

**AGENDA**  
**NOTICE OF MEETING OF THE CITY COUNCIL OF**  
**SHAVANO PARK, TEXAS**

**This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct Workshop Meeting on Wednesday, July 14, 2021 at 5:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:**

The meeting agenda and agenda packet are posted online at [www.shavanopark.org](http://www.shavanopark.org).

**1. CALL MEETING TO ORDER**

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**3. CITIZENS TO BE HEARD**

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

**4. CITY COUNCIL COMMENTS**

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;

- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

## **5. REGULAR AGENDA ITEMS**

- 5.1. Presentation / discussion - 2021 Street assessment and options - City Manager / Public Works Director / KFW Engineering**
- 5.2. Presentation / discussion - Council Goals, Objectives and City Council guidance for FY 2021-22 budget – Council**
- 5.3. Presentation / discussion - American Rescue Plan Act Funds Considerations - Finance Director**
- 5.4. Discussion - Funding the State Infrastructure Bank (SIB) Loan - City Manager**
- 5.5. Presentation / discussion - Capital Improvement Requirements Summary - City Manager**
- 5.6. Presentation / discussion - Capital Replacement Funds - Finance Director**

## **6. ADJOURNMENT**

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T CODE CHAPTER 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for

meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

**CERTIFICATION:**

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano Park City Hall, 900 Saddletree Court, at a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 9th day of July 2021 at 4:30 p.m.

**Trish Nichols**  
**City Secretary**

## CITY COUNCIL STAFF SUMMARY

Meeting Date: July 14, 2021

Agenda item: **5.1**

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION: Presentation / discussion - 2021 Street assessment and options - City Manager / Public Works Director / KFW Engineering**

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#### **Attachments for Reference:**

- 1) 4.1a KFW Options concerning the City Street Maintenance Assessment
- 2) Street Assessment Data Summary (PCI)
- 3) Street Assessment Pictures

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**BACKGROUND / HISTORY:** In FY21 Budget Goals the Council established an objective to *Complete a city-wide street assessment, maintenance, and replacement schedule with options for repair with focus on the streets that are in most need of repair.*

The Council has set similar goals for completion of a City-wide street assessment for several years.

This spring the City was able to work with an enterprising and highly capable Administration Intern - Marine Sergeant Kris Hernandez. Kris worked closely with the City Engineer and Public Works Director Brandon Peterson to walk every street staff new intuitively was in poor condition, take field notes and input it into PAVER software (an industry recognized pavement condition analysis software). The data is computed and each section of road is then given a Pavement Condition Index (PCI) score. Generally, we have broken the scores out into categories as listed below:

- 81-100 Excellent
- 61-80 Good
- 41-60 Fair
- 21-40 Poor
- 0-20 Failing

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**DISCUSSION:** The City's Street assessment focused on the most obvious streets in need of repair which are located in "Old Shavano" west of NW Military Hwy and the cul-de-sacs located in "Old Shavano" east of NW Military Hwy. The detailed assessment and data input into the PAVER software process is time consuming and for the purposes of this initial assessment not needed for the remainder of the public streets which are generally in good condition.



Attachment 2 provides a list of sections by street with the PCI score. Most streets have sections that are failing and in poor condition. Those sections that are in fair or good condition, will likely deteriorate to poor and then failing. The streets on the west side of NW Mil Hwy were originally built in the 1950's and no major reconstruction is known to have occurred. These streets have a shallow base under the asphalt and no curbs. As heavy trucks travel along the streets the asphalt is pushed out and cracking begins. The streets on the east side of NW Mil Hwy have curbs and appear to have good base, but the cul-de-sacs are experience significant spider cracking and are also deteriorating at a faster rate and the streets themselves.

The City Engineer, KFW Engineering and Surveying, took City Staff pavement condition data and inputted it into GIS, and provided:

- Analysis of raw street condition data
- Cost figures for different types of road remediation
- Recommendations on project priority and type of remediation

Bobby Torres and Chris Otto of KFW Engineering and Surveying will present the full results at the meeting. Initially, they will show Council the summarized results of the Street.

The City Engineers recommendation for the streets included in this assessment is Option 1A - Full Roadway Reconstruction with header curbing. Option 1B – Full Roadway Reconstruction (No Curb) is cheaper and will certainly be an improvement, but without a curb installed will significant lower the life expectancy of the streets. Option 2 and 3 again are cheaper, but will result in road repair requirements likely in the time other road repairs will come due (the Estates and Shavano Creek).

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Using Option 1A (with curb) Council could consider a restoration timeline solution over a: 1) Five Year Period; 2) Seven Year Period by street. So a five year solution would equal about \$2M a year. A seven year solution might equal about a \$1.5 M a year. Some years will be more or less based upon the cost of the streets.

A potential strategy may look like the below overview timeline:

- 2023 – 2030 “Reconstruction” of east side Roads; with west side cul-de-sacs
- 2030 – 2035 “Reclamation” of north west roads
- 2035 – 2040 “Reclamation” of “Estates” roads (south west)
- 2040 – 2045 “Reclamation” of “Shavano Creek” roads

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**COURSES OF ACTION:** N/A; consider street maintenance assessment and Engineer recommendations; provide consensus or guidance to staff.

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**FINANCIAL IMPACT:** Varies.

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**MOTION REQUESTED:** N/A; provide consensus or guidance.

## Description of Improvements

### Option 1A

Full Roadway Reconstruction includes:

- Excavate existing street section
- Install 6" of lime treated subgrade
- Install 9" HMAC Type B base
- Install 2" HMAC Type D pavement
- Install header curbing
- Revegetate ROW parkway

### Option 1B

*Full Roadway Reconstruction (No Curb)* includes:

- Excavate existing street section
- Install 6" of lime treated subgrade
- Install 9" HMAC Type B base
- Install 2" HMAC Type D pavement
- Revegetate ROW parkway

### Option 2

Reclamation (8" Deep Rehab) includes:

- Excavate existing pavement and base sections
- Rehabilitate and reinstall treated base section
- Install 2" HMAC Type D pavement

### Option 3

Mill & Overlay includes:

- Remove existing top 2" of pavement sections.
- Install 2" HMAC Type D pavement.

**Please note:** Each option includes lump sum costs for mobilization, insurance and bonding, preparation of right-of-way, storm water pollution prevention planning, traffic control, as well as miscellaneous construction items. These may be viewed in the cost estimate sheets for each option included with this submittal.

## Opinion of Probable Construction Cost Breakdown

### Street Costs

Option	Quick Description	Construction OPCC	Est. Engineering	Total	Per Linear Foot
<b>Bent Oak Dr</b>					
1A	Full Reconstruction	\$ 714,441.68	\$ 82,200.00	\$ 796,641.68	\$ 365.60
1B	Reconstruction w/o Curb	\$ 566,267.41	\$ 65,100.00	\$ 631,367.41	\$ 289.75
2	Full Depth Reclamation	\$ 412,096.40	\$ 47,400.00	\$ 459,496.40	\$ 210.87
3	2" Mill & Overlay	\$ 148,838.80	\$ 17,100.00	\$ 165,938.80	\$ 76.15
<b>Chimney Rock Ln</b>					
1A	Full Reconstruction	\$ 488,025.36	\$ 56,100.00	\$ 544,125.36	\$ 365.68
1B	Reconstruction w/o Curb	\$ 386,516.56	\$ 44,400.00	\$ 430,916.56	\$ 289.59
2	Full Depth Reclamation	\$ 281,413.23	\$ 32,400.00	\$ 313,813.23	\$ 210.90
3	2" Mill & Overlay	\$ 101,639.34	\$ 11,700.00	\$ 113,339.34	\$ 76.17
<b>Cliffside Dr</b>					
1A	Full Reconstruction	\$ 2,737,990.26	\$ 314,900.00	\$ 3,052,890.26	\$ 363.74
1B	Reconstruction w/o Curb	\$ 2,167,566.29	\$ 249,300.00	\$ 2,416,866.29	\$ 287.96
2	Full Depth Reclamation	\$ 1,587,299.25	\$ 182,500.00	\$ 1,769,799.25	\$ 210.87
3	2" Mill & Overlay	\$ 573,292.35	\$ 65,900.00	\$ 639,192.35	\$ 76.16
<b>End Gate Ln (Street)</b>					
1A	Full Reconstruction	\$ 110,478.80	\$ 12,700.00	\$ 123,178.80	\$ 384.93
1B	Reconstruction w/o Curb	\$ 86,075.12	\$ 9,900.00	\$ 95,975.12	\$ 299.92
2	Full Depth Reclamation	\$ 60,518.98	\$ 7,000.00	\$ 67,518.98	\$ 211.00
3	2" Mill & Overlay	\$ 21,857.92	\$ 2,500.00	\$ 24,357.92	\$ 76.12
<b>Fawn Dr</b>					
1A	Full Reconstruction	\$ 1,508,182.56	\$ 173,400.00	\$ 1,681,582.56	\$ 364.22
1B	Reconstruction w/o Curb	\$ 1,194,277.22	\$ 137,300.00	\$ 1,331,577.22	\$ 288.41
2	Full Depth Reclamation	\$ 873,175.34	\$ 100,400.00	\$ 973,575.34	\$ 210.87
3	2" Mill & Overlay	\$ 315,368.85	\$ 36,300.00	\$ 351,668.85	\$ 76.17
<b>Saddletree Dr</b>					
1A	Full Reconstruction	\$ 1,209,835.91	\$ 139,100.00	\$ 1,348,935.91	\$ 364.18
1B	Reconstruction w/o Curb	\$ 958,089.82	\$ 110,200.00	\$ 1,068,289.82	\$ 288.42
2	Full Depth Reclamation	\$ 700,507.14	\$ 80,600.00	\$ 781,107.14	\$ 210.88
3	2" Mill & Overlay	\$ 253,005.46	\$ 29,100.00	\$ 282,105.46	\$ 76.16
<b>Shavano Dr</b>					
1A	Full Reconstruction	\$ 1,120,840.92	\$ 128,900.00	\$ 1,249,740.92	\$ 364.25
1B	Reconstruction w/o Curb	\$ 887,553.00	\$ 102,100.00	\$ 989,653.00	\$ 288.44
2	Full Depth Reclamation	\$ 648,876.89	\$ 74,600.00	\$ 723,476.89	\$ 210.86
3	2" Mill & Overlay	\$ 234,357.92	\$ 27,000.00	\$ 261,357.92	\$ 76.18
<b>Wagon Trail Rd</b>					
1A	Full Reconstruction	\$ 1,170,052.23	\$ 134,600.00	\$ 1,304,652.23	\$ 364.22
1B	Reconstruction w/o Curb	\$ 926,471.93	\$ 106,500.00	\$ 1,032,971.93	\$ 288.38
2	Full Depth Reclamation	\$ 677,434.28	\$ 77,900.00	\$ 755,334.28	\$ 210.87
3	2" Mill & Overlay	\$ 244,672.13	\$ 28,100.00	\$ 272,772.13	\$ 76.15
<b>Windmill Dr</b>					
1A	Full Reconstruction	\$ 703,651.40	\$ 80,900.00	\$ 784,551.40	\$ 365.59
1B	Reconstruction w/o Curb	\$ 557,683.99	\$ 64,100.00	\$ 621,783.99	\$ 289.74
2	Full Depth Reclamation	\$ 405,855.38	\$ 46,700.00	\$ 452,555.38	\$ 210.88
3	2" Mill & Overlay	\$ 146,584.70	\$ 16,900.00	\$ 163,484.70	\$ 76.18

<b>Option 1A</b>	<b>Total</b>	<b>\$ 10,886,299.12</b>
<b>Option 1B</b>	<b>Total</b>	<b>\$ 8,619,401.35</b>
<b>Option 2</b>	<b>Total</b>	<b>\$ 6,296,676.87</b>
<b>Option 3</b>	<b>Total</b>	<b>\$ 2,274,217.48</b>

### Combined Totals (Streets + Cul-de-sacs)

<b>Option 1A</b>	<b>Total</b>	<b>\$ 11,464,356.16</b>
<b>Option 1B</b>	<b>Total</b>	<b>\$ 9,109,418.98</b>
<b>Option 2</b>	<b>Total</b>	<b>\$ 6,634,150.00</b>
<b>Option 3</b>	<b>Total</b>	<b>\$ 2,396,063.12</b>

## Opinion of Probable Construction Cost Breakdown

### Cul-De-Sacs

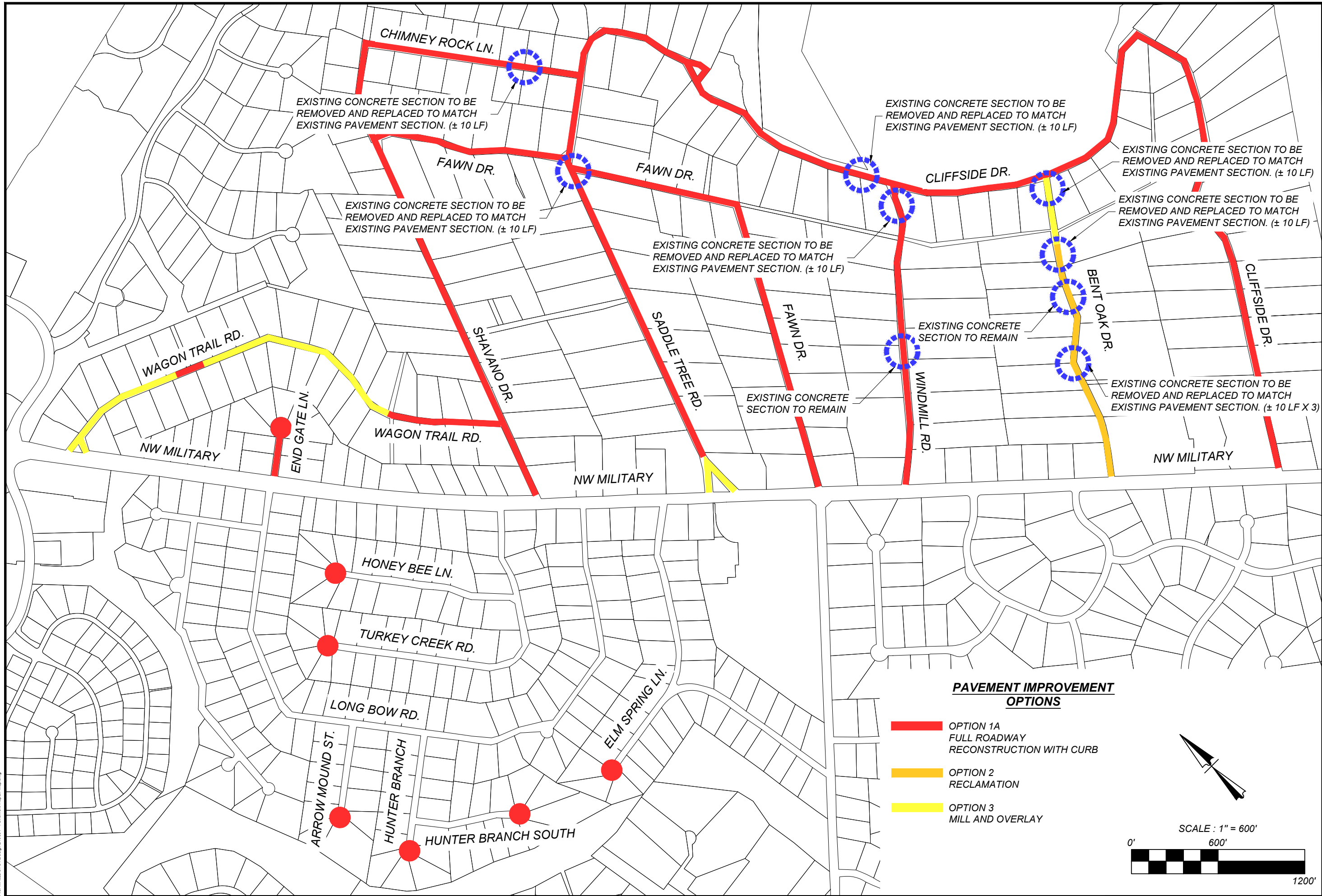
Option	Quick Description	Construction OPCC	Est. Engineering	Total	Per Square Foot
<b>Arrow Mound Ln</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>Elm Spring Ln</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>End Gate Ln (Cul-de-sac)</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>Honey Bee Ln</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>Hunters Branch</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>South Hunters Branch</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46
<b>Turkey Creek Rd</b>					
1A	Full Reconstruction	\$ 74,079.58	\$ 8,500.00	\$ 82,579.58	\$ 16.43
1B	Reconstruction w/o Curb	\$ 62,802.52	\$ 7,200.00	\$ 70,002.52	\$ 13.93
2	Full Depth Reclamation	\$ 43,210.45	\$ 5,000.00	\$ 48,210.45	\$ 9.59
3	2" Mill & Overlay	\$ 15,606.52	\$ 1,800.00	\$ 17,406.52	\$ 3.46


<b>Option 1A</b>	<b>Total</b>	<b>\$ 578,057.03</b>
<b>Option 1B</b>	<b>Total</b>	<b>\$ 490,017.63</b>
<b>Option 2</b>	<b>Total</b>	<b>\$ 337,473.13</b>
<b>Option 3</b>	<b>Total</b>	<b>\$ 121,845.65</b>

### Combined Totals (Streets + Cul-de-sacs)

<b>Option 1A</b>	<b>Total</b>	<b>\$ 11,464,356.16</b>
<b>Option 1B</b>	<b>Total</b>	<b>\$ 9,109,418.98</b>
<b>Option 2</b>	<b>Total</b>	<b>\$ 6,634,150.00</b>
<b>Option 3</b>	<b>Total</b>	<b>\$ 2,396,063.12</b>

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**KFW**  
ENGINEERS & SURVEYORS  
Phone: (210) 979-9444 • Fax: (210) 979-9444  
TYPE: Firm # 9813 • TPLS: Firm # 1012200

REVISIONS	ISSUE DATE

**CITY OF SHAVANO PARK  
ROADWAY IMPROVEMENT PLAN**

JOB NO.: -  
DATE: -  
DRAWN: - CHECKED: -  
SHEET NUMBER:  
EX-1

### 5 Year Plan

<u>2023</u>	<u>Phase 1</u>	<u>Length</u>	<u>Cost</u>	<u>Percentage</u>
	Saddletree Dr	3704	\$ 1,349,776.71	
	Shavano Dr	3431	\$ 1,250,292.63	
	<b>Total</b>	7135	\$ 2,600,069.33	22.7%
<u>2024</u>	<u>Phase 2</u>			
	Fawn Dr	4617	\$ 1,682,483.55	
	Chimney Rock Ln	1488	\$ 542,242.91	
	<b>Total</b>	6105	\$ 2,224,726.46	19.4%
<u>2025</u>	<u>Phase 3</u>			
	Wagon Trail Rd	3582	\$ 1,305,318.62	
	Windmill Dr	2146	\$ 782,025.06	
	<b>Total</b>	5728	\$ 2,087,343.68	18.2%
<u>2026</u>	<u>Phase 4</u>			
	Cliffside Dr 1	6093	\$ 2,220,353.53	
	<b>Total</b>	6093	\$ 2,220,353.53	19.4%
<u>2027</u>	<u>Phase 5</u>			
	Cliffside Dr 2	2300	\$ 838,144.28	
	Bent Oak Dr	2179	\$ 794,050.61	
	End Gate Ln	320	\$ 116,611.38	
	Cul De Sacs	1600	\$ 583,056.89	
	<b>Total</b>	6399	\$ 2,331,863.16	20.3%
	<b>Overall Total</b>	31460	\$ 11,464,356.16	

**Note: Pricing reflects fully removing existing pavement and replacing with new pavement section and concrete curbs.**

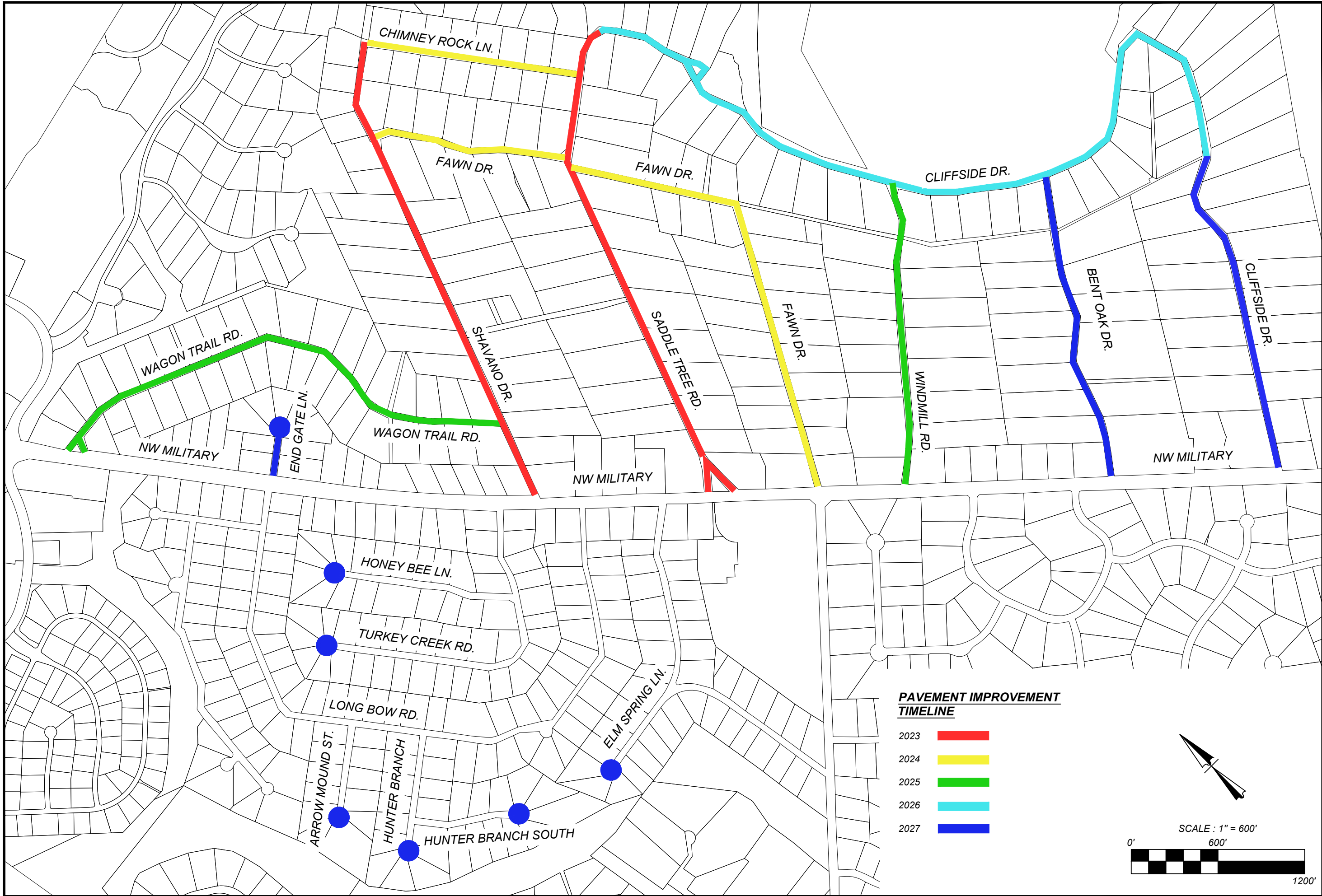
**7 Year Plan**

<b><u>2023</u></b>	<b><u>Phase 1</u></b>		<b><u>Length</u></b>		<b><u>Cost</u></b>	<b><u>Percentage</u></b>
	Chimney Rock Ln		1488	\$	542,242.91	
	Shavano Dr		3431	\$	1,250,292.63	
	<b>Total</b>		4919	\$	1,792,535.54	15.6%
<b><u>2024</u></b>	<b><u>Phase 2</u></b>					
	Saddletree Dr		3704	\$	1,349,776.71	
	<b>Total</b>		3704	\$	1,349,776.71	11.8%
<b><u>2025</u></b>	<b><u>Phase 3</u></b>					
	Fawn Drive		4617	\$	1,682,483.55	
	<b>Total</b>		4617	\$	1,682,483.55	14.7%
<b><u>2026</u></b>	<b><u>Phase 4</u></b>					
	Wagon Trail Rd		3582	\$	1,305,318.62	
	End Gate Ln		320	\$	116,611.38	
	<b>Total</b>		3902	\$	1,421,930.00	12.4%
<b><u>2027</u></b>	<b><u>Phase 5</u></b>					
	Windmill Dr		2146	\$	782,025.06	
	Cliffside Dr 1		2693	\$	981,357.63	
	<b>Total</b>		4839	\$	1,763,382.69	15.4%
<b><u>2028</u></b>	<b><u>Phase 6</u></b>					
	Cliffside Dr 2		5700	\$	2,077,140.18	
	<b>Total</b>		5700	\$	2,077,140.18	18.1%
<b><u>2029</u></b>	<b><u>Phase 7</u></b>					
	Cul De Sacs		1600	\$	583,056.89	
	Bent Oak Dr		2179	\$	794,050.61	
	<b>Total</b>		3779	\$	1,377,107.50	12.0%
<b>Overall Total</b>			31460	\$	11,464,356.16	

**Note: Pricing reflects fully removing existing pavement and replacing with new pavement section and concrete curbs.**



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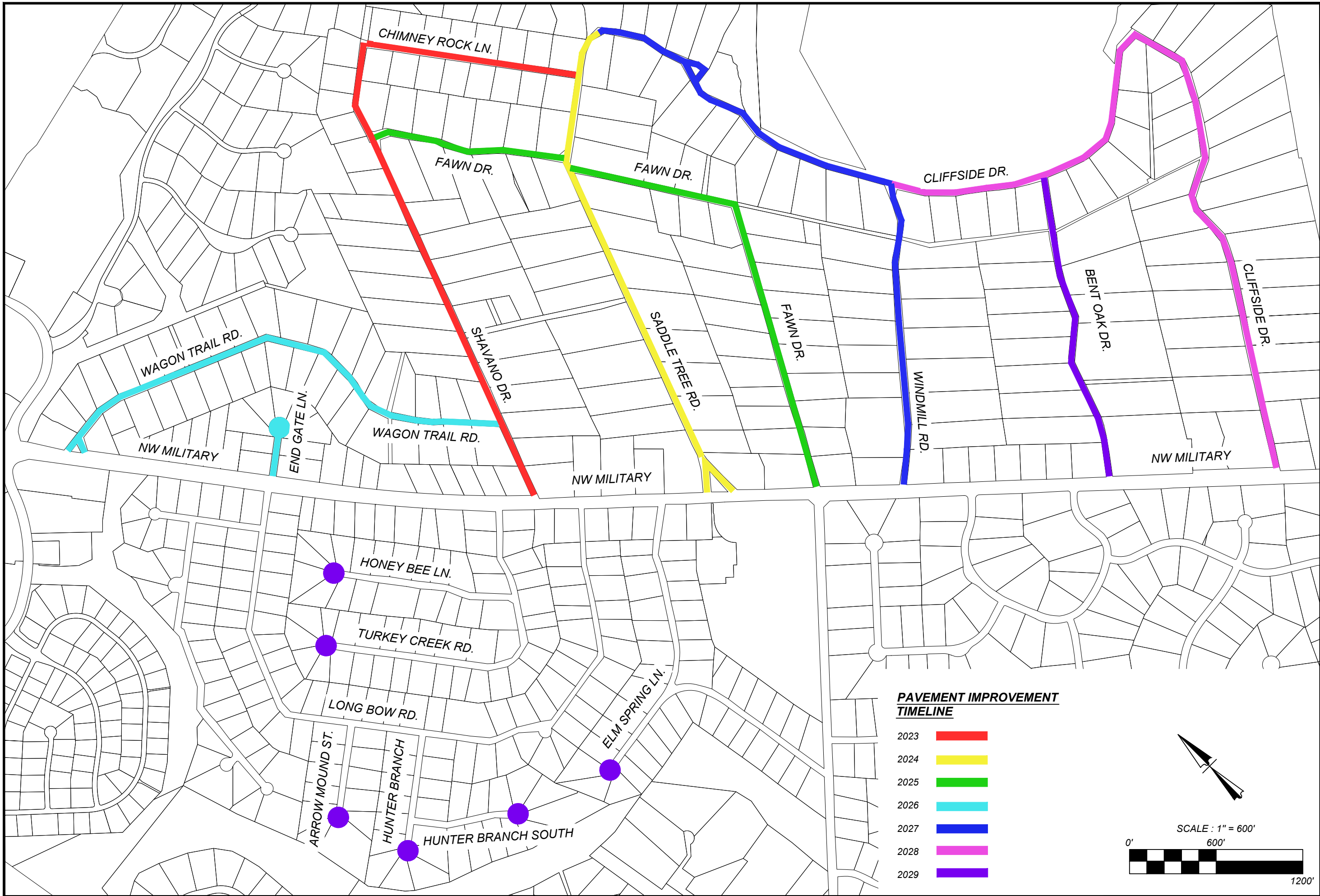
# CITY OF SHAVANO PARK ROADWAY IMPROVEMENT 5 YEAR PLAN

REVISIONS

ISSUE DATE

JOB NO.: -  
DATE: -  
DRAWN: - CHECKED: -  
SHEET NUMBER:  
EX-1

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**KFW**  
ENGINEERS & SURVEYORS  
Phone # (210) 797-9444 • Fax # (210) 797-9444  
Toll Free 1-800-833-1111 • TDD/Relay Texas 1-800-833-1111

ISSUE DATE

REVISIONS

**CITY OF SHAVANO PARK**  
**ROADWAY IMPROVEMENT 7 YEAR PLAN**

JOB NO.: -  
DATE: -  
DRAWN: - CHECKED: -  
SHEET NUMBER:  
**EX-2**

Branch ID	Section ID	True Area (SqFt)	Last Inspection Date	PCI	Start	End
Chimney Rock	01	11,960.00	3/3/2021	14	29.5965835, -98.5509682	29.5954157, -98.5502693
Chimney Rock	02	9,438.00	3/3/2021	14	29.5954157, -98.5502693	29.5944443, -98.5497132
Chimney Rock	03	12,760.00	3/3/2021	36	29.5944443, -98.5497132	29.593082, -98.548896

End Gate	01	14,400.00	1/22/2021	53	29.593346, -98.559955	29.593742, -98.559058
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Saddletree	01	6,216.00	2/1/2021	70	29.586031, -98.554302	29.5867554, -98.5541543
Saddletree	02	11,544.00	2/1/2021	48	29.586441, -98.554667	29.5874609, -98.5537663
Saddletree	03	12,480.00	2/1/2021	23	29.5874609, -98.5537663	29.5887764, -98.5529067
Saddletree	04	10,392.00	2/1/2021	8	29.5887764, -98.5529067	29.5897208, -98.5522955
Saddletree	05	11,016.00	2/1/2021	14	29.5897208, -98.5522955	29.5907415, -98.5516193
Saddletree	06	13,926.00	2/1/2021	30	29.5907415, -98.5516193	29.5922488, -98.5506025
Saddletree	07	13,248.00	2/1/2021	37	29.5922488, -98.5506025	29.5929181, -98.5491371
Saddletree	08	8,558.00	2/1/2021	40	29.5929181, -98.5491371	29.5932389, -98.5479347

Shavano Dr	01	13,848.00	3/9/2021	18	29.5889838, -98.5568497	29.5903622, -98.5560192
Shavano Dr	02	12,374.00	3/9/2021	73	29.5903622, -98.5560192	29.5916204, -98.5552229
Shavano Dr	03	13,244.00	3/9/2021	22	29.5916204, -98.5552229	29.5931041, -98.5542671
Shavano Dr	04	12,880.00	3/9/2021	26	29.5931041, -98.5542671	29.5941206, -98.5535916
Shavano Dr	05	12,167.00	3/9/2021	41	29.5941206, -98.5535916	29.5956762, -98.5525508
Shavano Dr	06	15,548.00	3/9/2021	13	29.5956762, -98.5525508	29.596680, -98.551045

Wagon Trail	01	10,563.00	1/25/2021	63	29.596835, -98.561971	29.5966571, -98.5604934
Wagon Trail	02	13,570.00	1/22/2021	21	29.5966571, -98.5604934	29.5963275, -98.5598838
Wagon Trail	03	13,178.00	1/25/2021	58	29.5963275, -98.5598838	29.5948033, -98.5573541
Wagon Trail	04	13,128.00	1/22/2021	55	29.5948033, -98.5573541	29.5931985, -98.5571535
Wagon Trail	05	12,980.00	1/22/2021	58	29.5931985, -98.5571535	29.591773, -98.557108
Wagon Trail	06	14,444.00	1/22/2021	15	29.591773, -98.557108	29.590380, -98.556036
Wagon Trail	07	2,565.00	1/22/2021	93	29.596546, -98.561832	29.596793, -98.561596

Fawn Drive	01	11,264.00	3/11/2021	52	29.584791, -98.553188	29.585807, -98.552243
Fawn Drive	02	13,288.00	3/11/2021	28	29.585807, -98.552243	29.587254, -98.550987
Fawn Drive	03	12,254.00	3/11/2021	28	29.587254, -98.550987	29.588400, -98.549910
Fawn Drive	04	11,946.00	3/11/2021	41	29.588400, -98.549910	29.589652, -98.549406
Fawn Drive	05	12,298.00	3/11/2021	11	29.589652, -98.549406	29.590093, -98.549615
Fawn Drive	06	9,982.00	3/11/2021	21	29.590093, -98.549615	29.592097, -98.550595
Fawn Drive	07	12,232.00	3/11/2021	26	29.592350, -98.550545	29.593653, -98.551430
Fawn Drive	08	12,122.00	3/11/2021	67	29.593653, -98.551430	29.595078, -98.552133
Fawn Drive	09	5,500.00	3/11/2021	64	29.595078, -98.552133	29.595545, -98.552591

Bent Oak	01	11,781.00	3/12/2021	34	29.580366, -98.549304	29.581542, -98.548186
Bent Oak	02	12,405.50	3/12/2021	46	29.581542, -98.548186	29.582589, -98.546970
Bent Oak	03	11,704.00	3/12/2021	41	29.582589, -98.546970	29.583739, -98.545942
Bent Oak	04	10,868.00	3/12/2021	61	29.583739, -98.545942	29.584698, -98.544783

Cliffside	01	11,361.00	3/17/2021	72	29.577841, -98.547075	29.578946, -98.545955
Cliffside	02	12,126.00	3/17/2021	58	29.578946, -98.545955	29.580057, -98.544771
Cliffside	03	13,167.00	3/17/2021	40	29.580057, -98.544771	29.581387, -98.543561
Cliffside	04	12,738.00	3/17/2021	73	29.581387, -98.543561	29.582405, -98.542425
Cliffside	05	13,072.50	3/17/2021	24	29.582405, -98.542425	29.583533, -98.541188
Cliffside	06	12,513.00	3/17/2021	42	29.583533, -98.541188	29.584958, -98.541358
Cliffside	07	13,068.00	3/17/2021	49	29.584958, -98.541358	29.584302, -98.542895
Cliffside	08	12,012.00	3/17/2021	23	29.584302, -98.542895	29.584611, -98.544560
Cliffside	09	13,717.00	3/17/2021	43	29.584611, -98.544560	29.585785, -98.546041
Cliffside	10	11,242.00	3/17/2021	49	29.585785, -98.546041	29.587003, -98.546839
Cliffside	11	11,330.00	3/17/2021	38	29.587003, -98.546839	29.588232, -98.547331
Cliffside	12	14,124.00	3/17/2021	42	29.588232, -98.547331	29.590033, -98.547509
Cliffside	13	13,072.50	3/17/2021	66	29.590033, -98.547509	29.591525, -98.547327
Cliffside	14	15,400.00	3/17/2021	34	29.591525, -98.547327	29.593190, -98.547803
Cliffside	15	5,412.00	3/17/2021	55	29.591611, -98.547283	29.591207, -98.547470

# MicraPaver Overview

- The MicroPaver system grades street sections from 0-100 using a Pavement Condition Index (PCI). The PCI is calculated by inputting field measurements of pavement degradation found in a road into the software, which calculates the PCI grade for the road.
- The Branch Condition Report shows an overview of all of the streets assessed. The Branch ID is the actual street. Besides providing basic statistical data, the Branch Condition Report also gives an average PCI for the entire street.
- The Section Condition Report shows the PCI for each section of a street. The streets are broken down into 500-600 ft sections for a more accurate representation of the street. Some sections of a particular street maybe in good condition while others could be in need of urgent repair.

# Methodology

- Sections would be determined while walking the streets. Beginning at the streets edge (generally NW Military), 500-600 ft would be walked and documented.
- The section would be cut off at identifiable landmark (the edge of a drive way, mailbox, street sign, etc.).
- Data was collected by walking these street sections and documenting discrepancies found.
- Discrepancies would be documented by total area and severity.



# Chimney Rock Alligator Cracking





# Chimney Rock Alligator Cracking





# Chimney Rock Rutting





# Shavano Drive Alligator Cracking





# Shavano Drive Rutting





# Shavano Drive Edge Cracking





# Windmill Longitude Cracking





# Arrow Mound



## CITY COUNCIL STAFF SUMMARY

Meeting Date: July 14, 2021

Agenda item: **5.2**

Prepared by: Bill Hill

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

**4.2 Presentation / discussion - Council Goals, Objectives and City Council guidance for FY 2020-21 budget - Council**

**X**

**Attachments for Reference:**

1) Council Draft FY 2022-22 Goals and Objectives

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**BACKGROUND / HISTORY:** During the budget development process in the past six years, City Council has prepared Goals and Objectives that inform and shape the budget. For the past few years, City Council used the eight strategic goals as developed and included in the Town Plan and assigned various objectives to each goal. This approved list was included in the annual budget as well as staff developed Departmental Goals and Objectives.

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### **DISCUSSION:**

**4.2 Council Goals and Objectives.** Using last year's approved list of Council goals and objectives, staff updated the list by striking through those objectives that have been or will be completed and making minor revisions as a starting point in the process. **At the June 9<sup>th</sup> Workshop, City Council provided edits and guidance to the Goals and Objectives. These changes have been adopted. At the June 28<sup>th</sup> Workshop, further modifications and guidance was provided and the draft has been updated and the latest changes are captured in blue font.**

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**COURSES OF ACTION:** Gain consensus on the proposed Goals and Objectives or provide further guidance.

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**FINANCIAL IMPACT:** Varies depending on costs associated with approved Objectives.

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**MOTION REQUESTED:** N/A; provide consensus or guidance on the draft goals and objectives.

# **Strategic Goals and Objectives**

## **Strategic Vision**

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

## **Mission**

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

## **Values**

- Honesty
- Integrity
- Accountability
- Excellence
- Professionalism
- Innovation
- Inclusiveness
- Open, clear, proactive and transparent communications and Government
- Responsiveness and Customer Service

## **Essential Task List**

- Provide, Efficiently Use, and Protect Fiscal Resources
- Maintain Effective Staffing Resources
- Provide and Maintain Infrastructure
- Maintain a Superior Water System
- Provide Police Services
- Provide Fire / EMS Services
- Conduct Municipal Planning
- Enforce Ordinances / Standards consistently
- Provide Outstanding Customer Service to citizens and visitors
- Identify and Manage Risk



## Strategic Goals

1. Provide excellent municipal services while anticipating future requirements
2. Protect and provide a city-wide safe and secure environment
3. Preserve City property values, protect fiscal resources and maintain financial discipline
4. Maintain overall excellent infrastructure (buildings, streets and utilities)
5. Enhance and support commercial business activities and opportunities
6. Enhance the City image and maintain a rural atmosphere
7. Promote effective communications and outreach with citizens
8. Mitigate storm water runoff

## Objectives

### 1. Provide excellent municipal services while anticipating future requirements

- Provide exceptional customer service to citizens and visitors
- Consistently enforce ordinances / policies
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled (TBD'ed by proposed and adopted budget)
- Resource compensation study recommendations adopted by City Council to ensure City pay scale is within current market range

### 2. Protect and provide a city-wide safe and secure environment

- Effectively conduct “Community Policing” to keep Shavano Park citizens safe
- Actively respond to citizen concerns
- Proactively pursue reduction of neighborhood crime across the city
- Consistently maintain average police and fire response times to 3-4 minutes
- Routinely emphasize friendly “customer service” and image of City while patrolling
- Proactively enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- Proactively identify visible Code of Ordinance violations, improve internal staff reporting, and effectively engage residents in order to achieve compliance of the Code of Ordinance
- Assess security implications of the Huntington path / gate to the San Antonio linear park
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Continue fire safety measures / improvements by reducing the risk of a forest fire for all

municipal areas in coordination with the Texas A&M Forest Service

- Implement Winter Storm Uri safety recommendations
- Consider joining the Bexar County Emergency Action Plan
- Conduct risk assessments for all departments

3. Preserve City property values, protect fiscal resources and maintain financial discipline

- Investigate revenue enhancement options
- Continue growth of the Oak Wilt Fund
- Maintain the City's online financial transparency webpage (<https://shavanopark.org/finances>)
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves in accordance with our Fund Balance Policy
- Investigate bonding options (funds available and costs)
- Coordinate with Bexar County for funding support of NW Military Hwy water line relocation

4. Maintain excellent infrastructure (buildings, streets and utilities)

- Consider options for using the American Rescue Plan Act Funds
- Consider options for street repairs / restoration based upon the 2021 street assessment [and develop a 25-30 year restoration plan](#)
- Complete installation of an Emergency Generator for Fire / PW (TBD'ed)
- Continue to implement asphalt preservation applications on the west side of NW Military from DeZavala to Mossy Cup West; applications include crack seal to assist in maintaining pavement conditions
- [Restripe DeZavala pedestrian / bike lanes with thermoplastic materials](#)
- [Level and seal the Pavilion concrete floor; tile / seal the outdoor pavilion restrooms](#)
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Protect existing trees, landscaping, and grounds of the overflow City Hall Parking area, while coordinating options for a future environmentally friendly parking in partnership with TxDOT
- Maintain essential public water infrastructure to include a capital replacement program.
  - Develop requirements and cost estimate for the Arrow Mound cul-de-sac dead end main and water lines and consider remediation
  - Evaluate water system isolation valves and develop recommendations
- Coordinate with TxDOT city requirements for NW Military Hwy improvement project scheduled for 2021-23
- Provide oversight and quality control with TxDOT over the contractor responsible for the City's requirements for relocation and improvements to portions of the water mains on NW Military

5. Enhance and support commercial business activities and opportunities

- Continue to survey Shavano Park businesses concerning city support
- Continue to maintain an updated business directory supplement and include in the Shavano Park resident directory

6. Enhance the City Image while maintaining a rural atmosphere

- Review the International Property Maintenance Code and consider options for adopting
- Emphasize friendly customer service and make opportunities to engage with public
- Continue Tree City USA recognition
- Continue and promote Firewise recognition; investigate additional muni-tract Firewise projects
- Maintain and promote National Wildlife Federation recognition as a Community Wildlife Habitat
- Continue to support the landscaping plan for the City Monument at City Hall and other city properties
- Form a citizen's committee to develop recommendations and funding requirements for possible foliage replacement on NW Military Highway
- Develop and implement a plan to maintain the Lockhill Selma median
- Conduct initial planning to identify considerations, including future operating cost, for a potential future splash pad play area
- Continue to coordinate with Bitterblue, Inc. and TxDOT for completion of sidewalk / trail from NW Military Highway to link up with the Salado Creek Greenway Trail
- Support the City of San Antonio completion of sidewalks on the east side of Lockhill-Selma between DeZavala and Huebner
- Improve and maintain the nature trail adjacent to City Hall
- Incremental improvements to the Cliffside trail accessibility and safety for pedestrians and cyclists; reduce rock obstacles at vicinity of the north-west trail turn

7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Ensure timely communication to citizens and businesses on the progress of NW Military Highway construction and traffic control
- Conduct up to seven City sponsored events (City-wide Garage Sale, Picnic in the Park, Arbor / Earth Day, Independence Day, National Night Out, Trunk or Treat, Holiday Event)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor / Earth Day with Fiesta Medals
- Maintain City website and evaluate additional website applications

- Conduct written engagements with Citizens (Water System, Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Complete the publishing of a Community Directory in 2021
- Consider further implementation options for the 2018 comprehensive Town Plan
- Improve outreach in order to grow the Neighborhood Watch Program

#### 8. Mitigate storm water runoff

- Support the mitigation of stormwater problems throughout the City
- Assess the previously approved Drainage Study for implementation opportunities
- Investigate funding options for the DeZavala culvert drainage project
- Continue drainage improvements
- Provide maintenance of our storm water system, including inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects

## CITY COUNCIL STAFF SUMMARY

Meeting Date: July 14, 2021

Agenda item: 5.3

Prepared by: Brenda Morey

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Discussion – American Rescue Plan Act Funds Consideration – Finance Director

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#### **Attachments for Reference:**

- a) ARPA Staff Proposed Priority List
- b) Schedule of Potential Uses of Funding
- c) Calculation – Lost Revenues

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**BACKGROUND / HISTORY:** President Biden signed the American Rescue Plan Act (ARPA or the Act) in early March, 2021. The Act provides for a State and Local Fiscal Recovery Fund of \$350 billion dollars to respond to the COVID-19 emergency. The Act's funding objectives include:

- Support public health response by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare and certain public health and safety staff,
- Replace public sector revenue loss to provide government services to the extent of the reduction in revenue experienced due to the pandemic,
- Water and sewer infrastructure, making necessary investment to improve access to clean drinking water and invest in wastewater and stormwater infrastructure,
- Address negative economic impacts by responding to the economic harms to workers, families, small businesses, impacted industries and the public sector,
- Premium pay for essential workers by offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- Broadband infrastructure, to provide unserved or underserved locations with new or expanded broadband access.

The expenditure period began March 3, 2021 with funds obligated by December 31, 2024 and expended by December 31, 2026.

City Staff has created Fund 58, American Rescue Plan Act Fund to account for the transactions related to the use of the awarded amounts. The City will also establish a separate account at TexStar to hold unspent ARPA funds.

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**DISCUSSION:** Due to its population, the City of Shavano Park is considered a non-entitlement unit of local government (NEU). As such, the City's funding, estimated at \$870,000 total to be received in two equal payments, will flow thru the State of Texas and not directly from the U.S. Treasury. As of July 9, Texas has not yet requested the funding from the Treasury. The Texas Division of Emergency Management has been designated as the coordinating department at the state level. As opposed to earlier Coronavirus Relief Act funding, where the State applied additional 'strings' for local governments use of the provided monies, this Act specifically prohibits states from adding any additional restrictions.

The funding objective with the most flexibility for the City is the replacement of lost revenues to support governmental services. The Act defines the base year revenues as the last full fiscal year prior to the pandemic – for Shavano Park it's the fiscal year ending September 30, 2019. A revenue growth factor is also provided, the greater of either 4.1% as set in the Act or the City's actual growth rate over the fiscal year 2016 thru fiscal year 2019 period – 5.5%. Revenue line items are also stipulated with most common revenues included in the analysis but excluding federal funding, Utility revenues, trust revenues, proceeds of debt issuance, transfers from other funds, and correcting entries. The GFOA provided a template to calculate the lost revenues, see attachment C, which City Staff completed.

For the first-year calculation as of December 31, 2020, the lost revenues are approximately \$400,000. This amount can be used for government services, including but not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software and protection of critical infrastructure; and the provision of police, fire and other public safety services. Public works activities would also be considered a government service. These funds cannot be used to pay principal or interest on any outstanding debt, replenish reserve funds or pay settlements or judgments as these are not considered provision of a government service.

At the June 28, 2021 Budget Workshop, the City Manager briefly touched on a number of proposed FY22 objectives that would be eligible for ARPA funding under the lost revenues objective. Please refer to Attachment B for the listing. Some of these items have been included in the equipment schedules for either the Capital Replacement Fund (fund 70) or the Crime Control District Fund (fund 40) and may have an amount allocated to fully or partially cover their purchase. Use of ARPA funding for these items would allow the City to use its limited resources for other purposes.

Another consideration for use of this funding is in the Water Utility as the Act specifically refers to Water and Sewer Infrastructure. Eligible uses of Act money align with the Environmental Protection Agency's project categories for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund. In review of the eligibility handbook, the Drinking Water State Revolving Fund lists meters under the allowable projects for Transmission and Distribution. The Water Utility's meters have been failing faster than the Utility is able to replace. With the recent rehabilitation of Wells #7 and #8 plus the \$58,000 of new meter purchases already funded this year, staff expects a decrease in the Water Capital Replacement Fund of \$135,670 (\$256,925 used for capital purposes less \$121,255 transferred in for future purposes). Use of the ARPA funding for water meters would provide the Water Utility with the ability to replace a large number of the

meters, improving the billing accuracy and reducing staff time spent on manual readings and billing preparations.

Staff proposes three meter replacement options for consideration – 1) replace all of the remaining meters that have not already been converted to cellular, 430 meters with estimated cost of \$154,000, 2) replace all current inoperable meters and 50% of the remaining non cellular meters, 323 meters with estimated cost of \$94,000 or 3) replace all the currently inoperable meters, 217 meters with estimated cost of \$68,000.

Other suggested uses of ARPA funding in the Water Utility include replacing dead end mains in cul-de-sacs and repaving, GPS valves and meters across the system, returning Well #1 to operating status, constructing shade structures over drive shaft motors and enclosing/improving chlorine/well houses, however the meter replacement is the Utility's most pressing need.

The ARPA lists addressing negative economic impacts with support to small businesses being a possible use. The City had provided over \$100,000 of small business grants as part of the Coronavirus Relief Act interlocal agreement with Bexar County and Council may decide to revisit this area of assistance.

Broadband infrastructure is another eligible use of ARPA funds, however this objective focuses on unserved and underserved areas which does not apply to the City.

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**COURSES OF ACTION:** Review, consider and provide guidance for use of ARPA funding for FY 2021-2022.

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**FINANCIAL IMPACT:** Varies based upon Council guidance.

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**MOTION REQUESTED:** Consensus guidance requested for budget preparation.

CITY OF SHAVANO PARK  
ARPA Staff Proposed Priority List

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Staff is proposing utilization of the ARPA funding in the following categories, by priority:

Lost Revenues - provision of governmental services - approximately \$407,000 available:

1 Upgrade primary server	\$ 21,600
2 City Hall security system/cameras	33,000
3 Phone system	32,200
4 Emergency generator (PW)	60,000
5 Emergency generator (Fire)	45,000
6 Patrol Car/Body Worn camera system	31,000
7 Police duty rifles	25,000
8 Bola wrap restraint devices (5)	7,000
9 Computer replacements	12,600
10 Amkus rescue tools (Jaws of Life)	35,745
11 Fire PPE, 8 second sets of bunker gear	\$ 21,584
12 New Texting Service for Residents	<u>\$ 3,400</u>

category subtotal \$ 328,129

Water and Sewer Infrastructure:

Water meter replacement	<u>153,000</u>
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Total ARPA Staff Proposed Priority list amount	<u><u>\$ 481,129</u></u>
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Initial estimates indicate City will receive in 1st payment	\$ 493,000
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Other proposed items for consideration:

Purchase two replacement patrol vehicles	\$ 120,000
Lease or purchase gasoline tank	TBD
Landscaping City Hall / Monuments	\$ 10,000
Place Well #1 back into Operation	\$ 80,000
Enclose / Improve Chorine / Well Houses	\$ 10,000
Build Shades over the Drive Shafts	\$ 6,500
Replace dead ends in cul-de-sac	\$ 30,000

May replace items in the Lost Revenues category, not to exceed \$407,000





## ARPA Revenue Replacement Calculator

### Background Information

1) Fiscal Year End	<input type="text" value="September"/>	Notes:
Base Year Revenue Period	<input type="text" value="9/30/2019"/>	FY used for base year calculation
2) Calculation Date	<input type="text" value="12/31/2020"/>	
Number of Months	<input type="text" value="15"/>	Months between Base Year and Calculation Date

### Estimate Revenue

3) Base Year Revenue	<input type="text" value="\$ 5,717,872"/>	<a href="#">Use Worksheet to Calculate</a>
4) Growth Rate	<input type="text" value="5.5%"/>	<a href="#">Use Worksheet to Calculate</a>
Counterfactual Revenue	<input type="text" value="\$ 6,117,090"/>	Estimated Revenue Without Pandemic
5) Actual Revenue	<input type="text" value="\$ 5,709,239"/>	<a href="#">Use Worksheet to Calculate</a>

### Reduction in Revenue

Fiscal Year Ended 12/31/2020

Revenue Reduction	<input type="text" value="\$ 407,851"/>
Revenue Reduction %	<input type="text" value="-6.7%"/>



## Base Year Revenue Worksheet


[Summary](#)

Fiscal Year Ended **9/30/2019**

Revenue Source	Base Revenue (Y/N)	Amount
<b>Taxes</b>		
Amount of tax collections for all taxes imposed by the government.		
<b>Property Tax</b>		
Property Tax	Y	\$ 3,475,255
<b>Sales and Gross Receipts Tax</b>		
General Sales and Use Tax	Y	\$ 686,755
Selective Sales Tax		
Alcoholic Beverage	Y	\$ 20,991
Amusements Sales Tax	Y	\$ -
Motor Fuels Sales Tax	Y	\$ -
Parimutuels Tax	Y	\$ -
Public Utilities Sales Tax	Y	\$ -
Tobacco Products Tax	Y	\$ -
Other Sales Tax	Y	\$ -
<b>Licensing and Permit Taxes</b>		
Alcoholic Beverage Licensing and Permits	Y	\$ -
Building/Construction Permits	Y	\$ 398,326
Amusements Licensing and Permits	Y	\$ -
Motor Vehicles Licensing and Permits	Y	\$ -
Public Utilities Licensing and Permits	Y	\$ -
Occupation and Business Licensing and Permits	Y	\$ -
Other Licensing and Permits	Y	\$ 475,721
<b>Income Tax</b>		
Individual Income Tax	Y	\$ -
Corporate Income Tax	Y	\$ -
<b>License and Permit Tax</b>		
Alcoholic Beverage	Y	\$ -
Amusements	Y	\$ -
Motor Vehicles	Y	\$ -
Public Utilities	Y	\$ -
Occupational and Business Licenses	Y	\$ -
Other Selective Sales	Y	\$ -
<b>Other Taxes</b>		
Death and Gift Tax	Y	\$ -
Documentary and Stock Transfer Tax	Y	\$ -
Severance Tax	Y	\$ -
Other	Y	\$ -
<b>Intergovernmental Revenue</b>		
Amount of revenue in form of grants, share of taxes imposed by others, PILOTs, or reimbursement for		
<b>Intergovernmental Revenue</b>		
From Other Local Governments	Y	\$ -
From the State	Y	\$ 10,152
From the Federal Government	N	\$ 13,592
From the State and Financed from Federal Grants	N	\$ -
<b>Other Revenue</b>		
Amount of other revenue excluding any refunds or transfers between funds		
<b>Utility Sales Revenue</b>		
Water Supply System	N	\$ 864,258
Electric Power System	N	\$ -
Gas Supply System	N	\$ -
Transit or Bus System	N	\$ -
<b>User Charges and Fees</b>		
Sewerage Charges	Y	\$ -
Refuse Collection, Disposal, and Recycling Charges	Y	\$ -
Parks and Recreation Charges	Y	\$ -
Airports	Y	\$ -
Hospital Charges	Y	\$ -

Parking Facilities	Y	\$	-
Housing Project Rentals	Y	\$	-
Highways and Other Roads	Y	\$	-
Sea and Inland Port Facilities	Y	\$	-
Miscellaneous Commercial Activities Operated	Y	\$	-
Other	Y	\$	167,533
<b>Other Revenue</b>			
Special Assessments	Y	\$	-
Receipts from Sale of Property and Other Capital Assets	Y	\$	84,447
Proceeds from Issuance of Debt	N	\$	1,100,383
Interest Earnings	Y	\$	156,443
Fines and Forfeitures	Y	\$	167,994
Rents	Y	\$	-
Royalties	Y	\$	-
Private Donations	Y	\$	-
Sale of Retail or Wholesale Liquor	N	\$	-
Trust Revenue	N	\$	-
Refunds and Other Correcting Transactions	N	\$	-
Miscellaneous Other Revenue	Y	\$	74,255
<b>Total</b>		<b>\$</b>	<b>7,696,105</b>
<b>Total Included in Base Revenue</b>		<b>\$</b>	<b>5,717,872</b>

## Growth Rate Calculation



**NOTE: This form is only required if annual revenue growth prior to the pandemic exceeds 4.1%. If not, 4.1% rate of growth will be used**

Revenue Source	Base Revenue (Y/N)	FY Ended 9/30/2016	FY Ended 9/30/2017	FY Ended 9/30/2018	FY Ended 9/30/2019
<b>Taxes</b> Amount of tax collections for all taxes imposed by the government.					
<b>Property Tax</b>					
Property Tax	Y	\$ 2,882,906	\$ 3,162,711	\$ 3,191,259	\$ 3,475,255
<b>Sales and Gross Receipts Tax</b>					
General Sales and Use Tax	Y	\$ 584,609	\$ 655,503	\$ 619,781	\$ 686,755
Selective Sales Tax					
Alcoholic Beverage	Y	\$ 18,535	\$ 19,230	\$ 20,647	\$ 20,991
Amusements Sales Tax	Y				\$ -
Motor Fuels Sales Tax	Y				\$ -
Parimutuels Tax	Y				\$ -
Public Utilities Sales Tax	Y				\$ -
Tobacco Products Tax	Y				\$ -
Other Sales Tax	Y				\$ -
<b>Licensing and Permit Taxes</b>					
Alcoholic Beverage Licensing and Permits	Y				\$ -
Building/Construction Permits	Y	\$ 541,156	\$ 612,056	\$ 523,712	\$ 398,326
Amusements Licensing and Permits	Y				\$ -
Motor Vehicles Licensing and Permits	Y				\$ -
Public Utilities Licensing and Permits	Y				\$ -
Occupation and Business Licensing and Permits	Y				\$ -
Other Licensing and Permits	Y	\$ 452,794	\$ 468,968	\$ 490,964	\$ 475,721
<b>Income Tax</b>					
Individual Income Tax	Y				\$ -
Corporate Income Tax	Y				\$ -
<b>License and Permit Tax</b>					
Alcoholic Beverage	Y				\$ -
Amusements	Y				\$ -
Motor Vehicles	Y				\$ -
Public Utilities	Y				\$ -
Occupational and Business Licenses	Y				\$ -
Other Selective Sales	Y				\$ -
<b>Other Taxes</b>					
Death and Gift Tax	Y				\$ -
Documentary and Stock Transfer Tax	Y				\$ -
Severance Tax	Y				\$ -
Other	Y				\$ -
<b>Intergovernmental Revenue</b> Amount of revenue in form of grants, share of taxes imposed by others, PILOTS, or reimbursement for services					
<b>Intergovernmental Revenue</b>					
From Other Local Governments	Y				\$ -
From the State	Y	\$ 2,208	\$ 2,188	\$ 1,552	\$ 10,152
From the Federal Government	N	\$ 1,097	\$ 9,151	\$ 15,510	\$ 13,592
From the State and Financed from Federal Grants	N				\$ -
<b>Other Revenue</b> Amount of other revenue excluding any refunds or transfers between funds					
<b>Utility Sales Revenue</b>					
Water Supply System	N	\$ 850,740	\$ 946,038	\$ 945,883	\$ 864,258
Electric Power System	N				\$ -
Gas Supply System	N				\$ -
Transit or Bus System	N				\$ -
<b>User Charges and Fees</b>					
Sewerage Charges	Y				\$ -
Refuse Collection, Disposal, and Recycling Charges	Y				\$ -
Parks and Recreation Charges	Y				\$ -
Airports	Y				\$ -
Hospital Charges	Y				\$ -
Parking Facilities	Y				\$ -
Housing Project Rentals	Y				\$ -
Highways and Other Roads	Y				\$ -
Sea and Inland Port Facilities	Y				\$ -

Miscellaneous Commercial Activities Operated	Y					\$	-		
Other	Y	\$	80,731	\$	119,547	\$	127,390	\$	167,533
Other Revenue									
Special Assessments	Y					\$	-		
Receipts from Sale of Property and Other Capital Assets	Y	\$	15,038	\$	23,245	\$	39,464	\$	84,447
Proceeds from Issuance of Debt	N							\$	1,100,383
Interest Earnings	Y	\$	10,875	\$	36,482	\$	104,156	\$	156,443
Fines and Forfeitures	Y	\$	211,132	\$	199,693	\$	175,799	\$	167,994
Rents	Y							\$	-
Royalties	Y							\$	-
Private Donations	Y							\$	-
Sale of Retail or Wholesale Liquor	N							\$	-
Trust Revenue	N							\$	-
Refunds and Other Correcting Transactions	N			\$	118,796	\$	3,893	\$	-
Miscellaneous Other Revenue	Y	\$	81,534	\$	168,092	\$	116,030	\$	74,255
Total		\$	5,733,355	\$	6,541,700	\$	6,376,040	\$	7,696,105
Total Included in Base Revenue		\$	4,881,518	\$	5,467,715	\$	5,410,754	\$	5,717,872

<b>Growth Rate</b>	12.0%	-1.0%	5.7%
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Average Growth Rate	<b>5.5%</b>
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Growth Rate Used for Calculation	<b>5.5%</b>
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## Actual Revenue Worksheet


[Summary](#)

12 Months Period Prior to **12/31/2020**

Revenue Source	Base Revenue (Y/N)	Amount
<b>Taxes</b>		
Amount of tax collections for all taxes imposed by the government.		
<b>Property Tax</b>		
Property Tax	Y	\$ 3,673,740
<b>Sales and Gross Receipts Tax</b>		
General Sales and Use Tax	Y	\$ 799,067
Selective Sales Tax		
Alcoholic Beverage	Y	\$ 15,781
Amusements Sales Tax	Y	\$ -
Motor Fuels Sales Tax	Y	\$ -
Parimutuels Tax	Y	\$ -
Public Utilities Sales Tax	Y	\$ -
Tobacco Products Tax	Y	\$ -
Other Sales Tax	Y	\$ -
<b>Licensing and Permit Taxes</b>		
Alcoholic Beverage Licensing and Permits	Y	\$ -
Building/Construction Permits	Y	\$ 385,142
Amusements Licensing and Permits	Y	\$ -
Motor Vehicles Licensing and Permits	Y	\$ -
Public Utilities Licensing and Permits	Y	\$ -
Occupation and Business Licensing and Permits	Y	\$ -
Other Licensing and Permits	Y	\$ 430,578
<b>Income Tax</b>		
Individual Income Tax	Y	\$ -
Corporate Income Tax	Y	\$ -
<b>License and Permit Tax</b>		
Alcoholic Beverage	Y	\$ -
Amusements	Y	\$ -
Motor Vehicles	Y	\$ -
Public Utilities	Y	\$ -
Occupational and Business Licenses	Y	\$ -
Other Selective Sales	Y	\$ -
<b>Other Taxes</b>		
Death and Gift Tax	Y	\$ -
Documentary and Stock Transfer Tax	Y	\$ -
Severance Tax	Y	\$ -
Other	Y	\$ -
<b>Intergovernmental Revenue</b>		
Amount of revenue in form of grants, share of taxes imposed by others, PILOTS, or reimbursement for		
<b>Intergovernmental Revenue</b>		
From Other Local Governments	Y	\$ -
From the State	Y	\$ 34,031
From the Federal Government	N	\$ 181,554
From the State and Financed from Federal Grants	N	\$ 35,720
<b>Other Revenue</b>		
Amount of other revenue excluding any refunds or transfers between funds		
<b>Utility Sales Revenue</b>		
Water Supply System	N	\$ 1,146,691
Electric Power System	N	\$ -
Gas Supply System	N	\$ -
Transit or Bus System	N	\$ -
<b>User Charges and Fees</b>		
Sewerage Charges	Y	\$ -
Refuse Collection, Disposal, and Recycling Charges	Y	\$ -
Parks and Recreation Charges	Y	\$ -

Airports	Y	\$	-
Hospital Charges	Y	\$	-
Parking Facilities	Y	\$	-
Housing Project Rentals	Y	\$	-
Highways and Other Roads	Y	\$	-
Sea and Inland Port Facilities	Y	\$	-
Miscellaneous Commercial Activities Operated	Y	\$	-
Other	Y	\$	131,099
<b>Other Revenue</b>			
Special Assessments	Y	\$	-
Receipts from Sale of Property and Other Capital Assets	Y	\$	15,961
Proceeds from Issuance of Debt	N	\$	925,000
Interest Earnings	Y	\$	34,029
Fines and Forfeitures	Y	\$	128,258
Rents	Y	\$	-
Royalties	Y	\$	-
Private Donations	Y	\$	-
Sale of Retail or Wholesale Liquor	N	\$	-
Trust Revenue	N	\$	7
Refunds and Other Correcting Transactions	N	\$	-
Miscellaneous Other Revenue	Y	\$	61,553
<b>Total</b>		\$	7,998,211
<b>Total Actual Base Revenue</b>		\$	5,709,239





## **FY 2021-22 Budget Workshop June 28, 2021**

**Capital / Major Purchases – Department Requirements  
– City Manager/ Department Directors**

- Council**
- Admin**
- Police Department**
- Fire Department**
- Public Works**
- Water**
- Crime Control Prevention District Fund Status**



Priority	Description	Cost	Funded In Capital Replacement / CCPD / Bexar County	Additional Required	Included in CM 21/22 Budget
1	Fund NW Military water main relocation SIB Loan Payment	57,880	\$ 40,000 *	17,880	Yes
2	Fund Capital Replacement (Fully) - FY 2020-21 funded \$308,725	\$ 351,228	N/A	\$ 351,228	Yes/TBD'ed
3	Up to 7x City Sponsored Events	\$ 29,000	\$ 5,000	\$ 24,000	Yes
4	Resource Compensation Study recommendations adopted by City Council to ensure City pay scale is in current market range	TBD'ed \$ 246,068 8%	No	TBD'ed	Yes/TBD'ed
5	Landscaping Plan for City Hall and Monuments	\$ 10,000	No	TBD'ed	Yes/TBD'ed
6					

**Updated**

\* Assumes Bexar County will fund \$ 40,000 for FY 2022 based upon conversation with Commissioner Staff

# Administration / IT / Court



*Together We Can!*

Priority	Description	Cost	Funded In Capital Replacement/CCPD	Additional Required	Included in CM 21/22 Budget
1	Provide Judge and Alternate with required 16 hours of Judicial Education	\$ 1,400	No	\$ 1,400	Yes
2	Upgrade Primary Server	\$21,600	Yes	\$10,684	Yes
3	Upgrade worst-performing 2014 purchased PCs	\$12,600	No	\$12,600	TBD'ed
4	Upgrade City Hall video camera system	\$ 33,000	No	TBD'ed	TBD'ed
5	Upgrade Phone system	\$32,200	Yes	\$19,595	TBD'ed
6	Implement a plan to harden the windows and walls of the Court Clerk Office area	TBD'ed	Court Security	TBD'ed	TBD'ed
7	City Hall HVAC Replacement (if needed)	\$ 8,000	\$ 8,000	\$ 0	Yes
8	New Texting Service for Residents	\$3,400 (\$2,500 in FY23)	No	\$3,400 (\$2,500 in FY23)	TBD'ed

\$

American Rescue Plan Act Funding Eligible

# Fire Department

*Together We Can!*



Priority	Description	Cost	Funded In Capital Replacement	Additional Required	Included in CM 21/22 Budget
1	Two Cardiac Monitors / Defibrillators; and	\$ 94,950	\$ 89,532 +	See below	Yes
1a	Two Autopulse CPR Devices	\$ 45,939	\$ 17,000 T-in	\$36,363	Yes
2	Amkus Rescue Tools (jaws of life)	\$ 35,745	\$ 28,875	\$6,870	TBD'ed
3	Fire personal protective equipment, second set, head to toe – NFPA 1851 & 1852 requirement (8FFs at \$4,300 = \$21,584)	\$ 21,584	No	\$ 21,584	Yes Partial?
4	Add additional electrical service to fire bays to power air trailer	TBD'ed	No	TBD'ed	No
5	Emergency Generator for Fire Living Quarters (Not shared with PW?) ***	45,000	\$ 26,250	\$18,750	TBD'ed
6	Replace Fitness Equipment	TBD'ed	No; Grant?	TBD'ed	No

\*\*\* Generator Assessment Ongoing

\$

American Rescue Plan Act Funding Eligible

# Police Department

*Together We Can!*



Priority	Description	Cost	Funds Allocated In CCPD	Additional Required	Included in CM 21/22 Budget
1	Upgrade Patrol Car and Body Worn Camera System	\$ 153,000	No, Can be	\$ 31,000 5 yr Pay	TBD'ed
2	Purchase two replacement Patrol Vehicles**	\$ 120,000	\$ 120,000	No	Yes
3	Purchase 14 duty issue Patrol Rifles	\$ 25,000	No; Can be	\$ 25,000	TBD'ed
4	Purchase BolaWraps (5x)	\$ 7,000	No; Can be	\$ 7,000	
5	Upgrade City Hall Video Camera System	\$ 33,000	No; Can be	\$ 33,000	TBD'ed
6	Upgrade 12 mobile radios for P-25 compliance **	TBD'ed	No, Can be	TBD'ed	Deferred

\*\*Chief plans defer this upgrade until radio towers operational

\$

American Rescue Plan Act Funding Eligible



Priority	Description	Cost	Funded In Capital Replacement	Additional Required	Included in CM 21/22 Budget
1	Continue Tree Maintenance Program	\$ 10,000	No	\$ 10,000	Yes
2	Continue Ground Maintenance Program	\$ 10,000	No	\$ 10,000	Yes
3	Maintenance of Lockhill Selma Median	\$10,000	\$ 8,000 COA	\$ 2,000	Yes
4	Emergency Generator for the PW/W (PW/W Office and Shop) combine services - 25KW Generator costs approx. \$50,000	\$ 60,000 ***	\$ 27,500	\$ 32,500	TBD'ed
5	Small ATV Sand Spreader	\$ 3,000	\$ 0	\$ 3,000	TBD'ed
6	Lease or Purchase Gasoline Tank	TBD'ed	\$ 0	TBD'ed	TBD'ed
8	KFW design for drainage project (Municipal Tract / Ripple Creek / DeZavala) Total Cost Estimate - \$1.3M Engineer Fees - \$108 K Approximately \$220 in Capital Repl. Fund	\$ 108,000	\$ 108,000	\$ 0	TBD'ed

\*\*\* Generator Assessment Ongoing

\$

American Rescue Plan Act Funding Eligible

# Water Prioritized List



*Together We Can!*

Priority	Description	Cost	Funded In Capital Replacement	Additional Required	Included in CM 21/22 Budget
1	Replace all water meters / box ( <a href="#">Options #1</a> )	\$ 154K	\$ 25K	\$ 129K	Yes
2	Replace dead ends in cul-de-sac and repave (1x)	\$ 30,000	No	\$ 30,000	Yes
3	GPS valves and meters across system	\$ 30,000	No	\$ 30,000	TBD'ed
4	Place Well #1 back into operation	\$80,000	No	\$ 80,000	TBD'ed
5	Build shade structures over the drive shaft motors to preserve and extend life of the motors	\$ 6,500	No	\$ 6,500	TBD'ed
6	Enclose / improve Chorine / Well houses	\$10,000	No	\$ 10,000	TBD'ed
7	Outsourcing water bills printing (TBD'ed)	\$ 2,000	No	\$ 2,000	TBD'ed
n/a	Repaint the Huebner ground storage tank roof	\$ 20,000	Yes	TBD'ed	No
n/a	Installation of emergency power supply (generators at well sites)	TBD'ed	No	TBD'ed	No

\$

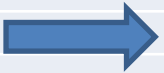


American Rescue Plan Act Funding Eligible

Updated



# Crime Control Prevention District Fund



		May FY21	FY20	FY19	FY18	FY17	FY16
Cash balance, beginning		\$ 627,336.02	\$ 579,174.01	\$ 536,501.24	\$ 674,779.31	\$ 762,069.25	\$ 625,196.37
Revenues:							
Sales Taxes		\$ 96,571.90	\$ 129,721.62	\$ 113,457.62	\$ 103,243.65	\$ 109,943.60	\$ 98,423.03
Interest Income		22.46	3,537.87	9,572.74	8,038.23	2,582.10	67.25
Trf in Capital Fund		-	-	-	-	-	148,782.00
Total Revenues		\$ 96,594.36	\$ 133,259.49	\$ 123,030.36	\$ 111,281.88	\$ 112,525.70	\$ 247,272.28
Expenditures:							
Training		\$ 4,542.57	\$ 11,192.18	\$ 2,192.42	\$ 2,526.00	\$ 1,987.28	\$ 2,041.50
Citizens Comm		1,710.06	8,014.78	6,550.44	5,482.61	5,232.85	5,619.46
Contractual		-	4,623.50	-	-	-	-
Capital/Equipment		401,105.97	64,483.19	61,962.57	33,545.98	-	-
Tranf to General Fund		-	-	3,600.00	210,054.45	215,105.52	82,459.07
Total Expenditures		\$ 407,358.60	\$ 88,313.65	\$ 74,305.43	\$ 251,609.04	\$ 222,325.65	\$ 90,120.03
Other items affecting cash under modified accrual basis of accounting:							
Change in sales tax receivable		\$ -	\$ (3,081.02)	\$ (3,402.40)	\$ (470.39)	\$ 908.80	\$ 317.63
Change in accounts payable		(1,600.96)	980.52	(21,542.41)	22,069.25	(409.40)	503.00
Change in due to/from other funds		(2,431.95)	5,316.67	18,892.65	(19,549.77)	22,010.61	(21,100.00)
Total other items		\$ (4,032.91)	\$ 3,216.17	\$ (6,052.16)	\$ 2,049.09	\$ 22,510.01	\$ (20,279.37)
Cash balance, ending		\$ 312,538.87	\$ 627,336.02	\$ 579,174.01	\$ 536,501.24	\$ 674,779.31	\$ 762,069.25
Committed for Capital Replacement			\$ 481,414.00	\$ 440,396.00	\$ 300,278.00	\$ 186,023.00	\$ 148,782.00
- Year End Estimate		\$ 322,887	Ideal Min Bal				



### Crime Control District - FY 2021 - 2022 Activity Scenarios

Projected 9/30/2021 cash balance				\$ 310,384.08
Estimated FY 2021 - 2022 Sales Tax Revenues				150,000.00
Total available to support SPPD activities				\$ 460,384.08
Less :Training/Citizen Communication/National Night Out, estimated				12,000.00
<b>Available for capital/equipment and other uses</b>				<b>\$ 448,384.08</b>
SPPD Prioritized Capital Purchases:				
1	Patrol Car (9) and Body Worn (18) cameras			
	Total cost \$153,000	5 year rent to purchase	\$ 31,000.00	
2	Replace two patrol units at \$60,000 each			\$ 120,000.00
3	Purchase 14 patrol rifles and related gear			\$ 25,000.00
4	Purchase 5 Bolo wrap restraint devices			\$ 7,000.00

Note - SPPD would also like to replace the oldest, poorly performing computers (from 2014) at an estimated cost of \$7,000. If the cameras listed in priority 1 are funded, the Department no longer needs the video server and the \$9,270 currently set aside for its replacement in the Crime Control District Fund may be reallocated to the computer purchase.



## Scenario 1 - All listed requests are funded:

Total available:

\$ 448,384.08

Less requests:

Cameras, rent to purchase  
option

\$ 31,000.00

Patrol Units

120,000.00

Patrol Rifles

25,000.00

Bolo wraps

7,000.00

Computers

7,000.00

Total requests

\$ 190,000.00

Estimated September 30, 2022 cash balance -  
Scenario 1

\$ 258,384.08



***Together We Can!***

## Scenario 2 - Fund cameras and one patrol vehicle:

	Total available							\$ 448,384	
	Less requests:								
		Cameras, rent to purchase option					\$ 31,000		
		Patrol Units					\$ 60,000		
		Total requests						\$ 91,000	
	Estimated September 30, 2022 cash balance - Scenario 2 ( <b>No Rifles, Computers, Bolo wraps, - 1x Car</b> )							\$ 357,384	




## Scenario 3 - Fund Patrol Vehicles Only (CCPD funds):

Total available							\$ 448,384
Less requests:							
	Total requests						\$ 120,000
Estimated September 30, 2022 cash balance - Scenario 3							\$ 328,384
(CCPD funds only cars / ARPA funds other items)							





Amounts Committed for Police Future Capital Equipment Replacement:		Scenario 1	Scenario 2	Scenario 3
Required Fund Balance at 9/30/2021	\$ 322,887	\$ 322,887	\$ 322,887	\$ 322,887
Plus – Additional Proposed FY22 Funding	\$ 81,319	\$ 81,319	\$ 81,319	\$ 81,319
Less - Amounts used for Capital Purchases	(\$ 120,000)	(\$ 60,000)	(\$ 120,000)	(\$ 120,000)
Required Committed Balance - 9/30/2021	\$ 284,206	\$ 357,384	\$ 284,206	
 <b>\$ 322,887</b> Required for future purchases based upon schedule from slide # 9				



				Scenario 1	Scenario 2	Scenario 3
Total available				\$ 448,384	\$ 448,384	\$ 448,384
Less Scenario requests:				<u>\$ 190,000</u>	<u>\$ 91,000</u>	<u>\$ 120,000</u>
Estimated Sept 30, 2022 cash balance				\$ 258,384	\$ 357,384	\$ 328,384
Amounts Required to be Committed for Equipment Replacement:				<u>\$ 284,206</u>	<u>\$ 344,206</u>	<u>\$ 284,206</u>
Excess for future years (shortfall)				\$ (25,821)	\$ 13,178	\$ 44,178

# Overall Take Aways



*Together We Can!*

- Most of Police Capital Equipment can be funded from CCPD Fund; **use of ARPA**
- Plan to maximize use of American Recovery Plan Act funds available under “lost revenues”
  - ✓ **Approximately \$407K** to reduce requirements from Capital Replacement Fund and Crime Control Prevention District Fund
- Capital Replacement Fund – **previously allocated savings can be redistributed**
- Funding Decisions based upon priority and available revenue

# CCPD Funds Available 2022

*Together We Can!*



Projected 9/30/2021 cash balance		\$ 310,384.08
Estimated FY 2021 - 2022 Sales Tax Revenues		<u>150,000.00</u>
Total available to support SPPD activities		\$ 460,384.08
Less :Training/Citizen Communication/National Night Out, estimated		<u>12,000.00</u>
Available for capital/equipment and other uses		<u>\$ 448,384.08</u>

**CITY OF SHAVANO PARK**  
**Crime Control District - Cash Balances**

	<u>Prelim Thru</u> <u>May FY21</u>	<u>FY20</u>	<u>FY19</u>
Cash balance, beginning	\$ 627,336.02	\$ 579,174.01	\$ 536,501.24
Revenues:			
Sales Taxes	\$ 96,571.90	\$ 129,721.62	\$ 113,457.62
Interest Income	22.46	3,537.87	9,572.74
Trf in Capital Fund	-	-	-
Total Revenues	\$ 96,594.36	\$ 133,259.49	\$ 123,030.36
Expenditures:			
Training	\$ 4,542.57	\$ 11,192.18	\$ 2,192.42
Citizens Comm	1,710.06	8,014.78	6,550.44
Contractual	-	4,623.50	-
Capital/Equipment	401,105.97	64,483.19	61,962.57
Tranf to General Fund	-	-	3,600.00
Total Expenditures	\$ 407,358.60	\$ 88,313.65	\$ 74,305.43
Other items affecting cash under modified accrual basis of accounting:			
Change in sales tax receivable	\$ -	\$ (3,081.02)	\$ (3,402.40)
Change in accounts payable	(1,600.96)	980.52	(21,542.41)
Change in due to/from other funds	(2,431.95)	5,316.67	18,892.65
Total other items	\$ (4,032.91)	\$ 3,216.17	\$ (6,052.16)
Cash balance, ending	\$ 312,538.87	\$ 627,336.02	\$ 579,174.01

Committed for Police Equipment	\$ 481,414.00	\$ 481,414.00	\$ 440,396.00
(amount determined and adjusted at year end)			

Larger expenditure items still pending for FY21:

Taser contract	\$ 8,640.00
CH generator project (shared)	31,942.79
NNO(estimate)	5,000.00
	<u>\$ 45,582.79</u>

**Projected September 30, 2021 cash balance:**

Preliminary May 31, 2021 amount (from above)	\$ 312,538.87
Sales Tax Revenues (Projecting \$140,000),	



June, actual	10,289.00
July - September, estimated	33,139.00
Estimated expenditures (from above)	(45,582.79)
<b>Projected 9/30/2021 cash balance</b>	<b><u><u>\$ 310,384.08</u></u></b>

;

<u>FY18</u>	<u>FY17</u>	<u>FY16</u>
\$ 674,779.31	\$ 762,069.25	\$ 625,196.37
\$ 103,243.65	\$ 109,943.60	\$ 98,423.03
8,038.23	2,582.10	67.25
-	-	148,782.00
\$ 111,281.88	\$ 112,525.70	\$ 247,272.28
\$ 2,526.00	\$ 1,987.28	\$ 2,041.50
5,482.61	5,232.85	5,619.46
-	-	-
33,545.98	-	-
210,054.45	215,105.52	82,459.07
\$ 251,609.04	\$ 222,325.65	\$ 90,120.03
\$ (470.39)	\$ 908.80	\$ 317.63
22,069.25	(409.40)	503.00
(19,549.77)	22,010.61	(21,100.00)
\$ 2,049.09	\$ 22,510.01	\$ (20,279.37)
\$ 536,501.24	\$ 674,779.31	\$ 762,069.25
\$ 300,278.00	\$ 186,023.00	\$ 148,782.00

**CITY OF SHAVANO PARK**  
**Crime Control District - FY 2021 - 2022 Activity Scenarios**

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Projected 9/30/2021 cash balance

Estimated FY 2021 - 2022 Sales Tax Revenues

Total available to support SPPD activities

Less :Training/Citizen Communication/National Night Out, estimated

Available for capital/equipment and other uses

**SPPD Prioritized Capital Purchases:**

<b>1 Patrol Car (9) and Body Worn (18) cameras</b>		
Total cost \$153,000	5 year rent to purchase	\$ 31,000.00
<b>2 Replace two patrol units at \$60,000 each</b>		
		\$ 120,000.00
<b>3 Purchase 14 patrol rifles and related gear</b>		
		\$ 25,000.00
<b>4 Purchase 5 Bolo wrap restraint devices</b>		
		\$ 7,000.00

Note - SPPD would also like to replace the oldest, poorly performing computers (fr estimated cost of \$7,000. If the cameras listed in priority 1 are funded, the Depart needs the video server and the \$9,270 currently set aside for its replacement in the District Fund may be reallocated to the computer purchase.

**Scenario 1 - All listed requests are funded:**

Total available, from above

Less requests:

Cameras, rent to purchase option	\$ 31,000.00
Patrol Units	120,000.00
Patrol Rifles	25,000.00
Bolo wraps	7,000.00
Computers	7,000.00
Total requests	

Estimated September 30, 2022 cash balance - Scenario 1

**Scenario 2 - Fund cameras and one patrol vehicle:**

Total available, from above

Less requests:

Cameras, rent to purchase option	\$ 31,000.00
Patrol Units	60,000.00
Total requests	

Estimated September 30, 2022 cash balance - Scenario 2

**Scenario 3 - Fund cameras, patrol vehicles and bolo wraps:**

Total available, from above

Less requests:

Cameras, rent to purchase option	\$ 31,000.00
Patrol Units	120,000.00
Bolo wraps	7,000.00
Computers	7,000.00
Total requests	

Estimated September 30, 2022 cash balance - Scenario 3

\$ 310,384.08
150,000.00

\$ 460,384.08  
12,000.00

12,000.00  

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\$ 448,384.08

\$ 448,384.08

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\$ 448,384.08

\$ 190,000.00

\$ 258,384.08

\$ 448,384.08

\$ 91,000.00



\$ 357,384.08

\$ 448,384.08

165,000.00

\$ 283,384.08

**CITY OF SHAVANO PARK**  
**POLICE DEPARTMENT PATROL VEHICLE REPLACEMENT SCHEDULE**

Fleet #	Description	Year Model	Estimated Repl Cost	Sched Year To Replace	Total Life (yrs)	Fiscal Year of Purchase/Replacement								
						2021	2022	2023	2024	2025	2026	2027	2028	2029
509	Chevy Tahoe - Chief	2013	***											
514	Chevy 1500 Silverado -	2015	50,000	2026	10						50,000			
516	Ford Explorer (Current	2016	60,000	2022	5		60,000							
517	Ford Explorer (Current	2016	60,000	2022	5		60,000							
518	Ford Explorer	2017	60,000	2023	5			60,000						
519	Ford Explorer	2017	60,000	2023	5			60,000						
520	Ford Explorer	2017	60,000	2024	5				60,000					
521	Ford Explorer	2017	60,000	2024	5				60,000					
522	Chevrolet Tahoe	2020	60,000	2026	5	72,456					60,000			
523	Chevrolet Tahoe	2020	60,000	2026	5	72,856					60,000			
524	Ford Expedition - CID	2020	42,000	2029	8	44,218								42,000
Total *			\$ 572,000			\$ 189,530	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	\$ 170,000	\$ -	\$ -	\$ 42,000

\*\*\* The City does not currently plan to purchase a new vehicle for the Police Chief but will re-allocate from the patrol fleet as the units are replaced.



## FY 2021-22 Budget Workshop July 14, 2021

4.6 Review / discussion – **Capital Replacement Fund and Schedules** – City Manager / Finance Director

# Capital Replacement Fund

*Together We Can!*



- **Used to account for the acquisition / replacement of large capital items and projects, such as fire equipment, street reconstruction and drainage projects**
- **There are no restrictions. Council may use the dollars in any manner deemed appropriate**
- **There are no written guidelines / policies / requirements as to funding**
- **Funding is from the General Fund, either through current revenues or unassigned fund balance transfers**
- **The equipment replacement schedule**
  - **Uses an estimated purchase price for the replacement cost**
  - **Anticipated scheduled year to replace is an estimate (Equipment may need to be replaced sooner or could have a longer life)**

# Background History



*Together We Can!*

- **2010/2011 Adopted Budget:** the capital improvement fund began with a zero fund balance
  - Funds were set aside for new / future projects
  - Document and establish reserves in greater detail for equipment
- **2012/2013 and 2013/2014 Budget** included continued funding, but no expenditures
- **2014/2015 Adopted Budget (City Manager's first budget process)** continued funding with a small expenditure

# Background History cont'd



*Together We Can!*

- **2015/2016 Adopted Budget continued funding and increased with an amendment**
  - **February 22, 2016 amendment approved transfer from Unreserved General Fund Balance \$1,623,749 for:**
    - **Drainage \$1,020,445,**
    - **Sidewalk Pathways (Hike and Bike) \$10,000,**
    - **Fire Equipment \$593,304.**
- **2016/2017 Adopted Budget continued funding and resourced \$323,000 in expenditures.**
- **2017/2018 Adopted Budget fully funded Capital Replacement Fund of \$324,596.**
- **2017/2018 Budget Amendment authorized a transfer from Unreserved General Fund fund balance of \$250,599.**



# Background History cont'd



*Together We Can!*

- **2018-2019 Adopted Budget funded capital replacement of \$235,756 and included \$1,052,690 of expenditures**
- **2018-2019 Budget Amendment authorized a transfer from General Fund unencumbered fund balance of \$42,000**
- **2019-2020 Adopted Budget funded capital replacement of \$297,582 and included \$839,500 of expenditures**
- **2019-2020 Budget Amendment authorized additional expenditures of \$351,718**
- **2020-2021 Adopted Budget funded capital replacement of \$306,590 and included \$658,985 of expenditures**
- **2020-2021 Budget Amendment authorized additional expenditures of \$43,274**

# Est. FY 2021-22 Beg. Balances



*Together We Can!*

<b>CAPITAL REPLACEMENT FUND (70)</b>		
<b>FY 2021-22 Estimated Beginning Fund Balance</b>		
		<b><u>Amount</u></b>
<b>FUND BALANCE DETAIL:</b>		
<b>Equipment Replacement Fund</b>		
	Administration - Equipment	\$ 119,514
	Public Works - Equipment	179,778
	Fire Department - Equipment	822,165
	Street Reconstruction	250,000
	Drainage Projects	220,758
	Pavilion area	1,904
	Town Plan Items	
	N.W. Military Hwy Expansion	25,000
	Hike & Bike Trails/Paths	6,923
	Unallocated(Interest earned on account balances)	<u>6,736</u>
	<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>\$ <u>1,632,778</u></b>

# Department Summary

*Together We Can!*



## GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE SUMMARY BY DEPARTMENT

	Total Estimated Replacement Cost		Committed Balance Thru 09/30/2021		Projected Additional Funding - Future Years
<b><u>Administrative</u></b>	\$ 391,750		\$ 119,514		\$ 272,236
<b><u>Fire Department</u></b>	\$ 3,314,390		\$ 822,165		\$ 2,492,225
<b><u>Public Works</u></b>	\$ 539,550		\$ 179,778		\$ 359,772
<b>Total</b>	<b>\$ 4,245,690</b>		<b>\$ 1,121,457</b>		<b>\$ 3,124,233</b>

# Proposed Funding Department

*Together We Can!*



## GF EQUIPMENT REPLACEMENT SCHEDULE FUNDING OPTIONS BY DEPARTMENT

	Total Proposed Funding		Proposed ARPA Funding		Required GF Transfer using ARPA
<b><u>Administrative</u></b>	\$ 35,462		\$ 99,400		\$ -
<b><u>Fire Department</u></b>	\$ 254,590		\$ 243,218		\$ 32,700
<b><u>Public Works</u></b>	\$ 60,176		\$ 63,000		\$ 176
<b>Total</b>	<b>\$ 350,228</b>		<b>\$ 405,618</b>		<b>\$ 32,876</b>

**CITY OF SHAVANO PARK**  
**FY 2021 - 22 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE**

	Year Model	Estimated Replacement Cost	Estimated Year To Replace	Total Life (yrs)	Committed Balance At 9/30/2020	Adopted Funding FY2021	Transfers/ Utilization	Committed Balance at 9/30/2021	Proposed Funding 9/30/2022	Additional Future Yrs Funding	Total Committed Balance
<b><u>Administrative</u></b>											
Upgrade - Incode to Invision	Future	\$ 60,000	2027	5	\$ 21,000	\$ 5,500	\$ -	\$ 26,500	\$ 5,580	\$ 27,920	\$ 60,000
City Hall Septic Tank Replacement (w/ Bexar 911)	2020	60,000	2050	30	1,943	1,850	-	3,793	1,850	54,357	60,000
Application Server	2012	21,600	2022	7	9,874	1,042	-	10,916	10,684	-	21,600
Email Server	2015	13,000	2023	7	6,749	2,083	-	8,832	2,083	2,085	13,000
Firewall Server	2017	7,000	2023	7	7,000	-	-	7,000	-	-	7,000
Telephone system, from landline to VOIP	Future	32,150	2024	7	6,405	6,200	-	12,605	6,515	13,030	32,150
A/C Units - City Hall (8)	Various	70,000	Varies	15	35,368	3,000	-	38,368	3,000	28,632	70,000
City Hall Roof	2019	100,000	2039	20	5,000	5,000	-	10,000	5,000	85,000	100,000
City Hall Sprinkler System & Emergency Lighting (Lighting FY 2017-18)		8,000	TBD		750	750	-	1,500	750	5,750	8,000
Backup Power Supply/Auxiliary Power Unit (CH w/Crime Control)			2021		25,000	12,500	(37,500)	-	-	-	-
Backup Power Supply/Auxiliary Power Unit (CH w/Crime Control)	2021	20,000	2061	30	-	-	-	-	-	20,000	20,000
Sub Totals		\$ 391,750			\$ 119,089	\$ 37,925	\$ (37,500)	\$ 119,514	\$ 35,462	\$ 236,774	\$ 391,750
<b><u>Public Works</u></b>											
Ford F250 Crew Cab	2018	\$ 45,000	2034	15	\$ 3,279	\$ 2,765	\$ -	\$ 6,044	\$ 2,765	\$ 36,191	\$ 45,000
Ford F350 Small Dump/Tilt Bed (3492) (\$60,000 - 50/50)	2001	30,000	2023	15	24,415	2,142	-	26,557	1,721	1,722	30,000
Ford XL F350 Pickup/Lift Gate (0612)	2008	36,000	2023	15	30,793	1,403	-	32,196	1,902	1,902	36,000
Chevrolet Silverado HD3500 (2283) (\$45,000 - 50/50)	2013	22,500	2028	15	22,500	-	-	22,500	-	-	22,500
Hotsy 225 Gallon Tank/Washer/Trailer (0193)	2009	10,000	2023	10	5,000	1,333	-	6,333	1,834	1,833	10,000
Case Bobcat skid loader(two thirds/one third)	2019	40,000	2038	20	2,000	2,000	-	4,000	2,000	34,000	40,000
Vermeer 8" Chipper	2019	37,500	2035	15	1,487	2,400	-	3,887	2,400	31,213	37,500
Roller (ASCO)	2016	27,000	2034	18	4,800	1,300	-	6,100	1,300	19,600	27,000
Trailer (Magnum) for roller	2016	9,000	2024	8	3,250	1,437	-	4,687	1,437	2,876	9,000
Grasshopper MaxTorque Model 325D mower, rear discharge	2019	12,500	2028	8	119	1,548	-	1,667	1,548	9,285	12,500
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	2,222	1,336	-	3,558	1,336	28,156	33,050
Crack Seal Machine - Trailer Mounted - CL200 Cimline	2017	50,000	2033	15	6,119	3,333	-	9,452	3,333	37,215	50,000
Grasshopper MaxTorque Model 325D mower, side discharge	2017	12,000	2025	8	3,900	1,600	-	5,500	1,600	4,900	12,000
Mini-excavator (50/50)	2018	20,000	2039	20	1,000	1,000	-	2,000	1,000	17,000	20,000
Trailer mounted Ingersoll Rand Air Compressor(50/50)	2006	4,000	TBD	20	-	1,000	-	1,000	1,000	2,000	4,000
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	TBD	15	11,000	4,500	-	15,500	-	4,500	20,000
Equipment Trailer	2009		2021	20	7,500	-	(7,500)	-	-	-	-
Equipment Trailer	2021	6,288	2041	20	-	-	797	797	-	5,491	6,288
Dump truck 50/50 (Grant funded)	2020	45,000	2040	20	-	-	-	-	2,250	42,750	45,000
Landscape Trailer	2018	5,000	2038	20	250	250	-	500	250	4,250	5,000
Diesel UTV	Future		2021	15	14,297	-	(14,297)	-	-	-	-
Kubota UTV	2021	14,712	2036	15	-	-	-	-	-	14,712	14,712
Backup Power Supply/Auxiliary Power Unit	Future	60,000	2022	TBD	17,500	10,000	-	27,500	32,500	-	60,000
Sub Totals		\$ 539,550			\$ 161,431	\$ 39,347	\$ (21,000)	\$ 179,778	\$ 60,176	\$ 299,596	\$ 539,550

**CITY OF SHAVANO PARK**  
**FY 2021 - 22 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE**

	Year Model	Estimated Replacement Cost	Estimated Year To Replace	Total Life (yrs)	Committed Balance At 9/30/2020	Adopted Funding FY2021	Transfers/ Utilization	Committed Balance at 9/30/2021	Proposed Funding 9/30/2022	Additional Future Yrs Funding	Total Committed Balance
<b>Fire Department</b>											
Hallmark Trailer-Wells Cargo (1086)	2004	\$ 8,000	2032	10	\$ 8,000	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000
Ambulance (4617)	2017	180,000	2028	10	36,000	18,000	-	54,000	18,000	108,000	180,000
Ambulance (1796) remount box on new cab/chassis	2018	140,000	2029	10	14,000	14,000	-	28,000	14,000	98,000	140,000
Hall-Mark Fire Apparatus E-One Typhon Pumper (7377)	2012	700,000	2033	20	246,599	34,769	-	281,368	34,886	383,746	700,000
Pierce 2017 Platform Apparatus (purchased 2019)	2017	1,300,000	2039	20	60,000	60,000	-	120,000	65,500	1,114,500	1,300,000
Ford F350 Pickup (5691)	2010	75,000	2030	20	22,000	5,000	-	27,000	5,300	42,700	75,000
Ford F550 Fire Brush Truck (5797)	2010	86,000	2030	20	31,678	9,054	-	40,732	5,030	40,238	86,000
Chevy Tahoe LS - Command 1752	2014	70,000	2030	10	17,000	3,600	-	20,600	5,500	43,900	70,000
Max Air Trailer Mounted Breathing Air System Complete	2005/17	20,000	2037	20	250	500	-	750	500	18,750	20,000
Communication System (hand held/mobile mounted radios)	2012		2021	10	112,748	25,738	(138,486)	-	-	-	-
Communication System (hand held/mobile mounted radios)	2021	140,000	2036	15	-	-	-	-	9,400	130,600	140,000
Cardiac Monitor-Defibrillator	2012	47,475	2022	10	26,533	4,233	-	30,766	16,709	-	47,475
Cardiac Monitor-Defibrillator	2012	47,475	2022	10	26,533	4,233	-	30,766	16,709	-	47,475
Stryker - Stretcher	2017	18,000	2028	10	5,400	1,800	-	7,200	1,800	9,000	18,000
Stryker - Stretcher	2018	18,000	2029	10	3,600	1,800	-	5,400	1,800	10,800	18,000
Roof on Living Quarters (metal)	2016	20,000	2056	40	500	500	-	1,000	500	18,500	20,000
SCBA units (12)	2018	125,000	2034	15	8,000	8,357	-	16,357	8,357	100,286	125,000
Thermal Imaging Cameras	2017	10,000	2025	8	3,956	1,191	-	5,147	1,191	3,662	10,000
Thermal Imaging Cameras	2017	10,000	2025	8	3,956	1,191	-	5,147	1,191	3,662	10,000
Mobile Computers (13)	Various	39,000	Various	7	11,800	4,000	-	15,800	4,000	19,200	39,000
A/C systems (Bays 1.5-ton split unit)	2010	10,000	2023	12	10,000	-	-	10,000	-	-	10,000
A/C systems (Living Quarters 2.5-ton units)	2000	10,000	TBD	10	10,000	-	-	10,000	-	-	10,000
Zoll Auto Pulse (1)	2012	22,970	2022	10	18,000	-	-	18,000	4,970	-	22,970
Zoll Auto Pulse (1)	2012	22,970	2022	10	12,000	3,000	-	15,000	7,970	-	22,970
Generac Emergency Generator 25KW (Gas)( Bay Doors & Radios)	2015	25,000	2035	20	5,000	1,250	-	6,250	1,250	17,500	25,000
Amkus Rescue Tool Complete	2006	36,000	2022	15	19,875	9,000	-	28,875	7,125	-	36,000
Skyline 40LB Extractor	2020	8,000	2035	15	530	498	-	1,028	498	6,474	8,000
StairPro Stair Master (1)	2006	4,500	2026	15	3,875	104	-	3,979	104	417	4,500
StairPro Stair Master (1)	2006	4,500	2026	15	3,000	250	-	3,250	250	1,000	4,500
Communication System (Radio Repeater Complete) VHF	1990	48,500	Various	30	500	1,000	-	1,500	1,000	46,000	48,500
Second set - bunker gear (9)	2021	23,000	2031	10	-	-	-	-	2,300	20,700	23,000
Backup Power Supply/Auxiliary Power Unit	Future	45,000	2022	TBD	15,000	11,250	-	26,250	18,750	-	45,000
Sub Totals		\$ 3,314,390			\$ 736,333	\$ 224,318	\$ (138,486)	\$ 822,165	\$ 254,590	\$ 2,237,635	\$ 3,314,390
Total Capital Replacement Funds		\$ 4,245,690			\$ 1,016,853	\$ 301,590	\$ (196,986)	\$ 1,121,457	\$ 350,228	\$ 2,774,005	\$ 4,245,690