

2. Discuss, consider, and approve the first reading of Ordinance 2021-09-02, an ordinance adopting the FY 2021-2022 tax rate for the City of Alpine. A tax rate of \$0.508345 per \$100 valuation has been recommended for FY 2021-2022. Maintenance and Operations is \$0.468819 and Interest and Sinking is \$.039526 on each \$100 valuation of property (M. Antrim, Interim City Manager)

STATE OF TEXAS

CITY OF ALPINE

CITY OF ALPINE

ORDINANCE 2021-09-02

AN ORDINANCE LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF ALPINE, TEXAS FOR THE 2021-2022 FISCAL YEAR; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, a budget was presented to the City Council for the Fiscal Year 2021-2022 for the support of the municipal government of Alpine, Texas; and

WHEREAS, where a public hearing was ordered by the City Council and published notice of said hearing was caused to be given by the City Council; and

WHEREAS, said notice was published in the Alpine Avalanche and the public hearing was held to discuss tax revenues according to said notices.

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

SECTION 1. That there is hereby levied and there shall be collected for the use and support of the municipal government of the City of Alpine, Texas, and to provide an Interest and Sinking fund for the 2020/201 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City subject to taxation, a rate of \$0.508345 on each \$100 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

1. For the maintenance and support of general government (General Fund), \$0.468819 on each \$100 valuation of property; and
2. For the interest and sinking fund, \$0.039526 on each \$100 valuation of property.

SECTION 2. This tax rate will raise more taxes for maintenance and operations than last year's tax rate.

SECTION 3. The tax rate will effectively be raised by less than one percent (.11%) and will decrease taxes for Maintenance & Operations on a \$100,000 home by approximately \$44.01.

SECTION 4. That taxes levied under this ordinance shall be due October 1, 2021 and if not paid on or before January 31, 2022, shall immediately become delinquent.

SECTION 5. All taxes shall become a lien upon the property against which assessed, and the city tax collector of the City of Alpine, Texas is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and

ordinances of the City of Alpine, Texas and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City of Alpine, Texas. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

SECTION 6. That this ordinance shall take effect and be in force from the date after its publication.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS, THIS THE 21ST DAY OF SEPTEMBER 2021.

INTRODUCTION & FIRST READING
SEPTEMBER 7, 2021

SECOND & FINAL READING
SEPTEMBER 21, 2021

Andres "Andy" Ramos, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

Notice About 2021 Tax Rates

(current year)

 Property Tax Rates in CITY OF ALPINE
 (taxing unit's name)

 This notice concerns the 2021 property tax rates for CITY OF ALPINE
 (current year) (taxing unit's name)

This notice provides information about two tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per \$100 of property value.

Taxing units preferring to list the rates can expand this section to include an explanation of how these tax rates were calculated.

This year's no-new-revenue tax rate \$ 0.508345 /\$100

This year's voter-approval tax rate \$ 0.589264 /\$100

To see the full calculations, please visit WWW.CITYOFALPINE.COM for a copy of the Tax Rate Calculation Worksheet.
 (website address)

Unencumbered Fund Balances

The following estimated balances will be left in the taxing unit's accounts at the end of the fiscal year. These balances are not encumbered by corresponding debt obligation.

Type of Fund	Balance
CO SERIES 2005 TWDB	\$ 2,061,000
CO SERIES 2011	\$ 899,348
GO REFUNDING BONDS SERIES 2011	\$ 490,213
GO COMBO TAX & REVENUE SERIES 12	\$ 12,169

Current Year Debt Service

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid From Property Taxes	Interest to be Paid From Property Taxes	Other Amounts to be Paid	Total Payment
CO SERIES 2005 TWDB	\$ 138,000	\$ 0.00	\$ 0.00	\$ 138,000
CO SERIES 2011	\$ 60,000	\$ 30,033	\$ 0.00	\$ 90,033
GO REFUNDING BONDS SERIES 2011	\$ 150,000	\$ 65,559	\$ 0.00	\$ 163,898
GO COMBO TAX & REVENUE SERIES 12	\$ 12,000	\$ 169.20	\$ 0.00	\$ 12,169

(expand as needed)

Total required for <u>2021</u> debt service.....	\$	<u>404,100</u>
(current year)		
- Amount (if any) paid from funds listed in unencumbered funds	\$	<u>255,343</u>
- Amount (if any) paid from other resources	\$	<u>0.00</u>
- Excess collections last year	\$	<u>0.00</u>
= Total to be paid from taxes in <u>2021</u>	\$	<u>148,757</u>
(current year)		
+ Amount added in anticipation that the taxing unit will collect		
only <u>96.00</u> % of its taxes in <u>2021</u>	\$	<u>6,198</u>
(collection rate) (current year)		
= Total Debt Levy.....	\$	<u>154,955</u>

Voter-Approval Tax Rate Adjustments**State Criminal Justice Mandate**

The BREWSTER County Auditor certifies that BREWSTER County has spent \$ 0.00 (minus any amount received from state revenue for such costs) in the previous 12 months for the maintenance and operations cost of keeping inmates sentenced to the Texas Department of Criminal Justice. BREWSTER County Sheriff has provided BREWSTER information on these costs, minus the state revenues received for the reimbursement of such costs. This increased the voter-approval tax rate by \$ 0 /\$100.

Indigent Health Care Compensation Expenditures

The BREWSTER spent \$ 0.00 from July 1 2020 to June 30 2021 on indigent health care compensation procedures at the increased minimum eligibility standards, less the amount of state assistance. For the current tax year, the amount of increase above last year's enhanced indigent health care expenditures is \$ 0.00. This increased the voter-approval tax rate by \$ 0 /\$100.

Indigent Defense Compensation Expenditures

The BREWSTER spent \$ 0.00 from July 1 2020 to June 30 2021 to provide appointed counsel for indigent individuals, less the amount of state grants received by the county. In the preceding year, the county spent \$ 0.00 for indigent defense compensation expenditures. The amount of increase above last year's indigent defense expenditures is \$ 0.00. This increased the voter-approval rate by \$ 0 /\$100 to recoup N/A.

Eligible County Hospital Expenditures

The BIG BEND REGIONAL HOSPITAL DISTRICT spent \$ 0.00 from July 1 2020 to June 30 2021
(name of taxing unit) *(amount)* *(prior year)* *(current year)*

on expenditures to maintain and operate an eligible county hospital. In the preceding year, the BIG BEND REGIONAL HOSPITAL DISTRICT
(taxing unit name)

spent \$ 0.00 for county hospital expenditures. For the current tax year, the amount of increase above last year's expenditures is

\$ 0.00. This increased the voter-approval tax rate by 0 /\$100 to recoup N/A.
(amount of increase) *(use one phrase to complete sentence: the increased expenditures, or 8% more than the preceding year's expenditures)*

This notice contains a summary of the no-new-revenue and voter-approval calculations as

certified by Sylvia Vega – Brewster County Tax Collector - August 13, 2021.

(designated individual's name and position) (date)

3. Discuss, consider, and approve Resolution 2021-08-18, a resolution approving the 2021-2026 Capital Improvement Plan (M. Antrim, Interim City Manager)

September 7, 2021

Action Item

8. Discuss, consider, and approve Resolution 2021-08-18, a resolution approving the 2021-2026 Capital Improvement Plan (M. Antrim, Interim City Manager)

Honorable Mayor and Councilmembers,

The CIP is updated yearly and will be reflected differently each year. Items are updated, removed, or added dependent on the City's and Department needs. This CIP is a planning document to address larger infrastructure needs and projects.

Please note, that when the CIP was presented initially it was mentioned that the change to format was to provide more information to Council and the public and that prior some of the areas had not been addressed - budget impacts. If the format is continued, the information would be updated and improved year after year.

Below is the timetable and information pertaining to the Capital Improvement Plan for 2022-2026.

- July 6 – Discussion Item – Working with departments to finalize CIP, indicated formatting was being addressed to provide more information. Sample formatting changes and prior year CIP provided for reference and discussion.
- July 20 – Discussion Item – presented draft of the new format and discussed changes as well as prior year CIP information.
- August 3 – No agenda item – additional time for review.
- August 17 – Public Hearing & Action Item – tabled requesting additional time due to questions and concerns.
- August 18 – Emailed Council to follow up on what questions and concerns needed to be addressed – received feedback from two Council members – addressed all discussed issues.
- September 1 – Email updated CIP and posted to City Website.
- September 7 – Additional Public Hearing & Action Item to approve 2022 – 2026 Capital Improvement Plan.

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2021-08-18

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS
ADOPTING THE 2021-2026 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, on July 6, 2021 and August 17, 2021 the City Manager presented a 2021-2026 capital program which revises and extends the 2020-2025 capital program; and

WHEREAS, the contents of the 2021-2026 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 public hearing on or before adoption of the annual budget; and

WHEREAS, as of this date, the 2021-2022 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 August 17, 2021 and on September 7, 2021 to consider the adoption of the 2021-2026 Capital Program.

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

SECTION 1. The 2021-2026 Capital Program is hereby adopted by a majority vote of the City Council without amendment.

PASSED AND APPROVED THIS THE 7th DAY OF SEPTEMBER 2021 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Andres "Andy" Ramos, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary



CITY OF ALPINE - 100 NORTH 13TH STREET 79830

July 20, 2021

UPDATED AUGUST 30, 2021

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

Megan Antrim, Director of Finance
Abel Hinojos, Airport Supervisor
Robert Martin, Chief of Police
Chris Ruggia, Director of Tourism
Jessica Washington, Interim 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
Interim City Manager

CITY OF ALPINE EXCERPT FROM CHARTER

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.

Section 5.10 Public Records Copies of the budget and the capital program as adopted shall be public records and shall be available to the public at suitable places in the City.

CITY OF ALPINE 5 YEAR CAPITAL PLAN

COMPLETED

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
AIRPORT	DESIGN PHASE OF LIGHTING PROJECT	2021	CARES ACT	\$ 72,000
		Airport - Total		\$ 72,000
ANIMAL CONTROL	SHADE STRUCTURE/KENNELS	2021	GENERAL FUND - OPERATING BUDGET	\$ 30,600
		General Fund - Total		\$ 30,600
GAS DEPARTMENT	DITCH WITCH - EXCAVATOR	2021	GAS DEPT - OPERATING BUDGET	\$ 48,112
GAS DEPARTMENT	COMBUSTIBLE GAS INDICATORS	2021	GAS DEPT - OPERATING BUDGET	\$ 20,021
		Gas Dept - TOTAL		\$ 68,133
		CITY OF ALPINE		\$ 170,733

CURRENT/ACTIVE

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
ADMINISTRATION	ALPINE SCHOOL HOUSE REMODEL	2020-2022	AMERICAN RESCUE PLAN	\$ 300,000
PUBLIC WORKS- PARKS	PUEBLO NUEVO PARK IMPROVEMENTS	2021-2025	TEXAS PARKS & WILDLIFE/GENERAL	\$ 425,000
		General Fund - Total		\$ 725,000
AIRPORT	CONSTRUCTION PHASE OF LIGHTING PROJECT	2021 - 2023	TxDOT AVIATION/FAA/AIRPORT OPERATING	\$ 950,000
AIRPORT	SEAL COAT 1/19	2021 - 2023	TxDOT AVIATION/FAA/AIRPORT OPERATING	\$ 590,000
AIRPORT	AWOS REPLACEMENT/RELOCATION	2022 - 2024	TxDOT AVIATION/AIRPORT OPERATING	\$ 175,000
Airport - Total				\$ 1,715,000

CURRENT/ACTIVE

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
HOT - TOURISM	VISITOR CENTER RESTROOMS/PAVILLION REMODEL	2021-2022	HOT FUNDS	\$ 280,599
			HOT Funds - Total	\$ 280,599
UTILITIES	WWTP - AERATOR & BAR SCREEN(PART OF WWTP)	2013-2026	UTILITIES OPERATING FUNDS & RESERVES	\$ 1,400,000
			Utilities - Total	\$ 1,400,000
			CITY OF ALPINE TOTAL	\$ 4,120,599

UPCOMING

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
ADMINISTRATION	CITY-WIDE SOFTWARE	2021-2026	MULTIPLE FUNDS/DEPARTMENTS	\$ 500,000
ADMINISTRATION	SECURITY SYSTEM	2021-2026	MULTIPLE FUNDS/DEPARTMENTS	\$ 200,000
ADMINISTRATION	HAZARD MITIGATION PLANNING	2022-2026	GENERAL FUND OPERATING/FEMA GRANT	\$ 100,000
ADMINISTRATION	OUTDOOR LIGHTING	2021-2026	GENERAL FUND OPERATING	\$ 200,000
			Administration - Total	\$ 1,000,000
AIRPORT	ROTATOR BEACON	2021-2023	TxDOT AVIATION/ AIRPORT OPERATING	\$ 15,000
AIRPORT	COVERED PARKING	2021-2024	AIRPORT OPERATING BUDGET	\$ 20,000
AIRPORT	UPDATE MASTER/LAYOUT PLAN	2021-2026	TxDOT AVIATION/ AIRPORT OPERATING	\$ 150,000
AIRPORT	TAXIWAY EXPANSION	2021-2026	AIRPORT OPERATING BUDGET	\$ 60,000
AIRPORT	KUBOTA	2021-2025	AIRPORT OPERATING BUDGET	\$ 15,000
			Airport - Total	\$ 260,000
ALPINE POLICE DEPT	K-9 UNIT	2021-2024	GENERAL FUND OPERATING/ GRANT POSSIBILITIES	\$ 25,000
ALPINE POLICE DEPT	LICENSE PLATE READER	2021-2023	GENERAL FUND OPERATING/ GRANT POSSIBILITIES	\$ 15,000
ALPINE POLICE DEPT	HOLDING CELLS	2021-2022	GENERAL FUND OPERATING	\$ 10,000
ALPINE POLICE DEPT	TASERS	2021-2026	GENERAL FUND OPERATING	\$ 67,224
ALPINE POLICE DEPT	MOBILE HANDHELD RADIOS	2021-2025	GENERAL FUND OPERATING/ GRANT POSSIBILITIES	\$ 46,400
ALPINE POLICE DEPT	MOBILE DATA TERMINAL	2021-2024	GENERAL FUND OPERATING	\$ 10,000

UPCOMING

DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT
ALPINE POLICE DEPT	APD - BUILDING MAINTENANCE/REMODEL	2021-2024	GENERAL FUND OPERATING	\$ 120,000
			Alpine Police Department - Total	\$ 293,624
ANIMAL CONTROL	HVAC SYSTEM	2021-2023	GENERAL FUND OPERATING	\$ 25,000
ANIMAL CONTROL	CAT CONDOS	2021-2023	GENERAL FUND OPERATING	\$ 5,000
ANIMAL CONTROL	ANIMAL SHELTER REPAIRS/MAINTENANCE	2021-2024	GENERAL FUND OPERATING	\$ 30,000
ANIMAL CONTROL	INCINERATOR	2021-2023	GENERAL FUND OPERATING	\$ 20,000
			Animal Control Services - Total	\$ 80,000
GAS DEPARTMENT	RECTIFIER	2020-2022	GAS DEPARTMENT OPERATING	\$ 50,000
GAS DEPARTMENT	AC/HVAC UNIT	2021-2023	GAS DEPARTMENT OPERATING	\$ 25,000
GAS DEPARTMENT	BUILDING UPDATES	2021-2024	GAS DEPARTMENT OPERATING	\$ 50,000
GAS DEPARTMENT	BAY COVERAGE	2021-2023	GAS DEPARTMENT OPERATING	\$ 20,000
GAS DEPARTMENT	18' TRAILER	2021-2022	GAS DEPARTMENT OPERATING	\$ 8,500
			Gas Department - Total	\$ 153,500
HOT - TOURISM	VISITOR CENTER UPDATES	2021-2024	HOT FUNDS	\$ 45,000
HOT - TOURISM	OUTDOOR PORTABLE STAGE	2021-2023	HOT FUNDS	\$ 100,000
HOT - TOURISM	DOWNTOWN KIOSK	2021-2024	HOT FUNDS	\$ 31,000
			HOT Funds - Total	\$ 176,000
PUBLIC WORKS-PARKS	KUBOTA-MOWER	2021-2023	GENERAL FUND OPERATING	\$ 20,250
PUBLIC WORKS-PARKS	TRACTOR-MOWER	2021-2023	GENERAL FUND OPERATING/ USDA	\$ 35,000
PUBLIC WORKS-PARKS	SPLASH PAD	2022-2026	City Reserved \$50,000/ Donations	\$ 300,000
			PW - Parks - Total	\$ 355,250
PUBLIC WORKS - STREETS	MAINTAINER	2021-2025	GENERAL FUND OPERATING	\$ 250,000
PUBLIC WORKS - STREETS	DUMP TRUCK	2021-2025	GENERAL FUND OPERATING	\$ 100,000
PUBLIC WORKS - STREETS	FLEET MAINTENANCE FACILITY	2021-2023	GENERAL FUND OPERATING	\$ 60,000
PUBLIC WORKS - STREETS	FRONT END LOADER	2021-2024	GENERAL FUND OPERATING	\$ 85,000
			PW - Streets - Total	\$ 495,000

UPCOMING					
DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING	AMOUNT	
UTILITIES	AUTOMATED METERING SYSTEM	2021-2026	UTILITY OPERATING FUND/ARPA	\$ 1,400,000.00	
UTILITIES	REFURBISH WELLS - MUSQUIEZ	2021-2023	UTILITY OPERATING FUND	\$ 125,000.00	
UTILITIES	HOUSEHOLD HAZARDOUS WASTE	2021-2023	UTILITY OPERATING FUND	\$ 25,000.00	
UTILITIES	SUL ROSS STORAGE TANKS	2021-2022	UTILITY OPERATING FUND	\$ 50,000.00	
UTILITIES	MANHOLE ADDITIONS	2021-2026	UTILITY OPERATING FUND	\$ 200,000.00	
UTILITIES	INFRASTRUCTURE LOCATION/REPLACEMENT	2021-2025	UTILITY OPERATING FUND	\$ 3,000,000.00	
UTILITIES	GIS SYSTEM	2021-2026	UTILITY OPERATING FUND	\$ 250,000.00	
UTILITIES	BACKHOE	2021-2022	UTILITY OPERATING FUND	\$ 60,000.00	
UTILITIES	AUTOMATED WELL METERS	2022-2024	UTILITY OPERATING FUND	\$ 60,000.00	
UTILITIES	EASTSIDE SEWER EXTENSION	2021-2026	UTILITY OPERATING FUND	\$ 1,686,392.00	
UTILITIES	FACILITY MAINTENANCE	2021-2026	UTILITY OPERATING FUND	\$ 50,000.00	
UTILITIES	WASTEWATER TREATMENT PLANT	2021-2026	UTILITY OPERATING FUND/TWDB	\$ 5,000,000.00	
			Utilities - Total	\$11,906,392.00	
			CITY OF ALPINE - TOTAL	\$14,719,766.00	

CITY WIDE SOFTWARE

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

CITY OF ALPINE DEPARTMENT HEADS

PROJECTED EXPENSE

\$ 250,000 TO \$ 500,000



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	

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

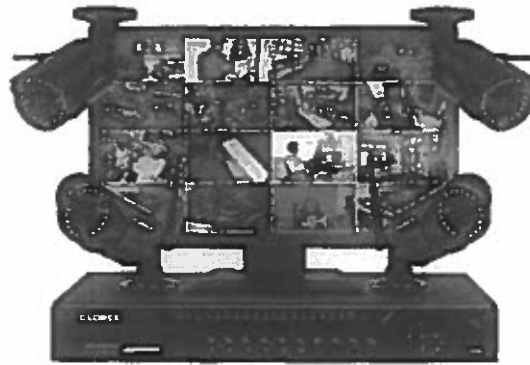
ALPINE POLICE DEPARTMENT

PROJECT MANAGER

CITY MANAGER &
ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 200,000



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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.

Hazard Mitigation Program

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

CITY MANAGER

PROJECTED EXPENSE

\$ 100,000



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

Outdoor Lighting Ordinance

RESPONSIBLE DEPARTMENT

ADMINISTRATION

PROJECT MANAGER

CITY MANAGER

PROJECTED EXPENSE

\$ 200,000



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.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 25,000	\$ 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

ALPINE SCHOOL HOUSE REMODEL

RESPONSIBLE DEPARTMENT

FINANCE DEPARTMENT

PROJECT MANAGER

MEGAN ANTRIM, DIRECTOR OF FINANCE

PROJECTED EXPENSE

\$ 300,000



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.

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
FINANCIAL PLAN	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 300,000					

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

AIRPORT RUNWAY LIGHTING PROJECT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

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



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 52,586	\$ 42,414				Design phase paid FY2020 through CARES Funds

FUNDING SOURCE

Texas Department of Transportation - Aviation Division grant & FAA support project. 90% funded by FAA/State, 10% funded by City of Alpine. City required match \$7,200 for design phase and \$95,000 for construction phase.

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

AIRPORT RUNWAY 1/19 SEALCOAT

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 590,000

PROJECT DESCRIPTION

Seal coat runway 1/19



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

City's required match paid in FY 2020/2021. Project 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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
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Sealer/Manpower/Foreign Object Debris (FOD) Removal

OPERATING BUDGET IMPACT IF NOT COMPLETED	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
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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 AWOS UPGRADE AND RELOCATION

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 175,000



PROJECT DESCRIPTION

Replace and relocate outdated AWOS - Automated Weather Observing System.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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 FY2022 or FY2023. 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

AIRPORT ROTATOR BEACON

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 15,000

**PROJECT DESCRIPTION**

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

AIRPORT COVERED PARKING AREA

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 20,000



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

AIRPORT MASTER - LAYOUT PLAN UPDATING

RESPONSIBLE DEPARTMENT

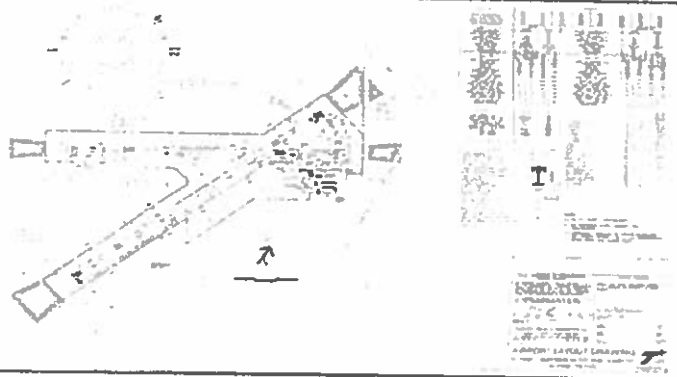
ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 150,000



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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 TAXIWAY EXPANSION

RESPONSIBLE DEPARTMENT	
ALPINE CASPARIS MUNICIPAL AIRPORT	
PROJECT MANAGER	
ABEL HINOJOS, AIRPORT SUPERVISOR	
PROJECTED EXPENSE	
\$ 60,000.00	
PROJECT DESCRIPTION	
Expansion of taxiway to new hangar construction.	

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 20,000	

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

AIRPORT KUBOTA-TUG UPGRADE

RESPONSIBLE DEPARTMENT

ALPINE CASPARIS MUNICIPAL AIRPORT

PROJECT MANAGER

ABEL HINOJOS, AIRPORT SUPERVISOR

PROJECTED EXPENSE

\$ 15,000



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)

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
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

APD K-9 UNIT

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$25,000



PROJECT DESCRIPTION

Alpine Police Department currently requires the assistance of outside entities to assist with drug interdiction. The acquisition of a multi-use K-9, necessities, and employee training would provide the department with needed resources/tools to perform their jobs.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000	\$ 5,000			

FUNDING SOURCE

General Fund - Operating Budget

Law Enforcement Grant possibilities

OPERATING BUDGET IMPACT IF COMPLETED

Additional yearly maintenance and necessities

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

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

APD - LICENSE PLATE READER

RESPONSIBLE DEPARTMENT

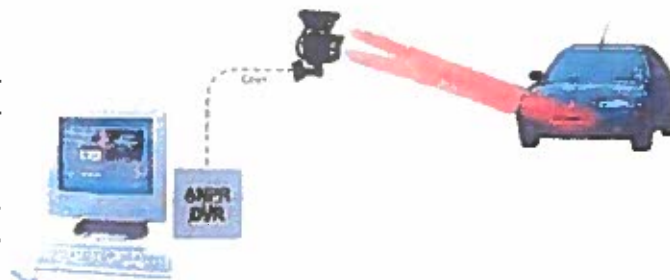
ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 15,000



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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 7,500	\$ 7,500				

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 - HOLDING CELLS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 10,000

**PROJECT DESCRIPTION**

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

APD TASER's

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 67,224

PROJECT DESCRIPTION

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



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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 -MOBILE HAND HELD UNITS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 46,400



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	
	\$ 10,000	\$ 10,000	\$ 20,000	\$ 6,500		

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

MOBILE DATA TERMINALS

RESPONSIBLE DEPARTMENT

ALPINE POLICE DEPARTMENT

PROJECT MANAGER

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 10,000



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	
	\$ 2,000	\$ 3,000	\$ 5,000			

FUNDING SOURCE

General Fund Operating - Police Department

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

ROBERT MARTIN, CHIEF OF POLICE

PROJECTED EXPENSE

\$ 80,000 TO \$ 120,000



PROJECT DESCRIPTION

Remodel/building maintenance to include new flooring, paint, ceiling replacement, HVAC update and maintenance, electrical upgrade.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	

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

ANIMAL SHELTER HVAC

RESPONSIBLE DEPARTMENT

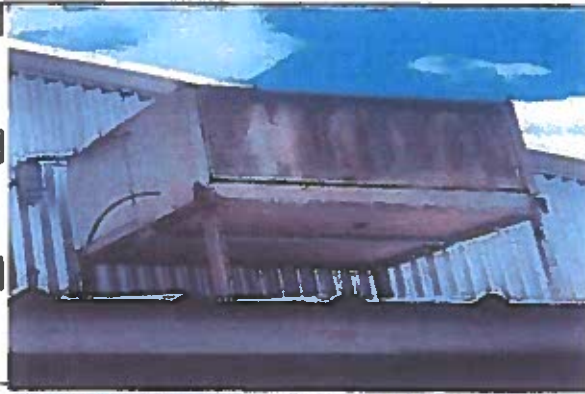
ANIMAL CONTROL SERVICES

PROJECT MANAGER

JENNIFER STEWART, ACO SUPERVISOR

PROJECTED EXPENSE

\$ 25,000



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 15,000				

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

CAT CONDOS

RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

PROJECT MANAGER

JENNIFER STEWART, ACO SUPERVISOR

PROJECTED EXPENSE

\$ 5,000

PROJECT DESCRIPTION

Build and install additional cat housing units



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 2,500	\$ 2,500				

FUNDING SOURCE

General Fund Operating Budget - Animal Control Services Department

OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES

ANIMAL SHELTER REPAIRS & MAINT

RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

PROJECT MANAGER

JENNIFER STEWART, ACO SUPERVISOR

PROJECTED EXPENSE

\$ 30,000



PROJECT DESCRIPTION

Upgrade current incinerator to a larger capacity unit to allow for additional disposal of larger animals

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

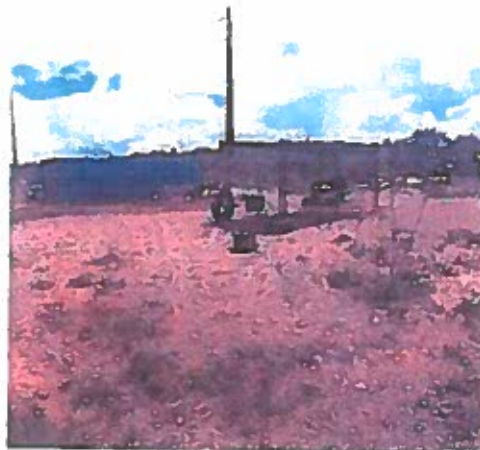
OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES



INCINERATOR

RESPONSIBLE DEPARTMENT

ANIMAL CONTROL SERVICES

PROJECT MANAGER

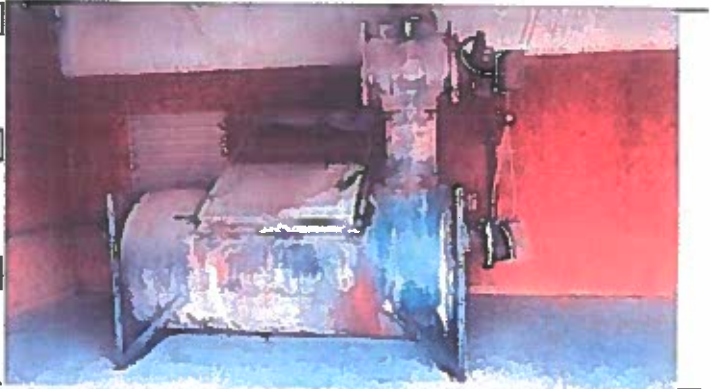
JENNIFER STEWART, ACO SUPERVISOR

PROJECTED EXPENSE

\$ 20,000

PROJECT DESCRIPTION

Upgrade current incinerator to a larger capacity unit to allow for additional disposal of larger animals



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000				

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

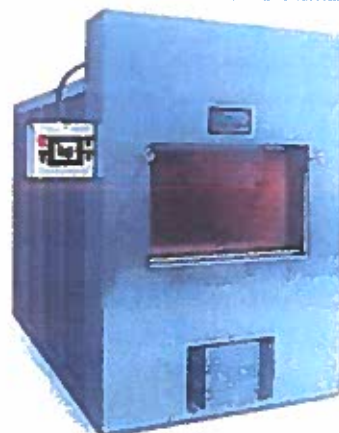
OPERATING BUDGET IMPACT IF COMPLETED

N/A

OPERATING BUDGET IMPACT IF NOT COMPLETED

N/A

PERFORMANCE MEASURES



CFS 2300 Pet
Cremation
Chamber

Made in Illinois

CFS 2300 Pet with
extra wide door
allowing for easy
loading and removal

RECTIFIER

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

RANDY GUZMAN, DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 50,000



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 50,000					

FUNDING SOURCE

Gas Department operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

PERFORMANCE MEASURES

HVAC SYSTEM

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

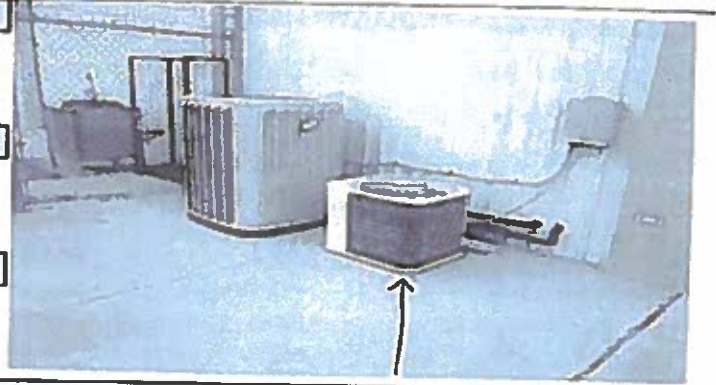
RANDY GUZMAN, DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 25,000

PROJECT DESCRIPTION

Update/Replace current system.



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

RANDY GUZMAN, DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 50,000

PROJECT DESCRIPTION

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



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



BAY COVERAGE

RESPONSIBLE DEPARTMENT

GAS DEPARTMENT

PROJECT MANAGER

RANDY GUZMAN, DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 20,000

Leas Dept. Need to cover Bay Area. Birds nesting

PROJECT DESCRIPTION

Replace current deteriorated building materials and install wildlife deterrent



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 10,000				

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

RANDY GUZMAN, DIRECTOR OF GAS DEPARTMENT

PROJECTED EXPENSE

\$ 8,500

PROJECT DESCRIPTION

Purchase of new trailer



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 8,500					

FUNDING SOURCE

Gas Department Operating budget

OPERATING BUDGET IMPACT IF COMPLETED

No Impact

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

VISITOR CENTER UPDATE

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

HEATHER YADON, VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 35,000.00 to \$ 45,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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



PORTABLE STAGE

RESPONSIBLE DEPARTMENT

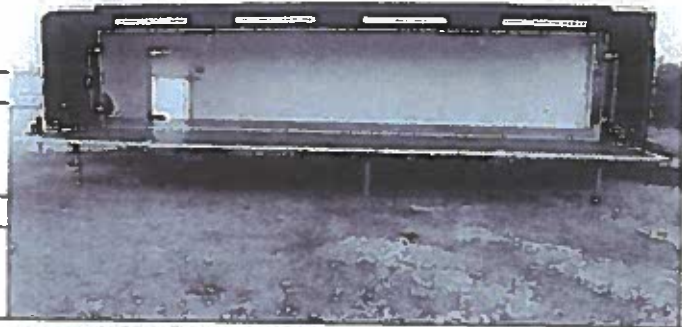
TOURISM - VISITOR CENTER

PROJECT MANAGER

HEATHER YADON, VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 20,000.00 to \$ 100,000.00



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.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 25,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Increased liability insurance and maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES



DOWNTOWN VISITOR KIOSK

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

HEATHER YADON, VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 31,000.00



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 offset 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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 15,000.00	\$ 10,000.00	\$ 60,000.00	\$	\$	

FUNDING SOURCE

HOT Funds

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance

OPERATING BUDGET IMPACT IF NOT COMPLETED

No Impact

PERFORMANCE MEASURES

VISITOR CENTER OUTDOOR REMODEL

RESPONSIBLE DEPARTMENT

TOURISM - VISITOR CENTER

PROJECT MANAGER

HEATHER YADON, VISITOR CENTER COORDINATOR

PROJECTED EXPENSE

\$ 280,599.03



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 280,599.03					

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



KUBOTA MOWER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

ROBERT LLANEZ, PARKS FOREMAN

PROJECTED EXPENSE

\$ 20,250



PROJECT DESCRIPTION

Mower to replace aged existing fleet

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000	\$ 12,250				

FUNDING SOURCE

General Fund Operating Budget - Public Works - Park Department

OPERATING BUDGET IMPACT IF COMPLETED

Decreased maintenance costs

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance costs

PERFORMANCE MEASURES

TRACTOR MOWER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

ROBERT LLANEZ, PARKS FOREMAN

PROJECTED EXPENSE

\$ 35,000

PROJECT DESCRIPTION

Purchase of new tractor mower to replace current shared mower.



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

SPLASH PAD

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

ROBERT LLANEZ, PARKS FOREMAN

PROJECTED EXPENSE

\$ 300,000

PROJECT DESCRIPTION

The installation of a splash pad at Kokernot park



FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

PUEBLO NUEVO PARK IMPROVEMENTS

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - PARKS DEPARTMENT

PROJECT MANAGER

ROBERT LLANEZ, PARKS FOREMAN

PROJECTED EXPENSE

\$ 425,000.00

**PROJECT DESCRIPTION**

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

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

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

10" BLADE MAINTAINER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREET DEPARTMENT

PROJECT MANAGER

EDDIE MOLINAR - PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$100,000.00 TO \$ 250,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

**CITY OF ALPINE CAPITAL IMPROVEMENT PLAN
2021 - 2026**

DUMP TRUCK

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREETS DEPARTMENT

PROJECT MANAGER

EDDIE MOLINAR - PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$ 45,000.00 TO \$ 100,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

FLEET MAINTENANCE FACILITY

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREETS DEPARTMENT

PROJECT MANAGER

EDDIE MOLINAR - PUBLIC WORKS DIRECTOR

PROJECTED EXPENSE

\$ 60,000.00



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

FRONT END LOADER

RESPONSIBLE DEPARTMENT

PUBLIC WORKS - STREET DEPARTMENT

PROJECT MANAGER

EDDIE MOLINAR - PUBLIC WORKS DIRECTORLL

PROJECTED EXPENSE

\$ 85,000.00



PROJECT DESCRIPTION

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

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

SMART WATER METERS

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

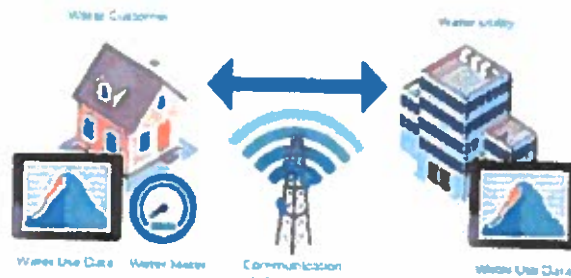
PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,400,000.00

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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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.



Musquiz Well Refurbishment

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 125,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 75,000.00	\$ 50,000.00	\$	\$	\$	

FUNDING SOURCE

Utility operating budget

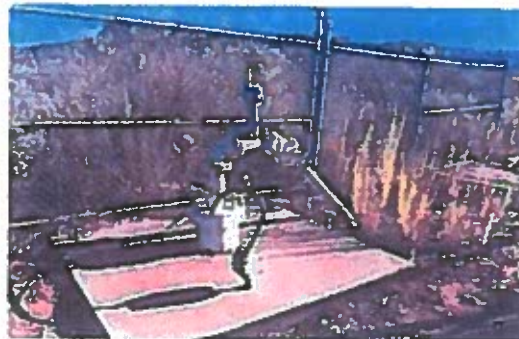
OPERATING BUDGET IMPACT IF COMPLETED

Decrease maintenance and demand on current operational wells

OPERATING BUDGET IMPACT IF NOT COMPLETED

Continued maintenance and demand on operational wells

PERFORMANCE MEASURES



HOUSEHOLD HAZARDOUS WASTE

RESPONSIBLE DEPARTMENT

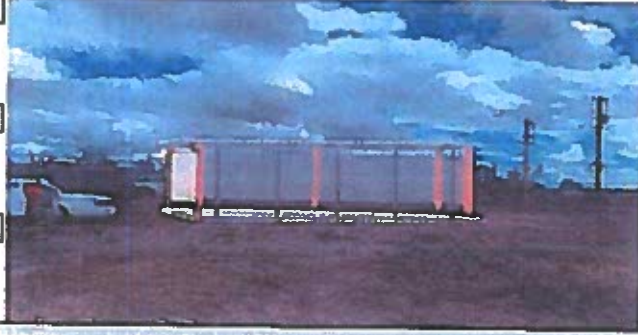
UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

ENVIRONMENTAL SERVICES COORDINATOR

PROJECTED EXPENSE

\$ 25,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

Additional disposal expenses

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

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 installation of SCADA monitoring.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

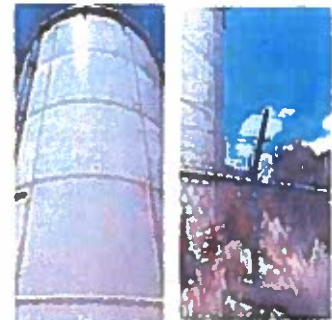
PERFORMANCE MEASURES

Tank: Sul Ross #2

100,000 gallon capacity.

25' High / 26' Diameter

Overflow Level: 23'



MANHOLES

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 200,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

OLD INFRASTRUCTURE LOCATION AND REPLACEMENT

RESPONSIBLE DEPARTMENT

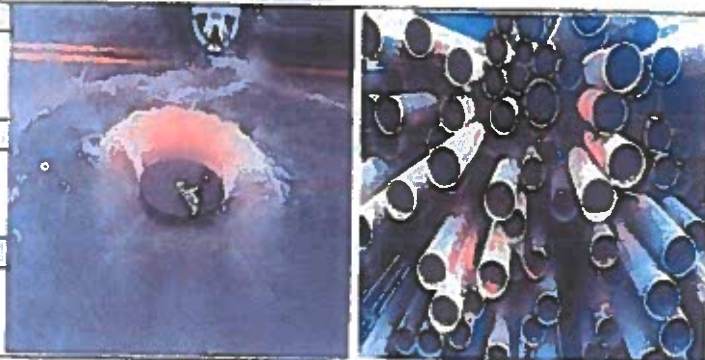
UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 500,000.00 to \$ 3,000,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 100,000.00	\$ 50,000.00	\$ 50,000.00	\$ 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

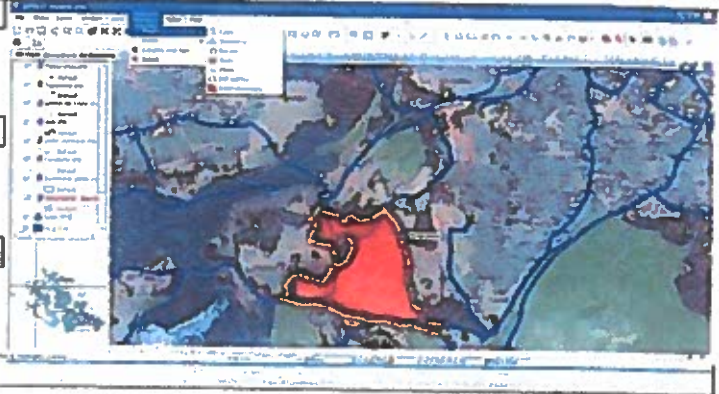
UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 50,000.00 to \$ 250,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

BACKHOE

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 60,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 60,000.00	\$	\$	\$	\$	

FUNDING SOURCE

Utility operating budget

OPERATING BUDGET IMPACT IF COMPLETED

Reduced maintenance fees

OPERATING BUDGET IMPACT IF NOT COMPLETED

Increased maintenance fees

PERFORMANCE MEASURES



AUTOMATED WELL METERS

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 60,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ -	\$ 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.



EASTSIDE SEWER EXTENSION

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,686,392.31



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	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

OPERATING BUDGET IMPACT IF COMPLETED

Additional maintenance and labor

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	6" DGR1 CL200 PVC Sewer Force Main	LF	2,250	\$30.00	\$67,500.00
5	6" SDR 35 PVC Sewer Line	LF	8,550	\$20.00	\$171,000.00
6	6" SDR 35 PVC Sewer Line	LF	1,650	\$20.00	\$33,000.00
7	14" Bore and Steel Encasement	LP	120	\$200.00	\$24,000.00
8	6" and 8" Slick Bores	LP	2,200	\$100.00	\$220,000.00
9	Force Main Connection	EA	1	\$1,500.00	\$1,500.00
10	Sewer Service Connections	EA	23	\$1,000.00	\$23,000.00
11	Metal Detectable Tape	LF	10,450	\$0.25	\$2,612.50
Construction Sub-Total					\$1,250,112.50
Contingencies (10%)					\$125,011.25
CONSTRUCTION TOTAL					\$1,375,123.75
Non-Construction Costs					
Engineering and Surveying (15%)					Total Cost
Inspection					\$208,268.56
ROW Acquisition					\$80,000.00
ENGINEERING SERVICES TOTAL					\$288,268.56
PROJECT TOTAL					\$1,663,392.31

FACILITY MAINTENANCE

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 25,000.00 TO \$ 50,000.00



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	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 10,000.00	\$ 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



WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT

UTILITIES - WATER/WASTEWATER/SANITATION

PROJECT MANAGER

UTILITIES DIRECTOR

PROJECTED EXPENSE

\$ 1,400,000.00 TO \$ 5,000,000.00



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 recommended 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 race track aerators 2) replacement of manual bar screen with automated 3) Update/replacement of electrical system to create one uniform electrical system 4) Repair/update and maintenance of clarifiers 5) Refurbishment of drying beds 6) Any additional improvements to ensure continued operation of plant.

FINANCIAL PLAN	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
	Year 1	Year 2	Year 3	Year 4	Year 5	
	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	Prior Years \$300,000 Engineer Contracted

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

Increased maintenance costs

TCEQ Enforcement

PERFORMANCE MEASURES



5 YEAR CAPITAL PLAN - 2020 - 2021

Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Airport	Lighting Project VASI to PAPI-2 conversion - 2024ALPIN	2020-2022	\$920,000	1	TrDOT Aviation - 90% funded by Grants, 10% Funded Local	Engineering being complete in 2020.
Airport	Seacoast Project Runway 01/19 sealcoat and mark - 2024APINE	2021	\$580,000	2	TrDOT Aviation - 90% funded by Grants, 10% Funded Local	
Airport	Rotator Beacon	2021	\$10,000	1	CARES Act or Ramp Grant	
Airport	Additional Sealcoating	2021-2023	\$500,000	2	TrDOT Aviation - 90% funded by Grants, 10% Funded Local	
Airport	AWOS replacement/relocation	2022	\$150,000	1	TrDOT Aviation - 90% funded by Grants, 10% Funded Local	
Airport	Update Airport Master Plan and Airport Layout Plan	2022-2023	\$150,000	2	TrDOT Aviation - 90% funded by Grants, 10% Funded Local	
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Public Works - Parks	SplashPad	2021	\$200,000	2	25% from City, 75% from donations and outside entities. City has already allocated these dollars.	City has already allocated \$50K to this project.
Public Works - Parks	Tractor - Mower	2022	\$70,000	2	Would look for grants to supplement our General Fund budget.	This item would be used to mow primarily along the city streets and causeways. Would utilize in alleys where applicable.
Public Works - Parks	Kubota Mower	2023	\$45,000	2	Mower to replace on existing fleet. Would need to pay for it via a donation or Public Works budget.	
Public Works - Parks	TPWD - Trade Grant, 2021-2023 (Phases I-III)	2021-2023	\$400,000	2	50-50 Grant Opportunity - This would directly target Pueblo Nuevo Park buildout and any additional projects that mature	The first main project to address is Pueblo Nuevo
Public Works - Streets	Front End Loader	2020	\$150,000	1	From Public Works budget. Buying a used one would cut this in half. We could also consider a lease.	Getting a Loader that is slightly smaller than our existing piece of equipment would allow us to get into the Alleys better and the portion of the creek between Ave E and Holland. Would also be used in our Paving Projects
Public Works - Streets	Wash Bay Construction	2020	\$15,000	2	From Public Works budget	Cleaning of vehicles and equipment. Would also be a location for other departments to utilize.
Public Works - Streets	2 New dump trucks	2021	\$150,000	1	Existing dump trucks are coming to end of life and would need to consider as part of paving budget. Buying used would cut the price in half.	Had targeted this purchase for 2018, but was never completed
Public Works - Streets	Small Maintenance	2021	\$75,000	2	From Public Works budget. Would also look at buying a used one for 40-50% of the price	This would allow us to work in the smaller (lighter) areas and smaller jobs maintenance jobs around buildings and parts.
Public Works - Streets	CDBG - Downtown Revitalization funds for sidewalks etc	2021	\$225,000	1	US-DA, CDBG. Funds for replacement of sidewalks and curbs in core business area. Est project cost is \$225,000. 96.5% CDBG/3.5% City match required. \$9,000 in City funds needed to apply by 9/1/2020. *City has funds identified for street improvements each year. match can come from those	
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
City Administration	Old Schoolhouse (aka - old Sunshine House)	2020-2023	\$200,000	2	Would look at \$60K in year one to get the Finance and Billing Staff moved over. Target Texas Historical Commission Grants after that	This facility plays historical importance to Alpine and one strategy of restoration is to move City Staff over there and open as our Billing/Finance Office. This would allow us to gradually restore this amazing facility to her old glory. This also allows us to spread out at City Hall and enjoy more social spacing in the workplace.
City Administration	Security Camera placed across town - lled in to Police Department	2021	\$20,000	2	Fund 50% from our IT budget, and look to supplement the remainder with grants.	Strategically place 20-25 more cameras around the community.
City Administration - Grant	Incubator Space for Economic Development	2022	\$400,000	3	Potential Economic Development Administration funding to establish an Incubator Business space	This is still in ideaconcept form, but may require some level of match and administration by the City if we pursue this route.
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Building Services - Code Enforcement	Technology Upgrades	2020-2024	\$15,000	1	General Fund	Incremental Software updates and upgrades to go along with iWork software tool purchased this fiscal year.
Building Services - Code Enforcement	New Vehicle - Code Enforcement	2020-2024	\$24,000	1	Lease program (60 month lease at \$400/month)	Existing Code Enforcement vehicle is end-of-life.

5 YEAR CAPITAL PLAN - 2020 - 2021

Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Building Services - Code Enforcement - Grant	CDBG- Planning & Capacity Building Grant- Strategic Growth & Development Plan	2021	\$10,000	1	US-DA, CDBG, Funds for a Strategic Growth and Development Plan for the City to include updated zoning. Program limits awards to \$55,000 with a 15% City match required. Est. project total is \$65,000 with \$10,000 in City funds needed to apply by 9/1/2020.	
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Visitor Center	Exterior Post Replacement, Exterior Lighting, Outside Benches	2020	\$5,000	2	From HOT Fund	Outdoor posts are rotting and lighting needs to be replaced. Also put in new benches as the venue gains importance for outdoor events.
Visitor Center	New HVAC for Visitor Center	2021	\$10,000	2	Would fund out of HOT Fund as part of the Visitor Center facility improvement	Have purchased a small floor A/C to help cool the office on the east side of building in the interim.
Visitor Center	Interior Lighting, Wiring and Ceiling Work	2021	\$10,000	2	From HOT Fund	Replace wiring and lighting inside the facility. Replace and enhance ceiling. This work needs to be done after HVAC work.
Visitor Center	Furniture for Visitor Center Lobby and Conference Room	2022	\$10,000	2	From HOT Fund	Replace furniture in lobby and conference room. Venue will continue to grow in it's community use.
Visitor Center	Outdoor Gazebos (2)	2022	\$7,500	2	From HOT Fund	One of Visitor Center and one at the Park on 5th and Sul Ross Avenue. The one on Sul Ross Avenue will also have information in it for people walking through downtown.
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Police	Tasers (current ones are outdated)	2020-2021	\$25,000	2	Targeting grant opportunities first	
Police	New Software for Licensing and Courts	2020-2021	\$25K-\$40K	1	Target grant opportunities first. Some will come from Operating budget	Costs are reliant on conversion of data from existing system.
Police	New Body Cam's - over three years	2020-2023	\$35,000	1	Targeting grant opportunities first	
Police	Uniforms	2020-2025	\$10K/year	1	General Fund	Not really a capital item, but need visibility for the cost structure we need to move forward with
Police	License Plate Readers (LPR's)	2021	\$5,000	1	Targeting grant opportunities first	
Police	Two holding Cells	2021-2022	\$250,000	1	Target grant opportunities first.	Continue to have challenges with County Jail occupancy levels and contemplating adding local holding cells
Animal Control	K-9	2021-2022	\$10,000	2	Target grants and second would be General Fund	\$5-\$8K for the K-9 and additional dollars for training
Animal Control	Security Cameras	2020-2022	\$3,000	2	Through General Fund	
Animal Control	Expand Outside Kennels (Fencing and Cover)	2021	\$17,000	1	Target funding through annual operating budget	
Animal Control	Shade Structure	2021	\$10,000	2	Target funding through annual operating budget	Would help with puppy intake and also dog enclosures
Animal Control	Replace both A/C Units	2021	\$5,000	2	Target funding through annual operating budget	Swap coolers
Animal Control	Replace one vehicle	2021-2025	\$30,000	2	Operating Budget - lease program through Enterprise	This would be our last vehicle to include in the lease program for ACO
Animal Control	Cremation / Incinerator	2022	\$18,000	1	Look for Grants first, second option is General Fund	High use item for facility
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Municipal Court	New Software - working in collaboration with PD	2020-2021		1		
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Fire Department	Ladder truck	2021	\$500,000	1	CDBG - Fire Ambulance & Service Truck (FAST) grant can provide \$500k towards Ladder truck with a minimum \$5k match (no funding is currently bid)	
Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Utilities	SCADA	2020	\$40,000	1	Target funding through annual operating budget	Will use materials purchased over last two years, but also need to supplement additional materials and labor as outlined in June 2, 2020 meeting.
Utilities	Electrical System	2020	\$50,000	1	Utilize budgeting through operating budget	Will try to complete in 2019-2020 FY
Utilities	Safety Program enhancements - material and training	2020-2022	\$10,000	1	Utilize budgeting through operating budget	
Utilities	Backhoes	2021	\$60,000	1	Utilize budgeting through operating budget	
Utilities	New sewer lines on east side of City	2021-2022	\$450,000	2	Potentially work from reserve dollars	

5 YEAR CAPITAL PLAN - 2020 - 2021

Department	Item	Fiscal Year	Amount	Priority	Funding Strategy	Notes
Utilities	Automated Metering System	2021-2022	\$1.2-\$1.4M	2	Would address through reserves over 2-3 year period	Upgrading to this type of meter will provide better capture of water usage and give citizens more accurate visibility to use of water. We can not 'cost-justify' with labor savings for a meter reader, but would increase billing by having meters that measure more precisely.
Utilities - Grant	Rehabish two inactive wells at Musquiaz and other underutilized water wells in current collection system	2021-2023	\$125,000	1	Categorize with other large fiscal items to determine if we need to obtain debt financing for critical items and impact of debt service on overall operating budget.	We also could review this project for 2022 CD8G Funding Cycle application
Utilities	Expand Ground Tank Storage at Golf Course effluent tank - utilization of water through KP and RL	2022	\$50K-\$100K	3	Work on grants through our Environmental Services team	This is part of the bigger project that Agenda B is working towards with the Regional Water Planning Group out of Austin
Utilities	Drying Beds	2022-2024	\$30,000	2	Utilize budgeting through operating budget	Restore all six drying beds
Utilities	Manhole additions	2023	\$90,000	2	Target funding through annual operating budget	30 identified manhole needs with an average cost of \$3K each to build with local staff.
Utilities	Classifiers	2024	\$20,000	1	Utilize budgeting through operating budget	Completed some work in early 2020, anticipate more repair in 3-5 years
Utilities - Gas	Kubota - Mini Excavator and Utility Trailer	2021	\$55,000	1	Fund from annual Gas Budget	
Utilities - Gas	Alternator to Kubota - repair existing Delch Which	2020	\$10,000	1	Annual operating budget	This would extend life by 2-5 years and push the \$55K capital cost out to that timeframe.
Utilities - Gas	Rectifier - For Fighting Buck Avenue	2021	\$50,000	1	Annual operating budget	Similar to project we did on South Neville Haynes in 2015
Utilities - Gas	Combustible Gas Indicators	2020-2023	\$36,000	2	Annual operating budget	Need 6 total (replace 2 of them a year for 3 years). Would cost \$12K a year.
Utilities - Gas	A/C Unit for Facility	2023	\$25,000	3	Annual operating budget	

4. Discuss, consider, and approve Resolution 2021-09-03, a resolution approving recommendation from the Hotel Occupancy Tax Committee, awarding HOT Grants to Applicants for FY 2021-2022 (M. Antrim, Interim City Manager)

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2021-09-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS APPROVING THE RECOMMENDED HOTEL OCCUPANCY TAX GRANT AWARDS FROM THE HOTEL OCCUPANCY TAX COMMITTEE FOR THE FISCAL YEAR 2021-2022.

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

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

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

WHEREAS, the HOT Committee has met on three separate occasions and has made the official recommendation, which the City Council deems appropriate to accept.

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

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

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

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

PASSED AND APPROVED THIS THE 7th DAY OF SEPTEMBER 2021 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Andres "Andy" Ramos, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

EXHIBIT A

Recommendation from the City of Alpine Hotel Occupancy Tax (HOT) Committee to the Alpine City Council for the appropriation of HOT funds for the 2021-2022 Fiscal Year

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

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

The Committee is enthusiastic about the proposed events and their contributions to the City and its community – especially their ability to encourage overnight visitation to Alpine – and recommends funding the following grants in the amounts listed below for a total of \$287,493. Complete details can be found in the attached spreadsheet.

1. Alpine Historical Association – Alpine Ghost Tours
Grant Total: \$9,000 (\$3,000 Advertising, \$6,000 Historical)
2. Alpine's Gallery Night, Inc. – ArtWalk
Grant Total: \$20,000 (\$15,000 Advertising, \$4,200 Arts)
3. Alpine's Gallery Night, Inc. – Spirits of the West Wine & Cheese Festival
Grant Total: \$14,600 (\$10,400 Advertising, \$5,000 Arts)
4. Big Bend Community Baseball & Softball, Inc. – Alpine Cowboys Baseball
Grant Total: \$25,000 (\$14,000 Advertising, \$1,000 Historical, \$10,000 Sporting Events)
5. Big Bend Film Commission
Grant Total: \$16,193 (Advertising)
6. Branch Public Relations, Inc. – A Moveable Feast (food festival)
Grant Total: \$24,000 (\$10,000 Advertising, \$13,000 Historical, \$1,000 Transportation)
7. Cinco de Mayo
Grant Total: \$16,200 (\$6,000 Advertising, \$10,000 Arts, \$200 Historical)
8. Family Crisis Center of the Big Bend, Inc. – FCCBB Cowboy Dance
Grant Total: \$1,500 (\$500 Advertising, \$1,000 Arts)
9. Fiesta 1888 (music event)
Grant Total: \$15,000 (\$3,000 Advertising, \$12,000 Arts)
10. Lone Star Cowboy Poetry Gathering
Grant Total: \$41,000 (\$30,000 Advertising, \$10,000 Arts, \$1,000 Transportation)

11. Kiwanis of Alpine – July 4th Celebration
Grant Total: \$3,000 (\$500 Advertising, \$2,500 Arts)
12. Danza Guadalup – Bringing Cultures Together / Reuniendo Culturas (cultural festival)
Grant Total: \$20,000 (\$4,000 Advertising, \$16,000 Arts)
13. Museum of the Big Bend
Grant Total: \$25,000 (Advertising)
14. Museum of the Big Bend – Trappings of Texas
Grant Total: \$25,000
15. Sul Ross State University Rodeo
Grant Total: \$10,000 (Sporting Events)
16. Viva Big Bend (music festival)
Grant Total: \$17,000 (\$7,000 Advertising, \$10,000 Arts)
17. Wicket Bluegrass Festival – Big Bend Bluegrass Festival
Grant Total: \$5,000 (Advertising)

The projected grant funds available in the 2021-2022 budget are not sufficient to support the funding requests in the amount that the HOT Committee recommends. Therefore, the Committee requests that the Alpine City Council make an additional appropriation from the existing HOT Fund Balance.

The HOT Committee realizes that the HOT Fund Balance is a finite resource, and that approximately \$280,000 of the balance has already been appropriated for the Visitor Center Remodel project. However, the Committee is confident that the amounts recommended can easily be covered by the existing Fund Balance while leaving an ample contingency fund, and that the value of the events justifies the expense.

The spreadsheet shows two additional columns for each of the three expense categories that are recommended for this extra funding (Advertising, Promotion of the Arts, Historical Restoration / Preservation and Sporting Events). The first column is the amount of the award coming from the budget, and the second column is the amount recommended from the HOT Fund Balance.

The Committee recommends a total of \$71,517 in Fund Balance support: \$51,367 under Advertising, as well as \$2,950 for Promotion of the Arts, \$10,200 for Historical Restoration / Preservation, and \$7,000 for Sporting Events.

5. Discuss, consider, and approve Resolution 2021-09-04, a resolution approving the City Investment Plan for FY 2021-2022 (M. Antrim, Interim City Manager)

THE STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2021-09-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS ADOPTING AN INVESTMENT POLICY REGARDING FUNDS FOR THE CITY OF ALPINE FOR FISCAL YEAR 2021-2022.

WHEREAS, the City Council of the City of Alpine shall adopt an investment policy regarding funds for the City of Alpine, Texas; and

WHEREAS, this investment policy shall comply with the Public Funds Investment Act, Chapter 2256, Texas Government Code; and

WHEREAS, the City Council desired to adopt an investment policy in order to reflect the changes in the Public Funds Investment Act (PFIA), as well as incorporate needed administrative and procedural modifications which have occurred over time.

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

SECTION 1. The policy attached hereto as “Exhibit A” and made a part hereof is hereby adopted as the official Investment Policy of the City of Alpine, Texas.

SECTION 2. The attached policy shall be filed in the official records with the City Secretary.

SECTION 3. This Resolution and aforementioned Investment Policy shall take effect immediately upon its passage and approval.

PASSED AND APPROVED THIS THE 7th DAY OF SEPTEMBER 2021 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

Andres “Andy” Ramos, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

EXHIBIT “A”

CITY OF ALPINE

SECTION: FINANCE POLICIES	INITIAL EFFECTIVE DATE: 12-10-2013
SUBJECT: INVESTMENTS	REVISION DATE: 06-16-2020
TITLE: INVESTMENT POLICY	REVISION DATE:

I. PURPOSE

It is the objective of the City of Alpine to invest public funds in a manner which will provide maximum security and the best commensurate yield while meeting the daily cash flow demands of the City and conforming to all federal, state, and local statutes, rules, and regulations governing the investment of public funds. This policy serves to satisfy the statutory requirements of defining and adopting a formal investment policy. The Policy and investment strategies shall be reviewed annually by the City Council who will formally approve any modifications. This Investment Policy, as approved, is in compliance with the provisions of the Public Funds Investment Act of Tex. Gov’t Code Chapter 2256.

II. SCOPE

- A. This Investment Policy applies to the investment activities of the City of Alpine, Texas. All financial assets of all funds, including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project funds, Enterprise Funds and any other accounts of the City not specifically excluded in these policy guidelines are included. These funds are accounted for in the City’s Comprehensive Annual Financial Report (CAFR). These funds, as well as others that may be created from time-to-time, shall be administered in accordance with the provisions of this Policy. Some funds may be pooled for investment purposes.

In addition to this Policy, the investment of bond proceeds and other bond funds (including debt service and reserve funds) shall be governed and controlled by their governing ordinance and by the provisions of the Tax Reform Act of 1986, including all regulations and rulings promulgated thereunder and applicable to the issuance of tax – exempt obligations.

- B. Funds covered by this Policy may include:

1. General Fund – used to account for resources traditionally associated with government, which are not required to be accounted for in another fund.
For Example: Pooled Checking
2. Special Revenue Funds – used to account for the proceeds from specific revenue sources which are restricted or committed to expenditures for specific purposes other than debt service or capital projects.
3. Debt Service Funds – used to account for resources to be used for the payment of principal, interest, and related costs on general obligation debt.
4. Capital Project Funds – used to account for resources to enable the acquisition or construction of major capital facilities which are not financed by enterprise funds, internal service funds, or trust funds.
5. Enterprise Funds – used to account for operations that are financed and operated in a manner similar to private business enterprises. For example: Water & Waste Water Utilities, Gas Utilities
6. Internal Service Funds – used to account for the cost of providing goods or services between City departments.
7. Trust and Agency Funds – used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.
8. Bond Reserve Funds – funds set at prescribed levels by certain bond ordinances to pay principal and/or interest if required to prevent default.
9. New funds available for investment by the City, such as (but not limited to) resources associated with Public Improvement Districts or Tax Increment Financing Zones, unless specifically excluded herein.
10. Bond Funds – funds established with the proceeds from specific bond issues when it is determined that segregating these funds from the pooled funds' portfolio will result in maximum interest earning retention under the provisions of the Tax Reform Act of 1986.
11. Endowment Funds – funds given to the City with instructions that the principal is to remain intact, unless otherwise agreed to, and the income generated by the investments will be used for specified purposes.
12. Trust or Escrowed Funds – funds held outside the City by a trust or escrow agent but belonging to the City.

- C. This Policy shall not govern funds, which are managed under separate investment programs in accordance with the Tex. Gov't Code Sec. 2256.004. The City Shall and will maintain responsibility for these funds to the extent required by federal and state law, and donor stipulations. This Policy also does not apply to monies held in escrow to retire bonds which are subject to defeasance requirements stated under their respective bond ordinances.

III. INVESTMENT OBJECTIVES AND STRATEGIES

It is the policy of the City that, giving due regard to the safety and risk of investments, all available funds shall be invested in conformance with federal and state regulations, applicable bond ordinance requirements, adopted Investment Policy and investment strategies.

In accordance with the Public Funds Investment Act, the following prioritized objectives (in order of importance) in accordance with the Tex. Gov't. Code Sec. 2256.005 (d) apply for each of the City's investment strategies.

- A. Suitability – Understanding the suitability of the investment to the financial requirements of the City is important. Any investment eligible in the Investment Policy is suitable for all City funds.
- B. Safety – Preservation and safety of principal are the primary objectives of the Investment Policy. All investments will be in high-quality securities with no perceived default risk.
- C. Liquidity – The City's investment portfolio will remain sufficiently liquid to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets. Short-term investment pools and money market mutual funds provide daily liquidity and may be utilized as a competitive investment alternative to fixed income instruments.
- D. Marketability – Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement. Historical market "spreads" between the bid and offer prices of a particular security type of less than a quarter of a percentage point shall define an efficient secondary market.
- E. Diversification – Investment maturities shall be staggered to provide cash flow based on the anticipated needs of the City. Diversifying the appropriate maturity structure will reduce market cycle risk.
- F. Yield – Attaining a competitive market yield, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio, is the desired objective. The goal of the City's investment portfolio is to regularly meet or exceed the average rate of return on U.S. Treasury bills at a maturity level comparable to the portfolio's weighted average maturity in days. The yield of an equally weighted, rolling twelve month moving average of a one-year U.S. Treasury bill portfolio shall be the minimum yield objective or "benchmark". One-year U.S. Treasury bill information is derived from the Federal Reserve Statistical Release H.15 for constant maturities. A secondary objective will be to obtain a yield equal to or in excess of a local government investment pool or money market mutual fund.

The first measure of success in this area will be the attainment of enough income to offset inflationary increases. Although steps will be taken to obtain this goal, the City's staff will follow the "Prudent Person" statement relating to the standard of care that must be exercised when investing public funds as expressed in the Tex. Gov't Code Sec. 2256.006(a-b). The Investment Officer shall avoid any transaction that might impair public confidence in the City's ability to govern effectively. The governing body recognizes that in adequately diversifying the maturity structure within the portfolio to meet the City's expenditure needs, occasional measured unrealized losses due to market volatility and rising interest rates are inevitable, and must be considered within the context of the overall portfolio's investment return. The prudence of the investment decisions shall be measured in accordance with the tests set forth in the Tex. Gov't Code Sec. 2256.006(b)/.

IV. INVESTMENT STRATEGY FOR SPECIFIC FUND GROUPS

In order to better diversify, maximize interest earnings and otherwise meet stated objectives, fund groups may be combined into one or more internal investment pools. Although fund monies may be combined into a single asset portfolio, proportional fund ownership will be accounted for separately. The City maintains separate portfolios for some individual funds or groups of funds that are managed in accordance with the terms of this Policy and by the corresponding investment strategies listed below.

- A. Investment Pool Strategy – The City's Investment Pool is an aggregation of the majority of City funds which includes tax receipts, enterprise fund revenues, fine and fee revenues, reserve funds for outstanding utility system revenue bonds, as well as some, but not necessarily all, bond proceeds, grants, gifts and endowments. This portfolio is maintained to meet anticipated daily cash needs for the City's operations, capital projects and debt service. In order to ensure the ability of the City to meet obligations and to minimize potential liquidation losses, the dollar-weighted average stated maturity of the investment pool shall not exceed 1.5 years or 550 days. The objective of this portfolio is to:
1. Ensure safety of principal by investing in only high-quality securities for which a strong secondary market exists.
 2. Ensure that anticipated cash flow needs are matched with adequate investment liquidity.
 3. Limit credit risk and interest rate risk through diversification.
 - a. Credit Risk – The City will minimize credit risk, which is the risk of all or part of the investment due to the failure of the security issuer or backer, by:
 - i. Limiting investments to the types of securities listed in Section VII of this Investment Policy.

- ii. Pre-qualifying and conducting ongoing due diligence of the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business in accordance with Section IX.
 - iii. Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.
 - b. Interest Rate Risk – The City will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in the market interest rates, by:
 - i. Structuring the investment portfolio so that security maturities match cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
 - ii. Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting individual security maturity as well as the average maturity of the portfolio in accordance with this policy.
 - 4. Attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy by actively managing the portfolio to meet or exceed the twelve-month moving average yield on a one-year U.S. Treasury bill as derived from the Federal Reserve Statistical Release H.15 for constant maturities.
- B. Bond Funds Strategy – Occasionally, separate non-pooled portfolios are established with the proceeds from bond sales in order to maximize earnings within the constraints of arbitrage regulations. The objectives of the portfolio are to:
 - 1. Ensure safety of principal by investing in only high-quality securities for which a strong secondary market exists.
 - 2. Ensure that anticipated cash flow needs are matched with adequate investment liquidity.
 - 3. Limit market and credit risk through diversification.
 - 4. Attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy and bond ordinance by actively managing the portfolio to meet or exceed the bond yield.
- C. Trust or Escrowed Funds Strategy – Funds that are held outside the City by a trust or escrow agent but belonging to the City are governed by their respective trust or escrow agreement and are subject to the provisions of this Policy. The objectives of the portfolios are to:

1. Ensure safety of principal by investing in only high-quality securities for which a strong secondary market exists.
2. Ensure that anticipated cash flow needs are matched with adequate investment liquidity.
3. Limit market and credit risk through diversification.
4. Attain the best feasible yield commensurate with the objectives and restrictions set forth in the Policy and the trust/escrow agreement.

V. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to the Director of Finance, hereinafter referred to as the Investment Officer and the City Manager, as set by this Investment Policy. Responsibility for the operation of the investment program is hereby delegated to the Investment Officer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. At a minimum, procedures should include references to the following: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and procedures established by the Investment Officer or City Manager. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The City Manager, Director of Finance, Mayor, City Council, and other Finance Department employees shall be personally indemnified in the event of investment loss provided the Investment Policy has been followed.

VI. RESPONSIBILITY AND STANDARD OF CARE

- A. Delegation and Training – The Investment Officer and department designees will use this Policy as the primary guidelines for the City’s investment program, procedures, and internal control issues. The Director of Finance who oversees financial operations is designated as the Investment Officer, pursuant to Tex. Gov’t Code Sec. 2256.005(f). Upon taking office or assuming duties, the Investment Officer of the City of Alpine shall attend at least one PFIA training session within 12 months. Thereafter, ten (10) hours of investment training relating to the officer’s responsibilities will be taken once every two years. The investment training session shall be provided by an independent source approved by this policy. For purposes of this policy, an “independent source” from which investment training shall be obtained shall include a professional organization with whom the City may engage in an

investment transaction. Thus, these independent sources will be training sessions sponsored, accredited or endorsed by the Government Treasurers Organization of Texas (GTOT), Center for Public Management at the University of North Texas (UNT), Government Finance Officers Association of Texas (GFOAT), Texas Municipal League (TML), North Central Texas Council of Governments (NCTCOG), Association of Public Treasurers United States & Canada (APT US & C), and Government Finance Officers' Association (GFOA).

- B. Conflicts of Interest – All participants in the investment process shall seek to act responsibly as custodians of public assets. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.
- C. Disclosure – Anyone involved in investing City Funds shall file with the Investment Officer a statement disclosing any personal business relationship with a business organization offering to engage in investment transactions with the City or is related within the second degree by affinity or consanguinity as determined under the Tex. Gov't. Code Ch. 573, to an individual seeking to transact investment business with the City. A disclosure statement must also be filed with the Texas Ethics Commission and the City Council. An Investment Officer or other employee has a personal business relationship with a business organization if any of the following three conditions are met:
 - 1. The Investment Officer or employee owns 10% or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization.
 - 2. Funds received by the Investment Officer or employee from the business organization exceed 10% of the investment officer's gross income for the prior year.
 - 3. The Investment Officer or employee has acquired from the business organization during the prior year investments with a book value of \$2,500 or more for their personal account.
- D. Prudence – The standard of prudence to be used by the investment officials shall be the "Prudent Person Rule", as set forth in Tex. Gov't. Code Dec. 2256.006, and will be applied in the context of managing an overall portfolio: "Investments shall be made with judgment and care under prevailing circumstances, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investments, considering the probable safety of their capital as well as the probable income to be derived."

Investment officials acting in accordance with the Investment Policy and exercising due diligence shall be relieved of personal responsibilities for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds over which the official had responsibility rather than consideration as to the prudence of a single investment and whether the investment decision was consistent with the City's Investment Policy.

E. Reporting

Quarterly – The first month of each quarter, the Investment Officer shall prepare and submit to the City Council a written report of investment transactions for all funds covered by this Policy for the preceding reporting period and contain all of the information required by Section 2256.023.

Annually – The City Council shall review and approve the Investment Policy and investment strategies at least annually and be documented by Resolution which shall include any changes made.

Compliance Audit – The City's external independent auditor will conduct an annual review of the quarterly reports in conjunction with the annual financial audit. The results of the audit will be reported to City Council. The audit will also review compliance with management controls on investments and adherence to this Policy.

- F. Performance Standards** – The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken and the benchmarks shall have a similar weighted average maturity as the portfolio
- G. Marking to Market** – The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least quarterly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed consistent with GFOA Recommended

Practice on “Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools.” In defining market value, considerations should be given to GASB Statement 31 pronouncement.

- H. The guidelines of retaining records for seven years as recommended in the Texas State Library Municipal Records Manual should be followed with respect to the investment of funds other than bond proceeds. The Investment Officer shall oversee the filing and/or storing of investment records.

VII. SUTABLE AND AUTHORIZED INVESTMENT SECURITIES

- A. Active Portfolio Management – The City intends to pursue an active versus a passive investment management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. In addition, the Investment Officer may at times restrict or prohibit the purchase of specific types of investments or issuers due to current market conditions.

The City shall take all prudent measures consistent with this Investment Policy to liquidate an investment that no longer meets the required minimum rating standards, as per the Tex. Gov’t. Code Sec. 2256.021. However, if it is determined by the Investment Officer that the City would benefit from holding the securities to maturity to recapture its initial investment then the Investment Officer may act accordingly. The City is not required to liquidate investments that were authorized investments at the time of purchase. (Tex. Gov’t. Code Sec. 2256.017)

- B. Authorized Investments – City funds governed by this Policy may be invested in instruments described below, all of which are authorized by the Public Funds Investment Act (PFIA).
 - 1. Direct Obligations of the United States of America, its agencies and instrumentalities (maturing in less than five years).
 - 2. Other obligations, the principal and interest of which are unconditionally guaranteed or issued by, or backed by the full faith and credit of, the United States of America, or any obligation fully guaranteed or insured by the Federal Deposit Insurance Corporation (maturing in less than five years).
 - 3. Direct obligations of the State of Texas or its agencies thereof, Counties, Cities, and other political subdivisions rated as to investment quality by a nationally recognized investment rating firm not less than AA or its equivalent (maturing in less than two years).

4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas, rated as to investment quality by a nationally recognized investment rating firm not less than AA or its equivalent (maturing in less than two years).
5. Fully insured or collateralized certificates of deposit/share certificates issued by state and national banks or savings bank or a federal or state credit union (having its main or branch office in Texas) guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor; and secured by obligations in accordance with Section XII herein (maturing in less than two years).

In addition to the City's authority to invest funds in certificates or deposit and share certificates stated above, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Tex. Gov't. Code Sec. 2256.010(b): (1) the funds are invested by the City through a clearing broker registered with the Securities and Exchange Commission (SEC) and operating pursuant to SEC rule 15c3-3 (17 C.F.R. Section 240.15c3-3) with its main office or branch office in Texas and selected from a list adopted by the City Council as required by Section 2256.025; or a depository institution that has its main office or a branch office in this state and that is selected by the City Council; (2) the selected broker or depository institution arranges for the deposit of funds in certificates of deposit in one or more federally insured depository institutions, wherever located for the account of the City; (3) the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; (4) the selected broker or depository institution acts as custodian for the City with respect to certificates of deposit issued for the account of the City.

6. Commercial paper that has a stated maturity of 270 days or less from the date of issuance and is rated A-1 or P-1 or an equivalent rating by at least two nationally recognized rating agencies.
7. Public (local) fund investment pools with a dollar weighted average maturity of 60 days or less. The pool must be approved through resolution by the City Council to provide services to the City and be continuously rated no lower than Aaa or AAAm or at an equivalent rating by at least one nationally recognized rating service. A public funds investment pool created to function as a money market mutual fund must "mark to market" daily and stabilize at a \$1 net asset value.

To be eligible to receive funds from and invest funds on behalf of the City, an investment pool must furnish to the Investment Officer or other authorized representative an offering circular or other similar disclosure instrument that contains information required by the Tex. Gov't. Code Sec. 2256.016. Investments will be made in a local government investment pool only after a

thorough investigation of the pool and approval by the City Council which shall at least annually review, revise and adopt the local government investment pool(s).

8. A Securities and Exchange Commission (SEC) registered, no load money market mutual fund which has a dollar weighted average stated maturity of 60 days or less and whose investment objectives includes the maintenance of a stable net asset value of \$1 for each share. Furthermore, it must be rated not less than Aaa, AAAM or an equivalent rating by at least one nationally recognized rating service and the City must be provided with a prospectus and other information required by the SEC Act of 1934 or the Investment Company Act of 1940. Investments will be made in a money market mutual fund only after a thorough investigation of the fund and approval by the Investment Officer which shall, at least annually, review, revise and adopt the money market mutual fund(s).

C. Prohibited Investments – The City's authorized investment options are more restrictive than those allowed by state law. Furthermore, this Policy specifically prohibits investment in the securities listed below:

1. Obligations, whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
2. Obligations whose payments represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
3. All collateralized mortgage obligations
4. Reverse repurchase agreements.

D. Diversification – It is the policy of the City to diversify its investment portfolios. The diversification will protect interest income from the volatility of interest rates and the avoidance of undue concentration of assets in a specific maturity sector; therefore, portfolio maturities shall be staggered. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Risk of market price volatility shall be controlled through maturity diversification and by controlling unacceptable maturity extensions and a mismatch of liabilities and assets. The maturity extension will be controlled by limiting the weighted average maturity of the internal investment pool portfolio to 550 days. All long-term maturities will be intended to cover long-term liabilities. In addition, at least five (5) percent of the funds in the investment pool portfolio will be liquid at all times. Investment pool liquidity, which consists of immediately available funds, is defined as shares in a local government investment pool and money market mutual fund, as well as bank demand deposit balances. Although there is no maximum defined portfolio liquidity position, it is the intent of this Policy to seek out higher yielding

alternative investments in accordance with the prioritized objectives or preservation and safety of principal, meeting liquidity needs and yield enhancement as stated throughout the Public Funds Investment Act.

2. The Investment Officer and City Manager shall establish strategies and guidelines for the percentage of the total portfolio that may be invested in U.S. Treasury securities, federal agencies/instrumentalities, and insured/collateralized certificates of deposit and other securities or obligations. The Investment Officer shall conduct an annual review of these guidelines, and shall evaluate the probability of market and default risk in various investment sectors as part of its considerations.
3. Risk of principal loss in the portfolio as a whole shall be minimized by diversifying investment types according to the following limitations based on book values:

<u>Investment Type</u>	<u>% of Portfolio</u>
• U.S. Government Treasury Notes/Bills & Obligations	100%
• U.S. Government Agencies & Instrumentalities	100%
• State of Texas Obligations, Agencies & Local Gov't.	15%
• Local Government Investment Pools	75%
• Certificates of Deposit (fully insured or collateralized)	75%
• U.S. Money Market Mutual Fund	35%
• Callable U.S. Agencies/Instrumentalities	20%
• Commercial Paper	5%

By Institution

- | | |
|--|------------------|
| • Collateralized Certificates of Deposit | No more than 25% |
| • ALL Other (except U.S. Treasuries) | No more than 35% |

4. Purchases of securities with stated maturities greater than the maximum authorized under Section VII.B require prior City Council approval.

VIII. COMPETITIVE BIDDING

It is the policy of the City to require competitive bidding for all individual security purchases and sales, as well as for certificates of deposit. Exceptions include:

- A. Transactions with money market mutual funds and local government investment pools which are deemed to be made at prevailing market rates.

B. Treasury and agency securities purchased as new issues through an approved broker/dealer, financial institution or investment advisor.

C. Automatic overnight “sweep” transactions with the City’s depository bank.

Bids or offers must be solicited for all other transactions involving individual securities. The City’s investment advisor is also required to solicit bids or offers when transacting trades on the City’s behalf. In situations where the exact security is not offered by other broker/dealers, offers on the closest comparable investment may be used to establish a fair market price for the security. In the case of a certificate of deposit purchase, at least two other offers should be solicited to provide a comparison. When few, if any, banks wish to participate then staff may use another authorized investment of similar maturity for evaluation purposes. The quotes may be accepted orally, in writing, electronically, or any combination of these methods. The Investment Officer may approve exceptions on a case by case basis or on a general basis in the form of guidelines. These guidelines shall take into consideration the investment type, maturity date, amount and potential disruptiveness to the City’s investment strategy.

IX. SELECTION OF BANKS, BROKERS/DEALERS AND INVESTMENT ADVISOR

A. Depository – City Council shall, by ordinance, “select and designate one or more banking institutions as the depository for the monies and funds of the City” in accordance with the requirement of Tex. Loc. Gov’t. Code Ch. 105. At least every five (5) years a depository shall be selected through the City’s banking services procurement process, which shall include a format request for proposal (RFP). The selection of a depository will be determined by a competitive process and evaluated on the following criteria:

1. Qualified as a depository for public funds in accordance with state and local laws.
2. Provided requested information or financial statements for the periods specified.
3. Complied with all requirements in the banking RFP.
4. Completed responses to all required items on the proposal form.

5. Offered lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
6. Met credit worthiness and financial standards.

- B. Investment Broker/Dealers – If the City has not retained an investment advisor, then the Investment Officer shall be responsible for adopting the list of qualified brokers/dealers and financial institutions authorized to engage in investment transactions with the City. Authorized firms may include primary dealers or regional broker/dealers that qualify under SEC Rule 15C3-1 (uniform net capital rule) and qualified depositories as established by the Tex. Loc. Gov't. Code Ch. 105. The Investment Officer shall base its evaluation of security broker/dealers and financial institutions upon:
1. Financial condition, strength and capability to fulfill commitments.
 2. Overall reputation with other broker/dealers or investors.
 3. Regulatory status of the broker/dealer.
 4. Background and expertise of the individual representatives.
 5. Ability to provide additional advisory services.

The Investment Officer must annually review the list of qualified broker/dealers authorized to engage in investment transactions with the City. Investment Officers, or their authorized representatives, shall not conduct business with any firm with whom public entities have sustained realized losses on investments or whose name has removed from an approved list. All qualified broker/dealers shall provide the City with referenced from public entities which they are currently serving.

- C. Investment Advisor – The City may retain the services of an investment advisory firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to assist in the review of cash flow requirements, the formulation of investment strategies, and the execution of security purchases, sales, and deliveries. The investment advisory contract with the City may not be for a term longer than two years and its renewal or extension must be approved by City Council by ordinance or resolution as required by the Tex. Gov't Code Sec. 2256.003(b).
- D. Compliance – A qualified representative from any firm offering to engage in investment transactions with the City is required to sign a written instrument upon receiving and reviewing a copy of the City's Investment Policy. Investments shall only be made with those business organizations (including money market

mutual funds and local government investment pools) which have provided the City with this written instrument executed by a qualified representative of the firm, acknowledging that the business organization has:

1. Received and reviewed the City's Investment Policy.
2. Implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.
3. If the City has contracted with an investment advisor, the advisor shall be responsible for performing financial due diligence on the City's behalf. On an annual basis, the advisor will provide the City with a list of its authorized broker/dealers, as well as the required written instrument described above.

X. COLLATERALIZATION, SAFEKEEPING AND CUSTODY

- A. Collateralization – The City requires that all uninsured collected balances plus accrued interest, if any, in depository accounts be secured in accordance with the requirements of state law. Financial institutions serving as City depositories will be required to sign a depository agreement with the City which details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, rights of substitution and conditions for agreement termination.

The City requires that all uninsured certificates of deposit plus accrued interest held with a depository be secured in accordance with the requirements of state law. Financial institutions will be required to sign a written depository and security agreement which stipulates eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, rights of substitution, and conditions for agreement termination.

Collateral will always be held by an independent third party with which the City has a current custodial agreement and shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. All deposits and investments of City Funds, other than direct security purchases, money market mutual funds and local government investment pools shall be secured by pledged collateral set at no less than 102 percent of the market value of principal and accrued interest on the deposits or investments less an amount insured by FDIC. Eligible collateral to secure the City's deposits include:

1. Direct obligations of the United States government.

2. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith credit of, the United States government.
3. Direct obligations of agencies or instrumentalities of the United States government, including letters of credit.
4. Cash

The City will reject adjustable rate mortgages (ARMs), collateralized mortgage obligations (CMOs), step – ups, variable rate instruments (except U.S. Treasury inflation protected securities), or securities that are not found on common pricing systems.

- B. Safekeeping and Custody – Safekeeping and custody of the City’s investment shall be in accordance with state law. All security transactions, except local government investment pool and money market mutual fund transactions, shall be conducted on a delivery versus payment (DVP) basis. Investment securities will be held by a third-party custodian designated by the City and be required to issue safekeeping confirmation notices to the City clearly detailing that the securities are owned by the City.

Safekeeping and custody of collateral pledged to the City shall be in accordance with state law. Collateral will be held by a third-party custodian designated by the City. The custodian is required to issue safekeeping confirmation notices to the City clearly showing that the securities are pledged to the City.

- C. Subject to Audit – All collateral shall be subject to inspection and audit by the Director of Finance, or designee, as well as the City’s independent auditors.

XI. MANAGEMENT AND INTERNAL CONTROLS

Controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees or Investment Officers of the City.

Controls and managerial emphasis deemed most important that shall be employed include the following:

Imperative Controls

- Custodian safekeeping confirmation notices records management.
- Avoidance of bearer-form securities

- Documentation of investment bidding events
- Written confirmation of telephone transactions
- Reconcilements and comparisons of security confirmation notices with the investment records
- Compliance with Investment Policy
- Verification of all interest income and security purchase and sell computations

Controls Where Practical

- Control of Collusion
- Separation of duties
- Separation of transaction authority between Accounting and Record-Keeping
- Clear delegation of authority
- Accurate and timely reports
- Validation of investment maturity decisions with supporting cash flow data
- Adequate training and development of Investment Officers and staff authorized to execute investment transactions
- Review of financial conditions of all brokers/dealers and depository institutions
- Access to information about market conditions, changes and trends that require adjustments to investment strategies

XII. INVESTMENT POLICY ADOPTION

The Investment Policy shall be formally approved and adopted by Resolution of the City Council and reviewed annually for effectiveness in accordance with the provisions of the Public Funds Investment Act of the Texas Government Code Chapter 2256.

6. Discuss, consider, and approve Resolution 2021-09-05, a resolution re-establishing collaborative improvement efforts for 2021 between the City of Alpine and the Alpine Country Club to accompany the 2016 lease agreement (J. Johnson, City Council)

STATE OF TEXAS

COUNTY OF BREWSTER

CITY OF ALPINE

RESOLUTION 2021-09-05

A RESOLUTION OF THE CITY OF ALPINE, TEXAS RE-ESTABLISHING COLLABORATIVE IMPROVEMENT EFFORTS FOR 2021 BETWEEN THE CITY OF ALPINE AND THE ALPINE COUNTRY CLUB TO ACCOMPANY THE 2016 LEASE AGREEMENT.

WHEREAS, the City of Alpine leases a significant portion of the land used for the golf course to the Alpine Country Club; and

WHEREAS, the City of Alpine would like to ensure that the property is properly maintained and provides aesthetic beauty to the community, which is found to be a valid public purpose; and

WHEREAS, the Alpine Country Club currently does not receive any other financial assistance from other governing entities; and

WHEREAS, the City of Alpine and Alpine Country Club will annually review the lease agreement and the progress of a capital improvement plan; and

WHEREAS, the City of Alpine provides water to the Alpine Country Club from three separate sources known as the clubhouse meter, effluent tank and the Brown/Phelps meter.

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

SECTION 1. The City Council authorizes the City Manager to provide for a monthly discount of 60% for the water being provided to Alpine Country Club for account number 168430.00, known as the Brown/Phelps meter (ID 8145940).

SECTION 2. The City Council authorizes the City Manager to provide water from the effluent tank (ID 8221064), at no cost to the Alpine Country Club for use on the golf course.

SECTION 3. The City will continue to provide mulch for use on the golf course and clubhouse grounds to help minimize water usage and reduce dust in the area as available with no limit.

SECTION 4. Alpine Country Club is to continue to invest in the projects identified in the Capital Planning Document and report progress to City Council periodically.

SECTION 5. This policy takes effect October 1, 2021 upon approval and shall remain in effect through September 30, 2022.

**PASSED, APPROVED, AND ADOPTED BY A MAJORITY VOTE OF THE CITY COUNCIL
OF THE CITY OF ALPINE, TEXAS ON THIS THE 7TH DAY OF SEPTEMBER 2021.**

Andres "Andy" Ramos, Mayor

ATTEST:

Geoffrey R. Calderon, City Secretary

THE STATE OF TEXAS

CITY OF ALPINE

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF BREWSTER:

This leasehold agreement, (also referred to herein as "lease agreement" and/or "lease") made and entered into, to be effective as of June 15, 2016, by and between the CITY OF ALPINE, Texas, a home-rule municipal corporation hereafter called "Lessor" and/or "City", and the ALPINE COUNTRY CLUB of Alpine, Texas, hereinafter called "Lessee" and/or "Country Club":

WITNESSETH:

I.

That the City of Alpine as Lessor, does hereby demise, lease and let, and the Alpine Country Club, does hereby accept the lease of the following described premises situated in Brewster County, Texas, to-wit:

BEGINNING at the SW Corner of Sec. 98, Block 9, GH & SA Ry Co. for the SW Corner of this City Golf Course and this tract;

THENCE N. 27 degrees W. - 637.2 vrs. To the NW Cor. Of the Golf Course for the NW Cor. this tract;

THENCE N. 60 degrees 06' E. - 317.9 vrs. To the North Cor. of the Country Club property for the NE Cor. of this tract;

THENCE S. 72 degrees E. - 143.0 vrs. To the NW Cor. Of the Country Club property for the NE Cor. Of this tract;

THENCE S. 24 degrees 16'E. - 156.6 VRS. TO THE West Cor. Of the Country Club for a Cor. of this tract;

THENCE S. 19 degrees 36' E. - 211.5 vrs. To the SW Cor. Of the Country Club property and the NW Cor. of the Lions Club Park for a Cor. of this tract;

THENCE South - 296.8 vrs. to the south line of the Golf Course property and the SW Cor. of the Lions Club Park for the SE Cor. of this tract;

THENCE S. 63 DEGREES w. -290.1 vrs. To the place of BEGINNING.

Hereinabove described land being known as the Alpine Golf Course, exclusive of that part and portion of the public park lands as shown in the map attached hereto and made a part of this lease as Appendix "A".

II.

This lease term shall be for a period of ten (10) years, from June 15, 2016, for the use of said lands under the following terms and conditions:

CONSIDERATION

(1) The Lessee to pay Lessor the sum of Two Dollars (\$2.00) per year cash rental in advance, on or before each anniversary date of this lease, the first year's rental being acknowledged upon the execution and delivery of this lease; and

(2) That the Alpine Country Club will maintain said Golf Course and land incident thereto during the period of this lease, and covenants by and with the City to apply upon the improvement of the Golf Course all such money in green fees or privilege of playing to the improvement of the course itself. Maintenance to include all vegetation on property side of all roadways or parkways adjacent to Golf Course property. The City will maintain the creek running through the course from Fighting Buck Ave to Kokernot Lodge and the north half of the smaller creek intersecting the main creek within it's normal creek maintenance schedule.

III.

(1) The Alpine Country Club, in accepting this lease's covenants, not only will maintain the Golf Course but in fixing the fees for the said course, it will impartially and uniformly fix fees to the public and/or members of the Country Club, in the public interest, and consistent with the costs of maintenance of such golf course.

(2) The City Council considers this golf course to be one of the most attractive local facilities serving residents and students of the community, as well as attracting tourists and visitors and the Alpine Country Club is responsible for preventing the deterioration of this valuable asset. In order to help prevent the deterioration of this valuable asset, the City reserves the right to supply water, in amounts to be determined by the City, to assist in the maintenance of the greens, fairways and associated vegetation.

(3) The property described in this lease agreement is a public facility and shall at all times be maintained and operated in conformance with the laws, ordinances and regulations of the City of Alpine, the State of Texas and the laws of the United States.

(4) The City will create a Resolution annually which will identify all collaborative improvement efforts between the City and the Country Club Board (up to and including water needs and rates) in an effort to enhance the beauty and attractiveness of the property

IV.

(1) Country Club will pay water fees according to rates outlines in Alpine Code of Ordinances. Alpine Country Club shall maintain the well, pump and all operating costs associated with the Operation of the well located at the corner of Fighting Buck Avenue and Brown Street. City can reclaim the use of the well (with 72 hour notice to the Country Club) to address water shortages for the citizens of Alpine, Texas. Alpine Country Club will address and complete commitment in 180 days from June 15, 2016, commitment to build line from well to effluent water tank on the North end of the property.

(2) Lessee will be responsible for operation costs on the pump at the effluent storage tank.

(3) Lessee will be responsible for installing piping to transfer water from the Brown Street pump to the effluent storage tank.

(4) Lessee may use the backup water system at the effluent storage tank when no effluent water is available from the wastewater treatment plant, and the Brown Street well is out of service for maintenance.

(5) Lessee will work with Lessor's employees to map the water system at the Alpine Country Club.

(6) Alpine Country Club will provide a map to the City of all irrigation lines on the property by September 1, 2016. Map will be updated and a copy provided to City by March 1st of following year and every year thereafter in the lease.

V.

(1) That in accepting this lease, the Country Club assumes and agrees to indemnify and defend the City of Alpine from any damages for claims of injury or death to persons and claims of damages to property occurring in and about the leasehold estate during the term of this lease. This indemnity provision applies even if such claims, demands, judgments, actions, damages, liabilities and causes of action were caused in whole or in part by any act or omission of the City of Alpine.

(2) The Alpine Country Club shall at all times during the term of this lease maintain public liability insurance, naming the City of Alpine as an additional insured, and in such amounts as may meet with the approval of the City Council. Upon request by the City, the Alpine Country Club shall provide the City with a copy of the liability insurance.

VI.

The parties to this lease agree that the lease of this property to the Alpine Country Club is complimentary to and in connection with the Alpine Country Club purchase of property in the park area and that the City of Alpine, for itself, covenants that the Lessee shall have undisturbed possession, direction and control of the leased property during the term of this lease.

VII.

The parties agree that the lease on this Golf Course shall not be assigned without the written consent of the City of Alpine nor is the ground to be used, during the term of this lease, for any purpose inconsistent with its primary use as a golf course.

VIII.

Upon the end of the term of this lease or sooner surrendered, the Lessee will quietly deliver up possession of the leasehold estate in as good or better condition as the same now is, ordinary wear and tear excepted. Any improvements made during the term of this lease shall remain the property of this City of Alpine at the

termination of the lease unless the improvements are fixtures which may be removed from the property without damage to the golf course.

IN WITNESS WHEREOF, we have hereunto set our hands on this the 22 day of June 2016.



Andy Ramos, Mayor City of Alpine, Texas


ATTEST



Margaret "Molly" Taylor, City Secretary

ACCEPTED by Alpine Country Club on June 30, 2016

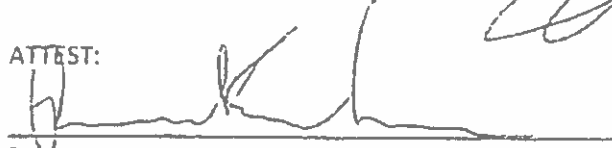


President

Vice-President

Treasurer

ATTEST:



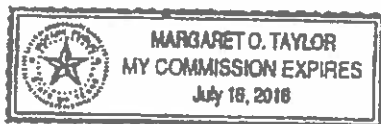
Secretary

THE STATE OF TEXAS
CITY OF ALPINE
COUNTY OF BREWSTER

BEFORE ME, the undersigned authority, a Notary Public, in and for the County of Brewster, State of Texas, on this day personally appeared Andy Ramos, Mayor of the City of Alpine, Texas, known to me to be the person

whose name is subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacities therein set forth.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 22 day of June, 2016.

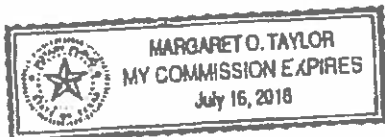


[Signature]
Notary Public, STATE OF TEXAS
My Commission Expires 7/16/18

THE STATE OF TEXAS
CITY OF ALPINE
COUNTY OF BREWSTER

BEFORE ME, the undersigned authority, a Notary Public, in and for the County of Brewster, State of Texas, on this day personally appeared Roger Crisler, President of the Alpine Country Club, William JACK Torrance Vice-President, Don W. D. Treasurer, and Russell F. Finkbeiner, Secretary of the Alpine Country Club Board of Directors, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacities therein set forth.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 3th day of June, 2016



[Signature]
Notary Public, STATE OF TEXAS

My Commission Expires July 16, 2018

RESOLUTION

A RESOLUTION REGARDING 2016 COLLABORATIVE IMPROVEMENT EFFORTS AT THE ALPINE COUNTRY CLUB TO ACCOMPANY THE LEASE BETWEEN THE CITY OF ALPINE AND ALPINE COUNTRY CLUB.

WHEREAS, the City of Alpine leases a significant portion of the land that the Alpine Country Club uses for the local golf course; and

WHEREAS, the City of Alpine would like to ensure that this property is properly maintained and provides aesthetic beauty to the community; and

WHEREAS, the Alpine Country Club receives no other financial assistance currently from other governing entities; and

WHEREAS, the City of Alpine and Alpine Country Club will annually review their lease agreement looking for opportunities to improve the asset

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ALPINE, TEXAS;

1. Water from metered location adjacent to the Brown St./Phelps St. intersection. City of Alpine will provide up to 80% of year 2015 metered amount (2,254,000 gallons x .8 = 1,803,200). This is an effort to help keep the property in good physical appearance.
2. Mulching - City will drop off 4 dump truck loads of mulch to Golf Course. The golf course staff and membership will spread the mulch in an effort to help minimize water needs and keep down dust in the general vicinity.
3. Golf Course to invest in current year's projects identified in Capital Planning document and report to City on progress during first meeting in January 2017.
4. Effluent Water Billing is to stay the same as year 2015.

PASSED AND ADOPTED BY A MAJORITY VOTE ON JUNE 21, 2016 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.



Andy Ramos, MAYOR

ATTEST: _____



Molly Taylor, CITY SECRETARY

City of Alpine
Resolution No. 2018-07-03

A RESOLUTION regarding collaborative improvement efforts for the 2018 between the City of Alpine, Texas and the Alpine Country Club to accompany the 2016 lease agreement.

- WHEREAS,** the City of Alpine leases a significant portion of the land used for the golf course to the Alpine Country Club; and
- WHEREAS,** the City of Alpine would like to ensure that the reporter is properly Maintained and provides aesthetic beauty to the community; and
- WHEREAS,** the Alpine Country Club receives no other financial assistance Currently from other governing entities; and
- WHEREAS,** the City of Alpine and Alpine Country Club will annually review the lease agreement and the progress of a capital improvement plan; and
- WHEREAS,** the City of Alpine provides water to the Alpine Country Club from three separate sources known as the clubhouse meter, effluent tank and the Brown/Phelps meter;

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

Section 1. The City Council authorizes the City Manager to provide for a monthly discount of 60% for the water being provided to Alpine Country Club for account number 168430 00, known as the Brown/Phelps meter (ID 8145940).


Section 2. The City Council authorizes the City Manager to provide water from the effluent tank (ID 8221064), at no cost to the Alpine Country Club for use on the golf course.

Section 3. The City will continue to provide mulch for use on the golf course and clubhouse grounds to help minimize water usage and reduce dust in the area as available with no limit.

Section 4. Alpine Country Club is to continue to invest in the projects identified in the Capital Planning Document and report progress to City Council in January 2019.

Section 5. This policy takes effect July 1, 2018 upon approval and shall remain in effect through June 30, 2019.

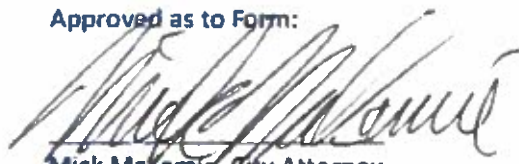
PASSED, APPROVED AND ADOPTED on this 10th day of July 2018.


Andres "Andy" Ramos, Mayor

Attest:


Cynthia Salas, City Secretary

Approved as to Form:


Mick McKemie, City Attorney

City of Alpine
Resolution No. 2019-07-10

A RESOLUTION regarding collaborative improvement efforts for the 2019 between the City of Alpine, Texas and the Alpine Country Club to accompany the 2016 lease agreement.

- WHEREAS,** the City of Alpine leases a significant portion of the land used for the golf course to the Alpine Country Club; and
- WHEREAS,** the City of Alpine would like to ensure that the property is properly Maintained and provides aesthetic beauty to the community, which is Found to be a valid public purpose; and
- WHEREAS,** the Alpine Country Club receives no other financial assistance currently from other governing entities; and
- WHEREAS,** the City of Alpine and Alpine Country Club will annually review the lease agreement and the progress of a capital improvement plan; and
- WHEREAS,** the City of Alpine provides water to the Alpine Country Club from three separate sources known as the clubhouse meter, effluent tank and the Brown/Phelps meter;

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

Section 1. The City Council authorizes the City Manager to provide for a monthly discount of 60% for the water being provided to Alpine Country Club for account number 168430.00, known as the Brown/Phelps meter (ID 8145940).

Section 2. The City Council authorizes the City Manager to provide water from the effluent tank (ID 8221064), at no cost to the Alpine Country Club for use on the golf course.

Section 3. The City will continue to provide mulch for use on the golf course and clubhouse grounds to help minimize water usage and reduce dust in the area as available with no limit.

Section 4. Alpine Country Club is to continue to invest in the projects identified in the Capital Planning Document and report progress to City Council in January 2020.

Section 5. This policy takes effect July 1, 2019 upon approval and shall remain in effect through June 30, 2020.

PASSED, APPROVED AND ADOPTED on this 16th day of July 2019.

A handwritten signature in blue ink, appearing to read "Andres Ramos", written over a horizontal line.

Andres "Andy" Ramos, Mayor
City of Alpine

Attest:

A handwritten signature in blue ink, appearing to read "Cynthia Salas", written over a horizontal line.

Cynthia Salas, City Secretary
City of Alpine

Approved as to Form:

A handwritten signature in blue ink, appearing to read "Mick McKamie", written over a horizontal line.

Mick McKamie, City Attorney

RESOLUTION 2020-11-13

A RESOLUTION OF THE CITY OF ALPINE, TEXAS REGARDING COLLABORATIVE IMPROVEMENT EFFORTS FOR 2020 BETWEEN THE CITY OF ALPINE AND THE ALPINE COUNTRY CLUB TO ACCOMPANY THE 2016 LEASE AGREEMENT.

WHEREAS, the City of Alpine leases a significant portion of the land used for the golf course to the Alpine Country Club; and

WHEREAS, the City of Alpine would like to ensure that the property is properly maintained and provides aesthetic beauty to the community, which is found to be a valid public purpose; and

WHEREAS, the Alpine Country Club currently does not receive any other financial assistance from other governing entities; and

WHEREAS, the City of Alpine and Alpine Country Club will annually review the lease agreement and the progress of a capital improvement plan; and

WHEREAS, the City of Alpine provides water to the Alpine Country Club from three separate sources known as the clubhouse meter, effluent tank and the Brown/Phelps meter.

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

Section 1. The City Council authorizes the City Manager to provide for a monthly discount of 60% for the water being provided to Alpine Country Club for account number 168430.00, known as the Brown/Phelps meter (ID 8145940).

Section 2. The City Council authorizes the City Manager to provide water from the effluent tank (ID 8221064), at no cost to the Alpine Country Club for use on the golf course.


Section 3. The City will continue to provide mulch for use on the golf course and clubhouse grounds to help minimize water usage and reduce dust in the area as available with no limit.

Section 4. Alpine Country Club is to continue to invest in the projects identified in the Capital Planning Document and report progress to City Council not later than March 2021.

Section 6. The Alpine Country Club will work with the City to establish a cost ability irrigation system on the course property to be completed by March 2021.


Section 5. This policy takes effect July 1, 2020 upon approval and shall remain in effect through September 30, 2021.

PASSED BY A MAJORITY VOTE OF THE CITY COUNCIL on this 3rd day of November 2020.


Andres "Andy" Ramos, Mayor



ATTEST:


Geoffrey R. Calderon, City Secretary

City of Alpine
Regular City Council Meeting
Tuesday, November 17, 2020
5:30 P.M.
Minutes

1. Call to Order, and Pledge of allegiance to the flags – Mayor Ramos called the meeting to order. The meeting was held at the Civic Center and via Zoom Conference in the City of Alpine, Texas. Mayor Ramos led the pledge of allegiance to the flags.
2. Determination of a quorum and proof of notice of the meeting – Councilor Curry, Councilor Olivas, Councilor Betty Fitzgerald, Councilor Stephens and Mayor Ramos were present. Councilor Escovedo was absent. City Secretary, Cynthia Salas reported that the agenda was posted at 5:00 P.M. on November 13, 2020. City Secretary Cynthia Salas, City Manager Erik Zimmer attended at the Civic Center. City Attorney Rod Ponton attended via zoom.
3. Public Comments (limited to 3 minutes per person) –
4. Discuss, consider, and take appropriate action on approving Ordinance 2020-11-03 for the canvass of the votes for the November 3, 2020 City of Alpine General Election for Mayor, one Council Member in Ward 2, and one Council Member Ward 4. All three terms are through the May Election 2022. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-11-15 to approve Ordinance 2020-11-13 for the canvass of the votes for the November 3, 2020 City of Alpine General Election for Mayor, one Council member in Ward 2 and one Council member in Ward 4. All three terms are through the May Election 2022. Motion was seconded by Councilor Curry. Motion passed 4 to 0.
5. Swearing in of Mayor, Council member Ward 2, and Council member Ward 4 by the Honorable Roy Ferguson, State District Judge for the 394th Judicial District. (E. Zimmer, City Manager) – Honorable Roy Ferguson State District Judge for the 394th Judicial District swore in the Mayor, Council member Ward 2 Chris Rodriguez, and Council member Ward 4 Martin Sandate.
6. Presentation, Recognitions, and Proclamations – (A. Ramos, Mayor)
 - Presentation to Ramon Olivas for his 4 years (2 terms) in office as Council member for Ward 2.
 - Presentation to Lucy Escovedo for her 4 years (2 terms) in office as Council member for Ward 4.
7. Reports – Copies of the charts presented during the meeting are posted on the City website at <https://www.cityofalpine.com/Alpine%20City%20Council%20-%20CM%20Report%203-17-2020.pdf>
 - City Mayor's Report – (A. Ramos, Mayor) – None
 - City Attorney's Report –
 - UPRR update
 - Municipal court update
 - Alpine Police Dept. review / update
 - City Manager Report –

Council minutes: 11-17-2020
Approved: 12-01-2020

- Coronavirus Update
- Fall Events Update
- Ordinance update Roadmap
- Schedule of Fees Update

City Staff Updates –

- Police (Chief Martin), Animal Control (Jennifer Stewart)

8. Public Hearing - None

9. Consent Agenda – (Minutes, Financial reports, Department written reports, board appointments, etc.) –

(Notice to the Public – The following items are of a routine and administrative nature. The Council has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Council Member, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.)

1. Approval of minutes from City Council meeting on November 3, 2020. (E. Zimmer, City Manager)

Motion was made by Councilor Stephens, by Resolution 2020-11-16 to approve the consent agenda as presented. Motion was seconded by Councilor Curry. Motion unanimously carried.

10. Information or Discussion items –

1. Charter Discussion: Role of the Mayor as defined by City of Alpine Charter and Interference with Administration as outlined by Section 3.10 of City Charter. (E. Zimmer, City Manager)

11. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to (up to 10 per meeting) after being called upon by Mayor or Mayor Pro Term. Citizens are required to state their name and the Ward in which they reside. Priority will be given to citizens of Alpine and those who own businesses or property in the City. Individuals who do not live in, or own businesses or property in the City limits of Alpine, will be allowed to speak if there is time available.) –

1. Discuss, consider, and take appropriate action to determine whether or not to continue to engage Rod Ponton as the City Attorney for the City of Alpine. (M. Curry, City Council) – Motion was made by Councilor Curry, by Resolution 2020-11-17, to determine whether or not to continue to engage Rod Ponton as the City Attorney for the City of Alpine. Motion was seconded by Councilor Stephens. Councilor Curry, Councilor Rodriguez, Councilor Fitzgerald, and Councilor Stephens voted for. Motion Sandate voted against. Motion passed 4 to 1
2. Discuss, consider, and take appropriate action to on recommendations on Resolution 2020-11-14 in regard to an Electric Provider Services for the City of Alpine. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-11-14 on recommendations in regard to an Electric Provider Services Reliant for the City of Alpine. Motion was seconded by Councilor Curry. Motion was made to amend by Councilor Stephens for a 5 year contract. Motion was seconded by Councilor Curry. Motion unanimously carried.
3. Discuss, consider, and take appropriate action on City Attorney Rod Ponton's bill. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-11-18 to approve the September and October City Attorney's bill in the amount of \$10,435 in lieu of the \$11,935 that was proposed on the basis that \$540.00 in September and \$960.00 worth of expenses in the October bill that should not be charged to the City. Motion was seconded by Councilor Curry. Motion unanimously carried.

Council minutes: 11-17-2020

Approved: 12-01-2020

4. Discuss, consider, and take appropriate action on Resolution 2020-11-13, on Alpine Country Club request (R. Stephens, City Council) – Motion was made by Councilor Stephens, by Resolution 2020-11-13, to approve relative to the Alpine Country Club request that has a number of key elements.

1) that City Council continue the monthly discount of 60% for water being provided to the Alpine Country Club which is already in place

2) authorize the City Manager to provide water from the effluent tank at no cost to the Alpine Country Club for the use of the golf course. The objective of City will be to provide effluent water 20 or more days per month.

3) that the Country Club continue to invest in projects as identified in their capital plan and report progress to the City Council not later than March 2021 that this Resolution take a place effective July 1, 2020 which was the expiration of the old agreement and goes through September 30, 2021. That the Alpine Country Club work with the City to establish a cost ability irrigation system on the course property to be completed March 2021. Motion was seconded by Councilor Curry. Motion unanimously carried.

12. City Councilmember Comments and Answers – No discussion or action may take place.

13. Executive Session - Pursuant to Texas Government Code 551.071 Consultation with Attorney on a matter for which it is the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct conflict with this Chapter and requires discussion of the item in closed session), and 551.071(consultation with attorney regarding potential or contemplated claims against the City) Pursuant to Texas Government Code 551.074 – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. –

Motion was made by Councilor Stephens, by Resolution 2020-11-19, to move into Executive Session. Motion was seconded by Councilor Curry. (8:02)

1. Discuss update with attorney regarding Parkhill, Smith, and Cooper negotiations. (E. Zimmer, City Manager)

2. Discuss update from UPRR. (E. Zimmer, City Manager)

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Pursuant to Texas Government Code 551.071 (consultation with an attorney), 551.072(deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development)

Motion was made by Councilor Stephens, by Resolution 2020-11-20, to come out of Executive Session. Motion was seconded by Councilor Curry. (8:20pm)

Motion was made by Councilor Stephens, by Resolution 2020-11-21, to move into open session. Motion was seconded by Councilor Rodriguez. (8:21pm)

14. Action – Executive Session –

1. Discuss, consider, and take appropriate action, if any, regarding Parkhill, Smith, and Cooper. (E. Zimmer, City Manager) – Motion was made by Councilor Stephens, by Resolution 2020-11-21 to take no action. Motion was seconded by Councilor Rodriguez. Motion unanimously carried.

Council minutes: 11-17-2020

Approved: 12-01-2020

- 2
2. Discuss, consider, and take appropriate action, if any, regarding UPRR. (E. Zimmer, City Manager)-
Motion was made by Councilor Stephens, by Resolution 2020-11-22 to take no action. Motion
was seconded by Councilor Sandate. Motion unanimously carried.

I certify that this notice was posted at 5:00 P.M. on November 13, 2020, pursuant to Texas Open Meetings Act.
(Texas Vernon's Annotated Civil statutes, section 551.043 Texas Government Code.) This facility is wheelchair
accessible and accessible parking space is available. Requests for accommodations or interpretive services must be
made 48 hours prior to this meeting. Please contact the city secretary's office at (432) 837-3301 or fax (432) 837-
2044 for further information.


Andres "Andy" Ramos, Mayor

Attest:

Cynthia Salas, City Secretary

I, Cynthia Salas, City Secretary, do certify that this notice was posted at 5:00 P.M. on November 13, 2020, and
remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Cynthia Salas, City Secretary

Council minutes: 11-17-2020
Approved: 12-01-2020

7. Discuss, consider, and take action on the City Attorney's most recent invoice (C. Rodriguez, City Council)

Bill to:**City of Alpine**
100 N 13 Street
Alpine, TX 79830**INVOICE**

To August 09, 2021

Invoice Date	August 23, 2021
Invoice Number	235
Due Date	Due Upon Receipt

City Attorney 0247**Account Summary**

Previous Balance	\$7,140.00
Payments Received	\$0.00
Outstanding Balance	\$7,140.00
Current Invoice	\$7,620.00

Total Due	\$14,760.00
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Fee Detail

Date		Description	Hours	Rate	Total
7/2/2021	RP	Cantrell TPIA req. made on behalf of C. Rodriguez, C. Salas, R. Martin, R. Stephens - doc search/disclosure review emails - Geo/Megan	1.00	\$200.00/hr	\$200.00
7/2/2021	RP	Tel. Conf. w/ Megan x2	0.30	\$200.00/hr	\$60.00
7/5/2021	RP	Cont. Cantrell TPIA doc review/exceptions - Geo/Megan	0.80	\$200.00/hr	\$160.00
7/6/2021	RP	Review Council packet/agenda	1.20	\$200.00/hr	\$240.00
7/6/2021	RP	Attend Council meeting	2.80	\$200.00/hr	\$560.00
7/6/2021	RP	Text review/reply to J. Johnson re Council procedure	0.30	\$200.00/hr	\$60.00

Date		Description	Hours	Rate	Total
7/8/2021	RP	Finalize Cantrell TPIA doc review	1.20	\$200.00/hr	\$240.00
7/8/2021	RP	Review juvenile statements & personal bond TMCEC emails/presentations from Judge Cole	0.80	\$200.00/hr	\$160.00
7/9/2021	RP	Draft Cantrell TPIA response	0.80	\$200.00/hr	\$160.00
7/9/2021	RP	Review Judge Cole emails/warrants for animal seizure case	0.80	\$200.00/hr	\$160.00
7/12/2021	RP	Milder/Berry emails re Milder/Berry, Defendant drop-in meeting, animal seizure warrants - Muni Court	0.50	\$200.00/hr	\$100.00
7/13/2021	RP	Review Attorney Task list from Megan, start calendar list	0.50	\$200.00/hr	\$100.00
7/13/2021	RP	U Construction contract doc review for AVC - Megan	0.80	\$200.00/hr	\$160.00
7/14/2021	RP	Review City street/property abandon/convey packet from Geo	0.80	\$200.00/hr	\$160.00
7/14/2021	RP	MC defendant attorney call re citation 20530 speeding	0.30	\$200.00/hr	\$60.00
7/16/2021	RP	Review legal requirements re abandon/ convey; draft S Walker St. ordinance to abandon/convey, best steps to move forward	1.20	\$200.00/hr	\$240.00
7/16/2021	RP	Contested animal seizure Muni Court hearing; follow up Megan meeting	4.00	\$200.00/hr	\$800.00
7/19/2021	RP	Review EEOC complaint received made by C. Salas, review conflict/nepotism constraints re Council discussion of complaint	1.50	\$200.00/hr	\$300.00
7/20/2021	RP	Review Judge Cole email re video magistrations/court updates	0.50	\$200.00/hr	\$100.00
7/20/2021	RP	Review Judge Cole & Animal Control email updates re Milder/Berry case	0.50	\$200.00/hr	\$100.00
7/20/2021	RP	Review Council Meeting packet/agenda, prep for meeting/workshop	1.20	\$200.00/hr	\$240.00
7/20/2021	RP	Attend Council Meeting	2.30	\$200.00/hr	\$460.00
7/20/2021	RP	Budget workshop	1.60	\$200.00/hr	\$320.00
7/20/2021	RP	Tel. Conf. w/ Megan x2	0.30	\$200.00/hr	\$60.00

Date		Description	Hours	Rate	Total
7/21/2021	RP	Review Judge Cole email re Muni Court COVID protocols	0.30	\$200.00/hr	\$60.00
7/22/2021	RP	Alpine Muni Court prep + attend	2.50	\$200.00/hr	\$500.00
7/22/2021	RP	Meeting with Megan	1.00	\$200.00/hr	\$200.00
7/22/2021	RP	Review Ave K email-documents from Megan re abandonment/status	0.50	\$200.00/hr	\$100.00
7/23/2021	RP	Review amended S Walker St Ordinance from Geo	0.50	\$200.00/hr	\$100.00
7/27/2021	RP	Review Muni Court - Bell DUI class issue/ online option emails	0.50	\$200.00/hr	\$100.00
7/28/2021	RP	Draft U Construction AVC Contract	1.80	\$200.00/hr	\$360.00
7/28/2021	RP	Tel. Conf. w/ R. White, C. Woodward, Geo, Megan re airport issues	1.00	\$200.00/hr	\$200.00
7/28/2021	RP	Tel. Conf. w/ Megan	0.30	\$200.00/hr	\$60.00
7/29/2021	RP	Finalize U Construction AVC contract w/ terms/conditions, schedule	2.30	\$200.00/hr	\$460.00
7/29/2021	RP	Revise S Walker St Ordinance to abandon only	0.80	\$200.00/hr	\$160.00
7/30/2021	RP	Tel. Conf. w/ Steven Beale; follow up w/ Megan, re airport issues	0.60	\$200.00/hr	\$120.00
Hours Total			38.10	Fee Total	\$7,620.00

Expense Detail

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
Expenses Total				\$0.00

Fees	\$7,620.00
Expense	\$0.00
Current Due	\$7,620.00
Outstanding Balance	\$7,140.00
Total Due	\$14,760.00

Bill to:

City of Alpine
100 N 13 Street
Alpine, TX 79830

INVOICE

To July 08, 2021

Invoice Date July 20, 2021
Invoice Number 234
Due Date Due Upon Receipt

City Attorney 0247

Account Summary

Previous Balance	\$8,390.00
Payments Received	(\$2,460.00)
Credits/Adjustments	\$5,930.00
Outstanding Balance	\$0.00
Current Invoice	\$7,140.00

Total Due	\$7,140.00
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Fee Detail

Date		Description	Hours	Rate	Total
6/2/2021	RP	UPRR follow up	0.30	\$200.00/hr	\$60.00
6/9/2021	RP	City Attorney agenda item review/request for 6/15 meeting, email to Geo	0.30	\$200.00/hr	\$60.00
6/14/2021	RP	Short Term Rental Ordinance review, case law research	1.50	\$200.00/hr	\$300.00
6/14/2021	RP	TOMA violation research: council e-communication during meeting; TML attorney consult	1.80	\$200.00/hr	\$360.00
6/14/2021	RP	Meet with Geo, Megan re City Council, Municipal Court, Other matters	1.20	\$200.00/hr	\$240.00
6/14/2021	RP	Agenda review for 6/15 meeting	1.50	\$200.00/hr	\$300.00

Date		Description	Hours	Rate	Total
6/15/2021	RP	Short Term Rental - further legal research, TML attorney consultation	2.00	\$200.00/hr	\$400.00
6/15/2021	RP	Initial review Chief Martin complaint re muni court; Judge Cole conference call	1.50	\$200.00/hr	\$300.00
6/15/2021	RP	Meet with Judge Cole, Geo, Megan re municipal Court	1.50	\$200.00/hr	\$300.00
6/15/2021	RP	Attend city council workshop	1.50	\$200.00/hr	\$300.00
6/15/2021	RP	Attend city council meeting	3.00	\$200.00/hr	\$600.00
6/16/2021	RP	Review Judge Cole municipal court investigation update, affidavit, role memo	1.00	\$200.00/hr	\$200.00
6/18/2021	RP	Review pot. conflict re discussion for special meeting, Geo request	1.00	\$200.00/hr	\$200.00
6/18/2021	RP	Review Judge Cole email re Municipal Court roles, security concerns	0.50	\$200.00/hr	\$100.00
6/21/2021	RP	Review/comment Megan email to Zimmer re severance	0.80	\$200.00/hr	\$160.00
6/21/2021	RP	Review Judge Cole magistratation email	0.50	\$200.00/hr	\$100.00
6/21/2021	RP	Municipal Court - Malik dismissal emails, Sandy Wilson, Judge Cole	0.50	\$200.00/hr	\$100.00
6/22/2021	RP	Follow up with Megan re Zimmer severance email	0.30	\$200.00/hr	\$60.00
6/22/2021	RP	Review Judge Cole follow up email re Malik dismissal	0.30	\$200.00/hr	\$60.00
6/22/2021	RP	Review Judge Cole witness procedure email	0.30	\$200.00/hr	\$60.00
6/22/2021	RP	Attend Municipal Court	2.00	\$200.00/hr	\$400.00
6/23/2021	RP	Municipal Court magistratation email review and security meeting	2.00	\$200.00/hr	\$400.00
6/24/2021	RP	Attend Municipal Court	2.00	\$200.00/hr	\$400.00
6/25/2021	RP	Initial review/research for Cantrell TPIA	1.50	\$200.00/hr	\$300.00
6/25/2021	RP	Review charter email from Geo re CM-council role for hire/fire dept. heads	0.30	\$200.00/hr	\$60.00
6/25/2021	RP	Aufdengarten water deed review, follow up	1.80	\$200.00/hr	\$360.00

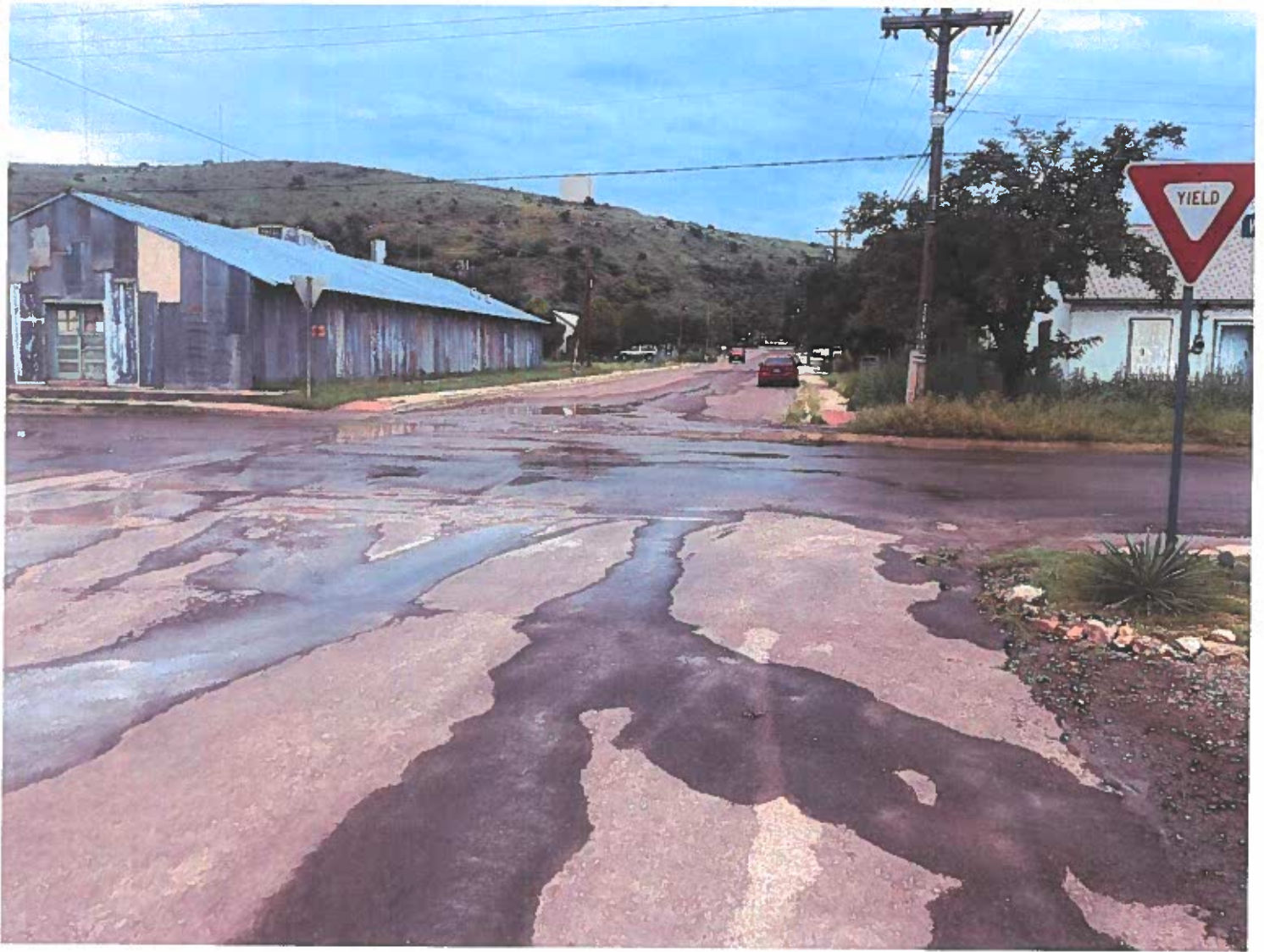
Date		Description	Hours	Rate	Total
6/28/2021	RP	Review all APD, Muni Court, OCA, Judge Cole materials for 6/29 Special Council Meeting	2.00	\$200.00/hr	\$400.00
6/29/2021	RP	Attend special city council meeting	1.50	\$200.00/hr	\$300.00
6/30/2021	RP	Review new Municipal Court standing orders	1.30	\$200.00/hr	\$260.00
Hours Total			35.70	Fee Total	\$7,140.00

Expense Detail

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
Expenses Total				\$0.00

Fees	\$7,140.00
Expense	\$0.00
Current Due	\$7,140.00
Outstanding Balance	\$0.00
Total Due	\$7,140.00

8. Discuss, consider, and take action on the curb issue at the old Apache Building (C. Rodriguez, City Council)





9. Discuss, consider, and approve the establishment of two separate committees:

a. to determine the process for City Boards and Commissions

b. to update the City Council Rules of Procedures to the Alpine Code of Ordinances

(C. Rodriguez, City Council)

- a. to determine the process for City Boards and Commissions

EXHIBIT "A"

PLANNING & ZONING COMMISSION

Sec. 2-201. Created; membership; terms.

There is created and established for the city, being a home rule municipality, a planning and zoning commission which shall be composed of seven members, five of whom shall represent one of the five election wards of the city. Two members shall be selected from the city at large. The members shall be resident citizens, taxpayers and qualified voters of the city. The members shall be recommended by a councilmember representing each ward and shall be appointed by the mayor subject to confirmation by the city council. The members shall serve terms of two years, and the terms of members shall align and coincide with that of the recommending councilmember. All vacancies shall be filled for the unexpired term in the same manner as provided for original appointments. All expired terms shall be filled as provided for original appointments and in the same manner. Members of the commission may be removed by the mayor, with the consent of the city council, after being absent from three consecutive meetings without being excused by the mayor. The reason for an absence shall be reported to the mayor or city secretary before the meeting occurs and shall be recorded in the minutes of the scheduled meeting together with the mayor's decision on the absence. Members of the building and standards commission may not also be members of the planning and zoning commission. The members of the commission shall serve without compensation. The commission shall meet at least quarterly.

(Code 1978, § 2-121; Ord. No. 2012-03-01, § 1, 4-3-2012; Ord. No. 2016-10-02, 11-1-2016)

(AIRPORT) ALPINE ADVISORY BOARD

Sec. 14-42. Advisory board established; membership, appointment.

There is hereby established a board to be designated the "Alpine Advisory Board," for the purposes of advising the city in planning, development and operation of the municipal airport. The board shall consist of five members appointed annually by the city council and shall have duties as set out in this article.

Sec. 14-43. Qualifications of board members; compensation.

To be eligible to serve on the board, each member of the board shall be a resident citizen and/or own property as a taxpayer and be a qualified voter of Brewster County, Texas. All members of the board shall serve without compensation, but shall be entitled to reimbursement for all expenses reasonably incurred by the members of the board in the performance of their duties as members of the board. Members of the board shall serve terms of two years which align and coincide with that of the appointing city official. Members missing three consecutive meetings may be dismissed from the board.

(Code 1978, § 3-2; Ord. No. 2009-07-02, 8-4-09; Ord. No. 2016-10-02, 11-1-16)

PARKS & RECREATION BOARD

Sec. 74-36. Board established; appointment, terms.

There is created and established, for the city, being a home rule municipality, a parks and recreation board which shall be composed of a minimum of five members and a maximum of seven members. As a minimum five of members will represent each one of the five wards of the city. Of the additional two members, one would represent the Alpine Independent School District, the other one represent the Alpine Friends of the Park, or similar organization. The members shall be resident citizens or work in the city. The members representing each ward shall [be] recommended by a councilmember representing each ward and shall be confirmed by the city council. The two additional members shall also be confirmed by the city council. The members shall serve terms of two years, and each member's term shall align and coincide with that of the recommending councilmember. All vacancies shall be filled for the unexpired term in the same manner as provided for in the original appointments. All expired terms shall be filled as provided for in the original appointments and in the same manner. Members of the board may be removed with the consent of the city council, after being absent from three consecutive meetings without being excused by the board chairperson. The reason for an absence shall be reported to the board chairperson before the meeting occurs and recorded in the minutes of the scheduled meeting. The members of the board shall serve without compensation.

(Code 1978, § 19-1; Ord. No. 2016-10-02, 11-1-16; Ord. No. 2020-08-03, 9-1-20)

ANIMAL ADVISORY BOARD

Sec. 10-223. Members.

The city council shall appoint eight members to the board. One member shall be an elected council member, one member shall be a licensed veterinarian, one member shall be a member of the Humane Society, and five members shall be residents of council wards 1 through 5. Members shall be residents and/or own property as taxpayers of the city and be qualified voters. The animal control officer shall sit on the board as the ex-officio member. A member's term is two years and shall align and coincide with that of the appointing city official. The city council shall appoint a chairperson for the board, and the board shall select a vice-chairman and recording secretary. The board will meet at least quarterly. Members missing three consecutive meetings may be dismissed.

(Ord. No. 2008-11-01, § 1, 1-6-09; Ord. No. 2010-02-01, 3-16-10; Ord. No. 2016-10-02, 11-1-16)

BEAUTIFICATION & ENVIRONMENTAL COMMITTEE

Sec. 2-211. Establishment of committee.

A beautification and environmental committee shall consist of six members who are residents of the city and who shall be appointed, one by the mayor, and one appointment from

each ward as determined by their respective city council representatives. The term of office shall be for two years and can be reappointed if city council representative desires to do so. The term of each member shall align and coincide with that of the appointing city official. Members of the committee shall reside and/or own property in the city as taxpayers and be qualified voters. The city council shall choose the chairperson of the committee. The members of the committee will appoint the recording secretary and will meet at least quarterly and will set their own bylaws and work plans concerning environmental issues within the City of Alpine. Members of the committee may be dismissed after missing three consecutive meetings.

(Ord. No. 2008-09-04, § 1, 9-16-08; Ord. No. 2016-10-02, 11-1-2016)

BUILDING & STANDARDS

Section 9. Building and standards commission.

A. Created.

1. There is hereby created a building and standards commission consisting of five regular members and two alternates (alternate position 1 and alternate position 2) who are citizens of the city and/or own property as taxpayers and are qualified voters, and who are not members of the city council or the city planning and zoning commission. Each member of the city council will appoint one member to the commission from their ward, for a term of two years which shall align and coincide with that of the appointing councilmember. The two alternate members will be selected by the voting majority of the city council from a list submitted by the city manager; removable for cause by the appointing authority upon written charges after a public hearing. It is the policy of the city council that a member or alternate who misses three consecutive meetings without excuse by the council is cause for removal of said member or alternate. Vacancies shall be filled for the unexpired term of any member whose term becomes vacant for any cause, in the same manner as the original appointment was made. All cases to be heard by the building and standards commission shall be heard by a quorum of members.
2. The two alternate members are required to attend all meetings in the same manner as the regular members of the board. Alternate members shall not vote unless filling an absence of a regular member or the chairperson. If a regular member or the chairperson is absent from a meeting, alternate position 1 shall take his place. If a second regular member and/or the chairperson is absent from a meeting, alternate position 2 shall take his place. Commission shall select a vice-chair, to serve when the chair is absent.

(Ord. No. 2015-03-01, § 1, 5-19-15; Ord. No. 2016-10-02, 11-1-16)

HOT COMMITTEE

Board established; appointment, terms.

There is created and established for the city, being a home rule municipality, a hotel occupancy tax advisory committee which shall be composed of seven members; two members

shall come from hotels, three members shall come from arts or historic preservation, two members shall be any citizen 18 years of age or older. The city manager and the director of tourism shall serve as the ex-officio members. The members shall be taxpayers, qualified voter and city residents of Brewster County within 20 miles of the city. The members shall be recommended by a councilmember representing each ward and shall be appointed by the city secretary subject to confirmation by the city council. The members shall serve terms of two years, and each member's term shall align and coincide with that of the recommending councilmember. All vacancies shall be filled for the unexpired term in the same manner as provided for in the original appointments. All expired terms shall be filled as provided for in the original appointments and in the same manner. Members may be dismissed after being absent from three consecutive meetings without being excused by the city secretary. The reason for an absence shall be reported to the city secretary before the meeting occurs and recorded in the minutes of the scheduled meeting together with the city secretary's decision on the absence. The members of the board shall serve without compensation.

(Ord. No. 2020-02-02)

MUSIC ADVISORY COMMITTEE

Board established; appointment, terms.

There is created and established for the city, being a home rule municipality, a music advisory board which shall be composed of seven members representing the music industry of the city: two musicians, two representatives of music venues, two representatives of music-focused events, and one music education representative. The members shall be resident taxpayers, qualified voters, city residents or reside in Brewster County within 20 miles of the city. The members shall be recommended by the music liaison (tourism director) and city manager and shall be appointed by the city secretary subject to confirmation by the city council. The members shall serve terms of two years. All vacancies shall be filled for the unexpired term in the same manner as provided for in the original appointments. All expired terms shall be filled as provided for in the original appointments and in the same manner. Members of the board may be removed by the city secretary, with the consent of the city council, after being absent from three consecutive meetings without being excused by the city secretary. The reason for an absence shall be reported to the city secretary before the meeting occurs and recorded in the minutes of the scheduled meeting together with the city secretary's decision on the absence. The members of the board shall serve without compensation.

(Ord. No. 2020-02-03)

TRANSPORTATION VISION PLAN COMMITTEE

Board established, appointment, terms.

There is created and established for the city, being a home rule municipality, a transportation vision plan committee which shall be composed of seven members; Five of the members will come from each ward and two will be at large. The members shall serve terms of two years, and each member's term shall align and coincide with that of the recommending councilmember. All

vacancies shall be filled for the unexpired term in the same manner as provided for in the original appointments. All expired terms shall be filled as provided for in the original appointments and in the same manner. Members may be dismissed after being absent from three consecutive meetings without being excused by the city secretary. The reason for an absence shall be reported to the city secretary before the meeting occurs and recorded in the minutes of the scheduled meeting together with the city secretary's decision on the absence. The members of the board shall serve without compensation.

(Ord. No. 2020-04-03)

- b. to update the City Council Rules of Procedures to the Alpine Code of Ordinances

Chapter 23 CITY COUNCIL

ARTICLE I. IN GENERAL

Secs. 23-1—23-20. Reserved.

ARTICLE II. RULES OF PROCEDURE¹

Sec. 23-21. Meetings.

- (a) All regular city council ("council") meetings ("meeting(s)") shall normally be held at 5:30 p.m. at Council Chambers, 803 W. Holland, Alpine, Texas on the first and third Tuesdays of every month, except December when only a first Tuesday meeting shall be held. Special council meetings may be held when necessary for the transaction of the business of the city, shall normally be held at 5:30 p.m. at Council Chambers as above, and may only be called by written request from the mayor or three councilmembers, using the form adopted by resolution, if possible; this request may be circulated by any councilmember. Posting proper notice may change the location or time, or part or all of any meeting. All unfinished meetings shall recess no later than completion of the agenda item pending at 9:00 p.m., unless by motion and majority vote the council decides to continue the meeting; meetings shall be recessed under the following conditions:
- (1) If any of the five councilmembers present cannot attend the next day to reconvene, the meeting must adjourn, unless all the councilmembers who cannot attend the next day give permission to recess.
 - (2) If recessed, the meeting shall be reconvened in the same place, at the same time, and on the next day, unless by motion and majority vote the council decides to set a different time and/or place.
- (b) The mayor shall, with three councilmembers, constitute a quorum; if the mayor is absent, four councilmembers shall constitute a quorum. All rulings from the mayor or mayor pro tem on procedural or substantive matters shall be subject to appeal and reversal by motion and majority vote of council at any time. The mayor or the mayor pro tem may vote only in the case of a tie, on any meeting agenda ("agenda") item ("item(s)").
- (c) In order to ensure clarity about the position of each councilmember during a vote, the mayor or mayor pro tem shall ask for a positive statement for those in favor of a motion by stating "aye" or raising of their hand, those not in favor of a motion by stating "nay" or raising of their hand, and those who abstain from voting by stating "abstain" or raising of their hand.
- (d) The mayor or mayor pro tem shall preside with fairness and impart maintaining absolute neutrality by posture, demeanor, action and language during all meetings. The mayor shall not:
- (1) Restrict orderly speech, in any way, of any councilmember's or city manager's presentation of any item.

¹Editor's note(s)—Ord. No. 2015-7-01, adopted Sept. 1, 2015, amended former Art. II, §§ 23-21Editor's note(s)—, 23-22Editor's note(s)—, in its entirety to read as herein set out. Former Art. II pertained to similar subject matter and derived from Ord. No. 2003-7-11, 9-15-03; Ord. No. 2004-9-4, 9-20-04; Ord. No. 2005-9-25, 11-1-05; Ord. No. 2006-6-7, 7-18-06; Ord. No. 2006-6-8, 7-18-06; Ord. No. 2007-06-01, Exh. A, 7-3-07; Ord. No. 2008-07-01, Exh. A, 7-15-08; Ord. No. 2009-11-03, Exh. A, 12-8-09; Ord. No. 2012-01-01, Exh. A, 2-14-12; Ord. No. 2014-8-01, 9-2-14.

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- (2) Restrict orderly speech, in any way, of any councilmember's or city manager's discussion of any item.
 - (3) At the written request of any councilmember or the mayor, the department heads of finance, public works, gas and utilities, along with the police chief, shall attend meetings until dismissed by a majority vote of the council under Item B or any subsequent item in the order of business, or until the meeting is adjourned. The specific topic the department head needs to address should be included in the written request. Citizens or anyone attending a meeting shall be given an opportunity to ask questions on the specific topic before city staff are dismissed.
- (e) The mayor, any councilmember, or the city manager ("manager") may place items on any meeting agenda ("agenda"), using the form adopted by resolution if possible. All resolutions or ordinances require sponsorship by a councilmember or the city manager. The manager is responsible for the preparation of the agenda, but may not alter submitted items without permission of the submitter. The submission deadline for all meetings is 5:00 p.m. The last submission day is Wednesday before regular meetings, or the sixth day before special meetings.
- (1) Items shall indicate the requestor's name and sufficient explanation so that any citizen can understand the substance of the item.
 - (2) Presentations to be made during presentations, public hearings, information and discussion/action items must meet the submission deadline listed above. The only exceptions to this are the: city mayor, city manager and city staff reports.
 - (3) Any item requiring financial expenditure by the city must identify the line item of the budget the expenditure will come from or the financing strategy to be utilized by the city or the future budget requirements. The city manager will be available (and make staff available) to help pull the back-up information together at the elected official's request.
 - (4) Information packets with back-up materials will be delivered to the mayor and city council members by 5:00 p.m. on the Friday prior to the council meeting.
 - (5) A redacted version of the packets, redacting all personnel or legal materials, will be available on the city website at least 24 hours prior to the scheduled meeting.
- (f) Meetings are held pursuant to the provision of the Texas Open Meetings Act (V.T.C.A., Government Code ch. 551). Citizens desiring to address the city council, or express their opinion about a particular meeting agenda action item are limited to three minutes.
- (g) Before a vote is taken on any item, the city secretary or designee shall read the written motion, and then shall ask whoever made the motion if the motion is correctly stated.
- (h) Robert's Rules of Order may be generally followed for procedural matters. The council may adopt or revoke any specific rules of procedure at any time by resolution. Presiding officer of meeting must adhere to meeting rules/procedures. Councilmembers are allowed to call a point of order to facilitate the running of the meeting.
- (i) Citizen comments after the meeting can be directed to their individual councilmember or the city manager.
- (j) Written minutes, audio recordings, and video recordings shall be made of all meetings. The official minutes should reflect what was done, not everything that was said; and as a minimum shall include:
- (1) The text of all main motions, as amended;
 - (2) The text of all "points of order" and "appeals", along with the reason given by the mayor or mayor pro tem for the ruling of them;
 - (3) The results of the vote, both as whether the motion was "adopted" or "lost" and as the way each councilmember voted.
- (k) The council and the city attorney shall determine who may or may not attend executive sessions.
- (l) In all matters before the council, including a vote to hire or to terminate a city manager, the mayor may only vote in the event of a tie owing to one or more absences and/or vacancies and/or abstentions.
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- (1) The term "full city council" means the five city council members who may vote.
 - (2) Any matter requiring "a majority vote of the full city council" means such matter requires a vote of three members of the council in favor of said matter.
 - (3) No supermajority, of four votes out of five on the city council permitted to vote, in favor of hiring or terminating a city manager, is allowed by the Charter or is required.

(Ord. No. 2015-7-01, 9-1-15; Ord. No. 2019-08-01, §§ 1—4, 9-17-19; Ord. No. 2019-12-03, 1-7-20)

Sec. 23-22. Order of business.

The order of business for city council meetings ("meetings") is listed below, and all items shall be listed on all regular or special meeting agendas, even if not needed for a given meeting.

CITY OF ALPINE REGULAR CITY COUNCIL MEETING ANY DATE, 5:30 P.M.

Notice is hereby given that the City Council of the City of Alpine, Texas will hold a meeting at 5:30 P.M. on any date in the City Council Chambers, at 803 West Holland, in the City of Alpine, Texas for the purpose of considering the attached agenda. This notice is posted pursuant to the Texas Open Meetings Act (V.T.C.A., Government Code § 551.043).

PUBLIC NOTICE—THE USE OF CELLULAR PHONES AND SOUND ACTIVATED PAGERS ARE PROHIBITED IN THE CITY COUNCIL CHAMBERS DURING MEETINGS OF THE CITY COUNCIL.

Members of the Audience will be provided an opportunity to address the Council on any agenda item after determination of quorum and proof of notice of the meeting. Remarks will be limited to a total of 3 minutes per person. Please speak into the microphone located at the podium and state your name and address. If you have a petition or other information pertaining to your subject, please present it to the City Secretary. State law generally prohibits the Council from discussing or taking any action on any issue not included on the agenda, but, if appropriate, the Council may schedule the topic for future discussion or refer the matter to staff. **NO PERSONAL ATTACKS ON COUNCIL MEMBERS OR CITY STAFF WILL BE ALLOWED.** The Mayor and/or City Council Members may call a Point of Order to stop Personal Attacks. If an individual continues to personally attack an elected official or staff member in a meeting, they may be barred from speaking at future meetings.

AGENDA

1. Call to Order, Invocation and Pledge of Allegiance to the Flag.
2. Determination of quorum and proof of notice of the meeting.
3. Public Comments (Limited to 3 Minutes for each individual).
4. Presentations, recognitions and proclamations.
5. Reports:
 - City mayor's report.
 - City manager report.
 - City staff updates.
6. Public hearings.
7. Consent agenda. (Minutes, financial reports, department written reports, board appointments, etc.)—
Notice to the Public—The following items are of a routine and administrative nature. The Council has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless

requested by a councilmember, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

8. Information of discussion items.
9. Action items to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to (up to) 10 per meeting).
10. Council members, comments and answers.
11. Executive session.
12. Action—Executive session.
13. Adjournment.

(Ord. No. 2015-7-01, 9-1-15; Ord. No. 2019-12-03, 1-7-20)

10. Discuss, consider, and approve the City Attorney Contract (M. Antrim, Interim City Manager)

**ENGAGEMENT AGREEMENT FOR
CITY ATTORNEY SERVICES FOR THE CITY OF ALPINE**

THE ENGAGEMENT AGREEMENT (THE “Agreement”) is dated this 7th day of September 2021.

ATTORNEY CONTRACTOR

Rod Ponton
Big Bend Law
123 N. 6th Street
Alpine, Texas 79830

CLIENT

City of Alpine
C/O City Manager
100 N 13th Street
Alpine, Texas 79830

BACKGROUND

- A. The Client is of the opinion that the Attorney Contractor has the necessary qualifications, experience, and abilities to provide services to the Client
- B. The Attorney Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Attorney Contractor (individually the “Party” and collectively the “Parties” to this Agreement) agree as follows:

SERVICES PROVIDED

- 1. The Client hereby agrees to engage the Attorney Contractor to provide the Client with the following services (the “Services”):
 - a. Provide legal services at the request of the City Council, City Manager, and City Secretary on items pertaining to the City of Alpine
 - b. Act as Prosecutor for the Alpine Municipal Court
- 2. The Services will also include any other tasks which the Parties may agree on. The Attorney Contractor hereby agrees to provide such Services to the Client as provided above as well as in Section 4.04 of the Alpine City Charter which defines the level requirements for the city attorney.

TERMS OF AGREEMENT

3. The term of this Agreement (the “Term”) will begin on the date of this Agreement and will remain in full force and effect indefinitely until terminated as provided in this Agreement.
4. In the event that either Party wishes to terminate this Agreement, that Party will be required to provide 15 day’s written notice to the other Party.
5. In the event that either Party breaches a material provision under this Agreement, the non-defaulting Party may terminate this Agreement immediately and require the defaulting Party to indemnify the non-defaulting Party against reasonable damages.
6. This Agreement may be terminated at any time by mutual agreement of the Parties.
7. Except as otherwise provided in this Agreement, the obligations of the Attorney Contractor will end upon the termination of this Agreement.

PERFORMANCE

8. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

CURRENCY

9. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in USD (US Dollars).

COMPENSATION

10. The Attorney Contractor will charge the Client for the Services at the rate of \$200.00 per hour (the “Compensation”).
11. The Client will be invoiced at the end of every month.
12. Invoices submitted by the Attorney Contractor are due within 30 days of receipt.

REIMBURSEMENT OF EXPENSES

13. The Attorney Contractor will be reimbursed for reasonable and necessary expenses incurred by the Attorney Contractor in connection with this representation. The Agreement shall constitute authorization for the Attorney Contractor to incur such expenses as are reasonable and customary in a matter of this type. All such charges shall be itemized in the billing statement at the end of every month.

14. Attorney Contractor reserves the right to require the Client to pay certain expenses directly for out-of-pocket expenditures more than \$1,000 per month.

PRIVACY POLICY

15. Under the Gramm Leach Bliley Act of 1999, attorneys are being required to inform the Client of policies regarding the privacy of Client information. Attorney Contractor is bound by both an ethical duty of confidentiality, and in certain instances by contractual agreements that prevent or limit Attorney Contractor in the use of or dissemination of certain personal information and the enactment of the above-mentioned Act does not lessen or comprise those duties.

CONFIDENTIALITY

16. Confidential information (the "Confidential Information") refers to any data or information relating to the Client, whether business or personal, which would reasonably be considered to be private or proprietary to the Client and that is not generally known and where the release of the Confidential Information could reasonably be expected to cause harm to the Client.
17. The Attorney Contractor agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor has obtained, except as authorized by the Client or required by law. The obligations of confidentiality will apply during the Term and will survive indefinitely upon termination of the Agreement.
18. Attorney Contractor agrees to maintain physical, electronic, and procedural safeguards that comply with maintaining confidentiality of Client Information.

RETURN OF PROPERTY

19. Upon termination of this Agreement, the Attorney Contractor shall return to the Client any property, documentation, records, or Confidential Information which is in the possession of the Attorney Contractor. All forms created by the Attorney Contractor for the benefit of the Client shall belong to the Client without restrictions at the termination of this Agreement.

CAPACITY/INDEPENDENT CONTRACTOR

20. In providing the Services under this Agreement it is expressly agreed that the Attorney Contractor is acting as an independent contractor and not as an employee. The Attorney Contractor and the Client acknowledge that this Agreement does not create a partnership; or joint venture between them and is exclusively a contract of service. The Client is not required to pay, or make any contributions to, and social security, local, state or federal tax, unemployment compensation, worker's compensation, insurance premium, profit-sharing, pension, or any other employee benefit for the Attorney Contractor during the Term. The Attorney Contractor is responsible for paying, and complying with reporting requirements for all local, state, and federal taxes related to payments made to the Attorney Contractor under this Agreement.

AUTONOMY

21. Except as otherwise provided in this Agreement, the Attorney Contractor will have full control over working time, methods, and decision making in relation to provision of the Services in accordance with the Agreement. The Attorney Contractor will work autonomously and not at the direction of the Client. However, the Attorney Contractor will be responsive to the reasonable needs and concerns of the Client.

EQUIPMENT

22. Except as otherwise provided in this agreement, the Attorney Contractor will provide at the Attorney Contractor's own expense, any and all office equipment in the law office of the Attorney Contractor. Attorney Contractor agrees to utilize any equipment provided by the Client for the sole purpose of representing the Client and shall return said equipment, along with any passwords or other relevant information, to the Client upon termination of this Agreement.

NOTICE

23. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:

- a. City of Alpine
100 N. 13th Street, Alpine, Texas 79830
- b. Big Bend Law
123 N. 6th Street, Alpine, Texas 79830

Or to such other addresses as either Party may from time to time notify the other and will be deemed to be properly delivered (a) immediately upon being served personally, (b) two days after being deposited with the postal service if served by registered mail, or (c) the following day after being deposited with an overnight courier.

INDEMNIFICATION

24. Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, and reasonable legal fees and costs of any kind of amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. The indemnification will survive the termination of this Agreement.

TIME OF THE ESSENCE

25. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

ASSIGNMENT

26. The Attorney Contractor will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

ENTIRE AGREEMENT

27. It is agreed that there is no representation, warranty, collateral agreement, or condition affecting this agreement except as expressly provided in this Agreement.

TITLES/HEADINGS

28. Headings are inserted for the convenience of the Parties only and not to be considered with interpreting this Agreement.

29. Words in the singular mean and include the plural and vice versa.

GOVERNING LAW

30. This Agreement will be governed by and construed in accordance with the laws of the State of Texas.

SEVERABILITY

31. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of the Agreement.

WAIVER

32. The waiver by either Party of a breach, default, delay, or omission of any of the provisions of this Agreement by the other Party will not be construed as waiver of any subsequent breach of the same or other provisions.

Date signed: September 7, 2021

Big Bend Law

City of Alpine

By: _____

By: _____

Rod Ponton - City Attorney

Andres Ramos - Mayor

10. City Council member Comments and Answers – No discussion or action may take place.

NOTICE: The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

11. Executive Session –

1. Deliberate and consider approval of the Interim City Manager Contract (M. Antrim, Interim City Manager)

12. Action – Executive Session –

1. Action, if any, concerning approval of the Interim City Manager Contract (M. Antrim, City Council)

13. Adjournment.