



# Budget-In-Brief

## Fiscal Year 2013-2014

# CITY OF CONROE

Est. 1904



*“PROTECT AND SERVE THE CITIZENS OF CONROE  
AND EXCEED THEIR EXPECTATIONS”*



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AND EXCEED THEIR EXPECTATIONS”*

# City of Conroe, Texas Fiscal Year 2013-2014



CITY OF CONROE

Est. 1904

## Budget-in-Brief

## City of Conroe City Council

**Webb Melder**  
Mayor

**Marsha Porter**  
Place 1

**Seth Gibson**  
Place 2

**Jim Gentry**  
Place 3

**Gil Snider**  
Place 5

**Guy Martin**  
Mayor Pro Tem  
Place 4

## Appointed Officials

**Paul Virgadamo, Jr.**  
City Administrator

**Marcus Winberry**  
City Attorney

**Marla Porter**  
City Secretary

**Ken Kreger**  
Fire Chief

**Steve Williams**  
Director of Finance  
& Administration

**Mike Riggins**  
Director of Parks &  
Recreation

**Philip Dupuis**  
Police Chief

**Andre Houser**  
Director of Human  
Resources

**Scott Taylor**  
Director of  
Public Works

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# FY 2013-2014 BUDGET-IN-BRIEF

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October 1, 2013

The City of Conroe is pleased to present the fiscal year 2013-2014 “Budget-In-Brief.” This document summarizes the annual budget for the fiscal year beginning October 1, 2013, and ending September 30, 2014.

A city’s budget presents in financial terms a plan to accomplish its objectives during the upcoming fiscal year. Budget preparation is an ongoing process as the City Council discusses priorities, commits to projects, and provides feedback to the staff on various proposals. The staff then translates that information into a financial action plan.

The budget for FY 2013-2014 is a balanced, conservative plan that continues our previous commitments toward quality services and facilities and addresses opportunities for additional improvements.

I must commend the ongoing work of the City Council, City Administration, the Management Team, and all of our fine City employees. We are indeed focused on our mission statement:

“To protect and serve the citizens of Conroe and exceed their expectations.”

Sincerely,

*Webb Melder*

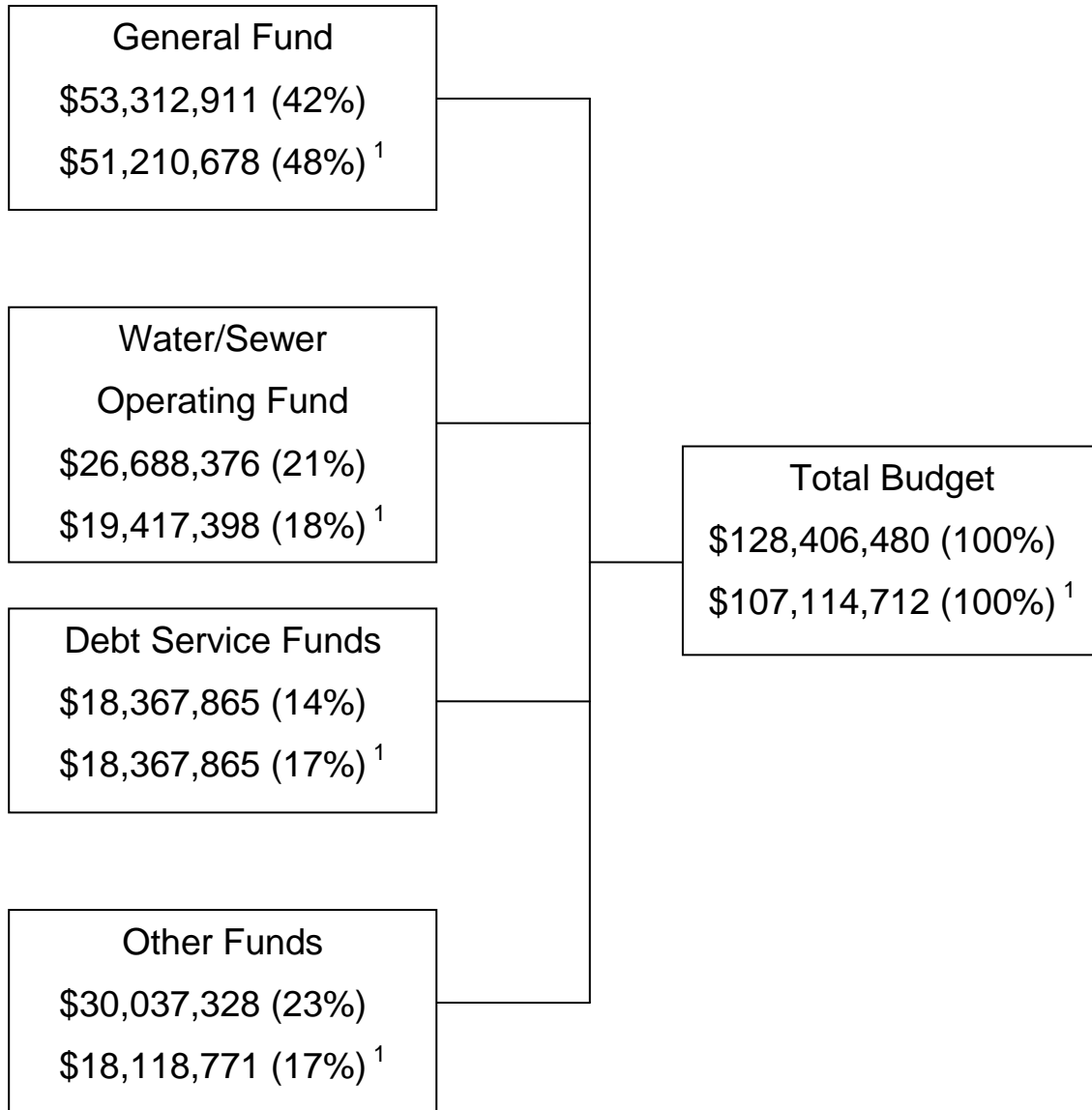
Mayor

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CITY OF CONROE, TEXAS

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## Organization of the Total Budget



1. These figures represent the budgeted expenditures net of interfund transfers.



## **FY 2013-2014 Budget Summary**

On August 22, 2013, the Conroe City Council approved a \$128,406,480 budget with a 3% contingent appropriation for FY 2013-2014 Net of interfund transfers, the total budget is \$107,114,712. The approved budget consists of the General, Water and Sewer Operating, Debt Service, and Other Operating Funds.

### **General Fund**

The General Fund accounts for 42 percent of the budget and supports basic services such as police, fire, parks, recreation, streets, and other community services. It is the general operating fund of the City and is used to account for all transactions and operations of governmental units that are not accounted for in another fund. The General Fund also is used to account for transactions financed from taxes or other general revenues.

### **Water and Sewer Operating Fund**

The Water and Sewer Operating Fund comprises 21 percent of the budget. This fund is used to account for operations that are financed and operated in a manner similar to private business enterprises where the costs of providing water and sewer services are financed through user charges.

### **Debt Service Funds**

The Debt Service Funds category is composed of three funds: General Obligation Debt Service Fund, Water and Sewer Debt Service Fund, and Conroe Industrial Development Corporation (CIDC) Debt Service Fund. These three funds account for 14 percent of the budget and pay for the annual interest and principal costs of the City's debt.

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## FY 2013-2014 BUDGET-IN-BRIEF

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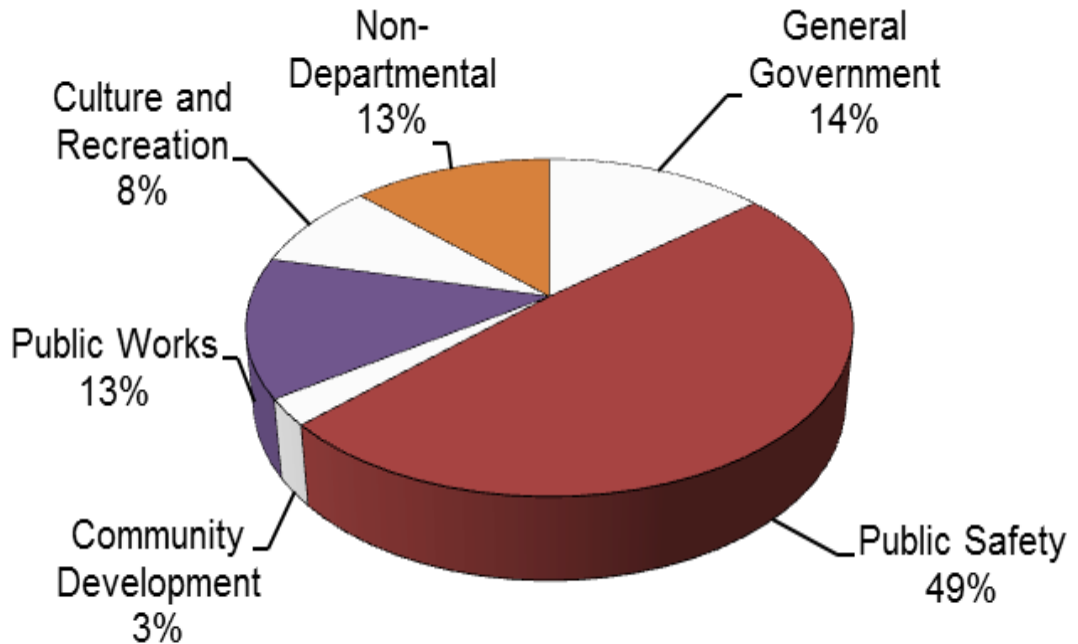
The General Obligation Debt Service Fund provides for the payment of the City's certificates of obligation and other tax-supported debt issued to finance the tax-based portion of the City's Capital Improvement Program. The Water and Sewer Debt Service Fund provides for the retirement of revenue-supported bonds that are used to pay the cost of improvements to the City's water and wastewater system. This debt is repaid with revenues collected from utility customers. The CIDC Debt Service Fund provides the funds necessary to retire the outstanding sales tax revenue-supported debt of the City. This debt consists of revenue-supported bonds that are used for economic development purposes and is repaid with a portion of the ½-cent sales tax charged within the City.

### **Other Operating Funds**

The Other Funds category of the budget includes funds used to account for the proceeds of special revenues, other than expendable trusts or major capital projects. They make up 23 percent of the budget and include such funds as the Conroe Industrial Development Corporation (CIDC) Revenue Clearing Fund, CIDC General Fund, Hotel Occupancy Tax (HOT) Fund, Community Development Block Grant (CDBG) Entitlement Fund, Conroe Tower Fund, Oscar Johnson, Jr. Community Center (OJJCC) Fund, Vehicle and Equipment Replacement Fund, Water & Sewer Vehicle and Equipment Replacement Fund, Transportation Grants Fund, Fleet Services Fund, and the Self-Funded Insurance Fund.

## General Fund Expenditures

**\$53,312,911**  
**(\$51,210,678)**



## General Fund Services

### General Government

**\$7,430,272**

The General Government category is comprised of the Administration, Mayor & Council, Legal, Municipal Court, Finance, Community Development Block Grant Administration, Warehouse-Purchasing, Information Technology, and Human Resources departments. These departments are responsible for various functions of the City, including providing quality customer relations and accurate public information; coordinating and scheduling City Council meetings;

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## FY 2013-2014 BUDGET-IN-BRIEF

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handling media relations; providing legal services; providing disposition of violations of City ordinances and State law; managing finance, accounting, and utility billing; administering grants; acquiring supplies and services; maintaining computer hardware and software; and providing programs and consultations in the areas of employee recruitment, selection, compensation, and benefits.

Administration	\$ 505,267
Mayor & Council	585,306
Legal	556,816
Municipal Court	987,395
Finance & Administration	1,376,016
CDBG Administration	232,485
Warehouse-Purchasing	458,416
Information Technology	1,975,576
Human Resources	752,995
<b>General Government Total</b>	<b>\$7,430,272</b>

### **Public Safety** **\$26,109,163**

The Public Safety category includes the Police Department and Fire Department. The Police Department is separated into seven divisions based on areas of responsibility: Police Administration, Support Services, Patrol, Criminal Investigations, Animal Services, Red Light Program, and Traffic Services. The Fire Department is responsible for preparing for and responding to fire, rescue, medical, and environmental emergencies.

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## FY 2013-2014 BUDGET-IN-BRIEF

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Police Administration	\$ 1,353,132
Police Support Services	1,268,812
Police Patrol	9,142,161
Criminal Investigations	3,209,110
Police Animal Services	501,487
Red Light Program	833,143
Traffic Services	338,171
Fire	9,463,147
<b>Public Safety Total</b>	<b>\$26,109,163</b>

### **Culture and Recreation** **\$ 4,532,018**

The Culture and Recreation category covers parks and recreation expenditures. Parks Administration and Parks Operations are responsible for providing beautiful parks and trails, multi-generational athletic and recreational services, and dedicated customer service to Conroe's citizens and employees. The Recreation Center provides athletic and recreational programs including, but not limited to: art, karate, dance/ballet, and gymnastics. Finally, the Aquatic Center provides safe, quality, and state of the art pools for the citizens of Conroe.

Parks Administration	\$ 382,802
Parks Operations	1,685,836
Recreation Center	1,241,460
Aquatic Center	1,221,920
<b>Culture and Recreation Total</b>	<b>\$ 4,532,018</b>

### **Community Development** **\$ 1,353,746**

The Community Development Department provides efficient, professional assistance to ensure responsible development practices that respect the natural landscape, cross timbers, bottomland, and floodplains. The department assists in completion of many ongoing

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## FY 2013-2014 BUDGET-IN-BRIEF

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projects and development relative to the City's building and permitting processes.

The Building Permits team provides review and inspections to ensure life, health, safety, and welfare by verifying compliance with the plumbing and City ordinances that protect the citizens of Conroe.

Community Development	\$ 1,353,746
<b>Community Development Total</b>	<b>\$ 1,353,746</b>

### **Public Works** **\$ 7,115,541**

The Public Works category includes the Drainage, Streets, and Signal Maintenance Departments. The Drainage Department provides storm water control to the City by utilizing the resources dedicated to the maintenance of drainage ways. The Streets Department maintains streets, controls traffic, trims trees in the City rights-of-way, repairs curbs and gutters, installs and replaces directional marking, and maintains street signage. The Signal Maintenance Department provides efficient maintenance and operation of the traffic signals and illumination lighting within the city.

Drainage	\$ 889,989
Streets	3,536,877
Signal Maintenance	545,030
Engineering	2,143,645
<b>Public Works Total</b>	<b>\$ 7,115,541</b>

### **General Fund Non-Departmental** **\$ 6,772,171**

Within the General Fund, the Non-Departmental Department provides for transfers between funds for shared operating costs. Also included in the department are any expenses not falling within a single department activity that can be most efficiently handled in the aggregate for the entire General Fund.

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## FY 2013-2014 BUDGET-IN-BRIEF

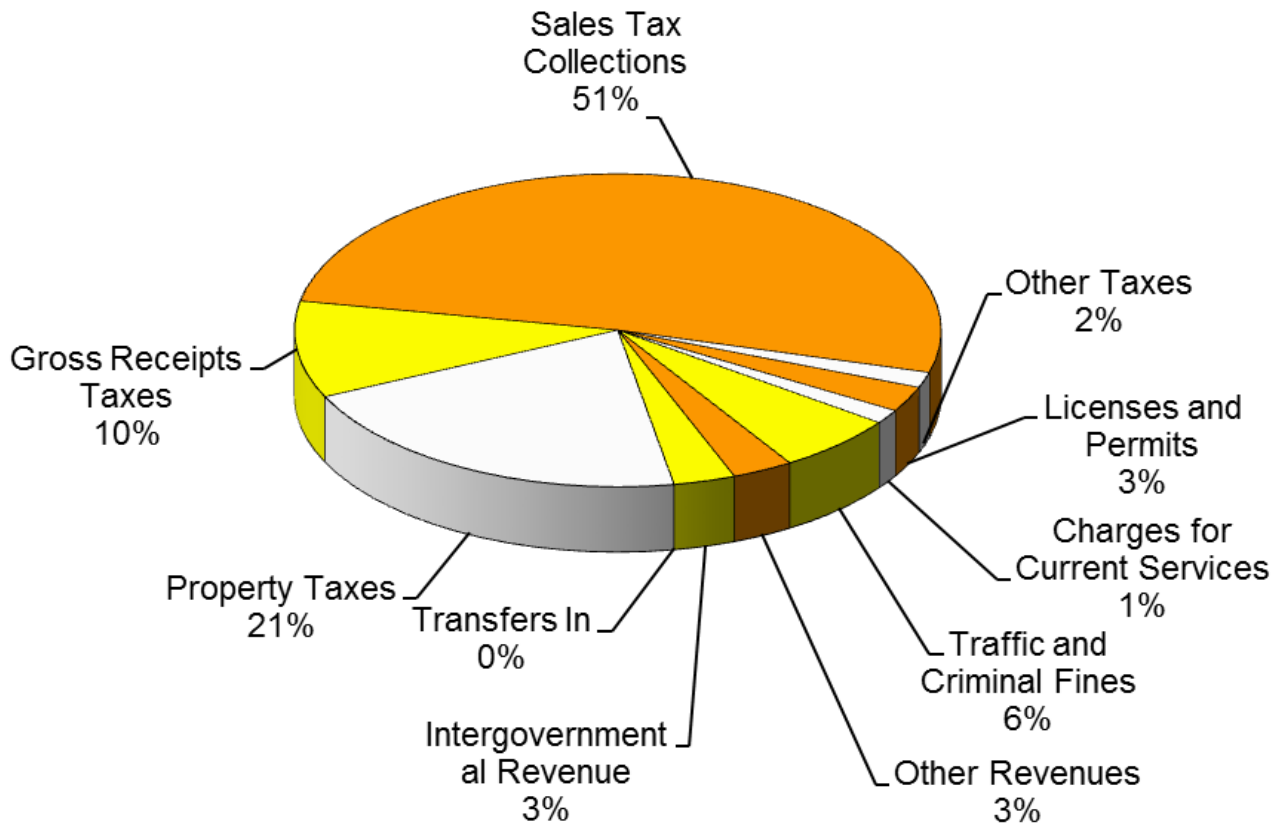
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Funding has been included in General Fund Non-Departmental for inter-fund transfers, contract services, and payments of the principal and interest for lease-purchase agreements.

General Fund Non-Departmental	\$ 6,772,171
<b>General Fund Non-Departmental Total</b>	<b>\$ 6,772,171</b>

# General Fund Revenue Sources

**\$51,561,536**  
**(\$51,561,536)**



\*Other Revenues

Interest on Investments	0.1%
Penalty & Interest	0.1%
Recreational	1.5%
Parks Programs	0.8%
Animal Shelter Fees	0.2%
Unanticipated Revenues	0.2%
Donations	0.1%
	3.0%



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## FY 2013-2014 BUDGET-IN-BRIEF

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### General Fund Revenue Sources

The General Fund has a number of revenue sources, the largest of which is Sales Tax. It constitutes 51 percent of all General Fund revenues. Additional sources of revenue include Property Taxes, Gross Receipts Taxes, Other Taxes, Licenses and Permits, Charges For Current Services, Traffic and Criminal Fines, Intergovernmental Revenue, and Other Revenue.

The tax roll of the City of Conroe continues to grow, increasing by 8% percent from FY 2012-2013. The July 25, 2013, Certified Tax Roll of \$4,322,826,131 marks an increase of \$320,137,852 over the previous year's certified roll on July 25.

Property Taxes	\$ 10,713,610
Gross Receipts Taxes	5,143,819
Sales Tax Collections	26,495,273
Other Taxes	827,515
Licenses and Permits	1,357,619
Charges for Current Services	747,708
Traffic and Criminal Fines	3,114,269
Other Revenues	1,568,036
Intergovernmental Revenue	<u>1,593,687</u>
<b>General Fund Revenues Total</b>	<b>\$ 51,561,536</b>

In FY 2013-2014, budgeted General Fund expenditures exceed General Fund revenues by \$1,751,375 due to one-time capital outlay purchases. Additionally, this fund will maintain a reserve amount equal to 158.5 days (or 43.4%) of the fund's total expenditures.



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## FY 2013-2014 BUDGET-IN-BRIEF

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The Utility Billing Department's mission is to ensure accuracy in the assessment of user charges; maintain professional and responsive service; answer customer inquiries; and provide accurate and timely billings through progressive and innovative systems. It also strives to ensure accurate and efficient data collection of water and sewer usage, as well as to provide timely water meter installations and repair.

Public Works Administration is responsible for managing resources dedicated to the provision of water utilities and maintaining streets and drainage. This department assists in the engineering design standards and construction criteria for many programs required by State and Federal law. The department also updates all permits and plans the water distribution emergency response plan.

The Water Conservation department is responsible for developing water conservation strategies and methods. It also updates the Drought Contingency Plan, monitors water saved by Stage 2 restrictions, and educates utility customers through conservation meetings and marketing materials.

The Water Department provides the installation of large meter service and lines to residential and commercial customers. The department participates in relocating lines, repairing broken lines, replacing faulty meters, and constructing new lines.

The Waste Water Treatment Plant treats and discharges up to 10 million gallons of treated wastewater. Staff also handles the Industrial Pretreatment program by issuing permits to industrial users within the city limits and monitoring their discharge through monthly reports and inspections.

The Sewer Department performs sewer line maintenance and installation services to residential and commercial customers by utilizing resources dedicated to preventive maintenance and repair of utility infrastructure.

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## FY 2013-2014 BUDGET-IN-BRIEF

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The Pump & Motor Maintenance Department maintains lift stations, water wells, the wastewater treatment plant, city facilities, and downtown lighting.

The Project Construction Department is responsible for the major construction of water and sewer lines that provide safe distribution of water and wastewater service to the citizens of Conroe by utilizing resources dedicated to the preventive maintenance and repair of utility infrastructure.

Utility Billing	\$ 793,559
Public Works Administration	874,627
Water Conservation	141,196
Water	3,678,271
Waste Water Treatment Plant	1,777,959
Sewer	1,745,902
Pump & Motor Maintenance	1,299,202
Project Construction	1,423,408
<b>Public Works Total</b>	<b>\$11,734,124</b>

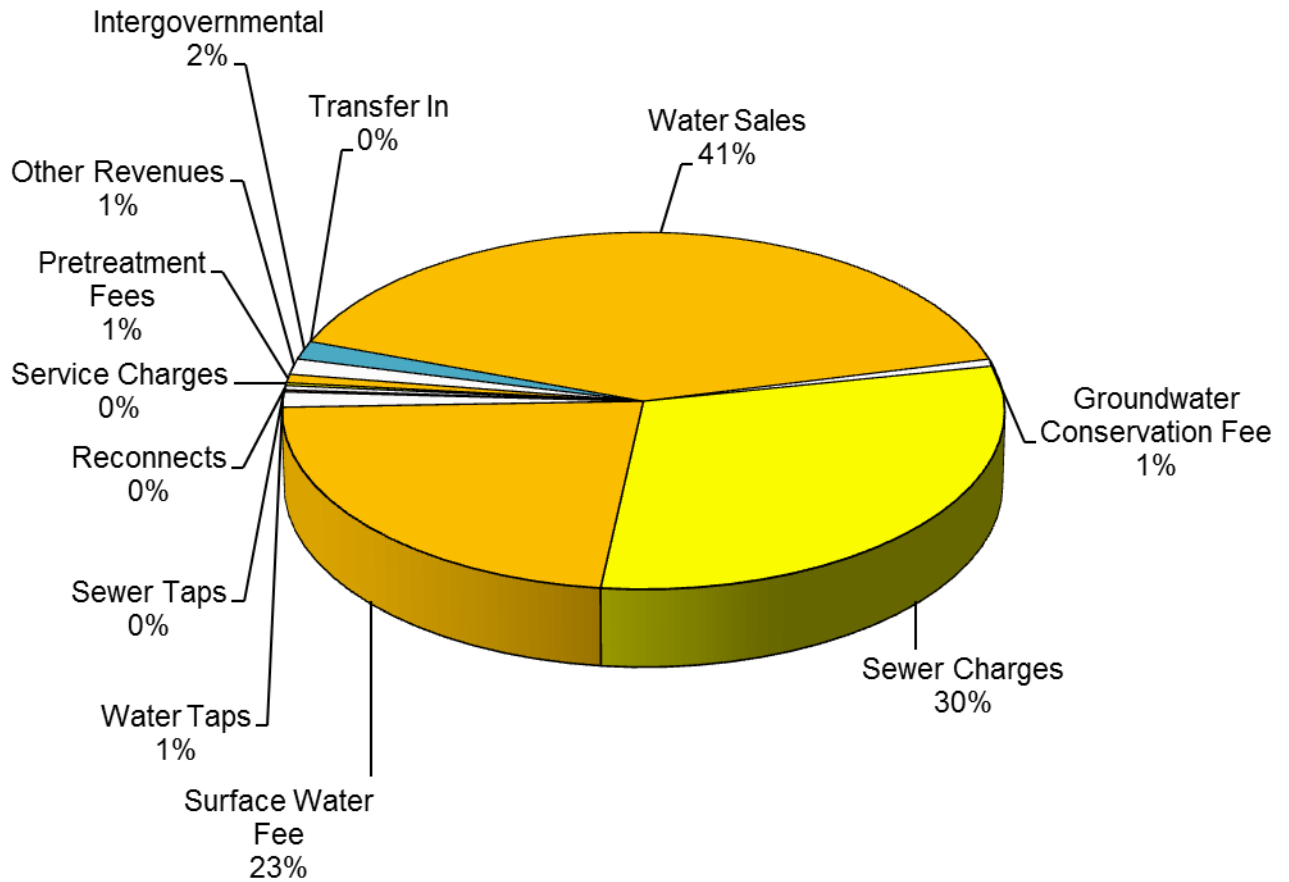
### **W&S Operating Fund Non-Departmental** **\$14,954,252**

The Water & Sewer Non-Departmental Department provides for transfers to the General Fund, Revenue Debt Service Fund, Conroe Tower Fund, and the Water & Sewer Vehicle and Equipment Replacement Fund. Also included in the department are any expenses that do not fall within a single department activity that can be most efficiently handled in the aggregate for the entire Water & Sewer Operating Fund. Additionally, the San Jacinto River Authority surface water conversion expenses are budgeted out of this department.

Water & Sewer Operating Fund Non-Departmental	\$14,954,252
<b>W&amp;S Operating Fund Non-Departmental Total</b>	<b>\$14,954,252</b>

# Water & Sewer Operating Fund Revenues

**\$27,097,434**  
**(\$27,097,434)**



Interest on Investments	0.0%
Penalty & Interest	1.0%
Capital Recovery Fee	0.3%
Unanticipated Rev.	0.1%
Short & Over	0.0%
Interest-Other	0.0%
Recovery of Bad Debts	0.0%
	1.4%

## Water & Sewer Operating Fund Revenue Sources

The Water and Sewer Operating Fund has a variety of revenue sources, the most notable of which are Water Sales and Sewer Charges. Water Sales constitute 41 percent of fund revenues, while Sewer Charges constitute 30 percent. Additionally, the City recovers a Surface Water Fee that offsets expenses related to the surface water conversion agreement with the San Jacinto River Authority. The Surface Water Fee constitutes 23 percent of revenues. Other sources of revenue that support the fund are Water and Sewer Tap Fees, Groundwater Conservation Fee, Reconnection Charges, Pretreatment Fees, Interest Income, and Other Revenues.

Water and Sewer Operating Fund revenues are anticipated to increase. The FY 2013-2014 budget includes a water and sewer rate increase. Additionally, water bills will reflect a pass through of a fee charged to the City by the Lone Star Ground Water Conservation District. Proposed revenues for FY 2013-2014 assume an overall growth of 12.2 percent over FY 2012-2013 projections.

Water Sales	\$10,995,602
Groundwater Conservation Fee	175,847
Sewer Charges	8,131,049
Surface Water Fee	6,143,069
Water Taps	375,000
Sewer Taps	46,919
Reconnects	109,745
Service Charges	66,396
Pretreatment Fees	210,621
Other Revenues	387,016
Intergovernmental	456,170
<b>Enterprise Funds Revenue Total</b>	<b>\$27,097,434</b>

**General Obligation Debt  
Service Fund  
\$8,873,324**

The General Obligation (G.O.) Debt Service Fund was established to account for the payment of principal and interest on outstanding tax supported debt. When this debt was issued, property taxes were pledged to repay the bondholders. Its primary revenue source, therefore, is property taxes.

A transfer in from the Tax Increment Reinvestment Zone (TIRZ) #3 Fund is also made for bonds that were sold to benefit that zone. This TIRZ was established to fund regional roadway improvements in the City. The City and the County both dedicate a portion of the taxes received from property value growth in the TIRZ, which is used to pay the principal and interest of the bonds. The bond proceeds have been used to widen and improve portions of League Line Road, Longmire Road, First Street, Ed Kharbat Drive, Crighton Road, and Gladstell Road. As additional growth occurs in the TIRZ, more bonds will be sold for additional improvements.

An additional transfer in is made from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer covers the principal and interest costs for bonds that were issued to make improvements to the park system. The CIDC fund is made up of revenues from a 1/2-cent sales tax for economic development. These park improvements qualify as permissible projects for this particular sales tax.

<b>2013-2014 G.O. Debt Service Expenditures:</b>	<b>\$ 8,873,324</b>
<b>2013-2014 G.O. Debt Service Revenues:</b>	
Property Taxes	\$ 7,292,711
Penalties and Interest	51,525
Transfer In	3,413,259
Interest Revenue	23,717
<b>G.O. Debt Services Revenues Total</b>	<b>\$10,781,212</b>

## **Water & Sewer Debt Service Fund**

### **\$5,435,494**

The Water & Sewer Debt Service Fund provides the funds necessary to retire the outstanding revenue-supported debt of the city. Debt in this category consists of revenue-supported bonds that are used to pay the cost of improvements to the city's water and wastewater system, and it is repaid with revenues collected from utility customers.

The outstanding revenue bonds were issued with a pledge to repay bondholders from water and sewer revenues. The payments on these bonds are accounted for in this fund. Its main source of revenue is a transfer of money from the Water & Sewer Operating Fund. An additional transfer in will be made this year from the Conroe Industrial Development Corporation (CIDC) Fund. This transfer will cover the principal and interest costs for the water well that was constructed in the Conroe Park North Industrial Park.

<b>2013-2014 W&amp;S Debt Service Expenditures:</b>	<b>\$5,435,494</b>
<b>2013-2014 W&amp;S Debt Service Revenues:</b>	
Transfer In	<b>\$5,435,494</b>
Interest Revenue	<b>0</b>
<b>Utility Debt Service Revenues Total</b>	<b>\$5,435,494</b>



## **CIDC Debt Service Fund**

### **\$4,059,047**

The Conroe Industrial Development Corporation (CIDC) Debt Service Fund provides the funds necessary to retire the outstanding sales tax-supported debt of the city. Debt in this category is repaid with the ½-cent sales tax for economic development.

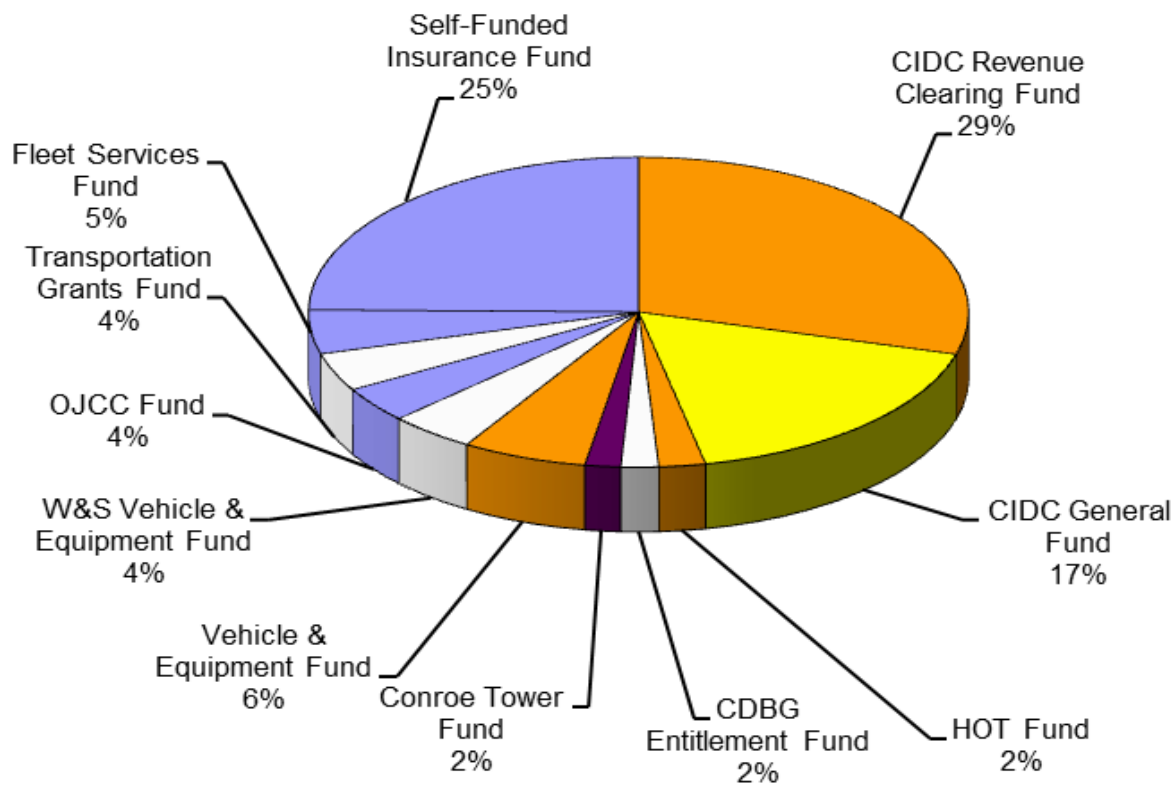
There are five bond issues in the CIDC Debt Service Fund. Bonds issued in 1997 are for the construction of the west side sewer trunk main, additional sewer projects, and a police station. The bond series issued in 1999 was used to acquire and improve property to be used for the development of the Conroe Park North Industrial Park important to the economic growth and development of the City.

The bond series issued in 2008 was used to acquire additional property to expand the Conroe Park North Industrial Park.

The bond series issued in 2011 was used to install streets, water, sewer, and drainage infrastructure in the industrial park as well as purchase land for the new Deison Technology Park. The bonds issued in 2012 were used to install infrastructure in the technology park. Its main source of revenue is a transfer from the CIDC Revenue Clearing Fund.

<b>2013-2014 CIDC Debt Service Expenditures:</b>	<b>\$4,059,047</b>
<b>2013-2014 CIDC Debt Service Revenues:</b>	
Transfer In	\$4,059,047
<b>CIDC Debt Service Revenues Total</b>	<b>\$4,059,047</b>

**Other Operating  
Funds Expenditures  
\$30,037,328  
(\$18,118,771)**



## Other Operating Funds

### **Vehicle & Equipment Replacement Fund** **\$1,832,400**

The Vehicle and Equipment Replacement Fund accounts for revenues and expenses that are used to purchase replacement City vehicles and equipment for the City's general government funds. Revenue to the fund includes a transfer in from the General, Conroe Tower, Service Center, and OJJCC Funds.

Vehicle & Equipment Replacement Fund	\$1,832,400
<b>Vehicle &amp; Equipment Replacement Fund Total</b>	<b>\$1,832,400</b>

### **W&S Vehicle & Equipment Replacement Fund** **\$1,268,000**

The Water & Sewer (W&S) Vehicle and Equipment Replacement Fund accounts for revenues and expenses that are used to purchase replacement City vehicles and equipment that are used in the water and sewer enterprise fund. Revenue to the fund is from a transfer in from the Water & Sewer Operating Fund.

W&S Vehicle & Equipment Replacement Fund	\$1,268,000
<b>W&amp;S Vehicle &amp; Equipment Replacement Total</b>	<b>\$1,268,000</b>

### **CIDC General Fund** **\$5,209,158**

In 1994, Conroe voters adopted a ½ cent sales tax for economic development. The money is controlled by a non-profit entity known as the Conroe Industrial Development Corporation (CIDC). The CIDC has a funding structure that includes three funds: CIDC Revenue Clearing, CIDC Debt Service, and CIDC General Fund. The CIDC General Fund

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## FY 2013-2014 BUDGET-IN-BRIEF

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includes expenditures for economic development incentives for companies located in the city. It also includes a transfer out to the General Obligation Debt Service Fund for the payment of principal and interest costs for bonds issued to benefit the parks system, as well as a transfer out to the Water & Sewer Debt Service Fund for the payment of principal and interest costs for the water well constructed in the Conroe Park North Industrial Park.

CIDC General Fund	\$5,209,158
<b>CIDC General Fund Total</b>	<b>\$5,209,158</b>

### **CIDC Revenue Clearing Fund** **\$8,831,758**

The CIDC Revenue Clearing Fund was established as a pledge to creditors who purchased the bonds issued by the CIDC. The fund assures bondholders that the appropriate funding amount is withdrawn from the clearing fund each month and deposited into the debt service fund.

CIDC Revenue Clearing Fund	\$8,831,758
<b>CIDC Revenue Clearing Fund Total</b>	<b>\$8,831,758</b>

### **Hotel Occupancy Tax (HOT) Fund** **\$683,650**

The HOT Fund accounts for revenues and expenditures that are derived from a 7% hotel occupancy tax that must be used to promote the tourism and convention industry. Expenditures support the Conroe Convention and Visitors Bureau (CVB).

Hotel Occupancy Tax (HOT) Fund	\$683,650
<b>Hotel Occupancy Tax (HOT) Fund Total</b>	<b>\$683,650</b>

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## FY 2013-2014 BUDGET-IN-BRIEF

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### **CDBG Entitlement Fund** **\$552,616**

The Community Development Block Grant (CDBG) Entitlement Fund was established to account for the annual payment the city receives from the US Department of Housing and Urban Development for participation in the CDBG program. CDBG funds can be used to improve areas of a community that are populated with families that earn a low to moderate income.

CDBG Entitlement Fund	\$552,616
<b>CDBG Entitlement Fund Total</b>	<b>\$552,616</b>

### **Conroe Tower Fund** **\$523,608**

The Conroe Tower Fund was established to account for the rental income and expenditures of operating the Conroe Tower. Approximately 15,000 square feet of excess space in the Tower is leased to private businesses. The fund also receives transfers from the General Fund and the Water and Sewer Operating Fund in lieu of rental payments.

Conroe Tower Fund	\$523,608
<b>Conroe Tower Fund Total</b>	<b>\$523,608</b>

### **Transportation Grants Fund** **\$1,196,375**

The Transportation Grants Fund was established to account for the mobility and transportation needs of the City of Conroe. Grants received from the Federal and State level and private funding will provide a fixed route transit service enabling riders to have greater benefits from work-related opportunities, shopping and access to governmental and medical services.

Transportation Grants Fund	\$1,196,375
<b>Transportation Grants Fund Total</b>	<b>\$1,196,375</b>

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CITY OF CONROE, TEXAS

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## FY 2013-2014 BUDGET-IN-BRIEF

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### **Fleet Services Fund** **\$1,378,057**

The Fleet Services Fund was established to account for revenues and expenditures associated with the City's vehicles and rolling stock equipment. Fleet Services manages the service and maintenance of the City of Conroe and other local government fleets. Fleet Services staff performs vehicle and equipment repairs, maintenance, acquisition, and disposal.

Fleet Service Fund	\$1,378,057
<b>Fleet Services Fund Total</b>	<b>\$1,378,057</b>

### **OJJCC Fund** **\$1,118,692**

The Oscar Johnson, Jr. Community Center (OJJCC) Fund was established to account for revenues and expenditures associated with the Oscar Johnson, Jr. Community Center. The center, located on 2.5 acres south of downtown, offers recognized after-school programs and summer day camps for children. It also offers adult education classes, special events, seasonal swimming, outdoor basketball courts, and community service opportunities for teens.

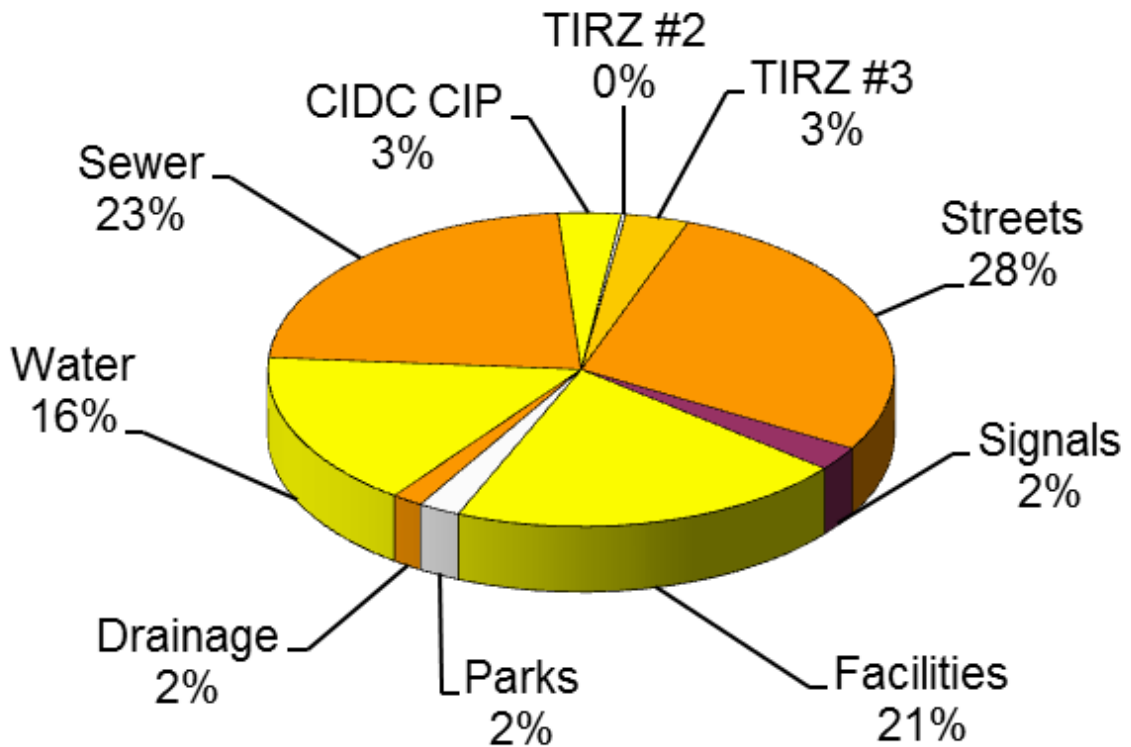
OJJCC Fund	\$1,118,692
<b>OJJCC Fund Total</b>	<b>\$1,118,692</b>

### **Self-Funded Insurance Fund** **\$7,443,014**

The Self-Funded Insurance Fund was established to account for revenues and expenses related to employee health, dental, and vision insurance coverage. Revenues include employee health, dental, and vision premiums, and expenses include health, dental, and vision claims as well as administration costs.

Self-Funded Insurance Fund	\$7,443,014
<b>Self-Funded Insurance Fund Total</b>	<b>\$7,443,014</b>

## Capital Improvement Program Expenditures \$63,650,110



## Capital Improvement Program

The Capital Improvement Program (CIP) provides funding for streets, signals, facilities, parks, and drainage in the General Government CIP as well as projects for water and wastewater improvements in the Water and Sewer CIP. These capital assets are of significant value and have a useful life of twenty years or more. The CIDC CIP includes improvements to the Conroe Park North Industrial Park and Deison Technology Park.

The 2013-2014 Capital Improvement Program is \$63,650,110, which includes projects that are currently in progress. Of this amount, 55% are for General Government improvements, 39% are for Water & Sewer

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## FY 2013-2014 BUDGET-IN-BRIEF

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improvements, 3% are for CIDC Industrial and Technology Park projects, and 3% are for other expenditures such as TIRZ #3 payments.

Major projects in these programs include:

### Streets

- Street Rehab - PW - Dugan Area
- Roadway Trans - M.P. Clark Road
- Roadway Trans - Anderson Crossing Road Phase 1
- Roadway Trans - FM 3083 Grade Separation
- Pedestrian Access & Transit Improvements
- Roadway Trans - League Line Road East
- Roadway Trans - Wilson Road Widening - IH-45 to Frazier
- Roadway Trans - TIRZ #3 - Crighton Road
- Roadway Trans - Anderson Crossing Road Phase 2
- Roadway Trans - Stewart's Forest/First St.

### Signals

- Signal Timing Program
- Traffic Signal - SH 75 at N. Loop 336
- Signals - Anderson Crossing Rd. - Ph. 1
- Signals - 1st Street @ Silverdale

### Facilities

- Police & Municipal Court Facility

### Parks

- IH-45 Detention Pond Enhancements - Ph. 2
- Forest Lake Park
- Candy Cane Park Access & Entrances - Ph. 1
- Candy Cane Park Access & Entrances - Ph. 2

### Drainage

- Drainage Project - PW - West Fork Detention (McDade)
- Drainage Project - PW - East Forest Way Bridge
- Storm Sewer - East Grand Lake Creek
- Drainage Project - PW - Plantation Dr./West Fork/W. Alligator Cr
- Drainage - Local Problem 310

### Water

- Water Plant - Panorama/Shenandoah Catahoula Well
- Water Line - Anderson Crossing Road - Phase 1
- Water Plant - Water Well No. 23 & Storage Tank



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## FY 2013-2014 BUDGET-IN-BRIEF

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- Water Plant - Water Well No. 24
- Water Line - MUD #95 (SH242) Water Extension
- Water Line - Robinwood Subdivision Replacement
- Water Line - FM 1488 Phase 1
- Water Line - Stewart's Forest/First St.

### Sewer

- Treatment Plant – Existing Plant Rehab (Phase II)
- SSOI Program
- Sewer Line - Anderson Crossing - Ph. 1
- Sewer Line - Live Oak Creek (SSOI)
- Sewer Line - White Oak Creek (SSOI)
- Sewer Line - MUD #95 (SH242) Sanitary Sewer
- Sewer Lift Station - Teaswood Lift Station Removal
- Sewer Line - LaSalle to League Line
- Treatment Plant – Land for New Plant (Phase III)

### Other

- Infrastructure Improv. near College Park & Windsor Lakes
- CIDC Conroe Park North Industrial Park
- CIDC Deison Technology Park

# FY 2013-2014 Budget Preparation Calendar

## February

- Budget Kickoff

## March

- Operating & CIP Budget submissions due to Finance

## April

- Technical reviews of budget submissions
- Operating Budget submittal meetings with City Administrator

## May

- Operating & CIP Budget meetings with City Administrator
- Preliminary Appraisal Roll due from Montgomery County Central Appraisal District (MCAD)

## June

- Budget meetings with City Administrator
- Mayor, City Administrator, Director of Finance & Administration, and Asst. Finance Director meet to discuss proposed budget

## July

- Council Retreat

# **FY 2013-2014 Budget Preparation Calendar**

## **July (continued)**

- Proposed Budget submitted to the City Council, placed on file with the City Secretary, & posted on City website
- Chief Appraiser certifies the appraisal roll
- Submission of Effective and Rollback Tax Rates
- Vote to consider a tax increase (if needed)
- Submission of Certified Collection Rate

## **August**

- First public hearing on a tax increase (if needed)
- Public hearing on the budget
- Second public hearing on a tax increase (if needed)
- Vote to ratify the property tax increase
- City Council adopts the FY 2013-2014 Annual Budget
- City Council adopts the FY 2013-2014 Annual Tax Rate
- City Council adopts the FY 2013-2014 Capital Improvement Program

## **October**

- Fiscal year 2013-2014 begins

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## FY 2013-2014 BUDGET-IN-BRIEF

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# City of Conroe Profile

2013 Population 61,533  
*Source: City of Conroe*

Square Miles 55.8  
*Source: City of Conroe*

City Government Information  
Form of Government Council-Administrator  
Number of Full-time City Employees 504  
Citizens Per Employee 122.1  
*Source: City of Conroe*

Taxation Information  
Property Tax Rate \$0.4200 per \$100 Assessed Value  
Total Taxable Value \$4,322,826,131  
Taxable Value Per Capita \$70,252  
Percent Increase in Property Tax Roll  
From FY 2012-2013 to FY 2013-2014 8%  
*Source: Montgomery Central Appraisal District*  
Sales Tax Revenue (FY 2012-2013) \$33,058,527  
*Source: Texas Comptroller of Public Accounts*

City Debt Information  
FY 2013-2014:  
Net Bonded Debt \$97,057,826  
Debt Per Capita \$1,577  
Debt as a Percent of Tax Base 2.4%  
*Source: City of Conroe*

Climatological Summary  
Annual Average Temperature (Daily Mean) 66°F  
Annual Rainfall 25.51 Inches  
*Source: Weather Underground (<http://www.wunderground.com/>)*

## City of Conroe Profile

### Transportation

#### Lone Star Executive Airport

Distance: 0.0 miles (located inside city limits)

Address: 10260 Carl Pickering Memorial Drive  
Building 11A  
Conroe, TX 77303

Website: [www.lonestarexecutiveairport.org](http://www.lonestarexecutiveairport.org)

Source: *Montgomery County*

#### George Bush Intercontinental Airport

Distance: 33.5 miles

Address: 2800 North Terminal Road  
Houston, TX 77032

Website: [www.fly2houston.com](http://www.fly2houston.com)

Source: *Houston Airport System*

#### Greater Conroe/Lake Conroe Area Chamber of Commerce

505 West Davis

Conroe, TX 77301

Phone: (936) 756-6644

[www.conroe.org](http://www.conroe.org)

#### Conroe Convention & Visitors Bureau

505 West Davis

Conroe, TX 77301

Phone: (936) 522-3000

[www.conroecvb.net](http://www.conroecvb.net)

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# FY 2013-2014 BUDGET-IN-BRIEF

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**For additional copies contact:**

**Finance & Administration Department  
300 West Davis  
Conroe, Texas 77301  
(936) 522-3040  
Or on the Internet at [www.cityofconroe.org](http://www.cityofconroe.org)**

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**CITY OF CONROE, TEXAS**

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