



# Alpine City Council

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CITY MANAGER REPORT – SEPTEMBER 17, 2019

# Staffing

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Top Five Position Openings are Critical to Fill

- Will address in Information/Discussion Section

Work progress has been hindered due to Department Head Openings

Good candidate pools for Public Works and Police Chief

Water and Wastewater Technician position openings

# Budget

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Hire Finance Director

Send out Survey's – Similar to Years Past

- Target is to have these out by the last week of September
- Have responses in by mid-October

Having current leadership team review Capital Needs (both Assets and Materials) for Amendment process

Would like to encumber \$150K for streets work this month



# Training

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Leadership Training– formulate agenda for training plan by October 1, 2019

- Start the actual training before the end of October
- Ideally have all Department Heads hired by beginning of classes

Department Heads and Supervisors meeting Bi-weekly right now

- Productive discussion this morning

# Top Priorities By Department

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Received by Gas, Environmental Services (KAB)

Rest will come in through September – limited by lack of Department Heads

Key Themes Include

- Capital Needs – primarily tools
- Staffing

# TCEQ / Sewer Update

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## Key Items Working Towards Resolve

- 2014-0519-MLM-E
- 2018-02777-MLM-E
- 2017 Summary Findings
- Status of Temporary Exceptions
- Decrease Total Coliform Sampling
- DWW (Drinking Water Watch) Updates
- DMR- QA
- Wastewater Permit

Ordered Materials Approved at August 20<sup>th</sup> meeting



# Streets

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## Three Pronged Approach for Next Year

- Rebuild Streets with outside Vendor
- Sealcoat with our City Team
- Work alleys and downtown area with our City Team

## Address Capital Tool Needs as part of

- Research at TML
- Funding in 2020 Budget

Team has multiple blocks queued up to pave this fall– weather permitting

Analyzing Report from KSA and Priority list of streets for next years paving season

Working diligently to identify Public Works Director to help support Team



# City of Alpine Parks

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Parks Board ready to start on CIP Projects and Grant Applications

Lots of energy and enthusiasm

Asked Parks Board Chair (Kirsten Moody) to go ahead and start the work on prioritization of Capital Projects for this funding cycle

- Applications are due in November/December
- Will use approved budget for application
- Will work on identifying Budget amendments to help supplement through this fiscal year
- Mowing equipment is a priority – identified earlier in budget discussion





# Human Resources Update

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Human Resource Coordinator resigned this past week

- Department Head Hiring
- Nepotism Laws
  - [https://fm.xcpa.texas.gov/fm/pubs/paypol/general\\_provisions/index.php?section=nepotism&page=nepotism](https://fm.xcpa.texas.gov/fm/pubs/paypol/general_provisions/index.php?section=nepotism&page=nepotism)
  - AG Opinion-0595 (2008)

Reviewed staffing chart and narrowed down 11 positions that won't fill until budget amendments are approved

Primary need is with Department Heads

Second highest need is with Water technician