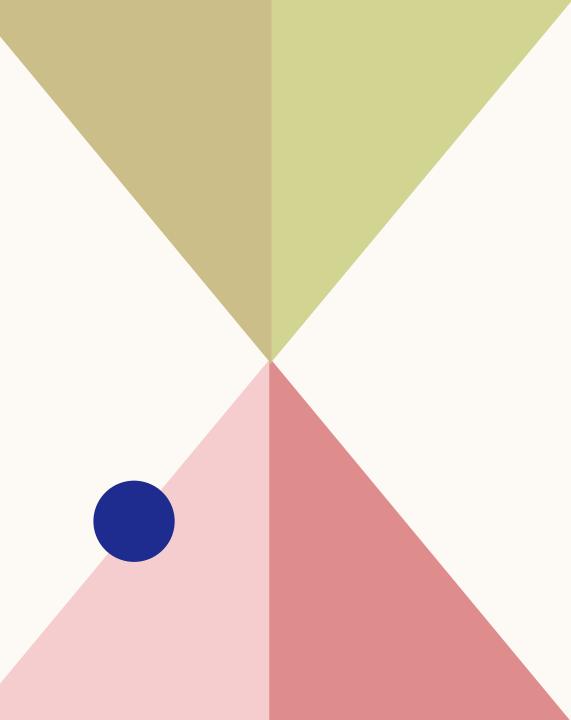
# BUDGET WORKSHOP

June 1, 2023

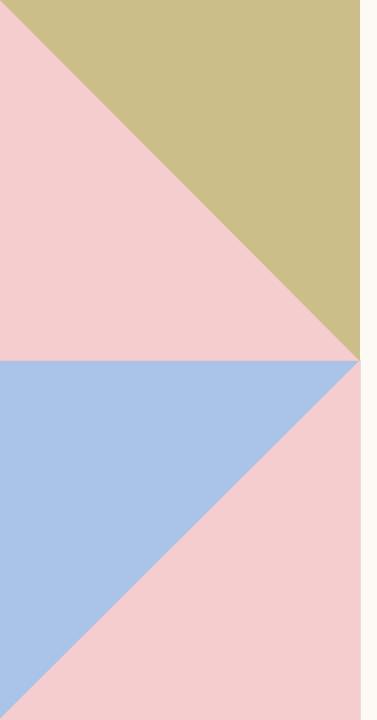
# **1<sup>ST</sup> WORKSHOP**

Why Have Budget Workshops Workshop Topics Capital Improvement Plan Strategic Planning Next Meeting



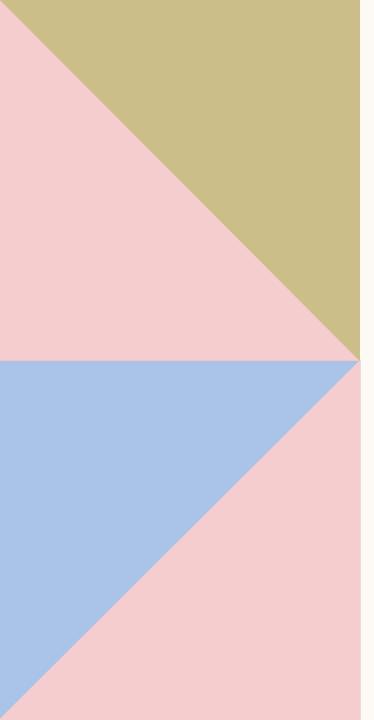
# **COLLECTION OF NUMBERS, BUT** AN EXPRESSION OF OUR VALUES AND ASPIRATIONS **P**

Jacob Lew – Former United States Secretary of the Treasury



## WHY HAVE WORKSHOPS

- Budget workshops are important for communities, as they provide an opportunity for residents, community leaders, and local government officials to come together and actively participate in the budgetary decision-making process.
- Workshops enable open dialogue, transparency, and collaboration in determining the allocation of financial resources within the community
- Workshops encourage collaboration and consensus building by fostering collaboration between community members, elected officials, and staff. They encourage the sharing of ideas and perspectives.

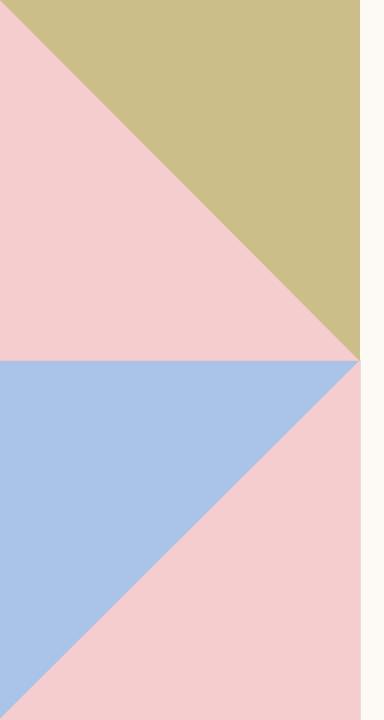


## TOPICS

- Capital Improvement Plan (Projects): Evaluating and prioritizing capital projects, such as road repairs, building construction, technology upgrades, or large equipment purchases.
- Revenue Discussions: Discussing projected revenue sources, such as taxes, fees grants, or intergovernmental transfers and anticipation of growth or decline.
- Expenditure Prioritization: Identify and prioritize Community and department needs. This is most often the lar
  - Community Requests: consider requests from community organizations, non-profits, or citizen groups for funding specific projects or programs.
  - Departmental Budgets: review of departmental needs including staffing requests.

### **CAPITAL IMPROVEMENT PLAN**

FY 2024 – FY 2028



## **CITY REQUIREMENTS**

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.

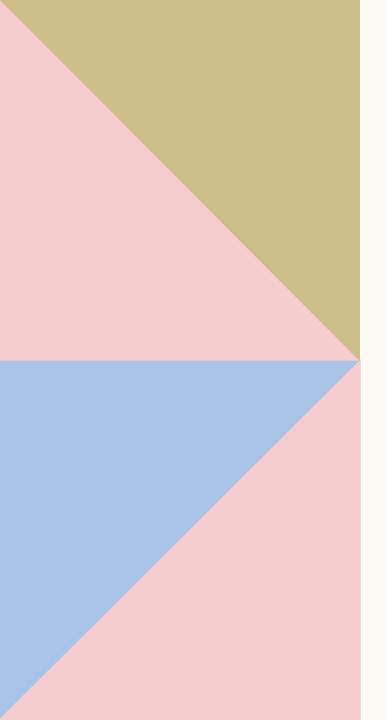
(B) The capital program shall include:

(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.



## **CITY REQUIREMENTS**

Section 5.08 Capital Program

(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.

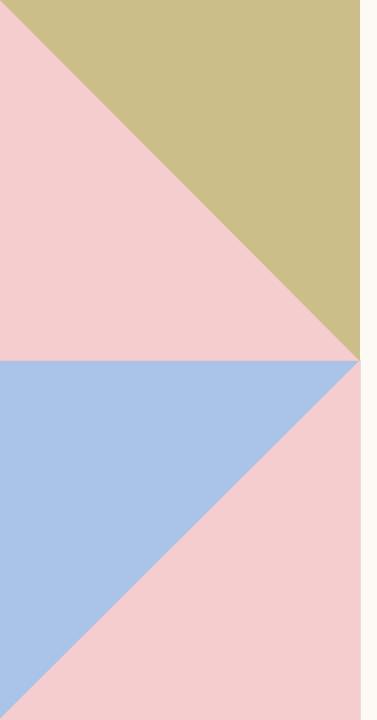
Section 5.09 City Council Action on Capital Program

(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.



## **CITY REQUIREMENTS**

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.

	CIT	Y OF ALPINE				
2024-2028 FIVE YEAR CAPITAL PLAN						
	CUF	RRENT/ACTIVE				
DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING SOURCE	AMO	JNT	
PUBLIC WORKS- PARKS	PUEBLO NUEVO PARK IMPROVEMENTS	2021-2025	TEXAS PARKS & WILDLIFE/GENERAL	\$	425,000	
ADMINISTRATION	OUTDOOR LIGHTING	2023-2027	GENERAL FUND OPERATING	\$	175,000	
			General Fund - Total	\$	600,000	
UTILITIES	GIS SYSTEM	2023-2027	UTILITY OPERATING FUND	\$	250,000.00	
			Utilities - Total	\$	250,000	
AIRPORT	TAXIWAY EXPANSION	2023	AIRPORT OPERATING BUDGET	\$	60,000	
AIRPORT	UPDATE MASTER/LAYOUT PLAN	2023-2027	TXDOT AVIATION/ AIRPORT OPERATING	\$	150,000	
			Airpot - Total	\$	210,000	
			CITY OF ALPINE TOTAL	\$	1,060,000	

	GEN	IERAL FUND			
DEPARTMENT	ITEM-DESCRIPTION	FISCAL YEAR	FUNDING SOURCE	AMOUN	т
ADMINISTRATION	CITY-WIDE SOFTWARE		MULTIPLE FUNDS/DEPARTMENTS	\$	500,000
ADMINISTRATION	SECURITY SYSTEM		MULTIPLE FUNDS/DEPARTMENTS	\$	175,000
ADMINISTRATION	HAZARD MITIGATION PLANNING		GENERAL FUND OPERATING/FEMA GRANT	\$	100,000
			Administration - Total	\$	775,000
ALPINE POLICE DEPT	GENERATOR	2023-2024	GENERAL FUND OPERATING/GRANT FUNDS	Ś	100,000
ALPINE POLICE DEPT	TASERS		GENERAL FUND OPERATING	\$	67,224
			Alpine Police Department - Total	\$	177,224
ANIMAL CONTROL	ANIMAL SHELTER REPAIRS/MAINTENANCE	2024-2026	GENERAL FUND OPERATING	\$	30,000
ANIMAL SERVICES	GENERATOR	2024	GENERAL FUND OPERATING	\$	50,000
			Animal Control Services - Total	\$	210,000
PUBLIC WORKS-PARKS	TRACTOR-MOWER	2024-2025	GENERAL FUND OPERATING/ USDA	\$	35,000
PUBLIC WORKS-PARKS	KUBOTA-MOWER	2024	GENERAL FUND OPERATING	\$	20,250
			PW - Parks - Total	\$	55,250
PUBLIC WORKS - STREET	MAINTAINER	2024-2027	GENERAL FUND OPERATING	\$	250,000
PUBLIC WORKS - STREET	DUMP TRUCK	2024-2027	GENERAL FUND OPERATING	\$	100,000
PUBLIC WORKS - STREET	FRONT END LOADER	2024-2026	GENERAL FUND OPERATING	\$	85,000
PUBLIC WORKS - STREET	IN-HOUSE PAVING EQUIPMENT	2024-2028	GENERAL FUND OPERATING	\$	872,195
PUBLIC WORKS - STREET	EMPLOYEE LOUNGE AREA	2024-2025	GENERAL FUND OPERATING	\$	66,997
PUBLIC WORKS - STREET	FLEET MAINTENANCE FACILITY	2024-2025	GENERAL FUND OPERATING	\$	60,000
			PW - STREETS - TOTAL	\$	1,434,192
			GENERAL FUND - TOTAL	\$	2,751,666

	UTI	LITIES			
DEPARTMENT	ITEM-DESCRIPTION	<b>FISCAL YEAR</b>	FUNDING SOURCE	AM	JUNT
UTILITIES	WASTEWATER TREATMENT PLANT	2024-2028	UTILITY OPERATING FUND/TWDB	\$	3,858,000.00
UTILITIES	INFRASTRUCTURE LOCATION/REPLACEMENT	2024-2028	UTILITY OPERATING FUND	\$	500,000.00
UTILITIES	FACILITY MAINTENANCE	2024-2028	UTILITY OPERATING FUND	\$	40,000.00
UTILITIES	EASTSIDE SEWER EXTENSION	2024-2028	UTILITY OPERATING FUND	\$	1,686,392.00
UTILITIES	HOUSEHOLD HAZARDOUS WASTE	2024-2025	UTILITY OPERATING FUND	\$	25,000.00
UTILITIES	AUTOMATED WELL METERS	2024-2026	UTILITY OPERATING FUND	\$	90,000.00
UTILITIES	REFURBISH WELLS - MUSQUIEZ	2024-2025	UTILITY OPERATING FUND	\$	125,000.00
UTILITIES	AUTOMATED METERING SYSTEM	2024-2028	UTILITY OPERATING FUND/ARPA	\$	1,400,000.00
UTILITIES	MANHOLE ADDITIONS	2024-2028	UTILITY OPERATING FUND	\$	200,000.00
UTILITIES	SUL ROSS STORAGE TANKS	2025	UTILITY OPERATING FUND	\$	50,000.00
			Utilities - Total	\$	7,974,392.00
	AIF	RPORT			
AIRPORT	AWOS REPLACEMENT/RELOCATION		TxDOT AVIATION/AIRPORT OPERATING	\$	175,000
AIRPORT	ROTATOR BEACON	2024-2025	TxDOT AVIATION/ AIRPORT OPERATING	\$	15,000
AIRPORT	RUNWAY 5/23 CRACK SEAL/SEAL COAT	2025-2026	TxDOT AVIATION/AIRPORT OPERATING	\$	394,500
AIRPORT	KUBOTA	2024-2025	AIRPORT OPERATING BUDGET	\$	15,000
AIRPORT	COVERED PARKING	2025-2026	AIRPORT OPERATING BUDGET	\$	20,000
			Airport - Total	\$	769,500
	ΤΟ	URISM			
HOT - TOURISM	VISITOR CENTER - UPDATE OF WINDOWS & WALLS	5 2024	HOT FUNDS	\$	45,000
HOT - TOURISM	VISITOR CENTER - INTERIOR LAYOUT AND FLOORS	2024	HOT FUNDS	\$	75,000
HOT - TOURISM	VISITOR CENTER - ROOF AND CEILING REPAIR	2024	HOT FUNDS	\$	50,000
HOT - TOURISM	VISITOR CENTER - PROCH REPAIR AND SIDEWALKS	5 2024-2026	HOT FUNDS	\$	45,000
HOT - TOURISM	VISITOR CENTER UPDATES	2024-2025	HOT FUNDS	\$	45,000
HOT - TOURISM	DOWNTOWN KIOSK	2025	HOT FUNDS	\$	31,000
			HOT Funds - Total	\$	291,000

	GAS DEP	ARTMENT			
DEPARTMENT	ITEM-DESCRIPTION	<b>FISCAL YEAR</b>	FUNDING SOURCE	AMC	UNT
GAS DEPARTMENT	AC/HVAC UNIT	2023-2024	GAS DEPARTMENT OPERATING	\$	35,000
GAS DEPARTMENT	BUILDING UPDATES	2023-2026	GAS DEPARTMENT OPERATING	\$	50,000
GAS DEPARTMENT	AUTOMATED METER READERS	2024-2027	GAS DEPARTMENT OPERATING	\$	204,432
			Gas Department - Total	\$	289,432
			CITY OF ALPINE - TOTAL	\$	12,075,990
	COMPLETED		NED		
DEPARTMENT		-	FUNDING SOURCE		
ADMINISTRATION	ALPINE SCHOOL HOUSE REMODEL	2021-2022	GENERAL FUND - ARPA FUNDS		
ALPINE POLICE DEPT	K-9 UNIT	2021-2022	DONATION		
ALPINE POLICE DEPT	LICENSE PLATE READER	2021-2022	2 POSTPONED		
ALPINE POLICE DEPT	HOLDING CELLS	2023	ON HOLD		
ALPINE POLICE DEPT	MOBILE HANDHELD RADIOS	2021-2022	22 GRANT FUNDING		
ALPINE POLICE DEPT	MOBILE DATA TERMINAL	2021-2022	GRANT FUNDING		
ALPINE POLICE DEPT	APD - BUILDING MAINTENANCE/REMODEL	2021-2022	GENERAL FUND OPERATING		
ALPINE POLICE DEPT	DISPATCH COMPUTERS	2021-2023	GENERAL FUND OPERATING/ GRANT FUN	DING	
ANIMAL CONTROL	HVAC SYSTEM	2021-2022	GENERAL FUND OPERATING		
ANIMAL CONTROL	CAT CONDOS	2023	023 GENERAL FUND OPERATING		
ANIMAL CONTROL	INCINERATOR	2025-2026	26 POSTPONED		
PUBLIC WORKS-PARKS	SPLASH PAD	2023-2027	POSTPONED		
			General Fund		
UTILITIES	BACKHOE (WALK BEHIND TRENCHER)	2023	UTILITY OPERATING FUND		
UTILITIES	WWTP - AERATOR & BAR SCREEN(PART OF WWTP)	2021-2022	UTIITIES OPERATING FUNDS & ARPA/RESI	ERVES	
			Utilities Fund		
AIRPORT	DESIGN PHASE OF LIGHTING PROJECT	2021-2022	CARES ACT		
AIRPORT	CONSTRUCTION PHASE OF LIGHTING PROJECT		23 TxDOT AVIATION/FAA/AIRPORT OPERATING		
AIRPORT	SEAL COAT 1/19		TxDOT AVIATION/FAA/AIRPORT OPERAT		
		2021 2022	Airport Fund		

DEPARTMENT	ITEM-DESCRIPTION	<b>FISCAL YEAR</b>	FUNDING SOURCE
	VISITOR CENTER RESTROOMS/PAVILLION		
HOT - TOURISM	REMODEL	2021-2022	HOT FUNDS
HOT - TOURISM	OUTDOOR PORTABLE STAGE	2021-2023	POSTPONED
			HOT Fund
GAS DEPARTMENT	BAY COVERAGE	2021-2023	GAS DEPARTMENT OPERATING
GAS DEPARTMENT	18' TRAILER	2021-2022	GAS DEPARTMENT OPERATING
GAS DEPARTMENT	RECTIFIER	2023	GAS DEPARTMENT OPERATING
			Gas Fund

## **STRATEGIC PLAN**

Goals, Objectives & Actions

### GOAL 1: WASTEWATER INFRASTRUCTURE

### ADDRESS CIRITICAL COMPONENTS OF THE CITY OF ALPINE'S WASTEWATER TREATMENT PLANT TO ENSURE COMPLIANCE WITH TCEQ

### **OBJECTIVE 1.1**

Ensure current evaluation of systemic needs and priorities within those needs.

- 1.1.1 Complete contract with Jacob & Martin Engineering for WWTP Evaluation Study- 4/2022.
- 1.1.2 Receive updated cost estimates for priority recommendations- 2/2023.
- 1.1.3 Understand what sequence, if any, the priority recommendations need to be addressed in.
- 1.1.4 Implement a Daily/Monthly/Quarterly Maintenance Log at the WWTP to track issues.

### **OBJECTIVE 1.2**

Evaluate funding options and opportunities to fix the priority WWTP needs.

### PRIORITY ACTIONS

- 1.2.1 Complete contract with Communities Unlimited for Water and Wastewater Rate Study 3/2023.
- 1.2.2 Apply for US Congressional Appropriations Committee's Community Project Fund through Congressman Gonzales' office for full funding for the WWTP priorities.
- 1.2.3 Apply for Tx Water Development Board's State Revolving Fund monies through their PIF process done in both 3/2022 & 3/2023.
- 1.2.4 Continue relationships with USDA, TWDB, TCEQ, others for potential funding opportunities.

### **OBJECTIVE 1.3**

Create a viable "back-up" funding plan to address WWTP priority issues in the near-term, should known opportunities fall through.

- 1.3.1 Evaluate what issues can be mitigated through rate increases, etc., and how long it would take to address the full list of priorities.
- 1.3.2 Include results from 1.3.1 in the City of Alpine's Capital Improvement Plan.

### GOAL 2: WATER INFRASTRUCTURE

ADDRESS CRITICAL AND LONG-TERM NEEDS OF THE CITY OF ALPINE'S WATER SYSTEM TO ENSURE FUTURE SUSTAINABILITY

### **OBJECTIVE 2.1**

Ensure that the city has accurate data for the entire water system, including residential pipes, city lines and aboveground infrastructure.

### PRIORITY ACTIONS

- 2.1.1 Create survey for water account holders to submit regarding residential water line info- closes 4/30/23.
- 2.1.2 Contract for GIS/Mapping services to create comprehensive data based on existing information of city assets, as well as results of the resident survey, using software that city staff can access.
- 2.1.3 Create a map that specifically addresses the federal Copper and Lead Line Replacement mandate.

### **OBJECTIVE 2.2**

Complete a Water System Evaluation Study by engineers to identify needs and priorities for a sustainable system.

- 2.2.1 Identify where funds would come from to contract with an engineering firm for Study.
- 2.2.2 Contract with engineering firm and oversee completion of Water System Evaluation Study.
- 2.2.3 ---

### **OBJECTIVE 2.3**

Identify funding opportunities (including grants, rate structure and debt options) to create a fiscally sustainable O&M and CIP budget that addresses the needs identified in Objective 2.2.

- 2.3.1 Evaluate what ongoing or capital needs rate increases could address annually, over a 5-7 year period.
- 2.3.2 Consider the option of a 2024-2025 Bond Package to meet all of the city's Infrastructure construction needswhat would that look like?
- 2.3.3 ---

### GOAL 3: STREET INFRASTRUCTURE

ADDRESS CRITICAL AND LONG-TERM NEEDS OF THE CITY OF ALPINE'S STREET SYSTEM TO ENSURE FUTURE SUSTAINABILITY

#### **OBJECTIVE 3.1**

Ensure that the city has accurate data for the entire city-street system, including road conditions, key intersection traffic counts, and key connectivity opportunities.

#### PRIORITY ACTIONS

- 3.1.1 Complete Street Condition Study with engineering firm 2019.
- 3.1.2 Contract for GIS/Mapping services to create comprehensive data based on existing streets conditions and information of city assets using software that city staff can access.

3.1.3 ---

### **OBJECTIVE 3.2**

Complete a Comprehensive Streets System Evaluation Study by engineers to identify needs and priorities for a sustainable system.

#### PRIORITY ACTIONS

- 3.2.1 Identify where funds would come from to contract with an engineering firm for Study.
- 3.2.2 Contract with engineering firm and oversee completion of Streets System Evaluation Study.

3.2.3 ----

### OBJECTIVE 3.3

Identify funding opportunities (including grants and debt options) to create a fiscally sustainable O&M and CIP budget that addresses the needs identified in Objective 3.2.

- 3.3.1 Apply for funds through TxDOT's Transportation Alternative program to conduct a Mobility Plan.
- 3.3.2 Consider the option of a 2024-2025 Bond Package to meet all of the city's Infrastructure construction needswhat would that look like?
- 3.3.3 ---

## **NEXT MEETING**

June 8, 2023 @ 3:00 pm