



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022**

CONSENT AGENDA

3. Approval of the excused absence of Councilor Tandy from the June 7, 2022 Regular City Council Meeting (G. Calderon, City Secretary)

BACKGROUND

1. None.

SUPPORTING MATERIALS

1. None.

STAFF RECOMMENDATION

1. APPROVE.



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022

CONSENT AGENDA

4. Approval of the updated Fiscal Year 2022-2023 Budget Calendar (M. Antrim, City Manager)

BACKGROUND

1. None.

SUPPORTING MATERIALS

1. Fiscal Year 2022-2023 Budget Calendar.

STAFF RECOMMENDATION

1. APPROVE.

City of Alpine FY 2023 Budget Calendar

All dates of local meetings are subject to progress made during workshops.

Meetings and adoption dates are subject to change.

TENTATIVE DATES:

April 19 – Presentation of Budget Calendar and budget discussion

May 10 - Goals and Priorities Workshop

May 23 – HOT Funds Application available

June 7 – 1st Budget Workshop / Draft of CIP (amended to June 21st)

June 21 – 2nd Budget Workshops – Review of annual policies – Draft of CIP

July 1 – Deadline to submit FY 2022 HOT applications

July 5 – ~~Proposed Draft FY 2023 Budget /~~ Approval of CIP

July 5 – ~~Proposed Budget Filed with City Secretary~~

July 7 – Budget Workshop & 3:00 pm

July 13 – Budget Workshop @ 5:00pm

July 19 - Present DRAFT Proposed Budget / File with City Secretary

August 2 - Discuss Tax Rates (dependent on receipt of certified tax roll) / 1st Reading - Budget

August 16 - 2nd Reading and Approval- Budget

September 6 – Adoption of Tax Rate (Dependent on direction of Council)

TENTATIVE DATES: (Internal)

January – April 2022– Initial Discussion with Departments on priorities and goals for FY 2023

April 29 – Department Deadline for CIP

May 11 – City Council Budget Questionnaire Due

May 17 – Draft of CIP

July 21 – Budget Summary notice in Paper

July 25 – Issuance of Certified Tax Roll (Dependent on Appraisal Office and Tax Office)

July 21 & 28 – Notice in Paper for 1st Reading

August 4 & 11 – Notice in Paper for 2nd Reading & Public Hearing – Budget

August 2022 – Notice in Paper for Tax Rate/ 1st Reading & Public Hearing (Dependent on direction Council takes with raising or accepting no new revenue rate)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022**

CONSENT AGENDA

5. Approval of Administrative Assistant Job Description (M. Antrim, City Manager)

BACKGROUND

None.

SUPPORTING MATERIALS

Administrative Assistant Job Description.

STAFF RECOMMENDATION

APPROVE.

Administrative Assistant

Department: Various
Division: Various
Supervisor: Various
Salary: Non-exempt
Status: Full-Time

\$34,320.00 - \$41,600.00 Annually
\$2,860.00 - \$3,466.67 Monthly
\$16.50 - \$20.00 Hourly

Education and Experience: A High School diploma or GED. Five (5) years of office experience and computer experience or any equivalent combination of experience and training that provides the required knowledge, skills, and abilities.

Licenses and Certificates: This position requires a Texas Class "C" Driver's License.

General Purpose

Responsible to the Department Head for the performance of administrative duties required to coordinate the activities of the department. Independent judgment is required and exercise authority delegated by the Department Head. Oversees administrative functions related to the department and the operation of the City.

Typical Duties

- Operate standard and specialized equipment as necessary. Involves: Use copier, fax, printer, scanner, personal computer with generic office productivity software and multi-line telephone.
- Greet and assist City employees, officials and the public as required. Involves: Respond to visitors in a courteous manner.
- Answer phones, take messages or forward inquiries to the appropriate party exercising proper telephone etiquette. Perform miscellaneous tasks as assigned.
- Perform specified clerical, administrative and other support tasks. Involves: Provides staff assistance to the Department Head.
- Prepares and/or reviews complex reports and studies. Provides analysis on a wide variety of administrative or management policies in support of organization goals, priorities and initiatives.
- Produces presentations, as needed, for use with citizens, boards, commissions, employees, area businesses, service agencies, regional groups and other applicable groups to convey information on City programs, service offerings and other related issues.
- Oversees various purchasing activities including the five-year capital plan in relation to expenses **within the departments**. Prepares reports for the public.
- Maintains calendar, meeting schedules and establishes citizen meetings or notices on behalf of the Department Head.
- Conducts research on assigned topics.
- Answers inquiries from the public and provides advanced level staff support to a variety of committees, boards, teams and commissions.
- Recommends, plans and implements changes and administration of personnel policies and guidelines within the department.
- ~~Preparation of all field work for grants and grant programs. Prepares applications and cost estimates for the grant projects.~~
- Confers with the Department Head to discuss the conditions and needs of the **City department**.
- Attends City Council Meetings and advisory board meetings as needed and responds to questions and complaints from General Public. Assist in various aspects of community outreach, coordinating and providing information to a range of government agencies, private sector businesses and the general public.
- Perform a variety of clerical and para-professional tasks to assist staff, as assigned. Refer complex queries to more knowledgeable staff.

Administrative Assistant

Department: Various

Division: Various

Supervisor: Various

Salary: Non-exempt

Status: Full-Time

\$34,320.00 - \$41,600.00 Annually

\$2,860.00 - \$3,466.67 Monthly

\$16.50 - \$20.00 Hourly

- Assists with city functions, special events, may work on-call to handle emergency situations and perform other duties as required or necessary.

Knowledge, Skills, and Abilities

- Application of good knowledge of public administration and government operations.
- Application of good knowledge of public relations principles.
- Application of good knowledge of reading, interpreting, applying and explaining laws, codes, ordinances, rules, regulations, policies and procedures.
- Application of good knowledge in preparing clear and concise reports, including oral, written, and audio/visual presentations.
- Application of good knowledge of research methods.
- Prepare clear, concise oral and written communication.
- Establish and maintain effective working relationships with coworkers, officials, customers, other city departments, and the general public.
- Knowledge of proper safety practices, procedures, and regulations applicable to work being performed.
- Skill in resolving problems or situations requiring the exercise of good judgment.
- Knowledge in various phases of city administration, including policies and procedures, laws and ordinances governing conduct of city administration.
- Skills in budget preparation, reports and studies.
- Ability in planning and organizing work of others.
- Analyze, interpret and report research findings and recommendations.
- Skilled in operating a computer and related software applications including Microsoft Suite of products, Google applications, Word Press (or other web-building software).

Other Job Characteristics

- Lift and carry items up to 50 pounds.
- Occasionally work flexible hours, weekends, holidays, extended hours and mandatory overtime.
- Occasional exposure to irate members of the public.
- Operation of a motor vehicle through City traffic.

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

ACKNOWLEDGEMENT

As evidenced by my signature below, I have read my job description and have fully understood my duties and responsibilities related to my employment with the City of Alpine. I also acknowledge that I am qualified to perform these duties and, with or without reasonable accommodation, can perform the essential functions of this position as described. Further, I understand that if, at any time, I am unclear as to what my job duties and responsibilities are, or what is expected of me, I will notify management immediately to interpret these duties and expectations.

Employee Signature & Date

Employee's Printed Name



CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022

CONSENT AGENDA

6. Approval of Gas Department Compliance Tech and Distribution Integrity Management Program (DIMP) Manager Job Descriptions (M. Antrim, City Manager)

BACKGROUND

None.

SUPPORTING MATERIALS

1. Gas Compliance Tech Job Description
2. DIMP Manager Job Description

STAFF RECOMMENDATION

APPROVE.

Gas Compliance Tech**Department: Gas****Division: Gas****Supervisor: Director****Salary: Non -Exempt****Status: Full-Time**

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

Education and Experience: A high school diploma, plus supervisory experience and related accounting experience. Any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Licenses and Certificates: This position requires a Texas Class "C" Driver's License and maintain appropriate necessary certifications.

General Purpose

This position requires being cross-trained for the relief of the Billing Clerk. Greets customer and accepts various payments; accepts applications for gas service; daily reconciliation of cash; responds to customer inquiries and complaints; enters various types of information into computer system, including new entries and updates of existing information and statistical data; established, files and updates master computer data files and manually searches for files to assist department personnel and outside individuals. Receives visitors, answers telephone calls and performs various other administrative duties. Performs any other duties as assigned by the Gas Utility Director.

Typical Duties

- Checks emails daily for correspondence regarding Texas 811, ongoing projects, training and demos, newspaper advertisements and general correspondence;
- Enters completed service orders into gas utility software and finals/activates accounts accordingly;
- Monitors and updates Operations and Maintenance Manual; Monitors and updates Operator Qualification Program;
- Coordinates Public Awareness Program (PAP) liaison events and works jointly with Paradigm Program. Will measure the effectiveness of program annually via statistical reports;
- Promotes Damage Prevention via Texas 811- Submits 811 correspondences to local Excavators and Homeowners;
- Monitors and serves as liaison along with Gas Utility Director for Emergency Procedures Manual and Emergency First Responders;
- Knowledge of State of Texas Railroad Commission and Federal (PHMSA) rules and regulations; Involved in the yearly State and Federal Audits;
- Assists Gas Utility Director/DIMP Manager with annual PHMSA/Texas Railroad Commission reports;
- Monitors compliance procedures;
- Assists staff with online reporting (Texas Damage Reporting). Serves as SAD (Security Administrator Designee)-Texas Railroad Commission;
- ~~Accepts payments for gas bills and other indebtedness;~~
- Monitors and maintains issuance of final notice and disconnect lists of all billing cycles, processes returned checks and issues credit when appropriate;
- ~~Assists with the daily reconciliation of cash drawer and reconciles daily close out and posting of payments to record and end of month cash posting reports;~~
- Addresses customer complaints and/or service requests in person, by phone or by mail and generates any required service request forms to distribute to the appropriate department or personnel;
- Receives and screens visitors and telephone calls;

Gas Compliance Tech**Department: Gas****Division: Gas****Supervisor: Director****Salary: Non -Exempt****Status: Full-Time**

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

- Responds to contractor/resident inquiries and complaints regarding new construction utilities;
- Calculates and assesses gas connection, removal, increase and relocation fees as necessary;
- As needed assist, prepares and performs all related billing duties, including but not limited to printing end of month reports;
- Prepares work orders as needed;
- ~~Creates, reviews and posts penalty to customer accounts and mails late notices as needed;~~
- Maintains the ability to prepare an up-to-date list of utility customers;
- Assists with the meter reading program;
- Assists with reviewing meter re-reads for any incompatible read, or when abnormally high or low consumption is noted;
- As needed, coordinates a convenient time with customers to read meter if abnormal circumstances exist (i.e., locked gate) and read self-read meter card and account every three (3) months;
- Documents and reports possible leaks at gas meters and service lines; checks for unauthorized connections;
- Maintains a gas leak log for both the Alpine/Fort Davis communities;
- Ensures that all meter readings, connects, disconnects, debits and credits are entered into the computer and makes all corrections and adjustments before closing out the books and mailing the bills;
- Oversees maintenance and updates billing records, consumer deposits, meter records, work orders, penalties, meter readings and re-reads;
- ~~As needed, will retrieve reports for sales tax and monthly sales reports;~~ Oversees maintenance of rates to ensure correct implementation; Maintains various ledgers and logs;
- Educates customers on the gas billing process when necessary; Performs such other related duties as may be assigned.

Knowledge, Skills, and Abilities

- Application of good knowledge of public administration and government operations.
- Application of good knowledge of public relations principles.
- Application of good knowledge of reading, interpreting, applying and explaining laws, codes, ordinances, rules, regulations, policies and procedures.
- Application of good knowledge in preparing clear and concise reports, including oral, written, and audio/visual presentations.
- Application of good knowledge of research methods.
- Prepare clear, concise oral and written communication.
- Establish and maintain effective working relationships with coworkers, officials, customers, other city departments, and the general public.
- Knowledge of proper safety practices, procedures, and regulations applicable to work being performed.
- Skill in resolving problems or situations requiring the exercise of good judgment.
- Knowledge in various phases of city administration, including policies and procedures, laws and ordinances governing conduct of city administration.
- Skills in budget preparation, reports and studies.

Gas Compliance Tech
Department: Gas
Division: Gas
Supervisor: Director
Salary: Non -Exempt
Status: Full-Time

\$43,680.00 - \$66,560.00 Annually
\$3,640.00 - \$5,546.00 Monthly
\$21.00 - \$32.00 Hourly

- Ability in planning and organizing work of others.
- Analyze, interpret and report research findings and recommendations.
- Skilled in operating a computer and related software applications including Microsoft Suite of products, Google applications, Word Press (or other web-building software).

Other Job Characteristics

- Lift and carry items up to 50 pounds.
- Occasionally work flexible hours, weekends, holidays, extended hours and mandatory overtime.
- Occasional exposure to irate members of the public.
- Operation of a motor vehicle through City traffic.

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Employee Signature & Date

Employee's Printed Name

Gas Distribution Integrity Management Program (DIMP)

Department: Gas

Division: Gas

Supervisor: Director & Compliance Tech

Salary: Non -Exempt

Status: Full-Time

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

Education and Experience: A high school diploma, plus five (5) years of progressively responsible experience in the operation, construction and maintenance of gas with supervisor experience, or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities. Must obtain an API 1104 Welding Certification.

Licenses and Certificates: This position requires a Texas Class "C" Driver's License. If performing welding, must obtain and maintain certification per the Natural Gas System Operation, Maintenance, and Emergency Plan. Other appropriate necessary certifications.

General Purpose

Possesses the Service Worker III qualifications and is responsible for the management of the DIMP Program and all required federal and state mandates/regulations.

Typical Duties

- Manages the Distribution Integrity Management Program; Responsible for Inventory Control and purchasing;
- Knowledge of State of Texas Railroad Commission and Federal (PHMSA) rules and regulations;
- Involved in the yearly State and Federal Audits; Posses some ArcGIS Mapping experience and GPS;
- Proficient in Microsoft Office Suite of programs, web design, Basic IT knowledge; Maintains records;
- Must obtain all service worker qualifications;
- Assists with the installation and maintenance of gas lines, mains and services; Assists in constructing gas taps;
- Uses clamps, compressor and hand tools;
- Performs routine maintenance on department tools and equipment;
- Performs general maintenance, including cleaning facilities, clearing brush from right-of- ways, building fences, painting, digging ditches, mowing, trimming and edging;
- Operates equipment in street repair and utility construction, including driving trucks; Sets up barricades, cones and construction signs and flags as needed; and
- Completes paperwork and necessary reports.

Other Important Duties*

- May perform janitorial duties and maintenance at building;
- May perform ~~welding~~ Poly Fusion in construction and maintenance of mains and services in the gas system, including calculating materials needed and operating welding equipment in a safe manner;
- May occasionally operate a truck, front-end loader, backhoe or other equipment; ~~May serve as equipment operator in that person's absence; and~~
- Performs such other related duties as may be assigned.

Knowledge, Skills, and Abilities

- Knowledge of gas system operations; equipment used in construction and maintenance of gas facilities; and the use and care of tools and specialized equipment.

Gas Distribution Integrity Management Program (DIMP)

Department: Gas

Division: Gas

Supervisor: Director & Compliance Tech

Salary: Non -Exempt

Status: Full-Time

\$43,680.00 - \$66,560.00 Annually

\$3,640.00 - \$5,546.00 Monthly

\$21.00 - \$32.00 Hourly

- Work under general supervision; understand and follow instructions.
- Application of good knowledge of public relations principles.
- Application of good knowledge of reading, interpreting, applying and explaining laws, codes, ordinances, rules, regulations, policies and procedures.
- Application of good knowledge in preparing clear and concise reports, including oral, written, and audio/visual presentations.
- Application of good knowledge of research methods.
- Prepare clear, concise oral and written communication.
- Establish and maintain effective working relationships with coworkers, officials, customers, other city departments, and the general public.
- Knowledge of proper safety practices, procedures, and regulations applicable to work being performed.
- Skill in resolving problems or situations requiring the exercise of good judgment.
- Skilled in operating a computer and related software applications including Microsoft Suite of products, Google applications, Word Press (or other web-building software).

Other Job Characteristics

- Lift and carry items up to 100 pounds.
- Occasionally work flexible hours, weekends, holidays, extended hours and mandatory overtime.
- Occasional exposure to irate members of the public.
- Operation of a motor vehicle through City traffic.

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Employee Signature & Date

Employee's Printed Name

INFORMATION OR DISCUSSION OVERVIEW

8. Information or Discussion Items

1. Family Crisis Center Quarterly Report by Program Director, Gina Wilcox (M. Antrim, City Manager)
2. Alpine Volunteer Fire Department Quarterly Report by Fire Chief Andrew Pierce (M. Antrim, City Manager)
3. Discuss Budget Billing for Utilities (J. Stokes, City Council)



**CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022**

INFORMATION OR DISCUSSION

1. Family Crisis Center Quarterly Report by Program Director, Gina Wilcox (M. Antrim, City Manager)

BACKGROUND

1. None.

SUPPORTING MATERIALS

1. None.

STAFF RECOMMENDATION

1. None.



CITY COUNCIL
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INFORMATION OR DISCUSSION

2. Alpine Volunteer Fire Department Quarterly Report by Fire Chief Andrew Pierce (M. Antrim, City Manager)

BACKGROUND

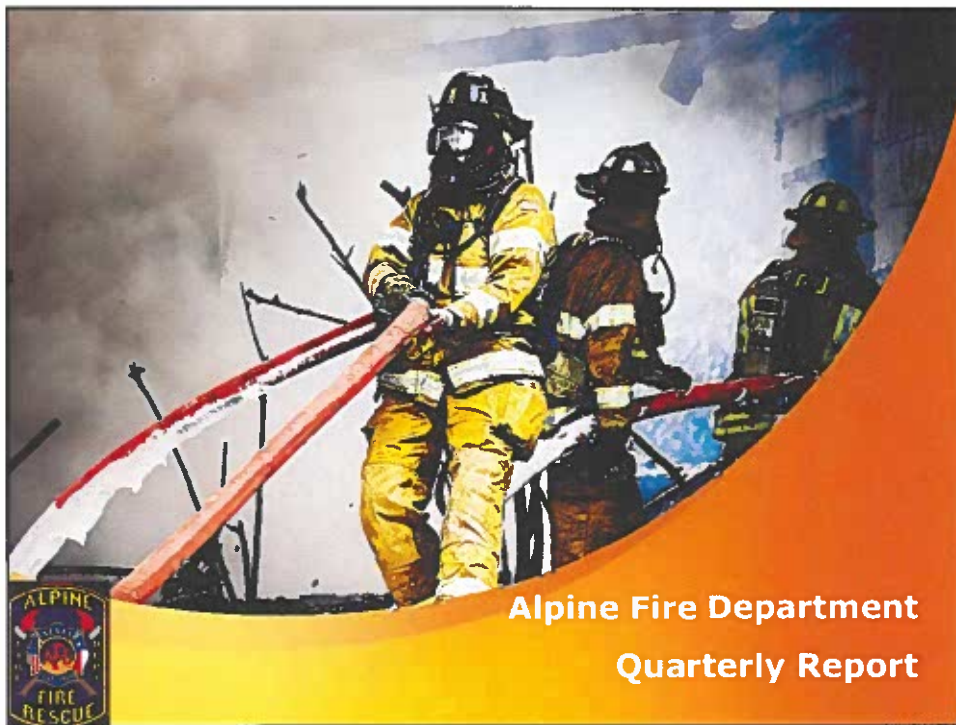
1. None.

SUPPORTING MATERIALS

1. Slide presentation.

STAFF RECOMMENDATION

1. None.



Alpine Fire Department Quarterly Report

Department Members

OFFICERS:

CHIEF: Andrew Pierce

ASST CHIEF: Charles Worden

FIRST CAPTAIN: Julie Worden

SECRETARIES: Julie Worden, Shelby Green

MEMBERS:

Alpine Fire Department currently has a roster of 15 firefighters



Equipment Updates

- We have updated our portable radios from analog only radios to a newer Motorola digital portables that allow us to communicate more effectively that we are able to program in house to save money.
- We have purchased 5 Panasonic Tough-books from Jessica Scudder to digitize fire department records, provide electronic dispatching, and allow our necessary resources such as hydrant maps to be more readily available. We will be the first in the area to do this.
- Alpine FD had a successful fundraiser on April 23rd put on by the American Legion. We raised over 2000 dollars from both the event and private donations. We plan to use this money to purchase SCBA Masks, Bottles, and other necessary equipment. Due to supply chain shortages, getting these items are delayed.



Fleet Updates

Currently 9 in service apparatus

- 3 Engines, 3 Brush Trucks, 1 Attack Truck, 1 Rescue Truck, 1 Tanker Truck

All brush truck pumps were recently serviced by Daco Fire Equipment out of Lubbock by a certified EVT.

City Yard has serviced several of our vehicles.

Ladder truck still OOS, looking at replacements.





Notable Events

Shattered Dreams



Photos courtesy Phillip Fierro



Notable Events cont.

Donations:



Porters donations of water pallet



Notable Events cont.

Donations:



American Legion presenting check from dinner

Notable Events cont.

Donations:



Holy Angels Cemetery Association

Notable Events cont.

Donations:

And multiple other private donations from citizens.
Thank you for all your support!!!



Notable Fires



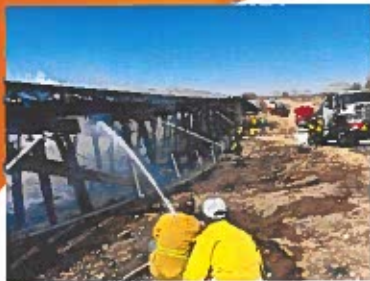
Notable Fires

Railroad Trestle Fire, April 26th



Notable Fires

Railroad Trestle Fire



Alpine Fire along with Marathon and the TFS battled a fire that originated on a train trestle that spread to nearby grass. Unions Pacific cut the tracks and brought down the bridge to allow firefighters to better attack. Fire crews were on site for 12 hours. Approx 35 acres burned.

Thank you to Sonic for providing food for all personnel!!



Notable Fires

Churchill Road Fire



Photo courtesy Ronny Dodson

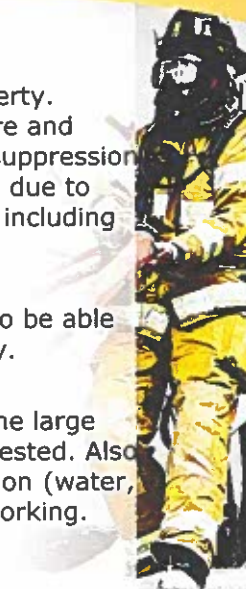


Notable Fires

Very hot fire that quickly consumed the entire property. Alpine Fire requested the assistance of Marathon Fire and County/City water trucks. Extreme heat made fire suppression efforts difficult. Some equipment sustained damage due to intense heat. 8 apparatus responded to the fire not including Marathon and Alpine EMS Units.

Alpine Police provided traffic control for apparatus to be able to cross to the Holiday Inn parking lot to refill safely.

Additional thank you to the dispatchers for taking the large influx of calls and getting us any resources we requested. Also to Alpine EMS who responded to provide rehabilitation (water, seating and ac) and care to firefighters who were working.



Runs:

	City	County	Total
January	2	5	7
February	3	3	6
March	3	9	12
April	8	10	18
May	5	10	15

Total calls up to May: 57



Future Plans and Goals

The fire department plans to attend several public events coming up including participating in fire prevention week at the schools and national night out.

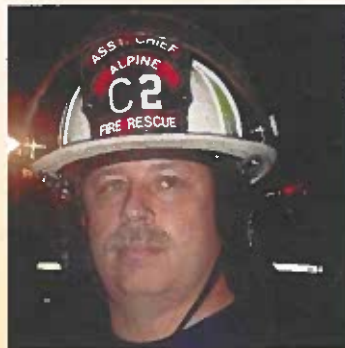
Free training through TEEX for railroad emergencies.

We are working to upgrade all of our equipment to better serve the citizens.

Tours of the fire station are welcomed, call or email us to schedule one!



In memory of Fire Chief and EMS Director
Michael Scudder.
Friend, Mentor, and Papi





CITY COUNCIL
MEETING AGENDA ITEM COVER MEMO
JULY 5, 2022

INFORMATION OR DISCUSSION

3. Discuss Budget Billing for Utilities (J. Stokes, City Council)

BACKGROUND

1. None.

SUPPORTING MATERIALS

1. Resolution 2019-05-01.

STAFF RECOMMENDATION

1. None.

RESOLUTION NO. 2019-05-01

RESOLUTION OF THE CITY OF ALPINE, TEXAS ESTABLISHING AND DIRECTING THE REIMPLEMENTATION OF BUDGET BILLING FOR GAS AND WATER UTILITY CUSTOMERS OF THE CITY

WHEREAS, the City Council has heretofore established rules, regulations and rate provisions affecting the provision of Gas Utility Services; and

WHEREAS, the City Council has also heretofore established rules, regulations and rate provisions affecting the provision of Water Utility Services; and

WHEREAS, Budget Billing for utilities gives utility customers more predictable utility bills by evening out utility costs over the year, so the same amount is paid each month; and

WHEREAS, benefits of Budget Billing include – no more bill fluctuations during months of hot or cold weather, and easier to manage monthly; and

WHEREAS, the City Council has found and determined that reimplementation of Average Billing for Gas and Water Utility customers of the City is in the best interests of the citizens and of the City.

NOW THEREFORE BE IT RESOLVED,

1. That the City of Alpine, Texas, hereby establishes and directs the reimplementation of Budget Billing for the customers of the City's Gas and Water Utilities.
2. That Budget Billing established hereunder shall be effective not later than May 31, 2019.
3. That the City Manager shall reimplement Budget Billing in accordance with rules, policies and procedures employed prior to January 1, 2019, and in conformance with the following:
 - a. Each customer's monthly Budget Billing amount is based on the average of actual bills during the preceding twelve months.
 - b. Actual usage shall be analyzed annually, which may result in an increase or reduction of the Budget Billing amount to more accurately reflect a customer's average bill.
 - c. Utility meters shall continue to be read monthly, so actual consumption is shown on the customer's monthly bill.
4. The City Manager is delegated the authority to create and establish such rules and regulations as are necessary to assure the efficient and responsible reimplementation of Budget Billing.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ALPINE, TEXAS, THIS 7th DAY OF MAY, 2019.


ANDY RAMOS, MAYOR

ATTEST:


Cynthia Salas, City Secretary

APPROVED:


William M. McKamie, City Attorney

Average Billing Payment Option

The City of Alpine offers residential customers the opportunity to make even payments throughout the year allowing you to budget your personal finances more effectively. Annual Budget Billing enrollment takes place from April 1 through May 15 of each year.

We calculate your monthly payment by adding together utility service averages based on usage information and days of service. Average monthly payments are calculated by using the total of the prior twelve (12) months at the same location and dividing the amount into twelve (12) equal payments. Charges for any other services such as Sanitation and Sewer service are then added to determine the total Budget Billing amount for the current month.

As you receive your bills each month, you will see what the actual calculated charge would be based on that month's meter reading but you will be asked to pay the budget amount. You can remain on budget billing as long as the deferred balance does not exceed a cap of \$250. The deferred balance is an accumulated amount representing the difference between the actual bill and the budget bill amount. At a deferred balance of \$250.00, you will be contacted to settle the balance in full to continue with the budget billing program.

On the anniversary date, the amount will be adjusted to reflect an equal payment for the next twelve (12) months. On the twelfth bill, we will settle the account. The twelfth bill will be made up of that month's actual charge plus or minus any deferred amounts. If your bill shows a credit, you can contact us in writing for a refund if you like or simply let the credit remain on the account to be applied to the next budget billing cycle. The balance due will need to be paid in full.

Continuation in the Budget Billing program requires the signed return of an annual renewal which will be mailed to you each year.

Requirements to begin:

- Available to residential City of Alpine Utilities customers.
- Account must be paid in full.
- Enrollment in the Automatic Payment Option is preferred. Automatic Payments deduct the utility bill from your savings or checking account or applies it to your credit card. If a bank draft is returned unpaid from the bank to BTU, the customer will be removed from Budget Billing.
- Failure to maintain a good credit history will require removal of the option.
- Once the account is finalized due to a change in location, the actual balance is due.

Enrollment Period

Water and Gas Utility customers can enroll in the Budget Billing program from April 1 through May 15th of each year.

Start or Stop Budget Billing

Budget Billing takes effect on the May bill which is due in June after you sign up. You will receive a notice on your bill letting you know that Budget Billing has started.

Average Billing Payment Option

You can cancel Budget Billing at any time by notifying us in writing. If you cancel Budget Billing, the cancellation will take effect on the next bill after you cancel. Your next bill will include a credit or debit if needed to bring your balance up to date. You will not be able to re-enroll until the next enrollment period.

Removal from Budget Billing

The City of Alpine reserves the right to remove you from Budget Billing if you miss a payment or pay less than the budgeted amount. If you have been removed from the program, you may reenroll after 12 months or the next enrollment period after 12 months has passed and the account is in good standing.

Note: In order to remain a budget bill customer, utility bill payments need to be paid by the due date. Paying late will result in termination of budget billing, late fees and possibly reconnection fees.

Average Billing Payment Option

Please complete this form and return it to our office in person, by email (billing.clerk@ci.alpine.tx.us) or fax it to 432/837-2044.

I understand the program as described above and would like to participate in Budget Billing.

(You must fill out both sections if you wish to have both utilities on Budget Billing)

Water Service:

Account Name: _____

Last 4 digits of Social Security Number: _____

Service Address: _____

Account Number: _____

Signature: _____

Date: _____

Gas Service:

Account Name: _____

Last 4 digits of Social Security Number: _____

Service Address: _____

Account Number: _____

Signature: _____

Date: _____

For Internal Use Only

Date Received: _____ Date Entered: _____

Water:
Annual Usage: _____

Monthly Amount: _____

Gas:
Annual Usage: _____

Monthly Amount: _____

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 2022-07-01, a resolution approving the Fiscal Year 2023-2027 Capital Improvement Plan (M. Antrim, City Manager)
2. Approve Resolution 2022-07-02, a resolution initiating annexation proceedings and setting dates, times, and places for public hearings on the proposed annexation of lots two through twelve, Allen Addition, Brewster County, Texas (M. Antrim, City Manager)
3. Approve Resolution 2022-07-03, a resolution authorizing the City to participate in the Texas Mountain Trail Heritage Tourism Grant Program (M. Antrim, City Manager)
4. Approve Resolution 2022-07-04, a resolution adopting a Financial Policy for the City (M. Antrim, City Manager)
5. Approve the appointment of Chair of:
 - a. Airport Advisory Board
 - b. Animal Advisory Board
 - c. Beautification & Environmental
 - d. Building & Standards
 - e. HOT Committee
 - f. Music Advisory Board
 - g. Parks & Recreation

(C. Rodriguez, City Council)
6. Approve the recommendation of the City Manager to hire Alicia Salinas as the Director of Finance (M. Antrim, City Manager)
7. Approve the Municipal Judge contract (M. Antrim, City Manager)



CITY COUNCIL

MEETING AGENDA ITEM COVER MEMO

JUNE 21, 2022

To: Mayor and City Council

Agenda Item: Action Item 1 – Approval – FY 2023-2027 Capital Improvement Program

Submitted By: Megan Antrim, City Manager

SYNOPSIS

Approve Resolution 2022-07-01, a resolution approving the Fiscal Year 2023-2027 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.

- (B) The Council by resolution shall adopt the capital program with or without amendment after the public hearing and on or before the fifteenth day of the twelfth month of the current fiscal year.
- Publication/ Notice to the Public – June 14, 2022 and June 28, 2022
- Information and Discussion Item on June 21, 2022 City Council Agenda
- Public Hearing and Approval of Capital Improvement Program July 5, 2022

SUPPORTING MATERIALS

- a. Resolution 2022-07-01 – FY 2023-2027 Capital Improvement Program

STAFF RECOMMENDATION

Recommendation: **Approve**

City Manager Megan Antrim

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2022-07-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS
ADOPTING THE 2023-2027 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, at the June 21, 2022, City Council meeting, the City Manager presented a 2023-2027 capital program which revises and extends the 2022-2026 capital program; and

WHEREAS, the contents of the 2023-2027 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 2023-2023 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 5, 2022, to consider the adoption of the 2023-2027 Capital Program.

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

SECTION 1. The 2023-2027 Capital Program is hereby adopted by a majority vote of the City Council without amendment.

PASSED AND APPROVED THIS THE 5th DAY OF JULY 2022 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 5, 2022

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
Keith Segar, Utilities Director

Randy Guzman, Director of Gas Department
Robert Llanez, Parks Foreman
Eddie Molinar, Public Works Director
Jennifer Stewart, ACO Supervisor
Heather Yadon, Visitor Center Coordinator

Sincerely,

Megan Antrim, CPFIM
City Manager



**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 – 2027 SUMMARY**

CITY OF ALPINE
2023-2027 FIVE YEAR CAPITAL PLAN

DEPARTMENT	ITEM-DESCRIPTION	CURRENT/ACTIVE		AMOUNT
		FISCAL YEAR	FUNDING	
PUBLIC WORKS- PARKS	PUEBLO NUEVO PARK IMPROVEMENTS	2021-2025	TEXAS PARKS & WILDLIFE/GENERAL	\$ 425,000
	KUBOTA-MOWER	2021-2022	GENERAL FUND OPERATING	\$ 20,250
	FLEET MAINTENANCE FACILITY	2021-2022	GENERAL FUND OPERATING	\$ 60,000
		General Fund - Total		\$ 425,000
UTILITIES	WWTP - AERATOR & BAR SCREEN(PART OF WWTP)	2021-2022	UTILITIES OPERATING FUNDS & RESERVES	\$ 745,000
		Utilities - Total		\$ 745,000
AIRPORT	CONSTRUCTION PHASE OF LIGHTING PROJECT	2021 - 2023	TxDOT AVIATION/FAA/AIRPORT OPERATING	\$ 950,000
		Airpot - Total		\$ 950,000
		CITY OF ALPINE TOTAL		\$ 2,120,000

GENERAL FUND

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
ADMINISTRATION	CITY-WIDE SOFTWARE	2023-2027	MULTIPLE FUNDS/DEPARTMENTS	\$ 500,000
ADMINISTRATION	SECURITY SYSTEM	2023-2027	MULTIPLE FUNDS/DEPARTMENTS	\$ 175,000
ADMINISTRATION	OUTDOOR LIGHTING	2023-2027	GENERAL FUND OPERATING	\$ 175,000
ADMINISTRATION	HAZARD MITIGATION PLANNING	2023-2027	GENERAL FUND OPERATING/FEMA GRANT	\$ 100,000
			Administration - Total	\$ 950,000
ALPINE POLICE DEPT	DISPATCH COMPUTERS	2023-2027	GENERAL FUND OPERATING	\$ 25,000
ALPINE POLICE DEPT	TASERS	2023-2027	GENERAL FUND OPERATING	\$ 67,224
ALPINE POLICE DEPT	HOLDING CELLS	2023	GENERAL FUND OPERATING	\$ 10,000
			Alpine Police Department - Total	\$ 102,224
ANIMAL CONTROL	ANIMAL SHELTER REPAIRS/MAINTENANCE	2023-2025	GENERAL FUND OPERATING	\$ 30,000
ANIMAL SERVICES	GENERATOR	2023		\$ 50,000
ANIMAL CONTROL	CAT CONDOS	2023	GENERAL FUND OPERATING	\$ 10,000
ANIMAL CONTROL	INCINERATOR	2025-2026	GENERAL FUND OPERATING	\$ 120,000
			Animal Control Services - Total	\$ 210,000
PUBLIC WORKS-PARKS	TRACTOR-MOWER	2023-2024	GENERAL FUND OPERATING/ USDA	\$ 35,000
			PW - Parks - Total	\$ 335,000
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	2023-2027	GENERAL FUND OPERATING	\$ 872,195
PUBLIC WORKS - STREETS	EMPLOYEE LOUNGE AREA	2023-2024	GENERAL FUND OPERATING	\$ 66,997
			PW - STREETS - TOTAL	\$ 1,374,192
			GENERAL FUND - TOTAL	\$ 2,971,416

UTILITIES

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
UTILITIES	WASTEWATER TREATMENT PLANT	2023-2027	UTILITY OPERATING FUND/TWDB	\$ 3,858,000.00
UTILITIES	BACKHOE	2023	UTILITY OPERATING FUND	\$ 90,000.00
UTILITIES	INFRASTRUCTURE LOCATION/REPLACEMENT	2023-2027	UTILITY OPERATING FUND	\$ 500,000.00
UTILITIES	GIS SYSTEM	2023-2027	UTILITY OPERATING FUND	\$ 250,000.00
UTILITIES	FACILITY MAINTENANCE	2024-2027	UTILITY OPERATING FUND	\$ 40,000.00
UTILITIES	EASTSIDE SEWER EXTENSION	2023-2027	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	2023-2027	UTILITY OPERATING FUND/ARPA	\$ 1,400,000.00
UTILITIES	MANHOLE ADDITIONS	2023-2027	UTILITY OPERATING FUND	\$ 200,000.00
UTILITIES	SUL ROSS STORAGE TANKS	2025	UTILITY OPERATING FUND	\$ 50,000.00
		Utilities - Total		\$ 8,314,392.00

AIRPORT

AIRPORT	UPDATE MASTER/LAYOUT PLAN	2023-2027	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	RECTIFIER	2023 GAS DEPARTMENT OPERATING	\$	85,000
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	2023-2027 GAS DEPARTMENT OPERATING	\$	204,432
		Gas Department - Total	\$	374,432
		CITY OF ALPINE - TOTAL		\$12,780,740.00

COMPLETED/POSTPONED

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	
ADMINISTRATION	ALPINE SCHOOL HOUSE REMODEL	2021-2022	GENERAL FUND - ARPA FUNDS	
ALPINE POLICE DEPT	K-9 UNIT	2021-2022	DONATION	
ALPINE POLICE DEPT	LICENSE PLATE READER	2021-2022	POSTPONED	
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	HVAC SYSTEM	2021-2022	GENERAL FUND OPERATING	
PUBLIC WORKS-PARKS	SPLASH PAD	2023-2027	POSTPONED	
			General Fund - Total	
AIRPORT	DESIGN PHASE OF LIGHTING PROJECT	2021-2022	CARES ACT	
AIRPORT	SEAL COAT 1/19	2021-2022	TxDOT AVIATION/FAA/AIRPORT OPERATING	
			Airport - Total	
HOT - TOURISM	VISITOR CENTER RESTROOMS/PAVILLION REMODEL	2021-2022	HOT FUNDS	
HOT - TOURISM	OUTDOOR PORTABLE STAGE	2021-2023	POSTPONED	
			HOT Funds - Total	
GAS DEPARTMENT	BAY COVERAGE	2021-2023	GAS DEPARTMENT OPERATING	
GAS DEPARTMENT	18' TRAILER	2021-2022	GAS DEPARTMENT OPERATING	
			Gas Dept - TOTAL	



**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 – 2027 CURRENT/ACTIVE PROJECTS**

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				

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

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. ***Requested funding assistance from USDA for combination tractor/mower - Pending***

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,250	\$ -				

FUNDING SOURCE

General Fund Operating Budget - Public Works - Park Department

FY 2021-2022 - Pending USDA approval for additional funding

OPERATING BUDGET IMPACT IF COMPLETED

Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance costs

PERFORMANCE MEASURES

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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

WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

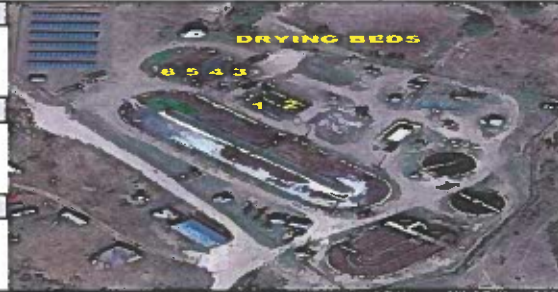
UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 3,858,000.00

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 - set for completion by September 30, 2021.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 742,000.00	\$ 812,500.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 554,500.00	Prior Years \$300,000 Engineer Contracted

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



AIRPORT RUNWAY LIGHTING PROJECT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

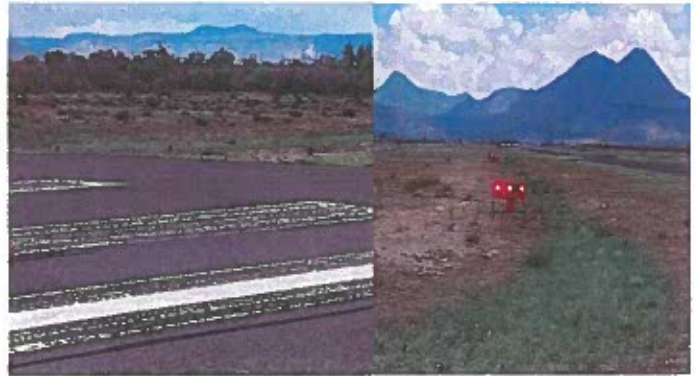
PROJECT MANAGER

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	
						Design phase paid FY2020 through CARES Funds

PAID FY 2021-2022

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 \$5,000 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



**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 – 2027 FUTURE PROJECTS AND ASSETS**

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.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

Utilities

Gas Department

Airport

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

Overall - Department Performance

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

FUNDING SOURCE

GENERAL FUND
UTILITIES
AIRPORT
HOT

OPERATING BUDGET IMPACT IF COMPLETED

No Impact


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*****

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

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.

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

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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

CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 - 2027

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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
2023 - 2027

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

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

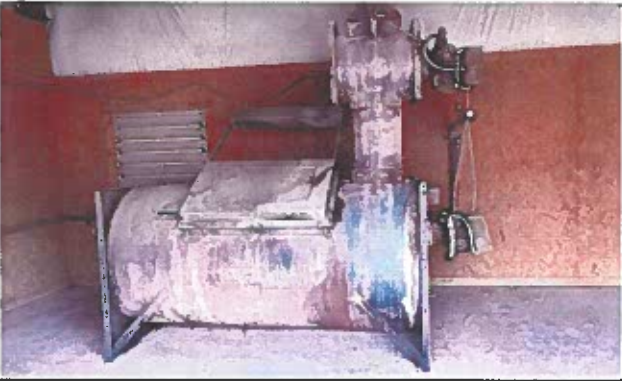
N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

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****		

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

FUNDING SOURCE
General Fund Operating Budget - Animal Control Services Department

Possible Donation from Dr. Avinash Rangra (\$1,000 a year for three (3) years in the name of Kismish



OPERATING BUDGET IMPACT IF COMPLETED
N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED
N/A

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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

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 - \$364,850 938 M - WHEEL LOADER - \$288,630 CB 4.0-03 - UTILITY COMPACTOR - \$75,050 CB7 - 02 - ASPHALT COMPACTOR - \$143,665</p>

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

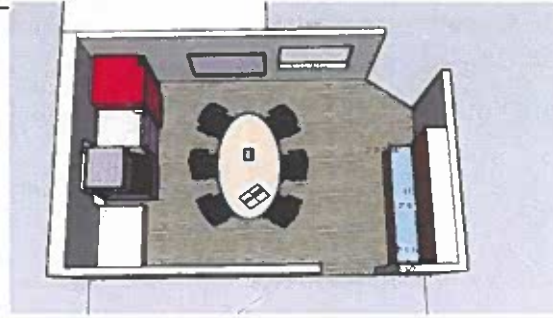
PROJECT MANAGER

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	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 Arntsen, CPT-AL	Total Construction Cost	\$51,815.00
Director of Finance	Overhead and General Expe	\$2,228.00
Alpine, Texas 79630	Profit	\$12,853.75
(432) 627-3301	Total Sale Price	\$66,996.75
Site		
Lot Cost after closing		\$0.00
Other		\$0.00
Construction Costs		
Permit Fees		\$0.00
Building Permit Fees		\$0.00
Impact Fee		\$0.00
Water and Sewer Fees (prepayment)		\$0.00
Architecture and Engineering		\$0.00
Other		\$0.00
Financing Costs		\$0.00
Excavation		\$0.00
Concrete		\$0.00
Retaining walls		\$0.00
Backfill		\$0.00
Other		\$0.00
Finishing Costs		\$6,739.00
Finishing (not including profits/taxes)		\$6,739.00
Taxider (if using taxider)		\$0.00
Showering (if not included above)		\$0.00
General notes and steel		\$0.00
Other		\$0.00
Exterior Costs		\$7,145.00
Exterior Wall Repair		\$1,500.00
Roofing		\$0.00
Windows and doors		\$5,645.00
Garage Doors		\$0.00

Other	\$0.00
Interior Costs	\$11,500.00
Plumbing (except fixtures)	\$2,450.00
Electrical (except fixtures)	\$1,850.00
HVAC	\$5,200.00
Other	\$0.00
Exterior Costs	\$2,829.00
Excavation	\$2,650.00
Drywall	\$4,200.00
Interior Trim	\$1,200.00
Masonry	\$0.00
Doors	\$0.00
Painting	\$2,000.00
Lighting	\$0.00
Cabinets	\$6,475.00
Countertops	\$2,900.00
Appliances	\$0.00
Flooring	\$3,400.00
Plumbing Fixtures	\$0.00
Fireplace	\$0.00
Other	\$0.00
Landscaping	\$800.00
Landscaping	\$0.00
Outdoor structures (deck, patio, porch)	\$0.00
Driveway/approach	\$0.00
Clean Up	\$800.00
Other	\$0.00

WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 3,858,000.00

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 - set for completion by September 30, 2021.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 742,000.00	\$ 812,500.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 554,500.00	Prior Years \$300,000 Engineer Contracted

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



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.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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


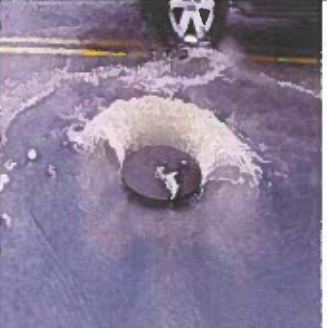
OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance fees

PERFORMANCE MEASURES



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.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

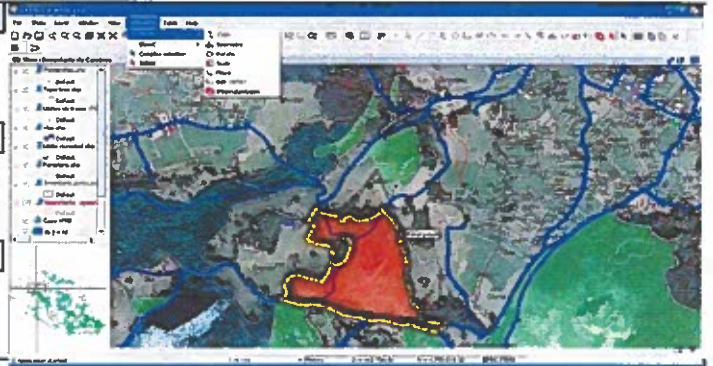
UTILITIES - WATER/WASTEWATER/SANITATION

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.

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	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 10,000.00	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED


Additional maintenance cost, training, and staffing

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

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		

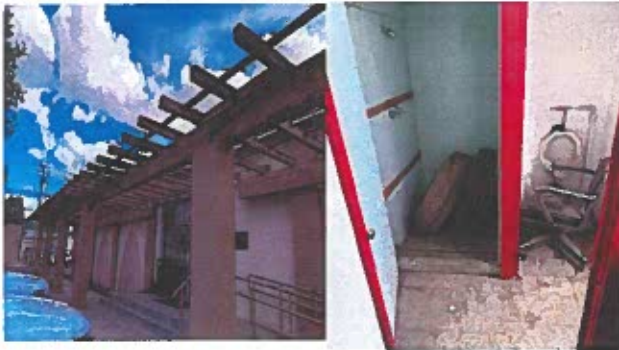
FINANCIAL PLAN	2022-2023 Year 1	2023-2024 Year 2	2024-2025 Year 3	2025-2026 Year 4	2026-2027 Year 5
	N/A	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00

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.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	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
No Impact

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 87 Lift Station	LS	1	\$350,000.00	\$350,000.00
3	Pre-cast Concrete Manhole	EA	17	\$5,000.00	\$85,000.00
4	8" 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	1,650	\$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					Total Cost
Engineering and Surveying (15%)					\$206,268.56
Inspection					\$80,000.00
ROW Acquisition					\$25,000.00
ENGINEERING SERVICES TOTAL					\$311,268.56
PROJECT TOTAL					\$1,686,392.31

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,000.00	\$ 17,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

Additional disposal expenses

Current market prices for materials have increased dramatically

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,400,000.00

PRIORITY LEVEL

2

Automated Meter Infrastructure and Smart Water Metering



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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

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.



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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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	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

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'



AIRPORT MASTER - LAYOUT PLAN UPDATING

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

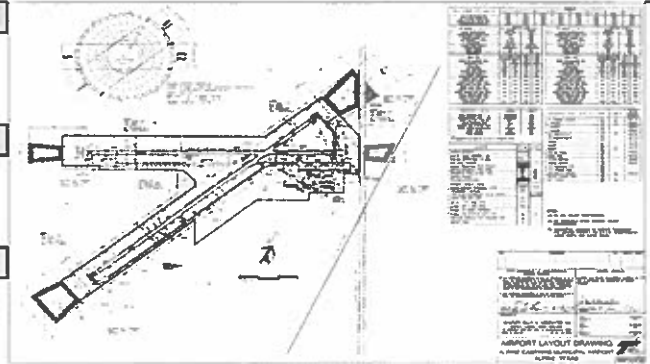
PROJECT MANAGER

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.

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

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

<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">RESPONSIBLE DEPARTMENT</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">ALPINE CASPARIS MUNICIPAL AIRPORT</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PROJECT MANAGER</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">AIRPORT SUPERVISOR</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PROJECTED EXPENSE</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">\$ 175,000</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PRIORITY LEVEL</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">1</div> <div style="border: 1px solid black; padding: 2px;">PROJECT DESCRIPTION</div> <div style="border: 1px solid black; padding: 2px;">Replace and relocate outdated AWOS - Automated Weather Observing System.</div>	
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FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

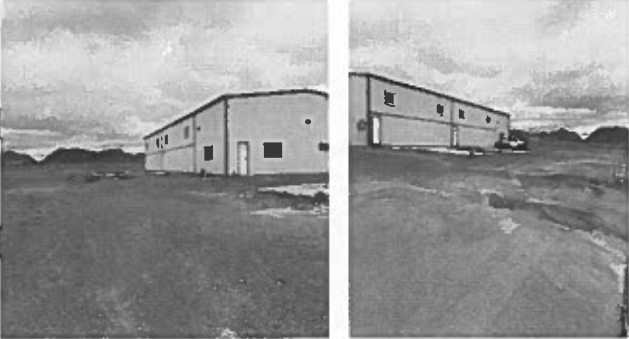
Continued maintenance expenses

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	\$ -	\$ -	\$ -	\$ -	

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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
2023 - 2027

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

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5
			\$19,725.00	\$19,725.00	

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

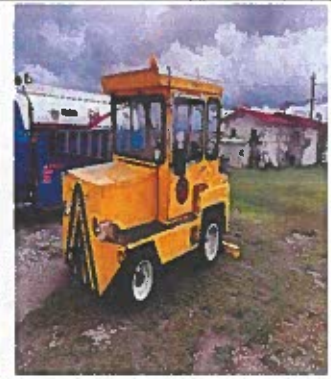
PROJECT MANAGER

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)

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

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.

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

FUNDING SOURCE
Airport Operating Fund

OPERATING BUDGET IMPACT IF COMPLETED
No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED
No Impact

PERFORMANCE MEASURES

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 include 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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
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 maintenance

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

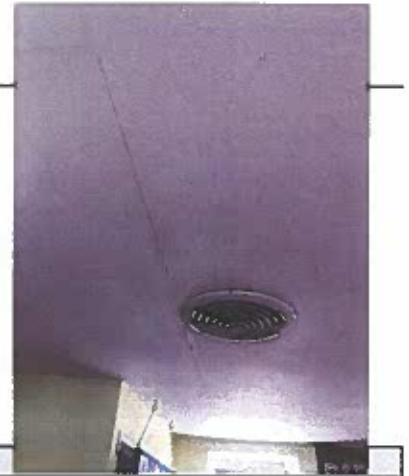
VISITOR CENTER COORDINATOR

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.

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
FINANCIAL PLAN	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.

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

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

CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 - 2027

HVAC SYSTEM

<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">RESPONSIBLE DEPARTMENT</div> <p style="margin-top: 10px;">GAS DEPARTMENT</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PROJECT MANAGER</div> <p style="margin-top: 10px;">DIRECTOR OF GAS DEPARTMENT</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">PROJECTED EXPENSE</div> <p style="margin-top: 10px;">\$ 35,000</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>PRIORITY LEVEL</div> <div>2</div> </div>	
PROJECT DESCRIPTION Update/Replace current system.	

FINANCIAL PLAN	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 12,250.00	\$ 12,250.00	\$ -	\$ -	\$ -	


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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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





**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 – 2027 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

CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2023 - 2027

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 - LICENSE PLATE READER

RESPONSIBLE DEPARTMENT

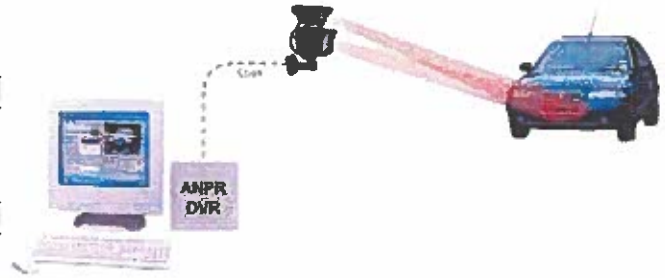
ALPINE POLICE DEPARTMENT

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***

	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

Law Enforcement Grant possibilities

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

APD -MOBILE HAND HELD UNITS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CHIEF OF POLICE

PROJECTED EXPENSE

Motorola Handheld
Radio



PROJECT DESCRIPTION

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

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

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.

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

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*

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

Outside grant funding possibilities

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

Maintenance

PERFORMANCE MEASURES

ANIMAL SHELTER HVAC

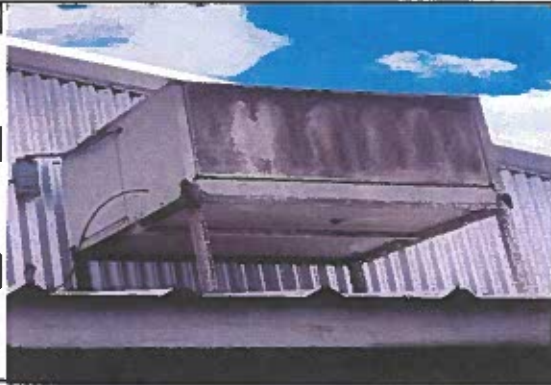
RESPONSIBLE DEPARTMENT

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

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	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
	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

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

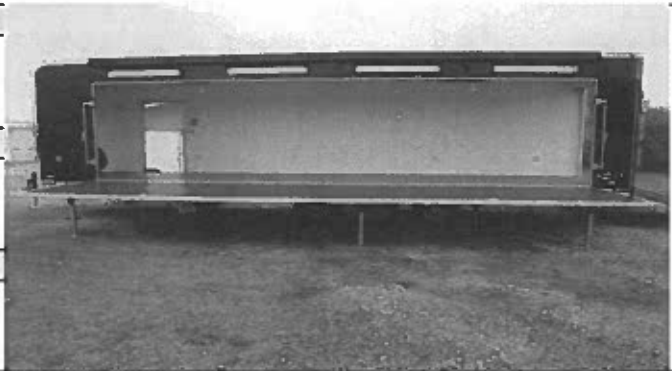
RESPONSIBLE DEPARTMENT

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-EVALUTED FOR FUTURE PURCHASE - EVALUATION OF NEW PAVILLION*****

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

FUNDING SOURCE

HOT Funds

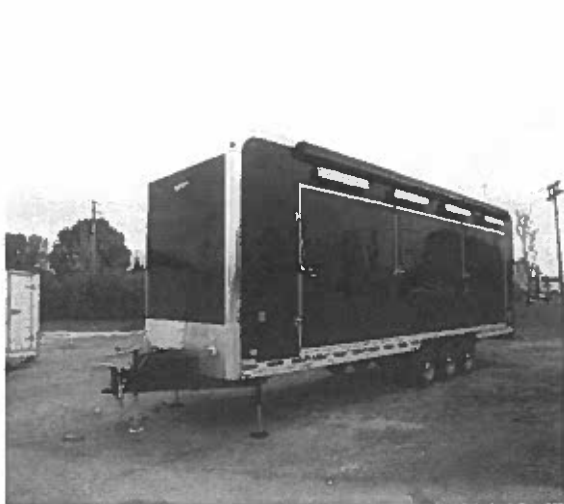
OPERATING BUDGET IMPACT IF COMPLETED

Increased liability insurance and maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



BAY COVERAGE

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ -



Gas Dept. Need to cover Bay Area. Birds nesting

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

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

No Impact

PERFORMANCE MEASURES