spirits of the West Wine & Beef Festival		\$16,000	\$11,500				\$27,500
Alpine's Gallery Night	Alpine's Artwalk 2023		\$25,000	\$20,000				\$45,000
Museum of the Big Bend	Museum of the Big Bend		\$25,000					\$25,000
Museum of the Big Bend	MoBB Renovation and Expansion				\$25,000			\$25,000
Museum of the Big Bend	38th Trapping of Texas		\$25,000					\$25,000
Museum of the Big Bend	Sul Ross State University Rodeo Team					\$15,000		\$15,000
Our Lady of Peace Catholic Church	Fall Festival 2023		\$15,000	\$15,000				\$30,000
Big Bend Ranch Rodeo	Big Bend Ranch Rodeo					\$20,000		\$20,000
Alpine Independent School District	Kokemot Field Restorations			\$5,000	\$20,000	\$20,000		\$45,000
Big Bend Bluegrass Association	Big Bend Bluegrass Festival	\$400	\$10,000	\$15,000				\$25,400
Go Ghana LLC	Afrofest		\$59,944	\$36,800.00		\$42,935	\$48,268	\$187,947
Big Bend Community Baseball & Softball	Alpine Cowboys Baseball		\$14,000		\$10,000	\$10,000		\$34,000
Big Bend Film Commission	Big Bend Film Commission		\$26,000					\$26,000
Sul Ross State University	Kokemot Lodge Activities				\$25,000			\$25,000
Sul Ross State University	Jackson Field Improvements			\$10,000	\$5,000	\$10,000		\$25,000
Granada	Granada Sign Restoration				\$20,000			\$20,000
Alcove	Work Out West		\$12,000					\$12,000
La Sala	Alpine Yoga Retreat		\$2,500				\$1,500	\$4,000
Big Bend Collective LLC Transpecos Jeeps	Alpine Circular Van		\$10,000				\$25,000	\$35,000
Historic Alpine	Historic Alpine Christmas Stroll		\$30,000	\$5,000	\$100,000		\$3,000	\$138,000
Start Local LLC	Alpine Events		\$25,000					\$25,000
Historic Alpine	Alpine Ghost Tours		\$5,000	\$4,000	\$3,000			\$12,000
Lone Star Cowboy Poetry Gathering	Lone Star Cowboy Poetry Gathering	\$400	\$38,000	\$22,000		\$10,000	\$2,000	\$72,400
Theatre of the Big Bend	Kokemot Outdoor Theatre		\$40,000					\$40,000
Alcove	Granada Presents		\$9,000	\$4,500				\$13,500

\$600	\$426,194	\$212,550	\$208,000	\$127,935	\$80,518	\$1,055,997
						Total Available
						\$400,000

Total Available

City Music	\$5,000		
Film Rebate Program	\$5,000		
Total	\$10,000.00		
15% (MAX)	\$93,750	\$93,750	15% (MAX)
Total Arts \$ available for grants	\$93,750	\$93,750	Total Arts \$ available for grants

	15% (MAX)	\$93,750	\$93,750 15% (MAX)
Total Arts \$ available for grants			
		\$83,750	\$93,750 Total Arts \$ available for grants

2023-2024 HOT Committee Recommendation

Organization	Event Name	Civic Center Use	Advertising	Promotion of the Arts	Historical Resto.	Sporting Events	Transportation	Total
Ole Crystal Bar, LLC	Crystal Art Show		\$0	\$0				\$0
Ole Crystal Bar, LLC	Big Bend Music Festival		\$0	\$0				\$0
Ole Crystal Bar, LLC	4th Annual Motorcycle Rally		\$1,000	\$2,500				\$3,500
Family Crisis Center of Big Bend	Cowboy Dance		\$500	\$1,500				\$2,000
Kiwans	July 4th Celebration		\$4,000	\$2,250		\$350		\$6,600
Viva Big Bend	Viva Big Bend		\$19,250	\$15,000			\$750	\$35,000
Alpine's Gallery Night	Spirits of the West Wine & Beef Festival		\$14,025	\$9,525				\$23,550
Alpine's Gallery Night	Alpine's Artwalk 2023		\$20,000	\$15,000				\$35,000
Museum of the Big Bend	Museum of the Big Bend		\$20,000					\$20,000
Museum of the Big Bend	MoBB Renovation and Expansion				\$25,000			\$25,000
Museum of the Big Bend	38th Trapping of Texas		\$20,000					\$20,000
Sul Ross State University Rodeo Team	Sul Ross College Rodeo					\$15,000		\$15,000
Our Lady of Peace Catholic Church	Fall Festival 2023		\$5,000	\$2,000				\$7,000
Big Bend Ranch Rodeo	Big Bend Ranch Rodeo					\$15,000		\$15,000
Alpine Independent School District	Kokemot Field Restorations		\$5,000		\$20,000	\$0		\$25,000
Big Bend Bluegrass Association	Big Bend Bluegrass Festival	\$400	\$10,000	\$12,000				\$22,400
Go Ghana LLC	Afroblast		\$0	\$0.00		\$0	\$0	\$0
Big Bend Community Baseball & Softball	Alpine Cowboys Baseball		\$10,000		\$5,000	\$5,000		\$20,000
Big Bend Film Commission	Big Bend Film Commission		\$22,050					\$22,050
Sul Ross State University	Kokemot Lodge Improvements				\$0			\$0
Sul Ross State University	Jackson Field Activities			\$0	\$0	\$0		\$0
Granada	Granada Sign Restoration		\$5,000		\$0			\$0
Alcove	Work Out West							\$5,000
La Sala	Alpine Yoga Retreat		\$0				\$0	\$0
Big Bend Collective LLC Transpecos Jeeps	Alpine Circular Van		\$5,000				\$0	\$5,000
Historic Alpine	Historic Alpine Christmas Stroll		\$5,000	\$0	\$0		\$500	\$5,500
Start Local LLC	Alpine Events		\$5,000					\$5,000
Historic Alpine	Alpine Ghost Tours		\$5,000	\$4,000	\$3,000			\$12,000
Lone Star Cowboy Poetry Gathering	Lone Star Cowboy Poetry Gathering	\$400	\$30,000	\$18,000		\$0	\$2,000	\$50,400
Theatre of the Big Bend	Kokemot Outdoor Theatre		\$20,000					\$20,000
Granada Theatre	Granada Presents		\$0	\$0				\$0

\$800	\$225,825	\$81,775	\$53,000	\$35,350	\$3,250	\$400,000
						Total Available

City Music

Film Rebate Program

Total

15% (MAX) \$93,750 15% (MAX)

Total Arts \$ available for grants \$83,750 \$93,750 Total Arts \$ available for grants

Committee Notes

These items would be priorities for funding if additional HOT monies were available for grants:

\$20,000	Granada Sign Restoration (Historical)
\$20,000	Kokemot Field Restoration (Historical)
\$50,000	Restore some Advertising funds cut to balance the budget



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 18, 2023

To: Honorable Mayor and City Council
Agenda Item: Action Item 3 – Holiday Calendar
Agenda Sponsor: M. Antrim, City Manager
Memo Prepared By: G. Calderon, City Secretary

SYNOPSIS

Approve the Fiscal Year 2023-2024 City Holiday Calendar. (M. Antrim, City Manager)

BACKGROUND

- The first step of planning meeting calendars for City Council, Municipal Court, and Boards, Commissions, and Committees is reviewing the employee holiday calendar.
- The proposed fiscal year holiday calendar was reviewed by the City Manager and City Secretary and both agreed that the proposed calendar would allow the City to continue to provide a significant benefit to our employees.
- This item is being added to the agenda to facilitate a discussion on the holiday schedule, and to provide the Council with the opportunity to make amendments as desired.
- Once a holiday calendar is approved, a master list of meetings will be presented for approval at the August 1, 2023, City Council meeting.

SUPPORTING MATERIALS

1. Proposed 2023-2024 Holiday List.
2. Proposed 2023-2024 Holiday Calendar.

STAFF RECOMMENDATION

APPROVE.

**CITY OF ALPINE
OFFICIAL HOLIDAYS FOR FY 2023-2024**

COLUMBUS DAY	MONDAY	OCTOBER 9, 2023	1
VETERANS DAY	FRIDAY	NOVEMBER 10, 2023	2
THANKSGIVING DAY	WEDNESDAY	NOVEMBER 22, 2023	3
	THURSDAY	NOVEMBER 23, 2023	4
	FRIDAY	NOVEMBER 24, 2023	5
CHRISTMAS DAY	MONDAY	DECEMBER 25, 2023	6
	TUESDAY	DECEMBER 26, 2023	7
	WEDNESDAY	DECEMBER 27, 2023	8
NEW YEAR'S EVE	FRIDAY	DECEMBER 29, 2023	9
	MONDAY	JANUARY 1, 2023	10
MARTIN LUTHER KING JR DAY	MONDAY	JANUARY 15, 2023	11
PRESIDENT'S DAY	MONDAY	FEBRUARY 19, 2023	12
GOOD FRIDAY	FRIDAY	MARCH 29, 2023	13
	MONDAY	APRIL 1, 2023	14
MEMORIAL DAY	MONDAY	MAY 27, 2024	15
JUNETEENTH	WEDNESDAY	JUNE 19, 2023	16
INDEPENDENCE DAY	THURSDAY	JULY 4, 2023	17
LABOR DAY	MONDAY	SEPTEMBER 2, 2024	18

2023-2024 HOLIDAY CALENDAR

OCTOBER 2023						
WK	SU	MO	TU	WE	TH	FR SA
1	1	2	3	4	5	6 7
2	8	9	10	11	12	13 14
3	15	16	17	18	19	20 21
4	22	23	24	25	26	27 28
5	29	30	31			

NOVEMBER 2023						
WK	SU	MO	TU	WE	TH	FR SA
5				1	2	3 4
6	5	6	7	8	9	10 11
7	12	13	14	15	16	17 18
8	19	20	21	22	23	24 25
9	26	27	28	29	30	

DECEMBER 2023						
WK	SU	MO	TU	WE	TH	FR SA
9						1 2
10	3	4	5	6	7	8 9
11	10	11	12	13	14	15 16
12	17	18	19	20	21	22 23
13	24	25	26	27	28	29 30
14	31					

JANUARY 2024						
WK	SU	MO	TU	WE	TH	FR SA
14	1	2	3	4	5	6
15	7	8	9	10	11	12 13
16	14	15	16	17	18	19 20
17	21	22	23	24	25	26 27
18	28	29	30	31		

FEBRUARY 2024						
WK	SU	MO	TU	WE	TH	FR SA
18					1	2 3
19	4	5	6	7	8	9 10
20	11	12	13	14	15	16 17
21	18	19	20	21	22	23 24
22	25	26	27	28	29	

MARCH 2024						
WK	SU	MO	TU	WE	TH	FR SA
22						1 2
23	3	4	5	6	7	8 9
24	10	11	12	13	14	15 16
25	17	18	19	20	21	22 23
26	24	25	26	27	28	29 30
27	31					

APRIL 2024						
WK	SU	MO	TU	WE	TH	FR SA
27		1	2	3	4	5 6
28	7	8	9	10	11	12 13
29	14	15	16	17	18	19 20
30	21	22	23	24	25	26 27
31	28	29	30			

MAY 2024						
WK	SU	MO	TU	WE	TH	FR SA
31			1	2	3	4
32	5	6	7	8	9	10 11
33	12	13	14	15	16	17 18
34	19	20	21	22	23	24 25
35	26	27	28	29	30	31

JUNE 2024						
WK	SU	MO	TU	WE	TH	FR SA
35						1
36	2	3	4	5	6	7 8
37	9	10	11	12	13	14 15
38	16	17	18	19	20	21 22
39	23	24	25	26	27	28 29
40	30					

JULY 2024						
WK	SU	MO	TU	WE	TH	FR SA
40		1	2	3	4	5 6
41	7	8	9	10	11	12 13
42	14	15	16	17	18	19 20
43	21	22	23	24	25	26 27
44	28	29	30	31		

AUGUST 2024						
WK	SU	MO	TU	WE	TH	FR SA
44					1	2 3
45	4	5	6	7	8	9 10
46	11	12	13	14	15	16 17
47	18	19	20	21	22	23 24
48	25	26	27	28	29	30 31

SEPTEMBER 2024						
WK	SU	MO	TU	WE	TH	FR SA
49	1	2	3	4	5	6 7
50	8	9	10	11	12	13 14
51	15	16	17	18	19	20 21
52	22	23	24	25	26	27 28
53	29	30				

Oct 9	Columbus Day	Jan 15	M L King Day	Jun 19	Juneteenth
Nov 9	Veterans Day	Feb 19	Presidents' Day	Jul 04	Independence Day
Nov 23	Thanksgiving Day	Mar 29	Good Friday	Sep 02	Labor Day
Dec 25	Christmas	Mar 31	Easter Sunday		City Offices Closed
Jan 01	New Years Day	May 27	Memorial Day		

CONCLUSION OVERVIEW

10. **City Council Member Comments** – No discussion or action may take place.

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).

11. **Executive Session** – None.

12. **Action – Executive Session** – None.

13. **Adjourn.**